

Work Report

1/23/2026 – 3/27/2026

December 1st Water department completed work orders. Read all bulk meters used by customers. Checked a meter on lone oak in meadows for a leak. Organized brass and supplies on truck and at the shop.

December 2nd Water department completed work orders. Crew started excavating and vac for water line and meter setter to install new service line from 2" bore under road.

December 3rd Water department completed work orders. Crews started repairing water leak on farm rd. 101.

December 4th Water department completed work orders, started water meter reading. Finished cleanup of equipment and materials from leak on farm rd 101.

December 5th Water department completed work orders. Finished reading meters.

December 8th Crews responded to a sewer leak from LS 94. After hours of excavation and repair with 2 14" hymax couplers and 20+ feet of pipe. Repairs were completed satisfactory.

December 9th Water department completed work orders excavated a leak on dogwood. Spread sand from force main blowout from LS 94 approximately 6 ton of sand was spread around repair and ditch for contamination.

December 10th Water department completed work orders and concrete valves. Washed mini excavator and trailer and all tools from sewer leak on LS 94

December 11th Water department completed work orders and reread. Some cred members attended water class for license hours. Cleaned trucks and organized all water supplies and tools.

December 12th Water department completed work orders. Crew responded to a leak on dogwood. After locating was completed started excavation to find water leak under road. Spliced and repaired ERT on 97 & 266.

December 15th Water department completed work orders. Began excavating for dogwood leak. Exposed gas, fiber for Grier dirt works to bore 2" casing. Exposed meter setters and tie in spots.

December 16th Water department completed work orders. Shot 2" bore on dogwood for repair on 2 customers water service supply under road. Work was completed at 4pm and water was restored.

December 17th Water department completed work orders. Dug up and repaired pit on Lester. Fixed no reads and painted lines for meter and valves in meadows.

December 18th Water department completed work orders. Completed low pressure report for DNR and special samples. Data input on water maps on diamond maps.

December 19th Water department completed work orders. Painted lines marking valves and meters in meadows. Fixed no reads.

December 22nd Water department completed work orders finished fixing no reads. Found and exposed meter on 103. Worked on organizing dirt and rock stockpiles at lagoons. Started working and building road for back of lagoons dump site.

December 23rd Water department completed work orders. Installed culvert at lagoons back road. Continued building road up for dump site at lagoons.

December 24th Water department completed work orders. Flushed EE and raised ERTS. Worked at lagoons building road to dump site at the lagoons.

(Half Day)

December 26th Water department completed work orders and painted floors. Painted lines marking valves and meters. Completed stripping clean topsoil for dirt stockpile.

December 29th Water department completed work orders and dug out hydrant on Jackson. Continued cleaning up and pushing off dump site at lagoons.

December 30th Water department completed work orders and dug on valve boxes.

December 31st Water department completed work orders and repaired leak on Jackson and Perryman.

January 2nd Water department completed work orders dug up valve box on miller. Picked up valve lids and painted meter valve and meter lines. Took samples

January 5th Water department completed work orders. Finished meter reads and obtained info on bad and non-working fire hydrants.

January 6th Water department completed work orders. Helped streets concrete on arrowhead. Started excavation for AB 6" upgrade and lowering.

January 7th Water department completed work orders and completed turn offs. Completed AB water line project. Took water samples and low-pressure report for DNR.

January 8th Water department completed work orders and turn Ons. Checked meter on miller.

January 9th Water department completed work orders. Helped put rail up on Jackson St. Concreted valves on farm rd. 101 Installed a locking lid on meter on Farm rd. 104

January 12th Water department completed work orders. Worked on 2" meter upgrade and install by willard middle school.

January 13th Water department completed work orders and started re reads. Started excavation on 6" water line project for lowering.

January 14th Water department completed work orders and picked up parts from winwater. finished exposing water line in drainage ditch on Southview and main.

January 15th Water department completed 6" water line project in drainage ditch on main st all work completed too satisfactory. Checked meter for a leak and acquired special samples for low pressure report.

January 16th Water department completed work orders cleaned water supply room and truck. Made dead end flush list. Cleaned up and backfilled 6" water line project in drainage ditch.

January 19th Mini excavator & all buckets and equipment brought back to shop for maintenance.

January 20th Water department completed work orders and took water samples.

January 21st Water department completed work orders. Turned 1 meter off and installed foam insulation in meter pits and continued daily maintenance.

January 22nd Water department completed work orders. Counted water supplies for inventory.

January 23rd Finished winter prep on all equipment for the first snowstorm. Helped streets pretreat tier 1 roads and intersections.

January 24th Storm work (streets plowed and salt tier 1,2,3)

January 25th Storm work (streets plowed and salt tier 1,2,3)

January 26th Water department completed work orders. Repaired frozen meter on long dr. Fixed mailbox on willow ridge. Final snow removal on tier 1,2,3 lists. And final salt disbursement on roadways is needed.

January 27th Maintenance Mini Excavator & organize and clean service truck.

January 28th Called around to diagnose F750 Dump for PTO issues while driving. F 750 dump taken to ford in republic for diagnostics and possible computer work. Water department worked on work orders and moved cabinets to city hall.

January 29th Input data for quarterly work report from November to January complete. Update streets work service orders for completed water projects and leaks. Water department worked on radios for readers. Found valve by CMH and ordered water parts.

January 30th Input more data for work report. Took cat skid steer to Caterpillar for warranty repairs. Water department completed work orders and helped at shop mounting crane.

February 2nd Worked on service truck installing crane. Water department completed all work orders and daily maintenance.

February 3rd Worked on service truck installing air compressor and welder generator. Water department completed all work orders and daily maintenance. Paint and marked valves and meters in willard.

February 4th Water department worked on meter reads and work orders.

February 9th Water department did work orders, dug up hydrant on honeysuckle

February 10th Dug up sewer line on deer run for no reason there was no pipe failure. Water department took samples, completed work order and helped work at city hall. Set bulk meter broke down hydrant at shop for parts.

February 11th Water department completed work orders fixed reads and worked at city hall helping streets.

February 12th Leak on farm rd. 88 & AB Highway water department continued work orders. Special samples low pressure report to DNR and flushed Sedona and Finch.

February 13th Water department completed work orders Flushed in Hoffman hills replaced broken meter on Farm Rd 93

February 16th Picked up CAT and ford dump truck from dealership for repairs done

February 18th Dug up 2nd failed fire hydrant in meadows subdivision shut line down installed new hydrant valve T and service line tap that was hit upon excavation. Water also worked on shut offs

February 19th Water department completed work orders. Removed fire Hydrant in meadows subdivision that was no longer needed by the retention ponds. Did some dirt work by other hydrant install and valve install on Honeysuckle way. Water department continued further routine work orders and maintenance. Water also worked on turn ons.

February 23rd Water department completed work orders. Cleaned up dirt work on Honeysuckle and finished backfilling. Water crew worked with streets in the morning then did work orders for city hall.

February 24th Water department worked on tower water tap with dig wise exposing line for tap for draining tower. Also exposing valve cluster on main and Barwick for future install. Ordering parts for projects planned and stock. Input data on diamond maps. Water crew helped streets from sidewalk. Picked up parts for valve replacement on barwick.

February 25th Worked on ford crane truck clearing fuel injectors and installing new battery. Set sewer team up for valve cover replacement on motor. Water department measured OD of tower at well one willard proper for tapping saddle order size. And worked on routine work orders and maintenance. Maintenance mini excavator installed new fuel filters and greased.

February 26th Helped streets on sidewalk project by city hall. Worked on Southview drainage with streets. Put locates in for hydrant removal behind main street feed. Water Department worked on orders and breaking down pulled hydrants for parts list.

February 27th Dropped mini and Cat skid steer off for streets on Southview project. Worked with streets grading ditch for fall and sloping dirt for final finish left at noon. Water department did routine work orders and maintenance and helped repair track on mini excavator.

March 2nd Water department completed work orders and turned on meters. Helped streets pick up dumped trash off 103 by the quarry. Worked with water department exposing fire hydrant for removal behind main street feed.

March 3rd Finished exposing fire hydrant at main street feed for removal. Shut water main feed for all of farm rd. 89 south with proper notices ahead for customers. Removed hydrant and finished our repair to completion and backfilled. Water crew completed special samples and low-pressure report for DNR. Put locates in for leaks on Lynn and 102 Emily.

March 4th Water department worked on meter reads and work orders. Crew responded to check pressure on sunset and turned on 1 meter. Worked on quarterly report and data input history on diamond maps.

March 5th Water department completed work orders and finished meter reads, checked meter at church. Crew checked customers for a leak and broke down fire hydrants at shop for rebuilds.

March 6th Water department completed work orders and fixed no reads. Crew worked at city hall with streets department.

March 9th Water department completed work orders and routine maintenance. Crew repaired water leaks on 200 Lynn Dr and 102 Emily LN. Repaired both service lines to satisfactory.

March 10th Water department completed work orders. Helped streets install culvert for well 1 driveway. Crew completed fire hydrant installation on honeysuckle way and completed water samples and low-pressure report for DNR.

March 11th Water department completed work orders re reads, fixed no read meters. Turned 103 south view meter off. Maintenance mini excavator greased and washed.

March 12th Water department completed work orders and took repeat samples. Did inventory on all water parts at shop and tower. Checked on leak on Excalibur st.

March 13th Water department completed work orders, fixed no read meters. Repaired leak on Excalibur. Turned on meters and helped streets with concrete.

March 16th Water department completed work orders picked up galvanized for flush hydrants. Crew worked at city hall.

March 17th Water department completed work orders. Water crew helped at city hall with streets. Checked fire hydrant in meadow dr. Looked for valve on arrowhead.

March 18th Water department completed work orders and replaced water meters. Crew built 2" valve cluster on Excavated at well 1 in willard for 4" tap for drain flush install. Excavated Barwick Plc to remove fire hydrant that was replaced and abandoned.

