

Administrative Report
August 5, 2022 to August 18, 2022

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 \$330.00 for the Summer.
 - a. August 1st –November 1st dock rental fees are \$110.00
2. Job Opening
 - a. Account Clerk I- Part-time- Audit Dept.
 - b. Deadline to submit application & resume- Monday, August 29th @ 4PM

Engineering Department

1. Department Projects:
 - a. Zoning Permits//311 updates //Code Enforcement//Planning Commission Meeting Schedule// //Organizing Maps & Plans// //Street Projects//Fulton St. project//Johnson Ave. project
2. Zoning Permits:
 - a. 930 Hemlock-shed
 - b. Wal-Mart-sign
 - c. 1610 Fleck Ave-new house
 - d. 1712 Mockingbird-residential addition
 - e. 1107 Pennyroyal Ln-fence
 - f. 520 Hoying St-residential addition
 - g. 311 Morton St-shed
 - h. 123 Summit St-shed
 - i. 500 W Logan St-sign
 - j. 2328 E Wayne St-pool
 - k. 201 E Fayette St-fence
3. Plumbing Permits/Inspections (1)
4. Code Enforcement:
 - a. Removal of signs in right-of-way
 - b. 648 N Walnut St-grass
 - c. 649 N Walnut St-grass
 - d. 2400 Eaglebrooke-grass
 - e. 2404 Eaglebrooke-grass
 - f. 214 Summit St-grass
 - g. 315 Zillah-grass
 - h. 1901 E Livingston St-grass
 - i. Anthony/Sugar-trash
 - j. 621 W Wayne St-grass
 - k. 913 Canterbury-trash/zoning
 - l. 617 Echo St-grass
5. Planning Commission:
 - a. Meeting scheduled for August 25th for lot dedication/split on Braun Avenue. Also, street dedication off Irmscher Blvd and 1st Phase of apartment complex on empty lot.

6. Board of Zoning Appeals:
 - a. Meeting scheduled for August 25th for an appeal to tear down house at 650 E Livingston St and rebuild a new house that faces N. Lake St.
7. 2022 Construction Update:
 - a. Lions Club Building
 - i. Plans have been prepared and are at present being reviewed for changes before being put out for bids.
 - ii. This project is to be advertised 4-7-22 and 4-14-22. Bid opening will be held 4-28-22 at 10am.
 - iii. This project is to be advertised 5-5-22 and 5-12-22. Bid opening will be held 4-19-22 at 10am.
 - iv. Bid opening on 5-19-22 presented 2 bidders: Muhlenkamp Building Corp. and Alexander & Bebout, INC. The bids are currently under review.
 - v. **Muhlenkamp Building Corp. was the apparent low bidder at \$373,324. They are currently ordering materials and getting a construction schedule together.**
 - vi. **No Change**
 - b. 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.
 - ii. A pre-construction meeting was held on 2-1-22. Hohenbrink Excavating anticipates a start date of 3-1-22.
 - iii. This project is underway. Hohenbrink Excavation has removed asphalt in the 400 and 300 blocks of West Fulton St. They have started at the west end with storm sewer installation, and will continue to move towards Main Street in the upcoming weeks. Their schedule shows them completing all storm sewer in Phase 1 (west of Main St.) by March 24th before beginning water line installation on the 25th.
 - iv. Hohenbrink has started waterline installation as of March 23rd. They completed their 20" tie in at sugar street and have mainline installed heading west past mill street. They continue to make good progress despite a couple rain delays.
 - v. Phase 1 continues. Hohenbrink has all water main installed and continues to install STM structures. The plan is to pressure test the main next week before installing service lines. All is going according to plan and on schedule.
 - vi. Hohenbrink continues to work on water services and has 2 main tie-ins they plan to have completed by the 29th. Once the water utilities are installed they will begin excavation and placement of the aggregate base roadway.
 - vii. All water main and service lines are complete for phase 1. Hohenbrink is completing some storm work the week of the 9th and plans to begin roadway excavation and curb work the week of the 16th.

- viii. Roadway excavation and subbase improvements continue through this week in Phase 1 (main to west). No scheduled date for curb work yet as crews ran into some gas line conflicts that are to be resolved toward the end of this month. To keep moving forward Hohenbrink plans to start some milling and removals in Phase 2 (buckeye to east) in the next week.
- ix. Hohenbrink has finished rough grading in prep for curb work in phase 1. We are told it will be approximately 1 more week until the curb company will be in. At this time the contractor has started sanitary work in phase 2 (buckeye to college) replacing the main in roadway and all laterals up to the right of way.
- x. Phase 2 of this project is underway with Hohenbrink working on Storm and Waterline East of Buckeye Street. Due to some conflicts with gas service lines, Dominion has now contracted out some mainline replacement in this section. Weather depending, Both the Gas Company and Hohenbrink are scheduled to have most work done by the end of August for phase 2.
- xi. Water service installs are complete. Hohenbrink continues to work around the gas company to get as much done as they can. They have a few hundred feet of storm line and one water main connection to make before being able to cut the road and prepare for curb. The gas company is still on track to be done with their mainline and services by the end of August before moving into phase 3 where they will continue with updates to their system.
- xii. Hohenbrink continues to make progress with curb being scheduled for Friday, August 19th. After curb is in they will work on all drive approaches and sidewalks within the next week, and begin phase 3 the week of August 29th.**
- c. Johnson Avenue Reconstruction
 - i. Tom's Construction was the apparent low bidder for this project at \$1,062,900.00. They started this project on Monday, August 15th at the intersection of Holly Street. They will continue to move west block by block, removing asphalt and stone and placing underdrain.**

Fire Department

1. Runs to Date:
 - a. Squad- 59; Total- 1,211
 - b. Fire- 10; Total- 216
 - c. Primary Squad Runs & Assist for other Branches- 6; Total- 46
2. Dockside Marathon had a gasoline leak from a filter at a gas pump. Odor was present in the sanitary sewer. Repairs were made and the lines were tested before reopening.
3. Squad will be provided for:
 - a. Varsity Football game on August 19th and August 26th
 - b. Cross Country meet at Wright State University Lake Campus on August 27th
4. Full-time firefighter Mike Bruns will be retiring on August 25th. A retirement party will be held on August 23rd from 1PM to 4PM at the Fire Department.

Police Department

1. Calls for Service- 596
2. Reports Written- 158
3. Arrests- 23
4. Citations- 32
5. Crashes- 12
6. Warnings- 46
7. Reports of Interest:
 - a. On 8/9/2022 Celina Police Department conducted HIT operations within Celina in conjunction with MCSO and the Grand Lake Task Force. Numerous contacts were made mainly through traffic stops. Two arrests were made. Officers arrested a 32-year-old female on a warrant for drug trafficking. She was also in possession of drugs and drug paraphernalia at the time of arrest. A 39-year-old was arrested while possessing 156.41 grams of Methamphetamine. This was a very successful day with two drug traffickers and a large amount of Meth removed from the streets.
8. Total Police Department Calls for Services, YTD: 10,665

Parks and Recreation

1. Bryson Pool last day open- Sunday, August 21st 1PM-5PM
 - a. Bryson Pool staff did a great job and worked hard to keep the pool open as much as the weather would allow
2. Football had their weigh-in and scrimmages on Saturday, August 20th, so the season has officially started.
3. Soccer will start their games Thursday, August 25th
4. Referees looks sufficient except for 3-4 days where some rescheduling will need to be done. 8th grade girls coach, Chad Highley, moved their practices to end earlier so 6-7 girls are able to be available to referee the early games.

Parks Maintenance

1. Dump trash from parks
2. Clean restrooms
3. Clean up after geese
4. Working on equipment
5. Working on soccer and football fields for Rec Sports
6. Mowing parks
7. Spray weeds in parks

Public Works

1. Work on equipment
2. Storm replacement on Touvelle Street
3. Swept the streets throughout the town
4. Replace 2 catch basins at intersection of Holly Street and Johnson Avenue
5. Spray weeds on streets

Sewer Collection

1. Locates for utilities
2. Training on pipe patching
3. Completed tap locations for residents with sewer issues (Locates)
4. Storm work on Touvelle Street

Customer Accounts/Meter Readers

1. Billed 2,075 customer billings
2. Shut off 22 customers
3. Sent out 183 delinquent bills
4. Sent out finals/refunds
5. Meter readers continue to read

Water Treatment Plant

1. Water Distribution
 - a. Water meter replacement program, continued replacing
 - b. Fire Hydrants continue to be painted
 - c. Lead service line research & replacement program continuing
 - d. Fulton Street Project
 - i. Water line 95% completed.
2. Water Plant
 - a. Continued weekly sampling for Microcystin analysis:
 - i. Raw Water 08/03/2022 – 21.40 ug/L
 - ii. Raw Water 08/16/2022 – 18.10 ug/L
 - iii. All finished water samples were Non-Detect for Microcystin Toxin
 - iv. Continued lagoon effluent Microcystin monitoring (NPDES Permit)
 - v. Continued Microcystin for outside communities (Paulding, Van Wert, Delphos)
 - vi. Continued Microcystin for GLSM State Parks
 - b. WTP Buildings, Grounds, & Operations:
 - i. Driveway & S. Parking Lot, concrete continued
 - ii. Foundation concrete repairs & painting continued, (90% completed)
 - c. WTP Maintenance
 - i. Carbon exchange for tank #3 scheduled for October 4th, 2022
 - ii. 1952 Settling Basins, OEPA Sanitary Survey hit, repair crumbling concrete
 1. S. Settling Basin
 - a. Flaking at grating patch completed, paint next week
 2. Sand Filter inlet trench
 - a. Exterior wall flaking to be patched & painted
 3. Re-carbonation Basin

- a. Top of wall into #2 Ozone Contactor to be removed & patched
 - iii. GAC transfer pump #4 repair, pulled for inspection, possible major repair
- 3. Water Dept. Training
 - i. AWWA district water meeting August 25th
 - ii. Technology Committee Meetings
 - 1. Scheduled zoom meeting November 16th, 2022
 - 2. Sludge Handling Sub-Committee, TBA
- 4. Bryson Pool Operations
 - a. Pool, closing August 22nd, 2022
 - i. Winterization for start in a few weeks

Wastewater

1. Pulled first signal wire for West sludge mixing tank radar transmitter (level measurement); pulled second signal wire and provided power supply to meter; Wayne Adams/Gilson completed startup
2. Primed sodium aluminate feed pump and changed suction line to lower fitting to empty tank for replacement; replaced discharge line
3. Installed confined space entry signs at WML sludge hopper, at entry of wet well below breakroom, both bypass wet wells; all LS wet wells
4. Scott Gehle made site visit to discuss vfd's sizing for spare units
5. Renewed OEPA Wastewater Operator certifications (Kerry, Jason, Erik)
6. Cut low hanging limbs over 4-H drive and took limbs to dump
7. Pulled 250 gpm sludge transfer pump in basement and started replacing mechanical seal
8. Researched/ordered bearings for Chicago sludge transfer pump in basement; installed bearings; replaced mechanical seal and reinstalled pump
9. Posted capacitor discharge instructions in applicable LS control panels
10. Removed algae from oxidation ditch weirs and RAS splitter box
11. Removed empty polymer totes from phosphorus building and staged front of WWTP for recycle pick up
12. Marked up errors on LS electrical drawings for Electro Controls to change
13. Visited applicable lift stations and reterminate sensor wires for standardization
14. Assisted Sewer Maintenance Dept with confined space entry for pipe lining training

Electric Distribution

1. Set 12 poles
2. New Services
 - a. Underground 2
 - b. Overhead 1
3. Street Lights
 - a. Repairs 6
 - b. Replaced 5
 - c. Pole New/Replace 3
4. Underground Locates (OUPS) 68

5. Request or Miscellaneous Jobs
 - a. Solar Field had another raccoon get on top of the transformer
 - i. We assisted shutting off power so they could make repairs
 - ii. It's back on line now
 - b. Programmed and tested school lights
6. Trouble Calls
 - a. 8/14/2022- Hellwarth Road- customer problem
 - b. 8/15/2022- Celina Mendon Road- bad transformer storm damage
7. Large Projects
 - a. Set 3 street light poles and pull wire W. Fulton Street
 - b. Directional bore and dig in conduit for street lights E. Fulton
 - c. Replace poles on Brandon Street area
 - d. Knock down block building and cleaning up on North Street