MARSHALL CITY COUNCIL AGENDA

MONDAY – 7:00 P.M.

May 18, 2015

1) **CALL TO ORDER**

2) **ROLL CALL**

3) **INVOCATION** – Zack Langford, Marshall Wesleyan Church

4) **PLEDGE OF ALLEGIANCE**

5) **APPROVAL OF AGENDA** – Items can be added or deleted from the Agenda by Council action.

6) **PUBLIC COMMENT ON AGENDA ITEMS** – Persons addressing Council are required to give their name and address for the record when called upon by the Mayor. Members of the public shall be limited to speaking for a maximum of five (5) minutes on any agenda item.

7) **CONSENT AGENDA**

A. Workers' Compensation Insurance

City Council will consider the recommendation to accept the proposal from the MML Workers' Compensation Fund in the amount of $82,422 for FY 2016 and accept the contract for a term of three years for the periods ending June 30, 2016 through June 30, 2018.

B. Schedule Public Hearing – Industrial Facilities Tax Exemption Certificate for Progressive Dynamics, Inc.

City Council will consider the recommendation to schedule a public hearing for Monday, June 1, 2015 to hear public comment on the proposed IFT application for Progressive Dynamics, Inc., 507 Industrial Road.

C. City Council Minutes

Regular Session.....Monday, May 4, 2015

D. City Bills

Regular Purchases .....$ 139,919.80

Weekly Purchases –5/1/15 .....$ 13,736.19

Weekly Purchases –5/8/15 .....$ 231,272.31

Total .....$ 384,928.30

8) **PRESENTATIONS AND RECOGNITIONS**

A. Letters of Commendation

Letters of Commendation will be presented to Tim Sanders, Jeff Taylor, and Jamie Cushman.

B. Paint the Town Recognition

Mayor Reed will recognize the Paint the Town campaign.

9) **INFORMATIONAL ITEMS**

Mayor:

Jack Reed

Council Members:

Ward 1 - Kari Schurig

Ward 2 - Nick Metzger

Ward 3 - Brent Williams

Ward 4 - Michael McNeil

Ward 5 - Joe Caron

At-Large - Kathy Miller

10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

A. Fiscal Year 2016 Budget Adoption

City Council will receive public comment on the proposed budget and related property tax millage rates for the Fiscal Year 2016

11) OLD BUSINESS

A. Fire Withholding Act

City Council will consider the recommendation to approve the resolution requesting the City of Marshall be placed on the Fire Withholding Participants List and approving the establishment of an escrow account for Fire Withholding in order to comply with the requirements contained in Act 495 of the Public Acts of 1980; as amended by Act 216 of the Public Acts of 1998.

12) REPORTS AND RECOMMENDATIONS

A. Marshall Carriage Company

The City Traffic Engineer is recommending a traffic control order for a vehicle for hire parking only area in front of 107 West Michigan Avenue from 4 p.m.to 12 a.m.

B. Water Tower Painting

City Council will consider the recommendation to approve the bid from L & T Painting of Shelby Township, MI in the amount of $179,000 for the repainting of the 500,000 Gallon water tower and approve a proposal from Dixon Engineering, Inc. in the amount of $14,380 for construction engineering on the project.

C. Fire Truck Purchase

City Council will consider the recommendation to authorize the purchase of a 2016 Rosenbauer Pumper/Rescue from EV+ of Holland, Michigan in the amount not to exceed $550,000.

D. Fire Department Demolition

City Council will consider the recommendation to approve the bid from Clark Construction for $259,400 for the demolition of the fire apparatus bay, repairs to the office structure, reconstruction of the parking lot and site improvements.

E. Department of Public Services Contract-Teamsters Local 214

City Council will consider the recommendation to approve the Contract with Teamsters Local 214.

F. Annual Compensation of Administrative Officials, Department Heads, and Salaried Personnel

City Council will consider the recommendation to approve the proposed FY16 wages for the Administrative Officials, Department heads and Salaried Personnel as presented.

G. Fiber To The Premise (FTTP)

City Council will consider the recommendation to approve the $30,000 due diligence expenditure to determine the feasibility of a Fiber to the Premise project for the City of Marshall.

CITY OF Marshall Michigan

H. FY 2016 Police Vehicle Purchase

City Council will consider the recommendation to approve the purchase of a 2016 Ford Police Interceptor Utility Vehicle from Boshears Ford in the amount of $27,282.

13) APPOINTMENTS / ELECTIONS

A. Parks and Recreation Board Appointment

14) PUBLIC COMMENT ON NON-AGENDA ITEMS

Persons addressing Council are required to give their name and address for the record when called upon by the Mayor. Members of the public shall be limited to speaking for a maximum of five (5) minutes on any item not on the agenda.

15) COUNCIL AND MANAGER COMMUNICATIONS

16) ADJOURNMENT

Respectfully submitted,

Tom Tarkiewicz
City Manager

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT
May 18, 2015 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

FROM: Ken Swisher, Finance Director
Tom Tarkiewicz, City Manager

SUBJECT: Bid Award- Workers' Compensation Insurance

BACKGROUND: The City solicited bids for Workers' Compensation Insurance, for the fiscal year beginning July 1, 2015. The contract is for 3 years with an option for 3 additional years. Seven firms were sent direct proposals and two firms provided responses to the City's Request for Proposal (RFP).

Hub International	Battle Creek	$90,750
Michigan Municipal League (MML) Workers' Compensation Fund	Ann Arbor	$82,422

A review of the responses from these vendors was performed independently by the City's Treasurer and Finance Director. The MML Workers' Compensation Fund was determined to be the most responsive vendor for the City's workers' compensation needs. MML is our current carrier and the bid is about 9% lower than this year.

RECOMMENDATION: It is recommended that City Council accept the proposal from the MML Workers' Compensation Fund. in the amount of $82,422 for FY 2016, and accept the contract for a term of three (3) years for the periods ending June 30, 2016 through June 30, 2018. Premiums for subsequent years are experience based. This contract also has the option of renewal up to a maximum of 3 additional years, if mutually agreeable.

FISCAL EFFECTS: The FY 2016 budget includes allocations to the various funds and departments in their respective accounts. No budget amendment is required.

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,

Ken Swisher
Finance Director

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.
Marshall, MI 49068
p 269.781.5183
f 269.781.3835
cityofmarshall.com

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT
May 18, 2015 – City Council Meeting

REPORT TO: Honorable Mayor and Council Members

FROM: Tom Tarkiewicz, City Manager
Jim Robey, Associate Vice President, MAEDA

SUBJECT: Progressive Dynamics, Inc. 507 Industrial Road
Industrial Facilities Tax Exemption

BACKGROUND: The City of Marshall has received a request from Progressive Dynamics, Inc., for an Industrial Facilities Tax Exemption Certificate. The requested abatement is to consider a $292,009.80 investment in plant and equipment.

RECOMMENDATION: Schedule a Public Hearing for June 1, 2015 as required by the Industrial Facilities Tax Exemption Certificate Application.

FISCAL EFFECTS: If the IFT is granted, the City will forego an estimated $33,440 in taxes over the next 12 years. The company will receive an estimated $80,293 in tax savings over the next 12 years. This assumes that personal property will remain taxable.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Tom Tarkiewicz
City Manager

Jim Robey
Associate Vice President, MAEDA

323 W. Michigan Ave.
Marshall, MI 49068
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f 269.781.3835
cityofmarshall.com

CITY OF MARSHALL, MICHIGAN
RESOLUTION #2015-

Minutes of a regular meeting of the City Council of the City of Marshall held on June 1, 2015, in the Council Chambers of City Hall in Michigan 323 West Michigan Avenue, Marshall, Michigan.

The following preamble and resolution were offered by Council Member _____ and supported by Council Member _____

RESOLUTION TO APPROVE APPLICATION OF PROGRESSIVE DYNAMICS, INC. 507 INDUSTRIAL ROAD, INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE FOR REAL AND PERSONAL PROPERTY - NEW MACHINERY AND EQUIPMENT

WHEREAS, pursuant to P.A. 198 of 1974, MCL 211.551 et seq., after a duly noticed public hearing held on August 16, 2010, the Council by Resolution established Industrial Development District No. D-33 as requested; and

WHEREAS, Progressive Dynamics, Inc. has filed an application for an Industrial Facilities Exemption Certificate with respect to real and personal property improvements and the acquisition and installation of new machinery and equipment within Industrial Development District D-31; and

WHEREAS, in accordance with Act 334, P.A. 1993 amending Act 198, P.A. 1974, a written agreement shall be executed between the applicant and the City of Marshall allowing, under specific circumstances, the reduction and/or revocation of the certificate and recapture of the taxes abated; and

WHEREAS, before acting on said application, the City of Marshall held a hearing on June 1, 2015 in the Council Chambers of City Hall, located at 323 West Michigan Avenue, Marshall, Michigan, at 6:00 p.m. at which hearing the applicant, public, Assessor and a representative of the affected taxing units were given written notice and were afforded an opportunity to be heard on said application; and

WHEREAS, the acquisition and installation of the new equipment, had not begun earlier than six (6) months before May 13, 2015, the date of acceptance of the application for the Industrial Facilities Exemption Certificate; and

WHEREAS, the acquisition of the new equipment and machinery is calculated to and will, at the time of issuance of the certificate, have the reasonable likelihood to retain, create or prevent the loss of employment in the City of Marshall; and

WHEREAS, the granting of said certificate shall not have the effect of substantially impeding the operation of the City of Marshall, or impairing the financial soundness of a taxing unit which levies ad-valorem property taxes in the City of Marshall; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within the City of Marshall, after granting this certificate, will exceed 5% of an amount equal to the sum of the SEV of the local unit, plus the SEV of personal and real property thus exempted; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marshall that:

1. The City Council find and determine that the granting of the Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act No. 198 of the Public Acts of 1974, shall not have the effect of substantially impeding the operation of the City of Marshall, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the City of Marshall.

2. The application of Progressive Dynamics, Inc., 507 Industrial Drive, for an Industrial Facilities Exemption Certificate, with respect to real property improvements and personal property improvements described as new machinery and equipment to be acquired and installed within the Industrial Development District No. D-33 is hereby approved.

3. The Industrial Facilities Exemption Certificate, when issued, shall be and remain in force and effect for a period of (12) twelve years under the rules and regulations of Act 198 of Public Acts of 1974, as amended, for the new machinery and equipment from the date of approval by the State Tax Commission.

AYES:

NAYS:

_____

Trisha Nelson, City Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Marshall, County of Calhoun, Michigan, at a regular meeting held June 1st, 2015.

_____

Trisha Nelson, City Clerk

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk: Trisha Nelson	▶ Date Received by Local Unit: 5/13/15
STC Use Only	
▶ Application Number	▶ Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

▶ 1a. Company Name (Applicant must be the occupant/operator of the facility): Progressive Dynamics, Inc.	▶ 1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code): 3679	
▶ 1c. Facility Address (City, State, ZIP Code) (real and/or personal property location): 507 Industrial Road, Marshall, MI 49068	▶ 1d. City/Township/Village (indicate which): Marshall	▶ 1e. County: Calhoun
▶ 2. Type of Approval Requested: [X] New (Sec. 2(5)) [ ] Transfer [ ] Speculative Building (Sec. 3(8)) [ ] Rehabilitation (Sec. 3(6)) [ ] Research and Development (Sec. 2(10)) [ ] Increase/Amendment	▶ 3a. School District where facility is located: Marsahall	▶ 3b. School Code: 13110
	4. Amount of years requested for exemption (1-12 Years): 12	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

Modernization of manufacturing processes and replacement of old equipment in order to improve efficiency and increase throughput to support continued growth.

6a. Cost of land and building improvements (excluding cost of land) ..... ▶ 46,108.80 * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures ..... ▶ 245,901.00 * Attach itemized listing with month, day and year of beginning of installation, plus total	Personal Property Costs
6c. Total Project Costs ..... ▶ 292,009.80 * Round Costs to Nearest Dollar	Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements ▶	11-17-14	3-29-15	▶ [X] Owned [ ] Leased
Personal Property Improvements ▶	Jan 2015	April 2015	▶ [X] Owned [ ] Leased

▶ 8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. [ ] Yes [X] No

▶ 9. No. of existing jobs at this facility that will be retained as a result of this project: 90	▶ 10. No. of new jobs at this facility expected to create within 2 years of completion: 10

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land) .....

b. TV of Personal Property (excluding inventory) .....

c. Total TV .....

▶ 12a. Check the type of District the facility is located in:

[X] Industrial Development District [ ] Plant Rehabilitation District

▶ 12b. Date district was established by local government unit (contact local unit): 3/19/2012	▶ 12c. Is this application for a speculative building (Sec. 3(8))? [ ] Yes [X] No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name	13b. Telephone Number	13c. Fax Number	13d. E-mail Address
Randy Rial	269-781-4241	269-781-7802	rrial@progressivedyn.com
14a. Name of Contact Person	14b. Telephone Number	14c. Fax Number	14d. E-mail Address
Randy Rial	269-781-4241	269-781-7802	rrial@progressive.com
▶ 15a. Name of Company Officer (No Authorized Agents) Ralph McGee			
15b. Signature of Company Officer (No Authorized Agents)		15c. Fax Number 269-781-7802	15d. Date 5-11-15
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 507 Industrial Road, Marshall, MI 49068		15f. Telephone Number 269-781-4241	15g. E-mail Address rmcgee@progressivedyn.

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit

☐ Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12)

After Completion ☐ Yes ☐ No

☐ Denied (Include Resolution Denying)

16a. Documents Required to be on file with the Local Unit

Check or Indicate N/A if Not Applicable

- ☐ 1. Notice to the public prior to hearing establishing a district.
- ☐ 2. Notice to taxing authorities of opportunity for a hearing.
- ☐ 3. List of taxing authorities notified for district and application action.
- ☐ 4. Lease Agreement showing applicants tax liability.

16b. The State Tax Commission Requires the following documents be filed for an administratively complete application:

Check or Indicate N/A if Not Applicable

- ☐ 1. Original Application plus attachments, and one complete copy
- ☐ 2. Resolution establishing district
- ☐ 3. Resolution approving/denying application.
- ☐ 4. Letter of Agreement (Signed by local unit and applicant)
- ☐ 5. Affidavit of Fees (Signed by local unit and applicant)
- ☐ 6. Building Permit for real improvements if project has already begun
- ☐ 7. Equipment List with dates of beginning of installation
- ☐ 8. Form 3222 (if applicable)
- ☐ 9. Speculative building resolution and affidavits (if applicable)

16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

CALL TO ORDER

IN REGULAR SESSION Monday, May 4, 2015 at 7:00 P.M. in the Council Chambers of Town Hall, 323 West Michigan Avenue, Marshall, MI, the Marshall City Council was called to order by Mayor Reed.

ROLL CALL

Roll was called:

Present:	Council Members: Caron, McNeil, Metzger, Miller, Mayor Reed, Schurig, and Williams.
Also Present:	City Manager Tarkiewicz and Clerk Nelson.
Absent:	None.

INVOCATION/PLEDGE OF ALLEGIANCE

Mayor Reed led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Miller, supported McNeil, to approve the agenda with the addition of item 9B – Ride of Silence Event Report. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

Moved Williams, supported Metzger, to approve the Consent Agenda:

A. Approve the recommendation to adopt a resolution to change the street administrator to Kristin Bauer;
B. Approve the recommendation to schedule a public hearing for Monday, May 18, 2015 to receive comment on the proposed FY 2016 General Fund, Special Revenue Funds, Enterprise Funds and Internal Service Funds budgets;
C. Minutes of the City Council Work Session and Regular Session held on Monday, April 20, 2015;
D. Approve city bills in the amount of $ 898,034.66.

On a voice vote – **MOTION CARRIED.**

PRESENTATIONS AND RECOGNITIONS

A. Girl Scout Gold Awards:

City Council presented resolutions to Haley Glenn, Michelle Miller, and Madeline Rayner to express congratulations and public appreciation on the

occasion of earning the Girl Scout Gold Award.
Moved Metzger, supported Caron, to approve the resolutions of public appreciation for Haley Glenn, Michelle Miller, and Madeline Rayner on the occasion of earning Girl Scout Gold Awards. On a voice vote – **MOTION CARRIED.**

CITY OF MARSHALL
COUNTY OF CALHOUN, STATE OF MICHIGAN
RESOLUTION # 2015-16

A RESOLUTION TO EXPRESS CONGRATULATIONS AND PUBLIC APPRECIATION TO **HALEY GLENN** ON THE OCCASION OF EARNING THE GIRL SCOUT GOLD AWARD, AND FOR HER GOLD AWARD PROJECT OF PLANNING AND BUILDING A SONG BIRD TRAIL AT THE BROOKS NATURE AREA.

WHEREAS, the City Council of the City of Marshall is aware that Haley Glenn has earned the Girl Scout Gold Award by completing all requirements of that award, and was recognized in a court of honor held on May 3rd, 2015; and

WHEREAS, Haley Glenn has distinguished herself by earning the Gold Award, the highest level of achievement in the Girl Scouts of the USA, which is earned by only 5.4% of eligible Girls in GSUSA; and

WHEREAS, Haley Glenn has also provided the community, through her Gold Award Project, environmental education and encouragement of community action by means of creating a new Song Bird Trail loop at the Brooks Nature Area, and

WHEREAS, Girl Scout Troop 80200, of Marshall, MI, and Haley Glenn most particularly, embody the spirit of Scouting in America.

NOW, THEREFORE LET IT BE RESOLVED that the City Council of the City of Marshall hereby recognizes and congratulates Haley Glenn on her significant life achievement, to thank her for her time and effort spent to better herself and those with whom she is acquainted and wishes her well on all of her future endeavors.

BE IT FURTHER RESOLVED that the City Council of the City of Marshall encourages its citizens to consider Haley Glenn as an example of one of Marshall's finest community-minded and goal-oriented young women.

This Resolution shall take effect upon adoption.

_____ _____
Date Jack Reed, Mayor

CITY OF MARSHALL
COUNTY OF CALHOUN, STATE OF MICHIGAN
RESOLUTION # 2015-17

A RESOLUTION TO EXPRESS CONGRATULATIONS AND PUBLIC APPRECIATION TO **MICHELLE MILLER** ON THE OCCASION OF EARNING THE GIRL SCOUT GOLD AWARD, AND FOR HER GOLD AWARD PROJECT OF CREATING A "TRICKS & TRAILS" COMMUNITY EVENT AT BROOKS NATURE AREA.

WHEREAS, the City Council of the City of Marshall is aware that Michelle Miller has earned the Girl Scout Gold Award by completing all requirements of that award, and was recognized in a court of honor held on May 3rd, 2015; and

WHEREAS, Michelle Miller has distinguished herself by earning the Gold Award, the highest level of achievement in the Girl Scouts of the USA, which is earned by only 5.4% of eligible Girls in GSUSA; and

WHEREAS, Michelle Miller has also provided the community, through her Gold Award Project, environmental & outdoor education and encouragement of community action by means of creating a "Tricks & Trails" event at Brooks Nature Area, and

WHEREAS, Girl Scout Troop 80200, of Marshall, MI, and Michelle Miller most particularly, embody the spirit of Scouting in America.

NOW, THEREFORE LET IT BE RESOLVED that the City Council of the City of Marshall hereby recognizes and congratulates Michelle Miller on her significant life achievement, to thank her for her time and effort spent to better herself and those with whom she is acquainted and wishes her well on all of her future endeavors.

BE IT FURTHER RESOLVED that the City Council of the City of Marshall encourages its citizens to consider Michelle Miller as an example of one of Marshall's finest community-minded and goal-oriented young women.

This Resolution shall take effect upon adoption.

_____ _____
Date Jack Reed, Mayor

CITY OF MARSHALL
COUNTY OF CALHOUN, STATE OF MICHIGAN
RESOLUTION # 2015-18

A RESOLUTION TO EXPRESS CONGRATULATIONS AND PUBLIC APPRECIATION TO **MADELINE RAYNER** ON THE OCCASION OF EARNING THE GIRL SCOUT GOLD AWARD, AND FOR HER GOLD AWARD PROJECT OF CONVERTING A STORM WATER RETENTION BASIN INTO A NEIGHBORHOOD PARK.

WHEREAS, the City Council of the City of Marshall is aware that Madeline Rayner has earned the Girl Scout Gold Award by completing all requirements of that award, and was recognized in a court of honor held on May 3rd, 2015; and

WHEREAS, Madeline Rayner has distinguished herself by earning the Gold Award, the highest level of achievement in the Girl Scouts of the USA, which is earned by only 5.4% of eligible Girls in GSUSA; and

WHEREAS, Madeline Rayner has also provided the community, through her Gold Award Project, environmental education and encouragement of community action by means of converting a storm water retention basin into a neighborhood park, and

WHEREAS, Girl Scout Troop 80200, of Marshall, MI, and Madeline Rayner most particularly, embody the spirit of Scouting in America.

NOW, THEREFORE LET IT BE RESOLVED that the City Council of the City of Marshall hereby recognizes and congratulates Madeline Rayner on her significant life achievement, to thank her for her time and effort spent to better herself and those with whom she is acquainted and wishes her well on all of her future endeavors.

BE IT FURTHER RESOLVED that the City Council of the City of Marshall encourages its citizens to consider Madeline Rayner as an example of one of Marshall's finest community-minded and goal-oriented young women.

This Resolution shall take effect upon adoption.

_____ _____
Date Jack Reed, Mayor

B. Water Quality Awareness Month Proclamation:

Moved McNeil, supported Williams, to support the Water Quality Awareness

Month Proclamation. On a voice vote – **MOTION CARRIED.**

CITY OF MARSHALL, MICHIGAN
PROCLAMATION

WHEREAS, clean water is a basic and essential need of life and preserving and protecting this precious resource is of the utmost importance; and

WHEREAS, the City of Marshall has developed Wellhead Protection Plans to safeguard drinking water through the Michigan Department of Environmental Quality; and

WHEREAS, the City of Marshall is in the Kalamazoo River Watershed which discharges into Lake Michigan.

WHEREAS, the City of Marshall is helping to control storm water discharges within its urbanized areas; and

WHEREAS, the City of Marshall works alongside many partners throughout the Kalamazoo River Watershed to provide environmental education and awareness of water resource issues; and

WHEREAS, the City of Marshall wishes to call attention to water as a vital natural resource and to promote increased awareness about protection of this resource;

NOW, THEREFORE, I, Jack Reed, Mayor of Marshall, Michigan, do hereby proclaim ***May 2015*** as

"Water Quality Awareness Month"

in the City of Marshall and urge citizens to become personally involved in the conservation and protection of our valuable water resources.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Logo of City of Marshall, Michigan, to be affixed this 4th day of May 2015.

Jack Reed, Mayor

C. Ketchum Park Presentation:

Mitch Robinson, member of the Ketchum Park Advisory Committee, presented the Master Plan for Ketchum Park.

INFORMATIONAL ITEMS

A. Event Report – Blues Fest:

City Manager Tarkiewicz provided the event report for the Annual Blues Fest.

B. Event Report – Ride of Silence:

Tom and Diane Peters provided the event report for the Ride of Silence event.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

None.

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. Fire Withholding Act:

No Council action taken. Item will be brought back to the May 18, 2015 meeting.

B. Correction of January 20, 2015 minutes:

Moved, Williams, supported Schurig, to make a motion that the minutes of the January 20, 2015 meeting's reference to "pending litigation" shall be modified to refer to "material exempt from disclosure, namely, a letter dated January 17, 2015, from the Marshall City Attorney". On a roll call vote – ayes: Caron, McNeil, Metzger, Miller, Mayor Reed, Schurig, and Williams; nays: none. **MOTION CARRIED**.

APPOINTMENTS/ELECTIONS

Moved Williams, supported Metzger, to approve the two year reappointment of John Brundage, John Sullivan, and Paul Beardslee as City Attorneys; Julie Cain-Derouin as City Assessor, Trisha Nelson as City Clerk, and Jon Bartlett as City Treasurer. On a voice vote – **MOTION CARRIED**.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Jerry Clifton spoke to Council regarding changing the name of Forest Street to Briarwood Lane for the purpose of identifying homes in a new subdivision.

Ann Michaels spoke regarding the downtown parking issue for Marshall Carriage Company and asked for a resolution.

COUNCIL AND MANAGER COMMUNICATIONS

ADJOURNMENT

The meeting was adjourned at 8:26 p.m.

Jack Reed, Mayor

Trisha Nelson, City Clerk

APPROVAL LISTING FOR CITY OF MARSHALL
EXP CHECK RUN DATES 05/18/2015 - 06/04/2015
UNJOURNALIZED
OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
6819	ALL RAILROAD SERVICES	2015 ELECTRIC LINE CLEARANCE. 04/16/15	2015.264	7,629.40
85195	ALL-TRONICS INC	SERVICE CALL		117.00
F47766	ALTA EQUIPMENT COMPAN	KOMATSU SERVICE		651.02
92425	AMERICAN BUSINESS EQU	SERVICE CALL		118.00
160982	APWA	KRISTINI BAUER MEMBERSHIP & DUES		204.00
13-738257	ARROW UNIFORM	CUST #010198-03		128.63
13-738254	ARROW UNIFORM	CUST #010198-02		57.17
13-738256	ARROW UNIFORM	CUST #010198-04		55.42
13-738259	ARROW UNIFORM	CUST #010198-05		20.77
13-738258	ARROW UNIFORM	CUST #010198-06		31.23
13-738249	ARROW UNIFORM	CUST #010198-01		28.35
13-730498	ARROW UNIFORM	CUST #010198-05		20.77
13-730497	ARROW UNIFORM	CUST #010198-06		31.23
13-730495	ARROW UNIFORM	CUST #010198-04		55.42
13-730489	ARROW UNIFORM	CUST #010198-01		28.35
13-730496	ARROW UNIFORM	CUST #010198-03		128.63
13-730493	ARROW UNIFORM	CUST #010198-02		57.17
388-180763	AUSTIN-BATTERIES PLUS	ALARM BATTERIES		43.90
050815	BAKER TOOL RENTAL & S	MINI EX		175.00
109690	BELL EQUIPMENT COMPAN	CABLE, CAMERA		423.65
042715	BURGHDORF CONTRACTING	CONSTRUCT SHED FOR FARMERS MARKET		1,325.00
29333	BURKETT SIGNS	REMOVE "RECREATION DEPARTMENT" AND PATC		250.00
36614/1	CEM SUPPLY INC	GRINDING WHEELS		75.11
38022	CENTEC CAST METAL PRO	US FLAGS		239.48
40018	CITY OF COLDWATER	ASSIST IN LOCATING UNDERGROUND FAULT		613.00
2015-174	CLEARZONING	CITY OF MARSHALL MASTER PLAN UPDATE	2015.087	4,750.00
INV-171	CLYDE R LAMPKIN II	DART OFFICE REMODEL AT PSB	2015.322	5,510.96
61707	CORRPRO	CATHODIC PROTECTION	2015.319	1,520.00
9946	COURTNEY & ASSOCIATES	MONTHLY RETAINER		250.00
127787	D & D MAINTENANCE SUP	JANITORIAL SUPPLIES		188.00
127691	D & D MAINTENANCE SUP	JANITORIAL SUPPLIES		263.20
824	D HILL ENVIRONMENTAL	D & C EXAM PREP CLASS		450.00
464888	DARLING ACE HARDWARE	SCREEN REPAIR, FRAME, GLUE, MIRROR, PIP		36.80
465122	DARLING ACE HARDWARE	SHIMS, FAUCET SPRAY HEAD, PLUNGER, STRA		25.46
446144	DARLING ACE HARDWARE	TROWEL		7.99
465085	DARLING ACE HARDWARE	MOTOMIX HIGH PERFORMANCE		15.98
465452	DARLING ACE HARDWARE	SIMPLE GREEN CLEANER		9.99
465488	DARLING ACE HARDWARE	KEYS		3.98
463686	DARLING ACE HARDWARE	PIPE FITTINGS RETURNED		(4.60)
463675	DARLING ACE HARDWARE	PIPE FITTINGS		23.94
465397	DARLING ACE HARDWARE	HANGING BASKETS		73.98
465304	DARLING ACE HARDWARE	WHEEL 10 X 2.75 NARROW HUB		33.98
MIMA159051	FASTENAL COMPANY	CABLE TIES		14.08
213045	FIRE EXTINGUISHER SER	ANNUAL INSPECTION AT WATER DEPT		77.00
8698	FURNITURE LEISURE, IN	FARMERS MARKET- PICNIC TABLES AND BIKE	2015.276	1,842.11
11-22511	GARAGE DOORS UNLIMITE	SERVICE CALL AT PSB		257.80
1007	GRAHAM OUTDOOR SERVIC	2015 LAWN MOWING AT CITY BUILDINGS	2015.290	530.00
16797448	GUARDIAN ALARM	ALARM MONITORING		36.31
9304545	HACH COMPANY	REDUCING ADAPTER		35.98
33559/1	HARVESTER FLOWER SHOP	LOUIS SHELLENBERGER		40.00
INV17518	HASSELBRING CLARK	TOSHIBA ESTUDIO 407CS COLOR COPIER/SCAN	2015.262	3,777.00
042815	HEIGHTS CONSTRUCTION	MOP WELL HOUSE 1,2,3 ROOFS	2015.304	5,000.00
71380	HERMANS MARSHALL HARD	ZIP TIES		12.19
71449	HERMANS MARSHALL HARD	2 CYCLE OIL		5.49
71458	HERMANS MARSHALL HARD	TORPEDO LEVEL, STRAINER, SILICONE, KEY,		40.44
71482	HERMANS MARSHALL HARD	TOILET SHIMS, SPRAY HEAD, BASKET		20.07
71486	HERMANS MARSHALL HARD	TOILET FLAPPER		7.78
71492	HERMANS MARSHALL HARD	BLEACH		2.49
71485	HERMANS MARSHALL HARD	PO PLUG		5.79
71452	HERMANS MARSHALL HARD	RAKE, ROUNDUP		43.48
71478	HERMANS MARSHALL HARD	GARDEN RAKE		12.49
71476	HERMANS MARSHALL HARD	HOSE SHUTOFF		5.99
71133	HERMANS MARSHALL HARD	DUCT TAPE, TOILET FLAPPERS		23.76
71100	HERMANS MARSHALL HARD	RUSTOLEUM		9.58
35504	HOFFMAN AG SERVICE, L	ROUNDUP & PRAMITOL HERBICIDE		254.75
10786	HUNTER PRELL COMPANY	SERVICE CALL TO REPAIR BACKFLOWS		1,177.20
95478	J & K PLUMBING SUPPLY	45 PVC 2"		3.60
95517	J & K PLUMBING SUPPLY	PLUMBING SUPPLIES		16.85
95716	J & K PLUMBING SUPPLY	HOSE ADAPT SWIV		3.58
95706	J & K PLUMBING SUPPLY	PVC		3.24
95663	J & K PLUMBING SUPPLY	TUB FAUCET		3.60
95671	J & K PLUMBING SUPPLY	FEMALE ADAPT. BRONZE CAP		18.45
95655	J & K PLUMBING SUPPLY	SS BALL ASSY, CAM ASSY LEVER, SEAT & SP		17.36
95548	J & K PLUMBING SUPPLY	TOILET REPAIR KIT		24.15
W55994	JACK DOHENY SUPPLIES	ACCUMULATOR REPLACEMENT ON VACTOR	2015.306	2,239.68
154206-00	JOYCE/DAYTON CORP	PART #08640673- NUT (WJ810) FLOOD GA	2015.261	(591.50)
169795	K & H CONCRETE CUTTIN	ASPHALT SLAB SAWING		175.00
502685	KAR LABORATORIES INC	BIO-SOLIDS ANALYSIS		305.00
502683	KAR LABORATORIES INC	CYANIDE ANALYSIS		100.00

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
503191	KAR LABORATORIES INC	CYANIDE ANALYSIS		100.00
106703	LARRY'S FLOOR COVERIN	APT #208 TURNOVER CARPET/VINYL REPLACEM	2015.314	1,740.62
106711	LARRY'S FLOOR COVERIN	APT # 103 TURNOVER CARPET/VINYL REPLACE	2015.314	1,740.62
106718	LARRY'S FLOOR COVERIN	APT # 401 TURNOVER CARPET/VINYL REPLACE	2015.314	1,740.62
1034492	LEGG LUMBER	WOOD STAKES, PLASTIC QUICK SQUARE		24.47
1034601	LEGG LUMBER	GRAVEL MIX		8.98
1034572	LEGG LUMBER	1 X 12 R.S. CEDAR		27.92
1034617	LEGG LUMBER	2 X 4-10' TREATED, 2X10X20 #1 SYP		88.96
1034628	LEGG LUMBER	2X4X8 PREMIUM, 2X8X14 #1 SYP		83.38
1034584	LEGG LUMBER	SUPPLIES FOR FARMERS MARKET SHED		2,559.64
1034406	LEGG LUMBER	DOOR HANDLE & BOLTS		19.97
1034370	LEGG LUMBER	EXT SCR STAR DR		13.98
1034505	LEGG LUMBER	2X4X8 PREMIUM		35.88
1034414	LEGG LUMBER	FLAG POLES		66.24
10441	LEWEY'S SHOE REPAIR	SHORTEN SLEEVES, 4 PATCHES		36.00
042915	MARSHALL HIGH SCHOOL	PLANTS FOR PSB		94.00
200247	MARSHALL LANES	BOWLING FOR SPRING BREAK CAMP		130.00
7025	MARSHALL WELDING & FA	PRESS HAND WHEELS OFF OF SHAFTS		40.00
I1260	MICHIGAN POLICE TRAIN	TRAINING FOR JERRY NYE, CMV OFFICER UPD		295.00
A19567	MIRATECH HOLDINGS, LL	70% OF EQUIPMENT VALUE	2015.231	61,882.00
48860605	MSC INDUSTRIAL SUPPLY	TRAFFIC CONES		149.56
43679295	MSC INDUSTRIAL SUPPLY	MARKING PAINT		529.20
46390325	MSC INDUSTRIAL SUPPLY	SAFETY GLASSES, BATTERIES, GLOVES		208.93
5465930	MY ALARM CENTER	ALARM MONITORING 05/01/15 - 07/31/15		126.00
409090	NAPA OF MARSHALL	PREM START FL		5.98
409211	NAPA OF MARSHALL	COUPLER, ADAPTER, ADAPTER		20.43
502823	NYE UNIFORM COMPANY	NAME BAR		15.32
98949	OAKLAND COMMUNITY COL	ADVANCE POLICE TRAIN TUITION		350.00
3089	OERTHERS	BIRD FEEDERS, MULCH, PRUNING SEALER		215.43
1512	PALM TEES	T-SHIRTS		322.00
2483	PARRISH EXCAVATING	REMOVE ABANDONED WATERMAIN STUB, BREWER	2015.301	4,140.00
2015040253	PEOPLEFACTS LLC	PHILLIP LEROY GOODRICH		13.65
5920874	POWER LINE SUPPLY	BRONZE BOLTED DEADEND		539.12
5920862	POWER LINE SUPPLY	FACE SHIELD & HARD HAT BRACKET		53.50
5920873	POWER LINE SUPPLY	2" PLASTIC BUSHING		2.53
5921488	POWER LINE SUPPLY	BUSHING CONDUIT CREDIT		(60.96)
5913536	POWER LINE SUPPLY	BUSHING CONDUIT		60.96
5919956	POWER LINE SUPPLY	WHITE FLAGS		180.00
5917644	POWER LINE SUPPLY	GREEN MARKING FLAGS		204.10
5918882	POWER LINE SUPPLY	2" TERMINAL ADAPTER		3.80
5918987	POWER LINE SUPPLY	WAX HOT STICK		39.68
5922653	POWER LINE SUPPLY	STAPLES		138.00
5922654	POWER LINE SUPPLY	WR289 CONNECTOR		31.63
6002	PRECISION LAWN CARE	MOW, TRIM, FERTILIZER		395.00
90270	PRINTING SYSTEMS	POSTCARDS, COMPLETION OF VOTER DATA		741.12
6713	QUALITY ENGRAVING SER	NEW PLATES TO REUSE OLD PLAQUE BOARD		36.00
INV511648	RESIDEX	TURFACE QUICK DRY, ATHLETIC FIELD MARKE	2015.249	1,816.00
70553506	ROSE PEST SOLUTIONS	PEST CONTROL		56.00
66543894	SAFETY-KLEEN	PARTS WASHER-SOLVENT		183.89
1374039	SALSBURY INDUSTRIES	MAILBOXES FOR MH		225.00
8305	SIGNWORLD CONCEPTS	MARSHALL FIRE DEPARTMENT 72" CLOUD TYPE	2015.265	1,855.00
3658421	SPORTSARAMA	ASA SOFTBALLS - 12" AND 11"		906.00
34873	STANDARD PRINTING & O	TOWN CRIER		325.23
34806	STANDARD PRINTING & O	ASSEMBLY OF CHAIRS, UNLOADING OF TRUCKS		675.00
34804	STANDARD PRINTING & O	ASSEMBLY OF CHAIRS, DESK, LECTERN		540.00
34690	STANDARD PRINTING & O	BUSINESS CARDS FOR ROBERT SIEGEL & CHRI		104.61
188625	STANLEY LAWN & GARDEN	STRAIGHT SHAFT TRIMMER		399.98
8034005011	STAPLES ADVANTAGE	46" LED		824.89
7001770291	STAPLES CONTRACT & CO	MAGENTA TONER		72.24
7001785688	STAPLES CONTRACT & CO	TONER, POSTCARDS, FRAME, EXPO LOWODOR U		268.54
7001787697	STAPLES CONTRACT & CO	8 GB PINSTRIPE USB DRIVE		7.99
7001787666	STAPLES CONTRACT & CO	TONER, 16GB PINSTRIPE USB DRIVES		218.86
7001783279	STAPLES CONTRACT & CO	TONER		280.46
WA 376734	STATE OF MICHIGAN - M	AIRPORT WEATHER OBS DATA SYS		533.83
89203	TRI AIR TESTING INC	NFPA 1989 2013 EDITION AIR ANALYSIS		164.00
5002915	UNDERGROUND PIPE & VA	MEGA LUG & BOLTS		197.44
530345519	UTILITIES INSTRUMENTA	INVOICE 530345519- SERVICES RENDERED AT	2015.321	2,304.00
51214	VILLA ENVIRONMENTAL C	QUARTERLY "A/B" OPERATOR INSPECTION		175.00
69192	VOLLEYBALLUSA.COM	VOLLEYBALL NET/POLE SYSTEM	2015.280	6,332.53
881157	WESCO	POWER TRAYS		1,020.90
043015	WMACP	JAMES SCHWARTZ MEMBERSHIP RENEWAL		25.00
				139,919.80

CHECK PROOF FOR CITY OF MARSHALL

BANK CODE: MAIN CHECK DATE: 05/01/2015 INVOICE PAY DATE FROM 04/28/2015 TO 05/01/2015

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
Type: CheckStub								
05/01/2015	MAIN	0000000011(S)	500723	QUALITY FIRST AID & SAFETY			0.00	2
Type: Paper Check								
05/01/2015	MAIN	00000105248	500222	BALLARD, FRANK R			3,999.29	1
05/01/2015	MAIN	00000105249	3471	BEARDSLEE LAW OFFICES			1,601.50	1
05/01/2015	MAIN	00000105250	501025	BOCHENEK, ROBERT			365.00	1
05/01/2015	MAIN	00000105251	MISC	BULLER, BARBARA			165.00	1
05/01/2015	MAIN	00000105252	7177	CALHOUN COUNTY TREASURER			80.00	1
05/01/2015	MAIN	00000105253	9769	COMMERCIAL OFFICE PRODUCTS			256.27	1
05/01/2015	MAIN	00000105254	8560	CONSUMERS ENERGY			3,449.00	10
05/01/2015	MAIN	00000105255	3746	CRIPPS FONTAINE EXCAVATING INC			141.00	1
05/01/2015	MAIN	00000105256	300006	DEVENEY, JAMES R			262.50	1
05/01/2015	MAIN	00000105257	9317	DOPP, WILLIAM			79.35	1
05/01/2015	MAIN	00000105258	6272	GRIFFIN PEST SOLUTIONS			46.00	1
05/01/2015	MAIN	00000105259	300013	GROSS, JOHN			461.00	1
05/01/2015	MAIN	00000105260	MISC	JENN WOOD, MEDC			300.00	1
05/01/2015	MAIN	00000105261	501260	KNOLL, CATHLEEN			139.79	2
05/01/2015	MAIN	00000105262	400581	MOORE, GARRETT			59.23	1
05/01/2015	MAIN	00000105263	UBRFD	MORRILL, BRANDON			39.86	1
05/01/2015	MAIN	00000105264	UBRFD	NEWBERRY, CHRISTINA			145.85	1
05/01/2015	MAIN	00000105265	501243	NICHOLS, JEFFREY S			256.25	1
05/01/2015	MAIN	00000105266	MISC	SANDERS, VIRGINIA & RONALD			165.00	1
05/01/2015	MAIN	00000105267	7471	SIGNWORLD CONCEPTS			1,381.00	1
05/01/2015	MAIN	00000105268	MISC	TARKIEWICZ, JOANNA			10.00	1
05/01/2015	MAIN	00000105269	6010	TRUDEAU, TERI			300.00	1
05/01/2015	MAIN	00000105270	400872	WOW! BUSINESS			33.30	1

Num Checks: 23 Num Stubs: 1 Num Invoices: 35 Total Amount: 13,736.19

APPROVAL LISTING FOR CITY OF MARSHALL
EXP CHECK RUN DATES 05/08/2015 - 05/08/2015
UNJOURNALIZED OPEN
BANK CODE: MAIN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
6100458-000-0515	AD-VISOR & CHRONICLE	ACCT #06100458-000		1,485.26
150410726	AMBS CALL CENTER	ANSWERING SERVICE		964.78
050515	BEGG, CHERYL	ELECTION INSPECTOR PAY		65.00
05/07/2015	BISALSKI, VICKI HAINE	UB refund for account: 3000120006		83.20
05/07/2015	BOYDA, TERRY	UB refund for account: 1200520009		62.33
05/07/2015	BRIGGS, ALEXANDER	UB refund for account: 2900620026		39.94
2551000884-0515	CHEMICAL BANK SOUTH	HSA ACCT #2551000884 ROBERT SIEGEL		1,170.00
19426	CLARK CONSTRUCTION CO	CONSTRUCTION MANAGER SERVICES-FIRE DEPA	2014.153	186,667.51
666065	COMMERCIAL OFFICE PRO	STAPLER		24.24
050515	DAY, SUSAN	ELECTION INSPECTOR PAY		192.00
05/07/2015	EKDAHL, GLENN	UB refund for account: 2200360000		150.84
COM032315	ENCORP LLC	PRE PROGRAMMED UPC	2015.263	9,250.00
05/07/2015	FIELD, CARL	UB refund for account: 3100240001		59.22
05/07/2015	GIZDAVICH, KATIE	UB refund for account: 3004220017		33.28
050515	HAGERTY, MELISSA	ELECTION INSPECTOR PAY		155.00
050515	HAGERTY, PHILLIP	ELECTION INSPECTOR PAY		160.00
05/07/2015	HAMLIN, ROCHELLE	UB refund for account: 600140006		49.92
05/07/2015	HILLS, VELMA	UB refund for account: 2708010003		26.99
050515	JUDITH EDSALL	ELECTION INSPECTOR PAY		155.00
050515	MACHATA, ROBERTA	ELECTION INSPECTOR PAY		160.00
05/07/2015	MARSHALL COMM CREDIT	UB refund for account: 600720009		5.76
4868-0415	MARSHALL COMMUNITY CU	4868 - RICE		777.75
05/07/2015	MCCLAIN, DAVID	UB refund for account: 1501620005		85.52
042915	MESERVEY, LYNNE	FARMERS MARKET EXPENSE REIMBURSEMENT		1,038.73
05/07/2015	NORTH SLOPE PROPERTIE	UB refund for account: 502010021		5.71
042915	OAKLAWN HOSPITAL	PERMIT FEE REFUND - SIGN PERMIT		10.00
05/07/2015	OHMER, LINDA & DANIEL	UB refund for account: 3108150009		15.05
05/07/2015	PECK, SUSANNE	UB refund for account: 3108100005		60.28
050515	REDDICK, KENNETH E	ELECTION INSPECTOR PAY		160.00
050515	REDDICK, PAULINE	ELECTION INSPECTOR PAY		80.00
249-004628324	REPUBLIC SERVICES #24	ACCT #3-0249-1022021		924.34
05/07/2015	RIVERSIDE APT	UB refund for account: 1900670027		80.00
050515	SIZEMORE, DARLYNE	ELECTION INSPECTOR PAY		155.00
38-6004708-0415	STATE OF MICHIGAN	38-6004708 SALES TAX, APRIL 2015		26,354.44
05/07/2015	TANDY INC #01-6301	UB refund for account: 2805100004		257.58
277152609	U.S. BANK EQUIPMENT F	LEXMARK COPIER		63.67
050515	WALBECK, DEB	ELECTION INSPECTOR PAY		186.00
2015	WMACP	SCOTT MCDONALD MEMBERSHIP		25.00
10058364-0415	WOW! BUSINESS	ACCT #010058364		32.97
				231,272.31

MARSHALL POLICE DEPARTMENT

LETTER OF COMMENDATION

Presented To:

Tim Sanders

On 05/05/2015 at approximately 8:45am, a call was received of a female subject on Michigan Avenue at the I-69 Overpass standing on top of the bridge. Officers were advised that it appears as if a subject was attempting to jump from the bridge onto I-69. Upon arrival Officers discovered that Tim Sanders had observed the suicidal subject standing on the concrete bridge wall and another female, Jamie Cushman, talking to calm the suicidal subject. While the suicidal subject was distracted, Tim Sanders along with Jeff Taylor grabbed the suicidal subject off the bridge and back to a safe environment. Without the efforts and determination of these three members of our community, the outcome may have been very different. Because of his actions in this case, Tim Sanders has been awarded a Letter of Commendation and recognition by the Marshall Police Department.

Director of Public Safety – James M. Schwartz — 5/18/15 ***Date***

City Manager – Tom Tarkiewicz — 5/18/15 ***Date***

MARSHALL POLICE DEPARTMENT

LETTER OF COMMENDATION

Presented To:

Jeff Taylor

On 05/05/2015 at approximately 8:45am, a call was received of a female subject on Michigan Avenue at the I-69 Overpass standing on top of the bridge. Officers were advised that it appears as if a subject was attempting to jump from the bridge onto I-69. Upon arrival Officers discovered that Jeff Taylor had observed the suicidal subject standing on the concrete bridge wall and another female, Jamie Cushman, talking to calm the suicidal subject. While the suicidal subject was distracted, Jeff Taylor along with Tim Sanders grabbed the suicidal subject off the bridge and back to a safe environment. Without the efforts and determination of these three members of our community, the outcome may have been very different. Because of his actions in this case, Jeff Taylor has been awarded a Letter of Commendation and recognition by the Marshall Police Department.

Director of Public Safety – James M. Schwartz — ***Date*** 5/18/15

City Manager – Tom Tarkiewicz — ***Date*** 5/18/15

MARSHALL POLICE DEPARTMENT

LETTER OF COMMENDATION

Presented To:

Jamie Cushman

On 05/05/2015 at approximately 8:45am, a call was received of a female subject on Michigan Avenue at the I-69 Overpass standing on top of the bridge. Officers were advised that it appears as if a subject was attempting to jump from the bridge onto I-69. Upon arrival Officers discovered that Jamie Cushman had observed the suicidal subject standing on the concrete bridge wall. Jamie began talking to calm the suicidal subject while calling 911. While the suicidal subject was distracted, Jeff Taylor and Tim Sanders grabbed the suicidal subject off the bridge and back to a safe environment. Without the efforts and determination of these three members of our community, the outcome may have been very different. Because of her actions in this case, Jamie Taylor has been awarded a Letter of Commendation and recognition by the Marshall Police Department.

Director of Public Safety – James M. Schwartz — 5/18/15 ***Date***

City Manager – Tom Tarkiewicz — 5/18/15 ***Date***

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT
May 18, 2015 – CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: Ken Swisher, Finance Director
Tom Tarkiewicz, City Manager

SUBJECT: Budget Public Hearing & Resolution to Adopt City of Marshall Budget and Related Property Tax Millage Rates for Fiscal Year 2016.

BACKGROUND: The budget public hearing is scheduled for this meeting. Attached for your review and action is the resolution for the FY 2016 Budget that totals $29,232,761 in expenditures and is in compliance with the City Charter. This budget resolution reflects the proposed budget delivered to you on April 6, 2015, as updated.

RECOMMENDATION: After hearing public comments, it is recommended that the Council adopt the attached resolution to approve the City of Marshall budget and related property tax millage rates for Fiscal Year 2016.

FISCAL EFFECTS: Establish the budget for the funds in the amounts set forth in the attached resolution:

Respectfully Submitted,

Ken Swisher
Finance Director

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.
Marshall, MI 49068
p 269.781.5183
f 269.781.3835
cityofmarshall.com

CITY OF MARSHALL, MICHIGAN
RESOLUTION #2015-

THE CITY OF MARSHALL
GENERAL APPROPRIATION ACT AND TAX LEVY RESOLUTION
July 1, 2015 – June 30, 2016

THE CITY OF MARSHALL RESOLVES that the expenditures for the fiscal year, commencing July 1, 2015, and ending June 30, 2016, are hereby appropriated on a departmental and fund total basis as follows:

GENERAL FUND REVENUES	
Taxes	$3,497,613
Licenses and Permits	96,200
Intergovernmental Revenues	824,000
Charges for Services	120,000
Fines and Forfeits	115,500
Interest	10,000
Miscellaneous	217,150
Other Financing Sources	1,136,740
Marshall Reg. Law Enforce.	281,775
Recreation	397,459
Farmer's Market	14,023
Composting	27,750
Airport	186,500
Total Revenues	**$6,924,710**

GENERAL FUND EXPENDITURES	
City Council	$3,676
City Manager	138,568
Assessor	164,885
Attorney	55,000
Human Resources	69,641
Clerk	54,563
Finance/Treasurer	235,621
City Hall	81,548
Chapel	2,400
Other City Property	37,700
Cemetery	188,451
Non-Departmental	381,857
Police	1,632,529
Crossing Guards	12,487
Dispatch	112,900
Fire	927,110
Inspection	102,386
Planning/Zoning	150,384

Streets	871,292
Engineering	51,983
PSB Operations	122,042
Parks	101,988
Capital Improvements	164,300
Transfers Out	517,443
Marshall Reg. Law Enforce.	245,375
Recreation	430,397
Farmer's Market	13,101
Composting	60,072
Airport	186,446
Total Expenditures	**$7,116,145**

Overall General Fund balance reserves shall be decreased by $191,435 based on the FY 2016 revenues and expenditures for the General Fund budget. There is a $32,939 planned use of fund balance for Recreation capital purchases.

The City Council does hereby levy a tax of 17.1629 mills for the period of July 1, 2015, through June 30, 2016 on all real and non-exempt personal taxable property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the City of Marshall and is levied pursuant to Section 8.01, Article 8 of the Charter of the City of Marshall.

The City Council does hereby levy a tax of .4000 mills for the period of July 1, 2015, through June 30, 2016, on all real and non-exempt personal taxable property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the expense of operating the Leaf, Brush and Trash Removal Services of the City of Marshall as authorized by a vote of the citizens on November 6, 2012.

The City Council does hereby levy a tax of .4840 mills for the period of July 1, 2015, through June 30, 2016, on all real and non-exempt personal taxable property in the City of Marshall, according to the valuation of the same. This tax is levied to operate the Dial-A-Ride Transportation System in the City of Marshall as authorized by a vote of the citizens on August 5, 1975.

The City Council does hereby levy a tax of .9393 mills for the period of July 1, 2015, through June 30, 2016, on all real and non-exempt personal taxable property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the expense of operating the Recreation Department of the City of Marshall as authorized by a vote of the citizens on April 4, 1959.

The City Council does hereby levy a tax of 1.6129 mills for the period of July 1, 2015, through June 30, 2016, on all real and non-exempt personal taxable property in the City of Marshall, according to the valuation of the same in a

district known as the Downtown Development District. This tax is levied for the purpose of defraying the cost of the Downtown Development Authority.

	PROPOSED FY 2016	ACTUAL FY 2015	DIFFERENCE
General Operating	17.1629	17.1629	0.0000
Leaf, Brush and Trash Removal Services	.4000	.5000	0.1000
Recreation	.9393	.9393	0.0000
Dial-A-Ride	.4840	.4840	0.0000
Downtown Development Authority	1.6129	1.6129	0.0000
TOTAL	20.5991	20.6991	0.1000

The City Manager is authorized to make budgetary transfers within the appropriation centers established through this budget, and that all transfers between appropriations may be made by the City Manager in an amount not to exceed $10,000 per year without prior Council approval pursuant to Section 19.2 of the provisions of the Michigan Uniform Accounting and Budgeting Act.

The City Council establishes the budget for the period of July 1, 2015, through June 30, 2016 for the following funds in the amounts set forth below:

ALL FUNDS REVENUES

General Fund	$6,924,710
MVH-Major & Trunkline	448,800
MVH-Local	235,160
Leaf, Brush and Trash Removal	74,966
Local Development Finance	440,000
Downtown Development	216,540
Marshall House	622,510
Electric	14,408,000
Dial-a-Ride	379,523
Wastewater	1,592,100
Water	1,578,100
Data Processing	163,720
Motorpool	696,650
Total Revenues	**$27,780,779**

ALL FUNDS EXPENDITURES

General Fund	$7,116,145
MVH-Major & Trunkline	382,941
MVH-Local	307,360
Leaf, Brush and Trash Removal	95,532

Local Development Finance	865,850
Downtown Development	239,624
Marshall House	702,135
Electric	14,407,813
Dial-a-Ride	441,693
Wastewater	1,850,358
Water	1,628,096
Data Processing	154,017
Motor Pool	1,041,197
Total Expenditures	**$29,232,761**

Total fund balance reserves shall be decreased by $1,451,982 based on the FY 2016 revenues and expenditures for All Funds.

The City Council of the City of Marshall did give notice of the time and place when a public hearing on adoption of the budget would be held in accordance with Public Act 43 of 1963, proof of publication of the Notice of Public Hearing is now on file, and which Public Hearing was duly held pursuant to said notice and in conformity therewith. A copy of the budget proposal was on file with the City Clerk and available for public inspection for at least one week prior to adoption of the budget; and

Further, the City Council of the City of Marshall did give notice of the time and place when a public hearing would be held in conformity with the provisions of Public Act 5 of 1982 authorizing a tax rate in excess of the present authorized tax rate for General Operating, Recreation, Dial-A-Ride and Downtown Development Authority tax levies, proof of publication of Notice of Public Hearing is now on file, and which Public Hearing was duly held pursuant to said notice and in conformity therewith; and

This Resolution shall take effect July 1, 2015.

Dated: May 18, 2015

_____

Trisha Nelson, City Clerk

I, Trisha Nelson, being duly sworn as the City Clerk for the City of Marshall, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on May 18, 2015 and that said meeting was conducted and that the minutes of said meeting were kept and will be or have been made available.

_____

Trisha Nelson, City Clerk

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT
MAY 18, 2015 – CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

FROM: Tom Tarkiewicz, City Manager
Ken Swisher, Finance Director

SUBJECT: Fire Withholding Act

BACKGROUND: The Fire Withholding Act is a State Law enacted in 1956 granting governmental units the ability to escrow funds from an insurance settlement to assure that the owner of real property within the city will, after a catastrophic event, either remove or repair the building or structure that is damaged.

The City will be notified by the insurance carrier should the final settlement exceed 49% of the insurance on the insured real property and, within 15 days after final settlement if the insurance company has no evidence that the insured has hired a licensed contractor to begin repairs or demolition. The escrow amount is 25% of the actual cash value of the insured real property or 25% of the final settlement, whichever is less. For residential properties the escrow shall not exceed $12,000.

The City releases the escrow amount once the City is provided reasonable proof that the structure is being repaired and the funds are needed for completion of the work, or the insured has hired a licensed contractor and consents that payment goes directly to the contractor. If reasonable proof is not presented to the City within 120 days after establishing the escrow, the City may use the escrow amount to remediate the property. The City may extend the 120 day time period.

This is another tool that a City can use to make sure that the owner of real property moves forward with the necessary repairs or removes the building altogether so that the area does not become blighted. Over 400 Cities and Townships in Michigan have adopted this Withholding Act.

RECOMMENDATION: Adopt the attached resolution requesting that the City of Marshall be placed on the Fire Withholding Participants List and approving the establishment of an escrow account in order to comply with the requirements contained in Act 495 of the Public Acts of 1980; as amended by Act 216 of the Public Acts of 1998.

FISCAL EFFECTS: Any interest earned on the funds escrowed is retained by the City to defray expenses incurred by participating in this program.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Tom Tarkiewicz
City Manager

Ken Swisher
Finance Director

323 W. Michigan Ave.
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CITY OF MARSHALL, MICHIGAN
RESOLUTION # 2015-

WHEREAS, the provision of Act 495 of the Public Acts of 1980, as amended by Act 216 of the Public Acts of 1998, and the provisions of Act 217 of the Public Acts of 1998, provide that a portion of certain casualty losses for fire or explosion otherwise payable by insurers may be withheld in escrow by participating municipalities in order to secure repair, replacement or removal of damaged structures which violate the City of Marshall health or safety standards; and

WHEREAS, the City of Marshall has determined that participation in said program would protect and promote the public health, safety and welfare and wishes to be included in the list of participating municipalities published by the Commissioner of Insurance; and ,

WHEREAS, the City of Marshall desires to implement all procedures necessary to administer said program by designating the City official responsible for administration of the program and establish an escrow account for said purpose.

NOW, THEREFORE, IT IS HEREBY RESOLVED as follows:

1. That the City of Marshall does hereby become a participating municipality in the program providing for the escrow of fire insurance as established by Act 495 of the Public Acts of 1980; as amended by Act 216 of the Public Acts of 1998, or as established by Act 217 of the Public Acts of 1998, and does declare its intention to uniformly apply the provisions of Section 2845 or 2227 to all properties within the City of Marshall.

2. That the City of Marshall official responsible for the administration of Section 2845 or 2227 of said Acts and any rules promulgated by the Commissioner of Financial and Insurance Services is hereby designated as follows: City of Marshall Finance Director.

3. That the City of Marshall Finance Director shall establish an escrow account with Chemical Bank for the purpose of receiving and holding deposits of money received from insurers pursuant to Section 2845 or 2227 of said Acts, which account shall be separately maintained from all other accounts and may be an interest bearing account.

Dated: May 18, 2015

_____
Trisha Nelson, City Clerk

I, Trisha Nelson, being duly sworn as the City Clerk for the City of Marshall, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on May 18, 2015 and that said meeting was conducted and that the minutes of said meeting were kept and will be or have been made available.

_____
Trisha Nelson, City Clerk

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT

May 18, 2015 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: James M. Schwartz, Police Chief
Tom Tarkiewicz, City Manager

SUBJECT: Traffic Control Order: Vehicle for Hire dedicated "stopping standing and parking" zone.

BACKGROUND: The City of Marshall has received the attached request from Marshall Carriage Co. & Ghost Tours for dedicated parking to do business. The letter submitted by Mr. Brian Mason and Ms. Courtney Malpass is showing a need for business that cater to persons needing tours and transportation a safe and dedicated location to park, stop or stand legally.

In 2010 the City of Marshall has an agreement with Marshall Carriage Co. & Ghost Tours to provide adequate insurance, inspections of his equipment and veterinarian health certificates. In the agreement the City requires Mr. Mason to load and unload any passengers on Michigan Avenue unless in a designated location. This agreement is attached.

Therefore as the City Traffic Engineer, it is determined through the attached Traffic Control Order (TCO) that an area be established for Vehicles for Hire to safely stop, stand or park as required.

RECOMMENDATION: It is recommended that the Council authorize an area in the 100 block of W. Michigan Avenue, more specifically, in the area in front 107 W. Michigan Avenue for **Vehicle for Hire Parking Only**. The hours for enforcement will be between 4:00pm-12:00am.

FISCAL EFFECTS: Funds to be dispersed from the General Fund to purchase the dedicated **Vehicle for Hire Parking Only** signs.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

James M. Schwartz
Police Chief

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.
Marshall, MI 49068
p 269.781.5183
f 269.781.3835
cityofmarshall.com

Marshall Carriage Co. & Ghost Tours, llc
Brian Mason/ Courtney Malpass
1000 E. Michigan Ave.
Marshall, MI 49068
269.781.8818
May 11, 2015

Marshall City Council
City Hall
Marshall, MI 49068

Dear Marshall City Council:

This is a formal request in order to again secure dedicated parking for Marshall Carriage Co. & Ghost Tours; submitted with signatures of support from surrounding business owners. It is requested that we be allowed the ability to make use of and do business from approximately 48' of parking space (including the [X]) located at or near 107 W. Michigan Ave. as we have done at other locations throughout the city. Our hours of operation vary depending on weather, season and reservation, however; we normally operate at noon and into the evening hours. This will allow us to continue to service the city of Marshall with our tours downtown and continue our operating agreement with Scott Ladd at Broadway Grille for our leased space to conduct ticket sales and safe operations of our business such as water, storage, money exchange and the like.

As stated in our original agreement with the city from 2010 (see attached): "No such vehicles shall be allowed to stop for the purpose of picking up or discharging passengers at any point on Michigan Avenue other than one designated pick/drop off zone as agreed upon between the City of Marshall and the owner/operator."

We look forward to your answer and a speedy resolution on this matter.

Respectfully,

Brian Mason and Courtney Malpass

Letter of support for designated carriage parking on South side of 100 block of Michigan Ave. downtown Marshall, MI for Marshall Carriage Co. & Ghost Tours

Request for Marshall City Council	We, the undersigned, who are local business owners, are in favor of a designated parking spot for Marshall Carriage Co. & Ghost Tours at or near the address of 107 W. Michigan Ave. in Marshall, MI. These are signatures of support for such action to be granted.

Printed Name	Signature	Address	Business Represented	Date
Scott A. Ladd	[signature]	107 W. Michigan	Broadway Grille	5/12/15
Ann Michels	[signature]	114 W. Michigan	Vint - EDGE	5/12/15
Tracy Frantz	[signature]	112 W Michigan	Tracy Primitives	5/12/15
Mandy Franklin	[signature]	110 W. Michigan Ave	Jacklyns Hair + Nail Design	5/12/15
Michael Warner	[signature]	116 W. Michigan Ave	Mike's Place	5/12/15
PAUL M HERMAN	[signature]	135+139+141 West Michigan	Herman's + Annex Marshall Home	5-12-15
Jake Herman	[signature]	135 + 139 + 141 WM	Herman's Hardware	5-12-15
Paul Herman	[signature]	155 + 139 + 141 West Michigan	Herman's Hardware	5-12-15
ROARY DRAKE	[signature]	127 A W michigan ave	Knife cave	5/12/15
D-Lisa Taylor	[signature]	127 W. Michigan	What A Girl Wants	5-12-15
Nicole Rhodes	[signature]	123 W michigan	Sweet Pea	5-12-15
Justin Hodges	[signature]	117 W. Michigan	Hodges Jewelers	5/12/15

Letter of support for designated carriage parking on South side of 100 block of Michigan Ave. downtown Marshall, MI for Marshall Carriage Co. & Ghost Tours

Request for Marshall City Council	We, the undersigned, who are local business owners, are in favor of a designated parking spot for Marshall Carriage Co. & Ghost Tours at or near the address of 107 W. Michigan Ave. in Marshall, MI. These are signatures of support for such action to be granted.

Printed Name	Signature	Address	Business Represented	Date
Audrey Hoffman	Audrey Hoffman	102 E Michigan Ave	paper & i	5/12/15
Sarah Kopulos	Sarah M Kopulos	109 E Michigan Ave	Kraze	5/12/15
RYAN TRAVER	Ryan Traver	115 W Michigan Ave	BLUFISH	5/12/15

PROPOSED AGREEMENT
NON-MOTORIZED FOR HIRE VEHICLES

Findings: The City of Marshall finds and declares that it is in the public interest and public welfare that all non-motorized vehicles for hire, particularly horse drawn vehicles be regulated under the police power of the City of Marshall. This is to promote the safety and welfare of the citizens and residents and visitors to the City of Marshall, to reduce pollution in the City and to reduce interference with the flow of traffic throughout the City of Marshall.

Definition of Horse Drawn Vehicle: Shall for the purpose of this agreement be defined as follows: Any vehicle drawn by horses which has a passenger carrying capacity, to carry for hire persons through the City of Marshall.

Inspection Required: No person shall operate or drive a non-motorized vehicle to include any horse drawn carriages for hire upon any street, alley, highway or roadway within the City of Marshall until an inspection of equipment used on the public right of way has been completed by the Marshall Police Department. Payment of the required inspection fee is required. Inspection shall be done each calendar year of operation.

- Clearly describe the route to be used by said vehicle as well as loading and unloading zones.
- Designate the maximum number of passengers for each inspected vehicle.
- Inspection Fee of $20.00 per vehicle.

Limitation on Use of Public Streets:

- No non-motorized vehicle for hire shall be allowed to cross Michigan Avenue in the Downtown District except at intersections controlled by traffic signals.
- Right turns are encouraged at all intersections when possible.
- No such vehicles shall be allowed to stop for the purpose of picking up or discharging passengers at any point on Michigan Avenue other than one designated pick/drop off zone as agreed upon between the City of Marshall and the owner/operator.
- The route to be taken by such vehicles, together with the location of parking spaces to pick up and discharge passengers, shall be subject to the approval of the City manager and the Chief of Police.
- The owner/operator shall provide a designated route of travel for tours.

Insurance Requirements: The owner of every non-motorized for hire vehicle shall procure and file with the City Clerk a liability insurance policy, together with a receipt showing payment of the premium thereof issued by a good and responsible insurance company recognized by industry standards. The insurance company must be authorized to do business in the State of Michigan. The amount of liability insurance for horse drawn vehicles shall be at least $1,000,000.00 for bodily injury to or death, and in an amount of not less than $1,000 in medical coverage for each passenger. Such policy of insurance may be in the form of a separate policy for each horse drawn vehicle, or may be in the form of a fleet policy covering all horse drawn vehicles operated by such owners; provided, however, that such a policy shall provide for the same amount of liability for each horse drawn vehicle operated. The insurance company shall be

notified and on the policy should the insurance be cancelled or not in force for any reason. In the event of no insurance, all business operations shall cease immediately until new insurance can be enforced.

Hours of Operation: Non-motorized vehicles shall be allowed to operate on any streets of the City of Marshall during the hours of 8:00am to 12:00 midnight local time. Any extended hours must be approved prior by the City Manager and the Chief of Police.

Fares: Fares to be charged for passenger service by non-motorized for hire vehicles shall be established by the operator and shall be reasonable amounts.

Manure Control:

- All horse drawn vehicles shall not be allowed to operate unless the horses are equipped with an adequate device to prevent manure from falling upon the streets of the City of Marshall and no licensee or driver of such vehicle shall cause the same to be operated, or operate the same upon the streets of the City unless the animals are so equipped.
- Any manure that should escape onto the streets of the City shall be promptly removed by the operator.
- Any manure retained within the city of Marshall shall be deposited in a sealed container so as to prevent ventilation for flies and the escaping of odor, except in a district zoned for agriculture.
- Any such manure stored or retained in temporary storage shall be totally removed from the Downtown District before the end of business.
- The operator of all horse drawn vehicles shall be obligated to reimburse the actual cost incurred by the City for the removal and clean up of any manure or/or urine.

Maintenance of Equipment:

- All vehicles shall be equipped with such safety devices as are required by the State of Michigan. Particular emphasis shall be given to the adequacy of front and rear lights on each vehicle which is used at night time operation.
- A slow moving sign shall be placed and visible from the rear of the horse drawn vehicle.
- All vehicle and tack shall be maintained in a clean and safe condition
- Exterior signs shall be prohibited from being placed on the outside of the horse drawn vehicles except that two signs identifying the operator's company name will be allowed on each vehicle.
- All vehicles will be equipped with hydraulic or disk foot brakes which shall be maintained in proper working conditions at all times.

Health Certificate Requirement: The operator of all horse drawn vehicles shall file with the City Clerk such Doctor of Veterinary Medicine certificate of health as the City Manager may require for all animals used in the operation of such vehicles.

Horse Drawn Vehicle Drivers: All drivers of horse drawn vehicles shall be at least eighteen (18) years of age, shall be a licensed driver with a valid driver's license issued by any State in the United States of America, and shall have received at least 12 hours of instruction and training in the operation of a horse drawn vehicle.

Suspension of Operations:

- The Chief of Police may suspend an operator's business at any time, if, in their opinion, the public health of safety is endangered, or a public nuisance is created.
- Operations shall also be suspended on Michigan Avenue and/or Kalamazoo Street/ Brewer Street in the event an emergency detour is established for vehicles on I-94 and/or I-69.
- The operator may appeal to the City Manager to resume operations.

The above listed requirements are not to exclude any other incidents of concern as they may arise. This is a cooperative agreement between the City of Marshall and the owner operators of non-motorized vehicles for hire. This agreement shall be modified as needed and shall be renewed at the beginning of each calendar year.

Tom Tarkiewicz
City Manager

3/4/11
Brian Mason
Owner/Operator

City of Marshall, Michigan
Traffic Control Order

Order Number: 98 Effective Date: 05-18-2015

In according with the Uniform Traffic Code, as amended, adopted by the Marshall City Commission, April 13, 1959, as set forth under Section 2.53 thereof, it is hereby directed:

AMENDED:

The addition of a restricted parking located on the south side of Michigan in front of 107 W. Michigan Ave. This restricted parking is to be utilized by "Vehicle for Hire" passenger vehicles. The hours of the restricted parking is from 4:00pm – 12:00am 7 days a week. Allowing this type of parking will provide a safe area for fare passengers to safely enter and exit for hire vehicles.

Permanent Order

City Traffic Engineer
James M. Schwartz

Date: _____

Temporary Order

City Traffic Engineer
James M. Schwartz

Date: May 18, 2015

Date: _____
Adopted by the Marshall City Council

pc: Street Superintendent
City Manager's Office

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT
May 18, 2015 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

FROM: Aaron Ambler, Water Superintendent
Kristin Bauer, Director of Public Utilities
Tom Tarkiewicz, City Manager

SUBJECT: Repainting of the 500,000 Gallon Water Tower

BACKGROUND: In 2008, the 500,000 gallon water tower located on South Kalamazoo Avenue was inspected by Dixon Engineering, Inc. In the inspection it was determined that the wet interior and the exterior paint were in need of recoating. The wet interior was last painted in 1999 and the exterior was last painted in 2003. Along with the painting, some updates will be made to the tower for safety and maintenance purposes. The following bids were received:

L&T Painting	Shelby Township, MI	$179,000
LC United	Sterling Heights, MI	$182,000
Fedewa, Inc.	Hastings, MI	$197,000
George Kountoupes Painting	Lincoln Park, MI	$209,000
Seven Brothers Painting	Shelby Township, MI	$221,800
Horizon Brothers	Howell, MI	$235,000

RECOMMENDATION: It is recommended City Council approve the bid from L&T Painting of Shelby Township, MI in the amount of $179,000. It is also recommended that council approve a proposal from Dixon Engineering, Inc. in the amount of $14,380 for construction engineering on this project.

FISCAL EFFECT: To appropriate $193,380 from the Water Tower Reserve Fund expenditure budget line item 591-000-395.02.

ALTERNATIVES: As suggested by Council.

Respectfully Submitted,

Aaron Ambler
Water Superintendent

Kristin Bauer
Director of Public Utilities

Tom Tarkiewicz
City Manager

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CITY OF Marshall Michigan

ADMINISTRATIVE REPORT

May 18, 2015 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: James M. Schwartz, Public Safety Director
Ken Swisher, Finance Director
Tom Tarkiewicz, City Manager

SUBJECT: Purchase of a Fire Pumper/Rescue Vehicle

BACKGROUND: The FY 2016 budget has $58,000 allocated for the purchase of a new fire apparatus. The Fire Department has determined that a new Pumper Rescue is needed. Currently the Marshall Fire Department is without the 1998 Rescue-51 and 1989 Pumper/Rescue-32 due to equipment malfunctions, under powered design and electrical malfunctions. Rescue-51 was used as an emergency backup vehicle due to the previously stated design and equipment issues.

Requests for bids were sent out through the City Purchasing Agent and advertised as required. The City received two sealed bids. The bids were received from EV+ of Holland, Michigan for a 2016 Rosenbauer Fire Pumper/Rescue Vehicle for $532,322 and R&R Fire Truck Repair of Northville, Michigan for a 2016 Smeal Fire Pumper/Rescue Vehicle for $543,067.

These bids are for a standard design and does not include any contingencies that may need to be done to address compartment space needs, shelving needs and accessories. The changes are not to exceed the $550,000 as previously planned.

The disposition of the two current vehicles will be determined, when the new vehicle is placed in service in 2016.

RECOMMENDATION: It is recommended that the Council authorize the purchase of a 2016 Rosenbauer Pumper/Rescue from EV+ of Holland, Michigan in the amount not to exceed $550,000.

FISCAL EFFECTS: Funds were to come from General Fund reserves restricted for use for fire truck replacement. The restricted account presently has a balance of $155,000. The analysis provided to the Council in 2014 reflected that the Fire Truck Replacement Account would need to be budgeted at $100,000 beginning in FY 2017. Even with that funding, the expenditure was projected to take the restricted reserve to a negative $337,000.

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It is being recommended to finance a portion of the vehicle purchase over a 10 year period. This option would presently maintain the reserve balance in a positive status well into the future, while allowing the restricted balance to grow in anticipation of subsequent vehicle replacement needs. This option would also only require an annual budget of $75,000 per year through FY 2025, then increasing to $100,000 to maintain a positive balance through FY 2040. A recommendation for a financing institution will be presented at a future date.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

James M. Schwartz Public Safety Director	Ken Swisher Finance Director	Tom Tarkiewicz City Manager

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT
May 18, 2015 City Council Meeting

REPORT TO: Honorable Mayor and City Council

FROM: Tom Tarkiewicz, City Manager

SUBJECT: Demolition of Fire Apparatus Bay, Repairs to Office Structure, Reconstruction of Parking Lot & Site Improvements

BACKGROUND: C2AE was retained by the City to prepare plans and specifications for the demolition of the former fire apparatus bay. The project includes the following:

- Demolition of the apparatus bay
- Reconstruction of the City Hall parking lot
- Repair to the exterior walls, replacement of the roof & windows in the old fire office area
- Site improvements including dumpster enclosure, landscaping, lighting, drinking fountain & electric car charging station

Only one bid was received, for the multi-trade project, from Clark Construction of Lansing. Clark is the construction manager for the Fire Station and Marshall Regional Law Enforcement Center.

RECOMMENDATION: It is recommended that the City Council approve the bid from Clark Construction for $259,400 for the demolition of the fire apparatus bay, repairs to the office structure, reconstruction of the parking lot & site improvements.

FISCAL EFFECT: Funds from the Fire Station and Marshall Regional Law Enforcement Center bonding are presently available to cover the cost of the proposed demolition contract.

ALTERNATIVES: As suggested by Council.

Respectfully Submitted,

Tom Tarkiewicz
City Manager

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[illegible]

c2ae
elevating human achievement

May 13, 2015

Mr. Tom Tarkiewicz
City Manager
City of Marshall
323 W Michigan Ave
Marshall, MI 49068

Re: Bid Recommendation for City Hall Parking Lot

Dear Tom,

Bids for the City Hall Renovations were received and publicly read on May 7, 2015 at city hall. A copy of the bid tab is enclosed. One bid was received for the work. The apparent low bidder is Clark Construction, whom both C2AE and the city have worked with on other projects. A brief post bid interview was conducted with the low bidder to confirm scope and schedule.

C2AE is recommending the City of Marshall award the work for the City Hall Parking Lot to Clark Construction for the amount of $259,400.

Sincerely,
C2AE

Stevan J. Jurczuk, AIA, LEED AP BD+C
Project Manager, Architect

Enclosure

Michigan: Escanaba • Gaylord • Grand Rapids • Kalamazoo • Lansing New York: Canton

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT
May 18, 2015 – City Council Meeting

TO: Honorable Mayor and City Council

FROM: Tom Tarkiewicz, City Manager
Tracy Hall, Human Resources Coordinator

SUBJECT: Department of Public Services Contract
Teamsters Local 214

BACKGROUND: The City of Marshall has completed negotiations with the International Brotherhood of Teamsters, Chauffeurs, Warehouseman and Helpers of America and its Local 214, Department of Public Services. We have reached mutual agreement on the collective bargaining agreement. Attached is a Fact Sheet summarizing the major changes made to the Agreement.

The bargaining unit ratified the contract on May 5, 2015. The three-year agreement will expire June 30, 2018.

RECOMMENDATION: We respectfully request that City Council approve the Contract changes as presented.

FISCAL EFFECTS: The costs associated with implementation of contract provisions.

ALTERNATIVES: As suggested by City Council.

Respectfully submitted,

Tom Tarkiewicz
City Manager

Tracy Hall
Human Resources Coordinator

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Negotiation Summary
City of Marshall DPS

Wages

Increase wages 2% July 1 of each year from July 1, 2015 – June 30, 2018.
Plus there are 9 union members that will receive a market adjustment in the first year.

Health Care

The Community Blue PPO with HRA health insurance plan will no longer be offered. This is the most expensive plan the City offered.

Apprentice Training

Language added - an apprentice line worker must reimburse the City the cost of tuition if he/she leaves within two years of the school completion ($8,000 approx).

Longevity

Employees that have been receiving a percentage of their base wage as a longevity payment will be frozen at the dollar amount he/she received in 2014.

Work Hours

Work hours for Power House, Electric, & Meter (not Meter Reader) will change with daylight savings time for the safety of the employees working out in the field.

Also, paid lunch was eliminated for Power House and Waste Water

Incentive Package

Language added – permission to offer an incentive package for a new hired Senior Line Worker not to exceed $5,000.

Right to Work

The Right to Work language that is currently in the DPW and DART contacts was added to this contract.

Vacation & Sick leave in the first year

Added language comparable to non-union language allowing for 10 days' vacation during the first year of employment and no accumulation of sick leave until having worked 12 months.

Mutual Aid

Time working for other municipalities will be paid at 1½ time the employee's wage – not the wage of the comparable position in the other municipality.

Uniforms

The uniform reimbursement was increased from $100 per year to $200 per year and can be used on footwear or outerwear.

Working Foreman assignment

The water department may assign a department employee as the temporary Working Foreman in the absence of the Water Superintendent. The employee working in this temporary assignment will receive an additional $2.00 per hour.

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT
May 18, 2015 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: Tom Tarkiewicz, City Manager
Tracy Hall, HR Coordinator

SUBJECT: Annual Compensation of Administrative Officials, Department Heads, and Salaried Personnel

BACKGROUND: The charter of the City of Marshall, Section 2.27, Annual Compensation states "The city council shall set the salaries of all administrative officials, department heads and salaried personnel by June 30 of every year, except as provided by State law. Such salaries shall be included in the annual budget..."

Attached is a listing, by job title, of the proposed wages for the administrative officials, department heads and salaried personnel. Two of these position reflect a market increase while all other wages reflect a 2% increase. These proposed wages are contained within the overall proposed FY15 budget for the City of Marshall. As indicated by Charter, the wages must formally approved by Council.

RECOMMENDATION: Approve the proposed FY16 wages for the administrative officials, department heads and salaried personnel as presented.

FISCAL EFFECTS: The wages as shown on the attached listing, have been included in the proposed FY16 budget to be adopted by the Marshall City Council.

ALTERNATIVES: As suggested by City Council.

Respectfully submitted,

Tom Tarkiewicz
City Manager

Tracy L. Hall
HR Coordinator

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Non-union Wages

effective
7/1/2015

	Pay Grade	Position	15-16 Wage	
1	10	Clerk	44,604.950	
2	10	HR Coordinator	46,509.960	
3	11	Marshall House Administrator	48,765.000	
4	12	Treasurer	55,080.000	
5	12	Assessor	55,080.000	
6	12	Recreation Superintendent	57,507.373	
7	13	Water Superintendent	59,302.800	
8	13	Waste Water Superintendent	59,302.800	
9	13	DPW Superintendent	59,302.800	
10	13	Electrical Engineer	55,000 - 60,000	DOQ
11	13	City Engineer	55,000 - 60,000	DOQ
12	13	Deputy Fire Chief	64,504.800	
13	14	Deputy Police Chief	70,747.200	
14	15	Finance Director	73,440.000	
15	15	Director of Public Works	76,500.000	
16	15	Director of Electric Utilities	78,540.000	
17	16	Assist City Manager / Community Services	78,540.000	
18	16	Director of Public Safety	83,232.000	
19		City Manager	TBD	

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT
May 18, 2015 – CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and Council Members

FROM: Ed Rice, Director of Electric Utilities
Tom Tarkiewicz, City Manager

SUBJECT: Fiber To The Premise (FTTP)

BACKGROUND: The City Council has identified Fiber to the Premise (FTTP)/high speed internet availability to residences and businesses as an objective that is contained in all four of the major goals of its strategic plan.

The City Electric Department has requested Pulse Broadband to develop a proposal for a Marshall FTTP project. Rudy Tober of Pulse Broadband, the consultant that the Village of Sebewaing used for its implementation of a FTTP project and who supported Sebewaing's presentation to the Marshall City Council on March 16th. The proposal has been completed with the following key elements:

- Total conceptual cost of $4.2million and the following assumptions:
  - 40% customer take rate
  - 30 megabyte up and down base speed
  - 100 megabyte up/down for businesses
  - $30-$40/month cost for the 30mb
  - Data only – no video/voice
  - Loan rate = 4.5%
  - Head end cost = $300,000
  - 90 miles of overhead (90%) and underground (10%)
  - Make ready cost = $1,500/mile
  - Includes Pulse engineering/construction management cost of $550,000
  - On-going Admin/Operation = $400,000/year
- A 9.5 year payback. (Note: this is typical for electric utility infrastructure expansion)
- Implementation in 2016.

A separate enterprise fund should be developed to ensure FTTP is self-funding and not requiring subsidization from other funds.

As part of the proposal, Pulse was also requested for a cost to perform a due diligence evaluation plan to determine the feasibility of the FTTP

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project before entering into the expensive engineering/design phase ($90,000). The plan was provided by Pulse with a cost estimate of $30,000 with the following allocations:

• Legal opinion (through the City Attorney)	$19,000
• Customer survey (Pulse/contractor)	$ 7,000
• Grant research (Pulse)	$ 1,000
• Review of existing fiber suitability	$ 700
• Bandwidth provider analysis (Pulse)	$ 1,000
• On site system review (Pulse)	$ 1,300

RECOMMENDATION: Staff recommends that the City Council approve the $30,000 due diligence expenditure to determine the feasibility of a Fiber to the Premise project for the City of Marshall.

FISCAL EFFECTS: The expenditures will be funded by the professional services line item in the Administration Department of the Electric Fund which will remain within budget. If the project comes to fruition these expenditures could then be transferred to the new Fiber Fund.

ALTERNATIVES: As suggested by the City Council.

Respectfully Submitted,

Ed Rice

Edward E. Rice, P.E.
Electric Utilities Director

Tom Tarkiewicz
City Manager

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT
May 18, 2015 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: James M. Schwartz, Police Chief
Tom Tarkiewicz, City Manager

SUBJECT: FY 2016 Police Vehicle Purchase

BACKGROUND: The City of Marshall has budgeted $28,500 for the purchase of a new vehicle for Fiscal Year 2015/2016. Looking at the State Bid the current base bid for the Ford Police Interceptor Utility Vehicle is $25,285. This vehicle is a basic purchase without any added features. I have contacted Boshears Ford for a competitive price bid. Their price is for the same vehicle, including the required add on such as two LED spotlights, 100 watt siren, and the wig-wag assembly is $27,282.

RECOMMENDATION: To authorize the budgeted purchase of the 2016 Ford Police Interceptor Utility Vehicle from Boshears Ford for $27,282 from the FY 2016 budget.

FISCAL EFFECTS: Funds to be dispersed from the FY 2016 Motor Pool Fund as budgeted in the amount of $27,282

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

James M. Schwartz
Police Chief

Tom Tarkiewicz
City Manager

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