



Date: March 18, 2025

To: City of Maple Plain

From: Dylan Hoflock, Operator

O & M Report: February 2025

Maple Plain Operations & Maintenance

- There was a total of seventeen locates within the city of Maple Plain in the month of February.
- Exercised emergency backup generators at the Water Treatment Facility and the Lift Station, along with alarm dialers to make sure that the components are operating properly when needed.
- Performed monthly preventative maintenance on the Water Treatment Plant and Public Works equipment.
- Performed valve exercising.
- Completed all right of way and water/sewer inspections for the city.
- Performed final reads of all utility changes for properties changing billing.
- Reset the electric city signs as needed.
- Completed the monthly fluoride report as required by the MN Dept of Health.
- Collected and submitted two water samples to be tested for bacteria by a certified lab as required by the MN Dept of Health. (none found)
- Performed backwashing and daily testing of the water for the residuals of chlorine, fluoride, iron, and manganese of the water produced at the Water Treatment Facility.
- Completed monthly expense report and weekly coding of the city's invoices with the Yooz program.
- Performed monthly preventative maintenance on the lift station, which includes drawing down of contents, cleaning floats and level transducer if needed, inspecting how much grease and if any debris has built up in the lift station.



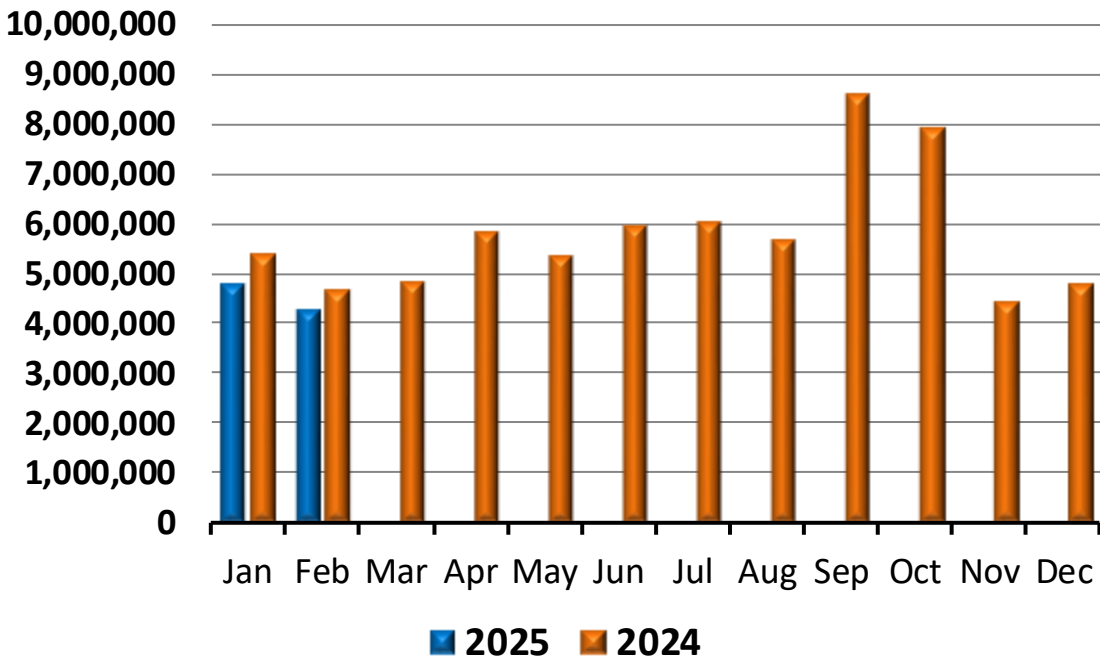
- Raised and lowered flags at the parks as needed.
- Performed daily cleaning of the Rainbow Park and Veterans Pak restrooms.
- Attended bi-weekly city staff meetings.
- Performed daily rounds of inspecting the Water Treatment Facility, public works building, the parks and city hall.
- Mixed Chemicals at the Water Treatment Plant as needed to ensure proper chemical feed into the water treatment process.
- Continuing efforts of editing and documenting on GIS maps of Maple Plain's utilities.
- Completed the monthly street light inspections.
- Adjusted American flags as needed.
- Loaded trucks with salt for Snow Pros.
- Assembled new office chairs for city hall.
- Used the fire department's new trailer to pick up the Toolkat from Lano equipment (\$500 savings from before when we did not have access to a trailer) to get a warranty valve replaced.
- Completed the annual Water Use report as required by the MN DNR.
- Attended the West Hennepin Public Safety interviews for their new Director.
- Installed shelving in the city hall storage room.
- Completed scrapping and repainting the interior of well house #3 as recommended by the MN Dept of Health in our last 18-month sanitary survey.
- Completed the annual Water Conservation Report as required by the MN DNR.
- Repaired the throttle for the snowblower at Rainbow Park that is used by the volunteers to clear the snow of the ice rink.
- Completed a snow removal inspection to help with the new snowplow drivers for Snow Pros.
- Meet with Brad Couser on new training area for the Fire Dept on confined space.
- Turned in sewer jetting and televising quotes for 2025. We turned in quotes last year and got pushed back a year for budgeting purposes, if they do not get approved this year the city would



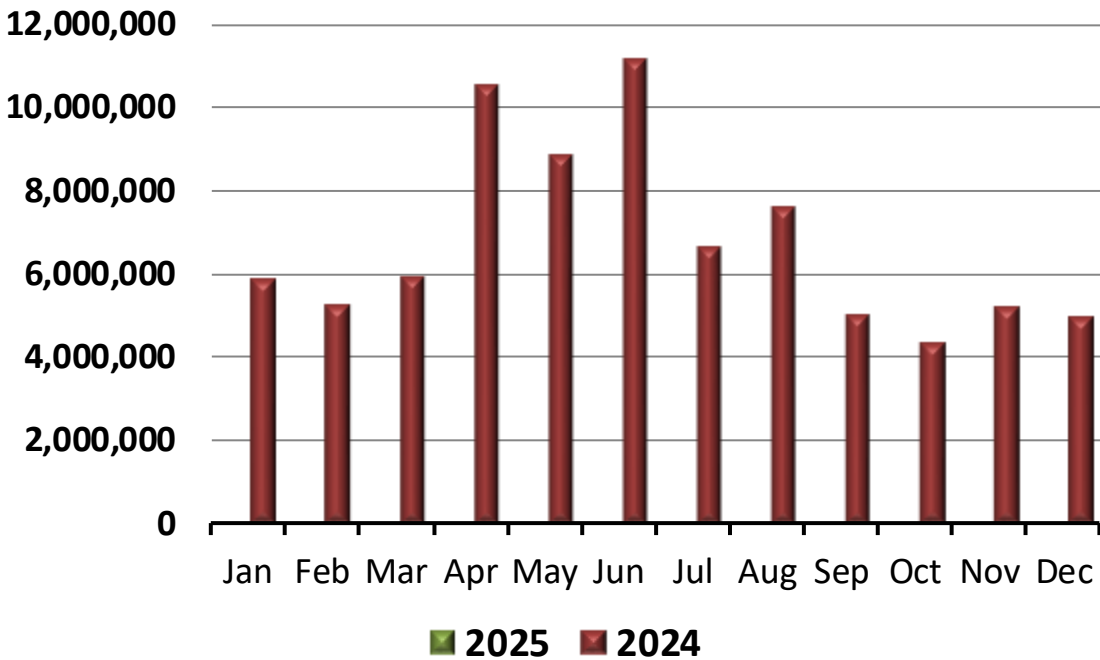
be liable for any sewer backups on the North side of town with being over five years since it was last cleaned.

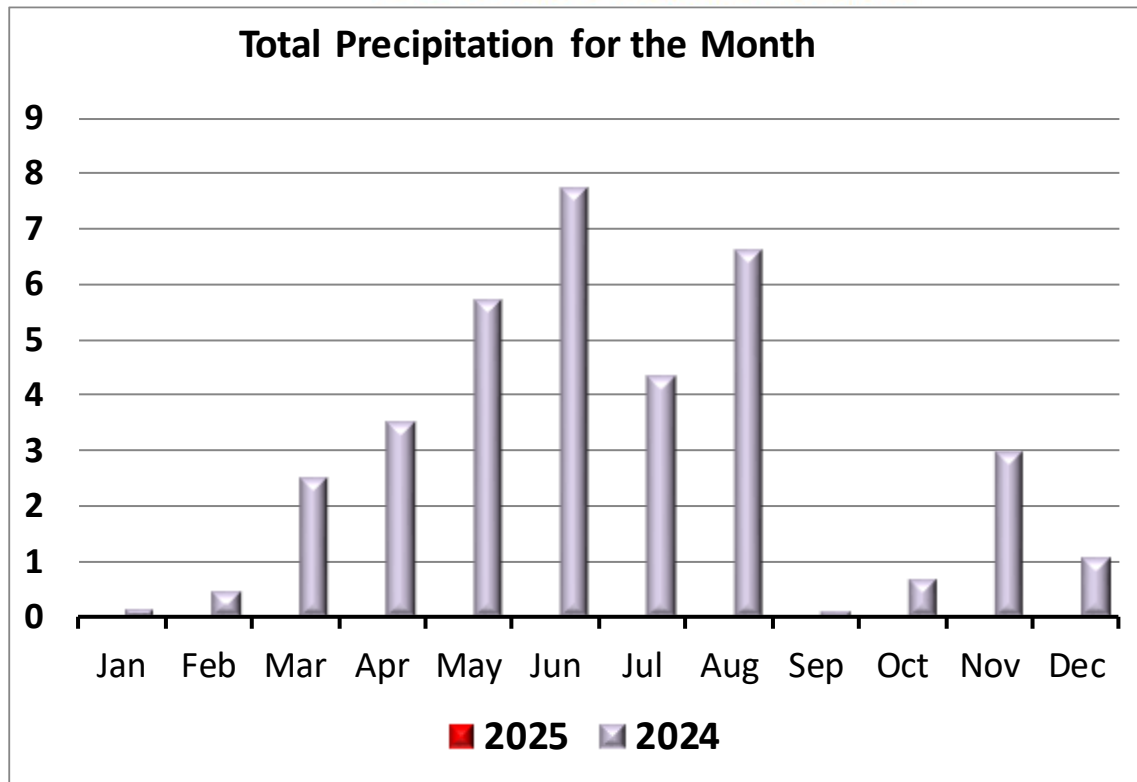
- Organized and discarded all sewer televising tapes over 20 years old.
- Streetlights added to our GIS mapping program Diamond Maps.
- Worked with Total Control and Jimmy to unlock SCADA computer.
- Xcel Energy replaced the electrical meter at the water treatment plant.
- Trained in David Medina and Tom Goepfert in on Maple Plain operations and security expectations to fill in when I am gone.
- Completed a water quality inspection for 5935. (no issue- water softener problem)
- Repaired the oil pump in our pole saw.
- Pre Con meeting for water tower equipment removal.
- Completed water tower ice buildup inspection recommended by Bolton & Menk. (all good)
- Attended the Minnesota Rural Water operator training to obtain CEUs for my water treatment certification.
- Completed a sewer inspection for Herc U Lift. (no issue- cleaning solution spill)
- Removed the sander from the Mack truck.
- Replaced damaged lockbox on the water tower.
- 4Front Energy replaced the electric furnace at Rainbow Park.
- Meeting at the water tower for Zayo equipment issues.
- Meet with RC electric at Veterans Park for potential power to be supplied at the batting cage.

Total Water Pumped - In Gallons



Total WasteWater to MetCouncil





		February-25	January-25	February-24
Water	Units			
Average Daily Pumped	gallons	153,179	155,194	161,896
Maximum Daily Pumped	gallons	303,000	289,000	264,000
Total Monthly Pumped	gallons	4,289,000	4,811,000	4,695,000
Well #1 Pumped	gallons	0	0	0
Well #1 Average Pumped	gallons	0	0	0
Well #3 Pumped	gallons	1,730,000	2,345,000	1,236,000
Well #3 Average Pumped	gallons	61,786	75,645	42,621
Well #4 Pumped	gallons	2,018,000	2,119,000	3,008,000
Well #4 Average Pumped	gallons	72,071	68,355	103,724
Fluoride used	gallons	3.80	6.00	10.40
Fluoride Average used	gallons	0.13	0.19	0.36
Poly Phosphate used	pounds	7.10	6.40	4.30
Poly Phosphate Average used	pounds	0.25	0.21	0.15
Chlorine used	pounds	161.20	152.20	80.90
Chlorine Average used	pounds	5.76	4.91	2.79
HMO used	gallons	128.50	149.40	58.50
HMO Average used	gallons	4.59	4.82	2.02
Potassium Permanganate used	gallons	127.30	138.60	133.60
Wastewater				
Effluent Flow				
Maximum Daily Pumped Wastewater	gallons	0	0	251,572
Average Daily Pumped Wastewater	gallons	0	0	181,385
Lift Station Effluent to Met Council	gallons	0	0	5,260,170
Precipitation Monthly Total	Inches	0	0	0
Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Chemical Budget	\$11,780.00	\$7,591.00	64%	58%
Maintenance Budget	\$6,330.00	\$4,757.00	75%	58%
Total	\$18,110.00	\$12,348.00	68%	58%