

REGULAR SESSION, BOARD OF PUBLIC WORKS AND SAFETY, February 13, 2023

The Board of Public Works and Safety of Plymouth, Indiana, met in Regular Session at 6:00 p.m. on February 13, 2023. The meeting was held in the Council Chambers, on the second floor of the City Building, 124 N. Michigan St., Plymouth, Indiana.

Mayor Senter called the meeting to order. Senter presided for Board Members Duane Culp, Jeff Houin and Shioh Milner who were physically present. Board Member Bill Walters attended virtually. City Attorney Surrisi and Clerk-Treasurer Gorski were present. The public was able to see and hear the meeting through Microsoft Teams.

Board Members Culp and Houin moved and seconded to approve the minutes of the regular session of the Board of Public Works and Safety meeting of January 23, 2023. The motion carried.

Board Member Houin wished to mention that he had some conversations with Republic Services about the new large item pickup policy and the bottom line of it was even though it is not publicized, you are not required to call to schedule it. He states that if you do not call and tell them they may not know to come down your street and may not pick up your large item. He explains for the benefit of Republic Services, even though you are not supposed to call, that it is a good idea to call and let them know that you are putting a large item out on the first Monday of the month.

Mayor Senter adds to call Burr Oak Republic Services and not their location in Phoenix, Arizona.

Houin explains that if you call the number that you google search that it takes you to their national call center and one does not know what the other is doing.

Utility Superintendent Davidson states that they had the Solar Project commissioned last Thursday and the meter was installed Friday. He states they had the unit turned on and they are producing electricity. He adds that they are in the positive for electric as well as they have produced more at certain times compared to the energy they are using. He explains that there was a portion of it where they had some blown fuses but the manufacturer is going to have to stop by to see what the problem is there. He states that they have had some beautiful days to test it out and so far, it has been good.

Davidson states that the other update he wished to address was the new well at the Ledyard Water Plant. He states that the test well has been installed and it has been confirmed that the water quality in volume is adequate so the new permanent well will be drilled late Spring, early Summer and they are hoping to have that totally complete probably in the Fall. He states

they are hoping to retire an existing well which does not have the best water quality as it is high in Iron and Manganese.

Davidson states that the city crews have completed approximately 80% of the inside inspection of homes for the lead service lines. He adds that they are finding very few that are actually lead coming into the home and/or structure. He expects to have this complete hopefully by the end of March. He states at that point they can assemble their inventory and submit it to the state and go for a plan on how they are going to go about handling any replacements that may be required.

Mayor Senter asks if the homes found with Lead are older homes or certain aged homes.

Davidson responds by stating that most of the lead service lines that they find are generally from the 1920's or 30's and some are actually more expensively built homes because at the time they were a very durable and expensive material to use. He adds that they last forever but the issue is the byproduct of it that they are finding now.

Fire Chief Holm introduced five new additions to the Fire Department and Clerk-

Treasurer Gorski administered their Oaths of Office.

- Civilian Paramedic Austin Bragg
- Firefighter/ EMT Keegan Holland
- Civilian EMT Travis McVicker
- Firefighter/ Paramedic Sidney Roda
- Firefighter/ Paramedic Christopher Todd

Mayor Senter would like to thank all the other members of the Fire Department who were here tonight to support the new members. He would also like to thank Fire Chief Holm because for the first time in a long time, the Plymouth Fire Department is fully staffed.

Police Chief Bacon and City Attorney Surtisi opened quotes for Police Vehicles. The quotes were read aloud as listed.

Bidder	Model	Price/ vehicle
Fletcher Chrysler Dodge Jeep Ram	2023 Dodge Durango Pursuit	\$38,519.00
Fletcher Chrysler Dodge Jeep Ram	2023 Dodge Charger Police	\$34,892.00
Warsaw Buick GMC Chrysler	2023 Dodge Charger Police	\$36,994.00
Warsaw Buick GMC Chrysler	2023 Dodge Durango V6	\$39,939.00
Warsaw Buick GMC Chrysler	2023 Dodge Durango V8	\$42,934.00
Nappanee Metz Chrysler Dodge Jeep Ram	2023 Dodge	\$35,750.00

	Police Charger	
Nappanee Metz Chrysler Dodge Jeep Ram	2023 Dodge Police Durango	\$39,600.00
Plymouth Oliver Ford Lincoln	2023 Ford F150 4x4	\$45,349.00
Rochester Mike Anderson Auto Group	2023 Dodge Police Charger	\$35,154.20
Rochester Mike Anderson Auto Group	2023 Dodge Police Durango	\$41,851.20
Plymouth Auto Park	2023 Dodge Police Charger	\$35,654.00
Plymouth Auto Park	2023 Dodge Police Durango	\$39,411.00

Bacon explains he had spoken with the Clerk-Treasurer today and that on the quotes he is requesting their permission to get with the Clerk-Treasurer and find out what they can purchase and go ahead and place that order. He adds the price of vehicles have gone up a lot since the budget was set and he believes they can make it work. He states that he will report back at the next Council meeting because they are looking ways off if they place the order now.

Culp asks if all of these quotes are police rated.

Bacon responds by stating they are as that was a requirement of the quote.

Steve Keiser from Oliver Ford states that unfortunately they were unable to quote the Ford Explorer interceptor because of shipping concerns. He states that the F150 is also an interceptor and one thing to keep in mind when it comes down to the decision they are going to be making is that the F150 is a much higher price by itself. He states that you may be paying a little bit more on the front end but on the back end it is for sure \$3,000-\$5,000 minimum and could be more than that on trade value in the future. He states that the F150 is a much more attractive vehicle to resale because they know that trucks hold their value.

Mayor Senter asks for clarification that the Explorers are not available this year.

Keiser responds by stating that the 2024 Explorer opens up mid-late Summer and that delivery point could be December or it could be next April. He states they are unsure on what is going on. He states that in the past they have had times where production is going to be cut off on a certain date and they can let the Police Chief know they have to get on the bid process sooner but nowadays they are just closed or shut down. He states that he just had some bids were awarded and he would go to put the order in that they were already closed out. He states that as for the F150 he believes it is a good vehicle as North Liberty and Bourbon both have one.

Board Members Culp and Houin moved and seconded to approve the request for the Police Chief to get in contact with the Clerk-Treasurer to narrow down a purchase and place an order prior to the next available meeting. The motion carried.

Bacon explains that Shanna Gilmer resigned and she has worked her last shift last night.

He states that she worked over 19 years at the department and she is going to South Bend. He would like to ask for the Board's permission to extend a couple conditional offers of employment to Travis Schieber and Jakub Mark. He explains that Schieber is a law enforcement officer now and has over eight years in law enforcement experience. He adds that Schieber is a certified instructor and a School Resource Officer in the department that he is at now. He explains that Schieber is also a Plymouth High School graduate and holds a Bachelor's Degree. He adds that Schieber is a highly qualified individual and he is already part of the 1977 plan which is what they are for their pension so the transition will be seamless as soon as he gives his notice.

Bacon explains that for the second conditional offer of employment Jakub Mark, that he is currently employed as a Court Security Officer in another county. He states that before that Mark was a jail officer in another department in a separate county as well. He explains that Mark is a Marshall County resident and graduated from LaVille High School and went through all our testing and backgrounds with no issues.

Board Members Milner and Houin moved and seconded to approve the conditional offer of employments to Travis Schieber and Jakub Mark as presented. The motion carried.

Street Superintendent Marguardt and City Attorney Surrisi opened Fuel Bids. The bids were read aloud as listed.

116 Legals	116 Legals	116 Legals
NOTICE TO BIDDERS FOR FUEL SUPPLIES - 2023 CITY OF PLYMOUTH, INDIANA Notice is hereby given that the Board of Public Works and Safety of the City of Plymouth, Indiana, for its various departments, is hereby opening sealed proposals or bids to be good until February 28, 2024 for gasoline and diesel fuel unit 6.00 p.m. on Monday February 13, 2023 in the Council Chambers of the City Building 124 N Michigan Street, Plymouth, IN. (Garro St entrance, then proceed to second floor) at which time sealed bids may be opened and should be delivered until 4:30 p.m. February 13, 2023 to the Clerk-Treasurer's office located at 124 N. Michigan Street, Plymouth, if the bidder so desires. Item #1 - 22,500 gallons more or less Premium ultra-low sulfur diesel fuel (for on-highway use) delivered by transport truck, non-encumbered. Source of supply may take 1/2 transport	 Item #2 - 40,000 gallons more or less B7 octane E10 Plus unleaded gasoline delivered by transport truck, non-encumbered. Source of supply may take 1/2 transport total. Bids shall be submitted on Form 95, copies of which may be obtained from the Clerk-Treasurer's Office, all parts of which shall be properly filled out and accompanied by a bid bond, certified check or cashier's check in the amount of \$100,000 (one hundred thousand dollars) and shall be in the form of a bid. E-Verify employment documentation, City of Plymouth, Indiana Doing Business with loan documentation shall be completed and submitted with the bid documentation. Separate prices shall be stated for each item of fuel to be supplied. All bids shall be from a single source of supply and non-encumbered. Source of supply shall be indicated on the bid.	 Please provide fixed or guaranteed pricing. Please provide prices before taxes and fees; provide taxes and fees; and the total cost including taxes and fees. The City reserves the right to reject any and all bids or to waive any informality in the bids or to award the contract to the bidder deemed in the best interest of the City without explanation. No bidder may withdraw his bid for a period of sixty (60) days after the date of opening the bids. Any bid received after the designated time will be returned unopened. Lynn M. Goralik Clerk-Treasurer City of Plymouth, Indiana January 25 and February 1, 2023 January 25, February 1, 2023 Plymouth 99930

Ceres Solutions: Diesel	Net Transport Bid Price: <u>\$3.517/ gallon</u>
Ceres Solutions: 87 Octane Unleaded	Net Transport Bid Price: <u>\$2.989/ gallon</u>

Marquardt states that they have asked for fixed pricing as they have in the past so they are aware on where they are on fuel. He states that for reference last year they averaged on Diesel at \$3/ gallon average and on gasoline they averaged at \$3.26/ gallon. He explains that gas

is actually a little cheaper this year and Diesel is just a little higher. He requests permission to go ahead and start talking with them and see how the markets are to see if they can lock in a price as these prices may not be good tomorrow morning and they need to see what the market does and work with them to lock in pricing. He states that with that being said, down the road once they add this up to all their quantities, they may have to ask for an additional appropriation like they did last year but he is not sure yet until they have the price locked in. He would like to go ahead and work with Ceres Solutions who has supplied the city for years.

Mayor Senter asks if that was the only bid. Marguardt agrees.

Board Members Culp and Milner moved and seconded to award the bid to Ceres Solutions. The motion carried.

Cemetery Superintendent Collins updated the board that the Monument Shop said they would be delivering the Columbarium's tomorrow and they are hoping to get those set tomorrow as well. He explains that early this Spring they will get the stonework done around the bottom of them. He states that he spoke with the City Attorney last week about setting the prices.

Surrisi states that they won't have that today but they will have that for the next agenda.

Park Superintendent Hite wished to announce that last week at the Park Board meeting they got permission to purchase a pickup truck that is all electric. He states it is the first one to the fleet and they are looking forward to see how it works out. He adds that unfortunately it will take a little bit to get here and it could be the first of August.

Clerk-Treasurer Gorski presented Resolution No. 2023-1033, A Resolution of the Board of Public Works and Safety to Write-Off Delinquent and Uncollectable Water, Wastewater, Garbage and Stormwater Bills.

RESOLUTION NO. 2023-1033
A RESOLUTION OF THE BOARD OF PUBLIC WORKS & SAFETY
TO WRITE-OFF DELINQUENT AND UNCOLLECTABLE WATER,
WASTEWATER, GARBAGE AND STORMWATER BILLS

BE IT RESOLVED by the Board of Public Works & Safety of the City of Plymouth, Indiana, that the delinquent and uncollectable water, wastewater garbage and stormwater bills as listed be written off the ledgers of the City of Plymouth as bad debts.

2020 WRITE-OFFS - DELINQUENT AND UNCOLLECTABLE BILLS									
PNAL	ACCT #	NAME	SERVICE ADDRESS	WATER	WASTE WATER	GARBAGE	STORM WATER	TOTAL	ADMIN FEE
4/20/2020	117-072-39	Robert Giron	126 E Harrison St	30.65	48.01	11.54	1.47	91.67	
5/27/2020	103-570-33	Chelsea Mae Holmes	623 Pennsylvania Ave			69.15		69.15	
7/1/2020	107-027-14	Christian Omar Rodriguez Ortiz	418 Gilmore St			12.52		12.52	
8/11/2020	121-247-19	Stephanie Quinby	1255 Sodomon Ct	81.53		86.84		168.37	90.00
8/11/2020	115-015-52	Lucas Pearson	712 N Center St	3.95	4.86	4.51	0.58	13.90	
9/1/2020	104-375-48	Timothy Anderson	450 Charles St	132.83		88.45		221.28	90.00
9/25/2020	114-318-38	Shana Mink	306 W Washington St			4.61		4.61	

* Estate Filed									
** Wastewater/Stormwater Lien Filed									
*** Bankruptcy									
****Eagle for Collection									
*****Deceased no estate									
Total Write-offs				240.98	52.87	277.62	2.05	581.50	180.00
Total Billed in 2020				1,754,538.97	1,977,384.26	470,546.94	154,821.10	4,357,281.27	\$ 13,710.00
% Not Collected				0.014%	0.003%	0.059%	0.001%	0.013%	1.313%
% of Collections				99.985%	99.997%	99.941%	99.999%	99.987%	98.687%

PASSED AND ADOPTED this 13th day of February, 2023.

ATTEST: 
Mark Senter, Mayor

ATTEST: 
Lynn Gorski, Clerk-Treasurer

Board Members Houin and Culp moved and seconded to approve Resolution No. 2023-1033, A Resolution of the Board of Public Works and Safety to Write-Off Delinquent and Uncollectable Water, Wastewater, Garbage and Stormwater Bills as presented. The motion carried.

Clerk-Treasurer Gorski presented Resolution No. 2023-1034, A Resolution of the Board of Public Works and Safety to Declare Certain EMS Bills Delinquent and Uncollectable.

RESOLUTION NO. 2023-1034

A RESOLUTION OF THE BOARD OF
PUBLIC WORKS AND SAFETY TO DECLARE CERTAIN
EMS BILLS DELINQUENT AND UNCOLLECTIBLE

BE IT RESOLVED by the Board of Public Works and Safety of the City of Plymouth Indiana that the delinquent and uncollectible bills for the Plymouth Community Ambulance service for Jan thru Dec, 2014 be written off the ledgers as bad debts.

	Gross Amount Contractual		Net Charges	AMOUNT PAID		% COLLECTED	BALANCE DUE		% WRITTEN OFF
	Billed	Allowance							
PRIVATE PAY	211,242.21	16,025.67	195,216.54	114,684.29		59%	80,532.25		41%
MEDICAID	83,448.00	51,980.49	31,467.51	30,012.51		95%	1,455.00		5%
MEDICARE	301,329.70	46,735.53	254,594.17	234,593.67		92%	20,000.50		8%
ASSIST	33,941.55	9,086.05	24,855.50	21,493.70		86%	3,361.80		14%
TOTAL	629,961.46	123,807.74	506,153.72	400,784.17		79%	105,369.55		21%

ADOPTED THIS 13th DAY OF FEBRUARY 2023, upon passage by the Board of Works and approval by the Mayor.

PASSED AND ADOPTED this 13th day of February, 2023.


Mark Senter, Presiding Officer

ATTEST:


Lynn M. Gorski, Clerk-Treasurer

Board Members Culp and Milner moved and seconded to approve Resolution No. 2023-1034, A Resolution of the Board of Public Works and Safety to Declare Certain EMS Bills Delinquent and Uncollectable as presented. The motion carried.

Clerk-Treasurer Gorski presented a 15-minute Parking Sign request from Mayor Mark Senter. Mayor Senter was present to speak on the request.

REQUEST FORM
CITY OF PLYMOUTH

Date 01/20/2023

Notice to BOARD OF PUBLIC WORKS AND SAFETY, CITY OF PLYMOUTH, INDIANA

Kindly take care of the following request:

Place a "15 minute parking" sign on the north side of Garro
Street on the first parking spot east of the alley by the Post Office.
There are similar signs in each block on Michigan Street for
the convenience of downtown merchant customers that
just need to stop in a business for 15 minutes or less.

Mark Senter MS
124 N. MICHIGAN ST.
936-6717

Determination of request:

Approved by Board of Works & Safety for sign
to be installed 2/13/2023

Return original form to Clerk-Treasurer's
Office after determination is complete.

Mark Senter MS
Clerk-Treasurer

Mayor Senter states this will also help the Frame Shop when they are loading and unloading as well. He explains it does not take them very long but sometimes there is not a spot there.

Houin asks if they are the ones who requested this.

Mayor Senter responds by stating that they are part of the reason.

Board Members Culp and Milner moved and seconded to approve the request as presented. The motion carried.

Culp references parking on Center Street, north of Jefferson Street, on the east side. He states that there used to be a FedEx box and UPS box that are no longer there. He asks if they should come up with a couple of parking spots there.

Marquardt responds by stating that a lot of it was set. He explains when you look at the turn lane coming up to Jefferson Street that it starts to cut it off. He states that when they talked years ago with the county when that street was paved that there was not really room for angle parking but they were very insistent that it stays angle parking along the courthouse side.

Culp clarifies that he was talking about the other side.

Marquardt responds by stating that angle parking on the Courthouse side helps drives traffic more to the east side. He states that if you were to gain one spot that it would be very tight with people going northbound. He adds that he does not believe the spot was never there because of the FedEx box. He states that you may be able to get one more spot but you would tighten up traffic that much more.

Culp agrees and asks if on Madison Street when you are heading east out to Michigan Street, if that is a no parking for eastbound traffic.

Marquardt responds by stating that it is and the sign got knocked down and they have not got it back up since Winter came. He states that they have also been hit up by the County to change St. Michael's parking. He explains that St. Michael's is not for it as they use it.

Culp asks if they are going to let the other one for westbound traffic come in on Saint Michael's. He states that they use their school busses up front.

Marquardt responds by stating that it was signed that way years ago so he believes it would take the board to say to take those signs down. He states that he spoke to Saint Michael's and they did not seem receptive to that either. He states that his answer to the gentleman who brought it up to him was to fill out a form and ask the Board of Public Works to make the decision.


Board Members Houin and Milner moved and seconded to allow the payroll for January 31, 2023 and February 15, 2023 and the claims for February 13, 2023, as entered in Claim Register #2023-3. The motion carried.

Board Members Houin and Culp moved and seconded to accept the following communications:

- February 13, 2023 Docket
- January 24, 2023 Technical Review Committee Minutes
- Plymouth Fire Department Activity Report – January 2023
- Plymouth Water Department Activity Report – January 2023
- Plymouth Wastewater Department Activity Report – January 2023

The motion carried.

There being no further business, Board Members Culp and Milner moved and seconded to adjourn, Senter declared the meeting adjourned at 6:34 p.m.


Lynn M. Gorski
Clerk-Treasurer

APPROVED:



Mark Senter
Mayor

PFD

Departmental Activity Report

Current Period: 01/01/2023 to 01/31/2023, Prior Period: 01/01/2023 to 01/31/2023
00:00 to 24:00
All Stations
All Shifts
All Units
Fire Alarm Responses, EMS Alarm Responses, Training Classes, Activities (Non-Incident), Equip
Maint/Testing, Departmental Events

Category	Current Period		Prior Period	
	Count	Staff Hrs	Count	Staff Hrs
Fire Alarm Situations				
Chemical release, reaction, or toxic condition	1	0.36	1	0.36
Combustible/flammable spills & leaks	1	5.23	1	5.23
Dispatched and cancelled en route	20	140.26	20	140.26
Electrical rescue	1	1.69	1	1.69
Emergency medical service (EMS) Incident	179	292.29	179	292.29
False alarm and false call, Other	7	20.83	7	20.83
Fire, Other	1	8.13	1	8.13
Good intent call, Other	2	2.28	2	2.28
Hazardous condition, Other	2	51.16	2	51.16
Public service assistance	1	0.57	1	0.57
Special outside fire	1	2.39	1	2.39
Structure Fire	4	31.42	4	31.42
	220	556.61	220	556.61
Training				
Apparatus / Equipment	6	6.00	6	6.00
audit and review	22	46.00	22	46.00
chemical suicides	6	0.00	6	0.00
CPR	37	55.50	37	55.50
EMT-B	1	4.00	1	4.00
ESO Software Reporting	10	15.00	10	15.00
Fire Officer Strategy & Tactics	39	150.00	39	150.00
Hazardous Materials Overview	20	39.52	20	39.52
Hazmat Awareness and Operations	37	74.50	37	74.50
ICS 100	1	1.00	1	1.00
ICS 300	1	1.00	1	1.00
ICS 700	1	1.00	1	1.00
ICS 800	1	1.00	1	1.00
Pipeline Awareness	2	4.00	2	4.00
Protocol Test	2	1.00	2	1.00
Volunteer Fire Business Mgt.	19	19.00	19	19.00
	205	418.52	205	418.52

* Staff hours for Fire Alarm responses that have an associated EMS alarm record are considered shared hours. Shared hours are posted only with the EMS alarm responses to avoid duplication of staff hours in totals.

CITY OF PLYMOUTH WASTEWATER DEPARTMENT
Board of Public Works and Safety
January 2023 Monthly Report

PLANT OPERATIONS:

1. Total flow in gallons	49,239,470
2. Average daily flow in gallons	1,588,370
3. Rainfall	2.01"
4. Monthly average in BOD removal	99.3%
5. Monthly average in TSS removal	96.9%
6. Monthly average in Ammonia removal	99.5%
7. General plant maintenance	
8. Work orders completed:	

385 – Wastewater Treatment Plant

- Exercised 91 plant valves.
- Continuing work on the chemical feed system for phosphorus removal project, currently waiting on parts.
- Solar project is moving along. Everything completed except for connection to the NIPSCO transformer.
- Repaired effluent automatic sampler.
- Serviced primary sludge pumps.
- Installed new drive belt on west bio-roughing tower flow distributor
- Removed dust and debris on all plant VFD's.
- Installed new wiring for SCADA alarms on the raw and intermediate pump VFD's.
- Changing bulbs on ultra violet disinfection system, preparing for disinfection season April 1.
- Installed new gear assemblies on primary clarifier slide gate actuators.

83 – Vehicle/Mobile Equipment

- Replaced the hose reel, body control module and hydraulics issue on T-20.
- Repaired PTO on semi-trailer lift kit.

36 – Lift Stations

- Recalibrated level controller on the Pioneer Dr. lift station.

0 - Collection System

- 0 - Eliminated structures^{a.}
- 0 – Replaced structures^{a.}
- 0–Repaired structure^{a.}
- 0–Replaced / adjusted castings^{a.}
- 0 – GIS data collection points^{a.}
- 0 – New structure^{a.}
- 0 – Point Repairs^{a.}
- 0 – Miscellaneous

COLLECTION SYSTEM:

1. Cleaned 22,911 feet of sewer lines
 - 0 feet during service calls
 - 22,911 feet during preventive maintenance
2. Televised 0 feet of sewer lines
3. Mechanically removed roots from 0 feet of sewer lines
4. Removed approximately 11,46 tons of silt and debris during cleaning and inspections of sewers lines
5. Used approximately 45,175 gallons of potable water during sewer cleaning
6. Performed routine maintenance on 10 CSO's and 17 pumping station

MISCELLANEOUS

- Webster Environmental has completed the odor study on the collection system. Noticeable odors have been reported since October 22 and it appears to be the depletion of oxygen in the wastewater from the high organic loading from our food processing plants.
- Received training for Toric Engineering on the utilities SCADA systems.
- Contracted with Hyper Wave, Bob Barcus for LT services at the utilities.
- Received training from Gripp Inc. on the city's CSO monitoring system.

CITY OF PLYMOUTH WATER DEPARTMENT
Board of Public Works and Safety
January 2023 Monthly Report

PLANT OPERATIONS

Water Treated – Ledyard Water Treatment Plant	22,682,293 gallons
Water Treated – Pine Water Treatment Plant	18,853,744 gallons
Water Treated - Total	41,536,037 gallons
Water Treated – Daily Average – Ledyard Water Treatment Plant	731,687 gallons
Water Treated – Daily Average – Pine Water Treatment Plant	608,185 gallons
Water Treated – Daily Average – Combined	1,339,872 gallons
• Backwashed filters at Ledyard Water Treatment Plant 9 times for a total of 756,000 gallons.	
• Backwashed filters at Pine Water Treatment Plant 13 times for a total of 1,248,000 gallons.	
• Total backwash usage for the month was 2,004,000 gallons.	

MAINTENANCE WORK ORDERS COMPLETED

- 16- Ledyard Water Treatment Plant Maintenance
 - Completed auxiliary generator test.
 - Completed temperature checks on high service pumps.
 - Cleaned and inspected chlorine injectors.
 - Inspected both water towers.
- 16 – Pine Water Treatment Plant Maintenance
 - Completed auxiliary generator test.
 - Completed temperature checks on high service pumps.
 - Cleaned and calibrated chlorine analyzer.
 - Cleaned chlorine injector.
 - Cleaned and inspected pressure relief valves on high pressure filters.
 - Peerless Midwest removed well 5E for complete rebuild. Expect it to be completed within 30 days, dependent on parts availability.
- 11 – Mobile Equipment
 - Repaired W-6 snow plow lights.

WATER SAMPLING

- 10 Distribution system bacteria samples, IDEM required
- 62 Distribution system chlorine residual samples, IDEM required
- 4 Fluoride samples, ISDH required

- 289 Process control samples and analysis at the Ledyard Water Treatment Plant include Ferrous Iron, Total Iron, Manganese, and Chlorine
- 328 Process control samples and analysis at the Pine Water Treatment Plant Samples includes Ferrous Iron, Total Iron, Manganese and Chlorine
 - 0 THM's Sets.
 - 0 HAAS's Sets.
 - 0 VOC's sets.
 - 0 SOC/2nd Annual 1 for each plant sets.
 - 0 Radionuclide
 - 0 IOC- Metals-Radon
 - 0 Lead & Copper Samples
 - 0 Nitrate/Sampling for each Plant (sets)
 - 0 Extra Sampling
 - 0 Hardness/Corrosion

SERVICE

Utility Locates	181
Total Number of Work Orders	203
Service Disconnects	30
Service Disconnects for non-pay	37
Service Reconnects for non-pay	45
Blue Tags "Service Notice" left on door	8
Pink Tags "Insufficient Funds Notice" left on door	2
New Radio Read / Meter Installations	1
Accuracy Checks	74
After Hours Call Outs	2
Meters New/Repaired	5
Consumer Confidence Report Requested Hand Delivery	0

CONSTRUCTION ACTIVITIES

- (1) Curb Stops Repaired / Replaced / Installed
 - 01-10-2023 1013 W. Monroe- Cut in new curb stop valve.
- (0) Old Curb Stops Located / Capped Off at Valves
- (0) New Taps Installed
- (0) New Mains Completed
- (2) Valves / Valve Boxes / Repaired / Replaced / Installed
 - 01-20-2023 Reset meter pit at 500 W. Madison St.
 - 01-24-2023 Replaced valve box for curb stop at 1016 W. Jackson St.
- (0) Hydrants Repaired / Replaced / Installed / Serviced / Painted
- (0) Valve Exercised
- (3) Main Breaks and Leaks Repaired
 - 01-03-2023 407 W. Washington St.- Repaired leak on 1" main feed line.
 - 01-03-2023 922 N. Plum St.- Repaired leak at corporation stop.
 - 01-24-2023 Nursery St. & Pearl St.- 4" main break.
- (1) Service Lines / New/ Repaired
 - 01-20-2023 500 W. Madison St.- Replaced meter pit.

MISCELLANEOUS

- GIS data collection.
- Service line inspection for lead is ongoing.
- Completed requested fire flow test on Gary Dr. for RBC.
- Training employees on the proper water sampling techniques per IDEM guidelines.
- Meetings with Peerless Midwest and Midwestern Engineers to coordinate the installation of new well at the Ledyard Plat to replace existing well 2B.