

UTILITY DEPARTMENT

November 2019

Summary: Water/Wastewater continued to maintain sampling of the Wastewater Treatment Plant. Continue to pull all samples for the Water Plants. All samples were in-compliance. Completed monthly MORs/DMR reports for DEP. Met all DEP requirements to keep Polk City in compliance. Pulled all monitor well samples. Continue daily inspections on the new Reclaim Pond Relocation. Submit monthly reports on the New Reclaim Pond. Met with contractors on upgrading the water plant facilities.

All lift stations continue to have preventive maintenance. We are continuing to get all Verbatims/Auto dialers running properly. Generators are being maintained.

Service Completed:

- Monthly meter reading
- No reads for the Utility Billing
- Work Orders
- Turn On
- Turn off
- Misc (rereads, laptops, vacation turn on, TBO from shut off)
- Fire Hydrant flushing and maintenance is being done weekly
- Valve exercising is being done weekly
- Continue preventative maintenance/housekeeping is being done
- WWTF is maintained by wasting, decanting, housekeeping

December Objectives: Meet all DEP requirements to stay in compliance, continuing to maintain work orders and locates. Property cleared on the back side of Ruth Road. Preparing to Aquatic Spray the property/Lori Pearson Aquatic Spraying Contractor License.