

To: Honorable Mayor and City Councilors
From: Michael Spurgeon, City Manager
Date: May 3, 2019
Re: Notes to Council

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION

- Streets and Stormwater Department Monthly Report – April 2019
- Utilities Department Monthly Report – March 2019

2. GENERAL CORRESPONDENCE / NOTIFICATION

- Press Release – BAFD holds free classes for National Stop the Bleed Month
- General Services memo – Free Dump Day, Spring 2019

3. SPECIAL EVENTS / ACTIVITIES

- N/A

Respectfully submitted,

CLM for

Michael Spurgeon

clm
Attachments

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION



Street & Roadside Maintenance

Monthly Report 4/2019

Job	Monthly Total
Street Service Calls (Not covered by other categories)	98
Pothole Patches	518
Dura Patch Holes	0
Major Street Repairs (SY)	1,479
Signs Repaired	135
New Signs Installed/Replaced	53
Signs Fabricated	110
Streets Painted (LF)	18,823
Arrows Painted	27
ONLY'S	0
Intersection/Crosswalk Marking	29
Drop Inlets Cleaned	0
Tree Removal/Trimming	103
Crack Sealing (FT)	8,600 FT & 40 Boxes
Manholes Raised	
R.O.W Signs	0
Streets Paved (SY)	0
24 Hour Traffic Counts	150
12 Hour Speed Surveys	1
Traffic Calming Signs Posted	0
Traffic Calming Areas Painted	0
Speed Bumps Installed	0
Speed Bumps Removed	0
Speed Bumps Painted	0

Stormwater Maintenance

Monthly Report 04/2019

Job	Monthly Total
Street Sweeping (miles)	129
Mowing ROW (miles)	205
Mowing Special Projects	0
Weedlot Abatement	0
Tree Removal / Trimming	3
Spraying	0
Signs Removed from ROW	0
Stormwater Service Calls (not covered by other categories)	17
Barricades Repaired	0
Bar Ditch Repairs / Cleaning (LF)	575
Creek Cleaning(LF)	0
Culverts Cleaning	0
Storm Sewer Sinkholes	19
Storm Sewer Installed (LF)	0
Drop Inlets Cleaned	0
Drop Inlets Repaired	0
Junction Box Repairs	0
Storm Drain Grates Replaced	0
Storm Drain Hood Repaired/Replaced	1
Concrete Street Repairs (SF)	10,541
Sidewalk Repairs (SF)	2,752
Curb and Gutter Repairs (LF)	140
French Drains	0
Backfill or Spread Topsoil	15
Saw Cut Curb & Gutter	0
Driveways & Approaches (SF)	1428
Vertical Walls & Headwalls	0
Mobile Cement Truck (CY)	0
Hydro Mulch	0

Sod Layed (SF)	8,800
Special Pickup	0
Storm Damage	0
New Inlets & Junction Boxes	0
Wheelchair Ramp	0
Flow Filled Pipes	17
Manholes Raised	0
Metal Hoods Raised	0
Log Jams	0
Surface Drains Installed	0
Pads (SF)	0
Brush Loads	0
6 X 6 Boxes	0
Raised Manhole Rings	0
Floor (SF)	0
Control Pods	0
Concrete Swell	0
Spilled Cleaned	0
Beaver Slides	0
Econ blocks (9 per set)	0
Rip Rap tons	136
Graffiti removal	0
Concrete parking lots (SF)	0
Bar Ditching (miles)	0
Creek Cleaning	0
Bridge Cleanout	0
Weedeat	0
Guardrails (ft)	0
Ag-Base	32
Footings	0
Dog Kennel Pads Poured sq ft	0
Pipe Joints Patched Repaired	0
Signal Pedestals (sq ft)	0
Lids (sq ft)	120
Storm Drain Joints Crawled and Repaired	8
Mailbox repairs	0

1 1/2 road rock
spoils
top soil
3/8 chips
clean out bay

	0
	47
	34
	2
	2

Traffic Signal Maintenance

Monthly Report 04/2019

Job	Monthly Total
Traffic Signal service/repair calls	86
School Signal service/repair calls	6
Civil Defense Sirens	25
Electrical/ street lights other	11
Stanby calls	10
Backlog work orders	15
Backlog PM Inspections	183

To: Michael Spurgeon, City Manager
From: Charles Vokes, Utilities Director
Date: April 30, 2019
Re: Utilities Department Monthly Report – March 2019

	March 2019	March 2018
Water Treated, Purchased and Distributed		
Water Purchased from Tulsa	5.5 MG	0.4 MG
Water – Produced at Verdigris WTP	<u>252.6 MG</u>	<u>273.3 MG</u>
Total	258.1 MG	273.7 MG
Wastewater Treated		
Lynn Lane Plant	155.3 MG	142.8 MG
Haikey Creek Plant flow from BA	<u>147.9 MG</u>	<u>158.7 MG</u>
Total	303.2 MG	301.5 MG
Haikey Creek Plant flow from Tulsa	206.1 MG	210.7 MG

LLWWTF Summary-

David Handy, Plant Manager

1. Changed coagulant tote
2. Exercised 5AR1 and 5AR2 aerators
3. Put 4 quarts of System Purge in 5AR2 aerator, ran for 4 hours, flushed out old oil and replaced with 19 gallons of fresh oil
4. Cleaned and repaired box fan
5. Greased 4AR1, 4AR2, 5AR1 and 5AR2 aerator motors and gear reducer bearings
6. Changed polymer tote
7. Filled grease pots on screw pumps
8. Cleaned up polymer room
9. Replaced brake control timer relay
10. Replaced coupling from motor to pump on RAS pump 2
11. Greased motor bearings on screw pumps, RAS pumps and blowers
12. Sanded paint off two and 4 inch valve facings
13. Weed eat around transport building
14. Cleaned and washed trucks
15. Checked pulleys and belts on all equipment
16. Changed out chlorine cylinders
17. Tested chlorine alarm
18. Checked flowmeter calibration
19. Checked fire extinguishers
20. Flushed eye wash stations
21. Performed 896 tests for process and compliance on OPDES Permit No. OK0040053

Utilities Distribution/Collections Maintenance Summary
Water Distribution-Travis Schemonia, Water Supervisor

1. New taps and meters-57
2. Line locates-750
3. Meters replaced-15
4. Meters replaced for AMR project-57
5. Registers replaced for AMR-133
6. Meter and valve boxes repaired/replaced-9
7. Meter boxes replaced for AMR project-3
8. Meter leak repairs-13
9. Water leak calls-33
10. Distribution main leak repaired-12
11. Curb stops replaced-24
12. Valve truck crew exercised 37 valves for the month, bringing the total to 134 for 2019
13. Water system service requests-103
14. Cleaned and restored yards after water line repairs-40
15. Fire hydrants replaced-0
16. Fire hydrants repaired-2
17. Main lines flushed to address water quality issues-7
18. Valves repaired-3
19. Service crossings installed-2
20. Flushed dead end lines at 39 locations
21. Six water quality concern calls-135,000 gallons flushed
22. Total gallons flushed to improve water quality-estimated 6,811,375 gallons

Water Reclamation-David Marlow, Wastewater Collection Supervisor

Lines-

1. Service request calls-38
2. Sewer line locates-108
3. Sewer line blockages relieved-12
4. After hour calls-18
5. Manholes cleaned/raised/repared-12
6. Sewer lines cleaned-14,648 ft.
7. Sewer lines repaired/replaced/installed-158 ft.
8. Sewer lines root cut-245 ft.
9. CCTV inspections done-1622 ft.
10. Sanitary Sewer Overflows (SSO's) reported to ODEQ-7
11. Assist other departments-1
12. Goundskeeping-3

Booster and Lift Stations-

1. Routine station visits (29 lift stations and 4 booster stations)-429
2. Check valves/pumps cleaned at stations-8
3. Booster station calls-1
4. Pump station maintenance and repairs-11
 - South Park South-removed and cleaned 3 way valves
 - Turnberry-removed and cleaned probe
 - Westwind-reprimed pump #3
 - Old Adams Creek-rebuilt rotating assembly
 - The Greens-reinstalled #2 pulley and belt
 - Windsor-replaced lift handle on cover

- Villas on the Greens-replaced vacuum bowls
- Dresser Rand-replaced vacuum bowls
- Wellstone-replaced vacuum bowls
- Timberbrook-replaced probe
- ISSC #2-replaced vacuum bowls

Meter Reading-Derriell Bynum, Meter Reading Supervisor

1. Replaced meters-41
2. Placed door hangers for bad checks-82
3. Turn Ons for nonpayment-249
4. Turn Offs for nonpayment-184
5. New account service initiated-738
6. Accounts finalized-738
7. Meters read-39,096
8. Rereads/leak tests-246
9. Misreads verified-29
10. Boxes replaced-4
11. Met with residents to discuss their high bill/water usage concerns-8
12. AMR Project
 - Retrieved water use history from AMR radio devices and provided the 90 day graphs to the customers-3
 - AMR registers-260
 - AMR meter body-119
 - Dead AMR registers replaced-6
 - Meter boxes replaced-20
 - AMR antenna replaced-5
 - Riser replaced-22
 - Curb stop replaced-1

Utilities Construction-Tommy Kimbrough, Construction Supervisor

1. Angus Acres water line project (W/L 1902)-installed 180' of 6" C-900 water pipe
2. 1604 S Walnut Ave-replaced 180' of 8" SDR35 sewer and set 4 manholes
3. Milestone project-lowered sewer manhole
4. Kenwood Hills-installed 150' of 12" casing for future water line
5. Line locates-54
6. College from Broadway to Date-installed 3000' of sod

Water Quality-Diana Flora, Water Quality Technician

1. Tested chlorine levels near auto flushers to verify all are working-20
2. Bac-T samples collected-100
3. Collected 2 chlorine samples (am/pm) daily-60 total
4. Distribution system-11 parameter testing with 352 onsite tests at 12 distribution locations and 4 water tower locations

Verdigris WTP-Jimmy Helms, Plant Manager

1. Installed new flow switch on 6" CIP circulation line
2. Plumbed in ¾" drain valve on 6" CIP circulation line
3. Rewired membrane building entryway fixtures and installed LED lights
4. Replaced top and bottom O-rings on rack #10 membrane module

5. Installed new drain and discharge isolation valve on citric acid tank
6. Removed cell #1 from hypochlorite generator #1
7. Repaired vibration on neutralization circulation pump #1
8. Removed all cable termination points on hypochlorite units #1 and #2 and applied copper shield
9. Repaired leak on hypochlorite generator #2 heat exchanger
10. Swapped cell #1 and #3 on hypochlorite generator #2
11. Repaired leak on hypochlorite generator #1 drain line
12. Installed refurbished hypochlorite generator cell in unit #1 and flushed unit with softened water
13. Cleaned the top of the plates on trains #1, 2, 3 and 4
14. Repaired leak on 4" CIP supply line
15. Replaced CIP caustic tank
16. Removed fire sprinkler lines from containment areas
17. Installed new UPS in hypochlorite generator #1
18. Installed new plumbing setup for Endress & Hauser pH probe in high service and mounted control box
19. Removed foreign object from neutralization pump #1

**Lynn Lane and Haikey Creek WWTP Industrial Pretreatment Program Summary-
Lauren Wilson, Pretreatment Coordinator**

Fats, Rags, Oil & Grease (FROG) Program Activities

1. Food Handling Establishment Inspections:

- Pretreatment staff performed 68 food handling establishment 6-month inspections. Staff reviewed manifests for grease interceptor maintenance, inspected the interceptors, and discussed best management practices with management. There were 11 establishments with interceptors that were improperly maintained that were given 15 days to correct the deficiency. There were 14 facilities re-checked for non-compliance issues.

2. FROG Program Administration

- City of Broken Arrow Pretreatment Coordinator has been asked to serve on a committee of representatives from cities of Bentonville, AR, Rogers, AR, Fort Smith, AR, Siloam Springs, AR and Springfield, MO to start a regional fats, rags, oil & grease pollution prevention group. The first committee meeting will be in May to discuss outreach to other cities, quarterly training topics for regional group members and a yearly conference.

Industrial Pretreatment Activities:

1. Self-monitoring reports received and reviewed for compliance

- Blue Bell – There was a monthly average and three daily maximum permit violations for “Bio-chemical Oxygen Demand (BOD)”. Monthly surcharges for conventional pollutants above residential thresholds were calculated in the amount of \$32,327.55. Surcharges have been suspended until the consent order is complete on May 7, 2019. The consent order requires construction of a pretreatment system, with the purpose of bringing Blue Bell back into compliance with the wastewater discharge permit limits issued by City of Broken Arrow. City staff toured the facility and construction of the pretreatment system is complete. Blue Bell began testing the pretreatment system on March 20th. Next month’s laboratory analysis will reflect pretreated wastewater discharge.
- Unifirst – No deficiencies were noted. Monthly surcharges for conventional pollutants above residential thresholds were calculated in the amount of \$1,534.61 and submitted to the Finance Department for billing.

- Mullin Plumbing – Mullin Plumbing certified that there was no discharge from the residential septic system dewatering station during this month. No self-monitoring was performed.
- Kum & Go 61st & Lynn Lane- A discharge request was submitted by environmental consultant, Seneca Company, to release underground storage tank “ground water” into the City of Broken Arrow sanitary sewer system. These requests are submitted with laboratory analysis for gasoline range organics, benzene, toluene, ethylbenzene, and xylene. The laboratory analysis showed no deficiencies. The request was approved and the ground water was discharged to an onsite manhole.
- Flight Safety International– No deficiencies were noted.
- Comgraphx– No deficiencies were noted.

2. Sampling

- City staff performed quarterly sampling at the Influent and Effluent of the Lynn Lane Wastewater Treatment Plant. This parameters of the analysis were heavy metals, herbicides, pesticides, polychlorinated biphenyls, oil & grease, ammonia, total phosphorus, chlorides, and sulfates. The laboratory reports revealed no deficiencies.

3. Pretreatment Program Administration

- Department of Environmental Quality (DEQ) – The FY 2019 City of Broken Arrow/Lynn Lane Wastewater Treatment Plant Pretreatment Compliance Inspection report was received. No findings of required actions/violations were identified during the inspection. DEQ stated in the cover letter that they “would like to commend city staff and personnel for operating a very organized and well-implemented Pretreatment Program with extensive Pollution Prevention (P2) activities and outreach that serves as a template for multiple Pretreatment Programs in the State. Also for participation in State and Regional conferences through participation and presentations”
- Staff attended the quarterly Oklahoma DEQ Pretreatment Meeting in Muskogee.

2. GENERAL CORRESPONDENCE / NOTIFICATION



PRESS RELEASE

Contact: Tony McGill
Broken Arrow Fire Department
City of Broken Arrow
Phone: (918) 259-8360, ext. 6215

BAFD holds free classes for National Stop the Bleed Month

Registration required, class size is limited

Broken Arrow, Okla. (5/3/2019) – The Broken Arrow Fire Department, in partnership with Odin Medical, will host three free classes on Bleeding Control (B-CON) Basics during National Stop the Bleed Month. This class will teach potential bystanders how to control bleeding using direct pressure, wound packing, and tourniquets.

“The Broken Arrow Fire Department is committed to preparing citizens to be able to respond to any situation when the need arises,” said Chief Jeremy Moore. “Along with the monthly Hands-only CPR classes we offer, joining National Stop the Bleed month will only increase the number of residents ready when the unexpected happens. Controlling someone’s bleeding immediately after an incident and before first responders arrive can mean the difference between life or death.”

The classes will be

- 6-8 p.m., Wednesday, May 15,
- 10 a.m.-noon, Saturday, May 18 and
- 1-3 p.m., Saturday May 18

Class sizes are limited and all classes will be held at the Broken Arrow Police and Fire Training Facility, 4205 E Omaha St. in northeast Broken Arrow. Those interested in a class can register at <https://odinmedical.com/product/b-con/>

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INTEROFFICE MEMO

To: Russell Gale, Assistant City Manager, Administration

From: Lee Zirk, General Services Director

Date: May 1, 2019

Re: Free Dump Day, Spring 2019

The following details the data of the 2019 Spring Free Dump Day event:

Year	2019	2018	2017	2016	2015
Date:	April 27	April 21	April 22	April 23	April 25
Cars	87	80	63	63	46
Pickups	700	461	459	624	496
Trailers	<u>265</u>	<u>159</u>	<u>158</u>	<u>197</u>	<u>202</u>
Vehicle count:	1052	700	680	884	744
Man Hours Worked:	48	31	24	28.5	44

Costs:

2019 Tipping Fees: \$22,199

The intent of Free Dump Day is to provide a means for Broken Arrow residents to clean up their properties and dispose of those items free of charge. The Sanitation Division operational budget funds this service. This service available to any resident with a Broken Arrow address.

3. SPECIAL EVENTS / ACTIVITIES

