

AGENDA 6a3  
DATE 4.21.20

**DEPARTMENT OF PUBLIC WORKS**

**CITY OF NORTON SHORES**

**MONTHLY REPORT**

**March – 2020**

## **PUBLIC WORKS**

The Public Works Department responded to four after-hours emergency calls and one business hours emergency call during the month of March; including four lift station alarm calls and one Building and Grounds call.

## **WATER & SEWER**

Water and Sewer personnel installed no water services (29 year-to-date) and inspected three sanitary sewer connection (62 year-to-date) during the month of March. Comparatively, two water services (15 year-to-date) had been installed and two sewer connections (35 year-to-date) had been inspected during FY-2019.

Water and Sewer personnel inspected seven commercial cross connections (518 year-to-date), repaired nine curb stops (81 year-to-date), repaired 30 mainline valves (37 year-to-date), and repaired one hydrant (87 year-to-date) during FY-2020. Crews have operated 370 mainline valves (1,373 year-to-date) for our annual valve turning program. Personnel completed six ground restorations (26 year-to-date).

Water and Sewer personnel have processed 4,282 billings (monthly, final, past-due) for the month of March. Crews completed 187 work orders (ranging from final reads to high water usage).

## **STREETS & DRAINAGE**

City crews responded to 204 staking requests.

Four (4) sign work orders were completed for the repair/replacement of four regulatory signs.

### Major and Local Streets

Streets division employees saw cut the water main patches that occurred over the winter. Pot hole patching was completed as needed. Several signs were vandalized with bumper stickers that had to be removed. The Wood Road leaf site had several yards of debris removed and slag brought in to regrade the site in preparation for the opening on March 21<sup>st</sup>.

The first round of street sweeping was started with curb and guttered roads and then onto paved shoulder roadways. Drainage work included the cleaning of the Airport Road., Hendrick Road., and Henry Street. storm water drainage districts; with hundreds of yards of debris removed from the pipes and sumps. Ditch bottom cleaning was done with several driveway culverts being cleaned to help with the flow of water. Brush mowing was done to clear the back side of the roadside ditches. Numerous trees were removed due to being dead or diseased. Lawn restorations were addressed from plow damage. Debris, garbage, and roadkill was picked up along the road right-of-way as needed. Equipment and garage clean-up were done as time permitted.

### Equipment

Equipment maintenance personnel completed 86 services/repairs in March. The fuel system dispensed 6,411 gallons of fuel in March. Public Works Department vehicles consumed 3,045.3 gallons during the month.

## Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 28 cars and 21 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

- Had sewer line repaired and new 6" cleanout installed
- Delivered and set up voting equipment
- Installed more hand sanitizer dispensers
- Extra cleaning/sanitizing of doors and surfaces

### Library

- Set up voting equipment
- Removed the door from old pit area in childrens section
- Extra cleaning/sanitizing of doors

### Cemetery

- Two full body burials
- One cremain grave sold
- Three cremain burial

## **ENGINEERING**

### **2019 Sidewalk Project:**

Limits:	Pontaluna Road (Railroad Crossing) Mount Garfield Road (Grand Haven Road to US -31) Mount Garfield Road (Harvey Street to Fairfield Inn) Grand Haven Road (Pontaluna Road to Gateway Boulevard.) Gateway Blvd. Norton Center Drive North Gateway Drive
Description:	Construction of new sidewalk along the proposed routes.
Consultant:	ENG, Inc. of Grand Haven, MI
Contractor:	Anlaan Corporation, Grand Haven, MI
Month's Work:	City has notified the railroad that it will not be constructing the grade crossings at Mount Garfield Road. and Pontaluna Road. Additional restoration work done with final restoration to be completed in the Spring of 2020.
Funding:	TIFA & Street Funds
Project Start:	August 12, 2019
Project Finish:	November 22, 2019 (except for restoration)

**2019 Water Main Project:**

Limits: Various locations throughout the city.  
Description: Replacement of existing or placement of new water mains to improve service and function of the system.  
Consultant: Fleis & VandenBrink, Muskegon, MI  
Contractor: To be determined  
Month's Work: City staff finalized the bid package for Part 1 of this project and released it for an April 2, 2020 bid letting. Work continued on the design, plans and easement descriptions for Part 2 of this work. Staff worked on coordinating the Sheffield/Fairfield portion of the work with the Sheffield Pump Station Sewer Project.  
Funding: Water Fund  
Estimated Start: Spring 2020  
Estimated Finish: Fall 2020

**2020 HMA-HIP Street Project:**

Limits: Various locations throughout the city.  
Description: Surface Replacement and/or Rehabilitation of existing street surfaces at various location throughout the city.  
Consultant: City Staff  
Contractor: To be determined  
Month's Work: City staff continued to collect field data, casting conditions and pavement cores for HMA and aggregate depths. Work on bid proposals, quantities, specifications and standards started.  
Funding: Municipal Road Funds  
Estimated Start: Summer 2020  
Estimated Finish: Fall 2020

**2020 Civil Projects:**

Limits: Various locations throughout the city.  
Description: The work is a collection of various tasks that are being bundled into one project. The work includes storm sewer repairs on existing storm sewers located on Nina Lane, Wellesley Drive, Pontaluna Road and Grand Haven Road; repair of the storm sewer outfall on Grand Haven Road at Seaway Drive (US-31BR); cured in place pipe lining (CIPP) on existing storm sewers located on Reneer Avenue, Summit Avenue, Estes Street, Seminole Road, Broadway Avenue, and Manitou Boulevard; sidewalk construction along Henry Street from the existing sidewalk on Porter Road to Cedarwoods Trail and along Grand Haven Road from the existing sidewalk at Airport Road to Hidden Cove; CIPP of existing 1,400-foot of 24-inch concrete sanitary sewer interceptor at Hoyt Street and Seaway Drive and sanitary sewer service wye rehabilitation at 30 locations throughout the city.  
Consultant: Prien & Newhof, Norton Shores, MI  
Contractor: To be determined  
Month's Work: Four Consultants were selected to submit not-to-exceed which were reviewed on March 6, 2020. City Council awarded the work to Prien & Newhof and a virtual kick-off meeting was held. The consultant started on gathering as-built plans, lift station data and field survey work.  
Funding: Multiple Funds  
Estimated Start: Summer 2020  
Estimated Finish: Fall 2020

**Airline Bridge Rehabilitation:**

Limits: Airline Road between Shettler Road and Getty Street.  
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: City staff continued to work with the engineer and MDOT on this project.  
Funding: MDOT Local Bridge Funds with local match  
Estimated Start: Spring 2021  
Estimated Finish: Summer 2021

**Bridge and Street Asset Management Plan:**

Limits: City Wide  
Description: Asset management plan for both City bridges and roadways per State requirements.  
Consultant: City Staff  
Month's Work: Worked with TAMC on new format for AM Plans to be submitted in 2020.  
Funding: Street Funds  
Project Start: June 1, 2019  
Estimated Finish: March 2020

**Broadway Avenue Reconstruction (Phase 2):**

Limits: Getty Street to Bailey Street  
Description: Reconstruction of existing roadway and water main along the proposed route.  
Consultant: Prein & Newhof, Norton Shores, MI  
Contractor: Brenner Excavating, Hopkins, MI  
Month's Work: Staff and Consultant worked with the contractor regarding MDOT forms and paperwork for this project.  
Funding: STIP Grants with local matches along with Water and WMRWA Funds  
Project Start: July 8, 2019  
Project Finish: October 15, 2019

**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: Work started with the closure of the bridge, placement of the detour, work on the pier caps and joints.  
Funding: MDOT Local Bridge Funds with local match  
Estimated Start: March 2020  
Estimated Finish: June 2020

**Lake Harbor Park Channel Wall Repairs:**

Limits: Lake Harbor Park seawall along Mona Lake Channel near Lake Michigan  
Description: Repair/maintenance of section of failing seawall.  
Consultant: City Staff  
Contractor: T. R. Ghezzi, LLC, Muskegon, MI  
Month's Work: Final restoration work to be completed in the spring.  
Funding: Capital Improvement  
Project Start: November 21, 2019  
Estimated Finish: January 2020

**Sewer Relocation:**

Limits: Lake Michigan Shoreline fronting Maranatha Campgrounds  
Description: Preventative action to maintain existing sanitary sewer threatened by shoreline erosion.  
Consultant: City Staff  
Contractor: Jackson-Merkey Contractors, Inc., Muskegon, MI  
Month's Work: Restoration work to be completed in the spring.  
Funding: Sewer Funds  
Project Start: January 22, 2020  
Project Finished: January 28, 2020

**Seminole Road Reconstruction, Phase 1 and Phase 2:**

Limits: Henry Street to Seaway Drive  
Description: Road reconstruction, water main replacement, streetscape.  
Consultant: ENG, Inc of Grand Haven, MI  
Contractor: To be determined  
Month's Work: ENG continued to collect site data for design. Staff was involved in the submission of required permits and studies for this project.  
Funding: STIP Funds with local match and Regional Water Funds.  
Est. Start, Phase 1: Spring 2021  
Est. Finish, Phase 1: Summer 2021  
Est. Start, Phase 2: Spring 2022  
Est. Finish, Phase 2: Summer 2022

**Sheffield Pump Station & Henry Street Sewer Study:**

Limits: Sheffield Pump Station  
Description: Replacement of existing pump station on Sheffield Street and feasibility study and possible removal of Henry Street Pump Stations and related sewer main work.  
Consultant: Phase 1: Prein & Newhof, Norton Shores, MI  
Contractor: To be determined  
Month's Work: Staff completed its review of Prien & Newhof's feasibility study and selected a plan of action based on its findings. A second RFP will be sought from the same four firms in April of 2020 based on the finding of the study.  
Funding: Sewer Funds  
Estimated Start: Summer 2020  
Estimated Finish: Fall 2020

**Major Private or Other Projects:**

<u>Project:</u>	<u>Address:</u>	<u>Developer/Owner:</u>
Beach Street Shoreline Erosion	Beach Street	WMRWA/City of Muskegon
Atwater Springs Dev.	Harvey Street	David C. Bos/Livingstone Dev.
Mona Shores Public Schools	Various Locations	Mona Shores Public Schools

## **PLANNING**

During the month of March 2020, the Planning Commission and the Zoning Board of Appeals did not meet due to lack of business. The Planning Commission and Zoning Board of Appeals will also not meet in April due to the COVID-19 pandemic. Both bodies look to resume meetings in May as scheduled.

Zoning Ordinance violations for March 2020 dealt primarily with parking, recreational vehicle, and fence complaints.

Construction activity for March 2020 saw staff approving 18 site plans for signs, commercial additions and new buildings, as well as residential construction (fences, sheds, additions, etc.). This is double the number of site plan approvals from February 2020.