

MANAGER'S NEWSLETTER

October 21, 2016

GENERAL PRESIDENTIAL ELECTION

Traffic is brisk with folks coming in to fill out an absentee ballot for the General Presidential election, which is November 8, 2016. Staff is busily preparing for the big day. Citizens are certainly encouraged to vote this year.

PARK MASTER PLAN SURVEYS

The City has been collecting citizen surveys concerning park uses and desires. These will be used as background for the update of the City Master Plan document for Parks and Recreation. The cutoff date for submission of these surveys is October 28, 2016. If you have not completed your survey, please do so A.S.A.P. You can obtain a survey by going to www.brpr.org.

INDUSTRIAL PRETREATMENT PROGRAM

The pretreatment program is 'finally' ready to reach 'high' gear. After an extra year was needed to provide some sampling background data, the City Commission enacted a new approach to the high strength waste and oil and grease problem at the Big Rapids Wastewater Plant. Letters will be going out to businesses to register and education will be disseminated to said businesses to assist in helping reduce the contaminants being deposited into the sanitary system. These best practices will be encouraged by the new regulations.

USER CHARGE CONTRACT

Aaron Kuhn is completing the 2017 User Charge document, and the City and the two townships are holding contract meetings to extend the cooperative relationship beyond the 2017 expiration date of the present arrangement.

NEXT YEAR'S FLOWERS

This is the time to prepare for the pots and hanging baskets for the summer of 2017! Varieties are being picked and prices solicited.

PAVING

The Paving for this year has begun and is expected to be completed this week. This work was moved a week earlier in anticipation of some rain in the upcoming week.

LEAF PICKUP

This season leaves are hanging on longer than normal. The entire schedule has been pushed back one week to accommodate the 'uncooperative' leaves.

POLICE CARS

Bids have been received for two police cars. This will complete the conversion to SUVs from sedans in the fleet.

MDOT REGIONAL TRAIL MEETING

MDOT conducted a regional meeting at the Public Safety Department concerning the bike and pedestrian trails in the area. Data was solicited concerning the initiatives underway in various sections of the region and will be updating their mapping to inter-connect trails.

FALL FESTIVAL

The 2016 Downtown Big Rapids Fall Festival starts Friday, October 28, 2016 at 5:00 p.m. with the annual Chili Cook-off. This event will be in the City Hall parking lot.

Saturday, October 29, 2016 starts with a parade at 10:30 a.m. After the parade there will be Trunk or Treat, kid's games, inflatable playground and a climbing wall. Celebrity Pumpkin Roll starts at 11:30 a.m. Festival ends at 1:00 p.m.

PUBLIC SAFETY

On 10/17/16, Officer Scott Paquette was promoted to the rank of Sergeant at the City Commission meeting in front of the Commission, family members, friends, co-workers, and several community members. The process included a letter of interest and resume, a written test, an assessment by current Sergeants and the Director of Public Safety, followed by a three-person interview panel (all members were from outside agencies). To be successful, Sergeant Paquette had to study and prepare for the interview process. The results of the promotion process made it clear that he was the right person for the job.

Since his was hired in October of 1999, Scott has proven himself to be both dedicated and dependable. Both qualities are a necessity to be an effective supervisor. He has worked at CMET on the drug team, taken on the role of the school liaison officer, and became one of our best field training officers. I, along with all the members of the agency, am confident that Sergeant Scott Paquette will continue to contribute to our efforts in his new role.

Congratulations Sergeant Paquette you have earned this promotion.

The Police Division responded to 91 calls for service over the past week. There was nothing significant in nature to report in regards to these.

The Fire Division responded to 19 calls for service over the past week.

CODE ENFORCEMENT ACTIVITIES

Violations:

- | | |
|-----------------------------|---------------------------|
| (8) Blight | (2) Disabled Vehicles |
| (4) Furniture | (11) Parking |
| (3) Property Maintenance | (3) Recreational Vehicles |
| (1) Sidewalks / Streets | (10) Signs |
| (4) Uninhabitable Dwellings | (2) Yard Waste |

PARKS & RECREATION

- Attended the Non-Motorized Planning meeting. The turnout was small, but the input was valuable.
- Planning a new phase of security cameras to be installed at River Street park.
- Win Kellum dug outs are near completion for the first phase. The goal is to have them both completed facilities before winter.
- Tree planting for the fall season is complete and submission for the Consumers Grant has been completed.

PUBLIC WORKS ACTIVITIES

DIAL-A-RIDE

MDOT (Michigan Department of Transportation) came in to do the FTA (Federal Transportation Association) triennial review on Dial-A-Ride's bookkeeping, maintenance, alcohol and drug policy and record keeping, and ADA and Title VI compliance policies. Everything went well with the review.

A big thank you to Scott Moore and his staff on the maintenance logs and inspections. Thank you to the Treasurer's Office staff on cost allocation plans being in compliance, and thanks to Dial-A-Ride Office staff for maintaining all paper work and policies.

194 Adult Riders - (\$2.00 Fare)

345 Children Riders - (\$1.00 Fare)

748 (\$1.00 Fare) - Seniors (121) and Disabled (627) passengers of which 184 used the wheelchair lift to board

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

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

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

1,806 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.

3,238 Total Passengers

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

STREETS

- Cut down 9 trees
- Repaired lights at the Library
- Hauled mortar sand to Win Kellum
- Picked up fence from Win Kellum
- Filled potholes
- Fixed fire hydrant at Escott and Woodward
- Put up No Parking signs on 100 block of Locust
- Read meters
- Flushed hydrants
- Cut grass out to snow dump (Airport)
- Gravel Rust between curb and blacktop
- Formed up sidewalks
- Put out temporary No Parking signs for street paving projects
- Placed black dirt at Holland Park
- Put up and took down Farmers Market signs
- Checked and jetted sewers per normal daily and call ins

PARKS

- Installing wood chips on trails at Clay Cliffs
- Mowing & weed whipping
- Picked up trash downtown and in parks
- Cleaning public restrooms in Parks and at City Hall

MAIN MAINTENANCE

- MISS Digs
- Miscellaneous reads

WATER PLANT

Safety topic: "Facing up to Stress"

- Worked with Jay Norris to repair filter #3 valve that continued to give us problems.
- Earl and Jim went to class in Gull Lake.
- Earl assisted with hydrant flushing this week.
- Answered call ins due to hydrant flushing and power outage.
- Worked with Cal and Scott with our stand by generator at the well house as it did not start again when we needed it.
- Ran customer sample tests.
- Polished floors in the main hall and lab.
- Moved snow plow out of storage.
- Repaired leak in plumbing to the filter #3 turbidameter.

WASTEWATER PLANT

- The Plant is running smoothly, as we transition from summer to fall weather.
- Ordered and received a 275-gallon tote of polymer.
- Northwest Kent Mechanical will complete our clarifier valve project the week of October 24th, and the ferric building piping project immediately after that.
- Delivery of our second STP Flowmeter and a 4" plug valve is still 3 weeks away. Installation will be coordinated with Northwest Kent Mechanical and Jay Norris.
- Power outage and alarm call during an overnight storm, at the North State lift station.
- This year's Leadership Mecosta group toured the Wastewater Treatment Plant.
- Cleaned all 4 Aeration Basin D.O. probes and rotated Screw Pump lead / lag operation.
- Ordered 2 sets of Ford Hall brushes for our final clarifier brush cleaning systems.
- Replaced sampler pump hoses on all 3 Plant Composite Samplers.
- Repaired a composite sampler pump and motor, with parts from a spare sampler.
- Replaced outside bulbs on the Ferric, Blower, Digester and Admin. Buildings.
- Troy McDonald attended a "C" License exam preparation class in Charlotte, MI.
- Amy Prescott and Jake Renne attended a Wastewater Operations class in Lansing, MI.
- Mic Joynt and John Fibley attended an IPP Training Seminar in Lansing.
- IPP sampling continues, in an effort to expand our database for Food Service Establishments, and Domestic Background Study.
- Dr. Franklund brought 3 Microbiology classes to tour the Wastewater Plant.
- Planning continues, toward Fall pumping, hauling and land-application of plant biosolids, followed by thorough tank cleaning and inspection by Dixon Engineering.

Stephen Sobers
City Manager