

Administrative Report

January 21, 2022 to February 10, 2022

Administration

1. Accepting applications until February 14, 2022 at 4:00 PM for the Patrolman exam that will be on March 12, 2022 at 9:00 AM.
2. Accepting applications until February 22, 2022 at 4:00 PM for the Firefighter/Paramedic exam that will be on March 26, 2022 at 9:00 AM.
3. Bid opening for the West Bank Road Development will be Thursday, February 24th at 11:00 AM
4. Annual Year-End procedures/W-2's
5. Ohio BWC Annual True-Up report and payment
6. New Hire (Recreation Director)

Engineering Department

1. 2022 Construction Update:
 - a. Celina Community Parks Building:
 - i. Plans have been prepared and are at present being reviewed for changes before being put out for bids.
 - ii. **No Change.**
 - b. 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.
 - ii. The Street Resurfacing is scheduled to be advertised 10-28 and 11-4. The bid opening will be Thursday, November 18th.
 - iii. The bid opening was held November 18th at 11:00am.
 - iv. Our Engineer's estimate for this project was \$2,950,000.00. The Shelly Company was the apparent low bidder for the project at \$2,838,125.00 and has been given notice of award.
 - v. **No Change.**
 - c. 2022 Fulton Street Reconstruction:
 - i. The bid opening for this project was held December 10th at 11:00am. Our Engineer's estimate was \$2,500,000.00. Hohenbrink Excavating was the apparent low bidder for the project at \$2,319,496.37 and has been given notice of award.
 - ii. **A pre-construction meeting was held on 2-1-22. Hohenbrink Excavating anticipates a start date of 3-1-22.**

Fire Department

1. Runs to Date:
 - a. Squad- 113; Total- 229
 - b. Fire- 17; Total- 34
 - c. Primary Squad Runs and Assist for other branches- 6; Total- 8
2. Auxiliary training will be held February 16th. February 2nd ice training was conducted with them.
3. EMS continuing education will be held February 16th to February 18th
4. No issues from snow storm
5. A fuel pump at Dockside Marathon at 303 S. Main Street was damaged by a customer and fuel pumps were out of service. Repairs were made and the pumps were tested by

Dayton Precision Testing and after passed. The pumps were back in service on February 7th.

Police Department

1. Calls for Service- 876
 2. Reports Written- 264
 3. Arrests- 26
 4. Citations- 42
 5. Crashes- 20
 6. Warnings- 69
 7. Reports of Interest:
 - a. On Sunday, January 23, 2022 at about 3:45 AM, Celina Police responded to a report of a pedestrian being struck by car on Deford St. near Cron St., Celina. Upon arrival it was discovered that a 39-year-old man of rural Celina had been struck by a 2003 BMW sedan driven by 31-year-old woman, of Celina.
- Through the investigation it was found that the car was southbound and struck the man as he was walking in the middle of the road. It was also found that the female appeared to be under the influence of alcohol and was subsequently arrested for OVI. The man and woman were found to be in a relationship. This incident remains under investigation. Injuries to the man were serious, but, not considered to be life threatening.
8. Total Police Department Calls for Services, YTD: 1,668

Parks and Recreation

1. Craig McConkey, new Rec Director, started February 10, 2022

Parks Maintenance

1. Dump trash from parks
2. Clean restrooms
3. Clean up after geese
4. Working on equipment
5. Plow snow

Public Works

1. Work on equipment
2. Replace several lights at Public Works Building
3. Plow snow (Joe will give follow up report as info is calculated on cost of Storm)
4. Haul storm
5. Trimmed trees on the streets and alleys
6. Brush and leaf pile has been processed and removed from site
7. All concrete and asphalt has been processed at old dump area, recycled concrete and asphalt can be used for various projects

Sewer Collection

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

Customer Accounts/Meter Readers

1. Billed 2,033 customer billings
2. Sent out 316 delinquent billings
3. Shut off 12 customers
4. Changed over the Fuel Adjustments to .002400
5. Sent out final billings and refunds

Water Treatment Plant

1. Water Distribution
 - a. Water meter replacement program
 - b. Lead service line research & replacement program
 - c. Installed a few new service taps
 - d. Sludge line replacement at WTP south lot
 - i. Line and fittings received, start in a couple weeks with a little warmer temps
 - e. Removed old and dead pine trees at sludge lagoons, fence and earth work in spring
 - f. Removed old & dead pine trees at pool, new grass in spring
 - i. Trees removed now to be included in tree grinding at dump
2. Water Plant
 - a. Continued weekly sampling for Microcystin analysis:
 - i. Raw Water 01/25/2022 – 0.05 ug/L
 - ii. Raw Water 02/01/2022 – <0.30 ug/L
 - iii. Raw Water 02/08/2022 – <0.30 ug/L
 - iv. All finished water samples were Non-Detect for Microcystin Toxin
 - v. Continued lagoon effluent Microcystin monitoring (NPDES Permit)
 - vi. Continued Microcystin for outside communities (Paulding, Van Wert, Delphos)
 - b. WTP Buildings, Grounds, & Operations:
 - i. Working with crews on an updated 10-year capital program / budget
 - ii. North raw water pump
 1. Removed and sent out for reconstruction
 - c. WTP Maintenance
 - i. Carbon exchange for tank #2 completed, tank #4 scheduled for April 5th, 2022
 - ii. WTP Bldg. exterior cleaning & prep for foundation painting, Spring

- iii. Painting in Bio-Reactor and electrical room areas completed
 - iv. DAF tank anti-vibration dampeners replaced under warranty, with control rods
- 3. Water Dept. Training
 - i. Operators are completing continuing education with internet classes
 - ii. Technology Committee Meetings
 - 1. Scheduled zoom meeting for February 15th, 2022
 - 2. Sludge Handling Sub-Committee, TBA
- 4. Bryson Pool Operations
 - a. Pool closed for season
 - 1. Pool painting project
 - a. Re-paint pool, waiting for 50 degrees overnight low or higher (Spring)?
 - 2. Main pool pump elbow cracked, parts in stock, spring repair
 - 3. Changing area curtain replacement - stall walls received

Wastewater

- 1. Snow removal duties
- 2. Confirmed Marts generator would “cold” start using propane vs ether; Buckeye Power diagnosed cold start problem (fuel shut-off solenoids sticking)
- 3. Worked on creation of sludge line map for Sludge Dewatering SOP
- 4. Opened and cleaned all three checkvalves at Havemann LS; pulled #3 pump to inspect; replaced all fluorescent bulbs with LED
- 5. Replaced top sections of fuel shutoff solenoids in Marts generator
- 6. Attended Department Head meeting to discuss upcoming winter storm
- 7. Pulled ISCO sampler from Qualitech manhole and cleaned up
- 8. Worked on Sludge Valve SOP
- 9. Collected sludge sample 1 of 7 for fecal analysis
- 10. Replaced rear proximity sensor on grit/grease bridge
- 11. Removed rags from manual rake screen and channel drain valve operators
- 12. Reinstalled rebuilt MultiSmart display in Fairground LS control panel
- 13. Replied to Lori Komorowski/OEPA on status of deficiencies to NFA (No Feasible Alternatives to Bypassing); informed SSD and Mayor

Electric Distribution

- 1. Set 6 poles
- 2. Street Lights
 - a. Repairs 4
- 3. Underground Locates (OUPS) 19
- 4. Traffic Signals
 - a. Replaced damaged signal head at Havemann and 29, semi with snow on trailer hit it
- 5. Tree Trimming
 - a. General tree trimming in town as needed

6. Request or Miscellaneous Jobs
 - a. 2 temporary services for new homes- Morrow Road and Fairground Road
 - b. Assisted Public Works with plowing snow
 - c. Work in new storage building
7. Trouble Calls
 - a. 2/3/2022- 9701 Celina Mendon- bad underground service
 - b. 2/5/2022- traffic light damaged, 29 and Havemann
 - c. 2/6/2022- broken riser wire- Oregon Road west of Township Line
8. Large Projects
 - a. Replaced 6 poles on US 127 north to prep for reconductor this summer

Income Tax – January 2022

	2020	2021	2022	2020	2021	2022	2020 vs 2021	2022vs 2021
	Month-to-date	Month-to-date	Month-to-date	Year-to-date	Year-to-date	Year-to-date	Year change	Year percent
Business	15,301.07	68,609.18	8,348.09	15,301.07	68,609.18	8,348.09	-60,,261.09	-87.8
Non Resident Bus	3,145.00	2,796.96	1,291.20	3,145.00	2,796.96	1,291.20	-1,505.76	-53.8
Resident	48,899.43	48,370.45	45,716.52	48,899.43	48,370.45	45,716.52	-2653.93	-5.4
Non-resident	3,116.36	5,338.01	4,070.98	3,116.36	5,338.01	4,070.98	-1,267.03	-23.7
Withholding	373,503.97	433,597.68	407,365.39	373,503.97	433,597.68	407,365.39	-26,232.29	-6.0
Non Resident W/H	14,953.44	14,222.05	11,324.18	14,953.44	14,222.05	11,324.18	-2,897.87	-20.3
Grand Total	458,919.27	572,934.33	478,116.36	458,919.27	572,934.33	478,116.36	94,817.97	-16.5

	2019	2020	2021	2022
January	\$457,302.65	\$458,919.27	\$572,934.33	\$478,116.36
February	\$416,481.74	\$466,258.90	\$395,309.69	
March	\$509,758.48	\$553,445.37	\$492,151.79	
April	\$655,859.08	\$768,825.17	\$850,639.88	
May	\$828,197.94	\$495,500.19	\$778,967.41	
June	\$754,024.14	\$625,636.75	\$797,943.26	
July	\$434,062.65	\$466,411.86	\$520,341.61	
August	\$393,088.65	\$539,462.46	\$472,333.24	
September	\$647,270.08	\$581,692.39	\$707,295.13	
October	\$489,731.44	\$431,152.95	\$489,278.54	
November	\$410,789.77	\$436,695.93		
December	\$580,818.02	\$614,341.53		
Grand Total	\$6,577,384.64	\$6,438,342.77		