



AGENDA ITEM #9

REPORT TO CITY COUNCIL

Report Prepared by: Jason Gorr – Public Works Director

Date: June 2, 2020

Subject: Public Works Report

Report: Attached is the May 2020 Public Works Report.

Council Action Requested: No Council action requested.



May 2020 Public Works Report

Buildings:

- Weekly full cleaning of facilities
- Daily inspections and wipe down of public restrooms / doors / hard surfaces.
- Traveled to Gull Lake Glass to pick up, then install plexiglass counter barriers for City Hall counters
- 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.
- Received new lights for City Hall (street light & flag light), Cole (flag light), also arranged for Bengston Electric to help install
- Removed recycling at City Hall & clean/maintain oil recycling bin

Streets:

- Began rehabbing any plow damaged ROWs and shoulders as needed (shouldering w/ gravel, adding black dirt and seed where needed)
- Added cold mix to potholes
- We are planning our 1st year of utilizing hot mix this spring to address many of our road maint. needs
- Wnloaded several shipments for various departments w/ Skid Steer forks (PW, FD, PD)
- Ongoing fleet maintenance including greasing, washing, oil changes, filters, etc.
- Working on sign repair/replacement/rehab needs in town including for the Rasmussen Road Project
- About 75% 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 (asked them to proceed when able)
- Beginning our crack seal inventory list to prioritize and be even more accurate for 2021 Budgets
- Participating in weekly [Rasmussen Road Construction Meetings](#), inspections, and communications (!)

Parks:

- Emptied garbage cans and inspected Dog Park weekly
- Coordinated w/ Babinski on the donated trees (2 more maples) in the Dog Park, Staff added it to our weekly watering (2-3 times currently)
- Added fertilizer and seed to our South Trailside and Flag Display Blvd turf rehab areas, now watering
- Partook in discussion/decisions on the Graduating Class Parade, helping coordinate barricades w/ PD
- Worked on our PW Park Plans to be utilize going forward to summarize and plan goals for maintenance and development
- Worked on options for the Beanhole Pit fencing upgrades (on May Parks agenda), now reaching out to Chamber staff (& Beanhole Committee)
- 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 * received back half of the 'Dock Tattoo'd' back from James @ Faith Boost. Staff are currently clear coating, then reattaching to benches. Once done, they'll be distributed around town again. Most right after Memorial Weekend.
- Followed up on Vet Memorial Walkway modifications (will be replacing a bench removed)
- Irrigation rehab and start up in all parks / City property
- Removed and replaced mulch in all areas needed in our parks / City properties
- Began mowing
- Coordinating with Chamber on new bike maintenance station they want help installing

Other:

- City sign message updates
- Council meeting & prep
- Parks Commission prep and participated in the meeting
- Cemetery cleanup, mowing, whipping
- Cemetery sign construction
- Marked several Cemetery plots in May
- Helped numerous residents with City purchased mailbox wwing-posts, 911 signs, and many utility locates in town
- Continued to water the new landscaping investment at PW Facility (2-3 times to week due to ultra-dry conditions in May)

* 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 April 2020:

Flow

Average daily gallons pumped: 96,000 gallons
Maximum daily gallons pumped: 135,000 gallons
Minimum daily gallons pumped: 64,000 gallons
Total monthly gallons pumped: 2,785,000 gallons

Lab

Average daily chlorine concentration: 0.33 (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 April 2020:

Flow

Average Daily Flow: 56,073 gallons **(Design – 121,795 gal/day)**
Maximum Daily Flow: 65,773 gallons
Minimum Daily Flow: 48,550 gallons
Total Monthly Flow: 1,682,194 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 5/18.
- 4) Weekly water testing was completed.
- 5) Water meters will be read on 5/21.
- 6) Monthly fluoride report was submitted to Minnesota Department of Health on 5/2.
- 7) Monthly Discharge Monitoring Report for the WWTP was submitted to MPCA on 5/2.
- 8) RL Larson has taken advantage of favorable working weather and made good progress. Most of the underground water and sewer work was completed by mid-May. We have been very happy with their work so far.

- 9) Mark Dykes w/Duane Nielson Co repaired a flow meter at the wastewater treatment site that was not working correctly.
- 10) I have been working on putting together a long-term water/sewer improvement plan for the City for some time now. Jason Gorr, Tim Houle and I met in mid-April to discuss some of the upcoming infrastructure needs. We should have something completed soon for the Council to review.
- Jenny Peterson, Jake Freeman and I met with Chad Troitte of Core and Main for a quick demo of the new meter reading handheld from Sensus. Operation is very similar to the current unit we've been using so we are hoping for a seamless transition

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