

# MANAGER'S NEWSLETTER

**DECEMBER 2, 2016**

## **USER CHARGE**

Aaron has worked diligently on the User Charge report for the Big Rapids Township and Green Township rates for the present year. The Committee continues to meet to work on both this document and the contract for services agreement which stands behind the calculation of these rates. Work is not speedy and philosophies vary as the report nears completion.

## **SKATE PARK**

Individuals interested in a skate park are reviewing locations in Big Rapids for such a facility. Mark Gifford and Heather Bowman have traveled to and gained background from nearby communities on the design and use of these parks.

## **GARROLD LAVALLEE**

Garrold's retirement party was held this past Tuesday. It was great to see him once again, and as usual he was in rare humor, keeping the room laughing with memories of his work with the City!

## **CARLLEEN ROSE**

Carlleen has a weekly radio program with guest visitors. Steve Sobers had the honor to be interviewed this week.

## **OBSOLETE PROPERTY REHABILITATION**

It looks like the State will not be hearing the OPRA filing for the Social Security facility this year. It should be 'on' for 2017. Several details were not on hand and despite filing additional documents today, some material needed from the Gerber's were not available by noon.

## **PUBLIC SAFETY**

- The Police Division responded to 73 calls for service over the past week. There were no calls of significance to report.
- On Thursday, Detective Brian Miller and Officer Flore attended the funeral of Sergeant Collin Rose in St. Clair Shores with members of the Mecosta County Sheriff Office. Sgt. Rose was shot in the line-of-duty on Wednesday, November 23rd and ended up dying from the injury on Thursday, November 24th.
- Over the past week, the Fire Division responded to 25 calls for service.
- The firefighters have county wide training on firefighter survival on Saturday.

## CODE ENFORCEMENT ACTIVITIES

### Violations:

- |                         |                             |
|-------------------------|-----------------------------|
| (7) Blight              | (3) Disabled Vehicles       |
| (8) Garbage & Rubbish   | (21) Parking                |
| (9) Poly-cart Placement | (2) Property Maintenance    |
| (4) Signs               | (2) Uninhabitable Dwellings |
| (2) Yard Waste          |                             |

## PARKS & RECREATION

- District Health Department 10 has notified the City of two grants awarded to the park system. One will purchase smoking receptacles for the playgrounds and markers for Clay Cliffs.
- Traveled to Frankfort, Manistee and Ludington to learn about their skate parks.
- Planning winter 2017 programs. New this winter will be a Mother/Son event at the Big Rapids Middle School.
- Women's Volleyball playoffs begin this weekend.

## PUBLIC WORKS ACTIVITIES

### DIAL-A-RIDE

**121** Adult Riders - (\$2.00 Fare)

**162** Children Riders - (\$1.00 Fare)

**511** (\$1.00 Fare) - Seniors (90) and Disabled (421) passengers of which 165 used the wheelchair lift to board

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

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

**NO** Safe Riders – (THANKSGIVING WEEKEND NO SERVICE PROVIDED) Free rides from local establishments to anyone in the community on Thursday, Friday and Saturday nights 12:00am to 2:30am.

**820** Ferris Shuttle Bus – (THANKSGIVING WEEKEND NO SERVICE PROVIDED ON WED, THURS & FRI) 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.

**1,669** Total Passengers

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

### **DPW: STREETS**

#### **Safety Topic: "Knife Safety"**

- Repaired Christmas lights on the east side of town
- Set out and picked up cones and signs for parade
- Salted bridges
- Putting up 243 yards of winter sand received
- Repaired alley at 427 Oak St.
- Graded alleys and gravel streets
- Repaired some lights at City Hall
- Removed deceased animals from roadways
- Cleaned trucks
- Picked up remaining flower pots and picnic tables
- Hauled the cinder blocks for the dugouts
- Filled potholes
- Moved totes for Clerk and Treasurers offices
- Trimmed trees on Michigan Ave and Elm St.
- Removed manhole on Rust Ave for the winter
- Installed No Parking signs on Ives Ave
- Cleaned drains
- Checked and jetted sewers per normal daily and call ins

### **DPW: PARKS**

- Cleaning public restrooms in parks and at City Hall
- Closed all park restrooms
- Trimming limbs in the parks and on River St by the dog park and along the sidewalks
- Cut down a low limb on Riverwalk
- Cleaned up leaves in downtown, on sidewalks; N Michigan Ave and Pine St
- Picked up trash downtown and in parks

### **DPW: MOTOR POOL**

- Staff vehicles & Miscellaneous Equipment:
  - 200 - installed a charge guard for the battery
  - 203 - installed 2<sup>nd</sup> battery for the plow and replaced right plow light
  - 204 - serviced
  - 210 - bucket truck, serviced
  - 212 - serviced lift gate and replaced front tires
  - 220 - serviced and replaced rear brakes
  - 221 - serviced and replaced right front U-Joint
- Police & Fire Vehicles:
  - 1-1 - Services
  - 1-2 - replaced front brake drums, shoes and shocks
  - 1-4 Diagnosed stalling problem, replaced fuel primer pump and ignition switch. Repaired exhaust leak and adjusted brakes

- 1-6 service call for a no start. Replaced all 6 batteries
- 1-7 replaced front brakes and shocks. Replaced rear brake chamber
- Dial-A-Ride busses:
  - 901 - replaced driver's seat bottom
  - 903 - removed exhaust filters and delivered to G.R. for cleaning. Replaced fuel pump. Picked up exhaust filters and reinstalled. Replaced wipers.
  - 909 - replaced all 6 tires, replaced rear brake caliper, wiper blades and 2 rear heater motors. Diagnosed wheel chair lift and replaced lift controller and 2 micro switches. Replaced driver's seat bottom

## **MAIN MAINTENANCE**

- MISS Digs
- Miscellaneous reads

## **WATER PLANT**

### **Safety topic: "Setting Up a Safe Traffic Control Zone"**

- Buffed floors in main hallway, kitchen, and control room at the plant.
- Ran customer samples.
- Raked up leaves around the plant and hauled them away.
- Performed monthly checks on Cathodic Protection systems.
- Oiled heat pumps.
- Changed filters in Dehumidifier unit.
- Performed monthly QA/QC in Lab.
- Cleaned Chlorine analyzer filters.
- Cleaned both Chlorine feeders out as they were beginning to get built up with scale and effecting the chlorination process.
- Replaced sump pump for the Chlorine analyzer at the head of the plant.
- Performed monthly maintenance tasks.
- Painted floors in the compressor, dehumidifier, and laundry rooms in the plant.
- Worked with Layne out at the well house to flow test and sample well #2 for baseline information to compare to after the cleaning of the well is complete.

## **WASTEWATER PLANT –**

- Some Plant operational problems continue, resulting in undesirable growth and foam on our aeration basins. Colder weather and lower holiday flows will help.
- Northwest Kent Mechanical installed an additional 4" plug valve in our Digester Building pipe gallery. This valve allows additional transfer, decant and solids handling options.
- Northwest Kent Mechanical is working with Fleis & VandenBrink to finish up the Ferric Building fill port project. Pipe hangers, painting and epoxy coating issues remain.
- Jay Norris has been remotely working on several SCADA issues, including flow measurement, solids-handling pump issues, blower logic and gas detection problems.

- Northwest Kent Mechanical installed a new STP-2 flowmeter and Jay Norris completed the SCADA programming and start-up.
- A sampling plan for our new Maximum Allowable Headworks Loading (MAHL) Study was submitted to the DEQ for approval. Tom Berdinski has responded with some requested changes for Fleis and VandenBrink to incorporate into the final approved plan.
- Photos and information taken from a failed Screw Pump drive bolt have been submitted to Fleis & VandenBrink for evaluation.
- A clogged drain was cleared and then the floor was cleaned in the Digester Building.
- A 4000-gallon order of ferric chloride was received from Webb Chemical.
- New air intake filters were installed on all three Spencer aeration blowers.
- The IPP letter to businesses is ready to be mailed to 465 non-domestic customers. Initial bugs are being worked out of the clerical process and the mailing will go out next week.
- Building maintenance and cleaning projects continue in preparation for Winter.
- Maintenance and repair parts were ordered and received, for the Huber screening machine in our Headworks Building.

Stephen Sobers  
City Manager