2020 Michigan Winter Operations Conference

Day 1 – Tuesday, October 13th
LTAP Winter Operations Conference

Working with “New Challenges” in the Workforce

Matt Wiktorowski
City of Novi

Duane Poole
Bloomfield Township
What Now!
Budget Impacts  Uncertainty!!

• Will operations be suspended on low ADT roadways?

• How much of your Act 51 allocation makes up your budget.
  • Based on Gasoline Sales

• Housing market doing well
  • Property tax’s - so far so good

• Contractual obligations to buy salt
  • Penalty?

• Contractual obligations for staffing
  • If there are layoffs do your drivers get bumped?

• What is your community’s rainy-day fund look like?
Staffing Impacts

- Layoffs
- Not Filling Vacancies
- Retirement Incentives

You’re the team that makes the difference!!!!

What makes the most sense?
**Covid-19 Statistics**

### Daily new cases

![Graph showing daily new cases](image)

### Cumulative cases

![Graph showing cumulative cases](image)

### Michigan cases

<table>
<thead>
<tr>
<th></th>
<th>Confirmed</th>
<th>Deaths</th>
<th>Recovered</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Confirmed</strong></td>
<td>149,464</td>
<td>7,221</td>
<td>-</td>
</tr>
<tr>
<td><strong>Deaths</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Recovered</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**See less:**

Data is collected from multiple sources that update at different times and may not always align. Some states may not provide complete county-level info.

<table>
<thead>
<tr>
<th>County</th>
<th>Confirmed</th>
<th>Deaths</th>
<th>Recovered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wayne</td>
<td>28,900</td>
<td>3,008</td>
<td>-</td>
</tr>
<tr>
<td>Oakland</td>
<td>21,878</td>
<td>1,220</td>
<td>-</td>
</tr>
<tr>
<td>Macomb</td>
<td>16,156</td>
<td>1,046</td>
<td>-</td>
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<tr>
<td>Kent</td>
<td>11,274</td>
<td>1,72</td>
<td>-</td>
</tr>
<tr>
<td>Genesee</td>
<td>5,297</td>
<td>313</td>
<td>-</td>
</tr>
<tr>
<td>Washtenaw</td>
<td>4,605</td>
<td>126</td>
<td>-</td>
</tr>
</tbody>
</table>

![City of Novi logo](image)
Am I Being as Safe as Possible

Outside of work too?

COVID-19

You have a duty of care
PROTECT YOUR EMPLOYEES
Precautions – Keep Your Co-Workers Safe!

Wash your hands often

- **Wash your hands** often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.

- It’s especially important to wash:
  - Before eating or preparing food
  - Before touching your face
  - After using the restroom
  - After leaving a public place
  - After blowing your nose, coughing, or sneezing
  - After handling your mask
  - After changing a diaper
  - After caring for someone sick
  - After touching animals or pets

- If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol**. Cover all surfaces of your hands and rub them together until they feel dry.

- **Avoid touching your eyes, nose, and mouth** with unwashed hands.
Daily Questionnaire

Daily Operational Changes:

- Separate Trucks
- Alternate Lunch Space
- Masks
- Social Distancing
- Department SOP’s
- Training

Self-Screening Tool for COVID-19 Disease

If you are sick, you should not be at work. Complete this worksheet before entering work place.

Name: ___________________________ Date: __________

Department Reporting to_________________________ Time: __________

Answer the following questions:

1. Do you now, or have you in the last 72 hours had a fever? YES/NO
   Temperature_________ at time of reporting. If “YES”, notify your Supervisor.
   (Temperature of 100.4 degrees Fahrenheit).

2. Do you have any of the following symptoms?
   a. Cough? (excluding chronic cough tied to a known medical reason other than COVID-19); or
   b. Shortness of breath; or
   c. At least two of the following symptoms: chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell and/or diarrhea (excluding diarrhea due to a known medical condition), and extreme fatigue
   YES/NO If “YES”, notify your Supervisor.

3. Have you had close* contact with anyone diagnosed with COVID-19 in the last 14 days? YES/NO If “YES”, notify your Supervisor.
   *See definition of “close contact” on back

4. Have you traveled internationally OR domestically in the last 14 days? YES/NO If “YES” Destination _______ Dates _______.
   *CDC advises increased exposure risk due to travel. Visit Oakland County’s website for resources for testing.
   www.oakgov.com/nov19

If you answered “YES” to screening questions 1-3 above you are excluded from entering the workplace until:

a. At least 10 days since symptoms first appeared and
b. At least 24 hours with no fever without fever-reducing medication and
   c. Symptoms have improved
   d. Able to provide a negative test result for COVID-19
   e. You should stay home for 14 days after close contact with a person who has COVID-19

Contact your supervisor, health care provider, and Human Resources.

It is the responsibility of each employee completing this form to submit to their supervisor or Department Director after completion.

Employee signature_________________________

This form is to comply with State of Michigan Executive Order/ CDC Guidelines
Community Reference

What's OPEN in Novi?

CIVIC CENTER CAMPUS
Departments are staffed from 8am-5pm Monday-Friday.
City services are available online at cityofnovi.org or via phone: (248) 347-6460

ASSESSING: (248) 347-0485

CITY CLERK: (248) 347-0456
Online services available. Alternative applications/audits can be placed in the dropbox in the south parking lot.
Passport and notary services are suspended.

COMMUNITY DEVELOPMENT: (248) 347-0415
Fully operational and inspections may be scheduled online.

ECONOMIC DEVELOPMENT: (248) 347-0445
Fully operational.

PARKS, RECREATION & CULTURAL SERVICES: (248) 347-6400

PUBLIC SAFETY (248) 347-0504
Animal control, parking
Police reports when online; tickets can be handled over the phone.

PUBLIC WORKS/WATER UTILITY (248) 735-5640
Fully operational.

TREASURY: (248) 347-0444
Payments can be made by placing a check in the dropbox located in the rear of the Civic Center. The drop box is located on the west side of the Civic Center Drive. For more information, visit cityofnovi.org or call (248) 347-6400.

PARKS AND RECREATION
Park amenities availability is listed below.

PLAYGROUNDS
SPORTS FIELDS/COURTS
Sports must follow CDC guidelines of 100 people or less gathered when outdoors.

TRAILS
RESTROOMS
Open at Olde Mill Pavilion Park, Rotary Park, Park, Branch Park, and TCC Community Sports Park.
South Shortheath bathrooms, softball softball field, bathrooms and maintenance garage.

SHELTER RENTALS

DOG PARK
ICE ARENA

cityofnovi.org
Winter Operations Communication

Snowfall Less Than Three Inches in Depth

City Major and County Roads—200 lane miles that are traveled by most of the vehicular traffic, as well as emergency vehicles. These 200 lane miles of roadway are divided into five routes that are plowed and de-iced on an as-needed basis 24 hours per day, seven days per week through the duration of the storm. Attention is given to all five routes concurrently until bare pavement is achieved.

Local roads—312 Lane miles of local, and neighborhood streets are plowed and/or spot de-iced (liquid or granular) on an as-needed basis during regular business hours, Monday through Friday, at the conclusion of the storm, unless otherwise deemed necessary by the Director of Public Works.

Snowfall of Three or More Inches Throughout the City of Novi

City Major and County Roads—200 lane miles that are traveled by most of the vehicular traffic, as well as emergency vehicles. These 200 lane miles of roadway are divided into five routes that are plowed and de-iced on an as-needed basis 24 hours per day, seven days per week through the duration of the storm. Attention is given to all five routes concurrently until bare pavement is achieved.

Local roads—312 miles of local streets are plowed curb to curb and spot de-iced (liquid or granular) at the end of the storm, once the major road routes have been returned to a safe, travelable condition.

Should weather conditions deteriorate during local road clearing operations, causing the major roads to become unsafe, local street operations will be suspended until the major roads can be returned to safe travel conditions: recognizing that this type of winter weather event could require additional days to return all City streets to normal operation.
NOTICE - CITY OF NOVI
INVITATION TO BID

SNOW REMOVAL SERVICES –
CITY STREETS & MUNICIPAL SITES

The City of Novi will receive sealed bids for Snow Removal Services – City Streets & Municipal Sites according to the specifications of the City of Novi.

A mandatory pre-bid meeting will be held Thursday, August 20, 2020, at 3:00 P.M. at the Novi Civic Center, 45175 Ten Mile Rd., Novi, MI 48375.

Sealed bids will be received until 10:00 A.M., prevailing Eastern Time, Wednesday, September 2, 2020 at which time bids will be opened and read. Bids shall be addressed as follows and delivered to:

CITY OF NOVI
FINANCE OFFICE
45175 Ten Mile Rd.
Novi, MI 48375-3024