

NEW ALBANY

PUBLIC SERVICE

Public Service Department

MONTHLY REPORT

June 2024

Professionalism

Integrity

Reliability

Quality

Pride

Inside This Issue:

Public Service Values	2
Department Structure	3
Department Updates	4
Capital Projects	7
Streets	9
Special Projects	10
Facilities	12
Utilities	13
Parks & Open Space	16
Right of Way	17
Forestry	21
Fleet	24

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.

City Forester Forestry Specialist (1)

DEPARTMENT UPDATES

June 2024

Highlights

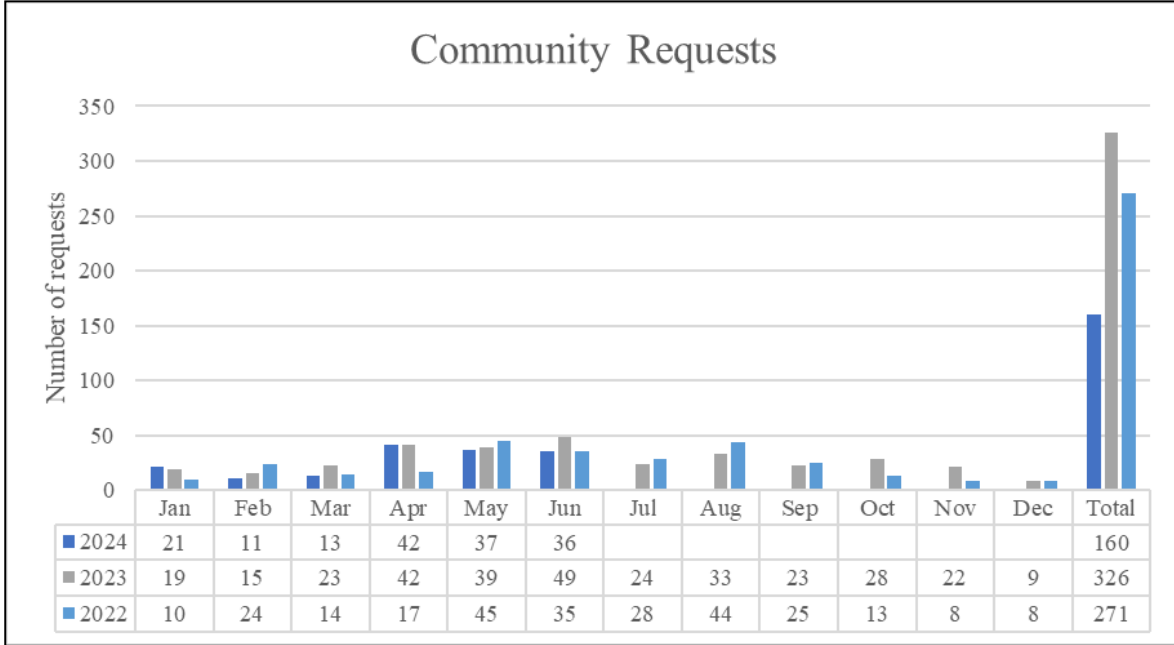
- Public services engineer Justin Wilkinson held a pre-bid meeting for the 2024 street improvement program on June 5th at the public service department.
- Director of public service Mike Barker, public services manager Angela Hobart and administrative assistants Lili Harding and Bridget Beck met with Josh Poland chief communication & marketing officer to discuss feedback for the new website.
- Public service staff met with city officials to discuss the SR605 project ahead of the 4th of July on June 12th.
- Public services engineer Justin Wilkinson held a bid opening for the 2024 street improvement program on June 14th at Village Hall.
- Public services manager Angela Hobart and administrative assistants Lili Harding and Bridget Beck helped out at this years Juneteenth event at the Hinson Amphitheatre.
- Director of public service Mike Barker surprised service employees with Johnson's Ice Cream on Friday, June 21st. Thank you!



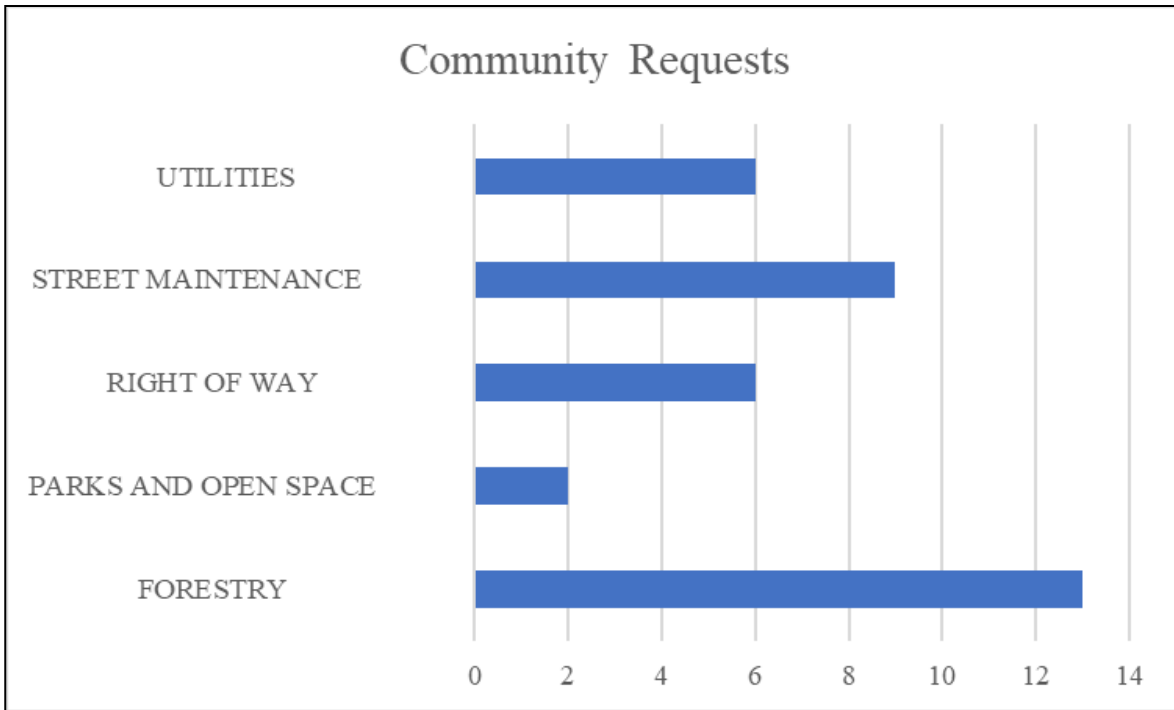
Service department employees surprised with ice cream

DEPARTMENT UPDATES June 2024

Community Requests



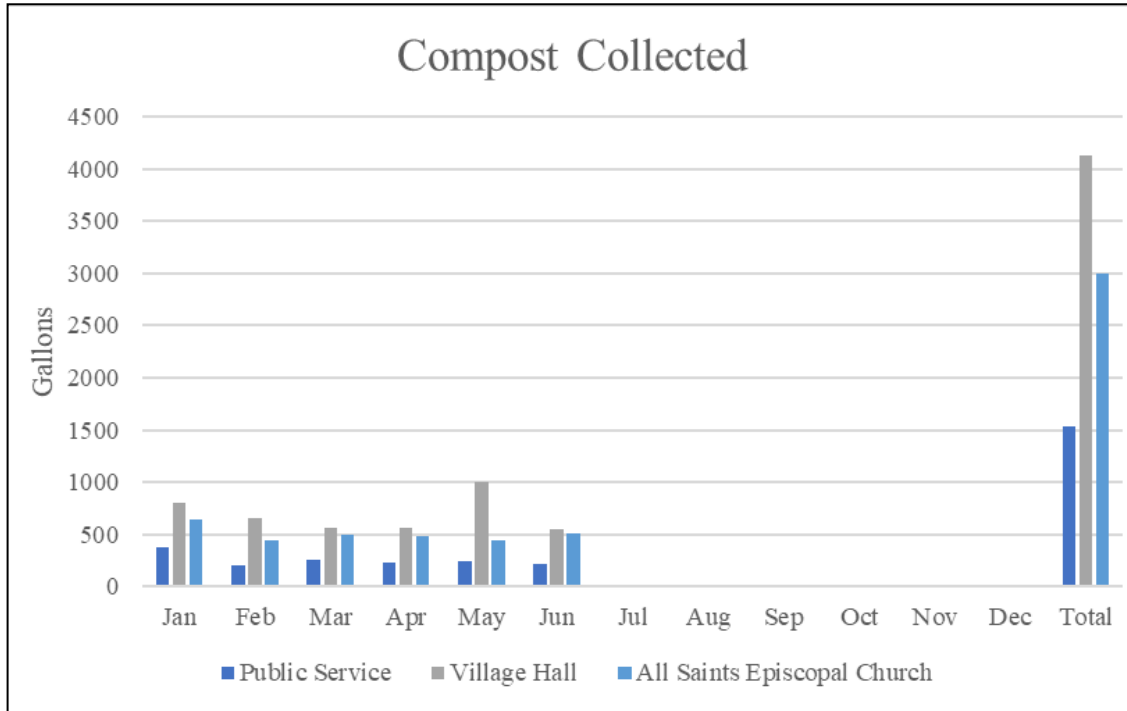
This graph represents the number of requests received from residents for public services.



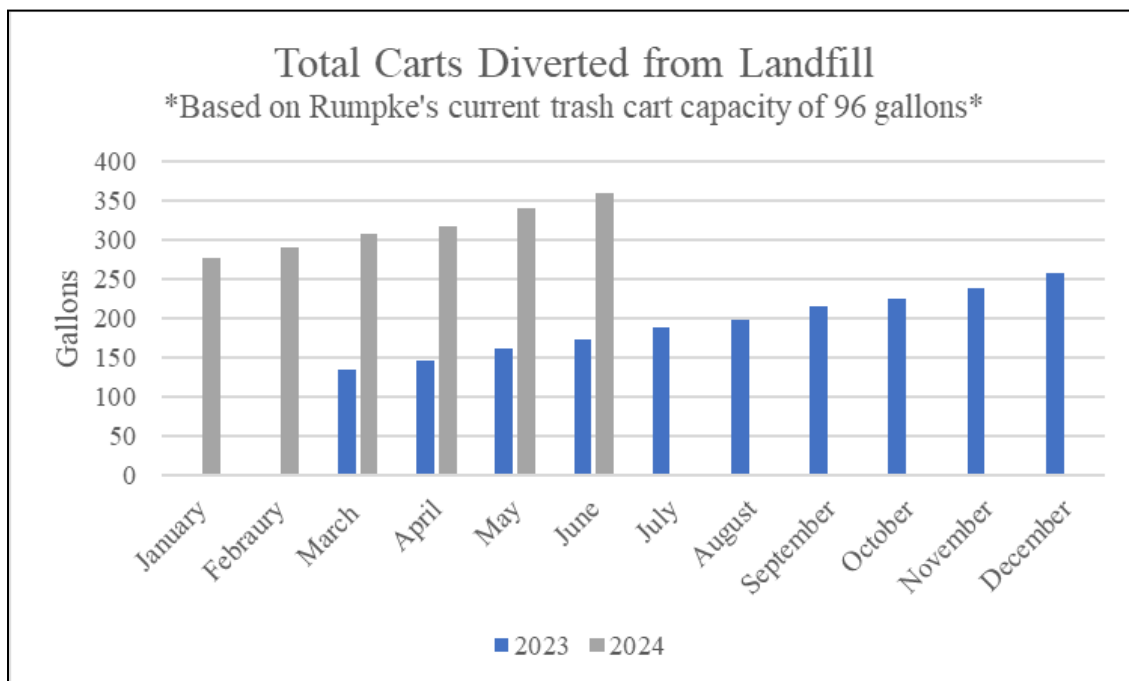
This graph represents the types of requests received from residents for public services.

DEPARTMENT UPDATES June 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 **June 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: June 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:

This project is in the final stages of construction with a completion the 1st week of July. This project was completed ahead of schedule and took less then 3 months.



SR605 Drop Lane Improvement Project

CAPITAL PROJECTS June 2024

South Harlem Road Improvement Project

Permitting Schedule:

- 2022

Construction Budget: \$2.8M

- 2024 Capital Improvement Fund

Construction Schedule:

- Construction start date: June 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 set to begin July 1st and construction will continue through 2025.



S. Harlem Rd.

STREETS DIVISION June 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.

Intersection Back-up Batteries

All 33 city signalized intersections have a battery back-up system that powers an intersection for 4-6 hours during a power outage. The streets division focused on performing routine maintenance for all the battery back-up systems, especially after experiencing multiple power outages in June, to ensure they are ready for service. The streets team replaces batteries at 7 signalized intersections annually.



Ian Hurst replacing the batteries and running a test on the intersection

SPECIAL PROJECTS DIVISION June 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.

Pickleball Fencing

Special projects supervisor Steve Kidwell constructed and installed a new white fence at the pickleball facility to keep cars parked in the parking lot and not on the grass. Mike Cligrow from the facilities crew helped with boring the fence post holes.



*Left: Boring holes for new fencing
Right: Fencing finished at pickleball facility*

SPECIAL PROJECTS DIVISION June 2024

Rebuilding Rose Run Stonewall

The stone wall at Rose Run Park was damaged, causing the stones to fall. Special project supervisor Steve Kidwell re-constructed the stone wall and restored the area. Extra steel and concrete were added during the repair to eliminate future problems with falling stones.



Before stone wall was restored



Restoration of stone wall completed

FACILITIES DIVISION June 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.

Parking Lot Restoration

The facilities crew finished the last of the parking lot restorations. When the parking lot was expanded, much of the irrigation was impacted. The facilities crew replaced the irrigation system where it was impacted, and drilled holes in the new curb to provide proper drainage across the parking lot.



Tyler Myers and Mike Cligrow repairing irrigation and Steve Kidwell assisting on the mini excavator

UTILITIES DIVISION June 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.

Windsor Development Curb Inlet Project Phase Two

The utilities team completed phase one of this project during the summer of 2023. Phase one included Griswold Dr, Thurston Hull and Parson’s Pass. The June 3rd kickoff of phase two included demolishing and rehabbing curb inlet structures on Butterworth Green Dr., Scarborough Hall Dr., Blackstone Edge Dr., Loomis, Notting Hill and Chatham Green. The utilities team mixed and poured 10 tons of concrete during the project.



Kerry Gastaldo, Tommy Diamond and Maxwell Deckop working on a Blackstone Edge Dr. curb inlet



Curb inlet completed

UTILITIES DIVISION June 2024

Taylor Farm Park Final Sanitary Inspections

The utilities team completed the CCTV inspection of two 6” sanitary sewer lines that service Taylor Farm Park.



Kerry Gastaldo performing a CCTV inspection of the sanitary service lines

Sanitary Sewer Emergency – Oxford Development

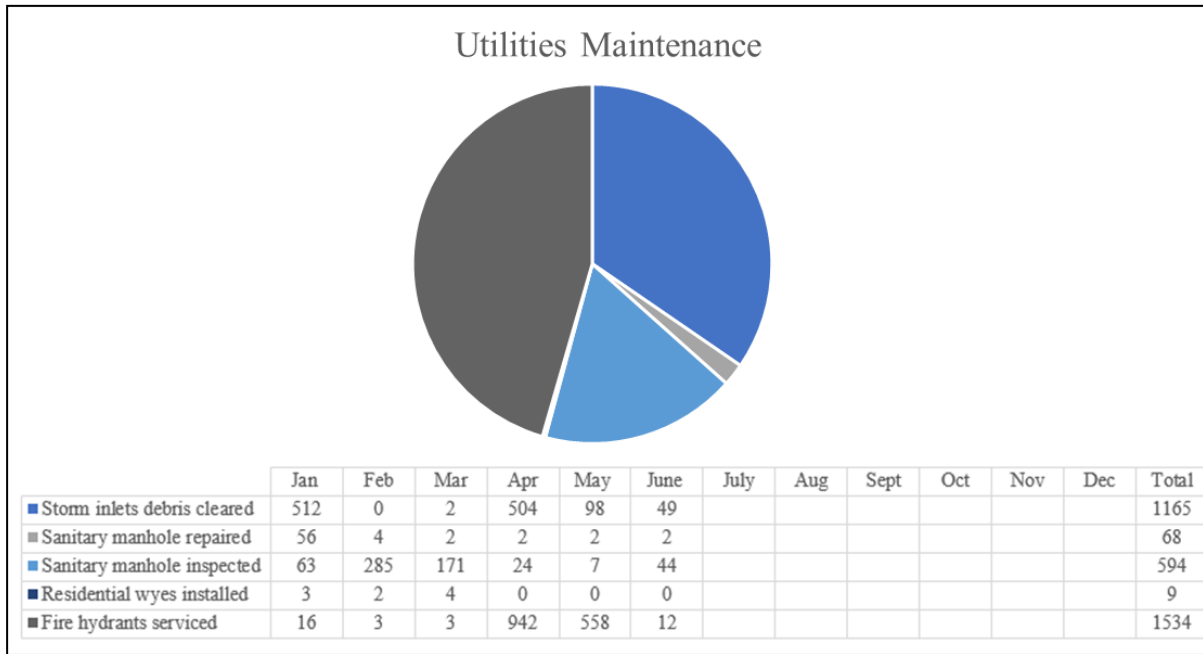
Acting supervisor Kerry Gastaldo responded to a report of a sanitary sewer line damaged by a contractor drilling at 7115 Oxford Loop. Upon arriving on the scene, Kerry discovered the private lateral servicing 7115 Oxford Loop was damaged. Kerry ordered a CCTV inspection of the mainline and discovered the damage caused a blockage of the city’s mainline. The utilities team jumped into action, cleaning the sanitary mainline and performing a CCTV inspection to rectify the fouling. The quick response and prompt resolution of the emergency resulted from excellent teamwork.

Upcoming Project

- Sugarwood Area Curb Inlet Rehab Project – July
- Keswick/Ogden Woods Curb Inlet Rehab Project – July

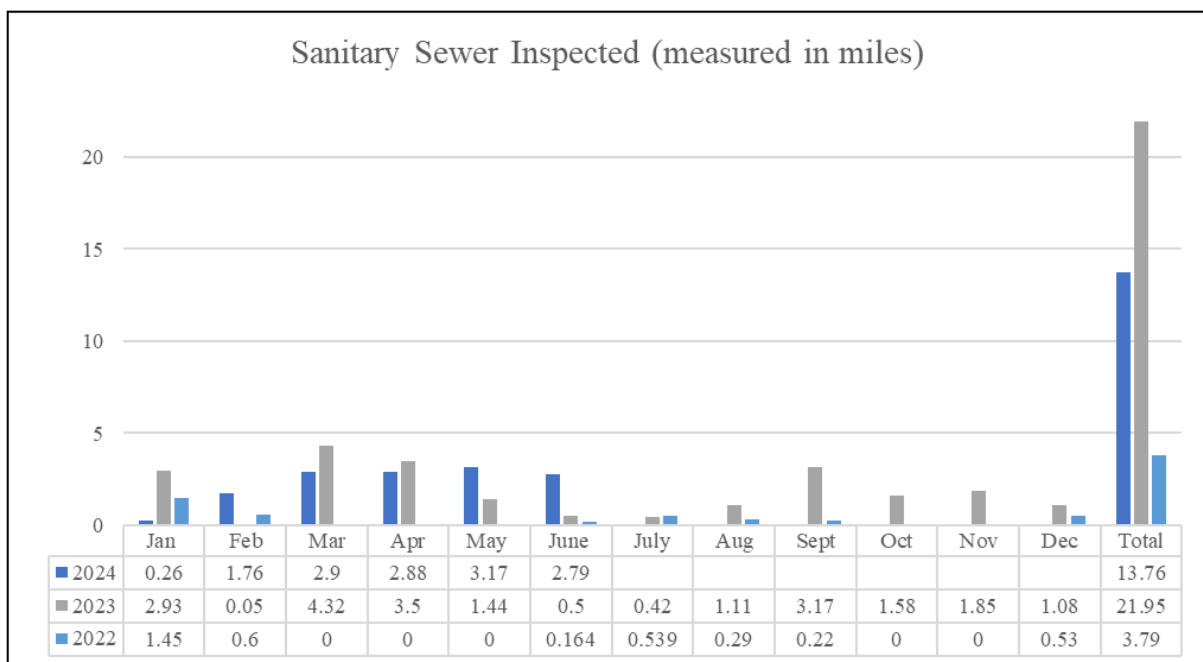
UTILITIES DIVISION June 2024

Year to Date Utility Maintenance



This graph shows the year to date utility maintenance for sanitary sewers, storm sewers, wye installments 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 June 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.

Taylor Farm Park Clean-out

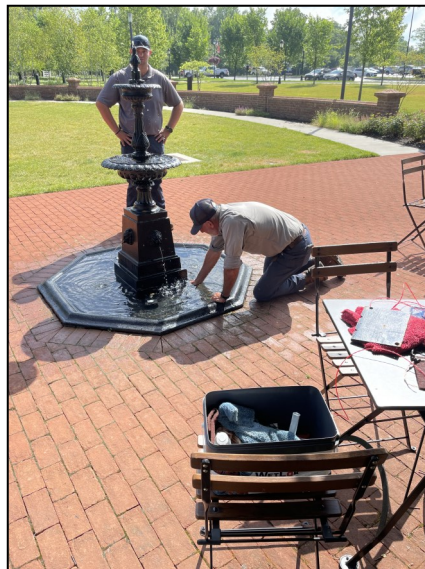
The parks crew started removing large amounts of scrap metal, an abandoned car debris from wooded areas at Taylor Farm. Crew members used the dingo and backhoe to remove the items. This work will continue into July.



Parks crew using the dingo to get the scrap metal and debris out of Taylor Farm

Rose Run Fountain Maintenance

The parks crew members installed new plumbing, valves and a pump at the Rose Run Park fountain behind the library.



Daitan Rood and Rick Goldhardt fixing the fountain

RIGHT OF WAY DIVISION June 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 — Roundabouts

The roundabouts at SR-605/Morse and Main/Market received routine maintenance. The granite cobbles were releveled and grout lines resealed.



*Left: Curtis Reed power washing the granite roundabout at Main & Market
Right: Contractors fixing broken and loose cobblestone at roundabout*

Contractor Management — Sidewalk Leveling

The sidewalk leveling contractors finished the Waterson, Tidewater and Keswick areas. Saunton is currently being leveled and will move on to the Enclave (Snider Loop and Steele Court). Once the completion of the Enclave leveling takes place, the 2024 sidewalk leveling project will be completed.

RIGHT OF WAY DIVISION June 2024

Organizing the Yard

The right of way division organized over 6k brick pavers on the service department lot in anticipation of reusing them for future projects throughout the city.



Brick paver inventory was taken

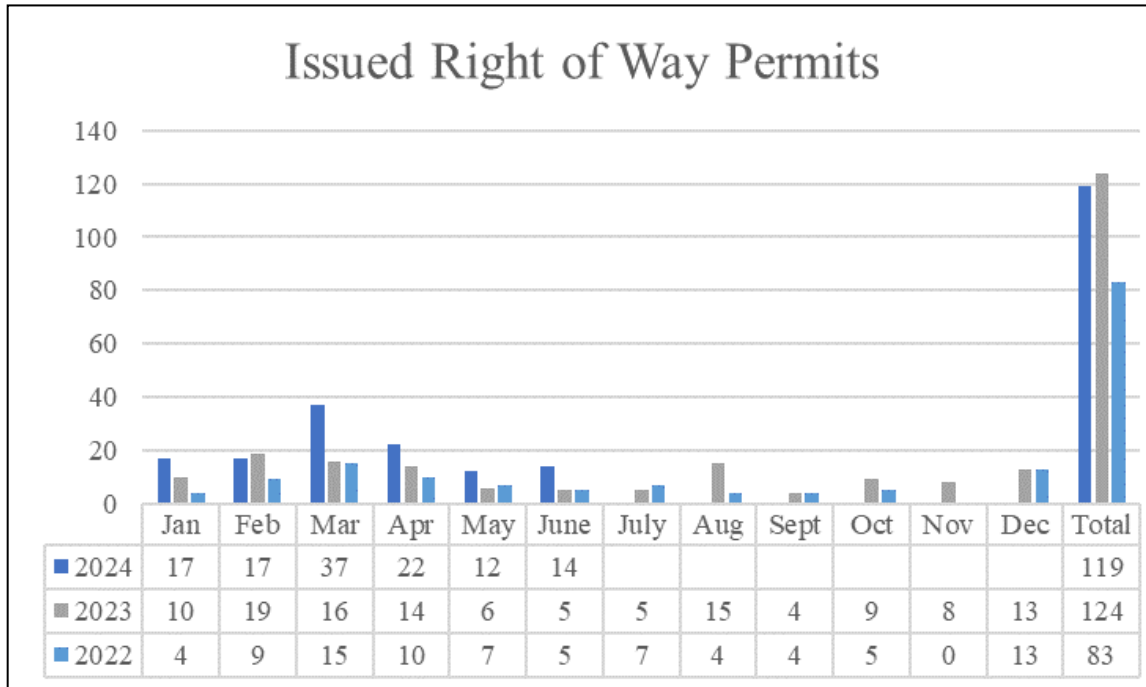
With the active influx of right of way permits, the ROW team is constantly monitoring the contractors in the field. The team ensures contractors run in the permitted path, potholing crucial city utilities, restoring areas the contractors have disturbed, etc. The right of way division currently has 16 permits the team is actively overseeing. Here is the current list:

Active Permits

- | | | | |
|----------------------|--------------------------|-----------------------------|------------------------------|
| • Summit IG 131.1-23 | (605/New Albany Rd E/CC) | • Spectrum (Old) | (Innovation Campus Way West) |
| • Summit IG 141.1-23 | (Beech Rd) | • Spectrum 61.0-24 | (Central College) |
| • AT&T 27.1-24 | (Hampsted/Brooksvew) | • Everstream 25.0-24 | (605/NARdE) |
| • AT&T 63.0-24 | (8111 Smith's Mill) | • Everstream Trails (3) | |
| • AT&T 65.0-24 | (Brandon) | • Everstream 76.0-24 | (Beech Rd) |
| • AT&T 75.0-24 | (8200 Smith's Mill) | • Columbia Gas 79.0-24 | (Waterson) |
| • AEP 42.1-24 | (Innovation) | • Columbia Gas 37.0-24 | (605) |
| • AEP 116.1-23 | (Worthington Rd) | • Verizon 29.1-24 & 60.1-24 | (605) |

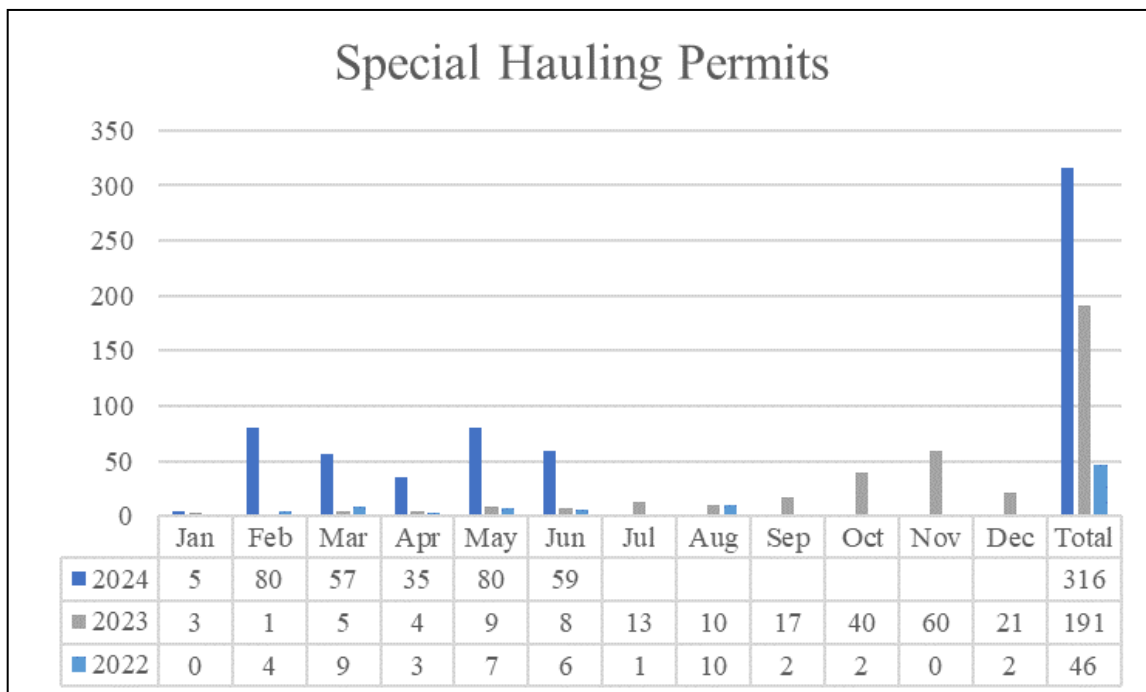
RIGHT OF WAY DIVISION June 2024

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.

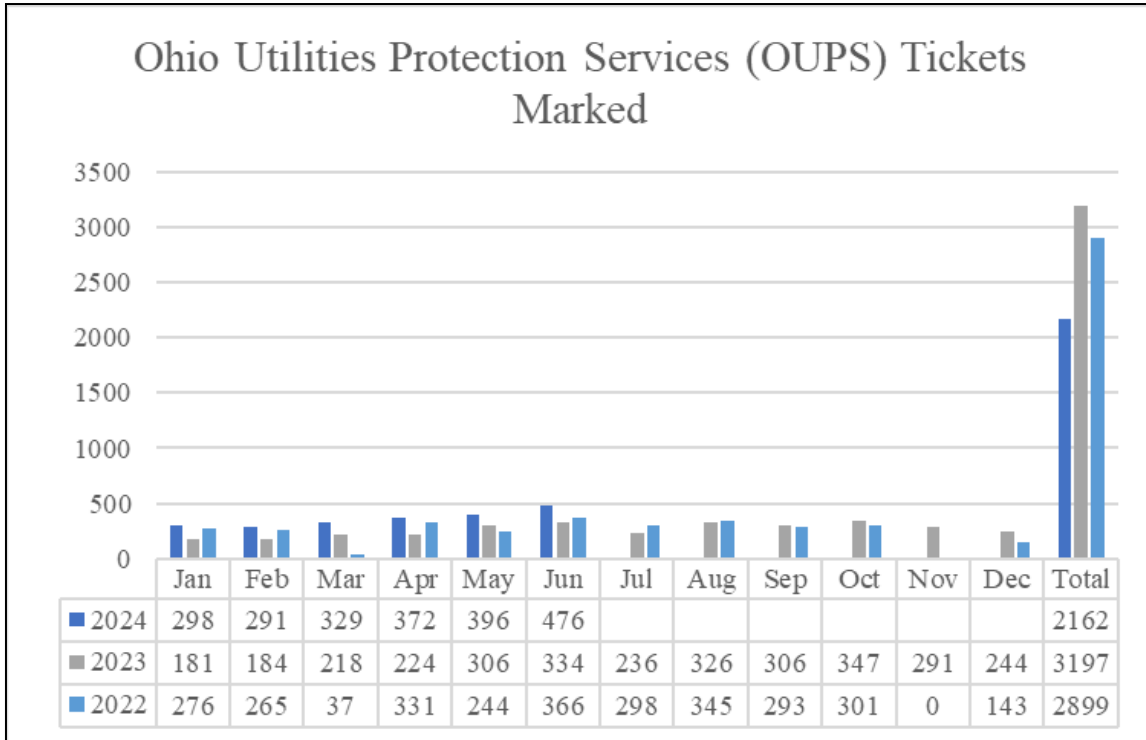
Special Hauling Permits



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'.

RIGHT OF WAY DIVISION June 2024

Utility Locating (OUPS)



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

FORESTRY DIVISION

June 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

Contract pruning is complete on Triplett Sq. and Brooksvew Dr., and the next streets are Holkham, Antmon Round and Pickett Pl. The forestry team pruned trees to clear obstructed signs on US 62, State Route 605, Dublin Granville, Central College and the Village Center.

Removal

The forestry team removed two large trees that fell in greenspaces in June. Large trees in our greenspaces occasionally fail when the load on the tree exceeds the structural strength of the tree. In both cases the trees were leaning heavily towards unused areas.



Chase Loughman removes a fallen tree from the paddocks along James River Rd.

FORESTRY DIVISION June 2024

Removal continued...



Mike Cligrow uses the dingo to transport logs to the chipper during removal of a fallen tree in the greenspace between Camden and Millbrook

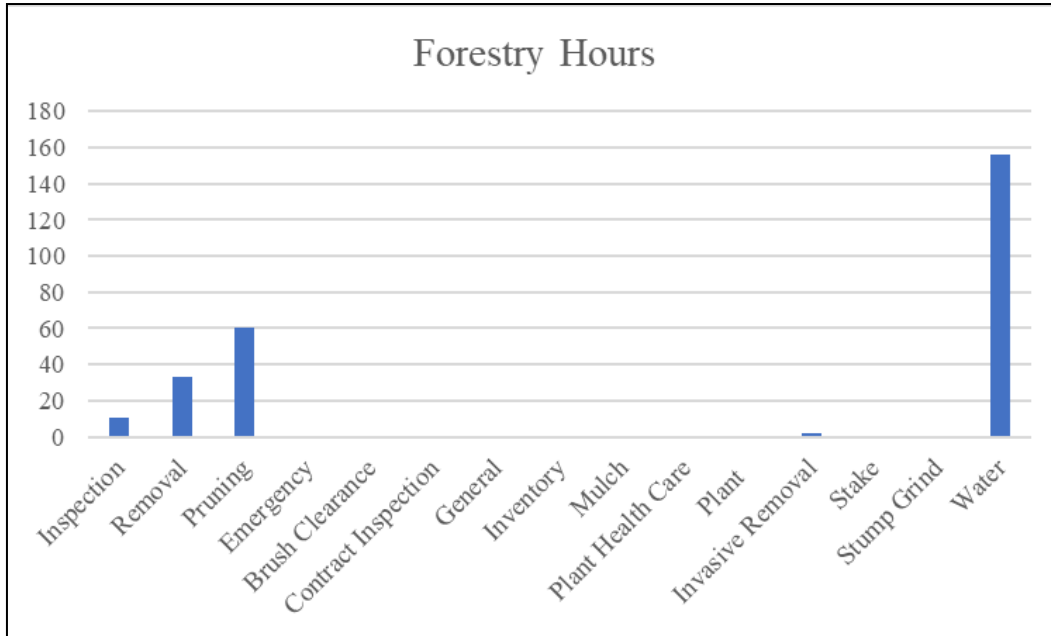
Watering

The forestry team has been watering park and street trees regularly. The recent heat wave stressed many trees, including well established trees and watering was critical to the survival of newly planted trees.

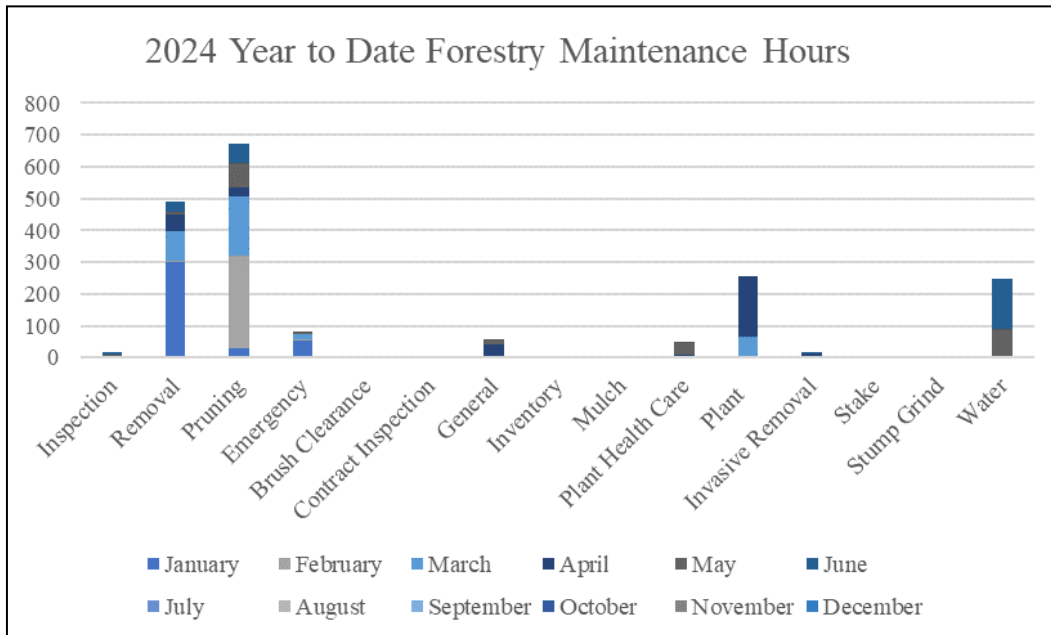
FORESTRY DIVISION

June 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.

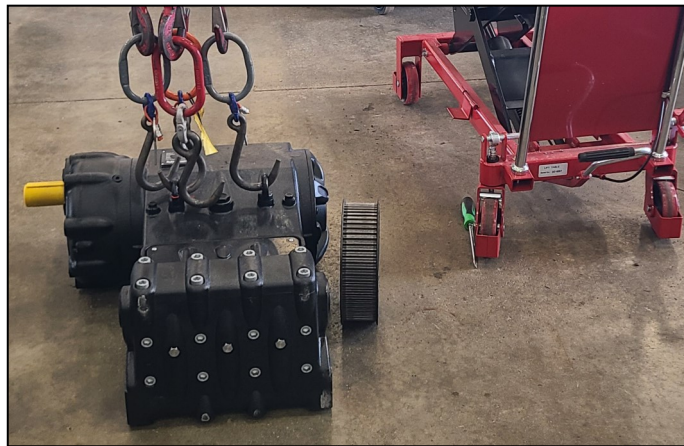
FLEET DIVISION June 2024

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.

Water Pump Installation

A significant project for the fleet crew included installing a new water pump on the sewer vac truck. The crew demonstrated exceptional skills and efficiency, completing the fabrication, welding and installation.



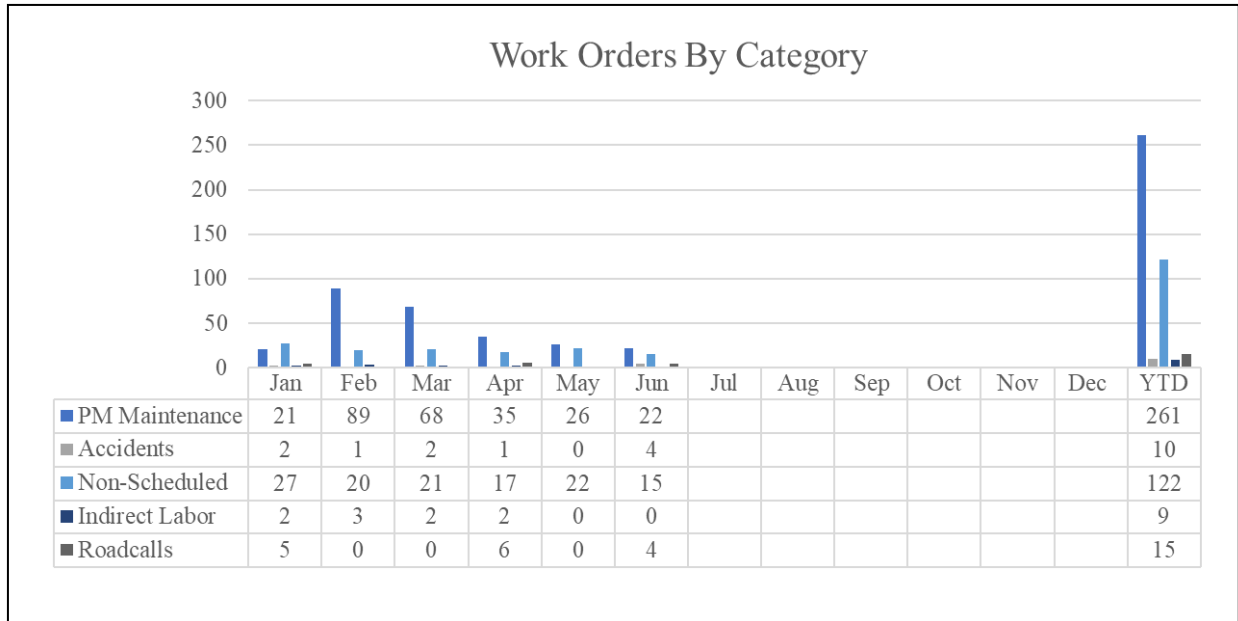
The new water pump hooked up to be lifted on the truck



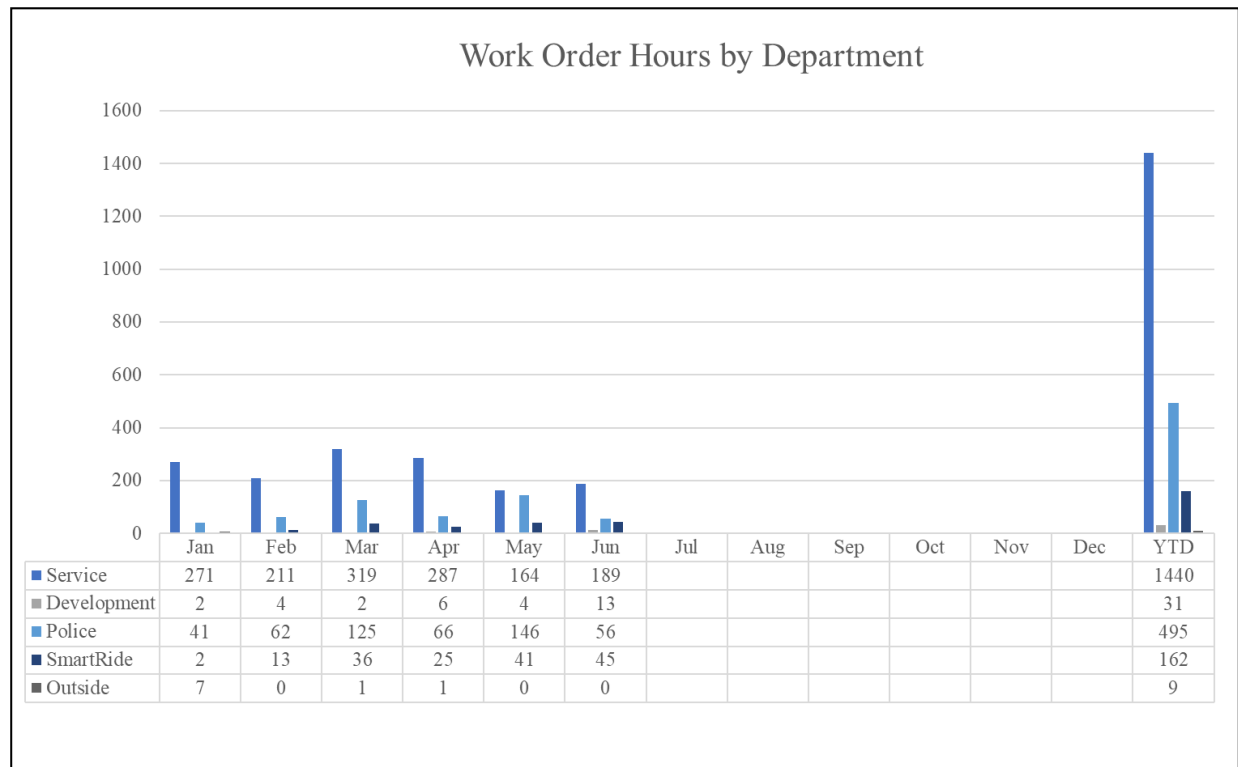
*Left: Before fabrication and welding new part to hold new water pump
Center and Right: After fabrication and welding completed*

FLEET DIVISION June 2024

Fleet Work Orders



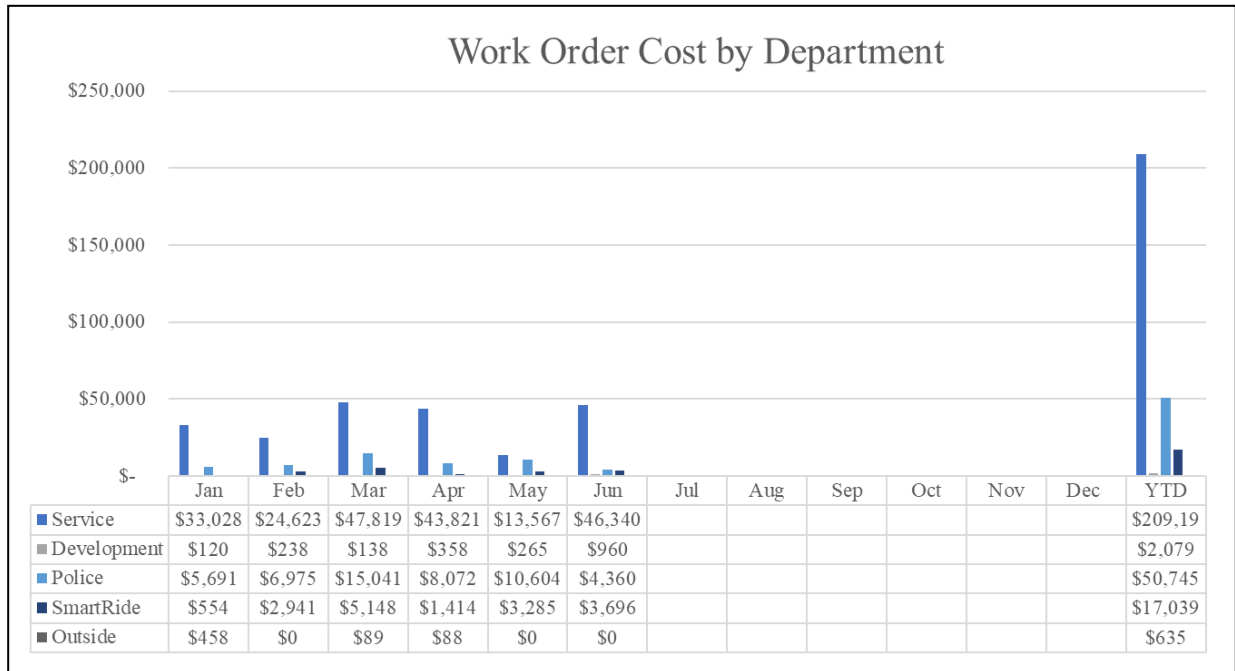
This graph shows the work orders year to date broken down by each category.



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

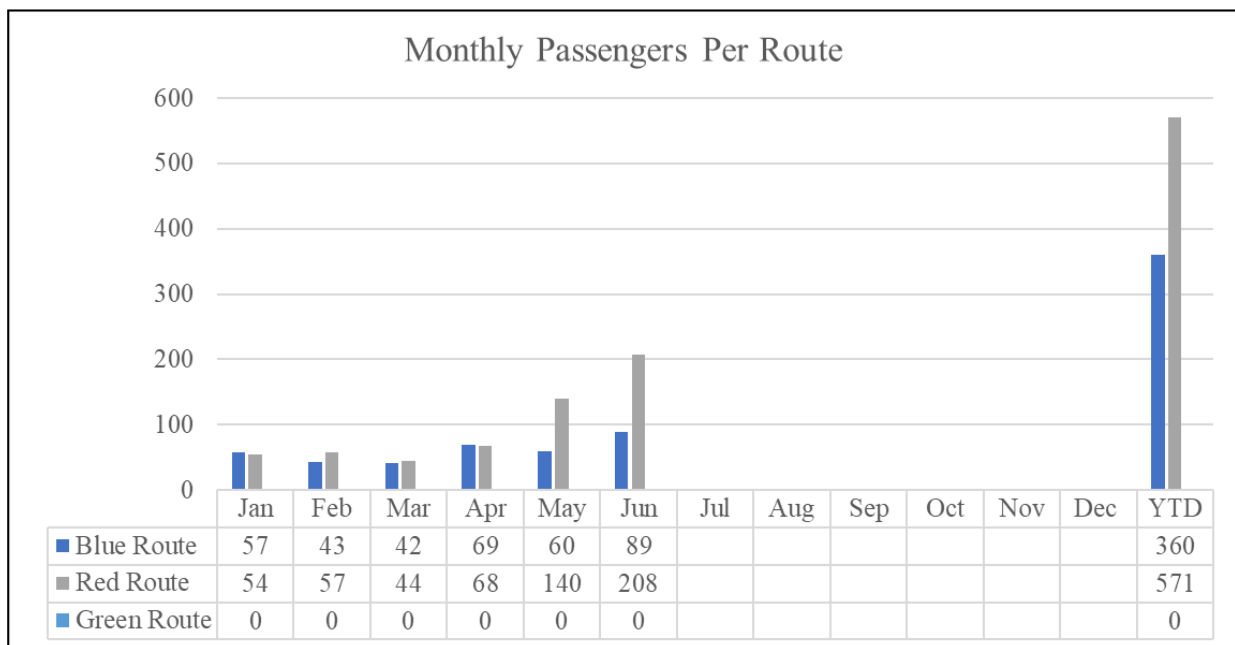
FLEET DIVISION June 2024

Fleet Work Orders continued...



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

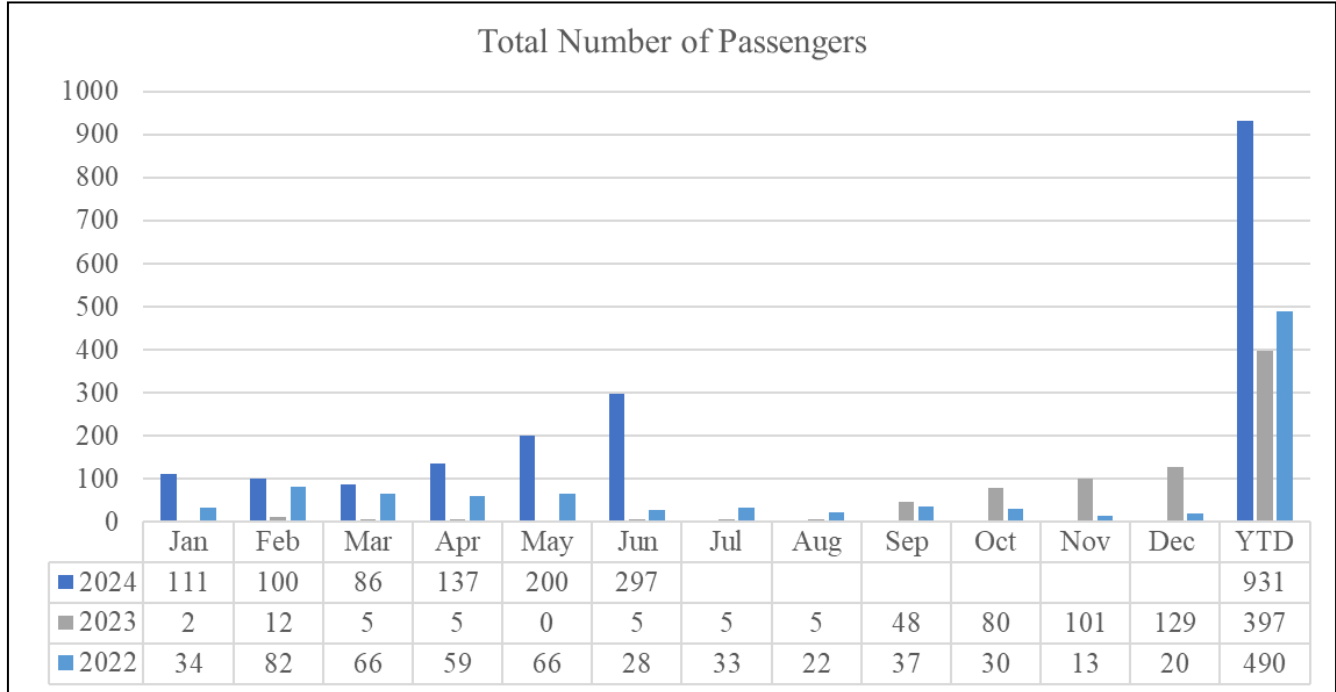
New Albany SmartRide



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

FLEET DIVISION June 2024

New Albany SmartRide continued...



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