

AGENDA 7a-3
DATE 1-21-2020

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

December – 2019

PUBLIC WORKS

The Public Works Department responded to eleven after-hours emergency calls and seven business hours emergency call during the month of December; including five lift station alarm calls, one miss dig call, four Water & Sewer calls, six Streets calls and two Buildings & Grounds calls.

WATER & SEWER

Water and Sewer crews installed five small water services (29 year-to-date) and inspected 11 sanitary sewer connections (54 year-to-date) during the month of December. Comparatively, a total of 0 water services (11 year-to-date) had been installed and three sewer connections (28 year-to-date) had been inspected during during the same period of FY-2019.

Water and Sewer personnel winterized three hydrants (1,311 year-to-date), inspected 30 commercial cross connections (480 year-to-date), and repaired 18 curb stops (59 year-to-date) during FY-2020. Crews responded to two water main breaks (6 year-to-date) at 2853 Brunswick Street and 664 Wendover Boulevard. Crews installed 118 radio devices for the domestic services having a meter pit. These will help with obtaining reads for these accounts during the winter months. This program is still in progress. Crews have operated 255 mainline valves (255 year-to-date) for our annual valve turning program.

Water and sewer personnel made repairs to our 2117 Maryland lift station discharge piping. This station had a significant amount of blow-by (sewage spraying within the wet well) creating higher pump hours.

Water and Sewer personnel processed 4,336 billings (monthly, final, past-due) for the month of December. Crews completed 332 work orders (ranging from final reads to high water usage).

STREETS & DRAINAGE

City crews responded to 123 staking requests.

Twenty-three (23) sign work orders were completed for the repair/replacement of two regulatory signs and the replacement of 19 street name signs.

Major and Local Streets

Streets Division employees plowed and salted the major streets as needed in the month of December. Approximately one ton of sand was applied to Winnetaska Road and Idlewild Road for the icy hills and curves. The patching of potholes was completed as needed throughout the city. The last street sweeping of the roads was completed for the season, with 33 miles of road being swept and approximately 52 yards of debris picked up. Gravel roads were graded as needed when weather permitted.

The leaf sites were cleaned up and closed for the season, with almost 950 tons of yard waste removed between both sites. Drainage work continued with the cleaning of numerous catch basins. Storm drain manhole covers were inspected for future road projects. A pole was installed at the City Hall fuel island to mount a fire extinguisher and spill kit. Large amounts of roadside trash and debris was removed throughout the city. Vehicle/garage maintenance and clean-up was done as needed when time permitted.

Equipment

Equipment maintenance personnel completed 93 services/repairs in December. The fuel system dispensed 6,144 gallons of fuel in December. Public Works Department vehicles consumed 2,642 gallons during the month.

Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 28 cars and 18 trucks monitored in December.

Leaf Sites

The total number of vehicles that were monitored using the Wood Road leaf site in December was 590. Both leaf sites closed for the season on December 8.

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

- Put up Christmas decorations
- Moved shovels and gas cabinet into new garage
- Shoveled and salted as needed

Library

- Had Community Room carpet cleaned
- Replaced broken parking lot light
- Shoveled and salted as needed

Cemetery

- Sold grave: 1
- Full body burial: 0
- Sold cremain grave: 0
- Cremain burial: 1
- Foundations installed: 0
- Redeed: 0

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: With work completed, a punch list was generated and given to the contractor who is addressing the affected work items. Some of the punch items, especially a pavement smoothness issue will be completed in the Spring of 2020.
 Funding: STIP Grants with local matches along with Water and WMRWA Funds
 Project Start: July 8, 2019
 Estimated Finish: October 15, 2019

2020 HMA-HIP Street Project:

Limits: Various locations throughout the city.
Description: Surface Replacement and/or Rehabilitation of existing street surfaces at various location throughout the city.
Consultant: City Staff
Contractor: To be determined
Month's Work: City staff started to collect data on the condition of manhole and gate valve castings in the streets that were presented to Council at their November work session. Core samples were collected to determine pavement and aggregate base depths.
Funding: Municipal Road Funds
Estimated Start: Summer 2020
Estimated Finish: Fall 2020

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: City staff and ENG continued working with both the Mid-Michigan and CSX Railroads regarding their review of our submitted permit application for grade crossings at Mount Garfield and Pontaluna Roads. Additional restoration work done with final restoration (and hopefully RxR work) to be completed in the Spring of 2020.
Funding: TIFA & Street Funds
Project Start: August 12, 2019
Project Finish: November 22, 2019 (except railroad crossings to be done in Spring of 2020)

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: MDOT scheduled the letting for this project on January 10, 2020.
Funding: MDOT Local Bridge Funds with local match
Estimated Start: Spring 2020
Estimated Finish: Summer 2020

Lake Harbor Park Channel Wall Repairs:

Limits: Lake Harbor Park seawall along Mona Lake Channel near Lake Michigan
Description: Emergency Repair/maintenance of section of failing seawall.
Consultant: City Staff
Contractor: T.R. Ghezzi Marine Construction, Muskegon, MI
Month's Work: Permit application is "in process" with the State and Corps of Engineers. Work on the seawall started.

Funding: Capital Improvement
Project Start: November 21, 2019
Estimated Finish: Spring 2020

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 continued to work with Fleis and VandenBrink on the project design and plans for Part 2 of this work. The water permit was granted for Part 1 of this project by EGLE.
Funding: Water Funds
Estimated Start: Spring 2020
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 continued 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: Worked with TAMC on new format for AM Plans to be submitted in 2020.
Funding: Street Funds
Project Start: June 1, 2019
Estimated Finish: March 2020

Maranatha Sewer Relocation:

Limits: Lake Michigan Shoreline fronting Maranatha Campgrounds
Description: Preventative action to maintain existing sanitary sewer threatened by shoreline erosion.
Consultant: City Staff
Contractor: To be determined
Month's Work: City Staff continued to monitor the shoreline erosion in relation to the existing sewer line. The sewer permit has been obtained from EGLE and the SESC permit from the county. The request to the State for a modification to the current critical dune permit to accommodate the work is still "in process".
Funding: Sewer Funds
Estimated Start: Winter of 2019-2020
Estimated Finish: Winter/Spring 2020

MS4 Annual Permit:

Limits: City of Norton Shores
Description: Submission of the permit application to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) of the City's National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Application Form (Reissuance)
Consultant: City Staff and Muskegon Conservation District (MCD)
Month's Work: MS4 permit application is under State review. Related meeting held with County, MCD and EGLE Staff on December 17th.
Submission Date: November 26, 2019

Seminole Road Reconstruction, Phase 1 and Phase 2:

Limits: Henry Street to Seaway Drive
Description: Road Reconstruction, water main replacement, streetscape.
Consultant: ENG, Inc.
Contractor: To be determined
Month's Work: ENG continued to collect site data for design and a kick-off meeting was held on December 16, 2019.
Funding: STIP Funds with local match and Regional Water Funds.
Estimated Start, Phase 1: Spring 2021
Estimated Finish, Phase 1: Summer 2021
Estimated Start, Phase 2: Spring 2022
Estimated Finish, Phase 2: Summer 2022

Sheffield Pump Station & Henry Street Sewer Study:

Limits: Sheffield Pump Station
Description: Replacement of existing pump station at Sheffield and feasibility study and possible removal of Henry Street Pump Station and related sewer main work.
Consultant: To be determined
Contractor: To be determined
Month's Work: Phase 1 of the work was awarded to Prien & Newhof and a pre-study meeting with staff was held on the 30th of December. A second RFP will be sought from the same four firms in February of 2020 based on the finding of the study.
Funding: Sewer Funds.
Estimated Start: Summer 2020
Estimated Finish: Fall 2020

2020 Civil Projects:

Limits: Various locations throughout the City.
Description: The work is a collection of various tasks that are being bundled into one project. The work includes storm sewer repairs on existing storm sewers located on Nina Lane, Wellesley Drive, Pontaluna Road and Grand Haven Road; repair of the storm sewer outfall on Grand Haven Road at Seaway Drive (US-31BR); cured in place pipe lining (CIPP) on existing storm sewers located on Reneer Avenue, Summit Avenue, Estes Street, Seminole Road, Broadway Avenue, and Manitou Blvd; sidewalk construction along Henry Street from the existing sidewalk on Porter Road to Cedarwoods Trail and along Grand Haven Road from the existing sidewalk at Airport Road to Hidden Cove; CIPP of existing 1,400-feet of 24-inch concrete sanitary sewer interceptor at Hoyt Street and Seaway Drive and sanitary sewer service wye rehabilitation at 30 locations throughout the city.
Consultant: To be determined
Contractor: To be determined

Month's Work: City staff requested and obtained Council approval to seek engineering services RFQ & RFP for this project.
 Funding: Multiple Funds
 Estimated Start: Summer 2020
 Estimated Finish: Fall 2020

Major Private or Other Projects:

<u>Project:</u>	<u>Address:</u>	<u>Developer/Owner:</u>
Beach Street Shoreline Erosion	Beach Street	WMRWA/City of Muskegon
Bluewater Development	Grand Haven Road	Blue Water Group
Atwater Springs Dev.	Harvey Street	David C. Bos/Livingstone Dev.
EarthTronics	Ellis Road	EarthTronics
Eastowne Development	Seminole Road	Redstone Development
Mona Shores Public Schools	Various Locations	Mona Shores Public Schools

PLANNING

During the month of December 2019, the Planning Commission and the Zoning Board of Appeals did not meet as there were no items to discuss. The Planning Commission will have their next meeting on January 14, 2020.

Zoning Ordinance violations for December 2019 dealt primarily with parking and recreational vehicle complaints.

Construction activity for December 2019 saw staff approving six site plans for signs, commercial additions and new buildings, as well as residential construction (fences, sheds, additions, etc.). This is a sharp decline from November 2019 when 26 were approved, but consistent with it being the non-construction season.