

## City of Galion Weekly Reports

Week of August 22, 2016

### **Service Department**

Issues for immediate attention: Dead ash tree removal at Amann Reservoir

This week:

- Mowing
- Small pavement repairs various locations
- Various catch basin repairs
- Jetting and cleaning sanitary sewer lines
- Pothole patches
- Line painting

Next week:

- Mowing
- Small Mill and Fill Pavement repairs various locations
- Street Sweeper
- Park Maintenance on all parks
- Rebuild catch basins on various streets
- Clean and jet sewers
- Line and stop bar painting

Long-term activities: Pavement repairs on various streets. (Mill and Fill), rebuild softball fields at Peco, set poles and cable to protect Amick grass areas.

### **Water Treatment Plant/WWTP**

Issues for immediate attention: Pool closed for the season and Splash Park reduced hours. WTP operations and maintenance, ongoing harmful algae bloom (HAB) sampling, fill in for vacations, lift station put in service at HTI building.

This week: Pool- Spent time at splash park doing maintenance, plant operations and maintenance, sent HAB sample to Alloway lab, flushed hydrants, report ongoing issues with Cummins lift station.

Next week: Start winterizing the pool, ongoing maintenance at Splash Park, HAB sampling for EPA lab, plant maintenance and operations, work with Buckeye pump on HTI lift stations.

Long-term activities: Itemize repair and replacement of pool equipment and buildings, winterize pool and buildings. Continue sampling and plant repair as needed. Backup power supply and screw pump replacement, design back-up sludge discharge system.

## **Utility Office**

Items for immediate attention: Gather information for AMP AMI meter program.

This week:

- Conducted Pre-bid meeting for Health Department and Utility Office renovation project. Two contractors were present. Addendum to be forwarded prior to bids being due on Sept. 2.
- Processed 634 mail payments totaling \$242,599 using our EZ Scan System
- Processed 460 walk-in payments for a total of \$114,856
- Processed 494 ACH payments for a total of \$99,705
- 271 on-line payments were received for a total of \$41518
- Meter Readers read 2,283 electric meters and 1,866 water meters

Next week: Bid opening Sept. 2

Long-term activities: Identification of those closed accounts that are no longer collectible and placing them in a write-off status to be forwarded to the auditor for approval. Update of e-Gov billing system to reflect current parcel owner information. Received a spreadsheet from county auditor of all parcels in city limits, waiting on SSI to let me know the next step.

## **Building Department**

Issues for immediate attention: Grass violations, alley vacations for Tim Horton's

This week: Inspections

Next week: Mowing contracts for September

Long term activities: Do my best to make Galion a better place to live, bring new business to Galion