

## **Maintenance Monthly Activity Report for April 2024**

### **Overall**

The motor control center replacement for the 054 Building has been delivered. We held a walk-through for contractors to look over the installation on 5/21/24. We will open quotes for the installation on 5/28/24. We plan to have the installation completed by the end of June 2024.

The order window for the 2024 Ford Maverick XLTs opened back up through Bob Ridings. I have a proposed motion to issue a purchase order to Bob Ridings for one 2024 Ford Maverick XLT with AWD that will be assigned to our Lift Station Inspector. His current truck gets less than 20mpg and the new Maverick should average close to 30mpg. The Lift Station Inspector vehicle is one of the most heavily used vehicles in our fleet due to the daily lift station inspections. Once the order is placed, I will provide the lead time for the Maverick in my monthly report.

All FEMA paperwork has been completed and submitted for the June 2023 derecho response. IEMA has \$29,552.73 designated for SDD. I verified on 5/15/24 that they had received all the paperwork. We should have the payment by late May 2024.

During attendance of the WWETT show in Indianapolis, we met a vendor that specializes in safety training and procedures for sewer cleaning crews. Nezat Training and Consulting will be on site from July 22<sup>nd</sup> through July 24<sup>th</sup> conducting the training. The three days will consist of one day of classroom training and two days of field training. We have committed to training ten of our maintenance staff members.

Work with Innovative Staffing Solutions on hiring temporary employees to provide janitorial services is on track to be implemented by June 3, 2024. While the temporary employees are providing the service we will reevaluate the scope of work and determine how we want to proceed in the long term.

We would like to welcome Patrick Owens to the team as our new Systems Integrator! Patrick has an Associate's in Applied Science and a Certificate of Achievement in Electrical Distribution. Patrick has a strong desire to learn new skills and should be a great addition to our team!

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

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- Creating monthly spreadsheets for Black & Veatch Power BI with SCADA and Lab data
- Working with I&C on the installation and configuration of Digital Paperless Chart recorders at the Major pump stations around town
- Repairs to the front gate call box and card reader have been completed.
- 217 Classifier and PLC upgrades have been completed.
  - 325 Switchgear troubleshooting and repair.
  - PM's
  - I&C employees are performing the necessary maintenance and calibrations on the new PH, ORP, and TSS meters that are installed on the FRAC tank project.
  - Disinfection startup complete and all equipment is operational.
  - Setting up training for all I&C shop employees on ethernet communications for PLC networks:
    - Kelsey Ashcraft is completing the training online in May 2024.

### **Mechanical Maintenance Monthly Activity**

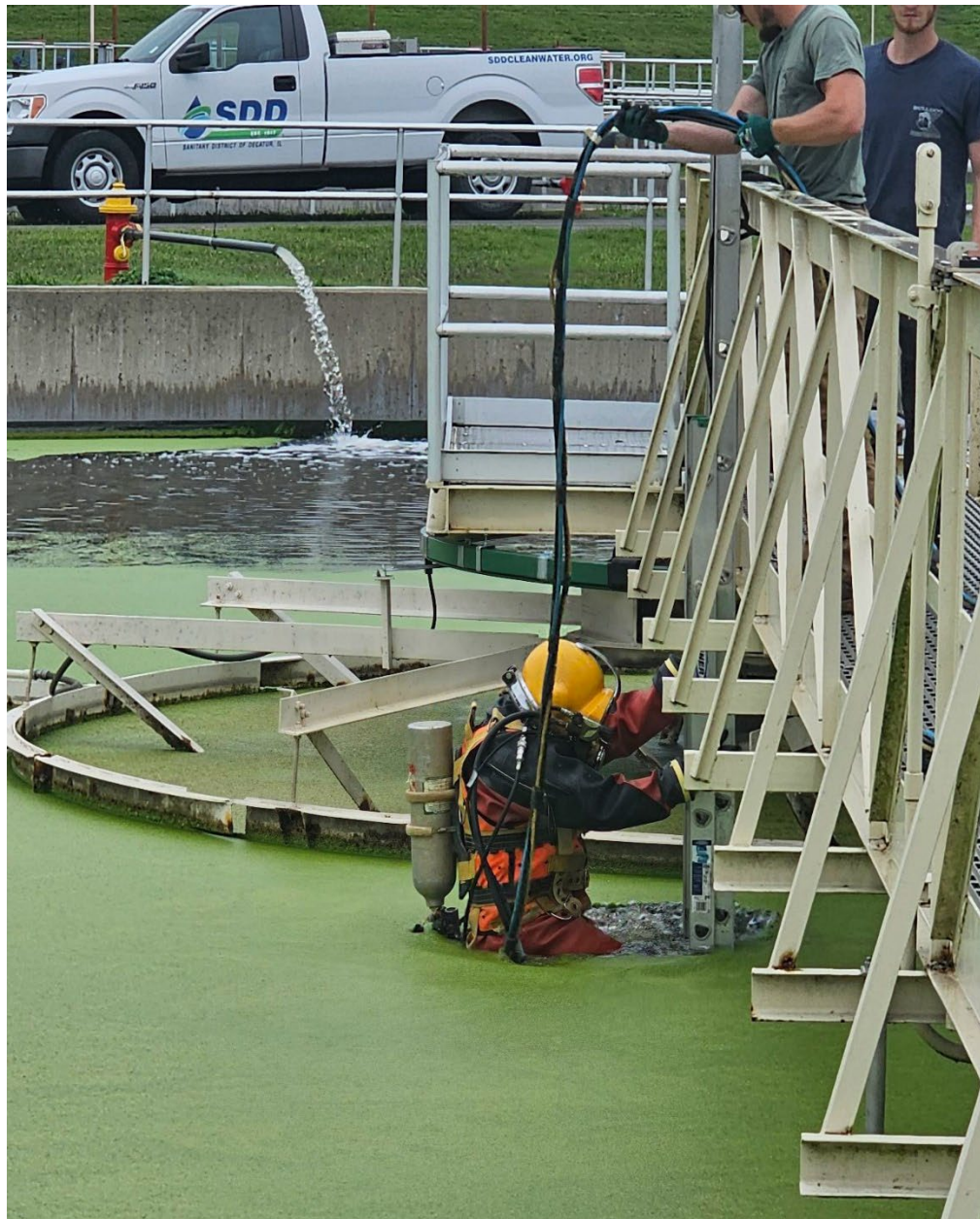
The mechanical maintenance group has completed or is working on the following:

- Preventive Maintenance Work Orders
- The maintenance group completed concrete repairs at the 314 building and the east loadout lagoon at Wyckles. The pump and mixer at Wyckles will be pulled in May for their annual proactive rebuild.
- The sewer cleaning crew has begun the annual cleaning of all pump station wet wells. They will work through all stations as time and weather allows.
- Outside maintenance staff are completing repairs to issues that were found during easement clearing and the annual inspections.
- Linear motion mixer #3 has developed a metallic chirp that is happening on each stroke. J. D. Malone supplied a video to Ovivo that illustrates the noise and where it occurs in the stroke. We are awaiting feedback from Ovivo.
- Maintenance staff coordinated with operations to complete the isolation test of the 259 building in preparation for the installation of the replacement main isolation valve. During the isolation test, our hydraulic pumper developed multiple leaks in the hydraulic lines. Zach Drum completed the necessary repairs and J. D. Malone will coordinate the valve installation with Burdick.
- Maintenance staff serviced all four secondary aeration basins to allow for flow storage to complete the equipment replacement at the 325 building. This involved cleaning the basins, repairing the PVC piping as

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required, and replacing four gate actuators. This will give us the use of all four tanks for temporary water storage purposes.

- May 3, 2024, we had Bulldog Diving on site to remove items from final clarifier #6. We have not been able to get the groundwater down to a level to allow us to perform an entry. Bulldog was able to successfully enter the tank and remove the items. Pictures are included below of the entry and the recovered items. The tank is now back in service.



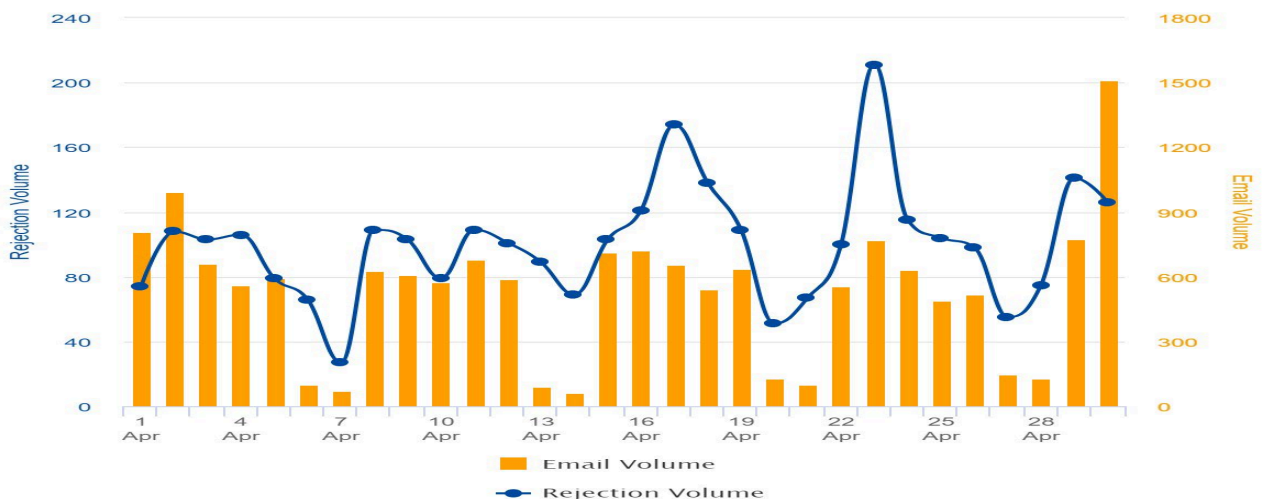
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### M.I.S. Department Monthly Update

- Network Administration, Helpdesk, Troubleshooting and Repair
  - Ongoing network administration.
  - Tablet Tech Support and Updates for Beehive CMMS
  - Working with Jamey on SCADA and Win911 Mobile Upgrades
  - Testing different tablet types to help make the SCADA system easier to use on mobile devices while maintaining a high level of security.
  - Mark Cable is training with Vincent McCauley on our current equipment and software.

Email Volume Vs Rejected Mail  
From 1 Apr 2024 To 30 Apr 2024  
Total Email Count : 16040 Total Rejection Count : 3010



# Maintenance Monthly Activity Report for April 2024

## Email Statistics Report

From May - 2023 To Apr - 2024

Month-Year	Total Inbound email	Rejections (includes viruses & spam)	Legit Inbound Email	% Rejections	Total Outbound email	Total Internal email
May - 2023	52,472	49,651	2,821	94.62 %	795	3,983
June - 2023	47,612	42,780	4,832	89.85 %	1,149	7,685
July - 2023	11,445	6,632	4,813	57.95 %	1,203	6,541
Aug - 2023	48,703	43,358	5,345	89.03 %	1,430	8,183
Sep - 2023	148,905	143,856	5,049	96.61 %	1,132	5,935
Oct - 2023	23,509	18,137	5,372	77.15 %	1,368	6,676
Nov - 2023	8,239	3,283	4,956	39.85 %	1,439	6,005
Dec - 2023	7,651	2,816	4,835	36.81 %	1,245	6,183
Jan - 2024	9,548	3,911	5,637	40.96 %	1,718	7,259
Feb - 2024	39,413	34,586	4,827	87.75 %	1,638	7,532
Mar - 2024	24,332	19,956	4,376	82.02 %	1,385	14,699
Apr - 2024	8,734	3,010	5,724	34.46 %	1,727	8,589
<b>Total</b>	<b>430,563</b>	<b>371,976</b>	<b>58,587</b>		<b>16,229</b>	<b>89,270</b>
<b>Mean</b>	<b>35,880.25</b>	<b>30,998.00</b>	<b>4,882.25</b>	<b>68.92 %</b>	<b>1,352.42</b>	<b>7,439.17</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)