

Administrative Report

September 11, 2020 to September 24, 2020

Administration

1. Boat Docks are available to rent until November 1, 2020
 - a. August 1st – November 1st- \$110.00**There are 3 boat docks available for rent on West Bank Road and only 1 boat dock at the Hot Water Hole has been rented. **
2. The Splash Pad will be closed on October 1st for the season

Engineering Department

1. Department Projects:
 - a. Zoning Permits//311 updates //Code Enforcement//Planning Commission Meeting Schedule//Cemetery Project//Organizing Maps & Plans//Celina Welcome signs//Street Projects//EPA SWMP
2. Zoning Permits:
 - a. SK Contracting- residential addition- 525 Maple St.
 - b. Jerry Voisinet- non res addition (Store & Lock)- 1845 E Market St
 - c. Working with contractors on E. Market St. project; assist at range
 - d. Permits for Street cuts for Dominion Gas Co. (2)
3. Code Enforcement:
 - a. Removal of signs in right-of-way
 - b. 509 E Livingston St- weeds
 - c. 649 N. Walnut St.-door hanger-junk
 - d. 920 Brandon-trailer- certified letter
 - e. 6301 US RT 127- legal notice in paper-mow
 - f. N. Main St. Michel Tire- certified letter to mow
4. Planning Commission:
 - a. Meeting held Thursday, September 24, 2020 to review site plan for 805 N. Main St. Current auto dealer would like to demolish building and build a new one on same lot. Also, revisit tabled case from August meeting concerning a digital billboard along SR 29 at Store & Lock.
5. Board of Zoning Appeals:
 - a. Meeting scheduled for October 8, 2020 to hear a case filed by Jeremy Lockwood to put a detached garage that exceeds the zoning size allowable for R-2 district.
6. 2020 Construction Update:
 - a. 2020 Street Resurfacing Project
This project is currently in the planning 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 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. A start date has not been determined, however it is looking like this project will not start until next spring.**

b. 2020 ODOT Resurfacing (North Main Street)

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.

c. 2020 (ODOT) West Market Street Reconstruction

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.

Milcon Concrete began work Monday 4/20/2020. This project will be constructed in 4 phases:

- Phase 1: Install all of the storm drainage while maintaining traffic except for storm sewer crossings in the street.
- 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.
- 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.
- Phase 4: Place the surface course of asphalt for the entire length of the project.

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.

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. After further review ODOT has determined that the asphalt surface course can stay in place with a 10% reduction in price.

The City has made it known to ODOT that the finished asphalt surface course is not satisfactory and the City is working with ODOT to resolve some of the issues. **On Tuesday 9/22/2020 the contractor began corrective work for the pavement in the area between Sugar and Walnut streets (sta. 11+50 to 12+75). This area was milled full width in order to remove deficient payment and then the following day they replaced this pavement. On Thursday the final pavement markings were placed to complete this project.**

Due to not knowing the disposition of the surface course of asphalt the final pavement markings are on hold which will complete the project.

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.

d. Police Department Cold Storage Building

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. The footings and foundation walls were completed 7/30/2020. The concrete floor for the building was completed 8/26/2020. The wood framed walls were completed 9/12/2020. The contractor is currently not working as they are still waiting on the fabrication and delivery of the wooden roof trusses.

e. (Water Treatment Plant) Dissolved Air Floatation System Equipment (Only)
See Mike Sudman's Water Treatment Plant report.

Fire Department

1. Runs to Date:
 - a. Squad- 114; Total Year- 1,308
 - b. Fire- 12; Total Year- 246
 - c. Primary Squad Runs for other Branches- 3; Total Year- 52
2. Continue working with the Health Department on the coronavirus cases
3. Providing a squad for the Varsity Football game on Friday, September 25th
4. Finley Fire Equipment conducted training on the new fire engine on Tuesday evening September 22nd and Wednesday September 23rd for the entire department
5. On September 14th we extricated a female patient from her vehicle on US Route 33 at the east edge of Neptune. The accident involved a car verse semi. The vehicle got pushed onto the guide wires of the electric pole. We used the new stabilization struts for the first time. The patient didn't suffer any injuries. DP&L was called ensure the down power lines weren't energized prior to removing the patient.



6. A female suffered serious injuries (car vs semi accident) on September 15th at State Route 49 and Skeels Road. A medical helicopter was used. A large diesel spill occurred as well. It occurred in Chattanooga Fire territory and was assisted by Rockford Fire Department.
7. Assisted Osgood Fire Department with our aerial ladder and rescue truck in removing a patient from 90' silo on Monday, September 21st at 889 Cassella-Montezuma Road
8. Provided a squad at a cross country meet at Wright State on Saturday, September 19th
9. Annual Service was completed on our 24 air packs was completed on September 14th
10. A Fire Department Officer meeting was held on September 14th
11. Recertification of Pediatric Advanced Life Support (PALS) will be Tuesday, September 29th. Dayton Children's Hospital is conducting the training.
12. On Thursday October 1st, members needing recertified in Advanced Cardiac Life Support will be conducted by Mercer Health.

Police Department

1. Calls for Service- 551
2. Reports Written- 96
3. Arrests- 26
4. Citations- 16
5. Crashes- 9
6. Warnings- 41
7. Reports of Interest:
 - a. On 9/20/2020 at 8:11 PM the Celina Police Department along with Celina Fire Department were dispatched to the intersection of State Route 29 and Grand Lake Road in reference to an injury accident involving a motorcycle.

Through the initial investigation it was found that a 67-year-old Coldwater man was traveling west bound on State Route 29 towards the intersection of Grand Lake Road on a 2003 Harley Davidson. At the same time a 31-year-old Celina man was attempting a left turn from State Route 29 to north bound Grand Lake Road in a 2008 GMC 1500, causing the motorcycle to strike the passenger side of the GMC.

The motorcyclist was not wearing a helmet and he sustained severe injuries. He was taken by ambulance to Coldwater emergency room and then flown by helicopter to a Ft. Wayne hospital where he remains.

8. Total Police Department Calls for Services, YTD: 11,216

Parks Maintenance

1. Dump trash from parks
2. Clean goose droppings all over parks
3. Mowing parks
4. Water flowers
5. Clean shelter houses
6. Clean restrooms
7. Disinfect playgrounds
8. Line football and soccer fields

Public Works

1. Mowing cemetery weekly
2. Mowing Parks
3. Mowed side ditches for last time this year
4. Sweep streets
5. Repair catch basins on Myers Road (with expansion joint)

Sewer Collection

1. Locates for utilities
2. Jet sanitary and storm sewers
3. Repair catch basins
4. Camera sewers for repairs
5. Camera East Jefferson sewers, checking for infiltration

Customer Accounts/Meter Readers

1. Billed 2,080 customer billings
2. Shut off 5 customers
3. Sent out 531 delinquent billings
4. Sent out finals/refunds
5. Meter Readers continue to read

Water Treatment Plant

1. COVID-19 mitigating measures are in place
 - a. Cleaning/disinfecting throughout the facility continues to be top priority
2. Completed 53 microbiology samples
3. Water Distribution
 - a. Water meter replacement program
 - b. Lead service line research
 - c. Concrete sidewalk grinding program
 - d. Installed DAF Facility service line
4. Continued weekly sampling for Microcystin analysis:
 - a. Raw Water 09/15/20 – 72.0 ug/L
 - b. Raw Water 09/22/20 – 52.7 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)
- 5. Bryson Pool Operations
 - a. Pool closed for season
 - i. Winterization of splash pad continued
 - ii. Winterization of pool pumps continued
- 6. Water Dept. Training
 - a. Technology Committee Meetings scheduled for;
 - i. November 17th, 2020 (Teams Meeting)
- 7. WTP Buildings, Grounds, & Operations:
 - a. South raw water pump removed from service for repair
 - i. Cost to come after inspection and repair – PO submitted
 - ii. Should return to service within 45 days
 - b. Summer maintenance
 - i. #1 ozone basin to be completed
 - ii. All outside valves to be exercised
 - iii. Carbon exchange for tank #3, scheduled for 09/30/20
- 8. WTP Capital Projects
 - a. 1974 Clarifier Replacement Project
 - i. AWC by-weekly phone meetings completed, project on schedule thru 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. DAF Facility Project
 - 1. Poured ½ of DAF Facility floor on 09/23, second ½ 09/28
 - 2. Hunter completed drainage rough-in
 - 3. Woolace Electric completed slab electrical conduit

Wastewater

1. Completed daily operations: open/close WWTP, transfer wasted sludge twice daily, clean course bar screens daily, record influent/effluent readings three times daily, record sludge blanket depth/clarity, monitor all process equipment twice daily, transfer sodium aluminate/polymer/calcium nitrate as needed, perform all laboratory tests needed for operational control and permit compliance, check 13 lift stations daily (check generators/voice reporters and clean level probes weekly), perform buildings/grounds duties as needed
2. Returned Brian Hall / OEPA call to confirm not participating in WW influent Covid testing
3. Mowed

4. Buschur Electric working on bunker addition project; installed breaker, pulled wire, and terminated
5. Sent punch list for bunker addition project to Brian May/Access Eng. for contractor
6. Installed sprinklers around bunker addition project seeding and began watering

Electric Distribution

1. Set 2 poles
2. Service Replacement
 - a. Upgrade Underground 1
 - b. Upgrade Overhead 1
3. Street Lights
 - a. Repairs 8
 - b. New Installs 4
 - c. Replaced 4
 - d. Pole New/Replace 2
4. Underground Locates (OUPS) 77
5. Traffic Signals
 - a. Replace failed red light Summit and Touvelle Street
6. Request or Miscellaneous Jobs
 - a. Replace pole on Howick Road
 - b. Put up Military banners on West Logan Street
 - c. Replace service on Lisle Street
 - d. Replace transformer, box pad, and service Kingswood Court
 - e. Install sign for school at the football stadium
 - f. Replace electric panel in Gazebo at Lake Shore Park
 - g. Remove flower baskets downtown
 - h. Install transformer, wire, and terminate service for new parking area at the Fairgrounds
7. Large Projects
 - a. Set 2 street light poles, install 2 poles, pull in underground wire and set street lights West Market Street
 - b. Install primary underground and remove overhead primary west of Grand Lake Road north side of the railroad tracks
 - c. Hydro vac, set 2 poles and install conduit on South Main Street replacing old primary underground lines