

AGENDA 8a-3
DATE 3-20-2018

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

February – 2018

PUBLIC WORKS

The Public Works Department responded to six after hour emergency calls and six business hours emergency calls during the month of February; including seven lift station alarm calls, two Streets calls, and three residential/commercial calls.

WATER & SEWER

Water and Sewer personnel did not install any water services and inspected two sewer connections during the month of February, FY-2018. A total of 24 water services have been installed and 28 sewer connections have been inspected during FY-2018. Comparatively, a total of 0 water services (36 year-to-date) have been installed and 0 sewer connections (27 year-to-date) have been inspected during FY-2017.

The City obtained and submitted to the DEQ our Stage II DBP results. This is a quarterly test of the City's water supply.

Water and Sewer personnel repaired eight curb stops for the month, 41 total for the FY-2018. Crews also repaired a leaking water service in the City right-of-way at 35 Lakeview Ave. Crews will replace the service in the coming spring.

Water and Sewer personnel repaired one water main break during the month at 936 Wendover Blvd.

Water and Sewer personnel performed 24 re-inspections on our Cross Connection program for the year 2017.

Water and Sewer personnel did not repair any fire hydrants in the month of February, bringing the total to 54 and re-winterized two fire hydrants (1,277 total) in for FY-2018.

The annual valve exercising and inspection program continued in February with the completion of 571 valves turned. One thousand and ninety (1,090) of the 1,457 valves have been operated and inspected. Zero valves have been repaired during the month with 1 repaired year to date FY-2018.

Water and Sewer personnel inventoried and organized the City's lift station pumps that were in stock. With the current change over to Flygt pumps, the City now has the old pumps that will either be sold if possible or scrapped. Crews also repaired one of the discharge pipes the came loose at 2281 Norcrest. The can station at 2830 Lincoln got the floor scraped and painted to eliminate any corrosion to the floor. Kennedy Industries installed two new Flygt pumps and two new check valves at the 4993 Henry St. lift station. This job has been completed by Kennedy Industries. Corpro Industries installed a cathodic protection system at 3112 McCracken St lift station. This job is also complete.

Water and Sewer personnel outfitted and put in service at the City's new de-watering trailer.

The City is compiling a list of potential lead services for the upcoming new Lead and Copper Rule. This list is about 80 percent complete.

STREETS & DRAINAGE

City crews responded to 119 staking requests.

Sixty-four sign work orders were completed for the repair/replacement of 59 regulatory signs, the repair/replacement of two street signs, and the installation of three delineators.

Major and Local Streets

Streets Division personnel plowed the major roads 12 days in the month of February for a total of 25 shifts. The local (residential) roads were plowed three times during the month. A total of 1,053 tons of salt and 4,328 gallons of pre wet calcium chloride was used. Snow removal on the sidewalks was completed twice. Complaints and mailbox repairs were addressed as time allowed.

Streets Division personnel used roughly 18 tons of cold patch asphalt to patch various pot holes in the City. All gravel roads were graded once and several roads were graded multiple times as needed. Several rough spots and washouts were also addressed as needed. Speed study sign changes were completed on Henry Street, along with numerous sign changes due to damage or deterioration.

Great Lakes Nursery Soils removed 670 tons of chipped brush and 379 tons of leaves from the yard waste disposal sites. Drains were cleaned of debris as needed throughout the city. Equipment was cleaned, waxed, and maintained as needed. Multiple animals and debris was collected along roadsides. The DPW garage was also cleaned and maintained as needed.

Equipment

Equipment maintenance personnel completed 77 services/repairs in February. The fuel system dispensed 7,896.2 gallons of fuel in February. Public Works Department vehicles consumed 4,562.8 gallons during the month.

Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 14 cars and five trucks monitored in February.

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

- Plowed as needed
- Working on info for LED lighting upgrade
- Removed window A/C unit from print room upstairs
- Service called to repair #1 boiler
- Cleaned floor drains in P.D. garage
- Washed down walls in hall inside P.D. garage with bleach water to remove, mold due to high humidity in garage.

Library

- Plowed as needed

Cemetery

- One burial was performed
- Plowed as needed
- Ordered parts for fence repair
- Removed broken fence panels

ENGINEERING

Broadway Avenue Reconstruction (Phase 1 & 2):

Limits: Getty Street to US-31
Description: Reconstruction of existing roadway and water main along the proposed route.
Consultant: Prein & Newhof, Grand Rapids, MI
Contractor: TBD
Month's Work: City Staff and Prein & Newhof completed design revisions per MDOT's final review and bid package has been submitted to the state for letting.
Funding: STIP with local match
Project Start: Spring 2018
Estimated Finish: Fall 2019

2018 Sidewalk Project:

Limits: Pontaluna Road (Grand Haven Road to Schamber Drive)
Lake Forest Drive (Seminole Road to Oakway Drive)
Ellis Road (Harvey Street to US-31)
Description: Construction of new sidewalk along the proposed routes.
Consultant: City Staff
Contractor: TBD
Month's Work: Staff has completed preliminary and final design for the proposed sidewalks. Plans sent to utility companies for their review and comments and easement requests sent to affected property owners.
Funding: Capital Improvement and TIFA Funds
Project Start: Spring 2018
Estimated Finish: Summer 2018

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: Anlaan, Grand Haven, MI
Month's Work: The project is on winter hiatus. Bridge painting, restoration and re-wrapping of the water main will be completed in April or May (weather dependent).
Funding: MDOT Local Bridge Funds with local match
Project Start: August 21, 2017
Estimated Finish: Spring, 2018

HIP/HMA Overlay Project 2018 (FY19)

Limits: Selected Streets
Description: Mill and Replacement of HMA surfaced roadways and Hot-in-Place recycling of existing asphalt pavements with the placement of HMA overlay.
Consultant: City Staff
Contractor: To be determined
Month's Work: City crews completed review of the manhole and gate valve castings on the selected MRF streets.
Funding: Municipal Road Fund and Capital Improvement Funds
Estimated Start: July 2018
Estimated Finished: October 2018

Forest Park Resurfacing Project:

Limits: Forest Park Road (Lake Harbor Road to Stryker Drive)
Description: Milling and Resurfacing of existing roadway.
Consultant: City Staff
Contractor: TBD
Month's Work: City staff completed design work and bid package for the proposed resurfacing of the western portion of Forest Park Road.
Funding: Capital Improvement Funds
Project Start: Spring 2018
Estimated Finish: Summer 2018

Grand Haven/Sternberg CMAQ Project:

Limits: Intersection of Grand Haven Road and Sternberg Road
Description: Installation of traffic loops and updates Signal Equipment
Consultant: City Staff
Contractor: TBD
Month's Work: City completed revisions of the plans and specifications per MDOT's comments and the final package was submitted for their final review and letting.
Funding: CMAQ Grant with Matching Funds
Project Start: Spring 2018
Estimated Finish: Summer 2018

Lake Harbor Park Channel Erosion

Limits: North Side of Mona Lake Channel near Lake Harbor Road
Description: Restoration of eroded channel bank.
Consultant: City Staff
Contractor: City Street and Drainage Division
Month's Work: City Staff has secured the necessary MDEQ and County permits. We are still waiting on and have continued to make multiple attempts to contact the USACE regarding their permit for the restoration of the channel bank.
Funding: Park & Rec Funds
Estimated Start: Spring 2018
Estimated Finished: Spring 2018

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: With warmer weather approaching, work has started on several speed studies in order to meet the new State law and their results will be presented to Council for their review and actions as they are completed. Studies done in the month of February:

- Blanket Residential Street Analysis & Review

PLANNING

The staff processed through the Zoning Board of Appeals two Variance requests from adjacent property owners in the Idlewild neighborhood wishing to demolish and rebuild single family residential structures. Both of the requests were ultimately granted by the Board.

The staff granted administrative site plan approval to Bush Concrete for a permanent cover to the aggregate storage area at their Airline Road facility.

The staff attended a training workshop presented by the United States Census Bureau for the upcoming 2020 Census.

Ordinance violations for the month dealt primarily with residential fences, commercial businesses located in residential neighborhoods, and front yard parking on residentially zoned parcels.

Construction activity for the month remained relatively constant as the staff approved 22 site plans for fences, sheds, signs, building additions, and commercial projects including one new single family home.