

**To:** Honorable Mayor and City Councilors  
**From:** Michael Spurgeon, City Manager  
**Date:** March 6, 2020  
**Re:** Notes to Council

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### **1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION**

- General Services Department Monthly Report – January 2020
- Utilities Department Monthly Report – January 2020
- Streets, Stormwater, and Traffic Department Monthly Report – February 2020

### **2. GENERAL CORRESPONDENCE / NOTIFICATION**

- Recent news article

### **3. SPECIAL EVENTS / ACTIVITIES**

- N/A

Respectfully submitted

*CLM for*

Michael Spurgeon

clm

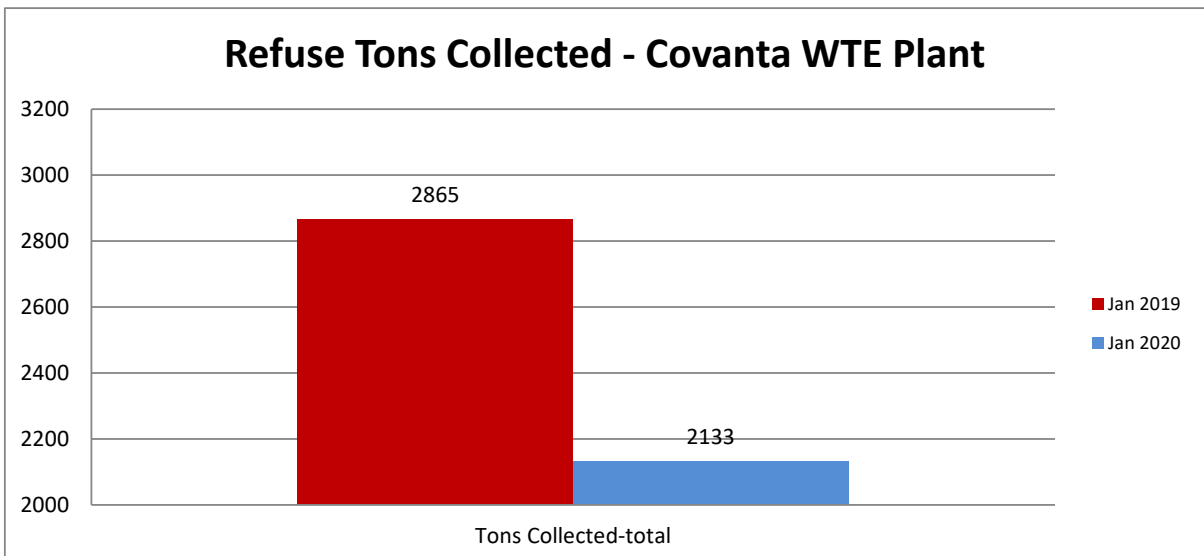
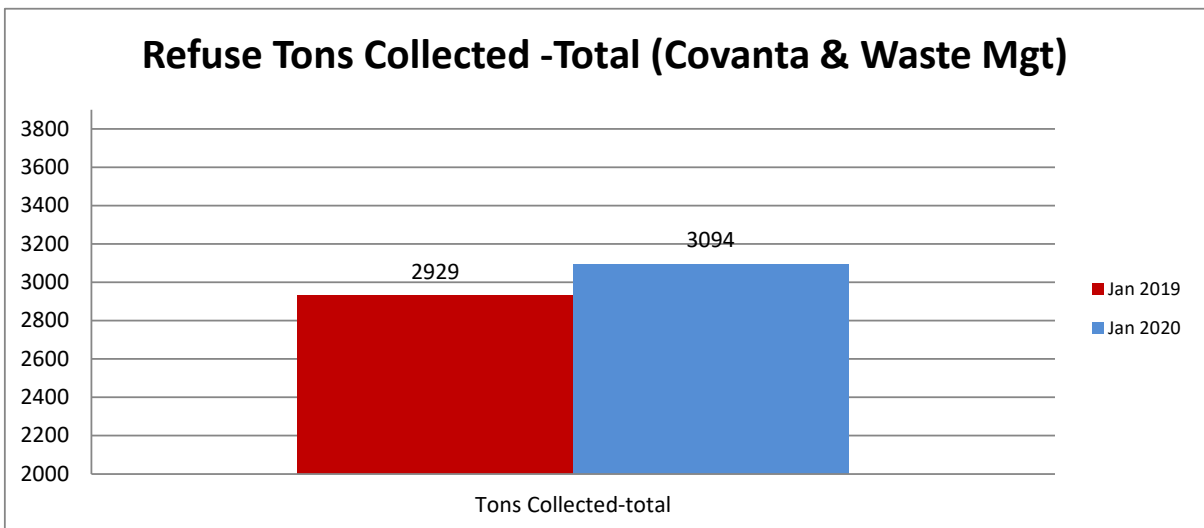
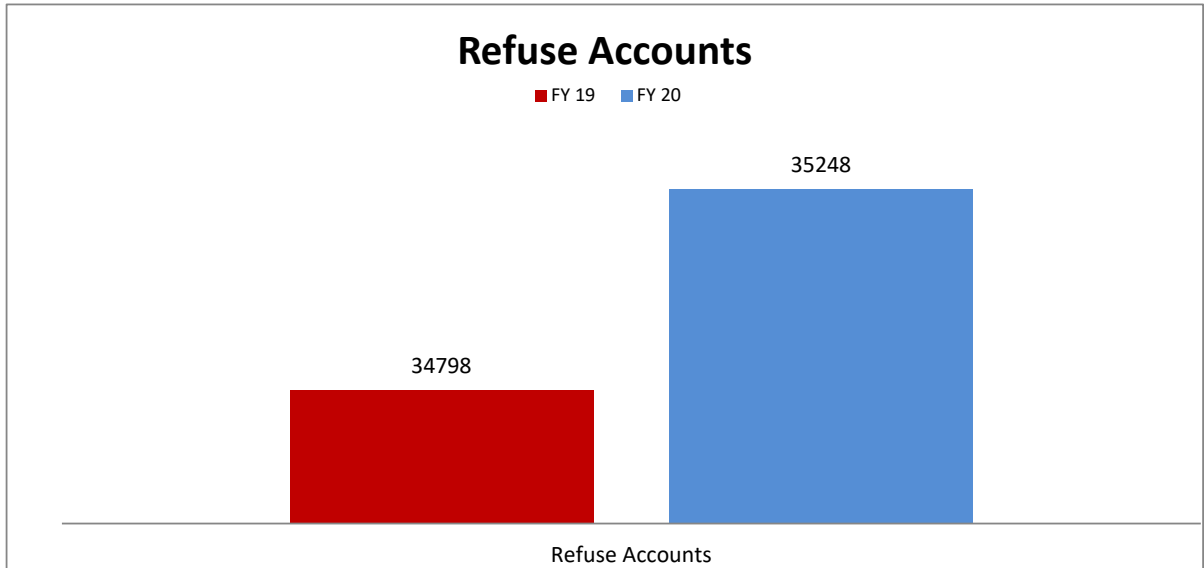
Attachments

## 1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION



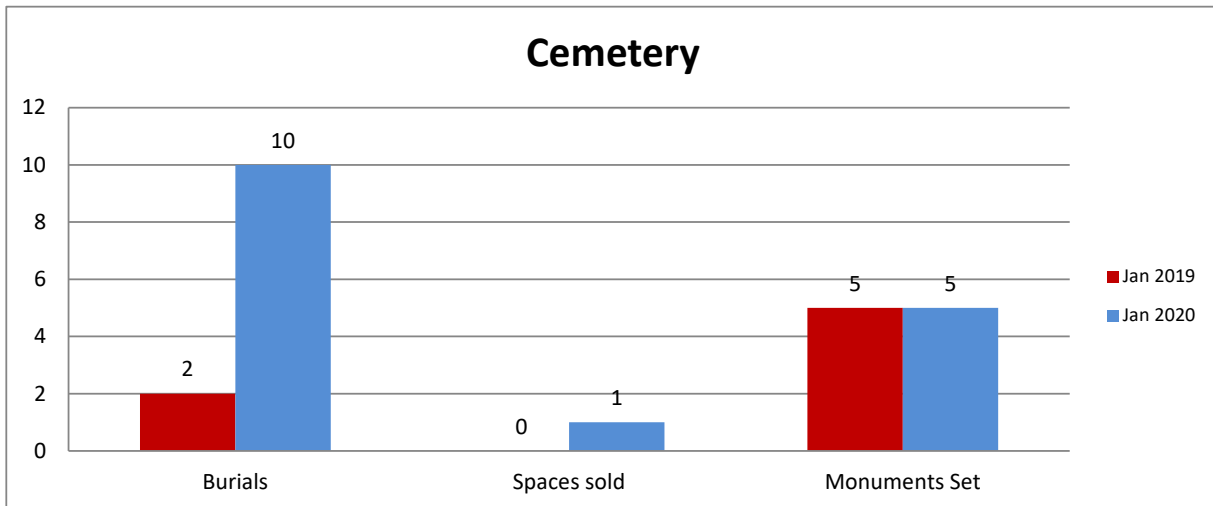
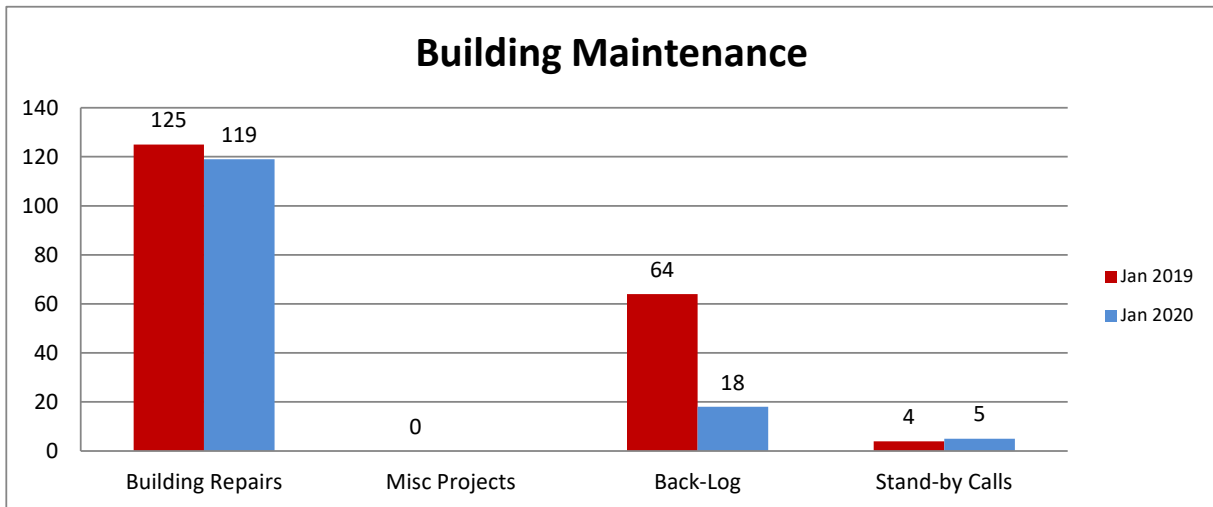
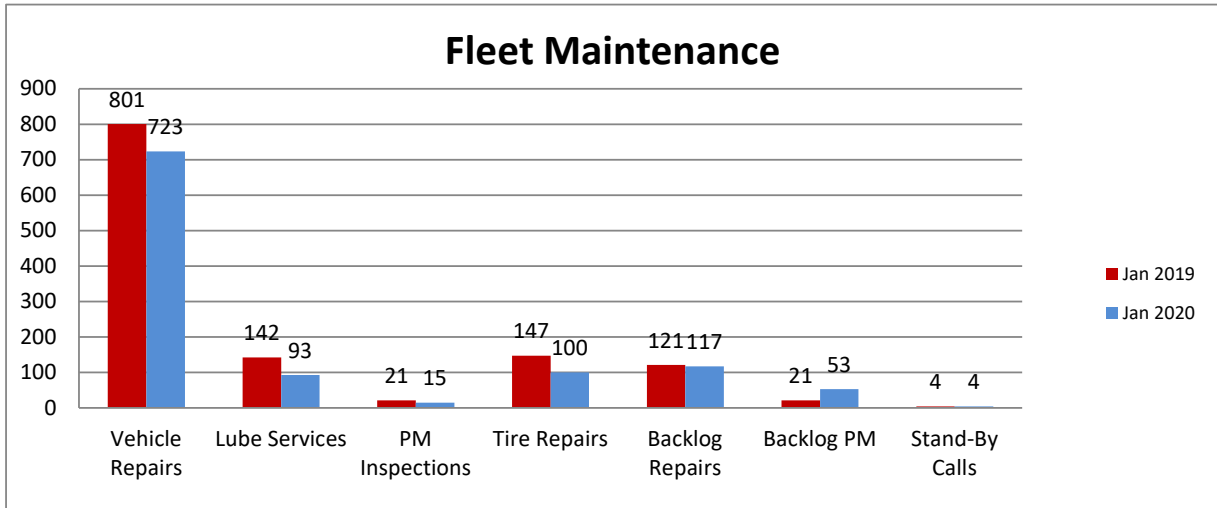
# General Services Monthly Report

## January 2020



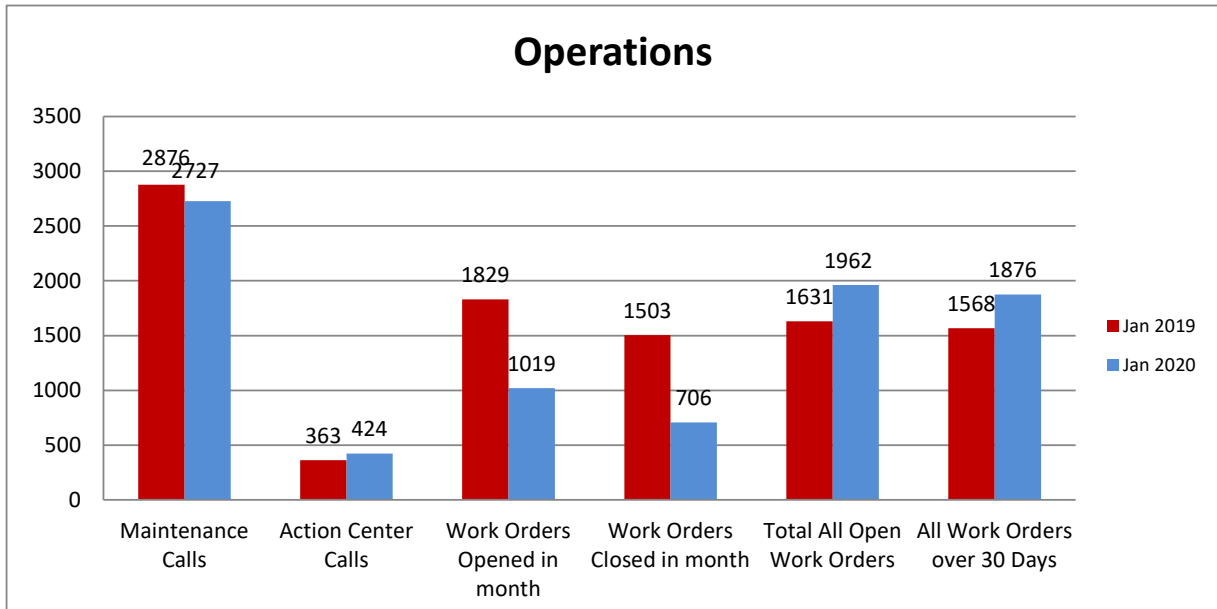
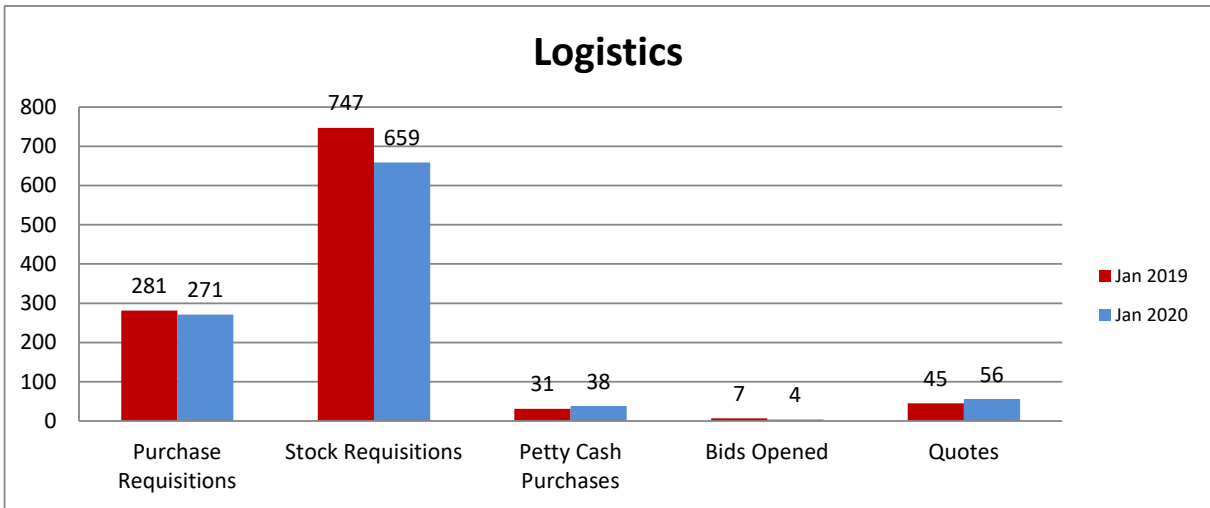
# General Services Monthly Report

## January 2020



# General Services Monthly Report

## January 2020



**To:** Michael Spurgeon, City Manager  
**From:** Charles Vokes, Utilities Director  
**Date:** February 28, 2020  
**Re:** Utilities Department Monthly Report – January 2020

	<b>January 2020</b>	<b>January 2019</b>
<b>Water Treated, Purchased and Distributed</b>		
Water Purchased from Tulsa	5.7 MG	0.5 MG
Water Produced at Verdigris WTP	<u>253.9 MG</u>	<u>254.6 MG</u>
Total	259.6 MG	255.1 MG
<b>Wastewater Treated</b>		
Lynn Lane Plant	205.7 MG	165.1 MG
Haikey Creek Plant flow from BA	<u>171.1 MG</u>	<u>211.5 MG</u>
Total	376.8 MG	376.6 MG
Haikey Creek Plant flow from Tulsa	223.6 MG	232.6 MG

**LLWWTF Summary**

**David Handy, Plant Manager**

**Preventive Maintenance**

1. Lubricated chain drive on overhead door at RAS building
2. Cleaned east head cell
3. Cleaned and washed down west tea cup and grit snail
4. Spare aerator backup motor sent to repair shop for refurbishment
5. Replaced chlorine pigtails, gaskets and cleaned fittings
6. Tested chlorine detectors
7. Checked accuracy of effluent flowmeter
8. Cleaned clarifier weirs
9. Seal replaced on grit pump No. 201
10. Performed weekly lubrication for influent channel screen
11. Installed hose racks in old belt press building
12. Tightened fittings on east wash compactor
13. Performed monthly lubrication of all facility equipment motors and bearing
14. Adjusted belt tension on bio-filter booster fan at headcell access area

**Utilities Distribution/Collections Maintenance Summary**

**Water Distribution-Travis Schemonia, Water Supervisor**

**Preventive Maintenance**

1. Line locates-859
2. Valve truck crew exercised 17 valves for the month, bringing the total to 17 for 2020

## **Corrective Maintenance**

1. Meter leak repairs-3
2. Distribution main leak repaired-5
3. Curb stops replaced-6
4. Meters replaced-3
5. Water quality calls-6
6. Water system service requests-34
7. Meter and valve boxes repaired/replaced-5
8. Fire hydrants repaired-7

## **Other**

1. New taps and meters-59
2. Service crossings installed-2
3. Water pressure tests-8
4. Water leak calls-29
5. Assisted Meter Reading with Turn Ons/Offs-15

## **Water Quality**

### **Preventive Maintenance**

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 5 water tower locations-153
5. Checked chlorine levels every Friday at 4 water towers-20
6. Flushed dead end lines at 39 locations once a month

### **Corrective Maintenance**

1. Water quality concern calls at 4 locations-61,475 gallons flushed

## **Other**

1. Total gallons flushed to improve water quality-estimated 4,014,900 gallons

## **Water Reclamation-David Marlow, Wastewater Collection Supervisor**

### **Preventive Maintenance**

1. CCTV inspections done-396 ft.
2. Routine station visits (29 lift stations and 4 booster stations)-238
3. Check valves/pumps cleaned at stations-2
4. Wet wells cleaned-1
5. Sewer line locates-90

### **Corrective Maintenance**

1. Service request calls-24
2. Sewer line blockages relieved-9
3. After hour calls-18
4. Manholes repaired-2
5. Sewer lines repaired/replaced/installed-20 ft.
6. Sinkholes-1
7. Sanitary Sewer Overflows (SSOs) reported to ODEQ-10
8. Cleaned and restored yards after sewer line repairs-2
9. Lift station maintenance and repairs-18
  - The Greens-pulled trash from #2 pump
  - The Greens-AEI adjusted VFD's
  - 209th-cleaned check valves
  - Adams Creek North-installed 2A rotating assembly
  - South Park South-pulled trash from pumps

- Animal Shelter-installed #2 pump
- ISSC-pulled trash from #1 pump
- Turnberry-cleaned probes
- South Park South-pulled trash from pumps and cleaned 3 way valves
- Shadow Trails-rebuild #1 vacuum
- Adams Creek North-rebuild and install #3B pump
- Windsor-cleaned probes and 3 way valves
- Shadow Trails-replaced vacuum on pump #1
- Stone Horse-cleaned vacuum breakers
- Animal Shelter-cleaned check valve on #1 pump

**Meter Reading-Derriell Bynum, Meter Reading Supervisor**

**Preventive Maintenance**

1. Replace meters-20
2. Install Mach 10 meters-19

**Corrective Maintenance**

1. Replace defective AMR registers-5
2. Meter boxes replace-7
3. Construction meters rebuilt-4
4. Replace defective meters-13
5. Replace AMR antenna-2

**Other Maintenance**

1. Meters read-39,205
2. Rereads/Leak Tests-181
3. Turn Ons for nonpayment-250
4. Turn Offs for nonpayment-259
5. New accounts-449
6. Finals-441
7. Pulled meters-1
8. Retrieve water use history from AMR and provide 90 day graph to customer-3 for a total of 3 for 2020
9. Place door hangers for bad checks-2
10. Misreads verified-28
11. Construction meters set-4

**Utilities Construction-Tommy Kimbrough, Construction Supervisor**

**Preventive Maintenance**

1. Freeport Water Line-replaced 271' of 6" C-900 water pipe
2. 129th & 138th-installed 70' of 6" C-900 water pipe for better circulation
3. 129th & 131st-installed 228' of 12" C-900 water pipe
4. Line locates-5

**Corrective Maintenance**

1. Zeeco Sewer Line-replaced 86' of 24" SDR 35 sewer pipe

**Verdigris WTP-Jimmy Helms, Plant Manager**

**Preventive Maintenance**

1. Cleaned pre-treatment trains #5 and #6 (16 hours)
2. Measured voltage and amperage readings on hypochlorite generator nova cells (1 hour)
3. Greased motors on hypochlorite metering pumps (0.5 hours)
4. Greased motors and pumps on reverse filtration system (0.5 hours)



5. Tested eye wash / shower stations (2 hours)
6. Calibrated and bump tested MX4 air monitors (0.5 hours)
7. Inspected fire extinguishers (1 hour)
8. Flushed containment areas for Sodium bisulfite, Citric Acid, Hydrochloric Acid and Citric Acid Waste (3 hours)
9. Installed surge protection devices on both forward and reverse 120 volt signal inputs to device net card on strainer #4 (2.5 hours)
10. Removed stainless plate settler covers from train #6 (12 hours)
11. Changed tubing, cleaned vial and wiper assembly on settled water turbidity meter (1 hour)
12. Changed out buffer/reagents on CL 17s (0.5 hour)
13. Changed softened water filter on hypochlorite generator #3 (0.5 hour)

### **Corrective Maintenance**

1. Replaced two device net cards on #4 feed pump strainer
2. Rebuilt rack #3 actuator for flow control valve
3. Changed membrane train feed line block valve pneumatics solenoid and adjusted speed settings on Rack #4
4. Replaced internal hose on blue hypochlorite feed pump
5. Flushed rack #8 turbidimeter feed lines
6. Rebuilt rack #3 membrane train CIP return line block valve actuator and replaced pneumatics solenoid
7. Installed two new drain valves on blue hypochlorite pump suction and discharge line
8. Installed stainless steel flanges on earth tech panel flow meter
9. Replaced sodium hydroxide transfer pump A suction hose
10. Installed new hastelloy fluoride spear and check valve in vault #3.
11. Installed new O-rings in unions and valves on fluoride feed line in vault #3
12. Disassembled Innomag hypochlorite transfer pump B, installed Fybroc pump as a backup
13. Installed new tube kit, cleaned color cell and replaced buffer/reagent bottles in pre clear well CL-17
14. Installed one refurbished and one new hypochlorite generation cell in unit #3
15. Replaced hypochlorite containment sump pump
16. Replaced motor and fan on blower after cooler B
17. Repaired effluent leak on hypochlorite bulk tank #1, installed new 2" PVC valve
18. Filled pot holes on east basin gravel road

### **Other Maintenance**

1. 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 \$5,407.60. 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 \$2,391.38 and submitted to the Finance Department for billing.
  - Mullin Plumbing – The permitted Septic System Dewatering Station remains closed at this time. There was no discharge and no monitoring performed.
  - Comgraphx/Communication Graphics – Laboratory results revealed a permit violation for silver. A notice of violation and fine are required per City of Broken Arrow Pretreatment Program Enforcement Response Plan. Monthly surcharges for conventional pollutants

above residential thresholds were calculated in the amount of \$30.55 and submitted to the Finance Department for billing.

- Paccar Winch – No deficiencies were noted.
- CSI Aerospace – No deficiencies were noted.
- Ruselectric – No deficiencies were noted.
- Republic Services/ Broken Arrow Landfill – No deficiencies were noted.
- Baker Hughes – They have not started discharging water from the permitted process yet. A “no discharge” monitoring report was submitted.

2. Permitting:

- Flight Safety International – The wastewater discharge permit is up for renewal. An application for renewal was submitted with an accidental spill prevention plan and toxic organic management plan.

# Street & Roadside Maintenance

## Monthly Report 02/2020

Job	Totals	Monthly Total
Street Service Calls (Not covered by other categories)		
Pothole Patches	984	984 holes/ 12.22 tons asphalt
Dura Patch Holes		
Major Street Repairs (SY)	226	
Signs Repaired/Cleaned/Replaced	248	
New Signs Installed	30	
Signs Fabricated	215	
Streets Painted (LF)		
Thermo Plast (FT)		
Arrows Painted		
Arrows Thermo Plast		
ONLY'S		
Intersection/Crosswalk Marking		
Special Projects		
Drop Inlets Cleaned		
Mosquito Spraying		
Tree Removal/Trimming	22	
Crack Sealing (FT)	15,352	
Manholes Raised		
R.O.W Signs		
Streets Paved (SY)		
Bar Ditching (FT)		
24 Hour Traffic Counts		
12 Hour Speed Surveys		
Traffic Calming Signs Posted		
Traffic Calming Areas Painted		
Speed Bumps Installed		
Speed Bumps Removed		
Speed Bumps Painted		

Stormwater Maintenance  
Monthly Report 02/2020

Job	
Street Sweeping (miles)	81
Mowing ROW (miles)	
Mowing Special Projects	
Weedlot Abatement	
Tree Removal / Trimming	
Spraying	
Signs Removed from ROW	
Stormwater Service Calls (not covered by other categories)	
Barricades Repaired	
Bar Ditch Repairs / Cleaning (LF)	424
Creek Cleaning(LF)	
Culverts Cleaning	28
Storm Sewer Sinkholes	2
Storm Sewer Installed (LF)	
Drop Inlets Cleaned	
Drop Inlets Repaired	
Junction Box Repairs	
Storm Drain Grates Replaced	
Storm Drain Hood Repaired/Replaced	
Concrete Street Repairs (SF)	11,373
Sidewalk Repairs (SF)	1,015
Curb and Gutter Repairs ( LF)	171
French Drains	
Backfill or Spread Topsoil	720
Saw Cut Curb & Gutter	
Driveways & Approaches (SF)	
Vertical Walls & Headwalls	
Mobile Cement Truck (CY)	
Hydro Mulch	
Sod Layed (SF)	3,500

Special Pickup	
Storm Damage	
New Inlets & Junction Boxes	
Wheelchair Ramp	3
Flow Filled Pipes	
Manholes Raised	
Metal Hoods Raised	
Log Jams	
Surface Drains Installed	
Pads (SF)	
Brush Loads	
6 X 6 Boxes	
Raised Manhole Rings	
Floor (SF)	
Control Pods	
Concrete Swell	
Spilled Cleaned	
Beaver Slides	30lf
Econ blocks (9 per set)	
Rip Rap tons	9
Graffiti removal	1
Concrete parking lots (SF)	
Bar Ditching (feet)	9893
Creek Cleaning	
Bridge Cleanout	
Weedeat	
Guardrails (ft)	
Ag-Base	6
Footings	
Dog Kennel Pads Poured sq ft	
Pipe Joints Patched Repaired	
Signal Pedestals (sq ft)	
Lids (sq ft)	
Storm Drain Joints Crawled and Repaired	
Mailbox repairs	
1 1/2 road rock	

spoils	83.5
top soil	21
3/8 chips	1.5
clean out bay	

Traffic Signal Maintenance  
Monthly Report 02 /2020

Job	Monthly Total
Traffic Signal service/repair calls	70
School Signal service/repair calls	17
Electrical/ street lights other	23.5
Stanby calls	13
Backlog work orders	
Backlog PM Inspections	
Civil Defense Siren	8

## 2. GENERAL CORRESPONDENCE / NOTIFICATION







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*INTEROFFICE MEMO*

**To:** Honorable Mayor and City Councilors  
**From:** Jennifer Swezey, Community Relations Liaison  
**Date:** March 6, 2020  
**Re:** Recent News Article

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Below is a link to news coverage in Broken Arrow this week.

<https://www.newson6.com/story/41834434/broken-arrow-firefighters-give-tips-on-how-to-prevent-fires>

Respectfully submitted,

Jennifer Swezey

### 3. SPECIAL EVENTS / ACTIVITIES

