



Saginaw City Council Agenda

1315 S. Washington Avenue
Council Chamber - Room 205
989.399.1311
December 4, 2017
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

1. Request to establish an Obsolete Property Rehabilitation District at 2230 Euclid Street.

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

CONSENT AGENDA:

1. Approve the November 20, 2017 regular council meeting minutes.
2. Approve the professional services contract with Plante & Moran, PLLC for an amount not to exceed \$1,220,000 for controller services for calendar years 2018 through 2022.
3. Approve to increase the purchase order with Graff Truck Center, Inc., by \$752.86, for a new total of \$5,765.71, for the repair of Dump Truck No. 57-0457 for the Maintenance and Service Division.
4. Approve the purchases with Todd Wenzel Buick GMC for \$34,153.75 for a 2018 GMC Sierra Crew cab and chassis; and with Truck and Trailer Specialties, Inc. for \$10,055 for utility body refurbishing for the Maintenance and Service Division.
5. Ratification of emergency purchase with First Class Building Maintenance for \$5,417 for the repair of the exterior canopy at the Police Department Building at 612 Federal Avenue.
6. Ratification of emergency purchase with Michigan Cat Underground Shoring, a sole source, for \$3,679.56 for repair parts for a 6-inch Utility Service Pump No. 57-0104 for the Maintenance and Service Division.

7. Ratification of emergency purchase with Bell Equipment Company, a sole source, for \$20,181.89 for repair parts for Yard Waste Collections Truck No. 76-0704 for the Streets Division.
8. Ratification of emergency purchase with Wieland Sales, a sole source, for \$3,671.15 for repair parts for Plow and Salt Truck No. 53-0401 for the Streets Division.
9. Ratification of emergency purchase with Michigan Turbo for \$2,625 for a replacement Turbocharger for Plow and Salt Truck No. 53-0401 for the Streets Division.
10. Approve the third amendment to the License Agreement for Environmental Testing and Response Activities with Consumers Energy to extend the terms to December 31, 2022 for scheduled remedial activities on City property for the Public Services Department.
11. Approve the purchase with Wohlfeil Hardware & Tools for \$21,100 for two replacement leaf blowers for the Parks and Cemeteries Divisions.
12. Adopt the Resolution with the Michigan Department of Transportation for the Decertification/Vacation of South Fayette Street between Mackinaw Street and Gratiot Avenue.
13. Ratification of an emergency purchase with Great Lakes Tower for \$2,500 for the repair of the SCADA (Supervisory Control and Data Acquisition) system at the Aqua Pump Station for the Instrumentation and Process Controls Division.
14. Ratification of emergency purchase with Michigan Pipe and Valve for \$2,450 for a 30" flanged spool piece to reinstall one of the raw sewage pumps at the Wastewater Treatment Division.
15. Approve the purchase with DTN LLC, a sole source, for \$4,176 to provide weather services for the Water Treatment Division.
16. Approve the purchase with Waterworks Systems & Equipment Inc., a sole source, for \$3,195 for an automatic shutoff valve for use in the chlorine and sulfur dioxide feed systems at the Wastewater Treatment Division.

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

1. Approve the Council reappointment of Blanche Clark to the Saginaw Transit Authority Regional Service Board with a term ending December 31, 2020.
2. Approve the Council reappointment of Tim Morales to the Saginaw-Midland Municipal Water Supply Corporation with a term ending December 31, 2023.

3. Approve the Mayoral reappointment of Judith Mintz to the Housing Board of Appeals with a term ending December 31, 2019.
4. Approve the Council appointment of Diane Kloc to the Public Libraries of Saginaw Board with a term to expire June 30, 2020.
5. Council acknowledgement of the Mayoral appointment of Dawn Hinton to the Saginaw Housing Commission with a term ending September 30, 2019.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Abolishment of Brownfield Plan Project No. 5, U.S. Graphite, Inc., located at 1620 East Holland Avenue.
2. Establishment of an Obsolete Property Rehabilitation District at 2230 Euclid Street.
3. Approve the City of Saginaw annual apportionment of \$4,000 for the Saginaw Area Storm Water Authority Annual Budget for FY 2018.
4. Appointment of Josh Hoffman as trustee and Beth London as alternate trustee to the Saginaw Area Storm Water Authority Board of Trustees.

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 COUNCIL PUBLIC HEARING NOTICE

**In compliance with requirements of Public Act 146,
as amended, the following notice is posted:**

Notice is hereby given that the Saginaw City Council has scheduled a public hearing for Monday, December 4, 2017 at 6:30 p.m. in Council Chamber of City Hall, Room 205, located at 1315 S. Washington Avenue, to consider the request for an Obsolete Property Rehabilitation District at 2230 Euclid Street.

The legal description of the property is on file in the Office of the City Clerk. All interested persons are invited to attend this public hearing.

Janet Santos, CMMC/MMC
City Clerk

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 AT 989.759.1480.

Posted: 11-20-17

By: __jks_____

TO; MR. JOHN STEMPLE

11-8-17

CHIEF INSPECTOR , CITY OF SAGINAW

FROM; MR. JOHN BAMFORD

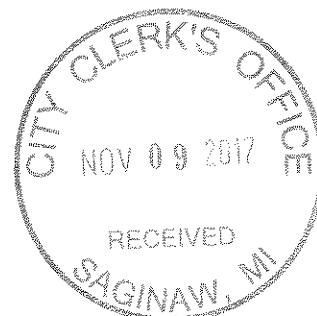
FACILITY MANAGER , LEONARDS SYRUPS

Dear Mr. Stemple , Thanks to you and your staff for meeting with myself and Mr. Montagne . We at Leonards Syrups / Michigan Beverage have looked forward to doing business in The City of Saginaw for some time and your staffs suggestions are very welcome to assist in the move. As a result of our discussion it has become apparent that our facility at 2230 Euclid will need a number of changes to suit it's new purpose therefore we would respectfully request of you a declaration of obsolescence of our facility before we begin to make any changes. Our budget at this time looks to be approximately \$200,000.00 . We look forward to working with you and your staff in the future and will keep you informed of any changes along the way.

Sincerely ,



John Bamford



City of Saginaw
City Assessors Office
1315 S. Washington Ave.
Saginaw, MI 48601
989-759-1471



Lori D. Brown, CMAE III, PPE
City Assessor

November 17, 2017

Michigan Department of Treasury
State Tax Commission
Treasury Building
Lansing, MI 48922

Re: 2230 Euclid – Obsolete Property Rehabilitation Certificate Application

To Whom It May Concern:

Please allow this letter to serve as finding by the Assessor that the industrial building located at 2230 Euclid St. is functionally obsolete. The building suffers from significant loss in value due to lack of modernization, deferred maintenance, and vacancy.

The property is a 12,000 square foot single story warehouse built in 1980. The building was vacated in 2013 but was previously used as a warehouse with cold storage features.

The building will need to undergo significant rehab for future use. The cold storage areas will be converted with heat, lights and wiring to make additional warehouse space. The building needs wiring updates, heat and lighting replacement, computer and internet wiring, updated security features and new paving for parking. The roof is over 37 years old and needs replacement. The property is in overall fair condition but needs many updates to extend its useful life.

If you have any questions please feel free to contact me.

Thank you,

A handwritten signature in cursive script that reads "Lori D. Brown".

Lori D. Brown, MAAO (3), R-7649
City of Saginaw
City Assessor

November 17, 2017

Proposed District: 2230 Euclid St

This summary serves as notice that 2230 Euclid LLC owns 100% of the proposed Obsolete Property Rehabilitation District at 2230 Euclid St.

<u>Parcel #</u>	<u>Owner</u>	<u>Address</u>		<u>2017 Taxable Value</u>
08 0917A01303	2230 Euclid LLC	2230 Euclid St	Industrial Real	85,562

Legal Description:

LOTS F & E 2.62 FT OF LOT G IN OUT LOT 39, HOYT'S SUBDIVISION OF THE JAMES RILEY RESERVE.

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, NOVEMBER 20, 2017, 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 the pledge of allegiance of the United States of America was led by Boy Scout Troop 304 members Andrew Tweddle and Tyler Maturen.

ROLL CALL

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

ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- City Hall will be closed this Thursday and Friday, November 23 & 24 for the Thanksgiving Holiday.
- The Thanksgiving Holiday will cause a one-day delay in residential collection of trash services for those with Thursday and Friday service. Trash needs to be out one-day later than your normal curbside collection day.
- The City's annual Yard Waste Collection normally ends on November 30. However, due to weather conditions, it will be extended through the week of December 8.

PERSONAL APPEARANCES

The personal appearances addressed the Council as follows: Debbie Melkonian.

REMARKS OF COUNCIL

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

REPORTS FROM CITY MANAGER

Management Update

City Manager Tim Morales presented informational updates of City meetings and projects.

Manager Morales introduced Bob Brown, Executive Director of Region VII Area Agency on Aging. Mr. Brown presented an update on their services and program funding sources.

CONSENT AGENDA:

1. Approve the November 6, 2017 regular council meeting minutes.
2. Approve amendments to the FY 2018 Budget to recognize changes that have occurred during the October period and to carry forward of the 2017 annual purchase orders into the FY 2018 Budget.
3. Approve a purchase with Dossier Systems, Inc. for \$5,216.80 for the annual renewal of Dossier Fleet Management Software for the Motor Pool Operations Division.

4. Approve a purchase with GOHM Insurance Restoration for \$2,864 for FY 2018; and pending budget approval, for \$4,460.64 for FY 2019, and \$4,601.76 for FY 2020 for annual mat cleaning services at City Hall.
5. Approve a purchase with TDE Enterprises, Inc. for \$19,125 for processing up to 8,500 cubic yards of yard waste at the City Compost Site.
6. Approve a purchase with Safety Services, Inc. for \$3,135.84 for work gloves for the Streets Section, Right of Way Division.
7. Approve to increase the purchase order with R & R Ready Mix, Inc. by \$53,000, for a new total of \$131,995, for ready-mix concrete for street repairs for the Right of Way Division.
8. Approve a purchase with Lansing Sanitary Supply for \$7,750 for janitorial supplies for the City's buildings and facilities.

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

CONSIDERATION AND PASSING OF ORDINANCES:

Moved by Council Member Bryant, seconded by Council Member Moore to adopt an ordinance to amend Chapter 152, of Title XV, "Land Usage," by amending §152.51 titled, "Naming or Renaming Streets, Parks, Buildings and Other Property," of the City of Saginaw Code of Ordinances, O-1. 8 ayes, 0 nays, 1 absent. Motion approved.

MOTIONS AND MISCELLANEOUS BUSINESS

Mayor Browning announced that the next Saginaw County Land Bank meeting will be on November 28, 2017 at 7:30 a.m.

ADJOURNMENT

Moved by Council Member Bryant, seconded by Council Member Balls to adjourn the meeting at 7:16 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Submitted by,

Janet Santos, CMMC/MMC
City Clerk

From: Timothy Morales, City Manager
Subject: Plante & Moran, PLLC – Controller Services Contract
Prepared by: Lori Brown, Finance Director

Manager’s Recommendation:

I recommend the approval of a five year professional services contract with Plante & Moran, PLLC (P&M) for controller services for an amount not to exceed \$1,220,000 for services to be performed in calendar years 2018 through 2022.

Justification:

Since July 1, 2008 the P&M Governmental Accounting Professionals Team has provided accounting assistance to the City as the contractual controller’s office. That decision has yielded substantial positive results for the City including timely submitted audits and annual receipt of the Certificate of Achievement in Financial Reporting from the Government Finance Officers Association. P&M has been able to maintain a consistent fee and has saved the City additional audit and consulting fees. P&M provides the preferred service delivery model and maintains continuity in the operation. The cost per year is \$240,000 for 2018, 2019 and 2020 and \$250,000 per year for 2021 and 2022.

The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Total</u>		
Carl Johnson, CPA	CY	2018	\$220,000
	CY	2019	\$220,000
	CY	2020	\$225,000
	CY	2021	\$225,000
	CY	2022	<u>\$230,000</u>
	Total		\$1,120,000
Rehmann Robson	CY	2018	\$220,000
	CY	2019	\$230,000
	CY	2020	\$240,000
	CY	2021	\$245,000
	CY	2022	<u>\$250,000</u>
	Total		\$1,185,000
Plante & Moran PLLC	CY	2018	\$240,000
	CY	2019	\$240,000
	CY	2020	\$240,000
	CY	2021	\$250,000
	CY	2022	<u>\$250,000</u>
	Total		\$1,220,000

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 available in the General Fund, Department of Fiscal Services, Controller Division's Professional Services, Account No. 101-1741-801.000 for FY 2018; and pending approval, will be budgeted in the same account for FY 2019 through 2023.

I have approved the contract 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: Purchase Order Increase, Dump Truck Engine Repair – Maintenance and Service Division

Prepared by: Don Riley, Public Services Department

Manager’s Recommendation:

I recommend approval of an increase to purchase order no. 502356 with Graff Truck Center, Inc. in the amount of \$752.86, for a new total of \$5,765.71, for the repair of Dump Truck No. 57-0457 for the Maintenance and Service Division.

Justification:

On October 23, 2017 Council approved repairs to Dump Truck No. 57-0457, a 2004 GMC with 54,838 miles. This truck was taken to Graff Truck Center, the local sole source for this brand and original vendor for this truck, for the diagnosis of an engine misfire condition. The diagnosis indicated a required replacement of the vehicle’s Powertrain Control Module and Data Gateway Module. During completion of these approved repairs, additional wiring harness damage was found and repaired resulting in this additional cost. This truck is used daily and required for emergency situations in the maintenance and repair of the City of Saginaw’s water and sewer infrastructure system.

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 Motor Pool Operation Fund, Garage Operations Division’s Motor Vehicles Repairs Account No. 661-4481-931.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Replacement Inspection and Valve Turning Truck - Maintenance and Service

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend the approval of purchases with Todd Wenzel Buick GMC in the amount of \$34,153.75 for a 2018 GMC Sierra Crew Cab and chassis; and Truck and Trailer Specialties, Inc. in the amount of \$10,055 for utility body refurbishing for the Maintenance and Service Division.

Justification:

The Maintenance and Service Division budgeted to replace a 2011 Ford F350 cab and chassis in FY18. This vehicle has over 69,000 miles and 8404 hours, which has developed powertrain issues requiring the replacement of the engine assembly in addition to other needed costly repairs such as transmission, brakes, tires etc. This truck is the oldest of two of these units used in the daily location, staking, inspection, valve exercising and repairs of utilities. Operating efficiency, operator safety, and loss of productivity due to down time contribute to the need to replace this equipment.

The replacement will be a 2018 GMC Sierra 3500HD 4X4 Crew Cab and Chassis equipped as specified from Todd Wenzel Buick GMC of Westland, MI at a State Bid cost of \$34,153.75. The existing utility body with hoist will be refurbished and installed by Truck and Trailer Specialties, Inc. of Dutton, MI utilizing the Rochester Hills RFQ Co-op contract through the Michigan Intergovernmental Trade Network (MITN) at a cost of \$10,055.00.

These vendors meet 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, Surplus Division's Vehicles Account No. 591-4740-982.000 \$22,104.38, and the Sewer Operations and Maintenance Fund, Surplus Division's Vehicles Account No. 590-4840-982.000 \$22,104.37.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification of Emergency Purchase—Police Building Canopy Repair
Prepared by: Bruce Caradine, Public Services Department

Manager’s Recommendation:

I recommend ratification of emergency purchase with First Class Building Maintenance in the amount of \$5,417 for the repair of the main entrance exterior canopy at Police Department Building located at 612 Federal Avenue.

Justification:

On October 20, 2017 emergency purchase order no. 502436 was issued to First Class Building Maintenance who was the low quote, for the repair to the Police Department Building’s exterior canopy. The canopy needed immediate repairs to limit the water damage that was occurring inside the building. The repair materials are temperature sensitive, so work needed to be finished prior to freezing temperatures. The work includes but is not limited to, repairs to the damaged drywall, exterior repair and painting of the soffit ceiling at the front entrance, scraping, patching and repair of the soffit ceiling.

The following is a tabulation of the quotes received:

<u>Contractor</u>	<u>Cost</u>
First Class Building Maintenance Saginaw, MI (In City)	\$5,417
Larkins Painters, Inc. Hemlock, MI	\$6,420

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, Department of Public Services, Facilities Division’s, General Repairs Account No. 101-7575-930.000 \$2,708.50, General Fund, Community Public Safety Police, Building Management Division’s, General Repairs Account No. 101-3514-930.000 \$2,708.50.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Utility Service Pump Repair Parts – Maintenance and Service
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend ratification of emergency purchase with Michigan Cat Underground Shoring a sole source, in the amount of \$3,679.56 for repair parts for a 6-inch Utility Service Pump No. 57-0104 for the Maintenance and Service Division.

Justification:

On November 3, 2017 emergency purchase order no. 502525 was issued to Michigan Cat Underground Shoring, the local sole source dealer for this brand, for the purchase of repair parts for a 6-inch Utility Service Pump No. 57-0104, a 2003 Thompson Pump with 1,843 hours. On October 23, 2017, this pump was brought to the garage due to excessive noise and poor performance. It was diagnosed to require the replacement of the impellor, wear plate and bearings. This is one of two pumps used daily and required for emergency situations in the maintenance and repair of the City of Saginaw's water and sewer infrastructure system. When it was determined this pump would be out of service awaiting parts, a pump from the Waste Water division was obtained as a backup for the second pump. When the second pump started displaying mechanical issues requiring it to be removed from service, the priority of this pump's repair was raised resulting in the issuing of this emergency PO.

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 Motor Pool Operation Fund, Garage Operations Division's, Motor Vehicle Supplies, Account No. 661-4481-737.000, and will be accounted for in the Motor Pool Operation Fund's Inventory, Garage Operation's, Inventory, Account No. 661-0000-110.001.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Yard Waste Collections Truck Repair Parts – Streets Division
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend ratification of emergency purchase with Bell Equipment Company a sole source, in the amount of \$20,181.89 for repair parts for Yard Waste Collections Truck No. 76-0704 for the Streets Division.

Justification:

On November 1, 2017 emergency purchase order no. 502504 was issued for the purchase of repair parts for Yard Waste Collections Truck No. 76-0704, a 2015 Mack with 17,180 miles. On October 24, 2017 this truck struck a low hanging branch of a tree at 2910 Mackinaw sustaining damage to the front loading arms and hoisting mechanisms requiring repairs and the replacement of several parts. This is one of four trucks used in the daily collection of yard waste and recyclables from residence throughout the city.

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 n the Motor Pool Operation Fund, Garage Operations Division's, Motor Vehicle Supplies, Account No. 661-4481-737.000, and will be accounted for in the Motor Pool Operation Fund Inventory, Account No. 661-0000-110.001.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Plow and Salt Truck Repair Parts – Streets Division
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend ratification of emergency purchase with Wieland Sales a sole source, in the amount of \$3,671.15 for repair parts for Plow and Salt Truck No. 53-0401 for the Streets Division.

Justification:

On October 27, 2017 emergency purchase order no. 502485 was issued to Wieland Sales, the local sole source for this brand and original vendor for this truck, for the purchase of repair parts for Plow and Salt Truck No. 53-0401, a 2008 International with 43,570 miles. On October 20, 2017, inspection and preparation for winter operations service was initiated on this vehicle. During the inspection process, several areas of concern related to normal wear and salt induced corrosion due to the usage and age of this unit were discovered requiring the replacement of the engine oil cooler and lines, transmission lines and engine cooling tubes, hoses and clamps etc. This 2008 International is one of the two oldest of twelve front line plow and salt trucks, which must be maintained in a ready condition as they are relied upon during snow events, to maintain over 300 lane miles of the City's paved streets and state highways. In the past the City has experienced snowfall events in early fall and we needed to ensure that all trucks are operational and ready to be placed in service, resulting in the issuance of the emergency PO. Further uses include hauling and pulling various materials and support equipment.

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 Motor Pool Operation Fund, Garage Operation's, Motor Vehicle Supplies, Account No. 661-4481-737.000, and will be accounted for in the Motor Pool Operation Fund, Garage Operation's, Inventory, Account No. 661-0000-110.001.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Plow and Salt Truck Replacement Turbocharger – Streets Division
Prepared by: Don Riley, Public Services Department

Manager’s Recommendation:

I recommend ratification of emergency purchase with Michigan Turbo in the amount of \$2,625.00 for a replacement Turbocharger for Plow and Salt Truck No. 53-0401 for the Streets Division.

Justification:

On October 27, 2017 quotes were received and emergency purchase order no. 502478 was issued to Michigan Turbo for the purchase of a replacement Turbocharger for Plow and Salt Truck No. 53-0401, a 2008 International with 43,570 miles. On October 20, 2017, inspection and preparation for winter operations service was initiated on this vehicle. During the inspection process several areas of concern related to normal wear and salt induced corrosion due to the usage and age of this unit were discovered requiring the replacement of the engine’s turbocharger unit. This 2008 International is one of the two oldest of twelve front line plow and salt trucks, which must be maintained in a ready condition as they are relied upon during snow events, to maintain over 300 lane miles of the City's paved streets and state highways. In the past the City has experienced snowfall events in early fall and we needed to ensure that all trucks are operational and ready to be placed in service, resulting in the issuance of the emergency PO. Further uses include hauling and pulling various materials and support equipment.

The following is a listing of the quotes received:

<u>Vendor</u>	<u>Cost</u>
Michigan Turbo Grand Rapids, MI (out-city)	\$ 2,625.00
Wieland Sales Saginaw, MI (out-city)	\$ 2,822.79

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 Motor Pool Operation Fund, Garage Operations Division’s, Motor Vehicle Supplies, Account No. 661-4481-737.000, and will be accounted for in the Motor Pool Operation Fund, Inventory Account No. 661-0000-110.001.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Consumers Energy License for Environmental Testing and Response Activities Third Amendment

Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend the approval of the Third Amendment to the License Agreement for Environmental Testing and Response Activities with Consumers Energy for scheduled remedial activities on City property for the Public Services Department.

Justification:

On April 23, 2002, the City entered into a License agreement for Environmental Testing and Response Activities with Consumers Energy for the sole purpose of conducting an investigation of the environmental condition of land and performing the necessary response activities on City property located at 1435 S. Washington Avenue, the Public Services Building site. On August 8, 2005, City Council approved the First Amendment to the License which addressed several changes to the original License and extended the terms of the agreement to December 31, 2008. A Second Amendment approved by Council on October 25, 2011, extended the terms of the License to December 31, 2014.

The Third License Amendment will extend the terms and conditions of the current License to December 31, 2022, which will allow for the continued necessary scheduled remedial activities conducted at the site.

I have approved the Third License Amendment 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: Leaf Blower Replacement – Parks and Cemeteries Divisions
Prepared by: Don Riley, Public Services Department

Manager’s Recommendation:

I recommend approval of a purchase with Wohlfeil Hardware & Tools in the amount of \$21,100 for the purchase of two replacement leaf blowers for the Parks and Cemeteries Divisions.

Justification:

On October 31, 2017, bids were received for replacement leaf blowers, with matching low bids. The winning bid was awarded to Wohlfeil Hardware & Tools as they are a stocking dealer for the brand offering immediate delivery and an inventory of maintenance and replacement parts. The Parks and Cemeteries Divisions are replacing two 12 year old blowers that are no longer in working condition and are inadequate for the current operation. These new larger ride-on style blowers will increase efficiency and productivity reducing the overall time required for this operation. Operator safety and grounds keeping productivity are the major factors necessitating the replacement of these blowers.

The following is a listing of the bids received:

<u>Vendor</u>	<u>Total Cost</u>
Wohlfeil Hardware & Tool Saginaw, MI (out-city)	\$21,100.00
Hoffman Power Equipment Saginaw, MI (out-city)	\$21,100.00
Weingartz Supply, Inc. Farmington Hills, MI (out-city)	\$21,180.22

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, Department of Public Services, Parks Division’s, Parts and Supplies Account No. 101-7570-742.000 \$10,550.00 and General Fund, Department of Public Services, Cemeteries Division’s, Parts and Supplies Account No. 101-1747-742.000 \$10,550.00.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: ACT 51 Decertification/Vacation Resolution for South Fayette Street
Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend approval of the Michigan Department of Transportation (MDOT) Resolution for the Decertification/Vacation of South Fayette Street between Mackinaw Street and Gratiot Avenue.

Justification:

The Michigan Department of Transportation requires all municipalities when filing the ACT 51 Annual Report for Mileage Certification for Cities and Villages, to certify all street additions, deletions, vacation, and changes for the prior year.

The street vacation of South Fayette Street between Mackinaw Street and Gratiot Avenue was requested by Old Town Christian Outreach Center, to provide a safer area for the population that is served by the organization. Old Town Christian Outreach Center owns all the property along both sides of the 500 block. This will combine both sides into a larger campus providing safe access between the adjacent buildings for the activities and services provided.

City Council approved the vacation of South Fayette Street on November 6, 2017. However, MDOT requires a City Council Resolution to formally decertify the road mileage and vacate the street from the ACT 51 roadway system. The City will lose an estimated \$1,135 per year in ACT 51 road revenue for the maintenance of the City's major streets.

Council Action:

This Council Communication is for informational purposes of the resolution to be adopted.

ACT 51 DECERTIFICATION/VACATION OF S. FAYETTE PORTION

Moved by Council Member _____, seconded by Council Member _____ to adopt the following resolution:

WHEREAS: At a regular meeting of the City Council of the City of Saginaw, Michigan, held at the City Hall on December 4, 2017, the following resolution was offered by, member _____, and supported by member _____;

NOW THEREFORE IT IS RESOLVED, the City of Saginaw does wish to decertify/vacate a portion of South Fayette Street. This decertification/vacation of South Fayette Street is located between Mackinaw Street and Gratiot Avenue for a total decertification/vacation of two hundred forty (240) feet:

Ayes:
Nays:
Absent:
Abstain:

RESOLUTION ADOPTED

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 resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on December 4, 2017; 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.

Janet Santos, CMMC/MMC
City Clerk

From: Timothy Morales, City Manager
Subject: Ratification of Emergency Service – Tower Repair
Prepared by: Dan Simmer, Water and Wastewater

Manager’s Recommendation:

I recommend ratification of emergency purchase with Great Lakes Tower in the amount of \$2,500 for the repair of the SCADA (Supervisory Control and Data Acquisition) system at the Aqua Pump Station for the Instrumentation and Process Controls Division.

Justification:

On October 31, 2017, Great Lakes Tower of Flat Rock, MI was contacted because we were experiencing communications problems with the SCADA (Supervisory Control and Data Acquisition) system at the Aqua Pump Station. Great Lakes Tower has staff and equipment that specializes in troubleshooting radio communications issues.

The Aqua Pump booster station receives water from the City’s water treatment plant, boosts the pressure and delivers it to Saginaw Township and the outlying areas. The station communicates directly with and is controlled by staff at the City’s water treatment plant. We were experiencing extremely slow communication which was hindering the operation of the booster station. We determined that there was a problem with the antenna or cable and contacted Great Lakes Tower, who has completed tower repairs for us in the past. Repairs were performed on October 31 and November 1, 2017

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 available in the Water Operations and Maintenance Fund, Instrumentation and Process Controls Division’s Professional Services Account No. 591-4715-801.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Ratification of Emergency Purchase – Flanged Spool Piece

Prepared by: Brian Baldwin, Water and Wastewater

Manager’s Recommendation:

I recommend ratification of emergency purchase with Michigan Pipe and Valve in the amount of \$2,450.00 for the purchase of a 30” flanged spool piece for the Wastewater Treatment Division.

Justification:

On October 26, 2017, emergency purchase order no. 502473 was issued for a 30” flanged spool piece needed to repair the raw sewage pump on the fifth level of the caisson. The plant has six raw sewage pumps and during wet weather conditions we run as many as five pumps. This makes keeping these pumps in service a high priority. We had received over 5 inches of rain in October, so in an effort to minimize down time on this pump, a quote was obtained from Michigan Pipe and Valve of Saginaw, 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 available in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division’s Parts and Supplies Account No. 590-4830-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: DTN Weather Services
Prepared by: Dan Simmer, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with DTN LLC, a sole source, in the amount of \$4,176 to provide weather services for the Water Treatment Division.

Justification:

This service allows the Water Treatment Plant staff to track in-coming storms and properly assess the need for emergency power generation. Information provided by this service includes radar, lightning strike occurrences and wind speeds to allow for faster response for approaching storms. Generators are run when storms approach to help maintain proper water pressure. DTN of Omaha, NE (formerly Televent DTN, LLC) is the sole provider of this service which they have been providing to us since September of 1996.

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, Instrumentation and Process Controls Division's Subscription/Reference Account No. 591-4715-823.002.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Automatic Shutoff Valve
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Waterworks Systems & Equipment Inc., a sole source, in the amount of \$3,195.00 for the purchase of an automatic shutoff valve for use in the chlorine and sulfur dioxide feed systems at the Wastewater Treatment Division.

Justification:

On October 11, 2017, we obtained a quote from Waterworks Systems & Equipment Inc. for a replacement valve for stock. The Wastewater Treatment Plant has four automatic shut off valves used in the chlorine and sulfur dioxide feed systems that work under a vacuum created by an inductor to pull gaseous chemical into the feed chamber where it mixes with the water to be treated. These valves shut down the system when vacuum pressure is lost, thereby preventing potential chemical leaks. Because of the importance of these valves, one is always kept in stock. Recently one of these valves failed and was replaced with the stock valve. Waterworks Systems & Equipment Inc. is the manufacturer's representative for Denora Water Technologies, the manufacturer of the automatic shutoff valve, and the sole source for their products in our area.

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 Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Parts and Supplies Account No. 590-4830-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: The Brownfield Redevelopment Authority
Subject: Abolishment of Brownfield Plan 5, U.S. Graphite, Inc.
Prepared by: Yolanda M. Jones, Director of OMB

Manager's Recommendation:

It is recommended that City Council approve the abolishment of the Brownfield Plan 5, U.S. Graphite, Inc., located at 1620 East Holland Avenue.

Justification:

On September 29, 1997, City Council approved the creation of a Brownfield Redevelopment Authority and designated the boundaries of the Brownfield Redevelopment Zone. The purpose of Brownfield legislation is to assist in development of vacant and/or underutilized sites.

On May 12, 1999, the Brownfield Redevelopment Authority approved an amendment to the Brownfield Redevelopment Zone Development Plan to include Brownfield Plan 5, U.S. Graphite, Inc., located at 1620 East Holland Avenue. On May 17, 1999, City Council approved the original Brownfield Plan.

The applicant has provided the Brownfield Redevelopment Authority the required documentation in order to be reimbursed the tax capture for eligible activities, and the purposes for which the plan amendment was established have been accomplished.

On August 8, 2017, the Brownfield Redevelopment Authority approved the abolishment of Brownfield Plan 5 because the applicant provided the required documentation in order to be reimbursed the tax capture for eligible activities and the purposes for which the plan amendment was established have been accomplished.

Council Action:

This Council Communication is for informational purposes of the resolution to be adopted.

TO ABOLISH BROWNFIELD PLAN 5, U.S. GRAPHITE, INC.
LOCATED AT 1620 EAST HOLLAND AVENUE

Moved by Council Member _____, seconded by Council Member _____ to adopt the following resolution:

WHEREAS: City Council approved a resolution on September 29, 1997 creating a Brownfield Redevelopment Authority and designating the boundaries of the Brownfield Redevelopment Zone; and

WHEREAS: on May 12, 1999, the Brownfield Redevelopment Authority approved an amendment to the Brownfield Redevelopment Zone Development Plan to include Brownfield Plan 5, U.S. Graphite, Inc., located at 1620 East Holland Avenue; and

WHEREAS: City Council approved a resolution on May 17, 1999 adopting a development plan for the Brownfield Redevelopment Zone which complies with the provisions of Public Act 381 of 1996, as amended; and

WHEREAS: U.S. Graphite, Inc., has provided the Brownfield Redevelopment Authority all the required documentation in order to be reimbursed the tax capture for eligible activities in an amount up to \$100,000; and

WHEREAS: On August 8, 2017, the Brownfield Redevelopment Authority approved the abolishment of Brownfield Plan 5, and the payment of tax increment revenue to U.S. Graphite, Inc., in the amount up to \$100,000 with the reconciliation of eligible activities.

NOW, THEREFORE, BE IT RESOLVED, that the Saginaw City Council does hereby approve the recommendation of the Brownfield Redevelopment Authority to abolish Brownfield Plan 5.

Ayes:
Nays:
Absent:
Abstain:

RESOLUTION DECLARED ADOPTED

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 resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on December 4, 2017; 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.

Janet Santos, CMMC/MMC
City Clerk

ESTABLISHING AN OBSOLETE PROPERTY REHABILITATION DISTRICT AT 2230 EUCLID STREET

Moved by Council Member _____, seconded by Council Member _____ to adopt the following resolution:

WHEREAS: under P.A. 146 of 2000 the City of Saginaw is authorized to form Obsolete Property Rehabilitation Districts; and

WHEREAS: the property at 2230 Euclid Street, parcel #08-0917A01303, has been deemed functionally obsolete by the City of Saginaw; and

WHEREAS: the owner of the property has been notified by certified mail that a public hearing will be conducted on December 4, 2017, in accordance with P.A. 146 of 2000.

NOW THEREFORE BE IT RESOLVED, that the City of Saginaw hereby approves the formation of an Obsolete Property Rehabilitation District pursuant to Public Act 146 of 2000, as amended, for the eligible property legally described as:

2230 EUCLID STREET

ASSESSOR'S FILE #: 08-0917A01303

LOTS F & E 2.62 FT OF LOT G IN OUT LOT 39, HOYT'S SUBDIVISION OF THE JAMES RILEY RESERVE.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED

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 resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on December 4, 2017; 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.

Janet Santos, CMMC/MMC
City Clerk

From: Timothy Morales, City Manager
Subject: Saginaw Area Storm Water Authority Apportionment
Prepared by: Phillip Karwat, Public Services Department

Manager's Recommendation:

I recommend that adoption of the apportionment be approved for the City of Saginaw as a Member of the Saginaw Area Storm Water Authority (SASWA). The FY 2018 apportionment is \$4,000.00, to be paid in quarterly amounts of \$1,000.00.

Justification:

On October 18, 2017 at the SASWA general board meeting, a FY2018 proposed budget and apportionment was submitted for each member to present to their governing body for approval. From its inception in 2003, as a means for communities to comply with the EPA's MS4 requirements, SASWA has proven beneficial for all members as the alternative was for each municipality to hire engineering firms individually to meet storm water requirements, a cost that was once estimated at \$50,000 annually per community.

For FY 2018 the apportionment for all members is 6.67% to recognize the engineering and technical services that each community needed relative to the size of their MS4 completion. Now each member benefits the same in respect to direct service rendered from the engineering firm and continued compliance with the National Pollution Discharge Elimination Permit for storm water. The FY 2018 SASWA budget is proposed in the amount of \$93,000.00. Carry over from FY 2017 in the amount of \$33,000.00 reduces the amount of new funding needed to \$60,000.00, which amounts to \$4,000.00 per member invoiced quarterly. This is in contrast to the FY 2017 budget, which was set in the amount of \$90,000.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Maintenance and Service Division's Operating Services Account No. 590-4821-805.000.

Council Action:

This communication is for explanation purposes only of the Resolution to be adopted.

**APPROVING THE APPORTIONMENT OF OPERATIONAL COSTS
AND ACCEPTING THE FISCAL YEAR 2018 BUDGET
OF THE SAGINAW AREA STORM WATER AUTHORITY**

Moved by Council Member _____, seconded by Council Member _____, to adopt the following resolution:

WHEREAS: the City of Saginaw has previously joined the Saginaw Area Storm Water Authority, hereafter "Authority," and is a constituent municipality pursuant to the Articles of Incorporation adopted by the Authority; and

WHEREAS: two-third (2/3) of the legislative bodies of the Member Municipalities are required to approve the apportionment of the annual operating costs of the Authority; and

WHEREAS: the Authority is required to file with the legislative bodies of the Member Municipalities an annual budget for the next fiscal year covering the proposed expenditures to be made for the organization and operation of the Authority.

NOW, THEREFORE, BE IT RESOLVED, that

1. The City of Saginaw apportionment of the 2018 annual operational costs for the Authority is accepted and approved as presented.
2. The City of Saginaw 2018 annual budget, for the Authority is accepted and approved as presented, in the amount of \$4,000.00.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED

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 resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on December 4, 2017; 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.

Janet Santos, CMMC/MMC
City Clerk

**APPROVING THE RESOLUTION APPOINTING THE TRUSTEE
AND ALTERNATE TRUSTEE TO THE
SAGINAW AREA STORM WATER AUTHORITY BOARD OF TRUSTEES**

Moved by Council Member _____, seconded by Council Member _____, to adopt the following resolution:

WHEREAS: the City of Saginaw has previously joined the Saginaw Area Storm Water Authority Board of Trustees, hereafter “Authority,” and is a constituent municipality pursuant to the Articles of Incorporation adopted by the Authority; and

WHEREAS: each constituent municipality is required to periodically designate a constituent member and alternate constituent member to serve on the Authority Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED,

1. The following are hereby appointed as constituent member and alternate constituent member, respectively, of this City:

Constituent Member: _____ Josh Hoffman _____

Alternate Member: _____ Beth London _____

2. The above appointed trustee and alternate trustee will serve a four-year term beginning January 1, 2018 through December 31, 2021, or until otherwise replaced by the Saginaw City Council.

Ayes:
Nays:
Absent:
Abstain:

RESOLUTION DECLARED ADOPTED

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 resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on December 4, 2017; 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.

Janet Santos, CMMC/MMC
City Clerk