

City of Genoa

Department of Public Works



Streets & Forestry
Wastewater Treatment & Collection
Water Supply, Distribution & Metering

100 Madison Street
Genoa Illinois, 60135

www.genoa-il.com

CITY OF GENOA

DEPARTMENT OF PUBLIC WORKS

THE SERVICES AND PROJECTS THAT ARE PROVIDED BY THE PUBLIC WORKS DEPARTMENT ARE NECESSARY TO PROMOTE PUBLIC HEALTH, PERSONAL SAFETY, MOBILITY, ECONOMIC GROWTH, AND CIVIC PRIDE TO OUR RESIDENTS, BUSINESSES, AND VISITORS. AS PUBLIC WORKS PROFESSIONALS, OUR COMMITMENT TO THE CITY IS TO PROVIDE SERVICES AND PERFORM PROJECTS IN A SAFE, COST EFFECTIVE, AND PROFESSIONAL MANNER THAT ACHIEVES EXCELLENCE THROUGH OUR EMPLOYEES. THIS PROCESS LINKS THE CITY'S STRATEGIC PRINCIPLES TO THE PUBLIC WORKS PLANNING PROCESS THAT HELPS GUIDE US TO ACHIEVE CUSTOMER SATISFACTION.

THE PUBLIC WORKS DIRECTOR OVERSEES ALL ASPECTS OF THE PUBLIC WORKS DEPARTMENT. THE DIRECTOR IS RESPONSIBLE FOR IMPLEMENTING THE CITY'S GOALS AND OBJECTIVES, WHILE PROVIDING GUIDANCE TO THE SUPERVISORS TO ENSURE THE ACTIVITIES IN THEIR DIVISIONS ARE MEETING THE CITY'S EXPECTATIONS. THE DIRECTOR IS RESPONSIBLE FOR MAKING CERTAIN THAT THE CITY'S WATER, SEWER, STORM WATER, AND ROAD SYSTEMS ARE MAINTAINED AND OPERATED IN COMPLIANCE WITH THE CITY, STATE, AND FEDERAL LAWS. THE DIRECTOR IS ALSO RESPONSIBLE FOR THE PUBLIC WORKS DEPARTMENT ADHERING TO CITY POLICIES AND PROCEDURES TO ENSURE SAFE WORK PRACTICES AND A HEALTHY WORK ENVIRONMENT FOR THE EMPLOYEES. THE DIRECTOR WORKS WITH THE OTHER CITY DEPARTMENTS ON A REGULAR BASIS TO ADDRESS ISSUES CONCERNING THE CITY AND TO PREPARE THE ANNUAL BUDGET. HE ALSO WORKS WITH THE CITY'S CONSULTING ENGINEERS AND ATTORNEYS ON MATTERS CONCERNING INFRASTRUCTURE IMPROVEMENTS, LAND DEVELOPMENT AND COMPLIANCE ISSUES. HE IS RESPONSIBLE FOR MANAGING THE MAINTENANCE OF ALL CITY OWNED FACILITIES AND THE MUNICIPAL CENTER.

THE FULL-TIME EMPLOYEES ARE CROSS-TRAINED IN ALL DIVISIONS TO DEVELOP KNOWLEDGE AND EXPERIENCE WITHIN THE DEPARTMENT. EMPLOYEES ARE FIRST CROSS-TRAINED TO PERFORM DUTIES THAT ARE REQUIRED ON WEEKENDS, HOLIDAYS, AND FOR EMERGENCY CALL-OUTS. THEY CONTINUE TO CROSS-TRAIN TO DEVELOP SKILLS TO PERFORM OTHER DUTIES THAT ARE ESSENTIAL TO MAINTAIN A FLEXIBLE WORKFORCE WITHIN THE DEPARTMENT. THE PUBLIC WORKS DEPARTMENT HIRES PART-TIME AND SEASONAL WORKERS TO HELP MAINTAIN CITY SERVICES, SUCH AS SNOW PLOWING, MOWING, BRUSH PICKUP, AND BUILDING MAINTENANCE.

STREETS AND FORESTRY DIVISION:

THE STREET & FORESTRY DIVISION SUPERVISOR OVERSEES THE OPERATION, MAINTENANCE, AND REPAIRS TO ALL PUBLIC STREETS, ALLEYS, SIDEWALKS, PARKWAY TREES, STORM SEWERS, DETENTION BASINS, DOWNTOWN TRAFFIC SIGNALS, DOWNTOWN STREET LIGHTING & BANNERS, PEDESTRIAN BRIDGE, CITIZENS PARK, AND PUBLIC OPEN SPACES THROUGHOUT THE CITY AND ALONG THE KISHWAUKEE RIVER. THE STREET DIVISION MAINTAINS THE CITY STREETS, DRAINAGE DITCHES, CULVERTS, ALLEYS, PAVEMENT TRAFFIC MARKINGS, TRAFFIC CONTROL SIGNAGE, AND TRAFFIC SIGNALS. THEY ALSO PERFORM SNOW REMOVAL, ICE CONTROL, STREET SWEEPING, TREE TRIMMING, BRUSH PICKUP, GROUNDS RESTORATION, WEED CONTROL, AND MOWING.

STREET DIVISION:

THE CITY MAINTAINS 47 LANE MILES OF ROADS, AND EXCEPT FOR S. GENOA STREET, ALL STREETS ARE CONSTRUCTED OF ASPHALT PAVEMENT.

THE STORM WATER DRAINS OFF THE STREET EITHER THROUGH CURB INLETS OR ROADSIDE DRAINAGE DITCHES. THE ALLEYS THAT RUN EAST/WEST ALONG ROUTE 72 ARE CONSTRUCTED OF ASPHALT PAVEMENT AND MOST OTHER ALLEYS ARE GRAVEL. THE MAINTENANCE TO THE STREETS, ALLEYS, AND STORM WATER COLLECTION SYSTEM IS PERFORMED YEAR ROUND. STREET SWEEPING IS DONE PRIMARILY DURING THE WARMER MONTHS TO REMOVE DEBRIS FROM CURB INLETS TO REDUCE SURFACE FLOODING.

FORESTRY DIVISION:

THE CITY MAINTAINS OVER 2,000 TREES THAT ARE LOCATED IN THE PARKWAYS ALONG THE STREETS THROUGHOUT THE COMMUNITY AND CITY PARKS AND OPEN SPACE. THESE TREES CREATE THE CITY'S URBAN FOREST THAT PROVIDES MANY BENEFITS TO THE RESIDENTS. THE FORESTRY DIVISION PERFORMS CITYWIDE TREE TRIMMING, BRUSH PICKUP, AND MOWING OPERATIONS. THIS DIVISION MAINTAINS THE PEDESTRIAN BRIDGE & PATHWAY ALONG WITH THE PARK PAVILION LOCATED AT CITIZENS PARK.

SEWER COLLECTION AND TREATMENT DIVISION:

THE DIVISION SUPERVISOR OVERSEES THE OPERATION, MAINTENANCE, AND REPAIRS TO ALL PUBLIC SANITARY COLLECTION SEWER MAINS AND APPURTENANCES, INCLUDING, THE REPLACEMENT, CLEANING AND INSPECTIONS OF SEWER MAINS AND MANHOLES. THE SEWER DIVISION ALSO OPERATES AND MAINTAINS THE CITY'S WASTEWATER TREATMENT PLANT, EXCESS FLOW HOLDING POND, AND THREE LIFT STATIONS.

SEWER COLLECTION:

THE SEWER COLLECTION SYSTEM IS A NETWORK OF DIFFERENT SIZE SEWER MAINS AND LIFT STATIONS THAT RECEIVES THE SEWAGE FROM A SERVICE CONNECTION THAT IS MAINTAINED BY THE PROPERTY OWNER. THE CITY MAINTAINS AN ESTIMATED 24 MILES OF SANITARY SEWER MAINS, ALONG WITH SEWER MANHOLES. SEWER FLUSHING IS PERFORMED TO REMOVE ANY OBSTRUCTIONS THAT MAY CAUSE A BLOCKAGE IN THE SEWER PIPE. SEWER MAINS AND MANHOLE STRUCTURES ARE REPAIRED OR REPLACED TO REDUCE WATER INFILTRATION FROM ENTERING THE SEWER SYSTEM CREATING ADDITIONAL FLOW CAPACITY AT THE WASTEWATER TREATMENT PLANT



WASTEWATER TREATMENT:

THE CITY TREATS ON AVERAGE 0.67 MILLION GALLONS PER DAY (245 MGY) OF WASTEWATER. SEVERAL TYPES OF SAMPLES ARE COLLECTED AND TESTED TO MEET THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY'S REQUIRED DISCHARGE PERMIT. PROCESS CONTROL TESTING IS ALSO PERFORMED TO DETERMINE THE PLANT'S EFFICIENCY. THE WASTEWATER TREATMENT PLANT WAS BUILT IN 1976. PREVENTIVE MAINTENANCE IS PERFORMED TO ENSURE PROPER OPERATION AND TO REDUCE REPAIR COST TO THE FACILITY AND EQUIPMENT.



WATER SUPPLY, DISTRIBUTION & METERING DIVISION:

THE WATER DIVISION SUPERVISOR OVERSEES THE OPERATION, MAINTAINS AND PROVIDES REPAIRS TO ALL PUBLIC WATER DISTRIBUTION MAINS, VALVES, WATER SERVICE LINES, B-BOXES, FIRE HYDRANTS, AND APPURTENANCES, INCLUDING, REPLACEMENTS, INSPECTIONS, AND SAMPLING OF THE WATER DISTRIBUTION SYSTEM. THE WATER DIVISION ALSO OPERATES AND MAINTAINS THE CITY'S THREE WATER-PUMPING WELLS, THE IRON REMOVAL TREATMENT PLANT, TWO ELEVATED STORAGE TANKS, AND PERFORMS CITYWIDE METER READING. STAFF ALSO RESPONDS TO JULIE LOCATES FOR EXCAVATION WORK WITHIN THE CITY LIMITS AND CONDUCTS WATER & SEWER LINE INSPECTIONS.

WATER SUPPLY:

THE CITY PUMPS ON AVERAGE 0.55 MILLION GALLONS OF WATER A DAY (200 MGY). THE WATER IS TREATED WITH CHLORINE AND FLUORIDE TO ENSURE COMPLIANCE WITH THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY AND THE PUBLIC HEALTH DEPARTMENT. THE CITY ALSO ADDS POLYPHOSPHATE TO THE WATER TO HELP WITH IRON DEPOSITS IN THE DISTRIBUTION SYSTEM. SAMPLING AND TESTING IS PERFORMED AT EACH OF THE WATERWORKS FACILITIES AND THROUGHOUT THE CITY'S WATER DISTRIBUTION SYSTEM. PREVENTIVE MAINTENANCE IS PERFORMED TO ENSURE PROPER OPERATION AND TO REDUCE REPAIR COST TO THE FACILITY AND EQUIPMENT.

WATER DISTRIBUTION:

WATER PRESSURE IS MAINTAINED THROUGHOUT THE WATER DISTRIBUTION SYSTEM FROM TWO ELEVATED STORAGE TANKS THAT HAVE A COMBINED STORAGE CAPACITY OF 550,000 GALLONS. THE CITY MAINTAINS AN ESTIMATED 31 MILES OF WATER DISTRIBUTION MAINS AND 1800 SERVICE LINES WITH B-BOXES. THE B-BOX PROVIDES THE ACCESS TO THE WATER SHUTOFF VALVE TO EACH PROPERTY'S WATER SERVICE LINE. THE WATER DIVISION MAINTAINS ALL FIRE HYDRANTS AND ISOLATION VALVES THROUGHOUT THE WATER DISTRIBUTION SYSTEM. HYDRANT FLUSHING IS PERFORMED TO ENHANCE THE QUALITY OF WATER BY REMOVING ANY SEDIMENT THAT MAY BE PRESENT IN THE WATER MAINS. VALVE EXERCISING AND HYDRANT MAINTENANCE IS PERFORMED THROUGHOUT THE WATER DISTRIBUTION SYSTEM TO ENSURE PROPER OPERATION.

METERING AND UTILITY BILLING:

THE CITY MAINTAINS OVER 2000 WATER METERS THROUGHOUT THE COMMUNITY AND THE UTILITY BILLS ARE MAILED TO THE CUSTOMERS ON A MONTHLY BASIS. THE CITY'S METER PROGRAM IS DESIGNED TO REPLACE OLDER METERS TO ENSURE THAT THE USAGE CHARGE IS ACCURATE AND THE METER IS REGISTERING CORRECTLY. METERS ARE REPLACED EVERY 10–15 YEARS.



VEHICLE FLEET MAINTENANCE:

EACH DIVISION COORDINATES THE ROUTINE MAINTENANCE AND REPAIRS TO THEIR VEHICLE FLEET AND ALL MAJOR SPECIALIZED UNITS OF EQUIPMENT. EACH DIVISION PROVIDES TECHNICAL ASSISTANCE IN PREPARING AND EVALUATING SPECIFICATIONS FOR NEW VEHICLES AND EQUIPMENT. DURING THE WINTER MONTHS THE SNOWPLOWING EQUIPMENT IS A HIGH PRIORITY AND THE TRUCKS NEED TO BE READY AT ALL TIMES TO PERFORM SNOW & ICE CONTROL OPERATIONS.

