

MANAGER'S NEWSLETTER

March 4, 2016

PRESIDENTIAL PRIMARY ELECTION

Remember the presidential primary election will take place Tuesday, March 8, 2016. The airways and phone lines make it almost impossible to forget that this election is taking place... Do remember however, to cast your ballot. Polling locations will be open from 7:00 a.m. till 8:00 p.m.

USER CHARGE MEETING

The City and townships are meeting on the 4th Monday every month to discuss the future relationships for the sewer utility due to the contract expiring in 2017. Bill Stanek suggested that completing the task in this calendar year would be optimal. Great effort will therefore be expended to have a completed document by December!!

FIRE UNION NEGOTIATIONS

Fire negotiations are set to begin this upcoming Friday, March 11. Staff has met to discuss items that need clarification and updating relating to these negotiations.

OCCUPATIONAL WELLNESS

The City contracts with Occupational Wellness at Spectrum Hospital to advise the City on health matters and to provide physical exams for various accidents and required permits. A meeting was held with the new folks running the program to gain understanding and develop a relationship with the leaders of the program.

BUDGET

Next week are the budget meetings with all department personnel to set the 2016/17 annual budget. Aaron has been working diligently collecting data for this important activity.

FIRE CONTRACT

Stave Schroeder and Steve Sobers are working with Norwich and Green Townships to negotiate new fire service contracts with the City of Big Rapids. Tim Boerma of Norwich and Bob Baldwin of Green are reviewing the contract language which is substantially the same as previous years.

CHAMBER LOCATION COMMITTEE

The Chamber and Convention and Visitor's Bureau committee has a tentative contract to purchase a lot on State Street in the downtown as the new location for their operations. If the property 'checks out', the location at Mitchell Creek Park will revert to the City for future use/disposal.

BONNER ADVISORY GROUP

The 'kickoff' phone call was made on Friday for the study to begin on the future potential use of the Hanchett site. Information and data will be transmitted to Luke Bonner to begin the analysis and advertising for proposals for its use.

DEPARTMENT OF PUBLIC SAFETY

The Police Division responded to 81 calls for service over the past week. Investigations continue on several complaints.

The Fire Division responded to 22 calls for service over the past week. On Wednesday, they trained on Grass Fires and Incident Command. Potential hires also observed the Firefighters in the past week during their shifts.

PARK & RECREATION

- Women's Team Buffalo Wild Wings is registered to participate in the MRPA state volleyball tournament in Waterford, MI. The tournament is March 19, 2016.
- Girls on the Run registration ended on February 26th. There are 179 girls to date registered in the program. 40 coaches volunteering their time to coordinate each team. Program shirts and shoes will be ordered in the next few weeks.
- The 4-H MSU Extension will be partnering with the City to provide cooking summer camp programs this coming June or July.
- Attached are spring class offerings.

PUBLIC WORKS ACTIVITIES

DIAL-A-RIDE –

239 Adult Riders - (\$2.00 Fare)

362 Children Riders - (\$1.00 Fare)

786 (\$1.00 Fare) - Seniors (112) and Disabled (674) passengers of which 177 used the wheelchair lift to board

74 Free Riders - Aides that ride with disabled passengers and children 4 and under with an adult

58 No Shows - A person who calls for a ride and when we go to pick up and they are not there for ride

80 Safe Riders – Free rides from local establishments to anyone in the community on Thursday, Friday and Saturday nights 12:00 am to 2:30 am.

3,048 Ferris Shuttle Bus – Free rides to anyone on Campus, The new route has nine stops on campus- Lot 28, Allied Health, Campus Community Center, Sports Complex, Lot 4, Rock Cafe', Recreation Center, University Center, Arts and Science, 7:30am - 7:00pm Mon – Thur and 7:30 am – 2:00 pm on Friday.

4,647 Total Passengers

442 Out of City Riders - Anyone we pick up or drop off outside the Big Rapids City Limits

STREETS & PARKS –

Safety Topic: “Acting our Age”

- Plowed snow from streets, parking lots, alleys, sidewalks & Airport
- Hauled snow from parking lots and downtown
- Sanded and salted streets
- Working on a sign post rack
- Installed new water shutoff at 216 W Grand Traverse
- Patched potholes
- Fixed water patches
- Maintenance of signs; repair, replace and install
- Checked and jetted sewers per normal daily and call ins
- Picked up trash downtown and in parks

MOTOR POOL –

- Staff vehicles & Miscellaneous Equipment:
 - Replaced 6 sets of underbody scrapers on the dump trucks
 - Replaced 4 sets of windshield wiper blades
 - Replaced the scraper blades on the big wing plow
 - Service call to the airport to repair some hydraulic fittings on the Kubota
 - Serviced 4 pickup trucks
 - 413 staff car serviced and replaced the spark plugs
- Busses:
 - repaired some mud flaps
 - installed 3 cameras for the rear interior of the bus
 - removed and installed 3 new advertisement stickers on side panel of the bus
 - 901 - replaced the rear heater fan motor, and 2 serpentine belts and pulleys

MAIN MAINTENANCE -

- MISS Digs
- Miscellaneous reads

WATER & WWTP:

Safety Topic: “Guard Machines for Safety”

- Tom Berdinski (DEQ) was here for the annual IPP inspection. Everything went well and we also discussed Sewer Use Ordinance changes, IPP sampling and surcharge plans, etc.
- Tom also took a set of our draft Lab SOP's with him, for review. He has responded with a list of comments and suggested changes that Bert will incorporate into final SOP's.
- Storage sludge samples were taken and split with Biotech, in preparation for Spring removal. Biotech plans to be on-site in early April, to begin pumping and hauling.
- John Fribley has completed the first-quarter influent and effluent mercury testing. A portion of the split storage sludge sample was also sent out for heavy-metal testing.
- Preparations are being made with our solids-handling process, to accommodate on-site valve work next week. We will take advantage of lower plant flows (Ferris Spring Break) so there is more time and less stress on Plant Operators and Northwest Kent Staff.
- We also plan to change out the motor in Digester Blower #1 next week, while the South Digester level is lowered for valve work.
- The Grit Trolley submersible pump was removed and un-clogged. After re-installation, it is back in operation and being progressively lowered, to avoid clogging.
- The WWTP Annual Report is in progress, and will be completed ASAP, as time allows.
- Correspondence and documentation in progress, for off-site disposal of pressed sludge solids at the Water Plant.
- Ongoing testing, evaluation and repair of the 250KW back-up generator, at the City Water Wells site. Load-Bank testing has revealed an actual capacity of 90-100KW.
- Working with George Reagan (Fleis & VandenBrink) and Water Plant Operators on several ongoing issues: generator, sampling and testing, DMR-QA, maintenance, etc.

Stephen Sobers
City Manager