

AGENDA 8a-3
DATE 4-17-18

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

March – 2018

PUBLIC WORKS

The Public Works Department responded to 12 after hour emergency calls and 10 business hours emergency calls during the month of March; including 15 lift station alarm calls, one miss dig, one Streets call, and five residential/commercial calls.

WATER & SEWER

Water and Sewer personnel installed two water services and inspected six sewer connections during the month of March, FY-2018. A total of 26 water services have been installed and 34 sewer connections have been inspected during FY-2018. Comparatively, a total of one water service (37 year-to-date) were installed and nine sewer connections (36 year-to-date) were inspected during FY-2017.

Water and Sewer personnel repaired 21 mainline water main valves (22 year-to-date), 18 curb stops (59 year-to-date) and repaired 24 fire hydrants (78 year-to-date). Crews also repaired four meter pits, repaired four distribution system sampling stations, completed 22 ground restorations, and replaced a hydrant struck by an unknown vehicle at the corner of Petrie Avenue and Grand Haven Road.

Water and Sewer identified 190 known lead services and 287 possible lead services in our distribution system. This is in preparation for the new proposed Lead & Copper Rule (LCR). The City also submitted their six month GIS changes and updates to Prein & Newhof for updating.

The annual valve exercising and inspection program continued with a total of 241 valves turned during the month of March. The program is completed with 1,453 of the 1,457 valves being operated and inspected. The four remaining valves are broken open and will be changed out in Phase I of the E. Broadway Avenue water main replacement.

The annual Cross Connection Inspection program continued in March with 30 accounts inspected for compliance with the program. Two of the 30 accounts have been scheduled for a follow-up inspection. Two other vacant accounts have had the water inactivated at the road for non-compliance of the program. Re-inspections will continue and the program will be completed during the month of April.

Water and Sewer personnel replaced 10 sanitary sewer manhole covers that had storm sewer covers on them. We had a call for a possible sink hole at Lake Harbor and Forest Glen so crews televised the main-line sewer for possible breaks. None were found. Crews cleaned 200 feet of sanitary main-line sewer (93,062 feet year-to-date) during the month of March.

STREETS & DRAINAGE

City crews responded to 122 staking requests.

Sixty-three sign work orders were completed for the repair/replacement of 39 regulatory signs, the repair/replacement of one street sign, the installation of four new regulatory signs, and the installation of 19 delineators.

Major and Local Streets

Streets Division personnel plowed the major roads six days in the month of March. A total of 145 tons of salt and 1,118 gallons of pre wet calcium chloride was used. Numerous pot holes were addressed throughout the City and an estimated 14 tons of cold patch asphalt was used. Gravel roads

were graded as needed. The DPW garage, City Hall, and the library paved areas were swept with the street sweeper.

Streets Division personnel installed solar powered beacons on Lake Harbor Road to highlight the advance pedestrian/bicycle signs by Lake Harbor Park. Numerous signs were replaced due to deterioration and or damage. Guardrail delineators from Henry Street were removed and several guardrail posts and rails were repaired due to winter operations or accidents.

Yard waste collection sites were opened for the season in the month of March. The Wood Road leaf site staging area was graded for the season. Turf damage complaints were addressed as needed. Storm water outfalls were inspected and a list of repairs was generated. Multiple amounts of debris and trash were collected along with numerous animals from road right-of-way and disposed of properly.

As time allowed, DPW garage maintenance and cleaning was completed, as well as cleanup.

Equipment

Equipment maintenance personnel completed 69 services/repairs in March. The fuel system dispensed 5,486.50 gallons of fuel in March. Public Works Department vehicles consumed 2,098.1 gallons during the month.

Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 20 cars and 20 trucks monitored in March.

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

- Met contractors about LED upgrade and ceiling tile replacement
- Worked with CNC for generator change out
- Met with contactors for awning replacement bids

Library

- Put together a new lectern for Council meetings

Cemetery

- One burial was performed
- Repaired grave sites from winter burials
- Picked up sticks and broken tree branches from winter
- Cleaned up broken blocks from building addition
- Put the top on the meter box

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 continue to follow through with MDOT to place project on May Letting. Plans and bid package has been submitted to the State for letting. Staff has been working with P&N and the State on submission of grant applications (MDOT TAP & MDNR Trust Fund), and holding public meetings and interacting with involved communities.
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 met with utility companies for their review and comments. Staff also followed-up on easement requests sent to affected property owners. One easement of the requested four has been obtained.
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 watermain 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 staff continues to collect field information for the work.
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 with assistance from Westshore Consulting, Muskegon, Michigan
Contractor: Asphalt Paving, Inc. (API), Muskegon, Michigan
Month's Work: Bids for construction and inspections services were let and submissions received with the City awarding the construction work to API and inspection work Westshore Consulting. Contract documents were generated and sent for signatures. Preconstruction meeting was held on March 29th.
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: Plans and specifications submitted to MDOT for 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 US Corps of Engineers permits.
Funding: Park & Rec Funds
Estimated Start: Spring 2018
Estimated Finished: Spring 2018

APWA Snow Plow Rodeo:

Month's Work: Monthly meetings for the upcoming Snowplow Rodeo have started.
Date: October 10, 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 to collect data for 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 March:

- Blanket Residential Street Analysis & Review

Major Private or Other Projects:

Project:

Mercy Hospital Drive

Address:

Sherman Boulevard

Developer/Owner:

Mercy Hospital

PLANNING

The staff processed through the Planning Commission a Site Plan review for Blue Water Industrial, LLC for a 175,000 square foot industrial facility on Grand Haven Road at Judson Road. The Commission ultimately approved the plan.

The staff also processed through Planning Commission a Variance request from Lamar Advertising to relocate an existing billboard along the US-31 right-of-way near Schamber Drive, and the Zoning Board of Appeals approved this request. The staff also processed through the Board a fence Variance request from Robert and Joanna Philips on Devonshire Drive, which was approved as well.

The staff granted administrative Site Plan approval to the Knoll Group for a truck loading lane at their Estes Street facility.

The staff granted administrative Site Plan approval to Oakridge Golf Course for an expansion of the Pro-Shop at their E. Pontaluna Road facility.

Ordinance violations for the month dealt primarily with firewood processing in residential neighborhoods and front yard parking on residentially zoned parcels.

Construction activity for the month saw a seasonal increase as the staff approved 31 site plans for fences, sheds, signs, building additions, and commercial projects including one new single family home.