

“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 – JULY 2010**

Street Work. The East Wheaton Ave. and Pine St. project started the first of the month by removing the current asphalt. This was done by Central Asphalt under the current contract with them for this project. After the asphalt was removed city crews started the installation of the water main. After the water main was installed, we started removing excess sand in preparation for the new curb and gutter to be installed in August by Gallihugh Construction. All of the excavated material is stockpiled for other usages by the DPW. This project is still projected to be completed before school starts after the Labor Day holiday. Crews also removed broken curb along Clare Industrial Parkway that is scheduled to be replaced while the curb and gutter contractor is in town.

Water & Sewer Work. On July 9th we installed a valve insertion on McEwan St. This was one of two valve insertions budgeted for this year. By installing these valves it gives us more flexibility in shutting off the main line without interfering with large areas of the city. The second one will be installed sometime in October. The excavation was done by DPW crews and the actual insertion was done by City Services. This insertion was done separately so we could be completed before the MDOT resurfacing project started. On July 12th city crews started installing the new water main on Pine St and on E. Wheaton. Crews installed 800 feet of 8-inch C909 plastic water main in 4 days. After the water main was installed pressure testing and bacterial testing was completed per AWWA specifications. After we received to good samples back we abandon the old two inch line and connected existing service leads to the new main.

Cemetery Work. There were two burials during the month.

Miscellaneous Work. We removed the American Flags from the downtown area after the 4th of July holiday. The flags had been up from the Memorial Day thru the 4th. We also placed barricades for the road closures during the Main Street car show. We have been continuing the repairs on the street lights for the DDA on Fourth St. All of the poles have been repainted and reassembled.

DPW Work. City crews restriped the 4th St. and 5th St. parking lots. Brush chipping was done the last week in June so that it was completed before the holiday, we did return later in the following week due to complaints that we did not chip on the first week of the month. We also chipped on the last day of the month so that we would have a head start on the August chipping schedule due to crews being needed for August 2nd to remove curb from the Wheaton and Pine St. project.

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

DEPARTMENT OF PUBLIC WORKS- MANHOUR (JULY 2010)

FUND	% OF HOURS	DEPARTMENT	July-10	
			REG.	O/T
GENERAL FUND	0.61%	General Fund/City Hall	4.00	4.75
	3.09%	Cemetery	44.50	
	0.62%	Parades/Flags/Pking Lots	9.00	
	1.67%	DDA Parking Lots	24.00	
	0.00%	DDA Trees & Lights		
	0.00%	Airport		
PARKS	1.11%	Lake Shamrock Dam & Park work	16.00	
TKLINE'S	0.28%	Trunkline: Shoulder Mts	2.00	2.00
	3.68%	Trunkline: Sweeping	53.00	
	0.56%	Trunkline: Sweeping Harrison	8.00	
	2.98%	Trunkline: Drains/Backslopes	43.00	
	0.07%	Trunkline: Signs	1.00	
MAJOR STREETS	8.81%	Major Street Preservation	127.00	
	0.69%	Administration	10	
LOCAL STREETS	9.85%	Local Street Preservation	142.00	
SIDEWALKS	2.36%	Construction/Restoration	34.00	
SEWER	0.21%	Collection	1.00	2.00
WATER	38.75%	Distribution & Meter Mts.	534.00	24.50
DPW	14.88%	DPW Admin/Bldg/Equip	214.50	
	9.78%	OFF TIME: Sick/Vac	141.00	
<i>1441.25</i>	100%	TOTALS:	1408	33.25

FUND	% OF HOURS	DEPARTMENT	July-10	
			REG.	O/T
DPW Clerical	3.88%	Cemetery Admin	6.82	
	19.76%	Refuse Collection	34.77	
	3.88%	Major Sts Admin	6.82	
	3.88%	Local Sts Admin	6.82	
	20.03%	Sewer Collection	35.25	
	20.31%	Water Distribution	35.75	
	5.84%	DPW Administration	10.27	
	22.44%	OFF TIME: Holiday/Sick/Vac	39.5	
<i>176</i>	100%	TOTALS:	176	0

FUND	% OF HOURS	DEPARTMENT	July-10	
			REG.	O/T
FULL TIME EMPLOYEE PARKS WORK	78.18%	PARKS WORK	136.5	5
	5.25%	DDA WORK	9.5	
	3.31%	BUILDING & GROUNDS WORK	6	
	13.26%	OFF TIME: Holiday/Sick/Vac	24	
181	100%	TOTALS:	176	5

FUND	% OF HOURS	DEPARTMENT	July-10	
			REG.	O/T
SEASONAL EMPLOYEES	87.96%	PARKS WORK	663.75	1
	6.75%	AIPORT MOWING	51	
	5.29%	CEMETERY WORK	40	
755.75	100%	TOTALS:	754.75	1

UTILITY WORK ORDERS COMPLETED IN JULY 2010

<u>WORK ORDER TYPE</u>	<u># OF CUSTOMERS</u>
<i>Service turned on</i>	5
<i>Service turned off (requested or non-payment)</i>	9
<i>High Usage Check/Customer Concerns-Problems</i>	3
<i>Install or Replaced Meter or Meter Head</i>	4
<i>Replaced RF (reading device)</i>	<u>30</u>
	51

EQUIPMENT RENTAL - JULY 2010

GENERAL FUND

General Operations	101-265.000-943.641	47.40			
Cemetery	101-276.000-943.641	1,177.63			
Police	101-301.000-943.641	12,815.81			
Parking Lots/Flags	101-441.000-943.641	1,051.56			
			101-000.000-001	-\$15,092.40	cr

MAJOR STREETS & TRUNKLINES

Trunklines	202-446.001-943.641	7,745.01			
Major Streets	202-449.000-943.641	5,432.01			
			202-000.000-001	-\$13,177.02	cr

LOCAL STREETS:

	203-449.000-943.641	7,942.61			
			203-000.000-001	-\$7,942.61	cr

PARKS & DAM MTS.:

	208-751.001-943.641	13,224.01			
			208-000.000-001	-\$13,224.01	cr

SEWER FUND

Sewer Treatment	590-536.001-943.641	610.89			
Sewer Collection	590-536.002-946.641	82.95			
			590-000.000-001	-\$693.84	cr

WATER FUND

Water Trmt/Pumping	591-536.003-946.641	444.79			
Water Dist./Meters	591-536.004-946.641	7,291.22			
			591-000.000-001	-\$7,736.01	cr

MOBILE EQUIPMENT FUND

Cash Received	641-000-001	\$57,865.89			
General Fund	641-000-669.101			-\$15,092.40	
Major Sts/Tklines	641-000-669.202			-\$13,177.02	
Local Sts	641-000-669.203			-\$7,942.61	
Parks	641-000-669.208			-\$13,224.01	
Sewer	641-000-669.590			-\$693.84	
Water	641-000-669.591			-\$7,736.01	

CONSOLIDATED FUND: Checks Written For:

General Fund	102-000-669.101			\$15,092.40	
Major Sts/Tklines	102-000-669.202			\$13,177.02	
Local Sts	102-000-669.203			\$7,942.61	
Parks	102-000-669.208			\$13,224.01	
Sewer	102-000-669.590			\$693.84	
Water	102-000-669.591			\$7,736.01	

	102-000.000-067.000	\$57,865.89			
EQUIPMENT RENTAL,	102-000.000-001.001				
<u>ALL DEPOSITS:</u>	102-000.000-067.102				

**FUEL REPORT FOR PERIOD:
JUNE 8-11TH (MANUAL CHARGES 'NO CARD')**

DEPT:	GALLONS REGULAR	TOTAL COST	AVERAGE RATE	GALLONS DIESEL	TOTAL COST	AVERAGE RATE	AMOUNT BILLED
City Hall							0.00
Fire Dept				25.582	61.91	2.420	61.91
Police Dept	46.976	103.05	2.194				103.05
DPW				51.103	110.69	2.166	132.38
Parks				10.016	21.69	2.166	
W/WWT							0.00
Average Rate for Regular:			2.194	Average Rate for Diesel:		2.251	
						Total Bill:	\$297.34

**FUEL REPORT FOR PERIOD:
MAY 29, 2010 - JUNE 29, 2010**

DEPT:	GALLONS REGULAR	TOTAL COST	AVERAGE RATE	GALLONS DIESEL	TOTAL COST	AVERAGE RATE	AMOUNT BILLED
City Hall	14.950	33.33	2.229				33.33
Fire Dept				251.881	560.10	2.224	560.10
Police Dept	529.628	1,188.25	2.244				1,188.25
DPW	199.050	452.51	2.273	379.972	843.34	2.219	2,120.04
Parks	203.814	456.50	2.240	164.992	367.69	2.229	
W/WWT	112.092	248.67	2.218	31.720	70.98	2.238	319.65
Average Rate for Regular:			1.867	Average Rate for Diesel:		2.227	
						Total Bill:	\$4,221.37