

**MAINTENANCE DEPARTMENT
MONTHLY OPERATIONS REPORT
FOR THE MONTH OF: DECEMBER 2020
PREPARED: JANUARY 2021**

MEASURE	MONTH	UNITS	FY YTD	UNITS
WORK ORDERS (W.O.) PROCESSED	82		1474	#
STAFF HOURS REQUIRED FOR W.O.	386.42	HRS.	2490.5	HRS.
NON-CORE DUTIES HOURS	68	HRS.	527	HRS.
CD. MAN HOURS REQUIRED FOR WO	318.42	HRS.	1561	HRS.
PM FIRE HYDRANTS	0		223	
FIRE HYDRANT REPAIR	0		2	
PM VALVE EXERCISED	0		0	
MANHOLE INSPECTIONS	0		178	
CCTV SEWER LINE	0	L. FT.	757	L. FT.
SEWER LINE CLEANED	0	L. FT.	509	L. FT.
SL RAT INSPECTIONS	0	L. FT.	35,134	L. FT.
VEHICLES SERVICED/REPAIRED	14		104	
# OF WATER BREAKS	0		3	
# OF SEWER BACKUPS	0		0	
# OF CLEANOUTS INSTALLED	0		0	
# OF MISS UTILITY TICKETS	88		787	
# OF METERS READ	22		194	
# OF METERS SHUT OFF	0		0	
# OF METERS TURNED ON	0		0	
# OF REPLACED METERS	0		0	
# OF REPLACED REGISTERS	0		0	
# OF NEW ACC. METER INSTALLS	3		15	
# OF LEAK CHECKS	62		321	
# OF REPLACED MIUs (Radios)	17		162	
CUSTOMER COMPLAINTS	0		0	
WATER COMPLAINTS REC'D	0		0	
WATER COMPLAINTS RESOLVED	100	%	100	%
WASTEWATER COMPLAINTS REC'D	0		0	
WASTEWATER COMPLAINTS RES'D	100	%	100	%
BULK WATER GALLONS AT NEW RATE	0	Gallons	0	Gallons
BULK WATER SALES-(rate \$15.18per)	\$0.00		\$0.00	

ACCOMPLISHMENTS

Cleaned/Winterized mowing equipment

Leaf removal operations

Community event sign work orders

Weekly cleaning and restocking of dog waste stations

Assisted contractor with milling/paving operations for numerous streets

Installed Christmas decorations on street light poles and business properties

Assisted contractor with striping of newly paved roads

Fleet maintenance work orders

Equipment maintenance

Assisted Parks and Rec with tree lighting ceremony

Installed snow markers

Installed manhole and valve box protectors as needed for snow removal operations

Emptied public trash cans as needed

Animal Control issues (Removal of dead animals from ROW)

Shoulder repairs on G Street, A Street and 20th Street

Relocated radar data collection signs to 20th Street per PD

Implemented Variable Message boards per PD

Storm drainage cleanup

Street sign repairs/replacements

Snow removal operations

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MEASURE	MONTH	UNITS	FY YTD	UNITS
WORK ORDERS (W.O.) PROCESSED	128		745	#
STAFF HOURS REQUIRED FOR W.O.	355.5	HRS.	2093.5	HRS.
NON-CORE DUTIES HOURS	20.25	HRS.	197.25	HRS.
CD. MAN HOURS REQUIRED FOR WO	335.25	HRS.	1545.25	HRS.
PM FIRE HYDRANTS	0		63	
FIRE HYDRANT REPAIR	1		3	
PM VALVE EXERCISED	8		9	
MANHOLE INSPECTIONS	0		11	
CCTV SEWER LINE	382	L. FT.	2,604	L. FT.
SEWER LINE CLEANED	300	L. FT.	2,666	L. FT.
SL RAT INSPECTIONS	300	L. FT.	11,711	L. FT.
VEHICLES SERVICED/REPAIRED	21		77	
# OF WATER BREAKS	0		0	
# OF SEWER BACKUPS	1		2	
# OF CLEANOUTS INSTALLED	1		3	
# OF MISS UTILITY TICKETS	84		584	
# OF METERS READ	14		143	
# OF METERS SHUT OFF	1		14	
# OF METERS TURNED ON	1		13	
# OF REPLACED METERS	0		0	
# OF REPLACED REGISTERS	0		0	
# OF NEW ACC. METER INSTALLS	1		5	
# OF LEAK CHECKS	31		171	
# OF REPLACED MIUs (Radios)	46		196	
CUSTOMER COMPLAINTS	0		0	
WATER COMPLAINTS REC'D	0		0	
WATER COMPLAINTS RESOLVED	100		100	
WASTEWATER COMPLAINTS REC'D	0		0	
WASTEWATER COMPLAINTS RES'D	100		100	
BULK WATER GALLONS AT NEW RATE	0	Gallons	0	Gallons
BULK WATER SALES-(rate \$15.18per)	\$0.00		\$0.00	

ACCOMPLISHMENTS

Installed Christmas decorations on light poles and in business lawns (Main St., 21st and 23rd Streets and Town Hall parking lot.

Repaired easement to Forbes Well

Cleaned/swept 21st Street business district

Cleared drainage ditches of leaves/debris on numerous streets

Sign Repairs

Pothole repairs

Leaf removal operations

Weekly cleaning/restocking of dog waste stations

Assisted Parks and Rec with holiday events

Snow Removal operations

Vehicle/Equipment repairs

Fixed all broken sewer cleanout caps in Stone Mason

Repaired sewer lines on 11th Street and 12th Street

Installed fence at Jeffries Property

Cleaned Magnolias sewer line and CCTV for quarterly cleaning and SL Rat

Weekly cleaning of pump stations

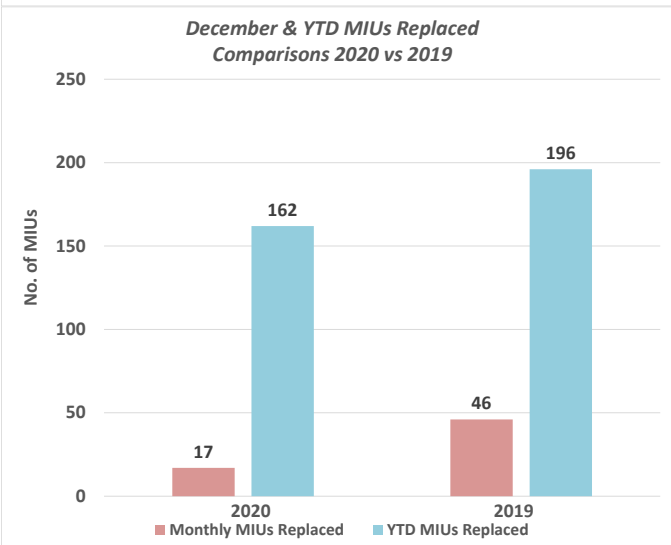
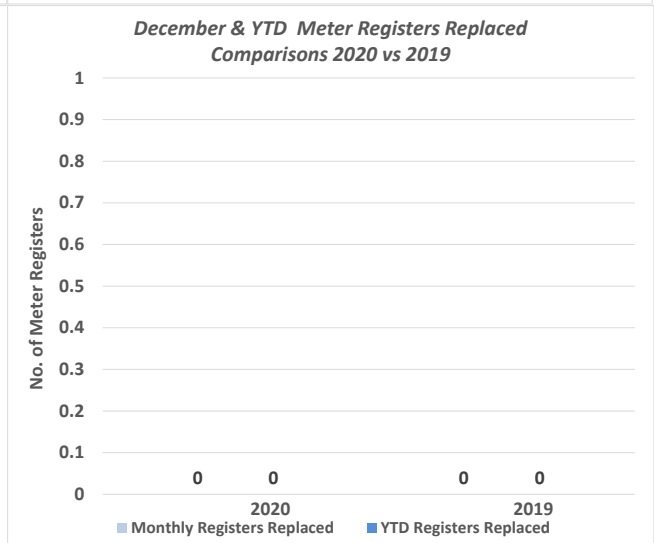
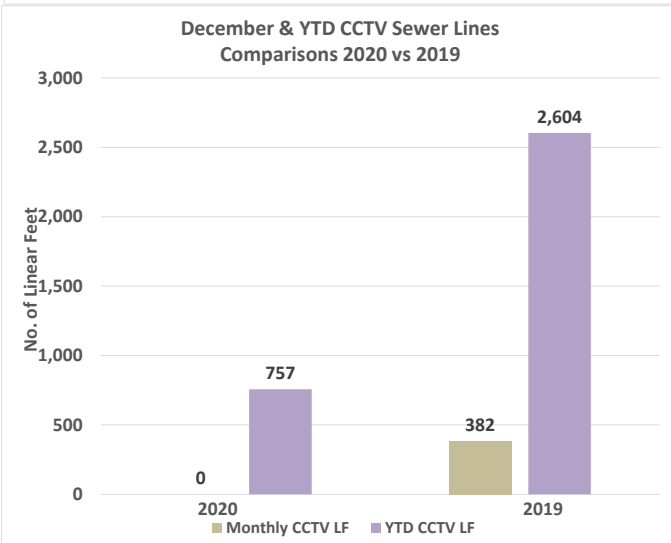
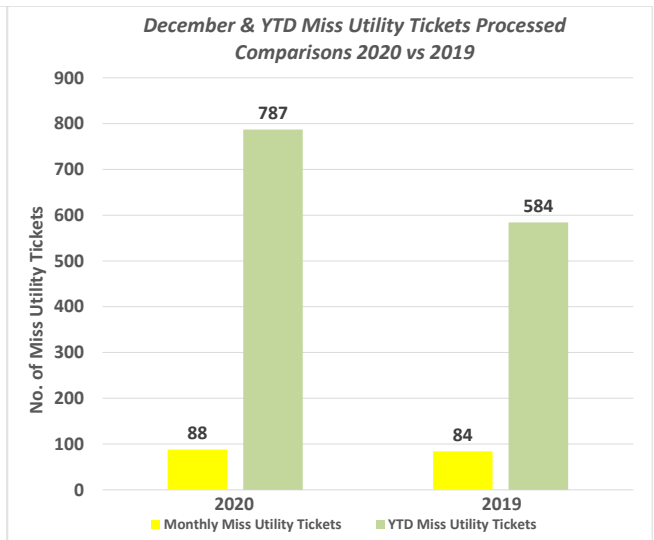
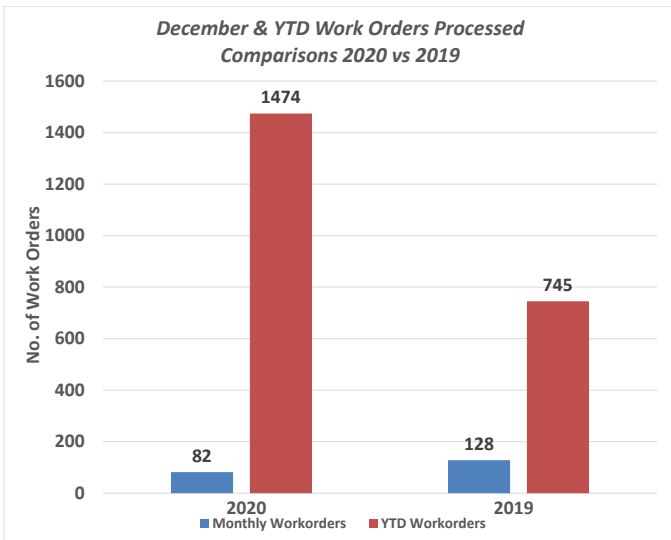
Cleared a sewer line backup at 321 12th Street

Repaired fire hydrant at Starbuck's

Replaced two damaged meter crocks

Turned multiple water valves to determine sizes for engineering

**Maintenance Department
2020 vs 2019 Comparisons**



**WATER TREATMENT PLANT
MONTHLY OPERATIONS REPORT
FOR THE MONTH OF: DECEMBER 2020
PREPARED: JANUARY 2021**

**WATER TREATMENT PLANT
MONTHLY OPERATIONS REPORT
FOR THE MONTH OF: DECEMBER 2019
PREPARED: JANUARY 2020**

WATER	MONTH	UNITS	AVG./DAY	UNITS
ALUMINUM SULFATE	1,651.3	lbs.	53.3	lbs.
POLYMER				
METAPHOSPHATE	106.8	lbs.	3.4	lbs.
SODA ASH	1,661.1	lbs.	53.6	lbs.
FLUORIDE (WTP & WELLS)	170.9	lbs.	5.5	lbs.
POTASSIUM PERMANGANATE	38.0	lbs.	1.2	lbs.
CHLORINE (HYPOCHLORITE @ WTP)	268.1	lbs.	8.6	lbs.
CHLORINE RESIDUAL (TANK)			1.9	mg/L
AVERAGE PH (FINISHED)			7.6	SU
BULK WATER SALES	0	gals.	0.0	gals.
INLINE METER, COOPER SPRINGS	3,858,966	gals.	124,482.8	gals.
JEFFRIES WELL	522,300	gals.	16,848.4	gals.
WATER PLANT GALLONS	7,889,000	gals.	254,483.9	gals.
MARSH WELL	1,812,100	gals.	58,454.8	gals.
MOUNTAIN VIEW WELL	164,451	gals.	5,304.9	gals.
MAIN STREET VILLAGES WELLS (MS-1 & VC)	2,456,084	gals.	79,228.5	gals.
CORNWELL #2 WELL	1,720,126	gals.	55,487.9	gals.
FORBES WELL	1,242,918	gals.	40,094.1	gals.
KANE WELLS #1 AND #2	2,413,800	gals.	77,864.5	gals.
TOTAL WATER FLOW	17,698,479	gals.	570,918.7	gals.

WATER	MONTH	UNITS	AVG./DAY	UNITS
ALUMINUM SULFATE	1,291.0	lbs.	41.6	lbs.
POLYMER				
METAPHOSPHATE	236.2	lbs.	7.6	lbs.
SODA ASH	1,521.5	lbs.	49.1	lbs.
FLUORIDE (WTP & WELLS)	181.6	lbs.	5.9	lbs.
POTASSIUM PERMANGANATE	26.0	lbs.	0.8	lbs.
CHLORINE (HYPOCHLORITE @ WTP)	244.4	lbs.	7.9	lbs.
CHLORINE RESIDUAL (TANK)			1.9	mg/L
AVERAGE PH (FINISHED)			7.7	SU
BULK WATER SALES	-	gals.	0	gals.
INLINE METER, COOPER SPRINGS	4,807,818	gals.	155,091	gals.
JEFFRIES WELL	0	gals.	0	gals.
WATER PLANT GALLONS	8,106,900	gals.	261,513	gals.
MARSH WELL	1,738,000	gals.	56,065	gals.
MOUNTAIN VIEW WELL	372,802	gals.	12,026	gals.
MAIN STREET VILLAGES WELLS (MS-1 & VC)	3,439,603	gals.	110,955	gals.
CORNWELL #2 WELL	1,593,902	gals.	51,416	gals.
FORBES WELL	1,288,931	gals.	41,578	gals.
KANE WELLS #1 AND #2	0	gals.	0	gals.
TOTAL WATER FLOW	16,540,138	gals.	533,553	gals.

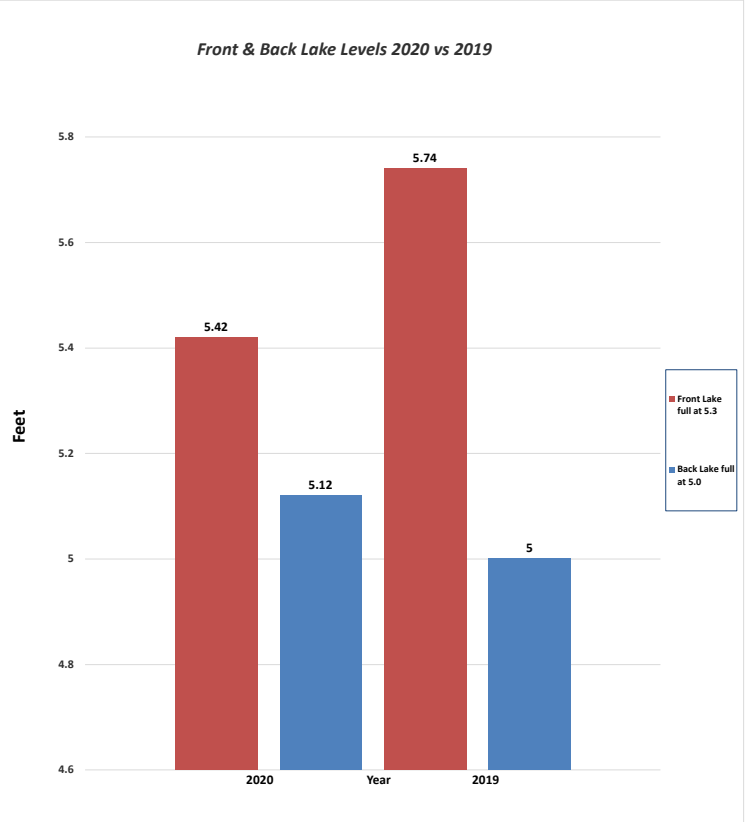
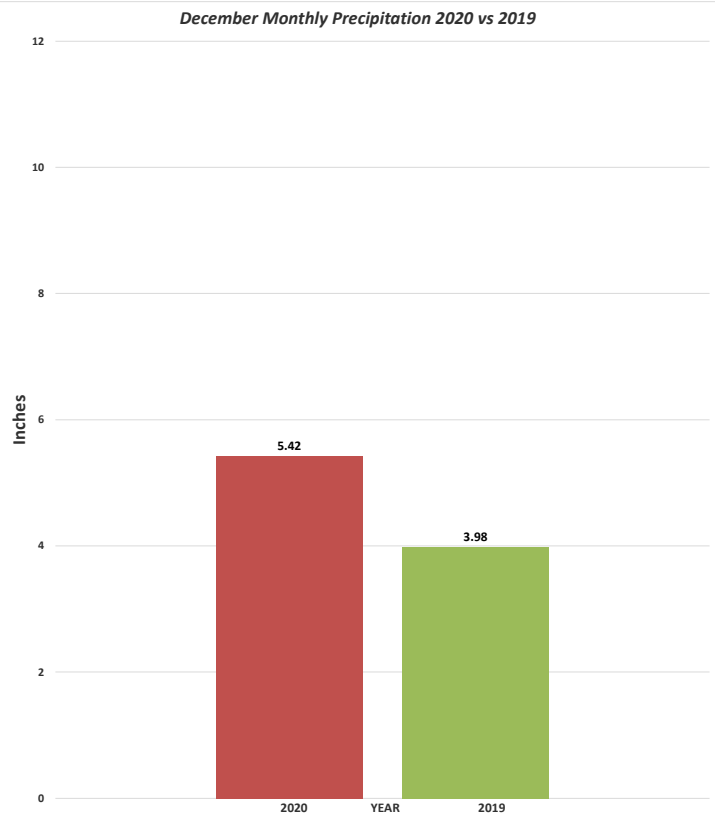
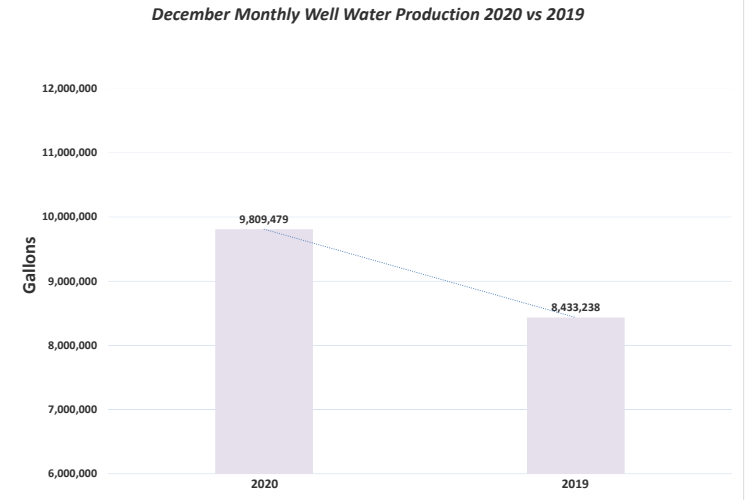
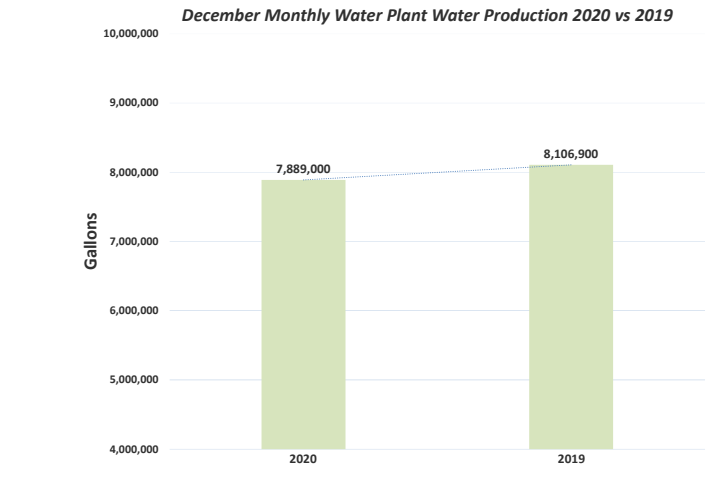
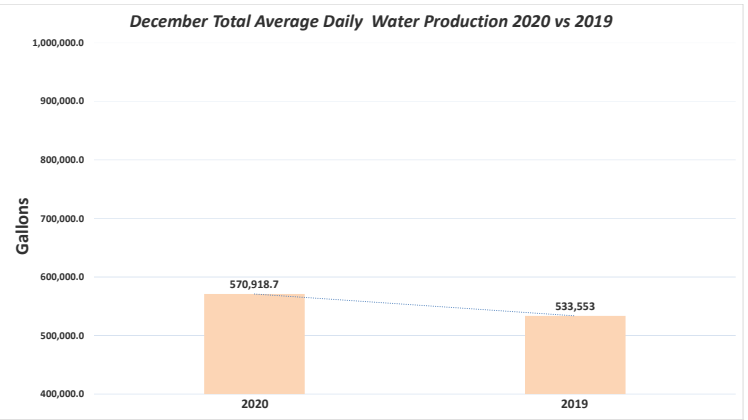
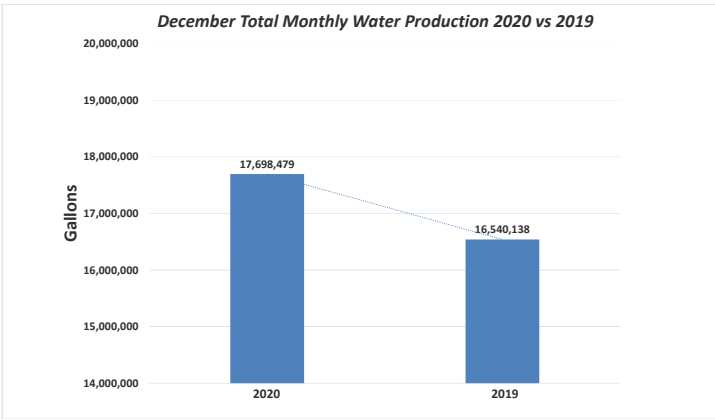
RESERVOIR LEVELS:	1-Dec-2020	31-Dec-2020
FRONT LAKE:	5.40'	5.42'
BACK LAKE	4.40'	5.12'
RAINFALL:	5.42"	

RESERVOIR LEVELS:	1-Dec-2019	31-Dec-2019
FRONT LAKE:	5.10'	5.74'
BACK LAKE	4.34'	5.00'
RAINFALL:	3.98"	

ACCOMPLISHMENTS

NPDES Discharge Monitoring Report due 01/10/2021 was submitted hard copy on 01/04/2021.
VDH ODW Monthly Operating Report due 01/10/2021 was submitted electronically on 01/08/2021.
Four Weekly Water Production Reports were completed.

**Water Well Production Facilities
December 2020 vs 2019 Comparisons**



**WATER RECLAMATION FACILITY
MONTHLY OPERATIONS REPORT
FOR THE MONTH OF: December 2020
PREPARED: January 2021**

**WATER RECLAMATION FACILITY
MONTHLY OPERATIONS REPORT
FOR THE MONTH OF: December 2019
PREPARED: January 2020**

MEASURE	MONTH	AVG./DAY
INFLUENT FLOW	25,495,800 GAL	822,400 GAL
EFFLUENT FLOW	24,234,600 GAL	781,800 GAL
MAXIMUM DAY INFLUENT	1,805,300 GAL	
FERRIC CHLORIDE	3,053 GAL	98 GAL
CITRIC ACID	143 GAL	72 GAL
SODIUM HYPOCHLORITE	250 GAL	23 GAL
METHANOL	1,080 GAL	35 GAL
RAIN	6.00 IN.	0.18 IN.

MEASURE	MONTH	AVG./DAY
INFLUENT FLOW	18,716,600 GAL	603,800 GAL
EFFLUENT FLOW	16,744,500 GAL	540,100 GAL
MAXIMUM DAY INFLUENT	892,100 GAL	
FERRIC CHLORIDE	2,103 GAL	68 GAL
CITRIC ACID	70 GAL	70 GAL
SODIUM HYPOCHLORITE	466 GAL	58 GAL
METHANOL	935 GAL	30 GAL
RAIN	4.00 IN.	0.13 IN.

MONTHLY TOTAL NUTRIENT DISCHARGE

TOTAL NITROGEN	57 LBS.
TOTAL NITROGEN YTD	988 LBS.
AVG. DAILY NITROGEN	0.28 MG/L
VPDES NITROGEN LIMIT	4.0 MG/L
TOTAL PHOSPHORUS	21 LBS.
TOTAL PHOSPHORUS YTD	366 LBS.
AVG. PHOSPHORUS DAILY	0.11 MG/L
VPDES PHOSPHORUS LIMIT	0.3 MG/L

MONTHLY TOTAL NUTRIENT DISCHARGE

TOTAL NITROGEN	75 LBS.
TOTAL NITROGEN YTD	773 LBS.
AVG. DAILY NITROGEN	0.40 MG/L
VPDES NITROGEN LIMIT	4.0 MG/L
TOTAL PHOSPHORUS	18 LBS.
TOTAL PHOSPHORUS YTD	338 LBS.
AVG. PHOSPHORUS DAILY	0.12 MG/L
VPDES PHOSPHORUS LIMIT	0.3 MG/L

ACCOMPLISHMENTS

All Staff received training on (EMS) Routine Inspection Requirements for AST's,
(Plant Process)Balancing return rates, (Safety) storm water Pollution Prevention, (LAB)Analyzing cBOD Blanks
Hauled ~48 wet tons of bio-solids for land application.
Submitted VDEQ discharge monitoring report, Virginia's nutrient report .

NIA

No information available at this time.

Basham Simms Water Reclamation Facility 2020 vs 2019 Comparisons

