

Maintenance Monthly Activity Report for October 2024

Overall

We received the new 2024 Ford Maverick XLT AWD for the lift station inspector. The truck has been outfitted with waterproof seat covers and strobe lights.

Dynagraphics will install the vehicle logos before the vehicle is put in service.

In Old Business we have a motion to authorize the purchase of a 2024 Ford F250.

This is a budgeted and planned replacement. This vehicle will be outfitted with a snowplow and utilized by our Buildings & Grounds maintenance staff. Morrow Brothers holds the contract for the State of Illinois and has this truck on the lot, so it could be quickly put into service. The Ford F550 we have on order has been built and should arrive in December. The Ford F750 chassis has arrived, and the dump body is being installed. The anticipated delivery of the dump truck is late December 2024.

Due to the rapidly rising costs of the John Deere Gators that we utilize in the plant, we have been looking for alternatives that would serve a similar purpose. I will discuss the options we are looking at during the board meeting.

ELDT (Entry Level Driver Training) Update – JJ Keller will be on site in late January 2025 to train a second ELDT trainer and to recertify Sam Mattox.

Price Fowler from Beehive (our Asset Management Software) was in the plant on 11/12 and 11/13 to provide training and work through some minor issues we have been experiencing. The training was focused on supervisory staff members. Beehive is in the process of being purchased by CivicPlus. We discussed the possible impacts and changes that we could see. I will provide additional details during the board meeting.

Information Systems and I&C Monthly Activity

- Creating monthly spreadsheets for Black and Veatch Power BI with SCADA and Lab data
- Comparing phone systems for the new Administrative Workforce Center
- Working with I&C on the installation and configuration of Digital Paperless Chart recorders at the Major pump stations around town
- Optimizing SCADA updates for outside pump stations
- Training Patrick Owens on Systems Integrator responsibilities
- Work continues on all Final Clarifier/Diversion structure conduit upgrades and repairs.
- Attended Automation symposium in South Carolina
- 259 magnetic flowmeter replacement. Meter is on-site waiting for spool piece to be able to install meter

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- PM's and Corrective's
- Fixing broken boxes and exposed wiring around the secondary aeration tanks.
- Kelsey attended instrumentation training at the GE Booth site in Romeoville. This training will be given to all I&C employees next year

Mechanical Maintenance Monthly Activity

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

- Preventive Maintenance Work Orders
- Maintenance staff winterized the land application equipment. When the lagoon level rises, staff will remove the pump and mixer for a proactive rebuild.
- Maintenance and I&C staff will winterize all systems associated with disinfection. They will also proceed with repairs and upgrades to disinfection equipment as the weather allows.
- Maintenance staff coordinated with operations to install a new valve and pipe T that will allow us to easily pump digester contents directly to the secondary digesters. In the past, we would pump the digester contents onto the lid of the closest primary digester.
- The maintenance staff is cleaning out secondary digester #2 so we can inspect the lid. The contents on the digester are very thick and we have had to add water and mix to keep the pump from clogging and losing prime.
- The irrigation system for the current admin lawn has been shut down and the wiring has been removed. Staff installed the plug on the line and the system is ready for Christy Foltz to fill and remove the manhole riser/casting.

M.I.S. Department Monthly Update

- Network Administration, Helpdesk, Troubleshooting and Repair
 - Ongoing network and user administration.
- Projects
 - Setup and enabled recording for new Admin build site camera and NAS
 - Reviewing possible changes for TEAMS phone system

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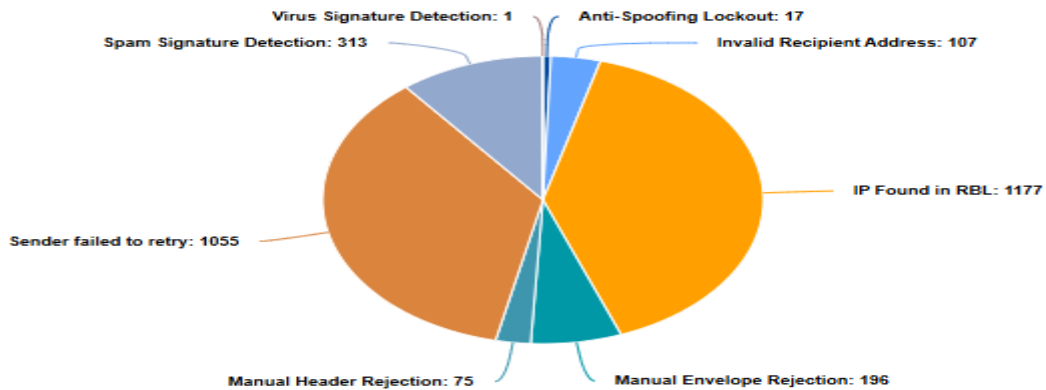
Email Statistics Report

From Nov - 2023 To Oct - 2024

Month-Year	Total Inbound email	Rejections (includes viruses & spam)	Legit Inbound Email	% Rejections	Total Outbound email	Total Internal email
Nov - 2023	7,046	2,812	4,234	39.91 %	1,272	5,238
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
May - 2024	8,684	3,191	5,493	36.75 %	1,630	8,510
June - 2024	8,200	3,159	5,041	38.52 %	1,270	9,596
July - 2024	8,315	2,541	5,774	30.56 %	1,333	10,525
Aug - 2024	8,465	2,903	5,562	34.29 %	1,316	8,228
Sep - 2024	8,905	3,001	5,904	33.70 %	1,705	7,832
Oct - 2024	9,445	2,941	6,504	31.14 %	1,862	8,293
Total	148,738	84,827	63,911		18,101	102,484
Mean	12,394.83	7,068.92	5,325.92	43.91 %	1,508.42	8,540.33

Rejection Overview

From 1 Oct 2024 To 31 Oct 2024
Total Rejection Count: 2941



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

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