

Administrative Report
September 9, 2022 to September 22, 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. 1 Full-time dispatcher needed—Deadline to apply is 9/26/2022 at 4PM
3. New Hire- part-time Account Clerk 1- Auditor Office

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. 1130 W Logan St- sign
 - b. 1213 Jill Ave- pool/fence
 - c. 612 Dogwood- fence
3. Plumbing Permits/Inspections (1)
4. Code Enforcement:
 - a. Removal of signs in right-of-way
 - b. 903 N. Sugar ST-trash
 - c. 322 W Logan St-grass
 - d. 219 W Fulton St-trash
 - e. 313 E Forest-grass/trash
 - f. 920 Brandon St-grass/trash/bldg.
 - g. 522 N Mill-grass
5. Planning Commission:
 - a. Meeting scheduled for September 22 for lot dedication/split on Braun Avenue. Replot on 1640 Industrial Ave gaining 25' of property. Also, Celina City Schools PK-6 building project.
6. Board of Zoning Appeals:
 - a. Meeting scheduled for September 22 for an appeal to put up a digital led sign at 565 E. Market St. (replacing old sign); house on N Leblond wanting built with setback variance
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. **Delivery of the structure is planned to take place on September 27th. Our public works is to demolish the old structure the week prior to.**
- vii. **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.
 - xiii. Phase 3 is underway. Waterline from main to buckeye has been installed and Hohenbrink is currently working on storm sewer. Water service lines are to be installed the week of the 12th.
 - xiv. Phase 2 concrete is complete and we have The Shelly Company scheduled to lay asphalt on September 19th.
 - xv. **The Shelly Company has moved in and is laying intermediate course of asphalt in phase 2, as well as laying surface in phase 1. Hohenbrink continues to work in phase 3 on storm lines and water services.**
- 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.
 - ii. All underdrain and removals are complete. Johnson Avenue is stoned in and the contractor is currently working on spot curb repair. Buehler's is scheduled to lay asphalt on September 19th beginning on the east end (Holly St.).
 - iii. **Buehlers is currently laying asphalt on Johnson, they look to have surface course complete east of Buckeye on Friday the 23rd, and west of buckeye to be complete by the 28th.**

Fire Department

1. Runs to Date:
 - a. Squad- 186; Total- 1,211
 - b. Fire- 12; Total- 241
 - c. Primary squad runs & assist for other branches- 4; Total- 51
2. We are providing a squad for the Grand Lake Marathon
3. Paramedic refresher was completed on September 20th

4. Annual certification for out self-contained breathing air packs to be done on September 22nd
5. Three stations tours were completed for Creative Discovery pre-school
6. Conducting fire extinguisher training at Celina Tent on Thursday, September 29th
7. Providing a truck and a squad for the Touch-a-Truck event at the Fairgrounds on Saturday October 1st
8. Assisted St. Mary's Fire Department with our aerial ladder on Sunday, September 18th for the motorcycle event for the Veterans

Police Department

1. Calls for Service- 674
2. Reports Written- 220
3. Arrests- 19
4. Citations- 18
5. Crashes- 12
6. Warnings- 73
7. Reports of Interest:
 - a. Patrolman David Powell is back to light duty after being off for injuries received in the line of duty on September 2nd. Officers responded to a report of an erratic driver and made a stop downtown. The driver fled on foot and was apprehended after a foot chase.

During the foot chase Patrolman Powell had first contact with the suspect, a 23-year-old Celina man. During the take down Powell was injured with multiple facial fractures. He is doing well and is expected to make a full recovery.

The driver was found to be under the influence of meth. He had a warrant for his arrest and was operating a stolen vehicle. He is facing multiple felonies.

8. Total Police Dept. Calls for Services, YTD: 12,379

Parks and Recreation

1. This is the last week for soccer's regular season
2. Playoffs are next week, finishing October 11th
3. Soccer season has been very smooth
4. Football is halfway through the season, with 3 games remaining
5. Both the Celina Green and Celina Black teams are playing well
6. Celina Middle School Soccer Boosters held their tournament at Westview Park on September 17th & 18th. They left the park in immaculate condition

Parks Maintenance

1. Dump trash from parks
2. Clean restrooms
3. Working on soccer and football fields for Rec. sports
4. Mowing parks

Public Works

1. Work on equipment
2. Concrete drives and walks replacement on Touvelle Street
3. Swept the streets throughout the City
4. Curb and walk at Bryson Park
5. Asphalt patch work

Sewer Collection

1. Locates for utilities
2. Completed tap locations for residents with sewer issues (Locates)
3. Clean and camera storm and sanitary lines
4. Suck holes in streets

Customer Accounts/Meter Readers

1. Billed 2,074 customer billings
2. Shut off 23 customers
3. Sent out 439 delinquent billings
4. Worked on final billings and 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, as well as map updates
 - d. Fulton Street Project
 - i. Water line 95% completed.
 - ii. Last hydrants installed & tested
2. Water Plant
 - a. Continued weekly sampling for Microcystin analysis:
 - i. Raw Water 09/13/2022 – 20.30 ug/L
 - ii. Raw Water 09/20/2022 – 11.30 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, & between the buildings concrete continued
 - ii. Foundation concrete repairs & painting continued, (95% completed)
 - iii. Loading dock metal paint to start next week
 - c. WTP Maintenance

- i. Carbon exchange for tank #3 scheduled for October 5th, 2022
 - ii. 1952 Settling Basins, OEPA Sanitary Survey hit, repair crumbling concrete
 - 1. Sand Filter inlet trench
 - a. Exterior wall flaking, patch & painting completed
 - 2. Recarbonation Basin
 - a. Top of wall into #2 Ozone Contactor to be removed & patched
 - iii. GAC transfer pump #4 repair, pulled, inspected, & being repaired
- 3. Water Dept. Training
 - i. AWWA district water meeting scheduled for November 2022
 - ii. Technology Committee Meetings
 - 1. Scheduled zoom meeting November 16th, 2022
 - 2. Sludge Handling Sub-Committee, TBA
- 4. Bryson Pool Operations
 - a. Pool, closed for season
 - i. Winterization will start in a few weeks, waiting for anti-freeze order to arrive

Wastewater

- 1. Removed piece of pvc from 2nd fine bar screen channel drain
- 2. Removed plug from influent sample pump
- 3. Mowed
- 4. Bioassay sampling
- 5. Dug out for UV access drive with mini-excavator and took dirt outside fence along hill and leveled with mini; formed up and started adding stone Troubleshot wwtp generator sync fault, cleared and ok
- 6. Completed rebar installs for generator access drive pour; poured drive (11 yds); saw cut drive
- 7. Completed SOUR on AD#4; transferred to sludge mixing tank
- 8. Loaded 14 empty totes on semi for recycle company
- 9. WWTP generator control display screen bad, contacted Buckeye Power for options
- 10. Installed repaired #2 pump at Kingswood LS
- 11. Completed last day of Bioassay testing
- 12. Reset Walmart generator date, time, and exercise schedule
- 13. Completed adding stone to first pour section of UV access drive, compacted, and cut/set rebar; poured 15 yds and sealed; saw cut first section and completed adding stone, rebar in 2nd section
- 14. Hauled 3 more loads of stone in for concrete job
- 15. Gave WSLC hydrology students tour of wwtp
- 16. Requested new chemical signs from suppliers for storage tanks and buildings
- 17. Scheduled appointments for two Engineering firms to visit WWTP for bypass elimination project
- 18. Cut dead tree off 4-H LS fence

19. Pulled #1 pump at 4-H LS and removed plug
20. Completed SOUR test on AD#1; transferred tank to sludge mixing tank

Electric Distribution

1. Set 6 poles
2. New Services
 - a. Underground 3
3. Service Replacement
 - a. Upgrade Underground 2
4. Street Lights
 - a. Repairs 2
 - b. New Installs 13
 - c. Replaced 5
 - d. Pole New/Replace 9
5. Underground Locates (OUPS) 72
6. Substations
 - a. Replace fiber to Staeger Substation for relay project
7. Tree Trimming
 - a. Trim dead branches out of trees at Lakeshore Park
8. Request or Miscellaneous Jobs
 - a. Install Main Street business signs
 - b. Complete W. Fulton Street street lights
 - c. Replace pole and transformer on Hayes Road
9. Large Projects
 - a. Replace poles on FDR #6
 - b. Work on overhead to URD in Highland Park
 - c. Replace URD with overhead lines for school building project
 - d. Install tripsavers and fault indicators on FDRT #5