

AGENDA 10a-3  
DATE 7.21.2020

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

June – 2020

## **PUBLIC WORKS**

The Public Works Department responded to 13 after-hours emergency calls and seven business hours emergency calls during the month of June; including 12 lift station alarm calls, two Water & Sewer calls, four Streets call and two Miss Dig calls.

## **WATER & SEWER**

Water and Sewer crews installed two water services (35 year-to-date) and inspected six sewer connection (70 year-to-date) during the month of June. Comparatively, a total of three water services (29 year-to-date) had been installed and twelve sewer connections (54 year-to-date) had been inspected during FY-2019.

Water and Sewer personnel repaired ten curb stops (86 year-to-date), repaired two hydrants (90 year-to-date) and performed 19 ground restorations (47 year-to-date), cleaned 19,617 feet of mainline sanitary sewer (85,368 feet year-to-date), and took 16 bacteriological samples for our water main construction samples (46 year-to-date) during FY-2020.

Personnel cleaned the remaining 16 sanitary lift station (42 cleaned year-to-date). Staff prepared 4781 Rood Rd lift station for the wet well lining and Plummer's Environmental completed the lining. Crews installed new pump pedestals for 1070 Forest Park lift station. The old pedestals had deteriorated and started to leak creating turbulence within the wet well. This turbulence does not allow the pumps to run efficiently as designed. Personnel replaced the old galvanized pump guiderails with new stainless steel at 1310 Forest Park lift station. Staff inspected 121 hydrants for painting. Giant Maintenance and Restoration is on their second year of this two-year bid.

Water & Sewer personnel have been working closely with West Michigan Dirt Works on our Reneer/Griesbach/Arbor water main replacement and looping. All sampling has been approved and tie-ins are complete. The Contractor has moved to Miller Rd for the water main replacement/upsizing and all samples have been approved and tie-ins are scheduled for July 6<sup>th</sup>.

Water and Sewer personnel have processed 4,291 billings (monthly, final, past-due) for the month of June. Crews completed 229 work orders (ranging from final reads to high water usage).

## **STREETS & DRAINAGE**

City crews responded to 296 staking requests.

Thirteen sign work orders were completed for the repair/replacement of 12 regulatory signs and one street name sign.

### Major and Local Streets

All the road repairs from water services were completed in the month of June. Asphalt millings were used to fix the pad for brush and spoil for the cemetery. Pot hole patching was completed as needed. Black Lake Rd. was repaired after the edge of the road sunk due to heavy rains and saturated soil. Gravel was placed along road shoulders to help prevent edge break up. The pavement preservation operations started and several roads were dura patched. Speed limit changes were completed on Schamber Dr. and Enterprise Dr. Several signs were changed out due to deterioration and damage. School speed beacons were assembled and concrete pads were poured for Ross Park Elementary School. Street sweeping was completed as needed.

Gravel road were graded as needed. Calcium chloride dust control was applied to all gravel roads. Ross Park leaf site was cleaned and closed for the season. Wood Rd leaf site was cleaned and is open on weekends only till the fall. Numerous drains and ditches were cleaned. Off road drainage ditches were all mowed and had several downed trees removed and cleaned up. Road side mowing continued along with trimming of guard rails and sight problems around intersections.

Norton Shores Spring Cleanup day was a huge success with 23 dumpsters and almost 44 tons of debris hauled away. Almost 500 residents took advantage of the cleanup day. Several trees were removed due to being dead or diseased along the City right of way. Road side cleanup, equipment cleanup, and equipment maintenance was completed as time allowed.

### Equipment

Equipment maintenance personnel completed 95 services/repairs in June. The fuel system dispensed 6,921 gallons of fuel in June. Public Works Department vehicles consumed 2,974 gallons during the month.

### Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 69 cars and 89 trucks monitored in June.

### Leaf Sites

The total number of vehicles that were monitored using the Wood Road leaf site in June was 1,752.

## **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

- Windows on second floor were installed
- Windows in Police Department were installed
- Put signs up requiring masks
- Sent out bid forms for new roof

### Library

- Checked roof drains
- Data and power cables were run under the floor
- New carpet installed
- Washed all windows and over hangs above doorways
- Sent out bid forms for new roof

### Cemetery

- Graves Sold: 4
- Full body burial: 1
- Cremain burial: 6
- Office buildings new siding and doors were completed

**DPW**

- Put signs up requiring face masks

**ENGINEERING**

**HIP/HMA Overlay Project 2020 (FY21):**

Limits: Various locations throughout the City.  
Description: Surface Replacement and/or Rehabilitation of existing street surfaces at various locations throughout the City.  
Consultant: City Staff  
Contractor: Milling and Overlay: Michigan Paving & Materials, Grand Rapids, MI  
Hot-in-Place Recycling: Gallagher Asphalt, Thorton, IL  
Construction Engineering: OMM, Grand Rapids, MI  
Month's Work: The projects three parts were let on June 4<sup>th</sup> and contracts awarded by City Council at their June 16<sup>th</sup> meeting. Staff sent contract documents to the individual firms for action and a pre-construction meeting is scheduled for July 7<sup>th</sup>.  
Funding: Municipal Road Fund and Capital Improvement Fund  
Estimated Start: July 2020  
Estimated Finish: Late September 2020

**2020 Water Main Project:**

Limits: Various locations throughout the City.  
Description: Replacement of existing or placement of new water mains to improve the service and function of the system.  
Part 1: The replacement and looping of existing 6-inch water main with new 8-inch ductile iron main in the existing Greisbach, Reneer & Arbor residential neighborhood, and the replacement (up-sizing) of the existing water main in Miller Street.  
Part 2: The placement of a new 8-inch water main loop from the Mona Shores Middle School to Bonneville Drive, the placement of a new 12-inch water main loop between Pontaluna Road and Norton Pines Drive, and the replacement of existing cast iron water main with new 12-inch and 8-inch at Sheffield, Cleveland, and Fairfield Streets.  
Consultant: Fleis & VandenBrink, Muskegon, Michigan  
Part 1 Contractor: West Michigan Dirt Works, LLC  
Part 2 Contractor: To be determined  
Month's Work: The contractor started work in the Arbor, Reneer, and Greibach neighborhood with the replacement of the existing force main and the installation of the water main on the Renner-Arbor Loop. They followed up with the installation of the proposed water main. Once the new main was installed and completed its testing, water services were adjusted from the old water main to the new. Work started on Miller Street the week of the 26<sup>th</sup>.  
As for Part 2, City staff continues to work with Fleis & VandenBrink on the project design and plans. Legal descriptions were created for proposed easements and requests sent to the respective property owners.  
Funding: Water Funds  
Estimated Start: Part 1, May 11, 2020  
Part 2, Spring 2021  
Estimated Finish: Part 1, Late August 2020  
Part 2, Late Summer 2021

**2020 Civil Bundle Project:**

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 Blvd; 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: Prein & Newhof, Norton Shores, MI  
Contractor: To be determined  
Month's Work: City staff continued its work with the consultant in gathering as-builts plan, lift station data, and field survey work for this project. Grand Haven sidewalk & Henry St. sidewalk work to be done in Spring of 2021 if budget allows.  
Funding: Multiple Funds  
Estimated Start: Fall 2020  
Estimated Finish: Spring 2021

**Airline Bridge Rehabilitation:**

Limits: Airline Road Bridge over Little Black Creek between Shettler Road and Getty Street.  
Description: Preventative maintenance and repairs to the bridge joints, deck, and piers.  
Consultant: Fleis & VandenBrink, Grand Rapids, Michigan  
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 a local match  
Estimated Start: Spring 2021\*  
Estimated Finish: Summer 2021\*

*\* Please note that with the current highwater situation in Lake Michigan affecting water levels on Mona Lake and Little Black Creek at bridge location, this project may need to be postponed to allow water levels to drop to perform the necessary work on the underside of the bridge deck and beams.*

**Bridge, Street, and Compliance Asset Management Plan:**

Limits: City Wide  
Description: Asset management plan for both city bridges and roadways per state requirements.  
Consultant: To be Determined  
Month's Work: Working with TAMC on a new format for AM Plans to be submitted in 2020.  
Funding: Street Funds  
Project Start: June 1, 2020  
Estimated Finish: October 2020

**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: Milbocker & Sons, Allegan, MI  
Month's Work: Work was completed on the bridge with the painting of the pier caps to cover the repairs and the completion of the pedestrian railing work below the bridge.  
Funding: MDOT Local Bridge Funds with a local match  
Project Start: March 23, 2020  
Project Finish: Open to Traffic on May 7, 2020. Final Completion on June 26, 2020

**Lake Harbor Bridge MDOT Loading:**

Limits: Lake Harbor Bridge over Mona Lake Channel  
Description: MDOT required load rating assessment after preventative maintenance and repairs to the bridge joints, deck, and piers.  
Consultant: City and Brechting Bridge, Spring Lake, MI  
Month's Work: Work was completed on the bridge load rating per MDOT's requirements.  
Funding: Street Funds  
Project Time: June 2020

**Atwater Development, Harvey Street and Judson Road Sanitary Sewer:**

Limits: Harvey Street, Wilson Road to Judson Road and Judson Road, Harvey Street to Norton Pines (west of US-31)  
Description: Installation of gravity sewer along Harvey Street between Wilson Road and Judson Road, construction of a sanitary sewer lift (pump) station at the intersection of Judson and Harvey and sanitary sewer force main along Judson Road from Harvey Street to existing sewer just west of cul-de-sac near Norton Pines.  
Consultant: Utility/Site Design: Nederveld, Holland, MI  
Lift Station Design: Vriesman & Korhorn, Bryon Center  
Construction Engineering: Westshore Consulting, Muskegon, MI  
Contractor: West Michigan Dirt Works, Fruitport, MI  
Month's Work: A project meeting was held with Nederveld, Westshore Consulting and West Michigan Dirt Works on June 24<sup>th</sup>. This work began with the placement of a sanitary manhole at Harvey Street just north of Wilson Road. Clearing for the proposed sewer lift station was complete. Work along Harvey Street will start up once the Atwater development sewer and water are completed.  
Funding: Sewer Funds.  
Project Start: June 22, 2020  
Estimated Finish: Late Summer 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 work on the meets and met with staff for input. Council approved an agreement with Frontier to relocate a portion of their overhead utilities.  
Funding: STIP Funds with local match and Regional Water Funds.  
Estimated Start, Phase 1: Spring 2021  
Estimated Finish, Phase 1: Summer 2021  
Estimated Start, Phase 2: Spring 2022  
Estimated Finish, Phase 2: Summer 2022

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

Limits: Sheffield Pump Station  
Description: Replacement of existing pump station at Sheffield and feasibility study and possible removal of Henry Street Pump Stations and related sewer main work.  
Consultant: Phase 1: Prein & Newhof, Muskegon, MI  
Phase 2: Fleis & VandenBrink, Muskegon MI  
Contractor: To be determined  
Month's Work: A project kick-off meeting was held with Fleis & VandenBrink on June 24<sup>th</sup>. This work will be coordinated with the 2020 Water Project, Part 2 to help with cost savings.  
Funding: Sewer Funds.  
Estimated Start: Spring 2021  
Estimated Finish: Summer 2021

**Major Private or Other Projects:**

<u>Project:</u>	<u>Address:</u>	<u>Developer/Owner:</u>
Beach Street Shoreline Erosion	Beach Street	City of Muskegon
Chick-Fil-A	Harvey Street	Private
Earthtronics	Airport Place	Private
Mona Shores Public Schools	Varies Locations	Mona Shores Public Schools
Smart Vision Expansion	Robert Hunter Drive	Private

**PLANNING**

During the month of June 2020, the Planning Commission met and unanimously recommended approval for two land divisions. Both land divisions were ultimately approved by the City Council. The Zoning Board of Appeals did not meet due to lack of business. The ZBA will meet in July for four variance requests.

Zoning Ordinance violations for June 2020 dealt with parking, fences, and accessory structures.

Construction activity for June 2020 saw staff approving 26 site plans for fences and sheds along with an additional 59 site plans for other residential and commercial construction including decks, additions, pools, etc. Between the zoning and building permits there was a total of 85 reviewed and approved site plans by the City Planner during the month. This is a promising increase from previous months, especially considering the COVID-19 pandemic.