

Maintenance Monthly Activity Report for September 2025

Overall

The Ford F750 dump truck tarp system installation has been completed, and the truck has been put into service.

The two new Ford Transit T150 cargo vans that we ordered in May were delivered late last month. The interior racking and ladder rack have been transferred from the outgoing Monitoring Technician van. The second van will be assigned to our I&C department and was ordered with all the required interior shelving installed. Dynagraphics has verified measurements and provided a mock-up for the graphics package. The graphics should be installed before the board meeting.

We plan to have a surplus equipment auction in the spring of 2026. We will have a dump truck, multiple vehicles, and various pieces of equipment to be included in the auction. This will also provide an opportunity to auction any unused furniture or equipment from the existing administration building when we move into the new building.

We are currently reviewing PM schedules across all buildings and adjusting them where needed. As part of this process, we're uploading O&M (Operations & Maintenance) manuals, photographing all assets, and verifying that nameplate data is accurately reflected in Beehive. Completed JSA (Job Safety Analysis) forms are also being incorporated into routine tasks.

J. D. will provide an update on the proposed schedule for our Beehive 2.0 upgrade during his verbal report.

Took part in walkthroughs with Donohue and CMT in preparation for the upcoming projects. We reviewed the effluent pump station, screening building, and other areas of the plant to help in the design process. We also had a virtual meeting with Black & Veatch, Donohue, and CMT to review the I&C Framework Document. This document should improve consistency and coordination in future design deliverables.

Maintenance completed 552 work orders in September. The low number of completed work orders is due to a heavy concentration on larger projects. We had a total number of 1350.61 work hours reported. 1279.75 on proactive work and 70.86 on corrective/reactive work.

Maintenance Monthly Activity Report for September 2025

Information Systems and I&C Monthly Activity

- Completed the installation of the Teams phone system, including the new auto attendant, on call features, and moved the front gate call box to a new outside phone line.
- Working with Engineering and Contractors on the new Administrative Workforce Center.
- Created an operational scheme document for Black and Veatch on Chlorine disinfection operation
- Working with Farnsworth and Black and Veatch on the I&C scope of work for the new plant upgrades
- PM and Corrective Work Orders
- Working with maintenance and operations to verify all equipment is ready for the upcoming land application season. Wired the loadout pump and tested for proper operation. I&C replaced the mixer status indication strobe light.
- Rewired the impending over torque and over torque alarms on Primary Clarifiers 4, 5, and 6.
- Verified that all floats are operational in the wells at the CSO facilities. These wells are very deep and require multiple staff members to perform the confined space entry safely.
- Worked with the System Integrator on SCADA upgrades, color scheme going forward, and updating drawings to match the new color scheme.

Mechanical Maintenance Monthly Activity

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

- Preventive Maintenance Work Orders
- RAS pump #8 full rebuild was started and should be completed by mid-October 2025.
- Outside Maintenance staff prepped for and assisted with the Larkdale force main inspection.
- Outside maintenance staff are working with I&C and Operations to verify all equipment is ready for land application season. Installed fittings to allow for recirculation of the west lagoon for improved mixing. All equipment is ready to go for the upcoming land application season.
- The Buildings & Grounds crew continues to perform easement maintenance during the slower grass mowing season.
- I&C and Maintenance staff installed the replacement peroxide tank at the Lost Bridge pump station.
- The Sewer Cleaning Crew has been cleaning lines for the annual inspections.

Maintenance Monthly Activity Report for September 2025

M.I.S. Department Monthly Update

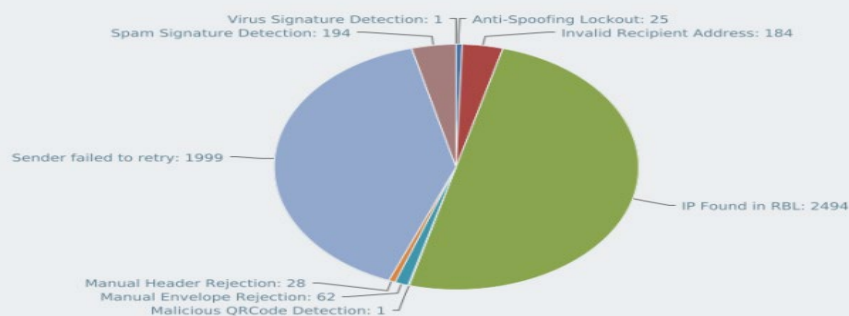
- Network Administration, Helpdesk, Troubleshooting, and Repair
 - Ongoing network and user administration.
 - Set up all teams' Phones and Cutover DID's(Direct Inward Dialing), completed SIP(Session Initiation Protocol)(digital phone line) Gateway registration process, and eFax
 - Received Fusion Connect training on the Teams application and the eFax gateway.

Email Statistics

Month-Year	Total Inbound Email	Rejections (includes viruses & spam)	Legit Inbound Email	% Rejections	Total Outbound Email	Total Internal Email
Oct - 2024	9,445	2,941	6,504	31.14 %	1,862	8,293
Nov - 2024	8,696	3,295	5,401	37.89 %	1,458	7,758
Dec - 2024	8,351	3,130	5,221	37.48 %	1,431	8,030
Jan - 2025	13,210	6,666	6,544	50.46 %	1,462	8,055
Feb - 2025	62,182	55,520	6,662	89.29 %	1,452	6,044
Mar - 2025	65,440	59,221	6,219	90.5 %	1,523	7,259
Apr - 2025	57,494	50,248	7,246	87.4 %	1,883	8,919
May - 2025	13,170	5,766	7,404	43.78 %	2,036	10,222
June - 2025	10,441	3,804	6,637	36.43 %	1,738	8,143
July - 2025	11,717	4,402	7,315	37.57 %	1,962	8,914
Aug - 2025	11,593	4,558	7,035	39.32 %	2,145	9,388
Sep - 2025	12,005	4,988	7,017	41.55 %	1,833	8,117
Total	283,744	204,539	79,205		20,785	99,142
Mean	23,645.33	17,044.92	6,600.42	51.9 %	1,732.08	8,261.83

Rejection Overview

Total Rejection Count: 4988



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) 462-9402