

CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, NOVEMBER 17, 2014
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 NOVEMBER 3, 2014:

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.

STUDENT REPRESENTATIVE REPORT

1. Owosso High School Student Representative Report.

PROCLAMATIONS / SPECIAL PRESENTATIONS

1. Pancreatic Cancer Awareness Month. A Mayoral proclamation declaring November 2014 as Pancreatic Cancer Awareness month in the City of Owosso.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

CONSENT AGENDA

1. Overnight Parking Permission. Approve request from Owosso Main Street to designate the first three parking spots on the west side of South Washington Street, immediately north of Comstock Street, for the patronage of businesses open 24-hours in the downtown, waive the insurance requirement, and authorize Traffic Control Order No. 1325 formalizing the request. (This Order will also amend Traffic Control Order Nos. 319, 459, and 645.)

2. Boards and Commissions Appointments. Approve the following Mayoral appointments:

Name	Board/Commission	Term Expires
Nicholas Pidek	Historical Commission	12-31-2017
Brian Mahoney ¹	Historical Commission	12-31-2017
Erin Powell ¹	Historical Commission	12-31-2017
Michael Espich ²	Parks & Recreation Commission	06-30-2016
Jeff Selbig ²	Parks & Recreation Commission	06-30-2016

¹ Indicates reappointment

² Indicates the correction of a clerical error in original appointment

3. Final Change Order & Final Payment– 2014 Alley Resurfacing Program. Authorize Change Order No. 1-Final to the contract with Mike & Son Asphalt, Inc. for the 2014 Alley Resurfacing Program including an additional \$3,442.28 for the repair of Oliver Street in front of Emerson School and further authorize payment of said amount from the Major Street Fund.
4. Final Change Order & Progress Payment– 2014 Sidewalk Replacement Program. Authorize Change Order No. 1-Final to the contract with Seifert Construction, LLC for the 2014 Sidewalk Replacement Program, including an additional \$14,709.79 for the replacement of driveway approaches on recently paved alleys, minor curb work, and additional sidewalk replacement, and further authorize Progress Payment No. 4 of \$15,844.22, with the remaining \$1,000 to be held as retainage.
5. Purchase Authorization – WWTP Screw Pump Gear Reducer. Authorize purchase of one Sumitomo Gear Reducer from Motion Industries, Inc. for an influent screw pump at the WWTP in the amount of \$7,763.58.
6. Purchase Authorization – HVAC Unit. Authorize purchase and installation of one roof top HVAC unit at the Public Safety Headquarters from Maurer Heating and Cooling Co. in the amount of \$9,679.00, and further authorize payment up to that amount upon satisfactory installation of the unit.
7. Warrant No. 492. Authorize Warrant No. 492 as follows:

Vendor	Description	Fund	Amount
Logicalis, Inc	Network engineering-October 2014	General	\$ 8,568.00
State of Michigan	Annual MDEQ fee for public water supplies	Water	\$ 5,372.01
Brown & Stewart, PC	Professional services- Oct 14, 2014 – Nov 10, 2014	General	\$ 9,361.56

ITEMS OF BUSINESS

1. Future of Public Access Channels. Consider converting public access cable channel no. 187 to government-only access and ceasing broadcast operations on cable access channel no. 188 starting January 1, 2014.

COMMUNICATIONS

1. Charles P. Rau, Building Official. October 2014 Building Department Report.
2. Charles P. Rau, Building Official. October 2014 Code Violations Report.
3. Kevin D. Lenkart, Public Safety Director. October 2014 Police Report.
4. Kevin D. Lenkart, Public Safety Director. October 2014 Fire Report.
5. Zoning Board of Appeals. Minutes of October 21, 2014.
6. Historical Commission. Minutes of October 30, 2014.
7. Historical Commission. Minutes of November 5, 2014.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, December 01, 2014

BOARDS AND COMMISSIONS OPENINGS

Shiawassee Council on Aging – term expiring June 30, 2017

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

NOVEMBER 3, 2014

7:30 P.M.

PRESIDING OFFICER: MAYOR BENJAMIN R. FREDERICK

OPENING PRAYER: PASTOR MARLENE WEBSTER
OWOSSO CITY CHURCH

PLEDGE OF ALLEGIANCE: MAYOR BENJAMIN R. FREDERICK

PRESENT: Mayor Benjamin R. Frederick, Mayor Pro-Tem Christopher T. Eveleth, Councilpersons Loreen F. Bailey, David B. Bandkau, Burton D. Fox, Elaine M. Greenway, and Robert J. Teich, Jr.

ABSENT: None.

APPROVE AGENDA

Motion by Councilperson Fox to approve the agenda as presented.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF OCTOBER 20, 2014

Motion by Councilperson Bailey to approve the Minutes of the Regular Meeting of October 20, 2014 as presented.

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

STUDENT REPRESENTATIVE REPORT

None.

PROCLAMATIONS / SPECIAL PRESENTATIONS

CURWOOD FESTIVAL

Presentation of \$1,000 donation from the Curwood Festival for maintenance of Curwood Castle.

GLO-BUS AWARD WINNER

A proclamation by Mayor Frederick honoring Baker College of Owosso Graduate Trevor Kryza as the Global Business Strategy Simulation Competition Award Winner.

MAYORAL CERTIFICATE OF RECOGNITION

TREVOR KRYZA

I AM PROUD TO JOIN WITH BAKER COLLEGE OF OWOSSO, THE OWOSSO CITY COUNCIL, AND THE ENTIRE OWOSSO COMMUNITY IN HONORING TREVOR KRYZA UPON HIS BEING AWARDED FIRST PLACE IN THE ONLINE GLOBAL BUSINESS STRATEGY SIMULATION (GLO-BUS).

TREVOR WON THIS CONTEST AS THE SOLE PROPRIETOR OF HIS FICTITIOUS DA CAMERA COMPANY. HE COMPETED AGAINST MORE THAN 500 SIMULATED BUSINESSES MANAGED BY STUDENTS REPRESENTING 46 COLLEGES AND UNIVERSITIES. HIS ACHIEVEMENT AS A SOLE

PROPRIETOR IS ALL THE MORE IMPRESSIVE GIVEN THAT MANY OF THOSE HE WAS COMPETING AGAINST OPERATED IN TEAMS OF UP TO FIVE MEMBERS.

TREVOR WAS TASKED WITH MAKING APPROXIMATELY 150 BUSINESS DECISIONS EACH WEEK THROUGHOUT THE EIGHT WEEK ONLINE COMPETITION. THESE DECISIONS ALL HAD A BEARING ON HIS COMPANY'S WHOLESALE, INTERNET AND PRIVATE-LABEL MARKETING CHANNELS.

TREVOR HAS SINCE BEEN CONFERRED A BACHELORS IN MANAGEMENT WITH A MINOR IN MARKETING. HIS PERFORMANCE IN THE GLO-BUS COMPETITION HAS BROUGHT HONOR TO HIS FAMILY, STANDS AS A CREDIT TO THE OUTSTANDING PROGRAMS AT BAKER COLLEGE OF OWOSSO, AND REFLECTS WELL UPON THE ENTIRE COMMUNITY. I WISH HIM EVERY SUCCESS IN WHAT I AM SURE WILL BE A FULFILLING AND PROSPEROUS FUTURE.

Benjamin R. Frederick
Mayor of Owosso
Awarded November 3, 2014

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

Jeff Deason representing the Shiawassee Regional Chamber of Commerce thanked the city of Owosso and Public Safety for their support during Oktoberfest. He said that there were many visitors from out of town and local businesses and charities had great success from the event.

Owosso Main Street Director Josh Adams introduced the Military Appreciation Project. Downtown businesses can participate by placing a military sticker in their window. The sticker indicates a free give away or discount to military veterans. If the sticker is removed the business is no longer participating. He thanked Councilperson Bailey for her support on the project. Mr. Adams also announced "Ladies Night Out" shopping event, second Friday of each month between 4pm to 9pm, to encourage evening shopping in Owosso downtown. Each month will have a new theme, next month will be a window decorating contest, and January is "New Year, New You".

Lisa Stechschulte, 725 River Street, relayed her concerns with continued open burning going on in the town and the effects it has on the residents. She cited Elsie's ordinance, which bans burning as more business friendly and claims that Owosso has an above normal cancer rate as a result of the burning.

Tom Manke, business owner, was upset that 24 hour parking changes were not included with other downtown parking changes on the agenda.

Ann Danek, wanted to know what a Headlee Override was and what it has to do with the sheriff millage proposal. She also did not understand what animal control had to do with the proposal.

Eddie Urban, 601 Glenwood Avenue, wanted to point out the work that Councilperson Bailey has done on animal control and specifically cats.

Mayor Frederick encouraged city residents to see a movie documentary about children in Afghanistan and to honor veterans by Tony Hornus, which will play at the Lebowsky Theatre at 8pm, \$20 per ticket.

Councilperson Fox inquired whether it is legal to burn leaves; City Manager Crawford said leaf burning is not permitted at all.

Councilperson Bailey gave a cat update. November dates are full, but December 11th is still available. She is still looking for traps to catch and transport animals. She worked with Finance Director Rick Williams to establish a line item for this project in the city budget for people to make donations to, checks to be made out to the city of Owosso. She also wanted people to know that they can donate towels and sheets for the cause.

Councilperson Bandkau responded to Ann's question regarding the Headlee override and that an override allows taxes to return to historical limits. Mayor Frederick pointed out that there were County Board members in attendance and Ann could ask them questions after the meeting.

CITY MANAGER REPORT

City Manager Crawford distributed and briefly detailed the Project Status Report.

Osborn Lakes Brokerage Report. The city has created a Request for Proposal, which was sent to 14 brokerage firms. To date two proposals have been received.

111 South Lansing House status. There was discussion about what needs to be done with the house and to develop a timeline to resolve the issues.

Motion by Councilperson Bandkau to send out current Request for Proposals to move the house to a different location with a deadline of 30 days. If the house is not moved within 30 days then the house will be demolished.

Motion supported by Councilperson Fox

Roll Call Vote.

AYES: Councilpersons Bailey, Fox, Bandkau, Greenway

NAYS: Councilperson Teich, Pro-Tem Eveleth, Mayor Frederick

CONSENT AGENDA

Motion by Mayor Pro-Tem Eveleth to approve the Consent Agenda as follows:

Owosso Glow Events. Request from Owosso Main Street for use of various downtown streets and a parking lot at various times on November 28, 2014 for Owosso Glow Events and approve Traffic Control Order No. 1324 formalizing the request.

Boards and Commission Appointments. Confirm the Mayoral Historical Commission appointments of Brian Mahoney to fill the unexpired term of James Gutting ending December 31, 2014 and Robert Brockway to fill the unexpired term of Kerry Baker ending December 31, 2015.

Professional Services Contract – Well Cleaning and Pump Repair. Authorize a contract with Peerless-Midwest Inc. for well cleaning and pump repair for Palmer Well #2 in the amount of \$25,715 as follows:

RESOLUTION NO. 158-2014

AUTHORIZING SERVICE CONTRACT AND PAYMENT TO PEERLESS-MIDWEST INC. FOR PALMER WELL # 2 CLEANING AND PUMP REPAIR

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Water Fund for service to one of the six wells supplying the City's Water System, and

WHEREAS, pump tests indicated the need for service to Palmer Well # 2, and

WHEREAS, the pump has been pulled and inspected and the well also inspected by underwater TV by Peerless-Midwest Inc., a pre-qualified municipal well service company, and

WHEREAS, Peerless-Midwest Inc. has provided a detailed quotation for pump repair and well cleaning and testing at a cost of \$25,715, and

WHEREAS, City staff has reviewed and concur in the scope of work and find the price quotation to be reasonable, within budget and in line with other previous well service work of a similar scope.

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 contract with Peerless-Midwest Inc. for the rehabilitation of Palmer Well # 2 and the pump well as detailed in their October 10, 2014 quotation.

SECOND: The accounts payable department is authorized to submit payment to the Peerless-Midwest Inc. in the amount of \$25,715 upon satisfactory completion of the work in accordance with their October 10, 2014 quotation as authorized by Council this 3rd day of November, 2014.

THIRD: The above expenses shall be paid from the Water Fund.

Purchase Authorization – Diesel Sewage Pump. Approve the purchase of one Godwin Model #CD225 trailer mounted, diesel engine sewage pump in the amount of \$52,067.60 as follows:

RESOLUTION NO. 159-2014

AUTHORIZING PURCHASE AND PAYMENT TO XYLEM DEWATERING SOLUTIONS INC, D/B/A GODWIN PUMPS OF AMERICA, INC FOR ONE GODWIN MODEL # CD225 TRAILER MOUNTED, DIESEL ENGINE SEWAGE PUMP FOR THE WASTEWATER TREATMENT PLANT

WHEREAS, it is necessary to replace an outdated, 1970 vintage portable sewage pump for the reliable and efficient operation and repair of the Owosso Wastewater Treatment Plant, Shiawassee County, Michigan, and

WHEREAS, this is a budgeted item from the Plant Improvement Fund, and

WHEREAS, the Godwin pump is available at competitive pricing through the Federal Government Services Administration contract number GS-07F-9491 G.

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 one Godwin Model CD225 trailer mounted, diesel engine sewage pump from Godwin Pumps in the amount of \$52,067.60 plus freight pursuant to GSA Contract # GS-07F-9491 G.

SECOND: The purchase contract shall be in the form of a city purchase order and the accounts payable department is authorized to submit payment to Xylem Dewatering Solutions, Inc., d/b/a Godwin Pumps of America Inc., in the amount of \$52,067.60 plus freight upon satisfactory City receipt of the pump.

THIRD: The above expenses shall be paid from the Wastewater Plant Improvement Fund.

Professional Services Agreement Amendment. Authorize Professional Services Agreement with Capital Consultants Inc. (dba C2AE) for development of an Asset Management Program for the Wastewater Treatment Plant in the amount of \$181,975 as follows:

RESOLUTION NO. 160-2014

RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO THE OCTOBER 21, 2013 CONTRACT, BETWEEN THE CITY OF OWOSSO AND CAPITAL CONSULTANTS, INC. D/B/A C2AE, FOR ASSET MANAGEMENT PROGRAM DEVELOPMENT FOR THE OWOSSO MID-COUNTY WASTEWATER TREATMENT PLANT

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that it is necessary to develop an Asset Management Program for the Wastewater Treatment Plant in order to meet state regulatory requirements and to better provide for optimal long term operation and replacement of plant assets; and

WHEREAS, the City has been awarded a MDEQ "SAW" grant that will provide 75% funding for the program development; and

WHEREAS, the City previously selected Capital Consultants, Inc. d/b/a C2AE for professional engineering services on the Plant Asset Management Program Development and entered an October 21, 2013 agreement with C2AE to determine the program scope of services as required to complete the grant application; and

WHEREAS, the engineer desires to contract with the owner for rendering professional services for the project as described in detail in their October 21, 2014 proposed Amendment No. 1.

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 Capital Consultants, Inc. d/b/a C2AE to provide the professional services needed to complete the Asset Management Program requirements pursuant to state regulations and the SAW grant agreement between the City of Owosso and the Michigan Department of Environmental Quality.

SECOND: The mayor and city clerk are instructed and authorized to sign the Amendment No. 1 document substantially in the form attached, Agreement for Preparation of a Grant Application for a Stormwater, Asset Management, Wastewater (Saw) Grant With Capital Consultants d/b/a C2AE in the total contract amount not to exceed \$186,975 over a period extending to October 2017.

THIRD: The above expenses shall be paid on a monthly cost basis following staff review not to exceed the total cumulative contract amount of \$186,975 from the wastewater fund with partial reimbursement from the MDEQ "SAW" grant # 1501-01.

Warrant No. 491. Approve Warrant No. 491 as follows:

Vendor	Description	Fund	Amount
Michigan Municipal Risk Management Authority	Building and property insurance	General	\$53,586.50
Key Government Finance Inc.	Annual phone system payment-3 rd installment	General	\$26,248.57
Waste Management	Disposal charges – 10/1/14 – 10/15/14	Streets/WWTP	\$5,751.24

Continued on next page...

Vendor	Description	Fund	Amount
Waste Management	Disposal charges – 10/16/14	Streets/WWTP	\$7,393.73
Michigan Municipal League Workers' Compensation Fund	Workers' compensation insurance	Various	\$25,749.00

Motion supported by Councilperson Fox.

Roll Call Vote.

AYES: Councilpersons Bandkau, Fox, Teich, Bailey, Pro-Tem Eveleth, Councilperson Greenway, Mayor Frederick.

NAYS: None.

ITEMS OF BUSINESS

LOT SPLIT AUTHORIZATION – 109 NORTH WASHINGTON STREET.

The Council examined the request from David Lazar for the division of City lot under Michigan Subdivision Control Act for platted lot commonly known as 109 North Washington Street, parcel # 050-470-022-013-00. Mr. Lazar presented three insurance quotes to cover the building if the lot was split. City Manager Crawford noted that this discussion is similar to previous council meetings. There was significant discussion regarding why the 2009 building code affects the situation if there is no change in use, how utilities would be separated, and legal agreements to be drawn up to clearly delineate the duties of each property owner.

Mayor Frederick stated he would like to have a legally binding agreement that address the issues raised so future councils can see clearly why decisions were being made, a written record of how we got to this point.

Motion by Councilperson Fox to proceed toward approval of the lot split contingent upon a legal agreement to be drawn up by City Attorney Bill Brown to be presented at the December 1, 2014 meeting.

Motion supported by Councilperson Teich.

AYES: Councilpersons Fox, Bailey, Pro-Tem Eveleth, Councilpersons Greenway, Bandkau, Mayor Frederick

NAYS: None.

DOWNTOWN PARKING REGULATIONS AMENDMENTS

Owasso Main Street Director Josh Adams presented Owasso Main Street Parking Subcommittee recommendations to address several concerns associated with downtown parking. The subcommittee developed a list of recommendations approved by OMS Board. The changes are to be made via specific traffic control orders to allow more flexibility to changing businesses.

Councilpersons Fox and Bandkau raised a discussion concerning 24 hour parking and street maintenance. Mr. Adams indicated that 24 hour parking would be addressed at a later date with an ordinance amendment with exceptions. City Attorney Bill Brown pointed out that an ordinance amendment with a traffic control order may be needed to resolve issues.

Motion by Pro-Tem Eveleth to approve Owasso Main Street parking subcommittee recommendations to amend the following traffic control orders as presented:

Traffic Control Order No. 1167 – Lot 1
Traffic Control Order No. 1168 – Lot 2
Traffic Control Order No. 1169 – Lot 3
Traffic Control Order No. 1170 – Lot 4
Traffic Control Order No. 1171 – Lot 5
Traffic Control Order No. 1172 – Lot 6
Traffic Control Order No. 1173 – Lot 7
Traffic Control Order No. 1175 – Lot 9
Traffic Control Order No. 1176 – Lot 10

Motion supported by Councilperson Bailey.

Roll Call Vote.

AYES: Pro-Tem Eveleth, Councilpersons Bandkau, Fox, Teich, Bailey, Greenway, and Mayor Frederick.

NAYS: None.

COMMUNICATIONS

Downtown Development Authority/Main Street. Minutes of October 1, 2014.

Planning Commission. Minutes of October 27, 2014.

Parks & Recreation Commission. Minutes of October 13, 2014.

Historical Commission. Minutes of October 13, 2014.

Historical Commission. Letters of resignation.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke, business owner, as a member of the parking sub-committee he thanked Council for the vote on the parking recommendations. However, he was still upset that parking between 3am and 6am were not addressed at the meeting. He said that the DDA Director, Public Safety Director and his neighbor were making parking inconvenient for his customers and in the past people were more flexible for 24 hour businesses.

Shelah Hockman, 705 Campbell Drive, was concerned that Lisa Stechschulte's question of why no tickets are being written if burning leaves is against state law was not answered. She also wanted to know why local ordinances are written without including state laws.

Mayor Frederick, stated the ordinance has been in place for about six years and is popular among majority of city residents, and that tickets have been issued when people violate the ordinance. He also noted that state law is not mentioned in local ordinances because state law trumps local ordinances and therefore, is implied.

Mark Beatty, 202 Bingham Road, Henderson, wanted more information about the 111 South Lansing house.

Councilperson Fox said that if leaves are being burned there needs to be tickets issued.

Mayor Frederick, pointed out that the burning ordinance has been up for discussion many times and people continue to vote in favor of the current ordinance. He believes that proper enforcement of the ordinance is what is needed.

Kevin Lenkart, Public Safety Director, said officers are sent out when burning is reported but sometimes the origin of the fire cannot be pinpointed.

NEXT MEETING

Monday, November 17, 2014

BOARDS AND COMMISSION OPENINGS

Shiawassee Council on Aging Board of Directors, term expiring June 30, 2017

ADJOURNMENT

Motion by Councilperson Teich for adjournment at 9:51 p.m.

Motion supported by Mayor Pro-Tem Eveleth and concurred in by unanimous vote.

Benjamin R. Frederick, Mayor

Tyler Leppanen, Recording Secretary



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

MEMORANDUM

DATE: Nov 11, 2014

TO: City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Traffic Control Order #1325

Owosso Main Street proposes the following to allow for customers to patronize any business that is open during the overnight hours.

The first three (3) parking spots on the west side of Washington St., immediately north side of Comstock St. The spots are in the 100 block of S. Washington St. These spots will be reserved only for customers who patronize businesses open from 3:00 am to 6:00 am.

Main Street has further requested a waiver of the insurance requirement.

The Public Safety Department has issued Traffic Control Order No. 1325 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Proposed TCO # 1325 will amend TCO's # 319, 459 and 645 that prohibited parking between 3:00 am and 6:00 am. Staff recommends approval of the application and authorization of the traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.	DATE	TIME
1325	11/11/14	3:15 pm

REQUESTED BY
Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL
Owosso Main Street proposes the following to allow for customers to patronize any business that is open during the overnight hours:

The first three (3) parking spots on the west side of Washington St., and north side of Comstock Ave. The spots are in the 100 block of S. Washington St. Spots will be reserved only for customers who patronize businesses open from 3:00 am to 6:00 am.

Main Street has further requested a waiver of the insurance requirement.

LOCATION OF CONTROL

First 3 parking spots on the west side of Washington St. and north side of Comstock Avenue. The spots are in the 100 block of S. Washington St.

APPROVED BY COUNCIL _____ 20 _____

REMARKS



APPLICATION FOR USE OF PARKING LOTS, PARADES, OR SIMILAR EVENTS

301 W. MAIN OWOSSO, MICHIGAN 48867-2958 • (989) 725-0550 • FAX 725-0526

The request for use of the parking lots, parade, or similar event shall be submitted to the Director of Public Safety not less than 14 days nor more than 120 days before the date for which the use is requested.

The submission of a request by an individual or organization for a traffic control order pursuant to these rules and regulations shall constitute an agreement to indemnify and hold the City and its officers and employees harmless from any and all liability arising from the event or activities for which the request is made.

Name of individual or group: Owosso Mainstreet

Date: 11-11-14

Primary Contact Person

Name: Josh Adams

Title: DDA Director

Address: 301 W. Main

Owosso MI 48867

Phone: _____

Requested Date(s): Permanent

Requested Hours: 3:00 am to 6:00 am

Area Requested (Parking Lot - Parade Route): The first three (3) parking spots on the west side of Washington ST., and north side of Comstock Ave. The spots are in the 100 block of S. Washington st.

Detailed description of the use for which the request is made: Spots will be reserved only for customers who patronize businesses open from 3:00 am to 6:00 am.

- ☐ Attach copies of any rules or policies applicable to persons participating in the event.
- ☐ Evidence to the City of insurance coverage applicable to the event or activity naming the City as an additional insured in an amount of not less than \$500,000 combined single limit.
- or
- ☐ The City Council may waive such insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose.

Do Not Write Below This Line - For Officials Use Only

Approved ☐

Not Approved ☐

Date: _____

Traffic Control Order Number _____

Cc: DDA - Director



MEMORANDUM

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

DATE: November 17, 2014

TO: City Council

FROM: Mark A. Sedlak, Director of Public Services

SUBJECT: Change Order #1- Final payment for Mike and Son Asphalt Inc.

RECOMMENDATION: It is recommended that City Council approve Change Order #1- Final payment for 2014 Alley Resurfacing Program, and approve payment up to the total contract amount. The additional amount of Change Order No. 1 is \$3,442.28. The original contract price was \$52,580.00, for a new total of \$56,022.28.

BACKGROUND: This change order reflects the repair of East Oliver Street in front of Emerson school from a storm sewer repair.

FISCAL IMPACTS: Payment for the 2014 Alley Resurfacing project was funded 100 percent from Special Assessment Account 203-463-818.00. Payment of the Change Order #1 amount of \$3,442.28 shall be paid from the Major Street Fund.

RESOLUTION NO.

**AUTHORIZING PAYMENT TO MIKE & SON ASPHALT, INC.
FOR WORK COMPLETED ON THE
2014 ALLEY RESURFACING PROGRAM
AS AMENDED BY CHANGE ORDER #1-FINAL**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has approved a contract with Mike & Son Asphalt, Inc. for the 2014 Alley Resurfacing program and found it necessary and beneficial to amend the original contract as detailed in Change Order #1-Final; and

WHEREAS, the work is now complete and eligible for payment; and

WHEREAS, the city project manager recommends Pay Estimate #1-Final in the amount of \$56,022.28 for final payment as agreed to by Mike & Son Asphalt, 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 thereto determined that it is advisable, necessary and in the public interest to pay Mike & Son Asphalt, Inc. for work completed on the 2014 Alley Resurfacing project, as amended by Change Order #1-Final.
- SECOND: The accounts payable department is authorized to pay Mike & Son Asphalt, Inc. up to the amount of \$56,022.28 as detailed in Cost Estimate #1-Final.
- THIRD: The original amount of \$52,580.00 shall be paid from the Special Assessment Account number 203-463-818.000. The additional amount of \$3,442.28 shall be paid from the Major Street fund.

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

Page 1 of 1

TO: Mike & Son Asphalt Inc. _____

Date: 10/30/2014

CONTRACT: 2014 Alley Resurfacing _____

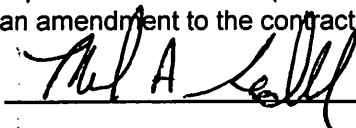
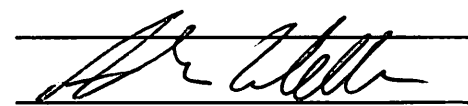
PROJECT NO.: _____

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

1 Item No.	2 Description - Quantities, Units, Unit Prices, Completion Schedule, Etc.	3 Decrease Contract Price	4 Increase Contract Price
1	(+13.7 LFT of Swacutting @ \$3.00/LFT		\$ 41.10
2	(-4.5 SFT of Pavement, Remove @ \$2.00/SFT)	\$9.00	
3	(-153.5 SYD of Cold Milling & Shaping HMA Pavement @ \$6.00/SYD)	\$921.00	
4	(+6.26 TON of Aggregate Base, LM, Modified @ \$40.00/TON)		\$ 250.40
5	(No Change in) Temporary Lowing of Drainage Casting		
6	(No Change in) Drainage Structure Reconstruction Casting		
7	(- 23.93 TON of HMA, 13A @ \$85.00/TON)	\$2,034.05	
8	(+16.08 TON of HMA, 36A @ \$108.00/TON)		\$ 1,736.64
9	(No Change in) Traffic Control No Change		
	Additional Work (Oliver Street Patch)		
	(+16.7 LFT of Swacutting @ \$3.00/LFT)		\$ 50.10
	(+746.12 SFT of Pavement, Remove @ \$2.00/SFT)		\$ 1,492.24
	(+31.01 TON of HMA, 13A @ \$85.00/TON)		\$ 2,635.85
	(+1 LS of Moving & Rolling Gravel in Alley		\$ 200.00
	Change in contract price due to this Change Order		
	Total Decrease	(\$2,964.05)	XXXXXXXXXXXX
	Total Increase	XXXXXXXXXXXX	\$6,406.33
	Difference between Co. 3 & 4		\$3,442.28
	Net INCREASED contract price		\$3,442.28

Original Contract Price:	\$ 52,580.00
Total Net Addition or Deduction by previous C.O. No.	\$ -
Total Amount of Contract Prior to this Change Order:	\$ 52,580.00
Net Addition or Deduction this Change Order No.:	\$ 3,442.28
Net Amount of Contract to date:	\$ 56,022.28

This time provided for completion in contract is (unchanged) (increased) (decreased) by _____ 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: _____

CITY OF OWOSSO

2014 ALLEY RESURFACING PROGRAM

PERIODIC COST ESTIMATE #1

ALLEY	TOTAL	
W. Mason to W. Williams BLK 13	\$15,578.84	27.81%
W. Williams to W. Oliver BLK 4	\$10,217.24	18.24%
W. Williams to W. Oliver BLK 5	\$15,427.95	27.54%
Frist to Clark BLK 2	\$10,620.06	18.96%
Oliver Street	\$4,178.19	7.46%
Total	\$56,022.28	100.00%
Less	\$0.00	
Sub Total	\$56,022.28	
Less Previous Payment	\$0.00	
Total Due	\$56,022.28	
MAJOR STREET	\$4,178.19	7.46%
ALLEY	\$51,844.09	92.54%
Total	\$56,022.28	100.00%

**PERIODIC COST ESTIMATE
CITY OF OWOSSO
301 W. MAIN
OWOSSO, MI 48867**

Page 1 of 2 Pages

1. Estimate No.:

1 Final

4. Date Prepared

10/30/2014

5. Period Ending

10/17/2014

2. Sponsor's Name

CITY OF OWOSSO

3. Sponsor's Address

301 W. MAIN

OWOSSO, MI 48867

6. Project No.

7. Name of Project

2014 Alley Resurfacing

8. Location of Project:

Various Alley

9. State:

Michigan

10. Name of Contractor

Mike & Son Asphalt, Inc.

11. Address of Contractor

6457 Howe Rd.
Bath, MI 48808

12. Work Performed Under:

Lump Sum Contract: ☐

Unit Price Contract: ☒

Force Account: ☐

13. Description of Work

Alley Paving

14. Sponsor's Contract No.

15. Original Estimated Cost this
Contract or Force Account
\$52,580.00

16. Completion Time:

17. Percent Physical Completion

18. Dates

a. Notice to
Proceed

b. Work to Commence

c. Completion
Date

d. Est. or Actual
Completion
107%

19. No of Days Contractor is

a. Ahead

b. In Arrears

20
Item
No.

21. Description of Item

22. LATEST REVISED DETAILED ESTIMATE

a.
Quantity

b.
Unit

c.
Unit
Price

d.
Amount

23. WORK PERFORMED TO DATE

a.
Quantity

b.
Amount

c.
%

1	Sawcutting	60	LFT	\$ 3.00	\$ 180.00	73.7	\$ 221.10	123%
2	Pavement Removal	250	SFT	\$ 2.00	\$ 500.00	245.5	\$ 491.00	98%
3	Cold Milling & Shaping HMA Pavement	2,000	SYD	\$ 6.00	\$ 12,000.00	1846.5	\$ 11,079.00	92%
4	Aggregate Base, LM, Modified	20	TON	\$ 40.00	\$ 800.00	26.26	\$ 1,050.40	131%
5	Temporary Lowering of Drainage Structure Casting	1	EACH	\$ 775.00	\$ 775.00	1	\$ 775.00	100%
6	Drainage Structure Reconstruction	1	EACH	\$ 775.00	\$ 775.00	1	\$ 775.00	100%
7	HMA, 13A	250	TON	\$ 85.00	\$ 21,250.00	226.07	\$ 19,215.95	90%
8	HMA, 36A	125	TON	\$ 108.00	\$ 13,500.00	141.08	\$ 15,236.64	113%
9	Traffic Control	1	L S	\$ 2,800.00	\$ 2,800.00	1	\$ 2,800.00	100%

Next Page

24. CERTIFICATION OF CONTRACTOR

I hereby certify that the work performed and materials supplied to date, as shown on this periodic cost estimate, represent the actual value of accomplishment under the terms of this contract in conformity with approved plans and specification; that the quantities shown were properly determined and are correct; and that there has been full compliance with all labor provisions included in the contract identified above.

10-31-14

Date

Mike & Son Asphalt, Inc

Name of Contractor

BY:

Signature

Title

Contracting
Agent

25. ACKNOWLEDGMENT AND CONCURRENCE OF PROJECT ENGINEER

I have examined this periodic cost estimate and concur in the certificate of the contractor.

10-30-14

Date

Signature, Director of Public Services

Signature, Director of Public Services

PERIODIC COST ESTIMATE
CITY OF OWOSSO
301 W. MAIN
OWOSSO, MI 48867

Page 2 of 2 Pages

1. Estimate No.:

1 Final

Items and Column are numbered to correspond to those on Page 1 of this form.

6. Project No.

7. Name of Project

2014 Alley Resurfacing

8. Location of Project:

Various Alley

14. Sponsor's Contract No.

20
Item
No.

21. Description of Item

22. LATEST REVISED DETAILED ESTIMATE

a.
Quantity

b.
Unit

c.
Unit
Price

d.
Amount

23. WORK PERFORMED TO DATE

a.
Quantity

b.
Amount

c.
%

ADDITIONAL WORK OLIVER STREET PATCH

Sawcutting

LFT

\$ 3.00

16.7

\$ 50.10

Pavement Removal

SFT

\$ 2.00

746.12

\$ 1,492.24

HMA, 13A

TON

\$ 85.00

31.01

\$ 2,635.85

Moving & Rolling Gravel in Alley

LS

\$ 200.00

1

\$ 200.00

TOTAL

\$ 56,022.28

LEE RETAINAGE

\$ -

SUB TOTAL

\$ 56,022.28

TOTAL DUE

\$ 56,022.28



MEMORANDUM

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

DATE: November 17, 2014

TO: Owosso City Council

FROM: Mark A. Sedlak, Director of Public Services

SUBJECT: Change Order #1 Final– 2014 Sidewalk Replacement Program

RECOMMENDATION:

I find the cost reasonable and recommend approval of Change Order #1 Final to the contract with Seifert Concrete for work done on the 2014 Sidewalk Replacement Project in the amount of \$14,709.79, and progress payment no. 4 to be made to Seifert Concrete in the amount of \$15,844.22.

BACKGROUND:

On July 21, 2014, City Council awarded a contract to Seifert Concrete, in the amount of \$50,125.00 for the 2014 Sidewalk Replacement Program. Seifert Concrete has completed the contract work. This change order includes additional work performed to remove and replace the drive approaches on alleys that were recently paved plus some curb work and additional sidewalk replacement. The total contract including change order #1 would be \$64,834.79. Previous payment has been made to Seifert Concrete in the amount of \$47,990.57, leaving a balance of \$16,844.22. A \$1,000 retainage (that will be held until spring) leaves a total amount due to Seifert Concrete of \$15,844.22.

We recommend Council approve Change Order No. 1-Final to the 2014 Sidewalk Replacement Program Contract with Seifert Concrete adding \$14,709.79 and further approve progress payment no. 4 of \$15,844.22.

FISCAL IMPACTS:

This project is funded through Major and Local Street Maintenance Fund.

RESOLUTION NO.

**AUTHORIZING PAYMENT TO SEIFERT CONSTRUCTION, LLC
FOR WORK COMPLETED ON THE
2014 SIDEWALK REPLACEMENT PROGRAM
AS AMENDED BY CHANGE ORDER #1**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has approved a contract with Seifert Construction, LLC for the 2014 Sidewalk Replacement Program and found it necessary and beneficial to amend the original contract as detailed in Change Order #1; and

WHEREAS, the work is now complete and eligible for payment; and

WHEREAS, the city project manager recommends Pay Estimate #4 in the amount of \$15,844.22 for work completed through October 31, 2014, as agreed to by Seifert Construction, LLC.

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

- FIRST: The City of Owosso has thereto determined that it is advisable, necessary and in the public interest to pay Seifert Construction, LLC for work completed on the 2014 Sidewalk Replacement Program as amended by Change Order #1.
- SECOND: The accounts payable department is authorized to submit payment to Seifert Construction, LLC up to the amount of \$15,844.22 as detailed in Cost Estimate #4.
- THIRD: The above expenses shall be paid from the Major and Local Street Maintenance Fund.

Page 1 of 1

Date: 10/29/2014

PROJECT NO.: _____

[illegible]

Original Contract Price:	\$ 50,125.00
Total Net Addition or Deduction by previous C.O. No.	\$ -
Total Amount of Contract Prior to this Change Order: 1	\$ 50,125.00
Net Addition or Deduction this Change Order No.:	\$ 14,709.79
Net Amount of Contract to-date:	\$ 64,834.79

**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: 

**PERIODIC COST ESTIMATE
CITY OF OWOSSO
301 W. MAIN
OWOSSO, MI 48867**

Page 1 of Pages

1. Estimate No.: 4

4. Date Prepared
10/30/2014

5. Period Ending
10/29/2014

2. Sponsor's Name
CITY OF OWOSSO

3. Sponsor's Address
301 W. MAIN
OWOSSO, MI 48867

6. Project No.

7. Name of Project
2014 SIDEWALK PROJECT

8. Location of Project
VARIOUS STREETS

9. State: Mi

10. Name of Contractor
Seifeert Construction

11. Address of Contractor
608 W. Oak St.
Ashley MI 48806

12. Work Performed Under:
Lump Sum Contract: ☐
Unit Price Contract: ☒
Force Account: ☐

13. Description of Work
N. W. PART OF CITY SIDEWALK REMOVAL AND REPLACEMENT.

14. Sponsor's Contract No.

15. Original Estimated Cost this
Contract or Force Account
\$50,125.00

16. Completion Time:

17. Percent Physical Completion


18. Dates

a. Notice to Proceed	b. Work to Commence	c. Completion Date	d. Est. or Actual Completion 129.35%	e. No of Days Contractor is a. Ahead b. In Arrears
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20 Item No.	21. Description of Item	22. LATEST REVISED DETAILED ESTIMATE				23. WORK PERFORMED TO DATE		
		a. Quantity	b. Unit	c. Unit Price	d. Amount	a. Quantity	b. Amount	c. %
1	4" Sidewalk Removal and Replacement	13000	SFT	\$ 3.25	\$ 42,250.00	13,698.79	\$ 44,521.07	105%
2	6" Concrete Replacement	1100	SFT	\$ 3.75	\$ 4,125.00	1,089.60	\$ 4,086.00	99%
3	Lawn Restoration	3200	SFT	\$ 0.75	\$ 2,400.00	3,748.05	\$ 2,811.04	117%
4	Saw cut	900	SFT	\$ 1.50	\$ 1,350.00	1,260.75	\$ 1,891.13	140%
	ADDITIONAL WORK							
	Curb & Gutter Removal & Replacement		LFT	\$ 20.00		275.1	\$ 5,502.00	
	4" 7 Sack Concrete		SFT	\$ 4.00		484.00	\$ 1,936.00	
	8" 7 Sack Concrete		SFT	\$ 6.25		654.01	\$ 4,087.56	
					TOTAL		\$ 64,834.79	
					10% LESS		\$ 1,000.00	
					SUB TOTAL		\$ 63,834.79	
					LESS PREVIOUS PAYMENT		\$ 47,990.57	
					TOTAL DUE		\$ 15,844.22	


24. CERTIFICATION OF CONTRACTOR

I hereby certify that the work performed and materials supplied to date, as shown on this periodic cost estimate, represent the actual value of accomplishment under the terms of this contract in conformity with approved plans and specification; that the quantities shown were properly determined and are correct; and that there has been full compliance with all labor provisions included in the contract identified above.

11-3-14 SEIFEERT CONSTRUCTION BY:  OWNER
Date Name of Contractor Signature Title

25. ACKNOWLEDGMENT AND CONCURRENCE OF PROJECT ENGINEER

I have examined this periodic cost estimate and concur in the certificate of the contractor.

10-30-14 
Date Signature, Director of Public Services

CITY OF OWOSSO

2014 SIDEWALK PROGRAM

PERIODIC COST ESTIMATE #4

STREET		TOTAL	
MAJOR	EST. 4@ TOTAL	\$22,779.59	
MAJOR	EST. 1,2&3	\$10,809.99	
MAJOR	EST. 4 @ TOTAL	\$11,969.60	
LOCAL	EST. 4 @ TOTAL	\$39,605.25	
LOCAL	EST. 1,2&3	\$37,180.58	
LOCAL	EST. 4 @ TOTAL	\$2,424.67	
PARK'S	EST. 4 @ TOTAL	\$2,449.95	
PARK'S	EST. 1,2&3	0	
PARK'S	EST. 4 @ TOTAL	\$2,449.95	
MAJOR	EST. 4	\$11,969.60	71.06%
LOCAL	EST. 4	\$2,424.67	14.39%
PARK'S	EST. 4	\$2,449.95	14.54%
		\$16,844.22	
STREET			
MAJOR		\$22,779.59	35.13%
LOCAL		\$39,605.25	61.09%
PARK'S		\$2,449.95	3.78%
		\$64,834.79	100.00%
	Less Retainage	\$1,000.00	
	Sub Total	\$63,834.79	
	Less Previous Payment	\$47,990.57	
	Total Due	\$15,844.22	



MEMORANDUM

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

DATE: For November 17, 2014 Council Agenda (Consent Item)

TO: Owosso City Council

FROM: Gary Burk, Utilities Director

RE: Wastewater Plant – Screw Pump Gear Reducer
Motion Industries, Inc. - \$7,763.58

Staff requests Council approval for the purchase of one Sumitomo gear reducer from Motion Industries, Inc. in the amount of \$7,763.58. The gear reducer is a replacement item for one of the 3 influent screw pumps at the Wastewater Treatment Plant. The cost will be paid from the plant's Equipment Replacement Fund.

Motion Industries, Inc. was the low bid from three suppliers:

- Motion Industries, Inc. \$7,763.58 (freight included)
- Integrated Distribution Inc. \$8,072.00 (plus freight)
- Applied Industrial Technologies \$8,426.50 (plus freight)

GMB

RESOLUTION NO.

**AUTHORIZING PURCHASE AND PAYMENT TO
MOTION INDUSTRIES
FOR A GEAR REDUCER FOR AN INFLUENT SCREW PUMP
AT THE WASTEWATER TREATMENT PLANT**

WHEREAS, the City has determined it necessary and prudent to replace a gear reducer for an influent screw pump at the city of Owosso Wastewater Treatment Plant, Shiawassee County, Michigan, and

WHEREAS, the Plant Replacement Fund can readily finance this necessary replacement cost, and

WHEREAS, Motion Industries is the low bidder in the amount of \$7,763.58 for the Sumitomo Model 407S-25 gear reducer with backstop, bushing and seals.

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 the gear reducer from Motion Industries for the amount of \$7,763.58

SECOND: The purchase contract shall be in the form of a city purchase order and the accounts payable department is authorized to submit payment to Motion Industries in the amount of \$7,763.58 upon satisfactory City receipt of the assembly.

THIRD: The above expenses shall be paid from the Wastewater Plant Replacement Fund.



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

MEMORANDUM

DATE: Nov 11, 2014

TO: City Council

FROM: Kevin Lenkart- Public Safety Chief

RE: Purchase of rooftop HVAC unit for Public Safety Headquarters.

Request council approve the purchase of a rooftop HVAC unit for Public Safety Headquarters. The current HVAC unit is over thirty years old and requires extensive and costly repairs on a yearly basis. Bids were requested from several businesses in the City of Owosso as well as Shiawassee and Genesee County. The lowest bid meeting the requirements came from Maurer Heating and Cooling in Owosso MI. Staff recommends Council approve the purchase and installation of one (1) HVAC unit for \$9,679.00 from Maurer Heating and Cooling.

Kevin Lenkart
Public Safety Chief

RESOLUTION NO.

**RESOLUTION AUTHORIZING THE PURCHASE OF A ROOFTOP HVAC UNIT FOR
PUBLIC SAFETY HEADQUARTERS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Public Safety Department has a HVAC unit that is over thirty years old and requires extensive renovation; and

WHEREAS, the City of Owosso desires to purchase one new HVAC unit for Public Safety Headquarters, bids were requested from businesses in the City of Owosso as well as Shiawassee County and Genesee County; and

WHEREAS, Maurer Heating and Cooling Co. from Owosso Michigan submitted the lowest bid meeting the requirements.

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 one Bryant efficiency rooftop unit (8 ½ ton), for a cost to the City of Owosso of \$9,679.00
- 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 Maurer Heating and Cooling Co. for the purchase and installation of said unit.
- THIRD: Payment to Maurer Heating and Cooling Co. is hereby authorized in the amount of \$9,679.00 upon delivery and installation of the unit.
- FOURTH: The above expenses shall be paid from the Police Division Capital Outlay fund 101-300-978.000.

HEATING & COOLING FIREPLACES

203 S Water Street
Owosso, MI 48867
Phone: 989-723-4220
Fax: 989-723-3879



www.maurerheating.com
comfort@maurerheating.com

PROPOSAL

October 29, 2014

City of Owosso
Police Dept Chief
202 S Water St
Owosso MI 48867

Email: kevin.lenkart@c1.owosso.mi.us

Installation of a Bryant model 580JE09D180A2A0M standard efficiency roof top unit (8 1/2 ton) that will replace the existing, to include the following:

1. 460 volt - 3 ph wiring by Ludington Electric
2. Disposal of the old unit
3. Crane service
4. Mechanical permit
5. Install a safety rail along the wall edge, south side of unit
6. End of the first year planned maintenance check up on the new unit

Warranty	1 year parts & labor
	5 years compressor
	10 years heat exchanger

\$ 8,789.00

Optional: To add an economizer with enthalpy controls to this unit, add:

890.00

New Total \$ 9,679.00

Note: This is a direct replacement unit for the existing.
Same manufacturer, different brand.

PRICE SUBJECT TO CHANGE AFTER 30 DAYS
TERMS: 30% DEPOSIT. BALANCE DUE UPON COMPLETION

_____ CASH/CHECK _____ FINANCING _____ CREDIT CARD# _____
Expires _____ CVR _____

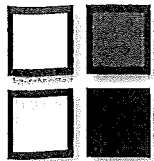
BUYER'S RIGHT TO CANCEL: You, the buyer, may cancel the transaction without penalty or obligation any time prior to midnight of the third business day after the date of this transaction by proper notification.

The above specifications are satisfactory and I hereby authorize the performance of this work.

We guarantee all material used in this contract to be as specified above and the entire job to be done in a professional manner.

Date: _____

Date: 10/29/14



GOYETTE

M E C H A N I C A L

3842 GOREY AVE P.O. BOX
FLINT, MI. 48501
PHONE: (810)742-8530
FAX: (810)742-3661

PROPOSAL

Date: 10/16/14

To: City of Owosso Public Safety
301 W. Main
Owosso, Mi. 48867

Re: Replace 8.5 Ton Carrier Rooftop

Attn: Kevin/Don

In reference to the above-mentioned project, our price includes all supervision, labor, and tools required for a complete scope.

As per your request Goyette Mechanical is pleased to provide a proposal to replace the existing Carrier 8.5 ton rooftop. Two items (smoke detector, safety rail) currently not installed will be required to meet current code. I am including the smoke detector and will provide a line item add for the safety rail as well as a new disconnect. Upon approval we would proceed as follows:

8.5 Ton RTU Replacement

- Demo and dispose of existing rooftop, including the proper removal of all R-22 refrigerants as per EPA regulations.
- Furnish and install a Carrier 8.5 ton gas/electric packaged rooftop. This unit will fit onto the existing roof curb without the need for a curb adaptor.
- Furnish and install an economizer that will provide code required ventilation and free cooling when weather permits.
- Reconnect existing electrical, control wiring, thermostat, and disconnect.
- Reconnect existing gas piping and provide new as required to meet current code. All new gas piping will be painted to limit rust corrosion.
- Furnish and install a code required smoke detector.
- Provide crane and operator to perform all lifts.
- Complete system start-up to verify proper operation.
- All applicable permits.
- 10 year heat exchanger, 5 year compressor, 1 year parts & labor warranties.

Total Investment: \$9,339.00

- ❖ New 460/3 Disconnect: Add \$275.00
- ❖ OSHA Approved Safety Rail: Add \$1,975.00

Proposal

Page No. 1 of 1 Pages

Lamphere's Plumbing * Heating * Cooling * Sewer Service

919 W. Main St.
Owosso, MI 48867

989-723-3131 Office

Fax 989-725-6825

PROPOSAL SUBMITTED TO: City of Owosso
STREET: 301 W. Main St.
CITY, STATE AND ZIP CODE: Owosso, MI 48867
CONTACT:

PHONE: 989-725-0568
FAX: 989-725-0526
JOB LOCATION:
DATE OF PLANS:

Date: April 3, 2013

JOB PHONE:

We hereby submit specifications and estimates for:

Proposal to install one Trane 8 ½ ton heating and a/c unit to include:

- Hi heat system
- 460 3 phase electric
- Return air smoke detector
- Fresh air manual damper
- Relia Tel controls to allow low ambient down to zero degrees
- Curb adapter so as not to disturb roof

****Total Installation – Materials & Labor**** \$9,686.00

Electric by Ludington Electric
HAVC by Lamphere's
Crane service is included

Mechanical License # 71-03733

Boiler License # 312979-2B

Master Plumbing License # 81-07008

We propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

****Nine Thousand Six Hundred Eighty-six and 00/100**** (\$ 9,686.00)

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Acceptance of Proposal -The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlines above.

Date of Acceptance:

Authorized

Signature: Scott Lamphere

NOTE: This proposal may be withdrawn by us if not accepted within 30 days.

Signature _____

Signature _____

"A Flush Beats a Full House"



WARRANT 492

November 11, 2014

Vendor	Description	Fund	Amount
Logicalis, Inc	Network engineering-October 2014	General	\$ 8,568.00
State of Michigan	Annual MDEQ fee for public water supplies	Water	\$ 5,372.01
Brown & Stewart, PC	Professional services-Oct 14, 2014 – Nov 10, 2014	General	\$ 9,361.56
TOTAL			\$23,301.57



MEMORANDUM

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

DATE: November 13, 2014
TO: Mayor Frederick and the Owosso City Council
FROM: Amy K. Kirkland, City Clerk
SUBJECT: Owosso's public access channels

RECOMMENDATION:

Staff recommends conversion of public access channel no. 187 to a government-only channel and the cessation of broadcasting on channel No. 188 starting January 1, 2015.

BACKGROUND:

As you are aware, the City currently administers two public access cable channels; one broadcasting local video productions, the other a simple bulletin board of local non-profit events. Over the course of the last decade many factors have come together to limit the viewership of the channels and cause us to question whether continuing to broadcast the channels is the best use of public funds. I believe the time has come to seriously evaluate whether we should continue to fund both of these channels.

Based on citizen feedback we believe viewership of the bulletin board channel to be significantly higher than that of the video channel, due in part to the City's practice of advertising leaf pick up updates and other City-related information on that channel. While I believe we have some dedicated viewers of the video channel out there I believe that population to be quite small, and for the amount of staff time that must be dedicated to the video channel I feel there may more fiscally responsible options available. My suggestion would be to cease the broadcast of videos submitted by the public on channel no. 187 in favor of broadcasting the bulletin board. In this scenario channel no. 188, which now functions as the bulletin board, would go black. This change would allow a significant amount of staff time to be redirected to other tasks while at the same time maintaining an avenue for communication. Eventually, depending on the Council's prerogative, video equipment could be purchased for the Council Chambers to allow the recording of City meetings for playback on the channel. In the meantime, audio recordings of City meetings could be placed on channel no. 187 or posted to the City website.

In order to give the organizations that currently utilize the video channel an opportunity to make other arrangements for communicating with their audience I suggest distributing a notice outlining the City's intention to claim the public access channel as a government-only channel starting January 1, 2015.

As an aside, should you choose to cease broadcasting on channel no. 188 Charter Communications is entitled to utilize this channel. If, after a period of time, you decide it would be advantageous to broadcast on the channel again I believe the City would be entitled to such use.

FISCAL IMPACTS:

Funding, in this case, refers primarily to the amount of staff time that must be dedicated to administering the video channel, as no funds have been dedicated for purchases in some years. It is my estimation the suggested change will save approximately 4-5 hours per week in staff time.

Document originated by: Amy K. Kirkland, City Clerk

RESOLUTION NO.

**AUTHORIZING CHANGES TO THE CITY OF OWOSSO
CABLE PUBLIC ACCESS CHANNELS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, currently has two public access channels administered by city staff, commonly known as Charter Communications channels 187 and 188; and

WHEREAS, channel 187 broadcasts video productions submitted by local residents; and

WHEREAS, the City acknowledges the value of citizens communicating with other citizens via television, it also recognizes that it must be very strategic in allocating scarce public funds and is sometimes forced to make difficult decisions; and

WHEREAS, submissions for the channel have dropped off sharply in the past 2 years, resulting in little variation in programming and individual shows playing for weeks at a time; and

WHEREAS, viewership of the channel appears to be quite low based on public feedback; and

WHEREAS, the City has a responsibility to rein in spending that offers little benefit to the community at large.

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

FIRST: The City of Owosso has thereto determined that it is advisable, necessary and in the public interest to cease the broadcast of video programs submitted by the public after January 1, 2015.

SECOND: It has further been determined channel 188 will be abandoned and channel 187 will be used for bulletin board purposes and direct communications from the City only.

To: Owosso City Council
 From: Charles Rau, Building Official
 Date: 10/31/2014
 Subject: Building Department Report for October, 2014

Category	Estimated Cost	Permit Fee	Number of Permits
Churches-New & Alt	\$3,500	\$80	1
Demolition	\$750	\$60	1
Electrical	\$0	\$1,535	10
Fence - Residential	\$16,550	\$400	5
Mechanical	\$0	\$1,395	10
Non-Res. Add/Alter/Repair	\$8,840	\$350	4
Non-Res. New	\$500,000	\$7,859	1
Res. Add/Alter/Repair	\$125,041	\$2,790	26
Res. Utility Building	\$10,939	\$270	3
Sign	\$1,200	\$90	1
Totals	\$666,820	\$14,829	62

2013 COMPARISON TOTALS

		BUILDING PERMITS ONLY	-	43
OCTOBER, 2013 TOTALS	\$1,152,457*	\$22,502		87

* DOWNTOWN FACADE RESTORATIONS

Enforcements By Category

10/31/14

1 / 4

OCTOBER, 2014

ANIMALS

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0655	727 E MASON ST	LETTER SENT	Resolved	10/10/14	10/17/14	Y
Total Entries:				1		

AUTO REP/JUNK VEH

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0634	609 MARTIN ST	REF TO POLICE OFFICER	Resolved	10/02/14	10/15/14	Y
ENF 14-0665	1171 JACKSON DR	REF TO DPW	Resolved	10/22/14	10/30/14	N
ENF 14-0672	152 E HOWARD ST	REF TO DPW	Resolved	10/24/14	10/31/14	COMM
Total Entries:				3		

BUILDING VIOL

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0633	1501 YOUNG ST	REF TO RAU	Resolved	10/02/14	10/10/14	N
ENF 14-0635	720 FRAZER AV	EXTEN GRANTED	Extension Granted	10/03/14		Y
ENF 14-0643	1011 N SAGINAW ST	LETTER SENT	Resolved	10/02/14	10/13/14	N
ENF 14-0645	211 N HOWELL ST	REF TO RAU	Resolved	10/08/14	10/10/14	N
ENF 14-0647	752 N PARK ST	VERBAL NOTICE	Resolved	10/08/14	10/09/14	Y
ENF 14-0648	427 N CHIPMAN ST	REF TO RAU	REF TO RAU	10/08/14		Y
ENF 14-0650	1210 CORUNNA AV	REF TO RAU	Resolved	10/10/14	10/22/14	COMM
ENF 14-0651	1214 CORUNNA AV	REF TO RAU	Resolved	10/10/14	10/28/14	COMM
ENF 14-0653	1300 N WASHINGTON ST	REF TO RAU	Resolved	10/10/14	10/20/14	N
ENF 14-0658	630 N PARK ST	APPLICATION	Letter Sent	10/15/14		N
ENF 14-0660	729 CLINTON ST	LETTER SENT	Resolved	10/17/14	10/30/14	Y
ENF 14-0671	204 STRATFORD DR	REF TO RAU	No Violation	10/24/14	10/24/14	N
ENF 14-0674	728 W OLIVER ST	LETTER SENT	Letter Sent	10/27/14		N
ENF 14-0677	802 W MAIN ST		Complaint Logged	10/28/14		COMM

Enforcements By Category

10/31/14

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OCTOBER, 2014

Total Entries: 14

FRONT YARD PARKING

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0642	622 N WASHINGTON ST	CI ISSUED	Civil Infrac Issued	10/02/14		Y

Total Entries: 1

GARBAGE & DEBRIS

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0638	309 GREEN ST	REF TO POLICE	Resolved	10/06/14	10/17/14	VAC
ENF 14-0639	432 E EXCHANGE ST	REF TO RAU	No Violation	10/06/14	10/08/14	Y
ENF 14-0641	734 N HICKORY ST	REF TO POLICE	Resolved	10/02/14	10/25/14	Y
ENF 14-0652	824 S PARK ST	REF TO POLICE	Resolved	10/10/14	10/25/14	Y
ENF 14-0662	708 CLINTON ST	LETTER SENT	Resolved	10/21/14	10/30/14	Y
ENF 14-0666	440 ABBOTT ST	REF TO POLICE	REF TO POLICE	10/22/14		Y
ENF 14-0673	1307 N HICKORY ST	LETTER SENT	Resolved	10/24/14	10/29/14	Y
ENF 14-0675	526 HARRISON AV	LETTER SENT	Letter Sent	10/27/14		N

Total Entries: 8

GARBAGE CANS

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0649	647 N WATER ST	LETTER SENT	Resolved	10/09/14	10/09/14	Y
ENF 14-0656	214 S CEDAR ST	LETTER SENT	Resolved	10/15/14	10/15/14	N
ENF 14-0657	227 S CEDAR ST	LETTER SENT	Resolved	10/15/14	10/15/14	Y

Total Entries: 3

HIST DISTRICT VIOLATION

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0661	202 W EXCHANGE ST	REF TO RAU	Complaint Logged	10/20/14		COMM

Enforcements By Category

10/31/14

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OCTOBER, 2014

Total Entries: 1

LAWN MAINTENANCE

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0628	609 MARTIN ST	RESOLVED	Resolved	10/01/14	10/14/14	VAC?
ENF 14-0629	1616 FREDERICK ST	RESOLVED	Resolved	10/01/14	10/08/14	N
ENF 14-0640	309 GREEN ST	DPW MOWED	Resolved	10/06/14	10/22/14	VAC
ENF 14-0644	930 JEROME AV	WO SUBMITTED	WO Submitted	10/06/14	10/14/14	VAC

Total Entries: 4

RENTAL UNIT VIOL

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0631	1008 BUCKLEY DR	REF TO TYLER	Resolved	10/02/14	10/22/14	N
ENF 14-0632	912 N CHIPMAN ST	LETTER SENT	Resolved	10/02/14	10/06/14	N
ENF 14-0654	213 S LANSING ST	REF TO TYLER	REF TO TYLER	10/10/14		Y
ENF 14-0659	808 ABREY AV	LETTER SENT	Resolved	10/17/14	10/17/14	N
ENF 14-0667	831 AMENT ST	LETTER SENT	Letter Sent	10/22/14		Y
ENF 14-0668	311 DIMMICK ST	LETTER SENT	Letter Sent	10/22/14		Y
ENF 14-0676	308 S SHIAWASSEE ST	REF TO RAU	Complaint Logged	10/27/14		Y

Total Entries: 7

SIGN VIOL

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0646	604 S WASHINGTON ST	REF TO POLICE	Resolved	10/08/14	10/20/14	VAC
ENF 14-0663	220 S DEWEY ST	REF TO RAU	REF TO RAU	10/22/14		Y
ENF 14-0664	831 AMENT ST	REF TO POLICE	Resolved	10/22/14	10/22/14	Y

Total Entries: 3

VACANT PROPERTY REG

Enforcements By Category

10/31/14

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OCTOBER, 2014

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0636	1229 MILWAUKEE ST	LETTER SENT	Letter Sent	10/03/14		VAC
ENF 14-0637	609 MARTIN ST	LETTER SENT	Letter Sent	10/03/14		VAC
ENF 14-0669	415 W STEWART ST	LETTER SENT	Resolved	10/23/14	10/30/14	VAC
ENF 14-0670	1220 ADA ST	LETTER SENT	Letter Sent	10/23/14		VAC
Total Entries:				4		

ZONING

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0630	409 W NORTH ST	REF TO RAU	Resolved	10/01/14	10/20/14	N
Total Entries:				1		

Total Records: 50

Total Pages: 4

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
IND - Industrial
HOME OCC - Home Occupation



OWOSSO PUBLIC SAFETY

Director of Public Safety
Kevin Lenkart

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

MEMORANDUM

DATE: November 10, 2014
TO: Owosso City Council
FROM: Kevin Lenkart
RE: October 2014 report

Attached are the statistics for the police department for October 2014. This report includes activity for the month of October and year-to-date statistics. Also attached is a list of Field Contacts, which are incidents that the police are dispatched to that require no further follow up than the officers initial response.

Also included is the Burning Violation report for October.



Case Assignment/Clearance Report For October, 2014

October 2014

Offenses	Current Month		Year-To-Date		Percent Cleared
	Assigned	Cleared	Assigned	Cleared	
PART I OFFENSES					
ROBBERY	0	0	0	0	0 %
AGGRAVATED ASSAULT	2	2	26	16	61 %
BURGLARY	2	3	39	40	102 %
LARCENY	37	22	216	143	66 %
MOTOR VEHICLE THEFT	3	4	15	15	100 %
SIMPLE ASSAULT	12	9	87	61	70 %
ARSON	0	0	1	1	100 %
FORGERY & UTTERING	1	1	4	3	75 %
COUNTERFEITING	0	0	3	1	33 %
FRAUD	6	3	68	29	42 %
EMBEZZLEMENT	0	0	2	2	100 %
WEAPON CRIMES- CARRY, POSS,	0	1	2	2	100 %
PROSTITUTION	0	0	0	0	0 %
SEX OFFENSES 1/ UNDER AGE -	0	0	6	1	16 %
NARCOTICS VOLIATIONS	7	4	63	42	66 %
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	0	0	2	0	0 %
SEX OFFENSES 2	4	3	30	21	70 %
PARENTAL KIDDNAP	0	0	0	0	0 %
KIDDNAPPING	0	0	0	0	0 %
BURGLARY RESIDENTIAL	0	0	14	0	0 %
BURGLARY COMMERCIAL	0	0	2	1	50 %
RESISTING/OBSTRUCTING	0	0	4	3	75 %
PART I OFFENSES	74	52	584	381	65 %
PART II OFFENSES					
PAROLE/PROBATION VIOLATION	0	0	13	14	107 %
NATURAL DEATH	3	2	23	10	43 %
RETAIL FRAUD	0	0	10	9	90 %
RUNAWAY	0	0	39	21	53 %
VIOLATION PPO/ COURT ORDER	0	0	2	3	150 %

Offenses	Current Month		Year-To-Date		Percent Cleared
	Assigned	Cleared	Assigned	Cleared	
FAMILY NONSUPPORT	0	0	0	0	0 %
SUSPICIOUS DEATH	0	1	1	3	300 %
TRAFFIC OFFENSES OTHER	3	0	52	16	30 %
CRIMINAL CASE OTHER	0	0	0	0	0 %
WARRANT ARREST	15	8	154	114	74 %
SUSPICIOUS CIRCUMSTANCES	5	2	36	17	47 %
WARRANT ADVISED	0	0	0	0	0 %
MENTAL ORDER-ECO / TDO	5	5	63	44	69 %
DOMESTIC ASSAULT/SITUATION	11	5	154	95	61 %
ILLEGAL DUMPING	0	0	0	0	0 %
FOUND PROPERTY	12	6	85	95	111 %
RECOVERED PROPERTY	0	0	2	2	100 %
ANNOYING PHONE CALLS	0	0	0	0	0 %
TRESPASSING	1	1	8	5	62 %
DOA	0	0	0	0	0 %
ANIMAL COMPLAINTS	4	4	19	13	68 %
MISSING PERSON	0	0	1	0	0 %
WARRANT OBTAINED	0	0	0	0	0 %
PROPERTY-LOST	0	0	0	0	0 %
SAFEKEEPING OF WEAPON	0	0	0	0	0 %
SUICIDE AND ATTEMPTED SUICIDES	0	0	4	0	0 %
TRAFFIC - HIT & RUN	3	0	54	27	50 %
FIRES - NOT ARSON	1	1	4	2	50 %
LOST PROPERTY	0	0	0	0	0 %
NON-CRIMINAL CASE	21	9	131	83	63 %
CRIMES AGAINST FAMILY &	1	1	15	12	80 %
DRIVING WHILE IMPAIRED	2	2	30	32	106 %
LIQUOR LAW VIOLATIONS	3	0	35	15	42 %
DISORDERLY CONDUCT	3	1	32	15	46 %
OTHER CRIMES	17	10	187	147	78 %
IMPOUND / TOW FOLLOW-UP	0	0	0	0	0 %
FALSE ALARM	0	0	0	0	0 %
MOTOR VEHICLE CRASH	28	19	318	222	69 %
THREATS	0	0	4	3	75 %
PROPERTY CRIMES, POSS, SALE,	0	0	0	0	0 %
DAMAGE TO PROPERTY	8	4	99	60	60 %
<i>PART II OFFENSES</i>	<i>146</i>	<i>81</i>	<i>1,575</i>	<i>1,079</i>	<i>68 %</i>
Grand Totals:	220	133	2,159	1,460	67 %

Field Contact By Reason Summary Report

October 2014

Reason for Contact	Count
911 Hang Up	22
False Alarm Commercial	23
False Alarm Fire	1
False Alarm Residential	4
All Other Service Reports	15
Animal Complaints Other	30
Assist Ambulance	6
Assist To Other Dept	12
Assist Fire Dept	1
Assist Officer	1
Attempt To Locate	15
Barking Dog	10
Burning Ordinance	7
Careless Driving	1
Civil Dispute	21
Disturbance	12
Fight / No Assault	2
Found Property	4
Gun Permit/register	62
Harrassment	7
Investigate Vehicle	1
Loud Music	10
Loud Party	5
Mental Pickup/transport	1
Motorist Assist	4
Open Door	7
Ordinance Violation	8
Parking Problem	23
Pawn Ticket	186
Peace Officer	17
Reckless Driver	2
Road Hazard	8
Recovered Property	1

Reason for Contact	Count
Suspicious Person	35
Suspicious Situation	52
Suspicious Vehicle	23
Trouble With Kids	24
Trouble With Neighbor	11
Trouble With Subject	46
Trespassing	1
Phone Harassment	9
Unwanted Subject	6
Vacation Check	7
Vicious Dog	1
Vehicle Inspection	1
Welfare Check	23
Wire Down	5
Work Traffic	163

REPORTED BURN COMPLAINT - NO VIOLATION FOUND

October 2014

CASE_ID	FCDATE	STREET
201406266	10/11/2014 23:22:00	W CURWOOD DR
201406263	10/11/2014 22:52:00	W RIVER ST
201406603	10/29/2014 12:21:00	500 BLK E EXCHANGE ST
201406624	10/30/2014 11:47:00	S CEDAR ST
201406635	10/30/2014 21:43:00	W CURWOOD DR/W. OLIVER ST



OWOSSO PUBLIC SAFETY

Director of Public Safety
Kevin Lenkart

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

MEMORANDUM

DATE: November 10, 2014
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: October Fire & Ambulance Report

During the month of October 2014:

Fire Department responded to 214 Ambulance calls.

Fire Department responded to 24 Fire calls.

- 7 – Vehicle Accident
- 2 – False Alarm
- 1 - Vehicle fire
- 2 – Assist medical crew
- 5 – Smoke alarm
- 1 – Carbon Monoxide alarm
- 2 – Gas Leak
- 1 – Electrical / Arcing
- 1 – Cooking fire
- 1 – Building fire
- 1 – Fluid leak

MINUTES
REGULAR MEETING OF THE OWOSSO ZONING BOARD OF APPEALS
CITY OF OWOSSO
OCTOBER 21, 2014 at 9:30 AM
CITY COUNCIL CHAMBERS

The meeting was called to order by Chairman Randy Horton at 9:31 a.m.

Roll call was taken by Recording Secretary Marty Stinson.

MEMBERS PRESENT: Chairman Randy Horton, Board Member William Wascher, and Alternate John Horvath.

MEMBERS ABSENT: Vice-Chairman Christopher Eveleth, Secretary Daniel Jozwiak, and Board Member Kent Telesz, Alternate Matt Grubb.

OTHERS PRESENT: Ms. Susan Montenegro, Assistant City Manager and Director of Community Development; Mrs. Laura Strachan, Mr. David Strachan, owners of 1000 N. Chipman St.

AGENDA: IT WAS MOVED BY BOARD MEMBER HORVATH, AND SUPPORTED BY BOARD MEMBER WASCHER TO APPROVE THE AGENDA OF THE MEETING OF OCTOBER 21, 2014.
YEAS: ALL. MOTION CARRIED.

COMMUNICATIONS:

1. Staff memorandum
2. Variance request application & materials – 1000 N. Chipman Street
3. Correspondence
4. Affidavit of notice

COMMISSIONER/PUBLIC COMMENTS: None.

PUBLIC HEARINGS: VARIANCE REQUEST – 1000 N. Chipman, # 2014-03

Public hearing began at 9:34 a.m.

Applicant Mrs. Laura Strachan of 1000 N Chipman spoke regarding their desire to install a fence to contain their dogs. She showed the board members pictures of the area where she wanted the fence installed which would be ten feet into the 25 foot front yard setback. She didn't know she had two front yards on her corner property. This variance will be located on the side of the house that abuts Harding Street. Mrs. Strachan stated that anyone who came to house loved the idea and said it was a nice looking fence. They want to contain their dogs and keep them from running the neighborhood. They staked the yard to demonstrate where the fence would go.

Public hearing ended at 9:42

Ms. Susan Montenegro, Assistant City Manager and Director of Community Development, received four letters / e-mails in support of this variance. No negative comments were received at city hall.

Board Member Wascher commented that this variance could set a precedent – the planning commission won't want to do this. This is not a good idea. There are a lot of corner lots where this is not a good idea.

Discussion about this being an extra-large lot; this area for the variance is the farthest from the corner; and this has the neighbors' consent.

MOTION BY BOARD MEMBER WASCHER, SUPPORTED BY BOARD MEMBER HORVATH THAT AFTER REVIEWING THE CASE FOR 1000 N. CHIPMAN STREET, PARCEL NUMBER 050-590-000-012-00, HEREBY MAKES THE FOLLOWING FINDINGS:

- 1 THIS IS A UNIQUE SITUATION**
- 2 THIS AREA OF VARIANCE IS SET FAR ENOUGH BACK FROM THE CORNER**

- 3 THIS FENCE CAN'T BE HIGHER THAN 4 FEET
- 4 THE ORDINANCE FOR AT LEAST 50% SEE THROUGH FENCE IS WAIVED,
- 5 THIS VARIANCE WILL INCLUDE THE PREVIOUSLY INSTALLED FENCE FACING HARDING STREET AROUND THE PATIO.

BASED UPON THESE FINDINGS, THE OWOSSO ZBA HEREBY APPROVES THE PETITION TO PERMIT THE TEN FOOT SETBACK VARIANCE.

AYES: ALL

NAYS: NONE

MOTION CARRIED.

Chairman Horton was pleased that the neighbors were interested in the project and expressed their positive support of the fence.

COMMISSIONER/PUBLIC COMMENTS:

Ms. Montenegro asked if the board wanted to bring this to planning commission. Board Member Wascher prefers to leave it alone. Chairman Horton prefers to look to each individual case as they come along. Ms. Montenegro wonders about a certain size corner lot. Mr. Wascher talked about houses facing one way and addressed or drives being on a different street. Consumers Energy addresses another direction. It would be difficult to set up a standard.

ADJOURNMENT:

MOTION BY BOARD MEMBER HORVATH, SUPPORTED BY BOARD MEMBER WASCHER TO ADJOURN AT 10:10 A.M.

YEAS: ALL. MOTION CARRIED.

Dan Jozwiak, Secretary

m.m.s

**OWOSSO HISTORICAL COMMISSION
SPECIAL MEETING
FOR THE PURPOSE OF
MARKETING AND ADVERTISING ONLY**

OCTOBER 30, 2014

6:00 P.M.

PRESIDING OFFICER: Elaine Greenway

PRESENT: Elaine Greenway, Chair; Jennifer Mahoney, Vice Chair; Erin Powell, Sue Ludington, Sue Osika, Lorraine Weckwert

ABSENT: None

CITIZEN COMMENTS AND QUESTIONS:

None.

DISCUSSION:

Discussion was limited to strategic planning for OHC Marketing and Advertising initiatives. No decisions or concrete action was taken regarding any Marketing and Advertising at this time. Another Special Meeting for the purpose of Marketing and Advertising ONLY was scheduled for Wednesday, October 5, 6:P.M. at Gould House.

NEXT REGUALR MEETING

Monday, November 10, 2014

ADJOURNMENT

MOTION FOR ADJOURNMENT WAS CALLED, MOTION CARRIED UNANMOUSLY.

Elaine Greenway, Chair

Robert Doran, Director

**OWOSSO HISTORICAL COMMISSION
SPECIAL MEETING
FOR THE PURPOSE OF
MARKETING AND ADVERTISING ONLY**

NOVEMBER 5, 2014

6:00 P.M.

PRESIDING OFFICER: Elaine Greenway

PRESENT: Elaine Greenway, Chair; Jennifer Mahoney, Vice Chair; Sue Ludington, Sue Osika, Lorraine Weckwert

ABSENT: Erin Powell

CITIZEN COMMENTS AND QUESTIONS:

None.

DISCUSSION:

Discussion was limited to strategic planning for OHC Marketing and Advertising initiatives. No decisions or concrete action was taken regarding any Marketing and Advertising at this time. The following are some of the topics and possible initiatives that were discussed:

**Strategic Plan for OHC includes Mission and Vision Statements (Values and Principles)
New “Brand,” Advertising, PR, Website & Social Media**

MARKETING – ADVERTISING – BRANDING GOALS:

- Define Mission & Vision
- Rebrand OHC.
- Develop new web site that includes all components of the OHC, not just the Home Tour.
- What is currently the “face” of the OHC, our historic structures and collections?
- What should be the brand or name that clearly defines marketing strategy for the entire OHC collection? The octopus has many arms, but what should we call the head?

Thorough strategic planning sessions, all of this will then become the architecture and road map for our new web site.

- By December 15th (?) put together 2015 Marketing and Advertising goals and initiatives so we can start developing a comprehensive M&A plan to support those initiatives. It’s rather late in the game but we can do our best!
- Establish an overall Marketing budget for the entire fiscal year, looking towards 2/3/4/5/10 year(s) plans
- Establish an ongoing schedule for press releases – submit press release for Curwood Castle renovation and recent acquisitions and new Director hire, where I can roll out OHC Vision and upcoming schedule of events.
- Use Constant Contact to start developing a database.
- Social Media – Face Book & Twitter.

The four 'Ps' of marketing are Product, Place, Price and Promotion.

PRODUCT:

**THE OWOSSO HISTORICAL COLLECTION under the Leadership and Direction of
THE OWOSSO HISTORICAL COMMISSION**

History, Experience

Under the Leadership and Direction of the OHC	Other Important Components of Owosso History
Curwood Castle Writing and Conservation Studio Gould House Ivan Conger Archives & Archive Room Comstock Pioneer Cabin Woodard Paymaster House Home Tour	5 Historical Districts Owosso Historical Society Steam Railroading Institute Shiawassee Arts Center Lebowski Community Center Historic Cemeteries Historic Churches

James Oliver Curwood – Imaginer

- Writer
- Adventurer
- Pioneer in Films
- Pioneer Conservationist
- Innovative
- Iconoclast

PLACE: Owosso, Imagination (Nostalgia)

PRICE: Currently VERY inexpensive

PROMOTION: Web Site, New PR and Marketing and PR Initiatives, Home Tour, Historical Exhibitions, Social Media.

MISSION & VISION:

HISTORICAL COMMISSION VISION STATEMENT:

To Foster Appreciation and Discovery of Owosso Heritage.

HISTORICAL COMMISSION MISSION STATEMENT

The purpose of the Historical Commission is to recognize, preserve and bring public attention to the historical treasures of the city and to promote a historical interest in the arts. The commission is responsible for the permanent perpetuation of the history of the city.

BRAND:

Use the original architectural plans of the Curwood Castle to

MARKETING CAMPAIGN:

“Passport to History – Destination Owosso”

NEXT REGULAR MEETING

Monday, November 10, 2014

ADJOURNMENT

MOTION FOR ADJOURNMENT WAS CALLED, MOTION CARRIED UNANIMOUSLY.