

MANAGER'S NEWSLETTER

MAY 12, 2017

SIDEWALK PROGRAM

The Sidewalk Program will begin the week of May 15th. Work starts at locations along Michigan Ave.

BOB BALDWIN PASSING

Green Township Supervisor Bob Baldwin will be missed by many. His hard work and dedication to the community was apparent to all that interacted with him. Jim Chapman has been appointed to this important role and City Staff looks forward to a continued positive relationship with Green Township.

ICE GRANT APPLICATION

The City applied to the Michigan Economic Development Corp. (MEDC) Infrastructure Capacity Enhancement (ICE) Grant program to assist with improvements to the watermains along Ives Ave, South St. and Clark St. Grant awards were announced May 11th and the City was not among the 14 communities state wide to be selected. The City may look to another round of funding of this program in 2018.

PARK BOARD

The City Park Board met on May 11th and approved a Master Plan for the Library grounds. Staff will be working on ways to fund the proposed improvements.

CITY OFFERS FREE ZINNIAS

The City of Big Rapids will give a free flat of zinnias to City residents and businesses. The zinnias must be planted in a location within the City limits where they can be viewed by the general public.

Coupons for the flowers are available on a first-come, first-serve basis and may be picked up at the Clerk's office in City Hall starting May 30 – June 1, 2017, between 8:00 a.m. and 5:00 p.m. There is a limit of one coupon per address or land parcel.

Flowers may be picked up Friday, June 2, 2017 at the Farmer's Market ***between 8:00 a.m. and 2:00 p.m.*** ***Coupons must be presented to receive the flowers.***

LIBRARY

The library is gearing up for the Scholastic Book Fair and the Summer Reading Program. Posters are being distributed and information will be dropped off at all the schools as well. The Scholastic Book Fair will be at the library the week of Monday, June 5th through Saturday, June 10th.

“Build a Better World” is the theme this year for the summer reading program. The Kick-Off Carnival for Summer Reading 2017 is Friday, June 16th, 11 am to 2 pm. A sampling of activities for the program launch include: tie dying some clothing, climbing on Cran-Hill Ranch’s rock wall and inflatables, building with the library’s big foam blocks, face painting, eating a hot dog, and more.

The library collects statistics that are presented each month at the Library Board’s meeting. Here are some data for the month of April:

Patron count:	2993
New library cards issued:	56
Public computer sessions:	686
Library programs:	22
Attendance at programs:	350
Circulation (items checked out):	4,246

PUBLIC SAFETY

In the past week, the Police Division responded to 78 calls for service. There was nothing significance in nature to report. Detective Miller was at training last week for death investigation. While Officer Juday returned this week after two weeks of firearms instructor training.

In the past week, the Fire Division responded to 11 calls for service. Shifts did river rescue training. Identifying access points, boat loading areas, lookout positioning as well as river walk access and hose.

CODE ENFORCEMENT ACTIVITIES

(6) Blight	(2) Disabled Vehicles
(5) Furniture	(1) Garbage & Rubbish
(88) Grass & Weeds	(1) Parking
(6) Property Maintenance	(1) Recreational Vehicles
(10) Signs	(9) Yard Waste

PARKS AND RECREATION

- Farmers market begins this Friday, May 12th 8:00 am-2:00 pm.
- Bandshell Summer Concert Series schedule has been finalized. Concerts will take place every Wednesday evening at the Bank Shell beginning June 21st and ending August 16th at 7:00 p.m.
- Girls on the Run celebratory 5K will be held on Saturday, June 10th. Planning continues.

PUBLIC WORKS ACTIVITIES

DIAL-A-RIDE

151 Adult Riders - (\$2.00 Fare)

418 Children Riders - (\$1.00 Fare)

976 (\$1.00 Fare) - Seniors (100) and Disabled (876) passengers of which 250 used the wheelchair lift to board

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

38 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 – Done for the summer, will start back up in September. Free rides from local establishments to anyone in the community on Thursday, Friday and Saturday nights 12:00am to 2:30am.

1,031 Ferris Shuttle Bus – East Campus Mailbox, Lot 28, Allied Health, Campus Community Center, Lot 4, Rock Cafe', Arts and Science, 7:30 am -7:00 pm

2,693 Total Passengers

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

DPW: STREETS

Safety topic: "Carbon Monoxide"

- Dug out patches for blacktop on Bellevue Str., River Str., Ives Ave and Winter Ave and for alley approach on Hemlock Str.
- Brined Rust Ave
- Blacktopped patches
- Replaced sign on Perry Ave
- Filled potholes
- Sawed patches
- Installed light on canoe art piece

- Black dirt spread on Bellevue Str., Winter Ave and Ives Ave
- Working on water services on Rust Avenue
- Sweeping streets
- Checked and jetted sewers per normal daily and call ins

DPW: PARKS

- Prepped ball fields for games
- Trained seasonal staff
- Checking and setting lights at Hemlock ball field in preparation for softball season that begins Friday the 12th
- Mowed and weed whipped various City properties
- Fertilized the ball fields
- Replaced a backsplash in men's restroom at Hemlock
- Opened bathrooms daily
- Picked up trash downtown, in parks and along White Pine Trail
- Cleaned and maintained City Hall and park public restrooms

MOTOR POOL

- Misc. Vehicles and Equipment:
 - 207 van: replaced battery and a turn signal bulb
 - 209 truck: serviced
 - 221 truck: replaced front drive shaft, front left outer u-joint, hub and brake rotor
 - 301 street sweeper: replaced radiator over flow tank and replaced hydraulic line to dump box.
 - 318 sewer jet: repaired turret safety latch
 - 321 pool pump: serviced and replaced Tung jack. Replaced both battery cables. Set it up at the pool.
- Police & Fire Vehicles:
 - 401: serviced and replaced heater door actuator
 - 403: serviced and performed a 4-wheel brake job
 - 404: serviced and replaced stabilizer bolt kit
 - 405: replaced all 4 brake rotors and pads. Removed most of the police equipment and converted it into the transport car
 - 407: replaced trailer connector and radiator
 - 408: removed from service and started removing police equipment
 - 416: performed a complete brake job and replaced 1 brake caliper

MAIN MAINTENANCE

- MISS Digs
- Performed service line inspections

WATER PLANT

Safety topic: "Keeping Chemical Deliveries Safe"

- Checked generators.
- Ran customer samples.
- Mowed lawns at the plant, Hills of Mitchel Creek, and well field.
- Worked with Chris Bratsis from Thermo Scientific to replace a faulty sensor on the new R.O. unit. This was a warranty repair.
- Adjusted the door on the generator building to close properly.
- Started painting the walls in the Lab.

WASTEWATER PLANT

- The Plant is running well and all 4 aeration basins are still in service. Ferris is now out for the Summer and Plant flows will remain about 40% lower for the season.
- Working with Eric (F&V) to bid out a new 3-year contract for WWTP Biosolids Removal.
- Paula showed Carolyn how to use the purchase order software so we can create and submit our own WWTP purchase orders.
- Performed weekly checks at N. State Str., Waterloo Ste., Novak Lane, Tioga and county lift stations.
- Took west clarifier out of service for cleaning and inspection. After cleaning and vactoring, Dixon Engineering performed an inspection on Tuesday 9th.
- The West Clarifier drive would not re-start. Windemuller Electric diagnosed and replaced a faulty motor control module.
- Once the west clarifier was back in service, the east clarifier was taken out. After cleaning and vactoring, Dixon Engineering performed an inspection on Friday 12th.
- As soon as Dixon submits a preliminary report, we can go out for bid with the Clarifier Painting Project.
- Rotated the screw pumps to change lead / lag operation.
- Two Hach representatives visited the plant, to discuss our lab instrumentation, UVT equipment, and renewal of the annual service contract for both.
- Troy McDonald attended a Lab Microscope Course in Kalamazoo, taught by Doug Hill.
- Fleis & VandenBrink finalized contract documents for us to sign, so Gerace Construction can proceed with the stairway project and Northwest Kent Mechanical can proceed with the digester inlet air piping project.
- Work continues with U.V. channel # 1 bulb replacement and channel maintenance.

Mark Gifford
City Manager