



GENERAL SERVICES COMMITTEE
420 N. Front St.
Suttons Bay, MI 49682
Tuesday October 7, 2025, 2025 at 8:30 am

AGENDA

Call to Order

1. Reports (staff)
 - a. DPW Director Report
2. Public Comments____
Please limit remarks to no more than three (3) minutes or less.
3. Committee Business
 - a. VSB-2025-28 St Mary's Street Drainage
4. Status Update – Other Committees
 - a. VSB-2025-State of Michigan Waterways Increase
5. Public Comments/Written Communication
6. Committee Member Comments
7. Announcements
8. Adjournment

		DEPARTMENT OF PUBLIC WORKS REPORT DPW -2025- 01	
Prepared:	Oct 3, 2025	Pages:	1
Meeting:	Oct 6, 2025	Attachments:	☒
Subject:	DPW Updates		

GENERAL SERVICE HIGHLIGHTS

Sidewalk replacement on Elm St has been completed. Preparations for repaving of Elm between Broadway and First St are next. Stormwater grate will need to be adjusted to meet new road grade.

Tree stump grinding and restoration was completed recently.

Tree trimming is underway in alleys and sidewalk areas.

Monday curbside pickup has ended, bulk leaf pickup will be announced by robo-call this fall.

UTILITY HIGHLIGHTS

Leaking water service was repaired at St. Michaels church. This was discovered during DSMI inspections in conjunction with adjusting valve boxes for upcoming street paving.

New service line install coming up at Dalzell's after closing for the season. This will count as a lead service line replacement once completed. Coordinating with contractor and MDOT for permitting currently.

We have started cleaning the grit and other materials out of the North Aeration Basin at the plant so that air diffusers repairs and liner inspections can take place. Estimated 3 days of removal remaining for completion.

Water chlorination is starting and hydrant flushing to follow this week.

		VILLAGE OF SUTTONS BAY	
		REPORT VSB -2025-28	
Prepared:	October 1, 2025	Pages:	1 of 1
Meeting:	October 7, 2025	Attachments:	☐
Subject:	On Street Parking – St. Marys Street		

PURPOSE

To further discuss the isolated St. Mary's Street water runoff concern.

BACKGROUND

Several years ago, the Village embarked on a mission to provide additional on street parking in various areas of our community. In doing so, the decision was made to eliminate the grass buffer strip between the roadway and sidewalks, that acts as zone of infiltration for street water runoff. In some cases, these areas were converted decades ago and have for the most part continued with limited concern. However, in other areas they apparently are no longer able to contain the runoff. In this particular case, a small section of St. Mary's Street has generated isolated, yet consistent complaints.

On April 8, 2025, this committee reviewed three design scenarios to begin the discussion on this section of on street gravel parking. From a short-term solution perspective, the committee agreed that the most cost-effective short-term solution would be to convert the perpendicular parking area to parallel parking. Although this may be an inconvenience to some, it would essentially match the parallel parking configuration along St. Marys Street. To clarify, the committee did state that once we venture into the waterline replacement project, they would like to see a long-term solution for this area.

STAFF COMMENT

Staff has periodically observed this area when rain was present and although observations have resulted in limited concern, variables are present to suggest a runoff issue could occur during higher volume rainfalls. The area of gravel spans approximately 200 feet, however the area of complaint is isolated to an area of approximately 60 feet in length.

We are of the opinion that we could limit the scope to the 60 ft stretch, rather than re-engineering the entire 200' section of gravel parking. Although this review may seem redundant to April's meeting, concentrating on the isolated 60' area seems significant enough for a new discussion.

ACTION REQUESTED

Discussion.