

AGENDA 7a-3  
DATE 3.17.2020

**DEPARTMENT OF PUBLIC WORKS**

**CITY OF NORTON SHORES**

**MONTHLY REPORT**

**February – 2020**

## **PUBLIC WORKS**

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

## **WATER & SEWER**

Water and Sewer personnel installed no water services (29 year-to-date) and inspected one sanitary sewer connection (59 year-to-date) during the month of February. Comparatively, no water services (13 year-to-date) had been installed and four sewer connections (33 year-to-date) had been inspected during FY-2019.

Water and Sewer personnel winterized 16 hydrants (1,331 year-to-date), inspected nine commercial cross connections (511 year-to-date), repaired 12 curb stops (72 year-to-date), repaired six mainline valves (7 year-to-date), and repaired one hydrant (86 year-to-date) during FY-2020. Crews responded to one water main break (10 year-to-date) on McCracken Street (10-inch) at Southwood Avenue. Crews have operated 580 mainline valves (1003 year-to-date) for our annual valve turning program. Personnel collected the quarterly EGLE mandated Stage II Disinfectant Bi-Product samples (DBPR) and submitted the results for review.

Water and Sewer personnel have processed 3,038 billings (monthly, final, past-due) for the month of February. Crews completed 211 work orders (ranging from final reads to high water usage).

## **STREETS & DRAINAGE**

City crews responded to 102 staking requests.

Nine (9) sign work orders were completed for the repair/replacement of seven regulatory signs, the replacement of two street name signs.

### Major and Local Streets

Streets division employees plowed and salted the major street system as needed in the month of February. The local road system was plowed and spot salted twice and the sidewalks were cleared of snow. Pot hole patching was completed as needed throughout the city. Several tons of cold patch material was used to repair the road due to water main breaks. Gravel roads were graded twice.

Streets Division employees repaired a catch basin on Broadway Avenue that caused a sink hole and several drains were cleaned of ice and debris to allow for melting snow. Numerous signs and delineators were installed due to deterioration or damage. More bin blocks were purchased and installed for the containment of aggregate material. Road side trash pickup was done as needed throughout the city. All trip hazards at the DPW garage were painted safety yellow. The blade changing room was cleaned and restocked as needed.

### Equipment

Equipment maintenance personnel completed 59 services/repairs in February. The fuel system dispensed 6,850.5 gallons of fuel in February. Public Works Department vehicles consumed 3,437.2 gallons during the month.

## Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 21 cars and three (3) trucks monitored in February.

## **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

- Plowed as needed
- Cleaning and organizing upstairs print room
- Ordered parts for weight room equipment

### Library

- Plowed as needed
- Cleaned windows inside library

### Cemetery

- One grave sold
- One full body burial
- Two cremain graves sold
- Cleaned up broken branches

## **ENGINEERING**

### 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 and ENG continued working with both the Mid-Michigan and CSX Railroads regarding their review of the 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)

**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 to finalize bid package for Part I of this project with intent to let in March. Work continued on the design and plans for Part II of this work.  
Funding: Water Fund  
Estimated Start: Spring 2020  
Estimated Finish: Fall 2020

**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 continued to collect data on the condition of pavement and core depths.  
Funding: Municipal Road 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-foot 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 received and reviewed 12 RFQ submissions for engineering services. Four firms were selected to submit proposals in early March.  
Funding: Multiple Funds  
Estimated Start: Summer 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 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: Working 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

**Broadway Avenue Reconstruction (Phase 2):**

Limits: Getty Street to Bailey  
Description: Reconstruction of existing roadway and water main along the proposed route.  
Consultant: Prein & Newhof, Norton Shores, Michigan  
Contractor: Brenner Excavating, Hopkins, Michigan  
Month's Work: Staff and Consultant worked with the contractor regarding MDOT forms and paperwork for this project.  
Funding: STIP Grants with local matches along with Water and WMRWA Funds  
Project Start: July 8, 2019  
Project Finish: October 15, 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: MDOT awarded work to Milbocker & Sons. A preconstruction meeting was held in February and work is scheduled to start in March.  
Funding: MDOT Local Bridge Funds with local match  
Estimated Start: March 2020  
Estimated Finish: June 2020

**Lake Harbor Park Channel Wall Repairs:**

Limits: Lake Harbor Park seawall along Mona Lake Channel near Lake Michigan  
Description: Repair/maintenance of section of failing seawall.  
Consultant: City Staff  
Contractor: T. R. Ghezzi, LLC  
Month's Work: Permit application was approved by EGLE. Work on the seawall is complete. Final restoration work to be completed in the spring.  
Funding: Capital Improvement  
Project Start: November 21, 2019  
Estimated Finish: January 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: Jackson-Merkey Contractors, Inc.  
Month's Work: The requested EGLE permit for the modification to the current critical dune permit to accommodate the work was received. The work on relocating the sewer line has been completed. Restoration work will be completed in the spring.  
Funding: Sewer Funds  
Project Start: January 22, 2020  
Project Finished: January 28, 2020

**Seminole Road Reconstruction, Phase 1 and Phase 2:**

Limits: Henry Street to Seaway Drive  
Description: Road Reconstruction, water main replacement, streetscape.  
Consultant: ENG, Inc of Grand Haven, MI  
Contractor: To be determined  
Month's Work: ENG continued to collect site data for design. Staff was involved in the submission of required permits and studies for this project.  
Funding: STIP Funds with local match and Regional Water Funds.  
Est. Start, Phase 1: Spring 2021  
Est. Finish, Phase 1: Summer 2021  
Est. Start, Phase 2: Spring 2022  
Est. 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 Stations and related sewer main work.  
Consultant: Phase 1: Prein & Newhof, Norton Shores, MI  
Contractor: To be determined  
Month's Work: Prien & Newhof completed the feasibility study and provided staff its findings in late February. The study is currently under review. A second RFP will be sought from the same four firms in March or April of 2020 based on the finding of the study.  
Funding: Sewer 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
Atwater Springs Dev.	Harvey Street	David C. Bos/Livingstone Dev.
Mona Shores Public Schools	Various Locations	Mona Shores Public Schools

## **PLANNING**

During the month of February 2020, the Planning Commission met and recommended approval for two zoning ordinance amendments, as well as a Special Use Permit application for Port City Construction to move their business into the City of Norton Shores. The Zoning Board of Appeals met in February and denied a variance request for an accessory structure.

Zoning Ordinance violations for February 2020 dealt primarily with parking, recreational vehicle, and fence complaints.

Construction activity for February 2020 saw staff approving nine site plans for signs, commercial additions and new buildings, as well as residential construction (fences, sheds, additions, etc.). The number of approved site plans is consistent with off-season construction.