

Administrative Report
February 9, 2024 to February 22, 2024

Engineering Department

1. Department Projects:
 - a. Zoning Permits//Code Enforcement//Planning Commission/ BZA Meeting Schedule// //Organizing Maps & Plans// //Street Projects//Updating file system
2. Zoning Permits:
 - a. 1845 E Market St- storage building
 - b. 720 Fleck Ave- fence
 - c. 227 Portland St- signage
3. Plumbing Permits/Inspections
 - a. 2024 Plumbers License Renewals
4. Dumpster Permits (1)
5. Dominion Gas Co. Street permits (0)
6. Code Enforcement:
 - a. Removal of signs in right-of-way
 - b. 1901 E Livingston St. – trash
 - c. 310 W Fayette St- business violation
 - d. 1006 Hemlock- zoning violation
7. Planning Commission:
 - a. Meeting scheduled for March 7th for conditional approval for a home occupation at 119 Wild Cherry Street
8. 2024 Construction Update
 - a. North Walnut Street Reconstruction
 - i. This project is being advertised and the bid opening is on 12-6-22.
 - ii. Hohenbrink Excavating was the apparent low bidder at \$1,348,790.49
 - iii. Pre-Construction meeting is scheduled for 3-10-23
 - iv. Hohenbrink Excavating plans to move in mid-April, no specific date yet.
 - v. Contractor has moved in and started installing storm line on 4-20-23.
 - vi. Phase 1 of this project is underway. All storm work in between Market Street and Wayne Street has been completed. Contractors are working on sidewalk and curb, with asphalt patching and resurfacing beginning in the next 2 weeks. Once completed, Hohenbrink will move onto the reconstruction phase of this project North of Wayne.
 - vii. Phase 1 of this project is complete less the line striping (Wayne-Market). Hohenbrink has started on phase 2 north of Wayne. They will begin on storm work and a second crew is planned to start on waterline the week of the 12th. A contractor for the gas company has also moved in to begin long service and mainline replacement.
 - viii. Waterline main progress continues to the north. All of the storm main and laterals is done between Wayne and Blake. Contractor continues despite being slowed by the gas company.
 - ix. Water mainline is installed. Hohenbrink has pulled off the job for 1-2 weeks due to conflict with the gas company. As soon as gas has relocated their main they will move back onto the jobsite.

- x. Hohenbrink is back on site and working on storm sewer laterals. They will begin working on sidewalk removals next week before bringing road to grade. The contractor is working diligently on what they can, despite the delay on shipment for all brass water service parts.
- xi. Hohenbrink has completed all storm work and removals for the project. They have started installing water services between Wayne and Blake.
- xii. All water services have been installed from the main to a curb stop near existing meter pits. The contractor is still waiting on meter setters to complete the service install. Concrete removals are near completion and the next step will be cutting the road to grade in the next couple weeks.
- xiii. Hohenbrink continues to work on water service installs and road grading. Smith Paving is scheduled for concrete work beginning October 1st, and The Shelly Company is scheduled for asphalt November 1st.
- xiv. Smith Paving started curb work on Wednesday, October 4th and plans to have that finished in 2 days. The week of the 9th they will begin pouring drive approaches and sidewalks to follow. The Shelly Company is still planning for the first week of November to pave asphalt.
- xv. Smith paving has completed all concrete work. Hohenbrink is following up with dirt work and plans to top dress and seed in the spring. The road will begin to be graded the week of the 23rd with The Shelly Company scheduled to pave on the 30th.
- xvi. The Shelly Company has completed all paving. Hohenbrink plans to complete the Mr. Manhole process next week, then all work for the year will be complete. In the spring the contractor plans to add topsoil and finish grading so they can seed all dirt areas. The stop bars and parking will be painted when 70-degree weather permits.

xvii. No Change

b. Yorkshire & Barnsbury Court Improvements

- i. This project will be advertised 11-30-23 & 12-7-23. The Engineers estimate is \$700,000.00
- ii. The bid opening was held on 12-14-23. PAB Construction was the apparent low bidder at \$613,087.20

iii. No Change

c. Myers Road & Pond Street Improvements

- i. This project was bid and opened by the county on 12-21-23. PAB Construction was the apparent low bidder at \$674,298.40. The final completion date is 8-15-24.

d. 2024 Street Resurfacing

- i. This project will be advertised on 2-13-24 and 2-20-24, with a bid opening on 2-29-24 at 11:00am. The final completion date will be 8-30-24.

e. 2024 Bryson Park Paving Lot Paving Program

- i. This project will be advertised on 2-20-24 and 2-27-24, with a bid opening on 3-7-24 at 11:00am. The final completion date will be 7-15-24.

Fire Department

1. Totals since Feb. 7th, 2024
 - a. Squad- 64
 - b. Fire- 11
 - c. Training Hours- 24
 - d. Primary squad runs & assists for other branches- 4
2. Totals for 2024
 - a. Squad- 198
 - b. Fire- 38
 - c. Inspections- 38
 - d. Training Hours- 63
 - e. Primary squad runs & assists for other branches- 19
3. Other
 - a. Gas explosion at 129 W. Fayette Street on 2/19/2024
 - b. Department meeting on 2/20/2024

Police Department

1. On Thursday 2-15-24 Mercer Co. Grand Jury determined that 2 Celina P.D. Officers involved in a shooting on 8-25-23 acted with *Objective Reasonableness*. No charges will be brought against them.
2. On 2-12-24 Celina Police acted on information received about 4 Celina students involved in the burglary of a Wapakoneta gun shop. Through the subsequent investigation all 17 handguns stolen there and one additional from Celina were recovered. These were stolen for re-sale, not to use. All four face charges in both Auglaize and Mercer Counties.
3. On 02-20-24 Celina officers responded to a domestic violence call in which a man threatened to kill a woman. Upon encountering officers, he resisted violently. Once secured officers found two knives on his person. No injuries are reported. The man is in jail.
4. On 02-22-24 Celina officers responded to a domestic violence during which a man held a woman at gunpoint. He was taken into custody without incident and is in the Mercer County Jail.
5. Total Police Dept. Incidents, YTD: 1,483

Nature of Incident	Total Incidents	Nature of Incident	Total Incidents	Nature of Incident	Total Incidents
911 Hang Up	4	Bank Detail	4	Domestic Active	1
Abandoned Vehicle	1	Barking Dog	3	Domestic Dispute	7
Injury Accident	1	Bond Sign Charges	3	False Alarm	6
Non Injury Accident	14	Business Checks	192	Fight	1
Assist Another Agency	16	Debris in/on Roadway	1	Follow Up	27
Alarm	4	Disorderly Conduct Issues	6	Funeral Detail	3
Animal Complaint	4	Open Door/Window	2	Menacing/Threats/Harassment	3
Assault	2	Bad Check	3	Burglary	1
Internal Administrative Detail	1	Rape	1	Traffic Stop	9
Investigate Liquor Permit	4	Returning Property	3	Unruly Juvenile	7
Juvenile Transport	3	Release From Impound	1	Lock Out/Vehicle	9

Meeting	1	Special Detail	7	Warrant/Paper Service	4
Mental Subject Call	3	Suicide Threat	1	Welfare Check	3
Miscellaneous	2	Suspicious Person	9	Forgery/Counterfeit	1
Motorist Assist	1	Suspicious Vehicle	2	Juvenile Abuse	2
Parking Enforcement	1	Theft/Larceny	2	Nuisance Junk Compliant	1
Public Information Request	36	Special Traffic Detail	4	Noise Complaint	1
Civil	1	Fire	2	Lost Property	1
Found Property	4	Juvenile Runaway	1		

Parks and Recreation

1. Baseball and Softball registration opens on March 1st
2. Accepting Seasonal applications for an Assistant Manager, Lifeguards, and Basket House Workers for the Bryson Pool for this Summer

Parks Maintenance

1. Dump trash from parks
2. Clean restrooms
3. Working on equipment

Public Works

1. Work on equipment
2. Replaced a manhole in southwest quad ahead of resurfacing
3. Salted streets 2/16 and 2/17
4. Replaced catch basin on Washington Street and Sugar Street
5. Dura patch alleys
6. Replaced sanitary manhole Lake Street
7. Replaced 100' of curb in southwest quad

Sewer Collection

1. Locates of utilities
2. Completed tap locations for residents with sewer issues (Locates)
3. Clean and camera storm and sanitary lines
4. Collect data for GIS
5. Camera utilities for next year's projects
6. Investigated Jones & Henry's list from smoke testing

Customer Accounts/Meter Readers

1. Billed 2,075 customer billings
2. Shut off 14 customers
3. Sent out 503 delinquent letters
4. Sent out finals/refunds
5. Meter readers continue to read and install radio reads

Water Treatment Plant

1. Water Distribution
 - a. Fire Hydrant painting to continue in Spring of 2024, purchased paint in Dec 2023

- b. Full system flushing scheduled for April 2024
 - c. Cleaning around at PWB
 - d. Started moving Distribution Crew, equipment, and inventory to Water Plant GAC Facility
 - e. Lead service line research & replacement program
 - i. Mapping & Spreadsheet info. continued, due to OEPA 10/16/2024
 - ii. 9 customer services on Echo for City to replace
 - 1. Contacting customers to coordinate and schedule with plumber
- 2. Water Plant
 - a. Continued weekly sampling for Microcystin analysis:
 - i. Raw Lake Water 02/13/2023 - 3.4 ug/L
 - ii. Raw Lake Water 02/20/2024 – Lab Run Failure
 - iii. All finished water samples were Non-Detect for Microcystin Toxin
 - iv. Continued lagoon effluent Microcystin monitoring (NPDES Permit)
 - v. Continued Microcystin for outside communities (Paulding, Van Wert, Delphos)
 - vi. Continued seasonal Microcystin testing of State monitored beaches on the lake.
 - 1. Camp Beach 09/19/2023 – 25.0 ug/L
 - 2. West Beach 09/19/2023 – 21.7 ug/L
 - 3. East Beach 09/19/2023 – 25.0 ug/L
 - 4. Windy Point Beach 09/19/2023 – 15.2 ug/L
 - b. WTP Buildings, Grounds, & Operations:
 - i. Carbon Exchange for tank #2 scheduled for April 2nd, 2024
 - ii. WTP fence painting, purchased paint to complete in Spring 2024
 - iii. Helping organize Water Distribution into GAC Facility basement
- 3. Water Dept. Training
 - i. NW OAWWA District meeting scheduled for April 18th, 2024
 - ii. Technology Committee Meetings
 - 1. Zoom meeting completed on February 20th, 2024
 - 2. Sludge Handling Sub-Committee, TBA
- 4. Bryson Pool Operations
 - a. Big Slide
 - i. Sanding and re-gel coat – spring 2024
 - ii. Replacement recommended within 4 years
 - b. Pool season completed for 2023
 - i. Winterization process completed
 - ii. Main Pool pumps cleaned, rust inhibited and primed. Final painting to be completed in spring of 2024.

Wastewater

1. Covered holes in RAS/WML totalizer panel from old set point controllers
2. Prepped walls for painting in mechanical bar screen room; painted walls
3. Transferred calcium nitrate to Walmart and Eaglebrooke chemical feed stations
4. Worked on freeing up stuck backflow valves @ Eaglebrooke LS
5. Collected #3 Biosolids fecal sample; #4 Biosolids fecal sample
6. Replaced bad MultiSmart batteries at 4-H, Myers Rd, Kingswood, Bruns, and Fairgrounds LS
7. Completed and submitted January eDMR report to OEPA
8. Troubleshoot probe fault at Walmart LS (sensors fouled up / cleaned probe); cleaned probe again
9. Drained screening channels, removed backer plates and p-seals from primary channel gates for repair, worked on making the repairs
10. Met with Water Distribution to locate Fairground LS force main for Electric Dept boring project
11. Attended conference call with Jones & Henry to discuss bypass elimination project
12. Emailed Lori Komorowski to schedule Teams meeting with OEPA and Jones & Henry in mid-March to discuss progress of Bypass NFA Analysis project
13. Completed SOUR test on AD#2; transferred to sludge mixing tank
14. Scheduled TEAMS meeting with Jones & Henry, OEPA, City officials
15. Lowered floats in influent channel 5" so lag screw pump(s) come on at lower MGD flow to evaluate the effect on bypass events
16. Completed SOUR on AD#3

Electric Distribution

1. Set 4 poles
2. New Services
 - a. Underground 4
 - b. Overhead 1
3. Service Replacement
 - a. Upgrade Overhead 2
4. Street Lights
 - a. Repairs 3
 - b. Replaced 1
5. Underground Locates (OUPS) 63
6. Traffic Signals
 - a. Replace red light, northbound Myers and Lilac
7. Request or Miscellaneous Jobs
 - a. Move equipment at pole yard for stone piles
 - b. Assist Ohio City with service transfer
8. Trouble Calls
 - a. 2/10/2024- Bad underground secondary wire, Jewett Avenue
 - b. 2/14/2024- Bad transformer, 600 block N. Sugar
 - c. 2/18/2024- Bad primary underground, Shore and Leisure Lane
 - d. 2/19/2024- Emergency locate- Kaymar Avenue water main
 - e. 2/21/2024- Broken cutout- Schleucher Road

9. Large Projects

- a. Continue work on Twp. Line for county road widening project
- b. Directional bore new lines for Market Hall- Fairgrounds

10. EV Charging Stations

- a. Number of Sessions- 4
- b. Total Length of Sessions- 33 hours 50 minutes