



# JOINT WATER/SEWER BOARD OF THE CITY OF BUCHANAN AND BUCHANAN TOWNSHIP

MONDAY, MAY 15, 2023 – 7:00 AM

CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

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## AGENDA

THE JOINT WATER SEWER BOARD OF THE CITY OF BUCHANAN AND BUCHANAN TOWNSHIP, in compliance with the Open Meetings Act, hereby gives notice of a regular meeting to be held in the Chamber of Buchanan City Hall.

\* Comments may be submitted in writing at least 72 hours in advance to the City Clerk at [clerk@cityofbuchanan.com](mailto:clerk@cityofbuchanan.com)

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Roll Call**

**IV. Approve Agenda**

**V. Public Comment - Agenda Items Only**

**VI. Approve Minutes**

A. Consider approving Minutes from February 6, 2023.

**VII. Unfinished Business**

**VIII. New Business**

A. Water/Sewer Budget 2023-2024 prested by City Manager Tim Lynch.

B. Discussion for tap-in process between city and township.

C. Water Report- Craig Miller

D. Wastewater Report- Andy Warner

**IX. Public Comment - Non-Agenda Items Only**

**X. Adjournment**



# JOINT WATER/SEWER BOARD OF THE CITY OF BUCHANAN AND BUCHANAN TOWNSHIP

MONDAY, FEBRUARY 06, 2023 – 7:00 AM

CHAMBER OF BUCHANAN CITY HALL - 302 N REDBUD TRAIL, BUCHANAN MI

## MINUTES

THE JOINT WATER SEWER BOARD OF THE CITY OF BUCHANAN AND BUCHANAN TOWNSHIP, in compliance with the Open Meetings Act, hereby gives notice of a regular meeting to be held in the Chamber of Buchanan City Hall.

\* Comments may be submitted in writing at least 72 hours in advance to the City Clerk at [clerk@cityofbuchanan.com](mailto:clerk@cityofbuchanan.com)

### I. Call to Order

Meeting was called to order at 7:02 A.M. by Chairperson Gordon

### II. Pledge of Allegiance

The Pledge of Allegiance was recited.

### III. Roll Call

**PRESENT:** Chairperson Tom Gordon, Commissioner Patrick Swem, Commissioner Dan Vigansky, Supervisor Mindy Cole-Crocker

**CITY STAFF:** City Manager, Heather Grace; Director of Public Services, Mike Baker; City Clerk, Kalla Langston; Water Operator-in-charge, Craig Miller, Wastewater Operator-in-charge, Andy Warner

### IV. Approve Agenda

*Motion made by Vigansky supported by Cole-Crocker to amend the agenda to add item E. Consider recommending Fran Terry to the JWSB, under new business and approve the agenda as amended. Voice vote carries unanimously.*

### V. Public Comment - Agenda Items Only

None

### VI. Approve Minutes

#### A. Minutes:

1) Consider approving minutes from November 28, 2022

2) Consider approving minutes from January 9, 2023

*Motion made by Cole-Crocker, supported by Swem to approve the minutes as presented.*

### VII. Unfinished Business

#### A. Riverside Estates

Mr. Edwards is the new engineer for Riverside Estates. They are conducting a feasibility study on what is the most cost-effective route to go. Edwards is looking for guidance on how they will be charged for billing if Riverside Estates was able to hook into the sewer system. Discussion about different routes they could go to hook into sewer. They would like the city to own and maintain the force main, the city would be responsible for maintenance. Edwards is looking for reassurance that they are in agree on

building the force main and that the city will be willing to take ownership. As well as pricing for ready to serve fee and meters.

Recommendations to Riverside Estate was to talk to the Road Department about coming to a crossed Moccasin Bluff.

Manager Grace is willing to put together a comparison for the cost estimate. Edwards is willing to share his information with Grace, so that she would be able to bring it back for the JWSB.

**B. Update:** regarding the single-use lift station at Fifteen-2-Twelve Restaurant.

Grace informed the JWSB that the single-use lift station has been brought back online.

### **VIII. New Business**

**A. Water Department Report-** Operator in Charge, Craig Miller

Miller reported that he has been busy with Miss Dig flags for the trail extension. Will also be handing out cards for the cross-connection inspections. Miller and Baker are still working with AEP about the voltage dropping at the water plant and wellhouses. Which is costing us in operational costs, due to the pumps turning off and alarming out at random times.

*Motion made by Cole-Crocker, supported by Swem to allow the City Manager to draft a letter to AEP to address concerns about the Voltage at the Water Plant and Wellhouses. Roll call vote carries unanimously.*

The wellhead protection program is almost done and getting ready to turn in. Miller has been working with Prien & Newhoff for the downtown infostructure project.

Duplexes have been a problem; the water department orders new meters for the duplexes that can remotely shut off one side or the other and not the whole residence. Continued to work through everyday work orders.

The city is seeking quotes on the SCADA system since the city is having issues. While Miller is working with the engineers of Prien & Newhoff. The current company that we use for the system is Kennedy and they have put a band aid on it for now.

**B. Wastewater Department Report-** Operator in Charge, Andy Warner

Warner has helped with some interviews and given some tours of the wastewater plant. With hopes in hiring someone soon. They have had a leaking pike at the headworks replaced, with having to divert flow to the old plant. They are currently working through some issues at the Schirmer Pkwy Lift station. Landfill is starting their flow equalization tank today. The plant is holding steady, after the staff is at full capacity, they would like to do more sampling of the collection system.

**C. Iron Treatment Plant-** SCADA and Conversion of Chlorine System to Hypochlorite

Miller had touched base on the SCADA system in his report and brought to the board's attention that he is recommending getting rid of the chlorine gas system and switching to liquid chlorine. This method is a safer method for the operators. It is easier on the system as well. This is a project that will be done with the new well, with this board's recommendation it will be added scope to project with the final decision up to the city commission.

Motion made by Vigansky, supported by Cole-Crocker to recommend to the city commission on converting the chlorine gas system to hypochlorite. Roll call vote carries unanimously.

**D. Consider recommending Brian Murphy to the JWSB.**

Murphy has experience on non-profit boards. He is interested in working with everyone and wants to support the city.

Motion made by Vigansky, supported by Swem to recommend Brian Murphy to the City Commission and the Township Boards. Roll call vote carries unanimously.

**E. Consider recommending Fran Terry to the JWSB.**

At this time with recommending Murphy the JWSB would be at full capacity. Langston will keep Fran Terry's application on file if needed later.

**IX. Public Comment - Non-Agenda Items Only**

Cole-Crocker would like to see a budget and if the city is able to present it to the township board. Before Covid the budget was presented to the JWSB and then presented to the Township Board.

**X. Adjournment**

The meeting was adjourned by Chairperson Gordon at 8:38 A.M.

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Kalla Langston, City Clerk

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Thomas Gordon, Chairperson

# City of Buchanan

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## Water and Sewer

# OPERATING, MAINTENANCE AND CAPITAL IMPROVEMENT BUDGET

Proposed  
Fiscal Year: 2023-2024

# City of Buchanan

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## FISCAL BUDGET SUMMARY

Fiscal Year 2023-24

	2021-22	Fiscal Year 2022-23		Fiscal Year 2023-24		
	Actual	Budget	Actual as of 4/30/2023	Projected as of 6/30/2023	Proposed	Adopted
<b>Operating Revenue</b>	\$2,700,679	\$2,809,165	\$2,649,891	\$2,943,750	\$3,027,500	
<b>Sewer Mtc. Expenses</b>	751,974	950,839	678,048	851,885	908,600	
<b>Water Mtc. Expenses</b>	647,562	707,061	606,856	718,160	785,800	
<b>W &amp; S Bonds / Loans</b>						
-2008 SRF P & I	111,625	114,313	114,313	114,313	111,938	
-2010 DWRP P & I	118,875	121,500	121,500	121,500	119,000	
-2020 WWTP P & I	244,860	444,860	444,860	444,860	548,490	
-2023 DPW Bond P & I					149,136	
<b>NET</b>	825,783	470,592	684,314	693,032	404,536	
<b>Capital Outlay - W &amp; S</b>		7,000	24,107	45,000	400,000	

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## WATER & SEWER REVENUE BUDGET Fiscal Year 2023-24

REVENUES	2021-22	Fiscal Year 2022-23			Fiscal Year 2023-24	
	Actual	Budget	Actual as of 4/30/2023	Projected as of 6/30/2023	Proposed	Adopted
Penalties, Delinq. Collect	\$31,351	\$42,000	\$46,888	\$56,000	<b>\$42,000</b>	
Performance Deposit	42,728		10,250	12,000	<b>12,000</b>	
Water Sales	546,503	603,376	545,996	596,000	<b>575,000</b>	
Leachate Treatment	225,175	240,000	210,148	245,000	<b>240,000</b>	
Ready To Serve Charges	969,774	898,175	973,147	1,061,000	<b>1,100,000</b>	
Oxidation Ditch Reserves		33,500				
Sewer Charges	860,028	946,925	828,687	904,000	<b>945,000</b>	
Buchanan Twp. Assessment	12,297	11,193	9,649	11,500	<b>11,500</b>	
Interest Earned - Investments	5,066	30,000	6,619	35,300	<b>80,000</b>	
Portable Toilet Dumping	6,806		16,640	21,000	<b>20,000</b>	
Miscellaneous Income			1,417	1,500	<b>1,500</b>	
Hydrant Rental	951	3,996	450	450	<b>500</b>	
<b>TOTAL REVENUES</b>	<b>\$2,700,679</b>	<b>\$2,809,165</b>	<b>\$2,649,891</b>	<b>\$2,943,750</b>	<b>\$3,027,500</b>	

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## WATER & SEWER OPERATING AND MAINTENANCE BUDGET Fiscal Year 2023-24

SEWER EXPENSES	2021-22	Fiscal Year 2022-23		Fiscal Year 2023-24		
	Actual	Budget	Actual as of 4/30/2023	Projected as of 6/30/2023	Proposed	Adopted
Buchanan Twp. Utility Assessment	\$14,025	\$18,000		\$14,000	<b>\$14,000</b>	
Transfer To General	11,600	5,800				
Salaries - Full Time	306,585	389,598	248,368	305,000	<b>335,000</b>	
Salaries - Overtime	13,052	21,400	7,243	9,000	<b>10,000</b>	
Salaries - Part Time		10,700		5,000	<b>5,000</b>	
Fringe Benefits	133,133	235,500	130,167	160,000	<b>185,000</b>	
Pension GASB 68	-20,382		2,105	2,105	<b>5,000</b>	
Office Supplies	487	1,500	408	600	<b>1,000</b>	
Postage	3,385	5,000	6,106	7,500	<b>2,000</b>	
Chemicals	10,993	14,000	9,357	14,000	<b>16,000</b>	
Gas & Oil	4,280	4,500	4,314	14,000	<b>16,000</b>	
Misc. Supplies	931	2,000	1,618	2,200	<b>2,500</b>	
Lab Supplies	12,239	12,500	9,725	12,000	<b>14,000</b>	
Uniforms	1,000	1,500	1,125	1,500	<b>2,000</b>	
Accounting Support	10,031	9,671	6,517	6,600		
Audit	8,500	10,500	10,500	10,500	<b>12,000</b>	
Contractual	45,224	25,000	44,692	55,000	<b>45,000</b>	
Telephone, Internet, Cable	2,615	3,150	2,415	3,150	<b>3,500</b>	
Conference & Workshop	-678	1,500			<b>1,500</b>	
Travel & Car Allowance		1,000			<b>1,000</b>	
Utilities	88,746	83,000	118,832	140,000	<b>150,000</b>	



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## WATER & SEWER OPERATING AND MAINTENANCE BUDGET Fiscal Year 2023-24

SEWER EXPENSES	2021-22	Fiscal Year 2022-23			Fiscal Year 2023-24	
	Actual	Budget	Actual as of 4/30/2023	Projected as of 6/30/2023	Proposed	Adopted
Maintenance - Building	\$20,052	\$5,000	\$1,770	\$2,500	<b>\$5,000</b>	
Maintenance - Equipment	24,141	25,000	12,325	19,000	<b>25,000</b>	
Maintenance - Office Equipment	63	1,000	13	300	<b>1,000</b>	
Sludge Removal	14,691	8,000	12,163	17,000	<b>18,000</b>	
Maintenance - System	5,015	8,000	2,506	3,500	<b>7,000</b>	
Maintenance - Vehicle	1,125	1,500	2,033	2,500	<b>2,500</b>	
Equipment Rental		200			<b>200</b>	
Annual Permit Fee	6,510	6,500	7,282	7,500	<b>6,500</b>	
Education & Training	226	3,500	2,109	2,600	<b>3,500</b>	
Medical Exams	182	400	218	400	<b>400</b>	
Miscellaneous	3,293	4,000	707	1,000	<b>4,000</b>	
Fire & Liability Insurance	30,910	31,920	13,430	13,430	<b>15,000</b>	
Oxidation Ditch			20,000	20,000		
<b>TOTAL SEWER EXPENSES</b>	<b>\$751,974</b>	<b>\$950,839</b>	<b>\$678,048</b>	<b>\$851,885</b>	<b>\$908,600</b>	

# City of Buchanan

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## WATER & SEWER OPERATING AND MAINTENANCE BUDGET Fiscal Year 2023-24

WATER EXPENSES	2021-22	Fiscal Year 2022-23		Fiscal Year 2023-24		
	Actual	Budget	Actual as of 4/30/2023	Projected as of 6/30/2023	Proposed	Adopted
Salaries - Full Time	\$286,027	\$302,204	\$223,916	\$275,000	<b>\$312,000</b>	
Salaries Overtime	27,235	21,400	15,003	17,000	<b>22,000</b>	
Salaries - Part Time	1,421	10,700		\$5,000	<b>5,000</b>	
Fringe Benefits	138,293	200,064	201,959	\$220,000	<b>230,000</b>	
Pension - GASB 68	2,106		2,105			
Office Supplies	2,045	2,500	223	3,000	<b>3,000</b>	
Meters / Hydrants / Fittings	15,747	28,000	13,888	\$18,000	<b>24,000</b>	
Postage	6,441	5,000	6,166	7,700	<b>8,000</b>	
Chemicals	10,192	5,000	13,616	17,000	<b>18,000</b>	
Gas & Oil	4,557	3,500	3,303	4,500	<b>5,500</b>	
Misc. Supplies	1,430	1,600	1,315	1,650	<b>1,800</b>	
Uniforms	521	900	449	600	<b>800</b>	
Accounting Support	22,163	9,671	6,517	6,517		
Audit	8,500	10,500	10,500	10,500	<b>12,000</b>	
Contractual	28,807	20,000	21,432	26,000	<b>30,000</b>	
Telephone, Internet, Cable	3,859	3,000	2,712	3,500	<b>4,000</b>	

# City of Buchanan

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## WATER & SEWER OPERATING AND MAINTENANCE BUDGET OPERATING AND MAINTENANCE BUDGET SUMMARY

	2021-22	Fiscal Year 2022-23		Fiscal Year 2023-24		
	Actual	Budget	Actual as of 4/30/2023	Projected as of 6/30/2023	Proposed	Adopted
<b>WATER EXPENSES</b>						
Conferences & Workshops	1510	1,800	1,492	1,800	2,000	
Travel & Car Allowance		\$400			\$500	
Utilities	44,011	27,000	33,340	\$42,000	46,000	
Maintenance - Buildings	3,216	6,000	4,376	\$5,500	6,000	
Maintenance - Equipment	5,780	5,000	4,275	\$5,500	6,000	
Maintenance - Office Equipment	287	500	4,051	\$5,000	1,000	
Maintenance - System	11,879	12,000	23,095	\$27,000	25,000	
Maintenance - Vehicle	2,032	2,000	528	1,500	2,000	
Equipment Rental	75	750		200	200	
Annual Permit Fee	3,340	3,000	2,400	2,400	3,000	
Education & Training	250	1,500		300	1,500	
Medical Exams	113	250	256	300	500	
Miscellaneous	919	1,500	746	1,500	1,500	
Fire & Liability Insurance	14,806	13,972	9,193	9,193	10,500	
Wellhead Protection Program		7,350			4,000	
<b>TOTAL WATER EXPENSES</b>	<b>\$647,562</b>	<b>\$707,061</b>	<b>\$606,856</b>	<b>\$718,160</b>	<b>\$785,800</b>	

**City of Buchanan**  
**Proposed New / Replacement Equipment**  
**Fiscal Year 2023-24**

<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>Fire Station</b>	
Roof Replacement	<b>\$90,000</b>
<b>City Hall</b>	
Parking Lot	<b>5,000</b>
Fence	<b>6,000</b>
Building Evaluation	<b>5,000</b>
<b>Police Department</b>	
Patrol Car, Laptops, Printers - \$66,000 in 10 Year Plan	
<b>Water &amp; Sewer Departments</b>	
Fire Hydrants	<b>15,000</b>
SCADA System for Pumping and Chemical Feed	<b>60,000</b>
UV Lamps for Disinfection	<b>4,000</b>
Laboratory Equipment	<b>7,000</b>
Service Van	<b>40,000</b>
<b>Cemetery</b>	
Concrete Floor - Truck Building (2200 sq. ft.)	<b>8,000</b>
Concrete Floor - Chipper Bldg. 2600 sq. ft. (Next Year)	
Overhead Door Work / Replacement	<b>4,000</b>
Chapel Work - Stained Glass	<b><u>4,000</u></b>
<b>TOTAL</b>	<b>\$248,000</b>

**CITY OF BUCHANAN  
CAPITAL IMPROVEMENT EXPENDITURES  
FISCAL YEARS 2023-24 THROUGH 2032-33**

Fiscal Year----->	Values in \$1,000's of \$											
	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33		
<b>New / Replacement Equipment Expense</b>												
- DPW Street Sweeper	248	250	250	250	250	300	300	350	350	400		
- Sidewalk & Demolition Fund	300											
	70	65	65	65	65	70	70	70	70	70		
<b>New DPW Building</b>	5,000											
Downtown Infrastructure	5,000	4,000	4,951									
Water Wells and Treatment Plant	2000	2,000	2,332									
Front / Oak Street Traffic Signal		200	250									
Baroda Tire Center / Feed Mill Demo	200											
Victory Park Pavilion	100											
<b>Road Repairs</b>												
11.72 miles Major Streets	300	300	300	300	350	500	1,000	1,000	1,000	1,000		
16.54 miles Local Streets		300	300	300	350	500	1,000	1,000	1,000	1,000		
<b>Water / Sewer Capital Plan</b>												
29 miles of water & sewer lines	274	300	400	400	500	500	1,000	1,000	1,000	1,000		
WWTP Demolition Work					300							
New Fire / Police Complex						2,500	2,500					
Police Department Capital Plan 2023-28	66	60	60	60	60							
DPW Vector Truck				1,000								
	13,558	7,175	8,908	2,375	1,875	4,365	5,870	3,420	3,420	3,470		
			<b>5 Year Total-----&gt;</b>		<b>33,891</b>							
											<b>10 Year Total-----&gt;</b>	<b>54,436</b>

8

### **Water report for JWSB meeting 5/15/23**

**We have been very busy the last couple of months.**

**We have turned on all the water at the parks and cemetery still need to do downtown and duck pond. I have the cross connection report and the CCR turned in and approved by EGLE. All Bacti samples have tested good. We replaced a broken fire hydrant on the corner of Main and 3<sup>rd</sup>. We also did the spring hydrant flushing , we had nice clean water again this year it made flushing a lot better now that we don't use Well 3 anymore. Dylan has been taking classes getting ready to test this fall for his S-4 D-4 exams. Main breaks have been an issue this spring with 5 total. Not sure why , they were in different areas of town and one in the township. We have done a couple small digs to fix service line valves. Plans are in place to put the meter in at Clark Lab at the end of the month. My yearly sampling will start this month and this year will be Lead and Copper testing .**

City of Buchanan  
 Water & Sewer Enterprise  
 Losses Compared to Gallons Billed Monthly

		2023			
Starting Date	Ending Date	Gallons Pumped	Gallons Billed	% Lost	
12/28/2022	1/27/2023	21.405	7.426	65%	
1/28/2023	2/27/2023	23.23	7.147	69%	
2/28/2023	3/27/2023			#DIV/0!	
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		44.635	14.573	67%	
		2022			
Starting Date	Ending Date	Gallons Pumped	Gallons Billed	% Lost	
12/24/2021	1/25/2022	16.71	7.456	55.38%	
1/26/2022	2/25/2022	17.326	7.516	56.62%	
2/26/2022	3/27/2022	18.867	7.041	62.68%	
3/29/2022	4/29/2022	19.314	6.733	65.14%	Deduct 1M gallons for Hydrant Flushing
4/27/2022	5/26/2022	19.473	7.869	59.59%	
5/27/2022	6/27/2022	23.099	9.004	61.02%	
6/26/2022	7/27/2022	23.956	10.131	57.71%	
7/28/2022	8/29/2022	24.835	10.4	58.12%	Deduct 1M Gallons for Thrill on Hill
8/30/2022	9/30/2022	22.835	7.214	68.41%	
9/30/2022	10/27/2022	17.674	6.955	60.65%	

10/28/2022	11/29/2022	21.001	7.295	65.26%	Deduct 1M gallons for Hydrant Flushing
11/30/2022	12/27/2022	20.128	7.664	61.92%	
Total		245.218	95.278	61.15%	

## 2021

Starting Date	Ending Date	Gallons Pumped	Gallons Billed	% Lost	
12/24/2020	1/25/2021	12.337	8.398	31.93%	
1/26/2021	2/24/2021	11.005	7.478	32.05%	
2/25/2021	3/29/2021	12.651	8.122	35.80%	
3/30/2021	4/27/2021	10.82	7.066	34.70%	Deduct 1M Gallons for Hydrant Flushing
4/28/2021	5/27/2021	13.423	8.45	37.05%	Deduct .650 MG for WWTP fill
5/28/2021	6/28/2021	14.721	10.742	27.03%	
6/29/2021	7/28/2021	11.565	8.74	24.43%	
7/29/2022	8/24/2022	12.308		#VALUE!	Accounting software issue, don't know gallons billed.
8/25/2021	9/27/2021	13.14	8.708	33.73%	
9/28/2021	10/25/2021	10.675	9.606	10.01%	
10/26/2021	11/24/2021	10.207	7.583	25.71%	
11/25/2021	12/23/2021	10.462	6.983	33.25%	
Total		143.314	91.876	35.89%	

## 2020

Starting Date	Ending Date	Gallons Pumped	Gallons Billed	% Lost	
12/24/2019	1/24/2020	11.09	8.523	23.15%	
1/25/2020	2/25/2020	15.464	8.349	46.01%	
2/26/2020	3/26/2020	9.944	7.879	20.77%	
3/27/2020	4/26/2020	13.842	8.134	41.24%	Deduct 1M Gallons for Hydrant Flushing
4/27/2020	5/26/2020	9.383	7.873	16.09%	Reduction after first meeting with Clark Testing
5/27/2020	6/24/2020	10.787	9.39	12.95%	
6/25/2020	7/27/2020	13.491	12.278	8.99%	
7/28/2020	8/28/2020	12.633	10.296	18.50%	
8/29/2020	9/29/2020	12.257	9.009	26.50%	
9/30/2020	10/27/2020	9.523	7.188	24.52%	Deduct 1M Gallons for Hydrant Flushing



10/28/2020	11/23/2020	8.58	7.049	17.84%
11/24/2020	12/23/2020	10.953	6.81	37.83%
Total		126.857	94.255	25.70%

2019					
Starting Date	Ending Date	Gallons Pumped	Gallons Billed	% Lost	
12/21/2018	1/28/2019	15.278	9.472	38.00%	
1/29/2019	2/25/2019	12.171	7.476	38.58%	
2/26/2019	3/26/2019	14.1	7.202	48.92%	
3/27/2019	4/25/2019	12.883	7.301	43.33%	Deduct 1M Gallons for Hydrant Flushing
4/26/2019	6/24/2019	21.071	16.376	22.28%	Combined due to Sensus/Fund Balance fiasco
6/25/2019	7/24/2019	13.16	10.248	22.13%	
7/25/2019	8/27/2019	15.409	10.843	29.63%	Deduct 1M gal. for TOTH
8/28/2019	9/23/2019	11.986	8.345	30.38%	
9/24/2019	10/28/2019	11.954	9.845	17.64%	Deduct 1M gal. for Hydrant Flushing
10/29/2019	11/22/2019	8.009	6.605	17.53%	
11/23/2019	12/23/2019	9.964	8.183	17.87%	
Total		145.985	101.896	30.20%	

City of Buchanan  
 Water & Sewer Enterprise  
 Reported Compared to Gallons Billed Monthly

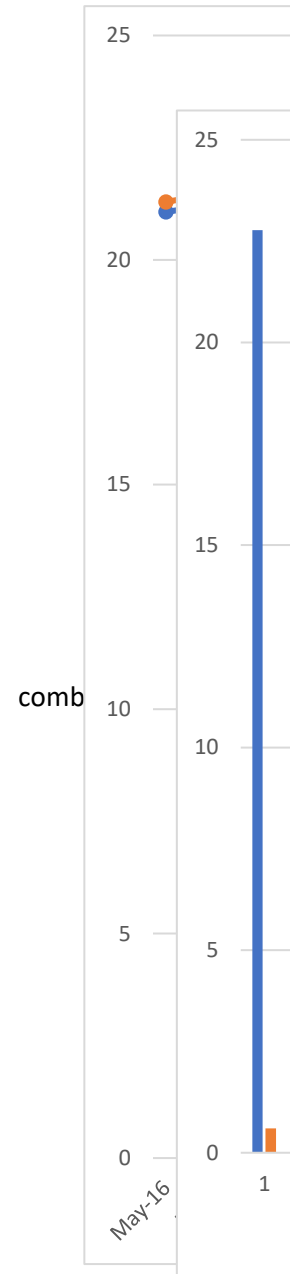
2018					
Starting Date	Ending Date	Gallons Pumped	Gallons Billed	% Lost	
12/22/2017	1/25/2018	22.771	9.052	60.25%	Main Break on Fourth St.
1/26/2018	2/22/2018	22.429	7.25	67.68%	Main Break on Fourth St.
2/23/2018	3/26/2018	18.172	7.885	56.61%	Main Break on Fourth St.
3/27/2018	4/24/2018	9.469	6.915	26.97%	Deduct 1M Gallons for Hydrant Flushing
4/25/2018	5/25/2018	18.783	7.89	57.99%	
5/26/2018	6/26/2018	22.285	9.92	55.49%	
6/27/2018	7/26/2018	19.759	9.901	49.89%	

7/27/2018	8/26/2018	17.995	9.8	45.54%	Deduct 1M gal. for TOTH
8/27/2018	9/25/2018	11.392	7.917	30.50%	
9/26/2018	10/26/2018	10.375	7.899	23.87%	Deduct 1M Gallons for Hydrant Flushing
10/27/2018	11/27/2018	12.13	7.781	35.85%	
11/28/2018	12/21/2018	10.078	5.824	42.21%	
Total		195.638	98.034	49.89%	

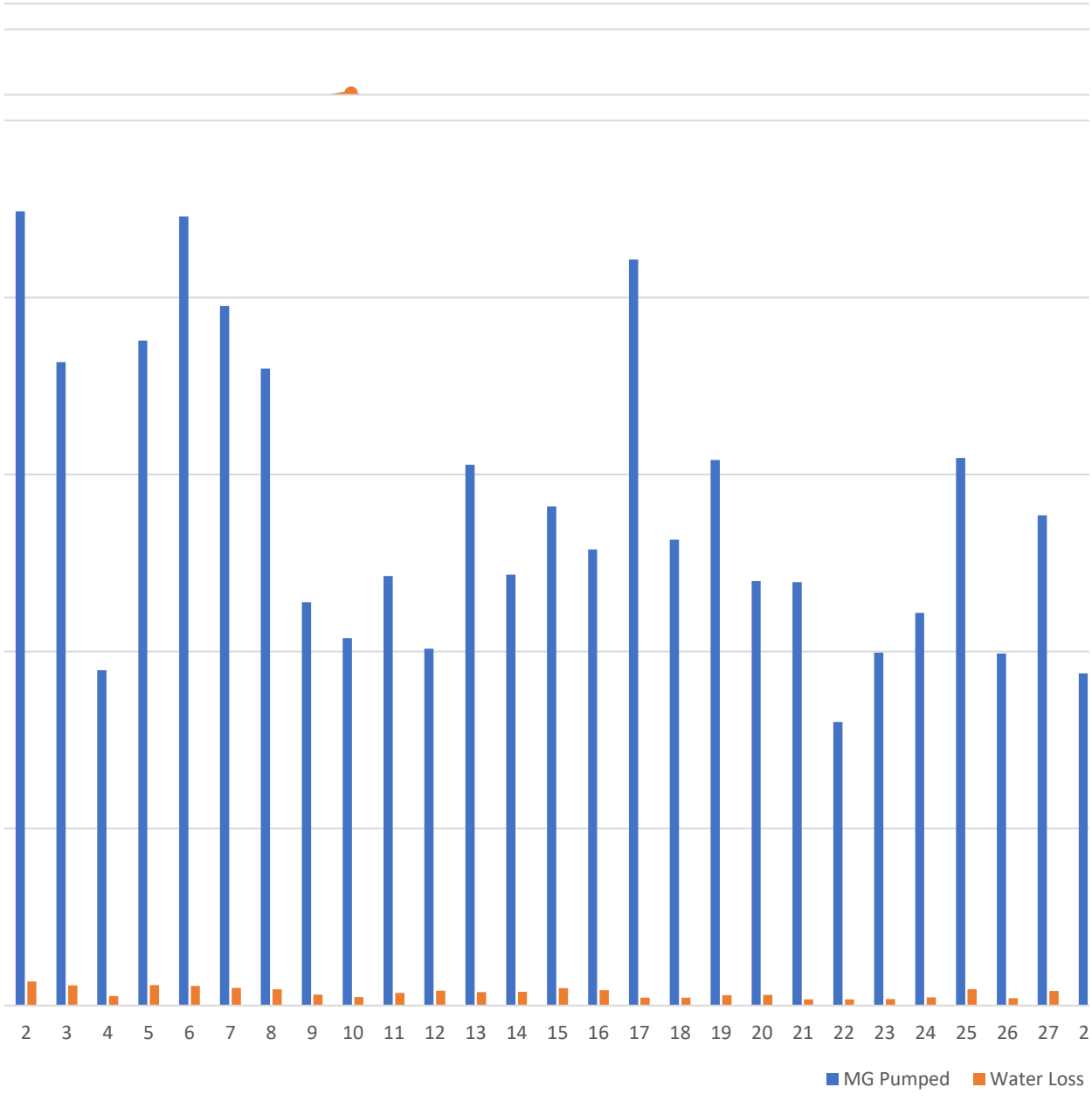




Month			MG Pumped	MG Billed	Water Loss
Jan-18	12/22/2017	1/25/2018	22.771	9.052	60.25%
Feb-18	1/26/2018	2/22/2018	22.429	7.25	67.68%
Mar-18	2/23/2018	3/26/2018	18.172	7.885	56.61%
Apr-18	3/27/2018	4/24/2018	9.469	6.915	26.97%
May-18	4/25/2018	5/25/2018	18.783	7.89	57.99%
Jun-18	5/26/2018	6/26/2018	22.285	9.92	55.49%
Jul-18	6/27/2018	7/26/2018	19.759	9.901	49.89%
Aug-18	7/27/2018	8/26/2018	17.995	9.8	45.54%
Sep-18	8/27/2018	9/25/2018	11.392	7.917	30.50%
Oct-18	9/26/2018	10/26/2018	10.375	7.899	23.87%
Nov-18	10/27/2018	11/27/2018	12.13	7.781	35.85%
Dec-18	11/28/2018	12/21/2018	10.078	5.824	42.21%
Jan-19	12/21/2018	1/28/2019	15.278	9.472	38.00%
Feb-19	1/29/2019	2/25/2019	12.171	7.476	38.58%
Mar-19	2/26/2019	3/26/2019	14.1	7.202	48.92%
Apr-19	3/27/2019	4/25/2019	12.883	7.301	43.33%
May-16	4/26/2019	6/24/2019	21.071	16.376	22.28%
Jul-19	6/25/2019	7/24/2019	13.16	10.248	22.13%
Aug-19	7/25/2019	8/27/2019	15.409	10.843	29.63%
Sep-19	8/28/2019	9/23/2019	11.986	8.345	30.38%
Oct-19	9/24/2019	10/28/2019	11.954	9.845	17.64%
Nov-19	10/29/2019	11/22/2019	8.009	6.605	17.53%
Dec-19	11/23/2019	12/23/2019	9.964	8.183	17.87%
Jan-20	12/24/2019	1/24/2020	11.09	8.523	23.15%
Feb-20	1/25/2020	2/25/2020	15.464	8.349	46.01%
Mar-20	2/26/2020	3/26/2020	9.944	7.879	20.77%
Apr-20	3/27/2020	4/26/2020	13.842	8.134	41.24%
May-20	4/27/2020	5/26/2020	9.383	7.873	16.09%
Jun-20	5/27/2020	6/24/2020	10.787	9.39	12.95%
Jul-20	6/25/2020	7/27/2020	13.491	12.278	8.99%
Aug-20	7/28/2020	8/28/2020	12.633	10.296	18.50%
Sep-20	8/29/2020	9/29/2020	12.257	9.009	26.50%
Oct-20	9/30/2020	10/27/2020	9.523	7.188	24.52%
Nov-20	10/28/2020	11/23/2020	8.58	7.049	17.84%
Dec-20	11/24/2020	12/23/2020	10.953	6.81	37.83%
Jan-21	12/24/2020	1/25/2021	12.337	8.398	31.93%
Feb-21	1/26/2021	2/24/2021	11.005	7.478	32.05%
Mar-21	2/25/2021	3/29/2021	12.651	8.122	35.80%
Apr-21	3/30/2021	4/27/2021	10.82	7.066	34.70%
May-21	4/28/2021	5/27/2021	13.423	8.45	37.05%
Jun-21	5/28/2021	6/28/2021	14.721	10.742	27.03%
Jul-21	6/29/2021	7/28/2021	11.565	8.74	24.43%

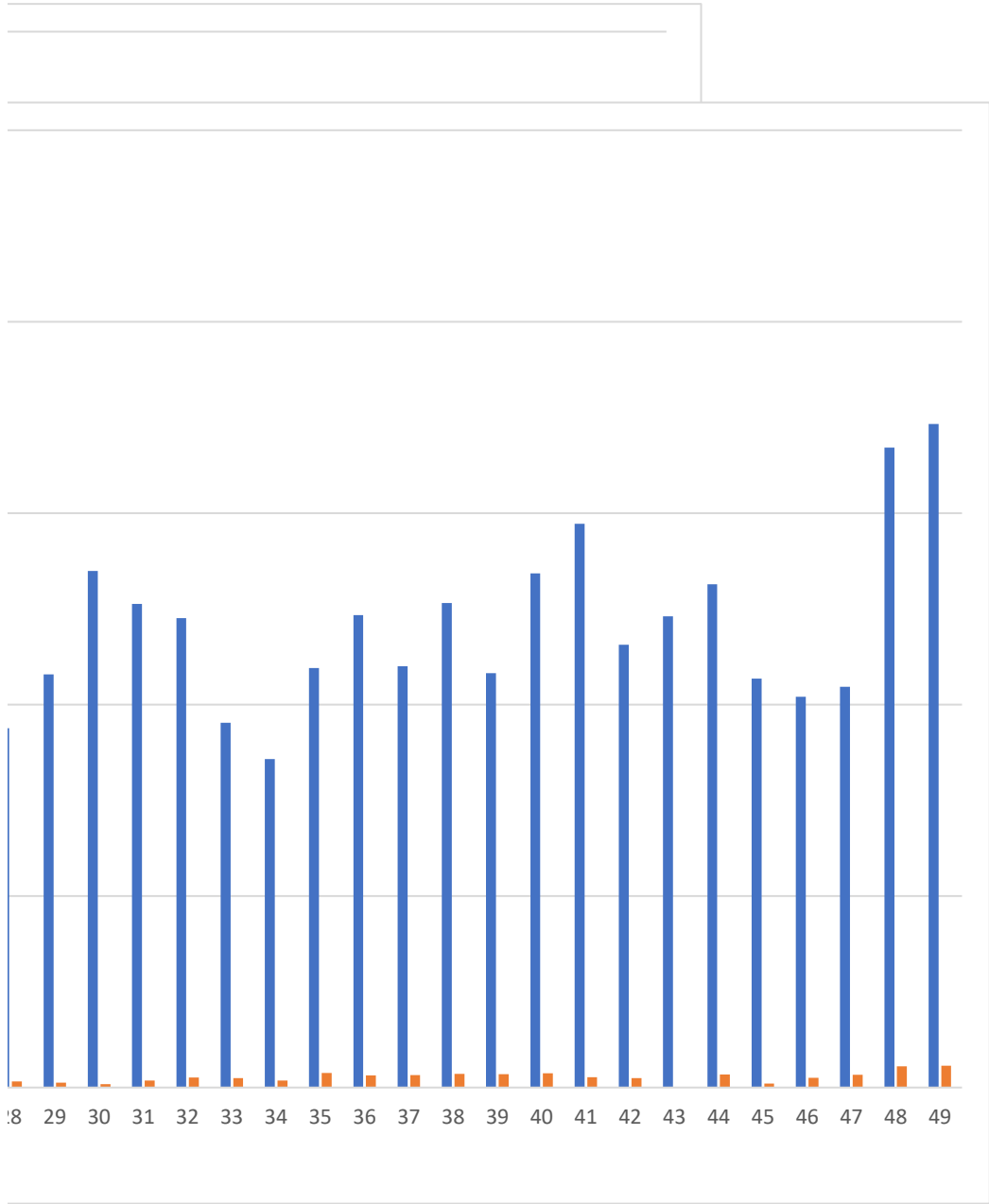


Aug-21	7/29/2022	8/24/2022	12.308		#VALUE!
Sep-21	8/25/2021	9/27/2021	13.14	8.708	33.73%
Oct-21	9/28/2021	10/25/2021	10.675	9.606	10.01%
Nov-21	10/26/2021	11/24/2021	10.207	7.583	25.71%
Dec-21	11/25/2021	12/23/2021	10.462	6.983	33.25%
Jan-22	12/24/2021	1/25/2022	16.71	7.456	55.38%
Dec-22	1/26/2022	2/25/2022	17.326	7.516	56.62%









## Joint Water/Sewer Board

### Wastewater Report

### May 2023

#### 1) Septage

- In the first four months of 2023 we accepted 121,600 gallons of septage
- In the first four months of 2023 we billed septage haulers \$8,424.00

#### 2) Storm Water Pollution Prevention Plan (SWPPP)

- First quarter sampling and visual assessment was conducted on all 3 of the plant's stormwater outfalls
- Second quarter sampling and visual assessment was conducted on all 3 of the plant's storm water outfalls
- Joe watched training videos for SWPPP
- Terry was trained on how to do the routine SWPPP inspections
- Eleven routine SWPPP inspections have been conducted in 2023
- Two comprehensive SWPPP inspections were conducted in 2023
- The used oil storage area was cleaned and organized

#### 3) Compliance Reports

- DMRs have been submitted for the months of January, February, and March
- The Michigan Industrial Pretreatment Program Annual Report was submitted on 2/24/2023

#### 4) NPDES Requirements

- Copper sampling and analysis was conducted on plant effluent
- Mercury sampling and analysis was conducted on plant influent and effluent
- PFOS/PFOA sampling and analysis was conducted on plant influent and effluent

#### 5) IPP Program

- Pizza Hut's grease trap was inspected
- Inspections were performed at Redbud Roots
  - Sampling will be conducted on their fertilizer solutions, their grow bag leachate, and their effluent.
  - A draft discharge permit is being written
  - Redbud roots uses about 145,500 gallons per month. Redbud roots is not likely to generate anywhere near the sort of surcharge revenue that the Landfill does, but I believe we may be able to generate several hundred additional dollars per month

#### 6) Maintenance Items

- The leaking pipe that connects the headworks to the oxidation ditch has been replaced
- Bulbs were changed on one of our UV banks
- An actuated valve was replaced on the fluidizer line for our grit removal system

- Impeller depths were adjusted on the headworks pumps
- Impeller depth was adjusted on the grit lift pump
- Oil was changed on the vortex grit separator
- Oil was changed on the deragger
- Oil was changed on both clarifiers
- The rotating assembly was replaced in pump 2 at the Schirmer lift station
- An actuated valve was replaced on the deragger
- Presummer maintenance was performed on mowers, weed eater, leaf blower
- Tanks in the old plant were pumped down
- Clarifier weirs and effluent launders were cleaned
- UV units and effluent channel was cleaned
- Solids were removed form Schirmer sift station, Mill Pond lift station, and Industrial lift station.
- Cover bolts on the Rotary Press were tightened to the appropriate torque, and the seal shaft was greased
- Maintenance was performed on the Kubota
- Windows and eves on the new building were caulked
- The cover for the ferrous overflow pit was caulked
- A technician from F&G came out to look at our generator
- Numerous routine preventative maintenance tasks

#### 7) Sludge Disposal

- In the first 4 months of 2023 we pressed 467,429 gallons of sludge
- In the first 4 months of 2023 we sent 326,480 pounds of dewatered solids to the landfill
- We recently switched from running one dumpster a week to running two dumpsters a week. We may be able to go down to three dumpsters every two weeks later this summer

#### 8) Landfill

- In the first four months of 2023 the landfill was billed \$112,316.38
- So far this fiscal year (beginning July, 2022) the landfill has been billed \$221,085.51

#### 9) New Employee

- Joe started on 4/3/2023
- Joe has been trained on how to run labs and recently began working the weekend rotation

#### 10) CTE Student

- The city has decided to let us move forward on the CTE program
- A job description and document describing opportunities in the wastewater field has been supplied to Ashely Regal
- Hopefully we can get a student to join us
- As of 5/8/2023 no students have applied for the position.
- Mark Frey, director of career and technical education, has said that he will remind students about the opportunity.

## 11) Grass mowing

- Grass mowing season has begun. The plant has a great deal of grass, much of it on hills that are challenging to mow.
- Mowing grass at the plant has always been a big task. Now that we have all the additional grass associated with the new plant the mowing chore has become significantly more time consuming.
- Hopefully we can get a CTE student to work with us this summer. The additional help should allow us to stay up on the mowing and continue to work on IPP and plant projects

## 12) Possible Expansion of Collection System

- Life Action Ranch is working with the engineering firm, Wightman to explore the possibility of connecting to our sewer system at the Post Road lift station
- Fill rates and draw down rates for Post Road lift station were measured and reported to the engineering firm.
- The engineer, Frank Renaldi, is asking how ready to serve fees will be applied
  - It sounds like Life Action Ranch's waste stream will include wastewater from Fuller's Resort and Camp Ground, the Columbia Court housing development, and the Life Action Camp
  - The project will require about 1.61 miles of sewer

## 13) Bisbee Infrared Service, Inc.

- A technician from Bisbee came out and scanned all of our panels and breaker boxes
- We have one breaker that is running hot and needs to be replaced

## 14) Otsego Crane &amp; Hoist, LLC

- A technician from Otsego Crane & Hoist came out and inspected our hoists
- No problems were identified

## 15) Generator

- There was some debate over how often the generator needs be ran under load
  - Our NPDES permit requires that we, "provide an alternative power source sufficient to operate facilities utilized by the permittee to maintain compliance with the effluent limitations of this permit"
  - The permit does not specify how often we need to prove that the generator works
  - I spoke with Daniel Burlingame, at EGLE, to see if there was a requirement on how often we need to run the generator under load in order to prove that we are meeting the permit requirement. Daniel said that there is no written rule that he can direct me to, but that it is typical for plants to run their generators under load once per month.
  - The second technician that came out to look at our generator said that our transfer switch is modern, good, and won't wear out in an untimely manner if we use it.