



Public Works



Staff



The Ocean Pines Department of Public Works and CPI consists of a diverse staff of 32 employees.

Public Works is filled with highly dedicated employees who cover a vast array of tasks and responsibilities throughout Ocean Pines. It is on call 24-7 year-round to OPA and its residents.

Staff

- ☐ Mechanic
- ☐ Landscaper
- ☐ Master HVAC mechanic

- ☐ Licensed electrician
- ☐ Licensed carpenter
- ☐ Licensed CPO
- ☐ Inspectors

- ☐ Administrative assistants
- ☐ Equipment operators & general laborers

Scope of Work



Roads



Drainage



Grounds



Landscaping



Parks



Signs



Maintenance of fleet
and equipment



Scope of Work

General Maintenance

- ☐ Maintain assets and facilities
- ☐ Puts together RFPs for replacements and capital projects



Scope of Work

Bulkheads and Waterways



- ☐ Bulkhead repairs and replacements
- ☐ Maintenance of channel markers, buoys and depth of canals

Scope of Work

CPI



- ☐ Responsible for the compliance of the Declaration of Restrictions, permits and inspections of properties

Scope of Work



Administrative



- ☐ Answer phones during business hours
- ☐ Handle purchase orders/authorizations for the department
- ☐ Answer resident questions
- ☐ Track the use and maintenance of OPA fleet of vehicles and equipment

Bulkheads



- ❑ Maintain **97, 956.25 linear feet** of bulkheads
- ❑ Handle resident requests to address problems from sink holes, cap board replacement, major tie rod corrosion and failure of bulkheads

Bulkheads



- ☐ Schedule replacement of bulkheads by inspections and age
- ☐ Replace an average of 3000 feet each year
- ☐ Work closely with marine contractors to ensure contract compliance
- ☐ Repair and replace outfall pipes through the bulkheads

Bulkheads



- ☐ Bulkhead program has been permitted out until 2023
- ☐ Now on year 2 of a 4-year plan
- ☐ Working on the next few years by evaluating each section by age and condition

Drainage

- ❑ Take care of over **250 miles** of storm water improvements, including ditches, storm water ponds and bio retention areas
- ❑ Handle resident requests about standing water, blockage in ditches, and water on properties
- ❑ Assist residents with areas under county and state control
- ❑ Evaluate all ditches and work with staff and outside contractors to clean them

Drainage



CLEANING OUT A DITCH



REPLACING PIPES UNDER ROAD WITH LARGER POLY PIPES TO HELP IMPROVE DRAINAGE



REPLACING AN OLD METAL PIPE WITH A NEW POLY ONE



INSTALLATION OF A BACK FLOW ON A DRAINAGE PIPE AFFECTED BY TIDES

Drainage Maintenance

- ❑ Ocean Pines owns **5.8 miles** of underground pipes and over **8000** driveway culvert pipes in front of each residence
- ❑ Handle the maintenance of all the storm water improvements throughout Ocean Pines
- ❑ Keep ditches free from debris by trimming ditch banks, digging when needed and replacing drainage pipes. A jetter helps keep pipes open and flowing.

Drainage Maintenance



Drainage Maintenance

Ocean Pines property owners & residents can help maintain drainage ditches on their property by:

- ☐ Keeping ditches free of debris
- ☐ Keeping branches out of ditches
- ☐ Refraining from blowing leaves in ditches
- ☐ Checking in front of culvert pipes before rain events to make sure they are clear

Failure to do these things could result in blockages of the ditches, affecting you and your neighbors with possible flooding.

Roads

- ☐ Take care of **approximately 80 miles** of roads
- ☐ Evaluate all roads yearly to determine condition and provide a list for resurfacing
- ☐ Oversee resurfacing projects
- ☐ Repair potholes and erosion of shoulders
- ☐ Keep roads safe and clear during snow events
- ☐ Evaluate roadside trees and oversee trimming work



Shop/Mechanic Work

Maintain fleet of equipment and vehicles owned by Ocean Pines including:

- ☐ Oil changes
- ☐ Brakes
- ☐ General upkeep



Signs

- ☐ Perform maintenance on signs throughout Ocean Pines
- ☐ Repair and replace informational, warning, regulatory and special event signs
- ☐ Most signs are made in-house



Waterways

Take care of over **12 miles** of canals and area waterways

- ❑ Remove buoys and channel markers yearly for inspection and to perform repairs or replacement
- ❑ Handle resident dredging requests and follow up with depth readings and other information required to complete permits required to be dredged
- ❑ Remove items from waterways that could be hazardous to boaters



Waterways

- ☐ Ocean Pines Public Works does NOT enforce rules or regulations on Ocean Pines waterways
- ☐ Boating laws and regulations are enforced by **Maryland Natural Resources Police**
- ☐ To report an emergency, violation or abandoned boat, call the Natural Resources Police at 410-643-8888

General Maintenance

Handle maintenance of Ocean Pines facilities, including

- ☐ Administration / Police buildings
- ☐ Public Works / CPI buildings
- ☐ Community Center
- ☐ Golf Club, cart barn and golf maintenance building
- ☐ Yacht Club and pool
- ☐ 2 marinas
- ☐ Craft building
- ☐ Beach Club and pool
- ☐ Sports Core, Mumford's Landing and Swim & Racquet Club pools



Aquatics Maintenance



BEACH CLUB POOL
WINTERIZED AND COVERED



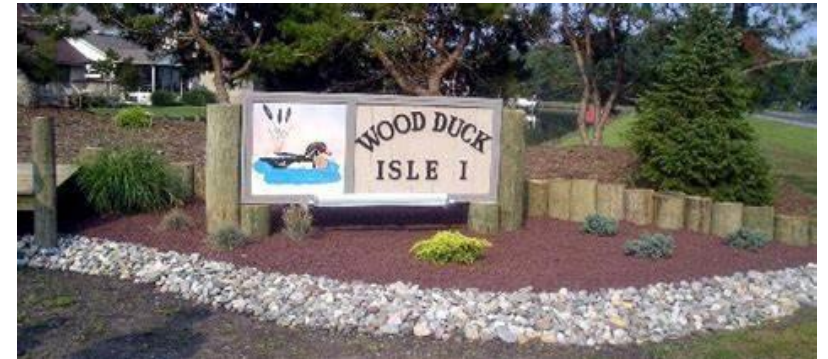
FIRST OF MANY GALLONS TO FILL THE
RECENTLY CLEANED SWIM & RACQUET
CLUB POOL

- ❑ Maintain 4 outdoor pools, 1 tot pool, 1 splash pad, 1 indoor pool
- ❑ Handle maintenance of pumps, filters and chemicals needed to keep pools clean and safe
- ❑ Multiple certified pool operators handle responsibilities

Grounds Mowing

Mow in excess of **300 acres**, including:

- ☐ Facilities
- ☐ Entrances (weekly)
- ☐ Parks (weekly)
- ☐ Open spaces
- ☐ Easements and right of way (every three weeks)



Leaves

Collect **250-300 tons** of bagged leaves and **800-1000 tons** of loose leaves each year from residents

- ☐ Pick up bagged leaves from residents
- ☐ Vacuum loose leaves raked out of ditches using vacuum truck
- ☐ Open Public Works yard for unbagged leaves and yard debris



Community Support

Public Works is privileged and honored to be involved with many different community activities through out the year.

- ☐ Honoring a local fallen hero
- ☐ Helping neighboring communities after a disaster
- ☐ Participating in Big Truck Day
- ☐ Assists the Ocean Pines Veterans Memorial
- ☐ Set up and clean up of fireworks display



Service Request & Work Orders



Work Orders

Bulkheads/Waterways

49 | 4%

- Includes repairs to bulkheads, sinkholes, cap boards, buoys, removal of items floating in canals and channel markers
- Sink holes are the largest percentage

Drainage

294 | 22%

- Includes ditches, storm water improvements, sediment erosion control, meeting with residents about property flooding, pipe replacement, installation of new driveway culverts, blowing out pipes and cleaning debris and sediment out of ditches
- Debris in ditches is the largest percentage

Fleet Maintenance

42 | 3%

- Includes preventative maintenance to OPA fleet of vehicles and equipment.
- Oil changes, brake jobs, lights, tires, 100-hour services on equipment, 3000- and 5000-mile services on vehicles per manufacturer recommendations

Work Orders

General Maintenance

729 | 54%

- Mainly work orders generated by Ocean Pines department heads for work to be done to OPA facilities.
- Includes preventative maintenance, winterization & de-winterization of facilities, HVAC, refrigeration, electrical, plumbing, building/construction, painting, pool chemicals, equipment maintenance, power washing, irrigation system repairs

Grounds

33 | 2%

- Includes grass cutting at facilities, parks and green spaces as well as road-side
- Leaf pickup
- Tree trimming
- Tree removal

Miscellaneous

106 | 8%

- Picking up dead animals and animals in canals
- Delivery of fill dirt to residents
- Moving of Yacht Club and Recreation and Parks stages
- Moving furniture
- Trash and debris pickup
- CPI work orders

Work Orders

Roads

48 | 3%

- Includes repairs to bridges
- Potholes
- Adding fill to edge of roads with soil or stone
- Parking lot maintenance
- Line painting
- Investigation and follow up on county road cuts
- Snow removal
- Salt application
- County road cuts and potholes are the largest percentage

Signs

50 | 4%

- Includes all street warning and regulatory sign repairs and replacement
- Entrance signs
- Facility signs
- Lettering on OPA vehicles and equipment
- Replacement of street signs damaged by vehicles is the largest percentage.

Contact

Email

ewells@oceanpines.org

Phone

410-641-7425

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We are here during Nor-Easters, hurricanes, snowstorms, flooding or just a thunderstorm. From removing a tree blocking a roadway, repairs to a facility on a busy weekend, collapsed pipe, assisting police in clean up from an accident, or virtually any other emergency activity in Ocean Pines we are on the scene assisting and making repairs. We will stay staffed for emergency events till the threat has passed. In every situation we are and will be here for OPA no matter the problem or the situation.

-Eddie Wells

Director of Ocean Pines Public Works