

AGENDA 6a3
DATE 5.19.20

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

April – 2020

PUBLIC WORKS

The Public Works Department responded to seven after-hours emergency calls and one business hours emergency call during the month of April; including seven lift station alarm calls and one miss dig call.

WATER & SEWER

Due to COVID-19 restrictions the work force was cut in half and rotated weeks on and off.

Water and Sewer personnel installed no water services (29 year-to-date) and inspected one sanitary sewer connection (63 year-to-date) during the month of April. Comparatively, six water services (21 year-to-date) had been installed and three sewer connections (38 year-to-date) had been inspected during FY-2019.

Water and Sewer personnel repaired one hydrant (88 year-to-date), repaired three curb stops (84 year-to-date), cleaned 341 feet of sanitary mainline sewer (65,751 feet year-to-date), and collected six construction samples (30 year-to-date) during FY-2020. Crews inspected 27 sanitary sewer "hot spots" for back-ups or blockage. These hot spots are areas that have been noted as problematic in the past. Of the 27 areas, only two needed to be cleaned. Crews inspected all castings for our upcoming HMA/HIP road work and documentation was sent to the City Engineer. Personnel witnessed the new water main tap, pressure test, continuity test, flushing and chlorination for 3570 Henry St. (Mercy Health) project.

Water and Sewer personnel set-up bypass pumping for our 396 Lakeshore Blvd. lift station because of the most recent heavy amounts of rain accumulation, causing lake levels to rise. Fortunately, our crews were able to bypass it internally with our own equipment. Our first round of letters to disconnect sump pumps went out February 20th with two residents complying to the standards. A second round of letters will be sent soon in order to continue the elimination of these illegal connections.

Water and Sewer personnel processed 3,458 billings (monthly, final, past-due) for the month of April. Crews completed 77 work orders (ranging from final reads to high water usage).

STREETS & DRAINAGE

City crews responded to 169 staking requests.

Two (2) sign work orders were completed for the repair/replacement of two regulatory signs.

Major and Local Streets

Due to COVID-19 restrictions the work force was cut in half and rotated weeks on and off.

The month of April had no snow; therefore, winter snow operations have ended. Patching of pot holes was completed as needed. Mailboxes were moved to protect the edge of the road from the mail service and help plow drivers define the edge of the road and reduce turf damage during snow removal in several areas. Street sweeping operation worked to clean dirt and debris off the roadways before traffic line painting starts in early May. Numerous drains, culverts, and ditches were cleared of debris to help alleviate the extensive amounts of rainfall that occurred at the end of April. Several catch basin repairs were addressed with brick and mortar joint work.

The gravel roads were graded as needed. Several gravel road cul-de-sacs were cleaned up of gravel from snow plowing over the winter. Leaf sites were pushed up as needed. Lawn restorations were completed due to plow damage. City equipment was cleaned and sanitized regularly due to COVID-19. Garage maintenance was done as needed along with roadside removal of trash and dead animals.

Equipment

Equipment maintenance personnel completed 67 services/repairs in April. The fuel system dispensed 4,391 gallons of fuel in April. Public Works Department vehicles consumed 1,443.4 gallons during the month.

Leaf Sites

The total number of vehicles that were monitored using the Wood Road leaf site in April was 2,564.

Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 33 cars and 30 trucks monitored in April.

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

- Extra cleaning/sanitizing of doors and surfaces

Library

- Extra cleaning/sanitizing of doors

Cemetery

- Seven graves sold
- Four full body burials
- One cremain grave sold

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: With the return of warmer weather, the City and ENG started to compile the final punch list for this project. The contractor has started the final restoration work with the hope of having everything completed by late spring.

Funding: TIFA & Street Funds

Project Start: August 12, 2019

Project Finish: November 22, 2019 (except for restoration)

2020 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.

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: Part 1 of this project was let in April with West Michigan Dirt Works, LLC being the low bidder. City Council awarded them the work and a pre-construction meeting was scheduled for May 5th. Staff worked with the contractor to secure the contract documents and bonds.

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.

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 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 has completed its collection of data on the condition of manhole and gate valve castings in the streets and additional core samples were collected to determine pavement and aggregate base depths along Grand Haven and Lake Harbor Roads. Final work was completed on the bid documents and specification with the goal to let in mid-May.

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-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: Prien & 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.
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

** 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 so as to perform the necessary work on the underside of the bridge deck and beams.*

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 on completing the 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 continued on the bridge with the repairs on the peri caps and joints being completed and repairs to the southern catch basins completed. Placement of the deck membrane was prepped with pavement, guard rail, painting and pedestrian railing work below the bridge to be done in May. The project was place on hold for two weeks in April as a result of the COVID-19 virus pandemic to allow crew training to work under new conditions and safe space rules.
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: Spring 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: An additional sewer lead was connected to the relocated sewer and final restoration 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 the environmental, traffic and SHPO studies and adjust the design per findings. Staff was involved in the submission of the required permits and studies for the project. Discussion with utility companies were also conducted.
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 actions based on the findings, thus ending Phase 1 of the project. A second RFP was sought from the same four firms on April 24th based on the findings of the study. It is anticipated the request for a contract award will be brought to the City Council in May. This work will be coordinated with the 2020 Water Project, Part 2 to help with cost savings.
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.
Mercy Health	Henry Street	Mercy Health
Menards Expansion	Harvey Street	Menards

PLANNING

During the month of April 2020, the Planning Commission and the Zoning Board of Appeals did not meet due to lack of business. Again for the month of May there are no Planning Commission or Zoning Board of Appeals meetings scheduled due to lack of business.

Zoning Ordinance violations for April 2020 dealt primarily with fences and animals.

Construction activity for April 2020 saw staff approving 10 site plans for signs, commercial additions and new buildings, as well as residential construction (fences, sheds, additions, etc.). Due to the COVID-19 pandemic there has been a sharp decline in permits, but there looks to be an uptick in the coming months due to construction being allowed to begin per the Governor's Executive Orders.