

Administrative Report

September 24, 2021 to October 7, 2021

Administration

1. Boat docks are available at the Hot Water Hole for \$110.00 until November 1st
2. The splash pad is now closed
3. Trick-or-Treat will be on Sunday, October 31st from 4PM-6PM

Engineering Department

1. Department Projects:
 - a. Zoning Permits//311 updates //Code Enforcement//Planning Commission Meeting Schedule// //Organizing Maps & Plans// //Street Projects//Eaglebrooke Subdivision//Bryson Park Restroom//Demolition House Livingston St
2. Zoning Permits:
 - a. 1914 Havemann Rd-commercial bldg.
 - b. 128 W. Market St.-sign
 - c. 1121 Canterbury Dr-fence
 - d. 2319 Eaglebrooke Circle-new home
 - e. 2415 Eaglebrooke Pkwy- new home
3. Plumbing Permits/Inspections (1)
4. Code Enforcement:
 - a. Removal of signs in right-of-way
 - b. 210 S Mill St- grass
 - c. 713 Mackinaw-junk
 - d. 310 W Fayette St-junk
 - e. 107 Portland St-weeds
 - f. 122 N Leblond St-junk/weeds
5. Planning Commission:
 - a. Meeting scheduled for October 21, 2021 to hear cases from Celina City Schools for a greenhouse, 815 E Market St lot split, 910 S Sugar St, child care facility, Eaglebrooke Section VII Phase II site plan approval for three lots and review Boardwalk District plans. Lot splits are on the agenda as well.
6. 2021 Construction Update:
 - a. Bryson Park Restroom
 - i. RCS has completed all stone, soffit, and fascia, they are waiting on some roofing material and are scheduled to be done with the roof on Tuesday. RCS continues to work on the interior plumbing and electric. The mason crew has some grouting to finish up around the frieze board and will then form up the 10' concrete apron around the building the week of the 17th.
 - b. Bryson Park Playground
 - i. City crews have prepped the soil for sod in-between and around playground equipment, and have seeded other areas of Bryson Park. Weather depending, the sod will be delivered and placed 10-19-2021.
 - c. Celina Community Parks Building
 - i. Plans have been prepared and are at present being reviewed for changes before put out for bids. No change

- d. Storage Building
 - i. The floor was placed and framing crew started this Monday as per schedule, all 4 walls are up and they plan to set trusses next Monday 10/11/2021.
- e. 2022 Street Resurfacing Project
 - i. The Engineering Department is currently planning for next year's resurfacing project and plans to put out for bid this Fall.

Fire Department

- 1. Runs to Date:
 - a. Squad- 70; Total- 1,521
 - b. Fire- 13; Total- 265
 - c. Primary Squad Runs & Assist for other Branches- 5; Total- 74
- 2. Two-hour EMS In-Service was conducted on Wednesday, September 29th by Nationwide Children's Columbus
- 3. Assisted with Homecoming Parade and bonfire on Wednesday, October 6th
- 4. Assisted with the funeral services for Lt. Steve Beougher on Wednesday, October 6th and Thursday, October 7th. Lt. Beougher retired in July 2000 after 29 years of service.
- 5. The department will be conducting extrication training at Three Sons Salvage yard on Wednesday, October 13th at 6:00 PM. Training will conduct Atlantic Equipment with the new extrication tools.
- 6. Advanced Cardiac Life Support certification classes will be held Tuesday, October 12th for the paramedics
- 7. Will be attending the EMA Advisory Board meeting on Tuesday, October 12th and the Mercer County LEPC meeting on Thursday, October 14th
- 8. Attended the Midwest Ohio Arson board meeting on October 1st in Sidney
- 9. Provided a squad for the Varsity Football game on Friday, October 8th

Police Department

- 1. Calls for Service- 679
- 2. Reports Written- 240
- 3. Arrests- 18
- 4. Citations- 19
- 5. Crashes- 15
- 6. Warnings- 69
- 7. Reports of Interest:
 - a. On October 2nd a vandalism at Westview Park was reported. The restrooms had paper towels, toilet paper, and soap dispensers taken. A water spigot was turned on and left running for several hours and a porta john was knocked over.

After reviewing video suspects have been identified. The report is being reviewed by the Mercer County Prosecutor's Office for charges. Those involved are all school age juveniles.

- 8. Total Police Department Calls for Services, YTD: 12,334

Parks and Recreation

1. Soccer games
2. Tournaments
3. Football on Sundays
4. Office work

Parks Maintenance

1. Dump trash from parks
2. Clean restrooms
3. Clean up after geese
4. Pressure wash shelter houses
5. Mow grass
6. Paint football and soccer fields
7. Work on ball diamonds
8. Clean up Grand Lake Marathon

Public Works

1. Dirt work on Hamilton Street from house demo
2. Dirt work and prep for sod at Bryson Park
3. Completed last brush and limb collection for 2021
4. Concrete replacement in Bruns Sub Division
5. Sweep streets
6. Curb work on Myer Road
7. Crack sealed all asphalt patches
8. Crack sealed W. Wayne and Brandon Avenue
9. Repair storm sewer on Bruns Avenue
10. Repair sidewalk and driveway approach on Maple Street
11. Clean up Grand Lake Marathon traffic control items
12. Work on equipment

Sewer Collection

1. Locates for utilities
2. Jet sanitary and storm sewers
3. Camera sewers for repairs

Customer Accounts/Meter Readers

1. Billed 2,738 customer billings
2. Sent out 272 delinquent billings
3. Sent out final billings and refunds
4. Changed Electric rates
5. Meter readers continue reading

Water Treatment Plant

1. Completed Total Coliform / E. Coli samples
2. Water Distribution
 - a. Water meter replacement program

- b. Lead service line research & replacement program
 - c. Helping at WTP with driveway and parking lot concrete
 - d. Repaired sludge line at wtp south parking lot, replace 200' of 8" pipe over winter
 - e. System flushing scheduled for September 27th – October 16th, 2021, half completed
- 3. Continued weekly sampling for Microcystin analysis:
 - a. Raw Water 09/28/21 – 10.1 ug/L
 - b. Raw Water 10/05/21 – 12.4 ug/L
 - c. All Finished Water Samples were Non-Detect for Microcystin Toxin
 - d. Continued lagoon effluent Microcystin monitoring (NPDES Permit)
 - e. Continued Microcystin Analysis for outside communities (Paulding, Van Wert, Delphos)
 - f. Continued Microcystin Analysis for West Beach project (GLSM State Park)
- 4. Bryson Pool Operations
 - a. Pool closed for season
 - 1. Pool painting project
 - a. Cleaning and grinding @ seams
 - b. Re-fill seams and caulk, once ready
 - c. Re-paint pool, once ready and above 50 degrees @ overnight
 - 2. Working on Winterization
 - 3. Changing area curtain replacement - stall walls ordered and received
- 5. Water Dept. Training
 - i. Operators are completing continuing education with internet classes
 - ii. Technology Committee Meetings
 - 1. Scheduled zoom meeting November 23rd, 2021 - completed
 - a. Sludge Handling Sub-Committee, TBA
- 6. WTP Buildings, Grounds, & Operations:
 - a. South raw water pump, VFD installed and operating great!
 - i. North pump to be completed in a few months
 - b. WTP Maintenance
 - i. All outside valves to be exercised, have completed some of them
 - ii. Carbon exchange for tank #3, completed
 - iii. Carbon exchange for tank #5, scheduled for November 2nd, 2021
 - iv. Started WTP Bldg. exterior cleaning, prep for foundation painting
- 7. WTP Capital Projects
 - i. Parking lot and driveway concrete project continuing

Wastewater

1. Updated Bypass Log; reported Bypass event to OEPA
2. Emailed OEPA about status of NS53 biosolids site approval; received approval notice
3. Adam Barhorst / Tyler Woolace made site visit to all lift stations to provide budget SCADA quote for wastewater collection system
4. Cleaned out bunker trough drain and prepared for concrete
5. Poured concrete in driveway and bunker drain; made saw-cuts
6. Taylor Counterman started; trained all week
7. Bored 6" hole for toilet and 1" hole for water supply line in Secondary bathroom floor; worked on project
8. Crane-1 Services made site visit for hoist inspection quote
9. Scott Gehle and Mark Nichols / Electro Controls visited and discussed scope of SCADA for WW collection system to provide budget quote
10. Worked on new toilet installation in final building
11. Completed 2022 Preliminary Budget and submitted to SSD
12. Untangled probe cables in Scotty's wet well created by Contractor
13. Pulled pumps at Eaglebrooke, removed lifting cable from West pump

Electric Distribution

1. Set 6 poles
2. New Services
 - a. Underground 2
3. Service Replacement
 - a. Upgrade Underground 2
 - b. Upgrade Overhead 3
4. Street Lights
 - a. Repairs 4
 - b. New Installs 1
 - c. Replaced 3
 - d. Pole New/Replace 1
5. Underground Locates (OUPS) 73
6. Traffic Signals
 - a. Repair pedestrian button Main Street and Johnson Avenue
7. Request or Miscellaneous Jobs
 - a. Replace old lift poles
 - b. Repair 2 service drop causing blinking lights
 - c. Replace pole on Krugh Road and street light pole on Pro Drive
 - d. Replace bad transformer on Fairground Road
8. Trouble Calls
 - a. 9/29/2021- Tama Road a dairy farm had a breaker go bad
 - b. 9/30/2021- Pro Drive street light pole hit and broke off
 - c. 10/3/2021- Krugh Road line pole leaning, pole was bad
9. Large Projects
 - a. Work on line extension for Versa Pak
 - b. Work on line extension on Hayes Road for grain farm
 - c. Set vaults and transformer box pads for Eaglebrooke extension

- d. Directional bore, set secondary vaults and poured light base pads in Bryson Park
- e. Assist New River Construction with pole line rebuild project

Income Tax – September 2021

	2019 Month-to-date	2020 Month-to-date	2021 Month-to-date	2019 Year-to-date	2020 Year-to-date	2021 Year-to-date	2019 vs 2020 Year change	2021vs 2020 Year percent
Business	214,971.78	174,664.57	329,099.89	847,565.22	805,575.95	1,218,346.42	412,770.47	51.2
Non Resident Bus	3,673.53	15,240.39	4,041.00	71,030.54	76,128.83	115,967.12	39,838.29	52.3
Resident	45,534.47	55,817.68	45,102.72	707,647.17	727,176.40	733,970.57	6,794.17	0.9
Non-resident	3,212.99	3,253.55	2,941.00	70,889.84	76,125.20	90,674.71	14,549.51	19.1
Withholding	371,743.62	327,331.26	320,487.46	3,295,731.08	3,182,020.68	3,335,307.41	153,286.73	4.8
Non Resident W/H	8,133.69	5,384.94	5,623.06	103,181.56	89,125.30	93,650.11	4,524.81	5.0
Grand Total	647,270.08	581,692.39	707,295.13	5,096,045.41	4,956,152.36	5,587,916.34	631,763.98	12.7

	2018	2019	2020	2021
January	\$476,665.83	\$457,302.65	\$458,919.27	\$572,934.33
February	\$400,627.74	\$416,481.74	\$466,258.90	\$395,309.69
March	\$489,686.20	\$509,758.48	\$553,445.37	\$492,151.79
April	\$676,370.43	\$655,859.08	\$768,825.17	\$850,639.88
May	\$805,364.57	\$828,197.94	\$495,500.19	\$778,967.41
June	\$592,217.55	\$754,024.14	\$625,636.75	\$797,943.26
July	\$446,556.17	\$434,062.65	\$466,411.86	\$520,341.61
August	\$364,374.69	\$393,088.65	\$539,462.46	\$472,333.24
September	\$695,848.58	\$647,270.08	\$581,692.39	\$707,295.13
October	\$475,426.79	\$489,731.44	\$431,152.95	
November	\$404,081.65	\$410,789.77	\$436,695.93	
December	\$627,345.52	\$580,818.02	\$614,341.53	
Grand Total	\$6,454,565.72	\$6,577,384.64	\$6,438,342.77	