



PUBLIC SERVICE

Public Service Department

MONTHLY REPORT

June 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 three 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
Administrative Assistant

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 26 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 (18)

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

June 2023

Administrative

- Open interviews were held at the public service department for summer seasonal work opportunities. Four positions have been filled.
- Director of public service Mike Barker held a cookout for all service employees on June 2nd to show his appreciation for all that is done.
- The public service department welcomed two full time maintenance workers. Welcome Daitan Rood and Keith Unterbrink.
- The public service department met to discuss 4th of July road closures .
- The public service department wished Marlene Donaldson a fond farewell as she has embarked on her next chapter. Good luck, Marlene!
- The public service supervisors and staff met with members of the City of Columbus snow team to discuss equipment during snow removal.



Public service team meeting with Columbus snow team

PROJECT UPDATES

June 2023

Streets Division

Traffic signal inspections

The street division started annual traffic signal inspection. The annual inspections help to prevent future issues by checking the traffic signal for wires and loose connections, logging data from the controller and looking at the conflict monitor and UPS system. Out of the thirty (30) intersections, six intersections needed batteries replaced. Batteries are on a five year replacement plan.



UPS cabinet with the clary back-up controller and batteries

PROJECT UPDATES

June 2023

Special Projects

Special Projects around the city

Special projects supervisor Steve Kidwell and public service seasonal employees installed bleachers and picnic tables for the new Pickleball Facility located at 7300 Bevelhymer Road. This crew also worked hard to get things ready for the Fourth of July by installing a fence around the fireworks perimeter located off of Kardules Fields Drive.



Setting up bleacher and picnic table for the pickleball courts.



Setting up fence for the fireworks perimeter

PROJECT UPDATES

June 2023

Facilities Division

City Improvements

The facilities crew worked to prepare the Hinson Amphitheatre for the 2023 season. The crew worked to power wash the stage for all upcoming events.



Jerry Smith power washing the amphitheater stage

PROJECT UPDATES

June 2023

Utilities Division

Curb inlet rebuild

With the upcoming mill and overlay of Wiveliscombe the utilities crew rebuilt all thirteen curb inlet structures in the area. The work will decrease the need for future maintenance and will increase the life of the road.



Christian Duane, David Thatcher and Keith Unterbrink are seen working on the demolition on one of the thirteen basin structures that was rebuilt.

One of the completed basin structures



PROJECT UPDATES

June 2023

Parks and Open Space Division

Taylor Farm

The parks and open space crew cleared a large area of brush, concrete pillars, stumps and barbed wire fence from the grounds at Taylor Farm. This team also removed invasive species from within an existing tree row that will be adjacent to a future parking lot.



Parks and open space crew seen clearing debris in front of the barn at Taylor Farms.



PROJECT UPDATES

June 2023

Right of Way Division

Sidewalk leveling

The first phase of the sidewalk leveling project has begun and the right of way crew is seen leveling the ground alongside the sidewalk after the leveling was completed. The right of way crew placed topsoil, seed and seed starter to reestablish grass areas along the sidewalk.



Right of way crew laying topsoil and seed at Decker and Jersey Drive

PROJECT UPDATES

June 2023

Forestry Division

Taylor Farm

The forestry and parks crews worked together to clear invasive plants, dead, and dying trees from a section of Taylor Farm in June. They also removed old fence and other farm debris from the area.



Chase Loughman prepares to remove a large limb from a tree while Carl McNeal and Sam Darnall wait to pull the rope.

PROJECT UPDATES

June 2023

Forestry Continued

Taylor Farm



Carl McNeal and Rick Goldheart operate the skid steer and min-skid steer to bring cut brush to the chipper.



Chase Loughman and Sam Darnall load farm debris such as metal siding and fence into the dump trailer.

PROJECT UPDATES

June 2023

Fleet Division

Fleet showcase

The fleet division remained committed to our service initiatives, specifically targeting leaf removal machinery and continuing preventive maintenance services. During this period, we also received the newly acquired portable air compressor unit for our service department. Additionally, David Woosley, one of our team members, participated in an extensive training session centered around our street sweeper in Waco, TX.



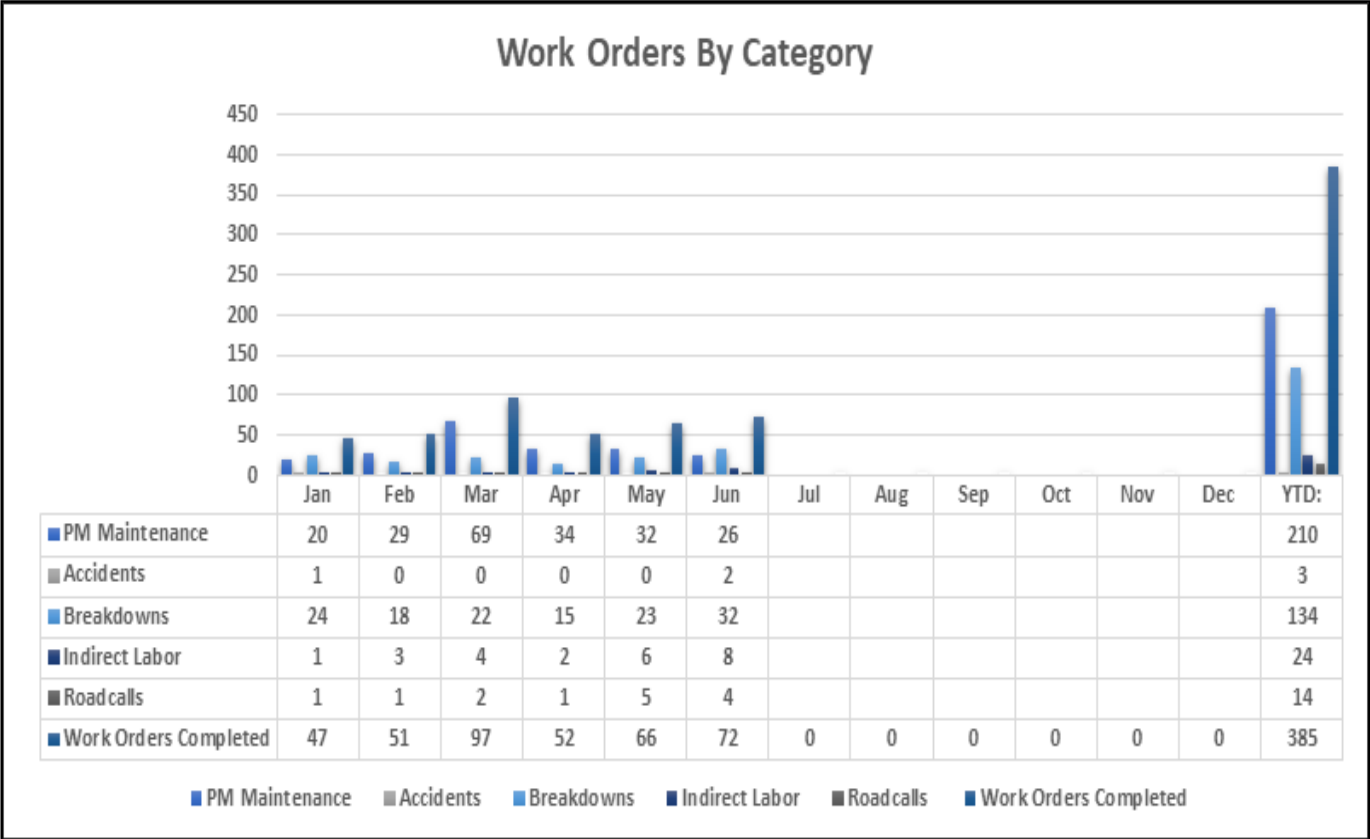
New portable air compressor

Leaf machine getting ready for the fall season.



PROJECT UPDATES
June 2023

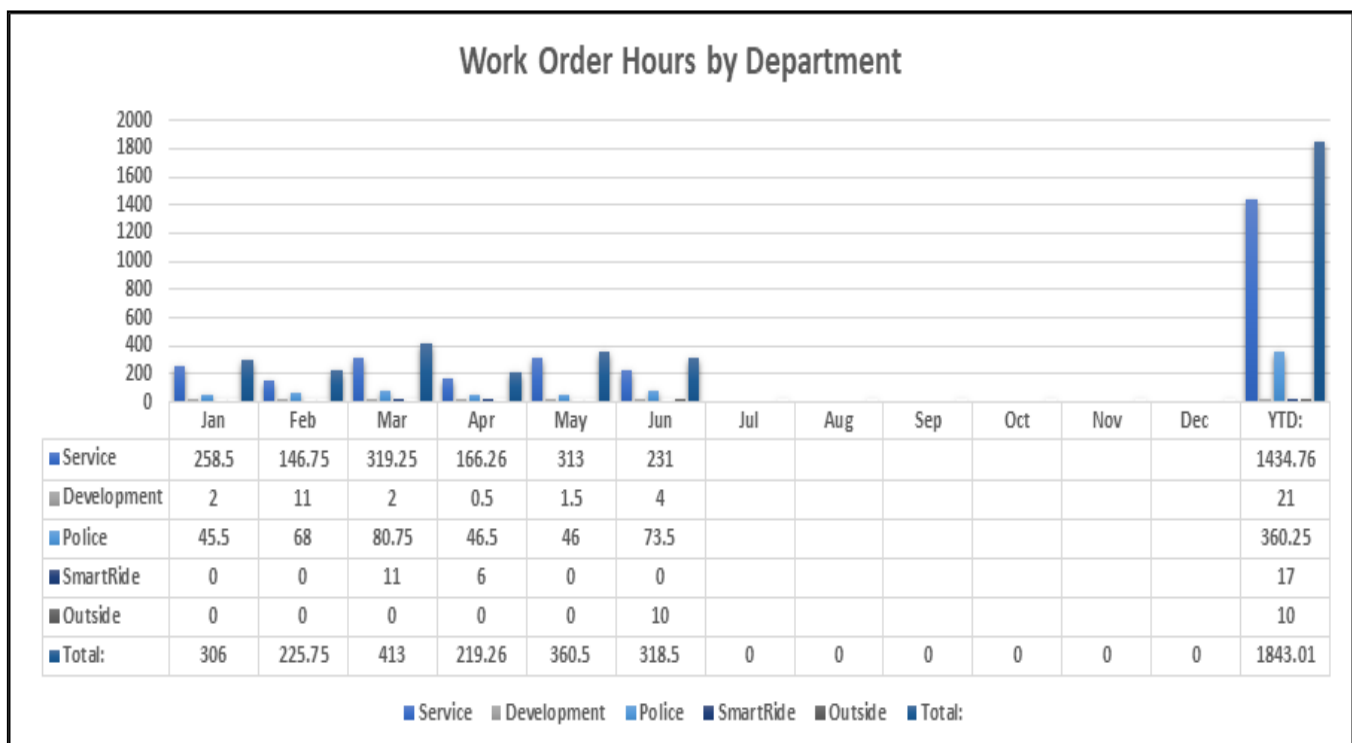
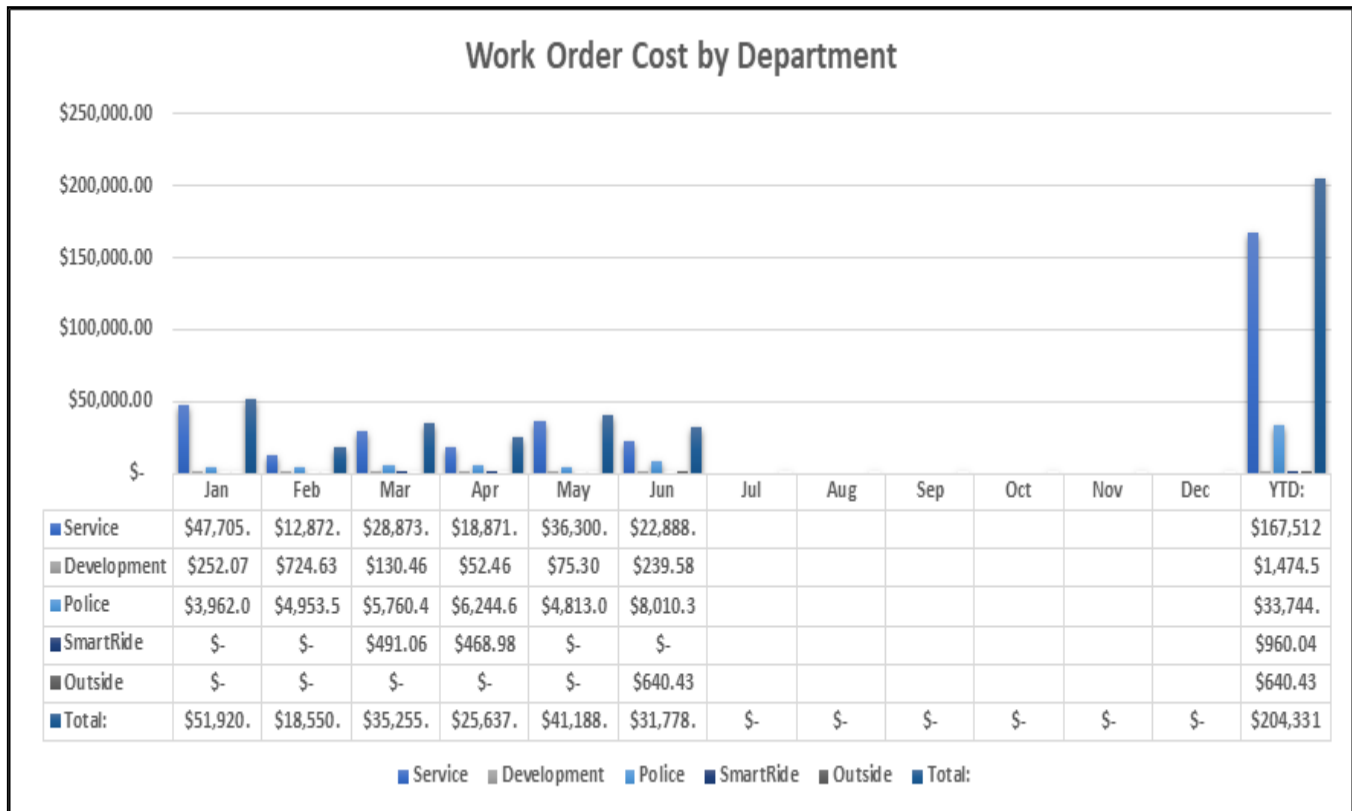
Fleet Work Orders



PROJECT UPDATES

June 2023

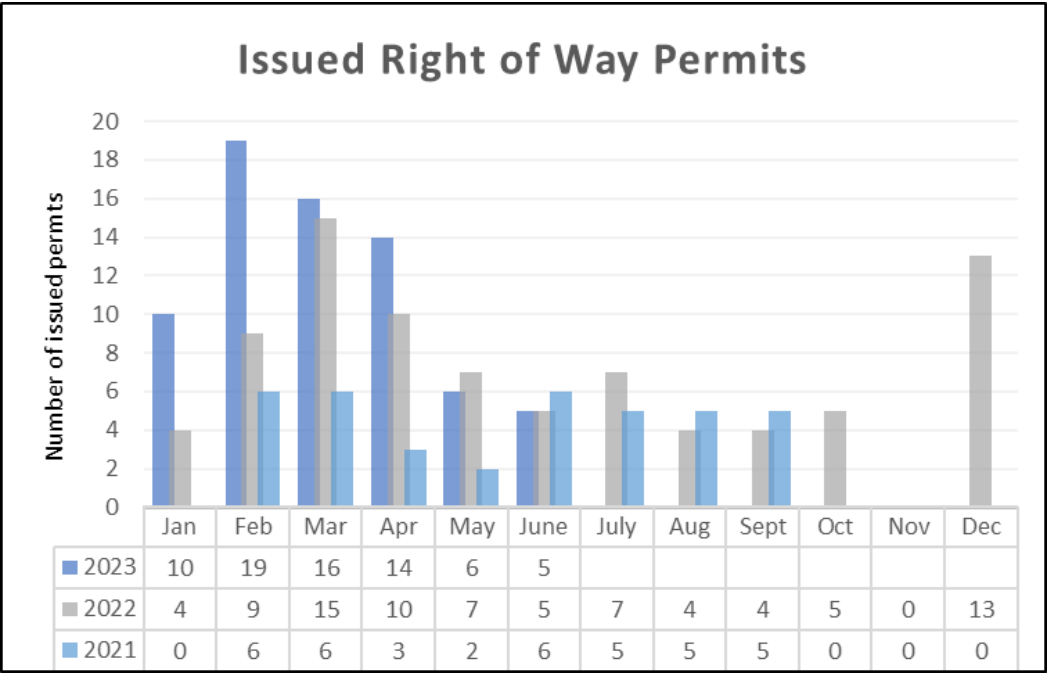
Fleet (continued)



STATISTICS
June 2023

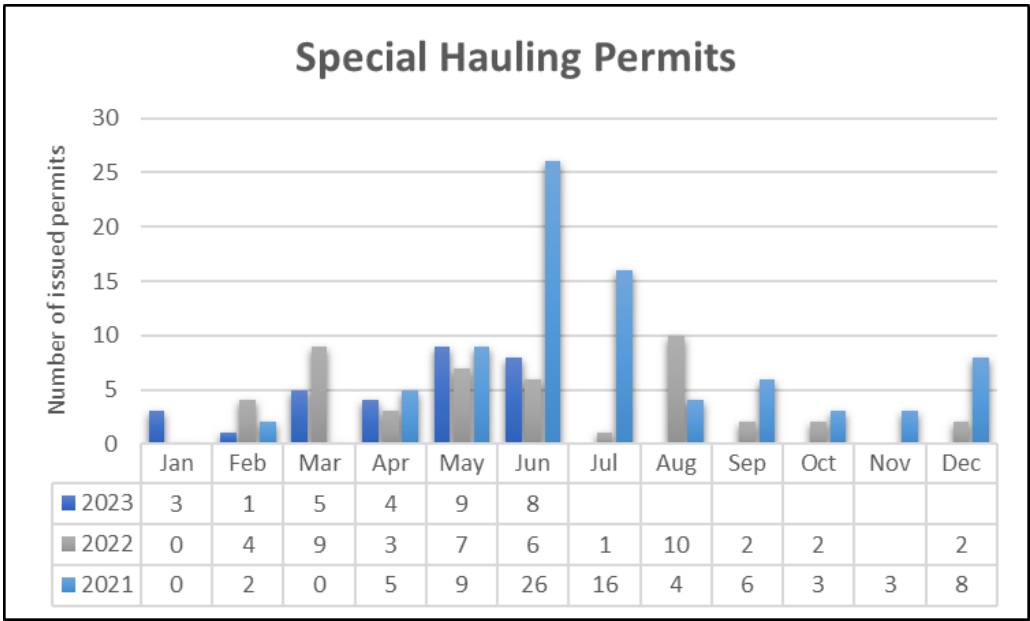
Right of Way Permits

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

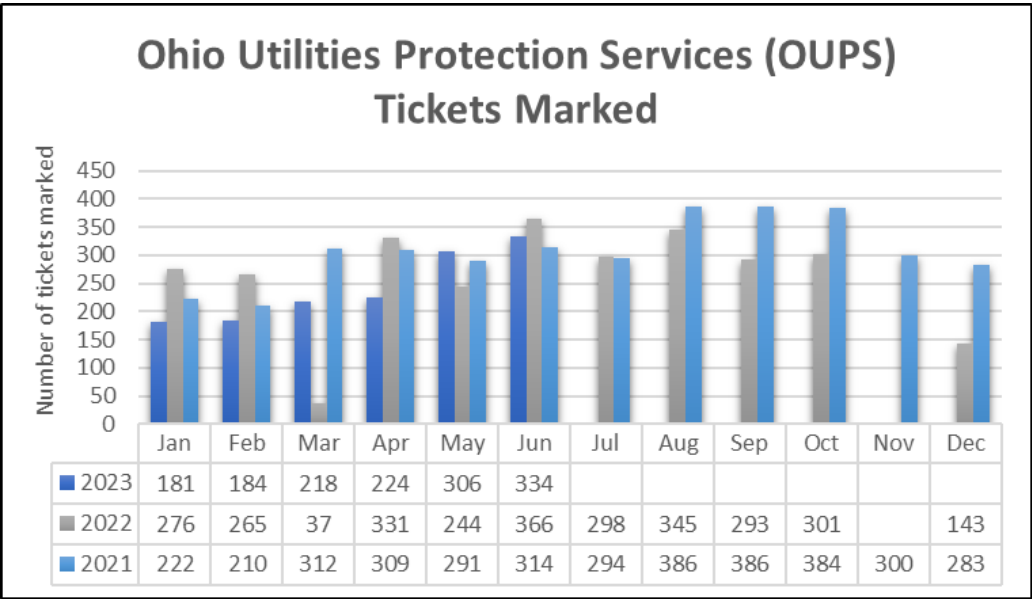
Special Hauling permits are facilitated and issued for the operation of vehicles exceeding the maximum road-way weight, width, height and/or length and are considered ‘oversized’.



STATISTICS
June 2023

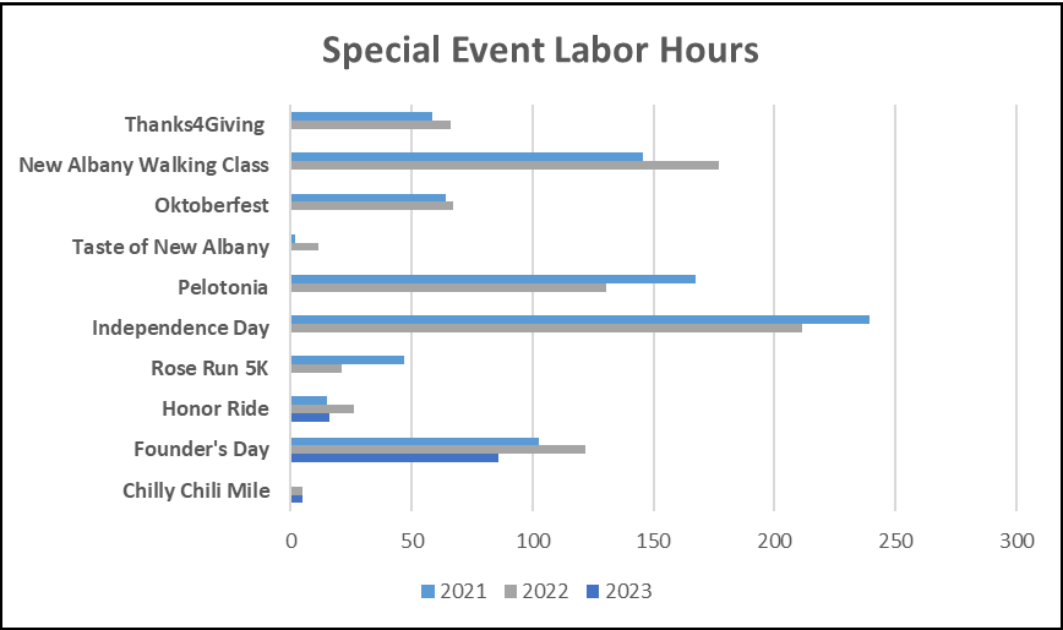
OUPS

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.



Special Projects

The Public Service department participates and assists with many special events and projects throughout the year often requiring significant labor hours from our team.

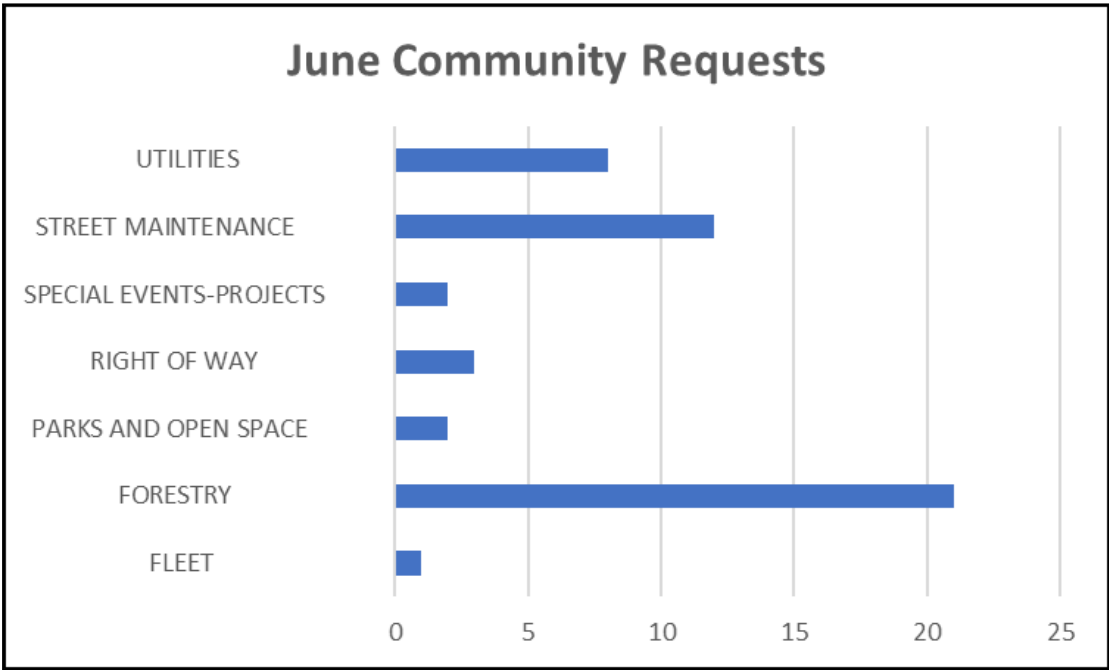
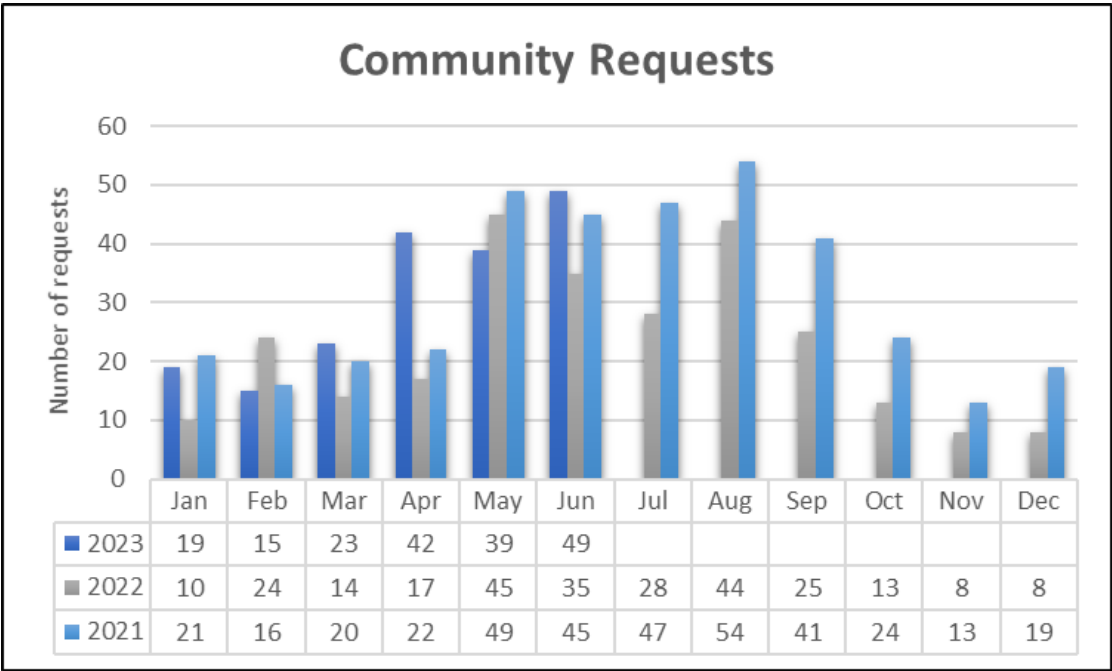


STATISTICS

June 2023

General 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

June 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.

