



June 27, 2019

TO: Mayor and City Council

FROM: Mark C. Meyers, City Administrator *WMM*

SUBJECT: General Information Packet

Attached are general items of information you may find interesting. If you have any questions or comments regarding the information, please contact me.

mm/co
Attachments

Administration/City Clerk (231) 798-4391	Assessing Division (231) 799-6806	Building Division (231) 799-6801	Finance/Treasurer (231) 799-6805	Fire Prevention (231) 799-6809	Fire Department (231) 798-2255
Parks/Recreation (231) 799-6802	Planning/Zoning (231) 799-6800	Police Department (231) 733-2691	Public Works (231) 799-6803	Streets Division (231) 798-2156	Water/Sewer (231) 799-6804



Internal Memo

June 25, 2019

TO: Mark Meyers, City Administrator

FROM: Gerald Bartoszek, Public Works Director 

SUBJECT: Private Road Ordinance

As a result of comments made at Tuesday's Council meeting, I reviewed the newly adopted Amended Private Road ordinance relative to the difference between private driveways and private roads, as well as, the new requirement for sidewalk along private roads.

The portion of the Private Road ordinance that was not amended contains a definition of a private driveway and a private road. The definitions are:

Private driveway means a means of ingress and egress to fewer than three residential structures.

Private road means a right-of-way which has not been dedicated to use by the general public.

The amended ordinance of Subsection (d) of Section 38-134 refers to "roads servicing more than three (3) lots" in two separate sentences. This unfortunately is in conflict with the definition. The amended ordinance should be corrected to state "roads serving three (3) of more lots".

The amended ordinance as adopted states that sidewalk is to be included with a private roadway. In reviewing this requirement, it is my interpretation that sidewalk needs to be included in all new private roads; however, the ordinance does not specify that a sidewalk is required on both sides of the road. I reach my position based on the ordinance language that states "Any private road established in accordance with the provisions of this article shall comply with the following minimum requirements." Requirements (6) states that "Sidewalk is to be included with the private roadway, the minimum width shall be four (4) feet."

I look to you for direction on how to proceed.

Legislation Addressing Residential Speed Limits Signed by the Governor

Posted on **June 27, 2019** by **John LaMacchia II**

Governor Gretchen Whitmer signed into law **HB 4118** addressing residential speed limits. This bill rectifies an issue that was created in 2016 when legislation that passed, unintentionally eliminated the presumed residential speed limit of 25 mph in a traditional city and village grid system.

The law will now allow a speed of 25 miles per hour on a highway segment that is part of the local street system as designated by a local jurisdiction, and approved by the State Transportation Commission, and that is within land zoned for residential use by the governing body of an incorporated city or village under the Michigan Zoning Enabling Act, unless another speed is fixed and posted.

The League fully supports this legislation. It is a critical fix that will address residential speed limits in Michigan. We extend our thanks to the sponsor and our members for their work on this issue.

John LaMacchia is the Assistant Director of State and Federal Affairs for the League handling transportation, infrastructure, energy and environment issues. He can be reached at jlamacchia@mml.org or 517-908-0303.

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This entry was posted in **Uncategorized** by **John LaMacchia II**. Bookmark the **permalink** [<http://blogs.mml.org/wp/inside208/2019/06/27/legislation-addressing-residential-speed-limits-signed-by-the-governor/>].



West Michigan Regional Water Authority

4814 Henry Street

Norton Shores, MI 49441

2019 – 20 Organizational Meeting Agenda

July 10, 2019 – 10:00 a.m.

Location: City Hall – City of Norton Shores

- A) Call to Order by Chair
- B) Adoption of Agenda
- C) Adoption of minutes from the Regular Meeting of June 18, 2019
- D) Public forum/Public input
- E) Committee Reports
- F) Treasurer's Report
- G) Old/New Business
 - 1. Election of Chair
 - 2. Election of Vice Chair
 - 3. Election of Secretary
 - 4. Election/Appoint Treasurer
 - 5. Set meeting dates for fiscal year 2020 (action item)
- H) Comments from the Board
- I) Adjournment

WEST MICHIGAN REGIONAL WATER AUTHORITY
Minutes of June 18, 2019 Board Meeting

A regular meeting of the West Michigan Regional Water Authority was called to order on Tuesday, June 18, 2019 at 1:30p.m. in the Small Conference Room, Norton Shores City Hall, 4814 Henry Street.

Members Present: Board Members Jerry Bartoszek, Mike Huston, Steve Biesiada and Heidi Tice

Adoption of Agenda

The adoption of the agenda was accepted by consensus.

Adoption of Minutes

Vice Chair Heidi Tice moved to adopt the minutes from the Meeting of February 19, 2019. The motion was seconded by Secretary Steve Biesiada. The motion was carried unanimously.

Treasurers Report

Treasurer Mike Huston reported to the board that the Authority has \$1.5 million in the bank.

Old/New Business:

1. Water Main Break – 862 Seminole Road – Emergency Repair Approval

Treasurer Mike Huston moved to approved the cost of the repair of the water main break in the amount of \$28,972.14. The motion was seconded by Vice Chair Heidi Tice. The motion was carried unanimously.

2. Information: Unit Price Bid for Regional Water Main Replacement/Upgrade – Broadway Avenue, Getty Street to Bailey Street

Chair Jerry Bartoszek presented the board with the estimated cost for Phase II of Broadway Avenue water main replacement. The amount is \$344,221.09 and does not include the cost of engineering services. Jackson-Merkey did the first phase of the project and Brenner Excavating will be doing the second phase.

3. Discussion: Repair/Replacement of leaking glandular joint at the Airline Road (Smiley) water tank

Secretary Steve Biesiada gave an update on this project. He is working with Dixon Engineering on putting together a Request for Proposals. Dixon estimates the repair/replacement to cost between \$30,000 and \$35,000.

4. Discussion: Chlorine Residual levels in Fruitport – Conversion of Altitude Valves and SCADA Control at the Airline Road (Smiley) and Broadway Water Tanks

Chair Jerry Bartoszek presented this topic to the board. Staff from Norton Shores and Fruitport have met with Kennedy Industries about what the options would be to give more control to the Muskegon Filtration Plant to keep Chlorine Residual levels up. Kennedy Industries gave a quote for the valve modifications, and controls in the amount of \$103,535. Secretary Steve Biesiada is trying to work with Tetra Tech to schedule a meeting with their representatives and staff from Norton Shores and Fruitport at the tanks to be able to get some options and a quote from them as well. The City of Muskegon works with Tetra Tech and has for years.

Comments from the Board

Chair Jerry Bartoszek reviewed documents to determine the bidding process for Water Authority projects; there is no policy. He checked with Authority attorney Ron Bultje and he said that it is not required by law. All board members agreed to put something in writing for a purchasing/bidding process.

Chair Jerry Bartoszek reminded board members that the organizational meeting will be on July 10th at 10am.

The meeting adjourned at 2:00 p.m.

Steve Biesiada, Secretary



West Michigan Regional Water Authority

4814 Henry Street

Norton Shores, MI 49441

WEST MICHIGAN REGIONAL WATER AUTHORITY - MEETING SCHEDULE

All meetings are scheduled to be held at 1:30 p.m. in the Norton Shores City Hall Conference Room

August 20, 2019

October 15, 2019

December 17, 2019

February 18, 2020

April 21, 2020

June 16, 2020

Governor Announces Michigan Safe Drinking Water Virtual Town Halls

Posted on **June 27, 2019** by **John LaMacchia II**

Governor Whitmer announced that the Michigan Department of Environment, Great Lakes, and Energy (EGLE) will host three Michigan Safe Drinking Water Virtual Town Halls that will be live streamed at the dates and times listed below. The town halls will provide information to residents on sampling that is being done in communities throughout Michigan to test for lead in drinking water. Each town hall will include a presentation by staff in EGLE and the Michigan Department of Health and Human Services (MDHHS) and allow time to answer questions submitted online.

- July 9, 6:00 to 7:00 PM ET – Lower Michigan Residents
- July 10, 6:00 to 7:00 PM ET – Northern Lower Michigan Residents
- July 11, 6:00 to 7:00 PM ET – Upper Peninsula Residents

These town halls are part of a broad public awareness campaign to inform residents about the new sampling requirements in the revised lead and copper rule but also that lead can also come from other sources. Exposure to lead-based paint chips and dust, as well as soil with higher levels of lead, are most often to blame when it comes to having elevated levels of lead in the body. To learn more and to get additional information on the virtual town halls, visit mi.gov/MILeadSafe.

The League knows all of our members are committed to delivering safe, clean drinking water to their customers. If, as anticipated, new sampling requirements at some locations result in higher numbers, it is NOT because water quality has changed. It is because the revised rule has changed the testing procedure and water suppliers are analyzing water in the residential service lines differently. As new sampling results are released we anticipate there will be many questions from residents and others. To help answer some of those questions, the League in conjunction with partners from GLWA, DWSD, Oakland County, SEMCOG and others, has put together some talking points and answers to questions that are commonly asked. Please click on the following link for that information. [Lead and Copper Rule Testing Talking Points and FAQ](#).

John LaMacchia is the Assistant Director of State and Federal Affairs for the League handling transportation, infrastructure, energy and environment issues. He can be reached at jlamacchia@mml.org or 517-908-0303.



PUBLIC ASSEMBLY PERMIT

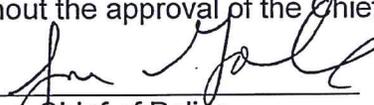
Pursuant to City of Norton Shores Code of Ordinances, Section 15-1 et sec, this Public Assembly Permit is issued to:

Organizer:	Shawn Norden
Event Name:	Stand Up for a Cure
Nature of Event:	Fund Raiser
Number of Persons	600-700
Date / Time:	07/13/2019 8:00 a.m.- 2 p.m.
Location:	Ross Park

Any additions, deletions, or modifications of the event details, as provided in the submitted Permit Application, are prohibited without the approval of the Chief of Police.

06/27/2019

Date



Chief of Police

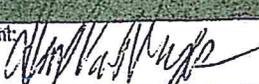
CONDITIONS:

1. Applicant is required to obtain any necessary Health Department permits for any food concessions
2. Any tents used for cooking must be fire rated and are subject to inspection by the Fire Chief.
3. Fire extinguishers must be available near any cooking equipment.
4. A \$50 fee required for barricade signs- **If Needed**
5. Applicant is required to obtain necessary permits from the MLCC in regards to serving alcohol.
6. All Alcohol Servers must have received certified training through T.I.P.S.
7. This permit is valid for dates and times submitted on the Public Assembly permit only. Any changes to dates and times will need to be sent to the Police Department for approval.

shawnn@michmortgage.com

CITY OF NORTON SHORES
Public Assembly Permit Application

PAID
JUL 26 2019
CITY OF NORTON SHORES

EVENT SUMMARY		
Name of Event: STANDUP FOR THE CURSE		
Location of Event: ROSS PARK		8:00 AM - 2:00 PM
Start Date / Time: 7/12/19 SETUP	End Date / Time: 7/13/19 EVENT	Total Number of Hours: 6
Nature of Event: stand up paddle board fundraiser		
CONTACT INFORMATION		
Organization / Group: STANDUP FOR THE CURSE	Name of Applicant: DAN VANDYCK	
Address: 75 S HOOK BREAKER LAGUNA HILLS, CA 92653	Address: 1615 LINDSEY CARDIFF, CA 92007	
Phone Number: (760) 436-3589	Phone Number: (760) 525-9109	
Event Chairperson: SHAWN NORDEN	Name of Property Owner:	
Address: 3776 Peninsula Dr. Norton Shores, MI 49444	Address:	
Phone Number: 231-557-9414	Phone Number:	
Name of Security Contact: ANDY COOPER	Name of Clean-up Contact: SAME AS ABOVE	
Address:	Address:	
Phone Number: (616) 443-0782	Phone Number:	
ORDINANCE		
It shall be unlawful for any person, organization, group, or entity to stage or hold a traffic or crowd gathering event (as defined) without first obtaining a permit therefore from the Chief of Police of the City (§28-1). Any person staging, holding, or promoting a traffic or crowd generating event, as defined, shall notify the Chief of Police of their intention of holding such an event at least 30 days in advance (§28-4).		
FEES		
At the time of filing the application, a fee of \$100.00 is required to be paid to the City of Norton Shores as a reasonable cost for processing, evaluating and issuing the permit. Other costs may also be assessed depending on the event and must be paid prior to issuance of the permit (§28-5).		
CERTIFICATION		
I hereby certify that the facts set forth in this application for a Public Assembly Permit are complete and accurate. I understand that if the permit is issued, false statements on this application shall be sufficient cause for revoking the permit (City Ordinance §28-1 et seq).		
SIGNATURE		
Signature of Applicant: 	Date of Application: 6/25/19	

EVENT DETAILS		
Crowd Size/Type		
Anticipated No. of Participants / Spectators: <i>600 - 700</i>	Type:	<input type="checkbox"/> Spectator <input checked="" type="checkbox"/> Participatory <input type="checkbox"/> Demonstrator <input type="checkbox"/> Expressive/Revelous
	Mobility:	<input type="checkbox"/> Ambulatory/mobile <input type="checkbox"/> Limited Movement <input type="checkbox"/> Restricted Movement
Alcohol		
Alcohol Allowed at the Event: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Will Alcohol be Served/Sold: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	MLCG Permit Received: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Countermeasures to prevent Possession by Minors: <i>SECURITY + WRISTBANDS</i>		
Security		
Private Security at Event: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Type of Security: <input type="checkbox"/> Volunteer <input checked="" type="checkbox"/> Contracted	No. of Security Personnel: <i>2</i>
Traffic Issues		
Anticipated No. of Vehicles: <i>400</i>	Location of Parking Area: <i>SCHOOL / PUBLIC</i>	Size of Parking Area:
Parking Attendants at Event: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Type: <input checked="" type="checkbox"/> Volunteer <input type="checkbox"/> Contracted	No. of Attendants: <i>4</i>
Road Closures Required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Explain:	
Wayfinding Signs Provided: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Explain: <i>PARKING / LOADING</i>	
Amplified Sound		
Will Music be Provided: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Will Public Address System be used: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Hours of Operation: <i>8:00 AM - 2:00 PM</i>
Type of Music: <input checked="" type="checkbox"/> Live <input type="checkbox"/> Recorded	Location / Direction of Speakers:	
Fire Prevention		
Will the event include Open Flame (campfire): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	No. of Fires:	Location of Fires:
Will the event include Pyrotechnics: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Location:	Permit requested: <input type="checkbox"/> Yes <input type="checkbox"/> No
Temporary Structures		
Will the event include Camping: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	No. of Campsites:	Health Dept permit requested (if required): <input type="checkbox"/> Yes <input type="checkbox"/> No
Will the event include Tents/Canopies: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	No. of Tents/Canopies: <i>20 - 25</i>	Location of Tents/Canopies: <i>BEACH</i>
Food Concessions		
Anticipated No. of Concessions: <i>1</i>	Type of Concessions: <i>LUNCH</i>	Health Dept permit requested (if required): <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Product Vendors		
Anticipated No. of Vendors: <i>15 - 20</i>	Type of Vendors: <i>HEALTH / FRANKS</i>	City Permits requested (if required): <input type="checkbox"/> Yes <input type="checkbox"/> No <i>?</i>
Emergency Medical Services		
Medical personnel at Event: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Type of Licensed Medics: <input type="checkbox"/> Volunteer <input type="checkbox"/> Contracted	No. of Medical Personnel:
Medical tent/facility Event: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Medical Transport staged at event: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	No. of Transport Vehicles:

EVENT DETAILS (continued)

Sanitation Facilities

Location of Toilet Facilities: <i>ENTRANCE</i>	No. Allocated for Males: <i>3</i>	No. Allocated for Females: <i>3</i>
Location of Sinks:	No. Allocated for Males:	No. Allocated for Females:
Location of Shower Facilities (if required):	No. Allocated for Males:	No. Allocated for Females:

Legal/Liability Issues

Event on private property: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Written permission from owner received: <input type="checkbox"/> Yes <input type="checkbox"/> No	Liability Insurance: <input type="checkbox"/> Yes <input type="checkbox"/> No
Event on Public Property: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Council approval received: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Attach Copy of Insurance Policy <i>IN PROGRESS</i>

EVENT DESCRIPTION

Provide a detailed description of your event:

SEE ATTACHED PRESS RELEASE

Permit Authorization:

Police Department Estimated Cost: \$



Chief of Police

Fire Department Estimated Cost: \$ 0



Fire Chief

Department of Public Works Department Estimated Cost: \$

Department of Public Works Director

Public Assembly Permit Cost: \$100.00



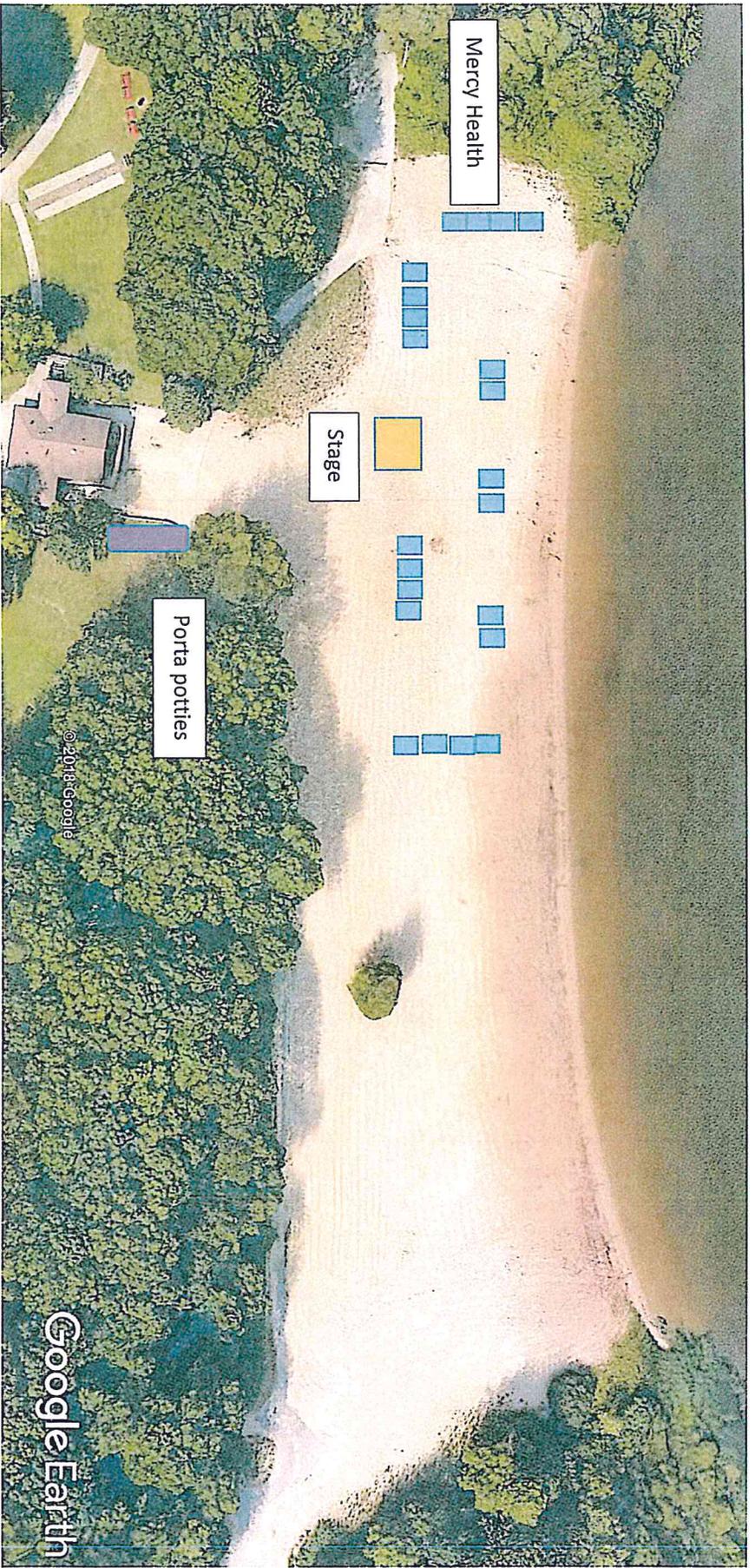
City Administrator

TOTAL: \$

EVENT DIAGRAM

Provide a Sketch/Diagram of the Event, including location of roadways, parking, toilet facilities, etc.:

SEE ATTACHED
SITE LAYOUT



Mercy Health

Stage

Porta potties

© 2018 Google

Google Earth



PUBLIC e-mail NOTICE

CITY OF NORTON SHORES
Department of Public Works
4814 Henry Street
Norton Shores, Michigan 49441
Telephone: 231-799-6803
e-mail: jmurphy@nortonshores.org

DATE: June 28, 2019

PAGES: 1, Including this Sheet

FROM: Jim Murphy, City Engineer

SUBJECT: Broadway Avenue Reconstruction Road Closure

COMMENTS: Reconstruction, water main replacement, sidewalk and road narrowing work on Broadway Avenue between Getty Street and Bailey Street is scheduled to start Monday, July 8, 2019. This work is scheduled to be completed by late-October 2019. The road will be closed to thru traffic, but access will be maintained to local businesses. Temporary full closures and delays should be expected and drivers are advised to seek alternate routes. The signed detour route is Getty Street, Sherman Blvd. and Black Lake Road.

Updates to project progress can be found on the City's website and Facebook page as well as available on nixle.com.

Questions pertaining to the closure may be addressed to the Public Works Department, Municipal Building, 4814 Henry Street, Norton Shores, MI 49441 Monday through Friday, 8 a.m. to 5 p.m. at 231-799-6803.