

VILLAGE OF NORTHPORT
February 2022 Infrastructure Report
for Village Council March 9, 2023 Meeting

Information Update:

1. **Infrastructure Dropbox:** A new packet dropbox has been setup under the Infrastructure Committee section on the web site. Chair Cavendish has direct access to drop files into the folder and it seems to be working well.
2. **Rose Street Culvert:** Committee needs assistance with funding. Needs to either find funding through the budget, or grants, but the project is waiting for funding to move forward.
3. **North Rose Street Surfacing:** N Rose Street will likely be cleaned up and surfaced with gravel this year. DPW has estimated costs to be approximately \$5,000, Chair Cavendish is working to confirm what fund will be needed to complete this work. DPW has requested that the homeowners starting construction on N Rose Street notify the village once all utilities are connected (*water, sewer, electric, gas*), so that the road work isn't immediately damaged by underground utility connections and equipment.

DPW Work in Progress:

4. **Streetlights:** Still a work in progress, two controllers that are not responding. We do not know if Consumers has sent anyone to review yet. DPW Superintendent Holton is still unable to log-in on two of the systems and needs new passwords sent by Consumers.
5. **7th Street Access, Haserot Beach, and South Beach Erosion Management:** Work has not started on any of the areas, but is ready to move forward at both 7th Street Access and South Beach. A plan for erosion repairs at Haserot has been completed and permitting with soil and erosion is in process.
7. **GIS Mapping:** Chris Holton is working on getting an estimate on the cost to have this work completed. Goal is to move forward as soon as possible, but need estimate to approve funding at council.

Committee Work in Progress:

8. **Fourth Street Drainage:** As of last meeting Chair Cavendish was working to get the soil boring results into a public dropbox for review. We now have all documents from Prein & Newhof in the Infrastructure meeting packet dropboxes. We have since received the next aspect of the drainage work plans back. They have not yet been discussed in an Infrastructure meeting, but are available in the Village Council meeting packet for review. The next phase has an estimated cost of \$120,765.00. Infrastructure will discuss the proposed plans and estimate in our next meeting. Council will need to have discussions on funding for this work, once infrastructure committee has reviewed with DPW.
10. **Old Mill Pond:** Since the village council meeting discussion was moved to a meeting after Infrastructure met, the committee again recommended and requested that the discussion and work on Old Mill Pond Dam and maintenance be moved to the Infrastructure Committee. Information available in the Infrastructure minutes or meeting packet. Since the discussion has now been officially moved to Infrastructure, further discussions on maintenance, dredging, and the options for the dam/pond will continue at the next Infrastructure meeting. Trustees asked at the special VC 2/22/23 meeting that the \$13,000 cost for the Village of Northport Dam Alternatives Evaluation by GEI Consultants be included in the CIP fund expenditures for the 2023-24 budget.
11. **Capital Improvement Plan (CIP) Scoring and Compilation:** Chair Cavendish is working to create a CIP list from the Asset Detail review from 2022, so that it can be reviewed and ready for 2023 discussions in July. The hope is that this timeline should allow for a scored list, with reports, to turn over to Planning

Commission by September/October (*at the latest*). This will hopefully allow PC to complete a full village capital improvement plan by November, so it can be turned over to Finance Committee for 2024-25 budgeting work.

12. **Ordinance 57 - Sidewalks - Repeal and Replace:** After committee discussion, Chair Cavendish is working on a new draft ordinance to replace the existing sidewalk ordinance. Currently the ordinance leaves public sidewalk snow and ice removal to the property owners. Discussion in committee with DPW has concluded that this should be replaced with an ordinance that places the responsibility with the village DPW. Chair Cavendish will be using mml (*Michigan Municipal League*) sample ordinances as a guide, and will then request that the village attorney review and advise. Once the process is complete the committee is planning to present to council for adoption.
13. **Water Rates:** At our previous meeting the committee discussed with all DPW staff the water rates and battery replacement costs. The committee is going to draft a rate increase & battery fee schedule to review next Infrastructure meeting. It is our hope that we can have this discussion complete and ready to present to council for approval sometime in the next three months, so that the rate increase can take effect in July 2023 (*one year from the rate increase last July 2022*).

Council Discussion or Action Needed:

14. **Grant Writer Assistance:** Infrastructure committee would like to request discussion on hiring assistance for grant work, either through a shared staffing arrangement with Leelanau Township, or another avenue if necessary. Grant research and writing is beyond the time or skills of trustees, but is a necessary step to effectively maintain our infrastructure systems. We currently have Rose Street and the 4th Street Culvert/Drainage Work that need help with funding and a very large asset/CIP list with many more additional infrastructure projects in need of attention as soon as possible.
15. **M201 Jurisdictional Discussion:** Chair Cavendish has compiled all the current available M201 transfer data into a report for council to review and discuss. Leelanau County Road Commission is willing to review and give their feedback on the discussion, but recommended prior to discussions with them that we get a cost analysis of repairs or replacement of the Northport Creek box culvert (*not because it is needed now, but so the cost of that culvert is considered in the discussion of jurisdictional transfer*). The committee is therefore presenting Chair Cavendish's report to review, consider, and discuss if the council is interested in pursuing further. Report available in the Village Council meeting packet.