

Administrative Report
January 7, 2022 to January 20, 2022

Engineering Department

1. 2022 Construction Updates:
 - a. Bryson Park Restroom
 - i. RCS has completed the restroom. The City did a final walk through and the substantial completion date is 12/31/2021.
 - b. Celina Community Parks Building
 - i. Plans have been prepared and are at present being reviewed for changes before being put out for bids.
 - c. 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.
 - d. 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.

Fire Department

1. Runs to Date:
 - a. Squad- 91; Total- 116
 - b. Fire- 12; Total- 17
 - c. Primary Squad Runs and assist for other branches- 2; Total- 2
2. Attended the Mercer County Chief's meeting on January 20th at Chattanooga Fire Department.
3. Will be attending the Midwest Ohio Arson Board meeting on January 31st at Sidney Fire Department
4. Assisted Pax machine on January 11th. We pumped 5,000 gallons of water into a tub being installed for their new press machine. The city is reimbursed for our expenses.

Police Department

1. Calls for Service- 589
2. Reports Written- 189
3. Arrests- 12
4. Citations- 35

5. Crashes- 12
6. Warnings- 48
7. Reports of Interest:
 - a. On January 18th the Celina Police Department in coordination with the Mercer County Sheriff's Office conducted H.I.T. operations within the City of Celina. Thirteen traffic stops were made resulting in 10 warnings, 3 citations, and 2 arrests. One arrest was for possession of meth and the second person was arrested on a warrant for arson.
 - b. With consistent drug enforcement operations being conducted by law enforcement we have stats showing drug cases are down along with other criminal cases, including theft and other property crimes. We will maintain these operations in effort to continue these trends.
8. Total Police Dept. Calls for Services, YTD: 792

Parks and Recreation

1. Working on Sponsorships for soccer, baseball, and softball for 2022 seasons

Parks Maintenance

1. Dump trash from parks
2. Clean restrooms
3. Clean up after geese
4. Deicing pump issue for docks
5. Work on equipment
6. Building maintenance

Public Works

1. Sweep streets
2. Work on equipment
3. Collect Christmas trees, and a few brush and limb piles
4. Cold patch potholes
5. Building maintenance
6. Salted streets on 1/17/2022
7. Trimmed trees on the streets and alleys

Sewer Collection

1. Locates for utilities
2. Jet sanitary and storm sewers
3. Camera sewers for repairs
4. Inspect sewers for 2022 street projects

Customer Accounts/Meter Readers

1. Billed 2,072 customer billings
2. Sent out 453 delinquent billings
3. Shut off 20 customers
4. Sent out finals and refund checks
5. Meter readers continue to read

Water Treatment Plant

1. Water Distribution

- a. Water meter replacement program
- b. Lead service line research & replacement program
- c. Installed a few new service taps
- d. Sludge line replacement at WTP south lot
 - i. Line and fittings received, start in a couple weeks with a little warmer temps
- e. Removed old and dead pine trees at sludge lagoons, fence and earth work in spring
- f. Removed old & dead pine trees at pool, new grass in spring
 - i. Trees removed now to be included in tree grinding at dump

2. Water Plant

- a. Continued weekly sampling for Microcystin analysis:
 - i. Raw Water 01/04/2022 – 1.2 ug/L
 - ii. Raw Water 01/11/2022 – < 0.30 ug/L
 - iii. Raw Water 01/18/2022 – 0.5 ug/L
 - iv. All finished water samples were Non-Detect for Microcystin Toxin
 - v. Continued lagoon effluent Microcystin monitoring (NPDES Permit)
 - vi. Continued Microcystin for outside communities (Paulding, Van Wert, Delphos)
- b. WTP Buildings, Grounds, & Operations:
 - i. Working with crews on an updated 10-year capital program / budget
 - ii. North raw water pump
 - 1. Removed and sent out for reconstruction
- c. WTP Maintenance
 - i. Carbon exchange for tank #7 completed, tank #2 scheduled for February 1st, 2022
 - ii. WTP Bldg. exterior cleaning & prep for foundation painting, Spring
 - iii. Painting continuing in Bio-Reactor and electrical room areas
 - iv. DAF tank anti-vibration dampeners replaced under warranty

3. Water Dept. Training

- i. Operators are completing continuing education with internet classes
- ii. Technology Committee Meetings
 - 1. Scheduled zoom meeting for February 15th, 2022
 - 2. Sludge Handling Sub-Committee, TBA

4. Bryson Pool Operations

- a. Pool closed for season
 - 1. Pool painting project

- a. Re-paint pool, waiting for 50 degrees overnight low or higher (Spring)?
2. Main pool pump elbow cracked, parts in stock, spring repair
3. Changing area curtain replacement - stall walls received

Wastewater

1. Completed and submitted December eDMR
2. Updated FSE Interceptor Maintenance records
3. Submitted Purchase Requisition for oxidation ditch aerators (four – 50 HP)
4. Replaced heater in Fairgrounds control panel
5. Updated WW Capital Record
6. WWTP staff (except Erik) completed hearing tests
7. Replaced LEL sensor in #2 gas meter
8. Worked on and completed installing hose reels and air line for air compressor in screw press building
9. Removed rags from Cornell sludge pump
10. Updated Equipment Inventory Record
11. Completed online Pesticide recertification course

Electric Distribution

1. Set 4 poles
2. New Services
 - a. Underground 2
3. Service Replacement
 - a. Upgrade Overhead 1
4. Street Lights
 - a. Repairs 5
 - b. Replaced 3
5. Underground Locates (OUPS) 49
6. Tree Trimming
 - a. State Route 703, Havemann Road, and East side of town
7. Request or Miscellaneous Jobs
 - a. Replace 2 poles and a transformer station on West Livingston
 - b. Set remote read meters
 - c. Move material to the North Street storage building
8. Large Projects
 - a. Boardwalk Villas, pull in primary wire and turned on the power to 2 villas
 - b. Now Road, replace 2 poles and reconductor ½ mile of primary wire
 - c. Machine Pro, added 1 transformer for their expansion