



MEMORANDUM

TO: Mrs. Patricia Jackson; Polk City Commissioners

FROM: Charles E. Nichols Jr. and Mike Cherniak

DATE: October 5, 2011

RE: September 2011 Utility Operations Summary

Executive Summary

The following points are presented as an overall summary of water and wastewater utility department activities and events that occurred during the month of September, 2011:

- Achieved all water and wastewater sampling and monitoring standards.
- No regulatory inspections or complaint responses were noted.
- Continuing work with GAI on all current projects

Operations and Maintenance Activities

- Completed monthly compliance sampling; including third quarter lead and copper samples, and by-products samples
- Continuing to repair and paint items and equipment as time permits.
- Repair of Matt Williams WTP completed by Mader Electric; Plant checked tested and brought on-line. Ran special samples for plant start-up required by health department. Adjusted system pressure for a lower operating pressure.
- Doug Dufresne of PG Consulting is continuing work on the relocation of the WWTP monitoring wells.
- Four major water line repairs this month; three of which required boil water notices to be delivered to the affected customers.
- Re-built chlorine injection pump at the Jacob's WTP.
- Repaired and cleaned up sewer spill caused by manhole failure.
- Inspected and traced out sewer system in Mt. Olive Shores to prepare for shutdown for repair of manhole.
- Ox-ford pipe Co. finished man-hole rehabilitation project.
- Built a set of stairs for the Cardinal hill wastewater plant.
- Had three lift stations and the affected lines from manhole failure vacuumed out by Bay Area Environmental.

- Bought and added fuel stabilizer to all the diesel tanks for the generators.



Monitoring well location after being maintained.



Routine flushing of fire hydrants.



Sewer back up caused by failed manhole.



Site after manhole repair completed.



Liner being installed into failed manhole.

- Miscellaneous job order completions included:
 - 130 wastewater lift station checks;
 - 36 lift station repairs and maintenance items completed;
 - 54 sewer line repairs; and maintenance items completed;
 - 50 water line and hydrant repairs, and maintenance items;
 - 2200 monthly meter readings;
 - 26 locates;
 - 50 total door tags posted for customers convenience.
 - 70 work orders completed.

September Activities

- Continue replacing “bad meter registers” to reduce the number of re-reads.
- Continue to remedy safety issues at various locations throughout city.
- Continue with rehabilitation and repair of city’s facilities.
- Continue repairing equipment that is outdated or in disrepair.
- Repair spray field pump at cardinal hill wwtp.
- Install new pressure control system at the Commonwealth WTP.