



*Peters Township*

# PUBLIC WORKS

2024 ANNUAL REPORT

# PETERS TOWNSHIP

Public Works Department

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## 2024 Director's Message



To All Peters Township Residents:

It is my pleasure to present the 2024 Public Works Annual Report. This report provides you with a summary of the Department's activities and accomplishments from last year. The goal of the Public Works Department is to operate efficiently and effectively while providing the best possible services to our residents. To help maintain public safety during emergency situations, the Department also provides resources, heavy equipment, snowplows, barricades, pumps, generators, and personnel as needed.

Our Department strives to inform the public of all that we do to beautify, maintain, and enhance the functionality of the Township. On behalf of the Department, we thank the community, Council Members, Township Manager, and other Township Departments and their staff for their support.

Lastly, I want to thank the Public Works Administration Staff for the help completing this year's report and hope you find it an informative and useful tool.

Jared A. Scott  
Director of Public Works

# WHAT IS PUBLIC WORKS?

## OPERATIONS/ADMINISTRATION

The Public Works Operations and Administration Department is responsible for being the point of contact for residents. The department is responsible for preparing work orders for scheduled and emergency maintenance work, collecting, entering data, maintaining department records and files, and operations of the Fueling Station.

## HIGHWAY MAINTENANCE

This Department is responsible for providing and maintaining a safe, well-kept transportation network throughout the Township. Department infrastructure maintenance responsibilities include all aspects of transportation such as roads, bridges, sidewalks, curb and gutter, street signs, and roadway striping.

## STORM SEWERS

This Department is responsible for the maintenance, repairs and inspection of storm water assets within the Township and works to ensure storm infrastructure is working properly during storm events. This includes street sweeping, which prevents debris from entering the storm water system.

## PARKS MAINTENANCE

The Parks Department is responsible for providing parks and recreational services for our residents and patrons. This includes keeping 7 Township parks landscaped, cleaned and groomed, over 3.5 miles of paved trails in working order, and all Township owned open space functioning properly and open to wildlife.

## VEHICLE MAINTENANCE

The Fleet Department is responsible for the maintenance, repairs, replacement, and purchasing of over 100 pieces of equipment ranging from lawn mowers to Heavy Duty Trucks.

## SNOW & ICE

The Public Works Department performs snow removal on 137 miles of roads, 21 of those contracted with PennDOT. The Department maintains a fleet of 13 fully equipped trucks with the normal response time to have all Township roads plowed and treated at least once within 6 hours.

# The Many Faces of Public Works



# Operations/Administration

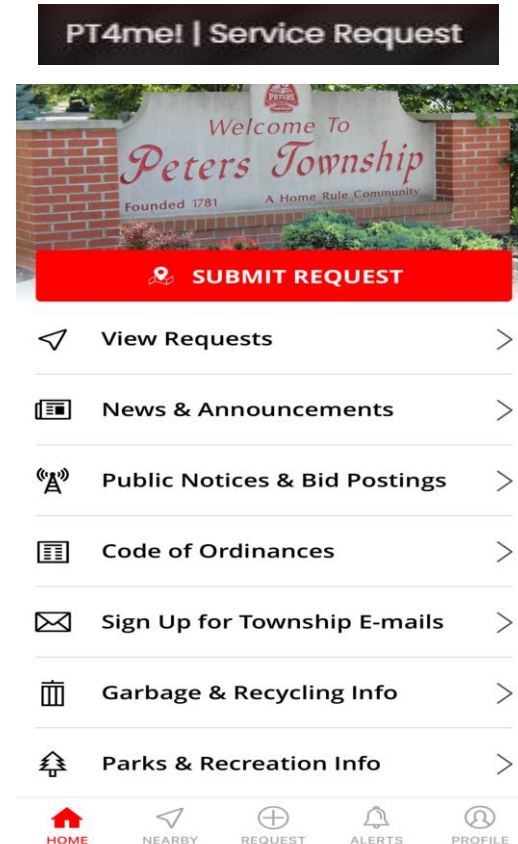
## Operations/Administration

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Peters Township's Mission, Vision, and Core Values provide the strategic framework that guides the Department of Public Works to achieve our planned projects and work programs throughout each year. Public Works serves the greater good of the community with strong leadership and dedicated employees. As we keep the growth of the community in the forefront of our mind. We set realistic goals for the evolution of the Township. We find harmony through shared values and ideas while cherishing the community we work and live in as well.



- **Emergency Notifications**
  - Examples include life threatening incidents, missing persons, lockdowns
- **Non-Emergency Community Alerts**
  - Examples include road closures, garbage delays, snow emergencies
- **Community Information**
  - Examples include promotion of community events, event cancellations, blood drives



## Contact Information

### Public Works Building

750 Bebout Road  
Venetia, PA 15367  
Phone: 724-941-6161  
Fax: 724-941-6075

## Staff

### Jared Scott

Public Works Director  
[jscott@peterstownship.com](mailto:jscott@peterstownship.com)

### Grant Loether

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### Abe Soldati

Foreman  
[asoldati@peterstownship.com](mailto:asoldati@peterstownship.com)

### Jay Mizia

Park Maintenance Supervisor  
[parkmaintenancesupv@peterstownship.com](mailto:parkmaintenancesupv@peterstownship.com)

# Parks Maintenance

## PARKS MAINTENANCE

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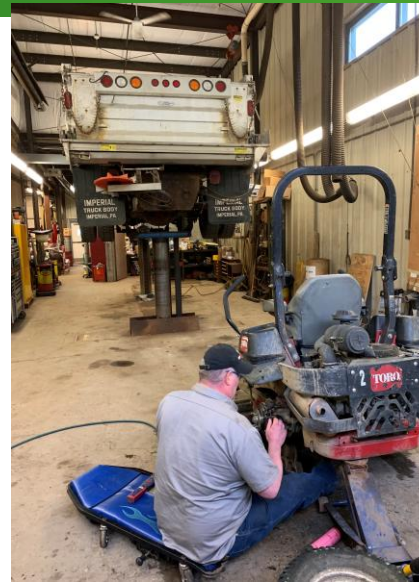
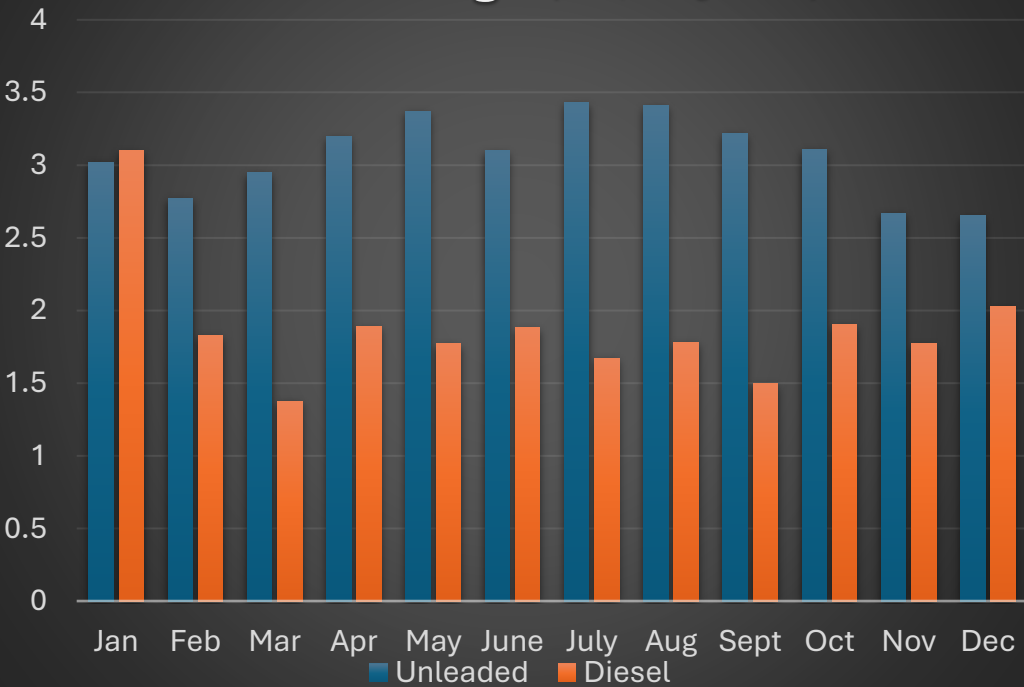


# Vehicle Maintenance

## VEHICLE MAINTENANCE

The Vehicle Maintenance Department is responsible for the maintenance, repairs, replacement, and purchasing of over 100 pieces of equipment ranging from lawn mowers to Heavy Duty trucks. This Department also provides maintenance to vehicles in the Planning Department, Engineering Department, Police Department, and Park & Rec Department.

## Fuel Usage (in 1,000 gallons)



TROY MUSSER, MECHANIC



# Highway Maintenance

## HIGHWAY MAINTENANCE

This Department is responsible for providing and maintaining a safe, well-kept transportation network throughout the Township. Department infrastructure maintenance responsibilities include all aspects of transportation such as roads, bridges, sidewalks, curb and gutter, street signs, and roadway striping.



# Storm Sewers

## STORM SEWERS

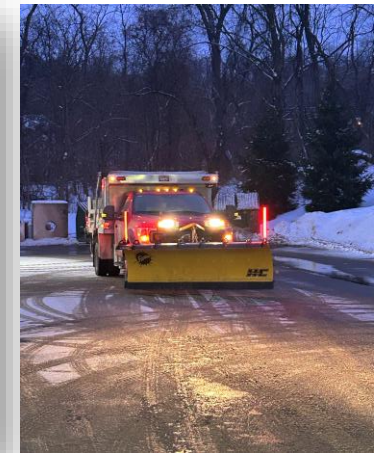
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# Snow & Ice

## SNOW & ICE

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# Residential Leaf Collection

In 2024, The Public Works Department provided weekly Residential Leaf Vac Collection to 285 homes throughout the Township. The Program operated from October 21<sup>st</sup> to December 6<sup>th</sup> and approximately 815 cubic yards of leaves were collected. These leaves are transported and dumped at the Municipal site to be composted and available to the residents in the Spring.



## Spring 2025 Leaf Bags

•Public Works will pickup leaves in the spring on select Mondays in April. A listing of those days will be posted in early 2025. Leaves must be paper leaf/lawn bags, and you must call Public Works ahead of time to schedule a pickup at 724-941-6161.



## Peters Township 2024 Leaf Vacuuming Program



### New Pickup Schedule in 2024

**\* PLEASE USE THE COLOR CODED MAP INCLUDED ON OUR WEBSITE TO DETERMINE YOUR SERVICE DAY \***

◆ Residents may purchase a 6-week season pass for 2024 by completing a Leaf Vacuuming Application. The fee for the pass is \$150 (cash or check made payable to Peters Township) and will not be prorated. Applications are available at the PT Municipal Building during regular business hours.

◆ Each week, the Public Works Department will service your residence on the day indicated on the color coded map included in this mailing. Your day may have changed from last year. Please consult the map on our website. Please have your leaves deposited at the curb the night before your scheduled day.

~ The leaf vacuuming season consists of the **six weeks** listed below ~

**Week 1:** October 21st - October 25th

**Week 2:** October 28th - November 1st

**Week 3:** November 4th - November 8th

**Week 4:** November 11th - November 15th

**Week 5:** November 18th - November 22nd

**NO PICKUP WEEK OF THANKSGIVING**

**Week 6:** December 2nd- December 6th

◆ Streets with no turn-around or under-sized cul-de-sacs are not eligible for this service. Please call the Peters Township Municipal Building at 724.941.4180 if you have a question on whether your street is eligible.

### How should my leaves be arranged?

Leaves (no branches, grass clippings, mulch, etc.) are to be raked or moved to the curb and formed in a long row approximately four feet wide. The machinery that collects the leaves cannot reach any farther than four feet from the gutter-line or edge of the street.

**\* Do Not Place Leaf Piles in the Street \***



# Branch/Shrubbery Pickup Service



<b>2024 Yard Waste</b>	<b>Stops</b>
Mar 25	20
Apr 8	12
Apr 22	24
May 6	19
May 20	19
Jun 3	27
Jun 17	18
July 1	21
July 15	13
July 29	16
Aug 12	13
Aug 26	21
Sept 9	22
Sept 23	15
Oct 7	17

This Program operated from March 25<sup>th</sup> to October 7<sup>th</sup> on a bi-weekly schedule. The service was established to assist residents with the disposal of small amounts of yard waste not normally collected by Waste Management. Residents must adhere to certain requirements in order for Public Works to service your needs.

## Requirements

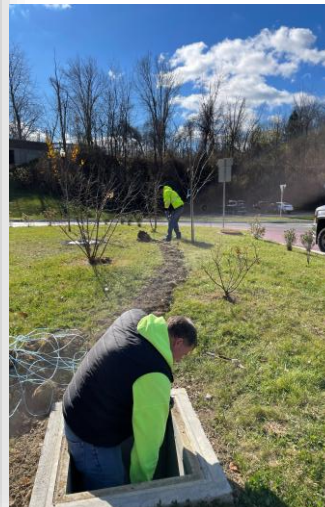
You must adhere to certain requirements in order for the Public Works Department to service your needs. These requirements are:

- Branches, limbs and shrub trimmings should be cut into 4 to 6 foot lengths. These should be placed curbside in orderly piles, or tied into bundles. Large piles placed carelessly in large masses **will not** be accepted. It is not necessary to tie or bundle large piles or branches.
- Branches, limbs, and shrub trimmings **MUST be placed curbside by 7:00 a.m.** on the day of branch pickup.
- Public Works can accept up to a 6 inch in diameter branch; larger diameter branches cannot be accepted as they will not fit into the chipper.
- Items not accepted are: stumps, root balls, grass and garden clippings, fireplace sized logs, or short logs. These items will jam the chipping machine and the disposal site will not accept them.
- Public Works will remove the equivalent of what would fit into the back of a pick-up truck. The route driver can reject any stop if these guidelines are not followed.

## Additional Information

You may reach the Public Works Department at 724-941-6161. If after regular business hours, please leave a message with your name, phone number, and address that you wish a pick up to be scheduled.

# Flagpole Installation at Roundabout



# Pavement Markings/Line Painting



# Fire Station #1 Concrete Replacement



Chief McLaughlin informed PW that the Ladder Truck was being sent out for repairs and would be gone for 3-4 weeks. This allowed Public Works to remove and replace a large concrete apron outside of the door where this piece of equipment parks. The timing was perfect for us to complete the work and give the concrete its recommended curing time before the truck crossed back over.



# Baseball Concession Stand Remodel

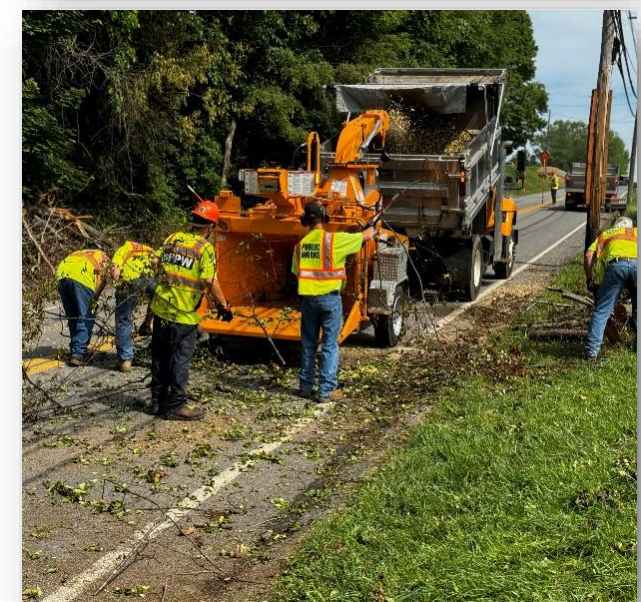


- The Baseball Concession Stand was completely remodeled including:
  - All new polyaspartic flooring
  - New custom-built countertops
  - New cabinets and shelving
  - New LED lighting
  - Textured ceiling
  - Painting of the walls and ceiling



# Emergency Tornado Response

On Saturday May 11th, a tornado touched down around Longleaf Dr and Church Hill Rd. Our Public Works Department responded to the damaged area to aid both the Police and Fire Departments. Our crews provided traffic control, set up Road Closed signs, removed damaged trees and other obstructions from the roadways, and patrolled for other areas affected by the storm. Our department spent an entire week cleaning up trees and debris/garbage.



# Center Church Rd Asphalt Repairs



A section of asphalt in the gutter line along Center Church Rd heaved and was allowing water to bypass the storm basin. The water was then finding its way into a resident's yard and eventually making its way down their driveway and flooding their basement.

We were able to dig out the shoulder of the roadway, add a curb, and adjust the asphalt to take the surface water and prevent the flooding issue moving forward.



# Sugar Camp Rd Asphalt Base Repair

A large section of asphalt failed at the intersection of Sugar Camp and Church Hill causing the road surface to completely fall apart and sink. After excavating the area, we found the subbase was not antique and the clay soil was removed.

The crew installed new geotextile road fabric and millings 18" deep to within 6" of grade. 6" of 19.5mm asphalt was installed in two separate lifts and compacted. This project was completed with crack sealing the joints.



# Hofbauer Field Flagpole Install

A new flagpole at Hofbauer Field was installed and a ceremony took place to raise the flag. This was a joint project between PW and the Football Association. Both played a great part to make this project possible.



# PW Building Concrete Floor Replacement



A large section of the concrete floor in Building 1 at the PW Complex was budgeted to be replaced in 2024 and was completed. The entire area replaced was 33' x 64' at a depth of 6" and required approximately 39 cubic yards of concrete.

# Fender Replacement of Landscape Trailer

A fabricating crew removed and replaced the fenders on one of the Departments older landscaping trailers. The project was finished off with fresh primer, paint, and all new LED lighting.



# Salt Storage Canopy Replacement

The salt dome canopy in Peterswood Park was replaced due to a large rip that could not be patched. This facility holds approximately 2,000 tons of Bulk Road Salt.



# Municipal Building Concrete Replacement



A section of the concrete walkway near the entrance of the Municipal Building failed and created a dangerous trip hazardous. The area was too severe to grind down and had to be removed and replaced by our Public Works Department.

The project consisted of jackhammering and removing the existing concrete pad. Excavating down 8" deep and installing a new subbase with #57 stone, wire mesh, and rebar. The area was then poured 4" thick with 4,000 psi concrete, joints were cut in by hand, broom finished, and sealer was applied to complete the project.

# New Police Station Concrete Dumpster Pad

A new concrete dumpster pad was installed behind the Police Station to open additional parking spots. The dumpster has sat in a parking space for the past handful of years and a request from Chief Glover was made to install a permanent pad.

The project consisted of excavating the area 10" deep, compacting the soil, adding 4" of #57 stone, wire mesh, rebar, pouring 4,000 psi concrete at a depth of 6", cutting the joints in by hand, broom finish, spray on sealer, and landscaping around the entire area.



# Library Ceiling Replacement



The drop ceiling in the Reading Room at the Library was replaced during the month of December. The entire ceiling including the track, panels, and lights were replaced. The lights were updated with LED Lighting.



# Statistics

- 23 Full-Time Employees
- 1 Part-Time Admin. Assistant
- 2,179 Pa 1 Call Tickets responded to (100% response rate)
- 120 Lane Miles of Roadway
- 8 Parks
- 12 Ballfields & The Arrowhead Trail
- 16 Traffic Signals
- 11 Township Buildings/Facilities
- 2,600 Storm Drains
- 3,500+ Road Signs
- 65 Stormwater Management Ponds
- 23 Licensed Vehicles  
(including over 100 pieces of Miscellaneous Equipment)

