

AGENDA 7a(3)
DATE 5-21-19

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

April – 2019

PUBLIC WORKS

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

WATER & SEWER

Water and Sewer crews installed six water services (21 year-to-date) and inspected three sewer connections (38 year-to-date) during the month of April. Comparatively, a total of two water services (29 year-to-date) had been installed and two sewer connections (36 year-to-date) had been inspected during FY-2018.

Water and Sewer personnel repaired 10 curb stops (84 year-to-date), repaired 16 meter pit structures (16 year-to-date), completed three Cross Connection inspections (438 year-to-date which makes this program complete), repaired nine mainline valves (26 year-to-date), and repaired three hydrants (83 year-to-date), during FY-2019. The annual mainline valve turning program has been completed with a total of 12 valves turned during the month (1,455 year-to-date). There is one valve that is broken open and is scheduled to be replaced during the Phase II project of E. Broadway water main replacement. Another valve is broken and is being scheduled to be replaced at a later date, accounting for a total of 1,457 valves throughout our distribution system.

Personnel collected and submitted the DEQ mandated AM1 (Assessment Monitoring 1-Chemicals), AM2 (Assessment Monitoring 2-HAAs & Indicators) samples for the Fourth Unregulated Contaminant Monitoring Rule (UCMR4). The City's portion of the domestic service was replaced at 2828 Sheffield St. because of a failure in the pipe. Crews also performed five (5) ground restorations throughout the city from various winter maintenance operations.

Water and Sewer personnel cleaned six of the 44 sewer lift stations. Personnel assisted Kennedy Industries with the installation of two (2) new Flygt pumps into 3571 Peninsula lift station as well as the rebuild of the failing lift station bypass chamber. Crews operated the bypass valves in preparation for the two (2) lift stations, 1204 E. Broadway Ave. and 701 Lake Forest Ln. that are being lined. Personnel repaired minor leaks on the two (2) check valves at 6239 Grand Haven Rd. station.

STREETS & DRAINAGE

City crews responded to 291 staking requests.

Ten (10) sign work orders were completed for the repair/replacement of six regulatory signs, one new regulatory sign, and the repair/replacement of three street name signs.

Major and Local Streets

Streets Division employees plowed and de-iced the roads one time in the month of April. Streets crews chipped up several trees and limbs that had fallen due to the weight of the winter storm. Pot hole patching was completed as needed. Numerous signs were replaced due to deterioration and damage. Gravel roads were graded as needed with some repairs being made to those in need.

Street sweeping was completed along the curb and gutters to remove debris before entering the storm drain system. Roughly 89 miles of roads were swept and 77 yards of debris was removed. Storm drain cleaning was done with the sewer vactor and a total of 35 sumps were cleaned with 15 yards of debris removed. A 48 inch storm drain structure was installed to help alleviate the flooding issues on Norton Hills Drive. Several swale ditches were installed throughout the city to help with flooding problems as well.

The leaf sites were pushed up and maintained as needed. Lawn restorations were completed due to snow plow damage from the winter season. Snow drifting fence was removed from the airport property along Grand Haven Road. Trash and debris was picked up along the roadside. Garage maintenance and cleanup was done as needed in the month of April.

Equipment

Equipment maintenance personnel completed 98 services/repairs in April. The fuel system dispensed 6,513.9 gallons of fuel in April. Public Works Department vehicles consumed 3,038 gallons during the month.

Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 24 cars and 30 trucks monitored in April.

Leaf Sites

The total number of vehicles that were monitored using the Wood Road leaf site in April was 2,418.

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

- Set-up shelves for voting

Cemetery

- Graves Sold: Two
- Cleaned up leaves and yard debris
- Started leveling ground in the west end of cemetery

ENGINEERING

Broadway Avenue Reconstruction & Bike Path (Phase 2):

Limits: Getty Street to Bailey
Description: Reconstruction of existing roadway and water main along the proposed route.
Consultant: Prein & Newhof, Grand Rapids, MI
Contractor: To be determined
Month's Work: City Staff and Consultant worked with MDOT in responding to question and clarification for the project that was placed on MDOT's May 3rd Bid Letting.
Funding: STIP Grants with local matches along with Water and WMRWA Funds
Project Start: Summer, 2019
Project 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.
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: Communications with and work on obtaining the required railroad permits continued and the application has been submitted for review. Research and contact made for requested easements for the construction of the sidewalk. Final plans and specs were compiled and with Council consent, the project will be let in May.
Funding: TIFA 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
Contractor: To Be Determined
Month's Work: City Staff worked towards completing design, specifications and bid documents for a May letting.
Funding: MRF and Capital Improvement Funds
Start Date: Early Summer 2019
Finish Date: 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 and placement of liner in sanitary sewer under existing culvert.
Consultant: City Staff
Contractor: Jackson-Merkey Contractors, Muskegon
Month's Work: Project was let in April with Jackson-Merkey being the low bidder. Council has provided its consent and staff is working with the contractor for a late May start.
Funding: Street and Sewer Funds
Estimated Start: May 28, 2019
Estimated Finish: July 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 met with MDOT for plan review and a Grade Inspection meeting in March 2019. Staff is following up on MDOT review questions and comments.
Funding: MDOT Local Bridge Funds with local match
Project Start: Spring 2020
Estimated Finish: Summer 2020

Mona Shores Mid-Block Cross Walk (FY19):

Limits: Seminole Road and Padelst Street Intersection
Description: Placement of a mid-block crosswalk to service foot traffic to the high school.
Consultant: City Staff
Contractor: To be Determined.
Month's Work: Project is on MDOT May 3rd bid letting. Staff answered questions and provided project clarification to bidders as needed.
Funding: Capital Improvement Funds
Start Date: Summer 2019
Finish Date: 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: To be determined
Month's Work: Staff has completed the project plans and bid package for the project and released it for bids. Jackson-Merkey was the sole bidder and approval from Council to award work will be sought in May.
Funding: Sewer Funds
Project Start: Spring 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: To be determined
Contractor: To be determined
Month's Work: With Council's permission City Staff sought Requests for Qualifications & Proposals for Engineering Services for this project. The lowest submitted qualification proposal was from Flies and VandenBrink. Staff will seek Council approval to award in May.
Funding: Water Funds
Project 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: To be determined
Contractor: To be determined
Month's Work: After obtaining Council's permission to seek Requests for Qualifications & Proposals for Engineering Services for this project, Fleis & VanderBrink was found to provide the lowest qualified proposal for engineering service. Staff will seek Council's approval to award in May.
Funding: MDOT Local Bridge Funds with local match
Project Start: Spring 2021
Estimated Finish: Summer 2021

Black Lake Kayak Road:

Limits: Wilson Road near Campground to Launch Ramp
Description: Gravel resurfacing of existing roadway.
Consultant: City Staff
Contractor: City Staff
Month's Work: Aamazon Environment was hired to flag wetland areas to avoid during for road improvements. City Staff marked flagged area with wood stakes. Preparations were made to place gravel.
Funding: Capital Improvement Fund
Project Start: May 6, 2019
Estimated Finish: May 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: City Staff
Contractor: To be Determined.
Month's Work: City worked with the two engineering firms performing the required inspections on the City's five bridges. Brechting Bridge will complete their inspection by May. Great Lakes Engineering Group performed their

underwater inspection of the Henry Street Bridge in April. Both inspections are scheduled to be completed in time in order to meet MDOT's submission deadline.

Funding: Street Funds
Start Date: Late Winter 2019
Finish Date: Summer 2019

Major Private or Other Projects:

<u>Project:</u>	<u>Address:</u>	<u>Developer/Owner:</u>
Smart Vision	Robert Hunter Drive	Smart Vision
Fran Lake Development	Harvey Street	
Renishaw	Grand Haven Road	
Eastowne Development	Seminole Road	
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 Special Use Permit request from Muskegon Associates for their Henry Street property, the site of the former K-Mart store. They are proposing to demolish this building and divide the site into three (3) parcels containing commercial and apartment uses, as well as a two-story, 40,900 square foot office facility for Trinity Health. The City Council ultimately approved the request. The staff also presented to the Commission and Council a Land Division request from Westshore Consulting for property on Henry Street. The City Council ultimately approved this as well.

The staff presented to the Zoning Board of Appeals an accessory building variance request from John Gappa on Pine Ridge Drive. The Board also reviewed a fence variance request from Thomas Rogers on Manitou Boulevard. Both requests were ultimately approved by the Board.

The staff granted administrative site plan approval to Air Master Systems for the construction of a 1,280 square foot addition to their Norton Center Drive facility.

Zoning Ordinance violations for the month dealt primarily with chickens in residential areas and the parking of vehicles in the front yards of residential structures.

Construction activity for the month saw the staff approving 23 site plans for fences, sheds, signs, building additions, and commercial projects and including one single family residence.