

## ADDENDUM #2

### CONTRACT WATER AND WASTEWATER OPERATIONS

ADDENDUM #2  
5 FEBRUARY 2019  
NUMBER OF PAGES: 2

#### NOTICE:

This addendum is issued to modify, explain or correct the original drawings, specifications and/or previous addenda and is hereby made part of the Request for Proposals issued on 11<sup>th</sup> January 2019.

**Please attach this Addendum to the specifications in your possession and note receipt of the Addendum on the first page of your bid.**

#### REQUEST FOR QUALIFICATIONS DOCUMENT AMENDMENTS

1. In response to various enquiries, we are providing the following information:
2. The tour of the wastewater treatment plant is planned for 10:00 a.m., Tuesday, February 12. The tour will begin at the administration building at the treatment plant. Parking is available at the site. The location of the plant is 1989 East Cross Road. Please email Andy Lewis at [alewis@cityofgalena.org](mailto:alewis@cityofgalena.org) to RSVP, including the names and titles of those expected to attend. Please dress appropriately to walk outside between facilities.
3. Please note 'Operator 1 – No certifications' was inadvertently omitted from the list of current positions included in Addendum 1. There are five current positions.
4. The RFQ states that proposals are limited to fifty pages. This does not include appendices, which have no limit.
5. The Proposal Format list found on page 4 of the RFQ is amended to read as follows:
  1. Executive Summary
  2. General Information
  3. Personnel
  4. Plan of Operations
  5. Insurance
  6. Project Cost
  7. Innovative Approach
  8. Sample Contract
6. The City of Galena is the permit holder for land application of biosolids.
7. Approximately 99% of our water meters have radio read capability.
8. We cannot confirm that existing staff will be available for hire by a new company. However, the city has no objection to rehiring the staff.
9. The O&M company is responsible for repairs to watermain breaks and sewer collection system. Typically the city Public Works department will assist with city owned backhoe, equipment and labor, but if not available then a private contractor is employed by the O&M company.
10. Hydrant and valve replacement program is paid for by the city.
11. The O&M company is responsible for annual inspection and repairs to lift stations, including pulling lift pumps. Back-up generators are inspected annual by a private contractor at the expense of the city.

12. The city owns mowers that are available to the O&M company for grass cutting at all water and sewer facilities.
13. The O&M company is responsible for all laboratory testing and supplies, completed mostly in-house and with some private contractors.
14. The O&M company is responsible for maintenance and repair of all touch-read water meters. The city reads and supplies all meters and radio read units
15. The O&M company is responsible for all water and sewer locates.
16. The O&M company is responsible for snow plowing at all water and sewer facilities. One plow is included.
17. The O&M company is responsible for maintenance, repair and fuel for all rolling stock. All rolling stock is city owned other than vehicle for O&M manager.
18. The O&M company is not responsible for storm water facilities, but will assist Public Works Department with advice on pumps at the storm water pumping stations.
19. Operations and Maintenance Agreement with American Water (now Veolia) is attached.
20. Monthly O&M reports for 2018 are attached. Note: only 10 months are available as some months were combined into one report.
21. Information on unaccounted water is detailed in the attached monthly O&M reports from Veolia.

**End of Addendum**

**AMENDED AND RESTATED AGREEMENT FOR  
OPERATIONS AND MAINTENANCE  
OF THE CITY OF GALENA  
WATER/WASTEWATER TREATMENT FACILITIES  
AND DISTRIBUTION/COLLECTION SYSTEMS**

This Amended and Restated Operations and Maintenance Agreement (“Agreement”), is entered into as of this 1st day of August, 2014 (“Effective Date”), by and between Environmental Management Corporation, a Missouri corporation (“EMC”), with its principal place of business at 1025 Laurel Oak Road, Voorhees, New Jersey 08043; and the City of Galena, a municipal corporation in the county of Jo Daviess, State of Illinois (“OWNER”), with its principal place of business at 101 Green Street, Galena, Illinois 61036. EMC and OWNER are sometimes herein referred to individually as a “Party” and collectively as the “Parties.”

**WHEREAS**, OWNER owns and operates a water and wastewater treatment facilities and associated distribution and collection systems, at the locations set forth in Exhibit A attached hereto (“Facilities”); and

**WHEREAS**, EMC is engaged in the business of providing certain operations and management services for water and wastewater facilities; and

**WHEREAS**, the Parties entered into the Agreement for Operations and Maintenance of the City of Galena Water/Wastewater Treatment Facilities and Distribution/Collections Systems, as amended, (hereinafter the “Original Agreement”) on July 26, 2004, with a commencement date of August 1, 2004, pursuant to which EMC provides operation and maintenance services for the Facilities and certain other OWNER Equipment as set forth in the Original Agreement; and

**WHEREAS**, the Original Agreement is scheduled to naturally expire on July 31, 2014; and

**WHEREAS**, the Parties wish to further extend the term of the Original Agreement and make certain changes to their relationship and the services provided thereunder; and

**WHEREAS**, the Parties wish to amend the Original Agreement, to restate the Original Agreement and to ratify the Original Agreement; and

**WHEREAS**, OWNER has full power and authority under the laws of the State of Illinois to enter into this Agreement for the EMC Services.

**NOW, THEREFORE**, in consideration of the mutual covenants, conditions and terms contained herein, the Parties, intending to be legally bound, hereby agree as follows:

**1. PURPOSE AND TERM**

As of the Effective Date, OWNER engages EMC as an independent contractor to provide the EMC Services with respect to the Facilities and certain other OWNER Equipment, as hereinafter defined,

for a term commencing on August 1, 2014 and expiring on July 31, 2019, unless otherwise earlier terminated pursuant to the provisions of this Agreement. As an independent contractor, rather than an employee or representative of OWNER, EMC covenants and agrees that it will not represent to any third party that it, or any of its principals, officers, directors, employees or agents, are officials, agents, employees or representatives of OWNER. EMC further warrants that no act, action or omission to act by EMC or any of its principals, officers, directors, employees or agents shall in any way obligate or be binding upon OWNER or its officials, except as provided in this Agreement.

**2. EMC SERVICES**

The EMC Services shall consist of those services specified in Exhibit B attached hereto and incorporated herein by this reference.

**3. EMC Insurance.** EMC shall maintain the following insurance during the term of this Agreement:

Commercial General Liability:

Bodily Injury, Personal Injury, and Property Damage	\$1,000,000 Occurrence \$2,000,000 Aggregate
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Commercial Automobile Liability (any auto):

Hired and Non-Owned Liability	\$1,000,000 Per Accident
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<u>Worker's Compensation:</u>	Statutory
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Employers Liability:

Bodily Injury By Accident	\$500,000 Each Accident
Bodily Injury By Disease	\$500,000 Policy Limit
Bodily Injury By Disease	\$500,000 Each Employee

Pollution Liability:

Bodily Injury and Property Damage	\$1,000,000 Each Loss \$1,000,000 Aggregate
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EMC shall furnish OWNER with satisfactory proof of such aforesaid insurance. At all times during the terms of this Agreement, EMC shall keep in effect the aforesaid insurance coverage. Neither failure to comply nor incomplete compliance with the insurance requirements of Section 3 shall limit or relieve EMC of its obligations hereunder. If EMC fails to purchase or maintain the insurance required under Section 3, OWNER may, but will not be obligated to, purchase such insurance on EMC's behalf, and OWNER shall be reimbursed for any premiums paid by OWNER on behalf of EMC.

All of the above policies, except Worker's Compensation and Professional Liability, shall name OWNER as an additional insured and contain a waiver of subrogation in favor of OWNER where appropriate, but only to the extent of EMC's performance and indemnification obligations pursuant to this Agreement.

**4. Responsibilities of OWNER**

**a. Equipment.** OWNER shall provide to EMC, for EMC's sole and exclusive use, all equipment and structures and vehicles assigned to the Facilities as of the date hereof and listed on Exhibit C annexed hereto ("OWNER's Equipment"). OWNER shall, during the term of this Agreement, be solely responsible for the cost of replacing the OWNER's Equipment, as reasonably determined by EMC as necessary for the operation of the Facilities.

**b. Permits.** OWNER shall, at its sole cost and expense, obtain and maintain all required governmental licenses, permits, and authorizations required to own, operate and maintain the OWNER's Equipment and Facilities.

**c. Insurance.** OWNER will maintain the following insurance during the term of this Agreement:

<u>Property Insurance (all risks):</u>	Full Replacement cost value for Entire Facilities, Contents, Equipment & Computers and a waiver of subrogation against EMC to the extent of coverage
<u>Commercial Auto Liability (any auto):</u>	\$1,000,000 combined single limit
<u>Worker's Compensation:</u>	Statutory
<u>Employer's Liability:</u>	
Bodily Injury By Accident	\$500,000 Each Accident
Bodily Injury By Disease	\$500,000 Policy Limit
Bodily Injury By Disease	\$500,000 Each Employee
<u>Commercial General Liability:</u>	
Bodily Injury, Personal Injury, and Property Damage	\$1,000,000 Occurrence \$2,000,000 Aggregate

OWNER shall furnish EMC with satisfactory proof of all aforesaid insurance. At all times during the terms of this Agreement, OWNER shall keep in effect the aforesaid insurance coverage. Neither failure to comply nor incomplete compliance with the insurance requirements of Section 4.c shall limit or relieve OWNER of its obligations hereunder. If OWNER fails to purchase or maintain the insurance required under Section 4.c, EMC may, but will not be obligated to, purchase such insurance on OWNER's behalf, and EMC shall be reimbursed for any premiums paid by EMC on behalf of OWNER.

**d. Representations.** OWNER represents and warrants to EMC that the OWNER has, or will have or hold as of the date hereof, and will continue to have or hold throughout the term of this Agreement, all approvals, licenses, permits and certifications necessary to operate, manage, maintain and repair the Facilities.

**5. COMPENSATION**

**a. Compensation.** OWNER shall pay EMC, as compensation for the EMC Services, the annual sum of \$639,261.84, payable in equal monthly installments of \$53,261.82, subject to adjustments as specified below (“EMC Compensation”). Monthly payments are due, in advance, no later than the tenth (10<sup>th</sup>) day of the month to which such payment relates. Late payments shall accrue interest at the then current prime rate plus one percent (1%) per annum on the unpaid balance.

**b. Annual Adjustments.** Except for the “Electricity Expense Component” (defined below), the EMC Compensation shall be adjusted annually on each anniversary of the Effective Date, beginning with an initial adjustment of the EMC Compensation as of the Effective Date. The EMC Compensation, exclusive of the Electricity Expense Component, that is subject to the initial annual adjustment is \$513,261.84. This component of the EMC Compensation shall be adjusted based upon the percentage change in the Consumer Price Index (“CPI”) Midwest Size Class D, Series ID#CUUR0200SA0 for the twelve (12) month period immediately preceding such adjustment date, with a maximum adjustment increase of five percent (5%). Each annual adjustment of the EMC Compensation is cumulative throughout the term of this Agreement.

The index adjustment as calculated for the first Agreement Year shall be decreased by one and one-half percentage point. The index adjustment as calculated for the second Agreement Year shall be decreased by one percentage point.

“Agreement Year” means each twelve (12) month period during the Term. The first Agreement Year begins on the Effective Date and ends on the day before the first anniversary of the Effective Date. Each subsequent Agreement Year during the Term begins on the anniversary of the Effective Date. Any computation made on the basis of an Agreement Year shall be adjusted on a pro rata basis to take into account any Agreement Year of less than three hundred and sixty-five (365) or three hundred and sixty-six (366) days, whichever is applicable.

**c. Adjustments Based on Water and Wastewater Flows and Loadings.** The data used by EMC is as follows:

**Water**

Average daily production: .65 MGD

**Wastewater**

Average daily flow: 1.17 MGD  
Average daily influent BOD: 350 mg/l  
Average daily influent TSS: 500 mg/l  
Average daily influent NH3 40 mg/l

In the event that during any twelve (12) month rolling period the average flow and/or loading increases or decreases by five percent (5%) or more, the EMC Compensation shall be adjusted upward or downward as agreed to between the OWNER and EMC.

**d. Adjustments Based on Increased Operating Costs.** In the event that any changes in the scope of the operations of, or regulations applicable to, the Facilities shall occur, from and after the

Effective Date, including, but not limited to, changes in governmental regulations or reporting requirements, effluent quality standards, monitoring requirements, level of treatment, personnel qualifications, applicable taxes, staffing rules, or changes in the scope of the EMC Services (as set forth on Exhibit B) which increase the cost of operating the Facilities, OWNER shall pay to EMC an increase in the annual compensation paid to EMC, as reasonably determined by EMC, and retroactive to the date of such notification by EMC (which shall include a reasonably detailed explanation for the increase to the annual compensation).

**e. Adjustment Based on Changed Electricity Rates.** The electricity expense is included in the annual fees to be paid to EMC and is initially established at \$126,000 ("Electricity Expense Component"). The Electricity Expense Component shall be adjusted based on any change in electricity rates or any other form of change to utility provider charges of any type or kind. Upon any such change, a like amount adjustment will be made to the Electricity Expense Component of the EMC Compensation. Any amount less than the Electricity Expense Component not expended by EMC for electricity during a given Agreement Year shall be returned to OWNER in full within sixty (60) days of the end of the Agreement Year. During any Agreement Year, amounts expended by EMC which aggregate to a total greater than the Electricity Expense Component shall be reimbursed by OWNER to EMC in full within sixty (60) days of the end of the Agreement Year.

- 6. Capital Improvements.** OWNER shall be solely responsible for all Capital Improvement Expenditures. For purposes of this Agreement, a Capital Improvement Expenditure shall be defined to be the cost of adding new equipment (accessory, appurtenances, or components thereof), or new structures (as opposed to replacing, maintaining, repairing, or rebuilding the existing structures) which satisfy any of the following criteria:
- a. increases its efficiency and capacity for which it was designed and constructed; or
  - b. has a service life of at least five (5) years; or
  - c. costs in excess of \$3,000 dollars per occurrence, exclusive of any EMC personnel labor costs.

EMC shall submit, for OWNER's approval, Capital Improvement Expenditures prior to incurring the same. Each request for approval will identify the reason and estimated costs for the expenditure. Notwithstanding anything to this Section 6, EMC shall have the right, in emergency situations, to authorize the expenditure of monies for capital improvements where the failure to do so would have an adverse effect, as determined by EMC, on the Facilities or the OWNER Equipment.

**7. Maintenance and Repair Costs.**

- a. **Costs up to \$3,000.** EMC shall pay the costs of all individual repair parts, maintenance materials, supplies and outside maintenance service items (collectively, "M&R Items") up to \$3,000 per event, excluding EMC labor costs, during the term of this Agreement. The annual budget for such M&R Items costing less than \$3,000 is included in the annual fees to be paid to EMC and is initially established at \$79,749.41 ("M&R Expense Component"). The M&R Expense Component will be adjusted annually by the same percentage change in the CPI as detailed in Section 5(b) of this Agreement. Any amount less than the M&R Expense Component not expended by EMC during a given Agreement Year shall be returned to OWNER in full within sixty (60) days of the end of the contract year. During any Agreement Year, amounts expended by EMC which aggregate to a total greater than the M&R Expense Component are the responsibility of EMC.

- b. **Costs \$3,000 and above.** Any M&R Items which cost in excess of \$3,000 per event, excluding EMC labor costs, shall be approved by the OWNER and paid for in their entirety directly by OWNER. Notwithstanding anything to the contrary in this Section 7, EMC shall have the right, in emergency situations, to authorize the expenditure of monies for M&R Items where the failure to do so would have an adverse effect, as determined by EMC, on the Facilities or the OWNER Equipment.
8. **Chemical Costs.** EMC shall pay the costs of all chemicals during the term of this Agreement. The annual budget for chemicals is included in the annual fees to be paid to EMC and is initially established at \$17,925.54 ("Chemical Expense Component"). The Chemical Expense Component will be adjusted annually by the same percentage change in the CPI as detailed in Section 5(b) of this Agreement. Any amount less than the Chemical Expense Component not expended by EMC during a given Agreement Year shall be returned to OWNER in full within sixty (60) days of the end of the Agreement Year. During any Agreement Year, amounts expended by EMC which aggregate to a total greater than the Chemical Expense Component are the responsibility of EMC.
9. **Representative.** No later than the Commencement Date, OWNER shall designate in writing to EMC, the name and title of OWNER's authorized representative(s) for all purposes of this Agreement.
10. **Warranties and Guarantees.** EMC will assist OWNER in OWNER's enforcement of OWNER Equipment warranties and guarantees, if any. EMC will be responsible for compliance with the terms of warranties on any new equipment purchased after the Effective Date.
11. **Termination.** Either Party to this Agreement may terminate this Agreement upon material breach by the other Party, provided, however, such terminating Party first provides written notice of such breach to the other Party and such breach is not cured within ninety (90) days from the date of the notice or, in the event that a cure is not capable within such ninety (90) day period, such cure is not commenced within such ninety (90) day period.
12. **Hold Harmless.** EMC agrees to and shall defend, indemnify and hold OWNER, its elected and appointed officers, and its employees harmless from any liabilities, claims, damages or fines (including attorney's fees) for personal injury or property damage caused by, or arising from the negligence of EMC, unless such claims, damages or fines are caused or contributed by the failure of (i) the water or wastewater influent to meet the criteria established as set forth on the Exhibit B-1 hereto; or (ii) by the presence of any hazardous, toxic or radioactive substances within the Facilities. The obligation of EMC to hold OWNER harmless is subject to the comparative responsibility provision of this Agreement.
13. **Comparative Responsibility.** In the event that both EMC and OWNER are found by an independent fact finder to be negligent, and the negligence of both is the proximate cause of such claim for damage for personal injury or property damage, then, in that event, each party shall be responsible for the portion of the liability equal to such party's comparative share of the total negligence.
14. **Limitation of Liabilities.** Each Party agrees that it shall not assert any claim for indirect, incidental, consequential, special, punitive or exemplary damages including, but not limited to, claims for lost revenue, profit or business reputation, whether based in tort or contract. Each Party,

**j. No Third Party Beneficiaries.** This Agreement is not intended to and shall not confer upon any other person, other than the Parties hereto, any rights or remedies with respect to the subject matter hereof including.

**k. Choice of Law.** This Agreement shall be governed and construed in accordance with the laws of the State of Illinois. The venue for any litigation of any disputes between the Parties arising out of this Agreement shall be Jo Daviess County, Illinois.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year first above written by their duly authorized officers or representatives.

CITY OF GALENA, ILLINOIS

By: Terry Renner  
Name: Terry Renner  
Title: Mayor

ENVIRONMENTAL MANAGEMENT CORPORATION

By: D. W. Choate  
Name: David W. Choate  
Title: Vice President

**EXHIBIT A**  
**Facilities**

- Wastewater Treatment Plant located at:  
1989 East Cross Road
  - 1952 (Reconstructed in 2002) Lift Station located at:  
114 Meeker Street
  - Industrial Park Lift Station located at:  
11326 Technical Drive
  - Pluym Lift Station located at:  
Oldenburg Lane
  - Cobblestone Lift Station located at:  
Oldenburg Lane
  - Bouthillier Lift Station located at:  
Bouthillier St. & Park Avenue
  - Hospital Lift Station (when accepted) located at:  
Norris Lane
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- Water Street Storm Water Pumping Station located at:  
Water Street between Green Street and Perry Street
  - Riverside Drive Storm Water Pumping Station located at:  
Riverside Drive between Spring Street and flood gates
  - #5 Well House located at:  
1238 Franklin Street
  - #6 Well House located at:  
Gear Street
  - #7 Well House located at:  
Industrial Park
  - Water Storage Facilities located at:  
1238 Franklin Street  
Dodge & Hill Streets  
Horseshoe Mound  
Industrial Park
  - Industrial Park water booster station located at:

### Highway 20 and Franklin Street

- Bouthillier water booster station located at:  
307 Bouthillier Street
- Supervisory Control and Data Acquisition system for above facilities
- 300kW solar array, 3-100kW inverters, and solar building with controls

however, reserves the right to seek direct damages in an amount not to exceed the insurance limits specified above for covered claims, or the annual EMC Compensation for any uninsured claims.

**15. Miscellaneous.**

**a. Waiver.** The failure on the part of either Party to insist in any one or more cases upon the strict performance of any of the provisions of this Agreement, or to exercise any right, remedy or option herein contained, shall not be construed as a waiver of such provision, right, remedy or option in any other case or similar cases. Any waiver shall be in writing, and signed by the Party to be charged, in order to be enforceable.

**b. Assignments.** This Agreement shall not be assigned by either Party without the prior written consent of the other Party.

**c. Nondiscrimination.** EMC agrees and shall refrain from unlawful discrimination in employment and undertakes affirmative action to ensure a quality of employment opportunity; shall comply with procedures and requirements of the State Human Rights Department's regulations concerning equal employment opportunity and Affirmative Action; and shall provide such information, with respect to its employees and applicants for employment and assistance as the Department may reasonably request.

**d. Relationship and Confidentiality.** It is understood that the relationship of EMC to OWNER is that of an independent contractor and that none of the employees or agents of EMC shall be considered employees of OWNER. OWNER agrees that OWNER will not talk to any employee of EMC regarding employment with OWNER without having received the prior permission of EMC, which permission shall not be unreasonably withheld, conditioned or delayed. Except as otherwise required by applicable law, the terms of this Agreement shall be confidential and not disclosed to third parties absent mutual consent, which shall not be unreasonably withheld.

**e. Force Majeure.** Each Party's performance under this Agreement shall be excused if the Party is unable to perform because of actions due to causes beyond its reasonable control, including but not limited to Acts of God, the acts of civil or military authority, any act of national or international terrorism or bioterrorism, floods, epidemics, quarantine restrictions, riots, and strikes. In the event of any such force majeure, the Party unable to perform shall notify the other Party as soon as practicable, but in any event, within twenty-four (24) hours of the existence of such force majeure and shall be required to resume performance of its obligations under this Agreement upon the termination of the aforementioned force majeure. If any act or event of force majeure occurs which presents EMC performing this Agreement, EMC agrees to use commercially reasonable efforts to renew its performance under the Agreement as soon as practicable after the ending of the act or event of force majeure. In addition, if a force majeure event occurs and EMC's cost of performing its obligations pursuant to this Agreement is adversely affected by such event, EMC shall be entitled to price relief from the OWNER in an amount equal to the reasonable increase in the cost of performance due to the force majeure event.

**f. Authority to Contract.** Each Party warrants and represents that it has authority to enter into this Agreement.

**g. Severability.** If any of the terms and conditions of this Agreement are held by any court of competent jurisdiction to contravene or to be invalid under the laws of any political body having jurisdiction over the subject matter hereof, such contravention or invalidity shall not invalidate the

entire Agreement, but instead, the Agreement shall be construed as if not containing the particular provision or provisions held to be illegal or invalid, the rights and obligations of the Parties shall be construed and enforced accordingly, and this Agreement shall thereupon remain in full force and effect as so construed.

**h. Notices.** Notice under this Agreement shall be deemed to have been properly given when addressed as provided below, and shall be deemed effective (except as otherwise provided in this Agreement) (i) upon receipt or receipt and refusal if sent by first class mail, return receipt requested, registered or certified; (ii) one (1) business day after being sent by an overnight courier service; or (iii) when received if sent by facsimile as confirmed by an electronically generated facsimile confirmation. Each Party shall have the right to change its address by giving the other Party written notice thereof.

Notices required to be given to OWNER shall be addressed to:

City of Galena  
101 Green Street  
Galena, IL 61036  
*Attention: City Engineer*

Notices required to be given to EMC shall be addressed to:

Environmental Management Corporation  
1025 Laurel Oak Road  
Voorhees, NJ 08043  
*Attention: Vice President of Contract Services*

With copies (which shall not constitute notice) to:

American Water Enterprises, Inc.  
1025 Laurel Oak Road  
Voorhees, NJ 08043  
*Attention: Vice President & General Counsel*

**i. Entire Agreement, Counterparts and Amendments.** This Agreement, together with the Exhibits and Appendices as incorporated herein, shall constitute the entire Agreement between the Parties pertaining to the subject matter hereof and supercedes all other prior agreements, representations and understandings, both written and oral, any except to the extent incorporated in this Agreement. This Agreement may be executed in any number of counterpart copies, each of which shall be deemed an original, but which together shall constitute a single instrument. No amendment, modification or alteration of the terms or provisions of this Agreement shall be binding unless the same shall be in writing and duly executed by the Parties hereto, except that any of the terms or provisions of this Agreement may be waived in writing at any time by the Party which is entitled to the benefits of such waived terms or provisions. No waiver of any of the provisions of this Agreement shall be deemed to or shall constitute a waiver of any other provision hereof (whether or not similar). No delay on the part of any Party in exercising any right, power or privilege hereunder shall operate as a waiver thereof.

## **EXHIBIT B EMC Services**

The EMC Services to be provided by EMC during the term of this Agreement shall include and be limited to the following:

**a. Facilities Operation.** EMC shall use commercially reasonable efforts to operate and manage the Facilities so that the effluent/finished water discharge meets or exceeds the wastewater effluent/finished water requirements established by United States Environmental Protection Agency ("USEPA") and the Illinois Environmental Protection Agency ("IEPA") under the permits issued by such authority so long as the influent does not exceed the design limitations set forth on Exhibit B-1 ("Facilities Maximum Design Parameters"). EMC shall comply with all applicable local, state, and federal laws and regulations as they pertain to the Facilities. EMC will pay all fines and surcharges resulting solely from the negligence or intentional acts of EMC, which may be imposed by the regulatory agency having jurisdiction for effluent/water quality violations associated with the permits issued with respect to the Facilities; provided, however, that EMC shall have no such obligation in the event that such violations are a result of influent violations at the Facilities Design Limitations or the presence of hazardous or toxic substances.

**b. Water Distribution and Water Wells System.** EMC will operate, maintain and manage the Water Distribution System and the Water Wells to extend their useful life, to provide maximum capacities, to prevent unnecessary damage to public and private property, to minimize inconveniences by handling interruptions in service and to prevent public health hazards. EMC will provide 24-hour per day, seven days per week emergency service and will use commercially reasonable efforts to maintain uninterrupted service to customers. EMC will provide proper and prudent notification to the City and its residents during emergency situations.

The Water Distribution System and Water Wells will be operated, maintained and managed in a manner to:

1. Identify sources of problems within the system through inspection, monitoring and investigation;
2. EMC will schedule and manage a leak detection survey on the distribution system annually and provide OWNER with survey results. Clean, maintain and repair system to ensure safe transportation and storage of water throughout the system in compliance with the Safe Drinking Water Act and its amendments EMC will implement a valve operating and inspection program that will have a target of fifty (50) valves per year. EMC will assist the OWNER with the OWNER's development, implementation, and management of a GIS program with documentation of the activities and the results provided to the Owner.
3. Continue OWNER's past practices of assisting on maintenance items at the swimming pool, ornamental fountains, drinking fountains and any storm water issues; and
4. Maintain a high standard of physical appearance for the entire water system at all times which will include general touch-up painting. EMC will maintain the fire hydrants in a manner to extend their useful life and high standard of physical appearance.
5. EMC will provide commercially reasonable documentation, including photographs and locations, in electronic format when possible, of repairs made within the water distribution system.

6. EMC will provide OWNER with documentation, inspection results, or reports when outside vendors perform major work or repairs on OWNER equipment or facilities.

**c. Wastewater Collection System.** EMC will operate, maintain and manage the Wastewater Collection System in such manner as to extend its useful life, to provide maximum capacities, to prevent unnecessary damage to public and private property, to minimize inconveniences by handling interruptions in service and to prevent public health hazards. EMC will provide 24-hour per day, seven-day-per-week emergency service and will use commercially reasonable efforts to maintain uninterrupted service to customers.

The Wastewater Collection System will be operated, maintained and managed in a manner to:

1. Identify sources of problems within the sewer system through inspection, monitoring and investigation;
2. Clean, maintain and repair sanitary sewers, force mains and lift stations on a regular basis to ensure that wastewaters are transported to wastewater treatment facilities in compliance with NPDES permits;
3. Prevent sewage from bypassing to waters of the State and to protect the Collection System from flooding due to high water, in accordance with the Water Pollution Control Acts Amendments, Public Law 92-500 and the Clean Water Act Amendment;
4. Eliminate potential sources of odors;
5. EMC shall implement a customer service program to inspect all sewer related customer complaints and respond to the customer or the consultant on the results of these inspections;
6. Maintain a high standard of physical appearance for the entire wastewater system at all times;
7. Implement a preventative maintenance program; and
8. EMC will assist the City with the development, implementation, and management of an inflow and infiltration ("I/I") program. EMC will assist OWNER's personnel or outside vendors with manhole location for inspection, surveying, or cataloging. EMC will assist the OWNER with the OWNER's the development, implementation, and management of a GIS program to record information and locations of water and sewer infrastructure.
9. EMC will provide commercially reasonable documentation, in electronic format when possible, of repairs made within the sanitary sewer collection system.
10. EMC will provide OWNER with documentation, inspection results, or reports when outside vendors perform major work or repairs on OWNER equipment or facilities.

**d. Project Management and Staffing.** EMC shall monitor the Facilities on a seven (7) day per week, twenty-four (24) hour per day basis. EMC shall staff the Facilities with a Facilities Manager, experienced in the areas of water/wastewater treatment, process control, water/wastewater laboratory analysis, and maintenance procedures for water/wastewater treatment facilities. The Facilities' staff shall have required licenses or waivers necessary to lawfully operate the Facilities. In the event that EMC replaces the Facilities Manager during the term of the Agreement, the OWNER will have the ability to provide input and review the qualifications of the new Facilities Manager EMC selects prior to the hiring of the new Facilities Manager.

**e. Project Support.** EMC shall, as required and determined by EMC, provide on-call, backup expertise in operations, management, and maintenance applications to ensure compliance with this Agreement.

**f. Maintenance Management.** EMC shall institute a preventive maintenance program for all OWNER Equipment. Records maintained by EMC shall include the history of maintenance and the schedule of programmed maintenance throughout the term of this Agreement for each item of OWNER Equipment. Records shall be the property of the OWNER and may be obtained by the OWNER upon reasonable prior notice and upon termination or expiration of the Agreement. Standard operating and maintenance procedures will be established by EMC, consistent with industry-wide practices, for each major piece of OWNER Equipment.

**g. Operational Costs and Expenses.** EMC shall pay all costs of EMC employees, fuels, electricity, chemicals, services, spare parts, materials, maintenance, sludge disposal, repairs and expendable supplies required in the normal operation and maintenance of the Facilities, except, and in the event, such expenses are further limited within this Agreement.

**h. Corrective Action.** In the event that the effluent quality is not in compliance with regulatory requirements, EMC will submit a report to OWNER outlining the proposed corrective action and a schedule.

**i. Hazardous Substance.** In the event that any hazardous substance is received at the Facilities, EMC shall notify OWNER and assist OWNER in the removal and/or reduction of such hazardous substance. In the event that any hazardous substance cannot be treated or removed using the processes and equipment provided, and if effluent parameter(s) affected by any hazardous substance listed in the permits are exceeded, and the hazardous substance was not the result of EMC's negligence, EMC shall not be responsible for permit compliance or additional operational costs until the hazardous substance is removed from the Facilities and the Facilities are completely recovered and capable of generating effluent quality within design parameters. For all purposes of this Exhibit B and the Agreement to which it is attached, "hazardous substance" shall mean (a) any petroleum, petroleum products, by-products or breakdown products, radioactive materials, asbestos-containing materials or polychlorinated biphenyls; or (b) any chemical, material or substance defined or regulated as hazardous or as a pollutant, contaminant or waste under any statute, law, ordinance, by-law, decree, regulation, code, order, rule or judgment of any governmental authority having the force of law.

**j. Biological Toxic Substance.** In the event that any biological toxic substance is received at the Facilities, EMC shall notify OWNER and assist OWNER in the removal and/or reduction of such biological toxic substance. In the event that any biological toxic substance cannot be treated or removed using the processes and equipment provided, and if effluent parameter(s) affected by the biological toxic substance listed in the permits are exceeded, EMC shall not be responsible for permit compliance or additional operational costs until the biological toxic substance is removed from the Facilities and the Facilities are completely recovered. For all purposes of this Exhibit B and the Agreement to which it is attached, "biological toxic substance" shall mean any substance or combination of substances contained in the Facilities' influent in sufficiently high concentrations so as to interfere with the biological processes necessary for the removal of the organic and chemical constituents of the wastewater. The rebuttable presumption shall be that any biological toxic substance proven to be present in the Facilities entered with the influent. Biological toxic substances include, but are not limited to, heavy metals, phenols, cyanides, pesticides, herbicides, acids, caustics, chlorine, quaternary ammonia and other cleaning or sanitizing compounds.

**k. Handling and Disposal of Contaminated Sludge.** If the influent contains abnormal, hazardous or biologically toxic substances, the sludge from such influent shall be deemed contaminated. EMC shall make every effort to isolate such contaminated sludge consistent with current USEPA and IEPA guidelines. OWNER shall reimburse EMC for expenses directly related to disposal of the contaminated sludge.

If any sludge from the wastewater treatment plant is classified as "hazardous waste" as defined by the USEPA, which means that the regulatory agencies require the sludge to be transported to a designated hazardous waste landfill, EMC shall notify OWNER and request permission to transport the sludge to a designated landfill. OWNER shall reimburse EMC for the actual costs of transport, landfill fees and any other verifiable out-of-pocket expenses associated with the handling and disposal of the sludge. EMC shall comply with ANSCI, OSHA, the Industrial Commission and other federal, state and local laws and regulations applicable to the operation of trucks and other miscellaneous equipment used for the disposal of said sludge. No vehicle shall be overloaded.

**l. Sludge Management and Sludge Disposal.** EMC shall be responsible for handling and disposing of sludge residuals generated by the Facilities in a manner consistent with all applicable regulations of the USEPA and the IEPA. OWNER is responsible for providing the equipment used for sludge disposal.

**m. Testing and Laboratory Analysis.** EMC shall perform the sampling and analysis of the appropriate influent and effluent as outlined in OWNER's permit, and as required for the proper operation of the Facilities. EMC shall prepare all permit monitoring and operations reports, and submit them to OWNER for final review and sign-off prior to submission to the appropriate regulatory agency having jurisdiction over the Facilities.

**n. Reporting.** EMC will submit internal reports relating to the operations of the Facilities to OWNER and assist OWNER in OWNER's reporting requirements to local, state and federal regulatory agencies, all in accordance with the mutually agreed upon procedures. EMC will be responsible for representing OWNER with the relevant regulatory agencies and advise OWNER of all meetings, hearings and relevant related information for the Facilities. Upon request by EMC, OWNER shall participate in such meetings of regulatory or governmental agencies as EMC deems necessary.

**o. Records of Operation.** Records maintained by EMC will be in compliance with all applicable law and regulations. These records, capable of providing historical data and trend, will be the property of OWNER. EMC will maintain these records at the Facilities site, available during the term of this Agreement for use by authorized OWNER personnel. EMC agrees to provide OWNER's officials with access to the Facilities at any time, upon reasonable prior notice.

**p. Safety.** EMC shall administer a site-specific safety program to include training, record keeping, and safety meetings, all in conformance with the OWNER safety program, and any requirements of the State of Illinois.

**q. Training.** EMC shall implement an ongoing training program, with classroom and hands-on training for all Facilities personnel. Training will include Facilities operations and maintenance, laboratory operations and maintenance, supervisory skills and energy management.

**r. Odor Control.** EMC will operate and maintain the Facilities to minimize the generation of odors through an ongoing odor control program. In the event of an odor generating event from the Facilities, EMC will assist OWNER in the development and implementation of a corrective action plan to mitigate the odor generation. EMC will work with OWNER to deal in a concerned, professional manner with any individuals or community groups concerned with odors.

**s. Capital Budget Submission.** On an annual basis, EMC will provide a formal report to OWNER on EMC's projection of capital needs and assist OWNER with the preparation of the OWNER's annual budget. EMC shall also, if requested, annually submit its recommendations regarding additions to or deletions from OWNER's long-term capital program. EMC will submit detailed rationale for any changes or additions, and preliminary cost estimates. Implementation of these recommendations by OWNER, however, is not a condition of EMC's performance of the EMC Services. Review and approval of these capital expenditures shall remain the responsibility of OWNER.

**t. Emergency Response Plan.** EMC will develop, maintain, and implement, if necessary, an emergency response plan for the Facilities that will be in compliance with all applicable regulations.

**u. 300kW solar array, 3-100kW inverters, and solar building with controls.** EMC will provide grounds maintenance for the solar array. Maintenance, repair and replacement work on the solar array equipment itself will be provided by the requisite solar equipment vendor.

**v. Energy Efficiency.** EMC shall use commercially reasonable efforts to recycle, minimize energy use, and operate in an environmentally sustainable manner.

**EXHIBIT B-1**  
**Facilities' Maximum Design Parameters**

EMC will operate and maintain the Water/Wastewater Facilities so that the water quality will meet the requirements of the Safe Drinking Water Act and the effluent meets the requirements of all applicable permits.

**Wastewater:**

EMC will be responsible for meeting the effluent quality requirements of all applicable permits unless one or more of the following occurs:

- The influent to the treatment plant does not contain adequate nutrients to support operation of biological processes and/or contains toxic substances which cannot be removed by existing processes and facilities.
- Toxic discharges into the sewer system in volumes which would make compliance with discharge limits substantially impossible.
- The flow, influent BOD, influent TSS and/or influent Ammonia is greater than the plant design parameters, which are the following:

Average Flow	1.171 MGD
Peak Flow	4.241 MGD
Influent BOD	2,240 lbs/day
Influent TSS	2,660 lbs/day
Influent Ammonia	400 lbs/day
- If the Treatment Plant can operate only at reduced capacity due to construction activities, fire, flood, adverse weather conditions, labor disputes or other causes beyond EMC's control.

**Water:**

EMC will be responsible for meeting the finished water quality requirements of the Safe Drinking Water Act unless one or more of the following occurs:

- The raw water to the treatment plant contains toxic substances which cannot be removed by existing process and facilities;
- Toxic discharges into the water supply system in volumes which would make compliance with water quality limits substantially impossible;
- The peak production, influent iron and influent manganese is greater than the plant design parameters, which are the following:

Peak Production Rate	3.89 MGD
----------------------	----------
- If the Treatment Plant can operate only at a reduced capacity due to construction activities, fire, flood, adverse weather conditions, labor disputes or other causes beyond EMC's control; and
- In the event that influent raw water quality characteristics change when compared to current raw water from the existing ground water supply.

**Certified Public Water Supply Operator**

Name of Certified Operator: Jeffery E. Saylor  
Operator 9-digit ID number: 226392774

Mailing Address: Environmental Management Corporation  
1001 Boardwalk Springs Place, O'Fallon, MO 63368  
Phone: 319-239-1087  
Email: jeff.saylor@amwater.com

**EXHIBIT C**  
**OWNER's Equipment**

- Lift station built in 1952 and reconstructed in 2002, including:
  - Three (3) 20 hp Flygt submersible pumps
  - Metropolitan control panel
  - Olympian 125kw stand-by generator
  
- Industrial Park Lift Station, including:
  - Two (2) 20 hp Fairbanks Morse pumps
  - USEMCO Control Panel
  
- Plum Lift Station, including:
  - Two (2) 5 hp Hydromatic submersible pumps
  - Hydromatic Control Panel
  - Olympian 50kw Generator
  
- Cobblestone Lift Station, including:
  - Two (2) 5 hp Hydromatic submersible pumps
  - Hydromatic Control Panel
  - Olympian 30kw Generator
  
- Bouthillier Lift Station, including:
  - Equipment to be determined
  
- Hospital Lift Station, including:
  - Two (2) 15 hp Fairbanks Morse submersible pumps
  - Control Panel
  - Olympian 50kw Generator
  
- Storm Water Pumping Stations at Water Street and Riverside Drive
  
  
- 1.171 MGD wastewater treatment plant, oxidation ditch type built in 2002, comprising:
  1. Administration Building with:
    - Garage / Shop Area
    - Restroom / Locker Facilities
    - General Purpose Room
    - Office
    - SCADA Room
    - Laboratory Facilities
  2. Screening Building with:
    - Parkson Mechanical Step Screen and Wash Press
    - Altronex SCCB Motor Control Center
  3. BNR / Oxidation Ditches with:
    - Two (2) EIMCO/EMU 8.5 hp BNR Mixers
    - Four (4) EIMCO 40 hp Carousel Aerators
  4. Two (2) 250,000 gallon US Filter clarifiers with aluminum Covers
  5. Biosolids Control Building with:
    - Komline Sanderson 1.5 meter gravity belt thickener / belt filter press

- Parkson biosolids conveyors
    - Dynablend polymer feed system
    - Altronex SCCA Motor Control Center
    - One (1) Sum Pump
    - Two (2) Hayward Gordon model XCS5A WAS Pumps
    - Three (3) Hayward Gordon model XCS5A RAS Pumps
    - Three (3) Netzsch progressive cavity BST Pumps
    - Two (2) Crane Deming Plant Water System
    - Metropolitan Industries Non-Potable Water System
    - Potable Water System
    - Site Well
    - Three (3) Garner Denver Positive Displacement Blowers for Digesters
  - 6. Two (2) Aerobic Digesters with Sanitiare Fine Bubble Diffusers
  - 7. Biosolids Storage Building
  - 8. Trojan Ultraviolet Disinfection
  - 9. Influent Pumping Station with:
    - Two (2) 25 hp Fairbanks Morse Submersible Pump
    - Two (2) 75 hp Flygt Submersible Pumps
  - 10. 300kW solar array, 3-100kW inverters, and solar building with controls
- Wastewater Collection System, consists of approximately 28.21 miles of gravity sewer that is predominantly eight-inch with some six-, ten-, twelve-, fifteen- eighteen- and thirty inch pipes of clay, concrete and PVC. The system also contains 1.6 miles of sanitary force main.
  - Well houses and treatment points comprised of :
    1. #5 Well House (ID#11739), with 150hp submersible pump producing 1100 gpm and discharges to 450,000 gallon elevated tank;
    2. #6 Well House (ID#11740), with vertical turbine pump producing 500 gpm and discharges directly to distribution system;
    3. #7 Well House (ID#01535) with 200hp submersible pump producing 1100 gpm and discharges to 500,000 gallon elevated tank.  
2004 Onan 350kw generator
    4. Treatment consists of phosphate injection, chlorination and fluoridation.
  - Water storage facilities comprised of:
    1. 450,000 gallon elevated storage tank
    2. 750,000 gallon standpipe
    3. 300,000 gallon ground tank
    4. 500,000 gallon elevated storage tank
  - Industrial Park Booster Station comprised of:
    1. One (1) Deming 1½ hp pump rated at 36 gpm
    2. One (1) Deming 3 hp pump rated at 65 gpm
    3. One (1) Deming 40 hp pump rated at 940 gpm
    4. USEMCO control panel
  - Bouthillier Booster Station comprised of:
    1. Two (2) Peerless 30 hp pumps rated at 450 gpm each
    2. USEMCO control panel

- Water Distribution System consisting of four pressure zones. Water mains consist of approximately 28.53 miles of two-, four-, six-, eight-, ten, and twelve-inch pipe of cast iron, ductile iron, and PVC.
- Rolling Stock
  1. 2015 Ford F-250 ¾ ton pickup with utility box
  2. 2012 Chevrolet ¾ ton pickup with utility box and Western Snowplow
  3. 2002 Chevy ¾ ton pickup with utility box
  4. 2001 Chevrolet ¾ ton pickup (red)
  5. 1984 GMC 7000 series spreader truck with Meyers spreader
  6. 1996 New Holland LX665 skid loader
  7. 2001 Sniper 747 sewer jet machine
  8. 2004 Onan 250kw trailer mounted generator

# *Monthly Operations Report*



*January 2018*  
Prepared for  
The City of Galena  
By Matt Trotter  
*Project Manager*

# 1.0 WASTEWATER OPERATIONS

## 1.1 EFFLUENT QUALITY

As indicated in Table 1.2, and Table 1.3, the effluent quality for the Galena Wastewater Treatment Plant was within NPDES permit parameters for the month of January 2018. The discharge monitoring reports electronically submitted to IEPA in February 2018.

Table 1.2  
Wastewater Effluent Quality

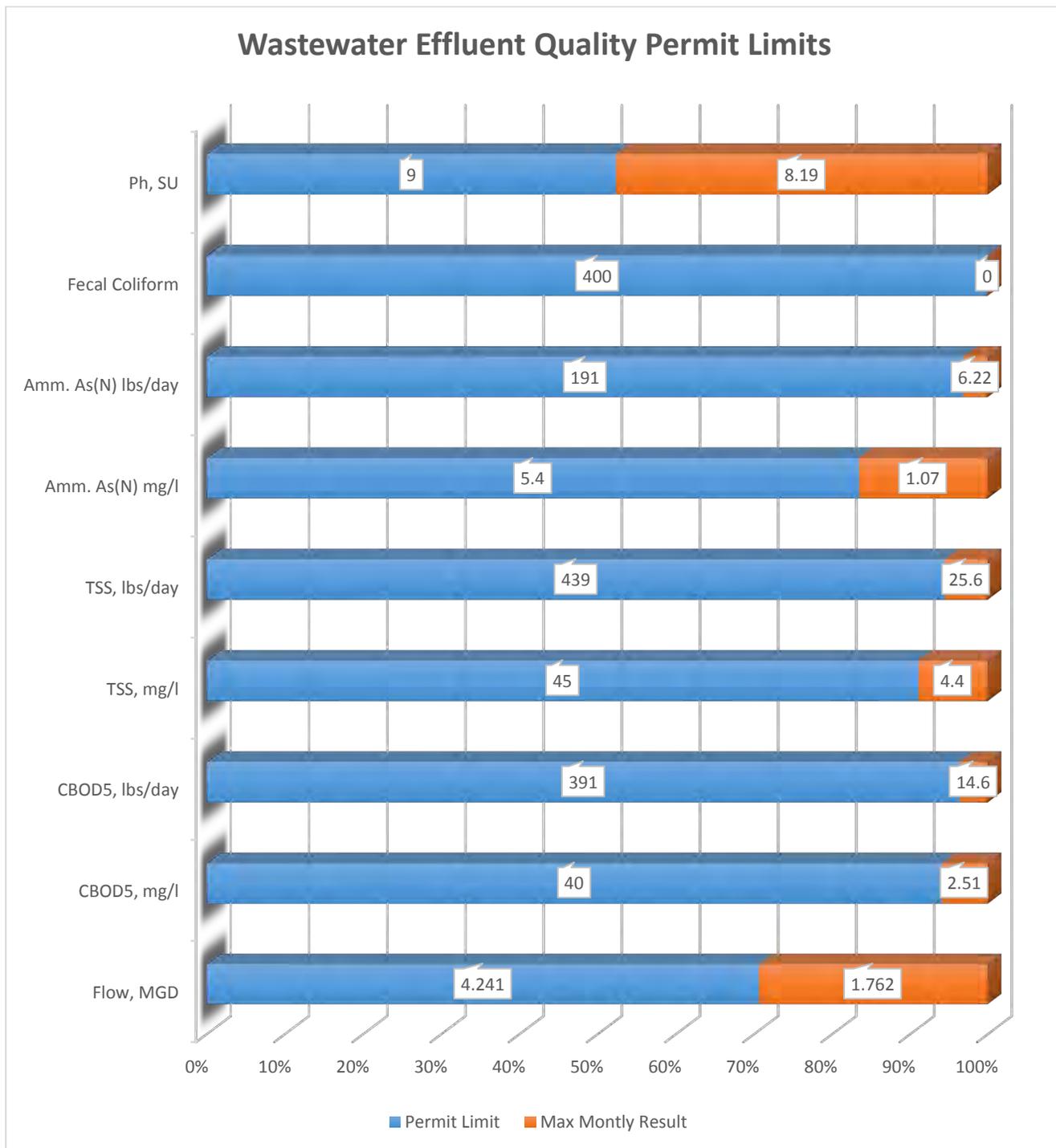
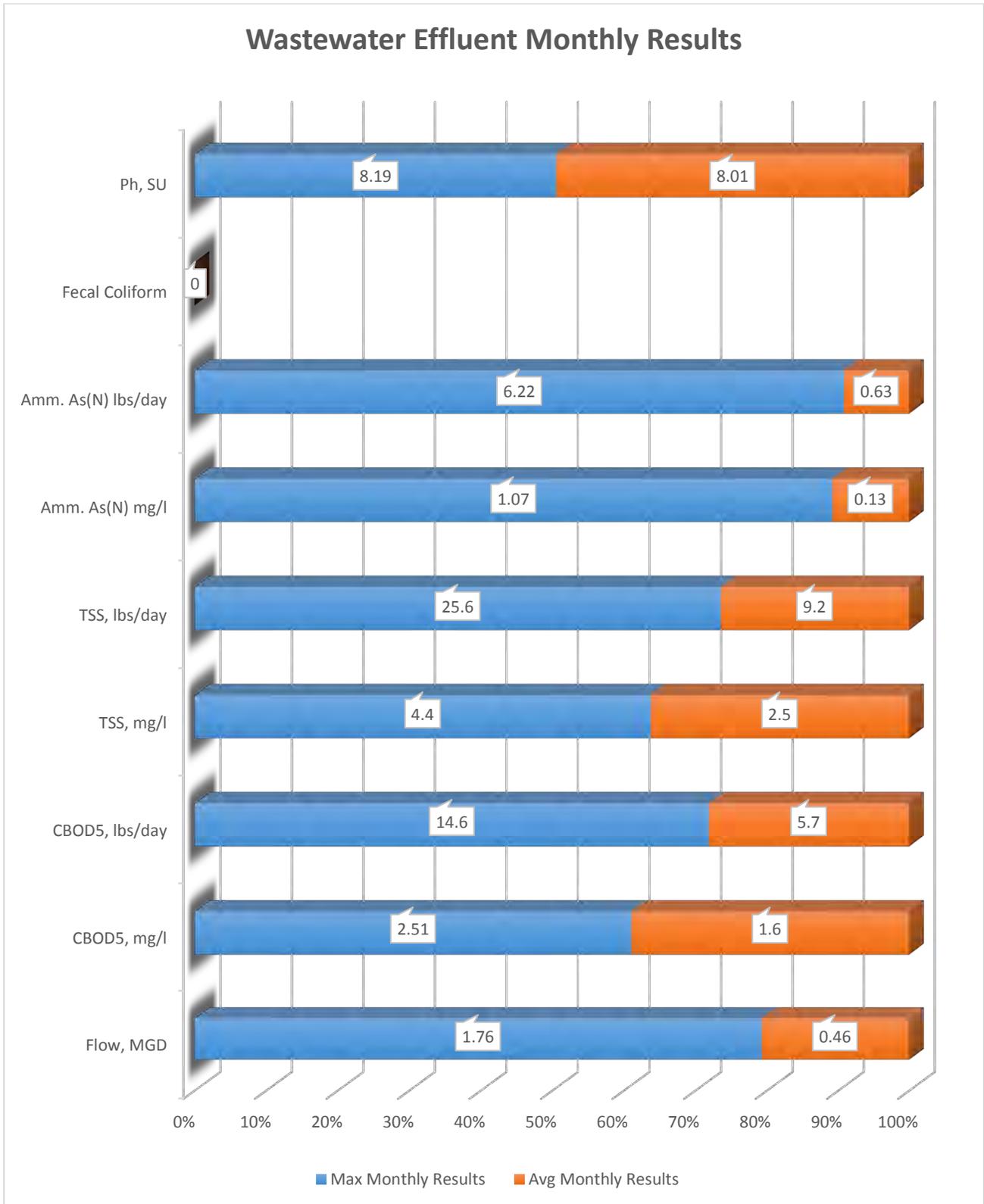


Table 1.3  
Wastewater Effluent Quality



## 1.4 COLLECTION SYSTEM OPERATIONS

All lift stations operated properly during the month of January. All lift stations and wet wells were routinely checked each week for proper operation during the month. Table 1.5 shows Sewer Main Maintenance for the month of January 2018.

Table 1.5  
Sewer Main Maintenance

Type Of Sewer	Scheduled Cleaning (Linear Ft)		Unscheduled Cleaning (Linear Ft)		Number Of Repairs	
	Month	YTD	Month	YTD	Month	YTD
Sanitary	400	1,000	1,000	2,700	0	0

## 2.0 WATER OPERATIONS

### 2.1 WATER QUALITY

Monthly fluoride and bacteria water samples collected and sent to outside laboratories for analysis. All samples within IEPA and Department of Health water quality standards. All wells checked, inspected, and tested on a daily basis, and the Horseshoe Mound Water Reservoir checked and inspected on a weekly basis to assure a clean and adequate potable water supply.

### 2.2 WATER PRODUCTION

Total water produced in January **14,278,000 gallons**. The daily average water produced **460,581 gallons per day**. Monthly pumping for January 2018 shown in Table 2.3. Monthly residual data for January of 2018 shown in table 2.4. Daily water produced shown in Table 2.5.

Table 2.3  
Well Pumping Summary

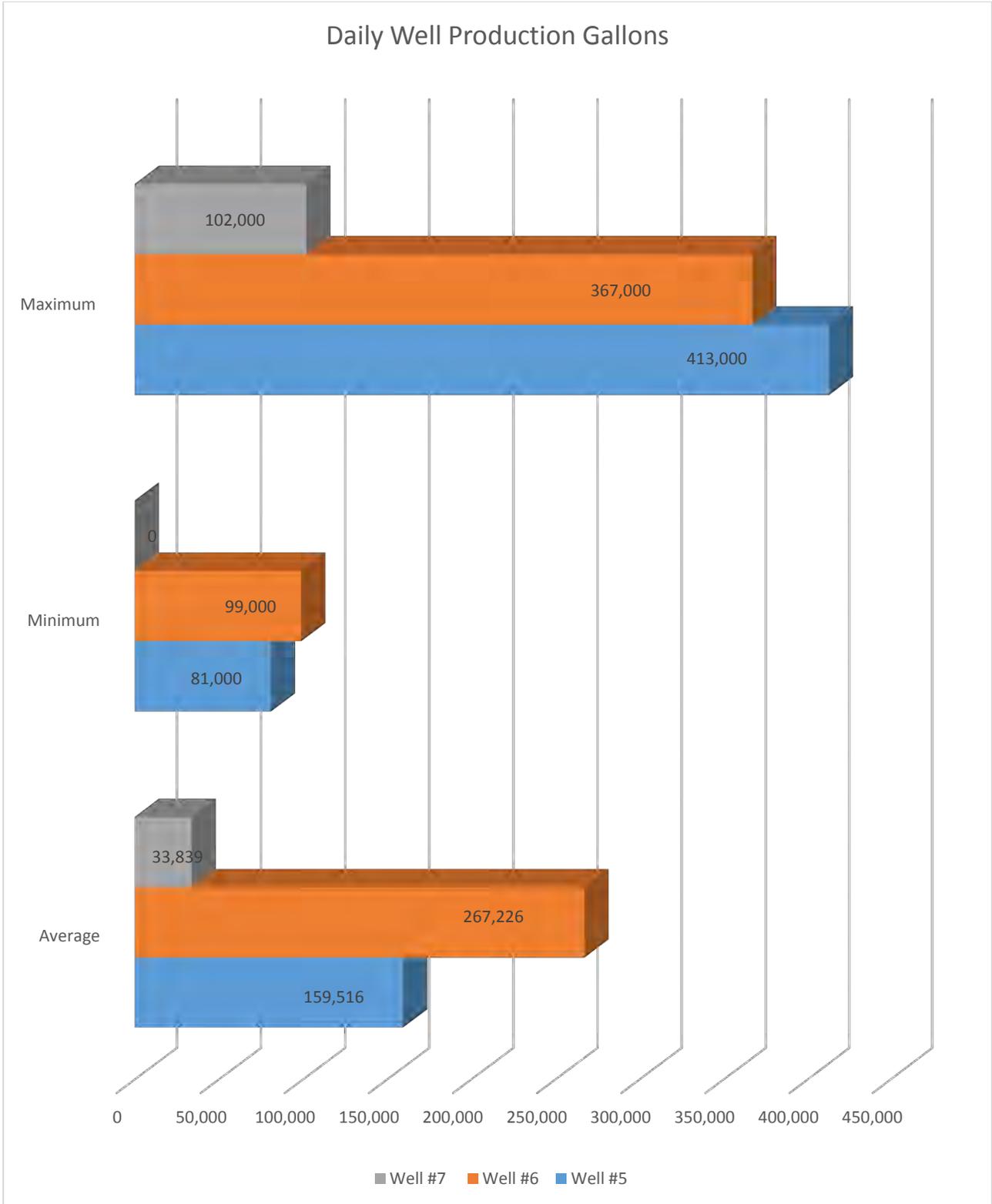


Table 2.4  
Monthly Source Entry Point Chemical Residual

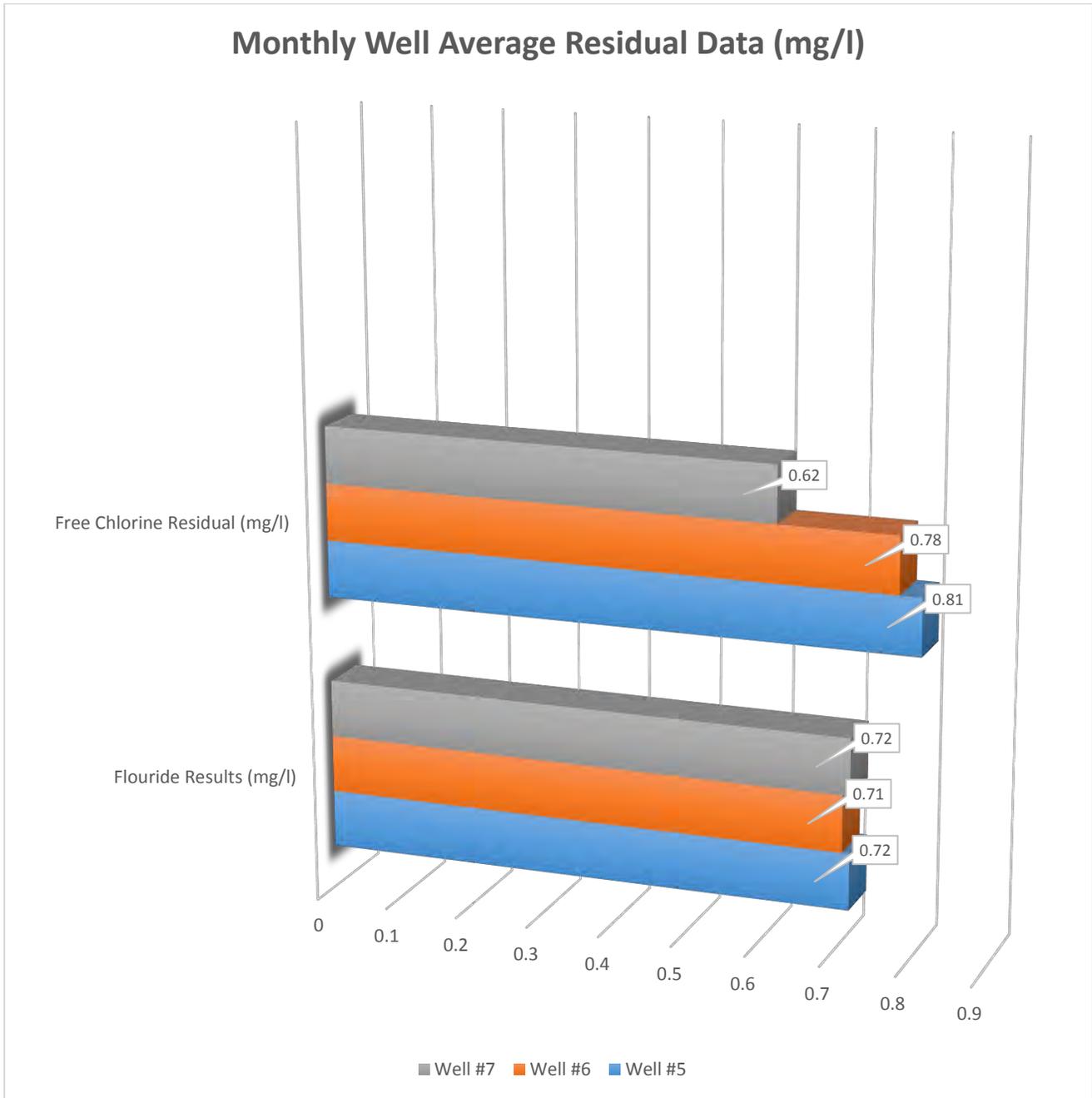
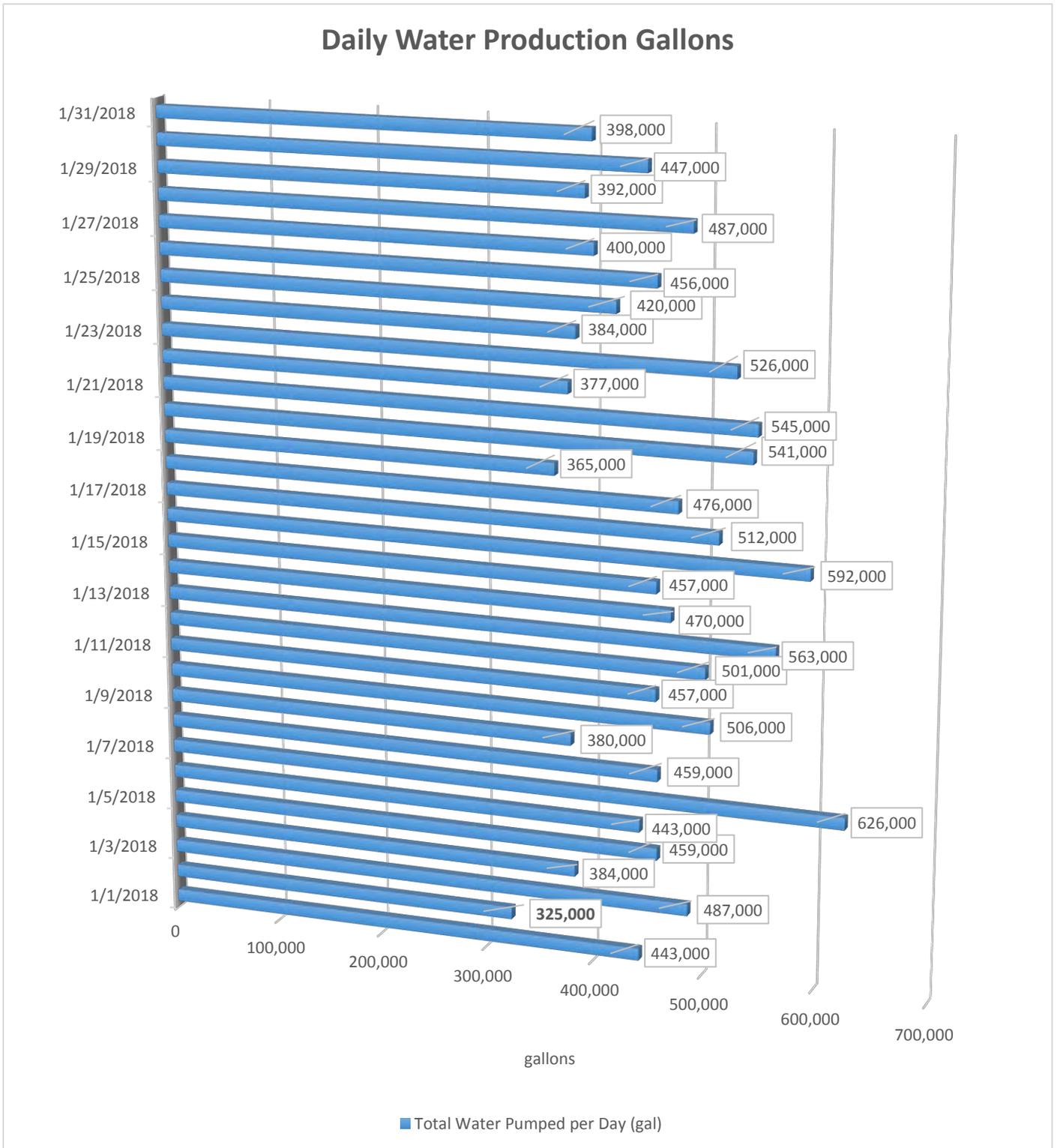


Table 2.5  
Daily Water Produced



## 2.6 WATER DISTRIBUTION SYSTEM

All routine maintenance completed for the month of January 2018.



### Water Main breaks for the month of January:

**1/03/18**

6 inch Water main break at 1012 Franklin Street was a circular crack caused by deteriorating pipe material and extreme temperatures. Repair clamp installed and a boil order issued to twelve residential customers. Boil order lifted on 1/4/18.

**1/16/18**

4 inch Water main break at 517 4<sup>th</sup> Street was a circular crack caused by temperature variation. Repair clamp installed and a boil order issued to eight residential customers. Boil order lifted on 1/16/18.

**1/21/18**

4 inch Water main break at 507 Wann Street was a hole caused by deteriorating pipe material. Repair clamp installed and a boil order issued to eight residential customers. Boil order lifted on 1/16/18.

## 2.7 WATER LOSS

Un-metered water used in the City of Galena equates to lost revenue in water and sewer user fees. Tracking and accounting for the period of December 16, 2018 – January 15, 2018 in Table 2.8.

Table 2.8  
Accountable Water

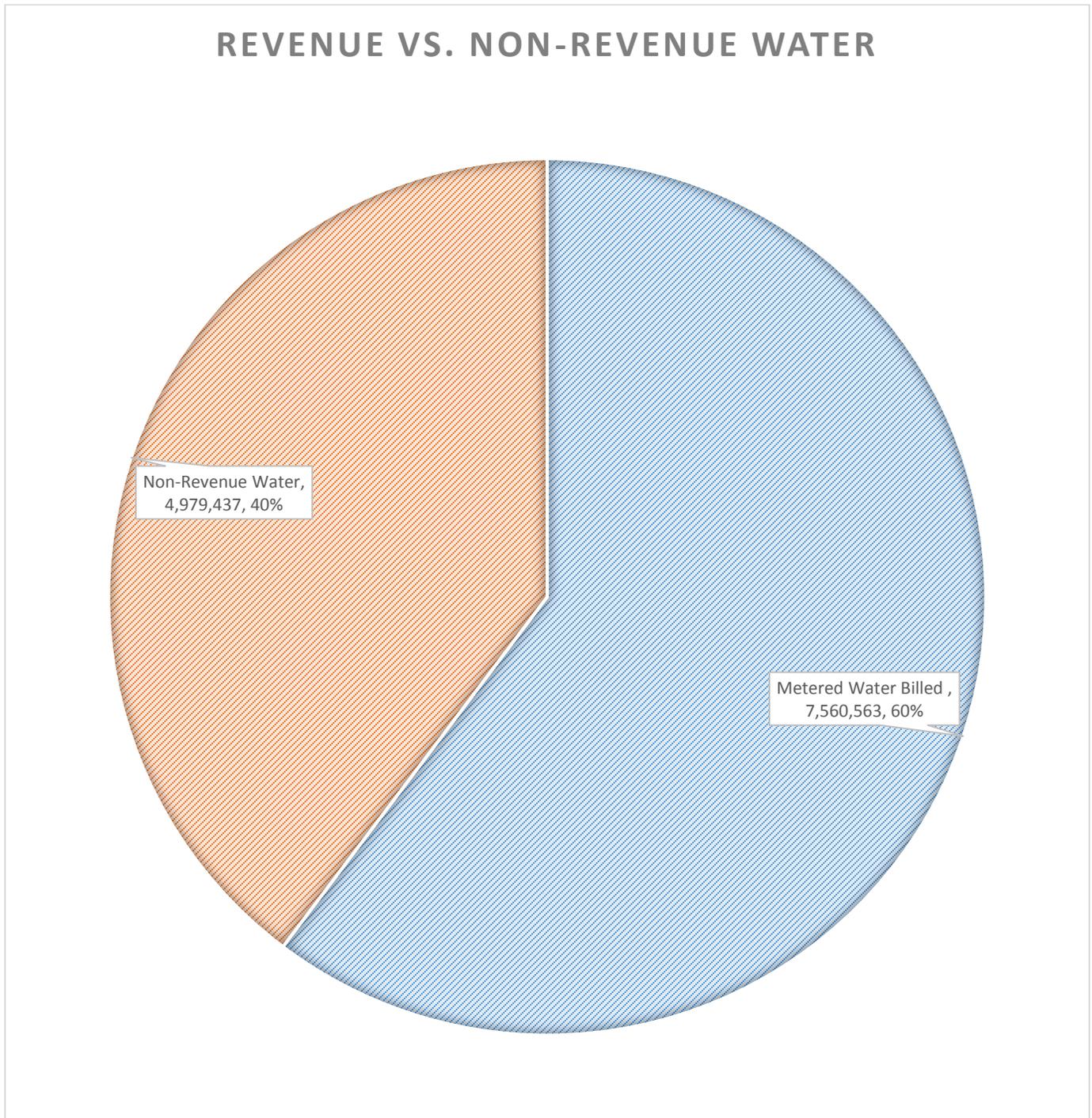
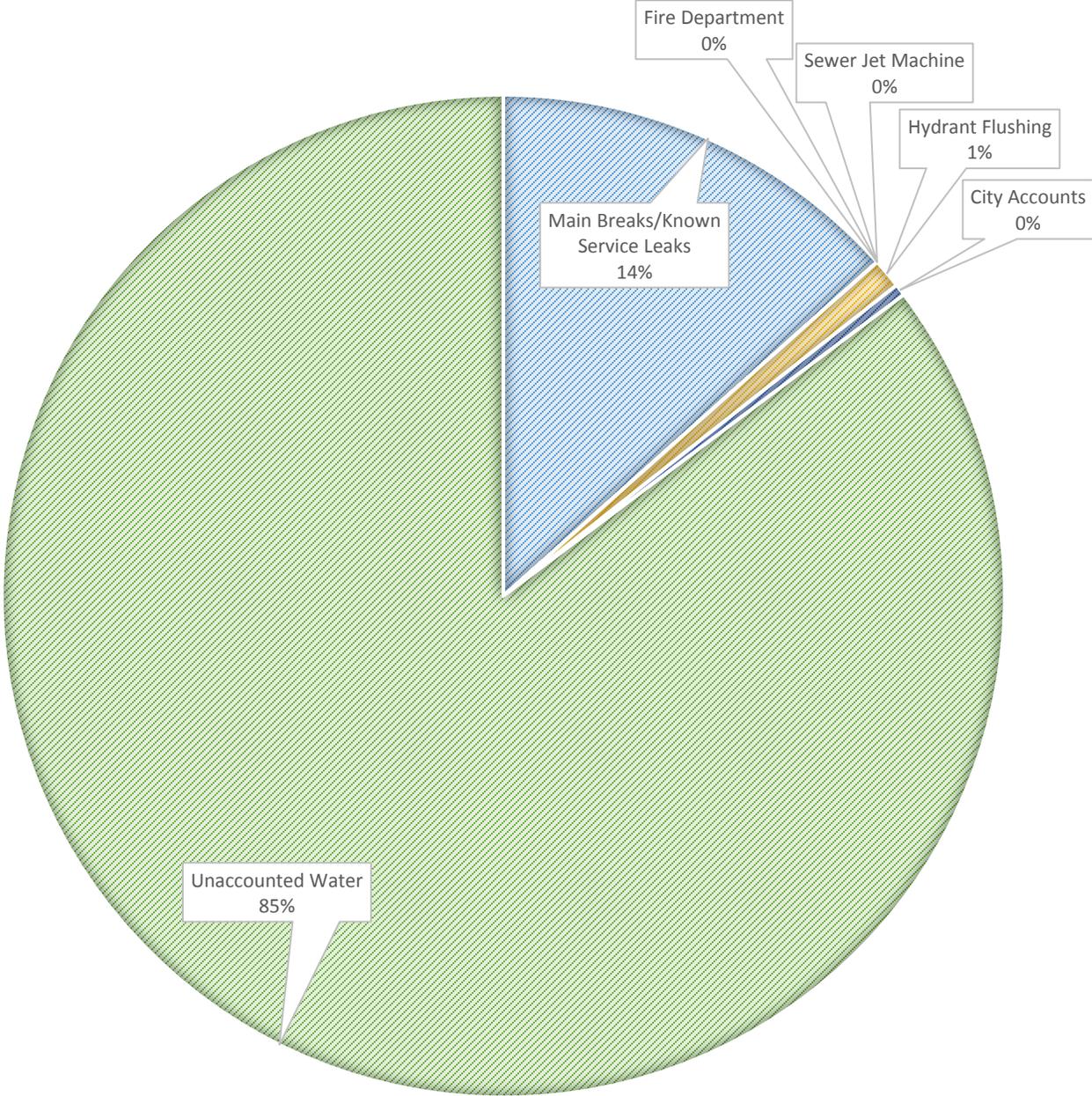


Table 2.9  
Non-Revenue Water Breakdown

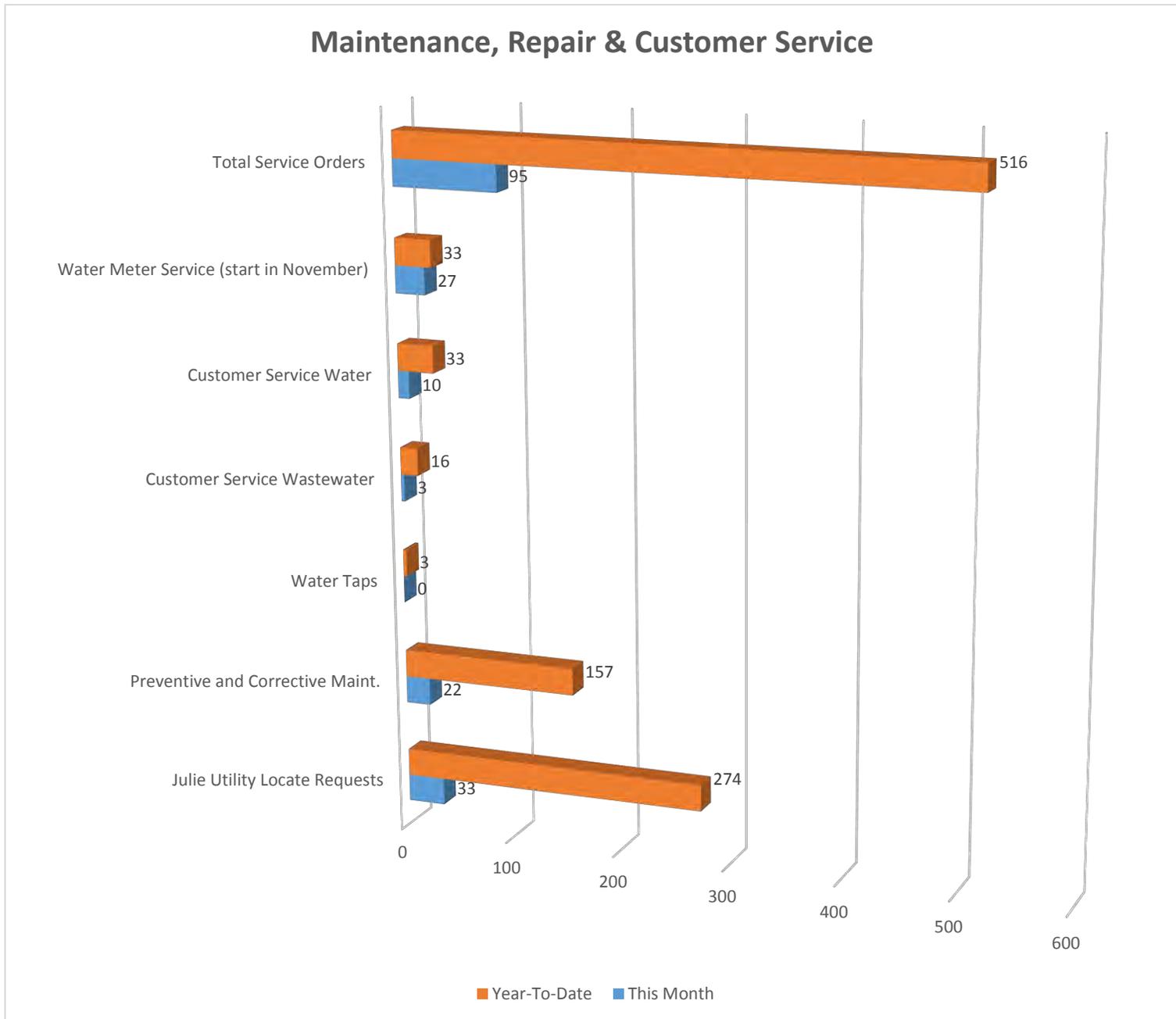
### NON-REVENUE WATER SUMMARY



### 3.0 MAINTENANCE, REPAIR, & CUSTOMER SERVICE

All routine and preventative maintenance as specified in American Water Contract Services' operating agreement completed during January. Table 3.1 Summarizes service provided for the month of January 2018 and YTD.

Table 3.1  
Maintenance Service Summary



## 4.0 SAFETY *100% Of our Behavior – 100% of the Time*

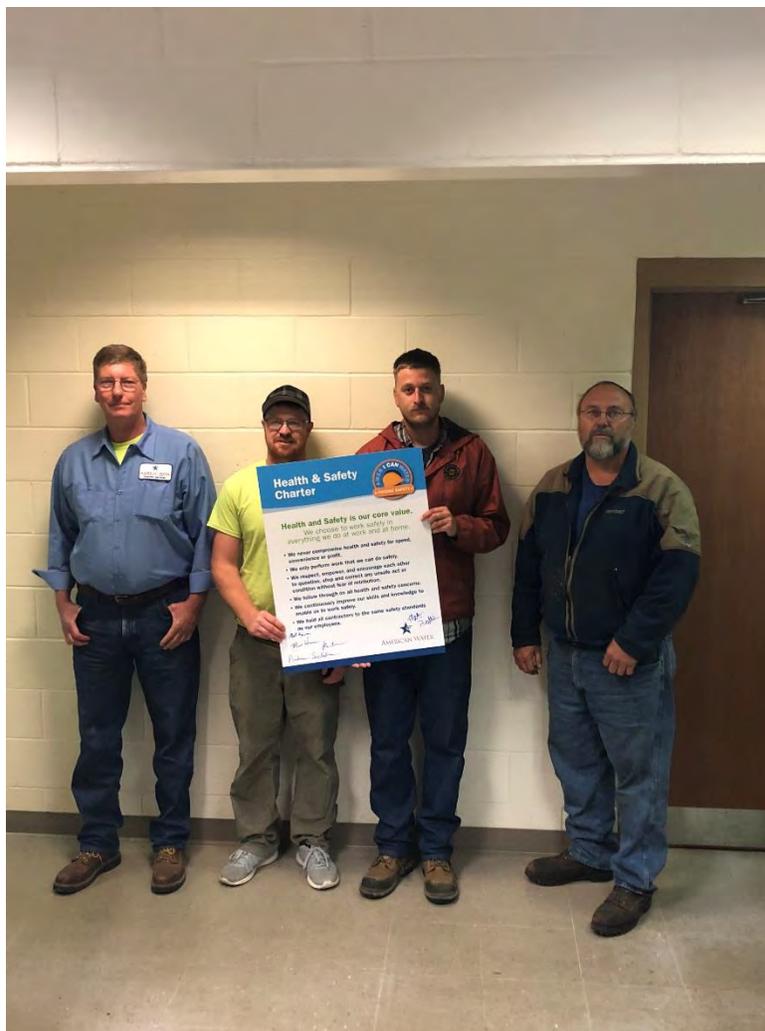
### 4.1 TRAINING

Safety training completed with daily safety topics, weekly safety reminders, and monthly in-house training. The monthly safety training covered Compressed Gas Safety. American Water hosted a webinar outlining our safety initiatives for 2018.

### 4.2 SAFETY INSPECTIONS

The monthly safety audit conducted on 1/29/18.

For the month of January, the American Water Contract Services Monthly Audit Safety rating was at 99%. No lost time accidents for the month of January. We have worked 346 days since a lost time accident. There are currently zero Corrective Action Safety Projects open.



# *Monthly Operations Report*



*February 2018*

*Prepared for*

*The City of Galena*

*By Matt Trotter*

*Project Manager*

## 1.0 WASTEWATER OPERATIONS

### 1.1 EFFLUENT QUALITY

As indicated in Table 1.2, and Table 1.3, the effluent quality for the Galena Wastewater Treatment Plant was within NPDES permit parameters. The discharge monitoring reports electronically submitted to IEPA in March 2018.

Table 1.2

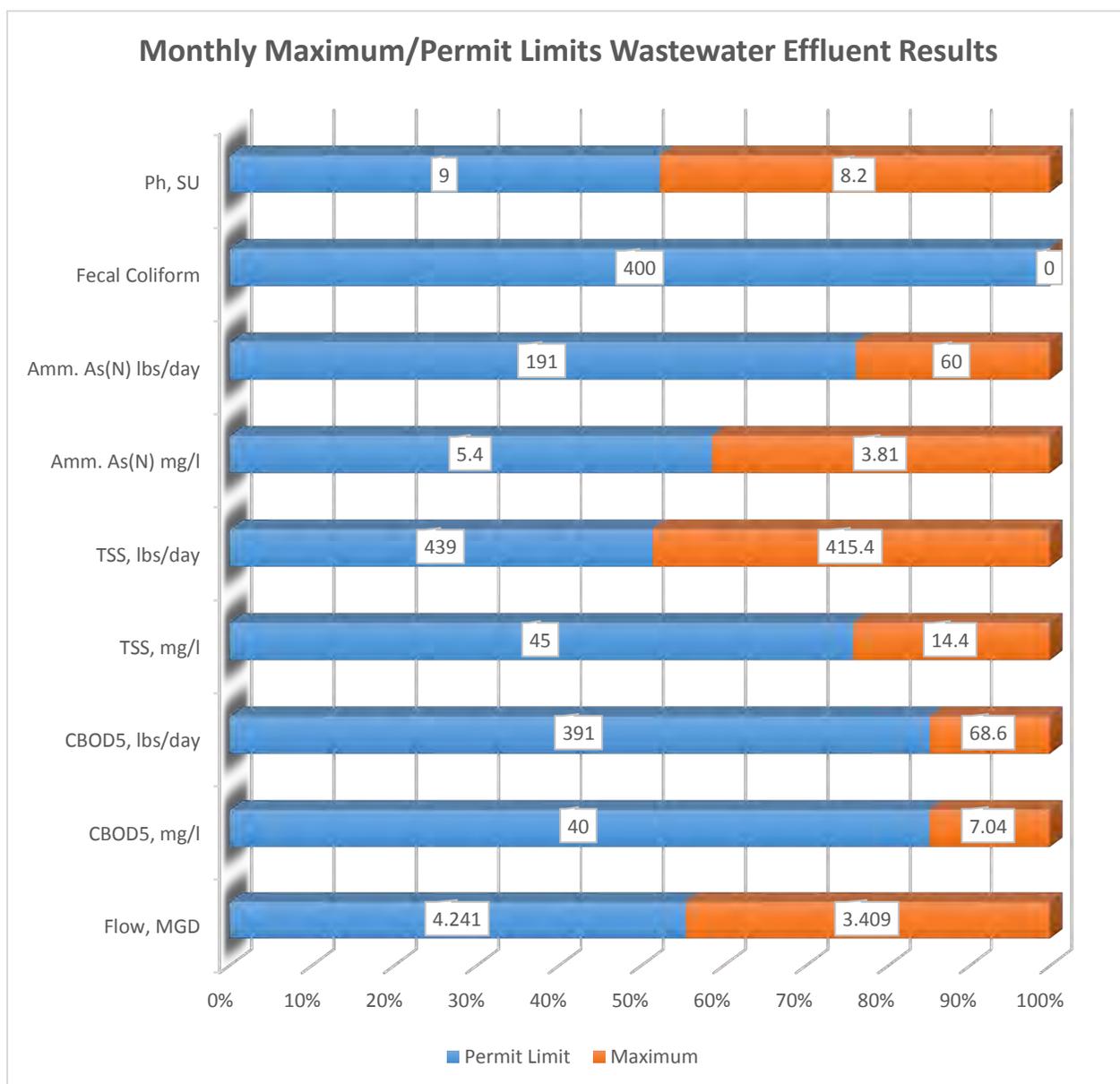
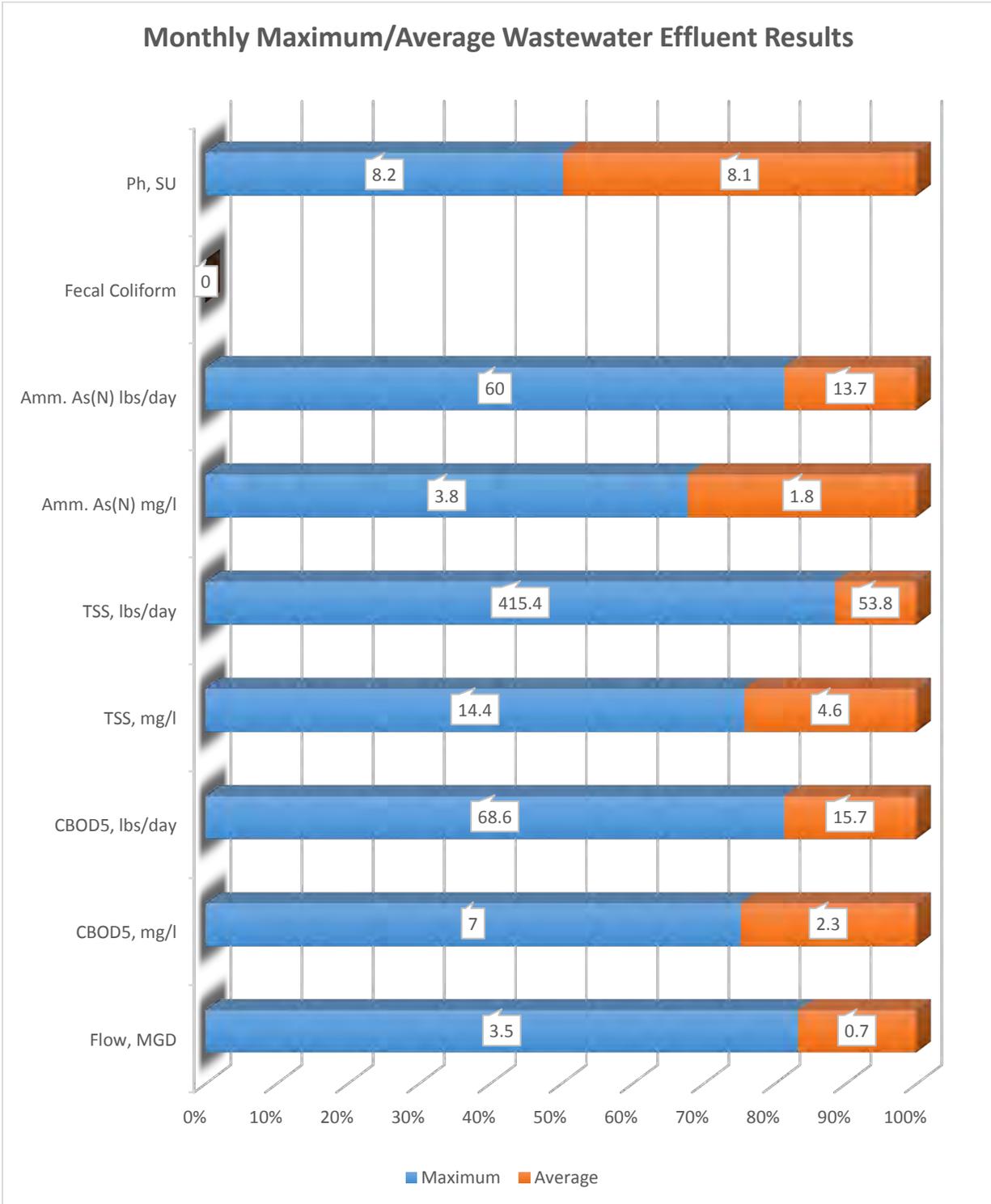


Table 1.3



## 2.0 WATER OPERATIONS

### 2.1 WATER QUALITY

Fluoride and bacteria water samples collected and sent to outside laboratories for analysis. All samples within IEPA and Department of Health water quality standards. All wells checked, inspected, and tested on a daily basis, and the Horseshoe Mound Water Reservoir checked and inspected on a weekly basis to assure a clean and adequate potable water supply.

### 2.2 WATER PRODUCTION

Total water produced **13,413,000 gallons**. The daily average water produced **479,036 gallons per day**. Monthly pumping shown in Table 2.3. Monthly residual data shown in table 2.4. Daily water produced shown in Table 2.5.

Table 2.3

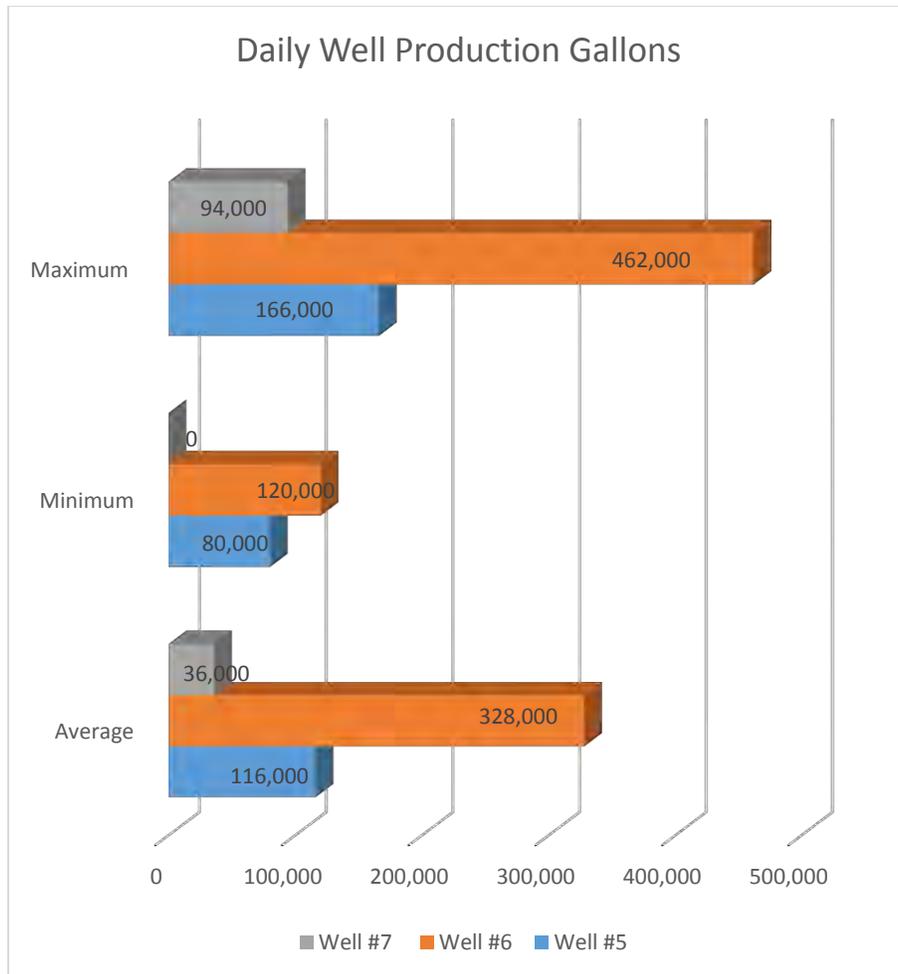


Table 2.4

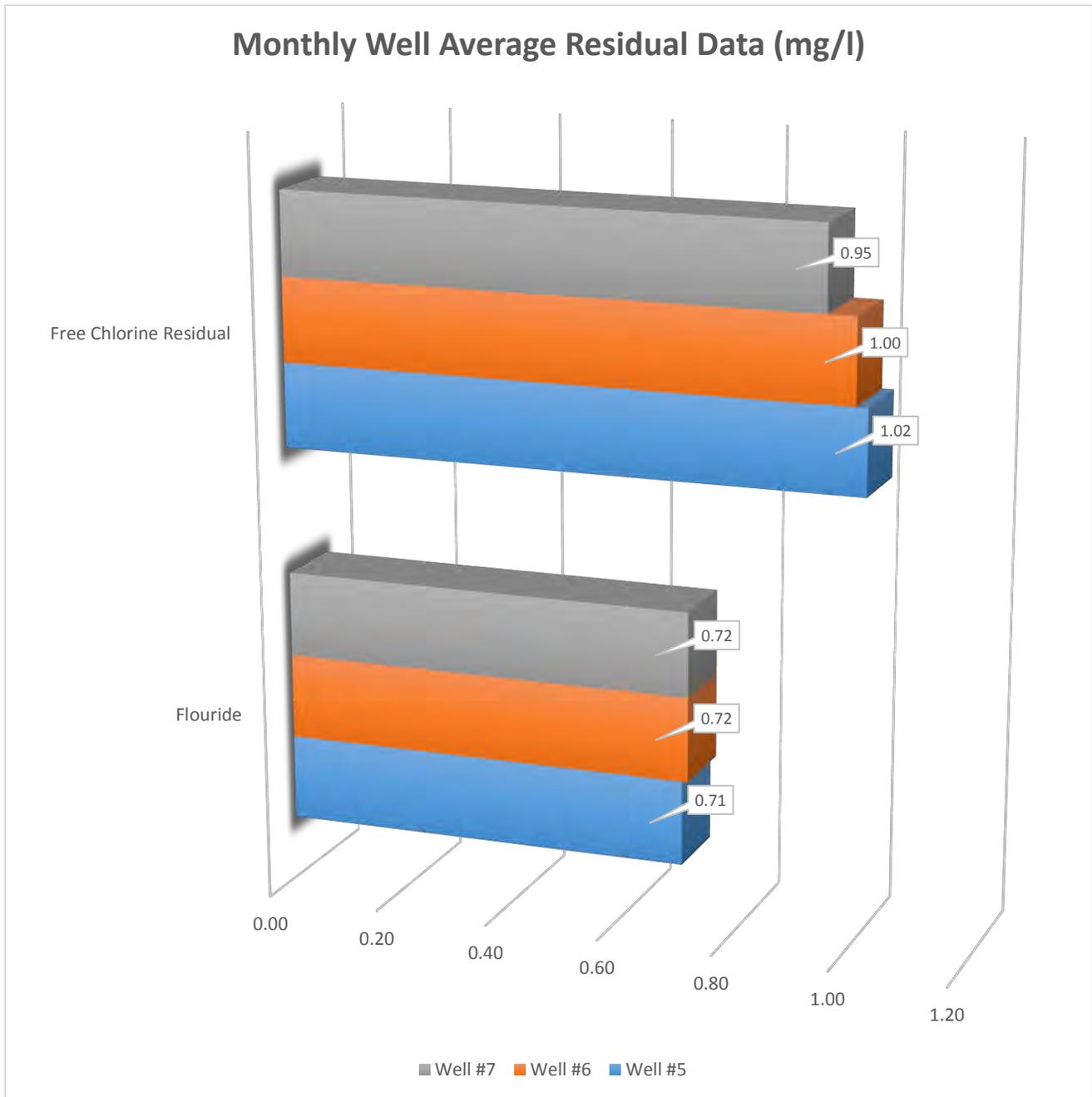
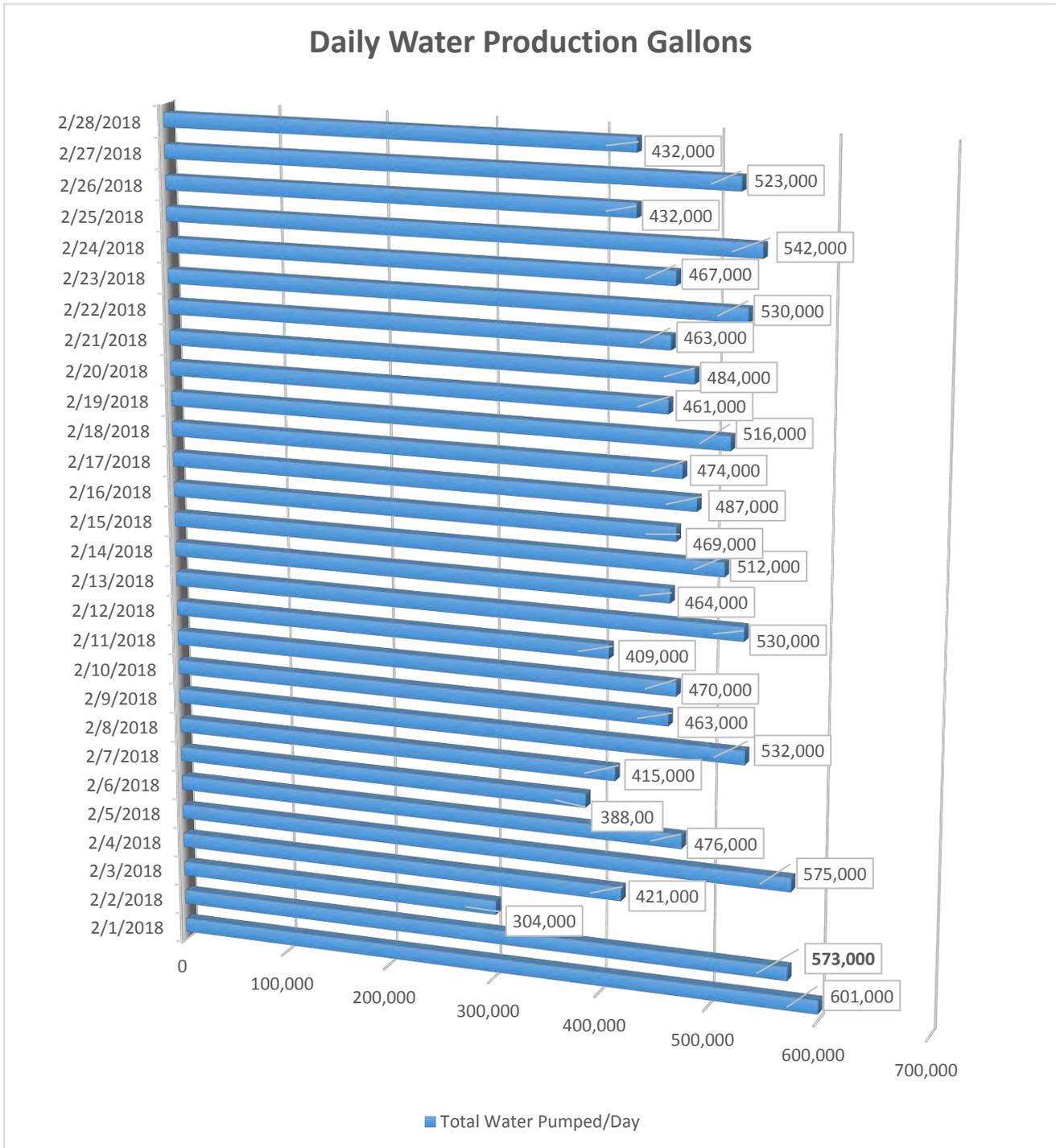


Table 2.5



## 2.6 WATER LOSS

Un-metered water used in the City of Galena equates to lost revenue in water and sewer user fees. Water accounting for the period of January 16, 2018 – February 15, 2018 in Table 2.7 and table 2.8.

Table 2.7

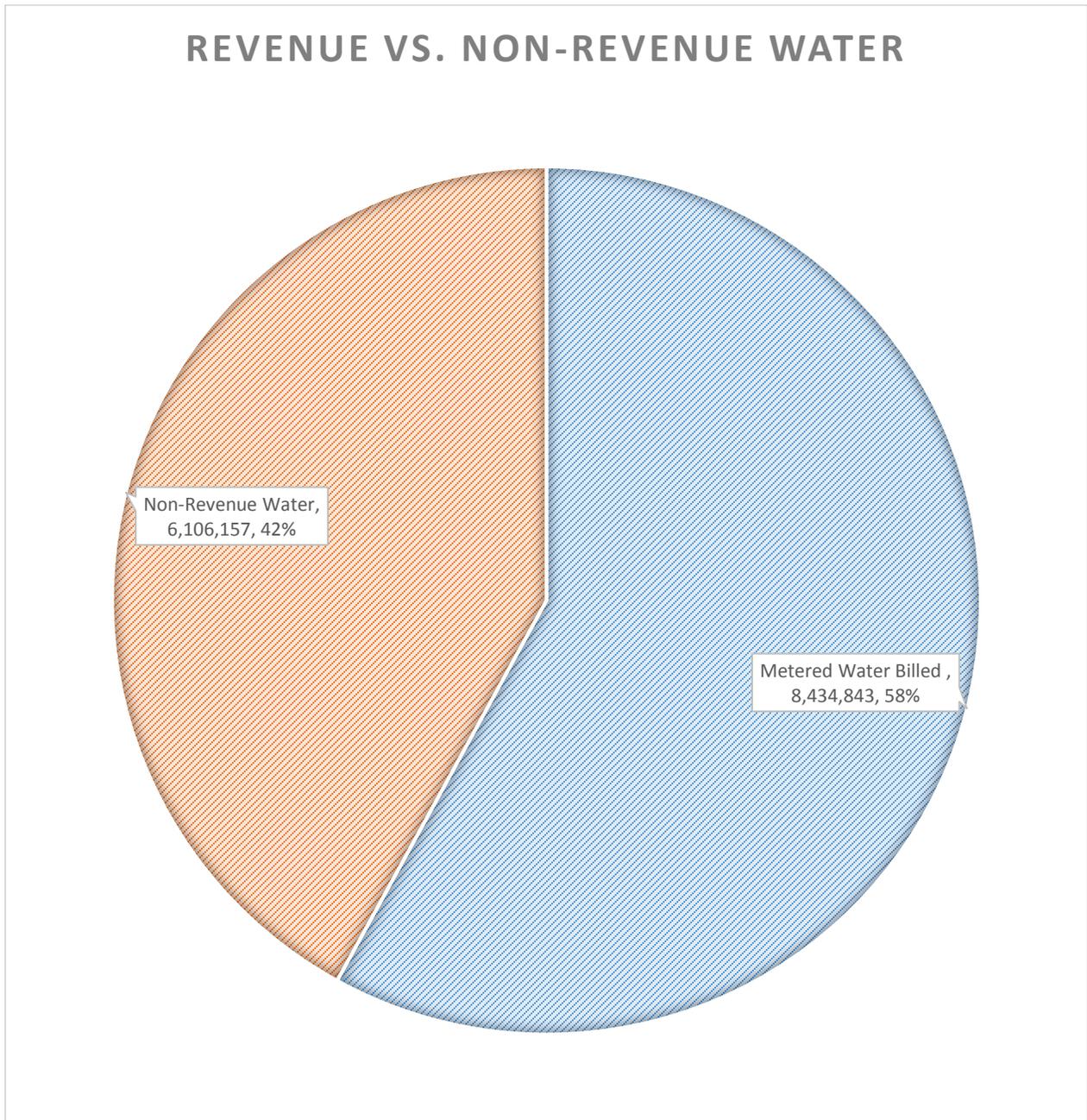
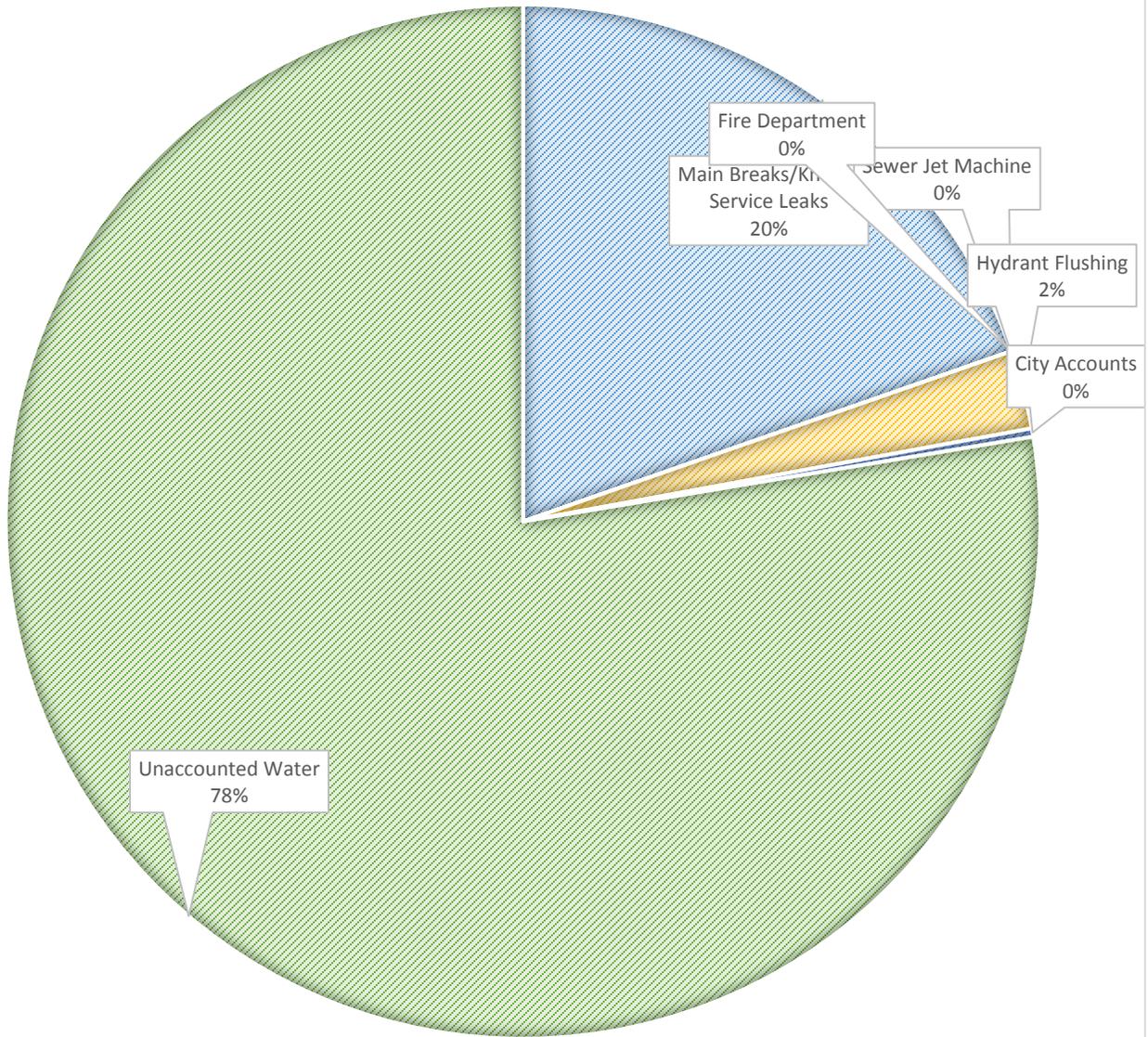


Table 2.8

## NON-REVENUE WATER SUMMARY

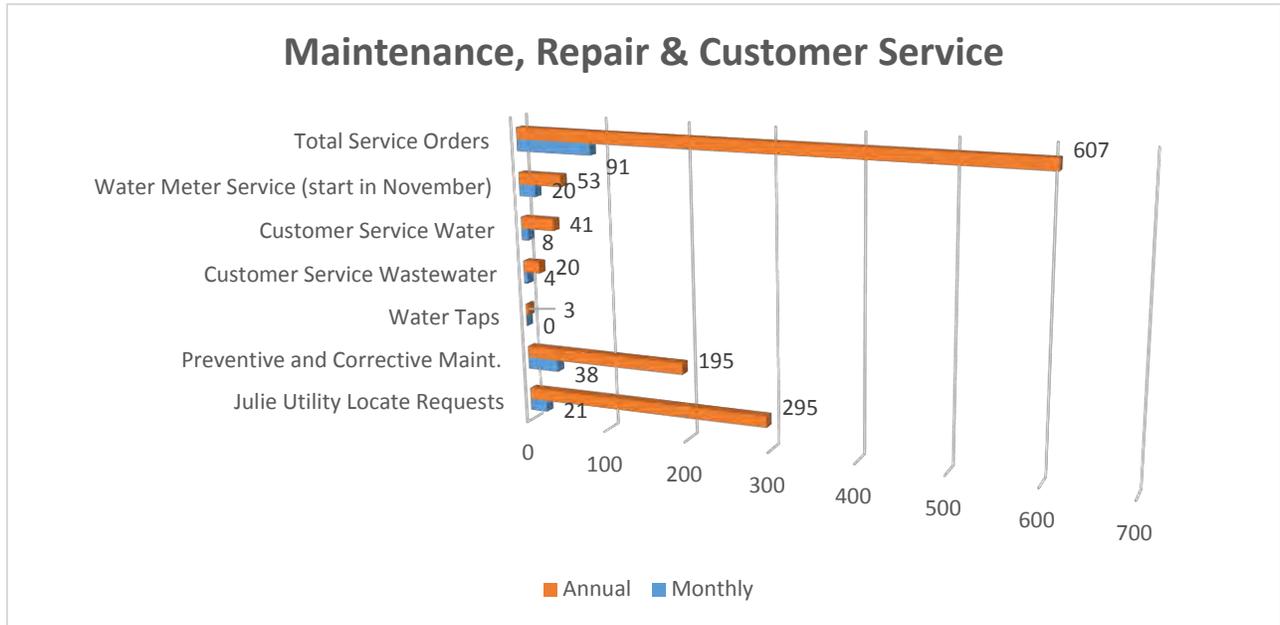


### 3.0 MAINTENANCE, REPAIR, & CUSTOMER SERVICE

#### 3.1 WATER LOSS

All routine and preventative maintenance as specified in American Water Contract Services’ operating agreement completed. Table 3.1 Summarizes service provided.

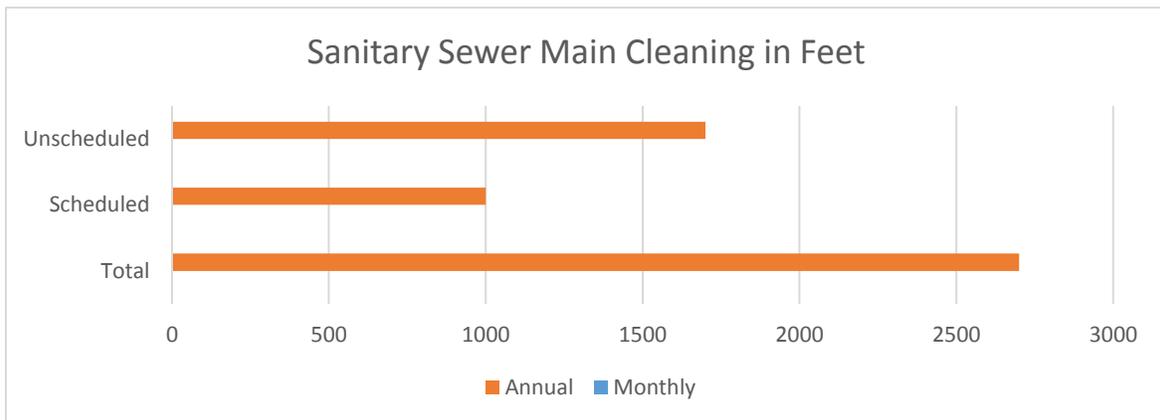
Table 3.2



#### 3.3 COLLECTION SYSTEM OPERATIONS

All lift stations operated properly during the month of February. All lift stations and wet wells were routinely checked each week for proper operation during the month. Table 3.3 shows Sewer Main Maintenance for the month of February 2018.

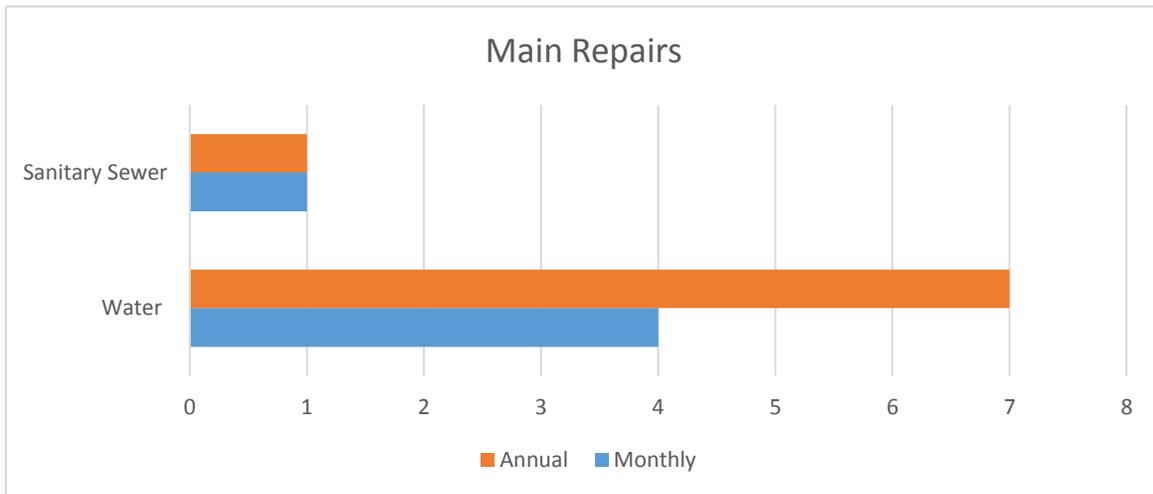
Table 3.4



### 3.5 DISTRIBUTION & COLLECTION SYSTEMS

All routine maintenance completed for the month of February 2018. Table 3.6 summarizes main repairs.

Table 3.6



### 3.7 Water Main Break Summary

#### 2/03/18

4 inch cast iron pipe break at 320 South Street. Twenty-four customers were out of service. Public Works assisted with the excavation. The pipe had a hole near a bell joint caused by deteriorating pipe material and extreme temperatures. The bell joint and damaged area were cut out and a new section of pipe was installed. A section of sanitary sewer main was also cut out and replaced. The boil order was extended as we evaluated the leak at 607 S. High Street and lifted on 2/07/18.

#### 2/05/18

4 inch cast iron pipe break at 316 Gear Street. Eight customers were out of service. Louie’s Trenching assisted with excavation. The pipe had a circular crack caused by deteriorating pipe material and extreme temperatures. A repair clamp was installed and the boil order was lifted 2/6/18.

#### 2/07/18

6 inch cast pipe break at 607 S. High Street. Twenty-four customers were out of service. Windy Hill Construction Assisted with the excavation. The pipe had a circular crack caused by deteriorating pipe material and extreme temperatures. A repair clamp was installed and the boil order was lifted 2/9/18.

#### 2/10/18

6 inch cast pipe break at 607 S. High Street. Five customers were out of service. Windy Hill Construction Assisted with the excavation. The pipe had a circular crack caused by deteriorating pipe material and extreme temperatures. A repair clamp was installed and the boil order was lifted 2/13/18.



# *Monthly Operations Report*



*March 2018*

*Prepared for*

*The City of Galena*

*By Matt Trotter*

*Project Manager*

## 1.0 WASTEWATER OPERATIONS

### 1.1 EFFLUENT QUALITY

As indicated in Table 1.2, and Table 1.3, the effluent quality for the Galena Wastewater Treatment Plant was within NPDES permit parameters. The discharge monitoring reports electronically submitted to IEPA in March 2018.

Table 1.2

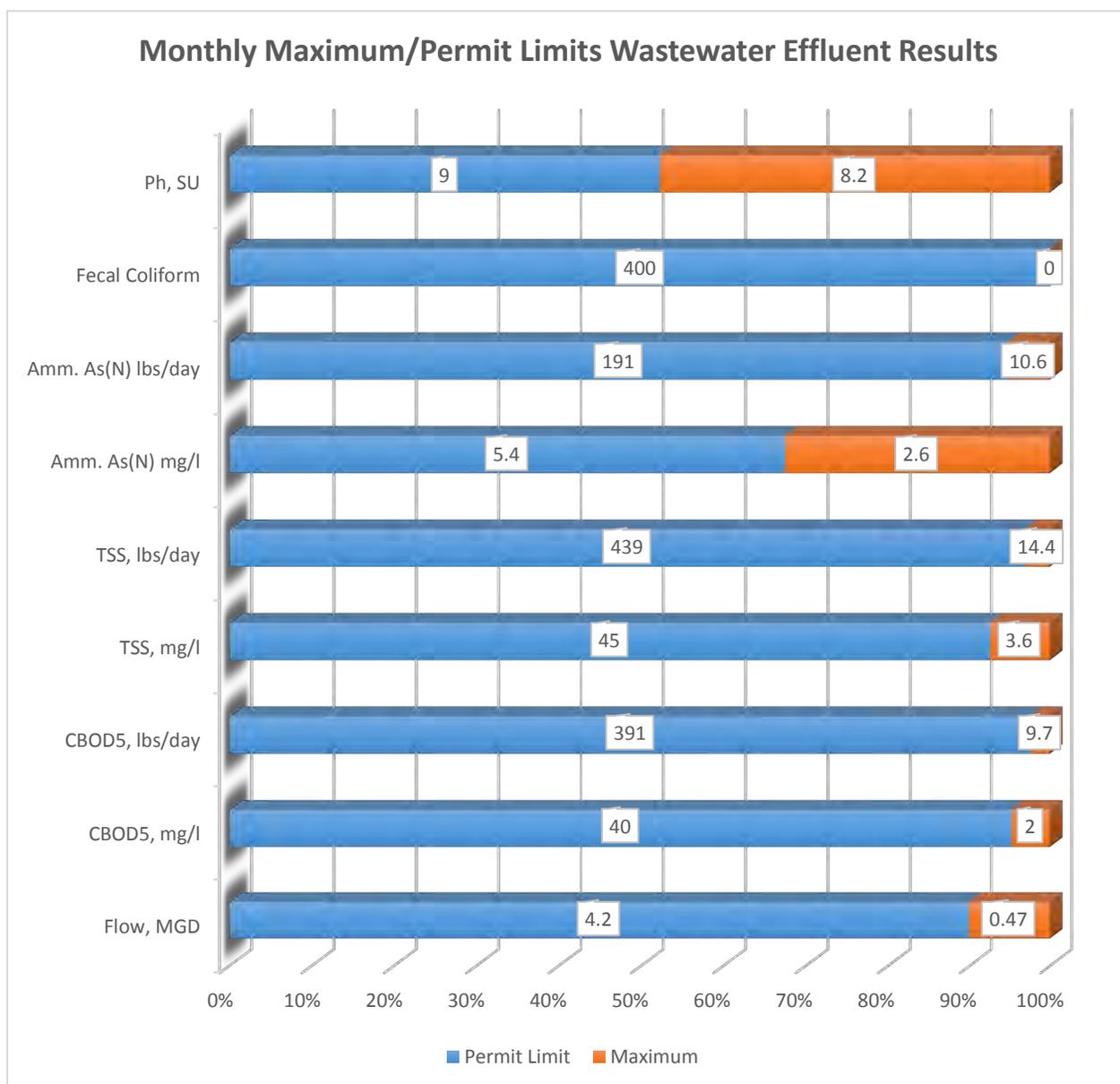
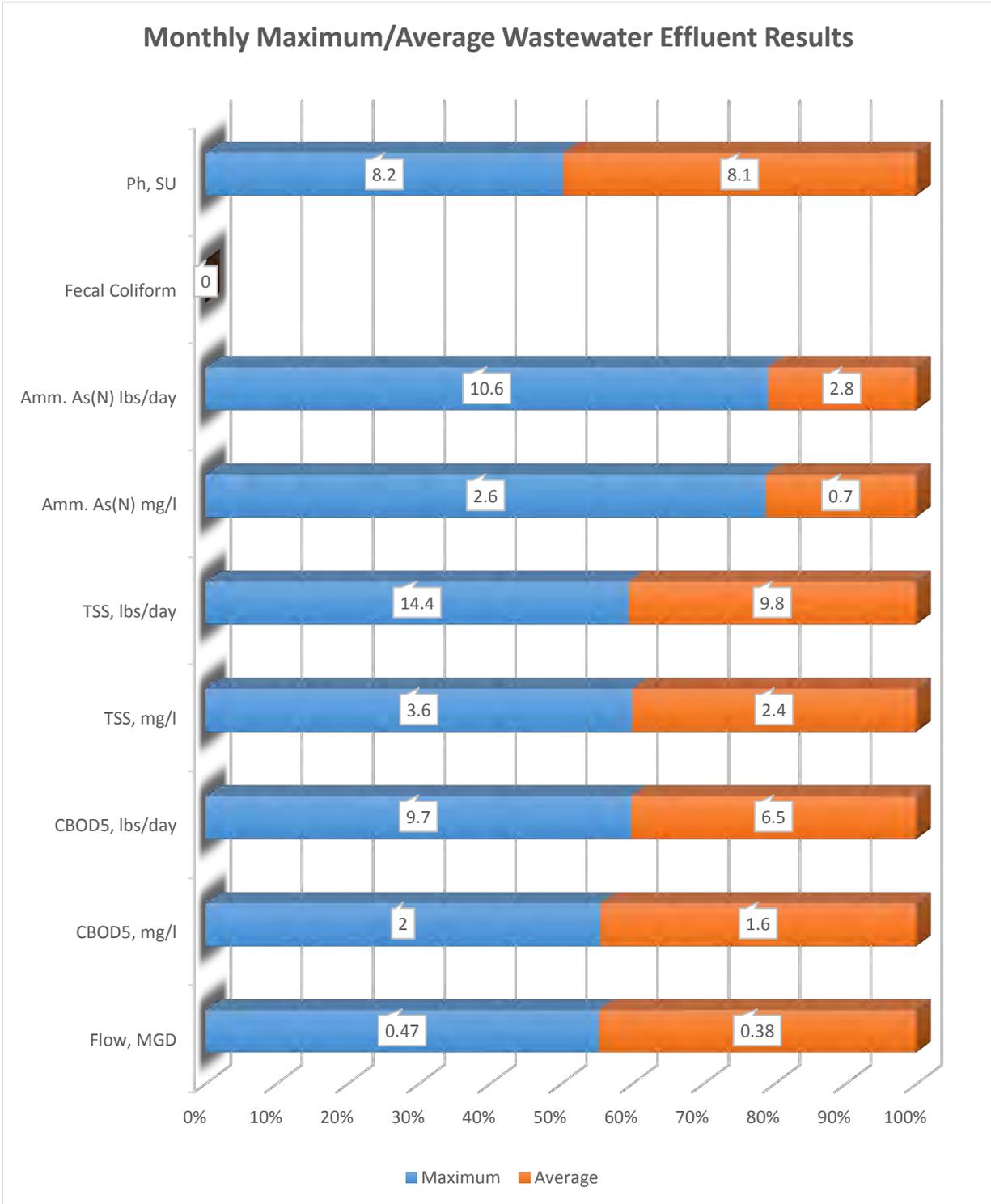


Table 1.3



## 2.0 WATER OPERATIONS

### 2.1 WATER QUALITY

Fluoride and bacteria water samples collected and sent to outside laboratories for analysis. All samples within IEPA and Department of Health water quality standards. All wells checked, inspected, and tested on a daily basis, and the Horseshoe Mound Water Reservoir checked and inspected on a weekly basis to assure a clean and adequate potable water supply.

### 2.2 WATER PRODUCTION

Total water produced **15,371,000 gallons**. The daily average water produced **495,839 gallons per day**. Monthly pumping shown in Table 2.3. Monthly residual data shown in table 2.4. Daily water produced shown in Table 2.5.

Table 2.3

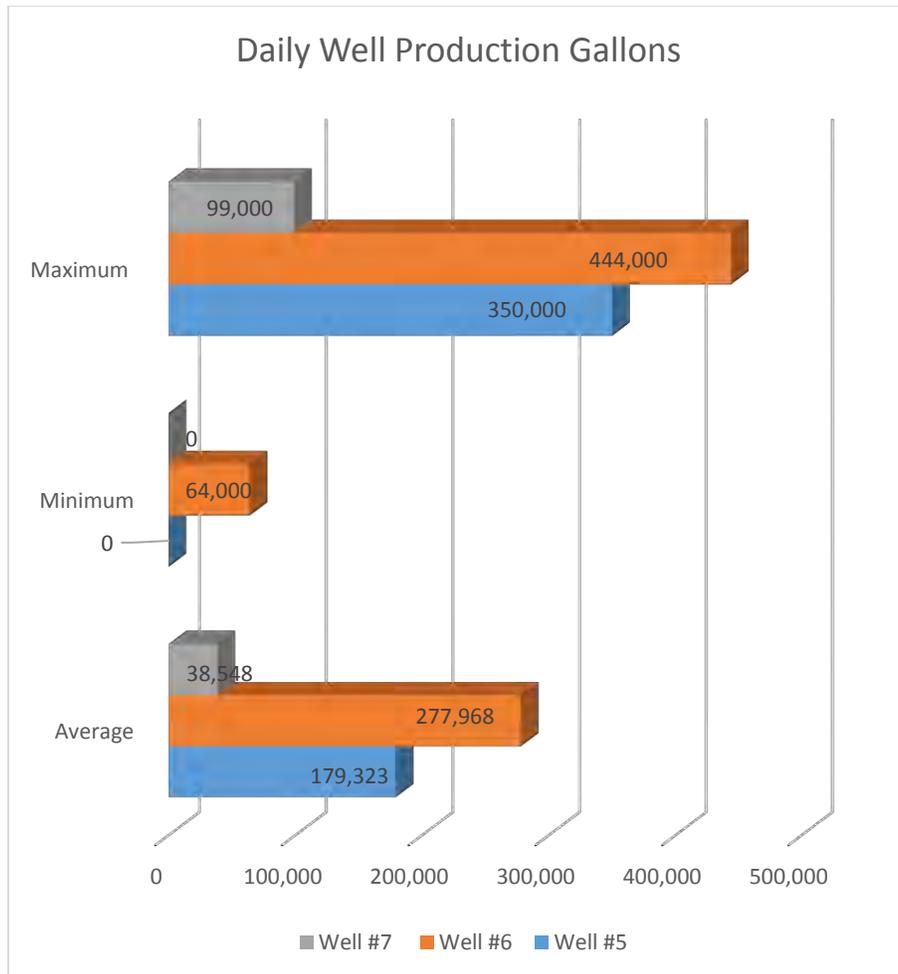


Table 2.4

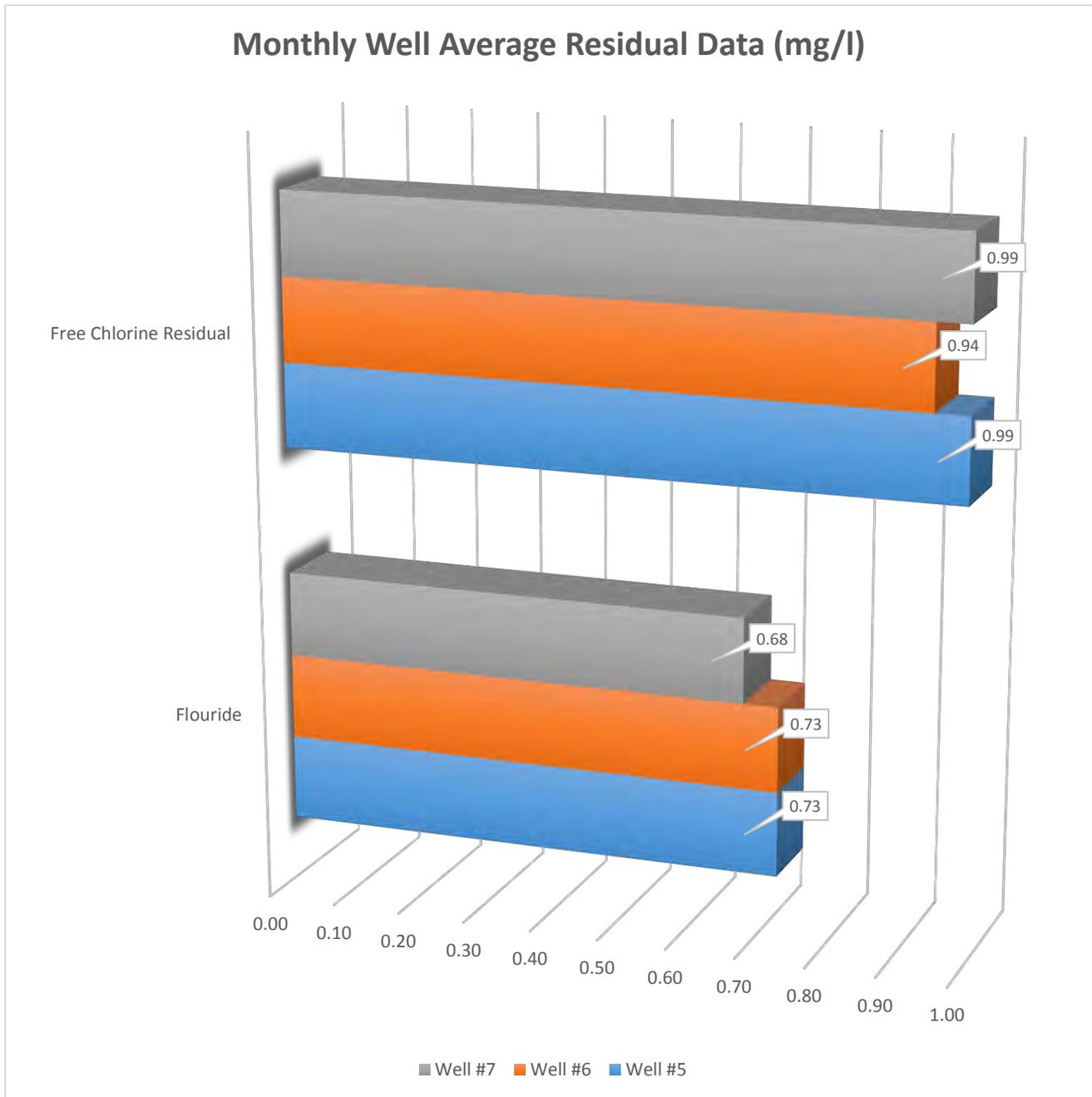
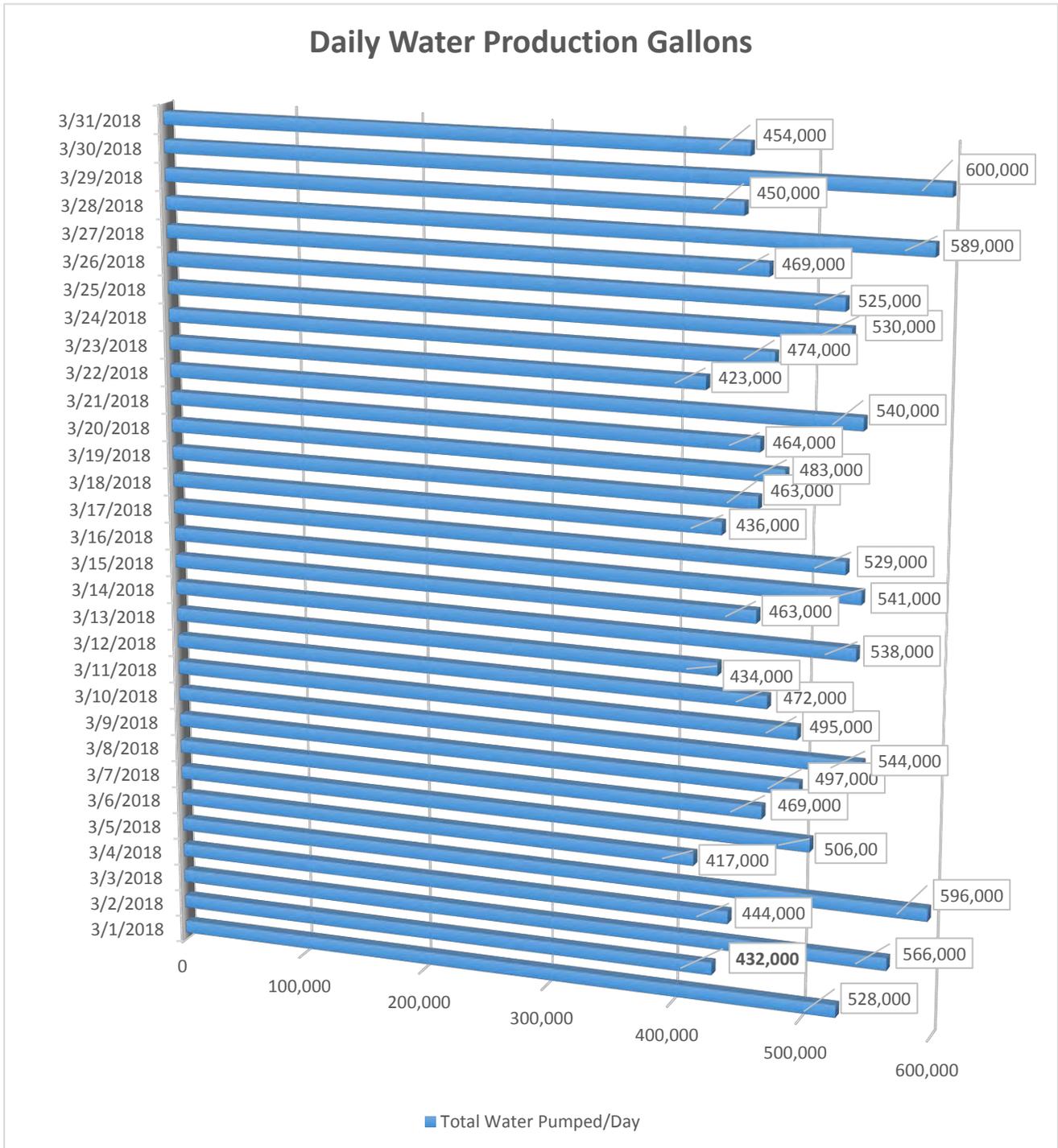


Table 2.5



## 2.6 WATER LOSS

Un-metered water used in the City of Galena equates to lost revenue in water and sewer user fees. Water accounting for the period of February 16, 2018 – March 15, 2018 in Table 2.7 and table 2.8.

Table 2.7

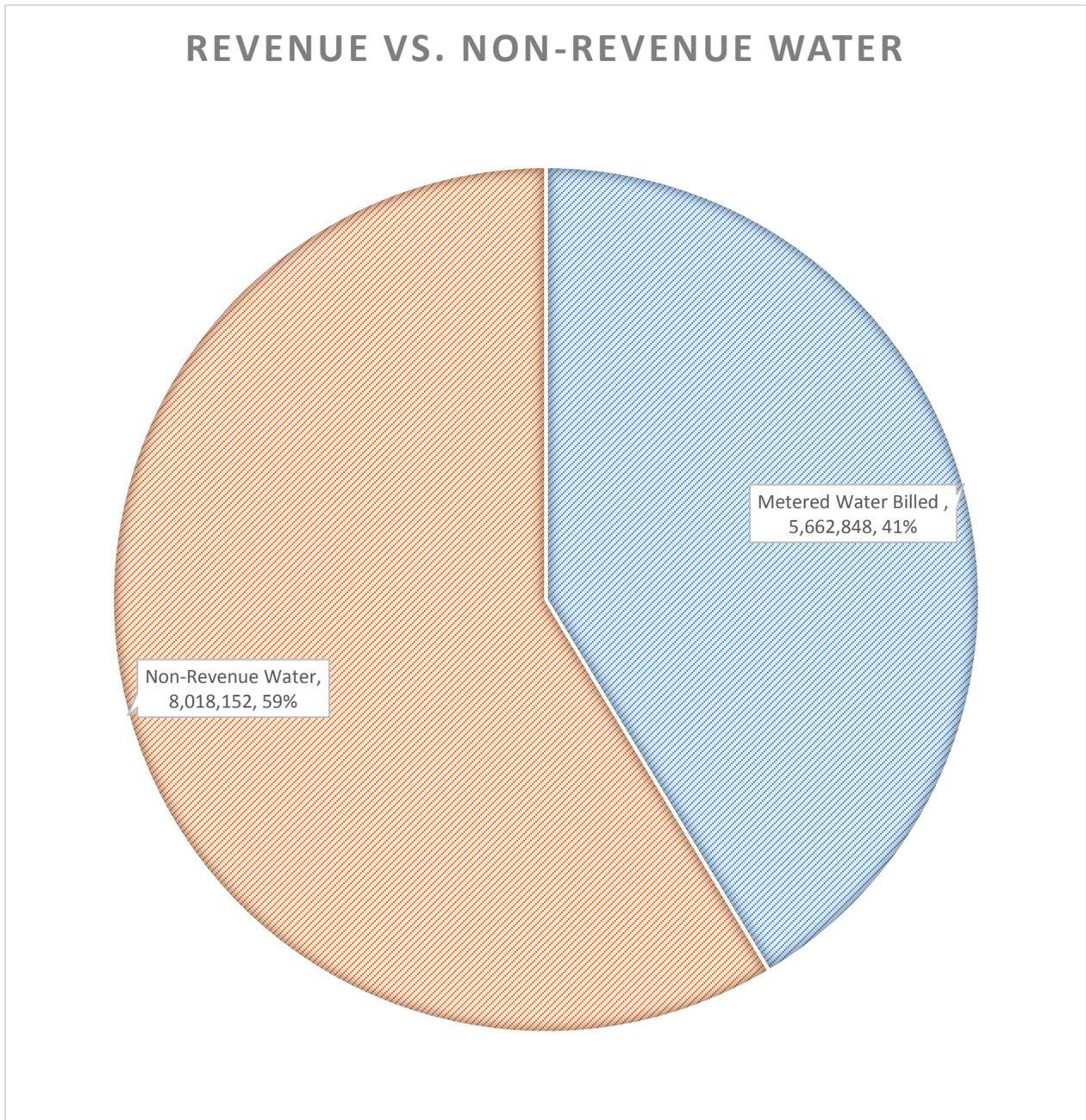
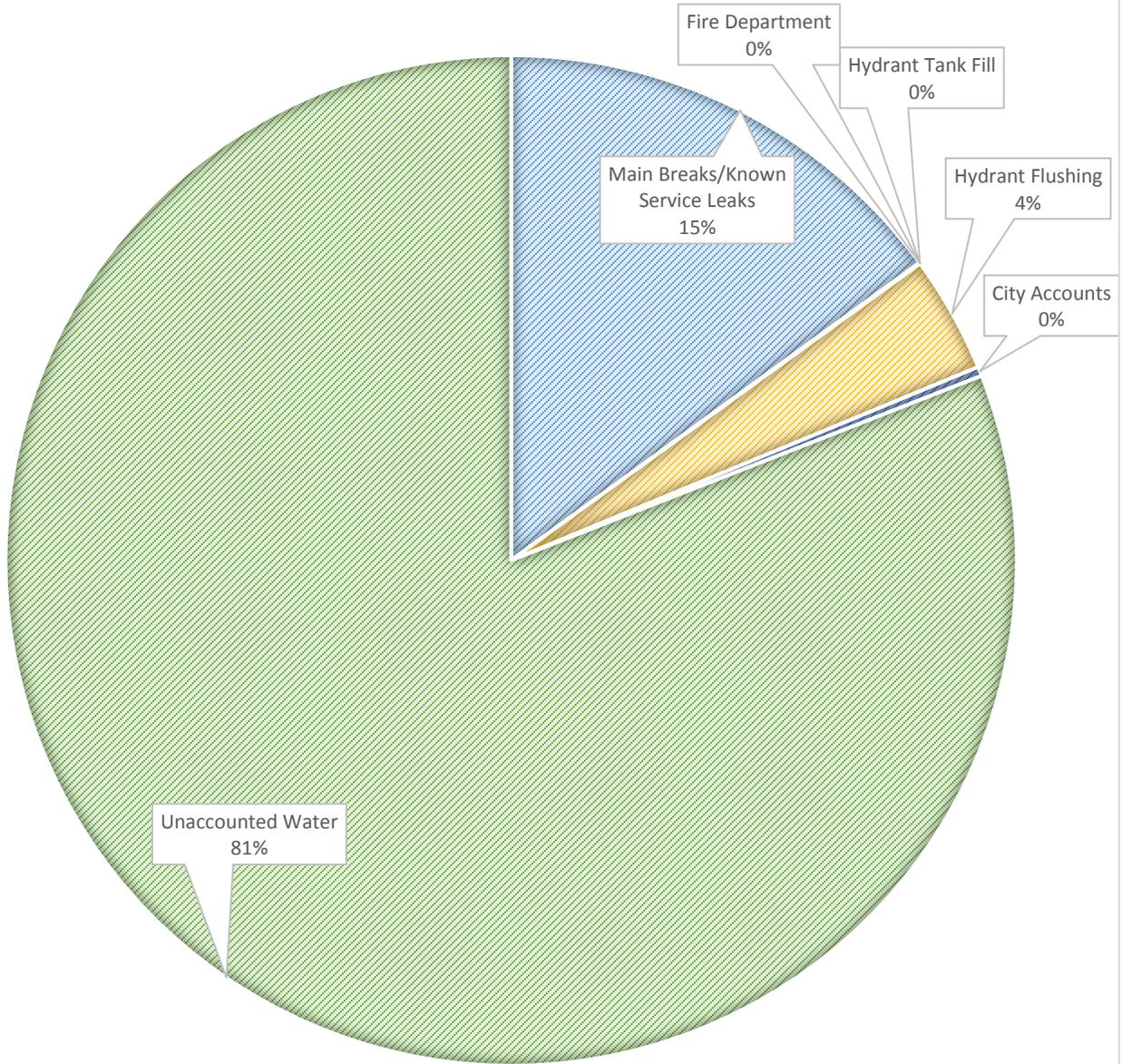


Table 2.8

## NON-REVENUE WATER SUMMARY

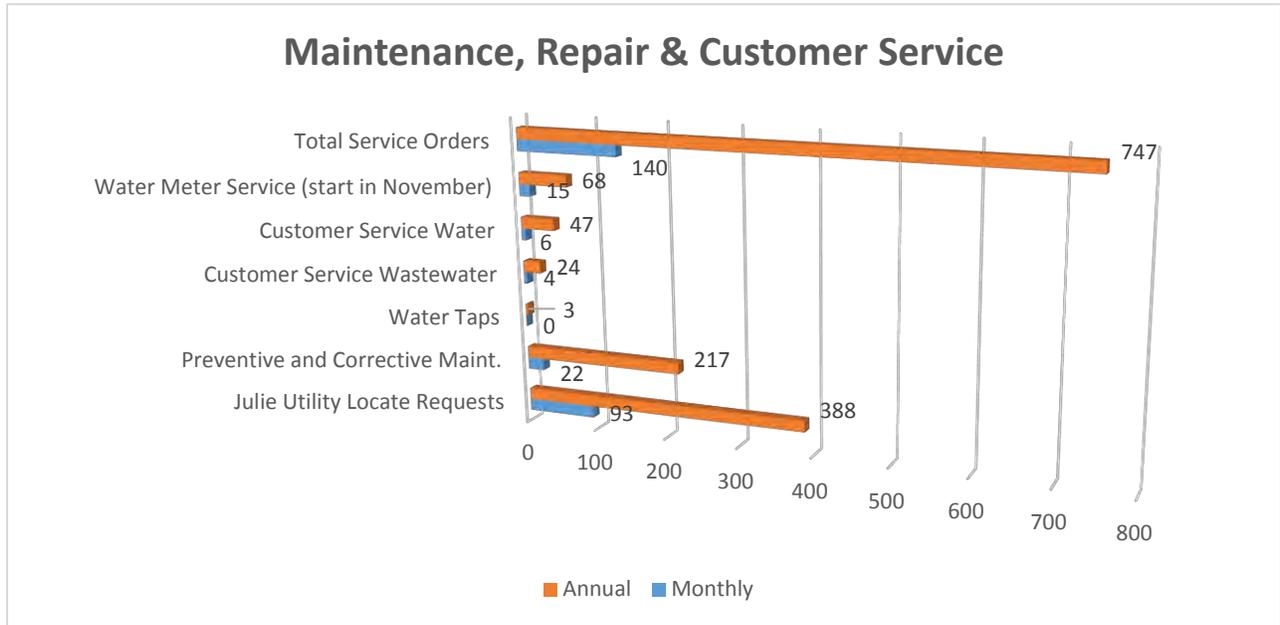


### 3.0 MAINTENANCE, REPAIR, & CUSTOMER SERVICE

#### 3.1 WATER LOSS

All routine and preventative maintenance as specified in American Water Contract Services’ operating agreement completed. Table 3.1 Summarizes service provided.

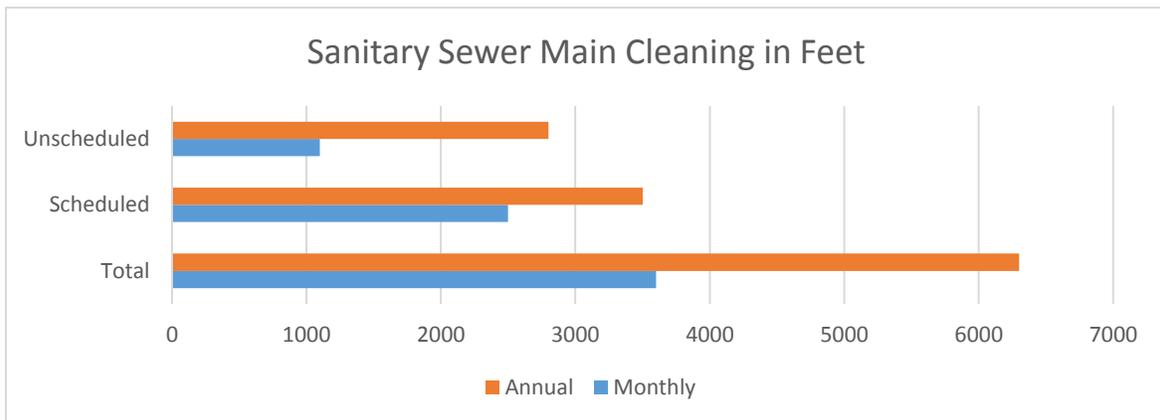
Table 3.2



#### 3.3 COLLECTION SYSTEM OPERATIONS

All lift stations operated properly during the month of March. All lift stations and wet wells were routinely checked each week for proper operation during the month. Table 3.3 shows Sewer Main Maintenance for the month of March 2018.

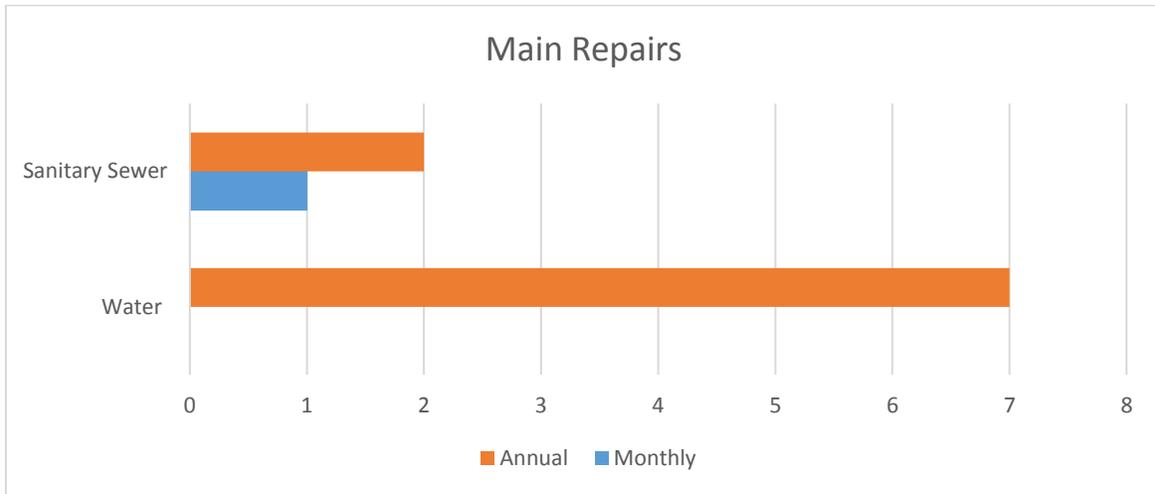
Table 3.4



### 3.5 DISTRIBUTION & COLLECTION SYSTEMS

All routine maintenance completed for the month of March 2018. Table 3.6 summarizes main repairs.

Table 3.6



### 3.8 Sanitary Sewer Main Repair

On March 28<sup>th</sup> a resident of 311 Hill Street reported a leak in front of her home. The leak was determined to be sanitary sewer and AW contacted Kruser Septic to assist with jetting. Initial exploration discovered forty feet of tree roots restricting the line. After the roots were removed it was evident additional sewer main blockage remained further uphill. Continued jetting activity cleared the line enough to allow flow, but the sudden release overwhelmed the 6" pipe resulting in a sanitary sewer overflow. Public Works and Kruser Septic assisted with site cleanup. Regulations require reporting of the overflow to the Illinois EPA and all reports have been submitted. A sewer camera revealed offset clay tile which will be repaired in April. Once the repair is complete the entire section will be evaluated for additional repairs or replacement.



Tile Offset

## 4.0 SAFETY *100% Of our Behavior – 100% of the Time*

### 4.1 TRAINING

Safety training completed with daily safety topics, weekly safety reminders, and monthly in-house training. In-house training covered Heat Stress. American Water hosted a webinar outlining Electrical Hot Work and Respiratory Protection. On May 9<sup>th</sup> and 10<sup>th</sup> American Water will host onsite training for the both American Water and Galena Public Works Employees. The safety professional will cover arc flash, lockout/tagout, work zone safety, and confined space/excavation/shoring.

### 4.2 SAFETY INSPECTIONS

Safety audit conducted before 3/31/18. American Water Contract Services Monthly Audit Safety rating was at 99%. No lost time accidents. We have worked 405 days since a lost time accident. There are currently zero Corrective Action Safety Projects open.



# *Monthly Operations Report*



*April 2018*

*Prepared for*

*The City of Galena*

*By Matt Trotter*

*Project Manager*

## 1.0 WASTEWATER OPERATIONS

### 1.1 EFFLUENT QUALITY

As indicated in Table 1.2, and Table 1.3, the effluent quality for the Galena Wastewater Treatment Plant was within NPDES permit parameters. The discharge monitoring reports electronically submitted to IEPA in April 2018.

Table 1.2

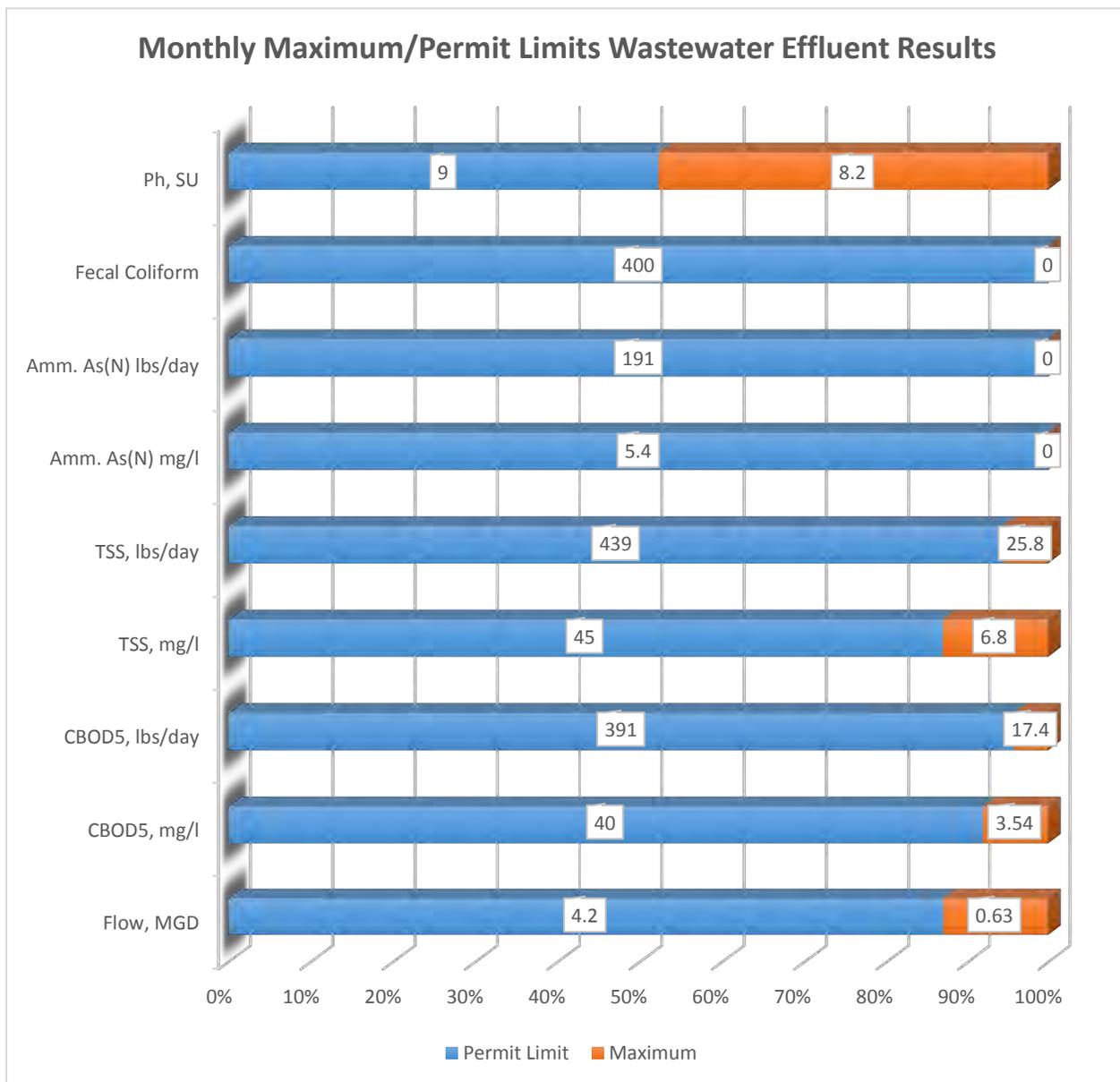
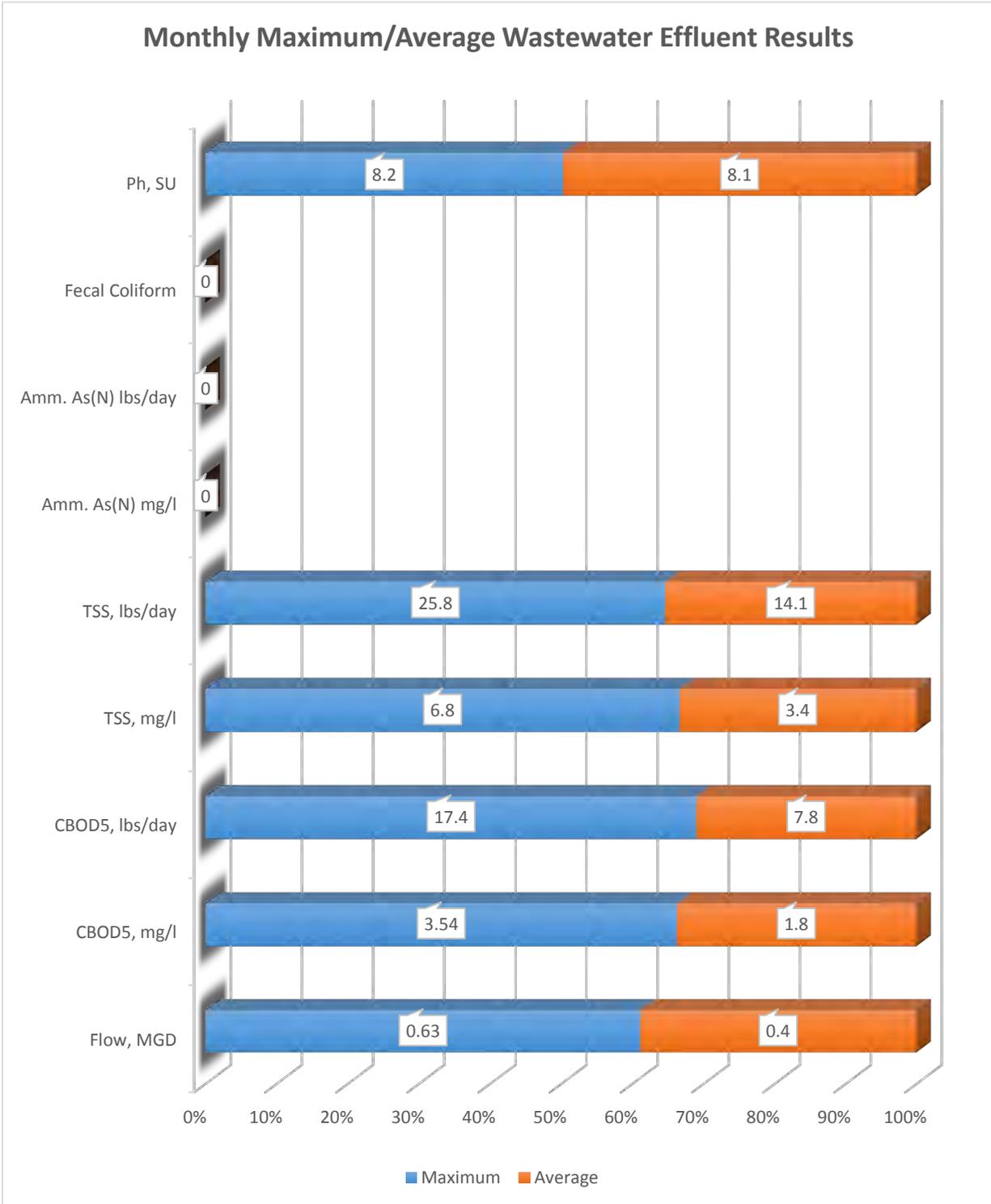


Table 1.3



## 2.0 WATER OPERATIONS

### 2.1 WATER QUALITY

Fluoride and bacteria water samples collected and sent to outside laboratories for analysis. All samples within IEPA and Department of Health water quality standards. All wells checked, inspected, and tested on a daily basis, and the Horseshoe Mound Water Reservoir checked and inspected on a weekly basis to assure a clean and adequate potable water supply.

### 2.2 WATER PRODUCTION

Total water produced **15,861,000 gallons**. The daily average water produced **528,700 gallons per day**. Monthly pumping shown in Table 2.3. Monthly residual data shown in table 2.4. Daily water produced shown in Table 2.5.

Table 2.3

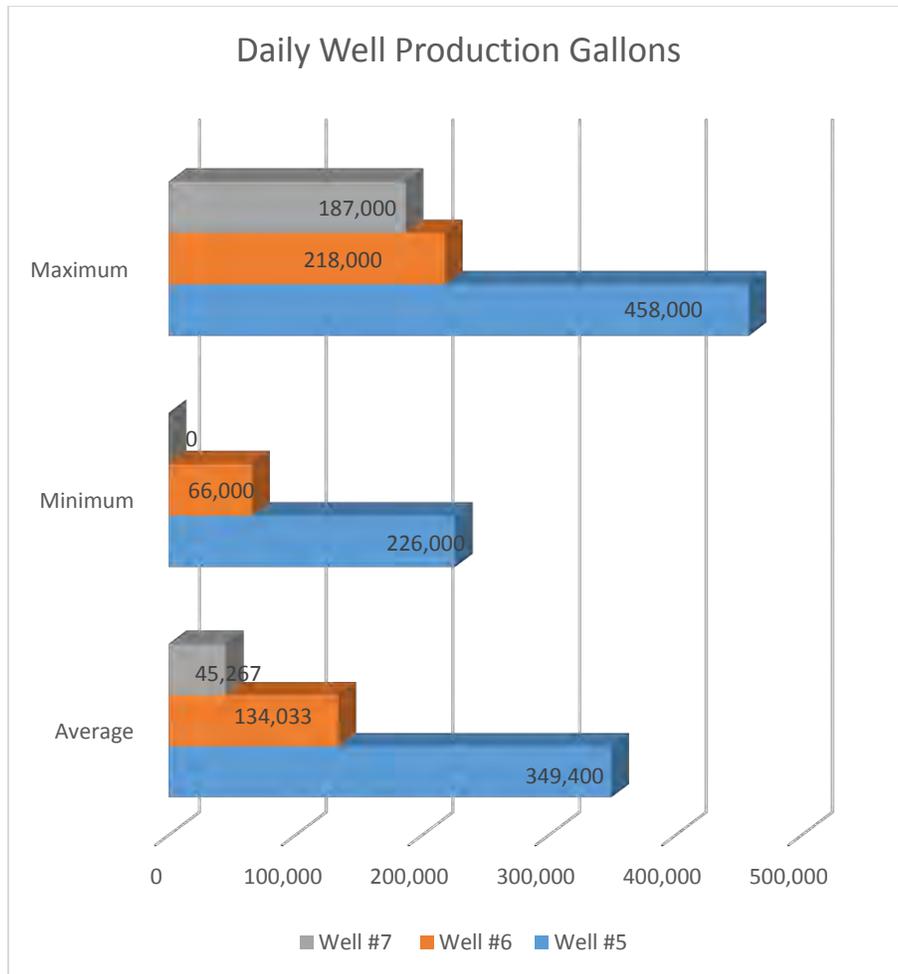


Table 2.4

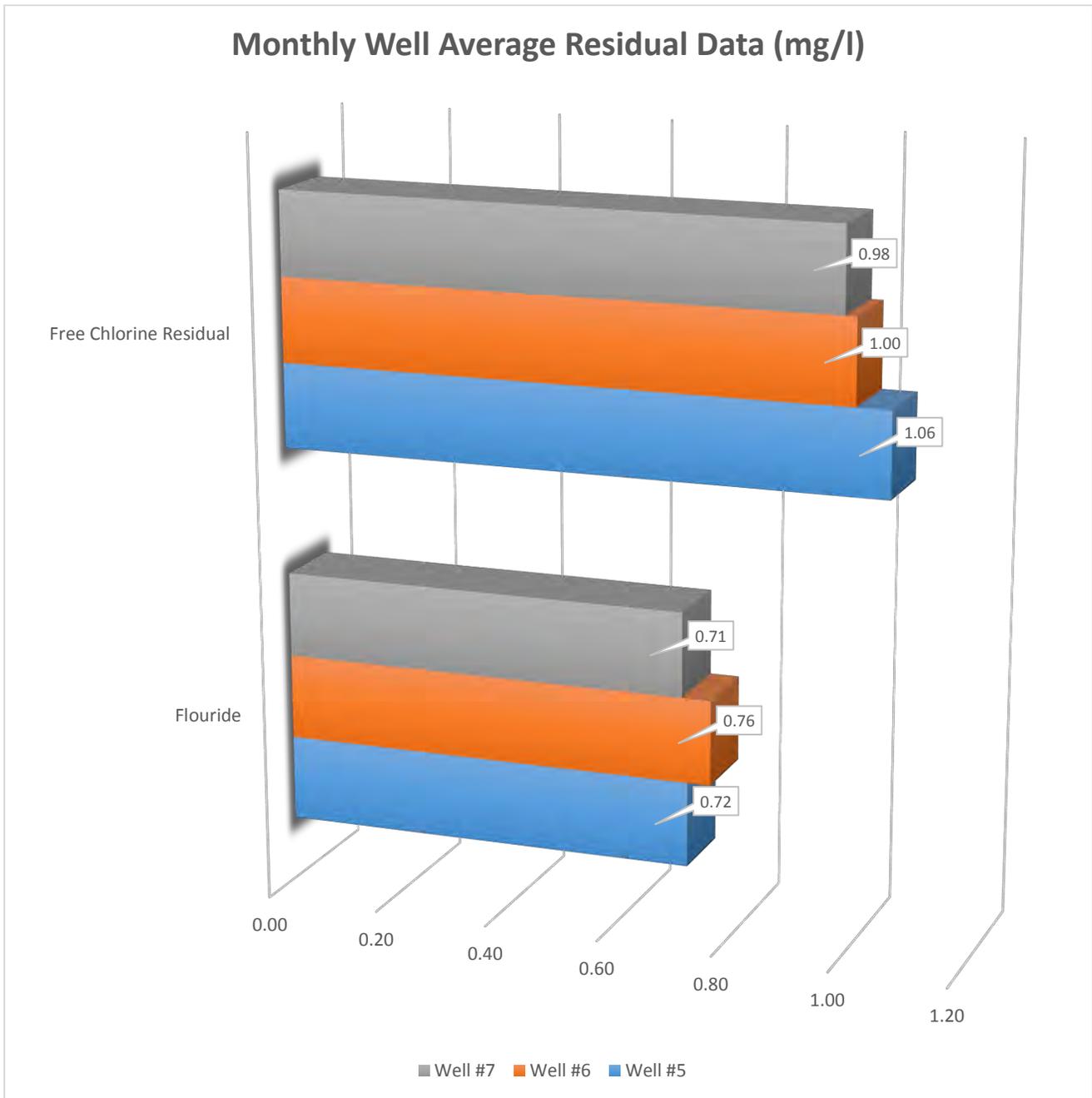


Table 2.5

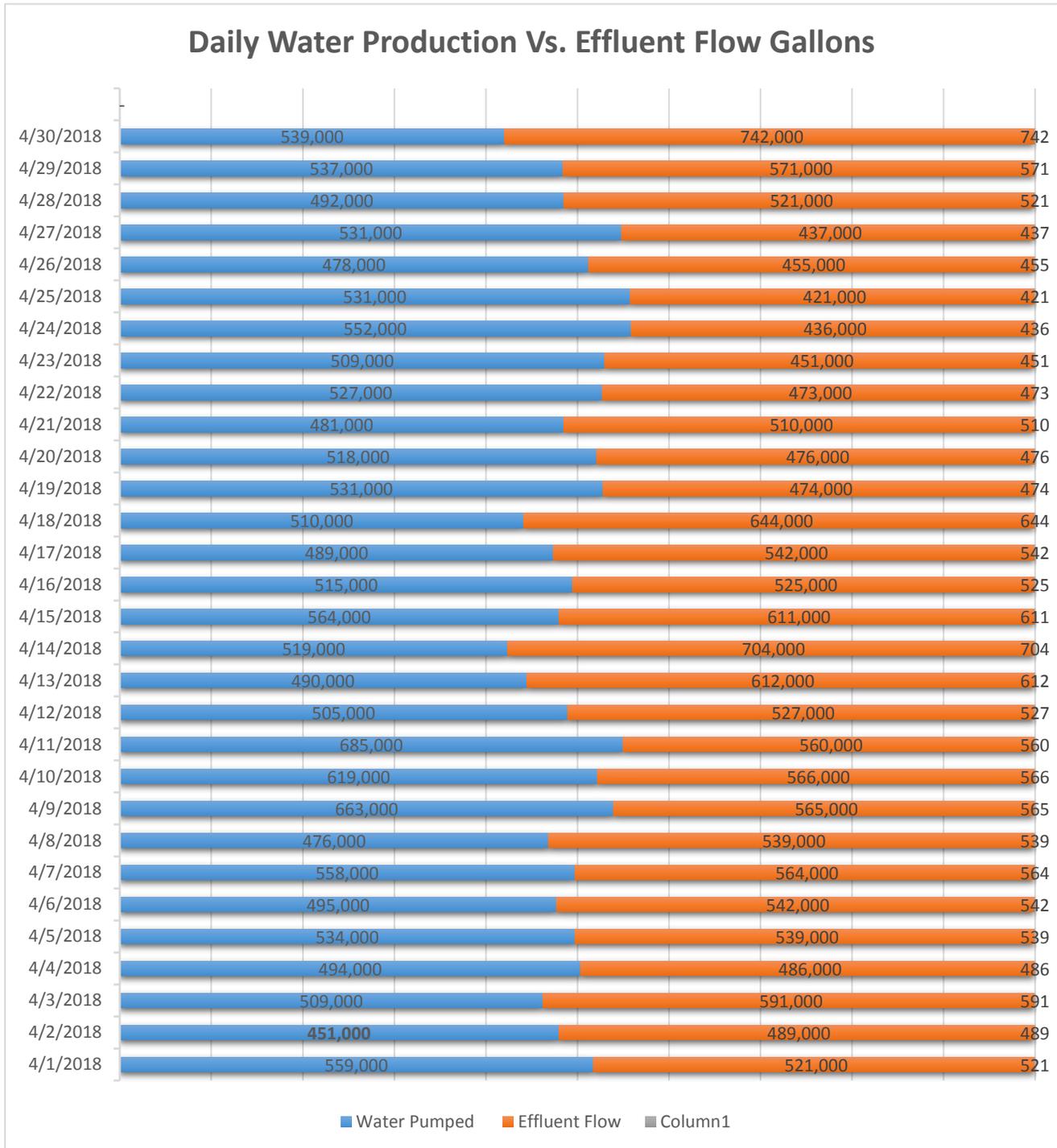
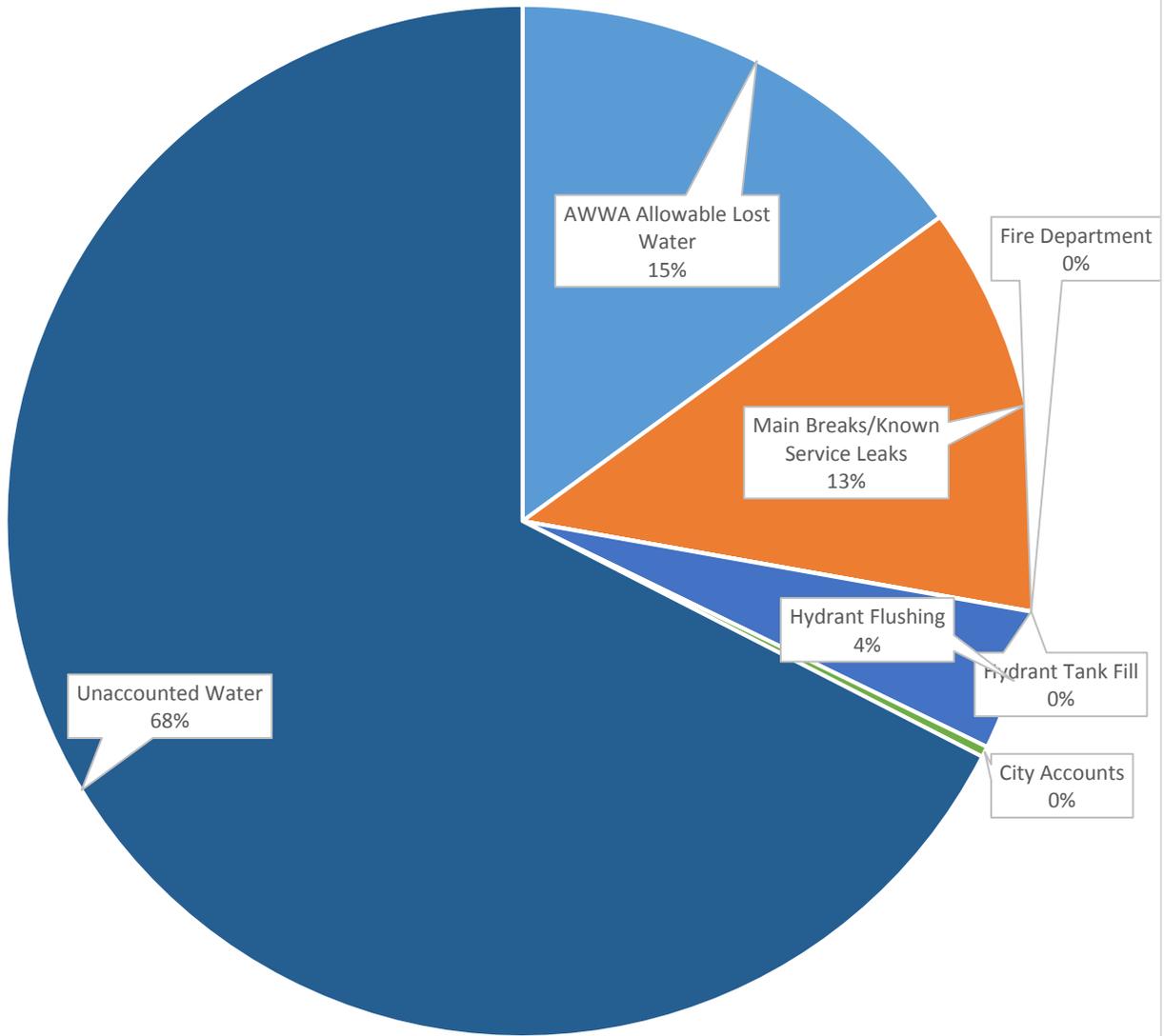




Table 2.8

2018 Non-Revenue Water Summary



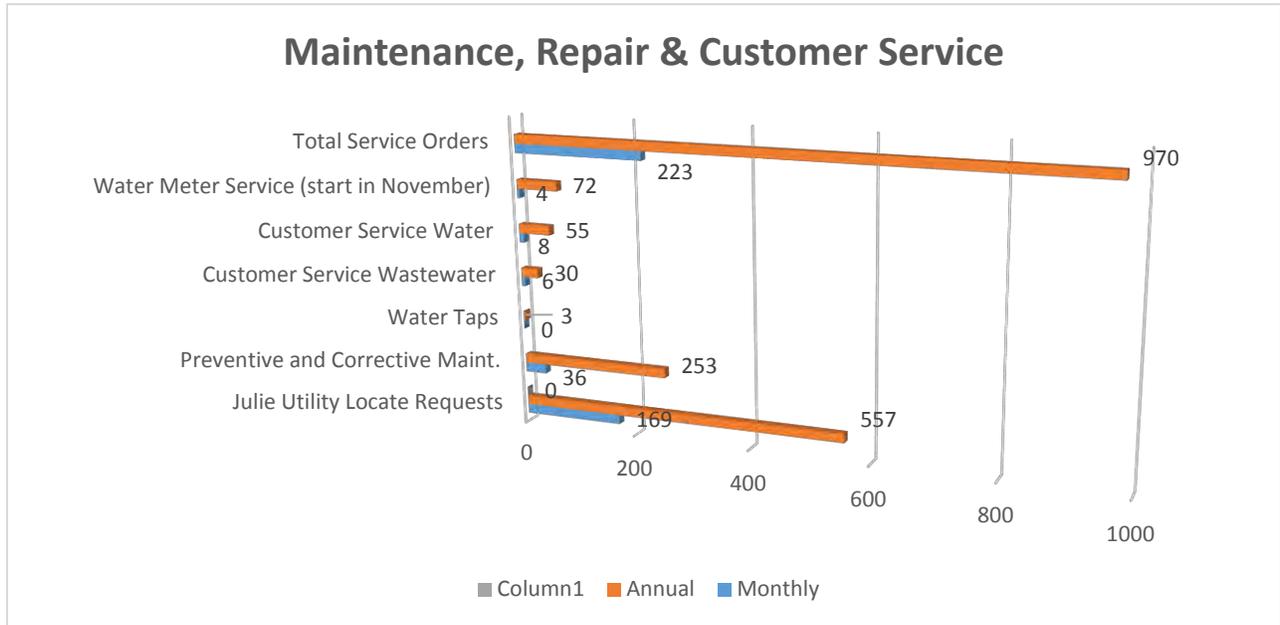
- AWWA Allowable Lost Water
- Main Breaks/Known Service Leaks
- Hydrant Tank Fill
- Fire Department
- Hydrant Flushing
- City Accounts
- Unaccounted Water
- 
-

### 3.0 MAINTENANCE, REPAIR, & CUSTOMER SERVICE

#### 3.1 WATER LOSS

All routine and preventative maintenance as specified in American Water Contract Services' operating agreement completed. Table 3.2 Summarizes service provided.

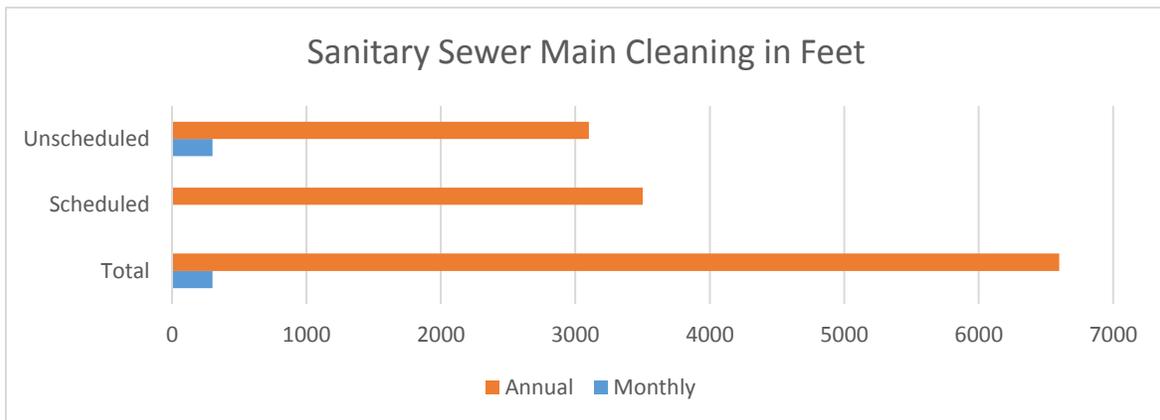
Table 3.2



#### 3.3 COLLECTION SYSTEM OPERATIONS

All lift stations operated properly during the month of April. All lift stations and wet wells were routinely checked each week for proper operation during the month. Table 3.4 shows Sewer Main Maintenance for the month of April 2018.

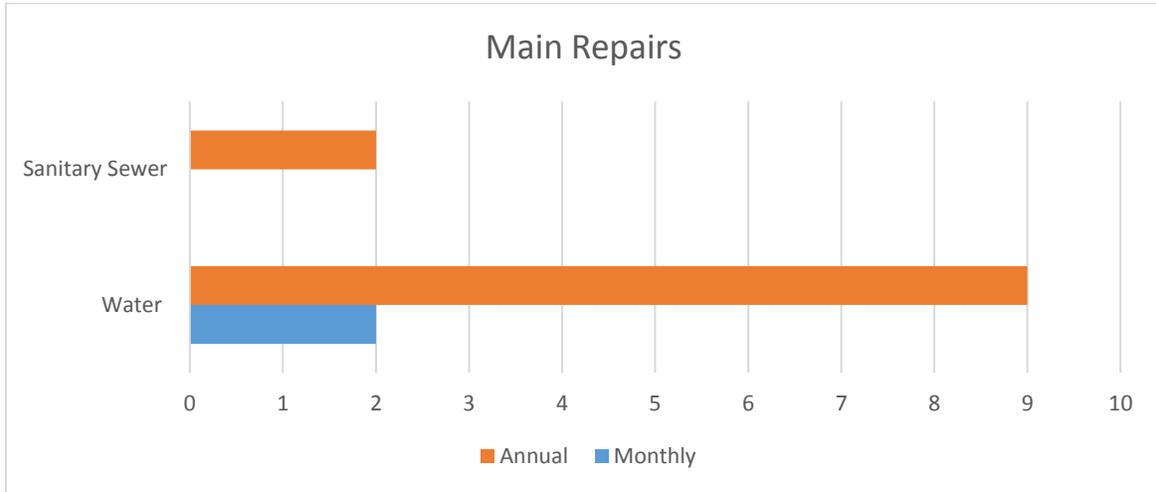
Table 3.4



### 3.5 DISTRIBUTION & COLLECTION SYSTEMS

All routine maintenance completed for the month of April 2018. Table 3.6 summarizes main repairs.

Table 3.6



### 3.7 Water Main Repair

On April 5<sup>th</sup> Nicor dug into a water service at the corner of Gear Street and Bench Street. The tap location was damaged and a water main repair clamp with a water service connection was installed. A boil order was issued for 8 customers and was lifted on 4/7/18.

On April 11<sup>th</sup> Mike & Nick Sproule Construction dug into a 10" water main while working on the sanitary sewer main installation at the corner of Bartell Boulevard and Spring Street. The water main was installed without tracer wire and maps did not accurately identify the pipe's location. A boil order was issued for Walmart, Subway, Hartig Drug, and the Health Clinic and was lifted on 4/12/18.

## 4.0 Contract Financial

The City of Galena has agreed to reimburse American Water Enterprises for a portion of operating costs. The reimbursement is limited to three categories with the annual level determined by the terms of the 2014 agreement. The three reimbursable items are electricity, maintenance & repair, and chemical. The accounts are officially balanced at the end of each contract year. Figure 4.1 is a year to date summary of the spending associated with these accounts.

4.1 Table



## 5.0 SAFETY *100% Of our Behavior – 100% of the Time*

### 5.1 TRAINING

Safety training completed with daily safety topics, weekly safety reminders, and monthly in-house training. In-house training covered Chemical Handling. American Water hosted a webinar outlining Aerial Lift and Forklift Safety.

### 5.2 SAFETY INSPECTIONS

Safety audit conducted before 4/30/18. American Water Contract Services Monthly Audit Safety rating was at 99%. No lost time accidents. We have worked 435 days since a lost time accident. There are currently zero Corrective Action Safety Projects open.



# *Monthly Operations Report*



*May 2018*

*Prepared for*

*The City of Galena*

*By Matt Trotter*

*Project Manager*

## 1.0 WASTEWATER OPERATIONS

### 1.1 EFFLUENT QUALITY

As indicated in Table 1.2, and Table 1.3, the effluent quality for the Galena Wastewater Treatment Plant was within NPDES permit parameters. The discharge monitoring reports electronically submitted to IEPA in May 2018.

Table 1.2

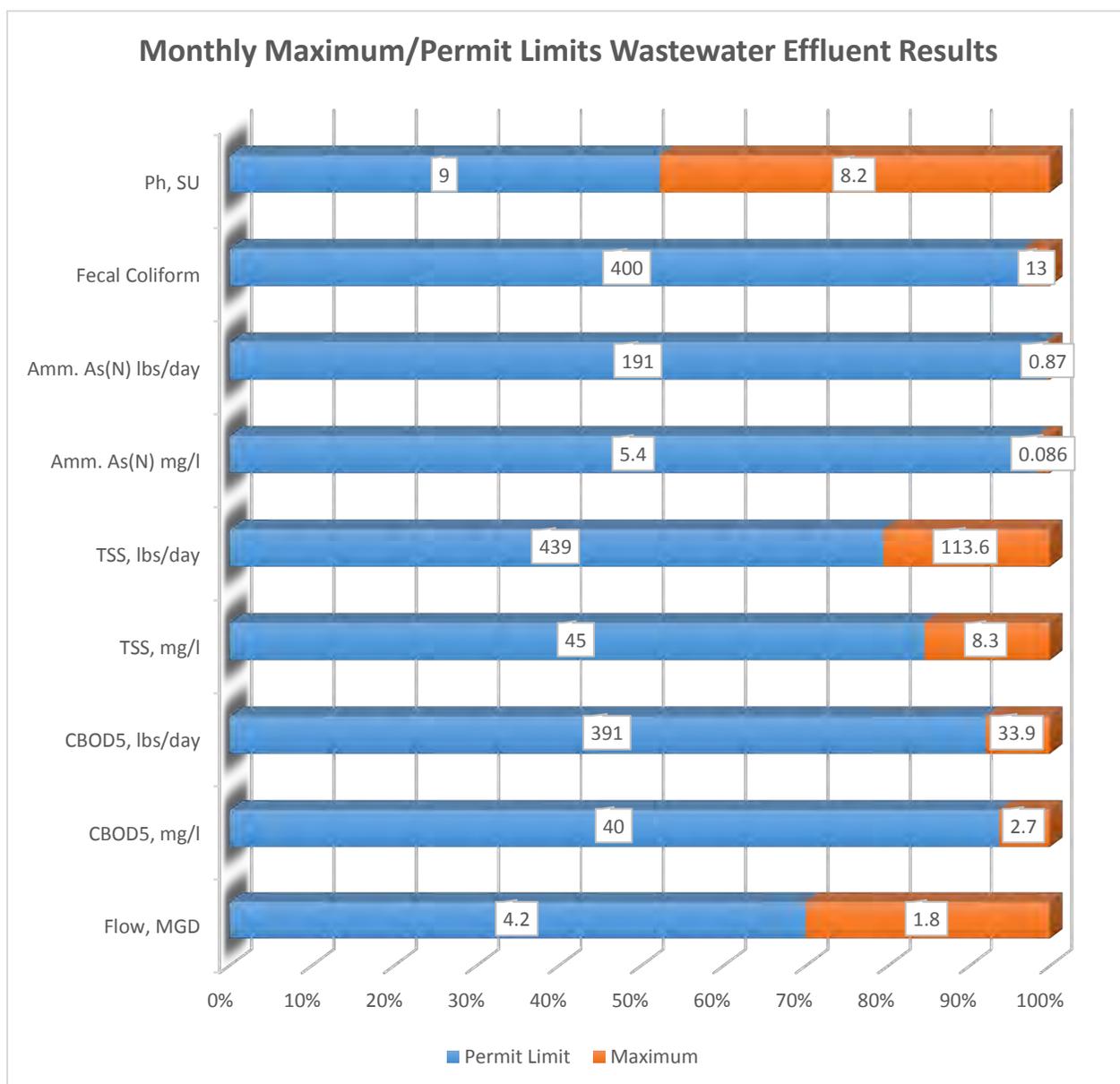
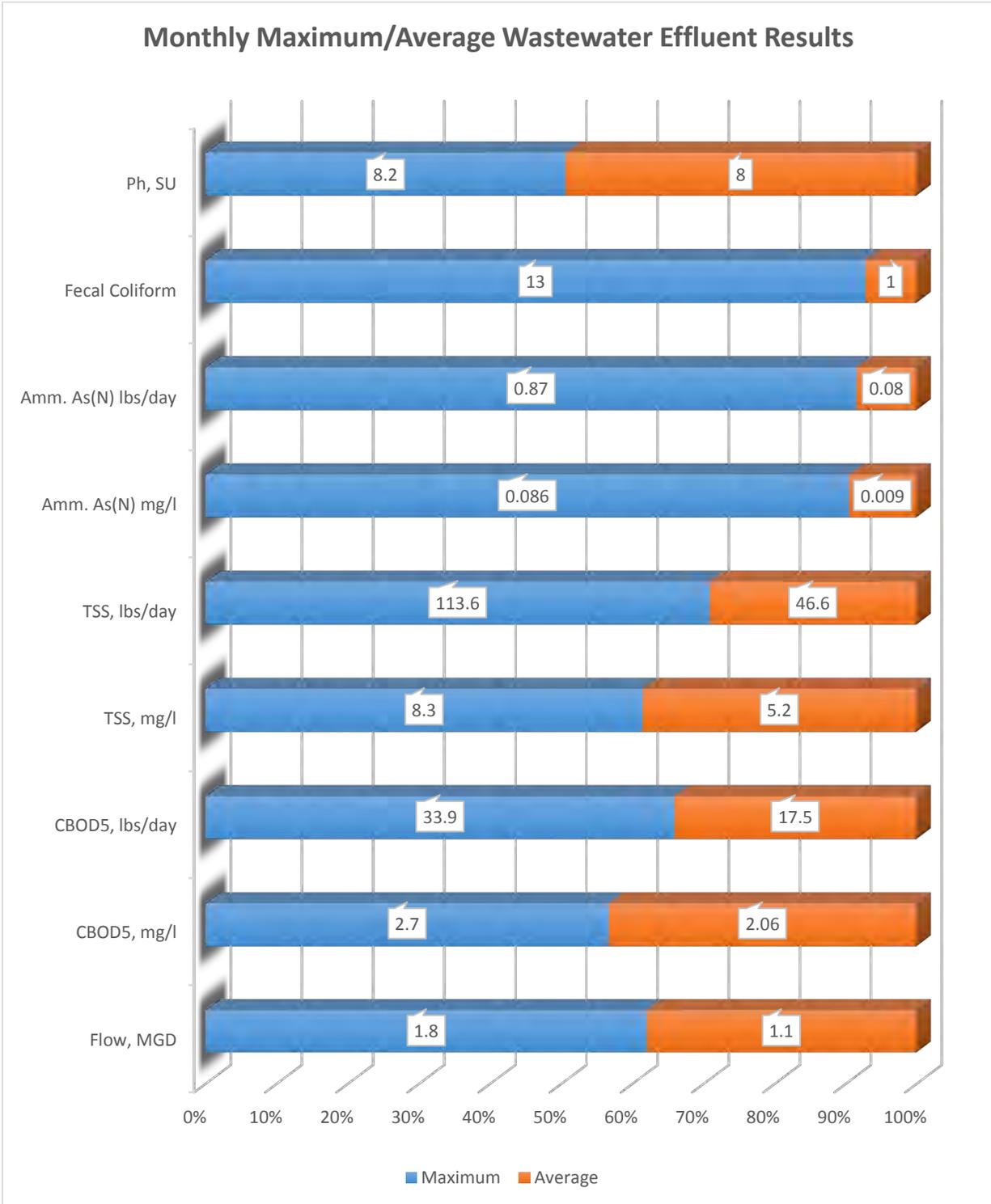


Table 1.3



## 2.0 WATER OPERATIONS

### 2.1 WATER QUALITY

Fluoride and bacteria water samples collected and sent to outside laboratories for analysis. All samples within IEPA and Department of Health water quality standards. All wells checked, inspected, and tested on a daily basis, and the Horseshoe Mound Water Reservoir checked and inspected on a weekly basis to assure a clean and adequate potable water supply.

### 2.2 WATER PRODUCTION

Total water produced **16,721,000 gallons**. The daily average water produced **539,387 gallons per day**. Monthly pumping shown in Table 2.3. Monthly residual data shown in table 2.4. Daily water produced shown in Table 2.5.

Table 2.3

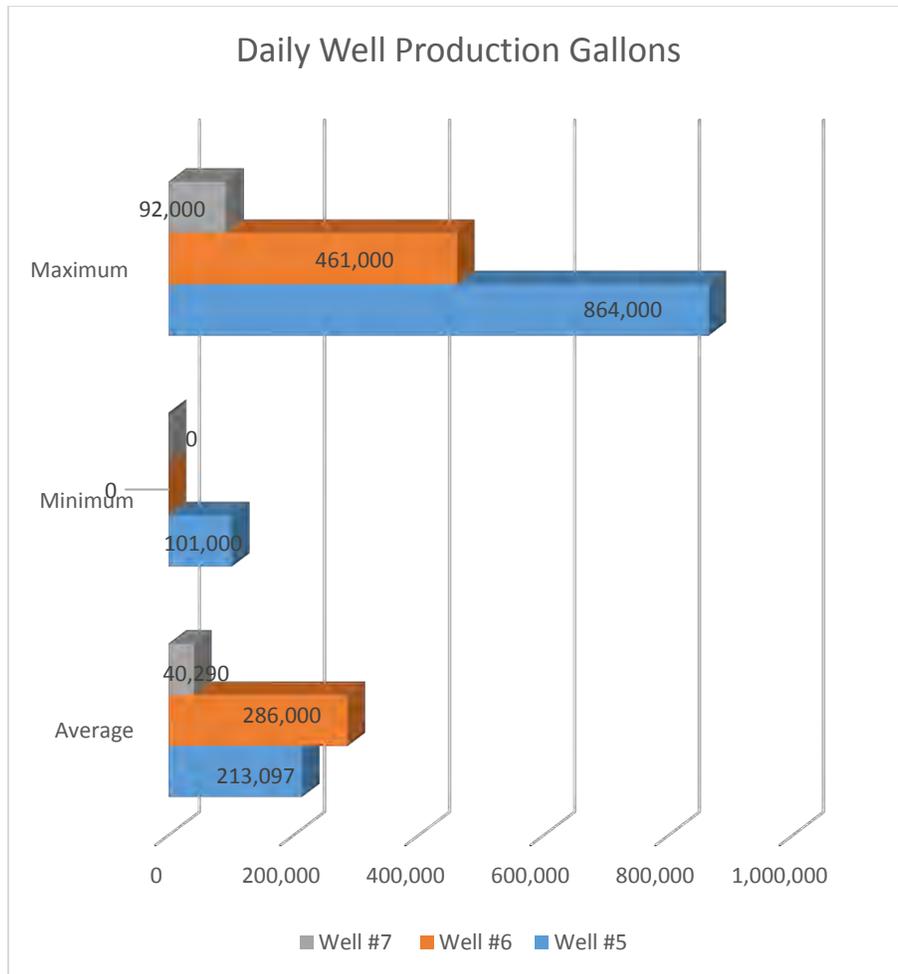


Table 2.4

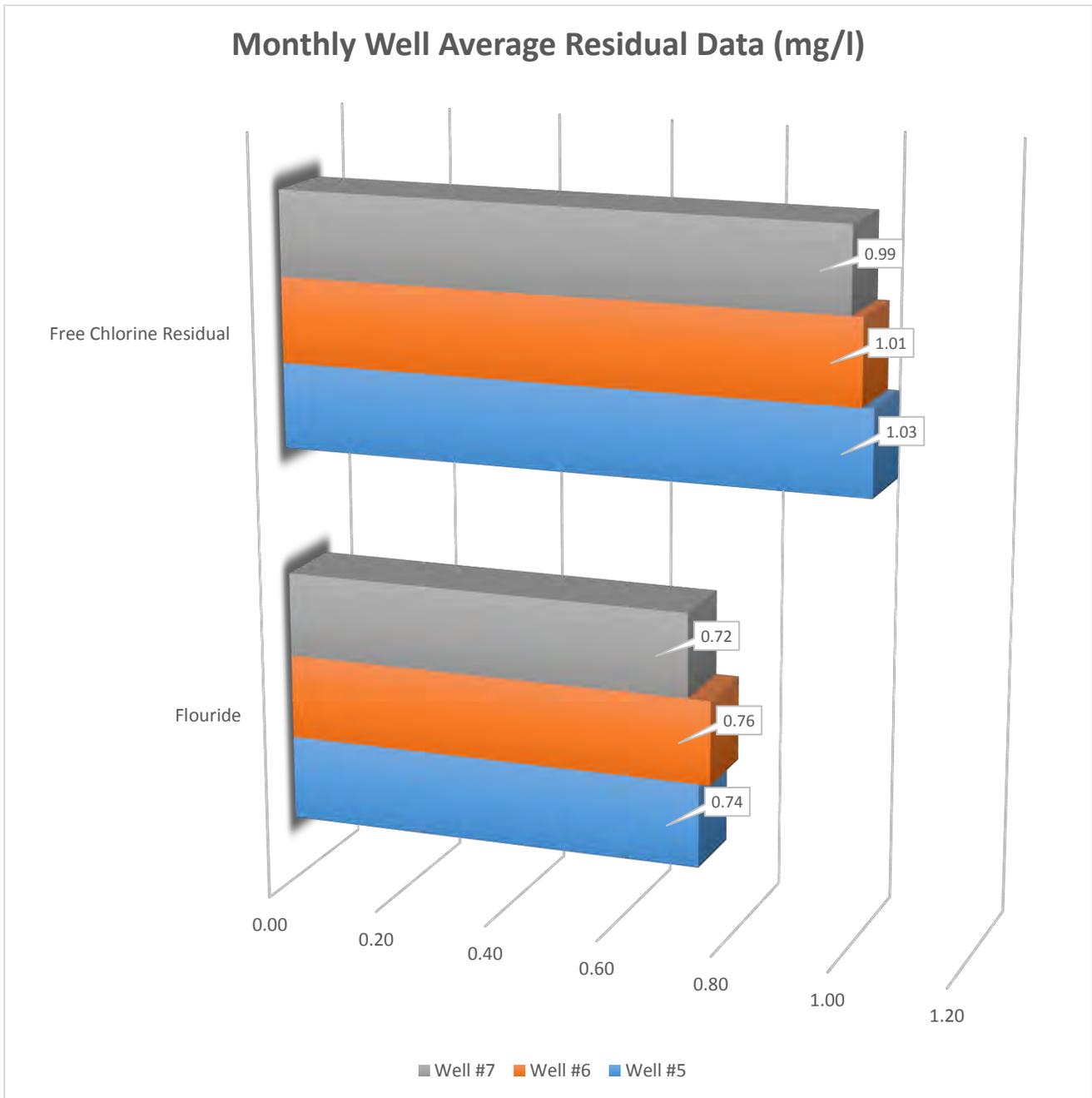
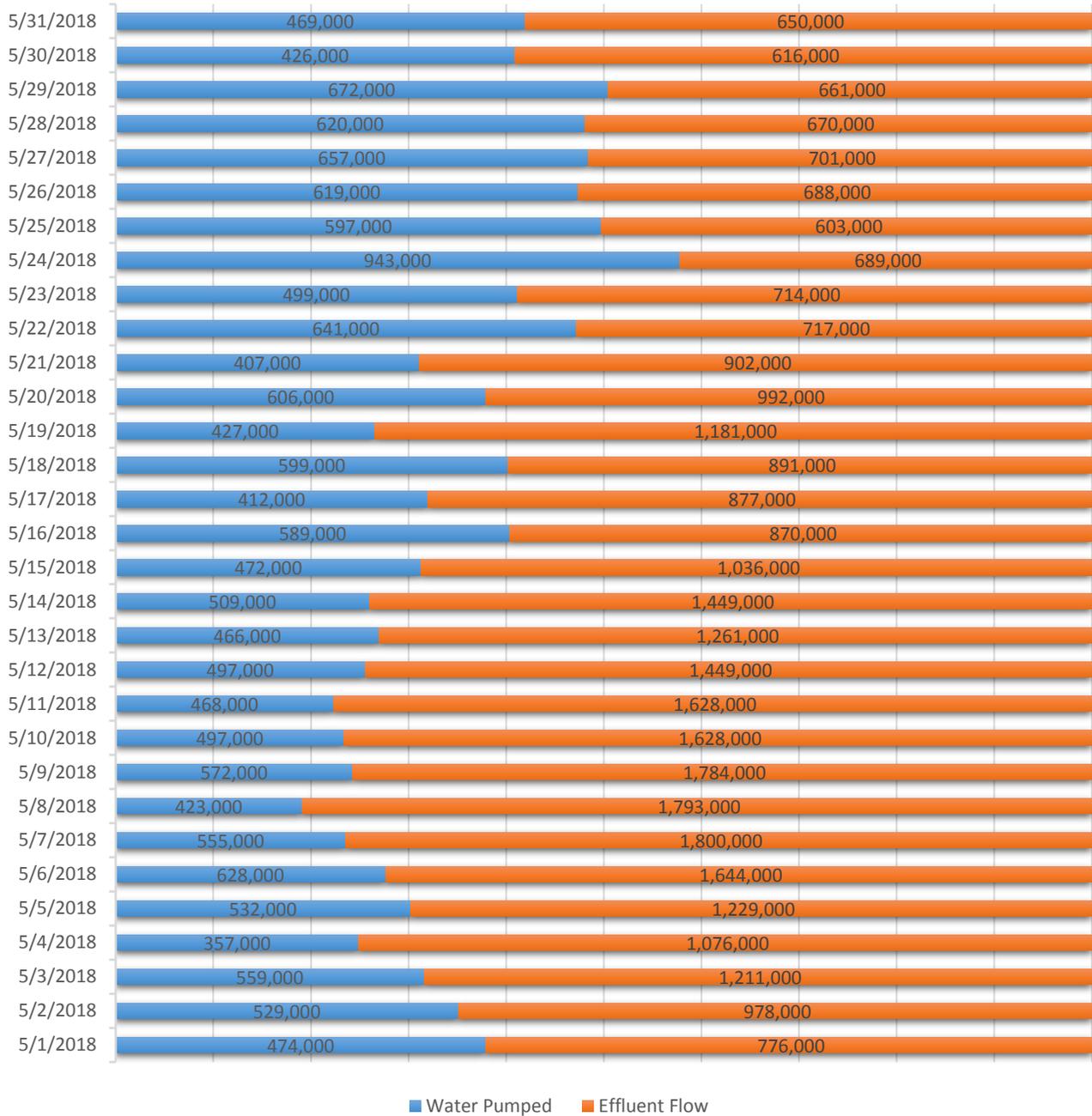


Table 2.5

### Daily Water Production Vs. Effluent Flow Gallons



## 2.6 WATER LOSS

Un-metered water used in the City of Galena equates to lost revenue in water and sewer user fees. Water accounting for the period of January 1, 2018 – May 31, 2018 in Table 2.7 and table 2.8.

Table 2.7

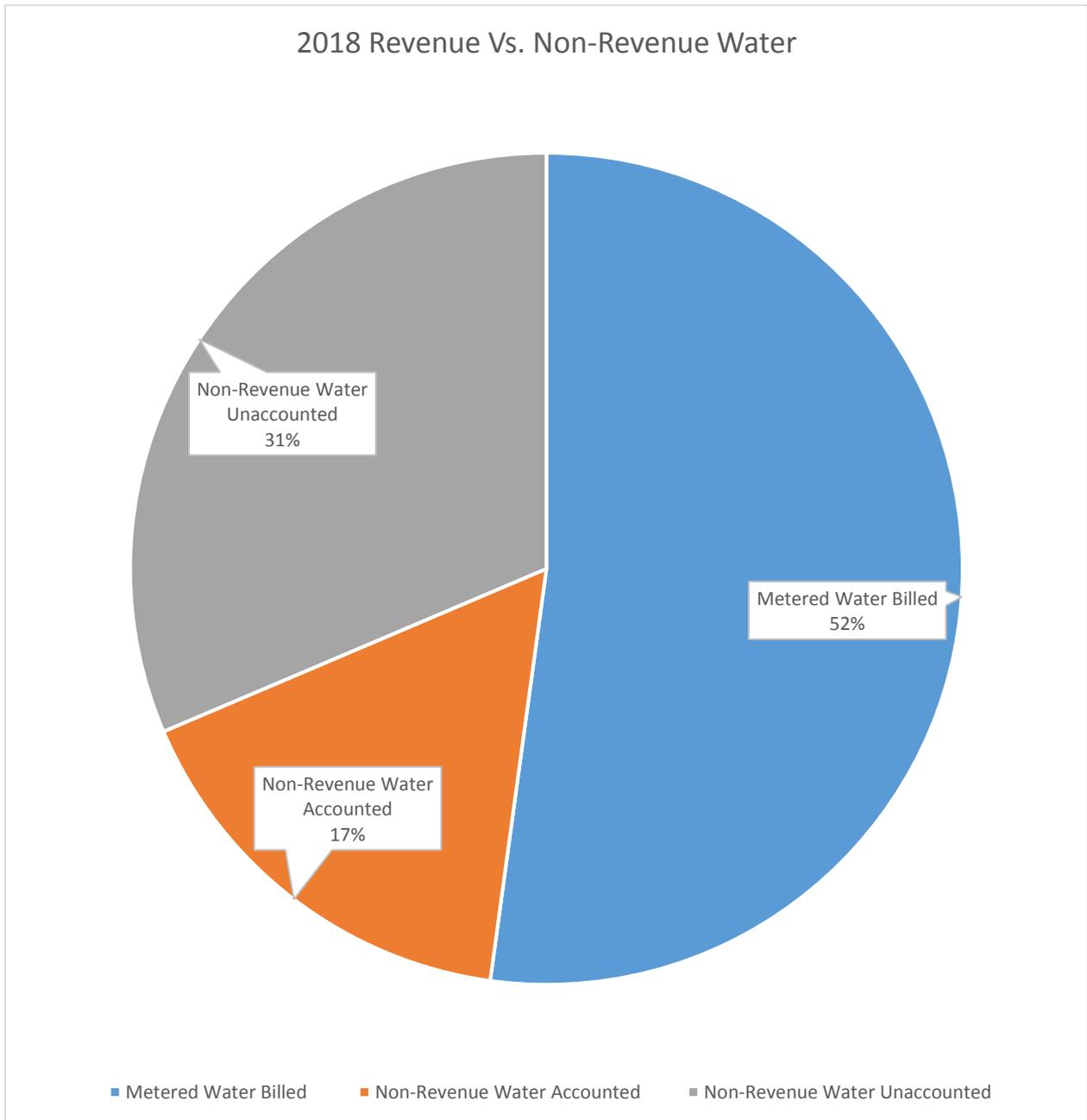
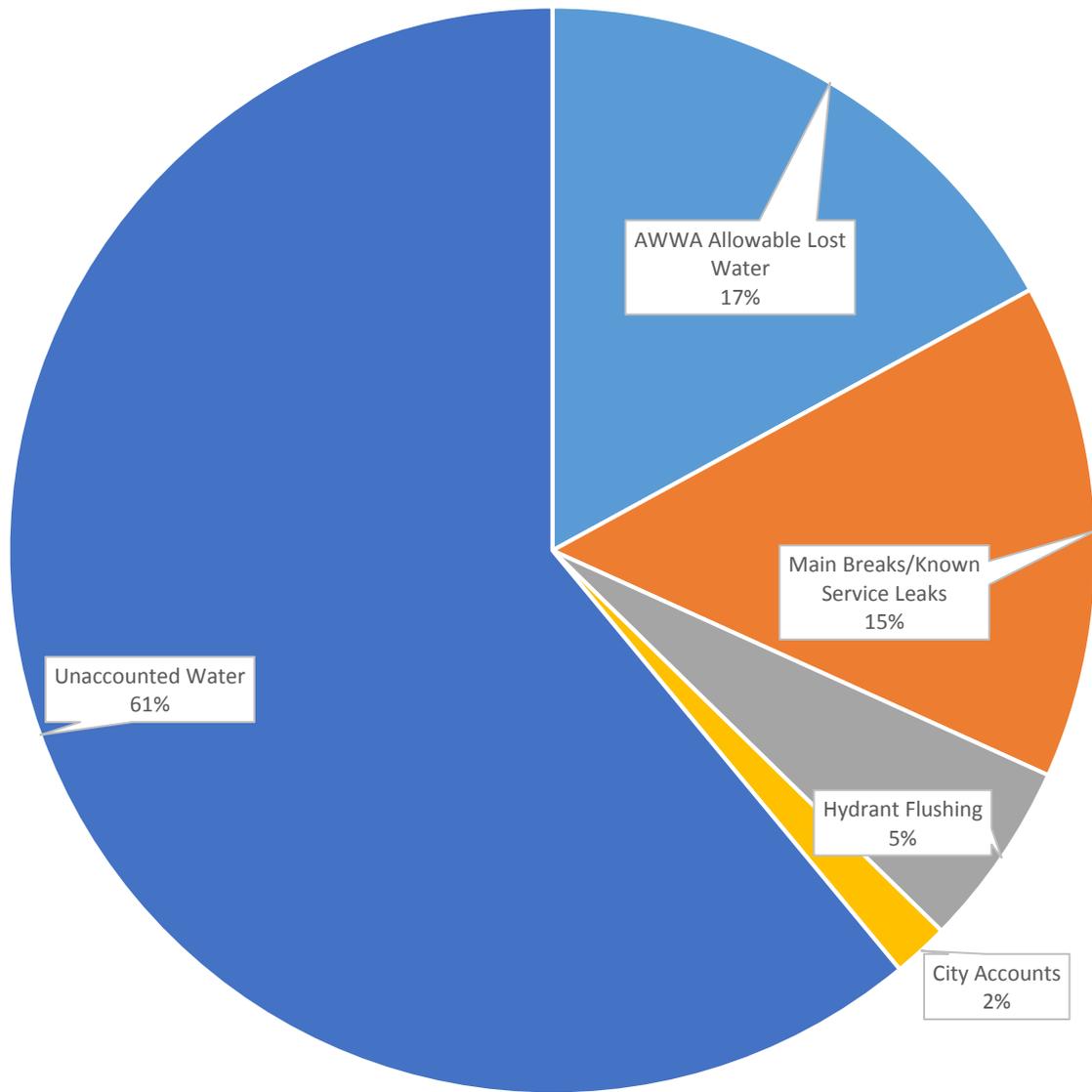


Table 2.8

2018 Non-Revenue Water Summary



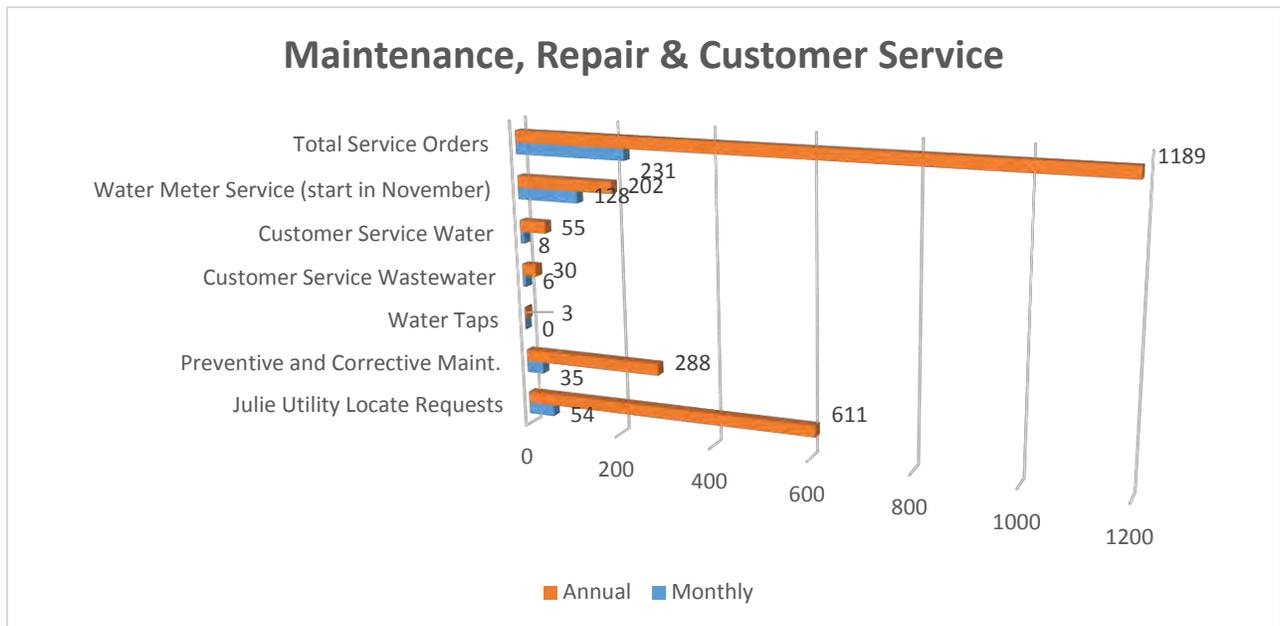
- AWWA Allowable Lost Water
- Main Breaks/Known Service Leaks
- Hydrant Flushing
- City Accounts
- Unaccounted Water

### 3.0 MAINTENANCE, REPAIR, & CUSTOMER SERVICE

#### 3.1 WATER LOSS

All routine and preventative maintenance as specified in American Water Contract Services’ operating agreement completed. Table 3.2 Summarizes service provided.

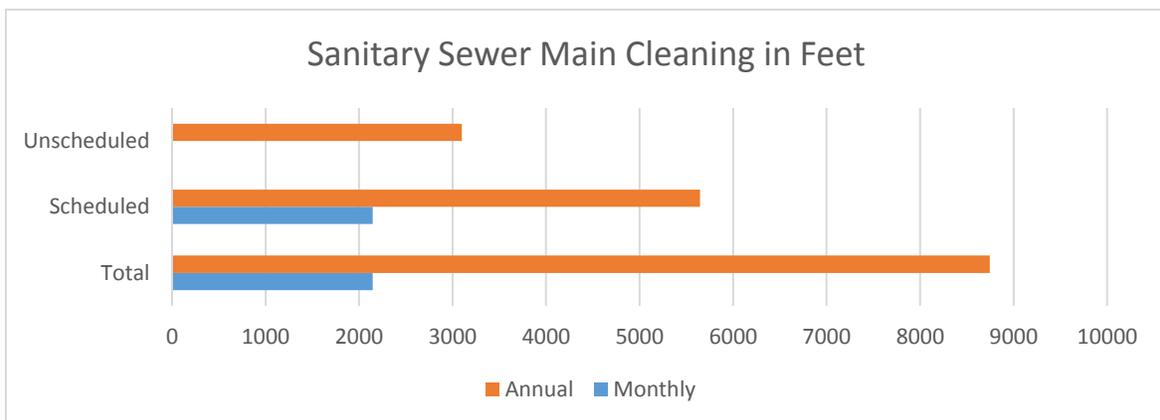
Table 3.2



#### 3.3 COLLECTION SYSTEM OPERATIONS

All lift stations operated properly during the month of May. All lift stations and wet wells were routinely checked each week for proper operation during the month. Table 3.4 shows Sewer Main Maintenance for the month of May 2018.

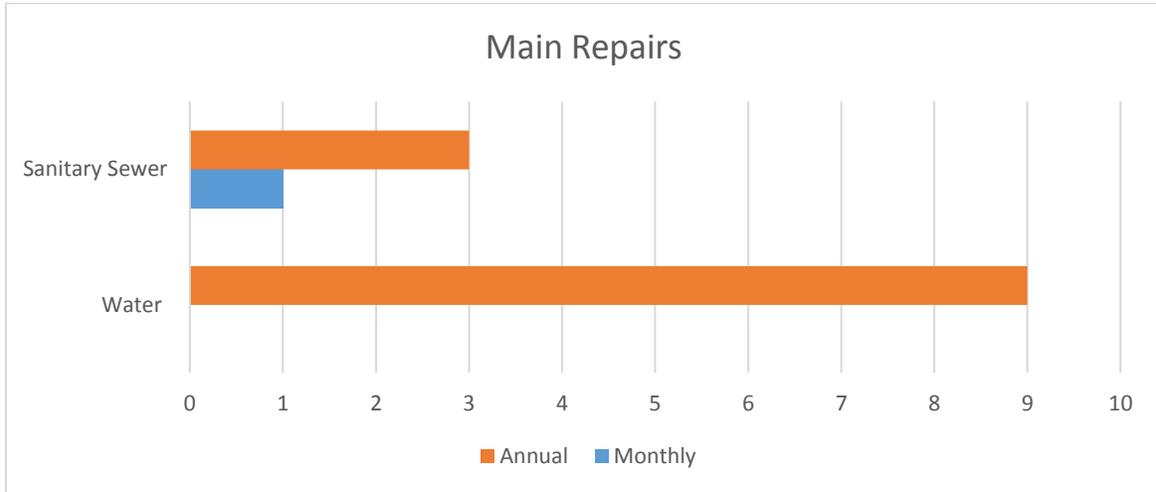
Table 3.4



### 3.5 DISTRIBUTION & COLLECTION SYSTEMS

All routine maintenance completed for the month of May 2018. Table 3.6 summarizes main repairs.

Table 3.6



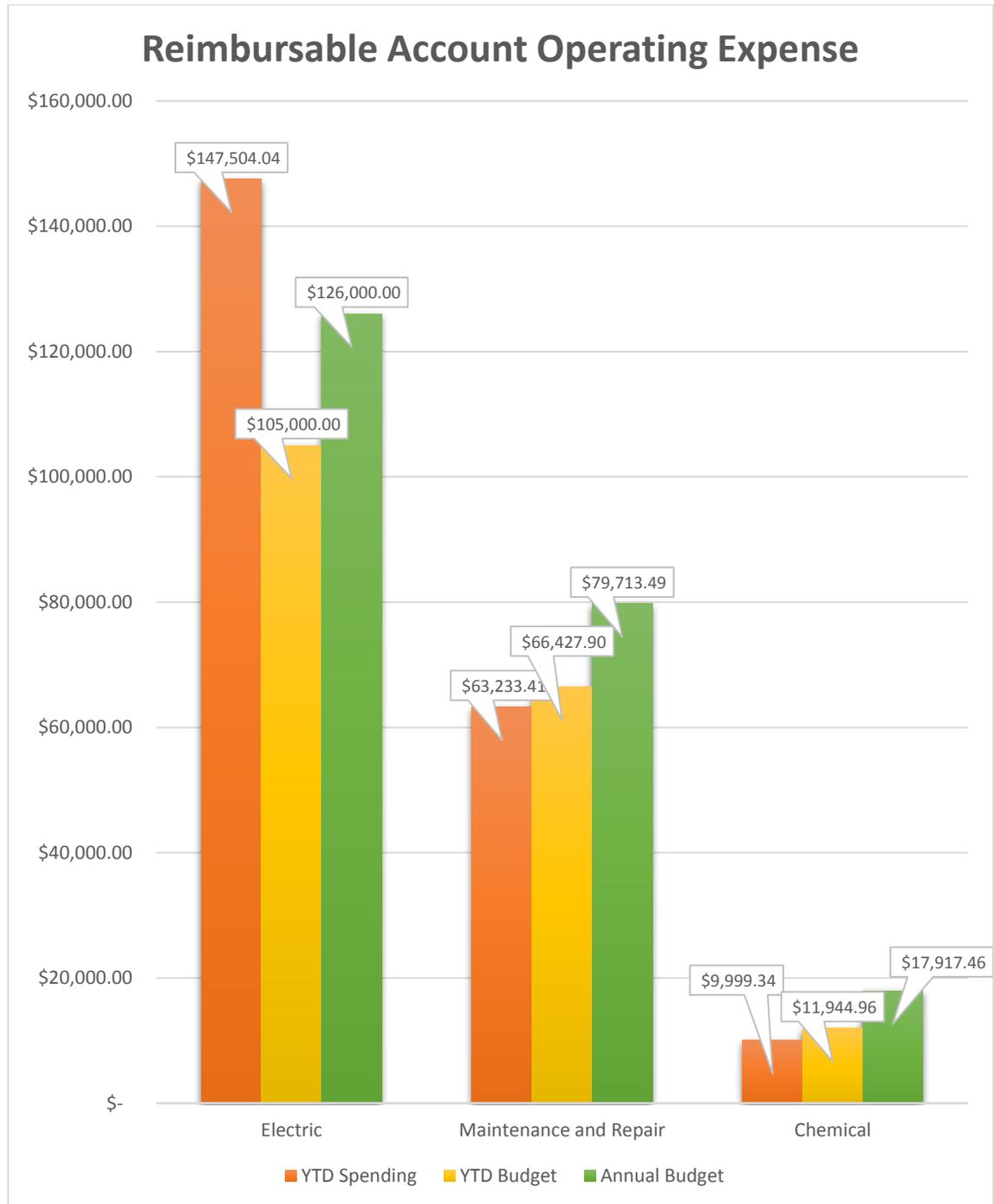
### 3.7 Sanitary Sewer Repair

On May 10<sup>th</sup> a 10' section of clay tile line was replaced on Hill Street. The section contributed to the overflow noted in the March report.

## 4.0 Contract Financial

The City of Galena has agreed to reimburse American Water Enterprises for a portion of operating costs. The reimbursement is limited to three categories with the annual level determined by the terms of the 2014 agreement. The three reimbursable items are electricity, maintenance & repair, and chemical. The accounts are officially balanced at the end of each contract year. Figure 4.1 is a year to date summary of the spending associated with these accounts.

4.1 Table



## 5.0 SAFETY *100% Of our Behavior – 100% of the Time*

### 5.1 TRAINING

Safety training completed with daily safety topics, weekly safety reminders, and monthly in-house training. In-house training covered Fire Prevention and Fire Extinguisher Use. American Water hosted a webinar outlining Behavioral Based Safety.

### 5.2 SAFETY INSPECTIONS

Safety audit conducted before 5/30/18. American Water Contract Services Monthly Audit Safety rating was at 99%. No lost time accidents. We have worked 435 days since a lost time accident. There are currently zero Corrective Action Safety Projects open.



# *Monthly Operations Report*



*June 2018*

*Prepared for*

*The City of Galena*

*By Matt Trotter*

*Project Manager*

# 1.0 WASTEWATER OPERATIONS

## 1.1 EFFLUENT QUALITY

As indicated in Table 1.2, and Table 1.3, the effluent quality for the Galena Wastewater Treatment Plant was within NPDES permit parameters. The discharge monitoring reports electronically submitted to IEPA in May 2018.

Table 1.2

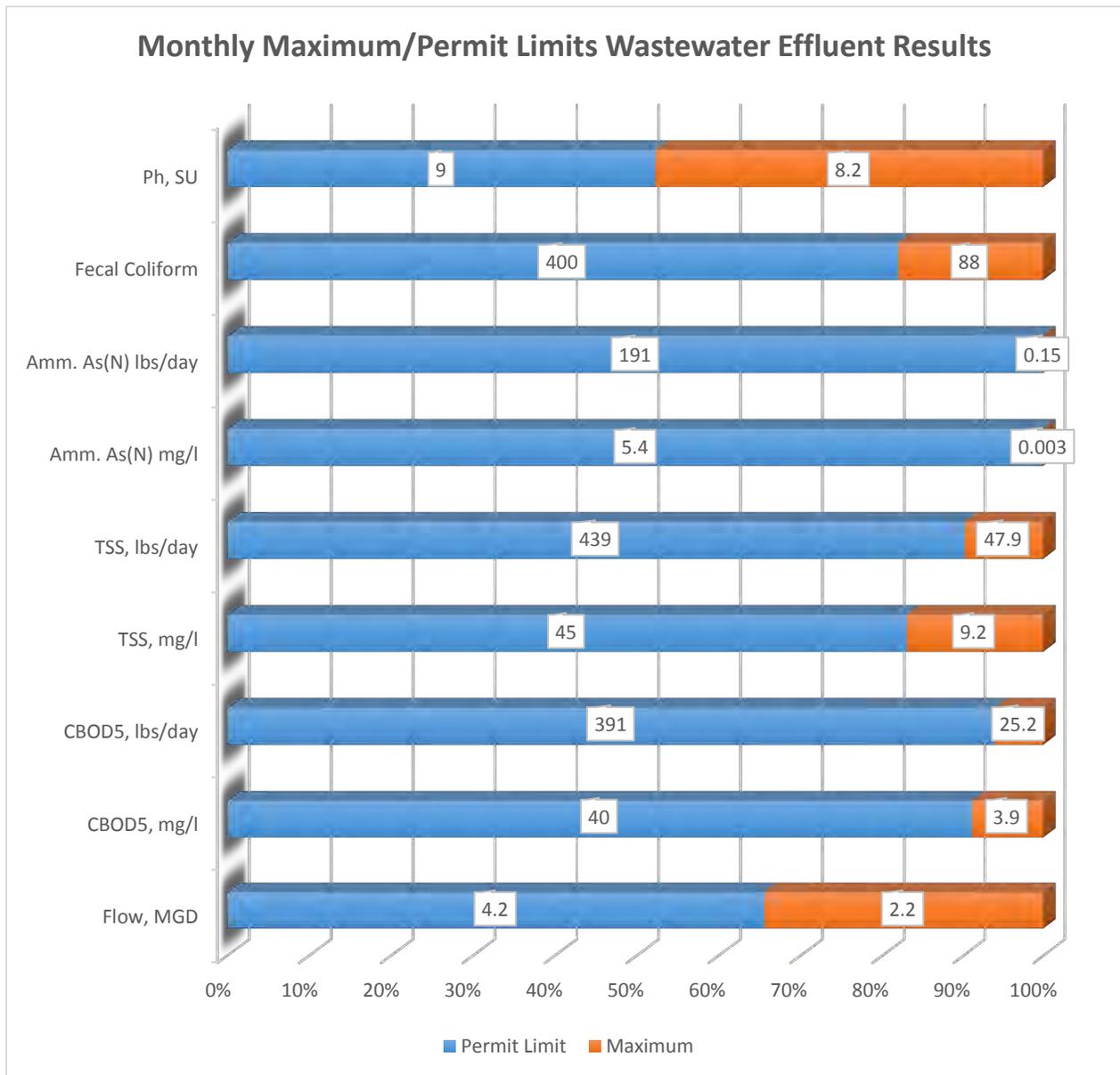
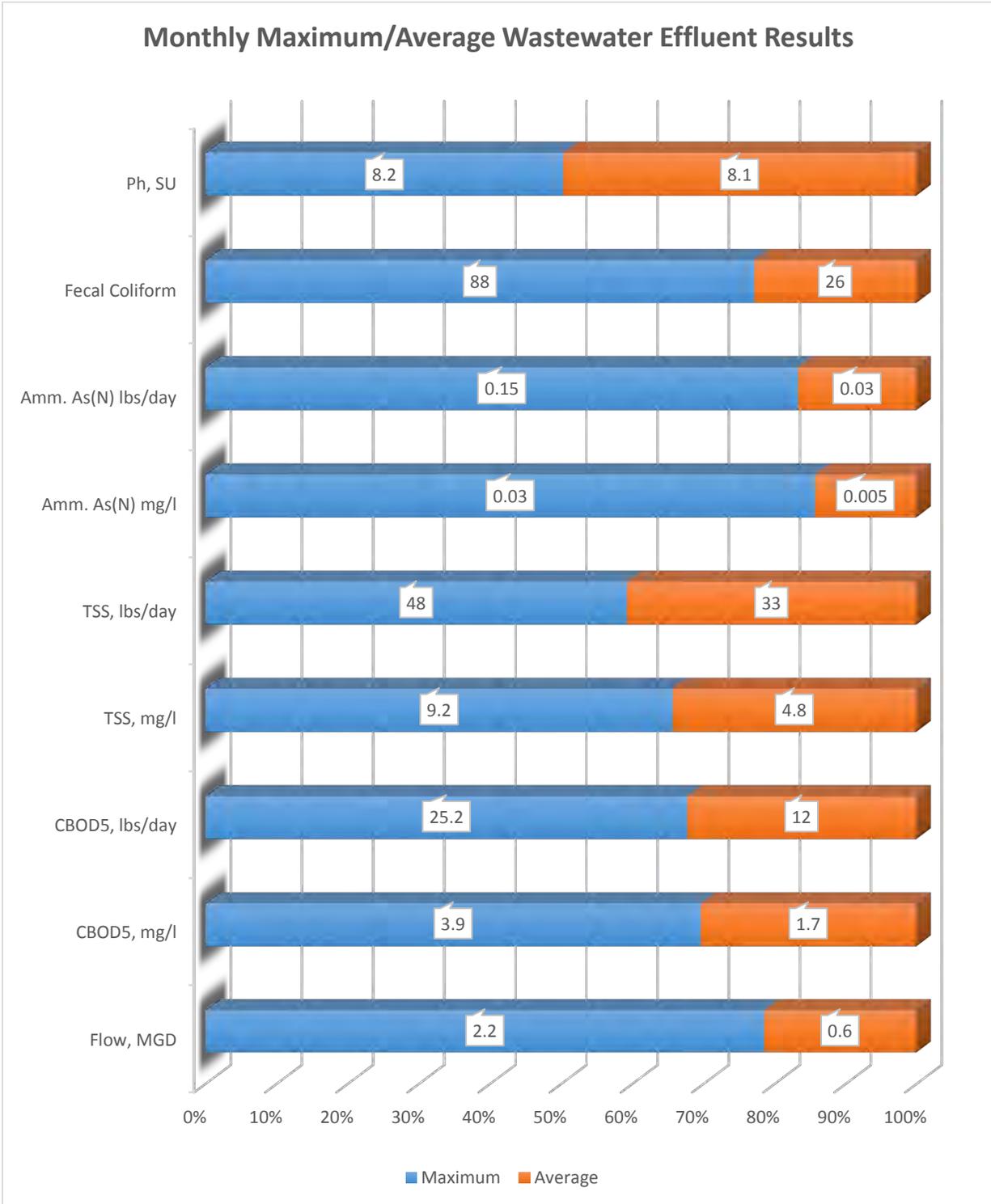


Table 1.3



## 2.0 WATER OPERATIONS

### 2.1 WATER QUALITY

Fluoride and bacteria water samples collected and sent to outside laboratories for analysis. All samples within IEPA and Department of Health water quality standards. All wells checked, inspected, and tested on a daily basis, and the Horseshoe Mound Water Reservoir checked and inspected on a weekly basis to assure a clean and adequate potable water supply.

### 2.2 WATER PRODUCTION

Total water produced **18,422,000 gallons**. The daily average water produced **614,067 gallons per day**. Monthly pumping shown in Table 2.3. Monthly residual data shown in table 2.4. Daily water produced shown in Table 2.5.

Table 2.3

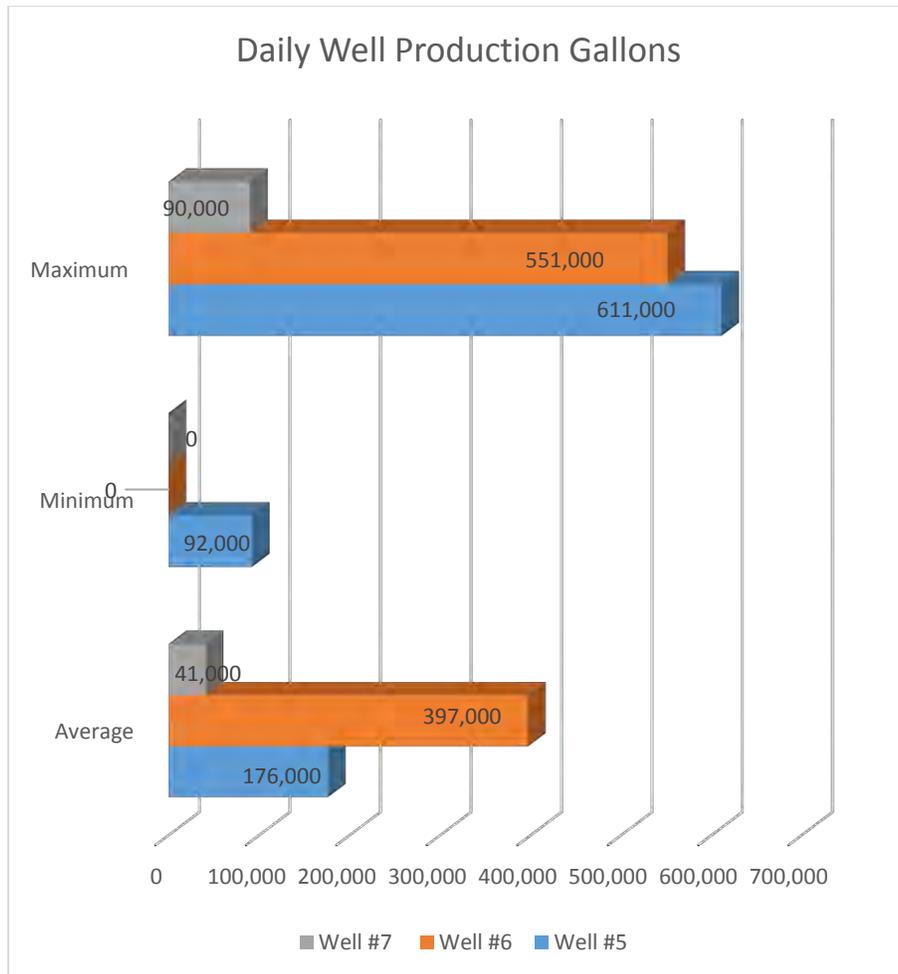


Table 2.4

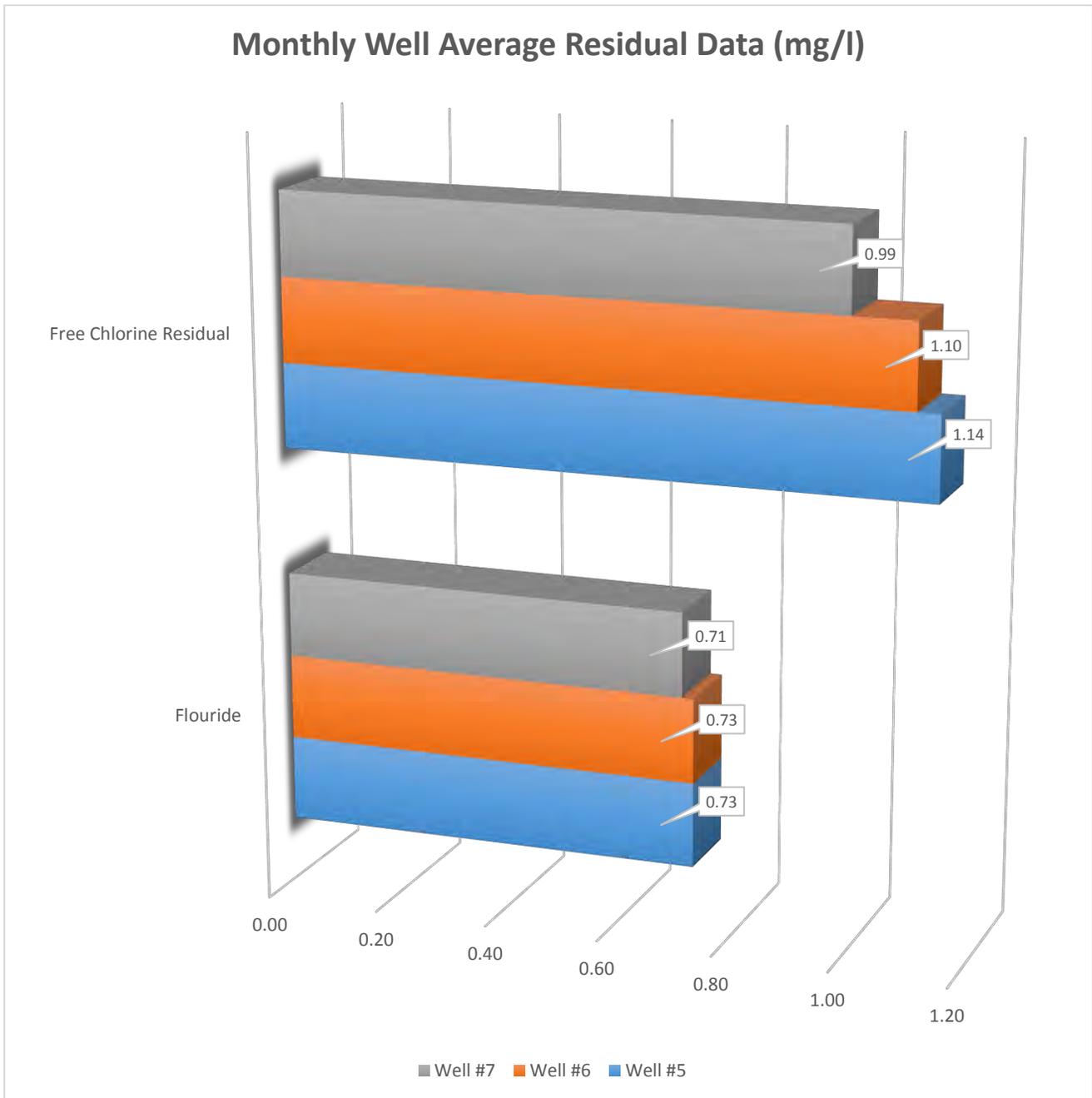
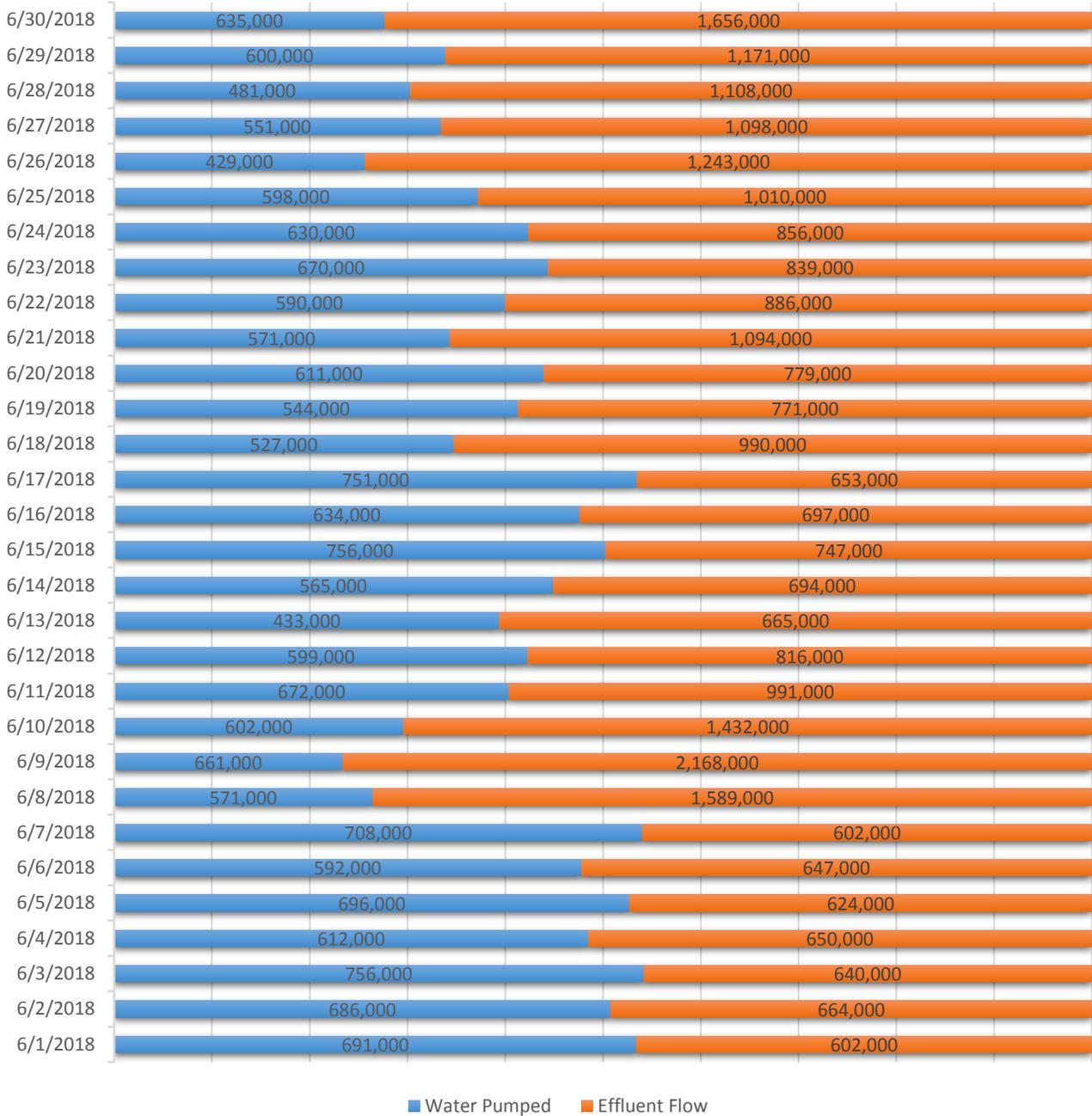


Table 2.5

### Daily Water Production Vs. Effluent Flow Gallons



## 2.6 WATER LOSS

Un-metered water used in the City of Galena equates to lost revenue in water and sewer user fees. Water accounting for the period of January 1, 2018 – June 31, 2018 in Table 2.7 and table 2.8.

Table 2.7

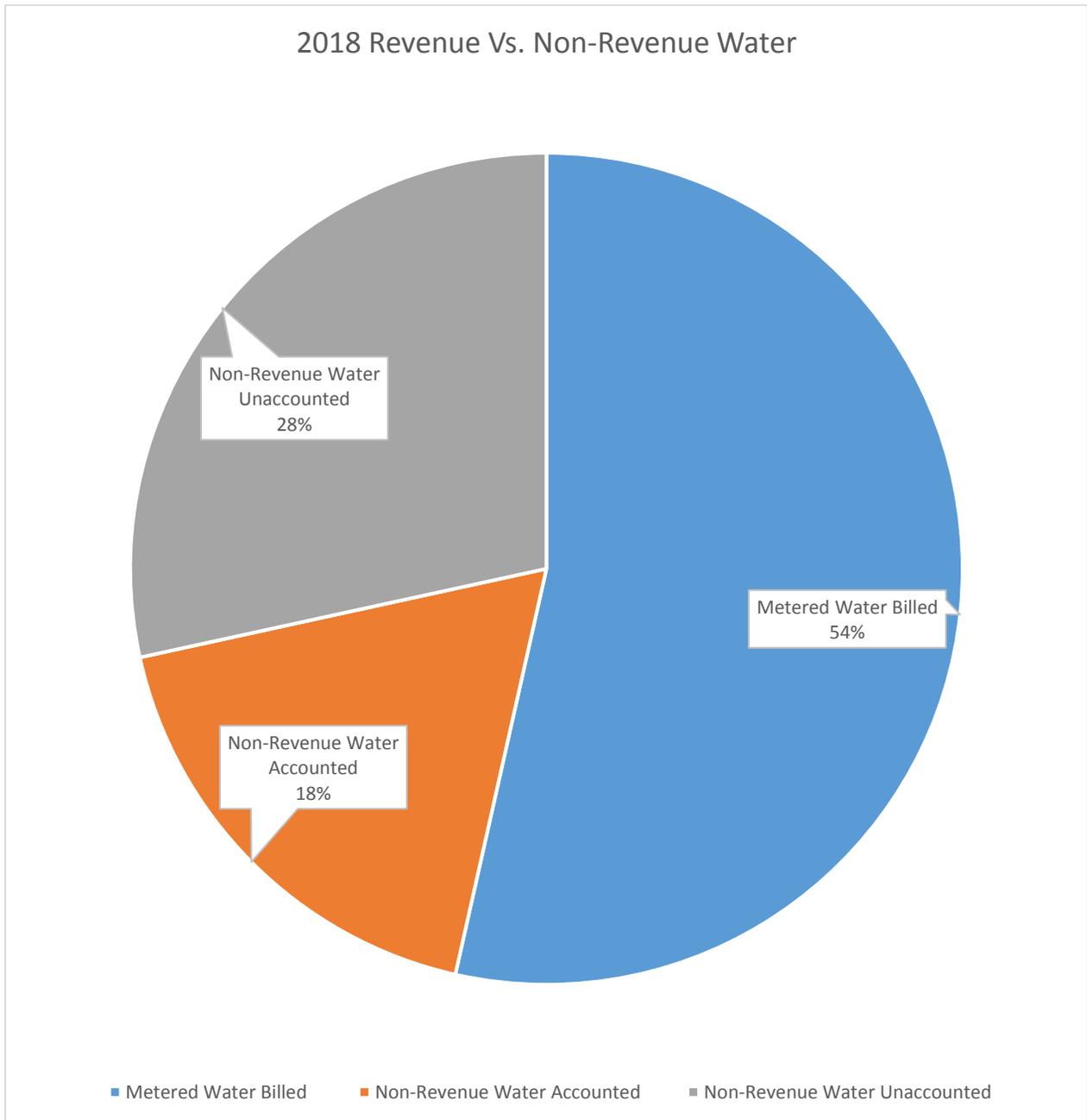
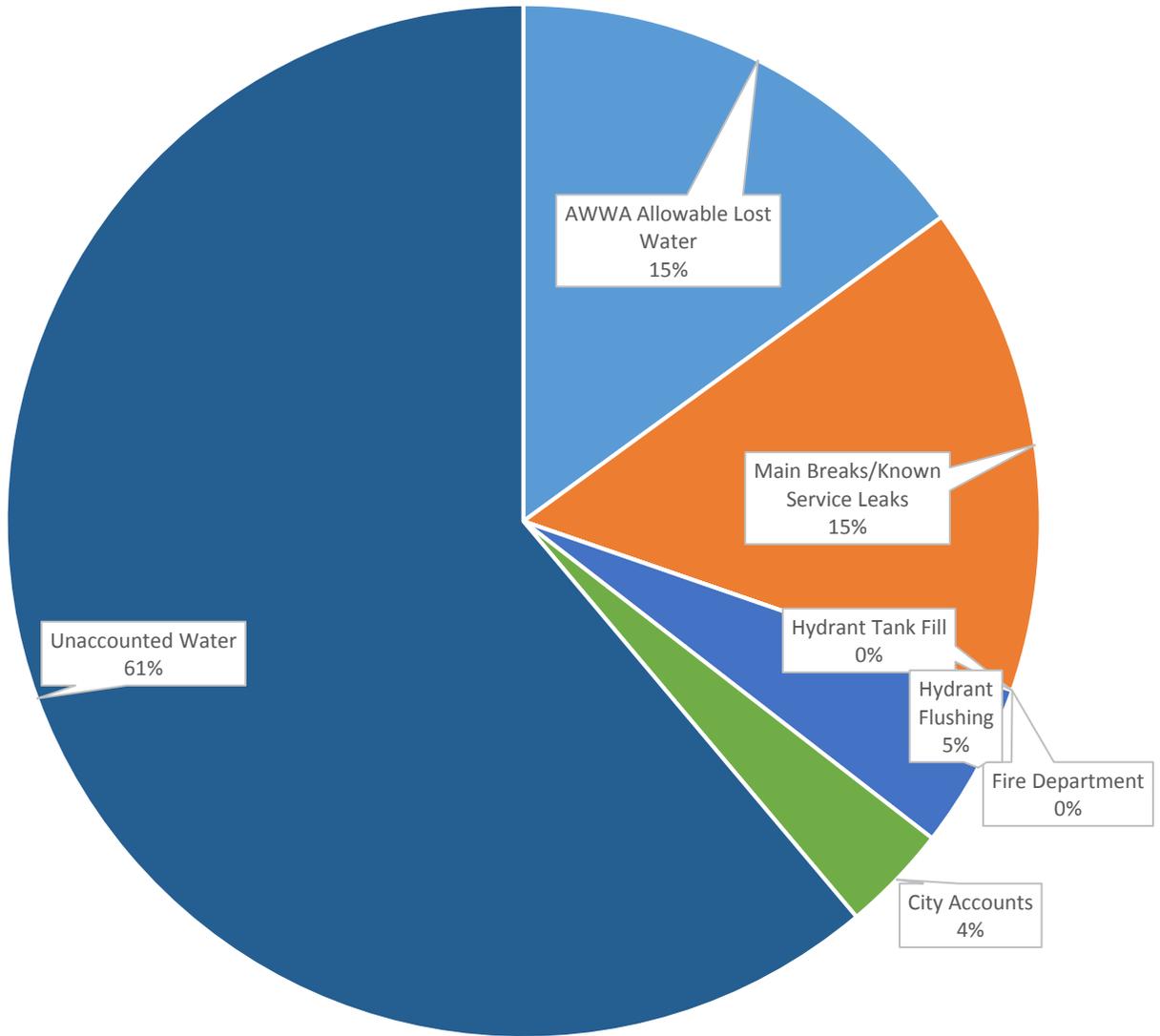


Table 2.8

2018 Non-Revenue Water Summary



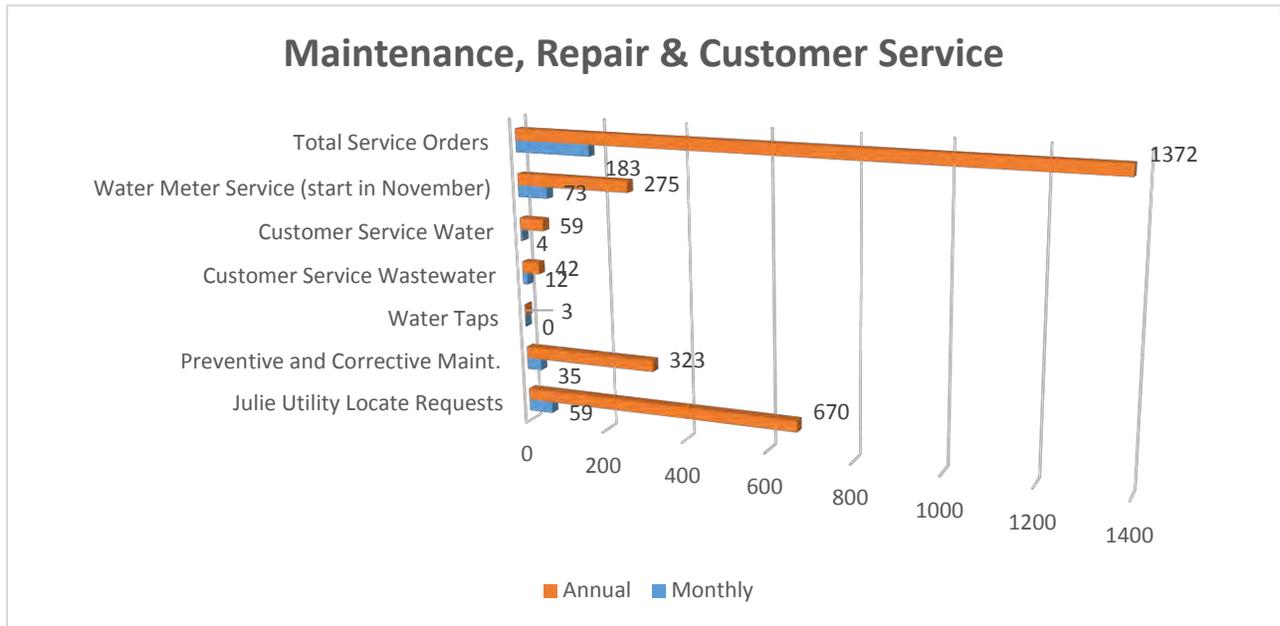
- AWWA Allowable Lost Water
- Main Breaks/Known Service Leaks
- Hydrant Tank Fill
- Fire Department
- Hydrant Flushing
- City Accounts
- Unaccounted Water

### 3.0 MAINTENANCE, REPAIR, & CUSTOMER SERVICE

#### 3.1 WATER LOSS

All routine and preventative maintenance as specified in American Water Contract Services’ operating agreement completed. Table 3.2 Summarizes service provided.

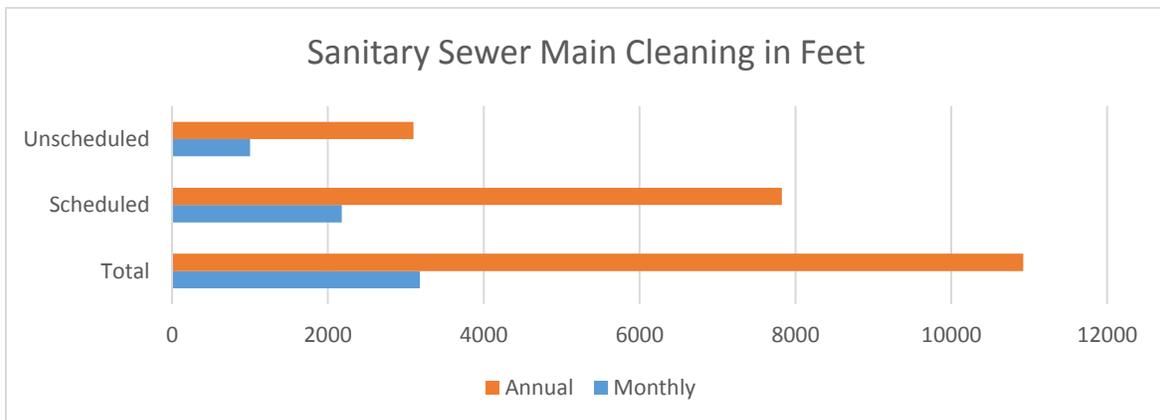
Table 3.2



#### 3.3 COLLECTION SYSTEM OPERATIONS

All lift stations operated properly during the month of June. All lift stations and wet wells were routinely checked each week for proper operation during the month. Table 3.4 shows Sewer Main Maintenance for the month of June 2018.

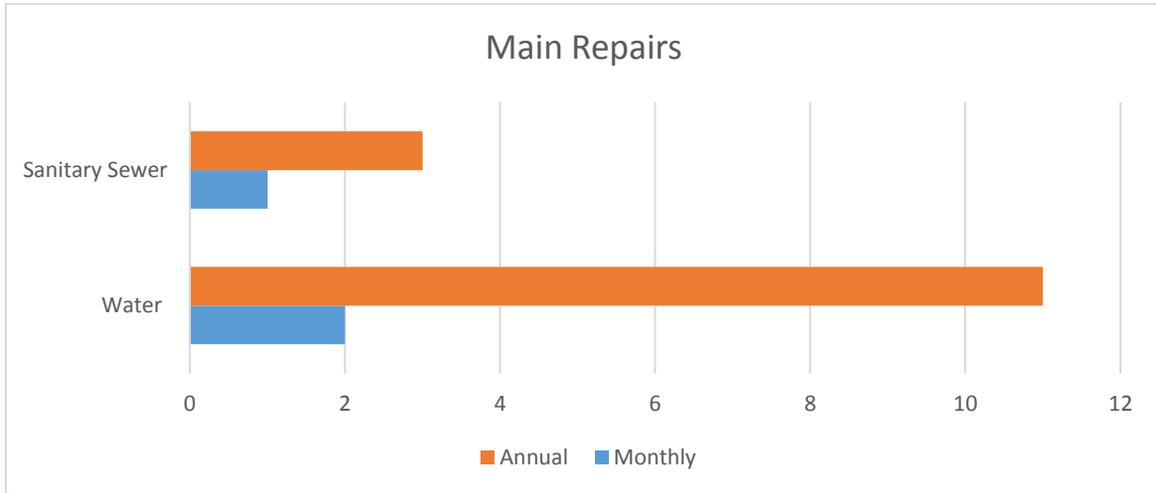
Table 3.4



### 3.5 DISTRIBUTION & COLLECTION SYSTEMS

All routine maintenance completed for the month of June 2018. Table 3.6 summarizes main repairs.

Table 3.6



### 3.7 Water Main Repair

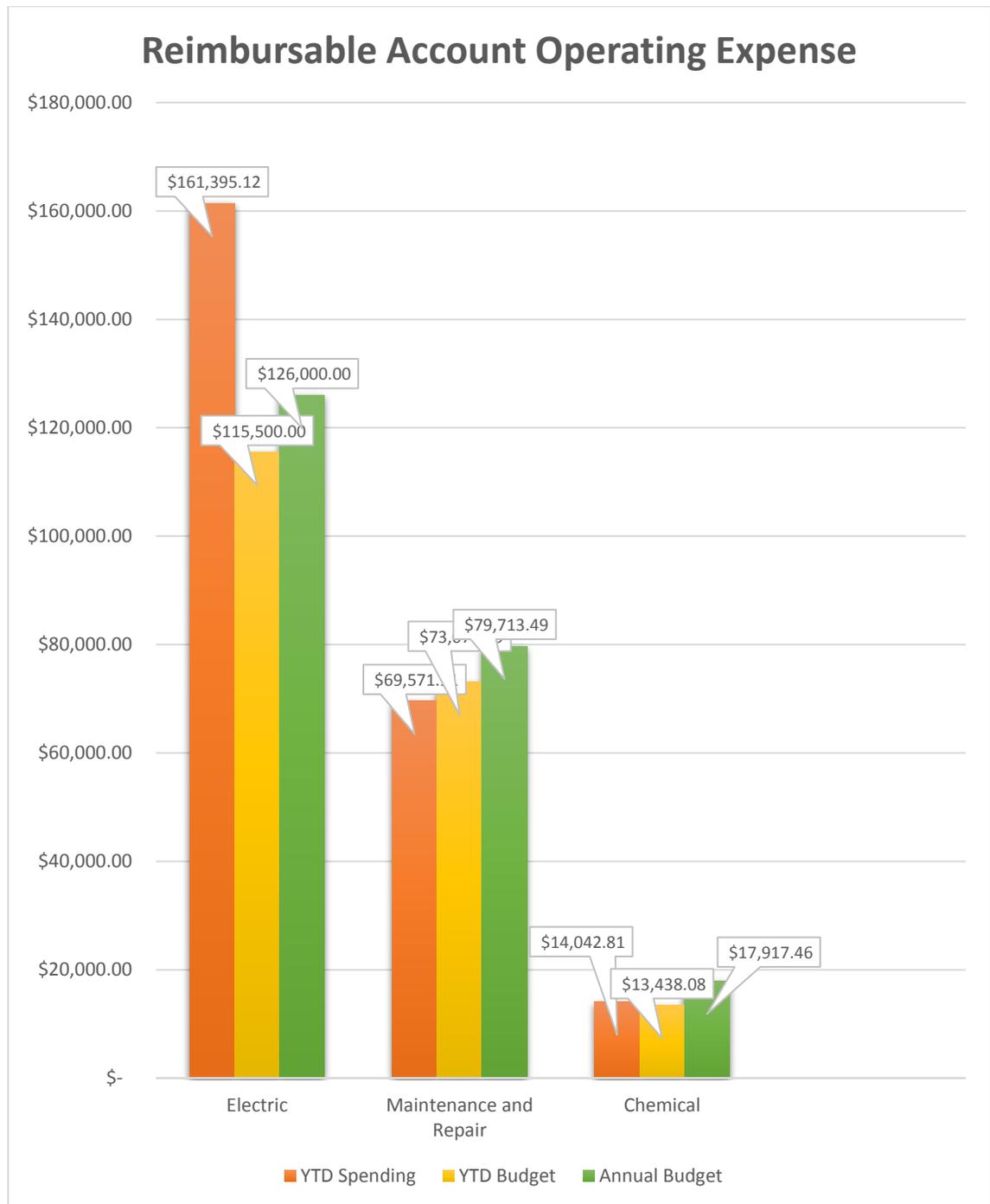
On June 6<sup>th</sup> a water main break was repaired at 700 Park Ave. The leak was the result of several holes in the 10” ductile iron pipe. A repair clamp was installed.

On June 25<sup>th</sup> a water main break was repaired at 320 South St. A circumferential split in the 6” cast iron pipe caused the leak. A repair clamp was installed. This section of water main and sanitary sewer line are in very poor condition and should be on the city’s long-term replacement plan.

## 4.0 Contract Financial

The City of Galena has agreed to reimburse American Water Enterprises for a portion of operating costs. The reimbursement is limited to three categories with the annual level determined by the terms of the 2014 agreement. The three reimbursable items are electricity, maintenance & repair, and chemical. The accounts are officially balanced at the end of each contract year. Figure 4.1 is a year to date summary of the spending associated with these accounts.

4.1 Table



## 5.0 SAFETY *100% Of our Behavior – 100% of the Time*

### 5.1 TRAINING

Safety training completed with daily safety topics, weekly safety reminders, and monthly in-house training.

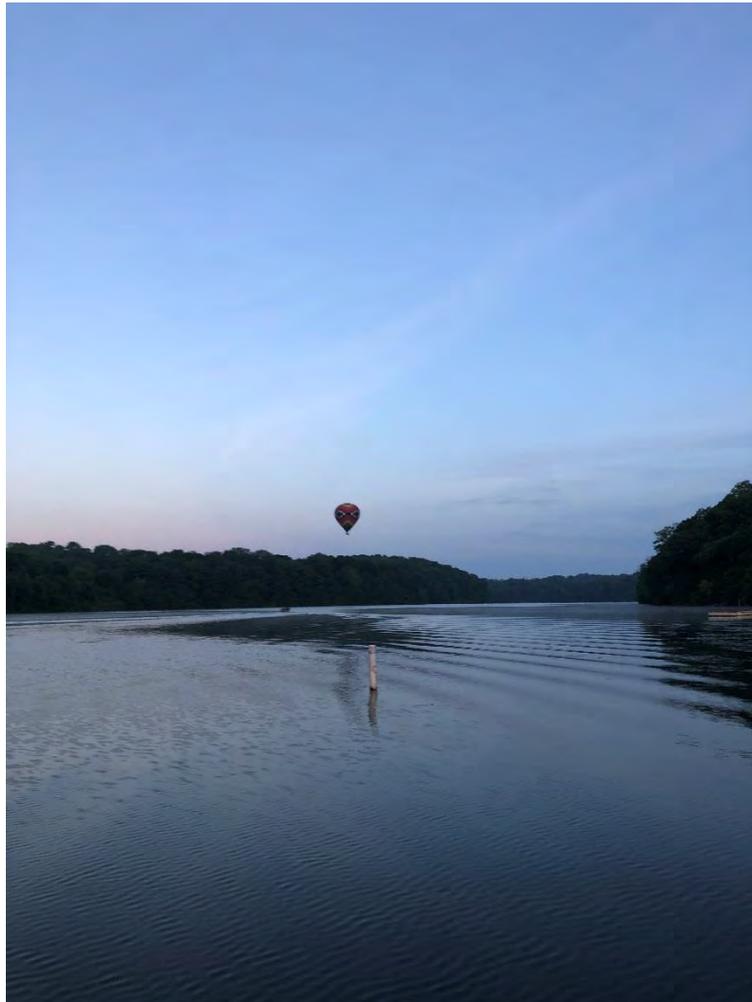
### 5.2 SAFETY INSPECTIONS

Safety audit conducted before 6/30/18. American Water Contract Services Monthly Audit Safety rating was at 99%. No lost time accidents. We have worked 465 days since a lost time accident. There are currently zero Corrective Action Safety Projects open.





# *Monthly Operations Report*



*July 2018*

*Prepared for*

*The City of Galena*

*By Matt Trotter*

*Supervisor Operations and Maintenance*

*Veolia North America*

## 1.0 WASTEWATER OPERATIONS

### 1.1 EFFLUENT QUALITY

As indicated in Table 1.2, and Table 1.3, the effluent quality for the Galena Wastewater Treatment Plant was within NPDES permit parameters. The discharge monitoring reports electronically submitted to IEPA in May 2018.

Table 1.2

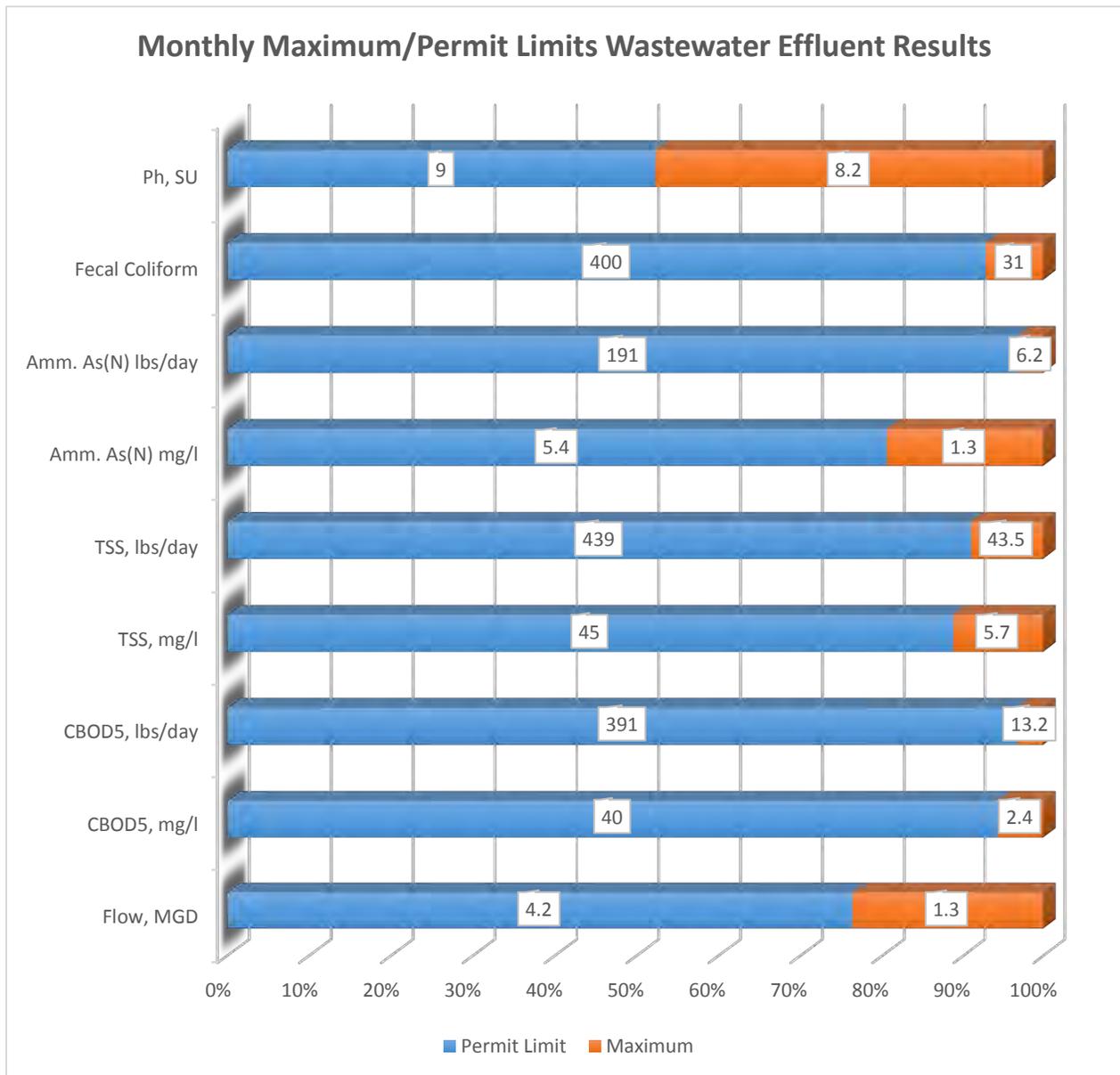
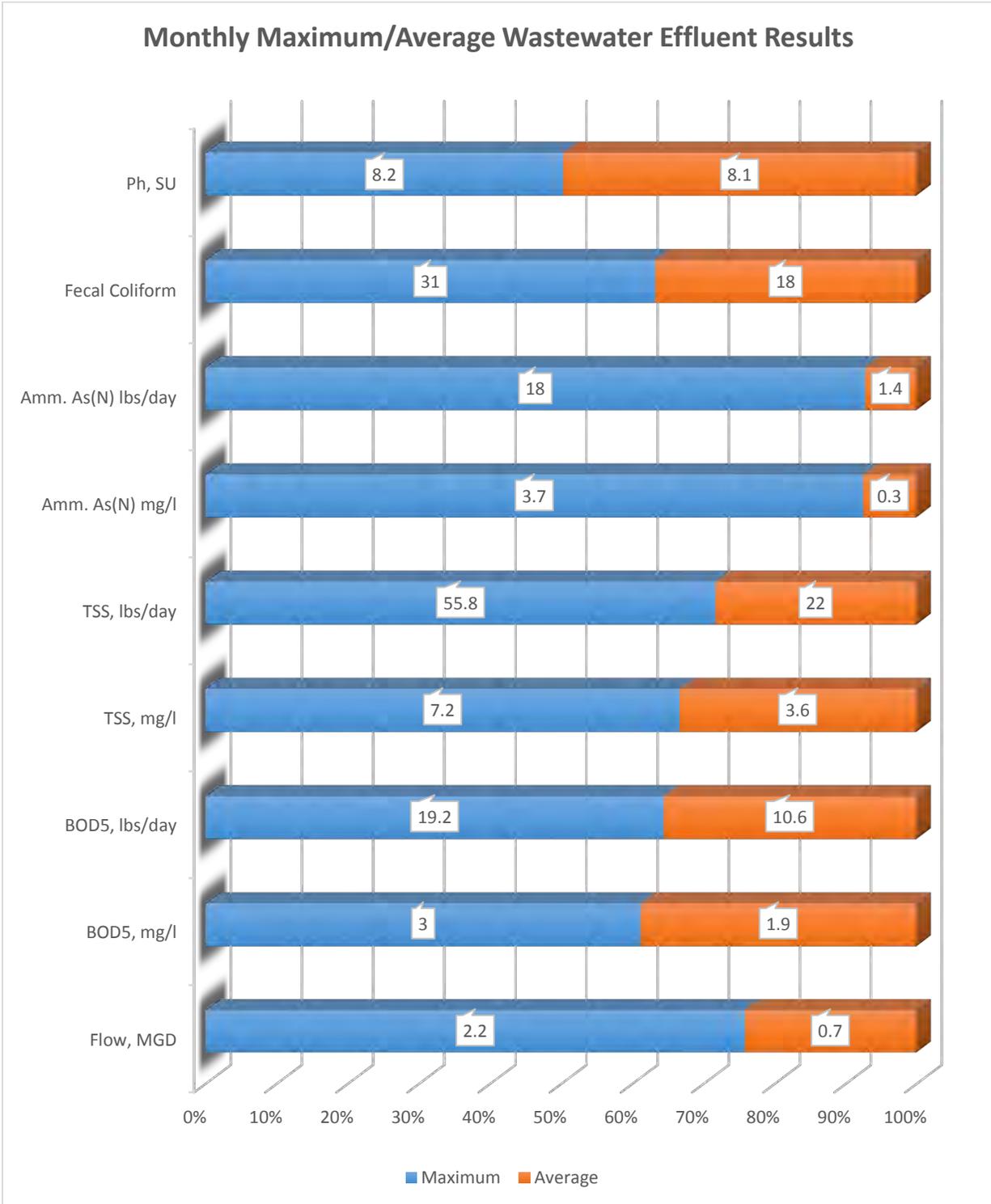


Table 1.3



## 2.0 WATER OPERATIONS

### 2.1 WATER QUALITY

Fluoride and bacteria water samples collected and sent to outside laboratories for analysis. All samples within IEPA and Department of Health water quality standards. All wells checked, inspected, and tested on a daily basis, and the Horseshoe Mound Water Reservoir checked and inspected on a weekly basis to assure a clean and adequate potable water supply.

### 2.2 WATER PRODUCTION

Total water produced **15,267,000 gallons**. The daily average water produced **492,484 gallons per day**. Monthly pumping shown in Table 2.3. Monthly residual data shown in table 2.4. Daily water produced shown in Table 2.5.

Table 2.3

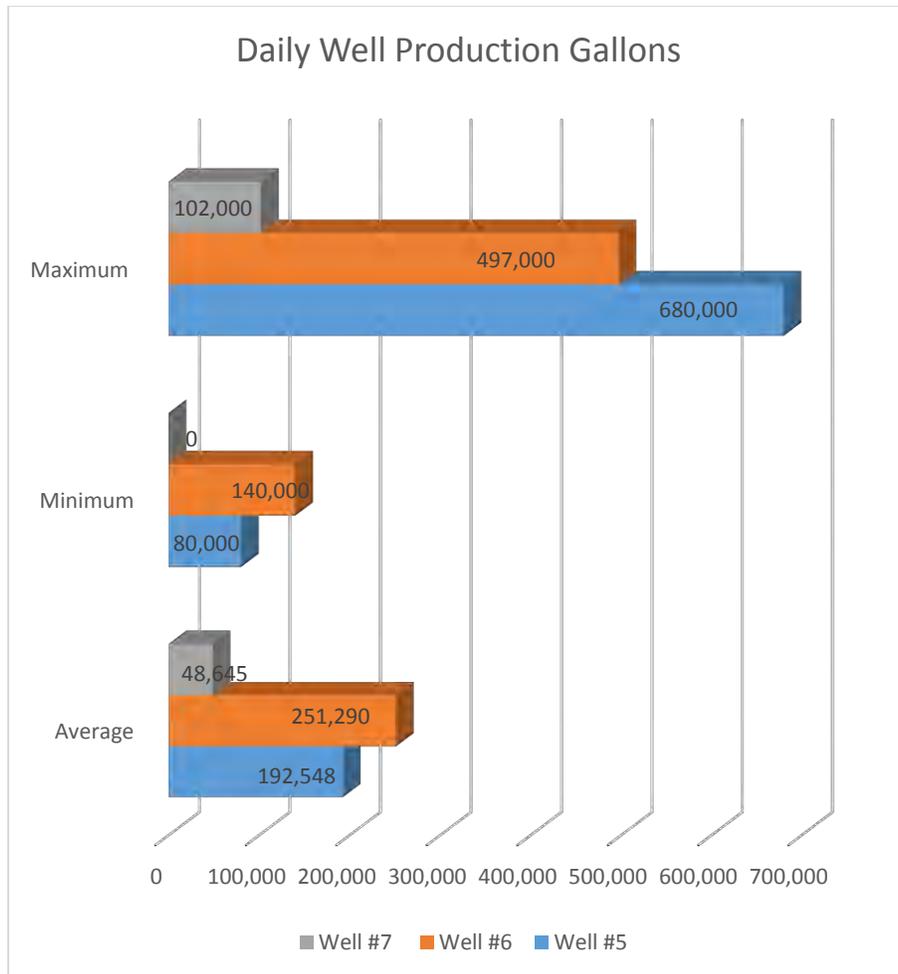


Table 2.4

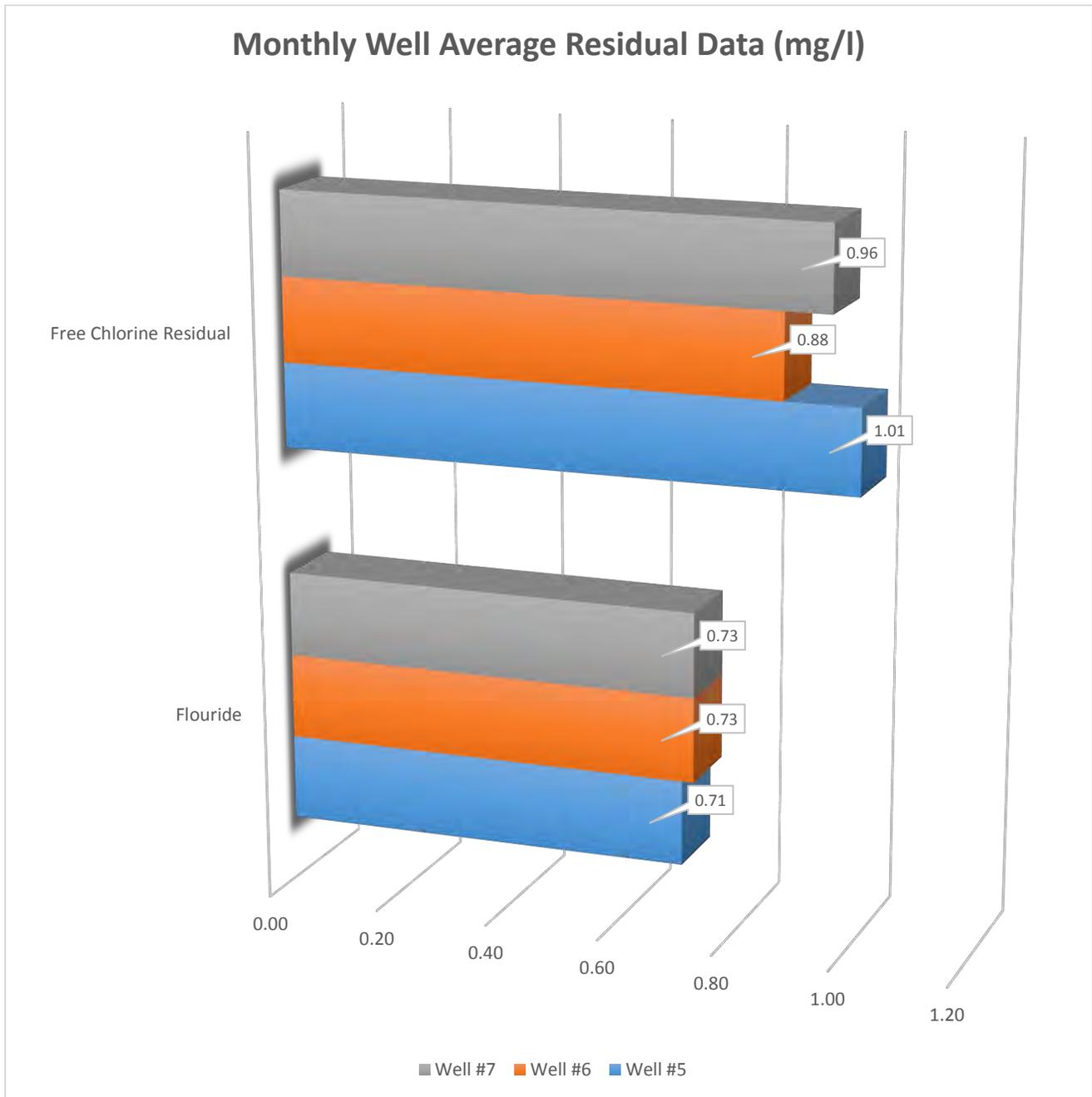
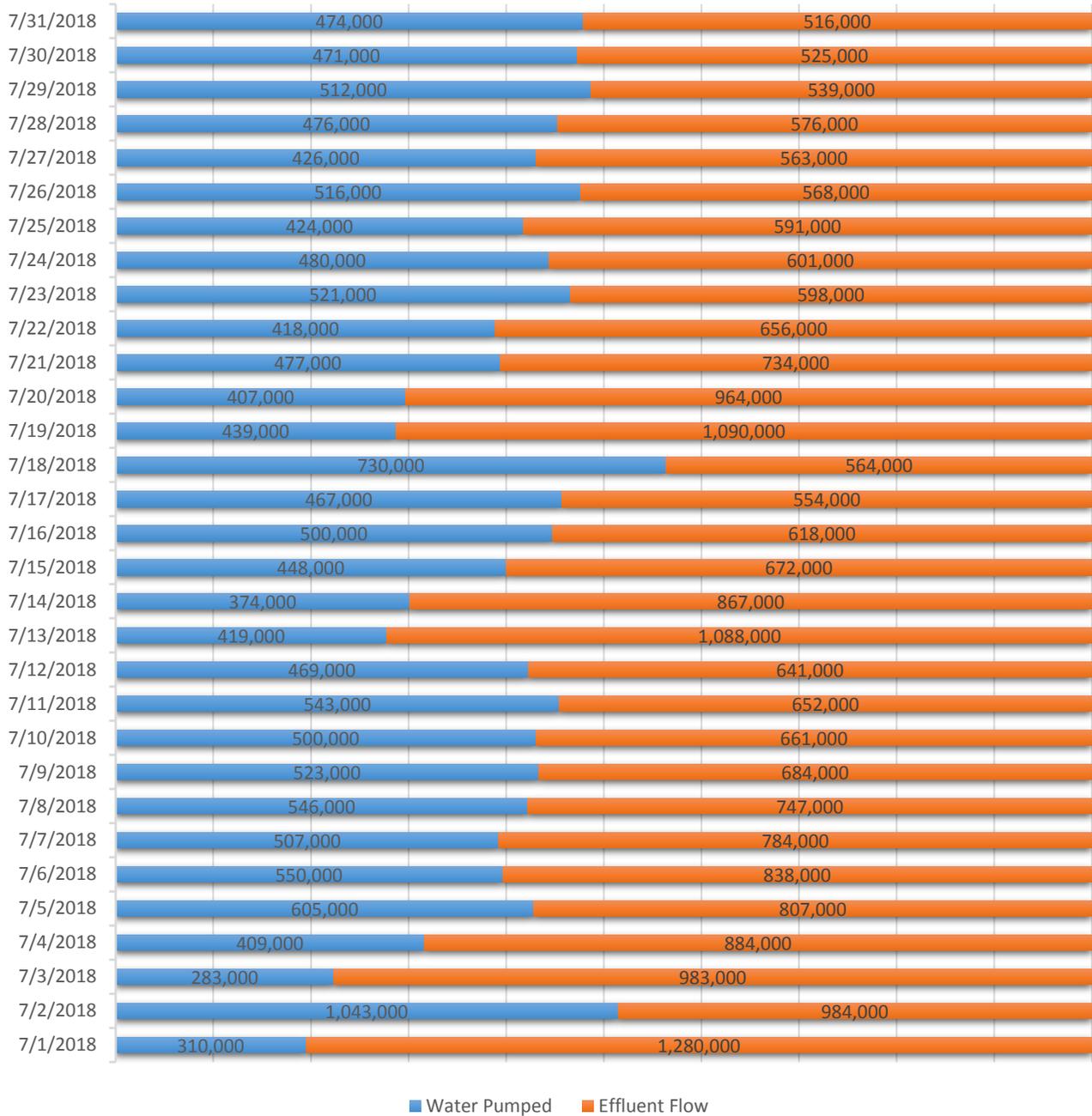


Table 2.5

### Daily Water Production Vs. Effluent Flow Gallons



## 2.6 WATER LOSS

Un-metered water used in the City of Galena equates to lost revenue in water and sewer user fees. Water accounting for the period of January 1, 2018 – June 31, 2018 in Table 2.7 and table 2.8.

Table 2.7

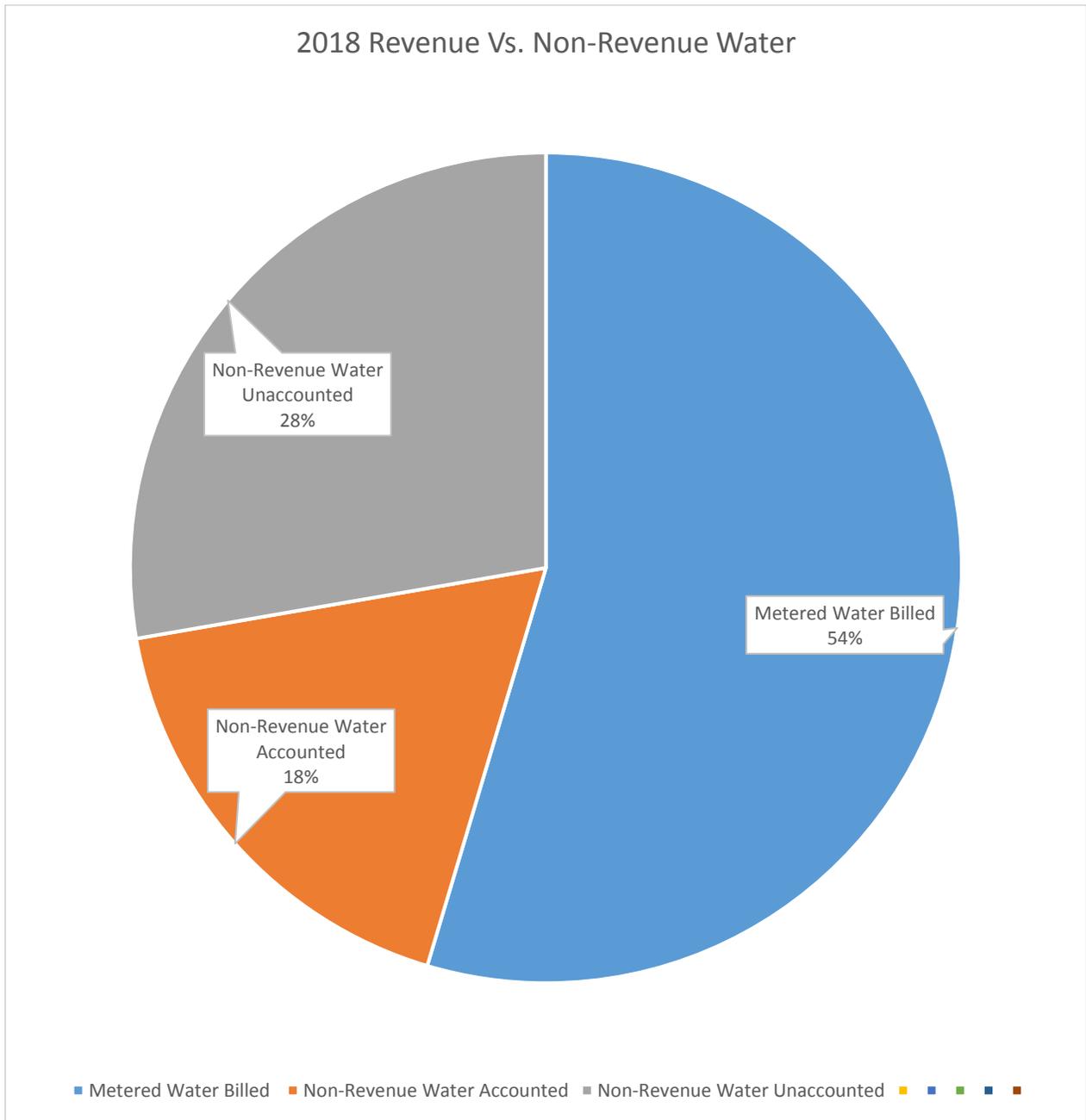
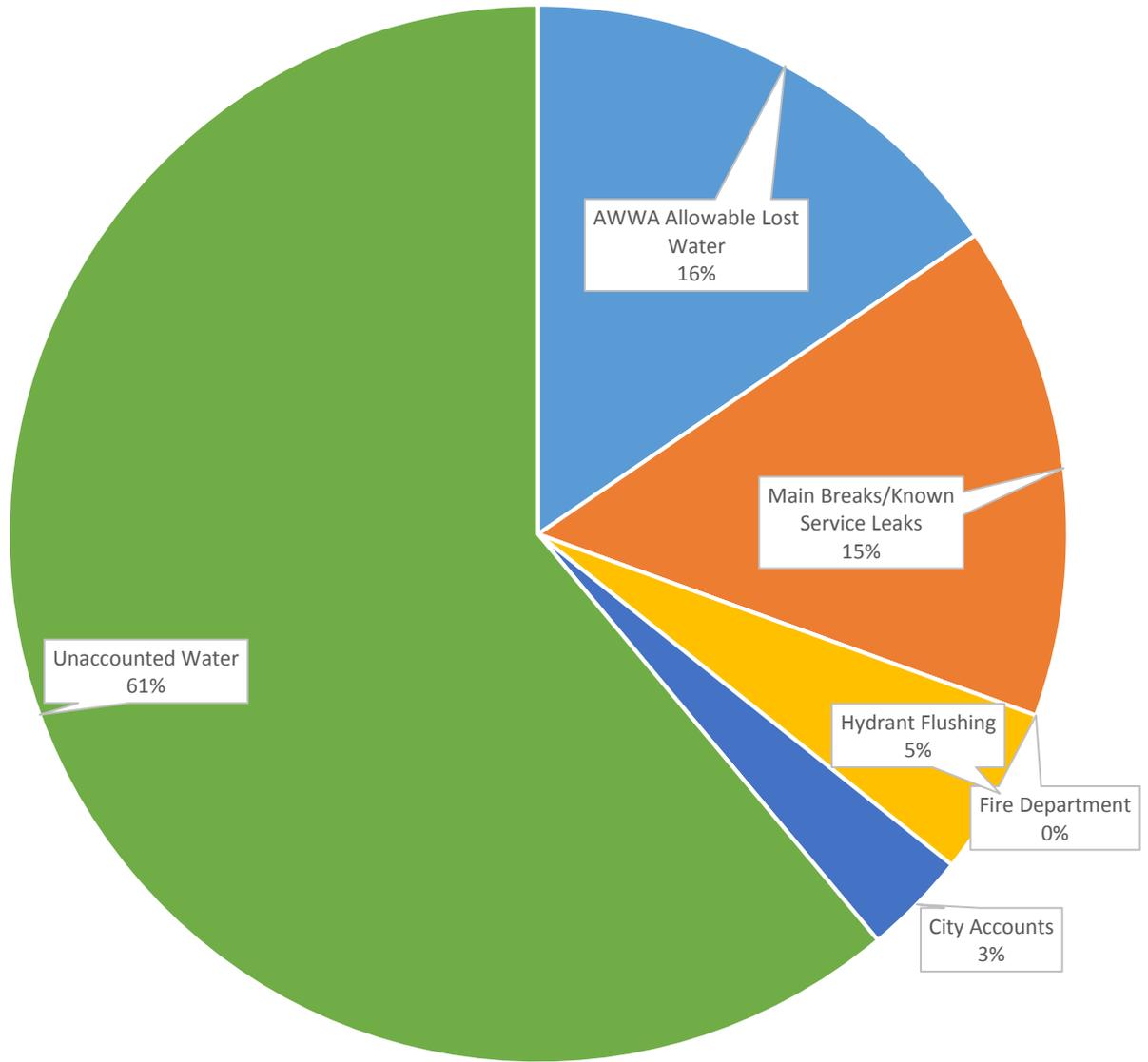


Table 2.8

2018 Non-Revenue Water Summary



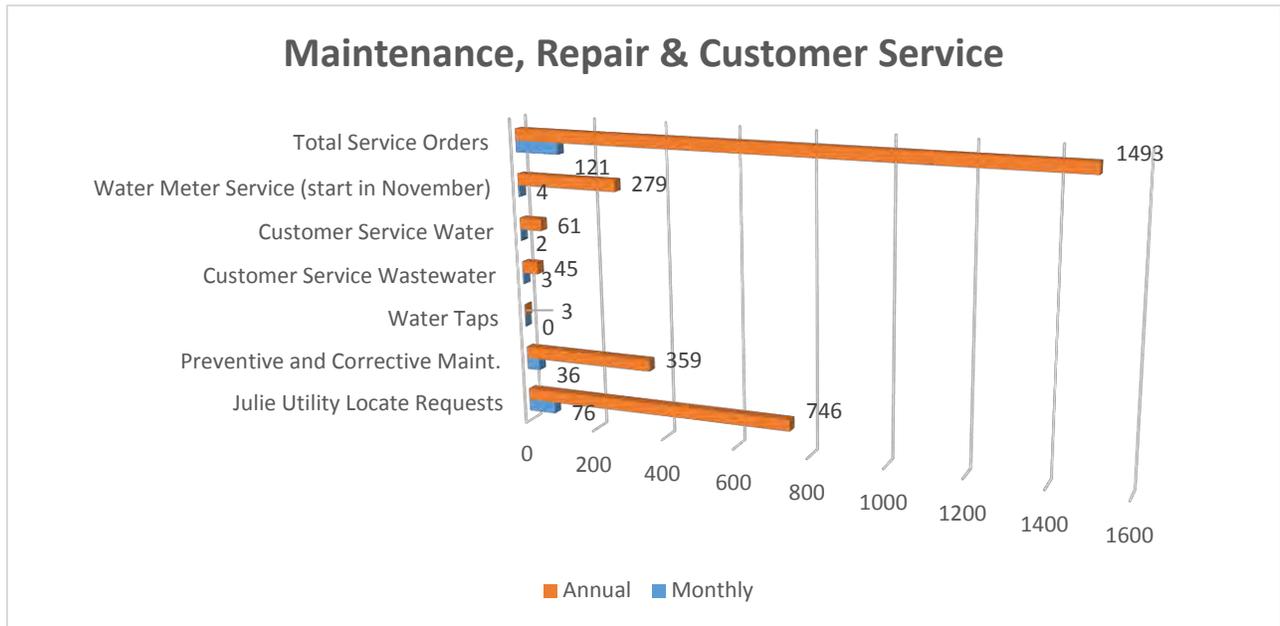
- AWWA Allowable Lost Water
- Main Breaks/Known Service Leaks
- Fire Department
- Hydrant Flushing
- City Accounts
- Unaccounted Water

### 3.0 MAINTENANCE, REPAIR, & CUSTOMER SERVICE

#### 3.1 WATER LOSS

All routine and preventative maintenance as specified in Veolia North America operating agreement completed. Table 3.2 Summarizes service provided.

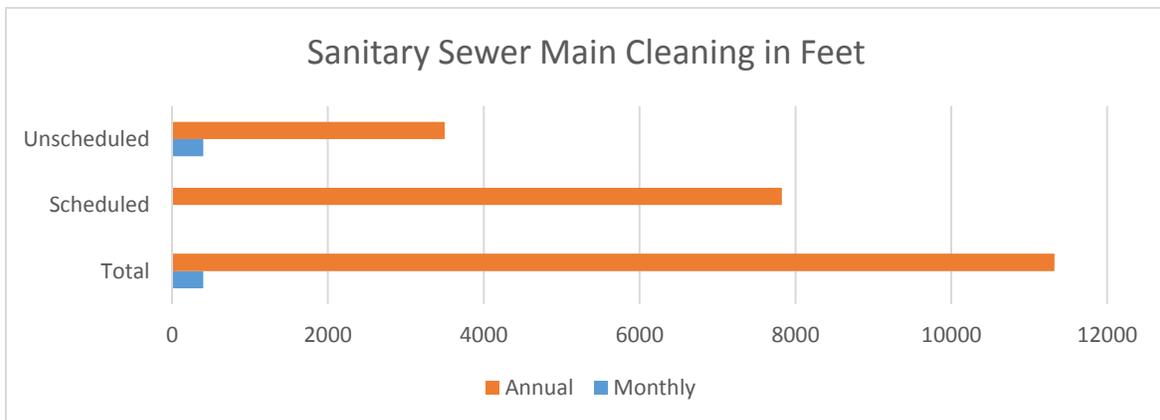
Table 3.2



#### 3.3 COLLECTION SYSTEM OPERATIONS

All lift stations operated properly during the month of June. All lift stations and wet wells were routinely checked each week for proper operation during the month. Table 3.4 shows Sewer Main Maintenance for the month of June 2018.

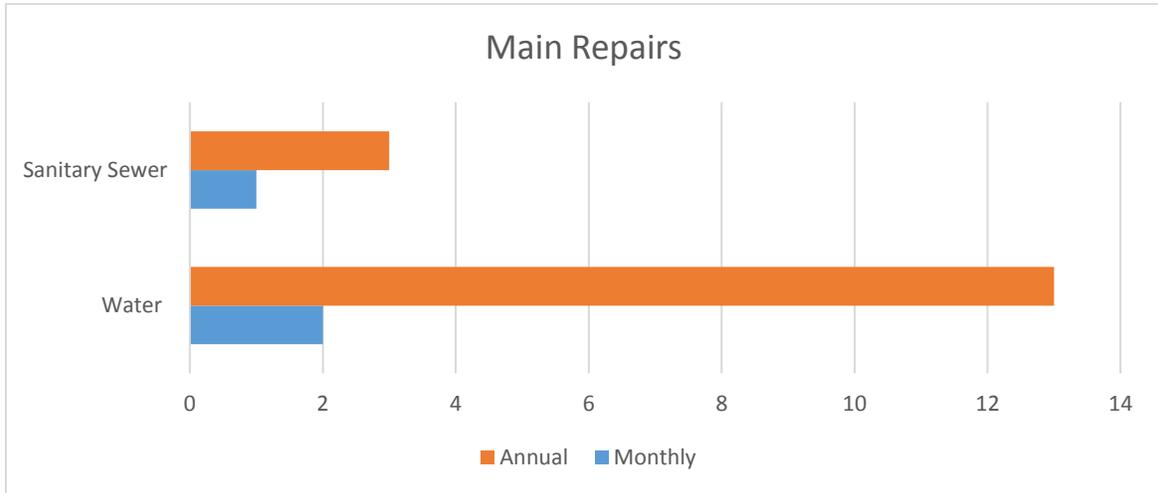
Table 3.4



### 3.5 DISTRIBUTION & COLLECTION SYSTEMS

All routine maintenance completed for the month of June 2018. Table 3.6 summarizes main repairs.

Table 3.6



### 3.7 Water Main Repair

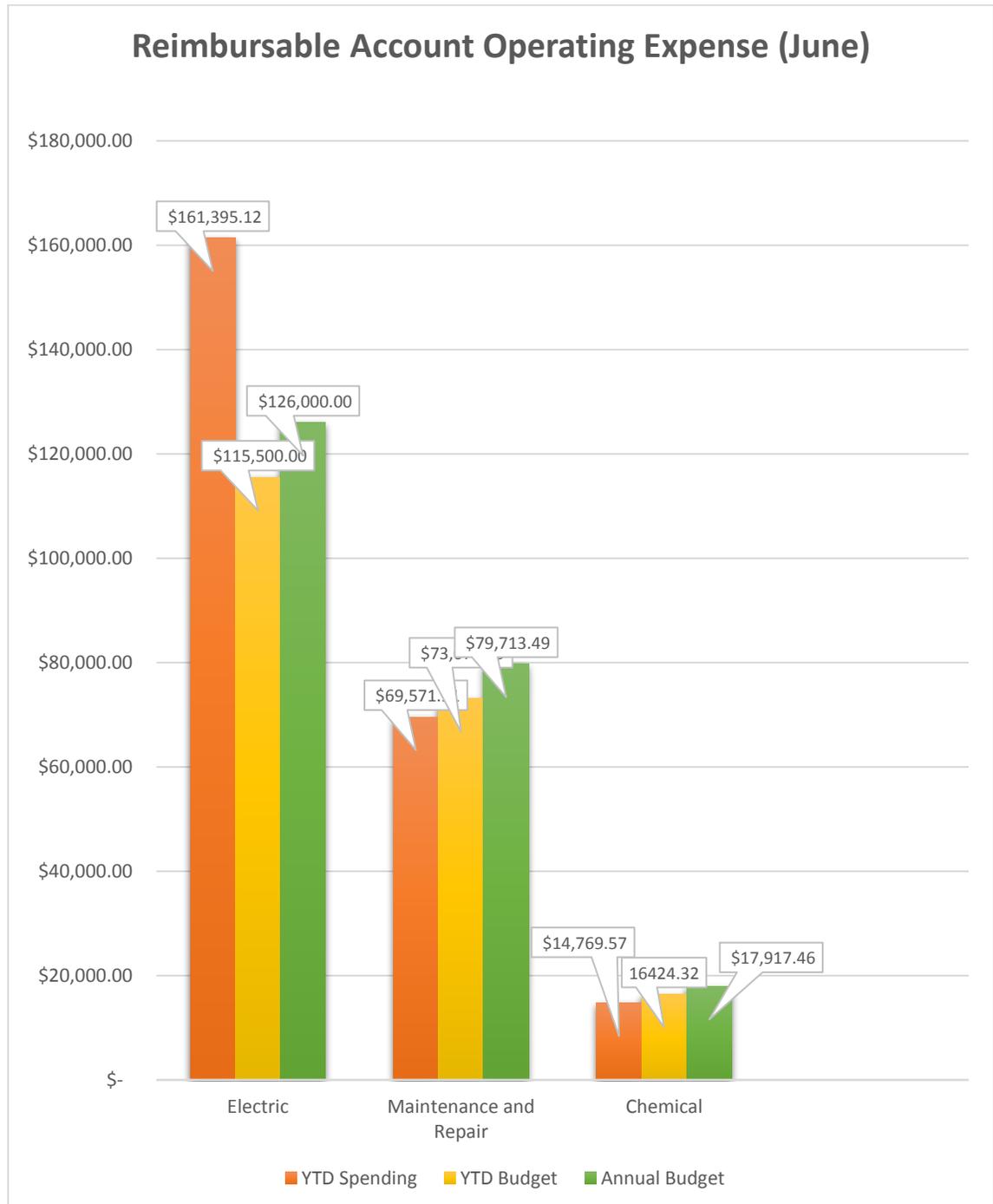
On July 2<sup>nd</sup> a water main break was repaired in front of Blaum Bros. Distilling Company. The leak was the result a hole in the 12” ductile iron pipe. A repair clamp was installed.

On July 12<sup>th</sup> a water main break was repaired at 316 Elk St. A circumferential split in the 4” cast iron pipe caused the leak. A repair clamp was installed.

## 4.0 Contract Financial

The City of Galena has agreed to reimburse Veolia North America for a portion of operating costs. The reimbursement is limited to three categories with the annual level determined by the terms of the 2014 agreement. The three reimbursable items are electricity, maintenance & repair, and chemical. The accounts are officially balanced at the end of each contract year. Figure 4.1 is a year to date summary of the spending associated with these accounts.

### 4.1 Table



## 5.0 SAFETY *Goal Zero – Leading Safety Together*

### 5.1 TRAINING

Safety training completed with daily safety topics, weekly safety reminders, and monthly in-house training.

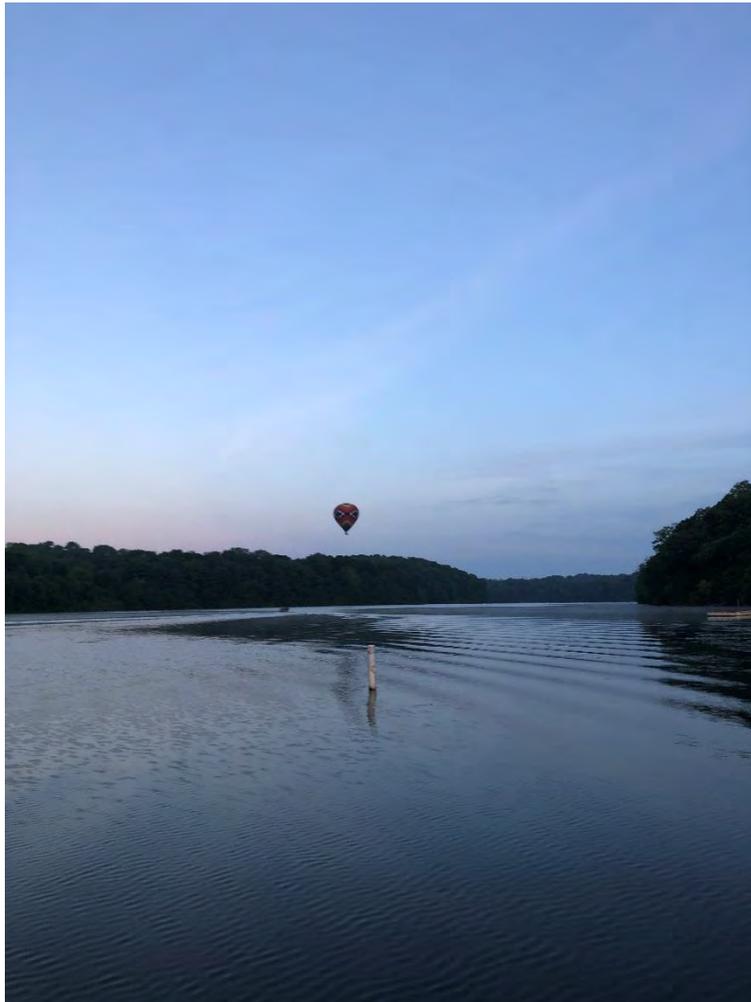
### 5.2 SAFETY INSPECTIONS

Safety audit conducted before 6/30/18. Veolia North America Monthly Audit Safety rating was at 99%. No lost time accidents. We have worked 465 days since a lost time accident. There are currently zero Corrective Action Safety Projects open.





# *Monthly Operations Report*



*August 2018*

*Prepared for*

*The City of Galena*

*By Matt Trotter*

*Supervisor Operations and Maintenance*

*Veolia North America*

## 1.0 WASTEWATER OPERATIONS

### 1.1 EFFLUENT QUALITY

As indicated in Table 1.2, and Table 1.3, the effluent quality for the Galena Wastewater Treatment Plant was within NPDES permit parameters. The discharge monitoring reports electronically submitted to IEPA in August 2018.

Table 1.2

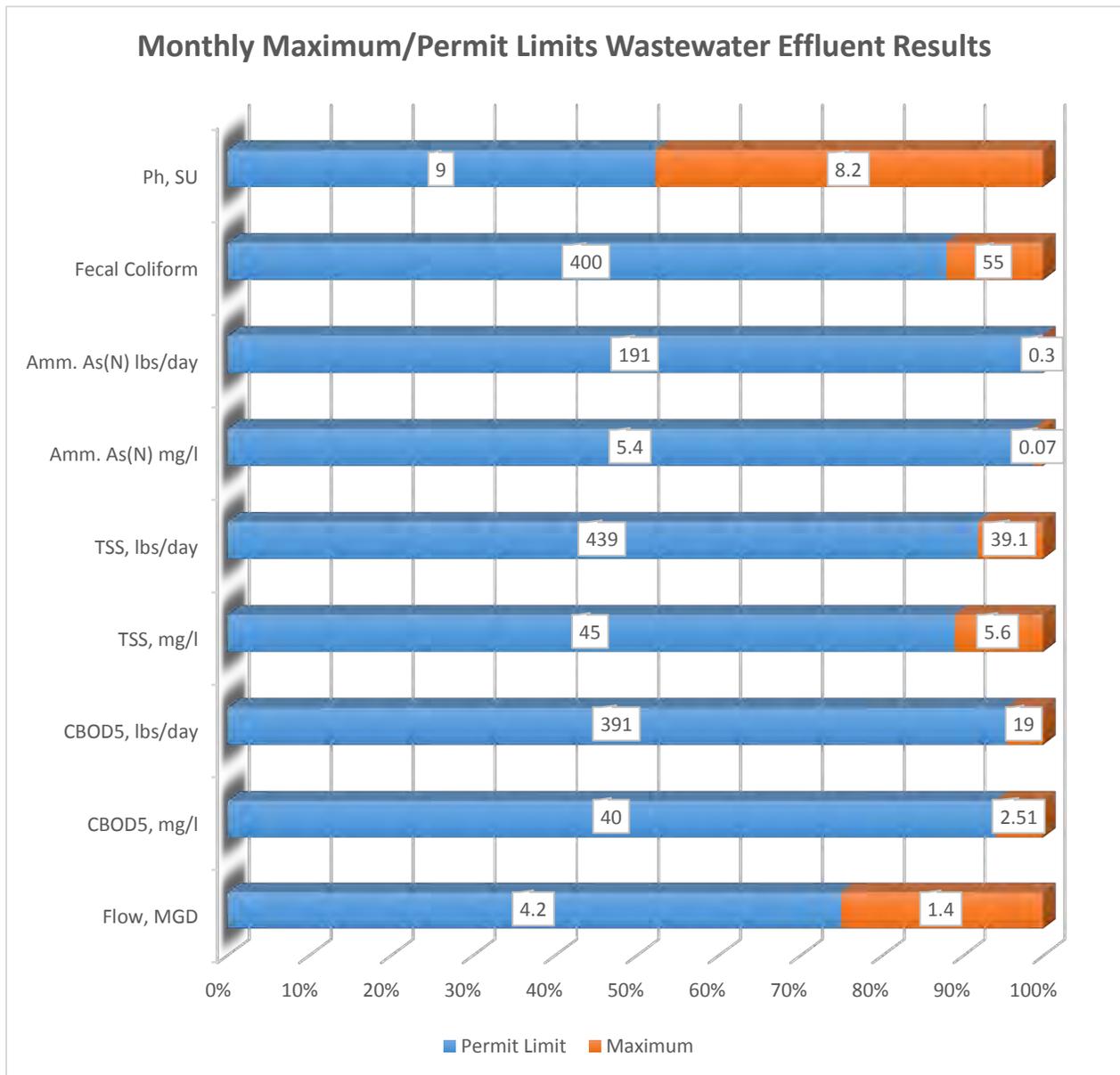
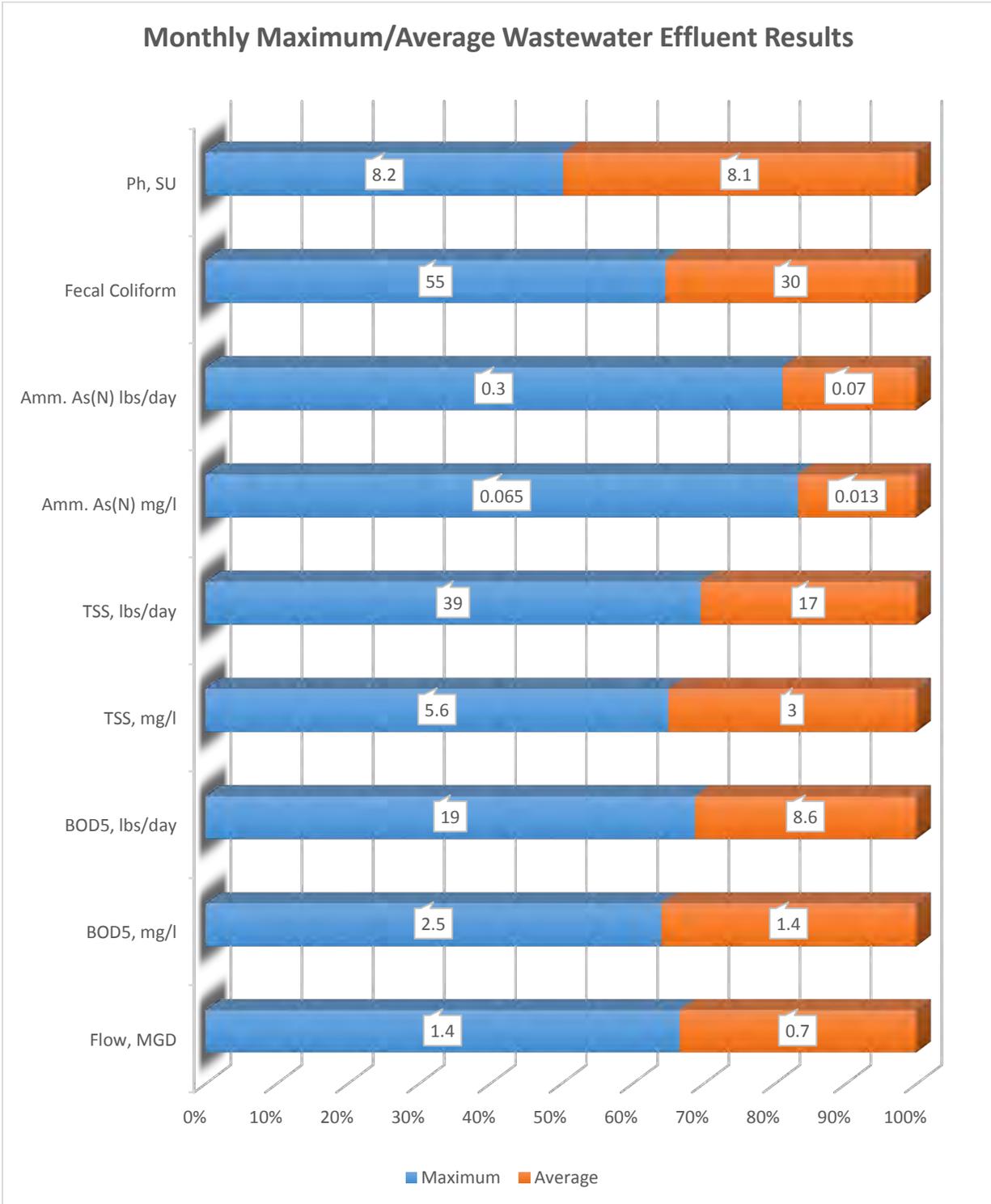


Table 1.3



## 2.0 WATER OPERATIONS

### 2.1 WATER QUALITY

Fluoride and bacteria water samples collected and sent to outside laboratories for analysis. All samples within IEPA and Department of Health water quality standards. All wells checked, inspected, and tested on a daily basis, and the Horseshoe Mound Water Reservoir checked and inspected on a weekly basis to assure a clean and adequate potable water supply.

### 2.2 WATER PRODUCTION

Total water produced **13,741,000 gallons**. The daily average water produced **443,258 gallons per day**. Monthly pumping shown in Table 2.3. Monthly residual data shown in table 2.4. Daily water produced shown in Table 2.5.

Table 2.3

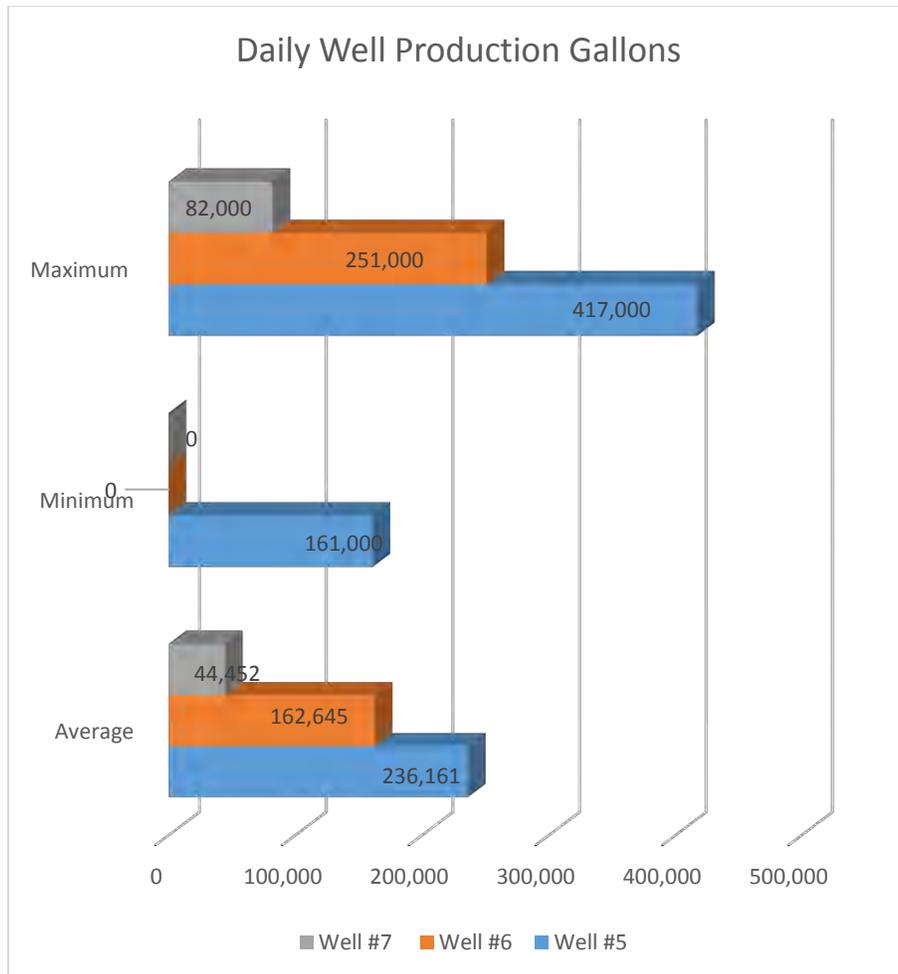


Table 2.4

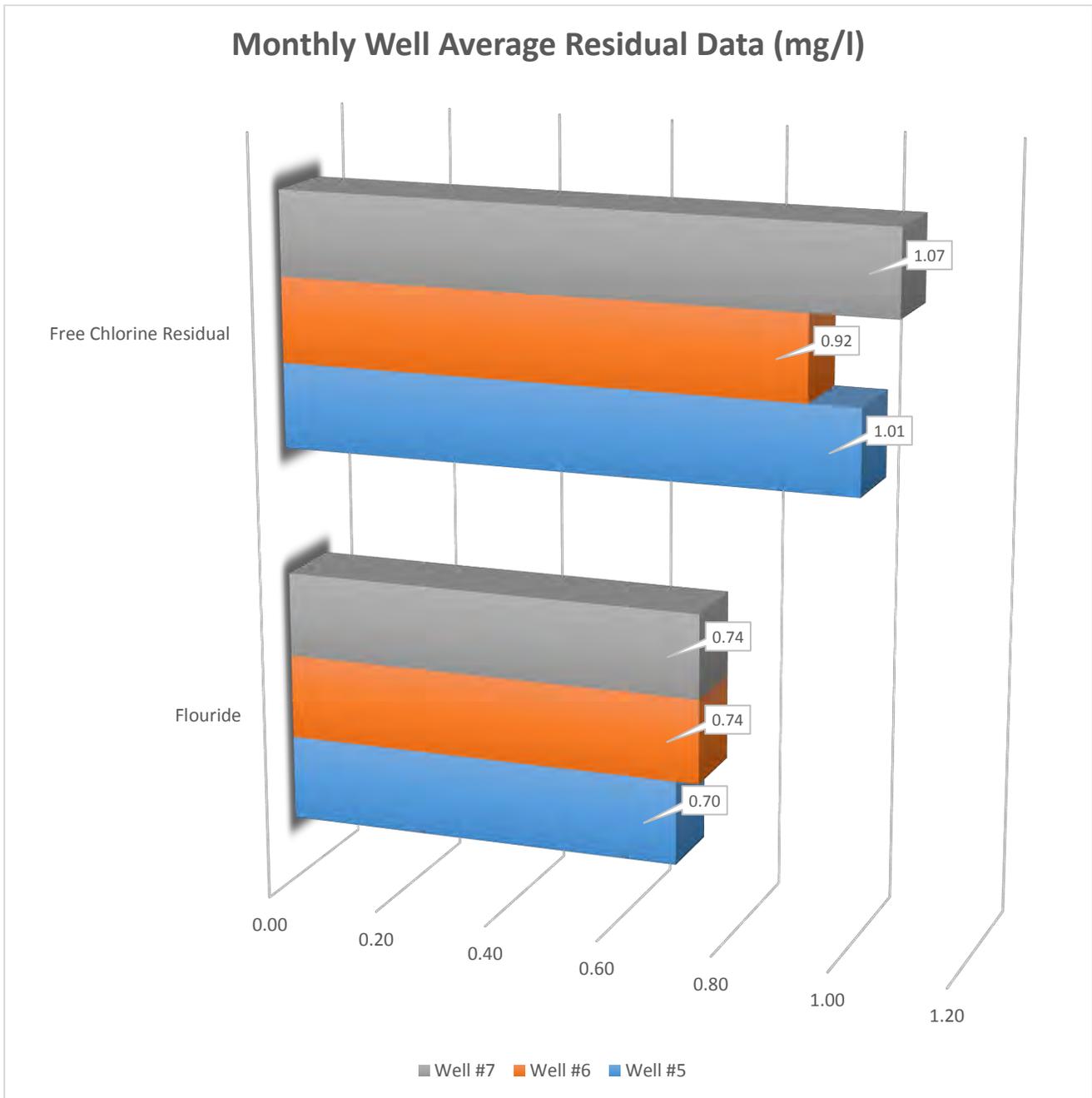


Table 2.5

### Daily Water Production Vs. Effluent Flow Gallons



## 2.6 WATER LOSS

Un-metered water used in the City of Galena equates to lost revenue in water and sewer user fees. Water accounting for the period of January 1, 2018 – August 31, 2018 in Table 2.7 and table 2.8.

Table 2.7

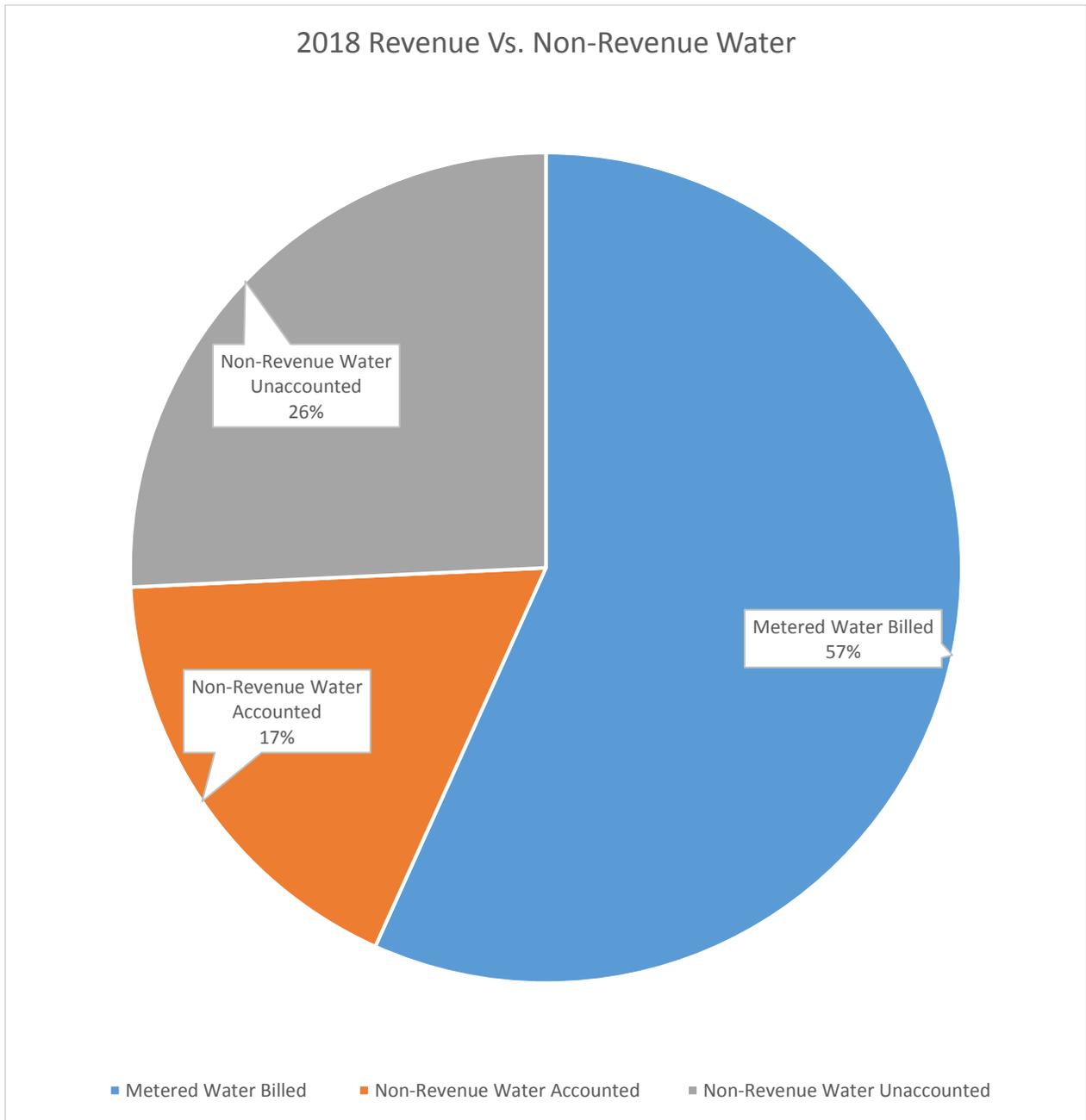
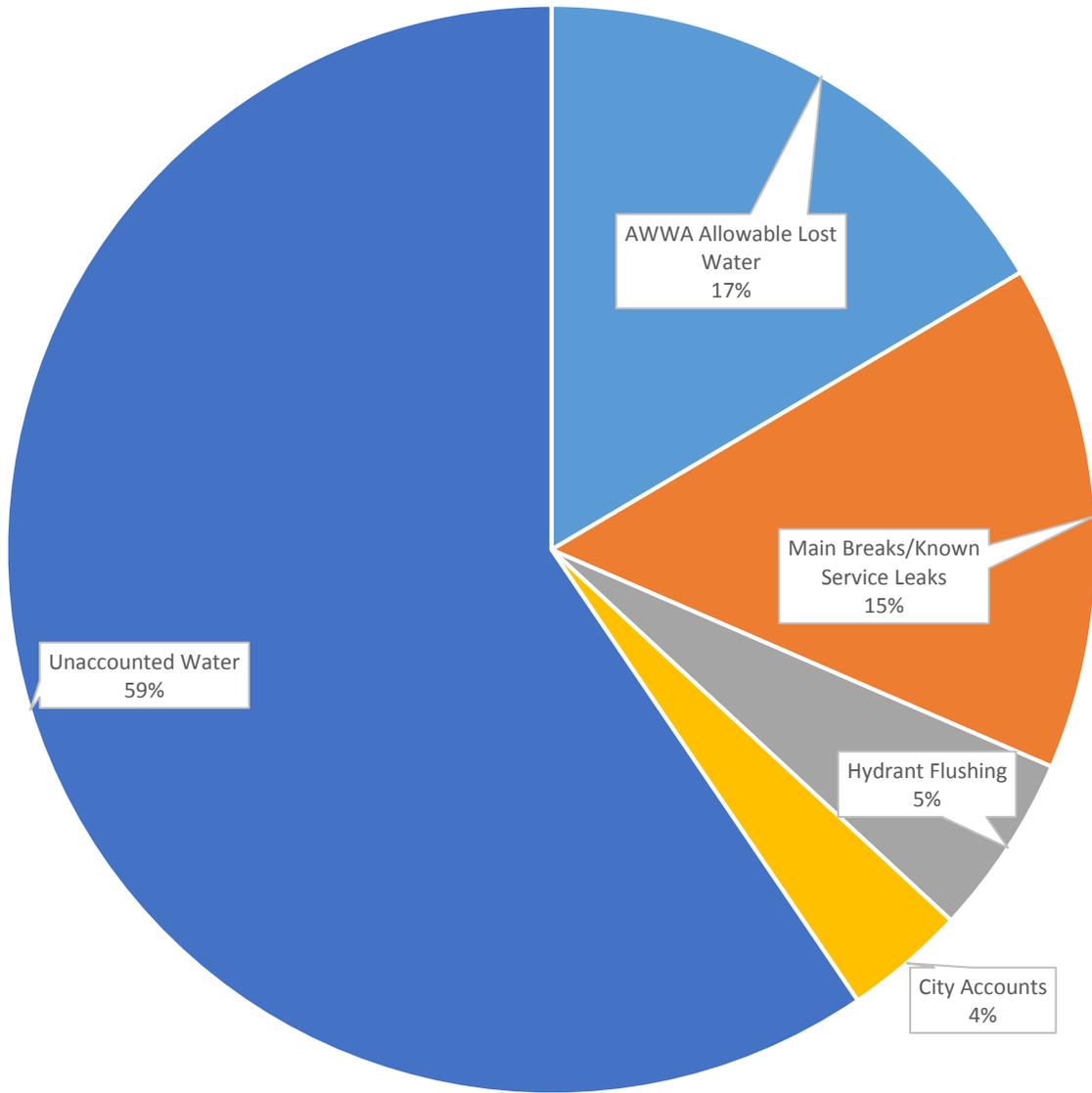


Table 2.8

2018 Non-Revenue Water Summary



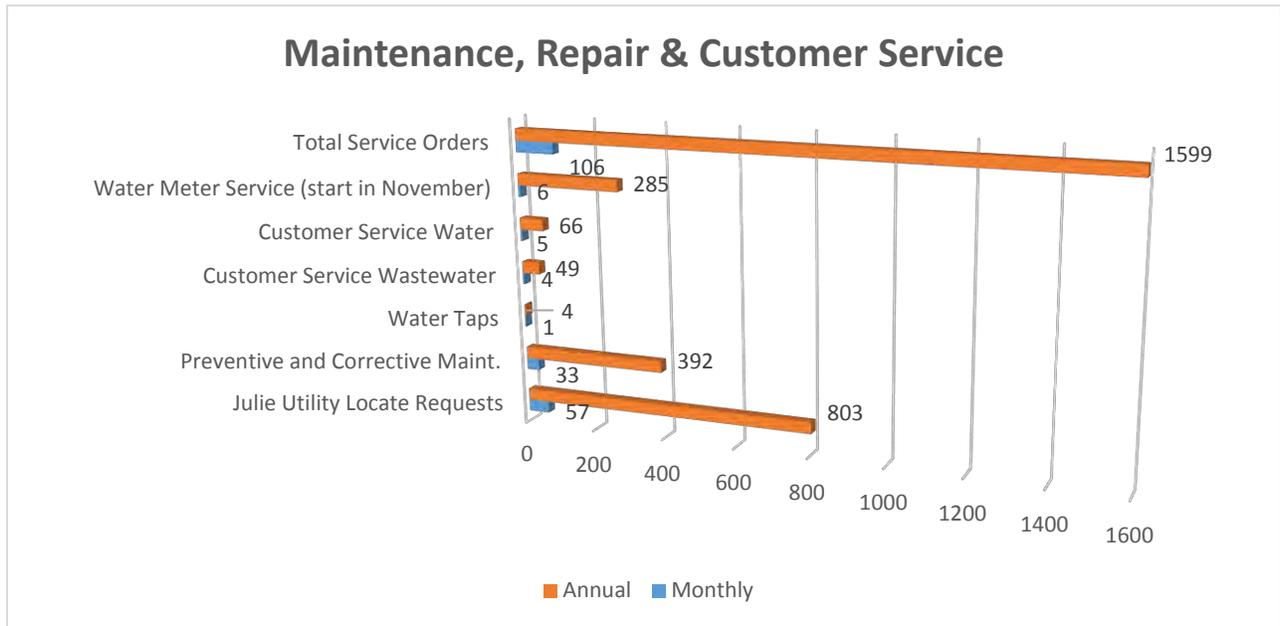
- AWWA Allowable Lost Water
- Main Breaks/Known Service Leaks
- Hydrant Flushing
- City Accounts
- Unaccounted Water

### 3.0 MAINTENANCE, REPAIR, & CUSTOMER SERVICE

#### 3.1 WATER LOSS

All routine and preventative maintenance as specified in Veolia North America operating agreement completed. Table 3.2 Summarizes service provided.

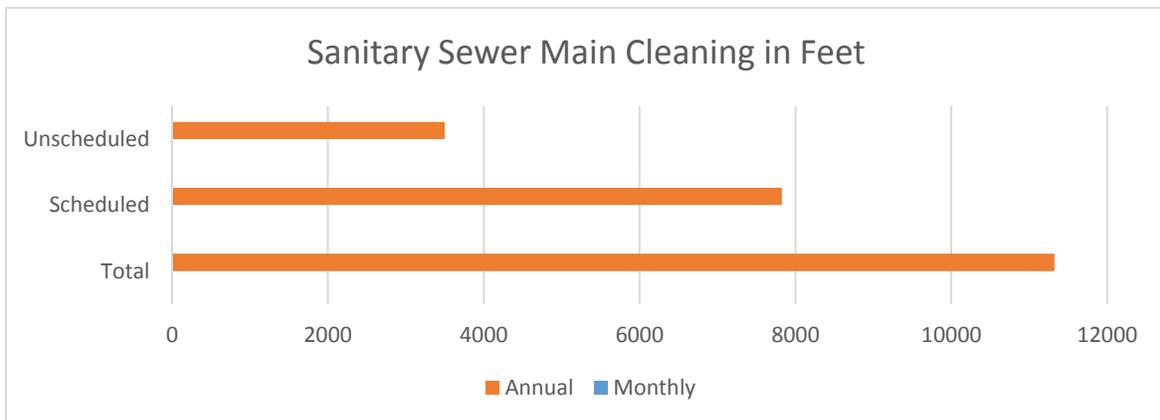
Table 3.2



#### 3.3 COLLECTION SYSTEM OPERATIONS

All lift stations operated properly during the month of August. All lift stations and wet wells were routinely checked each week for proper operation during the month. Table 3.4 shows Sewer Main Maintenance for the month of August 2018.

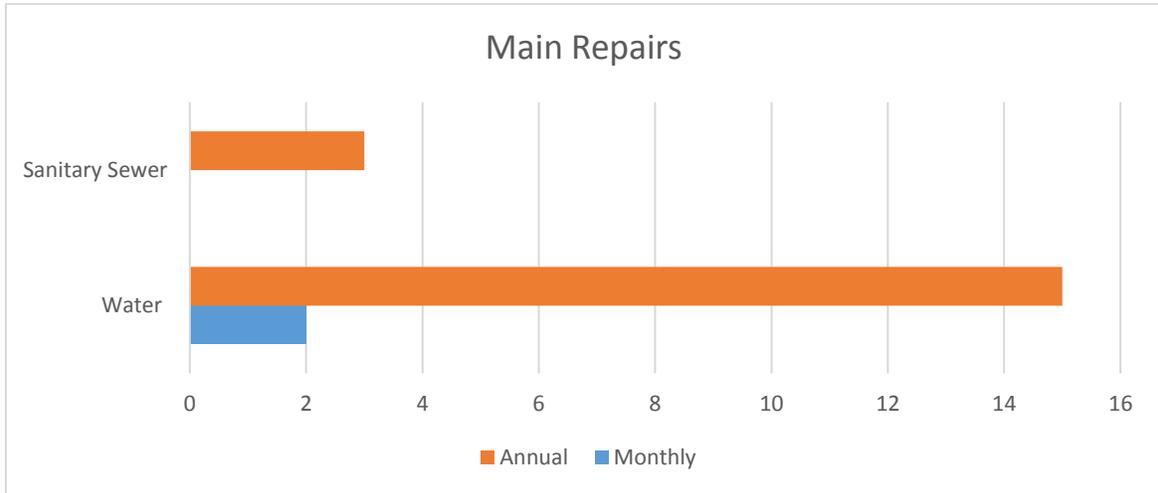
Table 3.4



### 3.5 DISTRIBUTION & COLLECTION SYSTEMS

All routine maintenance completed for the month of August 2018. Table 3.6 summarizes main repairs.

Table 3.6



### 3.7 Water Main Repair

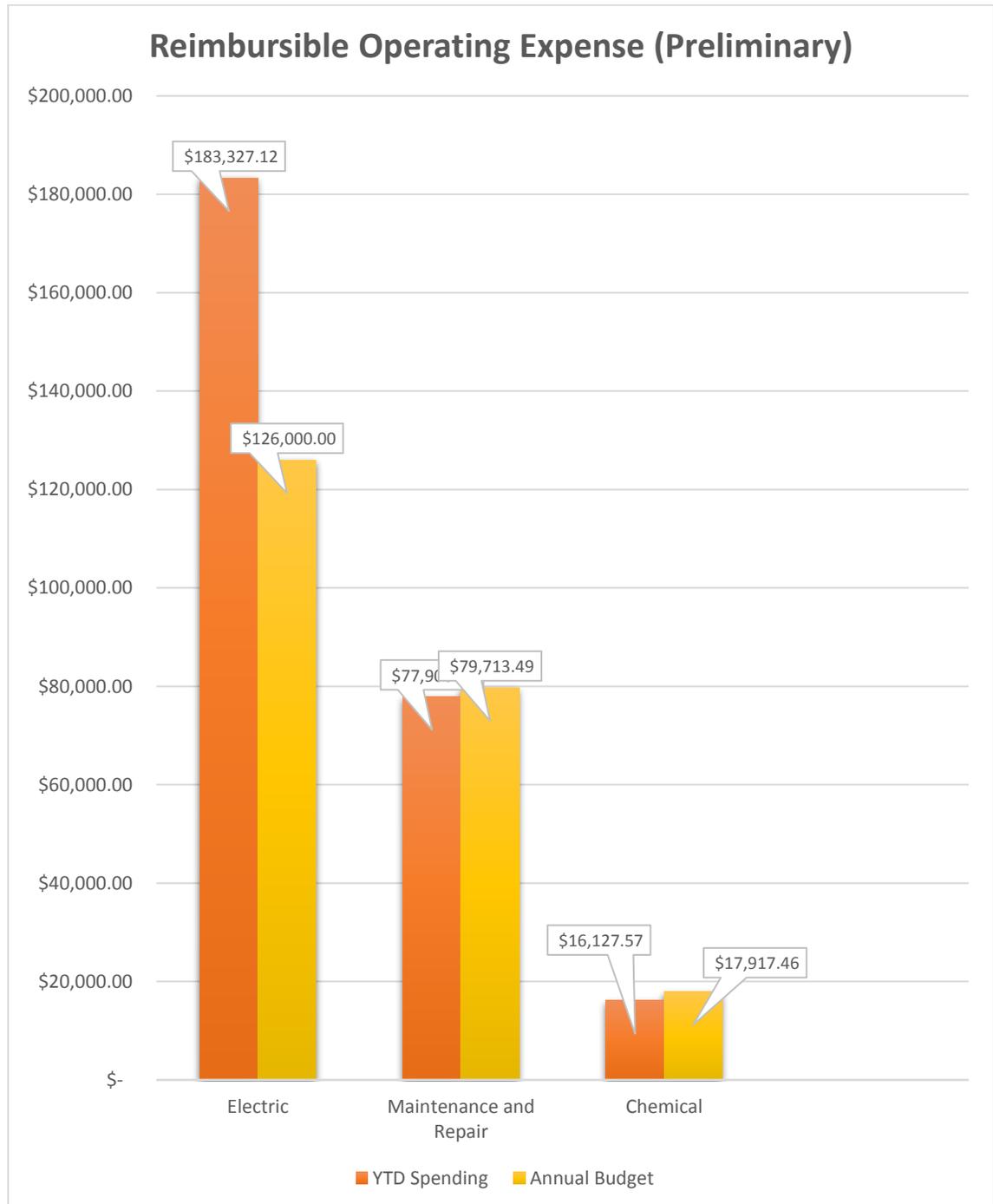
On August 16<sup>th</sup> a water leak was stopped by closing two service valves on the water main at Oldenburg Lane near the Country Inn and Suites. It is possible the lines once fed a temporary construction trailer.

On August 27<sup>th</sup> a water main break was repaired on Clay St. near the intersection of Division St. A circumferential split in the 4" cast iron pipe caused the leak. A repair clamp was installed. (This main was not on our maps)

## 4.0 Contract Financial

The City of Galena has agreed to reimburse Veolia North America for a portion of operating costs. The reimbursement is limited to three categories with the annual level determined by the terms of the 2014 agreement. The three reimbursible items are electricity, maintenance & repair, and chemical. The accounts are officially balanced at the end of each contract year. Figure 4.1 is a preliminary summary of the spending associated with these accounts for 2017-2018.

4.1 Table



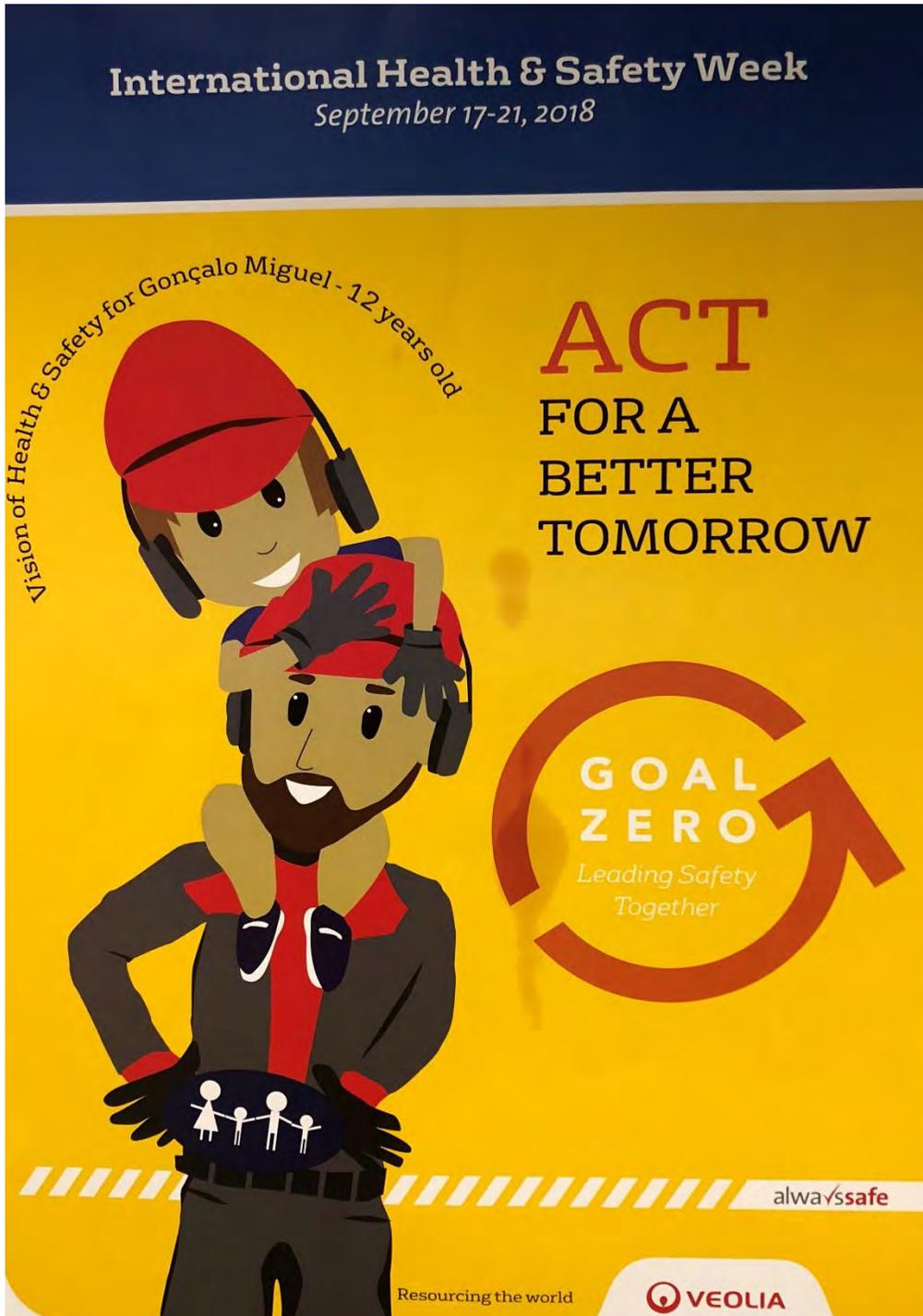
## 5.0 SAFETY *Goal Zero – Leading Safety Together*

### 5.1 TRAINING

Safety training completed with daily safety topics, weekly safety reminders, and monthly in-house training.

### 5.2 SAFETY INSPECTIONS

Safety audit conducted before 8/30/18. Veolia North America Monthly Audit Safety rating was at 99%. No lost time accidents. We have worked 527 days since a lost time accident. There are currently zero Corrective Action Safety Projects open.





# *Monthly Operations Report*



*November 2018*

*Prepared for*

*The City of Galena*

*By Matt Trotter*

*Supervisor Operations and Maintenance*

*Veolia North America*

# 1.0 WASTEWATER OPERATIONS

## 1.1 EFFLUENT QUALITY

As indicated in Table 1.2, and Table 1.3, the effluent quality for the Galena Wastewater Treatment Plant was within NPDES permit parameters. The discharge monitoring reports electronically submitted to IEPA in August 2018.

Table 1.2

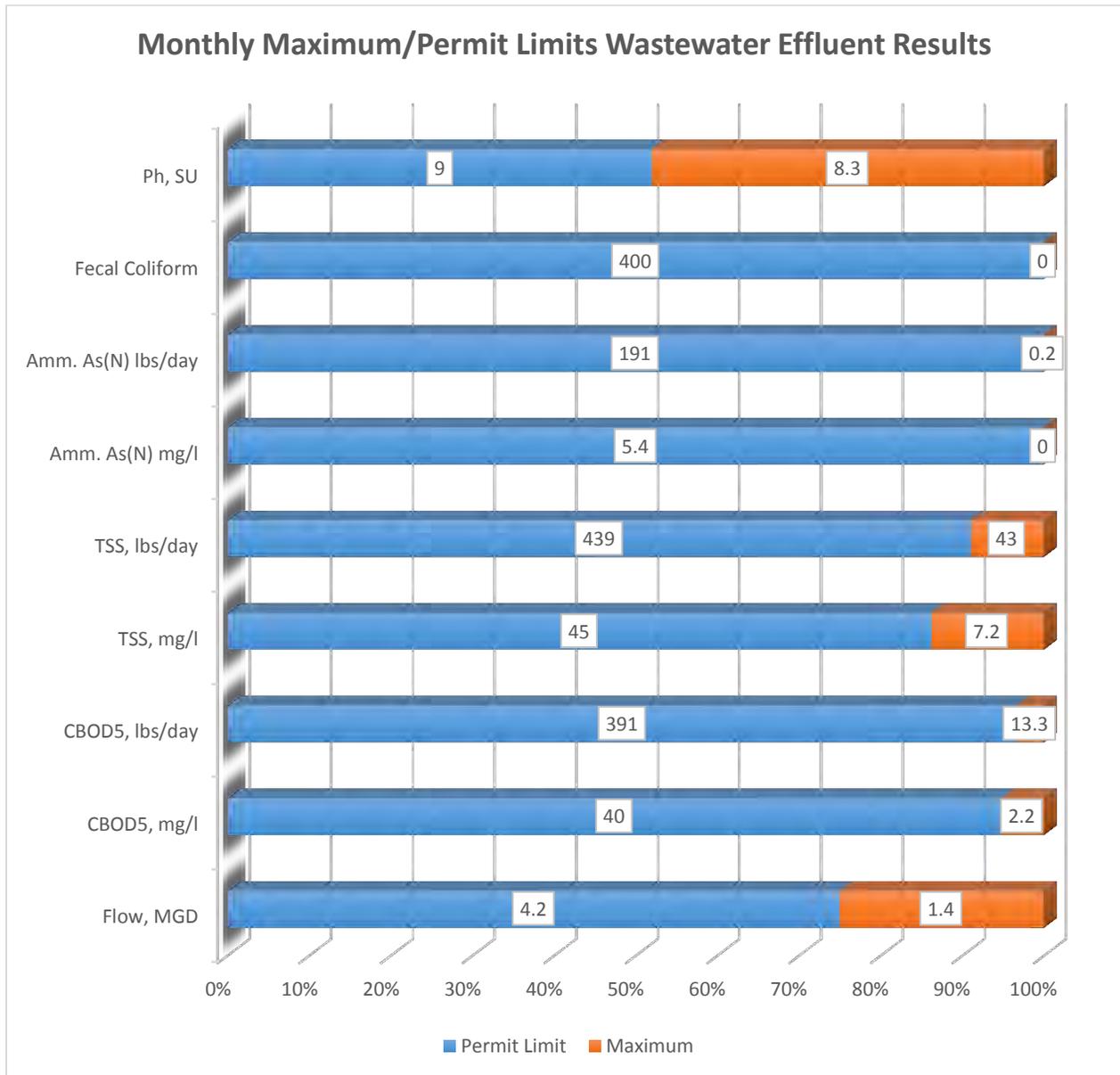
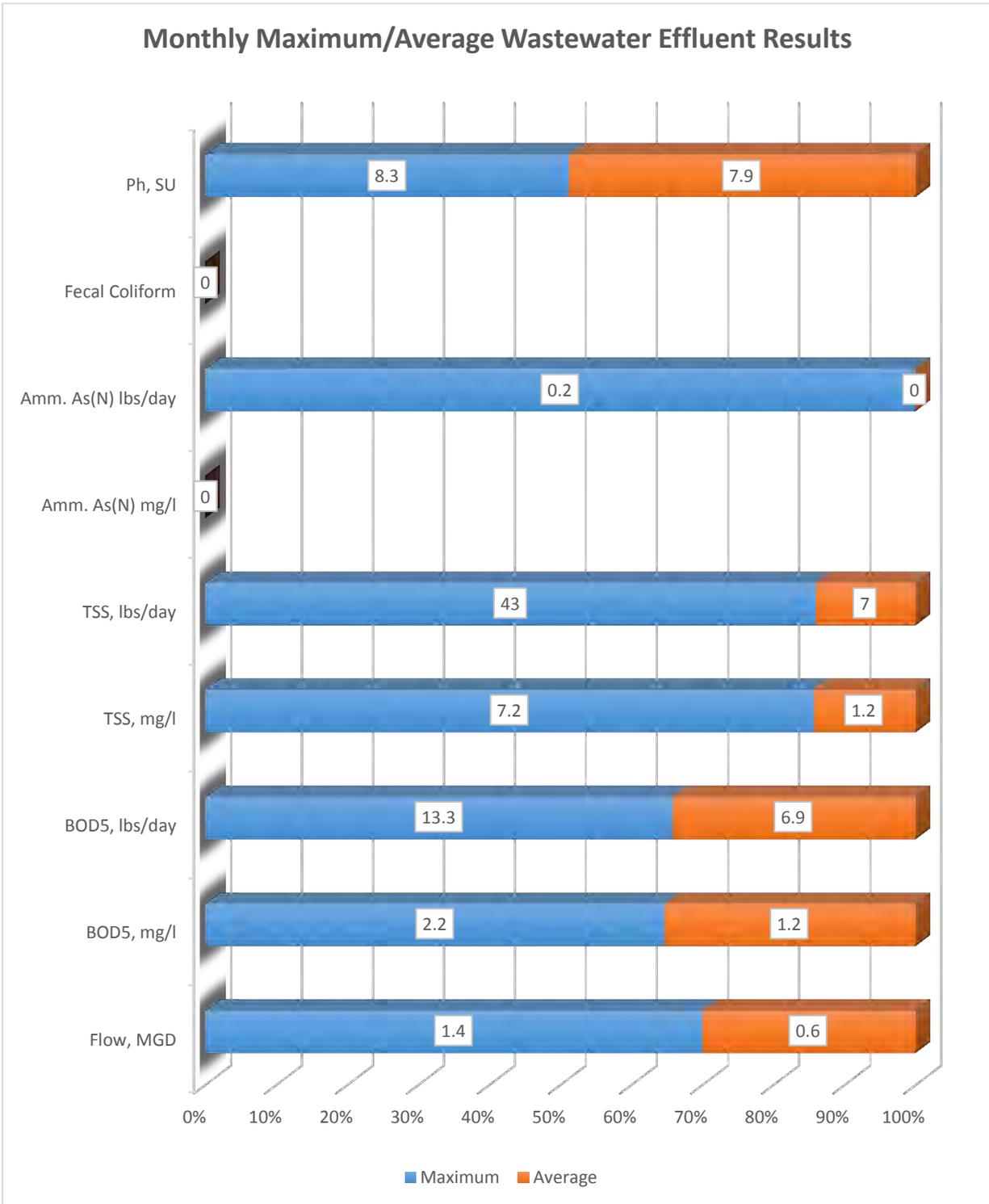


Table 1.3



## 2.0 WATER OPERATIONS

### 2.1 WATER QUALITY

Fluoride and bacteria water samples collected and sent to outside laboratories for analysis. All samples within IEPA and Department of Health water quality standards. All wells checked, inspected, and tested on a daily basis, and the Horseshoe Mound Water Reservoir checked and inspected on a weekly basis to assure a clean and adequate potable water supply.

### 2.2 WATER PRODUCTION

Total water produced **12,346,000 gallons**. The daily average water produced **411,533 gallons per day**. Monthly pumping shown in Table 2.3. Monthly residual data shown in table 2.4. Daily water produced shown in Table 2.5.

Table 2.3

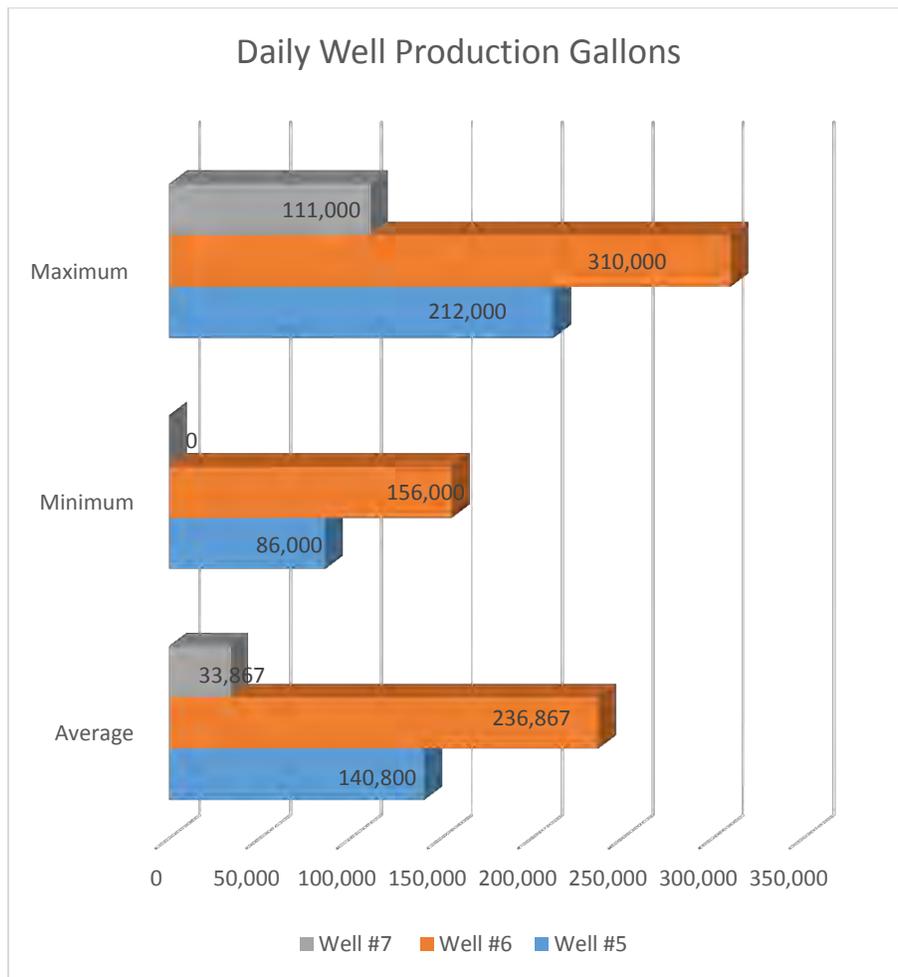


Table 2.4

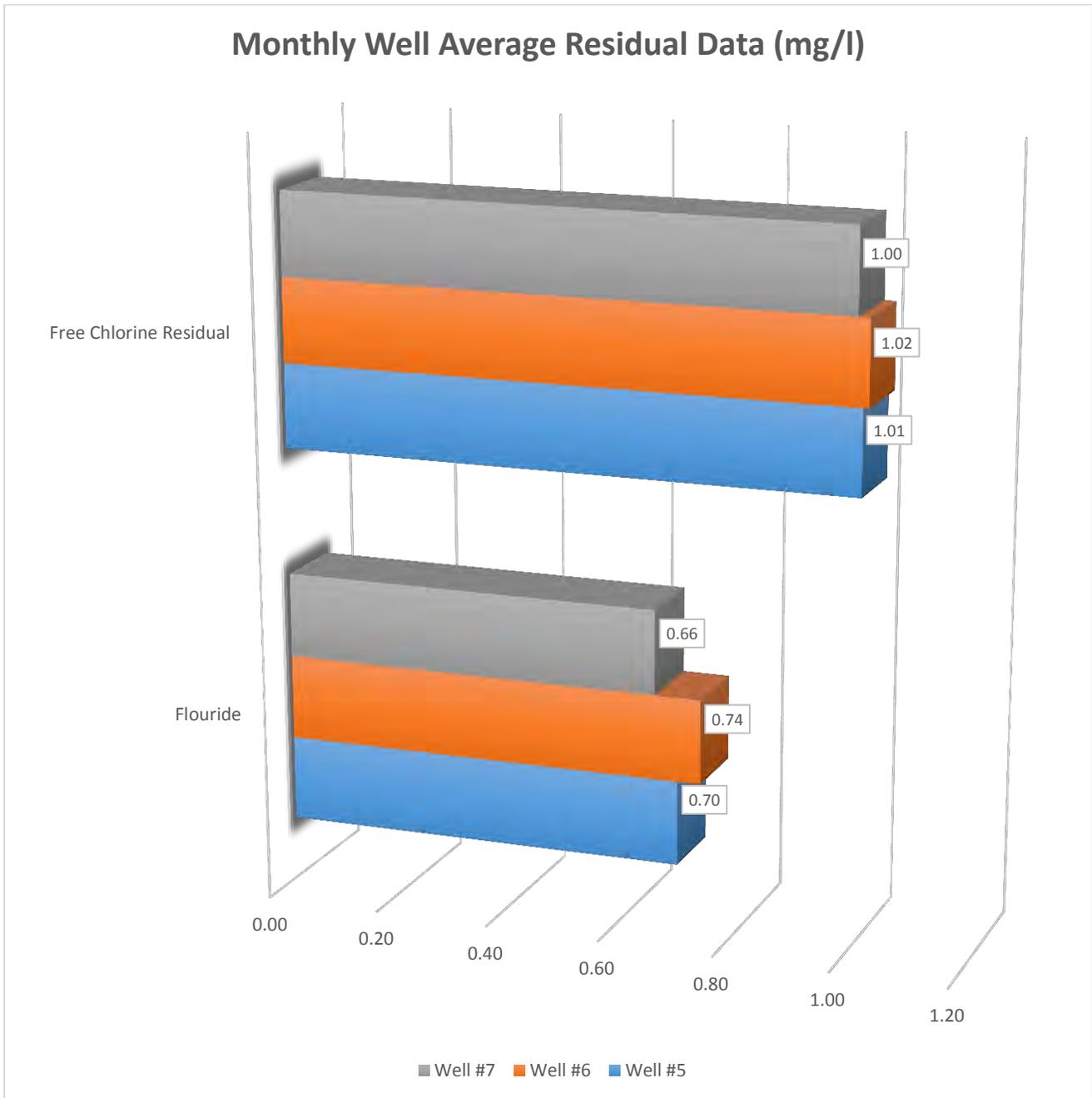
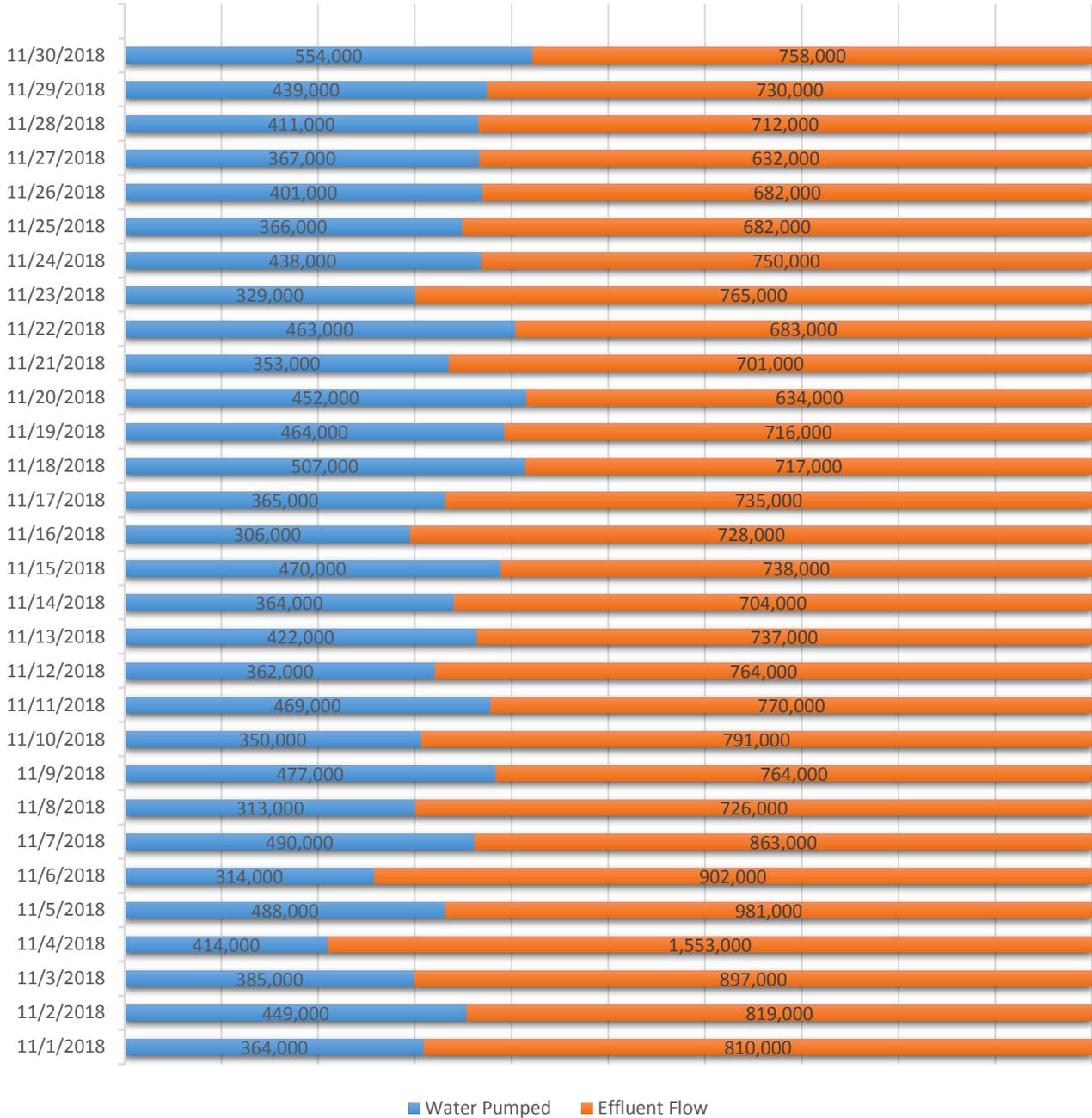


Table 2.5

### Daily Water Production Vs. Effluent Flow Gallons



## 2.6 WATER LOSS

Un-metered water used in the City of Galena equates to lost revenue in water and sewer user fees. Water accounting for the period of January 1, 2018 – November 31, 2018 in Table 2.7 and table 2.8.

Table 2.7

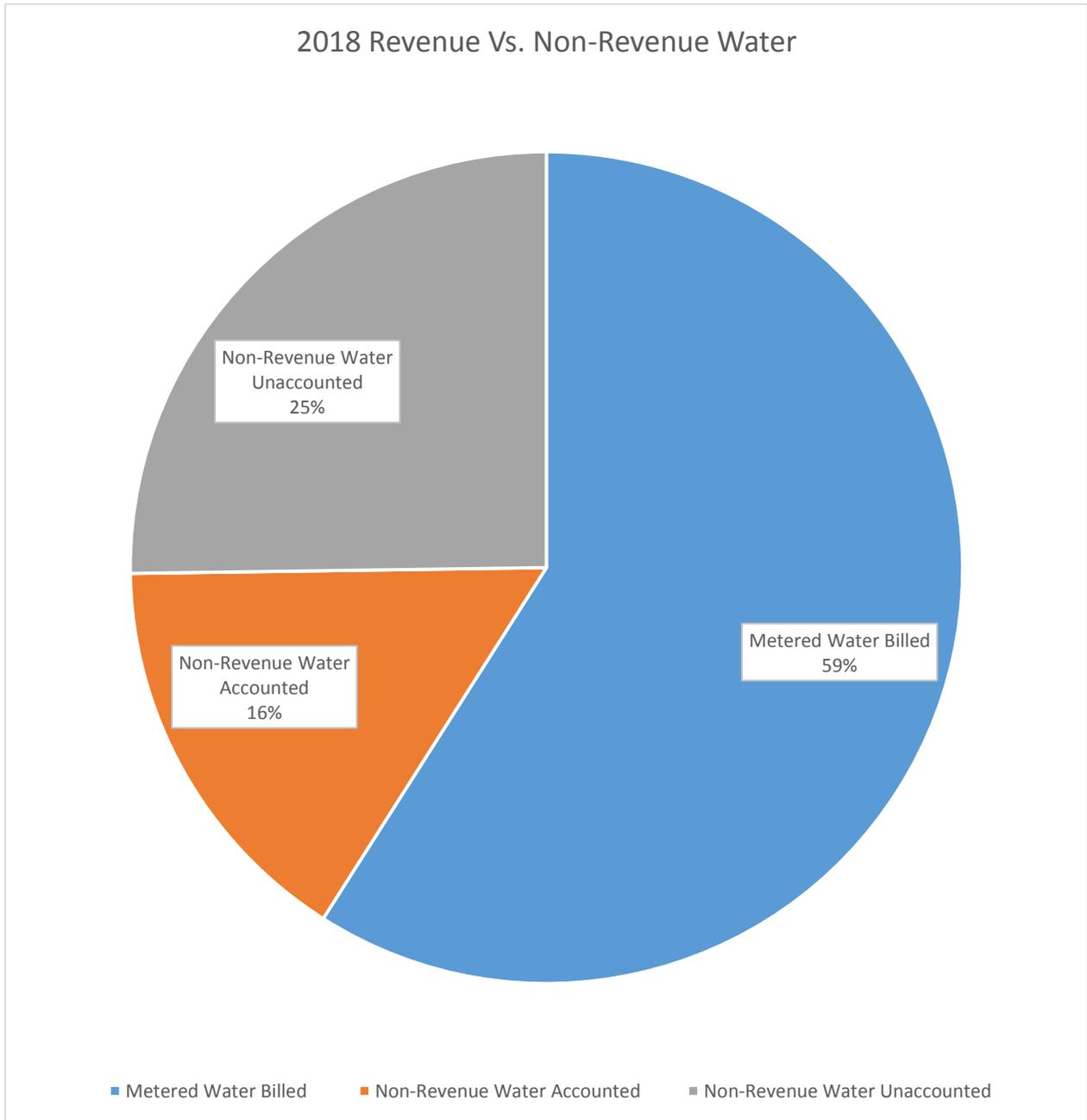
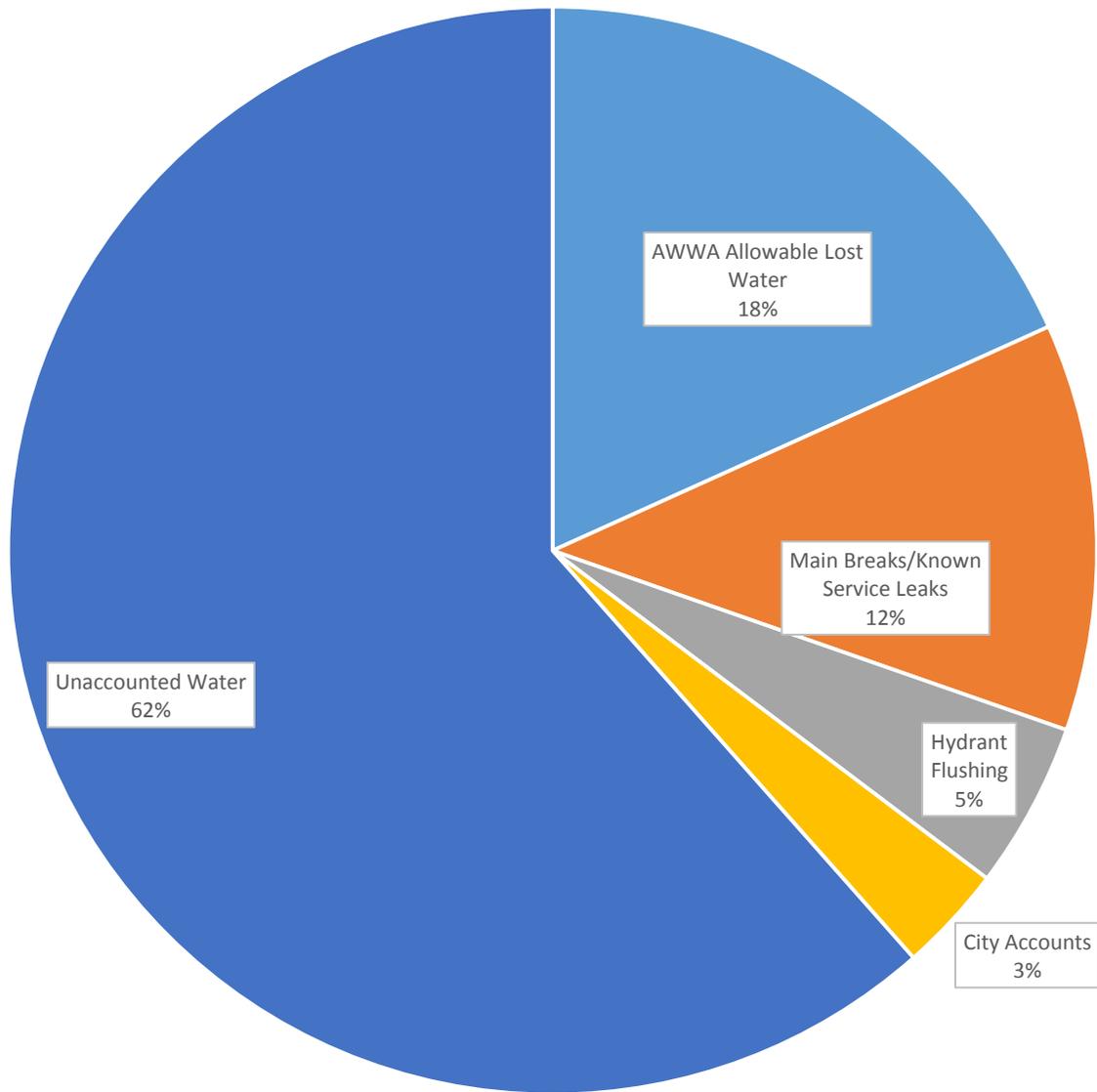


Table 2.8

2018 Non-Revenue Water Summary



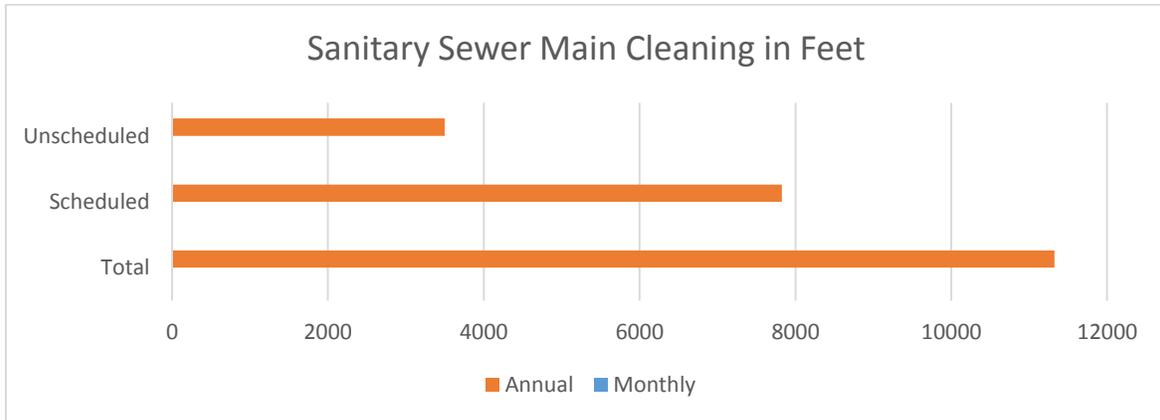
- AWWA Allowable Lost Water
- Main Breaks/Known Service Leaks
- Hydrant Flushing
- City Accounts
- Unaccounted Water

### 3.0 Collection and Distribution

#### 3.1 COLLECTION SYSTEM OPERATIONS

All lift stations operated properly during the month of November. All lift stations and wet wells were routinely checked each week for proper operation during the month. Table 3.4 shows Sewer Main Maintenance for the month of November 2018.

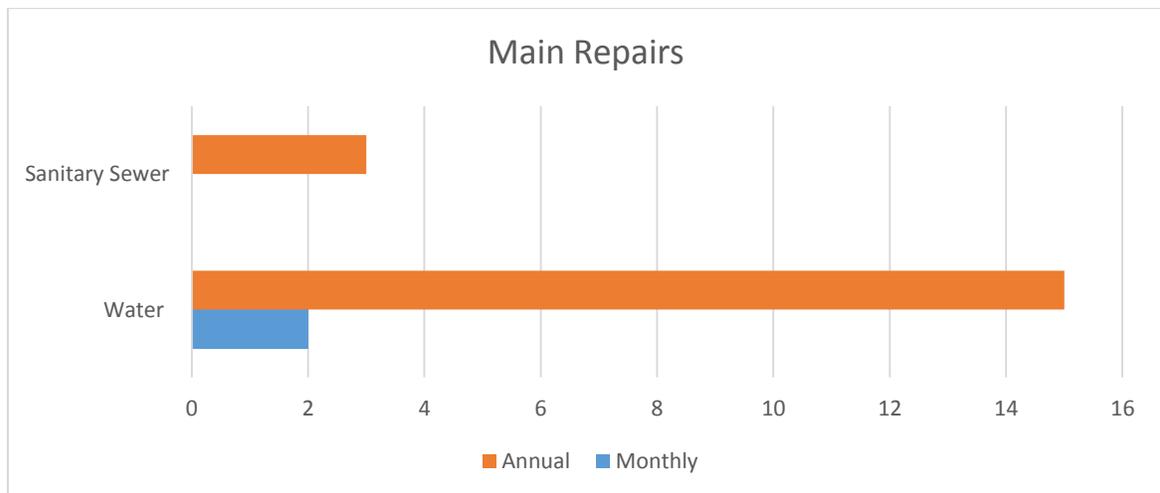
Table 3.2



#### 3.3 DISTRIBUTION & COLLECTION SYSTEMS

All routine maintenance completed for the month of November 2018. Table 3.6 summarizes main repairs.

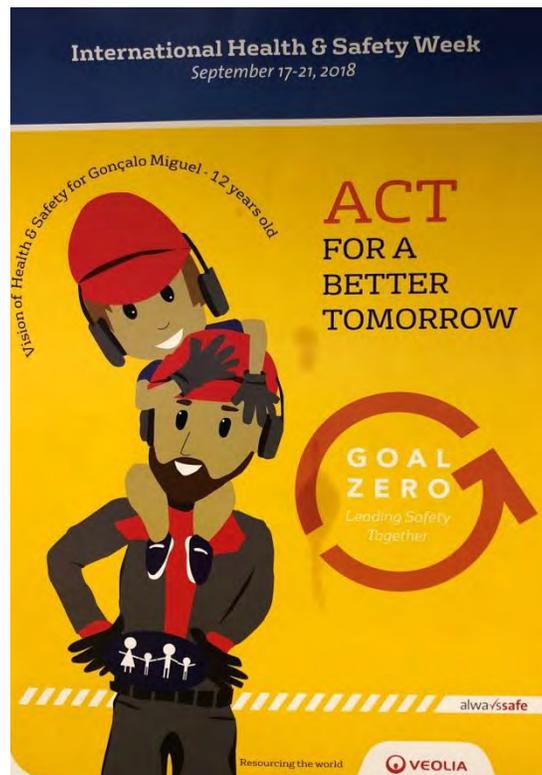
Table 3.4



## 4.0 SAFETY *Goal Zero – Leading Safety Together*

### 4.1 TRAINING

Asbestos Awareness safety training completed was completed on November 15, 2018





## *Monthly Operations Report*



*December 2018*

*Prepared for*

*The City of Galena*

*By Matt Trotter*

*Project Manager*

*Veolia North America*

## 1.0 WASTEWATER OPERATIONS

### 1.1 EFFLUENT QUALITY

As indicated in Table 1.2, and Table 1.3, the effluent quality for the Galena Wastewater Treatment Plant was within NPDES permit parameters. The discharge monitoring reports electronically submitted to IEPA in December 2018.

Table 1.2

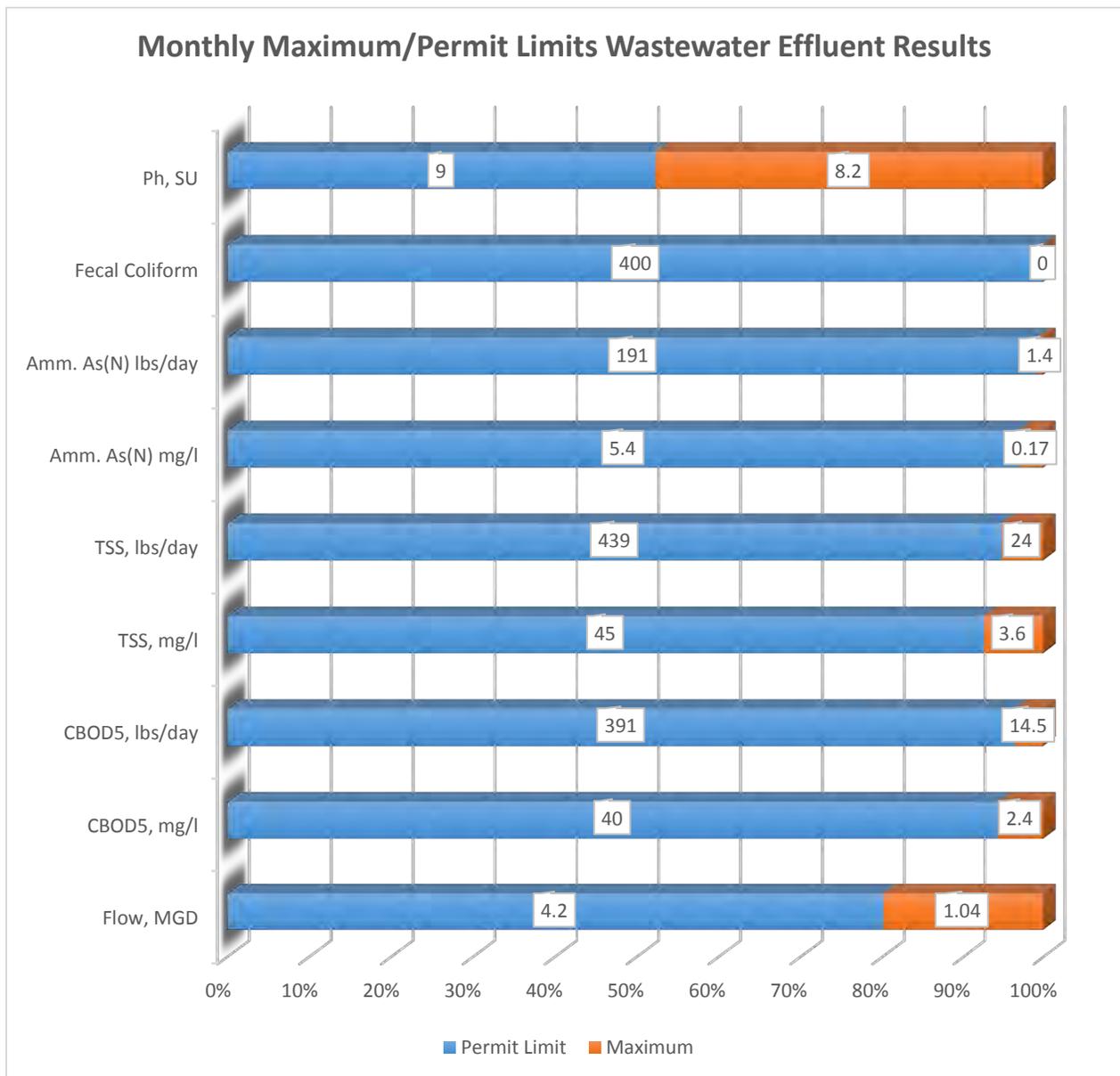
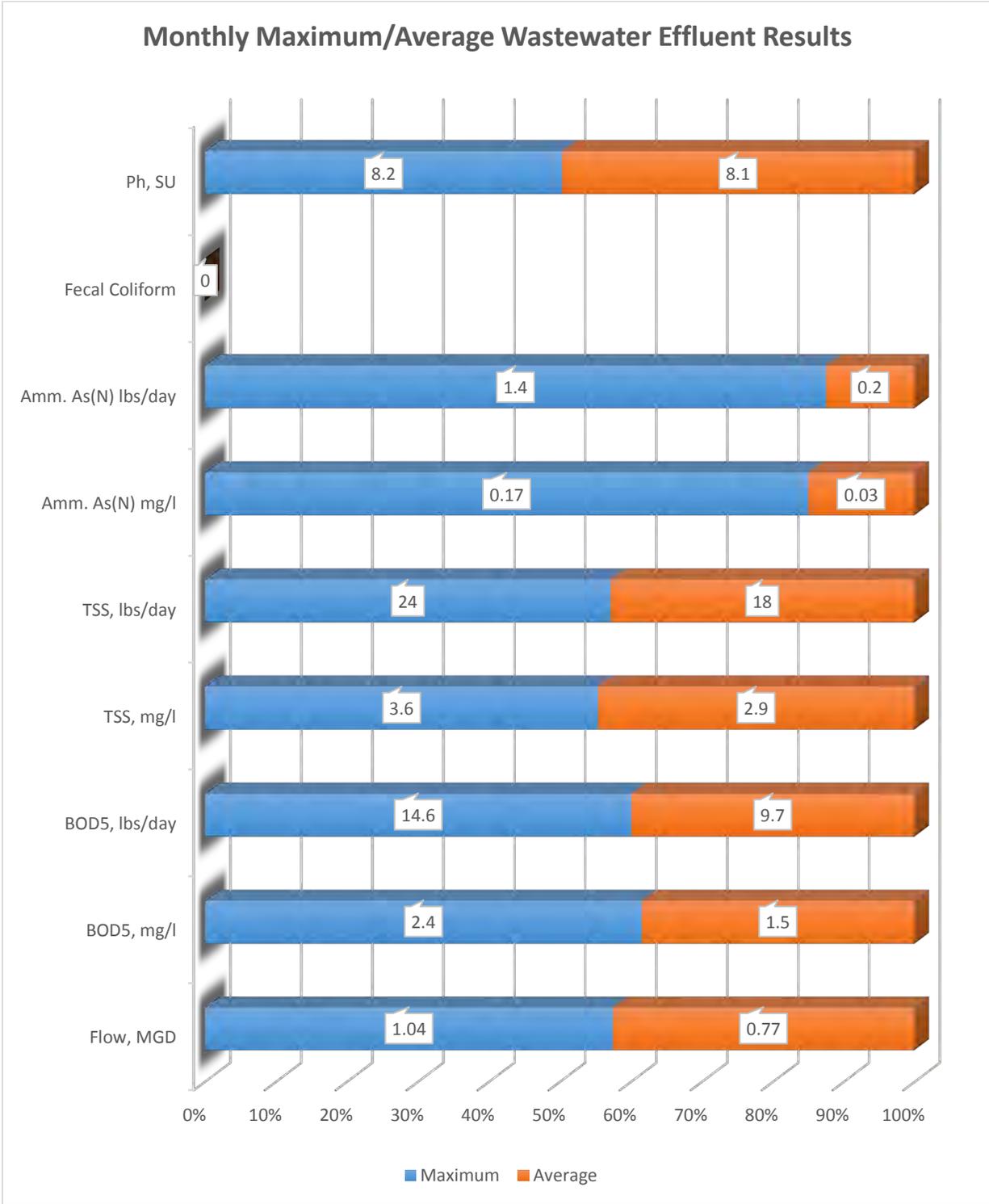


Table 1.3



## 2.0 WATER OPERATIONS

### 2.1 WATER QUALITY

Fluoride and bacteria water samples collected and sent to outside laboratories for analysis. All samples within IEPA and Department of Health water quality standards. All wells checked, inspected, and tested on a daily basis, and the Horseshoe Mound Water Reservoir checked and inspected on a weekly basis to assure a clean and adequate potable water supply.

### 2.2 WATER PRODUCTION

Total water produced **12,872,000 gallons**. The daily average water produced **415,226 gallons per day**. Monthly pumping shown in Table 2.3. Monthly residual data shown in table 2.4. Daily water produced shown in Table 2.5.

Table 2.3

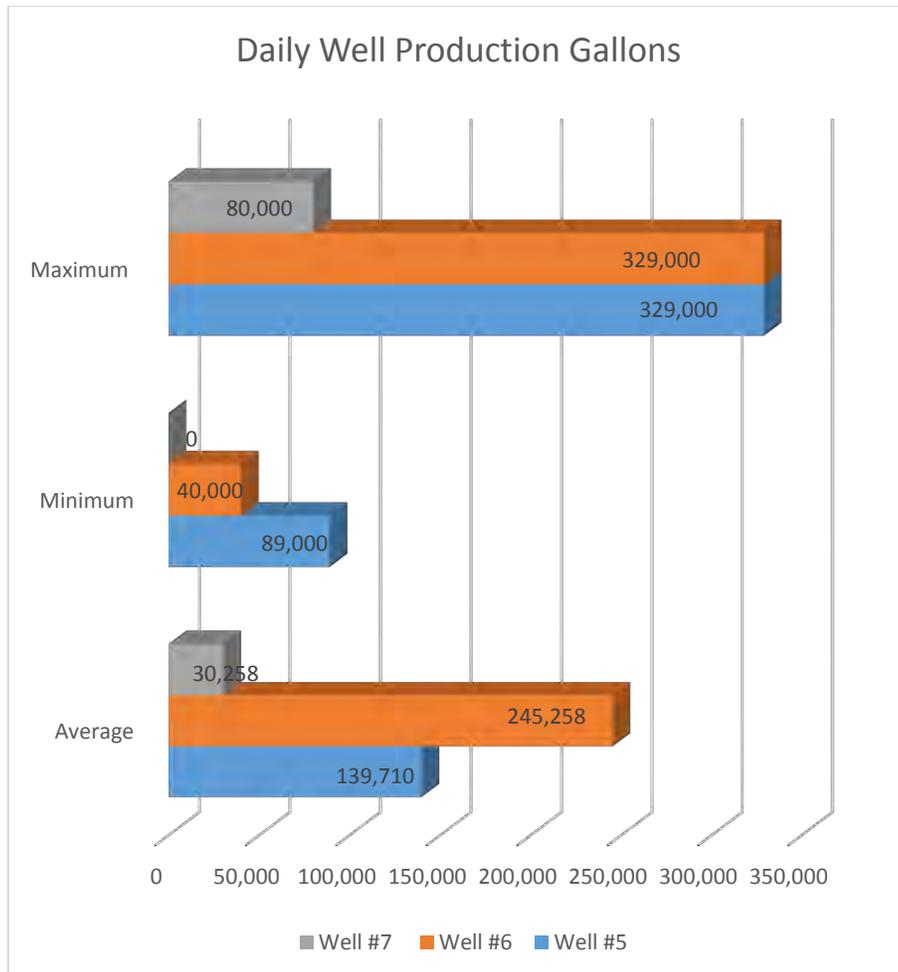


Table 2.4

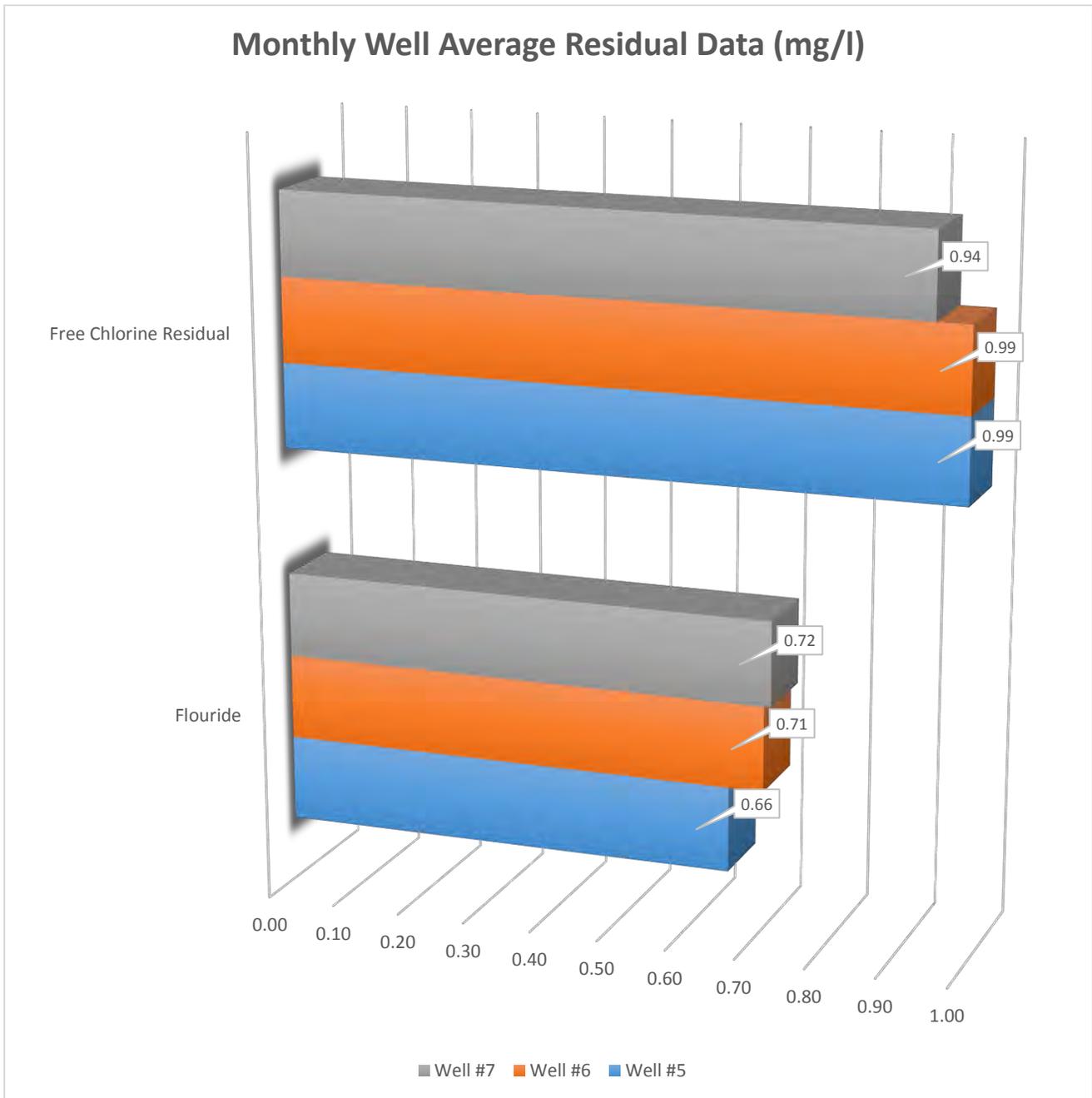
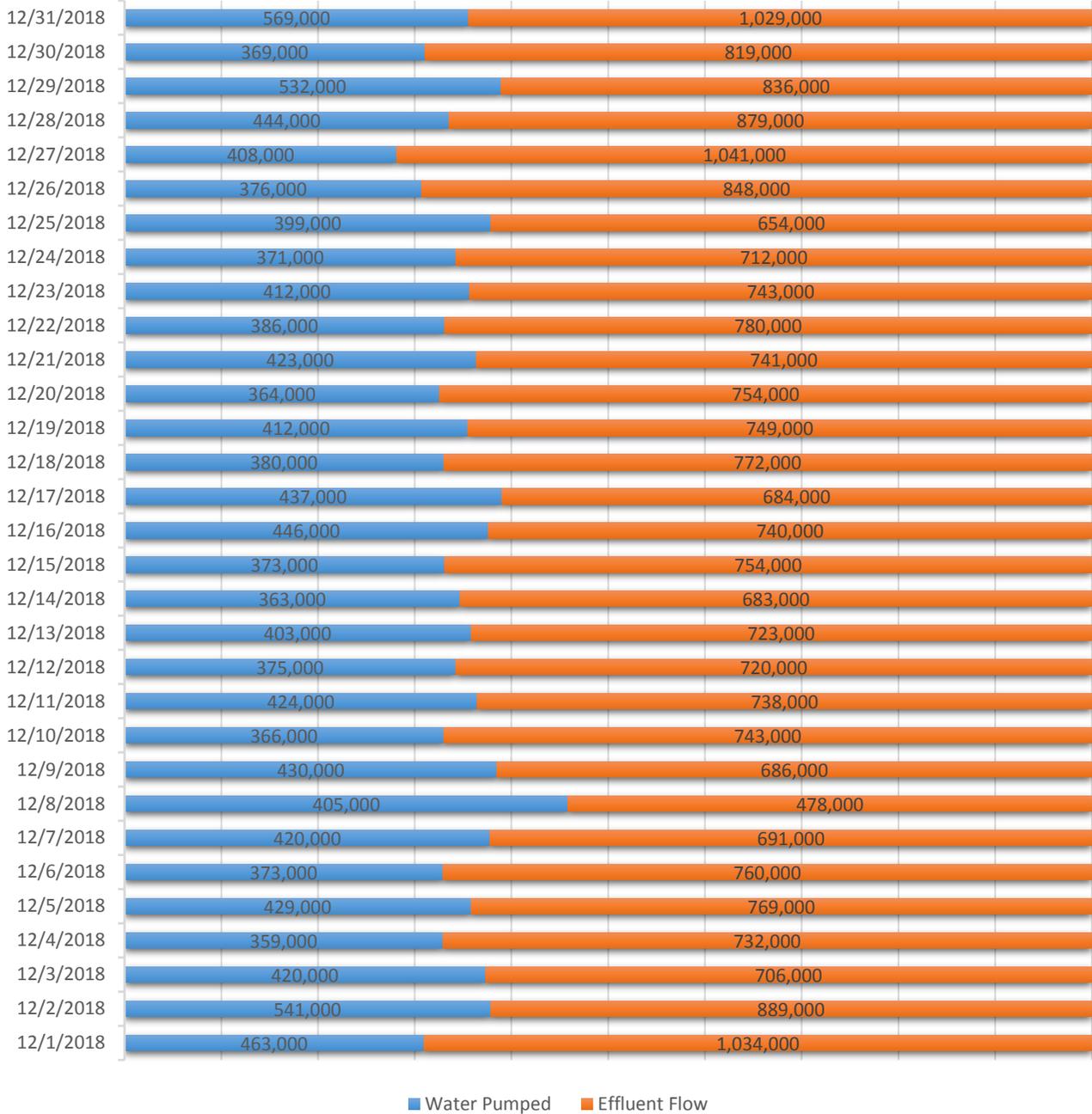


Table 2.5

### Daily Water Production Vs. Effluent Flow Gallons



## 2.6 WATER LOSS

Un-metered water used in the City of Galena equates to lost revenue in water and sewer user fees. Water accounting for the period of January 1, 2018 – December 31, 2018 in Table 2.7 and table 2.8.

Table 2.7

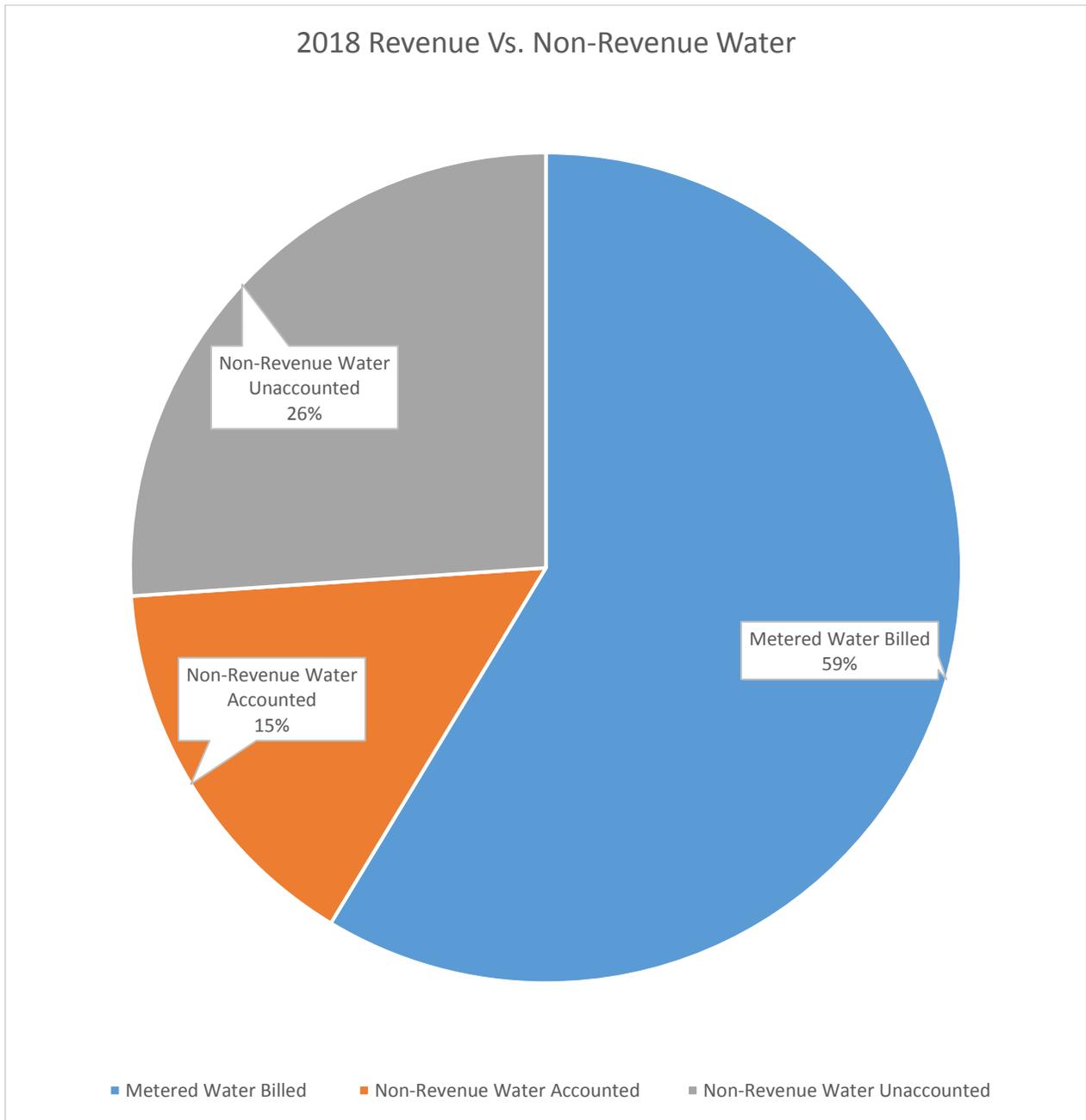
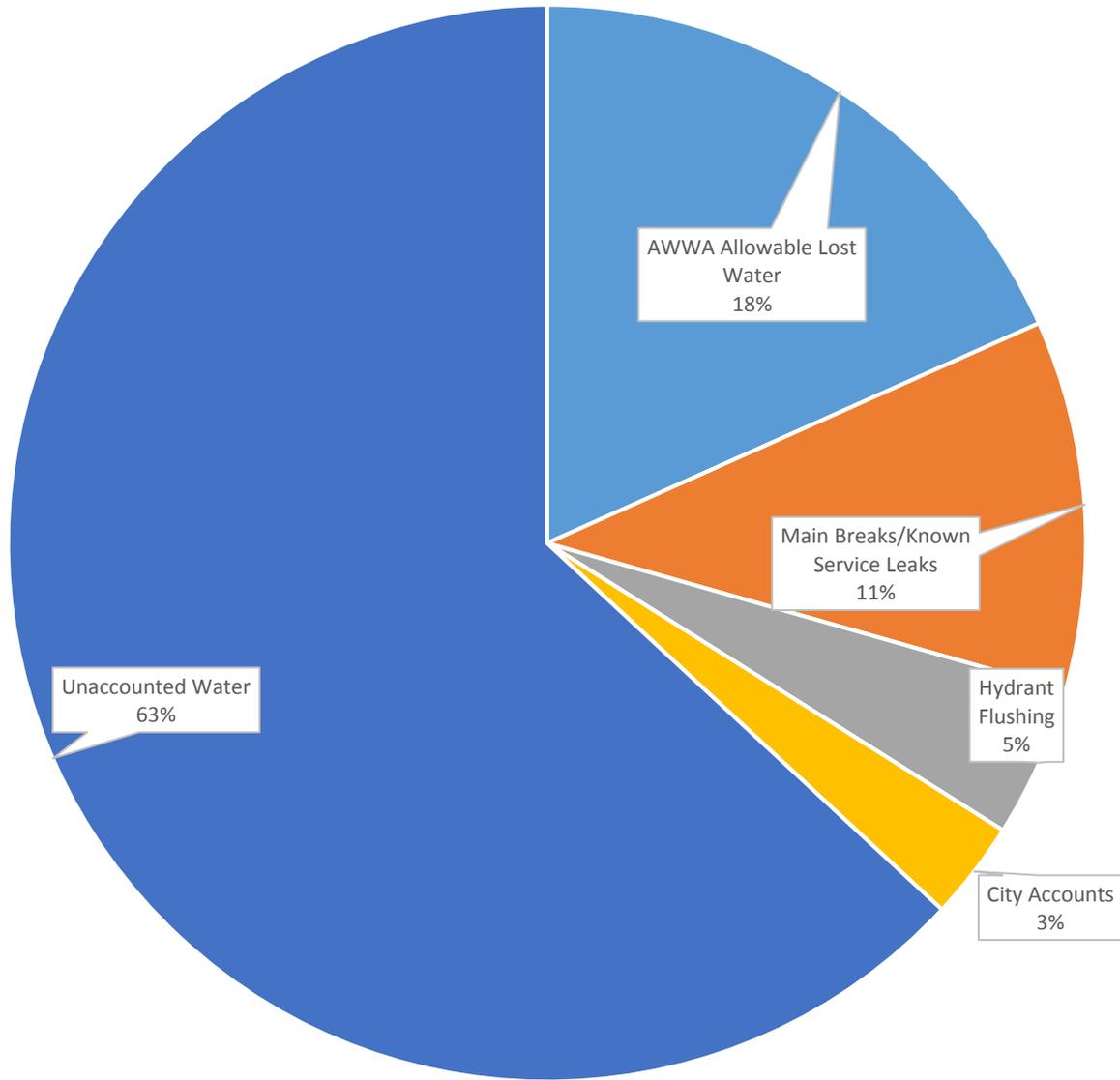


Table 2.8

2018 Non-Revenue Water Summary



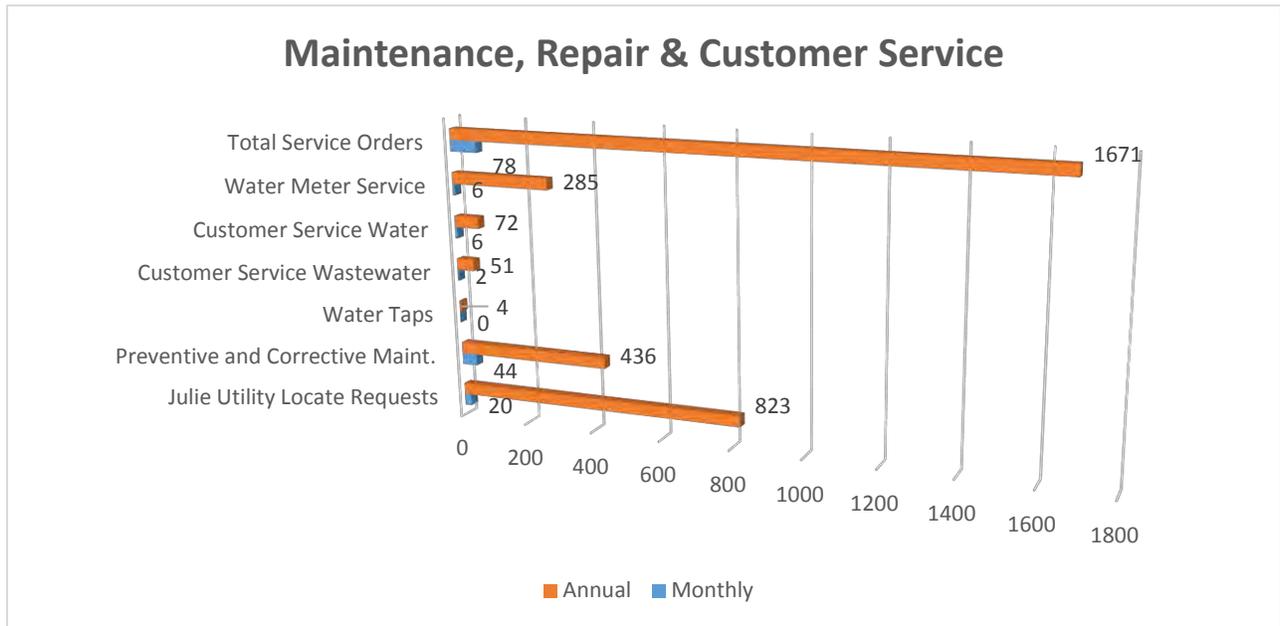
- AWWA Allowable Lost Water
- Main Breaks/Known Service Leaks
- Hydrant Flushing
- City Accounts
- Unaccounted Water

### 3.0 MAINTENANCE, REPAIR, & CUSTOMER SERVICE

#### 3.1 WATER LOSS

All routine and preventative maintenance as specified in Veolia North America operating agreement completed. Table 3.2 Summarizes service provided.

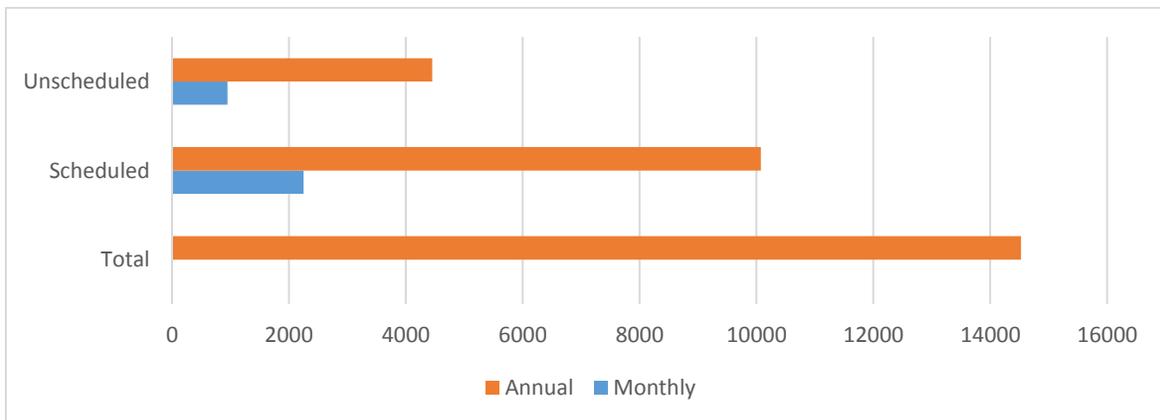
Table 3.2



#### 3.3 COLLECTION SYSTEM OPERATIONS

All lift stations operated properly during the month of December. All lift stations and wet wells were routinely checked each week for proper operation during the month. Table 3.4 shows Sewer Main Maintenance for the month of December 2018.

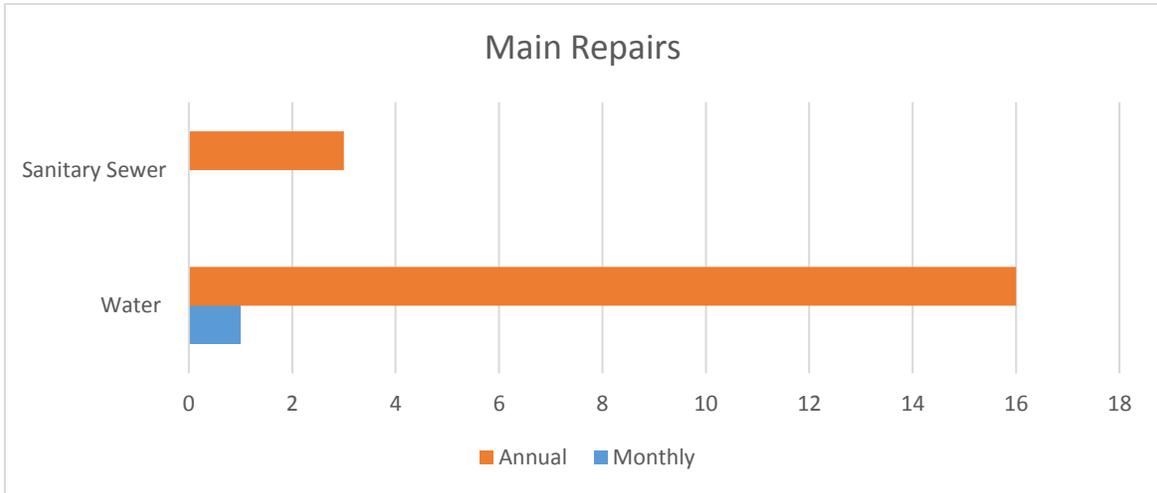
Table 3.4



### 3.5 DISTRIBUTION & COLLECTION SYSTEMS

All routine maintenance completed for the month of December 2018. Table 3.6 summarizes main repairs.

Table 3.6



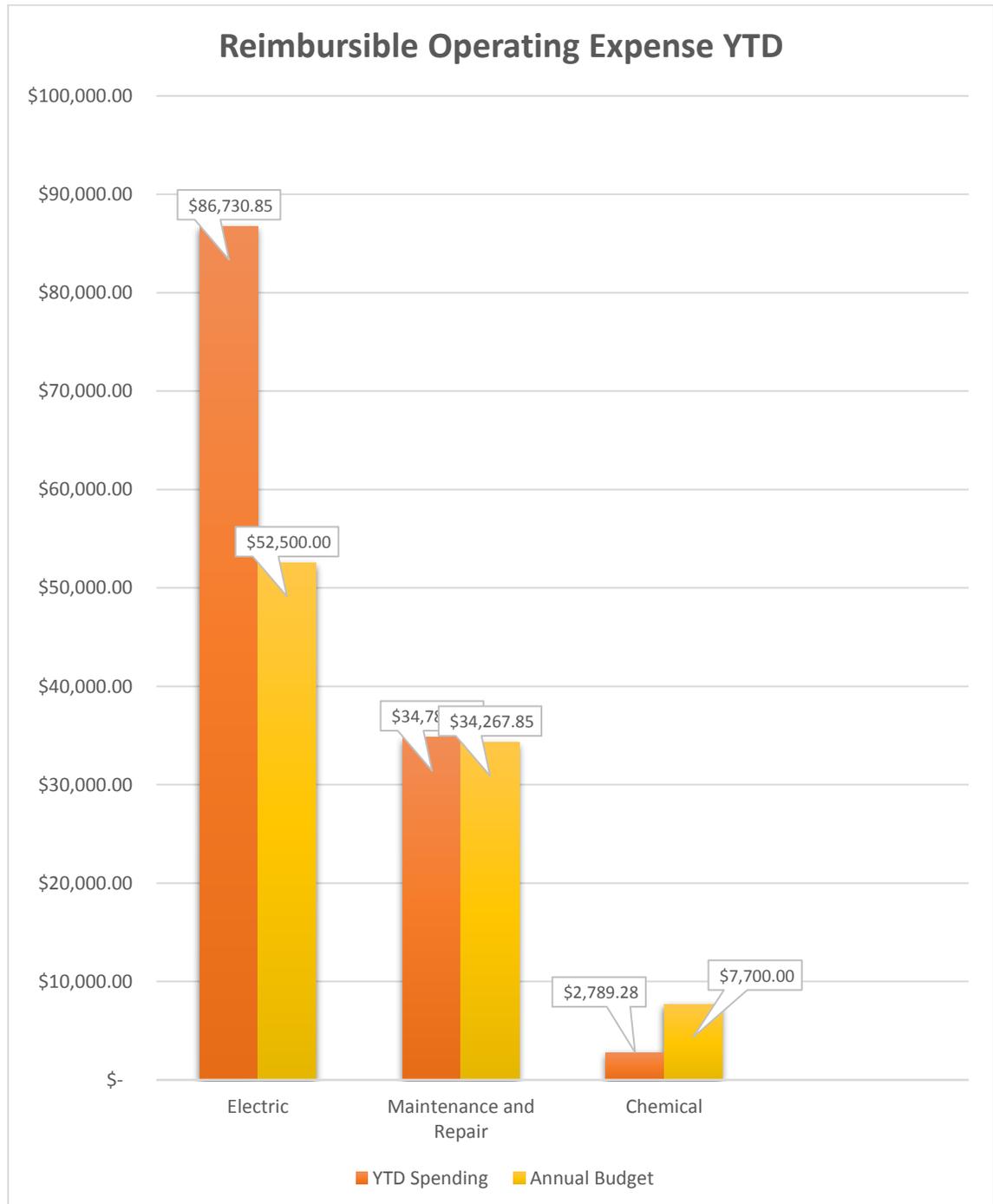
### 3.7 Water Main Repair

On December 23<sup>rd</sup> a water main break occurred in the 300 block of South Street. As mentioned in previous reports this section of water main is in very poor condition and should be considered for replacement.

## 4.0 Contract Financial

The City of Galena has agreed to reimburse Veolia North America for a portion of operating costs. The reimbursement is limited to three categories with the annual level determined by the terms of the 2014 agreement. The three reimbursible items are electricity, maintenance & repair, and chemical. The accounts are officially balanced at the end of each contract year. Figure 4.1 is a preliminary summary of the spending associated with these accounts for 2018-2019.

### 4.1 Table



## 5.0 SAFETY *Goal Zero – Leading Safety Together*

### 5.1 TRAINING

Safety training completed with daily safety reminders and monthly in-house training.

### 5.2 SAFETY INSPECTIONS

Safety audit conducted before 12/27/18. Veolia North America Monthly Audit Safety rating was at 99%. No lost time accidents. We have worked 558 days since a lost time accident. There are currently zero Corrective Action Safety Projects open.

