



# City of Portsmouth

Office of the City Manager

728 Second Street  
Portsmouth, Ohio 45662



**TO:** Mayor Sturgill and City Council  
**FROM:** City Manager Derek K. Allen, ICMA-CM DKA  
**DATE:** March 7, 2014  
**RE:** City Manager's Report March 10, 2014

## **ADMINISTRATION**

The budget has been completed and will be distributed as soon as copies are made.

## **PERSONNEL**

Employee George Houston resigned from the Sanitation Department.

The Police Department hired Tyler Culbertson.

## **RECREATION**

Portsmouth Little League has asked the city to purchase \$25,000 worth of building materials so that they can build a concession stand. They have an individual that would do the work. They wish to attract a tournament in June or July and need a new concession stand to accomplish this tournament.

There are several problems with this request. Public buildings require plans to be submitted to the state for approval and the buildings have to be built to certain standards. It is unclear how these two requirements would be met.

Second, if the city purchased material and the group or individual did not build a building with them there would be no method for the city to recoup our investment. With a contractor we would have bonds and insurance in the event that he failed to do the work or failed to complete the project to our satisfaction.

The third issue is liability protection. We require contractors to have proof of insurance and proof of workers' comp. For these reasons and given the fact that we do not have financial capability to accommodate this request at this time I would respectfully decline this opportunity.

## **WATER**

The City of Portsmouth pumped 131.595 million gallons in the month of February 2014 for a daily average of 4.699 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

There were numerous water main breaks that had to be repaired.

February 24, 2014: 4" main on Elm Street, Portsmouth, 4" main on South Preston in Sciotodale.

February 26, 2014: 3" fire line 300 block of Chillicothe Street.

February 27, 2014: 1 ½ " line at 8<sup>th</sup> and Court Streets, Portsmouth; Replace 4" valve on Old Scioto Trail and Sunset, Rosemount; 4" main on East Street, Sciotodale; 2" main on Myrtle Street, Sciotodale.

February 28, 2014: 6" main 1900 block of Wayne Ave., Portsmouth; 4" valve 400 block of Chillicothe Street.

March 1, 2014: 2- 8" main repairs on U.S. Route 23; 2" main on High Street, Sciotodale.

## **WASTEWATER**

The main plant located in the City of Portsmouth treated XXXXXX million gallons in February 2014 with an average daily flow of XXX MGD. The Sciotoville plant treated XXXX million gallons for the month of February 2014 for an average daily flow of XXXX MGD.

### 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

## 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

There were no NPDES permit violations at either plant.

February 3, 2014: 2250 Scioto Trail, repaired 6-inch sanitary sewer; 11th St at Chillicothe St., repaired 10-inch sanitary sewer.

February 5, 2014: 1702 7th St., repaired manhole.

February 7, 2014: 2922 Sherman Ave., replaced 20 feet of 8-inch sanitary sewer.

February 11, 2014: 2408 Richardson St., installed new manhole, replaced approx. 10 feet of 6-inch sanitary sewer.

February 12, 2014: 25th and Grandview Ave. repaired 8-inch storm sewer.

February 14, 2014: Washington Boulevard (in West Portsmouth\*), repaired 8-inch sanitary sewer.

February 20, 2014: Roy Rogers Esplanade, rebuilt catch basin; 2745 Sunrise Ave., replaced 6-inch sanitary sewer tap.

February 21, 2014: 2745 Sunrise Ave., repaired 8-inch sanitary sewer.

February 27, 2014: Old Scioto Trail at Sunset Dr. (in Rosemount\*), repaired 8-inch storm sewer.

\* indicates repair outside of City Limits due to damage during water works repair.

Wednesday, March 5, 2014: 2205 Robinson Ave. repaired 6-inch sanitary sewer.

Thursday, March 6, 2014: 1149 Coles Blvd. replaced 15-inch storm sewer.

## **Poured Concrete**

Thu. March 6: 2205 Robinson Ave. (repaired 3/5)

Fri. March 7: 2408 Richardson St. (repaired 2/11)

2745 Sunrise Ave. (repaired 2/21)

1149 Coles Blvd. (repaired 3/6)

## **Planned repairs for March 10-14, 2014**

1321 Kinneys Lane, storm sewer.

2105 Sandstone Dr., storm sewer.

2020 20th Street, storm line.

Kentland and Division (Sciotoville), hole next to manhole.

5375 Winchester (Sciotoville), hole at side of road.

## **FLOOD DEFENSE**

Due to high river levels the Flood Defense System was put into operation twice in February.

February 5<sup>th</sup> to February 8<sup>th</sup>: Ohio River Stage Peaked at 46.5 feet.  
February 21<sup>st</sup> to February 26<sup>th</sup>: Ohio River Stage Peaked at 45.3 feet.

The flood pumps are put on line when the river reaches 36 feet.

The first traffic gate (at 3rd and Madison) is installed if the river is predicted to reach 56.5 feet.

## **PUBLIC SERVICE**

### Sanitation

The trash routes are on schedule.

A Rumpke representative came in after the last city council meeting and attempted to get me to sign a three month agreement at the \$50,000 per month fee. We changed it to the previously agreed to one month agreement.

We have written bid specs for hauling refuse and are in the process of legal review.

### Cemetery

There were two (2) burials in February 2014.

January 2014 4 burials

February 2014 2 burials

### Street Department

The Street Department has been filling potholes.

### **ENGINEERING**

The appraisal of the Babcock property has been completed and we are awaiting the report.

The structural engineer hired by the city has inspected three more properties.

There were 15 contractor registrations.

There were 16 violations inspected.

There were twenty-two (22) building permits issued. The Engineering Department issued eighteen (19) residential and 7 commercial building permits. There were two (2) certificates of occupancy issued.

### **HEALTH**

The Health Department had the following statistics for the month of February 2014.

1. State and City Mandated Inspections: 41
2. Rental Properties Inspected: 150
3. Land Reutilization Program Properties Sold: 3
4. Land Reutilization Program Properties Sales: \$2,951.50

5. Nuisance Complaints: 8
6. Animal Complaints: 30
7. Syringe Exchanged: 2,316
8. City Employees Seen in Clinic: 27
9. Clients seen in Clinics: 186

## **FIRE**

The Fire Department run data is attached at the end of the report. We are still trying to produce a report broken out by station.

## **POLICE**

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



# Portsmouth Police Dept.

## Calls By Call Type By Month

Date Range 2/1/2014 to 2/28/2014

Call Type Begins With: aaaaaaaa

To zzzzzzzz

	Feb-14	Total
Alarm-Commercial	131	131
Alarm-Hold Up, Robbery	3	3
Alarm-Other	4	4
Alarm-Residential	93	93
Animal - Barking Dog	5	5
Animal - Dog Bite	1	1
Animal - Loose Dog	3	3
Animal Complaint	4	4
Assault	8	8
Assault-Felonious	2	2
Attempted Suicide	4	4
B & E	5	5
B & E - In Progress	2	2
Broken / Open Door	2	2
Building Check	43	43
Burglary	16	16
Burglary In Progress	2	2

3/3/2014

Sundance Systems Inc. - [www.sundance-sys.com](http://www.sundance-sys.com)

**Calls By Call Type By Month**

Date Range 2/1/2014 to 2/28/2014

Call Type Begins With: aaaaaaaa

To zzzzzzzz

	Feb-14	Total
Check Occupant Welfare	17	17
Criminal Damaging	19	19
Dead On Arrival	2	2
Deliver Message	1	1
Disturbance	67	67
Domestic	33	33
Domestic - With Weapon	1	1
Drugs	10	10
Drunk	10	10
Drunk Driver	1	1
Fight	10	10
Fight-Knife Involved	1	1
Fire	40	40
Foot Pursuit	1	1
Ill / Injured Person	5	5
Investigative Run	26	26
Juvenile Complaint	30	30
Mental	1	1
Missing Person	1	1
Mutual Aid	9	9
Neighborhood Disturbance	12	12
Officer Wanted	184	184

3/3/2014

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**Calls By Call Type By Month**

Date Range 2/1/2014 to 2/28/2014

Call Type Begins With: aaaaaaaa

To zzzzzzzz

	Feb-14	Total
Officer Wanted - Followup	34	34
Officer Wanted - Found Prop	11	11
Overdose	3	3
Parking Violation	30	30
Person With Gun	2	2
Person With Knife	1	1
Prowler	1	1
Robbery	1	1
Robbery In Progress	1	1
Service - Ice, Snow	1	1
Service - Misc Call	4	4
Shooting	1	1
Suspicious Noise	8	8
Suspicious Person	83	83
Suspicious Vehicle	31	31
Theft	57	57
Theft - GTA	3	3
Theft - Identity	2	2
Theft - In Progress	1	1
Theft - Shoplifter	25	25
Traffic - Aid Motorist	1	1
Traffic - Disabled Vehicle	27	27

**Calls By Call Type By Month**

Date Range 2/1/2014 to 2/28/2014

Call Type Begins With: aaaaaaaa

To zzzzzzzz

	Feb-14	Total
Traffic - Vehicle Stop	103	103
Traffic Accident-HS	14	14
Traffic Accident-PD	66	66
Traffic Accident-PI	12	12
Traffic Detail	1	1
Vehicle Pursuit	1	1
Warrant - Felony	3	3
Warrant - Misdemeanor	14	14
Warrant - Search	1	1
<b>Total</b>	<b>1,352</b>	<b>1,352</b>

# Portsmouth Fire Department

## Incident Type Report By Station

Alarm Date Between {02/01/2014} And  
{02/28/2014}

Station	Incident Type	Count	Percent of All Incidents
Central Station 1	<b>Fire</b>		
	111 Building fire	1	1.28
	111 Building fire	2	2.56
	111 Building fire	1	1.28
	113 Cooking fire, confined to container	5	6.41
	151 Outside rubbish, trash or waste fire	1	1.28
		<b>10</b>	<b>12.82 %</b>
Central Station 3	<b>Rescue &amp; Emergency Medical Service Incident</b>		
	311 Medical assist, assist EMS crew	1	1.28
	322 Motor vehicle accident with injuries	2	2.56
	322 Motor vehicle accident with injuries	1	1.28
	331 Lock-in (if lock out , use 511 )	1	1.28
	352 Extrication of victim(s) from vehicle	1	1.28
	381 Rescue or EMS standby	1	1.28
		<b>7</b>	<b>8.97 %</b>
Central Station 4	<b>Hazardous Condition (No Fire)</b>		
	412 Gas leak (natural gas or LPG)	1	1.28
	412 Gas leak (natural gas or LPG)	1	1.28
	412 Gas leak (natural gas or LPG)	1	1.28
	440 Electrical wiring/equipment problem, Other	1	1.28
	443 Breakdown of light ballast	1	1.28
	461 Building or structure weakened or collapsed	2	2.56
	4631 Vehicle accident, standby	1	1.28
		<b>8</b>	<b>10.26 %</b>
Central Station 5	<b>Service Call</b>		

# Portsmouth Fire Department

## Incident Type Report By Station

Alarm Date Between {02/01/2014} And  
{02/28/2014}

Station	Incident Type	Count	Percent of All Incidents
Central Station 5	<b>Service Call</b>		
	511 Lock-out	1	1.28
	520 Water problem, Other	1	1.28
	531 Smoke or odor removal	1	1.28
	551 Assist police or other governmental agency	1	1.28
	553 Public service	1	1.28
		7	8.97 %
Central Station 6	<b>Good Intent Call</b>		
	611 Dispatched & cancelled en route	1	1.28
	611 Dispatched & cancelled en route	3	3.85
	611 Dispatched & cancelled en route	1	1.28
		5	6.41 %
Central Station 7	<b>False Alarm &amp; False Call</b>		
	700 False alarm or false call, Other	1	1.28
	7001 False alarm ,system normal	2	2.56
	730 System malfunction, Other	1	1.28
	733 Smoke detector activation due to malfunction	1	1.28
	740 Unintentional transmission of alarm, Other	2	2.56
	743 Smoke detector activation, no fire - unintentional	3	3.85
	745 Alarm system activation, no fire - unintentional	3	3.85
	746 Carbon monoxide detector activation, no CO	1	1.28
	746 Carbon monoxide detector activation, no CO	1	1.28
	746 Carbon monoxide detector activation, no CO	1	1.28
		16	20.51 %
Hilltop Station 1	<b>Fire</b>		

# Portsmouth Fire Department

## Incident Type Report By Station

Alarm Date Between {02/01/2014} And  
{02/28/2014}

Station	Incident Type	Count	Percent of All Incidents
<hr/>			
Hilltop Station1	<b>Fire</b>		
	111 Building fire	2	2.56
		<hr/>	<hr/>
		3	3.85 %
Hilltop Station3	<b>Rescue &amp; Emergency Medical Service Incident</b>		
	300 Rescue, EMS incident, other	1	1.28
	381 Rescue or EMS standby	1	1.28
		<hr/>	<hr/>
		2	2.56 %
Hilltop Station4	<b>Hazardous Condition (No Fire)</b>		
	412 Gas leak (natural gas or LPG)	2	2.56
	412 Gas leak (natural gas or LPG)	1	1.28
	424 Carbon monoxide incident	1	1.28
		<hr/>	<hr/>
		4	5.13 %
Hilltop Station6	<b>Good Intent Call</b>		
	622 No Incident found on arrival at dispatch address	1	1.28
	631 Authorized controlled burning	1	1.28
	651 Smoke scare, odor of smoke	1	1.28
	652 Steam, vapor, fog or dust thought to be smoke	1	1.28
		<hr/>	<hr/>
		4	5.13 %
Sciotoville Station8	<b>Rescue &amp; Emergency Medical Service Incident</b>		
	322 Motor vehicle accident with injuries	1	1.28
	324 Motor Vehicle Accident with no injuries	1	1.28
	342 Search for person in water	1	1.28
	352 Extrication of victim(s) from vehicle	1	1.28
		<hr/>	<hr/>
		4	5.13 %
Sciotoville Station11	<b>Hazardous Condition (No Fire)</b>		
	412 Gas leak (natural gas or LPG)	1	1.28

# Portsmouth Fire Department

## Incident Type Report By Station

Alarm Date Between {02/01/2014} And  
{02/28/2014}

Station	Incident Type	Count	Percent of All Incidents
Sciotoville Station	Hazardous Condition (No Fire)		
	444 Power line down	1	1.28
		<hr/>	<hr/>
		3	3.85 %
Sciotoville Station	Good Intent Call		
	611 Dispatched & cancelled en route	1	1.28
	611 Dispatched & cancelled en route	2	2.56
	611 Dispatched & cancelled en route	1	1.28
	622 No Incident found on arrival at dispatch address	1	1.28
		<hr/>	<hr/>
		5	6.41 %
Total Incident Count: 78			