



## **Aquarina Waterworks, Inc.**

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## **City of Polk City Polk City Commissioners**

**October 2015 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 October, 2015:

- We worked with representatives of Woodard & Curran to ensure and expedite the smooth transition involving all aspects of water and wastewater operations. We also ensured that the monthly operations reports for September 2015 were completed and timely submitted to the proper regulatory agencies
- We secured liability/non owned auto insurance that met or exceeded City requirements as per contract.
- Secured performance bond as per contract with the City.
- Secured worker's compensation insurance as required by contract. Reviewed company safety program with insurance representatives.
- We assisted in the design and ordering of company work t-shirts.
- We familiarized all company employees with the water plants, sewer plant, and city owned equipment.
- Responded to Voyles Loop lift station on Saturday, October 3 2015. The lift station was overflowing. We effected temporary repairs to lift station and cleaned up the site. Upon further inspection we found the lift station was operating on pump #1 only. The number #2 pump was not working and appear to have not been working for some time. The number #3 pump was rebuilt but had not yet been installed.
- The number #2 pump at Voyles Loop lift station, in our opinion, had not been installed correctly. We worked with Kathy Delp to find out the name of the contractor who installed pump #2. We contacted the contractor and had him come out to trouble shoot the pump. He pulled the pump and cleaned it up and wired it in correctly at no cost to

the city or us. Please note that the pump had been clogged with a lot of rags for a long time according to the contractor. Thank you for your help Kathy!

- We had Southern Electric order the necessary parts to install #3 pump at voyles loop lift station. The #3 pump was installed but did not work. We determined that the pump was the problem and we pulled it back up. We contacted the contractor who rebuilt the pump and they have since picked it up and are now affecting repairs to the pump. There should be no cost to us or the city for the repair of that pump.
- We found a lot of sand at the bottom of voyles loop lift station. Apparently there was a sanitary sewer gravity line break some time ago that contributed heavily to the accumulation of sand in the lift station. We worked with the city manager, Patricia Jackson and the public works director, Kathy Delp to secure the services of the Vac Con tanker truck from the City of Winter Haven to suction all the sand from the bottom of voyles loop lift station at no cost to us or the City of Polk City. A BIG THANK YOU to Patricia and Kathy for their help! An even BIGGER THANK YOU to the City of Winter Haven for helping us all out!
- We brought all employees together to discuss the importance of checking all the lift stations every day to try and minimize emergency call outs. We had a lot of call outs in October but we are happy to report that the call outs are diminishing. We hope that the trend continues!
- We started and completed a preliminary survey of all lift stations. Please see the attached summary.
- We have begun to collect bids for generator power at voyles loop lift station and a portable generator trailer.
- Assisted with scheduling the repair of infiltration in the ruth road lift station. The hole at the bottom of the wet well was repaired by Kevin Odom.

## **Operations and Maintenance Activities**

- We read and understood all compliance sampling requirements as per permit. Monthly compliance sampling for October 2015 has been completed.
- We worked with Jeff Erickson to complete upgrade at voyles loop lift station.
- We worked with Jeff Erickson to re adjust VFD(variable frequency drive) at golden gate lift station to eliminate multiple call outs due to power fluctuations from power provider.
- We repaired Ruth road lift station where a 4" discharge pipe had become unglued rendering the lift station inoperable. The lift station now operates normally.
- We performed daily maintenance tasks at wastewater plant. The cleaning, washing down, scrubbing weir etc.....
- We responded to a power failure at lift station #8. We replaced a fuse in the auto dialer box.
- We responded to a high alarm at lift station #9. We replaced a loss relay due to it shorting out.
- We responded to lift station #9. We determined that a float that measures water level went bad. We replaced it with a new float. The lift station is now operating normal.
- All lift stations were checked daily and amp readings were taken on all pumps to ensure proper operation and to check for high amps that could indicate a clog pump.
- We pulled pumps at lift station #9. The pumps were clogged.
- We removed daily excess grease from all lift stations that could contribute to pump failures.

## Miscellaneous Job Order Completions

- 22 services turned on/off
- 10 locates
- 4 water line repairs (minor leaking around meter couplings)
- 3 new meter installations
- 1 meter replaced
- Assisted with some meter reads and re reads.
- 26 call outs from answering service/SCADA/auto dialers
- 54 work orders from billing office

## **Planned November Monthly Activities**

- Complete and submit all quotes for generation power.
- Meet with city manager and public works director to go over five year capital improvement plan.
- Finish the painting of all remaining water plants
- Begin inspection of sanitary sewer lines and manholes.
- Oversee generator maintenance work to be completed as per maintenance contract.

## **Lift Station Summary Report(October 2015)**

### Lift station #1 at 250 Brook Lane.

This lift station has 3 phase power. There is no generator but has a generator connection housing. There are no wires inside the generator connect but the station seems to have a usable generator breaker inside the panel. The #1 pump has no lift cable attached to it. This station has a bypass valve in the valve pit but it is missing the cap. Also found that the water tap used for washing the station down is inoperable.

Cause for concern: Low

### Lift station #2 at 201 N. Citrus Grove Blvd.

This lift station has single phase power. There is no generator or generator connection housing. There are no lifting cables on either pump. This station does have a bypass valve in the valve pit.

Cause for concern: Low

### Lift station #3 at 221 Laynewade Road

This lift station has 3 phase power. There is a stand by generator on site with a maintenance program in effect. The next service date for the generator is 11/24/2015. This lift station also has a SCADA system and does have a bypass valve in the valve pit. Both pumps have lifting cables.

Cause for concern: Low

### Lift station #4 at 447 Nolane lane

This lift station has 3 phase power. There is a stand by generator on site with a maintenance program in effect. The next service date for the generator is 11/24/2015. This lift station also has a SCADA system and does have a bypass valve in the valve pit. Both pumps have lifting cables. \*This lift station may have a generator connect housing we can take and use at a lift station that does not have one. Need to explore this with electrician.\*

Cause for concern: Low

#### Lift station #5 at 822 Two Pond Road

This lift station has 3 phase power. There is a stand by generator on site with a maintenance program in effect. The next service date for the generator is 11/24/2015. This lift station also has a SCADA system and does have a bypass valve in the valve pit. Both pumps have lifting cables. \*This lift station may have a generator connect housing we can take and use at a lift station that does not have one. Need to explore this with electrician.\*

Cause for concern: Low

#### Lift station #6 at Mt. Olive Rd.-Fountain Park

This lift station has 3 phase power. There is a stand by generator on site with a maintenance program in effect. The next service date for the generator is 11/24/2015. This lift station has an auto dialer and does have a bypass valve in the valve pit. Both pumps have lifting cables.

Cause for concern: Low

#### Lift station #7 at 9826 N. Road 33- Voyles Loop

This lift station has 3 phase power. There are only two pumps instead of the recommended 3 pumps. The third pump is sitting at the top of the lift station waiting to be installed. The lift station does have an auto dialer. There are no lifting cables on the pumps. There is no bypass valve at this station. There is no stand by generator at this station. There is no generator housing on the panel in which to connect a portable generator.

Cause for concern: High. **\*This is a master lift station to which at least 7 other lift stations flow into. There is no bypass valve installed in case of a catastrophic failure of all pumps or panel. There is no generation power in case we do lose our main source of power and no connection in the panel to connect a portable generator if we could rent one.\***

#### Lift station #8 at 1071 Motorcoach Drive

This lift station has single phase power. This station also has a bypass valve in the valve pit. This station does not have a stand by generator but has the housing and the wiring to be able to connect to a portable generator. This station has an auto dialer. Both pumps have lifting cables.

Cause for concern: Low



Lift station #9 at 455 Meandering Way

This lift station has single phase power. This station has a bypass valve inside the valve pit. This station does not have generation power but does seem to have a generator connection housing that would allow a connection to a portable generator. Both pumps have lifting cables. This station has an auto dialer.

Cause for concern: Low

Lift station #10 at 5145 South Shore Drive

This lift station has single phase power. This station has a bypass valve located in the valve pit. This station has no standby generator power but does seem to have a generator connection housing that would allow us to use a portable generator. Both pumps have lifting cables. Station does have an auto dialer.

Cause for concern: Low

Lift station #11 at Golden Gate Blvd.

This lift station has single phase power. This station has a bypass valve located in the valve pit. This station has no standby generator power but does seem to have a generator connection housing that would allow us to use a portable generator. Both pumps have lifting cables. Station does have an auto dialer.

Cause for concern: Medium. **\*this station seems to collect a lot of grease. We are now managing the grease and the station seems to be working fine now. But this station needs to be checked daily.\***

Lift station #12 at 9256 Ruth Road

This lift station has single phase power. This station has a bypass valve located in the valve pit. This station has no standby generator power but does seem to have a generator connection housing that would allow us to use a portable generator. Both pumps have lifting cables. Station does have an auto dialer. This station has a small hole near the bottom of the station that is allowing infiltration. The dirt around station is subsiding likely due to the hole in the wet well.

Cause for concern: Was medium now low. **\*The hole in the station wet well has been fixed by Mr. Kevin Odom and other minor repairs made. This station seems to be running normally now\***