

AGENDA 8a-3
DATE 7-17-18

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

June – 2018

PUBLIC WORKS

The Public Works Department responded to seventeen after hour emergency calls and one business hours emergency call during the month of June; including ten lift station alarm calls, three Miss Dig requests, four Streets calls, and one residential/commercial Water & Sewer call.

WATER & SEWER

Water and Sewer personnel installed no water services (30 year-to-date) and inspected one sewer connection (39 year-to-date) during the month of June. Comparatively, a total of seven water services (56 year-to-date) were installed and four sewer connections (41 year-to-date) were inspected during FY-2017.

Water and Sewer personnel repaired ten curb stops (79 year-to-date), located three missing curb stops, and tested 32 large meters (35 year-to-date). Crews replaced two old cast iron distribution sampling stations with new stainless ones at the 1204 E. Broadway Avenue and 4171 Treeline Drive lift stations. The old sampling stations were repaired numerous times throughout the years. One Cross Connection was inspected during the month of June.

Water and Sewer clerical personnel mailed out the second round of letters to non-residential accounts required to test any cross connection backflow devices due for inspection in 2018.

Water and Sewer crews cleaned 17 of the 44 lift stations during our annual spring cleaning program. Forty-two of the 44 stations were cleaned completing this year's program. Our two larger stations (Grand Haven Road and 4993 Henry Street) are on a five year cleaning program. The bi-annual sewer "hot spot" cleaning was completed. Personnel cleaned 4,230 feet of mainline sewer during the month (93,643' year-to-date). Crews repaired both leaking check valves at our 1204 E. Broadway Avenue, repaired the discharge at 4162 Harbor Point Drive, replaced the deteriorated pump guide rails at 3797 Taylor Street lift stations. Crews responded to one possible sewage back-up. Manholes were checked and found that the back-ups were not within the City's collection system.

Kennedy Industries replaced four (two at Reneer Avenue and two at McCracken Street) of the eight lift station pumps scheduled to be replaced. The other four (two at 1797 Seminole Road and two at 1175 Seminole Road) are scheduled to be replace during the month of July. The City is providing by-pass pumping for the replacements and are on stand-by for any emergencies while by-pass pumping.

During the month of June, the City received a few phone calls from residents stating that their water smells "earthy". The taste is normal, but has an odor. The Muskegon Filtration Plant was contacted and their response was that the odor was from the lake temperatures drastically changing (66°F to 45°F) meaning that the lake turned over. The filtration plant increased the amount of carbon used in the treatment process which controlled the odor issue.

STREETS & DRAINAGE

City crews responded to 179 staking requests.

Ten sign work orders were completed for the repair/replacement of seven regulatory signs, the installation of one new regulatory sign, and the installation of one delineator.

Major and Local Streets

Streets Division personnel started the dura patch operation in the month of June. Work was done on Seminole Road, between Henry Street and Norton Avenue. Sidewalk work was completed on Seminole Road and McCracken Street, with 550 square feet of sidewalk replaced. Pot-hole patching was done as needed throughout the city. Traffic counts were done for speed studies in various locations.

Sign work included multiple sign and delineator change outs due to damage and/or deterioration. Speed advisory signs were added to the curves on Forest Park Road. Local road millage signs were installed for upcoming road work. The street sweeper was used to clear twenty miles of roads of debris from the curb, gutter, and storm drain catch basins. Downed trees, brush, and debris was removed from the City's off road drainage ditches as well as bottom cleaning done at various locations. The catch basin at Estes Street and Woodside Avenue was repaired. A leaching basin structure was installed along with swale ditching on McDermott Street. The catch basin at Airport Road and Airline Road was cleaned of dirt and debris to allow for better drainage.

Gravel road brining was completed and grading was done on an as needed basis. The mowing of the City's off road drainage was completed and road side mowing began. Multiple dead and diseased trees were removed from the City's right of way and cleaned up with top soil and grass seed. Roadside debris was picked up as needed along with multiple road kill animals. Equipment/garage clean-up was done as needed.

Equipment

Equipment maintenance personnel completed 71 services/repairs in June. The fuel system dispensed 6,908.7 gallons of fuel in June. Public Works Department vehicles consumed 2,789 gallons during the month.

Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 27 cars and 33 trucks monitored in June.

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

- Installed new LED Exit signs
- New Generator was set, operation issues are being addressed.
- Parks and Recreation Department worked on irrigation system
- Replaced a flush valve in women's restroom

Library

- Repaired chairs
- Moved plants outside for summer
- Met with Tower Pinkster about Library HVAC system

- Met with prospective contractors for HVAC system
- Keeping roof top drains cleaned
- Bids opened for HVAC system
- Replaced a flush valve in employees restroom

Cemetery

- Four burials were performed
- Five cremain burials were performed
- Cleaned up yard debris and mowed

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: Jackson-Merkey Contractor, Inc., Muskegon, MI
 Month's Work: The project was awarded by MDOT to Jackson-Merkey and a preconstruction meeting held on June 8th. Public notification was sent out to affected properties and work began on the June 18th with the placement of construction signage and barricades. Following this, the southern half of the existing pavement was milled and work on the new water main has started.
 Funding: STIP with local matches
 Project Start: June 18, 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: EPIC Excavating, Inc., Grand Rapids, MI
 Month's Work: Project was let with the City awarding the work to Epic Excavating, Inc., of Grand Rapids. The pre-construction meeting was held and work is scheduled to start in July. Public notification was sent to affected properties.
 Funding: Capital Improvement and TIFA Funds
 Estimated Start: July 9, 2018
 Estimated Finish: Mid-summer 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: Gallagher Asphalt, Thornton, IL for Hot-in-Place Recycling
 Michigan Pavement & Material, Comstock Park, MI for HMA Mill and Pavement and HIP Overlay.
 Westshore Consulting, Surveying and Material Testing
 Month's Work: Project parts were let and the City awarded the work to the contractors above. A pre-construction meeting was held and public notification was sent to

affected properties. Work to start in July, with prep work proceeding in late June.

Funding: MRF and Capital Improvement Funds
Estimated Start: July 2, 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 w/ assistance of Westshore Consulting, Muskegon, Michigan
Contractor: Asphalt Paving, Inc. (API), Muskegon, Michigan
Month's Work: Work on the project was completed when the final paving of the lift station area was done on June 5th.
Funding: Capital Improvement Funds
Project Start: April 9, 2018
Project Finished: June 5, 2018

Grand Haven/Sternberg CMAQ Project:

Limits: Intersection of Grand Haven Road and Sternberg Road
Description: Installation of traffic loops and updates to signal equipment
Consultant: City Staff
Contractor: Strain Electric, Grand Rapids, MI
Month's Work: The project was awarded by MDOT to Strain Electric and the pre-construction meeting held on June. Loops were placed in the thru lanes at the intersection on June 22nd.
Funding: CMAQ Grant with Matching Funds
Project Start: June 22, 2018
Project Finish: June 22, 2018

Lake Harbor Bridge Repairs

Limits: Lake Harbor Bridge over Mona Lake Channel
Description: Preventative maintenance and repairs to the bridge joints, deck, and piers.
Consultant: Fleis & VandenBrink, Grand Rapids, MI
Contractor: To be determined
Month's Work: Proposals were received and reviewed with Council awarding the work to Fleis & VandenBrink. A project kick-off was held and work began on collecting as-built information.
Funding: MDOT Local Bridge Funds with local match
Project Start: Spring 2020
Estimated Finish: Summer 2020

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 was completed per 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 June are:

- Farr Road, Martin Road to Grand Haven Road

- Martin Road, Ellis Road to Sternberg Road
- East Porter, Grand Haven Road to Robert Hunter Drive

APWA Snow Plow Roadeo:

Month's Work: Monthly meetings for the upcoming Snowplow Roadeo have started.
Date: October 10, 2018

Major Private or Other Projects:

<u>Project:</u>	<u>Address:</u>	<u>Developer/Owner:</u>
Mercy Hospital Drive	Sherman Boulevard	Mercy Hospital

PLANNING

The staff processed through the Zoning Board of Appeals a Mona Lake setback variance request from Mark and Karla Lange on Harbor Point Drive. The request was ultimately granted by the Board.

The staff continued to prepare data for the Local Update of Census Addressed (LUCA) for the upcoming 2020 United States Census.

Ordinance violations for the month dealt primarily with commercial vehicles parked in residential districts, commercial signage, fence and shed placement, and front yard parking on residentially zoned parcels.

Construction activity for the month remaining steady as the staff approved 46 site plans for fences, sheds, signs, building additions, and commercial projects.