



City Manager's Monthly Report for May 2020

Geo Systems Engineering has completed the testing of the pavement on Wayside Street. Based on their findings the contractor has been notified that the entire road needs to be milled and re-surfaced. The paving contractor has elected to hire their own consultant to test the pavement. We have told them that this is fine, but they only have until June 15th to complete the repairs so that the project can be closed.

The weather has once again delayed the progress on the exterior of the Municipal Building. The inside of the building is close to being ready to begin the punch list inspection. All of the furniture has been delivered and installed. We hope to be in the building in time for the July 7th Commission Meeting.

The Wastewater Plant treated 80.6 million gallons of sewerage. The Water Plant produced 81.5 million gallons of drinking water. We received 8 inches of rain; the old reservoir is 6 feet above full pool; the new reservoir is 3.5 feet below full pool. It is scheduled to be at full pool on June 15th. We repaired 4 water leaks and 2 sewer blockages.

The Fire Department responded to 65 emergency calls. They completed 314 hours of training. The Fire Marshal conducted 12 inspections and reviewed 2 sets of plans.

The Planning Department issued 20 permits, the total project value was \$364,910 and the total fees collected were \$6,361. The Building Inspector completed 25 Plan Reviews, 61 Commercial Inspections, and 19 Residential Inspections.

A handwritten signature in blue ink, appearing to read "Donald Anderson".

Donald Anderson
City Manager

City of Cornelia

Public Works

Monthly Report May, 2020

The Sanitation route was completed weekly and roller carts delivered when needed. All city parks and downtown were checked and cleaned on a weekly basis. Work orders were completed as they came in. Trash was picked up on City streets and parks. We take turns coming in early every week to blow downtown, clean gutters, and checking street lights. The chipper has been making rounds through the city as needed. We have been working on cutting grass on the route. We have been working on bush hogging streets and sewer R.O.W. We have been working on flower beds doing maintenance and spreading mulch where needed. Street right-of-way was cut throughout the city and limbs cut back from signs. We worked at parks making repairs and doing routine maintenance. Pot holes were patched around the city as we found them. We worked around the shop cleaning and organizing. Equipment was checked and regular maintenance was done. We made repairs and did regular maintenance to city buildings as needed. We have been spraying weed killer on all city R.O.W. where needed. We fixed and replaced street signs around the city as needed. New basketball goals were installed at Big City Park. We graded and spread gravel around the basketball court and new retaining wall at Big City Park. We made repairs to and poured a section of sidewalk on Chatham Ave. All the bushes around the Community House were trimmed. The new ped signs in the middle of Wayside Street were taken up and new signs installed on the edge of the road at each crossing. Repairs were made to the Dog Park fence. We installed a couple runs of 6 inch conduit at the new fire station. We worked on the shoulder of the road on Summit Street pouring concrete to fix a washout. We remodeled the restrooms at the P.D. Training Center, replacing rotting floors. All A/C filters were replaced and units checked. We cleaned up fallen trees after a storm.



Utilities Monthly Report

 *Water Pollution Control Plant*

 *Drinking Water Treatment Plant*

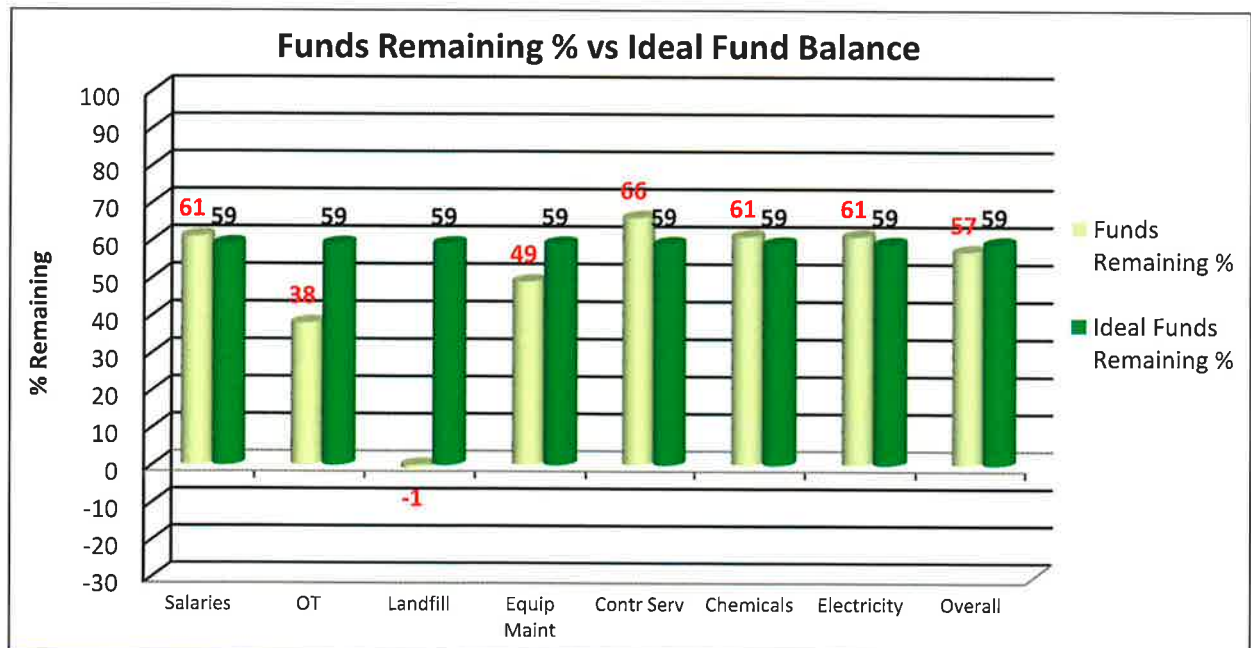
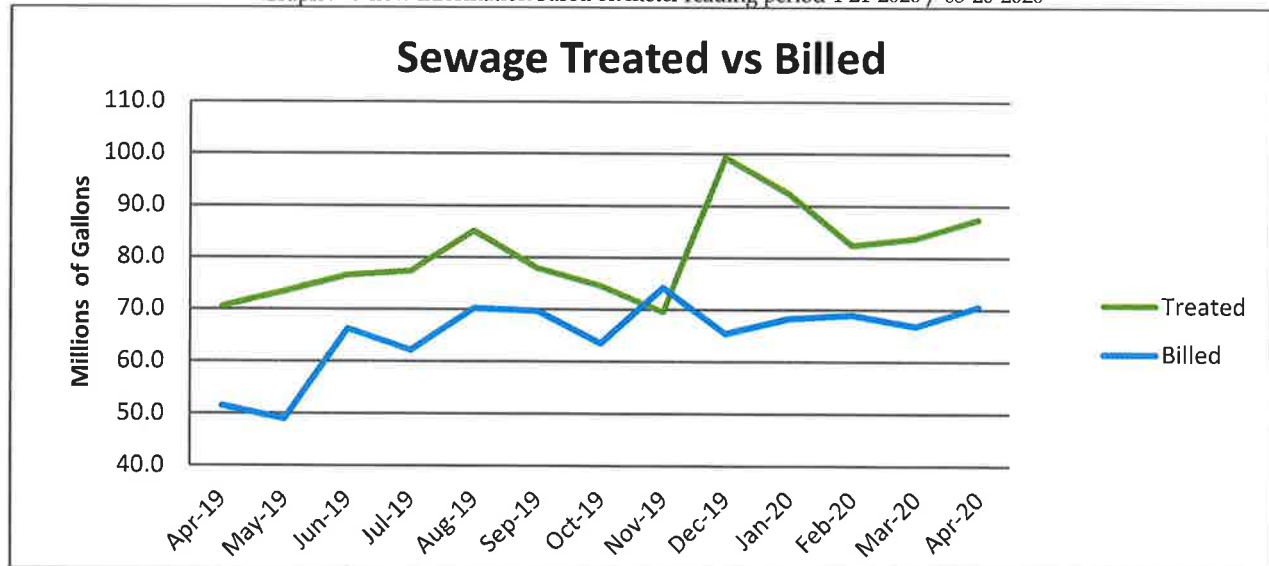
 *Water/Sewer/Storm Maintenance*

Water Pollution Control Plant

Monthly Treatment Totals

Parameter	Measurement	Units of Measure
Sewage Treated	80.6	Million Gallons
Influent BOD	36.4	Tons
Influent TSS	22.6	Tons
Solids to Landfill	352.5	Wet Tons
Dry Solids Removed	69.7	Dry Tons

*Graph and flow information based on meter reading period 4-21-2020 / 05-20-2020



Capital Expense & Rent Water/Sewer has been deducted out of the Budget

Equipment Repair, Replacement, & Enhancement

Equipment	Description	Cause	Status	Cost
Handrails	New Disk Filter	New	Ordered	\$6,480

Industrial Pre-Treatment Violations

Industry	Surcharge Parameter	Violation/Fine	Surcharge
Fieldale	TKN & BOD	None	\$23,427 (waived)
Ethicon	None	Phosphorous \$100	None
Salford BBI	None	None	None

Wastewater Treatments Projects & Events

- 100% Compliance for May NPDES
- W.P.C.P. disk filter project 90% complete. Filters up and running with demolition of the existing filter system pending.
- DMR/QA lab certification test submitted

Work Orders Wastewater Plant & Lift Station

Generated Work Orders	25
Completed Work Orders	24
Back-log Work Orders	2

Work Orders Commercial Grease Trap Inspection

Grease Traps Scheduled for Inspection	16
Grease Traps Inspected	9
Non-Compliant	14

Drinking Water Treatment Plant

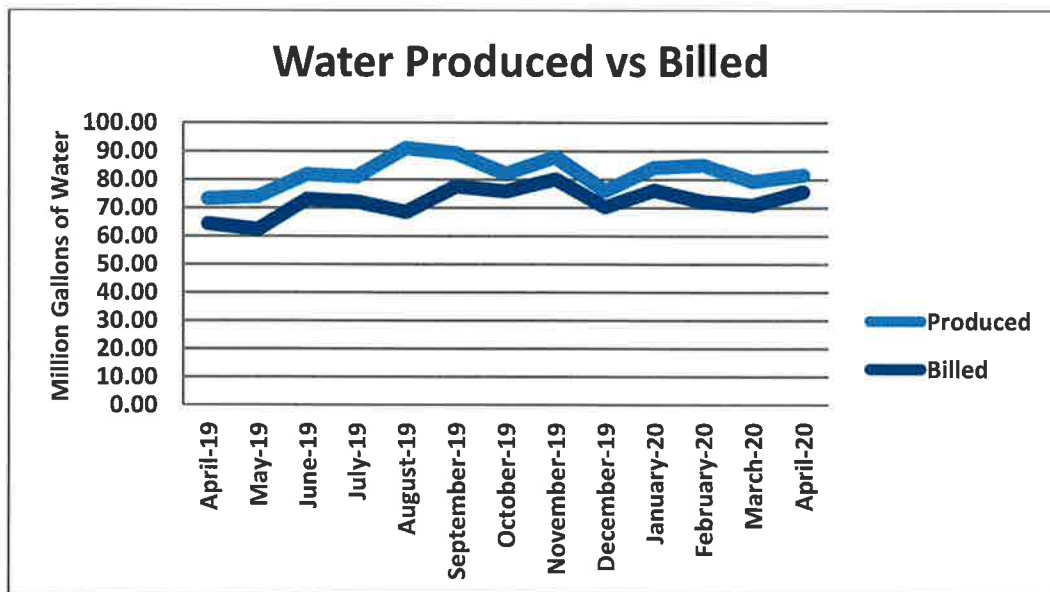
Water Quality

All measured water quality parameters met State and Federal Guidelines for Drinking Water.

Water Quality Concerns	Determined Cause	Action Taken
0	N/A	N/A

Water Production Quantities

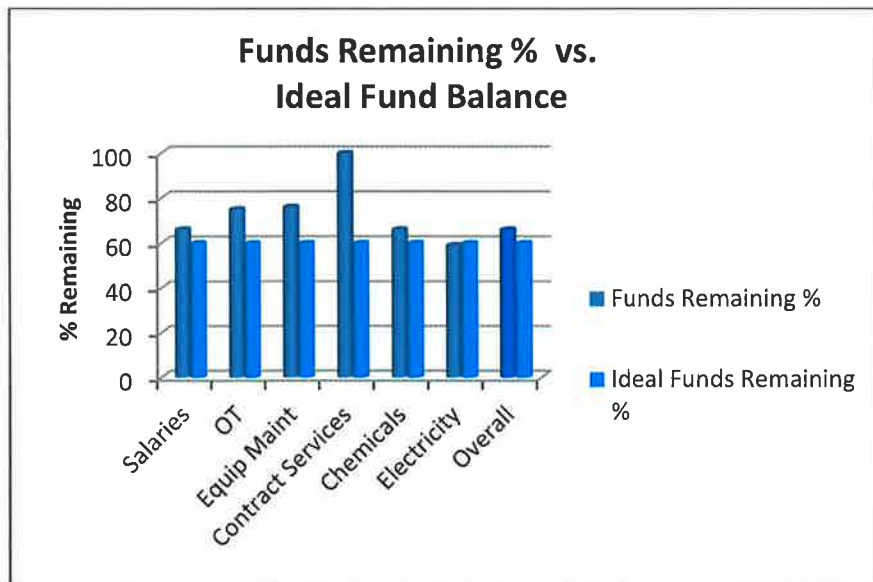
- The WTP recorded 8.00" of rain for May 2020.
- The reservoir level is 6' 0" above full pool.
- Water Produced in April 2020 was 81.52 MG.
- New Impoundment is schedule to be full at June 15th. The current level is 24.5' and 28' is full.



Above flow graph and flow information based on meter reading period 3/21/2019 - 4/20/2020

Water Treatment Projects/Events

- Installed Cla-Valve at Grand View.
- Repaired Pre CL2 pump.
- 1st Round of Bac-T's
- Replaced Fluoride feed pump.
- 2nd Round of Bac-T's
- Cleaned SCM probe and housing.
- Washed Basin #3.
- Routine Inspections of raw water pumping stations and tanks as required by EPD.



Reports/Water Sampling Completed

May 2020	Round 1 Distribution Sampling for Chlorine and Microbiological Contaminants
May 2020	Round 2 Distribution Sampling for Chlorine and Microbiological Contaminants
May 2020	Total Organic Carbon Sampling
May 2020	Fluoride Split Sampling
May 2020	VOC's
April 2020	NPDES Flow Monitoring
April 2020	Monthly Operating Summary Report
April 2020	Monthly Disinfectant and/or Oxidant Monitoring at the Entry Point and in the Distribution System
April 2020	Monthly TOC Removal Report
April 2020	Monthly Surface Water Treatment Operation Report for Turbidity
April 2020	NPDES / Monthly Maintenance Report
April 2020	Monthly Surface Water Withdrawal Report.
April 2020	Monthly MOR for Fluoride Program
April 2020	Monthly Net DMR

Training

- Monthly Safety Training with the WTP staff.

Water/ Sewer/ Storm Maintenance

Projects/Events

- Continued to inspect/clean storm structures
- Began inventory/organization at new Water/Sewer shop

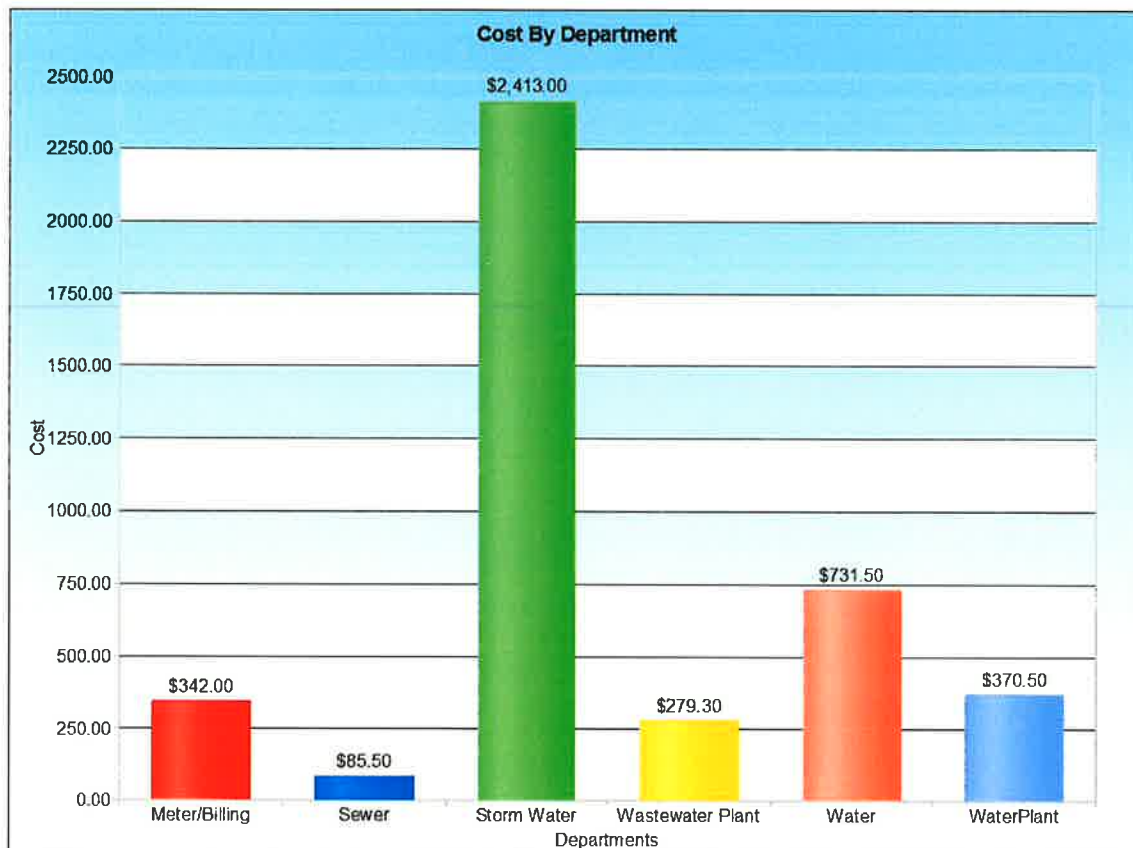
Major Construction Projects

- Continue replacing waterlines for Chenocetah Project
- Reditched culvert at Habersham Mini Storage

Training

- Neptune 360 (Seth Glaze, Sonya Tanner, Keith Ethridge, Lindsey Fitzgerald)

May Work Order Maintenance Cost



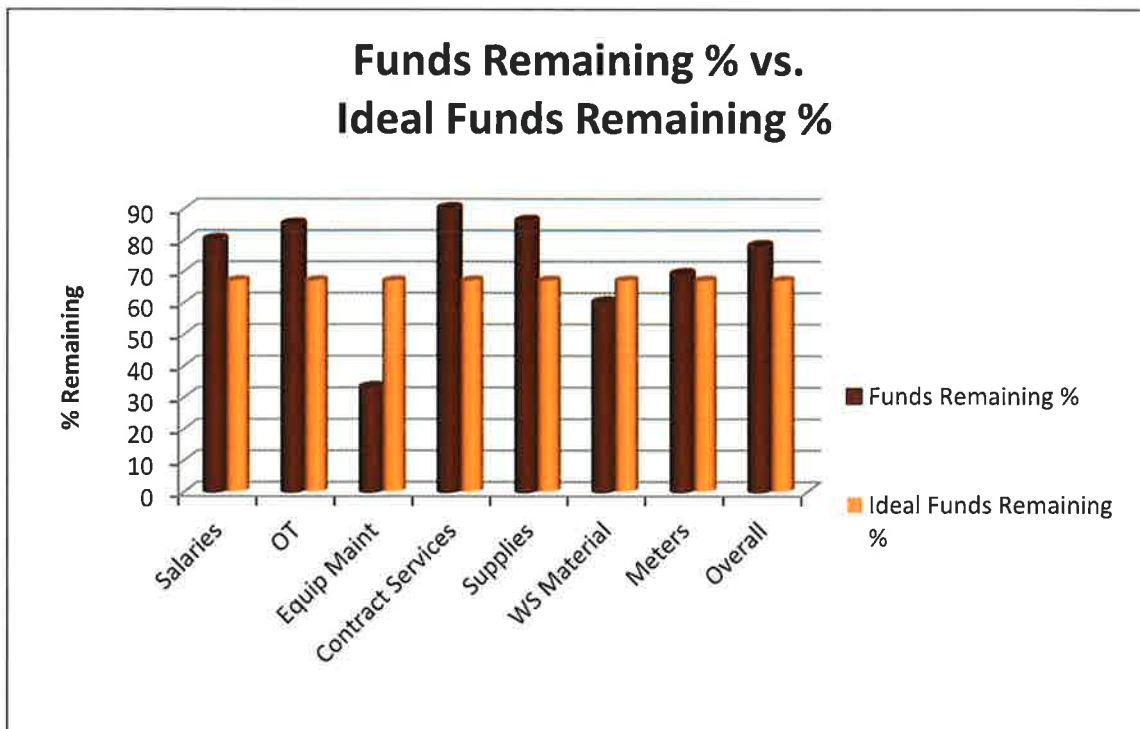
Water Sewer Work Order Summary

Meter and Billing Work orders	78
Water Breaks	4
Sewer Blocks	2
Water General	14
Sewer General	7
Potential Leaks Investigated	9

Work Order Status

Preventative Maintenance Work Orders	11
Predictive Maintenance Work Orders	0
Corrective Maintenance Work Orders	32
Back-log Work Orders	3

Large Variable Costs





May 27, 2020

May 2020 Monthly Training Report

Emergency Call Response

-65 calls responded to between May 1, 2020 and May 26, 2020

-514 total calls responded to from January 1, 2020- May 26, 2020

Monthly Training Hours

-314 combined training hours for all three shifts for May 1, 2020 – May 26, 2020

-1623 combined annual training hours for all personnel including paid, part-time, and volunteers.

-Regular monthly training will resume in June starting with the mandatory Monday night meeting, June 1st, 6PM.

-We have also applied for a FEMA Covid-19 Pandemic Public assistance grant, and if awarded we will be able to recuperate the expenses that were absorbed to prepare and stay safe during this pandemic. We hope to hear the awards for this funding in Mid-June.

Thank you for your ongoing support.

Assistant Chief

Shane Bentley



CORNELIA FIRE MARSHAL'S OFFICE

Po Box 785 Cornelia, GA 30531 706-778-4343

May 2020

Inspections

- I am walking through the new city buildings about twice a week now. Trying to catch anything that looks out of sorts and get it addressed. We have had water leaking into both buildings. The leak at city hall that caused the two rooms to flood and the leak in the training room at the fire station have been addressed. We have found another leak on the engine bay roof at the fire station that will need to be fixed.
- 6 buildings are under construction at Sierra Vista apartments as of right now. Sprinkler installation has begun. Pressure test are complete on buildings 1, 2 and 3. Fire caulking is complete on 1 and 2. They are calling for an inspection about twice a week now as construction moves forward. Work has also started on installing the new fire hydrants for the whole complex.
- The new W4 Express Car Wash is about 2-3 weeks out from opening.
- I was on vacation the week of the 18th.

Grants

- We have submitted the application for the AFG grant that has come out in response to Covid-19. We hope to have an approval answer sometime in June.
- The carport donated to us has now been moved to the training center for future use.

Covid-19

We have continued to spray city buildings and vehicles as needed. I also spent an afternoon spraying all the benches, tables, hand rails, etc. in downtown and sprayed the dog park. I also

plan to spray these at all the city parks and the playground equipment in June. This provides a protective coating that will help prevent virus life for up to 6 weeks.

CO's issued- 0

Inspections- 12

Violation Notices issued- 0

Meetings- 5

Plans Reviewed- 2

Investigations- 0

Lt. Josh Hazle
Cornelia Fire Dept.
Fire Marshal
706-778-8585 Ext: 284
706-949-8837Cell



FY 2020

CITY OF CORNELIA
 PERMIT REPORT BY PERMIT NUMBER

05/01/2020 TO 12/31/2020

<u>PERMIT NO</u>	<u>ADDRESS</u>	<u>STATUS</u>	<u>OWNER</u>	<u>TOTAL VALUE</u>
20190668	440 WOOD ST	Issued	Robert Biuchard	2,500.00
20190669	210 BROOKSIDE ST	Issued	MARTIN PARAMO	5,000.00
20190670	365 Habersham Hills Circle	Completed	PLANT FITNESS	40,000.00
20190671	365 HWY 441	Completed	Planet fitness	5,400.00
20190672	365 HWY 441	Completed	WCWV, LLC	21,000.00
20190673	365 HWY 441	Completed	WCWV, LLC	6,170.00
20190674	146 HABERSHAM HILLS	Completed	METRO PCS	2,000.00
20190675	188 HENDERSON ST	Issued	GLEND DONNA DANIELS	5,000.00
20190676	539 CHENOCETAH DR	Issued	Charlotte Meister	4,000.00
20190677	526 HOYT ST	Completed	Charles Orr	1,700.00
20190678	400 STONECYPHER ST	Issued	Sierra Vista Apartments	67,000.00
20190679	400 STONECYPHER ST	Issued	Sierra Vista Apartments	67,000.00
20190680	400 STONECYPHER ST	Issued	Sierra Vista Apartments	27,200.00
20190681	400 STONECYPHER ST	Issued	Sierra Vista Apartments	27,200.00
20190682	2160 Highway 441 suite 7	Issued	Mishima	18,000.00
20190683	2160 Highway 441 suite 7	Issued	Mishima	18,000.00
20190684	257 LINDA WY	Issued	Nolberto Zorvala	5,000.00
20190685	400 STONECYPHER ST	Issued	Sierra Vista Apartments	27,000.00
20190687	188 N MAIN ST-UNIT 2	Issued	IVESTER INVESTORS LLC	7,043.00
20190688	235 LAVISTA LANE	Issued	DIXON DANIEL M	8,697.00

TOTAL NUMBER OF PERMITS: 20
 TOTAL VALUATION: 364,910.00
 TOTAL FEES CHARGED: 6,361.00
 TOTAL FEES PAID: 6,281.00

Plan Reviews 25
Commercial inspections 61
Residential inspection 19
New Home Cos 2
New Commercial 1