

AGENDA 8-2-3  
DATE 8-15-2017

**DEPARTMENT OF PUBLIC WORKS**

**CITY OF NORTON SHORES**

**MONTHLY REPORT**

**July – 2017**

## **PUBLIC WORKS**

The Public Works Department responded to 17 after hours or emergency calls and nine business hours or emergency calls during the month of July; including 17 lift station alarm calls, four emergency miss dig calls, three residential after hour calls, one traffic signal call, and one tree removal call.

## **WATER & SEWER**

Water and Sewer crews installed six water services and inspected two sewer connections during the month of July. A total of six water services have been installed and two sewer connections have been inspected during FY-2018. Comparatively over the same period during FY-2017 a total three water services were installed and eight sewer connection inspections were performed.

Water and Sewer personnel repaired two curb stops and four water main valves in July.

The annual sewer cleaning program continued in July with the completion of 29,878 feet of sewer being cleaned. A total of 29,878 feet of sanitary sewer has been cleaned during the FY-2018.

The annual fire hydrant painting program started in July. The City has contracted D&S Industrial Painting to perform the work again this year. Each year, our hydrant maintenance program attempts to paint approximately 300-350 hydrants as Water and Sewer personnel identify each hydrant on an as needed basis.

Crews installed four fire hydrant pressure reading devices in response to significant pressure fluctuation within two residences that have had issues on Bonneville Drive. Bonneville has a dead end main. The Superintendent has been working with the Muskegon Filtration Plant on a resolution to the problem.

Water and Sewer personnel repaired a pump pedestal at the 3180 Henry St. lift station. Water and Sewer personnel completed the inventory for the fiscal year and have approximately 95% of the system valve records updated.

The projects that crews have been inspecting are the mandrill test on the Maranatha Sewer project, the shut down and tie-in of the new water main on Porter Road and the final inspections on the castings for the areas of Hile Road, Manitou Circle, Manitou Boulevard, and Lawnel Street.

Jason Halter was hired as the new Water and Sewer Division employee and started in July. The Division is now fully staffed.

## **STREETS & DRAINAGE**

City crews responded to 200 staking requests; including five by Water & Sewer personnel and one by Streets & Drainage personnel.

One sign work order was completed for the repair/replacement of one regulatory sign.

### Major and Local Streets

Streets Division employees used hot mix asphalt in the mill and fill operation to make necessary repairs to Bailey Road, prior to the chip seal process that is scheduled to start in the

coming weeks, also the dura patch operation continued with the completion of Farr Road and Bailey Road. Crack sealing and dura patching are both underway on Randall Road.

Street sweeping for the month of July included all local curb radii and gutter pans for the removal of debris. Major streets were done as needed.

The demolition of 5410 Henry Street house was completed and addressed with fill sand, topsoil, and seed. The installation of silt erosion fence to the north side of the property to protect the drainage ditch that flows along the property was completed.

New banners were installed on the Henry Street Bridge to promote the Arts and Drafts Festival.

Gravel roads were checked and graded as needed. The second brine of the season was also completed for those that pay for the brine.

The second round of the mowing operation was completed, as well as several limited sight complaints were addressed.

The City had 10 trees removed from the road right-of-way due to disease and storm damage from high winds on July 6th. Streets employees removed stump debris and added topsoil and seed where necessary.

Several sink holes from the storm sewer were addressed and a catch basin was repaired due to failing block work inside the structure.

GPS points were collected for the new catch basins installed throughout the City and the new speed signs for the change in speed limits. The UST and MS4 inspections were completed at both the DPW facility and City Hall and the issues found were addressed. Equipment clean up and building maintenance was done as time permitted. Roadside debris was picked up and disposed of as needed. The Wood Road leaf site was cleaned up as needed.

### Equipment

Equipment maintenance personnel completed 70 services/repairs in June.

The standby generator at City Hall was repaired which required the replacement of a radiator hose and thermostat.

The fuel system dispensed 6,805.3 gallons of fuel in June. Public Works Department vehicles consumed 2,774.0 gallons during the month.

### Leaf Sites

The total number of vehicles that were monitored using the Wood Road leaf site in July was 1,736.

### Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 38 cars and 44 trucks monitored in July.

## **BUILDINGS AND GROUNDS**

The following is a listing of Building & Grounds Maintenance Division activities completed in addition to normal daily custodial and maintenance routines.

## City Hall

- Put cart together for Building Department and hung letter holder.
- Generator will not run City Hall A/C units and will need to be replaced.
- Fire extinguishers were checked.
- Replaced one door closer.
- Removed old desk from Building Department.
- Removed old blue print rack from Building Department.

## Library

- Fire extinguishers were checked.
- Had A/C unit recharged; was not cooling building.
- Changed belts on air handler unit and greased bearings.
- Pulled shaft from air handler unit and took to Van Hydraulic for repair.
- Put shaft back in air handler along with new bearings
- Repair children's area puzzle table and chair.

## Cemetery

- One burial was performed.
- Five cremain burials were performed.
- Obtained estimates for addition to the storage building.
- Threw out all old decorations that have not been picked up in over a year.
- Cleaned old equipment out of the storage building.

## **ENGINEERING**

### Harvey Street Reconstruction

Limits: Ellis Road to Hile Road  
Description: Reconstruction of existing roadway along the proposed route.  
Consultant: Prein & Newhof, Grand Rapids, MI  
Contractor: Brenner Excavating, Hopkins, MI

Month's Work: The Contractor paved the HMA base course along the east side of the roadway and moved its operation to the west side of the street and prepared for construction on that side of the road. Traffic was shifted to the new pavement on Friday, July 7, 2017 with a single lane for both northbound and southbound traffic between Ellis Road and Hile Road. Work started on the underground utilities, aggregate base, sidewalk grading and concrete curb and gutter. The Contractor maintained access to the homes and businesses. The pavement base course was placed on the west half of the roadway and traffic signal detection loops placed at the Hile Road and Ellis Road intersections. The remaining of the work is scheduled to be completed in August.

Funding: STIP with local match  
Project Start: July 9, 2017  
Estimated Finish: August, 2017

### **Henry Street Bridge Repairs**

Limits: Merrill S. Bailey (Henry Street) Bridge over Mona Lake  
Description: Preventative maintenance and repairs to the bridge joints, deck, and piers.  
Consultant: Fleis & VandenBrink, Muskegon, MI  
Contractor: To be determined through MDOT letting  
Month's Work: The contract documents have been sent to the State and project placed on the August 4, 2017 MDOT bid letting.  
Funding: MDOT Local Bridge Funds with local match  
Estimated Start: Summer, 2017  
Estimated Finish: Fall, 2017

### **Henry Street Sidewalk, Randall Road to Forest Park Road**

Limits: Randall Road to Forest Park Road  
Description: Placement of concrete sidewalk.  
Consultant: City Staff  
Contractor: Ryan Excavating, Lowell, MI  
Month's Work: Work started after Independence Day at the south end of the project (Randall Road) and proceeded north. Concrete sidewalk and ADA ramps were installed to a point just north of the Henry Street Bridge, with the retaining walls and remaining walk scheduled to be completed in August.  
Funding: Capital Improvement Fund  
Estimated Start: July 5, 2017  
Estimated Finish: August 31, 2017

### **HIP/HMA Overlay Project 2017 (FY18)**

Limits: Selected Streets  
Description: Hot-in-Place recycling of existing asphalt pavements with the placement of HMA overlay.  
Consultant: City Staff/Westshore Consulting  
Contractor: Gallagher Asphalt, Thornton, IL  
Month's Work: Milling limits were marked and work is scheduled for August.  
Funding: MRF and Capital Improvement Funds  
Estimated Start: June 19, 2017  
Estimated Finish: September 30, 2017

### **HMA Milling and Pavement Project 2017 (FY18)**

Limits: Selected Streets  
Description: Milling, aggregate base repair and HMA pavement placement of existing asphalt pavements.  
Consultant: City Staff/Westshore Consulting  
Contractor: Michigan Paving & Materials, Grand Rapids, MI  
Month's Work: The milling operation for the streets to be repaved started in mid-June and the placements of HMA Pavement for Grand Haven Road was first, followed by Padelt, Lawnell and Hile. Storm drainage improvements were made to Lawnell with the installation of four leaching basins. Traffic loops and pavement marking work was completed for Grand Haven Road.

Work in the Manitou Circle neighborhood was also completed. Its existing storm catch basin was cleaned and repaired along with Manitou Blvd.

Funding: MRF and Capital Improvement Funds  
Estimated Start: June 19, 2017  
Estimated Finish: September 30, 2017

### **Porter Road Culvert and Water Main Repairs**

Limits: Porter Road, just east of Henry Street  
Description: Reconstruction of water main and repair to existing culvert.  
Consultant: Prein & Newhof, Grand Rapids, MI  
Month's Work: Contractor closed eastbound lane and milled pavement on July 5<sup>th</sup> and replaced the existing water main with new ductile iron main soon afterwards. The concrete culvert was inspected and a concrete collar placed around one of its joints. The City is currently is waiting on quotes for cast in place (CIP) liner for an interior joint repair. The water main was tested and upon its successful results placed into service. The roadway was repaved and open to traffic on July 25, 2017.

Funding: Water Fund  
Start Date: July 5, 2017  
Completion Date: July 25, 2017

### **Porter/Martin/Sternberg Intersection Improvements**

Limits: Intersections of Porter & Martin Roads and Martin & Sternberg Roads  
Description: Improve intersections so as to allow freer flow of traffic along the Porter – Martin – Sternberg corridor.  
Consultant: C2AE, Grand Rapids, MI  
Contractor: Reeth Riley, Grand Rapids, MI  
Month's Work: Contractor removed old pavement and curbs at both intersections, placed new leaching basins at Porter Road, widened Porter Road and Sternberg radius and placed pavement. Pavement markings placed on the 31<sup>st</sup> of July, but signs will not be completely installed until August 3, 2017.

Funding: MDOT CMAQ Grant and local matching funds  
Start Date: July 10, 2017  
Completion Date: August 3, 2017

### **Speed Studies**

Limits: City wide  
Description: Perform speed study and establish speed limits per State Law and accepted methods.  
Consultants: In house  
Month's Work: Work on several speed studies has started per the new State law and their results will be presented to Council for their review and actions as they are completed.

**Major Private or Other Projects:**

<u>Project</u>	<u>Address</u>	<u>Developer/Owner</u>
Comerica Site Redevelopment	801 West Norton	GDK Construction

**PLANNING**

The staff presented to the Planning Commission a site plan request from Robert Grooters Corporation for a new 250,000 square foot industrial facility located in their business park on E. Pontaluna Road. The Planning Commission ultimately approved the proposal.

The staff also presented to the Commission a special use permit request from Valerie Benham for day care usage on Martin Road. The City Council ultimately granted approval for this permit as well.

Ordinance violations for the month dealt primarily with recreational vehicles parked in the City's right-of-way as well as front yard parking in residential districts.

Construction activity remained steady for the month as the staff approved 40 site plans for fences, sheds, signs, building additions, and commercial projects including one new single family home.