



CITY OF PORTSMOUTH

728 SECOND STREET
PORTSMOUTH, OHIO 45662

TELEPHONE: 740-354-8807
FAX: 740-354-8809

TO: Mayor Sturgill and City Council
FROM: City Manager Derek K. Allen, ICMA-CM *DKA*
DATE: January 22, 2014
RE: City Manager's Report January 27, 2014

I apologize for the delay in receiving the city manager's report. It was delayed due to Monday being a holiday and the fact that I was locked out of my office for most of Tuesday afternoon.

ADMINISTRATION

In my first two weeks I have had meetings with the CEO of the Southern Ohio Medical Center (SOMC), the president of Shawnee State University, attended the Economic Development Committee meeting, the Parks and recreation Committee meeting, met with Lou Ann Valentine and toured the Community Action Organization of Scioto County to see their impressive one stop employment and training services center. I also was able to attend the MLK Jr. Celebration and the Baseball Banquet, both held at the Friend's Center. Last Thursday I attended a Chamber of Commerce business after hours held at Portsmouth Pizzeria.

We received the proposal for the liability and property insurance coverage. The insurance went up 10% or by \$29,118. Since the renewal date is February 15, 2014, there is not sufficient time to explore alternate options. Before we renew in February 2015 we will explore all our options for cost savings. The following is a history of our premiums for the liability and property insurance.

2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
\$494,584	\$402,300	\$400,182	\$329,839	\$225,000	\$229,252	\$199,077	\$220,273	\$249,601	\$270,578	\$299,696

PERSONNEL

A preliminary meeting with the City of Portsmouth labor attorneys was held on Thursday, January 16, 2014 to introduce ourselves to one another and to discuss upcoming labor contract negotiations.

Administrative

An ad was placed on the city's webpage for the position of Administrative Assistant for the city Manager's office. The deadline for applicants is Friday, January 25, 2014. To-date we have received eleven (11) resumes.

AFSCME

We received a Notice to Negotiate from AFSCME for a wage reopener in accordance with Article 40 of the Collective Bargaining Agreement. This was forwarded to the city's labor attorneys at Fishel Hass Kim Albrecht LLP.

Police

The civil service commission certified ten (10) names for the vacant positions in the Police Department. We have exhausted the names on the police eligibility list thus we will be having a civil service conduct an entrance exam to create a new list.

Fire

The fire eligibility list has only two names left on the list so we are requesting that they conduct an entrance exam for firefighter.

WATER

The City of Portsmouth pumped 118.227 million gallons in the month of December 2013 for a daily average of 3.814 million gallons per day (MGD). This was down significantly from December 2012 when the city pumped 154.952 with a daily average of 4.998 MGD.

The water plant staff monitored the raw water at the plant for any issues as a result of the chemical spill in West Virginia. Staff conducted more lab work and added carbon to eliminate any taste and order problems with the water. The additional cost of this effort was \$2,227.76.

WASTEWATER

There are two wastewater treatment plants operated by the City of Portsmouth. The main plant located in the City of Portsmouth treated 140 million gallons in December 2013 with an average daily flow of 4.52 MGD. The Sciotoville plant treated 10.54 million gallons for the month of December 2013 for an average daily flow of 0.340 MGD.

The flows for December 2012 were 178 million gallons with an average daily flow of 5.74 MGD at the main plant and 12.40 million gallons with an average daily flow of 0.400 MGD at the Sciotoville plant. Since Portsmouth has a combined sewer system some of the change in flow could be weather related.

There were no NPDES permit violations at either plant.

There is a conference call scheduled with U.S. EPA regarding our administrative consent order.

PUBLIC SERVICE

Sanitation

The City of Portsmouth collected and disposed of 8,949.65 tons of refuse in 2013. Future monthly reports will give a breakdown of the tonnage collected per month.

In the fall of 2013 the city solicited bids for the operation of the transfer station as well as disposal of the refuse at the landfill. The previous three (3) year contract with Pike Sanitation was for \$264,750 per year. Pike Sanitation was bought out by Rumpke and Rumpke submitted a three (3) year bid of \$600,000, \$637,500 and \$675,000. We are currently exploring the city's options.

The sanitation fund #631 ended 2013 with roughly a deficit of \$40,000. We will look to restructure the rates to accommodate any proposal for the transfer station as well as eliminating the deficit condition in this enterprise fund.

In my first two weeks as city manager I have received the most complaints regarding the rotating trash schedule. It does not work. We anticipate

making an announcement shortly regarding elimination of the rotating schedule.

Cemetery

There were 56 burials in 2013.

Street Department

I am implementing changes to how we conduct snow removal in order to create a more efficient operation and to increase our first response time. The time delay in responding to snow storms is unacceptable.

ENGINEERING

In February the Engineering Department will be reporting departmental statistics for the month of January.

HEALTH

In February the Health Department will be reporting departmental statistics for the month of January.

FIRE

The Fire Department run data is attached at the end of the report. In February I hope to be able to report to you a report broken out by station.

POLICE

The Police Department data is attached at the end of the report.

PORTSMOUTH

Incident Type Report (Summary)

Alarm Date Between {12/01/2013} And
{12/31/2013}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
	3	4.92%	\$0	0.00%
	3	4.92%	\$0	0.00%
1 Fire				
111 Building fire	5	8.20%	\$94,000	99.89%
113 Cooking fire, confined to container	2	3.28%	\$0	0.00%
131 Passenger vehicle fire	1	1.64%	\$0	0.00%
154 Dumpster or other outside trash receptacle fire	1	1.64%	\$100	0.10%
	9	14.75%	\$94,100	100.00%
3 Rescue & Emergency Medical Service Incident				
352 Extrication of victim(s) from vehicle	1	1.64%	\$0	0.00%
353 Removal of victim(s) from stalled elevator	1	1.64%	\$0	0.00%
	2	3.28%	\$0	0.00%
4 Hazardous Condition (No Fire)				
400 Hazardous condition, Other	1	1.64%	\$0	0.00%
410 Combustible/flammable gas/liquid condition, other	1	1.64%	\$0	0.00%
412 Gas leak (natural gas or LPG)	2	3.28%	\$0	0.00%
444 Power line down	1	1.64%	\$0	0.00%
	5	8.20%	\$0	0.00%
5 Service Call				
511 Lock-out	4	6.56%	\$0	0.00%
531 Smoke or odor removal	2	3.28%	\$0	0.00%
542 Animal rescue	1	1.64%	\$0	0.00%
550 Public service assistance, Other	2	3.28%	\$0	0.00%
553 Public service	1	1.64%	\$0	0.00%
	10	16.39%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	4	6.56%	\$0	0.00%
611 Dispatched & cancelled en route	2	3.28%	\$0	0.00%
622 No Incident found on arrival at dispatch address	3	4.92%	\$0	0.00%
	9	14.75%	\$0	0.00%

PORTSMOUTH

Incident Type Report (Summary)

Alarm Date Between {12/01/2013} And
{12/31/2013}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call				
721 Bomb scare - no bomb	1	1.64%	\$0	0.00%
730 System malfunction, Other	1	1.64%	\$0	0.00%
733 Smoke detector activation due to malfunction	1	1.64%	\$0	0.00%
734 Heat detector activation due to malfunction	1	1.64%	\$0	0.00%
736 CO detector activation due to malfunction	1	1.64%	\$0	0.00%
740 Unintentional transmission of alarm, Other	1	1.64%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	1	6.56%	\$0	0.00%
744 Detector activation, no fire - unintentional	2	3.28%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	3	4.92%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	3	4.92%	\$0	0.00%
	23	37.70%	\$0	0.00%

Total Incident Count: 61

Total Est Loss:

\$94,100



Portsmouth Police Dept.

Calls By Call Type By Month

Date Range 12/1/2013 to 12/31/2013

Call Type Begins With: aaaaaaaa

To zzzzzzzz

	Dec-13	Total
Alarm-Commercial	163	163
Alarm-Other	10	10
Alarm-Residential	125	125
Animal - Barking Dog	5	5
Animal - Dog Bite	1	1
Animal - Loose Dog	7	7
Animal Complaint	3	3
Assault	18	18
Attempted Suicide	5	5
B & E	9	9
B & E - In Progress	6	6
Bomb Threat	1	1
Broken / Open Door	4	4
Broken / Open Window	1	1
Building Check	49	49
Burglary	34	34
Burglary In Progress	4	4

Calls By Call Type By Month

Date Range 12/1/2013 to 12/31/2013

Call Type Begins With: aaaaaaaa

To zzzzzzzz

	Dec-13	Total
Check Occupant Welfare	21	21
Criminal Damaging	35	35
Dead On Arrival	1	1
Deliver Message	3	3
Disturbance	77	77
Domestic	47	47
Domestic - With Weapon	1	1
Drugs	7	7
Drunk	6	6
Drunk Driver	1	1
Fight	18	18
Fire	38	38
Fraud	2	2
Ill / Injured Person	6	6
Investigative Run	19	19
Juvenile - Runaway	1	1
Juvenile Complaint	21	21
Mental	1	1
Missing Person	5	5
Mutual Aid	12	12
Neighborhood Disturbance	15	15
Officer Wanted	198	198

1/21/2014

Sundance Systems Inc. - www.sundance-sys.com

Calls By Call Type By Month

Date Range 12/1/2013 to 12/31/2013

Call Type Begins With: aaaaaaaa

To zzzzzzzz

	Dec-13	Total
Officer Wanted - Followup	18	18
Officer Wanted - Found Proj	14	14
Overdose	4	4
Panhandling	1	1
Parking Violation	22	22
Person With Gun	4	4
Person With Knife	2	2
Prowler	2	2
Robbery	3	3
Service - Misc Call	3	3
Sex Offense	2	2
Speeding Driver	4	4
Suspicious Noise	17	17
Suspicious Person	67	67
Suspicious Vehicle	36	36
Theft	76	76
Theft - GTA	9	9
Theft - Identity	1	1
Theft - Shoplifter	20	20
Traffic - Aid Motorist	1	1
Traffic - Disabled Vehicle	12	12
Traffic - Parade Detail	1	1

1/21/2014

Sundance Systems Inc. - www.sundance-sys.com

Calls By Call Type By Month

Date Range 12/1/2013 to 12/31/2013

Call Type Begins With: aaaaaaaa

To zzzzzzzz

	Dec-13	Total
Traffic - Vehicle Stop	73	73
Traffic Accident-HS	12	12
Traffic Accident-PD	66	66
Traffic Accident-PI	6	6
Traffic Detail	2	2
Warrant - Felony	3	3
Warrant - Misdemeanor	12	12
Warrant - Search	2	2
Total	1,475	1,475