

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, APRIL 04, 2016
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 MARCH 21, 2016:

ADDRESSING THE CITY COUNCIL

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

1. Parkinson's Awareness Month. A proclamation of the Mayor's Office declaring the month of April 2016 as Parkinson's Awareness Month in the City of Owosso.
2. Plunge for Parks Awards. Parks & Recreation Chairman Michael Espich will present awards to those who participated in the Plunge for Parks event for the top fund raiser, most original jump and best costume.
3. Historical Commission Annual Review. Presentation of the Historical Commission Annual Review by Historic Facilities Director Robert Doran.

PUBLIC HEARINGS

1. Special Assessment District No. 2016-01. Conduct a public hearing to receive citizen comment regarding authorization of Resolution No. 5 for Special Assessment District No. 2016-01 for Gould Street from Main Street to Corunna Avenue for street resurfacing.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

1. Presentation of proposed budget for FY 2016-17.
2. Project status report

CONSENT AGENDA

1. Set Public Hearing - Obsolete Property Rehabilitation Exemption. Set a Public Hearing for Monday, April 18, 2016 to receive citizen comment regarding the application from Owosso REO Group, LLC for an Obsolete Property Rehabilitation Exemption Certificate for their property at 300 W. Main Street.
2. Bid Award - 2016 Spring Tree Purchase Program. Authorize purchase order with Schichtel's Nursery, Inc. for the purchase of 75 trees in the amount of \$5,500.00 and further authorize payment up to the contract amount upon satisfactory receipt of product.
3. Flea Market on the Street. Consider request from Josh Adams, DDA/Main Street Manager, to close North Washington Street, from Main Street, north to Exchange Street, on the following 2016 dates: April 10th, May 8th, June 12th, July 10th and August 14th from 7:30 a.m. until 2:15 p.m. and approve Traffic Control Order No. 1350 formalizing the request.
4. Downtown Owosso Farmer's Market. Consider request from Tracy Peltier- Market Master of the "Downtown Owosso Farmer's Market" to close Exchange Street from Water, east to Washington Street, every Saturday from May 7, 2016 to October 29, 2016 from 7 a.m. until 4 p.m. (Farmer's market will be open from 7 a.m. until 4 p.m. on 6/4/16- during Curwood Festival) and approve Traffic Control Order No. 1351 formalizing the request.
5. Consumers Energy Alternate Electric Distribution Service At Wastewater Treatment Plant. Authorize to amend the agreement between the City of Owosso and Consumers Energy Company, as Amendment No. 1, for the Provision of an Alternate Electric Distribution Service at the Wastewater Treatment Facility.
6. Roadway and water mains for Owosso Brownfield Authority District Eight (SONOCO, Detroit Abrasives, proposed Cargill). Approve an engineering contract with Orchard, Hiltz & McCliment (OHM) for water mains, roadway design and construction services.
5. Warrant No. 521. Authorize Warrant No. 521 as follows:

Vendor	Description	Fund	Amount
Waste Management	Landfill disposal charges 3/1/16-3/15/16	Street/WWTP	6,273.71
		TOTAL	\$ 6,273.71

ITEMS OF BUSINESS

1. Unpaid Utility Charges. Authorize the annual notice for the collection of unpaid utility charges and the intent to lien therefore in compliance with Chapter 15, Section 15.4(c) of the Owosso City Charter.
2. Reciprocal Retirement Act Policy Update.

3. Scheduling Budget Meetings. Consider setting a series of special meetings to discuss the 2016-17 Proposed Budget.

COMMUNICATIONS

1. David Haut, Filtration Plant Superintendent. 2016 Annual Water Quality Report.
2. Downtown Development Authority/Main Street. Minutes of March 2, 2016.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, April 18, 2016

BOARDS AND COMMISSIONS OPENINGS

Board of Review – term expires December 31, 2020
Building Board of Appeals – Alternate - term expires June 30, 2018

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, calling, or emailing the following: Owosso City Clerk's Office, 301 West Main Street, Owosso, MI 48867; Phone: (989) 725-0500; Email: city.clerk@ci.owosso.mi.us. The City of Owosso Website address is www.ci.owosso.mi.us.

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF MARCH 21, 2016
7:30 P.M.**

PRESIDING OFFICER: MAYOR BENJAMIN R. FREDERICK

OPENING PRAYER: PASTORAL ASSOCIATE EDWARD HORSKI
ST. PAUL & ST. JOSEPH CATHOLIC CHURCHES

PLEDGE OF ALLEGIANCE: NATHAN LESLIE
CURWOOD SCULPTURE DONOR

PRESENT: Mayor Benjamin R. Frederick, Councilpersons Loreen F. Bailey, Burton D. Fox, Elaine M. Greenway, Michael J. O'Leary, and Robert J. Teich, Jr.

ABSENT: Mayor Pro-Tem Christopher T. Eveleth.

A moment of silence was held to mark the passing of local businessman and outstanding community volunteer Dan Brazil.

APPROVE AGENDA

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

Agenda Section	Change	Item Name	Comments
Proclamations	Remove	2. Plunge for Parks Awards	Due to scheduling conflicts
Consent Agenda	Add	5. Food Distribution Permission	
Items of Business	Remove	3. Grant Application – Skate Park	
Items of Business	Amend	7. Executive Session	Should state the purpose is to discuss a written opinion of the City Attorney

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF MARCH 7, 2016

Motion by Councilperson Bailey to approve the Minutes of the Regular Meeting of March 7, 2016 as presented.

Motion supported by Councilperson O'Leary and concurred in by unanimous vote.

PROCLAMATIONS / SPECIAL PRESENTATIONS

Curwood Statue Donation

Owosso native Nathan Leslie was on hand to detail the journey started by his late brother Ryan to see that a statue of James Oliver Curwood be created and given to the City. He requested official permission to place a life-size bronze sculpture of James Oliver Curwood in Curwood Castle Park. The Council unanimously approved acceptance of the donation and thanked Mr. Leslie for his years of dedication seeing the endeavor through to its fruition.

Motion by Councilperson O'Leary to accept the donation of a bronze sculpture of James Oliver Curwood from Owosso natives Nathan Leslie and his late brother Ryan.

Motion supported by Councilperson Fox.

Roll Call Vote.

AYES: Councilpersons Teich, Bailey, Fox, Greenway, O'Leary, and Mayor Frederick.

NAYS: None.

ABSENT: Mayor Pro-Tem Eveleth.

Plunge for Parks Awards (This item was postponed due to scheduling conflicts.)

PUBLIC HEARINGS

Ordinance Amendment – Chapter 27, Soil Erosion and Sedimentation Control

The proposed amendment would repeal Chapter 27, Soil Erosion and Sedimentation Control, of the Code of Ordinances of the City of Owosso, in its entirety, to comply with the request of the Michigan Department of Environmental Quality.

A public hearing was conducted to receive citizen comment regarding the proposed repeal.

There were no citizen comments regarding the proposed repeal received prior to, or during the meeting.

Whereas, the Council, after due and legal notice, has met and there being no one to be heard, motion by Councilperson Teich that the following ordinance be adopted:

ORDINANCE NO. 777

AN ORDINANCE TO REPEAL CHAPTER 27, SOIL EROSION AND SEDIMENTATION CONTROL

WHEREAS, the city of Owosso has an ordinance designating the city of Owosso as the municipal enforcing agency responsible for the prevention of soil erosion and off-site sedimentation; and

WHEREAS, Part 91 of the Natural Resources and Environmental Protection Act (NREPA) requires municipal enforcing agencies to have certified staff to administer the program; and

WHEREAS, the City currently does not have staff certified to administer the program as a municipal enforcing agency pursuant to Part 91 of the NREPA; and

WHEREAS, the Michigan Department of Environmental Quality is requiring the City repeal its soil erosion control ordinance until such time as qualified personnel are hired; and

WHEREAS, counties are mandated by the state to act as enforcing agencies when a municipality does not have certified personnel and Shiawassee County has agreed to assume those responsibilities within the City's jurisdiction; and

WHEREAS, the City Council held a public hearing March 21, 2016, and having heard all interested persons/there being no one to be heard.

NOW THEREFORE BE IT RESOLVED THAT THE CITY OF OWOSSO ORDAINS that Chapter 27, Soil Erosion and Sedimentation Control, of the Code of Ordinances of the City of Owosso, Michigan be amended as follows:

SECTION 1. REPEAL. That Chapter 27, Soil Erosion and Sedimentation Control, be repealed in its entirety.

SECTION 2. EFFECTIVE DATE. This amendment shall become effective April 11, 2016.

SECTION 3. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

Motion supported by Councilperson Greenway.

Roll Call Vote.

AYES: Councilpersons Bailey, O'Leary, Greenway, Teich, Fox, and Mayor Frederick.

NAYS: None.

ABSENT: Mayor Pro-Tem Eveleth.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke, Owosso Township resident, inquired about what happened to the trees in front of City Hall noting that some folks were upset by their removal.

Eddie Urban, 601 Glenwood Avenue, said he had been investigating the dam replacements that are proposed for Corruna and Owosso. He said he had spent some time in Chesaning examining their dam replacement and felt it would be a good option here.

Mayor Frederick answered Mr. Manke's question saying the trees at City Hall were removed by the City's arborist because they were in severe decline. He also noted that the trees will be replaced during the City's Arbor Day activities.

Mayor Frederick went on to note how great the recent Home Expo was this year.

Councilperson Fox noted that he was at City Hall when the trees were cut down and verified they were in very poor shape and needed to be replaced.

Councilperson Bailey asked for an update on the rental inspection program next month.

Councilperson Greenway thanked Mr. Leslie for his generous donation and expressed her excitement for the addition of the sculpture to the park.

CITY MANAGER REPORT

City Manager Donald D. Crawford noted that the City's sewer lines were being televised and inspected starting today. Residents may notice the contractor's vehicles throughout town in the coming weeks. He also noted that the Michigan Municipal League will be proposing a major change in the way government is financed in Michigan after many, many years of falling revenue sharing for local governments, saying Owosso alone has lost over \$5.7 million over the ten-year period from 2002-2012.

Councilperson Bailey inquired whether the televising of the City's sewer lines would help discover illegal tie-ins. City Manager Crawford noted that it may locate some illegal tie-ins but its main purpose is to show blockages, collapses, roots, etc.

Councilperson Fox asked for an update on the Cargill project and the Lincoln School development. City Manager Crawford indicated that engineering work was beginning on the Cargill site and the developers for Lincoln School recently pulled a building permit.

CONSENT AGENDA

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

Special Assessment District No. 2016-01. Authorize Resolution No. 4 setting a public hearing for Monday, April 4, 2016 to receive citizen comment regarding Special Assessment District No. 2016-01 for Gould Street, from Main Street to Corunna Avenue for resurfacing as follows:

RESOLUTION NO. 23-2016

SETTING A PUBLIC HEARING TO RECEIVE COMMENT REGARDING SPECIAL ASSESSMENT DISTRICT NO. 2016-01 GOULD STREET, PUBLIC STREET, FROM CORUNNA AVENUE TO MAIN STREET

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the cost of the public improvements more particularly hereinafter described to the properties specially benefited by said public improvement, and the same has been presented to the Council by the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet at the Owosso City Hall, Owosso, Michigan at 7:30 o'clock p.m., on Monday, April 4, 2016 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same.
3. The City Clerk is directed to publish the notice of said hearings once in the *Argus Press*, the official newspaper of the City of Owosso, not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the City Assessor's office as shown on the general tax rolls of the City, at least ten (10) days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
4. The notice of said hearing to be published and mailed shall be in substantially the following form:

NOTICE OF HEARING TO REVIEW SPECIAL ASSESSMENT ROLL CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

Gould Street, Public Street, from Corunna Avenue to Main Street

TAKE NOTICE that a Special Assessment roll has been prepared for the purpose of defraying the Special Assessment district's share of the cost of the following described improvements:

Street Resurfacing

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

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

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall, Owosso, Michigan at 7:30 p.m. on Monday, April 4, 2016 for the purpose of reviewing said special assessment roll and for the purpose of considering all objections to said roll submitted in writing.

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

Name	Board/Commission	Term Expires
Craig Weaver*	Planning Commission	06-30-2019
Kent Telesz*	Zoning Board of Appeals	06-30-2019
Jon Moore	DDA / Main Street Board – filling unexpired term of A. Kraus	06-30-2016
Jon Moore	DDA / Main Street Board	06-30-2019
Dianne Acton	Downtown Historic District Commission - filling unexpired term of J. Eaton	06-30-2016
Dianne Acton	Downtown Historic District Commission	06-30-2019

Curwood Festival Permission. Consider approval of the application from the Curwood Festival for use of various parking lots and streets from June 1, 2016 through June 6, 2016 for conduct of the annual Curwood Festival and authorize Traffic Control Order No. 1348 formalizing the action.

Warrant No. 520. Authorize Warrant No. 520 as follows:

Vendor	Description	Fund	Amount
William C. Brown, P.C.	Professional Services- February, 9, 2016 – March 14, 2016	General	\$ 10,149.36
Logicalis, Inc.	Networking engineering- February 2016	General	\$ 6,272.00

Free Food Distribution Permission. (This item was added to the agenda.) Approve the application from First United Methodist Church for use of a portion of Comstock Parking Lot on May 21, 2016 from 8:00am – 12:00pm for conduct of a free food distribution, waive the insurance requirement, and authorize Traffic Control Order No. 1349 formalizing the action.

Motion supported by Councilperson Bailey.

Roll Call Vote.

AYES: Councilpersons O'Leary, Teich, Fox, Greenway, Bailey, and Mayor Frederick.

NAYS: None.

ABSENT: Mayor Pro-Tem Eveleth.

ITEMS OF BUSINESS

Amend Resolution No. 20-2016 – Osburn Lakes Subdivision Lot Prices

Motion by Councilperson Fox to approve amendment of Resolution No. 20-2016 originally approved March 7, 2016 to remove the SECOND resolved phrase from the resolution as it could be potentially misleading statement regarding the conditions of sale and ownership for lots in the Osburn Lakes Subdivision as follows:

AMENDED RESOLUTION NO. 20-2016

RESOLUTION ADJUSTING SALE PRICES FOR SMALLER FRONT LOTS IN THE OSBURN LAKES SUBDIVISION

WHEREAS, the city of Owosso, Shiawassee County, Michigan, previously determined that it was advisable, necessary and in the public interest to develop the Osburn Lakes Subdivision; and

WHEREAS, the city of Owosso retains ownership of 25 lots which the city intends to sell; and

WHEREAS, the development agreement provided a price schedule designed to allow the city to recoup development costs and other provisions pertaining to the sale of each lot; and

WHEREAS, the prices established for smaller lots abutting Gould Street are no longer reasonable in today's market following the real estate market collapse, a new schedule has been proposed;

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 establish the sale price of lots in the Osburn Lakes Subdivision as follows:

Area	Description	Lots	Previous Price	New Price*
A-1	Lots abutting Gould Street	5	\$10,040	\$7,500
A-2	60 foot frontage lots with 120-130' depth	3	\$10,040	\$10,040
B-1	Small corner lots and 68 and 69	1	\$10,525	\$10,525
D	Walk-out lots/small lots	3	\$15,600	\$15,600
E	Walk-out large privacy lots	4	\$15,980	\$15,980
F	Large basement window	7	\$16,500	\$16,500
G	Walk-out large lots	2	\$17,530	\$17,530

*if sidewalks were installed prior to sale the cost of installation will be added to the price of the lot.

~~SECOND: the city of Owosso will maintain all other sale conditions including but not limited to those requiring that construction begin within one year and that lots shall not be combined.~~

Motion supported by Councilperson Bailey.

Roll Call Vote.

AYES: Councilpersons O'Leary, Greenway, Bailey, Fox, Teich, and Mayor Frederick.

NAYS: None.

ABSENT: Mayor Pro-Tem Eveleth.

Revised MDOT Cost Agreement - North Street Road Improvements

(This item was postponed from the March 7, 2016 meeting for revision.)

City Manager Crawford indicated the bid for this project came in significantly higher than the estimate and despite the fact that various parties, such as the Road Commission and the Drain Commission, have offered to contribute toward the project the pledged amounts do not begin to cover the increase in the price. City Manager Crawford advised that the City could not afford to do the project at this time and the application for grant funding should be withdrawn and reapply for funds at a later date when the funding situation improves.

The Council discussed whether the City could be held liable if the road deteriorates further and there is an accident. They also discussed the fact that things tend to get more expensive when they are put off and why the bids came in so much higher than the estimate. Mayor Frederick expressed his desire to see the project done now.

Motion by Councilperson Teich to authorize execution of a Cost Agreement with MDOT for road improvements on North Street over Corlett Creek and further authorize the use of Reserve Funds to cover the City's portion of the project as follows:

RESOLUTION NO. 24-2016

**RESOLUTION AUTHORIZING EXECUTION OF MDOT COST AGREEMENT FOR
ROAD IMPROVEMENTS ON NORTH STREET OVER CORLETT CREEK**

WHEREAS, North Street over Corlett Creek, between Center and Chipman Streets is a part of the City's local classified street system; and

WHEREAS, the City is required to provide a safe and expedient road system for users which requires proper maintenance of the roadway; and

WHEREAS, this maintenance is costly and requires additional sources of funds beyond the state of Michigan's regular allocation of Public Act 51 funds; and

WHEREAS, the City has applied for, and is now approved to receive, Federal Highway Safety Improvement Program Funds to assist in road improvements of this road; and

WHEREAS, after review, city staff recommends approval of MDOT Cost Agreement No. 16-5000 for the proposed hot mix asphalt paving work along West North Street from the east of Center Street to the east of Corlett Creek; including road widening and realignment, guardrail and slope improvement work; and altogether with necessary related work (also referred to as 'project'); and

WHEREAS, the Michigan Department of Transportation requires the City of Owosso adopt a resolution indicating its willingness to participate in the road improvements of North Street as set forth in the agreement.

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 approve MDOT Contract No. 16-5000 for the proposed road improvement of North Street over Corlett Creek, between Center Street and Chipman Street.
- SECOND: That the City of Owosso is willing to participate in the project and the associated costs as illustrated within said contract.
- THIRD: That the Mayor and City Clerk are hereby authorized to sign the Agreement as attached.
- FOURTH: The accounts payable department is authorized to pay Malley Construction, Inc. for work satisfactorily completed on the project up to the bid amount.
- FIFTH: The City Council hereby directs staff to allocate \$351,965.00 from the 2010 Unlimited Obligation Bond Proceeds fund and other funds as appropriate, including the use of Reserve Funds, and directs the City Manager to proceed with the project, in accordance with the contract.

Motion supported by Councilperson Fox.

Roll Call Vote.

AYES: Councilpersons Fox, O'Leary, Teich, Bailey, Greenway, and Mayor Frederick.

NAYS: None.

ABSENT: Mayor Pro-Tem Eveleth.

Grant Application – Skate Park (This item was removed from the agenda.)

Grant Application – Curwood Castle Park

Assistant City Manager Susan K. Montenegro briefly detailed the grant application, highlighting the proposed improvements to Curwood Castle Park.

Motion by Councilperson Fox to authorize application for a DNR Recreation Passport Grant for improvements to Curwood Castle Park as follows:

RESOLUTION NO. 25-2016

SEEKING A RECREATION PASSPORT GRANT RESOLUTION THROUGH MICHIGAN DEPARTMENT OF NATURAL RESOURCES

WHEREAS, Curwood Castle Park is noted as an historic attraction and destination point within the city of Owosso; and

WHEREAS, the park infrastructure is exceeding its useful life, and regular maintenance cannot effectively address some of the shortcomings; and

WHEREAS, the city of Owosso and its partners intend to rehabilitate the existing facilities, increase accessibility and enhance the natural features; and

WHEREAS, the city of Owosso and the Owosso Historic Commission are publicly and financially committed to carrying out the improvements in Curwood Castle Park; and

WHEREAS, the State of Michigan Department of Natural Resources is accepting Recreation Passport Grant applications for up to \$45,000 towards new or rehabilitated facilities for the purpose of "providing public outdoor recreation opportunities and infrastructure to support public outdoor recreation activity";

NOW, THEREFORE, BE IT RESOLVED that the city of Owosso city council commits to funding the capital rehabilitation funding proposal below and further directs staff to complete and submit an application for the Recreation Passport Grant Program through the Michigan Department of Natural Resources (MDNR).

Curwood Castle Park Renovation	
Contributor	Contribution
Contributions to move Curwood Cabin to Curwood Castle Park	\$8,000
City Contribution	\$10,000
City In-Kind	\$5,000
Total Local Match	\$23,000
Grant Request	\$45,000
Total Grant Project	\$68,000

Motion supported by Councilperson Greenway.

Roll Call Vote.

AYES: Councilpersons Teich, Bailey, Greenway, Fox, O'Leary, and Mayor Frederick.

NAYS: None.

ABSENT: Mayor Pro-Tem Eveleth.

Shiawassee River Trail – Intergovernmental Maintenance Agreement

City Manager Crawford explained that this agreement will formalize maintenance of the trail as well as offer the opportunity to apply for future grant funding. He went on to say that he hoped someday the trail organization could be spun off as a self-sustaining entity.

There was a brief discussion regarding how the trail is maintained now and what would happen if one or more of the municipalities involved backed out of the agreement.

Motion by Councilperson Fox to authorize execution of an intergovernmental agreement between Caledonia Charter Township, the City of Corunna, the Shiawassee Airport Board, and the City of Owosso governing the joint maintenance and improvement of the Shiawassee River Trail as follows:

RESOLUTION NO. 26-2016

RESOLUTION OF THE CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN, APPROVING INTERGOVERNMENTAL AGREEMENT FOR THE JOINT MANAGEMENT OF THE SHIAWASSEE RIVER TRAIL

WHEREAS, by the authority granted by the *Intergovernmental Contracts Between Municipal Corporations Act 35 of 1951* Shiawassee County and local governments may enter cooperative Agreements for the performance of any or all functions and activities that parties to the Agreement have authority to do including applying for and receiving grants, gifts and contributions; and

WHEREAS, the Shiawassee River Trail runs from McCurdy Park in Corunna to Williams Street in Owosso, moving through three different municipalities along the way; and

WHEREAS, it is the desire of the County and the local governments to promote and maintain the Trail as a whole unit from McCurdy Park in Corunna to Williams Street in Owosso; and

WHEREAS, effective, consistent management to promote, maintain and develop the Trail, including the James S. Miner River Trail in the City of Owosso, requires the coordinated participation, operation, and financial support of the County, and the Local Governments; and

WHEREAS, grant dollars are available for trail development; and

WHEREAS, the County and the Local Governments, hereinafter referred to collectively as the "Parties," desire that an Intergovernmental Agreement be entered into to provide for the promotion and maintenance of the Trail.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Owosso as follows:

FIRST: The City Council hereby authorizes and directs the mayor to execute, on behalf of the City, an intergovernmental agreement between the entities that execute now or in the future the Intergovernmental Agreement for the Joint Management of the Trail.

SECOND: The City Council authorizes a payment of \$6,750 as the city's share for 2.25 miles of the Trail within 30 days to the city of Corunna as fiduciary.

Motion supported by Councilperson Bailey.

Roll Call Vote.

AYES: Councilpersons O'Leary, Fox, Greenway, Teich, Bailey, and Mayor Frederick.

NAYS: None.

ABSENT: Mayor Pro-Tem Eveleth.

Change in Regular Meeting Time

Motion by Councilperson O'Leary to change the meeting time for regular meetings of the City Council from 7:30 p.m. to 6:30 p.m.

Councilperson Fox indicated he would be unable to make a 6:30 meeting this summer due to a prior commitment.

Mayor Frederick expressed his feeling that a change in the meeting time should be unanimous among Council members and Councilperson Fox's scheduling issue rendered the question moot in his eyes.

Councilperson O'Leary withdrew his motion.

Authorization for Executive Session

Motion by Councilperson Bailey to authorize holding executive session after the last session of Citizen Comments & Questions for the purpose of discussing a written opinion of the City Attorney.

Motion supported by Councilperson O'Leary.

Roll Call Vote.

AYES: Councilpersons Greenway, O'Leary, Fox, Bailey, Teich, and Mayor Frederick.

NAYS: None.

ABSENT: Mayor Pro-Tem Eveleth.

COMMUNICATIONS

Building Official. February 2016 Building Department Report.

Building Official. February 2016 Code Violations Report.

Kevin D. Lenkart, Public Safety Director. February 2016 Police Report.

Kevin D. Lenkart, Public Safety Director. February 2016 Fire Report.

Planning Commission. Minutes of February 2, 2016.

Historical Commission. Minutes of February 8, 2016.

Downtown Historic District Commission. Minutes of February 17, 2016.

Retirement Board. Minutes of February 24, 2016.

Councilperson Teich sought clarification on a couple of issues that were discussed in his absence during the March 7th meeting.

Councilperson Fox noted an error in a portion of the police report. Staff indicated a replacement would be sent to Council.

CITIZEN COMMENTS AND QUESTIONS

Rick Wheeler, local representative for Mr. Leslie, asked if the City had plans to install lighting for the sculpture. He also mentioned the fact that the sculpture was being donated at no cost to the community. He said he had heard rumors that some members of the public think the City is paying for the statue and wanted to make it clear that there will be no cost to the City.

Eddie Urban, 601 Glenwood Avenue, seconded the Mayor's comments regarding the Home Expo. He also said that he really liked the pictures of the Curwood sculpture.

Council thanked Mr. Leslie once again for his generous donation to the City.

Councilperson Fox inquired about the assisted listening equipment for the Council Chamber. It was noted staff was in contact with the person that installed the new sound system equipment.

Motion by Councilperson Bailey for a brief recess and adjournment to Executive Session upon return.

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

ADJOURNED TO EXECUTIVE SESSION AT 9:05 P.M.

RETURNED FROM EXECUTIVE SESSION AT 9:39 P.M.

Approval of Executive Session Minutes of October 19, 2015

Motion by Councilperson Teich to approve the Minutes of the Executive Session held October 19, 2015 as presented.

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

NEXT MEETING

Monday, April 04, 2016

BOARDS AND COMMISSIONS OPENINGS

Board of Review – term expires December 31, 2020
Building Board of Appeals – Alternate - term expires June 30, 2018

ADJOURNMENT

Motion by Councilperson Teich for adjournment at 9:40 p.m.

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

Benjamin R. Frederick, Mayor

Amy K. Kirkland, City Clerk



MEMORANDUM

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

DATE: April 4, 2016

TO: Owosso City Council

FROM: Mark Sedlak, Director of Public Services

SUBJECT: Resolution No. 5 confirming Special Assessment Roll for Gould Street Resurfacing

RECOMMENDATION: City staff recommends acceptance of Resolution No. 5 which approves and confirms the Special Assessment Roll for the Gould Street Resurfacing Project.

BACKGROUND:

We have reached the final stage of the special assessment process and are ready to act upon final Resolution No. 5 for:

Special Assessment District No. 2016-01 Gould Street from Corunna Avenue to Main Street

This stage involves holding a public hearing for each project to hear any objections as to whether the assessments are spread fairly and equitably. All affected property owners have been notified of the hearing and advertisement has been placed in the newspaper as well.

Upon the conclusion of each hearing Council will be asked to make a decision as to whether the assessments fit the benefits for that particular district. Council may approve the district as proposed or approve the district with changes to the assessments, keeping in mind the end result must be fair and equitable to all parcels that are a part of the district.

FISCAL IMPACTS:

Special assessments will help fund these improvements.

Gould Street Resurfacing
Special Assessment Roll District No. 2016-01

Parcel #	PROPERTY ADDRESS	OWNER'S NAME	FINAL TOTAL		FINAL ASSESSMENT	ESTIMATED ASSESSMENT
			COST	LOCAL SHARE		
050-010-034-004-00	1011 CORUNNA AV	APPLEBEE OIL COMPANY	18,750.67	8,132.84	\$ 4,066.42	\$ 2,770.59
050-010-034-006-00	720 WRIGHT AV	IDLE, JANE J LIVING TRUST	3,539.15	1,535.06	\$ 767.53	\$ 522.94
050-010-034-007-00	716 WRIGHT AV	CERVENY, SCOTT D.	6,737.99	2,922.51	\$ 1,461.25	\$ 995.60
050-010-034-008-00	712 WRIGHT AV	CROOKS, KATHRYN A	8,983.98	3,896.68	\$ 1,948.34	\$ 1,327.47
050-010-034-009-00	710 WRIGHT AV	CHRENKA, MARGARET	4,491.99	1,948.34	\$ 974.17	\$ 663.73
050-010-034-010-00	708 WRIGHT AV	PATTIROCK, PRINCESS/STARDJ	6,737.99	2,922.51	\$ 1,461.25	\$ 995.60
050-010-034-025-00	703 S GOULD ST VL	MICHAEL CLINE	8,983.98	3,896.68	\$ 1,948.34	\$ 1,327.47
050-010-034-026-00	600 WRIGHT AV	CITY OF OWOSSO	41,571.35	18,030.99	\$ 9,015.50	\$ 6,142.56
050-010-035-001-00	OAKWOOD AV	FISHER'S CHIPPEWA REDI-MIX,	19,737.54	8,560.88	\$ 4,280.44	\$ 2,916.41
050-010-035-002-00	S GOULD ST	CITY OF OWOSSO	26,543.59	11,512.91	\$ 5,756.46	\$ 3,922.07
050-010-036-001-00	1111 ALLENDALE AV	CITY OF OWOSSO	26,033.14	11,291.51	\$ 5,645.76	\$ 3,846.64
050-542-000-001-00	S GOULD ST & JEROME	CITY OF OWOSSO	76,227.75	33,062.72	\$ 16,531.36	\$ 11,263.37
050-580-000-075-00	910 E MAIN ST	SOUTHWIND RESTAURANT, LLC	16,606.76	7,202.95	\$ 3,601.48	\$ 2,453.81
050-580-000-076-00	841 E COMSTOCK ST	FLANAGAN, PATRICIA J./TARA FI	14,394.79	6,243.54	\$ 3,121.77	\$ 2,126.97
050-580-000-103-00	842 E COMSTOCK ST	HILLIKER, EDWARD & LINDA	13,475.98	5,845.02	\$ 2,922.51	\$ 1,991.20
050-580-000-104-00	835 GROVER ST	HEIER, BOBBIE SUE	12,404.71	5,380.37	\$ 2,690.18	\$ 1,832.91
050-580-000-123-00	838 GROVER ST	BEAMISH, MR. & MRS. EDWARD	13,475.98	5,845.02	\$ 2,922.51	\$ 1,991.20
050-580-000-124-00	935 JEROME AV	LOUCHART, DALE & MICHELE	7,157.24	3,104.35	\$ 1,552.18	\$ 1,057.55
050-580-000-140-00	930 JEROME AV	SOUTHWIND RESTAURANTS, LL	20,037.01	8,690.77	\$ 4,345.39	\$ 2,960.66
050-580-000-141-00	525 OAKWOOD AV	CITY OF OWOSSO	49,003.55	21,254.61	\$ 10,627.30	\$ 7,240.74
050-580-000-142-00	S GOULD ST	CITY OF OWOSSO	12,523.13	5,431.73	\$ 2,715.87	\$ 1,850.41
050-710-001-013-00	599 OAKWOOD AV	FISHER'S REDI-MIX, INC.	72,144.12	31,291.51	\$ 15,645.75	\$ 10,659.98
050-710-001-014-00	OAKWOOD AV	GREAT LAKES CENTRAL RAILRC	21,779.36	9,446.49	\$ 4,723.25	\$ 3,218.11
N/A	N/A	CALEDONIA TWP	120,276.50	52,168.26	\$ 52,168.26	\$ 35,543.99
050-010-034-027-00	616 WRIGHT AVE	MICHAEL CLINE	N/A	N/A	\$ 4,870.80	N/A

RESOLUTION NO.

**DISTRICT NO. 2016-01
GOULD STREET FROM CORUNNA AVENUE TO MAIN STREET
SPECIAL ASSESSMENT RESOLUTION NO. 5**

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

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor in the amount of \$51,761.19 is hereby confirmed and shall be known as Special Assessment Roll No. 2016-01.
2. Said special assessment roll shall be divided into ten installments, the first of which shall be due and payable on December 1, 2016, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by December 1, 2016.
3. The installments of the special assessment rolls shall bear interest at the rate of 6% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2016 and shall be paid annually on each installment due date.
4. Said special assessment roll shall be placed on file in the office of the City Clerk who shall attach her warrant to a certified copy thereof within ten (10) days commanding the Assessor to spread the various sums shown thereon as directed by the City Council.



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

MEMORANDUM

DATE: March 29, 2016

TO: Mayor Benjamin Frederick, City Council, and Manager Don Crawford

FROM: Larry Cook, Assessor

RE: Obsolete Property Rehabilitation District – 300 W. Main Street

The city clerk received a request from Randy Woodworth of Owosso REO, LLC, owners of 300 W. Main Street, to establish a Obsolete Property Rehabilitation District. An application for tax abatement under the city's policy was also filed. The project proposes to completely renovate the building to create a riverside restaurant/pub in the west section and multi-level mixed use in the east section. The creation of this district would further allow application for an Obsolete Property Rehabilitation Exemption Certificate for improvements and restoration to that property.

The description of the district being requested is:

PART OF ORIGINAL PLAT DESCRIBED AS; SOUTH 1/2 BLOCK 24 & SOUTH 10' OF NORTH 1/2 BLOCK 24, ALSO ADJACENT RESERVE 1, LYING BETWEEN EAST BANK OF SHIAWASSEE RIVER AND SAID DESCRIPTION

Within the Obsolete Property Rehabilitation Act (OPRA) rehabilitation is defined as:

.....changes to obsolete commercial property as may be required to restore the property to an economically efficient condition. Rehabilitation includes major renovation and modification including but not necessarily limited to, improvement to floors, correction of deficient or excessive height, new or improved building equipment such as heating ventilation and lighting, improved roof structures and cover, improved wall placement, improved exterior and interior appearance of buildings and other physical changes.

For a rehab facility, the OPRA freezes the taxable value of the building at its value prior to the

rehab, and the frozen value and the rehab values are taxed at an adjusted tax rate. Land and personal property cannot be abated under this act and the exemption certificate cannot exceed 12 years. If a certificate is approved by the local unit, the State Tax Commission has 60 days to approve or disapprove the application.

The qualifications for an Obsolete Property Rehabilitation District for this property are found in 125.2783 Section 3, (1), of the Obsolete Property Rehabilitation Act as follows:

- (1) A local governmental unit, by resolution of its legislative body, may establish a commercial redevelopment district, which may consist of 1 or more parcels or tracts of land or a portion thereof, if at the time of adoption of the resolution the property within the district is any of the following:
 - (a) Obsolete property in an area characterized by obsolete commercial property or commercial housing property.
 - (b) Commercial property that is obsolete property that was owned by a qualified local governmental unit on the effective date of this act, and subsequently conveyed to a private owner.

The following excerpts from STC Bulletin No. 9 of 2000 may help guide and define these requirements.

"Obsolete property" means commercial property or commercial housing property, that is 1 or more of the following:

(i) "Blighted property". Blighted property means property that meets 1 or more of the following criteria:

- (i) Has been declared a nuisance in accordance with a local housing, building, plumbing, fire, or other related code or ordinance.
- (ii) Is an attractive nuisance to children because of physical condition, use, or occupancy.
- (iii) Is a fire hazard or is otherwise dangerous to the safety of persons or property.
- (iv) Has had the utilities, plumbing, heating, or sewerage permanently disconnected, destroyed, removed, or rendered ineffective so that the property is unfit for its intended use.
- (v) Is tax reverted property owned by a qualified local governmental unit, by a county, or by this state. The sale, lease, or transfer of tax reverted property by a qualified local governmental unit, county, or this state after the property's inclusion in a brownfield plan shall not result in the loss to the property of the status as blighted property for purposes of PA 145 of 2000. (See MCL 125.2652)

(ii) A facility as that term is defined below:

"Facility" as defined in PA 451 of 1994 means any area, place, or property where a hazardous substance in excess of the concentrations which satisfy the requirements of section 20120a(1)(a) or (17) or the cleanup criteria for unrestricted residential use under part 213 has been released, deposited, disposed of, or otherwise comes to be located. Facility does not include any area, place, or property at which response activities have been completed which satisfy the cleanup criteria for the residential category provided for in section 20120a(1)(a) and (17) or at which corrective action has been completed under part 213 which satisfies the cleanup criteria for unrestricted residential use. (See MCL 324.20101)

(iii) Functionally obsolete.

"Functionally obsolete" means that the property is unable to be used to adequately perform the function for which it was intended due to a substantial loss in value resulting from factors such as overcapacity, changes in technology, deficiencies or superadequacies in design, or other similar factors that affect the property itself or the property's relationship with other surrounding property. (See MCL 125.2652)

Note: The STC offers the following as examples of functional obsolescence:

- 1) A floor plan which is inappropriate for the highest and best use of the property.
- 2) A heating system which is inadequate for the highest and best use of the property.
- 3) Excessively high or low ceilings for the highest and best use of the property.
- 4) Partition walls which restrict the highest and best use of the property.
- 5) Mechanical systems (e.g. electrical, plumbing, etc) which are inadequate for the highest and best use of the property.

If council determines this district meets the requirements of the act and is found to be beneficial to the city, a public hearing must be set in accordance with laws of the State of Michigan and the open meetings act and notification by certified mail to the owner(s) of property within the proposed district.

Attached is a map of the proposed district along with a copy of the application for the Obsolete Property Rehabilitation Exemption. .

If there are any questions, please feel free to contact me at (989) 725-0530.

RESOLUTION SETTING PUBLIC HEARING TO CONSIDER ESTABLISHING A
OBSOLETE PROPERTY REHABILITATION DISTRICT DESCRIBED AS:
PART OF ORIGINAL PLAT DESCRIBED AS; SOUTH 1/2 BLOCK 24 & SOUTH 10' OF NORTH 1/2
BLOCK 24, ALSO ADJACENT RESERVE 1, LYING BETWEEN EAST BANK OF SHIAWASSEE
RIVER AND SAID DESCRIPTION – 300 W. MAIN STREET

WHEREAS, request was received March 11, 2016 along with an Application for Tax Abatement from Randy Woodworth of REO Group, LLC, to create an Obsolete Property Rehabilitation District, described as:

PART OF ORIGINAL PLAT DESCRIBED AS; SOUTH 1/2 BLOCK 24 & SOUTH 10' OF NORTH 1/2 BLOCK 24, ALSO ADJACENT RESERVE 1, LYING BETWEEN EAST BANK OF SHIAWASSEE RIVER AND SAID DESCRIPTION; and

WHEREAS, the Obsolete Property Rehabilitation Act, Act 146 of 2000, is available to the city of Owosso; and

WHEREAS, the act permits the city of Owosso to establish a Obsolete Property Rehabilitation District; and

WHEREAS, a Obsolete Property Rehabilitation District may consist of one or more parcels of land; and

WHEREAS, it must be determined that the district must consist of obsolete commercial property or commercial housing property as defined in 125.2782, Section 2 (h) of Act 146 of 2000; and

WHEREAS, it must be determined that establishing the district would be beneficial to the city of Owosso, as well as local and regional economy;

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

FIRST: the Owosso City Council sets public hearing for April 18, 2016 on or about 7:30 p.m. in the council chambers for the purpose of hearing comments from those within the proposed district, and any other resident or taxpayer, of the city of Owosso; and

SECOND: the city clerk gives the notifications as required by law; and

THIRD: the city staff is directed to investigate and determine if the qualifications of the act are satisfied and report findings at the hearing.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN THIS 4th DAY OF APRIL, 2016.

AYES: ___ NAYS: ___ ABSTAIN:___ ABSENT: ___

ATTESTED:

REO set hearing 4-4-16



MEMORANDUM

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

DATE: April, 4, 2016

TO: Owosso City Council

FROM: Mark A. Sedlak, Director of Public Services

SUBJECT: 2016 Spring Tree Purchase

RECOMMENDATION:

I recommend City Council award the 2016 Spring Tree Purchase bid to Schichtel's Nursery, Inc. who was the low bidder, and approve payment up to \$5,500.

BACKGROUND:

On Tuesday, March 22, 2016, the city received bids from two (2) companies for seventy-five (75) trees for the 2016 Spring Tree Purchase Program. Schichtel's Nursery submitted the lowest bid for (25) Cleveland Select Pear trees at \$76.00 each, (25) Crimson King trees at \$68.00 each and (25) Bowhall Maples, at \$76.00 each, for a total of \$5,500.00.

FISCAL IMPACTS:

The above expenses shall be paid from the Local and Major Tree Planting Funds.

CITY OF OWOSSO BID TABULATION SHEET

DATE 3/22/2016
DEPT. DPW

SUBJECT: SPRING 2016 TREE PURCHASE

				SCHICHTEL'S NURSERY		SITEONE LANDSCAPES			
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	CLEVELAND SELECT	25	EA	\$ 76.00	\$ 1,900.00	\$ 105.00	\$ 2,625.00		\$ -
2	CRIMSON KING	25	EA	\$ 68.00	\$ 1,700.00	\$ 105.00	\$ 2,625.00		\$ -
3	BOWHALL MAPLE	25	EA	\$ 76.00	\$ 1,900.00	\$ 115.00	\$ 2,875.00		\$ -
						ACER AUTUMN BLAZE MAPLE SUBSTITUTED FOR BOWHALL MAPLE			
						OTHER EXCEPTIONS ALSO LISTED			
TOTAL BID				\$	5,500.00	\$	8,125.00	\$	-

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

DEPT.
HEAD: _____

PURCH.
AGENT: _____

STAFF
REC.: _____

GENERAL LIABILITY INSURANCE
EXPIRATION DATE: _____

WORKERS COMPENSATION INSURANCE
EXPIRATION DATE: _____

SOLE PROPRIETORSHIP
EXPIRATION DATE: _____

AWARDED: _____

COUNCIL
APPROVED: _____

PO NUMBER: _____

SUBJECT: SPRING 2016 TREE PURCHASE

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	CLEVELAND SELECT	25	EA		\$ -		\$ -		\$ -
2	CRIMSON KING	25	EA		\$ -		\$ -		\$ -
3	BOWHALL MAPLE	25	EA		\$ -		\$ -		\$ -
TOTAL BID					\$ -		\$ -		\$ -

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

SUBJECT: SPRING 2016 TREE PURCHASE

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	CLEVELAND SELECT	25	EA		\$ -		\$ -		\$ -
2	CRIMSON KING	25	EA		\$ -		\$ -		\$ -
3	BOWHALL MAPLE	25	EA		\$ -		\$ -		\$ -
TOTAL BID					\$ -		\$ -		\$ -

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF A PURCHASE ORDER FOR THE
SPRING 2016 TREE PURCHASE PROGRAM
WITH SCHICHTEL'S NURSERY INC.**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, will be planting 75 trees this spring as part of the SPRING 2016 TREE PURCHASE PROGRAM; and

WHEREAS, the city sought bids for (25) Cleveland Select Pear, (25) Crimson King and (25) Bowhall Maples. Two bids were received: Siteone Landscapes for \$8,125.00 and Schichtel's Nursery Inc. for \$5,500.00; and

WHEREAS, it is hereby determined that Schichtel's Nursery Inc. has submitted the lowest responsible and responsive bid.

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to award the SPRING 2016 TREE PURCHASE bid to Schichtel's Nursery for \$5,500.00 for the purchase of 75 trees for spring planting.
- SECOND: The contract between the City and Schichtel's Nursery Inc. be in the form of a City Purchase Order for the amount of \$5,500.00.
- THIRD: The accounts payable department is authorized to pay Schichtel's Nursery Inc. up to the purchase order amount upon satisfactory delivery.
- FOURTH: The above expenses shall be paid from Local and Major Street Tree Planting Fund.



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

MEMORANDUM

DATE: March 28, 2016
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order # 1350

Josh Adams has requested a street closure for the “Flea Market on the Street”.

N. Washington St. from Main St., north to Exchange Street

DATES: 4/10/16, 5/8/16, 6/12/16, 7/10/16, 8/14/16

TIME: 7:30 am – 2:15 pm

The Public Safety Department has issued Traffic Control Order No# 1350 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action.



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 Main Street Date: 3/28/16

Primary Contact Person

Name:

Josh Adams

Title:

Main Street Manager

Address:

301 W. Main St.

Owosso, MI 48867

Phone:

989. 277.1553

Requested Date(s): 4/10; 5/8; 6/12; 7/10; 8/14 Requested Hours: 7:30am - 2:15pm

Area Requested (Parking Lot - Parade Route): N. Washington Street from Main St,
north to Exchange Street

Detailed description of the use for which the request is made: "Flea Market on the
Street"

- ☐ 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
WCIA - Chairperson

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.

DATE

TIME

1350

3/28/16

4:10 pm

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Street Closure

LOCATION OF CONTROL

N. Washington Street from Main Street, north to Exchange Street

EVENT:

Flea Market on the Street

4/10/16, 5/8/16, 6/12/16, 7/10/16, 8/14/16

7:30 am - 2:15 pm

APPROVED BY COUNCIL

_____, 20 ____

REMARKS



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

MEMORANDUM

DATE: March 28, 2016
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order # 1351

Tracy Peltier, Market Master, has requested a street closure for the “Downtown Owosso Farmer’s Market”.

Exchange Street from Water Street, east to Washington Street
DATES: Every Saturday from 5/7/16 to 10/29/16
TIME: 7:00 am to 1:45 pm

Farmers Market will be open from 7:00 am to 4:00 pm on 6/4/16 (Curwood)

The Public Safety Department has issued Traffic Control Order No# 1351 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action.



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: Downtown Owosso Farmers Market Date: 3/28/16

Primary Contact Person

Name: Tracy Pettier

Title: Market Master

Address: Exchange Street
Owosso, MI 48867

Phone: 989. 413. 3728

Requested Date(s): Every Saturday from 5/7 to 10/29 Requested Hours: 7am to 1:15pm + 6/4 = 7am to 4pm *Curwood*

Area Requested (Parking Lot - Parade Route): Exchange Street from Water St. east to Washington St.

Detailed description of the use for which the request is made: Downtown Owosso Farmers Market

- ☐ 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
WCIA - Chairperson

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.

DATE

TIME

1351

3/28/16

4:10 pm

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Street Closure

LOCATION OF CONTROL

Exchange Street from Water Street, east to Washington Street

EVENT:

Downtown Owosso Farmers Market

Every Saturday from 5/7/16 to 10/29/16

7:00 am to 1:15 pm

6/4/16 hours will be 7:00 am to 4:00 pm (Curwood)

APPROVED BY COUNCIL

_____, 20 ____

REMARKS



MEMORANDUM

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

DATE: March 31, 2016

TO: City Council

FROM: Glenn M. Chinavare, Utility Director

SUBJECT: Consumers Energy Alternate Electric Distribution Service at Wastewater Treatment Plant

RECOMMENDATION:

Authorization to amend the Agreement between the City of Owosso and Consumers Energy Company, as Amendment No.1, for the Provision of an Alternate Electric Distribution Service at the Wastewater Treatment Facility.

BACKGROUND:

The Wastewater Treatment Plant currently has a split bus configuration (dual source electrical supply) from Consumers Energy. When one of the two power sources drops off line, the automatic switch gear engages the second source to continue with electrical power to the facilities. Under the current Agreement, personnel at the Treatment Works must contact Consumers Energy to request permission to return Plant power to the original split bus source, once that source outage has restored power to it.

Consumers Energy has now agreed to allow return transfers to the original split bus configuration, (without contacting Consumers Energy) when the source experiencing an outage has been restored to service, and a 30 minute time delay has elapsed. This decision was made by Consumers Energy after reviewing electrical drawings at the Plant (provided by contract service electrician Power-Tech), and becoming comfortable that this Amendment protocol would not endanger equipment or add to further interruption of service to other customers.

The transfer of power back to the original bus is completed automatically from the Switch Gear Panel. The 30 minute delay required after power is restored, is programmed in to the Panel.

FISCAL IMPACTS:

None.

Document originated by:

Glenn M. Chinavare, Utility Director

Attachment: (1) Resolution No. 61-2014
(2) Proposed Amendment No.1 to the Agreement

**AMENDMENT NO. 1 TO THE
AGREEMENT FOR THE PROVISION OF ALTERNATE ELECTRIC DISTRIBUTION SERVICE
CUSTOMER OWNED SECONDARY VOLTAGE SPLIT-BUS OPERATION**

This Amendment No. 1 to the Agreement for the Provision of Alternate Electric Distribution Service ("Amendment No. 1") is made and entered into as of the ____ day of _____, 2016, between CONSUMERS ENERGY COMPANY, a Michigan corporation with offices at One Energy Plaza, Jackson, Michigan 49201, herein termed "Consumers", and CITY OF OWOSSO, a Michigan municipal corporation, herein termed "City". Consumers and City are sometimes herein referred to individually as "Party" and collectively as "Parties" where appropriate.

WITNESSETH:

WHEREAS, Consumers and City entered into an Agreement for the Provision of Alternate Electric Distribution Service dated May 19, 2014 herein termed "Agreement"; and

WHEREAS, Consumers and City desire to amend the Agreement as hereinafter provided:

NOW, THEREFORE, the Parties agree as follows:

1. Delete in its entirety the following language from Part IV of the Agreement:

"Return to Normal:

- Return transfers to the original split bus configuration will be done by the Customer after the Customer calls the Business Center and verifies the source experiencing an outage has return to service and is safe to transfer. Consumers Energy has the right to delay the transfer to ensure all repairs have been made safely on the source experiencing the outage."

2. Insert the following language at the end of Part IV of the Agreement:

"Return to Normal:

- Return transfers to the original split bus configuration will be done by the Customer when the source experiencing an outage has been returned to service and a 30-minute time delay has elapsed. Under no circumstances can the two sources be paralleled together."

3. In all other respects, the Agreement is in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Amendment No. 1 as of the date first stated above.

CONSUMERS ENERGY COMPANY

CITY OF OWOSSO

By _____

By _____

Title _____

Title _____

Consumers Energy Agreement - WWTP. Approve a five year Agreement with Consumers Energy to continue the secondary Alternative Electric Distribution Service for the Wastewater Treatment Plant with an upfront cost of \$15,223.00 as follows:

RESOLUTION NO. 61-2014

**AUTHORIZING THE EXECUTION OF A CONTRACT WITH
CONSUMERS ENERGY FOR THE PROVISION OF
ALTERNATE ELECTRIC DISTRIBUTION SERVICE AT THE WASTEWATER TREATMENT PLANT**

WHEREAS, Consumers Energy requires such an agreement to maintain the dual electric services at the Owosso Mid-County Wastewater Treatment Plant; and

WHEREAS, the plant is required under state regulation to maintain an "alternate" electric source for reliability of operation.

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 and in the public interest to enter into the agreement with Consumers Energy for the "Alternate" electric service for an upcoming 5 year term at an upfront payment of \$15,233,

SECOND: The Mayor and Clerk are authorized to execute the contract for the City and payment of \$15,223 to Consumers is authorized from the Wastewater Fund.



MEMORANDUM

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

DATE: March 30, 2016

TO: City Council

FROM: City Manager

SUBJECT: Roadway and water mains for Owosso Brownfield Authority District Eight (SONOCO, Detroit Abrasives, proposed Cargill)

RECOMMENDATION: Approve and engineering contract with Orchard, Hiltz & McCliment (OHM) for water main and roadway design and construction services.

BACKGROUND: The proposed project and financing were discussed at a special city council meeting on February 16. Since that date SONOCO has agreed to terms for the road right-of-way and water main easements, these will be incorporated into an agreement. Needed for the agreement will be legal descriptions for land to be acquired and easements for water mains and temporary construction easements.

Engineering proposals were solicited with one from Rowe Professional Services Company and one from Orchard, Hiltz & McCliment, Inc. (OHM). After analyzing the proposals it has been determined that the most cost effective action is to have two contracts. The city council authorized agreements with the two firms. Rowe, however, refused to accept only a portion of the work. Therefore, it is recommended to repeal the previous approvals and replace them with this agreement covering not only the water main but the roadway work as well.

March 17, 2016

Mr. Glenn Chinavare
Public Utility Director
City of Owosso
301 W. Main Street
Owosso, MI 48867

**Re: Proposal for Design and Construction Engineering Services
Cargill Project**

Dear Mr. Chinavare:

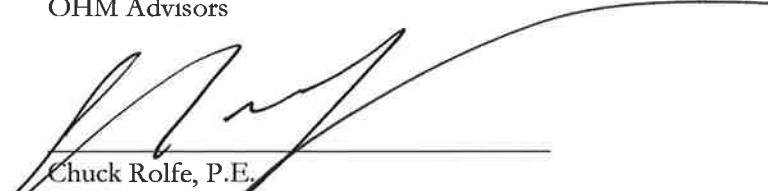
It is with great excitement that we submit our proposal to assist the City of Owosso with the Cargill Project. Owosso is a progressive community that is moving in a positive direction and we feel we can complement that momentum. Infrastructure projects promote redevelopment and improve the quality of life for the City and its customers. For these reasons we commend your organization for taking the initiative in hiring an engineering firm that can assist you in all phases of this project.

We believe the OHM Advisors team offers the best balance of experts in design and construction engineering to deliver a product that achieves your objectives.

- ▶ OHM Advisors' fifty plus years of municipal engineering experience ensures our plans and recommendations are balanced with the community's ability to provide infrastructure and community services.
- ▶ Our experience matches your needs in every category and we have the resources to meet your project timeline.

On a personal level, this project is very important to me and the OHM Advisors team. I assure you this project is of the utmost importance, and will have the attention of the best professionals at OHM Advisors. Should you have any questions, please feel free to give me a call at 989-393-4200.

Sincerely,
OHM Advisors



Chuck Rolfe, P.E.
Senior Project Manager



Work Plan CARGILL PROJECT CITY OF OWOSSO

Schedule

- ▼ The proposed schedule is targeting a March 7th award for commencement of design. We will begin design immediately to reach the following project milestones:
 - 50% plan review by April 25, 2016
 - 90% plan review by May 18, 2016
 - Submit plans for permits by May 25, 2016
 - Bid Advertisement June 15, 2016
 - Bid Opening by July 13, 2016
 - City Council award of contract to Contractor on July 18, 2016
 - Construction begins by August 1, 2016
 - Construction completed by October 31, 2016

Proposed Improvements and Project Limits

- ▼ This project involves the construction of an all season roadway (approximate distance of 1,500 feet) utilizing AASHTO, MDOT and ADA design standards.
- ▼ Proposed roadway will have curb and gutter and an enclosed storm sewer. Storm sewer tie in is located within the new road right of way an approximate distance of 600 feet northwest of the tie in point of Chipman Street.
- ▼ Design of two (2) parking lots for Sonoco agreement. One lot will be paved for 50 spaces and the other will be gravel.
- ▼ Act as City's agent and prepare property acquisition documents between the City and Sonoco Company for purpose of a public road and utilities.
- ▼ Design of approximately 5,550 feet of 12" Water Main.
- ▼ Act as City's agent and prepare permanent easement documents for water main crossing outside of public property, such as the Sonoco site, Cargill site and the Railroad.
- ▼ Prepare permit applications for the proposed improvements in coordination with the MDEQ and Great Lakes Central Railroad. The City will be responsible for payment of all permit fees.
- ▼ Contact and coordination with project stakeholders.
- ▼ Coordination of street lighting plan with Consumers Energy. Consumers Energy will provide layout and details for inclusion to our construction drawings.



Project Responsibilities

- ▶ **OHM Advisors** - Prime consultant for the management and development of the design and construction services. OHM Advisors will lead the design, construction, coordination and perform the supporting tasks for this project. This will include preparing the final bid package for City bid letting and assistance to the City of Owosso with any public involvement. Other services provided include topographical survey, soil borings, pavement design, water main design, road and drainage construction plans. Construction engineering services include full time inspection, material testing, construction administration and overall project management.
- ▶ **Soil borings** – a subconsultant will provide six (6) soil borings to a depth of ten (10) feet and analysis for pavement design and water main construction. A subconsultant will be hired by OHM Advisors and their fee is included within our proposal.
- ▶ **OHM Advisors** - Construction engineering services include full time inspection, material testing, construction administration and overall project management.

Design Engineering – Work Plan

A. Design Parameters

The design parameters include the following:

1. Horizontal Alignment: Evaluate roadway location (center within right of way), lane width and access to Sonoco.
2. Vertical Alignment: The existing vertical profile will be evaluated to improve drainage. The proposed corridor will have curb and gutter with design intent to lower to drain the proposed right of way.
3. Typical Roadway Cross-Section: Provide a HMA section over aggregate base/sand subbase layer with a 2% cross slope.
4. Drainage: construct new with new and connect to City or County Drain located onsite.
5. General Design Standards: *AASHTO*, A Policy on Geometric Design of Highways and Streets, and Michigan Manual of Uniform Traffic Control Devices Standards.
6. Specifications: City of Owosso/OHM specifications along with the MDOT *2012 Standard Specifications for Construction*, the current MDOT *Standard Plans for Roads and Bridges*, *Special Provisions and Supplemental Specifications* will be utilized.



7. Maintenance of Traffic: Maintain access to all properties, as feasible. Access to all properties throughout construction is required and a temporary gravel roadway maybe constructed to support road construction through the concrete curing process.
8. Water Main: New PVC water main and copper services will be included in the work. Hydrants and valves will be installed per Owosso Design standards.

B. Design Phase Scope of Services:

The Design Phase Services to be provided by OHM Advisors shall include the following:

1. Attend a pre-design meeting with the City of Owosso to discuss project approach, finalize communication methods between team members, agree on standard documents and details to be used, and finalize schedule. Prepare summary of action items and distribute to attendees after the meeting.
2. Conduct soil borings that can be used to for water main construction details and to utilize in a pavement design.
3. Check existing known utilities, public or private, within project limits for potential conflicts.
4. Provide topographic survey of project limits, picking up all features within the proposed easement or new road Rights of Way.
5. Notify known utility agencies of the proposed work, identified conflicts and coordinate relocations where necessary.
6. Prepare contract documents showing project details, pay items based on the 2012 MDOT Standard Specifications for Construction with City modifications, and special provisions. Include special provisions to address safety and reduce residential complaints.
7. Prepare permanent easements for locations where roadway and water main travel on properties outside of the jurisdiction of the City of Owosso, including the future Cargill site.
8. Prepare water main construction drawings and complete the MDEQ water distribution permit application on behalf of the City.
9. Maintenance of traffic typical sections will be developed, as needed. This issue will be discussed with the City. Access issues and traffic coordination with the Sonoco will be discussed and accounted for in design.
10. Prepare preliminary Engineer's Opinion of Probable Construction Cost.
11. Attend coordination and plan review meetings with the City of Owosso. An estimated two (2) meetings are anticipated.



12. Drafts of plan packages will be forwarded to the City for review. The first submittal will be at the fifty percent level (50%) complete and the second at the ninety percent completion. The final submittal will occur after the 90 percent review meeting and will incorporate the City's comments.
13. Final submittal will include the following:
 - a. Four (4) sets of the Contract Bid Documents to the City for field use.
 - b. One (1) electronic document (.pdf)
 - c. Engineer's Opinion of Probable Construction Cost.
 - d. Field notes and copies of quantity calculations, if requested by City.
14. Permits:
 - a. Soil Erosion and Sedimentation Control Permit will be required
 - b. MDEQ Water Main Permit
15. Bid Assistance:
 - a. Assist the City in bid advertisement and provide notice to local paper. City shall pay all advertisement fees.
 - b. Answer questions during the bidding process
 - c. Review bids and discuss contractor bid with City.

Design Engineering Fee

Roadway and Parking Lot Design..... \$34,640
Water Main Design..... \$27,020

Total Design Fees\$61,660.00 (Not to Exceed)

Construction Engineering

The **Construction Services** to be provided by OHM Advisors is based on a twelve (12) week construction duration and shall include the following:

1. Staking Services

Layout of the proposed work during the construction phase shall consist of the required staking for line and elevation of specific contract items such as curb and gutter replacement, road construction, proposed storm sewer and proposed water main. Staking will be placed at the required intervals to layout the work and will include the top of curb grade only. Offsets will be discussed with the contractor.

2. **Field Inspection Services** (Construction Inspection) shall be performed by a Field Engineering Technician and shall consist of full time on-site observation of the work performed by the Contractor(s) to document and report the construction and progress of the work. Daily field reports (IDRs) will be prepared documenting pay item quantities and the general work progress for the day.



Checking line and grade for compliance with the survey stakes will be provided as part of the Field Engineering Technician's daily responsibilities. The Field Engineering Technician will answer residents' questions and attempt to resolve complaints, which may arise during the construction on a daily basis. The Field Engineering Technician will interact with the contractor's supervisory personnel to notify them if work is unacceptable and in need of correction; or the removal and replacement of specific work elements if the situation warrants.

Another vital service provided by the Field Engineering Technician will be the inspection of the construction site for proper soil erosion and sedimentation controls are in place. An MDEQ certified NPDES Storm Water Operator shall be assigned to inspect and document the project per the NPDES requirements. A project form will be completed at each review identifying the status of the soil erosion control measures and what direction was given to the Contractor.

- 3. Construction Administration services** shall consist of Contract Administration and Construction Engineering. The Contract Administration portion shall include documenting the construction through the use of MDOT's Field Manager software. Included under this item of work is all documentation required by the City including the following:

- Contractor Payments
- Daily Field Reports (IDRs)
- Work Item Progress
- Contract Modifications generated for review by City of Owosso
- Estimates for review by City
- Project Finalization (Contract Closeout)

It shall also include providing assistance to the City or Contractor in the interpretation of the contract documents. Reviewing project schedules to monitoring compliance with the Special Provisions, Progress Clause, and other specific requirements of the contract are yet another component of Contract Administration. In addition, the OHM team will make trips to the project site to observe the work and progress to aid in determining if the Contractor's work is in accordance with the contract documents.

The Construction Engineering services shall consist of the supervision of the construction observation staff to provide appropriate project staffing, assure proper project documentation, perform shop drawing reviews, resolve construction issues or problems, review and make recommendations to the City regarding claims from the Contractor. Responsibilities include the recommendation for Work Orders, which may result in Contract Modifications (Change Orders) and prompt complaint resolution. OHM will provide materials testing on this project for concrete, pavement and aggregate analysis. Density testing of each pavement layer will be conducted by OHM staff and review materials testing reports to check for compliance with contract documents and make appropriate recommendations (when necessary) to the City's Project Manager. OHM will lead the preconstruction conference and the bi-weekly progress meetings. OHM will assist the City in drafting letters to the businesses/residents at the start of construction and, when needed, send out letters to residents when there are changes in construction sequences or schedule.



Construction Engineering Fee

The services as outlined will be provided at an hourly basis not to exceed that proposed without prior approval from the City.

Roadway and Parking Lot\$51,970
Water Main\$36,370

Total Construction Engineering Fee\$88,340 (Not to Exceed)

Total Design & Construction Engineering Fees

For the purposes of considering a partial award of the services as outlined in this proposal we offer the following breakdown by each infrastructure type.

ROADWAY..... \$86,610
WATER MAIN.....\$63,390

TOTAL.....\$150,000

City of Owosso's Responsibilities

1. Coordination with police and fire departments.
2. Pay any required permit review or bid advertisement fees or reimburse OHM Advisors for these fees paid to expedite review and approval.
3. Perform 50% and 90% reviews of plans and provide comments within one week of submittal date.

The above mentioned services would be performed in accordance with the attached Standard Terms & Conditions. Should you find this agreement acceptable, please execute both copies and return a copy to OHM Advisors. This proposal will be valid for 60 days.

We look forward to working with you on a successful project. Please contact me at 989-393-4200 if you should have any questions.

Enclosures: *Standard Terms and Conditions*

Professional Services

Accepted by: _____

Title: _____

Date: _____



STANDARD TERMS and CONDITIONS

1. THE AGREEMENT – These Standard Terms and Conditions and the attached Proposal or Scope of Services, upon their acceptance by the Owner, shall constitute the entire Agreement between Orchard, Hiltz & McClimment, Inc. (OHM), a registered Michigan Corporation, and the Owner. The Agreement shall supersede all prior negotiations or agreements, whether written or oral, with respect to the subject matter herein. The Agreement may be amended only by mutual agreement between OHM and the Owner and said amendments must be in written form.
2. SERVICES TO BE PROVIDED – OHM will perform the services as set forth in the attached proposal or scope of services which is hereby made a part of the Agreement.
3. SERVICES TO BE PROVIDED BY OWNER – The Owner shall at no cost to OHM:
 - a) Provide OHM personnel with access to the work site to allow timely performance of the work required under this Agreement.
 - b) Provide to OHM within a reasonable time frame, any and all data and information in the Owners possession as may be required by OHM to perform the services under this Agreement.
 - c) Designate a person to act as Owners representative who shall have the authority to transmit instructions, receive information, and define Owner policies and decisions as they relate to services under this Agreement.
4. PERIOD OF SERVICE – The services called for in this Agreement shall be completed within the time frame stipulated in the Proposal or Scope of Services, or if not stipulated shall be completed within a time frame which may reasonably be required for completion of the work. OHM shall not be liable for any loss or damage due to failure or delay in rendering any service called for under this agreement resulting from any cause beyond OHM's reasonable control.
5. COMPENSATION – The Owner shall pay OHM for services performed in accordance with the method of payment as stated in the Proposal or Scope of Services. Method of compensation may be lump sum, hourly; based on a rate schedule, percentage of the construction cost, or cost plus a fixed fee. The Owner shall pay OHM for reimbursable expenses for subconsultant services, equipment rental or other special project related items at a rate of 1.15 times the invoice amount.
6. TERMS OF PAYMENT – Invoices shall be submitted to the Owner not more often than monthly for services performed during the preceding period. Owner shall pay the full amount of the invoice within thirty days of the invoice date. If payment is not made within thirty days, the amount due to OHM shall include a charge at the rate of one percent per month from said thirtieth day.
7. LIMIT OF LIABILITY – OHM shall perform professional services under this Agreement in a manner consistent with the degree of care and skill in accordance with applicable professional standards of services of this type of work. To the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, the total liability in the aggregate, of OHM and its Officers, Directors, Partners, employees, agents, and subconsultants, and any of them, to the Owner and anyone claiming by, through or under the Owner, for any and all claims, losses, costs or damages of any nature whatsoever arises out of, resulting from or in any way related to the project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract or warranty, express or implied, of OHM or OHM's Officers, Directors, employees, agents or subconsultants, or any of them shall not exceed the amount of \$25,000 or OHM's fee, whichever is greater.



8. ASSIGNMENT – Neither party to this Agreement shall transfer, sublet, or assign any duties, rights under or interest in this Agreement without the prior written consent of the other party.

9. NO WAIVER – Failure of either party to enforce, at anytime, the provisions of this Agreement shall not constitute a waiver of such provisions or the right of either party at any time to avail themselves of such remedies as either may have for any breach or breaches of such provisions.

10. GOVERNING LAW – The laws of the State of Michigan will govern the validity of this Agreement, its interpretation and performance.

11. DOCUMENTS OF SERVICE – The Owner acknowledges OHM's reports, plans and construction documents as instruments of professional services. Nevertheless, the plans and specifications prepared under this Agreement shall become the property of the Owner upon completion of the work and payment in full of all monies due OHM, however, OHM shall have the unlimited right to use such drawings, specifications and reports and the intellectual property therein. The Owner shall not reuse or make any modifications to the plans and specifications without prior written authorization by OHM. In accepting and utilizing any drawings or other data on any electronic media provided by OHM, the Owner agrees that they will perform acceptance tests or procedures on the data within 30 days of receipt of the file. Any defects the Owner discovers during this period will be reported to OHM and will be corrected as part of OHM's basic Scope of Services.

12. TERMINATION – Either party may at any time terminate this Agreement upon giving the other party 7 calendar days prior written notice. The Owner shall within 45 days of termination, pay OHM for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions in this Agreement.

13. OHM'S RIGHT TO SUSPEND ITS SERVICES – In the event that the Owner fails to pay OHM the amount shown on any invoice within 60 days of the date of the invoice, OHM may, after giving 7 days notice to the Owner, suspend its services until payment in full for all services and expenses is received.

14. OPINIONS OF PROBABLE COST – OHM's preparation of Opinions of Probable Cost represent OHM's best judgment as a design professional familiar with the industry. The Owner must recognize that OHM has no control over costs or the prices of labor, equipment or materials, or over the contractor's method of pricing. OHM makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual cost.

15. JOB SITE SAFETY – Neither the professional activities of OHM, nor the presence of OHM or our employees and subconsultants at a construction site shall relieve the General Contractor or any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequences, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and the health or safety precautions required by any regulatory agency. OHM has no authority to exercise any control over any construction contractor or any other entity or their employees in connection with their work or any health or safety precautions. The Owner agrees that the General Contractor is solely responsible for jobsite safety, and warrants that this intent shall be made clear in the Owners agreement with the General Contractor. The Owner also agrees that OHM shall be indemnified and shall be made additional insureds under the General Contractors general liability insurance policy.

16. DISPUTE RESOLUTION – In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the Owner and OHM agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation, unless the parties mutually agree otherwise.

RESOLUTION NO.

**RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT
FOR PROFESSIONAL ENGINEERING SERVICES WITH
ORCHARD, HILTZ & MCCLIMENT, INC.
WATER MAIN, ROADWAY AND OTHER ITEMS TO SERVE
OWOSSO BROWNFIELD REDEVELOPMENT AUTHORITY DISTRICT EIGHT
(ADDENDUM 3 TO RESOLUTION 26-2015 ON APRIL 6, 2015)**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is considering the necessary water main, roadway and other items to serve the Owosso Brownfield Redevelopment Authority District Eight; and

WHEREAS, this project requires the services of a professional engineering firm; and

WHEREAS, the City considered from its QBS list of firms to perform such work; and

WHEREAS, Orchard, Hiltz & McCliment, Inc. is selected as the most qualified firm to perform such work and offers to complete full design and construction administration services of said project in return for compensation in an amount of \$174,070.

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 employ the firm of, Orchard, Hiltz & McCliment, Inc. for providing professional engineering services the Owosso Brownfield Redevelopment Authority District Eight.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Addendum 3 to an Agreement for Professional Engineering Services between the City of Owosso, Michigan and, Orchard, Hiltz & McCliment, Inc. by Resolution 26-2015 on April 6, 2015

THIRD: The above expenses shall be paid from the Owosso Brownfield Redevelopment Authority District Eight.

FOURTH: Resolution 18-2016 Professional Services Agreement and Resolution 19-2015 with Orchard Hiltz & McCliment (OHM) and hereby repealed.



WARRANT 521
March 29, 2016

Vendor	Description	Fund	Amount
Waste Management	Landfill disposal charges- 3/1/16-3/15/16	Streets/ WWTP	\$6,273.71
		TOTAL	\$6,273.71



MEMORANDUM

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

DATE: March 30, 2016

TO: Mayor Frederick and the Owosso City Council

FROM: Andrea Smith, City Water Biller

SUBJECT: Unpaid Utility Billings to be Transferred to Taxes

RECOMMENDATION:

The Water Department asks that Council please review the list and, if acceptable, approve publication of Notice of Collection by the Clerk's Office.

BACKGROUND:

In accordance with the Charter, this time each year the Water Department prepares a listing of unpaid water/sewer bills that could be transferred to taxes. The unpaid bill listing is primarily made up of unpaid past due, final water bills, but can include active uncollectible bills from the previous year.

A letter explaining the collection procedure has been sent to each owner along with a copy of the original billing. Any billing that remains unpaid after April 30, 2016 will be added to the 2016 summer real property tax bill with an additional 10% penalty.

If you have any questions, please direct them to Glenn Chinavare or myself.

FISCAL IMPACTS:

Theoretically there would be no fiscal impacts as the unpaid charges are transferred to taxes, though in actuality we do experience some losses. As with special assessments for demolition or clean-up costs unpaid utilities liens could potentially fall victim to the tax sale process if the property goes into tax foreclosure, but the chances of this are small.

Account No.	Property Owner	Service Address	Tax No.	Amount	Amount + 10%		
2001840003	CHRISTOPHER HARRAND	422 ABBOTT	140-001-001	\$127.10	\$12.71	\$139.81	
2006340003	THAD SPARROW	447 ABBOTT	150-000-012	\$107.20	\$10.72	\$117.92	
3039570013	CAROL BERTHUME-CASTLE	648 ALGER	010-0170-41	\$4.64	\$0.46	\$5.10	
3067570005	ROBERT & CORY LEPLY	406 AUBURNDALE	420-008-011	\$94.11	\$9.41	\$103.52	
1034000004	JERRIE STEWART	911 BEEHLER	660-009-002	\$168.60	\$16.86	\$185.46	
1037500004	BENJAMIN BURGESS	1014 BEEHLER	660-007-011	\$93.90	\$9.39	\$103.29	
3753574402	RANDY VANHORN	1400 CARR	602-037-001	\$63.94	\$6.39	\$70.33	
1133500002	CECILIA SUMNER	324 N CHESTNUT	490-000-003	\$10.00	\$1.00	\$11.00	
1186000006	DUANE & TRISHA SILVER	134 S CHIPMAN	113-014-008	\$192.18	\$19.22	\$211.40	
1201000006	NORMAN PUGH	645 S CHIPMAN	1113-006-001	\$114.59	\$11.46	\$126.05	
1224500003	LAWRENCE HEALEY	1300 S CHIPMAN	602-029-001	\$232.91	\$23.29	\$256.20	
1257600012	CHERYL DOWNING	723 CLINTON	660-023-005	\$120.46	\$12.05	\$132.51	
3145570004	ERIN STREIN	820 E COMSTOCK	580-000-096	\$86.82	\$8.68	\$95.50	
3148070009	CHERYL LEE	834 E COMSTOCK	580-000-099	\$3.89	\$0.39	\$4.28	
3151070001	DEBRA VANHORN	839 E COMSTOCK	580-000-077	\$1,492.80	\$149.28	\$1,642.08	
3171570009	EDWARD THOMAS JR	522 CORUNNA	420-001-005	\$139.52	\$13.95	\$153.47	
3180070004	DAVID DEMERLY	634 CORUNNA	542-000-025	\$78.76	\$7.88	\$86.64	
3290070003	WALTER KRAUSE	415 DIMMICK	111-008-008	\$134.34	\$13.43	\$147.77	
2205690001	CROWE PROPERTIES	1120 DINGWALL	280-000-014	\$14.00	\$1.40	\$15.40	
3334570005	DANIEL MULLIN	432 E EXCHANGE	666-000-016	\$124.55	\$12.46	\$137.01	
1337000001	MARGARET LINGO	1403 FREDERICK	602-017-001	\$191.34	\$19.13	\$210.47	
3368570004	JOSE PEREZ	706 FRAZER	010-033-011	\$219.09	\$21.91	\$241.00	
3376070013	JACOB BLEISNER	528 GARFIELD	010-023-004	\$83.17	\$8.32	\$91.49	
3412070005	DANIEL MULLIN	702 GLENWOOD	010-003-015	\$124.96	\$12.50	\$137.46	
2238540013	DAREN & MELISSA SVARC	201 GOODHUE	240-003-001	\$24.53	\$2.45	\$26.98	
2238540014	DAREN & MELISSA SVARC	201 GOODHUE	240-003-001	\$97.33	\$9.73	\$107.06	
2239440014	SIMPLEX PROPERTIES, LLC	208 GOODHUE	470-031-009	\$302.78	\$30.28	\$333.06	
2242590003	KARLA RAATZ	309 GOODHUE	240-002-003	\$128.00	\$12.80	\$140.80	
2243050007	BILLY BLACK REV TRUST	317 GOODHUE	240-002-004	\$22.89	\$2.29	\$25.18	
1374500010	DAVID VINCENT	612 GRACE	070-003-015	\$115.00	\$11.50	\$126.50	
3441070008	JULIE MOKRZYCKI	621 GRAND	420-003-005	\$249.84	\$24.98	\$274.82	
3494570001	CONNIE JONES	419 HAMBLIN	430-000-005	\$66.29	\$6.63	\$72.92	
1392000003	MATTHEW BUCK	1107 HANOVER	030-000-014	\$270.88	\$27.09	\$297.97	

1417500001	CANCADE FIVECOAT	1801 HENRY	602-014-001	\$83.11	\$8.31	\$91.42		
1432131007	JERRY GARRISON JR	1530 HIAWATHA	425-000-017	\$126.97	\$12.70	\$139.67		
2273190013	ROLAND LARKINS JR	604 N HICKORY	240-001-010	\$132.38	\$13.24	\$145.62		
2275890011	LISA FISHER	622 N HICKORY	240-001-013	\$318.62	\$31.86	\$350.48		
1442500004	KAJA HOLDINGS 2	206 S HOWELL	660-023-002	\$382.76	\$38.28	\$421.04		
3529070006	SHIRLEY SHEFFER	421 HURON	680-004-004	\$184.10	\$18.41	\$202.51		
2336640002	GARY & TRACIE BLUNT	118 JENNETT	320-000-047	\$173.30	\$17.33	\$190.63		
3566570008	DANIEL MANAUSA	712 KEYTE	010-001-003	\$76.80	\$7.68	\$84.48		
2348340006	HENRY LINDERMAN	116 E KING	470-032-020	\$122.89	\$12.29	\$135.18		
2352840018	MICHAEL LESLIE	403 E KING	541-000-002	\$133.14	\$13.31	\$146.45		
2381190006	JESSE TABOR	514 W KING	060-009-009	\$278.13	\$27.81	\$305.94		
1511000006	ROY MARR	322 LAFAYETTE	490-000-043	\$105.61	\$10.56	\$116.17		
1519000012	KEVIN ONDRUS	214 N LANSING	660-011-010	\$31.84	\$3.18	\$35.02		
1527500002	SANDRA GOEBEL-KINNEY	203 S LANSING	050-000-034	\$175.22	\$17.52	\$192.74		
3606070007	620 LINGLE AVE LLC	620 LINGLE	420-003-012	\$24.73	\$2.47	\$27.20		
3624070010	ROBERT & CORY LEPLY	825 LINGLE	420-010-006	\$50.33	\$5.03	\$55.36		
1538500003	EDWARD RIGDON	1115 LYNN	100-002-003	\$104.66	\$10.47	\$115.13		
3659170018	CROWE PROPERTIES	515 E MAIN	666-000-048	\$48.11	\$4.81	\$52.92		
3660570003	REYNOLD BATTEEN	525 E MAIN	666-000-050	\$147.52	\$14.75	\$162.27		
3675570005	CHARLES DEVINE	800 E MAIN	580-000-065	\$225.60	\$22.56	\$248.16		
3683070001	SOUTHWIND RESTAURANTS	832 E MAIN	580-000-073	\$294.23	\$29.42	\$323.65	This Parcel is Now Inactive	
2419990002	OWOSSO REI GROUP	300-312 W MAIN	470-024-001	\$412.48	\$41.25	\$453.73		
1619500006	B&G PROPERTY MANAGEMEN	1405 W MAIN	113-015-007	\$73.66	\$7.37	\$81.03		
1621500004	MATTHEW MASLOWSKI	1416 W MAIN	090-001-004	\$124.20	\$12.42	\$136.62		
1622500005	JAMES SUMNER	1420 W MAIN	090-001-005	\$318.20	\$31.82	\$350.02		
3732070001	JOHN BABILA JR	715 E MASON	410-002-003	\$186.23	\$18.62	\$204.85		
1708100001	JESSICA & JACOB RAY	1218 NAFUS	602-027-003	\$341.44	\$34.14	\$375.58		
3780570003	BAT HOLDINGS EIGHT	316 OAKWOOD	580-000-054	\$265.57	\$26.56	\$292.13		
3787070001	CHARLES HOFACKER	602 OAKWOOD	710-002-012	\$86.22	\$8.62	\$94.84		
3812070009	MR REAL PROPERTIES	713 E OLIVER	111-003-011	\$94.58	\$9.46	\$104.04		
1796500002	LISA BUCHHOLZ	546 RYAN	673-004-013	\$384.00	\$38.40	\$422.40		
2626890021	SCOTT LAMPHERE	404 N SAGINAW	470-008-013	\$34.44	\$3.44	\$37.88		
2670090010	WILLIAM HILLAKER	305 N SHIAWASSEE	120-001-011	\$1.88	\$0.19	\$2.07		
2697090005	TROY SELLS	1213 N SHIAWASSEE	536-000-064	\$67.50	\$6.75	\$74.25		

2751540005	BENJAMIN BURGESS	1135 S SHIAWASSEE	115-002-015	\$326.02	\$32.60	\$358.62		
1836520007	TOM WIEGEL	1301 W SOUTH	350-000-013	\$120.56	\$12.06	\$132.62		
1864500002	MATTHEW UNDERWOOD	1116 STATE	114-003-010	\$150.56	\$15.06	\$165.62		
3926570005	213 E STEWART LLC	213 E STEWART	652-004-003	\$78.56	\$7.86	\$86.42		
1883000003	ACM VISION V LLC	735 W STEWART	070-002-009	\$65.00	\$6.50	\$71.50		
1920500003	RICHARD FAST	1307 STINSON	603-001-003	\$86.56	\$8.66	\$95.22		
2822190009	MICHAEL & DEBRA LESLIE	622 N WASHINGTON	470-032-008	\$66.59	\$6.66	\$73.25		
3936070004	ANTHONY STEVENS	316 E WILLIAMS	470-009-002	\$198.22	\$19.82	\$218.04		
3950570008	TOM WIEGEL	522 E WILLIAMS	668-000-021	\$212.49	\$21.25	\$233.74		
3965070001	REYNOLD BATTEEN JR	634 WOODLAWN	010-018-017	\$63.44	\$6.34	\$69.78		
3997570012	SCOTT BIGGER	713 WRIGHT	010-033-029	\$27.56	\$2.76	\$30.32		



MEMORANDUM

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

DATE: March 30, 2016

TO: Mayor Frederick and the Owosso City Council

FROM: Amy K. Kirkland, City Clerk

SUBJECT: Amendment to the City's Reciprocal Retirement Act Policy

RECOMMENDATION:

I recommend Council adopt the proposed changes to the City's Reciprocal Retirement Act Policy to reflect changes to the Reciprocal Retirement Act (PA 88 of 1961, as amended).

BACKGROUND:

The City has been a long-time participant of the Reciprocal Retirement Act allowing employees both past and present to use service time from another municipality to fulfill the service requirements for a pension. It came to light a few months ago that the policy required by the Act needed to be updated. The major change involves increasing the length of time an employee can have between employment periods with participating units from 5 years to 20 years. All other changes are not substantive but for clarification.

FISCAL IMPACTS:

The changes proposed should have no financial impact on the City. (If a former employee chose to withdraw their funds from the Retirement System at the time of their departure they are required to deposit an equal amount, plus interest before drawing any benefits from our system.)

Document originated by: Amy K. Kirkland

City Of Owosso, Michigan Employees Retirement System
Reciprocal Retirement Act Policy

PURPOSE

The Reciprocal Retirement Act, Public Act 88 of 1961, as amended, was enacted to provide for the preservation and continuity of retirement system service credits for public employees who transfer their employment between units of government. An eligible person may combine credited service with a preceding reciprocal retirement system with credited service acquired with a succeeding governmental unit for purposes of qualifying for an age and service retirement from either retirement system, provided the conditions of the Act are observed.

The City of Owosso has elected to come under the provisions of the Reciprocal Retirement Act and accordingly is a "reciprocal unit" in accordance with the provisions of the Act.

POLICY

It is the Policy of the City of Owosso to provide service credit transfers pursuant to Public Act 88 of 1961, as amended, as follows:

I. ~~Section 4 – Service Credit~~ Service Credit – City as Preceding Unit

[Note: This Section of the Act is utilized to draw a retirement benefit from a retirement system in which an individual did not satisfy the vesting requirement of that system.]

Section 4 of the Reciprocal Retirement Act provides that if a member leaves the employ of the City and enters the employ of another governmental unit(s), he/she may receive a retirement allowance payable by the City of Owosso Employees' Retirement System ("OERS") subject to meeting the following conditions:

- a. The former member must have had at least thirty (30) months of service credit in the OERS;
- b. The former member has not withdrawn his/her employee contributions from the OERS or has re-deposited any withdrawn amounts plus interest within ~~five~~ **twenty (20)** years after employment with the succeeding governmental unit;

The interest rate shall be the assumed rate of return of the OERS, compounded annually, that was in effect had the contribution and credited interest remained in the system during that period.

- c. The former member of the OERS must have been employed by a succeeding unit within ~~fifteen (15)~~ **twenty (20)** years after leaving The City of Owosso;
- d. The former member's credited service in force with OERS plus the members credited service acquired in the employ of the succeeding governmental unit(s) equals or exceeds the minimum credited service required for age and service retirement in the OERS;
- e. The former member has attained age 60 years; and
- f. To document reciprocal service for purposes of utilizing it under the Reciprocal Retirement with The City of Owosso as the preceding reciprocal unit, the member should obtain the necessary forms from the City Treasurer. The member should provide the form to his or her succeeding governmental employer(s) to document service credit and upon completion, return the form to the City of Owosso Employees' Retirement System. The member may be required to sign a Release authorizing the Retirement Board or its representative to request and receive appropriate documentation directly from prior or subsequent employers to verify information.

An individual who satisfies the above requirements shall be eligible to receive a retirement allowance from the City of Owosso Employees' Retirement System based upon the formula, final average compensation and credited service in force with the City of Owosso Employees' Retirement System at the time of separation from service and shall be payable on the first day of the second calendar month immediately following the month in which proper written application is filed with the Retirement Board on or after the attainment of 60 years of age.

II. ~~Section 5 – Service Credit~~ Service Credit – City as Succeeding Unit

Section 5 of the Reciprocal Retirement Act provides that if a member of the City of Owosso Employees' Retirement System previously acquired credited service as a member of another governmental retirement system, he/she may be entitled to a retirement allowance payable by the City of Owosso Employees' Retirement System subject to meeting the following conditions:

- a. The member has 30 or more months of credited service, acquired as a member of the City of Owosso Employees' Retirement System; and
- b. The member has attained the age but not the service requirement for age and service retirement; and
- c. The member became a member of the City of Owosso Employees' Retirement System within ~~45~~ **twenty (20)** years of leaving the prior governmental unit; and
- d. To document reciprocal retirement service for purposes of utilizing it under the Reciprocal Retirement Act with The City of Owosso as the succeeding reciprocal unit, the member should obtain the necessary documents from the City Treasurer. The member should provide the form to his or her preceding governmental employer(s) to document service credit and upon completion, return the form to the City of Owosso Employees' Retirement System. The member may be required to sign a Release authorizing the Retirement Board or its representative to request and receive appropriate documentation directly from prior or subsequent employers to verify information.

A member's retirement benefit shall be based only upon the service credit rendered to The City of Owosso.

III. ~~Section 6 – Transfer Of Service Credited Service~~

The City of Owosso does not permit **the transfer of credited service and/or funds** ~~credit transfer~~ under Section 38.1106 of the Act.

IV. General Conditions

All crediting of service time must be approved by the Retirement Board and shall be contingent upon the City of Owosso Employees' Retirement System's receipt of all appropriate documentation.

It is the individual's responsibility to contact the other governmental units to obtain appropriate documentation in support of requests for service credit.

The City Treasurer shall be responsible for the receipt and review of the necessary documents received by interested parties and shall have the authority to verify the amount and nature of service reflected in the application and supporting documentation.

Eligible individuals may have service credited up to the time of their retirement from the City of Owosso Employees' Retirement System.

The crediting of service shall be made consistent with the current Retirement Ordinance, applicable collective bargaining agreements, Retirement System policies/procedures, and applicable laws (specifically, MCL Public Act 88 of 1961, as amended).

V. Health And Welfare Benefits

The intent of the Reciprocal Retirement Act was to allow an eligible person to combine governmental service credit for purposes of qualifying for a retirement allowance from either retirement system, provided the requirements of the Act are satisfied. A "Retirement Allowance" as defined in the Act, means the annuity, pension or retirement allowance payable to a member. The Reciprocal Retirement Act is specifically limited to payment of a retirement allowance from a retirement system. Life insurance, health insurance and other similar fringe benefits are not a retirement allowance and therefore would not be covered under the Act. Accordingly, individuals who retire pursuant to said Act, prior to satisfaction of the age and service or disability requirements of the Retirement System, are not eligible for said benefits.

RESOLUTION NO.
TO ADOPT THE
RECIPROCAL RETIREMENT ACT POLICY
AS AMENDED TO REFLECT CHANGES IN THE ACT

WHEREAS, the Owosso City Council, acknowledges that the City of Owosso adopted the Reciprocal Retirement Act, Public Act 88 of 1961, as amended, on July 20, 1964 to provide for the preservation and continuity of retirement system service credit for public employees who transfer their employment between units of government; and

WHEREAS, since that time the Reciprocal Retirement Act has been amended, lengthening the deadline before which a former employee must return to the System in order to obtain benefits; and

WHEREAS, the City's Reciprocal Retirement Act Policy that governs the administration of the provisions of this act must be amended to comply with the amended Act; and

WHEREAS, the City of Owosso Employees' Retirement System Board of Trustees has vetted the proposed amendments to the Policy and unanimously recommend adoption of the amended Policy.

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

FIRST: the City of Owosso Reciprocal Retirement Act Policy, as amended, is hereby adopted.

SECOND: that a copy of this resolution shall be provided to the appropriate City and Union representatives and interested parties.

City of Owosso 2016 Annual Water Quality Report

Is my water safe?

We are pleased to present this year's Annual Water Quality Report (Consumer Confidence Report) as required by the Safe Drinking Water Act (SDWA). This report is designed to provide details about where your water comes from, what it contains, and how it compares to standards set by regulatory agencies. This report is a snapshot of last year's water quality. As in previous years **there were no violations of drinking water standards or monitoring requirements in 2015**. We are committed to providing you with information because informed customers are our best allies.

Where does my water come from?

Six groundwater wells serve as our water supply source. The wells are completed in coarse sands and gravel with well screens typically between 82 and 152 feet below ground surface. This water is pumped to the water treatment facility on Allendale Ave, here the groundwater is treated, and then pumped through water supply lines that connect to homes and businesses within the City, its surrounding townships and the City of Corunna. The State rates our wells as "susceptible" to potential sources of contamination. This is based on an assessment of the water supply aquifer geology, well construction, historical groundwater quality data, and presence of identified contaminant sources in the delineated "wellhead protection zone". Though our groundwater supply is rated as "susceptible" or vulnerable to contamination, extensive monitoring over decades of use indicates our combined well supply meets primary drinking water standards even before treatment. However, the rating indicates a need to maintain and increase our efforts to protect our groundwater supply from future sources of contamination.

2016 Wellhead Protection Plan

In 2004 Malcolm Pirnie, Inc. was contracted to prepare a Wellhead Protection Plan (WHPP) for the City of Owosso. This document was updated and prepared for submittal on June 2015. On July 1st, 2015 we received the Michigan Groundwater Management Tool (MGMT) map which verified our 2004 WHPP area and provides the updated Wellhead Protection Area (WHPA) for the City of Owosso now used by the Michigan Department of Environmental Quality (MDEQ). An updated City of Owosso Wellhead Protection Plan was approved by the MDEQ on 2/5/16. The City of Owosso's Wellhead Protection Program Plan (WHPP) is designed to (1) provide safe drinking water to the public, and (2) protect drinking water from potential sources of contamination by following the WHPP program guidelines set forth by the MDEQ. Once ground water becomes contaminated, it can be very difficult, costly, and in some cases impossible to clean up. Preventing ground-water contamination is the most effective way to protect your drinking water resources. The City realizes that it cannot control every land user in its Wellhead Protection Area, so here are some ways that you can help protect your drinking water and the drinking water that will be used by many generations to come.

How Can You Help Protect Your Drinking Water?

- Locate and properly plug unused and abandoned wells.
- Properly dispose of household hazardous waste.
- Properly maintain your septic system, if you have one.
- Consider alternatives to household products that contain hazardous materials.
- Follow instructions when using fertilizers and pesticides.
- Inspect aboveground and underground storage tanks for leaks.

Potential Sources of Contamination

- Leaking underground storage tanks.
- Hazardous materials spill.
- Transportation accidents.
- Improper waste disposal activities.
- Misuse of herbicides and pesticides.
- Failing septic systems and improper septic design.
- Byproducts from oil and gas well drilling activities.
- Road salt application.

How can I get involved?

The City of Owosso Water System is overseen by the Owosso City Council. Their meetings at 7:30 p.m. at City Hall, 301 W Main St. on the first and third Mondays of each month provide a forum for public input. We encourage public interest and participation whenever decisions are made that impact our community's water system and quality. Questions and comments can also be directed to the Water Filtration Plant Superintendent or Utilities Director.

Description of Water Treatment Process

Our groundwater supply, though safe to drink without treatment, is extremely hard with high levels of calcium, magnesium and iron. Water treatment consists of aeration, lime softening for hardness and iron reduction, pH adjustment using carbon dioxide, dual media filtration, and chlorination. Fluoride is added to replace naturally occurring fluoride removed during softening and to boost the concentration to a maximum of 0.7 ppm (parts per million) as recommended as a dental health measure. In 2015, a total of 613,472,000 gallons of water (an average of 1.681 million gallons of water per day) were treated and distributed to customers in the mid-County area. In December 2015, average water hardness was reduced from 500 ppm to 146 ppm. Residuals solids from the lime softening process, predominantly calcium carbonate and magnesium hydroxide, are temporarily stored in on-site lagoons for dewatering. In 2015, a total of 5,120 cubic yards of residual solids were removed to be applied to farm fields as an agricultural material for soil pH adjustment. The water treatment plant is staffed and operates around the clock. Four State Certified plant operators conduct routine daily tests on our drinking water quality at the water plant laboratory. Additional samples are sent to the state, or other certified laboratories for analyses, to assure that our well supplies are free from contamination and that our treated drinking water meets all applicable state and federal drinking water standards. The state establishes a minimum monitoring schedule for our public water supply. All required samples were collected on a timely basis in 2015. All sample results are reported to the MDEQ – Water Division, and are available to the public.

Water Conservation Tips

Did you know that the average U.S. household uses approximately 400 gallons of water per day or 100 gallons per person per day? Luckily, there are many low-cost and no-cost ways to conserve water. Small changes can make a big difference - try one today and soon it will become second nature.

- Take short showers - a 5 minute shower uses 4 to 5 gallons of water compared to up to 50 gallons for a bath.
- Shut off water while brushing your teeth, washing your hair and shaving and save up to 500 gallons a month.
- Use a water-efficient showerhead. They're inexpensive, easy to install, and can save you up to 750 gallons a month.
- Run your clothes washer and dishwasher only when they are full. You can save up to 1,000 gallons a month.
- Water plants only when necessary.
- Fix leaky toilets and faucets. Faucet washers are inexpensive and take only a few minutes to replace. To check your toilet for a leak, place a few drops of food coloring in the tank and wait. If it seeps into the toilet bowl without flushing, you have a leak. Fixing it or replacing it with a new, more efficient model can save up to 1,000 gallons a month.
- Adjust sprinklers so only your lawn is watered. Apply water only as fast as the soil can absorb it and during the cooler parts of the day to reduce evaporation.
- Teach your kids about water conservation to ensure a future generation that uses water wisely. Make it a family effort to reduce next month's water bill!
- Visit www.epa.gov/watersense for more information.

Why are there contaminants in my drinking water?

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's (EPA) Safe Drinking Water Hotline (800-426-4791). The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity. In addition, traveling water can also pick up microbial contaminants, such as viruses and bacteria that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife. Inorganic contaminants, such as salts and metals, which can be naturally occurring or result from urban stormwater runoff, industrial, or domestic wastewater discharges, oil and gas production, mining, or farming. Pesticides and herbicides come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses. Organic Chemical Contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, and septic systems. Finally, radioactive contaminants, which can be naturally occurring or be the result of oil and gas production and mining activities. In order to ensure that tap water is safe to drink, USEPA prescribes regulations that limit the amount of certain contaminants in water provided by public water systems. The Food and Drug Administration (FDA) regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

Do I need to take special precautions?

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Water Drinking Hotline (800-426-4791).

Other Information on Lead and Copper

Our water treatment process, lime softening definitely reduces the corrosiveness of our water supply. We maintain a positive stability index (average of positive 0.4) indicating our water has more of a tendency to coat piping and fixtures with mineral deposits or scale as opposed to a more aggressive water that would increase metal dissolving into the water from the piping or plumbing fixtures.

"If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. City of Owosso Water System is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>."

If you are concerned about Lead and Copper in your drinking water, you can have your water tested; see the City Website - Utilities Section for the latest information as to how to obtain a test sample bottle.

Water Quality Data Table

In order to ensure that tap water is safe to drink, USEPA prescribes regulations which limit the amount of contaminants in water provided by public water systems. The table below lists all of the drinking water contaminants that we detected from the calendar year 2015 unless noted otherwise. Although many more contaminants were tested for, only those substances listed below were found in your water. All sources of drinking water contain some naturally occurring contaminants. At low levels, these substances are generally not harmful in our drinking water. Removing all contaminants would be extremely expensive, and in most cases, would not provide increased protection of public health. A few naturally occurring minerals may actually improve the taste of drinking water and have nutritional value at low levels. The USEPA or the State requires The City of Owosso to monitor for certain contaminants less than once per year because the concentrations of these contaminants do not vary significantly from year to year, or the system is not considered vulnerable to this type of contamination. As such, some of our data, though representative, may be more than one year old. In this table you will find terms and abbreviations that might not be familiar to you. To help you better understand these terms, we have provided the definitions below the table.

In addition we conducted some additional "unregulated contaminant" monitoring as part of EPA's program to determine where certain contaminants might occur in drinking water and whether the agency should consider regulating those contaminants in the future. Certain substances, such as radium, are monitored less frequently than once a year because previous monitoring results have been consistently below levels of concern and the levels are not expected to vary significantly from year to year.

Contaminants	MCLG or MRDLG	MCL, TT, or MRDL	Your Water	Range		Sample Date	Violation	Typical Source
				Low	High			
Disinfectants & Disinfection By-Products (There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants)								
Chlorine (as Cl2) (ppm)	4	4	.7	0	.7	2015	No	Water additive used to control microbes
Haloacetic Acids (HAA5) (ppb)	NA	60	2	NA		2015	No	By-product of drinking water chlorination
TTHMs [Total Trihalomethanes] (ppb)	NA	80	38	NA		2015	No	By-product of drinking water disinfection
Inorganic Contaminants								
Barium (ppm)	2	2	.03	NA		2009	No	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits
Fluoride (ppm)	4	4	.21	.14	.76	2015	No	Erosion of natural deposits; Water additive which promotes strong teeth; Discharge from fertilizer and aluminum factories

Contaminants	MCLG or MRDLG	MCL, TT, or MRDL	Your Water	Range		Sample Date	Violation	Typical Source
				Low	High			
Selenium (ppb)	50	50	2	NA		2009	No	Discharge from petroleum and metal refineries; Erosion of natural deposits; Discharge from mines
Sodium (optional) (ppm)	NA		41	NA		2015	No	Erosion of natural deposits; Leaching
Chloride	NA	250	69	NA		2015	No	Naturally occurring or indicative of road salt contamination.
Sulfate	NA	250	114	NA		2015	No	Naturally occurring.
Microbiological Contaminants								
Fecal coliform/E. coli - in the distribution system (positive samples)	0	0	0	NA		2015	No	Human and animal fecal waste
A violation occurs when a routine sample and a repeat sample, in any given month, are total coliform positive, and one is also fecal coliform or E. coli positive.								
Total Coliform (positive samples/month)	0	1	0	NA		2015	No	Naturally present in the environment
Radioactive Contaminants								
Alpha emitters (pCi/L)	0	15	1.5	NA		2014	No	Erosion of natural deposits
Combined Radium (pCi/L)	0	5	1	NA		2014	No	Erosion of natural deposits (2003 data)

Contaminants	MCLG	AA	Your Water	Sample Date	# Samples Exceeding AL	Exceeds AL	Typical Source
Inorganic Contaminants							
Copper - action level at consumer taps (ppm)	1.3	1.3	.05	2014	0	No	Corrosion of household plumbing systems; Erosion of natural deposits
Inorganic Contaminants							
Lead - action level at consumer taps (ppb)	0	15	11	2014	1	No	Corrosion of household plumbing systems; Erosion of natural deposits

Additional Monitoring

In 2014 as part of an on-going evaluation program the EPA has required us to monitor some additional contaminants/chemicals. Information collected through the monitoring of these contaminants/chemicals will help to ensure that future decisions on drinking water standards are based on sound science.

Name	Reported Level	Range		
		Low	High	
1,4-dioxane (ppb)	.079	.07	.088	This is used as a solvent and solvent stabilizer in various manufacturing processes.
chlorate (ppb)	158.5	93.6	196	This is present with sodium hypochlorite used for disinfection.
chromium (total chromium) (ppb)	.5475	.48	.62	Naturally occurring element, used in making steel and other alloys.
chromium-6 (hexavalent chromium) (ppb)	.4	.38	.42	Naturally occurring element, used in making steel and other alloys.
strontium (ppb)	236.75	217	263	Naturally occurring element.

Unit Descriptions	
Term	Definition
ppm	ppm: parts per million, or milligrams per liter (mg/L)
ppb	ppb: parts per billion, or micrograms per liter (µg/L)
pCi/L	pCi/L: picocuries per liter (a measure of radioactivity)
NTU	NTU: Nephelometric Turbidity Units. Turbidity is a measure of the cloudiness of the water. We monitor it because it is a good indicator of the effectiveness of our filtration system.
positive samples/month	positive samples/month: Number of samples taken monthly that were found to be positive
NA	NA: not applicable
ND	ND: Not detected
NR	NR: Monitoring not required, but recommended.
positive samples	positive samples/yr: The number of positive samples taken that year

Important Drinking Water Definitions	
Term	Definition
MCLG	MCLG: Maximum Contaminant Level Goal: The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
MCL	MCL: Maximum Contaminant Level: The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
TT	TT: Treatment Technique: A required process intended to reduce the level of a contaminant in drinking water.
AL	AL: Action Level: The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
MRDLG	MRDLG: Maximum residual disinfection level goal. The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
MRDL	MRDL: Maximum residual disinfectant level. The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
MNR	MNR: Monitored Not Regulated
MPL	MPL: State Assigned Maximum Permissible Level

Undetected Contaminants - The following are some contaminants that were monitored for, but not detected, in your water.

Contaminants	MCLG or MRDLG	MCL, TT, or MRDL	Your Water	Violation	Typical Source
2,4,5-TP (Silvex) (ppb)	50	50	ND	No	Residue of banned herbicide
2,4-D (ppb)	70	70	ND	No	Runoff from herbicide used on row crops
Alachlor (ppb)	0	2	ND	No	Runoff from herbicide used on row crops
Atrazine (ppb)	3	3	ND	No	Runoff from herbicide used on row crops
Carbofuran (ppb)	40	40	ND	No	Leaching of soil fumigant used on rice and alfalfa
Cyanide (ppb)	200	200	ND	No	Discharge from plastic and fertilizer factories; Discharge from steel/metal factories
Dinoseb (ppb)	7	7	ND	No	Runoff from herbicide used on soybeans and vegetables
Endrin (ppb)	2	2	ND	No	Residue of banned insecticide
Heptachlor (ppt)	0	400	ND	No	Residue of banned pesticide
Heptachlor epoxide (ppt)	0	200	ND	No	Breakdown of heptachlor
Hexachlorobenzene (ppb)	0	1	ND	No	Discharge from metal refineries and agricultural chemical factories
Hexachlorocyclopentadiene (ppb)	50	50	ND	No	Discharge from chemical factories
Lindane (ppt)	200	200	ND	No	Runoff/leaching from insecticide used on cattle, lumber, gardens
Methoxychlor (ppb)	40	40	ND	No	Runoff/leaching from insecticide used on fruits, vegetables, alfalfa, livestock
Nitrate [measured as Nitrogen] (ppm)	10	10	ND	No	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits
Nitrite [measured as Nitrogen] (ppm)	1	1	ND	No	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits
Oxamyl [Vydate] (ppb)	200	200	ND	No	Runoff/leaching from insecticide used on apples, potatoes and tomatoes
PCBs [Polychlorinated biphenyls] (ppt)	0	500	ND	No	Runoff from landfills; Discharge of waste chemicals
Pentachlorophenol (ppb)	0	1	ND	No	Discharge from wood preserving factories
Picloram (ppb)	500	500	ND	No	Herbicide runoff
Simazine (ppb)	4	4	ND	No	Herbicide runoff
Toxaphene (ppb)	0	3	ND	No	Runoff/leaching from insecticide used on cotton and cattle

For more information please contact: David H. Haut - Water Plant Superintendent,
301 W. Main Street, Owosso, MI 48867. Phone: 989-725-0560

REGULAR MEETING MINUTES
OWOSSO DDA / MAIN STREET
Council Chambers, City Hall
March 4, 2016 – 7:30 am.

MEETING CALLED TO ORDER at 7:35 a.m. by Dave Acton.

ROLL CALL was taken by Executive Director Josh Adams.

MEMBERS PRESENT: Chairman Dave Acton, Authority Members Kevin Wiles, Ken Cushman, Lance Omer, Shar Haskins, Theresa Trecha, Ben Frederick (7:38am)

MEMBERS ABSENT: Vice Chairman Bill Gilbert

OTHERS PRESENT: Josh Adams, Main Street Manager; Elizabeth Wehman, Independent Newsgroup

AGENDA:

MOTION BY AUTHORITY MEMBER OMER SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO APPROVE THE AGENDA FOR MARCH 4, 2016 WITH THE REVISION THAT “DECEMBER & JANUARY” GET CHANGED TO “FEBRUARY” UNDER THE ITEMS OF BUSINESS/CHECK REGISTER PORTION OF THE AGENDA.
YEAS ALL. MOTION CARRIED.

MINUTES:

MOTION BY AUTHORITY MEMBER WILES, SUPPORTED BY AUTHORITY MEMBER TRECHA TO APPROVE THE MINUTES FOR THE MEETING OF FEBRUARY 3, 2016
YEAS ALL. MOTION CARRIED.

PUBLIC / BOARD / STAFF COMMENTS:

None

COMMITTEE UPDATES

1) Design

Still pending state approval on the wayfinding signs. Josh Adams will be meeting with MDOT to discuss approval.

Flower program preparations are being made for spring.

2) Economic Restructuring

Preparations for a special meeting with MMS on Friday, February 26th from Noon – 1pm at the Hot Spot Lounge are being made. The meeting will discuss Succession Planning for small businesses. MMS is collaborating with Owosso Main Street to explore the viability of such services to other Main Street communities throughout the state.

3) Organization

The Organization meeting/training with Brittney was postponed to a later date due to inclement weather.

4) Promotion

The committee met in February and conducted further refinement of the upcoming calendar of events in the downtown district. The committee discussed preparations for the upcoming Home, Garden, Business Expo (Chamber event) and the Lucky Lepruchan 5K Run (Stretch) and how local businesses can take part.

Over 10 people attended February's Business Owners meeting. Owners also discussed upcoming events along with marketing, cross-collaboration.

ITEMS OF BUSINESS:

1. CHECK REGISTER APPROVAL.

SEE BOARD PACKET FOR CHECK REGISTER

MOTION BY AUTHORITY MEMBER HASKINS, SUPPORTED BY AUTHORITY MEMBER WILES TO APPROVE THE CHECK REGISTER FOR FEBRUARY 2016 AS PRESENTED. YEAS ALL. MOTION CARRIED.

2. BUDGET REPORT/BUDGET UPDATES

The board reviewed the budget, no comments made.

3. 2016/2017 BUDGET APPROVAL

SEE BOARD PACKET FOR BUDGET

MOTION BY AUTHORITY MEMBER OMER, SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO APPROVE THE 2016/2018 BUDGET AS PRESENTED. YEAS ALL. MOTION CARRIED.

4. SECRETARY SERVICE CONTRACT APPROVAL

SEE BOARD PACKET FOR CONTRACT

MOTION BY AUTHORITY MEMBER FREDERICK, SUPPORTED BY AUTHORITY MEMBER WILES TO APPROVE THE SECRETARY SERVICE CONTRACT AS PRESENTED. YEAS ALL. MOTION CARRIED.

5. FAÇADE GRANT UPDATE

Josh Adams stated that everything is on schedule. The architect is currently meeting with property owners to start design services.

PUBLIC / BOARD / STAFF COMMENTS:

Dave Acton announced that the grand opening of the Wesener Development will be on April 1-2, 2016.

MOTION MADE BY CUSHMAN, SUPPORTED BY AUTHORITY MEMBER WILES TO
ADJOURN AT 8:25AM.
YEAS ALL. MOTION CARRIED.

Josh Adams, Executive Director