



City of Findlay

Lydia Mihalik, Mayor
PUBLIC WORKS DEPARTMENT

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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 22 full time employees and several part-time seasonal employees.

The Street Department is responsible for maintaining street right-of-ways, snow removal, concrete curb & sidewalk repairs, alley ways, installation and maintenance of streets signs, painting of all traffic lane lines, tree removals, manhole repairs and any miscellaneous projects that is required of the department. We also have our own mechanic and body shops to maintain our own vehicles and equipment.

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 plowing and salting of city streets, we do the major arteries, fire stations, hospital, ambulance services, and city schools areas first. We then start on the secondary roads followed by residential areas. This year we used 4,100 ton salt to help keep our roads safe.

Our crews paved or maintained 8.94 miles of road and laid 3,925 tons of blacktop. This included paving five streets and two alleys, patching twelve other various streets, as well as Bright Rd from W. Sandusky St to Fostoria Ave. We also repaired the gutter pans and CDF issues on 5 Streets. We tar and chipped 6.4 miles of roadways and repaired 328 alleys using 33,875 gallons of tar.

Our concrete crews replaced 1,650 ft. of curbs and 2,825 ft. of sidewalks, repaired 123 manholes, 21 Water Shop valves, using a total of 643 yards of concrete.

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

During the past year, 3 signs were installed per the request and approval of the Traffic Commission and 517 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 185 gallons of yellow paint and 385 gallons of white paint were used during the 2018 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. We used one ton of Ohio Specification glass beads this year. Money for Traffic paint, glass bead, barricades, cones, signs and posts comes out of the Street budget and the SCM&R Highways budget, which is a percentage of money derived from motor vehicle registrations and the gasoline excise tax.

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 1269 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 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 19th and again the week of December 3rd.

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.

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.

This year The Public Works Bldg received a face lift. We tore out our driveway and parking lot and installed a new one and replaced the sidewalks in front of our building and a new handicap approach to our offices. Our body shop crew made a new sign and finished



Traffic Signals Department

Tom DeMuth runs our Traffic Division along with two additional full time employee. (3rd employee was added In July) We also have 1 2016 work van, 1- 2016 36' bucket truck, and 1- 2000 50' bucket truck.

Maintenance responsibilities include;

- 82 – 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

2018 Maintenance reports for service;

- 221- Requests for Service
- 39 - Traffic Signals reported in flash mode
- 22 - Emergency call outs for Traffic Signal problems
- 25 - signal LED fixtures replaced
- 44 - reports of vehicle detection problems
- 17 - reports of accidents involving Traffic Signals
- 25 - Miscellaneous reports of Traffic Signal malfunctions
- 15 - street lights fixtures worked on for various reasons
- 10 - work orders for other departments
- 17 - Traffic Signal equipment repair reports
- 8 - civil defense sirens worked on for various reasons

2018 Intersection improvements

- Bright Rd & Production Dr- In January we added temporary signals and detection for a stone driveway into a construction zone. In May, we installed a new cabinet and equipment, NB & SB signals, video detection, pedestrian signals, buttons, and cabling to all. In October we installed the EB and WB signals, video detection, pedestrian signals, buttons, and cabling to the rest. This was finished later due to new road construction for Nissin.
- N Main St & Center St- In May we installed a video detection system for South bound traffic. This was installed due to Main Street construction in 2017 had rendered the South bound detection unusable.

- Tiffin Ave & G Street- In June we installed a video detection system for South bound traffic due to loop detection failure.
- Trenton & Morey- In June we replaced all signals, pedestrian buttons, signs, and cabling. This was due to imminent hardware failures. This was the third and final phase of the intersection upgrade.
- Bright Rd & Lowes Dr- In July we installed new cabinet and equipment, signals, pedestrian buttons, signs, video detection, and cabling. This intersection had failing hardware and vehicle detection. We also installed 2 Navigator ADA compliant pedestrian push buttons after learning that a visually impaired person uses that route.
- S Main St & Pearl St- In August we installed a refurbished cabinet, new signals, cable, pedestrian buttons, and signs. This intersection had failing signal hardware.
- S Main St & Yates Ave- This intersection was suffering from no detection due to curb work. No detection means that the signal was cycling with no regards to traffic. In August we upgraded a cabinet taken from S Main St & Pearl St and installed it at Main & Yates. We also installed video detection for all directions.
- S Main St & Wallace St- This intersection fell prey to the curb work done in 2018. Curb replacement rendered all detection useless. This intersection had been cycling without vehicles to activate the signal. In August we upgraded a cabinet removed from S Main St & Yates and installed it at Main & Wallace. We also added Video detection to the intersection.
- S Main St & Fairlawn Ave- This intersection had all of its vehicle detection taken out due to 2018 curb work. This intersection was cycling without vehicle traffic to trip the signal. In September, we upgraded a cabinet taken from Main & Yates and installed at Main & Fairlawn. With an upgraded cabinet, we were able to install video detection to keep the intersection from cycling without traffic.
- S Main St & Baldwin Ave- In September we upgraded cabinet from Main & Fairlawn and installed at Main & Baldwin. The curb replacement did not have any adverse effects on detection but was beneficial to upgrade for future detection needs.
- S Main St & Eagle St- This intersection also fell prey to the 2018 curb work. In September, we installed an upgraded cabinet that we removed for Main & Baldwin. We also installed video detection for the side streets.
- Bright Rd & Greendale Ave- This intersection was suffering from old age. The hardware was deteriorated, the detection was intermittent or failed, and the cabinet and equipment was out dated. It also had a power service that was in poor shape. In September, we installed all new cabinet and equipment, vehicle and pedestrian signals, video detection, pedestrian buttons and signs, new cabling, and installed a new power service.
- Bigelow Ave & Northgate Blvd- This intersection had been having issues for years. This October we were finally able to start reconstruction of this intersection. We were not able

to finish because of AEP issues that arose. We installed all new poles and mast arms, underground conduits and pull boxes, control cabinet and equipment, cabling, and video detection. When AEP completes their work, we will install new signals and remove old equipment.

- N Main St & FFD 2- In October we were able to start the installation of a new signal. We installed a new pole and mast arm, cabinet and equipment, and cabling. We were unable to finish due to AEP work to be completed. We will install the signals later.
- N Main & Howard St- This intersection had been having issues with the current detection. We installed a video detection system to replace the intermittent detection.
- N Main St & Walnut St- This intersection had been having issues with the current detection. We installed a video detection system to replace the intermittent detection.
- Sandusky St & CR 236- This intersection had been having issues with the current detection. We installed a video detection system to replace the intermittent detection.
- Replaced deteriorated power services at N Main & Hillcrest and Bright Rd & Production Dr.
- All tornado sirens were checked for bad batteries and chargers. Replaced bad batteries and chargers at 3 sirens.
- Downtown Street Lighting Upgrades- Upgraded the last 46 street light fixtures with LED retrofit kits.

2018 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.

- 100 intersections with monitors were tested with no failures
- 27 spare monitors were tested and all passed
- 0 of 97 intersections had overhead inspections done
- 0 of 97 intersections had cabinets cleaned and ground inspections done
- 0 of 18 flashers, beacons, crosswalks, and emergency vehicle signals were cleaned and inspected

We were unable to inspect any intersections this year due to workload and work force. We were able to take care of issues that came up and none of the intersections has suffered any ill effects.

Forestry Division

Our crews maintain all trees in the city right of ways, Parks, Cemeteries and on other city owned properties. This year 177 trees were removed, our department removes what we safely can, then contract out the rest. We also pruned 651 trees, to remove broken and/or hanging limbs or for clearance issues. A total of 20 trees were planted in our parks and 30 trees 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.

Parks Department

Our Parks Department has 5 full time and 11 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 2018

- Updated the landscaping and put in new mulch at various parks
- Top dressed Rawson Field, Cooper Field, Riverside Field, Marathon Field and Swale Fields with clay ball diamond material
- Finished Parking Lot lights at Riverside
- New roof on Riverside office building
- Planted trees at Riverside
- Expanded the parking lot at Riverside Kiddie Land
- Finished roof at Swale Park
- Replaced Parking blocks and parking posts
- Park Grant – for drinking fountains
- Upgraded the lighting in the Streets Garage and Manley Bldg Garage
- Built new Lean Too at the Manley Building
- Replaced slide at Fort Findlay

- Replaced water fountains
- Tar and Chipped Swale Park parking lot.
- Painted the Recreation Pool
- Installed new deck lights at the Pool
- Installed new showers at the Pool
- 8 new Pickleball Courts were installed at Riverside Park, along with sidewalks



Parks Dept. received a \$23,525 grant from AARP to purchase windscreens, bleachers and a bulletin board for the newly remodeled Pickleball Courts at Riverside Park

Cemetery Department

The staff at the cemetery consists of 2 full time employees, a part time clerk and 15 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 110 linear ft. of foundations.

- Remodeled office Restroom
- Tar and Chipped sections A-B 41-43
- Planted 30 Trees and removed 8
- Stood up 40 Stones that had fallen over due to the condition of the foundations

DESCRIPTION OF SERVICE	2018	2017	2016
MAPLE GROVE CEMETERY			
Standard vault graves	106	76	109
Infant vault graves	0		4
Burial of cremations	50	46	31
Entombments (up ground vaults)			
Indigent vault grave	0	0	1
Indigent cremation	9	8	6
Indigent cremation-no open/close	0	-1	-1
Maple Grove Internments	156	122	149
St. Michael's Internments	41	47	38
TOTAL NUMBER OF INTERMENTS	197	169	187
DISINTERMENTS	0	0	0
DEED TRANSFERS	0	0	2
SOLD GRAVES	120	83	91
REVENUE DESCRIPTIONS	-	-	-
Revenue from burials/disinter	\$80,125	\$71,200	\$75,975.00
Sale of cemetery lots	\$14,025	\$9,250	\$13,550.00
Miscellaneous Revenue	\$580	\$2,691	\$3,199.98

Respectfully submitted,

Matt Stoffel
Public Works Superintendent