AGENDA

- Key Accomplishments to Date
- Employee Development
- Quarterly Goals
- Priority Issues
- Discussion/Questions
Key Accomplishments to Date

- Conducting monthly meter audits
- Created 90-day goals and accomplished 88% of them in the 1st quarter
- Created 90-day goals for the 2nd quarter
- New billing software purchased to be transitioned June 2020
- Repaired both paddle wheels in the oxidation ditch
Key Accomplishments to Date

- Repaired pump in Davis Branch (was being pumped daily)
- Have purchased critical operational equipment for regulatory compliance and leak detection
- Cleared blockage on Turkey Creek Sewer
- Developed Meter Reading and Billing SOP
- Repaired Crum Reservoir monument
- Installed 2nd pump at Turkey Booster Station
- 400ft of 4” main installed on Town Point Curve
Key Accomplishments to Date

- Purchased new lab equipment for both Wastewater plants
- New pump and float switches have been installed at the Inez Wastewater plant lift station allowing for redundancy and efficiency
- Tug Valley sludge canisters have been emptied
- Discharge line from Digester 1 at the Tug Valley plant has had a blockage removed
Employee Development

- **PPE and Uniforms**
  - Fall protection
  - Electrical Protective Gear
  - Safety Glasses
  - Hard Hats
  - Reflective Vests
  - Uniforms/Steel Toed Boots

- **Training**
  - Competent Person/Trench Safety
  - Flagger
  - Electrical Hazards/Arc Flash
  - Person Safety
  - Welding
FIRST QUARTER GOALS - COMPLETED

- **New Billing Software purchased** - To be converted June 2020
- **Every Meter Read** - Staff has gone from 19% discrepancies to less than 1%
- **Meter Reading and Billing SOP** has been created and is pending board approval
- **Reconcile Billing for Meters** - All accounts have been corrected with proper customer information and information
- **2017 District Audit** has been approved by the Board of Directors
- **Security Deposits** - All security deposits have been identified and reconciled to the correct customers
FIRST QUARTER GOALS - COMPLETED

- **Oxidation Ditch Rotors** - Both rotors have been repaired and are operating.
- **Grinder Pumps** - All grinder pumps have been caught up and staff are continuing to repair pumps as they fail.
- Influent pump at the Inez WWTP has been installed creating redundancy.
- Tank and Booster Station information was collected along with GPS coordinates and pictures.
- All District owned vehicles have been inventoried with documentation.
- Community project was identified but postponed due to COVID-19.
SECOND QUARTER GOALS

- **Customer Issues Database** - Develop, train staff and implement a database for collection of and responding to customer concerns.
- **New or Higher Licenses** - Identify 4 employees for new or higher licenses to meet or exceed requirements for the system.
- **Update Fee Schedule** - Update the list of all costs associated with Service Taps and Fees on new installations and send it to the board for approval.
- **Davis Branch Lift Station** - Develop a report with costs and 3 options for repairing and or replacing the lift station.
- **Cannot Locate Meters** - Locate and verify all meters that currently cannot or have not been located in some time.
- **Pumping to the Prison** - Written Plan/SOP for maximizing what can be pumped to the prison.
- **Water Plant Sludge Hauling** - Find a suitable location for hauling water plant sludge and submit land application permit.
SECOND QUARTER GOALS

- **Standard Specifications** - Written and submitted for Board review
- **OPS Audits** - Visit each district owned site and conduct and audit
- **Rebuild Drying Beds at INEZ WWTP** - Plan underway starting May 18th
- **Multi-Customer Meters** - Get customers currently sharing a meter on their own tap
- **Area Meters** - Have every customer associated with an area meter
- Organize and archive board minutes
- Install 8 new valves in strategic locations to improve distribution system
- Install 2 new cleanouts on the Turkey Creek sewer line
Water District Priority Issues

• Revenue - Current deficit $50k monthly
  ❖ Audits completed and up to date
  ❖ Evaluate fee schedule
  ❖ Accurate Metering
  ❖ Water Loss Program

• Water Loss
  ❖ Accurate Metering
  ❖ District Area meters located
  ❖ Established program for leak detection
  ❖ Theft of Water SOP and Board approved guidelines

• Radio Read Meters and Meter Replacement

• Water Plant Upgrades
Outstanding Priority Needs - Water

WATER PLANT (Highlighted issues addressed in Contract# 113-19-02)

- Refurbish treatment unit #1; new valve vault & required piping
- Repair filter beds, filter divider walls, repair rake; all new filter media; tube settlers in unit #3; paint; check all bearings, motors and gear boxes
- Need 2 new filter level indicator probes (Filters #4 & #6); one level indicator for clearwell, ethernet card for High Service Pump #2
- Repair #3 filter drain valve
- Replace all 5 online turbidimeters along with software
- Sludge removal
Outstanding Priority Needs - Water

WATER PLANT (Highlighted issues addressed in Contract# 113-19-02)

• New lab equipment, CL17 chlorine analyzer, bench turbidimeter, chlorine meter, iron and manganese meter.

• Repair roof over the chemical storage room, leaks bad when it rains.

• New chemical feed pumps.

• Install doors that will lead into the valve vaults for unit #2 and unit #3, or a better ladder system.
Outstanding Priority Needs - Sanitation

INEZ WWTP

• One clarifier is out operation, it needs the skimmer repaired, the arms are broken. Need to identify the problem with the drainage system and repair.
• Drying beds need to be cleaned and disposed of (This project will begin May 18\textsuperscript{th}).
• Backup generator needs to be serviced and new fuel tank installed.
Outstanding Priority Needs - Sanitation

**TUG VALLEY WWTP**
- Automatic valves - SBR 2 automatic blow valve, future blower valve and SBR 1 decant valve need to be inspected by a service technician. Had a couple instances in low temperatures the valves failed to open and close properly.
- Backup generator needs serviced (outside service company)

**COLLECTIONS SYSTEM**
- All Lift Stations need a minimum of two pumps
Questions?