

Public Service Department MONTHLY REPORT January 2021

Professionalism

Integrity

Reliability

Quality

Pride

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PUBLIC SERVICE DEPARTMENT OPERATIONS JANUARY 2021

Administration:

The front office is staffed by 6 employees each weekday between the hours of 7:30am and 4:30pm. This staff consists of the following positions:

Director Deputy Director Public Services Coordinator Engineering Technician Administrative Assistant Clerk

The front office staff supports the administration and operational needs of every division within the public service department.

Maintenance Division:

The maintenance division is staffed by 23 employees operating on staggered shifts. This staff consists of the following positions:

Maintenance Superintendent (1) Maintenance Supervisor (3) Maintenance Worker (14) Seasonal Maintenance Worker (4) Custodian (1)

The maintenance division is responsible for owning and maintaining all of the city's public infrastructure and facilities. This includes the maintenance of all city owned roadways, street lights, traffic signals, fire hydrants, storm sewers, sanitary sewers and waterlines. This team is also responsible for utility marking, roadside mowing, leaf collection, utility marking and snow and ice removal. In addition, this group maintains all city owned buildings and facilities including Rose Run Park, Village Hall, the police department, the public service department, the Phelps House, the Guzzo building, 3 water booster stations and a water tower.

Fleet Maintenance Division:

The fleet division is staffed by 3 employees each weekday between the hours of 7:00am and 3:30pm. This staff consists of the following positions:

Fleet Manager (1) Fleet Mechanic (2)

The fleet maintenance division services and maintains a fleet more than 100 vehicles along with a wide variety of equipment valued at +/- 9.5 million dollars. This team oversees the fuel management system for all departments, performs preventative maintenance and equipment repair and manages the acquisition and decommissioning of fleet vehicles. The maintenance division also manages the New Albany SmartRide.

Forestry Division:

The forestry division is staffed by three employees each weekday between the hours of 7:30am and 3:30pm. This staff consists of the following positions:

City Forester (1) Forestry Specialist (2)

New Albany has an inventory of more than 20,000 trees located within the public right of way and on city owned properties. The forestry division is responsible for the pruning and care of the trees, along with the planting of new and replacement trees throughout the city.



PROJECT UPDATES JANUARY 2021

Stormwater Management Program

New Albany is recognized by the Ohio Environmental Protection Agency (OEPA) as a community that owns and maintains a separated storm sewer system. Because of this, New Albany is required to actively manage and enforce a stormwater management plan to ensure that the quantity and quality of stormwater drainage within the community is meeting or exceeding the requirements of the OEPA's general permit.

The public service department is responsible for overseeing the management, implementation and annual reporting of the stormwater management program. This is coordinated and achieved through the collective effort of our stormwater committee, which is comprised of a variety of city staff and consultants, each responsible for a portion of the overall program. Quarterly meetings are held with this team to discuss progress, implementation and action plans. This plan is enforced by way of The director utilizes a quarterly stormwater committee to bring the SWMP team together to discuss progress, plan for implementation of all requirements, and to develop action plans. The stormwater management program is enforced by way of New Albany codified ordinances 1181 and 1183.





PROJECT UPDATES JANUARY 2021

Pavement Management Group

Pavement Management Group (PMG) provides a wide variety of turn-key pavement management solutions to counties, villages and cities nationwide. PMG applied artificial intelligence systems and high-definition video to determine the pavement conditions throughout the City of New Albany. After a comprehensive review of the data, PMG delivered standardized, objective and cost-effective roadway condition insights and analytics of the city's pavement network and infra-structure. The director and engineering technician met with Mr. James Golden, CEO of PMG, to review and discuss the results of the pavement conditions within New Albany. The outcome of this evaluation will be utilized to inform the scope of the 2021 annual street maintenance program.

Dublin-Granville Road Bridge Repair

The Franklin County Engineer's Office (FCEO) has proposed plans for the repair of the Dublin-Granville Road Bridge located approximately one half-mile west of Kitzmiller Road. The director and engineering technician met with representatives from FCEO on-site to finalize the upcoming project. The project is scheduled for summer 2021 and repairs include removing the asphalt surface, waterproofing the bridge deck, repairing the deck edges, repaving and replacing the roadway / bridge guardrails. The work is estimated to take thirty days to complete. City officials will work with FCEO to notify residents of potential road closures and detours related to the project.

Records Retention

VRC (formerly known as Fireproof) is the company that provides record storage for the city. The service department has never sent records to storage until this year. Pam Hickok with the community development department provided training to staff. The records are inventoried in boxes then entered into the VRC system. Staff is preparing to send 46 boxes to VRC for off-site storage.

PROJECT UPDATES JANUARY 2021

Private Utility Locating Project

In support of the engineering design and construction plan preparation for two capital projects; the interchange improvement project at SR161 and US 62, and the extension of Ganton Parkway west of Beech Road, our team was dispatched to uncover a variety of underground utilities. When a project includes the installation of underground utilities such as storm sewer or waterline, it is important that the exact location and depth of existing utilities is known to ensure that the project will not create a utility conflict.

This work is generally completed using a method called hydro-excavation. In contrast to more conventional means of excavation, hydro-excavation does not have the same risk of causing damage to the utility. During this process, a small hole is created in the ground directly above an underground utility based upon utility markings on the ground surface. This hole is created by spraying water at a very high pressure and simultaneously vacuuming the water and excavation material into a truck for disposal. This process is often referred to as "potholing". Once the utility has been exposed and the exact location and depth have been documented, the ground is then restored to its original condition.

City employees Carl McNeal, Jordan Gambill, Curtis Reed, Nick Sgandurra, Rick Goldhardt, Chase Loughman and Jerry Smith successfully hydro-excavated nearly 100 individual locations to support our future capital improvement projects. Many thanks for a job well done!





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CAPITAL IMPROVEMENT PROJECT UPDATES JANUARY 2021

Main Street Utility Burial: General contractor: Messer Construction / Igel

Construction Budget: \$1,500,000

- Funding source: 2019 Capital Improvement Fund
- Payments to date: \$795,653
- Budget status: The project is tracking consistent with the approved budget

Construction Schedule:

- Construction start date: November 2019
- Estimated completion date: December 2020
- Schedule status: The project is tracking in accordance with the approved construction schedule

Project Description:

This project will relocate the existing aerial utilities to an underground location along Main Street from a point north of the roundabout at Market Street to the bridge over the Rose Run stream south of Dublin-Granville Road. This project will be performed in conjunction with the Rose Run Park construction and the improvement of Dublin-Granville Road. This project will enhance the aesthetics of the area by removing utility poles and overhead wires between CVS and a point north of Village Hall. Portions of sidewalk and curb along the length of this project will be replaced; particularly along the frontage of Village Hall.

Project Status:

No update from December report.



CAPITAL IMPROVEMENT PROJECT UPDATES JANUARY 2021

Blacklick Creek Trunk Sewer, Part 2B

General contractor: Complete General Construction

Construction Budget: \$9,462,037.25

• Funding source: OWDA Loan (Capital Improvement Fund)

Construction Schedule:

- Estimated construction start date: November, 2020
- Estimated project duration: 15 months

Project Description:

The Blacklick Creek Trunk Sewer (BCTS) is the backbone of sanitary sewer system that will serve a tributary area of approximately 9,000 acres. This tributary area includes undeveloped ground within the New Albany International Business Park as well as existing development within the current diversion area (Personal Care and Beauty Campus). Construction of BCTS Part 1, 2A-1 and 2A-2 was completed in 2019. The completion of BCTS Part 2B will eliminate the current diversion area and provide the capacity necessary to support new and existing development sites along the eastern boundary of the city. Part 2B of the BCTS project will include the installation of approximately 10,000 linear feet of 48" and 42" sanitary sewer. The project also includes a +/- 600 foot bore under SR 161.

Project Status:

Construction is underway in accordance with the approved project schedule.



CAPITAL IMPROVEMENT PROJECT UPDATES JANUARY 2021

Jug Street Water Booster Station General contractor: Howell Contractors, Inc.

Construction Budget: \$3,232,000.000

- Funding source: 2019 Capital Improvement Fund
- Payments to date: \$2,417,282.13
- Budget status: The project is tracking consistent with the approved schedule

Construction Schedule:

- Construction start date: April 2020
- Estimated completion date: April 2021
- Schedule status: The project is tracking ahead of the approved schedule

Project Description:

There is currently a single water pressure district providing water service to the entire city. This district is referred to as the New Albany Pressure District. The continued growth of the business park in the northeast quadrant of the city has resulted in land areas beyond the limit of what can be appropriately serviced by the New Albany Pressure District. As such, plans have been developed to establish a second water pressure district, the Mink Pressure District, which will produce sufficient water flow and pressure necessary to support continued growth in this quadrant of the city. The Jug Street Water Booster Station is a key component to creating this new pressure district.

Project Status:

The contractor is finalizing interior plumbing and electric work. The balance of the roof work has been delayed by the recent weather. The booster station is schedule to begin on-boarding in the next month. The final site restoration and paving work is scheduled to take place in the spring after the booster station is operational.



CAPITAL IMPROVEMENT PROJECT UPDATES JANUARY 2021

US-62 and SR-161 Interchange Improvement Project

Permitting Schedule:

- Start date: February 2020
- Estimated approval: July 2021

Construction Budget: \$4,000,000

- Potential funding sources:
 - OPWC Round 33 Infrastructure Funds \$187,792 grant, \$595,524 loan
 - ODOT Safety Funds FRA-62-30.34 \$2,079,675 grant
 - 2020 Capital Improvement Fund

Construction Schedule:

- Estimated construction start date: October 2021
- Estimated construction duration: 18 months

Project Description:

This project will greatly enhance the safety, movement of traffic and pedestrians and the overall aesthetics of this prominent gateway into the city. The project will include several primary improvements that include:

- The addition of a lane to the to the SR-161 eastbound off ramp to increase exit ramp capacity
- A modification to the SR-161 westbound on-ramp to provide additional merging distance
- The addition of protected bike lanes along both sides of US-62
- Construction of separated leisure trails along both side of US-62
- The installation and extension of a center median
- A lane addition at Thurston Hall Boulevard intersection to better accommodate through traffic
- The installation of a traffic signal at Thurston Hall/Theisen Drive/US-62

The listed improvements will be designed as traffic calming measures intending to better manage vehicle access and slow the travel speeds along the corridor. The improvements will also provide much needed pedestrian and alternative transportation infrastructure to connect the north and south sides of the city.

Project Status:

Stage 1 plans were submitted for review on January 8th. The project team is in the process of addressing the comments and advancing the plans to stage 2.



FORESTRY DIVISION JANUARY 2021

Street trees are among the most impactful public infrastructure elements responsible for establishing New Albany as the healthy, thriving and beautiful community that it is today. Trees also provide many economic, environmental and social benefits. It has been well studied and documented that tree lined streets and preserved greenspaces enhance the quality of everyday living. It is the responsibility of the urban forestry division to maintain and care for the city's substantial inventory of more than 20,000 trees.

As the city's urban forest continues to grow, so does the maintenance required to preserve tree health, aesthetics and public safety. Trees are a part of a city's infrastructure, no different than sewers, streets and traffic signals; and require comparable consideration and attention.

In 2019, the public service director recognized the need to prioritize the city's tree inventory after an evaluation completed by an expert consultant identified issues that threaten the long term health of the trees. In order to implement a proactive tree care and maintenance program and address the concerns identified, a forestry division was formed.

This one person division has since grown to a staff of 3, and provides the expert knowledge and labor to complete maintenance activities such as pruning street trees according to a best practice schedule, removing dead trees, grinding stumps, planting replacement street trees, providing emergency response for storm damaged or downed trees, and maintaining trees on city owned properties and green spaces.

The forestry division includes the following staff members:

City Forester, Marylou Hoessle Forestry Specialist, Chase Loughman Forestry Specialist, Nick McPherson

On average, sixty three trees are pruned on a weekly basis to achieve a five year pruning cycle. This work is performed in addition to mulching and root removal. The forestry division is also responsible for the safe operation of chainsaws, commercial wood chippers, and the city's bucket truck, along with establishing and maintaining traffic control as needed.

The following is a condensed list of services and tasks that are managed by the forestry division:

- Provide GIS mapping of city street trees—Includes determination of species, size and overall condition
- Establish collaborative annual street tree replacement programs with HOA groups and residents
- Inspect newly planted trees for city and residential development projects
- Administer Tree City USA certification and Arbor Day Event activities
- Engage with New Albany-Plain Local School's Environmental Science Program promoting forestry education
- Assist city staff with zoning complaints involving tree protection and conservation zones
- Provide assistance on capital projects that include tree planting and removal such as the Rose Run and Miracle Field projects

New Albany in on track to become a regional leader in the area of forestry. As the community continues to grow, the strategic involvement of the forestry division will ensure that our trees continue to be among our most appreciated assets.

FORESTRY PROJECT UPDATES JANUARY 2021

Project: Winter pruning

- Trees that can only be pruned in the dormant season such as oaks, elms, Honey Locust and trees under stress
- Trees that are currently obstructing snow plowing

Pruning Schedule:

- Streets in progress include Lambton Park and Alban Mews
- The next street in line is Audley Road

Project Description:

Citizen requests and snow plow obstruction generally determine the priority of winter pruning. Certain species of trees must be pruned while certain pests are dormant, as in the case of oak trees, or while the tree itself is dormant to limit pruning induced stress.

Project Status:

The recent snowfall has created delays in the tree pruning schedule. The crew is able to mobilizes quickly during times of more favorable weather.



URBAN FORESTRY PROJECT UPDATES JANUARY 2021

Project: Tree Inventory

• Collecting geospatial and biological data on street and park trees

Inventory Schedule:

• Inventory is done throughout the year when pruning cannot be done

Project Description:

In order to properly manage our urban forest, an accurate inventory must be obtained. There are 20,000 +/- street trees in New Albany to manage. Tree location, size, species and condition are collected and the data is analyzed to improve our management strategies. The data is also used in our work order system to assign assets, or individual trees, to work orders. This allows us to track the resources spent on a specific tree, collect data on resources needed per tree and ensure accuracy on the job.

Project Status:

In progress.





PUBLIC SERVICE COMMUNITY RESPONSE STATISTICS JANUARY 2021

The community requests graph represents phone calls and emails received from residents requesting service.



The street tree maintenance graph represents the number of street trees the urban forestry division has attended to by month.



PUBLIC SERVICE COMMUNITY RESPONSE STATISTICS JANUARY 2021

This chart represents the use of road salt over multiple years.



This chart represents seasonal weather statistics broken down by number of events, man hours, snowfall amount in inches and salt usage.