

Administrative Report
October 11, 2024 to October 24, 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. 1207 Jessica Ln-pool
 - b. 140 S Enterprise-pool
 - c. 1521 Mary Ln-fence
3. Plumbing Permits/Inspections (2)
4. Dumpster Permits (0)
5. Dominion Gas Co. Street permits (1)
6. Code Enforcement:
 - a. Removal of signs in right-of-way
 - b. 206 E Livingston St-trash
 - c. 220 E Anthony St-junk
 - d. 229 E Fulton St-junk
7. Planning Commission:
 - a. n/a
8. Board of Zoning Appeals:
 - a. Meeting scheduled for 11/14/24 to hear variance requests for:
 - i. Stephen Morgan-140 S Enterprise St

Fire Department

1. Total since September 5th
 - a. Squad- 266
 - b. Fire- 62
 - c. Inspections- 32
 - d. Training Hours- 39
 - e. Primary squad runs & assists for other branches- 14
2. Totals for 2024
 - a. Squad- 1,605
 - b. Fire- 297
 - c. Inspections- 317
 - d. Training Hours- 290
 - e. Primary squad runs & assist for other branches- 65
3. Other
 - a. Firefighter Schoenleben starts shift on 10/28/2024
 - b. Chief Lange Firefighter Koch, Firefighter Grogean, Firefighter Ewing, and Firefighter Bellman completed their dry suit diver course on September 18th
 - c. 9 candidates will be interviewing for 3 open positions as Firefighter/Paramedic on November 5th & 6th

Police Department

1. Over the past couple of weeks, the City of Celina has experienced thefts of cars. It is suspected that the persons responsible are part of a larger ring working out of the Dayton area. This criminal organization is reportedly dangerous, reckless and known to be armed. They have had increased pressure from law enforcement investigations in their home territory and have expanded out to avoid that. If you see someone suspicious do not confront or approach. Call law enforcement to handle.

Similarly, Celina and area communities have seen more incidents of cars being entered and items stolen. Please call police if you observe any suspicious activity.

To avoid being a victim of either of these crimes take the keys from your vehicles and lock them. These are not sophisticated criminals, they look for opportunities like unlocked cars and keys in cars.

2. Total Police Department incidents YTD: 9,747

Nature of Incident	Total Incidents	Nature of Incident	Total Incidents	Nature of Incident	Total Incidents
911 Hang Up	3	Non Injury Accident	7	Assist Another Agency	13
Alarm	1	Animal Complaint	1	Assault	1
Bad Check	4	Bank Detail	9	Bond Sign Charges	9
Business Checks	199	Civil	1	Court	4
Disorderly Conduct Issues	6	Domestic Dispute	2	False Alarm	2
Follow Up	22	Found Property	10	Golf Cart Inspection	4
Menacing/Threats/Harassment	4	Investigate Liquor Permit	3	Juvenile Runaway	1
Juvenile Transport	1	Juvenile Abuse	3	K-9 Call	1
Mental Subject Call	2	Miscellaneous	6	Nuisance	4
Open Door/Window	2	Parking Enforcement	3	Public Information Request	14
Returning Property	5	Sex Offense	1	Special Detail	2
Stolen Vehicle	1	Suicide Attempt	1	Suspicious Person	10
Suspicious Vehicle	6	Theft/Larceny	7	Theft From Vehicle	4
Special Traffic Detail	12	Traffic Stop	34	Training Range/Firearms	1
Trespassing Report	1	Unruly Juvenile	6	Utility Need	1
Vandalism	5	Warrant/Paper Service	9	Welfare Check	6

Parks Maintenance

1. Dump trash from parks
2. Clean restrooms
3. Working on equipment
4. Mowing in parks
5. Painting football fields and soccer fields
6. Shelter house rentals

Public Works

1. Work on equipment
2. Crack seal streets
3. Sweep city streets

4. Work on ADA ramps at Wayne Street, Holly Street, and Willow Street
5. Fixed sidewalk from trees
6. Kayak ramp and sidewalk
7. Leaf pickup

Sewer Collection

1. Locates for 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. Clean catch basins
6. Fix suck holes

Customer Accounts/Meter Readers

1. Billed 2,372 customer billings
2. Sent out 369 delinquent billings
3. Sent out finals and refund checks
4. Shut off 13 customers
5. Meter readers continue to read

Water Treatment Plant

1. Water Distribution
 - a. Fire Hydrant painting to continue in Summer of 2024
 - i. Painted (23) hydrants red
 - ii. Painted (125) private hydrant tops blue
 - b. Located waterlines to ensure no other contractors hit and damage our infrastructure
 - c. Completed work orders from Utilities Office
 - d. Dump truck POs completed and on order
 - i. Rush Truck Center – 2024 International Truck
 - ii. Knapheide Truck & Equip. – 2024 International Dump Body & Equip.
 - iii. RG Comm. – Truck Radio
 - e. Completed lead service line replacement to 609 N. Main St.
 - f. 2” hydrant install at Meadowview lift station and replaced curb
 - g. 1096 E. Livingston St. service installation
 - h. Winterizing park restrooms
 - i. Repaired waterline leak in the Fairgrounds
 - j. Assisted WTP with backwash holding tank cleanout
 - k. Planted grass at waterline repair locations around town
 - l. Poured concrete at GAC Facility for truck wash area
 - m. Lead service line research & replacement program – Completed & Submitted
 - i. Mapping & Spreadsheet info. update due to OEPA 2027
2. Water Plant

- a. Continued weekly sampling for Microcystin analysis:
 - i. Raw Lake Water 10/15/2024 – 12.9 ug/l
 - ii. Raw Lake Water 10/22/2024 – 33.0 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)
 - vi. Seasonal Microcystin testing of State monitored beaches on the lake
 - 1. Completed for the year
- b. WTP Buildings, Grounds, & Operations:
 - i. Carbon Exchange for tank #5, scheduled for October 29, 2024
 - ii. Carbon Exchange for tank #7, scheduled for January 7, 2025
 - iii. Mowing grass at WTP, lagoons, towers, & pool
 - iv. GAC Facility
 - 1. Transfer pump #4 stuck
 - 2. Troubleshooting revealed that the motor is fine
 - 3. Pulled pump & inspected, sent out for repair
 - v. DAF units drained and cleaned, #3 check valve repaired
 - vi. Cleaned fuel tank & replaced filters on container fork lift
 - vii. Industrial Park Water Tower SCADA
 - 1. Reading from tower to WTP are sporadic
 - 2. Troubleshooting revealed that the main control board is bad, obsolete
 - 3. Called Electro Controls for quote for replacement / update
 - viii. Monthly and weekly maintenance items completed
 - ix. Started fall maintenance & water basin cleaning
 - x. Sand Filter #3 Re-Construction
 - 1. Final quotes received, POs completed
 - 2. Sand removed and new sand received
 - 3. New underdrains & equipment to ship October 28, 2024
 - 4. Glass panels removed for access for material removal & installation
 - 5. Jutte Excavating demo of old underdrains
 - a. Working on rainy days – two so far, one to go
 - b. WTP / Distr. Crew – cleaned debris & sand from filter floor
- 3. Water Dept. Training
 - i. 2 completed scheduled for backflow webinar
 - ii. Technology Committee Meetings
 - 1. Scheduled for November 19, 2024
 - 2. Sludge Handling Sub-Committee, TBA

4. Bryson Pool Operations

- i. Pool season ended August 25, 2024
 1. Winterization of splash pad completed
 2. Winterization of basket house waterlines completed
- ii. Main pool pumps (2) pulled for service / repair
- iii. Slide replacement project
 1. Looking at options and cost estimates for project

Wastewater

1. Revised Sludge Transfer and Dewatering Line & Valve Operation SOP
2. Removed water and sludge from Valve Room pit from sludge transfer open valve
3. Mowed
4. Replaced sodium aluminate suction pipe and discharge line; cleaned suction fitting
5. Hosed clarifier weirs and effluent channel
6. Completed SOUR test on AD#4; transferred to sludge mixing tank
7. Buschur Custom Farm hauled 21 loads to NS2A99 site and Schmitmeyer applied; 20 loads to same site
8. Changed over to East WML tank in order to tighten flight chain in West WML tank
9. Hosed Eaglebrooke and Walmart LS wetwells
10. Pumped out West WML tank and two sludge storage tanks with 4" pump
11. Removed old sodium aluminate feed line from oxidation ditch and planned for replacement
12. Cored 6" hole over existing 3" hole in oxidation ditch wall; reinstalled stair steps; dug trench and installed new 2" conduit, wrapped both ends with heat tape and insulation; relocated oxidation ditch outlet and installed new exterior outlet on phosphorus building to accommodate new heat tapes
13. Alpha Liberty calibrated lab balance and lab weight set
14. Rebooted bypass flow meter; adjusted heaters on control side of enclosure
15. Entered new site key for Modbus Communication upgrade on 4-H MultiSmart controller and rebooted per O&M manual directions; rebooted MicroLogix
16. Powered up newer (spare) MultiSmart controller to retrieve site key info
17. Worked on DMR-QA study 44 report; submitted to OEPA
18. Transferred calcium nitrate to Walmart and Eaglebrooke lift stations
19. Marked depth marks on Havemann LS calcium nitrate bulk tank

Electric Distribution

1. Set 5 poles
2. New Services
 - a. Underground 2
3. Service Replacement
 - a. Upgrade Underground 4
 - b. Upgrade Overhead 5
4. Street Lights
 - a. Repairs 3
 - b. New Installs 3

- c. Pole New/Replace 3
- 5. Underground Locates (OUPS) 102
- 6. Substations
 - a. UIS testing at Staeger substation
- 7. Tree Trimming
 - a. West side of town as needed
- 8. Request or Miscellaneous Jobs
 - a. Help with service for bus block heaters at Public Works Building
- 9. Trouble Calls
 - a. 10/14/2024- Schleucher Road- mower hit guy wire
- 10. Large Projects
 - a. Replace poles, State Route 118 north of Tama Road
 - b. Reconductor Brown Road, west of US 127
 - c. Replace wire and transformers north of Myers Road
- 11. EV Charging Stations
 - a. Number of Sessions- 13
 - b. Total Length of Sessions 34 hours 35 minutes