



2017 Annual Report to Council

*Presented by Joe Kempe
Public Works Director
June 19, 2018*

MISSION STATEMENT

The Mission of the Public Works Department is to provide the residents of Sharonville the best overall services for a better way of life. Through these services, the Public Works Department is committed to keeping the City of Sharonville clean, attractive and a desirable place to live and do business.

INTRODUCTION

The employees of the Public Works Department take pride in their work and make every effort to provide quality services for the residents of Sharonville. These services include: street, curb and sidewalk maintenance; storm water maintenance; park maintenance; street sweeping and snow removal; supervising trash and recycling collection; special brush & junk collection; facilities maintenance; and helping residents solve problems by offering suggestions or solutions.

PERSONNEL

Name	Public Works Position	Hire Date	Years of Service
Andy Baur	Sr. Housing Maint Manager	12/4/2006	11.00
Billy Aven	Senior Operator	9/8/2015	2.25
Matt Baum	Senior Operator	9/28/2015	2.25
Jason Beatty	Senior Operator	10/22/2012	5.25
Randy Bernhardt	Senior Operator	7/1/1988	29.50
Lori Bishop	Administrative Clerk	5/20/1996	21.50
Mike Carlson	Maintenance Manager	4/17/2000	17.75
David Fuersich	Senior Operator	5/13/2013	4.50
Tom Graves	Senior Operator	3/1/1997	20.75
Joe Kempe	Public Works Director	9/5/2011	6.25
Michael Leach	Senior Operator	7/23/2007	10.50
George Joe Lisi	Senior Operator	4/11/2016	1.75
Rick Ostendorf	Mechanic	3/22/1999	18.75
Harry Schmeusser	Street Operations Specialist	12/1/2014	3.00
John Schroeder	Senior Operator	2/11/2013	4.75

Average Years of Service in PW Division as of 12/31/17 **10.15 years**
 (Excludes Joe Kempe and Lori Bishop)

Name	Parks Maintenance Position	Hire Date	Years of Service
Randy Elder	Maintenance Manager	03/03/2003	14.25
Rick Hamm	Maintenance Operator	07/24/1978	39.50
Richard Harmon	Permanent Part Time	11/25/2000	17.00
Thomas Ryan Hoerst	Maintenance Worker	08/28/2017	.33
Bryan Huff	Maintenance Operator	09/08/2008	9.25
Scott Lindner	Maintenance Operator	06/25/2001	16.50
Bill Slater	Maintenance Operator	10/16/1997	20.25

Average Years of Service in Parks Division (Full Time) as of 12/31/17 **16.68 years**

Service Awards for 2017:

- 5 years of service (2012 hire) – Jason Beatty
- 10 years of service (2007 hire) – Michael Leach
- 20 years of service (1997 hire) – Tom Graves & Bill Slater

PUBLIC WORKS EQUIPMENT INVENTORY

HIGHWAY EQUIPMENT

<u>No.</u>	<u>Description</u>	<u>Service Date</u>	<u>Condition</u>
1	Ford F350 Pickup Crew Cab with plow & salt spreader	2017	Excellent
2	International Diesel Dump Truck Model 7400 SFA 4x2 (SA 525), 8 CY	2013	Excellent
3	Freightliner Dump Truck M2-106 R-Series 23-161 8 CY	2018	Excellent
4	Ford Diesel F550 Super Duty XLT Dump Truck, 4.3 CY	2012	Good
5	International Diesel Dump Truck Model 7400 Workstar, 8 CY	2008	Poor
6	International Diesel Dump Truck Model 7400 SFA 4x2 (SA 525), 8 CY	2015	Excellent
7	Freightliner - Johnston Vacuum Sweeper VT651	2016	Excellent
8	Ford Diesel F450 Super Duty Dump Truck	2006	Poor
9	Ford Diesel F350 XLT Super Duty Pickup Truck	2001	Poor
11	Ford F550 Super Duty XLT Dump Truck 4.3 CY	2016	Excellent
15	International Diesel Dump Truck Model 7400 DT466, 9.3 CY	2004	Good
16	Ford Diesel F350 Crew Cab 4WD Pickup Truck	2015	Excellent
18	Ford Gas F550-AT37 Utility Truck w/Aerial Boom	2013	Excellent
20	Ford Diesel F350 Diesel Pickup Truck w/snow equipment	2016	Excellent
21	Ford Expedition XLT (Street Maintenance Manager)	2004	Poor
62	Ford Red Pickup Truck	1999	Fair

OFF ROAD EQUIPMENT

<u>No.</u>	<u>Description</u>	<u>Service Date</u>	<u>Condition</u>
10	Diesel Morbark Brush Chipper	2014	Excellent
12	CAT 259B3 Compact Track Loader-Skid Steer	2012	Excellent
13	Diesel Case Backhoe 580 Super M	2006	Poor
14	Deere Utility Tractor with Mower & Flail	2017	Excellent
17	CAT Wheel Loader 914K	2016	Excellent
19	Diesel Morbark Brush Chipper	2017	Excellent
22	CAT 305E Mini Excavator with EX30-Mower	2014	Excellent
23	Kubota RTV X1100CWL	2015	Excellent
	Stepp Hot Box SPH 1.5 (2 ton)	2012	Good

MISCELLANEOUS EQUIPMENT

Six (6) Riding Mowers	Two (2) Walk Behind Mowers	Two (2) Push Mowers
Nine (9) Snow Plows	Two (2) Snow Blowers	Two (2) Generators
One (1) Concrete Grinder	One (1) Concrete Pressure Cleaner	One (1) Compactor Plate
One (1) Hydraulic Pump	One (1) Air Compressor	Sixteen (16) Weed eaters
Seven (7) Back Pack Blowers	Two (2) Hand Blowers	Four (4) Trimmers
Four (4) Edgers	Two (2) Concrete Saws	
Eight (8) Chain Saws	One (1) Pole Saw	

PARKS MAINTNENACE EQUIPMENT INVENTORY

VEHICLE EQUIPMENT

<u>No.</u>	<u>Description</u>	<u>Service Date</u>	<u>Condition</u>
18	Ford E350 Econoline Bucket Truck (sold at auction)	1999	Poor
R-4	Ford F250 Pickup Truck 4x2	2003	Fair
R-1	Ford F450 Super Duty Dump Truck (sold at auction)	2006	Poor
R-5	Ford F250 SRW Super Duty Truck	2008	Good
R-3	Ford F250 Super Duty Truck	2016	Excellent
	Deere Gator	2002	Poor
	Deere Gator	2007	Fair
	Deere Gator	2013	Excellent
R-6	Ford Tractor 3430 Model BA514C	1990	Fair
R-2	Deere Tractor Model 4320	2006	Good

MISCELLANEOUS EQUIPMENT

Four (4) Riding Mowers	One (1) Walk Behind Mowers	Three (3) Push Mowers
Four (4) Weed eaters	Two (2) Hedge Trimmers	One (1) Flower Auger
Two (2) Back Pack Blowers	Three (3) Hand Blowers	One (1) Cut off Saw
Two (2) Chain Saws	One (1) Pole Saw	Two (2) Mini Tillers
One (1) Sod Cutter	One (1) Front Tine	
One (1) Snow Plow	Two (2) Snow Blowers	One (1) Salt Spreader
Two (2) Generators	One (1) Power Washer	One (1) Chipping Hammer
Two (2) Walling Pumps	One (1) Air Compressor	One (1) Trash Pump
Two (2) Carpet Cleaners	Two (2) Vacuum Cleaners	One (1) Backpack Vacuum
One (1) High Speed Buffer	One (1) Floor Machine	One (1) Carpet Cleaner
One (1) Carpet Spot Cleaner	One (1) Floor Scrubber	One (1) Floor Sweeper
One (1) Shop Vac. - 14 Gal.		

SAFETY MEETINGS

Safety is the Public Works Department's first priority. The Public Works Department endeavors to conduct a Safety Meeting at least once per quarter. The following is a listing of Safety Meetings for 2017:

- ✓ Storm Water Pollution Prevention – training by Hamilton County Public Health
- ✓ CDL Snow Plowing Roadeo – training by Hamilton County Engineers Office
- ✓ Work Place Drug Free Training – mandatory by City
- ✓ Snow Plow Rodeo – training competition by PWOSO
- ✓ Tree Trimming Safety – Davey Tree
- ✓ Power Equipment Training – Buchanan Tools
- ✓ Morbark Chipper Training
- ✓ Confined Space Entry Training
- ✓ Bed Bug Procedures for Special Pick up
- ✓ Freightliner Training for new equipment
- ✓ Gator and Riding Mower Training
- ✓ Annual Safety Training: Safety Data Sheets, Lockout-Tag out, AED, Disaster Bags, Excessive Bleeding, Cold Stress/Hypothermia, Heat Stroke Prevention

NEW CAPITAL EQUIPMENT PURCHASES

Morbark Chipper = \$67,800

Deere Gator = \$9,667



Ford F350 Pickup = \$46,352

Deere Tractor = \$109,672



Freightliner

Dump Truck

\$152,357

SERVICES FROM THE DEPARTMENT

Garage Operation

The Public Works mechanic, Rick Ostendorf, provides city wide operational support, repair and preventative maintenance for all equipment and vehicles for the Public Works Department, Police Department, Recreation Maintenance Department and the ambulances for the Fire Department. Rick is a highly qualified Master Certified Mechanic with 43 years' experience and knowledge of both diesel and gasoline engines in a vast array of power ranges.



Over the last several years, the maintenance of the vehicles has been computerized with the purchase of maintenance software to better diagnose the problem(s) with the vehicle and what the proper procedure is to fix the problem(s). Also, upgraded diagnostic software has been installed to enhance the process of electronically maintaining vehicle records.

Brush & Limb Chipping

Brush and limb chipping in neighborhoods is a year round service. Public Works also trims brush and trees in the right of way for safe visibility and tree limbs that hang too low over streets making it safer for school buses and large city vehicles to drive the city streets safely.

Non-Conforming Material Collection

The Public Works Department collects any material which is not picked up by our contract hauler, such as: tree roots, stumps, or pieces too large (over 8" in diameter) for the chipper to digest; rehab material from a kitchen, bath, or other construction activity. A total of 120 – 30 yard dumpsters were used in 2017 costing the city \$48,190.40 which is \$5,530.40 more than in 2016.

Truck Loan Program

The Truck Loan Program is available from April through October for the overnight use of a Public Works truck at a nominal fee. This allows a resident, church or business the opportunity to dispose of a large amount of non-conforming material. During 2017, a total of 174 trucks were loaned out to residents and businesses and the total amount of revenue received was \$9,280.

Roadway Cleaning and Maintenance

The street sweeper is out most every day except in the cold winter months when freezing temperatures have an effect on the water lines and the spray that can create ice on the roadway. It does an excellent job keeping the streets clean and preventing debris from collecting at the opening of the catch basins. The crew, on a daily basis, collects road kills, construction materials, vehicle parts, tires, and other road obstacles/materials that have fallen off trucks, trailers and vehicles.

Storm Drainage and Culvert Cleaning

Culverts are constantly checked for obstructions and cleaned as needed, preventing the potential for flooding. The Creek Road Retention Dam is inspected at least once per quarter each year and always after a heavy rainfall. This retention dam is a vital means of flood control for the entire downtown area of Sharonville, making it critical that all essential maintenance measures are in place to make sure that all protective equipment is in good working condition.

Grass Complaints

The Community Development Department received 86 complaints of high grass and weeds in 2017. Public Works had to cut 18 of these properties. The property owners are charged a fee for the worked performed by the Public Works Department. A total of \$261.67 in assessed fees was paid by the property owners in 2017. If the property owner fails to pay those fees, an assessment is placed on the property duplicate through the County Auditor's office.

Park Maintenance

The Park Maintenance Division is responsible for maintaining several parks throughout the city:

- ❖ **Berke Soccer Complex** located at the end of Best Place includes four (4) soccer fields, public restrooms, a picnic shelter, and a concession stand open during soccer games
- ❖ **Gorman Park** located on the west side of Sharonville includes three (3) ballfields, a tennis court, a playground, a walking track, picnic shelter, gazebo, and public restrooms
- ❖ **Gower Park** located across from the Sharonville Community Center includes three (3) tennis courts, one (1) lighted class A ballfield and one (1) class D ballfield, a playground, patio tables, walking trail, two (2) picnic shelters, the Lovitt Building, and a scenic creek
- ❖ **Kemper Sports Park** located at 4664 East Kemper Road includes two (2) lighted class A & B ballfields and two (2) class C & D ballfields, a concession stand with an elevated patio deck, and public restrooms
- ❖ **Orchard Park** is a neighborhood playground park located on Orchard Street
- ❖ **Patriot Pointe** located on Thornview Drive just south of the Sharonville Community Center honors all veterans of the United States military
- ❖ **Trammel Fossil Park** located at the end of Tramway Drive off Hauck Road includes fossils dating over 440 million years ago. Informational signs are on site to educate and identify fossils found in the park. A hiking trail and picnic tables are also located in the park.
- ❖ **Twin Creek Preserve** located in the Berke Soccer Complex is a wetlands, wildlife and flood control area that provides critical stream and wetland habitat necessary for a broad array of aquatic organisms and is home to thousands of native plants. A walking path with informative signage surrounds the wetlands.
- ❖ **Upper Grove Knoll** located between the Sharonville Community Center and the Public Library includes a basketball court, an outdoor stage, a gazebo, and picnic tables



The Park Maintenance Division's other maintenance responsibilities include:

- Assist in the maintenance of the Community Center Building
- Maintaining all their mowing equipment, tools and vehicles
- Snow removal and salting of all parking lots for the Community Center, parks and downtown

Overtime

Public Works employees are subject to call-in duty 24/7 for a variety of activities and maintenance responsibilities. The City does not shut down between the hours of 3:30 PM to 7:00 AM. For that reason, overtime is a mandated duty of this department. The following is a breakdown of the 2017 overtime hours and the cost associated with those hours:

- **Event Overtime** (i.e. Car Show, 4th of July Parade and Activities, etc.)
 - Overtime Hours 54 Hours
 - Overtime Cost **\$7,728.54**
- **General Overtime** (i.e. Call-ins for emergencies or maintenance, extra work)
 - Overtime Hours 153 Hours
 - Overtime Cost **\$15,754.37**
- **Snow/Ice Removal** (Calendar year 2017)
 - Overtime Hours 53.75 Hours
 - Overtime Cost **\$11,040.53**
- **Golden View Acres** (i.e. call-ins for emergencies or maintenance)
 - Overtime Hours 40.5 Hours
 - Overtime Cost **\$2,488.33**

BUILDING, LAND & STREET MAINTENANCE REPAIRS & CAPITAL IMPROVEMENTS

The following 2017 projects were performed in-house by the PW Department:

- ★ Repaired sunken pavers on walkway bridge at Patriot Point – at Gower Park entrance – at Recreation Center entrance
- ★ Removed sand volley ball court and regraded & seeded the area at the upper recreation park
- ★ Replaced a wall and door to the small office in the IT Room for Law Director
- ★ Cut down a dead tree and re-landscaped the front of the Historical Society Building
- ★ Upgraded the irrigation equipment for Berke Soccer Complex at material costs of **\$5,400**

The following projects were performed in 2017 by outside vendors:

- **Street Capital Improvements and Maintenance & Repairs: Total: \$1,988,822**
 - ✓ R.A. Miller was the contractor for the 2017 Street Repair Program which included Concerto Dr., Grandview Dr., Aztec Ct., Conestoga Ct., Fernhill Dr., Antioch Ct., Elljay Dr., Teal Dr., Dowlin Dr. at a cost of **\$927,405**
 - ✓ Neyra Construction made asphalt repairs at Spinner & Cornell Roads, Best Place, and Indian Springs Drive at a cost of **\$39,215**
 - ✓ Prus Construction started construction on the Chester Road Phase 3 Project replacing the water main for Greater Cincinnati Water Works and getting all utilities underground in 2017. The concrete work (curb & gutters, decorative sidewalks & crosswalks) and asphalt work (street replacement) will be constructed in 2018. Total cost for City work only performed in 2017 was **\$875,327** (excludes GCWW work and funding paid by OPWC)
 - ✓ Verst Group paved a section of their driveway off Enterprise Drive for the PW trucks to drive back to the city dump – cost to the City was **\$25,048**
 - ✓ Scodeller Construction was the contractor for the City's 2017 Crack Sealing Program which included Bridlepath Lane North, Sandgate Ct., Radcliff Ct., Timberwood Ct., Wenbrook Dr., Thornview Dr. (Plainfield to Robindale), LeMarie Dr., Sharondale Rd., Creekview Dr. at a cost of **\$47,628**
 - ✓ Hamilton County painted street lane lines and Aero-Mark, Inc. painted the street emblems and crosswalk lines throughout the city at a cost of **\$35,947**
 - ✓ Adleta Construction replaced sidewalks at Creek & Main Streets at a cost of **\$8,640**
 - ✓ Barrett Paving repaired 243 feet of road asphalt along the gutter plate of Crescentville Road at a cost of **\$29,612**

- **Street Traffic Signal Improvements: Total: \$34,896**
 - ✓ Capital Electric replaced back up batteries for traffic controls at three (3) intersections at Sharon & Chester Roads, Chester Rd. & Viking Way and the I-75 NB & SB ramps at a cost of **\$6,340**
 - ✓ Capital Electric replaced the street loop detectors with radar detection at Dowlin Dr. & Sharon Road, Kemper & Lippelman Roads and Hauck Road & Rte. 42 at a cost of **\$24,101**
 - ✓ Capital Electric replaced the pre-emption phase selector at Reading & Lebanon Roads at a cost of **\$2,285**
 - ✓ Capital Electric repaired the pre-emption controls at Sharon & Chester Roads and Kemper & Mosteller Roads at a cost of **\$2,170**

- **Storm Water Maintenance Repairs:** **Total: \$41,242**
 - ✓ CJ&L Construction replaced the 18” storm drain, secured the road hillside with large rock, and repaved the failed area of the road by the guardrail on Hauck Road at a cost of **\$19,500**
 - ✓ National Gunitite resealed with gunitite the drainage pipe at Patriot Pointe at a cost of **\$13,942**
 - ✓ Ford Development filled a void hole with concrete in the creek at Patriot Pointe at a cost of **\$7,800**

- **Building & Lands Maintenance Repairs:** **Total: \$69,313**
 - ✓ Cummins (Generator) performed a five (5) year maintenance to the back-up generator at City Hall at a cost of **\$4,149**
 - ✓ Davey Tree cut down several trees throughout the city at a cost of **\$6,550**
 - ✓ Silco installed a new fire & security alarm system in the Historical Society Building at a cost of **\$1,825**
 - ✓ Team All Sports top dressed and applied weed control to Berke Soccer Complex at a cost of **\$7,636**
 - ✓ Team All Sports re-conditioned and graded Kemper Ballfields #2-#3-#4 at a cost of **\$12,961**
 - ✓ Team All Sports re-conditioned, graded, and installed 8,700 sq. feet of Fescue sod to Kemper Ballfield #1 at a cost of **\$11,885**
 - ✓ Premier Mechanical replaced two (2) worn out compressors on the Police Department’s rooftop A/C unit at a cost of **\$12,162**
 - ✓ Capital Electric repaired and installed guy wires for support to four (4) banner poles at a cost of **\$7,390**
 - ✓ Security Fence installed additional guardrails on the Kemper Connector at a cost of **\$4,755**

- **Capital Improvements to Buildings:** **Total: \$66,548**
 - ✓ Ameridian replaced Garage roof area #4 at a cost of **36,557**
 - ✓ Feichtner Plumbing installed 4 new floor drains and replaced the main sewer pipe in the wash bay garage at a cost of **\$25,000**
 - ✓ Overhead Door replaced the garage door at Gorman Park Garage at a cost of **\$4,991**

- **Community Development Block Grant Funding:** **Total: \$154,141**
 - ✓ Gower Park ADA Accessibility Project – included the construction of a handicapped accessible restroom at a cost of **\$53,280**
 - ✓ Gower Park ADA Walkway and Driveway Improvement Project – included the construction of an asphalt drive from the tennis court parking lot to the north shelter and handicapped parking at the restroom and the construction of a concrete walkway from the north shelter to the Lovitt Building with a hand rail at a cost of **\$63,094**
 - ✓ Golden View Acres Attic Insulation Project – included the re-insulation of all three (3) buildings at a cost of **\$37,767**

WASTE COLLECTION / RECYCLING

Sharonville residents as a whole recycled 678.05 tons of metal, glass, plastic, and paper in 2017. That is a decrease of 12.76 tons of recycled material from 2016. On average, each household in Sharonville recycled 330 pounds in 2017 which represents 14.3% of all the total waste generated by residents. The City received a total of \$20,826.90 in 2017 versus \$17,601.15 in 2016 which is an 18.3% increase for Residential Recycling Income from the Hamilton County Solid Waste District.

The City of Sharonville is committed to recycling by offering this service FREE to its residents. Residents who recycle save natural resources, conserve energy, and reduce pollution. Recycling also boosts our economy by creating 169,000 jobs (4.3% of all jobs) and \$6 billion in annual wages just in the State of Ohio.

The 2017 recycling efforts in Sharonville:

- ✓ Conserved enough energy to power every home in Sharonville for 10 days!
- ✓ Reduced more air pollution than if every household in Sharonville rode a bicycle to work for 7 weeks!
- ✓ Saved 5,882 trees from being harvested!

(Source of information from Hamilton County Solid Waste & Recycling)



NEW TO SHARONVILLE IN 2017

The logo for Simple Recycling features a green curved line above the word "simple" in blue and "recycling" in green.

RECYCLE CLOTHING, SHOES AND SMALL HOME GOODS AT YOUR CURB ON YOUR REGULAR RECYCLING DAY

- Simple Recycling is a FREE service to the residents and there is NO COST to the city.
- Sharonville residents as a whole recycled 13,923 lbs. of textile material in 2017 (May 15th through the end of the year) and received \$139.23 from Simple Recycling.

GOLDEN VIEW ACRES

Safety

The annual fire inspection was conducted on March 29, 2017 and no violations were noted. All batteries were replaced in the smoke detectors.

Resident Turnover

During the 2017 year there were 9 new residents with 9 apartments being newly filled. Two residents changed apartments within the complex. These changes and new move-ins helped increase revenue. The increase revenues help defray costs and reduce the loan owed on the property.

Annual Receipts

2012 = \$285,962.00	2015 = \$302,468.30
2013 = \$281,476.90	2016 = \$303,324.01
2014 = \$295,017.83	2017 = \$317,374.00

Routine Maintenance

As an apartment becomes vacant, it is evaluated for repairs and/or renovations. 2017 Routine maintenance included: 9 apartments repainted; 9 apartments re-carpeted; 12 kitchens had floor sheet vinyl replaced; 7 refrigerators replaced; 3 stoves replaced; 8 toilets replaced. Over the year, there were 12 water leaks.

Capital Improvements

- ✓ Remodeled with the primary focus on the kitchens, bathrooms, carpeting, appliances, and plumbing nine (9) apartments at a cost of **\$31,591.00**
- ✓ Specialty Screen & Glass replaced thirty-two (32) Patio Storage Doors with All-Weather doors at a cost of **\$15,576**
- ✓ Specialty Screen & Glass and Larry's Locks installed new Entry Doors and Electronic Locking Systems in all three (3) buildings at a cost of **\$44,929**
- ✓ Ameridian replaced the Metal Band Board Skirting on all three (3) buildings at a cost of **\$21,218**

ACKNOWLEDGEMENT

As Sharonville's Public Works Director, I want to thank and acknowledge all the employees of the Street and Parks Maintenance Divisions in the Public Works Department for their dedication and hard work demonstrated throughout 2017. The department continues to be challenged to find ways to maintain the high level of services our residents have come to expect. I believe our Public Works Department employees met that challenge in 2017 and will continue on that course in the future. Our employees know and understand their responsibilities to the residents of Sharonville. We have a diverse, but very talented group of employees who have demonstrated the ability to tackle most any job that needs attention. I am very thankful for their commitment to this department and the residents of Sharonville.

Thank you Council and Administration for all the support you have demonstrated over the last year. We are all part of what makes Sharonville a great place to work and live.

CHALLENGES AND GOALS FOR 2018

The City of Sharonville will be pursuing one of the most aggressive Street Repair Programs in the history of the city in 2018. The streets to be repaired are: Chesterdale Road from Valdosta to Crescentville and all adjoining residential streets off of Chesterdale Road; Cottingham Drive, Midpines Dr., Dorset Dr., Bath Ct.; Prince Lane, Sharon Meadows, McGrew Avenue. Total contracted cost of this project is \$2,380,839. This project will complete the goal of repairing all the city residential streets (except Burke Place) with asphalt overlay of the gutter plates. Also, sidewalks will be constructed on the east side of Plainfield Road with an estimated cost of \$204,000.

The Public Works Department has been researching and experimenting with better, more efficient ways to utilize liquid chemicals that are added to the salt when coming off the dump trucks onto the streets. In 2015, the department purchased a mixture of salt brine and a liquid called Ice B'Gone (80/20% mixture) that when sprayed onto the rock salt helps the salt work more efficiently than Calcium Chloride in very cold temperatures (below 20 degrees). At the same time, this mixture should adhere to the pavement as the salt melts the snow and ice so that as new snow falls it melts without throwing additional salt. After more experimentation in 2016 and the 2017-2018 winter season with the above liquid mixture, it has been determined that the 80/20% mixture is not working to the level that it was promised and not saving the city any more money than simply using Calcium Chloride when salting the roads. As a result, the PW Department will be utilizing the 80/20% Mixture as a Pre-treat Liquid for the city parking lots and Calcium Chloride as a liquid additive to the salt when treating the streets.

With the retirement of Pat Schehr in the spring of 2017 and the promotion of Randy Elder to the Parks Maintenance Manager in late spring of 2017, I will be working closely with both Randy Elder and Mike Carlson to determine better operating procedures within both divisions and to determine the optimum level of fulltime personnel in the Parks Division to make the operation of the Public Works Department as efficient as possible. It will take a full year for Randy Elder to experience the various responsibilities and duties that are required of him and his staff in the Parks Division throughout each year.