



# City of Portsmouth

Office of the City Manager

728 Second Street  
Portsmouth, Ohio 45662



**TO:** Portsmouth City Council  
**FROM:** City Manager Derek K. Allen, ICMA-CM DKA  
**DATE:** October 6, 2014  
**RE:** City Manager's Report October 13, 2014

## **ADMINISTRATION**

On September 16, 2014 spoke to the League of Women Voters regarding the status of the city, the direction of the city and our vision for where we are headed as a city.

Finalizing the five year recovery plan for submittal to the Auditor of State.

Met with CMI regarding the software upgrade. Participated in the training session with the finance staff. CMI loaded the new financial software on the finance department computers so they can train with the new software.

Met with Jon D. Savage from Strand regarding financing options, evaluation of the city's existing debt and possible ways to save the city money on our debt.

Attended a meeting with Appalachian Wood Floors for Business Retention Day with Jason Kester on October, 1, 2014. Attended the grand opening ceremony for Mako with SOPA board members on October 2, 2014. Also attended an Economic Development breakfast with community stakeholders on October 3, 2014.

## **PERSONNEL**

Conducted a grievance hearing with AFSCME on September 25, 2014 to hear the seven (7) grievances that AFSCME Union had filed.

## **PUBLIC SERVICE DEPARTMENT**

There was a bid opening for salt for 2015. Three bidders submitted, yet when the bids were opened all three submitted no bids and stated that there was no salt to be had due to the harsh winter of 2014. City staff is currently evaluating our options.

Sanitation/Transfer Station

1. City Trash: 803 tons
2. Other Trash: 514 tons
3. Paid into City Revenue: \$31,535.04
4. Paid into City Revenue since April 1, 2014: \$193,881.59

Regular residential and business trash removal.

Streets

1. Repairing pot holes
2. Patched water and sewer street repairs
3. Remove trash from parks twice a week.
4. Cut grass in parks and along highways.
5. Weed abatement on abandoned residential properties.
6. Preparing equipment for yearly leaf pick-up which will tentatively start on October 29th.
7. Nightly street sweeping operations in the City.

Traffic

1. Worked on electric service at the riverfront.
2. Set up and took down barricades during parade.
3. Cleaned up parade route after parade.
4. Maintain riverfront campground.
5. Repairing and/or replacing traffic signals and signage.
6. Continuing street striping.

Cemetery

There were four (4) burials in August 2014.

January 2014	4 burials
February 2014	2 burials
March 2014	4 burials
April 2014	3 burials
May 2014	7 burials
June 2014	16 burials
July 2014	7 burials
August 2014	7 burials

September 2014 4 burials

Garage

1. City vehicle and equipment maintenance.
2. Fuel supply and distribution.

**WASTEWATER**

The Lawson Run project is under construction and on schedule.

The main plant located in the City of Portsmouth treated 77.000 million gallons in September 2014 with an average daily flow of 2.56 MGD. The Sciotoville plant treated 4.365 million gallons for the month of September 2014 for an average daily flow of 0.145 MGD. Maximum rainfall at the Portsmouth plant was 0.74 inches on September 11, 2014. The Maximum rainfall recorded at the Sciotoville Plant was 0.70 inches on September 11, 2014.

Portsmouth Plant

December 2013	140.000 million gallons treated	4.52 million daily average
January 2014	148.000 million gallons treated	4.79 million daily average
February 2014	194.000 million gallons treated	6.94 million daily average
March 2014	197.000 million gallons treated	6.34 million daily average
April 2014	198.630 million gallons treated	6.62 million daily average
May 2014	188.000 million gallons treated	6.07 million daily average
June 2014	151.000 million gallons treated	5.04 million daily average
July 2014	114.000 million gallons treated	3.66 million daily average
August 2014	123.000 million gallons treated	3.97 million daily average
September 2014	77.000 million gallons treated	2.56 million daily average

Sciotoville Plant

December 2013	10.540 million gallons treated	0.340 million daily average
January 2014	8.778 million gallons treated	0.283 million daily average
February 2014	11.538 million gallons treated	0.412 million daily average
March 2014	7.977 million gallons treated	0.257 million daily average
April 2014	10.705 million gallons treated	0.356 million daily average
May 2014	7.660 million gallons treated	0.247 million daily average
June 2014	6.575 million gallons treated	0.219 million daily average
July 2014	6.630 million gallons treated	0.214 million daily average
August 2014	6.928 million gallons treated	0.223 million daily average
September 2014	4.365 million gallons treated	0.145 million daily average

There were no NPDES permit violations at either plant.

September 15, 2014: 775 Harding Avenue replaced lid and bonnet on manhole.

September 16, 2014: 732 Third Street repaired storm sewer.

September 17, 2014: 3000 block Forrest Avenue sewer repair and preparation for asphalt.

September 18, 2014: 1717 Jackson Avenue emergency sewer tap repair.

September 19, 2014: 2102 Sunrise Avenue replaced lid and bonnet on manhole.

September 22, 2014: 900 block Waller Street repaired sewer line damaged by water works while making a repair.

September 23, 2014: 1524 4<sup>th</sup> Street repaired sanitary sewer line in alley between Third and Fourth Streets.

September 24, 2014: 5829 Kentland repaired manhole.

September 25, 2014: 1624 8<sup>th</sup> Street repaired manhole.

September 26, 2014: NS Railroad, 8<sup>th</sup> Street offices. Assisted railroad personnel in locating manholes, including smoke testing and dye testing.

September 29, 2014: 732 4<sup>th</sup> Street, 1524 4<sup>th</sup> Street, 1648 7<sup>th</sup> Street, and 900 block 3<sup>rd</sup> Street: poured and leveled concrete on previous repairs in preparation for paving.

September 30, 2014: Chateau Drive (northern end): constructed inlet basin for storm water pipe. Replaced manhole lid on Noel Drive.

October 1, 2014: Farney and Bloom (Sciotoville), repaired storm drain. 1706 Valley, Repaired storm drain.

October 2, 2014: 100 block Millard (Sciotoville) repaired sanitary sewer.

October 3, 2014: (Only two employees at work.) Surveyed and inspected catch basins. Identified 20 in need of repair. Plan to begin repairs week of October 6<sup>th</sup>.

Pending for the week of October 6, 2014:

1152 11th St: Storm line repair.

Begin rebuilding catch basins identified on previous Friday.

### **FLOOD DEFENSE**

There were no high river levels in September and the Flood Defense System was not put into operation.

### **WATER**

The City of Portsmouth pumped 143.632 million gallons in the month of September 2014 for a daily average of 4.788 million gallons per day (MGD).

December 2013	118.227 million gallons pumped	3.814 million daily average
January 2014	142.090 million gallons pumped	4.583 million daily average
February 2014	131.595 million gallons pumped	4.699 million daily average
March 2014	136.711 million gallons pumped	4.410 million daily average
April 2014	120.170 million gallons pumped	4.006 million daily average
May 2014	127.800 million gallons pumped	4.122 million daily average
June 2014	149.546 million gallons pumped	4.985 million daily average
July 2014	155.205 million gallons pumped	5.007 million daily average
August 2014	154.801 million gallons pumped	4.993 million daily average
September 2014	143.632 million gallons pumped	4.788 million daily average

#### Water Leaks:

September 16, 2014: 6" main at Lakeview and Rhodes Avenue, New Boston.

September 19, 2014: 1 ½ " line at Swickert and Roe Street, Scioto Dale.

September 22, 2014: Installed 16' of 6" main at Lakeview and Rhodes Avenue. (New Boston Sewer Project)

September 24, 2014: Repaired 6" main on Lawson Street, Wheelersburg.

September 26, 2014: Replaced 12' of 1" line at 2501 15<sup>th</sup> Street, Portsmouth.

Beginning on October 1, 2014, eighty (80) feet of 4" waterline was installed on Sycamore Street to complete a loop to Lynn Street in Sciotoville. This was completed on October 3, 2014.

Water Leaks and Line Installation: There were no main leaks to report for the week of September 29, 2014.

### Hydrant Work

September 22, 2014: Raised hydrant at James F. Scott and Waller Street.

September 23, 2014: Raised hydrant at 14<sup>th</sup> and Findlay Street. Flushed hydrants in New Boston.

September 25, 2014: Straightened hydrant at 8<sup>th</sup> and Brown Street. Flushed hydrants east end area, west from Mabert Road to Offnere Street, south from 11<sup>th</sup> Street to Charles Street.

September 26, 2014: Rebuilt hydrant at 7<sup>th</sup> and Campbell Avenue, Rebuilt hydrant at 3<sup>rd</sup> and Union Street, Repacked and greased hydrant at Livingston Iron and Metal, Greased hydrant at 11<sup>th</sup> and Hutchins.

Note: The hydrant work from the 26<sup>th</sup> was a result of discoveries while flushing on the 25<sup>th</sup>.

September 29, 2014: Greased and worked hydrant at Kentland and Harding Avenue, Sciotoville; Straightened hydrant at 5<sup>th</sup> and Brown Streets.

September 30, 2014: Changed hydrant valve and rebuilt hydrant at 8<sup>th</sup> and Adams Street. Flushed hydrants from Mabert Road west to Offnere Street, north from 11<sup>th</sup> Street to Dorman Drive.

October 1, 2014: Raised hydrant 16<sup>th</sup> and Findlay Street, Rebuilt hydrant at 8<sup>th</sup> and Campbell Street.

October 2, 2014: Rebuilt hydrant at Offnere Street and Robinson Avenue. Flushed hydrants from west of Offnere Street to Chillicothe Street and 11<sup>th</sup> Street south to Front Street.

October 3, 2014: Installed new hydrant and valve at 16th Street apartments.

## **ENGINEERING**

### Contractor Registrations

January 2014	21
February 2014	15
March 2014	14

April 2014	16
May 2014	21
June 2014	10
July 2014	6
August 2014	4
September 2014	6

Violations

January 2014	10
February 2014	16
March 2014	11
April 2014	9
May 2014	4
June 2014	10
July 2014	17
August 2014	22
September 2014	6

<u>Building Permits Issued</u>	Residential	Commercial
January 2014	18	4
February 2014	19	7
March 2014	19	10
April 2014	26	13
May 2014	38	6
June 2014	30	3
July 2014	39	11
August 2014	31	12
September 2014	43	12

Certificates of Occupancy

January 2014	0
February 2014	2
March 2014	5
April 2014	4
May 2014	2
June 2014	0
July 2014	3
August 2014	5
September 2014	4

In June 2014 the City began infancy steps of establishing a code enforcement/cleanup program involving illegal signs erected in the right-of-way.

Illegal Signs Removed from Right-of-Way

June 2014	151
July 2014	70
August 2014	66
September 2014	20

**HEALTH**

State and City Mandated Inspections

January 2014	36
February 2014	41
March 2014	8
April 2014	80
May 2014	80
June 2014	50
July 2014	26
August 2014	26
September 2014	48

Rental Properties Inspected

January 2014	76
February 2014	150
March 2014	38
April 2014	23
May 2014	2
June 2014	16
July 2014	0
August 2014	0
September 2014	0

Land Reutilization Program Properties Sold

January 2014	7
February 2014	3
March 2014	0
April 2014	3
May 2014	2
June 2014	2



July 2014	10
August 2014	3
September 2014	1

#### Land Reutilization Program Properties Sales

January 2014	\$9,525.00
February 2014	\$2,951.50
March 2014	\$0.00
April 2014	\$12,500.00
May 2014	\$1,500.00
June 2014	\$2,000.00
July 2014	\$15,425.00
August 2014	\$2,800.00
September 2014	\$2,177.77

#### Nuisance Complaints

January 2014	9
February 2014	8
March 2014	26
April 2014	14
May 2014	24
June 2014	16
July 2014	18
August 2014	19
September 2014	34

#### Animal Complaints

January 2014	33
February 2014	30
March 2014	42
April 2014	29
May 2014	37
June 2014	45
July 2014	35
August 2014	30
September 2014	37

#### Syringe Exchanged

January 2014	3,899
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February 2014	2,316
March 2014	2,621
April 2014	3,188
May 2014	3,425
June 2014	3,050
July 2014	2,838
August 2014	-----
September 2014	4,308

City Employees Seen in Clinic

January 2014	30
February 2014	27
March 2014	28
April 2014	31
May 2014	31
June 2014	25
July 2014	25
August 2014	20
September 2014	26

Clients seen in Clinics

January 2014	257
February 2014	186
March 2014	336
April 2014	310
May 2014	372
June 2014	198
July 2014	286
August 2014	355
September 2014	297

**FIRE**

The Fire Department run data is attached at the end of the report.

**POLICE**

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

# Portsmouth Fire Department

## Incident Type Report By Station

Alarm Date Between {09/01/2014} And  
{09/30/2014}

Station	Incident Type	Count	Percent of All Incidents
Central Station	<b>1 Fire</b>		
	111 Building fire	4	4.65
	113 Cooking fire, confined to container	7	8.14
	118 Trash or rubbish fire, contained	1	1.16
	142 Brush or brush-and-grass mixture fire	2	2.33
	151 Outside rubbish, trash or waste fire	3	3.49
	154 Dumpster or other outside trash receptacle fire	1	1.16
		<b>18</b>	<b>20.93 %</b>
Central Station	<b>3 Rescue &amp; Emergency Medical Service Incident</b>		
	311 Medical assist, assist EMS crew	1	1.16
	322 Motor vehicle accident with injuries	1	1.16
	324 Motor Vehicle Accident with no injuries	1	1.16
	331 Lock-in (if lock out , use 511 )	1	1.16
	381 Rescue or EMS standby	1	1.16
		<b>5</b>	<b>5.81 %</b>
Central Station	<b>4 Hazardous Condition (No Fire)</b>		
	400 Hazardous condition, Other	2	2.33
	400 Hazardous condition, Other	1	1.16
	412 Gas leak (natural gas or LPG)	1	1.16
	440 Electrical wiring/equipment problem, Other	1	1.16
		<b>5</b>	<b>5.81 %</b>
Central Station	<b>5 Service Call</b>		
	500 Service Call, other	1	1.16
	511 Lock-out	7	8.14

# Portsmouth Fire Department

## Incident Type Report By Station

Alarm Date Between {09/01/2014} And  
{09/30/2014}

Station	Incident Type	Count	Percent of All Incidents
Central Station	<b>5 Service Call</b>		
	511 Lock-out	4	4.65
	542 Animal rescue	1	1.16
	551 Assist police or other governmental agency	1	1.16
	551 Assist police or other governmental agency	3	3.49
	552 Police matter	1	1.16
		<b>18</b>	<b>20.93 %</b>
Central Station	<b>6 Good Intent Call</b>		
	600 Good intent call, Other	1	1.16
	600 Good intent call, Other	1	1.16
	611 Dispatched & cancelled en route	1	1.16
	671 HazMat release investigation w/no HazMat	1	1.16
		<b>4</b>	<b>4.65 %</b>
Central Station	<b>7 False Alarm &amp; False Call</b>		
	700 False alarm or false call, Other	1	1.16
	730 System malfunction, Other	1	1.16
	733 Smoke detector activation due to malfunction	1	1.16
	735 Alarm system sounded due to malfunction	3	3.49
	736 CO detector activation due to malfunction	1	1.16
	740 Unintentional transmission of alarm, Other	1	1.16
	740 Unintentional transmission of alarm, Other	1	1.16
	743 Smoke detector activation, no fire - unintentional	3	3.49
	743 Smoke detector activation, no fire - unintentional	2	2.33
	744 Detector activation, no fire - unintentional	5	5.81

# Portsmouth Fire Department

## Incident Type Report By Station

Alarm Date Between {09/01/2014} And  
{09/30/2014}

Station	Incident Type	Count	Percent of All Incidents
Central Station	<b>7 False Alarm &amp; False Call</b>		
	745 Alarm system activation, no fire - unintentional	1	1.16
	746 Carbon monoxide detector activation, no CO	2	2.33
		<hr/> 22	<hr/> 25.58 %
Hilltop Station	<b>4 Hazardous Condition (No Fire)</b>		
	424 Carbon monoxide incident	1	1.16
		<hr/> 1	<hr/> 1.16 %
Hilltop Station	<b>5 Service Call</b>		
	511 Lock-out	1	1.16
	561 Unauthorized burning	1	1.16
		<hr/> 2	<hr/> 2.33 %
Hilltop Station	<b>6 Good Intent Call</b>		
	611 Dispatched & cancelled en route	1	1.16
		<hr/> 1	<hr/> 1.16 %
Hilltop Station	<b>7 False Alarm &amp; False Call</b>		
	700 False alarm or false call, Other	1	1.16
		<hr/> 1	<hr/> 1.16 %
Sciotoville Station	<b>1 Fire</b>		
	151 Outside rubbish, trash or waste fire	1	1.16
		<hr/> 1	<hr/> 1.16 %
Sciotoville Station	<b>3 Rescue &amp; Emergency Medical Service Incident</b>		
	311 Medical assist, assist EMS crew	2	2.33
		<hr/> 2	<hr/> 2.33 %
Sciotoville Station	<b>4 Hazardous Condition (No Fire)</b>		
	441 Heat from short circuit (wiring), defective/worn	1	1.16
	442 Overheated motor	1	1.16

# Portsmouth Fire Department

## Incident Type Report By Station

Alarm Date Between {09/01/2014} And  
{09/30/2014}

Station	Incident Type	Count	Percent of All Incidents
Sciotoville Station	6 Good Intent Call	2	2.33 %
	611 Dispatched & cancelled en route	1	1.16
	611 Dispatched & cancelled en route	3	3.49
		<u>4</u>	<u>4.65 %</u>

Total Incident Count: 86



# Portsmouth Police Dept.



## Calls By Call Type By Month

Date Range 9/1/2014 to 9/30/2014

Call Type Begins With: aaaaaaa

To zzzzzzzz

	Sep-14	Total
Alarm-Commercial	85	85
Alarm-Hold Up, Robbery	2	2
Alarm-Other	7	7
Alarm-Residential	104	104
Animal - Barking Dog	2	2
Animal - Dog Bite	2	2
Animal - Loose Dog	1	1
Animal Complaint	15	15
Assault	25	25
Attempted Suicide	10	10
B & E	19	19
B & E - In Progress	12	12
Broken / Open Door	9	9
Building Check	49	49
Burglary	12	12
Burglary In Progress	3	3
Check Occupant Welfare	18	18

# Calls By Call Type By Month

Date Range 9/1/2014 to 9/30/2014

Call Type Begins With: aaaaaaa

To zzzzzzzz

	Sep-14	Total
Criminal Damaging	28	28
Dead On Arrival	3	3
Deliver Message	11	11
Disturbance	116	116
Domestic	39	39
Domestic - With Weapon	1	1
Drugs	24	24
Drunk	15	15
Drunk Driver	1	1
Escort	3	3
Fight	22	22
Fight-Knife Involved	1	1
Fire	51	51
Foot Pursuit	1	1
Fraud	2	2
House Check	3	3
Ill / Injured Person	11	11
Investigative Run	28	28
Juvenile - Runaway	7	7
Juvenile Complaint	76	76
Missing Person	2	2
Mutual Aid	10	10



# Calls By Call Type By Month

Date Range 9/1/2014 to 9/30/2014

Call Type Begins With: aaaaaaaa

To zzzzzzzzz

	Sep-14	Total
Neighborhood Disturbance	23	23
Officer Wanted	233	233
Officer Wanted - Caged Unit	2	2
Officer Wanted - Followup	28	28
Officer Wanted - Found Proj	8	8
Overdose	2	2
Panhandling	4	4
Parking Violation	53	53
Person With Gun	3	3
Prowler	4	4
Rape	2	2
Robbery	3	3
Service - Misc Call	2	2
Sex Offense	1	1
Soliciting - No Permit	1	1
Speeding Driver	6	6
Suicide	1	1
Suspicious Noise	10	10
Suspicious Person	128	128
Suspicious Vehicle	42	42
Theft	125	125
Theft - GTA	7	7

# Calls By Call Type By Month

Date Range 9/1/2014 to 9/30/2014

Call Type Begins With: aaaaaaaa

To zzzzzzzz

	Sep-14	Total
Theft - Identity	2	2
Theft - In Progress	5	5
Theft - Shoplifter	36	36
Traffic - Aid Motorist	1	1
Traffic - Disabled Vehicle	16	16
Traffic - Vehicle Stop	141	141
Traffic - Work Radar	1	1
Traffic Accident-HS	21	21
Traffic Accident-PD	45	45
Traffic Accident-PI	5	5
Traffic Detail	2	2
Vandalism	1	1
Warrant - Felony	14	14
Warrant - Misdemeanor	52	52
Warrant - Search	3	3
<b>Total</b>	<b>1,863</b>	<b>1,863</b>