Cuyahoga County Together We Thrive



2018 Annual Report Prepared for the: City of Brecksville



By the: Department of Public Works



Department of Public Works

March 18, 2019

The Honorable Jerry N. Hruby City of Brecksville 9069 Brecksville Road Brecksville, Ohio 44141

Cuyahoga County

Together We Thrive

Dear Mayor Hruby,

As Director of Public Works, I am pleased to submit the 2018 Annual Report for the City of Brecksville. Our work within the communities focuses on addressing the infrastructure needs of the sewer collection system, as well as meeting Ohio EPA goals. Our goal is to provide a high level of service in a cost-effective manner by striving to improve our efficiency throughout the County. We continue to maintain a second maintenance shift to reduce overtime, which also allows us to work more efficiently in areas where normal workday traffic would be problematic.

This report is a detailed overview of the work completed within your municipality in the past year and is organized as follows:

- Overview
- Sewer Collection System Jet Cleaning and Television Inspection Summaries
- Plan Approvals Summary
- Service Program Summary
- Community Operating and Capital Expenses

The County is now emailing the annual reports, which are also available on our website at: http://publicworks.cuyahogacounty.us/en-US/Sewer-Maintenance-Services.aspx

My staff is available to meet with you at your convenience should you wish to discuss this report or any of the services that our department provides.

On behalf of the entire Cuyahoga County Department of Public Works, we are pleased and grateful for the opportunity to be of service to you and your community.

Respectfully submitted,

Michael W. Dever, MPA Director of Public Works

Cc: (with attachments) Ron Weidig, Service Director Gerald M. Wise, P.E., Engineer

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OVERVIEW



Established in 1919, the office of the Cuyahoga County Sanitary Engineer was created to provide administrative authority in matters of wastewater, storm water, and water supply management. In 2012, the Sanitary Engineering Division (formerly CCSE) became a part of the Cuyahoga County Department of Public Works (CCDPW), and now operates under County Executive Armond Budish.

The Sanitary Division's focus is on the maintenance and repair of aging sewer lines, sewer system needs assessment, engineering feasibility studies, and other

infrastructure-related issues. These areas all have a direct impact on commercial and residential development, job creation, and expanding the tax base in the communities served by the Department of Public Works. Furthermore, the Sanitary Division is a major source of technical information for communities (mayors, municipal engineers, and service directors), which provides them with guidance for making infrastructure decisions within their community. The Sanitary Division has considerable experience in the maintenance, repair, and rehabilitation of sanitary and storm sewer systems, as well as significant expertise with respect to the operation and maintenance of pump stations and wastewater treatment plants.

The Sanitary Engineering Division of Public Works currently operates in 38 communities by agreement. Pursuant to such agreements, the Sanitary Division maintains more than 1,200 miles of sanitary sewers and 1,100 miles of storm sewers, operates 63 sewage-pumping stations, and maintains two wastewater treatment plants. Working in cooperation with the Ohio Environmental Protection Agency (Ohio EPA), the Northeast Ohio Regional Sewer District (NEORSD), the Cuyahoga County Board of Health (CCBH), and the various communities, the Sanitary Division works to maintain water quality. This is done through the construction of new sanitary sewers, maintenance of existing sewer systems, and the investigation and remediation of illicit discharges (sanitary sewage which is improperly discharged into storm sewers).

All funds used for operation, maintenance, rehabilitation, and repair of the sewerage system are generated through fees and assessments. (Funding is not via the County's General Fund to perform these activities.)

The Department of Public Works has been in the forefront of regionalism efforts within the County. With services provided to more than half of the County's 59 communities, the Sanitary Division continues to maintain reasonable rates and improve infrastructure throughout the area.





Cuyahoga County **Together We Thrive**

GOALS

The Sanitary Engineering Division of Public Works has three (3) major goals:



- Operate and maintain the sanitary sewerage systems to assist the communities in meeting the goals and objectives of the EPA Capacity Management Operation and Maintenance (CMOM) guidelines.
- 2. Provide guidelines for design and construction through the County's "Uniform Standards for Sewerage Improvements" and "Rules and Regulations."
- 3. Issue sewer connection permits and provide construction inspection for new sanitary sewers and new connections to existing sanitary sewers.

The goals of the Sanitary Engineering Division with respect to the maintenance and repair of sewers are accomplished through the activities of our three main Sanitary Division groups working together: Maintenance Services; Engineering & Construction Services; and, Administrative Services.

MAINTENANCE SERVICES

- Reduction of the number of flooded basements by maintaining existing capacity in the collection systems, minimize the inflow/infiltration of storm water to the sanitary system, and evaluate the structural integrity of the sewerage system;
- Optimization of maintenance efficiency to reduce operating costs and provide more available funds for capital improvement projects and repairs;
- Operation of wastewater treatment plants in compliance with the National Pollution Discharge Elimination System (NPDES) permit parameters;
- Maintenance and inspection of the existing collection system to achieve EPA CMOM maintenance goals;
- Operation and maintenance of pumping stations;
- Performance of Illicit Discharge Detection and Elimination Services



ENGINEERING AND CONSTRUCTION SERVICES

- Preparation of Task Orders for repairs and rehabilitation;
- Plan review and approval of all new sewer improvements within the County service area;
- Performance of engineering analyses (required for operation of facilities and the collection system);
- Capital improvement planning;
- Construction management and inspection;
- Provision of guidelines for new construction through use of the CCDPW Uniform Standards for Sewerage Improvements;
- Provision of infrastructure needs assessment for communities;
- Project design;
- Construction inspection of new wastewater collection systems within the county service area; and,
- Record keeping of as-built plans and test tee locations.

ADMINISTRATIVE SERVICES

- Issuance of connection permits;
- Maintenance of Record Drawings;
- Provision of Geographical Information Systems (GIS) for development and implementation;
- Fiscal oversight of annual operating budget and capital improvement budget;
- Administration of Grants and loans; and,
- Licensing and permitting of more than 200 contractors.

SUMMARY OF COUNTY-WIDE MAINTENANCE SERVICES

- SEWERS
 - High-pressure jetting of sewers in the right-of-way, approximately 304 miles of sewers in 2018;
 - Point repairs of sewers, force mains, and structures; 3,443 construction visits;
 - Cleaning of service laterals, including emergency maintenance and 24-hour on-call team for resident issues;
 - TV inspection of approximately 259 miles of sewers to provide condition ratings, failures and/or deficiencies;
 - I/I investigation and remediation, 485 visits;
 - Implementation of preventative maintenance and upgrades to treatment plants and pumping stations, as well as the provision of licensed operators to monitor the condition of those facilities.







Cuyahoga County Together We Thrive



The Maintenance Services Department provides a full-service program to clean sewers, provide National Association of Sewer Service Companies (NASSCO) Pipeline Assessment Certification Program (PACP) condition ratings of sewers, maintain the structural integrity of the sewer systems, and perform repairs on sanitary and storm sewers. The objective of the program is the cleaning of all sanitary sewers every three years and performing video inspection every six years. This time line is well within the NEORSD's *"Best Management Practices"* guidelines.

HOUSE LATERAL SERVICES

The Maintenance Services House Lateral Service Department cleaned 8,847 house connections in 2018. The goal is to alleviate sewer back-ups by clearing blocked mains and cleaning service connections to restore sewer capacity.

The House Lateral Service Department also performs flow monitoring for Inflow and Infiltration (I&I) analysis, dye testing, smoke testing, and lateral sewer inspection to identify I&I sources and locations of illicit discharges. The Department works with the communities, the Ohio EPA and the NEORSD to protect local waterways.

• **PUMPING STATIONS**

The County operates 63 pumping stations throughout the 38 communities pursuant to the maintenance agreements. A Supervisory Control and Data Acquisition (SCADA) system monitors the stations. The system provides alarms and operational status through a central computer, providing 24-hour monitoring. New pump stations are added to the SCADA system as they come on-line. Our maintenance staff consists of experienced operators and technicians enabling us to repair most problems in-house, therefore keeping costs down. Their preventive maintenance program and dedication to the job has reduced emergency call-outs and overflows.





WASTEWATER TREATMENT PLANTS

The County operates two package wastewater treatment plants. The standards for each facility are set by the Ohio EPA through a National Pollution Discharge Elimination System (NPDES) permit. The support staff consists of wastewater operators, licensed by the Ohio EPA, who monitor the conditions of the plants and make necessary process adjustments to meet the requirements of each NPDES permit.



CAPACITY, MANAGEMENT, OPERATION, AND MAINTENANCE PROGRAM (CMOM)

The CMOM Program is a set of "best management practices" that have been developed by the industry and are applied over the life cycle of the sewer collection system. It is these general practices that are taken into consideration when a system is being reviewed by a federal or state agency. Improvement and recommendations are provided by the agencies based on deficiencies identified in the sanitary sewer system.

We continue to work with the NEORSD (through their community discharge program) and with the Ohio EPA to ensure that our Sanitary Division's best practices meet the CMOM goals.





SUMMARY OF ENGINEERING & CONSTRUCTION SERVICES

The Engineering and Construction Services Departments provide technical services to the communities including, but not limited to, capital project planning, grant and loan administration, design engineering, construction management, as well as inspection of sanitary and storm sewers, pump stations, and wastewater treatment facilities.

The sewer repair and rehabilitation program is managed by in-house personnel. A Sanitary Division engineer is assigned to each community to provide an individual contact for sewer related issues. Under the existing sewer maintenance agreements (based on video inspection information and requests from the communities), the County issues Task Orders for repair and rehabilitation by our forces, supplemented by two third-party contractors.

In 2018, on behalf of member communities, design plans were reviewed for nearly 50 construction projects. The Sanitary Engineering Division also coordinates and analyzes the results of field testing and flow monitoring to detect and eliminate storm water inflow/infiltration (I/I) from the sanitary sewer system and illicit discharges to the storm sewer system. Record drawings are prepared, scanned, and filed for record keeping. Information on new sewers and service connections are provided to our IT personnel for incorporation into the County's Geographical Information System (GIS).

The Sanitary Engineering Division and the Construction Department also oversee capital construction projects, including the development of financial packages in the form of grants and loans obtained from the State of Ohio. These funds are utilized for lining, repairing, replacing, and rehabilitating existing sanitary and storm sewerage systems.

The Construction staff provides inspection of all new sanitary sewers and for the connection of service laterals to existing sewers. The Inspectors ensure that projects are constructed in conformance to design plans, specifications, and the County's *"Uniform Standards."*





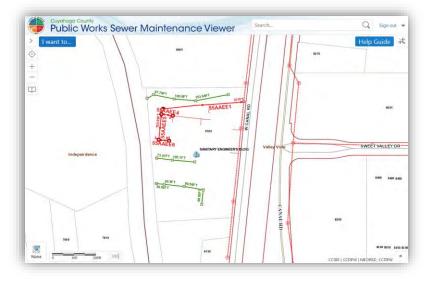
SUMMARY OF ADMINISTRATIVE SERVICES

PERMITS

In the 38 communities, pursuant to the sewer maintenance agreements, Administrative Services major functions include issuance of Sewer Connection Permits and the registration of licensed and bonded contractors. These contractors are then able to obtain connection permits and install sanitary sewers within the member communities. The Sanitary Division also maintains permanent records of sewer construction projects and provides information to all County departments, municipalities, engineering firms, contractors, and the public.

INFORMATION TECHNOLOGY

Information Technology (IT) provides computer and analytical support to internal end-users and to the communities serviced by the CCDPW. IT is responsible for the design, implementation, and maintenance of our Geographical Information System (GIS), other relational database systems, and guiding data acquisition tasks throughout the CCDPW. The GIS mapping program catalogues the location of sewer systems and performs analysis on spatial data. This information supports the planning, design, and maintenance of sewer systems, and ensures user fees are appropriately assessed and collected. Furthermore, the mapping program features access to information regarding permits that are on record.



Our Geographical Information System is continually being updated and expanded to include information on repair and rehabilitation activities as well as system maintenance and inspection activities. Information shared is between the County, member communities. and the NEORSD to improve services and foster collaboration.

• FINANCE

The Finance Department provides support services to various units within the CCDPW. Automated cost accounting programs and systems ensure accurate tracking and monitoring of expenditures, revenues, rate structures, and other data that provide financing for capital projects and operational budgets. All systems and programs are operated under generally accepted accounting principles. The CCDPW oversees an annual storm and sanitary sewer operating budget of more than \$17 million. Finance is responsible for accounts receivable, accounts payable, cost accounting, audit, inventory control, capital project financing, purchasing, and sewer assessment revenue management for member communities.

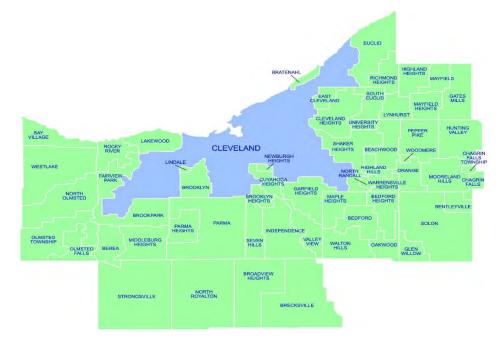


Appendix Description*

The following appendices contain a variety of reports representing the services provided to member communities in 2018. The CCDPW follows a manhole-to-manhole, sewer segmentbased accounting method for jet cleaning and TV (video) inspection maintenance services. The first two appendices contain listings of the collection system cleaned and inspected for the year by street. The next appendix lists the plan approvals for the more significant projects submitted to, reviewed and approved by the Engineering Department during the year for your community. Smaller review services such as house connections or ongoing, intermittent review of large multi-phase projects spanning several years of development are not shown on this report. The final appendices provide a breakdown of services including house visits, inflow/infiltration studies, construction activity, operating expenses, and capital project costs contracted for the community.

This annual report along with a map showing areas where collection system mainlines were jet cleaned and TV inspected, and locations where construction crew activities (e.g., house visits, and where house lateral connections needed to be cleaned or inspected) were provided, is available on our website at <u>http://publicworks.cuyahogacounty.us/en-US/Sewer-Maintenance-Services.aspx.</u> Adobe Corporation's free reader software is required and can be downloaded from <u>www.adobe.com</u>.

* <u>Please note</u>: These appendix reports are provided only to communities for which specific services are provided by the CCDPW. For example, if regularly scheduled mainline cleaning service is not provided for your community, a map was not produced. Similarly, if project review or capital project management services are not provided for your community, then there is also no corresponding report. Furthermore, certain specific member communities are provided limited maintenance only on County improvement mainlines and/or facilities.



SANITARY FLEET FACTS THE POWER OF REGIONALISM



<image/>	
House Trucks	
Specialized Plate Truck & specialized vehicles for catch basin repair	
Combination Jet-Vac & Straight Jet Trucks	
TV Camera Trucks	
Backhoes, Mini Excavators & Rubber Wheel Loader	
Class 5 Dump Trucks	
Construction trucks	
1 ton trucks for pump station service	
43,000 to 53,000 GVWR single-axle dump trucks	
58,000 to 60,000 GVRW tandem axle dump trucks	
Class 550 with crane for pump station service	
20-25 ton trailers	

Small Trailers



12



Community Streets Cleaned*



Collection System Jet Cleaning BRECKSVILLE

STREET # of segments Jet Ft BARR ROAD 1 39 BRECKSVILLE ROAD 25 5,449 CAMBRIDGE DRIVE 2 573 DEER RUN 8 1,937 ENGLISH DRIVE 5 791 GATEWOOD DRIVE 11 2,708 GLEN FOREST TRAIL 5 650 GLENHOLLOW COURT 2 402 GREENBRIER DRIVE 2 249 GREENHAVEN PARKWAY 8 1,848 HICKORY RIDGE DRIVE 26 4,017 HOLLYTHORN DRIVE 3 790 HUNTING DRIVE 7 1,663 KATHERINE BOULEVARD 5 813 LAKE FOREST DRIVE 7 1,219 LOG CABIN COURT 4 613 LOOKOUT DRIVE 3 726 NOBLE PARK DRIVE 5 1,267 NORTH COURT 1 293 OLD ORCHARD DRIVE 2 405 SENECA ALTORIVE 2 3
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Collection System Jet Cleaning BRECKSVILLE

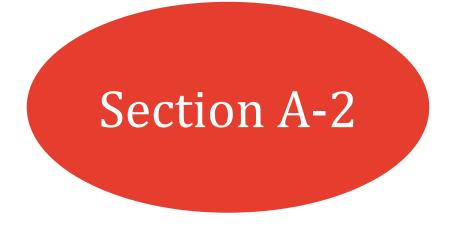
SANITARY

STREET	1	# of segments	Jet Ft
THORNTREE EASEMENT		2	323
TREELINE EASEMENT		2	168
VALLEYBROOK DRIVE		13	3,009
WEST SNOWVILLE ROAD		12	2,706
WHITACRE CIRCLE		1	271
WHITEWOOD ROAD		2	387
WILLOW COURT		1	328
	SANITARY TOTAL:	272	57,380

<u>STORM</u>		Street Count: 6	
STREET		# of segments	Jet Ft
BOXELDER DRIVE		2	488
CARDINAL LANE		2	468
HIGHLAND DRIVE		4	1,616
QUEENS WAY		1	289
TIMBER TRAIL		1	96
WHITEWOOD ROAD		1	241
	STORM TOTAL:	11	3,198
	GRAND TOTAL:	283	60,578



Community Streets Inspected*



Collection System TV Inspection BRECKSVILLE

<u>SANITARY</u>	Street Count: 64	
STREET	# of segments	TV FT
BARR ROAD	1	270
BOXELDER DRIVE	6	1,399
BRECKSVILLE ROAD	24	7,713
BRISTOL EASEMENT	1	212
BRISTOL LANE	4	647
CAMBRIDGE DRIVE	1	1,378
CARDINAL LANE	6	1,464
CHESTNUT CIRCLE	1	211
CHESTNUT EASEMENT	3	547
CHIPPEWA ROAD	1	300
COVEWOOD COURT	1	263
DEER RUN	14	3,081
EDGERTON ROAD	2	628
ENGLISH DRIVE	1	884
FITZWATER ROAD	1	122
GATEWOOD DRIVE	11	2,904
GLENHOLLOW COURT	2	406
GREENBRIER DRIVE	1	1,285
GREENHAVEN PARKWAY	3	2,626
HICKORY RIDGE DRIVE	17	2,764
HIGHLAND DRIVE	2	360
HOLLYTHORN DRIVE	3	794
HUNTING DRIVE	6	1,382
HUNTING EASEMENT	1	288
KATHERINE BOULEVARD	10	1,710
LAKE FOREST DRIVE	6	1,156
LOG CABIN COURT	4	678
LOG CABIN EASEMENT	1	162
LONG FOREST DRIVE	1	19
LOOKOUT DRIVE	3	806
MILL ROAD	1	15
NOBLE PARK DRIVE	5	1,275
NOBLE PARK EASEMENT	2	589
NORTH COURT	1	294
OLD ORCHARD DRIVE	14	2,089
OLD ROYALTON ROAD	2	217

Collection System TV Inspection BRECKSVILLE

<u>SANITARY</u>			
STREET		# of segments	TV FT
OVERBROOK DRIVE		1	161
QUAIL DRIVE		3	460
ROXBURGHE DRIVE		2	245
SENECA DRIVE		2	382
SENECA EASEMENT		4	696
SENTINEL DRIVE		10	2,247
SENTINEL EASEMENT		1	151
SNOW BLOSSOM LANE		8	1,940
SNOWVILLE ROAD		9	2,759
SOMERSET OVAL		1	305
SOUTH COURT		1	375
SOUTH EDGERTON EASEMENT		4	1,285
SOUTHPOINT PARKWAY		9	2,471
SPEARHEAD DRIVE		4	964
SPRINGSIDE OVAL		6	1,465
SUMMER WIND DRIVE		13	2,717
SUMMER WIND EASEMENT		6	1,475
SWEETWATER DRIVE		9	2,185
SWEETWATER EASEMENT		1	7
TAMARACK TRAIL		10	2,096
TREELINE EASEMENT		6	1,175
TURNING LEAF TRAIL		2	742
VALLEYBROOK DRIVE		13	3,044
WEST SNOWVILLE ROAD		19	4,086
WHITACRE CIRCLE		1	266
WIESE ROAD		1	3,504
WILLOW COURT		1	329
	SANITARY TOTAL:	310	78,470

<u>STORM</u>	Street Count: 33	
STREET	# of segments	TV FT
BOXELDER DRIVE	6	1,399
BRECKSVILLE ROAD	3	370
CARDINAL EASEMENT	1	246
CARDINAL LANE	4	875
CHIPPEWA ROAD	1	310

Collection System TV Inspection BRECKSVILLE

<u>STORM</u>			
STREET		# of segments	TV FT
FARVIEW ROAD		1	142
FITZWATER ROAD		1	122
GATEWOOD DRIVE		4	512
GREENHAVEN PARKWAY		2	227
HIGHLAND DRIVE		10	1,943
HOLLIS LANE		1	78
HOLLYTHORN DRIVE		1	12
LAKE FOREST DRIVE		1	67
LAWN PARK DRIVE		1	241
LOG CABIN COURT		1	141
LONG FOREST DRIVE		1	19
OAKES ROAD		1	400
OLD ROYALTON ROAD		3	247
OVERBROOK DRIVE		1	161
QUEENS WAY		3	728
QUEENS WAY EASEMENT		2	422
ROXBURGHE DRIVE		2	245
ROYALTON ROAD		1	255
SNOW BLOSSOM LANE		9	2,642
SUMMER WIND DRIVE		2	275
TANAGER TRAIL		1	312
TIMBER TRAIL		5	557
TREELINE EASEMENT		2	169
TUDOR CIRCLE		1	10
TURNING LEAF TRAIL		3	525
VERA DRIVE		1	22
WEST SNOWVILLE ROAD		13	2,606
WHITEWOOD ROAD		4	787
	STORM TOTAL:	93	17,067
	GRAND TOTAL:	403	95,537

Plan Approvals*



Brecksville Plan Approvals

Project ID	Project Name	Approval Date
17-031	Brecksville Nature Center	18-Jan-2018
17-052 (1)	Chase Bank	5-Feb-2018
18-003	Preserve at Parkside	4-Jun-2018
18-019	4900 Edgerton Road	15-Oct-2018
18-035	Aquatic Center	18-Dec-2018

Service Program Summary*



City of Brecksville

<u>Type</u>

Community Total

Sanitary Sewers Manholes 446,798 Feet 1,982 (Approximately)

2018 Service Program

<u>Program</u>	2018 Activity
1) High Pressure Jet Cleaning Sanitary – 57,380 Feet Storm – 3,198 Feet	60,578 Feet
2) House Service	310 Calls
3) Television Inspection Sanitary – 78,470 Feet Storm – 17,067 Feet	95,537 Feet
4) Construction Activities	127 Job(s)
5) Dye Testing	- Test(s)
6) Construction Permits Issued (Commercial) (Residential)	2 45
7) Plan Approvals	5 Plan(s)
8) Construction Inspection a) Main Lines Inspected b) Public R.O.W. Service Laterals c) Commercial/Residential Service Laterals	9,100 Feet 3,329 Feet 5,505 Feet

9) Catch Basins Cleaned

5

Community Operating Expenses*



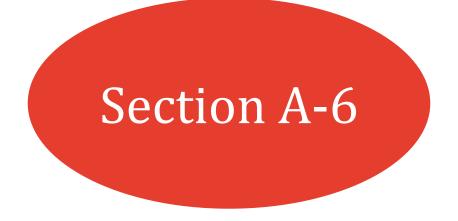
City of Brecksville

2018 Operating Expenses

<u>Activity</u> <u>Cost</u> Maintenance of Sanitary Sewerage Systems 1. \$704,986 Pump Station Operation and Maintenance 2. \$230,629 Waste Water Treatment Plant Maintenance \$ 0 3. **Engineering and/or Inspection** 4. \$245,664 Capital Expenses (See Section A-6 if any) \$558,282 5.

Total Operating Expenses: \$1,739,561

Community Capital Expenses*



City of Brecksville

2018 Capital Expenses

Route 82 Lining	\$ 82,674
Whitewood Lining	\$ 28,712
E. Wallings Road Repair	\$ 13,950
Southern Estates	\$ 56,379
Echo Hills Debt Service	\$ 111,490
Dewey Road Debt Service	\$ 148,422
Sweetwater Drive Repair	\$ 14,671
Brecksville Road Lateral and Test Tee Repair	\$ 15,623
Bradford Pump Station Elimination	\$ 86,361

Total Capital Expenses:

\$ 558,282

CONTACT INFORMATION

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Cuyahoga County Department of Public Works

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Cuyahoga County Together We Thrive