

AGENDA 8a3  
DATE 5-15-2018

**DEPARTMENT OF PUBLIC WORKS**

**CITY OF NORTON SHORES**

**MONTHLY REPORT**

**April – 2018**

## **PUBLIC WORKS**

The Public Works Department responded to 11 after hour emergency calls and nine business hours emergency calls during the month of April; including 11 lift station alarm calls, two Miss Dig requests, five Streets calls, and two residential/commercial Water & Sewer calls.

## **WATER & SEWER**

Water and Sewer personnel installed two water services and inspected two sewer connections during the month of April, FY-2018. A total of 29 water services have been installed and 36 sewer connections have been inspected during FY-2018. Comparatively, a total of eight water service (45 year-to-date) were installed and five sewer connections (41 year-to-date) were inspected during FY-2017.

Water and Sewer personnel repaired six curb stops (65 year-to-date) in April. Crews also completed 13 hydrant repairs (91 year-to-date), repaired two roadway valve boxes and two meter pits. One distribution sample was obtained from the lift station at 1204 E. Broadway. One ground restoration was completed and the irrigation was turned on at the DPW Garage and Gateway Blvd.

The annual Cross Connection Inspection program continued in April with personnel re-inspecting six accounts for compliance with the program. The City has one account that is non-compliant with the program and the water has been discontinued until the device(s) are repaired, tested and inspected for compliance.

Water and Sewer personnel cleaned the sewer near 1405 E. Sherman Blvd. The City received a call about a sewer back-up and found that the manhole at Utah and Idaho had a blockage. The crews cleared the blockage with the City's Vactor. Crew's raised/repared 28 sanitary manhole castings, snow plowed all lift stations once, televised three locations that were identified as possible obstructions during our main-line cleaning, in which none were found. Personnel applied Root X at ten manhole locations throughout the city and will follow-up during the month of May. A total of 581 feet of sanitary sewer was cleaned during the month of April totaling 93,643 feet of main-line sewer cleaned during FY-2018.

Water and Sewer personnel assisted the City Engineer with the inspections of castings and roadway boxes for the upcoming paving projects. Two employees attended the Michigan Rural Water Association (MRWA) Distribution Course to prepare for their "S" license exams.

## **STREETS & DRAINAGE**

City crews responded to 163 staking requests.

Sixty-three sign work orders were completed for the repair/replacement of 39 regulatory signs, the installation of ten new regulatory signs, and the installation of five delineators.

### Major and Local Streets

Streets Division personnel plowed/salted the major streets six times and the local roads once in the month of April. A total of 208.92 tons of salt and 1,797.70 gallons of pre-wet calcium chloride was used. Turf restoration and mailbox repairs were completed as needed. Numerous pot holes were addressed throughout the city and an estimated 10 tons of cold patch asphalt was used. Hot mix asphalt was used to repair a water service patch.

Street sweeping was started to clear the curb, gutter, and paved shoulders of winter dirt and debris. All gravel roads were graded as needed, several were graded numerous times. Off road ditches were inspected for downed trees, washouts, and general maintenance was completed.

The Lake Harbor Park erosion project; which included repair to a retaining wall and sidewalk, and the installation of rip-rap to help protect from erosion in the future, was completed. The leaf sites were pushed up as needed. The 50<sup>th</sup> Anniversary banners were installed on the Henry Street Bridge. Traffic counts were completed for the City of Roosevelt Park. Multiple animals and road side trash and debris was removed and disposed.

As time allowed, DPW garage maintenance and cleaning was completed, as well as cleanup.

### Equipment

Equipment maintenance personnel completed 83 services/repairs in April. The fuel system dispensed 6,543.9 gallons of fuel in April. Public Works Department vehicles consumed 3,036.5 gallons during the month.

### Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 32 cars and 19 trucks monitored in April.

## **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
- Installed new LED exit signs
- Changed rooftop filters
- Contractor took down old ceiling tiles and installed new tile
- Ceiling tile track was painted
- New generator transfer switch was installed
- New awning over the entrance to Assessing was installed

### Library

- Plowed as needed
- Changed rooftop filters
- Checked and cleaned rooftop drains

### Cemetery

- Four burials were performed
- One cremain burial was performed
- Installed eight new foundations
- Cemetery fence was repaired
- Plowed as needed

## ENGINEERING

### **Broadway Avenue Reconstruction (Phase 1 & 2):**

Limits: Getty Street to US-31  
Description: Reconstruction of existing roadway and water main along the proposed route.  
Consultant: Prein & Newhof, Grand Rapids, MI  
Contractor: TBD  
Month's Work: The project is currently out for bids through the MDOT bid process for a May letting. City Staff and Prein & Newhof are currently assisting the State on any questions that contractors may have with the project. The City has submitted to the State two grant applications (MDOT TAP & MDNR Trust Fund) for trail funding.  
Funding: STIP with local match  
Estimated Start: Spring 2018  
Estimated Finish: Fall 2019

### **2018 Sidewalk Project:**

Limits: Pontaluna Road (Grand Haven Road to Schamber Drive)  
Lake Forest Drive (Seminole Road to Oakway Drive)  
Ellis Road (Harvey Street to US-31)  
Description: Construction of new sidewalk along the proposed routes.  
Consultant: City Staff  
Contractor: TBD  
Month's Work: Staff has redesigned the project to eliminate the need for easements and created final plans and specs. The project is currently out for bid letting. The Muskegon County SESC permit application was also submitted for their review.  
Funding: Capital Improvement and TIFA Funds  
Estimated Start: Early summer 2018  
Estimated Finish: Mid-summer 2018

### **Henry Street Bridge Repairs**

Limits: Merrill S. Bailey (Henry Street) Bridge over Mona Lake  
Description: Preventative maintenance and repairs to the bridge joints, deck, and piers.  
Consultant: Fleis & VandenBrink, Muskegon, MI  
Contractor: Anlaan, Grand Haven, MI  
Month's Work: The project is on winter hiatus. Bridge painting, restoration and re-wrapping of the water main will be completed in May (weather dependent).  
Funding: MDOT Local Bridge Funds with local match  
Project Start: August 21, 2017  
Estimated Finish: Spring, 2018

### **HIP/HMA Overlay Project 2018 (FY19)**

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 has completed plans and specification for the project and placed them out for bids.  
Funding: MRF and Capital Improvement Funds  
Estimated Start: July 2018  
Estimated Finished: October 2018

**Forest Park Resurfacing Project:**

Limits: Forest Park Road (Lake Harbor Road to Stryker Drive)  
Description: Milling and Resurfacing of existing roadway.  
Consultant: City Staff with assistance from Westshore Consulting, Muskegon, Michigan  
Contractor: Asphalt Paving, Inc. (API), Muskegon, Michigan  
Month's Work: Work on the project has started with the milling of the existing pavement and testing of the existing aggregate base. Weak spots in the aggregate base were repaired, compacted and retested. Work on the parking area and routine preventive maintenance of the sanitary lift station's cabinet and components were done while the road was closed. The road was re-graded and geo-reinforcement was placed to help reduce the settlement of the existing roadway of peat and muck material. HMA leveling pavement was placed west of the wooden culvert. The project was delayed briefly by a snow storm.  
Funding: Capital Improvement Funds  
Project Start: April 9, 2018  
Estimated Finish: Summer 2018

**Grand Haven/Sternberg CMAQ Project:**

Limits: Intersection of Grand Haven Road and Sternberg Road  
Description: Installation of traffic loops and updates Signal Equipment  
Consultant: City Staff  
Contractor: TBD  
Month's Work: Plans and specifications currently out for bids thru MDOT. Staff has helped with questions asked by potential bidders.  
Funding: CMAQ Grant with Matching Funds  
Estimated Start: Spring 2018  
Estimated Finish: Summer 2018

**Lake Harbor Park Channel Erosion**

Limits: North Side of Mona Lake Channel near Lake Harbor Road  
Description: Restoration of eroded channel bank.  
Consultant: City Staff  
Contractor: City Street and Drainage Division  
Month's Work: With the securing of necessary permits and better weather, City crews began work on repairing the erosion damage done along the channel. Work to be completed in May.  
Funding: Park & Rec Funds  
Project Start: April 23, 2018  
Estimated Finished: Spring 2018

**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: To be determined  
Contractor: To be determined  
Month's Work: With Council's approval, requests for qualifications for engineering services for this project were released and questions answered.  
Funding: MDOT Local Bridge Funds with local match  
Project Start: Spring 2020  
Estimated Finish: Summer 2020

**APWA Snow Plow Roadeo:**

Month's Work: Monthly meetings for the upcoming Snowplow Roadeo have started.  
Date: October 10, 2018

**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: With warmer weather approaching, work will soon start on collecting field data for additional speed studies in order to meet the new State law and their results will be presented to Council for their review and actions as they are completed.

**Major Private or Other Projects:**

<u>Project:</u>	<u>Address:</u>	<u>Developer/Owner:</u>
Mercy Hospital Drive	Sherman Boulevard	Mercy Hospital

**PLANNING**

The staff processed through the Planning Commission a Special Use Permit and Land Division request from James Vanderwier for property on E. Pontaluna Road. The plan was designed under the Conservation Cluster Development provisions of the Zoning Ordinance and was ultimately approved by the City Council.

The staff continued to prepare data for the Local Update of Census Addresses (LUCA) for the upcoming 2020 United States Census.

Ordinance violations for the month dealt primarily with recreational vehicles parked in the City's right-of-way in residential neighborhoods, and front yard parking on residentially zoned parcels.

Construction activity for the month saw a seasonal increase as the staff approved 35 site plans for fences, sheds, signs, building additions, and commercial projects including one new single family home.