

**MAINTENANCE DEPARTMENT  
MONTHLY OPERATIONS REPORT  
FOR THE MONTH OF: NOVEMBER 2020  
PREPARED: DECEMBER 2020**

MEASURE	MONTH	UNITS	FY YTD	UNITS
WORK ORDERS (W.O.) PROCESSED	79		1392	#
STAFF HOURS REQUIRED FOR W.O.	263	HRS.	2104.08	HRS.
NON-CORE DUTIES HOURS	40	HRS.	459	HRS.
CD. MAN HOURS REQUIRED FOR WO	223	HRS.	1242.58	HRS.
PM FIRE HYDRANTS	0		223	
FIRE HYDRANT REPAIR	0		2	
PM VALVE EXERCISED	0		0	
MANHOLE INSPECTIONS	2		178	
CCTV SEWER LINE	0	L. FT.	757	L. FT.
SEWER LINE CLEANED	0	L. FT.	509	L. FT.
SL RAT INSPECTIONS	0	L. FT.	35,134	L. FT.
VEHICLES SERVICED/REPAIRED	10		90	
# OF WATER BREAKS	0		3	
# OF SEWER BACKUPS	0		0	
# OF CLEANOUTS INSTALLED	0		0	
# OF MISS UTILITY TICKETS	121		699	
# OF METERS READ	32		172	
# OF METERS SHUT OFF	0		0	
# OF METERS TURNED ON	0		0	
# OF REPLACED METERS	0		0	
# OF REPLACED REGISTERS	0		0	
# OF NEW ACC. METER INSTALLS	2		12	
# OF LEAK CHECKS	43		259	
# OF REPLACED MIUs (Radios)	32		145	
CUSTOMER COMPLAINTS	0		0	
WATER COMPLAINTS REC'D	0		0	
WATER COMPLAINTS RESOLVED	100	%	100	%
WASTEWATER COMPLAINTS REC'D	0		0	
WASTEWATER COMPLAINTS RES'D	100	%	100	%
BULK WATER GALLONS AT NEW RATE	0	Gallons	0	Gallons
BULK WATER SALES-(rate \$15.18per)	\$0.00		\$0.00	

**ACCOMPLISHMENTS**

Right of way trimming operations in subdivisions  
 Leaf removal operations in Right of Ways and Town properties and facilities  
 Fleet maintenance  
 Weekly cleaning and restocking of dog waste stations  
 Equipment Maintenance  
 Asphalt repair/patch on Kinloch Ct.  
 Removed fallen tree/debris on Chapman/DeMary Trail  
 Assisted contractor with milling/paving operations for numerous streets  
 Weekly mowing operations  
 Removed fallen tree from easement to Hirst Reservoir  
 Community Event Sign Work Orders  
 Relocated radar data signs to Pickwick Drive  
 Town Hall Work Orders  
 Storm drainage cleaning town wide.  
 Animal Control issues (Removal of dead animals from ROW)  
 Emptied public trash cans as needed  
 Trash/debris clean up from public parking lots

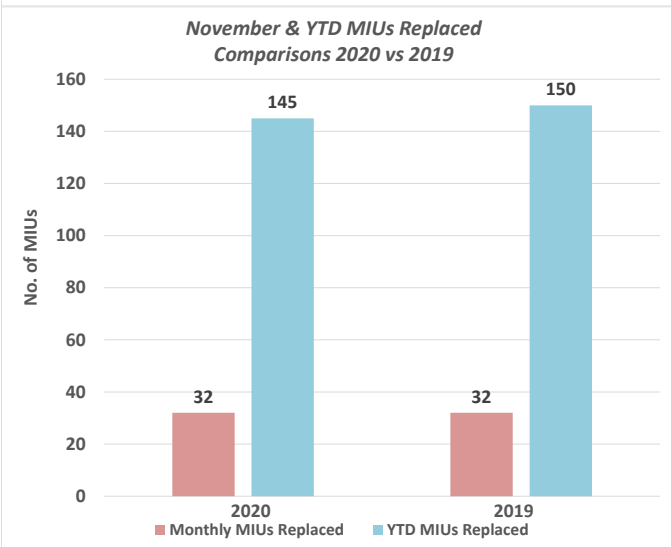
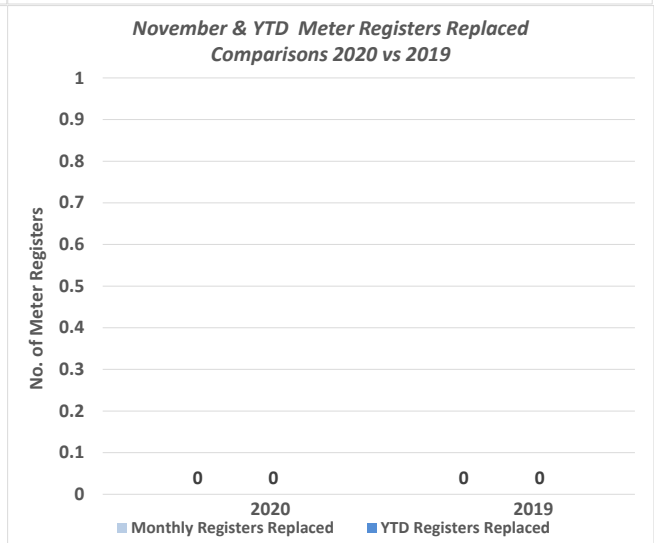
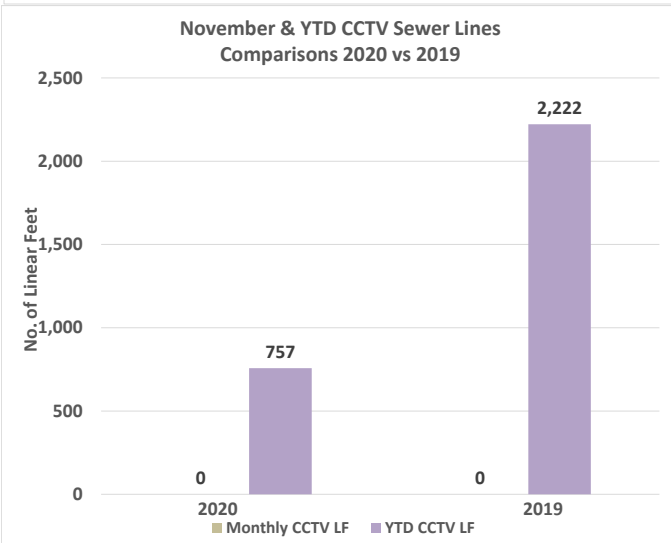
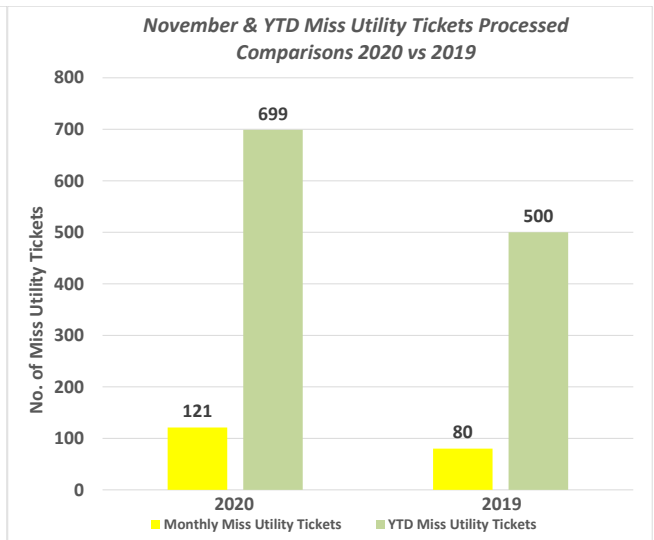
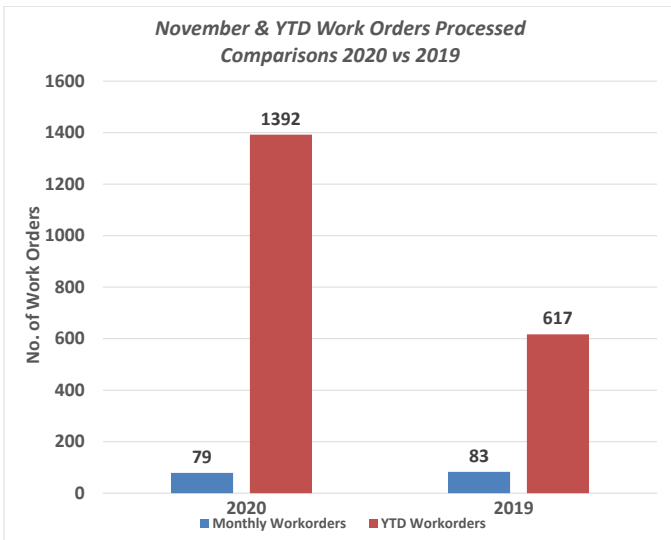
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MEASURE	MONTH	UNITS	FY YTD	UNITS
WORK ORDERS (W.O.) PROCESSED	83		617	#
STAFF HOURS REQUIRED FOR W.O.	308.5	HRS.	1738	HRS.
NON-CORE DUTIES HOURS	43.5	HRS.	177	HRS.
CD. MAN HOURS REQUIRED FOR WO	265	HRS.	1210	HRS.
PM FIRE HYDRANTS	0		63	
FIRE HYDRANT REPAIR	0		2	
PM VALVE EXERCISED	0		1	
MANHOLE INSPECTIONS	0		11	
CCTV SEWER LINE	0	L. FT.	2,222	L. FT.
SEWER LINE CLEANED	0	L. FT.	2,366	L. FT.
SL RAT INSPECTIONS	1,182	L. FT.	11,411	L. FT.
VEHICLES SERVICED/REPAIRED	5		56	
# OF WATER BREAKS	0		0	
# OF SEWER BACKUPS	1		2	
# OF CLEANOUTS INSTALLED	0		2	
# OF MISS UTILITY TICKETS	80		500	
# OF METERS READ	27		129	
# OF METERS SHUT OFF	1		13	
# OF METERS TURNED ON	0		12	
# OF REPLACED METERS	0		0	
# OF REPLACED REGISTERS	0		0	
# OF NEW ACC. METER INSTALLS	0		4	
# OF LEAK CHECKS	27		140	
# OF REPLACED MIUs (Radios)	32		150	
CUSTOMER COMPLAINTS	0		0	
WATER COMPLAINTS REC'D	0		0	
WATER COMPLAINTS RESOLVED	100		100	
WASTEWATER COMPLAINTS REC'D	0		0	
WASTEWATER COMPLAINTS RES'D	100		100	
BULK WATER GALLONS AT NEW RATE	0	Gallons	0	Gallons
BULK WATER SALES-(rate \$15.18per)	\$0.00		\$0.00	

**ACCOMPLISHMENTS**

Installed new crosswalk blinker signs at W&OD Trail on Hatcher Ave.  
 Trimmed all of the banks at Hirst Reservoir property  
 Completed seasonal mowing operations for town facilities/properties  
 Winterized lawn maintenance equipment  
 Leaf removal operations  
 Assisted parks and rec with Holiday events  
 Services/repared snow removal equipment  
 Assisted with water main repairs on S. 20th Street  
 Weekly cleaning/restocking of dog waste stations  
 Trail maintenance for Chapman/DeMary Trail  
 Replaced dead end barricade on 31st Street  
 Replaced/repared damaged signs in right of way  
 Removed and replaced two shed roofs at the Maintenance facility.  
 Cleaned numerous ditches on VDOT streets  
 Town Hall work orders  
 Community event sign work orders  
 Assisted with sewer lateral repair on I Street  
 Graded easement at Cooper Springs  
 Removed fallen trees at Hirst Reservoir property  
 Installed driveway culvert at 331 Nursery Ave.

**Maintenance Department  
2020 vs 2019 Comparisons**



**WATER TREATMENT PLANT  
MONTHLY OPERATIONS REPORT  
FOR THE MONTH OF: NOVEMBER 2020  
PREPARED: DECEMBER 2020**

**WATER TREATMENT PLANT  
MONTHLY OPERATIONS REPORT  
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WATER	MONTH	UNITS	AVG./DAY	UNITS
ALUMINUM SULFATE	1,253.5	lbs.	41.8	lbs.
POLYMER				
METAPHOSPHATE	117.6	lbs.	3.9	lbs.
SODA ASH	1,241.2	lbs.	41.4	lbs.
FLUORIDE (WTP & WELLS)	181.9	lbs.	6.1	lbs.
POTASSIUM PERMANGANATE	25.0	lbs.	0.8	lbs.
CHLORINE (HYPOCHLORITE @ WTP)	266.9	lbs.	8.9	lbs.
CHLORINE RESIDUAL (TANK)			2.0	mg/L
AVERAGE PH (FINISHED)			7.5	SU
BULK WATER SALES	0	gals.	0.0	gals.
INLINE METER, COOPER SPRINGS	4,012,857	gals.	133,761.9	gals.
JEFFRIES WELL	1,086,300	gals.	36,210.0	gals.
WATER PLANT GALLONS	8,259,000	gals.	275,300.0	gals.
MARSH WELL	1,820,900	gals.	60,696.7	gals.
MOUNTAIN VIEW WELL	473,930	gals.	15,797.7	gals.
MAIN STREET VILLAGES WELLS (MS-1 & VC)	2,618,930	gals.	87,297.7	gals.
CORNWELL #2 WELL	1,721,027	gals.	57,367.6	gals.
FORBES WELL	1,211,107	gals.	40,370.2	gals.
KANE WELLS #1 & 2	725,700	gals.	24,190.0	gals.
<b>TOTAL WATER FLOW</b>	<b>16,830,594</b>	<b>gals.</b>	<b>561,019.8</b>	<b>gals.</b>

RESERVOIR LEVELS:	1-Nov-2020	30-Nov-2020
FRONT LAKE:	4.94'	5.38'
BACK LAKE	1.9'	3.28'
RAINFALL:	3.18"	

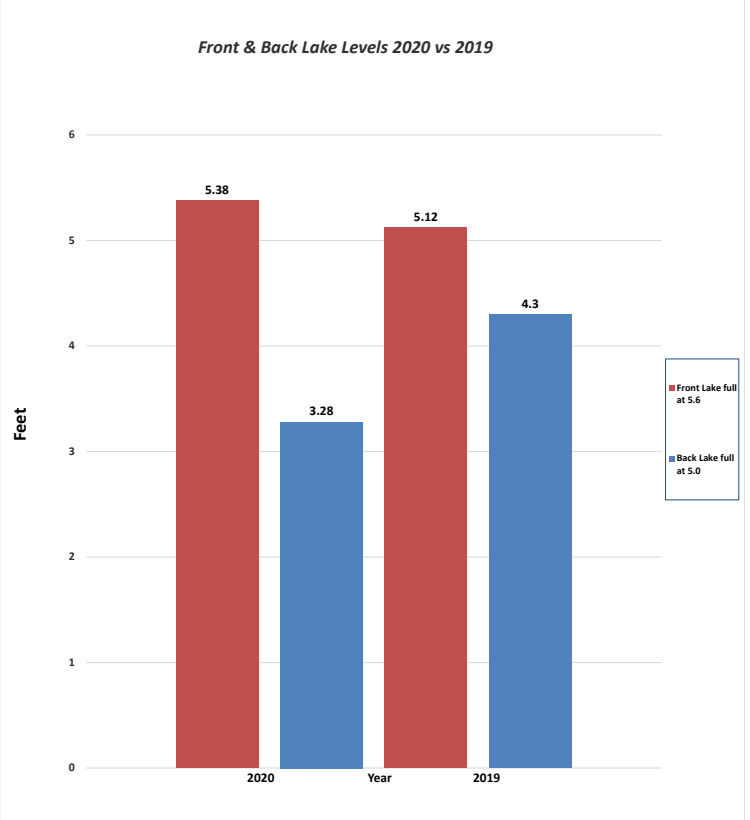
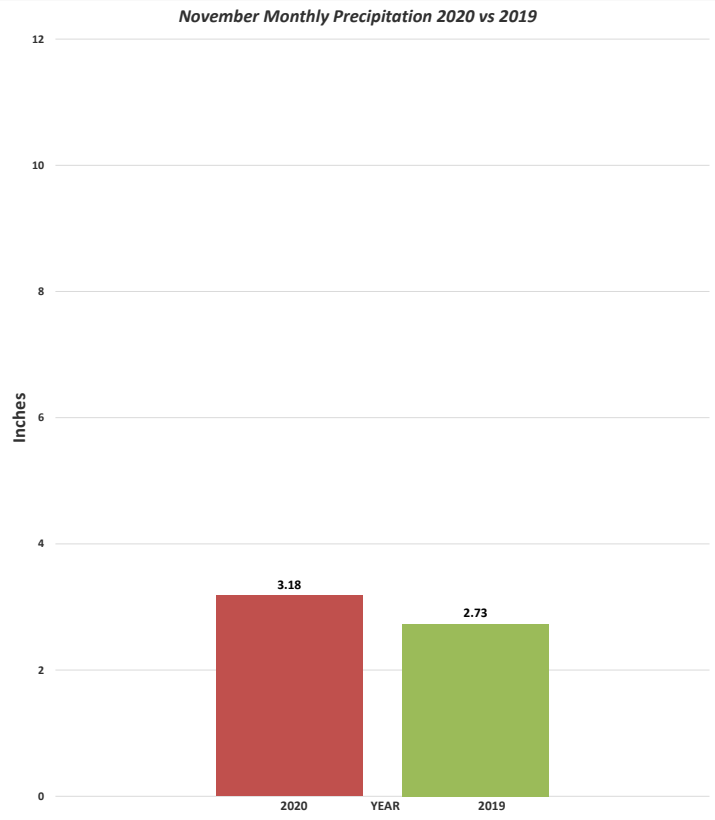
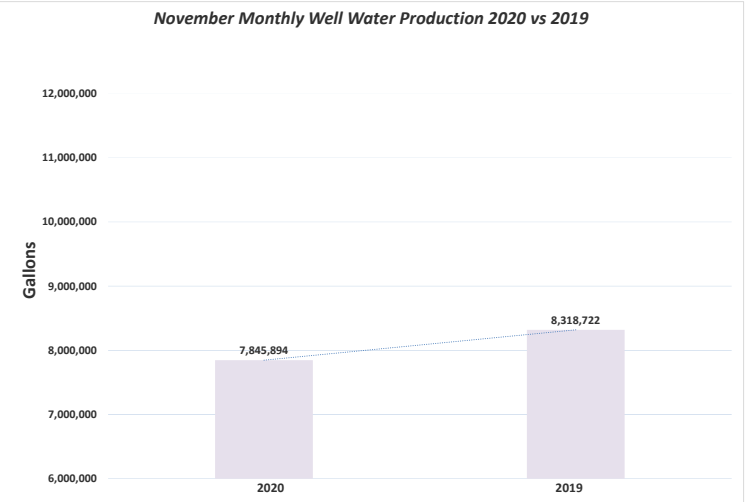
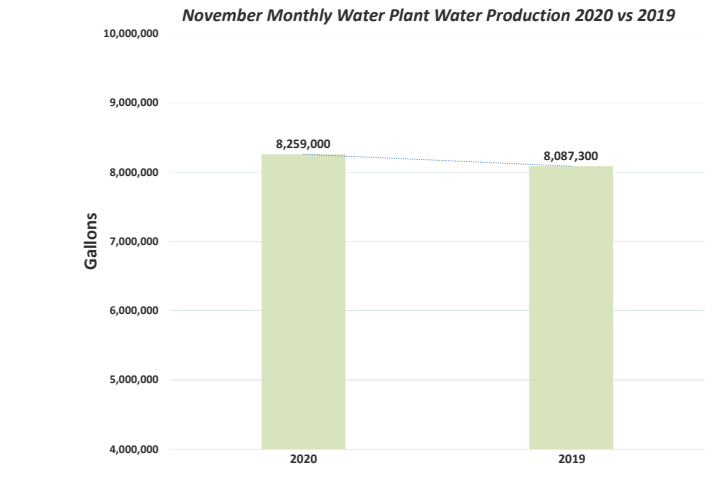
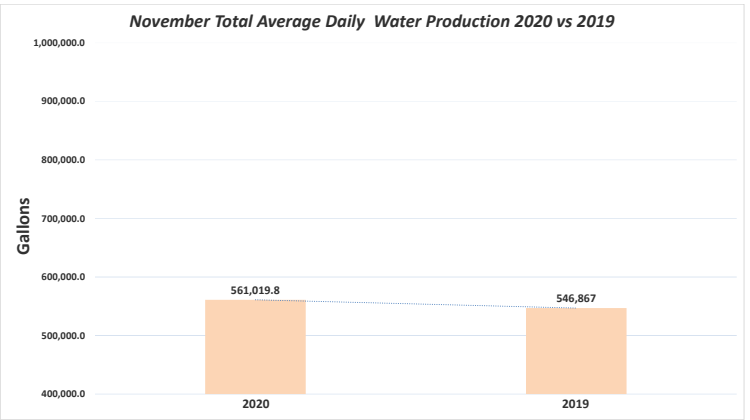
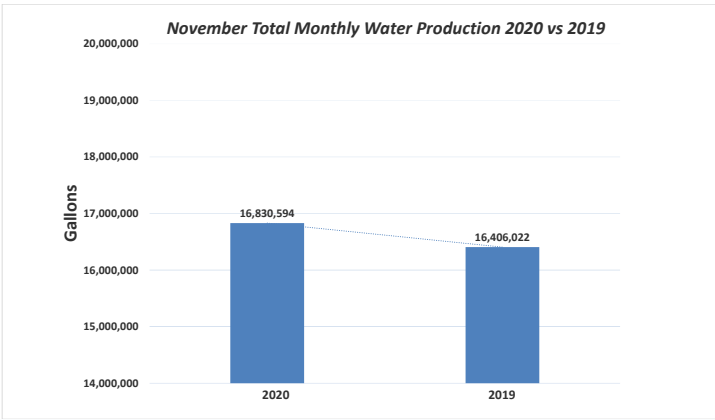
WATER	MONTH	UNITS	AVG./DAY	UNITS
ALUMINUM SULFATE	1,190.0	lbs.	39.7	lbs.
POLYMER				
METAPHOSPHATE	220.4	lbs.	7.3	lbs.
SODA ASH	1,265.6	lbs.	42.2	lbs.
FLUORIDE (WTP & WELLS)	178.4	lbs.	5.9	lbs.
POTASSIUM PERMANGANATE	25.6	lbs.	0.9	lbs.
CHLORINE (HYPOCHLORITE @ WTP)	277.6	lbs.	9.3	lbs.
CHLORINE RESIDUAL (TANK)			2.0	mg/L
AVERAGE PH (FINISHED)			7.6	SU
BULK WATER SALES	-	gals.	0	gals.
INLINE METER, COOPER SPRINGS	4,455,000	gals.	148,500	gals.
JEFFRIES WELL	0	gals.	0	gals.
WATER PLANT GALLONS	8,087,300	gals.	269,577	gals.
MARSH WELL	1,697,700	gals.	56,590	gals.
MOUNTAIN VIEW WELL	415,193	gals.	13,840	gals.
MAIN STREET VILLAGES WELLS (MS-1 & VC)	3,374,102	gals.	112,470	gals.
CORNWELL #2 WELL	1,556,778	gals.	51,893	gals.
FORBES WELL	1,274,949	gals.	42,498	gals.
KANE WELLS #1 & 2				
<b>TOTAL WATER FLOW</b>	<b>16,406,022</b>	<b>gals.</b>	<b>546,867</b>	<b>gals.</b>

RESERVOIR LEVELS:	1-Nov-2019	30-Nov-2019
FRONT LAKE:	5.22'	5.12'
BACK LAKE	4.76'	4.30'
RAINFALL:	2.73"	

**ACCOMPLISHMENTS**

VDH ODW Monthly Operating Report due 12/10 was submitted electronically on 12/7/2020.  
Four Weekly Water Production Reports were completed.  
Kane Well #1 brought on-line at Nature Park GWTP.

**Water Well Production Facilities  
November 2020 vs 2019 Comparisons**



**WATER RECLAMATION FACILITY  
MONTHLY OPERATIONS REPORT  
FOR THE MONTH OF: November 2020  
PREPARED: December 2020**

**WATER RECLAMATION FACILITY  
MONTHLY OPERATIONS REPORT  
FOR THE MONTH OF: November 2019  
PREPARED: December 2019**

MEASURE		AVG./DAY	
INFLUENT FLOW	18,293,200 GAL	609,800	GAL
EFFLUENT FLOW	17,455,300 GAL	581,800	GAL
MAXIMUM DAY INFLUENT	984,800 GAL		
FERRIC CHLORIDE	2,618 GAL	87	GAL
CITRIC ACID	- GAL	-	GAL
SODIUM HYPOCHLORITE	196 GAL	22	GAL
METHANOL	853 GAL	28	GAL
 RAIN	 4.01 IN.	 0.13	 IN.

MEASURE		MONTH		AVG./DAY
INFLUENT FLOW	15,452,100 GAL	515,100	GAL	
EFFLUENT FLOW	13,746,600 GAL	458,200	GAL	
MAXIMUM DAY INFLUENT	635,600 GAL			
FERRIC CHLORIDE	2,481 GAL	83	GAL	
CITRIC ACID	358 GAL	72	GAL	
SODIUM HYPOCHLORITE	367 GAL	73	GAL	
METHANOL	830 GAL	28	GAL	
 RAIN	 1.21 IN.	 0.04	 IN.	

**MONTHLY TOTAL NUTRIENT DISCHARGE**

TOTAL NITROGEN	122	LBS.
TOTAL NITROGEN YTD	931	LBS.
AVG. DAILY NITROGEN	0.66	MG/L
VPDES NITROGEN LIMIT	4.0	MG/L
TOTAL PHOSPHORUS	25	LBS.
TOTAL PHOSPHORUS YTD	345	LBS.
AVG. PHOSPHORUS DAILY	0.17	MG/L
VPDES PHOSPHORUS LIMIT	0.3	MG/L

**MONTHLY TOTAL NUTRIENT DISCHARGE**

TOTAL NITROGEN	35	LBS.
TOTAL NITROGEN YTD	698	LBS.
AVG. DAILY NITROGEN	0.31	MG/L
VPDES NITROGEN LIMIT	4.0	MG/L
TOTAL PHOSPHORUS	14	LBS.
TOTAL PHOSPHORUS YTD	320	LBS.
AVG. PHOSPHORUS DAILY	0.13	MG/L
VPDES PHOSPHORUS LIMIT	0.3	MG/L

**ACCOMPLISHMENTS**

All Staff received training on (EMS) Pump Station Waste Management  
(Plant Process) SOP and Operation Changes, (Safety) Office Safety, House Keeping& Building Maintenance Safety. (LAB)Chlorine Testing  
Hauled 48 wet tons of bio-solids for land application.  
Submitted VDEQ discharge monitoring report, Virginia's nutrient report .

NIA

No information available at this time.

## Basham Simms Water Reclamation Facility 2020 vs 2019 Comparisons

