

Jackson County 2024 Annual Report



A Message from the Engineer:

In accordance with Section 5543.02 of the Ohio Revised Code, the County Engineer must provide an annual

report to the Board of County Commissioners detailing the conditions of the county roads, bridges and culverts, along with an estimate of the funds necessary to maintain, repair, and construct such infrastructure. This annual report is a summary of everything we do here at the Jackson County Engineer's Office and the Jackson County Highway Department.

With a combination of various Local, State and Federal Monies, I am proud to report that in 2024 our office was able to pave over thirty two miles of county roadway, complete two ODOT Local Let bridges, develop four other ODOT Local Let bridges that will be completed in future years, and secure the funds necessary to improve approximately 90 miles of pavement marking. In my role as Jackson County Engineer, it has been a priority of mine to improve our infrastructure by aggressively replacing as many bridges as funds allow each year. In my 14 years as Jackson County Engineer, of the 262 total bridges owned by Jackson County, we have replaced 116. We will continue this improvement of our infrastructure with an overall goal of having 0 deficient bridges. The

slow but steady gains of achieving this goal are an investment in the future generations of Jackson County and its transportation system.

We also work toward the achievement of this goal with our own forces, The Jackson County Highway Department, under the direction of Andy Dickens and Jason Sickles. In addition to replacing and repairing bridges, our department contributed many hours to the improvement and maintenance of our transportation system through snow and ice removal, ditching, asphalt patching and paving, repairing and replacing signs, repairing guardrail, and maintaining and replacing culverts, as outlined in this report.

Lastly, we face many challenges as an agency with construction inflation, the number of deficient bridges, the cost of equipment, and the number of lane miles we are responsible for maintaining, but we will continue to be good stewards of the resources provided to us and work to provide the most improved transportation system we can.

Respectfully,
Melissa Miller, P.E., P.S.
Jackson County Engineer

Jackson County Engineer's
Office
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Jackson, Ohio 45640
740-286-4139

LEADERSHIP

Melissa B. Miller, P.E., P.S. -
Jackson County Engineer

Andy Dickens - Highway
Superintendent

Jason Sickles - Maintenance
Superintendent

Steve Arrowood -
Payroll/Yard Clerk

THE TEAM

2024 RETIREMENTS

Gloria Addington – After fourteen years of service with the Engineer's Office, Gloria retired from the position of Administrative Assistant. Gloria greeted every visitor with kindness and strived to work harmoniously with everyone. Her kind spirit will be missed but we wish her a happy retirement!

2024 NEW HIRES

Julie Angle – Julie was hired in October of 2024 to replace Gloria as Engineer Miller's Administrative Assistant. Her duties include processing invoices, purchase orders, and time sheets. She also assists in financial reporting, inventory, and all other general office duties. Julie has over fifteen years of combined experience in the automotive manufacturing sector.

Shelby Erslan, P.E. – Shelby was hired as a part-time employee in August to assist in managing the Federal and State Funded LPA projects. She previously worked fourteen years for ODOT and two years for the consultant – The Mannik & Smith Group.

OFFICE

UTILITIES/DRIVE-WAY PERMITS

Mark Jenkins – In 2024, Mark issued sixty-one driveway permits and seventy-three right of way permits. Mark also coordinates the utility relocation process for all county work involving digging.

GIS/TAX MAP DEPARTMENT

Chris Stone – GIS/Map Technician III

Gregg Howell – GIS/Map Technician I

In 2024 Chris and Gregg reviewed and approved 181 land surveys, issued ninety-four new addresses, and assisted the public and other governmental agencies in utilizing the records kept on file at our office.

Highway Department

In 2024, the Jackson County Highway Department operated with sixteen full-time employees: two mechanics and fourteen highway workers.

2024 FINANCIALS

2024 Revenue (with a look back at 2023)

Revenue Source	2023	2024
Motor Vehicle Registration Fees	\$1,287,234.70	\$1,288,223.32
Perm Tax 4504.02	\$109,121.58	\$124,619.77
Perm Tax 4504.15, 4504.16 4504.24	\$391,879.19	\$447,456.93
Gasoline Tax	\$3,827,153.05	\$3,871,744.51
Fines	\$41,787.28	\$40,097.28
Miscellaneous (scrap metal, interest, ODNR, BREC, etc.)	\$86,701.79	\$121,159.25
Reimbursements (OPWC, BWC, Amish, FEMA, OEMA)	\$388,229.12	\$102,636.58
TOTALS =	\$6,132,106.71	\$5,995,937.64

2024 Expenditures (with a look back at 2023)

Expense	2023	2024
Payroll	\$1,535,051.20	\$1,604,545.76
Fringe Benefits	\$610,361.04	\$668,892.23
Overhead	\$231,251.37	\$229,881.05
Debt on Loans	\$366,233.86	\$520,227.93
Equipment, Parts, & Repairs	\$448,648.87	\$461,837.63
Fuel & Oil	\$138,376.91	\$147,262.40
Road Materials	\$899,985.89	\$951,137.94
Road Contracts	\$829,599.67	\$902,345.40
Bridge Materials	\$590,332.57	\$490,439.78
Bridge Contracts & Design	\$288,638.24	\$189,883.15
TOTALS =	\$5,938,479.62	\$6,166,453.27

As revenue remains the same and the cost of doing business increases, we will continue to explore all grants, loans, and credits available to us through the Federal and State governments to maximize our upgrades to Jackson County roads and bridges. We will also continue to make the decisions necessary each year to replace and repair the superstructure that qualifies for the available grants, loans, and credits along with exploring all immediate safety or necessary repair concerns.

2024 BRIDGES

The Engineer's Office is responsible for the maintenance and repair of 262 bridges on Jackson County Roads and Township Roads with a span length equal to ten feet and greater. All the bridges must be inspected annually, and an inspection report must be submitted to the Ohio Department of Transportation (ODOT). Needed repairs and replacement projects are prioritized during these annual inspections.

Ohio law requires the County Engineer to first perform a force account estimate on any bridge work to be performed. If the cost of the work on a bridge exceeds \$244,650, then the project must be bid out to a contractor. If the cost is estimated to be less than \$244,650, then the county crews can do the work themselves. This force account limit was increased from \$100,000 to \$244,650 effective July 1, 2024. With construction costs increasing, had this limit not been increased, our office would not be able to continue replacing bridges with our own forces.

For bridges that our office is required to bid to a contractor, we work diligently to secure funds through two sources. One, we apply for a grant, funded with state funds, through the Ohio Public Works Commission (OPWC). Two, we apply for Federal Funds through the County Engineer's Association (CEAO). The Federal Funds are awarded by CEAO, originate with the Federal Highway Administration (FHWA) and are managed by the Ohio Department of Transportation (ODOT).

Jackson County has worked diligently to meet all the requirements of the Ohio Department of Transportation's Local Public Agency process (LPA process) to successfully administer bridge projects that are required to be bid to contractors.

Participating in this process provides the county with more control concerning design and construction; therefore, the cost of these projects. As the owner of the finished project and the ones responsible for maintaining it, it is also important to be the ones making the decisions for what we will end up with in the end. Our office continues to find ways to improve our participation in this program with the goal of saving the county money while delivering a quality finished project. An example of money saved includes the ability to be reimbursed for Construction Engineering and Inspection costs from ODOT for qualified county employees performing this work. A list of completed and/or developed OPWC and ODOT Local-Let Bridge Projects, in 2024, are as follows:

Summary of 2024 LPA and OPWC Projects Awarded to Contractors

STRUCTURE	ROUTE/SECTION	DESCRIPTION	CONSTRUCTION COST	INSPECTION & CONSTRUCTION ADMIN.	TOTAL PROJECT COST
4030214	CR39-3.06 LPA	BRIDGE REPLACEMENT ON MULGA ROAD OVER MULGA RUN	\$387,575.25	\$51,306.42	\$438,881.67
4031105	T973-.08 LPA	BRIDGE REPLACEMENT ON BYERS/WINTERS ROAD OVER PIGEON CREEK	\$687,006.29	\$119,307.76	\$806,314.05
THE FOLLOWING BRIDGES WERE PLANNED AND AWARDED IN 2024 AND WILL BE COMPLETED IN 2025.					
4035224	T517-2.94 LPA	BRIDGE REPLACEMENT ON RAMEY DRIVE OVER BUCKEYE CREEK	\$768,166.70	\$76,808.00	
4033469	T217-0.05 LPA	BRIDGE REPLACEMENT ON BROHARD ROAD OVER PIGEON CREEK	\$609,381.00	\$89,015.00	
4033052	T317-0.17 OPWC	BRIDGE REPLACEMENT ON MAYBE KARN ROAD OVER TRIBUTARY TO HOLLAND FORK	\$535,000.00	Inspection by County Engineer	
4034865	T399-0.02 OPWC	BRIDGE REPLACEMENT ON ARCH CAMPBELL ROAD OVER BLACK FORK CREEK	\$550,000.00	Inspection by County Engineer	

Local Let Bridge Project - JAC-CR39-3.06 – MULGA RD – COMPLETED 4/22/24.



JAC-CR39-3.06 – Mulga Rd was a Locally Let Bridge Replacement project awarded to the lowest bidder, DGM Inc. The local let bidding process, through an agreement with the Ohio Department of Transportation (ODOT), allows the Jackson County Engineer's Office (JCEO) the opportunity to oversee all aspects of a project. The JCEO applies for the grants to fund the project, works with ODOT in determining any Environmental concerns, Right of Way issues, or Utility conflicts, works with designers and consultants in the designing, bidding, and awarding process and throughout the construction phases to complete the project. Many hours of work are involved in completing a project from inception to completion. The JCEO is committed to this process because it allows for more decision making and opportunity for cost savings at the local level.

JAC-T973-0.08 BYERS WINTERS – COMPLETED 07/18/24



JAC-T973-0.05 – Byers-Winters Rd. was a locally let bridge replacement project awarded to the lowest bidder, Alan Stone Construction Company.

2024 BRIDGE REPLACEMENT PROJECTS BY COUNTY FORCES

The Jackson County Highway Department replaced a total of 8 bridges in 2024. Two box culverts, **Table A**, were paid for with grant money and installed by our Highway Department. A total of 6 bridges were paid for with our local budget, **Table B**, and installed by our Highway Department.

Table A

STRUCTURE	ROUTE/SECTION	LOCAL NAME	DESCRIPTION
4030311	C2-7.04	CH&D Rd.	Box Culvert – Materials paid for with CDBG funding. (Community Development Block Grant)
4034155	C10-4.30	Pattonsville Rd.	Box Culvert – Materials paid for with OPWC funding. (Ohio Public Works)

C2-7.04 Box Culvert, totaling \$149,464.19, CDBG funding



C10-4.30 Box Culver, totaling \$113,300.98, OPWC funding



Table B

4032012	C78-0.20	Fairgreens Rd.	112"x75"x32" Corrugated Metal Squeeze Pipe (CMSP)
4034937	T136-0.52	Smokey Hollow Rd.	64"x43"x34" Twin CMSP Pipes
4034945	T136-0.78	Smokey Hollow Rd.	64"x43"x32" Twin CMSP Pipes
4034953	T136-1.05	Smokey Hollow Rd.	Twin CMSP Pipes
4032446	T197-1.13	Richland Furnace Rd.	112"x75"x32" CMSP
4032454	T197-1.40	Richland Furnace Rd.	112"x75"x28" CMSP

T136-0.52



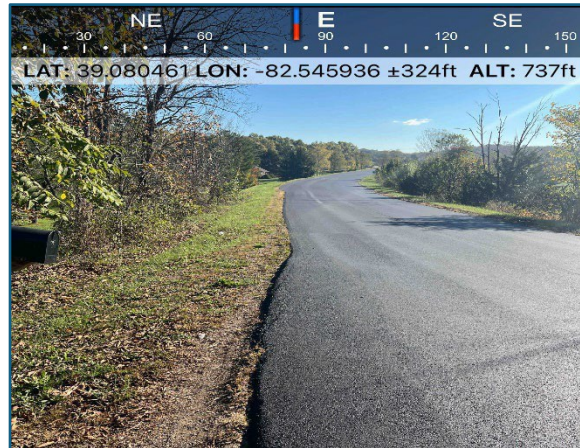
T136-1.05



2024 RESURFACING

CONTRACTED RESURFACING

The Jackson County Engineer's Office was able to secure a grant from the Ohio Public Works Commission for the resurfacing of approximately 13 miles of county roads. The resurfacing project was advertised in May 2024 and awarded to the lowest bidder, Shelly & Sands, in June 2024 for a total project cost of **\$772,230.25**. The roads and sections that were included in this project were as follows:



ROUTE NUMBER	NAME	MILES PAVED	TONS OF MATERIAL
C-4	Cozy Glen	1.855	1270
C-5	Moriah	0.751	514
C-17	Monroe Hollow	2.133	1356
C-35	Glenroy	1.700	526
C-59	Rock Run	0.420	274
C-591	Rock Run	0.620	283
C-592	Rock Run	0.100	59
C-78	Fairgreens	3.580	2509
C-85	Lake Katharine	1.530	898
C-86	Ed Davis	0.282	184

RESURFACING BY COUNTY FORCES

In addition to this 13-mile resurfacing project, with the use of local funds, the Jackson County Highway Department was able to complete over 19 miles of resurfacing for a total cost of **\$425,372.97**. Ohio law requires the County Engineer to first perform a force account estimate on any roadway work performed by our own forces. In order to complete the work with our own forces, we must stay under \$73,500/lane mile. This equates to approximately a ½ inch asphalt overlay. The routes and sections resurfaced with our own forces were as follows:

ROUTE NUMBER	NAME	MILES PAVED	TONS OF MATERIAL	TOTAL COST
C7	Evans Rd.	4.904	1075.03	\$115,855.22
C9	Keystone Furnace Rd.	4.472	838.26	\$88,005.44
C12	Antioch Rd.	2.178	462.36	\$53,562.56
C15	Camba Rd.	2.884	562.10	\$63,439.80
C73	Van Fossan East	3.648	685.76	\$79,051.04
C86	Ed Davis Rd.	1.294	234.71	\$25,458.91

2024 ROAD MAINTENANCE

CONTRACTED ROAD MAINTENANCE

Our office advertises and awards the following road maintenance items to the lowest bidder. In 2024 we secured Federal funds to improve approximately 90 miles of pavement marking. Due to unforeseen delays, the project will be completed in 2025. Our mowing contract and guardrail spraying are paid for with local funds.

DESCRIPTION	QUANTITY	COST
PAVEMENT MARKING	90 Miles	\$110,474.10
MOWING	4 Full Passes	\$113,300.40
GUARDRAIL WEED SPRAYING	19 Miles	\$9,995.00

COUNTY FORCES ROAD MAINTENANCE

In addition to the already mentioned paving and bridge projects completed by our 14 Highway Workers, I am proud to report on the completion of these additional road maintenance items for 2024.

DESCRIPTION	AMOUNT COMPLETED
Snow and Ice Removal	1225.42 HOURS
Chip & Seal	44.59 LANE MILES
Pothole Patching	33 LANE MILES
Berming	13.74 LANE MILES
Ditching	13.74 LANE MILES
Brush Cutting (Boom Mower)	117.84 LANE MILES
Tree Removal/Trimming	8.19 MILES
Herbicidal Spraying	951.75 GALLONS
Sign Replacement/Maintenance	302 EACH
Culvert Replacement/Maintenance	2783 FEET

MATERIALS USED - 2024

Description	Quantity
Cold Mix	481.5 tons
Hot Mix	5,513.14 tons
Liquid Emulsion	79,671 gallons
#8 Stone	2,524.43 tons
Herbicide	951.75 gallons
Pipe	2783 feet
Signs	305 each
Salt	1,385.125 tons
Liquid Deicer	2910 gallons

2024 EQUIPMENT AND FACILITIES



New Salt Shed – In 2024 funds were budgeted for the construction of a new salt shed. The low bidder, A&B Construction, Inc., was awarded the contract for a total of **\$177,455.00**. Construction will begin in 2025.



Every year we strive to update and service our equipment as efficiently as possible to maximize service life and minimize the effect on our total revenue. In 2024, we were able to purchase 2 Western Star Tandem Dump Trucks and 1 MowerMax Brush Cutter.

Looking ahead to 2025 – In 2025 we estimate that revenue will remain very similar to 2023 and 2024, making it imperative that we work diligently in exploring innovative ways and all funding possibilities to continue to maintain and improve our transportation system. With federal and state grants, we will replace two more structures utilizing the ODOT LPA process. These structures are located on **Bucklick Rd.** and **Big Run Rd.** And with an OPWC grant, we will replace four structures located on **Bucklick Rd., Beaver-Pike Rd., Dixon Run Rd.,** and **Maybee Karn Rd.** The OPWC grant will also allow us to pave all **C47, C68, C80** and parts of **C10** and **C39**. With our local budget we will replace one structure on **Dark Hollow Rd.** and one structure on **Maybee-Karn Rd.** As mentioned in my message on page one, we will continue to make as many improvements as possible each year to our infrastructure for the slow and steady goal of 0% deficient bridges for the future generations of Jackson County and our transportation system.