AGENDA 7a-3
DATE 7-16-19

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

June – 2019

PUBLIC WORKS

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

WATER & SEWER

Water and Sewer personnel installed three water services (29 year-to-date) and inspected 12 sewer connections (54 year-to-date) during the month of June. Comparatively, a total of 0 water services (30 year-to-date) had been installed and one sewer connections (41 year-to-date) had been inspected during FY-2018.

Water and Sewer personnel repaired 26 curb stops (129 year-to-date), repaired one hydrant (94 year-to-date), and replaced the water service at 1989 Fuhrman Rd., because of a leaking service on the City's portion (no lead was found during this replacement), during FY-2019. Crews also performed two ground restorations throughout the city from various maintenance operations. Construction season has begun and personnel were involved with witnessing and inspecting new water and sanitary sewer mains. Renishaw's extension of water main was completed and put into service.

Water and Sewer personnel cleaned 28,646 feet (139,199 feet year-to-date) of mainline sewer. A new stainless-steel cabinet was installed at our 396 Lakeshore Blvd. lift station. Personnel installed two new pumps, pedestals, check valves, and rebuilt the by-pass chamber at 1411 Sunbury Ave. The lift station at 3571 Peninsula Dr. was finalized with the installation and movement of the electrical cabinet. The old cabinet concrete base was deteriorated and sinking. A new concrete pad with new plastic (PVC) conduit was installed. Crews installed two new pump pedestals at 3746 Norton Hills Rd. lift station. This station was obtaining higher hours than usual and with some investigation we found that pedestals were wore through at point of contact, therefore, causing the pumps to operate inefficiently. Plummer's Environmental performed and completed the wet well lining at our 701 Lake Forest Ln. and 1204 E. Broadway Ave. lift stations.

STREETS & DRAINAGE

City crews responded to 244 staking requests.

Seventeen sign work orders were completed for the repair/replacement of 13 regulatory signs, one street sign, and three delineators.

<u>Major and Local Streets</u>

Streets Division employees removed and replaced 12.5 yards of sidewalk that was cracked, broken, and/or heaved from tree roots. Crews patched potholes at various locations throughout the city. Several Water and Sewer Division service patches were repaired as well. Sign work for the month of June included multiple replacements due to deterioration and/or damage. Solar powered school crosswalk beacons were installed on Leon Ave. Traffic counts were done for the volume count at railroad crossings. Gravel roads were graded as needed. Several roads were restored with new gravel to complete the re-graveling project that began several years ago.

Roadside mowing was done city wide and the off-road drainage ditches were mowed and several washouts were repaired. A storm water sink hole was discovered next to a structure with a collapsed pipe just off Mt. Garfield Rd. parallel to the railroad tracks and was repaired by Jackson Merkey Contractors, Inc. The Wood Road leaf site was pushed up and graded as needed. Street

sweeping continued throughout June with the concentration on curbs and gutters along with storm drain inlets.

Several dead and diseased trees were removed from road right of ways. Several visibility complaints were addressed. CDL training was completed for the new Building and Grounds Division employee. Miscellaneous garbage and debris were removed from the road sides. Equipment/building cleanup was completed as time permitted.

Equipment

Equipment maintenance personnel completed 84 services/repairs in June. The fuel system dispensed 6,546.1 gallons of fuel in June. Public Works Department vehicles consumed 2,639.1 gallons during the month.

Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 41 cars and 31 trucks monitored in June.

Leaf Sites

The total number of vehicles that were monitored using the Wood Road leaf site in June was 1,911.

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 ballets to Laketon Township Hall
- Trained new employee
- Obtained estimates for FY-2020 Capital Improvements
- The replacement of windows in the Assessing Department was completed

Library

- Obtained estimates for FY-2020 Capital Improvements

Cemetery

- Graves Sold: 9
- Full body burial: 1
- Cremain burial: 4
- Mowed and trimmed by fence and monuments
- Worked on ground repair

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 consultant held a preconstruction meeting with Brenner Excavating on June 3rd. Notifications were sent out to affected property owners and the public during the month. Work is scheduled to start July 8th.
Funding:	STIP Grants with local matches along with Water and WMRWA Funds
Project Start:	July 8, 2019
Estimated Finish:	Late October 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 awarded to Anlaan by City Council on June 4th, with contract documents completed soon afterwards. A preconstruction meeting was held on the June 20th and work is scheduled to start in August. Staff worked on completing and submitting the necessary railroad agreements and permits.
Funding:	TIFA and Capital Improvement Funds
Estimated Start:August 2019	
Estimated Finish:	Late October 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 Council awarded the respective work to the parties mentioned above. A preconstruction meeting was held on June 24th. Public notices were sent out to affected residences and photos were taken of driveways also occurred in June.
Funding:	MRF and Capital Improvement Funds
Estimated Start:July 8, 2019	
Estimated Finish:	Late September 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:	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 ready for pavement on June 1st. Final pavement, pavement markings and signage work was completed and the road opened to traffic prior to June 11th.
Funding:	Street Funds
Project Start:	May 28, 2019
Project Finished:	June 11, 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:	Staff is working with Severence Electric of Kalamazoo on schedule, MDOT paperwork and setting up a preconstruction meeting on July 11th.
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 St. 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 Staff worked with Jackson-Merkey regarding work schedule, flow data and notifications to public. There is no exact schedule set yet for the Cured in Place (CIPP) work, but the Ellis Road sewer replacement is currently scheduled for mid to late July.
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: City Staff worked with Fleis and VandenBrink on obtaining as-built information and follow-up with questions. Surveying work on the portion of the project to be done in 2019 has been completed.
Funding: Water Funds
Estimated Start:Late 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 held a kick-off design meeting on June 4th. City staff worked with the engineer on obtaining as-built information and older bridge plans.
Funding: MDOT Local Bridge Funds with local match
Estimated Start:Spring 2021
Estimated Finish: Summer 2021

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 Staff worked with the two engineering firms performing the required inspections on the City's five bridges. Brechting Bridge completed all their inspections by the first week of June. The necessary calculations and required data for both the underwater and above-water inspections were completed in time in order to meet MDOT's submission deadline.
Funding: Street Funds
Start Date: April 1, 2019
Finish Date: June 5, 2019

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: City Staff has started the bridge asset management plans and worked on completing the street PASER ratings for the roadway asset management plans. Staff is currently in communication with the State's TAMC manager to review both documents prior to finalization and submission for review.
Funding: Street Funds
Project Start: June 1, 2019
Estimated Finish: October 31, 2019

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:	Requests for additional field data collection for speed studies on multiple streets was submitted to the Streets Division. New studies will be performed based on this collected data this fall.

Major Private or Other Projects:

Project:	Address:	Developer/Owner:
Blue Water Group	Grand Haven Road	Blue Water Group
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	
Churchill Athletic Field Drive	Porter Road	

PLANNING

Staff processed a land division request on E. Pontaluna Rd. that was unanimously approved by the Planning Commission and the City Council. Staff also reviewed and presented a variance request for a deck on Katie Ct., which was unanimously approved by the Zoning Board of Appeals.

Zoning Ordinance violations for June 2019 dealt primarily with vehicle parking in front yards and accessory structures not receiving zoning permit approvals. Other enforcements included fences and animals.

Construction activity for June 2019 saw Staff approving 28 site plans for fences, sheds, signs.