



MONTHLY OPERATION REPORT

Monmouth, Illinois

Department of
Public Works

November 2022



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EXECUTIVE SUMMARY

The November Public Works monthly report provides an overview of the month's activities and statistical data including safety training, wastewater treatment effluent quality, water production, billing and collection statistics for municipal services, maintenance activities, maintenance and repair costs vs. monthly thresholds, water treatment chemical costs, overall project cost and performance to annual budget.

Administrator Steinbrecher and I met with a representative from Enterprise to discuss the lease program and any upcoming needs for the fleet for the coming year. Fleet orders are still lagging as far as delivery with most vehicles being at least 9 months to a year out from ordering.

I have contacted the local John Deere dealer to discuss the upcoming mowing season needs as typically we trade in the cemetery mowing equipment every 2 years. This program allows the City to get better value while keeping the mowing equipment in good condition and reducing maintenance costs.

With the sub-zero temperatures and wind chills over the Christmas holiday, crews responded to a number of frozen pipe issues that residents were reporting. All of them were indoor plumbing issues that had to be repaired by plumbers, but we did respond and offered what assistance we could.

Please contact me at 309-734-4026 with any questions.

Regards, Andy

1. HEALTH & SAFETY

There was one safety near miss incident in November at the water plant from chlorine exposure. The incident was reviewed with Health and Safety and corrective actions taken to prevent this in the future. With the COVID 19 pandemic affected everyone, our staff is updated regularly on any new policy change, preventative measures, and PPE. All staff members are practicing social distancing while at work to help prevent the spread of the virus.



2. WASTEWATER TREATMENT

The Consolidated WWTP treated and discharged 98 million gallons of treated wastewater in the month of November . There were no combined sewer overflow events in November . The weather station at the plant reported 1.4" of rain and 2 inches of snow during the month. The Consolidated Plant continues to produce excellent effluent quality. The table below outlines the water quality vs. NPDES permit limits.

Table 2-1: Water Quality vs. NPDES Permit Limits

	Monthly Average	Permit Limit
Flow (MGD)	3.2	4.62
Ammonia N mg/l	0.2	1.5
CBOD5 mg/l	2	10
Total Phos	0.6	1
Chloride's mg/l	390	500
Suspended Solids mg/l	5	12

3. WATER TREATMENT

The water treatment plants produced 92 million gallons of finished water in November. Finished water quality met all standards per the Clean Water Act for drinking water. The table below outlines the chemical usage for ion exchange softening for the month.

Table 3-1: Monthly Chemical Usage for Ion Exchange Softening

	Daily Average	Monthly Total
Treated Water to System	3.1 MG	92 MG
Poly Phosphate Usage-lbs.	94	2,736 lbs.
Salt Usage — tons	4.7 Tons	138 tons
Chlorine Usage - lbs.	128	3,715 lbs.

4. REVENUE COLLECTION

The table below outlines the revenue collected from the Municipal Services billings for the fiscal year.

Table 4-1: FY to Date

PAYMENT TOTALS 2022-2023 FISCAL YEAR										
MONTH	WATER	SEWER	INFRASTRUCTURE	RECYCLE	GARBAGE	YARD WASTE	FARM BONDS	FARM SURCHARGE	OTHER	PENALTY
MAY '22	\$238,138.83	\$182,768.79	\$20,903.44	\$16,627.00	\$37,535.70	\$2,947.42	\$73,395.48	\$0.00	\$0.00	\$1,276.70
JUNE	\$252,784.63	\$194,196.43	\$20,831.30	\$16,275.74	\$37,909.78	\$2,754.18	\$73,712.48	\$0.00	\$50.00	\$1,717.98
JULY	\$258,021.50	\$202,500.53	\$20,167.27	\$15,865.46	\$36,806.86	\$2,707.88	\$73,712.48	\$0.00	\$100.00	\$2,031.32
AUGUST	\$274,851.26	\$205,046.08	\$21,898.91	\$17,425.06	\$39,956.16	\$2,859.64	\$73,712.48	\$322.89	\$50.00	\$2,751.97
SEPTEMBER	\$273,088.98	\$200,824.79	\$21,048.49	\$16,556.20	\$37,604.00	\$2,731.24	\$73,712.48	\$0.00	\$160.00	\$2,420.30
OCTOBER	\$296,258.34	\$217,360.71	\$22,235.16	\$17,545.06	\$40,128.98	\$2,987.99	\$73,712.48	\$0.00	\$59.96	\$2,295.75
NOVEMBER	\$258,245.61	\$191,830.82	\$19,222.77	\$15,134.23	\$34,377.77	\$2,663.73	\$73,712.48	\$0.00	\$50.00	\$1,527.30
DECEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
JANUARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FEBRUARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MARCH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
APRIL '23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
YEAR TO DATE	\$1,851,389.15	\$1,394,528.15	\$146,307.34	\$115,428.75	\$264,319.25	\$19,652.08	\$515,670.36	\$322.89	\$469.96	\$14,021.32
TOTAL REVENUE	\$4,322,109.25									

5. ANNUAL BUDGET – YEAR 10

The table below outlines the month and annual cost summary

Table 5-1: Annual Budget

Budget Category	Month Budget	Month Actual	YTD Budget	YTD Actual	Annual Budget	Over (Under)
Labor (D.L. + FB)	\$120,644	\$107,279	\$902,351	\$875,702	\$1,568,372	(\$26,649)
Utilities	\$3,036	\$3,018	\$22,709	\$19,752	\$39,471	(\$2,957)
Chemicals Costs	\$23,628	\$20,714	\$176,721	\$211,012	\$307,158	\$34,291
Maintenance\Repair	\$28,734	\$26,870	\$214,914	\$215,655	\$373,541	\$741
Sludge Disposal Costs	\$549	\$0	\$4,108	\$0	\$7,140	(\$4,108)
Lab Supplies\Equip	\$3,099	\$5,225	\$23,181	\$30,265	\$40,290	\$7,084
Office Supplies	\$1,695	\$1,788	\$12,675	\$14,909	\$22,031	\$2,234
Miscellaneous Expenses	\$3,742	\$4,528	\$27,989	\$49,407	\$48,648	\$21,418
Other Operating Costs	\$14,478	\$14,397	\$108,285	\$152,245	\$188,209	\$43,960
Overhead (G.A.)	\$27,242	\$24,224	\$203,757	\$197,739	\$354,149	(\$6,018)
Subtotal Year 9	\$226,847	\$208,043	\$1,696,690	\$1,766,686	\$2,949,009	\$69,996
Fixed Fee Year 9	\$16,333	\$14,979	\$122,162	\$127,201	\$212,329	\$5,040
Total	\$243,180	\$223,022	\$1,818,852	\$1,893,887	\$3,161,338	\$75,036

6. MAINTENANCE ACTIVITIES

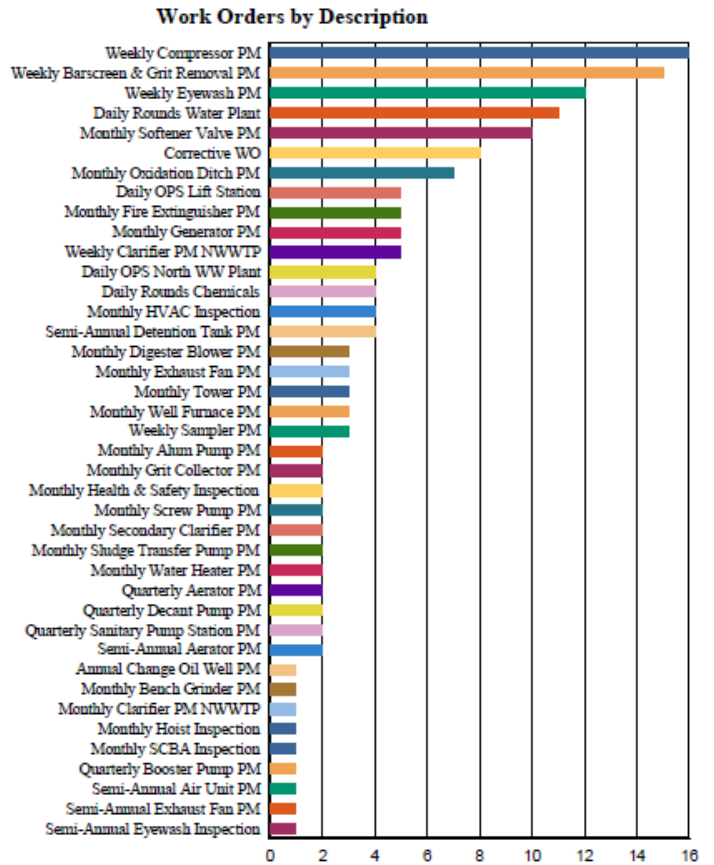
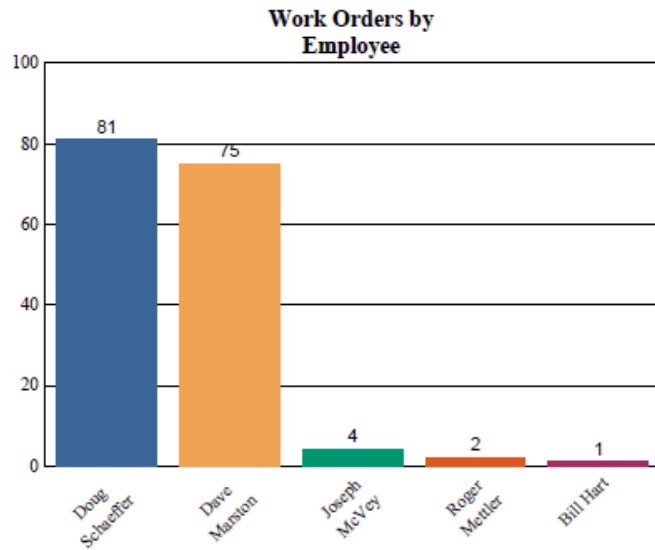
Utilizing the Utility Cloud maintenance management program, staff completed 163 preventative and corrective workorders in November



Maintenance History Report Monmouth

Report Start 11/1/2022
Report End 11/30/2022

Work Orders by Type	Total
Corrective Maintenance	31
Inspections	31
Preventative Maintenance	101
Total	163





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