

CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, SEPTEMBER 17, 2012
7:30 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 REGULAR MEETING OF SEPTEMBER 4, 2012:

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

None.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

CONSENT AGENDA

1. Appointment Correction. Correct the appointment of Linda Morovitz to the Shiawassee Area Transportation Agency Board of Directors to reflect a term expiration of October 1, 2015.
2. Change Order – Sidewalk Replacement Contract. Authorize Change Order No. 1 to the 2012 Sidewalk Replacement Program contract with Seifert Construction Co. to add the installation of sidewalks along city-owned lots on Jackson Drive in the amount of \$33,620.00 and authorize payment up to that amount.

3. Purchase Authorization. Authorize purchase of 460 linear feet of 6" ductile iron water main from Glaeser Dawes Corporation in the amount of \$7,070.20.
4. Warrant No. 448. Accept Warrant No. 448 as presented.
5. Check Register. Receive and approve the Check Register for August 2012.

ITEMS OF BUSINESS

1. SEDP Pledge. Consider authorization of a 5-year commitment to the Shiawassee Economic Development Partnership, covering the fiscal years from July 1, 2013 to June 30, 2018 in the amount of \$31,426.00 annually.
2. Additional Engineering Services – Pavement Management. Consider contract with ERES International, Inc. d/b/a Engineering Research International for additional engineering services related to the establishment of a pavement management system for city streets in an amount not to exceed \$60,000.00.

COMMUNICATIONS

1. Charles P. Rau, Building Official. August 2012 Building Department Report.
2. Charles P. Rau, Building Official. August 2012 Code Violations Report.
3. Michael T. Compeau, Public Safety Director. August 2012 Police Report.
4. Michael T. Compeau, Public Safety Director. August 2012 Fire Report.
5. Downtown Development Authority/Main Street. Minutes of August 1, 2012.
6. Downtown Historic District Commission. Minutes of August 15, 2012.
7. Planning Commission. Minutes of August 27, 2012.
8. Parks & Recreation Commission. Minutes of August 27, 2012.
9. Historical Commission. Minutes of August 27, 2012.
10. Historical Commission. Minutes of September 10, 2012.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, October 1, 2012

BOARDS AND COMMISSIONS OPENINGS

Zoning Board of Appeals – Alternate, term expiring June 30, 2013
Shiawassee District Library Board, term expiring June 30, 2016

ADJOURNMENT

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes 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 or calling the following: Amy K. Kirkland, City Clerk, 301 West Main Street, Owosso, MI 48867 or at (989) 725-0500. The City of Owosso Website address is www.ci.owosso.mi.us.

OWOSSO CITY COUNCIL

SEPTEMBER 4, 2012

7:30 P.M.

PRESIDING OFFICER: MAYOR BENJAMIN R. FREDERICK

OPENING PRAYER: GINA MOSKAL
COMMISSIONED LAY MINISTER AT ST PAUL CATHOLIC CHURCH

PLEDGE OF ALLEGIANCE: EDDIE URBAN

PRESENT: Mayor Benjamin R. Frederick, Mayor Pro-Tem Cindy S. Popovitch,
Councilpersons Thomas B. Cook, Michael J. Erfourth, Christopher T.
Eveleth and Burton D. Fox.

ABSENT: Councilperson Loreen F. Bailey.

APPROVE AGENDA

Motion by Councilperson Eveleth to approve the agenda with the following changes:

Move Consent Items 7, 8 & 9 to Items of Business 2, 3 & 4.

Motion supported by Councilperson Erfourth and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF AUGUST 20, 2012

Motion by Councilperson Erfourth to approve the Minutes of the Regular Meeting of August 20, 2012 as presented.

Motion supported by Councilperson Fox and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF SPECIAL MEETING OF AUGUST 29, 2012

Motion by Pro Tem Popovitch to approve the Minutes of the Special Meeting of August 29, 2012 as presented.

Motion supported by Councilperson Choose an item. and concurred in by unanimous vote.

PROCLAMATIONS / SPECIAL PRESENTATIONS

NATIONAL RECOVERY MONTH PROCLAMATION

Mayor Frederick read aloud a proclamation of the Mayor's Office declaring September 2012 as National Recovery Month in the City of Owosso as follows:

**A PROCLAMATION
OF THE MAYOR'S OFFICE OF THE CITY OF OWOSSO, MICHIGAN
PROCLAIMING SEPTEMBER 2012 AS
NATIONAL RECOVERY MONTH IN THE CITY OF OWOSSO**

WHEREAS, behavioral health is essential to health and one's overall wellness; and

WHEREAS, prevention of mental and/or substance use disorder works, treatment is effective, and people recover in our area and around the Nation; and

WHEREAS, the benefits of preventing and overcoming mental and/or substance use disorders are significant and valuable to individuals, families, and the community at large; and

WHEREAS, people in recovery achieve healthy lifestyle, both physical and emotionally, and contribute in positive ways to their communities; and

WHEREAS, we must encourage relatives and friends of people with mental and/or substance use disorders to implement preventative measures, recognize the signs of a problem, and guide those in need to appropriate treatment and recovery support services; and

WHEREAS, in 2012, 2.6 million people received specialty treatment for a substance use disorder and more than 31.3 million adults aged 18 or older received services for mental health problems, according to the 2012 National Survey on Drug Use and Health. Given the serious nature of this public health problem, we must continue to reach the millions more who need help; and

WHEREAS, to help more people achieve and sustain long-term recovery, the U.S. Department of Health and Human Services, the Substance Abuse and Mental Health Services Administration, the White House Office of National Drug Control Policy, and Recovery Network, Inc. invite all residents of the City of Owosso to participate in National Recovery Month and join the Voices for Recovery *"It's Worth It"*

NOW, THEREFORE, I, Benjamin R. Frederick, Mayor of the City of Owosso, Michigan, do hereby proclaim the month of September 2012 as NATIONAL RECOVERY MONTH in the City of Owosso.

Proclaimed this 4th day of September, 2012.

PUBLIC HEARINGS

SPECIAL ASSESSMENT DISTRICT NO. 2012-01 Chipman Street from Main Street to Lynn Street

The public hearing was conducted to receive citizen comment regarding authorization of Resolution No. 5 for Special Assessment District No. 2012-01 for Chipman Street from Main Street to Lynn Street for street reconstruction.

There were no citizen comments.

The following preamble and resolution were offered by Councilperson Eveleth and supported by Councilperson Erfourth:

RESOLUTION NO. 100-2012

DISTRICT NO. 2012-01 CHIPMAN STREET FROM MAIN TO LYNN SPECIAL ASSESSMENT RESOLUTION NO. 5

WHEREAS, the City Council has met, after due and legal notice, and reviewed the special assessment roll prepared for the purpose of defraying the special assessment district's share of the following described public improvement: Chipman Street from Main to Lynn for street reconstruction, and

WHEREAS, there being no one to be heard and after carefully reviewing said special assessment roll the Council deems said special assessment roll to be fair, just and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor in the amount of \$37,614.65 is hereby confirmed and shall be known as Special Assessment Roll No. 2012-01.
2. Said special assessment roll shall be divided into ten (10) equal annual installments, the first of which shall be due and payable on September 4, 2012, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by December 1, 2012.
3. The installments of the special assessment rolls shall bear interest at the rate of 6% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2012 and shall be paid annually on each installment due date.
4. Said special assessment roll 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.

Roll Call Vote.

AYES: Councilperson Erfourth, Pro-Tem Popovitch, Councilpersons Fox, Eveleth, Cook, and Mayor Frederick

NAYS: None.

ABSENT Councilperson Bailey

SPECIAL ASSESSMENT DISTRICT NO. 2012-02 Grace Street from Cedar Street to Lyons Street

The public hearing was conducted to receive citizen comment regarding authorization of Resolution No. 5 for Special Assessment District No. 2012-02 for Grace Street from Cedar Street to Lyons Street for street reconstruction.

The following person commented regarding the proposed assessment:

Jerry Herrick 808 Grace Street questioned who was going to pay to repair his cement driveway that had been broken by a truck that had backed onto it when they were replacing the water lines. The City Manager told him the contractor would be responsible.

The following preamble and resolution were offered by Councilperson Fox and supported by Councilperson Erfourth.

RESOLUTION NO. 101-2012

**DISTRICT NO. 2012-02
GRACE STREET FROM CEDAR TO LYONS
SPECIAL ASSESSMENT RESOLUTION NO. 5**

WHEREAS, the City Council has met, after due and legal notice, and reviewed the special assessment roll prepared for the purpose of defraying the special assessment district's share of the following described public improvement: Grace Street from Cedar to Lyons for street reconstruction, and

WHEREAS, all interested parties were heard and after carefully reviewing said special assessment roll the Council deems said special assessment roll to be fair, just and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor in the amount of \$35,294.16 is hereby confirmed and shall be known as Special Assessment Roll No. 2012-02.
2. Said special assessment roll shall be divided into ten (10) equal annual installments, the first of which shall be due and payable on September 4, 2012, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by December 1, 2012.
3. The installments of the special assessment rolls shall bear interest at the rate of 6% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2012 and shall be paid annually on each installment due date.
4. Said special assessment roll 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.

Roll Call Vote.

AYES: Councilperson Eveleth, Cook, Fox, Erfourth, Pro-Tem Popovitch, Mayor Frederick.

NAYS: None.

ABSENT: Councilperson Bailey.

SPECIAL ASSESSMENT DISTRICT NO. 2012-03 Grand Avenue from Auburndale Avenue to Franklin Avenue

The public hearing was conducted to receive citizen comment regarding authorization of Resolution No. 5 for Special Assessment District No. 2012-03 for Grand Avenue from Auburndale Avenue to Franklin Avenue for street reconstruction.

The following citizen commented regarding the proposed assessment in writing:

Joyce Brenda George, 715 Grand Avenue, sent an e-mail objecting to the special assessment because she felt the amount of the assessment was too high in comparison to the value of her home.

The following preamble and resolution were offered by Councilperson Eveleth and supported by Councilperson Erfourth.

RESOLUTION NO. 102-2012

**DISTRICT NO. 2012-03
GRAND AVENUE FROM AUBURNDALE TO FRANKLIN
SPECIAL ASSESSMENT RESOLUTION NO. 5**

WHEREAS, the City Council has met, after due and legal notice, and reviewed the special assessment roll prepared for the purpose of defraying the special assessment district's share of the following described public improvement: Grand Avenue from Auburndale to Franklin for street reconstruction, and

WHEREAS, all interested parties were heard and after carefully reviewing said special assessment roll the Council deems said special assessment roll to be fair, just and equitable and that each of the

assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor in the amount of \$36,770.56 is hereby confirmed and shall be known as Special Assessment Roll No. 2012-03.
2. Said special assessment roll shall be divided into ten (10) equal annual installments, the first of which shall be due and payable on September 4, 2012, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by December 1, 2012.
3. The installments of the special assessment rolls shall bear interest at the rate of 6% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2012 and shall be paid annually on each installment due date.
4. Said special assessment roll 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.

Roll Call Vote.

AYES: Mayor Pro-Tem Popovitch, Councilpersons Erfourth, Fox, Eveleth, Cook, Mayor Frederick

NAYS: None.

ABSENT: Councilperson Bailey

SPECIAL ASSESSMENT DISTRICT NO. 2012-04 Hickory Street from Exchange Street to Oliver Street

The public hearing was conducted to receive citizen comment regarding authorization of Resolution No. 5 for Special Assessment District No. 2012-04 for Hickory Street from Exchange Street to Oliver Street for street reconstruction.

The following person commented regarding the proposed assessment:

David Chrenka, owner of 401 East Mason Street, expressed concern over where his tenants would park. He doesn't want them to receive tickets. He also inquired about when the construction will begin. The City Manager explained there may be 2 or 3 days they may be unable to get in their driveway. Flyers will be passed out informing them of where to park and they will not receive tickets during that time.

The following preamble and resolution were offered by Councilperson Eveleth and supported by Councilperson Fox.

RESOLUTION NO. 103-2012

**DISTRICT NO. 2012-04
HICKORY STREET FROM EXCHANGE TO OLIVER
SPECIAL ASSESSMENT RESOLUTION NO. 5**

WHEREAS, the City Council has met, after due and legal notice, and reviewed the special assessment roll prepared for the purpose of defraying the special assessment district's share of the following described public improvement: Hickory Street from Exchange to Oliver for street reconstruction, and

WHEREAS, all interested parties were heard and after carefully reviewing said special assessment roll the Council deems said special assessment roll to be fair, just and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor in the amount of \$54,577.98 is hereby confirmed and shall be known as Special Assessment Roll No. 2012-04.
2. Said special assessment roll shall be divided into ten (10) equal annual installments, the first of which shall be due and payable on September 4, 2012, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by December 1, 2012.
3. The installments of the special assessment rolls shall bear interest at the rate of 6% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2012 and shall be paid annually on each installment due date.
4. Said special assessment roll 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.

Roll Call Vote.

AYES: Councilperson Erfourth, Mayor Pro-Tem Popovitch, Councilpersons Cook, Fox, Eveleth, and Mayor Frederick.

NAYS: None.

ABSENT: Councilperson Bailey

SPECIAL ASSESSMENT DISTRICT NO. 2012-06 Oak Street from Oliver Street to its north end

The public hearing was conducted to receive citizen comment regarding authorization of Resolution No. 5 for Special Assessment District No. 2012-06 for Oak Street from Oliver Street to its north end for street reconstruction.

There were no citizen comments.

Councilperson Fox expressed concern with regard to the parking lot at Emerson School and where staff would park. The city manager explained they should only have to park on the street for one day.

The following preamble and resolution were offered by Councilperson Erfourth and supported by Councilperson Eveleth.

RESOLUTION NO. 104-2012

**DISTRICT NO. 2012-06
OAK STREET FROM OLIVER TO ITS NORTH END**

SPECIAL ASSESSMENT RESOLUTION NO. 5

WHEREAS, the City Council has met, after due and legal notice, and reviewed the special assessment roll prepared for the purpose of defraying the special assessment district's share of the following described public improvement: Oak Street from Oliver to its north end for street reconstruction, and

WHEREAS, there being no one to be heard and after carefully reviewing said special assessment roll the Council deems said special assessment roll to be fair, just and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor in the amount of \$7,295.20 is hereby confirmed and shall be known as Special Assessment Roll No. 2012-06.
2. Said special assessment roll shall be divided into ten (10) equal annual installments, the first of which shall be due and payable on September 4, 2012, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by December 1, 2012.
3. The installments of the special assessment rolls shall bear interest at the rate of 6% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2012 and shall be paid annually on each installment due date.
4. Said special assessment roll 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.

Roll Call Vote.

AYES: Councilpersons Eveleth, Fox, Mayor Pro-Tem Popovitch, Councilpersons Cook, Erfourth, and Mayor Frederick.

NAYS: None.

ABSENT: Councilperson Bailey

SPECIAL ASSESSMENT DISTRICT NO. 2012-07 State Street from Main Street to its south end

The public hearing was conducted to receive citizen comment regarding authorization of Resolution No. 5 for Special Assessment District No. 2012-07 for State Street from Main Street to its south end for street reconstruction.

The following person commented in writing regarding the proposed assessment:

John Church, 208 South State Street, sent a letter requesting council take into consideration the commercial traffic and the rental properties on State Street when they approve the amounts of the special assessments.

The following preamble and resolution were offered by Councilperson Fox and supported by Councilperson Erfourth:

RESOLUTION NO. 105-2012

**DISTRICT NO. 2012-07
STATE STREET FROM MAIN TO ITS SOUTH END
SPECIAL ASSESSMENT RESOLUTION NO. 5**

WHEREAS, the City Council has met, after due and legal notice, and reviewed the special assessment roll prepared for the purpose of defraying the special assessment district's share of the following described public improvement: State Street from Main to its south end for street reconstruction, and

WHEREAS, all interested parties were heard and after carefully reviewing said special assessment roll the Council deems said special assessment roll to be fair, just and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor in the amount of \$55,002.31 is hereby confirmed and shall be known as Special Assessment Roll No. 2012-07.
2. Said special assessment roll shall be divided into ten (10) equal annual installments, the first of which shall be due and payable on September 4, 2012, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by December 1, 2012.
3. The installments of the special assessment rolls shall bear interest at the rate of 6% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2012 and shall be paid annually on each installment due date.
4. Said special assessment roll 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.

Roll Call Vote.

AYES: Councilpersons Fox, Mayor Pro-Tem Popovitch, Councilperson Cook, Eveleth, Erfourth, and Mayor Frederick.

NAYS: None.

ABSENT: Councilperson Bailey.

CITIZEN COMMENTS AND QUESTIONS

Eddie Urban, 601 Glenwood Ave. relayed information that a young man had approached him about a disc golf course in the city.

Mayor Frederick explained that there is a proposal and fundraising for a disc golf course at Rosevear Park.

Mayor Frederick invited everyone to the Seventh Annual Owosso Kiwanis Club Invitational at the Chesaning golf course for the benefit of children's charities, on Tuesday, September 18th from Noon-6 p.m. The cost is \$85 per golfer with a less expensive dinner only option.

Councilperson Erfourth announced he entered the ultimate Spartan Challenge to support Ele's place (a place for grieving children) in Lansing and Ann Arbor. It is \$5 per vote. Those interested in donating would need to go online to Ele's place or the Ultimate Spartan Challenge. He would appreciate any support.

Councilperson Cook endorsed Ele's place as being a great charity.

CITY MANAGER REPORT

City Manager Crawford reported on the North Street culvert showing signs of deterioration. The city will be putting a 5 ton weight limit sign at the bridge and will direct vehicles to the center. A plan to make repairs on the Main Street Bridge is being developed. He also reported an engineer is working on possible signage changes for South Washington Street between Corunna Avenue and Gute Street.

City Manager Crawford went on to briefly discuss the following items:

- Firefighter wellness program – the city is working with Memorial Healthcare to develop an individual plan for each Firefighter so that all should be able to pass the National Fire Protection Association Standards by October 2013.
- The city is still waiting on the information from Shiawassee County Central dispatch, it should be forth coming in a few days.
- Tree Planting Program-there is a bid out for 50 trees to plant in various locations in the City during October.
- Some work has been done on the utility billing and payment revision and there may have a revised policy at the next meeting.
- He is checking on the possibility of purchasing natural gas from another supplier.
- The Police Department's Public Safety Academy begins on September 6th.
- The Finalized documents for the phone system arrived today.
- The bridge inspections in the city have been completed and all bridges passed.
- He also spoke about Michigan Act 451 of 1994 as amended it adds the following with regard to burning. The DEQ has the right to issue additional regulation with regard to burning. It changes very little of the City's ordinance, allows recreational fires. As he understands it there is not much that you can burn other than newspapers, office paper and junk mail in an approved container. Even though the state law requires a warning for its first offense city ordinance doesn't require a warning and a person can be issued a citation under the city ordinance not the state law.

There was council discussion regarding the pedestrian traffic and safety concerns on South Washington Street, DEQ permissions for the splash pad and the State law regarding opening burning.

CONSENT AGENDA

Motion by Councilperson Eveleth to approve the Consent Agenda as follows:

Boards & Commissions Appointment. Approve the Mayoral appointment of Linda Morovitz to the SATA Board of Directors to fill the unexpired term of G. Martenis ending October 1, 2014.

Lebowsky Center Interior Construction Kick-off Permission. Approve the application of Kit Kuhlman on behalf of the Owosso Community Players for the use of South Park Street from Main Street to Comstock Street from 8:00 p.m. October 4, 2012 until 8:00 a.m. October 5, 2012 for a fund raising event marking the beginning of interior construction at the Lebowsky Center and further approve Traffic Control Order No. 1278 formalizing the request.

Traffic Control Order No. 1279. Approve Traffic Control Order No. 1279 authorizing a loading/unloading zone on the north side of Main Street in the first parking space east of Water Street.

Bid Award – Sale of Used Equipment. Authorize bid award to Ovid Iron & Metal for the sale of one 1992 Dodge Ram pickup, VIN # 1B7HE16X1NS680646, in the amount of \$506.00 as follows:

RESOLUTION NO. 106-2012

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR
SALE OF RETIRED WORK PICKUP WITH
OVID IRON & METAL, INC.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has established a purchasing cycle to maintain a healthy work vehicle fleet; and

WHEREAS, as a part of this purchasing cycle older vehicles are retired and sold to the highest bidder; and

WHEREAS, a bid solicitation was advertised and a responsive bid was received from Ovid Iron & Metal, Inc.

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 sell one 1992 Dodge Ram pickup, VIN # 1B7HE16X1NS680646, in the amount of \$506.00 to Ovid Iron & Metal, Inc..

SECOND: The city clerk is instructed and authorized to execute appropriate documents to complete the sale.

Bid Award – Sale of Used Equipment. Authorize bid award to Ovid Iron & Metal for the sale of one 1996 International Dump Truck, VIN # 1HTGCAAR9TH282415, in the amount of \$2,771.00 as follows:

RESOLUTION NO. 107-2012

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR
SALE OF RETIRED DUMP TRUCK WITH
OVID IRON & METAL, INC.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has established a purchasing cycle to maintain a healthy work vehicle fleet; and

WHEREAS, as a part of this purchasing cycle older vehicles are retired and sold to the highest bidder; and

WHEREAS, a bid solicitation was advertised and a responsive bid was received from Ovid Iron & Metal, Inc.

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 sell one 1996 International Dump Truck, VIN # 1HTGCAAR9TH282415, in the amount of \$2,771.00 to Ovid Iron & Metal, Inc..

SECOND: The city clerk is instructed and authorized to execute appropriate documents to complete the sale.

Bid Award – Sale of Used Equipment. Authorize bid award to Jeff Luft for the sale of one 1994 GMC Sierra pickup, VIN # 1GCGK24K6RE294813, in the amount of \$302.94 as follows:

RESOLUTION NO. 108-2012

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR
SALE OF RETIRED WORK TRUCK WITH
JEFFREY LUFT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has established a purchasing cycle to maintain a healthy work vehicle fleet; and

WHEREAS, as a part of this purchasing cycle older vehicles are retired and sold to the highest bidder; and

WHEREAS, a bid solicitation was advertised and a responsive bid was received from Jeffrey Luft.

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 sell one 1994 GMC Sierra pickup, VIN # 1GCGK24K6RE294813, in the amount of \$302.94 to Jeffrey Luft.

SECOND: The city clerk is instructed and authorized to execute appropriate documents to complete the sale.

Bid Award – 2012 Street Paving Program. This item was moved to Items of Business.

Bid Award - Police Vehicles. This item was moved to Items of Business.

Bid Award – Road Salt. This item was moved to Items of Business.

Motion supported by Councilperson Erfourth.

Roll Call Vote.

AYES: Councilperson Fox, Erfourth, Cook, Eveleth, Pro-Tem Popovitch, and Mayor Frederick.

NAYS: None

ABSENT: Councilperson Bailey

ITEMS OF BUSINESS

PROPERTY SALE – 1409 WEST MAIN STREET

There was a discussion between Council, Community Development Director Adam Zettel, and Shiawassee Homebuilders' Association President, Jerry Meyer.

Motion by Councilperson Erfourth to authorize the twenty-one (21) day posting period for sale of city owned property located at 1409 West Main Street to the Shiawassee Homebuilders' Association in the amount of \$1.00 with covenants as follows:

RESOLUTION NO. 109-2012

**AUTHORIZING 21-DAY POSTING OF
PURCHASE AGREEMENT FOR THE SALE OF
CITY-OWNED PROPERTY AT 1409 WEST MAIN STREET**

WHEREAS, the city was deeded, via a donation from Wells Fargo Bank, a parcel of real property with a single family structure, located at 1409 West Main Street, and described as follows;

LOT 7 BLK 15 CITY ASSESSORS PLAT 3

and

WHEREAS, the city council directed staff to find an appropriate avenue for the rehabilitation and transfer of the property back onto the market; and

WHEREAS, after exploring alternatives, city staff engaged the Shiawassee Homebuilder's Association (SHA) to rehabilitate the house; and

WHEREAS, the SHA is a local non-profit organization whose professional members are uniquely suited to undertaking such a project without any additional assistance, subsidy, or intervention by the city; and

WHEREAS, the rehabilitation, operation, and sales costs for the structure effectively eliminate any exchange value of the property; and

WHEREAS, the city's Disposition of City-Owned Real Property permits a negotiated sale to such an entity when the property "is to be developed in a manner that would satisfy a long term objective of the city" as long as "the objectives of the city are protected by the sale agreement."

NOW THEREFORE BE IT RESOLVED by the city council of the city of Owosso, Michigan that:

1. The purchase agreement for the property described above be placed on file in the clerk's office and posted for the requisite 21-day period to allow for citizen comment.*
2. The agreement be returned to council at the meeting of October 1, 2012 for potential final disposition.

Motion supported by Councilperson Fox Choose an item.

Roll Call Vote.

AYES: Councilpersons Erfourth, Cook, Eveleth, Mayor Pro-Tem Popovitch, Councilperson Fox and Mayor Frederick.

NAYS: None.

ABSENT: Councilperson Bailey.

* Due to its length the full agreement is not included here. Full text of the proposed agreement is on file in the Clerk's Office.

BID AWARD – 2012 STREET PAVING PROGRAM

Motion by Councilperson Fox to authorize the bid award to Michigan Paving and Materials Company for the 2012 Street Paving Program in the amount of \$543,208.90 as follows:

RESOLUTION NO. 110-2012

**AUTHORIZING THE EXECUTION OF A CONTRACT FOR
THE 2012 STREET PAVING PROGRAM
WITH MICHIGAN PAVING AND MATERIALS COMPANY**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that the surfaces of South Chipman Street from Main Street to Lynn Street, State Street from Main Street to its south end, Grace Street from Cedar Street to Lyons Street, Hickory Street from Exchange Street to Oliver Street, Grand Avenue from Auburndale Avenue to Franklin Avenue, Oak Street from Oliver Street to its north end, North Chipman Street from Beehler Street to Harding Street, the parking lot on State Street, and the intersection of Oliver and Gould Streets have deteriorated and that replacement is advisable, necessary and in the public interest; and

WHEREAS, the City of Owosso sought bids for milling and asphalt resurfacing of the above mentioned locations as part of the 2012 Street Paving Program; a bid was received from Michigan Paving and Materials Company, and it is hereby determined that Michigan Paving and Materials Company is qualified to provide such services and that it has submitted the lowest responsible and responsive bid; and

WHEREAS, public hearings will be held on September 4, 2012 regarding certain streets that are a part of the said bid; and

WHEREAS, it is acknowledged that adjustments may be made to the contract as a result of those hearings.

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 employ Michigan Paving and Materials Company for milling and asphalt resurfacing services for numerous locations within the City as part of the 2012 Street Paving Program.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached as Exhibit A,* Contract for Services Between the City of Owosso, Michigan and Michigan Paving and Materials Company in the amount of \$543,208.90, contingent upon approval of all streets to be specially assessed.
- THIRD: The above expenses shall be paid from the proceeds of the 2010 General Obligation Unlimited Tax Bonds.

Motion supported by Councilperson Erfourth.

Roll Call Vote.

AYES: Councilperson Erfourth, Mayor Pro-Tem Popovitch, Councilpersons Fox, Eveleth, Cook and Mayor Frederick.

NAYS: None.

ABSENT: Councilperson Bailey.

*Due to its length Exhibit A is not printed here. Full copies of this item are available in the Clerk's Office.

BID AWARD - POLICE VEHICLES

Councilperson Fox questioned the percentage of the advantage that local bidders receive. He determined even with the 3% Shiawassee County advantage Shaheen Chevrolet was the lowest bidder.

Motion by Councilperson Fox to approve the resolution authorizing the purchase of two 2013 Chevrolet Impala police vehicles from Shaheen Chevrolet, Inc. in the amount of \$41,045.82 as follows:

RESOLUTION NO. 111-2012

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR
PURCHASE OF POLICE VEHICLES WITH SHAHEEN CHEVROLET, INC.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has police department requiring the use of police vehicles; and

WHEREAS, the City of Owosso received a bid from Shaheen Chevrolet, Inc., the State of Michigan contract holder for police patrol vehicles; and it is hereby determined that Shaheen Chevrolet, Inc. is qualified to provide such vehicles and that it has submitted the lowest responsive bid;

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to purchase two 2013 Chevrolet Impala police vehicles from Shaheen Chevrolet, Inc. at a cost to the City of Owosso of \$41,045.82.
- 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 Shaheen Chevrolet, Inc.
- THIRD: Authorize payment to Shaheen Chevrolet, Inc. in the amount of \$41,045.82 upon delivery of the police vehicles.
- FOURTH: The above expenses shall be paid from the Police Division Capital Outlay fund 101-300-978000.

Motion supported by Councilperson Eveleth.

Roll Call Vote.

AYES: Councilpersons Eveleth, Cook, Fox, Erfourth, Mayor Pro-Tem Popovitch, and Mayor Frederick.

NAYS: None.

ABSENT: Councilperson Bailey

BID AWARD – ROAD SALT

There was a discussion by council on the road salt, the amount and the shipping costs.

Motion by Councilperson Eveleth to waive competitive bidding requirements, authorize the purchase of salt for the 2012-2013 winter salt supply through the State of Michigan Road Salt Contract with the Detroit Salt Company, LLC for 1,800 tons of salt at \$51.80 per ton and approve payment up to the contract amount as follows:

RESOLUTION NO. 112-2012

**RESOLUTION AUTHORIZING THE EXECUTION OF
A PURCHASE ORDER WITH
THE DETROIT SALT COMPANY, LLC
FOR THE WINTER SUPPLY OF ROAD SALT**

WHEREAS, the City of Owosso has a duty to keep its streets safe during the winter months; and

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

WHEREAS, in order to obtain the best price it is in the best interest of the City of Owosso to waive competitive bidding requirements and utilize the state wide purchasing contract for purchasing road salt, held by The Detroit Salt Company, LLC at \$51.80 per ton of salt.

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 purchase 1800 tons of road salt from the Detroit Salt Company, LLC.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached as Exhibit A, Contract for Purchase Between the City of Owosso, Michigan and The Detroit Salt Company, LLC. in the amount of \$93,240.00.

THIRD: The above expenses shall be paid from the Local and Major Street Fund.

Motion supported by Councilperson Erfourth.

Roll Call Vote.

AYES: Mayor Pro-Tem Popovitch, Councilpersons Erfourth, Fox, Eveleth, Cook, and Mayor Frederick.

NAYS: None.

ABSENT: Councilperson Bailey.

COMMUNICATIONS

Downtown Historic District Commission. Minutes of August 15, 2012.

Zoning Board of Appeals. Minutes of August 21, 2012.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke, 118 South Washington Street, commented on how good the downtown is looking and the new businesses there. He also commented on the hundreds of bikes in town on Friday and Saturday nights. He is hoping for signage on the street for bicycles to slow down and to keep them safer.

Eddie Urban, 601 Glenwood, commented on a picture of his brother at school and learning the construction trade.

Pro-Tem Popovitch complimented Housing Director Sarah Riley and Community Development Director Adam Zettel for their work on the 1409 West Main Street by finding a great solution with another local organization to better the community.

Councilperson Fox commented on the receiving complaints about the bicyclists leaving the Westown area not obeying the laws. He is concerned if they are hit by a car it could be their fault but the driver would have to live with it.

Mayor Frederick invited everyone to the Unity and Remembrance Picnic at Fayette Square on Tuesday, September 11th at 6 p.m. and the short service following at 7 p.m. at Christ Episcopal. He also complimented Public Safety Director Compeau and Community Development Director Adam Zettel on the traffic control order for the loading and unloading spot for Security Alarm/Radio Shack and for finding solutions to long standing concerns.

NEXT MEETING

Monday, September 17, 2012

BOARDS AND COMMISSIONS OPENINGS

Zoning Board of Appeals – Alternate, term expiring June 30, 2013
Shiawassee District Library Board, term expiring June 30, 2016

ADJOURNMENT

Motion by Councilperson Eveleth for adjournment at 8:33 p.m.

Motion supported by Councilperson Fox and concurred in by unanimous vote.

Benjamin R. Frederick, Mayor

Roxane Cramer, Recording Secretary



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

MEMORANDUM

DATE: September 10, 2012
TO: City Council
FROM: Amy K. Kirkland
City Clerk
RE: Appointment Correction

At the September 4th meeting Council approved the appointment of Linda Morovitz to the SATA Board of Directors to fill the unexpired term of Gary Martenis ending in 2014. Since that time it has come to our attention there is a discrepancy between our records and that of SATA as to when her term should expire. We are deferring to SATA's records in this case and as such Ms. Morovitz's term expiration needs to be corrected from October 1, 2014 to October 1, 2015.



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

MEMORANDUM

DATE: September 17, 2012

TO: Owosso City Council

FROM: Mark A. Sedlak, Director of Public Works

RE: Request for Change Order #1 for the 2012 Sidewalk Project

Seifert Construction Co. of Ashley has been contracted for the 2012 Sidewalk Replacement Program. This program replaces small sections of residential sidewalk that have been raised by tree roots, or are substandard in one way or another. While not originally included in this years' program the residents of Jackson Drive have approached the City requesting the installation of the remaining sidewalks along their street as required by the Osburn Lakes Master Deed. Additional materials and lawn restoration will be required to install sidewalk on these city-owned lots on Jackson Drive. This work will be funded by the Major and Local Street Maintenance Fund.

We recommend Council approve Change Order No. 1 to the 2012 Sidewalk Replacement Program Bid with Seifert Construction Co. for additional sidewalk installation along Jackson Drive in the amount of \$33,620.00.

RESOLUTION NO.

**AUTHORIZING A CHANGE ORDER
TO THE CONTRACT WITH
SEIFERT CONSTRUCTION COMPANY
FOR THE 2012 SIDEWALK REPLACEMENT PROJECT**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with Seifert Construction Company on July 2, 2012 for the 2012 Sidewalk Replacement Project bid; and

WHEREAS, the City is required to install sidewalks on all lots along Jackson Drive; and

WHEREAS, despite the fact many of the lots are empty the residents of Jackson Drive have requested the City complete the installation this year in an effort to make the neighborhood more walkable; and

WHEREAS, additional materials and lawn restoration will be required for the installation of sidewalks on city-owned lots along Jackson Drive.

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

- FIRST: The City of Owosso amends the contract with Seifert Construction Company to add additional work to their contract.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Exhibit B, Amendment to the Contract for services between the City of Owosso and Seifert Construction Company increasing the total amount by \$33,620.00.
- THIRD: The above expenses shall be paid from the Major and Local Street Maintenance Fund.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO,
SHIAWASSEE COUNTY, MICHIGAN THIS 17th DAY OF SEPTEMBER, 2012.

Benjamin R. Frederick, Mayor

Amy K. Kirkland, City Clerk

**CITY OF OWOSSO
CONTRACT CHANGE ORDER NO. 1**

Page 1 of 1

TO: Seifert Construction

Date: 9/11/2012

CONTRACT: 2012 SIDEWALK PROJECT

PROJECT NO.: _____

You are hereby requested to comply with the following changes from the contract plans and specifications:

| 1 Item No. | 2 Description of Changes - Quantities, Units, Unit Prices, Change in Completion Schedule, Etc. | 3 Decrease Contract Price | 4 Increase Contract Price |
|---------------------|--|---------------------------------|---------------------------------|
| New Item | Finish installing sidewalks on city-owned lots on Jackson Drive | | |
| 5 | (+9200 SFT of 4" Sidewalk @ \$3.25/SFT) | | \$29,900.00 |
| 6 | (+4650 SFT of 4" Lawn Restoration @ \$.80/SFT) | | \$3,720.00 |
| | Change in contract price due to this Change Order | | |
| | Total Decrease | \$0.00 | |
| | Total Increase | XXXXXXXXXXXXXX | \$33,620.00 |
| | Difference between Co. 3 & 4 | | |
| | Net INCREASED contract price | | \$33,620.00 |

| | |
|--|--------------|
| Original Contract Price: | \$ 24,850.00 |
| Total Net Addition or Deduction by previous C.O. No. | \$ - |
| Total Amount of Contract Prior to this Change Order: 1 | \$ 24,850.00 |
| Net Addition or Deduction this Change Order No.: | \$ 33,620.00 |
| Net Amount of Contract to date: | \$ 58,470.00 |

This time provided for completion in contract is increased by 15 calendar days.

This document shall become an amendment to the contract and all provisions of the contract will apply hereto.

Recommended by: _____

Approved by: _____

Accepted by: _____



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

MEMORANDUM

DATE: For September 17, 2012 Council Agenda
TO: Owosso City Council
FROM: Gary Burk, Utilities Director

RE: **6" Class 52 Ductile Iron Water Main Purchase**
Glaeser Dawes Corporation – Water Main Installation Contract
460 LF at \$15.37 = \$7,070.20

Glaeser Dawes Corporation had pipe left over from this summer's water main installation contract for which they ordered a full truckload quantity to obtain optimum pipe pricing. They have offered the pipe to the City at their cost of \$15.37 per foot as they currently do not have a project using that pipe specification and to avoid handling and restocking charges.

The City routinely maintains an inventory of 6 inch ductile iron pipe for smaller water main projects and pipe repairs to be accomplished by our water crew. Our inventory is currently depleted. The purchase from Glaeser Dawes would provide a modest inventory level at current market costs for ductile iron water main without having to purchase a full truckload quantity (about 2600 feet or about \$40,000) that is normally required to obtain the lowest per foot cost.

We have obtained the following alternate price quotations from competitive pipe suppliers. Etna's price reflects having the specified pipe on hand in Grand Rapids, but they advise that pricing will likely increase with their next order. Michigan Pipe & Valve does not have the specified pipe on hand and their price reflects the latest round of price increases.

| | |
|---------------------------------|------------------|
| Glaeser Dawes | \$15.37 per foot |
| Etna Supply | \$16.00 per foot |
| Michigan Pipe & Valve, Flushing | \$18.25 per foot |

I recommend Council approval of the purchase of 460 LF of 6" Class 52 ductile iron water main from the Glaeser Dawes Corporation for a total amount of \$7,070.20.

GMB

RESOLUTION NO. _____

**AUTHORIZING THE PURCHASE OF 460 FEET OF CLASS 52 DUCTILE IRON
WATER MAIN FROM THE GLAESER DAWES CORPORATION**

WHEREAS, Glaeser Dawes Corporation had 460 feet of 6 inch water main remaining after the completion of the 2012 water main installation contract and proposes to sell said water main to the City at their direct cost of \$15.37 per foot, and

WHEREAS, the City of Owosso, Shiawassee County, Michigan, routinely uses and maintains an inventory of 6 inch ductile iron water main, said inventory being currently below normal stocking level, and

WHEREAS, the City of Owosso obtained 2 alternate competitive quotations which were higher than the price quoted by Glaeser Dawes,

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

- FIRST: The City of Owosso has obtained three quotations for 6 inch ductile iron water main with the lowest unit cost being from Glaeser Dawes Corporation.
- SECOND: The city of Owosso has heretofore determined that it is advisable and in the public interest to purchase 460 feet of 6 inch ductile iron water main from the Glaeser Dawes Corporation.
- THIRD: The purchase contract shall be in the form of a City Purchase Order.
- FOURTH: The above pipe purchase shall be paid from the 2012-13 Water Fund Budget.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO,
SHIAWASSEE COUNTY, MICHIGAN THIS 17th DAY OF SEPTEMBER, 2012.

Amy K. Kirkland, City Clerk



WARRANT 448

September 12, 2012

| Vendor | Description | Fund | Amount |
|---|--|------------------------------|--------------------|
| Miller, Canfield, Paddock and Stone PLC | Professional Services-\$3,800,000 Water Supply System Revenue Refunding Bond, Series 2012 | Water | \$19,000.00 |
| Brown & Stewart, PC | Professional Services-August 13, 2012 – September 10, 2012 | General | \$ 9,632.94 |
| Michigan Municipal League | Annual Membership-October 1, 2012 – September 30, 2013 | General | \$ 5,520.00 |
| ERES International Inc | Pavement Condition Survey-Payment for Professional Services-for the period of April 30, 2012 – August 31, 2012 | Street Improvement Bond Fund | \$15,379.56 |
| TOTAL | | | \$49,532.50 |

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 08/01/2012 - 08/31/2012

| Check Date | Bank | Check | Vendor Name | Description | Amount |
|-----------------------------------|------|--------|--------------------------|-----------------------------------|-----------|
| Bank 1 GENERAL FUND (POOLED CASH) | | | | | |
| 08/08/2012 | 1 | 119032 | SUTPHEN JAMES | UB refund for account: 4707890002 | \$ 30.52 |
| 08/08/2012 | 1 | 119033 | HANDL HENRY | UB refund for account: 5468570004 | \$ 65.61 |
| 08/08/2012 | 1 | 119034 | REO UTILITIES | UB refund for account: 3881570003 | \$ 67.23 |
| 08/08/2012 | 1 | 119035 | BLIGHT SUE | UB refund for account: 3810070002 | \$ 13.19 |
| 08/08/2012 | 1 | 119036 | REARICK SHARON | UB refund for account: 1940500001 | \$ 185.42 |
| 08/08/2012 | 1 | 119037 | MALLORY JANICE | UB refund for account: 5840570004 | \$ 49.53 |
| 08/08/2012 | 1 | 119038 | WIROSTEK MARIE | UB refund for account: 1432120003 | \$ 63.65 |
| 08/08/2012 | 1 | 119039 | THOMPSON LORI | UB refund for account: 2194890006 | \$ 10.76 |
| 08/08/2012 | 1 | 119040 | EDGAR GEORGE | UB refund for account: 5839070002 | \$ 63.65 |
| 08/08/2012 | 1 | 119041 | NANCY K BARNES | ELECTION | \$ 195.00 |
| 08/08/2012 | 1 | 119042 | CATHERINE BAUMGARDNER | ELECTION | \$ 175.00 |
| 08/08/2012 | 1 | 119043 | CAROL BEMIS | ELECTION | \$ 95.00 |
| 08/08/2012 | 1 | 119044 | HANORA WEEKS BIGNALL | ELECTION | \$ 175.00 |
| 08/08/2012 | 1 | 119045 | JERRY BUCHHOLZ | ELECTION | \$ 205.00 |
| 08/08/2012 | 1 | 119046 | JUNE BUCHHOLZ | ELECTION | \$ 175.00 |
| 08/08/2012 | 1 | 119047 | SHARON BUTCHER | ELECTION | \$ 170.00 |
| 08/08/2012 | 1 | 119048 | LEOMA CASTLE | ELECTION | \$ 90.00 |
| 08/08/2012 | 1 | 119049 | SHELLEY COOK | ELECTION | \$ 35.00 |
| 08/08/2012 | 1 | 119050 | ROSE CRAFT | ELECTION | \$ 175.00 |
| 08/08/2012 | 1 | 119051 | FREDERICK DIBEAN | ELECTION | \$ 35.00 |
| 08/08/2012 | 1 | 119052 | JOHN FORBES | ELECTION | \$ 175.00 |
| 08/08/2012 | 1 | 119053 | JUNE GARNER | ELECTION | \$ 175.00 |
| 08/08/2012 | 1 | 119054 | NANCY L GILBERT | ELECTION | \$ 195.00 |
| 08/08/2012 | 1 | 119055 | IRENE GRAFF | ELECTION | \$ 175.00 |
| 08/08/2012 | 1 | 119056 | LINDA SUE HARRIS | ELECTION | \$ 180.00 |
| 08/08/2012 | 1 | 119057 | CLIFFORD DANA HORN | ELECTION | \$ 175.00 |
| 08/08/2012 | 1 | 119058 | BONNIE IRBY | ELECTION | \$ 180.00 |
| 08/08/2012 | 1 | 119059 | MICHAEL KALAT | ELECTION | \$ 175.00 |
| 08/08/2012 | 1 | 119060 | MEREDITH KEATING | ELECTION | \$ 360.00 |
| 08/08/2012 | 1 | 119061 | DAVID KENNEY | ELECTION | \$ 180.00 |
| 08/08/2012 | 1 | 119062 | LINDA KENNEY | ELECTION | \$ 180.00 |
| 08/08/2012 | 1 | 119063 | BRADLEY KIRKLAND | ELECTION | \$ 190.00 |
| 08/08/2012 | 1 | 119064 | PATRICIA KOHAGEN | ELECTION | \$ 30.00 |
| 08/08/2012 | 1 | 119065 | GAIL LOVE | ELECTION | \$ 190.00 |
| 08/08/2012 | 1 | 119066 | MARY MORDEN | ELECTION | \$ 90.00 |
| 08/08/2012 | 1 | 119067 | NANCY NICHOLAS | ELECTION | \$ 195.00 |
| 08/08/2012 | 1 | 119068 | ALICE PETERSON | ELECTION | \$ 180.00 |
| 08/08/2012 | 1 | 119069 | MARIELLEN PETO | ELECTION | \$ 170.00 |
| 08/08/2012 | 1 | 119070 | GERALDINE MARGARET RAMOS | ELECTION | \$ 35.00 |

| | | | | | | |
|------------|---|--------|-------------------------------------|--|----|-----------|
| 08/08/2012 | 1 | 119071 | CANDACE REINWALD | ELECTION | \$ | 105.00 |
| 08/08/2012 | 1 | 119072 | EUSTASIA REYNA | ELECTION | \$ | 175.00 |
| 08/08/2012 | 1 | 119073 | BERNETTE ROE | ELECTION | \$ | 95.00 |
| 08/08/2012 | 1 | 119074 | PATRICIA SANDERS | ELECTION | \$ | 175.00 |
| 08/08/2012 | 1 | 119075 | CHELSEA SCOTT | ELECTION | \$ | 170.00 |
| 08/08/2012 | 1 | 119076 | JUDY SENK | ELECTION | \$ | 180.00 |
| 08/08/2012 | 1 | 119077 | ELAINE SHEPARD | ELECTION | \$ | 175.00 |
| 08/08/2012 | 1 | 119078 | KATHY SNOW | ELECTION | \$ | 175.00 |
| 08/08/2012 | 1 | 119079 | MARGARET SOWLE | ELECTION | \$ | 190.00 |
| 08/08/2012 | 1 | 119080 | LINDA STASA | ELECTION | \$ | 180.00 |
| 08/08/2012 | 1 | 119081 | MILAN STASA | ELECTION | \$ | 175.00 |
| 08/08/2012 | 1 | 119082 | ROSEMARY STEAVENS | ELECTION | \$ | 180.00 |
| 08/08/2012 | 1 | 119083 | JERI STECK | ELECTION | \$ | 175.00 |
| 08/08/2012 | 1 | 119084 | ROANN WARNER | ELECTION | \$ | 5.00 |
| 08/08/2012 | 1 | 119085 | GEORGE WELTE | ELECTION | \$ | 200.00 |
| 08/08/2012 | 1 | 119086 | DEBRA WHIPPLE | ELECTION | \$ | 170.00 |
| 08/08/2012 | 1 | 119087 | BARBARA WHITE | ELECTION | \$ | 170.00 |
| 08/08/2012 | 1 | 119088 | FRANCES WIEGEL | ELECTION | \$ | 190.00 |
| 08/08/2012 | 1 | 119089 | DONALD WILLIAMS JR | ELECTION | \$ | 170.00 |
| 08/08/2012 | 1 | 119090 | JANET WILLIAMS | ELECTION | \$ | 170.00 |
| 08/08/2012 | 1 | 119091 | SHIRLEY WILLIAMS | ELECTION | \$ | 170.00 |
| 08/09/2012 | 1 | 119092 | 123.NET | IT-JULY 2012 SERVICE | \$ | 32.00 |
| 08/09/2012 | 1 | 119093 | ACCUMED BILLING INC | AMBULANCE BILLING SERVICES & STATE REPOR | \$ | 3,646.98 |
| 08/09/2012 | 1 | 119094 | INTERSTATE BILLING SERVICES INC | FLEET-PARTS FOR #344 | \$ | 863.14 |
| 08/09/2012 | 1 | 119095 | ARBORICULTURE SOCIETY OF MICHIGAN | SUMMERCON 2012-BILL BROOKS | \$ | 60.00 |
| 08/09/2012 | 1 | 119096 | THE ARGUS PRESS | JULY 2012 SERVICES | \$ | 255.64 |
| 08/09/2012 | 1 | 119097 | KENNY ARNETT | REIMBURSEMENT | \$ | 808.83 |
| 08/09/2012 | 1 | 119098 | B S & A SOFTWARE | FINANCE-FUND ACCT 1-R PRITCHETT | \$ | 11,185.00 |
| 08/09/2012 | 1 | 119099 | BIOTRAID ENVIRONMENTAL INC | WWTP-VAPOR SCENT | \$ | 441.00 |
| 08/09/2012 | 1 | 119100 | HEATHER D BROOKS | INVENTORY-CHILDREN PLAYING SIGNS (6) | \$ | 425.00 |
| 08/09/2012 | 1 | 119101 | WILLIAM J BROOKS | REIMBURSEMENT | \$ | 850.00 |
| 08/09/2012 | 1 | 119102 | PAUL S CAMERON | REIMBURSEMENT | \$ | 30.00 |
| 08/09/2012 | 1 | 119103 | CANON FINANCIAL SERVICES INC | REFUND-050-900-610-80384 | \$ | 25.95 |
| 08/09/2012 | 1 | 119104 | STEPHEN CHAPKO II | REIMBURSEMENT | \$ | 20.00 |
| 08/09/2012 | 1 | 119105 | DAVE COLLARD MASONRY & CONCRETE, IN | REPAIR BROKEN CURB | \$ | 410.00 |
| 08/09/2012 | 1 | 119106 | COMMERCIAL BLUEPRINT, INC. | DPW-INK JET BOND | \$ | 272.88 |
| 08/09/2012 | 1 | 119107 | CONSUMERS ENERGY | JULY 2012-TRAFFIC LIGHTS | \$ | 18,211.51 |
| 08/09/2012 | 1 | 119108 | CRAIG, JUDY ELAINE | COURIER SERVICES | \$ | 189.00 |
| 08/09/2012 | 1 | 119109 | D & D TRUCK & TRAILER PARTS | WWTP-AIR VALVE | \$ | 172.16 |
| 08/09/2012 | 1 | 119110 | D & G EQUIPMENT INC | FLEET-PARTS | \$ | 1,646.86 |
| 08/09/2012 | 1 | 119111 | EMERGENCY VEHICLE SERVICES INC | OFD-SUPPLIES | \$ | 88.00 |
| 08/09/2012 | 1 | 119112 | EMPLOYEE BENEFIT CONCEPTS INC | HR-AUGUST 2012 ADMIN FEE | \$ | 100.00 |
| 08/09/2012 | 1 | 119113 | FEDEX | WWTP-SHIPPING FOR LAB SAMPLES | \$ | 12.68 |
| 08/09/2012 | 1 | 119114 | FIRST DUE FIRE SUPPLY | OFD-TURN OUT GEAR- RUCINSKI | \$ | 1,861.60 |
| 08/09/2012 | 1 | 119115 | TODD FOLLEN | REIMBURSEMENT | \$ | 14.00 |

| | | | | | | |
|------------|---|--------|-------------------------------------|--|----|----------|
| 08/09/2012 | 1 | 119116 | FRONTIER | JULY 2012-725-5000 | \$ | 811.12 |
| 08/09/2012 | 1 | 119117 | GILBERT'S TRUE VALUE HARDWARE | PARKS-KEYS | \$ | 372.68 |
| 08/09/2012 | 1 | 119118 | GRAYMONT CAPITAL INC | WTP-QUICKLIME-47.3/TONS | \$ | 6,432.80 |
| 08/09/2012 | 1 | 119119 | GRAYMONT CAPITAL INC | WWTP-QUICKLIME-BALANCE OF INVOICE | \$ | 100.00 |
| 08/09/2012 | 1 | 119120 | BRADLEY E GROLL | REIMBURSEMENT | \$ | 15.00 |
| 08/09/2012 | 1 | 119121 | HALLIGAN ELECTRIC INC | WTP-HINTZ WELL TROUBLESHOOTING | \$ | 79.00 |
| 08/09/2012 | 1 | 119122 | HI QUALITY GLASS, INC | OFD-STONE CHIP REPAIR | \$ | 30.00 |
| 08/09/2012 | 1 | 119123 | INDEPENDENT STATIONERS | DPW-COPIER PAPER | \$ | 162.91 |
| 08/09/2012 | 1 | 119124 | J & B MEDICAL SUPPLY INC | OFD-AMBULANCE MEDICAL SUPPLIES | \$ | 1,468.47 |
| 08/09/2012 | 1 | 119125 | LAMPHERE'S | PARKS-BATHROOM SEWER AT BENTLEY PARK | \$ | 200.00 |
| 08/09/2012 | 1 | 119126 | LEGALSHIELD | PAYROLL DED-PREPAID LEGAL | \$ | 25.90 |
| 08/09/2012 | 1 | 119127 | LUDINGTON ELECTRIC, INC. | DDA-WORK DONE DOWNTOWN | \$ | 388.96 |
| 08/09/2012 | 1 | 119128 | MAURER HEATING & COOLING, INC. | OFD-AIR CONDITIONER REPAIR | \$ | 694.00 |
| 08/09/2012 | 1 | 119129 | MICHAEL MCCLOSKEY | REIMBURSEMENT | \$ | 100.00 |
| 08/09/2012 | 1 | 119130 | METLIFE | PAYROLL DED-MET LIFE PMT | \$ | 26.84 |
| 08/09/2012 | 1 | 119131 | MICHIGAN PUBLIC EMPLOYER LABOR RELA | HR-CONFERENCE JESSICA UNANGST | \$ | 210.00 |
| 08/09/2012 | 1 | 119132 | MICHIGAN WATER ENVIRONMENT ASSOCIAT | WWTP-IPP SEMINAR-TIM GUYSKY-9/19/12 | \$ | 115.00 |
| 08/09/2012 | 1 | 119133 | MISDU | PAYROLL DED-HART/KLEEMAN/KENNEDY/BREWBA | \$ | 1,219.75 |
| 08/09/2012 | 1 | 119134 | DOUGLAS LEE MORRICE | REIMBURSEMENT | \$ | 10.00 |
| 08/09/2012 | 1 | 119135 | MOTION INDUSTRIES, INC. | WWTP-PARTS | \$ | 155.22 |
| 08/09/2012 | 1 | 119136 | NAPA AUTO PARTS | WWTP-SAND PAD | \$ | 510.82 |
| 08/09/2012 | 1 | 119137 | NEXTEL COMMUNICATIONS | JULY 2012-CHARGES | \$ | 1,284.88 |
| 08/09/2012 | 1 | 119138 | NORTHERN LAKE SERVICE, INC. | WWTP-MERCURY ANALYSES-7/17/12 | \$ | 195.00 |
| 08/09/2012 | 1 | 119139 | OFFICE DEPOT | PUBLIC SAFETY-SUPPLIES | \$ | 392.96 |
| 08/09/2012 | 1 | 119140 | OFFICE SOURCE | CLERK-PENS | \$ | 147.69 |
| 08/09/2012 | 1 | 119141 | OWOSSO CHARTER TOWNSHIP | PER WATER AGREEMENT | \$ | 8,603.84 |
| 08/09/2012 | 1 | 119142 | OWOSSO COMMUNITY AIRPORT | FY 12/13 APPROPRIATION-1 OF 2 | \$ | 3,489.00 |
| 08/09/2012 | 1 | 119143 | POLICE OFFICERS LABOR COUNCIL | PAYROLL DED-UNION DUES | \$ | 837.00 |
| 08/09/2012 | 1 | 119144 | PVS NOLWOOD CHEMICALS INC | WTP-SODIUM FLUORIDE-50 BAGS | \$ | 2,100.00 |
| 08/09/2012 | 1 | 119145 | Q2A ASSOCIATES LLC | FINANCE DIRECTOR SERVICES-6/24/12-7/7/12 | \$ | 3,538.50 |
| 08/09/2012 | 1 | 119146 | REEVES WHEEL ALIGNMENT, INC. | FLEET-BATTERY-DODGE DAKOTA | \$ | 635.95 |
| 08/09/2012 | 1 | 119147 | REPUBLIC SERVICES #237 | AUGUST 2012-REFUSE SERVICE | \$ | 412.35 |
| 08/09/2012 | 1 | 119148 | S & K FARM & YARD | WTP-LAWN MOWER BELT | \$ | 92.60 |
| 08/09/2012 | 1 | 119149 | SEIFERT CONCRETE | 2011 SIDEWALK PROGRAM PER BID SPECS DATE | \$ | 500.00 |
| 08/09/2012 | 1 | 119150 | SHANTY CREEK RESORTS | HR-CONFERENCE-JESSICA UNANGST | \$ | 403.56 |
| 08/09/2012 | 1 | 119151 | SHIAWASSEE COUNTY HEALTH DEPARTMENT | HAZARDOUS WASTE COLLECTION | \$ | 5,000.00 |
| 08/09/2012 | 1 | 119152 | SHIAWASSEE COUNTY ROAD COMMISSION | STREETS-SIGN | \$ | 43.27 |
| 08/09/2012 | 1 | 119153 | SHIAWASSEE COUNTY TREASURER | DEEDED TO CITY-050-470-034-013-00 | \$ | 1,014.08 |
| 08/09/2012 | 1 | 119154 | SHIAWASSEE COUNTY TREASURER | WITH 2012-050-450-000-026-00 | \$ | 1,048.21 |
| 08/09/2012 | 1 | 119155 | SHIAWASSEE REGIONAL CHAMBER OF COMM | MEMBERSHIP 7/1/12-6/30/13 | \$ | 794.00 |
| 08/09/2012 | 1 | 119156 | SLOAN'S SEPTIC TANK SERVICE LLC | JUNE 2012-RENTAL UNITS | \$ | 730.00 |
| 08/09/2012 | 1 | 119157 | SMITH JANITORIAL SUPPLY | OPD-TISSUE/TOWELS | \$ | 887.15 |
| 08/09/2012 | 1 | 119158 | SOUTHSIDE CAR WASH | OPD-JULY 2012 CAR WASHES | \$ | 30.10 |
| 08/09/2012 | 1 | 119159 | ST JOHNS ANSWERING SERVICE INC | AUGUST 2012-ANSEWERING SERVICE | \$ | 65.00 |
| 08/09/2012 | 1 | 119160 | STECHSCHULTE GAS & OIL, INC. | FUEL-PE 7/31/12 | \$ | 5,591.81 |

| | | | | | | | |
|------------|---|--------|-----------------------------------|--|----|-----------|---|
| 08/09/2012 | 1 | 119161 | SUNBURST GARDENS, INC. | 2012 TALL GRASS MOWING | \$ | 70.00 | |
| 08/09/2012 | 1 | 119162 | SURFACE COATING CO. | STREETS-ARROW KIT | \$ | 59.04 | |
| 08/09/2012 | 1 | 119163 | SWIM LLC | DIRECTOR SERVICES-7/8/12-7/21/12 | \$ | 2,688.00 | |
| 08/09/2012 | 1 | 119164 | TRACTOR SUPPLY COMPANY | JULY 2012 PURCHASES | \$ | 219.96 | |
| 08/09/2012 | 1 | 119165 | USA BLUE BOOK | DPW-PARTS/MARKING PAINT (PINK) | \$ | 191.12 | |
| 08/09/2012 | 1 | 119166 | VALLEY LUMBER | PARKS-SUPPLIES | \$ | 314.80 | |
| 08/09/2012 | 1 | 119167 | WASTE MANAGEMENT OF MICHIGAN | DISPOSAL CHARGES-7/16/12-7/31/12 | \$ | 3,212.54 | |
| 08/09/2012 | 1 | 119168 | WIN'S ELECTRICAL SUPPLY | PARKS-FAYETTE SQ SUPPLIES | \$ | 162.28 | |
| 08/09/2012 | 1 | 119169 | XEROX CORPORATION | JULY 2012-COLOR COPIER | \$ | 509.05 | |
| 08/24/2012 | 1 | 119170 | AAA MICHIGAN | OPD-CROSSING GUARD SERVICE PINS | \$ | 29.40 | |
| 08/24/2012 | 1 | 119171 | ADVANCED DRAINAGE SYSTEMS INC | WATER-SUPPLIES | \$ | 399.38 | |
| 08/24/2012 | 1 | 119172 | AFLAC | PAYROLL DED-AFLAC PREMIUM | \$ | 974.06 | |
| 08/24/2012 | 1 | 119173 | ALTISOURCE PORTFOLIO SOLUTIONS | 712 CLINTON/131 BABCOCK/703 QUEEN | \$ | 225.00 | |
| 08/24/2012 | 1 | 119174 | BEN AND JAIMI REDMOND | CLAIM-ELECTRICAL WORK | \$ | 262.63 | |
| 08/24/2012 | 1 | 119175 | BIOCARE INC | OFD-RESPIRATORY SURVEILLANCE-CLARK | \$ | 234.00 | |
| 08/24/2012 | 1 | 119176 | BROWN & STEWART P C | PROFESSIONAL SERVICES-POLICE DEPT | \$ | 11,950.48 | |
| 08/24/2012 | 1 | 119177 | CARQUEST AUTO PARTS STORE | FLEET-FITTINGS | \$ | 60.18 | |
| 08/24/2012 | 1 | 119178 | CITY OF CORUNNA | PUB SAFETY-JULY 2012-ADMIN SERVICES | \$ | 992.40 | |
| 08/24/2012 | 1 | 119179 | CLARK FIRE & SAFETY, INC. | OFD-WATER CAN GAUGES | \$ | 14.50 | |
| 08/24/2012 | 1 | 119180 | CONSUMERS ENERGY | JULY 2012-828 N GOULD ST | \$ | 9,942.36 | |
| 08/24/2012 | 1 | 119181 | VOID | | \$ | - | V |
| 08/24/2012 | 1 | 119182 | CORELOGIC REAL ESTATE TAX SERVICE | DUPLICATE PAYMENTS (3) | \$ | 2,297.72 | |
| 08/24/2012 | 1 | 119183 | CRITICAL INFORMATION NETWORK LLC | OFD-ONLINE TRAINING7/1/12-6/30/13 | \$ | 1,360.00 | |
| 08/24/2012 | 1 | 119184 | DALTON ELEVATOR | OFD-JULY 2012-RENT | \$ | 535.96 | |
| 08/24/2012 | 1 | 119185 | DAYSTARR COMMUNICATIONS | SEPTEMBER 0212-DSL CONNECTION FEES | \$ | 416.00 | |
| 08/24/2012 | 1 | 119186 | DELTA DENTAL PLAN OF MICHIGAN | DENTAL INSURANCE PREMIUM | \$ | 4,634.37 | |
| 08/24/2012 | 1 | 119187 | DOUGLAS LEE MORRICE | REIMBURSEMENT | \$ | 14.00 | |
| 08/24/2012 | 1 | 119188 | EMERGENCY VEHICLE SERVICES INC | OFD-PARTS | \$ | 95.16 | |
| 08/24/2012 | 1 | 119189 | FASTENAL COMPANY | PARKS-SUPPLIES | \$ | 7.01 | |
| 08/24/2012 | 1 | 119190 | FISHER SCIENTIFIC CO. | WWTP-ANNUAL LAB SUPPLIES | \$ | 773.65 | |
| 08/24/2012 | 1 | 119191 | FRONTIER | TRAFFIC SIGNALS-AUGUST 2012 | \$ | 1,240.70 | |
| 08/24/2012 | 1 | 119192 | GARY L PALMER | ELECTRICAL INSPECTION SERVICES | \$ | 500.00 | |
| 08/24/2012 | 1 | 119193 | GLAESER DAWES CORP | 2011 SUMP LINE COLLECTOR | \$ | 5,512.00 | |
| 08/24/2012 | 1 | 119194 | GLAESER DAWES CORP | 2011 WATER MAIN IMPROVEMENT | \$ | 97,907.46 | |
| 08/24/2012 | 1 | 119195 | GORDON R SETTLEMYRE | REIMBURSEMENT | \$ | 40.00 | |
| 08/24/2012 | 1 | 119196 | GRAYMONT CAPITAL INC | WTP-QUICKLIME-46.35/TONS | \$ | 6,303.60 | |
| 08/24/2012 | 1 | 119197 | GREAT LAKES CONCRETE SUPPLY LLC | PARKS-FIBER 18" FOR PLAYScape | \$ | 218.44 | |
| 08/24/2012 | 1 | 119198 | GREAT WOLF LODGE | LARRY COOK-10/2-4/12 | \$ | 236.25 | |
| 08/24/2012 | 1 | 119199 | HACH COMPANY | WWTP-LAB SUPPLIES | \$ | 303.64 | |
| 08/24/2012 | 1 | 119200 | INTERNATIONAL CODE COUNCIL INC | COMPEAU/PALMER/CRAWFORD/WARREN-RILEY | \$ | 125.00 | |
| 08/24/2012 | 1 | 119201 | JAKE A DYE | OFD-AMBULANCE BACKBOARD SUPPLIES | \$ | 22.96 | |
| 08/24/2012 | 1 | 119202 | JCI JONES CHEMICALS, INC. | WWTP-SODIUM HYPOCHLORITE | \$ | 3,427.71 | |
| 08/24/2012 | 1 | 119203 | JOHNSON CONTROLS, INC. | PLANNED SERVICE AGREEMENT-8/1/12-1/31/13 | \$ | 11,641.00 | |
| 08/24/2012 | 1 | 119204 | JWC ENVIRONMENTAL, INC. | WWTP-PARTS | \$ | 224.05 | |
| 08/24/2012 | 1 | 119205 | KEMIRA WATER SOLUTIONS INC | WWTP-FERRIC CHLORIDE | \$ | 2,828.04 | |

| | | | | | | |
|------------|---|--------|-------------------------------------|--|----|-----------|
| 08/24/2012 | 1 | 119206 | LOGICALIS INC | JULY 2012-NETWORK ENGINEERING SUPPORT | \$ | 4,998.00 |
| 08/24/2012 | 1 | 119207 | LYNN PEAVEY COMPANY | OPD-SUPPLIES | \$ | 569.30 |
| 08/24/2012 | 1 | 119208 | MARK D AGNEW | PARKS-SIGN FOR BENTLEY PARK IMPROVEMENTS | \$ | 115.00 |
| 08/24/2012 | 1 | 119209 | MAURER'S TEXTILE RENTAL SERVICES, I | FLEET-UNIFORM RENTAL | \$ | 75.24 |
| 08/24/2012 | 1 | 119210 | MEIJER INC | DAN ROEDEL-GIFT CARD FROM EMPLOYEES | \$ | 100.00 |
| 08/24/2012 | 1 | 119211 | MERLE E WEST II | PLUMBING & MECHANICAL INSPECTION SERVICE | \$ | 600.00 |
| 08/24/2012 | 1 | 119212 | MICHIGAN METER TECHNOLOGY GROUP INC | INVENTORY-5/8 X 5/8 METERS-INSIDE SET | \$ | 4,980.00 |
| 08/24/2012 | 1 | 119213 | MICHIGAN MUNICIPAL LEAGUE WORKERS' | WORKERS COMP COVERAGE-2ND INSTALLMENT | \$ | 23,197.00 |
| 08/24/2012 | 1 | 119214 | MICHIGAN PIPE & VALVE, INC. | MATERIALS FOR GRAND AVE WORK. | \$ | 1,419.18 |
| 08/24/2012 | 1 | 119215 | MICHIGAN RURAL WATER ASSOCIATION | REGISTRATION-LON ZIMMERMAN | \$ | 900.00 |
| 08/24/2012 | 1 | 119216 | MISDU | PAYROLL DED-HART/KLEEMAN/KENNEDY/BREWBA | \$ | 1,219.75 |
| 08/24/2012 | 1 | 119217 | MUTUAL EYE CLAIM AUDITS | VISION COVERAGE PREMIUM | \$ | 514.95 |
| 08/24/2012 | 1 | 119218 | NE NOZZLE VALVE AND GATE REPAIR SER | OFD-PARTS | \$ | 357.57 |
| 08/24/2012 | 1 | 119219 | OFFICE DEPOT | PUBLIC SAFETY-OFFICE SUPPLIES | \$ | 637.24 |
| 08/24/2012 | 1 | 119220 | OWOSSO BOLT & BRASS CO | WATER-1 1/2" BRASS PLUG | \$ | 7.21 |
| 08/24/2012 | 1 | 119221 | PHYSICIANS HEALTH PLAN OF MID-MICH | HEALTH INSURANCE PREMIUM | \$ | 82,204.41 |
| 08/24/2012 | 1 | 119222 | Q2A ASSOCIATES LLC | FINANCE DIRECTOR SERVICES 7/22/12-8/4/12 | \$ | 2,667.00 |
| 08/24/2012 | 1 | 119223 | QBE FIRST-ATTN: CLIENT SERVICES | 1517 ALTURAS/851 BROADWAY | \$ | 1,773.29 |
| 08/24/2012 | 1 | 119224 | RATHCO SAFETY SUPPLY, INC. | INVENTORY-SIGNS | \$ | 574.89 |
| 08/24/2012 | 1 | 119225 | RUSTY LAMAY | OPD TARP | \$ | 46.53 |
| 08/24/2012 | 1 | 119226 | RUTHY'S LAUNDRY CENTER | OPD-JULY 2012-DRY CLEANING | \$ | 416.11 |
| 08/24/2012 | 1 | 119227 | S L H METALS INC | FLEET-MATERIALS | \$ | 70.00 |
| 08/24/2012 | 1 | 119228 | SANTEC CONSULTING | 2011060-REC 256593 | \$ | 50.00 |
| 08/24/2012 | 1 | 119229 | SEIFERT CONCRETE | 2012 SIDEWALK REPLACEMENT PROGRAM | \$ | 3,515.25 |
| 08/24/2012 | 1 | 119230 | SHIAWASSEE ECONOMIC DEV PARTNERSHIP | 2012-ANNUAL INVESTMENT-FINAL | \$ | 31,426.00 |
| 08/24/2012 | 1 | 119231 | SHIAWASSEE FAMILY YMCA | PAYROLL DED-MEMBERSHIPS | \$ | 199.75 |
| 08/24/2012 | 1 | 119232 | SLOAN'S SEPTIC TANK SERVICE AND POR | PARKS-RESTROOM RENTAL UNITS | \$ | 510.00 |
| 08/24/2012 | 1 | 119233 | SNYDER REAL ESTATE ASSOC, INC. | ASSESSING-COMPLETE APPRAISAL-MTT CASE | \$ | 1,500.00 |
| 08/24/2012 | 1 | 119234 | STANDARD INSURANCE COMPANY | GROUP LIFE INSURANCE PREMIUM | \$ | 2,296.02 |
| 08/24/2012 | 1 | 119235 | STATE OF MICHIGAN | C RAU-9/13/12-CSW OPERATOR/SESC EXAM | \$ | 95.00 |
| 08/24/2012 | 1 | 119236 | STATE OF MICHIGAN | REFUNDING OF 2002 WATER REVENUE BONDS | \$ | 860.00 |
| 08/24/2012 | 1 | 119237 | STATE OF MICHIGAN | WITHHOLDING TAX | \$ | 11,212.57 |
| 08/24/2012 | 1 | 119238 | STECHSCHULTE GAS & OIL, INC. | FUEL-PE8/15/12 | \$ | 4,410.22 |
| 08/24/2012 | 1 | 119239 | SUNBURST GARDENS, INC. | 2012 TALL GRASS MOWING | \$ | 70.00 |
| 08/24/2012 | 1 | 119240 | SWIM LLC | UTILITIES DIRECTOR SERVICES 8/5-12/12 | \$ | 1,134.00 |
| 08/24/2012 | 1 | 119241 | TONY SCHMIDT REALTY | 1302 FREDERICK | \$ | 75.00 |
| 08/24/2012 | 1 | 119242 | USA BLUE BOOK | WWTP-STENNER MAIN SHAFT | \$ | 174.86 |
| 08/24/2012 | 1 | 119243 | WASTE MANAGEMENT OF MICHIGAN | DISPOSAL CHARGES-8/1/12-8/15/12 | \$ | 2,652.17 |
| 08/24/2012 | 1 | 119244 | WEST SHORE FIRE, INC. | OFD-ANNUAL SCBA INSPECTION/REPAIRS | \$ | 1,260.00 |
| 08/08/2012 | 1 | 51(E) | STATE OF MI BUSINESS ONE STOP | SIGN PERMIT-M-21-PERMIT #68303 | \$ | 50.00 |
| 08/20/2012 | 1 | 52(E) | MUNICIPAL EMPLOYEES RETIREMENT SYST | JULY 2012-CONTRIBUTIONS | \$ | 10,161.74 |
| 08/27/2012 | 1 | 53(E) | DEPT OF HEALTH & HUMAN SERVICES | MEDICARE/MEDICAID APPLICATION FEE | \$ | 523.00 |

1 TOTALS:

(1 Check Voided)
 al of 215 Disbursements:

\$ 474,081.36

WOSHO HISTORICAL FUND

| | | | | | |
|------------|----|------|------------------------|--|-----------------|
| 08/13/2012 | 10 | 4350 | SUIRE, JOSH | SECURITY DEPOSIT + ONE HOUR UNUSED-CURWO | \$ 75.00 |
| 08/13/2012 | 10 | 4351 | CONSUMERS ENERGY | 515 N WASHINGTON ST | \$ 139.30 |
| 08/13/2012 | 10 | 4352 | FRONTIER | 515 N WASHINGTON ST #3 | \$ 82.76 |
| 08/13/2012 | 10 | 4353 | ROSEMARY MAGLEY | CLEANING SERVICES | \$ 130.00 |
| 08/13/2012 | 10 | 4354 | KENDRA NICHOLS | JULY 2012 LAWN MOWING SERVICE | \$ 105.00 |
| 08/13/2012 | 10 | 4355 | SECURITY ALARM CO INC | CURWOOD CASTLE-9/1/12-11/30/12 | \$ 60.00 |
| 08/28/2012 | 10 | 4356 | CHARTER COMMUNICATIONS | 515 N WASHINGTON ST #3 | \$ 108.35 |
| 08/28/2012 | 10 | 4357 | ROSEMARY MAGLEY | CLEANING-GOULD HOUSE/CASTLE | \$ 100.00 |
| 08/28/2012 | 10 | 4358 | SALGAT, JOHN | CURWOOD CASTLE DEPOSIT 8/18/12 | <u>\$ 50.00</u> |

10 TOTALS:

al of 9 Disbursements:

\$ 850.41

rk 2 TRUST & AGENCY

| | | | | | |
|------------|---|------|-------------------------------------|-----------------------|----------------------|
| 08/13/2012 | 2 | 6168 | DOWNTOWN DEVELOPMENT AUTHORITY | COLLECTIONS | \$ 5,799.18 |
| 08/13/2012 | 2 | 6169 | SHIAWASSEE AREA TRANSPORTATION AGEN | REAL/PP COLLECTIONS | \$ 5,023.81 |
| 08/13/2012 | 2 | 6170 | SHIAWASSEE COUNTY TREASURER | TRAILER FEES-152 LOTS | \$ 380.00 |
| 08/13/2012 | 2 | 6171 | SHIAWASSEE COUNTY TREASURER | REAL/PP COLLECTIONS | \$ 194,485.11 |
| 08/28/2012 | 2 | 6172 | SHIAWASSEE AREA TRANSPORTATION AGEN | REAL/PP COLLECTIONS | \$ 10,022.12 |
| 08/28/2012 | 2 | 6173 | SHIAWASSEE COUNTY TREASURER | REAL/PP COLLECTIONS | <u>\$ 438,287.39</u> |

2 TOTALS:

al of 6 Disbursements:

\$ 653,997.61

REPORT TOTALS:

(1 Check Voided)
 al of 230 Disbursements:

\$ 1,128,929.38

RESOLUTION NO. ____-2012

RESOLUTION PLEDGING AND AUTHORIZING THE ANNUAL SUPPORT PAYMENT
TO THE SHIAWASSEE ECONOMIC DEVELOPMENT PARTNERSHIP FOR THE
FISCAL YEARS OF 2013, 2014, 2015, 2016 AND 2017

WHEREAS, the Shiawassee County Economic Development Partnership (SEDP) has been established to provide economic development services for member governmental units throughout Shiawassee County; and

WHEREAS, the city of Owosso, Michigan, has determined that it is advisable, necessary and in the public interest for the Shiawassee Economic Development Partnership to be the full service economic development organization serving the city of Owosso; and

WHEREAS, the city of Owosso, Michigan has determined that it is desirable to continue this relationship as a member through 2017;

NOW THEREFORE BE IT RESOLVED by the city of Owosso, county of Shiawassee, state of Michigan:

FIRST: that the city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contribute toward the funding of the Shiawassee County Economic Development Partnership by making an annual payment of \$31,426.00 each city fiscal year beginning July 1, 2013 and ending June 30, 2018 with payment to be made on or about December 1 of each year.

SECOND: that the city manager of the city of Owosso is hereby instructed and authorized to sign the documents making this pledge and that the annual payment be included in each annual budget

THIRD: that the payment for the services shall come from the General Fund, unless otherwise determined.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN THIS 17TH DAY OF SEPTEMBER, 2012.

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

ATTEST:

Amy K. Kirkland, city clerk

City of Owosso's Return on Investment in the Shiawassee Economic Development Partnership

In consideration of the City of Owosso's potential future funding support for the Shiawassee Economic Development Partnership (SEDP), this memo serves to demonstrate the city's return on investment since 2008. That year's Council authorized a pledge of \$31,426 for the next five years, reviewable prior to each budget year.

Shiawassee County Results

During the period 2008-2011, the SEDP delivered the following results for Shiawassee County:

Business Retention & Expansion Activities

- 425 Corporate Calls
- 139 Projects Generated
- 39 Projects Announced
- 856 New Jobs
- \$67,788,000 Capital Investment

Business Attraction Activities

- 103 Projects Generated
- 19 Projects Announced
- 483 New Jobs
- \$18,620,000 Capital Investment

Shiawassee County Totals

- 58 Announced Projects
- 1,349 New Jobs
- \$86,408,000 Capital Investment

City of Owosso's Share

- **23 Announced Projects (39% of the county total)**
- **440 New Jobs (33% of the county total)**
- **\$24,672,000 Capital Investment (29% of the county total)**

As evidenced by these numbers, the SEDP has not only helped to achieve significant economic development success in the county, but that a large portion of our activities have occurred in the City of Owosso.

City of Owosso Project Highlights

Some of our notable projects in the City include:

- The reopening of **Universal Handling Equipment** in the Owosso SE Industrial Park after sudden closure.
- The acquisition and expansion of **Owosso Composite** (formerly DMM Industries) on State St.
- The retention of **Target Industries**, which relocated to a 25,000 sq ft building on Gould St.
- **Rivers Fab & Welding's** machinery & equipment investment and business growth at their Owosso SE Industrial Park location.
- **RWI Manufacturing's** construction of a new 10,000 sq ft facility in the Owosso SE Industrial Park.
- **Midwest Bus'** acquisition of a vacant 21,000 sq ft building in the Owosso SE Industrial Park to serve as a second facility.
- **Holland LP's M-Bar-D Division** locating their first Michigan operation in the Washington Business Center.
- Helping the **Comstock Inn & Conference Center's** secure financing for renovating their downtown property.
- **Hankerd Sportswear's** acquisition and renovation of a 2,500 sq ft historic downtown building.

- **Covenant Eyes'** expansion of their global headquarters on W King St.
- **Machine Tool & Gear's** new manufacturing operation in a previously vacant 70,960 sq ft industrial building on Chestnut St.
- **Rugged Liner's** expansion, including acquisition of a vacant 196,000 sq ft industrial building on Universal Drive for their corporate headquarters and warehousing & distribution facilities.
- **TiAL Products'** expansion on S M-52, including an 11,300 sq ft building addition.
- **DayStarr Communications'** relocation and expansion into a new 2,000 sq ft facility on N Ball St.
- Assisting the **Steam Railroading Institute** in securing financing to remain a fiscally stable tourism asset in the community.
- **Trust Thermal's** acquisition of a vacant 12,000 sq ft building on Water St and relocation of their corporate headquarters.
- **Premier Waste Services'** new 5,000 sq ft "green" recycling facility on W South St.
- The **Owosso Community Players'** selection of Bazzani Associates to help in the redevelopment of the Lebowsky Theater.
- **Advanced Drainage Systems'** expansion, including a 7,500 building addition, on S Chestnut St.
- **Midwest Bus'** expansion on W Stewart St.
- **Clark Engineering's** consolidation, relocation and expansion into a vacant 42,500 sq ft building in the Owosso SE Industrial Park.
- Worked with the city and Owosso Charter Township on completing a water agreement between the communities that supports economic development.
- Also worked with the city on establishing a new tax abatement policy for business retention, expansion and attraction projects, and provided support on the new city master plan.
- Facilitated the city's participation in the new I-69 International Trade Corridor, a new regional marketing initiative with Genesee, Lapeer and St. Clair Counties to promote shared assets and attract more businesses to the area.

In addition to these projects, we continue to provide ongoing support to retain the following city businesses by regularly meeting with them and providing connections to programs that benefit their bottom line:

| | | |
|-----------------------------------|--------------------------------|------------------------------|
| Advanced Drainage Systems | Impress Machine & Technologies | Rugged Liner |
| Agnew Graphics Signs & Promotions | Indian Trails | RWI Manufacturing |
| Alliance HNI | J D Electronics | Shiawassee Family YMCA |
| Baker College of Owosso | Josh's Frogs | Standard Measurement Systems |
| B & B Painting & Powdercoating | Machine Tool & Gear | Steam Railroading Institute |
| Chel-Mer Inspection Services | Main Beverage Company | Stechschulte Gas & Oil |
| Clark Engineering Company | MBE Automation | Target Industries |
| CNI-Owosso, LLC | Met-Pro Corp Duall Division | Tegant Corporation |
| Comstock Inn & Conference Center | Midwest Bus Corporation | TiAL Products |
| Covenant Eyes | MRM Industries | Toledo Commutator |
| CSH Incorporated | Owosso Automation | Transit Bus Rebuilders |
| DayStarr Communications | Owosso Community Players | TREBOR Industries |
| Detroit Abrasive | Owosso Composite | Tri-Mer Corporation |
| Fleet Service | Owosso Fabrication & Design | Trust Thermal |
| Great Lakes Central Railroad | Precision Electric Motor Sales | Universal Handling Equipment |
| Hankerd Sportswear | Premiere Waste Services | Wolverine Sign Works |
| Holland LP | Pyramid Peak Coatings | Woodard, LLC |
| Honcoop Highbanker Company | Rivers Fab & Welding | Woodard Station Lofts |

You've Got to see

SHIAWASSEE
ECONOMIC
DEVELOPMENT
PARTNERSHIP



Shiawassee

Shiawassee Economic Development Partnership

JOBS CAMPAIGN

2013 - 2017

SHIAWASSEE COUNTY,
MICHIGAN



www.sedpweb.org



OVERVIEW

Since 2002, the Shiawassee Economic Development Partnership (SEDP) has been the full service economic development organization serving Shiawassee County. We strive to improve the economy of Shiawassee County through a program of business retention, expansion, and attraction. Key service delivery includes:

- **Site Location and Development:** SEDP maintains data on available buildings and land available for business locations. In addition, we can assist in securing development funds, necessary incentives, and acting as a liaison to local, state, and federal government.
- **Financing and Incentives:** SEDP will identify a complete package of operational financing and incentive opportunities available to clients, assist in the application process, and serve as a liaison to government officials. We also maintain a robust rolodex of contacts in the finance world, from conventional bank contacts, to venture capitalist and other equity finance sources.
- **Business Operations Support:** SEDP is committed to providing operational support to businesses located in Shiawassee County. Through our network of partners, we can find assistance for reducing waste, increasing efficiency, and finding new customers. SEDP also provides data on the manufacturing environment, wages and benefits.



ACTIVITIES/RESULTS

2008 – 2011

| | <u>Goal</u> | <u>Actual</u> |
|------------------------------|-------------|---------------|
| Corporate Calls | 320 | 425 |
| Retention/Expansion Projects | 105 | 139 |
| Announced Projects | 23 | 39 |
| New Jobs | 597 | 856 |

2008 – 2011

| | <u>Goal</u> | <u>Actual</u> |
|----------------------|-------------|---------------|
| Attraction Prospects | 95 | 103 |
| Announced Projects | 20 | 19 |
| New Jobs | 408 | 483 |



RESULTS SUMMARY

2008 – 2011

- 58 announced projects
- 1,349 new jobs created
- \$38+ million in annual payroll
- \$86 million capital investment
- 1 million square feet filled/occupied



ASPIRATIONAL GOALS

SHIAWASSEE COUNTY

- Foster economic growth to ensure we continue to enhance our quality of place
- To be more widely recognized as a preferred business location in Mid-Michigan
- To improve our economic standing compared to our peer counties in mid-Michigan

SEDP

- Increase by 25% the annual volume of new business prospects
- Increase by 25% the number of completed expansion and business attraction projects
- Provide leadership to enhance business financing options for local businesses and improve availability of suitable industrial/commercial real estate to foster more expansion projects and new business recruitment.
- Deliver an expanded menu of support services to local companies
- Fully leverage the I-69 International Trade Corridor to create new jobs for Shiawassee County residents



NEW INITIATIVES

I-69 International Trade Corridor – New regional marketing consortium to promote our logistics assets and recruit logistic sensitive organizations to the I-69 corridor and Shiawassee County.

Workforce Development Support: SEDP is exploring opportunities to attract talented workers to Shiawassee County employers by coordinating/hosting Job Fairs, locally or regionally and recruiting skilled workers through our Growing Hometown Futures program.

Manufacturer's Buying Group: With our connections to the local manufacturing base, we can help to make connections that will save your business time and money. We can track what local businesses are buying, and we would like to establish buyers groups to get our clients better prices.

Supplier/Vendor Marketing: In our efforts to bring new business ventures to our community, we would like to market to your vendors and suppliers to bring them into Shiawassee County. Let's recruit suppliers and service providers you need to drive down costs and increase efficiencies.

Exporting Resources – SEDP can connect you to resources that help you find new sales opportunities internationally. From the US Department of Commerce to MEDC, we can help you connect with these larger networks.

CEO Roundtable – SEDP would like to bring you another set of our CEO Roundtable programs. In conjunction with Michigan Manufacturing Technology Center, SEDP brought speakers on management, leadership, and market research.

Automotive Communities Program/Center for Automotive Research – Allows SEDP to provide automotive firms access to ACP researchers, data analysis, and ACP meetings and networking events.



PROGRAM FUNDING

| <u>Programs</u> | <u>2012 Budget</u> | <u>2013 Budget</u> |
|----------------------------|--------------------|--------------------|
| Business Retention | \$ 88,957 | \$90,000 |
| Business Attraction | \$ 93,770 | \$98,000 |
| Investor/Public Relations | \$ 15,970 | \$16,000 |
| Small Business Development | \$ 10,000 | \$10,000 |
| Management & General | <u>\$ 14,233</u> | <u>\$16,000</u> |
| | \$222,930 | \$230,000 |

NEW ECONOMIC DEVELOPMENT PROGRAMS

| | <u>New Funding</u> |
|-------------------------------------|--------------------|
| I-69 International Trade Corridor | \$25,000 |
| Automotive Communities Partnership | \$10,000 |
| Enhanced Community Marketing | \$10,000 |
| Site Consultant Engagement/Outreach | <u>\$15,000</u> |
| Total | \$60,000 |

PROPOSED 2013 BUDGET

\$290,000



ENGAGEMENT OPPORTUNITIES

- SEDP Board of Directors
- Real Estate/ Building Taskforce
- Manufacturing Taskforce
- Business Financing Taskforce
- Hosting Committee



SEDP LEADERSHIP

OFFICERS

Amy Roddy, City Manager - City of Durand

Mark Morrison, Vice President - Fifth Third Bank

Bruce Cook, President - Cook Family Foundation

Chairperson

Vice-Chairperson

Secretary/Treasurer

BOARD MEMBERS

Tom Campbell, President & Publisher - The Argus Press

Paul Cook, President - Wolverine Sign Works

Don Crawford, City Manager - City of Owosso

Jeff Deason, Director of Sales – Indian Trails, Inc.

Jim Full, Chief Executive Officer - Memorial Healthcare

Sidney Grinnell, Supervisor - Perry Township

Pete Karsten, President - Baker College Owosso

Donald Levi, Vice President Commercial Lending - Chemical Bank

Margaret McAvoy, County Administrator - Shiawassee County

Joe Sawyer, City Manager - City of Corunna

David Schulte, Superintendent - Shiawassee RESD

Chris Thelen, Area Manager - Consumers Energy



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

MEMORANDUM

DATE: September 13, 2012

TO: City Council

FROM: City Manager

RE: ERES agreement on pavement management

On January 3, 2012 the city entered an agreement with ERES for a pavement management study. We did not include three tasks considered optional. Doing these three tasks is now advisable. ERES will do Task 6, nondestructive deflection testing, and Task 7, ground penetrating radar (GPR) testing. We have trained city workers to do Task 8, core borings.

The original proposal included the following optional tasks 6 and 7.

Task 6: Nondestructive Deflection Testing (Optional)

This is an optional task that can be very helpful in identifying the uniform pavement sections and in the development of pavement performance prediction models. The maximum deflection (D0) obtained from nondestructive deflection testing (NDT) data is a good indicator of the overall roadway condition, and is a function of the foundation support, the upper pavement layer thicknesses and the strength, and the applied loads. In general, for any given thickness, higher D0 values indicate a weaker pavement, and variability of the pavement structure can be observed by viewing the longitudinal profile of the maximum deflections along the length of a pavement section.

Therefore, NDT could be used to help in identifying uniform pavement sections, classifying pavements by relative strength for prediction models, and identifying maintenance and rehabilitation needs based on the structural analysis of the pavement sections.

Task 7: Ground Penetrating Radar (GPR) Testing (Optional)

This is an optional task that can be very helpful in verifying/supplementing the pavement layer thickness information obtained from the city's records. GPR data can be used to identify the uniform pavement sections, and determine the pavement layer thickness information within each uniform pavement section.

The best time to do these types of testing is in the fall, followed by spring. Because of timing, doing the work in spring 2012 wasn't practical. The information would have proven valuable in designing the street projects that are underway. We gathered most of the information using other techniques, including the making of borings by city workers.

The work will give additional data that will contribute to better designs based upon factual information. It is obvious to even the untrained eye that many of Owosso's street failures are the result of settling and improper backfills. Simply putting on a new surface is not the answer. Further, we must know how much needs to be milled off when the milling does occur. If one mills off 3 ½ inches of a 4-inch layer, the remaining 1-inch will fail causing the entire road to fail. If two inches are left there will be a sound base (this is a general statement and might vary based upon the traffic load of vehicles per day and the weight of the vehicles).

If the field work can be done in October and the data analysis done (November - January) ERES will give Owosso a 10% discount.

To help you better understand, enclosed are the results from a ground penetrating radar analysis of five miles of Illinois 531 where the 5-inch concrete surface has cracked. The thick black line across the top shows the roadway surface. The numbers down the sides are the inches from the surface. In this analysis one can see that the surface wasn't even five inches thick in most places. Further, the design was flawed with an estimated design for 5,000 vehicles per day rather than 10,000 vehicles per day (similar to our miscalculation of lane miles). The top shows the eastbound lane and the bottom the west bound lane.

The bottom two lines show the bottom of two layers of asphalt under the concrete which varies from eight to 13 inches. To make sure that everything is accurate, a few borings are made. In Owosso's case we must make borings along the curbline as many streets have noncompacted fill adjacent to the curb and the center has been paved over many times.

RESOLUTION NO. ____-2012

RESOLUTION AUTHORIZING THE EXECUTION OF ADDENDUM 3 TO AN
AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES WITH ERES
INTERNATIONAL, INC. D/B/A ENGINEERING AND RESEARCH INTERNATIONAL

WHEREAS, the city of Owosso, Michigan, has determined that it is advisable, necessary and in the public interest to provide professional engineering services in connection with a pavement management evaluation and pavement management system; and

WHEREAS, it is necessary to obtain professional engineering assistance and it is hereby determined that the firm of ERES International, Inc. d/b/a Engineering and Research International is qualified to provide such services;

NOW THEREFORE BE IT RESOLVED by the city of Owosso, county of Shiawassee, state of Michigan:

FIRST: that the city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ the firm of ERES International, Inc. d/b/a Engineering and Research International to provide professional engineering services for a pavement management evaluation and pavement management system;

SECOND: that the city manager of the city of Owosso is hereby instructed and authorized to sign the document attached as Exhibit A, Addendum 3 Agreement for Professional Engineering Services with ERES International, Inc. d/b/a Engineering and Research International, Inc., on behalf of the city of Owosso; and

THIRD: that the payment for the services shall come from the Street Improvement Bond Fund in an amount to not exceed \$60,000.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN THIS 17TH DAY OF SEPTEMBER, 2012.

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

ATTEST:

Amy K. Kirkland, city clerk

**ADDENDUM 3 TO AN AGREEMENT
FOR
PROFESSIONAL ENGINEERING SERVICES
WITH
ERES INTERNATIONAL, INC. D/B/A
ENGINEERING AND RESEARCH INTERNATIONAL, INC.**

This addendum is attached and made part of the agreement for professional engineering services dated January 3, 2012 between the city of Owosso, Michigan (owner) and ERES International, Inc. d/b/a Engineering and Research International, Inc. (Engineer) providing for professional services.

**NON-DESTRUCTIVE DEFLECTION TESTING USING FALLING WEIGHT DEFLECTOMETER,
GROUND PENETRATING RADAR AND ANALYSIS AND UPDATING PAVEMENT
STRUCTURAL EVALUATION AND THE PAVEMENT MANAGEMENT SYSTEM**

PROJECT SCOPE OF WORK

The project scope of work is attached as Section 1: Technical proposal pavement condition survey of Exhibit A of Resolution 05-2012 listed as Tasks 6 and 7.

SCHEDULE

The schedule for the project is to begin by October 1, 2012 and be completed by June 30, 2013.

COMPENSATION

The cost proposal of the engineer for the project is attached as Schedule 2: Cost Proposal which totals \$53,300.00. The engineer shall submit for payment based on monthly progress of the work.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and date first above written.

Approved September __, 2012

For ENGINEER:

ERES International, Inc. d/b/a
Engineering and Research International, Inc.

OWNER

City of Owosso, Michigan

By: _____
Abbas A. Butt
President

By: _____
Benjamin R. Frederick
Mayor

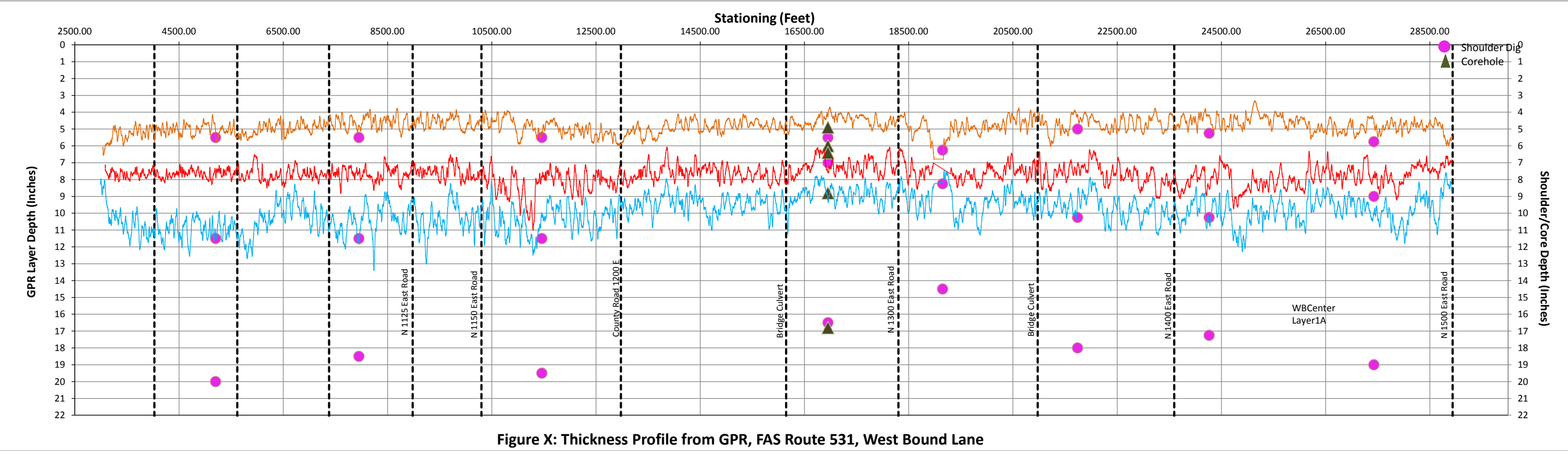
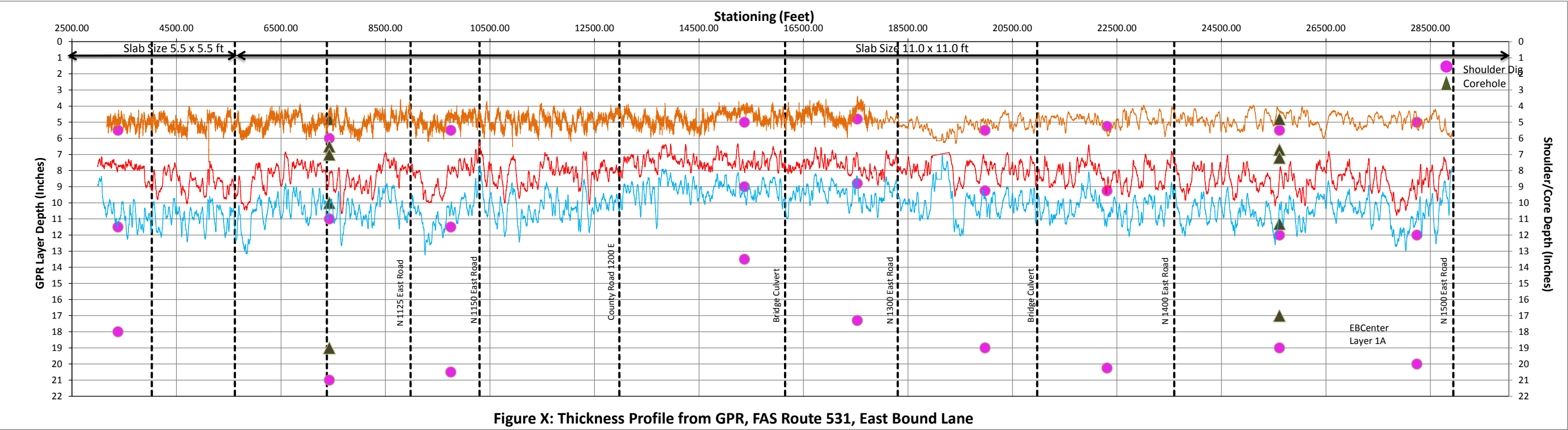
Countersigned: (SEAL)

By: _____
Mark E. Brown
Secretary

By: _____
Amy Kirkland
City Clerk

Executed: _____, 2012

Executed: September __, 2012





August 8, 2012
ERI Ref. No: E1669.COO.003

Engineering & Research Int'l, Inc.
1401 Regency Drive East
Savoy, Illinois 61874 USA
217-356-5945 (Phone)
217-356-6347 (Fax)
eri@erikuab.com
www.erikuab.com

Mr. Donald Crawford
City Manager
City of Owosso
301 W. Main Street
Owosso, MI 48867

Subject: Cost Proposal for Non-Destructive Deflection Testing using FWD, GPR Testing and Analysis, Pavement Structural Evaluation and PMS Update for the City of Owosso, MI

Dear Mr. Crawford,

Attached please find our cost proposal for Non-Destructive Deflection Testing using Falling Weight Deflectometer, GPR Testing and Analysis, Pavement Structural Evaluation and Pavement Management System Update for the City of Owosso streets included in the recent pavement management system study. We believe that this project will help the City of Owosso maintain its streets in the best possible condition with the funds it has available. It will also help in determining pavement maintenance and repair needs, prioritizing those needs, and optimizing the benefits while minimizing the costs.

This cost proposal is for 150 lane miles that have been surveyed by ERI.

Thank you again for your consideration. Should you have questions or comments, please do not hesitate to contact me at (217) 356-5945. We look forward to working with you.

Sincerely,
Engineering & Research International, Inc.

A handwritten signature in blue ink, appearing to read "Abbas A. Butt", is positioned above the printed name.

Abbas A. Butt, Ph.D., P.E.
President

COST PROPOSAL

Cost Estimate for Non-Destructive Deflection Testing using FWD, GPR Testing and Analysis, Pavement Structural Evaluation and PMS Update for the City of Owosso, MI

| Employee Classification | | Project Manager | Senior Engineer | Project Engineer | Drafting Technician | Total Hours | Total Salary Cost | Description of Reimbursable Expenses | | Total Reimbursable Expenses | Total Cost | | | | |
|--|-------------|-----------------|-----------------|------------------|---------------------|-------------|-------------------|--------------------------------------|-------------|-----------------------------|-------------|-------------|------------|------------|-------------|
| Project Element | Salary Rate | \$170.00 | \$90.00 | \$75.00 | \$60.00 | | | Item | | | | | | | |
| | Hours | Hours | Hours | Hours | Unit | | | Rate | | | | | | | |
| 1 Task 1: Deflection testing using Falling Weight Deflectometer | | | | | | | | | | | | | | | |
| Deflection Testing Using Falling Weight Deflectometer (3,200 points @ \$7.00/point) | | | | | | | | | | | | | | | |
| | 0 | 0 | 0 | 0 | 0 | \$0.00 | 3,200 | \$7.00 | \$22,400.00 | \$22,400.00 | | | | | |
| Hours | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | |
| Salary | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | | | | | | | | | |
| Total Cost | | | | | | | | | | \$22,400.00 | | | | | |
| 2 Task 2: Data Collection using Ground Penetrating Radar (GPR) | | | | | | | | | | | | | | | |
| Data collection and Analysi using Ground Penetrating Radar (75 Lane miles @ \$200.00/Lane mile) | | | | | | | | | | | | | | | |
| | 0 | 0 | 0 | 0 | 0 | | 75 | \$200.00 | \$15,000.00 | \$15,000.00 | | | | | |
| Hours | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | |
| Salary | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | | | | | | | | | |
| Total Cost | | | | | | | | | | \$15,000.00 | | | | | |
| 3 Task 3: Pavement Structural Evaluation and Pavement Management System Update | | | | | | | | | | | | | | | |
| * Pavement Structural Evaluation (Structural Number) | | | | | | | | | | | | | | | |
| * Update Pavement Performance Prediction Models based on FWD and GPR data. | | | | | | | | | | | | | | | |
| * Update City's Five Year Maintenance & Rehabilitation Program | | | | | | | | | | | | | | | |
| | 30 | 40 | 80 | 20 | 170 | | 0 | \$0.00 | \$0.00 | \$0.00 | | | | | |
| Hours | 30 | 40 | 80 | 20 | 170 | | | | | | | | | | |
| Salary | \$5,100.00 | \$3,600.00 | \$6,000.00 | \$1,200.00 | | \$15,900.00 | | | | | | | | | |
| Total Cost | | | | | | | | | | | | | | | |
| GRAND TOTALS | | | | | | | | | | | \$15,900.00 | | | | |
| TOTAL HOURS | | | | | | | | | | | 30 | 40 | 80 | 20 | 170 |
| TOTAL SALARIES | | | | | | | | | | | \$5,100.00 | \$3,600.00 | \$6,000.00 | \$1,200.00 | \$15,900.00 |
| TOTAL COST | | | | | | | | | | | | | | | |
| | | | | | | | | | | | \$37,400.00 | \$53,300.00 | | | |

It is assumed that the City will provide all traffic control when necessary.

It is assumed that the City will provide all necessary clearances to perform the work.

It is assumed that City will provide the pavement coring data from limited corehole locations identified by ERI.

The actual quantities will be reviewed with the City and adjusted as needed. The quantities (and resulting costs) may therefore be adjusted to fit the actual needs for the City's PMS.

All costs are based on an assumed quantity of approximately 150 lane miles of pavement

To: Owosso City Council
 From: Charles Rau, Building Official
 Date: 09/07/2012
 Subject: Building Department Report for August, 2012

| Category | Estimated Cost | Permit Fee | Number of Permits |
|---------------------------|-------------------------|--------------------------|-------------------|
| Churches-New & Alt | <i>\$16,000</i> | <i>\$241.00</i> | <i>1</i> |
| Demolition | <i>\$0</i> | <i>\$200.00</i> | <i>6</i> |
| Electrical | <i>\$0</i> | <i>\$2,386.00</i> | <i>29</i> |
| Fence - Residential | <i>\$10,537</i> | <i>\$80.00</i> | <i>4</i> |
| Garage, detached | <i>\$5,000</i> | <i>\$72.00</i> | <i>1</i> |
| Mechanical | <i>\$0</i> | <i>\$980.00</i> | <i>9</i> |
| Non-Res. Add/Alter/Repair | <i>\$106,800</i> | <i>\$1,145.00</i> | <i>6</i> |
| Plumbing | <i>\$0</i> | <i>\$420.00</i> | <i>6</i> |
| Pools | <i>\$16,000</i> | <i>\$171.00</i> | <i>1</i> |
| Res. Add/Alter/Repair | <i>\$117,020</i> | <i>\$1,366.00</i> | <i>31</i> |
| Sign | <i>\$950</i> | <i>\$35.00</i> | <i>1</i> |
| Totals | <i>\$272,307</i> | <i>\$7,096.00</i> | <i>95</i> |

2011 COMPARISON TOTALS

| | | | | |
|---------------------|-----------|-----------------------|---|----|
| | | BUILDING PERMITS ONLY | - | 61 |
| AUGUST, 2011 TOTALS | \$423,372 | \$9,339.50 | | 94 |

MMS

09/07/2012

Enforcements By Category

09/10/12

1 / 7

AUGUST, 2012

ANIMALS

| Enforcement Number | Address | Previous Status | Status | Filed | Closed | Rental |
|-----------------------|---------------------|---------------------|---------------|----------|----------|--------|
| ENF 12-0832 | 536 N SHIAWASSEE ST | REF TO POLICE | Resolved | 08/13/12 | 08/28/12 | Y |
| ENF 12-0837 | 1333 N WATER ST | VERBAL TO OCCUPANTS | REF TO POLICE | 08/13/12 | | N |
| ENF 12-0851 | 1410 YOUNG ST | CLOSE PER COMPEAU | Resolved | 08/16/12 | 08/30/12 | N |
| ENF 12-0862 | 1051 TRACY ST | CLOSED | Resolved | 08/17/12 | 08/31/12 | N |
| ENF 12-0881 | 118 E OLIVER ST | REF TO POLICE | No Violation | 08/24/12 | 08/24/12 | Y |
| ENF 12-0914 | 1318 W STEWART ST | RESOLVED | Resolved | 08/30/12 | 08/30/12 | N |
| Total Entries: | | | | 6 | | |

AUTO REP/JUNK VEH

| Enforcement Number | Address | Previous Status | Status | Filed | Closed | Rental |
|-----------------------|---------------------|-----------------|---------------|----------|----------|--------|
| ENF 12-0787 | 421 N SAGINAW ST | REF TO POLICE | Resolved | 08/01/12 | 08/16/12 | Y |
| ENF 12-0789 | 803 N WASHINGTON ST | REF TO POLICE | Resolved | 08/02/12 | 08/12/12 | N |
| ENF 12-0793 | 824 NAFUS ST | COMPLIED | Resolved | 08/01/12 | 08/18/12 | N |
| ENF 12-0857 | 114 OAKWOOD AV | REF TO POLICE | REF TO POLICE | 08/15/12 | | Y |
| ENF 12-0918 | 108 N ELM ST | N & O SENT | N & O Sent | 08/19/12 | | Y |
| ENF 12-0949 | 760 ALGER AV | N & O SENT | N & O Sent | 08/27/12 | | Y |
| Total Entries: | | | | 6 | | |

BUILDING VIOL

| Enforcement Number | Address | Previous Status | Status | Filed | Closed | Rental |
|--------------------|-------------------|--------------------|-------------|----------|----------|--------|
| ENF 12-0179 | 824 E MAIN ST | CLOSED PER COMPEAU | Resolved | 08/02/12 | 08/08/12 | VAC |
| ENF 12-0773 | 626 LINCOLN AV | RESOLVED | Resolved | 08/01/12 | 09/06/12 | VAC |
| ENF 12-0775 | 110 W EXCHANGE ST | VERBAL NOTICE | Resolved | 08/01/12 | 08/10/12 | COMM |
| ENF 12-0776 | 421 N SAGINAW ST | VN SENT | REF TO RAU | 08/01/12 | | Y |
| ENF 12-0781 | 812 E NORTH ST | PERMIT ISSUED | Resolved | 08/01/12 | 08/07/12 | N |
| ENF 12-0794 | 420 GROVER ST | LETTER SENT | Letter Sent | 08/01/12 | | VAC |

Enforcements By Category

09/10/12

2 / 7

AUGUST, 2012

| | | | | | | |
|-------------|---------------------|---------------|-------------------|----------|----------|------|
| ENF 12-0795 | 500 S WASHINGTON ST | REF TO RAU | No Violation | 08/01/12 | 08/17/12 | COMM |
| ENF 12-0798 | 115 S WASHINGTON ST | INSPECTION | No Violation | 08/06/12 | 08/09/12 | COMM |
| ENF 12-0800 | 319 N CEDAR ST | CLOSED | Resolved | 08/06/12 | 08/24/12 | Y |
| ENF 12-0806 | 1305 BROADWAY AV | VN SENT | Letter Sent | 08/07/12 | | N |
| ENF 12-0821 | 1108 CLYDE ST | VERBAL NOTICE | INSPECTION PENDIN | 08/09/12 | | N |
| ENF 12-0840 | 1501 HENRY ST | VN SENT | Letter Sent | 08/14/12 | | Y |
| ENF 12-0845 | 1014 BEEHLER ST | VN SENT | Letter Sent | 08/06/12 | | Y |
| ENF 12-0846 | 402 E COMSTOCK ST | V.N. SENT | Letter Sent | 08/10/12 | | Y |
| ENF 12-0847 | 1215 S CEDAR ST | PERMIT ISSUED | Resolved | 08/15/12 | 08/15/12 | N |
| ENF 12-0870 | 1545 W MAIN ST | LETTER SENT | Letter Sent | 08/21/12 | | N |
| ENF 12-0871 | 952 N PARK ST | REF TO RAU | No Violation | 08/21/12 | 08/23/12 | N |
| ENF 12-0900 | 222 S ELM ST | REF TO RAU | REF TO RAU | 08/17/12 | | COMM |
| ENF 12-0906 | 207 S CEDAR ST | REF TO RAU | REF TO RAU | 08/28/12 | | VAC |
| ENF 12-0908 | 1340 STINSON ST | PERMIT ISSUED | Resolved | 08/29/12 | 09/04/12 | N |
| ENF 12-0917 | 501 S SHIAWASSEE ST | VN SENT | Letter Sent | 08/30/12 | | COMM |

Total Entries: 21

GARAGE SALE

| Enforcement Number | Address | Previous Status | Status | Filed | Closed | Rental |
|--------------------|---------------|-----------------|----------|----------|----------|--------|
| ENF 12-0797 | 308 MORRIS ST | COMPLIED | Resolved | 08/06/12 | 08/11/12 | Y |

Total Entries: 1

GARBAGE & DEBRIS

| Enforcement Number | Address | Previous Status | Status | Filed | Closed | Rental |
|--------------------|------------------|-----------------|---------------|----------|----------|--------|
| ENF 12-0708 | 114 OAKWOOD AV | CI ISSUED | Resolved | 08/12/12 | 08/20/12 | Y |
| ENF 12-0774 | 710 ADAMS ST | REF TO POLICE | Resolved | 08/01/12 | 08/16/12 | N |
| ENF 12-0777 | 407 N SAGINAW ST | REF TO POLICE | Resolved | 08/01/12 | 08/26/12 | N |
| ENF 12-0791 | 1420 W MAIN ST | REF TO POLICE | REF TO POLICE | 08/01/12 | | Y |

Enforcements By Category

09/10/12

3 / 7

AUGUST, 2012

| | | | | | | |
|-------------|---------------------|--------------------------|-------------------|----------|----------|------|
| ENF 12-0796 | 1325 W STEWART ST | REF TO POLICE | Resolved | 08/06/12 | 08/11/12 | Y |
| ENF 12-0799 | 1403 GEORGE ST | RESOLVED. | Resolved | 08/06/12 | 08/07/12 | Y |
| ENF 12-0805 | 1309 BROADWAY AV | RESOLVED | Resolved | 08/07/12 | 08/21/12 | Y |
| ENF 12-0825 | 418 E OLIVER ST | CHECK | Resolved | 08/10/12 | 08/31/12 | Y |
| ENF 12-0826 | 405 PRINDLE ST | LETTER SENT | Letter Sent | 08/10/12 | | N |
| ENF 12-0827 | 409 PRINDLE ST | REF TO POLICE | Resolved | 08/10/12 | 08/27/12 | Y |
| ENF 12-0829 | 622 N WASHINGTON ST | LETTER SENT | Letter Sent | 08/10/12 | | Y |
| ENF 12-0831 | 409 GRACE ST | LETTER SENT | Letter Sent | 08/13/12 | | N |
| ENF 12-0833 | 421 HURON ST | REF TO POLICE | Resolved | 08/13/12 | 09/03/12 | N |
| ENF 12-0838 | 207 S CEDAR ST | CARD AT DOOR | Resolved | 08/14/12 | 08/15/12 | VAC |
| ENF 12-0839 | 1307 MACK ST | REF TO POLICE FOR RECHEC | Resolved | 08/14/12 | 08/31/12 | Y |
| ENF 12-0849 | 518 RIVER ST | REF TO POLICE | Resolved | 08/16/12 | 08/20/12 | N |
| ENF 12-0855 | 516 GARFIELD AV | VERBAL TO OWNER | Verbal Notice | 08/16/12 | | N |
| ENF 12-0877 | 308 MORRIS ST | VN SENT | Letter Sent | 08/23/12 | | Y |
| ENF 12-0878 | 906 NAFUS ST | REF TO POLICE | Resolved | 08/24/12 | 08/30/12 | N |
| ENF 12-0884 | 729 CLINTON ST | LETTER SENT | Letter Sent | 08/24/12 | | Y |
| ENF 12-0885 | 620 E COMSTOCK ST | LETTER SENT | Letter Sent | 08/22/12 | | Y |
| ENF 12-0887 | 221 S CHIPMAN ST | REF TO POLICE | No Violation | 08/27/12 | 08/27/12 | N |
| ENF 12-0890 | 709 LINGLE AV | LETTER SENT | Letter Sent | 08/14/12 | | N |
| ENF 12-0893 | 215 STATE ST | LETTER SENT | Letter Sent | 08/27/12 | | N |
| ENF 12-0894 | 908 S SHIAWASSEE ST | LETTER SENT | Letter Sent | 08/21/12 | | Y |
| ENF 12-0898 | 319 N CEDAR ST | LETTER SENT | Letter Sent | 08/17/12 | | Y |
| ENF 12-0899 | 615 CLINTON ST | LETTER SENT | Extension Granted | 08/17/12 | | Y |
| ENF 12-0904 | 530 HAMPTON AV | LETTER SENT | Letter Sent | 08/28/12 | | N |
| ENF 12-0907 | 648 ALGER AV | LETTER SENT | Letter Sent | 08/22/12 | | Y |
| ENF 12-0916 | 639 E COMSTOCK ST | LETTER SENT | Letter Sent | 08/30/12 | | N |
| ENF 12-0924 | 828 S BALL ST | LETTER SENT | Letter Sent | 08/21/12 | | COMM |
| ENF 12-0925 | 1309 PEARCE ST | LETTER SENT | Letter Sent | 08/26/12 | | N |

Enforcements By Category

09/10/12

4 / 7

AUGUST, 2012

| | | | | | |
|-------------|-----------------|-------------|-------------|----------|---|
| ENF 12-0926 | 714 ABREY AV | LETTER SENT | Letter Sent | 08/30/12 | Y |
| ENF 12-0927 | 1017 ISHAM ST | LETTER SENT | Letter Sent | 08/30/12 | N |
| ENF 12-0928 | 530 HARRISON AV | LETTER SENT | Letter Sent | 08/30/12 | N |
| ENF 12-0948 | 701 LINGLE AV | LETTER SENT | Letter Sent | 08/27/12 | Y |
| ENF 12-0950 | 824 S PARK ST | LETTER SENT | Letter Sent | 08/30/12 | Y |

Total Entries: 37

LAWN MAINTENANCE

| Enforcement Number | Address | Previous Status | Status | Filed | Closed | Rental |
|--------------------|-------------------|-----------------------|-------------------|----------|----------|--------|
| ENF 12-0779 | 700 WRIGHT AV | LETTER SENT | Closed | 08/01/12 | 08/09/12 | Y |
| ENF 12-0780 | 408 MONROE ST | LETTER SENT | Closed | 08/01/12 | 08/09/12 | N |
| ENF 12-0811 | 221 W STEWART ST | WO SUBMITTED | Resolved | 08/08/12 | 08/31/12 | N |
| ENF 12-0813 | 1261 JACKSON DR | GAVE TO CONTRACTOR TO | WO Submitted | 08/08/12 | | N |
| ENF 12-0814 | 1300 JACKSON DR | GAVE TO CONTRACTOR TO | WO Submitted | 08/08/12 | | VAC |
| ENF 12-0815 | 516 GARFIELD AV | GAVE TO CONTRACTOR TO | WO Submitted | 08/08/12 | | N |
| ENF 12-0816 | 804 CENTER ST | GAVE TO CONTRACTOR TO | WO Submitted | 08/08/12 | | VAC |
| ENF 12-0817 | 120 S ELM ST | GAVE TO CONTRACTOR TO | WO Submitted | 08/08/12 | | VAC |
| ENF 12-0818 | 820 ISHAM ST | LETTER SENT | Resolved | 08/08/12 | 08/16/12 | N |
| ENF 12-0819 | 1420 W MAIN ST | GAVE TO CONTRACTOR TO | WO Submitted | 08/08/12 | | Y |
| ENF 12-0820 | 712 N DEWEY ST | LETTER SENT | Resolved | 08/08/12 | 08/16/12 | N |
| ENF 12-0823 | 313 N OAK ST | WO SUBMITTED | Resolved | 08/10/12 | 08/31/12 | VAC |
| ENF 12-0824 | 315 N OAK ST | GAVE TO CONTRACTOR | WO Submitted | 08/10/12 | | N |
| ENF 12-0834 | 1260 ADAMS ST | CONTRACTOR TO MOW | CONTRACTOR TO MOW | 08/13/12 | | VAC |
| ENF 12-0836 | 624 ALGER AV | GAVE TO CONTRACTOR | WO Submitted | 08/13/12 | | VAC |
| ENF 12-0843 | 408 E EXCHANGE ST | GAVE TO CONTRACTOR | Resolved | 08/15/12 | 09/07/12 | Y |
| ENF 12-0844 | 1314 W STEWART ST | GAVE TO CONTRACTOR | WO Submitted | 08/15/12 | | VAC |
| ENF 12-0850 | 229 S CEDAR ST | LETTER SENT | Letter Sent | 08/16/12 | | VAC |
| ENF 12-0852 | 409 GRACE ST | GAVE TO CONTRACTOR | WO Submitted | 08/16/12 | | VAC |

Enforcements By Category

09/10/12

5 / 7

AUGUST, 2012

| | | | | | | |
|-------------|----------------------|--------------------|------------------|----------|----------|-----|
| ENF 12-0853 | 1437 W MAIN ST | LETTER SENT | Resolved | 08/16/12 | 08/28/12 | N |
| ENF 12-0854 | 832 S BALL ST | LETTER SENT | Resolved | 08/16/12 | 08/28/12 | Y |
| ENF 12-0856 | 729 CLINTON ST | VERBAL NOTICE | Verbal Notice | 08/13/12 | | Y |
| ENF 12-0859 | 990 CORUNNA AV | MOWED BY OWNER | Resolved | 08/17/12 | 08/28/12 | VAC |
| ENF 12-0860 | 528 GARFIELD AV | GAVE TO CONTRACTOR | WO Submitted | 08/17/12 | | VAC |
| ENF 12-0864 | 1064 TRACY ST | GAVE TO CONTRACTOR | WO Submitted | 08/21/12 | | VAC |
| ENF 12-0865 | 1600 W SOUTH ST | GAVE TO CONTRACTOR | WO Submitted | 08/21/12 | | VAC |
| ENF 12-0866 | 702 GLENWOOD AV | LETTER SENT | Resolved | 08/21/12 | 08/31/12 | VAC |
| ENF 12-0867 | 518 RIVER ST | LETTER SENT | Resolved | 08/21/12 | 08/31/12 | N |
| ENF 12-0868 | 319 E STEWART ST | EMAILED CONSUMERS | Complaint Logged | 08/21/12 | | N |
| ENF 12-0869 | 302 S SHIAWASSEE ST | LETTER SENT | Resolved | 08/21/12 | 08/31/12 | N |
| ENF 12-0874 | 1209 WILLOW ST | LETTER SENT | Letter Sent | 08/22/12 | | N |
| ENF 12-0879 | 1408 W MAIN ST | GAVE TO CONTRACTOR | WO Submitted | 08/24/12 | | N |
| ENF 12-0880 | 1021 S SHIAWASSEE ST | LETTER SENT | Resolved | 08/24/12 | 09/05/12 | Y |
| ENF 12-0886 | 221 S CHIPMAN ST | LETTER SENT | Resolved | 08/27/12 | 09/05/12 | VAC |
| ENF 12-0888 | 937 KENWOOD DR | GAVE TO CONTRACTOR | WO Submitted | 08/27/12 | | N |
| ENF 12-0889 | 1014 BEEHLER ST | LETTER SENT | Resolved | 08/27/12 | 09/07/12 | Y |
| ENF 12-0891 | 215 STATE ST | LETTER SENT | Resolved | 08/27/12 | 09/07/12 | N |
| ENF 12-0892 | 214 STATE ST | LETTER SENT | Resolved | 08/27/12 | 09/07/12 | N |
| ENF 12-0901 | 1020 N WATER ST | LETTER SENT | Resolved | 08/28/12 | 09/07/12 | Y |
| ENF 12-0902 | 1803 W STEWART ST | LETTER SENT | WO Submitted | 08/28/12 | | N |
| ENF 12-0903 | 1711 FREDERICK ST | LETTER SENT | Letter Sent | 08/28/12 | | N |
| ENF 12-0919 | 211 E WILLIAMS ST | LETTER SENT | Letter Sent | 08/31/12 | | Y |
| ENF 12-0920 | 918 E MASON ST | LETTER SENT | Resolved | 08/31/12 | 09/07/12 | N |
| ENF 12-0921 | 820 N WATER ST | LETTER SENT | Letter Sent | 08/31/12 | | Y |
| ENF 12-0923 | 215 E WILLIAMS ST | LETTER SENT | WO Submitted | 08/31/12 | | Y |

Total Entries:

45

Enforcements By Category

09/10/12

6 / 7

AUGUST, 2012

LIGHTING VIOLATION

| Enforcement Number | Address | Previous Status | Status | Filed | Closed | Rental |
|-----------------------|--------------|-----------------|-------------|----------|--------|--------|
| ENF 12-0882 | 643 ADAMS ST | LETTER SENT | Letter Sent | 08/24/12 | | N |
| Total Entries: | | | | <u>1</u> | | |

MISC VEHICLE VIOL

| Enforcement Number | Address | Previous Status | Status | Filed | Closed | Rental |
|-----------------------|---------------------|-----------------|-------------|----------|--------|--------|
| ENF 12-0895 | 302 S SHIAWASSEE ST | LETTER SENT | Letter Sent | 08/21/12 | | N |
| Total Entries: | | | | <u>1</u> | | |

MISC.

| Enforcement Number | Address | Previous Status | Status | Filed | Closed | Rental |
|-----------------------|-----------------------|---------------------|-------------------|----------|----------|--------|
| ENF 12-0778 | 407 N SAGINAW ST | RECHECK | Resolved | 08/01/12 | 09/04/12 | N |
| ENF 12-0812 | 1070 AIKEN RD | TALKED WITH SHUSTER | INSPECTION PENDIN | 08/08/12 | | COMM |
| ENF 12-0828 | 702 N DEWEY ST | REF TO POLICE | Resolved | 08/10/12 | 08/29/12 | N |
| ENF 12-0835 | 439 CURWOOD DR | LETTER SENT | Letter Sent | 08/13/12 | | Y |
| ENF 12-0913 | 706 WILLOW SPRINGS DR | LETTER SENT | Letter Sent | 08/29/12 | | N |
| ENF 12-0915 | 828 N GOULD ST | CLOSE PER COMPEAU | Resolved | 08/30/12 | 08/30/12 | VL |
| Total Entries: | | | | <u>6</u> | | |

MULTIPLE VIOLATIONS

| Enforcement Number | Address | Previous Status | Status | Filed | Closed | Rental |
|-----------------------|----------------|-------------------|-------------|----------|----------|--------|
| ENF 12-0790 | 804 CENTER ST | LETTER SENT | Letter Sent | 08/01/12 | | VAC |
| ENF 12-0792 | 820 ISHAM ST | LETTER SENT | Letter Sent | 08/01/12 | | N |
| ENF 12-0801 | 332 PRINDLE ST | 2ND REF TO POLICE | Resolved | 08/06/12 | 08/20/12 | VAC |
| ENF 12-0804 | 1128 GEORGE ST | REF TO POLICE | Resolved | 08/03/12 | 08/21/12 | N |
| ENF 12-0883 | 1433 HENRY ST | N & O SENT | N & O Sent | 08/24/12 | | N |
| Total Entries: | | | | <u>5</u> | | |

Enforcements By Category

09/10/12

7 / 7

AUGUST, 2012

RENTAL UNIT VIOL

| Enforcement Number | Address | Previous Status | Status | Filed | Closed | Rental |
|-----------------------|------------------|------------------|----------------|----------|--------|--------|
| ENF 12-0848 | 411 N CHIPMAN ST | REF TO FIRE DEPT | REF TO COMPEAU | 08/15/12 | | APTS |
| ENF 12-0922 | 719 BROADWAY AV | LETTER SENT | Letter Sent | 08/31/12 | | Y |
| Total Entries: | | | | <u>2</u> | | |

ZONING

| Enforcement Number | Address | Previous Status | Status | Filed | Closed | Rental |
|-----------------------|---------------------|--------------------------|------------|----------|----------|--------|
| ENF 12-0841 | 410 S WASHINGTON ST | REF TO POLICE FOR RECHEC | Resolved | 08/14/12 | 08/21/12 | COMM |
| ENF 12-0909 | 318 E OLIVER ST | REF TO RAU | REF TO RAU | 08/22/12 | | COMM |
| Total Entries: | | | | <u>2</u> | | |

Total Records: 133

Enforcement.DateFiled Between 08/01/2012 AND

Total Pages: 7

RENTAL COLUMN DEFINITIONS

Y - Yes, it's a rental
N - No, it's not a rental - owner occupied
APTS - Apartment Building
COMM - Commercial
REPO - Repossession
TRAIL - Trailer Park
VAC - Vacant House
VL - Vacant Lot



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

MEMORANDUM

DATE: September 6, 2012

TO: City Council

FROM: Michael Compeau
Director of Public Safety

RE: August Police Report

Attached are the statistics for the police department for August 2012. This report includes activity for the month of August and year to date statistics. Also attached is a list of field contacts. Field contacts are incidents that the police are dispatched to that require no further follow up than the police officers initial response.

There were thirteen burning complaints in the month of August six were in violation of the ordinance and issued a citation.



Case Assignment/Clearance Report For August, 2012

August 2012

| Offenses | Current Month | | Year-To-Date | | Percent Cleared |
|-----------------------------|---------------|---------|--------------|---------|--------------------|
| | Assigned | Cleared | Assigned | Cleared | |
| PART I OFFENSES | | | | | |
| ROBBERY | 1 | 0 | 4 | 4 | 100 % |
| AGGRAVATED ASSAULT | 1 | 0 | 13 | 13 | 100 % |
| BURGLARY | 5 | 3 | 35 | 39 | 111 % |
| LARCENY | 32 | 23 | 275 | 203 | 73 % |
| MOTOR VEHICLE THEFT | 2 | 1 | 8 | 4 | 50 % |
| SIMPLE ASSAULT | 11 | 8 | 65 | 46 | 70 % |
| ARSON | 1 | 0 | 6 | 7 | 116 % |
| FORGERY & UTTERING | 0 | 0 | 2 | 4 | 200 % |
| COUNTERFEITING | 1 | 0 | 1 | 0 | 0 % |
| FRAUD | 4 | 1 | 45 | 31 | 68 % |
| EMBEZZLEMENT | 0 | 0 | 1 | 0 | 0 % |
| WEAPON CRIMES- CARRY, POSS, | 0 | 0 | 4 | 9 | 225 % |
| PROSTITUTION | 0 | 0 | 0 | 0 | 0 % |
| SEX OFFENSES 1/ UNDER AGE - | 3 | 2 | 24 | 25 | 104 % |
| NARCOTICS VOLIATIONS | 5 | 2 | 46 | 48 | 104 % |
| GAMBLING VIOLATIONS | 0 | 0 | 0 | 0 | 0 % |
| VANDALISM-DAMAGE-DESTRUCTIO | 0 | 0 | 0 | 0 | 0 % |
| HOMICIDE 1 | 0 | 0 | 0 | 0 | 0 % |
| HOMICIDE | 0 | 0 | 0 | 0 | 0 % |
| RAPE / NON - FAMILY | 1 | 1 | 1 | 1 | 100 % |
| SEX OFFENSES 2 | 3 | 2 | 24 | 25 | 104 % |
| PARENTAL KIDDNAP | 0 | 0 | 0 | 0 | 0 % |
| KIDNAPPING | 0 | 0 | 0 | 0 | 0 % |
| BURGLARY RESIDENTIAL | 2 | 1 | 26 | 14 | 53 % |
| BURGLARY COMMERCIAL | 0 | 1 | 3 | 2 | 66 % |
| RESISTING/OBSTRUCTING | 1 | 0 | 4 | 4 | 100 % |
| PART I OFFENSES | 73 | 45 | 587 | 479 | 81 % |
| PART II OFFENSES | | | | | |
| PAROLE/PROBATION VIOLATION | 0 | 0 | 1 | 1 | 100 % |
| NATURAL DEATH | 2 | 1 | 13 | 9 | 69 % |
| RETAIL FRAUD | 1 | 0 | 15 | 9 | 60 % |
| RUNAWAY | 5 | 3 | 55 | 34 | 61 % |
| VIOLATION PPO/ COURT ORDER | 1 | 1 | 3 | 3 | 100 % |

| Offenses | Current Month | | Year-To-Date | | Percent Cleared |
|--------------------------------|---------------|------------|--------------|--------------|--------------------|
| | Assigned | Cleared | Assigned | Cleared | |
| FAMILY NONSUPPORT | 0 | 0 | 0 | 0 | 0 % |
| SUSPICIOUS DEATH | 0 | 1 | 3 | 3 | 100 % |
| TRAFFIC OFFENSES OTHER | 3 | 2 | 23 | 10 | 43 % |
| CRIMINAL CASE OTHER | 0 | 0 | 0 | 0 | 0 % |
| WARRANT ARREST | 19 | 13 | 139 | 107 | 76 % |
| SUSPICIOUS CIRCUMSTANCES | 8 | 5 | 38 | 31 | 81 % |
| WARRANT ADVISED | 0 | 0 | 0 | 0 | 0 % |
| MENTAL ORDER-ECO / TDO | 7 | 5 | 56 | 46 | 82 % |
| DOMESTIC ASSAULT/SITUATION | 17 | 11 | 137 | 91 | 66 % |
| ILLEGAL DUMPING | 0 | 0 | 0 | 0 | 0 % |
| FOUND PROPERTY | 10 | 8 | 82 | 129 | 157 % |
| RECOVERED PROPERTY | 0 | 0 | 0 | 0 | 0 % |
| ANNOYING PHONE CALLS | 1 | 0 | 2 | 2 | 100 % |
| TRESPASSING | 1 | 0 | 15 | 9 | 60 % |
| DOA | 0 | 0 | 0 | 0 | 0 % |
| ANIMAL COMPLAINTS | 5 | 2 | 42 | 33 | 78 % |
| MISSING PERSON | 1 | 1 | 6 | 3 | 50 % |
| WARRANT OBTAINED | 0 | 0 | 0 | 0 | 0 % |
| PROPERTY-LOST | 0 | 0 | 1 | 0 | 0 % |
| SAFEKEEPING OF WEAPON | 0 | 0 | 0 | 0 | 0 % |
| SUICIDE AND ATTEMPTED SUICIDES | 0 | 0 | 2 | 1 | 50 % |
| TRAFFIC - HIT & RUN | 2 | 1 | 19 | 15 | 78 % |
| FIRES - NOT ARSON | 1 | 1 | 5 | 3 | 60 % |
| LOST PROPERTY | 0 | 0 | 0 | 0 | 0 % |
| NON-CRIMINAL CASE | 21 | 8 | 146 | 100 | 68 % |
| CRIMES AGAINST FAMILY & | 0 | 0 | 1 | 2 | 200 % |
| DRIVING WHILE IMPAIRED | 3 | 3 | 29 | 33 | 113 % |
| LIQUOR LAW VIOLATIONS | 5 | 4 | 32 | 14 | 43 % |
| DISORDERLY CONDUCT | 4 | 3 | 40 | 27 | 67 % |
| OTHER CRIMES | 30 | 27 | 177 | 145 | 81 % |
| IMPOUND / TOW FOLLOW-UP | 0 | 0 | 0 | 0 | 0 % |
| FALSE ALARM | 1 | 1 | 1 | 1 | 100 % |
| MOTOR VEHICLE CRASH | 28 | 16 | 270 | 190 | 70 % |
| THREATS | 0 | 0 | 0 | 0 | 0 % |
| PROPERTY CRIMES, POSS, SALE, | 0 | 0 | 0 | 0 | 0 % |
| DAMAGE TO PROPERTY | 21 | 20 | 116 | 102 | 87 % |
| PART II OFFENSES | 197 | 137 | 1,469 | 1,153 | 78 % |
| Grand Totals: | 270 | 182 | 2,056 | 1,632 | 79 % |

Field Contact By Reason Summary Report

Date Range: 08/01/2012 - 08/31/2012, Agency: OWPD

| Reason for Contact | Count |
|---------------------------|--------------|
| 911 Hang Up | 23 |
| False Alarm Commercial | 24 |
| False Alarm Residential | 6 |
| All Other Service Reports | 15 |
| Animal Complaints Other | 40 |
| Assist Ambulance | 6 |
| Assist To Other Dept | 28 |
| Assist Fire Dept | 1 |
| Attempt To Locate | 33 |
| Barking Dog | 8 |
| Burning Ordinance | 7 |
| Civil Dispute | 17 |
| Code Enforcement - Owosso | 14 |
| Deliver Emergency Message | 3 |
| Disturbance | 24 |
| Fight / No Assault | 4 |
| Fireworks | 5 |
| Found Property | 3 |
| Gun Permit/register | 40 |
| Harrassment | 7 |
| Investigate Vehicle | 4 |
| Loud Music | 5 |
| Loud Party | 7 |
| Damage To Property | 1 |
| Motorist Assist | 3 |
| Open Door | 5 |
| Ordinance Violation | 9 |
| Parking Problem | 38 |
| Pawn Ticket | 185 |
| Peace Officer | 25 |
| Prowler | 2 |
| Reckless Driver | 3 |
| Road Hazard | 3 |

| Reason for Contact | Count |
|---------------------------|--------------|
| Suspicious Person | 24 |
| Suspicious Situation | 65 |
| Suspicious Vehicle | 13 |
| Trouble With Kids | 30 |
| Trouble With Neighbor | 22 |
| Trouble With Subject | 74 |
| Trespassing | 1 |
| Phone Harassment | 8 |
| Unwanted Subject | 9 |
| Vacation Check On Home | 6 |
| Vehicle Inspection | 1 |
| Welfare Check | 26 |
| Wire Down | 1 |
| Work Traffic | 129 |

BURNING ORDINANCE VIOLATION - CITATION ISSUED

8-1-12 thru 8-31-12

| INCI_ID | DATE_REPT | | STREET | STREET |
|-----------|------------|----------|--------|----------------|
| 201205561 | 08/14/2012 | 16:31:02 | 421 | E HURON ST |
| 201205571 | 08/14/2012 | 23:21:53 | 320 | N OAK ST |
| 201205745 | 08/20/2012 | 20:33:02 | 815 | S WOODLAWN AVE |
| 201205763 | 08/21/2012 | 19:34:43 | 622 | N WATER ST |
| 201205840 | 08/24/2012 | 02:49:14 | 705 | W GRACE ST |
| 201205907 | 08/26/2012 | 09:37:07 | 1108 | S CHIPMAN ST |

BURNING ORDINANCE VIOLATIONS - NO CITATION

8-1-12 thru 8-31-12

| CASE_ID | FCDATE | STREET | STREET |
|-----------|---------------------|--------|---------------------------|
| 201205229 | 08/02/2012 21:51:00 | 639 | E COMSTOCK ST |
| 201205557 | 08/14/2012 14:25:00 | 815 | S STATE ST |
| 201205693 | 08/18/2012 20:27:00 | 599 | S DIVISION ST/E MONROE ST |
| 201205722 | 08/19/2012 17:26:00 | 308 | S MORRIS ST |
| 201205754 | 08/21/2012 11:14:00 | 411 | N RANDOLPH ST |
| 201205859 | 08/24/2012 21:03:00 | 811 | E CORUNNA AVE |
| 201205980 | 08/28/2012 21:16:00 | 639 | E COMSTOCK ST |



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MEMORANDUM

DATE: September 6, 2012

TO: City Council

FROM: Michael Compeau
Director of Public Safety

RE: August Fire Report

During the month of August the Fire Department responded to 181 Ambulances calls.

- 116 were city residents.
 - 7 in town transfers to other facilities or homes
 - 27 out of town transfers
 - 83 to local hospitals
- 22 were non-residents.
 - 3 out of town transfers
 - 18 to local hospitals
- 43 required no transport.

During the month of August the Fire Department responded to 15 fire calls.

- 1 brush fires
- 2 good intent calls (resident smelled smoke called but nothing found)
- 5 auto accidents
- 3 false alarms
- 1 brush fire
- 1 dumpster fire
- 2 burning complaints

During the month of August the Fire Department completed the following:

- Thirty-one rental inspections
- Thirty-five rental re-inspections
- Three tours of the fire department by local groups
- Twenty-two blight reports submitted by the fire department

**REGULAR MEETING MINUTES
OWOSSO DDA / MAIN STREET
Council Chambers, City Hall
August 1, 2012 – 7:30 am.**

MEETING CALLED TO ORDER at 7:30 a.m. by Chairman Dave Acton.

ROLL CALL was taken by Recording Secretary Marty Stinson.

MEMBERS PRESENT: Chairman Dave Acton; Treasurer James Demis; Authority Members Bill Gilbert, Dawn Gonyou, Mistie Jordan. Authority Member Lance Omer (arrived 7:31 am.). Vice-chairperson Barb Bucsi (arrived 7:35 a.m.); Secretary Alaina Kraus (arrived 7:35 a.m.).

MEMBERS ABSENT: Authority Member Ben Frederick.

OTHERS PRESENT: Heather Rivard, DDA / Owosso Main Street Manager; Adam Zettel, Assistant City Manager and Director of Community Development.

AGENDA:

MOTION BY AUTHORITY MEMBER DEMIS, SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE AGENDA FOR AUGUST 1, 2012.

YEAS ALL. MOTION CARRIED.

MINUTES:

MOTION BY AUTHORITY MEMBER GILBERT, SUPPORTED BY AUTHORITY MEMBER BUCSI TO APPROVE THE MINUTES FOR THE MEETING OF JULY 11, 2012 WITH THE FOLLOWING CHANGES: BEN FREDERICK WAS IN ATTENDANCE; UNDER PURCHASING PROCESS, CHANGE WORK ORDER TO WORK PLAN, AND CHANGE PROPER FORM TO PURCHASE ORDER REQUEST FORM; UNDER MAIN STREET MANAGER JOB DESCRIPTION REMOVE THE SECOND PARAGRAPH; UNDER CAR CRUISE STREET PERMIT RECOMMENDATIONS REMOVE REFERENCES TO A THIRD PUBLIC HEARING; UNDER COMMITTEE REPORTS, DESIGN, REMOVE TRASH CANS BEING BOLTED DOWN; AND THE MEETING WAS ADJOURNED AT 8:25 A.M. YEAS ALL. MOTION CARRIED.

PUBLIC / BOARD / STAFF COMMENTS: None

COMMITTEE UPDATES

1. Design – Authority Member Gilbert

Mr. Gilbert reported that the big task is ahead now – putting the plans into action. He reviewed the list of work plans, and commented on business stewardship. He said the businesses should get involved in their own footprint such as removing grass in the sidewalk in front of their business and washing their own windows.

2. Promotion – Authority Member Jordan

Ms. Jordan stated they had a good meeting and reviewed the many successes. They have five work plans which she likes very much. The details become clearer with a work plan.

3. Organization – Chairman Acton

Mr. Acton said that all former members continued this year, and there is a new volunteer for the work plans and another for the newsletter. Mr. Acton's wife is working on a volunteer data base, and a business inventory is also completed by her. There is also a volunteer now for photo archives and picture taking.

4. Economic Restructuring – Chairman Acton

Mr. Acton explained each new plan.

Authority Member Gilbert said there are 31 work plans. If something happens where another work plan evolves, the board needs to approve it. If a plan needs financing more than the plan calls for, that also needs to come back to the board.

ITEMS OF BUSINESS:

1. CHECK REGISTER APPROVAL.

JULY CHECK REGISTER - OWOSSO MAIN STREET

| Check Date | Vendor Name | Description | Account Number | Amount | Check Number | FY12 | FY13 |
|------------|---------------------------------|---|----------------------------|----------|--------------|------|------|
| 7/12/2012 | Aubrey Grant | Promo - DOFM Market Master Wages, July 2012 | 296-696-818.700 | 728.57 | 1502 | | x |
| 7/12/2012 | Tracey Mercado | Promo - DOFM Market Master Wages, July 2012 | 296-696-818.700 | 728.57 | 1504 | | x |
| 7/12/2012 | Devon Redmond | Design - Flower Bed Watering | 296-697-818.000 | 260.00 | 1506 | | x |
| 7/12/2012 | Devon Redmond | Design - Flower Bed Watering | 296-697-818.000 | 184.00 | 1507 | x | |
| 7/12/2012 | Sunburst Gardens | Design - Flower Bed Maintenance + Prep | 296-697-818.000 | 2,775.00 | 1521 | x | |
| 7/19/2012 | Heather Rivard | Org - Main Street Manager wages | 296-200-818.000 | 1,384.61 | 1522 | | x |
| 7/20/2012 | Burning Media Group | Design - Wayfinding costs | 296-697-974.000-WAYFINDING | 7,500.00 | 1525 | x | |
| 7/25/2012 | Tractor Supply Company | Promo - Cruise to the Castle | 296-696-818.770 | 209.94 | 1526 | | x |
| 7/25/2012 | AutoZone | Promo - Cruise to the Castle | 296-696-818.770 | 235.07 | 1527 | | x |
| 7/25/2012 | Aubrey Grant | Promo - DOFM Market Master Wages, August 2012 | 296-696-818.700 | 728.57 | 1529 | | x |
| 7/25/2012 | Tracey Mercado | Promo - DOFM Market Master Wages, August 2012 | 296-696-818.700 | 728.57 | 1530 | | x |
| 7/25/2012 | Jeff Peltier | Promo - Advertising Trailer | 296-696-802.000 | 200.00 | 1531 | x | |
| 7/25/2012 | John Hankerd | Promo - Advertising Trailer | 296-696-802.000 | 150.00 | 1532 | x | |
| 7/25/2012 | B&C DJ's and Sound | Promo - Car Cruise | 296-696-818.760 | 200.00 | 1533 | | x |
| 7/25/2012 | Community Radio Watch | Promo - Car Cruise | 296-696-818.760 | 100.00 | 1534 | x | |
| 7/25/2012 | Owosso Ampitheater Association | Promo - Advertising | 296-696-802.000 | 400.00 | 1535 | x | |
| 7/25/2012 | B&C DJ's and Sound | Promo - Cruise to the Castle | 296-696-818.770 | 400.00 | 1536 | | x |
| 7/25/2012 | The Independent Newspaper Group | Promo - Farmers Market Advertising | 296-696-818.700 | 446.00 | 1537 | x | |
| 7/25/2012 | Mary Borroum | Promo - DOFM Subsidy Reimbursement | 296-000-158.200 | 32.00 | 1538 | | x |
| 7/25/2012 | Roger and Dawn Hall | Promo - DOFM Subsidy Reimbursement | 296-000-158.200 | 106.00 | 1539 | | x |
| 7/25/2012 | Joseph Jelinek | Promo - DOFM Subsidy Reimbursement | 296-000-158.200 | 140.00 | 1540 | | x |
| 7/25/2012 | Bill Wesenberg | Promo - DOFM Subsidy Reimbursement | 296-000-158.200 | 206.00 | 1541 | | x |
| 7/25/2012 | Forest Wolfrom | Promo - DOFM Subsidy Reimbursement | 296-000-158.200 | 6.00 | 1542 | | x |
| 7/25/2012 | Mary Borroum | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 34.00 | 1543 | | x |
| 7/25/2012 | Mary Gibson | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 23.00 | 1544 | | x |
| 7/25/2012 | Great Harvest Bread | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 119.00 | 1545 | | x |
| 7/25/2012 | Roger and Dawn Hall | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 89.00 | 1546 | | x |
| 7/25/2012 | Joseph Jelinek | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 75.00 | 1547 | | x |
| 7/25/2012 | Kanthe Farm | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 15.00 | 1548 | | x |
| 7/25/2012 | Sue Treen | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 8.00 | 1549 | | x |
| 7/25/2012 | Bill Wesenberg | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 168.00 | 1550 | | x |
| 7/25/2012 | Forest Wolfrom | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 11.00 | 1551 | | x |
| 7/25/2012 | Great Harvest Bread | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 25.00 | 1552 | | x |
| 7/25/2012 | Roger and Dawn Hall | Promo - DOFM Subsidy Reimbursement | 296-000-158.200 | 60.00 | 1553 | | x |
| 7/25/2012 | Roger and Dawn Hall | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 35.00 | 1554 | | x |

| | | | | | | |
|-----------|----------------------------------|--|--------------------------------|-----------|------|---|
| 7/25/2012 | Kanthe Farm | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 10.00 | 1555 | x |
| 7/25/2012 | Mary Borroum | Promo - DOFM Subsidy Reimbursement | 296-000-158.200 | 22.00 | 1556 | x |
| 7/25/2012 | Mary Borroum | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 16.00 | 1557 | x |
| 7/25/2012 | Mary Gibson | Promo - DOFM Subsidy Reimbursement | 296-000-158.200 | 20.00 | 1558 | x |
| 7/25/2012 | Pam Baese | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 29.00 | 1559 | x |
| 7/25/2012 | Sue Treen | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 7.00 | 1560 | x |
| 7/25/2012 | Tammy Hart | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 45.00 | 1561 | x |
| 7/25/2012 | Ed Wracan | Promo - DOFM Subsidy Reimbursement | 296-000-158.000 | 36.00 | 1562 | x |
| 7/25/2012 | Jim Demis | Org - Supplies | 296-200-728.000 | 10.00 | 1563 | x |
| 7/25/2012 | Connectic Marketing and Printing | Org - Year of the Volunteer | 296-695-818.000 | 22.00 | 1564 | x |
| 7/25/2012 | Heather Rivard | Org - Main Street Manager wages | 296-200-818.000 | 1,384.61 | 1565 | x |
| 7/25/2012 | Crooked Tree Nursery | Design - Woodard Place | 296-697-974.000- WOODARDPLC | 8,948.26 | 1566 | x |
| 7/25/2012 | Lorraine Weckwert | Design - Flower beds downtown | 296-696-818.000 | 393.53 | 1567 | x |
| 7/25/2012 | City of Owosso | Org - Copying and IT services | 296-200-728.000 | 101.69 | 1568 | x |
| 7/25/2012 | City of Owosso | Design - Maintenance (taxes) | 296-200-831.000 | 655.91 | 1569 | x |
| 7/25/2012 | City of Owosso | Design - Maintenance (water bill) | 296-200-831.000 | 360.40 | 1570 | x |
| 7/25/2012 | City of Owosso | Design - Maintenance (taxes) | 296-200-831.000 | 270.71 | 1571 | x |
| 7/25/2012 | City of Owosso | Design - Maintenance (taxes) | 296-200-831.000 | 742.43 | 1572 | x |
| 7/25/2012 | City of Owosso | Design - Maintenance (water bill) | 296-200-831.000 | 123.04 | 1573 | x |
| 7/25/2012 | Kelly's Refuse Service | Design - Maintenance - Trash Service | 296-200-831.000 | 562.50 | 1574 | x |
| 7/25/2012 | Sunburst Gardens | Design - Flower Bed Maintenance + Prep | 296-697-818.000 | 215.00 | 1575 | x |
| 7/25/2012 | Sunburst Gardens | Design - Flower Bed Maintenance + Prep | 296-697-818.000 | 560.00 | 1576 | x |
| 7/25/2012 | Sunburst Gardens | Design - Flower Bed Maintenance + Prep | 296-697-818.000 | 1,600.00 | 1577 | x |
| 7/25/2012 | City of Owosso | Design - Flower Bed Maintenance + Prep | 296-697-818.000 | 193.66 | 1578 | x |
| 7/25/2012 | Faber's Greenhouse | Design - Flower baskets | 296-697-818.700 | 4,800.00 | 1579 | x |
| TOTAL | | | | 39,639.64 | | |

**MOTION BY AUTHORITY MEMBER BUCSI, SUPPORTED BY AUTHORITY MEMBER KRAUS TO ACCEPT THE CHECK REGISTER AS PRESENTED.
YEAS ALL. MOTION CARRIED.**

2. BUDGET REPORT.

Ms. Heather Rivard, DDA / Owosso Main Street Manager, handed out the budget report as she explained it is in transition. The account numbers will soon correlate with the work plans. Each committee will know where they stand with money balances.

3. MICHIGAN MAIN STREET REQUIRED MONTHLY REPORTS FY 12

4. MICHIGAN MAIN STREET REQUIRED MONTHLY REPORTS FY 13

5. MICHIGAN MAIN STREET REQUIRED ANNUAL REPORT FY 12

Ms Rivard stated that as of yesterday, all monthly reports are completed and up to date with data she has accumulated. This is a valuable tool when in discussion with other organizations. Starting in August, each committee chair is responsible for their section. Ms. Rivard will be working with the committee chairs in developing tools for reporting the pertinent data. Chairman Acton said that we can start using this as a self-evaluation tool also.

Ms. Rivard stated the annual report is about 80% from the monthly reports and that she will complete this year's report. Next year should be done with committee chairs.

6. MICHIGAN MAIN STREET REQUIRED SELF ASSESSMENT.

Mr. Acton stated that all board members are asked to do a self assessment by August 10. Evaluation and results from Main Street will lead to great improvements for the board. Authority Member Kraus said that each question has an explanation portion. Authority Member Gilbert stated it has taken him 20 to 30 minutes previously to complete the questionnaire.

7. BOARD BOOKS.

Each board member was given a large binder. Ms. Rivard reported that it was Chairman Acton's idea to have crystal clear communications. Every month there will be many policies and other documents. There are eight parts to the binder. Ms. Rivard explained each section and what would go in them.

Chairman Acton noted they will still be using electronic communication, but giving board members individual opportunity to print what they need. Ms. Rivard distributed the purchasing policy and the director's job description for inclusion in the new binders.

8. COMMITTEE CHAIR JOB DESCRIPTIONS.

The descriptions are updates from previous forms to reaffirm to the current chairs what their responsibilities are per Chairman Acton. They will also be getting booklets from Main Street for each committee when they become available.

MOTION BY AUTHORITY MEMBER BUCSI, SUPPORTED BY AUTHORITY MEMBER JORDAN TO ACCEPT THE COMMITTEE CHAIR JOB DESCRIPTIONS AS PRESENTED.

YEAS ALL. MOTION CARRIED.

Director Rivard distributed copies of the descriptions to the board and will have the chairs sign after the meeting. Chairman Acton noted there will be a volunteer job description coming along in the future.

9. BOARD MEETING MINUTES TAKING

Because of staff changes, Marty Stinson has had to take on additional work causing overtime. She will no longer be available to take the DDA/OMS minutes. Board Member Kraus will do the minutes in the future.

Director Rivard noted that Michigan Main Street pushes for minimal minutes. Board Member Demis mentioned that he has seen two hour meetings boiled down to one page.

BOARD COMMENTS:

Director Rivard set September 5 for a meeting with MMS at 10 a.m. for a one hour meeting. They will also meet with each committee that same day and then with the whole board. Times for those meetings will be set later.

Another meeting was set for Work Plan Development for December 10 from 3 to 8 p.m. at Chairman Acton's office at the Woodard Station. They will be setting goals for 2013.

Board Member Jordan mentioned that a new store, "Etcetera" is having its grand opening today at 10:30.

ADJOURNMENT:

MOTION BY AUTHORITY MEMBER GILBERT, SUPPORTED BY AUTHORITY MEMBER KRAUSS, TO ADJOURN THE MEETING AT 8:36 AM.

YEAS ALL. MOTION CARRIED.

Alaina Kraus, Secretary

m.m.s.

MINUTES FOR THE REGULAR MEETING
OWOSSO HISTORIC DISTRICT COMMISSION
AUGUST 15, 2012 at 6:00 p.m.
COUNCIL CHAMBERS / CITY HALL

MEETING WAS CALLED TO ORDER at 5:59 p.m. by Chairperson Newman.

MEMBERS PRESENT: Chairperson Scott Newman, Vice-Chairman Vincent Gonyou; Secretary Phil Hathaway; Commissioners Lance Omer, Matthew Van Epps (arrived 6:02 p.m.), and Gary Wilson.

MEMBERS ABSENT: Commissioner James Eaton.

OTHERS PRESENT: Sarah Warren-Riley, Housing Program Manager; Adam Zettel, Assistant City Manager and Director of Community Development; Elaine Robinson, Preservation Planner, and Shelley Greene, Architectural Historian, both from Commonwealth Cultural Resources Group, Inc.; Heather Rivard, Director of Owosso Main Street; Lorraine Weckwert, Owosso Historical Commission; Mr. & Mrs. Dave Acton.

AGENDA APPROVAL: Motion by Commissioner Omer, supported by Commissioner Wilson to approve the agenda for August 15, 2012 as presented.
Yeas: All. Motion was passed.

MINUTES APPROVAL: Motion by Commissioner Hathaway, supported by Commissioner Gonyou to approve the minutes for the meeting of June 20, 2012. (There was no meeting in July, 2012.)
Yeas: All. Motion was passed.

COMMUNICATIONS:

- 1) Staff Memorandum
- 2) Meeting minutes of June 20, 2012

PUBLIC COMMENTS: None.

COMMITTEE REPORTS: None.

PUBLIC HEARINGS: None.

ITEMS OF BUSINESS:

1) Discussion on the National Register of Historic Places nomination process.

The representatives from Commonwealth Cultural Resources Group, Inc. who are helping with the process for the nomination process for the NRHP are Elaine Robinson, Preservation Planner, and Shelley Greene, Architectural Historian. Lorraine Weckwert was introduced as the driving force behind creating the local historic district who spent many hours photographing and researching data on the downtown buildings.

Commissioner Van Epps arrived at 6:02 p.m.

Ms. Robinson and Ms. Greene distributed SHPO information to the board. Discussion of the map of the proposed downtown district was slightly larger than had previously been used by the city. The boundaries are still open for further evaluation and may change.

Ms. Robinson continued that the Historic District Commission could expect that their criteria for evaluation included this listing:

- events that have made a significant contribution to the broad patterns of our local history; or
- the lives of persons significant in our past; or
- things that embody the distinctive characteristics of a type, period or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant or distinguishable entity whose components may lack individual distinction; or
- have yielded, or may be likely to yield, information important in prehistory or history.

One activity will be photographing all buildings. The National Registry nomination has specific requirements that have to be followed; and that is why some of this work is being repeated from work previously done by others. They will be doing their own research as well as reviewing research done by others; reading the archived Owosso newspapers; and talking to people.

Mr. & Mrs. Dave Acton were in attendance and wanted to contact the board regarding a retail property they are in the process of buying. The front door is in really bad condition, but they want to completely comply with the Secretary of Interior Standards for Rehabilitation. It was decided they will meet with Chairman Newman tomorrow.

Ms. Robinson continued that they will write a report for the Steam Railroading Institute which is not a part of the current nomination, but could be turned into a historic district on it's own at a later time. They will also be researching Sanborn maps, city directories, and building permits. It was noted that there are old tax records stored in the Gould house.

6:35 p.m. Commissioner Omer left.

Ms. Robinson said they will be looking at all the buildings and then will make a determination if they are contributing or noncontributing.

6:43 p.m. Commissioner Hathaway left.

Ms Greene and Ms. Robinson will have a database that will be shared with the city. They will both be in the downtown area most of the rest of the summer. Ms. Robinson appreciates the willingness of this board to assist with their offers of help.

ADJOURNMENT:

Motion by Commissioner Van Epps, supported by Commissioner Wilson to adjourn the meeting at 6:53 p.m.

Yeas: All. Motion was passed.

Phil Hathaway, Secretary

**Minutes
Regular Meeting of the Parks & Recreation Commission
Council Chambers, City Hall
August 27, 2012 – 6 p.m.**

The meeting was called to order at 6:02 p.m. by Chairman Hebekeuser.

Roll call was taken by Recording Secretary Marty Stinson.

Members Present: Chairman Jerry Hebekeuser; Commissioners Tim Alderman, Sherri Chavora, Michael Espich, and Jeff Selbig.

Members Absent: None

Others Present: Adam Zettel, Assistant City Manager and Director of Community Development; Mr. Dave Acton and Mr. Paul Early, Splash Pad Committee.

Approve Agenda for August 27, 2012:

A motion to approve the agenda as presented was made by Commissioner Chavora and supported by Commissioner Espich with the addition of Item # 5, Election of Vice Chair; and Item # 6, Discussion of the property at 300 S. Washington.

Ayes: all. Motion carried.

Approve Minutes from July 23, 2012 meeting:

A motion to approve the minutes from the July 23, 2012 meeting was made by Commissioner Espich and supported by Commissioner Chavora.

Ayes: all. Motion carried.

Public Comments: None

Communications:

1. Staff memorandum
2. July 23, 2012 minutes

Business:

1. Bentley playscape brick pavers

Mr. Adam Zettel, Assistant City Manager and Director of Community Development, commented that the brick pavers may be used as a walkway between the pavilion and the playscape. About 60 pavers were sold. It was noted that there was about \$6,300 left over from the playscape build, and another \$2,500 came in from the Curwood Festival making \$8,800 in the fund. Trees are coming in the fall that will be paid separate from the park funds as a maintenance item.

Commissioner Chavora asked about a drinking fountain. Discussion followed about previous locations and where one might be placed now. Mr. Zettel noted that the gazebo roof has been replaced and the electrical upgrade is completed.

2. Disc golf & splash pad updates

DISC GOLF - Commissioner Selbig has not had a response from Mr. Dorcey Crank, but will keep trying to check in with him on progress for the Owosso disc golf course.

SPLASH PAD - Mr. Dave Acton and Mr. Paul Early were in attendance to update the Commission on the

splash pad progress. Mr. Acton commented that his prime contractor volunteers were Andy at Owosso Pools for the main installation. Collards Concrete will excavate a 24 ft circle, add sand and then do the final finishing (at a great price). Kevin from Fishers Concrete is making close to a complete donation of the concrete. The splash pad will be located between the gazebo and the pavilion for greater visibility from M-52. The company selling the splash pad has had some problems with the ultraviolet light purifier and is not selling it at this time. They will be going with a filter and chlorine only.

It was suggested that the commission may want to revisit the topic of walkways and talk about one from the playscape to the splashpad.

Mr. Acton continued that they are working with the DEQ as they develop their guidelines. They want a portion of the construction process video taped, and then have an onsite visit for other parts of the process. They have actually shut down other playscape constructions, so he is cooperating with them. Mr. Acton thought it would take three to four days to install the splashpad.

Mr. Acton will prepare the council resolution with the help of Mr. Zettel for inclusion in the council's packet for the next meeting.

3. Bentley playscape & splash pad dedication

It was decided to wait until the splash pad is completed to make one dedication ceremony with the playscape.

4. Adams Park Labyrinth.

Commissioner Selbig has talked to other people about designs. We need something quiet, low maintenance, and off to the side, so other events can occur concurrently.

5. Election of Vice-Chairman

A motion to elect Commissioner Mike Espich as Vice-Chair was made by Commissioner Chavora and supported by Commissioner Alderman.

Ayes: all. Motion carried.

6. Review possible uses of 300 S. Washington

Mr. Zettel explained that this property is city owned and has contaminated soil. Trust Thermal, next door at 210 S. Water, would like to create an ingress and egress as well as a parking area on a portion of this property. There was a discussion of creating a display area / green space on the northeast portion of the site. Mr. Zettel is waiting for a response from the DEQ about the contaminants on the lot and what might be allowed there. Commissioners agreed there were many questions to be answered but were not completely opposed to the idea of selling a portion of the lot or using a portion for some green space.

Public Comments / Board Comments

Chairman Hebekeuser welcomed Commissioner Tim Alderman to the Parks and Recreation Commission.

Adjournment:

A motion to adjourn the meeting was made by Commissioner Chavora and was supported by Commissioner Selbig. The meeting adjourned at 7:03 p.m.

Ayes: all. Motion carried.

Adam Zettel, Secretary

mms

**MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
Council Chambers, City Hall
August 27, 2012 – 7:00 pm**

CALL TO ORDER: Meeting was called to order at 7:05 p.m. by Chairman William Wascher.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited by all in attendance.

ROLL CALL: Roll Call was taken by Recording Secretary Marty Stinson.

MEMBERS PRESENT: Chairman William Wascher; Commissioners David Bandkau, Frank Livingston, Cindy Popovitch, Brent Smith, and Thomas Taylor.

MEMBERS ABSENT: Secretary, Melvin Renfrow, Commissioners Tom Kurtz, and Stephen Schlaack.

OTHERS PRESENT: Adam Zettel, Assistant City Manager and Director of Community Development; Dave Baldwin, Jr. and Linda Baldwin from Trust Thermal; Councilmember Burton Fox; and Justin Horvath from Shiawassee Economic Development Partnership.

AGENDA APPROVAL:

MOTION BY COMMISSIONER POPOVITCH, SUPPORTED BY COMMISSIONER LIVINGSTON TO APPROVE THE AGENDA FOR AUGUST 27, 2012.

YEAS ALL. MOTION CARRIED.

MINUTES APPROVAL:

MOTION BY COMMISSIONER LIVINGSTON, SUPPORTED BY COMMISSIONER SMITH TO APPROVE THE MINUTES OF THE MEETING OF JULY 23, 2012.

YEAS ALL. MOTION CARRIED.

COMMUNICATIONS:

1. Staff memorandum
2. PC minutes from July 23, 2012
3. 300 S. Washington concepts

COMMISSIONER / PUBLIC COMMENTS: NONE

PUBLIC HEARING: NONE

SITE PLAN REVIEW: NONE

BUSINESS ITEMS:

1. Election of Vice-Chair

MOTION BY COMMISSIONER BANDKAU, SUPPORTED BY COMMISSIONER POPOVITCH TO ELECT FRANK LIVINGSTON AS VICE-CHAIRMAN OF THE PLANNING COMMISSION.

YEAS ALL. MOTION CARRIED.

2. Voluntary review and comment for use of 300 S. Washington

Mr. Adam Zettel stated that 300 S. Washington is city owned property. It is the southwest corner of Washington and Water Streets. It is a vacant lot which has contaminated soil. Trust Thermal, 210 S. Water Street, would like to purchase a portion of this lot for egress, ingress and parking. The city will retain a portion.

Councilman Burton Fox proposes a fire truck display at the corner. It could also be a possible trailhead with a bathroom or pavilion.

Dave Baldwin, Jr., President of Trust Thermal really enjoys having their business in town. They are looking for a commercial ingress and think it would alleviate the traffic problems on Water Street with trucks turning left onto their property and clean up an eyesore at the same time. He has spoken with Mr. Fox and walked the area. There is plenty of space for his ideas.

Justin Horvath, Shiawassee Economic Development Partnership President and CEO, helped Trust Thermal locate to Owosso. This business is a tremendous asset to downtown Owosso. They have renovated the building and are bringing money from outside into town. He supports their efforts.

Discussion about the curb cut; this being on a state highway; possible fencing; and possible green space. Mr. Zettel commented there is a study and he is checking with the Department of Environmental Quality about the contamination. Mr. Baldwin asked for 40 feet to free up the triangle space.

**MOTION BY COMMISSIONER BANDKAU, SUPPORTED BY COMMISSIONER POPOVITCH THAT THE CONSENSUS SEEMS APPROPRIATE FOR FURTHER EXPLORATION OF THIS CONCEPT AND CONSIDERATION CONTINGENT UPON A SITE PLAN REVIEW AND APPROVAL.
YEAS ALL. MOTION CARRIED.**

ITEMS OF DISCUSSION: None

COMMISSIONER / PUBLIC COMMENTS:

Mike Espich, 1124 Ada Street suggested exploring the idea of an easement contingent upon Trust Thermal staying there.

Commissioner Bandkau asked how the master plan was coming along. Mr. Zettel replied it will probably be presented at the October planning commission meeting. He will be going to the townships to do presentations, and then it will go to the council for the final public comments.

ADJOURNMENT:

**MOTION BY COMMISSIONER LIVINGSTON, SUPPORTED BY COMMISSIONER SMITH TO ADJOURN AT 8:06 P.M. UNTIL SEPTEMBER 24, 2012.
YEAS ALL. MOTION CARRIED.**

mms

Melvin Renfrow, Secretary

Minutes of the **August 27, 2012**, special meeting
of the **Owosso Historical Commission** held
at the Curwood Castle, 7:00 p.m.

Members Present: City Treasurer Ronald Tobey, and Chairman Michael Erfourth, Paul Heimnick, Scott Newman, Don Schneider, Lorraine Weckwert and Gary Wilson

Members Absent: Joni Forster, Shaffer Fox and Karen Stadler

Guests Present: Mitchell Speers, Castle Docent

The meeting was called to order at 7:08 p.m. by Chairman Erfourth.

Motion by Weckwert to approve the agenda, supported by Newman and carried.

There were no citizen comments.

Wilson arrived.

Members visited the exterior of the Castle to view the condition of the shrubbery. Motion by Newman to request the city remove the large shrubs on the river side of the building and the spirea on the west side of the building, and to find someone to trim up the newer plantings. Support was given by Heimnick and motion approved.

Members discussed the condition of the wood windows and a proposal from J&C House Painting and General Repair to scrape, wire brush, prime and paint 48 windows on the Castle for \$2,325. An additional bid will be supplied by Hi Quality Glass to reglaze the windows. Members were concerned about only one coat of primer and paint versus two coats on the original bid. Also comments were made that the wood frames would best be sanded rather than wire-brushed. Motion by Newman to have J&C fully complete one frame with two coats of paint after sanding, allowing up to \$50 for glazing and \$200 for painting for the window. Erfourth will be allowed to make a decision to proceed with up to \$3,500 allowed for the total project. Wilson provided a second and motion carried.

Castle Docent Speers was given an opportunity to discuss his role and make comments regarding events that would increase attendance and interest in the Castle. He also commented on an entity from British Columbia seeking information about Curwood. Member Wilson presented a list of duties a projects manager might be assigned as a jobs description. Members as well as Speers were encouraged to evaluate the items and ideas to discuss them further.

An updated bid for lexon at the Comstock Cabin was not available for discussion.

Weckwert suggested the walking tour brochure item be held until next spring as the tourist season was nearing a close.

Members were provided a proposal from Cusack Masonry to repair the crack in the exterior plaster of the front turret for \$1,200. An add-on proposal to clean the entire exterior was given for a project total of \$2500. Motion to accept Cusack's bid for the patch repair in the amount of \$1,200 was made by Weckwert. Support was given by Wilson and motion approved.

Don Crawford will be asked by Erfourth if the DPW would be able to place the heating cable in the Castle gutters.

Motion to adjourn made by Newman at 8:00 p.m. Second by Weckwert.

Respectfully submitted,
Ronald J. Tobey
Secretary/Treasurer

Minutes of the **September 10, 2012**, regular meeting
of the **Owosso Historical Commission** held
at the Gould House, 7:00 p.m.

Members Present: City Treasurer Ronald Tobey, Chairman Michael Erfourth, and members Joni Forster, Shaffer Fox, Paul Heimnick, Scott Newman, Don Schneider, Karen Stadler, Lorraine Weckwert and Gary Wilson

Members Absent: none

Guests Present: none

The meeting was called to order at 7:00 p.m. by Chairman Erfourth.

Member Forster asked for the addition of an update on entrance signs to the agenda. Tobey asked that under new business, two items be included: Castle Telephone and Curwood Festival Presentation. Motion by Forster to adopt the agenda with the additions. Support given by Stadler and approved.

There were no citizen comments.

The motion by Forster to accept and place on file the minutes of the August 13, 2012, meeting with the correction of the bid source of Hi-Quality Glass rather than Hodge Glass. Support given by Wilson and approved.

Motion by Wilson to accept and place on file the August 27, 2012, special meeting minutes. Schneider provided the second and motion carried.

Fox and Newman arrived.

Chairman Erfourth noted that the honeybees at the Gould House remained an issue. Fox reported that the pest control company hired for the job had done all they were going to do. Fox was charged with finding another company to address the bees. It was noted no invoice had been received from the original company.

Members discussed the Lexon application to the Comstock Cabin. Several members had visited Corunna's Historical Village to view their cabin. Since the Corunna cabin does not have window sashes and Hi-Quality recommended their original treatment for the Owosso Cabin, motion was made by Forster to accept the Hi-Quality Glass bid for \$364.30 to install Lexon on the Comstock Cabin windows. Support was given by Fox and approved. Chairman Erfourth will contact Hi-Quality Glass with the outcome.

The soon to be realized issue of falling leaves was presented with the discussion of keeping the Gould House grounds presentable. Member Fox will seek out a bid for leaf raking as well as a separate bid or source for gardening maintenance and pruning around the House. This will be brought back at the October meeting.

Tobey presented the information that the city of Owosso offices will be transitioning to a new phone system. A result will necessitate the selection of an alternative stand alone system for the Castle, which is presently an extension of the city system. After discussion, Chairman Erfourth volunteered to seek out a cell-phone quote that would incorporate internet capabilities.

Weckwert arrived.

It was noted Curwood Festival will be meeting Wednesday at 6:30 p.m. to make financial presentations to those organizations participating in the vendor sponsorship this past June. Chair Erfourth will attend the event to receive the Historical Commission check.

Erfourth reported that city entrance signs had been accepted by the city and would be replaced as new signage was approved and agreements with property owners confirmed. It was also noted DPW is expected to place the heat tape system into the castle gutters yet this fall.

Heimnick arrived.

An update on the bylaws revision progress was requested. Member Fox indicated a willingness to go over the present document to make recommendation to the full commission for needed updates.

Members discussed the advantages of merging our castle docent position into more of a director position. Concerns with compensation and employee status were given. A more finalized document of duties, expectations, funding and scope of authority will be developed to further advance this issue.

A consensus of the membership concluded that the status of the Gould House and its uses must take a back seat for the present time as ideas for the directorship are developed and implemented, and a focus centered on Curwood Castle takes the forefront.

Motion by Weckwert to adjourn at 8:17 p.m. Supported by Fox

Respectfully submitted,
Ronald J. Tobey
Secretary/Treasurer