



DIVISION OF PUBLIC WORKS 2013 ANNUAL REPORT

**SUBMITTED BY:
CLINT E. BELLAR SERVICE DIRECTOR**



INTRODUCTION

The Public Works Department is comprised of four divisions (Service, Water, Waste Water, and Cemetery) which are basically responsible for the administration and maintenance of roadways, sign installation and repair, snow and ice control, brush and leaf programs, Public Works buildings and property maintenance, storm and sanitary sewer maintenance and repair, waste water treatment, cemetery maintenance, water billing, collections, mains, meters, hydrants, valve maintenance and repairs, all City vehicle maintenance and repair, and the monitoring of all services contracted out.

The department's 2013 full-time personnel was 38 at year end.

In addition to the primary responsibilities outlined above and in the annual report, the Public Works Department aids, assists and constructs improvements for other City departments. Public Works manpower, equipment and materials are also utilized to support the daily and/or emergency requests from other departments.

Numerous inquires and requests received from residents, City Council and City staff personnel are responded to according to their priority, with Council requests being given first consideration. Any request which would present a hazard is addressed immediately. Other requests, of a less urgent nature are scheduled as time, personnel, equipment and weather permit. Supervisory and labor personnel meet frequently with residents to advise or make recommendations to help resolve their concerns. Public Works Department personnel are instructed to respond to the public with respect and courtesy.

The following report is intended to provide a more in-depth outline and description of the Public Works Departments yearly performance.

ACCOMPLISHMENTS FOR 2013

1. Extensive in-house street repairs.
3. Completed Commercial water meter replacement.
4. Waste Water - In-house construction of additional workshop.
5. Waste Water - Rehab of the Archer Road lift station.
6. Water Dept. - Half of the Broadway Water Main Project completed.
7. Service Dept. – Construction of the Elmer Flick Statue and Wall.

NO EQUIPMENT OR MAJOR PURCHASES FOR 2013

2013 PUBLIC WORKS DEPARTMENT

Clint E. Bellar, DIRECTOR

Kathie Chapman, ADM. SECRETARY

SERVICE DEPARTMENT

Shawn Francis, SUPT. OF PUBLIC WORKS

CREW LEADERS

William Darr
Grayling Ross
Rick Hollan

CARPENTER

Dan Kramer

ARBORIST

Joe Vitu

EQUIPMENT MECHANICS

Rick Gromovsky (Shop Foreman)
Frank Horney
Bryan Olschansky

EQUIPMENT OPERATORS

Matt Gaborko
Frank Spagnoli
Jason Vespucci

MAINTENANCE WORKER

Ed Kearney
Dennis Favazzo
Nick Schaefer
Jason Piscura
Bob Depew
Mike Fiorilli

WASTE WATER TREATMENT PLANT

Jason Milani, SUPERINTENDENT
Jon Turk, ASST. SUPERINTENDENT

LAB TECHNICIAN

Todd Assad

MAINT. MECHANICS

Rick Soltis
Kurt Pausch

PLANT OPERATOR

Wayne Schultz
Jeff Peters

PLANT MAINT. WORKER

Jeff Boehm
Travis Neely
Dan Jansky

WATER DEPARTMENT

Terry Devlin, SUPERINTENDENT

CREW LEADER

Frank Dulik

BILLING CLERKS

Lynda Yarish
Joanie Law

MAINTENANCE WORKER

Ed Barth
John Sokolowski
Frank Graci

METER READERS

3 Part Time

EQUIPMENT OPERATOR

CEMETERY

EQUIPMENT OPERATOR

Scott Spencer

ROAD MAINTENANCE PROGRAM

Accomplishments in the 2013 Road Maintenance Program were completed through the utilization of city forces and equipment. No streets were done by contract for asphaltic overlays, chip and seal coating, and concrete repairs. Included in the street maintenance program are apron repairs, guardrail repairs, paint striping, curb repair, berm repair, cold patching, street sweeping, and debris removal. Due to budget cuts, no street work that is normally done by contract was performed.

STREET IMPROVEMENTS - ASPHALT OVERLAY

Street	Feet
Blaine	1250
Logan	1500
Ennis (Nordham to Logan)	450
Taylor (Union to Willis)	1600
Broadmore	750
Grandmere	1000
Grand Blvd. (Bexely to Broadway)	1500
Avery (Lincoln to Northfield)	450
Interstate (Northfield to Paul)	700
Brune	700
Greencliff	1100
Flora	1850
Natalie	900
John (Northfield to Paul)	1100
Henry (Northfield to Paul)	1100
Berwyn (Columbus to Northfield)	2300
Santin (Asphalt part)	850
Mckinley (Columbus to Avery)	1850
Washington Court	<u>300</u>
	21, 250 = 4.02 Miles

CONCRETE STREETS – REPAIR JOINTS AND SLABS

Street	Feet
Santin Circle	1000
Nordham	1600
Oakwood	600
Forest	<u>1600</u>
	4800 = .90 Miles

REJUVENATING PROJECT

Each year the streets that were paved the previous year are sprayed with pavement rejuvenator to put oils back into the asphalt and extend the life of the street. For 2013, this work was not done do to budget restraints.

CRACKSEAL PROGRAM

The crackseal program proposes to extend the life expectancy of the roadways by sealing out water, ice, and other materials which penetrate voids in the pavement.

The Service Department performed crack sealing on all of the in-house road repairs in 2013.

CHIP AND SEAL

..... All of the Cemetery Roadways were treated.

STREET MAINTENANCE MAN HOURS 2013

Street Repair (Curbs, aprons, berms, asphalt,)	4094 hours
Guardrail Repair	48 hours
Paint Striping	1164 hours
Clean Debris	16 hours
Cold Patch	1644 hours
Street Sweeper	381 hours
Repair Brick streets	-0- hours
Trenching road ditches	-0- hours
Sidewalk Repair	40 hours

SNOW AND ICE CONTROL

The cost of snow and ice control is a large share of the street maintenance budget, and at the end of the year there is little to show for all the man-hours and equipment usage. However, this service provides safe passage for pedestrians and motorists.

For the 2013 winter season we joined ODOT's bid for the purchase of Rock Salt.

In many ways the public take snow and ice control for granted inasmuch as their tax dollars provide funds. However, city personnel work long tedious hours to provide and improve this service and are extremely proud of the job done. This department is aware that a good snow and ice control program is important to the City's public relations and economic well-being.

Responding to snow and ice emergencies is a team effort between the Police and Public Works Department. The police notify a crew leader when conditions warrant mobilization of snow removal crews, in turn, the crew leader contacts the appropriate number of personnel to handle the situation.

A typical snow removal crew consists of seven people, five drivers for the large trucks, one driver for a one ton truck, and crew leader or supervisor to monitor the operations and log the time that each street is plowed or salted.

SNOW AND ICE REMOVAL MAN HOURS 2013

874 Regular Hours

1088 Overtime Hours

STORM AND SANITARY SEWERS

This program addresses maintenance of the City's infrastructure of the storm and sanitary sewer systems. Both systems are on a five year maintenance program. The maintenance program includes cleaning and root cutting with our sewer jet, T.V. inspection of house laterals when warranted, and smoke or dye testing to keep storm water out of our sanitary sewers and vice versa. All catch basins are cleaned once yearly with our vac-all and the ones that are collapsed or deteriorated are rebuilt.

Both systems must be kept free of blockage in order to insure free flow of water and proper drainage. Most blockages result due to silt settlement, detergent/grease buildup, debris, litter, leaves, etc. Blockages are cleared by utilizing our sewer jet, which breaks up the material by forcing high pressure water through the pipe and washing it out. Other blockages may be the result of a pipe separation, break or deterioration. These blockages require repair, replacement and/or reconstruction of the damaged structure.

Man hours not included in the sewer programs are hours worked opening blocked house sewers. These hours are included in the miscellaneous/shop. The two employees that for the most part work on the house sewers are the sign dept. employees.

2013 HOUSE SEWERS – 909 total, approximately 1/2 to 1 hour per sewer call.
AFTER HOURS SEWER CALLS – 209 hours overtime.

STORM AND SANITARY MAN HOURS 2013

Sewer Crew	2227 hours
Sewer Jet	163 hours
Vac-all (catch basin cleaning)	112 hours
Smoke/Dye test/T.V.	241 hours
Catch Basin Repair	447 hours
Sewer Repair	1266 hours
Repair Manhole Risers/covers	60 hours
Scupper repair	-0- hours
Storm water Training	19 hours

Over the past ten years the complete sewer system has been televised, as a result, the problem areas have been located and are being scheduled for repairs in the five year capital plan with approx. \$100,000.00 per year in repairs, replacement, grouting and manhole rehabilitation.

Each year since 1993, \$15,000.00 per year has been budgeted to conduct downspout dye testing to locate illegal connections to our sanitary sewer system.

LANDSCAPING - PARKS/PUBLIC LANDS

These hours include maintenance such as hedge trimming, grass cutting, treelawn repair from plow damage and tree removal, sidewalk snow removal, and sidewalk repairs. Also included is planting of flowers throughout the city, leaf collection, stump removal, chipper service, and the installation and removal of Christmas Decorations, which have improvements every year.

LANDSCAPING - PARKS/PUBLIC LANDS MAN HOURS 2013

Landscape/Plant Flowers/Bricks at Commons etc.	1553 hours
Stumper/Chip removal	509 hours
Tree Removal	755 hours
Chipper Service	830 hours
Leaf Collection	2148 hours
Clean Downtown Sidewalks	156 hours
Mailbox Repair	3 hours
Christmas lights	1115 hours
Install Bike Racks	-0- hours
Tree Lawn Repair	688 hours
Street Dance/Produce Market/Bedford Falls/etc.	321 hours
Repair Square	60 hours
Downtown Lighting Repair	72 hours
Tree Pruning	154 hours
Park Bench Refinishing	-0- hours
Rockside Road Planter Repair	8 hours
Fence Repair	18 hours
Elmer Flick Construction	590 hours
Banners	19 hours

MISCELLANEOUS / SHOP

Our miscellaneous items include, Sign Department Duties, Vehicle Maintenance Personnel. The Sign Department duties include replacement of signs due to accidents and deterioration, all house sewers, removal of debris from our roadways, graffiti removal, etc.

The Vehicle Maintenance Personnel are responsible for the maintenance and repair of all city owned vehicles.

The hours also include many projects completed for other departments with public works employees.

MISCELLANEOUS / SHOP MAN HOURS 2013

Equipment Repair	5595 hours
Body Shop.....	-0- hours
Sign Department/carpentry	2603 hours
Compost Facility	350 hours
Assist Water Dept.	918 hours
Haul Debris from Service Yard	10 hours
Shop Repairs/Cleaning	1520 hours
Equipment Cleaning	507 hours
Assist Recreation	97 hours
Work at City Hall	261 hours
Storm Clean up	264 hours
Misc. Work Orders	621 hours
Asst Waste Water – Construct New Bldg.	746 hours
Prep for Parades	138 hours
Traffic Control	84 hours
Haul Snow	92 hours
Assist Building/Court Dept.	18 hours
Assist Police Dept.	18 hours
Safety Training	100 hours
Assist Fire Dept	65 hours
Seal Coat parking lots	-0- hours
Household hazardous waste round-up	40 hours
Train Depot Repairs	144 hours
Salt Shed Repair	16 hours
Repairs at City Owned Homes	88 hours
CPR Training	48 hours

CEMETERY REPORT 2013

MONTHLY TOTALS

January	2,125.00	July	2,775.00
February	2,950.00	August	980.00
March	2,600.00	September	5,825.00
April	5,650.00	October	6,750.00
May	3,625.00	November	4,205.00
June	4,045.00	December	6,975.00

TOTAL \$48,505.00

Sale of Lots/Adults	13,700.00
Sale of Lots/Infants	
Opening/Closing-Adults	17,500.00
Opening/closing-Infants	
Cremations	4,500.00
Memorial Foundations	3,455.00
Tents	1,700.00
Miscellaneous	7,650.00

Number of Burials	43
Cremations	20
Foundations	25
Sale of Lots	26

Cemetery Man Hours 3992 regular hours 121 hours overtime

WATER DEPARTMENT

In 2013 the City of Bedford water department had no violations. We maintained our sampling requirements by the EPA. The water department will continue sampling throughout the city in 2014.

During the 2013 year the water department had 71 water breaks. A stainless steel repair band was used 41 times. We cut out sections of pipe between 3 feet and 12 feet a total of 17 times. 6" and 8" water main line valves were dug up and cut out eight times and replaced with new valves. We also dug up and cut out five 4" hydrant valves and replaced with new valves in order to shut the water off to the fire hydrants so they could be replaced with new hydrants. In addition the water department dug up twelve curb boxes, we had to cut the service lines six times to replace the main shut off at the street (curb stop). The other six times were to reset the shut off box so we could shut the water off at the street.

The water department also replaced a total of 15 new fire hydrants throughout the city. We flushed about half of the hydrants throughout the city, but had to stop flushing due to the many water breaks. The water breaks were a result of very high pressure from Cleveland water. The water department bought two pressure recording devices to place on fire hydrants that logs water pressure throughout the city daily. Through use of the recording devices we found out that the Solon Rd. and Archer Rd. master meter was a high pressure water main for Cleveland water. We were logging pressures as high as 134 psi which is very high for our water system. I believe that was the cause of more than half of our water breaks in 2013 and possibly in November and December of 2012. Once we closed the Solon and Archer master meter our pressure went back to a more reasonable pressure of 70 psi to 110 psi. We still may have some high pressure issues on Turney Rd. area. Thanks to all the hard work of the water department and help from the service department we have fixed all the water breaks and most of all the roadways.

The city finished the second phase replacement of its large water meters 2" thru 6". Vanguard Utilities was contracted to change out the meters. Frank Dulik inspected most of the new meters being replaced by Vanguard.

Fabrizi Construction and Paving started the replacement of the Broadway Rd. water line project. They are replacing two 6" cast iron water lines with a new 12" ductile iron water main. The project started at Union, Taylor and Broadway intersections and will finish at the Union, William and Broadway intersections by the middle of summer 2014. Fabrizio will be adding all new fire hydrants, new copper lines and shut off boxes to the houses and businesses in the project area.

The city also contracted Underground Utilities to come out and sound check the entire city. Fifty miles of pipes, main line valves, hydrants and hydrant vales were all sound checked for water leaks. They found four hydrants leaking, one hydrant valve leaking, two water main leaks and four leaks on service lines. All the leaks were fixed and we plan on bringing them back again in 2014 for further testing.

Frank Dulik and I are continuing our education required by the OEPA for the contact hours to maintain our water licenses. Both of us hold a Class II Water Distribution license and Backflow and Cross Connection Certifications. Frank currently oversees the city backflow prevention program. Our laborers, Ed Barth, John Sokolowski and Frank Graci are working hard every day to keep our city water mains, fire hydrants and line valves working properly. In 2013 we also replaced ninety five (5/8") residential water meters as well as one (2") meter.

The water department has a multitude of responsibilities. Each day we perform several different duties that consist of the following:

INVENTORY	24 hours
WATER MAIN FLOW TEST	20 hours
REPAIR WATER MAIN BREAKS	710 hours
REPLACE RESIDENTIAL WATER METERS	200 hours
REPLACE COMMERCIAL WATER METERS	120 hours
LOCATE CURB STOP (to shut water off at street)	100 hours
LOCATE WATER LINES AND SERVICE LINES	120 hours
REPAIR TREE LAWNS	20 hours
FINAL READINGS FOR BILLINGS	80 hours
SERVICE LINE AND CURB STOP REPAIR	88 hours
DELINQUENT MONTHLY SHUT OFFS	585 hours
READ MONTHLY ACCOUNTS	396 hours
CHECK FOR CORRECT METERS READS/CHECK FOR HIGH AND LOW METER USAGE	500 hours
SPECIAL PURPOSE BACTERIAL SAMPLING	100 hours

MONTHLY REPORT TO THE EPA	48 hours
DAILY CHLORINE SAMPLES	91 hours
INSTALL / REPAIR / REBUILD FIRE HYDRANTS	240 hours
CONSUMER CONFIDENCE REPORT	24 hours
TIME WITH CONTRACTORS	475 hours
BACKFLOW NOTIFICATION AND INSPECTIONS	480 hours
CONTINUING EDUCATION	240 hours

In conclusion the water department will continue working hard for our residents, to give them the best service possible. We will also continue to provide the safest water possible, and will continue to educate ourselves and residents.

Terry Devlin Jr.

Water Superintendent

Wastewater Treatment Plant Annual Report, 2013

Jason M. Milani, Plant Supt.

Plant Flow:

During the year of 2013 the Bedford Wastewater Treatment Plant treated a total flow of 824,147,000 gallons. Average daily flow for 2013 was 2.258 million gallons. This was an increase from 2012 (0.072 MGD/day or 72,000 gallons per day).

Flow Control/ Equalization basin:



Plant Equalization basin



Flow control building and main trunk line

The plant flow is controlled by a sluice gate prior to the equalization basin. The sluice gate receives a 4-20 milliamp signal from the plant flow meter and opens or shuts accordingly to maintain flow at a rate which is optimal for desired plant performance. When the gate closes, flow is diverted into the equalization basin. This wastewater is then pumped back into the plant when influent flows decrease. (usually during the nighttime). This is accomplished manually at operator discretion. When the equalization basin is emptied, the entire floor must be cleaned using fire hoses to move the residual sludge to the pump hopper chamber where it can be pumped back into the plant for

further treatment. When it is not convenient or practical to pump the sludge into the plant, one foot of wastewater is left in the tank to mask odors emanating from the residual sludge.

When the capacity of the equalization basin is exceeded (2.1 million gallons), It overflows into the plant outfall where it is merged with the final effluent.

Currently, any equalization basin overflow is now counted as a separate sample point and not considered in the final effluent samples.

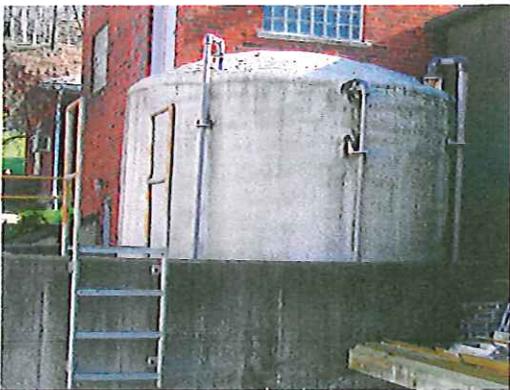
Preliminary Treatment:

Grit Chambers

As wastewater flows into the headworks of the plant it is divided into two channels. Each channel is equipped with a coarse bar screen that filters out large objects.

The wastewater then flows into two grit removal channels where the velocity of the sewage is maintained at a rate where the inorganic particles (grit) are settled out. Grit is removed because it's abrasive nature can damage pumps and other plant equipment. The accumulated grit is then drained into the grit storage bed. This is disposed of in a roll off box. and taken to a sanitary landfill.

Ferric Chloride:



Ferric Chloride Storage Tank



Ferric Chloride addition to influent

Ferric chloride is added to the plant influent at a point where the grit channels merge. This chemical precipitates suspended solids along with phosphorus. Ferric Chloride is

the catalyst for phosphorus removal. The plant would not be able to remove the majority of the phosphorus without this addition. Since the initiation of both new oxidation towers to the plant process a further reduction in Ferric Chloride use has been realized. In 2009, with the issuance of a new discharge permit, the final effluent limitation for total phosphorus is now 0.7 mg/l, a decrease from the 1.0mg/l previous limit. This new, more stringent limitation means additional ferric chloride use is inevitable. Also, the Ohio EPA would like for all of the treatment plants in the Tinkers Creek basin to voluntarily reduce phosphorus discharge to below 0.2 mg/l which may be attainable with increased addition of Ferric Chloride. In 2012 the dosage was increased and the levels of phosphorus in the final effluent have declined (see attached data). In 2013 a new ferric chloride dosing pump was installed by plant personnel.

Primary Treatment

Primary Settling:



Primary settling tanks

Primary settling consists of six tanks with a total capacity of 327,000 gallons. Wastewater flows slowly through these tanks, while the solid matter is settled out and the floating matter is collected and skimmed off for removal. The solid matter (sludge) is collected in hoppers on the floor of the tanks through the means of a collector/skimmer

system. The sludge is then drawn off these tanks and flows to the sludge thickener. The remaining wastewater then continues into the secondary treatment process. A majority of the suspended solid matter in the wastewater is removed during this process. In 2013 two tanks were taken out of service during periods of low flows due to the fact that longer retention times result in a decline in dissolved oxygen resulting in anaerobic conditions which are detrimental to the primary treatment process.



West Oxidation Tower



Primary effluent pumps



East Oxidation Tower

Secondary Treatment

Oxidation Tower(s):

2005 was the first full year of operation for the newly constructed oxidation towers. After becoming established with the proper colonies and population of nitrifiers and aerobic bacteria the towers perform as expected, especially in the area of ammonia nitrogen removal. This is due to the increased surface area of the two towers for establishing colonies of bacteria. Also, pumping capacity and recirculation rates have increased with the new design. This is a positive point since plant flows are increasing with each passing year, partly due to the fact of increased water usage at Ben Venue laboratories. Increased recirculation rates are a benefit as they allow more wastewater to be treated in times of increased plant flow. Secondary treatment capacity with the old system was approximately 3.5 MGD. Currently it stands at approximately 5.0 MGD.

The result is less diversion of wastewater to the plant equalization basin which sometimes result in overflows. The oxidation towers continued to perform well for the year 2012 with NH₃ ammonia and C.B.O.D. levels far below effluent limitations. There have, although been serious issues with the primary effluent pumps that feed the filters. Two of the three had to be rebuilt in 2010 and another in 2012. In 2012 efforts were taken to modify the influent flow to prevent cavitation of these pumps. Plant personnel designed and installed two baffles at the inlet to minimize turbulence in the chamber.

Final Clarifiers:

During this second stage of secondary treatment wastewater flows from the oxidation tower to the two final clarifiers where remaining suspended solids are settled and collected on the bottom of these tanks and then pumped to primary treatment for further processing.

Old Final Clarifier (installed in 1974)



New Final Clarifier (installed in 1990)



Pump Station:

The pump station receives flow from the final clarifiers. This station is equipped with four Fairbanks-Morse vertical turbine pumps that pump the wastewater to the rapid sand filter. A level sensor that senses the level in the pump station and operates the pumps according to the flow rate entering the station controls the pumps. Any flow in excess of the capacity of the pumps is bypassed directly into the chlorine contact tanks. Also, leaves from the final clarifiers continue to be an issue, hindering pump performance.

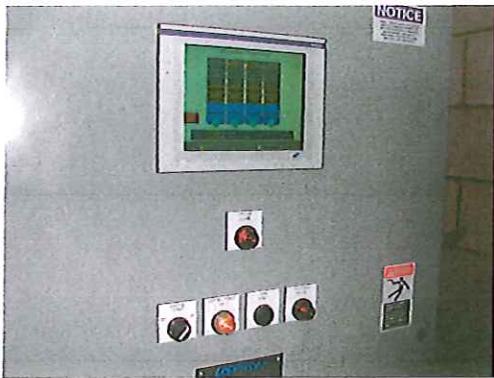
Sand Filter Pump Station



Tertiary Treatment

Rapid Sand filters:

The Rapid Sand Filters were installed during 2002-2003 and were put into full operation in May, 2003. This process was part of a much-needed update to plant operations. Effluent quality has improved especially with the completion of the oxidation towers. The sand filters consist of four filter beds with 10 inches of sand media, underdrain system, clearwell and clearwell pumps for backwash purposes, mudwell and mudwell pumps to transfer backwash wastewater to the headworks of the plant, a chemical clean system, and fully automated controls for pumps, blowers valves and all other associated equipment.



Sand Filter Control Panel



Sand Filter influent entering one cell



Sand Filter Building showing influent piping from lift station

In 2012 the CPU which controls the entire system was ruined during a power spike. This was ordered and replaced by myself. Insurance covered most of the cost.



Sand filter influent showing screens, purchased for filtering debris, especially leaves which are a problem in autumn.

The result of the sand filter installation is a definite improvement in effluent quality. Supporting data collected over the last year indicates a suspended solids removal efficiency of over 62% through the sand filters alone in 2013. This data was acquired in house using sample analysis of the influent flow to the sand filter versus the plant effluent flow. This data is enclosed in this report.

Disinfection

Ultraviolet lighting

The new Ultraviolet disinfection facility was implemented in 2012. This system does away with Chlorine gas disinfection which had been used previously. The system operated efficiently during the year and resulted in some of the lowest fecal coliform bacteria counts in the history of the treatment plant. This was obtained using only one bank of lights (the system is equipped with dual banks). The safety factor compared to chlorine gas is very significant. Plus, the costs associated with running the UV lighting compared to chlorine gas is slightly less.

Dechlorination:

Now that the new Ultraviolet disinfection facility has been installed there will be no use for dechlorination.

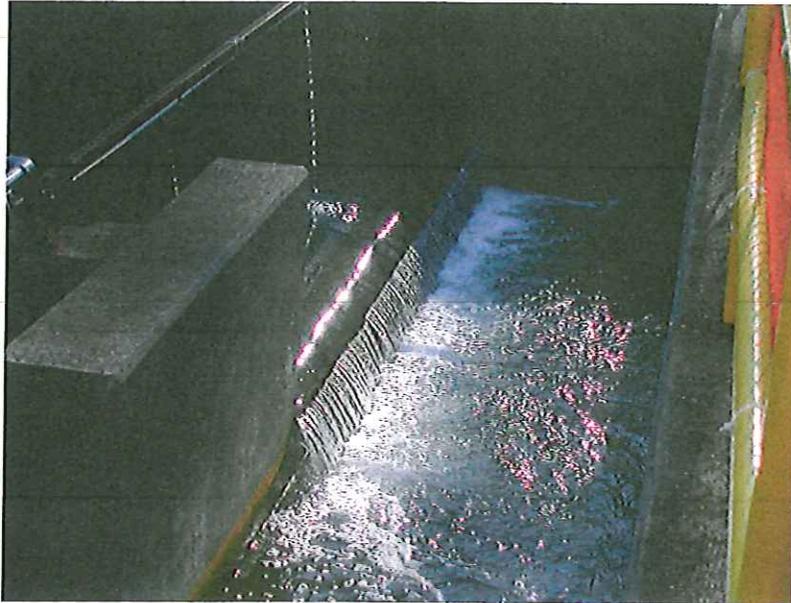
Defoamer

A silicone based, food grade defoamer is fed to the plant effluent to reduce the foaming characteristics inherent in the effluent wastewater. The feed pump is controlled by a signal from the influent flow meter and is flow-proportional as well. The foaming problem was researched some years ago and the outside laboratories that performed

testing for us were at a loss to explain the origin. Actually the plant effluent develops *more* foam the cleaner it gets and has always been a sign of a clean effluent. More research has concluded that *surfactants* contribute to this foaming issue. Surfactants are found in soaps and detergents and are extremely difficult to remove in this type of treatment process.



Wastewater Treatment Plant Effluent entering Wood Creek



Wastewater treatment plant effluent

Sludge Processing

Sludge Thickener:

Raw sludge that is drawn off the primary clarifiers flows into the sludge thickener. The purpose of this process is to thicken the sludge as much as possible for pumping into the primary digester. The denser the sludge is the more efficiently the sludge processing system works. Sludge is inherently more dense during the colder months so less sludge is processed during that time of year, on average. The remaining wastewater overflows from the sludge thickener to the influent of the oxidation tower for further treatment. Sludge is pumped from the thickener periodically according to the level of the sludge blanket, which is checked daily. A plunger pump on an automatic timer is used for this purpose. The thickened sludge is pumped directly into the primary anaerobic digester via the digester recirculation pump.

During 2013 a constant influent flow was maintained into the sludge thickener which helped in maintaining an even sludge blanket.

Anaerobic Digesters:

There are two anaerobic digesters at the plant, a 60 foot diameter primary unit that is heated and recirculated continuously and a 40 foot diameter secondary unit that is basically a holding tank. Thickened sludge is pumped into the primary digester at periodic intervals based on current solids loadings and mixes with the primary digested sludge. This primary digester is kept at a temperature range of 90 – 97 degrees fahrenheit for optimal proliferation of anaerobic bacteria. At this temperature range the bacteria break down the organic matter in the raw thickened sludge and produce methane gas. This methane gas is used to heat the digester boiler/heat exchanger unit which, in turn, heats the sludge passing through it as it is recirculated. If the sludge is not kept in the correct temperature range, methane will not be produced in enough quantity to heat the boiler that keeps the sludge at the desired temperature. Each system is therefore, dependent on the other. This boiler is now 50 years old and will soon need replacement. If the boiler fails and the sludge temperatures deviate from the desired range, volatile reduction will not occur and limitations will not be met. Currently the limitations for volatile reduction are set at 38% or greater. With the digesters operating more efficiently since they were cleaned in 2001 the volatile reduction averaged 61.48% in 2003. Volatile reduction for the year 2004 remained efficient at 56.97%. Volatile reduction in 2005 was 54.51%. Volatile reduction for 2007 was 57.18%. In 2008 that figure was 60.56% and in 2009, 59.37%. For the year 2010 the Volatile reduction was 58.50%. In 2011 the Volatile reduction was 55.45%. VR in 2012 averaged 56.75% VR in 2013 was 53.20%. Greater volatile reduction results in more volatile matter destroyed. The destroyed volatile matter is converted into H₂O and can be removed from the secondary digester in the daily process of drawing off supernatant. Supernatant is the liquid above the sludge blanket left over as the sludge is allowed to settle in the secondary digester. Better volatile reduction results in better settling in the digester and thus, less sludge production, since the sludge is denser. 230.4 dry tons of sludge were removed from the plant in 2013.

Also in 2013, enzymes continued to be added to the primary digester by plant personnel. These enzymes aid in the biological process and contribute in the volatile reduction process.



Secondary Anaerobic Digester

Belt Press:

The Belt press receives digested sludge from the secondary digester via a progressing cavity type pump that can handle high solids loads. Typical solids content of the feed sludge to the belt press averages 2 – 3%. The sludge is mixed with a cationic polymer that separates the solids from the water and is agitated in a fine-screened drum to remove some of the liquid content. It then flows onto a porous belt and squeezed between two belts which travel between a system of variously sized rollers where additional liquid is removed until the sludge falls into an auger and is moved into a hopper and falls into a dump truck parked in the garage below. Total solids content of the sludge at this final stage averaged 26.8% in 2013. A total of 113 loads were removed in 2013 compared to 126 in 2012.

Total volatile content averaged 43.76% as opposed to 62.44% in the sludge prior to digestion.

Laboratory:

Various pollutants are analyzed in the plant laboratory according to the NPDES permit. These include Water temp., C.B.O.D., Suspended solids, Total phosphorus, NH₃ ammonia, Total Kjeldahl Nitrogen, Oil and Grease, Nitrate + Nitrite, Total chlorine residual, Dissolved oxygen content, Fecal coliform, and pH in the final effluent. Total phosphorus, NH₃ ammonia, C.B.O.D., Suspended solids, and water temp. in the raw wastewater. Stream sample analysis of the upstream and downstream of the plant effluent include Water Temp., Fecal coliform, NH₃ ammonia, C.B.O.D., pH, Dissolved oxygen content and Suspended solids content. Sludge analysis consists of Total phosphorus, NH₃ ammonia and Total Kjeldahl nitrogen. An outside laboratory is used to determine heavy metal content in the sludge and final effluent, as we are not equipped to do so.

In 2011 process control analysis were performed at regular intervals to determine the efficiency and removals in each treatment process. This data is included also.

Maintenance:

During 2013 plant personnel replaced or repaired equipment in the following areas:

- Replaced various motors.
- Rebuilt various pumps.
- Painted interiors of lift stations and buildings at the plant.
- Painted outdoor equipment at the plant.
- 1 primary effluent pumps were rebuilt and installed.
- Completed 12 months of operating reports and submitted to Ohio EPA.
- Completed State and federal sludge disposal reports and submitted.
- Grit, screenings and grease were collected and disposed of off site.
- Continued to remove and unplug lift station pumps at heather road lift station. These pumps often clog and are repaired on an average of once per week. Some sort of retrofit is desperately needed here. This is now planned for 2014.

Mercury: Effluent low-level mercury analysis has been performed by an accredited and EPA approved laboratory for the past few years and the results are encouraging enough to believe that the 11.0 ng/l limitation is attainable.

We also sample randomly including lift station and plant influent as well as stream samples from various locations.

Ng/l = nanograms per liter which is equivalent to parts per *trillion*.

The city has received a variance of 11.0 ng/l and is currently meeting limitations.

One interesting note – Mercury analysis performed on precipitation gathered at the plant were often above effluent limitations.

Lift Stations:

The lift stations throughout the city convey wastewater to the treatment plant. Some of the larger capacity lift stations are in need of rehabilitation since the last upgrade occurred in 1987. The Archer road lift station was rehabbed and new pumps were installed in 2013.

The following are data from 2013 and also plant performance for the prior decade for comparison.

Yearly Sludge Data
 Due to digester cleaning, 2001 data not included in average calculations.

	# loads	#loads/ month	tons	tons/month	(9066) metric tons	metric tons/month	% solids	% vol. Solids	thick % vol. Solids	% vol. Reduction	MCRT	NH3-N	TKN	PO4	
1995	181	15.1	331.76	27.65	300.76	25.06	26.7	45.31	64.02	53.43		629	1903	945	
1996	186	15.5	362.74	30.23	328.86	27.41	28.5	43.71	60.95	50.26		586	1827	1093	
1997	178	14.8	330.26	27.52	299.41	24.95	27.5	45.58	62.37	49.47		727	1858	1237	
1998	185	15.4	331.39	27.62	300.44	25.04	26.2	46.85	63.16	48.58		532	1697	1137	
1999	183	15.3	318.49	26.54	288.74	24.06	26.9	46.64	64.31	51.49		508	1753	1762	
2000	197	16.4	338.19	28.18	306.60	25.55	26.9	46.27	63.28	50.02		408	6408	6769	
Avg	185	15	335.47	27.96	304.14	25.35	27.1	45.73	63.01	50.55		565	2574	2157	
2001	81	6.8	796.04	66.34	721.69	60.14	22.6	45.26	68.41	61.82		722	7354	7785	
2002	82	6.8	167.98	14.00	152.29	12.69	26.0	39.29	66.60	67.54		843	7969	9099	
2003	100	8.3	199.09	16.59	180.49	15.04	24.9	40.47	63.85	61.51		712	8151	8538	
2004	93	7.8	205.71	17.14	186.50	15.54	27.1	40.28	61.25	57.33		672	8688	9142	
2005	107	8.9	214.42	17.87	194.39	16.20	24.5	43.43	62.82	54.56		620	7108	8370	
2006	124	10.3	266.06	22.17	241.21	20.10	25.4	42.33	63.30	57.45		684	8038	7965	
2007	112	9.3	233.04	19.42	211.27	17.61	25.0	44.12	64.89	57.27		44.6	607	6610	8445
2008	113	9.4	228.14	19.01	206.83	17.24	23.4	45.57	67.99	60.58		48.4	315	4412	6220
2009	112	9.3	242.73	20.23	220.06	18.34	24.6	45.12	67.01	59.52		46.2	644	5515	7320
2010	121	10.1	250.4	20.87	227.01	18.92	24.7	44.67	66.05	58.50		45.9			
2011	116	9.7	251.7	20.98	228.19	19.02	25.7	42.16	62.07	61.82		46.5			
2012	126	10.5	258.56	21.55	234.41	19.53	26.4	42.71	63.28	56.75		57.6			
2013	113	9.4	230.4	19.20	208.88	17.41	26.8	43.76	62.44	53.20		53.4			
Avg	110	9.2	229.02	19.09	207.63	17.30	25.4	42.83	64.30	58.84	48.3	637	7061	8137	

5% removal 2013 53.39% of what enters
 2.90% of total

Current Yearly Flow and Precipitation Data

2013	FLOW	Prec	EQ bp
JAN	88,341	2.42	4.211
FEB	80,403	2.09	4.888
MARCH	86,737	2.36	1.394
APRIL	74,614	3.19	4.312
MAY	54,714	1.88	
JUNE	62,334	4.44	
JULY	67,034	6.43	
AUG	52,872	3.4	0.832
SEPT	51,354	3.2	1.89
OCT	67,914	4.66	1.675
NOV	68,069	2.23	
DEC	69,761	3.45	6.672
TOTAL	824,147	39.75	29.816
AVG	68,679	3.31	
MGD	2,258		

	Flow (total MG)	Flow (monthly average)	MGD	Prec. (total in.)	Prec. (monthly average)
1995	870,163	72,514	2,384	41.16	3.43
1996	1040,807	86,734	2,844	52.64	4.39
1997	924,167	77,014	2,532	42.96	3.58
1998	862,318	71,860	2,363	38.84	3.24
1999	850,658	70,888	2,331	42.64	3.55
2000	888,654	74,055	2,428	47.23	3.94
2001	844,290	70,358	2,313	34.71	2.89
2002	913,123	76,094	2,502	41.21	3.43
2003	1024,082	85,340	2,806	50.51	4.21
2004	1054,055	87,838	2,880	45.46	3.79
2005	1017,545	84,795	2,788	45.53	3.79
2006	1008,923	84,077	2,764	51.57	4.30
2007	949,386	79,116	2,601	47.73	3.98
2008	965,501	80,458	2,638	47.28	3.94
2009	878,698	73,225	2,407	41.61	3.47
2010	868,448	72,371	2,379	40.46	3.37
2011	974,553	81,213	2,670	64.37	5.36
2012	816,376	68,031	2,231	46.4	3.87
2013	824,147	68,679	2,258	39.75	3.31

12-month NH3 removals

NH3	Raw	Primary Removal	Tower In	Tower Removal	Tower Out	Final Removal	SF In	SF Removal	Final	R-F Removal
Jan	12.99	-16.04%	15.07	94.61%	0.813	-3.85%	0.844	80.49%	0.165	98.73%
Feb	10.00	-3.30%	10.33	97.55%	0.253	-8.48%	0.274	82.64%	0.048	99.52%
Mar	6.74	-26.42%	8.52	97.46%	0.216	16.24%	0.181	89.83%	0.018	99.73%
Apr	9.96	-26.13%	12.57	98.69%	0.165	23.71%	0.126	81.54%	0.023	99.77%
May	12.10	-12.74%	13.65	98.09%	0.26	64.33%			0.093	99.23%
Jun	11.76	-18.30%	13.91	98.38%	0.225	66.52%			0.075	99.36%
Jul	11.83	-16.01%	13.72	99.22%	0.107	11.91%			0.094	99.20%
Aug	12.88	-11.67%	14.38	99.42%	0.084	37.62%			0.052	99.60%
Sep	13.96	-14.87%	16.03	99.40%	0.097	41.48%			0.057	99.59%
Oct	12.75	-10.88%	14.13	98.65%	0.191	69.91%			0.058	99.55%
Nov	13.60	-11.76%	15.20	99.12%	0.134	25.60%			0.100	99.26%
Dec	13.36	-15.56%	15.44	98.28%	0.265	24.47%			0.200	98.50%
Avg	11.83	-14.82%	13.58	98.28%	0.23	-52.13%	0.36	77.00%	0.08	99.31%
% of Total		-14.82%		112.84%		-1.03%		2.32%		99.31%

12-month CBOD removals

CBOD	Raw	Primary Removal	Tower In	Tower Removal	Tower Out	Final Removal	SF In	SF Removal	Final	R-F Removal
Jan	97.58	66.95%	32.25	81.40%	6.00	37.50%	3.750	51.11%	1.833	98.12%
Feb	94.25	55.97%	41.50	84.34%	6.50	39.74%	3.917	51.06%	1.917	97.97%
Mar	85.58	51.12%	41.83	84.46%	6.50	34.62%	4.25	60.78%	1.667	98.05%
Apr	127.17	67.76%	41.00	80.49%	8.0	48.96%	4.08	46.94%	2.167	98.30%
May	146.75	66.78%	48.75	84.62%	7.50	36.67%	4.75	17.54%	3.917	97.33%
Jun	129.83	69.77%	39.25	83.86%	6.33	42.11%	3.67	38.64%	2.250	98.27%
Jul	115.00	72.97%	31.08	86.60%	4.17	26.00%	3.083	40.54%	1.833	98.41%
Aug	122.08	63.00%	45.17	88.56%	5.17	32.26%	3.500	45.24%	1.917	98.43%
Sep	129.67	66.77%	43.08	88.59%	4.92	25.42%	3.667	52.27%	1.750	98.65%
Oct	110.17	70.88%	32.08	85.19%	4.750	29.82%	3.333	-10.00%	3.667	96.67%
Nov	122.6667	67.60%	39.75	83.23%	6.67	45.00%	3.667	25.00%	2.750	97.76%
Dec	150.08	64.85%	52.75	85.15%	7.83	44.68%	4.33	-59.62%	6.917	95.39%
Avg	119.24	65.86%	40.71	84.78%	6.19	38.12%	3.83	29.17%	2.72	97.72%
% of Total		65.86%		28.95%		1.98%		0.94%		97.72%

12-month PO4 removals										
PO4	Raw	Primary Removal	Tower In	Tower Removal	Tower Out	Final Removal	SF In	SF Removal	Final	R-F Removal
Jan	3.61	71.18%	1.040	25.80%	0.772	54.54%	0.351	41.92%	0.204	94.35%
Feb	3.05	64.38%	1.085	13.44%	0.939	61.05%	0.366	48.75%	0.188	93.84%
Mar	2.86	60.32%	1.134	17.85%	0.932	55.55%	0.414	46.78%	0.220	92.29%
Apr	4.00	68.68%	1.254	-9.00%	1.367	61.96%	0.520	37.34%	0.326	91.86%
May	5.32	74.41%	1.362	11.75%	1.202	56.66%	0.521	27.04%	0.380	92.86%
Jun	5.50	70.31%	1.632	34.98%	1.061	45.95%	0.573	22.17%	0.446	91.88%
Jul	4.20	68.53%	1.322	25.35%	0.987	44.59%	0.547	15.40%	0.463	88.99%
Aug	4.75	70.25%	1.412	15.88%	1.188	48.91%	0.607	16.69%	0.505	89.35%
Sep	4.62	73.34%	1.231	12.11%	1.082	52.90%	0.510	13.65%	0.440	90.47%
Oct	3.69	72.03%	1.033	-8.31%	1.118	55.96%	0.493	16.24%	0.413	88.83%
Nov	3.94	62.24%	1.487	-34.59%	2.001	64.81%	0.704	14.32%	0.603	84.68%
Dec	3.73	63.33%	1.368	-49.60%	2.046	73.20%	0.548	34.50%	0.359	90.37%
Avg	4.10	68.82%	1.28	4.33%	1.22	58.12%	0.51	26.11%	0.38	90.77%
% of Total		68.82%		1.35%		17.34%		3.26%		90.77%

12-month SS removals										
SS	Raw	Primary Removal	Tower In	Tower Removal	Tower Out	Final Removal	SF In	SF Removal	Final	R-F Removal
Jan	143.00	73.89%	37.33	36.61%	23.67	54.93%	10.67	74.22%	2.750	98.08%
Feb	128.33	69.22%	39.50	16.46%	33.00	70.20%	9.8	76.27%	2.333	98.18%
Mar	111.00	61.11%	43.17	31.27%	29.67	63.48%	10.8	70.77%	3.167	97.15%
Apr	173.25	75.28%	42.83	6.61%	40.00	83.75%	6.5	55.13%	2.917	98.32%
May	197.33	75.38%	48.58	34.13%	32.00	72.92%	8.67	67.31%	2.833	98.56%
Jun	181.17	70.24%	53.92	53.63%	25.00	76.00%	6.00	54.17%	2.750	98.48%
Jul	190.67	80.68%	36.83	43.67%	20.75	72.29%	5.750	65.22%	2.000	98.95%
Aug	183.67	79.40%	37.83	49.34%	19.17	71.30%	5.500	60.61%	2.167	98.82%
Sep	177.50	80.47%	34.67	35.58%	22.33	68.66%	7.0	55.95%	3.083	98.26%
Oct	176.33	80.15%	35.00	34.76%	22.83	67.52%	7.42	49.44%	3.750	97.87%
Nov	154.17	76.86%	35.67	-15.89%	41.33	80.65%	8.00	31.25%	5.500	96.43%
Dec	183.00	78.14%	40.00	-23.75%	49.50	82.15%	8.83	70.75%	2.583	98.59%
Avg	166.62	75.73%	40.44	25.98%	29.94	73.56%	7.92	62.28%	2.99	98.21%
% of Total		75.73%		6.31%		13.22%		2.96%		98.21%

SUMMARY

The field of modern public works, dealing as it must with complex material, structures, equipment, and supplies, is sometimes associated in the Public's mind with the routine, even dull side of City related affairs.

It is true that a well administered Public Works Program may not be particularly conspicuous to the general public. These tasks as accomplished day by day are so much a part of life and living that they are taken for granted. Only in their absence, only in the break in this continuity, are they suddenly missed and understood by those whom they serve. The professionals who make Public Works "work", pride themselves in the anonymity of their activities.

We professional Public Works Employees view the aspect of city life with which we deal as seldom dull. Fiscal crisis, labor relations, the workings of the political process, demands of new technology, natural perils from floods to snowstorms, increased ecological and environmental concerns, new personnel management techniques - - all demand a high standard of professionalism.

With this in mind, Public Works is seen in its true light as vital, interesting, demanding and deeply rooted with the human relations of the community.

BEDFORD MUNICIPAL COURT

165 Center Road • Bedford, Ohio 44146-2898

440/232-3420 • Fax 440/232-2510

www.bedfordmuni.org

BRIAN J. MELLING
Judge

HARRY J. JACOB III
Judge

THOMAS E. DAY, JR.
Clerk of Court

To the Bedford City Council Members, Cuyahoga County Executive, Office of the County Council, and the Mayors, Trustees, City Council Members, Police Chiefs of the Cities of Bedford, Bedford Heights, Bentleyville, Chagrin Falls, Chagrin Falls Township, Glenwillow, Highland Hills, Moreland Hills, North Randall, Oakwood, Orange, Solon, Warrensville Heights, Woodmere, and the Cleveland Metropolitan Parks and the Post Commanders of the Ohio State Patrol:

Greetings:

Pursuant to the requirements of Section 1901.14(A)(4) of the Revised Code of Ohio, submitted herein is the Annual Report of the Bedford Municipal Court for the year ending December 31, 2013. The contents of this report are based upon data assembled and tabulated by Thomas E. Day, Jr., Clerk of Court/Court Administrator and the Court Staff.

The Court's jurisdiction serves the cities/villages of: Bedford, Bedford Heights, Bentleyville, Chagrin Falls, Chagrin Falls Township, Cleveland Metropolitan Parks, Glenwillow, Highland Hills, Moreland Hills, North Randall, Oakwood, Orange, Solon, Warrensville Heights and Woodmere. Bedford Municipal Court is comprised of two elected Judges and the Court's support staff.

A comparison of this report to the 2012 report will reflect that 2013 saw a 5% increase in traffic/criminal division filings over a prior 13% increase in 2012. The civil division maintained a steady flow of case filings.

All of these increased demands were met while the Court again, through the efforts of its staff, successfully maintained its focus on fiscal responsibility to the citizens of the Court's jurisdiction as revenue again exceeded expenses.

The Court's Probation Department continues to excel under the leadership of Rhys Tucker the Courts Chief Probation Officer. The probation staff continued to participate in training and education to assure proper skill levels of our officers and to comply with the Supreme Court of Ohio requirements.

Bedford Municipal Court 2013 Annual Report

The Court continues to strengthen its role in assisting victims of crimes of violence. The Bedford Municipal Court's Domestic Violence Victims Program originated in the year 2000 in an effort to reach out to and assist adult female victims of domestic violence. The program established the position of a Domestic Violence Court Liaison located at the Court to help victims understand the complex legal system, accompany them to Court hearings, aid them in obtaining any necessary services outside of the Court, and to act as a liaison between the victim and the prosecutor. The program has since grown to include domestic violence training for law enforcement officers from police departments within the Court's jurisdiction.

In 2013 the Court began implementation of the electronic delivery of signed journal entries. This process is designed to reduce both postage and paper costs as well as improve delivery to the majority of the attorneys working with the Court. The IT department expects to expand this process in 2014 to include civil notices issued by the Clerk's office.

At this time, I wish to take a moment to thank the Court's Administrative team along with our entire staff for another year of hard work and dedication. Once again they have met the everyday challenges in our workplace environment successfully.

Special thanks to our Volunteer Court Liaisons, who donate their time and in doing so contribute greatly to the success of the Court. Additionally thank you to those citizens who have served as jurors. Your participation is crucial to the operation of the Court.

As always, thank you to the Mayors, Law Departments, Police Chiefs, Officers and Staff of the fourteen communities that make up the Bedford Municipal Court's jurisdiction. In particular I wish to thank Bedford City Council and staff of the City of Bedford who have provided us with the support needed to continue to serve the public in the manner entrusted to this Court.

In closing, I wish to take a moment to recognize and offer a special thank you to Mayor Dan Pocek who served the City of Bedford and this Court with distinction. He will be missed. Thank you Dan for your years of service.

Respectfully submitted,



Brian J. Melling
Presiding Judge
Administrative Judge

**Bedford Municipal Court
2013 Annual Report**

THE BEDFORD MUNICIPAL COURT

Judge Brian J. Melling, Judge Harry J. Jacob III and Clerk of Court Thomas E. Day, Jr. would like to recognize members of the Bedford Municipal Court Jurisdiction. It has been Our pleasure to work with you in a spirit of cooperation and look forward to our continued work together.

City of Bedford

Mayor Daniel Pocek
City Manager Henry Angelo
Prosecutor Kenneth Schuman
Police Chief Chris Nietert

City of Bedford Heights

Mayor Fletcher Berger
Prosecutor Deborah Turner
Police Chief Michael Marotta

Village of Bentleyville

Mayor Leonard Spremulli
Prosecutor Ann Oakar
Police Chief Gabriel Barone, Jr.

Village of Chagrin Falls

Mayor Thomas Brick
Prosecutor Thomas Hanculak
Police Chief James Brosius

Chagrin Falls Township

Service provided by the
Village of Chagrin Falls

Cleveland Metropolitan Parks

Prosecutor Anne Eisenhower
Police Chief Daniel Veloski

Village of Glenwillow

Mayor Mark Cegelka
Prosecutor Ross Cirincione
Police Chief Robert Hagquist

Village of Highland Hills

Mayor Robert Nash
Prosecutor Donald Williams
Police Chief Antonio Stitt

Village of Moreland Hills

Mayor Susan Renda
Prosecutor Santo Incorvaia
Police Chief Merlin Canter

Village of North Randall

Mayor David Smith
Prosecutor Leonard Spremulli
Police Chief Ronald Mosley

Village of Oakwood

Mayor Gary Gottschalk
Prosecutor Stephen Klonowski
Police Chief Mark Garratt

Village of Orange

Mayor Kathy Urdang Mulcahy
Prosecutor Blair Melling
Police Chief Chris Kostura

City of Solon

Mayor Susan Drucker
Prosecutor Lon Stolarsky
Police Chief Christopher Viland

City of Warrensville Heights

Mayor Bradley Sellers
Prosecutor Keisha Hughes
Police Chief William Jelenic

Village of Woodmere

Mayor Charles Smith
Prosecutor Lon Stolarsky
Police Chief Sheila Mason

**Bedford Municipal Court
2013 Annual Report**

Bedford Municipal Court & Clerk's Office Staff

Melling, Brian J.	Administrative Judge
Jacob III, Harry J.	Judge
Day, Jr., Thomas E.	Clerk of Courts/Court Administrator
Freda, Joy M.	Acting Judge/Magistrate
Rutsky, Bruce S.	Acting Judge
Abens, Matthew B.	Magistrate
Cirincione, Ross S.	Magistrate
Downey, Brian P.	Magistrate
Glickman, Robert T.	Magistrate
Greenberg, Barbara	Magistrate
Papa, Nicholas A.	Magistrate
Pidala, Sherry A.	Magistrate
Turner, Deborah M.	Magistrate
Pfundstein, Joseph A.	Staff Attorney
Pidala, Candice L.	Domestic Violence Liaison
Garmone, John	Chief Deputy Clerk
Dulaney, Bobbie	IT Administrator
Collier, Leanne	Deputy Court Administrator
DeLuca, Dorine	Deputy Clerk/Judicial Assistant
Smolen, Karen	Deputy Clerk/Judicial Assistant
Arnold, Jeffrey*	Deputy Clerk/Part-Time
Bailey, Antrina	Deputy Clerk
Byard, Dyan	Deputy Clerk/Part-Time
Carter, Priscilla	Deputy Clerk
Gresham, Karen	Deputy Clerk
Jaklitch, Florence	Deputy Clerk
MacKenzie, Barbara	Deputy Clerk/Bookkeeper
Milakovich, Madelaine	Deputy Clerk
Mosley, Antoinette	Deputy Clerk
Perl, Lisa	Deputy Clerk/Part-Time
Prusha, Kari	Deputy Clerk
Silbaugh, Heather	Deputy Clerk
Suydam, Roberta	Deputy Clerk/Part-Time
Witowski, Gloria	Deputy Clerk
Young, Shirley	Deputy Clerk/Part-Time

* Resigned ** Retired † Deceased

**Bedford Municipal Court
2013 Annual Report**

Bedford Municipal Court & Clerk's Office Staff Continued

Probation Department

Tucker, Rhys	Chief Probation Officer
Woo, Christopher	Probation Officer
Meuti, Gina	Deputy Clerk/Record Retention

Bailiff Department

DeFabio, Jamey	Chief Bailiff
Pinto, Joseph	Bailiff
Fischer, Jason*	Deputy Bailiff/Part-Time
Gilliam, John	Deputy Bailiff/Part-Time
Kelly, Douglas J.*	Deputy Bailiff/Part-Time
Kozar, Bryan	Deputy Bailiff
Masetta, Audra	Deputy Bailiff/Part-Time
Smith, Michael	Deputy Bailiff/Part-Time
Sullivan, James	Deputy Bailiff

Director of Community Education

Abens, Matthew B.	Director of Community Education
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Volunteer Interns

Cherry, Diamond	Park, Alexis
Eyerman, Louis	Smith, Jeanetta
Advent, Rebecca	Wentz, Benjamin
Gordon, Megan	

Volunteer Court Liaison

Chandra, Naveen	Pallat, Robert
Cummins, Russell	Reed, Peggy
Matz, Judy	Samp, Marcia
McAninch, Beverly	

* Resigned ** Retired † Deceased

**Bedford Municipal Court
2013 Annual Report**

HISTORY OF THE BEDFORD MUNICIPAL COURT

The Ohio Legislature established the Bedford Municipal Police Court, commencing January 1, 1932, at the same time as the City began to operate under the City Manager form of government. (At that time, similar municipal police courts were in existence in East Cleveland and Cleveland Heights).

Ralph W. Bell was elected as the first Judge of the Court, and by subsequent re-elections, for four-year terms, served from January 1, 1932 until September 1943. In September 1943, Judge Bell resigned to enter service in the Army of the United States.

L.R. Landfear was appointed by the Governor of Ohio in October 1943 to fill the un-expired term, and was elected in November 1943 to a full term, commencing January 1, 1944.

Upon the return of Ralph W. Bell from overseas duty in 1946, Mr. Landfear resigned as Judge and Governor Tom Herbert appointed Ralph W. Bell in December 1946. He continued as Judge until December 1957.

The legislature created a new Bedford Municipal Court, having both criminal and civil jurisdiction, effective as of January 1958, and the Police Court was abolished.

Because of the increased jurisdiction over territory and subject matter of the Court, the position of Judge became one requiring the full time attendance of the occupant. Desiring to continue his private practice of law, Judge Bell decided not to seek election again.

Vincent Arnold was elected and served for the six-year term from January 1, 1958, until December 31, 1963. Judge Joseph A. Zingales, who was elected in November 1963 for the full six-year term commencing January 1, 1964, succeeded him. He was subsequently re-elected to an additional five six-year terms and served the Bedford Municipal Court as Presiding Judge for a total of thirty-six years. Due to age limitations imposed by the State legislature, Judge Joseph A. Zingales was required to retire as of December 31, 1999. Judge Zingales passed away on June 22, 2010.

Because of the increased volume of work for the Chief Justice of Ohio's Supreme Court, C. William O'Neil created a second temporary Judgeship in the Bedford Municipal Court effective March 1, 1974. Rodney H. Reed was appointed by the Chief Justice to fill that role. Effective August 19, 1975, the State legislature formally created a permanent second Judgeship and on November 4, 1975, Rodney H. Reed was elected to a four-year term commencing on January 1, 1976. He subsequently was elected and re-elected to six-year terms until his untimely death on February 17, 1992.

Bedford Municipal Court 2013 Annual Report

On May 18, 1992, Governor George Volnovich appointed Peter J. Junkin to fill the vacancy created by the death of Judge Reed until the voters of the district could elect a Judge to fill the balance of the un-expired term. Judge Junkin who was raised in the jurisdiction and was a graduate of Bedford High School served as Magistrate and Acting Judge of the Court from 1982 through 1992.

Thereafter, Peter J. Junkin was elected on November 2, 1993, to complete the un-expired four-year term of the late Rodney H. Reed, and was subsequently re-elected to two additional terms. His current six-year term began on January 1, 2004 until December 2009. In the year 2000, Judge Junkin was elected Presiding Judge of the Court and served in that position until leaving office on December 31, 2009.

Judge Brian J. Melling, a former Law Director for the City of Bedford, was elected to his first six-year term in November 1999, which commenced on January 1, 2000. Judge Melling was also raised in the jurisdiction and was a graduate of Bedford High School and also had prior service as an Acting Judge of the Court from 1992 through 1999. Judge Melling was subsequently re-elected to his current six-year term beginning January 1, 2006 until December 2011.

In April 2003, the Bedford Municipal Court left it's location at 65 Columbus Road and relocated to the new complex at 165 Center Road, Bedford, Ohio. The new courthouse, part of the Bedford Municipal Complex, was built in accordance with the standards suggested by the Supreme Court of Ohio. The construction met both the immediate and foreseeable space needs for the Court.

Elected in November 2009 by the voters of the fourteen communities comprising the Bedford Municipal Court, Judge Harry J. Jacob III took office on January 1, 2010. Judge Jacob had been in private practice for over 28 years, as well as serving on the Solon Civil Service Commission for over 20 years.

**Bedford Municipal Court
2013 Annual Report**

CIVIL AND SMALL CLAIMS DIVISION

Number of Cases Filed in 2013:

Compliants	2,083
Forcible Entry & Detainer	2,155
Replevin	9
Cognovit Note	3
Transfer of Judgment	11
Limited Driving Privileges	191
Total:	4,452

Partial Breakdown of Other Filings:

Application for Default	1,255
Bankruptcy	393
Execution of Levy	7
Attachment in Aid of Execution	2,306
Examination Bedfore Judge	69
Writ of Execution	5
Writ of Restitution	1,305
Certificate of Judgment for Lien	661
Certificate of Judgment for Transfer	15
Motions	3,470
Amended Complaints	37
Counterclaims	41
Cross-Complaints/Third Party Complaints	1
Request for Alias Service	3,048
Satisfaction/Release of Garnishment	1,468
Total:	14,081

SMALL CLAIM DIVISION

Small Claim Cases

Cases Pending as of 2012	365
Cases Filed in 2013	1,407
Cases Re-activated in 2013	57
Cases Transferred to Civil Docket in 2013	7
Cases Disposed of in 2013	1,473
Cases Pending as of 12/31/2013	356

**Bedford Municipal Court
2013 Annual Report**

CIVIL AND SMALL CLAIMS DIVISION - Continued

Matters Heard in 2013

Dismissed	1,493
Judgment for Plaintiff	173
Judgment for Defendant	2
Settled and Dismissed	40
Satisfied	746
Forcible Entry & Detainer	981
Limited Driving Privileges	115
Bankruptcy	354
Replevin	9
Cognovit Note	4
Default	1,485
Certified to Common Pleas	7
Motions	1,728
Citations to Show Cause	10
Purged of Contempt	4
Stipulation for Leave to Plead	6
Jury Trials Held	0
Wedding Performed	42

Cases Pending as of 12/31/2013 1,340

Breakdown of Civil Cases by Municipalities:

Bedford	1,065
Bedford Heights	985
Bentleyville	4
Chagrin Falls	106
Glenwillow	4
Highland Hills	16
Moreland Hills	21
North Randall	101
Oakwood	135
Orange Village	39
Solon	360
Warrensville Heights	1,858
Woodmere	86
Other	1,538

**Bedford Municipal Court
2013 Annual Report**

CIVIL AND SMALL CLAIMS DIVISION - Continued

Receipts: Civil and Small Claims

Clerk and Bailiff Fees (Court Costs)	\$ 661,917.89
Marriage Fees	840.00
Deposit for Jury	3,660.00
Appraisers	800.00
Security for Costs	37,037.52
Judgments	1,729,841.84
Miscellaneous	7,351.16
Clerk of Court Computer Fund	16,851.00
Court Computer Fund	5,611.56
Legal Resource Fund	5,601.00
Special Program Fund	33,756.00
Total Receipts	\$ 2,503,267.97

Disbursements: Civil and Small Claims

City of Bedford - Clerk and Bailiff	\$ 661,215.56
Marriage Fees	840.00
Refunds, Transfers, Court of Appeals, Security	184,783.93
Judgments	1,635,781.75
Appraisers	800.00
Legal Resource Fund	5,601.00
Clerk of Court Computer Fund	16,851.00
Court Computer Fund	5,611.56
Special Programs Fund	33,856.00
Unclaimed Funds	0.00
Total Disbursements	\$ 2,545,340.80

Receipts: Landlord-Tenant

Rent Deposits	\$ 37,637.64
Total Receipts	\$ 37,637.64

Disbursements: Landlord-Tenant

City of Bedford - Costs	\$ 373.13
Landlord-Tenant	16,779.94
Total Disbursements	\$ 17,153.07

**Bedford Municipal Court
2013 Annual Report**

CIVIL AND SMALL CLAIMS DIVISION - Continued

TRUSTEESHIP DIVISION

Pending as of 12/31/2012	3
Accounts Filed in 2013	1
Bankruptcy	0
Terminated for Non-Payment	0
Terminated at Trustee's Request	0
Accounts Paid in Full	0
Pending as of 12/31/2013	4

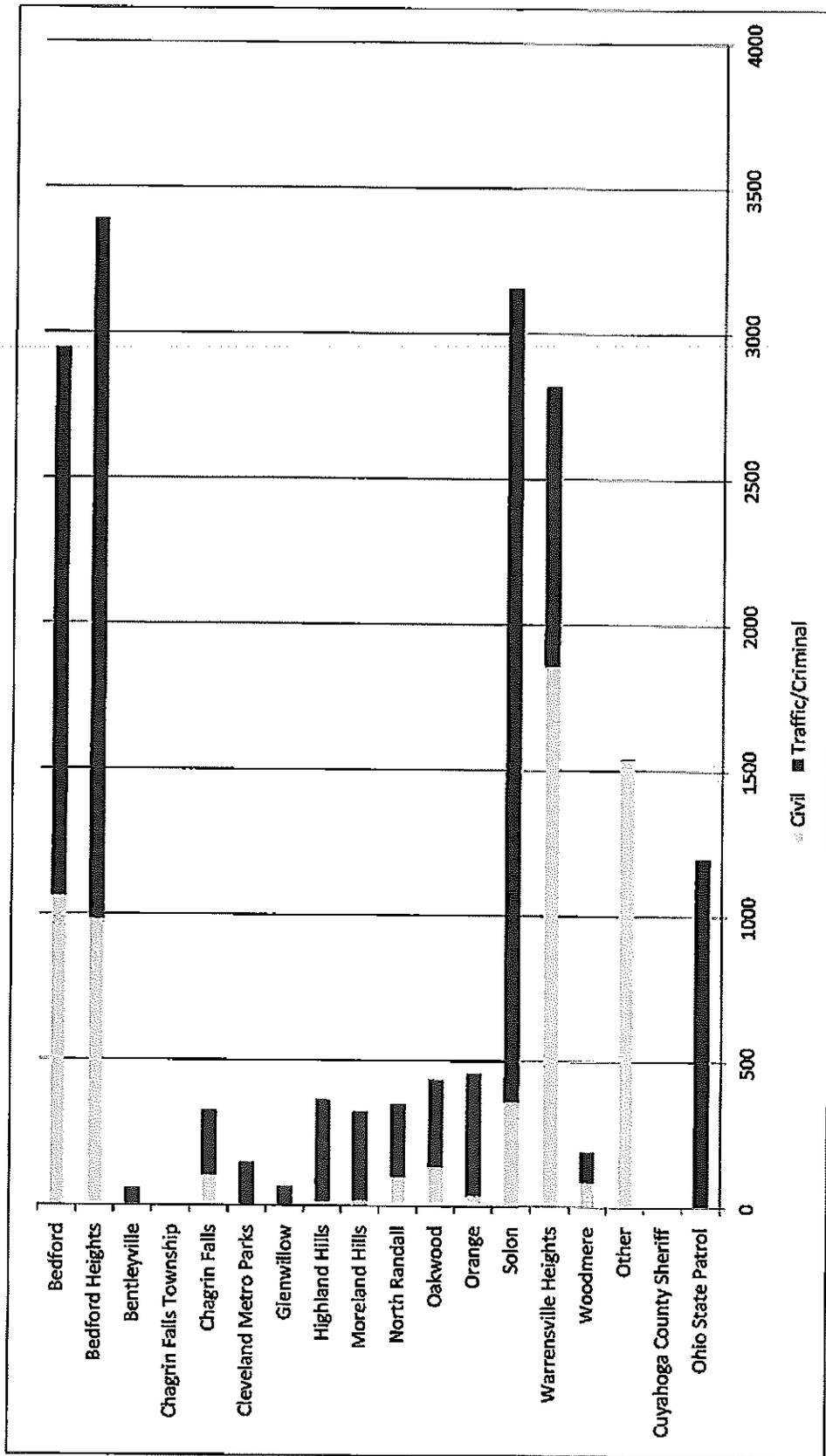
Receipts:

Debtor Filing Fees	\$	19,300.00
Total	\$	<u>19,300.00</u>

Disbursements:

City of Bedford - Clerk and Bailiff	\$	405.24
Credit Payments		18,894.76
Refunds		0.00
Total	\$	<u>19,300.00</u>

BEDFORD MUNICIPAL COURT NEW CASE FILINGS FOR YEAR 2013 BY MUNICIPALITY

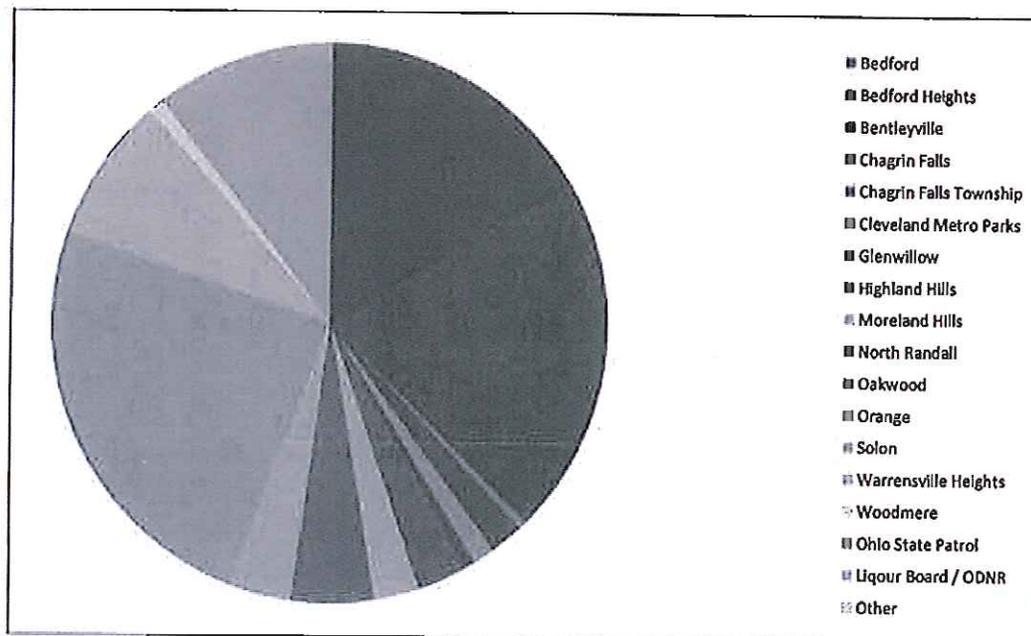


**Bedford Municipal Court
2013 Annual Report**

TRAFFIC / CRIMINAL DIVISION - Continued

Total Traffic / Criminal New Case Filings By Municipality

	Criminal - CRA Felonies	Criminal - CRB Misdemeanors	Traffic - TRC OVI/BAC	Traffic TRD	Total Traffic/Criminal Cases
Bedford	44	583	54	1,199	1,880
Bedford Heights	29	257	30	2,087	2,403
Bentleyville	0	2	8	46	56
Chagrin Falls	2	86	18	116	222
Chagrin Falls Township	0	0	0	0	0
Cleveland Metro Parks	0	42	0	106	148
Glenwillow	0	12	6	43	61
Highland Hills	8	89	67	184	348
Moreland Hills	1	32	17	253	303
North Randall	8	87	5	149	249
Oakwood	9	74	20	197	300
Orange	0	48	7	362	417
Solon	39	610	129	2,017	2,795
Warrensville Heights	53	385	12	508	958
Woodmere	4	19	3	76	102
Ohio State Patrol	0	16	8	1,174	1,198
Liquor Board / ODNR	0	1	0	0	1
Other	0	1	0	0	1
Total By Case Type	197	2,344	384	8,517	11,442



**Bedford Municipal Court
2013 Annual Report**

TRAFFIC/CRIMINAL DIVISION - Continued

Domestic Violence

Bedford	29
Bedford Heights	34
Bentleyville	0
Chagrin Falls	2
Chagrin Falls Township	0
Cleveland Metropolitan Parks	0
Glenwillow	1
Highland Hills	1
Moreland Hills	0
North Randall	5
Oakwood	6
Orange	0
Solon	23
Warrensville Heights	56
Woodmere	5
<hr/> Total	<hr/> 162

Other Offenses of Violence

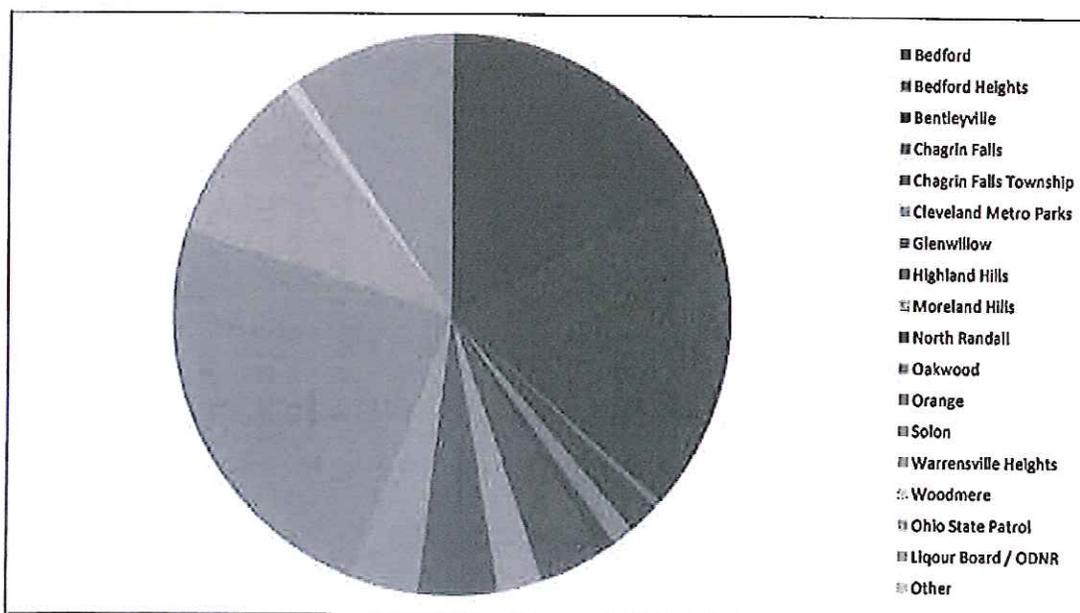
Violation of Protection Order	12
Assault	93
Sexual Imposition	1
Menacing	21
Aggravated Menacing	30
Rape	5

**Bedford Municipal Court
2013 Annual Report**

TRAFFIC / CRIMINAL DIVISION - Continued

Total Traffic / Criminal Cases Disposed By Municipality

	Criminal - CRA Felonies	Criminal - CRB Misdemeanors	Traffic - TRC OVI/BAC	Traffic TRD	Total Traffic/Criminal Cases
Bedford	39	736	55	1,264	2,094
Bedford Heights	26	254	19	2,084	2,383
Bentleyville	0	2	4	46	52
Chagrin Falls	2	89	15	118	224
Chagrin Falls Township	0	0	0	0	0
Cleveland Metro Parks	0	49	0	107	156
Glenwillow	0	13	11	67	91
Highland Hills	8	102	66	312	488
Moreland Hills	1	41	19	260	321
North Randall	14	91	15	171	291
Oakwood	8	67	23	176	274
Orange	0	60	15	408	483
Solon	34	665	130	2,117	2,946
Warrensville Heights	53	453	18	687	1,211
Woodmere	4	19	2	72	97
Ohio State Patrol	0	13	7	1,150	1,170
Liquor Board / ODNR	0	2	0	0	2
Other	0	1	0	2	3
Total By Case Type	189	2,657	399	9,041	12,286



**Bedford Municipal Court
2013 Annual Report**

TRAFFIC/CRIMINAL DIVISION

Probation Department

Placed on Active Probation	435
Placed on Inactive Probation	189
Placed on Diversion	101
Cases Terminated Successfully	705
Probation Violations Heard	88
Probation cases with open warrants as of 12/31/2012	298
Pre-Sentence Reports assigned	7
Expungement Investigations assigned	192
Drug and Alcohol Tests	215

Matters Heard or Disposed of in 2013

State & Municipal Traffic	9,440
State and Municipal Misdemeanors	2,657
Felony - Probable Cause Hearings Held	149
Felony - Bind Overs	125
Felony - Dismissed	16
Felony - Indicted Dismissed	48
Jury Trials held	2
Jury Cases Disposed as Scheduled Jury/Demand Waived	10
Jury Cases Disposed without Jury/Demand Waived	47
Extraditions	0
Criminal Rule 4E	12
Traffic/Criminal Cases Paid by Waiver	4,229
5-Day Hearings	2,123
Expungements	289
Contempt of Court - Guilty	764
Contempt of Court - Purged	925
Cases Disposed as N/A or Fugitive	737
Search Warrants	52
Cases Re-opened	1,150
Warrants Issued	2,882
License Forfeitures - Warning Issued	1,150
License Forfeitures - Issued	796
License Forfeitures Released/Cleared	716
Show Causes to Bonding Companies	715
Indigency Affidavits Counsel Assigned	1,374
Driving Permits	467
Motions for Continuance	2,614
Vehicles Booted	20

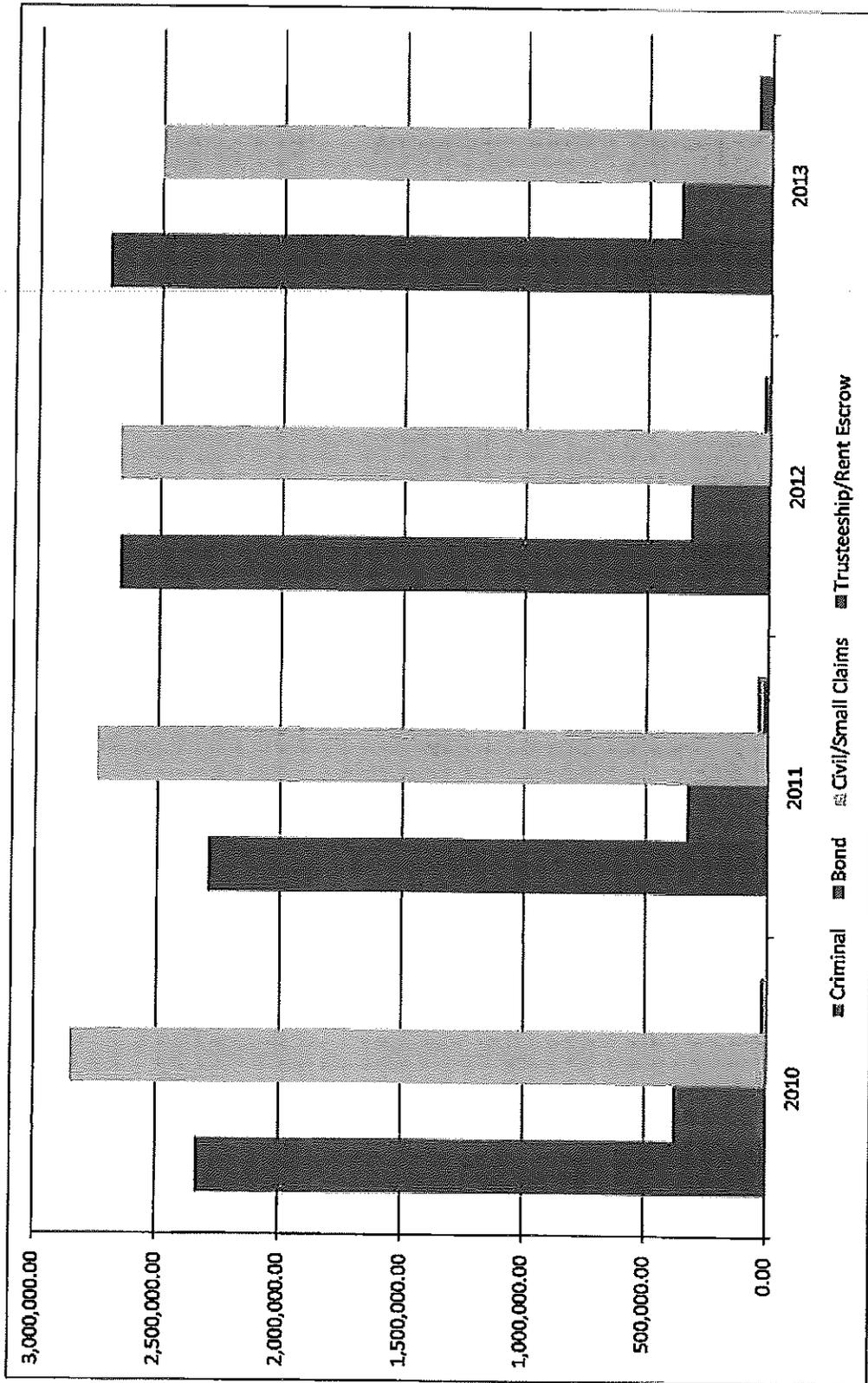
**Bedford Municipal Court
2013 Annual Report**

TRAFFIC/CRIMINAL DIVISION - Continued

Receipts:

Fines, Forfeitures & Expungements	\$ 1,197,912.22
Costs	683,779.39
Restitution/Refund	74,013.90
Capital Recovery Collections Fees	24,541.69
Credit Card Processing	20,112.90
Payment Plan Program	13,036.76
Probation Department	5,761.25
Diversion Program	36,126.00
Witness and Jury Fees	1,980.00
Victims of Crime	72,544.50
Steno Fees	309.00
Court/Clerk Computer Fund	52,914.00
Special Projects Fund	108,903.75
Indigent Interlock/Scram Monitoring	22,034.55
Police Education Fund	894.00
Legal Resource Fund	11,643.59
OMVI Indigent Defense Fund	33,496.00
Public Defenders	19,510.75
REDSS/Crime Stoppers	39,485.02
License Forfeiture Fees	105.00
Drug Law Enforcement Fund	23,874.26
Indigent Defense Support Fund	272,933.52
Habitual Offender Registry	42.50
Total	\$ 2,715,954.55

Bedford Municipal Court Prior Years Revenue Comparison



**Bedford Municipal Court
2013 Annual Report**

TRAFFIC/CRIMINAL DIVISION - Continued

Disbursements:

Fines, Forfeitures and Expungements
by Municipality:

City of Bedford	\$	205,783.16
City of Bedford Heights		182,502.42
Village of Bentleyville		6,250.00
Village of Chagrin Falls		33,713.00
Cleveland Metropolitan Parks		7,462.00
Village of Glenwillow		15,300.00
Village of Highland Hills		60,695.00
Village of Moreland Hills		32,742.00
Village of North Randall		28,868.00
Village of Oakwood		31,400.77
Village of Orange		49,850.00
City of Solon		266,475.50
City of Warrensville Heights		83,971.90
Village of Woodmere		10,132.75
Total	\$	1,015,146.50
Cuyahoga County		
Fines, Forfeitures & Expungements	\$	117,194.07
REDSS/Crime Stoppers		39,485.02
Public Defenders Fund		19,510.75
Total	\$	176,189.84
State of Ohio		
Victims of Crime	\$	72,544.50
Seat Belts		21,552.90
Liquor		1,214.50
State Highway Patrol Fines		32,413.35
Trauma-Emergency Medical Fund		3,653.90
Child Restraints		2,657.00
Expungements		4,080.00
License Forfeiture Fees		105.00
Drug Enforcement Fund		23,874.26
Indigent Defense Fund		272,933.52
Habitual Offender Registry		42.50
Total	\$	435,071.43

**Bedford Municipal Court
2013 Annual Report**

TRAFFIC/CRIMINAL DIVISION - Continued

Costs: City of Bedford - Traffic/Criminal Court Costs

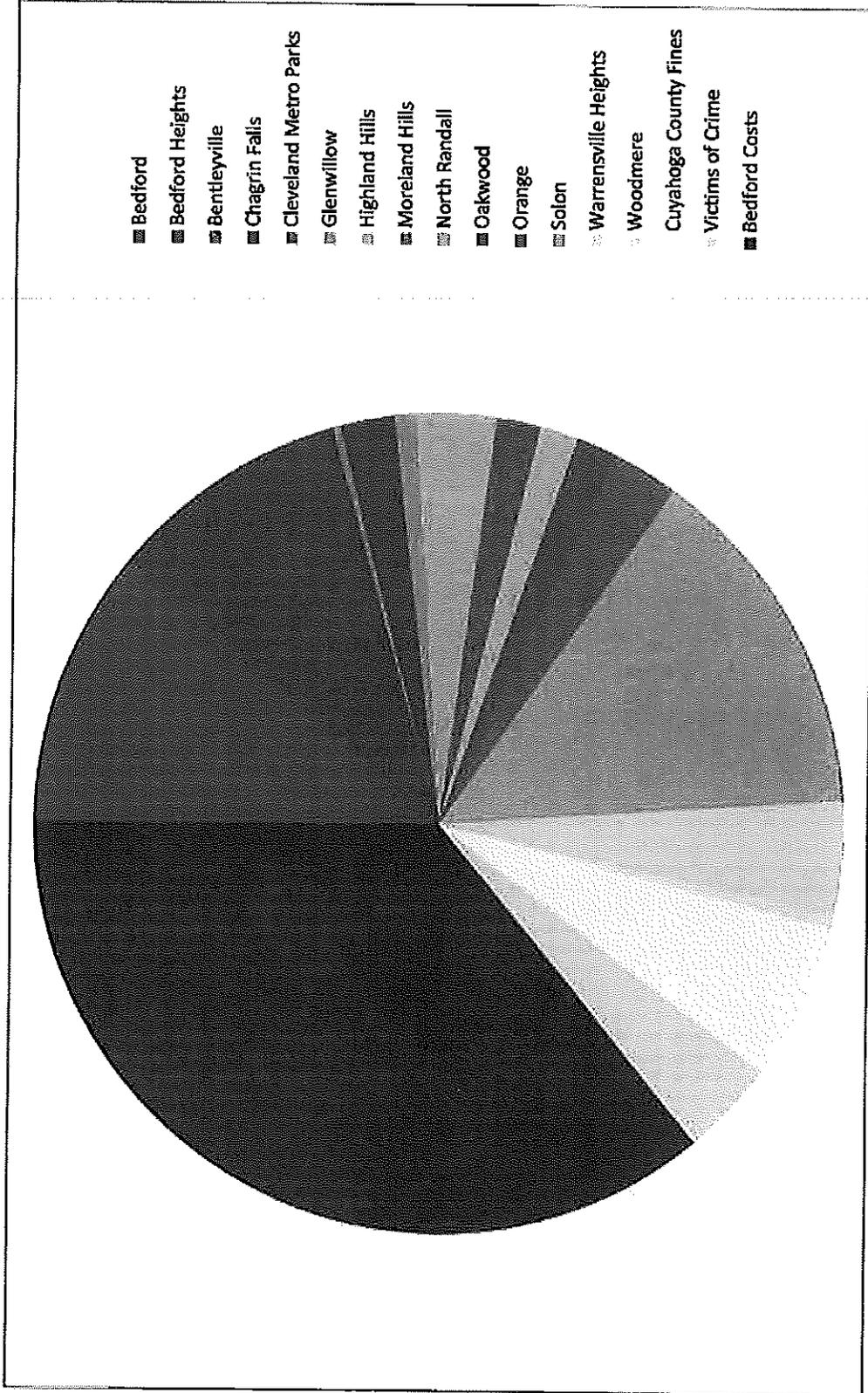
Court Costs	\$ 679,069.39
Credit Card Processing Fees	20,112.90
Payment Plan Fees	13,036.76
Probation Program Fees	5,761.25
DiversionProgram Fees	36,126.00
Expungement Costs	4,710.00
Indigent Interlock/SCRAM Montering	22,034.55
Witness & Jury Fees	1,980.00
Legal Resource Fund	11,643.59
Court/Clerk Computer Fund	52,914.00
Steno Fees	309.00
Muni Special Projects Fund	108,903.75
OMVI Indigent	33,496.00
Police Education	894.00
Restitution/Refunds *	73,856.90
Capital Recover Systems	24,541.69
Total	\$ 1,089,389.78

***Amount does not include money pertaining to 13CRB01303 -
fraudulent check (\$157.00)**

BOND DIVISION

Receipts/Cash Bonds	\$ 373,158.00
Disbursements/Applied to Fines and Costs	\$ 199,480.70
Refunds	118,306.15
Forfeitures	5,432.15
Transfer of Funds	23,358.00
Unclaimed Funds to Bedford	0.00
Total	\$ 346,577.00

Bedford Municipal Court Disbursements in Year 2013 by Municipality



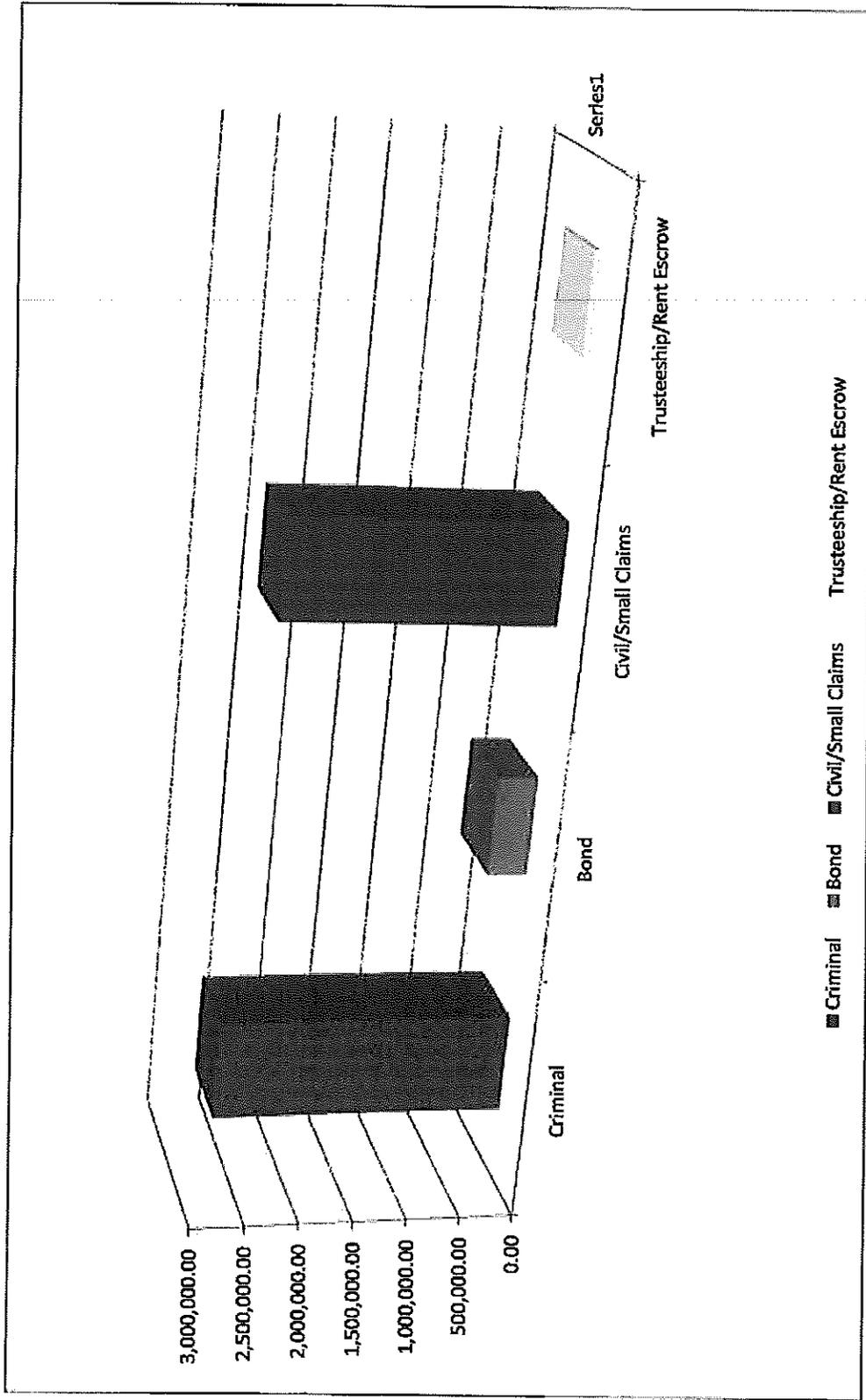
**Bedford Municipal Court
2013 Annual Report**

SUMMARY

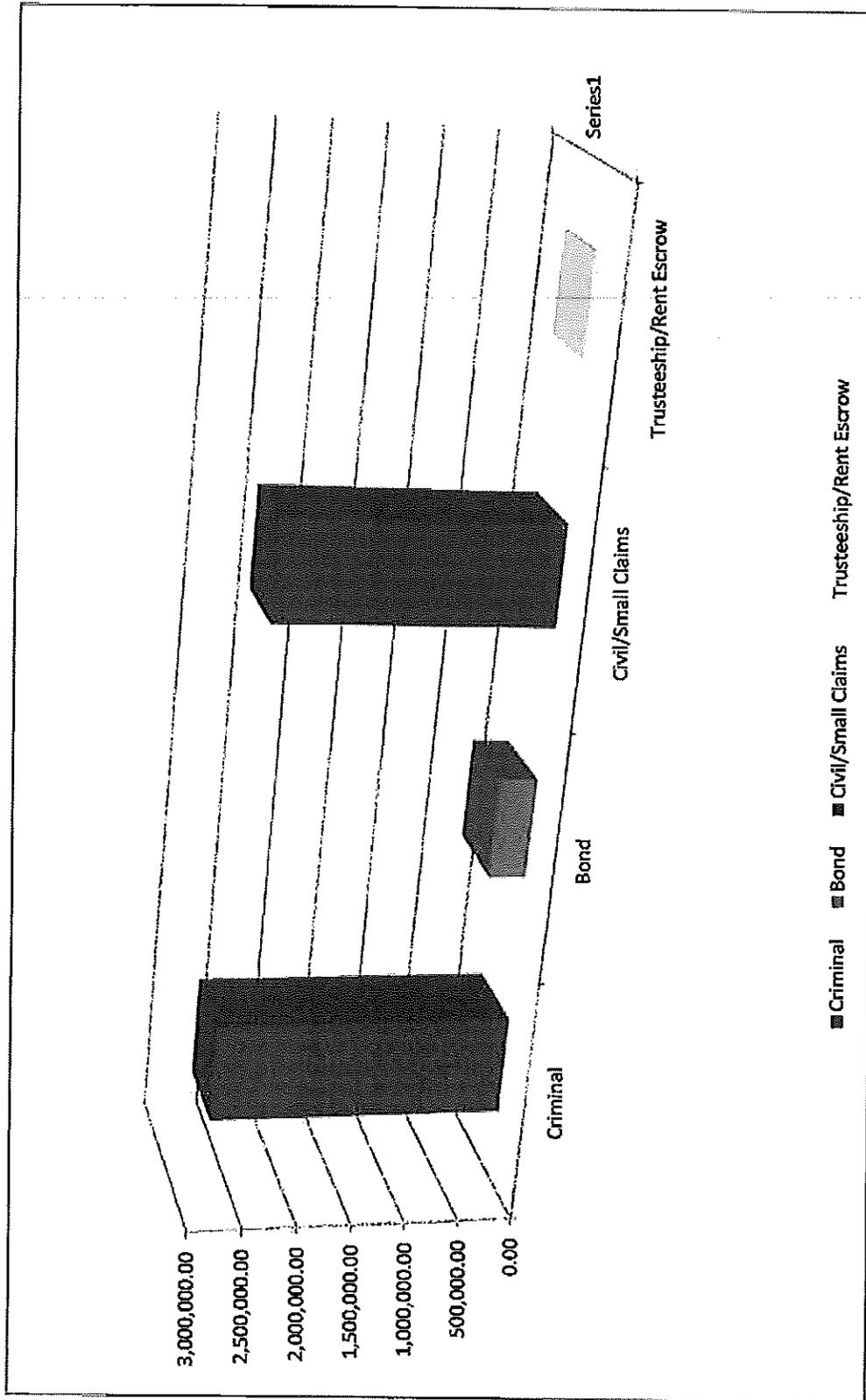
RECEIPTS:	<u>2010</u>	2011	<u>2012</u>	<u>2013</u>
Criminal	\$2,340,431.03	\$2,295,080.43	\$2,665,773.65	\$2,715,954.55
Bond	380,099.00	331,661.00	322,446.00	373,158.00
Civil/Small Claims	2,855,478.21	2,753,660.63	2,668,458.86	2,503,267.97
Trusteeship	13,624.00	9,944.60	16,511.04	19,300.00
Rent Escrow	7,946.00	31,632.50	10,586.00	37,637.64
TOTALS:	\$5,597,578.24	\$5,421,979.16	\$5,683,775.55	\$5,649,318.16

DISBURSEMENTS:	<u>2010</u>	2011	<u>2012</u>	<u>2013</u>
Criminal	\$2,340,431.01	\$2,295,082.43	\$2,598,036.95	\$2,715,797.55
Bond	397,671.00	344,817.00	319,791.00	346,577.00
Civil/Small Claims	275,611.90	2,804,662.51	2,642,965.22	2,545,340.80
Trusteeship	13,624.00	9,725.73	16,511.04	19,300.00
Rent Escrow	4,900.56	22,963.37	18,308.99	17,153.07
TOTALS:	\$5,512,238.47	\$5,477,251.04	\$5,595,613.00	\$5,644,168.42

Bedford Municipal Court Summary of Year 2013 Receipts



Bedford Municipal Court Summary of Year 2013 Disbursements



FINANCIAL RECONCILIATION

BOND

Bank Balance as of 12/31/2012	\$	103,877.69
Less Outstanding Checks		(2,517.50)
Deposit in Transit		250.00
Open Items as of 12/31/2013	\$	<u>101,610.19</u>

CRIMINAL

Bank Balance as of 12/31/2012	\$	187,496.00
Less Outstanding Checks		(187,382.16)
Deposit in Transit		2,163.00
Open Items as of 12/31/2013	\$	<u>2,276.84</u>

CIVIL AND SMALL CLAIMS

Bank Balance as of 12/31/2012	\$	213,426.21
Less Outstanding Checks		(152,711.32)
Deposit in Transit		7,109.69
Open Items as of 12/31/2013	\$	<u>67,824.58</u>

TRUSTEESHIP

Bank Balance as of 12/31/2012	\$	6,311.85
Less Outstanding Checks		(6,811.85)
Deposit in Transit		500.00
Open Items as of 12/31/2013	\$	<u>0.00</u>

RENT ESCROW

Bank Balance as of 12/31/2012	\$	32,566.99
Less Outstanding Checks		(5,432.54)
Deposit in Transit		0.00
Open Items as of 12/31/2013	\$	<u>27,134.45</u>

JURY/WITNESS FEES

Bank Balance as of 12/31/2012	\$	3,619.02
Less Outstanding Checks		(105.62)
Deposit in Transit		0.00
Open Items as of 12/31/2013	\$	<u>3,513.40</u>