

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, OCTOBER 20, 2025
6:30 P.M.**

**Meeting to be held at City Hall
301 West Main Street**

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF OCTOBER 6, 2025:

ADDRESSING THE CITY COUNCIL

1. Your comments shall be made during times set aside for that purpose.
2. Stand or raise a hand to indicate that you wish to speak.
3. When recognized, give your name and address and direct your comments and/or questions to any City official in attendance.
4. Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to four (4) minutes duration during the first occasion for citizen comments and questions. Each person shall also be afforded one opportunity of up to three (3) minutes duration during the last occasion provided for citizen comments and questions and one opportunity of up to three (3) minutes duration during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
5. In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

1. Proposed Special Assessment District No. 2026-101 - Hazards & Nuisances. Conduct a public hearing to receive citizen comment regarding proposed Special Assessment District No. 2026-101, Hazards & Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances.

CITIZEN COMMENTS

COUNCIL COMMENTS

CONSENT AGENDA

1. Emergency Change Order – City Hall Improvements Project. Authorize Change Order No. 1 to the City Hall Improvements Project contract for the emergency upgrade of natural gas service to accommodate the new HVAC units in the amount of \$2,685.65 and further authorize payment to the contractor up to the revised contract amount of \$603,744.65.
2. Contract Renewal— Utilities General Engineering Services. Approve the required annual renewal of the Utilities General Engineering Services contracts with OHM Advisors, Tetra Tech, Fishbeck, and Jones & Henry to provide engineering services for utilities projects through October 30, 2026.

3. Grant Acceptance – State & Local Cybersecurity Grant Program Grant. Accept a State and Local Cybersecurity Grant Program grant in the amount of \$73,162.00, authorize the Mayor and City Clerk to sign the grant agreement, further authorize the IT Director to execute certifications, and establish the Network Engineer Todd Wyzynajtys as the official point of contact for the grant.
4. Grant Acceptance & Bid Award – City Hall ADA Compliant Basement Entrance Doors. Accept a \$10,000.00 grant from the Michigan Association of Municipal Clerks toward the purchase and installation of ADA compliant basement entry doors at City Hall, award contract for said doors to C.E. Door & Hardware L.L.C. in the amount of \$18,137.00, and authorize payment to the contractor upon satisfactory completion of the project.
5. Purchase Authorization – Road Salt. Waive competitive bidding requirements, authorize purchase order with The Detroit Salt Company, L.C., via State of Michigan Contract No. 180000000768, in the amount of \$12,196.00 for early delivery of 200 tons of road salt at \$60.98/ton, plus an additional quantity of 1,200 tons in the amount of \$72,804.00 at \$60.67/ton, to be delivered as needed during the 2025-26 contract period, further authorize a contingency amount of \$21,234.50, and approve payment up to \$106,234.50 according to unit prices for quantities received.
6. Bid Award – Aiken Road Compost Management. Authorize bid award to Great Lakes Resource Recovery, LLC for the Aiken Road Compost Management contract in the amount of \$16,000.00 per year for a period of three years beginning January 1, 2026 and further authorize payment to the contractor up to the amount of \$48,000.00.
7. Bid Award – WTP Valve Replacement Project. Authorize bid award to John E. Green Company for the WTP Valve Replacement Project in the amount of \$59,000.00 and further authorize payment to the contractor upon satisfactory completion of the project or portion thereof.
8. Warrant No. 660. Authorize Warrant No. 660 as follows:

Vendor	Description	Fund	Amount
Owosso Charter Township	25% charge back per 2011 Water Agreement July - September	WATER	\$24,143.98
Caledonia Charter Township	25% charge back per 2006 Water Agreement July – September	WATER	\$75,598.81

ITEMS OF BUSINESS

1. Contract Approvals – Ludington Electric, Inc. Reiterate acknowledgement of the pecuniary interest of Councilmember in the contract(s) in question and consider approval of \$120.00 in contracts with Ludington Electric, Inc. for the period of September 2025.
2. Glow Owosso Fireworks Permit Request. Consider the request of Owosso Main Street/DDA for permission to hold a public fireworks display operated by Wolverine Fireworks Display, Inc. during the City's annual Glow Owosso event.
Master Plan Implementation Goals: 4.2, 4.5, 4.6, 4.16, 5.9, 5.12
3. Proposed Property Sale – Twenty-One Day Posting. Authorize twenty-one (21) day posting period for the proposed sale of the city-owned property located at 1000 Bradley Street to NB Concepts, LLC in the amount of \$10,000.00.

CITIZEN COMMENTS

COUNCIL COMMENTS

COMMUNICATIONS

1. Tanya S. Buckelew, Planning & Building Director. Annual Liquor License Inspection Report.
2. Tanya S. Buckelew, Planning & Building Director. September 2025 Building Department Report.
3. Tanya S. Buckelew, Planning & Building Director. September 2025 Code Violations Report.
4. Tanya S. Buckelew, Planning & Building Director. September 2025 Inspections Report.
5. Tanya S. Buckelew, Planning & Building Director. September 2025 Certificates Issued Report.
6. Kevin D. Lenkart, Public Safety Director. September 2025 Police Report.
7. Kevin D. Lenkart, Public Safety Director. September 2025 Fire Report.
8. Downtown Development Authority/Main Street Board. Minutes of October 1, 2025.
9. Brownfield Redevelopment Authority. Minutes of October 9, 2025.

NEXT MEETING

Monday, November 3, 2025

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2027
DDA/OMS Board x 2 – terms expire June 30, 2028
Zoning Board of Appeals – Alternate – term expires June 30, 2027
Zoning Board of Appeals – Alternate – term expires June 30, 2028

ADJOURNMENT

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing, calling, or emailing the following: Owosso City Clerk's Office, 301 West Main Street, Owosso, MI 48867; Phone: (989) 725-0500; Email: city.clerk@ci.owosso.mi.us. The City of Owosso Website address is www.ci.owosso.mi.us.

**PLEASE TAKE NOTICE THAT THE FOLLOWING MEETING
CAN ONLY BE VIEWED VIRTUALLY**

The Owosso City Council will conduct an in-person meeting on October 20, 2025. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL
Monday, October 20, 2025 AT 6:30 P.M.**

The public joining the meeting via Zoom CANNOT participate in public comment.

- **Join Zoom Meeting:**

<https://us02web.zoom.us/j/85928875176?pwd=M92Lo5dAw6x6bbXUMyJB7bajOLhK6W.1>

Meeting ID: 859 2887 5176

Passcode: 519477

One tap mobile

+13126266799,,81130530177#,,,,*017514# US (Chicago)

+16465588656,,81130530177#,,,,*017514# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

- **For video instructions visit:**

- o Signing up and Downloading Zoom <https://youtu.be/qsy2Ph6kSf8>

- o Joining a Zoom Meeting <https://youtu.be/hlkCmbvAHQQ>

- o Joining and Configuring Audio and Video <https://youtu.be/-s76QHshQnY>

- **Helpful notes for participants:** [Helpful Hints](#)

- **Meeting packets are published on the City of Owosso website** <http://www.ci.owosso.mi.us>

Any person who wishes to contact members of the City Council to provide input or ask questions on any business coming before the Council on October 20, 2025 may do so by calling or e-mailing the City Clerk's Office prior to the meeting at (989)725-0500 or city.clerk@ci.owosso.mi.us. Contact information for individual Council members can be found on the City website at: <http://www.ci.owosso.mi.us/Government/City-Council>

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing, calling, or emailing the following: Owosso City Clerk's Office, 301 West Main Street, Owosso, MI 48867; Phone: (989) 725-0500; Email: city.clerk@ci.owosso.mi.us. The City of Owosso Website address is www.ci.owosso.mi.us.

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF OCTOBER 6, 2025
6:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR ROBERT J. TEICH, JR.

OPENING PRAYER: PASTOR KATIE WALLEN
FIRST BAPTIST CHURCH

PLEDGE OF ALLEGIANCE: OWOSSO FIRE DEPARTMENT CAPTAIN RICK BREWBAKER

PRESENT: Mayor Robert J. Teich, Jr., Mayor Pro-Tem Jerome C. Haber,
Councilmembers Janae L. Fear, Carl C. Ludington, Emily S. Olson,
Rachel M. Osmer, and Christopher D. Owens.

ABSENT: None.

APPROVE AGENDA

Motion by Mayor Pro-Tem Haber to approve the agenda as presented.

Motion supported by Councilmember Ludington and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF SEPTEMBER 15, 2025

Motion by Councilmember Osmer to approve the Minutes of the Regular Meeting of September 15, 2025 as presented.

Motion supported by Councilmember Owens and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF SPECIAL MEETING OF SEPTEMBER 29, 2025

Motion by Councilmember Ludington to approve the Minutes of the Special Meeting of September 29, 2025 as presented.

Motion supported by Councilmember Olson and concurred in by unanimous vote.

PROCLAMATIONS / SPECIAL PRESENTATIONS

Swearing in Ceremony – Fire Department Employee

A ceremony was held to swear in the City's newest firefighter: Josh Hect. Firefighter Hect was joined at the podium by his wife Alyssa and his son Symon, where his wife pinned his badge.

Curwood Festival Donation

Curwood Festival representatives were on hand to present a donation of \$1,000.00 from the Curwood Festival to the City for the maintenance of Curwood Castle.

Domestic Violence Awareness Month Proclamation

Mayor Teich read aloud the following proclamation of the Mayor's Office declaring the month of October 2025 as Domestic Violence Awareness Month in the City of Owosso:

A PROCLAMATION OF THE MAYOR'S OFFICE OF THE CITY OF OWOSSO, MICHIGAN PROCLAIMING OCTOBER 2025 AS DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, Domestic violence is a serious crime that affects millions of Americans each year from all ages, races, gender, and income levels; and

WHEREAS, The City of Owosso remains committed to raising awareness about domestic violence and educating our community about the importance of supporting survivors; and

WHEREAS, We recognize the tireless efforts of local organizations, law enforcement agencies, and community members who work together to provide assistance and safety for victims of domestic violence, including our local advocacy office - the SafeCenter; and

WHEREAS, We support local initiatives and programs that aim to stop the cycle of violence through prevention, education, intervention, and advocacy; and

WHEREAS, Domestic Violence Awareness Month provides an important opportunity to learn more about domestic violence and to demonstrate support for the numerous organizations and individuals who engage in advocacy, provide services, and offer assistance to victims, and we remind our community there are local services available to support you.

NOW, THEREFORE, I, Robert J. Teich, Jr., Mayor of the City of Owosso, Michigan, do hereby proclaim the month of October 2025 as Domestic Violence Awareness Month in the City of Owosso, Michigan and do hereby acknowledge the hard work, dedication and kindness of the individuals that provide assistance and services to survivors of sexual assault.

Proclaimed this 6th day of October, 2025.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS

Tom Manke, 2910 W. M-21, thanked Council for recognizing Domestic Violence Awareness Month. He also criticized two local organizations for not having more services for men and encouraged such organizations to take care of everyone.

Pastor Bill Moull, Owosso Free Methodist Church, said domestic violence leaves long-lasting scars and said a prayer for the victims of domestic violence.

COUNCIL COMMENTS

Councilmember Osmer announced that Respite will be holding a Purse Bingo event on Thursday, tickets are \$20.00 online, or \$25.00 at the door.

Mayor Teich encouraged everyone to participate in the DDA survey to select a beneficiary for the proceeds from this year's Chocolate Walk.

CONSENT AGENDA

Motion by Councilmember Olson to approve the Consent Agenda as follows:

Proposed Special Assessment District No. 2026-101 - Hazards & Nuisances. Authorize Resolution No. 1 setting a public hearing for Monday, October 20, 2025 at 6:30 p.m. to receive citizen comment regarding proposed Special Assessment District No. 2026-101, Hazards & Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances as follows:

RESOLUTION NO. 132-2025

SPECIAL ASSESSMENT DISTRICT NO. 2025-101 HAZARDS AND NUISANCES

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances more particularly hereinafter described to the properties specially benefited by said public improvement, and the same has been presented to the Council by the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet at the Owosso City Hall, Owosso, Michigan at 6:30 o'clock p.m., on Monday, October 20, 2025 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same.
3. The City Clerk is directed to publish the notice of said hearings once in *The Argus Press*, the official newspaper of the City of Owosso, not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the City Assessor's office as shown on the general tax rolls of the City, at least ten (10) days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.

The notice of said hearing to be published and mailed shall be in substantially the following form:

NOTICE OF HEARING TO REVIEW SPECIAL ASSESSMENT ROLL – HAZARDS AND NUISANCES CITY OF OWOSSO COUNTY OF SHIAWASSEE, MICHIGAN

TO THE OWNERS OF THE OF THE FOLLOWING DESCRIBED PROPERTY:

TAKE NOTICE that a Special Assessment Roll-Hazards and Nuisances has been prepared for the purpose of defraying the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances on the property listed below.

Parcel #	Address	Srvc Code	Amount Due
050-560-000-015-00	1406 BUCKLEY DR	CLEAN	\$ 441.28
050-720-000-001-00	539 N CHIPMAN ST	CLEAN	\$ 284.42
050-050-000-038-00	114 S CEDAR ST	WEEDS	\$ 405.00
050-114-004-004-00	STATE ST	WEEDS	\$ 270.00
050-114-004-005-00	1115 STATE ST	WEEDS	\$ 270.00
050-114-006-001-00	1122 S CEDAR ST	WEEDS	\$ 675.00
050-240-003-006-00	621 N SAGINAW ST	WEEDS	\$ 290.00
050-250-000-040-00	624 PINE ST	WEEDS	\$ 135.00
050-380-002-003-00	318 RANDOLPH ST	WEEDS	\$ 270.00
050-390-004-012-00	1260 ADAMS ST	WEEDS	\$ 675.00
050-420-004-005-00	612 BROADWAY AVE	WEEDS	\$ 135.00
050-420-010-021-00	810 BROADWAY AVE	WEEDS	\$ 270.00
050-542-000-005-00	412 E MAIN ST	WEEDS	\$ 540.00
050-553-000-008-00	1500 MCMILLAN AVE	WEEDS	\$ 284.50
050-651-022-004-00	306 CORUNNA AVE	WEEDS	\$ 270.00
050-652-010-024-00	917 S PARK ST	WEEDS	\$ 540.00
050-660-011-001-00	219 N CEDAR ST	WEEDS	\$ 270.00
050-660-022-004-00	216 S ELM ST	WEEDS	\$ 426.50
050-113-015-006-00	1401 W MAIN ST	WTR	\$ 2,150.00
050-114-003-010-00	1116 STATE ST	WTR	\$ 3,751.08
Total:			\$ 12,352.78

TAKE NOTICE THAT ANY HAZARDS/NUISANCES INVOICES OR CHARGES REMAINING UNPAID AS OF THEIR DUE DATE WILL BE INCLUDED ON THIS ROLL.

The said Special Assessment Roll-Hazards and Nuisances is on file for public examination with the City Clerk and any objections to said Special Assessment Roll-Hazards and Nuisances must be filed in writing with the City Clerk prior to the close of the hearing to review said Special Assessment Roll-Hazards and Nuisances.

TAKE FURTHER NOTICE that appearance and protest at this hearing is required in order to appeal the amount of the special assessment to the State Tax Tribunal if an appeal should be desired. A property owner or party in interest, his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance by letter and his or her personal appearance shall not be required. The property owner or any person having an interest in the property subject to the proposed special assessment may file a written appeal of the special assessment with the State Tax Tribunal within thirty days after confirmation of the special assessment roll if that special assessment was protested at this hearing.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall, Owosso, Michigan at 6:30 p.m. on Monday, October 20, 2025 for the purpose of reviewing said Special Assessment Roll-Hazards and Nuisances and for the purpose of considering all objections to said roll submitted in writing. If you have questions regarding this notice, please contact the City Treasurer's Office at 725-0599.

4. The City Treasurer is directed to write-off the following hazards and nuisances charges, consisting of unpaid invoices that are unable to be leined due to the Shiawassee County tax sale process:

Invoice Date	Invoice #	Parcel #	Address	Srv Code	Amount Due
8/20/2024	7417	050-010-015-001-00	GILLIAM, HARLAN A	WEEDS	\$ 135.00
11/21/2024	7483	451	SANCHEZ, IVET	MISC	\$ 1,004.95
9/11/2024	7449	050-240-002-019-00	SCHUTT, NICHOLAS	WEEDS	\$ 135.00
8/15/2024	7399	050-240-002-019-00	SCHUTT, NICHOLAS	WEEDS	\$ 135.00
Total:					\$ 1,409.95

Boards and Commissions Appointment. Approve the following Mayoral Boards and Commissions appointment:

Name	Board/Commission	Term Expires
Colin McCallum	Owosso Main Street Board/DDA filling unexpired term of D. Woodworth	06-30-2028

***MDOT Local Grade Crossing Surface Program Application - S. Chestnut Street.** Approve application to the FY2026 Local Grade Crossing Surface Program for reconstruction of the Huron & Eastern Railroad crossing on South Chestnut Street as follows:

RESOLUTION NO. 133-2025

AUTHORIZING APPLICATION FOR FY2026 LOCAL GRADE CROSSING SURFACE PROGRAM FOR HURON & EASTERN RAILROAD CROSSING ON S. CHESTNUT STREET

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Engineering Department recommends the reconstruction of the Huron & Eastern railroad crossing on S. Chestnut Street; and

WHEREAS, the Michigan Department of Transportation offers its portion of state funds known as Local Grade Crossing Surface Program - fiscal year 2026, for this work; and

WHEREAS, the City of Owosso proposes to secure a Local Grade Crossing Surface Program project, which is paid for 60 percent (60%) by a MDOT Grant and forty percent (40%) by Huron & Eastern Railroad as outlined in the application.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to proceed with the proposed railroad crossing improvements.
- SECOND: The City of Owosso is actively seeking a Local Grade Crossing Surface Program award, to reconstruct the Huron & Eastern railroad crossing on S. Chestnut St and is willing to participate in this program.
- THIRD: That the proper city staff members are authorized to sign and submit the application documents.

Master Plan Implementation Goals: 3.4, 3.22, 6.6

***MDOT Local Grade Crossing Surface Program Application - S. Gould Street.** Approve application to the FY2026 Local Grade Crossing Surface Program for reconstruction of the Huron & Eastern Railroad crossing on South Gould Street as follows:

RESOLUTION NO. 134-2025

**AUTHORIZING APPLICATION FOR
FY2026 LOCAL GRADE CROSSING SURFACE PROGRAM FOR
HURON & EASTERN RAILROAD CROSSING ON S. GOULD STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Engineering Department recommends the reconstruction of the Huron & Eastern railroad crossing on S. Gould Street; and

WHEREAS, the Michigan Department of Transportation offers its portion of state funds known as Local Grade Crossing Surface Program - fiscal year 2026, for this work; and

WHEREAS, the City of Owosso proposes to secure a Local Grade Crossing Surface Program project, which is paid for 60 percent (60%) by a MDOT Grant and forty percent (40%) by Huron & Eastern Railroad as outlined in the application.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to proceed with the proposed railroad crossing improvements.
- SECOND: The City of Owosso is actively seeking a Local Grade Crossing Surface Program award, to reconstruct the Huron & Eastern railroad crossing on S. Gould St and is willing to participate in this program.
- THIRD: That the proper city staff members are authorized to sign and submit the application documents.

Master Plan Implementation Goals: 3.4, 3.22, 6.6

***MDOT Local Grade Crossing Surface Program Application - Smith Street.** Approve application to the FY2026 Local Grade Crossing Surface Program for reconstruction of the Huron & Eastern Railroad crossing on Smith Street as follows:

RESOLUTION NO. 135-2025

**AUTHORIZING APPLICATION FOR
FY2026 LOCAL GRADE CROSSING SURFACE PROGRAM FOR
HURON & EASTERN RAILROAD CROSSING ON SMITH STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Engineering Department recommends the reconstruction of the Great Lakes Central railroad crossing on Smith Street; and

WHEREAS, the Michigan Department of Transportation offers its portion of state funds known as Local Grade Crossing Surface Program - fiscal year 2026, for this work; and

WHEREAS, the City of Owosso proposes to secure a Local Grade Crossing Surface Program project, which is paid for 60 percent (60%) by a MDOT Grant and forty percent (40%) by Great Lakes Central Railroad as outlined in the application.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to proceed with the proposed railroad crossing improvements.
- SECOND: The City of Owosso is actively seeking a Local Grade Crossing Surface Program award, to reconstruct the Great Lakes Central railroad crossing on Smith St and is willing to participate in this program.
- THIRD: That the proper city staff members are authorized to sign and submit the application documents.

Master Plan Implementation Goals: 3.4, 3.22, 6.6

***MDOT Local Grade Crossing Surface Program Application - Woodlawn Avenue.** Approve application to the FY2026 Local Grade Crossing Surface Program for reconstruction of the Huron & Eastern Railroad crossing on Woodlawn Avenue as follows:

RESOLUTION NO. 136-2025

AUTHORIZING APPLICATION FOR FY2026 LOCAL GRADE CROSSING SURFACE PROGRAM FOR HURON & EASTERN RAILROAD CROSSING ON WOODLAWN AVENUE

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Engineering Department recommends the reconstruction of the Huron & Eastern railroad crossing on Woodlawn Avenue; and

WHEREAS, the Michigan Department of Transportation offers its portion of state funds known as Local Grade Crossing Surface Program - fiscal year 2026, for this work; and

WHEREAS, the City of Owosso proposes to secure a Local Grade Crossing Surface Program project, which is paid for 60 percent (60%) by a MDOT Grant and forty percent (40%) by Huron & Eastern Railroad as outlined in the application.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to proceed with the proposed railroad crossing improvements.
- SECOND: The City of Owosso is actively seeking a Local Grade Crossing Surface Program award, to reconstruct the Huron & Eastern railroad crossing on Woodlawn Avenue and is willing to participate in this program.
- THIRD: That the proper city staff members are authorized to sign and submit the application documents.

Master Plan Implementation Goals: 3.4, 3.22, 6.6

Traffic Control Order Request - Lebowsky Center Drop-off Zone. Approve request from the Lebowsky Center of Performing Arts for the closure of the two parking spots directly in front of their building on various dates through May 31, 2026 for use as a drop-off zone during performances.

Traffic Control Order Request - Glow Owosso Parade, 5K and Tree Lighting. Approve request from Lizzie Fredrick, Owosso Main Street Director, for the street and lot closures for the annual Glow Owosso Parade, 5K, and Tree Lighting on Friday, November 28, 2025 beginning at 12:00 p.m. until 10:00 p.m. and further approve Traffic Control Order No. 1550 formalizing the action.

Master Plan Implementation Goals: 4.5, 4.6, 4.16, 5.9, 5.12, 5.17

Changes to Street Lighting Contracts. Authorize amendments to the Street Lighting Contracts with Consumers Energy to reflect the removal and replacement of two high pressure sodium lights with two new LED lights at the intersection of Washington Street and Corunna Avenue and authorize the Mayor and City Clerk to execute appropriate documents as follows:

RESOLUTION NO. 137-2025

REMOVE & REPLACE STREET LIGHTS ON THE CITY'S STANDARD STREET LIGHTING CONTRACTS

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of OWOSSO, dated 10/1/2013, in accordance with the Authorization for Change in Standard Lighting Contract dated October 6, 2025, heretofore submitted to and considered by this Council as follows:

GENERAL SERVICE UNMETERED LIGHTING RATE GUL, STANDARD HIGH INTENSITY DISCHARGE

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Install Remove</i>	<i>Location</i>
2	250	HPS	Cobrahead	Remove	Intersection of Corunna Avenue & Washington Street

and,

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of OWOSSO, dated 9/27/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated October 6, 2025, heretofore submitted to and considered by this Council as follows:

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Fixture Style</i>	<i>Install Remove</i>	<i>Location</i>
2	70	LED	Cobrahead	Cutoff	Install	Intersection of Corunna Avenue & Washington Street

and,

RESOLVED, further, that the Mayor and City Clerk be and are authorized to execute such authorization for change on behalf of the City.

Master Plan Implementation Goals: 2.9

Change Order - Street Patches. Approve Change Order No. 4 to the 2023 Street Patches contract

with TJ Smith Sand & Gravel, Inc. increasing the amount by \$18,366.25 for additional street patches to finish the 2025 construction season, and further approve payment to the contractor up to the amount of \$286,893.75 as follows:

RESOLUTION NO. 138-2025

**AUTHORIZING CHANGE ORDER NO. 4
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND
TJ SMITH SAND & GRAVEL, INC.
FOR THE 2023 STREET PATCHES PROGRAM**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with TJ Smith Sand & Gravel, Inc. on March 6, 2023 for two rounds of street patches on various streets throughout the city during the 2023 construction season; and

WHEREAS, Change Order No. 1 was approved administratively on December 18, 2023 to add a third round of street patches to the project for Spring of 2024; and

WHEREAS, Change Order No. 2 was approved by city council on September 16, 2024 to add a fourth round of patches for Fall 2024; and

WHEREAS, Change Order No. 3 was approved by city council on December 2, 2024 to add a fifth and sixth round of patches for the 2025 construction season; and

WHEREAS, during 2025 there were more water main breaks, sewer failures, and catch basin repairs than initially anticipated resulting in the need for additional street patches; and

WHEREAS, a change order is necessary to increase contract quantities and increase the contract amount to perform the additional patching.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to amend the 2023 Street Patches Program contract with TJ Smith Sand & Gravel, Inc. increasing the contract amount by \$18,366.25 for additional street repairs, bringing the contract total to \$286,893.75.
- SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 4 to the Contract for Services between the city of Owosso and TJ Smith Sand & Gravel, Inc.
- THIRD: the accounts payable department is authorized to pay TJ Smith Sand & Gravel, Inc. for work satisfactorily completed up to the revised contract amount of \$286,893.75.
- FOURTH: the above additional expenses shall be paid from the Major and Local Street Account Nos. 202-463-181.000 and 203-463-818.000; Sewer Fund Account No. 590-549-818.000 and 590-901-973.000-SEWERREHAB; and Water Fund Account Nos. 591-552-818.000, 591-552-818.000-LSL-ID0000, and 591-552-818.000-LSLREPLACE, and other funds as appropriate.

Master Plan Implementation Goals: 3.4

Sole Source Purchase - Bulk CO₂. Waive competitive bidding requirements, approve the sole source purchase of bulk CO₂ from Matheson Tri-Gas, Inc. in the amount of \$.11 per pound with an estimated

annual usage of 74 tons, and authorize payment based on actual quantities required for the fiscal year ending June 30, 2026 as follows:

RESOLUTION NO. 139-2025

**AUTHORIZING THE EXECUTION OF A PURCHASE ORDER FOR
BULK CARBON DIOXIDE WITH MATHESON TRI-GAS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, requires carbon dioxide in bulk deliveries for use in treating municipal drinking water; and

WHEREAS, it is hereby determined that Matheson Tri-Gas, Inc. is the only firm qualified to provide such product used in the potable water treatment process; and

WHEREAS, waiver of the purchasing policy formal Bid requirements is requested for this sole-source purchase.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: it has theretofore determined that it is advisable, necessary and in the public interest to waive competitive bidding requirements and authorize the sole-source purchase of bulk carbon dioxide from Matheson Tri-Gas, Inc. at the price of \$0.11 per pound or \$220 per ton with an estimated annual usage of 74 tons.

SECOND: the accounts payable department is authorized to submit payment based on unit prices to Matheson Tri-Gas, Inc. for the purchase of Bulk CO₂ in an amount estimated at \$16,280.00 for FY2025-2026, actual amount may vary based on actual demand/usage.

THIRD: the above expenses shall be paid from the water fund following delivery, and chargeable to account 591-553-743.000.

Master Plan Implementation Goals: 3.4

***Bid Award – Public Safety Building Access Control System.** Approve bid award to Total Security LLC for the Public Safety Building Access Control System bid in the amount of \$7,490.20 and further approve payment to the vendor upon satisfactory completion of the project as follows:

RESOLUTION NO. 140-2025

**AUTHORIZING THE PURCHASE AND INSTALLATION
OF AN ACCESS CONTROL SYSTEM FOR THE PUBLIC SAFETY BUILDING**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a Public Safety building that requires an access control system; and

WHEREAS, the City of Owosso requested bids, and it is hereby determined that Total Security LLC of Grand Ledge, Michigan is both qualified to provide such services and has submitted the responsible and responsive bid; and

WHEREAS, staff recommends awarding a contract to Total Security LLC for the purchase and installation of an access control system in the Public Safety building.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to award the Contract for the Public Safety Building Access Control System bid to Total Security LLC.
- SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and Total Security LLC of Grand Ledge, Michigan in the amount of \$7,490.20.
- THIRD: the accounts payable department is hereby authorized to pay Total Security LLC upon completion of the project.
- FOURTH: this expense will be paid from the Police Department Building Add Improvements account 101-301-976-000.

***Bid Award – Public Safety Surveillance Camera Expansion.** Approve bid award to Total Security LLC for the Public Safety Surveillance Camera Expansion bid in the amount of \$8,758.16 and further approve payment to the vendor upon satisfactory completion of the project as follows:

RESOLUTION NO. 141-2025

AUTHORIZING THE PURCHASE AND INSTALLATION OF SURVEILLANCE CAMERAS FOR THE PUBLIC SAFETY BUILDING

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a Public Safety Department that plans to install cameras in their building; and

WHEREAS, the City of Owosso requested bids, and it is hereby determined that Total Security LLC of Grand Ledge, Michigan is both qualified to provide such services and has submitted the responsible and responsive bid; and

WHEREAS, staff recommends awarding the contract to Total Security LLC for the purchase and installation of surveillance cameras in and around the Public Safety building.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: it has theretofore determined that it is advisable, necessary and in the public interest to award the Contract for the Public Safety Surveillance Camera Expansion bid to Total Security LLC.
- SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and Total Security LLC of Grand Ledge, Michigan in the amount of \$8,758.16.
- THIRD: the accounts payable department is hereby authorized to pay Total Security LLC upon completion of the project.
- FOURTH: this expense will be paid from the Police Department Building Add Improvements account 101-301-976-000.

***AP Check Register – September 2025.** Affirm Accounts Payable check disbursements totaling \$6,745,413.71 for September 2025.

***Payroll Check Register – September 2025.** Affirm Payroll check disbursements totaling \$781,121.57 for September 2025.

Motion supported by Councilmember Owens.

Roll Call Vote.

AYES: Councilmembers Osmer, Ludington, Olson, Fear, Mayor Pro-Tem Haber, Councilmember Owens, and Mayor Teich.

NAYS: None.

ITEMS OF BUSINESS

Notice of Pecuniary Interest

Motion by Councilmember Osmer to enter notice of pecuniary interest on the record for Councilmember Carl Ludington as it relates to proposed contracts with Ludington Electric, Inc. for the month of September 2025:

STATEMENT REGARDING BUSINESS DEALINGS WITH THE CITY

Per Owosso City Charter Section 14.4 and Michigan Public Act 317 of 1968, as amended

I, Carl Ludington, being an officer of the City of Owosso, do hereby declare a pecuniary interest in the foregoing proposed contract(s) with the City of Owosso as described as:

PO NUMBER	DEPT.	VENDOR	DESCRIPTION	AMOUNT
000047255	862	LUDINGTON ELECTRIC, INC.	NEW WIRING FOR BALL FIELD LIGHT POLE	120.00
				<u>\$ 120.00</u>

For the Period of: September 2025

Vendor: Ludington Electric, Inc

Total Amount: \$ 120.00

I am making this declaration because I am the owner/operator of Ludington Electric, Inc. I confirm that I will not vote on the matter(s) in question, I will not take part in discussion on any question in respect to the matter(s), and I will not attempt in any way whether before, during or after the meeting to influence the voting on any such question at a public meeting of the Owosso City Council.

Said items will be considered for approval at the October 20, 2025 meeting of the Owosso City Council.

Declared this 6th day of October, 2025.

Motion supported by Councilmember Ludington.

Roll Call Vote.

AYES: Mayor Pro-Tem Haber, Councilmembers Ludington, Fear, Olson, Osmer, Owens, and Mayor Teich.

NAYS: None.

New Investment Account

Motion by Councilmember Osmer to authorize the creation of a ModernFi account with Dort Financial Credit Union for investment purposes as follows:

RESOLUTION NO. 142-2025

AUTHORIZING PARTICIPATION IN DORT FINANCIAL CREDIT UNION DEPOSIT MANAGEMENT PROGRAM

WHEREAS, Public Act 20 of 1943 Investment of Surplus of Political Subdivisions, as amended, is an act relative to the investment of funds of public corporations of the state of Michigan and validates certain investments; and

WHEREAS, the Owosso City Council adopted an amended Investment Policy per Public Act 20 of 1943 on December 18, 2006; and

WHEREAS, Dort Financial Credit Union is an authorized depository of the City of Owosso as required per Section 8.13 of the Owosso City Charter; and

WHEREAS, Dort Financial Credit Union offers a Deposit Management Program with ModernFi in compliance with the city's investment policy and PA 20 of 1943.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: it authorizes the City of Owosso's participation in Dort Financial Credit Union Deposit Management Program.

SECOND: all of the designated officers per city charter are hereby authorized to execute on behalf of the city signature cards or other documents containing the rules and regulations of the financial institution and the conditions under which transactions are accepted and to agree on behalf of the city to those rules, regulations and conditions.

Motion supported by Mayor Pro-Tem Haber.

Roll Call Vote.

AYES: Councilmembers Olson, Ludington, Fear, Owens, Mayor Pro-Tem Haber, Councilmember Osmer, and Mayor Teich.

NAYS: None.

Utility Billing Policy Amendment

A lengthy discussion was held regarding potential changes to the Standard Procedures for the Issuance and Collection of Utility Bills, specifically switching from quarterly billing to monthly or bi-monthly billing with each Councilmember offering their opinion on the matter.

Motion by Councilmember Olson to authorize amendment to the Standard Procedures for the Issuance and Collection of Utility Bills to switch from quarterly utility billing to monthly utility billing.

Motion supported by Councilmember Fear.

Roll Call Vote.

AYES: Councilmembers Olson, Fear, and Osmer.

NAYS: Councilmember Owens, Mayor Pro-Tem Haber, Councilmember Ludington, and Mayor Teich.

Motion fails for lack of affirmative votes.

CITIZEN COMMENTS

Tom Manke, 2910 W. M-21, thanked the Councilmembers that supported monthly billing, saying that younger people live their lives month to month. He went on to thank Kim Springsdorf for her work in bringing back the Art Walk and criticized the City for doing nothing about the dangerous building at 800 W. Main Street.

Justin Horvath, SEDP president, said the SEDP is currently working with the Shiawassee County Landbank Authority on grant funding to assist the owner of 800 W. Main Street to demolish the building.

Jeff Turner, 204 Oakwood Avenue, said he thought it was nice to see staff members guiding kindergarteners on a tour of City Hall on his recent visit. He went on to note that he had two water bills and paid both when they were due.

Ashley Short, 1607 Young Street, asked when the project to install new watermain on Young Street should be wrapping up. It was noted it should finish up in November.

COUNCIL COMMENTS

Councilmember Osmer provided more detail on the Respite Purse Bingo event, saying the doors open at 5:30 p.m., bingo starts at 6:00 p.m., and attendees are welcome to bring their own refreshments. She also noted that the SafeCenter here in town does provide support to men in some capacities and encouraged people to take advantage of the upcoming open house to learn more. Lastly, she asked what it would take to get information included in the water bills to let people know that they can pay at any time. It was noted that staff had planned on including such information in an upcoming billing but was waiting on City Council to decide the details first.

Councilmember Olson asked her fellow Councilmembers why they ran for Council? She said she was very disheartened and genuinely upset that Council displayed a total lack of dedication in addressing the problems of the community, asking why run for Council if you're not willing to do anything.

Councilmember Owens said his purpose in running for Council was to help the residents. He said he listened to the citizens that contacted him about the water rates and voted accordingly.

CITY MANAGER REPORT

Nathan R. Henne, City Manager. City Manager Report – September 2025.

At the request of Councilmember Fear, City Manager Henne gave a brief history of the building at 800 W. Main Street. He said the owner has indicated he will demolish the structure and is currently looking for financial help with the project from the SEDP and the Shiawassee County Landbank.

COMMUNICATIONS

Brad A. Barrett, Finance Director. Financial Reports – August 2025.
Owosso Historical Commission. Minutes of September 8, 2025.
Parks & Recreation Commission. Minutes of September 24, 2025.

NEXT MEETING

Monday, October 20, 2025 at 6:30 p.m.

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2027
DDA/OMS Board x 2 – terms expire June 30, 2028
Zoning Board of Appeals – Alternate – term expires June 30, 2027
Zoning Board of Appeals – Alternate – term expires June 30, 2028

ADJOURNMENT

Motion by Councilmember Olson for adjournment at 7:56 p.m.

Motion supported by Councilmember Fear and concurred in by unanimous vote.

Robert J. Teich, Jr., Mayor

Amy K. Kohagen, City Clerk

*Due to their length, text of marked items is not included in the minutes. Full text of these documents is on file in the Clerk's Office.



Memo reprinted
from the meeting of
October 6, 2025

301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: October 6, 2025

TO: Owosso City Council

FROM: Katherine Fagan, City Treasurer

RE: Hazards and Nuisances Special Assessment Roll

Over the course of the year, the City takes action to alleviate nuisances and hazards to the public that exist on private property. The charges for these actions are invoiced to the owner of record for the property. At least once a year, per section 28-10.5 of the Code, any charges left unpaid shall be established as liens to the affected property. Once the lien is established I would be authorized to add the amount of the invoices to the tax roll.

The associated document to this memo details the outstanding nuisance and hazard invoices since this process last took place in December of 2024. It lists the invoice numbers, the date of the invoice, the parcel number and address, the type of nuisance or hazard and the amount of the invoice.

The process for establishing a lien is handled via special assessment. Initially, the list of outstanding invoices is presented to Council with a request to set a public hearing. Upon this action, letters are sent to the affected property owners informing them of the City's intent to lien their property if the invoice(s) remains unpaid. They then have the opportunity to protest the proposed action at the public hearing. At the conclusion of the public hearing the Council can accept the roll as presented, make amendments to the roll, or hold off on action all together (though this is not recommended).

Tonight, I recommend that you take action to start this process in motion by setting a public hearing for October 20, 2025, to receive citizen comment regarding this roll. An updated list of unpaid invoices to be added to the tax roll will be provided to you at the public hearing.

RESOLUTION NO.

**AUTHORIZING THE ROLL FOR
SPECIAL ASSESSMENT DISTRICT NO. 2026-101, HAZARDS & NUISANCES**

WHEREAS, the Council, after due and legal notice, has met and there being no one to be heard, Motion by ~~Choose an item.~~ to adopt Special Assessment Resolution No. 2 for the annual hazards & nuisances roll, as follows:

Parcel #	Address	Srvc Code	Amount Due
050-560-000-015-00	1406 BUCKLEY DR	CLEAN	\$ 441.28
050-720-000-001-00	539 N CHIPMAN ST	CLEAN	\$ 284.42
050-050-000-038-00	114 S CEDAR ST	WEEDS	\$ 405.00
050-114-004-004-00	STATE ST	WEEDS	\$ 270.00
050-114-004-005-00	1115 STATE ST	WEEDS	\$ 270.00
050-114-006-001-00	1122 S CEDAR ST	WEEDS	\$ 675.00
050-240-003-006-00	621 N SAGINAW ST	WEEDS	\$ 290.00
050-250-000-040-00	624 PINE ST	WEEDS	\$ 135.00
050-380-002-003-00	318 RANDOLPH ST	WEEDS	\$ 270.00
050-390-004-012-00	1260 ADAMS ST	WEEDS	\$ 675.00
050-420-004-005-00	612 BROADWAY AVE	WEEDS	\$ 135.00
050-420-010-021-00	810 BROADWAY AVE	WEEDS	\$ 270.00
050-542-000-005-00	412 E MAIN ST	WEEDS	\$ 540.00
050-553-000-008-00	1500 MCMILLAN AVE	WEEDS	\$ 284.50
050-651-022-004-00	306 CORUNNA AVE	WEEDS	\$ 270.00
050-652-010-024-00	917 S PARK ST	WEEDS	\$ 540.00
050-660-011-001-00	219 N CEDAR ST	WEEDS	\$ 270.00
050-660-022-004-00	216 S ELM ST	WEEDS	\$ 426.50
050-113-015-006-00	1401 W MAIN ST	WTR	\$ 2,150.00
050-114-003-010-00	1116 STATE ST	WTR	\$ 3,751.08
Total:			\$ 12,217.78

and

WHEREAS, the Council deems said Special Assessment Roll- Hazards and Nuisances to be fair, just and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances of said properties.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said Special Assessment Roll-Hazards and Nuisances as prepared by the City Assessor in the amount of \$12,217.78 is hereby confirmed and shall be known as Special Assessment Roll- Hazards and Nuisances No. 2026-101.
2. Said Special Assessment Roll-Hazards and Nuisances No. 2026-101 shall be placed on file in the office of the City Clerk who shall attach his warrant to a certified copy thereof within ten (10) days commanding the Assessor to spread the various sums shown thereon as directed by the City Council.



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: October 6, 2025
TO: City Council
FROM: City Manager
SUBJECT: Emergency Change Order – City Hall HVAC Project

Background

During the City Hall HVAC Improvement Project, Consumers Energy determined that the existing natural gas service was insufficient for the new HVAC system. The utility required an upgraded gas service connection to accommodate the system's load. Great Lakes Bay Construction submitted Change Order No. 001 in the amount of \$2,685.65 to cover the Consumers Energy service fee and related costs.

The work was necessary to maintain project progress and ensure proper operation of the new HVAC equipment. The change order was signed by the City Manager under the emergency provisions of the City's purchasing policy.

Recommendation

It is recommended that City Council approve Change Order No. 001 in the amount of \$2,685.65 to Great Lakes Bay Construction for the emergency gas service upgrade required by Consumers Energy as part of the City Hall HVAC Improvement Project.

RESOLUTION NO.

**AUTHORIZING AN EMERGENCY CHANGE ORDER FOR THE
CITY HALL IMPROVEMENTS PROJECT – GAS SERVICE UPGRADE**

WHEREAS, the City of Owosso is undertaking the City Hall Improvements Project at 301 West Main Street; and

WHEREAS, Consumers Energy required an upgrade to the existing natural gas service to meet the needs of the new HVAC system; and

WHEREAS, Great Lakes Bay Construction submitted Change Order No. 001 in the amount of \$2,685.65 to cover the Consumers Energy service fee and related costs; and

WHEREAS, this is a budgeted item from 101.265.975.000.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to approve emergency Change Order No. 1 from Great Lakes Bay Construction for a cost to the City of Owosso of \$2,685.65.
- SECOND: the total contract amount with Great Lakes Bay Construction shall be increased from \$601,059.00 to \$603,744.65.
- THIRD: the above expenses shall be paid from the General Fund, 101.265.975.000.

**PCCO #001**

Great Lakes Bay Construction
2525 N. Eastman Rd.
Midland, Michigan 48642
Phone: 9898322000

Project: 25028 - Owosso City Hall Improvements
301 W Main St
Owosso, Michigan 48867

Prime Contract Change Order #001: CE #002 - Remove/upgrade gas service - Consumers

TO:	City of Owosso 301 W. Main St Owosso, Michigan 48867	FROM:	Great Lakes Bay Construction 2525 N. Eastman Rd. Midland, Michigan 48642
DATE CREATED:	9/18/2025	CREATED BY:	Barry LaCross (Great Lakes Bay Construction)
CONTRACT STATUS:	Pending - In Review	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION:	
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	
INVOICED DATE:		PAID DATE:	
REFERENCE:		CHANGE REASON:	Design Development
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	
SIGNED CHANGE ORDER RECEIVED DATE:		REVISED SUBSTANTIAL COMPLETION DATE:	
FIELD CHANGE:	No	CONTRACT FOR:	1:Prime Contract
		TOTAL AMOUNT:	\$2,685.65

DESCRIPTION:
CE #002 - Remove/upgrade gas service - Consumers

ATTACHMENTS:
[301 W MAIN ST PACKET.pdf](#)

CHANGE ORDER LINE ITEMS:

#	Budget Code	Description	Amount
1	01-070.M Equipment.Materials		\$2,441.50
Subtotal:			\$2,441.50
OH&P (10.00%):			\$244.15
Grand Total:			\$2,685.65

The original (Contract Sum)	\$601,059.00
Net change by previously authorized Change Orders	\$0.00
The contract sum prior to this Change Order was	\$601,059.00
The contract sum would be changed by this Change Order in the amount of	\$2,685.65
The new contract sum including this Change Order will be	\$603,744.65
The contract time will not be changed by this Change Order.	



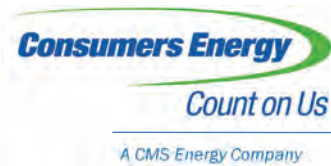
PCCO #001

City of Owosso
301 W. Main St
Owosso, Michigan 48867

Great Lakes Bay Construction
2525 N. Eastman Rd.
Midland, Michigan 48642

Signed by:
Nathan R. Henne 09/24/25 | 10:20:28 EDT
074F093A6B22472...
SIGNATURE DATE

Signed by:
Barry Lacross 09/24/25 | 10:35:46 EDT
04E0236A477C4A6...
SIGNATURE DATE



CEM Support Center

Consumers Energy, Lansing Service Center, Rm. 122, 530 W. Willow St., Lansing, MI 48906-4754

May 18, 2025

NOTIFICATION #:
1073623201, 1073625781, 1073627386

CITY OF OWOSSO
301 W MAIN ST
OWOSSO, MI 48867-2958

REFERENCE: 301 W MAIN ST, OWOSSO

Dear Valued Customer,

Thank you for contacting Consumers Energy for your energy needs. Please note the Notification Number above and include it on any correspondence you send. Please note the Account Number, located above the Account Name on your invoice, when submitting payment.

A copy of our design drawing showing the proposed location of the gas service entrance is enclosed.

The estimated cost for your energy request is as follows:

Gas Service Connection Fee:	
Excess Footage Charge:	\$ 586.50
Winter Construction Costs:	\$ -
Gas Fuel Line Tie In:	
Permit(s):	
Additional Costs - See Invoice:	\$ 1,855.00
Total Estimated Cost:	\$ 2,441.50
Less Prepayment Received:	\$ -
Total Estimated Cost Due:	\$ 2,441.50

Costs may also result from practical difficulties encountered during construction and additional payment may be required if:

- Work presently designed is done outside normal business hours.
- Change to the location of the service entrance.
- Changes to the design or route.
- Other construction delays.

Enclosed is an estimated invoice that is valid for 60 days from the date of this letter and is subject to change thereafter. This cost estimate includes only work required for Consumers Energy and does not reflect any work or costs that may be required by other parties, including other utilities. Once we receive your payment and any required easements, contracts, permits or inspections we can proceed with your request.

CONTACT OUR SECURE CREDIT/DEBIT CARD PAYMENT CENTER @ 1-866-329-9593 TO PAY "FEE FREE" WITH YOUR VISA OR MASTERCARD OR MAKE A PAYMENT ONLINE AT: www.consumersenergy.com AND CLICK "MAKE PAYMENT" TO USE THE GUEST PAY FEATURE.

Please review all attached materials carefully and direct inquiries for your request to:

Jeffrey James at 989-413-8275



Dear New Natural Gas Customer,

Thank you for your request for natural gas service. In order to expedite your request and meet your schedule, we have developed the following list of items requiring action by you (Customer Responsibilities). These are requirements that must be met before we can install your new service.

CUSTOMER RESPONSIBILITIES

- 1) Meter Location: A copy of our design document may be included in your customer packet. If included, your meter location is indicated by the solid square on the design document (Form 2804). This location cannot be within 18 inches of any opening (i.e. window that opens or a door) and cannot be within 3 feet of a motor driven air intake, high efficiency furnace air intake or exhaust or any ignition source. **Please contact the Consumers Energy representative assigned to your notification immediately if any of these conditions exists.** Your fuel line will need to be installed to this location.
- 2) Meter Installation: If this is a new gas service and your meter isn't being set at the time the service pipe is installed, you will need to call for a meter set at least 24 hours before you need the meter set, by calling 1-800-477-5050, 24 hours a day.
- 3) Payment: An invoice may be included in your customer packet. If included, the deposit amount on the invoice must be paid prior to installation of your service. Additional charges may apply and will be billed/or refund issued upon completion of your service installation.
- 4) Site Conditions: The site must be within 3 inches of final grade before we can install your service. To avoid delays, clear a 12 foot wide equipment path free of building materials, brush, trees, shrubs, etc. along the proposed service route. After your service is installed, we will backfill and place excavated earth over the trench. You are responsible for final restoration of the trench and ensuring that the grading over the trench is at the required level.
- 5) Staking: To avoid damage, stake your existing underground facilities such as; well, septic system, sprinkler system, any underground wires, buried LPG tanks, piping, or other unusual buried facilities. Please make sure these stakes are apparent when we arrive to install the service. We cannot reimburse you for damage to your facilities that are not properly staked. You do not need to stake the utilities' electric, gas or communication lines.
- 6) Mobile Home: If you requested service to a mobile home, you will be required to install a 2" galvanized steel post per Consumers Energy specifications. Contact the Consumers Energy representative assigned to your notification for additional information.
- 7) Gas Usage: You must begin using gas within two years following service installation or the service will be disconnected from our system. Following that, another request for gas service requires the payment of a reconnection charge plus the charge for construction of any new service pipe.
- 8) Additional Charges: Underground services installed during the months December through April may be subject to an additional charge. Unusual site conditions may also require an additional charge. These charges will be communicated to you in advance of construction.
- 9) Joint Trenching: Discounts for installation of Consumers Energy's electric and gas service in the same trench (joint trench) are applied in calculating the gas service contribution.
- 10) Usage Rate: Customers are billed at a general service rate while the structure is under construction. If the structure is a home, then the owner of the home, upon receiving a Certificate of Occupancy, should call 1-800-477-5050 to ensure the gas and/or electric rates are changed to an appropriate rate.

Please keep these procedures in a convenient location to review as we proceed with designing your service and constructing the job.

If you have any questions regarding these requirements please direct inquiries to:

Jeffrey James at 989-413-8275



CITY OF OWOSSO
301 W MAIN ST
OWOSSO MI 48867-2958

Amount Due: **\$2,441.50**

Please pay by: **June 01, 2025**

Invoice Number	9328607688
PO Number	
PO Date	
Bill Date	05/18/25

Account: 3000 2409 1690

301 W MAIN ST OWOSSO - GAS UTILITY RELOCATION - NOTIFICATION NUMBER (s): - - 1073623201, 1073625781, 1073627386

NONENERGY INVOICE

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Gas REIM Retire Service	1.0 EA	\$655.00	\$655.00
Gas REIM Svc/Mtr Relocate Min Charge	1.0 EA	\$700.00	\$700.00
Gas REIM Service Billable Footage	25.0 FT	\$23.46	\$586.50
Gas REIM Elevated Pressure Set Up Fee	1.0 EA	\$500.00	\$500.00
TOTAL DUE:			\$2,441.50

See Page 2 for Payment Options.

Consumers Energy is regulated by the Michigan Public Service Commission, Lansing, Michigan

INVOICE QUESTIONS - Contact: **Jeffrey James -989-413-8275 -**

Fold, detach and mail this stub with your check made payable to Consumers Energy. Please write your account number on your check.



CONSUMERS ENERGY
CEM Support Ctr - Lansing RM 122
530 W Willow St
Lansing, MI 48906-4754

PREPAYMENT REQUEST

Account: 3000 2409 1690

Amount Due: **\$2,441.50**

Please pay by: **June 01, 2025**

Enclosed:

6 330037695786 000002441509 0000 2056 0 300024091690 H

GO-READY Checklist Natural Gas & Electric Request



Thank you for contacting Consumers Energy for your energy needs. This form is required to schedule your service installation, retirement, or alteration. Consumers Energy will contact you one to two days before our scheduled arrival. If it is deemed that any of the requirements are not met upon our arrival, Consumers Energy reserves the right to reschedule your job.

Please return completed Checklist either (1) by E-mail: poboxceservicerequest@cmsenergy.com (preferred) or (2) by Fax: 517-374-2424.

If neither option is available, you can mail a completed application to:

CEM Support Center, Lansing Service Center Room 122, 530 W Willow St, Lansing MI 48906-4754

Notification #: 1, 1073625781, 1

Service Address: 301 W MAIN ST, OWOSSO

Please check all requirements on the checklist below before returning this document. Providing accurate information when submitting your form helps assure construction execution upon crew arrival.

	YES	N/A
1. Has your payment been submitted to Consumers Energy?	☐	☐
2. Has your gas meter location been clearly marked, and/or your electric meter socket properly installed at the agreed upon location (service installation or alteration)?	☐	☐
3. Has your electric meter been inspected and approved by the local city/township inspector?	☐	☐
4. Is the site at rough grade?	☐	☐
5. Is a 12-foot-wide path clear of debris and construction equipment?	☐	☐
6. Site Ready Photos. Include photos with Checklist. See customer site readiness photo instructions (attached) for photo submission requirements.	☐	

Making Consumers Energy aware of any privately owned underground facilities or buried obstructions by clearly identifying the facility location reduces the risk of damages. Mark or expose the following facilities or obstructions including, but not limited to:

	YES	N/A		YES	N/A
Septic tank (Existing or future)	☐	☐	Underground yard lighting	☐	☐
Drain field (Existing or future)	☐	☐	Sprinkler systems	☐	☐
Well (Existing or future)	☐	☐	Electronic dog fences	☐	☐
Conduit	☐	☐			

Other: _____

These facilities must be marked with stakes, spray paint, or flags. Consumers Energy and/or its agents will not be held responsible for damage that occurs to privately owned underground facilities that are not properly marked before service installation.

After services are installed, excavation will be backfilled. Final restoration is your responsibility.

Thank you for your partnership!

Printed Name: _____

Signature: _____

Date: _____



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: October 20, 2025

TO: Mayor Teich and the Owosso City Council

FROM: Ryan E. Suchanek, Director of Public Services & Utilities

SUBJECT: Professional Utility Engineering Services – Water & Wastewater Services Agreements

RECOMMENDATION:

Request council renewal of four agreements for professional engineering services with:

1. Tetra Tech (Ann Arbor, MI)
2. Orchard, Hiltz & McClement (OHM) Advisors (Saginaw, MI)
3. Jones & Henry (Kalamazoo, MI)
4. Fishbeck (Lansing, MI)

The above proposed agreements have been approved by the Director of Public Services & Utilities as to substance and form.

BACKGROUND:

On March 17, 2014, City Council approved the Qualification Based Selection (QBS) process for Engineering Services. These services are necessary to support City Utility Staff and the City's Engineering Staff in carrying out the duties and responsibilities for customer services, municipal agreements, and regulatory compliance, where workloads demand the assistance of a consultant's staff and expertise.

The term for these agreements will be renewed annually through October 30, 2026.

FISCAL IMPACTS:

City Staff will request individual quotes from the four firms whenever there is a need for a specific service. These quotes will be evaluated and administered in accordance with the City of Owosso's Purchasing Policy.

ATTACHMENTS:

- (1) Resolution for Professional Utility Engineering Services
- (2) Agreement Renewal OHM Advisors
- (3) Agreement Renewal Tetra Tech
- (4) Agreement Renewal Jones & Henry
- (5) Agreement Renewal Fishbeck

Document originated by: Ryan E. Suchanek, Director of Public Services & Utilities

RESOLUTION NO.

**AUTHORIZING THE RENEWAL OF AGREEMENTS
FOR PROFESSIONAL ENGINEERING SERVICES WITH
OHM ADVISORS, TETRA TECH, JONES & HENRY, AND FISHBECK**

WHEREAS, the City of Owosso, Michigan, has determined that it is advisable, necessary and in the public interest to secure professional engineering services for various public improvement projects in the City; and

WHEREAS, in September of 2021 Council approved a series of contracts with engineering firms OHM Advisors, Tetra Tech, Jones & Henry, and Fishbeck which require renewal on an annual basis; and

WHEREAS, OHM Advisors, Tetra Tech, Jones & Henry, and Fishbeck have provided the City with satisfactory services to date and renewal of their respective agreements is recommended.

NOW THEREFORE BE IT RESOLVED by the City of Owosso, county of Shiawassee, State of Michigan:

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to renew the contracts with the firms of OHM Advisors, Tetra Tech, Jones & Henry, and Fishbeck to provide professional engineering services for future water and wastewater utility projects; and
- SECOND: the Mayor Pro-Tem and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-OHM-5, Renewal of Agreement for Professional Engineering Services with OHM Advisors.
- THIRD: the Mayor Pro-Tem and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-TT-5, Renewal of Agreement for Professional Engineering Services with Tetra Tech of Michigan, P.C.
- FOURTH: the Mayor Pro-Tem and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-J&H-5, Renewal of Agreement for Professional Engineering Services with Jones & Henry Engineers, Ltd.
- FIFTH: the Mayor Pro-Tem and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-FB-4, Renewal of Agreement for Professional Engineering Services with Fishbeck.
- SIXTH: the City Manager is hereby instructed to receive cost proposals from these four firms for future projects and make recommendation to the City Council for acceptance and award in accordance with the City of Owosso Purchasing Policy for a period renewed annually through October 30, 2026.

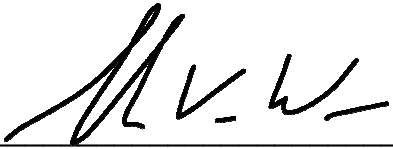
EXHIBIT C-OHM-5

**RENEWAL OF
AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
ORCHARD, HILTZ & MCCLEMENT (OHM)**

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and date noted, renewing the contract "Agreement for Professional Engineering Services with OHM" for the term of November 1, 2025 through October 30, 2026.

For the engineer:
OHM

For the owner:
City of Owosso, Michigan

By: 
Printed Name: Andrew VanWormer, PE
Title: Principal

By: _____
Robert J. Teich Jr.
Mayor

By: _____

By: _____
Amy K. Kohagen
City Clerk

Executed: September 29, 2025

Executed: _____, 2025

EXHIBIT C-TT-5

**RENEWAL OF
AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
TETRA TECH, INC.**

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and date noted, renewing the contract "Agreement for Professional Engineering Services with Tetra Tech" for the term of November 1, 2025 through October 30, 2026.

For the engineer:
Tetra Tech

For the owner:
City of Owosso, Michigan

By: Victor Cooperwasser
Printed Name:
Title: Senior Project Manager

By: _____

Robert J. Teich Jr.
Mayor

By: *Vic Cooperwasser*

By: _____

Amy K. Kohagen
City Clerk

Executed: September 29, 2025

Executed: _____, 2025

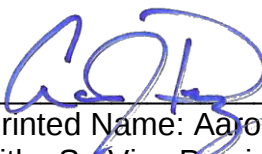
EXHIBIT C-J&H-5

**RENEWAL OF
AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
JONES & HENRY**

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and date noted, renewing the contract "Agreement for Professional Engineering Services with Jones & Henry" for the term of November 1, 2025 through October 30, 2026.

For the engineer:
Jones & Henry

For the owner:
City of Owosso, Michigan

By: 
Printed Name: Aaron J Davenport, PE
Title: Sr. Vice President, Office Director

By: _____
Robert J. Teich Jr.
Mayor

By: _____

By: _____
Amy K. Kohagen
City Clerk

Executed: ____October 6_____, 2025

Executed: _____, 2025

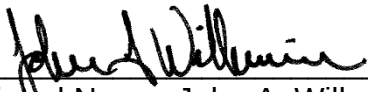
EXHIBIT C-FB-4

**RENEWAL OF
AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES
WITH FISHBECK**

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and date noted, renewing the contract "Agreement for Professional Engineering Services with Fishbeck" for the term of November 1, 2025 through October 30, 2026.

For the engineer:
Fishbeck

For the owner:
City of Owosso, Michigan

By: 
Printed Name: John A. Willemin, PE
Title: Senior Vice President

By: _____
Robert J. Teich Jr.
Mayor

By: _____

By: _____
Amy K. Kohagen
City Clerk

Executed: September 26, 2025

Executed: _____, 2025



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: October 13, 2025

TO: Mayor Teich and the Owosso City Council

FROM: Jessica Unangst, Director of HR & Administrative Services

RE: Accepting a State & Local Cybersecurity Grant Program (SLCGP) Grant

Recommendation:

Formally accept the State and Local Cybersecurity Grant Program (SLCGP) grant in the amount of \$73,162.00.

Background:

Network Administrator Todd Wyzynajtys applied for the SLCGP grant. The grant includes funds for cybersecurity assessments. The goal of the SLCGP is to assist local governments with managing and reducing systemic cyber risk. The pass-through entity is the Michigan State Police Emergency Management and Homeland Security Division. These funds will be used to purchase MXDR software. The City of Owosso names the following individuals:

Authorized Representative (for grant agreement): Mayor Robert Teich and City Clerk Amy Kohagen

Authorized Representative (for certifications): Jessica Unangst

Point of Contact: A. Todd Wyzynajtys

Many thanks to Todd for applying for this grant.

Master Plan Goals: 3.2, 6.6

RESOLUTION NO.

**ACCEPTING A STATE AND LOCAL CYBERSECURITY GRANT PROGRAM (SLCGP) GRANT TO
FUND CYBERSECURITY ASSESSMENTS**

WHEREAS, in December of 2024, the City of Owosso applied for an SLCGP grant from the Emergency Management and Homeland Security Division of the Michigan Department of State Police; and

WHEREAS, the SLCGP grant will be used to purchase MXDR software; and

WHEREAS, the city of Owosso was awarded a \$73,162.00 grant in September 2025 based on said application.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: it hereby accepts the terms of the grant agreement as received from the Emergency Management and Homeland Security Division of the Michigan Department of State Police.
- SECOND: it shall maintain satisfactory financial accounts, documents, and records during the course of the grant and agrees to make them available to the Department for auditing at reasonable times.
- THIRD: it implements the project and provides such funds, services, and materials as may be necessary to satisfy the terms of the agreement.
- FOURTH: the Mayor and City Clerk are hereby authorized and instructed to sign the agreement substantially in the form attached, the Director of HR & Administrative Services Unangst is authorized to sign certifications of the agreement, and Network Administrator Wyzynajtys is designated as the point of contact.
- FIFTH: the above expenses shall be paid from account no. 101-228-728.000.

Michigan State Police
Emergency Management
and
Homeland Security
Division



Grant Agreement

FEDERAL AWARD IDENTIFICATION

SUBRECIPIENT NAME	GRANT NAME	Assistance Listings Number
City of Owosso	State and Local Cybersecurity Grant Program	97.137
SUBRECIPIENT IRS/VENDOR NUMBER	FEDERAL AWARD IDENTIFICATION NUMBER (FAIN)	FEDERAL AWARD DATE
CV0047907	EMW-2023-CY-00003	12/17/2023
SUBRECIPIENT UEI	SUBAWARD PERFORMANCE PERIOD	FROM TO
XBCTLZ75MPZ1	BUDGET PERIOD	8/29/2025 8/31/2027 8/29/2025 8/31/2027
RESEARCH & DEVELOPMENT	Funding	Total
N/A	Federal Funds Obligated by this Action	\$73,162.00
INDIRECT COST RATE	Total Federal Funds Obligated to Subrecipient	\$73,162.00
None on file	Total Amount of Federal Award	\$73,162.00

FEDERAL AWARD PROJECT DESCRIPTION

2023 State and Local Cybersecurity Grant Program (SLCGP)

DETAILS

FY 2023 SLCGP funds for cybersecurity assessments. Funding requirements are found on page 2 (Section III) of the grant agreement.

FEDERAL AWARDDING AGENCY

Federal Emergency Management Agency - GPD
400 C Street, SW, 3rd Floor
Washington, DC 20472-3645

PASS-THROUGH ENTITY (RECIPIENT) NAME

Michigan State Police
Emergency Management and
Homeland Security Division
PO Box 30634
Lansing, MI 48909

State of Michigan Fiscal Year 2023 State and Local Cybersecurity Grant Program Grant Agreement

August 29, 2025 to August 31, 2027

Assistance Listing Number: 97.137 Grant Number: EMW-2023-CY-00003

This Fiscal Year (FY) 2023 State and Local Cybersecurity Grant (SLCGP) grant agreement is hereby entered into between the Michigan Department of State Police, Emergency Management and Homeland Security Division (hereinafter called the Recipient), and the

CITY OF OWOSSO
(hereinafter called the Subrecipient)

I. Purpose

The purpose of this grant agreement is to provide federal pass-through funds to the Subrecipient for the development of projects that align with the objectives of the SLCGP.

The goal of the SLCGP is to assist State, Local, and Tribal governments with managing and reducing systemic cyber risk. Allocation of funds must align with the approved cybersecurity plan, and one of the projects outlined in the approved Investment Justifications. The FY 2023 SLCGP focuses on the following program objectives:

- Objective 1: Develop and establish appropriate governance structures, including developing, implementing, or revising cybersecurity plans, to improve capabilities to respond to cybersecurity incidents and ensure continuity of operations.
- Objective 2: Understand their current cybersecurity posture and areas for improvement based on continuous testing, evaluation, and structured assessments.
- Objective 3: Implement security protections commensurate with risk.
- Objective 4: Ensure organization personnel are appropriately trained in cybersecurity, commensurate with responsibility.

For guidance on allowable costs and program activities, please refer to the *FY 23 SLCGP Notice of Funding Opportunity* (NOFO) located at <http://www.fema.gov/grants>.

II. Statutory Authority

Funding for the FY 23 SLCGP is authorized by Section 2220A of the Homeland Security Act of 2002, as amended (Pub. L. No. 107-296) (6 U.S.C. § 665g).

Appropriate Authority is authorized by Infrastructure Investments and Jobs Appropriations Act (Pub. L. No. 117-58).

The Subrecipient agrees to comply with all FY 23 SLCGP requirements in accordance with the *FY 23 SLCGP Notice of Funding Opportunity* located at <http://www.fema.gov/grants>, the U.S. Department of Homeland Security (DHS) Standard Administrative Terms and Conditions located at <https://www.dhs.gov/publication/fy15-dhs->

[standard-terms-and-conditions](#), and the FY 2023 SLCGP Agreement Articles Applicable to Subrecipients. The *FY 23 SLCGP Articles Applicable to Subrecipients* document is included for reference in the grant agreement packet.

The Subrecipient shall also comply with the most recent version of:

- A. 2 C.F.R., Part 200 of the Code of Federal Regulations (C.F.R.), *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* located at <http://www.ecfr.gov>.
- B. Federal Emergency Management Agency (FEMA) Policy #108-023-1 *Grant Programs Directorate Environmental Planning and Historic Preservation Policy Guidance*.

III. Award Amount and Restrictions

The **City of Owosso** is awarded \$73,162.00 under the FY 2023 SLCGP. The grant agreement shall be administered based on the Subrecipient's policies and procedures, provided they conform to state and federal rules, laws, and/or regulations. Please note, no personnel costs are approved under this award. The table below outlines the approved projects and respective funding amounts.

Project Number	Project Area	Project Allocation
2	EDR/MDR/XDR	\$73,162.00

- A. The FY 2023 SLCGP has a 20% cost share (cash or in-kind) requirement, as authorized by the Infrastructure Investment and Jobs Appropriations Act. The State of Michigan is providing the 20% cost share for the subrecipient. There is no cost share requirement for the Subrecipient under the FY 2023 SLCGP.
- B. The FY 23 SLCGP covers eligible costs from August 29, 2025 to August 31, 2027. The funds awarded in the grant agreement shall only be used to cover allowable costs that are incurred during the agreement period.
- C. The Subrecipient may only fund projects which directly support SLCGP objectives and were included in the approved FY 23 SLCGP subrecipient application and the federal FY 23 SLCGP Investment Justifications.
- D. Any proposed change to the scope of work provided in the approved grant project requires prior approval.
- E. Except as otherwise specifically set forth in this grant agreement, the Recipient (not the Subrecipient) shall make the final determination on how funds awarded under this grant agreement are allocated and/or spent.
- F. For any activities involving construction, demolition, ground disturbance, or installations of equipment, an Environmental and Historic Preservation (EHP) Review must be completed prior to any work being done. Some training and exercise activities that required any type of land, water, or vegetation disturbance or building of temporary structures or that are not located at facilities designated for training and exercises may require an EHP. **Any activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for federal funding.**

Subrecipients are prohibited from using SLCGP funds to construct, remodel, or perform alterations of buildings and other physical facilities. However, subrecipients may use SLCGP funding to perform minor modifications that do not substantially affect a building's, or other physical facility's, structure, layout, or systems. Reference the FEMA [Grant Programs Directorate Information Bulletins | FEMA.gov](#) No. 523 for additional information.

- G. In the event that the U.S. Department of Homeland Security (DHS) determines that changes are necessary to the award document after an award has been made, including but not limited to, changes to period of

performance or terms and conditions, Subrecipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate Subrecipient acceptance of the changes to the award.

IV. Responsibilities of the Subrecipient

- A. **Grant funds must supplement, not supplant, state or local funds.** Federal funds must be used to supplement existing funds, not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be carefully reviewed in subsequent monitoring reviews and audits. Subrecipients may be required to supply documentation certifying that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.
- B. The Subrecipient agrees to comply with all applicable federal and state regulations; the FY 2023 SLCGP NOFO, located at: www.fema.gov/grants; and the Agreement Articles Applicable to Subrecipients, included in the grant agreement package for reference.
- C. The Subrecipient shall not use FY 23 SLCGP funds to generate program income.
- D. In addition to this grant agreement, the Subrecipient shall complete, sign, and submit to the Recipient the following documents, which are incorporated by reference into this grant agreement:
 - 1. Subrecipient Risk Assessment Certification;
 - 2. Standard Assurances;
 - 3. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements;
 - 4. Audit Certification (EMHSD-053);
 - 5. Request for Taxpayer Identification Number and Certification (W-9);
 - 6. CISA Services Certification (EMHSD-075);
 - 7. Other documents that may be required by federal or state officials.
- E. The Subrecipient agrees to comply with all applicable federal and state regulations, including, but not limited to, the following:
 - 1. Make all purchases in accordance with federal, state, and local purchasing policies.
 - 2. The Subrecipient is required to submit reports to the Recipient on the status of all projects and funding. Reporting must follow the format and schedule specified by the Recipient.
 - 3. Submit projects to the Recipient in the format specified by the Recipient prior to starting a project. Individual solution area costs must also be submitted to the Recipient for alignment and allowability evaluation prior to starting a project. All grant expenditures must meet DHS and Recipient grant guidelines and must directly support one of the FY 23 SLCGP Investments. Any project that proposes a change in scope of work during the grant performance period must be resubmitted to the Recipient for evaluation and approval. Any funds spent on a project prior to receiving Recipient approval may be ineligible for reimbursement.
 - 4. Create and maintain an inventory of all equipment purchases in accordance with 2 C.F.R., Part 200.313 located at <http://www.ecfr.gov>. **Within 30 days of the end of the Subrecipient's fiscal year, the Subrecipient must supply a copy of this inventory to the Michigan State Police, Emergency Management and Homeland Security Division, Audit Unit, by email to mshd-audit@michigan.gov or by mail to: P.O. Box 30634, Lansing, Michigan 48909.** An Equipment Tracking Form is available to assist the Subrecipient in meeting these requirements.
 - 5. The Subrecipient agrees to prepare and submit reimbursement requests to the Recipient in a timely manner. Reimbursement requests must include all required supporting documentation, including proof of payment. **All reimbursement requests must be submitted to the Recipient no later than 30 days after the end of the performance period identified in this grant agreement.**

6. Current forms and instructions are located at <http://www.michigan.gov/emhds> (select Grant Programs) or can be requested by sending an email to EMD_HSGP@michigan.gov.
7. Comply with applicable financial and administrative requirements set forth in the current edition of 2 C.F.R., Part 200, including, but not limited to, the following provisions:
 - a. Account for receipts and expenditures, maintain adequate financial records, and refund expenditures disallowed by federal or state audit.
 - b. Retain all financial records, statistical records, supporting documents, and other pertinent materials for at least three years after the grant is closed by the awarding federal agency for purposes of federal and/or state examination and audit. All equipment dispositions must follow MSP/EMHSD's equipment disposition policy.
 - c. Non-federal organizations which expend \$1,000,000 or more in federal funds during their current fiscal year are required to have an audit performed in accordance with the Single Audit Act of 1984, as amended, and 2 C.F.R. 200, Subpart F.
8. Subrecipients must carry out their programs and activities in a manner that respects and ensures the protection of civil rights for protected populations. These populations include but are not limited to individuals with disabilities and others with access and functional needs, individuals with limited English proficiency, and other diverse racial and ethnic populations, in accordance with Section 504 of the *Rehabilitation Act of 1973*, Title VI of the *Civil Rights Act of 1964*, and Executive Order 13347.
9. **Environmental and Historic Preservation (EHP) Compliance.** The federal government is required to consider the effects on the environment and/or historic properties of any federally funded activities and programs, including grant funded projects. The EHP Program engages in a review process to ensure that federally funded activities comply with federal EHP regulations, laws, and executive orders as applicable. The goal of these compliance requirements is to protect the nation's environmental, historic, and cultural resources. The Subrecipient shall not undertake any project having the potential to impact EHP resources without prior approval.

Any activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for federal funding.

Subrecipients are prohibited from using SLCGP funds to construct, remodel, or perform alterations of buildings and other physical facilities. However, subrecipients may use SLCGP funding to perform minor modifications that do not substantially affect a building's, or other physical facility's, structure, layout, or systems. Reference the FEMA [Grant Programs Directorate Information Bulletins | FEMA.gov](#) No. 523 for additional information.

10. Comply with the *Davis-Bacon Act* (40 U.S.C. 3141 *et seq.*) for grant funded construction projects. The Subrecipient must ensure that contractors or subcontractors for construction projects pay workers employed directly at the worksite no less than the prevailing wages and fringe benefits paid on projects of a similar character. Additional information, including Department of Labor wage determinations, is located at <http://www.dol.gov/whd/govcontracts/dbra.htm>.
11. Comply with all reporting requirements, including special reporting, data collection, and evaluation requirements, as prescribed by law or program guidance.
12. Maintain a valid Unique Entity Identifier (UEI) through <https://sam.gov/> at all times during the performance period of this grant.
13. The Subrecipient must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff. The Subrecipient also agrees to require any subrecipients, contractors, successors, transferees, and assignees to acknowledge and agree to comply with these same provisions. Detailed information on record access provisions can be found in the *DHS Standard Terms and Conditions* located at

<https://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions>, specifically in the DHS Specific Acknowledgements and Assurances on page 1.

14. Subrecipients are required to participate in the following free services and memberships offered by Cyber and Infrastructure Security Agency (CISA):

a. Cyber Hygiene Services

- i. Web Application Scanning is an “internet scanning-as-a-service.” This service assesses the “health” of your publicly accessible web applications by checking for known vulnerabilities and weak configurations. Additionally, CISA can recommend ways to enhance security in accordance with industry and government best practices and standards.
- ii. Vulnerability Scanning evaluates external network presence by executing continuous scans of public, static IPs for accessible services and vulnerabilities. This service provides weekly vulnerability reports and ad-hoc alerts.

To register for these services, email vulnerability_info@cisa.dhs.gov with the subject line “Requesting Cyber Hygiene Services – SLCGP” to get started. Indicate in the body of your email that you are requesting this service as part of the SLCGP. For more information, visit [Cyber Hygiene Services | CISA](#).

b. Nationwide Cybersecurity Review (NCSR)

- i. The NCSR is a free, anonymous, annual self-assessment designed to measure gaps and capabilities of a SLT’s cybersecurity programs. It is based on the National Institute of Standards and Technology Cybersecurity Framework and is sponsored by DHS and the MS-ISAC. Entities and their subrecipients should complete the NCSR, administered by the MS-ISAC, during the first year of the award/subaward period of performance and annually. For more information, visit <https://www.cisecurity.org/ms-isac/services/ncsr>.

The FY 23 SLCGP NOFO outlines additional services, memberships, and resources that are strongly encouraged or recommended. Please refer to the FY 23 SLCGP NOFO for additional information.

V. Responsibilities of the Recipient

The Recipient, in accordance with the general purposes and objectives of this grant agreement, will:

- A. Administer the grant in accordance with all applicable federal and state regulations and guidelines and submit required reports to the awarding federal agency.
- B. Provide direction and technical assistance to the Subrecipient.
- C. Provide to the Subrecipient any special report forms and reporting formats (templates) required for administration of the program.
- D. Reimburse the Subrecipient, in accordance with this grant agreement, based on appropriate documentation submitted by the Subrecipient.
- E. At its discretion, independently, or in conjunction with the federal awarding agency, conduct random on-site reviews of the Subrecipient(s).

VI. Reporting Procedures

The Subrecipient is required to submit reports to the Recipient on the status of all projects and funding. Reporting must follow the format and schedule specified by the Recipient. Current forms and instructions can be requested by sending an email to EMD_HSGP@michigan.gov.

Reporting on funding status is mandated by the federal government. Failure by the Subrecipient to fulfill reporting requirements, in compliance with federal grant rules, shall result in the suspension of grant activities until reports are received and may jeopardize future federal funding.

VII. Payment Procedures

The Subrecipient agrees to prepare and submit the Reimbursement Cover Sheet (EMD-054) with all required supporting documentation attached, including proof of payment. The Subrecipient will submit **one Reimbursement Cover Sheet and related forms for each grant project, solution area, allocation type, and individual exercise**. Reimbursement Cover Sheets must be filled out completely. Instructions are provided with each of the reimbursement forms. The Reimbursement Cover Sheet and other reimbursement forms can be found on the MSP/EMHSD website located at <http://www.michigan.gov/emhsd>. The Subrecipient will not be reimbursed for funds until all required signed documents and reimbursement documentation are received. **All reimbursement requests must be submitted to the Recipient no later than 30 days after the end of the performance period identified in this grant agreement.**

Drawdown of Funds in Advance. Up to 90 days **prior** to expenditure, the Subrecipient may request funds for purchases of \$10,000 or more. All the following requirements must be met when obtaining advanced funds:

- A. The Subrecipient must submit advance requests with a copy of approved purchase orders and a copy of approved Alignment and Allowability Forms.
- B. The Subrecipient must place advanced funds in an interest-bearing account.
- C. The Subrecipient may keep interest up to \$500 per year (2 C.F.R., Part 200.305) for administrative expenses for all federal grants combined.
- D. The Subrecipient must notify the Recipient quarterly, in writing, of any interest earned over \$500.
- E. The Subrecipient must promptly, but at least quarterly, remit any interest earned over \$500 to: Michigan State Police, Emergency Management and Homeland Security Division, Financial Management and Audit Section, P.O. Box 30634, Lansing, Michigan 48909.
- F. The Subrecipient must liquidate each advance **by the date specified by the Recipient** (usually within 90 days).
- G. The Subrecipient must ensure all invoices and proof of payment documents are dated **after the date the advance was issued by the Recipient**.

VIII. Employment Matters

The Subrecipient shall comply with Title VI of the *Civil Rights Act of 1964*, as amended; Title VIII of the *Civil Rights Act of 1968*; Title IX of the *Education Amendments of 1972 (Equal Opportunity in Education Act)*; the *Age Discrimination Act of 1975*; Titles I, II and III of the *Americans with Disabilities Act of 1990*; the *Elliott-Larsen Civil Rights Act, 1976 PA 453*, as amended, MCL 37.2101 *et seq.*; the *Persons with Disabilities Civil Rights Act, 1976 PA 220*, as amended, MCL 37.1101 *et seq.*, and all other federal, state and local fair employment practices and equal opportunity laws and covenants. The Subrecipient shall not discriminate against any employee or applicant for employment, to be employed in the performance of this grant agreement, with respect to their hire, tenure, terms, conditions, or privileges of employment; or any matter directly or indirectly related to employment because of their race, religion, color, national origin, age, sex, height, weight, marital status, limited English proficiency, or handicap that is unrelated to the individual's ability to perform the duties of a particular job or position. The Subrecipient agrees to include in every contract or subcontract entered into for the performance of this grant agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of the grant agreement.

The Subrecipient shall ensure that no subcontractor, manufacturer, or supplier of the Subrecipient for projects related to this grant agreement appears on the Federal Excluded Parties List System located at <https://www.sam.gov>.

IX. Limitation of Liability

The Recipient and the Subrecipient to this grant agreement agree that each must seek its own legal representative and bear its own costs, including judgments, in any litigation that may arise from performance of this contract. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

This is not to be construed as a waiver of governmental immunity for either party

X. Third Parties

This grant agreement is not intended to make any person or entity, not a party to this grant agreement, a third-party beneficiary hereof or to confer on a third party any rights or obligations enforceable in their favor.

XI. Grant Agreement Period

This grant agreement is in full force and effect from August 29, 2025 to August 31, 2027. No costs eligible under this grant agreement shall be incurred before the starting date of this grant agreement, except with prior written approval. This grant agreement may be terminated by either party by giving 30 days written notice to the other party stating reasons for termination and the effective date, or upon the failure of either party to carry out the terms of the grant agreement. Upon any such termination, the Subrecipient agrees to return to the Recipient any funds not authorized for use, and the Recipient shall have no further obligation to reimburse the Subrecipient.

XII. Entire Grant Agreement

This grant agreement is governed by the laws of the State of Michigan and supersedes all prior agreements, documents, and representations between the Recipient and the Subrecipient, whether expressed, implied, or oral. This grant agreement constitutes the entire agreement between the parties and may not be amended except by written instrument executed by both parties prior to the grant end date. No party to this grant agreement may assign this grant agreement or any of their/its rights, interest, or obligations hereunder without the prior consent of the other party. The Subrecipient agrees to inform the Recipient in writing immediately of any proposed changes of dates, budget, or services indicated in this grant agreement, as well as changes of address or personnel affecting this grant agreement. Changes in dates, budget, or services are subject to prior written approval of the Recipient. If any provision of this grant agreement shall be deemed void or unenforceable, the remainder of the grant agreement shall remain valid.

The Recipient may suspend or terminate grant funding to the Subrecipient, in whole or in part, or other measures may be imposed for any of the following reasons:

- A. Failure to expend funds in a timely manner consistent with the grant milestones, guidance, and assurances.
- B. Failure to comply with the requirements or statutory objectives of federal or state law.
- C. Failure to follow grant agreement requirements or special conditions.
- D. Proposal or implementation of substantial plan changes to the extent that, if originally submitted, the project would not have been approved for funding.
- E. Failure to submit required reports.
- F. Filing of a false certification in the application or other report or document.
- G. Failure to adequately manage, monitor or direct the grant funded activities.

Before taking action, the Recipient will provide the Subrecipient reasonable notice of intent to impose corrective measures and will make every effort to resolve the problem informally.

XIII. Business Integrity Clause

The Recipient may immediately cancel the grant without further liability to the Recipient or its employees if the Subrecipient, an officer of the Subrecipient, or an owner of a 25% or greater share of the Subrecipient is convicted of a criminal offense incident to the application for or performance of a state, public, or private grant or subcontract; or convicted of a criminal offense, including, but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under state or federal antitrust statutes; or convicted of any other criminal offense which, in the sole discretion of the Recipient, reflects on the Subrecipient's business integrity.

XIV. Freedom of Information Act

Much of the information submitted in the course of applying for funding under this program, or provided in the course of grant management activities, may be considered law enforcement-sensitive or otherwise critical to national security interests. This may include threat, risk, and needs assessment information, and discussions of demographics, transportation, public works, and industrial and public health infrastructures. Therefore, each Subrecipient agency Freedom of Information Officer will need to determine what information is to be withheld on a case-by-case basis. The Subrecipient should be familiar with the regulations governing Protected Critical Infrastructure Information (6 C.F.R., Part 29) and Sensitive Security Information (49 C.F.R., Part 1520), as these designations may provide additional protection to certain classes of homeland security information.

XV. Official Certification

For the Subrecipient

The individual or officer signing this grant agreement certifies by their signature that they are authorized to sign this grant agreement on behalf of the organization they represent. The Subrecipient agrees to complete all requirements specified in this grant agreement.

Subrecipient Name

Subrecipient's UEI Number

Printed Name

Title

Signature

Date

For the Recipient (Michigan State Police, Emergency Management and Homeland Security Division)

Capt. Kevin Sweeney,

Printed Name

Commander, Emergency
Management and Homeland Security

Title



9/17/2025

Signature

Date



STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including 2 C.F.R. Part 2800 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards by the Department of Justice), and Ex. Order 12372 (intergovernmental review of federal programs). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the Government Accountability Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subrecipients or contractors to comply) with any applicable nondiscrimination provisions, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Violence Against Women Act (42 U.S.C. § 13925(b)(13)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Indian Civil Rights Act (25 U.S.C. §§ 1301-1303); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07). It will also comply with Ex. Order 13279, Equal Protection of the Laws for Faith-Based and Community Organizations; Executive Order 13559, Fundamental Principles and Policymaking Criteria for Partnerships With Faith-Based and Other Neighborhood Organizations; and the DOJ implementing regulations at 28 C.F.R. Part 38.
7. If a governmental entity—
 - a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b) it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

Signature

Date



MEMORANDUM

301 W MAIN ST • OWOSSO, MICHIGAN 48867-2958 • WWW.CI.OWOSSO.MI.US

DATE: October 13, 2025

TO: Mayor Teich and the Owosso City Council

FROM: Amy K. Kohagen, City Clerk

SUBJECT: Grant acceptance and bid award

RECOMMENDATION:

Accept \$10,000 grant from the Michigan Association of Municipal Clerks for the replacement of the basement entry doors to City Hall with ADA compliant doors with a remote door opener and award bid for the supply and installation of said doors to C.E. Door & Hardware L.L.C.

BACKGROUND:

The exterior basement entrance doors at City Hall have reached the end of their useful life and are in need of replacement. Earlier this year, the Michigan Association of Municipal Clerks (MAMC) offered a grant of up to \$10,000 to assist municipalities in making their polling places ADA compliant. Since City Hall serves as an early voting precinct, it qualifies as a polling location and was therefore eligible for the grant.

The City applied for and was awarded the full \$10,000 to replace the existing doors with ADA compliant doors equipped with a remote door opener. Bids were solicited for the project, and one bid was received - from C.E. Door & Hardware L.L.C. - in the amount of \$18,137.00. Staff recommends award of the bid to C.E. Door & Hardware L.L.C.

This project will be carried out in conjunction with the ongoing improvements currently underway at City Hall.

FISCAL IMPACTS:

\$10,000.00 of the contract amount will be covered by the MAMC grant, the remaining \$8,137.00 will be paid out of the general fund.

RESOLUTION NO.

**ACCEPTING MAMC ADA COMPLIANCE GRANT AND
AWARDING CONTRACT TO C.E. DOOR & HARDWARE L.L.C.
FOR INSTALLATION OF ADA COMPLIANT BASEMENT ENTRANCE DOORS TO CITY HALL**

WHEREAS, the basement entry doors to City Hall are not ADA compliant and have reached the end of their useful life; and

WHEREAS, the City has secured a \$10,000.00 grant from the Michigan Municipal Clerk's Association for use in making all City polling places ADA accessible; and

WHEREAS, City Hall is utilized as an early voting precinct for state and federal elections and qualifies as a polling location; and

WHEREAS, bids were sought for the replacement of the basement entry doors with ADA compliant doors with a remote opener and one bid, from C.E. Door & Hardware L.L.C., was received.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to award a contract to C.E. Door & Hardware L.L.C. for the ADA Compliant City Hall Basement Entrance Doors project.
- SECOND: it has further determined that it is advisable, necessary and in the public interest to accept a grant of \$10,000.00 from the Michigan Association of Municipal Clerks to assist in making the City Hall more ADA compliant.
- THIRD: the Mayor and City Clerk are hereby authorized and instructed to sign the contract, substantially in the form attached as, ADA Compliant City Hall Basement Entrance Doors Contract, in the amount of \$18,137.00.
- FOURTH: the Accounts Payable department is hereby authorized to pay the contractor up to the contract amount upon satisfactory completion of the project.
- FIFTH: the above expenses shall be paid by a \$10,000.00 grant from the Michigan Association of Municipal Clerks, with the remaining funds to be paid from General Fund Account No. 101-265-975.000.

CONTRACT

THIS AGREEMENT is made on October ____, 2025 between the CITY OF OWOSSO, a Michigan municipal corporation, 301 W. Main Street, Owosso, Michigan 48867 ("city") and C.E. DOOR & HARDWARE L.L.C. ("contractor"), a Michigan company, whose address is 20042 Lezotte Drive, Rockwood, Michigan 48173.

Based upon the mutual promises below, the contractor and the city agree as follows:

ARTICLE I - Scope of work

The contractor agrees to furnish all of the materials, equipment and labor necessary and to abide by all the duties and responsibilities applicable to it for the project entitled "City Hall ADA Compliant Basement Entrance Doors", in accordance with the requirements and provisions of the following documents, including all written modifications incorporated into any of the documents, which are incorporated as part of this contract:

- Bid documents
- Bid proposal
- Contract and exhibits
- General conditions
- Standard specifications
- Detailed specifications

ARTICLE II - The Contract Sum

(A) The city shall pay to the contractor for the performance of the contract, the unit prices as given in the bid forms not to exceed eighteen thousand, one hundred thirty-seven dollars (\$18,137.00). No additional work shall be performed unless a change order is issued by the city.

(B) The amount paid shall be equitably adjusted to cover changes in the work ordered by the city but not required by the contract documents where there is a written change order.

ARTICLE III – Assignment

This contract may not be assigned or subcontracted without the written consent of the city.

ARTICLE IV - Choice of law

This contract shall be construed, governed, and enforced in accordance with the laws of the state of Michigan. By executing this agreement, the contractor and the city agree to a venue in a court of appropriate jurisdiction sitting within Shiawassee County for purposes of any action arising under this contract.

Whenever possible, each provision of the contract will be interpreted in a manner as to be effective and valid under applicable law. The prohibition or invalidity, under applicable law, of any provision will not invalidate the remainder of the contract.

ARTICLE V - Relationship of the parties

The parties of the contract agree that it is not a contract of employment but is a contract to accomplish a specific result. Contractor is an independent contractor performing services for the city. Nothing contained in this contract shall be deemed to constitute any other relationship between the city and the contractor.

Contractor certifies that it has no personal or financial interest in the project other than the compensation it is to receive under the contract. Contractor certifies that it is not, and shall not become, overdue or in default to the city for any contract, debt, or any other obligation to the city including real or personal property taxes. City shall have the right to set off any such debt against compensation awarded for services under this agreement.

ARTICLE VI – Notice

All notices given under this contract shall be in writing, and shall be by personal delivery or by certified mail with return receipt requested to the parties at their respective addresses as specified in the contract documents or other address the contractor may specify in writing.

ARTICLE VII - Indemnification

To the fullest extent permitted by law, for any loss not covered by insurance under this contract; contractor shall indemnify, defend and hold harmless the city, its officers, employees and agents harmless from all suits, claims, judgments and expenses including attorney's fees resulting or alleged to result, in whole or in part, from any act or omission, which is in any way connected or associated with this contract, by the contractor or anyone acting on the contractor's behalf under this contract. Contractor shall not be responsible to indemnify the city for losses or damages caused by or resulting from the city's sole negligence.

ARTICLE VIII - Entire agreement

This contract represents the entire understanding between the city and the contractor and it supersedes all prior representations or agreements whether written or oral. Neither party has relied on any prior representations in entering into this contract. This contract may be altered, amended or modified only by written amendment signed by the city and the contractor.

FOR CONTRACTOR

By_____

Its: Charles Stahura, Owner

Date:

THE CITY OF OWOSSO

By_____

Its: Robert J. Teich, Jr., Mayor

Date:

By_____

Its: Amy K. Kohagen, City Clerk

Date:

CITY OF OWOSSO BID TABULATION SHEET

DATE 9/30/2025DEPT. City of OwossoSUBJECT: ADA compliant basement entrance doors**C.E. Door & Hardware**20042 Lezotte Dr
Rockwood, MI 48173
734-363-7050

ITEM #	DESCRIPTION	TOTAL
1	ADA compliant basement entrance doors	\$ 18,137.00
TOTAL BID		\$ 18,137.00

DEPT.

HEAD: 

PURCH.

AGENT:  10/13/25

STAFF

REC.: C.E Door & Hardware

GENERAL LIABILITY INSURANCE

EXPIRATION DA 4/24/26

WORKERS COMPENSATION INSURANCE

EXPIRATION DA 4/24/26

SOLE PROPRIETORSHIP

EXPIRATION DA NA101. 265. 975.000 ADACITYHAL



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ (989) 725-0599 ▪ FAX (989) 723-8854

DATE: October 20, 2025

TO: Mayor Teich and the Owosso City Council

FROM: Ryan E. Suchanek, Director of Public Services & Utilities

SUBJECT: State of Michigan Salt Contract 180000000768 – Road Salt Purchase

RECOMMENDATION:

Approval of award to The Detroit Salt Company, L.C. under State of Michigan Contract in the amount of \$12,196.00 for 200 tons of road salt at \$60.98/ton for Bulk Salt Early Fill, and Bulk Salt Seasonal Fill in the amount of \$72,804.00 for 1200 tons of road salt at \$60.67/ton to be delivered as needed for the 2025-2026 contract period.

BACKGROUND:

The State of Michigan has taken competitive bids for road salt. Detroit Salt Company LC was the low bidder for 2025. This contract became effective August 31, 2025 and will expire August 31, 2026.

Previous Years' Prices per ton:

- 2024-2025 - \$60.98/ton
- 2023-2024 - \$63.93/ton
- 2022-2023 - \$64.68/ton
- 2021-2022 - \$53.61/ton

FISCAL IMPACTS:

The above expenses in the amount of \$12,196.00 for Early Fill, plus \$72,804.00, for Bulk Seasonal Fill, and a recommended contingency amount of \$21,234.50 for a total of \$106,234.50 shall be paid from the Local and Major Street Fund accounts 202/203.478.728.000 and State Trunk-line account 202.497.728.000.

Attachments: (1) Resolution
(2) MiDeal State Contract Early (Bulk Salt Usage included)
(3) MiDeal State Contract Seasonal (Bulk Salt Usage included)

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF A PURCHASE ORDER
WITH THE DETROIT SALT COMPANY, L.C. FOR THE
2025-2026 WINTER SUPPLY OF ROAD SALT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, recognizes its responsibility to maintain safe and passable streets throughout the winter months, and finds that winter ice control operations are advisable, necessary, and in the best interest of public safety and welfare; and

WHEREAS, the most efficient way to remove ice from the streets is the application of road salt onto the icy pavements; and

WHEREAS, in order to obtain the best price for road salt material, it is in the best interest of the City of Owosso to waive competitive bidding requirements and utilize State of Michigan Contract No. 180000000768 effective August 31, 2025, provided by The Detroit Salt Company, L.C. for the purchase of road salt at \$60.98 per ton for early fill delivery as needed bulk.

WHEREAS, in order to obtain the best price for road salt material, it is in the best interest of the City of Owosso to waive competitive bidding requirements and utilize State of Michigan Contract No. 180000000768 effective August 31, 2025, provided by The Detroit Salt Company, L.C. for the purchase of road salt at \$60.67 per ton for Seasonal fill delivery as needed bulk.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to waive competitive bidding requirements and authorize the joint purchase of 200 tons of early-fill road salt from The Detroit Salt Company, L.C. in the amount of \$60.98/ton.
- SECOND: it has heretofore determined that it is advisable, necessary and in the public interest to waive competitive bidding requirements and authorize the joint purchase 1,200 tons of seasonal fill road salt from The Detroit Salt Company, L.C. in the amount of \$60.67/ton.
- THIRD: the contract between the City and The Detroit Salt Company, L.C. shall be in the form of a Purchase Order, with reference to State of Michigan Contract No. 180000000787.
- FOURTH: the accounts payable department is authorized to pay The Detroit Salt Company, L.C. according to unit prices for early road salt delivered up to the amount of \$12,196.00.
- FIFTH: the accounts payable department is authorized to pay The Detroit Salt Company, L.C. for seasonal road salt delivered up the amount of \$72,804.00, plus a contingency amount of \$21,234.50 with prior authorization for a seasonal fill total of \$94,038.50 (up to a grand total of \$106,234.50, for both early and seasonal fills).
- SIXTH: The above expenses shall be paid from Local and Major Street Fund and State Trunk-line accounts 202/203.478.728.000 and 202.497.728.000.



STATE OF MICHIGAN ENTERPRISE PROCUREMENT

DTMB

320 S Walnut Street Lansing, MI 48933
P.O. Box 30026, Lansing, MI 48909

CONTRACT CHANGE NOTICE

Change Notice Number **17**

to

Contract Number **MA180000000768**

CONTRACTOR	DETROIT SALT COMPANY LC
	12841 Sanders Street
	Detroit MI 48217
	Steve Briggs
	313-841-5144
	sales@detroitsalt.com
	CV0040860

STATE	Program Manager	Various	MDOT
	Contract Administrator	Alannah Doak	DTMB
		(517) 230-9424	
		DoakA@michigan.gov	

CONTRACT SUMMARY

Bulk Salt, Early Fill & Seasonal Back-Up-Statewide

INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE
September 1, 2018	August 31, 2023	5 - 1 Year	August 31, 2025
PAYMENT TERMS		DELIVERY TIMEFRAME	
NET 45			
ALTERNATE PAYMENT OPTIONS			EXTENDED PURCHASING
☐ P-Card ☐ Direct Voucher (PRC) ☐ Other			☒ Yes ☐ No

MINIMUM DELIVERY REQUIREMENTS

See Section 3.1 Delivery and Acceptance.

DESCRIPTION OF CHANGE NOTICE

OPTION	LENGTH OF OPTION	EXTENSION	LENGTH OF EXTENSION	REVISED EXP. DATE
☒	1 Year	☐		August 31, 2026
CURRENT VALUE	VALUE OF CHANGE NOTICE	ESTIMATED AGGREGATE CONTRACT VALUE		
\$59,776,395.24	\$18,000,000.00	\$77,776,395.24		

MiDEAL and STATE AGENCY DROP POINTS: 2025/2026 Road Salt

4-Bay	106	Lapeer	MiDEAL	LAPEER, CITY OF	217 Bentley Street	Lapeer	MI	48446	(810) 664-4711	650	\$65.51	Detroit Salt	\$42,581.50	rlusher@ci.lapeer.mi.us
4-Bay	107	Lapeer	MiDEAL	NORTH BRANCH AREA SCHOOLS	6637 Jefferson Road	North Branch	MI	48461	(810) 688-7995	50	\$65.51	Detroit Salt	\$3,275.50	mmontgomery@nbroncos.net
4-Bay	108	Lapeer	MiDEAL	ALMONT, VILLAGE OF	413 Spring Street	Almont	MI	48003	(810) 798-8528	100	\$65.51	Detroit Salt	\$6,551.00	btreat@almontvillage.org
4-Bay	109	Lapeer	MiDEAL	DRYDEN, VILLAGE OF	5805 Liberty St	Dryden	MI	48428	(810) 798-2207	50	\$65.51	Detroit Salt	\$3,275.50	hshroyer@villageofdryden.com
4-Bay	110	Midland	MiDEAL	COLEMAN, CITY OF	108 Jackson St.	Coleman	MI	48618	(989) 465-9182	150	\$58.59	Detroit Salt	\$8,788.50	ecozat@cityofcoleman.org
4-Bay	111	Midland	MiDEAL	MIDLAND COUNTY ROAD COMMISSION	2334 North Meridian Rd.	Sanford	MI	48657	(989) 887-9060	2,750	\$58.59	Detroit Salt	\$161,122.50	art@midlandroads.com
4-Bay	112	Midland	MiDEAL	MIDLAND, CITY OF	4811 N Saginaw Road	Midland	MI	48640	(989) 837-3331	2,000	\$58.59	Detroit Salt	\$117,180.00	cevans@midland-mi.org
4-Bay	113	Saginaw	MiDEAL	SAGINAW COUNTY ROAD COMMISSION	3110 Sheriden Ave.	Saginaw	MI	48601	(989) 399-3773	5,000	\$52.30	Detroit Salt	\$261,500.00	borchardd@scrc-mi.org
4-Bay	114	Saginaw	MiDEAL	SAGINAW COUNTY ROAD COMMISSION	720 Lansing St.	Chesaning	MI	48616	(989) 399-3773	1,000	\$52.30	Detroit Salt	\$52,300.00	borchardd@scrc-mi.org
4-Bay	115	Saginaw	MiDEAL	SAGINAW COUNTY ROAD COMMISSION	330 Cedar St.	Hemlock	MI	48626	(989) 399-3773	1,000	\$52.30	Detroit Salt	\$52,300.00	borchardd@scrc-mi.org
4-Bay	116	Saginaw	MiDEAL	SAGINAW COUNTY ROAD COMMISSION	1777 W. Brady Rd	Chesaning	MI	48616	(989) 399-3773	1,500	\$52.30	Detroit Salt	\$78,450.00	borchardd@scrc-mi.org
4-Bay	117	Saginaw	MiDEAL	SAGINAW COUNTY ROAD COMMISSION	11504 Geddes Rd	Freeland	MI	48623	(989) 399-3773	1,500	\$52.30	Detroit Salt	\$78,450.00	borchardd@scrc-mi.org
4-Bay	118	Saginaw	MiDEAL	SAGINAW, CITY OF	1435 S. Washington Ave.	Saginaw	MI	48601	(989) 759-1413	2,000	\$52.30	Detroit Salt	\$104,600.00	blondon@saginaw-mi.com
4-Bay	119	Saginaw	MiDEAL	FRANKENMUTH, CITY OF	216 W. Schleier	Frankenmuth	MI	48734	(989) 652-3443	300	\$52.30	Detroit Salt	\$15,690.00	kscherzer@frankenmuthcity.com
4-Bay	120	Saginaw	MiDEAL	COVENANT HEALTHCARE	5806 N. Westervelt Sargent Dock	Saginaw	MI	48602	(989) 583-4090	450	\$52.30	Detroit Salt	\$23,535.00	tmeyer@chs-mi.com
4-Bay	121	Saginaw	MiDEAL	City of Zilwaukee	401 N. Adams	Saginaw	MI	48604	(989) 755-0931	50	\$52.30	Detroit Salt	\$2,615.00	wkernstock@zilwaukeeemichigan.gov
4-Bay	122	Saginaw	MiDEAL	ST. CHARLES, VILLAGE OF	555 ENTREPRENEUR DR	ST. CHARLES	MI	48655	(989) 865-8287	50	\$52.30	Detroit Salt	\$2,615.00	manager@stcmi.com
4-Bay	123	Saginaw	MiDEAL	CHESANING, VILLAGE OF	1105 N. Main St	Chesaning	MI	48616	(989) 845-3800	50	\$52.30	Detroit Salt	\$2,615.00	dpw@villageofchesaning.org
4-Bay	124	Saginaw	MiDEAL	BIRCH RUN, VILLAGE OF	12060 Heath Street	Birch Run	MI	48415	(989) 624-5711	150	\$52.30	Detroit Salt	\$7,845.00	pmoore@villageofbirchrun.com
4-Bay	125	Saginaw	MiDEAL	SAGINAW VALLEY STATE UNIVERSITY	7400 Bay Road	University Center	MI	48710	(989) 964-4101	100	\$52.30	Detroit Salt	\$5,230.00	jmwbb@svsu.edu
4-Bay	126	Sanilac	MiDEAL	LEXINGTON, VILLAGE OF	7226 Lester St	Lexington	MI	48450	(810) 359-8536	50	\$61.23	Detroit Salt	\$3,061.50	dpwmanager@villageoflexington.com
4-Bay	127	Sanilac	MiDEAL	Sandusky Community Schools	202 Pine Tree Lane	Sandusky	MI	48471	(810) 648-3400	50	\$61.23	Detroit Salt	\$3,061.50	mpearce@sandusky.k12.mi.us
4-Bay	128	Sanilac	MiDEAL	Sandusky	320 E. Sanilac	Sandusky	MI	48471	(810) 648-4444	200	\$61.23	Detroit Salt	\$12,246.00	dhaber@misandusky.com
4-Bay	129	Sanilac	MiDEAL	SANILAC COUNTY ROAD COMMISSION	195 Campbell St.	Sandusky	MI	48471	(810) 648-2185	300	\$61.23	Detroit Salt	\$18,369.00	apalmer@sanilacroads.com
4-Bay	130	Sanilac	MiDEAL	SANILAC COUNTY ROAD COMMISSION	4087 N. Decker Rd.	Snover	MI	48472	(810) 648-2185	300	\$61.23	Detroit Salt	\$18,369.00	apalmer@sanilacroads.com
4-Bay	131	Sanilac	MiDEAL	SANILAC COUNTY ROAD COMMISSION	5505 N. Ruth Rd.	Deckerville	MI	48427	(810) 648-2185	250	\$61.23	Detroit Salt	\$15,307.50	apalmer@sanilacroads.com
4-Bay	132	Sanilac	MiDEAL	SANILAC COUNTY ROAD COMMISSION	5530 Lancaster St.	Croswell	MI	48422	(810) 648-2185	300	\$61.23	Detroit Salt	\$18,369.00	apalmer@sanilacroads.com
4-Bay	133	Sanilac	MiDEAL	SANILAC COUNTY ROAD COMMISSION	2411 Peck Rd.	Brown City	MI	48416	(810) 648-2185	200	\$61.23	Detroit Salt	\$12,246.00	apalmer@sanilacroads.com
4-Bay	134	Sanilac	MiDEAL	BROWN CITY	7090 Merrill St	Brown City	MI	48416	(810) 346-2325	100	\$61.23	Detroit Salt	\$6,123.00	browncty@greatlakes.net
4-Bay	135	Sanilac	MiDEAL	CROSWELL, CITY OF	100 N. Howard	Croswell	MI	48422	(810) 679-3158	50	\$61.23	Detroit Salt	\$3,061.50	syoun@crosswell.us
4-Bay	136	Sanilac	MiDEAL	DECKERVILLE, VILLAGE OF	3550 Range Line Rd.	Deckerville	MI	48427	(810) 531-5714	100	\$61.23	Detroit Salt	\$6,123.00	deckervilledpw@gmail.com
4-Bay	137	Shiawassee	MiDEAL	BYRON, VILLAGE OF	121 N Saginaw St	Byron	MI	48418	(810) 266-5090	50	\$60.67	Detroit Salt	\$3,033.50	village@byron.org
4-Bay	138	Shiawassee	MiDEAL	OWOSSO, CITY OF	522 milwaukee	owosso	MI	48867	(989) 725-0556	1,200	\$60.67	Detroit Salt	\$72,804.00	thomas.wheeler@ci.owosso.mi.us
4-Bay	139	Shiawassee	MiDEAL	SHIAWASSEE COUNTY ROAD COMMISSION	701 W Corunna Ave	Corunna	MI	48817	(989) 743-2228	1,500	\$60.67	Detroit Salt	\$91,005.00	ccannon@shiawasseeroads.com
4-Bay	140	Shiawassee	MiDEAL	SHIAWASSEE COUNTY ROAD COMMISSION	1816 W Lansing Rd	Perry	MI	48872	(989) 743-2228	250	\$60.67	Detroit Salt	\$15,167.50	ccannon@shiawasseeroads.com
4-Bay	141	Shiawassee	MiDEAL	PERRY, CITY OF	220 Lamb St	Perry	MI	48872	(517) 625-4500	50	\$60.67	Detroit Salt	\$3,033.50	dpw@perry.mi.us



STATE OF MICHIGAN ENTERPRISE PROCUREMENT

DTMB

320 S Walnut Street Lansing, MI 48933
P.O. Box 30026, Lansing, MI 48909

CONTRACT CHANGE NOTICE

Change Notice Number 17

to

Contract Number MA180000000768

CONTRACTOR	DETROIT SALT COMPANY LC
	12841 Sanders Street
	Detroit MI 48217
	Steve Briggs
	313-841-5144
	sales@detroitsalt.com
	CV0040860

STATE	Program Manager	Various	MDOT
	Contract Administrator	Alannah Doak	DTMB
		(517) 230-9424	
		DoakA@michigan.gov	

CONTRACT SUMMARY

Bulk Salt, Early Fill & Seasonal Back-Up-Statewide

INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE
September 1, 2018	August 31, 2023	5 - 1 Year	August 31, 2025
PAYMENT TERMS		DELIVERY TIMEFRAME	
NET 45			
ALTERNATE PAYMENT OPTIONS			EXTENDED PURCHASING
☐ P-Card ☐ Direct Voucher (PRC) ☐ Other			☒ Yes ☐ No

MINIMUM DELIVERY REQUIREMENTS

See Section 3.1 Delivery and Acceptance.

DESCRIPTION OF CHANGE NOTICE

OPTION	LENGTH OF OPTION	EXTENSION	LENGTH OF EXTENSION	REVISED EXP. DATE
☒	1 Year	☐		August 31, 2026
CURRENT VALUE	VALUE OF CHANGE NOTICE	ESTIMATED AGGREGATE CONTRACT VALUE		
\$59,776,395.24	\$18,000,000.00	\$77,776,395.24		

MIDEAL and STATE AGENCY DROP POINTS: 2025/2026 Road Salt

4-Bay	135	Isabella	MIDEAL	ISABELLA COUNTY ROAD COMMISSION	5037 W. Airline	Weidman	MI	48893	(989) 773-7131	100	\$62.82	Detroit Salt	\$6,282.00	cbrasington@isabellaroads.com
4-Bay	136	Lapeer	MIDEAL	NORTH BRANCH AREA SCHOOLS	8637 Jefferson Road	North Branch	MI	48461	(810) 688-7995	50	\$58.64	Detroit Salt	\$2,932.00	mmontgomery@nbroncos.net
4-Bay	137	Lapeer	MIDEAL	ALMONT, VILLAGE OF	413 Spring Street	Almont	MI	48003	(810) 798-8528	50	\$58.64	Detroit Salt	\$2,932.00	btreat@almontvillage.org
4-Bay	138	Lapeer	MIDEAL	DRYDEN, VILLAGE OF	5605 Liberty St	Dryden	MI	48428	(810) 796-2207	50	\$58.64	Detroit Salt	\$2,932.00	hahroyer@villageofdryden.com
4-Bay	139	Lapeer	MIDEAL	CLIFFORD, VILLAGE OF	4548 Madison St	Clifford	MI	48727	(989) 761-7003	50	\$58.64	Detroit Salt	\$2,932.00	cliffordvillageof@yahoo.com
4-Bay	140	Lapeer	MIDEAL	LAPEER COUNTY ROAD COMMISSION	5891 Old State Road	North Branch	MI	48461	(810) 664-6272	2,400	\$58.64	Detroit Salt	\$140,736.00	gdingle@lcrconline.com
4-Bay	141	Lapeer	MIDEAL	LAPEER COUNTY ROAD COMMISSION	820 Davis Lake Road	Lapeer	MI	48446	(810) 664-6272	6,000	\$58.64	Detroit Salt	\$351,840.00	gdingle@lcrconline.com
4-Bay	142	Lapeer	MIDEAL	LAPEER COUNTY ROAD COMMISSION	6710 Webster Road	Imlay City	MI	48444	(810) 664-6272	3,000	\$58.64	Detroit Salt	\$175,920.00	gdingle@lcrconline.com
4-Bay	143	Lapeer	MIDEAL	LAPEER, CITY OF	217 Bentley Street	Lapeer	MI	48446	(810) 664-4711	200	\$58.64	Detroit Salt	\$11,728.00	ralisher@ci.lapeer.mi.us
4-Bay	144	Lapeer	MIDEAL	IMLAY, CITY OF	604 E. First Street	Imlay City	MI	48444	(810) 724-2135	300	\$58.64	Detroit Salt	\$17,592.00	epriehe@imlaycity.org
4-Bay	145	Midland	MIDEAL	MIDLAND COUNTY ROAD COMMISSION	2334 North Meridian Rd.	Sanford	MI	48657	(989) 667-9060	2,250	\$57.65	Detroit Salt	\$129,712.50	art@midlandroads.com
4-Bay	146	Midland	MIDEAL	MIDLAND, CITY OF	4811 N Saginaw Road	Midland	MI	48640	(989) 837-3331	1,200	\$57.65	Detroit Salt	\$69,180.00	cevans@midland-mi.org
4-Bay	147	Saginaw	MIDEAL	City of Zilwaukee	401 N. Adams	Saginaw	MI	48604	(989) 755-0931	50	\$55.24	Detroit Salt	\$2,762.00	wkenstock@zilwaukeeemichigan.gov
4-Bay	148	Saginaw	MIDEAL	SAGINAW, CITY OF	1435 S. Washington Ave.	Saginaw	MI	48601	(989) 759-1413	1,500	\$55.24	Detroit Salt	\$82,860.00	blondon@saginaw-mi.com
4-Bay	149	Saginaw	MIDEAL	ST. CHARLES, VILLAGE OF	555 ENTREPRENEUR DR	ST. CHARLES	MI	48655	(989) 865-8287	50	\$55.24	Detroit Salt	\$2,762.00	manager@stcmi.com
4-Bay	150	Saginaw	MIDEAL	SAGINAW COUNTY ROAD COMMISSION	3110 Sheridan Ave.	Saginaw	MI	48601	(989) 399-3773	3,000	\$55.24	Detroit Salt	\$165,720.00	borchardd@scrc-mi.org
4-Bay	151	Saginaw	MIDEAL	SAGINAW COUNTY ROAD COMMISSION	330 Cedar St	Hemlock	MI	48626	(989) 399-3773	600	\$55.24	Detroit Salt	\$33,144.00	borchardd@scrc-mi.org
4-Bay	152	Saginaw	MIDEAL	SAGINAW COUNTY ROAD COMMISSION	1777 W. Brady Rd	Chesaning	MI	48616	(989) 399-3773	4,000	\$55.24	Detroit Salt	\$220,960.00	borchardd@scrc-mi.org
4-Bay	153	Saginaw	MIDEAL	SAGINAW COUNTY ROAD COMMISSION	11504 Geddes Rd	Freeland	MI	48623	(989) 399-3773	4,000	\$55.24	Detroit Salt	\$220,960.00	borchardd@scrc-mi.org
4-Bay	154	Saginaw	MIDEAL	CHESANING, VILLAGE OF	1105 N. Main St	Chesaning	MI	48616	(989) 845-3800	50	\$55.24	Detroit Salt	\$2,762.00	dpw@villageofchesaning.org
4-Bay	155	Sanilac	MIDEAL	Sandusky Community Schools	202 Pine Tree Lane	Sandusky	MI	48471	(810) 648-3400	50	\$59.70	Detroit Salt	\$2,985.00	mpearce@sandusky.k12.mi.us
4-Bay	156	Sanilac	MIDEAL	Brown City Community Schools	4290 Second Street	Brown City	MI	48416	(810) 346-1624	50	\$59.70	Detroit Salt	\$2,985.00	taheldon@browncityschools.org
4-Bay	157	Sanilac	MIDEAL	Sandusky	320 E. Sanilac	Sandusky	MI	48471	(810) 648-4444	50	\$59.70	Detroit Salt	\$2,985.00	dfaber@misandusky.com
4-Bay	158	Sanilac	MIDEAL	SANILAC COUNTY ROAD COMMISSION	195 Campbell St	Sandusky	MI	48471	(810) 648-2185	350	\$59.70	Detroit Salt	\$20,895.00	apalmer@sanilacroads.com
4-Bay	159	Sanilac	MIDEAL	SANILAC COUNTY ROAD COMMISSION	4087 N. Decker Rd.	Shover	MI	48472	(810) 648-2185	150	\$59.70	Detroit Salt	\$8,955.00	apalmer@sanilacroads.com
4-Bay	160	Sanilac	MIDEAL	SANILAC COUNTY ROAD COMMISSION	5505 N. Ruth Rd.	Deckerville	MI	48427	(810) 648-2185	450	\$59.70	Detroit Salt	\$26,865.00	apalmer@sanilacroads.com
4-Bay	161	Sanilac	MIDEAL	LEXINGTON, VILLAGE OF	7226 Lester St	Lexington	MI	48450	(810) 359-9536	50	\$59.70	Detroit Salt	\$2,985.00	dpwmanager@villageoflexington.com
4-Bay	162	Sanilac	MIDEAL	CROSWELL, CITY OF	100 N. Howard	Croswell	MI	48422	(810) 679-3158	300	\$59.70	Detroit Salt	\$17,910.00	syounig@croswell.us
4-Bay	163	Sanilac	MIDEAL	BROWN CITY	7090 Merrill St	Brown City	MI	48416	(810) 346-2325	100	\$59.70	Detroit Salt	\$5,970.00	brownct@greatlakes.net
4-Bay	164	Sanilac	MIDEAL	DECKERVILLE, VILLAGE OF	3550 Range Line Rd.	Deckerville	MI	48427	(810) 531-5714	50	\$59.70	Detroit Salt	\$2,985.00	deckervilledpw@gmail.com
4-Bay	165	Shiawassee	MIDEAL	BYRON, VILLAGE OF	121 N Saginaw St	Byron	MI	48418	(810) 266-5090	50	\$60.98	Detroit Salt	\$3,049.00	village@byron.org
4-Bay	166	Shiawassee	MIDEAL	PERRY, CITY OF	220 Lamb St	Perry	MI	48872	(517) 625-4500	50	\$60.98	Detroit Salt	\$3,049.00	dpw@perry.mi.us
4-Bay	167	Shiawassee	MIDEAL	MORRICE, VILLAGE OF	1470 W. Britton	Morrice	MI	48857	(517) 625-3430	100	\$60.98	Detroit Salt	\$6,098.00	policechief@morrice.mi.us
4-Bay	168	Shiawassee	MIDEAL	OWOSSO, CITY OF	522 Milwaukee	owosso	MI	48867	(989) 725-0596	200	\$60.98	Detroit Salt	\$12,196.00	thomas.wheeler@ci.owosso.mi.us
4-Bay	169	Shiawassee	MIDEAL	SHIAWASSEE COUNTY ROAD COMMISSION	701 W Corunna Ave	Corunna	MI	48817	(989) 743-2228	1,500	\$60.98	Detroit Salt	\$91,470.00	ccannon@shiawasseeroads.com
4-Bay	170	Shiawassee	MIDEAL	SHIAWASSEE COUNTY ROAD COMMISSION	1816 W Lansing Rd	Perry	MI	48872	(989) 743-2228	600	\$60.98	Detroit Salt	\$36,588.00	ccannon@shiawasseeroads.com
4-Bay	171	Shiawassee	MIDEAL	DURAND AREA SCHOOLS	9573 Monroe Rd.	Durand	MI	48429	(989) 288-2681	50	\$60.98	Detroit Salt	\$3,049.00	szanger@durand.k12.mi.us
4-Bay	172	St. Clair	MIDEAL	MARINE CITY, CITY OF	514 S. Parker St.	Marine City	MI	48039	(810) 765-9711	250	\$59.62	Detroit Salt	\$14,905.00	aatkinson@marinecity.gov
4-Bay	173	St. Clair	MIDEAL	YALE PUBLIC SCHOOLS	198 School Drive	Yale	MI	48097	(810) 367-3231	50	\$59.62	Detroit Salt	\$2,981.00	jehtuko@typed.us
4-Bay	174	St. Clair	MIDEAL	PORT HURON, CITY OF	1812 Bancroft	Port Huron	MI	48060	(810) 531-2820	2,000	\$59.62	Detroit Salt	\$119,240.00	gerstenbergerb@porthuron.org
4-Bay	175	St. Clair	MIDEAL	ALGONAC, CITY OF	453 State Street	Algonac	MI	48001	(810) 794-5451	150	\$59.62	Detroit Salt	\$8,943.00	dpw@cityofalgonac.org
4-Bay	176	St. Clair	MIDEAL	MARYSVILLE PUBLIC SCHOOL DISTRICT	200 East 14th Street	Marysville	MI	48040	(810) 455-6012	100	\$59.62	Detroit Salt	\$5,962.00	jmcKay@marysvilleschools.us
4-Bay	177	St. Clair	MIDEAL	ST. CLAIR, CITY OF	505 Palmer	St. Clair	MI	48079	(810) 329-7121	400	\$59.62	Detroit Salt	\$23,848.00	qbishop@cityofstclair.com
4-Bay	178	St. Clair	MIDEAL	PORT HURON HOUSING COMMISSION	2529 Manuel	Port Huron	MI	48060	(810) 984-3173	50	\$59.62	Detroit Salt	\$2,981.00	sward@phhousing.org
4-Bay	179	Tuscola	MIDEAL	KINGSTON VILLAGE OF	3655 Ross St	Kingston	MI	48741	(989) 683-2680	150	\$57.60	Detroit Salt	\$8,540.00	kingstonclerk@airadv.net
4-Bay	180	Tuscola	MIDEAL	TUSCOLA COUNTY ROAD COMMISSION	4387 Beach Street	Akron	MI	48701	(989) 673-2128	150	\$57.60	Detroit Salt	\$8,540.00	mtuckey@tuscolaroad.org
4-Bay	181	Tuscola	MIDEAL	TUSCOLA COUNTY ROAD COMMISSION	1733 S Mertz Rd	Caro	MI	48723	(989) 673-2128	450	\$57.60	Detroit Salt	\$25,920.00	mtuckey@tuscolaroad.org
4-Bay	182	Tuscola	MIDEAL	TUSCOLA COUNTY ROAD COMMISSION	5847 Bruce Street	Deford	MI	48729	(989) 673-2128	300	\$57.60	Detroit Salt	\$17,280.00	mtuckey@tuscolaroad.org
4-Bay	183	Tuscola	MIDEAL	TUSCOLA COUNTY ROAD COMMISSION	430 Kittinger	Vassar	MI	48768	(989) 673-2128	400	\$57.60	Detroit Salt	\$23,040.00	mtuckey@tuscolaroad.org
4-Bay	184	Tuscola	MIDEAL	CARO, VILLAGE OF	741 S. Hooper Street	Caro	MI	48723	(989) 673-7671	250	\$57.60	Detroit Salt	\$14,400.00	treese@caro-city.net
4-Bay	185	Tuscola	MIDEAL	MILLINGTON VILLAGE OF	4675 Bishop Street	Millington	MI	48746	(989) 871-2701	50	\$57.60	Detroit Salt	\$2,880.00	vom_dpw@millingtonvillage.org
4-Bay	186	Tuscola	MIDEAL	VASSAR, CITY OF	514 E. Huron Avenue	Vassar	MI	48768	(989) 823-7231	250	\$57.60	Detroit Salt	\$14,400.00	retein@cityofvassar.org
4-Bay	187	Tuscola	MIDEAL	REESE VILLAGE OF	9723 Center Street	Reese	MI	48757	(989) 868-4503	100	\$57.60	Detroit Salt	\$5,760.00	manager@villageofreese.us
4-Bay	188	Tuscola	MIDEAL	GAGETOWN VILLAGE OF	4771 Gifford St.	Gagetown	MI	48735	(989) 325-0041	50	\$57.60	Detroit Salt	\$2,880.00	cookie_48726@yahoo.com
5-Southwest	189	Berrien	MIDEAL	BUCHANAN, CITY OF	606 Clark Street	Buchanan	MI	49107	(269) 591-0945	300	\$69.27	Detroit Salt	\$20,781.00	mbaker@cityofbuchanan.com
5-Southwest	190	Berrien	MIDEAL	NEW BUFFALO, CITY OF	204 E Jefferson Street	New Buffalo	MI	49117	(269) 469-1500	200	\$69.27	Detroit Salt	\$13,854.00	streets@cityofnewbuffalo.org
5-Southwest	191	Berrien	MIDEAL	COLOMA, CITY OF	175 North St.	Coloma	MI	49038	(269) 468-6606	200	\$69.27	Detroit Salt	\$13,854.00	colomacityhall@2k.com
5-Southwest	192	Berrien	MIDEAL	BENTON HARBOR, CITY OF	768 PAW PAW AVENUE	BENTON HARBOR	MI	49022	(269) 757-3347	100	\$69.27	Detroit Salt	\$6,927.00	dmeeks@bhcity.us
5-Southwest	193	Berrien	MIDEAL	ST. JOSEPH, CITY OF	1160 Broad St.	St. Joseph	MI	49085	(269) 985-0309	700	\$69.27	Detroit Salt	\$48,489.00	ggrothous@sjcity.com
5-Southwest	194	Berrien	MIDEAL	WATERVLIET, CITY OF	235 Butternut Street	Watervliet	MI	49098	(269) 463-4041	100	\$69.27	Detroit Salt	\$6,927.00	rbell@watervliet.org
5-Southwest	195	Berrien	MIDEAL	BERRIEN SPRINGS, VILLAGE OF	540 N. Bluff	Berrien Springs	MI	49103	(269) 208-5007	50	\$69.27	Detroit Salt	\$3,463.50	pws@villageofberriensprings.com
5-Southwest	196	Berrien	MIDEAL	BERRIEN SPRINGS, VILLAGE OF	Andrews University	Berrien Springs	MI	49103	(269) 208-5007	50	\$69.27	Detroit Salt	\$3,463.50	pws@villageofberriensprings.com
5-Southwest	197	Berrien	MIDEAL	BERRIEN COUNTY	6248 W. Main Street	Eau Claire	MI	49111	(269) 925-1196	200	\$69.27	Detroit Salt	\$13,854.00	gtirail@bcroad.org
5-Southwest	198	Berrien	MIDEAL	BERRIEN COUNTY	1940 Bakerstown Road	Buchanan	MI	49107	(269) 925-1196	900	\$69.27	Detroit Salt	\$62,343.00	gtirail@bcroad.org
5-Southwest	199	Berrien	MIDEAL	BERRIEN COUNTY	9200 Hills Road	Baroda	MI	49102	(269) 925-1196	1,200	\$69.27	Detroit Salt	\$83,124.00	gtirail@bcroad.org

MDOT Regional Service Areas and Facilities





MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: October 20, 2025

TO: Mayor Teich and the Owosso City Council

FROM: Ryan E. Suchanek, Director of Public Services & Utilities

SUBJECT: Contract Award for Aiken Rd. Compost Management (2025 – 2028)

RECOMMENDATION:

Award of contract to Great Lakes Resource Recovery, LLC of Durand, Michigan, for the Aiken Rd. Compost Management project, in the amount of \$48,000.00 (\$16,000 per year).

BACKGROUND:

This program runs three (3) years starting the end of this year, and involves:

- Grinding the brush pile
- Mixing the grinds from the brush and the leaves together
- Creating rows of compost mix (combined mixture of leaves and brush grindings)
- Every 4 months rotating the piles of compost mix
- Screening the compost mix annually
- Finished black dirt product from the screening of the compost
 - o The City will require a minimum of 20%.
 - o The rest can be kept by the company if they so wish to have and remove.
- The trash will be piled on the trash pile at Aiken site
 - o The City will be responsible for disposal of the trash

Four bids were received.

FISCAL IMPACTS:

The bid of \$16,000.00 annually (\$48,000.00 total over three years) reflects handling our brush and leaves at the Aiken Rd. Site. Costs for these services shall be paid from the General Fund account 101-528-818.000.

RESOLUTION NO.

**AUTHORIZATION TO ENTER INTO A SERVICE AGREEMENT
WITH GREAT LAKES RESOURCE RECOVERY, LLC FOR
AIKEN ROAD COMPOST MANAGEMENT SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined that services are required to properly maintain the brush, leaves, and compost at the Aiken Road Brush and Leaf Site to maintain an aesthetically pleasing community and to avoid risk of property damage and risk to the general public; and

WHEREAS, the City of Owosso solicited bids to perform compost management services at the Aiken Road Brush site, for the 2025-2026, 2026-2027, and 2027-2028 fiscal years; and

WHEREAS, Great Lakes Resource Recovery, LLC of Durand, Michigan has offered to provide compost management services at the Aiken Road for the low responsive amount of \$16,000.00 per year, for a total of \$48,000.00 over the three (3) year span.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to award Great Lakes Resource Recovery, LLC the Aiken Road Compost Management Services contract for the 2025-2026, 2026-2027, and 2027-2028 fiscal years.
- SECOND: the Mayor and City Clerk are instructed and authorized to sign a contract, substantially in the form provided, for services between the City of Owosso, Michigan and Great Lakes Resource Recovery, LLC in the amount of \$48,000.00 (\$16,000.00 per year).
- THIRD: the Accounts Payable department is authorized to pay Great Lakes Resource Recovery, LLC for work satisfactorily completed up to the amount of \$48,000.00 (\$16,000.00 per year).
- FOURTH: the above expenses shall be paid from account 101-528-818.000.

CONTRACT

THIS AGREEMENT is made on October ____, 2025 between the CITY OF OWOSSO, a Michigan municipal corporation, 301 W. Main Street, Owosso, Michigan 48867 ("city") and GREAT LAKES RESOURCE RECOVERY, LLC ("contractor"), a Michigan company, whose address is 7505 E. M-71, Durand, Michigan 48429.

Based upon the mutual promises below, the contractor and the city agree as follows:

ARTICLE I - Scope of work

The contractor agrees to provide the services listed in the proposal entitled "Aiken Road Compost Management Services", as attached, including all written modifications incorporated into any of the documents, which are incorporated as part of this contract:

- Bid documents
- Bid proposal
- Contract and exhibits
- General conditions
- Standard specifications
- Detailed specifications

ARTICLE II - The Contract Sum

(A) The city shall pay to the contractor for the performance of the contract, in the unit prices as given in the proposal not to exceed forty-eight thousand dollars (\$48,000.00) for the fiscal years ending June 30, 2028. No additional work shall be performed unless a change order is issued by the city.

(B) The amount paid shall be equitably adjusted to cover changes in the work ordered by the city but not required by the contract documents where there is a written change order.

ARTICLE III – Assignment

This contract may not be assigned or subcontracted without the written consent of the city.

ARTICLE IV - Choice of law

This contract shall be construed, governed, and enforced in accordance with the laws of the state of Michigan. By executing this agreement, the contractor and the city agree to a venue in a court of appropriate jurisdiction sitting within Shiawassee County for purposes of any action arising under this contract.

Whenever possible, each provision of the contract will be interpreted in a manner as to be effective and valid under applicable law. The prohibition or invalidity, under applicable law, of any provision will not invalidate the remainder of the contract.

ARTICLE V - Relationship of the parties

The parties of the contract agree that it is not a contract of employment but is a contract to accomplish a specific result. Contractor is an independent contractor performing services for the city. Nothing contained in this contract shall be deemed to constitute any other relationship between the city and the contractor.

Contractor certifies that it has no personal or financial interest in the project other than the compensation it is to receive under the contract. Contractor certifies that it is not, and shall not become, overdue or in default to the city for any contract, debt, or any other obligation to the city including real or personal property taxes. City shall have the right to set off any such debt against compensation awarded for services under this agreement.

ARTICLE VI – Notice

All notices given under this contract shall be in writing, and shall be by personal delivery or by certified mail with return receipt requested to the parties at their respective addresses as specified in the contract documents or other address the contractor may specify in writing.

ARTICLE VII - Indemnification

To the fullest extent permitted by law, for any loss not covered by insurance under this contract; contractor shall indemnify, defend and hold harmless the city, its officers, employees and agents harmless from all suits, claims, judgments and expenses including attorney's fees resulting or alleged to result, in whole or in part, from any act or omission, which is in any way connected or associated with this contract, by the contractor or anyone acting on the contractor's behalf under this contract. Contractor shall not be responsible to indemnify the city for losses or damages caused by or resulting from the city's sole negligence.

ARTICLE VIII - Entire agreement

This contract represents the entire understanding between the city and the contractor and it supersedes all prior representations or agreements whether written or oral. Neither party has relied on any prior representations in entering into this contract. This contract may be altered, amended or modified only by written amendment signed by the city and the contractor.

FOR CONTRACTOR

By_____

Its:_____

Date:_____

THE CITY OF OWOSSO

By_____

Its: Robert J. Teich, Jr., Mayor

Date:_____

By_____

Its: Amy K. Kohagen, City Clerk

Date:_____

CITY OF OWOSSO BID TABULATION SHEET

DATE 9/23/2025

DEPT. DPW

PAGE 1

SUBJECT: 2025-2028 Aiken Rd Compost Mgmt Bid

Bidder submitted Proposal different than bid request

				Great Lakes Resource Recovery 7505 E M71 Durand, MI 48429 989-288-2656		Mid Michigan Turf 2504 W M-21 Owosso, MI 48867 989-723-7870		Pennington Farm Drainage LLC 18885 W Sharon Rd Oakley, MI 48649 989-413-7196	
Bidder submitted Proposal different than bid request									
ITEM #	DESCRIPTION	QTY	UNIT	UNIT PRICE	Annual TOTAL	UNIT PRICE	Annual TOTAL	UNIT PRICE	Annual TOTAL
1	Grinding if needed determined year by year	1600	Cubic Yds	\$ 10.00	\$ 16,000.00	10.00	\$ 16,000.00	\$ 46.88	\$ 75,000.00
2	Mixing in any Grindings, Wood chips, or Ash from brush and leaves together	All costs absorbed by composter							
3	Turning and flipping compost materials every 4 months. Or as agreed upon	All costs absorbed by composter							
4	Screening and removal of compost material	All costs absorbed by composter							
TOTAL BID				\$	16,000.00	\$	16,000.00	\$	75,000.00

DEPT. HEAD:

PURCH. AGENT:

STAFF REC.:

GENERAL LIABILITY INSURANCE
EXPIRATION DATE:

WORKERS COMPENSATION INSURANCE
EXPIRATION DATE:

SOLE PROPRIETORSHIP
EXPIRATION DATE:

AWARDED:

COUNCIL APPROVED:

PO NUMBER:

CITY OF OWOSSO BID TABULATION SHEET

PAGE 2
SUBJECT: 2025-2028 Aiken Rd Compost Mgmt Bid

DATE 9/23/2025
DEPT. DPW

				Smith Sand & Gravel 4085 Tyrell Rd Owosso, MI 48867 517-625-3228	
ITEM #	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
1	Proposal - Load & Haul brush & leaves from Aiken Rd to SA Smith Paving	16,000	Cubic Yd	\$ 10.00	
	Approx				
2					
3					
4					
TOTAL BID				\$	-



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: October 20, 2025

TO: Mayor Teich and the Owosso City Council

FROM: Ryan E. Suchanek, Director of Public Services & Utilities

SUBJECT: WTP – Valve Replacement Project Bid

RECOMMENDATION:

Award of the Valve Replacement Project Bid to John E. Green Company of Saginaw, MI, for the Water Treatment Plant (WTP) in the amount of \$59,000.00.

BACKGROUND:

On October 7, 2025, the City received bids for the Valve Replacement Project at the Water Treatment Plant (WTP). The 20-inch valves included in this project are critical to maintaining proper system flow and effective operational control at the facility.

The project scope includes switching out valves #11 and #13 through #18. Two valves will be replaced with new 20-inch butterfly valves with chain wheel operators, and the existing valves rehabbed. The other 5 valves will be replaced, two at a time, with rehabbed units. Valves #11 and #13 through #18 are scheduled for replacement. New gaskets will be installed for all seven (7) valves. Between each set of replacements, WTP staff will chemically clean and refurbish the removed valves, restoring them to working condition in preparation for their reinstallation in subsequent phases of the project.

As the regional water utility provider for the City of Owosso, City of Corunna, Owosso Charter Township, and Caledonia Charter Township, it is essential that the WTP maintain reliable, safe, and consistent potable water service to all customers.

A total of five (5) contractor bids were received. Staff reached out to setup follow-up interviews with the lowest two (2) bidders (CSM Mechanical and John E. Green Company); as project timing, material lead times, and coordination are critical to success. Shortly thereafter, CSM Mechanical requested to rescind their bid.

John E. Green Company was able to secure an alternate supplier offering valve lead times of 1–2 weeks, compared to the industry average of approximately 20 weeks, which would have extended the project beyond the available seasonal low-flow window. Additionally, John E. Green currently maintains an active presence at the City's Wastewater Treatment Plant (WWTP), allowing for flexible and timely allocation of service crews to the WTP Valve Replacement Project.

The City has enjoyed a longstanding and positive working relationship with John E. Green Company, which has successfully served as a subcontractor on numerous WWTP projects over the years. Their work has consistently demonstrated high quality, professionalism, and strong problem solving support.

Based on these factors, John E. Green Company has been identified as the lowest responsible bidder for this project.

FISCAL IMPACTS:

The project will be funded by the Account No. 591-901-972.200, in the amount of \$59,000.00.

Attachments:

- (1) Resolution.
- (2) Bid Tabulation
- (3) Example Pictures

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF A PURCHASE
ORDER WITH JOHN E. GREEN COMPANY FOR
WTP – VALVE REPLACEMENT PROJECT BID**

WHEREAS, the City is the regional water utility provider for the City of Owosso, City of Corunna, Owosso Charter Township, and Caledonia Charter Township; and

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined that it is in the best interest of the public to provide reliable, safe, and consistent potable water service to all its customers; and

WHEREAS, maintenance of all components at the Water Treatment Plant is required to continue to provide this essential service; and

WHEREAS, seven valves that are critical to maintain proper system flow and effective operational control at the Water Treatment Plant are scheduled for replacement and/or maintenance; and

WHEREAS, the City has sufficient funds to purchase said valves and services; and

WHEREAS, the City of Owosso sought bids for the WTP – Valve Replacement Project Bid, and a bid was received from John E. Green Company, and it is hereby determined John E. Green Company is qualified to provide said valves and services, and that it has submitted the lowest responsible and responsive bid.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to execute a purchase order with John E. Green Company for the WTP – Valve Replacement Project.

SECOND: the contract between the City of Owosso, Michigan and John E. Green Company shall be in the form of a City Purchase Order in an amount not to exceed \$59,000.00.

THIRD: the accounts payable department is authorized to pay John E. Green Company for materials and services supplied up to the purchase order amount of \$59,000.00.

FOURTH: the above expenses shall be paid from the account no. 591-901-972.200.

CITY OF OWOSSO BID TABULATION SHEET

DATE 10/7/2025DEPT. FiltrationSUBJECT: WFP 20" Valve Replacement Project Bid

		CSM Mechanical, LLC 1235 Holden Ave Milford, MI 48381 248-302-2078	John E. Green Company 778 Bridgeview South Saginaw, MI 48604 989-798-4929	Platinum Mechanical Inc. 5051 Exchange Dr Flint, MI 48507 810-931-7399
ITEM #	DESCRIPTION	TOTAL	TOTAL	TOTAL
1	Purchase of two 20" valves	\$ 16,530.00	\$ 23,444.00	\$ 24,410.64
2	Removal and installation of six valves	\$ 23,225.00	\$ 35,556.00	\$ 59,588.36
TOTAL BID:		\$ 39,755.00	\$ 59,000.00	\$ 83,999.00

		Northern Pump & Well Co. 6837 West Grand River Ave Lansing, MI 48906 517-322-0219	Artisan Contracting 1217 Enterprise Drive Highland, MI 48357 248-672-0983
ITEM #	DESCRIPTION	TOTAL	TOTAL
1	Purchase of two 20" valves	\$ 19,200.00	\$ 24,500.00
2	Removal and installation of six valves	\$ 90,800.00	\$ 143,500.00
TOTAL BID:		\$ 110,000.00	\$ 168,000.00

DEPT.
HEAD:GENERAL LIABILITY INSURANCE
EXPIRATION DATE:2/1/2026

AWARDED: _____

PURCH.
AGENT:WORKERS COMPENSATION INSURANCE
EXPIRATION DATE:2/1/2026COUNCIL
APPROVED: _____STAFF
REC.:SOLE PROPRIETORSHIP
EXPIRATION DATE:NA

PO NUMBER: _____

John E Green591.901.972.200





Warrant 660
October 3 2025

Date	Vendor	Description	Fund	Amount
10-3-2025	Owosso Charter Township	25% charge back per 2011 Water Agreement July - September	WATER	\$24,143.98
10-3-2025	Caledonia Charter Township	25% charge back per 2006 Water Agreement July – September	WATER	\$75,598.81
			TOTAL	\$99,742.79

STATEMENT REGARDING BUSINESS DEALINGS WITH THE CITY

Per Owosso City Charter Section 14.4 and Michigan Public Act 317 of 1968, as amended

I, Carl Ludington, being an officer of the City of Owosso, do hereby declare a pecuniary interest in the foregoing proposed contract(s) with the City of Owosso as described as:

For the Period of: September 1 – 30, 2025

Vendor: Ludington Electric, Inc

Total Amount: 120.00

Detailed information for the listed amount is attached to this statement.

I am making this declaration because I am the owner/operator of Ludington Electric, Inc.

I confirm that I will not vote on the matter(s) in question, I will not take part in discussion on any question in respect to the matter(s), and I will not attempt in any way whether before, during or after the meeting to influence the voting on any such question at a public meeting of the Owosso City Council.

Said items will be considered for approval at the ____October 20, 2025__ meeting of the Owosso City Council.

Carl Ludington
Signature

Date

Declared: October 6, 2025

09/26/2025

CUSTOM PURCHASE ORDER REPORT

PO NUMBER	PURCHASE ORDER TYPE	REQUESTED BY	DEPARTMENT	VENDOR NAME	DESCRIPTION	AMOUNT	AMOUNT RELIEVED	EMAINING BALANCE

PO STATUS: OPEN								
PO TYPE: QUICK PO								
000047255	QUICK PO	tswheeler	862	LUDINGTON ELECTRIC, INC.	NEW WIRING FOR BALLFIELD LIGHT POLE	120.00	0.00	120.00
TOTAL PO TYPE: QUICK PO						120.00	0.00	120.00

TOTAL PO STATUS: OPEN						120.00	0.00	120.00

						120.00	0.00	120.00



301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ (989) 725-0599 ▪ FAX (989) 723-8854

MEMORANDUM

DATE: October 20, 2025

TO: Owosso City Council

FROM: Lizzie Fredrick, OMS & DDA Executive Director

SUBJECT: Glow Owosso Fireworks Permit Approval

BACKGROUND:

In 2024, Owosso Main Street & Downtown Development Authority added fireworks to the Glow Owosso event activities. To host a fireworks display, OMS & DDA needs City Council's approval of the permit subject to the requirements of Public Act 256 of 2011.

Master Plan Implementation Goals: 4.2, 4.6, 4.16, 5.9, 5.12

FISCAL IMPACT:

The firework display is estimated to cost \$3,000 which will be funded by General Ledger Number 248.705.818.750.

MOTION TO CONSIDER:

To approve the permit for Wolverine Fireworks Display, Inc. for the November 28, 2025 Glow Owosso event.

ATTACHMENTS:

Glow Owosso Fireworks Display Permit

RESOLUTION NO.

**AUTHORIZING A PUBLIC FIREWORKS DISPLAY PERMIT
FOR WOLVERINE FIREWORKS DISPLAY, INC**

WHEREAS, Owosso Main Street & Downtown Development Authority holds the annual Glow Owosso celebration; and

WHEREAS, as the legislative body of the City of Owosso, the City Council is required by Public Act 256 of 2011 to approve any public fireworks displays within its jurisdiction; and

WHEREAS, an application has been made by the OMS & DDA and operator Wolverine Fireworks Display, Inc. requesting a permit for a public fireworks display to be held during the November 28, 2025 Glow Owosso event; and said application has been reviewed by staff; and

WHEREAS, this is within budget from 248-705-818.750.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: it has theretofore determined that it is advisable, necessary and in the public interest to approve a public display fireworks permit for the annual Glow Owosso event, with Wolverine Fireworks Display, Inc. serving as operator.

SECOND: the Accounts Payable department is authorized to pay the operator in the amount of \$3,000.00 upon the successful conduct of the display.

THIRD: the above expense shall be paid from Account No. 248-705-818.750.



Contract Agreement

This Contract will engage the services of Wolverine Fireworks Display Inc. as vendor and display operator. This agreement, between **Owosso Main Street DDA**, herein after called "Sponsor" and Wolverine Fireworks Display Inc., 205 W Seidlers Rd., Kawkawlin, MI., Hereinafter called "Professional", is as follows.

The Sponsor and Professional, for mutual consideration hereinafter set forth, agree as follows:

- A: Professional agrees to provide Sponsor with correct amount, size and description of Fireworks as specified in proposal submitted to Sponsor **10/2/25**.
- B: Professional will provide Sponsor with Labor for the **November 28, 2025** Fireworks Display at **202 S. Water St., Owosso, MI 48867**
- C: Rain Date **N/A**.
- D: Professional agrees to provide Sponsor with Liability Insurance in the amount of **\$10,000,000.00**. All individuals/entities listed on the certificate of insurance will be deemed an additional insured per this contract.
- E: Sponsor agrees that in case of inclement weather or any other circumstances not caused solely by Professional, Sponsor will be charged maximum fixed costs in the amount of **\$750.00** per day and not for the unused Fireworks Package if display is cancelled *after* 5:00 p.m. the day before the display whether display is or is not rescheduled. If display is cancelled *prior* to 5:00 p.m. the day before the display and *is* rescheduled, Sponsor will be charged a minimum administration fee of **\$100.00**.
- F: Sponsor agrees to pay Professional a deposit of **\$750.00 upon signing of contract, no later than 20 days prior to display date**. If display is cancelled and not rescheduled by sponsor after deposit is paid but prior to 30 days before the display, Sponsor will forfeit 25% of deposit. If less than 30 days prior to display, Sponsor will forfeit 100% of deposit.
- G: Sponsor agrees to pay balance of **\$2,250.00 (including applicable sales tax)** within **10** days after show date of **Nov. 28, 2025**.
- H: Sponsor agrees to indemnify, hold harmless, and defend Professional from and against any and all suits, claims, damages, liabilities, losses, expenses, and costs, including attorney fees (collectively "loss"), except to the extent such loss was caused by Professional's sole negligence.
- I: Sponsor agrees to procure and furnish a suitable place to display the fireworks in accordance with the NFPA 1123, and to secure all police, fire, and local and state permits, to arrange for any security bonds as required by law and to furnish all necessary and proper police and fire protection for the protection of Sponsor, the public, individuals who work in or around the display, for proper crowd control, vehicle parking and proper supervision. Sponsor further agrees to provide all necessary and proper discharge site security.
- J: If Professional, in its sole determination, is unable to supply the size and type of fireworks proposed due to supply chain issues, Professional will substitute with fireworks of equal monetary value, in its sole discretion, if possible. If no such supply is available, Professional will refund Sponsor any deposit paid and this agreement will be cancelled without penalty to Professional or Sponsor.

Sponsor

Rachel Lambert

Professional



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/2/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Partners Group Ltd 1111 Lake Washington Blvd N. Suite 400 Renton WA 98056	CONTACT NAME: Janet Nau PHONE (A/C, No, Ext): 425-455-5640 E-MAIL ADDRESS: jnau@tpgrp.com	FAX (A/C, No): 425-455-6727
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Everest Indemnity Insurance Co		10851
INSURER B : Everest Denali Insurance Company		16044
INSURER C : Arch Specialty Insurance Company		21199
INSURER D :		
INSURER E :		
INSURER F :		

COVERAGES

CERTIFICATE NUMBER: 1897374549

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC	Y		GC10010148251	2/1/2025	2/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS			GCD0010062251	2/1/2025	2/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	☒ UMBRELLA LIAB ☐ EXCESS LIAB DED ☐ RETENTION \$			UXP104806303	2/1/2025	2/1/2026	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐	N / A				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Excess Liability - Occurrence			GC10010148251	2/1/2025	2/1/2026	Each Occurrence \$5,000,000 Aggregate \$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The following are included as Additional Insured on General Liability as their interest may appear as respects operations performed by or on behalf of the Named Insured per form ECG 20592 0509 attached:
City of Owosso and Owosso Main Street DDA
Date of Event: November 28, 2025.
Location of Event: Parking lot behind Fire Station. 202 S. Water St., Owosso, MI 48867

CERTIFICATE HOLDER**CANCELLATION**

Owosso Main Street DDA
301 W. Main St.
Owosso MI 48867

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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2025 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, nationality, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
------------------------	--

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes) ☐ Agricultural or Wildlife Fireworks ☐ Articles Pyrotechnic ☒ Display Fireworks ☐ Public Display ☐ Private Display ☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY. PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)	
NAME OF PERSON PERMIT ISSUED TO Wolverine Fireworks Display, Inc.		AGE (18 YEARS OR OLDER) ☒ YES ☐ NO	
ADDRESS OF PERSON PERMIT ISSUED TO 205 W. Seidlers Rd., Kawkawlin, MI 48631			
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION Owosso Main St.			
ADDRESS 301 W. Main St., Owosso, MI 48867			
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary) See Proposal			
EXACT LOCATION OF DISPLAY OR USE 202 S. Water St., Owosso, MI 48867, Behind Fire station			
CITY, VILLAGE, TOWNSHIP Owosso		DATE 11/28/25	TIME After Dusk
BOND OR INSURANCE FILED ☒ YES ☐ NO			AMOUNT \$10,000,000.00

Issued by action of the Legislative Body of a ☐ City ☐ Village ☐ Township of _____ on the _____ day of _____ _____ (Signature and Title of Legislative Body Representative)	
---	--

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT

Sales Order

Wolverine Fireworks Display Inc
205 West Seidlers Road
(989) 662-0121

Order Number: 0028020
Order Date: 10/2/2025

Salesperson: 0001
Customer Number: 01-0001521

Sold To:

Owosso Main Street/DDA
301 W. Main St.
Owosso, MI 48867
Confirm To:
Lizzie Fredrick

Ship To:

Shoot Site
210 S Water St
Owosso, MI 48867

Customer P.O.		Ship VIA	F.O.B.	Terms		
11/28/25		W.F.D.	Kawkawlin, MI	Net 10 Days After Show		
Item Code	Unit	Ordered	Shipped	Back Order	Price	Amount
/SHOW		Fireworks Display				
MJG-J-TEK12QP			Match Electric 12ft w/quick pl			3,000.00
Whse: MI1	BX25	1.00	0.00	0.00	0.00	0.00
LSF-MC11003-4			25 Shot Red Dahlia to Sil Coco			
Whse: MI1	EACH	2.00	0.00	0.00	0.00	0.00
LSF-MC11051-2			50 Shot Brocade Crown w/Crackl			
Whse: MI1	EACH	2.00	0.00	0.00	0.00	0.00
LSF-MC11001-2			50 Shot Golden Coconut Tree			
Whse: MI1	EACH	2.00	0.00	0.00	0.00	0.00
LSF-MC11074-4			25 Shot Alternating Purp & Grn			
Whse: MI1	EACH	2.00	0.00	0.00	0.00	0.00
HUS-FK300BN			300 Shot Colorful World			
Whse: MI1	CASE	1.00	0.00	0.00	0.00	0.00
HEK-HK11025			25 Shot Thunder King			
Whse: MI1	EACH	2.00	0.00	0.00	0.00	0.00
LID-LDC528			25 Shot Red Peony w/Silver Tai			
Whse: MI1	EACH	1.00	0.00	0.00	0.00	0.00
WCC-RA22004			Strobing Willow 25 Shots 200G			
Whse: MI1	EACH	2.00	0.00	0.00	0.00	0.00
WCC-PAN-BS8032			Agent of Boom 37 Shot 500G			
Whse: MI1	EACH	2.00	0.00	0.00	0.00	0.00
HUS-FK49			49 Shot Poison Spider			
Whse: MI1	EACH	2.00	0.00	0.00	0.00	0.00
LID-LDC108-150			150 Shot Happy Stars			
Whse: MI1	CASE	1.00	0.00	0.00	0.00	0.00
GAL-PD-GFC0913-2			13 Shot Silver Tail + Red Stro			
Whse: MI1	EACH	2.00	0.00	0.00	0.00	0.00
WCC-RA143013			Cake-42s Grass Green Mine			
Whse: MI1	EACH	1.00	0.00	0.00	0.00	0.00
WCC-HEK-PM2302B			Cake-288s Show Box-D 1/4			
Whse: MI1	CASE	1.00	0.00	0.00	0.00	0.00

Continued

Sales Order

Wolverine Fireworks Display Inc
205 West Seidlers Road
(989) 662-0121

Order Number: 0028020
Order Date: 10/2/2025

Salesperson: 0001
Customer Number: 01-0001521

Sold To:
Owosso Main Street/DDA
301 W. Main St.
Owosso, MI 48867
Confirm To:
Lizzie Fredrick

Ship To:
Shoot Site
210 S Water St
Owosso, MI 48867

Customer P.O.		Ship VIA	F.O.B.	Terms		
11/28/25		W.F.D.	Kawkawlin, MI	Net 10 Days After Show		
Item Code	Unit	Ordered	Shipped	Back Order	Price	Amount
GAL-GC319Z			100s Red Strobe Tail			
Whse: MI1	CASE	1.00	0.00	0.00	0.00	0.00
HUS-FK100CC			100s Color Crossette 1/1			
Whse: MI1	CASE	1.00	0.00	0.00	0.00	0.00

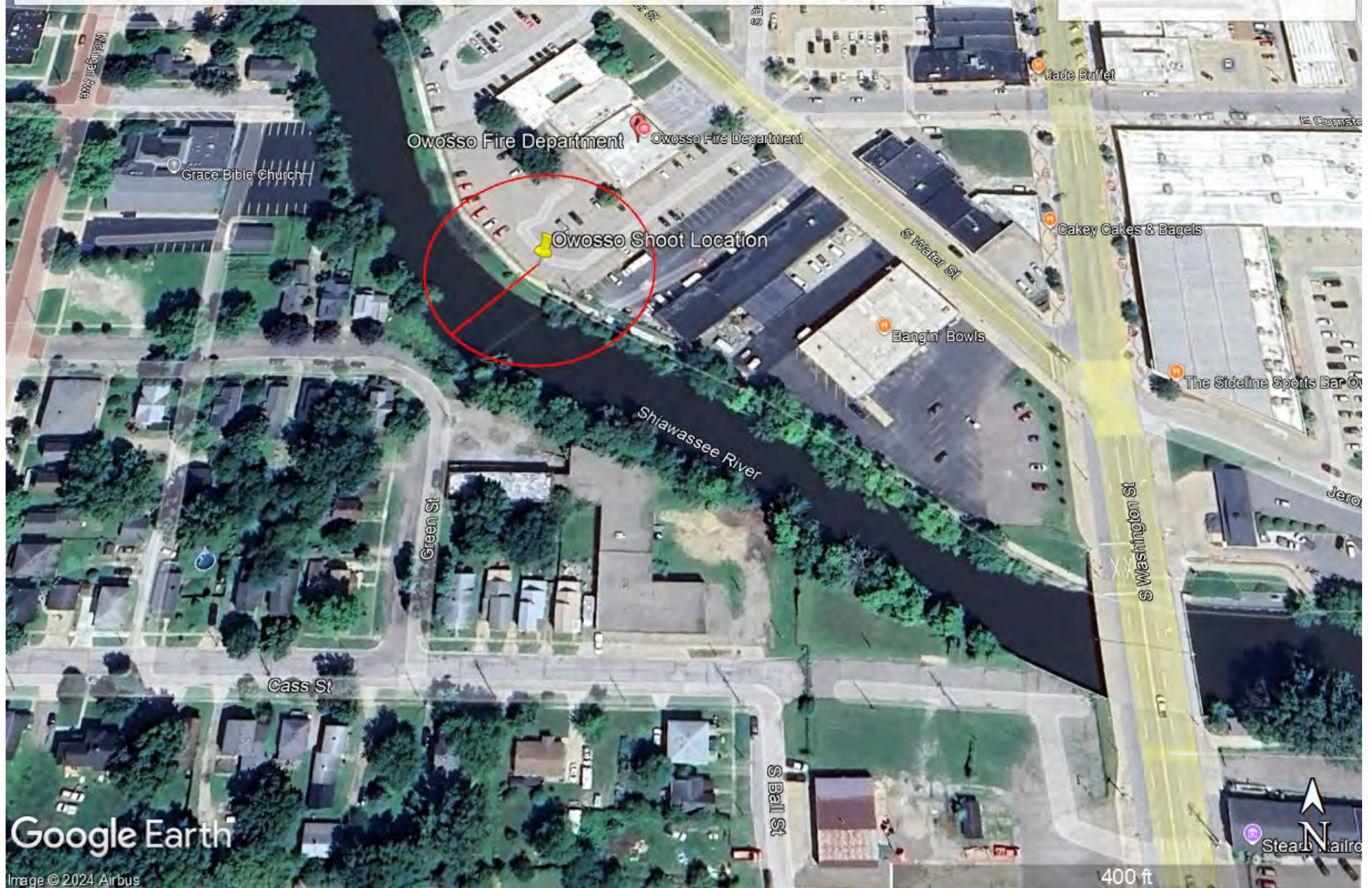
Net Order:	3,000.00
Less Discount:	0.00
Freight:	0.00
Sales Tax:	0.00
Order Total:	3,000.00

Owosso Shoot Location

120 Feet- Fallout Area Meets NFPA guidelines requiring minimum safety radius of 70ft per (inch Shell size)
Cakes used in display are all under 2". No spectators or occupied buildings are allowed within this circle.

Legend

-  Owosso Fire Department
-  Owosso Fire Department
-  Owosso Shoot Location





MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: October 14, 2025

TO: City Council

FROM: City Manager

SUBJECT: 21 Day Posting – Offer to Purchase 1000 Bradley St Property

BACKGROUND:

The city received an offer of \$10,000 from NB Concepts, LLC to purchase a 3.12 acres of city owned property - parcel # 050-660-008-001-00(map attached). This parcel is zoned light industrial (I-1). The assessor's estimated true cash value is \$98,280. However, the parcel has identified contamination and has a pre-development brownfield site assessment conducted by EGLE confirming this contamination. The city and the SEDP have met with the developers interested in the parcel and have secured a commitment from EGLE to fund further studies necessary to make the property viable for residential development.

This offer does include contingents for rezoning – meaning that the purchase would only happen if the planning commission and city council agreed to a planned rezoning application from the prospective buyer. Another contingent is that EGLE approves a grant for further site assessment and -in the buyer's judgement, that the projected remediation cost is acceptable. This period to satisfy contingents shall be 180 calendar days according to the draft purchase agreement.

During the 21 day posting period, the city attorney shall review this agreement. I would have done it earlier but it came through last minute. I do not believe there is any harm in starting the 21-day posting period now, however.

Recommendation

Authorize the posting of this offer for 21 days according to Section 14.3(B)(2) of the city charter governing the sale of real property.

RESOLUTION NO.

**RESOLUTION AUTHORIZING THE 21-DAY POSTING PERIOD FOR THE PROPOSED
SALE OF CITY-OWNED PROPERTY AT 1000 BRADLEY STREET**

WHEREAS, the City of Owosso owns approximately 3.12 acres of property located at 1000 Bradley Street, parcel number 050-660-008-001-00; and

WHEREAS, the City has received an offer from NB Concepts, LLC in the amount of \$10,000 to purchase the property; and

WHEREAS, the property is zoned I-1, Light Industrial, and has been identified as a brownfield site with known contamination confirmed by an EGLE site assessment; and

WHEREAS, the proposed sale includes contingencies for rezoning approval and for the buyer's acceptance of projected remediation costs based on further studies to be funded by EGLE; and

WHEREAS, Section 14.3(B)(2) of the City Charter requires a 21-day posting period prior to the sale of any real property owned by the City.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: the City Council hereby authorizes the posting of the offer to purchase the property at 1000 Bradley Street for a period of 21 days in accordance with Section 14.3(B)(2) of the City Charter.
- SECOND: the City Attorney shall review the proposed purchase agreement during the posting period, and the agreement shall return to Council for final consideration following completion of the 21-day posting requirement.

REAL ESTATE PURCHASE AGREEMENT

This Real Estate Purchase Agreement (the “Agreement”) is made as of the 8th day of October, 2025, by and between:

SELLER: The City of Owosso, Michigan (“Seller”)

BUYER: NB Concepts, LLC, a Michigan limited liability company (“Buyer”)

PROPERTY: The real property commonly known as 1000 Bradley, Owosso, Michigan, together with all improvements, rights, easements, and appurtenances (the “Property”).

Legal description to be attached as Exhibit A.

1. Purchase Price; Deposit

1.1 Purchase Price. The purchase price for the Property is Ten Thousand Dollars (\$10,000) (the “Purchase Price”), payable in lawful funds at Closing as set forth below.

1.2 Earnest Money Deposit. Within three (3) business days after mutual execution of this Agreement, Buyer shall deposit One Thousand Dollars (\$1,000) (the “Deposit”) into escrow. The Deposit shall be refundable to Buyer if Buyer timely terminates this Agreement under the contingencies in Section 6. If the transaction closes, the Deposit shall be credited to the Purchase Price.

2. Title; Survey; Closing

2.1 Title Commitment. Within ten (10) business days after the Effective Date, Seller shall deliver to Buyer a copy of the current title commitment and all recorded instruments in Seller’s possession affecting the Property. Buyer shall have a period of thirty (30) calendar days from receipt (the “Title Review Period”) to review title matters.

2.2 Title Objections. Buyer may object in writing to title exceptions. Seller shall have fourteen (14) days to remedy objections. If Seller cannot or will not cure an objection, Buyer may (a) accept title subject to the exception(s), (b) require Seller to obtain an acceptable cure, or (c) terminate this Agreement and receive return of the Deposit.

2.3 Closing. The closing (the “Closing”) shall occur within thirty (30) calendar days after all contingencies have been satisfied or waived (the “Closing Date”), at the Escrow Agent or another mutually agreed location. At Closing Seller shall deliver a deed (form of deed to be determined below), any required affidavits, executed instruments necessary to convey title, and possession shall transfer to Buyer.

2.4 Conveyance. Seller shall convey the Property by [Quitclaim Deed / Deed reasonably acceptable to Buyer] conveying fee simple title, subject only to (a) matters approved by Buyer, (b) any governmental regulations and zoning in effect, (c) easements and restrictions of record acceptable to Buyer, and (d) matters created by Buyer after Closing.

3. Environmental Condition; Acknowledgement

3.1 Acknowledgement. Buyer acknowledges that it is aware that the Property is a contaminated site and requires remediation and that rezoning will be necessary for Buyer's intended use.

3.2 EGLE / Brownfield Background. Buyer's obligation to purchase is contingent on obtaining the approvals/commitments described in Section 6. EGLE (Michigan Department of Environment, Great Lakes, and Energy) administers brownfield/site assessment and cleanup grants and related approvals that can materially affect cleanup cost and redevelopment plans.

4. Seller Access and Cooperation; Records

4.1 Access for Investigations. Upon reasonable notice and during normal business hours, Seller shall allow Buyer and Buyer's contractors, consultants, and regulatory representatives access to the Property for environmental site assessment, testing, survey,s and zoning-related activities during the Contingency Period. Buyer shall restore any disturbed areas to substantially the same condition as before entry (unless otherwise agreed). Seller agrees to use reasonable efforts to coordinate access and not unreasonably withhold consent.

4.2 Environmental and Municipal Records. Seller shall provide, to the extent it legally can, copies of all environmental reports, monitoring data, permits, notices of violation, past remedial work, and records relating to the Property, and any municipal planning or zoning documents reasonably requested by Buyer.

5. Representations and Warranties

5.1 Seller Representations. To Seller's knowledge, Seller has the authority to enter into this Agreement and transfer the Property. Except as disclosed in writing to Buyer prior to the Effective Date, Seller has not received any written notice of any pending enforcement action, administrative order, or claim from any governmental authority relating to environmental contamination of the Property other than those disclosed to Buyer.

5.2 Buyer Representations. Buyer is a duly organized entity with full power and authority to enter into this Agreement.

6. Contingencies (Conditions Precedent)

THIS AGREEMENT IS EXPRESSLY CONTINGENT UPON EACH OF THE FOLLOWING CONDITIONS BEING SATISFIED OR WAIVED IN WRITING BY BUYER ON OR BEFORE THE END OF THE CONTINGENCY PERIOD.

6.1 Contingency Period. The “Contingency Period” shall be one hundred eighty (180) calendar days following the Effective Date (the “Contingency Deadline”), unless extended in writing by Buyer.

6.2 Contingency #1 — EGLE Approval & Grant/Assessment Commitment. Buyer’s obligation to close is contingent upon Buyer obtaining, in Buyer’s sole and absolute discretion, written confirmation from EGLE that either: (a) the Property is eligible for environmental site assessment and/or cleanup funding or incentives that, in Buyer’s reasonable judgment, make remediation feasible; or (b) EGLE has approved or is willing to enter into a remediation framework or work plan that substantially reduces Buyer’s projected remediation cost to an amount acceptable to Buyer. Seller agrees to cooperate in good faith with Buyer’s applications and to execute documents reasonably necessary to secure EGLE approvals or grants.

6.3 Contingency #2 — Rezoning Approval. Buyer’s obligation to close is contingent upon Buyer obtaining all necessary rezoning and land-use approvals from the City of Owosso, Michigan, in form and substance satisfactory to Buyer.

6.4 Failure to Satisfy Contingencies. If, on or before the Contingency Deadline, either contingency has not been satisfied and Buyer has not waived the unsatisfied contingency(s) in writing, Buyer may (a) terminate this Agreement by written notice and receive a return of the Deposit; or (b) waive the unsatisfied contingency and proceed to Closing.

7. Environmental Matters & Indemnity

7.1 “AS-IS” / Seller Disclosure. Given the Property’s known contamination, the Property is being sold with the understanding of its condition; however, Seller represents only those matters expressly stated in Section 5.

7.2 Pre-Closing Indemnity. To the fullest extent permitted by law, Seller shall indemnify, defend and hold Buyer harmless from and against any and all claims, liabilities, costs, damages, fines, penalties, cleanup costs, environmental response costs, and expenses arising out of contamination or releases prior to the Closing Date.

7.3 Post-Closing Contamination. Buyer shall be responsible for remediation and compliance obligations arising after Closing, except to the extent such obligations are caused by acts or omissions of Seller prior to Closing.

8. Closing Costs; Prorations

Unless otherwise agreed: Buyer shall pay for title insurance, recording fees, and its own attorneys' fees. Seller shall pay for preparation and recordation of the deed and any municipal liens. Taxes shall be prorated as of Closing.

9. Default; Remedies

If Seller defaults, Buyer may pursue specific performance or terminate and receive return of the Deposit. If Buyer defaults after waiving contingencies, Seller may retain the Deposit as liquidated damages.

10. Confidentiality; Public Statements

Seller and Buyer agree to coordinate public communications regarding the sale, and neither party shall issue any press release concerning the terms without prior review by the other, except as required by law.

11. Notices

All notices under this Agreement shall be in writing and delivered by email with confirmation and by certified mail or delivered in person to the addresses designated by each Party.

12. Miscellaneous

This Agreement is governed by the laws of Michigan. Entire agreement, amendments only in writing, and counterparts/electronic signatures permitted.

Exhibit A — Legal Description

(To be attached; insert the full legal description of 1000 Bradley and PID number here.)

Signatures

SELLER: The City of Owosso, Michigan

By: _____

Name: _____

Title: _____

Date: _____

BUYER: NB Concepts, LLC

By: _____

Name: _____

Title: _____

Date: _____

This is a detailed plat map of a portion of the City of Detroit, Michigan. The map shows several streets: Curwood Dr. at the top, Beehler St. running horizontally across the middle, N. Chipman St. running vertically on the left, N. Lyon St. running vertically in the center-right, Bradley St. running horizontally below Beehler St., and W. Main St. at the bottom. A large orange-outlined area is shown, with a diagonal line and a dashed line indicating a proposed subdivision. The map includes numerous lot numbers, such as 435, 434, 410, 431, 429, 427, 425, 411, 1120, 1112, 1106, 1102, 1022, 1018, 1014, 1008, 1000, 920, 910, 906, 902, 921, 919, 911, 313, 307, 223, 221, 219, 215, 206, 920, 210-222, 209, 207, 201, 216, 214, 208, 218, 210, 314, 401 N LANSING, 413, 405, 1126, 1200, 1120, 1110, 1108, 1106, 1010, 1008, 923, 123, 118, 104, 102, 820, 816, 81, 1221, 1217, 1203, 1119, 1107, 1015, 1009, 1005, 919, 907, 901, 823, 815, 81. A scale bar at the bottom left shows distances in feet (0, 100, 200). The map is labeled with 'CITY OF DETROIT' and 'PLAT'.



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867

DATE: October 15, 2025
TO: Mayor Teich and the Owosso City Council
FROM: Tanya Buckelew, Planning & Building Director
SUBJECT: Annual Liquor License Inspections

The Liquor Licenses and Permits - Rules and Regulations approved by the City Council in 1998 provides, in part, as follows: RENEWAL OF LICENSE AND PERMITS. The City Manager shall implement the provisions of this paragraph in such a manner as to provide for investigating each licensed establishment once every three years. A written report of the results of the investigation shall be forwarded to the City Council. Following its review of the report, the City Council shall determine whether there is sufficient cause to request that the Liquor Control Commission not renew the license. If so, the City Council shall schedule and conduct a public hearing pursuant to paragraph 7. When the inspection process was initiated, it was anticipated that approximately one-third of the licensed establishments would be inspected each year.

The Community Officer and Building Official recently inspected the following licensed establishments:

Type of License	License #	Name of Establishment	Address of Establishment
SDM	265706	Dollar General	216 S Shiawassee St
TRAIN	241992	Steam Railroad Institute	405 S Washington St
SDM	489757	Lucky's Stop N Go	620 E Oliver St
SDM	141894	Crossroad's Market	800 S Chipman St

All listed establishments passed the basic requirements of the rules and regulations. Full text of the compiled report is available in the Building Department.

Therefore, the city council should find no reason to file any objections with the Michigan Liquor Control Commission with respect to license renewals.

From:	Building Department
To:	Owosso City Council
Report Month:	SEPTEMBER 2025

Category	Estimated Cost	Permit Fee	Number of Permits
ACCESSORY STRUCTURES	\$0	\$300	4
COMMERCIAL EXTERIOR WALLS	\$0	\$0	1
COMMERCIAL NEW CONSTRUCTION	\$2,694,000	\$2,380	2
DECK	\$10,500	\$475	3
Electrical	\$0	\$3,880	20
FENCE PERMIT	\$0	\$340	4
FOUNDATION - RESIDENTIAL	\$10,000	\$265	1
Mechanical	\$0	\$5,815	28
NEW BUSINESS	\$0	\$75	2
NON-RES. ADD/ALTER/REPAIR	\$4,000,000	\$6,332	1
Plumbing	\$0	\$3,000	26
RES. ADD/ALTER/REPAIR	\$24,000	\$455	2
ROOF	\$204,068	\$2,395	12
ROW-ENG	\$0	\$100	2
ROW-UTILITY	\$0	\$50	1
SIDING	\$6,500	\$90	1
SOLAR PANELS	\$22,141	\$390	2
WINDOWS	\$34,534	\$270	3
Totals	\$7,005,743	\$26,612	115

2024 COMPARISON TOTALS

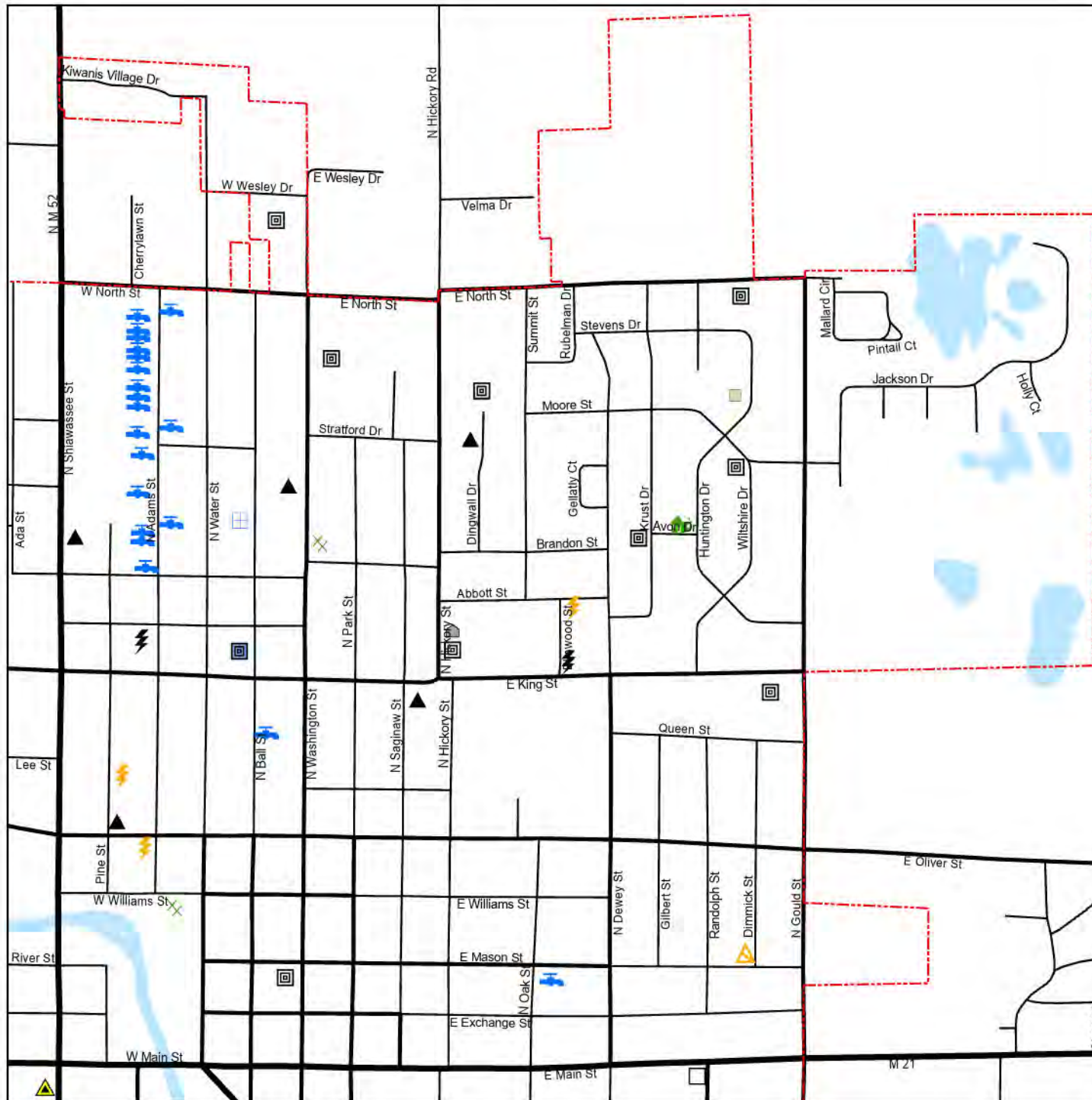
SEPTEMBER 2024

\$922,706
\$19,024
93

City of Owosso

Permit Activity
September 2025

NE Quadrant



Category

- Accessory Structures
- Deck
- Electrical
- Electrical & Mechanical
- Fence
- Mechanical
- Mechanical & Plumbing
- Plumbing
- Res. Add/Alter/Repair
- Roof
- ROW - Eng
- Siding
- Solar Panels
- Windows

Other Features

- City Limit
- Railroads
- River & Lakes

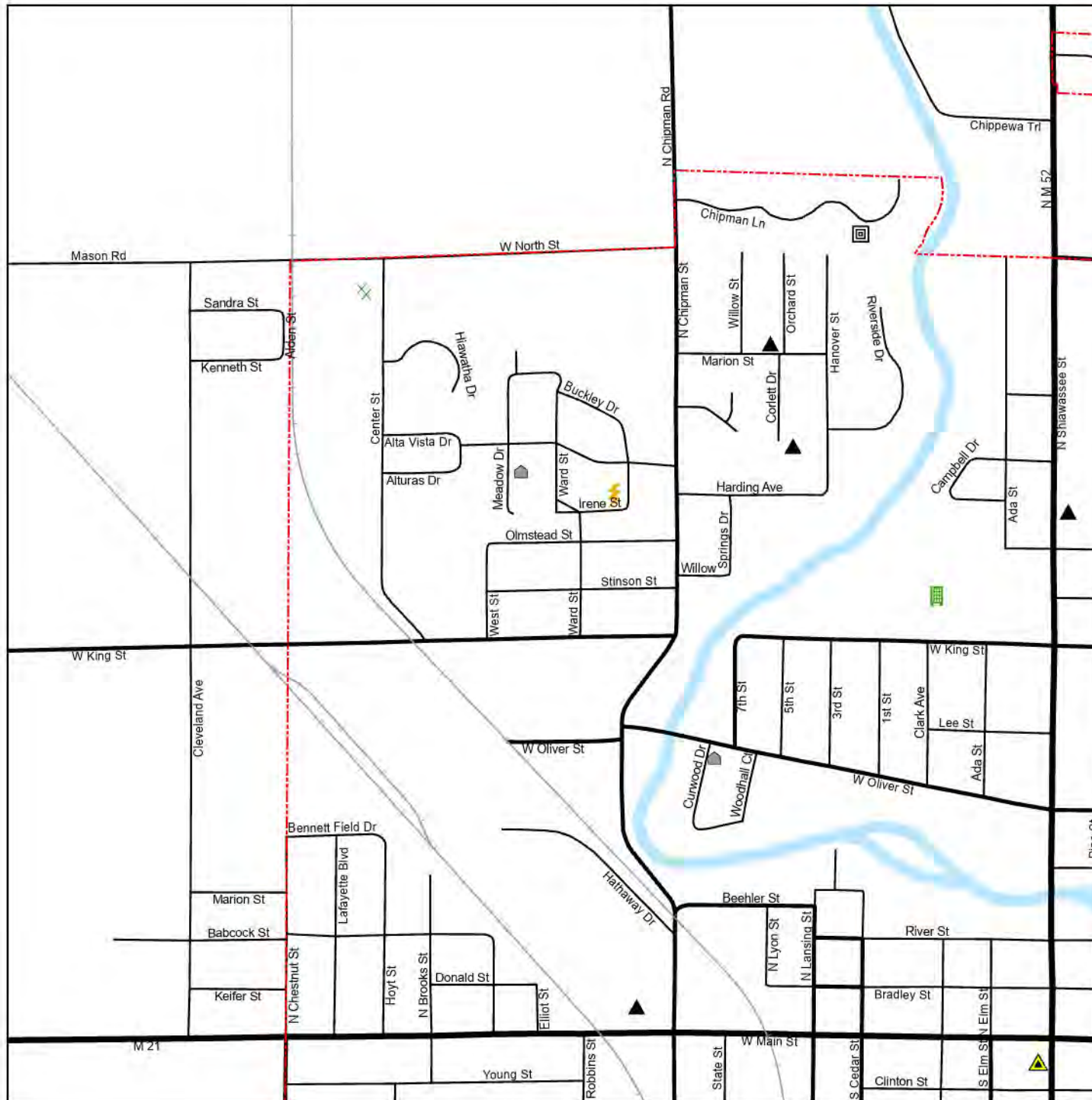
0 300 600 900 1,200 Feet



City of Owosso

Permit Activity
September 2025

NW Quadrant



Category

- Accessory Structures
- Electrical
- Fence
- Mechanical
- Non-Res. Add/Alter/Repair
- Roof
- ROW - Eng

Other Features

- City Limit
- Railroads
- River & Lakes

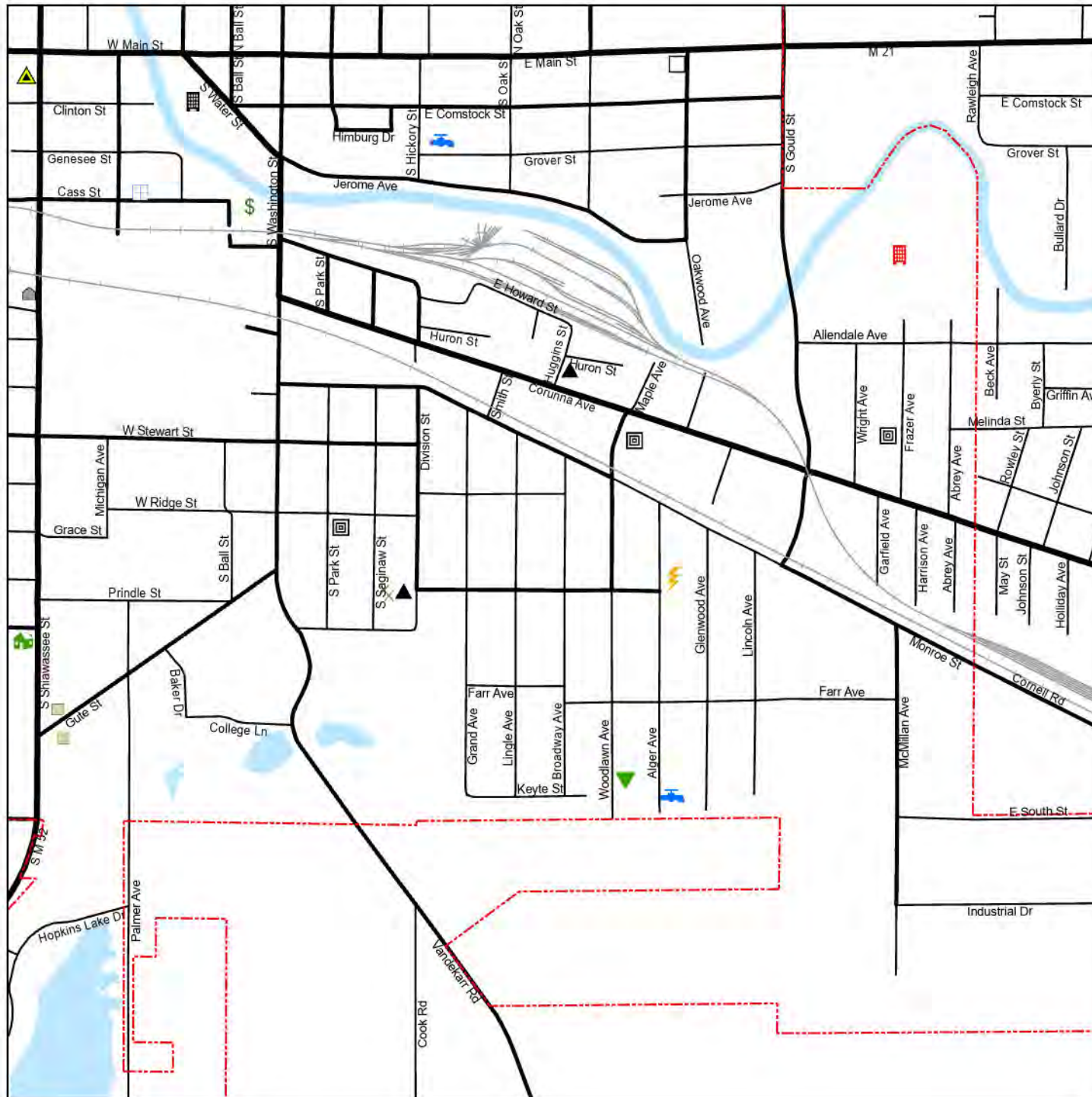
0 300 600 900 1,200 Feet



City of Owosso

Permit Activity
September 2025

SE Quadrant



Category

- Accessory Structures
- Commercial Exterior Walls
- Commercial New Construction
- Deck
- Electrical
- Fence
- Foundation - Residential
- Mechanical
- New Business
- Plumbing
- Res. Add/Alter/Repair
- Roof
- ROW - Eng
- Siding
- Windows

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet



Code Enforcement Activity
SEPTEMBER 2025

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ACCESSORY STRUCTURES								
ENF 21-1429	MAIN ST	INSPECTED PROPERTY	CLOSED	09/13/2021	09/02/2025		09/02/2025	N
ENF 25-0142	GUTE ST	RESOLVED	CLOSED	02/26/2025	09/02/2025		09/02/2025	N
Total Entries				2				
APPLIANCES								
ENF 25-0816	HICKORY ST	RESOLVED	CLOSED	08/21/2025	09/04/2025		09/04/2025	N
ENF 25-0870	KING ST	RESOLVED	CLOSED	09/09/2025	09/09/2025		09/09/2025	N
Total Entries				2				
AUTO REP/JUNK VEH								
ENF 25-0835	HICKORY ST	RESOLVED	CLOSED	08/27/2025	09/10/2025		09/10/2025	Y
ENF 25-0842	HUNTINGTON DR	RESOLVED	CLOSED	09/02/2025	09/16/2025		09/16/2025	N
ENF 25-0569	BALL ST	RESOLVED	CLOSED	06/17/2025	09/23/2025		09/23/2025	N
ENF 25-0838	BALL ST	INSPECTED PROPERTY	CLOSED	08/28/2025	09/23/2025		09/23/2025	N
ENF 25-0840	MASON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/02/2025	09/23/2025	10/07/2025		Y
ENF 25-0897	PEARCE ST	LETTER SENT	RECHECK SCHEDULED	09/22/2025	09/29/2025	10/13/2025		N
Total Entries				6				
BUILDING VIOL								
ENF 21-1156	WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/01/2023	09/04/2025	10/06/2025		N
ENF 21-1484	SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/27/2021	09/04/2025	10/06/2025		VAC
ENF 23-0673	SAGINAW ST	OBTAINED PERMIT	CLOSED	07/10/2023	09/05/2025		09/05/2025	N
ENF 23-0612	EXCHANGE	INSPECTED PROPERTY	DEMO PENDING	06/20/2023	09/22/2025	10/23/2025		N
ENF 19-0167	TRACY ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	03/15/2019	09/23/2025	10/20/2025		N

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-0167	CEDAR ST	INSPECTED PROPERTY	RECHECK SCHEDULED	02/15/2022	09/24/2025	10/23/2025		N
ENF 21-0307	WASHINGTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/03/2021	09/29/2025	10/29/2025		COMM
Total Entries				7				
BUILDING VIOLATIONS								
ENF 25-0814	TRACY ST	INSPECTED PROPERTY	CLOSED	08/21/2025	09/02/2025		09/02/2025	N
ENF 25-0827	CHIPMAN ST	INSPECTED PROPERTY	CLOSED	08/25/2025	09/02/2025		09/02/2025	N
ENF 25-0346	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	04/29/2025	09/04/2025	10/06/2025		N
ENF 25-0730	CEDAR ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/31/2025	09/04/2025	10/06/2025		N
ENF 24-1236	GREEN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/06/2024	09/08/2025	10/09/2025		VACANT
ENF 25-0221	GENESEE ST	INSPECTED PROPERTY	CLOSED	03/18/2025	09/08/2025		09/08/2025	VACANT
ENF 25-0477	YOUNG ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/20/2025	09/22/2025	10/23/2025		VACANT HOUSE
ENF 25-0885	CORLETT DR	OBTAINED PERMIT	CLOSED	09/16/2025	09/22/2025		09/22/2025	N
ENF 25-0659	COMSTOCK ST	RESOLVED	CLOSED	07/10/2025	09/24/2025		09/24/2025	N
Total Entries				9				
CHICKENS/DUCKS								
ENF 25-0323	RIDGE ST	INSPECTED PROPERTY	LEGAL ACTION	04/21/2025	09/17/2025	10/20/2025		N
ENF 25-0321	STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	04/21/2025	09/29/2025	10/13/2025		N
Total Entries				2				
DEAD TREE								
ENF 25-0875	CLYDE ST	RESOLVED	CLOSED	09/10/2025	09/10/2025		09/10/2025	N
Total Entries				1				
EXTERIOR PAINT/SIDING								

Code Enforcement Activity
SEPTEMBER 2025

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 24-0982	LANSING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/10/2024	09/08/2025	11/10/2025		Y
ENF 24-0981	LANSING ST	INSPECTED PROPERTY	CLOSED	06/10/2024	09/29/2025		09/29/2025	Y
			Total Entries	2				
FRONT YARD PARKING								
ENF 25-0553	SHIAWASSEE ST	RESOLVED	CLOSED	06/09/2025	09/03/2025		09/03/2025	N
ENF 25-0804	STEWART ST	INSPECTED PROPERTY	CLOSED	08/19/2025	09/09/2025		09/09/2025	Y
ENF 25-0725	CHIPMAN ST	RESOLVED	CLOSED	07/29/2025	09/16/2025		09/16/2025	N
ENF 25-0857	WOODLAWN AVE	RESOLVED	CLOSED	09/04/2025	09/17/2025		09/17/2025	N
ENF 25-0910	AMENT ST	LETTER SENT	RECHECK SCHEDULED	09/30/2025	09/30/2025	10/14/2025		N
ENF 25-0856	MASON ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	09/04/2025	10/01/2025	10/15/2025		N
ENF 25-0892	BALL ST	LETTER SENT	RECHECK SCHEDULED	09/17/2025	10/01/2025	10/15/2025		N
			Total Entries	7				
FURNITURE OUTSIDE								
ENF 25-0859	JACKSON DR	RESOLVED	CLOSED	09/04/2025	09/10/2025		09/10/2025	N
ENF 25-0858	CHIPMAN ST	RESOLVED	CLOSED	09/04/2025	09/23/2025		09/23/2025	
ENF 25-0872	OAKWOOD AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	09/09/2025	09/30/2025	10/14/2025		N
			Total Entries	3				
GARBAGE & DEBRIS								
ENF 25-0809	STEWART ST	RESOLVED	CLOSED	08/20/2025	09/02/2025		09/02/2025	Y
ENF 25-0834	OLIVER ST	RESOLVED	CLOSED	08/26/2025	09/03/2025		09/03/2025	N
ENF 23-1355	WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/12/2023	09/04/2025	10/06/2025		N
ENF 25-0634	CHIPMAN ST	INSPECTED PROPERTY	CLOSED	07/07/2025	09/08/2025		09/08/2025	COMM

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0848	LYNN ST	RESOLVED	CLOSED	09/02/2025	09/09/2025		09/09/2025	N
ENF 24-0651	HOWARD ST	INSPECTED PROPERTY	CLOSED	04/16/2024	09/10/2025		09/10/2025	N
ENF 25-0771	SOUTH ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/11/2025	09/22/2025	10/06/2025		N
ENF 25-0777	ROBBINS ST	INSPECTED PROPERTY	CLOSED	08/12/2025	09/22/2025		09/22/2025	COMM
ENF 25-0862	WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/08/2025	09/22/2025	10/06/2025		N
ENF 25-0899	HANOVER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/22/2025	09/22/2025	10/07/2025		N
ENF 24-0614	KENWOOD DR	INSPECTED PROPERTY	RECHECK SCHEDULED	04/04/2024	09/23/2025	10/07/2025		N
ENF 25-0869	LYNN ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	09/09/2025	09/23/2025	10/07/2025		N
ENF 25-0871	HICKORY ST	INSPECTED PROPERTY	CLOSED	09/09/2025	09/23/2025		09/23/2025	N
ENF 25-0894	MASON ST	LETTER SENT	RECHECK SCHEDULED	09/17/2025	09/23/2025	10/08/2025		Y
ENF 24-1508	FLETCHER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/23/2024	09/29/2025	10/20/2025		N
ENF 25-0696	YOUNG ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/22/2025	09/29/2025	10/13/2025		N
ENF 25-0621	STEWART ST	RESOLVED	CLOSED	07/07/2025	09/30/2025		09/30/2025	Y
ENF 25-0849	GROVER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/02/2025	09/30/2025	10/07/2025		N
ENF 25-0844	KING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/02/2025	10/01/2025	10/15/2025		Y
ENF 25-0854	WATER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/04/2025	10/01/2025	10/15/2025		Y
Total Entries				20				
GARBAGE CANS								
ENF 25-0883	COMSTOCK ST	RESOLVED	CLOSED	09/15/2025	09/29/2025		09/29/2025	Y
Total Entries				1				
GARBAGE/JUNK IN ROW								

Code Enforcement Activity
SEPTEMBER 2025

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0783	ADAMS ST	INSPECTED PROPERTY	CLOSED	08/12/2025	09/02/2025		09/02/2025	N
ENF 25-0805	RANDOLPH ST	INSPECTED PROPERTY	CLOSED	08/19/2025	09/02/2025		09/02/2025	N
ENF 25-0826	WILKINSON ST	RESOLVED	CLOSED	08/25/2025	09/02/2025		09/02/2025	N
ENF 25-0830	PINE ST	RESOLVED	CLOSED	08/26/2025	09/02/2025		09/02/2025	N
ENF 25-0831	PINE ST	RESOLVED	CLOSED	08/26/2025	09/02/2025		09/02/2025	Y
ENF 25-0799	KING ST	RESOLVED	CLOSED	08/19/2025	09/03/2025		09/03/2025	Y
ENF 25-0833	WALNUT ST	RESOLVED	CLOSED	08/26/2025	09/03/2025		09/03/2025	Y
ENF 25-0836	CLYDE ST	RESOLVED	CLOSED	08/27/2025	09/03/2025		09/03/2025	N
ENF 25-0837	DEWEY ST	INSPECTED PROPERTY	CLOSED	08/27/2025	09/03/2025		09/03/2025	N
ENF 25-0864	CHIPMAN ST	RESOLVED	CLOSED	09/08/2025	09/08/2025		09/08/2025	N
ENF 25-0829	DEWEY ST	RESOLVED	CLOSED	08/25/2025	09/09/2025		09/09/2025	Y
ENF 25-0841	RANDOLPH ST	RESOLVED	CLOSED	09/02/2025	09/09/2025		09/09/2025	N
ENF 25-0843	MOORE ST	RESOLVED	CLOSED	09/02/2025	09/09/2025		09/08/2025	N
ENF 25-0845	PINE ST	RESOLVED	CLOSED	09/02/2025	09/09/2025		09/09/2025	Y
ENF 25-0847	HICKORY ST	RESOLVED	CLOSED	09/02/2025	09/09/2025		09/09/2025	N
ENF 25-0832	CHIPMAN ST	RESOLVED	CLOSED	08/26/2025	09/10/2025		09/10/2025	N
ENF 25-0850	LYNN ST	RESOLVED	CLOSED	09/03/2025	09/10/2025		09/10/2025	Y
ENF 25-0851	MASON ST	RESOLVED	CLOSED	09/03/2025	09/10/2025		09/10/2025	N
ENF 25-0852	RIDGE ST	RESOLVED	CLOSED	09/03/2025	09/10/2025		09/10/2025	Y
ENF 25-0855	MASON ST	RESOLVED	CLOSED	09/04/2025	09/10/2025		09/10/2025	Y
ENF 25-0866	BROADWAY AVE	RESOLVED	CLOSED	09/08/2025	09/15/2025		09/15/2025	N

Code Enforcement Activity
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Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0867	GOULD ST	LETTER SENT	RECHECK SCHEDULED	09/09/2025	09/16/2025	10/02/2025		N
ENF 25-0876	DEWEY ST	RESOLVED	CLOSED	09/10/2025	09/16/2025		09/16/2025	N
ENF 25-0861	DEWEY ST	RESOLVED	CLOSED	09/08/2025	09/22/2025		09/22/2025	N
ENF 25-0863	RANDOLPH ST	RESOLVED	CLOSED	09/08/2025	09/22/2025		09/22/2025	N
ENF 25-0879	YOUNG ST	RESOLVED	CLOSED	09/15/2025	09/22/2025		09/22/2025	N
ENF 25-0880	YOUNG ST	RESOLVED	CLOSED	09/15/2025	09/22/2025		09/22/2025	Y
ENF 25-0632	PINE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/07/2025	09/23/2025	10/07/2025		N
ENF 25-0888	DEWEY ST	RESOLVED	CLOSED	09/16/2025	09/23/2025		09/23/2025	N
ENF 25-0890	HOWELL ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/17/2025	09/23/2025	10/07/2025		N
ENF 25-0891	HUNTINGTON DR	RESOLVED	CLOSED	09/17/2025	09/23/2025		09/23/2025	N
ENF 25-0893	BALL ST	RESOLVED	CLOSED	09/17/2025	09/23/2025		09/23/2025	Y
ENF 25-0865	RIVER ST	RESOLVED	CLOSED	09/08/2025	09/29/2025		09/29/2025	N
ENF 25-0902	HICKORY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/29/2025	09/29/2025	10/06/2025		Y
ENF 25-0906	GENESEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/29/2025	09/29/2025	10/06/2025		Y
ENF 25-0907	CLINTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/29/2025	09/29/2025	10/06/2025		N
ENF 25-0889	WARD ST	LETTER SENT	RECHECK SCHEDULED	09/17/2025	09/30/2025	10/14/2025		N
ENF 25-0877	HICKORY ST	RESOLVED	CLOSED	09/10/2025	10/01/2025		10/01/2025	N
ENF 25-0887	GILBERT ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/16/2025	10/01/2025	10/08/2025		N
ENF 25-0895	BRANDON ST	RESOLVED	CLOSED	09/17/2025	10/01/2025		10/01/2025	N

Code Enforcement Activity
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Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0896	GENESEE ST	RESOLVED	CLOSED	09/17/2025	10/01/2025		10/01/2025	N
			Total Entries	41				
HDC - NOTICE OF VIOLATION								
ENF 24-1717	EXCHANGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/24/2024	09/29/2025	10/29/2025		COMM
			Total Entries	1				
HEALTH & SAFETY								
ENF 21-0921	CORUNNA AVE	INSPECTED PROPERTY	CLOSED	06/23/2021	09/10/2025		09/10/2025	VAC
			Total Entries	1				
HOUSE FIRE								
ENF 24-1057	CASS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/25/2024	09/17/2025	10/09/2025		N
ENF 25-0860	MICHIGAN AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	09/05/2025	09/30/2025	10/30/2025		N
			Total Entries	2				
IMMINENT DANGER OF STRUCTURE								
ENF 25-0609	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/25/2025	09/10/2025	10/09/2025		COMM
ENF 22-0059	DEWEY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/21/2022	09/16/2025	10/22/2025		VAC
			Total Entries	2				
LAWN MAINTENANCE								
ENF 25-0473	DIVISION ST	INSPECTED PROPERTY	CLOSED	05/20/2025	08/27/2025		09/02/2025	N
ENF 25-0433	CEDAR ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/15/2025	09/03/2025	10/08/2025		VACANT LOT
ENF 25-0439	MASON ST	INSPECTED PROPERTY	CLOSED	05/15/2025	09/03/2025		09/03/2025	VACANT LOT
ENF 25-0494	CEDAR ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/21/2025	09/03/2025	10/08/2025		VACANT LOT

Code Enforcement Activity
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Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0548	MASON ST	RESOLVED	CLOSED	06/09/2025	09/03/2025		09/03/2025	Y
ENF 25-0592	STEWART ST	INSPECTED PROPERTY	CLOSED	06/24/2025	09/03/2025		09/03/2025	Y
ENF 25-0728	BALL ST	INSPECTED PROPERTY	CLOSED	07/30/2025	09/03/2025		09/03/2025	
ENF 25-0796	BROADWAY AVE	INSPECTED PROPERTY	CLOSED	08/18/2025	09/03/2025		09/03/2025	N
ENF 25-0802	STEWART ST	REF TO MOWING CONTRACTOR	CLOSED	08/19/2025	09/03/2025		09/03/2025	N
ENF 25-0824	FREDERICK ST	INSPECTED PROPERTY	CLOSED	08/25/2025	09/03/2025		09/03/2025	Y
ENF 25-0516	CEDAR ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/29/2025	09/16/2025	10/08/2025		VACANT LOT
ENF 25-0424	SHIAWASSEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/15/2025	09/24/2025	10/08/2025		IND
ENF 25-0426	DEWEY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/15/2025	09/24/2025	10/08/2025		VACANT
ENF 25-0427	ELM ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/15/2025	09/24/2025	10/08/2025		VACANT LOT
ENF 25-0434	CHIPMAN ST	INSPECTED PROPERTY	CLOSED	05/15/2025	09/24/2025		09/24/2025	VACANT LOT
ENF 25-0435	PARK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/15/2025	09/24/2025	10/08/2025		VACANT LOT
ENF 25-0436	BROADWAY AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	05/15/2025	09/24/2025	10/08/2025		N
ENF 25-0437	MCMILLAN AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	05/15/2025	09/24/2025	10/08/2025		IND
ENF 25-0440	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/15/2025	09/24/2025	10/08/2025		VACANT HOUSE
ENF 25-0442	ADAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/15/2025	09/24/2025	10/08/2025		VACANT HOUSE
ENF 25-0445	PINE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/19/2025	09/24/2025	10/08/2025		VACANT HOUSE
ENF 25-0456	STATE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/19/2025	09/24/2025	10/08/2025		N

Code Enforcement Activity
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Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0484	ALGER AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	05/20/2025	09/24/2025	10/08/2025		Y
ENF 25-0500	STATE	INSPECTED PROPERTY	RECHECK SCHEDULED	05/28/2025	09/24/2025	10/08/2025		VACANT LOT
ENF 25-0511	GENESEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/29/2025	09/24/2025	10/08/2025		VACANT HOUSE
ENF 25-0517	BROADWAY AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	06/02/2025	09/24/2025	10/08/2025		N
ENF 25-0535	PEARCE ST	INSPECTED PROPERTY	CLOSED	06/04/2025	09/24/2025		09/24/2025	VACANT HOUSE
ENF 25-0606	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/25/2025	09/24/2025	10/08/2025		IND
ENF 25-0881	GLENWOOD AVE	INSPECTED PROPERTY	CLOSED	09/15/2025	09/24/2025		09/24/2025	N
ENF 25-0886	SOUTH ST	INSPECTED PROPERTY	CLOSED	09/16/2025	09/24/2025		09/24/2025	Y
ENF 25-0419	CHIPMAN ST	INSPECTED PROPERTY	CLOSED	05/15/2025	09/30/2025		09/30/2025	N
Total Entries				31				

MULTIPLE VIOLATIONS

ENF 25-0383	FLETCHER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/12/2025	09/02/2025	10/02/2025		N
ENF 25-0751	PINE ST	RESOLVED	CLOSED	08/06/2025	09/02/2025		09/02/2025	Y
ENF 25-0162	FLETCHER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/04/2025	09/04/2025	10/06/2025		N
ENF 25-0173	BROADWAY AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	03/05/2025	09/04/2025	10/06/2025		N
ENF 24-1789	HARRISON AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	11/05/2024	09/09/2025	10/06/2025		N
ENF 25-0795	WOODLAWN AVE	INSPECTED PROPERTY	CLOSED	08/18/2025	09/09/2025		09/09/2025	N
ENF 25-0828	MOORE ST	RESOLVED	CLOSED	08/25/2025	09/09/2025		09/09/2025	N
ENF 24-1867	LINGLE AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	11/19/2024	09/15/2025	10/06/2025		N
ENF 25-0628	WRIGHT AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	07/07/2025	09/15/2025	10/15/2025		N

10/01/25

Code Enforcement Activity
SEPTEMBER 2025

10/13

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0656	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/10/2025	09/15/2025	10/13/2025		N
ENF 25-0884	KEYTE ST	RESOLVED	CLOSED	09/15/2025	09/15/2025		09/15/2025	N
ENF 24-1262	LINGLE AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	08/08/2024	09/16/2025	10/16/2025		N
ENF 25-0697	CENTER ST	RESOLVED	CLOSED	07/22/2025	09/16/2025		09/16/2025	N
ENF 21-1578	ROBBINS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/14/2021	09/22/2025	10/23/2025		COMM
ENF 25-0662	WOODLAWN AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	07/14/2025	09/22/2025	10/06/2025		N
ENF 25-0735	MAIN ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	08/04/2025	09/22/2025	10/06/2025		N
ENF 25-0764	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	08/11/2025	09/22/2025	10/06/2025		COMM
ENF 25-0822	ISHAM ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/25/2025	09/22/2025	10/06/2025		N
ENF 25-0825	HICKORY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/25/2025	09/22/2025	10/06/2025		N
ENF 25-0898	PEARCE ST	RESOLVED	CLOSED	09/22/2025	09/22/2025		09/22/2025	N
ENF 23-0156	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	02/16/2023	09/23/2025	10/07/2025		N
ENF 25-0603	KING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/25/2025	09/23/2025	10/07/2025		N
ENF 25-0778	STEWART ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	08/12/2025	09/23/2025	10/07/2025		N
ENF 25-0779	STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/12/2025	09/23/2025	10/07/2025		N
ENF 25-0868	ABREY AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	09/09/2025	09/23/2025	10/07/2025		Y
ENF 25-0531	BEEHLER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/04/2025	09/24/2025	10/08/2025		VACANT
ENF 25-0808	CLYDE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/20/2025	09/24/2025	10/08/2025		N
ENF 25-0901	BALL ST	COMPLAINT LOGGED	LETTER SENT	09/26/2025	09/26/2025	10/13/2025		N
ENF 24-0890	STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/21/2024	09/29/2025	10/13/2025		N
ENF 25-0147	KRUST DR	INSPECTED PROPERTY	CLOSED	03/03/2025	09/29/2025		09/29/2025	N

Code Enforcement Activity
SEPTEMBER 2025

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0164	CORUNNA AVE	INSPECTED PROPERTY	CLOSED	03/04/2025	09/29/2025		09/29/2025	Y
ENF 25-0647	HOWELL ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/09/2025	09/29/2025	10/06/2025		N
ENF 25-0666	MACK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/14/2025	09/29/2025	10/13/2025		N
ENF 25-0705	CORUNNA AVE	INSPECTED PROPERTY	PENDING 1ST TICKET	07/23/2025	09/29/2025	10/13/2025		Y
ENF 25-0769	SHIAWASSEE ST	INSPECTED PROPERTY	CLOSED	08/11/2025	09/29/2025		09/29/2025	Y
ENF 25-0873	GENESEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/10/2025	09/29/2025	10/13/2025		Y
ENF 25-0878	WASHINGTON ST	LETTER SENT	RECHECK SCHEDULED	09/15/2025	09/29/2025	10/13/2025		Y
ENF 25-0903	MAIN ST	LETTER SENT	RECHECK SCHEDULED	09/29/2025	09/29/2025	10/13/2025		N
ENF 25-0905	WRIGHT AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	09/29/2025	09/29/2025	10/06/2025		N
ENF 25-0908	NORTH ST	LETTER SENT	RECHECK SCHEDULED	09/29/2025	09/29/2025	10/06/2025		N
ENF 24-0495	OLIVER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/19/2024	09/30/2025	10/29/2025		N
ENF 25-0082	OLMSTEAD ST	INSPECTED PROPERTY	RECHECK SCHEDULED	02/04/2025	09/30/2025	10/14/2025		N
ENF 25-0679	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/16/2025	09/30/2025	10/14/2025		N
ENF 25-0704	CORUNNA AVE	INSPECTED PROPERTY	PENDING 1ST TICKET	07/23/2025	09/30/2025	10/02/2025		N
ENF 25-0737	STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/04/2025	09/30/2025	10/14/2025		VACANT LOT
ENF 25-0738	MAIN ST	INSPECTED PROPERTY	2ND TICKET ISSUED	08/04/2025	09/30/2025	10/14/2025		N
ENF 25-0767	OLIVER ST	INSPECTED PROPERTY	CLOSED	08/11/2025	09/30/2025		09/30/2025	N
Total Entries				47				

NO BUILDING PERMIT

10/01/25

Code Enforcement Activity

12/13

SEPTEMBER 2025

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0789	OLIVER ST	INSPECTED PROPERTY	CLOSED	08/13/2025	09/03/2025		09/02/2025	N
			Total Entries	1				
RENTAL REGISTRATION								
ENF 25-0839	CASS ST	RENTAL REG FORM SUBMITTED	CLOSED	08/29/2025	09/22/2025		09/22/2025	Y
ENF 25-0539	WOODLAWN AVE	FINAL NOTICE SENT	RECHECK SCHEDULED	06/04/2025	09/24/2025	10/24/2025		Y
ENF 25-0602	QUEEN ST	FINAL NOTICE SENT	RECHECK SCHEDULED	06/24/2025	09/24/2025	10/24/2025		Y
			Total Entries	3				
ROW VIOLATIONS								
ENF 25-0763	HUNTINGTON DR	RESOLVED	CLOSED	08/11/2025	09/16/2025		09/16/2025	N
ENF 25-0882	COMSTOCK ST	RESOLVED	CLOSED	09/15/2025	09/22/2025		09/22/2025	Y
ENF 25-0800	WILLOW ST	RESOLVED	CLOSED	08/19/2025	09/23/2025		09/23/2025	Y
ENF 25-0909	WASHINGTON ST	LETTER SENT	RECHECK SCHEDULED	09/30/2025	09/30/2025	10/14/2025		N
			Total Entries	4				
RV/CAMPER VIOLATIONS								
ENF 25-0817	KING ST	INSPECTED PROPERTY	CLOSED	08/21/2025	09/04/2025		09/04/2025	Y
			Total Entries	1				
SIDEWALK VIOLATION								
ENF 25-0900	CAMPBELL DR	INSPECTED PROPERTY	CLOSED	09/22/2025	09/22/2025		09/22/2025	
			Total Entries	1				
SIGN VIOLATION								
ENF 25-0793	WASHINGTON ST	RESOLVED	CLOSED	08/18/2025	09/02/2025		09/02/2025	COMM
ENF 25-0794	WASHINGTON	RESOLVED	CLOSED	08/18/2025	09/02/2025		09/02/2025	COMM

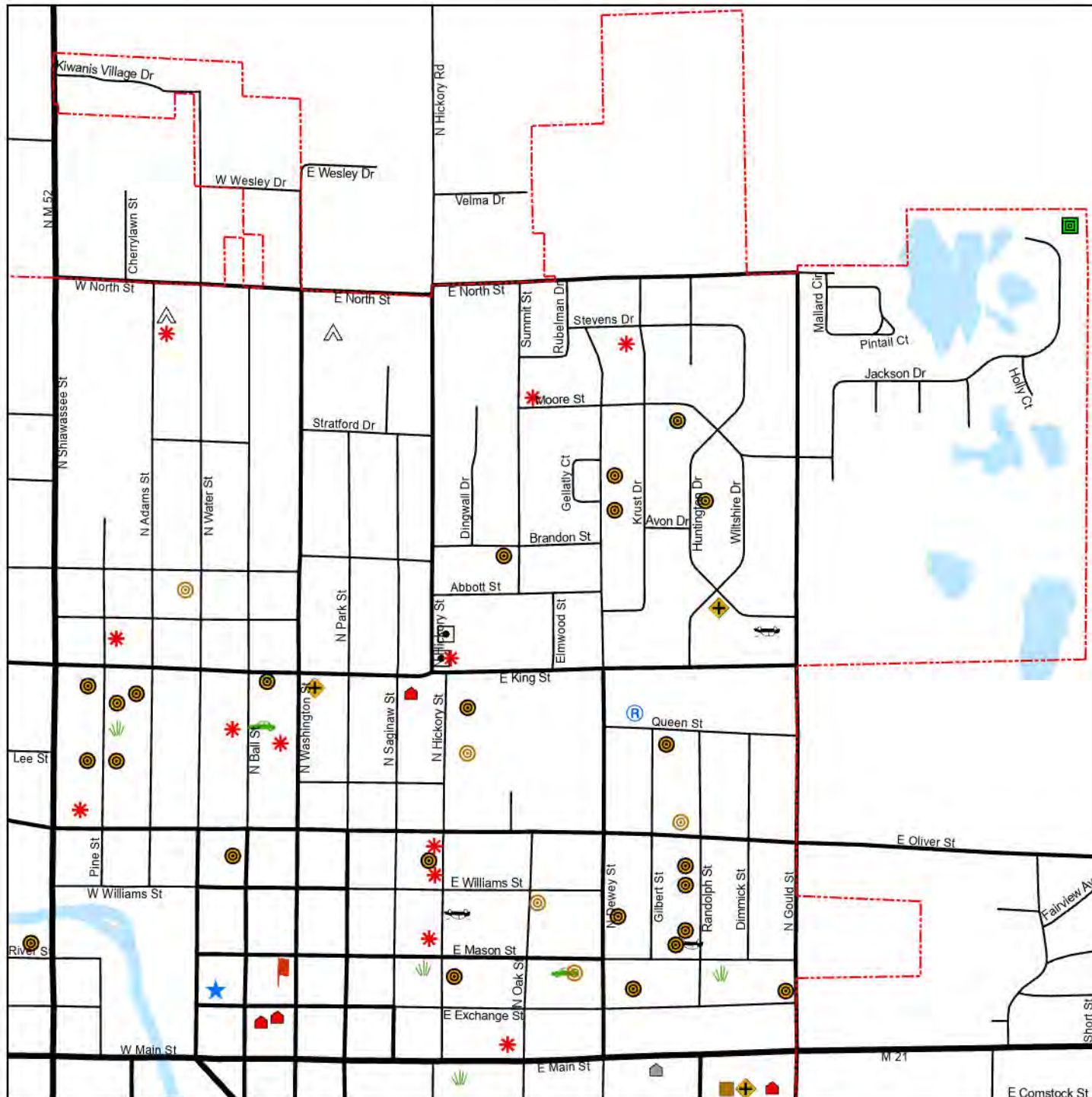
Code Enforcement Activity
SEPTEMBER 2025

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0586	WATER	INSPECTED PROPERTY	RECHECK SCHEDULED	06/23/2025	09/04/2025	10/06/2025		COMM
ENF 25-0874	MAIN ST	RESOLVED	CLOSED	09/10/2025	09/23/2025		09/23/2025	COMM
Total Entries				4				
TEMPORARY STRUCTURES								
ENF 25-0035	ADAMS ST	INSPECTED PROPERTY	CLOSED	01/14/2025	08/04/2025		09/04/2025	N
ENF 25-0080	OLMSTEAD ST	INSPECTED PROPERTY	INSPECTED PROPERTY	02/04/2025	09/04/2025	10/06/2025		N
ENF 25-0904	FRAZER AVE	LETTER SENT	RECHECK SCHEDULED	09/29/2025	09/29/2025	04/29/2026		N
ENF 24-1013	WASHINGTON ST	INSPECTED PROPERTY	FINAL NOTICE	06/17/2024	09/30/2025	10/30/2025		N
Total Entries				4				
TREES HANGING OVER ROW								
ENF 25-0665	CHIPMAN ST	RESOLVED	CLOSED	07/14/2025	09/17/2025		09/17/2025	COMM
Total Entries				1				
VACANT STRUCTURES								
ENF 24-0728	ADAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/01/2024	09/16/2025	10/22/2025		VAC
Total Entries				1				
VACANT/SQUATTERS								
ENF 25-0565	GENESEE ST	INSPECTED PROPERTY	CLOSED	06/12/2025	09/03/2025		09/24/2025	VACANT HOUSE
Total Entries				1				
VISIBILITY								
ENF 25-0677	CASS ST	FINAL NOTICE SENT	RECHECK SCHEDULED	07/16/2025	09/29/2025	10/09/2025		Y
Total Entries				1				
Total Records:		209			Total Pages:		13	

City of Owosso

Code Enforcement Activity September 2025

NE Quadrant



Category

- Accessory Structures
- Appliances
- Auto Repair/Junk Vehicle
- Building Violations
- Front Yard Parking
- Furniture Outside
- Garbage & Debris
- Garbage Cans
- Garbage/Junk In ROW
- HDC - Notice Of Violation
- Lawn Maintenance
- Multiple Violations
- Rental Registration
- ROW Violations
- Sign Violation
- Temporary Structures

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet



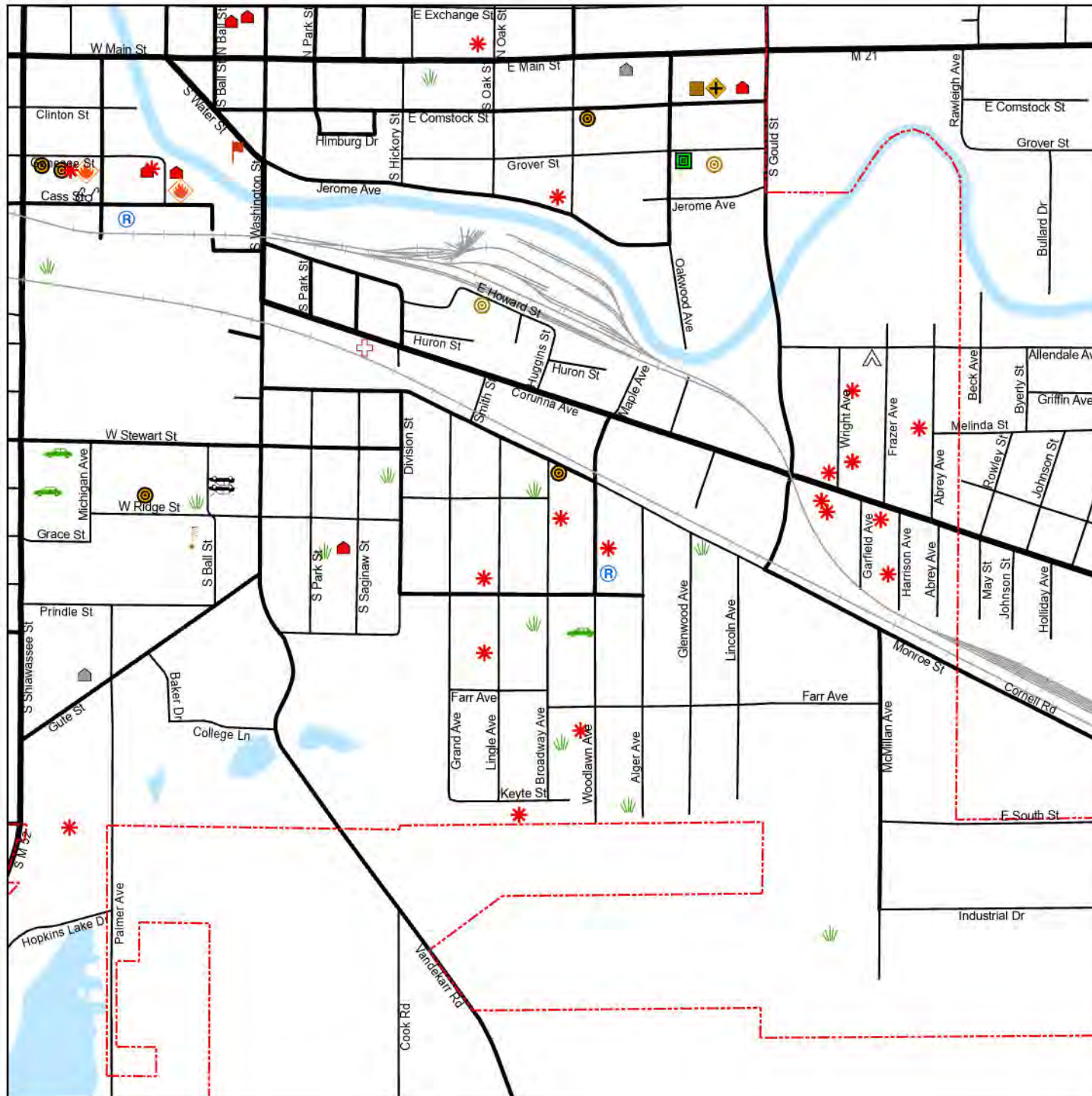
NW Quadrant



City of Owosso

Code Enforcement Activity September 2025

SE Quadrant



Category

- Accessory Structures
- Auto Repair/Junk Vehicle
- Building Violations
- Chickens/Ducks
- Fire Damage
- Front Yard Parking
- Furniture Outside
- Garbage & Debris
- Garbage Cans
- Garbage/Junk In ROW
- Health & Safety
- Lawn Maintenance
- Multiple Violations
- Rental Registration
- ROW Violations
- Sign Violation
- Temporary Structures
- Visibility

Other Features

- City Limit
- Railroads
- River & Lakes

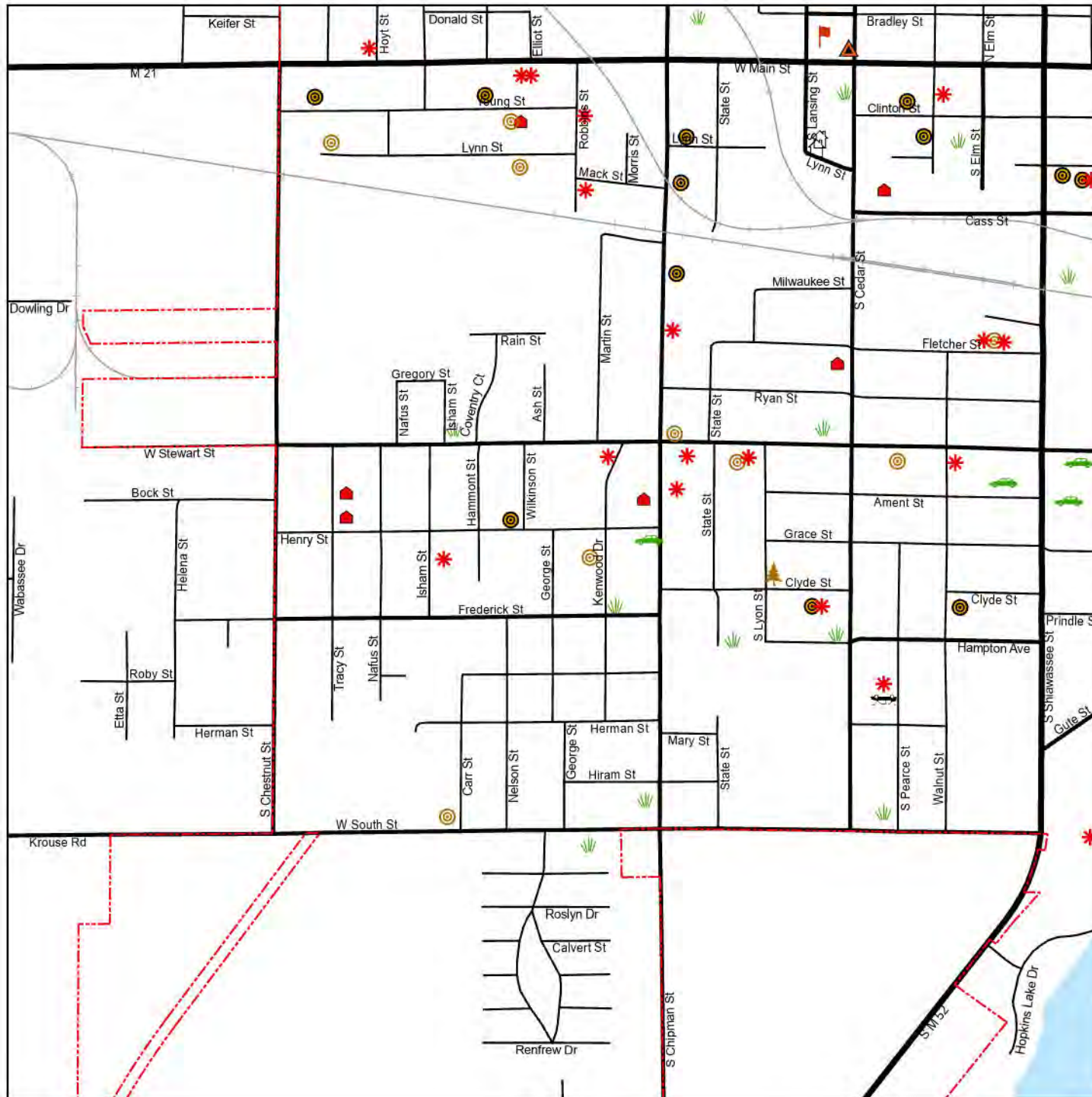
0 300 600 900 1,200 Feet



City of Owosso

Code Enforcement Activity September 2025

SW Quadrant



Category

- Accessory Structures
- Auto Repair/Junk Vehicle
- Building Violations
- Dead Tree
- Exterior Paint/Siding
- Fire Damage
- Front Yard Parking
- Garbage & Debris
- Garbage/Junk In ROW
- Imminent Danger Of Structure
- Lawn Maintenance
- Multiple Violations
- Sign Violation
- Visibility

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200
Feet



**Monthly Inspection List
SEPTEMBER 2025**

CHARLES, NATHAN	BUILDING OFFICIAL Total Inspections:	62
BOOTH, MARK	MECHANICAL & PLUMBING INSPECTOR Total Inspections:	16
HARRIS, JON	ELECTRICAL INSPECTOR Total Inspections:	18
FREEMAN, GREG	CODE ENFORCEMENT Total Inspections:	136
MAYBAUGH, BRAD	CODE ENFORCEMENT Total Inspections:	141
Grand Total Inspections:		373

CERTIFICATES & LICENSES ISSUED BY MONTH FOR 2025

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ADULT USE RECREATIONAL RETAIL												
1				1								2
\$5,000				\$5,000								\$10,000
AMPHITHEATER												
					2	4	3					9
					\$50	\$50	\$150					\$250
BENTLEY PARK RENTAL												
				6	14	10	11	8	1			50
				\$150	\$400	\$250	\$275	\$150	\$25			\$1,250
GROWER LICENSE (Medical)												
								1				1
								\$5,000				\$5,000
HARMON PATRIDGE PARK RENTAL												
				5	13	11	14	6	1			50
				\$150	\$400	\$325	\$350	\$175	\$25			\$1,425
HISTORIC DISTRICT COMMISSION (C OF A AND NOTICE TO PROCEED)												
		1	1			1						3
			\$40			\$40						\$80
MOBILE FOOD VENDING (Food Truck License)												
					1							1
					\$150							\$150
PROCESSOR LICENSE												
1												1
\$5,000												\$5,000
PROVISIONING CENTER												
												0
												\$0
RECREATIONAL GROW												
			2					1				3
			\$10,000					\$5,000				\$15,000
RENTAL (Renewals)												
5		3		10								18
\$250		\$150		\$500								\$900
RENTAL REGISTRATIONS (New)												
3	2	1	3	3	6	2		2				22
\$150	\$100	\$50	\$150	\$150	\$300	\$100		\$1,000				\$2,000
RESIDENTIAL PARKING												
1												1
\$120												\$120
TOTALS:												
11	2	5	6	25	36	28	28	18	2	0	0	161
\$10,520	\$100	\$200	\$10,190	\$5,950	\$1,300	\$765	\$775	\$11,325	\$50	\$0	\$0	\$41,175



OWOSSO POLICE DEPARTMENT

202 S. WATER ST. • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0580 • FAX (989)725-0528

MEMORANDUM

DATE: 14 October 2025
TO: Owosso City Council
FROM: Eric E. Cherry
Police Department Captain
RE: September 2025 Police Activity Report

Master Plan Goal 3.1, 3.2

The Investigative Services Bureau attended the monthly multidisciplinary meeting for all forensic interviews conducted. This is where investigators, CPS, Voices for Children and Shiawassee County Prosecutors discuss where each case is at of the reported sexual assault investigations.

Our Comprehensive Opioid, Stimulant and Substance Use Program (COSSUP) team met our last time as the grant was ending September 30, 2025.

Department staff attended a meeting on the Glow Parade and the safety plans for this year's event and parade.

The Department Administration attended the Mid-Michigan Area Group Narcotics Enforcement Team (MAGNET) Board Meeting, where Michigan State Police leadership detailed recent operations the team was involved in.

The Public Safety staff worked with payroll staff getting the new scheduling software to export to the payroll software correctly. The new software allows the schedule to be updated in real time and staff to submit overtime, fill open shifts, and submit leave, without paper, away from the office.

September - 5 YEAR AVERAGE

	2021- September	2022- September	2023- September	2024- September	2025- September	September 5YR AVG
Part I Crimes	36	31	25	22	21	27
Part II Crimes	85	99	97	77	92	90
Violent Crimes	10	9	10	5	6	8
Total Reports	187	171	184	166	182	178
Felony Arrests	4	3	8	5	4	4.8
Total Arrests	16	38	45	29	31	31.8
Traffic Stops	34	65	63	37	40	47.8
All Dispatched Events	1030	1132	886	715	792	911

LAST 12 MONTHS

	2024- Oct	2024- Nov	2024- Dec	2025- Jan	2025- Feb	2025- Mar	2025- Apr	2025- May	2025- Jun	2025- Jul	2025- Aug	2025- Sep	Last 12 Months	Average
Part I Crimes	29	19	17	23	18	30	18	25	13	26	23	21	262	21.83
Part II Crimes	95	81	70	65	59	84	87	87	82	79	80	92	961	80.08
Violent Crimes	9	7	4	7	2	10	4	8	4	7	5	6	73	6.08
Total Reports	161	153	139	160	114	157	166	168	157	149	150	182	1,856	154.67
Felony Arrests	14	8	6	5	5	6	8	8	15	12	7	4	98	8.17
Total Arrests	39	40	23	22	20	27	33	35	42	37	28	31	377	31.42
Traffic Stops	27	34	48	105	109	43	87	84	35	118	23	40	753	62.75
All Dispatched Events	692	607	606	835	657	730	820	798	787	907	836	792	9,067	755.58



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0580

MEMORANDUM

DATE: October 6, 2025

TO: Owosso City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: September 2025 Fire & Ambulance Report

Attached are the statistics for the Owosso Fire Department (OFD) for September 2025. The Owosso Fire Department responded to 262 incidents in the month of September.

OFD responded to 15 fire or rescue calls and EMS responded to 247 EMS calls.

Fire Calls		EMS Calls	
Illegal Burning	2	City of Owosso	171
Wires Down	1	Corunna EMS	0
Rescue	2	Fairfield Twp.	2
Car Fire	1	Laingsburg	0
False Alarm	1	Middlebury Twp.	17
Building Fire-Owosso	0	Owosso Twp.	54
Building Fire-Mutual Aid	1	Perry Area EMS	0
Gas Leak	3	Rush Twp.	3
Smoke Investigation	4	Out of County	0
Total	15	Total	247

Filter statement

Filters

Days in Dispatched9/1/25 to 9/30/25 | Is Lockedtrue | Is Activetrue

1 more...

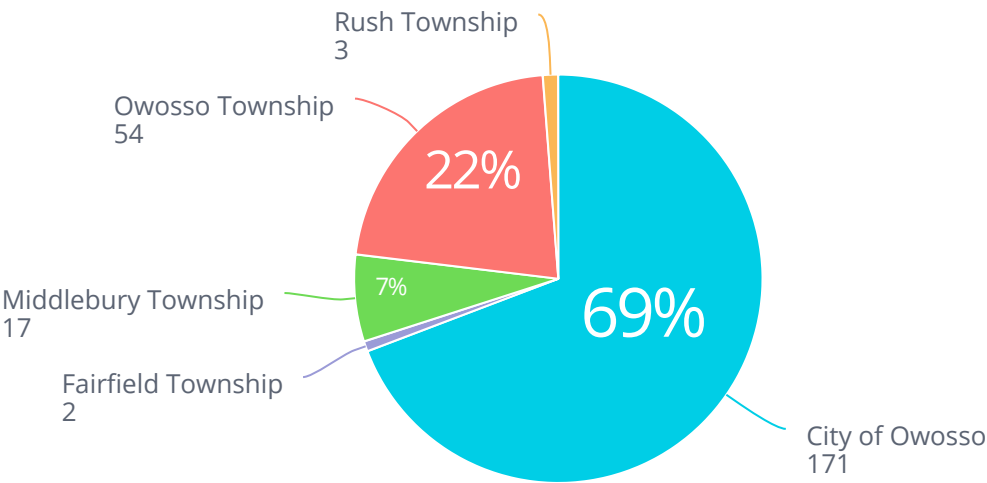
Responses by Scene Zone

Total Records



Responses by Zone

- City of Owosso
- Fairfield Township
- Middlebury Township
- Owosso Township
- Rush Township



**REGULAR MEETING MINUTES OF THE
OWOSSO MAIN STREET & DOWNTOWN DEVELOPMENT AUTHORITY
CITY OF OWOSSO**

October 1, 2025, AT 7:30 A.M.

CALL TO ORDER: The meeting was called to order by Chair Daylen Howard at 7:33 A.M.

ROLL CALL: Taken by Lizzie Fredrick

PRESENT: Chair Daylen Howard, Vice-Chair Lance Omer, Mayor Robert J. Teich, Jr. and Commissioners Bill Gilbert, Josh Ardelean, and Jon Moore

ABSENT: Commissioners Karen Parzych and Jill Davis

STAFF PRESENT: Lizzie Fredrick, OMS & DDA Director

AGENDA:

MOVED BY MOORE SUPPORTED BY GILBERT TO APPROVE THE OCTOBER 1, 2025, OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY AGENDA AS PRESENTED.

**AYES: ALL
MOTION CARRIED**

MINUTES:

MOVED BY MOORE, SUPPORTED BY TEICH TO APPROVE THE SEPTEMBER 3, 2025, OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY ANNUAL MEETING MINUTES.

**AYE: ALL
MOTION CARRIED**

PUBLIC COMMENTS: None

REPORTS: Fredrick reviewed the September Check Disbursement Report and Revenue & Expenditure Report.

Fredrick presented the September reports for Electric Vehicle Charging Station Revenue, Unique Drivers, and Session Quantity.

ITEMS OF BUSINESS:

1. **Electric Vehicle Charging Station Services:** Fredrick reviewed the Memorandum Background noting the Board's approval of the three-year Cloud Plan renewal, cable replacement, charging price increase, and creation of a one-time service fee during the September 3rd Board Meeting.

Fredrick confirmed the price increase and one-time service fee have already gone into effect.

Fredrick presented two cost estimates for a one-year warranty extension.

Teich supported Gilbert's September 3rd recommendation of budgeting for maintenance of the EV Chargers instead of renewing the warranty.

Moore asked if a complimentary one-month warranty extension would be available to provide more time for ChargePoint to respond to the Board's questions.

Howard and Moore asked Fredrick to contact OWL Services for estimated part and labor costs of past service of the EV Chargers.

MOVED BY MOORE, SUPPORTED BY ARDELEAN TO POSTPONE RENEWING THE ELECTRIC VEHICLE CHARGING STATION WARRANTY AND ASK FOR A COMPLIMENTARY ONE-MONTH EXTENSION.

AYE: ALL

MOTION CARRIED

COMMITTEE UPDATES:

1. **Organization:** Moore shared that the Committee is working on streamlining volunteer recruitment events and asked the Board to begin thinking about which volunteers really stepped up this year for recognition at the Volunteer Appreciation Party in February.
2. **Promotion:** Fredrick provided updates on the Golden Pumpkin Hunt activity that will take place during the Downtown Owosso Trick or Treat event on October 25th and announced that the 2026 Chocolate Walk will be April 25th.
3. **Design:** Fredrick notified the Board that the transition from fall to winter decorations has been scheduled for November 8th and the Design Committee is in need of volunteers to assist.

Gilbert asked if the monthly Committee meeting day and time could change due to a schedule conflict.

Howard asked if the Design Committee would be able to complete the Social District signage by April and asked if it could be a design competition.

4. **Economic Vitality:** Howard announced that Owosso Floral & Gifts was selected as the October Business of the Month.

Howard provided updates on a grant application for the Revolving Loan & Grant Program that did not make it past the Committee's level of approval.

Teich noted his support for the project and the grant application.

DIRECTOR UPDATES: Fredrick reminded the Board that the Downtown Fall Cleanup will take place on October 3rd and 4th, and that the Revolving Loan & Grant Program Main Street Meetup is October 7th.

BOARD COMMENTS: Howard noted that removing verbal committee updates from meetings had been a topic of discussion during the September Michigan Main Street Workshop.

Omer and Ardelean voiced their support for keeping Committee Updates for the Board and Public to hear.

Gilbert agreed that having Committee Updates allows the Board to ask questions.

Ardelean thanked the Economic Vitality Committee for selecting CLH Insurance Agency as September's Business of the Month.

ADJOURNMENT:

MOVED BY TEICH, SUPPORTED BY OMER TO ADJOURN AT 8:34 A.M.

AYES: ALL

MOTION CARRIED

NEXT MEETING NOVEMBER 5, 2025.

**MINUTES
OWOSSO BROWNFIELD REDEVELOPMENT AUTHORITY
MEETING OF OCTOBER 9, 2025**

Meeting was called to order at 8:00 a.m. by Vice Chairperson Janae Fear.

Roll Call.

Members Present: Vice Chairperson Janae Fear, Members Timothy Dame, Michael Dowler, and Dallas Lintner.

Members Absent: Authority Member Gregory Brodeur, Randy Woodworth, and Chairperson Susan Osika.

AGENDA:

It was moved by Authority Member Lintner and supported by Authority Member Dowler to approve the agenda for the October 9, 2025 meeting as presented.
Yeas all. Motion passed.

MINUTES:

It was moved by Authority Member Dowler and supported by Authority Member Lintner to approve the minutes of the April 10, 2025 meeting as presented.
Yeas all. Motion passed.

COMMUNICATIONS:

None.

PUBLIC COMMENTS:

None.

PUBLIC HEARINGS:

None.

ITEMS OF BUSINESS

2026 Meeting Schedule

Motion by Authority Member Lintner to approve the 2026 Brownfield Redevelopment Authority meeting schedule as follows:

RESOLUTION NO. 2025-03-BRA

**TO ESTABLISH MEETING SCHEDULE FOR
OWOSSO BROWNFIELD REDEVELOPMENT AUTHORITY**

WHEREAS, the Owosso Brownfield Redevelopment Authority recognizes the need for regular meetings to effectively oversee and guide redevelopment projects; and

WHEREAS, quarterly meetings will provide timely opportunities for review and decision making; and

WHEREAS, establishing a regular schedule for meetings will facilitate planning and attendance for all members;

NOW, THEREFORE, BE IT RESOLVED by the Owosso Brownfield Redevelopment Authority that the Authority shall hold quarterly meetings on the second Thursday of the month at Owosso City Hall in Council Chambers. The meeting dates shall be as follows:

- January 8, 2026
- April 9, 2026
- June 11, 2026
- October 8, 2026

Motion supported by Authority Member Dowler and concurred in by unanimous vote.

Motion passes.

BRA #16 Qdoba – Final Reimbursement

Motion by Authority Member Dowler to approve final reimbursement to Southwinds Restaurants, LLC and direct staff to close out the plan upon payment as follows:

RESOLUTION NO. 2025-04-BRA

**AUTHORIZING FINAL BROWNFIELD PAYMENT
FOR QDOBA BROWNFIELD PLAN #16**

WHEREAS, the City of Owosso Brownfield Redevelopment Authority (OBRA) entered into a Brownfield Reimbursement Agreement with Southwind Restaurants, LLC, the developer of the Qdoba project located at 1231 East Main Street, Owosso, Michigan, under Brownfield Plan #16; and

WHEREAS, the City of Owosso backed a Brownfield Redevelopment Loan with the Department of Environment, Great Lakes and Energy in the amount of \$292,963 on March 31, 2021 benefiting Owosso Qdoba and Retail, Project 2016-1259; and

WHEREAS, the OBRA Agreement provides for reimbursement to the developer of eligible activities as defined in Public Act 381 of 1996, as amended, from tax increment revenues captured from the property; and

WHEREAS, tax increment financing (TIF) capture was to pay yearly payments on the Brownfield Redevelopment Loan, however actual TIF capture fell short and the property owner was required to contribute annual contributions to cover the shortfall; and

WHEREAS, the property owner paid off the Brownfield Redevelopment Loan on November 14, 2024, OBRA staff has reviewed the final submitted documentation and determines remaining funds are those of the property owner and need to be returned.

WHEREAS, this payment represents final payment associated with the Qdoba Brownfield Plan, after which the plan will be considered fully satisfied and closed out.

NOW, THEREFORE, BE IT RESOLVED by the Owosso Brownfield Redevelopment Authority as follows:

1. Brownfield Plan #16 (Qdoba) is complete, fully satisfied and closed out.
2. Brownfield Redevelopment Authority Loan (EGLE) has been paid off by the property owner.

3. OBRA authorizes return of funds to Southwind Restaurants LLC in the amount of \$5,962.85.

Motion supported by Authority Member Lintner and concurred in by unanimous vote.

Motion passes.

BRA #17 Cargill – Payment to General Fund

Motion by Authority Member Dowler to approve the following resolution authorizing the interfund payment of \$60,000 from BRA 17 – Cargill to the General Fund and acknowledge the remaining loan balance of \$1,024,125 as follows:

RESOLUTION NO. 2025-05-BRA

**AUTHORIZING AN INTERFUND LOAN PAYMENT FROM
BRA 17 – CARGILL TO THE GENERAL FUND**

WHEREAS, the City of Owosso Brownfield Redevelopment Authority (OBRA) established Brownfield Plan #17 for the Cargill project to facilitate the redevelopment of the property located at 1500 West Oliver Street, Owosso, Michigan; and

WHEREAS, the General Fund previously provided an interfund loan to BRA 17 – Cargill to cover eligible brownfield expenses incurred in connection with the redevelopment project; and WHEREAS, Brownfield tax increment revenues have been collected under Plan #17 and are available for partial repayment of the outstanding interfund loan; and

WHEREAS, it is appropriate to make a transfer from the BRA 17 – Cargill account to the City's General Fund to reduce the outstanding balance of that loan.

NOW, THEREFORE, BE IT RESOLVED by the Owosso Brownfield Redevelopment Authority as follows:

FIRST: The Authority hereby authorizes an interfund payment in the amount of Sixty Thousand Dollars (\$60,000.00) from the BRA 17 – Cargill account to the City of Owosso General Fund.

SECOND: Following this transfer, the remaining outstanding interfund loan balance from the General Fund to BRA 17 – Cargill shall be One Million Twenty-Four Thousand One Hundred Twenty-Five Dollars (\$1,024,125.00).

THIRD: City staff are directed to coordinate with the Finance Department to complete the transfer and record the transaction in accordance with applicable accounting standards and Brownfield program requirements.

Motion supported by Authority Member Lintner and concurred in by unanimous vote.

Motion passes.

PUBLIC COMMENTS:

None.

BOARD COMMENTS:

None.

DRAFT

ADJOURNMENT:

Motion by Authority Member Lintner to adjourn the meeting at 8:05 a.m., supported by Authority Member Lintner, and concurred in by unanimous vote.

Janae L. Fear, Vice Chairwoman

akk