

# Monthly Client Report for Higgins Lake Utility Authority

**April 2017**

To: Mr. Paul Tetro, Higgins Lake Utility Authority Business Manager  
From: Michael Stanaway, Operations & Maintenance Specialist, Wade Trim Operations  
Date: May 1, 2017  
Subject: Monthly Report for April 2017

In order to provide the Higgins Lake Utility Authority (HLUA) with a summary of our activities for the month, Wade Trim Operations Services has prepared this report for your review. We welcome any suggestions to improve the information contained in these reports. Please contact us if you believe this report contains errors, or if you have any questions about it.

## Flow and Utility Statistics

Parameters	2016	2017	Difference
1st-7th flow	26,390	32,900	+6,510
8th-14th flow	28,860	32,970	+4,110
15th-21st flow	35,650	37,770	+2,130
22nd-31st flow	62,700	56,670	-6,030
Minimum Weekly flow	26,390	32,900	+6,510
Maximum Weekly flow	62,700	56,670	-6,030
Monthly influent total	153,600	160,310	+7,290

## W.W.T.F. Performance

Parameters	Influent	Effluent	Difference
2016 yearly totals	3,129,900	3,686,677	-556,777
2017 year to date totals	520,830	256,758	+203,928
April Totals	160,310	256,758	-76,448

## Monitor Well Status

- Next Quarterly monitoring well sampling is scheduled to be performed in May 2017.

## Monthly E-one Activity Summary

- Wade Trim received 11 E-One service requests and responded as needed during the month of March. HLUA's spare pump status, 7 repaired and tested, 4 awaiting repair.

## Monthly Miss Dig Activity Summary

- Wade Trim responded to fourteen (14) Miss Digs utility location requests, eight (8) completed markings, one (1) duplicate request. All requests were closed using the positive response system as required.

## Strategic Planning

- Replacement of field 2 & 3 Flow Meter electronics. Last month's power failure is believed to be the cause of the circuit board failure. The parts to repair the meters have been ordered (as approved).

## Maintenance

- Aeration units have been installed in ponds 1 & 2.
- Irrigation system has been reassembled.
- Effluent pumps are reinstalled and are operational.
- Confined space entry was made to investigate effluent flow meter problems.

## Cummins Backup Generator

- Monthly and weekly inspections and required maintenance activities were completed.

## Super Z Lawn Mower-

- Manufacturer's recommended annual maintenance has been completed.

## Considerations

- none

## Other Noteworthy Events or Activities

- Effluent Pump 2 & 3 project has been completed on schedule and within budget. Invoice will be submitted to the authority for review and payment approval soon.
- Last month's power failure has caused several service calls due to control panel circuit breakers being tripped.
- Effluent discharge will continue using field 3 while field 1 & 2 flow meters await repair.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Michael Stanaway'.

Michael Stanaway  
Operations & Maintenance Specialist  
Wade Trim Operations Services (WTOS)

cc: Ken Schaut, Senior Project Manager, WTOS  
Project File