



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: June 6, 2016
RE: City Manager's Report June 13, 2016

ADMINISTRATION

Meetings

Participated in the Oklahoma University Economic Development Institute classes in San Antonio, Texas with SOPA Executive Director Jason Kester April 30, 2016 through May 6, 2016.

Attended Rotary Meeting on May 9, 2016.

Attended the Civil Service Commission meeting on May 9, 2016.

Conducted a conference call to discuss the USEPA MOM program on May 9, 2016.

Participated in Leadership Portsmouth class on May 10, 2016.

Attended the SOPA Board meeting on May 12, 2016.

Attended Rotary Meeting on May 16, 2016.

Met with Portsmouth City Health Commissioner regarding Health Department Financial issues on May 17, 2016.

Attended the Connex Board meeting on May 17, 2016.

Spoke the government classes at Scioto County JVS on May 18, 2016.

Participated in mulching of downtown trees with Mainstreet Portsmouth, Leadership Portsmouth and the Portsmouth Tree Commission on May 18, 2016.

Mainstreet Portsmouth Board Meeting on May 19, 2016.

Attended the OVRDC Meeting on May 19, 2016.

Attended Rotary Meeting on May 23, 2016.

Met with Holly Tucker of the Ohio EPA on May 24, 2016.

Met with Councilwoman Joann Aeh on May 24, 2016.

Met with AEP representatives on May 25, 2016 regarding additional primary metering at City of Portsmouth sports venues and AEP project to replace poles on Circle Drive.

Participated with Sam Sutherland on the Community Corner show broadcast by WXNT on May 26, 2016.

Participated in the SOPA Projects Committee meeting on June 2, 2016.

On site for Judge Mowery's Citywide Cleanup on June 4, 2016.

Attended Rotary Meeting on June 6, 2016.

COMMUNITY DEVELOPMENT

The cemetery chapel garage demolition will go to bid within the next couple of weeks. The environmental review is on-going.

A monitoring visit was conducted on May 19th that went well and there were no issues or findings regarding the 2013 ARC grant, 2014 Formula grant.

Applied Transportation Alternative grant through ODOT for the multi-use path. The grant would fund 90% of the project which are estimated to be approximately \$500,000.

On Friday, June 10th there is a meeting with Ohio Water Development Authority (OWDA) for the SCEIG group to apply for a 594 Grant issued by the Army Corp. This is a request for funding for the replacement of the 30" watermain on Sunrise.

FACILITIES & PROPERTIES

The repair of the women's restroom on the first floor of the Municipal Building has been completed.

A commercial appraiser in Columbus has been contacted to provide proposals and to conduct market appraisals on the city-owned properties at 515 Chillicothe Street and 807 Washington Street.

PERSONNEL

The Civil Service Commission will be giving a test for the position of common laborer on June 18, 2016. At the end of June there will be a retirement in the Service Department after the internal posting it is anticipated that there will be a need to hire from the outside.

The final draft version of the new Policy and Procedure Manual is being reviewed.

Issued a ruling on an AFSCME grievance involving cemetery personnel.

The City has hired three lifeguards and a pool manager for this summer.

The same campground manager has returned for the 2016 camping season.

FIRE

The Fire Department has completed the installation of the fire hydrant storz fittings for 2016.

WATER

The trough repair at the Water Treatment Plant is on-going. The concrete repair work has been completed and the plastic liner will be back in a few weeks to perform the lining.

There are approximately twenty (20) taps left to be installed on the waterline replacement on Walnut Street. Approximately 2,100' of the eight inch (8") watermain was replaced in preparation of ODOT resurfacing eastbound US 52 and there were seventy-four (74) water taps to be replaced.

There is a meeting scheduled for Wednesday, June 8, 2016 with the Joint Venture group regarding the relocation of the twenty-four inch (24") watermain for the State Route 823 project (also known as the Southern Ohio Veterans Memorial Highway).

The watermain relocation on State Route 140 has been run across the road and one tie-in has been completed. The connection on the Popular Heights side has not been completed. The relocation is approximately 95% complete.

April 25, 2016: Repaired 4" main 110 block of 4th Street.

April 26, 2016: Repaired 6" main 509 4th Street, installed 8" hot-tap at Buch and Walnut Streets.

April 27, 2016: Installed 6" hot-tap at Plum and Walnut Street.

May 4, 2016: Repaired hydrant behind Portsmouth Elementary School, installed 6" hot-tap Hastings Hill for Highway 823 Project.

May 6, 2016: Repaired 6" main at Charles and Mary-Ann Street.

May 13, 2016: Repaired 12" main 73/104 exit.

May 16, 2016: Watermain taps on Walnut Street, repaired 12" main 300 block of 3rd Street.

May 17, 2016: Watermain taps on Walnut Street, flushed hydrants West Portsmouth.

May 18, 2016: Watermain taps on Walnut Street Capped off 8" main on Walnut Street.

May 19, 2016: Watermain taps on Walnut Street Repaired 12" main at 3rd and Court, flushed hydrants in Rosemount.

May 23, 2016: Watermain taps on Walnut Street, flushed high pressure side of system.

May 25, 2016: Watermain taps on Walnut Street, Repaired 6" main 27th and Shawnee.

May 26, 2016: Watermain taps on Walnut Street.

May 27, 2016: Dug up valve for OSCO meter at Grace and Vine Street.

May 31, 2016: Watermain taps on Walnut Street, exposed 8" line at Grace and Vine to be capped off.

June 1, 2016: Capped 8" main at Grace and Vine, taps on Walnut Street, looked for fire line shut-off warehouse on 8th Street.

June 3, 2016: Repaired 4 feet of 6" main 900 block of Center Street, Wheelersburg.

June 5, 2016: Repaired 16" main 600 block of 7th Street, replaced 6" valve 700 block of 8th Street.

WASTEWATER

April 25, 2016: Auburn and Division Streets (Sciotoville) repair of two catch basins.

April 26, 2016: Various locations, dye testing of sewers.

April 27, 2016: Various locations, cleaning catch basins due to storms.

April 28, 2016: Scioto Trail, video inspection of sewers. Various locations, cleaning catch basins due to storms.

April 29, 2016: Pennsylvania Street, video inspection of sewers.

May 2, 2016: 1226 Summit Street, repair of 6-inch sewer tap.

May 3, 2016: 1132 Castle Street, repair of sanitary sewer.

May 4, 2016: 1132 Castle Street, repairs to manhole. 1149 Castle Street, drain cleaning and repairs.

May 5, 2016: Various locations. Dye testing of sewers. (1667 Robinson Avenue, 1531 Grandview Avenue, 1638 5th Street)
1913 6th St. Cleaned sewer.

May 7, 2016: Edendale Avenue, repair of 6-inch sewer tap. Various locations cleaning culverts.

May 9, 2016: Riverfront Campgrounds, clean up of sewers and sewage holding tanks in preparation for camping season.

May 10, 2016: 2415 Orizaba Lane, repair of broken storm sewer.

May 11, 2016: 410 Third Street, attempted to repair 48-inch combined sewer, called contractor due to the extent of the damage. Cedar Street repair of storm catch basin.

May 12, 2016: Offnere Street underpass, pumps failed due to electrical outages. Assisted with repairs and removed water from underpass.

May 13, 2016: 20th and Summit Street, repair of catch basin. 1018 29th Street, repair of catch basin.

May 16, 2016: 1812 Highland Avenue repair of 6-inch tap.

May 17, 2016: 3027 Walnut Street repair of 6-inch tap damaged during water works construction.

May 18, 2016: 1221 Albert Street repair of 6-inch sewer. 1513 Linden Avenue cleaning and video of sewer.

May 19, 2016: Third Street assisting Distel Construction of the 48-inch sewer repair. Video and cleaning of adjacent lines.

May 20, 2016: Various locations: pouring concrete on repair excavations. 1306 Center Street, A-1 Glass, 1226 Summit Street, 2415 Orizaba Lane, 1812 Highland Avenue.

May 23, 2016: 1667 Robinson Avenue, repair of 6-inch sewer tap.

May 24, 2016: 1531 Grandview Avenue, repair of 6-inch sewer tap.

May 25, 2016: 1912 11th Street repair of storm basin. 1521 Kinney Street, repair of sanitary sewer manhole.

May 26, 2016: 318 Campbell Avenue, repair of 6-inch sanitary sewer.

May 27, 2016: 1531 Grandview Avenue and 1667 Robinson Avenue: Concrete repairs.

May 31, 2016: Dye testing at 1219 Findlay Street, 1539 4th Street and 2414 Orizaba Street.

June 1, 2016: Grace Street and Vine Street (New Boston) repair of 12-inch sewer line damaged during Water Department repair.

June 2, 2016: Walnut Alley, cleaned sewer. 5701 Auburn Street dye test.

June 3, 2016: 2827 Sherman Road repair of 12-inch storm sewer damaged during water works repair. 237 Harding Avenue, dye testing.

PUBLIC SERVICE DEPARTMENT

There is a meeting on June 9th to meet with the contractor to discuss the thermos plastic pavement markings project.

The 2016 street resurfacing is out to bid with a bid opening on June 20th.

A purchase order was issued to Reiser Construction for the construction of the retaining wall repair on Woodlawn Avenue.

Sanitation

On May 5th and 6th Kanawha performed replacement and service work on the transfer station scales. The county auditor was present when the scales were tested and they were recertified. The cost of repair was \$13,437.00.

Streets

Parts have been ordered for the guardrail repair on US 52 west.

Street Department crews have been cutting grass along highways and in city parks. They remove trash from city parks twice a week.

Street Department personnel participated in mulching of trees downtown, cut and trimmed walks, curbs and gutters in downtown.

They assisted cemetery workers in preparation of Memorial Day ceremonies.

Employees patched potholes in the 6th ward.

Street Department cut grass on the riverbank.

Traffic

Replaced the bulbs in the overhead lights at the little league fields.

Cut the grass in the campground and the ball diamonds.

Inventoried and ordered new bulbs for the decorative lights downtown.

Campground

Campground opened May 16th.

Pool

The City has hired three lifeguards and a pool manager and are looking at opening the pool next week.