

**CITY OF SOUTH HAVEN  
NORTH SHORE DRIVE RECONSTRUCTION PROJECT  
PROGRESS MEETING MINUTES**

SRF #5602-01

ACI Project No.: 14-0890

December 14, 2016

8:30 a.m.

## Attendees:

Kyle Ellis	Milbocker & Sons
Corey A. Kadow, PE	Abonmarche
Bill Hunter	City of South Haven

## cc:

Brian Dissette	City of South Haven
Larry Halberstadt	City of South Haven
Bob DeOrsey	Republic Services (Reliable Disposal)
Timothy R. Drews, PE, PTOE	Abonmarche
Christopher J. Cook, PE	Abonmarche
Mike Schultz	Abonmarche

## 1. Old Business:

## A. Kal Haven Trail @ Blue Star Highway Project:

1. This project is currently under construction and Blue Star Hwy is closed over the Black River.

## B. Possible elimination of subbase and underdrain from project. Abonmarche recommends removal where the existing subgrade passes for Class II sand.

## C. Newcome Beach Access Stairs – Newcome Beach stairs have been shifted south approximately 3' to avoid a conflict with private improvements that have been constructed within the City's right of way / easement for Newcome Street. Timber planter retaining boxes exist and encroach into the northerly right of way / easement line. Observation deck at the top of the bluff shall remain the larger expanded size as currently shown on the latest construction documents.

D. **Site Cleanup / Winterization:** Prior to demobilizing and moving off site, we must make sure the site is "winter ready" in regards to access, snow plowing, materials/debris removal or placed in another area. Road should be in a good gravel state and driveway aprons relatively smooth.

2. Contractors Submittals:

A. Abonmarche Reviewed Submittals

1. NSD - Sanitary Structures – Approved 08-31-16.
2. MILBOCKER SOUTH HAVEN #1 NORTH SHORE SUBMITTAL PART 1 – Approved 08-31-16.
3. MILBOCKER SOUTH HAVEN #1 NORTH SHORE SUBMITTAL PART 2 – Approved 08-31-2016.
4. Concrete Submittals – Approved 09-20-16.
5. HMA Materials Submittal (Mix Designs) – Approved 09-21-16.
6. Storm Manholes & Catch Basins – Approved 10-25-16.
7. Beach access sign submittal – Approved 11-28-16.

3. Current Progress:

- A. Sanitary sewer & services are complete through north of Ashley Lane (Station 32+75).
- B. Water services are complete through north of Ashley Lane (Station 32+75).
- C. Electrical conduit for GRP/Kent Power is complete for entire project.
- D. Main framework is complete on the stairs at Newcome Beach. Currently working on the treads, and will likely complete decking after the New Year.
- E. Gravel & grading is complete in the Phase II (Dyckman to Brockway) area.
- F. Maintenance gravel and grading work is currently being performed north of Brockway in the Phase III area.

4. Schedule for Next Week:

- A. General site clean-up is happening today.
- B. Maintenance gravel and grading work within Phase III (Brockway to Baseline).
- C. Demobilization planned for the end of this week/first of next week.

5. Staking Needs:

- A. None requested.

6. Pay Estimates:

<b>Pay Estimate</b>	<b>Amount</b>	<b>Cumulative Total</b>	<b>Status</b>
1 - September	\$111,913.06	\$111,913.06	Approved
2 - October	\$321,737.87	\$433,650.93	Approved
3 - November	\$401,261.78	\$834,912.71	Pending Approval 12-19-16
4 - December	TBD	TBD	



7. Change Orders

Change Order	Amount	Cumulative Total	Status
1	\$28,665.45	\$28,665.45	Pending Approval
2	\$4,680	\$33,345.45	Pending Approval
3	\$32,741.25	\$66,086.70	Draft in Process

- A. Change Order No.1 – To Milbocker for approval.
- B. Change Order No. 2 - Balancing (Chop Tree Services).
- C. Change Order No. 3 – Extras & Additional Items of Work.

8. Resident Issues

- A. Carole Peterson (#501 NSD) Replace second curb cut near north edge of property and provide new concrete drive approach.
- B. Existing wall (#330 NSD) appears to have been damaged during the tree removal process. This damage is directly adjacent to a large (37"+ tree that was removed). This item needs attention.
- C. Julie Wood (#234 NSD) has raised concerns about erosion within the ravine just south of her property. Homeowner has requested some rip rap be placed in the eroded area when we do our storm improvement work in that vicinity.
- D. Julie Wood (#270 NSD) has informed us on 10/27/16 that her rental property has had a sewer backup in the basement. Homeowner has been in contact with the City and Abonmarche. This home has two sanitary services and the second one wasn't found until after the issue was brought to our attention. Reconnected on 10/28/16.
- E. Lynn Fedewa (#722 NSD) has stated that her irrigation in the parkway was damaged during tree removal work. City has contacted her and indicated that they repair in the spring.
- F. John Beghin (#260 NSD) has a white picket fence that was damaged during removal of the existing sidewalk. Fence will need to be repaired prior to project closeout.
- G. #277 NSD has had difficulty with garbage pickup. Please relocate trash containers to the nearest side street when the road is not accessible to the garbage trucks.
- H. **Countryside Nursing & Rehabilitation** (#120 Baseline Road) needs to be notified 1-3 days in advance of closures at the Webster/North Shore Drive intersection. This facility has their main entrance off of Baseline Road, but has an employee entrance off of Webster. This entrance is also used for deliveries which happen several times a week. **Christopher had asked when Webster would be blocked when the sewer crew jumps up to Baseline. Abonmarche has indicated that it would likely be after the new year.**
- I. #321 NSD – Water service was turned back on after "winterization" and resulted in water in the basement. The City has provided a list of winterized homes to the Contractor. **Milbocker to put together a letter describing events that took place for the City's files.**



- J. Marilyn Mosher (#771 NSD) – Sidewalk access due to daughter being confined to a wheel chair and school bus pickup. A small section of sidewalk (40' +/-) will be added to connect the existing westerly sidewalk at NSD/Baseline road to the Windsurfer Condos parking lot.
- K. Bruce Linker (#244 Webster) – The City has requested that the property owner replace the chain that was blocking the south end of his driveway. This chain prevents vehicular traffic from using the access easement that connects to Woodbridge Circle to Webster Avenue. With recent rains, soft rutting ground, and buried public utilities within the easement, vehicular traffic is causing damage to private property and could potentially damage underground utilities.
- L. **Julie Wood (#234 NSD & #270 NSD):** Resident is concerned with the level of communication regarding construction activity and access to property. Resident has also requested that her drive approach at both #234 and #270 be widened to help in/out access over the winter.

#### 9. Action Items:

- A. Coordination with the utility companies during pole relocation and underground service work.
- B. Contractor to make sure all materials being submitted which include steel meet the Buy America requirements.
- C. Gas line conflicts along east curb line? City to follow up on this item.
- D. Revised electrical plans came from GRP on 10/18/2016. Significant coordination with Frontier & Comcast needed to make this happen.
- E. Temporary grading permit needed for rip rap work on Julie Wood's property.
- F. Check with other utility companies on the progress schedule for their conduit installation work/progress. **GRP/Kent has scheduled a status update follow-up meeting with the utility companies for 2:00 p.m. today (Wednesday, 12/14/16).**
- G. **City to instruct DPW crews to NOT use salt when snow plowing occurs on North Shore Drive over the winter months.**
- H. **City will be plowing/maintaining the easterly sidewalk along North Shore Drive. The westerly sidewalk will not be maintained over the winter months.**

#### 10. Other Discussions

- A. 3M Marker balls for underground utilities.
- B. Stop Ahead signs will be added to the revised plans for the three legs of the NSD/Dyckman intersection, and the NSD/Baseline intersection. These will be updated on the revised construction plans. **Larry to contact Craig Atwood with the Allegan County Road Commission.**
- C. Electrical conduit will be installed by Milbocker for the GRP/Kent Power portion of the project. ACI inspector will keep track of location, size, and quantity for the City. We should also incorporate this into the record drawings.



D. Newcome Stairs & possible tree removal. Bill Hunter is checking with property owner regarding the potential removal of this tree.

11. Meeting Adjourned:

8:58 a.m.

12. Next Meeting Scheduled:

TBD upon construction restarting

