

Memo

To: Mayor, Council
From: Steve Pyles
cc:
Date: 1/4/23
Re: Administrator's Report

Personnel and Staffing

- We have tendered a conditional offer of employment to Alex Blankenship for the position of Zoning Officer and Planning Assistant. Alex has a BA from The Ohio State University in City and Regional Planning and has some professional experience working for Village Connections, a non-profit in Columbus via the VISTA program. His tentative start date is 1/17/23. I anticipate a good investment of my time in training and getting records at the Lion's Building organized.

Planning and Zoning

- Housing slowed during the holidays with one new Zoning Certificate issued. At the next meeting, I will have statistics for 2022, it was a record year.
- Continuing to work on zoning complaints. I was able to work with a business regarding screening, and they have completed re-installing a fence to screen building materials at a highly visible lot on the edge of the downtown area.
- Continued work on resident complaints regarding a business violating the zoning code.

Odds and Ends

- Researching a discrepancy discovered on an existing lot line on a plot plan and a new build submission, it has been resolved.

- Met with a person who purchases and dismantles historic structures in the hope he would be interested in a complete dismantle of the two properties on S. Columbus. He is interested in salvage but says the economics to fully dismantle the properties for reuse is not feasible.
- Daryl, Dan Whited from CT, and I met with Delaware County Soil and Water to discuss the storm water utility study and also on MS-4, which is our storm water compliance program. They are supportive of the idea and currently serve as the storm water utility for unincorporated areas of Delaware County via a drainage assessment on every property.

Adding the following two departments to my report to provide further information.

Streets

- Weekend trash services of public containers at town square, Freedom, and GRE parks.
- Leaf pickup has ended successfully.
- Christmas decorations are being taken down this week.
- We had our fleet fully up earlier this week but had one of the Western Star big trucks illuminate a check engine light. There is a diesel pollution control system on these trucks that is reliant upon a regeneration process that requires longer highway speed driving, which we will be doing.
- The Christmas weekend storm was a challenge, especially the temperature impacts upon salt effectiveness and the wind. The timing with people wanting to use the streets the day before Christmas was also challenging, even when a Level III Snow Emergency was declared. The crew had an exceptionally long effort Thursday into Friday afternoon when rest was needed. They were back at it after the rest. In hindsight resident cooperation with no parking on the street was sporadic and the next storm that is close to meeting our criteria for a snow ban it will be declared to clear the streets and help with our response.

Wastewater

- New employee is getting trained.
- Meeting with CT every two weeks on Friday to discuss plant upgrades and for them to see how the plant is currently operating. This is being done to refine plans.
- Daily operations of the plant, which includes sampling, adjusting processes based upon results, pressing sludge, sewer inspections of new taps.
- Periodic maintenance including lubrication, cleaning clarifiers, and maintaining equipment.
- A demonstration of a sewer maintenance truck is scheduled for the first full week in December. We are seeking comparable trucks for pricing.
- The winter storm was also demanding upon the department because of the extreme temperatures. This requires breaking ice in tanks and spot application of heaters. The Kintner lift station has some freezing issues, but was dethawed without damage or interruption of services.