

AGENDA 7a-3
DATE 10-15-19

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

September – 2019

PUBLIC WORKS

The Public Works Department responded to six after-hours emergency calls and one business hours emergency call during the month of September; including four lift station alarm calls and three Miss Dig calls.

WATER & SEWER

Water and Sewer crews installed five small and one large water services (12 year-to-date) and inspected four sewer connections (30 year-to-date) during the month of September. Comparatively, a total of four water services (8 year-to-date) have been installed and nine sewer connections (21 year-to-date) have been inspected during FY-2019.

Water and Sewer personnel repaired eight hydrants (11 year-to-date), repaired 11 curb stops (19 year-to-date), Repaired one mainline valve (1 year-to-date) and performed six ground restorations (11 year-to-date) and during FY-2020. Crews inspected a total of 214 cross connection inspections (214 year-to-date).

Water and Sewer personnel cleaned 29 of the 44 lift stations for the annual fall cleaning.

Water and Sewer personnel have processed 4,396 billings (monthly, final, past-due) for the month of September. Crews completed 207 work orders (ranging from final reads to high water usage).

STREETS & DRAINAGE

City crews responded to 275 staking requests.

Thirteen sign work orders were completed for the repair/replacement of four regulatory signs, and installed nine new regulatory signs.

Major and Local Streets

Streets Division employees continued with the pavement preservation program by crack sealing Seminole Road, Roosevelt Road, and Robert Hunter Drive. Dura patching of trouble spots, reoccurring pot holes, and seam breaks was completed through the city. Gravel roads were graded as needed and received dust control measures the first week of September. The restoration from the HIP/HMA construction was started by moving mailboxes to the City standards; along with the installation of top soil, gravel and driveway slag was used where it was needed.

Several sinkholes were repaired throughout the city. Thirty-five miles of roads were swept in the month of September, with several yards of debris removed before it reached the storm drain system. Twenty-eight storm water catch basins were cleaned and inspected.

Roadside mowing was completed for the season. Tree trimming was ongoing on major and local roads. Stump cleanup was completed and top soil and seed was applied. Cones were put in place for the Mona Shores football games to control parking. Leaf sites were opened for the fall season and were pushed up as needed. Great Lakes Nursery Soils ground the brush pile and are working on removing yard waste from the site. Roadside clean-up was completed throughout the city. Equipment/garage cleanup was done when time allowed.

Equipment

Equipment maintenance personnel completed 89 services/repairs in September. The fuel system dispensed 6,156.4 gallons of fuel in September. Public Works Department vehicles consumed 2,619 gallons during the month.

Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 35 cars and 35 trucks monitored in September.

Leaf Sites

The total number of vehicles that were monitored using the Wood Road leaf site in September was 1,403.

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

- Worked with contractors on new Parks and Recreation building
- Scheduled projects with contractors for the year's capital improvement projects

Library

- Ordered new parking lot light fixture to replace one broken by a tree limb
- Scheduled tree trimming around light poles
- Mobile bookshelves were ordered

Cemetery

- Sold grave: 1
- Full body burial: 2
- Sold cremain grave: 0
- Cremain burial: 2
- Foundations installed: 0
- Redeed: 1
- Fifty-five new trees were planted along south fence
- Repaired irrigation line that was hit during a burial
- Started leaf cleanup

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, Michigan
Contractor: Brenner Excavating, Hopkins, Michigan
Month's Work: Work continued along Broadway with the completion of the storm sewer, connection of the new 16-inch water main to the side streets and

transferring of water services from the old main to the new. Work began on the placement of the aggregate base, grading of the roadway, placement of concrete curbing and sidewalks, installation of driveways and placement of the leveling course of pavement.

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.
Norton Center Drive
North Gateway Drive

Description: Construction of new sidewalk along the proposed routes.

Consultant: ENG, Inc. of Grand Haven, Michigan

Contractor: Anlaan Corporation, Grand Haven, Michigan

Month's Work: The railroad is still reviewing the forms and final permit application for grade crossings at Mount Garfield and Pontaluna Roads. Work was completed along Grand Haven Road and started along Norton Center Road, Gateway and North Gateway.

Funding: TIFA & Capital Improvement Funds
Project Start: August 12, 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

Contractor: Gallagher Asphalt, Thornton, Illinois - Hot-in-Place Recycling
Michigan Pavement & Materials, Grand Rapids - Michigan, HMA Milling, Repaving and Overlay
ENG, Grand Haven, Michigan – Inspection and material testing

Month's Work: The paving contractor completed the work by placing the top paving course on all remaining roads. They also removed and replaced the HMA pavement at City Hall and placing rumble strips on the southern portion of Lake Harbor Road. Some minor pavement marking work remains.

Funding: MRF and Capital Improvement Funds
Project Start: July 8, 2019
Estimated Finish: Late September 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: Plans and Specification were submitted to MDOT for letting once funds are made available for this project.
Funding: MDOT Local Bridge Funds with local match
Estimated Start: Spring 2020
Estimated Finish: Summer 2020

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: Upon further investigation, it was determined to not relocate the force main along McCracken. Lining of the one manhole on McCracken still needs to be completed.
Funding: Sewer Funds
Estimated Start: July 15, 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 continues to work with Fleis and VandenBrink on the project design and preliminary plans for the work on the portion of the project to be done in 2019 were reviewed.
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: City staff continues 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

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 obtained the PASER ratings for the roadway asset management plans that was completed in July.
Funding: Street Funds
Project Start: June 1, 2019
Estimated Finish: December 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 were submitted to the Streets Division who is currently collecting the requested data. New studies will be performed based on this collected data in the fall.

Major Private or Other Projects:

<u>Project:</u>	<u>Address:</u>	<u>Developer/Owner:</u>
Blue Water Group	Grand Haven Road	Blue Water Group
Atwater Springs Development	Harvey Street	David C. Bos Homes
Eastowne Development	Seminole Road	Redstone Development
Blue Photon	Porter Road	Blue Photon
EarthTronics	Ellis Road	EarthTronics

PLANNING

There was no September Planning Commission meeting, as there were no items on the agenda. There is a scheduled Planning Commission meeting on October 8, 2019.

There were two Zoning Board of Appeals meetings in September. One was the August rescheduled meeting, the other was September's regular meeting. Two variance applications were requested at each meeting. Both meetings had one setback variance request, and one accessory structure request. All of the variance requests were unanimously granted.

Zoning Ordinance violations for September 2019 dealt primarily with fences.

Construction activity for September 2019 saw staff approving 20 site plans for signs, commercial additions and a new building, as well as residential construction (fences, sheds, additions, etc.). This is down slightly from August, as the construction season is beginning to wrap up.