



PUBLIC SERVICE

Public Service Department

MONTHLY REPORT

March 2023

Professionalism

Integrity

Reliability

Quality

Pride

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PUBLIC SERVICE VALUES

Mission Statement

Providing high-quality services to the community and maintaining the public infrastructure is the mission of the New Albany Public Service Department. With knowledge, innovation and collaboration services, snow removal and leaf collection are performed and assets like roadways and utilities are managed. Through the efforts of a motivated and professional workforce and citizen involvement, our mission is carried out.

Vision Statement

The New Albany Public Service Department pledges to be the organizational leader in providing benchmark services and infrastructure management to the community. With a strong commitment to its citizens and business partners, we serve to ensure safety and quality of life in New Albany. Working collectively, we find success in solving problems confronting our community so we can move forward for a better tomorrow.

As members of the New Albany Public Service Department and partners with the community, we hold to these core values:

Professionalism

Being the employees of a highly trained force, we maintain the skill, competence and character expected in delivering services to the community.

Integrity

In the performance of our duties, we remain steadfast in adhering to the high moral principles and standards of our profession.

Reliability

As a trusted member of the community, we carry out our work in a manner that is timely and dependable.

Quality

Setting high standards for the performance, workmanship and completion of our duties is essential in the way we operate.

Pride

Taking ownership and satisfaction in achievements made as individuals and as a team is the foundation for our success.

DEPARTMENT STRUCTURE

Administration:

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

Director Public Services Manager Public Services Coordinator
Administrative Assistant Clerk

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

Maintenance Division:

The maintenance division is staffed by 25 employees responsible for owning and maintaining all of the city's public infrastructure and facilities. This includes maintaining 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 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, three water booster stations and a water tower.

Asset Control Technician Engineering Technician Maintenance Supervisor (6)
Maintenance Worker (16) Custodian

Fleet Maintenance Division:

The fleet division is staffed by three employees responsible for servicing and maintaining a fleet of more than 100 vehicles along with a wide variety of equipment valued at +/- 11 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 fleet maintenance division also manages the New Albany Smart Ride Program.

Fleet Manager Fleet Mechanic (2)

Forestry Division:

The forestry division is staffed by three employees and manages the health and safety of New Albany's street and park trees through tasks such as pruning and removal. Work is planned seasonally according to the biological needs of different tree species. The forestry division is also responsible for the safe operation of chainsaws, commercial woodchippers and the city's bucket truck along with establishing and maintaining traffic control as needed.

City Forester Forestry Specialist (2)

PROJECT UPDATES

MARCH 2023

Administrative

- The public service maintenance crews participated in a webinar presented by the Ohio Department of Transportation (ODOT) on litter management. The webinar gave an overview of the findings from ODOT's recent statewide litter study and provided information about the various partners ODOT uses to keep Ohio's roadways clean.
- Public Service Manager Angela Hobart, Utilities Supervisor Nick Cichanowicz, Streets Supervisor Rob Runyon and Special Projects Supervisor Steve Kidwell attended the County Engineers Association of Ohio (CEAO) Storm Water Management and Drainage Conference. The conference discussed various topics regarding stormwater management and best management practices.
- Public Service Coordinator Noel Fohl has accepted a position at the New Albany Police Department. We wish her the best of luck in her new role.
- GIS Analyst Ryan Kelley introduced GIS mapping features to the public service maintenance supervisors. The GIS mapping features will be implemented for everyday use for preventative maintenance throughout the city.
- Public Service Manager Angela Hobart attended the Mid-Ohio Regional Planning Commission (MORPC) 2023 State of the Region. The conference highlighted community accomplishments and showcased upcoming plans for leading our region into the future.

Emergency Response

Chemical spill at 7333 Smith's Mill Road: March 8, 2023 @ 3:30 pm

- The utilities maintenance crew responded to a chemical spill at 7333 Smith's Mill Road and partnered with Plain Township Fire Department personnel to determine the affected storm structures, lines and outfall location. The affected structures and lines were identified by our crew and a line plug was installed in a downstream, unaffected storm basin to prevent further contamination of the storm line, storm structures and storm line outfall. Due to the utilities crew's rapid response, the remediation team was able to clean, remove and monitor the spill immediately upon arrival.
- Utilities supervisor Nick Cichanowicz made daily site visits during the cleanup process to ensure the plugs were still in place and received weekly updates from the remediation team relating to the amount of chemicals removed and the monitoring of the affected storm line during rainfall events. With the excellent response of all parties involved, New Albany waterways were not affected by this isolated incident and the matter has been resolved.

PROJECT UPDATES

MARCH 2023

Streets

Berm Maintenance

Berm maintenance of unimproved roadways (where no curbs or gutters exist) is performed throughout the city to support the asphalt edge of the road, prevent storm water run-off from ponding and freezing and provide a safe transition for vehicles to pull off of narrow roadways. Streets supervisor Rob Runyon and his crew equipped their trucks with special attachments, spreaders and blades utilized to cut and compact the berms. Berm maintenance will be completed before the onset of mowing season.



“Before” berm maintenance



“After” berm maintenance

PROJECT UPDATES

MARCH 2023

Special Projects

Outdoor Warning Siren Installation

Special Projects Supervisor Steve Kidwell worked closely with officials from Franklin County Emergency Management & Homeland Security (FCEM@HS) to coordinate the installation of two additional outdoor warning siren systems in the city. These sirens are the first sirens located in our corporate boundary within Licking County and are designed to alert residents to severe weather, potential hazards and threats. One siren was mounted just south of State Route 161 along Worthington Road and another siren was mounted at the corner of Innovation Campus Way and Harrison Road in the New Albany Business Park. The outdoor warning sirens have been a welcome addition to the community.



Worthington Road warning siren



Innovation Campus Way warning siren

PROJECT UPDATES

MARCH 2023

Facilities

Salt Barn Maintenance

Rhino Shield's® ceramic coating was applied to the exterior walls of the salt barn. Backed by a 25-year guarantee, Rhino Shield's® innovative formula has been proven to provide tolerance from high winds, salt air corrosion and resistance from water damage, mold and algae growth. The need for frequent re-painting will be eliminated for years to come!



A contractor from Buckeye Coatings applies Rhino Shield's® ceramic coating to the salt barn

PROJECT UPDATES

MARCH 2023

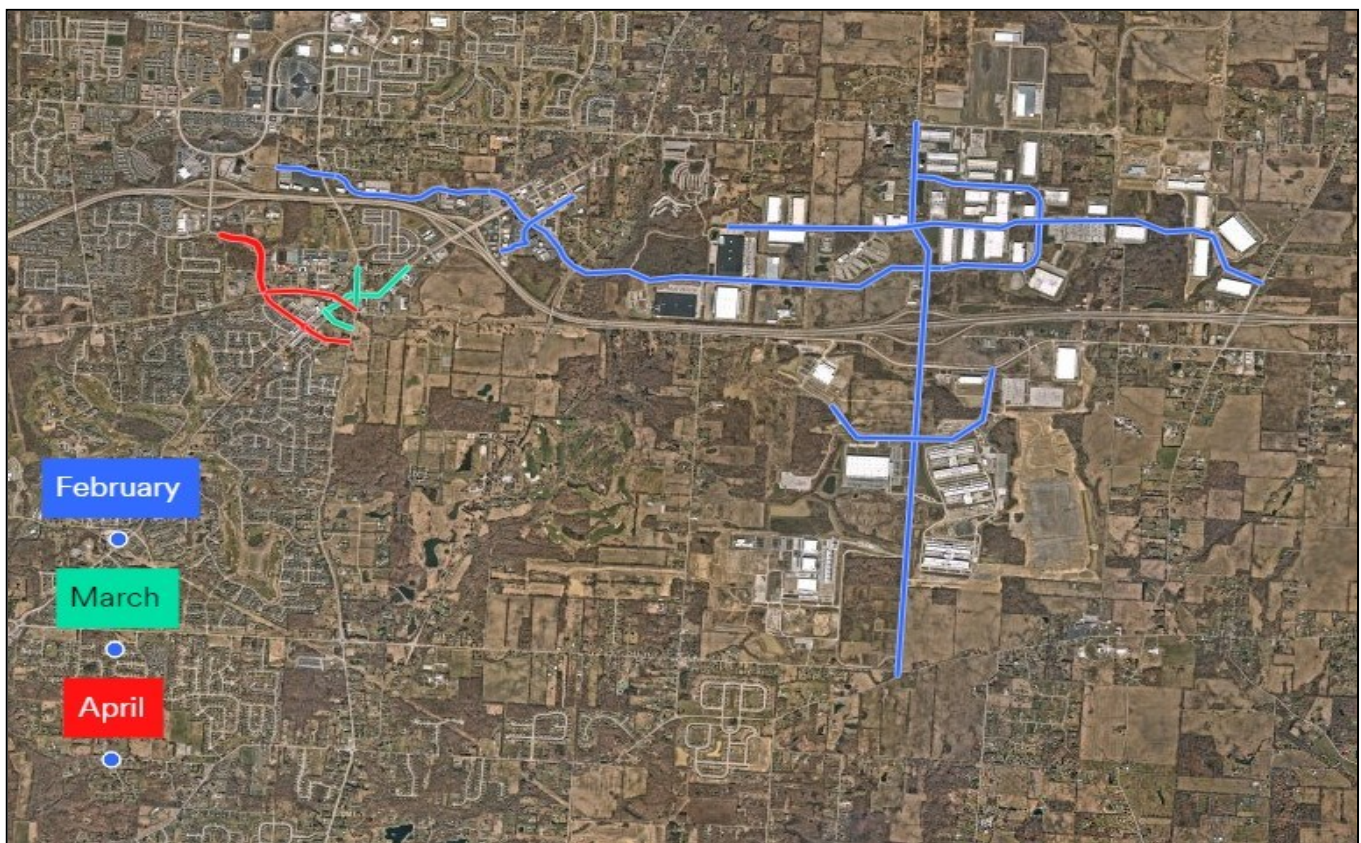
Utilities

Curb Inlet Maintenance

The utility crew continued performing preventative maintenance on curb inlets during the month of March. The team cleaned the on-street parking curb inlets on High Street, Main Street from Chappell Drive to Village Hall and Village Hall Road. Based on the high volume of commuter traffic between 7:00 am - 3:30 pm, work hours were shifted to an earlier start time of 5:00 am to provide the crew with the necessary clearance to complete the work safely.

The following roads are scheduled for curb inlet maintenance during the month of April:

- Market Street
- Dublin-Granville
- Fodor Road



Curb inlet maintenance plan

PROJECT UPDATES

MARCH 2023

Parks and Open Space

Pre-construction at Taylor Farm Park

In preparation for construction of the boardwalks and leisure trails at Taylor Farm Park, the parks and open space crew teamed up with the forestry team and collectively cleared the land and removed trees and brush. Land clearing is an involved process and continued through the end of the month.



Land clearing necessitates the operation of heavy machinery and entails long hours of hard work. The Dingo truck helps professionals complete the work more productively.

Rick Goldhart operates the Dingo truck.



PROJECT UPDATES

MARCH 2023

Right-of-Way

2023 Street Program

Right of Way supervisor Jordan Gambill reported that the 2023 Street Program bid book and exhibits have been finalized. Much of the prep work and assessment of the city infrastructure was completed in previous months, with final touches added in March.



Engineering Technician Brian Walkenspaw gathers information for the 2023 Street Program bid book

PROJECT UPDATES
MARCH 2023

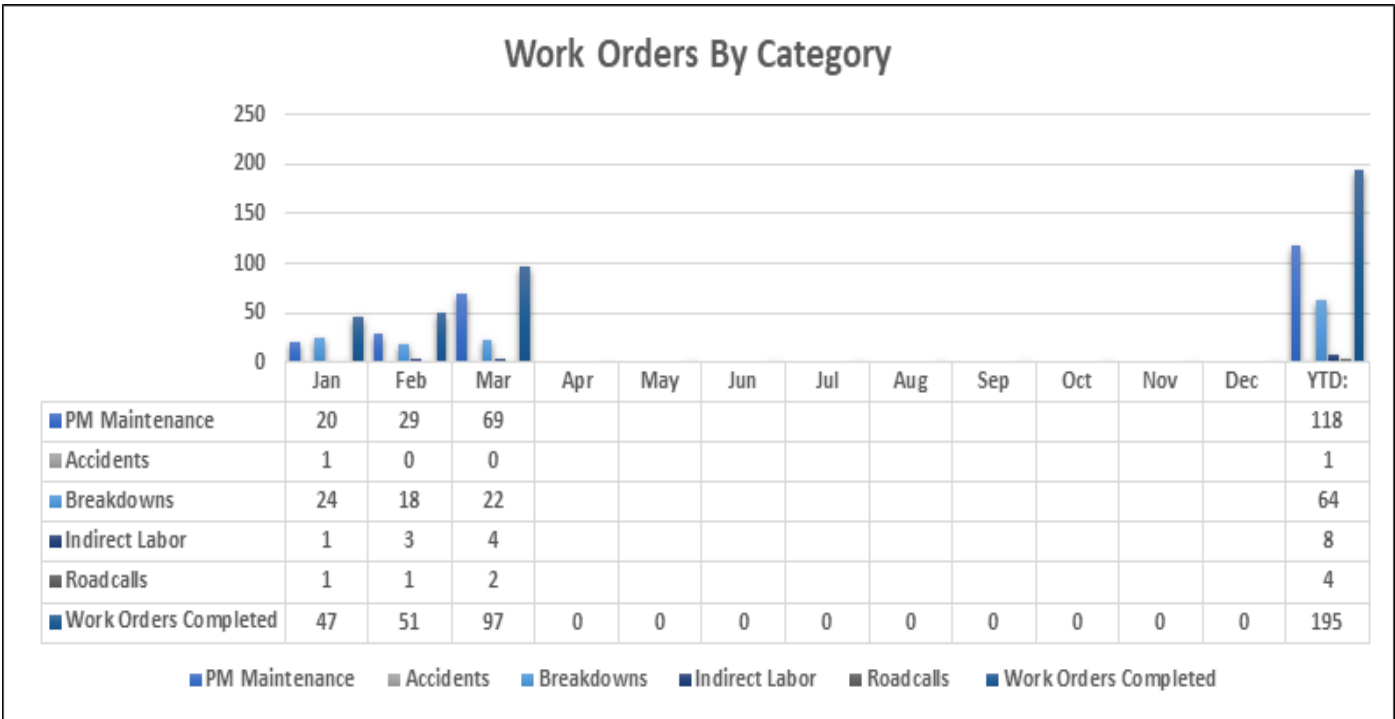
Fleet

Spring Forward

The fleet team completed a total of 97 work orders during the month of March and 69 work orders were identified as preventative maintenance as they worked to “spring forward”. Production has been focused on the preparation for the upcoming spring and summer operations and maintenance of small equipment.

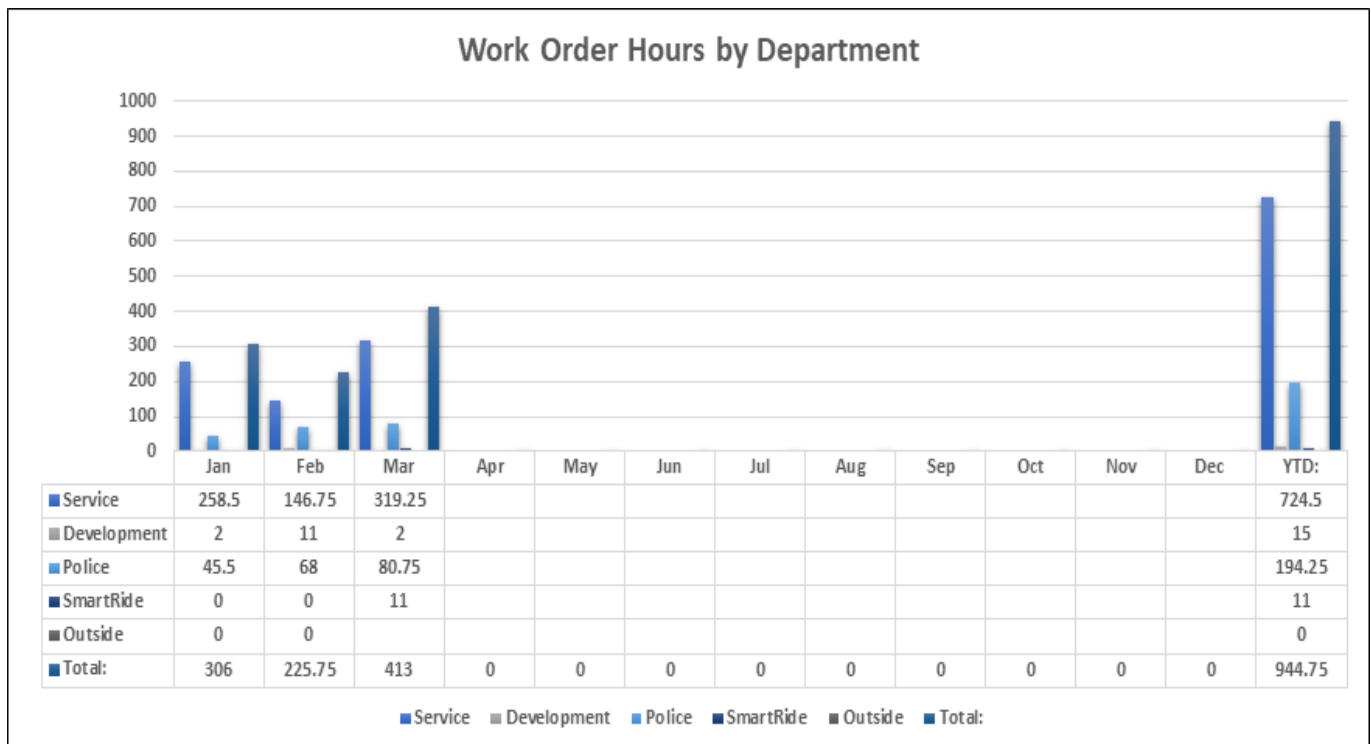
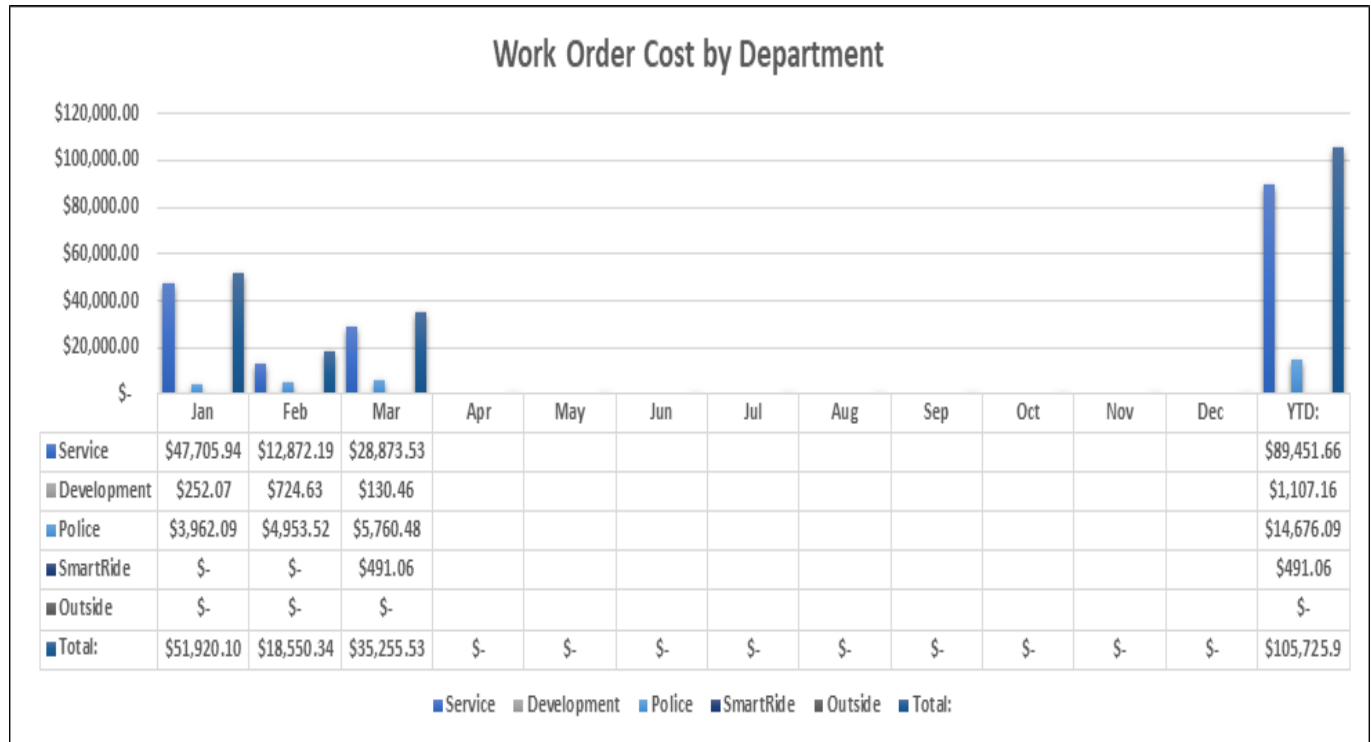
The fleet team has grown by one! Brent Rush was recently hired as Asset Control Technician to implement standardized operating procedures on inventory and purchases for the department. Brent has also documented model and serial numbers, inventoried and classified tools and equipment and itemized tool classifications.

Fleet Work Orders



PROJECT UPDATES MARCH 2023

Fleet Work Orders (continued)



PROJECT UPDATES

MARCH 2023

Forestry

Taylor Farm Park Update

With the assistance of the parks and open space crew, the forestry team cleared the tree homestead at Taylor Farm Park for the planned installation of new leisure trails and boardwalks.

The crews worked diligently to remove trees from the homestead before the end of the Indiana brown bat season cut-off date. Indiana brown bats have been on the federal endangered species list since 1966 through loss of habitat. Tree clearing can only occur during inactive bat season which runs from October 1-March 31.



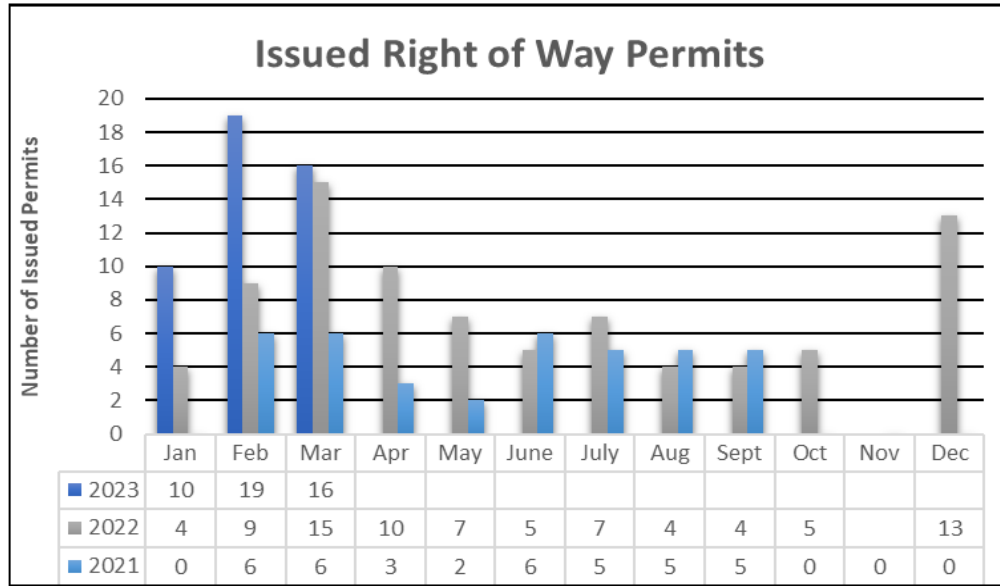
Rick Goldhardt and Jim Wagoner feed twigs, logs and brush through the wood chipper at Taylor Farm Park. In turn, the wood chips will compost into nutrient-rich mulch at the site.

STATISTICS

MARCH 2023

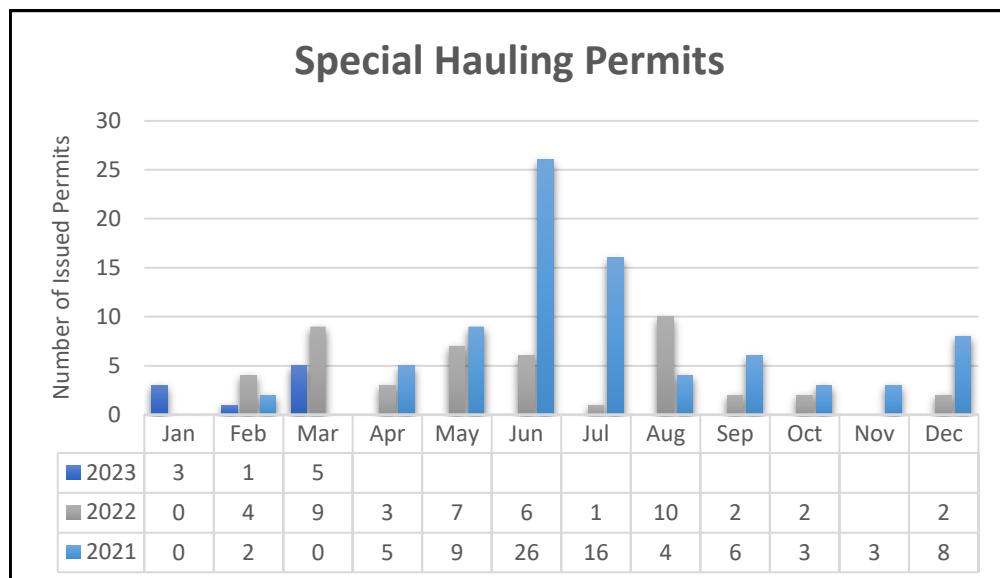
Right of Way Permits

Right of Way permits are facilitated and issued by the City of New Albany for utilities planned to be installed within the public right of way.



Special Hauling Permits

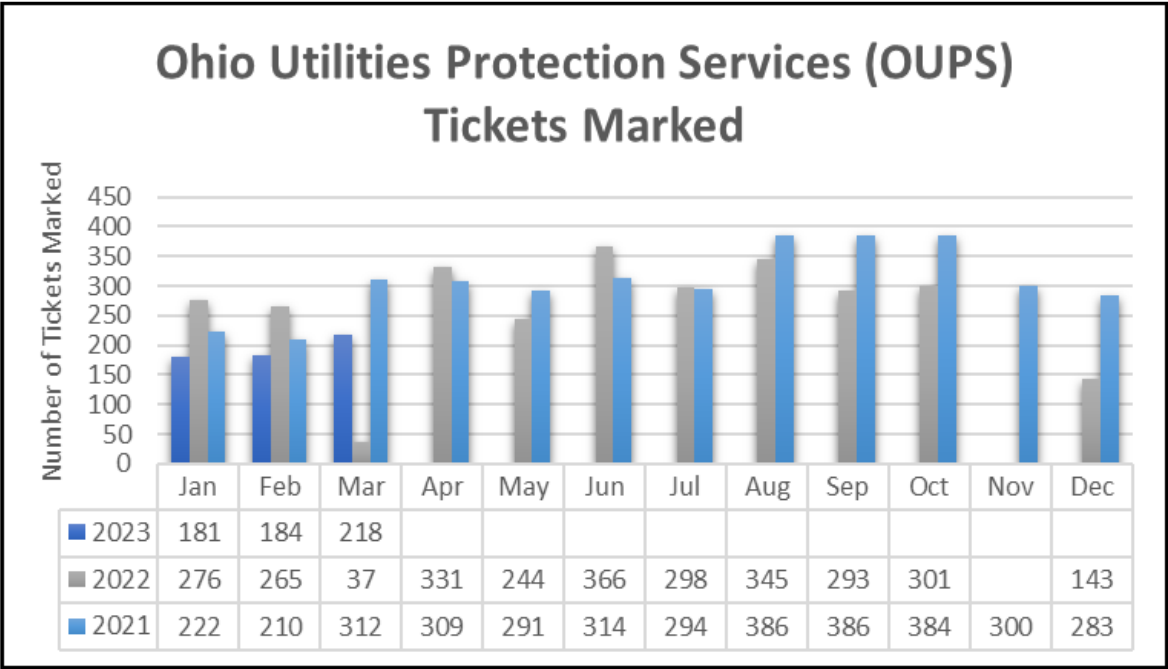
Special Hauling permits are facilitated and issued for the operation of vehicles exceeding the maximum roadway weight, width, height and/or length and are considered ‘oversized’.



STATISTICS
MARCH 2023

OUPS

The right of way division provides utility marking service for all city-owned utilities located within the public right of way and city-owned property.

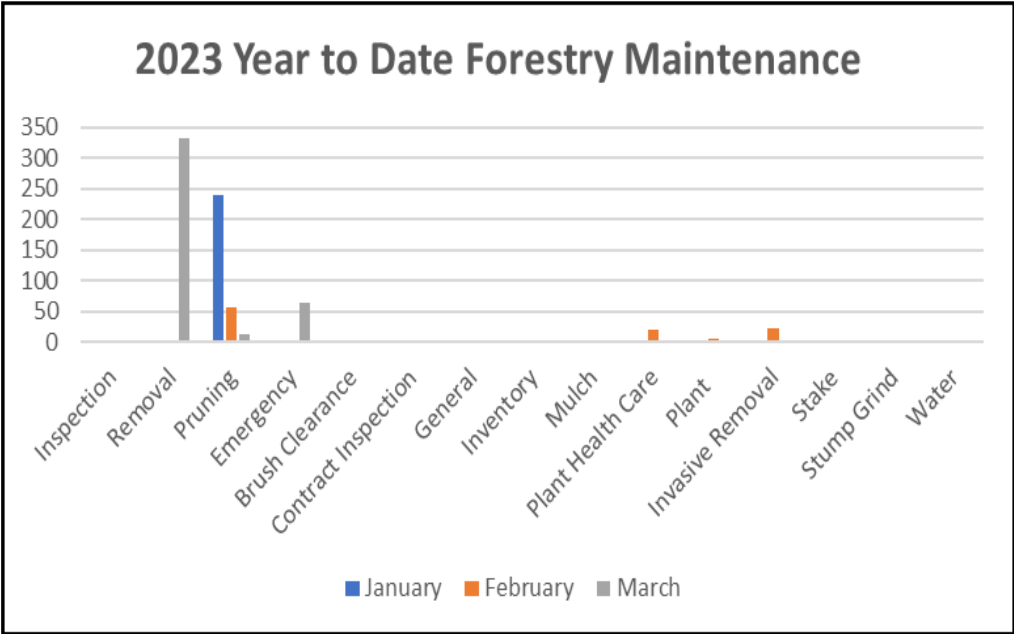
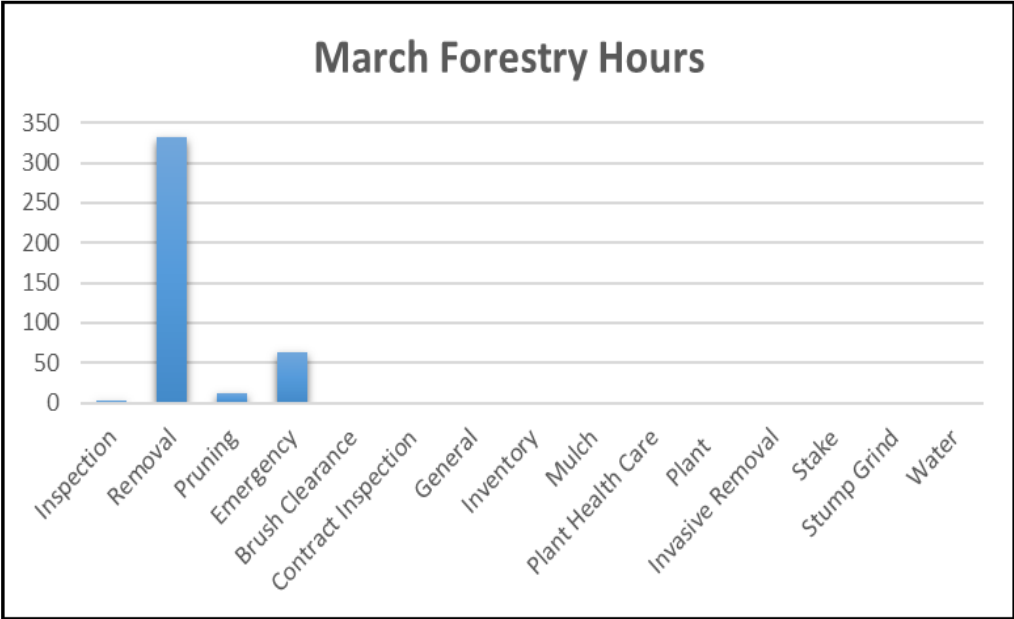


STATISTICS

MARCH 2023

Forestry

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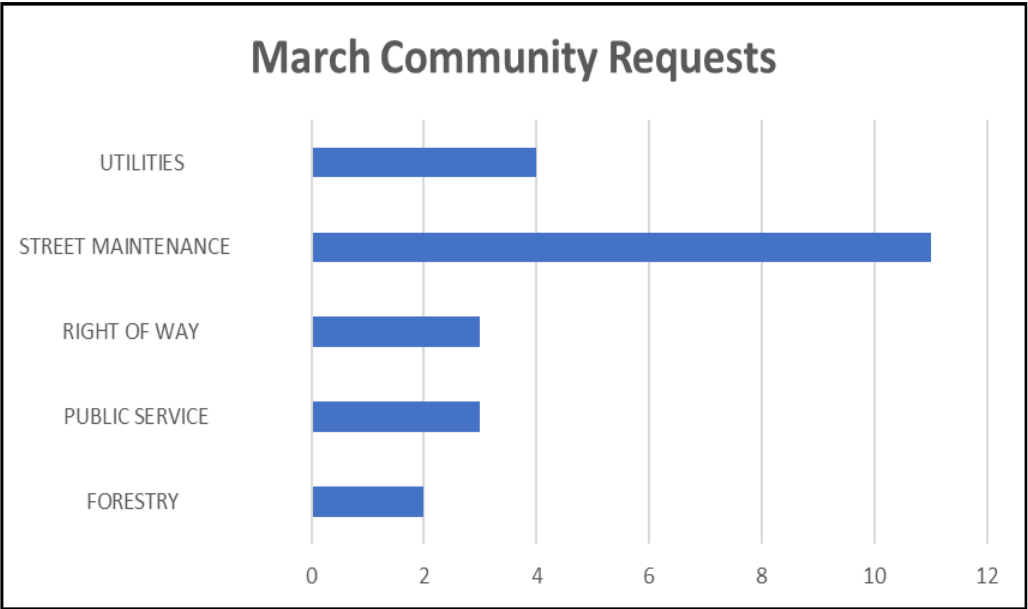
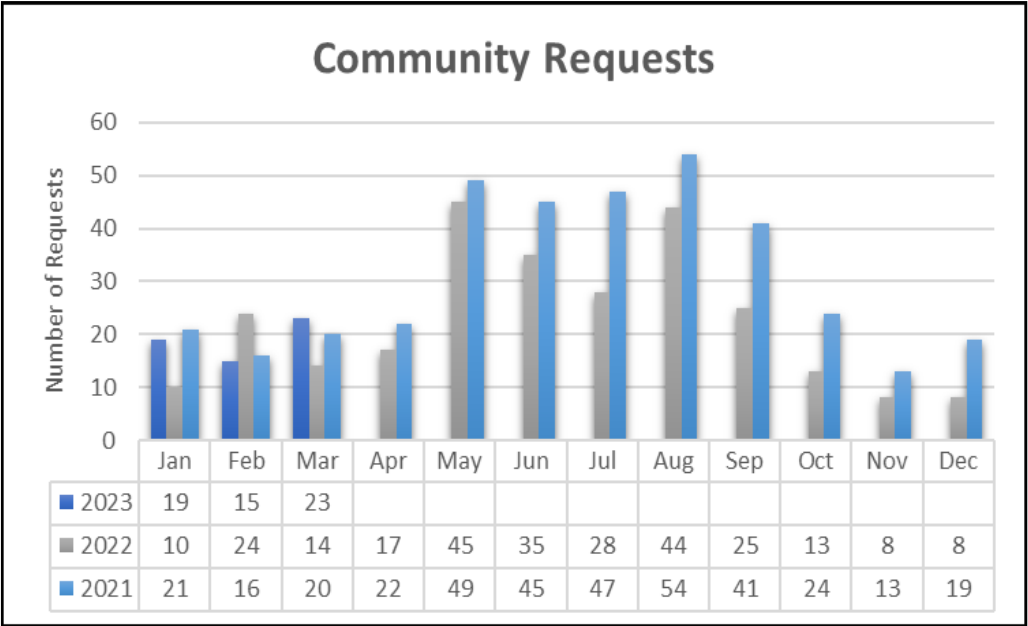


STATISTICS

MARCH 2023

Maintenance

The maintenance division is responsible for responding to community requests related to city-owned infrastructure and services. The community requests graph represents the number of requests and types of requests received from residents for public services.



STATISTICS

MARCH 2023

Composting

Residents are encouraged to collect their compostable waste in a designated 5-gallon bucket in a compostable liner and drop it off at one of three designated areas throughout the city. These locations include Public Service, Village Hall and All Saints Episcopal Church.

