

8th Month Report Card

Town Hall Items Completed

- New Hire Trained and completing work at 32 hours per week
- Continued Re-organization of Documents within Town Hall
- Working through Garbage Billing Updates
- Completed Unfiled Items: Sam.gov, Dept of Health WFI, EPA Lead Program Alert
- All Passwords and Profiles Updated and Everything on Secure Password Management
- All Town Hall Migrated to Google Suite and Linked
- Town Hall Online Security Measures Enhanced
- Financial Policy and Procedures Updated
- Employee Handbook Sent to Legal for Review (Needs to Be Finalized)

Public Works Items Completed

Water

- Leak at 607 W Main Repaired
- Well #4 Permanent Failure on 1/14, Well # 4 pump and motor replaced.
- Leak at 8th and California Repaired
- Leak at 4th and Union Repaired
- Water Connection at 6th and California Completed and Service initiated
- Leak below water Tower Cleveland and 2nd ST Repaired
- Leak on Hwy 27 and B ST repaired
- Telemetry system troubleshoot and working towards replacement options (Control Freak)
- Effluent overflow pipe identified in Field and marked for future farmer avoidance
- Completion of outstanding WFI items and closure of report
- Cla Valve isolated and serviced/repaired and recalibrated on Well #4, 2 smaller Cla Values serviced and calibrated.
- Irrigation at Park and RV park fine-tuned for efficiency, Matt cancelled annual line blow out from Aqua Lawn and will do the blow out this fall himself when the restrooms are closed for the season.
- Training on the GIS mapping system is completed, and the antenna is now usable to more accurately locate assets in the field
- New water hookup at 10th and Adams
- Vac trucked the parking lot to find well #4 water lines that enter main water system

Sewer

- 3rd and Elberton sewer main backup, jetted and auger roots from system
- Vacuumed 1st and Adams Street manhole for bi-annual cleaning
- 3rd and Adams, Roach vacuumed, jetted, Matt and Walt jetted and dug, replaced a section of pipe and cleared the line that was backed up for a bit
- Sewer plant influent well vacuumed at the beginning of the year for bi-annual grease and solid clean out, City of Colfax will assist with the next 2 per surplus agreement.
- Sewer main plugged on main effluent line after pond between MH 1 and MH2. Due to root intrusion. Will need to be bi-annually flushed.
- Installed I&I meters with JUB's help and proved they are ineffective in collecting data that is useful to us at this time
- Twice flushed sewer main at 7th and Spokane. City main is clear but the homeowner is aware they may have a plug between their cleanout and main line
- Matt inspected 3 storm drain outfall pipes to the creek, the drainpipe at the 3rd street bridge will be getting a 45-degree attachment for better water flow and to prevent backflow into square town
- The 3 outfalls pipes in Silver Creek will need to be cleaned and jetted starting low in the system and working his way back up the system.
- 4th and Monroe Warner Estate Sewer pipe plug. Matt dug line and will make customer pay for line from Main to current service line and will be considered service line from Main going forward.
- Repaired cemetery pump room door at wwtp
- Matt added sprinkler to screen room, so no more manhours are needed on the weekend at the wwtp
- Matt has assessed and purchased supplies to make repair on the aeration tank band
- 7 truck loads of solids have been hauled to Bartech and very little storage remains onsite
- Garbage Carts are being cleaned and stored in the old chlorine room at the wwtp
- Built new deck platform in the lagoons for testing equipment
- Temperature gauges have been added to the effluent of the sewer system and Silver Creek for observation
- Organized and cleaned the wwtp lab and office inside the facility
- Implemented a maintenance and cleaning schedule for the wwtp
- Daily log being updated per DOE request for the activities at the wwtp
- Purchased and using device to test for harmful gases while in the wwtp

- New Sewer hookup on 10th and Adams

Parks and Streets and Town Property

- New signs at the entrances to town
- Streets swept and weeds killed
- Gazebo and Bathrooms at park painted, finial painted on new gazebo
- Tables sanded and stained
- Cleaned and reorganized around the recycling center
- Multiple loads hauled at the compost facility
- Church property cleaned and beautified
- Awning repaired and painted on the restaurant space
- Plumbing repaired at the restaurant space
- Potholes repaired at 4th and Union and in front of Ladow
- Edged the basketball court for better appearance and drainage

Equipment that is needed:

- Possibly a genset that is on wheels so it can be moved and utilized at a location during an emergency event
- Shoring box for safety compliance when digging (Meets OSHA standards)
- Smaller utility trailer for ease of use with lawn care and branches around town
- Screw Press needs to be installed at the WWTP
- Some kind of device to mow the ditches in town, flail mower or remote-controlled mower, Matt will be testing one of these from MPBS in the coming week
- Possible pipe punch to go under sidewalks and road surfaces for cleaner installation

Equipment that has been surplused or needs to be surplused:

- Police Cruiser was sold to the City of Colfax
- Mark X mover was sold for \$350.00
- Consider whether to surplus the grader, option to hire W.C. for hourly rate when needed
- There are two garbage trucks that are no longer needed. PDS is doing a great job on the garbage collection, so council needs to consider when to surplus the main truck in the future.
- At the recycle center there is a very large, aggressive snake for clearing sewer mains. Matt will pull this out and inspect it and see if it is something we should keep for our system.