



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: May 19, 2014
RE: City Manager's Report May 27, 2014

ADMINISTRATION

I had a meeting with Councilman Kevin W. Johnson on Thursday, May 15, 2014.

Staff had a meeting with Columbia Gas regarding an upcoming project that they plan to conduct in Portsmouth. The meeting afforded me the opportunity to discuss street cut repairs and some isolated problems that we experienced on Chillicothe Street.

There was a meeting with our financial software provider (CMI) that was conducted last week. In attendance was Chris Smith, Health Commissioner, Celeste Tucker, Auditor Trent Williams and myself. Representatives from CMI wanted to introduce themselves and to see where the City was going to go with the software upgrades. I instructed them to move forward as quickly as possible. It is anticipated that the software changes can aid in eliminating some audit citations.

I attended a Marketing Committee meeting of SOPA. My participation on this committee is to assist Jason Kester with compiling information of potential industrial development sites in Scioto County.

Met with Connex and Shawnee State University regarding the first phase of the proposed bike/recreation path and coordinating how it will connect and go through the university.

Had a meeting with the railroad regarding closing some of the at-grade street crossings. This was a follow up meeting to previous meetings held with Mayor Malone. The railroad will pay the City of Portsmouth to reduce the number of crossings as a method to reduce railroad exposure.

The City received a request from an Anthropology doctoral candidate student that wanted to conduct an investigation on the Indian Mound located at Mound Park. He was referred to the Department of the Interior.

PERSONNEL

I accepted the resignation/retirement of Larry Mitchell, Working Supervisor for sanitation division of the Public Service Department. The position was posted internally and the posting comes down May 20, 2014.

There were eight (8) grievances from the AFSCME Union processed this past week.

The Fire Department has two employees leaving for overseas military duty and one employee leaving on a pension disability. They will have another employee retiring this summer. They will be looking to place two individuals in full-time appointments and two individuals in temporary appointments.

The Civil Service Commission will be giving the entry level firefighter exam in June.

WATER

Leak Repairs

May 12, 2014: repaired ¾" leak on lot #60 at campground, water fountain repair at Bannon Park.

May 13, 2014: repaired 2" main on Terrace lane, Rosemount

Hydrant Repairs and Flushing

May 12, 2014: Rebuilt hydrant at 9th and Grimes, Rebuilt Hydrant 300 block of Chillicothe Street, Flushed Hydrants west from Offnere to Argonne from 12th Street north to city limits.

May 14, 2014: Rebuilt hydrant at 9th and Court Street that was found to have a bad valve. (Bolts rusted)

May 15, 2014: Flushed hydrants 12th Street south to Front Street from Chillicothe Street to 2nd Street Bridge.

May 16, 2014: Installed new hydrant valve at 9th and Court, Rebuilt hydrant at 7th and Court Streets, Straightened and tested hydrant on 10th Street

between Court and Washington Street, Greased and tested hydrant at 1101 Ruhlman, Tested hydrant at 505 Washington Street. (All Operational)

The rest of the week consisted of filling and repairing holes, service complaints, utility line locates and pumping down the McKinley Pool.

PUBLIC SERVICE

The pool is planned to be open by June 2, 2014.

ENGINEERING

The structure at 418 Second Street was evaluated by a second structural engineer and a notice to address the issues described in the report has been sent to the owner.

Notices for the Public Hearing have been sent out to the residents on Front Street regarding making the street one way west for the installation of a bike/recreational path on Front Street. The Public hearing is schedule for the June 9th City council meeting.

The new HVAC unit for the 3rd floor of the Health Department has been ordered.

WASTEWATER

A bid opening was conducted for the Lawson Run project on Friday, May 16, 2014. There were two bidders:

BIDDER	BASE BID	ALTERNATE #1
Distel Construction	\$2,694,262.36	\$428,203.10
J & H Reinforcing	\$2,831,688.00	\$769,116.00

These bids were taken under advisement and are currently being reviewed.

A bid opening for cleaning and televising of sewers was held and unfortunately no bids were submitted. We are currently reviewing the situation.

Monday, May 5, 2014: 1914 Kinney's Lane. Replaced 6 ft of 10-inch sewer main and 10 ft of 6-inch sanitary sewer.

Tuesday, May 6, 2014: 555 Sycamore St. Replaced sewer tap.

6502 Harding, Replaced 10 ft of 6-inch sanitary sewer.

Wednesday, May 7, 2014: 2331 Argonne Rd. Replaced 7 ft of 8-inch sewer.

Thursday, May 8, 2014: 24th St. Storm line repair.
Cleaned out sewer lines and holding tanks at Riverfront Campground in preparation for camping season.

Friday, May 9, 2014: 436 2nd St. Repaired sanitary tap.
Delivered letters on Orchard Drive and Sheridan Drive.

Monday, May 12, 2014: Replaced manhole casting behind Main Fire Department.

Tuesday, May 13, 2014: Poured concrete on previous repairs at 1405 Kinneys Lane, 1540 12th St., 1711 Coles Boulevard, 1206 2nd St. (Shawnee State University), 555 Sycamore, 436 2nd St., 2331 Argonne, and Fire Department.

Wednesday, May 14, 2014: 412 3rd St. Repaired 8-inch sanitary sewer and 48-inch combined sewer.

Thursday, May 15, 2014: 322 2nd St. Repaired 6-inch sewer tap.

Friday, May 16, 2014: 1711 8th St. Repaired 6-inch sewer tap.

Pending for week of May 19th to May 23rd:

500 3rd St.
602 7th St. (North of Courthouse)
2034 11th St.
3323 Old Post Rd.
119 Glover St.
1040 Coles Blvd.
2100 block Scioto Trail.
Blue Rock Drive

The drainage improvement project approved back in 2013 for Orchard has started.

Worked with a home owner at 5333 Gallia Street in Sciotoville to disconnect their sanitary sewer from a storm sewer and to install a grinder pump to the nearest sanitary sewer.

FIRE

Fire hydrants are being painted red and will be conducted until all the fire hydrants within the city limits are all painted.

POLICE

The Police Department obtained an MRV armored personnel carrier at no charge from the United States military. This type of acquisition is common among police departments across the state.

The "Click It or Ticket" program is in effect through Memorial Day.