



AGENDA ITEM #9

REPORT TO CITY COUNCIL

Report Prepared by: Jason Gorr – Public Works Director

Date: March 5, 2020

Subject: Public Works Report

Report: Attached is the February 2020 Public Works Report.

Council Action Requested: No Council action requested.



February 2020 Public Works Report

Buildings:

- Weekly cleaning and inspections of facilities
- Monthly inspections and maintenance checklist
- Gathered bids for fire annunciators at City Hall, Chamber Building, and Cole Memorial (currently they are very lacking on current fire and CO protection and monitoring)
- Had Cole Memorial and City Hall rooftops and gutters steam cleaned/shoveled & heat tape installed at City Hall's problematic gutters/downspouts. They were hazardous and damaging.
- Had a contractor service call on City Hall's septic tanks. Septic smells had been reported inside.
- Had a contractor service call on City Hall's furnace.
- Overhead and outdoor lighting repairs and upgrades to LED's
- Cole Memorial insulation inspection and gathering insulation bids
- Helped measure and detail internal sanitary plumbing for WSN
- Removed recycling at City Hall & clean/maintain Oil Recycling Bin (repeated shoveling)
- Mounted fire extinguishers at Library
- Gathered bids (4) for landscaping at the PW Facility

Streets:

SNOW UPDATES: 0 – significant snowfalls = a *VERY Welcome Reprieve!*

- Street ice & storm drain intakes work done on most roads where needed
- Earlier in the month, some intersection sightlines were improved by snow removal
- Gathered bids (4) and ordered the 2020 F350 that was budgeted for 2020
- Had 2 of the 1-ton trucks DOT inspected - one passed, one needs work.
- Gathered bids for Skid Steer attachments (4) – Grapple Bucket & Pallet Forks
- Ongoing fleet maintenance including light bulb replacement, cleaning, greasing
- Traveled to Knife River (Little Falls) to p/u cold patch material, began filling potholes

Parks:

- Removed snow from Flag Display as needed.
- Removed snow and emptied garbage can at Dog Park
- Andrew Schwartz and I attended meetings I'd set up with the cities of Deerwood and Royalton to learn all associated costs, maintenance, and points they were able share in regard to their splash pads
- Reviewed and approved numerous events and festivities for 2020
- Conducted internal planning on seasonal needs and work on park improvements for 2020
- Cleaned and rehabbed City garbage cans to be placed out once the snow melts

Other:

- City Sign messages/notifications modified multiple times
- Responded and added input on US Flag Lighting as requested by Park Board and Planning and Zoning
- All city managed flags maintained as directed
- Council meeting & prep
- Working on cross training staff with Water / WW Utilities – PRASD
- Registered for our spring training events (2 Streets, 1 Water, 1 WW Collections)
- Attended the MMUA Safety Training Event in Pine River (AWAIR & Right to Know)

Compiled and submitted by Pequot Lakes Public Works Director – Jason Gorr

Please direct questions to: (612)810-9478 or jgorr@pequotlakes-mn.gov

Water Dept.

Facility Performance for January 2020:

Flow

Average daily gallons pumped: 90,000 gallons
Maximum daily gallons pumped: 121,000 gallons
Minimum daily gallons pumped: 60,000 gallons
Total monthly gallons pumped: 2,685,000 gallons

Lab

Average daily chlorine concentration: 0.4 (mg/l)
***Recommended chlorine concentration: 0.2 to 0.5 mg/l**
Average daily fluoride concentration: 0.8 (mg/l)
***Recommended fluoride concentration: 0.5 mg/l to 0.9 mg/l**

Wastewater Dept.

Facility Performance for January 2020:

Flow

Average Daily Flow: 59,604 gallons (Design – 121,795 gal/day)
Maximum Daily Flow: 70,403 gallons
Minimum Daily Flow: 49,760 gallons
Total Monthly Flow: 1,847,734 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 2/21.
- 4) Weekly water testing was completed.
- 5) Water meters were read on 2/20.
- 6) Monthly fluoride report was submitted to Minnesota Department of Health on 2/1.
- 7) Monthly Discharge Monitoring Report for the WWTP was submitted to MPCA on 2/1.
- 8) A quarterly MDH fluoride sample was taken from the distribution system on 2/24.
- 9) There are a few residences running their water to keep from freezing but at the time of this report we have had no frozen water lines.
- 10) We'll be installing a telemetry unit on the Industrial Park lift station panel. This will alert PRASD operators of high-level alarms and power outages.
- 11) Jenny Soltys (MDH District Engineer) performed a sanitary survey of the City's water treatment plant and grabbed some water samples from the distribution system on Wednesday, February 19th. The inspection went well.
- 12) Jason Gorr and I met with operations staff with the cities of Deerwood and Royalton to discuss splash pad operation and maintenance.
- 13) The City's Sensus water meter-reading handheld device will soon be obsolete. We are exploring options for upgrading.

Respectfully Submitted by:

Andrew Schwartz Operations Manager, Pine River Area Sanitary District
Please feel free to call my cell at 320-232-5787 with any questions/concerns
For 24-hour emergency service call 218-851-9060