

City of Monroe Department of Public Works 2015 Annual Report

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Public Works Department



The Public Works Department has a variety of responsibilities for the City of Monroe. The Department is responsible for streets, parks, storm water utility, water utility, cemeteries, right-of-way inspections, facilities maintenance, and infrastructure maintenance and improvements. The Public Works Department strives to make the City of Monroe a well maintained and clean community to live in.

This report highlights some of the daily activities as well as a few of the projects the Department was involved in throughout 2015.

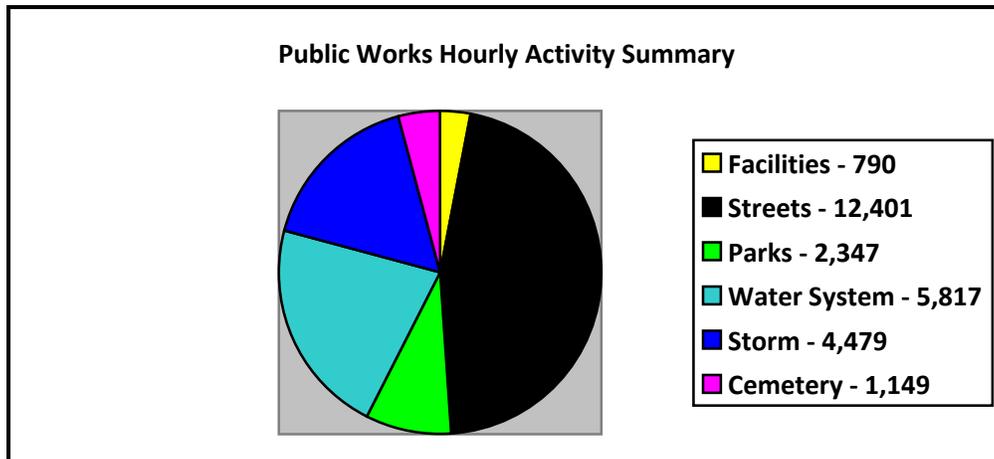


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Staffing

Warren Barnes was hired to replace Gary Morton, who resigned in July 2015, as the new Superintendent for the Public Works Department. Below is a list of employees within the Public Works Department and labor hours according to the different divisions.

<p>Director of Public Works Public Works Administrative Assistant Engineering Technician Superintendent Street Division Crew Leader Street Division Crew Leader Street Division Crew Leader Operator/Laborer Operator/Laborer Operator/Laborer Operator/Laborer Operator/Laborer Operator/Laborer Operator/Laborer Operator/Laborer Operator/Laborer Utilities Division Crew Leader Operator/Laborer Operator/Laborer Operator/Laborer</p>	<p>Daniel J. Arthur, P.E. Gina Hugar Jordan Parker Warren Barnes Brian Perkins Jason Holbrook Darren Murphy Allen Lawless William Hampton Dennis Moore Matt Presley Zach McNutt Jason Bedwell Shane Propps Travis Rice Delbert Playforth David Williams Eddie Neace Tom Duvelius</p>
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Staffing Level History			
2001	2004	2009	2015
15 Operator/Laborers	10 Operator/Laborers	15 Operator/Laborers	15 Operator/ Laborers
2 Superintendents	1 Superintendent	2 Superintendents	1 Superintendent

Street Division

The Street Department is responsible for the maintenance of over 240 streets totaling approximately 200 lane miles of pavement in the City. Other responsibilities include ditch grading, pothole repairs, painting, trash pick-up, sign maintenance, vehicle maintenance, mowing, and facility maintenance.



Below is a list of some of the major projects that the Street Department completed in 2015:

- Repaired numerous street cuts from water repairs
- Performed pot hole repairs
- Roadside mowing and weed eating
- Various sidewalk and driveway inspections
- The Richard J. Conie Co. added 1 new section (Section 5) to Wyandot Woods Subdivision
- Deerwalk (Formerly KRW Communities) continued making improvements in preparation for a new section of homes
- Completed the 2015 pavement rehabilitation project:
This project included the milling and resurfacing of 3 streets, the Route 4 Fire House parking lot, 1 alley and the walking path at Monroe Crossings Park. All of the streets were improved by milling out the old asphalt pavement and replacing it with new asphalt. Along with resurfacing the streets, any and all pavement markings were replaced on the improved streets. The following streets were included in the 2015 pavement rehabilitation project:
 - Deneen Avenue from Britton Lane west to the dead end
 - Valleybrook Drive from cul-de-sac to cul-de-sac
 - Meadowood Drive from Hollybrook Drive to the new subdivision pavement joint
 - Route 4 Fire House parking lot and entrance
 - Alley located East Avenue and Old Street, north of East Elm Street
- Completed a pavement rehabilitation project on Carson Road between South Main Street and the City Corporation Limit. This project consisted

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of widening the existing street, installing new water services and connecting them to the new main that was in place. This project also included installation of curb and gutter on the north and south sides between the project limits, new drive aprons for residents, where needed, new storm structures and new storm piping, new signing and new striping.

- Began working on a pavement rehabilitation project on Britton Lane between Todhunter Road and Macready Avenue. This project includes widening of the existing pavement, installation of a new water main with new residential water services, installation of new storm structures and storm piping,
- Purchase new heavy equipment for the department
 - Snow Plow truck
 - Articulated Wheel Loader
 - Skid Steer Loader
 - Backhoe for the Water Division
 - Mini Excavator for the Storm Division
- Snow Removal – We battled 7 snow and ice events during 2015 using 1638 labor hours and 1267 tons of salt to treat the streets. The breakdown per month is as follows:
 - January 331 labor hours and 332 tons of salt
 - February 847 labor hours and 599 tons of salt
 - March 460 labor hours and 336 tons of salt



Storm Water Utility Division



The United States Environmental Protection Agency (USEPA) requires that steps be taken to aggressively prevent storm water pollution and control runoff to improve water quality. In order to meet the mandates of the USEPA the City implemented a Storm Water Utility and a Storm Water Management Plan. The Storm Water Utility helps manage water runoff and reduce pollution entering the waterways.

Below is a list of tasks completed in 2015 to continue to comply with the requirements of this unfunded mandate:

- Performed leaf pick-up in the fall.
 - Removed 1,325 cubic feet of leaves with approximately 802 man hours of work.
- Completed the street sweeping program in 2015.
 - Removed 300 cubic yards of debris with approximately 510 man hours of work.
- Replaced the culvert under Valleybrook Drive with elliptical Reinforced Concrete Pipe (RCP), replaced the headwalls on the inlet side and outlet side and placed rip rap around the inlet and outlet.
- Replaced storm sewer catch basins with the 2015 Resurfacing project.
 - Deneen Avenue from Britton Lane to the dead end
 - Valleybrook Drive from cul-de-sac to cul-de-sac
- Replaced 10,352 Square Feet of failing retaining wall along Miller's Creek along N. Union Road (See Pictures above)

Parks Division



The City now has five active parks. They consist of Whispering Oaks, a small neighborhood park on Oaklawn Drive (1.7 acres), the Monroe Community Park (55 acres), the Monroe Crossings Park (27 acres) and the Veterans Memorial Park (1.1 acres). The Parks Division is responsible for the operation, maintenance, and development of City Parks. Daily activities include mowing, trash removal, restroom and facilities maintenance, and equipment maintenance.

In the summer the City hosted three "Movie in the Park" events. "Big Hero 6" was the first movie of the season and was shown on June 5th. In July 17 we played the movie "Paddington". For the final movie of the summer we showed "Paul Blart Mall Cop 2" on August 22nd. The concession stand was open for these events and provided refreshments along with other local organizations.

The Monroe Lions Club organized the annual Fourth of July Festival at Community Park. The event was well attended by people of all ages. It consisted of food vendors, crafts, games, music, and ended with a large firework display.

The Historical Society hosted one event at Community Park this year. On September 18th they sponsored the third annual Cruise-In car show. It was very well attended with 66 cars participating.

The City of Monroe began the process of developing a Park System Master Plan. The Park System Master Plan will establish needs and set clear priorities for our existing park land as well as any future park development. Brandstetter Carroll Inc. was selected to assist the City with the completion of this project. The project will continue through the beginning of 2016.

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Below is a brief summary of the projects that were completed at our parks in 2015:

Monroe Crossings Park

- 401 man hours were spent mowing and weed eating this park
- Continued over seeding the playing fields of Monroe Crossings Park
- Continued the fertilization and weed control program
- Sealed and stripped the parking area
- Installed drainage improvements and curb along the South side of the parking lot
- Resurfaced the walking path and added two additional inches of asphalt to the surface

Community Park

- 784 man hours were spent mowing and weed eating this park
- Installed new fixtures in restrooms along with a new drinking fountain
- Continued the fertilization and weed control program
- Hosted 3 “Movie in the Park” events
- Hosted the Fourth of July festival
- Hosted the third annual Cruise-In car show
- Installed new drainage system around the Concessions building
- Installed new drainage system and under drains along the Old Street entrance
- Resurfaced the Old Street entrance

Monroe Crossing Striping



Monroe Crossings Walking Trail



Water Utility Division



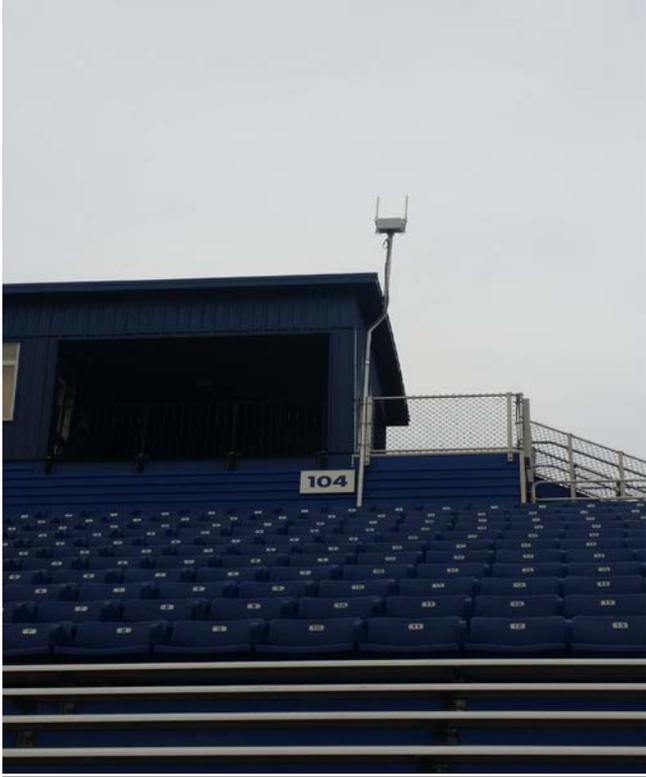
The City of Monroe Water Utility consists of four water towers, over 4,600 meters, 790 fire hydrants, and 416,000 linear feet of water main. The water Division is responsible for the operation and maintenance of this infrastructure. Daily activities include equipment repair, meter installations, meter readings, water shut off's, inspections, testing, regulatory reporting, and locating water lines.

Projects and improvements completed for 2015 include:

- Continued a water meter replacement project, in-house, that replaced a meter reading system that the FCC would no longer allow the City to use after December 31, 2012.
 - The City currently has two different meter reading types. We are continuing toward our goal of having one fixed base reading system for the entire City.
- Completed the construction of a 1 million gallon elevated storage tank on North Main Street.
 - The construction began in the summer of 2013 and was completed in the Fall of 2015.
 - This is a composite style tank with the column of the tank being made of concrete and the 'bowl' portion of the tank constructed of steel.
- Continued painting fire hydrants on the south side of the City
- Installed a new water main along Britton Lane from Todhunter Road to Macready Avenue with the Britton Lane Improvements Project.
- Repaired 10 water main breaks and 4 service lines throughout the water distribution system.
- Continued using a Wachs Valve Maintenance trailer to repair damaged valve boxes throughout the community and began a valve exercising program.
- Tied in the water mains and 29 water services along Carson Road to the new 12" water main during the Carson Road Improvements project
- Replaced 23 shut off valves that have were broken throughout the community.

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- Installed three new gateways for our fixed based water meter reading system. Two of them were damaged by lightening and needed to be replaced and the other one was installed to pick up the readings of additional meters in the area near the High School (see picture below).



Cemetery Division



The City is responsible for the North Monroe Cemetery, the Mound Cemetery, and the Amanda Cemetery in Lemon Township. The normal activities include: opening and closing of grave sites, dirt work, seeding, tree trimming, collecting debris, selling and recording lots, and pouring foundations for the headstones.

Activities completed for 2015 include:

- 33 burials performed
 - 20 burials at North Monroe Cemetery
 - 13 burials at Mound Cemetery
- 24 plots sold
 - 17 sold at North Monroe Cemetery
 - 7 sold at Mound Cemetery
- 25 foundations poured
- Bid and contracted out the mowing of the cemeteries
- Prepared the grounds for Veterans Day and Memorial Day activities
- Continued the removal of dead trees from both cemeteries that we were concerned may fall and damage head stones