



## Monthly Activity Report

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**TO:** Mayor and Council

**FROM:** Melvin Strand- Foreman of Public Works

**DATE:** January 10, 2022

**RE:** **Monthly Activity Report – January 2022**

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### **DECEMBER ACTIVITIES:**

#### **Water Treatment and Distribution:**

- WSA inspection
- Driplines starting
- Derek Melsted supervising all numbers at plant, giving direction where required
- Assembling of data sheets started for annual report
- New hire Lorne Melsted started and is in training for future on call shifts
- South Bray valve to be replaced in January

#### **Wastewater Treatment and Collection:**

- Lagoon road cleared several times already, will need more cleaning in the new year
- A couple of calls in for Kennedy Lift Station blockages. Customer education suggested
- A controlled burn permit was called in for brush pile. Permit expired January 7, 2021, will push what is left back into a pile to burn next winter with new

#### **Outside Services:**

- Contractor snow removal contracts renewed
  - Roadway Snow Removal ongoing as per snow removal plan
  - Sidewalk clearing as per snow removal plan
  - Museum snow clearing, ongoing
  - Helping Parks and Recreation with Outdoor rink installation
  - Borrowing freeze machine from Wynyard to do a freeze at Red Apple (target Jan. 11, 2022)
  - Had 3 busses along Highway 35 removed by Bailey Boys Towing (last bus December 15, 2022)
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**Facilities:**

- Recreation Center:
  - Coordinating handing over to Caitlin
- Public works Shop:
  - overhead door ordered- awaiting contractor
- Storage compound:
  - New gate installation with pin pad lock. Lock is awaiting install for new year to accompany policy
- Office:
  - Painting of rest of office still to be scheduled
- Wadena Aquatic Center:
  - Spring thaw commence installing liner

**Other:**

- Training:
  - One employee attended Wastewater Treatment Training December 13 to 17, 2021

**PRIORITIES FOR January 2022**

- Training workers on Powered Mobile Equipment & Fall Protection Awareness
- DR/890 Colorimeter going for recalibration when loaner arrives
- 2022 Budget
- Study Mat leave plan hand-over

**REQUEST FOR ACTION/DIRECTION/CLARIFICATION**

- Loader repair and future direction, quotes on lease, new, used
- Truck 11 Repair/Our workers or GM
- Tool cat Refurbish or replace
- Snow being put onto streets by contractors and homeowners, ticket?
- Impassable roads at lagoon hamper some sample taking, suggest a snowmobile