

AGENDA 7a-3  
DATE 9-18-18

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

August – 2018

## **PUBLIC WORKS**

The Public Works Department responded to 17 after hours emergency calls and four business hours emergency calls during the month of August; including eight lift station alarm calls, four Streets calls, five Miss-Digs, and four Water & Sewer calls.

## **WATER & SEWER**

Water and Sewer personnel installed one water service (two year-to-date) and inspected four sewer connections (seven year-to-date) during the month of August. Comparatively, a total of four water services (eight year-to-date) were installed and nine sewer connections (11 year-to-date) were inspected during FY-2018.

Water and Sewer personnel repaired 17 curb stops (25 year-to-date) and tested one large meter (25 year-to-date). Crews repaired three distribution sample stations, repaired four main-line valves (four year-to-date) and completed 32 cross connection inspections year-to-date.

Crews completed the inspection of all 350 hydrants that were painted during the Hydrant Painting Program, along with the removal of the road-way box for the man-line valve on Montana at Oregon (valve is broken open and has two valves isolating it on Oregon). Personnel collected both DEQ required Stage II Disinfectant By-Product (DBPR) and both Fourth Unregulated Contaminant Monitoring Rule (UCMR4) samples. Personnel also field inspected and assisted Jackson–Merkey Contractors with the new 16" Regional water main installation and tie-ins.

Personnel cleaned 54,694' of mainline sewer during the month (71,826' year-to-date). Crews removed the old Meyer grinder pumps and installed two new Flygt submersible pumps, pump pedestals and guide rails at the 2369 Pleasant Hill lift station. Personnel also replaced both pump top guide rail brackets and the discharge pipe for pump two at the 4049 Nob Hill lift station. The wear plates for both ABS submersible pumps were replaced by staff at the 89 Pontaluna lift station. The old plates were no longer adjustable and were allowing large amounts of debris to be passed by the pumps. The new plates are properly adjusted and working sufficiently.

Water and Sewer clerical personnel generated a fourth round of letters that the field personnel hand delivered to non-residential accounts required to test any due cross connection backflow devices for 2018. Water and Sewer crews also inspected compliance on all the utility infrastructures within the HMA resurfacing projects.

## **STREETS & DRAINAGE**

City crews responded to 185 staking requests.

Twenty seven (27) sign work orders were completed for the repair/replacement of 17 regulatory signs, the installation of eight new regulatory signs, and the installation of two delineators.

## Major and Local Streets

Streets Division personnel continued with the crack sealing operation by finishing several roads in the month of August. Patching of pot holes was completed throughout the City. Asphalt repair was completed on Seminole Road, where the road had some settling spots. Gravel roads were graded as needed. Tree trimming began near plow areas to clear sight problems and potential limbs/brush that could damage equipment this winter.

Roadway shoulder work got underway by adding gravel and/or top soil to the HMA/HIP road work that was completed over the summer, as well as the moving of mailboxes to help protect the edge of the new asphalt. Sign work included the removal of Arts & Drafts banners from the Henry Street Bridge. Speed signs were also replaced on the roads that adopted new speed limits. Leaf sites were maintained as needed. Road side clean-up included the removal and chipping of fallen brush from recent storms along with the removal of large amounts of trash and debris. The third road side mowing of the year began. Storm drains were cleaned as needed throughout the city. The Streets Division assisted the Police Department with traffic control set-up/removal for the Mt. Garfield Hill Climb. Equipment and building clean-up was completed as needed throughout the month of August.

## Equipment

Equipment maintenance personnel completed 74 services/repairs in August. The fuel system dispensed 6,382.8 gallons of fuel in August. Public Works Department vehicles consumed 2,564.3 gallons during the month.

## Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 32 cars and 26 trucks monitored in August.

## **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

- Delivered, set up, and tore down election equipment
- Repaired sidewalk

### Library

- Met with contractor to check for asbestos (none found)
- Repaired two chairs
- Cleaned out boiler room for HVAC replacement
- Cleaned wooded area of garbage

## Cemetery

- Four burials were performed
- Six cremain burials were performed
- Removed excess sand collected from burials
- Moved two vaults to different lots per family requests

## **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: Jackson-Merkey Contractor, Inc., Muskegon, MI  
Month's Work: Work continued with the completion of pavement and sidewalk removals. The new 16-inch water main was installed and testing was completed, along with the tying in of the existing mains and services from the old water line. Grade work for the gravel road base began.  
Funding: STIP with local matches  
Project Start: June 18, 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: EPIC Excavating, Inc., Grand Rapids, MI  
Month's Work: Work was completed along Ellis Road and Pontaluna Road with excavations, forming, concrete placement and restoration.  
Funding: Capital Improvement and TIFA Funds  
Start Date: July 9, 2018  
Finish Date: September 3, 2018

### **2019 Sidewalk Project:**

Limits: Padelt Street  
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 Blvd.)  
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: To be Determined  
Month's Work: Engineering proposals were sought with ENG, Inc eventually being award the work by City Council. Staff met with the firm in August for a project kick-off meeting  
Funding: TIFA and Capital Improvement Funds  
Estimated Start: Spring of 2019  
Estimated Finish: Summer of 2019

**Forest Park Road Resurfacing, Phase 2, Stryker Drive to Lake Point Drive:**

Limits: Stryker Drive to Lake Point Drive  
Description: Resurfacing of existing roadway and placement of liner in sanitary sewer under existing culvert.  
Consultant: City Staff  
Contractor: To be Determined  
Month's Work: Budgeted for work in FY19, preliminary design has started for this project by City Staff.  
Funding: Capital Improvement and Sewer Funds  
Estimated Start: Spring 2019  
Estimated Finish: Fall 2019

**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: Gallagher Asphalt, Thornton, IL for Hot-in-Place Recycling  
Michigan Pavement & Material, Comstock Park, MI for HMA Mill and Pavement and HIP Overlay.  
Westshore Consulting, Surveying and Material Testing  
Month's Work: All leaching basins, rising of structures and pavement work was completed for Lake Harbor Road and Martin Road. All the hot-in-place pavement recycling roads were capped with ultra-thin or 1.5-inches of pavement. Martin Road and Lake Harbor Road had their pavement markings placed. The Street Division is currently working on shoulders and driveways.  
Funding: MRF and Capital Improvement Funds  
Start Date: July 2, 2018  
Finish Date: August 30, 2018

**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: Environmental clearance work is well underway.

Funding: MDOT Local Bridge Funds with local match  
Project Start: Spring 2020  
Estimated Finish: Summer 2020

### **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: Work on several speed studies was completed per 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 August:

- Ellis Road, Martin Road east to Cul-de-sac
- Leon Street, Norton Avenue to Plainfield Drive
- Robert Hunter Drive, Ellis Road to Sternberg Road

### **APWA Snow Plow Roadeo:**

Month's Work: Monthly meetings for the upcoming Snowplow Roadeo continued.  
Date: October 10, 2018

### **PLANNING**

The staff processed through the Planning Commission an amendment to the Zoning Ordinance pertaining to the regulation of signage for out-of-business establishments. The City Council ultimately adopted the new language.

The staff also processed through the Planning Commission site plan approval for the development of 36 detached condominiums on the undeveloped portions of the Mona Kai site off of Seminole Road. The site plan for the "Cottages of Mona Kai" was approved by the Commission.

Ordinance violations for the month dealt primarily with commercial vehicles parked in residential districts, and recreational vehicles parked in the City's public right-of-ways.

Construction activity for the month remained steady as the staff approved 29 site plans for fences, sheds, signs, building additions, and commercial projects; including four new single family residential structures.