

To: Honorable Mayor and City Councilors
From: Michael Spurgeon, City Manager
Date: December 20, 2019
Re: Notes to Council

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION

- Utilities Department Monthly Report – November 2019
- Streets and Stormwater Department Memo – Snow and Ice Control

2. GENERAL CORRESPONDENCE / NOTIFICATION

- Press Release – City establishes distribution point for trash bags until Feb. 29
- Recent news articles

3. SPECIAL EVENTS / ACTIVITIES

- Parks and Recreation Department – Events Memo

Respectfully submitted,


CLM for

Michael Spurgeon

clm
Attachments

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION



To: Michael Spurgeon, City Manager
From: Charles Vokes, Utilities Director 
Date: December 20, 2019
Re: Utilities Department Monthly Report – November 2019

	November 2019	November 2018
Water Treated, Purchased and Distributed		
Water Purchased from Tulsa	0.0 MG	15.9 MG
Water – Produced at Verdigris WTP	<u>266.7 MG</u>	<u>251.8 MG</u>
Total	266.7 MG	267.7 MG
Wastewater Treated		
Lynn Lane Plant	183.8 MG	119.9 MG
Haikey Creek Plant flow from BA	<u>167.7 MG</u>	<u>158.5 MG</u>
Total	351.5 MG	278.4 MG
Haikey Creek Plant flow from Tulsa	219.5 MG	197.2 MG

LLWWTF Summary-

David Handy, Plant Manager

1. Maintenance and lubrication on headworks screens
2. Repaired Flow Equalization Basin (F.E.B.) pump and put back in service
3. Replaced light ballasts in Motor Control Center (MCC) room in blower building
4. Cleaned east head cell, removed rags and grit. Ordered new gaskets for suction piping
5. Placed west head cell back in service
6. Switched from the south biofilter fan to the north fan
7. Cleaned out drainage channel in basement of valve vault room
8. Replaced and installed new motor for blower No. 1
9. Watering biofilter twice per week in manual mode
10. Transported sludge with rolloffs

Utilities Distribution/Collections Maintenance Summary

Water Distribution-Travis Schemonia, Water Supervisor

1. New taps and meters-38
2. Line locates-518
3. Meters replaced-3
4. Meters replaced for AMR project-0
5. Registers replaced for AMR-0
6. Meter and valve boxes repaired/replaced-14
7. Meter boxes replaced for AMR project-0
8. Meter leak repairs-7
9. Water leak calls-34

10. Distribution main leak repaired-14
11. Curb stops replaced-8
12. Valve truck crew exercised 30 valves for the month, bringing the total to 542 for 2019
13. Water system service requests-57
14. Cleaned and restored yards after water line repairs-2
15. Fire hydrants replaced-0
16. Fire hydrants repaired-0
17. Valves repaired-1
18. Service crossings installed-0
19. Assisted Meter Reading with Turn Ons-18
20. Water pressure tests-8
21. Water quality calls-14
22. Assisted Construction with tie in on Freeport St
23. Replaced 2" valve for Parks Dept. at ISSC soccer field
24. Cleaned up spoil dump site behind stark building

Water Quality

1. Tested chlorine levels near auto flushers to verify all are working-18
2. Bac-T samples collected-100
3. Collected 2 chlorine samples (am/pm) daily-60 total
4. Distribution system-tests at 12 distribution locations and 4 water tower locations
5. Checked chlorine levels every Friday at 4 water towers-4
6. Water quality concern calls at 11 locations-211,875 gallons flushed
7. Total gallons flushed to improve water quality-estimated 3,718,820 gallons
8. Flushed dead end lines at 39 locations once a month

Water Reclamation-David Marlow, Wastewater Collection Supervisor

Lines-

1. Service request calls-70
2. Sewer line locates-112
3. Sewer line blockages relieved-12
4. After hour calls-41
5. Manholes cleaned/raised/repared-2
6. Sewer lines cleaned-2,105 ft.
7. Sewer lines repaired/replaced/installed-35 ft.
8. Sewer lines root cut-0
9. CCTV inspections done-267 ft.
10. Sinkholes-1
11. Sanitary Sewer Overflows (SSOs) reported to ODEQ-17
12. Cleaned and restored yards after sewer line repairs-3
13. Assisted the Waste Water Treatment Plant with installing a p-trap and vacuum grit chamber
14. Assisted Engineering/Construction with emptying a septic tank at College St and County Line
15. Assisted Parks Dept. tracing a service line at Indian Springs
16. Assisted Stormwater Dept. with camera a tin horn

Booster and Lift Stations-

1. Routine station visits (29 lift stations and 4 booster stations)-135
2. Check valves/pumps cleaned at stations-12
3. Groundskeeping-1
4. Wet wells cleaned-2

5. Booster station calls-1
 - Kenwood Hills-added air
6. Lift station maintenance and repairs-27
 - Adams Creek North-removed and reinstalled all six motors
 - Dresser Rand-cleaned fogrod
 - 209th-cleaned fogrod, lines and check valves
 - The Greens-removed and replaced broken belts
 - South Park-removed debris from pump and 3 way valve
 - South Park-power loss, called electrician to repair
 - Wellstone-replaced heater
 - Animal Shelter-installed belts
 - The Greens-replaced drain hose and installed pipe clamps
 - Willow Springs-power loss, replaced breakers
 - Cambridge-replaced probe bowl
 - 209th-pulled and replaced rotating assembly
 - Wellstone-removed trash from #3 pump
 - South Park-#3 VFD inoperable, called AEI to repair
 - Adams Creek North-installed new transducer
 - Adams Creek North- replaced belts on #1 pump and rotating assembly on pump #1A

Meter Reading-Derriell Bynum, Meter Reading Supervisor

1. Replaced meters-42
2. Placed door hangers for bad checks-0
3. Turn Ons for nonpayment-195
4. Turn Offs for nonpayment-153
5. New account service initiated-477
6. Accounts finalized-454
7. Meters read-39,154
8. Rereads/leak tests-104
9. Misreads verified-14
10. Boxes replaced-6
11. Lids replaced-0
12. Met with residents to discuss their high bill/water usage concerns-0
13. Pulled meters-2
14. Construction meters-10
15. AMR Project
 - Retrieved water use history from AMR radio devices and provided the 90 day graphs to the customers-5 for a total of 97 for 2019
 - AMR registers-12
 - AMR meter body-4
 - Defective AMR registers replaced-6
 - Meter boxes replaced-0
 - AMR antennas replaced-1
 - Risers replaced-0
 - Curb stop replaced-0
 - Compound meters rebuilt-0
 - Pulled meters-2
 - Mach 10 meters-0

Utilities Construction-Tommy Kimbrough, Construction Supervisor

1. Freeport water line project- installed 39 service tie ins and cleaned up area
2. Detroit to Main water line project-installed 30' of 6" C-900 water pipe, 1 fire hydrant, 4 service tie ins and cleaned up area
3. Jasper St water line-filled in ditch lines
4. Assisted meter reading with turn offs
5. Assisted sewer watching the pumps at Adams Creek lift station
6. Conducted CDL training at Indian Springs

Verdigris WTP-Jimmy Helms, Plant Manager

1. Removed leaking section of pipe connected to titanium grounding nipple on hypochlorite generator #1, cleaned and reinstalled with new O-rings on union connections
2. Filled hypochlorite generator unit #1 and checked for leaks
3. Removed leaking drain valve on hypochlorite transfer pump A. Cleaned, installed new O-ring, reinstalled and checked for leaks
4. Replaced lock on raw water gate
5. Replaced tubing on settled and finished turbidity meters
6. Checked rack #3 for broken fibers
7. Plumbed temporary ACH line from ACH day tank drain to feed side of ACH feed pumps
8. Plumbed flush/seal water line at raw water pump station
9. Replaced O-ring and coupler on CIP circulation pump air relief
10. Replaced wiper blades and cleaned sample cells on pilot plant turbidity meters 310, 320 and 340
11. Covered raw water line outside of raw water pump station (SW Corner)
12. Finished covering pilot plant raw water 1" supply line
13. Calibrated rack #3 flow control valve
14. Finished taping /sealing pex connections on raw water line. Tightened all fittings, turned water on and checked for leaks
15. Made an enclosure for the west basin pilot sample pump, installed a heater inside
16. Changed out internal, influent, and effluent hoses on Permanganate metering pump #2
17. Installed P-trap on Hydrochloric and SBS tank overflow lines
18. Installed new Endress & Hauser pH probe on finished water online pH analyzer
19. Calibrated Endress & Hauser pH probes on membrane filtrate and pre Clear well online pH analyzers
20. Replaced tubing on settled and filtrate sample points in the lab
21. Replaced SBS containment area sump pump
22. Installed new feed line and fittings on sodium hydroxide feed panel
23. Installed 7 low bay led lights in the membrane filter rack area
24. Removed, washed and re-installed cooling fan filters on VFD's in MCC room
25. Tightened packing on rack #1 flow control valve
26. Replaced plastic hose coupler at the top of rack #10
27. Repaired air leak on rack #1 flow control valve actuator
28. Calibrated and bump tested Ventis MX4 air monitors
29. Tested eye wash / shower stations
30. Flushed sodium hydroxide line to the pre-clear well vault
31. Re-labeled pre and post clear well sodium hydroxide lines leaving the metering pumps
32. Replaced buffer and indicator solutions in the hardness monitor
33. Flushed ACH line
34. Cleaned bubble traps on racks #1-10
35. Conducted the monthly fire extinguisher inspection
36. Replaced internal air line tubing on Atlas Copco air compressor #2

37. Completed scheduled service and inspection on both Atlas Copco air compressors
38. Replaced Cell #4 temp switch on Hypochlorite Generator #3
39. Replaced MCC room fluorescent bulbs with LEDS
40. Installed new Watson Marlow 530 series pump on LAS #2 feed point. Wired, configured and tested pump operation
41. Changed internal hose on the blue Hypochlorite pump
42. Performed grounds keeping duties

Lynn Lane and Haikey Creek WWTP Industrial Pretreatment Program Summary
Lauren Kimbrough, Pretreatment Coordinator

Industrial Pretreatment-

1. Self-Monitoring Laboratory reports received and reviewed for compliance
 - Blue Bell–No deficiencies were noted. Monthly surcharges for conventional pollutants above residential thresholds were calculated in the amount of \$2,665.33. Surcharges have been submitted to the Finance Department for billing.
 - Unifirst–No deficiencies were noted. Monthly surcharges for conventional pollutants above residential thresholds were calculated in the amount of \$4,971.30 and submitted to the Finance Department for billing.
 - Mullin Plumbing–Zinc, lead, and copper violations were noted in laboratory results. Mullin Plumbing has voluntarily shut down operations at this site.
 - Comgraphx/Communication Graphics–A silver violation was noted in laboratory results. City of Broken Arrow met with maintenance personnel from Comgraphx and requested actions be taken to eliminate silver violations. Comgraphx hired a plumber to remove the oil/water separator that was suspected to be leaching silver. Monthly surcharges for conventional pollutants above residential thresholds were calculated in the amount of \$83.79 and submitted to the Finance Department for billing.
 - Flight Safety International–No deficiencies were noted.
 - Ruselectric–The report was submitted 27 days late. A notice of violation was issued to corporate headquarters. There were no parameter violations noted.
2. Wastewater Treatment Plant Monitoring
 - Lynn Lane–Quarterly priority pollutant analysis was performed per Oklahoma Pollutant Discharge Elimination System (OPDES) Permit requirements. The influent and effluent of the wastewater plant were analyzed for the following pollutants: Table III Metals, Total Cyanide, Ammonia, Total Phosphorus, Oil & Grease, Total Phenolics. No deficiencies were noted
 - Haikey Creek–Quarterly priority pollutant analysis was performed per OPDES Permit requirements. The influent and effluent of the wastewater plant were analyzed for the following pollutants: Table III Metals, Total Cyanide, Oil & Grease, Total Phenolics, Volatile Organic Compounds, Pesticides, and Polychlorinated Biphenyls. No deficiencies were noted.
3. Permitting
 - Broken Arrow Powder Coating (Location 2)–Submitted a wastewater discharge permit application including the required \$400 fee. The application included a chemical inventory, safety data sheets, site plans, process waste stream descriptions, toxic organic management plan, and an accidental spill prevention plan. The existing permit was reviewed for necessary amendments and then submitted to the Utilities Director for approval.

- Solar Turbines–Submitted a wastewater discharge permit application requesting a new permit. The application consisted of laboratory analysis of the requested process wastewater, an accidental spill prevention plan, chemical inventory and safety data sheets, site drawings, and process description. The application was reviewed and a permit was submitted to the Utilities Director for approval. City Pretreatment staff performed a pre-permit inspection at this facility on October 17.

4. Meetings

- Central States FOG Alliance–The City of Broken Arrow is working with Arkansas cities: Bentonville, Rogers, Siloam Springs, Ft. Smith, and Little Rock; Missouri cities: Springfield, Kansas City, and St. Joseph; and Johnson County in Kansas to form an alliance for municipal fats, oil & grease pollution prevention programs that will provide training to municipal employees in the central United States. An election was held this month for executive board positions. Tim McGee of Bentonville is the Chair, Sarah Limb of Springfield is the Vice Chair, Amber Underwood of Rogers is the Secretary, and Lauren Kimbrough of Broken Arrow is the Treasurer. An application for charitable organization status is being prepared to submit to the Arkansas Secretary of State.



To: Crickett Moore
From: Christina Denton
CC: Rocky Henkel, Kenny Schwab, John Myers
Subject: Streets and Stormwater Department
Date: December 16, 2019

Please include these items in your notes to council for the next meeting:

Snow and Ice Control

The Streets and Stormwater Department responded to the freezing rain event that occurred on December 16, 2019. At approximately 7:00 a.m. lasting until 2:00 p.m., the department dispersed 2 trucks and 7 tons of salt to pre-treat bridges, overpasses, and to address areas reported by the PD.

2. GENERAL CORRESPONDENCE / NOTIFICATION



City establishes distribution point for trash bags until Feb. 29

- To ensure the availability of City provided trash bags the City will distribute bags at Indian Springs Sports Complex.
- Distribution of trash bags will begin on December 18 and ends when current vouchers expire on Feb. 29.

Background:

Beginning Wednesday, Dec. 18, residents will be able to redeem trash bag vouchers at Indian Springs Sports Complex, 13600 S. 145th E. Ave. The site will be open 1-7 p.m., Monday through Friday, except City-observed holidays:

- Christmas, Dec. 24-25, 2019;
- New Year's Day, Jan. 1, 2020;
- Martin Luther King Day, Jan. 20, 2020; and
- Presidents Day, Feb. 17, 2020.

Contact:

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S 145th East Ave

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W Shreveport St

W Shreveport St

W Shreveport St

Advertise bags/hours
ISSC Electronic sign

ISSC Sports Complex

Indian Springs Softball Complex

Connex Box

Employee parking





INTEROFFICE MEMO

To: Honorable Mayor and City Councilors
From: Jennifer Swezey, Community Relations Liaison
Date: December 20, 2019
Re: Recent News Articles

Below are some links to news coverage in Broken Arrow this week.

<https://ktul.com/news/local/broken-arrow-sets-up-trash-bag-distribution-point-at-indian-springs-sports-complex>

<https://www.fox23.com/news/local/broken-arrow-dispatchers-give-family-special-christmas/EDA27NPJ2JCRPMT6SOYNEZZ4MI/>

Respectfully submitted,

Jennifer Swezey

3. SPECIAL EVENTS / ACTIVITIES



To: City Council Members and Michael Spurgeon
From: Thor Rooks, Recreation Manager
CC: Matt Hendren, Parks and Recreation Director
Date: December 20, 2019
Re: Notes to Council – Parks and Recreation Department

- This Saturday, December 21, 2019 is the inaugural **Cookies & Cocoa with Santa** event. This event will take place at the Rose District Plaza from 12:00PM to 3:00PM. This family event is free and ideal for the whole family. Come out and build an ornament, sip on some hot cocoa, enjoy a cookie or two and take a picture with Santa. We hope to see you and yours this Saturday at the Rose District Plaza.
- Daddy Daughter Dance tickets are on sale now. These \$5 tickets make great stocking stuffers! To purchase yours, stop by a community center before Christmas.
- Community Centers and Nature Center will be closed December 24 and 25 for the Christmas holiday.