

# SANITARY DISTRICT OF DECATUR

501 Dipper Lane Decatur, IL (217) 422-6931

## MEMORANDUM

DATE: 2/9/2022

SUBJECT: Maintenance Monthly Activity Report for January 2022

### **Overall**

210 Motor Control Center Replacement will start 2/14/22. The work should be fully completed by 2/25/22. The replacement of the blower building motor control center will start 3/7/22. I will plan on putting the Larkdale motor control center installation out for quote in February with installation anticipated in late March / early April 2022.

Beehive continues data migration into the new software. Our "go live" date will be 2/28/22. Vincent is working through final set up of the tablets along with installation of screen protectors / rugged cases. Staff training will be held 2/23, 2/24, and 2/25. We will review basic system operation, table use, and the available documentation in the system. Beehive reps will be on site one additional time to help with training and final setup as needed.

I have worked with Christy-Foltz, Decatur Fence, General Fence, and Bodine Electric to obtain quotes for the repairs needed at the front gate. All quotes have been forwarded to the insurance companies for review / approval to proceed.

### **Work Orders Completed, Total of 1120**

43 Corrective

13 Improvement / New

1120 PM

2 Process

1 Project

8 Safety

0 Training / Meeting

3 Asset Management

33 Proactive Work / Issues found during a Preventive Maintenance.

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### **Systems Integrator and I&C Monthly Activity**

- Lakeshore Pump Station Project work
- 210 MCC upgrade
- 231 Blower MCC upgrade
- Pre-work on Larkdale MCC and PLC upgrade
- Pre-work for 325 Pump #3 replacement and program change
- Win 911 2021 Interactive troubleshooting and setup
- Front Gate project work
- Updating Digester PLC drawings removing old IO that's not needed anymore
- Outside pump station IO audit and documentation
- Assisted in new cable install from the front gate
- Working with Kyle on fiber optic plantwide labeling and documentation

### **Mechanical Maintenance Monthly Activity**

Thank you to all the maintenance staff for their diligent work during the recent heavy snow. The high winds and duration of the storm made keeping roads and walkways clear very difficult.

We had to move the recirculation pump from digester #3 to digester #4 due to the lead time for the replacement pump for #4 being stretched out to mid-May. Digester #3 will be out of service until the new lid is completed and ready for startup. We initially ordered the pump in July 2021 w/ a quoted lead time of 8-12 weeks. The lead time has been extended due to supply chain issues and the factory was moved to a different location. We are seeing extended lead times on almost all items we order on a regular basis. This will be reflected in my budget to allow us to keep more parts / supplies on hand.

### **M.I.S. Department Monthly Update**

- Network Administration, Helpdesk, Troubleshooting and Repair
  - Ongoing network administration.
  - Tablet setup for Beehive CMMS Rollout
  - Continue to work w/ Bodine Electric on intermittent phone static issues

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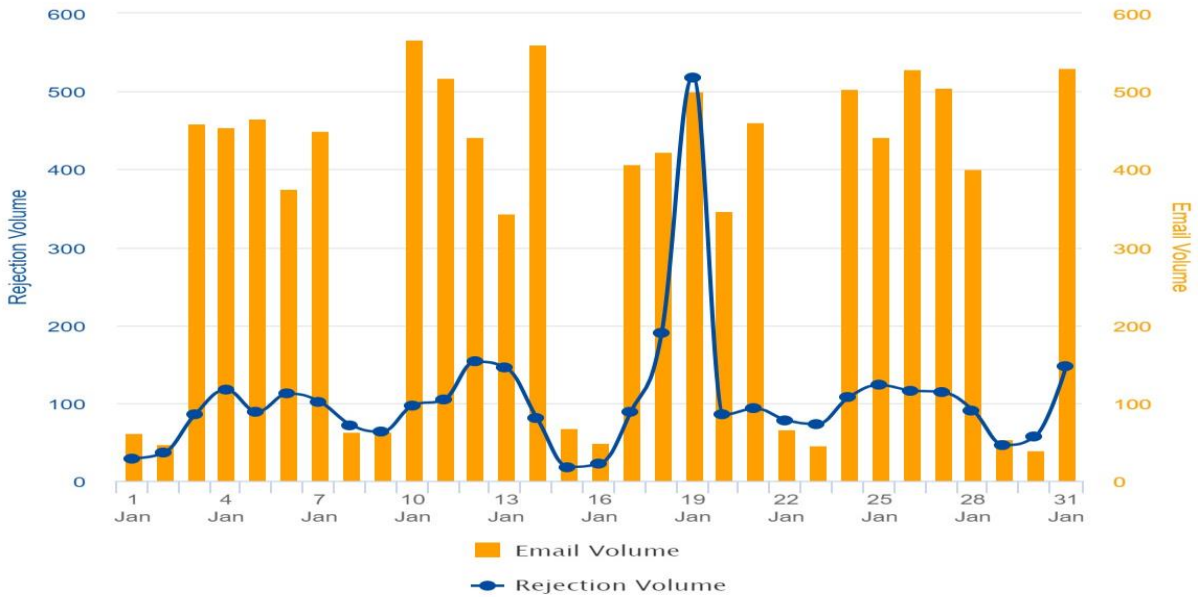
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### Email Security

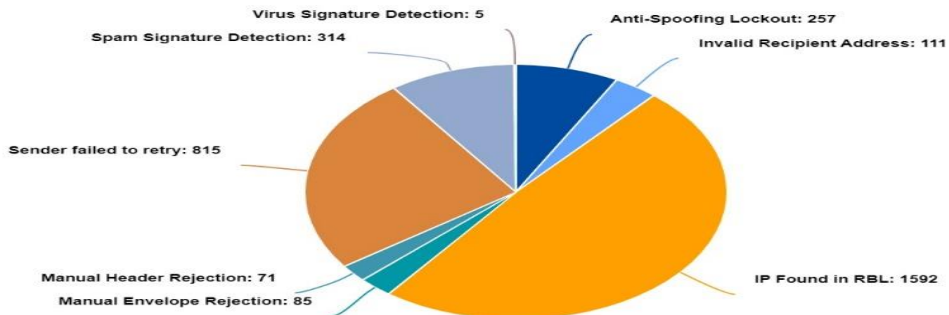
#### Email Volume Vs Rejected Mail

From 1 Jan 2022 To 31 Jan 2022  
Total Email Count : 10243 Total Rejection Count : 3250



#### Rejection Overview

From 1 Jan 2022 To 31 Jan 2022  
Total Rejection Count: 3250



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### Email Statistics Report

From Feb - 2021 To Jan - 2022

Month-Year	Total Inbound email	Rejections (includes viruses & spam)	Legit Inbound Email	% Rejections	Total Outbound email	Total Internal email
Feb - 2021	5,322	2,265	3,057	42.56 %	791	3,990
Mar - 2021	7,979	3,708	4,271	46.47 %	1,442	5,970
Apr - 2021	11,752	7,729	4,023	65.77 %	1,367	6,039
May - 2021	12,426	8,530	3,896	68.65 %	1,166	5,205
June - 2021	7,267	3,343	3,924	46.00 %	1,308	4,987
July - 2021	7,389	3,422	3,967	46.31 %	1,377	3,992
Aug - 2021	8,371	4,179	4,192	49.92 %	1,119	5,718
Sep - 2021	7,104	3,030	4,074	42.65 %	1,053	9,427
Oct - 2021	7,560	2,977	4,583	39.38 %	1,271	11,386
Nov - 2021	7,392	3,025	4,367	40.92 %	1,117	16,253
Dec - 2021	6,883	2,803	4,080	40.72 %	1,584	4,429
Jan - 2022	7,473	3,250	4,223	43.49 %	1,253	4,767
<b>Total</b>	<b>96,918</b>	<b>48,261</b>	<b>48,657</b>		<b>14,848</b>	<b>82,163</b>
<b>Mean</b>	<b>8,076.50</b>	<b>4,021.75</b>	<b>4,054.75</b>	<b>47.74 %</b>	<b>1,237.33</b>	<b>6,846.92</b>

If you have any questions or would like additional information about the maintenance department and our activities, feel free to contact me.

Thank you,

James Malone, CPMM

Phone: (217) 422-6931 (x-226)