



City of Findlay

Christine Muryn, 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 19 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, downtown (Main St) landscaping and any miscellaneous projects that are required of the department. We also have our own mechanic and body shops to maintain our vehicles and equipment.

We inspect and repair damages of all Police Department accident reports, which 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, and trees on the city property, fences, street signs and posts.

The Street Department also maintains a Green Waste Dump Site, which we relocated from High Street to Fair Street. (Directly behind the Street Dept.) At this site residents can drop-off grass and shrub clippings, leaves, brush and fallen tree limbs. The leaves and grass clippings are separated from the other green waste items, ground up, and composted. The compost, along with the natural wood mulch is available for purchase. The site is open from April through the beginning of 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. Then we start on the secondary roads, followed by residential areas. This year we used 2,500 ton salt to help keep our roads safe.

Our crews paved or maintained 4.84 miles of road and using 5,715 tons of blacktop. This included paving 15 streets and patching 38 other various areas. This year we tried something a little different on the alleys. Instead of tar and chipping alleys, we actually laid a layer of asphalt in the alley way. The initial cost is more, but it should last longer. In our alleys we used 2,882 tons of asphalt.

Our concrete crews replaced 355 ft. of curbs and 797 ft. of sidewalks, repaired 96 manholes and 21 Water Shop patches, using a total of 518.5 yards of concrete and 93 bags.

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, 5 signs were installed per the request and approval of the Traffic Commission. We also have a Maintenance Program, where we fix or replace signs that have been vandalized, are missing or have become faded due to weather. Between this program and reports from the general public we replaced/repared an additional 379 signs.

The street painting program involves 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 205 gallons of yellow paint and 180 gallons of white paint were used during the 2019 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 6 ton of Ohio Specification glass beads this year. Money for Traffic paint, glass bead, barricades, cones, signs and posts comes out of both 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 1040 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, the Mayor gets the final pick. Our beautiful tree this year, was donated by James and Amy Wellman and Family, and Industrial Movers and Wolfe Produce were kind enough to help us get it to Dorney Plaza. Once the tree is in place, our department strings the lights. This year we included a few large decorative ornaments on the tree also.

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 clean 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 18th and again the week of December 6th.

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.

Traffic Signals Department

The Traffic Signal Department employs 1 supervisor, 1 Traffic Signal Electrician II, and 1 Traffic Signal Electrician I. We have 1 2016 Maintenance van, 1 2016 36' bucket truck, 1 2000 50' bucket truck, and we have 1 2020 45' bucket truck on order. We will transfer or auction off the older bucket truck once we are satisfied with the new truck.

Maintenance responsibilities include:

- 81 – 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

2019 Maintenance reports for service:

- 229- Requests for Service
- 29 - Traffic Signals reported in flash mode
- 9 - Emergency call outs for Traffic Signal problems
- 22 - signal LED fixtures replaced
- 36 - reports of vehicle detection problems
- 8 - reports of pedestrian detection problems
- 9 – reports of opticom problems
- 27 - reports of accidents involving Traffic Signals
- 44 - Miscellaneous reports of Traffic Signal malfunctions
- 14 - street lights fixtures worked on for various reasons

- 13 - work orders for other departments
- 29 - Traffic Signal equipment repair reports
- 6 - civil defense sirens worked on for various reasons

2019 Intersection improvements

1. Bigelow Ave & Northgate Blvd – We started in 2019 and installed poles, mast arms, underground conduits, pull boxes, control cabinet and equipment. This year we installed signals, cable, buttons, signs, video detection, and preemption. Removed all the old poles and foundations.
2. N Main St & Hillcrest Ave – This intersection had been due for an upgrade for some time. We installed a new controller foundation. We reused all the mast arm poles and underground conduits. We replaced the NW pedestrian pole, all signals, cables, buttons, and signs. We added video detection and radio telemetry.
3. Broad Ave & College St – This intersection had some upgrades in past years to include Control cabinet, timer, monitor, cable, video detection, buttons, and signs. This year we installed new vehicle and pedestrian signals to replaced signals install in 2000.
4. Broad Ave & Howard St - This intersection had some upgrades in past years to include Control cabinet, timer, monitor, cable, video detection, buttons, and signs. This year we installed new vehicle and pedestrian signals to replaced signals install in 1993.
5. Main St & George St – We installed this intersection in 1996. It has not had much done to it since then. We installed a new cabinet foundation and power service. We replaced the control cabinet, equipment, cables, vehicle signals, pedestrian signals, buttons, and signs. We added video detection for vehicle control.
6. CR 212 & Lowes Distribution – This intersection was upgraded few years back to add McLane Dr. This year we installed North bound and South bound left turn signals to the intersection. We done this to help with left turn traffic from McLane and the Lowes driveway.
7. Main St & Walnut St – This intersection was installed without Main St detection in 2010. We installed North bound and South bound video detection to help with abruptly stopping traffic on Main St when calls came in for the side street.
8. Main St & Howard St - This intersection was installed without Main St detection in 2010. We installed North bound and South bound video detection to help with abruptly stopping traffic on Main St when calls came in for the side street.
9. Main St & Main Cr St – This intersection has been without vehicle detection since the 2017 downtown project. Installed the Vantage Next video detection for all directions and phases. This system uses smaller cables and is easier to reuse when we upgrade the intersection in the future.

10. Main St & Lima St - This intersection has been without vehicle detection since the 2017 downtown project. Installed the Vantage Next video detection for all directions and phases. This system uses smaller cables and is easier to reuse when we upgrade the intersection in the future.
11. Main St & Lincoln St - This intersection has been without vehicle detection since the 2017 downtown project. Installed the Vantage Next video detection for all directions and phases. This system uses smaller cables and is easier to reuse when we upgrade the intersection in the future.
12. Main St & Hardin St - This intersection has been without vehicle detection since the 2017 downtown project. Installed the Vantage Next video detection for all directions and phases. This system uses smaller cables and is easier to reuse when we upgrade the intersection in the future.
13. Main St & Front St - This intersection has been without vehicle detection since the 2017 downtown project. Installed the Vantage Next video detection for all directions and phases. This system uses smaller cables and is easier to reuse when we upgrade the intersection in the future.
14. Bright Rd & Manor Hill Rd – We have added minor upgrades to this intersection since installed in 2001. This year we added video detection cameras for the North bound and West bound approaches to replace the failing loop detection.
15. Fostoria Rd & CR 236 – This intersection was installed in 2007 with in street loop detection. The loop detection has since been failing to detect cars well. We installed the Vantage Next video detection system for all approaches and phases.
16. Blanchard St & Sixth St – This intersection was installed in 1996 with vehicle loop detection. Last year with the Blanchard street waterline project the detection was rendered useless once again. We installed the Vantage Next video detection system for all approaches and phases. This system can be reused in future upgrades.
17. Western Ave & L Cascades Blvd -- This intersection installed in 1993 has been deemed not necessary by the Traffic Commission. We removed all signals and equipment.

2019 Annual Maintenance

Annual maintenance consists of testing all intersection monitors for compliance of NEMA TS1 or TS2 standards monitors using PCMT-2600 and PCMT 8000 Conflict Monitor Testers. These testers are calibrated and certified once a year by the manufacturer. We inspect all intersection signals, cables, cabinets, poles, conduits, and equipment. We clean all lenses, equipment, and control cabinets. Check all intersections for the proper operation of pedestrian buttons, vehicle detection, controller timings, and power. We also inspect all flashers, beacons, and street light poles.

- 99 intersections with monitors were tested with no failures
- 24 spare monitors were tested and all passed

- 95 intersections had overhead inspections done
- 95 intersections had cabinets cleaned and ground inspections done
- 18 flashers, beacons, crosswalks, and emergency vehicle signals were cleaned and inspected

Repaired minor problems found. Major repairs or equipment upgrades will be addressed in 2020.

Forestry Division

Our crews maintain all trees in the city right of ways, Parks, Cemeteries and on other city owned properties. This year 171 trees were removed, our department removes what we safely can, then contract out the rest. We also pruned 196 trees, to remove broken and/or hanging limbs or for clearance issues.

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 8 full time and numerous part-time (seasonal) employees.

The Parks Maintenance Department is responsible for our (20) parks, doing maintenance at Riverside Pool, the Shelter Houses, park buildings and on equipment. Our park crew is also responsible for mowing all parks, 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 24 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 2019

- Updated the landscaping and put in new mulch at various parks
- Tore out and replaced mulch in Riverside playgrounds
- Repaired Band Shell
- Continued upgrades to lighting
- Replaced slide at Fort Findlay
- Rebuilt Scoreboards
- Painted the small pool
- Installed wind screens and bleachers at Pickle-ball Courts

- Remodel Bathroom at the Pickleball courts
- New Shelter house at Ede Park-built as part of a Boyscout project

Parks Dept. received \$14,961.45 in grant money from Hancock Park District to plant trees and to repair walk ways in Riverside Park.

Cemetery Department

The staff at the cemetery consists of 3 full time employees, a part time clerk and numerous 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 160 linear ft. of foundations.
- Removed 7
- Stood up 40 Stones that had fallen over due to the condition of the foundations
- Installed fencing
- Updated lighting

DESCRIPTION OF SERVICE	2019	2018	2017
MAPLE GROVE CEMETERY			
Standard vault graves	104	106	76
Infant vault graves	0	0	0
Burial of cremations	66	50	46
Entombments (up ground vaults)	0		
Indigent vault grave	0	0	0
Indigent cremation	7	9	8
Indigent cremation-no open/close		0	-1
Maple Grove Internments	170	156	122

DESCRIPTION OF SERVICE	2019	2018	2017
St. Michael's Internments	27	41	47
TOTAL NUMBER OF INTERMENTS	197	197	169
DISINTERMENTS	4	0	0
DEED TRANSFERS	0	0	0
SOLD GRAVES	114	120	83
REVENUE DESCRIPTIONS			
Revenue from burials/disinter		\$80,125	\$71,200.0
	\$ 84,350.00	5	0
Sale of cemetery lots		\$14,025	\$9,250.00
	\$ 14,750.00	5	
Miscellaneous Revenue		\$580	\$2,691.00
	\$ 2,158.00		

Respectfully submitted,

Matt Stoffel
Public Works Superintendent