



## City Manager's Report: July 6, 2021

Projects, Updates, Community Information, Staffing, General Operations

### BUILDING DEPARTMENT UPDATE

Project Name	Status
<b>ZONING AMENDMENTS</b>	
None	
<b>SITE PLANS</b>	
599 Gould	Former Fisher Redi-Mix has new owners Modern Concrete. Pending Site Plan
403 State St	Pending admin review to renovate existing structure(s) for marihuana grow
<b>LAND DIVISIONS/COMBINATIONS</b>	
1000 Center – 1546 Hiawatha Dr PENDING	Due to irregular lot sizes. City has requested a copy of a survey. Update-Surveyors schedules are booked until Spring 2021
<b>BUILDING PERMITS – COMMERCIAL</b>	
113 W Main St	Permit issued for interior renovations at Gilbert's Hardware
515 N Washington	Permit issued for renovations to the Gould House
200 S Washington	Permit issued for removal of debris (Jumbo's). Set to begin July 12 <sup>th</sup> .
<b>MARIHUANA LICENSES</b>	
117 W Main St	OZ Cannabis - Pending State approval for medical and recreational sales
1750 E south St	Oak Pharma - Pending State approval for renewal of recreational grow license. Marihuana grow license has been renewed.
1500 McMillan	Leaf Releaf - Pending State and City approvals for medical grow license.
901 W Main	JARS – both medical and recreational licenses for retail have been renewed.

<b>Grants</b>			
Grant	Amount	Status	Description
MSHDA NEP Grant	\$41,250	Awarded	Used to assist low-income home owners with eligible exterior home improvements up to \$7,500.
DNR Grant for Holman Pool Building	\$150,000	Awarded	Will require \$50,000 match. Architect finalizing building plans.
EGLE DWAM Grant	\$1,000,000	Applied	Still have not received word from EGLE if we were awarded. This grant would help identify water service lines subject to the LCR requirements.
EGLE Service Line Replacement Funding	\$3,000,000	Applied	Owosso's application was scored the highest this round. Project plan submitted July 1, 2021. This is 100% forgiven loan (Booker Funding) through the state's revolving loan fund program. Dollars will be used to replace water service lines subject to LCR requirements.

EGLE Service Line Replacement Funding (2)	\$1,345,000	Applied	This partial loan forgiveness funding is tied to the application above. This project involves more LSR replacements coupled with the replacement of the Center St water main and rehabilitation of the water system elevated towers. NOTE – if the city is awarded the MEDC WRI grant for water main replacement, Center St water main will be funded by that instead. This opportunity is 30% Booker forgivable.
FEMA SCBA Grant	\$250,000	Denied	This grant replaces the OFD’s breathing apparatuses. This is the second year we have been denied.
FEMA Radio Grant	\$1,200,000	Denied	This grant was in conjunction with other municipalities to replace OFD’s radio units.
Federal COPS Grant	\$582,875 over 3 years	Applied	This grant funds up to 3 new police officer positions for 3 years. If awarded, the city would be required to continue funding these positions for an additional year.
Saginaw WIN Grant	\$10,500	Awarded	To help fund the Middle School area kayak launch.
USDA Police Cruiser Grant	\$17,500	Awarded	To pay 55% of the cost of a replacement police cruiser.
Safe Routes to School	\$600,000	Applied	To improve certain areas of sidewalk around the city and add sidewalk where needed to improve school safety.
Consumers LED Rebate	\$5,460	Applied	Replace light fixtures in City Hall with more efficient LED lights
Small Urban Grant	\$1,600,000	Denied	Reconstruct Chipman St from Beehler to M-21.
MEDC WRI Grant	\$1,600,000	Applied	Replace water main, streets, and LSLs on Center, Clyde, Huron, Lynn, and Milwaukee Streets. 25% match required.
MCACA Grant	\$82,500	Applied	Replace library AC, Library steam pipes, Gould House heat and AC, and Castle boiler. Required \$82,500 match.
Small Urban Grant	\$375,000	Awarded	Reconstruct Gould St from Oliver to Moore.
T-Mobile Hometown Grant	\$45,300	Applied	Possibly help fund the Middle School Kayak Launch project so no millage money would be needed to complete the project. This would add to the Saginaw WIN Grant already awarded.
Wellhead Protection Grant	\$52,000	Applied	Fund wellhead educational activities, groundwater audit, wellhead protection software, and update the city’s wellhead plan.

## OPERATIONS AND COMMUNITY RELATIONS

- Brush pickup for June is set for Wednesday the 28th.
- **MASTER PLAN UPDATE:** COMPLETED
- **Zoning Code Revisions – Possible Rewrite:** Initial meetings with city planner have begun. This is the last big step towards getting the city Redevelopment Ready certified with the MEDC.
- **County COVID Updates:** <http://health.shiawassee.net/Emergency-Preparedness/COVID-19-Stats.aspx>
- **State COVID Updates:** [https://www.michigan.gov/coronavirus/0,9753,7-406-98163\\_98173---,00.html](https://www.michigan.gov/coronavirus/0,9753,7-406-98163_98173---,00.html)

## STAFFING UPDATES

- **New Hires/Promotions:** Brad Barrett has been hired as our new Finance Director. He will work with Cheryl for a couple weeks in July before Cheryl officially retires at the end of the month.
- **Open Positions:** Accountant
- **Announced Retirements or Departures:**

## CITY PROJECTS

STREETS AND SIDEWALKS			
<b>2021 Crush and Shape Program</b>	Glenwood Ave: S. end to Farr	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bidding phase
	Garfield Ave: S. end to Corunna	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bidding phase
	Lincoln Ave: Farr to Monroe	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bidding phase
	McMillan Ace: S. end to Industrial	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bidding phase
	Park St: Harper to Ridge	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bidding phase
	Pearce St: South to Francis	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bidding phase
	South St: McMillan to Aiken	Widen existing roadway, pulverizing with stabilization, and asphalt resurfacing.	Bidding phase
<b>2021 Chip Seal Project: Contract 1</b>	Auburndale: Broadway to Alger	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	Carr: South to Herman	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	George: South to Herman	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	Glenwood: Farr to Monroe	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	Herman: Carr to Kenwood	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	Hiram: George to Chipman	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	Nelson: South to Herman	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	South: Chipman to Shiawassee	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	Washington: S. city limits to Gute	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
	Woodlawn: S. end to Farr	Awarded to Highway Maintenance at April 5 Council meeting. Work beginning May 17, 2021	June 30, 2021
<b>2021 Chip Seal Project: Contract 2</b>	Adams: King to Elizabeth	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Alta Vista: Center to Shady Lane	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Alturas: Center to Shady Lane	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Chestnut: Steward to Main	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Chipman Ln: Chipman to dead end	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021

	Corlett: S. end to Marion	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Jennett: Adams to Washington	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Mack: Robbins to Chipman	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Marion: Chipman to Hanover	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Morris: Mack to N end	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	North St: over Corlett Creek	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
	Orchard: Marion to N end	Awarded to Highway Maintenance at April 5, 2021 Council meeting. Work to begin July 6, 2021.	Sept 10, 2021
<b>2021 Street Patch Program</b>		Contract awarded to Smith Sand and Gravel. Project to begin July 6, 2021	Fall 2021
<b>2021 Sidewalk Program</b>		Advertised for bids in April 2021. Work will begin July 6, 2021	Design phase
<b>2021 Street Projects</b>	Gould St (Oliver to Moore)	From Oliver to Moore. Work scope includes pavement rehab with select curb and gutter repair, ADA sidewalk ramps, select sidewalk repair, complete storm sewer replacement, and permanent pavement markings and signage. No water main to be replaced. Project is a MDOT Small Urban Program and partially funded by that. Project awarded to Crawford Construction. Start date – June 14, 2021.	October, 2021
	Maple Avenue: Corunna to N end	Street reconstruction and water main replacement from 4 inch to 6 inch main. DPW scheduled to replace main late summer/early fall 2021. Street Construction to begin Spring 2022.	Design phase

### UTILITIES (Water and Sewer)

Project	Project Name/Description	Status	Completed
<b>Lead Action Level Exceedance</b>	Filter giveaway event	Conducted 2 filter giveaway events in partnership with local and state health department. Remaining filters to be handed out at city hall for those who qualify. Email <a href="mailto:safewater@ci.owosso.mi.us">safewater@ci.owosso.mi.us</a> or call 989-725-0545 to schedule an appointment to receive a filter curbside due to COVID lockdown.	Complete
	Filter Distribution	Distribute filters at city hall for those who qualify. See above for COVID lockdown procedures for filter giveaway.	Ongoing
	Public Education Mailer	Mail PE piece to every water account in the system.	Complete
	6 month lead/copper re-test	State mandated retesting for lead/copper levels 6 months after initial exceedance	Spring/Summer 2020
<b>Lead/Galvanized Service Line</b>	Replace 200 service lines in calendar year 2021	First step is to definitively identify service line as lead or galvanized. This involves either a home	December 2021

<b>Replacement - 2021</b>		inspection or hydro excavation if home access is not possible. Hydro excavations have started. First 24 locations coinciding with street projects will begin late June and completed in mid-August, 2021 subject to contract award on June 7.	
<b>Water Billing Customer Portal</b>	ACLARA ACE Portal	Staff continues to meet with ACLARA to implement the water use online customer portal. Target for rollout is after we can get a mailer sent in next water bill with instructions on how to create an account on ACE.	As soon as ACLARA ONE upgrade is made and DCU's are wired for power. Solar not providing enough power.
<b>Water Treatment Plant</b>	SCADA System	Kick-off meeting with Tetra tech was 10.30.20	June 2021
	Backwash Pump and 16 inch hi service	Replace backwash pump, install redundant pump, and replace 16 inch water main in basement	Complete
<b>Wastewater Plant</b>	Headworks Project	Screw pumps installed. Bypass pumping has stopped. Grit chamber operational. Screeners relocated. Only punch-list items remain	Completed
	Screw pump building roof replacement	Replace roof on screw pump building.	Postponed due to cost
	Scum well blower replacement (2)	Might need larger blowers. Reassessing cost for larger capacity blowers.	Possibly postponed due to cost.
	Influent sampler replacement	Replace 25 year old influent sampler	Postponed
	Bisulfide tank replacement	Replace bisulfide tank	June, 2021
	Confined space entry equipment	Purchased new confined space entry equipment. Worker safety.	June, 2021
	Sludge Truck dump box	Replace corroded dump truck box	Complete
	VFD controller rehab (5)	Rebuild/replace old variable frequency drive controllers	June, 2021
	Pipe hanger replacement	Replace corroded plant sewer pipe hangers. As needed. Labor in house. Pay as you go.	Ongoing
	Solids Handling Project	Replace centrifuge, sludge tanks, main building roof, and remove unused equipment.	Dec 2022
<b>Sewer Collection System – SRF Funded</b>	2020 Sewer Rehab Project	Work began week of September 14, 2020. City sent out general information letters to affected residents along with telephone contacts to answer questions and/or concerns. Contractor also handing out contact information (door hangers) to residents with advance notice including dates and times to limit sanitary use. Sewer lining phase is 95% complete-Contractor performing finish work on remaining segments. The Manhole Rehabilitation phase (manhole lining and chimney replacement) is progressing and should be completed by July 30 <sup>th</sup> , 2021. The Contract may be extended at the City's request to	July 30,2021

		make additional repairs to other critical sewer locations.	
<b>Water Main Replacement</b>	Clyde St: Walnut to Shiawassee	Replace 4 inch cast iron (1970s) with 6 inch PVC. Restore street surface and replace service lines where needed.	Design phase. Possible MEDC grant funding
	Huron St: Huggins to E end	Replace 1.5 inch galvanized with 6 inch PVC. Restore street surface and replace service lines where needed.	Design phase. Possible MEDC grant funding
	Lynn St: Howell to W end	Replace 4 inch cast iron (1960s) with 6 inch PVC. Restore street surface and replace service lines where needed.	Design phase. Possible MEDC grant funding
	Milwaukee St: S Lyon to S Cedar	Replace 2 inch galvanized (1960s) with 6 inch PVC. Restore street surface and replace service lines where needed	Design phase. Possible MEDC grant funding
	Center St: W North to W King	Replace 6 inch ductile iron with 8 inch PVC. Restore street surface and replace service lines where needed.	Design phase. MEDC GRANT FUNDING NEEDED

### PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED

Project	Project Name/Description	Status	Completed
	CIS Trail Extension – Extend trail from Priest Rd. to City.	Huron & Eastern Railroad told the city they will not agree to allow the trail to run along RR right of way for liability reasons. Meeting scheduled with state, local and county stakeholders to regroup/strategize.	TBD
	Canoe/Kayak Launch installation	Saginaw WIN Grant award for one location next to Middle School and footbridge. The Parks Commission has pledged an initial match of \$15,000 from parks millage fund. Site layout is being drafted by the Friends of the River. Site will include a kayak/canoe locker, concrete launch, and a bench	Fall 2021. ELGE Permit Application Submitted.

### MOTOR VEHICLE POOL

<b>DPW</b>	HydroVac Truck	Used for less-invasive excavation and lead service line identification.	Purchased
	Valve Turning Machine	Used for valve exercising and proper operation of valves for water system maintenance	Purchased
	Lawn tractor	John Deere tractor for mowing and misc projects	Purchased
<b>Public Safety</b>	FY 20-21 Police Cruiser		
	FY 21-22 Police Cruiser		June 2022

### BUILDING AND GROUNDS

<b>Library</b>	HVAC rehab	Replace aging air conditioning systems.	FY 2021
	Boiler Steam Distribution Line Replacement	The boiler for the library is in good shape. However, the distribution lines are leaky and need replacement. This would replace the entire distribution system. Multiple patches have been installed and the leaks are just appearing in new areas. Cost estimates being sought.	TBD

<b>Gould House</b>	Rehabilitation Project	Roof work has begun. Soffits and porches will be repaired, replaced next. HVAC systems will be replaced later thru state grant or millage funds.	December 2021
<b>City Hall</b>	Replace city computers	Replace 6 computers in city hall	June, 2022
	Finance wing carpet replacement	Postponed due to COVID.	FY 21-22
	Retaining Wall Rebuild	Construction to start July 6, 2021.	Sept, 2021
<b>Main Street Parking Lot</b>	EV Charging Station Installation	A check from the Revolving Loan Fund will be issued to the DDA on 10.29.20. Consumers energy easement approved.	Unclear. Subject to Consumers schedule.

### CONTRACTS AND AGREEMENTS

<b>Library</b>	Lease Agreement between city and library for building maintenance	City Attorney is drafting new lease agreement after city manager and library director negotiated terms. Final approval needed from Library Board and City Council	Completed
<b>Water</b>	Agreement between the city, Corunna, Owosso Twp, and Caledonia Twp for Treatment Plant maintenance/replacement/capacities	Corunna contract extended back in 2011. Updated documents on file. No update necessary at this time.	N/A
<b>Sewer</b>	Agreement between the city, Corunna, Owosso Twp, and Caledonia Twp for WWTP maintenance/replacement/capacities	Staff and WWTP Authority reviewing agreement.	TBD