
REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, SEPTEMBER 8, 2008, AT 6:30 P.M. IN THE COUNCIL CHAMBER OF CITY HALL.

COMMITTEE OF THE WHOLE

Attending the Committee of the Whole meeting held at 5:00 p.m. were Councilpersons Gregory Branch, Larry Coulouris, Daniel Fitzpatrick, Amanda Kitterman-Miller, Amos O'Neal, Bill Scharffe, Paul Virciglio, Andrew Wendt and Mayor Joyce Seals. During the Committee of the Whole, Tom Fancher, City Attorney, reviewed the existing authority and role of the City Planning Commission in land use decisions.

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PRAYER AND PLEDGE OF ALLEGIANCE

Police Chaplain Richard Popard offered a prayer and led the pledge of allegiance.

ROLL CALL

Mayor Joyce Seals called the meeting to order. The following Councilpersons were present: Gregory Branch, Larry Coulouris, Daniel Fitzpatrick, Amanda Kitterman-Miller, Amos O'Neal, Bill Scharffe, Paul Virciglio, Andrew Wendt and Mayor Joyce Seals-9.

PUBLIC HEARINGS

City Clerk Diane Herman announced the public hearing on the request from Prints Plus, Inc. for an Industrial Facilities Exemption Certificate at 2301 N. Michigan Avenue. Tom Miller of Saginaw Future spoke in favor of the application and requested Council's support. Mayor Seals called for additional comments three times. No one else was heard.

Councilman Coulouris moved to declare the hearing closed.
Adopted unanimously.

PERSONAL APPEARANCES

Earl Jesse, 310 S. Harrison, said the City has had several fights with HUD over the years, the halfway house across from City Hall, the fair grounds property and now the new halfway house on Norman Street.

John Acklin, 3122 Fulton, said he's been complaining about a blight house on Fulton Street for 8-10 years. He's been told it's on the list but questioned when the City was going to address it. Said cars are parking too close to the corner on Jefferson and Owens causing a site obstruction.

Katherine Latimore, 36 Geneva Ct., spoke on behalf of the Northeast Saginaw Association. Said the City promised there would be a fence around the halfway house and questioned when it was going to be installed. Also complained the street sweepers never sweep Norman Street and the weeds were too tall on the railroad tracks.

Alfonzie Smith, 2222 S. 23rd, mentioned City crews cutting five vacant lots near Central Middle School. Commended the volunteers who went behind the City and gave the grass a second cut. Said he was happy to see baseball back at Hoyt Park. Believes there should be satellite stores on East Genesee in the Downtown area.

REMARKS OF COUNCIL

Councilman Wendt thanked the City Manager and City Attorney for the informative Committee of the Whole meeting explaining the roles of City Council and the Planning Commission. Inquired about the status of the traffic study near Adams Boulevard. (*City Manager Darnell Earley advised Engineering was currently working on the matter.*) Said he was happy to support Prints Plus, Inc. Questioned whether the original specifications for the halfway house included a fence, and would it cover the whole property. (*City Manager Darnell Earley said the site plans would be the determining factor.*) Congratulated the Fire Department for celebrating their Sesquicentennial.

Councilman Branch also questioned the fence for the halfway house. Mentioned he attended the Fire Department Sesquicentennial Celebration. Said it was a beautiful day and a great event. Said he learned a lot about how the Fire Department works with other departments and first responder agencies.

Councilman O'Neal commended Mrs. Latimore for her work in her neighborhood and the recent event they held. He assured her the City would address her issues. Welcomed the new Employee Services Director, Dennis Jordan. Gave kudos to the Code Enforcement Team for their aggressiveness in tackling the City's blight. Said it's good to have an additional mechanism in place. Mentioned that he is interested in pursuing the "Adopt a Lot" program. Would like to eliminate any inhibitors so the program could begin next spring. Said he knows there are already citizens who have adopted lots but they should be acknowledged.

Councilman Fitzpatrick expressed his appreciation for the Committee of the Whole session. Thanked Tom Miller for his work with Saginaw Future. Requested the status of several addresses on W. Genesee that had been on the demolition list for some time. Questioned what happens when a home on the DBO list or in the Land Bank goes up for public auction. Suggested the City use Round Up as a means to address the tall grass issue. He understands Detroit has been using herbicides. Also suggested the City contact companies and see if they would be interested in adopting an adjacent lot. (*City Manager Darnell Earley advised the Public Services Director would look into herbicides and adopting a lot and address it through next year's budget process.*)

Councilwoman Kitterman-Miller asked if the City Attorney had obtained additional information on what could be done with railroad crossings. (*City Attorney Tom Fancher said he would provide a memo at the next meeting.*) She thanked the SCENIC team for the great job they are doing. Mentioned the Covenant Neighborhood blitz and said it was a result of the cooperative effort between Dow, Habitat, the Fire Department, the SCENIC team, corporate sponsors and many volunteers. Said the neighborhood looks great.

Councilman Scharffe thanked the City Attorney for the informative Committee of the Whole briefing on Planning and Zoning. Agreed there are traffic issues on Adams Blvd. and Congress due to the new school. Announced a Japanese Festival planned for Sunday, September 14th. Said he was happy to hear about the weed control and plans for new ideas next spring. Requested the City Manager hold a closed session for an update on union contract negotiations.

Councilman Viriglio congratulated Katherine Latimore, the Northeast Saginaw Neighborhood Association and volunteers for the improvements to Unity Park.

Mayor Seals said she was happy to be a part of the 150th year Celebration for the

Fire Department. Believes the Fire Department is taken for granted but when citizens call upon them, they are there. Commended them for being involved with the Code Enforcement Team. Gave some history on the Fire Department, which included the establishment of a volunteer Fire Department in 1858 and the first career personnel in the 1880's. Confirmed with the City Attorney that it was not the City's responsibility to maintain the weeds near the railroad tracks. Mentioned the City crews cut 902 properties between May and June. The City would like to cut more but do not have the personnel or equipment. Said she hopes the New Year brings new methods to address the issue. Advised the City Manager that members of the Northeast Saginaw Neighborhood Association would like to meet with him.

PETITIONS

- 08-27 from Mistequay Group LTD, 1212 N. Niagara Street, requesting a 50%, 12-year personal property tax abatement.
Councilman Scharffe moved to receive and file the request.
Adopted unanimously.
Mayor Seals referred the matter to the City Manager and announced a public hearing on the petition would be held September 22, 2008 at 6:30 p.m. in City Hall Council Chamber.
- 08-30 from Lynn Tattershall, 12001 Tech Center Drive, Livonia, MI, requesting transfers of the Exemption of New Personal Property and Industrial Facilities Tax Exemption Certificate #97-386 from Delphi Automotive, LLC to TRW Integrated Chassis Systems, LLC.
Councilman Virciglio moved to receive and file the request.
Adopted unanimously.
Mayor Seals referred the matter to the City Manager and announced a public hearing on the petition would be held September 22, 2008 at 6:30 p.m. in City Hall Council Chamber
- 08-31 from Hank Harvey, CFO, The CMI-Schneible Group, 2220 Veterans Memorial Highway, requesting a 50% 12-year personal property tax abatement.
Councilman Scharffe moved to receive and file the request.
Adopted unanimously.
Mayor Seals referred the matter to the City Manager and announced a public hearing on the petition would be held September 22, 2008 at 6:30 p.m. in City Hall Council Chamber

REPORTS FROM BOARDS AND COMMISSIONS AND COMMITTEES AND APPOINTMENT OF BOARDS AND COMMISSIONS MEMBERS

From the Boards & Commissions Committee:

Councilman Scharffe moved for consideration of appointing Peter Ewend to the Saginaw Riverfront Development Commission to fill a vacancy with a term to expire April 1, 2010.

Adopted unanimously.

Councilman Scharffe moved for consideration of appointing Leola Wilson to fill a vacancy on the Human Planning Commission with a term to expire September 8, 2010.
Adopted unanimously.

Councilman Scharffe moved for consideration of reappointing Les Tincknell to the Saginaw Riverfront Development with a term to expire April 1, 2013.
Adopted unanimously.

Councilman Scharffe moved for consideration of appointing Robert M. Coates to the Housing Board of Appeals with a term to expire September 8, 2010.
Adopted unanimously.

Councilman Coulouris advised the Planning Commission met and reviewed two items on August 26th. The first item was a request from a landscape business on Burnham Street. This was previously denied due to the mannerisms of the business. This time it was approved, provided it had hard-top parking for its employees, builds a berm, and has no compost or yard waste on the site. The second item approved was a request from Tom Mudd to add six double-faced signs on East Genesee to honor Norman Little. There would be no cost to the City for the signs.

Mayor Seals advised the Charter Review Committee would meet September 9, 2008, at 4:00 p.m. and the Cities of Promise would meet on September 10, 2008 at 10:00 a.m. Both meetings would be held in the City Hall Council Chamber.

REPORTS FROM CITY MANAGER

Management Update

City Manager Darnell Early advised that the City Manager's report was provided at the Committee of the Whole. He requested Katherine Latimore, President of the Northeast Saginaw Neighborhood Association, contact his office for an appointment and provide a list of items to be discussed.

Recommended Actions

Subject: Claims Service Contract with Alternative Service Concepts

Manager's Recommendation: I recommend approval of the Claims Service Contract with Alternative Service Concepts as the City's third party administrator for insurance claims for the period July 1, 2008 through June 30, 2009.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances. This contract is approved by me as to substance and by the City Attorney as to form.

Funds are available in the Self-Insurance Fund, Insurance Expense Account No. 677-1762-711-8006.

Justification: Alternative Services Concepts, LLC (ASC) has been the City's third party administrator since the City first switched insurance carriers in 1995. The third party administrator reviews all claims and loss reports arising under the City's insurance policy and investigates, adjusts, settles, or resists all losses and/or claims with specific prior approval of the City. The contract is for one year from July 1, 2008 to June 30, 2009. In the prior two (2)

years, ASC charged a flat fee of \$54,570.00. This year ASC requests a minimum claim fee of \$41,000, plus Administrative Fees of \$3,000 and System Fees of \$2,500, for a grand total of \$46,500. In addition, at the end of the contract year, ASC will multiply the actual number of claims by the fee per claimant (approximately \$500) and if the actual number of claims is more than \$41,000, ASC will invoice the City for the difference between the actual fee and \$41,000. In fiscal year 2007-2008, ASC handled 70 claims on behalf of the City. As such, if the City had approximately the same amount of claims this fiscal year, (70 x \$500 = \$35,000) the minimum claim fee of \$41,000 would apply. The overall contract price would ultimately reflect a savings of \$8,070 from last year's contract price.

ASC will continue to indemnify and hold the City harmless for any claims asserted as a result of any errors, omissions, torts, intentional torts or other negligence on the part of ASC or its employees, unless the complained of actions of ASC were taken at the specific direction of the City.

Council Action: Councilman Scharffe moved that the recommendation of the City Manager be approved.

Adopted unanimously.

Subject: Tires for Saginaw Fire Department Apparatus

Manager's Recommendation: I recommend that a purchase order be approved and issued to Scott Tire Company, the State bid supplier, in the amount of \$8,500.00 for the purchase of tires for the Saginaw Fire Department fleet of apparatus for fiscal year 2009.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44 of the Saginaw Code of Ordinances.

Funds for this purchase are budgeted and available in the Saginaw Fire Department Motor Vehicle Supplies Account No. 101-3754-751.73-12.

Justification: Maintaining proper care of tires on the Fire Department's fleet of apparatus is necessary and critical for the safety of the department's personnel and the residents of the City of Saginaw.

Council Action: Councilman Scharffe moved that the recommendation of the City Manager be approved.

Adopted unanimously.

Subject: Purchase of Police Patrol Vehicles

Manager's Recommendation: I recommend the approval to purchase three (3) fully equipped 2009 Chevy Impala police patrol vehicles, from Berger Chevrolet of Grand Rapids, MI in conjunction with the State Bid process for the Saginaw Police Department. The three (3) new vehicles will be purchased outright at the cost of \$23,502.51 per vehicle. The total cost to purchase the vehicles will be \$70,507.53. This amount includes outfitting, delivery, documentation fees and titles.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, § 14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are budgeted in the Motor Pool Operations/Capital Outlay/Vehicles Account No. 661-4480-841.97-70.

Justification: The Saginaw Police Department will need to replace several of its patrol fleet vehicles during the fiscal year 2009 budget year due to age, high mileage, safety

concerns and the cost of maintaining vehicles.

Berger Chevrolet was awarded a State Bid and will contract with Alert Emergency Group, Inc. of Portland, MI to completely outfit three (3) vehicles with the necessary emergency equipment.

Council Action: Councilman Scharffe moved that the recommendation of the City Manager be approved.

Adopted unanimously.

Subject: Replacement of the exterior doors at Traffic Engineering

Manager's Recommendation: I recommend acceptance of the low bid and issuance of a purchase order to FBH Architectural Building Products, in the amount of \$4,690.00 for replacing exterior steel doors and frames at the Traffic Engineering facility.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this equipment are budgeted in the General Fund Street Lighting Repairs and Replacements Account No. 101-4620-791-9720.

Justification: On March 11, 2008, the City received bids for replacement of the 4 exterior doors in the Traffic Engineering building. These doors need to be replaced due to the age and condition of the existing doors. The bids received are as follows:

FBH Architectural. Flint, MI	\$4,690.00
Allied Building Products. Detroit, MI	\$4,975.00
Boil Constructors Bay City, MI	\$5,868.00
Wobig Construction Saginaw, MI	\$6,356.00
Gerald Bergman Saginaw, MI	\$7,725.00
Eurich Home Improvement Saginaw, MI	\$7,785.00

Council Action: Councilman Scharffe moved that the recommendation of the City Manager be approved.

Adopted unanimously.

Subject: Small Engine and Automotive Parts Purchase Order

Manager's Recommendation: I recommended that a blanket purchase order be issued to Larry's Auto Supply in the amount of \$5,000.00 for fiscal year 2009 for the

purchase of small engine and automotive parts.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14 § 14.35 – 14.44 of the Saginaw Code of Ordinances.

Funds for this purchase are available in Water Parts Account No. 591-4721-861.73-30 (\$2,500.00) and in the Sewer Parts Account No. 590-4821-861.73-30 (\$2,500.00).

Justification: The Right of Way Division, Maintenance and Service Section, utilizes a variety of small engine and automotive parts for use in various pieces of equipment needed to maintain water and sewer service. We are unable to accurately predict what parts and how many we would need in a given year, therefore it is cost effective to establish an annual purchase order, obtain quotes for the necessary parts and acquire those parts based on cost and availability.

Council Action: Councilman Scharffe moved that the recommendation of the City Manager be approved.

Adopted unanimously.

Subject: Bentley Water GEMS Annual GIS Software Maintenance Fee

Manager's Recommendation: I recommend that a purchase order be approved and issued to Bentley Systems, Inc. in the amount of \$5,460.00 for the annual renewal maintenance fee.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for these items are available in the GIS Operating Services Account No. 650-1738-781.80-05.

Justification: Water GEMS software will provide capabilities ranging from analysis and design to management function such as fire flow assessment, pump scheduling, water quality improvement, emergency planning, leakage reduction and security enhancement. In addition to purchasing the software, an annual renewal maintenance fee is required to receive all new upgrades for the software licenses and the right to call the Bentley help desk for all software related questions and/or problems.

Council Action: Councilman Scharffe moved that the recommendation of the City Manager be approved.

Adopted unanimously.

Subject: Tire Recycling

Manager's Recommendation: I recommend that the low bid from First Class Tire Shredders be accepted and purchase orders issued to them in the amount of \$10,800.00 for fiscal year 2009 and \$10,800.00 for fiscal year 2010 for tire recycling.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14 §14.35 – 14.44 of the Saginaw Code of Ordinances.

Funds for this purchase are budgeted in the Rubbish Collection Fund Operating Services Account No. 226-4584-841.80-05 for fiscal year 2009 and will be budgeted in the same account for fiscal year 2010.

Justification: The City received bids for a Tire Recycling Trailer for the Right of Way Division, Environmental Section, in order to dispose of tires improperly set out for pickup, dumped in empty lots and picked up in back yard cleanups. The following is a tabulation of

the bids received:

	<u>2008/2009</u>	<u>2009/2010</u>
First Class Tire Shredders Clio, MI	\$10,800.00	\$10,800.00
Waddles Tire Service Brownstown, MI	\$15,600.00	\$16,500.00

Council Action: Councilman Scharffe moved that the recommendation of the City Manager be approved.
Adopted unanimously.

Subject: Hydrogen Peroxide

Manager's Recommendation: I recommend that the low quote from PVS-Nolwood Chemicals be accepted and a purchase order be issued to them in the amount of \$19,500.00 for the purchase of hydrogen peroxide for fiscal year 2009, and a second purchase order be issued to them in the amount of \$19,500.00 for fiscal year 2010.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are budgeted in the Sewer Operation and Maintenance Fund Supplies/Chemicals Account No. 590-4835-861.73-02 for fiscal year 2009 and will be budgeted in the same account for fiscal year 2010.

Justification: Hydrogen Peroxide is injected at the Northwest Utilities flow metering station to prevent the formation of hydrogen sulfide gas. Northwest Utilities is charged on a yearly basis for this chemical. Due to the volatile nature of processing and transportation costs, no vendors were willing to commit to a long-term firm cost. The following is a tabulation of the quotes received:

PVS-Nolwood Chemicals Detroit, MI	\$19,500.00	price good for 2 yrs. with quarterly reviews
Brenntag Chemical Grand Rapids, MI	\$20,625.00 (+ \$90/load fuel)	price good for 2 mos.
Alexander Chemical Corp. Downers Grove, IL	\$26,250.00 (+\$62.50/load fuel)	price good for 2 mos.

Council Action: Councilman Scharffe moved that the recommendation of the City Manager be approved.
Adopted unanimously.

Subject: Energy Shield Contract (C-1577)

Manager's Recommendation: I recommend acceptance of the low bid from Energy Shield Inc., and that a contract be awarded to them in the amount of \$24,395.00 for the repair of the roof at the Traffic Engineering building. Contract documents forwarded herein (City Clerk's File _____), have been signed by the contractor. The contract is subject

to approval by me as to substance and the City Attorney as to form.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this Contract are available in the fiscal year 2009 Major Streets Repairs and Replacements Fund Account No. 202-4621-791-9720 (\$13,000), Traffic Engineering Repairs and Replacements Fund Account No. 101-4621-791-9720 (\$8,000) and Street Lighting Repairs and Replacements Fund Account No. 101-4620-791-9720 (\$3,395).

Justification: On July 22, 2008, the City received bids for the Traffic Engineering Roof Repair. This project is for the installation of a spray-foam roofing system on a portion of an existing standing seam metal roof that is deteriorating and leaking water into the Traffic Engineering facility. This project will also include the removal and infill of deteriorated skylight panels, mechanical vents and stacks.

Following is a tabulation of the bids, including alternates, received and reviewed by the Purchasing Committee:

Energy Shield Pontiac, MI	\$24,395.00
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Metal Roof Specialist Williamston, MI	\$37,488.00 *
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* This is an alternate bid – no bid on original specifications.

Council Action: Councilman Scharffe moved that the recommendation of the City Manager be approved.

Adopted unanimously.

Subject: Catch Basin Debris Hauling

Manager's Recommendation: I recommend that the low bid from Waste Management be accepted and purchase orders be issued to them in the amount of \$27,000.00 for fiscal year 2009 and \$28,340.00 for fiscal year 2010 for catch basin debris hauling.

This vendor meets all requirements of the Contract Compliance Provisions Title 1, Chapter 14 §14.35 – 14.44 of the Saginaw Code of Ordinances.

Funds for this purchase are budgeted in the Sewer Street Sweeping Catch Basin Account No. 590-4822-861-80-05 for fiscal year 2009 and will be budgeted in the same account for fiscal year 2010.

Justification: Bids were received from two vendors for containerized hauling of materials. Waste Management submitted alternate bids as well that enabled us to save money over the conventional containerized hauling of materials. The following is a tabulation of the bids received:

	<u>2008/2009</u>	<u>2009/2010</u>
Waste Management Saginaw, MI (Haul by Truck cubic yards)	\$27,000.00	\$28,340.00

Billy's Contracting Carrolton, MI (20 yd. container)	\$32,400.00	\$32,400.00
Waste Management Saginaw, MI (20 yd. Container)	\$38,400.00	\$39,936.00
Waste Management Saginaw, MI (Haul by the ton, City does not have the truck scales to weigh the trucks and materials)	N/A	N/A

Council Action: Councilman Scharffe moved that the recommendation of the City Manager be approved.
Adopted unanimously.

Subject: Weirs and Scum Baffle Replacement

Manager's Recommendation: I recommend that the low bid from Warminster Fiberglass Company be accepted and a purchase order be issued to them in the amount of \$42,200.00 for the replacement of weirs and scum baffles.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are budgeted in the Sewer Repairs and Maintenance Fund Account No. 576-4840-881.97-20.

Justification: The weirs and baffles on the Wastewater Treatment Plants' clarifiers were originally constructed of mild steel. The steel has rusted away and needs to be replaced. Over the next three years, we plan to replace the weirs and baffles on all ten (10) of our clarifiers. The bids received are for the material needed to replace the mild steel weirs and baffles on three clarifiers with fiberglass. Plant personnel will complete the installation. The following is a tabulation of the bids received:

Warminster Fiberglass Co. South Hampton, PA	\$42,200.00
MFG Water Treatment Products Co. Union City, PA	\$42,600.00
NEFCO Inc. Palm Beach Gardens, FL	\$56,640.00
Glass- Steel Inc Woodlands, TX	\$57,317.00

Council Action: Councilman Scharffe moved that the recommendation of the City Manager be approved.

Adopted unanimously.

All City Manager recommendations were adopted by general consent.

MOTIONS AND MISCELLANEOUS

Councilman Wendt moved to appoint Mayor Seals as an Official Voting Delegate and Councilman O'Neal as an Official Alternate Voting Delegate to represent the City at the Annual Business Meeting of the Michigan Municipal League scheduled for Thursday, October 2, 2008 at 11:00 a.m.

Adopted unanimously.

ADJOURNMENT

At 7:33 p.m. Councilman Scharffe moved to adjourn the meeting.

Adopted unanimously.

Diane M. Herman
City Clerk