

**Administrative Report**  
**July 23, 2021 to August 5, 2021**

**Administration**

1. Boat Docks on West Bank Road have all been rented out for this Summer. We do have boat docks available at the Hot Water Hole for \$110.00 now until November 1<sup>st</sup>.

**Engineering Department**

1. Department Projects:
  - a. Zoning Permits//311 updates //Code Enforcement//Planning Commission Meeting Schedule// //Organizing Maps & Plans// //Street Projects//Eaglebrooke Subdivision//Bryson Park Restroom//Demolition Project//Repaving Project
2. Zoning Permits:
  - a. 507 W Fayette St-fence
  - b. 1123 Princeton – accessory bldg.
  - c. 921 Chestnut St- res addition
3. Plumbing Permits/Inspections (6)
4. Code Enforcement:
  - a. Removal of signs in right-of-way
  - b. City crew mowed five (5) lots
  - c. 540 E Anthony St-grass
  - d. Godfrey-Warren-grass
  - e. 621 W Wayne St.-grass
  - f. 649 N Walnut-grass trash
  - g. 621 Echo- grass trash
  - h. 517 Echo St- grass
  - i. 214 Summit St- grass
  - j. Jay/South- grass
  - k. 623 Cron- grass
  - l. 629 Cron- grass
  - m. 518 Touvelle – grass
  - n. 538 Touvelle – grass
  - o. 1001 Rosewood- grass
  - p. 1005 Rosewood – grass
  - q. 437 Touvelle- trash
5. Planning Commission:
  - a. Meeting scheduled for August 12, 2021 to hear final plot approval for Eaglebrooke Sec VII Phase I that was tabled at July meeting.
  - b. Meeting scheduled for August 26, 2021 to hear cases from Michelle Salazar of 401 E Market St; UPS of 1851 Industrial Dr.; Grand Lake Eye Care new facility on Holiday Drive
6. 2021 Construction Updates
  - a. 2020 Street Resurfacing Project:
    - i. 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 13<sup>th</sup> 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 3<sup>rd</sup>. They will begin with the milling of pavement on the 3<sup>rd</sup> and this will be followed by the paving on the 6<sup>th</sup>. 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. The contractor began work Monday 5/17/2021 milling the existing pavement on Irmscher Blvd. in preparation for the resurfacing. The resurfacing began on 5/20/2021 in Irmscher Blvd. Several of the street scheduled for resurfacing have been completed and the contractor anticipates being done this coming Monday the 14th weather permitting. Street to be completed as of today are; Lilac, the northern portion of Linden, Willow, Hemlock and the parking lot located at Walnut and Fayette. All of these street have the intermediate course of asphalt placed. This project has been completed.

City forces are currently removing the concrete parking lot at the City Building and preparing to remove pavement on Jill Ave. The asphalt pavement is complete and City forces are working on the new curbs, walks and drives on the west end of the parking lot. This work is completed as well.

b. Bryson Park Restroom:

- i. 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.

The Engineers Estimate for this project was \$250,000.00. Bids were opened and Bruns Construction Enterprises Inc. dba RCS Construction was the low bidder at \$234,900.00. This project was awarded and the notice to proceed was issued on 4/6/2021. At this time Bruns is scheduled to begin this building ~~mid-July~~ late-August the contractor is waiting on delivery of materials.

c. Celina Community Parks Building:

- i. Plans have been prepared and are at present being reviewed for changes before being put out for bids. No Change.

d. 509 W. Fulton Street Demolition:

- i. The City accepted bids for this project on March 11, 2021 with A 1 Land Development was the apparent low bidder at \$73,850.00. This project was awarded to A 1 Land Development and they are scheduled to begin the

demolition mid-June. The contractor began the demolition of the building July 17<sup>th</sup>. The building walls are down and for the most part have been removed from the site. At present they are removing the concrete floors.

e. Storage Building:

- i. The city accepted bids for this (Electric Dept.) Storage Building on May 13, 2021 and there were 5 bidders. The Engineers Estimate was \$475,000.00. The apparent low bidder was Acron Builders from Arcanum, Ohio with a bid of \$339,780.00. This building is to be completed by November 15, 2021. No Change.

**Fire Department**

1. Runs to Date
  - a. Squad- 69; Total- 1,179
  - b. Fire- 12; Total- 216
  - c. Primary Squad Runs for other Branches- 6; Total- 6
2. Semi-Tanker rollover on Tuesday, July 27<sup>th</sup> at 9:01 PM on State Route 29 westbound at the curve east of Havemann Road. The tanker was hauling liquid asphalt at 250 degrees and leaked out approximately 2,000 gallons into the ditch. We contained the leak to prevent entering the water ways. The street department assisted us with 5 loads of sand and a pay loader. Celina Police Department assisted as well. A clean up contractor was hired. Mercer County EMA Director Mike Robbins assisted us with EPA involvement and with trucking company involved. Cost recovery is being completed to recover overtime and equipment cost.
3. Providing a squad for a varsity football scrimmage on Saturday, August 7<sup>th</sup>
4. Will be doing Fairground inspection on the first day of the Fair on August 13<sup>th</sup>
5. Will be present for both concerts and fireworks at the Fair
6. Providing a truck and a squad for the tractor pulls and the demo derby at the Fair
7. Will be participating in Coldwater Picnic Parade with an engine
8. Provided 2 light towers for the basketball tournament at Bryson Park District on Monday, August 2<sup>nd</sup>

**Police Department**

1. Calls for Service- 816
2. Reports Written- 298
3. Arrests- 47
4. Citations- 54
5. Crashes- 13
6. Warnings- 75
7. Reports of Interest:
  - a. On 8/3/2021, at about 4:08 AM multiple Celina Officers observed a car, later found to be driven by 33-year-old Chad Rammel, run a stop sign southbound on Brandon Avenue at W. Livingston Street. Officers were in the area after dealing with a domestic that they thought might re-kindle. The offending vehicle had driven by a couple of times and the driver should have seen the officers. One car went to stop the car.

The suspect vehicle turned westbound onto W. Market Street and was notably weaving as it sped away. The Officers in the car did speed up to try to catch up and at least get a license plate. They reached about 95 MPH and realized the driver was fleeing from them. As per policy, they did cease all attempts to stop the car, which was quickly out of sight. They had turned off their emergency lights and siren.

A short time later the vehicle was found to have crashed on Mud Pike near State Route 118. The driver, Chad Rammel was deceased at the scene. There were no passengers and no other people involved in the crash.

8. Total Police Department Calls for Services, YTD: 9,292

### **Parks and Recreation**

1. Working on soccer and football applications
  - a. Putting teams together
  - b. Recruiting coaches and referees

### **Parks Maintenance**

1. Dump trash from parks
2. Clean restrooms
3. Clean up after geese
4. Pressure wash shelter houses
5. Mow grass
6. Set up soccer fields
7. Clean up for Lake Festival
8. Repair roof on Eastview Building

### **Public Works**

1. Sweep the town
2. Patch bad areas on Market Street
3. Brush collection for August
4. Mow blighted properties
5. Mow side ditches
6. Concrete replacement in Bruns Subdivision
7. Dura Patch Alleys
8. Clean up Lake Festival and tear down Lake Festival parade route and detours
9. Spray weeds in curb areas

### **Sewer Collection**

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

### **Customer Accounts/Meter Readers**

1. Billed 2,763 customer billings
2. Sent out 309 delinquent billings

3. Sent out final billings and refunds
4. Meter readers continue to read

### **Water Treatment Plant**

1. Completed 66 microbiology samples
2. Water Distribution
  - a. Water meter replacement program
  - b. Lead service line research & replacement program
  - c. Concrete replacement at water service lines & street patches
  - d. Helping at WTP with driveway and parking lot concrete
  - e. Moved fire hydrant at Machine Pro
3. Continued weekly sampling for Microcystin analysis:
  - a. Raw Water 07/27/21 – 2.7 ug/L
  - b. Raw Water 08/03/21 – 2.8 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. Pool season continues
      1. Pool to be painted at the end of season
      2. Repaired cabinet door in basket house
      3. Changing area curtains to be replaced with stall walls at the end of the season
5. Water Dept. Training
  - i. Technology Committee Meetings
    1. Scheduled zoom meeting August
    2. Sludge Handling Sub-Committee, TBA
    3. Operators are completing continuing education with internet classes
6. WTP Buildings, Grounds, & Operations:
  - a. South raw water pump, installed, waiting on VFD, 2 weeks out
    - i. North pump to be completed in a few months
  - b. WTP Maintenance
    - i. All outside valves to be exercised when WTP is shut down
    - ii. Carbon exchange for tank #1, completed
    - iii. Carbon exchange for tank #3, scheduled for October 5<sup>th</sup>, 2021
    - iv. Started WTP Bldg. exterior cleaning, prep for foundation painting, picked up

- v. Parking lot concrete project continuing
- 7. WTP Capital Projects
  - a. 1974 Clarifier Replacement Project
    - i. DAF Facility Project, Due for completion August 2021

### **Wastewater**

1. Added isolation valve to Cornell sludge pump in main drive; set valve riser, backfilled trench, drilled rebar holes; cut rebar
2. Reported bypass report to OEPA
3. Poured 8 yds cement to West drive widening area
4. Modified MCC buckets/breakers to provide supply power for basement AMT pump; terminated wiring to AMT sludge pump bucket and labeled breaker
5. Met with Scott Gehle again to look at Raw building MCC layout
6. Removed abandoned electrical from AMT sludge pump location to prepare for vfd install; worked on and completed vfd install
7. Compacted new valve trench in drive by sludge valve room and set rebar
8. Duke's Root Control completed root treatment
9. Met with SSD and Mayor to discuss 2021 SCADA and OEPA No Feasible Alternatives response letter
10. Fabricated pipe supports for WML piping prior to removal of north WML pump; worked on north pump switch out

### **Electric Distribution**

1. Set 3 poles
2. New Services
  - a. Underground 4
3. Service Replacement
  - a. Upgrade Underground 1
  - b. Upgrade Overhead 1
4. Street Lights
  - a. Repairs 1
  - b. New Installs 2
  - c. Replaced 3
5. Request or Miscellaneous Jobs
  - a. Replace 3 transformers from storm damage
  - b. Replace secondary vault in Eastview Park
  - c. Set transformer and hook up new service on Fast Road
6. Trouble Calls
  - a. 7/24/2021- Several call outs from storm damage
  - b. 8/1/2021- Hasis Road broken riser wire
7. Large Projects
  - a. Complete pole relocation on Hesse Road for road widening
  - b. Reconductor primary overhead wire on Mairer Barber Road
  - c. Work line improvements in alley by W. Fayette and S. Walnut Street
  - d. Continue work on overhead to URD along State Route 703

- e. Complete work on Hayes Road for road widening
- f. Install GOAB on Staeger Road, for Versa Pak project

### **Income Tax – July 2021**

	<b>2019 Month-to- date</b>	<b>2020 Month-to- date</b>	<b>2021 Month-to- date</b>	<b>2019 Year-to-date</b>	<b>2020 Year-to-date</b>	<b>2021 Year-to-date</b>	<b>2019 vs 2020 Year change</b>	<b>2021vs 2020 Year percent</b>
<b>Business</b>	23,708.00	28,406.69	26,190.07	619,035.26	603,520.87	872,980.64	269,459.77	44.6
<b>Non Resident Bus</b>	853.25	9,428.00	2,924.44	63,934.88	55,735.97	110,517.64	54,781.67	98.2
<b>Resident</b>	27,725.26	90,317.42	110,351.82	640,937.72	579,744.43	663,054.67	83,310.24	14.3
<b>Non- resident</b>	683.00	10,188.55	9,756.30	62,873.69	61,225.77	85,583.85	24,358.08	39.7
<b>Withholding</b>	367,339.38	316,103.51	357,755.65	2,585,128.07	2,461,876.72	2,600,190.15	138,313.43	5.6
<b>Non Resident W/H</b>	13,753.76	11,967.69	13,363.33	83,777.06	72,893.75	75,961.02	3,067.27	4.2
<b>Grand Total</b>	434,062.65	466,411.86	520,341.61	4,055,686.68	3,834,997.51	4,408,287.97	573,290.46	14.9

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
<b>January</b>	\$476,665.83	\$457,302.65	\$458,919.27	\$572,934.33
<b>February</b>	\$400,627.74	\$416,481.74	\$466,258.90	\$395,309.69
<b>March</b>	\$489,686.20	\$509,758.48	\$553,445.37	\$492,151.79
<b>April</b>	\$676,370.43	\$655,859.08	\$768,825.17	\$850,639.88
<b>May</b>	\$805,364.57	\$828,197.94	\$495,500.19	\$778,967.41
<b>June</b>	\$592,217.55	\$754,024.14	\$625,636.75	\$797,943.26
<b>July</b>	\$446,556.17	\$434,062.65	\$466,411.86	\$520,341.61
<b>August</b>	\$364,374.69	\$393,088.65	\$539,462.46	
<b>September</b>	\$695,848.58	\$647,270.08	\$581,692.39	
<b>October</b>	\$475,426.79	\$489,731.44	\$431,152.95	
<b>November</b>	\$404,081.65	\$410,789.77	\$436,695.93	
<b>December</b>	\$627,345.52	\$580,818.02	\$614,341.53	
<b>Grand Total</b>	<b>\$6,454,565.72</b>	<b>\$6,577,384.64</b>	<b>\$6,438,342.77</b>	