

OFFICE OF THE CITY ADMINISTRATOR

**Subject: Recommendations for the Regular Council Meeting of July 17, 2023**

- Item 1 CALL TO ORDER Prerogative of the Mayor to call this meeting to order.
- Item 2 ROLL CALL Prerogative of the Mayor to request a Roll Call from the City Clerk.
- Item 3 PLEDGE OF ALLEGIANCE Prerogative of the Mayor to lead the City Council, Administration, and members of the audience in the Pledge of Allegiance.
- Item 4 RECOGNITION OF COMMISSION MEMBERS Prerogative of the Mayor to request Commission Members in attendance at tonight's meeting to approach the podium and introduce themselves and the Commission on which they serve.
- Item 5 CONSENT AGENDA All items listed under the Consent Agenda are considered routine by the Council and will be enacted by one motion and a second. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered. One member may request that an item be removed and no second is required.

Prerogative of the City Council to approve all items listed under the consent agenda as presented.

**A. Approval of Minutes**

1. Council 07/10/23
  2. Committee-of-the-Whole 07/10/23
  3. Citizens' Recreation Commission 05/09/23, 06/13/23 \*with 2 recommendations, 07/11/23 \*\*with 1 recommendation
    - \*1) Recommends Vortex Option 1 along with additional permanent bench seating for adults for installation of the Splash Pad.
    - 2) Request \$3,000.00 to fund the "Fishing Derby" and September "Cruisin' Through the Woods" events.
- \*\*1) Recommends Swing Set Plan with the change to a "parent child" swing rather than the partner swing that was presented.

**B. Monthly Financial Report**

1. June 2023

**C. Bids/Proposals/Contracts**

1. 2023 Sewer Rehabilitation by Full Length CIPP Lining
  - a. Memo 07/12/23 - Director of Public Services
  - b. Letter 07/11/23 - City Engineer Varicalli
  - c. Proposal

**D. Claims and Accounts**

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
  - a. Hampton Rd. Water Main & Resurfacing Project (Mack to Marter) - Proj. No. 0160-0456 - Pay Estimate No. 2 - Pamar Enterprises, Inc. - 07/06/23 - \$455,869.66.
  - b. 2023 Concrete Pavement Repair Program - Proj. No. 0160-0466 - Pay Estimate No. 1 - Mattioli Cement Co. LLC - 07/12/23 - \$212,505.69.
2. Hallahan & Associates, P.C. - Professional Services - Invoice No. 20677 - June 2023 - 07/05/23 - \$1,322.80.
3. Jacobs and Diemer, P.C. - Legal Services - Claim No. JPJPC-20222Q - June 2023 - USSIC v GPW - 07/07/23 - \$802.50.
4. Keller Thoma - Legal Services - Invoice No. 124221 - June 2023 - 07/01/23 - \$437.50.
5. Rosati, Schultz, Joppich & Amtsbuechler, P.C. - Legal Services
  - a. Invoice No. 1079626 - May 2023 - 06/08/23 - \$5,155.40.
  - b. Invoice No. 1079775 - June 2023 - 07/12/23 - \$3,575.45.
6. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice No. 107 - June 2023 - 07/07/23 - \$5,316.50.

Item 6      ACCEPTANCE OF THE AGENDA Prerogative of the City Council that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Item 7      COMMUNICATIONS

Item 7A     HOPE NOT HANDCUFFS PROGRAM  
Prerogative of the City Council to concur with the Director of Public Safety and enter into an agreement with the *Hope Not Handcuffs Program* and authorize the City Administrator to sign the agreement.

Item 7B     CONSIDERATION OF HIRING A FULL-TIME DISPATCHER  
Prerogative of the City Council to concur with the Director of Public Safety and approve the replacement of a part-time dispatcher position with a full-time dispatcher position and authorize a budget amendment in an amount not to exceed \$53,097.00 from the 911 Fund's following accounts:

| GL NUMBER       | DESCRIPTION                   | FY 23-24 BUDGET AMENDMENT |
|-----------------|-------------------------------|---------------------------|
| <b>911 FUND</b> |                               |                           |
| <b>REVENUE</b>  |                               |                           |
| 261-000-543.100 | STATE OF MICHIGAN             | 4,000                     |
| 261-000-619.000 | 911 AMERITECH                 | 20,000                    |
| 261-000-692.000 | TRF PRIOR YR RESERVES         | 29,097                    |
|                 | <b>TOTAL REVENUE INCREASE</b> | <b>53,097</b>             |

Item 7C      PURCHASE OF PUBLIC SAFETY PATROL VEHICLE AND EQUIPMENT  
Prerogative of the City Council to concur with the recommendation of the Director of Public Safety and approve the purchase of a 2023 Chevrolet Tahoe from Berger Chevrolet, Inc. in an amount of \$40,672.00, with additional outfitting costs of \$18,780.30 for a total amount not to exceed \$59,452.30. The funds will be taken from the Motor Vehicle Equipment – Public Safety Account #661-901-977.349, and to authorize a budget transfer from General Fund – Prior Year Reserves Account No. 101-000-692.100 into the Motor Vehicle Equipment – Public Safety Account #661-901-977.349 in the amount of \$5,000.00 to cover the difference in cost that was not included in the FY 2023/24 budget.

Item 7D      CITY HALL DOG PARK FENCE  
Prerogative of the City Council to concur with the Director of Public Services recommendation and approve the installation of the 4’ tall black vinyl coated chain link fence and gate for the dog park at City Hall by Kimberly Fence & Supply Inc., in an amount not to exceed \$21,263.17. The funds will be taken from the Municipal Improvements – Parks and Recreation Account #401-902-977.104.

Item 7E      ROSLYN RD. WATER MAIN & RESURFACING PROJECT  
Prerogative of the City Council to concur with the Director of Public Services recommendation and award the Roslyn Road Water Main and Resurfacing Project contract to Pamar Enterprises, Inc., in the amount of \$2,524,727.75, with a contingency amount of \$75,272.25, for a total amount not to exceed \$2,600,000.00 and authorize a budget amendment in the amount of \$200,000.00 to cover the difference in cost that was not included in the FY 2023/24 budget. The funds will be transferred from General Fund – Prior Year Reserves Local Streets Account #203-000-692.000 into Account #203-451-977.804 in an amount of \$50,000.00 and General Fund – Prior Year Reserves Water Main Replacement Account #592-000-692.000 into Account #592-537-977.300 in an amount of \$150,000.00

Item 8      NEW BUSINESS/PUBLIC COMMENT  
Prerogative of the Mayor to ask if there is any New Business to come before the City Council from the City Council or Administration; and then, to ask members of the audience if there is any Public Comment to come before the City Council.

Item 9

CLOSED SESSION

Consideration of a Closed Session, pursuant to MCL 15.268 (c) To discuss labor negotiations and (h) To consider material exempt from discussion or disclosure by state or federal statute.

Item 10

ADJOURNMENT

Upon the conclusion of the Closed Session with no further business to be conducted by the City Council, prerogative of the City Council to motion for adjournment of tonight's meeting.

Respectfully submitted,

A handwritten signature in cursive script that reads "Frank Schulte".

Frank Schulte  
City Administrator