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COMMITMENT & INTEGRITY DRIVE RESULTS

Monthly Operating REPORT

Monmouth, Illinois

Department of
Public Works

December 2018



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EXECUTIVE SUMMARY

The December 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.

The CDBG water main project will be advertised for bid in early February with a letting the week of March 11th.

Developing the street overlay program for FY 2019-2020.

Lawn equipment lease/trade-in proposal is on the agenda for council consideration.

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 review of cold weather protection and awareness. There were no safety incidents or near misses in December. Mike Mackey accepted a position as a Superintendent at the Galesburg Water Treatment Plant in Oquawka. Mike has been the Lab Technician at the wastewater treatment plants for the past 10 years and we wish him well in his new adventure.

2. WASTEWATER TREATMENT

The Consolidated WWTP treated and discharged 154 million gallons of wastewater in the month of December. There were no combined sewer overflow events in December. The weather station at the plant reported 1.5” of precipitation 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) | 4.98 | 4.62 |
| Ammonia N mg/l | 0.3 | 1.5 |
| CBOD5 mg/l | 2 | 10 |
| Total Phos | 0.9 | 1 |
| Chlorides mg/l | 282 | 500 |
| Suspended Solids mg/l | 10 | 12 |

3. WATER TREATMENT

The water treatment plants produced 89 million gallons of finished water in December. 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 | 2.87 MG | 89 MG |
| Poly Phosphate Usage-lbs. | 91 lbs. | 2,822 lbs. |
| Salt Usage — tons | 5.4 | 169 tons |
| Chlorine Usage - lbs. | 115 | 3,554 lbs. |

4. REVENUE COLLECTION

Table 4-1: FY to date

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

| PAYMENT TOTALS 2018-2019 FISCAL YEAR | | | | | | | | | | |
|--------------------------------------|-----------------------|-----------------------|---------------------|---------------------|---------------------|--------------------|---------------------|-------------------|-----------------|--------------------|
| MONTH | WATER | SEWER | LANDFILL | RECYCLE | GARBAGE | YARD WASTE | FARM BONDS | FARM SURCHARGE | OTHER | PENALTY |
| MAY '18 | \$223,175.52 | \$182,177.89 | \$21,254.42 | \$14,775.79 | \$34,593.81 | \$2,802.00 | \$34,065.81 | \$329.60 | \$154.22 | \$2,969.59 |
| JUNE | \$243,900.96 | \$191,773.28 | \$20,996.37 | \$14,578.83 | \$35,059.08 | \$2,801.42 | \$34,065.81 | \$425.02 | \$50.00 | \$2,782.76 |
| JULY | \$252,903.95 | \$191,101.15 | \$21,601.59 | \$15,033.34 | \$35,932.18 | \$2,808.27 | \$34,065.81 | \$274.83 | \$50.00 | \$3,021.89 |
| AUGUST | \$254,552.50 | \$202,407.33 | \$22,132.81 | \$15,357.54 | \$36,523.99 | \$2,900.33 | \$49,952.21 | \$79.52 | \$0.00 | \$2,668.54 |
| SEPTEMBER | \$230,824.54 | \$171,906.02 | \$18,460.93 | \$12,837.41 | \$30,827.09 | \$2,434.80 | \$34,065.81 | \$0.00 | \$50.00 | \$2,519.13 |
| OCTOBER | \$250,867.01 | \$199,042.50 | \$22,360.06 | \$15,547.83 | \$36,760.41 | \$2,940.34 | \$34,065.81 | \$0.00 | \$0.00 | \$2,767.07 |
| NOVEMBER | \$249,445.61 | \$195,181.61 | \$20,512.02 | \$14,263.06 | \$34,668.49 | \$2,694.17 | \$18,179.41 | \$390.41 | \$0.00 | \$2,277.87 |
| DECEMBER | \$219,148.66 | \$169,847.93 | \$20,346.69 | \$14,195.64 | \$33,428.02 | \$2,636.47 | \$34,065.81 | \$1,886.16 | \$0.00 | \$2,697.79 |
| 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 '19 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| YEAR TO DATE | \$1,924,818.75 | \$1,503,437.71 | \$167,664.89 | \$116,589.44 | \$277,793.07 | \$22,017.80 | \$272,526.48 | \$3,385.54 | \$304.22 | \$21,704.64 |

5. TOTAL ANNUAL COST

Table 5-1: Annual Budget – Year 6

| Budget Category | Month Budget | Month Actual | YTD Budget | YTD Actual | Annual Budget | over(under) |
|------------------------|------------------|------------------|--------------------|--------------------|--------------------|-----------------|
| Labor (D.L. + FB) | \$126,442 | \$140,618 | \$1,011,539 | \$976,516 | \$1,517,309 | (\$35,024) |
| Utilities | \$3,175 | \$2,139 | \$25,400 | \$20,502 | \$38,100 | (\$4,898) |
| Chemicals Costs | \$25,250 | \$23,774 | \$202,000 | \$204,671 | \$303,000 | \$2,671 |
| Maintenance\Repair | \$27,642 | \$56,518 | \$221,133 | \$260,978 | \$331,700 | \$39,845 |
| Sludge Disposal Costs | \$500 | \$0 | \$4,000 | \$1,671 | \$6,000 | (\$2,329) |
| Lab Supplies\Equip | \$3,479 | \$2,809 | \$27,833 | \$29,265 | \$41,750 | \$1,432 |
| Office Supplies | \$1,504 | \$2,328 | \$12,033 | \$13,571 | \$18,050 | \$1,538 |
| Miscellaneous Expenses | \$4,058 | \$3,878 | \$32,467 | \$32,365 | \$48,700 | (\$102) |
| Other Operating Costs | \$12,529 | \$10,954 | \$100,233 | \$130,697 | \$150,350 | \$30,464 |
| Overhead (G.A.) | \$28,552 | \$31,752 | \$228,412 | \$220,504 | \$342,618 | (\$7,909) |
| Subtotal Year 5 | \$233,131 | \$274,770 | \$1,865,051 | \$1,890,739 | \$2,797,577 | \$25,688 |
| Fixed Fee Year 5 | \$16,785 | \$19,783 | \$134,284 | \$136,133 | \$201,426 | \$1,850 |
| Total | \$249,917 | \$294,553 | \$1,999,335 | \$2,026,872 | \$2,999,003 | \$27,537 |

6. MAINTENANCE/REPAIR ACTIVITIES

A SUMMARY OF MAINTENANCE & REPAIR ACTIVITIES:

Water/Street Facilities

Maintenance staff completed 69 routine/preventative and 19 corrective work orders for the water plants, distribution system, sewer collection system, and fleet in December. 42 requests for service were responded to by service personnel. 49 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 10 water meters
- Repaired water main 400 block North I
- Repaired water main 1100 South 10th
- Replaced curb stop 910 West 6th
- Replaced curb stop 409 North F

Wastewater Facilities

Maintenance staff performed 120 routine/preventative and 2 corrective work orders at the Consolidated Plant and North Pretreatment Plant.

- Install new level transducer in the influent diversion chamber
- Replaced alum pump diaphragm at the phos removal plant

Street/Grounds/Right of Way/Fleet

- Various tree removal and trimming, utility patching
- Scheduled vehicle service work (lube, oil, filters)
- Replaced bearings, flanges, and small parts on leaf machine
- Replaced brake pads on T19

7. CAPITAL PROJECTS

North WWTP design schedule– project will be at 60% design by May 1st, 90% by May 30th. A 75-day IEPA review time is built into the schedule which puts the design completion date as August 2nd.

CSO Phase 2 design schedule – project is at 30% design, final design for IEPA review by early April.

CDBG water main project will be advertised for bid by the first week in February with a letting in mid-March (date TBD)

MFT Street maintenance, (overlay program), for FY 2019-20 is in development