

AGENDA 7a-3
DATE 6-18-2019

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

May – 2019

PUBLIC WORKS

The Public Works Department responded to eight after-hours emergency calls and five business hours emergency calls during the month of May; including eight lift station alarm calls, one Streets call and four Miss Dig calls.

WATER & SEWER

Water and Sewer crews installed five water services (26 year-to-date) and inspected four sewer connections (42 year-to-date) during the month of May. Comparatively, a total of one water service (30 year-to-date) had been installed and two sewer connections (38 year-to-date) had been inspected during FY-2018.

Water and Sewer personnel repaired 19 curb stops (103 year-to-date), repaired one mainline valve (27 year-to-date), and repaired 10 hydrants (93 year-to-date), during FY-2019. Personnel collected and submitted the DEQ/EGLE mandated Stage II Disinfectant Bi-Product samples (DBPR). Crews also performed seventeen (17) ground restorations throughout the City from various maintenance operations. Construction season has begun and the personnel have been involved with witnessing and inspecting new water and sanitary sewer mains.

Water and Sewer personnel cleaned 36 of the 44 sewer lift stations totaling 42 for the year. The other two larger stations (4993 Henry and 6239 Grand Haven) are on a five-year rotation. The City completed the bi-annual "hot spot" mainline sanitary sewer cleaning. These are areas where there are belly's in the pipe or low flow situations that would result in back-up issues. Crews cleaned 1,163 feet (110,553 feet year-to-date) of mainline sewer. A new stainless-steel cabinet was installed at our 2830 Lincoln St. lift station. Crews removed the outdated bubbler control systems at 396 Lakeshore and 2830 Lincoln St. and personnel installed two rebuilt pumps at 2939 Sheffield St. and 4781 Rood Rd.

STREETS & DRAINAGE

City crews responded to 222 staking requests.

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

Major and Local Streets

Streets Division employees finished road/curb repairs due to the winter season water main breaks. Gravel roads were checked and graded as needed.

Sign work included the installation of millage signs on the hot-in-place and mill and resurface local roads. Flashing beacons were installed on the pedestrian signs on the south end of Lake Harbor Road. Multiple signs and delineators were replaced/repared due to damage or deterioration. The first round of street sweeping was completed, as was curb and gutter sweeping in the City of Roosevelt Park. Numerous drains were cleaned of dirt and debris. Downed trees and branches were removed from the off-road ditches. Bottom cleaning was done to improve water flow in several of the off-road drains as well. An illicit storm water discharge was discovered in the M303 Ellis drain and traced back to 711 E. Porter Road. Streets employees capped the inlet of the storm system to stop the discharge into the city's storm system.

Roadside mowing started for the summer season. Guard rails and sight obstructions were trimmed and mowed. Tree planting was completed with a total of 15 trees planted. Streets employees started work on the Ginka Memorial located at City Hall. Tree limbs were chipped up at fire station 3 and the cemetery. The kayak launch road was improved by building up the road with fill sand and then capped with slag while adding a couple turn off areas to allow for two-way traffic. On May 4, 2019 the City held its annual spring cleanup day. It was another success; with a total of 419 vehicles that filled up 10 garbage dumpsters, two scrap metal dumpsters, and two full trucks for Goodwill Inc. Multiple dead animals and roadside trash was removed as needed. Equipment cleanup was done as needed and when time allowed.

Equipment

Equipment maintenance personnel completed 63 services/repairs in May. The fuel system dispensed 6,907 gallons of fuel in May. Public Works Department vehicles consumed 2,910.2 gallons during the month.

Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 30 cars and 45 trucks monitored in May.

Leaf Sites

The total number of vehicles that were monitored using the Wood Road leaf site in May was 2,056.

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/picked up voting equipment
- Turned on irrigation system
- Started work on berm removal for the Ginka Memorial
- The replacement of windows in the Assessing department began

Library

- Set up Voting Equipment
- New A/C system was put online
- Sold two of the evaporator coolers bought to cool Library during HVAC replacement

Cemetery

- Graves Sold: 10
- Full body burial: 4
- Cleaned up leaves and yard debris
- Worked on ground repair

- Turned on irrigation for the season
- Planted a new tree

ENGINEERING

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, Grand Rapids, MI
 Contractor: Brenner Excavating, Hopkins, Michigan
 Month's Work: City Staff and the consultant worked with MDOT as the project was set for a May letting by responding to questions and requests for clarifications. Brenner Excavating was the project's low bidder and a preconstruction meeting was set up for early June.
 Funding: STIP Grants with local matches along with Water and WMRWA Funds
 Project Start: July 8, 2019
 Estimated Finish: Fall, 2019

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 Blvd.)
 Gateway Blvd.
 Padelt Street (Seminole Rd. to Norton Ave)
 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, Michigan
 Month's Work: Project was let in May with Anlaan being the low bidder. Recommendation for award and City Council approval will be sought at the June 4th meeting.
 Funding: TIFA and Capital Improvement Funds
 Estimated Start: Summer of 2019
 Estimated Finish: Fall of 2019

HIP/HMA Overlay Project 2019 (FY20):

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 and ENG Inc.
 Contractor: Gallagher Asphalt, Michigan Paving and Materials
 Month's Work: City Staff completed design, specifications and bid documents for a May letting. Gallagher was the low bidder for the Hot-in-Place work, Michigan Paving and Materials for the Milling and Overlay and ENG for the

inspection. Permission will be sought from Council at their June 4th meeting to award the work to the respective firms.

Funding: Municipal Road Fund and Capital Improvement Funds
Estimated Start: Early Summer 2019
Estimated Finish: Late Summer 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
Consultant: City Staff
Contractor: Jackson-Merkey Contractors, Muskegon
Month's Work: Project preconstruction meeting was held with Jackson-Merkey and work started on May 28th with the lowering of manholes casting and milling of the pavement. The contractor proof-rolled the aggregate base and made repairs where needed. The road was then fine graded and will be ready for pavement on June 1st.

Funding: Street Funds
Project Start: May 28, 2019
Estimated Finish: June 14, 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: Staff and consultant continued to meet and work on final plans for the MDOT letting.

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

Mona Shores Mid-Block Cross Walk (FY19):

Limits: Seminole Road and Padelt Street Intersection
Description: Placement of a mid-block crosswalk to service foot traffic to the high school.
Consultant: City Staff
Contractor: Severence Electric, Kalamazoo, MI
Month's Work: Project was released by MDOT on May 3rd bid letting. Staff answered questions and provided project clarification to bidders as needed. Severence Electric of Kalamazoo was the low bidder and staff worked with the State and contractor about contract items and scheduled a preconstruction meeting in June.

Funding: Capital Improvement Funds
Estimated Start: Summer 2019
Estimated Finish: Summer 2019

2019 Cured In-Place Pipe (CIPP) Sewer Project:

Limits: Various locations throughout the city
Description: Replacement of existing sewer at Ellis Road near Stariha Drive, CIPP Lining of Forest Park Road sewer near Stryker Drive and CIPP Lining and shortening of Force Main along McCracken Sewer between Castle Court and railroad tracks to improve service and function of the system.
Consultant: City Staff
Contractor: Jackson-Merkey Contractors, Muskegon, Michigan
Month's Work: City Council awarded the work to Jackson-Merkey. A preconstruction meeting was held, but no exact schedule was set for the work, however, work will be completed during the summer.
Funding: Sewer Funds
Estimated Start: Summer 2019
Estimated Finish: Summer 2019

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, Michigan
Contractor: To be determined
Month's Work: With Council's permission, engineering work for this project was awarded to Fleis and VandenBrink. Staff held a design kick-off meeting with the consultant and the surveying work on a portion of the project started.
Funding: Water Funds
Estimated Start: Summer 2019
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, Michigan
Contractor: To be determined
Month's Work: After obtaining Council's approval to award the work for engineering services for this project to Fleis & VanderBrink, staff scheduled a kick-off design meeting for early June.
Funding: MDOT Local Bridge Funds with local match
Estimated Start: Spring 2021
Estimated Finish: Summer 2021

Black Lake Kayak Road:

Limits: Wilson Road near Campground to Launch
Description: Gravel resurfacing of existing roadway.
Consultant: City Staff
Contractor: City Staff
Month's Work: Aamazon Environment flagged the wetland areas to be avoided during road improvements with City Staff afterwards marking off the areas with

more permanent wood stakes. City Street Crews then placed aggregate material on sandy roadway to provide a better access.

Project Start: May 6, 2019
Project Finished: May 24, 2019

MDOT Bridge Inspections:

Limits: The five roadway bridges under City’s jurisdiction.
Description: Two-year inspection of the City’s existing bridges as prescribed by State and Federal rule along with the required five-year underwater inspection of the Henry Street Bridge.
Consultant: Brechting Bridge and Great Lakes Engineering Group
Contractor: N/A
Month’s Work: City worked with the two engineering firms performing the required inspections on the City’s five bridges. Brechting Bridge completed all their inspections, with the exception of a portion of the Airline Road Bridge that will be finished in the first week of June due to high water levels that made it difficult to see the underside of the bridge, calculations and required data in May. Great Lakes Engineering Group performed an underwater inspection of the Henry Street Bridge in April and provided all the requested data to MDOT in May, except for the scouring data which is due in August. Both inspections are scheduled to be completed on time in order to meet MDOT’s submission deadline.
Funding: Street Funds
Start Date: April 1, 2019
Finish Date: June 5, 2019

Major Private or Other Projects:

<u>Project:</u>	<u>Address:</u>	<u>Developer/Owner:</u>
Blue Lake Industrial	Grand Haven Road	Westwind Construction
Fran Lake Development	Harvey Street	David C. Bos Homes
Renishaw	Grand Haven Road	Westwind Construction
Eastowne Development	Seminole Road	Redstone Development
Maranatha Sanitary Sewer	Maranatha Conf. Grounds	Maranatha Conf. Grounds
Mercy/Trinity Health	Old Kmart Site	

PLANNING

The staff processed through the Planning Commission and City Council a review of the City’s Comprehensive Land Use Plan. The State of Michigan requires municipalities to review said plans every five years to evaluate any proposed or previously adopted changes and both the Commission and Council granted approval of this review. The staff also presented to the Commission a Site Plan request from Thirty-One & M-45, LLC, for the construction of a 23,325 square foot light industrial facility on Enterprise Drive. The Commission approved this as well.

The staff presented to the City Council a Special Use Permit Amendment request from Brixmor – Lakes Crossings, LLC, for the construction of a 5,000 square foot Chick Fil-A Restaurant on S. Harvey Street. The request was ultimately approved by the Council.

The staff granted administrative site plan approval to Steven Franklin for fireworks sales on his Getty Street property.

Zoning Ordinance violations for the month dealt primarily with the number of dogs being maintained on a residential property and the parking of vehicles in the front yards of residential structures.

Construction activity for the month saw the staff approving 31 site plans for fences, sheds, signs, building additions, and commercial projects.