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COMMITMENT & INTEGRITY DRIVE RESULTS

# Monthly Operating REPORT

Monmouth, Illinois

Department of  
Public Works

January 2019



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## EXECUTIVE SUMMARY

The January 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.

January saw the return of what has become known as the polar vortex for several days during mid-January where air temperatures were -25 and wind chills -50 degrees. Fortunately, our water and wastewater treatment plants did not suffer any major issues nor were there any significant water main breaks during that stretch. One significant water main break at Harlem and North Main on Wednesday January 23<sup>rd</sup> did cause some issues after the repair as the excavated area continues to settle, and we are adding rock every few days to keep it drivable until a proper road repair can be completed once the ground thaws. Once the weather warmed it did contribute to the deterioration of our streets as pothole season broke out early this year. There were 5 snow events in January where crews were required to plow snow and the succeeding cleanup afterwards.

The CDBG water main project is scheduled for a bid letting on March 13<sup>th</sup>. The 2019-2020 street program is in development and Council will be updated as the process moves forward. Reports of asphalt prices rising about 30% from last year will have a definite impact on the amount of street overlay that can be done.

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 cleanup of small chemical spills training. There were no safety incidents or near misses in January.

## 2. WASTEWATER TREATMENT

The Consolidated WWTP treated and discharged 145 million gallons of wastewater in the month of January. There were no combined sewer overflow events in January. The weather station at the plant reported 3” of rain and 12” 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)	4.7	4.62
Ammonia N mg/l	0.3	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 94 million gallons of finished water in January. 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	3.02 MG	94 MG
Poly Phosphate Usage-lbs.	112 lbs.	2,935 lbs.
Salt Usage = tons	5.75	178 tons
Chlorine Usage - lbs.	117	3,629 lbs.

## 4. REVENUE COLLECTION

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

The table below outlines the revenue collected through the month of January 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	\$241,187.80	\$189,383.81	\$21,077.78	\$15,099.82	\$34,674.66	\$2,729.07	\$49,952.21	\$565.64	\$175.00	\$2,890.77
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
<b>YEAR TO DATE</b>	<b>\$2,166,006.55</b>	<b>\$1,692,821.52</b>	<b>\$188,742.67</b>	<b>\$131,689.26</b>	<b>\$312,467.73</b>	<b>\$24,746.87</b>	<b>\$322,478.69</b>	<b>\$3,951.18</b>	<b>\$479.22</b>	<b>\$24,595.41</b>



## 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	\$117,532	\$1,137,982	\$1,094,047	\$1,517,309	(\$43,934)
Utilities	\$3,175	\$6,412	\$28,575	\$26,914	\$38,100	(\$1,661)
Chemicals Costs	\$25,250	\$32,345	\$227,250	\$237,016	\$303,000	\$9,766
Maintenance\Repair	\$27,642	\$19,602	\$248,775	\$280,580	\$331,700	\$31,805
Sludge Disposal Costs	\$500	\$0	\$4,500	\$1,671	\$6,000	(\$2,829)
Lab Supplies\Equip	\$3,479	\$5,222	\$31,313	\$34,487	\$41,750	\$3,175
Office Supplies	\$1,504	\$2,010	\$13,538	\$15,581	\$18,050	\$2,044
Miscellaneous Expenses	\$4,058	\$4,293	\$36,525	\$36,658	\$48,700	\$133
Other Operating Costs	\$12,529	\$2,961	\$112,763	\$133,658	\$150,350	\$20,896
Overhead (G.A.)	\$28,552	\$26,539	\$256,964	\$247,043	\$342,618	(\$9,921)
Subtotal Year 5	<b>\$233,131</b>	<b>\$216,916</b>	<b>\$2,098,183</b>	<b>\$2,107,655</b>	<b>\$2,797,577</b>	\$9,472
Fixed Fee Year 5	\$16,785	\$15,618	\$151,069	\$151,751	\$201,426	\$682
<b>Total</b>	<b>\$249,917</b>	<b>\$232,534</b>	<b>\$2,249,252</b>	<b>\$2,259,406</b>	<b>\$2,999,003</b>	<b>\$10,154</b>

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## 6. MAINTENANCE/REPAIR ACTIVITIES

### A SUMMARY OF MAINTENANCE & REPAIR ACTIVITIES:

#### Water/Street Facilities

Maintenance staff completed 42 routine/preventative and 20 corrective work orders for the water plants, distribution system, sewer collection system, and fleet in January. 63 requests for service were responded to by service personnel. 33 requests for City utility locates from the J.U.L.I.E. call center were completed. Water distribution system and sewer collection system items:

- Repaired water main 100 West Harlem
- Repaired water main 805 North 8<sup>th</sup>
- Repaired water main 500 East Clinton
- Replaced curb stop 123 South 11th
- Replaced curb stop 1118 East 7th

#### Wastewater Facilities

Maintenance staff performed 113 routine/preventative orders at the Consolidated Plant and North Pretreatment Plant.

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

- Various tree removal and trimming, utility patching
- Scheduled vehicle service work (lube, oil, filters)
- Repaired wiring harness and cable on T18
- Replaced tire on T1
- Replaced heater motor thermostat, wiring issue, and hydraulic hose on T14
- Replaced wheel bearings on T4
- Replaced grounding cable, hydraulic pump & motor on T15 (warranty)
- Replaced battery and wheel studs on T19
- Replaced grounding strap on T17
- Replaced alternator on T16

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## 7. CAPITAL PROJECTS

North WWTP design schedule– updated schedule per Jennifer Anders: project will be at 60% design by April 1<sup>st</sup>, 90% by May 30<sup>th</sup>, bidding around September 1<sup>st</sup>, construction spring of 2020.

CSO Phase 2 design schedule – project is at 60% 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 on March 13<sup>th</sup>

MFT Street maintenance, (overlay program), for FY 2019-20 is in development. Early cost estimates for road projects in the area are 40% - 50% higher than last year according to our road engineer, IMEG Corp.