



MARSHALL CITY COUNCIL AGENDA

MONDAY – 7:00 P.M.

December 7, 2015

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) INVOCATION – David Good, First Baptist 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

- | | |
|--|---|
| <p>A. <u>Establishment of a Work Session Date</u></p> <p>City Council will consider the recommendation to schedule a work session for 9:00 a.m. on Saturday, January 16, 2016 in the City Hall Training Room.</p> <p>B. <u>2016 City Council Meetings</u></p> <p>City Council will receive the dates of the 2016 City Council Meetings.</p> <p>C. <u>2016 Boards and Commissions</u></p> <p>City Council will receive the listing of the Board and Commission positions that are scheduled to expire and the term of office.</p> <p>D. <u>2016 MDOT Performance Resolution</u></p> <p>City Council will consider the recommendation to adopt the Performance Resolution for Governmental Agencies.</p> <p>E. <u>Schedule Public Hearing – Amending §70.008 PARKING REGULATION and §70.010 PARKING VIOLATIONS</u></p> <p>City Council will consider the recommendation to schedule a public hearing for January 4, 2016 to hear public comment on the revisions to §70.008, PARKING REGULATION and §70.010 PARKING VIOLATIONS.</p> <p>F. <u>City Council Minutes</u></p> <p>Regular Session..... Monday, November 16, 2015</p> <p>G. <u>City Bills</u></p> <p>Regular Purchases\$ 281,252.80</p> <p>Weekly Purchases –11/13/15.....\$ 20,001.46</p> <p>Weekly Purchases – 11/20/15.....\$ 46,623.83</p> <p>Weekly Purchases – 11/25/15..... \$6,755.81</p> <p>Total.....\$ 354,633.90</p> | <p>P. 4</p> <p>P. 5</p> <p>P. 7</p> <p>P. 9</p> <p>P. 12</p> <p>P. 18</p> <p>P. 22</p> |
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Mayor:

Jack Reed

Council Members:

Ward 1 - Kari Schurig

Ward 2 - Nick Metzger

Ward 3 - Brent Williams

Ward 4 - Michael McNeil

Ward 5 - Jon Gerten

At-Large - Kathy Miller



8) PRESENTATIONS AND RECOGNITIONS

A. Certificates of Appreciation

City Council will present Certificates of Appreciation to past Boards and Commissions members.

9) INFORMATIONAL ITEMS

10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

A. Public Hearing to Disseminate Information on Rental Rehabilitation Grant as required by MSHDA P. 29

City Council will hear public comment and consider the recommendation to endorse the City of Marshall's participation in the Rental Rehabilitation Grant offered through MSHDA.

B. Public Hearing to designate 101 W. Michigan Avenue as an Obsolete Property Rehabilitation District (OPRD) P. 30

City Council will hear public comment and consider the recommendation to adopt the resolution to designate 101 W. Michigan Avenue, Parcel #13-53-001-005-00) as an Obsolete Property Rehabilitation District (OPRD).

11) OLD BUSINESS

12) REPORTS AND RECOMMENDATIONS

A. Marshall House Fire Alarm System Upgrade P. 33

City Council will consider the recommendation to approve and award the contract for the Fire Alarm System Upgrade for the Marshall House Apartments to Knight Watch, Inc. of Kalamazoo in the bid amount of \$139,200.

B. Major Equipment Purchases for New Brewer Street Substation P. 36

City Council will consider the recommendation to approve awarding the awarding of the following purchases to the low bidder:

- Four (4) 15kv 1200 amp circuit breakers in the amount of \$51,096.00 to Siemens Power T&D.
- One (1) 15kv 2000 amp circuit breaker in the amount of \$17,250.00 to Siemens Power T&D.
- Three (3) 138kv metering units in the amount of \$56,145.00 to Alstrom.
- One (1) 138kv circuit switcher in the amount of \$36,961.00 to Siemens Power T&D.

C. Poverty Exemption Policy Guidelines and Application P. 38

City Council will consider the recommendation to adopt the Poverty Exemption Policy, utilizing the federal poverty income standard as published each year by the federal DHS and provided by the Michigan Department of Treasury, and concur with the use of the annual website guideline version as well as the annual application form on an ongoing basis.



13) APPOINTMENTS / ELECTIONS

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,

A handwritten signature in black ink, which appears to read "Tom Tarkiewicz". The signature is written in a cursive style with a long, sweeping tail on the final letter.

Tom Tarkiewicz
City Manager



ADMINISTRATIVE REPORT
December 7, 2015 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council
FROM: Tom Tarkiewicz, City Manager
SUBJECT: Establishment of a Work Session date

BACKGROUND: City staff would like to hold a work session with the Council at 9:00 AM on Saturday January 16, 2016 to discuss the following:

- Refreshing Council goals
- Proposed Zoning Ordinance
- Proposed Capital Improvement Plan
- November ballot proposals
- OPEB audit results
- Other

The work session will be held at the City Hall Training Room

RECOMMENDATION: It is recommended that the City Council schedule a work session at 9:00 AM on Saturday January 16, 2016 in the City Hall Training Room.

FISCAL EFFECTS: None.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tom Tarkiewicz", written in a cursive style.

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com



ADMINISTRATIVE REPORT
December 7, 2015 – CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

FROM: Trisha Nelson, Clerk
Tom Tarkiewicz, City Manager

SUBJECT: 2016 City Council Meetings

BACKGROUND: According to Marshall City Charter Section 2.15 (a), Council shall meet regularly at least once in every month. As such, the Council has customarily held its meetings on the first and third Monday of the month, unless a holiday falls on a Monday.

Attached is a listing of meeting dates for City Council in the Year 2016. All meetings will be held at 7:00 p.m. in the Council Chambers of Town Hall.

RECOMMENDATION: None. This is an informational report.

FISCAL EFFECT: None.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Trisha Nelson
Clerk

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

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CITY OF MARSHALL

PUBLIC NOTICE

THE MARSHALL CITY COUNCIL MAY HOLD WORK SESSIONS PRIOR TO COUNCIL MEETINGS AT 6:00 P.M., AT TOWN HALL IN THE TRAINING ROOM, 323 WEST MICHIGAN AVENUE, MARSHALL, MI 49068.

THE MARSHALL CITY COUNCIL WILL HOLD ITS REGULAR MEETINGS IN THE YEAR 2016 AT 7:00 P.M., AT TOWN HALL IN THE COUNCIL CHAMBERS, 323 WEST MICHIGAN AVENUE, MARSHALL, MI 49068, ON THE FOLLOWING DATES:

Monday, January 4 th	<i>Tuesday, January 19th</i>
Monday, February 1 st	<i>Tuesday, February 16th</i>
Monday, March 7 th	Monday, March 21 st
Monday, April 4 th	Monday, April 18 th
Monday, May 2 nd	Monday, May 16 th
Monday, June 6 th	Monday, June 20 th
Wednesday, July 6th	Monday, July 18 th
Monday, August 1 st	Monday, August 15 th
<i>Tuesday, September 6th</i>	Monday, September 19 th
Monday, October 3 rd	Monday, October 17 th
Monday, November 7 th	Monday, November 21 st
Monday, December 5 th	Monday, December 19 th

Trisha Nelson, Clerk

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ADMINISTRATIVE REPORT
December 7, 2015 – CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

FROM: Trisha Nelson, Clerk
Tom Tarkiewicz, City Manager

SUBJECT: Appointment or Reappointment of Boards and Commission Members

BACKGROUND: According to Marshall City Charter Section 2.13(d) Council shall, in December of each year, publish a listing of all board or commission positions which are scheduled to expire the following year and the term of office for each. Such notice shall also state how applicants may apply for such vacancies. The notice shall be published in a newspaper of general circulation within the city. Said notice shall also be posted in City Hall.

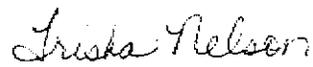
Attached is a listing of vacancies which will be published in the Advisor Chronicle.

RECOMMENDATION: None. This is an informational report

FISCAL EFFECT: None.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,


Trisha Nelson
Clerk


Tom Tarkiewicz
City Manager

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CITY OF MARSHALL NOTICE
Boards and Commissions Positions

Section 2.13: Appointment of Boards and Commissions, of the City Charter, requires publication, in December, a listing of all Board and Commission positions which are scheduled to expire the following year and the term of office.

Following is a listing of Boards and Commissions positions whose terms are scheduled to expire in 2016. Interested parties wishing to volunteer their services may apply by filling out an application and submitting a resume to the Mayor, Marshall City Hall, 323 West Michigan Avenue, Marshall, MI 49068. Some expired seats may be filled by the incumbent member.

Board or Commission	Term of Office
AIRPORT BOARD Two positions	10/1/2016 to 9/30/2019
BOARD OF REVIEW Three positions	1/1/2016 to 12/31/2017
BROOKS NATURE AREA Two positions	8/15/2016 to 8/14/2019
CONSTRUCTION BOARD OF APPEALS Two positions	10/7/2016 to 10/6/2019
DISTRICT LIBRARY BOARD One position	3/31/2016 to 3/30/2019
DOWNTOWN DEVELOPMENT AUTHORITY/ LOCAL DEVELOPMENT FINANCE AUTHORITY Two positions	9/15/2016 to 9/14/2020
LOCAL ADVISORY COMMITTEE One position	2/1/2016 to 1/31/2019
MARSHALL FARMERS MARKET ADVISORY BOARD Three positions	10/20/2016 to 10/19/2019
PARKS AND RECREATION Three positions	7/01/2016 to 6/30/2019
PLANNING COMMISSION Two positions	11/01/2016 to 10/31/2019
ZONING BOARD OF APPEALS Two positions	3/10/2016 to 3/09/2019

Trisha Nelson, Clerk
12/7/2015



ADMINISTRATIVE REPORT
December 7, 2015 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: Kristin Bauer, Director of Public Services
Tom Tarkiewicz, City Manager

SUBJECT: 2016 MDOT Performance Resolution

BACKGROUND: Each year the City of Marshall applies for an Annual Permit from MDOT to cover work within MDOT's rights-of-way; such banner installation, utility work, etc. As part of this permit, a Performance Resolution is required stipulating who can work under our permit, requirements of restoration and who can apply for the MDOT permits. As personnel has recently changed a new Performance Resolution is required, position titles instead of actual employee names have been used thus eliminating the need to execute this resolution at times of personnel changes.

RECOMMENDATION: It is recommended that the City Council adopt the Performance Resolution for Governmental Agencies as attached.

FISCAL EFFECTS: None

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Kristin Bauer
Director of Public Services

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

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cityofmarshall.com

**PERFORMANCE RESOLUTION FOR
GOVERNMENTAL AGENCIES**

This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipality an "Individual Permit for Use of State Highway Right of Way" or an "Annual Application and Permit for Miscellaneous Operations Within State Highway Right of Way".

RESOLVED WHEREAS, the City of Marshall
(city, village, township, etc.)

hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utility or other facilities, or to conduct other activities, on, over, and under State Highway right of way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. Any work performed for the GOVERNMENTAL AGENCY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without its specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY.
3. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
4. The GOVERNMENTAL AGENCY It will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.
5. With respect to any activities authorized by PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.

- 6. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 7. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

CITY MANAGER	OR
DIRECTOR OF PUBLIC SERVICES	OR
DPW SUPERINTENDENT	OR
WATER DEPT. SUPERINTENDENT	OR
DIRECTOR OF ELECTRIC UTILITY	

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the _____
(Name of Board, etc)

of the _____ of _____
(Name of GOVERNMENTAL AGENCY) (County)

at a _____ meeting held on the _____ day

of _____ A.D. _____.

SIGNATURE	TITLE	PRINT NAME



**ADMINISTRATIVE REPORT
DECEMBER 7, 2015 - CITY COUNCIL MEETING**

REPORT TO: Honorable Mayor and City Council Members
FROM: Tom Tarkiewicz, City Manager
SUBJECT: Set public hearing for January 4, 2016 to hear comments on an Ordinance amending § 70.008, PARKING REGULATIONS and § 70.010 PARKING VIOLATIONS

BACKGROUND: The City currently has no authority to remove vehicles from City streets during a snow or ice emergency. Attached is a proposed ordinance which was drafted by the City Attorney. The main text of the ordinance is as follows:

(H) Snow and ice emergencies.

(1) The City Manager or an authorized representative is hereby appointed as the Street Emergency Coordinator. If, in the judgment of the Street Emergency Coordinator, a snow or ice emergency exists, the parking or standing of a motor vehicle on a public street or highway in the city shall be prohibited during the term of such emergency.

(2) A snow or ice emergency shall be deemed to exist when snow or ice, or a combination thereof, hinders the proper removal of accumulated snow and ice from city streets or highways due to the amount of snow or ice, the number and type of storms, multiple storms in close proximity to each other or as deemed necessary by the Street Emergency Coordinator. City Manager.

(3) The provisions of paragraph (H) (1) above, shall be immediately effective upon the posting of a notice in city hall by the Street Emergency Coordinator that such emergency is in effect, and upon the announcement of such snow or ice emergency in public media, in a newspaper or radio station that disseminates news within the city.

(4) Any person who owns or is in the control of a vehicle that is in violation of this section shall be subject to fines and costs set forth in section 70.010, in accordance with this chapter, and such motor vehicle may be removed from the city street or highway by the city police department or its authorized designee, with the costs of such removal paid by the owner or person in control of the vehicle.

(5) Appropriate signs shall be posted at all entrances to the city in conformance with applicable state statutes pertaining thereto.

RECOMMENDATION: Staff recommends that a public hearing be set for January 4, 2016 to hear comments on an Ordinance amending § 70.008, PARKING REGULATIONS and § 70.010 PARKING VIOLATIONS.

FISCAL EFFECTS: None at this time.

ALTERNATIVES: As suggested by Council.

CITY GOAL CLASSIFICATION:

323 W. Michigan Ave.

Marshall, MI 49068

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cityofmarshall.com

GOAL AREA 2. QUALITY OF LIFE

Goal Statement: To achieve and sustain a concentrated effort to promote a vibrant community atmosphere in the Marshall area.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Tom Tarkiewicz".

Tom Tarkiewicz
City Manager

ORDINANCE NO. 2016-

AN ORDINANCE AMENDING § 70.008, PARKING REGULATIONS;

WHEREAS, the City of Marshall, Michigan has previously enacted an ordinance pertaining to the parking of motor vehicles on City streets and parking lots; and

WHEREAS, the Marshall City Council recognizes a need to have parked vehicles removed from City streets to facilitate the removal of ice and snow from City streets;

NOW, THEREFORE,

THE CITY OF MARSHALL ORDAINS that Section 70.008 of the Marshall City Code is hereby amended as set forth herein. Paragraph (H) *Snow and ice emergencies* is hereby added:

(H) *Snow and ice emergencies.*

(1) The City Manager or an authorized representative is hereby appointed as the Street Emergency Coordinator. If, in the judgment of the Street Emergency Coordinator, a snow or ice emergency exists, the parking or standing of a motor vehicle on a public street or highway in the city shall be prohibited during the term of such emergency.

(2) A snow or ice emergency shall be deemed to exist when snow or ice, or a combination thereof, hinders the proper removal of accumulated snow and ice from city streets or highways due to the amount of snow or ice, the number and type of storms, multiple storms in close proximity to each other or as deemed necessary by the Street Emergency Coordinator. City Manager.

(3) The provisions of paragraph (H) (1) above, shall be immediately effective upon the posting of a notice in city hall by the Street Emergency Coordinator that such emergency is in effect, and upon the announcement of such snow or ice emergency in public media, in a newspaper or radio station that disseminates news within the city.

(4) Any person who owns or is in the control of a vehicle that is in violation of this section shall be subject to fines and costs set forth in section 70.010, in accordance with this chapter, and such motor vehicle may be removed from the city street or highway by the city police department or its authorized designee, with the costs of such removal paid by the owner or person in control of the vehicle.

(5) Appropriate signs shall be posted at all entrances to the city in conformance with applicable state statutes pertaining thereto.

REPEALER

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect, and the City Of Marshall City Code shall remain in full force and effect, amended only as specified above.

SEVERABILITY

If any section, clause or provision of this Ordinance shall be declared to be unconstitutional, void, illegal or ineffective by any Court of competent jurisdiction, such section, clause or provision declared to be unconstitutional, void or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force and effect.

SAVINGS

All proceedings pending and all rights and liabilities existing, acquired, or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force when they were commenced.

EFFECTIVE DATE

The provisions of this Ordinance are hereby ordered to take effect on the date provided by applicable law following publication.

ENACTMENT

This ordinance is declared to have been enacted by the City Council of the City of Marshall at a meeting called and held on the ___ day of _____, 2016, and ordered to be given publication in the manner prescribed by law.

AYES:

NAYES:

ABSTENTIONS:

STATE OF MICHIGAN

COUNTY OF CALHOUN

I, the undersigned, the qualified and acting City Clerk of the City of Marshall, Calhoun County, Michigan, do certify that the foregoing is a true and complete copy of the ordinance adopted by the City Council of the City of Marshall at a meeting called and held on the ___ day of _____, 2016, the original of which is on file in my office.

Adopted:

Published:

ORDINANCE NO. 2016-

AN ORDINANCE AMENDING § 70.010, PARKING VIOLATIONS;

WHEREAS, the City of Marshall, Michigan has previously enacted an ordinance pertaining to the parking of motor vehicles on City streets and parking lots; and

WHEREAS, the Marshall City Council has adopted an ordinance prohibiting the parking of motor vehicles on City streets during a snow and ice emergencies;

NOW, THEREFORE,

THE CITY OF MARSHALL ORDAINS that Section 70.010 of the Marshall City Code is hereby amended as set forth herein. To paragraph (C) *Schedule of Fines Payable to Parking Violations Bureau* is hereby added:

(C) *Schedule of Fines Payable to Parking Violations Bureau.*

Violation	Fine		
	Paid in Seven Days or Less	Paid After Seven Days	Paid after 30 Days
Vehicle standing or parking on city street during declared snow or ice emergency.	\$25	\$30	\$50

REPEALER

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect, and the City Of Marshall City Code shall remain in full force and effect, amended only as specified above.

SEVERABILITY

If any section, clause or provision of this Ordinance shall be declared to be unconstitutional, void, illegal or ineffective by any Court of competent jurisdiction, such section, clause or provision declared to be unconstitutional, void or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force and effect.

SAVINGS

All proceedings pending and all rights and liabilities existing, acquired, or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force when they were commenced.

EFFECTIVE DATE

The provisions of this Ordinance are hereby ordered to take effect on the date provided by applicable law following publication.

ENACTMENT

This ordinance is declared to have been enacted by the City Council of the City of Marshall at a meeting called and held on the ___ day of _____, 2016, and ordered to be given publication in the manner prescribed by law.

AYES:

NAYES:

ABSTENTIONS:

STATE OF MICHIGAN

COUNTY OF CALHOUN

I, the undersigned, the qualified and acting City Clerk of the City of Marshall, Calhoun County, Michigan, do certify that the foregoing is a true and complete copy of the ordinance adopted by the City Council of the City of Marshall at a meeting called and held on the ___ day of _____, 2016, the original of which is on file in my office.

Adopted:

Published:

CALL TO ORDER

IN REGULAR SESSION Monday, November 16, 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: Gerten, McNeil, Metzger, Miller, Mayor Reed, Schurig, and Williams.

Also Present: City Manager Tarkiewicz and Clerk Nelson.

Absent: None.

INVOCATION/PLEDGE OF ALLEGIANCE

Kris Tarkiewicz of Family Bible Church gave the invocation and Mayor Reed led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Metzger, supported Williams, to approve the agenda with the addition of the Michigan South Central Power Agency invoice in the amount of \$630,248.51, item 7E. Schedule Public Hearing for the Designation of an Obsolete Property District, and item 12D. Vehicle Purchase. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

Moved Miller, supported McNeil, to approve the Consent Agenda:

- A. Schedule a public hearing for Monday, December 7, 2015 to hear public comment on the Rental Rehabilitation Grant as required by MSHDA;
- B. Approve Traffic Control Order #100, which will allow for "NO PARKING" signs to be installed in the area north and south of the traffic island on the east and west side of the roadway on Ventura Way;
- C. Minutes of the City Council Work Session and Regular Session held on Monday, November 2, 2015;
- D. Approve city bills in the amount of \$ 1,100,165.73;
- E. Schedule a public hearing for Monday, December 7, 2015 to hear public comment on designating 101 W. Michigan Avenue as an Obsolete Property Rehabilitation District (OPRD).

On a roll call vote – ayes: Gerten, McNeil, Metzger, Miller, Mayor Reed, Schurig, and Williams; nays: none. **MOTION CARRIED.**

PRESENTATIONS AND RECOGNITION

A. 2015 Comprehensive Annual Financial Audit:

Joe Verlin of Gabridge & Co., presented the 2015 Comprehensive Annual Financial Audit (CAFR) Report for the City of Marshall for the year ending June 30, 2015.

Moved Williams, supported Miller, to accept the 2015 Audit Report as presented. On a voice vote – **MOTION CARRIED.**

B. Sister City Presentation:

2015 Sister City delegates Kathy Miller, Faye Berry, Jim Youngdahl, and Velma Weston spoke regarding their recent experiences in Japan.

C. Farmer's Market Presentation:

Lynn Meserve presented the 2015 Marshall Area Farmer's Market Annual Report.

Moved Metzger, supported Schurig, to accept the 2015 Marshall Area Farmer's Market Annual Report as presented. On a voice vote – **MOTION CARRIED.**

INFORMATIONAL ITEMS

None.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

None.

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. Professional Engineering for North Drive Reconstruction and Monroe Street Paving:

Moved Williams, supported Gerten, to approve the proposal from Civil Engineers, Inc. of Battle Creek for Engineering Design Services for the North Drive Reconstruction and Monroe Street paving in an amount, not to exceed, \$17,442 plus an additional \$1,970 for a total of \$19,412, should sidewalk on the north side of North Drive be deemed feasible. Construction Services will not be awarded as City Staff shall obtain the training to complete the Field Manager work required by MDOT. It is recommended to award construction staking in an amount, not to exceed \$9,996 as part of this contract. On a roll call vote – ayes: McNeil, Metzger, Miller, Mayor Reed, Schurig, Williams, and Gerten; nays: none. **MOTION**

CARRIED.

B. Professional Engineering Services – Bridge Replacement on South Marshall Avenue:

Moved Metzger, supported Schurig, to approve the fee from DLZ of Lansing for Professional Engineering Services for the bridge replacement on South Marshall Avenue in an amount not to exceed \$39,602.36. On a roll call vote – ayes: Miller, Mayor Reed, Schurig, Williams, Gerten, McNeil, and Metzger; nays: none.
MOTION CARRIED.

C. MSHDA Grant Submission:

Moved Williams, supported Metzger, to approve the request for staff to apply for the Rental Rehabilitation Grant through the Michigan State Housing Development Authority (MSHDA). On a voice vote - **MOTION CARRIED.**

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2015 – 33**

Approval of Submittal of MSHDA Grant Application

WHEREAS, affordable housing has been a goal of the City of Marshall, and is listed in the Master Plan and the Downtown Development Authority Plan, and;

WHEREAS, the City of Marshall, states that safe and affordable rental housing is a definite need in the City, and;

WHEREAS, the second, third, and fourth floors of the buildings located in the downtown are currently being underutilized, as it has been and continues to be very cost prohibitive to rehab these structures, and;

WHEREAS, if approved, a grant from the Michigan State Housing Development Authority would help to meet the housing needs in the City, while offering assistance to downtown property owners, and;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Marshall supports the proposed Rental Rehabilitation Program for the downtown, and;

BE IT FURTHER RESOLVED that the City Council of the City of Marshall hereby approves the submission of the grant application to the Michigan State Housing Development Authority.

Ayes: Gerten, McNeil, Metzger, Miller, Mayor Reed, Schurig, and Williams.

Nays: None.

Dated: November 16, 2015

Trisha Nelson, City Clerk

I, Trisha Nelson, hereby certify that the above Resolution No. #2015-33 was adopted by the Marshall City Council at a Regular Meeting of the Council held on November 16, 2015.

Trisha Nelson, City Clerk

D. 2016 Chevrolet Impala Vehicle Purchase:

Moved Miller, supported Schurig, to rescind the authorization to purchase a 2016 Chevy Impala from Berger Chevrolet of Grand Rapids and authorize the purchase from Caron Chevrolet of Marshall in the amount of \$24,829.50. On a roll call vote – ayes: Miller, Mayor Reed, Schurig, Williams, Gerten, McNeil, and Metzger; nays: none. **MOTION CARRIED.**

APPOINTMENTS/ELECTIONS

A. Marshall Area Farmer’s Market Advisory Board:

Moved Miller, supported Gerten, to approve the appointment of Kevin Herschock to the Marshall Area Farmer’s Market Advisory Board with a term expiring October 20, 2018. On a voice vote – **MOTION CARRIED.**

B. Planning Commission Appointment:

Moved Metzger, supported Williams, to approve the appointment of Jim Dyer to the Planning Commission with a term expiring November 1, 2018. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

COUNCIL AND MANAGER COMMUNICATIONS

ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

Jack Reed, Mayor

Trisha Nelson, City Clerk

User: ctanner
DB: Marshall

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
21036	A-1 AUTO GLASS	AMORTHANE SPRAY ON BED LINER	375.00
30900	ACTRON INTEGRATED SEC	QUARTERLY MONITORING FEES	330.00
9931563637	AIRGAS USA LLC	CYLINDER RENTAL	99.70
1952749	AIRNAV, LLC	RENEWAL OF BASIC LISTING ON AIRNAV.COM	52.00
F05121	AIS CONSTRUCTION EQUI	FLEX PINS, SHANKS	73.39
SCL 10011190	ALEXANDER CHEMICAL CO	DEPOSIT REFUND	(225.00)
SLS 10039832	ALEXANDER CHEMICAL CO	CHLORINE, HYDROFLUOSILICIC ACID	2,279.00
SLS 10039711	ALEXANDER CHEMICAL CO	CHLORINE AND SULFUR DIOXIDE	1,172.00
7199	ALL RAILROAD SERVICES	2015/2016 ELECTRIC LINE CLEARANCE - TRE	4,301.10
7184	ALL RAILROAD SERVICES	2015/2016 ELECTRIC LINE CLEARANCE - TRE	4,374.00
7152	ALL RAILROAD SERVICES	2015/2016 ELECTRIC LINE CLEARANCE - TRE	4,374.00
7133	ALL RAILROAD SERVICES	2015/2016 ELECTRIC LINE CLEARANCE - TRE	4,374.00
9179898	ALTEC INDUSTRIES INC	HOSE SET	(62.45)
13-953517	ARROW UNIFORM	CUST #010198-06	31.23
13-953518	ARROW UNIFORM	CUST #010198-05	20.00
13-953514	ARROW UNIFORM	CUST #010198-04	51.42
13-953509	ARROW UNIFORM	CUST #010198-01	27.47
13-938018	ARROW UNIFORM	CUST #010198-04	51.42
13-938021	ARROW UNIFORM	CUST #010198-06	31.23
13-945728	ARROW UNIFORM	CUST #010198-05	20.00
13-945719	ARROW UNIFORM	CUST #010198-01	27.47
13-945724	ARROW UNIFORM	CUST #010198-04	51.42
13-945727	ARROW UNIFORM	CUST #010198-06	31.23
13-938017	ARROW UNIFORM	CUST #13-938017	54.25
13-938020	ARROW UNIFORM	CUST #01019-03	143.71
13-945723	ARROW UNIFORM	CUST #010198-02	54.25
13-945726	ARROW UNIFORM	CUST #010198-03	224.71
13-938013	ARROW UNIFORM	CUST #010198-01	27.47
13-938022	ARROW UNIFORM	CUST #010198-05	20.00
13-961301	ARROW UNIFORM	CUST #010198-06	31.23
13-961302	ARROW UNIFORM	CUST #010198-05	20.00
13-961298	ARROW UNIFORM	CUST #010198-04	51.42
13-961294	ARROW UNIFORM	CUST #010198-01	27.47
13-961297	ARROW UNIFORM	CUST #010198-02	54.25
13-961300	ARROW UNIFORM	CUST #010198-03	158.05
13-953513	ARROW UNIFORM	CUST #010198-02	54.25
13-953516	ARROW UNIFORM	CUST #010198-03	183.55
388-188023	AUSTIN-BATTERIES PLUS	150W HPS BULB	289.90
388-106029-02	AUSTIN-BATTERIES PLUS	150W HPS BULB	57.98
388-106004-01	AUSTIN-BATTERIES PLUS	COUNCIL CHAMBER BULBS	151.98
388-106029-01	AUSTIN-BATTERIES PLUS	1000W HPS BULBS	199.98
388-106024-01	AUSTIN-BATTERIES PLUS	EXIT SIGN BATTERIES	224.75
225-383341	AUTO VALUE MARSHALL	BOOSTER CABLES	47.99
225-382690	AUTO VALUE MARSHALL	SWITCH	47.49
225-383273	AUTO VALUE MARSHALL	ROLOC DISC	13.14
225-382449	AUTO VALUE MARSHALL	SUPPLIES	40.67
225-382779	AUTO VALUE MARSHALL	PRESTONE DE ICER	29.94
225-382128	AUTO VALUE MARSHALL	FLAT WIPER BLADE	29.98
225-382964	AUTO VALUE MARSHALL	HALOGEN CAPSULE	13.58
225-382635	AUTO VALUE MARSHALL	LIGHTBAR SPOT FL	381.38
225-382005	AUTO VALUE MARSHALL	RV PLUG 9 WAY	15.34
225-382001	AUTO VALUE MARSHALL	OIL DRAIN	537.89
225-382733	AUTO VALUE MARSHALL	75W90, 10W30, GEAR OIL	54.54
225-383676	AUTO VALUE MARSHALL	POWERATED BELT, COUPLER SAFE PIN, SAFET	29.14
104113	B S & A SOFTWARE	ANNUAL SUPPORT	7,967.00
110615	BAKER TOOL RENTAL & S	MINI EX,	225.00
236638-IN	BEAVER RESEARCH CO	BOLT BUSTER, CLEANER	281.02
237569-IN	BEAVER RESEARCH CO	TOWELS	120.00
237493-IN	BEAVER RESEARCH CO	TOWELS	155.00
114703	BLUETARP FINANCIAL IN	IMPACT WRENCH, SAWZALL	288.00
80503	BOSHEARS FORD SALES I	2008 CHEVY G3500	325.10
110515	BRUTSCHE CONCRETE PRO	CONCRETE	132.08
5007-000014223	C & C LANDFILL	GARBAGE TO LANDFILL	100.67
5007-000014186	C & C LANDFILL	MH SERVICES	73.19
3125	CB HALL ELECTRIC COMP	MRLEC	1,497.50
3127	CB HALL ELECTRIC COMP	CITY HALL BREAK ROOM LIGHTS	395.00
3131	CB HALL ELECTRIC COMP	HALLWAY WELCOME CENTER LITES	130.00
ZT71313	CDW GOVERNMENT	ADOBE ACROBAT STANDARD DC 2015 - FOR PO	890.08
83217	CHAPMAN'S NURSERY & L	SEEDING AT KETCHUM PARK, SHEARMAN PARK,	800.00
15-0173131	CITY OF ALBION	INTERNET	127.49
2015-367	CLEARZONING	CITY OF MARSHALL MASTER PLAN UPDATE	2,130.00
10964	COBAN TECHNOLOGIES	MICROPHONE POUCH	37.00
56404	COGITATE INC	MMS STATE TRUNKLINE SUPPORT	155.00
2015EE0183	CONSOLIDATED FLEET SE	UNIT DEC 41 SMEAL, WATERWAY PRESSURE TE	1,124.50
89554	CRT, INC	OFFICE 2013 HOME & BUS PKC	199.00
89553	CRT, INC	PRINTER	489.00
89388	CRT, INC	GIS SPECIALIST COMPUTER	1,962.00
89505	CRT, INC	HIGH END GIS COMPUTER W/2 MONITORS	2,079.00
89389	CRT, INC	HARD DRIVE 146GB	142.00

APPROVAL LISTING FOR CITY OF MARSHALL
 EXP CHECK RUN DATES 12/10/2015 - 12/24/2015
 UNJOURNALIZED OPEN
 BANK CODE: MAIN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
89506	CRT, INC	WARRANTY POST 24X7X1YR ONSITE HP	1,091.00
89450	CRT, INC	CLOUD STORAGE MONTHLY BILLING	606.62
131742	D & D MAINTENANCE SUP	JANITORIAL SUPPLIES	100.80
131776	D & D MAINTENANCE SUP	JANITORIAL SERVICE AT PARKS	315.52
131860	D & D MAINTENANCE SUP	JANITORIAL SERVICES AT DPW	140.00
131608	D & D MAINTENANCE SUP	JANITORIAL SUPPLIES	99.50
131777	D & D MAINTENANCE SUP	PSB JANITORIAL SERVICES 10/5/15--11/01/	160.00
131775	D & D MAINTENANCE SUP	JANITORIAL SERVICES OCTOBER 2015	4,454.67
131774	D & D MAINTENANCE SUP	JANITORIAL SERVICES - CONSTRUCTION CLEA	5,909.00
83086	DADOW POWER EQUIPMENT	GASKET, OIL SEAL	9.74
473997	DARLING ACE HARDWARE	B&C OIL	5.89
476284	DARLING ACE HARDWARE	QUICK LINK, CLEVIS FARM SCREW PIN	18.98
475887	DARLING ACE HARDWARE	PACKING SHEET	4.99
476296	DARLING ACE HARDWARE	SNAP 2ENDBOLT IRON	5.98
476259	DARLING ACE HARDWARE	LOCK KEYSAFE, RETURNED KEYPAD ENTRY	(97.00)
466052	DARLING ACE HARDWARE	SAT NICK KEYPAD ENTRY	129.99
473663	DARLING ACE HARDWARE	PAINT SUPPLIES	39.86
474579	DARLING ACE HARDWARE	PHLP PN SLFDRS	12.98
473051	DARLING ACE HARDWARE	JOINT PASTE, CLAMP	8.95
472552	DARLING ACE HARDWARE	THERMOMETER W/HUMIDITY	8.99
475121	DARLING ACE HARDWARE	SUPPLIES	65.76
474875	DARLING ACE HARDWARE	CM ADAPTOR SET	22.99
475972	DARLING ACE HARDWARE	COMP UNION	4.99
475678	DARLING ACE HARDWARE	BOX JUNCTION	29.98
475992	DARLING ACE HARDWARE	APRON CHAPS	89.99
475978	DARLING ACE HARDWARE	NUTS, BOLTS, FASTENERS	12.36
475987	DARLING ACE HARDWARE	FILLER CAP	5.49
475791	DARLING ACE HARDWARE	KNIFE SNAPBLADE	3.96
473746	DARLING ACE HARDWARE	PLUMBING SUPPLIES	25.58
476466	DARLING ACE HARDWARE	EXT CORD, SAWZALL BLADE	30.98
476594	DARLING ACE HARDWARE	CHAIN	18.99
476944	DARLING ACE HARDWARE	EXTN CORD, 18GA WIRE	26.48
476910	DARLING ACE HARDWARE	LED C6 MULTI 50CT	3.79
473610	DARLING ACE HARDWARE	DOUBLE CUT BLACK HEADED K	5.98
30770	DAVIS & STANTON	UNIFORM COMMENDATION BARS	124.00
111315	DEFOREST BROTHERS CON	REPLACE SIDEWALK & DRIVEWAY	1,800.00
11/13/15	DEFOREST BROTHERS CON	ROMA'S SIDEWALKS	1,148.10
C58161	DITCH WITCH SALES OF	ELEMENTS, FILTERS	166.26
37256	DOUGLASS SAFETY SYSTE	50' HOSES - RED & ORANGE	1,060.00
3155797	EDWARDS INDUSTRIAL SA	IDLER SPROCKET THICKENER	22.30
3155264	EDWARDS INDUSTRIAL SA	RDT PARTS	25.02
16-10359	EMPLOYEE DATA FORMS O	EMPLOYEE DATA CALENDARS	23.00
MIMA162749	FASTENAL COMPANY	NUTS & WEDGE ANCHORS	115.67
MIMA162795	FASTENAL COMPANY	DRILL BIT	12.98
MIMA163047	FASTENAL COMPANY	SHEAR PINS	2.05
MIMA162916	FASTENAL COMPANY	RUBBER STRAPS	4.65
MIMA161934-CF	FASTENAL COMPANY	CREDIT	(4.20)
MIMA162023-CR	FASTENAL COMPANY	DUPLICATE PAYMENT OF MIMA162023	(32.79)
MIMA160171	FASTENAL COMPANY	SUPPLIES	176.66
MIMA160137	FASTENAL COMPANY	SUPPLIES	398.90
MIMA163027	FASTENAL COMPANY	SUPPLIES	37.94
MIMA162716	FASTENAL COMPANY	HANDWASH	45.96
MIMA163059	FASTENAL COMPANY	STEEL BANDED EARMUFF	71.72
952229	FIRST ADVANTAGE	MH SERVICES	68.75
2502661510	FIRST ADVANTAGE LNS O	DRUG TEST	46.00
52115-IN	FLIGHT LIGHT INC	QUOTE # 0049917 - (CORD SET, BULBS, FU	552.18
GT214-4	GAWNE TRUCKING INC	BIOSOLIDS HAULING	29,070.00
108788061	GLOBAL EQUIPMENT COMP	BOLLARD COVERS FOR PARKING LOTS	141.89
755149952	GORDON FOOD SERVICE I	REFRESHMENTS FOR CRAZY FOR THE KAZOO	286.64
142001-2015	GOVERNMENT FINANCE OF	JON BARTLETT (NEW FINANCE DIRECTOR) 300	170.00
9891834070	GRAINGER	DIGITAL THERMOMETER	53.25
9881117221	GRAINGER	ELECTROMECHANICAL TIMER, TRIPPER	127.46
5723	GRONDIN PRINTING & AW	LAB BENCH SHEETS	184.00
20150674	GRP ENGINEERING INC	10/5/15 TO 11/01/15 BREWER ST SUBSTATIO	10,000.00
17290114	GUARDIAN ALARM	ALARM MONITORING AT MRLEC 10/02/15--05/	215.81
17329264	GUARDIAN ALARM	ALARM MONITORING AT MH	36.31
9673707	HACH COMPANY	LAB SUPPLIES	410.52
9675718	HACH COMPANY	AMMONIA	104.90
100243-1115	HERITAGE CLEANERS	CLEANING	227.60
77374	HERMANS MARSHALL HARD	PULL CHAIN	3.99
77318	HERMANS MARSHALL HARD	THERMOSTAT, PEEPHOLE	25.23
77466	HERMANS MARSHALL HARD	KEYS	62.25
77153	HERMANS MARSHALL HARD	GLUE, PROPANE TANKS	23.95
77447	HERMANS MARSHALL HARD	SCREWDRIVERS	7.98
77136	HERMANS MARSHALL HARD	INSULATOR	5.97
77066	HERMANS MARSHALL HARD	BATTERIES	17.99
77363	HERMANS MARSHALL HARD	SAWZALL BLADES	11.68
77390	HERMANS MARSHALL HARD	PAINT, MURATIC AC20, SNAPS, SHUT OFF	87.26
77404	HERMANS MARSHALL HARD	AIR FILTERS, DUCT TAPE	29.31

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
77021	HERMANS MARSHALL HARD	SCREWS, PHN CORD, THREAD TAPE, TAPCON S	280.76
77459	HERMANS MARSHALL HARD	BOLTS, LOCK WASHERS, NUTS	7.92
77200	HERMANS MARSHALL HARD	9 VOLTS	11.49
77156	HERMANS MARSHALL HARD	KEYS, KEY RINGS	11.08
77477	HERMANS MARSHALL HARD	RAKE, EXPANDING FOAM	19.28
77480	HERMANS MARSHALL HARD	CUTTING WHEEL, EXPANDING FOAM	29.52
77457	HERMANS MARSHALL HARD	FITTING	3.99
77460	HERMANS MARSHALL HARD	CHAIN	8.97
77164	HERMANS MARSHALL HARD	SHOVELS	49.98
1901801014121	INTERSTATE ALL BATTER	BATTERIES	901.75
1-207917	INTERSTATE BILLING SE	EXCAVATOR FOR ROMA'S	1,457.50
110515	ISAAC & SONS	ANNUAL CARPET AND CHAIR CLEANING	1,665.50
111015	ISAAC & SONS	ANNUAL CARPET AND CHAIR CLEANING	1,915.00
99276	J & K PLUMBING SUPPLY	SUPPLIES	38.01
99318	J & K PLUMBING SUPPLY	STRAP WRENCH	7.73
99215	J & K PLUMBING SUPPLY	THREAD SEAL COMPOUND	9.82
99246	J & K PLUMBING SUPPLY	SUPPLIES RETURNED	(6.93)
99249	J & K PLUMBING SUPPLY	COUPLING, NIPPLE	7.10
99244	J & K PLUMBING SUPPLY	BRASS BUSH, COMP EL, COUPLING	8.09
99164	J & K PLUMBING SUPPLY	PLUG PVC	1.25
98921	J & K PLUMBING SUPPLY	NIPPLE BLK - #6 ENG REBUILD	4.59
98418	J & K PLUMBING SUPPLY	PLUMBING FITTINGS FOR COFFEE MAKER INST	2.36
98423	J & K PLUMBING SUPPLY	WATER FILTER & FITTINGS FOR COFFEE MAKE	51.36
103115-COMPOST	JIMMY'S JOHNS	COMPOST CENTER SERVICES	85.00
6262	JS BUXTON	BULK LIME	1,098.23
511150	KAR LABORATORIES INC	CYANIDE ANALYSIS	50.00
511151	KAR LABORATORIES INC	MERCURY ANALYSIS	260.00
510629	KAR LABORATORIES INC	CYANIDE ANALYSIS	50.00
510949	KAR LABORATORIES INC	CYANIDE ANALYSIS	100.00
510950	KAR LABORATORIES INC	NPDES PERMIT TESTING	1,005.00
7517	KELLOGG'S REPAIR	TIRE-S	34.75
7500	KELLOGG'S REPAIR	LIFT SPRINGS-S	221.00
7443	KELLOGG'S REPAIR	IGN SWITCH-N	95.15
7620	KELLOGG'S REPAIR	TIRE-N	77.00
7365	KELLOGG'S REPAIR	FUEL CAP-N	14.41
7285	KELLOGG'S REPAIR	PTO BELTS	32.50
7283	KELLOGG'S REPAIR	PTO BELTS	38.50
7280	KELLOGG'S REPAIR	HYDRO FILTER, OIL FILTER	37.40
7123	KELLOGG'S REPAIR	HALF SHAFT	87.65
7059	KELLOGG'S REPAIR	DECK CHUTE, BLADE	147.05
565706	KENNEDY INDUSTRIES IN	LYON LAKE LS PUMP REPLACEMENT	3,710.00
565313	KENNEDY INDUSTRIES IN	FOUNTAIN ST LIFT STATION PUMP REPAIR	6,875.00
565705	KENNEDY INDUSTRIES IN	LYON LAKE LS PUMP REPLACEMENT	5,260.00
565704	KENNEDY INDUSTRIES IN	LYON LAKE LS PUMP REPLACEMENT	5,260.00
565707	KENNEDY INDUSTRIES IN	LYON LAKE LS PUMP REPLACEMENT	5,260.00
INV166929	KERR PUMP AND SUPPLY	#6 ENGINE PUMP	1,365.00
15-185410	KNOX COMPANY	HIGH SECURITY KEY BOXES	327.00
201574.00-2151083	LAWSON-FISHER ASSOCIA	GENERAL DAM SAFETY CONSULTING	400.05
1037319	LEGG LUMBER	PAINTED SCREWS	13.00
10951	LEWEY'S SHOE REPAIR	SCOTT MCDONALD'S BOOT ALLOWANCE	140.05
9320	LOUIE'S BAKERY	DONUT HOLES	120.00
3	M.C. SMITH ASSOCIATES	FIRE ALARM SYSTEM UPGRADE AT MH	350.00
2-ELEVATOR	M.C. SMITH ASSOCIATES	MH ELEVATOR MODERNIZATION	1,080.00
15746	MARSHALL TIRE CITY	NEW TIRES 2008 CHEVY SILVERADO	837.71
15981	MARSHALL TIRE CITY	4 TIRES	531.96
15606	MARSHALL TIRE CITY	4 NEW TIRES	578.60
15747	MARSHALL TIRE CITY	4 TIRES	531.70
7262	MARSHALL WELDING & FA	RPLC HEX DRIVE SHAFT IN AUGERS FOR LEAF	775.00
IN14313	MESSICK'S	PADDLE SETS	455.13
2016	MICHIGAN ASSOC OF MUN	2016 MEMBERSHIP TRISHA NELSON	60.00
300000296	MICHIGAN ASSOCIATION	JOSHUA LANKERD ACTIVE MEMBERSHIP	100.00
200000293	MICHIGAN ASSOCIATION	2016 WIN CONFERENCE - JAMES SCHWARTZ	255.00
12668-A	MICHIGAN MUNICIPAL LE	2016 CDL CONSORTIUM FEES	2,030.00
A20443	MIRATECH	ENGINE #5- LABOR AND MATERIALS TO BRING	56,385.00
A20506	MIRATECH	ENGINE #5- LABOR AND MATERIALS TO BRING	6,265.00
C15288505	MSC INDUSTRIAL SUPPLY	RED MARKING PAINT, SURVEYORS VEST	226.36
427726	NAPA OF MARSHALL	LATITUDE BLADE	21.98
427725	NAPA OF MARSHALL	LATITUDE BLADES	21.58
427685	NAPA OF MARSHALL	LATITUDE BLADES	43.56
363888	NORTH CENTRAL LABORAT	LABORATORY SUPPLIES	1,943.57
526398	NYE UNIFORM COMPANY	SHIRT	49.77
527720	NYE UNIFORM COMPANY	SHIRTS	325.24
527028	NYE UNIFORM COMPANY	BELT KEEPERS, DUTY BELT, SAFARILAND BEL	108.00
530211	NYE UNIFORM COMPANY	STREAMLIGHT FLASHLIGHT	892.99
70000	O'LEARY WATER CONDITI	COOLER RENTAL, WATER DELIVERED	58.00
3249	OERTHERS	STRAW BALES, MULCH, GRASS SEED, WIND CH	687.13
34639CM	OFFICE 360	TONER	(323.99)
566159	OFFICE 360	STAPLER, TAPE & DISPENSER	6.65
566170	OFFICE 360	TONER, BATTERIES	286.97

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
567585	OFFICE 360	TONER, EXPO STARTER KIT, MARKERS, POINT	363.91
572993	OFFICE 360	INKCARTR	414.41
573006	OFFICE 360	TAPE, FILES, RPRT COVERS, CLIPBRDS, TON	595.45
573017	OFFICE 360	CLIPBRDS, STAPLER, TAPE DISPNSR, PUSHPI	31.53
575298	OFFICE 360	TONER	82.99
573419	OFFICE 360	BOOKCASE, BINDERS	329.94
1022019	ONE ON ONE FITNESS IN	FITNESS EQUIPMENT SOFT COSTS/FURNITURE	10,693.00
45467	OVERHEAD DOOR OF BATT	RPR TO GARAGE DOOR AT PSB	625.28
45926	OVERHEAD DOOR OF BATT	RPR TO GARAGE DOOR OPENER @ CITY HALL	107.00
44668	PEERLESS MIDWEST INC	ANNUAL WELL & PUMP PERFORMANCE TESTING	590.00
SQ001024	PIGEON MOUNTAIN INDUS	CONFINE SPACE ROPE	4,522.10
5972973	POWER LINE SUPPLY	GLOVES & SLEEVES - WHEATON	1,332.95
5971872	POWER LINE SUPPLY	150W LED FIXTURE	2,316.00
5971995	POWER LINE SUPPLY	400W LED FIXTURE	5,133.96
5974174	POWER LINE SUPPLY	MEDIUM PEDESTAL ENCLOSURE	538.32
5971925	POWER LINE SUPPLY	FR SWEATSHIRT - FRED'S	118.75
5971869	POWER LINE SUPPLY	MACHINE BOLT	15.23
5971875	POWER LINE SUPPLY	BUSHING STANDOFF INS	228.74
5971878	POWER LINE SUPPLY	EPOXILATOR	275.26
5971885	POWER LINE SUPPLY	U-GUARD 2"x10'	370.28
5971876	POWER LINE SUPPLY	T-BRACKET	386.18
5971886	POWER LINE SUPPLY	BRACE CROSSARM 28"	137.31
5971877	POWER LINE SUPPLY	ONE POINT CLEVIS	133.46
5971874	POWER LINE SUPPLY	5/8" X 14 M BOLT	74.52
5971873	POWER LINE SUPPLY	M BOLT	54.63
5971884	POWER LINE SUPPLY	SMALL TRANSFORMER PAD	754.50
5971871	POWER LINE SUPPLY	TRANSFORMER CURRENT 600V	597.36
5971870	POWER LINE SUPPLY	BRONZE DEADEND	539.21
5974175	POWER LINE SUPPLY	150W LED FIXTURE	2,316.00
5971883	POWER LINE SUPPLY	STRAIN INSULATOR	101.49
5971867	POWER LINE SUPPLY	M BOLTS	56.81
5971868	POWER LINE SUPPLY	200:5 CT	600.96
5974236	POWER LINE SUPPLY	WRENCH - WHEATON	26.00
5971880	POWER LINE SUPPLY	TOOLS - WHEATON	412.30
5974237	POWER LINE SUPPLY	HANDLINE CARRIER - WHEATON	3.35
5974240	POWER LINE SUPPLY	TOOLS - WHEATON	89.25
5976167	POWER LINE SUPPLY	FR GEAR, FACESHIELDS, SAFETY GEAR	447.50
5976278	POWER LINE SUPPLY	SMALL PEDESTAL ENCLOSURE	161.61
5976276	POWER LINE SUPPLY	METER SLEEVES	46.36
5976275	POWER LINE SUPPLY	M BOLT	59.51
5976277	POWER LINE SUPPLY	INSULATOR GUY STRAIN	111.50
5976274	POWER LINE SUPPLY	3 WIRE RACK	295.32
32197	PREIN & NEWHOF	ENGINEERING SERVICES FOR RICE CREEK RES	2,303.70
6946	QUALITY ENGRAVING SER	SERVICE AWARDS	1,306.00
757	QUALITY LAWN CARE	2015 LAWN MOWING AT BROOKS AIRPORT	2,135.00
RBI133450	RADIOLOGY CONSULTANTS	SPINE: LUMBAR - PRE-EMPLOYMENT	50.00
8189	REDSTONE ARCHITECTS I	EXPECTED COMPLETION OF MRLEC	5,365.36
70573591	ROSE PEST SOLUTIONS	PEST CONTROL AT MH	56.00
70577834	ROSE PEST SOLUTIONS	MATTRESS COVER 9' FULL	61.00
70577706	ROSE PEST SOLUTIONS	HEAT TREATMENT FOR BED BUGS #408	1,200.00
70577704	ROSE PEST SOLUTIONS	HEAT TREATMENT FOR BEDBUGS #402	1,200.00
106076	SMITH & LOVELESS	SWITCH SONIC START	539.48
100881	ST REGIS CULVERT INC	6" SPIRAL 20', 6" 2 PC BAND	110.64
17194	STANDARD PRINTING & O	BUSINESS CARDS - JON SKILES	51.36
17289	STANDARD PRINTING & O	DELIVERY CHARGE	7.00
17288	STANDARD PRINTING & O	DELIVERY CHARGE	7.00
17291	STANDARD PRINTING & O	DELIVERY CHARGE	7.00
17290	STANDARD PRINTING & O	DELIVERY CHARGE	7.00
8036843777	STAPLES ADVANTAGE	PRINTER FOR DART OFFICE	99.99
8036547430	STAPLES ADVANTAGE	OFFICE CHAIR, DISKS, TONER	667.51
AA 382537	STATE OF MICHIGAN - M	AERO LOC SPONSOR DEPOSIT	1,125.00
D27917	SURVALENT TECHNOLOGY	2016 GOLD SERVICE/ ANNUAL SUPPORT AND M	6,280.00
111115	TEKONSHA FIRE DEPARTM	1 SET OF USED TURNOUT GEAR	1,000.00
3055845	TOSHIBA AMERICA BUSIN	OCTOBER COPIER USAGE	13.26
72251783	ULINE	FOAM DISPENSERS, STEEL CARTS	641.10
802436	USA BLUEBOOK	PVC	46.30
777662	USA BLUEBOOK	FLOAT SWITCH	64.64
113015	WILSON'S TANNENBAUM F	2 40FT ROPING	88.00
			281,252.80

User: ctanner
DB: Marshall

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
8102266-1015	AD-VISOR & CHRONICLE	620.81		620.81
6100458-1015	AD-VISOR & CHRONICLE	ADVERTISER #6100458		507.87
103115	CAIN-DEROUIN, JULIE	TRAVEL EXPENSE REIMBURSEMENT		1,154.61
111215	CARL COMMUNICATIONS	50% OF INSTALLATION FOR MRLEC		1,150.00
11/10/2015	CASWELL, SHANNON	UB refund for account: 700500023		96.44
11/11/2015	COFFMAN, DONALD & SHE	UB refund for account: 2900560024		79.08
11/13/2015	COLE, LLOYD	UB refund for account: 2901210008		108.57
201715775510	CONSUMERS ENERGY	1000 0033 5602		669.64
601008660956	CONSUMERS ENERGY	1000 0916 3971		30.53
11/10/2015	FLEMING, MELISSA	UB refund for account: 3101050006		84.26
110315	FREDS, MATT	SCHOOL LUNCH		14.23
111115	GARZA, MINA	TEMPORARY PERMIT		30.00
1290088	GRIFFIN PEST SOLUTION	2015 PEST CONTROL AT CITY HALL; 323 W M 2015.238		33.00
11/13/2015	HARRINGTON, DIANE	UB refund for account: 801680000		1.51
11/10/2015	KARLO, LAWRENCE	UB refund for account: 800931001		3.00
11/10/2015	KENNEDY, ANN	UB refund for account: 2705680010		2.60
82130231059095-111	LOWES BUSINESS ACCOUN	821 3023 105909 5		1,673.20
11/10/2015	MARSHALL COMM CREDIT	UB refund for account: 1800460007		59.05
11/10/2015	MAYO, AUBREY THOMPKE	UB refund for account: 301870052		21.72
11/10/2015	MICHLOVITCH, DANIEL &	UB refund for account: 2104300015		28.89
790004405582930711	NEOFUNDS BY NEOPOST	7900 0440 5582 9307		3,000.00
111015	RICE, EDWARD	TRAVEL EXPENSE REIMBURSEMENT		23.88
11/10/2015	RUHL, JANE	UB refund for account: 2101100021		52.68
11/10/2015	SCHEIDLER, JOSHUA	UB refund for account: 3003250028		35.05
R-8509	STATE OF MICHIGAN	JULIE CAIN-DEROUIN RENEWAL OF ASSESSOR		175.00
CAIN-DEROUIN	STATE OF MICHIGAN	JULIE CAIN-DEROUIN PRSNL PROP EXAMNR CE		150.00
110315	SUNDBERG, KIP	SCHOOL LUNCH		14.23
9754892505	VERIZON WIRELESS	ACCT #987146080-00001		848.25
11/10/2015	WALBECK, JOHN	UB refund for account: 1101460003		1.84
43004266	WEX BANK	ACCT # 0470-00-462076-1		8,939.80
11/10/2015	WITHERSPOON, WALTER	UB refund for account: 2201900003		35.05
10058364-1015	WOW! BUSINESS	ACCT #010058364		32.97
10040269-1015	WOW! BUSINESS	ACCT #010040269		306.00
110315	ZEBOLSKY, JOEL	SCHOOL LUNCH		17.70
				20,001.46

APPROVAL LISTING FOR CITY OF MARSHALL
 EXP CHECK RUN DATES 11/20/2015 - 11/20/2015
 BOTH JOURNALIZED AND UNJOURNALIZED PAID
 BANK CODE: MAIN

User: ctanner
 DB: Marshall

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
244091	2/90 SIGN SYSTEMS	MARSHALL REGIONAL LAW ENFORCEMENT CENTE	2015.201	10,885.12
269781981511-15	A T & T	269 781-9815 267 0		2,711.02
269789901111-15	A T & T	269 789-9011 599 1		57.38
269781444711-15	A T & T	269 781-4447 749 4		212.49
269781907011-15	A T & T	269 781-9070 573 1		62.53
145970911-1015	A T & T	ACCT #145970911		65.60
Z1406436PK	AMERICAN MESSAGING	ACCT #Z1-406436		85.64
5122186	AMSTERDAM	EMPLOYEE HISTORY FOLDER		124.83
287238047810X11111	AT&T MOBILITY	ACCT #287238047810		142.34
111615	BEATTIE, AMY	ENERGY OPTIMIZATION - FURNACE		165.00
111715	BENNETT, DUANE	ENERGY OPTIMIZATION - FURNACE		165.00
111215	CLARK, DANNY	ENERGY OPTIMIZATION - LED LIGHTING		17.98
111615	CLINE, BRUCE & RITA	ENERGY OPTIMIZATION - FURNACE & A/C		365.00
202249791612	CONSUMERS ENERGY	1030 1852 1130		12.50
202249791610	CONSUMERS ENERGY	1030 1852 0884		339.18
285853	COURY, JAMES	WELDED WIRE FENCE		63.59
111715COM	CRT, INC	T-BRICKS	2016.175	11,000.00
11/19/2015	DANIEL, ADAM & KAITLY	UB refund for account: 1602800049		112.42
7018274-1115	EARTHLINK BUSINESS	ACCT #0007018274		846.40
111815	HAZEL, CHAD	MEAL REIMBURSEMENT		8.36
194913	HUB INTERNATIONAL MID	AIRPORT LIABILITY		2,750.00
73035	HUB INTERNATIONAL MID	4TH QTRLY INSTALLMENT		5,037.00
2015206078	JOSHUA DEWITT	EMR APPLICATION PAYMENT REIMBURSEMENT		65.00
111615	K & S PLUMBING	PERMIT FEE REFUND		5.00
111215	KATZ, CAROL	ENERGY OPTIMIZATION - FURNACE & A/C		350.00
111815	LYNN COOK	CDL RENEWAL		25.00
7681-1115	MARSHALL COMMUNITY CU	7681 - TARKIEWICZ		460.59
5165-1115	MARSHALL COMMUNITY CU	5165 - TRUDEAU		567.12
6996-1115	MARSHALL COMMUNITY CU	6996 - BAUER		222.91
4868-1115	MARSHALL COMMUNITY CU	4868 - RICE		221.24
1773-1115	MARSHALL COMMUNITY CU	1773 - MCCOMB		966.63
3960-1015	MARSHALL COMMUNITY CU	3960 - SCHWARTZ AUG, SEP, OCT STATEM		1,205.03
111915	MCCOMB, GREG	CIDER FOR HALLOWEEN		39.84
S3867206.001	MEDLER ELECTRIC COMPA	ELECT TAPE		89.13
S3867206.002	MEDLER ELECTRIC COMPA	ELECT TAPE		58.75
M 10-15	MICHIGAN SOUTH CENTRA	OCTOBER NATURAL GAS		142.61
111215	MOR-DALL ENTERPRISES	ENERGY OPTIMIZATION - CHILLER		3,645.50
11/12/15	ROBINSON, DEBRA	ENERGY OPTIMIZATION - FURNACE		165.00
11/19/2015	ROSEMARY DAVID REALTO	UB refund for account: 2102660006		18.71
16725	STANDARD PRINTING & O	LAMINATING,		28.76
1602400023	SUZANNE J WIRTZ	REFUND - TAX CERT PAID BY TENANT		31.68
89480000151108	TELNET WORLDWIDE	ACCT CORP-008948		1,523.29
111815	TOM TARKIEWICZ	WHAT'S BREWING BREAKFAST (3)		21.00
111815	WASHTENAW COMMUNITY C	ACT 54 TRAINING - BUILDING OFFICIAL		95.00
14226414-1015	WOW! BUSINESS	ACCT #014226414		86.82
10040764-1115	WOW! INTERNET-CABLE-P	ACCT #010040764		1,359.84
				46,623.83

User: ctanner

DB: Marshall

UNJOURNALIZED OPEN

BANK CODE: MAIN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
111915	B S & A SOFTWARE	TRAINING FOR TIM MUSSER		75.00
112015	BEARDSLEE LAW OFFICES	NOVEMBER SERVICES		1,435.50
113015	CAIN-DEROUIN, JULIE	TRAVEL EXPENSE REIMBURSEMENT		110.96
13-53-000-396-02	CITY OF MARSHALL	P/N 13-53-000-396-02		622.64
112315	CITY OF MARSHALL	PETTY CASH REIMBURSEMENT		105.92
202516766699	CONSUMERS ENERGY	1000 0916 3203		56.72
202516766701	CONSUMERS ENERGY	1000 0916 3708		59.55
202516766702	CONSUMERS ENERGY	1000 0916 3971		1,318.03
203762670599	CONSUMERS ENERGY	1030 1580 0248		244.64
205987532981	CONSUMERS ENERGY	1030 1352 1119		15.33
202783724237	CONSUMERS ENERGY	1030 0915 7670		21.96
204207658496	CONSUMERS ENERGY	1000 6710 1772		18.75
205898544147	CONSUMERS ENERGY	1000 0759 4680		96.97
202516766700	CONSUMERS ENERGY	1000 0916 3435		284.99
205097563823	CONSUMERS ENERGY	1000 7224 3312		100.83
16725	HOCH-MELLUISH, PATTI	BROOKS NATURE AREA OPEN HOUSE SUPPLIES		28.76
57	MAGIC MAIDS	NOVEMBER CLEANING		1,400.00
56	MAGIC MAIDS	CLEAN APTS 201, 407, 419		300.00
4562-1115	MARSHALL COMMUNITY CU	4562 - DEAN		44.13
3225-1115	MARSHALL COMMUNITY CU	3225 - RAMEY		415.13
				6,755.81



ADMINISTRATIVE REPORT
DECEMBER 7, 2015 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members

FROM: Natalie Dean, Director/Assistant City Manager
Tom Tarkiewicz, City Manager

SUBJECT: Public Hearing to Disseminate Information on Rental Rehabilitation Grant as required by MSHDA

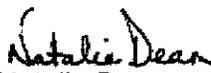
BACKGROUND: Pertaining to the Rental Rehabilitation Grant being sought for 3 buildings downtown (131 W. Michigan, 102 E. Michigan, and 209 E. Michigan), MSHDA requires that the City legislative body hold a public hearing on proposed activities. During the public hearing, the City's third party administrator, Revitalize LLC and staff will describe the proposed activities, how the grant will be funded, verification that the grant was submitted and the requested amount of federal funds. Also according to MSHDA requirements, discussion will be held on how the proposed activity will benefit people with low and moderate income renting at 131 W. Michigan, 102 E. Michigan, and 209 E. Michigan, and the general nature of the activities associated with this grant.

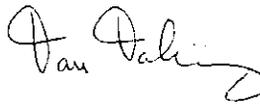
RECOMMENDATION: After hearing information and public comment, staff recommends that City Council endorse the City of Marshall's participation in the Rental Rehabilitation Grant offered through MSHDA.

FISCAL EFFECTS: None at this time.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,


Natalie Dean
Director/Assistant City Manager


Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com



ADMINISTRATIVE REPORT
December 7, 2015- CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members
FROM: Natalie Dean, Director/Assistant City Manager
Tom Tarkiewicz, City Manager
SUBJECT: Public hearing to designate 101 W. Michigan Ave., parcel # 53-001-005-00, aka. "Cronin Building", as an Obsolete Property Rehabilitation District (OPRD)

BACKGROUND: The Cronin Building at 101 W. Michigan Ave. is currently being rehabilitated by Urban Concepts. The City's development agreement with Urban Concepts stipulated that the City would agree to designate the parcel, building, and improvements as an Obsolete Property Rehabilitation District (OPRD) under the Obsolete Property Rehabilitation Act (OPRA). Under the OPRA act, the first step in this process is for Council to declare an OPRD and hold a public hearing to gather comment. Once the resolution is signed and the district is established, the owner will file an application with the clerk and the matter will come before Council again to set another public hearing on the application. Ultimately, the application is filed with the state.

RECOMMENDATION: After hearing public comment, staff recommends that City Council pass the resolution to designate 101 W. Michigan Ave. (parcel # 53-001-005-00) as an Obsolete Property Rehabilitation District (OPRD).

FISCAL EFFECTS: None at this time.

ALTERNATIVES: As suggested by Council.

CITY GOAL CLASSIFICATIONS:

GOAL AREA I. ECONOMIC DEVELOPMENT

Goal Statement: Sustain and intensify the economic vitality of the Marshall area.

GOAL AREA 3. HOUSING DEVELOPMENT

Goal Statement: Provide for progressive, diverse and unique housing opportunities.

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

Respectfully submitted,

Natalie Dean
Director/Assistant City Manager

Tom Tarkiewicz
City Manager

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2015-**

RESOLUTION TO ESTABLISH A COMMERCIAL REDEVELOPMENT DISTRICT

Minutes of a December 7, 2015 meeting of the City Council of the City of Marshall, held on December 7, 2015 at City Hall, 323 W. Michigan Ave. in Marshall, Michigan at 7:00 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____, and supported by _____.

Resolution #2015- ## Establishing a Commercial Redevelopment District

WHEREAS, pursuant to PA 255 of 1978, the Marshall City Council has the authority to establish "Commercial Redevelopment Districts" within the City of Marshall at request of a commercial business enterprise or on its own initiative, and;

WHEREAS, the City of Marshall is creating the establishment of the Commercial Redevelopment District for an area in the vicinity of 101 W. Michigan Ave. located in the City of Marshall hereinafter described; and

WHEREAS, the City Council of the City of Marshall determined that the district meets the requirements set forth in section 5 of PA 255 of 1978; and

WHEREAS, written notice has been given by certified mail to all owners of real property located within the proposed district as required by section 5(3) of PA 255 of 1978; and

WHEREAS, on December 7, 2015 a public hearing was held and all residents and taxpayers of the City of Marshall were afforded an opportunity to be heard thereon; and

WHEREAS, the Marshall City Council deems it to be in the public interest of the City of Marshall to establish the Commercial Redevelopment District as proposed for the commercial and residential rehabilitation of the Cronin Building;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marshall that the following described parcel(s) of land situated in the City of Marshall, County of Calhoun and State of Michigan, to wit:

ALSO DESCRIBED AS:

LOTS 5 AND 6 AND THE NORTH 42 FEET OF LOT 227 OF THE UPPER VILLAGE (NOW CITY) OF MARSHALL, ACCORDING TO THE PLAT THEREOF RECORDED IN LIBER 3 OF PLATS, ON PAGES 12 AND 13, IN THE OFFICE OF THE REGISTER OF DEEDS FOR CALHOUN COUNTY, MICHIGAN.

EXCEPTING THEREFROM THE FOLLOWING DESCRIBED PREMISES AS RECORDED IN LIBER 207, PAGE 371, AND LIBER 247, ON PAGE 543:

COMMENCING ON THE SOUTH LINE OF WEST MICHIGAN AVENUE, FORMERLY STATE STREET, SAID POINT BEGIN FIXED BY NORTHWEST CORNER OF S.E. CRONIN PRESENT BUILDING; THENCE SOUTH 8 RODS TO NORTH LINE OF LOT 227 OF THE UPPER VILLAGE, NOW CITY; THENCE WEST ON THE NORTH LINE OF SAID LOT 227, 52 FEET TO THE EAST LINE OF LOT 6, BLOCK 24, OF THE LOWER VILLAGE, NOW CITY, THENCE NORTH ON THE EAST LINE OF SAID LOT 6, BLOCK 24, TO SOUTH LINE OF WEST MICHIGAN AVENUE, FORMERLY STATE STREET; THENCE EAST PARALLEL WITH THE NORTH LINE OF SAID LOT 227 TO THE PLACE OF BEGINNING, ALL BEING PARTS OF LOTS 5 AND 6 OF THE UPPER VILLAGE, NOW CITY, OF MARSHALL, CALHOUN COUNTY, MICHIGAN.

ALSO EXCEPTING THE FOLLOWING DESCRIBED PREMISES AS RECORDED IN LIBER 656, PAGE 95:

COMMENCING AT THE NORTHWEST CORNER OF LOT 227, UPPER VILLAGE PLAT, CITY OF MARSHALL, AS OCCUPIED AND RUNNING THENCE EAST ON THE NORTH LINE OF SAID LOT 227 A DISTANCE OF 52.2 FEET TO THE SOUTHEAST CORNER OF WILLIAM G. THICK PARCEL; THENCE NORTH 6.00 FEET ON TO LOT 6, UPPER VILLAGE PLAT; THENCE DUE EAST PARALLEL WITH THE SOUTH LINE OF SAID LOT 6 A DISTANCE OF 51.0 FEET TO THE WEST LINE OF JEFFERSON STREET, AT A POINT DISTANT 126.2 FEET SOUTH OF THE SOUTH LINE OF MICHIGAN AVENUE; THENCE SOUTH ON THE WEST LINE OF JEFFERSON STREET 20.00 FEET TO A POINT DISTANT 14.0 FEET SOUTH OF THE NORTHEAST CORNER OF LOT 227, THENCE

WEST PARALLEL WITH THE NORTH 1; INE OF SAID LOT 55.62 FEET TO THE POINT OF CURVATURE OF A 1155.92 FEET RADIUS CURVE TO THE RIGHT; THENCE WESTERLY 47.59 FEET ON SAID 1155.92 FEET RADIUS CURVE TO THE RIGHT, THE CHORD OF WHICH BEARS NORTH 88 DEGREES 50' WEST 47.59 FEET, TO THE WEST LINE OF SAID LOT 227 AT A POINT DISTANT 13.03 FEET SOUTH OF THE NORTHWEST CORNER OF SAID LOT; THENCE NORTH ALONG THE WEST LINE OF SAID LOT 13.03 FEET TO THE PLACE OF BEGINNING.

ALSO EXCEPTING PREMISES DESCRIBED IN LIBER 1307, PAGE 598:

ALL THAT PORTION OF THE FOLLOWING DESCRIBED PREMISES LYING SOUTH OF THE ALLEYWAY DESCRIBED IN THE DEED TO THE CITY OF MARSAHLL, RECORDED IN LIBER 656 AT PAGE 95, AS DESCRIBED ABOVE; LOTS 5 AND 6 AND THE NORTH 42 FEET OF LOT 227 OF THE UPPER VILLAGE (NOW CITY) OF MARSHALL, ACCORDING TO THE PLAT THEREOF RECORDED IN LIBER 3 OF PLATS, ON PAGES 12 AND 13, IN THE OFFICE OF THE REGISTER OF DEEDS FOR CALHOUN COUNTY, MICHIGAN.

EXCEPTING SO MUCH AS WAS PREVIOUSLY CONVEYED TO WILLIAM H. ARTHUR BY DEEDS RECORDED IN LIBER 207, PAGE 371, AND LIBER 247, PAGE 543, CALHOUN COUNTY RECORDS, AS DESCRIBED ABOVE.

BE AND HERE IS established as a Commercial Redevelopment District pursuant to the provisions of PA 255 of 1978 to be known as Cronin Commercial Redevelopment District No. _____.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

I, Trisha Nelson, 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 on December 7, 2015.

Trisha Nelson, Clerk



ADMINISTRATIVE REPORT
December 7, 2015 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council
FROM: Theresa Sears, Administrator, Marshall House Apartments
Tom Tarkiewicz, City Manager
SUBJECT: Marshall House Fire Alarm System Upgrade

BACKGROUND: On November 20, 2015, the Marshall House Apartments received two (2) bids for the above referenced project, in accordance with the attached Bid Tabulation. All bids were reviewed by Mr. Dave Steinhauer of M.C. Smith Associates and Architectural Group. Noted on the various omissions on the Bid Tabulation, it was determined that the lowest bidder, Shouldice Industrial Manufacturers and Contractors, Inc. at \$130,000, was a non-responsive bid and should not be considered due to the omission of HUD form 5369-A, attached. It was, therefore, recommended that the contract for the project be awarded to Knight Watch, Inc. on the basis of their lowest and complete base bid for a total contract amount of \$139,000.00. Completion of the project is stated in the attached email of 150 days upon notice of award.

BASE BID AMOUNT: \$129,200.00
CONTINGENCY ALLOWANCE: \$ 10,000.00

TOTAL BID: \$139,200.00

RECOMMENDATION: It is recommended that Council approve and award the contract for Fire Alarm System Upgrade for the Marshall House Apartments to Knight Watch, Inc. of Kalamazoo.

FISCAL EFFECTS: The Cronin Foundation approved a grant in the amount of \$150,000 to cover the cost of installing and upgrading the Marshall House fire alarm system, including engineering studies, fire alarm control panel, annunciator and field devices. Funds are to be provided as invoices for work performed are submitted to the Cronin Foundation. No fiscal impact on City funds.

CITY GOAL CLASSIFICATION: GOAL AREA 4. INFRASTRUCTURE

Goal Statement: Preserve, rehabilitate, maintain and expand city infrastructure and assets.

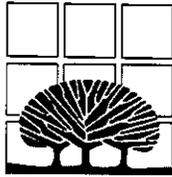
ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Theresa A. Sears
Administrator
Marshall House Apartments

Tom Tarkiewicz
City Manager

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



**M.C. SMITH
ASSOCIATES AND
ARCHITECTURAL GROUP**

Landscape Architecture
Park & Recreation Planning
Architecture • Urban Design
Sports Facility Planning

November 24, 2015

Ms. Theresa Sears, Administrator
Marshall House Apartments
200 East Spruce Street
Marshall, MI 49068

VIA E-MAIL (*Hard Copy to Follow*)

RE: Fire Alarm System Upgrades
Marshall House Apartments
City of Marshall
Marshall, Michigan

Dear Theresa:

Please be advised that two (2) bids were received for the above-referenced project on November 20, 2015, in accordance with the attached Bid Tabulation. We have reviewed all bids received. Please note the various omissions on the Bid Tabulation. We believe the omission of HUD form 5369-A from the bid of Shouldice Industrial Manufacturers and Contractors, Inc. to be significant and consider this bid to be non-responsive. Therefore, we feel this bid should not be considered for award. We recommend that all the bids be reviewed with your legal counsel.

We recommend that the contract for the project be awarded to Knight Watch, Inc. on the basis of their lowest and complete base bid for a total contract amount of \$139,200.00.

Please advise us of your decision with regard to contractor selection, and at the appropriate time, we will send out notification and Bid Tabulation forms to all bidders.

If you have any questions or require additional clarification, feel free to contact us.

Sincerely,

M. C. Smith Associates and Architectural Group, Inc.

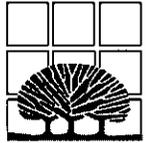
Dave Steinhauer, R.A.

Enclosures

BID TABULATION

M.C. SMITH ASSOCIATES AND ARCHITECTURAL GROUP, INC.

Landscape Architecture • Park & Recreation Planning • Architecture
 Downtown Planning • Interior Design • Sports Facility Planning
 529 Greenwood Avenue S.E. • East Grand Rapids, MI 49506
 616-451-3346 • FAX 616-451-1935



PROJECT: City of Marshall, Michigan
 Marshall House Apartments
 Fire Alarm System Upgrades

PROJECT: A-1116

BID DATE: November 20, 2015 @ 1:00 p.m. (Local Time)

BIDDERS	Shouldice Industrial Manufacturers and Contractors, Inc.	Knight Watch, Inc.
Base Bid on Proposal Form	\$130,000.00	\$139,200.00
Acknowledgment of Addendum No. 1 (11/13/15)	Yes	Yes
Completion Time (in calendar days)	60	365
Bid Bond - (5% of Bid)	Yes	Yes
HUD Form 5369-A Representations, Certifications, and Other Statements of Bidders	NO*	Yes
HUD Form 2530 Previous Participation Certification	Yes**	Yes
Minority / Women's / Disabled Enterprise Proposal Supplement	Yes***	Yes
Remarks:	*Omission requires finding of Non Responsive Bid ** page 1 of 2 not signed, page 2 of 2 not included ***Noted as "N/A" Included was "Request for Waiver...", but included no written documentation noted in item 5 of the Request.	



**ADMINISTRATIVE REPORT
DECEMBER 7, 2015 - CITY COUNCIL MEETING**

REPORT TO: Honorable Mayor and Council Members

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

SUBJECT: Major Equipment Purchases for New Brewer Street Substation

BACKGROUND: The City Council approved the expediting of design and construction of the new Brewer Street 138/12.47kv Substation Project at its regular meeting on August 17, 2015. The Project must be completed by October 1, 2016 to maintain two 138kv transmission sources into the city.

There are several major equipment purchase requirements for the substation that have long lead times. One of the items is the main transformer that the Council approved for requisition at its regular meeting on October 19, 2015. Additional long lead time equipment now requires Council approval for authority to requisition. The additional equipment is as follows:

A. Four (4) 15kv circuit breakers (1200 amp).

Competitive bids were sought and received from three (3) qualified manufactures with the following results:

	<u>Bid</u>	<u>Delivery Date</u>
Siemens Power T&D	\$51,096.00	16 weeks
ABB Power T&D	\$60,212.00	22 weeks
Mitsubishi Electric	\$75,000.00	14 weeks

B. One (1) 15kv circuit breaker (2000 amp).

Competitive bids were sought and received from three (3) qualified manufactures with the following results:

	<u>Bid</u>	<u>Delivery Date</u>
Siemens Power T&D	\$17,250	16 weeks
ABB Power T&D	\$18,894	22 weeks
Mitsubishi Electric	\$21,350	14 weeks

C. 138kv Metering Combination Units.

Competitive bids were sought and received from (2) qualified manufactures with the following results:

	<u>Bid</u>	<u>Delivery Date</u>
Alstrom	\$56,145.00	24-26 weeks
Trench	\$58,425.00	18-20 weeks

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D. 138kv Circuit Switcher (1200 amp).

Competitive bids were sought and received from (2) qualified manufactures with the following results:

	<u>Bid</u>	<u>Delivery Date</u>
Siemens Power T&D	\$36,961.00	18-20 weeks
S&C Electric	\$38,712.00	15 weeks

RECOMMENDATION: It is recommended by staff that the City Council approve the awarding of the following purchases to the low bidder:

- Item "A" - Four (4) 15kv 1200 amp circuit breakers in the amount of \$51,096.00 to Siemens Power T&D.
- Item "B" - One (1) 15kv 2000 amp circuit breaker in the amount of \$17,250.00 to Siemens Power T&D.
- Item "C" - Three (3) 138kv metering units in the amount of \$56,145.00 to Alstrom.
- Item "D" - One (1) 138kv circuit switcher in the amount of \$36,961.00 to Seimens Power T&D.

FISCAL EFFECTS: The total estimated cost of the Brewer Street Substation Project is \$3.5 million. The combined bids for Items A, B, C and D is \$161,452. Funding to cover the expenditures for the project will be likely be obtained through the issuance of General Obligation Revenue Bonds. It is expected that the annual cost for repayment of the bonds will be covered from the Electric fund operating budget.

ALTERNATIVES: 1) Project cancellation
2) Suggestions by City Council

CITY GOAL CLASSIFICATION:

GOAL AREA 4. INFRASTRUCTURE

Goal Statement: Preserve, rehabilitate, maintain and expand city infrastructure and assets.

Respectfully Submitted,



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



Tom Tarkiewicz
City Manager



ADMINISTRATIVE REPORT
December 7, 2015 – CITY COUNCIL MEETING

TO: Honorable Mayor and City Council
FROM: Ken Swisher, Finance Director
Tom Tarkiewicz, City Manager
SUBJECT: Poverty Exemption Policy Guidelines and Application

BACKGROUND: Section 211.7u of the General Property Tax Act allows for appeal of property assessments for reasons of poverty based on policy and guidelines established by the local unit. The City of Marshall has established such a policy for several years. Annually, the income levels referenced in the policy are updated, primarily based on the federal poverty income standards as published each year by the U.S. Department of Health and Human Services (DHS), and transmitted by the Michigan Department of Treasury. The local assessing unit may adopt alternative guidelines, providing the alternative guidelines do not provide income eligibility requirements less than the federal guidelines.

The Policy reflecting the Guideline for Applicants Requesting Consideration for Financial Hardship Exemptions, an example of the proposed annual website version of the Guideline and the Application for Hardship Exemption are attached for Council's review. The Policy Guideline references the federal poverty income standard, but since this standard may change each year, the Policy does not specify the exact poverty standard. The web Guideline, as posted on the City of Marshall website each year, will contain the appropriate poverty income standard as published by the federal DHS and provided by Michigan Treasury. Also included on the web Guideline will be the meeting dates of the March, July and December Board of Review.

RECOMMENDATION: It is recommended that the Council adopt the attached Policy, utilizing the federal poverty income standard as published each year by the federal DHS and provided by the Michigan Department of Treasury, and concur with the use of the annual website guideline version as well as the annual application form on an ongoing basis. Any recommended changes to the Policy will be brought to the Council for action.

FISCAL EFFECTS: None.

Respectfully Submitted,

Ken Swisher
Finance Director

Tom Tarkiewicz
City Manager

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cityofmarshall.com

3. Cash assets for the total household may not exceed an amount equal to one month's gross household income. Non-cash assets for the total household may not exceed the annual household income established for the family size. The following assets are excluded from this limit:
 - Applicant's homestead property.
 - Applicant's household personal property.
 - One vehicle used for personal transportation and titled to a member of the household.
 - Applicant's interest in Indian Trusts Lands.
 - Assets not accessible by the applicant, co-owner or any member of the applicant's household.

4. All applicants if approved by the Board of Review, will pay taxes equal to 3.5% of their total household gross income. Applicants over 65, paraplegic, quadriplegic, hemiplegic, or totally and permanently disabled as defined under Social Security Guidelines 42 USC 416, will pay taxes equal to the following percentages:

Total household gross income less than \$3,000	0%
Total household gross income \$3,001 to \$4,000	1.0%
Total household gross income \$4,001 to \$5,000	2.0%
Total household gross income \$5,001 to \$6,000	3.0%
Total household gross income greater than \$6,000	3.5%

5. Applications must be filed every year. If granted, exemptions are in effect for one year only.
6. Applicants must produce a driver's license or other acceptable identification if asked by the Board of Review. Applicants must also produce a Deed, Land Contract or other proof of property ownership if asked by the Board of Review.
7. The Board of Review will review applications. The Board may ask applicants or their authorized agents to be physically present to answer questions.
8. Applicants or their authorized agents may have to answer questions regarding such subjects as financial affairs, health, and/or the status of people living in their home at a meeting that is open to the public.
9. All applicants will be evaluated based on data and statements given to the Board by the applicant. The Board can also use information gathered from any other source.
10. **The application and all necessary documentation must be given to the local Assessor no later than 9am of the last day of each Board of Review.**

3. Cash assets for the total household may not exceed an amount equal to one month's gross household income. Non-cash assets for the total household may not exceed 100% the federal guidelines. The following assets are excluded from this limit:
 - Applicant's homestead property.
 - Applicant's household personal property.
 - One vehicle used for personal transportation and titled to a member of the household.
 - Applicant's interest in Indian Trusts Lands.
 - Assets not accessible by the applicant, co-owner or any member of the applicant's.
4. All applicants, if approved by the Board of Review, will pay taxes equal to 3.5% of their total household gross income. Applicants over 65, paraplegic, quadriplegic, hemiplegic, or totally and permanently disabled as defined under Social Security Guidelines 42 USC 416, will pay taxes equal to the following percentages:

Total household gross income less than \$3,000	0%
Total household gross income \$3,001 to \$4,000	1.0%
Total household gross income \$4,001 to \$5,000	2.0%
Total household gross income \$5,001 to \$6,000	3.0%
Total household gross income greater than \$6,000	3.5%

5. Applications must be filed every year. If granted, exemptions are in effect for one year only.
6. Applicants must produce a driver's license or other acceptable identification if asked by the Board of Review. Applicants must also produce a deed, land contract or other proof of property ownership if asked by the Board of Review.
7. The Board of Review will review applications. The Board may ask applicants or their authorized agents to be physically present to answer questions.
8. Applicants or their authorized agents may have to answer questions regarding such subjects as financial affairs, health and/or the status of people living in their home at a meeting that is open to the public.
9. All applications will be evaluated based on data and statements given to the Board by the applicant. The Board can also use information gathered from any other source.
10. The Board of Review shall follow the policy and guidelines established by the **Marshall City Council** granting or denying an exemption.

CITY OF MARSHALL - APPLICATION FOR HARDSHIP EXEMPTION

This application and all necessary documentation must be given to the local Assessor no later than 9am of the last day of each Board of Review.

I, _____, Petitioner, being the owner and residing at the property that is listed below as my principal residence, apply for property tax relief under MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893. The principal residence of persons who, in the judgment of the city assessor and Board of Review (BOR), by reason of financial hardship are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation per MCL 211.7u(1).

In order to be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding ALL members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PERSONAL INFORMATION: Petitioner must list all required personal information.

Property Address of Principal Residence:	Daytime Phone Number:	
Age of Petitioner:	Marital Status:	Age of Spouse:
Number of Legal Dependents:	Age of Dependents:	
Applied for Homestead Property Tax Credit (yes or no):	Amount of Homestead Property Tax Credit:	

REAL ESTATE INFORMATION: List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the BOR meeting.

Property Parcel Code Number:	Name of Mortgage Company:	
Unpaid Balance Owed on Principal Residence:	Monthly Payment:	Length of Time at This Residence:
Property Description:		

ADDITIONAL PROPERTY INFORMATION: List information related to any other property you, or any household member owns.

Do you own or are buying other property (yes or no)? If yes, complete the information below.		Amount of Income Earned from Other Property:	
Property Address	Name of Owner(s)	Assessed Value	Amount & Date of Last Taxes Paid
		\$	

EMPLOYMENT INFORMATION: List your current employment information.

Name of Employer:	Name of Contact Person:		
Address of Employer:		Employer Phone Number:	

List all income sources, including but not limited to: Salaries, Social Security, rents, pensions, IRA's (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income.

Source of Income	Monthly or Annual Income (indicate which)

CHECKING, SAVINGS AND INVESTMENT INFORMATION: List any and all savings owned by all Household members, including but not limited to: checking accounts, savings accounts, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments.

Name of Financial Institution or Investment Broker	Name on Account	Value of Investment

LIFE INSURANCE: List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payment	Policy Paid in Full?	Name of Beneficiary	Relationship to Insured

MOTOR VEHICLE INFORMATION: All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balanced Owed

ALL PERSONS LIVING IN HOUSEHOLD: All persons residing in the residence must be listed.

First & Last Name	Age	Relationship to Applicant	Place of Employment	Monthly Income

PERSONAL DEBT: All personal debt for all household members must be listed.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

MONTHLY EXPENSE INFORMATION: The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating:	Electric:	Water:
Phone:	Cable:	Food:
Clothing:	Health Insurance:	Garbage:
Daycare:	Car Expense (gas, repair, etc):	Other (list type):
Other (list type):	Other (list type):	Other (list type):
Other (list type):	Other (list type):	Other (list type):

Notice: Any willful misstatements or misrepresentation made on this form may constitute perjury, which, under the law, is a felony punishable by fine or imprisonment.

Per MCL 211.7u (2b), a copy of all household members' Federal Tax Returns, State Income Tax Returns (MI-1040) and Homestead Property Tax Credit claims (MI-1040CR 1, 2, 3 or 4) must be attached as proof of income. Documentation for all income sources including, but not limited to, credits, claims, Social Security income, child support, alimony income, and all other income sources must be provided at time of application.

PETITIONER: DO NOT SIGN THIS APPLICATION UNTIL WITNESSED BY THE ASSESSING OFFICE, BOARD OF REVIEW OR NOTARY PUBLIC.

I, THE UNDERSIGNED Petitioner, hereby declare that the foregoing information is complete and true and that neither I, nor any household member residing within the principal residency, have money, income or property other than mentioned herein.

Petitioner Signature

Date

MUST BE SIGNED BY THE ASSESSING OFFICE, BOARD OF REVIEW MEMBER OR NOTARY PUBLIC.

Assessing Department _____ *Printed Name* _____

BOR Member _____ *Printed Name* _____

Notary Public _____ *Printed Name* _____

My Commission Expires _____

Subscribed and sworn this _____ day of _____