

Administrative Report
March 6, 2020 to March 19, 2020

Administration

1. Sergeant Exam will be April 3rd and April 4th
 - a. 5 Patrolmen signed up to take the exam
2. Jill is training Kari on the process of payroll for backup
3. Spring Trash Collection scheduled for June- see attachment
4. Miscellaneous employee changes/questions
5. Employee bi-weekly accruals
6. Payroll

Police Department

1. Calls for Service- 582
2. Reports Written- 81
3. Arrests- 17
4. Citations- 13
5. Crashes- 7
6. Warnings- 36
7. Reports of Interest:
 - a. On 3/17/2020 at about 7:02 PM the body of a 26-year-old Celina resident, Tre Billger, was found in Grand Lake along the shore between the lighthouse and the GAC water intake. An autopsy has been performed by the Montgomery County Coroner and results are pending.

Tre Billger was last seen on February 18, 2020 and was reported missing 3 days later on February 21, 2020 to the Celina Police Department. Over the past 3.5 weeks our detectives put in 200-300 hours on this case.

8. Total Police Department Calls for Service, YTD: 3,557

Parks Maintenance

1. Dump trash from parks
2. Cleaned up boardwalk from geese
3. Shoot screamers at geese
4. Clean restrooms
5. Work on getting baseball fields cleaned up for upcoming seasons
6. Cleaning up branches and leaves at Eastview Park

Public Works

1. Sign repair
2. Repair catch basins on Myers Road
3. Finished concrete work on catch basins repaired on Deford Street
4. Work on cemetery house (95% finished). Carpet on the steps and a little cleaning is all it still needs. Also still need to install sewer.
5. Patch pot holes
6. Sweep streets

7. Finished working on entrance signs to the city

Sewer Collection

1. Locates for utilities
2. Jet sanitary and storm sewers
3. Cleaned catch basins
4. Repair catch basins
5. Camera sewers for repairs

Customer Accounts/Meter Readers

1. Billed 2,044 customer billings
2. Shut off 38 customers- no shut off cycle 3 (will notify the owners)
3. Sent out 275 delinquent letters
4. Sent out final billings and refunds

Water Treatment Plant

1. COVID-19 mitigating measures are in place
 - a. Reduced staffing schedule adopted for the duration of the crisis
 - b. Cleaning/disinfecting throughout the facility has been made priority
2. Completed 26 microbiology samples
3. Water Distribution
 - a. Working on system valve exercise program
 - b. Completing backflow testing of all City devices
 - c. Completed door to door commercial late backflow notifications
4. Continued weekly sampling for Microcystin analysis:
 - a. Raw Water 03/10/20 – 3.7 ug/L
 - b. Raw Water 03/17/20 – 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 Sampling for outside communities (Paulding, Van Wert, Delphos)
 - f. Microcystin analysis began 3/18/20 for West Beach project (GLSM State Park)
5. Bryson Pool Operations
 - a. Pool is closed for the season
 - i. Maintenance list received from pool staff for next season
6. Water Dept. Training
 - a. AWWA meeting scheduled in April 2020 - CANCELLED
 - b. Technology Committee Meetings scheduled for;
 - i. May 15th, August 18th, & November 17th, 2020
7. WTP Buildings, Grounds, & Operations:
 - a. South raw water pump removed from service for repair
 - i. Cost to come after inspection – still waiting
 - b. Mower maintenance completed; Spring is coming!

8. WTP Capital Projects
 - a. 1974 Clarifier Replacement Project
 - i. AWC by-weekly phone meetings completed, project on schedule
 - ii. Sludge testing with OSU ongoing, additional samples were collected on 2/7/20, waiting on results

Electric Distribution

1. Set 13 poles
2. Replacement/upgrade
 - a. 1 Overhead
3. Street lights
 - a. 10 Repairs
 - b. 1 Replaced
4. Underground Locates (OUPS) 78
5. Substations
 - a. Continue installation of new ANSI compliant signage at all stations
 - b. Continue work on system mapping
 - c. Meeting with DP&L about their substation plans
6. Tree Trimming
 - a. Assist county crews on Celina Mendon Road
 - b. West and North side of town and Frahm Pike
7. Request or Miscellaneous Jobs
 - a. Install more veteran's banners
 - b. Replace lighting on south side of shop/garage area with LED fixtures
8. Trouble Calls
 - a. 3/6/2020- Celina Mendon Road- bad transformer
 - b. 3/7/2020- Low wire was telephone
 - c. 3/9/2020- 600 block E. Livingston- car hit guy wires, were telephone
 - d. 3/11/2020- Mendon area north of State Route 33- lightning caused outages
 - e. 3/18/2020- Downtown traffic signals out; Fire Department out- fireman overloaded service to Fire Department- breaker in generator tripped
 - f. 3/18/2020- 200 block E. Market- house fire- removed service
9. Large Projects
 - a. Continue work on Oregon Road from State Route 127 east to Hayes Road- county moving right of way back; move existing pole line back to edge of new right of way
 - b. Directional bore- 900 block E. Wayne Street for replacement of failed secondary
 - c. Replace 3 phase line pole on Denny Road east of Adams Road- existing pole broken by hit and run driver
 - d. Begin work on St. Anthony Road between Gause and Karch Roads- county moving right of way back; move existing pole line back to edge of new right of way



CITY OF CELINA SPECIAL TRASH COLLECTION REGULATIONS 2020

The items to be included in this special collection are general household discards ***from city residences only***. Because of escalating cost, landfill restrictions and the use of packer trucks for collection, the following regulations and prohibited items will be strictly enforced for this collection. ***Each residence will be limited to a maximum of 60 cubic feet of discards***, this is equal to the amount that can be put at one time into the hopper of the collection truck.

Please note the following items are prohibited and will not be collected: ***mattresses, appliances, refrigerators, stoves, water heaters, stools, sinks, tires, batteries, tree limbs and brush, leaves, yard waste, railroad ties, building materials that are not boxed or bundled, concrete, brick and stone debris, metal fencing, motor blocks, transmissions and auto body parts, pressure containers, liquid waste and hazardous materials including paint and motor oils. Paint cans must be empty and/or paint dried out.*** Special tags are available for separate disposal of these items. Tags can be purchased at the Celina utilities Office any time.

The special trash collection will be held Saturday of each week per the following schedule:

- **Saturday, June 6**; the regular Monday route
- **Saturday, June 13**; the regular Tuesday route
- **Saturday, June 20**; the regular Thursday route
- **Saturday, June 27**; the regular Friday route

In order to participate in this collection, your trash must be placed adjacent the street by 6:30 a.m. the day your area is scheduled for pickup. There will be no callbacks or extension of pickup dates.

An effort should be made by all to keep our community looking neat. No items should be placed out more than 72 hours in advance of your scheduled pickup day. Any resident with trash lying out before the Wednesday prior to their pickup date will be cited.

Materials not collected because they were set out too late or on the wrong day or did not follow the regulations herein stated will be the responsibility of the property owner to dispose of. The City and/or contractors shall not accept responsibility for lost or misplaced items.

Non-city residents found dumping trash within the city and/or scavengers will be cited for littering.

REMEMBER: ***It must be boxed, bagged or tied in a bundle that can be picked up by one person, or it will not be picked up.***