

Administrative Report
May 7, 2021 to May 20, 2021

Administration

1. The pool will be open beginning June 1, 2021. Lifeguards who need to be certified are signed up for the class.
2. 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.
3. 23 new items have been posted on Gov Deals—see attached list
4. New hires- (Full-Time Public Works and Seasonal & Pool Workers)

Engineering Department

1. Department Projects:
 - a. Zoning Permits//311 updates //Code Enforcement//Planning Commission Meeting Schedule// //Organizing Maps & Plans// //Street Projects//Eaglebrooke Subdivision
2. Zoning Permits:
 - a. 530 W. Wayne St.-shed
 - b. 610 Maple St.- fence
 - c. 221 S. Brandon St.- residential addition
 - d. 303 E. Wayne St.- shed/garage
 - e. 1377 Michael Ave.- residential addition/pool
 - f. 317 Summit St.- residential addition
 - g. 206 Magnolia-accessory building
 - h. Sanitary inspections (2)
3. Code Enforcement:
 - a. Removal of signs in right-of-way
 - b. 909 Willow St.-grass
 - c. 528 Sycamore St- grass
 - d. 515 Sycamore St-grass/trash
 - e. 227 N Bandon St- grass
 - f. 625 W Anthony St- grass
 - g. 649 N Walnut St- grass/trash
 - h. 310 N Mill St- grass
 - i. 538 Touvelle- grass
 - j. 542-544 Touvelle- grass/trash
 - k. 517 Echo St- grass/trash
 - l. 621 Echo St- grass /trash
 - m. 123 N Lake St- grass/trash
 - n. City mowed four (4) properties
4. Planning Commission:
 - a. Currently scheduling meeting for a meeting on May 27, 2021 for Thieman Tailgate expansion.
5. Board of Zoning Appeals:
 - a. Meeting on May 11, 2021 to hear cases filed by Ronald Luebke to place a garage on empty lot on NE corner of Jill Ave and Heirholzer St. (Denied) Another case

filed by Wynk's of 1377 Michael Ave to build a great room that does not meet setbacks. They also are putting pool with a fence. (Approved)

6. 2021 Construction Update:

1. 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 13th 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. The contractor is planning to start this project May 3rd. They will begin with the milling of pavement on the 3rd and this will be followed by the paving on the 6th. We have added a portion of Jill Ave. from Touvelle to Michael and two parking lots to this project, one at the City Building and the other at the lot located at Walnut and Fayette. The contractor began work Monday 5/17/2021 milling the existing pavement on Irmscher Blvd. in preparation for the resurfacing. The contractor will be working on the streets located on the east side of the City and progress to the west side. Currently (5/20/21) they have begun the resurfacing on Irmscher, Majorki and Eaglebrooke Pkwy. The milling operation is progressing to the east and currently they are working on Lilac and Hemlock. Wednesday of next week they plan to pave the City building parking lot.

City forces are currently removing the concrete parking lot at the City Building and preparing to remove pavement on Jill Ave. This work is complete and ready for the contractor to place the asphalt pavement.

2. Bryson Park Restroom:

Plans have been prepared and are at present being reviewed before being put out for bids. The plans are complete and it will be put out for bids with a bid opening date of 3/25/2021.

The Engineers Estimate for this project was \$250,000.00. Bids were opened and Bruns Construction Enterprises Inc. dba RCS Construction was the low bidder at \$234,900.00. This project was awarded and the notice to proceed was issued on 4/6/2021. At this time Bruns is scheduled to begin this building mid-July.

3. Celina Community Parks Building:
Plans have been prepared and are at present being reviewed for changes before being put out for bids.
4. 509 W. Fulton Street Demolition:
The City accepted bids for this project on March 11, 2021 with A 1 Land Development was the apparent low bidder at \$73,850.00. This project was awarded to A 1 Land Development and they are scheduled to begin the demolition mid-June.
5. Storage Building:
The city accepted bids for this (Electric Dept.) Storage Building on May 13, 2021 and there were 5 bidders. The Engineers Estimate was \$475,000.00. The apparent low bidder was Acron Builders from Arcanum, Ohio with a bid of \$339,780.00. This building is to be completed by November 15, 2021.

Fire Department

1. Runs to Date:
 - a. Squad- 103; Total- 778
 - b. Fire- 17; Total- 132
 - c. Primary Squad Runs for other Branches- 2; Total- 36
2. Resealing of the City Hall brick is currently being completed by Wellman Bros.
3. At 7:52 PM on Thursday, May 6th we had a house fire at 513 E. Anthony Street which resulted in approximately \$10,000 damage. The fire was arson and is being handled by the State Fire Marshal Office, Celina Police Department, and the Celina Fire Department with charges pending. Celina Police Department also provided scene security during the investigation.
4. Assisted Mendon Fire Department with a fire in a barn at 6100 Tama Road on Saturday, May 8th at 1:15 PM. A van was destroyed, the barn and a new camper suffered moderate damage.
5. We responded to 6 gas leaks in the last 2 weeks
6. We flowed tested 16 hydrants on various mains on the city water system. This data is being provided to ISO for the department grading. The site visit by the Insurance Service Office has been completed and the results won't be available for approximately nine months.
7. Attended the Mercer County Fireman's meeting on Thursday, May 20th at the St. Henry Fire Department.
8. Agility testing was completed for the Civil Service exam on Wednesday, May 19th. Interviews have been scheduled.
9. Our annual aerial ladder testing and ground ladder testing has been completed.
10. On Memorial Day, the VFW requested our participation in the remembering Robert Edward Bailey, Shipfitter Third Class. A procession of the remains will be from Cisco Funeral Home to Coldwater VFW. Mr. Bailey died in the attack on Pearl Harbor December 7, 1941. He was aboard the USS Oklahoma Battleship when the attack occurred.

Police Department

1. Calls for Service- 571
2. Reports Written- 184
3. Arrests- 17
4. Citations- 14
5. Crashes- 11
6. Warnings- 35
7. Reports of Interest:
 - a. On May 6th at about 7:52 PM the Celina Police Department had two officers on the scene of a suspected arson fire at 513 E. Anthony Street. While officers were assisting the Fire Department with scene security and safety, the suspect, a 43-year-old woman who lived there, slapped a Celina Police Officer. A video from a neighbor had since gone viral.

The woman was arrested for assault on our officer and taken to Mercer County Jail where she did the same thing to a deputy. She remains in jail pending a Mercer County Grand Jury review for possible additional charges.
8. Total Police Department Calls for Services, YTD; 5,587

Parks and Recreation

1. Handling all activities at the Parks
2. Scheduling umpires for baseball and softball games

Parks Maintenance

1. Dump trash from parks
2. Repair shingles on Mercelina shelter house
3. Clean restrooms
4. Montgomery Field maintenance
5. Mow grass
6. Diamond maintenance for High School sports and Rec sports

Public Works

1. Repair gas patches
2. Work on equipment
3. Mow side ditches
4. Dig out areas needed for street resurfacing
5. Dura Patch alleys
6. Mow blighted properties
7. Install Municipal Parking Lot signs
8. Repair catch basins

Sewer Collection

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

Customer Accounts/Meter Readers

1. Billed 2,089 customer billings
2. Sent out 368 delinquent notices
3. Shut off 15 customers
4. Sent out final/refunds

Water Treatment Plant

1. Completed 51 microbiology samples
2. Water Distribution
 - a. Water meter replacement program
 - b. Lead service line research & replacement program
 - c. Handing out backflow overdue letters
 - d. Completed adding a fire hydrant on Summit Street
 - e. Helped with swimming pool startup
 - f. System dead-end flushing scheduled for May 17th – 21st
 - g. Sidewalk Repairs as of 5/14/2021:
 - i. 1125 West Bank Road
 - ii. 226 Enterprise Street
 - iii. 228 Enterprise Street
 - iv. 225 Enterprise Street
 - v. 211 Enterprise Street
 - vi. 1409 E. Livingston Street
 - vii. 902 Buckeye Street
 - viii. 837 Linden Street
 - ix. 401 E. Market Street
 - x. 1102 Buckeye Street
 - xi. 902 Holly Street
 - xii. 113 Wild Cherry Street
 - xiii. 614 Hoying Street
 - xiv. 1464 James Drive
 - xv. 1543 Greenview Drive
 - xvi. 1525 Greenview Drive
 - xvii. 1600 Settlers Lane
 - xviii. 909 Windsor Circle
 - xix. 1101 Kensington Lane
 - xx. 818 Kingswood Court
 - xxi. 901 Kingswood Court
 - xxii. 1201 Canterbury Drive
 - xxiii. 1247 Brooke Avenue
 - xxiv. 510 Jay Street
 - xxv. 830 South Street

xxvi. 910 Willow Street

3. Continued weekly sampling for Microcystin analysis:
 - a. Raw Water 05/11/21 – < 0.3 ug/L
 - b. Raw Water 05/18/21 – < 0.3 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)
4. Bryson Pool Operations
 - a. Pool closed for season
 - i. Pool season under way
 1. Start-up on schedule for the second week of June 2021
 2. Pool floor loose paint was ground off
 3. Pool floor & lane line paint, received, to be completed at the end of season
 4. Main pool recirculation pumps replaced and running
5. Water Dept. Training
 - i. Technology Committee Meetings
 1. Scheduled zoom meeting August
 2. Sludge Handling Sub-Committee, TBA
6. WTP Buildings, Grounds, & Operations:
 - a. South raw water pump, coupling problem, removed for coupling repair
 - i. North pump to be completed in a few months
 - b. WTP Maintenance
 - i. All outside valves to be exercised when WTP is shut down
 - ii. Recarbination, trenches, & #2 ozone contactor to be cleaned, after pool startup
 - iii. Carbon exchange for tank #8, scheduled for July 6th, 2021
7. WTP Capital Projects
 - a. 1974 Clarifier Replacement Project
 - i. DAF Facility Project, Due for completion August 2021
 1. WTP Entry
 - a. Block & brick completed
 - b. Doors and windows have been installed, need caulked
 - c. Electric has been started, needs outside lights
 - d. Stairway pour went south, removal and forming ongoing
 2. DAF Bldg.
 - a. Block and brick to be completed this week
 - b. Exterior doors and windows to be completed next week

- c. DAF trains are running for equipment checks, online June 1st, 2021
 - d. Catwalk area handrails being installed, @ 90%
 - e. Plumbing @ 95%
- 3. Bioreactor facility
 - a. Mixers completed
 - b. Electric @ 90%
 - c. Tanks filled, checked, and have sludge flow
 - d. Roof replacement at 90%, needs edges completed once brick has been completed
 - e. Handrail installation continuing, @ 75%
 - f. North clarifier demo and painting continuing

Wastewater

1. St. Mary's Operators made site visit to visual screw presses and UV disinfection
2. Completed SVI test on DAF sludge
3. Reported SSO event to OEPA
4. Reported bypass event to OEPA
5. Worked on Spring maintenance
6. Mowed
7. Picked up repaired #1 Barnes bypass pump in Piqua; set in wetwell
8. Hexagon Technologies completed polymer jar testing
9. Troubleshoot #2 Ditch/#2 Aerator tripping out (found bad EASI power correction capacitor); temporary bypassed to keep from tripping; consulted with Scott Gehle and determined not needed
10. Jason and Kerry met with SSD and Mayor to discuss response letter to OEPA electronic letter received regarding bypass elimination
11. Took Adam Barhorst/Electro Controls to all lift stations to inspect SCADA equipment and needs to provide quote
12. VTF poured flow channel in Scotty's LS old wetwell to make it a finished receiving manhole to new wetwell
13. Mailed follow-up letter to OEPA regarding bypass elimination, provided precipitation data and bypass/sso data that was requested
14. Requested quote from INOHVA Pneumatics for Universal Blower PAC
15. Emailed Scott Gehle to see if spare vfd unit in storage (from WTP) would work for new future 25 HP blower for cost savings
16. SSD stopped to view new screw presses in operation

Electric Distribution

1. Set 7 poles
2. New Services
 - a. Underground 1
3. Street Lights
 - a. Repairs 3
 - b. Replaced 2

4. Underground Locates (OUPS) 81
5. Request or Miscellaneous Jobs
 - a. Replace pole from accident on State Route 49
 - b. Put up flower baskets
 - c. Repair transcloser on Meadowview
 - d. Replace transformer on Meadowview, hit by riding mower
6. Trouble Calls
 - a. 5/9/2021- Frahm Pike- broken riser wire
 - b. 5/15/2021- Hellwarth Road- guy wire cut by lawn mower
7. Large Projects
 - a. Directional bore along State Route 703
 - b. Replace poles on Fayette Street, Jewitt Drive, Tama Road, and May Drive
 - c. Set remote read meters
 - d. Move and cover lines for County bridge project

Income Tax – April 2021

	2019	2020	2021	2019	2020	2021	2019 vs 2020	2021vs 2020
	Month-to-date	Month-to-date	Month-to-date	Year-to-date	Year-to-date	Year-to-date	Year change	Year percent
Business	47,004.68	220,704.29	298,006.96	118,312.58	336,475.56	444,167.50	107,691.94	32.0
Non Resident Bus	8,914.91	19,866.53	25,657.87	23,650.02	30,727.64	37,070.69	6,343.05	20.6
Resident	179,793.14	153,068.45	130,992.45	355,426.05	357,145.77	261,160.48	-95,985.29	-26.8
Non-resident	15,284.23	12,558.65	15,238.55	31,139.58	27,621.04	28,735.62	1,114.58	4.0
Withholding	391,050.72	351,159.45	370,312.53	1,462,399.46	1,454,042.92	1,497,284.82	43,241.90	2.9
Non Resident W/H	13,811.40	11,467.80	10,431.52	48,474.26	41,435.78	42,616.58	1,180.80	2.8
Grand Total	655,859.08	768,825.17	850,639.88	2,039,401.95	2,247,448.71	2,311,035.69	63,586.98	2.8

	2018	2019	2020	2021
January	\$476,665.83	\$457,302.65	\$458,919.27	\$572,934.33
February	\$400,627.74	\$416,481.74	\$466,258.90	\$395,309.69
March	\$489,686.20	\$509,758.48	\$553,445.37	\$492,151.79
April	\$676,370.43	\$655,859.08	\$768,825.17	\$850,639.88
May	\$805,364.57	\$828,197.94	\$495,500.19	
June	\$592,217.55	\$754,024.14	\$625,636.75	
July	\$446,556.17	\$434,062.65	\$466,411.86	
August	\$364,374.69	\$393,088.65	\$539,462.46	
September	\$695,848.58	\$647,270.08	\$581,692.39	
October	\$475,426.79	\$489,731.44	\$431,152.95	
November	\$404,081.65	\$410,789.77	\$436,695.93	
December	\$627,345.52	\$580,818.02	\$614,341.53	
Grand Total	\$6,454,565.72	\$6,577,384.64	\$6,438,342.77	

Gov Deals

Celina, Ohio

2021

ID	Description	Buyer	Buyer's City	Buyer's State	Sold Amount	Gov Deals Fee	Department
121	1997 Centrisys Centrifuge, Model CS14-4	Pat Kelly	Camden	New Jersey	\$10,200.00	\$765.00	WWTP
122	1997 Jones+Atwood Shaftless Screw Conveyor	Pat Kelly	Camden	New Jersey	\$60.00	\$5.00	WWTP
123	Catepillar Broom Attachment	Jeff Vance	Columbus Grove	Ohio	\$1,958.00	\$146.85	Police
124	Marathon Autonomous Targets T-20	Brad Brown	Tanner	Alabama	\$5,000.00	\$375.00	Police
125	Zip Line Tower by Extreme Engineering	Brian Schaper	Ft. Wayne	Indiana	\$20,200.00	\$1,515.00	Police
126	Crown Cement Mixer	Josh Dudenhoeffer	Jefferson City	Missouri	\$1,550.00	\$116.25	Police
127	Crown Mortar Mixer	Josh Dudenhoeffer	Jefferson City	Missouri	\$1,703.00	\$127.72	Police
128	MGPTS Tents	Jeff Yost	Clare	Michigan	\$801.00	\$60.07	Police
129	2009 Ford Police Interceptor (Crown Victoria)	Steve Minter	Birmingham	Alabama	\$2,475.00	\$185.62	Police
130	2002 Chevrolet Venture	Brendan Post	Bronson	Michigan	\$410.00	\$30.75	Police
131	2006 Mazda 5	Doug Bowsman	Lewisburg	Ohio	\$370.00	\$27.75	Police
132	Olympic Bench Press						Police
133	Life Fitness Bicep Curl Machine						Police
134	Dumbbell Rack						Police
135	Universal Lateral Pull Down						Police
136	Hammer Strength Power Rack						Police
137	Life Stationary Bicycle						Police
138	Life Fitness Treadmill						
139	Hammer Strength V-Squat Machine						Police

140	Sius Ascor Target System						Police
141	Roman Chair						Police
142	2011 Ford Police Inceptor Sedan (aka: Crown Vic.)						Police
143	2013 Dodge Charger Police Vehicle						Court
144	Gundos Air Hog and Oiler						Water Distribution
145	J&M Running Gear						Water Distribution
146	Ditchwitch 1995 JT820 Directional Drill Bore Machine						Water Distribution
147	Mueller B-1 Tap Machine						Water Distribution
148	Running Gear						Water Distribution
149	Crown Cement Mixer	This item was removed from Gov Deals- already sold					Police
150	Bicycles- Lot #1						Police
151	Bicycles- Lot #2						Police
152	Bicycles- Lot #3						Police
153	Bicycles- Lot #4						Police
154	1985 CCC D+Semi-Tractor						Police
155	Husqvarna Concrete Saw						Police
	TOTAL				\$44,727.00	\$3,355.01	