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COMMITMENT & INTEGRITY DRIVE RESULTS

# Monthly Operating REPORT

Monmouth, Illinois

Department of  
Public Works

November 2019



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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.

Laverdiere Construction has mobilized and beginning construction on the CSO Phase 2 project. We continue to have discussions with Smithfield on a new service agreement that includes financing for the North Pre-Treatment Plant improvements. The project was approved by IEPA via receipt of the construction permit from them.

Upon approval by the City Council, IMEG, (formerly Missman Stanley), will begin performing a Phase 1 Environmental Study on West Harlem Avenue for the road reconstruction project. This is a requirement when using Federal-aid Urban, (FAU), funds for road construction projects. The West Harlem Avenue project is on the IDOT Local Multi-Year Highway Improvement Plan for state fiscal year 2022.

West 11<sup>th</sup> Avenue Utility extension design documents were submitted to IEPA for review and permitting.

Feel free to stop by the office or give me a call, 309-734-4026 if you have any questions or comments.

Regards, Andy

## 1. HEALTH AND SAFETY/STAFF

Staff annual review of the ladder safety program. There were no safety incidents or near misses in November.

## 2. WASTEWATER TREATMENT

The Consolidated WWTP treated and discharged 131 million gallons of treated wastewater in the month of November. There were 0 combined sewer overflow events in November. The weather station at the plant reported 1” of rain and 1.3” 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)	4.35	4.62
Ammonia N mg/l	<0.1	1.5
CBOD5 mg/l	2	10
Total Phos	0.7	1
Chlorides mg/l	319	500
Suspended Solids mg/l	7	12

## 3. WATER TREATMENT

The water treatment plants produced 90 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	3.0 MG	90 MG
Poly Phosphate Usage-lbs.	104 lbs.	3,124 lbs.
Salt Usage — tons	4.8	145 tons
Chlorine Usage - lbs.	119	3,579 lbs.

## 4. REVENUE COLLECTION

**Table 4-1: FY to date**

The table below outlines the revenue collected through the month of November from the Municipal Services billings.

PAYMENT TOTALS 2019-2020 FISCAL YEAR										
MONTH	WATER	SEWER	LANDFILL	RECYCLE	GARBAGE	YARD WASTE	FARM BONDS	FARM SURCHARGE	OTHER	PENALTY
MAY '19	\$235,181.40	\$188,120.25	\$21,961.32	\$15,732.33	\$37,318.29	\$2,897.84	\$34,065.81	\$859.87	\$0.00	\$2,203.24
JUNE	\$225,472.04	\$177,206.63	\$19,476.30	\$13,982.09	\$33,639.41	\$2,631.79	\$34,065.81	\$13.10	\$0.00	\$2,169.86
JULY	\$240,553.38	\$192,622.77	\$21,958.77	\$15,851.53	\$37,198.41	\$2,848.18	\$34,065.81	\$0.00	\$0.00	\$2,408.74
AUGUST	\$255,470.78	\$191,991.94	\$20,100.75	\$14,469.05	\$34,643.95	\$2,615.38	\$34,065.82	\$636.02	\$210.72	\$2,548.52
SEPTEMBER	\$277,700.33	\$195,780.51	\$20,963.32	\$15,151.20	\$35,186.44	\$2,707.15	\$34,065.81	\$124.08	\$72.96	\$3,483.54
OCTOBER	\$265,164.97	\$198,678.82	\$21,014.47	\$15,119.63	\$35,432.96	\$2,757.47	\$34,065.81	\$2,439.01	\$0.00	\$3,027.51
NOVEMBER	\$243,884.98	\$181,888.95	\$19,595.52	\$14,129.78	\$33,711.22	\$2,579.73	\$34,065.81	\$2,809.64	\$114.27	\$2,410.14
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 '20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>YEAR TO DATE</b>	<b>\$1,743,427.88</b>	<b>\$1,326,289.87</b>	<b>\$145,070.45</b>	<b>\$104,435.61</b>	<b>\$247,130.68</b>	<b>\$19,037.54</b>	<b>\$238,460.68</b>	<b>\$6,881.72</b>	<b>\$397.95</b>	<b>\$18,251.55</b>

## 5. TOTAL ANNUAL COST

Table 5-1: Annual Budget – Year 7

Budget Category	Month Budget	Month Actual	YTD Budget	YTD Actual	Annual Budget	over(under)
Labor (D.L. + FB)	\$129,524	\$128,661	\$906,669	\$867,161	\$1,554,290	(\$39,508)
Utilities	\$3,217	\$2,162	\$22,521	\$17,801	\$38,608	(\$4,720)
Chemicals Costs	\$25,587	\$20,310	\$179,107	\$172,946	\$307,040	(\$6,161)
Maintenance\Repair	\$29,573	\$28,700	\$207,008	\$267,101	\$354,870	\$60,094
Sludge Disposal Costs	\$833	\$0	\$5,833	\$0	\$10,000	(\$5,833)
Lab Supplies\Equip	\$3,526	\$5,930	\$24,679	\$33,242	\$42,306	\$8,564
Office Supplies	\$1,524	\$3,181	\$10,670	\$11,435	\$18,291	\$765
Miscellaneous Expenses	\$4,113	\$3,621	\$28,788	\$30,675	\$49,351	\$1,887
Other Operating Costs	\$12,687	\$13,031	\$88,806	\$118,220	\$152,238	\$29,415
Overhead (G.A.)	\$29,247	\$29,052	\$204,732	\$195,811	\$350,969	(\$8,921)
Subtotal Year 7	<b>\$239,830</b>	<b>\$234,648</b>	<b>\$1,678,812</b>	<b>\$1,714,392</b>	<b>\$2,877,963</b>	\$35,580
Fixed Fee Year 7	\$17,268	\$16,895	\$120,874	\$123,436	\$207,213	\$2,562
<b>Total</b>	<b>\$257,098</b>	<b>\$251,543</b>	<b>\$1,799,686</b>	<b>\$1,837,828</b>	<b>\$3,085,177</b>	<b>\$38,142</b>

## 6. MAINTENANCE/REPAIR ACTIVITIES

### A SUMMARY OF MAINTENANCE & REPAIR ACTIVITIES:

#### Water/Street Facilities

Maintenance staff completed 70 routine/preventative and 14 corrective work orders for the water plants, distribution system, sewer collection system, and fleet in November. 99 requests for service were responded to by service personnel. 149 requests for City utility locates from the J.U.L.I.E. call center were completed. Water distribution system and sewer collection system items:

- Replaced 9 water meters
- Repaired water main 1000 South 2nd
- Repaired water main 1000 North 6th
- Repaired water main 1000 North Main
- Replaced approximately 200' of failed 12" water main under Highway 34, Laverdiere  
Construction bored new 12" HDPE pipe and connected both ends to the existing 12" main
- Installed 8" valve on transite main at Harlem Avenue and North Main Street
- Advanced Plumbing cleaned sewer 600 block South 9<sup>th</sup>

#### Wastewater Facilities

Maintenance staff performed 115 preventative work orders and 6 corrective work orders at the Consolidated Plant and North Pretreatment Plant.

- Repaired leak on 18" raw wastewater force main
- Replaced overloads on GEMS #2 pump
- Replaced contactor, wires, fuses on GEMS #1 pump
- Replaced sludge pump overload on GEMS unit
- Replaced skimmer motor and gear box on GEMS unit
- Replaced VFD for flare gas blower

#### Street/Grounds/Right of Way/Fleet

- Various tree removal and trimming, pothole patching and utility repair patching
- Scheduled vehicle service work (lube, oil, filters)
- Leaf pickup
- Replaced U joint on T14
- Replaced hydraulic lines on T1
- Replaced cutting blades on 2 snowplows

## 7. Capital Projects

1. CSO Phase 2 bidding and award for the project.
2. Received construction permit to replace the water main on East Euclid Avenue, awaiting word from CDBG if the City was successful in the grant application to fund this project.
3. Information and data gathering to prepare preliminary engineering report, (PER), for USDA loan application on the downtown sewer replacement project.
4. Engage IMEG to begin performing a Phase 1 Environmental Study on West Harlem Avenue. This is a requirement when using Federal-aid Urban, (FAU), funds for road construction projects.
5. West 11<sup>th</sup> Avenue Utility extension design documents were submitted to IEPA for review and permitting.