

**Administrative Report**  
**September 25, 2020 to October 8, 2020**

**Administration**

1. Boat Docks are available to rent until November 1, 2020
  - a. August 1<sup>st</sup> – November 1<sup>st</sup>- \$110.00

\*\*There are 3 boat docks available for rent on West Bank Road and only 1 boat dock at the Hot Water Hole has been rented. \*\*
2. The Splash Pad is closed for the season
3. Gov Deals- Selling a 1992 Fire Truck

**Engineering Department**

1. Zoning Permits:
  - a. Summit Locations-sign- 1845 E Market St.
  - b. Russ Sudhoff- SF Dwelling- 2319 Eaglebrooke Circle
  - c. Mid America Properties- apartments- 1400 Meadowview Dr.
  - d. Ron Dull Bldg- commercial bldg.-805 N Main St
  - e. Working with contractors on W. Market St. project; assist at range
  - f. Permits for Street cuts for Dominion Gas Co. (3); sanitary inspection (2)
2. Code Enforcement:
  - a. Removal of signs in right-of-way
  - b. 243 Leona St- grass
  - c. 122 Magnolia St- grass being dumped in street
  - d. 433 Touvelle St.- grass
  - e. 225 E Fayette St-grass
  - f. 669 N Mill St.- grass
  - g. 665 N Mill St- grass
  - h. 635 N Sugar St-grass
  - i. 604 Logan St-grass
  - j. 705 Murlin St-grass
  - k. 302 Summit St-grass
  - l. 326 Summit St- grass
  - m. 1015 N Walnut St-grass
  - n. 601 Echo St-grass
  - o. 503 Echo St-grass
  - p. 229 W Wayne St-grass
  - q. 1005 Rosewood-grass
  - r. 209 Washington St- junk vehicle
  - s. 429 S Walnut St- junk vehicle
  - t. 415 S Sugar St- junk vehicle
  - u. 642 N Mill St- junk vehicle
  - v. 677 N Sugar St- junk vehicle
  - w. 516 N Mill St- junk vehicle
  - x. 609 N Mill St- junk vehicle
  - y. Trailer Park Mackinaw- junk notice

3. Board of Zoning Appeals:
  - a. Meeting scheduled for October 8, 2020 to hear a case filed by Jeremy Lockwood to put a detached garage that exceeds the zoning size allowable for R-2 district.
4. 2020 Construction Update:
  - a. 2020 Street Resurfacing Project:

This project is currently in the planning and design stage. Access Engineering Solutions and The City of Celina expect to put this project out for bids sometime in late May or early June with construction beginning sometime after the first of July. This project was postponed due to the covid-19 pandemic. The City opened bids for this project on Thursday the 13<sup>th</sup> of August with only one bidder, The Shelly Company. Their Bid was \$1,293,479.80 and the engineers estimate was \$1.3 million. The substantial completion date for this project is June 15, 2021. This project has been awarded to The Shelly Company. A start date has not been determined, however it is looking like this project will not start until next spring.
  - b. Police Department Cold Storage Building:

The City took bids for this project on December 10, 2019. The Engineers Estimate for this building was \$400,000.00. There were 8 bids for this project with Miller Builder, LLC of Apple Creek, Ohio being the lowest with a bid of \$308,780.00. Miller Builder, LLC has been awarded the contract and this project has a completion date of September 1, 2020. The contractor did layout the building on 6/25/2020. On 7/28/2020 the contractor began work. The footings and foundation walls were completed 7/30/2020. The concrete floor for the building was completed 8/26/2020. The wood framed walls were completed 9/12/2020. The contractor finally took delivery of the wooden roof trusses. On Tuesday 10/6/2020 they began the placement of the trusses and finished same. Currently they are installing the metal roofing. This will be followed by the installation of the metal siding.

### **Fire Department**

1. Runs to Date:
  - a. Squad- 92; Total Year- 1,390
  - b. Fire- 16; Total Year- 262
  - c. Primary Squad Runs for other Branches- 1; Total Year- 53
2. October 4<sup>th</sup> thru October 10<sup>th</sup> is fire prevention week. The Fire Department supplied the schools with videos and material instead of in person fire prevention.
3. On Tuesday, September 29<sup>th</sup> a fire occurred in the West Bank Park restrooms. The fire had self-extinguished and caused approximately \$6,000.00 in damage. The fire was arson and is being investigated by Ohio Department of Natural Resources, State Fire Marshal's Office, and the Celina Police Department. It was discovered several pontoons were vandalized on West Bank Road boat docks. The Ohio Blue Arson Committee has issued \$5,000.00 award for the case.
4. Working on the new specs for the new ambulance
5. St. Henry EMS will be leaving the county EMS system on December 31<sup>st</sup>
6. The new fire engine is now in service

### **Police Department**

1. Calls for Service- 585
2. Reports Written- 84
3. Arrests- 27
4. Citations- 21
5. Crashes- 14
6. Warnings- 22
7. Reports of Interest:
  - a. The Celina Police Department is investigating a fatal traffic crash which occurred on September 27, 2020 at about 4:20 PM. The crash involved 2 cars and a motorcycle in the 900 block of S. Main Street (US 127).

Coldwater native, 62-year-old Yvonne Noel, was killed when she was struck from behind on US127 just north of Schunk Road. Ms. Noel was northbound, slowing to stop behind a vehicle waiting to make a left turn into Bud's Chrysler. A driver of a northbound car behind her did not see traffic stopped and rear ended Ms. Noel without braking.

The driver admitted he was distracted. The crash remains under investigation. Our heartfelt condolences are extended to Yvonne's family and loved ones.

8. Total Police Department Calls for Services, YTD: 11,801

### **Public Works**

1. Replace sidewalk on West Market Street
2. Install sewer pump at cemetery house

### **Sewer Collection**

1. Camera East Jefferson sewers, checking for infiltration

### **Customer Accounts/Meter Readers**

1. Billed 1,912 customer billings
2. Sent out 279 delinquent billings
3. Shut off 28 customers

### **Water Treatment Plant**

1. Water Distribution
  - a. Water meter replacement program
  - b. Lead service line research
  - c. Concrete sidewalk program – poured a few locations
  - d. System wide hydrant flushing continued
2. Continued weekly sampling for Microcystin analysis:
  - a. Raw Water 09/29/20 – 65.6 ug/L
  - b. Raw Water 10/06/20 – 46.5 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)
- 3. WTP Buildings, Grounds, & Operations:
  - a. South raw water pump removed from service for repair
    - i. Cost to come after inspection and repair – PO submitted
    - ii. Should return to service within 30 days
  - b. Fall maintenance
    - i. #1 ozone basin to be completed when WTP is shut down for piping installation
    - ii. All outside valves to be exercised when WTP is shut down for piping installation
    - iii. Carbon exchange for tank #3, completed
    - iv. Carbon exchange for tank #5, scheduled for November 3<sup>rd</sup>, 2020
- 4. WTP Capital Projects
  - a. 1974 Clarifier Replacement Project
    - i. AWC by-weekly phone meetings completed, project on schedule thru 12/2020
      - 1. DAF units #1 & #2 scheduled for delivery 2<sup>nd</sup> week of November 2020
      - 2. DAF units #3 & #4 scheduled for delivery 2<sup>nd</sup> week of January 2021
    - ii. Sludge and air testing with OSU ongoing, additional samples were collected on 2/7/20 and 7/24/20, waiting on results
    - iii. DAF Facility Project
      - 1. Poured second ½ of DAF Facility floor 10/06/2020
      - 2. Roof columns continue to be formed and poured
      - 3. Block layers to mobilize in 2 weeks
      - 4. Woolace Electric continuing electrical conduit within WTP and grounding

### **Wastewater**

- 1. Assisted Water Distribution with fixing leaking backflow preventer at Havemann LS
- 2. Jason Andrews received Class IV Wastewater Treatment Professional Operator certification from OEPA
- 3. Replaced 15-amp gfci receptacles at Walmart, EB, and Havemann lift stations for chemical feed transfers

### **Electric Distribution**

- 1. Set 3 poles
- 2. New Services
  - a. Underground 2

3. Service Replacement
  - a. Upgrade Underground 2
  - b. Upgrade Overhead 1
4. Street Lights
  - a. Repairs 3
  - b. Replaced 2
5. Substations
  - a. Prepare CAPT bill
6. Tree Trimming
  - a. Trim around customer service drop, Margo Lane
7. Request or Miscellaneous Jobs
  - a. Repair flags downtown
  - b. Replace 1 pole and set 1 new pole on Miller Road
  - c. Directional bore on Miller Road replacing overhead primary with underground primary, secondary and transformers
  - d. Overhead to URD on Fochs
  - e. New URD on Eaglebrooke Circle
  - f. Build pole bunker at the Solar Field
  - g. Assist Heartland Dairy with disconnect replacement
  - h. Remove service on West Bank Road
  - i. Street light repair and replacement
  - j. Replace pole on East Warren Street
8. Trouble Calls
  - a. 10/1/2020- Tree limb on line on Gause Road
9. Large Projects
  - a. County project. Move line back for bridge replacement on Wabash Road
  - b. State Project. Move and replace primary underground and transformer on West Bank Road
  - c. Directional bore in Bryson Park for new parks lights
  - d. Pull in replacement primary URD under Main Street from Zuma Auto to Shell Station
10. Training
  - a. Andy Ball and Brian Shannon went to lineman training in Columbus at the AMP Facility 9/28/2020 to 10/1/2020

### Income Tax September– 2020

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020 vs 2019</b>	<b>2020vs 2019</b>
	<b>Month-to-date</b>	<b>Month-to-date</b>	<b>Month-to-date</b>	<b>Year-to-date</b>	<b>Year-to-date</b>	<b>Year-to-date</b>	<b>Year change</b>	<b>Year percent</b>
<b>Business</b>	283,063.02	214,971.78	174,664.57	832,597.21	847,565.22	805,575.95	-96,989.76	-10.7
<b>Non Resident Bus</b>	3,210.76	3,673.53	15,240.39	52,942.06	71,030.54	76,128.83	82.22	0.1
<b>Resident</b>	40,360.00	45,534.47	55,817.68	650,974.66	707,647.17	727,176.40	-9,082.44	-1.2
<b>Non-resident</b>	4,326.79	3,212.99	3,253.55	70,178.53	70,889.84	76,125.20	2,112.85	2.8
<b>Withholding</b>	358,227.71	371,743.62	327,331.26	3,245,465.52	3,295,731.08	3,182,020.68	-497,802.02	-13.5
<b>Non Resident W/H</b>	6,610.30	8,133.69	5,384.94	95,553.78	103,181.56	89,125.30	-27,945.34	-23.8
<b>Grand Total</b>	695,848.58	647,270.08	581,692.39	4,947,711.76	5,096,045.41	4,956,152.36	-629,624.49	-11.2

	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
<b>January</b>	\$516,516.97	\$476,665.83	\$457,302.65	\$458,919.27
<b>February</b>	\$380,935.74	\$400,627.74	\$416,481.74	\$466,258.90
<b>March</b>	\$553,910.83	\$489,686.20	\$509,758.48	\$553,445.37
<b>April</b>	\$694,964.08	\$676,370.43	\$655,859.08	\$768,825.17
<b>May</b>	\$704,868.16	\$805,364.57	\$828,197.94	\$495,500.19
<b>June</b>	\$526,539.06	\$592,217.55	\$754,024.14	\$625,636.75
<b>July</b>	\$473,797.12	\$446,556.17	\$434,062.65	\$466,411.86
<b>August</b>	\$358,417.44	\$364,374.69	\$393,088.65	\$539,462.46
<b>September</b>	\$572,678.85	\$695,848.58	\$647,270.08	\$581,692.39
<b>October</b>	\$454,378.79	\$475,426.79	\$489,731.44	
<b>November</b>	\$357,054.14	\$404,081.65	\$410,789.77	
<b>December</b>	\$484,723.58	\$627,345.52	\$580,818.02	
<b>Grand Total</b>	<b>\$6,078,784.76</b>	<b>\$6,454,565.72</b>	<b>\$6,577,384.64</b>	