



Memorandum

DATE: February 4, 2020

TO: Ronald Wastewater District (RWD) Board of Commissioners

FROM: Jesse Peterson, Wastewater Manager

RE: Maintenance Report – January 2020

CC: Lance Newkirk, Utility and Operations Manager

Summary

This report provides a recap of the maintenance, operations and permitting activities for January 2020.

Maintenance and Operations

| Task | Unit of Measure | Monthly Target | Annual Target | Month (JAN) | YTD |
|------------------------------|-----------------|----------------|---------------|-------------|--------|
| CCTV Inspections | Linear feet | 7,500 | 90,000 | 14,559 | 14,559 |
| Pipeline Cleaning | Linear feet | 23,500 | 282,000 | 29,887 | 29,887 |
| FOG Inspection | Each | 31 | 372 | 35 | 35 |
| Generator Operations | Each | 8 | 96 | 8 | 8 |
| Grinder Pump Inspection | Each | Triannual | 63 | 0 | 0 |
| Wet Well Cleaning | Each | Triannual | 45 | 15 | 15 |
| Lift Station Inspection | Each | 65 | 780 | 65 | 65 |
| Manhole Condition Assessment | Each | 100 | 1,200 | 113 | 113 |
| Permits Issued | Each | 15 | 180 | 27 | 27 |
| Utility Locates | Each | 175 | 2,100 | 239 | 239 |

Additional detail describing the maintenance and operational activities is provided below.

CCTV Inspection

- 14,559 linear feet in grid areas F4 and F3

Pipeline Cleaning

- Main –29,887 linear feet in grid areas J1, A6 and A5 was started

FOG

- 35 inspections were completed - see Attachment A (FOG report) for additional detail

Generators

- 8 stationary generators exercised under load

Grinder Pump/Wet Well

- Wet wells received the 1st cleaning of the calendar year

Manholes

- 113 manholes inspected in grid areas B6 and B5 was started

Lift Stations and Grinder Pumps

- Lift Station #4 personnel lift operation lever was replaced

Permits Issued

Planning and Permitting

| <i>Type</i> | <i>Single Family</i> | <i>Commercial</i> | <i>Month (JAN)</i> | <i>YTD</i> |
|---------------------|----------------------|-------------------|--------------------|------------|
| New Connection | 11 | 1 | 12 | 12 |
| Repair | 22 | | 22 | 22 |
| Cap Off | 1 | | 1 | 1 |
| Coring | | | | |
| Discharge | | 1 | 1 | 1 |
| Dry Line | | | | |
| Developer Extension | | | | |
| Total: | | | 36 | 36 |

| | | | | |
|-------------------|----|---|----|----|
| Final Inspections | 24 | 3 | 27 | 27 |
|-------------------|----|---|----|----|

Utility locates

- 239 locates accomplished this month

Other

Administration

- Prepared a January Pump Run Time and Flow Report – see Attachment B

Facilities/Fleet/Equipment

- CCTV van fuel pump was replaced

Emergencies/Call-outs

- 2 standby staff call-outs – see Attachment C

Customer Service

- No reportable work activity this period

Personnel

- Staff attended a CCTV van demonstration

Maintenance and Operations

| <i>Category</i> | Month (JAN) | YTD |
|--|------------------------|------------|
| Administrative | 55 | 55 |
| CCTV Inspection | 174.5 | 174.5 |
| Emergency Response | 0 | 0 |
| Facility/Equipment/Fleet Mgt. | 69.5 | 69.5 |
| Fats, Oil and Grease (FOG) | 3 | 3 |
| Manholes | 58 | 58 |
| Pipeline (Main) | 76.5 | 76.5 |
| Pipeline (Side Sewer) | 26.5 | 26.5 |
| LS/Grinder Pumps | 129.5 | 129.5 |
| Utility Locates | 117 | 117 |
| Standby | 724 | 724 |
| Callback | 3 | 3 |
| Overtime | 0 | 0 |
| Holiday\ Vacation\ Sick\Bereavement\ Personal\Other | 58.5 | 58.5 |
| Total Hours: | 1,495 | 1,495 |

PLANNING AND PERMITTING

| <i>Category</i> | <i>Month (JAN)</i> | <i>YTD</i> |
|--|------------------------|------------|
| Pre-application | 5 | 5 |
| Wastewater Development Review | 46 | 46 |
| Field Checks | 14 | 14 |
| Developer Extensions | 14 | 14 |
| GIS/Mapping | 21 | 21 |
| Customer Service | 44 | 44 |
| Administration | 31 | 31 |
| Inspections | 49 | 49 |
| Overtime | 0 | 0 |
| Holiday\ Vacation\ Sick\Bereavement\ Personal\Other | 32 | 32 |
| Total Hours: | 256 | 256 |

Look Ahead

- Continue to refine monthly Maintenance Report

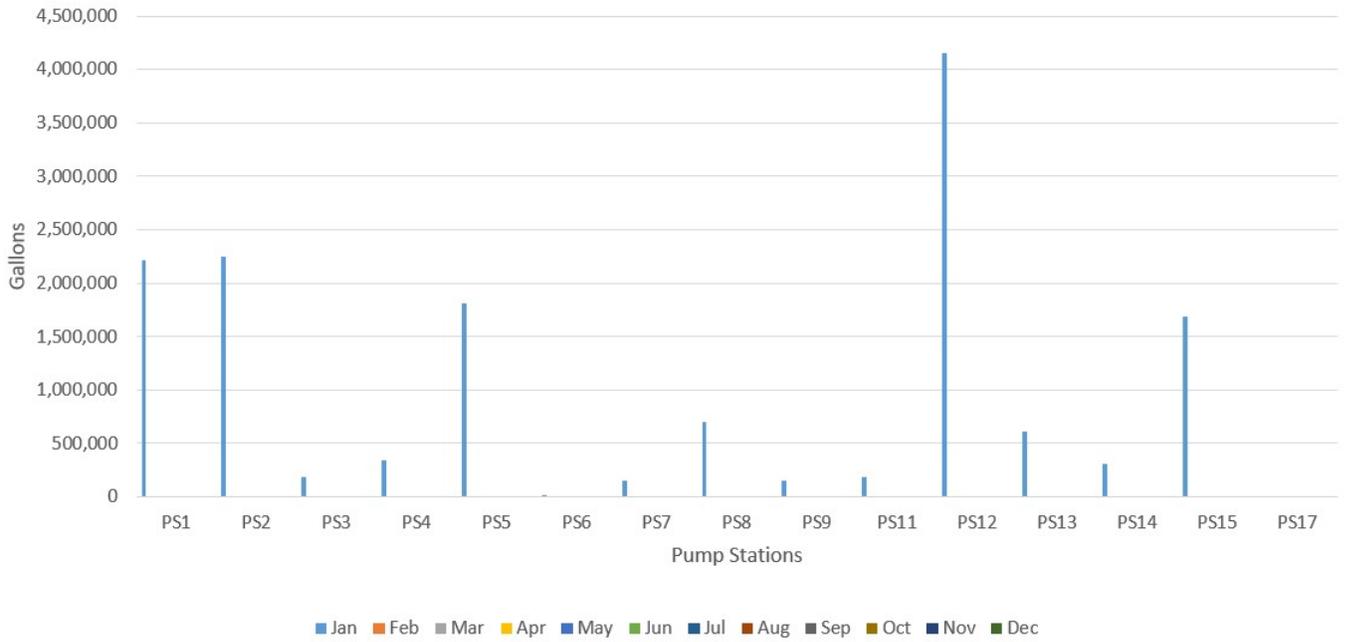
ATTACHMENT A

City of Shoreline FOG Program Report Jan-20

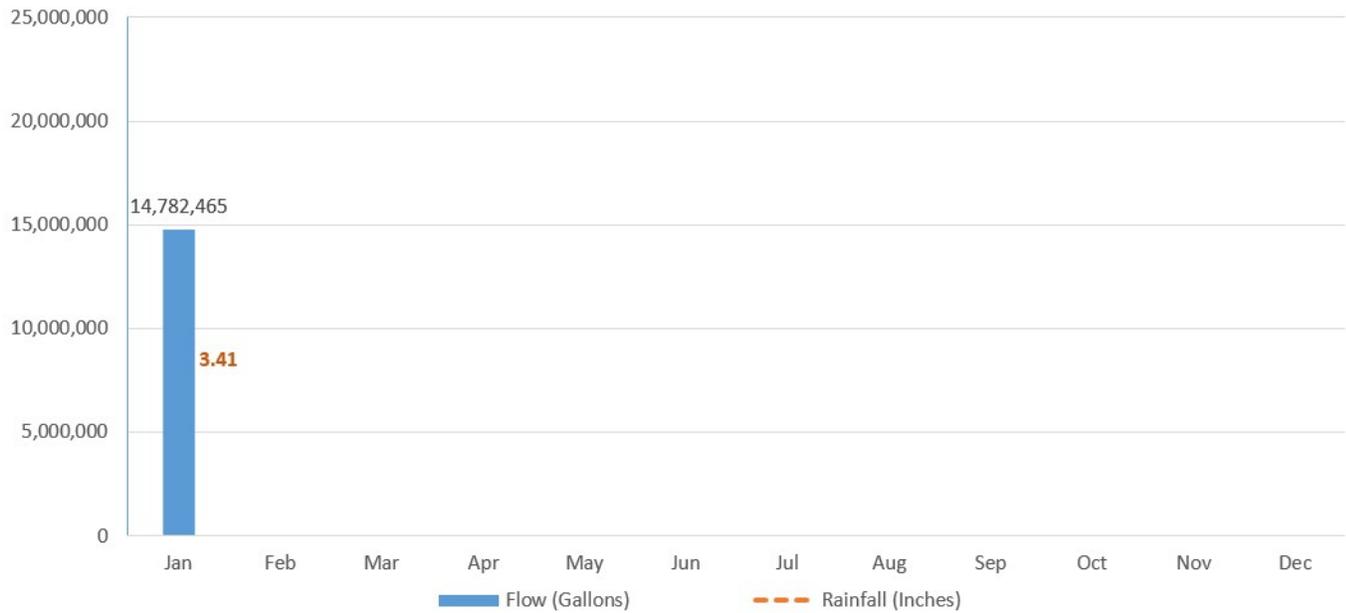
| Day | Inspections | New Account | Notice of Defect (Install Req'd) | 1st Violation | 2nd Violation (\$250.00) | 3rd Violation (\$500.00) | In Compliance |
|--------------|-------------|-------------|----------------------------------|---------------|--------------------------|--------------------------|---------------|
| 1 | | | | | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| 11 | | | | | | | |
| 12 | | | | | | | |
| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |
| 16 | | | | | | | |
| 17 | | | | | | | |
| 18 | | | | | | | |
| 19 | | | | | | | |
| 20 | | | | | | | |
| 21 | | | | | | | |
| 22 | | | | | | | |
| 23 | | | | | | | |
| 24 | | | | | | | |
| 25 | | | | | | | |
| 26 | | | | | | | |
| 27 | 2 | | | | | | 2 |
| 28 | 8 | | | 1 | | | 7 |
| 29 | 10 | | | 2 | | | 8 |
| 30 | 11 | 1 | | | | | 11 |
| 31 | 4 | | | | | | 4 |
| TOTAL | 35 | 1 | | 3 | | | 32 |

ATTACHMENT B

Monthly Pump Station Flow (Single)



2020 Monthly Pump Station Flow and Rainfall Data



ATTACHMENT C

| | | |
|---|--|---|
|  | <h3 style="margin: 0;">WORK ORDER</h3> | City of Shoreline, WA 17500 Midvale Ave N Shoreline, WA 98133 |
|---|--|---|

General:

| | | | | |
|--------------------------------|-----------------------------|-------------------------|-----------------|------------------|
| - WO No: 34189 | -WO CATEGORY: PREVENTIVE | -WO PRIORITY: Medium | -SR No.: | -SR DESCRIPTION: |
| -SUBMITTED TO: UNGER, AL | | | -STATUS: CLOSED | |
| -WO DESCRIPTION: CLEAN - ROOTS | | | | |

Location:

| |
|----------------------------|
| -GENERAL LOCATION: 14099 |
| -ADDRESS: 1533 NE 175th ST |

Information and Status:

| | |
|--|--|
| -WO REQUESTED BY: UNGER, AL | -SUPERVISOR: PETERSON, JESSE |
| -PROJECTED START DATE: 1/18/2020 4:45:00 PM | -PROJECTED FINISH DATE: 1/18/2020 4:45:00 PM |
| -ACTUAL START DATE: 1/18/2020 4:45:00 PM | -ACTUAL FINISH DATE: 1/18/2020 7:00:00 PM |
| -WO INSTRUCTIONS: side sewer backed up and needed to have vactor clear line at connection on NE 175th from their yard. | |
| -WO COMMENTS: | |

Completion:

| | |
|---------------------------------------|-----------------------------------|
| -WO CLOSED BY: UNGER, AL | -WORK COMPLETED BY: MAYO, ULRIDGE |
| -DATE WO CLOSED: 1/21/2020 8:29:22 AM | |

| | | |
|---|--|---|
|  | <h3 style="margin: 0;">WORK ORDER</h3> | City of Shoreline, WA 17500 Midvale Ave N Shoreline, WA 98133 |
|---|--|---|

General:

| | | | | |
|-------------------------------|---------------------------|-----------------------|-----------------|------------------|
| - WO No: 34360 | -WO CATEGORY: REACTIVE | -WO PRIORITY: High | -SR No.: | -SR DESCRIPTION: |
| -SUBMITTED TO: ROGERS, TAYLOR | | | -STATUS: CLOSED | |
| -WO DESCRIPTION: CLEAN | | | | |

Location:

| |
|--------------------------------------|
| -GENERAL LOCATION: 20419 12th Ave NW |
| -ADDRESS: 20419 12th Ave NW |

Information and Status:

| | |
|--|--|
| -WO REQUESTED BY: PETERSON, JESSE | -SUPERVISOR: PETERSON, JESSE |
| -PROJECTED START DATE: 1/29/2020 4:35:00 PM | -PROJECTED FINISH DATE: 1/29/2020 6:50:00 PM |
| -ACTUAL START DATE: 1/29/2020 4:35:00 PM | -ACTUAL FINISH DATE: 1/29/2020 6:50:00 PM |
| -WO INSTRUCTIONS: After hours call-out, soft blockage build-up | |
| -WO COMMENTS: | |

Completion:

| | |
|--|------------------------------------|
| -WO CLOSED BY: PETERSON, JESSE | -WORK COMPLETED BY: ROGERS, TAYLOR |
| -DATE WO CLOSED: 1/30/2020 12:09:05 PM | |