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May 30, 2009

James Teeter  
City of Windom  
PO Box 38  
Windom KS 67491

Dear James;

It was good to meet with you concerning the operator in training program. We discussed several things related to the operations in Windom.

**Daily chlorine residuals:** As you know you are required to monitor chlorine residuals daily and record the results. These records must be kept on file for ten years for KDHE inspections. Your daily residuals have been averaging 1-1.5 mg/l free chlorine.

**Bacteriological sampling:** Every public water supply system must develop and maintain a sampling site plan for collecting routine bacteriological samples. You must collect two monthly samples that are negative for bacteria in order to remain in compliance with KDHE. We reviewed your sample results and they were all negative.

**Valve and hydrant maintenance:** Every water system should develop a plan for maintenance of fire hydrants and valves. You have been exercising your valves and hydrants. You recently repaired one damaged valve riser.

**Water tank maintenance:** All water storage facilities should be drained, cleaned and inspected periodically at least every other year. Tank coatings must be maintained in order to protect the metal surfaces from rust damage. Your tank was just inspected and had some spot repairs made.

Please call if I can be of any other assistance.

Sincerely,

Jon Steele  
Circuit Rider

C: Vickie Wessel, KDHE