

## **Administrative Report**

**May 6, 2022 to May 19, 2022**

### **Administration**

1. Boat Docks on West Bank Road have all been rented out for this Summer. We do have boat docks available at the Hot Water Hole for \$330.00 for the Summer.

### **Engineering Department**

1. Department Projects:
  - a. Zoning Permits//311 updates //Code Enforcement//Planning Commission Meeting Schedule// //Organizing Maps & Plans// //Street Projects//Bryson Park Restroom//Fulton St. project//street resurfacing
2. Zoning Permits:
  - a. 815 E Wayne St- fence
  - b. 1612 Settlers Ln- shed
  - c. 653 Willow St- fence
  - d. 646 W Anthony St- accessory bldg.
  - e. 1448 Irmscher Blvd-pool
3. Plumbing Permits/Inspections (4)
4. Code Enforcement:
  - a. Removal of signs in right-of-way
  - b. 648- N Walnut- grass
  - c. 649 N Walnut St- grass
  - d. 650 Maple St- trash
  - e. 225 S Ash St- trash
  - f. 553 E Livingston St- trash
  - g. 716 Echo St- trash
  - h. 224 N Enterprise- grass
  - i. 535 Sycamore St- grass
  - j. 1121 Grand Ave- grass
5. Board of Zoning Appeals:
  - a. Meeting being scheduled in June for a variance for a detached garage. Still in preliminary phase.
6. 2022 Construction Update
  - a. Lions Club Building
    - i. Plans have been prepared and are at present being reviewed for changes before being put out for bids.
    - ii. This project is to be advertised 4-7-22 and 4-14-22. Bid opening will be held 4-28-22 at 10am.
    - iii. This project is to be advertised 5-5-22 and 5-12-22. Bid opening will be held 4-19-22 at 10am.
    - iv. **Bid opening on 5-19-22 presented 2 bidders: Muhlenkamp Building Corp. and Alexander & Bebout, INC. The bids are currently under review.**

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 will be held today, 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. A pre-construction meeting was held on 3-22-22. The Shelly Company plans to have their mill crew move in the week of April 11th with paving to start later that week. (weather depending)
- vi. Street Resurfacing started north of Myers Road in the Meadowview area on April 14th. The milling crew will progress to the southwest with the paving crew following just a couple days behind them.
- vii. This project continues with a couple setbacks due to weather. North of Myers Road Meadowview area is complete as well as Industrial Drive and Warrick. Holly, Rosewood and Lilac area will be paved the week of the 9th and they will progress to the west.
- viii. We are approximately half way through our resurfacing project. Crews have moved to the Bruns/Wheatland area after completing Orchard, Oak and Leona, and Summit. They also plan to have Lake Shore drive completed and open by this weekend.**

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.
- iii. This project is underway. Hohenbrink Excavation has removed asphalt in the 400 and 300 blocks of West Fulton St. They have started at the west end with storm sewer installation, and will continue to move towards Main Street in the upcoming weeks. Their schedule shows them completing all storm sewer in Phase 1 (west of Main St.) by March 24th before beginning water line installation on the 25th.
- iv. Hohenbrink has started waterline installation as of March 23rd. They completed their 20" tie in at sugar street and have mainline installed heading west past mill street. They continue to make good progress despite a couple rain delays.
- v. Phase 1 continues. Hohenbrink has all water main installed and continues to install STM structures. The plan is to pressure test the main next week before installing service lines. All is going according to plan and on schedule.
- vi. Hohenbrink continues to work on water services and has 2 main tie-ins they plan to have completed by the 29th. Once the water utilities are

- installed they will begin excavation and placement of the aggregate base roadway.
- vii. All water main and service lines are complete for phase 1. Hohenbrink is completing some storm work the week of the 9th and plans to begin roadway excavation and curb work the week of the 16th.
  - viii. **Roadway excavation and subbase improvements continue through this week in Phase 1 (main to west). No scheduled date for curb work yet as crews ran into some gas line conflicts that are to be resolved toward the end of this month. To keep moving forward Hohenbrink plans to start some milling and removals in Phase 2 (buckeye to east) in the next week.**
- d. West Bank Road Development (Utility Extension)
    - i. This project was advertised on February 10th and 17th 2022. The bid opening will be Thursday, February 24th at 11:00am.
    - ii. The bid opening for this project was held on February 24th, 2022, and our Engineer's Estimate was \$160,000. Bruns Construction was the apparent low bidder at \$132,954. The notice of award was sent on March, 4th and we have a final completion date of July 1st, 2022.
    - iii. A pre-construction meeting has been scheduled for March 31st.
    - iv. Bruns Construction plans to start this project the week of April 11th.
    - v. **Bruns Started work on May 9th. The first week they completed the sanitary bore across 127. This past week they have worked on setting catch basins and 24" pipe install. They are working their way to the north and should reach west bank road by the end of next week.**
  - e. Lakeshore Park Basketball Court
    - i. Degen Excavating Company out of Lima, OH was given Notice of award on October 19th 2021. They intend to begin work come spring with a substantial completion date of May 15th 2022.
    - ii. A pre-construction meeting has been scheduled for March 30th.
    - iii. Degen Excavating plans to start this project mid-April (weather depending).
    - iv. April 11th was the first day of work. The stone base for basketball court is in and Degen has started installing sidewalk on the back side of court. They continue to pour sidewalk and plan to have all concrete completed by April 29th.
    - v. All sidewalk and basketball court concrete is installed. Some finish grading and basketball pole installation will happen the week of the 9th. Taylor Painting plans on moving in when we have consistent warmer weather for the paint to adhere properly.
    - vi. **Seeding and grading is complete and Taylor Painting plans to do their work the first or second week of June to allow the concrete to cure for a minimum of 30 days before they apply paint.**

### **Fire Department**

- 1. Runs to Date:
  - a. Squad- 66; Total- 722

- b. Fire- 21; Total- 116
  - c. Primary Squad Runs & Assist for other Branches- 2; Total- 23
- 2. Assisted Coldwater Fire Department with the aerial ladder on a fire at the former furniture store at 117 W. Main Street Coldwater on Friday evening May 13<sup>th</sup>
- 3. Had a small fire at Crown Equipment on Monday afternoon May 16<sup>th</sup>. They were doing maintenance on a machine when a spark ignited some dust and activated the sprinkler system. Approximately \$2,000.00 in damage.
- 4. Civil Service Agility Test was conducted on Monday May 16<sup>th</sup> for the 4 candidates who were eligible for a full time position

### **Police Department**

- 1. Calls for service- 692
- 2. Reports written- 192
- 3. Arrests- 21
- 4. Citations- 12
- 5. Crashes- 13
- 6. Warnings- 36
- 7. Reports of Interest:
  - a. On May 13<sup>th</sup> Celina Police Department was called to investigate theft of tools from a truck. The theft totaled over \$4,000.00 worth of tools used for the victims employment. It was later found that the thief also gained entry into a nearby garage and stole golf clubs. Officers were able to identify a suspect, make an arrest and recovery most of the stolen property. The 31-year-old male facing felony charges as well as burglary charges.
- 8. Total Police Department Calls for Services, YTD: 6,305

### **Parks and Recreation**

- 1. Baseball and Softball games are going well
- 2. Our baseball umpire situation is tenuous but right now we have enough
  - a. We have had some volunteers fill in so that only 1 minor league baseball game was umpired by coaches
- 3. All games on 5/19/2022 were cancelled due to recent rain
- 4. Planning for the soccer and football registration/seasons has started

### **Parks Maintenance**

- 1. Dump trash from parks
- 2. Clean restrooms
- 3. Clean up after geese
- 4. Working on equipment
- 5. Working on ball diamonds for High School Spring sports
- 6. Started mowing parks

### **Public Works**

- 1. Work on equipment
- 2. Handed out notices to residents for start of (Resurfacing Project 2022)
- 3. Worked on asphalt from waterline repairs, gas, and street repairs

4. Street repair on Canterbury Drive
5. Swept the streets throughout the town
6. Installed catch basins at Bryson Park and hauled in dirt to fill in area with water problems
7. Dura Patched Alleys

### **Sewer Collection**

1. Locates for utilities
2. Jet sanitary and storm sewers
3. Clean catch basins
4. Hydro excavate for sewer repairs
5. Completed tap locations for residents with sewer issues (locates)

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

1. Billed 2,072 customer billings
2. Sent out 389 delinquent notices
3. Shut off 21 customers
4. Worked on finals/refunds

### **Water Treatment Plant**

1. Water Distribution
  - a. Water meter replacement program
  - b. Service installed at Foundations
  - c. Working to install services for triplex beside golf course
  - d. Lead service line research & replacement program
    - i. Replacing services on Fulton Street Project
    - ii. Locating services on the following streets
      1. N. Ash St. & N. Walnut St. (2023 Street Projects)
        - a. Pothole within the next few weeks
      2. Echo St. & Sycamore St. (2023 Street Projects)
        - a. Found no lead, but a few galvanized
  - e. Fulton Street Project
    - i. Main St. – West water main completed, connecting services
    - ii. Starting at College heading West, Mid-May 2022
2. Water Plant
  - a. Continued weekly sampling for Microcystin analysis:
    - i. Raw Water 05/11/2022 – 19.20 ug/L
    - ii. Raw Water 05/18/2022 – 17.00 ug/L
    - 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)
  - b. WTP Buildings, Grounds, & Operations:

- i. Driveway & S. Parking Lot, concrete to be started next month after pool painting
    - ii. Chem Lab Re-Certification scheduled for May 19<sup>th</sup>, 2022
  - c. WTP Maintenance
    - i. Carbon exchange for tank #8 scheduled for July 5<sup>th</sup>, 2022
    - ii. 1952 Settling Basins, OEPA Sanitary Survey hit, repair crumbling concrete
      - 1. N. Settling Basin
        - a. Loose wall concrete removed, reformed and poured
        - b. Flaking at grating to be patched
      - 2. S. Settling Basin
        - a. Flaking at grating to be patched
      - 3. Sand Filter inlet trench
        - a. Exterior wall flaking to be patched
      - 4. Recarbonation Basin
        - a. Exterior wall flaking to be patched
        - b. Top of wall into #2 Ozone Contactor to be removed & patched
    - iii. WTP Bldg. exterior cleaning & prep for foundation painting, after pool startup
- 3. Water Dept. Training
  - i. 5 guys attended training at the Elks, Wednesday May 18<sup>th</sup>, 2022
  - ii. Technology Committee Meetings
    - 1. Scheduled zoom meeting completed May 17<sup>th</sup>, 2022
    - 2. Sludge Handling Sub-Committee, TBA
- 4. Bryson Pool Operations
  - a. Pool, closed for season, Planned opening date Saturday June 4<sup>th</sup>, 2022
    - 1. Pool painting project
      - a. Re-painted pool, including steps, deep end, and all striping
    - 2. Main pool pump elbow cracked, repair completed
    - 3. Changing area curtain replacement
      - a. Stall walls received, old removed, install new next week

### **Wastewater**

- 1. Submitted April eDMR to OEPA
- 2. Met with OEPA officials to discuss Bypass Elimination
- 3. Bret Bender/Electro Controls installed larger transformer for blower cooling fan in Universal blower panel; their electrician removed feed breaker and reinstalled properly
- 4. Pumped out rainwater from sludge storage tanks with 4" Global pump
- 5. Removed heater, temperature monitors, and insulation from wasting tank valve pits
- 6. Rick Arnold completed ww fiber splicing, checked light path at Utilities office and path not connected, called Mark Alspaugh to see if he could meet with Rick

7. Updated sanitary system improvements list for OEPA correspondence
8. Reviewed City-County Agreements for SSD
9. Replaced MultiSmart display at Bruns with original/repared unit
10. Completed wiring connections on new aerobic digestion blower control panel & blower enclosure cooling fan
11. Mowed grass at Kingswood pump station and raked up clumped grass
12. Replaced panel fan thermostat in new aerobic digester blower with correct part and commissioned blower and observed
13. Performed alarm and lag pump float modifications in raw sewage wet well channel to correct phantom level alarms and lag pump running at low flow
14. Cleaned impeller and suction area of sludge of sludge transfer pump and inspected discharge check valve for proper operation
15. WWTP Plant Operator III Scott Conn attending OEPA contact hour course at Celina Elks Lodge conference area
16. Assisted Water Distribution with annual inspection of Wastewater Department backflow preventers
17. Working on new scroll air compressor installation project
18. WWTP Assistant Superintendent, Operator IV Jason Andrews and WWTP Plant Operator III Scott Conn attending OEPA contact hour course at Celina Elks Lodge conference area

### **Electric Distribution**

1. Set 3 poles
2. New Services
  - a. Underground 1
3. Street Lights
  - a. Repairs 3
  - b. Replaced 1
4. Underground Locates (OUPS) 125
5. Traffic Signals
  - a. Market and Buckeye- in conflict, repaired
6. Request or Miscellaneous Jobs
  - a. Helped put tent up at Bryson Park
  - b. Put flower baskets up on Main Street and West Bank Road
7. Trouble Calls
  - a. 5/11/2022- Bad transformer- West Logan
  - b. 5/15/2022- Replaced/moved transcloser at new Grand Lake Eye care
8. Large Projects
  - a. Fleetfoot and Brown Roads- line extension for Murlin farms
  - b. Directional Bore- Highland Park for primary underground
  - c. Directional Bore- Fulton Street for new street lighting
  - d. Continued pole replacement on Riley/Deford
9. EV Charging Stations
  - a. Main Street- 1 usage on 5/7/2022 for 27:40
  - b. Walnut Street- 1 usage on 5/17/2022 for 44:36