



FINAL DETERMINATION TO CLOSE
THE SUSPENDED ADELPHI, OH POST OFFICE
AND CONTINUE TO PROVIDE
SERVICE BY NONPERSONNEL UNIT

DOCKET NUMBER 1352386 - 43101

I. RESPONSIVENESS TO COMMUNITY POSTAL NEEDS

The Postal Service is issuing the final determination to close the Adelphi, OH Post Office and provide delivery and retail services by nonpersonnel unit under the administrative responsibility of the Laurelville Post Office, located 1.7 miles away.

The postmaster position became vacant when the postmaster retired on 09/30/2014. Postmaster level and office service hours are determined by a workload analysis which includes the number of deliveries and revenue.

The office is being studied for possible closing or consolidation due to the following reasons; The Adelphi Post Office is a leased facility inside of a building that had multiple other tenants. The overall building is in need of numerous repairs. The roof is in need of major repairs the second story windows are missing from the building the gutters have fallen from the building the lower level unit area filled with water the second story floor is bowing down into the first floor the building has mold in many different areas of the building there are many different strong odors the flooring is coming loss the first level floor is sinking. The lessor has refused to do any repairs and the repair work that is needed is outside of our leased space. The current community that this office resides in is going to incorporate with the neighboring city and the Postal Service is determining the needs of the new community structure.

The Post Office facility had severe building deficiencies that included: The building that the Adelphi Office is located in has many structural, safety and security issues. The lessor has been contacted many times on the needed repairs and has refused to correct the problems. Our office is just a small part of the entire building and the scope of needed repairs are beyond our leased space. The issues in the other parts of the building are creating numerous issues in our office. There is water damage, mold issues, structural defects, security problems and many other safety hazards.

The Adelphi Post Office provided retail service from 12:00 pm to 4:00 pm Monday through Friday and 9:00 am to 11:00 pm on Saturday.

The revenue trend for the office during the last several years is as follows:
FY 12 \$ 39,483.

FY 13 \$ 37,794.
FY 14 \$ 36,314.
FY 15 \$ 21,215.
FY 16 \$ 297

Since the suspension of service, customers have received delivery and retail services by nonpersonnel unit emanating from the Laurelville Post Office, an EAS-18 level office located 1.7 miles away. Window service hours are from 8:00 am to 11:30 am and 12:30 pm to 4:00 pm, Monday through Friday, and 8:00 am to 11:00 pm on Saturday.

On February 13, 2020, representatives from the Postal Service were available at Adelphi Community Center, 11759 Market Street, Adelphi, Ohio 43101 to answer questions and provide information to customers. 3 customer(s) attended the meeting.

On January 31, 2020, 162 questionnaires were distributed to delivery customers of the Adelphi Post Office. Questionnaires were also available over the counter for retail customers at the Laurelville Post Office. 27 questionnaires were returned. Responses regarding the proposed alternate service were as follows: 0 favorable, 1 unfavorable, and 26 expressed no opinion.

The proposal to close the Adelphi Post Office was posted with an invitation for comment at the Laurelville Post Office from February 28, 2020 to April 30, 2020.

The following additional concerns were received during the proposal posting period:

The following concerns were expressed from questionnaires, the community meeting, on the petition, and on the congressional inquiry:

1. **Concern:** Customer desired to have rural delivery instead of the Post Office boxes.

Response: The mode of delivery was determined by the Village to place these boxes at the Village offices to retain the Adelphi name and the zip code. Adelphi does not meet the criteria of having a rural carrier assigned to a non delivery zip code. To do so would result in the loss of the identity of Adelphi.
2. **Concern:** Customer expressed a concern that they would like rural delivery service in this small area.

Response: There are several guidelines pertaining to the Adelphi Village having no assigned rural delivery and the customers receiving their mail in the boxes provided by the USPS. This location has always had PO Box delivery in the Adelphi village limits. At this time there is no change proposed to the mode of delivery service. Adelphi will retain their town name and zip code. With such a change 911 would determine the change to a Laurelville address and the town would lose its identity.
3. **Concern:** Customer notated that survey are designed to acquire desired results and yes or no is not always a preferred choice.

Response: The survey that is sent to the customers during a discontinuance is really a questionnaire about how much the customers actually use the postal services. It is required by law to be placed in the Discontinuance docket upon completion.
4. **Concern:** Customers expressed concern over the apparent lack of interest by the Postal Service for the needs of the community.

Response: The Postal Service is required to provide each community with regular and effective service, using the most cost efficient means possible. The proposed alternate delivery service will meet the mailing and service needs of the community in a more cost effective manner.
5. **Concern:** Customers expressed concern over the apparent lack of interest by the Postal Service for the needs of the community. There was also a statement about the determination of the 4 hour office prior to the closing and that there was not enough notice for the suspension.

Response: The Postal Service is required to provide each community with regular and effective service, using the most cost efficient means possible. The proposed alternate delivery service meets the mailing and service needs of the community in a more cost effective manner. There was a statement made about the lack of concern about the 4 hour office determination and the immediate closing. There was a community meeting prior to this taking place before Postmaster Marsha Garrett's job was eliminated. There were 14,400 Post Offices nationwide that lost their Postmasters and hours of operations. This was determined in the fall of 2011 by Congress and

Postal officials to use the financial numbers and the amount of deliveries to devise a formula of how many hours an office earned. Adelphi fell into the 4 hour office and became a remotely managed office under the administrative office of Laurelville OH. Laurelville met all of the formula and criteria to remain an 8 hour office. The closing was announced to the public via Postal Customer letter on 9/15/2015 stating that the office would close on 10/02/2015. The lessor would not fix the building and the mold was becoming very dangerous for the employee to work in. Safety ordered the closure when the landlord would not fix the problems.

6. **Concern:**

Customers felt the community should have a Post Office and wanted a new facility provided.

Response:

No suitable quarters are available in the community to house an independent Post Office. A new lease would require a building which meets federal guidelines. A postal facility is not constructed when effective and regular service can be provided by a more cost-effective alternate service.

7. **Concern:**

Customers were concerned about having to travel to another Post Office for service.

Response:

Services provided at the Post Office will be available from your current location of the mail boxes. Customers will not have to travel to another Post Office for mail service. Your mail service will remain in the same location so you do not have to travel to Laurelville for your mail.

8. **Concern:**

The customer expressed concern over the current mode of delivery being eliminated.

Response:

There will be no change to your current mode of delivery. The boxes will be retained at the Adelphi Village location.

9. **Concern:**

Customer asked if the Post Office could be renamed to Adelphi-Laurelville Post Office.

Response:

To rename a Postal Facility rarely happens and requires an act of Headquarters and Congress.

10. **Concern:**

Customer expressed a concern about their 911 address.

Response:

911 addresses are generally given by the county's 911 coordinator. The Postal Service does not establish 911 addresses. Any questions concerning your 911 address should be directed to the county's 911 coordinator.

11. **Concern:**

Customers were concerned about a possible address change.

Response:

There will be no change in customer addresses.

Some advantages of the proposal are:

1. Stamps by Mail order forms are provided for customer convenience.
2. Customers opting for carrier service will have 24-hour access to their mail.
3. Savings for the Postal Service contribute in the long run to stable postage rates and savings for customers.
4. Customers opting for carrier service will not have to pay post office box fees.
5. Saves time and energy for customers who drive to the post office to pick up mail.

Some disadvantages of the proposal are:

1. The loss of a retail outlet.
2. Potential of some to have to travel additional distance.
3. A change in the mailing address. The community name will continue to be used in the new address. A carrier route address will be assigned.

II. EFFECT ON COMMUNITY

Adelphi is an incorporated community located in Ross County. The community is administered politically by Mayor. Police protection is provided by the Ross County Police Department. Fire protection is provided by the Colerain Township Volunteer Fire Department. The community is comprised of Adelphi is located at 39°27'58"N 82°44'45"W (39.466041, -82.745707). According to the United States Census Bureau, the village has a total area of 0.27 square miles (0.70 km²), all land. As of the census of 2010, there were 380 people, 154 households, and 100 families residing in the village. The population density was 1,407.4 inhabitants per square mile (543.4/km²). There were 175 housing units at an average density of 648.1 per square mile (250.2/km²). The racial makeup of the village was 95.0% White, 1.6% African American, 0.3% Asian, and 3.2% from two or more races. There were 154 households of which 34.4% had children under the age of 18 living with them, 47.4% were married couples living together, 11.7% had a female householder with no husband present, 5.8% had a male householder with no wife present, and 35.1% were non-families. 29.2% of all households were made up of individuals and 11.6% had someone living alone who was 65 years of age or older. The average household size was 2.47 and the average family size was 3.00. The median age in the village was 39 years. 26.8% of residents were under the age of 18; 6.3% were between the ages of 18 and 24; 25.5% were from 25 to 44; 26.1% were from 45 to 64; and 15.3% were 65 years of age or older. The gender makeup of the village was 51.1% male and 48.9% female. Those who commute to work at nearby communities and may work in local businesses.

This office was initially identified as a POSTPlan (Post Office Structure Plan) office. Based on its workload, the office was eligible to offer retail window services 4 hours per day. The Postal Service sent out 184 surveys and made surveys available at the counter for the community to complete and return. The survey solicited feedback on preferences for service to the community. One option was retention of the Post Office with realigned window service hours based on workload. The other options were connected to the discontinuance study process, and they included service through a nearby Postal Service retail facility, service through rural carrier, and service through a Village Post Office located in the community. 13% of customers selected one of the paths that lead to discontinuance of the office. 13% of the survey respondents selected the delivery by carrier option. In addition, a community meeting was held on 07/02/2014 at 07:00 PM to share the results of the survey and solicit further feedback. Based on the survey results, along with feedback received from attendees at the community meeting, the Postal Service has decided that it will not proceed with hour realignment for the Post Office. Consequently, this discontinuance study is being conducted. Since this time the lease was not renewed by the lessor and the building has not been repaired.

Businesses and organizations include: The Pub, Kingston National Bank, Henderson's Sales, The Green Summit Cemetery Association, Adelphi Fire And Rescue. Residents may travel to nearby communities for other supplies and services.

Nonpostal services provided at the Adelphi Post Office will be available at the Laurelville Post Office. Government forms normally provided by the Post Office will also be available at the Laurelville Post Office or by contacting your local government agency.

This Adelphi Post Office is not listed as a historic landmark.

The community name will be maintained for customer addressing, and the ZIP Code is not expected to change.

The following nonpostal concerns were expressed from questionnaires, the community meeting, on the petition, and on the congressional inquiry:

1. **Concern:** Customer expressed a concern about the loss of the community bulletin board at the Post Office.

Response: Many retail outlets and grocery stores are now displaying a public bulletin board in which items can be posted for sale, and/or lost and found items can be posted, and a variety of other information. The administrative Post Office may have a public bulletin board which may be used to post the same information.
2. **Concern:** Customers were concerned about the loss of a gathering place and an information center.

Response: Residents may continue to meet informally, socialize, and share information at the other businesses, churches and residences in town.
3. **Concern:** Customers expressed concern for loss of community identity.

Response: A community's identity derives from the interest and vitality of its residents and their use of its name. The Postal Service is helping to preserve community identity by continuing the use of the Community name and ZIP Code in addresses.

Based on information the Postal Service obtained, it was determined that there has been minimal growth in the area in recent years, nonpersonnel unit is expected to be able to handle any future growth in the community.

III. EFFECT ON EMPLOYEES

The postmaster position became vacant when the postmaster retired on September 30, 2014. If this office has an OIC and they are a craft employee, they will be returned to their office or the PMR acting as an OIC may be reassigned to a nearby office.

IV. ECONOMIC SAVINGS

The Postal Service estimates a ten year savings of \$ 169,921, assuming filling vacant management and craft positions at the median salary range:

Building Maintenance	\$ 0
Utilities	\$ 6,268
Transportation	\$ 13,332
EAS Craft & Labor	\$ 145,251
Contracts	\$ 0
Rent	\$ 51,608
Relocation One-Time Cost	\$ 367
Total 10 yr Net Present Value (NPV)	\$ 169,921

V. OTHER FACTORS

The Postal Service has identified no other factors for consideration.

VI. SUMMARY

This is the final determination to close the Adelphi, OH Post Office and provide delivery and retail services by nonpersonnel unit under the administrative responsibility of the Laurelville Post Office, located two miles away.

Operations were suspended on October 02, 2015, due to The Adelphi Post Office is a leased facility inside of a building that had multiple other tenants. The overall building is in need of numerous repairs. The roof is in need of major repairs the second story windows are missing from the building the gutters have fallen from the building the lower level unit area filled with water the second story floor is bowing down into the first floor the building has mold in many different areas of the building there are many different strong odors the flooring is coming loss the first level floor is sinking. The lessor has refused to do any repairs and the repair work that is needed is outside of our leased space. . There were no suitable alternate quarters available.

The mail volume has declined. Effective and regular service will continue to be provided by nonpersonnel unit.

The Adelphi Post Office provided delivery and retail service to 174 PO Box or general delivery customers and no delivery route customers.

There will no longer be a retail outlet in the community. However, delivery and retail services may be available from a rural or contract delivery carrier, which could alleviate the need to travel to a Post Office for service. A disadvantage to some may be in meeting the rural or contract delivery carrier to transact business. However, it is not necessary to be present to conduct most Postal Service transactions with rural or contract delivery carrier.

The Postal Service will save an estimated \$ 169,921 over the next ten years.

Taking all available information into consideration, the Postal Service has determined that the advantages outweigh the disadvantages and this final determination is warranted.

Kevin L. McAdams.
Vice President, Delivery Operations

05/24/2022

Date