

Administrative Report

February 19, 2021 to March 4, 2021

Administration

1. 2 bids were received for the sale of 222 S. Main Street (old Illusions Building)
 - a. 5 Pointe Rental Properties (owner Lisa Buschur)- \$29,250.00
2. Accepting bids until 11:00 AM on March 11, 2021 for the demo of 509 W. Fulton Street (former Stokley Building)
3. Accepting bids until 11:00 AM on March 25, 2021 for the Bryson Park Restroom
4. 6 applications received for the Patrolman Exam that will be March 27, 2021 at 9:00 AM
5. 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

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. 7480-CGH Builders-new home-1232 Brittany Dr
 - b. 7481-Luginbill Construction-new duplex-630/632 Jay St
 - c. Permits for Street cuts for Dominion Gas Co. (1)
 - d. Researching noise ordinances from other communities
3. Code Enforcement:
 - a. Removal of signs in right-of-way
 - b. 310 W Fayette St-junk
 - c. 434 E Anthony St-trash bags being placed unauthorized
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
 - a. 2020 Street Resurfacing Project:

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. A start date has not been determined, however it is looking like this project will not start until spring.
 - b. Bryson Park Restroom:

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.

c. Celina Community Parks Building:

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- 76; Total- 272
 - b. Fire- 14; Total- 51
 - c. Primary Squad Runs for other Branches- 5; Total- 15
2. Will be attending the Ohio Fire Chief's Winter Symposium virtually March 9th & 10th
3. Auxiliary training will be held March 10th & 24th
4. Two of the newest members of the fulltime personnel are attending virtual classes to obtain a certification for Fire Safety Inspector. One member is attending Fire Officer 1 class virtually. One member is attending Live Fire Instructor class virtually with in-person attendance at the Ohio Fire Academy in May.

Police Department

1. Calls for Service- 602
2. Reports Written- 198
3. Arrests- 32
4. Citations- 27
5. Crashes- 27
6. Warnings- 44
7. Reports of Interest:
 - a. On March 4, 2021 Celina P.D. officers responded to Fenway Dr. on a report of a female threatening a contractor with a firearm. A contractor was working on an apartment making repairs when a woman from a neighboring apartment came out and pointed a handgun in his face. She made threatening remarks to him and returned to her apartment.

When officers arrived she waved and retreated inside. She remained inside as backup arrived from Mercer County Sheriff and Coldwater. She did not respond to police commands and would not answer the phone for police. After about 15 minutes' police were able to get a friend to call her and talk her out. She surrendered without incident.

A realistic appearing Airsoft pistol was found in the apartment. The suspect was held in Mercer County Jail on multiple charges and a request for a mental health evaluation.

8. Total Police Department Calls for Services, YTD: 2,412

Parks Maintenance

1. Getting Montgomery Field ready
2. Installed batting cage nets at Montgomery Field
3. Work on turf
4. Installed dugout covers at Westview ball diamonds

Public Works

1. Repair signs
2. Patch pot holes
3. Trim trees in alleys
4. Replace catch basins on Myers Road
5. Install drainage at Police Storage Building
6. Hire Wes Harris for Public Works Assistant Superintendent; Will be hiring Public Works Maintenance Worker I

Sewer Collection

1. Locates for utilities
2. Jet sanitary and storm sewers
3. Camera sewers for repairs
4. Garrett Lutz transferred to Engineer Assistant II position
5. Job opening for Sewer Collection Worker II

Customer Accounts/Meter Readers

1. Billed 2,732 customer billings
2. Shut off 20 customers
3. Sent out 254 delinquent billings
4. Sent out final billings and refunds

Water Treatment Plant

1. Completed 41 microbiology samples
2. Water Distribution
 - a. Water meter replacement program
 - b. Lead service line research & replacement program
3. Continued weekly sampling for Microcystin analysis:
 - a. Raw Water 02/23/21 – 1.2 ug/L
 - b. Raw Water 03/02/21 – 0.9 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 order
 - 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, meeting completed
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, 30 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. Block layers completed laying DAF Bldg. block, started brick
 2. Block layers completed laying WTP entry block, started brick
 3. Woolace Electric
 - a. Continuing electrical connections within DAF Bldgs.
 4. Bioreactor facility main electric panel set, wiring continued
 5. Completed bioreactor facility construction of tank walls, waiting on paint
 6. Regal continuing duct work, heaters, & exhaust fan installation
 7. Catwalks and handrail installation completed around DAF tanks
 8. Catwalks and handrail installation connecting bioreactors to DAF started

Wastewater

1. Snow removal
2. Discussed SCADA phasing option with Mike Stark (Phase I –lift stations) since already have fiber, rtu's, and mulstismart controllers with DNP3 communication)
3. Consulted with Fred Manago to price lower bearing for screw pump if possible
4. Consolidated Plumbing working on sludge dewatering project
5. Met Brian May and Koesters Electric at Scotty's LS to deliver SCADA box and voice reporter and to determine location to be mounted
6. Cleaned up sodium aluminate on floor of phosphorus building and contained piping leak with plastic bucket
7. Revised Operator of Records for Collection System with OEPA
8. Issued Grease Interceptor Waiver to Shell Party Mart
9. Flushed sludge lines to new dewatering sludge pumps to allow contractor to cut pipe and make connections
10. Removed broken spark plug from F-350 and replaced; cleared trouble codes
11. Worked on getting 4 Schmitmeyer fields approved for biosolids application

Electric Distribution

1. Set 8 poles
2. Service Replacement
 - a. Upgrade Underground 1
3. Street Lights
 - a. Repairs 8
 - b. New Installs 2
 - c. Replaced 1
4. Underground Locates (OUPS) 58
5. Call Outs 4
6. Traffic Signals
 - a. Replace failed pedestrian light at Main Street and Market Street
7. Tree Trimming
 - a. 2/22/2021-2/26/2021 Rural Lines
8. Request or Miscellaneous Jobs
 - a. Replace URD service on Meyer Road
 - b. Replace broken lift pole in 4H Camp area
9. Trouble Calls
 - a. 2/21/2021- half power on Frahm Pike- customer problem
 - b. 2/27/2021- half power on Celina Street- replaced bad service drop
 - c. 2/27/2021- no power- replaced failed transformer on Celina Mendon Road
 - d. 2/28/2021- half power on Touvelle Street- customer problem
10. Large Projects
 - a. County Road widening project, Rice Road- set remaining poles, transformer and wire- completed 3/3/2021
 - b. Started to replace poles on Linn Road
 - c. Started replacing pole and transformers for Friendly IGA project
 - d. Remote read meters are in. Set 40 meters on Touvelle Street

Income Tax – February 2021

	2019 Month-to-date	2020 Month-to-date	2021 Month-to-date	2019 Year-to-date	2020 Year-to-date	2021 Year-to-date	2019 vs 2020 Year change	2021vs 2020 Year percent
Business	10,484.74	16,101.53	28,380.40	32,045.03	31,402.60	96,989.58	65,586.98	208.8
Non Resident Bus	1,035.38	1,327.96	5,488.91	5,500.38	4,472.96	8,285.87	3,812.91	85.2
Resident	43,858.73	49,294.34	25,241.56	74,764.05	98,193.77	73,612.01	-24,581.76	-25.0
Non-resident	2,733.48	3,762.14	2,201.52	4,963.48	6,878.50	7,539.53	661.03	9.6
Withholding	347,574.40	385,730.79	321,604.12	726,705.58	759,234.76	755,201.80	-4,032.96	-0.5
Non Resident W/H	10,795.01	10,042.14	12,393.18	29,805.87	24,995.58	26,615.23	1,619.65	6.4
Grand Total	416,481.74	466,258.90	395,309.69	873,784.39	925,178.17	968,244.02	43,065.85	4.6

	2018	2019	2020	2021
January	\$476,665.83	\$457,302.65	\$458,919.27	\$572,934.33
February	\$400,627.74	\$416,481.74	\$466,258.90	\$395,309.69
March	\$489,686.20	\$509,758.48	\$553,445.37	
April	\$676,370.43	\$655,859.08	\$768,825.17	
May	\$805,364.57	\$828,197.94	\$495,500.19	
June	\$592,217.55	\$754,024.14	\$625,636.75	
July	\$446,556.17	\$434,062.65	\$466,411.86	
August	\$364,374.69	\$393,088.65	\$539,462.46	
September	\$695,848.58	\$647,270.08	\$581,692.39	
October	\$475,426.79	\$489,731.44	\$431,152.95	
November	\$404,081.65	\$410,789.77	\$436,695.93	
December	\$627,345.52	\$580,818.02	\$614,341.53	
Grand Total	\$6,454,565.72	\$6,577,384.64	\$6,438,342.77	