

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, JANUARY 17, 2017  
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 JANUARY 3, 2017:**

**ADDRESSING THE CITY COUNCIL**

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

None.

**PUBLIC HEARINGS**

None.

**CITIZEN COMMENTS AND QUESTIONS**

**CITY MANAGER REPORT**

**CONSENT AGENDA**

1. Rappuhn Property Buy-Back. Authorize buy- back of Unit 55 of Osburn Lakes Condominium Project, commonly known as 1281 Holly Court.

2. Bid Award & Contract Amendment No. 1 - Hintz Road Well Access Drive Reconstruction. Approve bid award to Perrin Construction Co., Inc. for reconstruction of the Hintz Road Well Access Drive in the amount of \$18,000.00, further approve an additional \$6,000.00 for contingencies, and authorize payment up to the bid amount plus the contingency upon satisfactory completion of the project, and further authorize Contract Amendment No. 1 waiving the performance bond requirement and extending the deadline for completion of the project.
3. Addendum No. 1 - Sanitary Sewer Cleaning Services Contract. Authorize Addendum No. 1 to the Sanitary Sewer Cleaning Services Contract with Safeway Transport, Inc. for the cleaning, televising, and PACP coding of storm sewer mains in the vicinity of upcoming street projects in the amount of \$20,835.46, approve a contingency of \$4,000.00, and further authorize payment to the contractor up to the amount of Addendum No. 1, including contingency, upon satisfactory completion of the work or portion thereof.
4. Bid Award - WWTP Screw Pump No.1 Gear Reducer. Approve bid award to All Around Basketball, L.L.C. dba AAB Global, LLC for the purchase of one Dodge-Baldor screw pump gear reducer in the amount of \$9,486.10, further approve a contingency of \$1,000.00, and authorize payment to the vendor upon satisfactory delivery of said equipment.
5. Warrant No. 536. Authorize Warrant No. 536 as follows:

Vendor	Description	Fund	Amount
Logicalis, Inc.	Network engineering-December 2016	General	\$5,488.00
Owosso Charter Township	Owosso Twp 2011 Water Agreement payment - 10/1/16-12/31/16	Water	\$9,141.90
Caledonia Charter Township	Caledonia Utility Fund payment-10/1/16-12/31/16	Water	\$21,864.57
Hach Company	WWTP-Composite sampler	WWTP	\$6,171.90
William C. Brown, P.C.	Professional services-12/13/16-1/9/17	General	\$7,764.12
Safebuilt, Inc.	Building department services-December 2016	General	\$10,400.00

6. Check Register – December 2016. Affirm check disbursements totaling \$1,556,755.17 for December 2016.

### **ITEMS OF BUSINESS**

1. Auction Property Sale – 300 S. Washington Street. Authorize sale of the property at 300 South Washington Street to Trust Thermal in the amount of \$8,580.00.
2. Special Assessment District No. 2017-01. Authorize Resolution No. 2 setting a public hearing for Monday, February 6, 2017 for proposed Special Assessment District No. 2017-01 for Oliver Street from Washington Street to Oak Street (Phase 1) for street reconstruction.

### **COMMUNICATIONS**

1. Glenn M. Chinavare, Public Services Director. Lane Markings at the Intersection of M-52 & M-21.
2. N. Bradley Hissong, Building Official. December 2016 Building Department Report.
3. N. Bradley Hissong, Building Official. December 2016 Code Violations Report.
4. Kevin D. Lenkart, Public Safety Director. December 2016 Police Report.
5. Kevin D. Lenkart, Public Safety Director. December 2016 Fire Report.
6. Parks & Recreation Commission. Minutes of December 13, 2016.

## **CITIZEN COMMENTS AND QUESTIONS**

### **NEXT MEETING**

Monday, January 30, 2017, 5<sup>th</sup> Monday Meeting  
Monday, February 6, 2017 – Regular Meeting

### **BOARDS AND COMMISSIONS OPENINGS**

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](mailto:city.clerk@ci.owosso.mi.us). The City of Owosso Website address is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MINUTES OF JANUARY 3, 2017  
7:30 P.M.**

**PRESIDING OFFICER:** MAYOR CHRISTOPHER T. EVELETH

**OPENING PRAYER:** TOM MANKE  
MINISTERIAL ASSOCIATION MEMBER

**PLEDGE OF ALLEGIANCE:** COUNCILMEMBER DANIEL A. LAW

**PRESENT:** Mayor Christopher T. Eveleth, Mayor Pro-Tem Susan J. Osika,  
Councilpersons Loreen F. Bailey, Burton D. Fox, Elaine M. Greenway,  
Daniel A. Law, and Robert J. Teich, Jr.

**ABSENT:** None.

**APPROVE AGENDA**

Motion by Councilmember Fox to approve the agenda as presented.

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

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF DECEMBER 19, 2016**

Motion by Councilmember Bailey to approve the Minutes of the Regular Meeting of December 19, 2016 as presented.

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

None.

**PUBLIC HEARINGS**

**Ordinance Amendment – Chapter 2, Administration**

The proposed amendment would increase the size of the Parks and Recreation Commission.

A public hearing was conducted to receive citizen comment regarding the proposed amendment to Chapter 2, Administration, Article IV, Boards & Commissions, Division 3, Parks and Recreation Commission, Section 2-242 – *Members; appointment, terms, voting, officers*.

There were no citizen comments made prior to, or during the meeting.

Councilmember Fox questioned whether increasing the size of the Commission was the best solution to help the group reach a quorum at its meetings. He also questioned whether the members would be required to be City residents. It was noted the current ordinance requires members to be City residents.

Councilmember Teich reminded the rest of the Council that they had dismissed the last recommendation of the Parks & Recreation Commission only to have to reverse the action at a later meeting. He said he was willing to make the change if the Commission feels it would help them reach success in their mission.

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

## **ORDINANCE NO. 782**

### **AMENDMENT TO CHAPTER 2, ADMINISTRATION, ARTICLE IV, BOARDS & COMMISSIONS, DIVISION 3, PARKS AND RECREATION COMMISSION, SECTION 2-242 – *MEMBERS; APPOINTMENT, TERMS, VOTING, OFFICERS*, TO INCREASE THE SIZE OF THE PARKS AND RECREATION COMMISSION**

WHEREAS, the Parks and Recreation Commission currently consists of five (5) at-large members appointed for two year terms; and

WHEREAS, the Parks and Recreation Commission have found difficulty in reaching and maintaining a quorum for meetings throughout the year; and

WHEREAS, the Parks and Recreation Commission wishes to raise the number from five (5) members at large to seven (7) members at large; and

WHEREAS, this increase in membership will allow the Parks and Recreation Commission the flexibility to meet and exceed the needs of the community while maintaining a quorum to hold meetings.

NOW THEREFORE BE IT RESOLVED THAT THE CITY OF OWOSSO ORDAINS:

SECTION 1. AMENDMENT. That existing Chapter 2, Administration, Article IV, *Boards & Commissions*; Division 3, Parks and Recreation Commission; Section 2-242 – *Members; appointment, terms, voting, officers*, be amended to read:

#### **Sec. 2-242. - Members; appointment, terms, voting, officers.**

(a) The members of the parks and recreation commission shall consist of seven (7) at-large members appointed by the mayor and approved by the council. Commission members shall be residents of the city. The mayor or the designee of the mayor, with council approval, shall be an ex-officio member of the commission.

(b) The seven (7) at-large members shall have terms of two (2) years. The first appointment of the seven (7) at-large members shall be staggered so that three (3) members are appointed for a one-year term and four (4) members shall be appointed to two-year terms. Thereafter each appointment of an at large member shall be for a two-year term unless it is an appointment to fill a vacancy in office that occurs prior to completion of a term. The ex-officio member of the commission shall serve for an indefinite term at the pleasure of the mayor.

(c) Each at large member shall be entitled to one (1) vote. The ex-officio member shall not have a vote. Any action shall require a majority vote of the members present at a meeting constituting a quorum. A quorum shall consist of at least four (4) members.

SECTION 2. AVAILABILITY. The 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 p.m.

SECTION 3. EFFECTIVE DATE. This amendment shall become effective January 24, 2017.

Motion supported by Councilmember Bailey.

Roll Call Vote.

AYES: Councilmembers Law, Fox, Greenway, Mayor Pro-Tem Osika, Councilmembers Bailey, Teich, and Mayor Eveleth.

NAYS: None.

### **CITIZEN COMMENTS AND QUESTIONS**

Eddie Urban, 601 Glenwood Avenue, announced that he had become a 1<sup>st</sup> time grandfather on New Year's Day and showed a picture of his daughter and her new family on the front page of the Argus Press. He also indicated that he would give away a free flashlight to everyone at the meeting.

Mayor Eveleth thanked the City, County, and State police departments for their work in catching an armed robbery suspect over the weekend.

Councilmember Fox asked that Mason Street between Washington and Ball Streets be added to the street program for repair. Mayor Eveleth asked staff to examine that section of street and have the information available for the next meeting.

Councilmember Bailey announced that Community Cats of Owosso will be hosting a free cat shelter workshop January 29<sup>th</sup> in the City Hall Council Chambers. Everyone is welcome to attend and construct a free cat shelter.

### **CLOSED SESSION**

#### **Conduct of Closed Session**

Motion by Mayor Pro-Tem Osika to meet in Closed Session under section 8(h) of the Open Meetings Act to discuss a legal memorandum from the City Attorney that is subject to attorney-client privilege under section 13(1)(g) of the Freedom of Information Act.

Motion supported by Councilmember Fox.

Roll Call Vote.

AYES: Councilmembers Greenway, Law, Bailey, Fox, Mayor Pro-Tem Osika, Councilmember Teich, and Mayor Eveleth.

NAYS: None.

**ADJOURNED TO CLOSED SESSION AT 7:44 P.M.**

**RETURNED TO OPEN SESSION AT 8:01 P.M.**

### **APPROVAL OF THE MINUTES OF CLOSED SESSION OF MARCH 21, 2016**

Motion by Councilmember Greenway to approve the Minutes of the Closed Session of March 21, 2016 as presented.

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

## **CITY MANAGER REPORT**

City Manager Donald D. Crawford detailed the latest Project Status Report for the Council.

Councilmembers Teich and Fox asked to see a “master plan” of all the streets that are targeted for maintenance as a result of the voter’s approval of a \$10 million street bond. City Manager Crawford suggested the overall plan could be presented at the upcoming 5<sup>th</sup> Monday meeting along with information on how special assessment projects work.

## **CONSENT AGENDA**

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

**Change Order No. 1 – North Street Culvert Design & Engineering Construction Services Contract.**  
Authorize Change Order No. 1 to the North Street Culvert Design & Engineering Construction Services Contract with Spicer Group Inc. for additional construction administration services from Spicer Group Inc. causing the necessary change of \$11,947.00 as follows:

### **RESOLUTION NO. 01-2017**

#### **AUTHORIZATION OF CHANGE ORDER NO. 1 TO THE NORTH STREET CULVERT DESIGN & ENGINEERING CONSTRUCTION SERVICES CONTRACT WITH SPICER GROUP, INC.**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with Spicer Group, Inc. on May 4, 2015 for Professional Engineering Services for the North Street Culvert Replacement Project; and

WHEREAS, the city of Owosso is obligated to fulfill construction oversight and quality control of the project as required by MDOT and FHWA; and

WHEREAS, the project required additional Professional Services of Spicer Group, Inc. to fulfill its obligations, and that Spicer Group, Inc. is willing to provide said additional services as set forth within the documents labeled Change Order No. 1.

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

- FIRST: The City of Owosso amends the contract with Spicer Group, Inc. for additional professional engineering services as detailed in Change Order No. 1.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 1 to Addendum 2015-01 to an Agreement for Professional Engineering Services between the City of Owosso and Spicer Group, Inc., increasing the total amount by \$11,947.00.
- THIRD: The accounts payable department is authorized to pay Spicer Group, Inc. for professional services work satisfactorily completed up to the amount of the initial contract of \$58,000.00, including Change Order No 1 in the amount of \$11,947.00, for a total of \$69,947.00.

FOURTH: The above expenses shall be paid from the FY2016-2017 Water Replacement Fund Account 591-901-972.000, and the FY2016-2017 Local Street Fund Account 203-451-818.000.

**Special Assessment District No. 2017-03.** Authorize Resolution No. 1 for Special Assessment District No. 2017-03 for Stewart Street from Chestnut Street to Chipman Street for street resurfacing as detailed below:

**RESOLUTION NO. 02-2017**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Stewart Street from Chestnut Street to Chipman Street:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

**Special Assessment District No. 2017-04.** Authorize Resolution No. 1 for Special Assessment District No. 2017-04 for Chipman Street from South Street to Stewart Street for street resurfacing as follows:

**RESOLUTION NO. 03-2017**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Chipman Street from South Street to Stewart Street:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

**Special Assessment District No. 2017-05.** Authorize Resolution No. 1 for Special Assessment District No. 2017-05 for Center Street from King Street to North Street for street resurfacing as detailed below:

**RESOLUTION NO. 04-2017**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:



**Center Street from King Street to North Street:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

**Special Assessment District No. 2017-06.** Authorize Resolution No. 1 for Special Assessment District No. 2017-06 for Chipman Street from Oliver Street to King Street for street resurfacing as follows:

**RESOLUTION NO. 05-2017**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Chipman Street from Oliver Street to King Street:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

**Special Assessment District No. 2017-07.** Authorize Resolution No. 1 for Special Assessment District No. 2017-07 for Chipman Street from Willow Springs Drive to Harding Avenue for street resurfacing as detailed:

**RESOLUTION NO. 06-2017**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Chipman Street from Willow Springs Drive to Harding Avenue:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

**Special Assessment District No. 2017-08.** Authorize Resolution No. 1 for Special Assessment District No. 2017-08 for Oliver Street from the Great Lakes Central Railroad crossing to Chipman Street for street resurfacing as follows:

**RESOLUTION NO. 07-2017**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Oliver Street from Great Lakes Central Railroad to Chipman Street:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

**Warrant No. 535.** Authorize Warrant No. 535 as follows:

Vendor	Description	Fund	Amount
Orchard Hiltz & McCliment Inc.	Engineering services for Cargill project payment	OBRA #8	\$32,488.50

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

**ITEMS OF BUSINESS**

**Rappuhn Property Buy-Back**

The Council was scheduled to consider authorizing a buy- back of Unit 55 of the Osburn Lakes Condominium project, commonly known as 1281 Holly Court. Mayor Eveleth announced the issue would not be resolved this evening and asked the Council to consider tabling the item.

Motion by Councilmember Teich to table the item to consider authorizing a buy- back of Unit 55 of the Osburn Lakes Condominium project, commonly known as 1281 Holly Court.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmembers Bailey, Fox, Law, Teich, Greenway, Mayor Pro-Tem Osika, and Mayor Eveleth.

NAYS: None.

**2016 Audit Acceptance**

Mayor Eveleth commended staff for a great job managing the City's finances.

Councilmember Teich sought clarification on the auditor's comment regarding staffing levels. City Manager Crawford explained that the auditors prefer a staffing level that allows for the complete separation of duties but that is not possible due to smaller size of the organization.

Motion by Councilmember Bailey to authorize the following resolution accepting and placing on file the City of Owosso Financial Report with Additional Information for the Fiscal Year Ended June 30, 2016.

**RESOLUTION NO. 08-2017**

**RESOLUTION ACCEPTING AND PLACING ON FILE  
THE CITY OF OWOSSO, MICHIGAN FINANCIAL REPORT  
WITH ADDITIONAL INFORMATION  
FOR THE FISCAL YEAR ENDED JUNE 30, 2016**

WHEREAS, the city of Owosso is required by the laws of the state of Michigan to annually have an independent audit performed in accordance with generally accepted auditing standards; and

WHEREAS, the city of Owosso employed Rehmann Robson LLC, certified public accountants, to audit the financial records of the city of Owosso and such audit has been completed and is presented this date to the city council.

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

FIRST: The *City of Owosso, Michigan Financial Report with Additional Information for the Fiscal Year Ended June 30, 2016*, attached hereto and made a part hereof as Exhibit A, is hereby accepted and placed on file.

SECOND: A copy of the *City of Owosso, Michigan Financial Report with Additional Information for the Fiscal Year Ended June 30, 2016* will be maintained on file in the office of the city clerk for public examination, a copy will be placed in the Shiawassee District Library Owosso Branch for public examination, and copies will be sent to those required by law and agreement.

Motion supported by Councilmember Teich.

Roll Call Vote.

AYES: Councilmembers Teich, Law, Fox, Bailey, Greenway, Mayor Pro-Tem Osika, and Mayor Eveleth.

NAYS: None.

**Brownfield Redevelopment Plan - District No. 18 Mueller Redevelopment Project**

Motion by Councilmember Teich to approve the Brownfield Redevelopment Plan, including Reimbursement Agreement, for District No.18 – Mueller Redevelopment Project (Matthews Building), located at 300 West Main Street as follows:

**RESOLUTION NO. 09-2017**

**RESOLUTION APPROVING A BROWNFIELD PLAN  
“DISTRICT #18, MUELLER REDEVELOPMENT PROJECT”  
FOR THE CITY OF OWOSSO PURSUANT TO AND IN ACCORDANCE  
WITH THE PROVISIONS OF ACT 381 OF THE**

## **PUBLIC ACTS OF THE STATE OF MICHIGAN OF 1996, AS AMENDED**

WHEREAS, the Brownfield Redevelopment Authority (the "Authority") of the City of Owosso, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"), has prepared and recommended for approval by the City of Owosso Council, a Brownfield Plan entitled "District #18, Mueller Redevelopment Project" (the "Plan"), pursuant to and in accordance with Section 13 of the Act, to be carried out within the Brownfield Redevelopment Zone (the "Zone"), said zone being the entire City and with said District #18 described as:

### **Parcel #050-470-024-001-00 300 West Main Street**

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, City of Owosso, Shiawassee County, Michigan.

And,

WHEREAS, the Owosso Brownfield Authority held a public hearing for District #18 on December 16, 2016 at its regular meeting to provided notice to and fully informed all taxing jurisdictions which are affected by the Financing Plan (the "Taxing Jurisdictions") about the fiscal and economic implications of the proposed Financing Plan, and the Council has previously provided to the Taxing Jurisdictions a reasonable opportunity to express their views and recommendations regarding the Financing Plan and in accordance with Sections 13 (10) and 14 (1) of the Act; and

WHEREAS, the Council has made the following determinations and findings:

- A. The Plan constitutes a public purpose under the Act;
- B. The Plan meets all of the requirements for a Brownfield Plan set forth in Section 13 of the Act;
- C. The proposed method of financing the costs of the eligible activities, as described in the Plan is feasible and the Authority has the ability to arrange the financing;
- D. The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act;
- E. The amount of captured taxable value estimated to result from the adoption of the Plan is reasonable; and

WHEREAS, as a result of its review of the Plan and upon consideration of their views and recommendations of the Taxing Jurisdictions, the Council desires to proceed with approval of the Plan.

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

**FIRST:** Plan Approved. It has theretofore determined that it is advisable, necessary and in the public interest to approve the Brownfield Plan for District #18 "Mueller Redevelopment Project." Pursuant to the authority vested in the Council by the Act, and pursuant to and in accordance with the provisions of Section 14 of the Act, the Plan is hereby approved in the form considered by the Council on January 3, 2017, and maintained on file in the office of the City Clerk.

**SECOND:** Severability. Should any section, clause or phrase of this Resolution be declared by the Courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.

**THIRD:** Repeals. All resolutions or parts of resolution in conflict with any of the provisions of this Resolution are hereby repealed.

Motion supported by Councilmember Fox.

Roll Call Vote.

AYES: Councilmembers Fox, Law, Teich, Bailey, Mayor Pro-Tem Osika, Councilmember Greenway, and Mayor Eveleth.

NAYS: None.

**Brownfield Redevelopment Plan - District No. 19 The 344 Project**

Motion by Councilmember Bailey to approve the Brownfield Redevelopment Plan, including Reimbursement Agreement, for District No.19 – The 344 Project (former Dollar General Building), located at 344 West Main Street as follows:

**RESOLUTION NO. 10-2017**

**RESOLUTION APPROVING A BROWNFIELD PLAN  
“DISTRICT #19, THE 344 BUILDING”  
FOR THE CITY OF OWOSSO PURSUANT TO AND IN ACCORDANCE WITH  
THE PROVISIONS OF ACT 381 OF  
THE PUBLIC ACTS OF THE STATE OF MICHIGAN OF 1996, AS AMENDED**

WHEREAS, the Brownfield Redevelopment Authority (the “Authority”) of the City of Owosso, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the “Act”), has prepared and recommended for approval by the City of Owosso Council, a Brownfield Plan entitled “District #19, The 344 Building” (the “Plan”), pursuant to and in accordance with Section 13 of the Act, to be carried out within the Brownfield Redevelopment Zone (the “Zone”), said zone being the entire City and with said District #19 described as:

**Parcel #050-120-006-008-00 344 West Main Street**

Lots 10 thru 15 West 132' lot 8 West 132' of South 18' lot 7 Block 6 Lucy L Comstock's addition including West 132' closed alley, City of Owosso, Shiawassee County, Michigan.

And,

WHEREAS, the Owosso Brownfield Authority held a public hearing for District #19 on December 16, 2016 at its regular meeting to provided notice to and fully informed all taxing jurisdictions which are affected by the Financing Plan (the “Taxing Jurisdictions”) about the fiscal and economic implications of the proposed Financing Plan, and the Council has previously provided to the Taxing Jurisdictions a reasonable opportunity to express their views and recommendations regarding the Financing Plan and in accordance with Sections 13 (10) and 14 (1) of the Act; and

WHEREAS, the Council has made the following determinations and findings:

- A. The Plan constitutes a public purpose under the Act;
- B. The Plan meets all of the requirements for a Brownfield Plan set forth in Section 13 of the Act;
- C. The proposed method of financing the costs of the eligible activities, as described in the Plan is feasible and the Authority has the ability to arrange the financing;
- D. The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act;
- E. The amount of captured taxable value estimated to result from the adoption of the Plan is reasonable; and

WHEREAS, as a result of its review of the Plan and upon consideration of their views and recommendations of the Taxing Jurisdictions, the Council desires to proceed with approval of the Plan.

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

FIRST: Plan Approved. It has theretofore determined that it is advisable, necessary and in the public interest to approve the Brownfield Plan for District #19 "The 344 Building." Pursuant to the authority vested in the Council by the Act, and pursuant to and in accordance with the provisions of Section 14 of the Act, the Plan is hereby approved in the form considered by the Council on January 3, 2017, and maintained on file in the office of the City Clerk.

SECOND: Severability. Should any section, clause or phrase of this Resolution be declared by the Courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.

THIRD: Repeals. All resolutions or parts of resolution in conflict with any of the provisions of this Resolution are hereby repealed.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

AYES: Councilmembers Fox, Bailey, Teich, Mayor Pro-Tem Osika, Councilmembers Law, Greenway, and Mayor Eveleth.

NAYS: None.

### **Naming of New Street**

The Council briefly discussed the naming of the new street that will serve the Sunoco, Cargill, Detroit Abrasives, and Coldiron properties.

Mayor Eveleth suggested selling the naming rights while Mayor Pro-Tem Osika suggested the street be named after former City Community Development Director Phil Hathaway for his foresight and hard work in preparing the property for redevelopment many years ago.

Motion by Mayor Pro-Tem Osika to authorize the following resolution naming the new street:

### **RESOLUTION NO. 11-2017**

#### **NAMING A NEW STREET IN THE CITY OF OWOSSO EXTENDING FROM CHIPMAN STREET APPROXIMATELY 1,600 FEET NORTHWESTERLY TO A CUL-DE-SAC AS HATHAWAY DRIVE**

WHEREAS, the city of Owosso, Michigan, has acquired property upon which a public street will be constructed; and

WHEREAS, the street will serve or potentially serve Sonoco, Cargill, Coldiron and Detroit Abrasives, which may have addresses upon the new street; and

WHEREAS, the new street running northwesterly from Chipman Street approximately 1,600 feet to a cul-

de-sac has been assigned no name to date.

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

FIRST: the new street running northwesterly from Chipman Street approximately 1,600 feet to a cul-de-sac shall be named Hathaway Drive.

SECOND: the Public Works Department is directed to work with Shiawassee County 911 and the United States Postal Service to prepare a numbering system for said street.

THIRD: the Michigan Department of Transportation be informed of the addition to the City's street system.

Motion supported by Councilmember Fox.

Roll Call Vote.

AYES: Councilmembers Bailey, Fox, Mayor Pro-Tem Osika, Councilmembers Greenway, Law, Teich, and Mayor Eveleth.

NAYS: None.

### **COMMUNICATIONS**

Parks & Recreation Commission. Minutes of November 22, 2016.

Planning Commission. Minutes of December 12, 2016.

### **CITIZEN COMMENTS AND QUESTIONS**

Eddie Urban, 601 Glenwood Avenue, spoke about his daughter being related to Mayor Eveleth.

Mayor Eveleth reminded everyone present that he would not be in attendance at the January 17<sup>th</sup> meeting and Mayor Pro-Tem Osika would be chairing the meeting.

### **NEXT MEETING**

Tuesday, January 17, 2017

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2018

### **ADJOURNMENT**

Motion by Councilmember Bailey for adjournment at 8:21 p.m.

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

Christopher T. Eveleth, Mayor

---

Amy K. Kirkland, City Clerk





## MEMORANDUM

---

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

---

**DATE:** January 13, 2017  
**TO:** City council  
**FROM:** City manager  
**SUBJECT:** Rappuhn property–1281 Holly Court

The Rappuhns purchased a lot from the city to construct their dream home only to discover that restrictions on the property (setbacks, wetlands, etc.) made it impossible to place their chosen dwelling upon the lot within the time frame for construction. The Rappuhns requested their money back (\$20,165.00) based on several arguments. The city refused to give the money back also based on several arguments, including innocent misrepresentations and mutual mistakes. Litigation would be costly to both the Rappuhns and the city of Owosso.

The Rappuhns and the city have negotiated a settlement by which the city will refund the purchase price (\$20,165.00) less expenses (\$4,474.38) incurred by the city and the Rappuhns will deed the property free from liens to the city. The Rappuhns will receive \$15,780.62. Attached are a quit claim deed and an agreement outlining the terms of the settlement. The Rappuhns have already accepted the terms of the proposed settlement and signed the documents. The action before Council this evening is acceptance of the settlement terms.

## QUIT CLAIM DEED

The Grantors, **JACK D. RAPPUHN and JUDITH L. RAPPUHN**, husband and wife, whose address is 1864 Big Bear Drive, Owosso, Michigan 48867 quit-claim(s) to **THE CITY OF OWOSSO**, a Michigan municipal corporation, of 301 West Main Street, Owosso, Michigan 48867, the following described premises, situated in the City of Owosso, County of Shiawassee and State of Michigan:


Unit 55, of OSBURN LAKES CONDOMINIUM, a Residential Site Condominium, according to the Master Deed thereof recorded in Liber 1069, page 159 of Shiawassee County Records, and designated as Shiawassee County Condominium Subdivision Plan No. 12, and any amendments thereto, together with an undivided interest in the common elements of said condominium as set forth in said Master Deed, and any amendments thereto, and as described in Act 59 of the Public Acts of Michigan of 1978, as amended.

for the sum of Fifteen Thousand Seven Hundred Eight and 62/100 (\$15,780.62) Dollars.

This Deed is given to terminate all interest conveyed in a Warranty Deed recorded in Liber 1210, Page 0834 of the Shiawassee County Records.

Dated this 10<sup>th</sup> day of JANUARY, 2017.

SIGNED BY:


SIGNED BY:   
\_\_\_\_\_  
Jack D. Rappuhn

Judith L. Rappuhn  
Judith L. Rappuhn

STATE OF MICHIGAN) ss.  
COUNTY OF SHIAWASSEE)

The foregoing instrument was acknowledged before me this 10<sup>th</sup> day of January, 2017,  
by **JACK D. RAPPUHN and JUDITH L. RAPPUHN**, husband and wife.

igned before me this 10<sup>th</sup> day of JANUARY, 2017,  
**APPUHN**, husband and wife.

  
LYNN D. BOWNE, Notary Public  
 Shiawassee County, Michigan  
 My Commission Expires: 10-2-21  
 Acting in Shiawassee County, Michigan

PREPARED BY & RETURN TO:  
William C. Brown P 33871  
Attorney at Law  
114 East Main Street, Suite 218  
Owosso, Michigan 48867

SEND SUBSEQUENT TAX BILLS TO:  
City of Owosso  
301 West Main Street  
Owosso, Michigan 48867

TAX PARCEL  
050-751-000-055-00

PROPERTY ADDRESS IS:  
1281 Holly Court  
Owosso, Michigan 48867

## FORBEARANCE AGREEMENT AND RELEASE

This Forbearance Agreement and Release is entered into the 10<sup>th</sup> day of January, 2017, by and between **JACK D. RAPPUHN and JUDITH L. RAPPUHN**, his wife, whose address is 1864 Big Bear Drive, Owosso, Michigan 48867, ("Rappuhns") and **THE CITY OF OWOSSO**, a Michigan municipal corporation, of 301 West Main Street, Owosso, Michigan 48867, ("City").

WHEREAS on or about May 14, 2015, Rappuhns purchased a vacant lot from the City commonly known as 1281 Holly Court, Owosso, Michigan 48867;

WHEREAS Rappuhns have requested that the City return a portion of the purchase price and accept delivery of a Quit Claim Deed of the real property back to the City because it is their opinion that they were not able to build their desired home on the lot; and

WHEREAS the City accepts no responsibility for the inability of the Rappuhns to build their desired home on the lot but wishes to accommodate the request of the Rappuhns as a matter of goodwill.

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

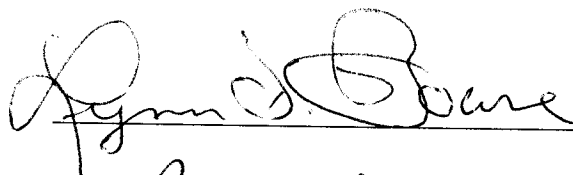
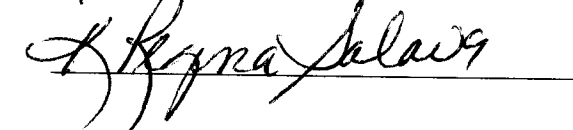
1. That in exchange for the repayment of \$15,780.62 and acceptance of a Quit Claim Deed for the property commonly known as 1281 Holly Court, Owosso, Michigan 48867, the Rappuhns hereby forever release the City, its elected officials, employees and agents, and expressly Kori Shook and Century 21 Looking Glass Realty, for any and all claims arising from their purchase of 1281 Holly Court, Owosso, Michigan 48867.

2. That the Rappuhns hereby agree to forbear from any and all claims against Kori Shook and Century 21 Looking Glass Realty for commissions and other compensation arising from the sale/purchase of 1281 Holly Court, Owosso, Michigan 48867.

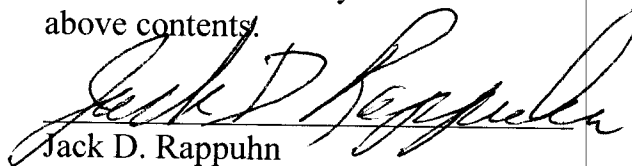
3. It is further understood and agreed that the payment of said amount is not to be construed as an admission of liability on the party of the City, its elected officials, employees and agents, and expressly Kori Shook and Century 21 Looking Glass Realty; liability being expressly denied by them.

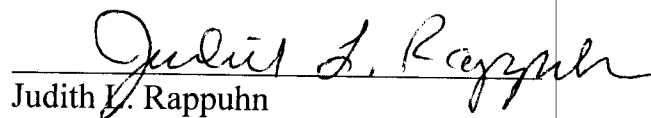
4. All agreements and understandings between the parties are embodied and expressed in this agreement and the terms of this release are contractual.

WITNESSES:

  
\_\_\_\_\_  
  
\_\_\_\_\_

I have read and fully understand the above contents.

  
\_\_\_\_\_  
Jack D. Rappuhn

  
\_\_\_\_\_  
Judith L. Rappuhn

PREPARED BY:

William C. Brown P 33871  
Attorney at Law  
114 East Main Street, Suite 218  
Owosso, Michigan 48867  
(989)729-0071



## MEMORANDUM

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**DATE:** January 11, 2017

**TO:** Mayor Eveleth and the Owosso City Council

**FROM:** Glenn M. Chinavare, Utility Director

**SUBJECT:** Hintz Well Access Road Reconstruction

### RECOMMENDATION:

Authorization to enter into a construction services agreement with Perrin Construction Company of Durand, Michigan. And approval of Amendment No. 1 waiving the performance bond requirement and extending the completion date 45 days.

### BACKGROUND:

The Hintz Road Well is on city of Owosso property located at 1261 N. Hintz Road in Caledonia Township. The original access drive, which is approximately 300 feet long and 20 foot wide, is over grown with trees and other noxious vegetation and not passable for maintenance vehicles to the larger portion of city property where the well field is located. Access to the well field is currently on a 2-track lane on private property, which runs parallel to the city property. This 2-track needs to be abandoned for liability purposes, and the original access drive needs restoration to support maintenance vehicles as well as heavy drilling equipment expected to begin drilling in 2017. The existing well is no longer producing and must be replaced with a new well on site.

In addition, the near 300 foot long access drive from Hintz Road to the well-field is where the raw water main is located. Access to this water main, unimpeded by trees and vegetation, is necessary for proper maintenance.

Further, improvement to the Hintz Road well-field is a recommendation made by the Michigan Department of Environmental Quality during its 2014 Sanitary Survey and inspection of operations.

Bids for this project were very competitive as can be seen from the Bid Tabulation, ranging from \$18,000.00 to \$60,707.50. The three lowest bids are from local companies the city has had good experience with. The low responsible bid is from Perrin Construction in the amount of \$18,000.00.

In light of the fact the bid amount is reasonable and the city has had a positive working relationship with the firm providing the low bid a waiver of the performance bond requirement is suggested. A 45-day extension of the original January 31<sup>st</sup> completion deadline is also recommended to provide the firm with some flexibility when inserting the project into their schedule.

### FISCAL IMPACTS:

Funds for the Hintz Road well project are provided in the FY2016-2017 Capital Budget totaling \$200,000.00. Funds in the amount of \$18,000.00 plus contingency in the amount of \$6,000.00 are requested for expenditure at this time from the Water Fund Account 591-901-977.000.

Document originated by: Glenn M. Chinavare, Director of Public Services

Attachment: (1) Resolution  
(2) Bid Tab

**RESOLUTION NO.**

**AUTHORIZING A CONSTRUCTION SERVICES AGREEMENT,  
CONTRACT AMENDMENT NO. 1, AND PAYMENT TO  
PERRIN CONSTRUCTION CO., INC. OF DURAND, MICHIGAN  
FOR RECONSTRUCTION OF THE HINTZ ROAD WELL-FIELD ACCESS DRIVE**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Water Replacement Fund for the reconstruction of an access drive on city of Owosso property located at 1261 North Hintz Road, and

WHEREAS, reconstruction of the access drive is intended to restore the original conveyance providing necessary access for maintenance vehicles to the Hintz Road Well-Field , and

WHEREAS, the City Director of Public Services received competitive bids from eight (8) construction contractors, and recommends Perrin Construction Co., Inc. as the low, responsible, and responsive bidder to provide the construction services in the amount of \$18,000.00; and

WHEREAS, due to the lower than expected project amount the City suggests a waiver of the performance bond required by the bid documents in favor of withholding payment on the project until such time as the project is completed and accepted by the city of Owosso, and

WHEREAS, unforeseen interruptions have delayed award of the bid necessitating an extension of the deadline for completion noted in the bid documents by 45 days.

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

FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with Perrin Construction Co., Inc. for the reconstruction of the Hintz Road well-field access drive.

SECOND: It is further determined that it is advisable, necessary and in the public interest to waive the performance bond requirement and to extend the completion deadline for the project by 45 days.

THIRD: The mayor and city clerk are instructed and authorized to sign the documents substantially in the form attached:

Exhibit A – Contract for Construction Services between the city of Owosso, Michigan and Perrin Construction Co., Inc. in the amount of \$18,000.00; and

Exhibit B – Amendment No. 1 to the Hintz Road Well Access Drive Reconstruction Contract, waving the performance bond requirement and extending the completion deadline by 45 days.

FOURTH: The accounts payable department is authorized to submit payment to Perrin Construction Co., Inc. in the amount of \$18,000.00, plus contingency expense in the amount of \$6,000.00, for a total amount of \$24,000.00 upon satisfactory completion of the work.

FIFTH: The above expenses shall be paid from the FY 2016-2017 Water Replacement Fund Account 591-901-977.000.

**EXHIBIT A**

**Contract for Construction Services**

**The City of Owosso**

**and**

**Perrin Construction Co., Inc.**

**Hintz Road Well Access Drive Reconstruction**

**January 2017**

## **CONTRACT**

THIS AGREEMENT is made on January \_\_\_\_, 2017 between the CITY OF OWOSSO, a Michigan municipal corporation, 301 W. Main Street, Owosso, Michigan 48867 ("city") and PERRIN CONSTRUCTION CO., INC. ("contractor"), a Michigan company, whose address is 8888 E. Lansing Road, Durand, Michigan 48429.

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

### **ARTICLE I - SCOPE OF WORK**

The contractor agrees to furnish all of the materials, equipment and labor necessary and to abide by all the duties and responsibilities applicable to it for the project entitled "Hintz Road Well Access Drive Reconstruction", in accordance with the requirements and provisions of the following documents, including all written modifications incorporated into any of the documents, which are incorporated as part of this contract:

- Bid Documents
- Bid Proposal
- Contract and Exhibits
- Bonds, if required

### **ARTICLE II - THE CONTRACT SUM**

(A) The city shall pay to the contractor for the performance of the contract, the unit prices as given in the bid forms not to exceed eighteen thousand dollars (\$18,000.00). No additional work shall be performed unless a change order is issued by the city.

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

### **ARTICLE III – ASSIGNMENT**

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

### **ARTICLE IV - CHOICE OF LAW**

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

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

### **ARTICLE V - RELATIONSHIP OF THE PARTIES**

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

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



## **ARTICLE VI – NOTICE**

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

## **ARTICLE VII - INDEMNIFICATION**

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

## **ARTICLE VIII - ENTIRE AGREEMENT**

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

FOR CONTRACTOR

By \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

THE CITY OF OWOSSO

By \_\_\_\_\_

Its: Christopher T. Eveleth, Mayor

Date:

By \_\_\_\_\_

Its: Amy K. Kirkland, City Clerk

Date:

EXHIBIT B

**AMENDMENT NO. 1 TO  
A CONTRACT FOR CONSTRUCTION SERVICES WITH  
PERRIN CONSTRUCTION CO., INC.  
FOR THE HINTZ ROAD WELL ACCESS DRIVE RECONSTRUCTION PROJECT**

This amendment is attached and made part of the contract for construction services for the Hintz Road Well Access Drive Reconstruction project, authorized by City Council January 17, 2017, between the city of Owosso, Michigan (City) and Perrin Construction Co., Inc. (Contractor).

**HINTZ ROAD WELL ACCESS DRIVE RECONSTRUCTION PROJECT**

PROJECT SCOPE OF WORK

The project scope of work remains as stated in the original bid documents.

BONDING

The performance bond requirement is waived in favor of holding payment to the contractor until satisfactory completion of the project.

SCHEDULE

The schedule for the project is amended as follows:

All work is to be completed by March 17, 2017.

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

For the Contractor:

By: \_\_\_\_\_

Its: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Executed: \_\_\_\_\_, 2017

For the City:

By: \_\_\_\_\_

Christopher T. Eveleth, Mayor

By: \_\_\_\_\_

Amy K. Kirkland, City Clerk

Executed: \_\_\_\_\_, 2017

## CITY OF OWOSSO BID TABULATION SHEET

DATE 12/15/2016DEPT. WATER

PAGE 1 OF 3

SUBJECT: HINTZ WELL ACCESS ROAD

				PERRIN CONSTRUCTION COMPANY		SUMBERA EXCAVATING INC		GLAESER DAWES CORPORATION	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	ACCESS ROAD	1	EA	\$ 18,000.00	\$ 18,000.00	18,900.00	\$ 18,900.00	\$ 19,200.00	\$ 19,200.00
TOTAL BID				\$ 18,000.00		\$ 18,900.00		\$ 19,200.00	
TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:				\$ 18,000.00		\$ 18,900.00		\$ 20,352.00	

DEPT.

HEAD: Glenn Chinavare

GENERAL LIABILITY INSURANCE

EXPIRATION DATE: 9-1-17

AWARDED: \_\_\_\_\_

PURCH.

AGENT: \_\_\_\_\_

WORKERS COMPENSATION INSURANCE

EXPIRATION DATE: 9-1-17

COUNCIL

APPROVED: \_\_\_\_\_

STAFF

REC.: Perrin Construction

SOLE PROPRIETORSHIP

EXPIRATION DATE: —

PO NUMBER: \_\_\_\_\_

## CITY OF OWOSSO BID TABULATION SHEET

DATE 12/15/2016

DEPT. WATER

PAGE 2 OF 3

SUBJECT: HINTZ WELL ACCESS ROAD

				CENTRAL EXCAVATING LLC		LA CONSTRUCTION CORPORATION		J & V EXCAVATING INC.	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	ACCESS ROAD	1	EA	\$ 27,000.00	\$ 27,000.00	29,500.00	\$ 29,500.00	\$ 31,000.00	\$ 31,000.00
						(2) BID PROPOSALS SUBMITTED. THE SECOND ONE WAS FOR \$26,900.00		NO BID BOND SUBMITTED	
TOTAL BID				\$	27,000.00	\$	29,500.00	\$	31,000.00
TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:				\$	28,620.00	\$	31,270.00	\$	32,395.00

## CITY OF OWOSSO BID TABULATION SHEET

DATE 12/15/2016

DEPT. WATER

PAGE 3 OF 3

SUBJECT: HINTZ WELL ACCESS ROAD

				ZITO CONSTRUCTION CO.		F & V CONSTRUCTION			
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	ACCESS ROAD	1	EA	\$ 39,800.00	\$ 39,800.00	60,707.50	\$ 60,707.50		\$ -
TOTAL BID				\$	39,800.00	\$	60,707.50	\$	-
TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:				\$	42,188.00	\$	63,207.50		



## MEMORANDUM

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

**DATE:** January 12, 2017  
**TO:** Mayor Frederick and the Owosso City Council  
**FROM:** Glenn M. Chinavare, Utility Director  
**SUBJECT:** Storm Sewer Cleaning, Inspection, and PACP Coding

### RECOMMENDATION:

Authorization to issue Addendum No. 1 to the professional services agreement with Safeway Transport Incorporated, of Romulus, Michigan, to perform cleaning, televising, and PACP coding of Storm Sewer Mains.

### BACKGROUND:

Storm sewer investigations are required to determine condition of infrastructure components, particularly for upcoming streets projects as well as known or suspected drainage issues. PACP coding will provide the necessary condition assessment of these mains to access the level of repair and/or replacement required.

Safeway Transport Incorporated was the low responsible bidder through a competitive process in 2016, and is experienced and skilled in providing these services.

### FISCAL IMPACTS:

The above recommended services in the amount of \$20,835.45, plus contingency of \$4,000.00 will be provided from the FY2016-2017 Local Street Fund Account 203-463-818.000 and Major Street Fund Account 202-463-818.000, for a total of \$24,835.45.

Document originated by: Glenn M. Chinavare, Utility Director

Attachment: (1) Proposed Resolution  
(2) Safeway Quote  
(3) Project Locations

**RESOLUTION NO.**

**AUTHORIZE SERVICE AGREEMENT ADDENDUM NO. 1 AND PAYMENT TO  
SAFEWAY TRANSPORT, INC.  
FOR CLEANING, TELEVISIONING, AND PACP CODING OF STORM SEWERS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted in the FY2016-2017 Local and Major Street Funds for the cleaning, inspection, and condition assessment of storm sewers at various locations in the city of Owosso, and

WHEREAS, the above services are necessary for assessing the level of repair and/or replacement of storm sewers in preparation for proposed street construction, and

WHEREAS, the Council approved a contract with Safeway Transport, Inc. for the cleaning of sanitary sewer mains in June 2016; and

WHEREAS, the City Director of Public Services recommends amending the existing contract with Safeway Transport, Inc. to add the above services as Addendum No.1.

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

- FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with Safeway Transport, Inc. of Romulus, Michigan for the cleaning, inspection, and PACP coding of storm sewers.
- SECOND: The accounts payable department is authorized to submit payment to Safeway Transport, Inc. in the amount of \$20,835.45, plus contingency expense in the amount of \$4,000.00, for a total amount of \$24,835.45 upon satisfactory completion of the additional work or a portion thereof.
- THIRD: The above expenses shall be paid from the FY 2016-2017 Local Street Fund Account 203-463-818.000 in amount of \$3,306.40, and Major Street Fund Account 202-463-818.000 in amount of \$17,529.05. Contingency expenses shall be apportioned as appropriate.

**ADDENDUM NO. 1 TO AN AGREEMENT  
FOR  
CONTRACT FOR SERVICES WITH  
SAFEWAY TRANSPORT, INC.**

This addendum is attached and made part of the Contract for Sanitary Sewer Cleaning Services dated June 20, 2016 between the city of Owosso, Michigan (City) and Safeway Transport, Inc. (Contractor).

**SANITARY SEWER CLEANING SERVICES**

**SCOPE OF WORK**

The City requests additional work in the form of cleaning, televising, and PACP coding of storm sewer mains as detailed on the attached Quote for Services.

**SCHEDULE**

The additional work must be completed by June 30, 2017.

**COMPENSATION**

The cost proposal of the Contractor for the additional work is detailed on the attached Quote for Services which totals \$24,835.45. The Contractor shall submit for payment as specified in the original contract.

FOR THE CONTRACTOR:

FOR THE CITY:

By: \_\_\_\_\_

By: \_\_\_\_\_

Christopher T. Eveleth  
Mayor

By: \_\_\_\_\_

By: \_\_\_\_\_

Amy K. Kirkland  
City Clerk

Executed: \_\_\_\_\_, 2017

Executed: \_\_\_\_\_, 2017

Approved by City Council January 17, 2017.



**SAFEWAY TRANSPORT, INC.**

**Mailing:**

**P.O. Box 1268**

**Lincoln Park, MI 48146**

[www.safewayenvironmental.com](http://www.safewayenvironmental.com)

---

**27980 Northline Road  
Romulus, MI 48174**

**Phone: (734) 992-8564**

**Fax: (734) 992-8576**

December 20, 2016

Mr. Glenn Chinavare  
Utility Dept.  
CITY OF OWOSSO  
301 W. Main  
Owosso, MI 48867

RE: Additional services

Glenn,

Enclosed please find the cost breakdown for the proposed additional work to be performed by Safeway Transport, Inc. relative to cleaning and CCTV work.

The proposed amount for this project is \$20,835.45

If you have any questions, please don't hesitate to contact me.

Sincerely,  
SAFEWAY TRANSPORT, INC.

*Frank Uhse*

Frank Uhse  
Senior Account Manager

Enc.

**Quote for Services**

Page 2 of 2

8-Dec-16		PIPE SIZES AND ESTIMATED LENGTHS								
PIPE DIAMETER	10"	12"	15"	18"	21"	24"	TOTAL	CLEAN	TV	CLASS
WORK SITES:										
CHIPMAN: WILLOW SPRINGS TO HARDING			250	300			550	\$539.00	\$467.50	MAJOR
DEWEY: MAIN TO OLIVER		390		330	350		1070	\$929.60	\$909.50	MAJOR
HANOVER: HARDING TO MARION	170		800				970	\$731.00	\$824.45	LOCAL
KING: SEVENTH TO ADA		1315	400				1715	\$1,286.20	\$1,457.75	MAJOR
SEVENTH: KING, SOUTH	340	160					500	\$340.00	\$425.00	MAJOR
CLARK: KING, SOUTH	970						970	\$659.60	\$824.45	LOCAL
NORTH: WATER TO WASHINGTON		320	330				650	\$442.00	\$552.50	MAJOR
NORTH: KRUST, EAST			240	260	400		900	\$882.00	\$765.00	MAJOR
OLMSTEAD: WEST TO CHIPMAN		1300					1300	\$884.00	\$1,105.00	LOCAL
STEWART: CHESTNUT TO CHIPMAN	380	250	1750			257	2637	\$2,461.65	\$2,241.45	MAJOR
CHIPMAN: HENRY, SOUTH						280	280	\$350.00	\$238.00	MAJOR
CHIPMAN: HERMAN TO HIRAM		240	70				310	\$231.80	\$263.50	MAJOR
SUMMIT: BRANDON TO NORTH		550	100				650	\$472.00	\$552.50	LOCAL
TOTALS	1860	4525	3940	890	750	537	12502	\$10,208.85	\$10,626.60	
LOCAL STREET TOTAL									\$3,306.40	
MAJOR STREET TOTAL									\$17,529.05	
<b>GRAND TOTAL</b>									<b>\$20,835.45</b>	



## MEMORANDUM

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

**DATE:** January 12, 2017  
**TO:** Mayor Eveleth and the Owosso City Council  
**FROM:** Glenn M. Chinavare, Utility Director  
**SUBJECT:** No.1 Screw Pump Gear Box Reducer - Wastewater Treatment Facility

### RECOMMENDATION:

Authorization to purchase one each gear reducer and associated assembly components from AAB Global of Walled Lake, Michigan, for restoration of one of No.1 screw pump at the Wastewater Treatment Plant.

### BACKGROUND:

The Wastewater Treatment Plant employs three (3) influent screw pumps to receive and move incoming raw wastewater flows to the treatment processes. Each screw pump uses a 40 HP motor and gear box reducer to turn the individual screw pumps. The existing gear reducer (Sumitomo-brand) has a history of failure at 5 year intervals, when service life should be 10 - 15 years before major repairs. This particular gear reducer was installed in 2011, and is showing rapid deterioration. Replacement components are now specified as Dodge-Baldor, which are reported to have better longevity.

Bids for providing the replacement gear reducer and assembly components were received as follows:

Lakeside Equipment Company of Bartlett, Illinois	\$10,364.00
Alammeth Trading & Marketing Co. of Sterling Height, MI	\$10,726.80
Applied Industrial Technologies of Lansing, Michigan	\$10,576.82
Binkelman of Saginaw, MI	\$10,153.00
Motion Industries of Birmingham, Alabama	\$9,546.68
AAB Global of Walled Lake, MI	\$9,486.10

This is a purchase of components only, as installation will be performed by city personnel.

### FISCAL IMPACTS:

Equipment expense in the amount of \$9,486.10, plus contingency of \$1,000.00 will be provided from the FY2016-2017 Capital Budget replacement fund 599-901-977.000.

Document originated by: Glenn M. Chinavare, Utility Director

Attachment: (1) Resolution  
(2) Bid Tab

**RESOLUTION NO.**

**AUTHORIZING A PURCHASE ORDER FOR THE PURCHASE  
OF ONE GEAR REDUCER AND ASSEMBLY COMPONENTS  
FOR THE WASTEWATER TREATMENT PLANT  
FROM AAB GLOBAL, LLC**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Wastewater Plant Replacement Fund for the replacement of a screw pump gear box reducer in line with the plant's preventive maintenance program, and

WHEREAS, the existing gear reducer has not performed to the manufacturer's service life expectations, and it has been determined that replacement with original manufacturer components is more cost effective in the long-run; and

WHEREAS, bids were sought and the City Public Services Director has reviewed the bid proposals and verified the components needed to restore the screw pump to full capacity, and recommends bid award to All Around Basketball, L.L. C dba AAB Global, LLC for the provision of the required gear box reducer and associated assembly components in an amount not to exceed \$9,486.10, plus contingency installation components of up to \$1,000.00.

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

- FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with All Around Basketball, L.L. C dba AAB Global, LLC for the purchase of one Dodge-Baldor TA7315H25 screw pump gear box reducer and assembly components for use at the Wastewater Treatment Plant.
- SECOND: The contract between the city and AAB Global, LLC shall be in the form of a city purchase order and bid documents.
- THIRD: The accounts payable department is authorized to submit payment to AAB Global, LLC in an amount not to exceed \$9,486.10, plus a contingency in an amount not to exceed \$1,000.00, for a total of \$10,486.10.
- FOURTH: The above expenses shall be paid from account no. 599-901-977.000.

## CITY OF OWOSSO BID TABULATION SHEET

DATE 1/10/2017DEPT. WWTPSUBJECT: GEAR REDUCER REPLACEMENT PARTS

				AAB GLOBAL		MOTION INDUSTRIES		BINKELMAN	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	TA7315H25 REDUCER #907001	1			\$ 5,940.82		\$ 6,192.75		\$ 6,584.00
2	TA7315TBS BUSHING #907032	1			\$ 507.06		\$ 524.16		\$ 558.00
3	TA7315/8407RA ROD #907109	1			\$ 281.70		\$ 291.19		\$ 310.00
4	TA7315BS BS ASSY #907102	1			\$ 1,225.80		\$ 1,266.37		\$ 1,347.00
5	TA7315/8407 MM ASSY #907090	1			\$ 671.70		\$ 694.34		\$ 739.00
6	TA7315/8407BG GUARD #907096	1			\$ 559.02		\$ 577.87		\$ 615.00
7	FREIGHT/SHIPPING	1			\$ 300.00		\$ -		\$ -
				3-5 DAY DELIVERY		7-10 BUSINESS DAYS DELIVERY		8 BUSINESS DAYS DELIVERY	
TOTAL BID				\$ 9,486.10		\$ 9,546.68		\$ 10,153.00	

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

DEPT.

HEAD:

GENERAL LIABILITY INSURANCE

EXPIRATION DATE:

AWARDED:

PURCH.

AGENT:

WORKERS COMPENSATION INSURANCE

EXPIRATION DATE:

COUNCIL

APPROVED:

STAFF

REC.:

SOLE PROPRIETORSHIP

EXPIRATION DATE:

PO NUMBER:

## CITY OF OWOSSO BID TABULATION SHEET

DATE 1/10/2017DEPT. WWTPSUBJECT: GEAR REDUCER REPLACEMENT PARTS

				APPLIED INDUSTRIAL TECHNOLOGIES		ALAMMEH TRADING & MARKETING CO.		LAKESIDE EQUIPMENT CORP.	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	TA7315H25 REDUCER #907001	1			\$ 6,731.26		\$ 6,956.25		\$ 8,955.00
2	TA7315TBS BUSHING #907032	1			\$ 569.73		\$ 589.05		\$ 895.00
3	TA7315/8407RA ROD #907109	1			\$ 316.51		\$ 327.60		\$ 605.00
4	TA7315BS BS ASSY #907102	1			\$ 1,376.49		\$ 1,422.75		\$ 2,031.00
5	TA7315/8407 MM ASSY #907090	1			\$ 954.72		\$ 780.15		\$ 1,462.00
6	TA7315/8407BG GUARD #907096	1			\$ 628.11		\$ 651.00		\$ 1,047.00
7	FREIGHT/SHIPPING	1			\$ -		\$ -	SET OF BELTS, SHEAVES AND BUSHINGS	\$ 907.00
				5-10 BUSINESS DAY DELIVERY		COMPONENTS HAVE VARIOUS LEAD TIMES		3-4 WEEK LEAD TIME	
TOTAL BID				\$ 10,576.82		\$ 10,726.80		\$ 15,902.00	

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:



## Warrant 536

### January 10, 2017

Vendor	Description	Fund	Amount
Logicalis, Inc.	Network engineering- December 2016	General	\$5,488.00
Owosso Charter Township	Owosso Twp 2011 Water Agreement payment- 10/1/16-12/31/16	Water	\$9,141.90
Caledonia Charter Township	Caledonia Utility Fund payment- 10/1/16-12/31/16	Water	\$21,864.57
Hach Company	WWTP-Composite sampler	WWTP	\$6,171.90
William C. Brown, P.C.	Professional services- 12/13/16-1/9/17	General	\$7,764.12
Safebuilt, Inc.	Building department services- December 2016	General	\$10,400.00
Total			\$60,830.49

CHECK REGISTER FOR CITY OF OWOSSO  
CHECK DATE FROM 12/01/2016 - 12/31/2016

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)					
12/09/2016	1	127749	MICHIGAN MUNICIPAL LEAGUE	REFUND	\$ 38.84
12/09/2016	1	127750	AFLAC	PAYROLL DEDUCTION-AFLAC PREMIUM	\$ 391.34
12/09/2016	1	127751	H K ALLEN PAPER CO	SUPPLIES	\$ 322.00
12/09/2016	1	127752	AMERICAN WATER WORKS ASSOCIATION	MEMBERSHIP-GLENN CHINAVARE	\$ 1,781.00
12/09/2016	1	127753	APEX SOFTWARE	MAINTENANCE RENEWAL-1/1/17-1/1/18	\$ 470.00
12/09/2016	1	127754	LOREEN F BAILEY	VET FEES-PAID BY DONATIONS	\$ 172.00
12/09/2016	1	127755	BLUMERICH COMMUNICATIONS SERVICE	OFD-REPAIR	\$ 996.00
12/09/2016	1	127756	J D CANDLER ROOFING COMPANY INC	WWTP-INSPECT & REPAIR ROOFING	\$ 1,985.00
12/09/2016	1	127757	CENTRAL MICHIGAN DIESEL, INC.	PARTS	\$ 183.70
12/09/2016	1	127758	CONSUMERS ENERGY	GAS/ELECTRIC	\$ 37,244.57
12/09/2016	1	127759	TIMOTHY W CORDIER	DOZING AT HOPKINS LAKE DUMP SITE	\$ 1,700.00
12/09/2016	1	127760	CORDIER EXCAVATING	BD Bond Refund	\$ 50.00
12/09/2016	1	127761	JUDY ELAINE CRAIG	COURIER SERVICE	\$ 171.00
12/09/2016	1	127762	D & D TRUCK & TRAILER PARTS	PARTS	\$ 1,420.17
12/09/2016	1	127763	DELTA DENTAL PLAN OF MICHIGAN	JAN 2017-DENTAL INSURANCE PREMIUM	\$ 3,758.75
12/09/2016	1	127764	FIRST CONTRACTING INC	RENTAL REHAB PAYMENT	\$ 12,645.00
12/09/2016	1	127765	FISHER CHIPPEWA REDI-MIX, INC.	SIDEWALK REPAIR	\$ 350.00
12/09/2016	1	127766	GA HUNT	BD Bond Refund	\$ 50.00
12/09/2016	1	127767	H2O COMPLIANCE SERVICES INC	INSPECTION SERVICES FOR CROSS CONNECTION	\$ 698.75
12/09/2016	1	127768	HESCO	PARTS	\$ 592.92
12/09/2016	1	127769	HODGE GLASS SERVICE INC	PUBLIC SAFETY-DOOR REPAIR	\$ 348.40
12/09/2016	1	127770	HOME DEPOT CREDIT SERVICES	SUPPLIES/MATERIALS	\$ 369.95
12/09/2016	1	127771	INDEPENDENT NEWSPAPERS	EMPLOYMENT ADS	\$ 67.40
12/09/2016	1	127772	INTERNATIONAL CITY/COUNTY MANAGEMENT	MEMBERSHIP-DONALD CRAWFORD	\$ 724.00
12/09/2016	1	127773	INTERSTATE BILLING SERVICE INC	FLEET-PARTS	\$ 815.52
12/09/2016	1	127774	LAMPHERE'S	CITY HALL-BATHROOM DRAIN CLEAN	\$ 132.27
12/09/2016	1	127775	MICHAEL'S PLUMBING	BD Bond Refund	\$ 50.00
12/09/2016	1	127776	MICHIGAN MUNICIPAL EXECUTIVES	MEMBERSHIP-DONALD CRAWFORD	\$ 110.00
12/09/2016	1	127777	MISDU	PAYROLL DEDUCTIONS	\$ 1,480.45
12/09/2016	1	127778	MISS DIG SYSTEM, INC.	2017 MEMBERSHIP	\$ 1,011.13
12/09/2016	1	127779	SUSAN K MONTENEGRO	LUNCH REIMBURSEMENT	\$ 11.34
12/09/2016	1	127780	NEOFUNDS BY NEOPOST	POSTAGE	\$ 2,000.00
12/09/2016	1	127781	NORTHSIDE ANIMAL HOSPITAL	VET SERVICES-PAID BY DONATIONS	\$ 343.45
12/09/2016	1	127782	OWOSSO BOLT & BRASS CO	PARTS	\$ 163.97
12/09/2016	1	127783	POLICE OFFICERS LABOR COUNCIL	PAYROLL DEDUCTION-UNION DUES	\$ 854.25
12/09/2016	1	127784	PORTFOLIO RECOVERY ASSOCIATES LLC	GARNISHMENT	\$ 192.58
12/09/2016	1	127785	REPUBLIC SERVICES #237	DEC 2016-REFUSE SERVICE	\$ 814.17
12/09/2016	1	127786	SHIAWASSEE COUNTY CLERK	ELECTION CHARGES	\$ 5,950.17
12/09/2016	1	127787	SLC METER LLC	PARTS	\$ 650.00
12/09/2016	1	127788	SPARTAN STORES LLC	RETIREMENT CAKE-P SKUTT-PAID FOR BY EMPLOYEE DONATIONS	\$ 45.21
12/09/2016	1	127789	STATE OF MICHIGAN	AGRICULTURAL LIMING LICENSE RENEWAL	\$ 20.00
12/09/2016	1	127790	UNITED PARCEL SERVICE	SHIPPING FEES	\$ 10.03
12/09/2016	1	127791	VALLEY LUMBER	MATERIALS	\$ 95.52
12/09/2016	1	127792	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES	\$ 7,167.84
12/09/2016	1	127793	WATER ENVIRONMENT FEDERATION	MEMBERSHIP-GLENN CHINAVARE	\$ 141.00
12/09/2016	1	127794	WIN'S ELECTRICAL SUPPLY OF OWOSSO	SUPPLIES	\$ 1,104.38
12/09/2016	1	1756(A)	ALLMAX SOFTWARE INC	ANTERO SOFTWARE SUPPORT RENEWAL-12/1/16 -11/30/17	\$ 1,134.00



12/09/2016	1	1757(A)	MICHAEL LEVERE ASH	SCHOOL LIAISON OFFICER	\$	878.40
12/09/2016	1	1758(A)	BISBEE INFRARED SERVICES INC	WWTP/WTP-INFRARED ELECTRICAL INSPECTION	\$	500.00
12/09/2016	1	1759(A)	CAPITAL CONSULTANTS	ENGINEERING SERVICES	\$	7,351.38
12/09/2016	1	1760(A)	CENTRON DATA SERVICES, INC.	2016 WINTER TAX BILLS PRINTING/MAILING	\$	2,080.89
12/09/2016	1	1761(A)	D & G EQUIPMENT INC	PARTS	\$	331.98
12/09/2016	1	1762(A)	DALTON ELEVATOR LLC	CYLINDER RENTAL/SUPPLIES/OXYGEN	\$	522.23
12/09/2016	1	1763(A)	EJ USA INC	WATER PARTS	\$	2,221.28
12/09/2016	1	1764(A)	EMPLOYEE BENEFIT CONCEPTS INC	DECEMBER 2016-FSA ADMIN FEE	\$	105.00
12/09/2016	1	1765(A)	ETNA SUPPLY COMPANY	WATER PARTS	\$	1,588.52
12/09/2016	1	1766(A)	FASTENAL COMPANY	PARTS	\$	989.97
12/09/2016	1	1767(A)	FERGUSON ENTERPRISES INC	PVC SEWER PIPE	\$	1,035.30
12/09/2016	1	1768(A)	FISHBECK, THOMPSON, CARR & HUBER	ENGINEERING SERVICES	\$	514.00
12/09/2016	1	1769(A)	GILBERT'S DO IT BEST HARDWARE & APP	SUPPLIES	\$	186.87
12/09/2016	1	1770(A)	GOYETTE MECHANICAL	REPAIR SERVICES	\$	1,194.00
12/09/2016	1	1771(A)	GRAYMONT CAPITAL INC	WTP-BULK PEBBLE QUICKLIME	\$	6,168.67
12/09/2016	1	1772(A)	JCI JONES CHEMICALS, INC.	SODIUM HYPOCHLORITE	\$	3,348.76
12/09/2016	1	1773(A)	LAKESIDE EQUIPMENT CORPORATION	WWTP-UPPER BEARING ASSEMBLY FOR SCREW PUMP	\$	15,594.00
12/09/2016	1	1774(A)	LANSING UNIFORM CO.	PUBLIC SAFETY-UNIFORMS	\$	2,646.20
12/09/2016	1	1775(A)	LUDINGTON ELECTRIC, INC.	ELECTRICAL WORK	\$	1,216.38
12/09/2016	1	1776(A)	MCMASTER-CARR SUPPLY CO	SUPPLIES	\$	299.27
12/09/2016	1	1777(A)	MEMORIAL HEALTHCARE CENTER	OPD-LAB	\$	18.75
12/09/2016	1	1778(A)	MICHIGAN METER #3650	WATER METERS	\$	4,950.00
12/09/2016	1	1779(A)	MRG LABORATORIES	WWTP-GREASE ANALYSES	\$	375.00
12/09/2016	1	1780(A)	1ST CHOICE AUTO PARTS INC	PARTS/SUPPLIES	\$	387.21
12/09/2016	1	1781(A)	ORCHARD HILTZ & MCCLIMENT INC	ENGINEERING SERVICES	\$	11,329.50
12/09/2016	1	1782(A)	POLYDYNE INC	AF 4500 POLYMER	\$	1,937.50
12/09/2016	1	1783(A)	REEVES WHEEL ALIGNMENT, INC	VEHICLE REPAIRS	\$	1,320.87
12/09/2016	1	1784(A)	REVITALIZE LLC	2ND ADMIN DRAW-116 N WASHINGTON	\$	4,250.00
12/09/2016	1	1785(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	OPD-REPAIRS	\$	36.27
12/09/2016	1	1786(A)	ST JOHNS ANSWERING SERVICE INC	JANUARY 2017-TELEPHONE ANSWERING SERVICE	\$	75.00
12/09/2016	1	1787(A)	STECHSCHULTE GAS & OIL, INC.	FUEL PE 11/30/16	\$	3,854.48
12/09/2016	1	1788(A)	STOP STICK LTD	OPD-CORD REEL (2)	\$	72.00
12/09/2016	1	1789(A)	BRYAN GLEN THOMAS	ELECTRICAL INSPECTIONS	\$	500.00
12/09/2016	1	1790(A)	MICHAEL GENE WHEELER	SCHOOL LIAISON OFFICER	\$	896.70
12/19/2016	1	1791(E)	MUNICIPAL EMPLOYEES RETIREMENT SYSTEM	NOVEMBER 2016-CONTRIBUTIONS	\$	13,198.89
12/21/2016	1	127795	NOSIS, MELVINA R	REFUND	\$	25.41
12/21/2016	1	127796	OGINSKY, JUDITH	REFUND	\$	480.00
12/21/2016	1	127797	THE ACCUMED GROUP	NOVEMBER 2016-AMBULANCE BILLING SERVICES	\$	5,162.36
12/21/2016	1	127798	H K ALLEN PAPER CO	SLUPPLIES	\$	392.71
12/21/2016	1	127799	AMERICAN SOCIETY FOR PUBLIC ADMIN	2017 MEMBERSHIP-SUSAN MONTENEGRO	\$	147.00
12/21/2016	1	127800	AMERICAN SPEEDY PRINTING CENTERS	BUILDING DEPARTMENT STICKERS	\$	276.00
12/21/2016	1	127801	THE ARGUS PRESS	PRINTING OF LEGAL NOTICES ETC	\$	473.47
12/21/2016	1	127802	LOREEN F BAILEY	COUNCIL PAY	\$	110.00
12/21/2016	1	127803	BUSHEY RADIATOR & AUTOGLASS	RADIATOR FOR #27	\$	998.00
12/21/2016	1	127804	CIRCUIT BREAKER SERVICE	WWTP-GE 400 AMP BREAKER	\$	1,594.62
12/21/2016	1	127805	CONSUMERS ENERGY	GAS/ELECTRIC	\$	13,557.37
12/21/2016	1	127806	VOID		\$	-
12/21/2016	1	127807	CRAWFORD CONTRACTING INC	CONSTRUCTION SERVICES	\$	347,145.45
12/21/2016	1	127808	DAYSTARR COMMUNICATIONS	JANUARY 2017-PHONE AND BROADBAND INTERNET	\$	991.10
12/21/2016	1	127809	ELSTON, CYNTHIA	BOARD OF REVIEW REFUND	\$	595.73
12/21/2016	1	127810	CHRISTOPHER EVELETH	COUNCIL PAY AND MAYORAL STIPEND	\$	164.00
12/21/2016	1	127811	FIRST DUE FIRE SUPPLY	FIRE TURN OUT GEAR (2 SETS)	\$	4,206.87
12/21/2016	1	127812	BENJAMIN R FREDERICK	COUNCIL PAY AND MAYORAL STIPEND	\$	216.00

12/21/2016	1	127813	FRONTIER	TRAFFIC SIGNAL	\$	105.73
12/21/2016	1	127814	SALLYSUE GALE	BOARD OF REVIEW	\$	50.00
12/21/2016	1	127815	ELAINE GREENWAY	COUNCIL PAY	\$	150.00
12/21/2016	1	127816	HARBOR FREIGHT TOOLS	WWTP-SUPPLIES	\$	246.95
12/21/2016	1	127817	VOID	VOID	\$	-
12/21/2016	1	127818	INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS	MEMBERSHIPS-AMY KIRKLAND/ROXANE CRAMER	\$	260.00
12/21/2016	1	127819	JERRY L JONES	BOARD OF REVIEW	\$	50.00
12/21/2016	1	127820	KAR LABORATORIES INC	WASTEWATER ANALYSES	\$	195.00
12/21/2016	1	127821	TERRY KEMP	BOARD OF REVIEW	\$	50.00
12/21/2016	1	127822	KEYSTONE MANAGEMENT CONCEPTS	FALL EDUCATIONAL SEMINAR-MATT HARVEY	\$	386.80
12/21/2016	1	127823	DANIEL A. LAW	COUNCIL PAY	\$	30.00
12/21/2016	1	127824	LUPU, KENNETH AND LORI	BOARD OF REVIEW REFUND	\$	212.85
12/21/2016	1	127825	MEMORIAL MEDICAL ASSOCIATES	WWTP-HEP B VACCINE	\$	132.00
12/21/2016	1	127826	MICHIGAN MUNICIPAL EXECUTIVES	2017 MME WINTER INSTITUTE-SUSAN MONTENEGRO	\$	295.00
12/21/2016	1	127827	MICHIGAN MUNICIPAL RISK MANAGEMENT	BUILDING AND PROPERTY INSURANCE	\$	134,818.50
12/21/2016	1	127828	MICHIGAN WATER ENVIRONMENT ASSOCIATES	TIM GUYSKY REGISTRATION FEE-ASSET MGT	\$	130.00
12/21/2016	1	127829	MISDU	PAYROLL DEDUCTIONS	\$	1,480.45
12/21/2016	1	127830	MICHAEL O'LEARY	COUNCIL PAY	\$	90.00
12/21/2016	1	127831	VOID	VOID	\$	-
12/21/2016	1	127832	OWOSSO CHARTER TWP TREASURER	OWOSSO DRAIN ASSESSEMENTS	\$	1,515.62
12/21/2016	1	127833	PM ENVIRONMENTAL INC	QDOBA BROWNFIELD #16 OVERSITE AND MANAGEMENT	\$	4,169.76
12/21/2016	1	127834	PORTFOLIO RECOVERY ASSOCIATES LLC	PAYROLL DEDUCTION-GARNISHMENT	\$	192.58
12/21/2016	1	127835	RADISSON PLAZA HOTEL	2017 MME WINTER INSTITUTE HOTEL-SUSAN MONTENEGRO	\$	393.75
12/21/2016	1	127836	MIKE SELLECK	BOARD OF REVIEW	\$	50.00
12/21/2016	1	127837	GORDON R SETTLEMYRE	MEAL-12/16/16	\$	16.94
12/21/2016	1	127838	SHIAWASSEE COUNTY-REGISTER OF DEEDS	CARGILL	\$	90.00
12/21/2016	1	127839	SHIAWASSEE FAMILY YMCA	PAYROLL DEDUCTION-MEMBERSHIPS	\$	211.65
12/21/2016	1	127840	SHIAWASSEE UNITED WAY	EMPLOYEE CONTRIBUTIONS	\$	120.00
12/21/2016	1	127841	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE PREMIUM	\$	4,025.76
12/21/2016	1	127842	VOID	VOID	\$	-
12/21/2016	1	127843	STATE OF MICHIGAN	NORTH STREET OVER CORLETT CREEK ROAD IMPROVEMENTS	\$	4,043.33
12/21/2016	1	127844	VOID	VOID	\$	-
12/21/2016	1	127845	STATE OF MICHIGAN-DEPT OF T M & B	MIDEAL EXTENDED PRUCHASING PROGRAM	\$	230.00
12/21/2016	1	127846	STATE OF MICHIGAN	SEX OFFENDER REGISTRATION FEE	\$	30.00
12/21/2016	1	127847	STUMP, JEROME AND HELEN	BOARD OF REVIEW REFUND	\$	20.04
12/21/2016	1	127848	SUNGARD PUBLIC SECTOR INC	2017-OSSI-MFR CLIENT CITATION LICENSE FEES	\$	9,981.01
12/21/2016	1	127849	ROBERT J TEICH JR	COUNCIL PAY	\$	130.00
12/21/2016	1	127850	TERRY M BACK	WWTP-TIRE	\$	140.00
12/21/2016	1	127851	ULINE	WWTP-SHOULDER LENGTH POLY GLOVES (5)	\$	89.86
12/21/2016	1	127852	WALWORTH, ELMER AND KI WHISMAN-HURD	BOARD OF REVIEW REFUND	\$	1,165.50
12/21/2016	1	127853	DAVID A WILLIAMS	PLAN REVIEW	\$	900.00
12/21/2016	1	1792(A)	MICHAEL LEVERE ASH	SCHOOL LIAISON OFFICER	\$	1,189.50
12/21/2016	1	1793(A)	C & B AIR COMPRESSORS	WWTP-OIL AND AIR FILTERS	\$	413.00
12/21/2016	1	1794(A)	C D W GOVERNMENT, INC.	PARTS	\$	141.00
12/21/2016	1	1795(A)	DUPERON CORP	MECHANICAL CLEANING OFFINE BAR SCREENS	\$	21,677.50
12/21/2016	1	1796(A)	DUPERON LEASING & SALES INC	SCREENING EQUIPMENT LEASE	\$	1,815.00
12/21/2016	1	1797(A)	FASTENAL COMPANY	PARTS	\$	49.03
12/21/2016	1	1798(A)	FERGUSON ENTERPRISES INC	PARTS	\$	75.61
12/21/2016	1	1799(A)	BURTON D FOX	COUNCIL PAY	\$	150.00
12/21/2016	1	1800(A)	FRONT LINE SERVICES, INC.	OFD-VEHICLE REPAIRS	\$	6,569.19
12/21/2016	1	1801(A)	AMBER FULLER	BOARD OF REVIEW	\$	50.00
12/21/2016	1	1802(A)	GENERAL CODE LLC	UPDATES AND SUPPORT FOR LASERFICHE	\$	3,851.00
12/21/2016	1	1803(A)	GRAYMONT CAPITAL INC	WTP-BULK PEBBLE QUICKLIME	\$	5,976.31

12/21/2016	1	1804(A)	HACH COMPANY	TUNGSTEN LAMP TURBIDIMETER	\$	2,063.89
12/21/2016	1	1805(A)	KEMIRA WATER SOLUTIONS INC	WWTP-FERRIC CHLORIDE	\$	3,668.04
12/21/2016	1	1806(A)	LOGICALIS INC	NOV 2016-NETWORK ENGINEERING SERVICES	\$	7,056.00
12/21/2016	1	1807(A)	MCMMASTER-CARR SUPPLY CO	PARTS/SUPPLIES	\$	283.46
12/21/2016	1	1808(A)	MEMORIAL HEALTHCARE CENTER	OPD-DRUG SCREENS	\$	150.00
12/21/2016	1	1809(A)	MICHIGAN BUSINESS & PROFESSIONAL ASSOC	JANUARY 2017-COBRA ADMIN FEE	\$	50.00
12/21/2016	1	1810(A)	MOTION INDUSTRIES, INC.	WWTP-PARTS	\$	74.94
12/21/2016	1	1811(A)	OFFICE SOURCE	COUNCIL NAME PLATES & NAME TAGS	\$	361.85
12/21/2016	1	1812(A)	OFFICEMAX INC	SUPPLIES	\$	58.85
12/21/2016	1	1813(A)	RUBOB'S INC	NOV 2016-PUBLIC SAFETY DRY CLEANING	\$	288.25
12/21/2016	1	1814(A)	S L H METALS INC	WTP-STAND PIPE MATERIALS	\$	421.00
12/21/2016	1	1815(A)	SAFEBUILT MICHIGAN LLC	NOV 2016-BUILDING DEPARTMENT SERVICES	\$	11,000.00
12/21/2016	1	1816(A)	SIGNATURE AUTO GROUP	OPD-REPAIRS	\$	326.17
12/21/2016	1	1817(A)	STECHSCHULTE GAS & OIL, INC.	FUEL PE 12/15/16	\$	5,972.60
12/21/2016	1	1818(A)	MARTHA M STINSON	CONTRACT WORK FOR BUILDING DEPARTMENT	\$	512.50
12/21/2016	1	1819(A)	MICHAEL GENE WHEELER	SCHOOL LIAISON OFFICER	\$	1,349.63
12/29/2016	1	127854	TURNWALD JESSICA	UB refund for account: 4170140004	\$	26.64
12/29/2016	1	127855	HART WANNITTA	UB refund for account: 2240340008	\$	20.00
12/29/2016	1	127856	ARDELEAN RHONDA	UB refund for account: 3333070001	\$	34.41
12/29/2016	1	127857	MCCOY KRYSTAL	UB refund for account: 2628240003	\$	25.74
12/29/2016	1	127858	PASIK ANITA	UB refund for account: 2372640001	\$	28.20
12/29/2016	1	127859	SPENCER DICK	UB refund for account: 1120000001	\$	96.20
12/29/2016	1	127860	ROOT SANDRA/JASON	UB refund for account: 1380000011	\$	301.46
12/29/2016	1	127861	BECK MATHEW	UB refund for account: 1864000001	\$	17.18
12/29/2016	1	127862	CORELOGIC REAL ESTATE TAX SERVICE	REFUND	\$	1,061.97
12/29/2016	1	127863	INTERNATIONAL CITY/COUNTY MANAGEMENT	MEMBERSHIP-SUSAN MONTENEGRO	\$	552.00
12/29/2016	1	127864	LAMPHERE'S	REPLACEMENT OF LEAKING WATER LINES AT CITY HALL	\$	2,647.74
12/29/2016	1	127865	LERETA	REFUNDS	\$	1,438.94
12/29/2016	1	127866	MERIDIAN HEALTH PLAN MEDICAID	REFUND	\$	114.45
12/29/2016	1	127867	MICHIGAN MUNICIPAL TREASURERS ASSOC	MMTA-ANDREA SMITH	\$	49.00
12/29/2016	1	127868	NEXTEL COMMUNICATIONS	NOV 2016 -COMMUNICATION/EQUIPMENT CHARGE	\$	1,264.83
12/29/2016	1	127869	NORTHSIDE ANIMAL HOSPITAL	CAT CARE-PAID BY DONATIONS	\$	110.80
12/29/2016	1	127870	SUSAN J. OSIKA	COUNCIL PAY	\$	30.00
12/29/2016	1	127871	POSTMASTER	PERSONAL PROPERTY STATEMENTS	\$	96.65
12/29/2016	1	127872	STATE OF MICHIGAN	2017-NPSES ANNUAL PERMIT FEE	\$	5,500.00
12/29/2016	1	127873	STATE OF MICHIGAN	STATE OF MICHIGAN WITHHOLDING	\$	14,922.58
12/29/2016	1	127874	STATE OF MICHIGAN	WWTP-UST REGISTRATION FEE	\$	100.00
12/29/2016	1	127875	WELLS FARGO REAL ESTATE TAX SERVICE	REFUND	\$	364.12
12/29/2016	1	1820(A)	ASI ENVIRONMENTAL TECHNOLOGIES INC	EXCAVATION SHORING INSTALLATION PROJECT	\$	88,891.02
12/29/2016	1	1821(A)	BODMAN LLP	EMPLOYEE RELATIONS	\$	3,430.00
12/29/2016	1	1822(A)	DETROIT SALT COMPANY LLC	ROAD SALT	\$	15,872.84
12/29/2016	1	1823(A)	H2A ARCHITECTS INC	FACADE-123 N WASHINGTON	\$	520.00
12/29/2016	1	1824(A)	LUDINGTON ELECTRIC, INC.	ELECTRICAL WORK	\$	216.89
12/29/2016	1	1825(A)	NATIONAL VISION ADMINISTRATORS LLC	JANUARY 2017-VISION INSURANCE PREMIUM	\$	448.91
12/29/2016	1	1826(A)	PHYSICIANS HEALTH PLAN OF MID-MICH	HEALTH INSURANCE PREMIUM	\$	69,996.52
12/29/2016	1	1827(A)	Q2A ASSOCIATES LLC	PROFESSIONAL SERVICES	\$	2,653.75
12/29/2016	1	1828(A)	REHMANN ROBSON	JUNE 30, 2016 AUDIT	\$	22,600.00
12/29/2016	1	1829(A)	SPICER GROUP, INC.	ENGINEERING SERVICES	\$	12,533.79
12/29/2016	1	1830(A)	MARTHA M STINSON	CONTRACT WORK FOR BUILDING DEPARTMENT	\$	918.75
12/29/2016	1	1831(A)	BRYAN GLEN THOMAS	DEC 2016-ELECTRICAL INSPECTIONS	\$	500.00
12/29/2016	1	1832(A)	UNIQUE PAVING MATERIALS CORP	COLD PATCH	\$	4,868.04

1 TOTALS:

(5 Checks Voided)

Total of 199 Disbursements:	\$ 1,053,386.25
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Bank 10 OWOSSO HISTORICAL FUND

12/09/2016	10	4907	ROBERT V DORAN	SHOWCASE FOR CURWOOD CASTLE	\$ 212.00
12/09/2016	10	4908	GILBERT'S DO IT BEST HARDWARE & APP	CURWOOD CASTLE/GOULD HOUSE HOLIDAY DECOR	\$ 288.84
12/22/2016	10	4909	CONSUMERS ENERGY	514 WASHINGTON ST	\$ 270.98
12/22/2016	10	4910	DAYSTARR COMMUNICATIONS	CURWOOD CASTLE-JAN 2017-PHONE AND INTERNET	<u>\$ 87.71</u>

10 TOTALS:

Total of 4 Disbursements:	\$ 859.53
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Bank 2 TRUST & AGENCY

12/09/2016	2	6567	DOWNTOWN DEVELOPMENT AUTHORITY	REAL/PP COLLECTIONS	\$ 97.30
12/09/2016	2	6568	SHIAWASSEE COUNTY TREASURER	REAL/PP COLLECTIONS	\$ 4,023.87
12/09/2016	2	6569	SHIAWASSEE COUNTY TREASURER	TRAILER FEES-132 LOTS	\$ 330.00
12/09/2016	2	6570	SHIAWASSEE COUNTY TREASURER	DRAIN PAYMENTS	\$ 84.26
12/20/2016	2	6571	OWOSSO PUBLIC SCHOOLS	REAL/PP COLLECTIONS	\$ 267,059.27
12/20/2016	2	6572	SHIAWASSEE COUNTY TREASURER	REAL/PP COLLECTIONS	\$ 197,521.01
12/20/2016	2	6573	SHIAWASSEE DISTRICT LIBRARY	REAL/PP COLLECTIONS	<u>\$ 33,393.68</u>

2 TOTALS:

Total of 7 Disbursements:	\$ 502,509.39
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REPORT TOTALS:

(5 Checks Voided)

Total of 210 Disbursements:	\$ 1,556,755.17
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## **MEMORANDUM**

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301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ [WWW.CI.OWOSSO.MI.US](http://WWW.CI.OWOSSO.MI.US)

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**DATE:** January 13, 2017

**TO:** Mayor Eveleth and City Council

**FROM:** Susan Montenegro, Assistant City Manager/Director of Community Development

**SUBJECT:** Sale Approval – Auction Parcels. Consider approval of 300 S. Washington as listed in original auction list on May 12, 2016.

### **RECOMMENDATION:**

City council must decide on accepting or rejecting the bid received during the auction process to sell this particular city-owned lot.

### **BACKGROUND:**

City council voted to sell 27 various city-owned parcels through an online auction process. The auction started on March 28, 2016 and ended on May 12, 2016 in which all but four (4) parcels received bids. All of the lots have been closed on except the 300 S. Washington parcel and the Gould Street parcel. The highest bidder on both of these lots (the same person) refused to honor his bid price. Trust Thermal was the third highest bidder for the 300 S. Washington Street Parcel and is willing to honor their original bid price of \$8,580.00. (The second highest bidder is no longer interested in the parcel).

### **FISCAL IMPACTS:**

Selling of the lots will relieve the city of maintenance costs associated with this lot.

Document originated by: Susan Montenegro

**RESOLUTION NO.**

**AUTHORIZING THE SALE OF CITY-OWNED PROPERTY**

WHEREAS, the city owns a parcel of property located at 300 S. Washington Street, also known as parcel # 050-470-000-011-00; and

WHEREAS, the Owosso city council voted to sell the parcel listed above as part of a list of lots through an online auction ending on May 12, 2016; and

WHEREAS, the highest bidder for this parcel refused to honor his bid; and

WHEREAS, the second highest bidder is no longer interested in the property; and

WHEREAS, the third highest bidder, Trust Thermal Abatement, Inc., is willing to honor their original bid price of "\$8,580.00 for the parcel listed; and

WHEREAS, the parcel in question is of no use to the City and the City desires its sale; and

WHEREAS, the City Council authorized a 21-day posting period prior for the proposed sale at the meeting of March 11, 2016; and

WHEREAS, no citizen comments or other offers for the property were received during the posting period.

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

FIRST: the property be sold to Trust Thermal Abatement, Inc. for the bid price of \$8,580.00 in accordance with the terms of the Auction Listing Agreement entered into on March 7, 2016 with Sheridan Realty & Auction Company.

SECOND: the Mayor and City Clerk are instructed and authorized to execute appropriate documents to execute the sale.

THIRD: The city attorney is authorized to prepare the deeds for sale.



## AGREEMENT TO PURCHASE REAL ESTATE

On this 06 Day of JANUARY, 2017, I/we Trust Thermal Abatement, Inc.  
(PURCHASER), with notice address of 210 S WATER ST OWOSSO MI 48867 hereby offer and agree to  
purchase from CITY OF OWOSSO (SELLER), with notice address of 301 W MAIN ST OWOSSO MI  
for the sum of \$ 8580.00, that certain real estate which is located in OWOSSO City/Township, SHIAWASSEE  
County, Michigan, has a common address of 300 S WASHINGTON ST  
a Tax Parcel # of 050-470-000-011-00 and  
is legally described as Vacant Lot

This Agreement To Purchase Real Estate is subject to the following terms and conditions:

- PURCHASE PRICE.** The entire purchase price shall be paid in cash, at closing, in the form of Cashiers Check, Certified Funds or Bank Money Order.
- TAXES AND ASSESSMENTS.** Taxes will be treated as if they cover the calendar year in which they are first billed. Taxes first billed in years prior to the year of closing will be paid by Seller without proration. Taxes first billed in the year of closing will be prorated so that Seller will pay taxes from the first of the year to closing date; and the Purchaser will pay taxes for the balance of the year including the day of closing. Administrative fees are included in determining tax amounts. Assessments that are a lien against the property as of the date of closing will be paid by the Seller. Exceptions: \_\_\_\_\_
- SURVEY.** \_\_\_\_\_
- TITLE.** Seller shall furnish Purchaser, at Seller's expense, an Owner's Policy of Title Insurance, with standard exceptions, in the amount of the purchase price, insuring marketable title to the real estate. Issues of marketability shall be resolved by reference to Michigan Land Title Standards.
- CLOSING AND DEED.** The transaction shall be closed no later than FEBRUARY 20, 2017. It is agreed that time is of the essence of this Agreement. Upon payment of the purchase price, seller shall deliver a properly executed COVENANT deed to the Purchaser. Seller assumes risk of loss and damage only until closing.
- POSSESSION** shall be delivered to Purchaser ON or AT CLOSING.
- STRUCTURES, IMPROVEMENTS AND FIXTURES.** This Agreement to purchase includes all structures, improvements and permanent fixtures used in connection with said real estate and owned by the Seller. Exceptions: \_\_\_\_\_
- NO WARRANTIES.** Purchaser has inspected or has had an opportunity to inspect the real estate and with respect to this contract, is satisfied in all respects with the condition of the real estate, and with the availability of all necessary utilities and access. The Seller makes no representations or warranties of any kind whatsoever as to the condition, quality or serviceability of the real estate, for any particular purpose. Purchaser accepts the real estate, "AS IS", "WHERE IS". Purchaser is purchasing the property subject to any easements, leases, covenants, encumbrances and restrictions of record as well as any building, use or zoning laws and regulations.
- BINDING AGREEMENT.** This instrument sets forth the entire contract between the Purchaser and the Seller. If this instrument is accepted by the Seller, it shall be a Contract, binding upon and inuring to the benefit of both Purchaser and Seller, their heirs, successors, assigns and personal representatives and can be modified only by a written instrument signed by both the Purchaser and the Seller.
- EARNEST MONEY.** Purchaser hereby deposits \$ \_\_\_\_\_ as earnest money to be held in the Trust Account of SHERIDAN REALTY AND AUCTION COMPANY as part of the purchase price. If this offer is not accepted by the Seller within \_\_\_\_\_ days from the date of this Agreement or the conditions specified cannot be met, the earnest money is to be returned to the purchaser.
- DEFAULT.** In the event Purchaser defaults in the performance of this Agreement all earnest money deposits shall be forfeited to Seller as liquidated damages. Should seller default in the performance of this Agreement, Purchaser may receive an immediate refund of all earnest money deposits.
- EXHIBIT A.** This Agreement is subject to all terms and conditions set forth on that document entitled 'EXHIBIT A - TERMS AND CONDITIONS OF REAL ESTATE AUCTION', said Exhibit A is attached to and made part of this Agreement.
- AGENCY.** SHERIDAN REALTY AND AUCTION COMPANY AND THEIR AGENTS ARE ONLY AGENTS FOR THE SELLER.
- PURCHASER HAS BEEN ADVISED TO SEEK LEGAL COUNSEL TO INSURE THE PROVISIONS OF THIS AGREEMENT ARE BEING ADHERED TO AND THAT TITLE IS MARKETABLE.**
- Other Provisions:** \_\_\_\_\_

By: [Signature] - President, Dated: 1/9/17  
PURCHASER

Address of Purchaser: 210 S WATER ST OWOSSO MI 48867  
Phone of Purchaser: 517-712-0339  
Other Purchaser Information: \_\_\_\_\_  
An Earnest Money Deposit of \$ \_\_\_\_\_ has been received by Sheridan Real Estate And Auction Company.  
By: \_\_\_\_\_, Dated: \_\_\_\_\_

**ACCEPTANCE BY SELLER:** The above offer is hereby accepted. Sheridan Realty And Auction Company is authorized to hold all earnest money deposits until final closing of this transaction.

By: \_\_\_\_\_, its \_\_\_\_\_, dated: \_\_\_\_\_, SELLER

Address of Seller: 301 W MAIN ST OWOSSO MI 48867  
Phone of Seller: \_\_\_\_\_

Deed Conveyance as follows:

Name: \_\_\_\_\_  
Type of Ownership: \_\_\_\_\_  
Address: \_\_\_\_\_



## Exhibit A

### Terms and Conditions of Online Only Real Estate Auction

This **online only** auction is subject to seller confirmation and is a cash sale not contingent on or subject to financing, appraisal, survey, or inspections of any kind, as agreed to by bidders at registration prior to bidding and specified in the attached Agreement to Purchase Real Estate.

Once you place a bid, it cannot be removed, even if you have bid incorrectly. Please verify your bids before submitting.

Bidding increments are as follows:

\$200 - \$1000 = \$25

\$1,000 - \$10,000 = \$100

\$10,000 - \$25,000 = \$500

\$25,000 - \$500,000 = \$1,000

\$500,000 - \$1,000,000 = \$5,000

\$1,000,000 and up = \$10,000

A Buyer's Premium of 10% is added to the high bid with the buyer's premium being a minimum of \$750 dollars. Please take this into consideration when bidding. Example: Final bid price on a property is \$100,000. Add the 10% buyer's premium of \$10,000 to get a final price of \$110,000. This is the actual sales price that will be used on the purchase agreement, and the number upon which transfer tax and title insurance are based. At the close of the auction, the successful Bidder will be emailed an Agreement to Purchase Contract to be executed and returned to Sheridan Realty & Auction Co. within Forty Eight (48) hours.

Successful Bidders will deposit 10% of the sale price in the form of a cashier's check or wire transfer with Sheridan Realty & Auction Co. within Forty Eight (48) hours of the completion of the auction. The earnest money deposit is non-refundable. The entirety of the remaining balance is due at closing on or before Forty Five (45) days from Auction Day. Purchaser will be responsible for all wire transfers.

Per the Contract, time is of the essence; you should proceed to closing within Forty Five (45) days. Possession shall be given to the successful Buyer(s) at closing, and all closing fees charged by the Title Company are shared equally between Buyer(s) and Seller(s).

Successful Bidders not executing and returning their Contract with Earnest Money deposit within Forty Eight (48) hours of the conclusion of the auction will be considered in default. If your closing is delayed for any reason, by you, as purchaser, or other parties working on your behalf, including any lender you involve, you may be declared in breach of this contract, forfeit all deposits made, and could be additionally liable for any and all costs incurred by Seller and Sheridan Realty & Auction Co. incurred in a subsequent resale of the property.

Buyer(s) must be prepared to make a cash offer. There are no contingencies to this sale (i.e. financing, appraisal, repairs, or inspections). Therefore, you should be pre-qualified by a lender prior to bidding if you require financing. This property is being sold for cash "as-is, where-is" with a closing deadline.

Sheridan Realty & Auction Co. reserves the right to remove or cancel the bids and or bidding rights and privileges of any party at any time deemed not to be in the best interest of the seller. The identity of all bidders will be verified, bidding rights are provisional, and if complete verification is not possible, Sheridan Realty & Auction Co. will reject the registration, and bidding activity will be terminated.



Buyer acknowledges they are buying property "as-is, where-is", without inspections or contingencies, Buyer(s) will rely on his/her own judgment and inspection. By signing an offer, Buyer(s) will be waiving the 10 day lead based paint test.

Seller(s) will provide an owner's policy of title and convey title with a Covenant Deed unless the net purchase price to the seller is \$500 or less in which case the property will be conveyed by a Quit Claim Deed without title insurance.

It will be the buyer(s) responsibility to clear title to 602 Lingle St, 410 Monroe St, 425 Hamblin St and 429 Hamblin St. These properties require Quit Claim Deeds from previous owners or a court judgement from a quiet title action to clear title.

425 Hamblin St has environmental issues it is recommended that any potential buyer contact the Shiawassee County Health Department for details.

Sheridan Realty & Auction Co. and their representatives are Exclusive Agents of the Seller(s). Auctioneers and sales agents reserve the right to negotiate final sales price on behalf of the seller, or bid on behalf of the seller, if necessary.

Real Estate is sold subject to any and all existing matters of record, and all easements, building use or zoning laws and regulations. Properties that are rented are subject to Tenant's Rights. There are no security deposits for any properties. Taxes and assessments will be pro-rated to the closing date.

All Sheridan Realty & Auction Co. **Online Only** Real Estate Auctions are timed events that have an auto-extend feature. Any bid placed within 5 minutes of the auction ending will automatically extend the auction for 5 minutes from the time the bid is placed. *Example: If an auction scheduled to end at 6:00 pm receives a bid at 5:59 pm, the close time of the auction automatically extends to 6:05 pm.* The auto-extend feature remains active until no further bids are received within the 5 minute time frame.

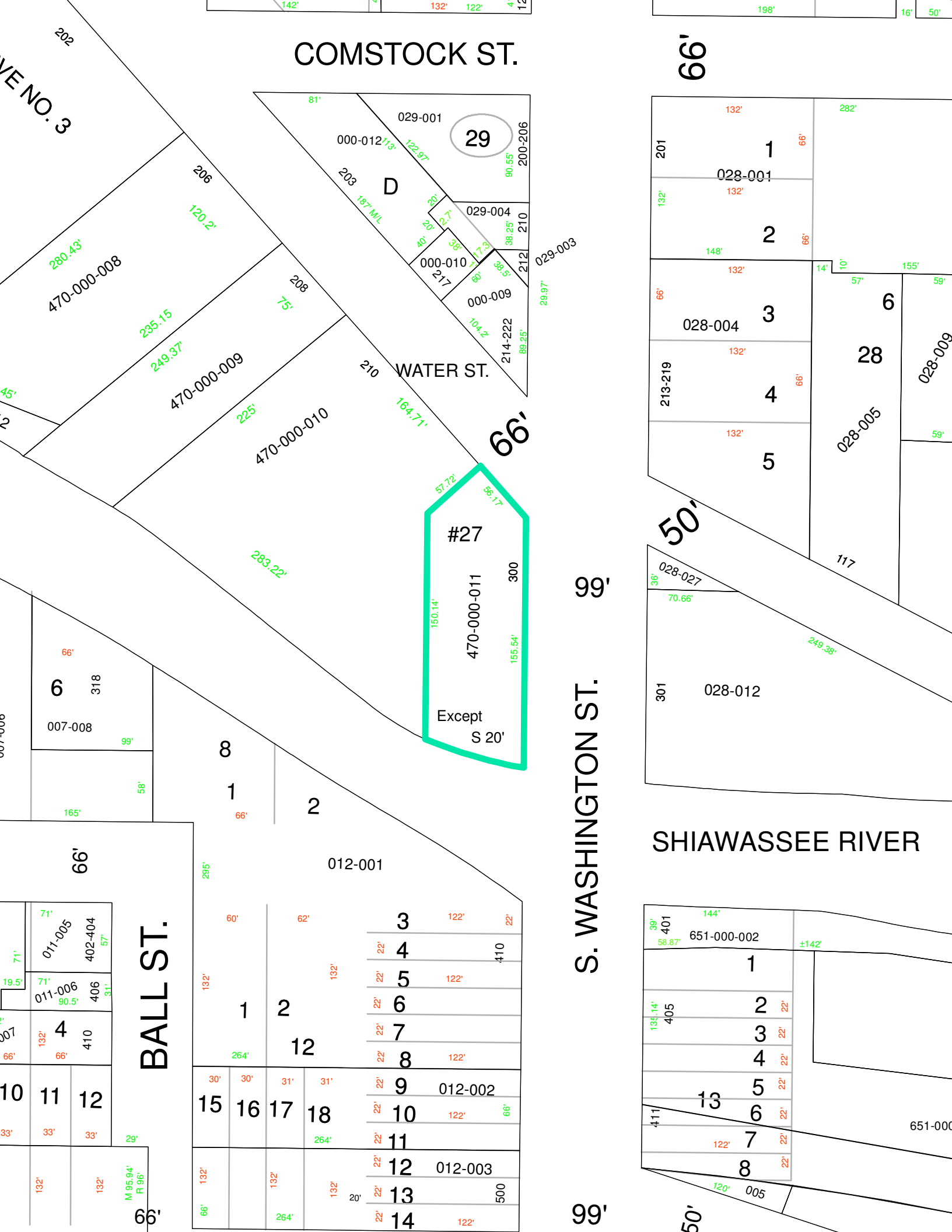
A two percent (2%) bid price commission is available to properly registered Brokers. You must pre-register your Buyers with Sheridan Realty & Auction Co. twenty four (24) hours before the end of the auction. Agents who fail to pre-register their Buyer will not be recognized as Buyer Agents and will not be entitled to a co-op commission. Broker cannot act as a Principal and Broker on the same transaction. Please review the form for eligibility.

The terms and covenants of the purchase agreement, including these additional terms (Exhibit A), shall survive closing and shall bind and the benefits shall inure to the heirs, successors, representative and assigns of the Parties.

Property Address:

Buyer Signature(s):  \_\_\_\_\_ PRESIDENT \_\_\_\_\_ Date: 11/9/17

Seller Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_





## MEMORANDUM

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

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DATE: January 3, 2017

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services

SUBJECT: Oliver Street Reconstruction, Phase 1 – Special Assessment Resolution No 2

When deemed necessary, the city conducts a street improvement program. Public streets are selected for inclusion in the program either by citizen initiated petition or by selection of the city. Oliver Street, from Washington Street to Oak Street, is proposed by the city for street reconstruction. Property owners are then specially assessed to cover the cost of the proposed improvement. Past practice has been to assess property owners along the street 40% of the proposed benefit and the remaining 60% to the community at large. Each property owner can pay an assessment in one lump sum or in installments over the multi-year period (the period being determined by the amount of the average assessment).

The special assessment process has five steps, each having its own purpose and accompanying resolution.

Step One/Resolution No. 1 identifies the special assessment district(s), directs the city manager to estimate project costs and the amounts to be specially assessed, and determines the life of the proposed improvements. Resolution No. 1 for the proposed improvement was approved by City Council at its September 6,, 2016 meeting.

Step Two/Resolution No. 2 sets the date for the hearing of necessity on the projects. It directs notices to be sent to each affected property owner detailing the proposed project, notifying them of the public hearing date, and the estimated amount of their assessment. Tonight, City Council is asked to act upon Resolution No. 2 for the proposed improvement.

Step Three/Resolution No. 3 documents the hearing of necessity. This hearing provides affected residents with the opportunity to comment on whether they feel the project is necessary and of the proper scale. After hearing citizen comment on the project the city council has three options: if they agree that the project should proceed as proposed, the district is established and staff is directed to go on with the next steps of the proposed project, including obtaining bids; if they feel the project should go forward, but with some adjustments they may direct staff to make those adjustments and proceed; if they feel the project is not warranted and should not proceed at all they would simply fail to act on Resolution No. 3, effectively stopping the process.

Step Four/Resolution No. 4 takes place after the bids are received. Estimated assessment amounts are adjusted if necessary to reflect the actual cost as dictated by the bids received. A second public hearing is set to allow property owners to comment on their particular assessment. Each property owner is sent a second notice containing the date and time of the public hearing and the amount of the proposed assessment for their property.

Step Five/Resolution No. 5 documents the second public hearing, finalizes the special assessment roll and sets the terms of payment. This public hearing is designed to allow affected citizens the opportunity to argue whether or not the amount of their assessment is fair and equitable in relation to the benefit they receive from the project. If, after hearing citizen comment, the council decides adjustments need to be made to the assessment roll they may do so. Alternately, if they feel all the assessments are fair and equitable they may pass the resolution as written.

Tonight the council will be considering Resolution No. 2 for the proposed district as a part of the Consent Agenda.

Staff recommends authorization of Resolution No. 2 for the following district:

**Oliver Street, Public Street, from Washington Street to Oak Street**

**Special Assessment Resolution No. 2 for Oliver Street, Phase 1**

Special Assessment District No. 2017-01

**Oliver Street from Washington Street to Oak Street**

**RESOLUTION NO.**

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

**Oliver Street, Public Street, from Washington Street to Oak Street, Street Reconstruction**

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$242,629.20 and determines that \$97,051.68 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$145,577.52 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, February 6, 2017 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

NOTICE OF SPECIAL ASSESSMENT HEARING  
CITY OF OWOSSO, MICHIGAN

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

**Oliver Street, Public Street, from Washington Street to Oak Street**

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement: **Street Reconstruction.**

The City Council intends to defray apart or all of the cost of the above-described public improvement by special assessment against the above described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, February 6, 2017 for the purpose of hearing any person to be affected by the proposed public improvement.

**Oliver Street, Phase 1**  
**Engineering Estimate Summary**

14-Dec-16

WORK ITEM	AMOUNT	COMMENTS
PAVT, REMOVE	\$ 52,402.00	BRICK UNDERLAYMENT
HMA SURFACE, REMOVE	\$ 27,668.00	ASPHALT SURFACE
STRUCTURE COVERS, ADJUST	\$ 4,250.00	COVERS IN ROAD ONLY
STRUCTURE COVERS, FURNISH	\$ 6,000.00	MANHOLE COVERS, ONLY
HMA, 2C	\$ 44,280.00	ASPHALT BASE COURSE @ 2"
HMA, LVSP	\$ 49,210.00	ASPHALT TOP COURSE @ 2"
TOTAL WORK ITEMS	\$ 183,810.00	
ADD MOBILIZATION @ 10%	\$ 18,381.00	
SUB TOTAL	\$ 202,191.00	
ENGINEERING FEE @ 15%	\$ 30,328.65	
ADMINISTRATIVE FEE @ 5%	\$ 10,109.55	
<b>GRAND TOTAL</b>	<b>\$ 242,629.20</b>	ASSESSMENT BASED FROM THIS AMOUNT
CITY SHARE - 60%	\$145,577.52	
LAND OWNER - 40%	\$97,051.68	
ASSESSABLE FRONT FEET	2188.6	
FRONT FOOT RATE	<b>\$44.34</b>	

There are 28 parcels in the assessment district.

The average ESTIMATED residential assessment is about \$3,200.00.

# OWOSSO







## NOTICE OF SPECIAL ASSESSMENT CITY OF OWOSSO, MICHIGAN

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

Owner Name  
Owner Address

Property Address:  
Property Address

Description:

Parcel #:  
Parcel Number

Property Description

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement:

***Street Resurfacing of  
Oliver Street from Washington Street to Oak Street***

The City Council intends to defray a part or all of the cost of the above-described public improvement by special assessment against the above-described property.

Take further notice that the City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

Take further notice that the Owosso City Council will meet at the Owosso City Hall Council Chambers, 301 West Main Street, Owosso, Michigan at **7:30 o'clock p.m. on Monday, February 6, 2017** for the purpose of hearing any person to be affected by the proposed public improvement.

The City of Owosso will provide necessary auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing or calling the following: Amy K. Kirkland, City Clerk, 301 West Main Street, Owosso, MI 48867 at (989) 725-0500. The City of Owosso website is: [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).

**FURTHER INFORMATION ON THE PROPOSED PROJECT AND PAYMENT OPTIONS ARE  
LOCATED ON THE REVERSE SIDE OF THIS NOTICE**



Project boundaries:

OLIVER STREET  
FROM WASHINGTON STREET TO OAK STREET

The following work is planned:

Road reconstruction and watermain relocation. Road reconstruction will include curb and gutter, storm sewer, ADA sidewalk ramps at intersections, and new pavement. **Private properties abutting the project boundary will be assessed for a portion of the new pavement construction costs only.**

The estimated special assessment cost is \$44.34 per foot of your property that abuts Oliver Street. Questions regarding the work that will be performed should be directed to the Engineering Office at (989)725-0550.

The special assessment amount listed below is an estimate only, and while we have worked hard to create an accurate estimate this amount may change as the project is vetted further.

<b>ESTIMATED SPECIAL ASSESSMENT AMOUNT:</b>	<b>\$ 3,200.00</b>
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A second hearing will be held on a later date to provide opportunity for affected citizens to comment on the amount of their assessment. You will receive a second letter notifying you of this hearing.

#### **PAYMENT INFORMATION:**

If the project proceeds, you will be responsible for paying the costs assessed to your property. Special assessment bills will be sent in September, payment may be made in full upon receipt of the bill or payment may be spread over a period of up to fifteen years (billed each September). If payment is made in installments, interest will be charged on the unpaid balance. There is no penalty for early pay-off of the assessment. Taxpayers who are 65 and older and meet low income requirements may be eligible for a deferment from the State of Michigan. All other taxpayers who meet low income requirements may be eligible for short-term deferment from the City of Owosso. Contact the City Treasurer's Office at (989)725-0515 for more details about payment and income requirements.

#### **CITIZEN COMMENTS:**

The Owosso City Council has set the hearing noted on the front of this notice for the purpose of providing citizens affected by the proposed improvement the opportunity to comment on the necessity of the project. Comments may be made as follows:

##### Written comments:

email: [city.clerk@ci.owosso.mi.us](mailto:city.clerk@ci.owosso.mi.us)

or

snail mail: 301 W. Main Street  
Owosso, MI 48867

##### Verbal comments:

Made during the public hearing



## MEMORANDUM

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

**DATE:** January 11, 2017  
**TO:** Mayor Eveleth and the Owosso City Council  
**FROM:** Glenn Chinavare, Director of Public Services  
**SUBJECT:** Lane Markings at the Intersection of M-52 and M-21

City Council expressed concerns regarding the lane arrangement for southbound M-52 at M-21, especially the merge condition immediately south of the intersection. After considerable discussion and input from the city engineer, I share the following comments.

This intersection design is the result of changes made several years past when the M-52 operation was changed from a four-lane to three-lane road. Such lane configuration changes are typically made at intersections and in the same manner as we see at the subject intersection. The theory is to allow those motorists who choose to remain in the curb lane (and others who have become 'trapped') adequate space to clear the intersection and maneuver into the upcoming through lane. Vehicles in the inside lane, while having right-of-way by rule, must reasonably allow merging vehicles to enter the traffic stream. Problems sometimes occur when motorists do not obey traffic rules. The question is whether non-compliant actions have risen to where additional action beyond law enforcement is necessary.

Traffic Crash Reports received for period 2011-2015 for this intersection, indicate there are no reported traffic crashes relative to the merge area in question. There are about 17,000 vehicles per day entering this intersection, with about 2,000 of that amount are heading south through the merge area. A few of these motorists are apparently aggravating others, and staff has heard about some of those observations. The current design maximizes intersection capacity, and allows all standing vehicles to pass through the intersection during the green phase. If all traffic were stacked in one lane, then only some would make it through the green phase, which may result in increased red light violations and severe type traffic crashes.

It may be advisable to ask MDOT to add an advance warning sign (merging traffic) at an appropriate distance north of the intersection. However, this can create other issues as follows:

- Advising motorists this far in advance may cause them to prematurely merge before approaching M-21. This action could create confusion to some motorists with unexpected lane shifting, and result in more traffic crashes from these actions.
- Encouraging motorists to shift into the left lane ahead of M-21 may create longer lines of standing traffic, some may not make it through the green phase creating a congestion problem, and others may attempt to re-enter the curb lane and go around a stopping vehicle for the yellow phase. Congestion problems usually create higher rates of red light violations and severe type traffic crashes.

In summary, the traffic engineering for given conditions is correct. The intersection is operating as safely as may be expected. My recommendation, along with staff, is to continue standard enforcement at the intersection and monitor for changes.

Glenn M. Chinavare  
Director of Public Services

To: Owosso City Council  
 From: Brad Hissong, Building Official  
 Date: 01/12/2017

Building Department Report for Decermber, 2016

Category	Estimated Cost	Permit Fee	Number of Permits
Demolition	\$0	\$260	2
Electrical	\$0	\$2,005	12
Mechanical	\$0	\$2,315	15
Non-Res. Add/Alter/Repair	\$11,084	\$360	2
Plumbing	\$0	\$740	3
Res. Add/Alter/Repair	\$21,690	\$580	6
Res. Mobile	\$0	\$115	1
ROW-UTILITY	\$0	\$120	6
Sign	\$0	\$564	9
VACANT PROPERTY REGI	\$0	\$200	2
ZONING COMPLIANCE CE	\$400	\$130	2
<b>Totals</b>	<b>\$33,174</b>	<b>\$7,389</b>	<b>60</b>

**2015 COMPARISON TOTALS**

		BUILDING PERMITS ONLY	-	35
DECEMBER, 2015 TOTALS	\$209,854	\$12,846		88

# **Enforcements By Category**

01/11/17

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December, 2016

## **AUTO REP/JUNK VEH**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0886	531 GROVER ST	LETTER SENT	Resolved	12/01/16	01/11/17	Y
ENF 16-0891	1701 W STEWART ST	RESOLVED	Resolved	12/05/16	12/14/16	Y
ENF 16-0892	716 NAFUS ST	RESOLVED	Resolved	12/05/16	12/05/16	N
ENF 16-0894	709 CLINTON ST	LETTER SENT	LETTER SENT	12/05/16		Y
ENF 16-0896	520 E MASON ST	LETTER SENT	Extension Granted	12/06/16		Y
ENF 16-0898	514 N DEWEY ST	REF TO MAC	Extension Granted	12/07/16		N
ENF 16-0907	404 N BALL ST	REF TO MAC	Resolved	12/16/16	12/28/16	APTS
ENF 16-0912	530 HAMPTON AV	LETTER SENT	LETTER SENT	12/21/16		N
ENF 16-0919	917 E MASON ST	RESOLVED	Resolved	12/27/16	01/09/17	Y
ENF 16-0923	404 N BALL ST	RESOLVED	Resolved	12/27/16	01/09/17	APTS
ENF 16-0925	404 N BALL ST	LETTER SENT	Resolved	12/29/16	01/04/17	APTS
<b>Total Entries:</b>				<b>11</b>		

## **BUILDING VIOL**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0890	715 S WASHINGTON ST	RESOLVED	Resolved	12/02/16	12/02/16	CHURCH
ENF 16-0918	415 STATE ST	REF TO BLDG OFFICIAL	Verbal Notice	12/27/16		Y
<b>Total Entries:</b>				<b>2</b>		

## **FRONT YARD PARKING**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0887	700 E EXCHANGE ST	REF TO CODE ENF	Resolved	12/01/16	12/02/16	Y
ENF 16-0902	941 N SAGINAW ST	RESOLVED	Resolved	12/09/16	12/12/16	N
ENF 16-0906	614 ALGER AV	LETTER SENT	Resolved	12/14/16	12/28/16	N
ENF 16-0920	918 E MASON ST	LETTER SENT	LETTER SENT	12/27/16		Y
ENF 16-0926	620 CLARK AV	RESOLVED	Resolved	12/29/16	12/29/16	N

# **Enforcements By Category**

01/11/17

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December, 2016

**Total Entries:** 5

## **GARBAGE & DEBRIS**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0893	708 CLINTON ST	LETTER SENT	LETTER SENT	12/05/16		Y
ENF 16-0895	115 S WASHINGTON ST	REF TO CODE ENF	REF TO CODE ENF	12/05/16		COMM/Y
ENF 16-0897	432 E EXCHANGE ST	LETTER SENT	Extension Granted	12/07/16		N
ENF 16-0899	755 WOODLAWN AV	RESOLVED	Resolved	12/08/16	12/14/16	Y
ENF 16-0900	811 WOODLAWN AV	LETTER SENT	Resolved	12/08/16	12/16/16	Y
ENF 16-0901	312 STATE ST	RESOLVED	Resolved	12/09/16	12/29/16	N
ENF 16-0903	601 GLENWOOD AV	EXTENSION GRANTED	Extension Granted	12/12/16		N
ENF 16-0905	839 WOODLAWN AV	LETTER SENT	Extension Granted	12/13/16		N
ENF 16-0908	314 E MASON ST	LETTER SENT	Resolved	12/19/16	01/03/17	Y
ENF 16-0909	540 E COMSTOCK ST	RESOLVED	Resolved	12/19/16	12/21/16	N
ENF 16-0916	520 E MASON ST	RESOLVED	Resolved	12/27/16	01/03/17	Y
ENF 16-0921	611 ADAMS ST	RESOLVED	Resolved	12/27/16	12/28/16	Y
ENF 16-0924	612 GRAND AV	LETTER SENT	Extension Granted	12/29/16		N

**Total Entries:** 13

## **GARBAGE CANS**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0910	530 HAMPTON AV	RESOLVED	Resolved	12/19/16	12/22/16	N
ENF 16-0913	1305 MACK ST	RESOLVED	Resolved	12/22/16	12/29/16	Y
ENF 16-0914	1303 MACK ST	LETTER SENT	Resolved	12/22/16	12/29/16	N
ENF 16-0915	1311 YOUNG ST	LETTER SENT	Resolved	12/22/16	12/29/16	N
ENF 16-0917	220 S OAK ST	LETTER SENT	LETTER SENT	12/27/16		N

**Total Entries:** 5

# **Enforcements By Category**

01/11/17

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December, 2016

## **LAWN MAINTENANCE**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0889	626 GRAND AV	CLOSED	Resolved	12/02/16	01/05/17	N
<b>Total Entries:</b>				<b>1</b>		

## **MISC.**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0911	501 W NORTH ST	RESOLVED	Resolved	12/21/16	01/04/17	Y
ENF 16-0922	1003 FLETCHER ST	RESOLVED	Resolved	12/28/16	12/28/16	Y
<b>Total Entries:</b>				<b>2</b>		

## **MULTIPLE VIOLATIONS**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0904	209 S LANSING ST	LETTER SENT	LETTER SENT	12/12/16		Y
<b>Total Entries:</b>				<b>1</b>		

## **SIDEWALK/SNOW & ICE**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0885	505 E KING ST	RESOLVED	Resolved	12/01/16	12/06/16	N
<b>Total Entries:</b>				<b>1</b>		

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**Total Records: 41**

Total Pages: 3

# **Enforcements By Category**

December, 2016

01/11/17

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## RENTAL COLUMN DEFINITIONS

Y - Yes, it's a rental

N - No, it's not a rental - owner occupied

APTS - Apartment Building

COMM - Commercial

REPO - Repossession

TRAIL - Trailer Park

VAC - Vacant House

VL - Vacant Lot

IND - Industrial

HOME OCC - Home Occupied

\*These are on-going complaints and will be resolved with compliance or possible court action.





# OWOSSO PUBLIC SAFETY

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

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## MEMORANDUM

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DATE: January 4, 2017

TO: Owosso City Council

FROM: Kevin Lenkart  
Director of Public Safety

RE: December 2016 Police Reports

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Attached are statistics for the police department for December 2016. This report includes activity for the month of December and year-to-date statistics. Also, attached is a list of Field Contacts, which are incidents that the police are dispatched to that require no further follow-up than the officers initial response.

Additionally, Burning Reports with no violations found for December are attached as well. There were no reports with citations issued for the month of December.



## Case Assignment/Clearance Report For December, 2016

DECEMBER 2016

Offenses	Current Month		Year-To-Date		Percent Cleared
	Assigned	Cleared	Assigned	Cleared	
PART I OFFENSES					
ROBBERY	1	1	6	6	100 %
AGGRAVATED ASSAULT	5	5	42	49	116 %
BURGLARY	4	6	67	74	110 %
LARCENY	11	15	229	245	106 %
MOTOR VEHICLE THEFT	3	3	13	15	115 %
SIMPLE ASSAULT	17	21	254	266	104 %
ARSON	0	0	9	9	100 %
FORGERY & UTTERING	2	2	14	14	100 %
COUNTERFEITING	0	0	1	2	200 %
FRAUD	4	6	71	73	102 %
EMBEZZLEMENT	2	1	5	6	120 %
WEAPON CRIMES- CARRY, POSS,	2	2	6	7	116 %
PROSTITUTION	0	0	0	0	0 %
SEX OFFENSES 1/ UNDER AGE -	2	2	6	9	150 %
NARCOTICS VOLIATIONS	5	6	53	57	107 %
GAMBLING VIOLATIONS	0	0	0	0	0 %
VANDALISM-DAMAGE-DESTRUCTIO	0	0	0	0	0 %
HOMICIDE 1	0	0	0	0	0 %
HOMICIDE	0	0	0	0	0 %
RAPE / NON - FAMILY	0	0	0	0	0 %
SEX OFFENSES 2	2	4	24	35	145 %
PARENTAL KIDDNAP	0	0	0	0	0 %
KIDNAPPING	0	0	2	2	100 %
BURGLARY RESIDENTIAL	0	0	6	7	116 %
BURGLARY COMMERCIAL	0	0	1	1	100 %
RESISTING/OBSTRUCTING	1	1	17	17	100 %
PART I OFFENSES	61	75	826	894	108 %
PART II OFFENSES					
PAROLE/PROBATION VIOLATION	1	1	30	30	100 %
NATURAL DEATH	0	0	4	5	125 %
RETAIL FRAUD	2	5	14	18	128 %
RUNAWAY	0	1	79	82	103 %
VIOLATION PPO/ COURT ORDER	1	1	17	17	100 %

Offenses	Current Month		Year-To-Date		Percent Cleared
	Assigned	Cleared	Assigned	Cleared	
FAMILY NONSUPPORT	0	0	0	0	0 %
SUSPICIOUS DEATH	0	1	5	6	120 %
TRAFFIC OFFENSES OTHER	8	9	82	82	100 %
CRIMINAL CASE OTHER	0	0	4	4	100 %
WARRANT ARREST	5	5	149	151	101 %
SUSPICIOUS CIRCUMSTANCES	4	4	27	28	103 %
WARRANT ADVISED	0	0	0	0	0 %
MENTAL ORDER-ECO / TDO	4	4	69	71	102 %
DOMESTIC ASSAULT/SITUATION	0	0	20	24	120 %
ILLEGAL DUMPING	0	0	0	0	0 %
FOUND PROPERTY	6	6	128	196	153 %
RECOVERED PROPERTY	0	0	0	0	0 %
ANNOYING PHONE CALLS	0	0	0	0	0 %
TRESPASSING	0	0	18	18	100 %
DOA	2	2	17	19	111 %
ANIMAL COMPLAINTS	2	2	20	22	110 %
MISSING PERSON	0	0	3	3	100 %
WARRANT OBTAINED	0	0	0	0	0 %
PROPERTY-LOST	0	0	0	0	0 %
SAFEKEEPING OF WEAPON	0	0	0	0	0 %
SUICIDE AND ATTEMPTED SUICIDES	0	0	2	5	250 %
TRAFFIC - HIT & RUN	11	15	79	81	102 %
FIRES - NOT ARSON	1	1	3	3	100 %
LOST PROPERTY	0	0	0	0	0 %
NON-CRIMINAL CASE	3	4	107	113	105 %
CRIMES AGAINST FAMILY &	0	0	5	7	140 %
DRIVING WHILE IMPAIRED	0	3	52	57	109 %
LIQUOR LAW VIOLATIONS	0	0	12	15	125 %
DISORDERLY CONDUCT	1	1	36	40	111 %
OTHER CRIMES	6	5	118	123	104 %
IMPOUND / TOW FOLLOW-UP	0	0	0	1	0 %
FALSE ALARM	0	0	0	0	0 %
MOTOR VEHICLE CRASH	37	37	336	337	100 %
THREATS	0	0	0	1	0 %
PROPERTY CRIMES, POSS, SALE,	0	0	1	2	200 %
DAMAGE TO PROPERTY	5	6	132	136	103 %
<i>PART II OFFENSES</i>	<i>99</i>	<i>113</i>	<i>1,569</i>	<i>1,697</i>	<i>108 %</i>
<b>Grand Totals:</b>	<b>160</b>	<b>188</b>	<b>2,395</b>	<b>2,591</b>	<b>108 %</b>

**Field Contact By Reason Summary Report**

DECEMBER 2016

<b>Reason for Contact</b>	<b>Count</b>
911 Hang Up	10
Abandoned Vehicle	5
False Alarm Commercial	12
False Alarm Residential	3
All Other Service Reports	25
Animal Complaints Other	19
Assist Ambulance	11
Assist To Other Dept	23
Assist Fire Dept	2
Assist Officer	1
Attempt To Locate	17
Barking Dog	2
Burning Ordinance	2
Civil Dispute	17
Disturbance	13
Failed To Pay	1
Fight / No Assault	1
Found Property	2
Gun Permit/register	24
Harrassment	7
Homeless Voucher	3
Loud Music	3
Loud Party	1
Motorist Assist	3
Ordinance Violation	4
Parking Problem	11
Pawn Ticket	95
Peace Officer	10
Reckless Driver	1
Road Hazard	7
Suspicious Person	7
Suspicious Situation	33
Suspicious Vehicle	19

<b>Reason for Contact</b>	<b>Count</b>
Transport - Other	1
Trouble With Kids	10
Trouble With Neighbor	5
Trouble With Subject	41
Trespassing	3
Unwanted Subject	3
Vacation Check	5
Vehicle Inspection	1
Welfare Check	19
Wire Down	2
Work Traffic	89

**REPORTED BURN COMPLAINTS - NO VIOLATIONS**  
DECEMBER 2016

CASE_ID	FCDATE	STREET
201607373	12/01/2016 15:20:00	E MASON ST
201607752	12/22/2016 11:49:00	E GROVER ST



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

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# MEMORANDUM

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DATE: January 4, 2017

TO: City Council

FROM: Kevin Lenkart  
Director of Public Safety

RE: December 2016 Fire & Ambulance Report

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During the month of December 2016:

Fire Department responded to **259** Ambulance calls.

Fire Department responded to **25** Fire calls –

2 – Accidents w/ injuries	1 – Accident - no injuries
3 – Vehicle v/ Pedestrian Accident	1 – Building fire
1 – Excess heat	1 – False Alarm
1 – Cooking Fire	1 – Tree Fire
1 – Carbon Monoxide Detector Activation	1 – Wire Down
2 – Smoke Detector Activation	
1 – Extrication from Vehicle	
2 – Rescue	
1 – Gas Leak	
1 – Wiring/Equipment Problem	
3 – Service calls	
3 – Dispatched and cancelled	
1 – Assist	

**PARKS AND RECREATION COMMISSION  
REGULAR MEETING  
TUESDAY, DECEMBER 13, 2016 – 7:30 p.m.  
City Hall Council Chambers  
301 W. Main St. Owosso, MI 48867**

**CALL TO ORDER:** Chairman Espich called the meeting to order at 7:30 p.m.

**PLEDGE OF ALLEGIANCE:** Was recited.

**ROLL CALL:** Was taken by Deputy City Clerk Roxane Cramer.

**MEMBERS PRESENT:** Chairman Mike Espich, Vice Chair Jeff Selbig, and Commissioner Randy Woodworth.

**MEMBERS ABSENT:** Commissioners Shane Nelson and Kristen Woodbury.

**OTHERS PRESENT:** Susan Montenegro, Assistant City Manager/Director of Community Development; Glenn Chinavare, Utilities Director.

**APPROVAL OF AGENDA:** **COMMISSIONER WOODWORTH MADE A MOTION TO APPROVE THE AGENDA FOR DECEMBER 13, 2016, SUPPORTED BY VICE-CHAIR SELBIG.  
AYES ALL, MOTION CARRIED**

**APPROVAL OF MINUTES:** **VICE-CHAIR SELBIG MADE A MOTION TO APPROVE THE MINUTES FOR THE MEETING OF NOVEMBER 22, 2016 WITH THE FOLLOWING CHANGES: UNDER APPROVAL OF THE AGENDA, MOTION SUPPORTED BY COMMISSIONER WOODBURY NOT COMMISSIONER WOODWORTH, SUPPORTED BY COMMISSIONER WOODWORTH.  
AYES ALL, MOTION CARRIED**

**PUBLIC COMMENTS:**

Chairman Espich expressed his appreciation of serving on the commission and his appreciation of Crisler Arena.

**COMMUNICATIONS:**

1. Staff memorandum
2. Minutes from November 22, 2016

**BUSINESS:**

**Changing the ordinance to increase the number of commission members from five to seven.**

Chairman Espich explained that Vice-Chair Selbig had suggested this and it had been discussed previously.

Ms. Montenegro reported that she felt the council would support this and it would help the commission obtain a quorum more regularly. It would take four out of seven members to have a quorum. Ms. Montenegro stated she would put it on the agenda to set the public hearing Monday, December 19<sup>th</sup> and



the public hearing would be January 3<sup>rd</sup>. If approved the change would take effect 20 days after the public hearing.

Commissioner Woodworth stated he felt it was necessary to increase the number of members.

**MOTION BY WOODWORTH TO ASK COUNCIL TO CHANGE THE COMMISSION SIZE FROM 5 TO 7 MEMBERS.**

**SUPPORTED BY VICE-CHAIR SELBIG.**

**ALL AYES MOTION CARRIED.**

**DISCUSSION OF UPDATING THE PARKS AND RECREATION MASTER PLAN**

Discussion of Parks & Recreation Master Plan Updates for the following parks:

**8) GROVE HOLMAN PARK**

*Location:* Southwest Owosso near State Highway M-52

*Size:* 6.0 Acres

*Key Observations:*

~~1. This park primarily served the community with a swimming pool. The pool was closed in August 2005 and reopened with a local fund raiser for the 2006 season. The pool has subsequently closed permanently and demolition has begun.~~

~~2. In 2010, a sledding hill was constructed.~~

1. Park has a sledding hill.
2. Park is underutilized during the rest of the year.
3. Possible future location of skating rink.

*2011 Park Plan Components:*

~~1. Evaluate the potential for the former pool area to be used for ice skating or some other winter activities to create a critical mass of wintery fun that will promote the park's winter identity.~~

1. House the Skate Park.
2. Investigate the potential to turn the pool building into a winter warming house with bathrooms, concessions and other fun stuff.
3. Install park sign at SE corner of Hampton and Walnut Streets ~~(no sign on M-52)~~ Signage along M-52.
4. ~~Consider a leveling of the hill or the construction of a wooden platform at the top.~~

*Site Plan or Graphics in Appendix?* Yes, a sketch of a sledding hill at **Exhibit H.**

**7) BENTLEY COMMUNITY PARK**

*Location:* On State Highway M-52 in south Owosso.

*Size:* 8.2 Acres

*Key Observations:*

~~1. The park has developed as a community park serving the entire city and very likely regional citizens and organizations.~~

~~2. The industrial boundaries on the north and east and the major thoroughfare boundaries on the south and west isolate this park from safe approaches by any means other than automobile.~~

~~3. There is a large residential neighborhood round the park.~~

1. Over the last five years this park has been updated to include placement of a new gazebo, splash pad, playscape, a new ice rink has been added to the newly resurfaced tennis courts.
2. More people now attend and use this park.

*2011 Park Plan Components:*

- ~~1. Construct a playscape in two phases (a splash pad should be considered as an alternate for the second phase).~~
2. A new sand volleyball court will be constructed.
- ~~3. The tennis courts will be resurfaced and potentially outlined with evergreens on the south and west for wind buffer and reduced interference from highway traffic.~~
- ~~4. The open space area will continue to be reviewed for ice skating potential but does not have a specific plan recommendation.~~
- ~~5. A 2,000' Add a perimeter running path. will provide a fitness facility.~~
- ~~6. An added land dimension on the north side will provide better 90 degree parking and/or facilities that relate to a trailhead. The land would be acquired or leased from Consumer's Power.~~
- ~~7. Add 6 covered tables and benches.~~

*Site Plan or Graphics in Appendix?* None

#### **4) FAYETTE SQUARE**

*Location:* In the Original Plat of the City of Owosso at Washington and Oliver Streets.

*Size:* 1.1 acres

*Key Observations:*

1. This park ~~has a~~ is in need of a partner for development, ~~and some~~ maintenance and care.—~~the Owosso Master Gardeners Club.~~ A site plan for the park lays out planting areas and preferred species; however, this plan has been modified to include future benches that surround an area dedicated to veterans.
2. In the center of the western portion of the park is a circular gathering place that contains a number of war memorials. The area within this circle is referred to as “veterans circle,” and is landscaped by volunteers.

*2011 Park Plan Components:*

1. The park needs a sign at both the Washington/Oliver corner and the Park/Oliver corner. The sign material requires attention for compatibility for this historic district of Owosso.
2. The park plan recommends a trellis structure for an entryway to the park at Washington and Oliver Streets.- If the trellis is at the park remove from Park Plan and move to Key observations
- ~~3. Construct a low-profile, low-tech creative play space in southeast park area.~~
- ~~4. Add four additional benches in the approaches to the veterans circle.~~
- ~~5. Continue the garden development over the short and long term. Develop a garden maintenance Program.~~

*Site Plan or Graphics in the Appendix?* Yes, a site plan (which has been subsequently amended) of the garden layout in the Appendix, **Exhibit Q**.

Commissioners discussed some changes for Rudy Demuth Field; however, they felt they needed to speak with someone more involved with the field for their input for changes. Commissioners will make recommendations on this park at a later date.

**MOTION BY COMMISSIONER WOODWORTH TO ACCEPT THE CHANGES AS PRESENTED FOR GROVE HOLMAN, FAYETTE SQUARE AND BENTLEY PARKS TO THE PARK AND RECREATION MASTER PLAN, SUPPORTED BY VICE-CHAIR SELBIG.**

**ALL AYES, MOTION CARRIED.**

**MOTION BY COMMISSIONER WOODWORTH TO HOLD A SPECIAL MEETING ON JANUARY 10, 2017 AT 7:30 P.M. TO DISCUSS THE PARKS AND RECREATION MASTER PLAN. SUPPORTED BY VICE-CHAIR SELBIG.**

**ALL AYES, MOTION CARRIED.**

**PUBLIC COMMENTS:**

None.

**ADJOURNMENT:**

**COMMISSIONER WOODWORTH MADE A MOTION TO ADJOURN AT 8:42 P.M., SUPPORTED BY VICE-CHAIR SELBIG.**

**ALL AYES, MOTION CARRIED.**