

Administrative Report

March 5, 2021 to March 18, 2021

Administration

1. Bid opening at 11:00 AM on March 25, 2021 for the Bryson Park Restroom
2. 6 applications received for the Patrolman Exam that will be March 27, 2021 at 9:00 AM
3. Accepting applications until April 1, 2021 at 4:00 PM for the Firefighter/Paramedic exam that will be on April 24, 2021 at 9:00 AM
4. Accepting seasonal applications for Lifeguards for this Summer for the Bryson Swimming Pool

Engineering Department

1. Department Projects:
 - a. Zoning Permits//311 updates //Code Enforcement//Planning Commission Meeting Schedule// //Organizing Maps & Plans// //Street Projects//
2. Zoning Permits:
 - a. 7482- pool/fence- 1566 Greenview Dr.
 - b. 7483-commercial addition-500 Staeger Road
 - c. 7484- pool-1368 Michael Ave
 - d. 7485- fence- 125 Zillah St
 - e. 7486- residential addition- 113 S Vine St
 - f. 7487-shed-641 Willow St
 - g. 7488- shed- 1218 Yorkshire Ct
 - h. Permits for Street cuts for Dominion Gas Co. (1)
 - i. Researching noise ordinances
3. Code Enforcement:
 - a. Removal of signs in right-of-way
 - b. 326 Summit St- trash
 - c. 314 Summit- trash
 - d. 611 Hierholzer-trash
4. Planning Commission:
 - a. Meeting Scheduled for March 18, 2021 for rezone request for 5373 SR 29, site plan review for 109 S Main St, conditional use request at 528 E Fulton St and zoning clarification of 107 S Leblond St.
5. 2021 Construction Update:
 1. 2020 Street Resurfacing Project:
 - a. 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.

2. Bryson Park Restroom:
 - a. 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.
3. Celina Community Parks Building:
 - a. Plans have been prepared and are at present being reviewed for changes before being put out for bids.

Fire Department

1. Runs to Date:
 - a. Squad- 157; Total- 429
 - b. Fire- 21; Total- 72
 - c. Primary Squad Runs for other Branches- 6; Total- 21
2. March 13, 2021 had a barn fire at 7685 State Route 118. The barn was a total loss approximately \$120,000.00. The fire did damage to another storage shed mainly to an exterior wall. On the scene for 21 hours. Used both light towers through the night.
3. On March 8, 2021 rescued 3 people from a boat on the lake near the area of the West Bank near the spillway.
4. Rescue boat is in the water

Police Department

1. Calls for Service- 592
2. Reports Written- 187
3. Arrests- 25
4. Citations- 24
5. Crashes- 9
6. Warnings- 39
7. Reports of Interest:
 - a. Last week Celina Police Department destroyed about 10 large bags containing mostly illegal drugs and drug related paraphernalia. A local business assisted us with a commercial incinerator to destroy most of the items. This was a collection of evidence from cases over the past few years.

We are protecting the identity of the business who assisted us, but, we do thank them. This is the safest way to dispose of them items.

8. Total Police Department Calls for Services, YTD: 3,004

Parks and Recreation

1. Accepting baseball and softball applications
2. Forming teams
3. Football meeting in Shawnee

Parks Maintenance

1. Dump trash from parks
2. Clean restrooms
3. Getting Montgomery Field ready
4. Work on turf and dirt diamonds

Public Works

1. Repair signs
2. Patch pot holes
3. Trim trees in alleys
4. Replace catch basins on Myers Road
5. Replace ADA ramps on Hemlock and Hawthorn Street
6. Replaced bad curb in Eaglebrooke sub division (before resurfacing)
7. Work on equipment
8. Hired new Public Works Maintenance Worker I- Josh Brooks

Sewer Collection

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

Customer Accounts/Meter Readers

1. Billed 2,732 customer billings
2. Shut off 18 customers
3. Sent out 215 customer billings
4. Sent out final billings and refunds
5. Opened doors back up to public- 3/15/2021

Water Treatment Plant

1. Completed 37 microbiology samples
2. Water Distribution
 - a. Water meter replacement program
 - b. Lead service line research & replacement program
 - c. Helped with excavation @ WTP for storm water line repair
3. Continued weekly sampling for Microcystin analysis:
 - a. Raw Water 03/09/21 – 2.9 ug/L
 - b. Raw Water 03/16/21 – 2.9 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. Winterization of pool basket house & pumps completed
 1. Pool floor & lane line paint, on back-order, due to Texas winter weather issues
 - ii. Main pool recirculation pumps pulled for inspection & repair/replacement
 1. On order, 4 weeks for delivery?

5. Water Dept. Training
 - i. Technology Committee Meetings
 1. Scheduled zoom meeting May 18th
 2. Sludge Handling Sub-Committee, scheduling next meeting
6. WTP Buildings, Grounds, & Operations:
 - a. South raw water pump removed from service for repair
 - i. Pump main bearings re-replaced, waiting on new solid coupling, 20 days
 - b. WTP Maintenance
 - i. #1 ozone basin to be completed when WTP is shut down for piping installation
 - ii. All outside valves to be exercised when WTP is shut down for piping installation
 - iii. Carbon exchange for tank #4, scheduled for April 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. Electric has been started
 2. DAF Bldg.
 - a. Block completed, brick has started
 - b. Continuing electrical connections within DAF Bldgs.
 - c. Heater ducts have been insulated
 - d. Working on an electrical issue with main heater relays
 - e. Next week will be electrical startup for DAF equipment
 - f. Catwalk areas need handrails to be completed
 - g. Plumbing @ 95%
 3. Bioreactor facility
 - a. Mixers are being set
 - b. Electric has been started
 - c. Blasting of tank walls has started, painting to follow
 - d. Roof replacement has started

Wastewater

1. Completed online training for Certification contact hours (Kerry, Scott, Erik)
2. Received repair quote for Barnes bypass pump and quotes for new Barnes / Flygt pumps; authorized Crane Pumps to repair based on quotes
3. Picked up barrel of oil from Fire Dept
4. Chris Reyer/Huber tech arrived for south screws press inspection and startup; performed training

5. Left Chris Reyer/Huber rep voice message to inform him about press faulting/tripping out; worked with Patrick Sheehan/ Huber software tech to change parameters in vfd (50 Hz to 60 Hz and couple others) to get press to operate without faulting /tripping
6. Completed online training for OEPA certification contact hours (Kerry and Erik)
7. WWTP removed centrifuge and stand from building; removed polymer totes and hydraulic back-drive
8. Shinn's removed control panel, flocculator, piping, polymer feed unit from building
9. Buschur Electric gutted electric in centrifuge room

Electric Distribution

1. Set 2 poles
2. Temporary hook ups- 2
3. New Services
 - a. Underground 2
4. Street Lights
 - a. Repairs 8
 - b. New Installs 5
 - c. Replaced 7
 - d. Pole New/Replace 5
5. Underground Locates (OUPS) 71
6. Tree Trimming
 - a. Removed trees at Administration Building Parking Lot
7. Request or Miscellaneous Jobs
 - a. Replace street light pole on Berkshire
 - b. Assist Reynolds with replacing automatic transfer switch
 - c. Electric, Water, and Street Departments completed flagger training
8. Trouble Calls
 - a. 3/9/2021- car hit pole on Touvelle Street- replaced pole and light
 - b. 3/11/2021- half power on Zillah- replaced service drop
 - c. 3/13/2021- barn fire on State Route 118- removed service to barn
 - d. 3/15/2021- half power on Township Line Road- replaced underground wire
9. Large Projects
 - a. Start installation of remote read electric meters. Have replaced 150 meters
 - b. Replaced pole on Linn Road
 - c. Moved pole and transformer station on West Logan Street
 - d. Installed 5 lights and poles at Bryson Park by the splash pad
 - e. Replaced pole on State Route 197 and Staeger Road- hit and run
 - f. Move power lines on Fast Road for county bridge project