

SANITARY DISTRICT OF DECATUR

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

MEMORANDUM

DATE: 1/19/2022

SUBJECT: Maintenance Monthly Activity Report for December 2021

Overall

Due to manpower limitations, the 210 and Blower Building MCC installations have been delayed. We are now at the point where we can schedule this activity. 210 Building MCC installation will begin early February and Blower building MCC installation will start March 7th.

Beehive continues data migration into the new software. We are pushing for a go live date in early February. Beehive is working through data migration and overall geometry for equipment locations. The software will not be ready for the February 1 go live goal. We procured 22 tablets and Vincent is working through getting them set up for staff. Staff training will be held late January / early February.

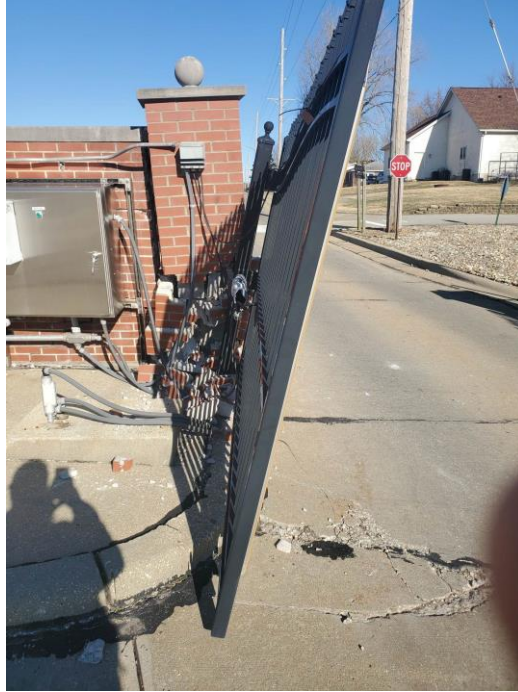
On January 8th at approximately 2:40PM we had a vehicle crash into the exit side of the front entry gate to the plant. Steve Smith (the operator working at the time) responded to the scene and made sure the motorist was ok. The rain that was falling had quickly turned to ice and most roads were very slick. Since the accident, I have worked with insurance adjusters to get the gate fixed. I have met with a general contractor, electrical contractor, and two fencing contractors to obtain quotes. We had Christy-Foltz pull down the leaning column and remove the damaged exit gate. Decatur Fence supplied a temporary fence panel to help secure the plant while repairs are planned. Thornton Welding came on site and welded braces in to help secure the center section of the wall. Pictures of the damage are included below for your reference.



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Work Orders Completed, Total of 1280

46 Corrective

2 Improvement / New

1191 PM

5 Process

1 Project

10 Safety

0 Training / Meeting

1 Asset Management

24 Proactive Work / Issues found during a Preventive Maintenance.

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

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Mechanical Maintenance Monthly Activity

Maintenance crews had to be adjusted when Early West moved into his new position as Outside Maintenance Supervisor. Due to the adjustment, we have assigned each staff member to work in individual buildings with little interaction with other maintenance staff to avoid COVID transmission between the crews. Further adjustments will need to be made as staffing levels change.

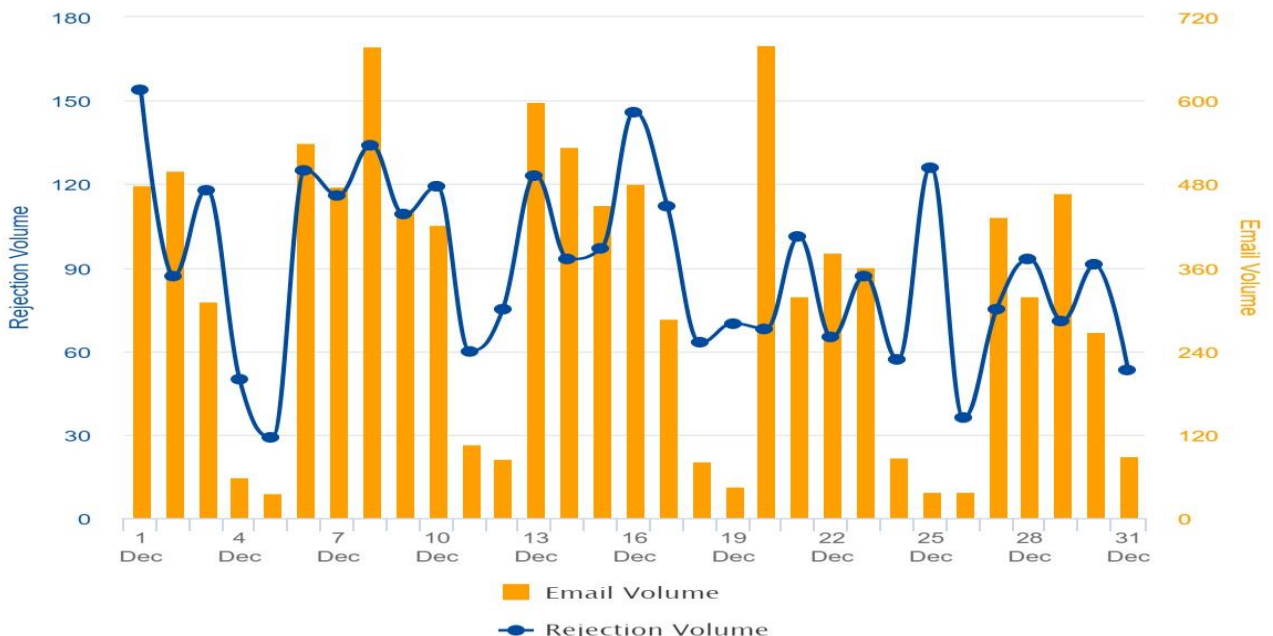
Maintenance staff repaired Linear Motion Mixer #1 and put it back in to service. It was critical to get the mixer running to have the contents well mixed to speed up transfer from digester #1 to digester #4. Digester #1 will be the last one to have the new siding system installed.

M.I.S. Department Monthly Update

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

Email Security

Email Volume Vs Rejected Mail
From 1 Dec 2021 To 31 Dec 2021
Total Email Count : 10093 Total Rejection Count : 2803



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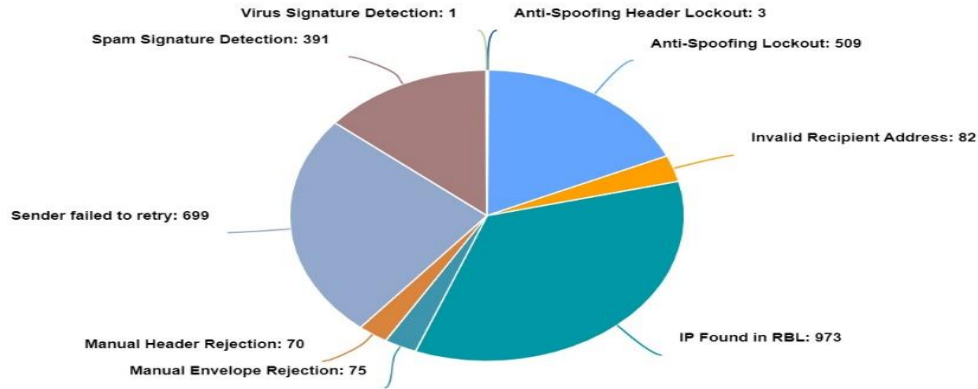
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Rejection Overview

From 1 Dec 2021 To 31 Dec 2021

Total Rejection Count: 2803



Email Statistics Report

From Jan - 2021 To Dec - 2021

Month-Year	Total Inbound email	Rejections (includes viruses & spam)	Legit Inbound Email	% Rejections	Total Outbound email	Total Internal email
Jan - 2021	3,335	1,360	1,975	40.78 %	622	2,423
Feb - 2021	7,047	2,953	4,094	41.90 %	1,116	5,100
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
Total	94,505	47,059	47,446		14,542	80,929
Mean	7,875.42	3,921.58	3,953.83	47.46 %	1,211.83	6,744.08

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)