

# MANAGER'S NEWSLETTER

January 6, 2017

## LIBRARY

The library has started a new initiative, called the Big Rapids **Let's Read Program**, (Library Enriching Teachers and Students As Reading Education Advocates). The librarians have been talking to teachers at their staff meetings, where the new program is explained and information on how it works is handed out. Additionally, we showcase accessing the "free" Michigan Electronic Library (MeL) that provides numerous resources for teachers, students and people of all ages, through grants administered by the Library of Michigan for all Michigan residents. To-date, Miriam and Chris have presented the program to the teachers at the Big Rapids Middle School, Charter Crossroads Elementary School, and Charter Crossroads Middle/High School. Within the next few weeks, a presentation will be given to the teachers at all the other schools in Big Rapids.

## PUBLIC SAFETY

- In the past week, the Police Division responded to 59 calls for service. Over the past year, the department took 53 fewer calls than 2015. Of these, violent and property crimes have reduced.
- In the past week, the Fire Division responded to 18 calls for service. On Wednesday, Firefighter Sean Wethington taught a group from WISE on CPR.

## CODE ENFORCEMENT ACTIVITIES

### Violations:

- |                             |                          |
|-----------------------------|--------------------------|
| (2) Blight                  | (8) Disabled Vehicles    |
| (1) Furniture               | (1) Garbage & Rubbish    |
| (9) Parking                 | (4) Property Maintenance |
| (2) Uninhabitable Dwellings |                          |

## PUBLIC WORKS ACTIVITIES

### DIAL-A-RIDE

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

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

**1461** (\$1.00 Fare) - Seniors (229) and Disabled (1732) passengers of which 405 used the wheelchair lift to board

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

**21** 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** – Ferris is on winter break. Free rides from local establishments to anyone in the community on Thursday, Friday and Saturday nights 12:00 am to 2:30 am.

**NO Ferris Shuttle Bus** – Ferris is on winter break. Free rides to anyone on Campus. The new route has eight stops on campus- East Campus Mailbox, Lot 28, Allied Health, Campus Community Center, Lot 4, Rock Cafe', Arts and Science, 7:30 am -7:00 pm

**2,134 Total Passengers**

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

## **DPW: STREETS**

### **Safety Topic: “The Danger of Hidden Openings”**

- Plowed snow – Streets, alleys, sidewalks, parking lots, airport
- Cleaned up snow dump area twice
- Repaired water leak on Chestnut Str. and River Str.
- Opened ice rink
- Cleaned trucks and equipment from water leak work
- Hauled tables and chairs back from Fire Hall
- Trimmed branches
- Repaired watermain on River Str. and Lilac Ave.
- Repaired watermain on 700 Winter Ave.
- Hauled snow from parking lots
- Repaired signs
- Painted office in City Hall
- Moved office furniture in City Hall
- Cleaned up downtown and eastside snow
- Sanded and salted
- Plowed turn-arounds
- Cleaned drains
- Checked and jetted sewers per normal daily and call ins

## **DPW: PARKS**

- Picked up trash downtown and in parks
- Cleaning and maintaining City Hall public restroom
- Assisted with snow removal; plowing & clearing sidewalks

## **DPW: MOTOR POOL**

- Staff vehicles & Miscellaneous Equipment:
  - 101 dump truck; installed new amber/green rear lights and replaced top light
  - 102 dump truck; replaced exhaust pipe to muffler. Removed batteries and rust from battery box and painted
  - Replaced both batteries and repaired hold-downs. Installed new amber/green lights in the rear
  - 104 dump truck; replaced engine oil cooler and front plow mount
  - Replaced 4 sets of underbody scraper blades

- 208 truck; did a tune-up, replaced plugs, wires, cap and rotor. Replaced both door hinge pins and bushings. Replaced passenger door handle and latch.
  - Replaced rear tires
  - 227 new truck prep; installed top light, safety equipment and stickers.
  - 300 backhoe; replaced right side window glass
  - 306 tractor; repaired all exterior lights and fix hood release
- Police & Fire Vehicles:
    - 402 police car; serviced
    - 404 police car; serviced and replaced tires

## **MAIN MAINTENANCE**

- MISS Digs
- Miscellaneous reads
- Assisted with snow removal; plowing

## **WATER PLANT**

**Safety topic: "Vehicle Safety: Check, Inspect, Drive!"**

- Plowed snow.
- Ran customer samples.
- Worked with Layne out at well field.
- Collected samples for well #4 to be put back in service after repairs were made.
- Answered call in for State Street Generator.
- Continued painting downstairs at the plant.
- Answered call in for high level at Bjornson tower.
- Replaced faulty asco valve at Bjornson tower. This valve helps control the level in the tower.
- Checked generators.
- Calibrated chlorine analyzer at the plant splitting chamber.

## **WWTP**

- The Plant looks good overall, but foam growth continues to hang on in the basins.
- Ordered and received parts to rebuild the second of two STP Moyno pumps.
- The new Ford Plant truck with plow was received and placed into service.
- Jay Norris finished conduit and hard-wiring for the new plant influent flow sensor.
- A new min/max thermometer was installed in the Headworks Building influent channel.
- The Storm Water Pollution Prevention Plan (SWPPP) 2016 Annual Report was uploaded to MI Waters and submitted to the DEQ.
- U.V. Channel # 2 bulbs and racks were cleaned and placed back into service.
- The Headworks make-up air furnace failed. A replacement belt solved the problem.
- Changed compressor oil and cleaned the sight glass in # 2 Digester Blower.
- Cleaned all the D.O. probes in Aeration Basins 1, 2, 3 and 4.
- Preparations are in-progress, for the Non-Domestic User (NDU) Information Forms to be mailed, as a follow-up to the Mayor & City Manager Letter to Businesses.

- Changed the grease jug at the base of the Screw Pumps.
- Chris Munson (Fleis & VandenBrink) assisted in de-bugging and training with our Antero Maintenance and Work Order Software.
- A corroded breaker and faulty thermostat were replaced in the Ferric Building storage room, and the electric heater unit was placed back into service.
- An under-sized electric heater unit in the Ferric Building pump room was removed. A larger unit was installed as a replacement, and is working great.
- Cleaning, housekeeping and snow-removal work continues in and around the Plant.

Stephen Sobers, City Manager