

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, APRIL 02, 2018  
7:30 P.M.**

**Meeting to be held at City Hall  
301 West Main Street**

**AGENDA**

**OPENING PRAYER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**APPROVAL OF THE AGENDA:**

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF MARCH 19, 2018:**

**ADDRESSING THE CITY COUNCIL**

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

1. Parkinson's Awareness Month. A proclamation of the Mayor's Office declaring the month of April 2018 as Parkinson's Awareness Month in the City of Owosso.

**PUBLIC HEARINGS**

1. Special Assessment District No. 2018-04. Conduct a public hearing to receive citizen comment regarding Resolution No. 3 for proposed Special Assessment District No. 2018-04 for Howard Street from Washington Street to 150' east of Park Street for street reconstruction.

**CITIZEN COMMENTS AND QUESTIONS**

**CITY MANAGER REPORT**

1. Project Status Report

## **CONSENT AGENDA**

1. First Reading & Set Public Hearing – Ordinance Amendment – Chapter 26, Signs. Conduct first reading and set a public hearing for Monday, May 7, 2018 to receive citizen comment on the proposal to amend Chapter 26, Signs, Article IV, General Provisions, Section 26-19, General standards for permitted signs, subsection 1a, Sign setbacks, of the Code of Ordinances of the City of Owosso to reduce the setback requirement of ten (10) feet from any public right-of-way to five (5) feet
2. Special Assessment District No. 2018-06. Authorize Resolution No. 2 setting a public hearing for Monday, April 16, 2018 for proposed Special Assessment District No. 2018-06 for Stewart Street from Cedar Street to Shiawassee Street for street resurfacing.
3. I-69 International Trade Corridor Board Appointments. Approve appointment of City Manager Nathaniel R. Henne as the City's representative to the I-69 International Trade Corridor Next Michigan Development Corporation Board and the I-69 International Trade Corridor Next Michigan Development Corporation Local Development Finance Authority, and further approve granting the City Manager authority to appoint alternate board members.
4. Boards and Commissions Appointment. Approve the following Mayoral Boards and Commissions appointment:

Name	Board/Commission	Term Expires
Nathaniel R. Henne	Shiawassee Economic Development Partnership Filling unexpired term of D. Crawford	Perpetual

\* Indicates reappointment

5. Change Order No. 4 – Oliver Street Reconstruction Project, Phase 1. Authorize Change Order No. 4 to the Oliver Street Reconstruction Project Engineering Services Contract with Spicer Group Inc. for additional professional engineering services required on Oliver Street Reconstruction Project Phase I increasing the contract \$95,000.00, and further authorize payment to the engineer.
6. Change Order No. 3 to Addendum No. 1 - Sanitary Sewer Cleaning Services. Approve Change Order No. 3 to Addendum No. 1 to the Sanitary Sewer Cleaning Services Contract with Safeway Transport, Inc. adding \$6,573.00 to the contract for the unplanned completion of the cleaning/televising/PACP coding of accessible storm sewers at Oak Hill Cemetery and further approve payment to the contractor.
7. Emergency Repair Authorization – WWTP Centrifuge Drive. Approve emergency repair and overhaul of the Centrifuge Drive Unit at the WWTP and authorize payment of \$30,056.00 (\$26,556.00 plus \$3500.00 for the dismantling and inspection) to Centrisys Centrifuge Systems of Kenosha, Wisconsin.
8. Emergency Services – Sludge Hauling & Processing. Approve emergency sludge hauling services and authorize payment to Youngs Environmental in the amount of \$11,257.50 and Drury Brothers Incorporated in the amount of \$3,908.30, for sludge hauling services to Mount Pleasant, Michigan, and further approve the emergency processing of said sludge and authorize payment to the City of Mount Pleasant, Michigan in the amount of \$8,112.60 (total amount of \$23,278.40).
9. Purchase Authorization – Water Main Repair & Replacement Components – Howard Street. Authorize waiver of the formal bid requirements in order for immediate procurement of parts and further authorize the purchase of water main repair and replacement components for East Howard Street from ETNA Supply and East Jordan Iron Works in the amount of \$14,087.54 plus a contingency of \$1,600.00.

10. Purchase Authorization – Water Main Repair & Replacement Components – Lincoln Avenue. Authorize waiver of the formal bid requirements in order for immediate procurement of parts and further authorize the purchase of water main repair and replacement components for Lincoln Avenue from ETNA Supply and East Jordan Iron Works in the amount of \$20,811.90 plus a contingency of \$2,500.00.
11. Purchase Authorization – Ferric Chloride. Waive competitive bidding requirement and authorize the purchase of Ferric Chloride from PVS Technologies in the amount of \$157.32/liquid ton per the terms of the Mid-Michigan Bulk Water Chemicals Consortium 2018 Contract, and further authorize payment to the vendor based on the bid unit prices for actual quantities required for the fiscal year ending June 30, 2019 with an estimated contract of \$34,577.64.
12. Purchase Authorization – Sodium Hypochlorite. Waive competitive bidding requirement and authorize the purchase of Sodium Hypochlorite from Olin Corporation in the amount of \$.67/gallon plus split delivery charges of \$1,200.00 per the terms of the Mid-Michigan Bulk Water Chemicals Consortium 2018 Contract, and further authorize payment to the vendor based on the bid unit prices for actual quantities required for the fiscal year ending June 30, 2019 with an estimated contract of \$36,180.00 plus delivery.
13. Purchase Authorization – Quick Lime. Waive competitive bidding requirement and authorize the purchase of Pebble Quick Lime from Carmeuse Lime Inc. in the amount of \$134.61/dry ton per the terms of the Mid-Michigan Bulk Water Chemicals Consortium 2018 Contract, and further authorize payment to the vendor based on the bid unit prices for actual quantities required for the fiscal year ending June 30, 2019 with an estimated contract of \$107,688.00.

### **ITEMS OF BUSINESS**

1. Lot Split Authorization – 516 Grover Street. Consider authorization of division of a City lot under Michigan Subdivision Control Act for platted lot at 516 Grover Street.
2. Unpaid Utility Charges. Authorize the Annual Notice for the collection of unpaid utility charges and the intent to lien therefore in compliance with Chapter 15, Section 15.4(c) of the Owosso City Charter.
3. Update Act 51 Local Street Inventory. Approve resolutions to add Hathaway Drive and Stewart Street west of Chestnut Street to the MDOT local street inventory for the purposes of receiving Act 51 monies for said streets.
4. Grant Application & Agreement Approval – Pilot Drinking Water Community Water Supply Grant. Authorize application to the MDEQ for a Pilot Drinking Water Community Water Supply Grant in the amount of \$1,000,000.00, designate Utilities Director Glenn M. Chinavare and City Manager Donald D. Crawford as the City's authorized representatives for the purposes of the grant should it be awarded, and approve the proposed form of the grant agreement as detailed.
5. Professional Services Agreement – Pilot Drinking Water Community Water Supply Grant Engineering Services. Waive competitive bidding requirements and authorize professional services contract with OHM Advisors for the provision of engineering services as a part of the Pilot Drinking Water Community Water Supply Grant in the amount of \$198,600.00, contingent upon receipt of said grant.

### **COMMUNICATIONS**

1. Glenn M. Chinavare, Utilities Director. 2018 Annual Water Consumer Confidence Report (formerly: Annual Water Quality Report).
2. Karen K. Ruddy, Finance Director. 2018-2019 Proposed City Budget (to be distributed at meeting).

## **CITIZEN COMMENTS AND QUESTIONS**

### **NEXT MEETING**

Monday, April 16, 2018

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals - term expires June 30, 2019

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

Historical Commission – term expires December 31, 2020

### **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 MARCH 19, 2018  
7:30 P.M.**

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

**OPENING PRAYER:** CITY MANAGER DONALD D. CRAWFORD

**PLEDGE OF ALLEGIANCE:** STATE REPRESENTATIVE BENJAMIN R. FREDERICK

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

**ABSENT:** None.

**APPROVE AGENDA**

Motion by Councilmember Bailey to approve the agenda as proposed.

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

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF MARCH 5, 2018**

Motion by Councilmember Fox to approve the Minutes of the Regular Meeting of March 5, 2018 as presented.

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

**Proclamation Honoring Donald D. Crawford**

Mayor Eveleth read aloud the following Mayoral Proclamation recognizing City Manager Donald D. Crawford for his years of service to the City on the occasion of his retirement:

**A Proclamation of the Mayor's Office of the City of Owosso, Michigan  
Recognizing the Distinguished Public Service of**

**DONALD D. CRAWFORD**

WHEREAS, Donald D. Crawford began his service to the City of Owosso in February of 2010 as the Interim City Manager with the intent to serve only until a permanent replacement could be found; and

WHEREAS, Owosso's charm worked its magic, luring Don to accept appointment as the permanent City Manager in August of the same year; and

WHEREAS, Don took the reins of the City during a trying time, using his extensive knowledge and experience to navigate the City through a continuously difficult budgetary environment; and

WHEREAS, Don's dedication and passion for his job has been apparent from the start; having agreed to take the Owosso position despite the fact that it meant a significant pay cut, he could consistently be

found in his office well after the close of business working on the latest issue or some long-standing task that no one dared tackle; and

WHEREAS, despite his wealth of knowledge and formidable experience his affable character and sense of humor have made him extremely easy to approach, his office door has always been open and rarely has someone left his office without making a new friend; and

WHEREAS, in his time with the city Don has become a part of the very fabric of Owosso, a familiar smiling face popping up anywhere and everywhere, greeting residents, visiting business owners, and meeting with elected officials, his presence will be missed in every corner of the City; and

WHEREAS, Don is legendary for regaling anyone and everyone with tales from the other cities in which he has worked; and

WHEREAS, it is now our turn to tell our "Don stories", like the time the MAGNET unit was sent to his apartment, or the times when he bolted from the doors at City Hall to chase geese from the new lawn, or when he was coronated the March Madness Tournament winner complete with a hat of fruit like Carmen Miranda; and

WHEREAS, it is the intent of this Office that Don's Dedicated and Distinguished Public Service be recognized.

NOW, THEREFORE, BE IT PROCLAIMED that I, Christopher T. Eveleth, Mayor of the City of Owosso, on behalf of the City Council and the citizens of Owosso, do hereby recognize and thank Don for his dedicated service to the City of Owosso and the greater Owosso community, and further express our best wishes to Don and his wife Jean as they travel, relax, and enjoy life.

Proclaimed this 19<sup>th</sup> day of March, 2018.

Mayor Eveleth's proclamation was followed up by a tribute from State Representative Ben Frederick as printed below:

**SPECIAL TRIBUTE**  
**To**  
**DONALD CRAWFORD**

LET IT BE KNOWN, That it is a pleasure to join with the family, friends, and co-workers of Donald Crawford in extending our best wishes upon the occasion of his retirement as Owosso's city manager. We proudly recognize that his knowledge and efforts have undoubtedly contributed to the renewal of Owosso.

Don Crawford began his work in city management over 50 years ago and has since served in numerous management positions while addressing a wide range of challenges. He began his career as the youngest city manager in Illinois and today is the most senior city manager in Michigan.

Over the course of his long and productive service in municipal government, Don has contributed to the growth and to the reputation of many cities including Owosso. In this, Don Crawford's personal sense of dedication, integrity, and thoroughness has proven invaluable. His colleagues have come to depend upon his steady presence, amiable nature and extensive understanding of municipal governance.

Don came to Owosso while the city was within the throes of a recession. Through his patient guidance and drawing upon his decades of managerial experience, many longstanding concerns were addressed and essential services were maintained despite a shrinking tax base. Don is leaving a legacy of stable and fiscally prudent leadership which has allowed this community to be poised for further growth and economic development.

Don will be missed by the people of Owosso even as we extend our best wishes to him in his retirement. His hard work and diligence over the last several years have greatly benefited our local community and his guidance will surely be missed.

IN SPECIAL TRIBUTE, Therefore, This document is signed and dedicated to offer congratulations to Donald Crawford upon the occasion of his retirement. May he embrace these new opportunities wholeheartedly, just as he has done for the last 50 years. We extend to Don our warmest wishes for the future.

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Ben Frederick, State Representative  
The Eighty-Fifth District

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Rick Jones, State Senator  
The Twenty-Fourth District

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Brian N. Calley  
Lieutenant Governor

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Rick Snyder  
Governor

The Ninety-Ninth Legislature  
At Lansing  
Monday, March 19, 2018

After the proclamations were read City Manager Crawford spoke briefly saying it was great to see so many people here this evening; he plans to stay in contact after he retires, and he will cherish the mementos he received.

As the formal tribute came to a close Mayor Eveleth announced a brief recess for pictures but no recess was needed and the meeting resumed.

Councilmember Fox gave tribute to Mr. Crawford saying he was more than a City Manager, he had become a personal friend. He said Don was the first person to take his hand and support him during his time of need and he would always be a good friend.

Motion by Councilmember Bailey to suspend the rules of order to amend the agenda.

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

Motion by Councilmember Bailey to remove Consent 2. Special Assessment District No. 2018-08 from the agenda.

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

The special assessment project in question has been pushed back to the 2019 construction year.

## **PUBLIC HEARINGS**

### **Special Assessment District No. 2018-09**

### **Industrial Park Connector Improvement Project**

City Manager Crawford indicated this project has been tough from the start. Originally, the City had received grants for the project around \$1 million allowing for a comprehensive effort to improve all the streets leading into, and through, the industrial park. But a large portion of the grant funding was lost when a firm that was supposed to start business in the park had to pull out of the project. Approximately \$700,000 of the grant funding was tied to job creation, meaning the City was no longer eligible for the funds when the business backed out. Since that time staff has been trying to determine how to make the

project work with the reduced funding and the restrictions in the remaining grant. Specifically, he noted that areas outside the current project boundaries will need to be addressed later due to said restrictions. Addressing tonight's hearing he reminded everyone that the purpose of the hearing is to determine if the project should proceed with the proposed mix of grant funding, city funds, and special assessments.

A public hearing was conducted to receive citizen comment regarding Resolution No. 3 for proposed Special Assessment District No. 2018-09 for Industrial Park Connector Improvement Project for street resurfacing/ reconstruction.

The following people commented prior to the meeting regarding the proposed project:

Janet Rivers, representative of Rivers Property, LLC, 1650 E. South Street, via telephone, said she was concerned about the condition of South Street and asked if they would be specially assessed again when it is reconstructed.

Charlene Hebekeuser, representative of Tri-Mer, 745 McMillan Avenue/700 McMillan Avenue/1400 Monroe Street, via telephone, asked for information regarding the access enhancement and inquired when Monroe Street from McMillan east to the city limits would be getting repaired.

Chris Laymen, representative of Huron & Eastern Railway Co., Inc., owner of various properties along S. Gould Street, via telephone, inquired why he had received two notices for the same parcels.

Don Lowell, representative of Consumers Energy, various properties along Monroe Street, in person at City Hall, asked how the estimated assessments were calculated and expressed his concern that their assessments were much too high for the value of the land and the benefit they will receive from the new street.

The following people commented during the meeting regarding the proposed project:

Charlene Hebekeuser, Tri-Mer, asked if the City would consider milling and paving the remaining portion of Monroe Street east of McMillan Avenue to make it passable.

Don Lowell, Consumers Energy, reiterated his earlier comments to Council.

Lance Hodge, representative of Universal Handling, said the firm owns two properties within the park and that it would be a struggle for the firm to absorb the special assessment costs because they operate in such a competitive environment.

Mayor Eveleth noted the interest in paving the rest of Monroe Street but indicated it could not be done in conjunction with the currently proposed project due to restrictions on the use of the remaining grant funds. He went on to say that he understood the concerns of Universal Handling and Consumers Energy but if the City didn't assess property owners for the project the money would have to come from the street bond which would affect other proposed projects in other areas of the City. He reminded everyone that the purpose of the hearing was to determine if the project is necessary and given the condition of the streets in that area it is very necessary.

Councilmember Fox noted that if the City does not undertake this project the streets will soon no longer be able to handle truck traffic.

Whereas, the Council, after due and legal notice, has met and having heard all interested parties, motion by Councilmember Fox that the following resolution be adopted:

#### **RESOLUTION NO. 34-2018**

#### **INDUSTRIAL PARK CONNECTOR PROJECT SPECIAL ASSESSMENT RESOLUTION NO. 3**



WHEREAS, the City Council, after due and legal notice, has met and heard all persons to be affected by the proposed public improvement more particularly hereinafter described; and

WHEREAS, the City Council deems it advisable and necessary to proceed with said public improvement as more particularly hereinafter described.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council hereby determines to make and proceed with the following described public improvement and to defray a part or the whole cost, as more particularly hereinafter provided, by special assessment upon the property specially benefited:

**Infrastructure and Access Enhancements**

- **Gould Street from Monroe Street to Corunna Avenue**
- **Monroe Street from Gould Street to McMillan Avenue**
- **McMillan Avenue from Monroe Street to south end of street**

**Access Enhancement**

- **Industrial Drive from McMillan Avenue to Aiken Road**
- **South Street from McMillan Avenue to Aiken Road**

2. The City Council hereby approves the plans for the aforesaid public improvement as prepared and presented by the City Manager and determines the estimated cost of said public improvement to be \$1,247,507.70 and approves said estimated cost and determines that the estimated life of said public improvement is twenty (20) years.
3. The City Council determines that of said total estimated cost, the sum of \$539,945.78 be paid by special assessment upon the property specially benefited, as more particularly hereinafter described, and that the sum of \$325,000.00 shall be paid by TED-F grant funds, and that \$395,561.92 of said total estimated cost shall be the obligation of the City at large because of benefit to the City at large.
4. The City Council hereby designates the following described property as the special assessment district upon which the special assessment shall be levied:

**Infrastructure and Access Enhancements**

- **Gould Street from Monroe Street to Corunna Avenue**
- **Monroe Street from Gould Street to McMillan Avenue**
- **McMillan Avenue from Monroe Street to south end of street**

**Access Enhancement**

- **Industrial Drive from McMillan Avenue to Aiken Road**
- **South Street from McMillan Avenue to Aiken Road**

5. The City Assessor shall prepare a special assessment roll including all lots and parcels of land within the special assessment district herein designated, and the Assessor shall assess to each such lot or parcel of land such relative portion of the whole sum to be levied against all lands in the special assessment district as the benefit to such lot or parcel of land bears to the total benefits to all lands in such district.
6. When the Assessor shall have completed the assessment roll, he shall file the special assessment roll with the City Clerk for presentation to the City Council.

Motion supported by Councilmember Teich.

Roll Call Vote.

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

NAYS: None.

### **CITIZEN COMMENTS AND QUESTIONS**

Tom Manke, Owosso Township resident, thanked City Manager Crawford for his years of leadership, saying he has always appreciated his honest and forthright approach. He went on to wish Mr. Crawford a long and happy retirement.

Representative Ben Frederick updated Council on events at the state level including the final approval of accelerated road funding, approval of the Shiawassee River Water Trail designation, restoring historical preservation enticements, establishment of a revenue sharing trust fund to make state shared revenue more predictable for schools and municipalities, a bill to require co-op opportunities for high school students that request it, and final approval of the Shane Cantu Memorial Highway.

Eddie Urban, 601 Glenwood Avenue, said he had given Mr. Crawford a key chain with a small jackknife as a token of his appreciation. Mr. Crawford inquired whether he could bring the item on a plane and Mr. Urban offered him a pen with an advertisement for a bail bondsman, just in case.

County Commissioner Jeremy Root provided Council with an update on events at the county level saying the Commission had moved forward to hire a part time coordinator and they had approved a series of wage increases across staff as a result of the wage study completed in 2017.

Councilmember Fox expressed an interest in holding a special meeting to allow City Manager Crawford to expound on his typical project status report.

Motion by Councilmember Fox to set a special meeting for Saturday, March 24, 2018 at 8:00am to allow the City Manager to present a detailed Project Status Report.

Motion supported by Councilmember Teich.

Roll Call Vote.

AYES: Councilmembers Bailey, Greenway, Fox, Teich, and Law.

NAYS: Mayor Pro-Tem Osika and Mayor Eveleth.

### **CITY MANAGER REPORT**

City Manager Crawford had nothing to report at this time.

### **CONSENT AGENDA**

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

**Special Assessment District No. 2018-04.** Authorize Resolution No. 2 setting a public hearing for Monday, April 2, 2018 for proposed Special Assessment District No. 2018-04 for Howard Street from Washington Street to 150' east of Park Street for street reconstruction as follows:

## RESOLUTION NO. 35-2018

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

### **Howard Street, a Public Street, from Washington Street to 150' east of Park 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 \$311,639.70 and determines that \$56,322.10 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 \$255,317.60 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, April 2, 2018 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:

### **Howard Street, Public Street, from Washington Street to 150' east of Park 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, April 2, 2018 for the purpose of hearing any person to be affected by the proposed public improvement.

**Special Assessment District No. 2018-08.** (This item was removed from the agenda.)

**Mid-Michigan Custom Car Show Permission.** Approve application of Andy Genovese on behalf of the Mid-Michigan Custom Car Show for use of Washington Street from Main Street to Mason Street and Exchange Street from Water Street to Park Street from 7:00am to 6:00pm on Sunday, May 20, 2017 for the Mid-Michigan Custom Car Show and authorize Traffic Control Order No. 1391 formalizing the request.

**Check Register – February 2018.**\* Affirm check disbursements totaling \$1,974,906.70 for February 2018.

Motion supported by Councilmember Greenway.

Roll Call Vote.

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

NAYS: None.

## **ITEMS OF BUSINESS**

### **Miscellaneous Water Service Charges Policy Update**

Motion by Councilmember Teich to approve the following resolution updating the Miscellaneous Water Service Charges Policy:

#### **RESOLUTION NO. 36-2018**

#### **ESTABLISHMENT OF MISCELLANEOUS WATER POLICIES AND SERVICE CHARGES EFFECTIVE APRIL 1, 2018**

WHEREAS, the city of Owosso owns and operates water and wastewater utilities;

WHEREAS, the city of Owosso must have policies and service charges in addition to the basic rates pursuant to the *Code of Ordinances of the City of Owosso, Michigan* Sec. 34-79. Additional regulations, and Sec. 34-81. Rules, regulations and fees; and

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

FIRST: The city council hereby adopts the following policies and service charges for the water utility which shall become effective April 1, 2018.

SECOND: Any policies previously adopted which conflict with the provisions of the following policies and services are hereby repealed.

I. Service costs resulting from customer request for turn-on or turn-off of a water service are as follows:

- a. There shall be no service charge for routine turn-on or turn-off of a water service during normal working hours or for an emergency after-hours call. Normal work hours are 7:00 a.m. to 3:30 p.m. Monday-Friday excluding holidays. An emergency is a situation such as a ruptured water service line that would result in significant loss of water and/or property damage and is not due to negligence or fault of the customer.
- b. A \$30.00 service charge shall apply for return appointments during normal work hours when required by the customer's failure to keep a previous service appointment. (Note: A water service will not be turned on unless a responsible person is present who can verify that there are no leaks in the internal plumbing.)
- c. A \$30.00 service charge shall apply for seasonal meter turn-on and account activation (during normal working hours only).
- d. A \$60.00 service charge shall apply for after-hours, non-emergency customer-requested and scheduled service calls up to one hour in duration. After-hours service exceeding one hour and/or requiring more than one employee will be charged the actual cost.

II. Service costs for reduced pressure principle backflow preventer RPZ (reduced pressure zone) inspections are as follows:

- a. Initial compliance inspections and noncompliance inspections are at no charge to the customer.
- b. A \$30.00 re-inspection fee for each additional inspection will be added to the water bill when additional inspections are needed.

III. Service charges required for nonpayment of water and/or sewer bills by due dates:

- a. A \$30.00 service charge shall be applied when payment is not received by the shut-off due date and the past due account was added to the shut-off listing.
- b. An additional \$30.00 service charge shall be paid prior to turning on a water service which was turned off for nonpayment if such turn-on request would occur after 5:00 p.m. on a normal working day.
- c. A \$25.00 service charge shall be paid for payments returned for any reason for account holders having insufficient funds.

IV. Tapping permits required by a customer request for new accounts are as follows:

- a. A \$30.00 service charge will apply for a tapping permit for all size taps.

V. Hydrant use request charges are as follows:

- a. Contractors and special projects. A \$1,000 service charge will be required at time of permit application. This fee includes the minimum charge of \$50.00 for 5,000 bulk gallons of water, plus additional charges of \$10.00 per 1,000 gallons, or fraction thereof, consumed greater than the minimum quantity. Owosso water system personnel will attach a water meter and RPZ backflow preventer to the hydrant for contractor use. If the water meter and RPZ are returned in good operating condition, the contractor will receive a \$450.00 refund, less charges for additional water consumed greater than the minimum quantity. Hydrant meters will not be provided from December 1 and March 31, unless the contractor can provide acceptable protection of equipment during freezing temperatures.

- b. Resident pool filling. Minimum charge for the filling of pools is \$300.00, which includes the first 5,000 gallons of water. A \$10.00-per-1,000 gallons, or fraction thereof, will be charged after the first 5,000 gallons.

VI. Hydrant flow data requests:

- a. A \$125.00 charge will be made for water distribution modeling data (average day psi, max day psi, peak hour psi, available fire flow in gallons per minute/GPM @ residual pressure of 20 psi).
- b. A \$275.00 charge will be made for field testing.

VII. Customer deposits

- a. A \$75.00 customer deposit will be required for in-city-of-Owosso rental property accounts.
- b. A \$75.00 customer deposit will be required for accounts out-of-city accounts.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

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

NAYS: None.

**Water & Sewer Connection Charges Policy Update**

Motion by Councilmember Fox to authorize the following resolution updating the Water & Sewer Connection Charges Policy:

**RESOLUTION NO. 37-2018**

**ESTABLISHMENT OF WATER AND SEWER CONNECTION CHARGES  
EFFECTIVE APRIL 1, 2018**

WHEREAS, the city of Owosso owns and operates water and wastewater utilities;

WHEREAS, the city of Owosso must have water and sewer connection charges besides the basic rates pursuant to the *Code of Ordinances of the City of Owosso, Michigan* Sec. 34-67. Water service connections, connection charges and Sec. 34-144. Connection charges (sewer);

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

FIRST: The city council hereby adopts the following connection charges for the water utility which shall become effective April 1, 2018.

SECOND: Any policies previously adopted which conflict with the provisions of the following policies and services are hereby repealed.

**WATER AND SEWER CONNECTION CHARGES**

Water and sewer connection charges for new or increased size services are a combination of the applicable charges appearing below. The director of public services and utilities shall verify the

applicable charges before approving an application for service. The applicant shall provide adequate information concerning water and sewer service requirements for the determination of service size.

I. Water service line charges

- a. Option 1 - Owner's contractor provides all excavation, backfill and surface restoration. The city makes the tap, installs water service from main to curb stop, and provides meter for interior installation. (SFR-single family residence) (DI- ductile iron water main) (PVC-C900 water main).

1" SFR Service DI	\$1,315 (1" tap, 1" corp, 1" copper to curb stop, curb stop, curb box, 5/8" meter)
1" SFR Service DI	\$1,355 (1" tap, 1" corp, 1" copper to curb stop, curb stop, curb box, 3/4" meter)
1" SFR Service PVC	\$1,410 (1" tap, 1" saddle, 1" copper to curb stop, curb stop, curb box, 5/8" meter)
1" SFR Service PVC	\$1,450 (1" tap, 1" saddle, 1" copper to curb stop, curb stop, curb box, 3/4" meter)

Other services are charged time and material charges, with prepayment of estimated material cost required.

- b. Option 2 - City provides excavation, backfill and surface restoration, including street patch, from tap to curb stop, and/or when service line is installed by boring or directional drilling. This option is generally only available for in-city customers.

1" SRF Service DI	\$3,525 (1" tap, 1" corp, 1" copper to curb stop, curb stop, curb box, 5/8" meter)
1" SRF Service DI	\$3,565 (1" tap, 1" corp, 1" copper to curb stop, curb stop, curb box, 3/4" meter)
1" SRF Service PVC	\$3,620 (1" tap, 1" saddle, 1" copper to curb stop, curb stop, curb box, 5/8" meter)
1" SRF Service PVC	\$3,660 (1" tap, 1" saddle, 1" copper to curb stop, curb stop, curb box, 3/4" meter)

Other services are charged time and material charges with prepayment of estimated material cost.

- c. Option 3 - Connection to existing water service stub-to-curb stop for a vacant lot, if stub was provided at city cost (such stubs are typically done before street construction).

1" SRF Service DI	\$1,850 for existing: (1" tap, 1" copper to stop, and a new 5/8" meter)
1" SRF Service DI	\$1,890 for existing: (1" tap, 1" copper to stop, and a new 3/4" meter)
1" SRF Service PVC	\$1,945 for existing: (1" tap, 1" copper to stop, and a new 5/8" meter)
1" SRF Service PVC	\$1,985 for existing: (1" tap, 1" copper to stop, and a new 3/4" meter)

- d. Additional charges may apply as follows:

Meter pit (for 3/4" to 1" services)	\$100 for parts and labor when an interior meter installation is not feasible.
Winter construction surcharge	\$300 for frozen ground (generally December 15 to March 15)

to cover additional costs related to frost excavation and extended street patch maintenance before a final patch.

## II. Sewer service line charges

- a. Option 1 - Owner's contractor provides all excavation, backfill and surface restoration

For four-inch or six-inch service      \$330 for parts and labor, including sewer wye or a saddle tap provided by the city.

- b. Option 2 - Connection to existing sewer service stub serving a vacant lot, if the stub was provided at city cost (such stubs are typically done before street construction).

For four-inch or six-inch service      \$1,000

## III. Water and sewer system charges

System charges as provided in Table 1—Water and Sewer Charges for Reserve Capacity provided for new customers but financed at system expense.

Out-of-city water system charges apply to retail customers outside the Owosso city limits unless otherwise provided in an agreement between the city and another governmental unit. City sewer system charges do not apply to out-of-city water services. Sewer service connections in other governmental units have their own charges.

Sewer system charges do not apply to separate water metered services such as irrigation, fire sprinkler service, or approved industrial applications where the water used does not go to the wastewater system.

A residential duplex served by a single service line and meter shall have a minimum meter size of  $\frac{3}{4}$ ." Determination of appropriate meter size for larger services is subject to review and approval by the director of public services and utilities before acceptance of the application for service. The review shall be based on the user's demand potential and generally accepted practices for sizing water meters based on expected average and peak flow rates. Generally, the meter size shall be reduced no more than one standard size from the size of the water line (e.g., a 1.5" meter is acceptable with a 2" service line).

When an existing water service is enlarged or replaced with a larger water service due to an expansion of the customer's water demand, the water and sewer system charges shall be based on the new meter size minus that for the existing water meter size. There is no credit or rebate on reduction of meter size.

**TABLE I**  
**WATER AND SEWER SYSTEM CHARGES FOR RESERVE CAPACITY**

Potable Water Service Meter Size	In-City Water System Charge	Out-of-City Water System Charge	In-City Sewer System Charge
5/8"	\$400	\$600	\$400
3/4"	\$600	\$900	\$600
1"	\$1,000	\$1,500	\$1,000
1.5"	\$2,000	\$3,000	\$2,000
2"	\$3,200	\$4,800	\$3,200
3"	\$6,000	\$9,000	\$6,000



4"	\$10,000	\$15,000	\$10,000
6"	\$20,000	\$30,000	\$20,000

#### **FIRE LINE CHARGES**

<b>Line Size</b>	<b>In-City</b>	<b>Out-of-City</b>
4"	\$1,000	\$1,500
6"	\$2,000	\$3,000
6" with pump	\$4,000	\$6,000
8"	\$4,000	\$6,000
8" with pump	\$6,000	\$9,000
10"	\$6,000	\$9,000
10" with pump	\$8,000	\$12,000
12"	\$8,000	\$12,000
12" with pump	\$10,000	\$15,000

#### **IV. Water main assessment charge (out-of-city)**

A water main assessment charge may apply to retail customers outside the Owosso city limits unless otherwise provided in an agreement between the city and another governmental unit (Caledonia Charter Township opted out October 6, 2011).

For properties outside the city, which were not assessed or did not pay in a comparable way for the installation of the water main abutting their property, a water main assessment charge shall be paid before connection. The assessment is applicable to Owosso Charter Township as follows:

	<b>Cost per front foot of property</b>	<b>Minimum</b>	<b>Maximum</b>
Water (residential)	\$15	\$ 900	\$3,000
Water (commercial or industrial)	\$20	\$2,000	

For corner lots, the assessment applies only to the frontage abutting the water main to be used for the service connection.

Water main assessment charge revenue shall be dedicated and restricted to a replacement fund to be used for water main replacements in the respective governmental unit.

#### **V. Meter charge**

This charge applies in cases where the cost of the meter is not included under I. above. The charge includes costs of a water meter, meter transmission unit (MTU), couplings, and a one-hour service call related to meter installation and inspection.

5/8" meter	\$280	1" meter	\$330
3/4" meter	\$320	1 1/2" meter	\$505
Larger meters will be charged at actual cost.			

Motion supported by Councilmember Bailey.

Roll Call Vote.

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

NAYS: None.

### **COMMUNICATIONS**

Karen K. Ruddy, Finance Director. February 2018 Finance Report.  
N. Bradley Hisson, Building Official. February 2018 Building Department Report.  
N. Bradley Hisson Building Official. February 2018 Code Violations Report.  
Kevin D. Lenkart, Public Safety Director. February 2018 Police Report.  
Kevin D. Lenkart, Public Safety Director. February 2018 Fire Report.  
Historical Commission. Minutes of February 19, 2018.  
Planning Commission. Minutes of February 26, 2018.  
Parks & Recreation Commission. Minutes of February 28, 2018.  
Downtown Development Authority/Main Street. Minutes of March 7, 2018.

### **CITIZEN COMMENTS AND QUESTIONS**

Tom Manke, Owosso Township resident, thanked everyone involved in the polar plunge event over the weekend. He said he hopes the new skate park comes to fruition soon.

Eddie Urban, 601 Glenwood Avenue, inquired whether the Council was serious about the special meeting they scheduled or if it was simply a joke aimed at Don's upcoming retirement.

Mayor Eveleth echoed Mr. Manke's comments saying the polar plunge was an awesome event. He encouraged people to donate to the cause noting the Parks & Recreation Commission have an active grant campaign going on with the goal of raising \$30,000 in 30 days for the construction of a new skate park. If the Commission reaches its goal the State has agreed to match the funds.

Councilmember Fox said Mr. Urban had seen through the ruse and admitted the special meeting was intended to be a joke.

Motion by Councilmember Fox to rescind the request for a special meeting.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

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

NAYS: None.

### **NEXT MEETING**

Monday, April 02, 2018

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals - term expires June 30, 2019  
Building Board of Appeals – Alternate - term expires June 30, 2018  
Historical Commission – term expires December 31, 2020

**ADJOURNMENT**

Motion by Councilmember Bailey for adjournment at 8:26 p.m.

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

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Christopher T. Eveleth, Mayor

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Amy K. Kirkland, City Clerk



## MEMORANDUM

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

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DATE: March 21, 2018

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Howard Street Reconstruction – Special Assessment Resolution No 3

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. **Howard Street, from Washington Street to 150' east of Park 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 18, 2017** 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. Resolution No. 2 for the proposed improvement was approved by city council at its **March 19, 2018** meeting.

**Step Three/Resolution No. 3** documents the hearing of necessity. This hearing provides affected residents with the opportunity to comment on the necessity of the project, and of the proper scale being proposed. After hearing citizen comment on the project the city council has three options: if agreement is reached that the project should proceed as proposed, the district is established and staff is directed to proceed with the next steps of the proposed project, including obtaining bids; if agreement is reached that the project should proceed, with some adjustments, staff will be directed to make those adjustments, the district is established and staff is then directed to proceed with the next steps of proposed project, including obtaining bids; if agreement is not reached and it is felt that the project is not warranted and should not proceed, failing to act on Resolution No. 3, effectively stops the process. City council will act on the resolution No.3 at its **April 2, 2018** meeting.

**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 city council will be holding a public hearing to receive citizen comments regarding the necessity of the proposed project. At the conclusion of the hearing council will consider approval of Resolution No. 3 authorizing the project to proceed. Residents that would be affected by the project have been sent a notification for the public hearing, a description of the work being proposed, and an estimate of the special assessment for their property.

Staff recommends authorization of Resolution No. 3 for the following district:

**Special Assessment District No. 2018-04 –  
Howard Street, a Public Street, from Washington Street to 150' east of Park Street**

**RESOLUTION NO.**

**ESTABLISHING SPECIAL ASSESSMENT DISTRICT NO. 2018-04  
HOWARD STREET, FROM WASHINGTON STREET TO 150' EAST OF PARK STREET  
FOR STREET RECONSTRUCTION**

WHEREAS, the City Council, after due and legal notice, has met and (there being no one to be heard regarding / having heard all persons to be affected by) the proposed public improvement more particularly hereinafter described; and

WHEREAS, the City Council deems it advisable and necessary to proceed with said public improvement as more particularly hereinafter described.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council hereby determines to make and proceed with the following described public improvement and to defray a part or the whole cost, as more particularly hereinafter provided, by special assessment upon the property specially benefited:

HOWARD STREET, A PUBLIC STREET, FROM WASHINGTON STREET TO 150' EAST OF PARK STREET  
STREET RECONSTRUCTION

2. The City Council hereby approves the plans for the aforesaid public improvement as prepared and presented by the City Manager and determines the estimated cost of said public improvement to be \$311,639.70 and approves said estimated cost and determines that the estimated life of said public improvement is twenty (20) years.
3. The City Council determines that of said total estimated cost, the sum of \$56,322.10 be paid by special assessment upon the property specially benefited, as more particularly hereinafter described, and that the sum of \$255,317.60 of said total estimated cost shall be the obligation of the City at large because of benefit to the City at large.
4. The City Council hereby designates the following described property as the special assessment district upon which the special assessment shall be levied:

Howard Street, a Public Street, from Washington Street to 150' east of Park Street  
Street Reconstruction

5. The City Assessor shall prepare a special assessment roll including all lots and parcels of land within the special assessment district herein designated, and the Assessor shall assess to each such lot or parcel of land such relative portion of the whole sum to be levied against all lands in the special assessment district as the benefit to such lot or parcel of land bears to the total benefits to all lands in such district.
6. When the Assessor shall have completed the assessment roll, he shall file the special assessment roll with the City Clerk for presentation to the City Council.

**PROPOSED DISTRICT NO. 2018-04**  
**HOWARD ST - FROM WASHINGTON TO 150' EAST OF PARK**  
**ENGINEER'S ESTIMATE**

1-Mar-18

**HOWARD STREET ENGINEER'S ESTIMATE**  
**WORK ITEM**

	UNIT	HOWARD QUANTITIES	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
MOBILIZATION, MAX	LSUM	0.25	\$ 68,000.00	\$ 17,000.00	\$ 8,500.00	\$ 5,100.00	\$ 3,400.00	\$ 3,400.00
DR STRUCTURE, REM	EA	3.00	\$ 350.00	\$ 1,050.00				
SEWER, REM, LESS THAN 24 INCH	LFT	0.00	\$ 10.00	\$ -				
CURB AND GUTTER, REM	LFT	591.00	\$ 7.00	\$ 4,137.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
PAVT, REM	SYD	25.00	\$ 8.00	\$ 200.00				
SIDEWALK, REM	SYD	439.25	\$ 8.00	\$ 3,514.00				
SUBGRADE UNDERCUTTING, TYPE II	CYD	50.00	\$ 25.00	\$ 1,250.00				
MACHINE GRADING, MOD	STA	13.00	\$ 700.00	\$ 9,100.00				
EROSION CONTROL, INLET PROTECTION, FABRIC DROP	EA	3.00	\$ 100.00	\$ 300.00				
EROSION CONTROL, SILT FENCE	FT	50.00	\$ 2.00	\$ 100.00				
MAINTENANCE GRAVEL	TON	100.00	\$ 25.00	\$ 2,500.00				
APPROACH, CL II, LM	CYD	2.50	\$ 40.00	\$ 100.00	\$ 100.00	\$ 60.00	\$ 40.00	\$ 40.00
SEWER BULKHEAD, 12 INCH OR LESS	EA	0.00	\$ 300.00	\$ -				
SEWER BULKHEAD, 15 INCH OR LESS	EA	0.00	\$ 350.00	\$ -				
SEWER BULKHEAD, 18 INCH OR LESS	EA	0.00	\$ 400.00	\$ -				
SANITARY SERV CONFLICT	EA	1.00	\$ 1,500.00	\$ 1,500.00				
DR STRUCTURE COVER, TEMP LOWERING	EA	3.00	\$ 250.00	\$ 750.00	\$ 750.00	\$ 450.00	\$ 300.00	\$ 300.00
HMA SURFACE, REM	SYD	2098.00	\$ 3.00	\$ 6,294.00	\$ 6,294.00	\$ 3,776.40	\$ 2,517.60	\$ 2,517.60
COLD MILLING HMA SURFACE	SYD	0.00	\$ 3.00	\$ -				
SAWCUTTING	LFT	200.00	\$ 3.00	\$ 600.00				
AGGREGATE BASE, 6 INCH, MOD	SYD	2576.00	\$ 9.50	\$ 24,472.00				
AGGREGATE BASE, 8 INCH, MOD	SYD	0.00	\$ 11.25	\$ -				
AGGREGATE BASE, 9 INCH, MOD	SYD	0.00	\$ 12.00	\$ -				
GEOTEXTILE SEPARATOR	SYD	2440.00	\$ 1.50	\$ 3,660.00				
SEWER, SDR-26, 6 INCH, TRENCH DET B-MOD	LFT	0.00	\$ 35.00	\$ -				
SEWER, SDR-26, 8 INCH, TRENCH DET B-MOD	LFT	0.00	\$ 37.50	\$ -				
SEWER, SDR-26, 10 INCH, TRENCH DET B-MOD	LFT	52.00	\$ 40.00	\$ 2,080.00				
SEWER, SDR-26, 12 INCH, TRENCH DET B-MOD	LFT	265.00	\$ 45.00	\$ 11,925.00				
SEWER, SDR-26, 15 INCH, TRENCH DET B-MOD	LFT	86.00	\$ 52.00	\$ 4,472.00				
SEWER, SDR-26, 18 INCH, TRENCH DET B-MOD	LFT	260.00	\$ 60.00	\$ 15,600.00				
SEWER, SDR-26, 24 INCH, TRENCH DET B-MOD	LFT	0.00	\$ 75.00	\$ -				
SEWER, SDR-26, 30 INCH, TRENCH DET B-MOD	LFT	0.00	\$ 100.00	\$ -				
DR STRUCTURE COVER, ADJ, CASE 1	EA	4.00	\$ 475.00	\$ 1,900.00	\$ 1,900.00	\$ 1,140.00	\$ 760.00	\$ 760.00
DR STRUCTURE. ADJ, ADD DEPTH	FT	0.00	\$ 325.00	\$ -				
DR STRUCTURE COVER, EJ 1030	EA	0.00	\$ 450.00	\$ -				
DR STRUCTURE COVER, EJ 1060	EA	0.00	\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ -
DR STRUCTURE COVER, EJ 1060 W/ TYPE N OVAL GRATE	EA	0.00	\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ -
DR STRUCTURE COVER, EJ 1120 W/ GASKET SEAL	EA	1.00	\$ 650.00	\$ 650.00	\$ 650.00	\$ 390.00	\$ 260.00	\$ 260.00
DR STRUCTURE COVER, EJ 7000	EA	0.00	\$ 700.00	\$ -				
DR STRUCTURE, 24 INCH DIA, MOD	EA	0.00	\$ 1,200.00	\$ -				
DR STRUCTURE, 36 INCH DIA. MOD	EA	0.00	\$ 1,400.00	\$ -				
DR STRUCTURE, 48 INCH DIA. MOD	EA	12.00	\$ 1,800.00	\$ 21,600.00				
DR STRUCTURE, 60 INCH DIA. MOD	EA	0.00	\$ 2,600.00	\$ -				
DR STRUCTURE, 72 INCH DIA. MOD	EA	2.00	\$ 5,000.00	\$ 10,000.00				
HAND PATCHING	TON	0.00	\$ 125.00	\$ -				
HMA, 2C@ 3"	TON	455.00	\$ 65.00	\$ 29,575.00	\$ 29,575.00	\$ 17,745.00	\$ 5,027.75	\$ 11,830.00
HMA, 3C	TON	0.00	\$ 70.00	\$ -				

**PROPOSED DISTRICT NO. 2018-04**  
**HOWARD ST - FROM WASHINGTON TO 150' EAST OF PARK**  
**ENGINEER'S ESTIMATE**

**HOWARD STREET ENGINEER'S ESTIMATE**  
**WORK ITEM**

	UNIT	HOWARD QUANTITIES	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
HMA, 4E3@ 2"	TON	303.00	\$ 75.00	\$ 22,725.00	\$ 22,725.00	\$ 13,635.00	\$ 9,090.00	\$ 9,090.00
HMA, 5E3@ 1.5"	TON	227.00	\$ 73.00	\$ 16,571.00	\$ 16,571.00	\$ 9,942.60	\$ 6,628.40	\$ 6,628.40
HMA APPROACH	TON	3.75	\$ 125.00	\$ 468.75	\$ 468.75	\$ 281.25	\$ 187.50	\$ 187.50
CEMENT	TON	1.25	\$ 250.00	\$ 312.50	\$ 312.50	\$ 187.50	\$ 125.00	\$ 125.00
CONCRETE PAVT, NONREINF, 9 INCH	SYD	0.00	\$ 60.00	\$ -				
DRIVEWAY, NONREINF CONC, 6 INCH	SYD	7.50	\$ 45.00	\$ 337.50	\$ 337.50	\$ 202.50	\$ 135.00	\$ 135.00
CURB AND GUTTER, CONC, DET F4, MOD	LFT	988.00	\$ 20.00	\$ 19,760.00	\$ 4,000.00	\$ 2,400.00	\$ 1,600.00	\$ 1,600.00
DETECTABLE WARNING SURFACE	LFT	0.00	\$ 35.00	\$ -				
SIDEWALK RAMP, CONC, 4 INCH	SFT	375.00	\$ 5.00	\$ 1,875.00				
SIDEWALK, CONC, 4 INCH	SFT	1750.00	\$ 4.50	\$ 7,875.00				
SIDEWALK, CONC, 6 INCH	SFT	575.00	\$ 5.00	\$ 2,875.00				
MINOR TRAF DEVICES	LSUM	0.25	\$ 30,000.00	\$ 7,500.00	\$ 3,750.00	\$ 2,250.00	\$ 1,500.00	\$ 1,500.00
BARRICADE, TYPE III, HIGH INTENSITY, FURN & OPER	EA	2.50	\$ 100.00	\$ 250.00				
PEDESTRIAN TYPE II BARRICADE, TEMP	EA	1.00	\$ 150.00	\$ 150.00				
LIGHTED ARROW, TYPE C, FURN AND OPER	EA	1.00	\$ 300.00	\$ 300.00				
PLASTIC DRUM, HIGH INTENSITY, FURN & OPER	EA	31.25	\$ 20.00	\$ 625.00				
SIGN, TYPE B, TEMP, PRISMATIC, FURN & OPER	SFT	175.00	\$ 5.00	\$ 875.00				
TRAF REGULATOR CONTROL	LSUM	0.00	\$ 5,000.00	\$ -				
TURF ESTABLISHMENT, PERFORMANCE	SYD	425.00	\$ 5.00	\$ 2,125.00				
SIGN, TYPE III, REM	EA	1.00	\$ 10.00	\$ 10.00				
SIGN, TYPE III, ERECT, SALV	EA	1.00	\$ 40.00	\$ 40.00				
POST, STEEL, 3 POUND	FT	16.00	\$ 6.00	\$ 96.00				
POST, MAILBOX	EA	5.00	\$ 80.00	\$ 400.00				
VALVE BOX, ADJ	EA	1.00	\$ 200.00	\$ 200.00				
ABANDONED GAS MAIN CONFLICT	EA	2.50	\$ 500.00	\$ 1,250.00				
MISCELLANEOUS WORK ITEMS	LSUM	1.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 12,000.00	\$ 8,000.00	\$ 8,000.00
SUB TOTALS				\$ 259,699.75	\$ 117,333.75	\$ 70,400.25	\$ 40,131.25	\$ 46,933.50
ENGINEERING AT 15% ASSESSABLE COST				\$ 38,954.96	\$ 17,600.06	\$ 10,560.04	\$ 6,019.69	\$ 7,040.03
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 12,984.99	\$ 5,866.69	\$ 3,520.01	\$ 2,006.56	\$ 2,346.68
GRAND TOTALS				\$ 311,639.70	\$ 140,800.50	\$ 84,480.30	\$ 48,157.50	\$ 56,320.20



**PROPOSED DISTRICT NO. 2018-04**  
**HOWARD ST - FROM WASHINGTON TO 150 FT EAST OF PARK**  
**ESTIMATED SPECIAL ASSESSMENTS**

HOWARD ST WASHINGTON TO 150 ' EAST OF PARK  
 SOUTH SDIE

**SPECIAL ASSESSMENT ROLL**

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	
503-507	WASHINGTON	651-020-002	122	1	122	\$72.44	\$8,837.68	B-4
152 OR 510	HOWARD OR PARK	651-020-001	122	0.75	91.5	\$72.44	\$6,628.26	B-4
515	PARK	651-019-001	140	0.75	105	\$72.44	\$7,606.20	B-4
			384		318.5		\$23,072.14	

Note: 651-019-001 total front footage is 259'

NORTH SIDE

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	
	HOWARD	651-000-005	120	1	120	\$72.44	\$8,692.80	I-2
	HOWARD	651-000-004	339	1	339	\$72.44	\$24,557.16	I-2
			459		459		\$33,249.96	

Note: 651-000-004 total front footage is 813'

**PROPOSED DISTRICT NO. 2018-04  
HOWARD ST - FROM WASHINGTON TO 150 FT EAST OF PARK  
ESTIMATED SPECIAL ASSESSMENTS**

**HOWARD**

**SPECIAL ASSESSMENT ROLL**

ENGINEER'S ESTIMATE		\$140,800.50		
CITY SHARE	60%	\$84,480.30		
LAND OWNER	40%	\$56,320.20	AMOUNT ASSESSMENT	\$56,322.10
	TOTAL			
		TOTAL		
ASSESSABLE FRONT FOOT		777.5		
FRONT FOOT RATE		\$72.44		





## MEMORANDUM

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

**DATE:** March 29, 2018

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

**FROM:** Planning Commission

**SUBJECT:** Setting a public hearing to amend Section 26-19(1)a, Sign setbacks, of the *Owosso Code of Ordinances*.

### RECOMMENDATION:

The Planning Commission hereby recommends setting a public hearing on Monday, May 7 , 2018 to amend Section 26-19(1)a, Sign setbacks, of the *Owosso Code of Ordinances*.

### BACKGROUND:

A public workshop was held by the Owosso Planning Commission on Monday, March 26, 2018 at its regularly scheduled meeting to receive citizen comment regarding the proposal to amend subsection (1)a, *Sign setbacks*, of Section 26-19, General standards for permitted signs, of the Code of the city of Owosso. The proposed ordinance amendment will reduce the setback requirement of ten (10) feet from any public right-of-way to five (5) feet. The previous sign ordinance, repealed and replaced in its entirety in June of 2017, had a setback requirement of five (5) feet from any public right-of-way. The current ordinance inadvertently set that requirement at ten (10) feet. The proposed amendment will help prevent future hardships on businesses wishing to replace their current signage and will work to keep the established distance of their current signage in compliance.

### FISCAL IMPACTS:

n/a

**RESOLUTION NO.**  
**TO AMEND SECTION 26-19(1)a**  
**OF THE CODE OF THE CITY OF OWOSSO**  
**TO REDUCE SIGN SETBACKS**

WHEREAS, subsection *1a. Sign setbacks*, of Section 26-19, General standards for permitted signs, outlines specific regulations regarding signage and setback requirements; and

WHEREAS, the setback requirements pertaining to public right-of-ways require modification to correct an error made when the ordinance was repealed and replaced in May 2017; and

WHEREAS, the planning commission held a public workshop at their March 26, 2018 regularly scheduled meeting regarding the proposed amendment to Section 26-19, General standards for permitted signs, subsection *1a. Sign setbacks* in which no citizen comments were voiced or received; and

WHEREAS, the planning commission recommends amending Section 26-19 (1)a to correct the error.

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

SECTION 1. AMENDMENT. That subsection *a. Sign setbacks* of Section 26-19(1). General standards for permitted signs of the Owosso City Code be amended to read:

**Sec. 26-19. - General standards for permitted signs.**

Signs which are permitted as accessory uses serving a commercial or informational purpose may be permitted subject to the requirements of this article; provided, that no such sign shall be erected or altered until approved by the building official/zoning administrator and until a sign permit has been issued pursuant to chapter 26 of the City of Owosso Code of Ordinances.

(1) Sign setbacks.

- a. All signs, unless otherwise provided for, shall be set back a minimum of ~~ten feet~~ **five (5) feet** from any public or private street right-of-way line or access drive in all districts. This distance shall be measured from the nearest edge of the sign, measured at a vertical line perpendicular to the ground to the right-of-way.

SECTION 2. SEVERABILITY. The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid the same shall not affect the validity of this Ordinance as a whole or any section or provision of this Ordinance other than the section or provision so declared to be unconstitutional or invalid.

SECTION 3. INCONSISTENT ORDINANCES. All ordinances or parts of ordinances inconsistent with the provisions of this Ordinance are repealed.

SECTION 4. PUBLIC HEARING. A public hearing is set for Monday, May 7, 2018 at 7:30 p.m. for the purpose of hearing citizen comment regarding the proposed amendment to Chapter 26, Signs, of the Code of Ordinances of the City of Owosso.

SECTION 4. EFFECTIVE DATE. This amendment shall become effective 20 days after approval.

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



## MEMORANDUM

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

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DATE: March 21, 2018

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Stewart Street Resurfacing – 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. **Stewart Street, from Cedar Street to Shiawassee Street**, is proposed by the city for street resurfacing. 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 18, 2017** 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. City Council is asked to act upon Resolution No. 2 on **April 2, 2018** for the proposed improvement setting the hearing of necessity for April 16, 2018.

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:

**Stewart Street, a Public Street, from Cedar Street to Shiawassee Street**

**Special Assessment Resolution No. 2 for Stewart Street**

Special Assessment District No. 2018-06

**Stewart Street, Public Street, from Cedar Street to  
Shiawassee Street**

**RESOLUTION NO.**

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

**Stewart Street, Public Street, from Cedar Street to Shiawassee Street; Resurfacing**

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 \$331,305.00 and determines that \$72,902.88 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 \$258,402.12 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, \_\_\_\_\_ 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:

**Stewart Street, Public Street, from Cedar Street to Shiawassee Street**



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

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, \_\_\_\_\_ for the purpose of hearing any person to be affected by the proposed public improvement.

**PROPOSED SPECIAL ASSESSMENT DISTRICT NO. 2018-06**  
**STEWART STREET, FROM CEDAR TO SHIAWASSEE**  
**ENGINEER'S ESTIMATE**

1-Mar-18

**STEWART STREET ENGINEER'S ESTIMATE**  
**WORK ITEM**

	UNIT	STEWART QUANTITIES	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
MOBILIZATION, MAX	LSUM	0.25	\$ 68,000.00	\$ 17,000.00	\$ 8,500.00	\$ 5,100.00	\$ 3,400.00	\$ 3,400.00
DR STRUCTURE, REM	EA	4.00	\$ 350.00	\$ 1,400.00				
SEWER, REM, LESS THAN 24 INCH	LFT	0.00	\$ 10.00	\$ -				
CURB AND GUTTER, REM	LFT	504.00	\$ 7.00	\$ 3,528.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
PAVT, REM	SYD	103.00	\$ 8.00	\$ 824.00				
SIDEWALK, REM	SYD	100.25	\$ 8.00	\$ 802.00				
SUBGRADE UNDERCUTTING, TYPE II	CYD	50.00	\$ 25.00	\$ 1,250.00				
MACHINE GRADING, MOD	STA	25.00	\$ 700.00	\$ 17,500.00				
EROSION CONTROL, INLET PROTECTION, FABRIC DROP	EA	2.00	\$ 100.00	\$ 200.00				
EROSION CONTROL, SILT FENCE	FT	50.00	\$ 2.00	\$ 100.00				
MAINTENANCE GRAVEL	TON	100.00	\$ 25.00	\$ 2,500.00				
APPROACH, CL II, LM	CYD	2.50	\$ 40.00	\$ 100.00	\$ 100.00	\$ 60.00	\$ 40.00	\$ 40.00
SEWER BULKHEAD, 12 INCH OR LESS	EA	0.00	\$ 300.00	\$ -				
SEWER BULKHEAD, 15 INCH OR LESS	EA	0.00	\$ 350.00	\$ -				
SEWER BULKHEAD, 18 INCH OR LESS	EA	0.00	\$ 400.00	\$ -				
SANITARY SERV CONFLICT	EA	1.00	\$ 1,500.00	\$ 1,500.00				
DR STRUCTURE COVER, TEMP LOWERING	EA	4.00	\$ 250.00	\$ 1,000.00	\$ 750.00	\$ 450.00	\$ 300.00	\$ 300.00
HMA SURFACE, REM	SYD	4641.00	\$ 3.00	\$ 13,923.00	\$ 13,923.00	\$ 8,353.80	\$ 5,569.20	\$ 5,569.20
COLD MILLING HMA SURFACE	SYD	0.00	\$ 3.00	\$ -				
SAWCUTTING	LFT	200.00	\$ 3.00	\$ 600.00				
AGGREGATE BASE, 6 INCH, MOD	SYD	0.00	\$ 9.50	\$ -				
AGGREGATE BASE, 8 INCH, MOD	SYD	4641.00	\$ 11.25	\$ 52,211.25				
AGGREGATE BASE, 9 INCH, MOD	SYD	0.00	\$ 12.00	\$ -				
GEOTEXTILE SEPARATOR	SYD	4719.00	\$ 1.50	\$ 7,078.50				
SEWER, SDR-26, 6 INCH, TRENCH DET B-MOD	LFT	0.00	\$ 35.00	\$ -				
SEWER, SDR-26, 8 INCH, TRENCH DET B-MOD	LFT	0.00	\$ 37.50	\$ -				
SEWER, SDR-26, 10 INCH, TRENCH DET B-MOD	LFT	40.00	\$ 40.00	\$ 1,600.00				
SEWER, SDR-26, 12 INCH, TRENCH DET B-MOD	LFT	10.00	\$ 45.00	\$ 450.00				
SEWER, SDR-26, 15 INCH, TRENCH DET B-MOD	LFT	0.00	\$ 52.00	\$ -				
SEWER, SDR-26, 18 INCH, TRENCH DET B-MOD	LFT	0.00	\$ 60.00	\$ -				
SEWER, SDR-26, 24 INCH, TRENCH DET B-MOD	LFT	0.00	\$ 75.00	\$ -				
SEWER, SDR-26, 30 INCH, TRENCH DET B-MOD	LFT	0.00	\$ 100.00	\$ -				
DR STRUCTURE COVER, ADJ, CASE 1	EA	4.00	\$ 475.00	\$ 1,900.00	\$ 1,900.00	\$ 1,140.00	\$ 760.00	\$ 760.00
DR STRUCTURE. ADJ, ADD DEPTH	FT	1.00	\$ 325.00	\$ 325.00				
DR STRUCTURE COVER, EJ 1030	EA	0.00	\$ 450.00	\$ -				
DR STRUCTURE COVER, EJ 1060	EA	0.00	\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ -

**PROPOSED SPECIAL ASSESSMENT DISTRICT NO. 2018-06**

**STEWART STREET, FROM CEDAR TO SHIAWASSEE**

**ENGINEER'S ESTIMATE**

STEWART STREET ENGINEER'S ESTIMATE WORK ITEM	UNIT	STEWART QUANTITIES	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
DR STRUCTURE COVER, EJ 1060 W/ TYPE N OVAL GRATE	EA	0.00	\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ -
DR STRUCTURE COVER, EJ 1120 W/ GASKET SEAL	EA	0.00	\$ 650.00	\$ -	\$ -	\$ -	\$ -	\$ -
DR STRUCTURE COVER, EJ 7000	EA	2.00	\$ 700.00	\$ 1,400.00				
DR STRUCTURE, 24 INCH DIA, MOD	EA	0.00	\$ 1,200.00	\$ -				
DR STRUCTURE, 36 INCH DIA. MOD	EA	2.00	\$ 1,400.00	\$ 2,800.00				
DR STRUCTURE, 48 INCH DIA. MOD	EA	1.00	\$ 1,800.00	\$ 1,800.00				
DR STRUCTURE, 60 INCH DIA. MOD	EA	0.00	\$ 2,600.00	\$ -				
DR STRUCTURE, 72 INCH DIA. MOD	EA	0.00	\$ 5,000.00	\$ -				
DR STRUCTURE, ADD DEPTH, 60 INCH, 8'-15' DEPTH	FT	0.00	\$ 100.00	\$ -				
DR STRUCTURE, ADD DEPTH, 72 INCH, 8'-15' DEPTH	FT	0.00	\$ 150.00	\$ -				
HAND PATCHING	TON	0.00	\$ 125.00	\$ -				
HMA, 2C@ 3"	TON	834.00	\$ 65.00	\$ 54,210.00	\$ 54,210.00	\$ 32,526.00	\$ 17,889.30	\$ 21,684.00
HMA, 3C	TON	0.00	\$ 70.00	\$ -				
HMA, 4E3@ 1.5"	TON	417.00	\$ 75.00	\$ 31,275.00	\$ 31,275.00	\$ 18,765.00	\$ 12,510.00	\$ 12,510.00
HMA, 5E3@ 1.5"	TON	417.00	\$ 73.00	\$ 30,441.00	\$ 30,441.00	\$ 18,264.60	\$ 12,176.40	\$ 12,176.40
HMA APPROACH	TON	3.75	\$ 125.00	\$ 468.75	\$ 468.75	\$ 281.25	\$ 187.50	\$ 187.50
CEMENT	TON	1.25	\$ 250.00	\$ 312.50	\$ 312.50	\$ 187.50	\$ 125.00	\$ 125.00
CONCRETE PAVT, NONREINF, 9 INCH	SYD	0.00	\$ 60.00	\$ -				
DRIVEWAY, NONREINF CONC, 6 INCH	SYD	7.50	\$ 45.00	\$ 337.50	\$ 337.50	\$ 202.50	\$ 135.00	\$ 135.00
CURB AND GUTTER, CONC, DET F4, MOD	LFT	504.00	\$ 20.00	\$ 10,080.00	\$ 4,000.00	\$ 2,400.00	\$ 1,600.00	\$ 1,600.00
DETECTABLE WARNING SURFACE	LFT	0.00	\$ 35.00	\$ -				
SIDEWALK RAMP, CONC, 4 INCH	SFT	750.00	\$ 5.00	\$ 3,750.00				
SIDEWALK, CONC, 4 INCH	SFT	300.00	\$ 4.50	\$ 1,350.00				
SIDEWALK, CONC, 6 INCH	SFT	25.00	\$ 5.00	\$ 125.00				
MINOR TRAF DEVICES	LSUM	0.25	\$ 30,000.00	\$ 7,500.00	\$ 3,750.00	\$ 2,250.00	\$ 1,500.00	\$ 1,500.00
BARRICADE, TYPE III, HIGH INTENSITY, FURN & OPER	EA	2.50	\$ 100.00	\$ 250.00				
PEDESTRIAN TYPE II BARRICADE, TEMP	EA	1.00	\$ 150.00	\$ 150.00				
LIGHTED ARROW, TYPE C, FURN AND OPER	EA	1.00	\$ 300.00	\$ 300.00				
PLASTIC DRUM, HIGH INTENSITY, FURN & OPER	EA	31.25	\$ 20.00	\$ 625.00				
SIGN, TYPE B, TEMP, PRISMATIC, FURN & OPER	SFT	175.00	\$ 5.00	\$ 875.00				
TRAF REGULATOR CONTROL	LSUM	0.00	\$ 5,000.00	\$ -				
TURF ESTABLISHMENT, PERFORMANCE	SYD	300.00	\$ 5.00	\$ 1,500.00				
SIGN, TYPE III, REM	EA	1.00	\$ 10.00	\$ 10.00				
SIGN, TYPE III, ERECT, SALV	EA	1.00	\$ 40.00	\$ 40.00				
POST, STEEL, 3 POUND	FT	16.00	\$ 6.00	\$ 96.00				
POST, MAILBOX	EA	5.00	\$ 80.00	\$ 400.00				
VALVE BOX, ADJ	EA	1.00	\$ 200.00	\$ 200.00				
ABANDONED GAS MAIN CONFLICT	EA	2.50	\$ 500.00	\$ 1,250.00				

**PROPOSED SPECIAL ASSESSMENT DISTRICT NO. 2018-06**  
**STEWART STREET, FROM CEDAR TO SHIAWASSEE**  
**ENGINEER'S ESTIMATE**

STEWART STREET ENGINEER'S ESTIMATE WORK ITEM	UNIT	STEWART QUANTITIES	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
MISCELLANEOUS WORK ITEMS	LSUM	1.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00
SUB TOTALS				\$ 276,087.50	\$ 161,367.75	\$ 90,820.65	\$ 60,752.40	\$ 64,547.10
ENGINEERING AT 15% ASSESSABLE COST				\$ 41,413.13	\$ 24,205.16	\$ 13,623.10	\$ 9,112.86	\$ 9,682.07
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 13,804.38	\$ 8,068.39	\$ 4,541.03	\$ 3,037.62	\$ 3,227.36
GRAND TOTALS				\$ 331,305.00	\$ 193,641.30	\$ 108,984.78	\$ 72,902.88	\$ 77,456.52

# STEWART

# SPECIAL ASSESSMENT ROLL

ENGINEER'S ESTIMATE		\$193,641.30		NORTH SIDE	\$34,723.86
CITY SHARE	60%	\$116,184.78		SOUTH SIDE	\$38,173.63
LAND OWNER	40%	\$77,456.52	AMOUNT ASSESSMENT	\$72,902.88	\$72,897.49
TOTAL		\$193,641.30			

	TOTAL	COMMERCIAL	NON-COMMERCIAL
ASSESSABLE FRONT FOOT	2247.12	155.00	2092.12
FRONT FOOT RATE		COMMERCIAL	NON-COMMERCIAL

	ASSESSMENT AT 40% 4" RULE	TOTAL ASSESSABLE FRONT FOOT	FRONT FOOT RATE	ASSESSABLE FRONT FOOT COMMERCIAL	TOTAL AMOUNT OF COMMERCIAL ASSESSMENT
COMMERCIAL 6"	\$77,456.52	2247.12	\$34.47	155.00	\$5,342.73
	ASSESSMENT AT 40% 4" RULE LESS ASSESSMENT AT 40% 4" RULE	TOTAL ASSESSABLE FRONT FOOT NON-COMMERCIAL	FRONT FOOT RATE	ASSESSABLE FRONT FOOT OF NON-COMMERCIAL	TOTAL AMOUNT OF NON -COMMERCIAL ASSESSMENT
NON-COMMERCIAL 4"	\$67,560.15	2092.12	\$32.29	2,092.12	\$67,560.15
ASSESSMENT AT 40% 6" RULE	\$77,456.52				
ASSESSMENT AT 40% 4" RULE	\$72,902.88				

STEWART 100 WEST OF CEDAR TO SHIAWASSEE  
NORTH SIDE

SPECIAL ASSESSMENT ROLL

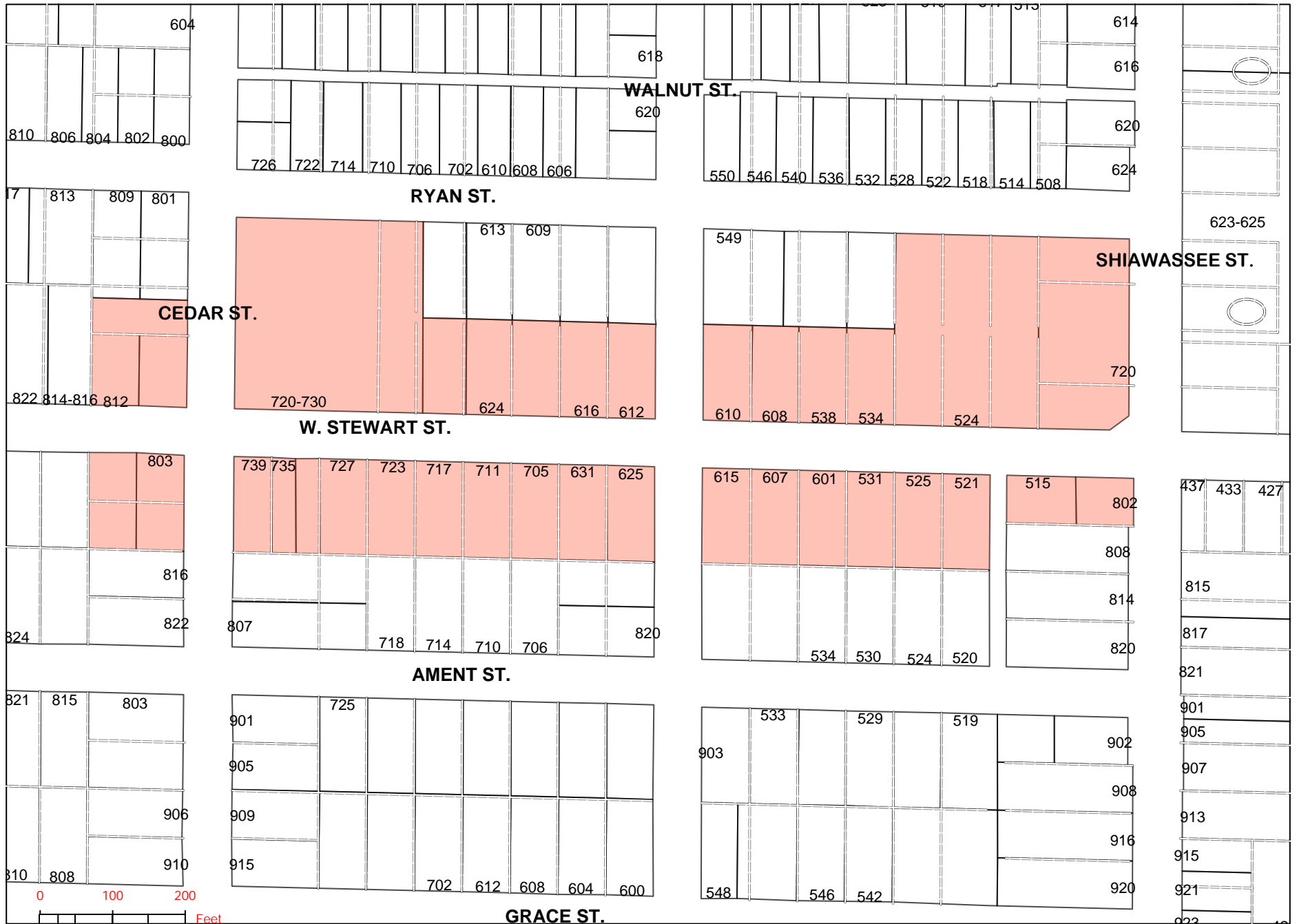
ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	
812	STEWART	113-001-027	34	1	34.00	\$32.29	\$1,097.86	R-1
802	STEWART	113-001-026	66	0.75	49.50	\$32.29	\$1,598.36	R-1
720-730	STEWART	673-006-001	263.5	0.75	197.63	\$32.29	\$6,381.31	RM-2
702	STEWART	673-006-007	60	1	60.00	\$32.29	\$1,937.40	R-1
624	STEWART	673-006-008	63	1	63.00	\$32.29	\$2,034.27	R-1
620	STEWART	673-006-009	66	1	66.00	\$32.29	\$2,131.14	R-1
616	STEWART	673-006-010	66	1	66.00	\$32.29	\$2,131.14	R-1
612	STEWART	673-006-011	66	0.75	49.50	\$32.29	\$1,598.36	R-1
610	STEWART	673-007-006	66	0.75	49.50	\$32.29	\$1,598.36	R-1
608	STEWART	673-007-007	66	1	66.00	\$32.29	\$2,131.14	R-1
538	STEWART	673-007-008	66	1	66.00	\$32.29	\$2,131.14	R-1
534	STEWART	673-007-009	66	1	66.00	\$32.29	\$2,131.14	R-1
524	STEWART	673-007-010	198	0.75	148.50	\$32.29	\$4,795.07	R-1
720	SHIAWASSEE	673-007-011	125	0.75	93.75	\$32.29	\$3,027.19	R-1
			1271.5		1075.38		\$34,723.86	

STEWART 100 WEST OF CEDAR TO SHIAWASSEE  
SOUTH SIDE

SPECIAL ASSESSMENT ROLL

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	
809	STEWART	622-001-002	34	1	34.00	\$32.29	\$1,097.86	R-1
803	STEWART	622-001-001	66	0.75	49.50	\$32.29	\$1,598.36	R-1
739	STEWART	070-002-010	56.33	0.75	42.25	\$32.29	\$1,364.17	R-1
735	STEWART	070-002-009	33	1	33.00	\$32.29	\$1,065.57	R-1
731	STEWART	070-002-008	33	1	33.00	\$32.29	\$1,065.57	R-1
727	STEWART	070-002-007	66	1	66.00	\$32.29	\$2,131.14	R-1
723	STEWART	070-002-006	66	1	66.00	\$32.29	\$2,131.14	R-1
717	STEWART	070-002-005	66	1	66.00	\$32.29	\$2,131.14	R-1
711	STEWART	070-002-004	66	1	66.00	\$32.29	\$2,131.14	R-1
705	STEWART	070-002-003	66	1	66.00	\$32.29	\$2,131.14	R-1
631	STEWART	070-002-002	66	1	66.00	\$32.29	\$2,131.14	R-1
625	STEWART	070-002-001	66	0.75	49.50	\$32.29	\$1,598.36	R-1
615	STEWART	070-001-009	66	0.75	49.50	\$32.29	\$1,598.36	R-1
607	STEWART	070-001-008	66	1	66.00	\$32.29	\$2,131.14	R-1
601	STEWART	070-001-007	66	1	66.00	\$32.29	\$2,131.14	R-1
531	STEWART	070-001-006	66	1	66.00	\$32.29	\$2,131.14	R-1
525	STEWART	070-001-005	66	1	66.00	\$32.29	\$2,131.14	R-1
521	STEWART	070-001-004	66	1	66.00	\$32.29	\$2,131.14	R-1
515	STEWART	070-001-001	95	1	95.00	\$34.47	\$3,274.65	B-1
802	SHIAWASSEE	070-001-002	80	0.75	60.00	\$34.47	\$2,068.20	I-1
			1255.33		1171.75		\$38,173.63	

# OWOSSO





**RESOLUTION NO.**

**APPOINTING CORPORATION BOARD MEMBER AND ALTERNATE TO  
THE I-69 INTERNATIONAL TRADE CORRIDOR NEXT MICHIGAN DEVELOPMENT CORPORATION  
AND ASSOCIATED BOARDS**

WHEREAS, the city of Owosso is a member of the I-69 International Trade Corridor Next Michigan Development Corporation; and

WHEREAS, as long as the city of Owosso remains a member of the I-69 International Trade Corridor Next Michigan Development Corporation the city is entitled to one board member to be appointed by the appointing authority under the *Rules of Procedure I-69 International Trade Corridor Next Michigan Development Corporation*; and

WHEREAS, the *Rules of Procedure I-69 International Trade Corridor Next Michigan Development Corporation* provide that the tenure of any board member shall not exceed four years, that any member may resign anytime and may be removed anytime by the appointing authority; and

WHEREAS, the city of Owosso has also provided a representative to the I-69 International Trade Corridor Next Michigan Development Corporation Local Development Finance Authority and the city wishes to maintain that appointment after the retirement of the current appointee.

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

FIRST: Nathaniel R. Henne is appointed as the corporate board member and the LDFA member representing the city of Owosso.

SECOND: The City Manager may appoint an alternate board member to represent the city of Owosso in his stead.



## **MEMORANDUM**

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

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DATE: March 23, 2018

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Change Order No. 4 – Oliver Street Reconstruction Project Phase I

### **RECOMMENDATION**

Approval of Change Order No. 4 to the contract with Spicer Group, Inc. for additional professional engineering services for the Oliver Street Reconstruction Project in the amount of \$95,000.00.

### **BACKGROUND**

On May 2, 2016, City Council awarded a contract to Spicer Group, Inc. for professional engineering services for the Oliver Street Reconstruction Project. The project was divided afterward into two construction seasons and the Contract with Spicer Group, Inc. was adjusted by change order. Now that 2017 construction work is complete, Spicer Group, Inc. reported additional inspection and construction administration services are necessary to complete and close out its responsibilities for the Phase I portion of the project. The additional hours as submitted in the attached change order have been reviewed and analyzed, and determined to be justified. The total contract amount after approving Change Order No. 4 will be \$369,531.00.

### **FISCAL IMPACTS**

Funds for this change order are available in Major Street Construction Account No. 202-451-818.000, water fund, and other funds as appropriated.

Document originated by: Glenn Chinavare, Director of Public Services & Utilities

Attachments: (1) Resolution for Change Order No. 4 to Spicer Group, Inc.  
(2) Change Order Request No. 4 from Spicer Group, Inc.  
(3) Change Order Form No. 4

**RESOLUTION NO.**

**AUTHORIZING CHANGE ORDER NO. 4  
TO THE CONTRACT FOR THE OLIVER STREET RECONSTRUCTION PROJECT  
WITH SPICER GROUP, INC.**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with Spicer Group, Inc. on May 2, 2016 for Professional Engineering Services for the Oliver Street Reconstruction Project; and

WHEREAS, the City has requested additional work from Spicer Group, Inc. as set forth within the documents labeled Change Order No. 4 to provide additional inspection and construction administration services for the 2017 Oliver Street Phase I Reconstruction Project, from Washington Street to Oak Street.

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 above.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 4 to Addendum 2016-01 to an Agreement for Professional Engineering Services between the City of Owosso and Spicer Group, Inc., increasing the total amount by \$95,000.00.
- THIRD: The accounts payable department is authorized to pay Spicer Group, Inc. for work satisfactorily completed up to the amount of the contract including Change Order No 4 for a total of \$369,531.00.
- FIFTH: The above expenses shall be paid from a combination of City Major Streets Fund, Water Fund, and other funds as appropriated.

# CHANGE ORDER

No. 4

CONTRACTOR: SPICER GROUP, INC.

CONTRACT NAME: OLIVER STREET RECONSTRUCTION

The Contract is modified as follows upon execution of this Change Order:

Description: **Provide additional professional services as described within Owners Work Directive Change-No. 4.**

Attachments: **Owners Work Directive-No. 4 to Professional Services Contract**

CHANGE IN CONTRACT PRICE
Original Contract Price \$ <u>184,850.00</u>
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to <u>3</u> : \$ <u>89,681.00</u>
Contract Price prior to this Change Order: \$ <u>274,531.00</u>
Increase (Decrease) of this Change Order: \$ <u>95,000.00</u>
Contract Price incorporating this Change Order: \$ <u>369,531.00</u>

CHANGE IN CONTRACT TIMES
Original Contract Times: Substantial Completion: <u>Dec 31, 2017</u> Ready for Final Payment: _____
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to _____ : Substantial Completion: <u>Dec 31, 2018</u> Ready for Final Payment: _____
Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____
Increase (Decrease) of this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: _____
Contract Times with all approved Change Orders: Substantial Completion: <u>Dec 31, 2018</u> Ready for Final Payment: _____

RECOMMENDED:

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

ENGINEER (Authorized Signature)

Title: R. Chesney

Date: Mar. 26, 2018

APPROVED:

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

OWNER (Authorized Signature)

Title: \_\_\_\_\_

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

ACCEPTED:

By: Wayne A. Johnson

CONSULTANT (Authorized Signature)

Title: Principal

Date: Mar. 26, 2018

## **OWNER'S WORK DIRECTIVE CHANGE**

### **NO. 4 TO PROFESSIONAL SERVICES**

**OWNER -** CITY OF OWOSSO

**PROJECT -** OLIVER STREET RECONSTRUCTION

**DATE OF ORIGINAL AGREEMENT -** 5-06-2015

**PROFESSIONAL'S WORK ORDER -** 123558SG2016

In order to help permit the PROFESSIONAL to meet the OWNER'S needs for the referenced project, the OWNER hereby directs the PROFESSIONAL to revise the PROFESSIONAL'S contracted responsibilities (scope of work) according to the following items:

- Perform inspection and construction administration of additional sidewalk replacement related to Consumers Energy's gas man replacement and gas services. This required additional inspection time and office technician time to verify submittals, certifications, and wage rate interviews.
- Provide a second on-site inspector during certain Contractor scheduled operations.
- Monitor water main installation, which took longer than anticipated for the Contractor to install.
- Perform inspection for curb and gutter sub-contractor which required additional time as the sub-contractor was very difficult to schedule.
- Provide on-site inspector for periods when not much progress was made on-site when only a skeleton crew was working.
- MDOT required additional materials testing of geotextile separator that was originally covered by MSL and certified.
  - Grab Strength.
  - Trap Tear Strength.
  - Puncture Strength.
  - Burst Strength.
  - Permittivity.
  - AOS.
- Adjustment in our inspection time due to the Contractor being on-site more than originally estimated.

The table on the following page is a summary of the original hours, hours added by change order #1, and actual hours used for phase 1.

Labor Category	Original Hours	Added Hours C.O.#1	Actual Hours For '17
Construction Manager	84	48	216.75
Senior Construction Manager			15
Project Manager IV	22	19	9
Office Technician	114	60	214.5
Office Technician (OT)			58.25
Construction Services Technician	600	240	738
Construction Services Technician (OT)	210	105	348
2 <sup>nd</sup> Construction Services Technician			162
2 <sup>nd</sup> Construction Services Technician (OT)			90.5
Project Assistant	31	14	61
Staff Surveyor III	49	7	23
Crew Chief	140	21	126
Crew Chief (OT)	30	5	11.5
Survey Technician	100	15	
Survey Technician (OT)	30	5	
Intern Surveyor I			85
Designer III	6		1.25
Technician V			.75
Geotextile Testing			\$985.00
HMA Plant Inspection	\$2600.00		\$2486.80
Geotechnical Engineering	\$1850.00		\$1850.00

Payment for this change shall be based on our Standard Hourly Rates in the amount of \$95,000.00 for this change order.

The PROFESSIONAL'S receipt of the fully signed copy of this work directive change from the OWNER shall be the PROFESSIONAL'S notice to proceed with the changes. This document shall be attached to the Letter Agreement and made part of it.

Approved by Owner:

Prepared by Engineer

**CITY OF OWOSSO**

**SPICER GROUP, INC.**

By: \_\_\_\_\_  
Authorized Signature

By: \_\_\_\_\_  
Principal In Charge

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

By: \_\_\_\_\_  
Project Manager

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

Instructions to Owner: Please have both copies signed and dated by an authorized representative.  
Return one completed copy to Spicer Group, Inc.



## MEMORANDUM

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

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**DATE:** March 29, 2018

**TO:** City Council

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

**SUBJECT:** Sanitary and Storm Sewer Cleaning/Televising/PACP Coding - Safeway Transport Inc.

**RECOMMENDATION:**

Authorization and approval to issue Change Order No.3 to Addendum No. 1 to the professional service agreement with Safeway Transport Incorporated, of Romulus, Michigan in the amount of \$6,753.00, to perform additional Cleaning/ Televising/ PACP coding of Storm Sewer Mains.

**BACKGROUND:**

**Sanitary Sewers:**

The original contract was approved by city council on June 20, 2016, in the amount of \$61,539.28. Change Order No.1 in the amount of \$30,000.00 for the addition of storm sewer cleaning services was approved by city council on September 6, 2016. Change Order No.2 in the amount of \$30,000.00 approved by city council August 21, 2017. Change Order No.3 in the amount of \$50,000.00 approved by city council November 20, 2017 brought the contract total to \$171,539.28 for Cleaning/Televising/PACP coding of sanitary sewers. All of these expenses were paid from SAW Grant funds.

**Storm Sewers:**

Addendum No. 1 to the Safeway contract in the amount of \$24,835.45 was approved by city council on January 17, 2017, and Change Order No. 1 to that addendum in the amount of \$28,600.00 was approved by city council on March 20, 2017. This work was charged to local and major street funds. An additional amount of funding in the amount of \$10,000.00 was approved by city council on November 20, 2017 as Change Order No. 2., was required to address other street construction and isolated collection system maintenance and repair projects. These services added another \$63,435.45 to the Safeway services contract for a total of \$234,974.73.

The addition of Change Order No.3 to Addendum No. 1 as requested above in the amount of \$6,573.00 is necessary to replenish planned services funding, used for an unplanned expenditure for investigating the condition of storm sewer piping leading from the Oak Hill Cemetery last fall. This change order will bring the total Safeway services contract to \$241,727.73, which will then be closed out after final payments have been made.

**FISCAL IMPACTS:**

\$6,753.00 will funded from the FY2017-2018 local street account 203-463-818.000.

**Document originated by:**

Glenn M. Chinavare, Utility Director

Attachment: (1) Proposed resolution

**RESOLUTION NO.**

**AUTHORIZING CHANGE ORDER NO. 3 TO ADDENDUM NO. 1  
TO THE CONTRACT WITH SAFEWAY TRANSPORT, INC.  
FOR CLEANING/TELEVISIONING/PACP CODING OF SANITARY AND STORM SEWERS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has contracted with Safeway Transport, Inc. for the Cleaning/Televising/PACP coding of sanitary and storm sewers, to determine the structural condition and perform required system maintenance, and

WHEREAS, Oak Hill Cemetery has experienced flooding issues for many years and investigation was necessary to determine the cause; and

WHEREAS, the City Director of Public Services & Utilities has reviewed the proposed change order for the additional services and has verified the necessity to Clean/Televise/PACP code the storm sewers at Oak Hill Cemetery, and recommends authorizing Safeway Transport, Inc. to perform the additional services in the amount of \$6,753.00.

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 Safeway Transport, Inc. for the Cleaning/Televising/PACP coding of sanitary and storm sewers to evaluate structural condition and to perform system Asset Management as required by the State of Michigan.

SECOND: The accounts payable department is authorized to submit payment to Safeway Transport, Inc. in the additional amount of \$6,753.00 for sewer services for a total contract amount not to exceed \$241,727.73.

THIRD: The above expenses shall be paid from account no. 203-463-818.000 local street maintenance funds.



**CITY OF OWOSSO  
CONTRACT CHANGE ORDER NO. 3  
TO ADDENDUM NO. 1**

**TO:** SAFeway TRANSPORT, INC.

**Date:** 3/2/2018

**CONTRACT:** Storm Sewer Cleaning Services  
Including PACP Coding

**PROJECT NO.:** \_\_\_\_\_

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

1 Item No.	2 Description of Changes - Quantities, Units, Unit Prices, Change in Completion Schedule, Etc.	3 Decrease Contract Price	4 Increase Contract Price
	<b>ADDITIONAL WORK</b>		
1a	Video inspection to support cleaning; \$150.00/hr		\$ 6,573.00
1b	Video inspection w/ PACP coding; \$.85/ft		
2	Sanitary Sewer heavy cleaning; 8" - 12" pipe; \$1.10/ft		
2	Sanitary Sewer heavy cleaning; 15" - 20" pipe; \$1.60/ft		
3	Protruding laterals; 200 qty; \$250.00/hr		
4	Protruding calcium deposits; \$250.00/hr		
5	Root balls/mass; \$250.00/hr		
	Change in contract price due to this Change Order		
	Total Decrease	\$ -	XXXXXXXXXXXXXX
	Total Increase	XXXXXXXXXXXXXX	\$ 6,573.00
	Difference between columns 3 & 4		\$ 6,573.00
	Net <b>INCREASE</b> contract price		\$ 6,573.00

Original Contract Price:	\$ 24,835.45
Total Net Addition or Deduction by previous C.O. No.:	\$ 38,600.00
Total Amount of Contract Prior to this Change Order:	\$ 63,435.45
Net Addition or Deduction this Change Order No.:	\$ 6,573.00
Net Amount of Contract to date:	\$ 70,008.45

The time provided for completion in contract is (unchanged) (increased) (decreased) by \_\_\_\_\_ calendar days.  
This document shall become an amendment to the contract and all provisions of the contract will apply hereto.

For the Contractor:

For the City:

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

By: \_\_\_\_\_  
Christopher T. Eveleth, Mayor

By: \_\_\_\_\_  
Amy K. Kirkland, City Clerk



## **MEMORANDUM**

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

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**DATE:** March 27, 2018

**TO:** City Council

**FROM:** Glenn M. Chinavare, Director of Public Services & Utilities

**SUBJECT:** Emergency Repair of Sludge Dewatering Centrifuge - Wastewater Treatment Facility

**RECOMMENDATION:**

Approval of repair services with Centrisys Centrifuge Systems of Kenosha, Wisconsin for emergency repair and overhaul of the Centrifuge Drive Unit at the Wastewater Treatment Facility in the amount of \$26,556.00.

**BACKGROUND:**

An initial purchase order in the amount of \$5,900.00 (dismantle & shipping) was issued in January 2018, to inspect and determine the extent of repairs required for this unit. This inspection has been completed with a quote for repairs as attached in the amount of \$26,556.00.

The Centrifuge process dewateres process sludge to prepare it for landfill disposal.

**FISCAL IMPACTS:**

Repair services in the amount of \$26,556.00 plus original dismantling and inspection services in the amount of \$3,500.00 for a total of \$30,056.00, will be funded from the Sewer Replacement Fund 599-901-977.000. Shipping costs in the amount of \$2,400.00 on the initial purchase order will be avoided, as wastewater staff delivered and will pick-up the drive unit.

**Document originated by:**

Glenn M. Chinavare, Director of Public Services & Utilities

Attachments: (1) Resolution  
(2) Centrisys Centrifuge Systems Quote  
(3) Original P.O.

**RESOLUTION NO.**

**AUTHORIZING PURCHASE AGREEMENT BETWEEN THE CITY OF OWOSSO AND CENTRISYS  
CENTRIFUGE SYSTEMS OF KENOSHA, WISCONSIN  
FOR EMERGENCY REPAIR SERVICES OF  
CENTRIFUGE DRIVE UNIT FOR USE AT THE WASTEWATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Wastewater Plant Replacement Fund for the repair of a centrifuge drive unit for dewatering process sludge at the Wastewater Treatment Facility, and

WHEREAS, the existing centrifuge drive unit is inoperable due to age and constant use, and is determined to require immediate repair to place back into service. Centrisys Centrifuge Systems has provided pricing for subsequent repairs at a cost of \$26,556.00.

WHEREAS, the City Director of Public Services and Utilities has reviewed the necessity for additional repairs, and has verified the repair and rehabilitation requirements to restore the centrifuge drive unit to full operating condition, and recommends authorizing Centrisys Centrifuge Systems to provide the required repair services in an amount not to exceed \$26,556.00..

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 Centrisys Centrifuge Systems of Kenosha, Wisconsin for the emergency repair and overhaul services of the centrifuge drive unit for use at the Wastewater Treatment Plant.
- SECOND: The mayor and/or city clerk are instructed and authorized to sign the purchase services in the amount of \$26,556.00.
- THIRD: The accounts payable department is authorized to submit payment to Centrisys Centrifuge Systems in an amount not to exceed \$26,556.00 for repair services, plus initial inspection services in the amount of not to exceed \$3,500.00, for a total of \$30,056.00.
- FOURTH: The above expenses shall be paid from account no. 599-901-977.000.



### Repair Inspection Report and Quote

<b>Customer:</b>	Owosso	<b>Centrifuge Mfr.</b>	Alpha-Laval Sharples
<b>Street</b>	1410 Chippewa Trail	<b>Model No.</b>	PM35000
<b>City State Zip</b>	Owosso, MI 48867	<b>Serial No.</b>	CT1448
<b>Contact:</b>	Tim Guysky	<b>Gearbox Model No.</b>	P125
<b>Office Phone:</b>	(989) 725 - 0562	<b>Gearbox Serial No.</b>	PE04869-4
<b>Cell Phone:</b>		<b>Hydraulic Pump Model No.</b>	
<b>E-Mail:</b>	timothy.guysky@ci.owosso.mi.us	<b>Hydraulic Pump Serial No.</b>	
<b>CC:</b>		<b>Job No.</b>	11692-01
<b>Date:</b>	2/14/2018	<b>P.O. No.</b>	tba
<b>Description:</b> PM35000 rotating assembly and P125 gearbox.			
<b>Scope:</b> Inspect and repair			

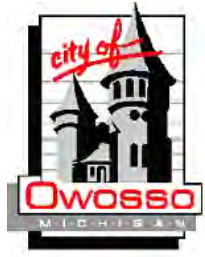
### QUOTE

<i>Repair of Rotating Assembly per contract includes shipping</i>	<b>\$ 26,556.00</b>
<i>Dismantle and Inspect per quote</i>	<b>\$ 3,500.00</b>
<i>Site service for installation assistance (optional)</i>	<b>\$ per rate sheet</b>
<i>Shipping both ways</i>	<b>\$ 2,400.00</b>
<b>TOTAL</b>	<b>\$ 32,456.00</b>

### TERMS

<b>Terms</b>	<b>Net 30</b>
<b>Delivery</b>	<b>3 to 4 weeks ARO</b>
<b>FOB:</b>	<b>Kenosha, WI</b>
<b>Warranty</b>	<b>6 months on repaired/replaced parts</b>
<b>Quote valid for 30 days. Centrisys reserves the right to adjust this estimate.</b>	

Items in red below are not normally part of an overhaul and cause additional cost.



# City of Owosso

301 W. Main Street  
Owosso, MI 48867  
(989) 725-0572  
www.ci.owosso.mi.us

## Purchase Order

PO Number: 000042426

Issued Date: 01/24/2018  
Expiration Date: 06/30/2018  
Department: 901  
Ordered By: TJGuysky  
Requisition #: 62333

Council Approved Date: N/A

### Vendor Info:

100044  
CENTRISYS CORPORATION  
9586 58 PLACE  
KENOSHA, WI 53144

### Shipping Info:

WASTEWATER TREATMENT PLANT

1410 CHIPPEWA TRAIL  
OWOSSO, MI 48867  
Phone: 989-725-0562

**Description:** SLUDE DEWATERING CENTRIGUGE TUNE-UP AND REHAB PER QUOTE OF 10/10/17.

Quantity	Unit of Measure	Items Description/Item Info	Unit Price	Extended Price
1.000		INSPECTION	\$3,500.000	\$3,500.00
		599-901-977.000	\$3,500.00	
1.000		SHIPPING-ESTIMATED	\$2,400.000	\$2,400.00
		599-901-977.000	\$2,400.00	
<b>Total:</b>				<b>\$5,900.00</b>

### TERMS AND CONDITIONS:

1. Documentation - Show our order number on all invoices, labels and shipping papers.
2. Invoice Address - Mail to City Hall, Attention: Accounts Payable
3. Sales and Use Tax - All sales are exempt
4. Purchase Order is VOID without proper insurance documentation on file with the City of Owosso for labor contracts.

For the City of Owosso

By: Donald D. Crawford



## MEMORANDUM

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

---

**DATE:** March 27, 2018

**TO:** City Council

**FROM:** Glenn M. Chinavare, Director of Public Services & Utilities

**SUBJECT:** Emergency Sludge Hauling and Processing Services - Wastewater Treatment Facility

**RECOMMENDATION:**

Approval of payment to Youngs Environmental of Flint, Michigan in the amount of \$11,257.50 and Drury Brothers Incorporated of Durand, Michigan in the amount of \$3,908.30 for sludge hauling services to Mount Pleasant, Michigan, and payment to the City of Mount Pleasant, Michigan WWTP for septage processing in the amount of \$8,112.60.00.

**BACKGROUND:**

Accumulation of excess in the sludge thickener treatment process occurred when sludge could no longer be transferred to the dewatering centrifuge treatment process, as the centrifuge drive unit had become inoperable. The centrifuge treatment process accepts sludge from the sludge thickener and dewateres the sludge for further transfer to a land fill.

The centrifuge drive unit was pulled and sent out for emergency repair. In the interim, sludge accumulation in the thickening treatment process had to be removed pending repair of the centrifuge drive unit. The city of Mount Pleasant was the only nearby treatment works available to accept Owosso wastewater sludge.

**FISCAL IMPACTS:**

Sludge hauling and septage disposal costs totaling \$23,278.40 will be funded from the Sewer Operations and Maintenance budget account 599-548-834.000.

**Document originated by:**

Glenn M. Chinavare, Director of Public Services & Utilities

Attachments: (1) Resolution - Mt. Pleasant WWTP  
(2) Resolution - Youngs Environmental  
(3) Youngs Environmental Invoice  
(4) Drury Brothers Invoice  
(5) Mt. Pleasant WWTP Invoice

**RESOLUTION NO.**

**AUTHORIZING PAYMENT TO YOUNGS ENVIRONMENTAL OF FLINT, MICHIGAN FOR  
EMERGENCY SLUDGE HAULING SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Wastewater Plant Operations and Maintenance budget, for sludge processing services for the Wastewater Treatment Facility, and

WHEREAS, the Wastewater Treatment Facility was unable to process sludge for disposal from January through March of 2018, as the result of an inoperable centrifuge drive unit , requiring sludge hauling services to remove excessive accumulation to another treatment facility for processing; and

WHEREAS, the Director of Public Services and Utilities has reviewed the necessity for emergency sludge hauling services pending repair of the centrifuge drive unit, and recommends authorizing payment to Youngs Environmental for transporting Owosso sludge to another treatment facility in the amount of \$11,257.50.

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 haul excessive accumulation of sludge to another treatment facility, for processing.
- SECOND: It is further determined that it is advisable, necessary and in the public interest to contract with Youngs Environmental of Flint, Michigan for sludge hauling in the amount of \$11,257.50..
- THIRD: The accounts payable department is authorized to submit payment to Youngs Environmental in the amount of \$11,257.50 for sludge processing services.
- FOURTH: The above expenses shall be paid from account number 599-548-834.000.

**RESOLUTION NO.**

**AUTHORIZING PAYMENT TO DRURY BROTHERS INCORPORATED OF DURAND, MICHIGAN FOR  
EMERGENCY SLUDGE HAULING SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Wastewater Plant Operations and Maintenance budget, for sludge processing services for the Wastewater Treatment Facility, and

WHEREAS, the Wastewater Treatment Facility was unable to process sludge for disposal from January through March of 2018, as the result of an inoperable centrifuge drive unit, requiring sludge hauling services to remove excessive accumulation to another treatment facility for processing; and

WHEREAS, the Director of Public Services and Utilities has reviewed the necessity for emergency sludge hauling services pending repair of the centrifuge drive unit, and recommends authorizing payment to Drury Brothers Incorporated for transporting Owosso sludge to another treatment facility in the amount of \$3,809.30.

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 haul excessive accumulation of sludge to another treatment facility, for processing.
- SECOND: It is further determined that it is advisable, necessary and in the public interest to contract with Drury Brothers Incorporated of Durand, Michigan for sludge hauling in the amount of \$3,809.30.
- THIRD: The accounts payable department is authorized to submit payment to Drury Brothers Incorporated in the amount of \$3,809.30 for sludge processing services.
- FOURTH: The above expenses shall be paid from account number 599-548-834.000.



**RESOLUTION NO.**

**AUTHORIZING PAYMENT TO THE CITY OF MOUNT PLEASANT, MICHIGAN FOR  
EMERGENCY SEPTAGE PROCESSING SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Wastewater Plant Operations and Maintenance budget, for septage processing services for the Wastewater Treatment Facility, and

WHEREAS, the Wastewater Treatment Facility was unable to process septage for disposal from January through March of 2018, as result of an inoperable centrifuge drive unit, requiring an alternative treatment facility to accept the septage for processing; and

WHEREAS, the Director of Public Services and Utilities has reviewed the necessity for emergency processing of septage pending repair of the centrifuge drive unit, and recommends authorizing payment to the City of Mount Pleasant for accepting Owosso septage for the fee of \$8,112.60.00.

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 transfer septage to the City of Mount Pleasant, Michigan for processing as an alternate treatment facility for the Owosso Wastewater Treatment Plant.
- SECOND It is further determined that it is advisable, necessary and in the public interest to contract with the City of Mount Pleasant, Michigan for septage processing in the amount of \$8,112.60.00.
- THIRD: The accounts payable department is authorized to submit payment to the City of Mount Pleasant, Michigan in the amount of \$8,112.60.00 for septage processing services.
- FOURTH: The above expenses shall be paid from account number 599-548-834.000.

**YOUNG'S ENVIRONMENTAL CLEANUP INC.**

G5305 N DORT HWY

FLINT MI 48505

Phone (810) 789-7155

Fax (810) 789-3606

Accounts Receivable Email: AR@YECI.US

WWW.YOUNGSENVIRONMENTAL.COM

**INVOICE**

Invoice No: 266214.

Date: 3/14/2018

Due Date: 4/13/2018

**Bill To:** CIT005CITY OF OWOSSO  
ATTN: ACCOUNTS PAYABLE  
301 W. MAIN ST

OWOSSO, MI 48867

Job No: 8243  
CITY OF OWOSSO WWTP  
1410 CHIPPEWA TRAIL  
OWOSSO, MI 48867

CONTACT PERSON: TIM GUYSKY PO# 000042444

VACUUM TANKER SERVICES

DATE	DESCRIPTION	QTY	U/M	UNIT PRICE	EXT AMOUNT
2/27/2018	3200 GAL VACUUM TANKER W/OPERATOR	6.50	HRS	95.00	617.50
2/27/2018	4000 GAL VACUUM TANKER W/OPERATOR	7.00	HRS	95.00	665.00
2/27/2018	3000 GAL VACUUM TANKER W/OPERATOR	7.00	HRS	95.00	665.00
2/28/2018	4000 GAL VACUUM TANKER W/OPERATOR	10.50	HRS	95.00	997.50
2/28/2018	3000 GAL VACUUM TANKER W/OPERATOR	9.50	HRS	95.00	902.50
3/1/2018	4000 GAL VACUUM TANKER W/OPERATOR	9.00	HRS	95.00	855.00
3/1/2018	3000 GAL VACUUM TANKER W/OPERATOR	9.00	HRS	95.00	855.00
3/5/2018	4000 GAL VACUUM TANKER W/OPERATOR	11.50	HRS	95.00	1,092.50
3/5/2018	3000 GAL VACUUM TANKER W/OPERATOR	11.00	HRS	95.00	1,045.00
3/6/2018	4000 GAL VACUUM TANKER W/OPERATOR	9.50	HRS	95.00	902.50
3/6/2018	3000 GAL VACUUM TANKER W/OPERATOR	9.50	HRS	95.00	902.50
3/7/2018	4000 GAL VACUUM TANKER W/OPERATOR	9.00	HRS	95.00	855.00
3/7/2018	3000 GAL VACUUM TANKER W/OPERATOR	9.50	HRS	95.00	902.50

*Thank You For Your Business!***TOTAL INVOICE AMOUNT:** 11,257.50

Terms: Net 30 Days

A finance charge of 1.5% per month (18% annual) will be charged on accounts unpaid after 30 days of the invoice date.

**Drury Brothers, Inc.**11950 E. Newburg Rd.  
Durand, MI 48429

Voice: 989-288-2611

Fax: 989-288-4885

**INVOICE**

Invoice Number: 9761

Invoice Date: Mar 8, 2018

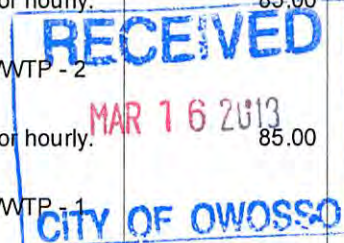
Page: 1

Duplicate

**Bill To:**City of Owosso  
Accounts Payable  
301 W Main St  
Owosso, MI 48867**Ship to:**City of Owosso  
Accounts Payable  
301 W Main St  
Owosso, MI 48867

Customer ID	Customer PO	Payment Terms	
Owosso, City		Net 10 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		3/18/18

Quantity	Item	Description	Unit Price	Amount
8.50	M-Vac	Wet Vac, Blower (DOT) w/Operator hourly. 2/27/18 - 6604 Owosso WWTP to Mt Pleasant WWTP - 2 loads	85.00	722.50
5.50	M-Vac	Wet Vac, Blower (DOT) w/Operator hourly. 2/28/18 - 6684 Owosso WWTP to Mt Pleasant WWTP - 1 load	85.00	467.50
5.00	M-Vac	Wet Vac, Blower (DOT) w/Operator hourly. 3/1/18 - 6683 Owosso WWTP to Mt Pleasant WWTP - 1 load	85.00	425.00
9.25	M-Vac	Wet Vac, Blower (DOT) w/Operator hourly. 3/2/18 - 6682 Owosso WWTP to Mt Pleasant WWTP - 2 loads	85.00	786.25
5.00	M-Vac	Wet Vac, Blower (DOT) w/Operator hourly. 3/5/18 - 6681 Owosso WWTP to Mt Pleasant WWTP - 1 load	85.00	425.00
5.00	M-Vac	Wet Vac, Blower (DOT) w/Operator hourly.	85.00	425.00



Check/Credit Memo No:

Subtotal	Continued
Sales Tax	Continued
Total Invoice Amount	Continued
Payment/Credit Applied	
<b>TOTAL</b>	<b>Continued</b>

Overdue invoices are subject to late charges.



**Drury Brothers, Inc.**11950 E. Newburg Rd.  
Durand, MI 48429

Voice: 989-288-2611

Fax: 989-288-4885

**INVOICE**

Invoice Number: 9761

Invoice Date: Mar 8, 2018

Page: 2

Duplicate

**Bill To:**City of Owosso  
Accounts Payable  
301 W Main St  
Owosso, MI 48867**Ship to:**City of Owosso  
Accounts Payable  
301 W Main St  
Owosso, MI 48867

Customer ID	Customer PO	Payment Terms	
Owosso, City		Net 10 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		3/18/18

Quantity	Item	Description	Unit Price	Amount
✓ 5.75	M-Vac	3/6/18 - 6679 Owosso WWTP to Mt Pleasant WWTP - 1 load Wet Vac, Blower (DOT) w/Operator hourly.	85.00	488.75
3,740.00	T-Fuel	3/7/18 - 6691 Owosso WWTP to Mt Pleasant WWTP - 1 load Fuel Surcharge in accordance with the US EIA Weekly Fuel Report price exceeds \$2.90/gallon.	0.05	168.30
Subtotal				3,908.30
Sales Tax				
Total Invoice Amount				3,908.30
Payment/Credit Applied				
<b>TOTAL</b>				<b>3,908.30</b>

Check/Credit Memo No:

Overdue invoices are subject to late charges.

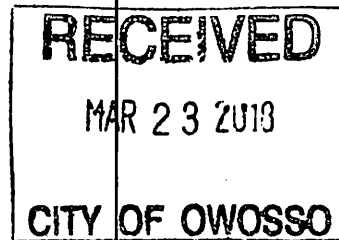
THE CITY OF MT. PLEASANT  
HISTORIC BORDEN BUILDING  
320 WEST BROADWAY STREET  
MT. PLEASANT, MI 48858-2447  
(989) 779-5367

# INVOICE

CUST #:OWOSSO  
INVOICE #:0000006826  
SERVICE DATE:03/12/2018  
INVOICE DATE:03/20/2018  
DUE DATE:04/19/2018

CITY OF OWOSSO  
ACCOUNTS PAYABLE  
301 W MAIN ST  
OWOSSO MI 48867

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
1.000	MUNICIPAL SLUDGE DISPOSAL 2/28/18 - 3/12/18 590-000.000-663.000 CITY OF OWOSSO PO# 42442	8,112.6000	8,112.60
TERMS NET 30		TOTAL INVOICE	8,112.60
9% INTEREST AFTER 30 DAYS			



THE CITY OF MT. PLEASANT  
HISTORIC BORDEN BUILDING  
320 WEST BROADWAY STREET  
MT. PLEASANT, MI 48858-2447  
(989) 779-5367

CUST #:OWOSSO  
INVOICE #:0000006826  
SERVICE DATE:03/12/2018  
INVOICE DATE:03/20/2018  
DUE DATE:04/19/2018

CITY OF OWOSSO  
ACCOUNTS PAYABLE  
301 W MAIN ST  
OWOSSO MI 48867





## MEMORANDUM

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

**DATE:** March 29, 2018  
**TO:** City Council  
**FROM:** Glenn M. Chinavare, Utility Director  
**SUBJECT:** E. Howard Street Water Main Improvements

### RECOMMENDATION:

Authorization to purchase water main repair and replacement components from ETNA Supply of Wixom, Michigan in the amount of \$8,611.13, and East Jordan Iron Works of East Jordan, Michigan in the amount of \$5,476.41.

### BACKGROUND:

City of Owosso water distribution crews will remove and replace old water main and upgrade other distribution system components on E. Howard Street from S. Washington Street to 150 feet east of Park Street. This work will be performed by city crews in advance of 2018 street reconstruction. Water distribution system upgrades are proposed to commence on or about April 16, 2018 and be completed on or about May 4, 2018. Street reconstruction is planned for July through October 2018.

Materials pricing was solicited to sole source providers of water distribution system components. East Jordan Iron Works provides isolation valves and hydrants by city of Owosso construction specifications. ETNA Supply of Wixom, Michigan is used exclusively for all other distribution components, as no other local area supplier (normally Ferguson Supply) can compete with ETNA Supply pricing. Request waiver of purchasing policy formal Bid requirements, in order to initiate immediate procurement upon approval and authorization.

Pricing for project materials are:

ETNA.....	\$8,611.13	
East Jordan Iron Works.....	\$5,476.41	
Contingency.....	\$1,600.00	Total \$15,687.54

### FISCAL IMPACTS:

Materials expense in the amount of \$14,087.54 plus contingency of \$1,600.00 will be provided from the FY2017-2018 Operations & Maintenance budget account 591-901-972.200.

### Document originated by:

Glenn M. Chinavare, Director Public Services & Utilities

Attachment: (1) Resolution  
(2) Pricing Quote ETNA  
(3) Pricing Quote East Jordan

**RESOLUTION NO.**

**AUTHORIZING PURCHASE OF MATERIAL AND PAYMENT TO  
ETNA SUPPLY, AND EAST JORDAN IRON WORKS  
FOR E. HOWARD STREET WATER DISTRIBUTION SYSTEM UPGRADES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Water Replacement Fund for the periodic replacement of water mains and water distribution system components, and

WHEREAS, the existing water distribution system infrastructure components along E. Howard Street from S. Washington Street to 150 feet east of Park Street are in need of upgrades and replacement prior to street reconstruction, and

WHEREAS, the Director of Public Services & Utilities has reviewed the quotes of materials and verified the replacement components needed to upgrade and restore water distribution system piping to full operating capacity, for compliance with AWWA product standards and MDEQ regulations, and recommends authorizing ETNA Supply to provide materials in the amount of \$8,611.13, and East Jordan Iron Works to provide materials in the amount of \$5,476.41, plus contingency components of up to \$1,600.00..

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 ETNA Supply, and East Jordan Iron Works for the purchase of water distribution system components to be used on E. Howard Street, and to waive purchasing policy formal Bid requirements, in order to initiate immediate procurement upon approval and authorization.
- SECOND: The accounts payable department is authorized to submit payment to ETNA for purchased materials in the amount of \$8,055.15, and East Jordan Iron Works for purchased materials in the amount of \$5,313.32, plus contingency in the amount of \$1,600.00 to be supplier specified at time of need, for a total of \$15,687.54.
- THIRD: The above expenses shall be paid from account no. 591-901-972.000.

Howard St. Road Project



2018

ETNA SUPPLY - WIXOM  
29949 BECK RD  
WIXOM, MI 48393-2836  
616 241 5414  
Fax 616 241 4786



## Quotation

QUOTE DATE	QUOTE NUMBER
03/22/2018	S102544708
ETNA SUPPLY PO Box 772107 DETROIT, MI 48277 P-616 246 9182 F-616 245 9940	PAGE NO.
	2 of 3

QUOTE TO:

SHIP TO:

CITY OF OWOSSO  
301 W MAIN ST  
OWOSSO, MI 48867-2958

CITY OF OWOSSO  
522 MILWAUKEE ST  
OWOSSO, MI 48867

CUSTOMER NUMBER	JOB NAME / PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
13942	HOWARD ST		Alby Villarreal	
WRITER	SHIP VIA	TERMS	EXPIRE DATE	FREIGHT EXEMPT
John Gonzales Jr.	BID	NET 25TH	04/21/2018	No
ORDER QTY	DESCRIPTION	UNIT PRICE	EXT PRICE	
20ea	8" MJ COR-BLU BOLT AND GASKET SET CONSISTS OF: (1) 8" MJ GASKET (6) 3/4 X 4" MJ COR-BLUE T-BOLTS W/NUTS Pn: 30334	18.000/ea	360.00	
5ea	6 ROMAGRIP FOR PVC DOMESTIC RESTRAIN RG-PVC-D POLYESTER COAT 249-P06-1 Pn: 307203	26.500/ea	132.50	
5ea	6" MJ COR-BLU BOLT AND GASKET SET CONSISTS OF: (1) 6" MJ GASKET (6) 3/4 X 3 1/2 MJ COR-BLUE T-BOLTS W/NUTS Pn: 30244	16.000/ea	80.00	
4ea	4 ROMAGRIP FOR DI DOMESTIC RESTRAINT RG-DI POLYESTER COAT 248-P04-1 Pn: 359458	17.250/ea	69.00	
4ea	4" MJ COR-BLU BOLT AND GASKET SET CONSISTS OF: 1) 4" MJ GASKET 4) 3/4 X 3 1/2 MJ COR-BLUE T-BOLTS W/NUTS Pn: 30230	11.000/ea	44.00	
1ea	4 DI MJ CAP LESS/ACC Pn: 69553	33.900/ea	33.90	
** Continued on Next Page *		Subtotal		
		S&H Charges		
		Amount Due		

Prices are firm for 29 days. Price subject to change after 29 days.





ETNA SUPPLY - WIXOM  
29949 BECK RD  
WIXOM, MI 48393-2836  
616 241 5414  
Fax 616 241 4786



## Quotation

QUOTE DATE	QUOTE NUMBER
03/22/2018	S102544708
ETNA SUPPLY PO Box 772107 DETROIT, MI 48277 P-616 248 9182 F-616 245 9940	
PAGE NO.	
1 of 3	

QUOTE TO:

SHIP TO:

CITY OF OWOSSO  
301 W MAIN ST  
OWOSSO, MI 48867-2958

CITY OF OWOSSO  
522 MILWAUKEE ST  
OWOSSO, MI 48867

CUSTOMER NUMBER	JOB NAME / PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON		
13942	HOWARD ST		Alby Villarreal		
WRITER		SHIP VIA	TERMS	EXPIRE DATE	FREIGHT EXEMPT
John Gonzales Jr.		BID	NET 25TH	04/21/2018	No
ORDER QTY	DESCRIPTION			UNIT PRICE	EXT PRICE
	<div>SHIPPING INSTRUCTIONS</div> Hours of operation 7am - 3:30pm				
1ea	8X6 DI MJ TEE LESS/ACC Pn: 63226			205.000/ea	205.00
1ea	8 DI MJ TEE LESS/ACC Pn: 12656			245.000/ea	245.00
1ea	MUELLER 8X1 CC SADDLE FOR C900 H13442-1 *Nonstock - Restock Policy Applies* Pn: 39030			70.000/ea	70.00
1ea	F1000-4-Q-NL -1 CORP STOP QJ NO LEAD FORD Pn: 168309			51.930/ea	51.93
1ea	B44-444-Q-NL - 1 CURB STOP QJ NO LEAD FORD Pn: 166784			104.550/ea	104.55
2ea	8 DI MJ 45 L/ACC Pn: 72160			133.000/ea	266.00
1ea	8X6 DI MJ RED LESS ACC Pn: 53120			110.000/ea	110.00
20ea	8 ROMAGRIP FOR PVC DOMESTIC RESTRAINT RG-PVC POLYESTER COAT Pn: 307206			39.000/ea	780.00
** Continued on Next Page *				Subtotal	
				S&H Charges	
				Amount Due	

Price is firm for 30 days - Price subject to change after 30 days

\*\* Continued on Next Page \*

Prices are firm for 29 days. Price subject to change after 29 days.



ETNA SUPPLY - WIXOM  
29949 BECK RD  
WIXOM, MI 48393-2836  
616 241 5414  
Fax 616 241 4786



## Quotation

QUOTE DATE	QUOTE NUMBER
03/22/2018	S102544708
ETNA SUPPLY PO Box 772107 DETROIT, MI 48277 P-616 248 9182 F-616 245 9940	
PAGE NO.	
3 of 3	

QUOTE TO:

SHIP TO:

CITY OF OWOSSO  
301 W MAIN ST  
OWOSSO, MI 48867-2958

CITY OF OWOSSO  
522 MILWAUKEE ST  
OWOSSO, MI 48867

CUSTOMER NUMBER	JOB NAME / PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
13942	HOWARD ST		Alby Villarreal	
WRITER	SHIP VIA	TERMS	EXPIRE DATE	FREIGHT EXEMPT
John Gonzales Jr.	BID	NET 25TH	04/21/2018	No
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
1ea	8 DI MJ CAP LESS/ACC Pn: 70391		71.750/ea	71.75
20ft	4" DI PIPE CL52 C/L S.J. (.29 WALL THICKNESS) GASKETS TYPED SEPERATELY Pn: 14210		22.500/ft	450.00
5ea	TYLER VB 26 TOP SECTION LESS LID Pn: 41009		73.000/ea	365.00
5ea	TYLER VB 30 BOTTOM SECTION Pn: 44829		56.000/ea	280.00
5ea	TYLER VB WATER LID DROP IN Pn: 58230		12.500/ea	62.50
5ea	TYLER VB #6 BASE Pn: 5666		62.000/ea	310.00
20ft	6 C909 DR18 PVC PIPE 235PSI ULTRABLU Pn: 35099		5.000/ft	100.00
520ft	8 C909 DR18 PVC PIPE 235PSI ULTRABLU Pn: 35162		8.500/ft	4420.00

This Quotation is controlled by ETNA's standard terms and conditions ("ETNA's Standard Terms") found at <https://www.etnasupply.com/TermsandConditionsofQuotation>. Any other terms are expressly rejected. To the extent there is a conflict between any of the terms appearing on the face of this Quotation and ETNA's Standard Terms, the terms appearing on the face of the Quotation control.  
Prices are firm for 29 days. Price subject to change after 29 days.

Subtotal	8611.13
S&H Charges	0.00
Amount Due	8611.13



ej

Howard St. Road project

## Quotation

ejco.com  
800 626 4653

Account Name City of Owosso  
Ship to 301 West Main Street, Owosso, MI, US, 48867  
Bill to Attention Accounts Payable 301 West Main Street, Owosso, MI, US, 48867  
Full Name Paul Oberlin  
Business Phone 989-725-0572  
Email paul.oberlin@ci.owosso.mi.us  
Business Fax 989-725-0525  
Close Date 3/22/2018

Quote Number 00205242  
Quote Name hydrant quote  
Created Date 3/22/2018  
Expiration Date  
Prepared by Doug Schrauben  
Email doug.schrauben@ejco.com  
Phone  
Fax

Quantity	Product N°	Line Item Description	Notes	Sales Price (USD)	Total Price (USD)
1	22022	4" Resilient Wedge Gate Valve, Mechanical Joint End Connections, 2" Operating Nut, Open Right		408.32	408.32
1	22032	6" Resilient Wedge Gate Valve, Mechanical Joint End Connections, 2" Operating Nut, Open Right		514.10	514.10
3	22042	8" Resilient Wedge Gate Valve, Mechanical Joint End Connections, 2" Operating Nut, Open Right		827.77	2483.31
1	54727D	5BR250 5'-6" bury, 1 1/8" Pentagon, 2-3 3/4" NST& 1-5" Storz Nozzle, Yellow, MJ Connection, Open Right, Drains Tapped and Plugged		2070.68	2070.68

Subtotal 5476.41 USD  
Grand Total 5476.41 USD

Notes and Comments



## MEMORANDUM

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

**DATE:** March 29, 2018  
**TO:** City Council  
**FROM:** Glenn M. Chinavare, Utility Director  
**SUBJECT:** Lincoln Street Water Main Improvements

### RECOMMENDATION:

Authorization to purchase water main repair and replacement components from ETNA Supply of Wixom, Michigan in the amount of \$13,721.90, and East Jordan Iron Works of East Jordan, Michigan in the amount of \$7,090.

### BACKGROUND:

City of Owosso water distribution crews will remove and replace old water main and upgrade other distribution system components on Lincoln Street from E. Monroe Street to Farr Street.. This work will be performed by city crews. Water distribution system upgrades are proposed to commence on or about September 10, 2018 and be completed on or about October 12, 2018. No street rehabilitation is planned for this street in 2018.

Materials pricing was solicited to sole source providers of water distribution system components. East Jordan Iron Works provides isolation valves and hydrants by city of Owosso specifications. ETNA Supply of Wixom, Michigan is used exclusively for all other distribution components, as no other local area supplier (normally Ferguson Supply) can compete with ETNA Supply pricing. Request waiver of purchasing policy formal Bid requirements, in order to initiate immediate procurement upon approval and authorization.

Pricing for project materials are:

ETNA.....	\$13,721.90	
East Jordan Iron Works.....	\$7,090.00	
Contingency.....	\$2,500.00	Total \$23,311.90

### FISCAL IMPACTS:

Materials expense in the amount of \$20,811.90 plus contingency of \$2,500.00 will be provided from the FY2018-2019 Water Capital Fund account 591-901-972.000.

### Document originated by:

Glenn M. Chinavare, Director Public Services & Utilities

Attachment: (1) Resolution  
(2) Pricing Quote ETNA  
(3) Pricing Quote East Jordan

**RESOLUTION NO.**

**AUTHORIZING PURCHASE OF MATERIAL AND PAYMENT TO  
ETNA SUPPLY, AND EAST JORDAN IRON WORKS  
FOR LINCOLN STREET WATER DISTRIBUTION SYSTEM UPGRADES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Water Replacement Fund for the replacement of water mains and water distribution system components, and

WHEREAS, the existing water distribution system infrastructure components along Lincoln Street from E. Monroe Street to Farr Street are in need of upgrades and replacement prior to street renovation, and

WHEREAS, the Director of Public Services & Utilities has reviewed the quotes of materials and verified the replacement components needed to upgrade and restore water distribution system piping to full operating capacity, for compliance with AWWA product standards and MDEQ regulations, and recommends authorizing ETNA Supply to provide materials in the amount of \$13,721.90, and East Jordan Iron Works to provide materials in the amount of \$7,090.00, plus contingency components of up to \$2,500.00..

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 ETNA Supply, and East Jordan Iron Works for the purchase of water distribution system components to be used on Lincoln Street, and to waive purchasing policy formal Bid requirements, in order to initiate immediate procurement upon approval and authorization.
- SECOND: The accounts payable department is authorized to submit payment to ETNA Supply for purchased materials in the amount of \$13,721.90, and East Jordan Iron Works for purchased materials in the amount of \$7,090.00, plus contingency in the amount of \$2,500.00 to be supplier specified at time of need, for a total of \$23,311.90.
- THIRD: The above expenses shall be paid from account no. 591-901-972.000.



ETNA SUPPLY - WIXOM  
29949 BECK RD  
WIXOM, MI 48393-2836  
616 241 5414  
Fax 616 241 4786



## Quotation

QUOTE DATE	QUOTE NUMBER
03/23/2018	S102530523
ETNA SUPPLY PO Box 772107 DETROIT, MI 48277 P-616 248 9182 F-616 245 9940	
PAGE NO.	
1 of 3	

QUOTE TO:

SHIP TO:

CITY OF OWOSSO  
301 W MAIN ST  
OWOSSO, MI 48867-2958

CITY OF OWOSSO  
522 MILWAUKEE ST  
OWOSSO, MI 48867

CUSTOMER NUMBER	JOB NAME / PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON		
13942	LINCOLN ST		Alby Villarreal		
WRITER		SHIP VIA	TERMS	EXPIRE DATE	FREIGHT EXEMPT
John Gonzales Jr.		OUR TRUCK 68	NET 25TH	04/22/2018	No
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE	
	<div>SHIPPING INSTRUCTIONS</div> Hours of operation 7am - 3;30pm				
4ea	8 DI MJ 45 L/ACC Pn: 72160		130.500/ea	522.00	
2ea	8X6 DI MJ RED LESS ACC Pn: 53120		110.000/ea	220.00	
3ea	8X6 DI MJ TEE LESS/ACC Pn: 63226		205.000/ea	615.00	
4ea	6 DI MJ CAP LESS/ACC Pn: 70026		40.600/ea	162.40	
18ea	6 ROMAGRIP FOR PVC DOMESTIC RESTRAIN RG-PVC-D POLYESTER COAT 249-P06-1 Pn: 307203		26.500/ea	477.00	
18ea	6" MJ COR-BLU BOLT AND GASKET SET CONSISTS OF: (1) 6" MJ GASKET (6) 3/4 X 31/2 MJ COR-BLUE T-BOLTS W/NUTS Pn: 30244		16.000/ea	288.00	
16ea	8 ROMAGRIP FOR PVC DOMESTIC RESTRAINT RG-PVC POLYESTER COAT Pn: 307206		39.000/ea	624.00	
** Continued on Next Page *			Subtotal		
			S&H Charges		
			Amount Due		

Prices are firm for 30 days. Price subject to change after 30 days.

Prices are firm for 30 days. Price subject to change after 30 days.



ETNA SUPPLY - WIXOM  
29949 BECK RD  
WIXOM, MI 48393-2836  
616 241 5414  
Fax 616 241 4786



## Quotation

QUOTE DATE	QUOTE NUMBER
03/23/2018	S102530523
ETNA SUPPLY PO Box 772107 DETROIT, MI 48277 P-616 248 9182 F-616 245 9940	
PAGE NO.	
2 of 3	

QUOTE TO:

SHIP TO:

CITY OF OWOSSO  
301 W MAIN ST  
OWOSSO, MI 48867-2958

CITY OF OWOSSO  
522 MILWAUKEE ST  
OWOSSO, MI 48867

CUSTOMER NUMBER	JOB NAME / PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
13942	LINCOLN ST		Alby Villarreal	
WRITER	SHIP VIA	TERMS	EXPIRE DATE	FREIGHT EXEMPT
John Gonzales Jr.	OUR TRUCK 68	NET 25TH	04/22/2018	No
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
16ea	8" MJ COR-BLU BOLT AND GASKET SET CONSISTS OF: (1) 8" MJ GASKET (6) 3/4 X 4" MJ COR-BLUE T-BOLTS W/NUTS Pn: 30334		18.000/ea	288.00
10ea	FORD 202B-9.62 X 3/4 CC BRASS SADDLE (8X34) W/ BRONZE BALES RANGE 9.05-9.62 202B962CC3 *Nonstock - Restock Policy Applies* Pn: 73689		137.000/ea	1370.00
10ea	F1000-3-Q-NL -3/4 CORP STOP QJ NO LEAD FORD Pn: 194483		35.000/ea	350.00
10ea	C44-33-Q-NL-3/4 QUICK JOINT-CTS COUPLING NO LEAD FORD Pn: 168990		19.170/ea	191.70
1000ft	8 C909 DR18 PVC PIPE 235PSI ULTRABLU Pn: 35162		8.500/ft	8500.00
40ft	6 C909 DR18 PVC PIPE 235PSI ULTRABLU Pn: 35099		5.000/ft	200.00
5ea	TYLER VB 26 TOP SECTION LESS LID Pn: 41009		73.000/ea	365.00

\*\* Continued on Next Page \*

Subtotal  
S&H Charges

Amount Due

Prices are firm for 30 days. Price subject to change after 30 days.



ETNA SUPPLY - WIXOM  
29949 BECK RD  
WIXOM, MI 48393-2836  
616 241 5414  
Fax 616 241 4786



## Quotation

QUOTE DATE	QUOTE NUMBER
03/23/2018	S102530523
ETNA SUPPLY PO Box 772107 DETROIT, MI 48277 P-616 248 9182 F-616 245 9940	
PAGE NO.  3 of 3	

QUOTE TO:

SHIP TO:

CITY OF OWOSSO  
301 W MAIN ST  
OWOSSO, MI 48867-2958

CITY OF OWOSSO  
522 MILWAUKEE ST  
OWOSSO, MI 48867

CUSTOMER NUMBER	JOB NAME / PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON		
13942	LINCOLN ST		Alby Villarreal		
WRITER		SHIP VIA	TERMS	EXPIRE DATE	FREIGHT EXEMPT
John Gonzales Jr.		OUR TRUCK 68	NET 25TH	04/22/2018	No
ORDER QTY	DESCRIPTION			UNIT PRICE	EXT PRICE
5ea	TYLER VB 30 BOTTOM SECTION Pn: 44829			56.000/ea	280.00
5ea	TYLER VB #6 BASE Pn: 5666			62.000/ea	310.00
5ea	TYLER VB WATER LID DROP IN Pn: 58230			12.500/ea	62.50
<div>This Quotation is controlled by ETNA's standard terms and conditions ("ETNA's Standard Terms") found at <a href="https://www.etnasupply.com/TermsandConditionsofQuotation">https://www.etnasupply.com/TermsandConditionsofQuotation</a>. Any other terms are expressly rejected. To the extent there is a conflict between any of the terms appearing on the face of this Quotation and ETNA's Standard Terms, the terms appearing on the face of the Quotation control. Prices are firm for 30 days. Price subject to change after 30 days.</div>				Subtotal	14825.60
				S&H Charges	0.00
				Amount Due	14825.60





# Quotation

[ejco.com](http://ejco.com)  
800 626 4653

Account Name City of Owosso  
Ship to 301 West Main Street, Owosso, MI, US, 48867  
Bill to Attention Accounts Payable 301 West Main Street, Owosso, MI, US, 48867  
Full Name Paul Oberlin  
Business Phone 989-725-0572  
Email [paul.oberlin@ci.owosso.mi.us](mailto:paul.oberlin@ci.owosso.mi.us)  
Business Fax 989-725-0525  
Close Date 2/21/2018

Quote Number 00198569  
Quote Name valve quote  
Created Date 2/21/2018  
Expiration Date  
Prepared by Doug Schrauben  
Email [doug.schrauben@ejco.com](mailto:doug.schrauben@ejco.com)  
Phone  
Fax

LINCOLN STREET

Quantity	Product N°	Line Item Description	Notes	Sales Price (USD)	Total Price (USD)
3	22032	6" Resilient Wedge Gate Valve, Mechanical Joint End Connections, 2" Operating Nut, Open Right		500.00	1500.00
2	22042	8" Resilient Wedge Gate Valve, Mechanical Joint End Connections, 2" Operating Nut, Open Right		805.00	1610.00
2	54727D	5BR250 5'-6" bury, 1 1/8" Pentagon, 2-3 3/4" NST& 1-5" Storz Nozzle, Yellow, MJ Connection, Open Right, Drains Tapped and Plugged		1990.00	3980.00

Subtotal 7090.00 USD  
Grand Total 7090.00 USD

Notes and Comments



## MEMORANDUM

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

**DATE:** March 29, 2018  
**TO:** City Council  
**FROM:** Glenn M. Chinavare, Utility Director  
**SUBJECT:** Joint Solicitation–Lansing Board of Water & Light (LBWL) Consortium for Bulk Chemicals

### RECOMMENDATION:

Authorization to enter into a purchase agreement with PVS Technologies, Olin Corporation, and Carmeuse Lime Incorporated, for bulk chemicals necessary for treatment of potable water and wastewater.

### BACKGROUND:

The Lansing Board of Water & Light solicits bids each year for bulk chemicals for its own operations and many other surrounding communities. The following bulk chemicals are the lowest priced available through the competitive bid process for the 2018-2019 budget year:

Ferric Chloride ( $\text{FeCl}_3$ ) is used at the Wastewater Treatment Works for removal of phosphorous and suspended solids. Of the bids received by LBWL, PVS Technologies of Detroit, Michigan was the low responsible bidder at \$157.32/Liquid Ton of  $\text{FeCl}_3$  ion.

Sodium Hypochlorite ( $\text{NaOCl}$ ) is used at the Wastewater Treatment Works for disinfection of process wastewater effluent, and at the Water Filtration Facility for disinfection of potable drinking water. Of the bids received by LBWL, Olin Corporation of Clayton, Missouri was the low responsible bidder at \$.67/gallon.

$\text{CaCO}_3$  Lime (Pebble Quick Lime) is primarily used for the removal of carbonate hardness and iron from ground water, and also provides some disinfection properties for water and wastewater. Of the bids received by LBWL, Carmeuse Lime Inc. of Pittsburgh, Pennsylvania was the low responsible bidder at \$134.61/Dry Ton.

### FISCAL IMPACTS:

$\text{FeCl}_3$  usage estimated for FY2018-2019 is 277 ton @ \$157.32/Liquid Ton for total..... \$43,577.64  
 $\text{NaOCl}$  usage estimated for FY2018-2019 is 54,000 gallons @ \$.67/gallon for total..... \$36,180.00  
Plus split delivery charges of..... \$1,200.00  
 $\text{CaCO}_3$  usage estimated for FY2018-2019 is 800 ton @ \$134.61/Dry Ton for total.....\$107,688.00

### Document originated by:

Glenn M. Chinavare, Utility Director  
Attachments: (1) Bid Summaries  
(2) Resolutions

**RESOLUTION NO.**

**RESOLUTION AUTHORIZING THE EXECUTION OF A PURCHASE ORDER FOR  
FERRIC CHLORIDE WITH FROM PVS TECHNOLOGIES, INCORPORATED  
IN ACCORDANCE WITH THE LANSING BOARD OF WATER & LIGHT 2018  
CONSORTIUM COMPETITIVE BIDDING PROGRAM**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, requires Ferric Chloride (iron) in bulk deliveries for use in treating municipal wastewater; and

WHEREAS, the Lansing Board of Water & Light (LBWL) solicited competitive bids for ferric chloride; and it is hereby determined that PVS Technologies, Inc. is qualified to provide such product and that it has submitted the lowest responsible and responsive bid.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to purchase Ferric Chloride from PVS Technologies Incorporated of Detroit, Michigan, at the price of \$157.32 per liquid ton, for an estimated usage of 277 liquid ton for FY 2018-2019.
- SECOND: The accounts payable department is authorized to submit payment to PVS Technologies, Incorporated in the amount of \$43,577.64 for FY2018-2019.
- THIRD: The above expenses shall be paid from the wastewater fund following delivery, and chargeable to account 599-548-743.100.

**RESOLUTION NO.**

**RESOLUTION AUTHORIZING THE EXECUTION OF A PURCHASE ORDER FOR  
SODIUM HYPOCHLORITE WITH OLIN CORPORATION OF CLAYTON, MISSOURI  
IN ACCORDANCE WITH THE LANSING BOARD OF WATER & LIGHT CONSORTIUM  
2018 COMPETITIVE BIDDING PROGRAM**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, requires sodium hypochlorite in bulk deliveries for use in treating municipal wastewater and drinking water; and

WHEREAS, the Lansing Board of Water & Light (LBWL) solicited competitive bids for sodium hypochlorite; and it is hereby determined that Olin Corporation of Clayton, Missouri is qualified to provide such product and that it has submitted the lowest responsible and responsive bid.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to purchase sodium hypochlorite from Olin Corporation at the price of \$.67 per gallon at an estimated usage of 54,000 gallons FY2018-2019.
- SECOND: The accounts payable department is authorized to submit payment to Olin Corporation in the amount of \$36,180.00, plus a split delivery charge of \$1,200.00, for total of \$37,380.00.
- THIRD: The above expenses shall be paid from the wastewater and water fund following delivery, and chargeable to account 599-548-743.300 in the amount of \$29,160.00 and to account 591-553-743.000 in the amount of \$8,220.00.

**RESOLUTION NO.**

**RESOLUTION AUTHORIZING THE EXECUTION OF A PURCHASE ORDER FOR  
LIME (PEBBLE QUICK LIME) WITH CARMEUSE LIME INCORPORATED  
IN ACCORDANCE WITH THE LANSING BOARD OF WATER & LIGHT CONSORTIUM  
2018 COMPETITIVE BIDDING PROGRAM**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, requires Lime in bulk deliveries for use in treating municipal drinking water; and

WHEREAS, the Lansing Board of Water & Light (LBWL) solicited competitive bids for lime; and it is hereby determined that Carmeuse Lime Incorporated of Pittsburgh, Pennsylvania is qualified to provide such product and that it has submitted the lowest responsible and responsive bid.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to purchase Lime from Carmeuse Lime Incorporated, at the price of \$134.61 per ton at an estimated usage of 800 ton for FY2018-2019.
- SECOND: The accounts payable department is authorized to submit payment to Carmeuse Lime Incorporated in the amount of \$107,688.00.
- THIRD: The above expenses shall be paid from the water fund following delivery, and chargeable to account 591-553-743.000.

2018 Mid-Michigan Drinking Water Consortium Bulk Chemicals

Bid Due Date: 03/21/18

**Sodium Hypochlorite**

Company	Unit	Price	Demurrage
Carus/Alexander	gal	0.92	\$75.00 *first 4 hours free
JCI Jones *	gal	0.75	\$80.00 *first 4 hours free
Olin	gal	0.67	\$80.00 *first 4 hours free
PVS Nolwood	gal	1.04	\$100.00 *first 4 hours free
	ton		\$75.00*first 4 hours free

**Hydrofluosilic Acid**

Company	Unit	Price: 40,000 lbs. Shipment	30,000 lbs. Shipment	Split 40,000 lbs. Dye and Wise	Demurrage
PVS Nolwood	ton	\$360.00	\$360.00	\$360.00	\$100.00 *first 2 hours free
Mosaic	ton	\$294.00	\$316.00	\$299.00	N/A
Univar	ton	\$332.00	\$352.00	\$332.00	N/A
Solvay Flourides	ton	\$485.00	\$485.00	\$485.00	\$100.00 * first 4 hours free
Carus/Alexander *	ton	\$356.00	\$394.00	\$394.00	\$75.00 * first 4 hours free
Pencoco	ton	\$343.00	\$366.00	\$348.00	\$100.00*first 4 hours free

**Pebble Quick Lime**

Company	Unit	Price	Demurrage
Carmeuse Lime *	ton	\$134.61	\$65.00 *first 4 hours free
Graymont Western Lime	ton	\$140.00	\$95.00 *first 4 hours free
Lhoist	ton	283.09	\$75.00 *first 2 hours free

**Ferric Chloride**

Company	Unit	Dry Ton	Liquid Ton	Demurrage
Kemira Water Solutions	ton	\$459.00	\$179.00	\$150.00 *first 4 hours fee
PVS Technologies *	ton	\$414.00	\$157.32	\$95.00 *first 4 hours fee



## MEMORANDUM

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

**DATE:** March 28, 2018  
**TO:** Mayor Eveleth and the Owosso City Council  
**FROM:** Brad Hissong, Building Official  
**SUBJECT:** Lot Split Application – 510 and 516 Grover

### RECOMMENDATION:

I recommend approval of the application for lot split for 510 and 516 Grover

### BACKGROUND:

### LEGAL DESCRIPTION:

### SEE ATTACHED

The attached lot split request, received on March 16, 2018 from James Gutting, has been reviewed by each department head within the City of Owosso. The proposed split will conform to present city ordinances.

\*The 2017 taxes were delinquent at the time of this application. As of March 28, 2018 the taxes have been paid. See attached receipt.

Therefore, approval by the City Council for this lot split is recommended.

### FISCAL IMPACTS:

N/A



CITY OF OWOSSO  
APPLICATION TO DIVIDE  
PLATTED CITY LOTS

25<sup>00</sup> fee

The State of Michigan Land Division Act and City of Owosso Subdivision Regulations prohibit the division of platted City lots without prior approval of the City Council. Attached to this application you should find a copy of Section 30-5 of the Owosso City Code describing the conditions that must be met to have division of platted lots permitted. If a copy of the Section 30-5 does not accompany this application, please request one from the office of the City Clerk or Building Department, phone 989-725-0540.

\*\*\*\*\*

INSTRUCTIONS

PLEASE FILL OUT THIS APPLICATION COMPLETELY (EXCEPT FOR CITY STAFF PORTION AT BOTTOM) AND ATTACH ALL DOCUMENTATION REQUESTED ON THIS APPLICATION TO AVOID DELAY IN HAVING THE CITY COUNCIL REVIEW YOUR REQUEST.

ATTACH THE RESULTING DESCRIPTIONS OF ALL PROPERTIES AFFECTED BY THIS DIVISION.

ATTACH THE RESULTING PLOT PLAN OF ALL PROPERTIES AFFECTED BY THIS DIVISION. INCLUDE DIMENSIONS OF RESULTING LOTS, LOCATION OF ALL PUBLIC RIGHT-OF-WAYS, LOCATION OF ALL EASEMENTS, LOCATION OF ALL BUILDINGS ON THE PROPERTIES AND THE BUILDING DISTANCES FROM PROPERTY LINES. YOU MAY BE REQUIRED TO PROVIDE A PROFESSIONAL SURVEY OF THE RESULTING LOTS IF DEEMED NECESSARY BY THE ZONING ADMINISTRATOR.

ALL DELINQUENT TAXES MUST BE PAID ON ANY PARCEL BEFORE  
THE DESCRIPTION OF THE PARCEL CAN BE CHANGED.

\*\*\*\*\*

Address of lot to be split 516 GROVER Date 1/29/18

Name of applicant JAMES L. GUTTING Phone ( 989 ) 666-5974

Address of applicant 604 Adams St - Owosso, MI

Applicant's relationship to property: ☐ Buyer ☒ Seller ☐ Representing buyer or seller

☐ Other (explain) \_\_\_\_\_

I (We) hereby request that the Owosso City Council approve the division of the platted lot(s) as specified in the description(s) attached hereto. The division of this lot(s) is proposed for the following reasons:

I agreed to sell the West 9' to my mother, so her house  
would be more centered on its lot and she built her fence  
accordingly, so this split matches the land to the fence.  
I retain the balance of Lot 6 (57') plus the W 1/2 of  
Lot 7 (33') for 90' of frontage.

Signed \_\_\_\_\_

J L Gutting

\*\*\*\*\*

CITY STAFF TO COMPLETE BELOW

ZONING REVIEW: ZONING \_\_\_\_\_ ☐ RECOMMEND APPROVAL ☐ RECOMMEND DENIAL

EXPLANATION OF RECOMMENDATION \_\_\_\_\_

DATE SET FOR CITY COUNCIL REVIEW, \_\_\_\_\_ NOTICE SENT TO APPLICANT \_\_\_\_\_

CITY COUNCIL ACTION: ☐ APPROVED AS SUBMITTED ☐ DENIED ☐ APPROVED WITH ATTACHED CONDITIONS

RESULTS SENT TO APPLICANT \_\_\_\_\_



510-516 Grover

CITY OF OWOSSO  
DIVISION OF PLATTED CITY LOTS - DEPARTMENTAL REVIEW

604 Adams St

3/16/2018

PLEASE ROUTE THIS APPLICATION IN THE FOLLOWING SEQUENCE AND RETURN TO THE BUILDING DEPARTMENT AS SOON AS POSSIBLE.

\*\*\*BUILDING OFFICIAL:

COMMENTS: No Issues set backs /sq ft. Both Parcels good.  
BH 3-17-2018

\*\*\*ASSESSING

RECOMMENDS APPROVAL: ☒

DENIAL: ☐

WRITE NEW DESCRIPTIONS

COUNTY DRAIN OFFICE - SPECIAL ASSESSMENTS:

PAID ☐ UNPAID ☐

AT THE END OF YEAR, CHECK WITH COUNTY FOR DELINQUENT TAXES:

PAID: ☐ UNPAID: ☐

COMMENTS: new Description Attached - This will be changed for the 2019 Roll

taxable 050-180-004-011-00

\*\*\*TREASURER

TAXES: 2017

PAID ☐

UNPAID ☒

050-180-004-009-00

SPECIAL ASSESSMENTS:

PAID ☐

UNPAID ☐

COMMENTS: 2017 Taxes turned over delinquent to county for 050-180-004-009-00.

\*\*\*COMMUNITY DEVELOPMENT

RECOMMENDS APPROVAL: ☒

DENIAL: ☐

COMMENTS: No issues regarding zoning or setbacks

needs to bring taxes current prior to council approval

\*\*\*PUBLIC UTILITIES

RECOMMEND APPROVAL: ☒

DENIAL: ☐

COMMENTS: NO CONFLICT WITH ANY KNOWN UTILITIES

\*\*\*ENGINEERING

RECOMMENDS APPROVAL: ☒

DENIAL: ☐

COMMENTS: No issues with sanitary, storm, or water.

- ☒ 1. PROCESS \$25 FEE
- ☒ 2. RETURN ALL MATERIAL TO BUILDING DEPARTMENT
- ☒ 3. SEND COPY OF APPLICATION TO APPLICANT WITH DATE OF COUNCIL MEETING
- ☒ 4. PREPARE MEMO AND SUBMIT WITH ORIGINAL APPLICATION TO CLERK'S OFFICE
5. AFTER COUNCIL APPROVAL OR DENIAL, NOTIFY APPLICANT WITH COPY OF COMPLETED APPLICATION
6. NOTIFY ASSESSOR OF APPROVAL OR DENIAL
7. SCAN TO BUILDING FILE IN BS&A/FILE ORIGINAL IN BUILDING FILE

THOMAS W DWYER  
SHIAWASSEE COUNTY TREASURER  
208 N SHIAWASSEE ST  
CORUNNA MI 48817  
989-743-2224

SHIAWASSEE COUNTY

PRE-SETTLEMENT RECEIPT  
RECEIPT NO: 0000159600  
DATE PAID: 03/28/18  
TAX YEAR: 2017

PARCEL: 050-180-004-009-00  
PAID BY: GUTTING, JAMES L.

601 W. CORUNNA AV, STE A  
CORUNNA MI 48817

	PAYMENT	
BASE TAX	1,023.37	AMOUNTS OF THIS PRE-
INTEREST	10.23	SETTLEMENT RECEIPT CANNOT
ADMIN FEE	40.93	BE GUARANTEED UNTIL OUR
EXPENSE OF SALE		OFFICE BALANCES THE 2017
OTHER		INFORMATION WITH THE LOCAL
OVER/UNDER		CITIES/TOWNSHIPS/VILLAGES.
PA123 FEES		
TOTAL	1,074.53	

LEGAL DESCRIPTION:  
LOT 6 BLK 4 DEWEY & STEWARTS ADD

CHECK YOUR DESCRIPTION:

The Treasurer is not responsible for payment on the wrong parcel.

If you pay on the wrong description, we are not permitted to make adjustments later.

  
County Treasurer

PRE-SETTLEMENT RECEIPT	RECEIPT NO:	0000159600
UNIT: City of Owosso	DATE PAID:	03/28/18
PARCEL: 050-180-004-009-00	TAX YEAR:	2017
GUTTING, JAMES L.	AMOUNT PAID:	1,074.53
601 W. CORUNNA AV, STE A	CHECK NO:	1748
CORUNNA MI 48817	CASHIER:	cf

	PAYMENT	
BASE TAX	1,023.37	AMOUNTS OF THIS PRE-
INTEREST	10.23	SETTLEMENT RECEIPT CANNOT
ADMIN FEE	40.93	BE GUARANTEED UNTIL OUR
EXPENSE OF SALE		OFFICE BALANCES THE 2017
OTHER		INFORMATION WITH THE LOCAL
OVER/UNDER		CITIES/TOWNSHIPS/VILLAGES.
PA123 FEES		
TOTAL	1,074.53	

## **Lot Split & Combination of Platted Lots**

James L. Gutting  
516 Grover Street  
050-180-004-009-00

Yasuko Gutting  
510 Grover Street  
050-180-004-011-00

### **Current Description 050-180-004-009-00 (516 Grover)**

LOT 6 BLK 4 DEWEY & STEWARTS ADD

### **Current Description 050-180-004-011-00 (510 Grover)**

LOT 7 & E 6' LOT 8 BLK 4 DEWEY & STEWARTS ADDN

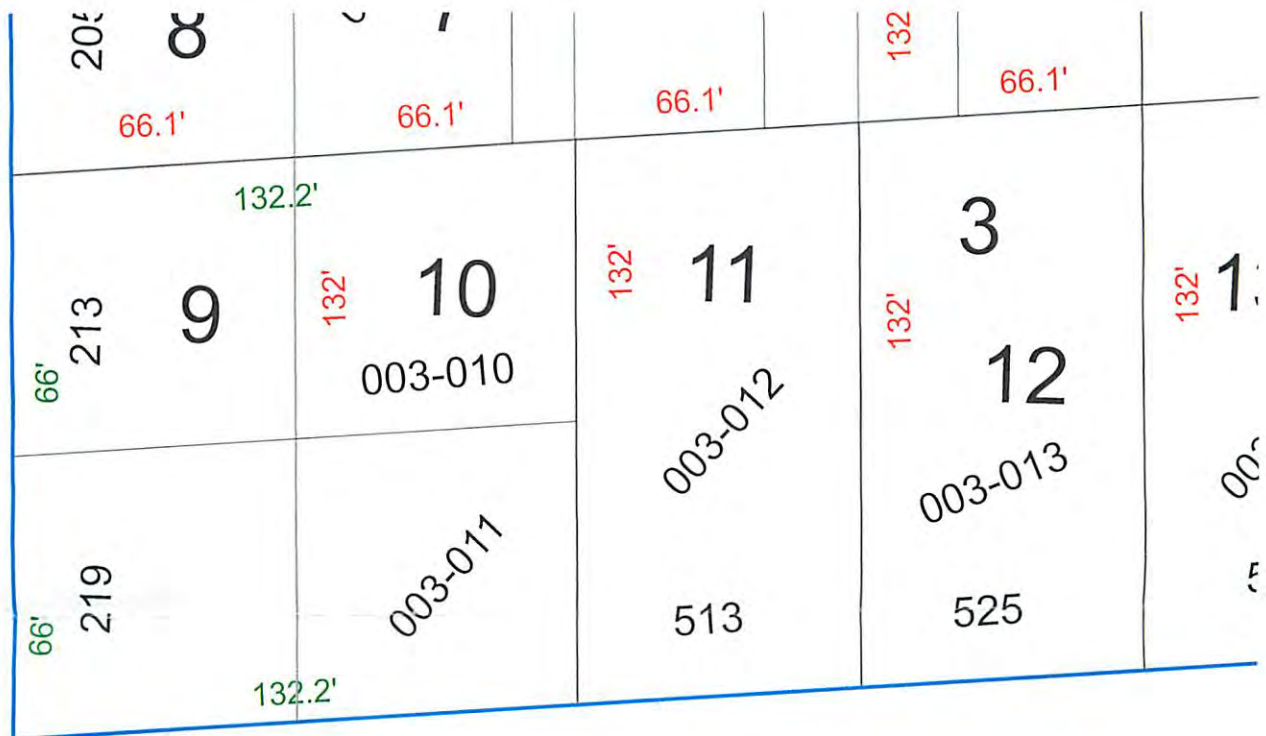
### **New Description After Split & Combine 050-180-004-009-00 (516 Grover)**

LOT 6 BLK 4 DEWEY & STEWARTS ADD (EXCEPT W 9')

### **New Description After Split & Combine 050-180-004-011-00 (510 Grover)**

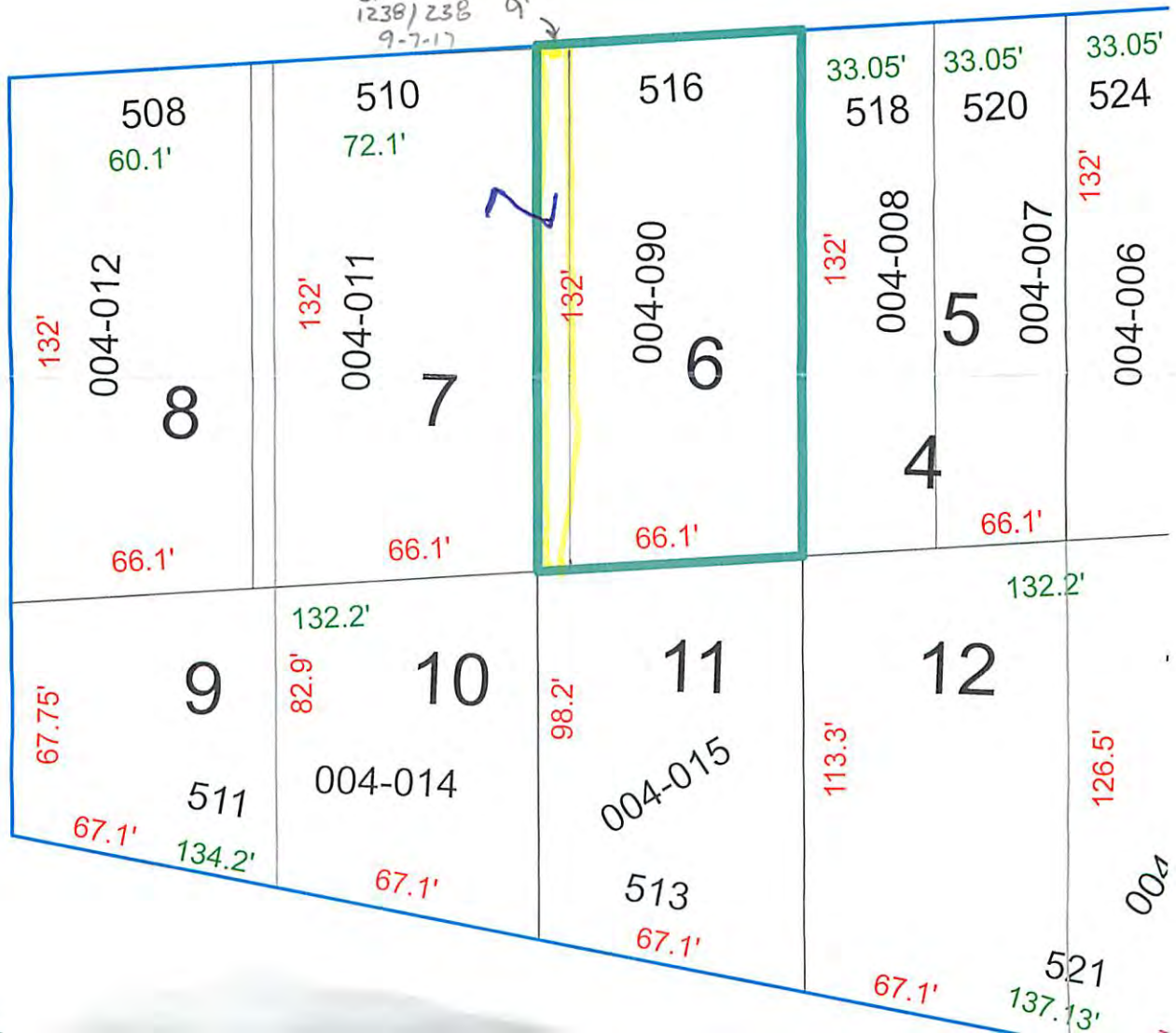
LOT 7 & E 6' LOT 8 & W 9' LOT 6, BLK 4, DEWEY & STEWARTS ADDN

S. OAK



GROVER ST.

66'





S. OAK



GROVER ST.

66'







## **MEMORANDUM**

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

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DATE: March 27, 2018

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Annual Michigan Department of Transportation Street Inventory and Mileage Certification

### **RECOMMENDATION**

Approval of resolutions to add Hathaway Drive and West Stewart Street to the Michigan Department of Transportation (MDOT) local street inventory.

### **BACKGROUND**

Each year the Michigan Department of Transportation (MDOT) requests a street inventory validation from municipalities for Act-51 funding distribution purposes. Hathaway Drive was newly constructed in 2017 and is the most recent street to be added to the local street inventory. West Stewart Street extending west of S. Chestnut has been on the books for some time, and never formally submitted to MDOT for inventory validation. Both streets were previously brought before city council for acceptance by resolution. However, to complete the process for receipt of Act-51 funding, resolutions must also be prepared for submission to MDOT.

### **FISCAL IMPACTS**

Act-51 maintenance funds received from the State of Michigan will be added to the local streets budget.

Document originated by: Glenn Chinavare, Director of Public Services & Utilities

Attachments: (1) MDOT Resolution for Hathaway Drive  
(2) MDOT Resolution for W. Stewart Street – S. Chestnut Street to West End

## **RESOLUTION NO.**

### **AUTHORIZING THE ADDITION OF NEW STREET NAMED HATHAWAY DRIVE RIGHT-OF-WAY WITHIN THE CITY STREET SYSTEM FOR THE PURPOSE OF OBTAINING FUNDS UNDER ACT 51, P.A. 1951.**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, did on January 3, 2017 acquire title to Hathaway Drive. And whereas it is necessary to furnish certain information to the State of Michigan to place this street within the City for the purpose of obtaining funds under Act 51, P.A. 1951 as amended.

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

FIRST: That the center line of said street is described as:

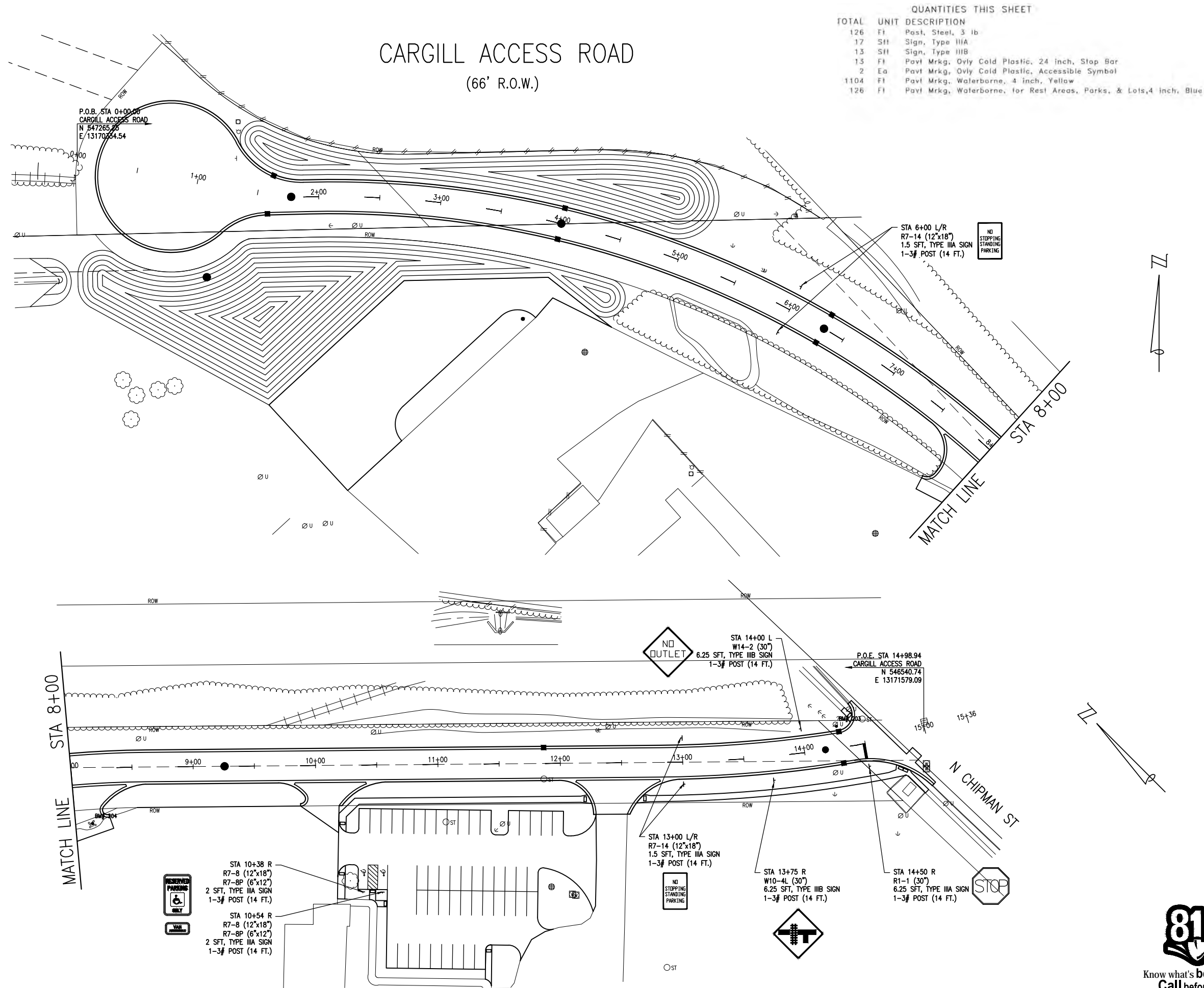
Beginning at the Southeast  $\frac{1}{4}$  of Section 14, T. 7 N.-R.2 E., City of Owosso, Shiawassee County, Michigan described as follows: To fix the point of beginning commence at the Southeast corner of said Section 14; thence N.00°-23'-20"E., on the East line of said Section, 682.01 feet; thence N.43°-30'-39"W., 47.58 feet to the intersection of the Westerly Right-of-Way line of N. Chipman Street and the Southwesterly Railroad Right-of-Way line, also being the point of beginning; thence S.00°-23'-20"W, on said Westerly Right-of-Way line, 95.18 feet; thence N.43°-30'-39"W., 618.55 feet to a point on 767.00 feet radius curve to the left having a chord bearing of N.67°-26'-40"W, 622.31 feet; thence along the arc of said curve 640.79 feet; thence S.88°-37'-19"W., 50.56 feet to a point on a 42.00 feet radius curve to the left, having a chord bearing of S.57°-27'-38"W., 13.68 feet; thence along the arc of said curve 13.74 feet to a point on a 78.00 feet radius curve to the right, having a chord bearing of N.84°-42'-16"W, 114.48 feet; thence along the arc of said curve 128.54 feet a point on the South  $\frac{1}{8}$  line of said Section; thence S.88°-38'-37"W. on said South  $\frac{1}{8}$  line, 15.01 feet; thence N.01°-21'-23"W, 46.00 feet to a point on a 78.00 feet radius curve to the right, having a chord bearing of N.20°-03'-58"E., 56.98 feet; thence along the arc of said curve 58.33 feet; thence N.41°-29'-19"E., 77.09 feet; thence S.48°-30'-43"E., 22.24 feet to a point on a 245.00 feet radius curve to the left, having a chord bearing of S.67°-26'-42"E., 198.77 feet; thence along the arc said curve 204.68 feet; thence N.88°-37'-19"E., 154.05 feet to a point on a 305.00 radius curve to the right, having a chord bearing of S. 73° -06'-01 "E., 191.31 feet; thence along the arc of said curve 194.59 feet to a point on said South  $\frac{1}{8}$  line; thence N.88°-38'-37"E, on said South  $\frac{1}{8}$  line, 7.99 feet to said Southwesterly Railroad Right-of-Way line; thence S.43°-30'-39"E., on said Southwesterly Railroad Right-of-Way line, 838.78 feet to the point of beginning, containing 2.82 acres of land.


SECOND: That said street is located within a City right-of-way and is under the control of the City of Owosso.

THIRD: That said street is a public street and is for public street purposes.

FOURTH: That said street is accepted into the City Local Street System and was open to the public on January 3, 2017.

DRAWING PATH: P:\0000\_01\00\020160203\_Owosso\_Cargill\ProjectDrawings\Civil\PMIS\160202\PMIS.dwg Jun 30, 2016 - 1:55pm





ARCHITECTS ENGINEERS PLANNERS

929 Bridgeview South  
Saginaw, MI 48604  
P 989.393.4200 | F 734.522.6427

OHM-ADVISORS.COM

REVISIONS:

NO.	DATE	DESCRIPTION
1	NOV 03	NAD ES
2	NOV 09	VERT DATUM

DATE: 02-16-2020

PROJ NUMBER: 002-16-2020

ENG: ERS

PROJ MGR: AWW

CADD: APP

COUNTY: SHAWANSEE

CITY: CITY OF OWOSSO

CITY VILLAGE/TOWNSHIP: CITY OF OWOSSO

SCALE: H: 1"=40' V: 1"=4'

MOE DATUM: NAD 83

VERT DATUM: NOVO 09

CITY OF OWOSSO

CARGILL ACCESS ROAD

PAVEMENT MARKING AND SIGNING SHEET

SHEET 27 OF 27



**RESOLUTION NO.**

**AUTHORIZING THE ADDITION OF WEST STEWART STREET RIGHT-OF-WAY WITHIN THE CITY STREET SYSTEM FOR THE PURPOSE OF OBTAINING FUNDS UNDER ACT 51, P.A. 1951.**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, did on March 4, 1974 acquire title to West Stewart Street. And whereas it is necessary to furnish certain information to the State of Michigan to place this street within the City for the purpose of obtaining funds under Act 51, P.A. 1951 as amended.

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

FIRST: That the center line of said street is described as:

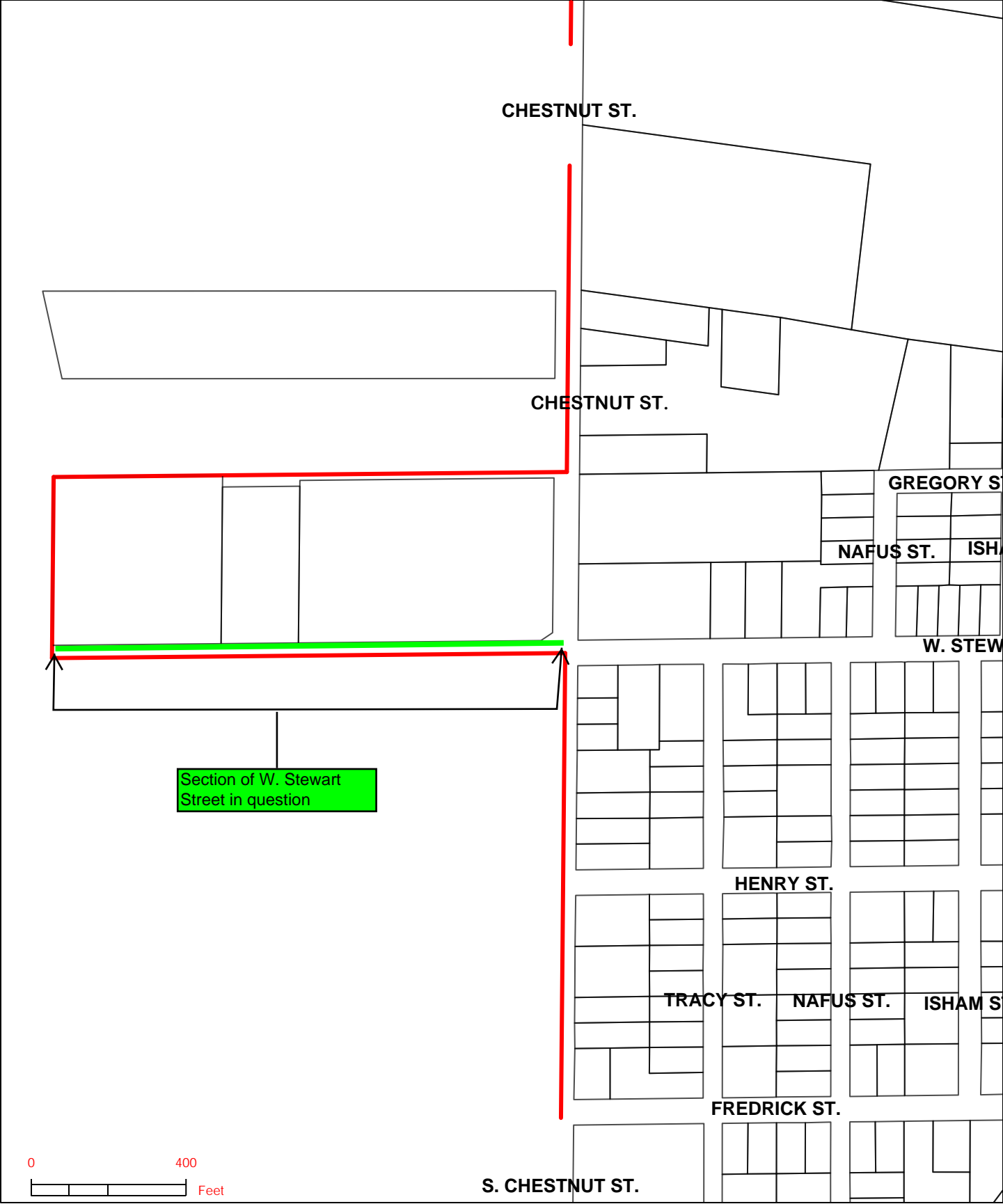
The South 33 feet of the East  $\frac{1}{2}$  of the South  $\frac{1}{2}$  of the following described premises: All that part of the East  $\frac{1}{2}$  of the Northwest  $\frac{1}{4}$  of Section 23, Township 7 North, Range 2 East, in Michigan, lying Southerly of a line which begins on the North and South  $\frac{1}{4}$  line of said Section at a point which is 1677.56 feet South along said  $\frac{1}{4}$  line from the North  $\frac{1}{4}$  post of said section and runs thence South  $88^{\circ}53'30''$  West 1326.70 feet to the West  $\frac{1}{8}$  line of said Section.

SECOND: That said street is located within a City right-of-way and is under the control of the City of Owosso.

THIRD: That said street is a public street and is for public street purposes.

FOURTH: That said street is accepted into the City Local Street System and was open to the public on March 4, 1974.

# OWOSSO



STEWART STREET MAP



## MEMORANDUM

---

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

---

**DATE:** March 29, 2018

**TO:** City Council

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

**SUBJECT:** Michigan Department of Environmental Quality Pilot Drinking Water Infrastructure Grant - Orchard, Hiltz & McCliment Advisors Proposal

### RECOMMENDATION:

Authorization to amend the professional service agreement with Orchard, Hiltz, and McCliment (OHM) of Livonia, Michigan as amendment No. 6 for engineering services to perform location/identification/construction oversight in accordance with the Michigan Department of Environmental Quality (MDEQ) Pilot Drinking Water Infrastructure Grant requirements.

### BACKGROUND:

The MDEQ announced via letter dated February 12, 2018 of the availability of Grant funds for location/identification/removal of lead and galvanized water service lines from the municipal water main to the property owners building. Proposals and application for these funds are required to be submitted to the State of Michigan by March 30, 2018. Due to the sudden notification of Grant funds, as well as the short time for which to apply, OHM was solicited to provide a proposal for projected costs in accordance with Grant requirements. Failing to meet the application deadline would have resulted in forfeiture of an opportunity to receive up to \$1 million in grant funding for the 2018 - 2019 budget year. In addition, OHM Advisors is currently performing similar services for the city of Owosso related to water distribution system mapping/geodatabase management/modeling. OHM is most familiar with the Owosso distribution system and the likely entity to quickly respond to this short notice request.

The initial application for these Drinking Water Grant funds has already been forwarded to MDEQ in order to meet the deadline date of March 30, 2018. If/when approved, expenses directly related to this Grant will be eligible for reimbursement beginning February 12, 2018. Further, city of Owosso labor and overhead and equipment expenses directly applicable to this Grant project are eligible for reimbursement within this attached project cost proposal.

Finally, this is a no match Grant. All eligible expenses are 100% reimbursed, except that municipal labor overhead/fringe rates cannot exceed 40%.

**FISCAL IMPACTS:** OHM proposed engineering services \$198,600.00. Grant eligible.

**Document originated by:** Glenn M. Chinavare, Director of Public Services & Utilities  
**Attachment:** (1) OHM Proposal

**RESOLUTION NO.**

**AUTHORIZING THE EXECUTION OF ADDENDUM NO. 6 TO  
AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES  
WITH ORCHARD, HILTZ & MCCLIMENT, INC. D/B/A OHM ADVISORS**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, entered into an agreement with Orchard, Hiltz & McCliment, Inc. d/b/a OHM Advisors by the adoption of Resolution 26-2015 on April 6, 2015; and

WHEREAS, the city has been invited to take part in a grant program to assist in the location, identification, and removal of lead and galvanized water service lines within the city; and

WHEREAS, the city is eligible to receive \$1,000,000.00 through said grant program, but application for the funds, including an engineering proposal, must be received by the Michigan Department of Environmental Quality by March 30, 2018; and

WHEREAS, the city currently holds a contract with OHM Advisors for the provision of engineering services related to the mapping, modeling, and geodatabase management of the water distribution system and is the firm most familiar with the city's water distribution system; and

WHEREAS, the city and utilities director desires to expand the contract to include additional services for performing location/identification/construction management services, in accordance with the Michigan Department of Environmental Quality 2018 Pilot Drinking Water Infrastructure Grant Program to permit the city to apply for said grant funds by the deadline.

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 waive competitive bidding requirements and expand the contract approved by Resolution 26-2015 on April 6, 2015 with Orchard, Hiltz & McCliment, Inc. d/b/a OHM Advisors to include additional services for the execution of and compliance with the MDEQ 2018 Pilot Drinking Water Infrastructure Grant Program as shown in Attachment A, contingent upon approval of Grant funds by MDEQ.
- SECOND: The accounts payable department is authorized to submit payment to OHM Advisors for professional services in an amount not to exceed \$198,600.00 for engineering services in compliance with the MDEQ 2018 Pilot Drinking Water Infrastructure Grant Program.
- THIRD: The above reimbursements and expenses shall be managed through water revenue account 591-000-539.000 and water capital account 591-901-972.000.



ARCHITECTS. ENGINEERS. PLANNERS.

March 23, 2018

Mr. Glenn M. Chinavare  
Director of Public Services  
City of Owosso  
301 West Main  
Owosso, MI 48867

RE: Engineering Services  
Michigan Department of Environmental Quality (MDEQ) Pilot Drinking Water Infrastructure Grant

Dear Mr. Chinavare,

OHM Advisors is pleased to submit this engineering services proposal for the above mentioned grant opportunity. The MDEQ has identified the City of Owosso as a candidate to receive **\$1,000,000** in grant funding for research and improvements relating to lead service lines.

### **PROJECT UNDERSTANDING**

The City of Owosso is committed to providing safe and reliable drinking water to its customers and recognizes this opportunity to continue efforts in achieving this goal. The city staff intends to utilize these funds for planning purposes as well as some replacement of existing lead service lines that exist in the water system. Based on input from city staff and MDEQ, OHM Advisors has identified the following tasks to assist the city in fulfilling the intentions of this grant program.

### **SCOPE OF SERVICES**

Our scope of services for the overall work effort is as follows:

#### **PLANNING**

##### **Task 1 –Update distribution system material inventory**

OHM Advisors will utilize data collected in the field (by city staff) to generate an overall map showing total anticipated lead line locations throughout the city.

##### **Task 2 –Asset Management Program (AMP) - Lead Service Lines**

Under this task, OHM Advisors will develop an asset management plan specifically for lead service lines. Specific work efforts include:

- Condition Assessment –

OHM Advisors will utilize the updated inventory of anticipated lead service lines to estimate replacement costs based on recent bid tabulations for similar projects in the area, industry standards and other available information.

OHM Advisors will input this information into an asset spreadsheet database similar to the city's existing wastewater AMP.



- **Level of Service (LOS)-**

OHM Advisors will meet with the city to develop asset management plan goals and mission statement. OHM Advisors will outline questions to be answered and information that will be needed relating to regulatory compliance, critical system assets, funding availability and how operations and maintenance (O&M) is related to the current LOS. OHM Advisors will develop a draft of the goals and mission statement based on City input.

- **Capital Improvement Plan (CIP)-**

Under this task, OHM Advisors will coordinate with the city to develop short and long-term goals for the replacement of lead service lines. Capital improvements will be identified for projects related to future/upcoming regulations, major asset replacement, and the projects impact on the LOS goals.

- **Revenue Structure Development-**

Under this task, the City's financial consultant will perform a financial analysis to develop a strategic business plan designed to sustain the utility in the most efficient and cost-effective manner.

The city's financial consultant and OHM Advisors will obtain and review city ordinances, historical audited and budgeted O & M information. This will include financial reports, 3 year audits, customer data, current rate structure, current and proposed budgets and fund balances.

Rates and charges will be reviewed and compared to the CIP program by the city's financial consultant to determine if there are sufficient revenues to cover expenses. This will include an analysis of replacement costs and adequacy of replacement cost funding reserves and practices.

If needed, rate modifications will be developed. Rate modification scenarios will be considered for implementation over both immediate and incremental time frames.

## **CONSTRUCTION**

### **Task 3 – Lead Service Line Replacement**

This phase will include the replacement of lead service lines. OHM Advisors will perform the following tasks:

- **Design Engineering-**

With input from the city relating to scope of work, OHM Advisors will develop contract documents to replace lead service lines. This will include the bidding process (bid advertisement, bid opening, bid tabulation and recommendation).

- **Construction Engineering-**

OHM Advisors will provide contract administration and observation during the construction phase. This work will include preconstruction meeting, on-site observation, progress meetings, contractor payments, punch list items and notifications to the public.

OHM Advisors will coordinate public outreach efforts with the city well in advance of construction. Project notification will be posted on the city's web-site, published in the local paper and discussed at the city council level.



## SCHEDULE

Assuming the city executes a grant agreement with MDEQ by May 1, 2018, the following schedule is anticipated:

PHASE	SCHEDULE
INVENTORY	May 2, 2018 – May 31, 2018
ASSET MANAGEMENT PLAN	June 1, 2018 – July 31, 2018
DESIGN/BIDDING	Aug 1, 2018 – Sept 14, 2018
CONSTRUCTION	Oct 15, 2018 – May 31, 2019

## FEES

The services outlined above will be performed on an hourly basis with a total not-to-exceed fee for the sum of all tasks outlined in our scope of work. An estimated amount per task is listed in the table below as a summary of our fee. The total Not-to-Exceed Fee for this current scope of work, based on the below summary table is **\$198,600**.

Scope Item	Description	Estimated Cost
<b>PLANNING</b>		
INVENTORY		
	Task 1 Project Initiation	\$ 7,580
	Task2 Asset Inventory	\$ 16,640
	<b>SUBTOTAL - INVENTORY</b>	<b>\$ 24,220</b>
CONDITION ASSESSMENT		
	Task 3 Condition Assessment	\$ 7,820
	Task 4 Criticality of Assets Determination	\$ 7,240
	<b>SUBTOTAL - CONDITION ASSESSMENT</b>	<b>\$ 15,060</b>
LEVEL OF SERVICE		
	Task 5 Level of Service Determination	\$ 5,100
	<b>SUBTOTAL - LEVEL OF SERVICE</b>	<b>\$ 5,100</b>
COSTS		
	Task 6 Revenue Structure Development	\$ 20,000
	Task 7 Long-term Funding & Capital Improvement Planning	\$ 9,240
	<b>SUBTOTAL - RATE STRUCTURE DEVELOPMENT</b>	<b>\$ 29,240</b>
REPORT		
	Task 8 Asset Management Plan - Report	\$ 19,340
	<b>SUBTOTAL- ASSET MANAGEMENT PLAN REPORT</b>	<b>\$ 19,340</b>
<b>TOTAL - PLANNING</b>		<b>\$ 92,960</b>
<b>CONSTRUCTION PHASE</b>		
	Task 9 Design Engineering	\$ 15,960
	Task 10 Construction Engineering	\$ 89,680
<b>TOTAL - CONSTRUCTION</b>		<b>\$ 105,640</b>
<b>TOTAL FEE</b>		<b>\$ 198,600</b>



### ACCEPTANCE

If this proposal is acceptable to you, a signature on the enclosed copy of this letter and initials on the contract terms and conditions will serve as our authorization to proceed. Thank you for giving us the opportunity to be of service, we look forward to another successful project with the city.

**Orchard, Hiltz, & McCliment, Inc.**  
CONSULTANT

**City of Owosso**  
CLIENT

_____	(Signature)	_____
<u>Louis Fleury, PE</u>	(Name)	_____
<u>Senior Project Manager</u>	(Title)	_____
_____	(Date)	_____





## **MEMORANDUM**

---

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

---

**DATE:** March 29, 2018

**TO:** City Council

**FROM:** Glenn M. Chinavare, Director of Public Services & Utilities

**SUBJECT:** Michigan Departmental of Environmental Quality - Pilot Drinking Water Infrastructure Grant

### **RECOMMENDATION:**

Authorization to enter into an agreement with the Michigan Department of Environmental Quality (MDEQ), subsequent to receipt of resolution request and approval of application, for the 2018 - 2019 Pilot Drinking Water Infrastructure Grant in the aggregate principal amount not to exceed \$1 million dollars.

### **BACKGROUND:**

This Grant requires no matching funds, and provides assistance to municipalities for updating distribution system material inventories and asset management plans to identify and replace lead service lines and galvanized steel service lines, from the water main to the building premises.

Grant applications along with a project proposal must be submitted to MDEQ by March 30, 2018. These documents were submitted on March 26, 2018. OHM Advisors was selected as the sole source engineering firm to provide the scope of services for the project proposal, due to the short time frame to respond to the MDEQ, and for the on-going services agreement OHM has with the city of Owosso for updating existing asset management water distribution system mapping.

Grant funds for approved applications are expected to be released near July 1, 2018 with 12 months to complete the project.

### **FISCAL IMPACTS:**

No fiscal impact on operating budgets, except that city resources directly involved in the scope of this project are eligible for reimbursement from Grant funds.

### **Document originated by:**

Glenn M. Chinavare, Director of Public Services & Utilities

Attachments: (1) MDEQ Grant App Proposal and Projected Costs  
(2) MDEQ Resolution Document

## **RESOLUTION NO.**

### **AUTHORIZING THE APPLICATION FOR A PILOT DRINKING WATER COMMUNITY WATER SUPPLY GRANT AND APPROVAL OF PROPOSED AGREEMENT**

WHEREAS, a pilot drinking water community water supply grant program was established with the passing of the supplemental budget of the Department of Environmental Quality ("DEQ"); and

WHEREAS, the pilot drinking water community water supply grant program, administered by the DEQ, provides assistance to municipalities for updating distribution system material inventories and asset management plans to identify lead service lines and galvanized steel service lines, and replacing lead service lines and galvanized steel service lines; and

WHEREAS, the Municipality does hereby determine it necessary to update inventory of distribution system material inventory, update and improve an asset management plan to identify lead service lines and galvanized steel service lines, and replace lead service lines and galvanized steel service lines; and

WHEREAS, it is the determination of the Municipality that, at this time, a grant in the aggregate principal amount not to exceed one million dollars ("Grant") be requested from the DEQ to pay for the above-mentioned undertaking(s); and

WHEREAS, the Municipality shall obtain this Grant by entering into a grant agreement ("Grant Agreement") with the DEQ.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Utilities Director, a position currently held by Glenn M. Chinavare, and the City Manager, a position currently held by Donald D. Crawford, are designated as the Authorized Representatives for purposes of the Grant Agreement.
2. The proposed form of the Grant Agreement between the Municipality and the DEQ is hereby approved and the Authorized Representative(s) is authorized and directed to execute the Grant Agreement with such revisions as are agreed to by the Authorized Representative(s).
3. The Authorized Representative(s) is hereby authorized to take any actions necessary to comply with the requirements of the DEQ in connection with the issuance of the Grant, including executing and delivering such other contracts, certificates, documents, instruments, applications and other papers as may be required by the DEQ or as may be otherwise necessary to affect the approval and delivery of the Grant.
4. The Municipality acknowledges that the Grant Agreement is a contract between the Municipality and the DEQ.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are rescinded.

**Public Water System  
Pilot Drinking Water Infrastructure Grant**

Legal name of community: CITY OF OWOSSO

Project Name: LEAD SERVICE LINE MANAGEMENT AND REDUCTION

Proposed Grant Amount: \$ 1,000,000

Time Period for Eligible Costs: Start Date 2/12/18

End Date 5/31/19

Description of Proposed Project Scope: (attach additional pages as needed):

SEE ATTACHED

Proposed Project Costs	
1. Update distribution system material inventory	\$ 144,220
2. Update/Improve asset management program	\$ 68,740
3. Lead service line construction	\$ 787,040
4. Eligible Cost Subtotal	\$ 1,000,000
5. LESS Local Match (if applicable)	\$ -
6. Requested Grant Amount (Line 4 minus Line 5)	\$ 1,000,000

The individual signing below certifies that they are the authorized to sign this proposal on behalf of their public water system and expend grant funds as proposed.

Donald D. Crawford  
Signature and Title DONALD CRAWFORD, CITY MANAGER

MARCH 26, 2018

Date

**Due: March 30, 2018**

Submit to: Michigan Department of Environmental Quality  
Drinking Water and Municipal Assistance Division  
ATTN: Revolving Loan Section  
P.O. Box 30817  
Lansing, Michigan 48909-8311



## **MDEQ PILOT DRINKING WATER INFRASTRUCTURE GRANT PROPOSAL CITY OF OWOSSO MARCH 2018**

At the request of the city, OHM Advisors has prepared this proposal seeking funding for the above mentioned grant program. The City of Owosso is committed to providing safe and reliable drinking water to its customers and recognizes this opportunity to continue efforts in achieving this goal. The city staff intends to utilize these funds for planning purposes as well as some replacement of existing lead service lines that exist in the water system. The following tasks will be implemented to fulfill the intentions of this grant program.

### **PLANNING**

#### **Task 1 –Update distribution system material inventory**

Under this task, the City will further investigate potential lead service line locations. This will be accomplished by hydrovac excavations both within the right of way and private property. The city will work with its attorney to develop a temporary construction easement to complete work on private property. OHM Advisors will utilize the data collected and download into the city's GIS system. An overall map will be generated showing total anticipated lead line locations throughout the city.

#### **Task 2 –Asset Management Program (AMP) - Lead Service Lines**

Under this task, OHM Advisors will develop an asset management plan specifically for lead service lines. Specific work efforts include:

- **Condition Assessment –**  
OHM Advisors will utilize the updated inventory of anticipated lead service lines to estimate replacement costs based on recent bid tabulations for similar projects in the area, industry standards and other available information.  
OHM Advisors will input this information into an asset spreadsheet database similar to the city's existing wastewater AMP.
- **Level of Service (LOS)-**  
OHM Advisors will meet with the city to develop asset management plan goals and mission statement. OHM Advisors will outline questions to be answered and information that will be needed relating to regulatory compliance, critical system assets, funding availability and how operations and maintenance (O&M) is related to the current LOS. OHM Advisors will develop a draft of the goals and mission statement based on City input.
- **Capital Improvement Plan (CIP)-**  
Under this task, OHM Advisors will coordinate with the city to develop short and long-term goals for the replacement of lead service lines. Capital improvements will be identified for projects related to future/upcoming regulations, major asset replacement, and the projects impact on the LOS goals.





- **Revenue Structure Development-**  
Under this task, the City's financial consultant will perform a financial analysis to develop a strategic business plan designed to sustain the utility in the most efficient and cost-effective manner.  
The city's financial consultant and OHM Advisors will obtain and review city ordinances, historical audited and budgeted O & M information. This will include financial reports, 3 year audits, customer data, current rate structure, current and proposed budgets and fund balances.  
Rates and charges will be reviewed and compared to the CIP program by the city's financial consultant to determine if there are sufficient revenues to cover expenses. This will include an analysis of replacement costs and adequacy of replacement cost funding reserves and practices.  
If needed, rate modifications will be developed. Rate modification scenarios will be considered for implementation over both immediate and incremental time frames.

## CONSTRUCTION\*

### Task 3 – Lead Service Line Replacement

This phase will include the replacement of lead service lines. Work required to complete this task is summarized below:

- **Design Engineering-**  
With input from the city relating to scope of work, OHM Advisors will develop contract documents to replace lead service lines. This will include the bidding process (bid advertisement, bid opening, bid tabulation and recommendation).
- **Construction Engineering-**  
OHM Advisors will provide contract administration and observation during the construction phase. This work will include preconstruction meeting, on-site observation, progress meetings, contractor payments, punch list items and notifications to the public.  
OHM Advisors will coordinate public outreach efforts with the city well in advance of construction. Project notification will be posted on the city's web-site, published in the local paper and discussed at the city council level.
- **Contract Construction-**  
Construction will include replacement of lead service lines. The scope of work will be determined by the city and is anticipated to take place both in the public right of way as well as private property.  
The city will work with its attorney to execute construction waivers for all affected properties prior to construction.

*\*The city anticipates completing some of the LSL replacements in-house, the balance of the work will be contracted out to others.*

## SCHEDULE

Assuming the city executes a grant agreement with MDEQ by May 1, 2018, the following schedule is anticipated:

PHASE	SCHEDULE
INVENTORY	May 2, 2018 – May 31, 2018
ASSET MANAGEMENT PLAN	June 1, 2018 – July 31, 2018
DESIGN/BIDDING	Aug 1, 2018 – Sept 14, 2018
CONSTRUCTION	Oct 15, 2018 – May 31, 2019



## BUDGET

Assuming the city executes a grant agreement with MDEQ by May 1, 2018, the following schedule is anticipated:

### CITY OF OWOSSO

MDEQ-Pilot Drinking Water Community Supply Grant

Mar-18

Scope Item		Description	Estimated Cost
<b>PLANNING</b>			
INVENTORY	Task 1	Project Initiation	\$ 7,580
	Task2	Asset Inventory	\$ 136,640
		<b>SUBTOTAL - INVENTORY</b>	<b>\$ 144,220</b>
CONDITION ASSESSMENT	Task 3	Condition Assessment	\$ 7,820
	Task 4	Criticality of Assets Determination	\$ 7,240
		<b>SUBTOTAL - CONDITION ASSESSMENT</b>	<b>\$ 15,060</b>
LEVEL OF SERVICE	Task 5	Level of Service Determination	\$ 5,100
		<b>SUBTOTAL - LEVEL OF SERVICE</b>	<b>\$ 5,100</b>
COSTS	Task 6	Revenue Structure Development	\$ 20,000
	Task 7	Long-term Funding & Capital Improvement Planning	\$ 9,240
		<b>SUBTOTAL - RATE STRUCTURE DEVELOPMENT</b>	<b>\$ 29,240</b>
REPORT	Task 8	Asset Management Plan - Report	\$ 19,340
		<b>SUBTOTAL- ASSET MANAGEMENT PLAN REPORT</b>	<b>\$ 19,340</b>
<b>TOTAL - PLANNING</b>			<b>\$ 212,960</b>
<b>CONSTRUCTION</b>			
	Task 9	Design Engineering	\$ 15,960
	Task 10	Construction Engineering	\$ 89,680
	Task 11	Construction (LSL replacement/Legal)	\$ 681,400
<b>TOTAL - CONSTRUCTION</b>			<b>\$ 787,040</b>
<b>GRANT TOTAL</b>			<b>\$1,000,000</b>



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
LANSING



C. HEIDI GRETHUR  
DIRECTOR

February 12, 2018

Mr. Donald Crawford, City Manager  
City of Owosso  
301 West Main  
Owosso, Michigan 48867

Dear Mr. Crawford:

SUBJECT: Pilot Drinking Water Infrastructure Grant

You are receiving this letter because your public water system (PWS) has been identified as a candidate to apply for a pilot drinking water infrastructure grant, targeted at \$1 million per community and intended for the following uses:

- Updating distribution system material inventories;
- Updating/improving Asset Management Plans to identify replacement of lead service line/galvanized steel as a priority activity;
- Actual replacement of lead service lines (LSL); or
- Any combination of the above activities.

We ask that you notify the Department of Environmental Quality's (DEQ) Drinking Water and Municipal Assistance Division (DWMAD) of your intent to apply by March 1, 2018, and provide a proposal and associated costs no later than March 30, 2018. The proposals will be evaluated based on how effectively and efficiently the proposal implements the principles outlined above.

We understand and appreciate the effort involved for you to put together a proposal in such a short timeframe. You were selected, in part, based on an expectation of your ability to properly execute the funding. We are dedicated to working with you to demonstrate the efficacy of this type of funding; therefore, we are not seeking extensive proposal documentation. We require only a description of the project using the attached form to include the project scope; an estimated cost; commitment to a schedule executing the funds no later than May 2018; and project completion within one year from the signed grant agreement. Grant funding will follow standard state of Michigan procedures and templates. Proposals are encouraged that demonstrate how communities can use PWS funds to replace privately held portions of LSLs. Several communities are accomplishing this activity now and we want to identify options to accomplish this activity in the proposed new Michigan Lead and Copper Rule.

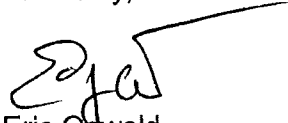
I ask that you seriously consider providing us with a proposal. Please submit your intent to apply and your complete proposal by the deadlines stated above to: DEQ, DWMAD,

Mr. Donald Crawford  
Page 2  
February 12, 2018

ATTN: Revolving Loan Section; P.O. Box 30817, Lansing, Michigan 48909-8311. Please call 517-284-5433 with any questions.

6524

Sincerely,

A handwritten signature in black ink, appearing to read "Eric Oswald", with a long horizontal line extending from the top right of the signature.

Eric Oswald  
Director  
Drinking Water and Municipal Assistance Division

Attachment

cc: Ms. Bethel Skinker, P.E., Supervisor, Lansing District Office, DWMAD, DEQ  
Mr. Jonathan Berman, DEQ





## MEMORANDUM

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

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**DATE:** March 26, 2018

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

**FROM:** Glenn M. Chinavare, Director of Public Services & Utilities

**SUBJECT:** 2018 Annual Consumer Confidence Report (CCR)

**BACKGROUND:** The USEPA Clean Water Act of 1972 established regulatory and enforcement parameters for water protection. The USEPA Safe Drinking Water Act of 1974 (SDWA) enacted additional regulatory legislation for public health and safety. An amendment to the SDWA in 1996 required the public to receive annual Consumer Confidence Reports (CCR), detailing compliance of regulated characteristics of drinking water from municipal sources.

The city of Owosso 2018 CCR is hereby submitted in accordance with the USEPA Clean Water Act. This final report has been reviewed by and approved for publication by the Michigan Department of Environmental Quality.

Attachment/s: (1) CCR Report

# 2018 Water Quality Report - City Of Owosso Water System

This report covers the drinking water quality for the City of Owosso for the 2017 calendar year. This information is a snapshot of the quality of the water that we provided to you in 2017. Included are details about where your water comes from, what it contains, and how it compares to Environmental Protection Agency (EPA) and state standards.

Your water comes from 5 working groundwater wells, each over 80 feet deep. The State performed an assessment of our source water to determine the susceptibility or the relative potential of contamination. The susceptibility rating is on a seven-tiered scale from "very-low" to "very-high" based on geologic sensitivity, well construction, water chemistry and contamination sources. The susceptibility of our source is rated as susceptible.

There are no known or identified significant sources of contamination within the city water supply. Ground water sources are monitored and protected by an approved Michigan Department of Environmental Quality (MDEQ) Wellhead Protection Program Plan (WHPP), which is designed to (1) ensure safe drinking water to the public, and (2) protect drinking water from potential sources of contamination by following the WHPP program guidelines set forth by the MDEQ.

If you would like to know more about the report, please contact the Water Plant Superintendent David Haut at 301 W. Main Street, Owosso, MI 48867 Phone: 989-725-0560. Email: [david.haut@ci.owosso.mi.us](mailto:david.haut@ci.owosso.mi.us) or at our web site: <http://www.ci.owosso.mi.us/Utilities>

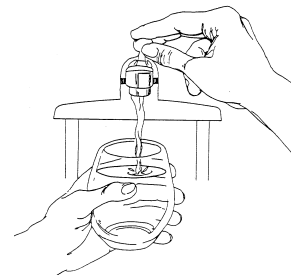
- **Contaminants and their presence in water:** Drinking Water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the **EPA's Safe Drinking Water Hotline (800-426-4791)**.

- **Vulnerability of sub-populations:** Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune systems disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial

contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

- **Sources of drinking water:** The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. Our water comes from wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.
- Contaminants that may be present in source water include:
  - ✧ **Microbial contaminants**, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations and wildlife.
  - ✧ **Inorganic contaminants**, such as salts and metals, which can be naturally-occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.
  - ✧ **Pesticides and herbicides**, which may come from a variety of sources such as agriculture and residential uses.
  - ✧ **Radioactive contaminants**, which can be naturally occurring or be the result of oil and gas production and mining activities.
  - ✧ **Organic chemical contaminants**, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, and septic systems.

In order to ensure that tap water is safe to drink, EPA prescribes regulations that limit the amount of certain



contaminants in water provided by public water systems. Food and Drug Administration regulations establish limits for contaminants in bottled water which provide the same protection for public health.

## Water Quality Data

The table below lists *all the drinking water contaminants that we detected during the 2017 calendar year*. The presence of these contaminants in the water does not necessarily indicate that the water poses a health risk. Unless otherwise noted, the data presented in this table is from testing conducted during January 1 – December 31, 2017. The State of Michigan allows for the monitoring of certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year. The data delineated below is representative of the water quality testing performed during 2017, with some data being more than one year old as approved by the MDEQ..

### Terms and abbreviations used below:

- **Maximum Contaminant Level Goal (MCLG):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **Maximum Contaminant Level (MCL):** The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **Maximum Residual Disinfectant Level (MRDL):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
- **Maximum Residual Disinfectant Level Goal (MRDLG):** means the level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **N/A:** Not applicable **ND:** not detectable at testing limit **ppb:** parts per billion or micrograms per liter **ppm:** parts per million or milligrams per liter **pCi/l:** picocuries per liter (a measure of radioactivity).
- **Action Level (AL):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.

Regulated Contaminant	MCL	MCLG	Level Detected	Range	Year Sampled	Violation Yes / No	Typical Source of Contaminant
Chromium (ppb)	100	100	0.62	0.48 to 0.62	2014	No	Discharge from steel and pulp mills; Erosion of natural deposits
Fluoride (ppm)	4	4	0.36	0.36	8/2017	No	Erosion of natural deposits. Discharge from fertilizer and aluminum factories.
HAA5 Haloacetic Acids (ppb)	60	N/A	4	1.0 to 4.0	8/2017	No	Byproduct of drinking water disinfection
TTHM - Total Trihalomethanes (ppb)	80	N/A	47.9	20 to 47.9	8/2017	No	Byproduct of drinking water disinfection
Chlorine* (ppm)	<b>MRDL</b>	<b>MRDLG</b>	0.30	0.29 to 0.30	2017	No	Water additive used to control microbes
	4	4					
Radioactive Contaminant	MCL	MCLG	Level Detected	Range	Year Sampled	Violation Yes / No	Typical Source of Contaminant
Alpha emitters (pCi/L)	15	0	1.5	N/A	2014	No	Erosion of natural deposits
Combined Radium pCi/L (T)	5	0	0.4	N/A	8/2016	No	Erosion of natural deposits
Contaminant Subject to AL	Action Level	MCLG	90% of Samples ≤ This Level		Year Sampled	Number of Samples Above AL	Typical Source of Contaminant
Lead (ppb) **	15	0	6		2017	0	Corrosion of household plumbing systems; Erosion of natural deposits

Special Monitoring and Unregulated Contaminant ***	Level Detected	Year Sampled	Comments
Sodium (ppm)	29	8/2017	Typical source is erosion of natural deposits
Chloride (ppm)	67	8/2017	Naturally occurring or indicative of road salt contamination.
Sulfate (ppm)	97	8/2017	Naturally occurring.

Special Monitoring and Unregulated Contaminant ***	Average Level Detected	Year Sampled	Comments
1,4-dioxane (ppb)	0.088	2014	This is used as a solvent and solvent stabilizer in various manufacturing processes.
chlorate (ppb)	196	2014	This is present with sodium hypochlorite used for disinfection.
chromium-6 (hexavalent chromium) (ppb)	0.42	2014	Naturally occurring element, used in making steel and other alloys.
strontium (ppb)	236.75	2014	Naturally occurring element.

\* Chlorine was calculated using the running annual average.

\*\* 90 percent of the samples collected were at or below the level reported for our water.

\*\*\* Unregulated contaminants are those for which EPA has not established drinking water standards. Monitoring helps EPA to determine where certain contaminants occur and whether it needs to regulate those contaminants.

**Information about lead:** If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The City of Owosso is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline at 1-800-426-4791 or at <http://water.epa.gov/drink/info/lead>.

**Monitoring and Reporting to the DEQ Requirements:** The State of Michigan and the USEPA requires the testing of water on a regular basis to ensure its safety. The city of Owosso has met all the mandated monitoring and reporting requirements for 2017.

**Water Quality Reporting:** The city updates this report annually and will keep consumers informed of any water quality concerns that may occur throughout the year. Copies of the Water Quality Annual Report are available at City Hall.

**Comment and Inquiries:** The city invites public participation in decisions that affect drinking water quality. Public comment may be provided at City Hall during regularly scheduled city council meetings, held at 7:30 p.m. on the first and third Mondays of each month. In addition, the general public may also contact the Water Plant Superintendent, David Haut at 989-725-0560, or email: [david.haut@ci.owosso.mi.us](mailto:david.haut@ci.owosso.mi.us). Further, the city web site at <http://www.ci.owosso.mi.us/Utilities> is available for inquiries and comment. Finally the Director of Public Services and Utilities is available for information and inquiries at 989-725-0555 or email at [glenn.chinavare@ci.owosso.mi.us](mailto:glenn.chinavare@ci.owosso.mi.us).

For more information about safe drinking water, visit the U.S. Environmental Protection Agency at [www.epa.gov/safewater/](http://www.epa.gov/safewater/).