



## Saginaw City Council Agenda

1315 S. Washington Avenue  
Council Chamber - Room 205  
989.399.1311  
August 27, 2018  
6:30 p.m.

### PRAYER AND PLEDGE OF ALLEGIANCE:

### ROLL CALL:

### ANNOUNCEMENTS:

1. Proclamation recognizing the 90<sup>th</sup> anniversary of Schmitt Dental Lab.

### PUBLIC HEARINGS:

### PERSONAL APPEARANCES:

*(A list will be provided following submittal deadline.)*

### REMARKS OF COUNCIL:

### REPORTS FROM MANAGER:

### Management Update:

### CONSENT AGENDA:

1. Approve the minutes from the August 13, 2018 special meeting and regular council meeting.
2. Approve the appointment of Lisa Crook as officer delegate and Ann Pahssen as alternate officer delegate, and Leticia Trevino as employee delegate and Gerald Gregory as alternate employee delegate, to attend the Municipal Employees Retirement System's 72<sup>nd</sup> Annual Meeting.
3. Approve the City Fees and Rates Schedule.
4. ~~Approve the amendments to the Council Rules of Order of the City of Saginaw.~~
5. Approve the Certificate of Consistency on behalf of the Saginaw County Consortium of Homeless Assistance Providers as part of their grant application to the U.S. Department of Housing and Urban Development.
6. Approve the Commercial Card Agreement with Huntington Bank.
7. Approve the Addendum to the Professional Services Agreement with Saginaw Future, Inc. for \$25,000 for professional planning services.
8. Approve the Development Agreement and Lease Option with Ann Arbor Builders, Inc. for 633 S. Washington Avenue.

9. Approve the extension of the Agreement with AKT Peerless for an amount up to \$20,000 for hazardous material testing services.
10. Approve the extension of the Agreement with Rohde Brothers Excavating, Inc. for an amount up to \$568,110 for demolition services.
11. Approve the purchase with Eggers Excavating, LLC, for \$20,000 for FY 2019; and pending budget approval for FY 2020 and FY 2021 for disposing excavated spoils for the Maintenance and Service Division.
12. Approve the purchase with AIS Construction Equipment for \$6,275 for a 3" Grundomat 75P horizontal boring tool for the Maintenance and Service Division.
13. Approve the purchase with ETNA Supply Company for \$21,600 for Sensus water meters for the Maintenance and Service Division.
14. Approve the blanket purchase orders with various vendors for a total amount of \$9,900 for trees for the Streets Section, Right of Way Division.
15. Approve the purchase with National Highway Maintenance System for \$10,692 for Crafcoc crack sealant for the Streets Section, Right of Way Division.
16. Approve the purchase with Wirt Stone Dock for \$13,500 for crushed stone for the Durapatcher machine for the Streets Section, Right of Way Division.
17. Approve the contract agreement with Wobig Construction Co. Inc., for \$56,891.03 for the 2018-2019 Sidewalk Project for the Engineering Section, Right of Way Division.

**REPORTS FROM BOARDS AND COMMISSIONS AND COMMITTEES AND APPOINTMENT OF BOARD AND COMMISSION MEMBERS:**

**INTRODUCTION OF ORDINANCES:**

**CONSIDERATION AND PASSING OF ORDINANCES**

1. An Ordinance to adopt the general revisions to and compilation of the City of Saginaw Code of Ordinances.

**RESOLUTIONS:**

**UNFINISHED BUSINESS:**

**MOTIONS AND MISCELLANEOUS BUSINESS:**

**ADJOURN:**

Timothy Morales  
City Manager

IF YOU ARE DISABLED AND NEED ACCOMMODATION TO PROVIDE YOU WITH AN OPPORTUNITY TO PARTICIPATE OR OBSERVE IN PROGRAMS, SERVICES, OR ACTIVITIES, PLEASE CALL THE SAGINAW CITY CLERK, 1315 S. WASHINGTON AVE., 759-1480.

# CITY OF SAGINAW

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# PROCLAMATION

**WHEREAS**, Schmitt Dental Lab is celebrating 90 years of business in the City of Saginaw. Established in 1928 by Reinhold F. Schmitt, the original location was in the Old Second National Bank located at 101 North Washington. The lab moved to its current home on East Genesee in the 1940's; and

**WHEREAS**, throughout 90 years the Lab has remained a family owned business. Started by Reinhold then passed on to his son, Edward, Schmitt Dental Lab is currently owned by Vicki Lewis, the daughter of Edward Schmitt and also Mary Ann Miles who started as a delivery driver over 40 years ago; and

**WHEREAS**, Schmitt Dental Lab serves many Mid-Michigan dental offices with its main focus on full and partial removables. The longevity of Schmitt Dental Lab is attributed to their quality of work and their friendly and knowledgeable staff.

**NOW, THEREFORE BE IT RESOLVED**, I, Dennis D. Browning, Mayor of the City of Saginaw, on behalf of my fellow Councilmembers and the citizens of this community, do hereby extend this expression of esteem and gratitude to Schmitt Dental Lab for their profound success in the City of Saginaw over the past 90 years. We congratulate Schmitt Dental Lab and extend our very best wishes for continued success in all their future endeavors.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 27<sup>th</sup> day of August in the year of our Lord two thousand eighteen.



**Dennis D. Browning, Mayor**

### **Councilpersons**

Floyd Kloc, Mayor Pro Tem  
Michael D. Balls, Annie Boensch,  
Clint Bryant, John Humphreys,  
John Milne and Brenda F Moore,

**August 27, 2018**

**Timothy Morales, City Manager**

A SPECIAL MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, AUGUST 13, 2018, AT 6:00 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Mayor Browning offered a prayer and led the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: John Milne, Demond Tibbs, Floyd Kloc, Brenda Moore, Clint Bryant, Michael Balls, and Dennis Browning: 7. Council Members absent: Annie Boensch and John Humphreys: 2.

PERSONAL APPEARANCES

There were no personal appearances.

MOTIONS AND MISCELLANEOUS BUSINESS

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to enter into a closed session to discuss pending litigation in the Gibbs case per MCL 15.268(e). Mayor Browning asked Clerk Santos to conduct a roll call vote.

*Council Member Humphreys entered the meeting at 6:01 p.m.*

Ayes: Tibbs, Kloc, Moore, Bryant, Balls, Humphreys, Milne, Browning

Nays: None

Absent: Boensch

Motion approved.

Council entered a closed session at 6:02 p.m.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to return to regular session at 6:26 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to approve recommendation of legal counsel regarding pending litigation in the Gibbs case as discussed in closed session. 8 ayes, 0 nays, 1 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Bryant, seconded by Council Member Moore to adjourn the meeting at 6:27 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Janet Santos, CMMC/MMC  
City Clerk

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, AUGUST 13, 2018, AT 6:30 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Mayor Browning offered a prayer and led the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: John Milne, Demond Tibbs, Floyd Kloc, Brenda Moore, Clint Bryant, Michael Balls, John Humphreys, and Dennis Browning: 8. Council Members absent: Annie Boensch: 1.

ANNOUNCEMENTS

City Clerk Janet Santos announced that the ordinance for adoption consideration was removed from the agenda by the City Manager prior to the meeting and no action is requested. The ordinance lay-over per Charter provision will continue.

PERSONAL APPEARANCES

Personal appearances addressed the Council as follows: Paul Trelewski.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Balls, Bryant, Moore, Kloc, Tibbs, Milne, and Mayor Browning.

REPORTS FROM CITY MANAGER

City Manager Tim Morales provided updates on various projects. Manager Morales stated that the Redevelopment Marketing and Communication Plan and the Strategic Economic Development Plan have been completed. Tom Miller, Jr. of Saginaw Future introduced Greg Branch, representative of AMPM Marketing Consultants. Mr. Branch presented highlights of the plan and the process to market and implement the findings of the study.

CONSENT AGENDA:

1. Approve the July 23, 2018 regular council meeting minutes.
2. Approve Petition 18-10 from Pulse 3 Foundation to erect a banner at Court Street from August 24 through September 10, 2018 for the Run for Your Heart Community Races.
3. Ratification of a purchase with Dominion Voting for \$17,963.99 for election equipment for the Election Division.
4. Approve the amendments to the FY 2019 Approved Budget to recognize changes that have occurred during the August period.
5. Approve to receive and file the Strategic Economic Development Plan completed by Diane Lupke & Associates, Inc.
6. Approve to receive and file the Marketing and Communication Plan completed by AMPM.

7. Approve the First Amendment to the Interlocal Agreement with Saginaw County for administration of the 2017 Byrne Justice Assistance Grant.
8. Approve the purchase with WatchGuard, Inc. for \$198,263.09 for in-car camera systems and body cameras for the Police Department.
9. Approve the purchase with Michigan Police Equipment for \$14,775 for duty and training ammunition for the Police Department.
10. Approve the Memorandum of Understanding with the Naval Operational Support Center for security support from the Fire Department.
11. Approve the blanket purchase order with Lansing Sanitary Supply for \$6,750 for FY 2019 and FY 2020, pending budget approval, for janitorial supplies for city buildings and facilities for the Facilities Division.
12. Approve the purchase with CPR Savers & First Aid Supply for \$6,905 for five AED devices for the Facilities Division.
13. Approve the purchase with Jorgensen Ford Sales for \$95,640 for four 2018 Police Interceptor Sedans for the Police Department.
14. Approve the purchase with Jorgensen Ford Sales for \$49,480 for the outfitting of eight Police Interceptor Sedans for the Police Department.
15. Approve the Vehicle Lease Agreement with Ally Financial Inc. for fourteen vehicles for the Police Department with four annual payments of \$70,560.63 per year, for a total of \$282,242.52.
16. Approve the purchase with Altec Industries for \$145,961 for a 2019 Dodge Ram 5500 4x4 equipped as specified for the Traffic Engineering Division.
17. Approve the purchase with Tri County International Trucks for \$182,560 for two 2019 International 7400 SBA 4x2 Cab and Chassis; and to Truck and Trailer Specialties, Inc. for \$301,786 for equipment installation.
18. Approve the purchase with Todd Wenzel GMC for \$29,567.45 for a 2019 GMC Sierra 1500 Double Cab 4x4 Pickup truck equipped as specified for the Engineering Division.
19. Approve the purchase with Todd Wenzel GMC for \$31,102.85 for a 2019 GMC Sierra 2500 HD Double Cab 4x4 Pickup truck equipped as specified for the Environmental Division.
20. Approve the purchase with Bell Equipment for \$176,000 for a 2018 International Heil DuraPack 5000 twenty five yard rear loader truck equipped as specified for the Environmental Division.
21. Approve the purchase with Doc Heinz Contracting for \$6,517.44 for Class II Sand for the Cemeteries Division.

22. Approve the purchase with Bourdow Contracting for \$4,125 for FY 2019; and pending budget approval, for \$4,125 for FY 2020 for screened top soil for the Cemeteries Division.
23. Approve the purchase with Hoffman's Power Equipment for \$6,890.40 for repairs and parts for two X-Mark zero-turn mowers for the Abatement of Nuisance Division.
24. Approve the purchase with ETNA Supply Company for \$35,490 for ¾ - inch K-Copper Tubing for the Maintenance and Service Division.
25. Approve the purchases with Super-Flite Oil, Rowley's Wholesale, and Foster Blue Water Oil Co. for \$30,002.38 for the annual supply of motor vehicle fluids for the Motor Pool Operations Division.
26. Approve the purchase with I.E. LLC for \$18,900 for FY 2019 and FY 2020, pending budget approval, for compost grinding services for the Streets Section, Right of Way Division.
27. Approve the purchase with Republic Services for \$12,168 for FY 2019; and pending budget approval, for \$12,384 for FY 2020 for trash containers and trash disposal at the City's Convenience Station for the Streets Section, Right of Way Division.
28. Approve the purchase with Bit-Mat Products of Michigan for \$24,700.00 for anionic emulsified asphalt and tack coat for the Streets Section, Right of Way Division.
29. Approve the purchase with purchase with Waste Management of Michigan, Inc., for \$139,750; and pending budget approval, for \$152,750 for FY 2020 for the hauling and disposal of street sweeping debris for the Streets Section, Right of Way Division.
30. Approve the Fiscal Sponsorship Agreement with the Saginaw Community Foundation for Healthy Living Projects within the City.
31. Approve the purchase with System Specialties Co., a sole source, for \$20,040.50 for two Rotork valve actuators for the Wastewater Treatment Division.
32. Approve the purchase with PVS Technologies, Inc. for \$33,306 for 78 dry tons of ferric chloride for the Wastewater Treatment Division.
33. Approve the purchase with Trace Analytical Laboratories for \$6,975 for laboratory analysis for the Water Treatment Division.
34. Approve the agreement with Medora Corporation for \$8,100 for FY 2019 through FY 2021 for the Solarbee Maintenance and Support Plan for the Water Treatment Division.
35. Approve a blanket purchase order with Great Lakes Specialty Diving, Inc. for \$15,000 for FY 2019, FY 2020, and FY 2021, pending budget approvals, for underwater dive services for the Water Treatment Division.
36. Approve the professional services agreement with Dickinson Wright, PLLC for \$12,000 for financial advisory and bond counsel services in connection with the installment purchase agreement with Huntington Public Capital Corporation.

Moved by Council Member Bryant, seconded by Council Member Milne to approve consent agenda items 1 through 36, as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

REPORTS FROM BOARDS; COMMISSIONS AND COMMITTEES; AND  
APPOINTMENT OF BOARD AND COMMISSION MEMBERS

Moved by Mayor Pro Tem Kloc, seconded by Council Member Bryant to approve the reappointments as follows:

1. Sheryl Gregory to the Historic District Commission with a term to expire July 31, 2021.
2. Mayoral reappointment of Autumn Scherzer to the Saginaw Economic Development Corporation with a term to expire June 30, 2021.

8 ayes, 0 nays, 1 absent. Motion approved.

RESOLUTIONS

Moved by Mayor Pro Tem Kloc, seconded by Council Member Milne to adopt the resolution authorizing Installment Purchase Contracts for Equipment. 8 ayes, 0 nays, 1 absent. Motion approved.

MOTIONS AND MISCELLANEOUS BUSINESS

Moved by Council Member Balls, seconded by Council Member Moore to designate Mayor Dennis Browning as the official representative of the City, and Mayor Pro Tem Kloc as the alternate, for the Michigan Municipal League Annual Meeting to be held in Grand Rapids, September 12-15, 2018. 8 ayes, 0 nays, 1 absent. Motion approved.

Mayor Browning appointed Council Members Balls and Moore to work with him to explore the possibility of establishing a sister city relationship with Kibi, Ghana. They will work with representatives of the Saginaw African American Cultural Committee and SVSU.

ADJOURNMENT

Moved by Mayor Pro Tem, seconded by Council Member Humphreys to adjourn the meeting at 7:40 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Janet Santos, CMMC/MMC  
City Clerk



**From:** Tim Morales, City Manager  
**Subject:** Municipal Employees Retirement System 72<sup>nd</sup> Annual Meeting  
**Prepared by:** Janet Santos, City Clerk

**Manager's Recommendation:**

I recommend the appointment of Lisa Crook as officer delegate and Ann Pahssen as alternate officer delegate, and Leticia Trevino as employee delegate and Gerald Gregory as alternate employee delegate, to attend the Municipal Employees Retirement System's 72<sup>nd</sup> Annual Meeting.

**Justification:**

The Municipal Employees Retirement Act provides that an annual meeting shall be held for representatives of participating municipalities for the purpose of selecting nominees for membership on the retirement board and to transact such business as may be required for the proper operation of the retirement system. The 2018 annual meeting has been scheduled for October 4 and 5, at the Amway Grand Plaza in Grand Rapids.

The officer delegate and alternate officer delegate are recommended based on appointing criteria. The employee delegate and employee alternate delegate are elected in accordance with the Act that requires the City Clerk to hold a secret ballot election for City eligible Municipal Employees Retirement System members. This election has been noticed to the applicable employees and secretly conducted. Upon conclusion, votes were counted, tallied and verified resulting in Leticia Trevino receiving the highest number of votes and Gerald Gregory the second highest.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Tim Morales, City Manager  
**Subject:** City Fees and Rates Schedule  
**Prepared by:** Janet Santos, City Clerk

**Manager's Recommendation:**

I recommend approval of the City Fees and Rates Schedule.

**Justification:**

On June 19, 2017, City Council adopted resolution 2017-031 ordering a general revision and compilation of the City's Code of Ordinances, O-1 and awarded the project to American Legal Publishing Corporation (ALPC) of Cincinnati, Ohio. ALPC has completed the project.

One significant change is that the rates/fees charts have been replaced with the language of "the fee shall be established by Council and available in the Office of the City Clerk." Due to this change a separate City Fee and Rate Schedule has been created with the current fees and rates for all Departments.

Future changes to fees and/or rates will require Council approval and be done through the City Fees and Rates Schedule rather than individual ordinances. This will save implementation time, provide cost savings, and assist with the budget process. The City Fees and Rates Schedule will have an immediate effective date.

The City Fees and Rates Schedule will be maintained by and on file at the City Clerk's Office, available at all Departments, and posted on the City website.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Saginaw County Consortium of Homeless Assistance Providers  
**Prepared by:** Leticia Trevino, CDBG Specialist

**Manager's Recommendation:**

I recommend approval of the Certificate of Consistency on behalf of the Saginaw County Consortium of Homeless Assistance Providers as part of their grant application submittal to the U.S. Department of Housing and Urban Development.

**Justification:**

The Saginaw County Consortium of Homeless Assistance Providers (SC-CHAP) annually submits an application to the U.S. Department of Housing and Urban Development (HUD) for homeless assistance funds. Included with this application is a Certificate of Consistency signed by the Mayor verifying that the proposed projects are consistent with the City of Saginaw's Consolidated Plan. This is critical, as it affirms the homelessness in the City, and supports our efforts to not duplicate projects with the City's Community Development Block Grant (CDBG) or Emergency Solutions Grant (ESG) funds.

In 2016, the City of Saginaw adopted its current five-year Consolidated Plan, which was submitted to HUD. A key component of that plan was to work towards ending homelessness in the City. This grant application being submitted by SC-CHAP addresses the issue of homelessness and is consistent with the Consolidated Plan goals and actions to assist the homeless in regaining a stable and healthy living environment. The application from the SC-CHAP is for \$2,070,224, which if approved would fund 24 programs within the City/County.

The signing of the Certificate of Consistency does not have any fiscal impact to the City of Saginaw, nor does the application have any impact on the City's Emergency Solutions Grant (ESG) funds, as these funds are not awarded from the Entitlement Funds, the source of the City's grant funds.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Huntington Bank Commercial Card Agreement  
**Prepared by:** Mary Hiser, Purchasing Officer

**Manager's Recommendation:**

I recommend approval of the Commercial Card Agreement with Huntington Bank.

**Justification:**

On September 28, 2015 Council adopted a resolution to establish the City's Credit Card Policy. In order to facilitate the use of credit cards the City will utilize the services of Huntington Bank who will provide the requested cards for City use. Huntington Bank requires this agreement be in place as a standard part of their credit card program for service to the City and coverage in the event of any fraudulent activity. This agreement lists the guidelines for standard use of the cards, Card Administrator functions, accounting controls, potential rebates based on volume use as well as online payment options. Huntington Bank is the City's primary banking institution and has offered the City a more favorable interest rate on our various accounts by including this service.

The Agreement has been approved by me as to substance and the City Attorney as to form.

**Council Action:**

Motion to approve the recommendation of the City Manger.

**From:** Timothy Morales, City Manager

**Subject:** Planning Services

**Prepared by:** John C. Stemple, Director of Neighborhood Services

**Manager's Recommendation:**

I recommend approval of the Addendum to the Professional Services Agreement with Saginaw Future, Inc. in the amount of \$25,000.00 for professional planning services.

**Justification:**

This proposed agreement with Saginaw Future, Inc. (SFI) is an Addendum to an existing agreement with SFI. The Addendum adds services currently not contemplated in the original agreement specifically for urban planning services.

With significant development occurring in both downtown and old town, the demand for planning services has increased significantly beyond what current staffing levels can provide. Additionally, we are seeking to update the master plan as well as study parking in both old town and downtown.

The Addendum for this contract is for one year with a cost not to exceed \$25,000.

Funds are budgeted in the General Fund, Office of Inspections and Neighborhood Services, Planning and Zoning Division's Professional Services Account No. 101-3863-801.000.

This Addendum has been approved by me as to substance and the City Attorney as to form.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Development Agreement and Lease Option 633 S. Washington  
**Prepared by:** John C. Stemple, Director of Neighborhood Services

**Manager's Recommendation:**

I recommend approval of the Development Agreement and Lease Option for 633 S. Washington Avenue, with Ann Arbor Builders, Inc.

**Justification:**

The property located at 633 S. Washington Ave. was acquired by the City of Saginaw with funds provided by the Department of Housing and Urban Development. The City has owned the property for several years. The City Council directed the Manager to seek interested parties for the redevelopment and restoration of the building located on the property.

Mr. Alex de Parry with Ann Arbor Builders desires to acquire the property and restore the building. The proposed method to accomplish this is through a development agreement and lease with exclusive option to purchase, assuming certain thresholds are met as contained in the development agreement including:

- Replacement of roof, gutters, and soffit;
- Tuck pointing of exterior walls;
- Replacement or restoration of windows;
- Exterior painting;
- Improvement of grounds including driveway and removal of the porch and restoration of entrance; and
- Maintenance of all landscaping.

The developer shall have one year to complete the above. Upon completion of this work the developer shall have the exclusive option to purchase the property for an amount of \$20,000.00.

I have approved the Agreement as to substance and the City Attorney approves as to form.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Hazardous Material Testing Services  
**Prepared by:** John C. Stemple, Director of Neighborhood Services

**Manager's Recommendation:**

I recommend approval of the extension of the Agreement with AKT Peerless for hazardous material testing services in an amount up to \$20,000.00.

**Justification:**

AKT Peerless has provided hazardous material testing services for the City for the past two years. When this contract was put out for bid, it contained an option to extend the contract for an additional year provided that both parties agree and further that all pricing for the second year of the contract be extended to the third option year.

This will extend the contract with AKT Peerless to June 30, 2019 at which time the service will be bid again.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Community Development and Block Grant Fund, Special Projects Division's Demolition Account No. 275-6511-816-000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager

**Subject:** Demolition Services

**Prepared by:** John C. Stemple, Director of Neighborhood Services

**Manager's Recommendation:**

I recommend approval of the extension of Agreement with Rohde Brothers Excavating, Inc. for demolition services in an amount up to \$568,110.00.

**Justification:**

Rohde Brothers Excavating, Inc. has provided demolition service for the City for the past two years. When this contract was put out for bid it contained an option to extend the contract for an additional year provided that both parties agree and further that all pricing for the second year of the contract be extended to the third option year.

This will extend the contract with Rohde Brothers Excavating, Inc. to June 30, 2019 at which time the service will be bid again.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the General Fund, Office of Inspections and Neighborhood Services, Inspections Division's Demolition Account No. 101-3865-816.000 \$123,640.00 and Community Development and Block Grant Fund, Special Projects Division's Demolition Account No. 275-6511-816-000 \$444,470.00.

**Council Action:**

Motion to approve the recommendation of the City Manager.



**From:** Timothy Morales, City Manager  
**Subject:** Annual Excavated Spoils Receiving  
**Prepared by:** Joshua Hoffman, Public Services Department

**Manager's Recommendation:**

I recommend the approval of a purchase with Eggers Excavating, LLC for \$20,000 and pending budget approval, for FY 2020 and FY 2021 for disposing of excavated spoils for the Maintenance and Service Division.

**Justification:**

On July 24, 2018, the Maintenance and Service Division received a sole multi-year bid for disposing of 25,000 cubic yards of excavation spoils consisting of concrete, asphalt, clay, and sand. The Maintenance and Division performs approximately 700 excavations in the repair of the City's water distribution, transmission and sewer collection systems in the City's Right of Way annually.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Water Operations and Maintenance Fund, Maintenance and Service Division's Operating Services Account No. 591-4721-805.000 \$10,000 and Sewer Operations and Maintenance Fund, Maintenance and Service Division's Operating Services Account No. 590-4821-805.000 \$10,000 for FY 2019 and will be budgeted in the same accounts for FY 2020 and FY 2021 pending budget approval.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Horizontal Boring Tool – Maintenance and Service Division  
**Prepared by:** Joshua Hoffman, Public Services Department

**Manager’s Recommendation:**

I recommend the approval of a purchase with AIS Construction Equipment for \$6,275.00 for a 3” Grundomat 75P horizontal boring tool for the Maintenance and Service Division.

**Justification:**

On July 24, 2018, the Maintenance and Service Division received bids for the purchase of a 3” Grundomat 75P Horizontal Boring Tool, this unit will be utilized for the installation of new water service connections and extensions in various sizes from ¾ inch to 2 inch in diameter throughout the City’s water distribution system. The following is a tabulation of the bids received:

<b><u>Vendor</u></b>	<b><u>Cost</u></b>
AIS Construction Equipment Saginaw, MI (out of City)	\$6,275.00
HD Supply Facilities Maintenance Gurnee, IL	\$6,300.00

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Water Operation and Maintenance Fund, Maintenance and Service Division’s Maintenance Equipment Account No. 591-4721-978.000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Tim Morales, City Manager  
**Subject:** Annual Water Meters Purchase  
**Prepared by:** Josh Hoffman, Public Services Department

**Manager's Recommendation:**

I recommend the approval of a purchase with ETNA Supply Company for \$21,600 for Sensus Water Meters for the Maintenance and Service Division.

**Justification:**

On July 10, 2018, the Maintenance and Service Division received a sole source quote for the purchase of 300 5/8" x 3/4" displacement meters. ETNA Supply is a sole source and the only franchise supplier in the State of Michigan for "Sensus" water meters. These water meters will be used as replacements for existing meters due to wear, damage, and theft. This is the most common size water meter throughout the water distribution area for delivering an adequate supply of water to City household customers. "Sensus" water meters are the most economical and compatible meter with the City's Automated Meter Reading System (AMRS).

Etna Supply – (Sensus Meters) \$72.00 ea. x 300 = \$21,600.00  
Grand Rapids MI.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Water Operation and Maintenance Fund, Meter Maintenance and Service Division's Repairs and Replacements Account No. 591-4720-974.000, \$10,800 and in Sewer Operation and Maintenance Fund, Meter Maintenance and Service Division's, Repairs and Replacements Account No. 590-4820-974.000 \$10,800

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Blanket Purchase of Trees  
**Prepared by:** Beth D. London, Public Services Department

**Manager's Recommendation:**

I recommend the approval of blanket purchases with Kluck Nursery Inc., Begick Nursery and Garden Center, and McDonald Nursery Inc. for \$3,300 each for trees for the Streets Section, Right of Way Division.

**Justification:**

The Streets Section, Right of Way Division maintains approximately 60,000 trees in the right of way. Maintenance includes the removal of diseased or dead trees and the planting of new trees as requested, or for special projects. In the past, the Streets Section has purchased approximately 75 trees each fall for planting in the right of way. It has been extremely difficult to plant this many trees at one time with the City's limited personnel and equipment. This also requires personnel to keep a list of requested new tree locations throughout the year so that requests can be planted in the fall. By purchasing a small number of trees throughout the year, the Streets Section will be able to replace trees when requested and better manage the planting of new trees. Streets personnel will price quote individual purchases and award purchases to the lowest and best vendor for each species of tree. The trees will be ordered from the successful bidder and billed to the respective purchase order.

<b><u>Vendor</u></b>	<b><u>Cost</u></b>
Begick Nursery and Garden Center	\$3,300
Kluck Nursery Inc.	\$3,300
McDonald Nursery Inc.	\$3,300

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Major Streets Fund, Routine Maintenance Division's Nursery Account No. 202-4651-738.000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Purchase of Crafcro Crack Sealant  
**Prepared by:** Beth London, Public Services Department.

**Manager's Recommendation:**

I recommend the approval of a purchase with National Highway Maintenance System for \$10,692 for Crafcro crack sealant for the Streets Section, Right of Way Division.

**Justification:**

On August 14, 2018, the Right of Way Division received a sole bid for 720 boxes of Crafcro crack sealant material from National Highway Maintenance System. The Streets Section requires this material to perform crack filling road maintenance on the 280 miles of City streets.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Major Streets Fund, Routine Maintenance Division's Street and Road Materials Account No. 202-4651-743.000 \$10,692.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Purchase of Crushed Stone  
**Prepared by:** Beth London, Public Services Department

**Manager's Recommendation:**

I recommend the approval of a purchase with Wirt Saginaw Stone Dock, for \$13,500 for crushed stone for the Durapatcher machine for the Streets Section, Right of Way Division.

**Justification:**

On August 14, 2018, the Right of Way Division received a sole bid for 500 tons of crushed stone. The Streets Section of the Right of Way Division requires crushed stone to make road repairs on City streets using the Durapatch Machine.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Major Streets Fund, Routine Maintenance Division's Street and Road Materials Account No. 202-4651-743.000 \$6,750 and the Local Streets Fund, Routine Maintenance Division's Street and Road Materials Account No. 203-4651-743.000 \$6,750.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Sidewalk Replacement 2018-19 Contract (C-1646)  
**Prepared by:** Beth London, Public Services Department

**Manager’s Recommendation:**

I recommend the approval of the Sidewalk Replacement 2018-19 Contract with Wobig Construction Co. Inc., for \$56,891.03 for the Engineering Section, Right of Way Division.

**Justification:**

On August 7, 2018, the City received bids for the Sidewalk Replacement 2018-19 Project. Bids were solicited for both a fall 2018 construction schedule and a spring 2019 construction schedule in order to get the best bid pricing. Bidders could provide pricing for one or both construction schedules. Wobig Construction Co. Inc., had the lowest qualified bid for both the fall and spring construction schedules. The City has chosen to accept the fall bids for construction based on available personnel for inspection and unit bid pricing. The following is a tabulation of the fall bids received:

<u>Vendor</u>	<u>Cost</u>
Wobig Construction Co. Inc.,	\$56,891.03
Hoags Concrete	\$80,496.40
Lopez Concrete Construction, LLC.	\$82,683.07
Geiersbach Construction	\$134,812.71

The 2018-19 Sidewalk Project includes the removal and replacement of public sidewalk located in the right-of-way. The 56 locations included on the project were derived from a list of the City’s outstanding sidewalk complaints. All locations have been inspected by the City and made safe where necessary.

Per Chapter 96: Streets and Sidewalk: §96.01, of Saginaw’s Code of Ordinance, property owners are responsible for keeping sidewalk in a permanent safe state of repair. All property owners haven been informed by letter of the Code of Ordinance violation and given until September 4, 2018 to complete the sidewalk repairs. The letter also informed the property owners that the cost of the sidewalk repair is their responsibility and will be billed to them when the project is completed. If not paid, the cost will be charged against the property as a Single Lot Assessment per §33.26.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the General Fund, Public Services Department, Engineering Division's Construction Projects Account No. 101-4611-822.000 \$28,445.51, the Major Street Fund, Street Projects Division's Construction Projects Account No. 202-4614-822.000 \$10,809.30, and the Local Street Fund, Street Projects Division's Construction Projects Account No. 203-4614-822.000 \$17,636.22.

The contract is subject to the City Manager's approval as to substance and the City Attorney as to form.

**Council Action:**

Motion to approve the recommendation of the City Manager.



Moved by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_ that an ordinance introduced on July 23, 2018, be taken up and enacted, entitled and reading as follows:

O-\_\_\_\_\_

AN ORDINANCE TO ADOPT THE GENERAL REVISIONS TO AND COMPILATION OF THE CITY OF SAGINAW CODE OF ORDINANCES, WHICH AMEND, REVISE, AND COMPILE ALL CITY ORDINANCES PURSUANT TO SECTION 24 OF CHAPTER IV OF THE SAGINAW CITY CHARTER, WHICH INCLUDES THE ADMINISTRATIVE CODE, ADMINISTRATION, PUBLIC SERVICES, TRAFFIC REGULATIONS, GENERAL REGULATIONS, BUSINESS REGULATIONS, GENERAL OFFENSES, LAND USAGE, AND SPECIAL ORDINANCES.

The City of Saginaw Ordains:

An ordinance to adopt the general revisions to and compilation of the City of Saginaw Code of Ordinances, which includes the Administrative Code, Administration, Public Services, Traffic Regulations, General Regulations, Business Regulations, General Offenses, Land Usage, and Special Ordinances.

1. The City Charter at Chapter IV, "Legislation," §24 "Compilation and Revision," states that City Council shall, by resolution, order a general revision and compilation of the City's ordinances.
2. City Council adopted resolution 2017-031 on June 19, 2017 ordering a general revision and compilation of the City's Code of Ordinance, O-1.
3. The City awarded the general revision and compilation project to American Legal Publishing Corporation of Cincinnati, Ohio.
4. American Legal Publishing Corporation has completed the revision and compilation, which contains all ordinances of a general and permanent nature enacted since supplement 25 to the Code of Ordinances.
5. It is necessary to provide for the usual daily operation of the municipality and for the preservation of the public peace, health, safety and general welfare of the municipality that this ordinance be adopted.
6. The general revision and compilation to the Code of Ordinance as submitted by American Legal Publishing Corporation is adopted by reference as if set out in its entirety.
7. Such revision and compilation shall be the City's Code of Ordinance and shall be deemed published as of the day of its adoption and approval by the City Council and the City Clerk is hereby authorized and ordered to replace the Code of Ordinance, O-1 kept on file in the Office of the City Clerk.

8. Copies of the Code of Ordinances are available at the City Clerk's Office, at cost, and will be available to access on the Internet.

This ordinance shall become effective September 6, 2018.

Enacted: August 27, 2018.

Yeas:

Nays:

Absent:

Abstain:

## ORDINANCE DECLARED ADOPTED

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Dennis D. Browning  
Mayor

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Janet Santos, CMMC/MMC  
City Clerk

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the ordinance adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on August 27, 2018; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

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Janet Santos, CMMC/MMC  
City Clerk