

To: Honorable Mayor and City Councilors
From: Michael Spurgeon, City Manager
Date: January 29, 2021
Re: Notes to Council

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION

- Utilities Department Monthly Report – December 2020

2. GENERAL CORRESPONDENCE / NOTIFICATION

- Press Release – Tulsa County Court Clerk Open Broken Arrow Extension Office

3. SPECIAL EVENTS / ACTIVITIES

- N/A

Respectfully submitted

Michael Spurgeon

clm

Attachments

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION



To: Michael Spurgeon, City Manager
From: Charles Vokes, Utilities Director
Date: January 26, 2021
Re: Utilities Department Monthly Report – December 2020

	December 2020	December 2019
Water Treated, Purchased and Distributed		
Water Purchased from Tulsa	0.4 MG	4.2 MG
Water Produced at Verdigris WTP	<u>264.2 MG</u>	<u>258.6 MG</u>
Total	264.6 MG	262.8 MG
Wastewater Treated		
Lynn Lane Plant	171.8 MG	171.4 MG
Haikey Creek Plant flow from BA	<u>136.4 MG</u>	<u>131.1 MG</u>
Total	308.2 MG	302.5 MG
Haikey Creek Plant flow from Tulsa	201.4 MG	204.5 MG

LLWWTF Summary

David Handy, Plant Manager

Preventive Maintenance (10.5 person-hrs total)

1. Changed out filters on air make up unit at headworks (0.5 hour)
2. Tested chlorine leak detection sensors (0.5 hour)
3. Checked effluent flowmeter calibration (0.5 hour)
4. Weekly lubrication for influent channel screen (1 hour)
5. Cleared compactors of built up rags (1 hour)
6. Tightened belts on bio filter fan (0.5 hour)
7. Washed and dried five bio filters for head works (1 hour)
8. Performed quarterly lubrication of equipment and motors (4 hours)
9. Checked pumps in non pot building (0.5 hour)
10. Changed out 2 filters on top of headworks (0.5 hour)
11. Changed out 3 filters on bio filler (0.5 hour)

Corrective Maintenance

1. Installed motion sensor on south chute in transport room
2. Cleaned out number 4 RAS pump
3. Cleaned out and unstopped WAS pumps 1 & 2
4. Changed out timer on number 4 thickener pump

Other Maintenance

1. Changed out roll off dumpster in head works

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

1. Line locates-1735
2. Valve truck crew exercised 166 valves for the month, bringing the total to 1529 for 2020
3. Fire hydrants inspected and greased-410, bringing the total to 3014 for 2020
4. Fire hydrants painted-0
5. Fire hydrants greased/oiled-33

Corrective Maintenance

1. Meter leak repairs-13
2. Distribution main leak repaired-17
3. Curb stops replaced-10
4. Defective meters replaced-1
5. Water system service requests-98
6. Broken meter/valve boxes replaced-9
7. Cleaned and restored yards after water line repair-21
8. Fire hydrants repaired-0
9. Fire hydrants replaced-0
10. Service line breaks-22
11. After hours sewer calls-3

Other

1. New taps and meters-42
2. Water pressure tests-5
3. Service crossings installed-3
4. Assisted Meter Reading with Turn Ons/Offs-17
5. Water quality concerns-2
6. Assisted Sanitation Department with special pick ups

Water Quality

Tim Nix-Water Quality Technician

Preventive Maintenance

1. Tested chlorine levels near auto flushers-17
2. Bac-T samples collected-101
3. Collected 2 chlorine samples (am/pm) daily-62 total
4. Distribution system-tests at 12 distribution locations and 5 water tower locations-144
5. Checked chlorine levels every Friday at 5 water towers-25
6. Flushed dead end lines at 31 locations once a month and 12 locations twice a month-325,373 gallons

Corrective Maintenance

1. Water quality concern calls at 9 locations-252,375 gallons flushed
2. Response to distribution testing results-1,887,750 gallons flushed

Other

1. Total gallons flushed to improve water quality-estimated 7,005,510 gallons

Water Reclamation-David Marlow, Wastewater Collection Supervisor

Preventive Maintenance

1. CCTV inspections done-8,604 ft.
2. Routine station visits (29 lift stations and 4 booster stations)-622
3. Check valves/pumps cleaned at stations-10
4. Sewer line root cut-300 ft.

5. Sewer line locates-68
6. Sewer line cleaning-7,047 ft.
7. Lines smoked-0
8. Clean fog rods at lift stations-23
9. Clean wet wells-2

Corrective Maintenance

1. Service request calls-22
2. Sewer line blockages relieved-11
3. After hour calls-12
4. Manholes repaired-8
5. Sewer lines repaired/replaced/installed-2
6. Sewer taps-0
7. Clean and restored yards after sewer line repairs-2
8. Sanitary Sewer Overflows (SSOs) reported to ODEQ-4
9. Sinkholes-2
10. Lift station repairs-
 - Shadow Trails-replaced vacuum pump #3
 - South Park-cleaned impeller
 - Adams Creek North-replaced heaters and clapper valve
 - Indian Springs-replaced rotating assembly, cleaned impellar
 - Berwick-cleaned impeller

Other

1. Assisted Sanitation Department with special pick ups

Meter Reading-Derriell Bynum, Meter Reading Supervisor

Preventive Maintenance

1. Replace meters-37
2. Install Mach 10 meters 5
3. Replace meter lids 0

Corrective Maintenance

1. Replace defective AMR registers-19
2. Meter boxes replace-10
3. Replace AMR antenna 0
4. Construction meters rebuilt-0
5. Replace riser 0
6. Replace defective meter base-13

Other Maintenance

1. Meters read-36,709
2. Rereads/Leak Tests-97
3. Turn Ons for nonpayment-293
4. Turn Offs for nonpayment-206
5. New accounts-451
6. Finals-440
7. Pulled meters-4
8. Retrieve water use history from AMR and provide 90-day graph to customer-22 for a total of 332 for 2020
9. Place door hangers for bad checks 0
10. Misreads-11 for a total of 316 for 2020
11. Customer concerns 0

Utilities Construction-Tommy Kimbrough, Construction Supervisor

Preventive Maintenance

1. Kenosha, Date, Cedar water line-installed 550' of 6" C-900 water pipe

Corrective Maintenance

1. None for this month

Other

1. Timber Ridge Cottages-installed 452' of 12" SDR 35 sewer pipe
installed 84' of 8" SDR 35 sewer pipe
installed 20' of 4" Sch 40 sewer pipe
installed 2 manholes
2. Snow shift-cleared city parking lots and Main St.
3. Line locates-10
4. Main line leaks-6
5. Turn off-4
6. Turn on-0
7. Assisted Sanitation Department with special pick ups

Verdigris WTP-Eli Prock, Asst. Plant Manager**Preventive Maintenance (44 person-hrs total)**

1. Tested eye wash/shower stations (5 hours)
2. Calibrated and bump tested MX4 monitors (0.5 hours)
3. Inspected fire extinguishers (1 hour)
4. Flushed SBS and hydrochloric acid tank overflow water traps (1 hour)
5. Cleaned plate settlers on trains 1-4 (12 hours)
6. Flushed ACH, SBS, permanganate and fluoride containment areas (10 hours)
7. Emptied hypochlorite blower catch pans (2 hours)
8. Replaced buffers and indicators for CL17s (1 hour)
9. Flushed high service drains (1 hour)
10. Cleaned hypochlorite transfer pump Y-strainers (1 hour)
11. Calibrated and installed 3 new pH probes in membrane building and high service (3 hours)
12. Flushed settled and filtrate turbidimeter lines (1 hour)
13. Greased RF pump motors (0.5 hours)
14. Exercised 6" water pump (3 hours)
15. Hosed off hypochlorite, permanganate, caustic panels and pump areas (2 hours)

Corrective Maintenance

1. Disassembled blower assembly, installed new motor on hypochlorite generator 2 blower
2. Replaced wiper on settled water turbidimeter
3. Replaced o-ring leak on feed strainer 3
4. Replaced 2" cpvc drain valve on fluoride bulk tank
5. Repaired fluoride transfer pumps
6. Worked on fluoride sump pump
7. Worked on Borger sludge pump on west pretreatment #1 position
8. Repaired leak on hypochlorite feed panel 1.5" cam lock connection
9. Rebuilt hypochlorite generator 1, 3" pvc section
10. Replaced all 1/2" x 1/4" quick connect fittings and installed new 1/4" tubing on hypochlorite generator over flow systems 1-3
11. Installed new temperature switch on hypochlorite generator 2, cell 2
12. Replaced GFCI outlet on south side of raw water building
13. Replaced o-rings on 2" permanganate valve above transfer pumps
14. Adjusted closing and latch mechanisms on maintenance room doors
15. Installed new overload on decant pump 2 and tightened connections
16. Installed led lighting in building south of east basin

17. Repaired blower B communication
18. Installed new battery bank for Cummins generators in high service

Other Maintenance

1. Performed grounds keeping duties
2. Cleaned and disinfected membrane building

Lynn Lane and Haikey Creek WWTP Industrial Pretreatment Program Summary

Lauren Kimbrough, Pretreatment Coordinator

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

Grease interceptor inspections

- 34 interceptors were inspected in December. Facilities that have interceptors that need immediate maintenance are being asked to have maintenance performed within 15 days.
- 2 facilities were asked to perform maintenance.

Oil/Water Separator/Sand Interceptor inspections

- City Pretreatment staff performed 2 car wash inspections in the month of December. Staff inspected manifests for oil/water separator maintenance and waste hauling, inspected interceptor and discussed best management practices with management.
- 1 facility was asked to perform maintenance

Industrial Pretreatment

Self-Monitoring Laboratory reports received and reviewed for compliance

- Blue Bell – A violation was recorded for biochemical oxygen demand (BOD). Blue Bell submitted the required 24-hour notification listing several power failures as the suspected cause. A notice of violation will be issued to Blue Bell as required by the City of Broken Arrow Pretreatment Program Enforcement Response Plan. Monthly surcharges for conventional pollutants above residential thresholds were calculated in the amount of \$12,073.34. 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 \$ 2,458.12 and submitted to the Finance Department for billing.
- Comgraphx/Communication Graphics – A permit violation was reported for silver. A notice of violation will be issued. City staff met with the Comgraphx Maintenance Manager at the end of November to discuss a compliance plan of action and asked that a written notice of intent be submitted to the Water Resources Division by Comgraphx by the end of January. Comgraphx is exploring several different treatment and/or waste hauling options that will ensure continued permit compliance and will report their method and a timeline of implementation by January 31st.

Wastewater Treatment Plant Monitoring

- Lynn Lane-influent and effluent priority pollutant scans were performed as required, with no deficiencies noted.

2. GENERAL CORRESPONDENCE / NOTIFICATION



For Immediate Release

January 29, 2021

Contact: Randy Proffitt | 918-596-5420 | randy.proffitt@oscn.net

Tulsa County Court Clerk Opens Broken Arrow Extension Office

The Tulsa County Court Clerk is excited to announce the opening of an extension office in the City of Broken Arrow. Initially the extension office will be able to process marriage licenses, then later there are plans to process passports.

“Broken Arrow is the fourth largest city in the state of Oklahoma and it is one of the largest communities within the boundaries of the Tulsa County,” said Don Newberry, Tulsa County Court Clerk.

“We look forward to offering this convenience for the citizens of Broken Arrow as well as those in the South and East portions of our county. The wedding District of the Broken Arrow’s Rose District is growing and we are excited to be a part of that growth. Once we begin offering passports, couples can do most of their licensing, applying for passport and wedding planning within the area.”

The extension office is located at 123 North Main Street in Broken Arrow. They are open Monday through Friday from 8am until 5pm. It should be noted that no applications can be processed after 4:30pm. The phone number is 918-596-8991.

We look forward to continuing to serve the citizens of Tulsa County.

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3. SPECIAL EVENTS / ACTIVITIES

