



## Internal Memo

April 8, 2015

TO: Mayor and City Council  
FROM: Carrie A Pierce, Director of Administrative Services  
SUBJECT: April Information Update

A handwritten signature in blue ink that reads "Carrie".

1. Spring Clean-up Day - The annual Spring Clean-Up Day will be held on Saturday April 25, 2015 from 8 a.m. until noon at the Public Works Garage at 1174 E. Mt. Garfield Road. Refuse, batteries, computer equipment, scrap metal, appliances and any useable items will be collected. Attached is a copy of the postcard sent to all residents of Norton Shores.

2. Personnel Promotions - Please help me congratulate the following employees on their recent promotions:

Mike Kasher was promoted to Police Lieutenant on February 1, 2015. Lt. Kasher has been with the Norton Shores Police Department since November 1991.

Brandon Poel was promoted to Police Lieutenant on February 1, 2015. Lt. Poel has been with the department since August 2001.

Gerald Mack was promoted to Sergeant on February 15, 2015. Sgt. Mack has been with the department since September 1998.

Jacob Fulton was promoted to Corporal on February 15, 2015. He has been with the Police Department since August 2012.

Collette DeBlock will begin working as a full-time Clerk II in the Police Department with the retirement of Kari Selby the end of May. In the meantime, she is working half days in the Police Department being trained and continuing to work half days in the City Clerk's office helping with the election.

3. Hunter Safety Program - The Hunter Safety Program is scheduled from Wednesday April 15 through Saturday April 18, 2015. Attached is a flyer with details of the program.

4. Water Changeover - This is a reminder that the water changeover will occur on Wednesday, April 15. The transmission water main beginning at the Muskegon Filtration Plant and connecting to the existing transmission main on Seminole Road coming from the Muskegon

Heights Filtration Plant is installed, tested and ready to be put into service. In fact, the new 36" main has been put into service from Seminole Road to Lincoln Street at Norman Street utilizing water from Muskegon Heights. Additionally, the new pumps at the Muskegon Filtration Plant to serve the regional system are installed and have been tested. While there is still some work remaining to complete the planned improvements, everything that is necessary for the changeover in the water supply is in place and ready to go. The plan is to slowly transition from the Muskegon Heights water supply to the Muskegon water supply beginning on April 15 at 9:00 a.m. It is expected that this transition will be seamless to the users.

5. Muskegon Area Medication & Sharps Collection - On Saturday, April 18, 2015, Norton Shores will host a Medication & Sharps collection site at Fire Station #3 at 1100 E. Pontalunna Drive. See attached flyer for more information.
6. Annual Consumer Confidence Report -The report has been completed and a message will be added on the next three water bills on where to obtain a copy of the report. The first notice will be going out on Friday. A copy of the report has been attached for your convenience.
7. Council Requests List - Attached is a revised list for City Council's information.



**Spring Clean-Up Day** City of Norton Shores Residents Only  
**Saturday, April 25, 2015 8 am – 12 noon**

DPW Facility at 1174 E. Mt. Garfield Road



For detailed information on acceptable items, call 231-799-6803 or 231-798-2156 or visit our website at [www.nortonshores.org](http://www.nortonshores.org)

We will be collecting refuse, used batteries, computer equipment, scrap metal, appliances and usable items.

 **SPRING CLEAN-UP DAY**



City of Norton Shores 4814 Henry Street Norton Shores, MI 49441

PRSRT. STD.  
US POSTAGE  
**PAID**  
GRAND RAPIDS, MI  
PERMIT NO. 657



Get current City News  
at [www.nortonshores.org](http://www.nortonshores.org)

**Saturday, April 25, 2015 8 am – 12 noon**

 **SPRING CLEAN-UP DAY**

# Norton Shores Police Department Hunters Safety Program

**Location:**  
Norton Shores City Hall  
4814 S. Henry st  
Muskegon, MI 49441

**Day 1**  
Wednesday  
April 15, 2015  
5:30pm - 9:00pm

**Day 2**  
Thursday  
April 16, 2015  
5:30pm - 9:00pm

**Day 3 - Optional**  
Friday  
April 17, 2015  
5:30pm - 9:00pm  
Bowhunter Education Only

**Day 4**  
Saturday  
April 18, 2015  
8:00am - 2:00pm

*Lunch provided*

**No Cost to Participants**

**Questions?**

**NSPD**  
231-733-2691

This course is designed to increase understanding and competency with the hunters safety requirements for the State of Michigan.

Participants must review and study the required workbooks **AND attend all sessions** in order to obtain a hunter education certificate. This includes attendance on Wednesday, Thursday and Saturday - *No Exceptions*.

Participants will also have an opportunity to attend International Bowhunting Education Program (IBEP) on Friday evening of this series. This is a combined course therefore, to attend the IBEP you must attend all four days.

**Day One: Classroom & Lecture**

**Day Two: Classroom & Lecture**

**Day Three: Bowhunting Education ONLY**

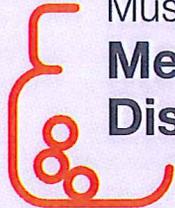
**Day Four: Field Day and Hunters Safety Test**



### Registration Information:

Registration must be in person at the Norton Shores Police Department at 4814 S. Henry Street. Children under twelve years **MUST** be accompanied by an adult during all sessions.

*This course is provided at no cost, however a \$20 fee will be assessed to families who fail to cancel within 10 days of the course start date. Typically, we have a waiting list for our Hunters Safety Program so failure to cancel denies others from taking this course.*



Muskegon Area  
**Medication  
Disposal Program**

*In coordination with Muskegon County's  
Household Hazardous Waste Program*

# MEDICATION & SHARPS COLLECTION

//////////////////// **FREE** //////////////////////

Drop off your unused or expired medications for proper disposal. Properly disposing of your unused medications, both over-the-counter and prescription, reduces risk of accidental poisoning, environmental contamination, and misuse. Be sure to mark out patient information prior to drop off.

Sharps will be accepted in appropriate containers.

**Saturday, April 18, 2015**  
**9 a.m. to 1 p.m.**  
**Norton Shores Fire Department**

**1100 E. PONTALUNA ROAD  
NORTON SHORES, MI 49441**

To learn more, visit us at [www.mamdp.com](http://www.mamdp.com) or call Carrie Uthe at 231-672-3882 or Laura Fitzpatrick at 231-672-3201. A daily medication take-back program is also available, with locations listed on our website.

*Become a fan and join the conversation on Facebook.*

**COALITION MEMBERS:**

*Affinia Health Network  
City of Muskegon Police  
Department  
Health Project  
Mercy Health and  
Mercy Health Pharmacy  
Muskegon County Public  
Works – HHW Program  
Muskegon County  
Sheriff's Office*

**COMMUNITY PARTNERS:**

*CALL 2-1-1  
City of Muskegon  
City of Norton Shores  
Coalition for a Drug Free  
Muskegon County  
MDCH – Lakeshore  
Regional Partners  
Muskegon County  
Muskegon Fire Department  
Norton Shores Fire  
Department  
Norton Shores Police  
Department  
Public Health –  
Muskegon County  
Senior Resources*

**SHARPS SPONSOR:**

*Hospital Network  
Healthcare Services*



# ANNUAL CONSUMER CONFIDENCE REPORT

DEPARTMENT OF PUBLIC WORKS  
WATER AND SEWER DIVISION

*Derek Gajdos, Superintendent*  
**2014 Report**

We are pleased to present you with the Annual Drinking Water Quality Report. This report is designed to inform you about the quality of the water delivered to you every day. Our constant goal is to provide you with a safe and dependable supply of drinking water. We want you to understand the efforts we make to continually improve the water treatment process and protect our water resources. We are committed to ensuring the quality of your water. Our water source is the City of Muskegon Heights which treats water from one of the highest quality surface water sources in the world, Lake Michigan. The City of Norton Shores used over 929 million gallons of water in 2014.

Last year, as in years past, your tap water met all Environmental Protection Agency and State drinking water health standards. The Muskegon Heights Filtration Plant and the Norton Shores Water Division vigilantly safeguards its water supply. We are pleased to report that our drinking water meets and exceeds Federal and State requirements.

This report is designed to give you detailed information which will assure you of the quality of your drinking water.

If you have any questions concerning this report or your water utility, please contact Water Superintendent, Derek Gajdos, at (231) 799-6804. We want our valued customers to be informed about their water utility. If you want to learn more, please stop in our office, located at the Norton Shores City Hall, 4814 Henry Street.

The Muskegon Heights Filtration Plant and the Norton Shores Water Division routinely monitor for contaminants in your drinking water according to, and in excess of, Federal and State laws. The following table shows the results of our monitoring for the period of January 1, 2014 through December 31, 2014. All drinking water, including bottled drinking water, may be reasonably expected to contain at least small amounts of some contaminants. It's important to remember that the presence of these contaminants does not necessarily pose a health risk. It is just as important to understand that a contaminant, as defined in this report, includes natural elements and compounds as well as man-made compounds manufactured every day, many of which we all use in our daily activities. Even distilled water is not "pure" water because most distilled water has very small quantities of "contaminants".

More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

## What does all of this mean?

MCL's are set at very stringent levels. To understand the possible health effects described for many regulated constituents, a person would have to drink 2 liters per day for a lifetime to have a one-in-a-million chance of having the described health effect.

Some people may be more vulnerable to contaminants in drinking water than the general population. Immune-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbiological contaminants are available from the Safe Drinking Water Hotline 1-800-426-4791.

The Department of Environmental Quality 2003 Source Water Assessment is completed. A copy of our Source Water Assessment Plan is available by contacting City of Norton Shores Water and Sewer Division at (231) 799-6804.

The source of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material can pick up substances resulting from the presence of animals or from human activity.

In our continuing efforts to maintain a safe and dependable water supply, it may be necessary to make improvements in your water system. The costs of these improvements will be reflected in the rate structure. Rate adjustments may be necessary in order to address these improvements.

Thank you for allowing us to continue providing your family with clean, quality water this year.

In order to assure that tap water is safe to drink, the EPA prescribes regulations which limit the amount of certain contaminants in water provided by public water systems. Food and Drug Administration regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

## Consumer Awareness of Lead

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with home plumbing. City of Norton Shores is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential of lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

Please call our office at (231) 799-6804 if you have questions.

*In the following table you will find many terms and abbreviations you might not be familiar with. To help you better understand these terms we've provided the following definitions.*

Contaminants that may be present in source water include:

- **Microbial contaminants**, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations and wildlife.
- **Inorganic contaminants**, such as salts and metals, which can be naturally occurring or can result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.
- **Pesticides and herbicides**, which may come from a variety of sources such as agriculture and residential uses.
- **Radioactive contaminants**, which are naturally occurring or a result of oil and gas production and mining activities.
- **Organic chemical contaminants** (including synthetic and volatile organic chemicals) which are by-products of industrial processes and petroleum production and can also come from gas stations, urban stormwater runoff, and septic systems.

- **Not- Detected (ND)** - laboratory analysis indicates that the contaminant is not present.
- **Parts per million (ppm) or Milligrams per liter (mg/l)** - one part per million corresponds to one minute in two years or a single penny in \$10,000.
- **Parts per billion (ppb) or Micrograms per liter** - one part per billion corresponds to one minute in 2,000 years or a single penny in \$10,000,000.
- **Picocuries per liter (pCi/L)** - picocuries per liter is a measure of the radioactivity in water.
- **Nephelometric Turbidity Unit (NTU)** - nephelometric turbidity unit is a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.
- **Action Level (AL)** - the concentration of a contaminant which, if exceeded, triggers treatment of other requirements which a water system must follow.
- **Treatment Technique (TT)** - A treatment technique is a required process intended to reduce the level of a contaminant in drinking water.
- **Turbidity** - is a measure of the cloudiness of the water. We monitor it because it is a good indicator of the effectiveness of our filtration system.
- **Maximum Contaminant Level (MCL)** - The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **Maximum Contaminant Level Goal** - The "Goal" (MCLG) is the level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **Maximum Residual Disinfectant Level Goal (MRDLG)** - The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **Maximum Residual Disinfectant Level (MRDL)** - The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.



**2014 Table of Contaminants**  
Regulated Monitoring at Treatment Plant

SUBSTANCE	UNITS	RANGE OF LEVELS DETECTED	HIGHEST LEVEL DETECTED	HIGHEST LEVEL ALLOWED MCL OR TT	IDEAL LEVELS MCLG	VIOLATION OR NUMBER OF SAMPLES EXCEEDING MCL	POSSIBLE SOURCES OF CONTAMINANT
Turbidity 2014	NTU	0.03 - 0.12	0.12	TT=1	n/a	0	Soil runoff, lake sediment
Total Organic Carbon	ppm	1.22 - 1.69	1.69	TT	n/a	0	Naturally present in the environment
Fluoride	ppm	0.00 - 0.90	0.90	4.00	n/a	0	Added to promote strong teeth
Barium	ppm	0.00 - 0.02	0.02	2.00	n/a	0	Soil runoff, erosion, natural deposits

**Regulated Monitoring in the Distribution System**

SUBSTANCE	UNITS	RANGE OF LEVELS DETECTED	HIGHEST LEVEL DETECTED	HIGHEST LEVEL ALLOWED MCL OR TT	IDEAL LEVELS MCLG	VIOLATION OR NUMBER OF SAMPLES EXCEEDING MCL	POSSIBLE SOURCES OF CONTAMINANT
Total Trihalomethanes	ppb	20-78	78	80	n/a	0	By-product of drinking water chlorination
Haloacetic Acids	ppb	9.6-39	39	60	n/a	0	By-product of drinking water chlorination
Chlorine	ppm	0.83-1.60	1.60	4	n/a	0	Drinking water chlorination

**Regulated Monitoring in the Customer's Tap**

SUBSTANCE	UNITS	RANGE OF LEVELS DETECTED	90 <sup>th</sup> PERCENTILE	HIGHEST LEVEL ALLOWED MCL OR TT	IDEAL LEVELS MCLG	VIOLATION OR NUMBER OF SAMPLES EXCEEDING MCL	POSSIBLE SOURCES OF CONTAMINANT
Copper** 6-2014	ppb	0-119	44	1300	1300	0	Corrosion of household plumbing & erosion of natural deposits
Lead** 6-2014	ppb	0-8	0	15	0	0	Corrosion of household plumbing & erosion of natural deposits

**Unregulated/Special Monitoring**

SUBSTANCE	UNITS	RANGE OF LEVELS DETECTED	HIGHEST LEVEL DETECTED	HIGHEST LEVEL ALLOWED MCL OR TT	IDEAL LEVELS MCLG	VIOLATION OR NUMBER OF SAMPLES EXCEEDING MCL	POSSIBLE SOURCES OF CONTAMINANT
Sodium 2013	ppm	n/a	10	n/a			Erosion of natural deposits. Ice and snow removal
***Chlorate							Results of monitoring are available upon request
*** Hexavalent Chromium							Results of monitoring are available upon request
*** Total Strontium							Results of monitoring are available upon request
*** Total Vanadium							Results of monitoring are available upon request
*** Total Molybdenum							Results of monitoring are available upon request

**Microbial Monitoring**

SUBSTANCE	UNITS	NUMBER OF POSITIVE SAMPLES DETECTED	HIGHEST LEVEL ALLOWED MCL OR TT	IDEAL LEVELS MCLG	VIOLATION OR NUMBER OF SAMPLES EXCEEDING MCL	POSSIBLE SOURCES OF CONTAMINANT
Total Coliform Bacteria	each	0	Less than 1 positive monthly sample or less than 5% of monthly samples positive	0	0	Naturally present in the environment
Fecal Coliform and E. coli	each	0	Routine and repeat sample total coliform positive, and one is also fecal or E. coli positive	0	0	Human and animal fecal waste

\*\*Results computed using the 90<sup>th</sup> percentile level. Monitoring period October 1, 2011-September 30, 2014

\*\*\* Unregulated contaminants are those for which the EPA has not established drinking water standards. Monitoring helps EPA to determine where certain contaminants occur and whether it needs to regulate those contaminants.

## City Council Requests – April 2015

Date Requested	Requested By	Received Via	Request	Action Taken	Date Completed	Completed By
04/2013	Council Member Beecham	Council Meeting	Look into regulating “donation boxes” that are popping up in business parking lots.	Staff is researching what other cities are doing to manage the drop boxes and also observing installations of drop boxes to determine if the practice is growing. Staff is also reviewing pending legislation regarding what local government can and cannot do to manage the drop boxes.	Pending	Administrative Services Director
03/25/14	Council Member Jurkas	Email	Reconsideration of Rental Inspection Program.	City Attorney was asked to research and render a legal opinion. He presented options to the City Council at the April 22 work session.	Pending	City Attorney
03/24/15	Council Member Ostrom	Verbal	Request via a resident to study the speed limit on Sternberg Road between Grand Haven and Martin Roads.	Staff will perform a speed study in this area. It should be noted that previous work had been initiated by staff based on their own observations.	Pending	Public Works Director and Police Chief

\*Revisions since the last update are highlighted