



AGENDA ITEM #9

REPORT TO CITY COUNCIL

Report Prepared by: Jason Gorr – Public Works Director

Date: May 5, 2020

Subject: Public Works Report

Report: Attached is the April 2020 Public Works Report.

Council Action Requested: No Council action requested.



April 2020 Public Works Report

Buildings:

- Weekly cleaning and inspections of facilities
- Monthly inspections and maintenance checklist
- Solicited another insulation bid for Cole Memorial (URGENT NEED)
- Working on summary of recommendations and budget discussion in regards to Cole – door & insul.
- Contacted Pike Plumbing to help w/in-floor heat maintenance needs and PW Building AC inspect.
- Ordered a replacement street light for City Hall lot
- Communicated internally all the lights that need replacement/repair (Cole Flag, City Hall Flag, Flag Display, Community Sign, Bobber Tower), also need to coordinate electrician on several
- Removed recycling at City Hall & clean/maintain oil recycling bin
- Boser General Contractor showed up at our request and attempt to fix leak in PW Facility roof
- After closing the Chamber public bathroom, playgrounds, and essentially ALL City Buildings to public access (per State requests), as of April 27th we now reopened the playgrounds and restroom (w/ MDH/CDC Signage)
- Instructed PW Staff to perform daily cleanings/disinfection of the public restroom
- During the State's Shelter In-Place period the PW Staff has modified schedules, work protocol, and public interaction practices as able in an effort to minimize contact and exposure. Staff was also instructed to daily disinfect surfaces in the shop and trucks as well as wear PPE.

Streets:

- Completed both contracted and staff conducted street sweeping
- Began rehabbing any plow damaged ROWs and shoulders as needed
- Due to LOTS of pot holes popping up seasonally, we are spending a lot of time to fixing (cold mix)
- We are planning our 1st year of utilizing hot mix this spring to address many of our road maint. needs
- Unloaded several shipments for various departments w/Skid Steer forks (PW, FD, PD)
- Ongoing fleet maintenance including greasing, washing, oil changes, filters, etc.
- Wrapping up our sign survey process upgrade and spreadsheet format (over 450 signs)
- About half done with the annual street survey (need to then summarize, prioritize maintenance and repair needs on our streets)
- Working with Rickard & Sons on concrete repair needs in town (soliciting a bid to assess funding)
- Participating in weekly Rasmussen Road Construction Meetings, inspections, and communications

Parks:

- Emptied garbage can and inspected Dog Park weekly
- Staff helped sign and temporarily close, then reopen the Dog Park in response to COVID 19 info
- Partook in discussion/decisions on numerous events and festivities for 2020
- Worked on our PW Park Plans to be utilized going forward to summarize and plan goals for maintenance and development
- Working on options for the Beanhole pit fencing upgrades (on May Park Agenda)
- Placed numerous garbage cans around town
- 30 City Bench Upgrade Project: new wood, new ads on backs (Faith Boost trying better techniques), clear coat to protect/preserve, prepped/repainted metal frames
- Followed up on Vet Memorial Walkway modifications (will be replacing a bench removed)
- Coordinating what's expected to be a very BUSY park maintenance month of May (irrigation start-up, mulch replacement, bench installations, black dirt additions, seeding/fertilizing projects)

- Removed and repaired split rail fences as needed
- Coordinating with Chamber on new bike maintenance station they want help installing
- Participated on a couple of turf and lawncare webinars (all 4 staff)

Other:

- City Sign message updates
- Council meeting & prep

(COVID 19 related tasks in RED)

(Rasmussen Road Project items in PURPLE)

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 March 2020:

Flow

Average daily gallons pumped: 91,000 gallons
 Maximum daily gallons pumped: 128,000 gallons
 Minimum daily gallons pumped: 56,000 gallons
 Total monthly gallons pumped: 2,738,000 gallons

Lab

Average daily chlorine concentration: 0.32 (mg/l)
***Recommended chlorine concentration: 0.2 to 0.5 mg/l**
 Average daily fluoride concentration: 0.86 (mg/l)
***Recommended fluoride concentration: 0.5 mg/l to 0.9 mg/l**

Wastewater Dept.

Facility Performance for March 2020:

Flow

Average Daily Flow: 58,843 gallons (Design – 121,795 gal/day)
 Maximum Daily Flow: 70,307 gallons
 Minimum Daily Flow: 53,303 gallons
 Total Monthly Flow: 1,824,126 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 4/20.
- 4) Weekly water testing was completed.
- 5) Water meters were read on 4/23.
- 6) Monthly fluoride report was submitted to Minnesota Department of Health on 4/1.
- 7) Monthly Discharge Monitoring Report for the WWTP was submitted to MPCA on 4/1.
- 8) Monitoring wells around the City's wastewater ponds were sampled on 4/9.
- 9) Quarterly MDH-required Nitrate and Fluoride water samples were taken on 4/15.
- 10) Annual soil sampling at the City's wastewater spray irrigation site was done on 4/21.
 Wastewater pond effluent samples were also taken. The system has since been started

up and is now running. There are a couple bad solenoid valves I need to replace but otherwise everything is working fine.

- 11) PRASD operators did some sewer jetting on Oriole Street, Front Street and Sibley Street. No sewer backups were reported – this was just regular preventative maintenance. Also, the City’s lift station valve vaults were inspected and isolation valves exercised. We do this once or twice a year to make sure we can isolate check valves and other wet well piping/pumps if needed.
- 12) A fire hydrant on Main Street was repaired on Monday, April 13th.
- 13) A new telemetry unit was installed on the Industrial Park lift station and is working well. This will help PRASD operators monitor pump runtimes and notify us of high-level alarms and/or power outages during emergencies.
- 14) Utility locating has really picked up recently and is keeping us busy.
- 15) Spring hydrant flushing has been postponed due to construction. We will plan on flushing and flow testing in June or July after crews have wrapped up.
- 16) Thanks to an early start and favorable weather, the Rasmussen Road project has gone pretty well so far. RL Larson’s crews are working ahead of schedule and they are doing quality work. A couple of the temporary water lines froze up one or two nights after first connected but the weather forecast looks like that shouldn’t be an issue any more.

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