

Administrative Report

July 24, 2020 to August 6, 2020

Administration

1. Boat Docks are available for rent for the season:
 - a. August 1st- November 1st- \$110.00
 - b. West Bank Road has 5 boat docks available
 - c. Hot Water Hole has 25 boat docks available
2. Bryson Swimming Pool has openings during the week for private pool parties for August

Engineering Department

1. Zoning Permits:
 - a. David Gossman- 140 Enterprise- SF Dwelling
 - b. Stephanie Piper- 301 Grand Lake- Accessory Bldg.
 - c. CG&H Builders- 650 N Main St- Residential Addition
2. Zoning Violations:
 - a. 1130 W Logan St. – storage of inoperable vehicle(s) near R district
3. Code Enforcement:
 - a. 925 W. Logan St. – grass and trash
 - b. S. Main St. (old racquet club)- grass certified letter
 - c. 903 N. Sugar St. - grass
 - d. 1911 Havemann Rd empty lot by Dollar Tree – grass
 - e. 1971 Havemann Rd. (Cashland) – grass (certified letter)
 - f. 1109 Fairground Rd- grass
 - g. 1203 Fairground Rd- grass
 - h. 1121 Sunset- trash/grass
4. Planning Commission:
 - a. Meeting Scheduled for August 20, 2020 to hear cases by Mid America Properties (Meadowview Dr.), National Mutual Insurance (638 N. Walnut St.), James Chilimigras (6301 US 127) and Summit Locations (1845 E. Market St.), Boardwalk District (West Bank Rd), David Geisege (Friendly Markets)
5. 2020 Construction Updates:
 - a. 2018 East Livingston Street Improvements:**
 - i. PAB Construction Co. has completed the Livingston St. project, phases 1 and 2 with the exception of a final punchlist. Punch List completed.
 - b. 2020 Street Resurfacing Project:**
 - i. 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 will begin advertising for bids with a bid date of August 13, 2020.
 - c. 2020 ODOT Resurfacing (North Main St.):**
 - i. The Ohio Department of Transportation (ODOT) has contracted with The Shelly Co. to resurface N. Main St. from Fulton St. to the northern City Limits on Main St. This project has a June 30th completion date and a

contract bid price of \$493,173.00. The pre-construction meeting was held by ODOT on March 13th. The Shelly Company began work on Wednesday 5/20/2020 milling the existing pavement. They began the paving operation on Tuesday 5/26/2020 and finished all of the paving on Tuesday 6/2/2020. The pavement marking was also placed this date. This project was completed 6/22/2020.

d. 2020 (ODOT) West Market Street Reconstruction:

- i. ODOT accepted bids for this project Thursday 1/23/2020. The Engineers Estimate for this project was \$1,718,000.00. The apparent low bidder was Milcon Concrete Inc. from Troy, Ohio with a bid of \$1,676,869.00. ODOT has awarded Milcon Concrete this project. This project has a completion date of 9/30/2020 and an interim open to traffic date of 8/31/2020. A pre-construction meeting was held by ODOT on March 26th. Milcon Concrete intends to start this project mid-April. This project begins west of Landmarks west property line and ends on the west side of the Walnut St. intersection. This project includes all new asphalt pavement (12" Thick), all new storm sewers on both sides of the street, new concrete combination curbs and gutters, new concrete sidewalks and new concrete driveways. At the end of this project the City Electric Dept. will be installing new street lighting.
- ii. Milcon Concrete began work Monday 4/20/2020. This project will be constructed in 4 phases:
 1. **Phase 1:** Install all of the storm drainage while maintaining traffic except for storm sewer crossings in the street.
 2. **Phase 2:** Close and reconstruct Market St. from the West end of the project to Mill St. and including the Mill St. intersection. The contractor will have 3 weeks to complete this phase and reopen this section of Market St.
 3. **Phase 3:** Close and reconstruct Market St. from Mill St. to Walnut St. The contractor will have 90 days to complete this phase and reopen this section of Market St.
 4. **Phase 4:** Place the surface course of asphalt for the entire length of the project.
- iii. On 4/22/2020 the contractor began the storm drainage on the west end of the project. The storm sewer work was completed 5/29/2020. On 6/1/2020 the contractor began phase 2 of this project by closing Market St from just east of Mill St. to just west of Landmark's property. This phase of construction was completed and open to traffic on 6/22/2020. The Phase 3 closing of Market St. (Mill St. to Walnut St.) began 6/16/2020 and the street was closed to all traffic 6/22/2020. The excavation of the street and the placement of the aggregate base was completed 7/1/2020. The installation of new curbs began Thursday 7/2/2020 and was completed Monday 7/6/2020. The concrete placement for drives and walks was completed 7/16/2020. The intermediate course of asphalt was completed 7/31/2020 to complete Phase 3 of this project. Monday 8/3/2020 the

contractor began Phase 4 of this project by placing and completing the surface course of asphalt.

- iv. ODOT has informed the City that the surface course of asphalt may need to be removed and replaced due to it being out of tolerance for the specified specification.
- v. Due to not knowing the disposition of the surface course of asphalt the final pavement markings are on hold which will complete the project.
- vi. The natural gas lines in the area of this project have to be lowered before this project can get started. Dominion Energy has awarded this project to Middleton Mechanical. The natural gas line relocation is complete.

e. Police Department Cold Storage Building:

- i. The City took bids for this project on December 10, 2019. The Engineers Estimate for this building was \$400,000.00. There were 8 bids for this project with Miller Builder, LLC of Apple Creek, Ohio being the lowest with a bid of \$308,780.00. Miller Builder, LLC has been awarded the contract and this project has a completion date of September 1, 2020. The contractor did layout the building on 6/25/2020. On 7/28/2020 the contractor began work. They excavated for and placed concrete for the building footers. Then on 7/29/2020 they began placing forms for the foundation walls and then on 7/30/2020 they placed concrete for same. The building floor will be the next item of work to be completed.

f. (Water Treatment Plant) Dissolved Air Floatation System Equipment (Only):

- i. See Mike Sudman's Water Treatment Plant report.

Fire Department

- 1. Runs to Date:
 - a. Squad- 72; Total Year- 1,020
 - b. Fire- 15; Total Year- 199
 - c. Primary Squad Runs for other Branches- 1; Total Year- 41
- 2. Continue to work with the Health Department on the Coronavirus cases. Currently we have transported 32 cases of the virus.
- 3. We will have a squad at the harness races at the Fair on Sunday, August 16th
- 4. The Fair will have Fireworks this year. They will be held on Sunday, August 16th at 10 PM. The Fire Department will be completing the inspection and will be present during the display. The Mercer County Sheriff Department will be assisting.
- 5. The new fire engine nearing completion. It is currently being pump test for certification. We will be traveling to Appleton, Wisconsin on Monday, August 24th for final inspection and training. Deliver will be sometime early September barring any changes.

Police Department

- 1. Calls for Service- 574
- 2. Reports Written- 71
- 3. Arrests- 24
- 4. Citations- 16
- 5. Crashes- 8

6. Warnings- 29
7. Reports of Interest:
 - a. The Celina Police Department on behalf of the City of Celina banned a 38-year-old man from City property this week. In particular, parks, and the pool.

Recently the pool manager inquired about the man saying patrons were concerned about him and his apparent interest in children.

On or about the 28th of July a Mercer County Sheriff Office Deputy was taking lunch at Eastview Park when approached by a parent concerned about the man swimming in his underwear and engaging children in conversation.

Then on August 3rd the same man was reported to be in street clothes on the splash pad with children asking personnel questions to young girls.

Police made contact with the man and put the ban in place warning him against trespassing. During that conversation he attempted to hinder the investigation by giving false information to the officers. A complaint was filed and he was arrested the next day on a warrant for obstructing. He did resist arrest, however, there were no injuries to either the suspect male or officers.

8. Total Police Department Calls for Services, YTD: 9,089

Public Works

1. Removed asphalt at Westview Park for Softball Boosters Batting Cage Project

Customer Accounts/Meter Readers

1. Billed 2,737 customer billings
2. Sent out 396 delinquent letters
3. Shut off 50 customers

KWH Tax July 2020

	Number of KWHs Distributed	Tax
Inside Accounts	12,823,772	\$53,348.91
Outside Accounts	<u>8,411,198</u>	<u>\$33,307.03</u>
Total for All Accounts	21,234,970	\$86,655.94

Water Treatment Plant

1. WTP Capital Projects
 - a. 1974 Clarifier Replacement Project
 - i. AWC by-weekly phone meetings completed, project on schedule for 10/2020

- ii. Sludge and air testing with OSU ongoing, additional samples were collected on 2/7/20 and 7/24/20, waiting on results
- iii. Building bid completed
 - 1. Peterson Construction Co - \$4,690,000
 - 2. Kirk Brothers Co., Inc. - \$5,250,000
- iv. Pre-Construction meeting completed Wednesday August 5th, 2020
 - 1. Peterson Construction to mobilize this this week

Wastewater

- 1. Precise Pile Driving dug footer for bunker addition; poured footer and installed water supply line; formed and poured foundation wall
- 2. Replaced power supply on Final building NE LED wall pack

Electric Distribution

- 1. Set 8 poles
- 2. New Services
 - a. Underground 2
 - b. Overhead 2
- 3. Service Replacement
 - a. Upgrade Overhead 1
- 4. Street Lights
 - a. Repairs 4
 - b. New Installs 1
 - c. Replaced 1
 - d. Pole New/Replace 1
- 5. Underground Locates (OUPS) 75
- 6. Trouble Calls
 - a. 7/23/2020- E. Anthony Street- tree limb on lines
 - b. 7/25/2020- 4000 block Fairground Road- bad transformer
 - c. 7/27/2020- Weitz Road Miller Road areas- storm outages
 - d. 7/27/2020- Miller Road- bad transformer
 - e. 7/28/2020- Wayne and Grand Lake Road intersection- traffic accident- traffic controller and pole struck- minor damage
 - f. 7/30/2020- open green box- was CATV
- 7. Large Projects
 - a. Continue work on primary UG replacement- west of Grand Lake Road north of railroad tracks energize new 3 phase UG; work on 1 phase feeds west for Devonshire and Cumberland areas
 - b. Pull wire for new street light feeds- W. Market Street Project

Income Tax – July 2020

	2018 Month-to-date	2019 Month-to-date	2020 Month-to-date	2018 Year-to-date	2019 Year-to-date	2020 Year-to-date	2020 vs 2019 Year change	2020vs 2019 Year percent
Business	3,322.00	23,708.00	28,406.69	542,174.01	619,035.26	603,520.387	-15,514.39	-2.5
Non Resident Bus	935.00	853.25	9,428.00	49,082.23	63,934.88	55,735.97	-8,198.91	-12.8
Resident	20,787.41	27,725.26	90,317.42	589,043.37	640,937.72	579,744.43	-61,193.29	-9.5
Non-resident	2,820.29	683.00	10,188.55	63,622.06	62,873.69	61,225.77	-1,647.92	-2.6
Withholding	402,480.67	367,339.38	316,103.51	2,562,087.29	2,585,128.07	2,461,876.72	-123,251.35	-4.7
Non Resident W/H	16,210.80	13,753.76	11,967.69	81,479.53	83,777.06	72,893.75	-10,883.31	-12.9
Grand Total	446,556.17	434,062.65	466,411.86	3,887,488.49	4,055,686.68	3,834,997.51	-220,689.17	-5.4

	2017	2018	2019	2020
January	\$516,516.97	\$476,665.83	\$457,302.65	\$458,919.27
February	\$380,935.74	\$400,627.74	\$416,481.74	\$466,258.90
March	\$553,910.83	\$489,686.20	\$509,758.48	\$553,445.37
April	\$694,964.08	\$676,370.43	\$655,859.08	\$768,825.17
May	\$704,868.16	\$805,364.57	\$828,197.94	\$495,500.19
June	\$526,539.06	\$592,217.55	\$754,024.14	\$625,636.75
July	\$473,797.12	\$446,556.17	\$434,062.65	\$466,411.86
August	\$358,417.44	\$364,374.69	\$393,088.65	
September	\$572,678.85	\$695,848.58	\$647,270.08	
October	\$454,378.79	\$475,426.79	\$489,731.44	
November	\$357,054.14	\$404,081.65	\$410,789.77	
December	\$484,723.58	\$627,345.52	\$580,818.02	
Grand Total	\$6,078,784.76	\$6,454,565.72	\$6,577,384.64	