

Beavercreek Township Road/Maintenance Department Annual Report

2016



Department Overview

The work of the Road/Maintenance Department is unique in that we are involved in some way with the assets of every Township department. The department provides road repair and maintenance for 42.447 centerline miles, storm water management, fleet and facility maintenance for the entire unincorporated area, along with the operations of Beaver Cemetery and eight park or open space properties within the Township. In this report, we have documented many exciting projects and services provided to our citizens over the past

fiscal year. Our staff is committed to providing quality and valued services for the citizens in the unincorporated area.

Administrative Projects

- Prepared annual report for Miami Valley Regional Planning
- Prepared roadway list for annual repaving and striping thru the Greene County collective bid
- Completed annual County roadway report
- Prepared 2016/2017 estimates of salt needs for co-operative bid
- Prepared annual report for MS4 reporting requirements for EPA permit
- Worked with City of Beavercreek on Park consolidation
- Assisted Finance as needed
- Interviewed and hired four summer seasonal employees and two part-time on call employees for snow removal
- Prepared maintenance agreement renewal for Wetlands Association
- Prepared new maintenance agreements for Park Board and Historical Society for new spaces at 1981 Dayton-Xenia
- Prepared Partnership agreement with County Club of the North
- Prepared 2017 Budget for department
- Prepared RFP for HVAC maintenance
- Inspected asbestos removal and fuel oil tank removal from 2028 Dayton-Xenia rd
- Inspected Library roof project
- Inspected window film project
- Worked with contractor on LED upgrade project
- Submitted and received DRG3 certification on 6 Township buildings
- Completed renewal of electrical price rate for Township properties
- Completed TIPS application for competitive bidding
- Completed NJPA application for competitive bidding
- Completed employee evaluations
- Inspected emergency access for Bexely Hills
- Reviewed plans for Library upgrade project
- Reviewed and update department job descriptions
- Completed vehicle license grant and MORE grant applications- received both for a total of \$3,485
- Review plans for Spring Meadows Section 5, Bexely Hills 3B, Spring Ridge 3B, River Reserve Section 1, and Nathaniel's Grove Section 1

Beavercreek Township Road/Maintenance Department Annual Report

2016

- Inspected subdivision projects in Bexely Hills 3A & 3B, Spring Meadows section 5, Claiborne Greens section 2a, 2B, & section 3, Wood Ridge Sections 1&2, Spring Ridge Section 3B
- Final acceptance of roadways in Clairborne Greens section 1, Spring Ridge 3A, and Bexely Hills 3A

Training

- Completed 300 hours of refresher training for staff in winter operations, spray license renewal, various LTAP classes, OSL training, new gradable laser and Cemetery software training

Road Projects

- Inspected all signs for retro-reflectivity
- Completed five mowing cycles of Township right of ways
- Completed four sweeping cycles of all developments
- Curb repairs- James River, Colonial Parkway, Yorkshire, Wellington, Bandit, Pacer, Sulky
- Catch basin repair- Statford, Bareback, Strech, and James River
- Underdrain installation- James River, Yorkshire, Sulky, and Hampton
- New tile installation Bareback and Stretch
- Replaced collapsed tile on Valley
- Crack fill on various roads through out Township
- Various asphalt repairs through out Township – 750 tons of asphalt
- Cleaned and inspected all catch basins and culverts throughout Township
- Re-painted all stop bars and turn arrows
- Completed guardrail spraying
- Snow and Ice control for the unincorporated area
 - 269 Tons of salt
 - 1710 gallons of liquid deicer
 - 425 man hours
- Annual road resurfacing 1.99 miles
 - 2898' Bandit Tr.
 - 1486' Sulky Tr.
 - 1818' Pacer Tr.
 - 1870' Homestead
 - 560' Fairtail
 - 676' Huntland Ct.
 - 626' N. Prestonwood Ct.
 - 565' S. Prestonwood Ct.

Beaver Cemetery

- 10 Burials
- Poured 9 headstone footers
- Prepared Cemetery for Memorial day
- Regular grounds maintenance

Beavercreek Township Road/Maintenance Department Annual Report

2016

Park Maintenance

- Removed log jam in ditch line along park
- Installed new fence in Community
- Mowed open space in Hunters Point
- Removed several beavers and dams from Koogler property
- Regular grounds maintenance

Facility Grounds Maintenance

- Regular grounds maintenance
- Planted cherry trees at Fire Administration
- Landscaped front of Station 61
- Repaired asphalt at Station 61

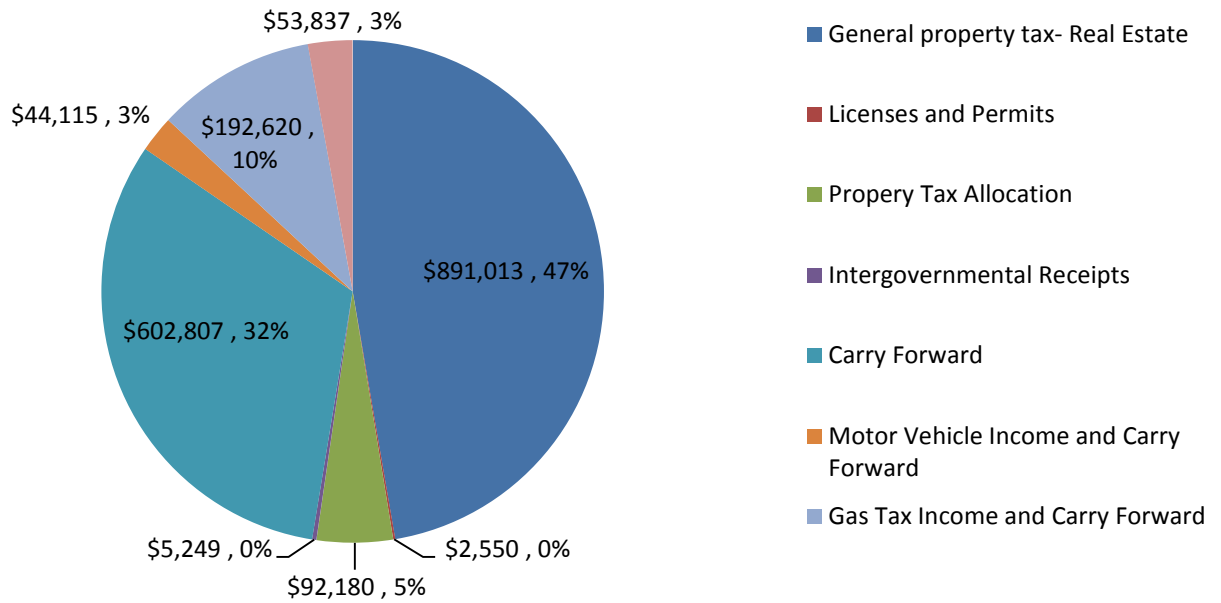
Library

- Trimmed and removed dead trees
- Replaced roof on old section and installed new down spouts
- Regular ground maintenance
- Planted Cherry trees

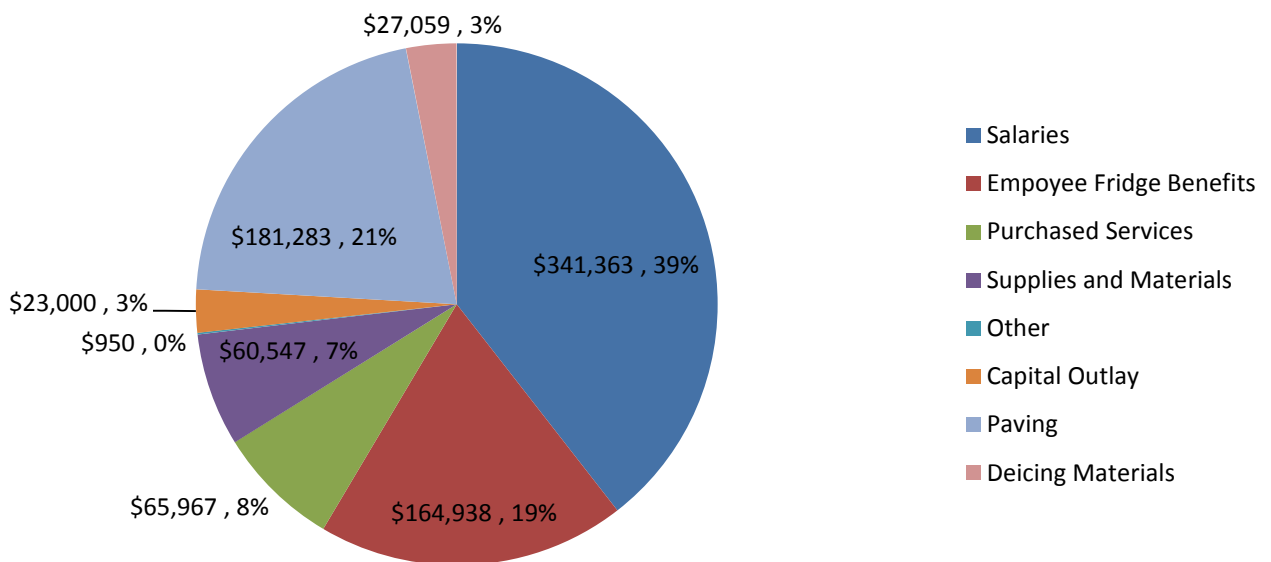
Fleet and Facility Projects

- Coordinated HVAC preventive maintenance
- Reviewed HVAC renewal proposals for preventive maintenance
- Coordinated HVAC replacement at Station 63 server room
- Coordinated HVAC repairs to heat pump at Library
- Coordinated engine repairs to Ladder 62
- Coordinated outside repair of Sheriff's cruiser and calibration of radar units
- Coordinated electrical relocation at 2028 Dayton-Xenia Rd.
- Researched and ordered new dump truck for Road Department-Capitol project
- Inspected Engines after warranty paint repair and hose bed modifications Capitol project
- Completed first phase of energy audit for Station 61,64 and Maintenance Garage began implementation of recommendations
- Coordinated yearly ladder testing
- Began working on implementing LED lighting upgrade project
- Coordinating Library roof replacement-Capital project
- Managed 643 help desk ticket submissions

2016 Road and Bridge Total Income

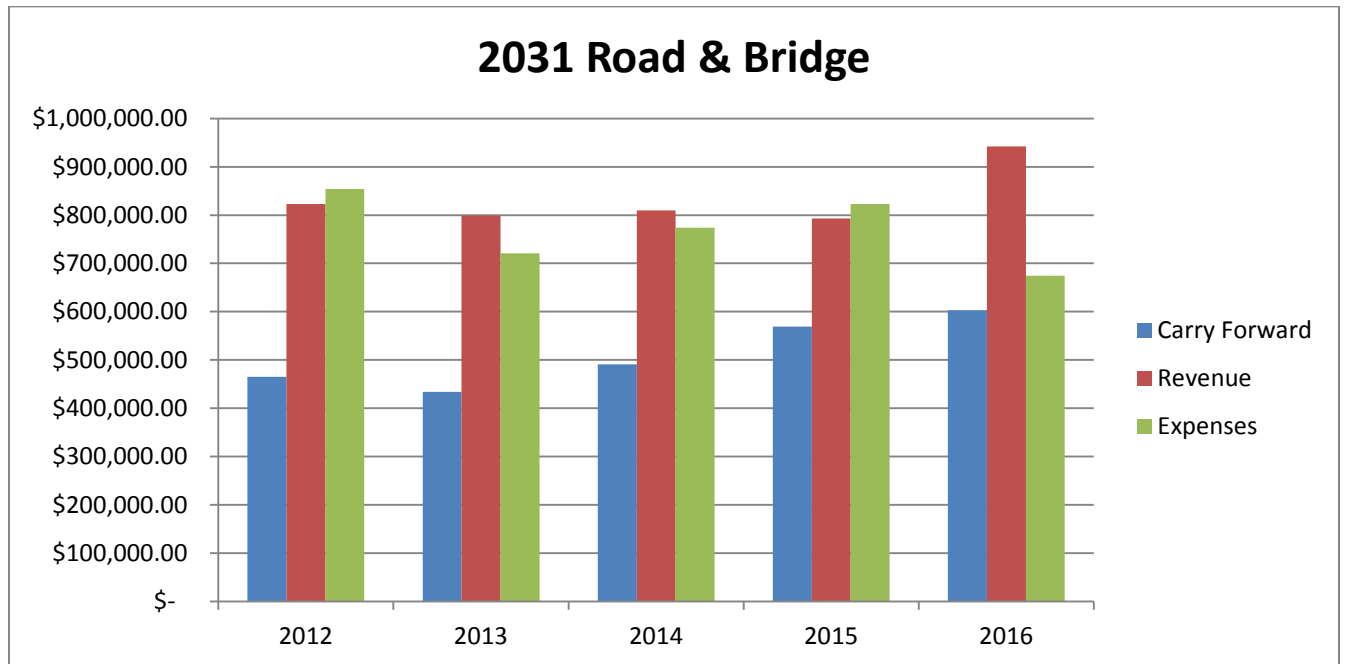


2016 Road and Bridge Total Expenses

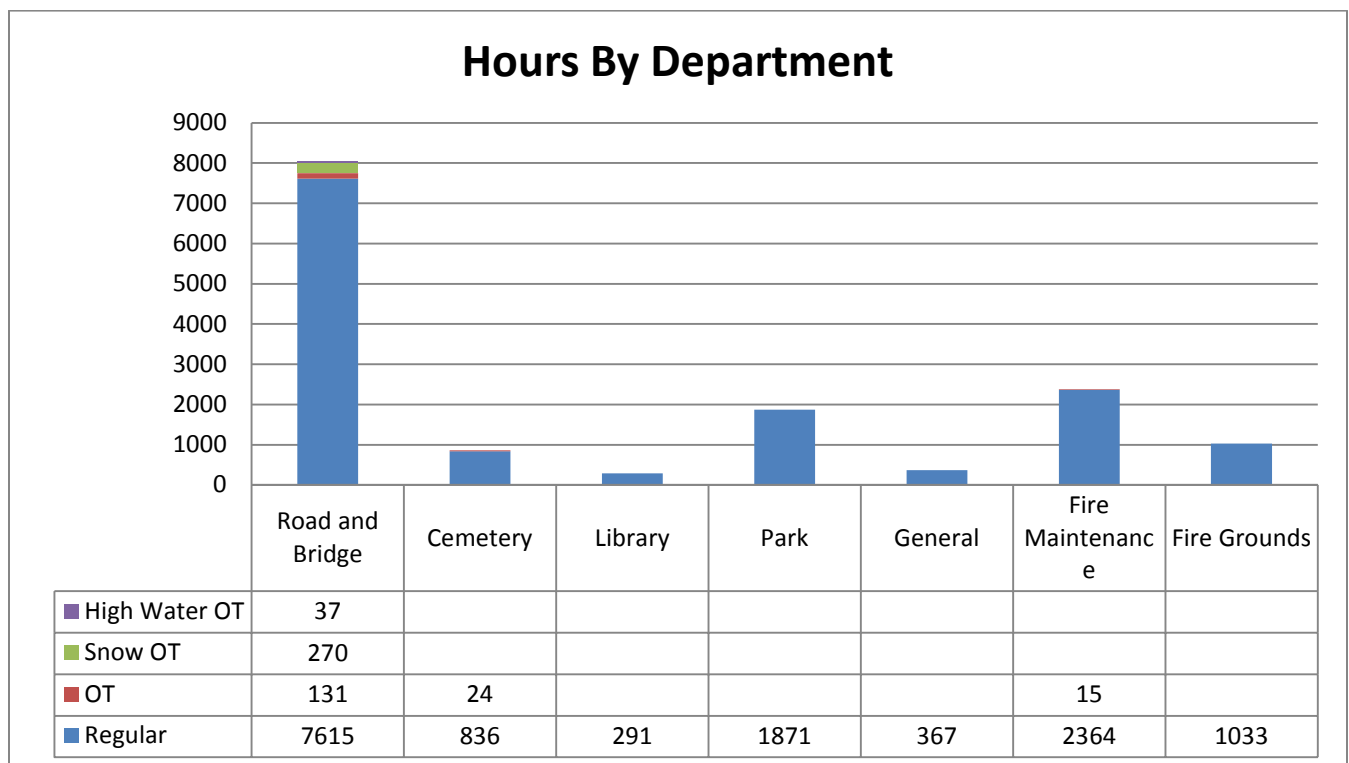


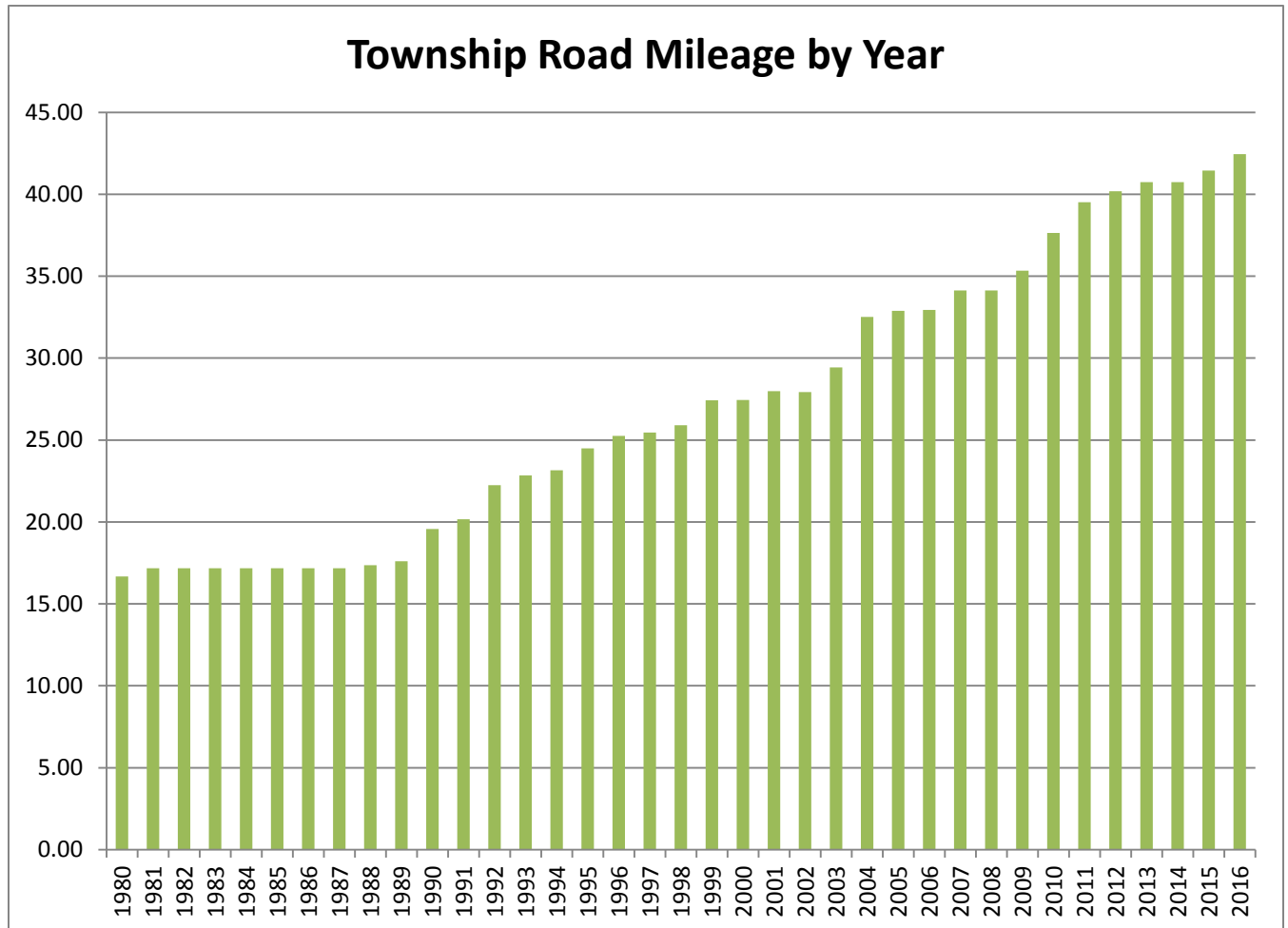
Beavercreek Township Road/Maintenance Department Annual Report

2016



Note – New dump truck order in 2016 delivery in 2017- \$137,496 not included in expenses





Beavercreek Township Road/Maintenance
Department Annual Report

2016