



# **Public Maintenance Division**

*2023 Annual Report*

City of Eaton 2023  
Public Maintenance Division  
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## **Mission Statement**

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

## **About the Division**

The City of Eaton operates a full-service Public Maintenance Division that maintains many of the City's infrastructure, including storm drainage, public parks, roadways, and cemetery.

The City of Eaton is rather unique among municipal service departments in that it operates as a large labor and equipment pool rather than creating artificial divisions specializing in municipal functions. All employees in the City of Eaton Public Maintenance Division plow snow, mow grass, patch potholes, pick up dead animals along the roadway, collect leaves or chip brush, maintain equipment, and other diverse public maintenance functions. This provides variety to the public maintenance employees but also provides the Public Maintenance Supervisor and his Crew Leader flexibility to assign work daily based on the needs of the community rather than hamstrung by silos of a larger operation. Some public maintenance employees have developed specialties, and some have important credentials (e.g. spray license), but all employees can do a wide range of public maintenance tasks in a given day.

## **Public Maintenance Services**

The Diversity of services provided by this Division include the following:

- Brush and leaf pick-up
- Building maintenance
- Dead animal removal and disposal
- Park and recreation facility maintenance
- Set up support during and clean-up after special events
- Snow removal
- Street sweeping
- Storm sewer maintenance and repairs
- Catch basin cleaning
- Grass mowing of parks and cemetery and roadsides
- Guard rail installation and repair
- Signs: stop signs, street names, speed zones, etc.
- Traffic lights, walk lights, etc.
- Cemetery duties

# Personnel

Daniel Gray	Supervisor	2016		
Jason Erbaugh	Crew Leader	2001		
Eli Montgomery	Cemetery Manager	2010		
Rob Childers	Mechanic	1997		
Luke Montgomery	Maintenance Worker	2022		
Mark Lutz	Maintenance Worker	2001		
Scott Heiser	Maintenance Worker	2011		
Jeff Anderson	Maintenance Worker	2008		
Chris Harper	Maintenance Worker	2016		
Austin Howard	Maintenance Worker	2019		
Paul Thomas	Maintenance Worker	2021		
Brannen O'Shea	Maintenance Worker	2021		
Nick Paxton	Maintenance Worker	2021		

## Part-time Employees

Denise Keller

Dillion Jerdon

Roger Cross

## Streets & Roadways

- Redwood Dr. was paved.
- Cypress Ln. was paved.
- Ashtree Dr. was paved.
- Poplar Dr. was paved.
- 100 block West Decatur St. was paved.
- ADA ramps & curb was replaced as needed.



## Storm Sewer

- During 2023, storm sewers were maintained as needed.
- Street sweeping was completed.



## Beautification

- All city facilities' landscapes saw cleanup and were maintained during the year.
- Crews performed 49 residential mowings in 2023 compared to 56 in 2022.
- Crews performed 1 property cleanup in 2023 compared to 2 in 2022.
- Downtown flowerpots were set out and watered regularly.
- Leaves were collected as scheduled.



# **Parks**

The city's 190 acres of parks, all were inspected, repaired, cleaned up, mowed, and trimmed as needed.

## **Seven Mile Park**

- Hosted SAY and PC United soccer leagues.
- Fertilizer and crabgrass preventers were applied to all turf areas.
- Turf areas were watered as needed.
- Playground was inspected and repaired as needed.
- Restrooms were cleaned and inspected regularly.

## **Clarence E. Hook Park**

- Fertilizer and crabgrass preventers were applied as needed.
- The turf areas were reseeded as needed.
- Playground was inspected and repaired regularly.
- Tree limbs were picked up year-round.

## **Water Works Park**

- Playground was inspected and repaired as needed.
- Restrooms were cleaned and inspected regularly.
- Fertilizer and crabgrass preventer were applied on turf areas.
- Tree limbs were picked up year-round.

## **Bark Park**

- Turf areas cleaned up and overseeded as needed.
- Tree limbs were picked up year-round.
- Fence and gates were inspected regularly.

### **DP&L Park / Brooke Gould Memorial Tennis Complex**

- Worked with Eaton Girls Softball Association for their season and tournament.
- Worked with Force Baseball for their season and tournament.
- Restrooms were cleaned and inspected regularly.
- Turf areas were maintained as needed.
- Tennis courts were inspected and repaired as needed.

### **Youth Center**

- Cleaned and inspected regularly.
- Turf maintenance was performed as needed.

### **Fort St. Clair Park**

- Worked with Eaton Community Schools' Cross Country to host events and practices.
- Picnic tables were painted and repaired as needed.
- Worked with Whispering Christmas for the 5K run and Christmas lights.
- Turf maintenance was performed as needed.
- Dead trees were removed and stumps ground.
- Electrical updates were done for Whispering Christmas.

### **Aquatic Center**

- Regular maintenance of pool equipment was done as needed.
- Turf maintenance was performed as needed.



## Crystal Lake / Roberts Bridge

- Inspection, maintenance of dam was performed as needed.
- Turf maintenance was performed as needed.
- Worked with ODNR to host a kids' fishing event.
- Roberts Bridge was inspected regularly and maintained.
- Parking lot was paved, and new fences were installed. (Roberts Bridge)
- Flower bed was added to the front parking area. (Roberts Bridge)
- Bollard poles were installed. (Roberts Bridge)

















## Cemetery

During 2023:

- 76 burials were performed.
- 43 full burials
- 33 cremations
- 73 graves were sold
- 50 foundations for monuments were installed.
- 48 graves were seeded.
- 1000 grave spaces are remaining

Cemetery personnel 2023 activity:

- Maintained 60 acres of cemetery grounds; mowed, trimmed, did tree care and turf maintenance were performed.
- Maintenance, serviced, and repaired all cemetery equipment.
- Maintained Fort St. Clair Park, mowed and trimmed grounds, did tree maintenance, picnic table and playground maintenance, oversaw cabin rentals and monitored trash pick-up.
- Assisted the Whispering Christmas Committee with their needs.
- Assisted the Public Maintenance Division with other duties such as leaf collection and snow plowing.
- Assisted Eaton Cross Country with any park issues needed to practice or hold events.



## Leaf Collection

During the 2023 leaf collection season, there were 90 loads collected by leaf collection equipment and multiple loads collected with the street sweeper.





## Snow & Ice

During 2023 snow & ice events:

- 1477.6 miles of plowing and salting
- 480.2 gallons of fuel
- 126.2 tons of salt
- 16 bags of sidewalk salt
- 105 hours of regular time
- 48 hours of overtime

### Brine:

- 7400 gallons of brine
- 474 miles applied
- 86 gallons of fuel

All done during regular scheduled shifts.



## Maintenance Garage

Employees in the maintenance garage perform all regular maintenance to all city owned vehicles and equipment. This includes fire, and police vehicles. They change oil, brakes, and any other issues that might occur throughout the year.



## Special Events

The Public Maintenance Division has a lot of different duties, and one is community events which take place in the city's downtown area or one of the amazing parks. We work with different groups to provide the best opportunity for the public to enjoy themselves.

- Downtown Eaton Inc.
- Eaton Community Schools
- YMCA
- Preble County Board of DD
- Whispering Christmas
- Eaton Say Soccer
- Preble County Pork Festival
- VFW 8066
- American Legion
- Preble County Library
- Preble County Agricultural Society
- Force Baseball
- Eaton Little League
- Eaton Baseball Association
- Eaton Girls Softball Association





## Equipment Purchased

- GMC Sierra 1500
- Kubota UTV
- Grasshopper Mower
- Case 621 Loader

