

AGENDA 7a-3
DATE 2-18-2020

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

January – 2020

PUBLIC WORKS

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

WATER & SEWER

Water and Sewer personnel installed no water services (29 year-to-date) and inspected four sanitary sewer connections (58 year-to-date) during the month of January. Comparatively, a total of two water services (13 year-to-date) had been installed and one sewer connection (29 year-to-date) had been inspected during FY-2019.

Water and Sewer personnel winterized four hydrants (1,315 year-to-date), inspected 22 commercial cross connections (502 year-to-date), repaired one curb stop (60 year-to-date), and repaired one hydrant (85 year-to-date) during FY-2020. Crews responded to three water main breaks (9 year-to-date). Those locations are 5100 Lake Harbor Rd. (6-inch), the intersection of Henry St. and Hile Rd. (12-inch), and 368 Wellesley Dr. (6-inch). Crews have installed 80 radio devices for the domestic services with 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 168 mainline valves (423 year-to-date) for our annual valve turning program.

Water and sewer personnel completed repairs to our 396 Lakeshore lift station by-pass pump chamber. Personnel cleaned 2,233 feet of mainline sanitary sewer (65,410 feet year-to-date). This was the entire 396 Lakeshore lift station collection area in preparation to have this area televised for ground water infiltration. Crews completed the telemetry checks for all 44 lift stations throughout the City. Only minor repairs were noted, to which all have been completed.

Water and Sewer personnel have processed 3,543 billings (monthly, final, past-due) for the month of January. Crews completed 337 work orders (ranging from final reads to high water usage).

STREETS & DRAINAGE

City crews responded to 126 staking requests.

Forty-eight (48) sign work orders were completed for the repair/replacement of 30 regulatory signs, the replacement of 18 street name signs.

Major and Local Streets

Streets division employees plowed and de-iced the major roads as needed. The local roads were plowed twice along with the designated school route sidewalks. The gravel roads were sanded as needed and gravel was added to repair several soft spots that occurred in the roadway. Pot hole patching was completed as needed throughout the city. Various patches were completed for water main breaks.

Streets Division employees completed a sign changeout for the Grand Haven Road street name sign with a larger sign. Numerous signs were changed due to deterioration or damage. Date stickers were placed on signs from Broadway reconstruction phase I and II. Christmas decorations were removed from Henry Street Bridge. CDL training was completed for two new part-time employees. Street light inventory was done again and turned into Consumers Energy for needed repairs. Road side cleanup was

done along with the removal of several animals throughout the city. Equipment/garage clean-up was done as needed when time allowed.

Equipment

Equipment maintenance personnel completed 83 services/repairs in January. The fuel system dispensed 7,307.5 gallons of fuel in January. Public Works Department vehicles consumed 3,850 gallons during the month.

Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 20 cars and 11 trucks monitored in January.

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 storage room

Library

- Plowed as needed
- Contractor worked on replacing door hinges
- Met with contractors to get quotes on adding power/data lines

Cemetery

- One grave sold
- Two full body burials
- Two cremain burials
- Sent out bid packets for Cemetery Office building repairs

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 worked 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)

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 met with Fleis and VandenBrink to review the preliminary design and plans for Phase 2 of this work. SESC Permit was applied for Phase 1 of this project by EGLE. Final plans for Phase 1 were completed and specification started.
Funding: Water Funds
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 manhole and gate valve castings in the streets that were presented to Council at their November work session.
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-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 sent out invitations and advertisements seeking engineering services qualifications. Twelve submissions were received on January 31 and under review.

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, Grand Rapids, 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 held the letting for this project for January 10, 2020. Milbocker & Sons was the low apparent bidder.
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 is "in process" with the State and Corps of Engineers. Work on the seawall is complete.
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 Contractor, Inc.
Month's Work: The sewer permit was 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". The work 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.
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 Stations and related sewer main work.
Consultant: Phase 1: Prein & Newhof, Muskegon, MI
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

Major Private or Other Projects:

Project:

Beach Street Shoreline Erosion
Atwater Springs Dev.
Mona Shores Public Schools

Address:

Beach Street
Harvey Street
Various Locations

Developer/Owner:

WMRWA/City of Muskegon
David C. Bos/Livingstone Dev.
Mona Shores Public Schools

PLANNING

During the month of January, the Planning Commission met and recommended for approval a land division, as well as discussed two potential zoning ordinance amendments. The Planning Commission will have their next meeting on February 11. The Zoning Board of Appeals did not meet in January due to no variance requests. They will hold their next meeting on February 19.

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

Construction activity for January saw staff approving seven 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.

Also, during the month of January, staff attended a meeting with other county public officials and stakeholders about how to improve the trail and waterway systems in Muskegon County. Staff also participated in a webinar from the Michigan Economic Development Corporation (MEDC) regarding economic development.