



City of Findlay

Lydia Mihalik, Mayor

PUBLIC WORKS DEPARTMENT

Matt Stoffel, Superintendent
330 North Cory Street • Findlay, OH 45840
Phone: 419-424-7181 • Fax: 419-424-7838
www.findlayohio.com

Brian Thomas
Service 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, Recreation Maintenance and Recreation Function (see separate report).

Street Department & Sign Shop

Overview:

Our Street Department consists of Street Maintenance Supervisor Dave HONSE, Foreman AJ Copus and 21 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. The site is open from April through December and is heavily used during Spring and Summer.

Accomplishments:

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 1,500 ton salt and 12,000 gallons of beet juice/brine to help keep our roads safe.

We maintained or paved eight lane miles of streets using a total of 4,913 tons of asphalt. That included paving six streets, patched, paved or maintained an additional 10,376 ft. of roads. Including those within the Cemetery and filling Water Shop holes. Our crews also ground and graded 80 alleys and paved 3 using 4,150 gallons of tar through our Dura-patcher.

The Street Department used 586.5 yards of concrete to pour 3,327 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 19 signs were installed per the request and approval of the Traffic Commission and 1,042 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 2,110 gallons of paint were needed for the 2017 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 five 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 our storm sewers and on our streets, which ultimately ends up in our storm drains. Our street sweepers collected 754 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 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 the week of November 20th and again the week of December 4th.

At the end of our Green Waste season we take the leaves accumulated and move them to an off-site location for the composting process. This year we removed 15,411 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.

On July 14, 2017 the Blanchard River crested at 16.53 ft. causing flooding. The Public Works Dept., with help from Water Distribution went through town the Week of July 18th to pick up flood debris set out at the curb. The Public Works Dept. went back through a second time August 1st through August 3rd.

Traffic Signals Department

Tom DeMuth runs our Traffic Division along with one additional full time employee.

Maintenance responsibilities include;

- 83 – Signalized City intersections
- 7 – 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
- 102 – 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

2017 Maintenance reports for service;

- 230 - reports of signal malfunctions
- 33 - Traffic Signals reported in flash mode
- 3 - Emergency call outs for Traffic Signal problems
- 35 - LED signal fixtures replaced
- 26 - reports of vehicle detection problems
- 22 - reports of accidents involving Traffic Signals
- 76 - Miscellaneous reports of Traffic Signal malfunctions
- 12 - street lights fixtures worked on for various reasons
- 3 - work orders for other departments
- 37 - Traffic Signal equipment repair reports
- 3 - civil defense sirens worked on for various reasons

2017 Intersection improvements

- N Main St & Melrose Ave – This intersection was a high angle accident intersection due to no dedicated NB & SB left turn lanes and signals. We upgraded the intersection with left turn lanes and signals, replaced all other signals, cable, Pedestrian buttons, signs, cabinet and equipment. Added video detection system for all approaches.
- Bright Rd & Industrial Dr. – This intersection installed in 1999 with some upgrades. The signals deteriorated to the point that they were a maintenance issue. We replaced all signals, cable, pedestrian buttons and signs, cabinet and equipment. Added a video detection system for all approaches.
- Trenton Ave & Morey Ave – This intersection had suffered vehicle detection issues from the curb replacement project. We installed a video detection system for all approaches.
- CR 220 & CR 100 – The Hancock County Engineers office owns this signal. They requested installing Opticom emergency pre-emption system. We installed Opticom equipment and cable and programmed the controller to do so.
- CR 220 & Whirlpool Dr. -- The Hancock County Engineers office owns this signal. They requested installing Opticom emergency pre-emption system. We installed Opticom equipment and cable and programmed the controller to do so.
- CR 220 & CR 215 -- The Hancock County Engineers office owns this signal. They requested installing Opticom emergency pre-emption system. We installed Opticom equipment and cable and programmed the controller to do so.
- Tiffin Ave & CR 236 – This intersection upgraded in 2014 left out pedestrian signals. The signals have become corroded and peeling with LED modules that were deteriorating. We installed new pedestrian signals and buttons.
- Tiffin Ave & Bright Rd. – This intersection upgraded in 2014 left out pedestrian signals. The signals have become corroded and peeling with LED modules that were deteriorating. For many years, this intersection had buttons that were not ADA compliant. We installed new relocated pedestrian button poles. We installed new pedestrian signals and buttons.
- Tiffin Ave & Meijer Dr. -- This intersection upgraded in 2014 left out pedestrian signals. The signals have become corroded and peeling with LED modules that were deteriorating. For many years, this intersection had buttons that were not ADA compliant. We installed new relocated pedestrian button pole. We installed new pedestrian signals and buttons.
- Tiffin Ave & Walmart Dr. -- This intersection upgraded in 2014 left out pedestrian signals. The signals have become corroded and peeling with LED modules that were deteriorating. We installed new pedestrian signals and buttons.
- Broad Ave & Foulke Ave – This intersection has not had walk signals for crossing the High School drive for many years. The sidewalk used to come to a dead end. Since the reconstruction of Trenton Ave, sidewalks were installed up and over the bridge making this

a pedestrian route. We installed pedestrian signals and signs for the North South foot traffic on the West side of the intersection. Crosswalks and ramps were installed with the curb work and paving prior.

- W Main Cr St & S West St – This intersection was a victim of curb work and repaving. The vehicle sensors for the NB & SB traffic were cut. We installed a video detection system for each approach. We also relocated a push button on the NE corner that was out of reach from the sidewalk.
- W Main Cr & Cory St -- This intersection was a victim of curb work and repaving. The vehicle sensors for the NB traffic were cut. We installed a video detection system for that approach.
- Sandusky St & Blanchard St – This intersection had been a victim of truck traffic running over the pedestrian signal for years. We installed a new foundation, pole, signals, buttons and signs just to the East of the original location.
- Downtown Street Lights – This year we have upgraded some of the old Metal Halide fixtures with LED retrofit kits. We installed about 80 kits on Main ST, Front St, Cory St, and Broadway. Next year will do the rest.

2017 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.

- 99 intersections with monitors were tested and only 1 Failed
- 30 spare monitors were tested and all passed
- 97 of 97 intersections had overhead inspections done
- 97 of 97 intersections had cabinets cleaned and ground inspections done
- 18 of 18 flashers, beacons, crosswalks, and emergency vehicle signals were cleaned and inspected

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

Forestry Division

Our crews maintain all trees in the city right of ways, Parks, Cemeteries and on other city owned properties. This year 148 trees were removed by us, and we contracted out 19 trees for removal, with an additional 135 trees pruned to remove broken and/or hanging limbs or for clearance issues. A total of 24 trees were planted in our parks and 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.

Parks Department

Our Parks Department has 5 full time and 15 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 25 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, downtown sidewalks on Main St. from the Blanchard River to Lincoln St. and City owned properties.

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

Projects completed in 2017

- Upgrades to restrooms-paint, toilets & hand dryers
- Installed new playground at Bernard Park
- Mulching all parks
- Top dressed Rawson Field, Cooper Field, Riverside Field, Marathon Field and Swale Fields with clay ball diamond material
- Stoned Swale Park parking lot
- Upgrades to Emory Adams Parks: sealed wooden playground, replaced cargo net & upgraded musical tone bars.
- Replaced Parking blocks and parking posts
- Park Grant – finished Shelter house roof repair at Riverside Park
- Riverside Light Project-continued
- New barn roof at Emory.
- Replaced water fountains at Riverside & Rawson
- Finished painting Tennis Courts at Rawson and replaced Tube Slide
- Completely redid Rawson ballfields after the floods

Cemetery Department

The staff at the cemetery consists of 2 full time employees, a part time clerk and 11 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:

- Repaired 100 linear ft. of foundations.
- Helped with repairs on the War Memorial
- Road reconstruction within the Cemetery

DESCRIPTION OF SERVICE	2017	2016	2015
MAPLE GROVE CEMETERY			
Standard vault graves	76	109	96
Infant vault graves		4	1
Burial of cremations	46	31	55
Entombments (up ground vaults)			1
Indigent vault grave		1	1
Indigent cremation	8	6	9
Indigent cremation-no open/close	(1)	(1)	(1)
Maple Grove Internments	122	149	162
St. Michael's Internments	47	38	33
TOTAL NUMBER OF INTERMENTS	169	187	195
DISINTERMENTS		0	1
DEED TRANSFERS		2	11
SOLD GRAVES	83	91	101
REVENUE DESCRIPTIONS			
Revenue from burials/disinter	\$71,200	\$75,975.00	\$83,225.00
Sale of cemetery lots	\$9,250	\$13,550.00	\$14,475.00
Miscellaneous Revenue	\$2,691	\$3,199.98	\$4,247.00

Respectfully submitted,

Matt Stoffel
Public Works Superintendent