

“This is a Consent Agenda item and is considered as routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests that the item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Agenda of the Clare City Commission.”

**DEPARTMENT OF PUBLIC WORKS
DEPARTMENT REPORT – JANUARY 2010**

Street Work. When we are not plowing snow we have been going to intersections and removing snow from around the storm sewer catch basins so not to have water backing up during thawing conditions which we experienced during the middle of the month. We chipped brush the first week of the month which was primarily Christmas trees. Estimated snow accumulation for the month was 5-6 inches. We had 5 salting occurrences and total salt usage for the month was 40.32 tons.

Water & Sewer Work. We repaired a water main break on South Rainbow just east of East Fifth Street near Lapham and Assoc. The main is a 4” and was installed sometime in the 1950’s. Due to the unusual warm weather this month we were able to start preventive maintenance on the sewer collection system. This involves washing the sewer main and removing any debris that is washed down to the manholes with our Vactor. We try to wash every sewer main once per year time and weather permitting. Total footage per day averages about 2500 feet. Total footage cleaned for the month of January was 17454 feet.

Cemetery Work. We have had two full vault burials and one cremation.

Miscellaneous Work. This month we have done quite a bit of remodeling at City Hall, both restrooms are being repainted along with the hallway and the far west office which Steve Kingsbury will occupy once completed.

DPW Work. We have rebuilt all of our road barricades, painting the legs, replacing boards that were broke, and installing new reflective tape. We also have built new temporary stop signs so that when we have power outages we can get them to the corners with traffic lights quicker and the signs are the proper height.

Attachments. Manhour Report, Fuel Report, Utility Work Order Report, Equipment Report

DEPARTMENT OF PUBLIC WORKS- MANHOURS (JAN 2010)

FUND	% OF HOURS	DEPARTMENT	January-10	
			REG.	O/T
GENERAL FUND	22.85%	General Fund/City Hall	315.50	
	1.23%	Cemetery	17.00	
	0.25%	Parades/Flags/Pking Lots	3.00	0.50
	1.52%	DDA Parking Lots	13.00	8.00
	0.07%	Downtown Trees & Lights	1.00	
	0.14%	DDA Trees & Lights	2.00	
	0.87%	Airport	12.00	
PARKS	4.60%	Lake Shamrock Dam & Park work	63.50	
TKLINE'S	1.74%	Winter Maintenance	11.00	13.00
	0.07%	Hauling Snow from BR-127	1.00	
MAJOR STREETS	0.67%	Preservation	9.25	
	2.12%	Winter Maintenance	21.5	7.75
LOCAL STREETS	1.32%	Preservation	18.25	
	4.84%	Winter Maintenance	63.5	3.25
SEWER	9.16%	Collection	124.50	2.00
WATER	4.13%	Distribution & Meter Mts.	55.00	2.00
DPW	32.52%	DPW Admin/Bldg/Equip	449.00	
	11.88%	OFF TIME: Sick/Vac	164.00	
<i>1380.5</i>	100%	TOTALS:	1344	36.5

FUND	% OF HOURS	DEPARTMENT	January-10	
			REG.	O/T
PARKS	38.33%	PARKS WORK	61	5.5
	0.58%	DDA WORK	1	
	56.48%	BUILDING & GROUNDS WORK	98	
	4.61%	OFF TIME: Holiday/Sick/Vac	8	
<i>173.5</i>	100%	TOTALS:	168	5.5

FUND	% OF HOURS	DEPARTMENT	January-10	
			REG.	O/T
DPW Clerical	3.99%	Cemetery Admin	6.8	
	20.34%	Refuse Collection	34.68	
	3.99%	Major Sts Admin	6.8	
	3.99%	Local Sts Admin	6.8	
	20.15%	Sewer Collection	34.36	
	21.77%	Water Distribution	34.61	2.5
	5.98%	DPW Administration	10.2	
	19.79%	OFF TIME: Holiday/Sick/Vac	33.75	
<i>170.5</i>	100%	TOTALS:	168	2.5

**FUEL REPORT FOR PERIOD:
NOVEMBER 21, 2009 THRU DECEMBER 25, 2009**

DEPT:	GALLONS REGULAR	TOTAL COST	AVERAGE RATE	GALLONS DIESEL	TOTAL COST	AVERAGE RATE	AMOUNT BILLED
City Hall	40.930	105.15	2.569				105.15
Fire Dept	25.098	64.58	2.573	134.934	364.39	2.701	428.97
Police Dept	609.817	1,846.84	3.029				1,846.84
DPW	377.778	980.50	2.595	989.950	2,681.91	2.709	3,852.24
Parks	30.363	78.00	2.569	41.470	111.83	2.697	
W/WWT	146.044	376.47	2.578				376.47
Average Rate for Regular:			2.652	Average Rate for Diesel:		2.702	
Total Bill:							\$6,609.67

UTILITY WORK ORDERS COMPLETED IN JANUARY 2010

<u>WORK ORDER TYPE</u>	<u>NUMBER OF CUSTOMERS</u>
<i>Service turned on</i>	3
<i>Service turned off (requested or non-payment)</i>	8
<i>High Usage Check</i>	2
<i>Sewer Problems</i>	1
<i>Replaced Meter or Meter Head</i>	1
<i>Replaced RF (reading device)</i>	2

EQUIPMENT RENTAL - JANUARY 2010

GENERAL FUND

General Operations	101-265.000-943.641	673.76		
Cemetery	101-276.000-943.641	434.43		
Police	101-301.000-943.641	7,815.92		
Parades/Flags/Pking Lots	101-441.000-943.641	949.19		
Street Lighting	101-448.000-943.641	43.80		
Airport	101-537.000-943.641	968.39		
			101-000.000-001	-\$10,885.49 cr

MAJOR STREETS & TRUNKLINES

Trunklines	202-446.001-943.641	1,219.52		
Major Streets	202-449.002-943.641	1,453.22		
			202-000.000-001	-\$2,672.74 cr

LOCAL STREETS

Local Streets	203-449.002-943.641	2,968.81		
			203-000.000-001	-\$2,968.81 cr

Parks & Lake Shamrock Dam

Parks & Dam Mts	208-751.001-943.641	2,440.09		
			208-000.000-001	-\$2,440.09 cr

SEWER FUND

Sewer Treatment	590-536.001-943.641	601.55		
Sewer Collection	590-536.002-946.641	5,077.86		
			590-000.000-001	-\$5,679.41 cr

WATER FUND

Water Trmt/Pumping	591-536.003-946.641	421.09		
Water Distribution/Meters	591-536.004-946.641	535.59		
			591-000.000-001	-\$956.68 cr

MOBILE EQUIPMENT FUND

Cash Received	641-000-001	\$25,603.22		
General Fund	641-000-669.101		-\$10,885.49	
Major Sts/Tklines	641-000-669.202		-\$2,672.74	
Local Sts	641-000-669.203		-\$2,968.81	
Parks	641-000-669.208		-\$2,440.09	
Sewer	641-000-669.590		-\$5,679.41	
Water	641-000-669.591		-\$956.68	

CONSOLIDATED FUND: Checks Written For:

General Fund	102-000-669.101	\$10,885.49
Major Sts/Tklines	102-000-669.202	\$2,672.74
Local Sts	102-000-669.203	\$2,968.81
Parks	102-000-669.208	\$2,440.09
Sewer	102-000-669.590	\$5,679.41
Water	102-000-669.591	\$956.68

EQUIPMENT RENTAL, ALL DEPOSITS:

102-000.000-067	\$25,603.22
102-000.000-001.001	
102-000.000-067.102	