

Administrative Report
August 20, 2021 to September 9, 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 1st.
2. New hire orientation (Police, Electric, Water, Public Works)
3. Salary worksheets for 2022

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//DORA Project
2. Zoning Permits:
 - a. 634 Linden-shed
 - b. 1851 Industrial Dr-commercial addition
 - c. 656 N Mill St- residential addition
 - d. 2208 Eaglebrooke Circle-new home
 - e. 2221 Eaglebrooke Circle-new home
 - f. 2219 Eaglebrooke Circle-new home
 - g. 610 N Cherry St-pool/fence
3. Plumbing Permits/Inspections (4)
4. Code Enforcement:
 - a. Removal of signs in right-of-way
 - b. 811 Buckeye-dumpster
 - c. 648 N Walnut St-grass/car
 - d. 649 N Walnut St-grass/junk
 - e. 644 N Sugar St-camper
 - f. 925 W Logan St-junk
 - g. 1308 W Market St-grass/junk
 - h. 217 S Sugar St-junk
 - i. 221 S Sugar St-junk
 - j. 210 S Mill St-grass
5. Planning Commission:
 - a. 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 and Celina City Schools. All cases approved except Celina City Schools. School had no one present so board made no decision. Case will be heard at future date.
6. 2021 Construction Update:
 - a. Bryson Park Restroom
 - i. RCS has continued to move forward with the project despite a couple minor delays due to weather. As of 9/9/2021 all underground is complete, floor is in, and the block walls are going up. RCS anticipates exterior

walls to be completed this week and beginning next week with interior walls and plumbing to be started.

- b. Bryson Park Playground
 - i. The GT Wave and other playground equipment have been installed and waiting on the poured in place rubber to be installed 9/20/2021. Zip lines were installed by the contractor and City crews have begun pouring curb and installing playground mulch around the structures.
- c. 509 W. Fulton Street Demolition
 - i. This project has been completed
- d. Electric Storage Building
 - i. Arcon Builders first day of work was 9/9/2021. They have begun the building pad prep by removing top soil and hauling in compacting stone. They anticipate the footer/foundation crew breaking ground next week.

Fire Department

- 1. Runs to Date
 - a. Squad- 120; Total- 1,374
 - b. Fire- 12; Total- 241
 - c. Primary Squad Runs for other Branches- 2; Total- 69
- 2. Picked up new ambulance for Celina on Wednesday, September 8th from Horton Emergency Vehicles in Columbus
- 3. Conducted a Dorm Safety Class for the students at Wright State University Lake Campus on Saturday, August 21st
- 4. Provided First Aid and Fire Safety measures to the Cub Scouts at Harbor Point on Saturday, August 21st
- 5. Providing a squad for the varsity football game on Friday, September 10th and September 17th
- 6. The Hurst (Jaws of Life) rescue tools came on Thursday, September 2nd

Police Department

- 1. Calls for Service- 1,006
- 2. Reports Written- 356
- 3. Arrests- 38
- 4. Citations- 27
- 5. Crashes- 16
- 6. Warnings- 99
- 7. Reports of Interest:
 - a. On Monday, September 6th at about 8:20 AM, Celina Police Department and Celina Fire Department did respond to a call of a 23-year-old Celina man threatening to harm himself by jumping off of the lighthouse railing. Upon officers' arrival he had jumped onto the boardwalk and injured his ankles. He was taken to the hospital and treated for his physical injuries and given counseling.
- 8. Total Police Department Calls for Services, YTD: 10,990
- 9. See attached Bar Reports- 2019, 2020, 2021

Parks and Recreation

1. Rec Soccer games have started
2. Little League Football games have started
3. Assigning refs for rec soccer games

Parks Maintenance

1. Dump trash from parks
2. Clean restrooms
3. Clean up after geese
4. Pressure wash shelter houses
5. Mow grass
6. Paint football and soccer fields
7. Work on ball diamonds
8. Drag beach area

Public Works

1. Install curb and playground mulch
2. Brush and limb collection for September
3. Trim trees in alleys and right of ways
4. Asphalt miscellaneous patches on streets
5. Concrete replacement in Bruns Subdivision
6. Prep work for playground installation
7. Sign repairs
8. Sweep streets

Sewer Collection

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

Customer Accounts/Meter Readers

1. Billed 2,735 customer billings
2. Shut off 26 customers
3. Sent out 239 delinquent letters
4. Worked on refunds and final billings
5. Meter readers continue to read

Water Treatment Plant

1. Completed 51 microbiology samples
2. Water Distribution
 - a. Water meter replacement program
 - b. Lead service line research & replacement program
 - c. Helping at WTP with driveway and parking lot concrete
 - d. System flushing scheduled for September 27th – October 8th, 2021
3. Continued weekly sampling for Microcystin analysis:

- a. Raw Water 08/24/21 – 6.5 ug/L
 - b. Raw Water 08/31/21 – 6.4 ug/L
 - c. Raw Water 09/08/21 – 3.0 ug/L
 - d. All Finished Water Samples were Non-Detect for Microcystin Toxin
 - e. Continued lagoon effluent Microcystin monitoring (NPDES Permit)
 - f. Continued Microcystin Analysis for outside communities (Paulding, Van Wert, Delphos)
 - g. Continued Microcystin Analysis for West Beach project (GLSM State Park)
- 4. Bryson Pool Operations
 - a. Pool closed for season
 - 1. Pool to be painted within next three weeks
 - 2. Working on Winterization
 - 3. Changing area curtain replacement - stall walls ordered
- 5. Water Dept. Training
 - i. 2 new 3rd shift operators hired and in training
 - ii. Operators are completing continuing education with internet classes
 - iii. Technology Committee Meetings
 - 1. Scheduled zoom meeting November 23rd, 2021 - completed
 - a. Sludge Handling Sub-Committee, TBA
- 6. WTP Buildings, Grounds, & Operations:
 - a. South raw water pump, VFD installed and operating great!
 - 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 #3, scheduled for October 5th, 2021
 - iii. Started WTP Bldg. exterior cleaning, prep for foundation painting
- 7. WTP Capital Projects
 - i. Parking lot and driveway concrete project continuing

Wastewater

- 1. Contacted Eric Rininger/Applied Specialties to confirm that LDPE tubing compatible for sodium aluminate feed
- 2. Installed repaired MultiSmart screen @ Kessler LS; removed faulty display at Fairground LS and replaced with spare unit; sent Fairground unit in for repair
- 3. Contacted Jeff Prenger / Electro Controls to see if SCADA quote and project still valid since quote was expired
- 4. Justin/Electro Controls programmed vfd's for AMT sludge pumps (office basement and north/#1 WML) and showed Jason how to adjust the GAIN on the Huber screw press vfd's
- 5. WWTP bypassed, completed Bypass Report and submitted to OEPA
- 6. Worked on WML VFD completion and painting of mounts; completed painting and complete install of WML pumps, cleaned up area

Electric Distribution

1. Set 2 poles
2. New Services
 - a. Underground 2
 - b. Overhead 1
3. Service Replacement
 - a. Upgrade Overhead 1
4. Street Lights
 - a. Repairs 8
 - b. Replaced 1
5. Underground Locates (OUPS) 58
6. Radio Read Meters Set 18
7. Traffic Signals
 - a. Replaced red light at Fairground Road and Summit intersection
8. Substations
 - a. "Blink" Feeder 2 on 9/3/2021
 - b. "Blink" Feeder 4 on 9/9/2021 (squirrel)
9. Tree Trimming
 - a. Bryson Park for potential drive at Hot Water Hole
 - b. S. Sugar Street behind Medical Center for upcoming Feeder 2 upgrades
10. Request or Miscellaneous Jobs
 - a. Unhook power to work on meter center- Swamp Road
11. Trouble Calls
 - a. 8/28/2021- outage- Mud Pike
 - b. 9/3/2021- partial power- Family Dollar
 - c. 9/5/2021- outage- Pine Road
 - d. 9/8/2021- Mutual Aid to Ohio City (approx. 5:30 PM to 12:30 AM)
12. Large Projects
 - a. Continuing work for Versa Pak expansion and upgrade
 - b. Concrete work and bollards of EV charging stations
 - c. Prep work for new Fanning and Howey Building upgrades to Feeder 3 in area
 - d. Wreck out old overhead lines from underground upgrade- Cottonwood Drive
 - e. New overhead service- Greek Pizza
 - f. Line extension- Hayes Road (adding 3rd phase for grain setup)

Income Tax – August 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	13,558.18	27,390.51	16,265.89	632,593.44	630,911.38	889,246.53	258,335.15	40.9
Non Resident Bus	3,422.13	5,152.47	1,408.48	67,357.01	60,888.44	111,926.12	51,037.68	83.8
Resident	21,174.98	91,614.29	25,813.18	662,112.70	671,358.72	688,867.85	17,509.13	2.6
Non-resident	4,803.16	11,645.88	2,149.86	67,676.85	72,871.65	87,733.71	14,862.06	20.3
Withholding	338,859.39	392,812.70	414,629.80	2,923,987.46	2,854,689.42	3,014,819.95	160,130.53	5.6
Non Resident W/H	11,270.81	10,846.61	12,066.03	95,047.87	83,740.36	88,027.05	4,286.69	5.1
Grand Total	393,088.65	539,462.46	472,333.24	4,448,775.33	4,374,459.97	4,880,621.21	506,161.24	11.5

	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	\$492,151.79
April	\$676,370.43	\$655,859.08	\$768,825.17	\$850,639.88
May	\$805,364.57	\$828,197.94	\$495,500.19	\$778,967.41
June	\$592,217.55	\$754,024.14	\$625,636.75	\$797,943.26
July	\$446,556.17	\$434,062.65	\$466,411.86	\$520,341.61
August	\$364,374.69	\$393,088.65	\$539,462.46	\$472,333.24
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	