

AGENDA 8a-3
DATE 10-17-17

DEPARTMENT OF PUBLIC WORKS

CITY OF NORTON SHORES

MONTHLY REPORT

September – 2017

PUBLIC WORKS

The Public Works Department responded to seven after hours emergency calls and four business hours emergency calls during the month of September; including nine lift station alarm calls, one emergency Miss Dig call, and one hydrant leaking call.

WATER & SEWER

Water and Sewer crews installed four water services and inspected 11 sewer connections during the month of September. A total of 15 water services have been installed and 22 sewer connections have been inspected during FY-2018. Comparatively over the same period during FY-2017 a total ten water services were installed and seven sewer connection inspections were performed.

Water and Sewer personnel flushed and inspected a total of 1,696 fire hydrants during our annual fire hydrant flushing program. Crews have winterized 1,050 of the 1,266 fire hydrants in our system that require winterization. Water and Sewer personnel repaired 46 fire hydrants found from our inspections during the month of September.

During our annual large meter testing program, crews have completed the testing of 13 meters with a total of 25 meters being tested year-to-date. Forty two large meters are to be tested for the FY 2018. Water and Sewer personnel have completed approximately 99 percent of the water distribution system valves.

The annual sewer cleaning program continued in September with the completion of 8,983 feet of sewer being cleaning. A total of 85,839 feet of sanitary sewer has been cleaned during the fiscal year 2018. Crews cleaned, inspected and repaired, as necessary, the Cities three sewer force main air release valves. Crews staked ten "cross country" sewer manholes with new markers to eliminate the potential of damage to sewer infrastructure. Water and Sewer crews eliminated a large ground water infiltration into our sanitary sewer system. A non-used eight inch sewer lateral had been damaged at some point and crews inserted a plug into the stub to prevent the infiltration. Repairs to the sewer stub will be made at time of connection. Sewer depth and ground water are reasons for not repairing the sewer stub at this point.

The annual fire hydrant painting program finished up in September. The City contracted with D&S Industrial Painting to perform the work. Each year, our hydrant maintenance program attempts to paint approximately 300-350 hydrants as Water and Sewer personnel identify each hydrant on an as needed basis. A total of 309 hydrants have been completed and inspected so far this calendar year.

STREETS & DRAINAGE

City crews responded to 195 staking requests; including seven by Water & Sewer personnel.

Five sign work orders were completed for the repair/replacement of three regulatory signs, and the installation of two delineators.

Major and Local Streets

Streets Division employees finished the Padelt/York drain project by cleaning out debris from the ditch line, installing 1,200 feet of storm sock pipe, and covering with fill sand and

topsoil. A trailer sewer jet machine was rented to clean the storm sewer system in the Grand Haven and Hendrick storm drain areas; several thousand feet of pipe was cleaned.

The industrial park sign wiring and lights were repaired and/or replaced.

Street sweeping was completed for the City of Roosevelt Park for the annual festival. Spot sweeping was completed as needed throughout the city.

Gravel roads were checked and graded as needed. The third brining of the season was applied for dust control and prep work was started for the resurfacing of several gravel roads in the City.

The Streets Division assisted the Police Department with cones and no parking signs for the Mona Shores High School football game, as well as, the Public Safety Open House held at Fire Station 3.

Great Lakes Nursery removed 310 tons on yard waste from the Wood Road leaf site. The leaf disposal sites opened on September 23rd and will be open seven days a week until November 30th. The third road side mowing of the season was completed for the year and visibility issues were addressed as well.

The use of hot mix asphalt was used to repair the road from a water service installation.

Several traffic speed studies were also completed throughout the City in the month of September.

DPW garage maintenance, equipment clean-up, and yard clean-up was completed as necessary and time permitted. Road side debris was picked up and disposed of as needed.

Equipment

Equipment maintenance personnel completed 79 services/repairs in September.

The fuel system dispensed 6,402.3 gallons of fuel in September. Public Works Department vehicles consumed 2,761.1 gallons during the month.

Leaf Sites

The total number of vehicles that were monitored using the Wood Road leaf site in September was 1,135.

Miscellaneous

Norton Shores residents utilized the Muskegon County Solid Waste Facility with a total of 26 cars and 23 trucks monitored in September.

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

- Obtained estimates for new 911 computer room
- Washed City Hall windows outside
- Washed fence by A/C unit
- Ordered carpet for Finance Dept.

Library

- Cleaned community room carpet
- Washed windows outside

Cemetery

- Four graves were sold.
- Four burials were performed.
- Four cremain burials were performed.
- Re-Deed : 1
- Contractor resurfaced all cemetery roads.
- Repaired broken water line for spigot hit by road mill.
- Repaired broken irrigation line hit by road mill.
- Started picking up leaves with the new leaf vacuum.
- Completed work along new blacktop to taper road to grass

Old DPW Garage

- Obtained estimates for replacing lights in building.

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:	With Council's approval, Prein & Newhof was awarded the engineering design and construction inspection for the project. Work has begun with design survey and locating of existing utilities. Also a meeting with the MDOT was held regarding the bike path grant application.
Funding:	STIP with local match
Project Start:	Spring 2018
Estimated Finish:	Fall 2019

Forest Park Culvert Repair

Limits:	Forest Park east of Stryker Drive
Description:	Replacement of failed 36-inch CMP roadway culvert.
Consultant:	Prein & Newhof, Grand Rapids, MI
Contractor:	McCormick Sand, Twin Lake, MI
Month's Work:	The contractor completed the emergency repairs to the failed culvert. Work involved the replacement of the failed CMP culvert with a RCP culvert. Additional issues regarding the existence of an old concrete box culvert along with water and sanitary sewer main conflicts complicated the repair work on the culvert.

Funding: Major Streets
Project Start: August 21, 2017
Project Finished: September 22, 2017

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 completed work on the replacement of the failed bridge deck joints in the month of September. They have brought in a barge to assist in 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

HIP/HMA Overlay Project 2017 (FY18)

Limits: Selected Streets
Description: Hot-in-Place recycling of existing asphalt pavements with the placement of HMA overlay.
Consultant: City Staff/Westshore Consulting
Contractor: Gallagher Asphalt, Thornton, IL
Month's Work: Michigan Paving and Materials, Inc. completed the HMA overlay work for the Hot-in-Place Recycled streets in September. The project punch list was compiled and presented to the Contractor for them to address.
Funding: MRF and Capital Improvement Funds
Project Start: August 11, 2017
Project Finished: September 15, 2017

Norton Cemetery Project 2017 (FY18)

Limits: Norton Cemetery
Description: Mill and recycling of existing aggregate base and new asphalt pavement.
Consultant: City Staff
Contractor: Reith-Riley, Grand Rapids, MI
Month's Work: Reith-Riley milled and mixed the old HMA pavement with existing aggregate to create a new roadway base for the cemetery roadways. The new base was proof rolled and HMA pavement placed. City crews place topsoil and seed along the new pavement.
Funding: Capital Improvement Funds
Project Start: September 11, 2017
Project Finished: September 15, 2017

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 September are:

- Seminole Road, Norton Avenue to Norton Hills Road
- Sternberg Road, Grand Haven Road to Harvey Street
- Thompson Road, Airport Road to Hile Road
- Hile Road, Henry Street to Martin Road
- Grand Haven Road, Mount Garfield Road to Wilson Road
- Black Lake Road, Pontaluna Road to Ottawa County Line
- Roosevelt Road, Norton Avenue to Seminole Road
- Broadway Avenue, Seaway Drive to Henry Street
- Harvey Street, Hile Road to Wilson Road

PLANNING

The staff presented to the Planning Commission a fence variance request from Babbitt's Sports Center for property on Airline Road. The Commission recommended approval of the variance which was ultimately approved by the Zoning Board of Appeals.

The staff also presented to the Zoning Board of Appeals a setback variance request from Cynthia Moyle for property on Hackley Point Lane. The Board ultimately granted this variance as well.

The staff attended a Great Lakes Coastal Flood Risk meeting presented by FEMA to review the proposed Lake Michigan Draft Work Maps for the City, and the County as a whole.

Ordinance violations for the month dealt primarily with temporary signage in commercial districts, accessory buildings, and front yard parking of vehicles in residentially zoned districts.

Construction activity remained steady for the month as the staff approved 42 site plans for fences, sheds, signs, building additions, and commercial projects including one new single family home.