



City of Pataskala
Alan W. Haines, P.E., Public Service Director
Public Services Report to Council

➤ **COVID-19 Response and Measures**

1. Public Service Department Operations
 - a. Personnel hours have been reduced to essential and emergency functions
 - i. Some essential items include: road checks and removal of objects from roadway, potholing, maintenance of critical infrastructure, maintaining drainage, and emergency response
2. Budget
 - a. With the uncertainty of the current situation and what financial impact it will have, the PSD has reduced spending to preserve budget. The following items are being postponed or are being considered for postponement or cancellation in the 2020 budget:
 - i. Pataskala Safe Travel Plan, Phase III
 1. Bid postponed
 2. Project value = \$150,000
 - ii. Taylor Road Storm Sewer
 1. Bid will continue; however, the City has no obligation to award and 60 days after bid to make a decision.
 2. Project value = \$300,000
 - iii. Seasonal Employees
 1. The PSD budgeted for 2 seasonal employees, but will not fill these positions in 2020.
 - iv. Crew Leader Position
 1. PSD is requesting continuation of creation of the positions, with the caveat that one of both will be filled in-house, and no additional hires to fill or back-fill will be made in the foreseeable future.
 - v. In-house projects
 1. Planned in-house projects are being postponed, which will result in material savings.
3. Critical projects
 - a. It is recommended that the following projects move forward without delay:
 - i. Town Street Trunk Sewer
 - ii. 2020 Streets Program

➤ **Flooding Event of March 20th**

1. Please note the following:
 - a. Licking County EMA has estimated this as a 500-year flood event.
 - i. The Port Authority in Heath measured 5.48” of rain in 7 hours.
 - b. The PSD addressed several berm washout areas, and removed debris from several partially plugged culverts, but no critical infrastructure failures occurred.

- c. The PSD is still working through calls, emails, and investigations of approximately 40 reports of drainage issues.
 - i. The PSD will do our best to investigate and respond to all reports, but note that some of these will not have an answer, other than that it was a 500-year storm.
- d. Log Jams
 - i. Three bridges have been discovered to have log jams on them:
 - 1. Key Blvd bridge
 - 2. Municipal Park walking path bridge
 - 3. Creek Road bridge
 - ii. H&H clearing will provide proposals for each, and removal will be scheduled as soon as possible.
 - 1. Note that the PSD does not have the training or the resources to complete this work safely.
- e. Culverts
 - i. During investigation, it has been discovered that 2 culverts are in need of replacement that were not previously on the radar. Those are:
 - 1. 48” culvert on West Avenue in the Blanche addition.
 - a. This culvert issue was discovered when a sinkhole was reported in the roadway. A temporary repair has been made, but it is critical that this culvert be replaced within the next few months.
 - 2. 48” culvert on Cable Road just east of Mink St.
 - a. This culvert is showing section loss at the water line and is recommended for replacement within the next year.
 - ii. Budget
 - 1. As the options for other budgeted culvert replacements scheduled for this year have been investigated, some changes have been made which will allow for the above projects to be fit into this years’ budget while still making necessary improvements that were scheduled.

➤ **Ordinance 2020-4362**

- 1. Addition of Crew Leader positions
 - a. Current Staffing
 - i. 1 Supervisor
 - ii. 7 Crew Members
 - b. Proposed Staffing
 - i. 1 Supervisor
 - ii. 2 Crew Leaders
 - iii. 6 Crew Members
- 2. Reasoning
 - a. Provide clear chain of command, increased potential for upward mobility, and additional staff to be able to complete more tasks.
- 3. Approvals
 - a. Job description approved by PBR.
 - b. Union tentatively agreed to position and will be included in contract by MOU.
- 4. Current
 - a. 2nd Reading

- b. Propose moving forward with creation of positions and planning to fill one or both from within and hold on filling 2nd position or backfilling position until a more appropriate time.

➤ **Ordinance 2020-4363**

1. Supplemental

a. Request

- i. \$200,000 from savings in the Street Fund
- ii. \$650,000 = Original budget
- iii. \$850,000 = Proposed budget

b. Application

- i. 2020 Streets Program
- ii. The actual treatments needed to achieve the desired life spans of the planned roads are more extensive than originally anticipated.
- iii. Also, the additional funding would allow for repaving of Melody Lane, which would complete all paving within the Oak Haven subdivision.

c. Justification

i. \$300,000 savings used for Town Street

- 1. This savings was the difference between the 2019 actual budget versus purchase orders that were pulled.
- 2. This means that of the planned budget, \$300,000 was not encumbered, and was returned to the Street Fund carryover balance.
- 3. This was not included in the planned carryover balance, as this was assumed to be spent when planning for the 2020 budget.

ii. Additional savings

1. \$250,000+

- a. This savings is in addition to the above and comes from purchase orders that have been closed in 2020, after the 2019 year-end report. The budget process and the year-end reporting assumes that all money on all open purchase orders will be spent.
- 2. Purchase orders are typically left open for a fair amount of time after a project or expenditure to ensure that all invoicing has been captured. For some projects, specifically State funded/ran projects, we will leave the purchase orders open for long periods of time and up to a few years.
- 3. Accordingly, this savings is not only from the 2019 budget, but also from money in previous years' budgets.
- 4. The majority of this savings comes from two projects:
 - a. 2018 Streets Program
 - i. This PO was recently closed at a value of \$119,000
 - b. Mink Street, Phase II
 - i. Two PO's were recently closed at a total value of approximately \$105,000.
 - ii. Verification that all project costs for these items have been closed out was just recently received from ODOT (Railroad work and Appraisal work).
- 5. Also note, that there is \$37,000 of savings from the 2019 Streets Program that is not factored into this savings, as that PO will remain open until

restoration work is satisfactorily complete and retainage is paid, although all billable work has been completed.

- d. Current
 - i. 2nd Reading
 - ii. The PSD has on-going coordination with the Street Committee, the Administrator, and the Finance Director to cut back on spending and postpone or cancel projects as needed; however, it is strongly recommended to proceed with the proposed plan for the paving program and make cuts elsewhere in the budget.

➤ **Town Street Trunk Sewer Project**

- 1. Project Purpose
 - a. This project is in response to the plugged tile on Vine Street that is causing storm sewer back-ups in the area.
 - b. This project is a long-term solution that will alleviate the need for the over 1000' of storm tile that is currently on private property without easements by installing new storm sewer within the right-of-way to capture the drainage upstream of the plugged section
- 2. Current Items
 - a. Construction
 - i. SpenCo Excavating will commence work on Monday, April 6th.
- 3. Schedule
 - a. Contingent on weather, it is expected that the sewer will be operational in early May.

➤ **Pataskala Safe Travel Plan, Phase III**

- 1. Current Items
 - a. Bidding of this project has been postponed due to the uncertainty of the financial impact of the COVID-19 pandemic.
 - b. Budget value = \$150,000

➤ **Taylor Road Drainage Project**

- 1. Current Items
 - a. The bid opening for this project will be postponed until April 23rd.
 - b. This project may be postponed due to the current situation.
 - c. Budget value = \$300,000

➤ **Intersection of Broad Street and Summit Road**

- 1. Project Purpose
 - a. Through the process and results of the Intersection Safety and Capacity Study, and working with the Street Committee, it has been determined that the intersection of Broad Street and Summit Road will be first on the list of intersections for improvement.
 - b. Improvements will include:
 - i. Adding turn lanes to the north and south bound approaches.
 - ii. Adding protected left-turn phases to all approaches.
 - iii. Widening the intersection to accommodate a five-lane section on Broad Street.
 - iv. Adding mast-arms and replacing all signal components.
 - c. Challenges
 - i. The City will need to acquire right-of-way to accommodate the improvements.

- ii. The project will have a significant price tag.
- 2. Budget
 - a. With the large cost of this project, funding it from within the Street Fund is not a realistic scenario; accordingly, State and Federal funding will be sought.
- 3. Schedule
 - a. Spring 2020 – Apply for ODOT Safety funds
 - b. Summer/Fall 2020 – Begin design
 - c. 2021/2022 – Finalize design and acquire any necessary right-of-way.
 - d. 2022/2023 - Construct
- 4. Current items
 - a. Study and Application have been submitted to ODOT.

➤ **2020 Streets Program**

- 1. Project Scope
 - a. The following streets are planned as part of the base bid:
 - i. Pat Haven Drive
 - ii. Mill Street – Columbia Road to the bridge over the Muddy Fork
 - iii. Creek Road – Bridge over the South Fork to the Corporation Limit
 - b. The following Streets will be designed and included in separate alternate bids
 - i. Blacks Road
 - ii. Melody Lane
 - iii. Mill Street – Main Street to the bridge over the Muddy Fork
 - iv. Columbia Road – Mink Street to Broad Street
 - v. Columbia Road – Broad Street to Refugee Road
- 2. Schedule
 - a. Bid opening is scheduled for April 7th.
 - b. Bid opening will be conducted via web conference.
- 3. Budget
 - a. Planned construction budget is \$650,000
 - b. Requested budget with the above supplemental request is \$850,000
- 4. Recommend proceeding as planned with other savings available in the budget.

➤ **Main Street Project**

- 1. Current items
 - a. AEP work is in progress.

➤ **Mink Street Phase II Project**

- 1. Schedule
 - a. All work believed to be complete.
- 2. Budget
 - a. The project is believed to be over budget.
 - b. ODOT has not tallied final quantities, and has not given us an estimated final value.
 - c. Updates will be provided as they are available from ODOT.

➤ **Taylor Road Path Project**

- 1. Schedule
 - a. All work believed to be complete.
- 2. Budget
 - a. The project is believed to be over budget.

- b. ODOT has not tallied final quantities, and has not given us an estimated final value.
 - c. Updates will be provided as they are available from ODOT.
- 3. Safety Fence
 - a. Work is in progress.

➤ **Oak Meadow Drive Improvements Project**

- 1. Current Items
- 2. Schedule
 - a. The contractor will return in the spring to finalize the project including grading and seeding, sidewalk, and driveway repairs.
 - b. April-May time frame is anticipated for return, as dry weather will be needed to complete grading work.

➤ **Pataskala Safe Travel Plan, Phases I and II**

- 1. Current Items
- 2. Schedule
 - a. Punch-list work is in progress.

➤ **Public Service Department (PSD)**

- 1. Roadway Maintenance
 - a. The PSD continues to patch potholes and berm as needed. Spot repairs with paving equipment, Potholing, Crack sealing and Dura-patching operations will continue as time and weather permit.
 - i. Recently completed projects include:
 - 1. Crack Sealing
 - 2. Dura-patching
 - 3. Berm
 - a. Several berm wash-outs repaired after March 20th flooding.
 - ii. In progress and upcoming projects include:
 - 1. Dura-patching
 - a. Will resume when weather permits in 2020.
 - 2. Crack Sealing
 - a. Will resume when weather permits in 2020.
 - 3. Berming
 - a. Throughout the City as needed.
 - b. Alley Maintenance
 - i. Bi-annual maintenance of adding stone and dragging alley's is complete.
- 2. Stormwater Management
 - a. The PSD continues to work with the community to identify areas of poor drainage and employ responsible solutions to mitigate them.
 - i. Large scale efforts are included in CIP and coordinated with Streets Committee
 - ii. Small scale efforts are addressed administratively
 - b. The PSD continues to make efforts to improve and restore drainage by conducting ditch cleaning and culvert replacement operations as weather permits.
 - i. Recently completed projects include:
 - 1. Tile and culvert installation/repairs

- a. Piped-in 220' of ditch-line with 24" pipe on Cable Road to prevent road subsidence due to the close proximity of the ditch to the road.
 - 2. Ditch cleaning
 - 3. Catch Basins
 - 4. Storm sewer maintenance
 - ii. In progress and scheduled projects include:
 - 1. Extend culvert at Havens Corners and Dixon Road.
 - c. PSD personnel pumping on Vine St. 2-3 days out of an average week.
- 3. Bridges
 - a. Bridge Asset Management
 - i. A 5-year CIP has been drafted based off of the maintenance recommendations provided in the inspection report completed by Stone Engineering.
- 4. Miscellaneous
 - a. Right-of-ways
 - i. Mowing
 - 1. Mowing will resume as needed in 2020.
 - ii. Tree Removal
 - 1. The PSD has been, and will continue to identify and remove dead and diseased trees within the right-of-way.
 - a. Trees recently removed/trimmed:
 - b. Trees scheduled to be removed/in progress:
 - i. Along the south side of Broad Street on either side of Oxford Drive.
 - iii. On-going street-light replacement around the City.
 - iv. Snow Removal
 - 1. As needed.
 - b. Traffic Signal Maintenance
 - i. As a yearly maintenance item, the PSD has all signals and associated equipment inspected and serviced.
 - 1. 2020 inspections will be scheduled to be complete by March.
 - ii. The PSD will work toward standardizing equipment at all signals for ease of maintenance and minimization of delays when equipment failures occur.
 - iii. The PSD is currently working to identify outdated and failing signal control equipment. Money is budgeted in 2020 for this endeavor, and work is planned to continue. This is necessary to prevent signal operation failure.
 - 1. Case in point – The conflict monitor for the traffic signal at Oxford and Broad failed on Saturday, March 28th failed; fortunately, a spare monitor was on hand and available for immediate repair. A new conflict monitor is on order, and the spare will be returned to stand-by.
 - c. Tornado Sirens
 - i. The PSD observes operation of all sirens on the first Wednesday of every month to ensure that they are functioning properly.
 - 1. All sirens will be observed to be operational on Wednesday, April 1st.
 - d. Licking County Health
 - i. Mosquito spraying
 - 1. 3 sprays to be coordinated with Licking County Health Dept. for 2020.

- ii. Woodside Drive
 - 1. Septic inspections with residents on Woodside Drive for compliance is in progress.
- e. Development
 - i. Legacy Estates – Phase 3
 - 1. Residential construction in progress.
 - ii. Legacy Estates – Phase 4
 - 1. Public infrastructure work in progress.
 - iii. Broadmoore Commons – Phase I
 - 1. Accepted, residential construction in progress.
 - iv. Reserve at Hazelwood
 - 1. Accepted, residential construction in progress.
 - v. Hazelwood, Section 5, Part 1
 - 1. Accepted, residential construction in progress.
 - vi. Heritage Town Center
 - 1. Phase 1 - Accepted
 - 2. Phase 2 - Engineering plan review in progress.
 - vii. Ravines at Hazelwood, Part 3
 - 1. Accepted, residential construction in progress.
 - viii. Hazelwood 4-1, 5-2, and 6-1
 - 1. Accepted, residential construction in progress.
 - ix. Broadmoore Commons, Phase 2
 - 1. Accepted, residential construction in progress.
 - 2. Surface course asphalt will be placed within the subdivision in the spring of 2020.
 - x. Broadmoore Commons, Phase 3
 - 1. Accepted, residential construction in progress.
 - xi. Hazelwood North
 - 1. Coordination with the developer is ongoing for planning.
 - 2. City Administration and Harrison Township representatives have a coordinated and have a mutual understanding for details on work within the Township that is related to this project.
 - xii. Broadmoore Commons, Phase 5
 - 1. Accepted, residential construction in progress.
 - xiii. Heron Manor
 - 1. Engineering plan review is complete.
 - 2. A pre-construction meeting is anticipated to occur shortly following approval of the final development plan.
 - xiv. Sage Pointe (Summit and Cleveland)
 - 1. Planning is in progress.
 - xv. Broadmoore Commons, Phases 4 and 6
 - 1. Construction in progress.
 - xvi. Broadmoore Commons, Phase 7
 - 1. Engineering plan review is in progress.
- f. Parks
 - i. Municipal Park Trail

1. The river has washed out along the walking path bridge.
 2. The PSD will coordinate with the Parks Dept. for repairs.
- g. Community Events and Inter-departmental coordination