

AGENDA 8a-3
DATE 6-19-2018

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

May – 2018

PUBLIC WORKS

The Public Works Department responded to nine after hour emergency calls and two business hours emergency calls during the month of May; including five lift station alarm calls, one Miss Dig request, one Streets call, three residential/commercial Water & Sewer calls, and one Buildings and Grounds call.

WATER & SEWER

Water and Sewer personnel installed one water service (30 year-to-date) and inspected two sewer connections (38 year-to-date) during the month of May. Comparatively, a total of nine water services (49 year-to-date) were installed and four sewer connections (37 year-to-date) were inspected during FY-2017.

Water and Sewer personnel repaired four curb stops (69 year-to-date), tested three large meters (3 year-to-date) and performed a two-inch service tap for the City of Roosevelt Park. Crews replaced the City's portion of a broken domestic service line at 35 Lakeview Avenue, removed a meter pit, installed a curb stop at 1775 Seminole Road and replaced a deteriorating meter pit at 2841 Sheffield Street. The City has also completed the second round of our Stage II Disinfection Byproduct Sampling as required by the MDEQ.

Water and Sewer clerical personnel mailed out the first round of letters to non-residential accounts required to test any due cross connection backflow devices for 2018. All of the City's Water/Sewer permits, inspections, applications and ties have been scanned and are being prepped to update the City's GIS system.

Water and Sewer crews cleaned 25 of the 44 lift stations during our annual spring cleaning program. Crews applied Root X at ten known problem manhole locations and followed up with the roots being decomposed. Personnel installed a 16-inch riser ring to the wet well, new cement pad for the controls cabinet and increased the size of the parking area of 1616 Forest Park Road lift station. All work was done in compliance of the first stage of the Forest Park Road resurfacing project. Crews responded to three locations throughout the City for possible sewage back-up. Manholes were checked and found that the back-ups were not within the City's collection system.

Accurate Excavating removed a four-inch lead domestic service that feed 2947 McCracken Street (St. Francis School). A new 1.5-inch copper domestic service has taken the place of the old service. The removal of the lead service has been documented.

On May 14th, Water and Sewer personnel responded to a water main break at Seaway Drive and Grand Haven Road. A large section of 12-inch cast iron pipe burst under the road of Seaway Drive within a steel casing, causing a loss of pressure to nearby residents. A "boil water advisory" was issued for the northeast section of the city for the safety of the residents drinking water. The alert was lifted on May 16th after two consecutive negative bacteria samples were taken and tested.

Jackson-Merkey Contractors repaired the 12-inch cast iron pipe with new 12-inch ductile iron pipe from Grand Haven Road to the north side of Seaway Drive. The new main has since been put into service.

Bottom of the broken pipe



The broken section of pipe



STREETS & DRAINAGE

City crews responded to 190 staking requests.

Twenty-seven sign work orders were completed for the repair/replacement of ten regulatory signs, the installation of eight new regulatory signs, and the installation of four delineators.

Major and Local Streets

Streets Division personnel started the sidewalk repair/replacement operation by removing broken sidewalk sections that presented trip hazards and replacing with new concrete. Concrete work was done for the Water and Sewer Division, which included the repair of several valve boxes and a patch work for a new water service. Asphalt patching was done as needed throughout the City. Damaged asphalt curbing was installed to complete the Lake Harbor Park seawall erosion project. Gravel roads were graded as needed and all gravel roads were brined.

Street sweeping was finished on the major roads throughout the City, with some streets being swept multiple times, for a total of 99 miles of road being swept. The City of Roosevelt Park was also swept for a total of nine miles and 18 yards of debris collected. Street sweeping will continue on an as needed basis.

Leaf sites were pushed up and managed as needed and also brined for dust control. Drainage work included repairing a washout on Martin Road with fabric and 6- stone to control the erosion problem. The Storm Water Separator located in the East Broadway District was cleaned. The City's tree replacement program has been completed with the planting of 15 trees. Additional 50th Anniversary banners were added to the Henry Street Bridge and the light poles at City Hall. Guard rail mowing was completed in time for the Memorial Day holiday. Equipment/garage cleanup was done on an as needed basis.

On May 5, 2018 the City held the annual Spring Cleanup for residents to dispose of unwanted goods and refuse for free. This year there was a total of 395 cars, trucks or trailers that participated. A total of ten full dumpsters were filled and hauled away during the event, with another four dumpsters that were hauled away the following Monday. Two scrap metal dumpsters were filled with scrap metal and recycled by Beacon Recycling. Goodwill Inc. collected two full trucks of salvageable goods. Several of the Public Works Supervisors and part-time employees worked the event to assist the residents in unloading their vehicles.

Equipment

Equipment maintenance personnel completed 75 services/repairs in May. The fuel system dispensed 6,618.5 gallons of fuel in May. Public Works Department vehicles consumed 2,675.6 gallons during the month.

Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 34 cars and 35 trucks monitored in May.

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

- Started the irrigation system for the season
- Ceiling tile project was completed
- LED lighting upgrade was completed in City Hall
- Installed new LED exit signs
- New generator was set. Waiting on startup and training with manufacturer

Library

- Repaired library cart
- Met with Tower Pinkster regarding the Library HVAC system
- Met with library staff regarding the Library HVAC system
- Recharged A/C unit
- Met with prospective contractors regarding the Library HVAC system

Cemetery

- Five burials were performed
- Four cremain burials were performed
- Installed five new foundations
- Started irrigation system for the season
- Cleaned up refuse from the winter
- 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 on the MDOT May letting with Jackson-Merkey being award the work by the State. Notifications of the work were sent to affect residents and a Nixle sent to the general public. A preconstruction meeting is scheduled for June 8 th and work is planned to commence the week of the June 18th. The City and Prein & Newhof continue to work with the State on obtaining two grants for the potential bike path along Phase 2 of the Broadway Project (MDOT TAP & MDNR Trust Fund).
Funding:	STIP with local match
Estimated 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:	TBD
Month's Work:	Staff completed redesigned the project to eliminate the need for easements and created final plans and specs. The project was let for bid with Epic Excavating being the apparent low bidder. The SESC permit was also obtained from the County.
Funding:	Capital Improvement and TIFA Funds
Estimated Start:	Early summer 2018
Estimated Finish:	Mid-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:	Bridge painting, restoration and re-wrapping of the water main was completed in May.
Funding:	MDOT Local Bridge Funds with local match
Project Start:	August 21, 2017
Project Finish:	May 21, 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 staff has completed plans and specification for the project and placed them out for a May letting. Staff responded to questions.
Funding: MRF 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 with assistance from Westshore Consulting, Muskegon, Michigan
Contractor: Asphalt Paving, Inc. (API), Muskegon, Michigan
Month's Work: Work on the project progressed with the completion of the milling of the existing pavement and testing of the existing aggregate base. Weak spots in the aggregate base were repaired, compacted and retested until found passing. Work on the parking area and routine preventive maintenance of the sanitary lift station's cabinet and components were done while the road was closed. The road was re-graded and geo-reinforcement was placed to help mollify the settlement on of the existing roadway of peat and muck material. HMA leveling and top pavement courses were placed west of the wooden culvert. The roadway was open to traffic on May 18th and the final paving of the lift station area was to be done on June 5th.
Funding: Capital Improvement Funds
Project Start: April 9, 2018
Estimated Finish: June 5, 2018

Grand Haven/Sternberg CMAQ Project:

Limits: Intersection of Grand Haven Road and Sternberg Road
Description: Installation of traffic loops and updates of Signal Equipment
Consultant: City Staff
Contractor: Strain Electric, Grand Rapids, MI
Month's Work: The project was let through MDOT for a May 4th bid date. Strain Electric was the low bidder and was in the process of providing the necessary paper work for award of the contract.
Funding: CMAQ Grant with Matching Funds
Estimated Start: June 2018
Estimated Finish: June/July 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: With the securing of necessary permits and better weather, City crews worked on repairing the erosion damage done along the channel which was completed in May.

Funding: Park & Rec Funds
Project Start: April 23, 2018
Project Finished: May 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: To be determined
Contractor: To be determined
Month's Work: Request for Requests for Qualifications (RFQ) for engineering services were received and two firms were invited to provide proposals. Questions were received and responded to by staff.
Funding: MDOT Local Bridge Funds with local match
Project Start: Spring 2020
Estimated Finish: Summer 2020

Seaway Drive Water Main Break

Limits: Seaway Drive at Grand Haven Road
Description: Repair of 16-inch Cast Iron water main.
Consultant: City Staff
Contractor: Jackson – Merkey Contractors, Muskegon, MI
Month's Work: After the discovery of the water main break, City Staff worked with MDOT on lane closure and permission to work in the MDOT Right-of-Way (ROW). The break was isolated in a manner as to keep all costumers with water. The City met with Jackson-Merkey and a plan for our emergency repair was developed and put into action. The contractor was able to reuse the existing steel casing under Seaway Drive and the replacement pipe was installed, tested, passed and placed back into service. Restoration work soon followed.
Funding: Regional Water Funds
Project Start: May 14, 2018
Project Finished: June 1, 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 will soon start on collecting field data for additional 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.

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 35 site plans for fences, sheds, signs, building additions, and commercial projects.