



woodardcurran.com
COMMITMENT & INTEGRITY DRIVE RESULTS

Monthly Operating REPORT

Monmouth, Illinois

Department of
Public Works

March 2020



TABLE OF CONTENTS

SECTION

Executive Summary	
1. HEALTH AND SAFETY/STAFF	
2. WASTEWATER TREATMENT	
4. REVENUE COLLECTION	
5. ESTIMATED ANNUAL COST	
6. MAINTENANCE ACTIVITIES	
7. CAPITAL PROJECTS	

LIST OF TABLES

TABLE

Table 1-1:	Water Quality vs. NPDES Permit Limits	
Table 2-1:	Monthly Chemical Usage for Ion Exchange Softening	
Table 3-1:	Revenue Collection	
Table 4-1:	Estimated Annual Budget – Year 7	

EXECUTIVE SUMMARY

The March 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 Utility Cloud computerized maintenance management system (CMMS), including the GIS functionality, has been implemented to replace the 25-year-old un-supported and outdated Job Cal program to track the maintenance activities within the department. The past 3 years of data was extracted from the old program and uploaded into Utility Cloud. All the previous data that is stored on Job Cal was saved and is available if we ever need to access it.

March was busy with capital projects starting up and several them in various stages of either design or construction. The low bid for the West 11th Avenue Utility Extension project was received from Advanced Plumbing and Mechanical from right here in Monmouth. The City Council will be asked for their favorable approval of this bid at the City Council meeting on May 4th.

The coronavirus impact to all departments has led to social distancing amongst all field employees and increased use of personal protective equipment. Woodard Curran Health & Safety has provided reusable masks, disposable gloves, hand sanitizer, face shields, and surface sanitizer to all employees and buildings within the department.

Crews were able to complete patching of potholes, mowing has started, water and sewer plants are all in good condition. Well 9 had to be pulled and the motor and cable replaced in early April as a result of motor failure, it is now back in service. The top section of column pipe on Well 8 developed a leak and had to be replaced.

Budget management in these uncertain times becomes more challenging when those issues arise that cannot be delayed or deferred, but we continue to do our best to minimize spending where we can.

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

Regards, Andy

1. HEALTH AND SAFETY/STAFF

There were no safety incidents or near misses in March. 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 147 million gallons of treated wastewater in the month of March. There was one combined sewer overflow event in March. The weather station at the plant reported 2.5” of rain 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)	4.74	4.62
Ammonia N mg/l	0.1	1.5
CBOD5 mg/l	2	10
Total Phos	0.8	1
Chlorides mg/l	327	500
Suspended Solids mg/l	12	12

3. WATER TREATMENT

The water treatment plants produced 85 million gallons of finished water in March. 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	2.75 MG	85 MG
Poly Phosphate Usage-lbs.	94 lbs.	2,906 lbs.
Salt Usage — tons	4.3	135 tons
Chlorine Usage - lbs.	111	3,438 lbs.

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)	\$149,451	\$146,074	\$1,409,903	\$1,378,420	\$1,554,290	(\$31,483)
Utilities	\$3,712	\$3,822	\$35,021	\$36,212	\$38,608	\$1,191
Chemicals Costs	\$29,523	\$17,164	\$278,517	\$289,352	\$307,040	\$10,835
Maintenance\Repair	\$34,122	\$23,660	\$321,904	\$370,737	\$354,870	\$48,833
Sludge Disposal Costs	\$962	\$0	\$9,071	\$0	\$10,000	(\$9,071)
Lab Supplies\Equip	\$4,068	\$6,326	\$38,376	\$51,705	\$42,306	\$13,329
Office Supplies	\$1,759	\$203	\$16,592	\$14,724	\$18,291	(\$1,868)
Miscellaneous Expenses	\$4,745	\$3,287	\$44,766	\$43,875	\$49,351	(\$891)
Other Operating Costs	\$14,638	\$3,127	\$138,096	\$142,417	\$152,238	\$4,321
Overhead (G.A.)	\$33,747	\$32,984	\$318,365	\$311,256	\$350,969	(\$7,109)
Subtotal Year 7	\$276,727	\$236,647	\$2,610,611	\$2,638,698	\$2,877,963	\$28,086
Fixed Fee Year 7	\$19,924	\$17,039	\$187,964	\$189,986	\$207,213	\$2,022
Total	\$296,652	\$253,685	\$2,798,575	\$2,828,684	\$3,085,177	\$30,108

6. MAINTENANCE ACTIVITIES

With the new Utility Cloud maintenance management program, below is a summary of the months' activities:

- Customer serviceman responded to 62 requests for service
- 114 JULIE locates were performed
- 239 workorders were completed by water, wastewater, and street department personnel
- Replaced 8 water meters
- Repaired 1 curb stop 708 South A
- Repaired 2 water main breaks

Contract year to date (May 1, 2019 thru March 31, 2020) statistical summary

Water main repairs	65
Curb stop repairs	20
Meter replacements	87
Manhole Inspections	498
Buried Manholes discovered	169

7. Capital Projects

North Pre-Treatment Plant upgrade: Leander Construction has mobilized, started with submittals and shop drawings for equipment procurement once approved by the engineering group, and have begun demolition of the existing structures that are scheduled for replacement.

CSO Phase 2 construction : Laverdiere Construction has completed installation of all the structures, piping is connected at the new pump station and at the other end to the raw wastewater influent box

West 11th Utility Extension (Love's Travel Stop) : Advanced Plumbing and Mechanical is the low bidder for the installation of city water and sewer main to the Love's site. The water main route will be on the north side of West 11th from the Love's site east down 11th Avenue, then north up the alley to West 9th where it ties in to the existing 10" water main. The sewer will be installed on the south side of West 11th Avenue from the Love's site east to the manhole on West 11th Avenue and South E.

East Euclid water main replacement : The City was notified that the CDBG grant application review has satisfied all the special grant conditions. The grant agreement documents hopefully will be forthcoming to allow the City to get the project out for bid.

West Harlem water main replacement : Jennifer Anders assigned Project Manager, Don Taul, made a site visit to walk the proposed routing with Roger Blackman and gather all pertinent information for the design of the replacement water main.

West Harlem road replacement : I attended a virtual IDOT coordination meeting along with Paul Baele from IMEG to present the proposed project to representatives from IDOT Local Roads and the Federal Highway Administration. The phase 1 environmental and conceptual design are near completion and ready to send to IDOT and FHWA for review, comment, and approval.