

Administrative Report
October 5, 2018 to October 18, 2018

Engineering Department

1. Department Projects:
 - a. Zoning Permits//311 updates //Code Enforcement//Planning Commission Meeting Schedule //N. Main Street Improvements//Welcome Signs Project
2. Zoning Permits:
 - a. 7254 – Dickman Supply Inc. – 910 Warrick Dr. – Non-Residential Addition
 - b. 7255 – City of Celina – 1125 S. Elm St. – Non-Residential Addition
 - c. 7256 – JTDMH – 123 Hamilton St. – Sign
 - d. 7257 – Jerry Voisinet – 1485 E. Market St. – Non-Residential Addition
 - e. 7258 – Permit Solutions – 101 Grand Lake Road – Non-Residential Addition
3. Violations: High Weeds/Grass and/or Trash
 - a. 650 N. Mill
 - b. 522 N. Walnut
 - c. 124 Morton
 - d. 212 Lincoln
4. Zoning Violations:
 - a. 565 E. Market St. – Coles Motel
 - b. 225 S. Main St. – Celina Motel
 - c. 1452 James Ave.- Dog Grooming/Boarding
5. Planning Commission:
 - a. Planning Commission meeting is tentatively scheduled for November 15 at 7:00 pm. There is one item (possibility for a second item) on the agenda:
 - i. CG&H Buildings, Inc. – building addition at 1650 Industrial Dr.

Fire Department

1. Runs to Date
 - a. Squad- 64; Total Year- 1,406
 - b. Fire- 18; Total Year- 251
 - c. Primary squad runs for other branches- 2; Total Year- 69
2. Attended a State EMS Medical Transportation meeting on Tuesday, October 16th in Columbus
3. Attended a Midwest Ohio Arson Seminar board meeting Tuesday, October 16th in Sidney
4. Annual service test on 24 self-contain breathing apparatus was conducted on Wednesday, October 17th
5. Will be at the elementary school for career day on Wednesday, October 24th
6. Will have a squad at the varsity football game on Friday, October 26th

Police Department

1. Calls for Service- 675
2. Reports Written- 90
3. Arrests- 31
4. Citations- 19
5. Crashes- 11

6. Warnings- 41
7. Reports of Interest:
 - a. On Friday, October 5th Celina Police arrested 31-year-old Daniel L. Powers on charges of impersonating a Police Officer and Obstructing Official Business. At about 9:33 PM officers were dispatched to a call of a suspicious man displaying and wearing a handgun on his hip and identifying himself as working for the Celina Police Department and Task Force.

Officers located Mr. Powers near 609 Touvelle Street, he was wearing a bullet proof vest. Upon interviewing Powers and speaking with area residents it was found that he had been knocking on doors and speaking with residents. He claimed to work for area law enforcement and to be looking for a wanted fugitive who is reportedly armed with a handgun.

Daniel Powers had been carrying a toy handgun, which was found hidden along with a holster in a nearby wooded area.

8. Total Police Department Calls for Service, YTD: 16,716

Parks Maintenance

1. Dumped trash from parks
2. Cleaned up boardwalk from geese
3. Cleaned restrooms
4. Cleaned shelter houses
5. Mow grass
6. Line soccer fields

Public Works

1. Patched potholes
2. Sweep city streets
3. Repairing catch basins
4. Crack sealing streets
5. Work on equipment
6. Install sod at Eastview for challenge course
7. Mow side ditches
8. Mow several yards for high weeds
9. Completed the last scheduled brush and limb collection, getting ready for leaf collection

Water Distribution

1. Install new water services
2. Miscellaneous work orders (dead meters, water turns ons and offs; leaking meters)
3. Water valve repairs, fire hydrant repairs
4. Locates of utilities

Sewer Collection

1. Locates of utilities
2. GIS sewer system

3. Jet sanitary and storm sewers
4. Camera sewers for repairs
5. Repair catch basins
6. Help other departments with hydro excavations

Customer Accounts/Meter Readers

1. Billed 1,842 customer billings
2. Sent out 194 delinquent billings
3. Shut off 19 customers
4. Sent out final billings and refunds
5. Meter readers continue reading
6. Hired Tyler Ross as part-time meter reader

KWH Tax September 2018

	Number of KWHs Distributed	Tax
Inside Accounts	14,702,019	\$60,089.77
Outside Accounts	<u>7,563,959</u>	<u>\$30,322.67</u>
Total for All Accounts	22,265,978	\$90,412.44

Water Treatment Plant:

1. Completed 67 microbiology samples
2. Continued weekly sampling for Microcystin analysis:
 - a. Raw Water 10/09/18 – 69.0 ug/L
 - b. Raw Water 10/16/18 – 96.6 ug/L
 - c. All Finished Water Samples were Non-Detect for Microcystin Toxin
 - d. Continued Microcystin Sampling for outside communities (Paulding, Van Wert, Delphos)
3. Bryson Pool Operations
 - i. 2018 Projects
 1. Seeded grass around new Shelter House
 2. 3 doors on basket house to be repaired / replaced
 - a. Scheduled for completion in a few weeks
 3. Replace roof with green metal to match shelter houses
 - a. Quotes came in high, add to next year's projects
4. Water Dept. Training
 - i. Celina hosted October 18th, 2018, Ohio AWWA NW District meeting
 1. 145 guest at seminar and toured wtp
5. WTP Buildings, Grounds, & Operations:
 - a. 1952 Flocculator replacement

- i. All 4 units in operation with VFDs
 - b. Cleaning & painting for upcoming meeting
- 6. WTP Capital Projects
 - a. Engineers continuing plant review, \$8M was received mid-August
 - i. Continued next stage, designing improvements of 1974 expansion
 - ii. Hazen & Sawyer / Tri-TECH - continuing design plans
 - b. Project #1, 3rd Floor Removal, 2nd Floor Roof Repair, & Basement Piping Removal
 - i. Awarded to Jutte Excavating, start mid-October, 6 weeks to complete
 - c. Project #2, Wash Water Tank Pump Station Project
 - i. Metal siding and roofing received, install next week
 - d. Project #3, Clarifier Replacement
 - i. 6 week OEPA run completed, OEPA approved

Wastewater

1. Completed daily operations: open/close WWTP, transfer wasted sludge twice daily, clean course bar screens twice daily, record influent/effluent readings three times daily, record sludge blanket depth/clarity, monitor all process equipment twice daily, transfer chlorine/sodium aluminate/polymer/calcium nitrate as needed, perform all laboratory tests needed for operational control and Permit compliance, check 13 lift stations, perform buildings/grounds duties as needed
2. Martz lift station pumps tripped/overheated, reset and ok, called Electro Controls to discuss, scheduled service appt for 10/12 to adjust vfd settings 10/5
3. Rinsed East lower screw pump pit, gated off, locked out for flight repair 10/4; pumped out pit with trash pump 10/5; dried up lower bearing area, cut off damaged flight, fabricated new flight from raw metal purchased from Lefeld Welding 10/9; welded flight onto screw, applied coal tar, put back in service 10/10
4. WWTP experienced bypass event 10/5; reported to OEPA 10/6
5. Completed SOUR on AD#1 10/6; transferred to mixed tank 10/7
6. Pulled #3 pump at Fairground and removed removed piece of broken pipe 10/7
7. Adjusted phase monitor @ Martz to 208V to eliminate false power alarms 10/9
8. SSD, Kerry, Jason, and Brian May/Access Eng. met to discuss sludge bunker bid and plan of action, SSD discussed with Mayor and Law Director – rebidding project 10/10
9. Scott Gehle/Electro Controls consulted with Tom Wellman and adjusted Martz vfds to prevent tripping but still allow for pump protection 10/12
10. Replaced pump tubing and suction/discharge hoses on sodium aluminate pumps 10/15
11. Removed 14 empty totes from storage building and brought to East end of wwtp for pickup by Cardinal Services 10/16
12. Kerry and Jason met with SSD to discuss bunker project, informed rebidding project without maintenance bay attached 10/16
13. Met with Brian May/Access Eng. to inform of rebidding request and changes needed 10/16
14. Jason attended Utility/Council meeting to discuss 2019 wwtp capital 10/17

Electric Distribution

1. Set 4 poles
2. Street lights
 - a. 6 Repairs
 - b. 1 Replaced
3. Underground Locates (OUPS) 53
4. Traffic Signals
 - a. Timing improvements, adjustments- downtown traffic signals- traffic engineer and security signal
5. Substations
 - a. Replace failed line- Walnut Street
 - b. Replace switchgear meters- Feeder #10- Staeger
 - c. Hook up control power- New Virginia XMFR- Staeger
 - d. Testing on New Virginia XMFR- Staeger- Power Services
 - e. Reenergize Walnut Substation
 - f. Shut down Summit Substation to complete testing- Power Services
 - g. Replace 69kv arresters (6) that failed testing- Summit
6. Request or Miscellaneous Jobs
 - a. Check soccer field lights
 - b. Set temporary power setup for soccer tournament
 - c. Repair down guy- Old Town Road- cut by mower
7. Trouble Calls
 - a. 10/4/18- entire system out- 69kv line burn down in Walnut Substation
 - b. 10/8/18- Cherry Street- customers' problem
 - c. 10/12/18- Hoenie Road and Fast Road- pole knocked off- traffic accident
 - d. 10/15/18- Hayes Road- dead-end pole knocked off traffic accident
 - e. 10/18/18- Kuhn Road east of Township Line Road- replace failed 3 phase transformer
8. Large Projects
 - a. Continue new primary UG installation- Gallman addition
 - b. Replace poles- Hoenie Road, Hayes Road after traffic accidents
 - c. Set lift poles- East Livingston Street, Tama Road