



Date: May 21, 2025

To: City of Maple Plain

From: Dylan Hoflock, Operator

O & M Report: April 2025

Maple Plain Operations & Maintenance

- There was a total of 58 locates within the city of Maple Plain in the month of April.
- 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 a street light inspection.
- Cleared out culverts for Pioneer Creek.
- Dragged the baseball fields at Rainbow Park weekly.
- Sprayed weeds in city parks and right of ways as needed.
- Peopleservice completed an annual safety meeting of the water treatment plant and public works facility.
- Attended a water operator training put on by the Minnesota Rural Water Association.
- Completed grass restoration from a water shut down for 5079 Main St E.
- Completed a water shut down for 4965 Main St E to replace a leaking curb stop. (Valley Rich replaced the curb stop for the city)
- Completed quarterly water meter reads for utility billing.
- Clean up on the intersection of Hwy 12 and Oak St from a traffic accident. (contacted MNdot to replace sign)
- There was a sewer back up on Joyce St right next to MH65, American Environmental sent a vacuor truck to help with blockage, the issue was resolved before any damage to homes occurred.
- Replaced 3 of the 4 Aquaflush mechanisms for the Rainbow Park bathrooms.
- Installed the water meter and turned the water on for Spikes and Houles garden center.
- Repaired the water service line for the irrigation at Meadows Park.
- Called in locates for all the stump grindings and for Party in the Park signs.

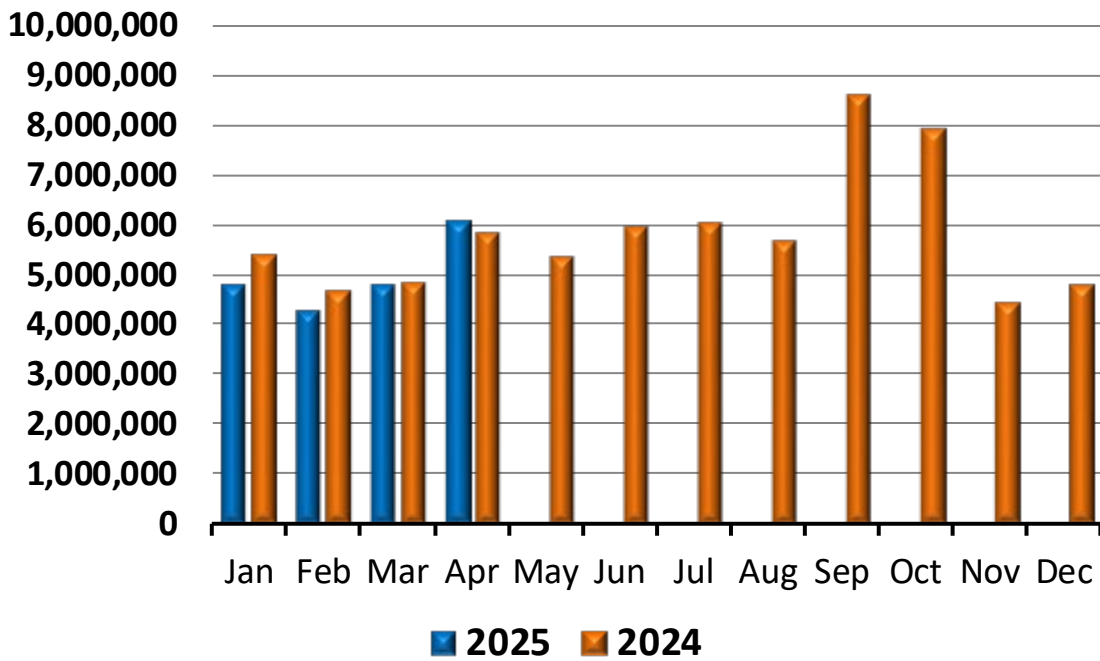


- Installed new water meters for Don Timpe Field irrigation and Veterans Park bathrooms and turned water on. (Jesse Tougtes Plumbing had to do some work to get the new meter to fit for Don Timpe Field)
- Worked on restoration of the public works parking lot from snowplow damages.
- Collect and Submitted the quarterly water quality parameters samples as required by the Dept of Health.
- Completed a water meter investigation for 1644 Howard. (no issues)
- Don Timpe Field prep for Orno High School Baseball team. (replaced lighting in dugouts due to vandals)
- Installed the water meter and turned the water on for Meadows Park.
- Removed the front plow and wing plow from the Mack Truck and the front plow from the F-350.
- Completed the irrigation start ups for Don Timpe Field and Meadows Park. (one irrigation head for Don Timpe Field needs to be replaced)
- Completed a water meter investigation for Spikes and Houles. (replaced frost plate on water meter)
- Completed the biannual hydrant flushing for the city.
- Updated water sampling site plan for the Dept of Health upon request.
- Replaced water meter with cellular endpoint for 4869 Independence St.
- Cleaned up edging waste from Don Timpe Field Volunteers.
- Removed the spring road restriction signs.
- Completed road restoration on Main St E from snowplow damage.
- Called in locates for all sign repairs/replacements.
- Removed the old planters from the Veterans Park entrance.
- Completed inspection of manhole #29 as it has been caving in due to eroding riser rings. (the damage is accelerating and will not last until next cip project)
- 3 T Repair repaired the Tractor Backhoe tire as the tube stem snapped off when pushing back the compost pile at public works.

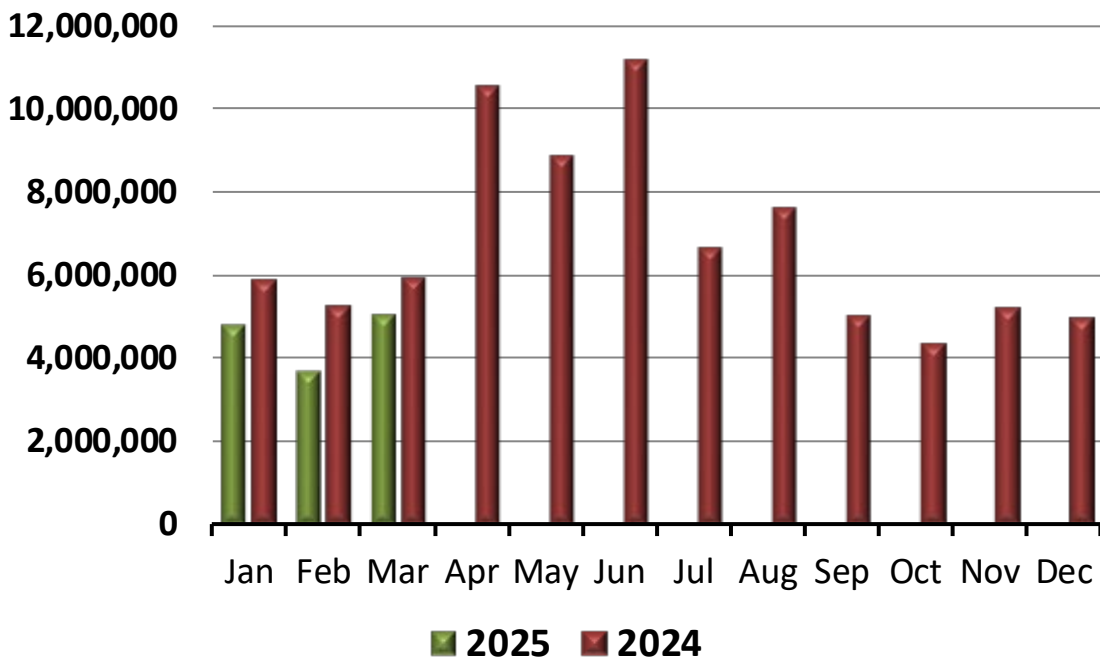


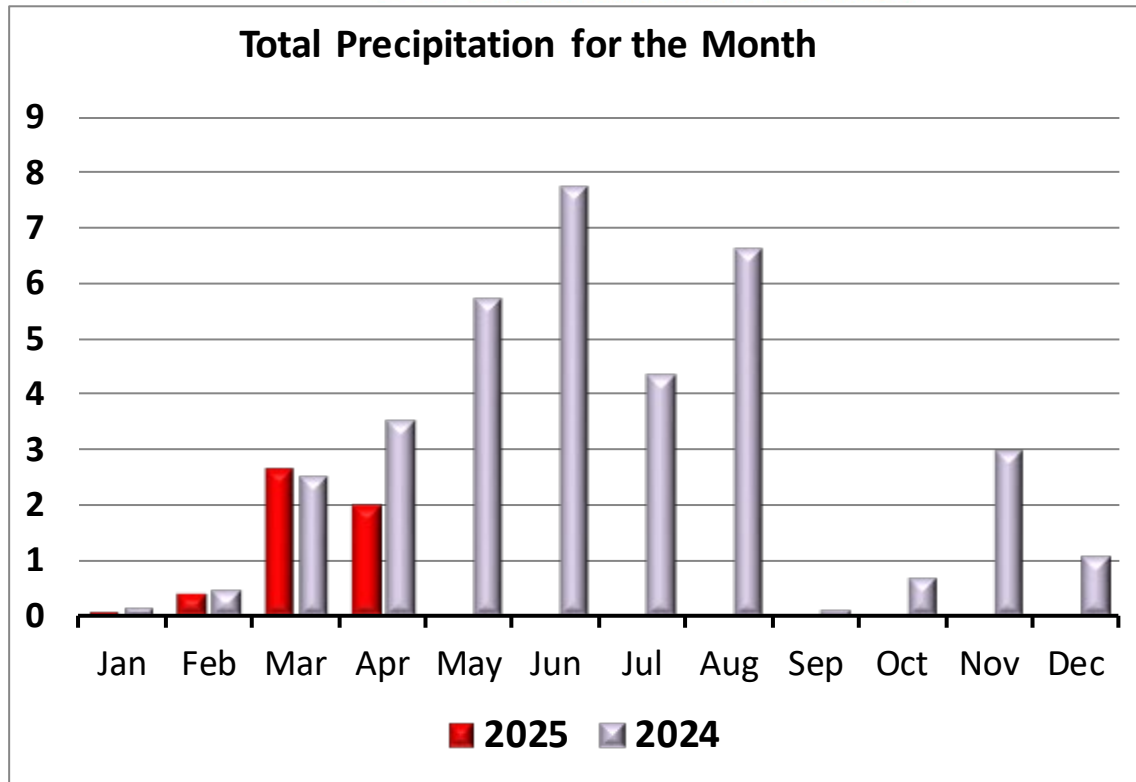
- Spring clean up of the parks sidewalks, trails and shelters.
- Insulated the wall between the bathrooms at Rainbow Park.
- Brush clean up at Veterans Park, Bryantwood Park and Rainbow Park.
- Removed and replaced the toilet in the men's restroom at Rainbow Park.
- Completed a water meter changeout for Little Munchkins. (old meter was losing battery life)
- Removed the Orno baseball signs that were installed at Don Timpe Field by the team as directed by the administrator.
- Removed and installed new bulletin boards at Veterans Park and Rainbow Park.
- Completed driving safety courses as required by Peopleservice.
- Attended the council meeting on April 29th to give my quarterly staff report to the council.
- Metcouncil completed a 24 month site visit to the water treatment plant to inspect reclaim tank and update wastewater plan.
- Sta-Safe locksmith rekeyed all the locks for the parks.

Total Water Pumped - In Gallons



Total WasteWater to MetCouncil







Average Daily Pumped Wastewater	gallons	152,531	129,564	160,723
Lift Station Effluent to Met Council	gallons	4,728,466	3,627,790	4,982,429
Precipitation Monthly Total	Inches	0	0	3
Effluent Group				
Contract True-Ups - Current Contract Year		Aug-24	Sep-24	Oct-24
Chemical Budget		\$ 2,485.00	\$ 1,341.00	\$ 764.00
Maintenance Budget		\$ 64.00	\$ 840.00	\$ 1,428.00
Total		\$ 2,549.00	\$ 2,181.00	\$ 2,192.00
Contract Group				

		This Month	Last Month	Same Month Last Year	

		March-25	February-25	March-24
Water	Units			
Average Daily Pumped	gallons	155,226	153,179	155,935
Maximum Daily Pumped	gallons	268,000	303,000	205,000
Total Monthly Pumped	gallons	4,812,000	4,289,000	4,834,000
Well #1 Pumped	gallons	0	0	0
Well #1 Average Pumped	gallons	0	0	0
Well #3 Pumped	gallons	1,447,000	1,730,000	2,130,000
Well #3 Average Pumped	gallons	46,677	61,786	68,710
Well #4 Pumped	gallons	2,804,000	2,018,000	2,096,000
Well #4 Average Pumped	gallons	90,452	72,071	67,613
Fluoride used	gallons	4.50	3.80	11.00
Fluoride Average used	gallons	0.14	0.13	0.35
Poly Phosphate used	pounds	7.20	7.10	6.40
Poly Phosphate Average used	pounds	0.23	0.25	0.21

