AGENDA 6a-3
DATE 8·18·2020

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

July – 2020

PUBLIC WORKS

The Public Works Department responded to six after-hours emergency calls and six business hours emergency calls during the month of July; including five lift station alarm calls, two Water & Sewer calls, three Streets call and two Miss Dig calls.

WATER & SEWER

Water and Sewer crews installed 32 water services (32 year-to-date) and inspected nine sewer connection (9 year-to-date) during the month of July. Comparatively, a total of four water services (4 year-to-date) had been installed and eleven sewer connections (11 year-to-date) had been inspected during FY-2020.

Water and Sewer personnel repaired nine curb stops (9 year-to-date), repaired one hydrant (1 year-to-date), and tested two large meters (2 year-to-date) during FY-2021. Personnel performed seven ground restoration and took six construction samples for our current development projects. Crews obtained distribution system readings on 22 of our hydrants. This data will be forwarded onto Insurance Services Office (ISO) for their evaluation. The inspection of the remaining 229 hydrants form the annual painting program was completed. All hydrants passed and this year's painting is the best the City has seen in years.

Water and Sewer personnel cleaned 25,439 feet (25,439 feet year-to-date) of mainline sanitary sewer. Kennedy Industries replace the old steel electrical cabinet at 4993 Henry St. lift station with a new stainless steel one along with the assistance of Norton Shores.

Water & Sewer personnel have been working closely with West Michigan Dirt Works (WMDW) on our Reneer/Griesbach/Arbor water main replacement and looping. All sampling and tie-ins are completed with restorations and punch list items being created. WMDW is also the contractor for Atwater Springs development. The water main has been tested and approved, as well as the sanitary sewer system. Of the above 32 small water services installed, thirty (30) of them were for this development and were installed prematurely to eliminate any future destruction to sidewalks, driveways, and road surfaces.

Water and Sewer office personnel have processed 3,470 billings (monthly, final, past-due) for the month of July. Crews completed and office staff processes 286 work orders (ranging from final reads to high water usage). The City also went live with a 3rd party billing vendor called InvoiceCloud. They will direct online users to create a one-time account allowing them to pay their utility bills and local taxes with ease.

STREETS & DRAINAGE

City crews responded to 277 staking requests.

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

<u>Major and Local Streets</u>

The dura patch operation was completed with several roads getting addressed with the repair. The crack sealing operation began. Sidewalk repair/replacement started with numerous pieces of sidewalk being replaced. Driveway and concrete curb work for the Water and Sewer Division was completed. Gravel roads were graded and calcium chloride dust control was applied. Several washouts

along the gravel roads were addressed. Gravel was placed along the road edge to prevent edge break-up. Wood Road leaf site was pushed up as needed.

Street sweeping was done to clear drains of debris and local road radiuses were swept to prevent dirt and debris from reaching the catch basins. Traffic counts were done for speed studies. Several drain leaching structures were installed to alleviate flooding problems ahead of the HMA work that is currently being done. Hendrick Storm Collection District sumps and pipes were cleaned. Tree and brush trimming continued along with roadside mowing and weed trimming. Road side trash and deceased animals were removed throughout the city. Equipment, garage clean-up and maintenance was completed as time allowed.

Equipment

Equipment maintenance personnel completed 74 services/repairs in July. The fuel system dispensed 7,036 gallons of fuel in July. Public Works Department vehicles consumed 3,049.4 gallons during the month.

Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 54 cars and 51 trucks monitored in July.

Leaf Sites

The total number of vehicles that were monitored using the Wood Road leaf site in July was 1,097.

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

- Washed windows
- Met with contractors about solar panels on City Hall & PD garage roof
- Had trees trimmed around building
- Bid opening and award for new roof awarded to Hoekstra Roofing Co.

Library

- Had trees trimmed around building
- Put new rugs for entrance doors to protect new carpet
- Bid opening and award for new roof awarded to VanDoorn Roofing Co.

Cemetery

- Graves Sold: 5
- Cremain burial: 8
- Repaired/added irrigation heads to system for better coverage
- Had trees trimmed along cemetery roads

DPW

- Met with contractor about solar power on DPW garage roof

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:	Casting were lowered on most of the streets in this year's project. Gallagher performed the Hot-in-place (HIP) recycling work and MPM's crews started prepping the HIP streets for the application of the overlay in August. MPM plans to start the milling and paving work in mid-August. City Council approved the addition of Lake Harbor Road between the Mona Lake Channel and Forest Glen Ct. to be included in this year's project.
Funding:	Municipal Road Fund and Capital Improvement Fund
Estimated Start:	July 7, 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 completed the water main work in the Arbor, Reneer, and Greibach neighborhood and on Miller Street. The newly installed mains passed the testing requirements and the residents connected to the new water mains. Restoration work started and a punch list walk thru is scheduled for early August. As for Part 2, City staff continued to work with Fleis & VandenBrink on the project design and plans. Legal easement descriptions were sent to affected property owners and we are awaiting responses.
Funding:	Water Funds
Estimated Start:	Part 1, May 1, 2020 Part 2, Spring 2021
Estimated Finish:	Part 1, July 24, 2020 Part 2, Fall 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-feet 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-built plans, lift station data, and field survey work for this project.
Funding:	Multiple Funds
Estimated Start:	Fall 2020
Estimated Finish:	Summer 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:	Prien & Newhof, Norton Shores, MI
Month's Work:	City staff worked with P&N on a new format for Asset Management plans to be submitted by October 1, 2020.
Funding:	Street Funds
Project Start:	June 1, 2020
Estimated Finish:	October 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:	On site work for the development started with the installation of dewatering pumps, placement of the sanitary sewer mains and services. The on-site watermain work was also completed and testing performed in July. August will be spent working on storm, water services and site grading for the development portion of the project. Work along Harvey Street and Judson Road sanitary sewer is scheduled to start in September.
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 City staff for input. Agreement and payment sent to Frontier for the relocation of the portion of their overhead utilities. Grading easement requests sent to affected property owners. Additional design and permit work started.
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:	Provided requested as-built information to the Consultant. 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:

Project:	Address:	Developer/Owner:
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 July 2020, the Planning Commission did not meet due to lack of business. The Zoning Board of Appeals met and heard four (4) variance requests. Three (3) variances were granted and one (1) was denied. The Planning Commission and Zoning Board of Appeals will not meet in August due to lack of business.

Zoning Ordinance violations for July 2020 dealt with parking, and fences. Construction activity for July 2020 saw staff approving 16 site plans for fences and sheds along with an additional 12 site plans for other residential and commercial construction including decks, additions, pools, etc. Between the zoning and building permits there was a total of 28 reviewed and administratively approved site plans by the City Planner during the month.