

AGENDA 8a-3
DATE 11-21-2017

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

October – 2017

PUBLIC WORKS

The Public Works Department responded to nine after hour emergency calls and emergency calls during the month of October; including six lift station alarm calls, one emergency streets call, and two residential/commercial calls.

WATER & SEWER

Water and Sewer crews installed three water services and inspected seven sewer connections during the month of October. A total of 18 water services have been installed and 29 sewer connections have been inspected during FY-2018. Comparatively over the same period during FY 2017 a total 25 water services were installed and 21 sewer connection inspections were performed.

Water and Sewer personnel repaired six curb stops (18 year-to-date), three fire hydrants (49 year-to-date) in October. Crews transferred equipment and materials to the new Service Truck, winterized the Gateway Irrigation system, started our annual Cross Connection inspection program, and continued to update our main-line valve records. Crews winterized the remaining 216 hydrants for the winter months to come.

The bi-annual sewer lift station cleaning program started in October. Water and Sewer crews cleaned 42 of the 44 lift stations in the City's sewer collection system. This program removes most of the solid and grease laden waste that collects in the City's sewer lift stations, which can cause failures, and shortened equipment life cycles. The remaining two lift stations will be on the schedule for November. These are the two larger stations that require more organization and man power. Crews also cleaned three of the four Hoffmaster State Park private lift stations at their request.

Water and Sewer personnel repaired a sewer lateral at 509 Airport Rd. Main-line sewer televising showed a gas main was bored through the unmarked lateral. The City did not have records at that time showing a lateral at this address.

Water and Sewer crews tested 15 of the 42 large meters during the month of October and 40 of 42 were completed. The two remaining meters will be tested upon completion of repairs that need to be made by the owners. Supervision will assess the testing results and repairs or replacements will be made from those results.

STREETS & DRAINAGE

City crews responded to 208 staking requests; including four by Water & Sewer personnel, one by Streets personnel, and one by Maintenance/Cemetery personnel.

Eight sign work orders were completed for the repair/replacement of one regulatory sign, one street sign, and the installation of five delineators.

Major and Local Streets

Streets Division employees in the month of October used hot mix asphalt to fill various pot holes throughout the city. Several Water and Sewer Department lift station driveways were repaired with hot mix asphalt and crack sealing. Two storm sewer man holes were adjusted at the library and repaved. The Dura Patch operation was wrapped up for the season with some touch up work completed on Airline Road. The crack sealing operation wrapped up as well for the season.

Drainage work included the continuation of sub drain cleaning and completing work in the Hendrick storm water district. The storm drain sumps were cleaned with the Water and Sewer Department Vactor truck in the Norton Hills storm water district. Street sweeping along the curb and gutters was completed as needed to remove debris from the drain catch basins.

Gravel roads were prepped for new gravel by grading and trimming/removal. Gravel was hauled in and graded on Manahan Avenue, Norton Avenue, Stanley Road, and Wickham Drive. All gravel roads were graded in the month of October as weather permitted.

Streets Division personnel completed various work at the leaf sites and tree trimming was completed to correct sight/visibility problems. Borgman Tree Service removed several diseased/dead trees. Streets personnel removed stump debris and filled the holes in with topsoil. Several speed study traffic counts were completed. Roadside cleanup was also completed as needed throughout the city. Streets personnel installed the renovated archway sign at the entrance to the Norton Cemetery. Traffic cones and no parking signs were also put out for all Mona Shores home football games.

Streets personnel worked on equipment and garage clean-up as time permitted. The Streets Division participated in the Midwest APWA Snowplow Roadeo, where the City took tenth place out of 34 teams.

Equipment

Equipment maintenance personnel completed 79 services/repairs in October.

The fuel system dispensed 6,329.5 gallons of fuel in October. Public Works Department vehicles consumed 2,701.3 gallons during the month.

Leaf Sites

The total number of vehicles that were monitored using the Wood Road leaf site in October was 1,898.

Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 30 cars and 37 trucks monitored in October.

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

- Power washed P.D. garage
- Painted the walls in Building Department
- Washed and painted fence by A/C unit
- Set up and took down voting equipment for training
- Winterized irrigation system
- Had one of the two boilers serviced

Library

- Turned A/C off and turned heat on, adjusted water temperature for boiler
- Cleaned leaves off roof drains

Cemetery

- Three graves were sold
- Two burials were performed
- One cremain burials was performed
- Continued leaf cleanup
- Routine mowing

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:	Prein & Newhof has started site survey and data collection for the project and locating of existing utilities. A public meeting was held with City Staff and the public regarding the potential road diet. Staff has met several times with the consultant regarding design and layout of the proposed work.
Funding:	STIP with local match
Project 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:	City staff hired Prein & Newhof to perform site survey and data collection for the proposed sidewalk and generate drawing for City Staff use in design.
Funding:	Capital Improvement and TIFA Funds
Project Start:	Spring 2018
Estimated Finish:	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 contractor continued repair work of the concrete repairs on the piers and caps.
Funding: MDOT Local Bridge Funds with local match
Project Start: August 21, 2017
Estimated Finish: Spring, 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
Contractor: TBD
Month's Work: City staff hired Soils and Structures to perform site soils/pavement cores for the proposed resurfacing for City Staff use in design.
Funding: Capital Improvement Funds
Project Start: Spring 2018
Estimated Finish: Summer 2018

Grand Haven/Sternberg CMAQ Project:

Limits: Intersection of Grand Haven Road and Sternberg Road
Description: Installation of traffic loop and update Signal Equipment
Consultant: City Staff
Contractor: TBD
Month's Work: City staff started to gather plans and data for proposed work to use in design.
Funding: CMAQ Grant with Matching Funds
Project Start: Spring 2018
Estimated Finish: Summer 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: Work on several speed studies was completed per the new State law and their results will be presented to Council for their review and actions as they are completed. Studies done in the month of October are:

- Roberts Street, Sherman Blvd to Broadway Avenue
- Norton Avenue, Seminole Road to Roosevelt Road
- Henry Street, Porter to Mona Lake Bridge

Water Asset Management Plan:

Limits: City Wide
Description: Development of an Asset Management Plan for the City's Water Main System per MDEQ/State of Michigan Requirements
Consultant: Prein & Newhof

Month's Work: City Staff worked with P&N regarding the project.
Funding: Water Funds
Project Start: February 23, 2017
Estimated Finished: January 2018

PLANNING

The staff granted administrative site plan approval to D & S Industrial painting on Norton Center Drive for the construction of a 1,200 square foot warehouse addition to their existing facility.

The staff also granted administrative site plan approval to TKI Properties, LLC for the construction of a 4,000 square foot heavy commercial facility on Judson Road.

Ordinance violations for the month dealt primarily with temporary signage in commercial districts, commercial vehicles parked on residentially zoned parcels, and chickens in residential neighborhoods.

Construction activity remained steady for the month as the staff approved 32 site plans for fences, sheds, signs, building additions, and commercial projects including five new single family homes.