



PUBLIC SERVICE

Public Service Department

MONTHLY REPORT

August 2024

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 Engineer Administrative Assistant (2)

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 2 water towers.

Asset Control Technician
Maintenance Supervisor (6) Maintenance Worker (18)

Fleet Maintenance Division:

The fleet division is staffed by four 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.

Forestry Specialist (2)

DEPARTMENT UPDATES

August 2024

Highlights

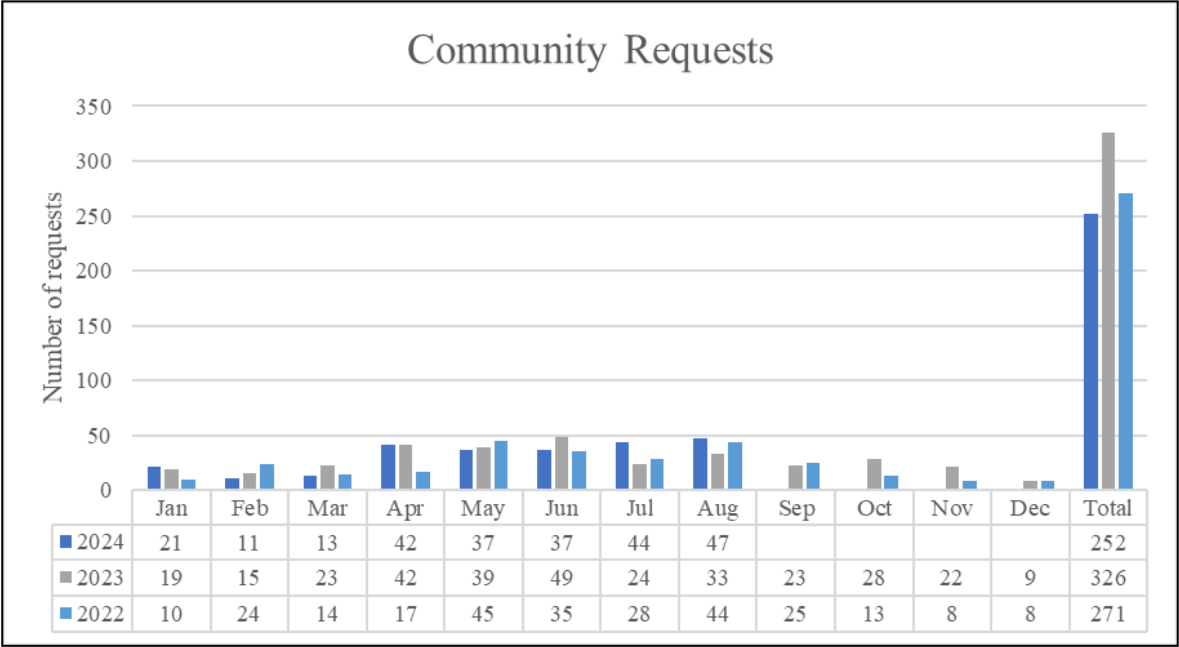
- CDL class has continued with the in-vehicle practice for the month of August. Each employee has to drive with Shaun Bush, our self-certified CDL trainer, to get the appropriate number of hours logged before receiving their class A license.
- New Albany Public Service department and New Albany police department met to discuss Touch-A-Truck which was held on Saturday, August 24th at the service department.
- Director of public service Mike Barker held a cookout for the service department on Friday, August 9th. It was great getting the team together for lunch! Thank you!
- Director of public service Mike Barker, public services manager Angela Hobart and administrative assistant Bridget Beck met with finance for a budget refresher course for the 2025 budget season.
- Public service department attended the Ohio Ethics Training at the service department on August 27th. This training lasted 1 hour.



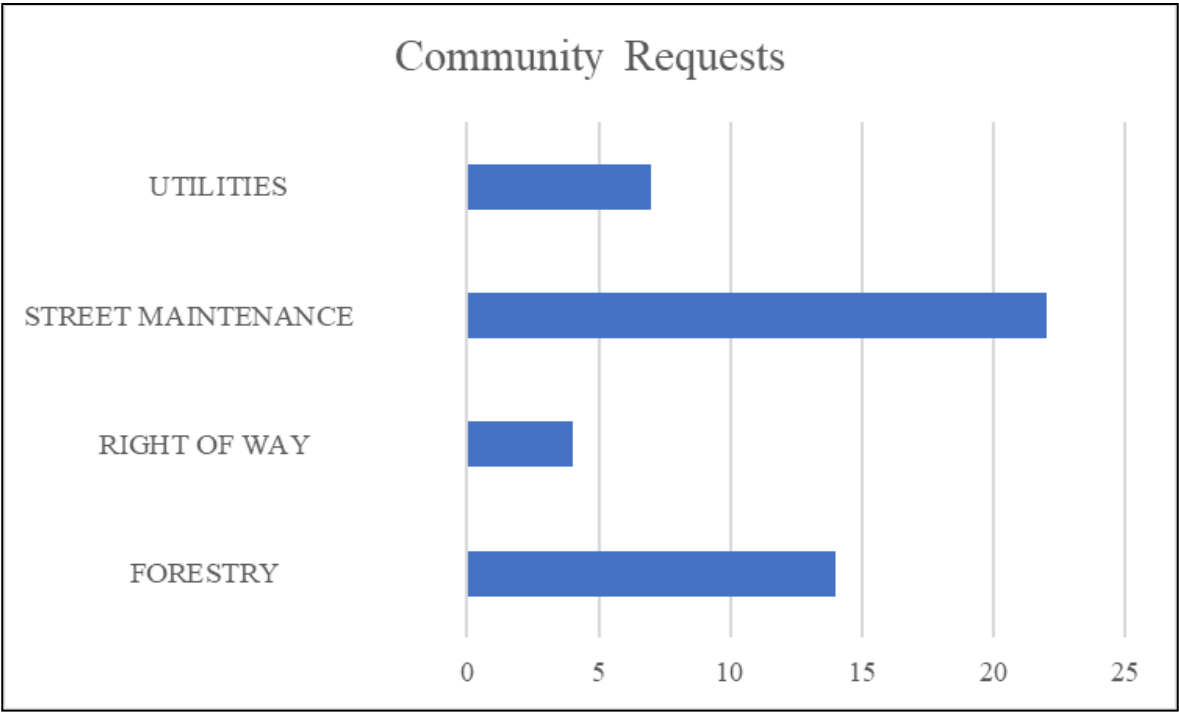
2024 Touch-a-truck event

DEPARTMENT UPDATES
August 2024

Community Requests



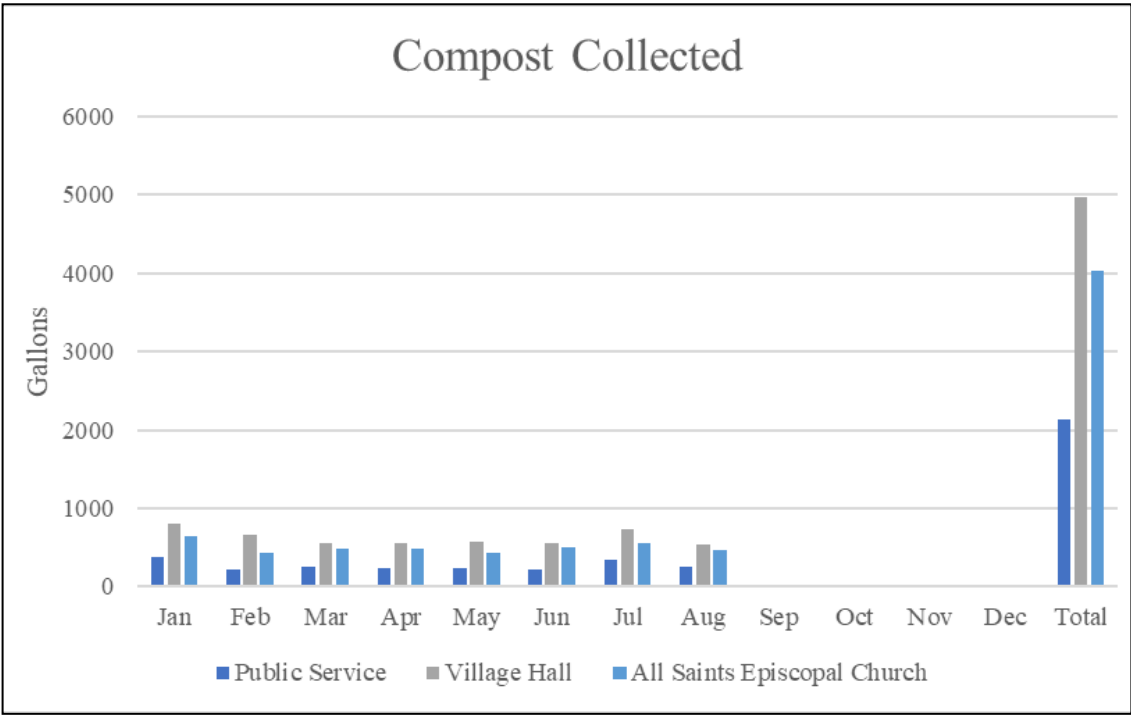
This graph represents the number of requests received from residents for public services.



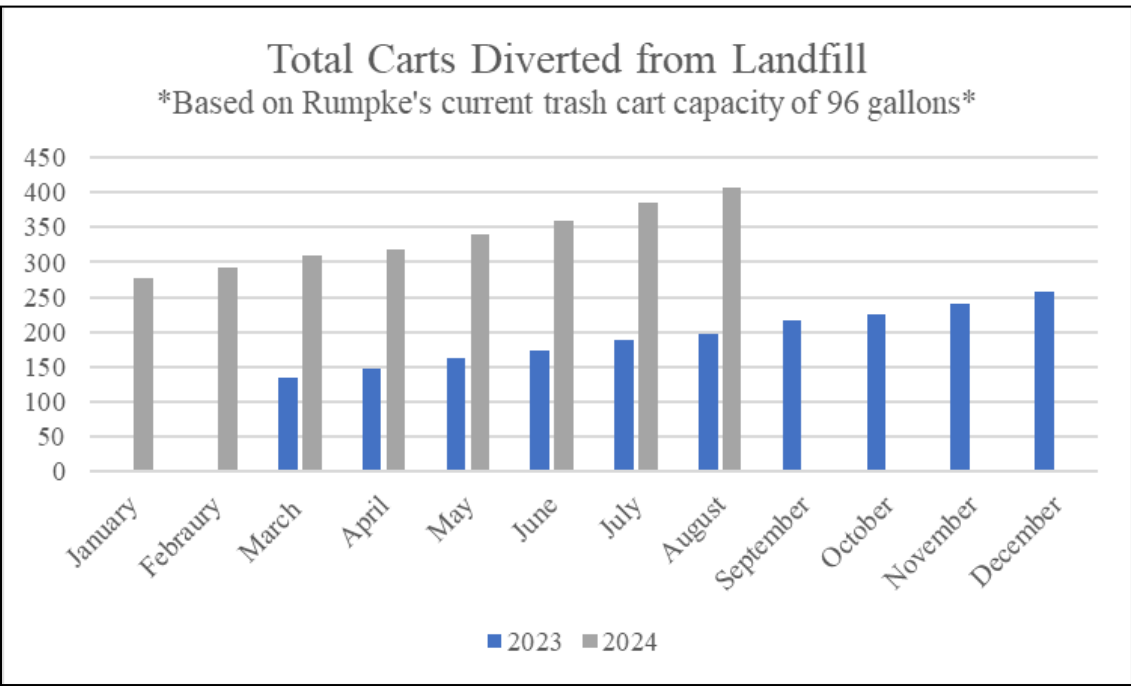
This graph represents the types of requests received from residents for public services.

DEPARTMENT UPDATES
August 2024

Composting



This graph shows the volume of compostable waste collected at the three designated locations throughout the city.



This graph shows the total number year to date of Rumpke trash carts diverted from the landfill.

CAPITAL PROJECTS

August 2024

Overview:

The public service department actively maintains and improves city owned infrastructures. Capital projects are large scale projects that maintain or improve public assets. All capital projects are presented to City Council before starting a public bidding process and project construction.

SR 605 Drop Lane Improvement Project

Permitting Schedule:

- October 2023

Construction Budget: \$1.2M

- 2024 Capital Improvement Fund

Construction Schedule:

- Construction start date: August 2024
- Construction duration: 3 months

Project Description:

The project shall include adding a southbound right turn lane into the New Albany Schools property at Chatham Green. To accommodate this added lane, the pavement on the school property will be widened. The existing traffic signal and equipment will also be modified to accommodate road widening and introduce enhanced pedestrian safety.

Project Status:

The project is substantially complete having only minor work and restorations remaining.



SR-605 drop lane improvement project

CAPITAL PROJECTS

August 2024

South Harlem Road Improvement Project

Permitting Schedule:

- 2022

Construction Budget: \$2.8M

- 2024 Capital Improvement Fund

Construction Schedule:

- Construction start date: August 2024
- Construction duration: 18 months

Project Description:

The project will include a minor widening of the roadway, the installation of a separated leisure trail along the east side of the road and substantial ditch and stormwater drainage improvements.

Project Status:

This project is in progress. Widening of the east side of the road is complete, and the west side is in progress. Curb and pavement are expected to begin within a few weeks. The majority of the stormwater work is complete, with the addition of a culvert under the road projected to be installed in the next couple of weeks.



S. Harlem and James River Rd.

STREETS DIVISION

August 2024

Overview

The primary purpose of the city's street division is to actively maintain all city-owned infrastructure, roadside mowing, street sweeping, street light maintenance, signal maintenance and leaf collection in a manner consistent with the demonstrated quality and aesthetic of New Albany.

Patch Work along Harrison Rd.

Harrison Rd. between Jug St. and Innovation Campus Way needed road repair since it is a heavily traveled road for oversized/overweight trucks. The streets crew took the backhoe, asphalt roller and hot box to replace the roadway. The crew fixed three areas in the roadway and used 6000 lbs. of asphalt and 411 gravel to complete this job.



*Left: Before road work restoration
Right: After road restoration*

SPECIAL PROJECTS DIVISION

August 2024

Overview

The primary roles of the special projects division consist of monitoring the annual stormwater inspection program as required by Ohio EPA and providing direct support to all special events city-wide.

Pelotonia Event Set-up

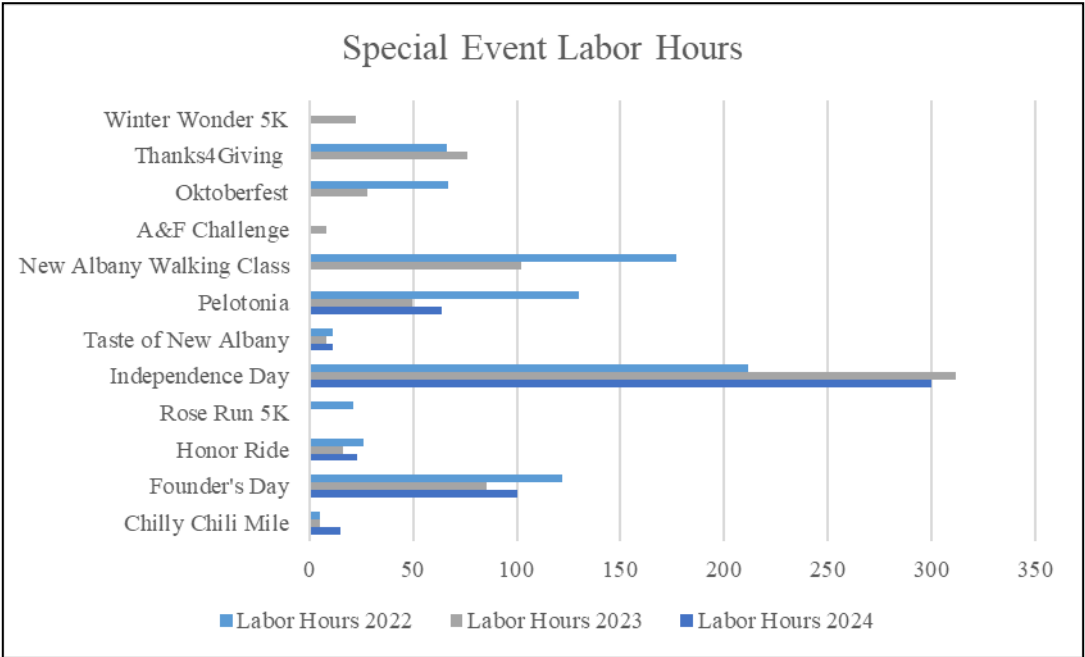
Special projects supervisor Steve Kidwell and streets supervisor Rob Runyon set up barricades and cones for the Pelotonia event on August 3rd and 4th. Each year, road blocks, barricades and cones are set up to provide road safety for the Annual Pelotonia Event.



*Left: Barricades placed along the Village Center
Right: Pelotonia 2024 cones marking the route for riders*

SPECIAL PROJECTS DIVISION
August 2024

Special Events Labor



This graph depicts the number of hours the public service department participates and assists with special events and projects throughout the year. In August, crew members helped with Pelotonia.



2024 Pelotonia

FACILITIES DIVISION

August 2024

Overview

The primary purpose of the city's facilities division is to actively maintain all city-owned buildings and utility structures in a manner consistent with the demonstrated quality and aesthetic of New Albany.

Phelps House Painting

The facilities crew patched up spots with paint at the Phelps house. The Phelps house is home to our community programming team.



Tyler Myers painting the Phelps House

Taylor Farm House Bee Removal

The facilities crew hired Jacobs Bee Removal to get rid of the bees that created a nest under the floorboards of the Taylor Farm house. The bees were safely relocated outside of the house.



*Left: Thermal imaging camera showing bees underneath floorboards
Right: Bees from underneath floorboards*

UTILITIES DIVISION
August 2024

Overview

The primary purpose of the city’s utilities division is to actively maintain all city-owned utilities in a consistent manner that demonstrates the quality and aesthetic of New Albany.

Nottingham Phase 5 & 6 Sanitary CCTV Final Inspections

Kerry Gastaldo and Tommy Diamond conducted a CCTV survey of the Nottingham phase 5 and phase 6 sanitary sewer pipe. Upon inspection, a large amount of gravel was discovered in the mainline sewer. Using the CCTV equipment, the crew identified the exact source of where the gravel entered the sewer system and notified the project inspector to resolve this issue before the city took ownership of the sewer.

Client	
Surveyed By	KG
Job Number	Nottingham Phase 6
Date	08/13/2024
Time	13:04
Location	Winterbek
Remarks	AMH378-AMH390
Observations	
<div>13:09:11 08-13-202412.2ft -3.5°</div>	<div>0:03:57 ./SSG-7-4011/SSG-7-4011_2024_08_13-13_09_11_694.jpg 12.2 (ft) DSGV 40% PACP of 4</div>
<div>13:12:13 08-13-202416.1ft -3.7°</div>	<div>0:05:17 ./SSG-7-4011/SSG-7-4011_2024_08_13-13_12_13_613.jpg 16.1 (ft) Rocks from tap</div>

Sanitary sewer report with camera imaging for Nottingham sanitary sewer

UTILITIES DIVISION

August 2024

Ogden Woods/Keswick Area—Stormwater Catch Basin Reconstruction Project

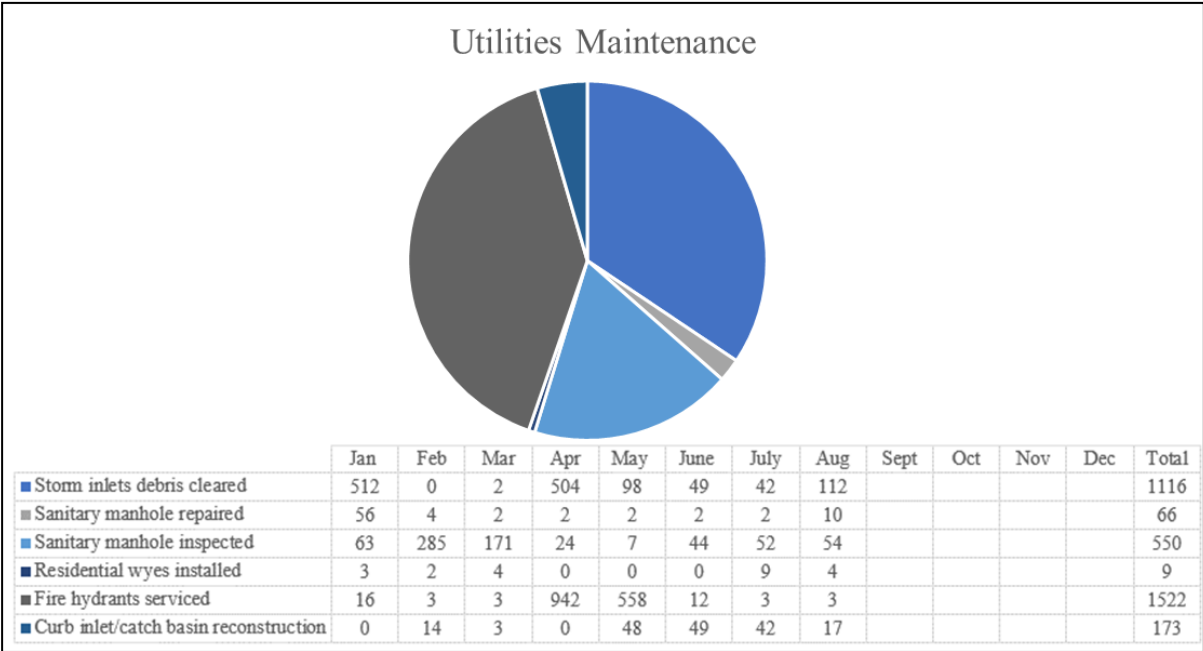
The utilities team successfully reconstructed 17 catch basin structures. The project took place before mill and overlay operations. The streets included were Ogden Woods, Keswick Woods, Keswick Drive, Ealy Crossing N & S and Hays Town. Along with reconstructing the catch basins, the team took the opportunity to seal all manhole frames in the pavement on the previously mentioned streets.



Maintenance workers Nick Sgandurra, Tommy Diamond and David Thatcher resetting a sanitary manhole frame on Hays Town

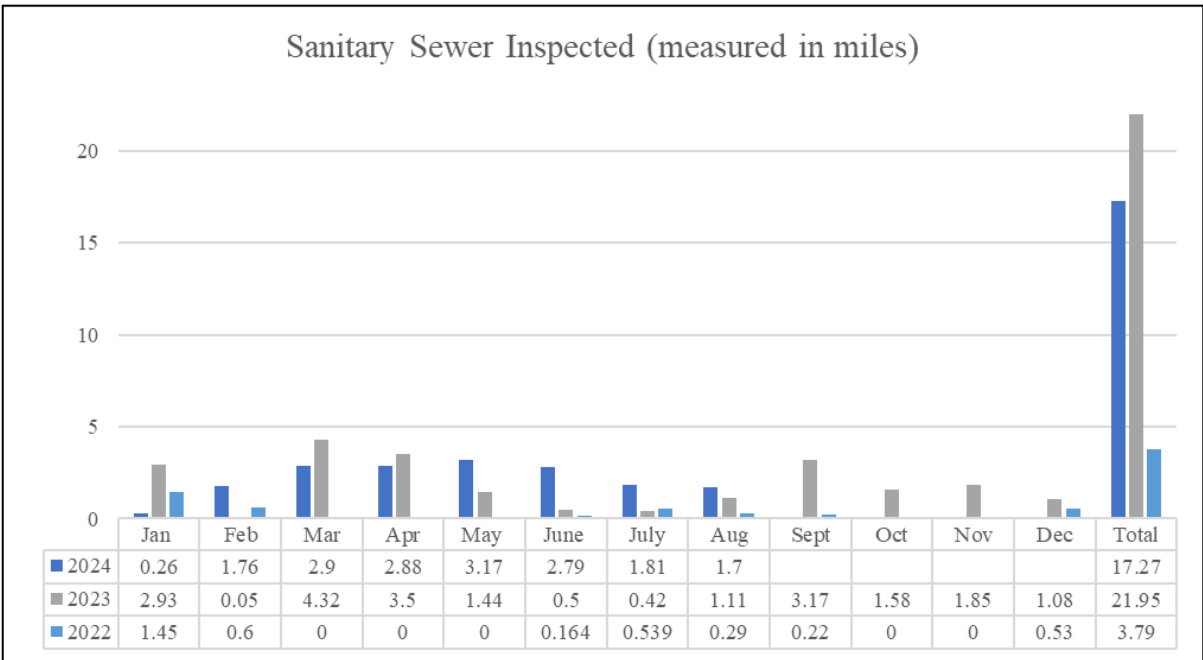
UTILITIES DIVISION
August 2024

Year to Date Utility Maintenance



This graph shows the year to date utility maintenance for sanitary sewers, storm sewers, wye installation and fire hydrant maintenance.

Sanitary Sewer Distance Inspected



This graph shows the distance of sanitary sewers the utilities crew inspected year to date.

PARKS AND OPEN SPACE DIVISION

August 2024

Overview

The primary purpose of the city's parks and open space division is to actively maintain all city-owned parks, playgrounds and common areas in a manner consistent with the demonstrated quality and aesthetic of New Albany.

City Park and Playground Clean-up

The parks division made an increased effort to focus on cleaning up loose trash from all city parks and playgrounds. The crew collected over 260 trash bags from the parks and green spaces.



*Left: Carl McNeal changing out the trash bins
Right: Daitan Rood picking up litter with litter pickers*

Watering

Seasonal worker John Burkart watered all the boxes, baskets and newly planted trees throughout the city parks. The parks crew maintains 90 flower baskets and 15 flower boxes in the city.



Flower baskets being watered in the Village Center

RIGHT OF WAY DIVISION

August 2024

Overview

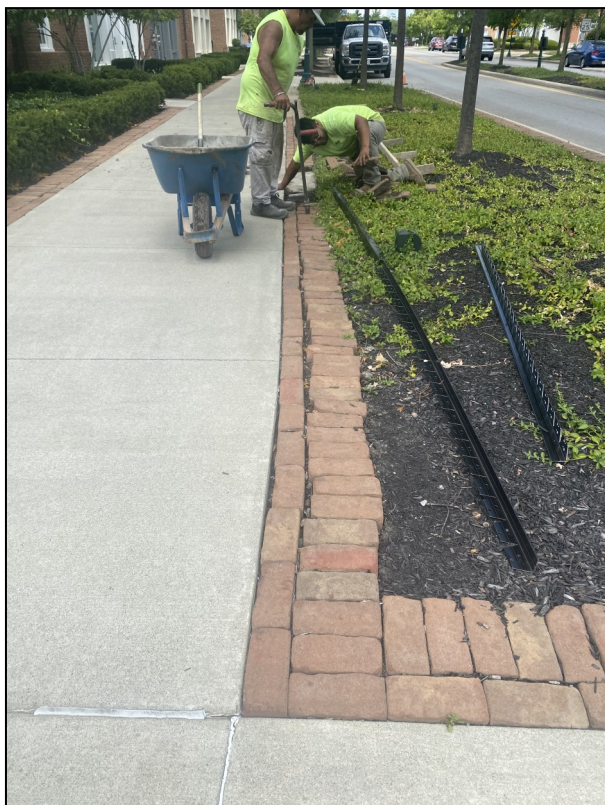
Right of way refers to a portion of city-owned land, varying from a roadway, tree lawns, sidewalks, bike lanes, street trees and street lights. Right of way also functions as a public and private utility corridor. Public storm sewers, sanitary sewers, waterlines and fiber optic lines are located within the right of way. Private utility providers are also permitted to locate within the right of way. The most common private utilities in the right of way are electric, natural gas, telephone, cable and fiber optic.

Contractor Management — Leveling

B-Level completed their first round of leveling throughout the city, which included the areas of Waterson, Tidewater, Keswick, Sauton and Steele Court. Half of Windsor is slated for leveling to finish the 2024 sidewalk program.

Contractor Management — Brick Work

MidWest Landscaping finished redoing tree wells and brick crosswalks throughout the Village Center. The brick crosswalks have a bituminous layer under the brick that helps keep the brick in place.



*Left: Before restoration of tree well
Right: After restoration of tree wells took place*

RIGHT OF WAY DIVISION August 2024

Contractor Management — Brick Work continued...



Brick portion removed from Dublin Granville and SR-605



Bituminous layer being placed



Adding sand to fill in gaps and smoothing the crosswalk

Contractor Management — Streets Program

Shelly and Sands met the August 31st 50% asphalt completion milestone. They have placed new asphalt in the James River area, Keswick area, Ealy Crossing Dr., West Dublin Granville Rd. and SR-605.



2024 street improvement

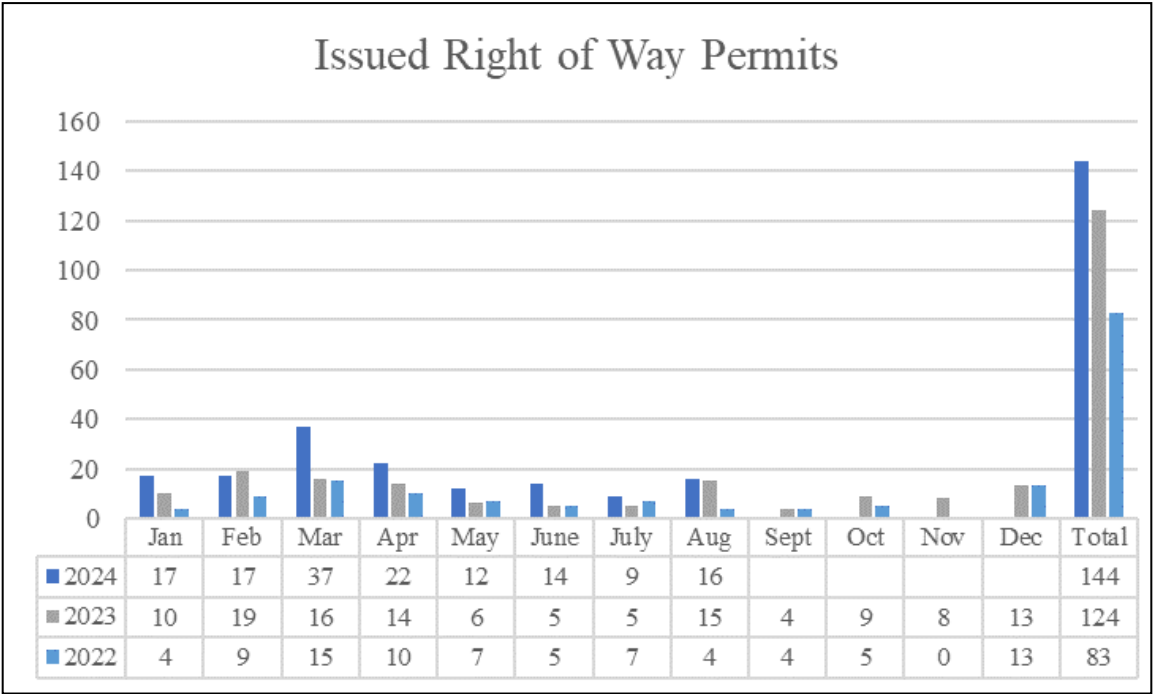
RIGHT OF WAY DIVISION
August 2024

With the active influx of right of way permits, the ROW team is constantly monitoring the contractors in the field. The team ensures contractors run in the permitted path, potholing crucial city utilities, restoring areas the contractors have disturbed, etc. The right of way division currently has 14 permits the team is actively overseeing. Here is the current list:

Active Permits

- Summit IG 131.1-23 (605/NARdE/CC)
 - Summit IG 141.1-23 (Beech Rd)
 - AT&T 27.1-24 (Hampsted/Brooksvew)
 - AT&T 102.0-24 (9895 Johnstown)
 - AT&T 114.0-24 (5900 Zarley)
 - AEP 42.1-24 (Innovation)
 - AEP 115.0-24 (605 from CC to NA Rd E)
- Spectrum (Innovation Campus Way West)
 - Spectrum 122.0-24 (20 Wiveliscombe)
 - Spectrum 123.0-24 (5870 Zarley)
 - Verizon 29.1-24 & 60.0-24 (605 by Hawksmoor)
 - Columbia Gas 99.0-24 (Nottingham Trace)
 - Columbia Gas 117.0-24 (Nottingham Trace)
 - Columbia Gas 121.0-24 (4570 Ackerly Farm)

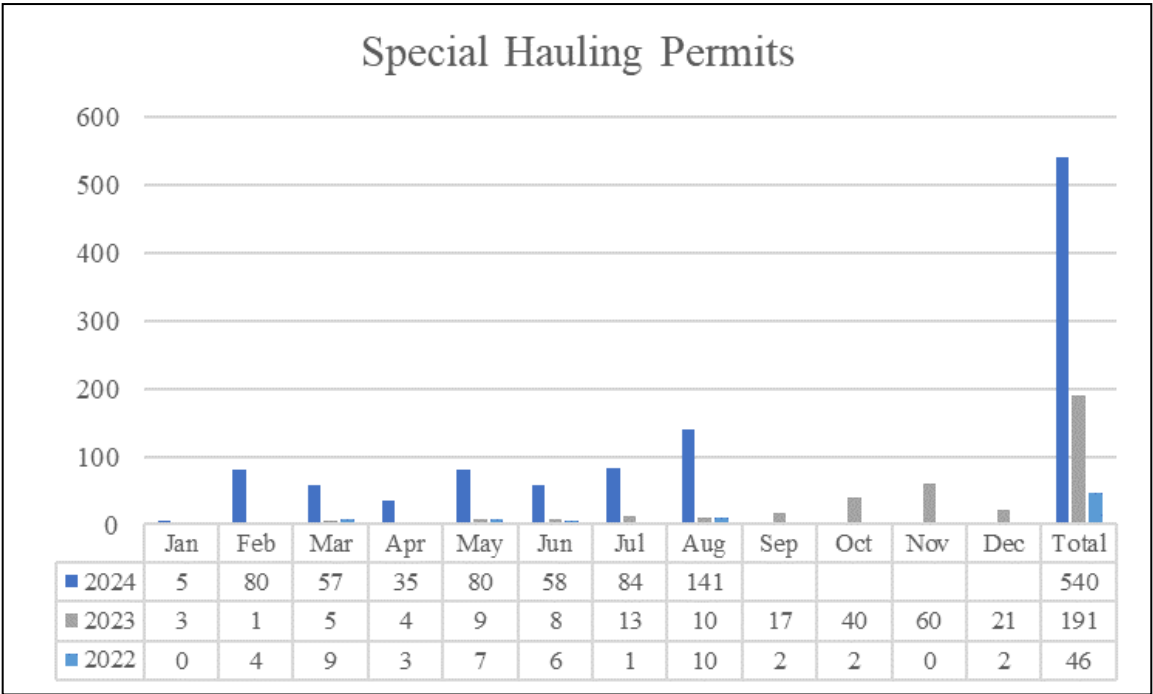
Right of Way Permits



This graph shows the number of right of way permits issued each month by the city for utilities planned to be installed within the public right of way.

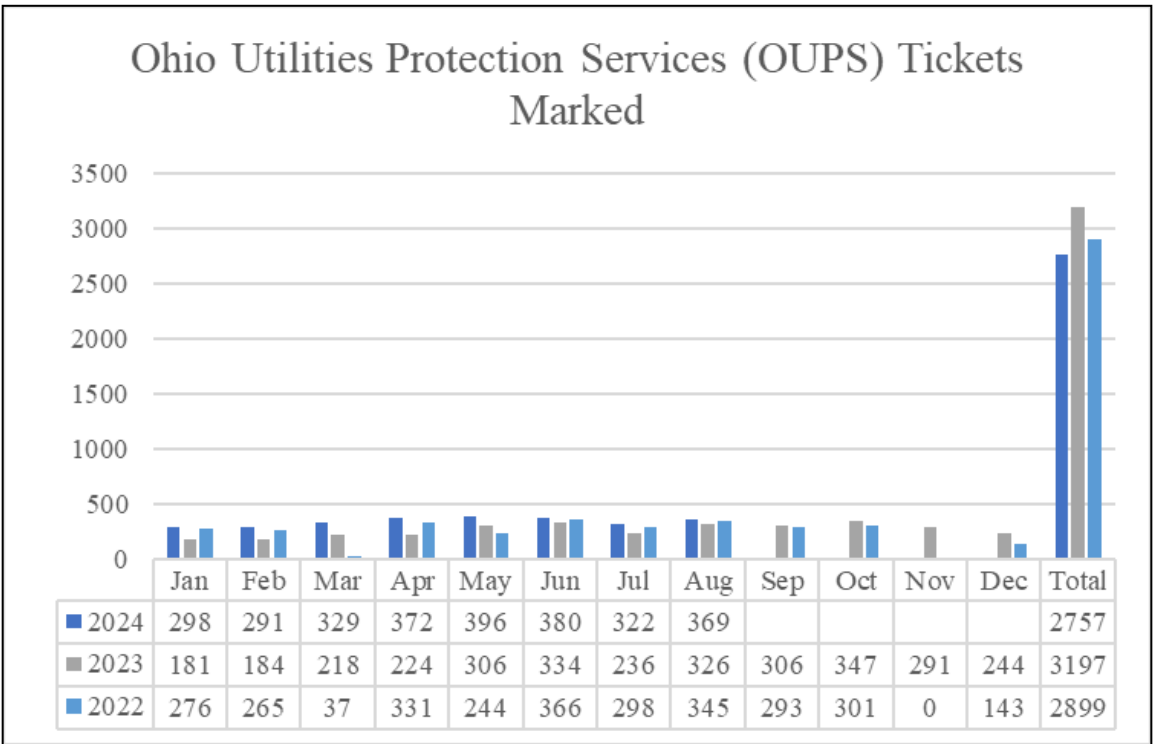
RIGHT OF WAY DIVISION
August 2024

Special Hauling Permits



This graph shows the 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’.

Utility Locating (OUPS)



This graph shows the number of utility protection service (OUPS) markings are ticketed each month.

FORESTRY DIVISION

August 2024

Overview

The forestry division manages the health and safety of New Albany's 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 wood chippers, the city's bucket truck along with establishing and maintaining traffic control as needed.

Pruning

The forestry team pruned trees to clear overgrowth along Dean Farm Rd., Fernridge, Beecher Ct., Galdino Dr. and Tour-nus Way.

Removals

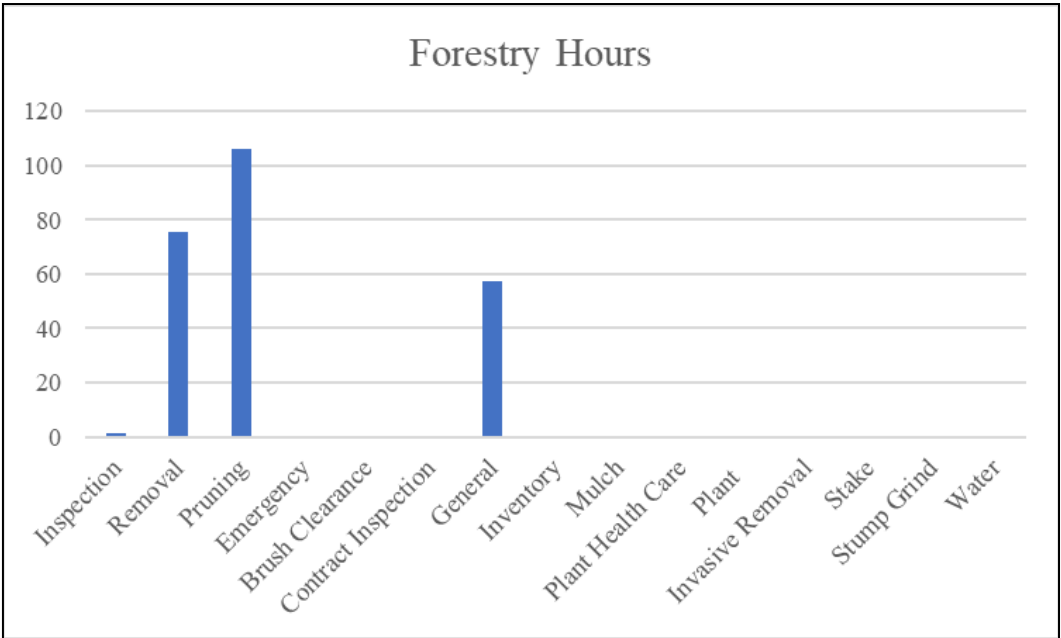
The forestry crew removed trees from Harrison Rd., King George Dr., Alpath Rd., Ciltmore Ct., Maynard Pl. E and James River Rd. Park. The crew removed a large willow tree located along Fenway Park. The tree fell during high winds and deterioration on the base of the tree. Otavio Bressan and Gabriel Hilts removed the tree without damaging the adjacent property. Great job!



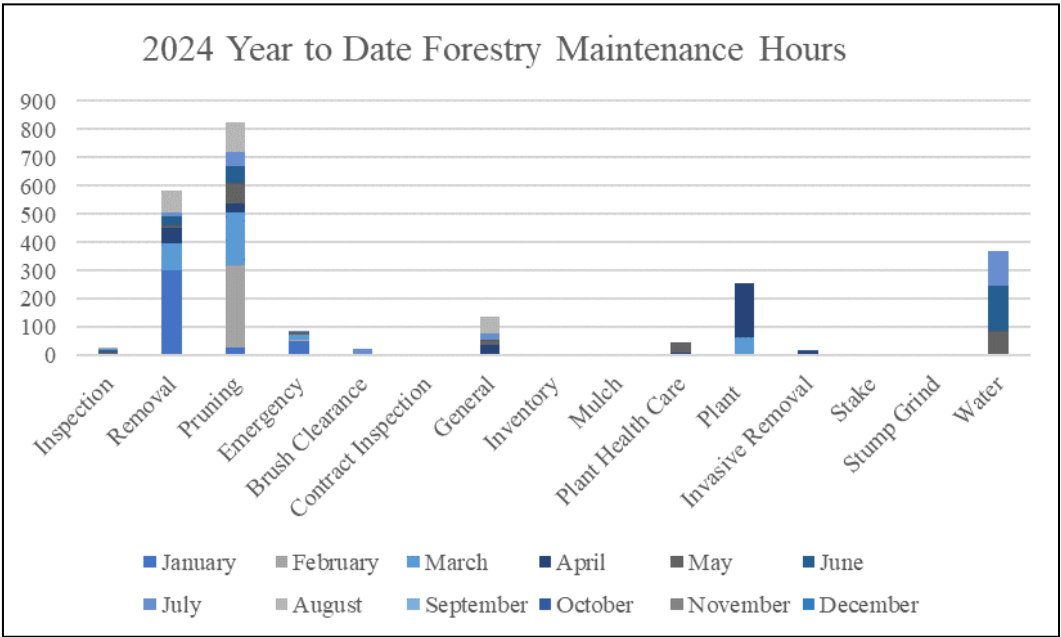
Willow tree removal along Fenway Park

FORESTRY DIVISION
August 2024

Forestry Hours



This graph shows the number of hours forestry spent on each respective category.



This graph shows the number of hours year to date during each month the forestry division spent on each respective category.

FLEET DIVISION

August 2024

Overview

The primary purpose of the city's fleet division is to actively maintain all city-owned vehicles and equipment in a manner consistent with the demonstrated quality and aesthetic of New Albany.

New Lift Installation

The fleet crew received a significant upgrade with the installation of a new 64,000 lb. four-post lift, which has already proven invaluable for facilitating heavy-duty repairs and enhancing our overall efficiency.



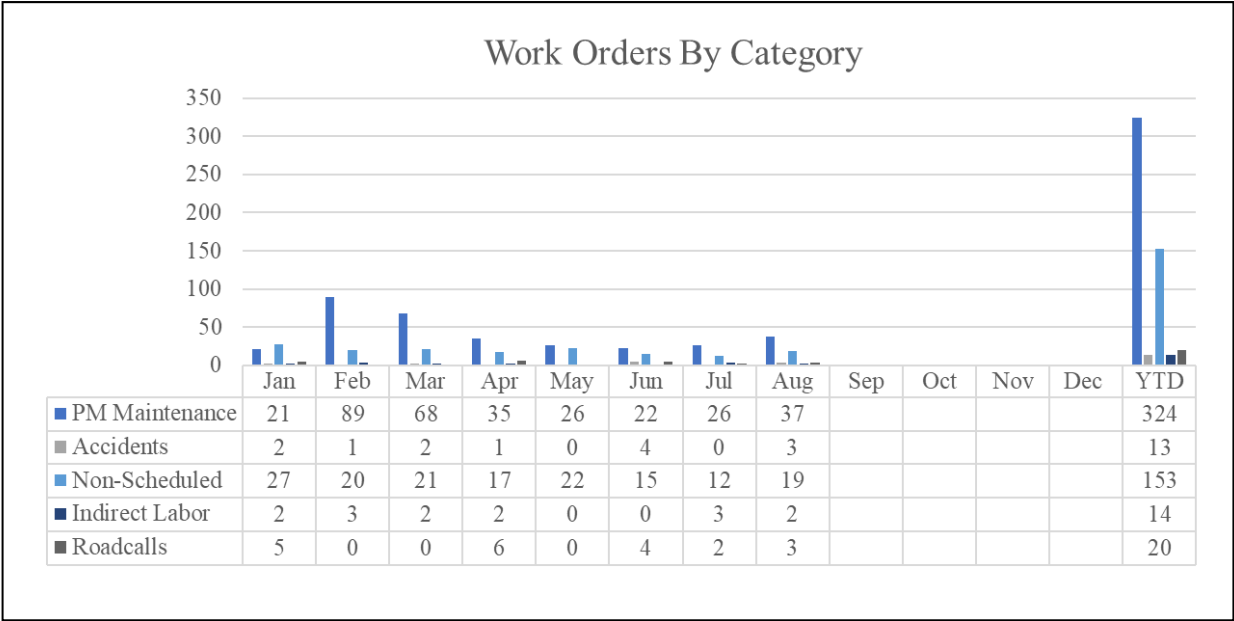
New lift installed

Fleet Maintenance

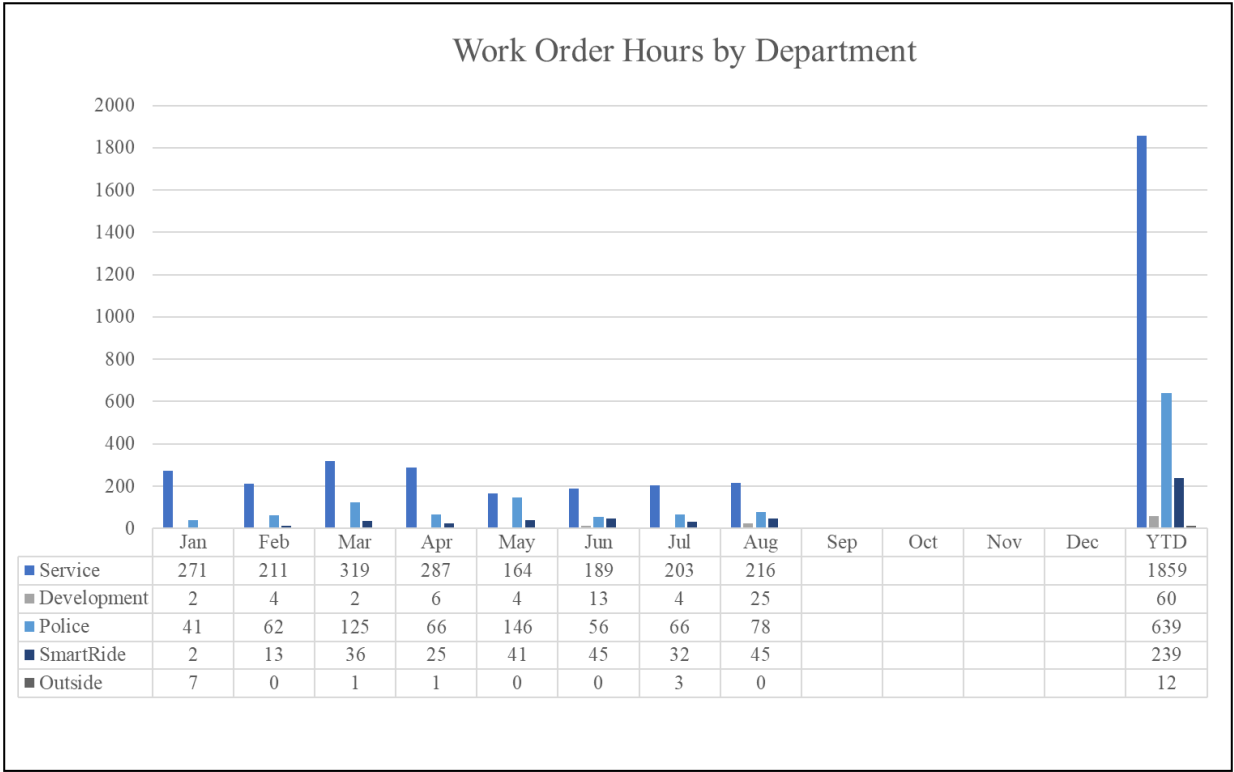
The fleet division completed thirty-seven preventative maintenance services in preparation for the fall and winter seasons. Additionally, the crew addressed twenty-seven additional repairs.

FLEET DIVISION
August 2024

Fleet Work Orders



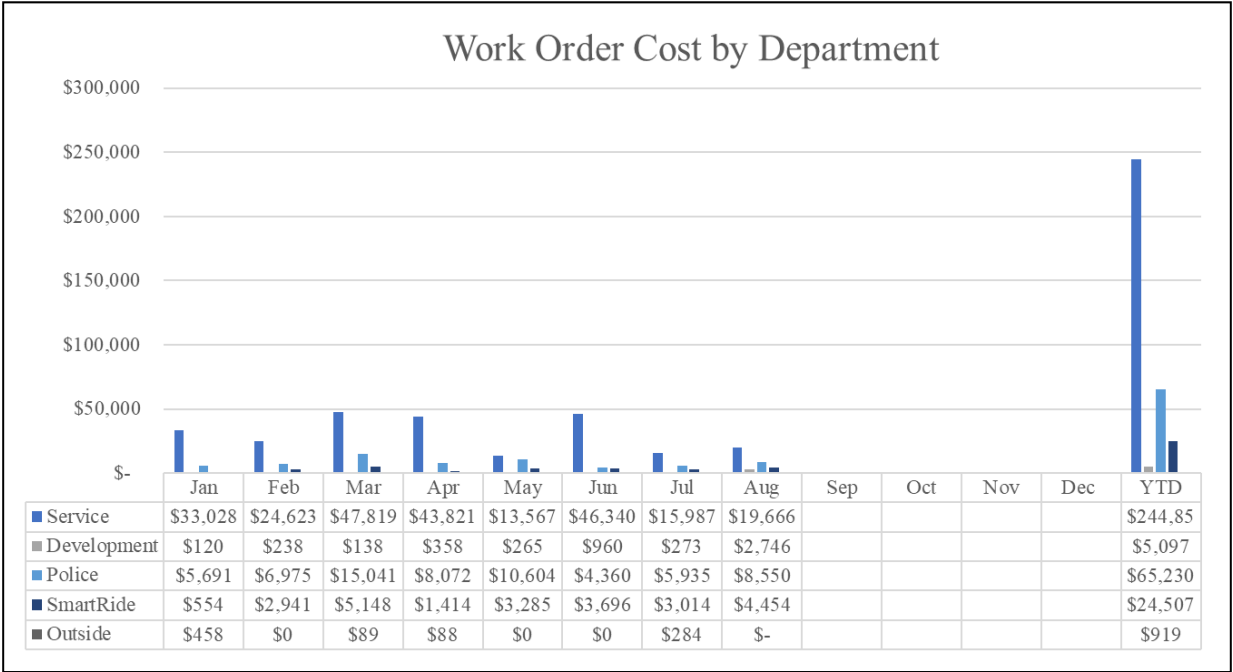
This graph shows the work orders year to date broken down by each category.



This graph shows year to date breakdown of work order hours by department.

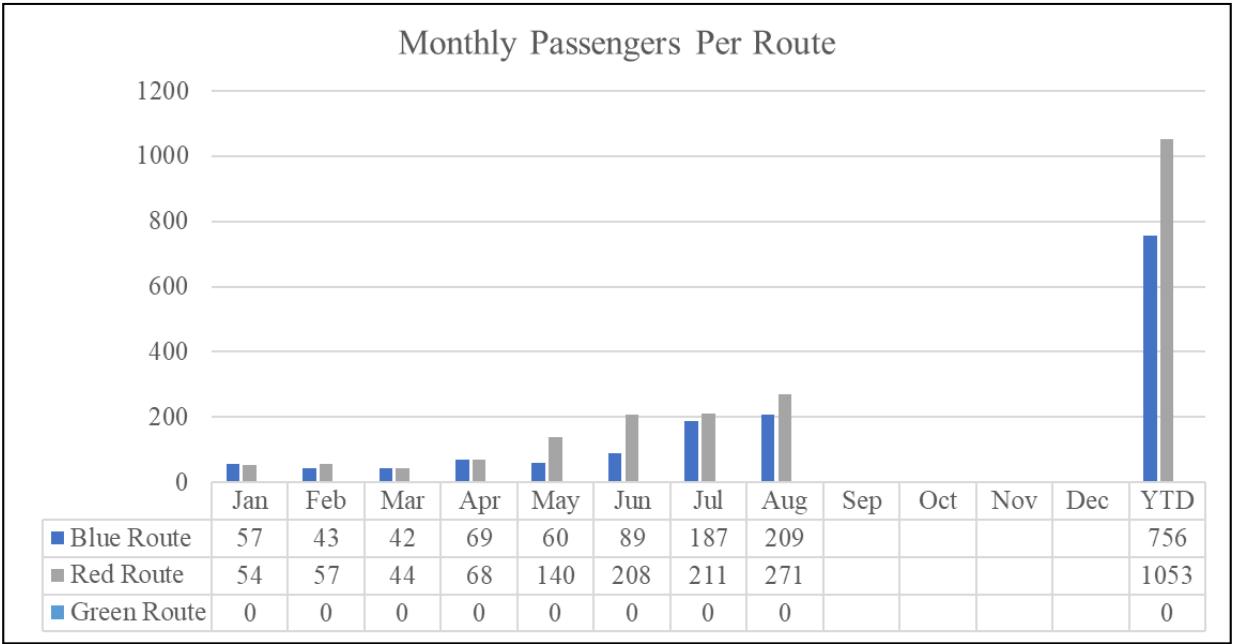
FLEET DIVISION
August 2024

Fleet Work Orders continued...



This graph shows the year to date breakdown of work order costs by department in public service.

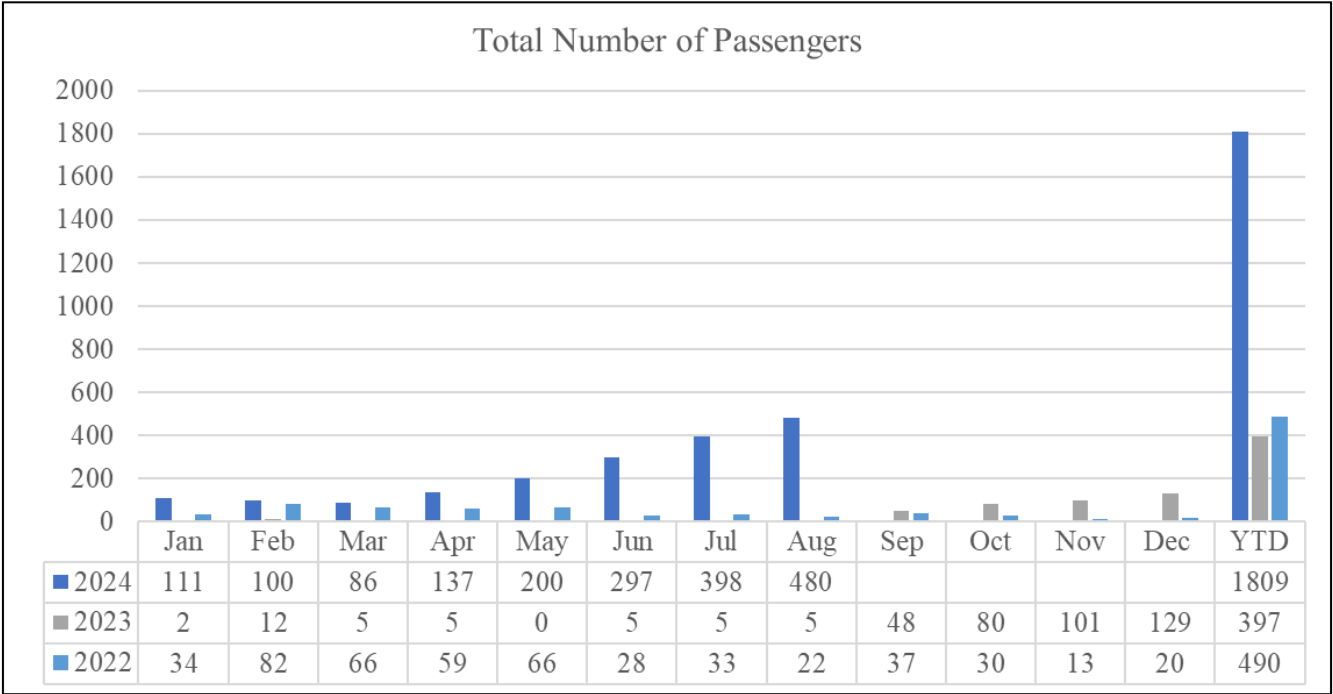
New Albany SmartRide



This graph shows the number of monthly passengers on the blue, red and green SmartRide routes.

FLEET DIVISION
August 2024

New Albany SmartRide continued....



This graph shows the total number of SmartRide passengers broken down by each month.