



**AGENDA ITEM #9**

**REPORT TO CITY COUNCIL**

**Report Prepared by: Jason Gorr – Public Works Director**

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**Date:** April 2, 2019

**Subject:** Public Works Report

**Report:** Attached is the February 2019 Public Works Report.

**Council Action Requested:** No Council action requested.



## **February 2019 Public Works Report**

### **Buildings:**

- Routine maintenance and cleaning on all City buildings.
- Received bid for City Hall emergency lighting improvement & Police wash bay GFI / electrical Upgrades.
- Routine maintenance of oil disposal area.
- PW Facility Construction Contract communications.
- Blowing off salt/sand from walks, broom off lots around city buildings with skid steer broom.
- Observed new wall construction in Fire Hall portion of City Hall garage.

### **Streets:**

- One final heavy snow event allowed us to utilize our new heavy tow strap due to slippery conditions.
- Several days were spent opening up street edges in prep for a quick meltdown and heavy rains.
- Located and opened up storm drain intakes prior to thaw/rain throughout town.
- Belly bladed melting streets as ice loosened and allowed at meltdown.
- Responded to 2 separate mailbox damage calls (both on non-compliant mounts/heights).
- Ongoing maintenance and repairs on heavily worked equipment (hydraulic leaks on loader & trucks).
- Picked up 5 tons of cold patch material (2 trips to Little Falls plant) for pothole repair.
- Tended to multiple days of pothole repairs (Rasmussen & Nelson especially bad).
- Promptly responded to complaints and requests from residents (refrozen roads and flooding).
- Arrangements made for annual brooming and street sweeping contractors.
- Repair/replacement of a storm drain intake grate in the industrial park.

### **Parks:**

- Routine inspections, snow and trash removal (Dog Park).
- Staff reviews of spring/summer procedures and needs.
- Inspected park, infrastructure maps, and contributed in mtgs/communications for splash pad planning.

### **Safety & Training:**

- Continued development of internal training & safety training process.
- Staff attended the following training events: 1) Traffic Safety and Regulations 2) MN Rural Water Assoc. Annual Water/WW Treatment Conf. 3) Culvert Training 4) MMUA Monthly Safety Training
- PWD participated in the City of Pequot Quarterly Safety Group Mtg, & responded to follow-up items.

### **Other:**

- City Message Sign notifications modified.
- Flags maintained as directed.
- Street Sign Survey (annual) conducted & resulting repairs addressed.
- Reviewed Chamber lease agreement.
- Participated in discussions w/ City Staff on ordinance, stormwater, Park development projects.

**Compiled and submitted by Jason Gorr, Pequot Lakes Public Works Director  
Please direct questions to (612)810-9478 or [jgorr@pequotlakes-mn.gov](mailto:jgorr@pequotlakes-mn.gov)**

## Water Dept.

### Facility Performance for February 2019:

#### *Flow*

Average daily gallons pumped: 86,000 gallons  
Maximum daily gallons pumped: 155,000 gallons  
Minimum daily gallons pumped: 37,000 gallons  
Total monthly gallons pumped: 2,312,000 gallons

#### *Lab*

Average daily chlorine concentration: 0.4 (mg/l)  
**\*Recommended chlorine concentration: 0.2 to 0.5 mg/l**  
Average daily fluoride concentration: 0.5 (mg/l)  
**\*Recommended fluoride concentration: 0.5 mg/l to 0.9 mg/l**

## Wastewater Dept.

### Facility Performance for February 2019:

#### *Flow*

Average Daily Flow: 65,311 gallons (Design – 121,795 gal/day)  
Maximum Daily Flow: 82,831 gallons  
Minimum Daily Flow: 54,643 gallons  
Total Monthly Flow: 1,828,703 gallons

## Operations Report

- 1) Water treatment facility inspections were completed daily.
- 2) Wastewater facility and lift station checks were done every Monday, Wednesday, and Friday.
- 3) Monthly lift station maintenance (check amps, clean floats, inspect wet well, etc.) was completed on 3/22.
- 4) Weekly water testing was completed.
- 5) Water meters were read on 3/21.
- 6) Monthly fluoride report was submitted to Minnesota Department of Health on 3/5.
- 7) Monthly Discharge Monitoring Report was submitted to MPCA on 3/5.
- 8) Quarterly Discharge Monitoring Report was submitted to MPCA on 3/5.
- 9) Several water service lines around town froze in late February and early March. Luckily, we were able to get them all thawed without having to dig up any streets.
- 10) I will be providing the Park Commission with some water and sewer utility specific information to help with design of the splash pad in Trailside Park.
- 11) The 2004 Ford City-owned service truck will be parked in front of City Hall in early May and sold shortly thereafter.
- 12) We have received our new electrical panel and plumbing for the Brown/Heath lift station. I'm planning on scheduling the work to be done in the next few weeks.
- 13) April will be a busy month for us. We will be replacing all lift station telemetry batteries, inspecting lift station valve vaults, flushing hydrants, repairing a couple water service valves, and prepping the wastewater spray irrigation system for summer use.

**Respectfully submitted by Andrew Schwartz, Operations Manager,  
Pine River Area Sanitary District**

**Please feel free to call cell at 320-232-5787 with any questions/concerns  
For 24-hour emergency service call 218-851-9060**