1. See Attached Forms

Water	Utility:	Milburn Water District		
For th	e Month of:	January	Year:	2018
		TEM	CALL	ONS (Omit 000's)
LINE #	WATER PRODUC	ITEM CED, PURCHASED & DISTRIBUTED	GALLO	JNS (Office Good)
2	Water Produced	025,101(015)(025)		
3	Water Purchased			799,990
4	Trator randinasa	TOTAL PRODUCED AND PU	RCHASED	799,990
5				
6	WATER SALES			
7	Residential			483,620
8	Commercial			9,900
9	Industrial			
10	Bulk Loading Sta	tions		
11	Wholesale			
12	Other Sales		- 4	
40		TOTAL WAT	ED SALES	493,520 61.7%
13		TOTAL WAT	ER SALLS	433,320 01.77
14 15	OTHER WATER	USED		
16		ter Treatment Plant		14,000
17	Wastewater Plan			,
18	System Flushing			18,000
19	Fire Department			4,000
20	Other			
21		TOTAL OTHER WA	TER USED	36,000 4.5%
22				
23	WATER LOSS			
24	Tank Overflows			
25	Line Breaks			070 470
26	Line Leaks			270,470
27	Other		_	400 13. 14. 14
28		TOTAL I	LINE LOSS	270,470 33.89
29				
30	Note: Line 13 +	Line 21 + Line 28 Must Equal Line 4		
31				
32	WATER LOSS F			
33	Unaccounted-Fo	r Water (Line 28 divided by Line 4)		33.8%

			<b>–</b> , , , , , , , , , , , , , , , , , , ,	2212
or the	e Month of:	February	Year:	2018
INE #		ITEM		NS (Omit 000's)
1	WATER PRODUCE	D, PURCHASED & DISTRIBUTED	)	
2	Water Produced			
3	Water Purchased			746,680
4	P	TOTAL PRODUCED AND P	URCHASED	746,680
5				
6	WATER SALES			155.044
7	Residential			455,244
8	Commercial			9,355
9	Industrial			
10	Bulk Loading Station	ns		
11	Wholesale			
12	Other Sales		_	
13		TOTAL WA	TER SALES	464,599
14				
15	OTHER WATER US	SED		
16	Utility and/or Water	Treatment Plant		14,000
17	Wastewater Plant			15 / 13 / 15
18	System Flushing			19,000
19	Fire Department			6,000
20	Other			
21		TOTAL OTHER W	ATER USED	39,000
22	Line of the second seco			
23	WATER LOSS			
24	Tank Overflows			
25	Line Breaks			
26	Line Leaks			243,081
27	Other			
28		ΤΟΤΔΙ	LINE LOSS	243,081
29		TOTAL	EINE EGGG	
30	Note: Line 13 + Lin	ne 21 + Line 28 Must Equal Line 4		
31	NOTE. LINE 13 TEIN	ic 21 - Line 20 Must Equal Line 4		
31		RCENTAGE		

	· Utility:	Milburn Wate			
For th	e Month of:		March	Year:	2018
				241.0	NS (0: 000'-)
LINE #		UCED PURCHA	ITEM SED & DISTRIBU		NS (Omit 000's)
2	Water Produce				CONTRACTOR OF THE PARTY OF THE
3	Water Purchas				662,520
4	Trater r arenae		PRODUCED AN	PURCHASED	662,520
5					
6	WATER SALE	S			
7	Residential				387,527
8	Commercial				9,095
9	Industrial				
10	Bulk Loading S	tations			
11	Wholesale				
12	Other Sales				
13			TOTAL	WATER SALES	396,622 59
14					
15	OTHER WATE				
16		later Treatment P	Plant		14,000
17	Wastewater Pla				
18	System Flushir				18,000
19	Fire Departmen	nt			2,000
20	Other				
21			TOTAL OTHER	R WATER USED	34,000 5.
22					
23	WATER LOSS				
24	Tank Overflow	S			
25	Line Breaks				004 000
26	Line Leaks				231,898
27	Other				TRACE STATE
28			TO	TAL LINE LOSS	231,898 35
29					1
30	Note: Line 13	+ Line 21 + Line :	28 Must Equal Line	4	
31					
32	the second second second	PERCENTAGE			
33	Il Inaccounted	or Water (Line 2	8 divided by Line 4		35.0%

vvater	Othity.	Milburn vvater District		
For the	Month of:	April	Year:	2018
LINE#		ITEM	GALLO	ONS (Omit 000's)
1	WATER PRODUC	CED, PURCHASED & DISTRIBU	TED	
2	Water Produced			
3	Water Purchased			813,450
4		TOTAL PRODUCED AN	DPURCHASED	813,450
5				
6	WATER SALES			
7	Residential			392,495
8	Commercial			8,540
9	Industrial			
10	Bulk Loading Stat	tions		
11	Wholesale			
12	Other Sales		<del></del>	
13		TOTAL	WATER SALES	401,035 49.39
14				
15	OTHER WATER	USED		
16	Utility and/or Wat	ter Treatment Plant		14,000
17	Wastewater Plan	t		
18	System Flushing			19,000
19	Fire Department			10,000
20	Other			
21		TOTAL OTHER	R WATER USED	43,000 5.3%
22				
23	WATER LOSS			
24	Tank Overflows		D(B)	
25	Line Breaks			
26	Line Leaks			369,415
27	Other			
28		TO	TAL LINE LOSS	369,415 45.49
29				
30	Note: Line 13 + I	Line 21 + Line 28 Must Equal Line	4	
31		•		
32	WATER LOSS P	PERCENTAGE		
33	Unaccounted-For	r Water (Line 28 divided by Line 4		45.4%

WATER PRODUCED, PURCHASED & DISTRIBUTED	the Month of:	May	Year:	2018
WATER PRODUCED, PURCHASED & DISTRIBUTED	the Month of.	ividy	, оа	
WATER PRODUCED, PURCHASED & DISTRIBUTED	E #	ITEM	GALLO	NS (Omit 000's)
Water Produced   Water Purchased   927,				Bridge (B.) Declared and Association of the
Water Purchased   927,   927				
## TOTAL PRODUCED AND PURCHASED   927,   5   6   WATER SALES   Residential   Commercial   9,   Industrial   Bulk Loading Stations   Wholesale   Other Sales				927,130
Residential	The state of the s	TOTAL PRODUCED AND PURC	CHASED	927,130
Residential	5			
Commercial   Industrial   Bulk Loading Stations   Wholesale   Other Sales	WATER SALES			
Industrial   Bulk Loading Stations   Wholesale   Other Sales	Residential			442,320
Bulk Loading Stations   Wholesale   Other Sales	3 Commercial			9,282
Wholesale	Industrial			
Other Sales	0 Bulk Loading Stati	ns		
TOTAL WATER SALES 451,  14 15 OTHER WATER USED  16 Utility and/or Water Treatment Plant				
OTHER WATER USED  Utility and/or Water Treatment Plant  Wastewater Plant  System Flushing  Fire Department  Other  TOTAL OTHER WATER USED  WATER LOSS  Tank Overflows Line Breaks Line Leaks Other  TOTAL LINE LOSS  TOTAL LINE LOSS  436,	2 Other Sales			
OTHER WATER USED  Utility and/or Water Treatment Plant  Wastewater Plant  System Flushing  Fire Department Other  TOTAL OTHER WATER USED  WATER LOSS  Tank Overflows Line Breaks Line Leaks Other  TOTAL LINE LOSS  TOTAL LINE LOSS  436,	2	TOTAL WATER	RSALES	451,602
OTHER WATER USED  Utility and/or Water Treatment Plant  Wastewater Plant  System Flushing  Fire Department  Other  TOTAL OTHER WATER USED  WATER LOSS  Tank Overflows Line Breaks Line Leaks Other  TOTAL LINE LOSS  TOTAL LINE LOSS  TOTAL LINE LOSS  436,		TOTAL WATER	COVIETO	
Utility and/or Water Treatment Plant Wastewater Plant System Flushing 19, Fire Department Other  TOTAL OTHER WATER USED 39,  WATER LOSS Tank Overflows Line Breaks Line Leaks Other  TOTAL LINE LOSS  TOTAL LINE LOSS  TOTAL LINE LOSS 436,		SED		
17       Wastewater Plant       19,         18       System Flushing       19,         19       Fire Department       6,         20       Other       39,         21       TOTAL OTHER WATER USED       39,         22       WATER LOSS       23         24       Tank Overflows       Line Breaks         25       Line Breaks       436,         26       Line Leaks       436,         27       Other       TOTAL LINE LOSS				14,000
Fire Department Other  TOTAL OTHER WATER USED 39,  WATER LOSS  Tank Overflows Line Breaks Line Leaks Other  TOTAL LINE LOSS 436,				
Z0         Other           21         TOTAL OTHER WATER USED           22         WATER LOSS           24         Tank Overflows           25         Line Breaks           26         Line Leaks           27         Other           28         TOTAL LINE LOSS	8 System Flushing			19,000
21	9 Fire Department			6,000
22 23	0 Other			
23 WATER LOSS  24 Tank Overflows  25 Line Breaks  26 Line Leaks  27 Other  28 TOTAL LINE LOSS  436,	21	TOTAL OTHER WATE	R USED	39,000
Tank Overflows Line Breaks Line Leaks Other  TOTAL LINE LOSS  Tank Overflows  436,	2			
25 Line Breaks 26 Line Leaks 27 Other  TOTAL LINE LOSS 436,				
26 Line Leaks 436, 27 Other TOTAL LINE LOSS 436,				
27 Other				
28 TOTAL LINE LOSS 436,				436,528
	7 Other			
20	28	TOTAL LIF	NE LOSS	436,528
29	29			
30 Note: Line 13 + Line 21 + Line 28 Must Equal Line 4		e 21 + Line 28 Must Equal Line 4		
31				

		luna	Voor	2018
For the Month	of:	June	Year:	2018
LINE#		ITEM	GALL	ONS (Omit 000's)
	PRODUCED PL	IRCHASED & DISTRIBU		ALON CHILIDAY AND
2 Water P		MOTINOED & DIOTHIDO	125	
	urchased			838,990
4		TOTAL PRODUCED AN	D PURCHASED	838,990
5				
6 WATER	SALES			
7 Residen				555,937
8 Commer				9,898
9 Industria	ıl			
10 Bulk Loa	ading Stations			
11 Wholesa				
12 Other Sa	ales			
13		TOTAL	WATER SALES	565.835 67
14				
	WATER USED			
A CONTRACT OF THE PARTY OF THE	d/or Water Treat	ment Plant		14,000
	ater Plant			
18 System	Flushing			19,000
19 Fire Dep	partment			7,000
20 Other	-			
21		TOTAL OTHER	R WATER USED	40,000 4.
22				
23 WATER	LOSS			
24 Tank Ov	verflows			
25 Line Bre	aks			
26 Line Lea	aks			233,155
27 Other				
28		то	TAL LINE LOSS	233,155 2
29				
	ine 13 + Line 21 -	+ Line 28 Must Equal Line	4	
31				
	LOSS PERCEN	TAGE		
33 Unacco	unted-For Water	(Line 28 divided by Line 4	4)	27.8%

NE#	ITEM GAL	LONS (Omit 000's)
	ODUCED, PURCHASED & DISTRIBUTED	
2 Water Prod		
3 Water Purch		796,320
4	TOTAL PRODUCED AND PURCHASED	796,320
5		
6 WATER SA	LES	507.000
7 Residential		537,300
8 Commercia	Y ST	9,650
9 Industrial		
10 Bulk Loadin	g Stations	
11 Wholesale		
12 Other Sales		
13	TOTAL WATER SALES	546,950
14		
15 OTHER WA	ATER USED	
16 Utility and/o	r Water Treatment Plant	14,000
17 Wastewate	Plant	
18 System Flu	shing	18,000
19 Fire Depart	ment	15,000
20 Other		3.7
21	TOTAL OTHER WATER USED	47,000
22		
23 WATER LC		
24 Tank Overf		
25 Line Breaks		
26 Line Leaks		202,370
27 Other		
28	TOTAL LINE LOSS	202,370
29		
	13 + Line 21 + Line 28 Must Equal Line 4	

For th	e Month of:	August	Year: 2018	3
OI til	e Month of.	August		7
LINE	*	ITEM	GALLONS (Omit 000's)	19
1		JRCHASED & DISTRIBUTED		
2	Water Produced			
3	Water Purchased		861,510	
4		TOTAL PRODUCED AND PURCH	ASED 861,510	
5				
6	WATER SALES			-
7	Residential		647,080	
8	Commercial		10,920	
9	Industrial			1
10	Bulk Loading Stations			1
11	Wholesale			1
12	Other Sales			
13		TOTAL WATER S	ALES 658,000	76.4
14				
15	OTHER WATER USED			_
16	Utility and/or Water Treat	ment Plant	14,000	
17	Wastewater Plant			
18	System Flushing		19,000	
19	Fire Department		12,000	
20	Other			
21		TOTAL OTHER WATER	USED 45,000	5.29
22				
23	WATER LOSS			_
24	Tank Overflows			
25	Line Breaks			
26	Line Leaks		158,510	
27	Other			
28		TOTAL LINE	LOSS 158,510	18.4
29				_
30	Note: Line 13 + Line 21	+ Line 28 Must Equal Line 4		
31				
32	WATER LOSS PERCEN	TAGE		
33	Unaccounted-For Water	(Line 28 divided by Line 4)	18.4%	6
				-

ne Month of:	September	Year:	2018
ie Month of.	Оерієпівеі	Tour	2010
#	ITEM	GALLO	NS (Omit 000's)
	UCED, PURCHASED & DISTRIBUTED		
Water Produce Water Purchase			896,750
vvater Purchasi	TOTAL PRODUCED AND PURC	HASED	896,750
	TOTAL FRODUCED AND FORCE	IIAOLD	0,00,100
WATER SALES	S		
Residential			583,145
Commercial			10,243
Industrial			
Bulk Loading S	tations		
Wholesale			
Other Sales			
	TOTAL WATER	SALES	593,388
OTHER WATE	R USED		
	ater Treatment Plant		14,000
Wastewater Pla			
System Flushin			19,000
Fire Departmen	nt		6,000
Other			
	TOTAL OTHER WATE	R USED	39,000
WATER LOSS			
Tank Overflows	S		
Line Breaks			004.000
Line Leaks			264,362
Other			
	TOTAL LIN	E LOSS	264,362
<u> </u>			
Note: Line 13	+ Line 21 + Line 28 Must Equal Line 4		

r th	e Month of: October	Year:	2018
1 111	e Worth of.		2010
NE F	# ITEM	GALLO	NS (Omit 000's)
1	WATER PRODUCED, PURCHASED & DISTRIBUTED		
2	Water Produced		7-184
3	Water Purchased		882,340
4	TOTAL PRODUCED AND PU	RCHASED	882,340
5			
6	WATER SALES		
7	Residential		482,793
8	Commercial		10,067
9	Industrial		
10	Bulk Loading Stations		
11	Wholesale		
12	Other Sales	_	
13	TOTAL WAT	ER SALES	492,860 55
14			
15	OTHER WATER USED		
16	Utility and/or Water Treatment Plant		14,000
17	Wastewater Plant		
18	System Flushing		19,000
19	Fire Department		12,000
20	Other		
21	TOTAL OTHER WA	TER USED	45,000 5.
22			
23	WATER LOSS		
24	Tank Overflows		
25	Line Breaks		
26	Line Leaks		344,480
27	Other		
28	TOTAL	LINE LOSS	344,480
29			
30	Note: Line 13 + Line 21 + Line 28 Must Equal Line 4		
31			
32	WATER LOSS PERCENTAGE		

For th	ne Month of:	November	Year:	2018
For tr	ie Month of:	November	rear.	2016
LINE		ITEM		ONS (Omit 000's)
1		PURCHASED & DISTRIBUTE	D	
2	Water Produced			
3	Water Purchased			774,080
4		TOTAL PRODUCED AND F	PURCHASED	774,080
5	TANKS AND DESCRIPTION OF THE PARTY.			
6	WATER SALES			
7	Residential			438,841
8	Commercial			8,200
9	Industrial			
10	Bulk Loading Stations			
11	Wholesale			
12	Other Sales			
13		TOTAL WA	ATER SALES	447,041 57.8
14				
15	OTHER WATER USED			
16	Utility and/or Water Trea	atment Plant		14,000
17	Wastewater Plant			
18	System Flushing			19,000
19	Fire Department			10,000
20	Other			
21		TOTAL OTHER W	ATER USED	43,000 5.6%
22				
23	WATER LOSS			
24	Tank Overflows			
25	Line Breaks			
26	Line Leaks			284,039
27	Other			
28		TOTA	L LINE LOSS	284,039 36.7
29				
30	Note: Line 13 + Line 21	1 + Line 28 Must Equal Line 4		
31				
32	WATER LOSS PERCE	NTAGE		
33		er (Line 28 divided by Line 4)		36.7%

or the Month	of:	December	Year:	2018
				20.0
NE#		ITEM	GALLO	ONS (Omit 000's)
	PRODUCED, I	PURCHASED & DISTRIBUT		
2 Water Pr				
3 Water Pu	ırchased			923,930
4		TOTAL PRODUCED AND	PURCHASED	923,930
5				
6 WATER	SALES			
7 Resident	ial			451,335
8 Commer				13,970
9 Industria				
	ding Stations			
11 Wholesa				6 - 6
12 Other Sa	les			
13		TOTAL W	ATER SALES	465,305 5
14				
15 OTHER	WATER USED			
16 Utility an	d/or Water Trea	atment Plant		11,000
17 Wastewa	iter Plant			9 17053
18 System F	lushing			19,000
19 Fire Dep	artment			5,000
20 Other	-			
21		TOTAL OTHER	WATER USED	35,000 3
22				
23 WATER	LOSS			
24 Tank Ov	erflows			
25 Line Brea	aks			
26 Line Lea	ks			423,625
27 Other	-			
28		тот	AL LINE LOSS	423,625
29				
	ne 13 + Line 21	+ Line 28 Must Equal Line 4	k.	
31				
32 WATER	LOSS PERCE	NTAGE		

For the Month of:  January  Year:  ITEM  WATER PRODUCED, PURCHASED & DISTRIBUTED	2019 GALLONS (Omit 000's)
1 WATER PRODUCED, PURCHASED & DISTRIBUTED	
1 WATER PRODUCED, PURCHASED & DISTRIBUTED	
	047.240
2 Water Produced	047 040
3 Water Purchased	847,310
4 TOTAL PRODUCED AND PURCHASED	847,310
5	
6 WATER SALES	
7 Residential	618,756
8 Commercial	13,536
9 Industrial	
10 Bulk Loading Stations	
11 Wholesale	-
12 Other Sales	
13 TOTAL WATER SALES	632,292 74
14 15 <b>OTHER WATER USED</b>	
15 OTHER WATER USED  16 Utility and/or Water Treatment Plant	12,000
17 Wastewater Plant	12,000
18 System Flushing	17,000
19 Fire Department	3,000
20 Other	
21 TOTAL OTHER WATER USED	32,000 3.
22	
23 WATER LOSS	
24 Tank Overflows	
25 Line Breaks	
26 Line Leaks	183,018
27 Other	
28 TOTAL LINE LOSS	183,018 21
29	
30 Note: Line 13 + Line 21 + Line 28 Must Equal Line 4	
31	
32 WATER LOSS PERCENTAGE 33 Unaccounted-For Water (Line 28 divided by Line 4)	21.6%

the Month of:	February Year:	2019		
E#	ITEM GAL	LONS (Omit 000's)		
	UCED, PURCHASED & DISTRIBUTED	LONS (OIIII 000 S)		
Water Produce				
Water Purchase		906,360		
. Trater i di cildo	TOTAL PRODUCED AND PURCHASED	906.360		
	TOTAL TRODUCED AND TORONACED			
WATER SALES	1			
Residential		495,398		
Commercial		14,694		
Industrial		, ,,,,,,		
Bulk Loading S	rations			
1 Wholesale				
2 Other Sales				
3	TOTAL WATER SALES			
4				
OTHER WATE	RUSED			
6 Utility and/or W	ater Treatment Plant	13,000		
7 Wastewater Pla				
8 System Flushin	g	15,000		
9 Fire Departmen		3,000		
0 Other				
1	TOTAL OTHER WATER USED	31,000		
2				
WATER LOSS				
4 Tank Overflows 5 Line Breaks				
6 Line Leaks		365,268		
7 Other		303,200		
Other				
1	TOTAL LINE LOSS	365,268		
8				

Wate	r Utility: Mi	Iburn Water District			
For th	ne Month of:	March	Year:	2019	
LINE	#	ITEM	GALLO	ONS (Omit 000's)	
1	WATER PRODUCED	, PURCHASED & DISTRIBUTED			2
2	Water Produced			3 18 5 M 18 3	
3	Water Purchased			810,610	
4		TOTAL PRODUCED AND PU	IRCHASED	810,610	
5					
6	WATER SALES				
7	Residential			369,746	
8	Commercial			12,530	
9	Industrial				
10	Bulk Loading Stations				
11	Wholesale				
12	Other Sales		_		
13		TOTAL WAT	ED SALES	382.276	47.2%
14		TOTAL WAT	EN OALLO	302,210	71.27
15	OTHER WATER USE	D			
16	Utility and/or Water Tr			16,000	
17	Wastewater Plant				
18	System Flushing			18,000	
19	Fire Department			5,000	
20	Other				
21		TOTAL OTHER WA	TER USED	39,000	4.8%
22					
23	WATER LOSS				
24	Tank Overflows				
25	Line Breaks				
26	Line Leaks			389,334	
27	Other		_		
28		TOTAL	LINE LOSS	389,334	48.09
29					
30	Note: Line 13 + Line 2	21 + Line 28 Must Equal Line 4			
31					
32	WATER LOSS PERC				
33	Unaccounted-For Wat	ter (Line 28 divided by Line 4)		48.0%	

- 2.
- A. The Operator has a record of all breaks and figures by line size, pressure, size of crack and estimated time of leak or flushed to figure water loss or flush.
- B. Glynn Goldsmith Operator
- C. The district tries to repair leaks as soon as they are reported. We only report leaks we have found, flushed, used by fire department or tank over flows.

3. Yes See attached form

#### 1. Water Loss Detection Procedures

- A. On a routine basis, as system operations permit, the Operator will check zones during a time when customer usage is minimal. If needed field personnel will go valve-to-valve (and often meter-to-meter) with listening devices to detect abnormal flows without affecting customer service. Personnel will perform leak detection in those areas with the highest known water loss, based on routine data collection and analysis.
- B. Outside consultants such as Kentucky Rural Water Association, contract engineers or industry specialists are utilized as circumstances dictate.

4. Yes, Explained in #3

5. We have just started our water loss reduction plan this year. We have been in touch with KRWA and they are helping us try to get a control on water leaks.

6. Milburn Does not have a Capital improvement plan at this time.

7. We do not have an engineering firm.

8. See Attached form.

#### PREVENTATIVE MAINTENANCE PROGRAM

The purpose of Milburn Water District's preventative maintenance program is twofold: 1) to ensure that equipment is properly functioning so that it meets or exceeds its expected service life; and 2) to identify maintenance trends that consume a great deal of the operator's time. This is done to reduce long-term operational costs and improve system reliability. Without a sound preventative maintenance program, labor costs for lost water production time due to unscheduled equipment breakdowns will be incurred, damages to equipment can be much more severe and negative treatment processes and/or regulatory ramifications will be unacceptable to customers and costly to the utility. Therefore, three levels of maintenance activities will be performed. These are predictive, preventive and breakdown maintenance.

#### **Predictive Maintenance**

The goal of predictive maintenance is to identify potential equipment failure before a breakdown occurs. This level of maintenance relies upon testing equipment performance and analyzing operational trends. Testing may include such items as oil analysis, to determine optimal oil replacement frequency, infrared analysis, to ensure that electrical connections are sound and that there are no imminent electric failures about to occur and vibration analysis, to ensure that equipment is properly aligned and that bearing wear is identified well before failure occurs.

#### Preventive Maintenance

The primary goal of preventive maintenance is to prevent the failure of pumps and equipment before it actually occurs. It is designed to preserve and enhance equipment reliability by replacing worn components before they actually fail. Preventive maintenance activities include exercising valves and fire hydrants; performing equipment and tank inspections; partial or complete overhauls at regular specified periods; oil changes; lubrication; etc. In addition, operators can record equipment deterioration so they know to replace or repair worn parts before they cause system failure.

#### Breakdown Maintenance

This is maintenance that must be performed because of unexpected equipment failure and is the most disruptive and costly type of maintenance. Even under the best preventative maintenance program, some breakdown maintenance will occur. Each of these events provides a learning opportunity to improve upon existing preventative maintenance programs. The operator should evaluate every equipment breakdown situation to determine the cause, and determine what measures could have been taken to prevent the occurrence. The lessons learned should then be added to the preventative maintenance program. Building these written feedback loops into the preventative maintenance program will yield significant returns.

The Superintendent in conjunction with certified operators is responsible for implementing the preventative maintenance program. The water treatment and distribution operators are responsible for performing the maintenance and recordkeeping. Inspection forms and maintenance schedules are located in the Appendices. However a generalized list of maintenance measures follows:

- ✓ Altitude control valves (ACV) are critical to controlling system hydraulics and maintaining consistent customer service. ACVs should undergo visual and functional inspections and undergo annual maintenance as recommended in the manufacturer manual.
  - 1. Monthly visual inspection to locate leaks and external damages;
  - Quarterly functional inspection including: closing, opening and regulation of the ACV and by-pass; and
  - 3. Annual maintenance including internal component inspection.
- ✓ Records will be retained at Curtsinger Duncan Financial Service Offices. These records are to include the following:
  - Troubleshooting charts or guides which reference pages in manufacturers' service manual;
  - 2. Inventory for each type of equipment to include; numbering system, catalog, nameplate data cards, and maintenance record cards;
  - 3. Manufacturers' maintenance schedule for routine service.
- ✓ Hydrants and valves will be inspected/exercised in concert with flushing program.
- ✓ Storage tanks inspected annually by Milburn Water District's staff and professionally inspected every five years. The annual inspection form is in **Appendix E**.
- ✓ Line breaks can occur at anytime; therefore parts, materials and sample bottles are onhand or readily available to repair water line of all sizes. Regulatory compliance and recordkeeping requirements are in **Appendix F**.

9. Glynn Goldsmith is our Operator. He is responsible for all repairs, reading meters, and monthly reports.