

Administrative Report
February 6, 2026 to February 19, 2026

Engineering Department

1. Department Projects:
 - a. Zoning Permits//Code Enforcement//Planning Commission/ BZA Meeting Schedule// //Organizing Maps & Plans// //Street Projects
2. Move to the new facility
3. Zoning Permits:
 - a. 1331 Irmscher Blvd- triplex
4. Plumbing Permits/Inspections (0)
5. Dumpster Permits (1)
6. Dominion Gas Co. Street permits (0)
7. Code Enforcement:
 - a. Removal of signs in right-of-way
 - b. 610 Willow St. chair by curb
8. Board of Zoning Appeals:
 - a. Meeting 2/26/26
9. 2026 Construction Update:
 - a. 2026 Street Resurfacing
 - i. This project includes the planning and resurfacing of approximately 5,000 lineal feet of Havemann Road and Grand Lake Road. The project will be advertised on February 10 and February 17, with bid opening scheduled for February 26 at 11:00 a.m.
 - ii. **NO CHANGE**
 - b. Administrative Building Brick Repair
 - i. Wellmann Brothers is scheduled to conduct additional water testing and continue brick repairs in April, weather permitting.
 - ii. **NO CHANGE**
 - c. Public Work Site
 - i. The Street Department is scheduled to begin work on the detention basin and associated structures at the 711 Hierholzer Street site. Weather permitting, completion is anticipated by the end of March.
 - ii. **NO CHANGE**
 - d. Public Works Salt Storage
 - i. Planning and estimating are underway to determine the appropriate size and optimal location.
 - ii. **NO CHANGE**

Fire Department

1. Totals since February 5, 2026
 - a. Squad- 75
 - b. Fire- 15
 - c. Training Hours- 19.5
 - d. Primary squad runs & assists for another branches- 0
2. Total for 2026

- a. Squad- 269
- b. Fire- 61
- c. Inspections- 19
- d. Training Hours- 90.5
- e. Primary squad runs & assists for another branches- 0

Police Department

1. Two individuals have accepted positions with the Celina Police Department. Hunter L. Mote has accepted a position as Patrol Officer and is scheduled to be sworn in on February 20, 2026. Jazmyne Harris has accepted a Dispatcher position and will begin training to fill a vacancy that will occur on March 31, 2026, upon the retirement of John Mangen. Both employees are scheduled to begin work on February 23, 2026.
2. On Tuesday, February 17, 2026, Celina Police Officers located and removed a stolen vehicle originating from the Piqua area. A person of interest had previously been involved in a pursuit in a separate vehicle with the Ohio State Highway Patrol. That pursuit was discontinued due to safety concerns, after which the suspect abandoned the vehicle. It is believed the suspect then stole a second vehicle and left it in Celina. The incident remains under investigation.
3. Total Police Dept. Incidents YTD: 1,888

Nature of Incident	Total Incidents	Nature of Incident	Total Incidents	Nature of Incident	Total Incidents
911 Hang Up	1	Injury Accident	1	Non-Injury Accident	19
Assist Another Agency	15	Alarm	4	Animal Complaint	2
Bad Check	2	Bank Detail	8	Barking Dog	1
Bond Sign Charges	14	Burglary	1	Business Checks	238
Civil	3	Court	6	Debris in/on Roadway	1
Death Investigation	2	Disorderly Conduct Issues	3	False Alarm	10
Fight	1	Follow Up	29	Found Property	3
Funeral Detail	1	Menacing/Threats/Harassment	6	House Check	2
Investigate Liquor Permit	4	Juvenile Runaway	1	Mental Subject Call	2
Miscellaneous	9	Motorist Assist	2	Noise Complaint	1
Nuisance	1	Open Door/Window	1	Parking Enforcement	11
Public Information Request	25	Release from Impound	4	Return Property	3
Sex Offense	1	Special Detail	3	Stolen Vehicle	2
Suicide Threat	2	Suspicious Person	14	Special Vehicle	2
Theft/Larceny	4	Special Traffic Detail	5	Traffic Stop	78
Prisoner Transport	4	Trespassing Report	3	Unruly Juvenile	3
Vandalism	1	Lock Out/Vehicle	5	Warrant/Paper Service	7
Welfare Check	5			TOTAL REPORTED	576

Parks Maintenance

1. Dump trash from parks
2. Clean restrooms
3. Service equipment and trailers

Public Works

1. Work on equipment
2. Shop work

3. Sweep streets
4. Salted streets on 2/6, 2/8, and plowed on 2/6
5. Moving to new Public Works Building
6. Cold patch potholes
7. Replaced 38 signs on 4-lane

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. Collect data for GIS
5. Moving to new building

Customer Accounts/Meter Readers

1. Billed 2,383 customer billings
2. Sent out 227 delinquent notices
3. Shut off 13 customers
4. Sent out refunds/finals
5. Sent over requested info to state auditors
6. Meter Readers continue to read

Water Treatment Plant

1. Water Distribution

- a. Fire Hydrant painting to continue in Spring of 2026
 - i. Painted (157 of 762) hydrants red
 - ii. Painted (125 of 141) private hydrant tops blue
- b. Located waterlines to ensure no other contractors hit and damage our infrastructure
- c. Completed work orders from Utilities Office
- d. Repair waterline in GAC Basement
- e. Willow Street waterline repaired
- f. Hamilton Street waterline capped with a hydrant on North side of 4-lane
- g. Hamilton Street waterline to be capped on South side of 4-lane next week
- h. Hauling in stone for stock
- i. Continued removal of old water meters from inside homes along Mill St. waterline project
- j. Pleasantview waterline replacement project
 - i. Pave and seed in Spring 2026
- k. Distr. Building
 - i. Engineering quote received, add to 2028 budget
- l. 2026 Waterline Projects
 - i. 703 Watermain Replacement
 1. Out for bid now

- m. Continued updating Lead service line replacement program
 - i. Completed & Submitted to OEPA
 - ii. Mapping & Spreadsheet info. update due to OEPA 2027

2. Water Plant

- a. Continued weekly sampling for Microcystin analysis:
 - i. Raw Lake Water 02/10/2026 – 3.6 ug/l
 - ii. Raw Lake Water 02/17/2026 – 1.2 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. Seasonal Microcystin testing of State monitored beaches on the lake
 - 1. Completed for the season
 - b. WTP Buildings, Grounds, & Operations:
 - i. Carbon Exchange for tank #4, scheduled for April 7th, 2026
 - ii. Carbon Exchange for tank #6, scheduled for April 28th, 2026
 - iii. GAC Facility
 - 1. GAC Tank Addition (4) Project
 - a. Engineering to be added to 2028 budget
 - iv. Replacement lime pump #3
 - 1. Getting updated price quote
 - v. Water Tower SCADA
 - 1. Panels completed, received, and installed
 - 2. Electric repaired fiber loop (Dec 2025)
 - 3. Working to get data back to WTP from towers, equipment ordered
 - vi. Weekly, monthly and annual maintenance items completed
 - vii. OEPA Sanitary Survey of WTP completed February 5th, 2026
 - viii. DAF Facility – installed electric surge units on flow meters (8)
- ## 3. Water Dept. Training
- i. AWWA District meeting - TBA
 - ii. Technology Committee Meetings
 - 1. Completed meeting on February 17th, 2026 (Microsoft Teams)
 - 2. Next meeting scheduled for May 19th, 2026 (Dublin Rd. WTP)
- ## 4. Bryson Pool Operations
- i. Pool season 2025
 - 1. Winterization completed
 - 2. Splash pad has been winterized
 - a. Parts for repairs received
 - 3. Four 3-way valves and 2 swing check valve replacement
 - a. PO completed and parts on order

Wastewater

1. Troubleshoot North press having no flow total on display, powered down and rebooted, now ok
2. Cleaned up sludge spillage by Seepex pump station; changed mis-located motor temp wires on press sludge pumps
3. Snow removal duties
4. Worked on Seepex sludge pump rebuild
5. Greased Schreiber equipment (bridge, bar screen, classifier)
6. Completed solids analysis on AD#1; completed analysis of cake solids and transferred to mixing tank
7. Replaced both pump tubes on sodium aluminate pumps; cleaned up leakage mess
8. Assisted Water Distribution crew with replacement of 4" water meter in Influent building
9. Troubleshoot North sludge pump overloading; loosened stator, now ok
10. Troubleshoot no flow to North sludge press; discovered open drain valve in drive, lubricated and closed completely
11. Discovered sludge leakage from priming assist pump on Cornell sludge pump during AD#1 transfer, cleaned up mess; discovered failed suction assist diaphragm and requested quote to replace from Cornell Pump Company
12. Completed January monthly reports; emailed to Jones & Henry
13. Completed and sent January eDMR and Minimum Staffing Reports to OEPA
14. Requested quote from Pelton Env. For two spare parts for Seepex sludge pumps
15. Installed concrete barriers in East bunker; pinned
16. Removed plug from influent sample pump, could not prime (priming pump bad); purchase new priming pump and primed
17. Cleared plugged floor drain in West storage and cleaned room due to water meter replacement
18. Cut pins for concrete wall sections, drilled holes, and pinned last wall sections
19. Changed control parameters on North Seepex sludge pump for better operation
20. Replaced South Seepex sludge pump; worked on rebuild of south pump
21. Removed plug from South polymer unit; replaced South polymer check valve
22. Completed AD#2 solids analysis; transferred to mixing tank and completed cake solids analysis; completed AD#3 solids analysis
23. Reassembled worn actuator seal in Cornell sludge pump until new unit is received; contacted Baker Associates (rep) and requested quote
24. Removed grease from East side of grit & grease channel

Electric Distribution

1. Set 5 poles
2. New Services
 - a. Underground 2
3. Service Replacement
 - a. Upgrade Overhead 1
4. Street Lights
 - a. Repairs 1

- b. Replaced 3
- 5. Underground Locates (OUPS) 38
- 6. Substations
 - a. UIS completed testing of Havemann substation
- 7. Request or Miscellaneous Jobs
 - a. Take snowflakes down, put flags up
 - b. Assist Public works with snow plowing
 - c. Get new bucket truck work ready
- 8. Trouble Calls
 - a. 2/6/2026- Replace meter at 911 Sycamore
 - b. 2/11/2026- Replace bad transformer at CrossFit
 - c. 2/16/2026- Pull meter for trailer hit at 440 Touvelle
 - d. 2/19/2026- Traffic light at Main and Logan on flash
- 9. Large Projects
 - a. Continue pole replacement in E. Warren Street area
- 10. EV Charging Stations
 - a. Number of Sessions 13
 - b. Total Length of Sessions 37 hours 38 minutes