



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: March 21, 2016
RE: City Manager's Report March 28, 2016

ADMINISTRATION

Meetings

Met with Bill Tool commercial building inspector, City Solicitor Haas, Fire Chief Raison and representatives from 546 Second Street regarding their building plans and encroachments on the city right-of-way on March 7, 2016.

Participated in Leadership Portsmouth on March 8, 2016.

Met with Shawnee State University President Rick Kurtz and Eric Braun, Director of development on March 9, 2016.

Attended the SOPA Board meeting on March 10, 2016.

Presented the State of the City: Where We Are and Where We Are Heading at Rotary on March 14, 2016.

Attended the Civil Service Commission meeting on March 14, 2014.

Attended City Council meeting on March 14, 2016.

Met in a breakfast meeting with Jim Morgan and Steve Sturgill on March 15, 2016.

Attended a meeting regarding creation of the Scioto County Land bank on March 15, 2016.

Participated in the Connex Board meeting on March 15, 2016.

Attended a MAPS course at The Ohio State University as a part of maintaining my credentialed manager designation on March 17, 2016.

Attended the OVRDC meeting in Batavia, Ohio held at the UC Clermont College on March 18, 2016.

Attended Rotary on March 21, 2016.

FLOOD CONTROL

The Army Corp. of Engineers submitted their report of the Levee system on February 18, 2016. The previous inspection conducted returned to the city on April 18, 2013 revealed the project (levee system) to be in unacceptable condition due to six (6) significant areas of concern. In addition, there were identified in 2013 four (4) unacceptable maintenance items.

The February 18, 2016 letter for the 2015 inspections indicates that there were no areas of significant concern. The only unacceptable received in the maintenance item section was trees near the levee and the Flood Defense employees are working to remove the trees. This is a remarkable improvement.

FEMA has given a deadline of April 8, 2016 to submit the documentation that they requested on February 8, 2016.

PERSONNEL

Civil Service has certified ten (10) names for the position of cashier and we are in the process of preparing to conduct interviews.

Civil Service has certified ten (10) names for the position of clerk typist II and we are in the process of preparing to conduct interviews.

A request was sent to the Civil Service Commission to conduct a test for part-time and full-time dispatcher.

A request was sent to the Civil Service Commission to conduct a test for common laborer in the Sanitation, Street, Water and Wastewater Departments as positions become available.

A request was sent to the Civil Service Commission to conduct a test for entry level patrol officer due to the existing list become nearly exhausted. There will be a need for a police officer hiring with the approaching retirement of a detective in the police department.

Due to two (2) retirements in the Fire Department the Civil Service Commission awarded two promotions, one for Captain to Travis Garrett and one for Lieutenant to Chris Thoroughman. The two firefighters that retired were Jerry Cornwell, and Tim Mosley.

WASTEWATER

Portsmouth Wastewater Treatment Plant

The Ultraviolet bulbs for the UV disinfection system which has never been operational were installed in preparation for switching from Chlorine to UV disinfection. The bulbs have been cleaned and are in operation as the city conducts a testing phase before the city discontinues the use of chlorine.

Sewer Collection

March 7, 2016: Eastern Lift Station, additional site cleanup following 6-inch force main installation.

March 8, 2016: 1607 High Street repair of manhole.

March 9, 2016: 3900 block Gallia Street, video inspection of sewer. (New Boston assistance.) 2202 Woodlawn, repair of 6-inch sewer damaged during water line repair.

March 10, 2016: 800 block of Prospect Street, repair of manhole.

March 11, 2016: 826 7th Street, repair of manhole.

March 14, 2016: 826 7th Street cleaning sewer line.

March 15, 2016: 840 7th Street cleaning sewer line. 1930 20th Street cleaning storm drains. 1230 Bonser Avenue cleaning sewer line.

March 16, 2016: 3900 block Gallia Street, cleaning sewer line. (New Boston assistance.) 1230 Bonser Avenue cleaning and video of sewer.

March 17, 2016: 2118 Stockham Lane cleaning sewer line. 1700 block Dexter Street cleaning storm sewer.

March 18, 2016: Wastewater Plant. Cleaning sludge pad and plant drains.

The foundation was poured to install the telemetry equipment for the 2300 block of Grandview Avenue.

WATER

Water Leaks and Line Work

February 22, 2016: Repaired 6" main 12th and Offenerer Streets.

February 24, 2016: Repaired 2" line Eggbert Road, Wheelersburg

March 2, 2016: Repaired 2" line 7400 block of Ohio River Road.

March 7, 2016: Removed old line from Right-of-Way Slocum Road for St. Rt. 823.

March 8, 2016: Repaired 6" line McKinley Avenue.

March 10, 2016: repaired 6" line 100 block of 24th Street.

March 14, 2016: Replaced 6' of 6" man 2744 Sunrise Avenue.

March 15, 2016: Removed old water fountain at Little League ball field.

March 17, 2016: Exploratory digging to find old water line that feeds water fountain at Softball Field #1.

March 18, 2016: Repaired 6" main 150 3rd Street Friendship.

The two thousand (2,000') feet of six inch watermain to be installed between Norfolk Street and Busch Street has been ordered.

WATER PLANT

The contractor for the emergency repair on the trough was out to take measurements. The concrete work is being prepared.

PUBLIC SERVICE

STREETS

A report regarding the maintenance of the rocks along the north side of US 52 is contained in your packet and has been forwarded to the Ohio Department of Transportation (ODOT) requesting their assistance in the matter.

ODOT repaired the guardrail on the second street bridge.

We are also still waiting on ODOT to repair the sign on US 52 at the exit for S.R. 335.