



## Monthly Activity Report

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**TO:** Mayor and Council

**FROM:** Alyshia Neuman- Manager of Works and Operations

**DATE:** June 16, 2021

**RE:** **Monthly Activity Report – June 2021**

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### **JUNE ACTIVITIES:**

#### **Water Treatment and Distribution:**

- June 12, 13,18,19,20 Clearwell cleaning
- Quotes are being obtained for replacement for drain valve, and north filter piping.
- Hydrant Flushing and valve testing
- Hydrant part, curb stop and valve order
- Waterworks inspection June 8th

#### **Wastewater Treatment and Collection:**

- Manhole Repair on 3<sup>rd</sup> tentative scheduled date for June 23<sup>rd</sup>
- Lagoon berm maintenance
- Lagoon line blow out
- Kennedy,3<sup>rd</sup> and Main lift stations yearly inspections and maintenance

#### **Outside Services:**

- Town wide grass cutting
- Roland's park tree chipping
- School zone installation at Highschool
- Flower bed assembly

#### **Facilities:**

- Town Office painting of offices- CAO, Manager of Finance
- Campground inspection took place from last report and backflow preventors installed at taps- 100% compliant.

#### **Other:**

- Asset Management
  - Rec Center Roof RFP
  - Wadena Aquatic Center Insurance Inspections
  - Training:
    - Pesticide Application Course for Melvin and Alyshia- In Progress
    - Water Treatment Training for Pub Works 1x per week for 1 hour scheduled for after hydrant flushing.
  - Resolution 057-21 Customer follow-up
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- Only has been discolored a few times since we last spoke, if any discoloration happens, they will phone and we will go flush

**PRIORITIES FOR July 2021**

- Meter installations
- Hydrant repair
- Valve Repair
- Curbstop replacements
- Sewer replacement
- Order well supplies
- Well acidization and well 4 pump replacement
- Hall, rec center duct cleaning
- Septic and Shop suck outs
- Rec center parking lot installation
- Schedule training for water courses
- WTP Secondary Advice tentatively scheduled
- Sewer Main flushing

**REQUEST FOR ACTION/DIRECTION/CLARIFICATION**

- None Currently