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**R.W.W.D. MEMORANDUM**

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**TO:** RWWD TRUSTEES

**FROM:** JOE MATIAS – OPERATIONS MANAGER

**SUBJECT:** DECEMBER MONTHLY REPORT

**DATE:** JAN.10/23

**CC:** HEIDI HANSEN

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**INTRODUCTION**

This memo provides results of Rayleigh Water Works District operational events that have taken place during this past month, for all disciplines of the RWWD department.

**Water Treatment Plant:**

We are still waiting for Exceed Engineering to the finalize the SCADA software upgrade deficiencies. The rest of backwash solids removal has been delayed until spring as this can wait and to reduce operational costs for 2022. Two blower fan assemblies had to be replaced on the ceiling tube radiant heaters as they both failed one week apart of another during the cold snap. Chlorine chemical feed pump #2 for potable water disinfection was rebuilt. The free chlorine online wall mount analyzer was calibrated by RWWD operations as per regular maintenance. RWWD operations started tear down and inspection on train #2 for our regular annual maintenance.

**River Intake:**

We are still waiting for river pump #2 to be serviced for a rebuilt at Kamloops Electric Motor as there has been extreme delays in receiving parts. The parts have arrived and just awaiting an update on the service completion.

**Water Distribution:**

Consistent and regular weekly bacteriological testing has been completed on the distribution sampling to meet the Conditions of Permit for our system. There was one residential service shutoff/turn on request for the month of December for repairs on the resident's side of the water service at 4634 Strawberry Lane. But later found the service shutoff was inoperable and required RWWD Utilities to excavate and replace broken cotter pin, box, and riser. Please see attached documents.

**Septage System:**

Regular preventative maintenance and daily rounds are being conducted 7 days a week, including pump hours and effluent discharge volumes under the wastewater permit.

**BC One Tickets:**

There was 1 BC One ticket for the month of December that the RWWD operations addressed.

Yours truly,

Joe Matias

Operations Manager

Rayleigh Water Works District