

City of Findlay

Lydia Mihalik, Mayor

PUBLIC WORKS DEPARTMENT

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Service/Safety Director

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To Honorable Mayor and City Council:

The Public Works Department, is located at 330 N Cory St, and is one of the most diversified departments in the City in terms of services provided to the community. Public Works is comprised of the following Departments: Streets, Parks, Cemetery, Traffic Lights, Swimming Pool, SCM & R Highways and Recreation Maintenance.

Street Department & Sign Shop

Overview:

Our Street Department consists of Street Maintenance Supervisor Dave Honse and 20 full time employees and several part-time seasonal employees.

The Street Department is responsible for maintaining street right-of-ways, snow removal, concrete curb repairs, alley ways, installation and maintenance of streets signs, painting of all traffic lane lines, tree removals, and any miscellaneous projects that is required of the department.

We inspect and repair damages of all Police Department accident reports that involve city property within the street right-of-ways. Cost of repairing or replacing the damages is then billed to the insurance company or the driver as cited by the Police Department. The damages may include guardrail, curb, lawn strips, trees on the city property, fences, street signs and posts.

The Street Department also maintains a Green Waste Dump Site. At this site residents can drop-off Green Waste which consists of things like leaves, shrub clippings, and fallen tree limbs. The leaves are separated from the other green waste items, ground up, and composted. The leaf compost, along with the natural wood mulch is available for purchase.

Accomplishments:

January, February and March we had a total of 37 inches of snow. When we salt the roads we also use a salt additive, this additive is sprayed onto our road salt making it more effective in colder temperatures. As well, the additive can be mixed into the salt brine to be used as a pre-treatment with impending storms. When plowing and salting of city streets, we do the major arteries, fire stations, hospital,

ambulance services, and city schools first. We then start on the secondary roads followed by residential areas. This year we used 3,300 ton salt and 9,000 gallons of beet juice/brine to help keep our roads safe.

The following streets were paved: Anna, Parkside, Stadium, Winfield, Bittersweet, W. Edgar, W Hardin and Jacobs, along with 3 alleyways and 32 patches using a total of 3,890 tons of asphalt. In addition our crews Tar & Chipped 17 alleys, 2 bridges, 4 streets and did patch work using 4,700 gallons of spray through our Durapatcher.

The Street Department used 2,754 yards of concrete to pour 708 feet of curbs.

We are required by the Ohio Manual of Uniform Traffic Control Devices to use sign faces that are standard. These are ordered and assembled on aluminum blanks and then put in our stock. We then use these signs as needed at a later date. Miscellaneous signs are laid out and cut out by the Panther vinyl cutter and affixed to the aluminum blanks by hand for special projects.

During the past year seven signs were installed per the request and approval of the Traffic Commission and 369 signs were replaced through either our maintenance program or those reported damaged or missing by the public. These signs are replaced due to damages caused from vandalism, missing signs and signs that became faded due to weathering.

The street painting program involves all center lines, lane lines, edge lines, parking stalls, handicap stalls, stop bars, crosswalks, curbs, turn arrows, and directional wording such as "Only" and "School". This year over 2,065 gallons of paint were needed for the 2015 painting season. For the traffic lane lines to be more reflective at night, we add glass beads to the surfaces of the paint while it is still wet. This is done as a one-unit operation. A total of 7.5 tons of Ohio Specification glass beads were used. Forty percent of the traffic paint is paid out of the SCM&R Highways budget, which is a percentage of money derived from motor vehicle registrations and the gasoline excise tax. The remainder is paid out of the Street Department budget.

Regular street sweeping doesn't only keep our City looking nice, but is a cost effective way of keeping debris, sediments, trash and vegetation from accumulating in gutters and on our streets, which ultimately ends up in our storm drains. Our street sweepers collected 979 cubic yards of dirt.

Each year a list of pine trees is submitted to the Mayors' Office to be used as a donation for the city Christmas tree. After inspecting all trees that are submitted, one is then selected. Public Works Maintenance Workers with assistance from Water Pollution Control Maintenance, cut down the tree, haul it to the municipal building, set it in place, and decorate it in Dorney Plaza.

Our department help with over 100 special events that required setup preparation. Before and after these events we deliver, erect and remove barricades and concrete drums that are used in maintaining traffic by blocking off roadways and parking lots. We then take the Street Sweepers out to sweep the streets and parking lots where the events occur usually before and after each event.

In a joint effort between Streets, Water Pollution Control and Water Distribution we had a very successful leaf pick up. Residents were asked to collect their leaves in biodegradable paper bags and place them curbside to be picked up on November 23. It took a total of 123 man hours and 87 gallons of fuel, to pick up a total of 66 loads (900 cubic yards).

We work with Water Distribution and Water Pollution Control by supplying the labor and equipment to repair various streets and driveway openings that are damaged by water or sewer leaks. We also work on various jobs with the City Engineers Office doing curb work and other projects as our assistance is needed.

Traffic Signals Department

Our Traffic Division is ran by Supervisor Tom DeMuth along with one additional full time employee.

Maintenance responsibilities include;

- 82 – Signalized City intersections
- 6 – Signalized County intersections
- 7 – Signalized state intersections
- 1 – Signalized crosswalk
- 1- flashing crosswalk signal
- 1- RRFB crosswalk beacon
- 3 – 4-way stop flashing signals
- 6 – 20 mph flashing school beacons
- 3 – Emergency vehicle exit signals
- 3 – stop ahead flashing beacons
- 105 – Street lights on Main St
- 5 – Street lights on Front St
- 3 – Street lights on Rotary Way
- 12 – Street lights on Broadway
- 4 – Street lights on Cory St bridge
- 3 – Street light control stations for Main St lighting
- 16 – Civil Defense sirens

2015 Maintenance reports for service;

- 180 - reports of signal malfunctions
- 30 - Traffic Signals reported in flash mode
- 11 - Emergency call outs for Traffic Signal problems
- 41 - LED signal fixtures replaced
- 48 - reports of vehicle detection problems
- 17 - reports of accidents involving Traffic Signals
- 30 - Miscellaneous reports of Traffic Signal malfunctions
- 28 - street lights fixtures worked on for various reasons
- 10 - work orders for other departments
- 14 - Traffic Signal equipment repair reports
- 5 - civil defense sirens worked on for various reasons

2015 Intersection improvements

- Sandusky St & East St – Removed all Traffic Signal signals, equipment, and poles for street upgrades in 2014. Installed a temporary RRFB for pedestrian crossing. Installed all new poles and mast arms, pedestrian poles and buttons, underground conduits and pull boxes, vehicle and pedestrian signals, cables, video detection, cabinet, equipment, and emergency preemption equipment.
- Sandusky St & Osborn Ave - Installed all new poles and mast arms, pedestrian poles and buttons, underground conduits and pull boxes, vehicle and pedestrian signals, cables, video detection, cabinet, equipment, and emergency preemption equipment.
- McManness Ave & Center St – The Traffic Signal was taken down by an accident involving a tractor trailer. Reinstalled the intersection with a new wooden pole, new signals and cable, used Traffic control cabinet and equipment.
- CR 212 & Bright Rd – This county intersection was having issues with bad cables underground and ailing vehicle detection. Installed new signals, cables, cabinet, equipment, emergency vehicle preemption, and video detection. Reused poles and mast arms.
- Bright Rd & Bigelow Ave – This intersection was having issues with underground cables, vehicle detection, and worn signal hardware. Installed new signals, cables, control cabinet, equipment, and video detection. Reused poles mast arms and emergency preemption equipment.
- W. Main Cr St & Western Ave – This intersection was suffering from worn out signal hardware, vehicle detection form curb work, and cabling underground. Installed new signals, cables, control cabinet, equipment, and video detection. Reused poles mast arms and emergency preemption equipment.
- CR 212 & Lowes/McLane – This County intersection was improved because of the addition to McLane Dr. Installed 2 new poles and mast arms, new signals and cable, control cabinet, equipment, video detection, and emergency preemption.
- Tiffin Ave & Blanchard St – This intersection was due to have curb work and repaving done which could render the vehicle detection in the roadway unusable. Installed video detection all 4 directions.
- Broad Ave & Howard St – This intersection had no vehicle detection for Broad Ave and the East bound vehicle detection was lost due to curb work. Installed video detection all 4 directions.
- Blanchard St & Lincoln St – This intersection was built with no vehicle detection for Blanchard St. Removed current video detection for Lincoln St and installed a new video detection system for all approaches. Reused detection equipment elsewhere.
- Broad Ave & College St. – This intersection had limited vehicle detection for Broad Ave and for the side street. Removed old video detection system and installed a new video detection system all approaches.
- Tiffin Ave & G St – This intersection had vehicle detection issues due to curb replacement. Installed used video detection system for the North bound approach.

- S Main St & Pearl St – This intersection had the East and West bound vehicle detection interrupted by curb work. Installed used video detection system for the East and West bound approach.
- Lima Ave & Cooper PL – This intersection had all of its vehicle detection cut due to curb work. Installed used video detection system for East bound and South bound traffic
- N Main St & Center St – This intersection had its West bound vehicle detection cut due to curb/paving work. Installed used video detection system for West bound approach.
- N Main St & George St – This intersection had its West bound approach detection cut due to curb work. It also did not have emergency preemption installed do to cabinet constraints. Installed a used cabinet, opticom emergency vehicle preemption, and a used video detection system for West bound traffic.
- Fostoria Ave & Plaza St – This intersection was designed without a pedestrian crossing on the East side crossing Fostoria Rd. Installed pedestrian signals, signs, and push buttons for East side crossing.
- W Main Cr St & S West St – This intersection had a pole on the South East corner that was corroded and cracked at the base and was in imminent danger of falling. Replaced the pole and mast arm and added a spacer so the pole could breath.

2015 Annual Maintenance

Annual maintenance consists of testing all intersection monitors for compliance of NEMA TS1 or TS2 standards monitors using a PCMT-2600 Conflict Monitor Tester. This tester get calibrated and certified once a year by the manufacturer. Inspection of all intersection signals, cables, cabinets, poles, conduits, and equipment. Cleaning of lenses, equipment, and control cabinets. Check all intersections for the proper operation of pedestrian buttons, vehicle detection, controller timings, and power. Flashers and beacons are also inspected.

- 91 intersections with monitors were tested and all passed
- 30 spare monitors were tested and all passed
- 95 of 95 intersections had overhead inspections done
- 95 of 95 intersections had cabinet and ground inspections done
- 17 of 17 flashers, beacons, crosswalks, and emergency vehicle signals were inspected

We have either corrected the problems found or will be correcting them in the near future.

We contract with outside contractor's to build new intersections and with larger upgrades.

When their schedule allows, they help other departments with electrical needs.

Forestry Division

Our crews maintain all trees in the city right of ways, parks, cemeteries and on other city owned properties. This year 150 trees were removed, with an additional 193 trees pruned to remove broken and/or hanging limbs or for clearance issues. We also assisted the Blanchard Watershed in planting over 300 new trees, an additional 21 trees were planted in our parks and 40 in the cemetery.

We have three employees certified by the ACRT for line clearance. These employees are certified to trim at certain distances to the lower voltage lines. They are also trained in CPR and First Aid. We also have three employees attending the Tree Commission Academy which is a series of 4 classes or "grade levels" that helps understand the basics of urban forestry.

Parks Department

Our Parks Department has 4 full time and 7 part-time (seasonal) help.

The Parks Maintenance Department is responsible for maintaining our (21) parks, maintenance at Riverside Pool, the Shelter Houses, park buildings and equipment. Our park crew is also responsible for mowing all municipal owned parks, annex cul-de-sacs, unimproved City owned property and all flood properties purchased through FEMA. Parks staff assists in special event setups as well as preparing and maintaining 23 sports fields for baseball/softball (including The Cube's) and soccer fields. In the winter months they help the Street Department with snow plowing and are responsible for snow removal from sidewalks on our bridges, overpasses and City owned properties. "New" this year we cleared the sidewalks on Main St. from the Blanchard River to Lincoln St.

When time permits they assist other City Departments with maintenance problems dealing with construction, plumbing and electrical work.

Projects completed in 2015

- Started construction on (2) new "Young Miss" fields at Swale Park
- Planted (21) trees in our parks
- Mulching all parks
- Top dressed Rawson Field, Cooper Field, Riverside Field, Marathon Field and Swale Fields with clay ball diamond material
- Painted Riverside Pool
- Park Grant was Bandshell at Riverside
- Riverside Light Project

Cemetery Department

The staff at the cemetery consists of 2 full time employees, a part time clerk and 7 part time seasonal employees.

Maintenance responsibilities include;

- Perform grounds maintenance duties to include trash removal, shrub trimming and removal, planting trees and removal of dead trees, snow removal, equipment maintenance, grading, seeding and lawn chemical application.
- Perform cemetery work to include grave layouts, monument placements and burial operations.
- Perform office work to include grave sales, deed transfers, checking inquiries regarding grave availability and assisting funeral directors and memorial companies, as well as the general public with lot location and information.

- Keep accounting of private trust funds and prepare information needed to perform specific care and maintenance of private trust funds.
- Perform development work to include grading, seeding, building landscape beds and road construction.
- Perform equipment, vehicle, tractor and trailer repairs and service.

Projects:

- Removed 35 large hazardous trees and planted 40 trees in conjunction with the Shade Tree Committee.
- Worked on older foundations in the cemetery to fix some of the graves and stones.

DESCRIPTION OF SERVICE	<u>2015</u>	<u>2014</u>	<u>2013</u>
MAPLE GROVE CEMETERY			
Standard vault graves	96	109	107
Infant vault graves	1		1
Burial of cremations	55	49	36
Entombments (upground vaults)	1		
Indigent vault grave	1		
Indigent cremation	9	5	3
Indigent cremation-no open/close	(1)	(5)	(1)
Maple Grove Internments	162	163	147
St. Michael's Internments	33	39	39
TOTAL NUMBER OF INTERMENTS	195	202	186
DISINTERMENTS	1	2	2
DEED TRANSFERS	11	6	20
SOLD GRAVES	101	100	96
REVENUE DESCRIPTIONS			
Revenue from burials/disinter	\$75,975.00	\$83,225	\$82,450
Sale of cemetery lots	\$13,550.00	\$14,475	\$13,675
Miscellaneous Revenue	\$3,199.98	\$4,247	\$22,685

Respectfully submitted,

Matt Stoffel

Public Works Superintendent

