

2016 ANNUAL REPORT TO THE CITY COUNCIL

NARRATIVE DESCRIPTION OF DEPARTMENT

The Water Department has: Six full-time Employees a Utility Billing Clerk and part time receptionist doing collections and data entry at City Hall.

Name	years of service	Certificate grade and type
1. Gayle Sitzmann	28 ½ years	Grade IV Treatment / Grade IV Distribution
2. Mike Haverhals	21 years	Grade IV Treatment / Grade IV distribution
3. Rich Sudtelgte	11 ½ years	Grade III Treatment / Grade II Distribution
4. Monte Brent	3 Months	No Grade
5. Curt Allen	3 Months	No Grade
6. Scott Tillman	3 Months	No Grade
5. Angie Kneip	9 year	Utility Billing and Collections

The water department operates the City of Le Mars water system and treatment complex. Which consist of over 81 miles of underground water main, 4300 meters, 660 fire hydrants, over 1150 main line valves, 2- one million gallon elevated water tank, 1 - 1.5 million gallon underground storage tank, Over 1 million gallons in the distribution system, A 6 MGD Filtration Plant, 1 - high service pump station with a total of 4 pumps, 1 booster pump station w/ 3 pumps run in alteration, and 6 - Dakota aquifer wells.

The Water Department also handles some locates for water, and many service calls for variable reasons. Oversee Cellular companies at the Le Mars water tower, moves snow over 10 different locations in the downtown and surrounding areas, does small capital projects, replaces valves and Fire Hydrants, changes water meters, customer service work orders, assists in water main breaks and many other maintenance in house tasks at a great cost savings to the citizen's and customers of Le Mars.

Information of interest

Total metered water pumped from 6 wells for the year...	1,013,327,000 gallons
Backwashes (566) @ approx. 64,000 gallons each total	36,224,000 gallons
Backwash percentage of well water pumped	3.57%
Total metered pumped into the distribution system....	987,725,000 gallons
Average daily water pumped.....	2,707,833 gallons
Total Metered (933,030,000) Billed	917,478,000 gallons
City meters at all other departments and entities included	15,552,000 gallons
Golf Course Irrigation meter 2015 10,000,000 gal. 2016 =	0000000000 gallons
Water metered for use at the Water Treatment Complex	5,250,000 gallons
Flushing, WTP use, Bulk water sales, Fire & other....	12,250,000 gallons
Street sweeper, Sewer flushing and other bulk city uses	245,000 gallons
Bulk water sales \$1865 income \$530 expenses approximately	200,000 gallons
Leaks estimated	1,000,000 gallons
Difference between pumped and non-accountable water	35,745,000 gallons
Percentage of non-accountable	3.6 %

This is an acceptable and low percentage number in the water industry

Work Orders and Other

	2016	2015
Number of Locates Total	435	425
Water concerns	17	17
Work orders completed at Water Treatment Plant.....	1410	1394
Work orders completed for meters and customer service...	145	158
Water test done.....	6493	6489
Meter installs completed	58	62
Number of disconnect notices.....	2697	2855
Shut-off and collections	332	338
Water main Breaks fixed	6	4
Fire Hydrants repaired, moved or replaced.....	26	36
Hours of snow moved in City with 4 pieces of equip...	91	44
Supplied operators to help Public works approximate hr.'s	95	20
Hours Airport manager and Sewer Dept. used equipment...	20	20
Finals and applications done	602	612
Service taps completed.....	34	38
Service leaks	15	15
Frozen meters	1	1
Call Outs not including leaks.....	38	34
Service call with fee's	36	35

Review of water pumped monthly

	Ave. Daily Pumped	Monthly Water Pumped to System	Well Total Pumped to WTP
2016			
January	1,903,000	58,982,000	62,274,000
February	2,158,000	62,569,000	66,237,000
March	2,519,000	78,101,000	79,100,000
April	2,677,000	80,297,000	81,335,000
May	2,754,000	85,366,000	85,391,000
June	3,547,000	106,406,000	109,842,000
July	3,653,000	113,251,000	113,935,000
August	3,647,000	109,213,000	113,566,000
September	2,980,000	89,401,000	91,408,000
October	2,489,000	77,166,000	80,402,000
November	2,190,000	65,700,000	66,637,000
December	1,977,000	61,273,000	63,200,000
Total	2,707,833 ave.	987,725,000	1,013,327,000 = 36,224,000 back wash = 3.57%

Average day pumped for year = 2,707,833 up 100,000 gallons per day from 2015

Projects completed and worked on in 2016

1. Dogwood addition main and services installed 38 lots
2. Crescent Ridge water main and 6 services installed
3. 13 private service leaks known about in town helped on several with contractors to fix.
4. City crew installed with Mousers boring 6th avenue and 8th street SW Dairy Queen to old CSS building and to P's Pizza on 8th Avenue SW
5. KNS 2nd addition 16 lots
6. 16th Ave to By-Pass 12" main installed to 300 ft. west of Lake Ave.
7. 5th Avenue SW a little more than 1/2 completed. Plymouth to 4th Street SW 8 inch main completed with services. Punch list left.
8. 6 water main breaks.
9. Worked with several contractors shutting down, line stopping, tapping, draining, dig up to locate and get elevations, moved and change water mains to accommodate for new and future utilities and services.
10. Completed all required tests for DNR
11. Well & HSP tests done by Sargent Well Co.
12. Pulled and rehabilitated 3 HSP, two completed and one of them to be put back in service soon. Also changed two of the check valves in front of pumps.
13. Spring and fall flushing completed.
14. Completed Hydrant maintenance.
15. Installed new 8" Check valve # 1 HSP



Completed many more tasks as some mentioned in Quarterly Reports

Water main considerations and work to be done in 2017

1. More backflow awareness, compliance, testing and checks along with compiling information on computer program.
2. Continue on valve turning program and hydrant maintenance.
3. Work with developers and contractors on codes and water issues.
4. Monitor and adjust parameters on SCADA. Booster generator controls completed. (Caldwell, Rice Lake)
5. Spring and Fall flushing.
6. Water main upgrades, repair and connect small mains into larger ones with valves.
7. Continue to work with contractors on water main projects as they come up.
8. Finish 2" water service to ball diamond building once new water main installed.
9. Water main projects in the 5 year plan some as below.
10. Water looping from Lincoln & 18th SW across to West side of Business 75 by walking trail
11. Re-route 8 inch main by Mc Donald's to Blue Diamond
12. Loop 1st avenue to Lincoln SE
13. 9th Ave SW to east side of driveway of ball fields on Hwy 3 (**part done** tie in west of driveway, under river and tie in to existing for looping purposes).
14. Vander Pol to finish 8 inch main to replace 4 blocks of main on 5th Ave NW
15. Bid out maintenance on old tower. Have work done early spring.
16. 12 inch main south of 24th street on Industrial Rd. SW.
17. 3rd Addition for KNS on 6th Ave SW.
18. Work on several projects as they pertain to the Community Betterment Projects.

All Federal EPA and State DNR requirements and tests for the City of Le Mars, have been met or surpassed with no violations.

2017 CIP sheet attached:

