



MARSHALL CITY COUNCIL AGENDA

TUESDAY – 7:00 P.M.

February 21, 2017

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) INVOCATION – Scott Loughrige, Cross Roads Church & Ministries
- 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. Dial- A- Ride ADA Policy P. 3
City Council will consider the recommendation to approve the City of Marshall ADA Complaint Policy.
- B. Establish Work Session Date P. 10
City Council will consider the recommendation to schedule a work session at 8:00 a.m. on Saturday, March 11, 2017 at the Public Services Building Training Room to discuss the Fiber to the Premises Cost Benefit Analysis and the 2014 City Income Tax Feasibility Analysis.
- C. City Council Minutes P. 11
Work Session.....Monday, February 6, 2017
Regular Session.....Monday, February 6, 2017
- D. City Bills P. 15
Regular Purchases\$ 177,169.02
Purchased Power.....\$ 644,349.98
Weekly Purchases – 2/3/17\$ 634,191.63
Weekly Purchases – 2/10/17.....\$ 19,413.44
Total.....\$ 1,475,124.07

- 8) PRESENTATIONS AND RECOGNITIONS
- 9) INFORMATIONAL ITEMS
- 10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION
- 11) OLD BUSINESS
- 12) REPORTS AND RECOMMENDATIONS

- A. Cronin Deadline Extension Request P. 21
City Council will consider the recommendation to approve the extension request from Cronin Development LLC for the project completion date on or before October 30, 2017.

Mayor:

Jack Reed

Council Members:

Ward 1 - Kari Schurig

Ward 2 - Nick Metzger

Ward 3 - Brent Williams

Ward 4 - Michael McNeil

Ward 5 - Robert Costa

At-Large - Joe Caron



B. Brooks Field – Tree Clearance

P. 23

City Council will consider the recommendation to amend the FY 16-17 budget and increase line item 295-895-820.00 by \$14,200 to account for the unanticipated cost of the tree work at Brooks Field.

C. Police Vehicle Replacement & Brush Hog Purchase

P. 25

City Council will consider the recommendation to approve the purchase of a replacement police vehicle (M2), at a cost of \$28,568, through the MiDeal program from Boshear's Ford of Marshall, as well as, the purchase of a new brush hog attachment for the tractor through a preferred MiDeal vendor not to exceed \$3,500.

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, appearing to read "Tom Tarkiewicz".

Tom Tarkiewicz
City Manager



ADMINISTRATIVE REPORT
FEBRUARY 21, 2017 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council Members

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

SUBJECT: Dial-A-Ride ADA Policy

BACKGROUND: After an update to Title VI programs in late 2013, the Michigan Department of Transportation (MDOT) implemented a requirement of transit agencies to establish an American Disability Act (ADA) complaint policy. This policy is required by Title II and III of the American Disability Act of 1990 which provides that no entity shall discriminate against an individual with a disability in connection with the provision of transportation services.

During a recent routine review with our MDOT Compliance Analyst, it was discovered that our agency did not have the required policy in place. Since the review, the City has completed all of the required steps towards establishing our ADA Complaint Policy (documentation attached.) MDOT has reviewed our policy and approved it thus far; the only remaining condition of implementation is for it to be approved by City Council.

RECOMMENDATION: It is recommended that the City Council review and approve City of Marshall's ADA Complaint Policy.

FISCAL EFFECTS: None at this time.

ALTERNATIVES: As suggested by Council.

Respectfully Submitted,

Tom Tarkiewicz
City Manager

Natalie Dean
Director Community Services

Elizabeth Renaud
Transportation Mgr

City of Marshall Dial-a-Ride Transit (DART)

Date Board Adopted: _____

ADA Complaint Policy

Title II and III of the American Disability Act of 1990 (ADA) provides that no entity shall discriminate against an individual with a disability in connection with the provision of transportation services. The law sets forth specific requirements for vehicle and facility accessibility and the provision of service, including access to fixed route bus and complementary paratransit service. City of Marshall DART is committed to providing safe and reliable transportation to all people without discrimination based on disabilities.

City of Marshall Dial-a-Ride Transit Responsibility

If City of Marshall DART receives a complaint regarding discrimination against an individual under the ADA, we will respond within 30-days of receiving the complaint and will work to resolve the issue with the complainant as quickly as possible. This may involve legal assistance and/or mediation. We will document all of the process including the resolution and will notify our MDOT project manager of the complaint and the resolution. We will keep the complaint and all related documents on file for at least one year. We will keep a summary of all complaints filed for at least five years. Records will be made available to MDOT upon request.

The attached flyer will be posted in all public buses and facilities.

If additional information is requested, the following will be provided.

What information should my ADA complaint include?

Provide the following information:

- A. Your full name, address, the telephone numbers where we can reach you during the day and evening, and the name of the party discriminated against (if known);
- B. If known, the name of the person you believe has committed the discrimination;
- C. A brief description of the acts of discrimination, the dates they occurred;
- D. Other information you believe necessary to support your complaint, including copies (not originals) of relevant documents; and
- E. Information about how to communicate with you effectively. Please let us know if you want written communications in a specific format (e.g., large print, Braille, electronic documents).

To guide you in providing the requested information, you may use the attached complaint form. (Attachment A)

How do I file an ADA complaint by email?

Include all of the information listed above, either in the body of the email or in an attachment. Attach relevant documents to your email. Send your complaint to erenaud@cityofmarshall.com. You will receive a reply email confirming that your complaint has been received within 48 business hours. Please keep a copy of your complaint and the reply email for your records. If you do not receive a reply email, please contact City of Marshall Dial-a-Ride at 269-781-3975

What happens after my complaint is received?

After the complaint is received, we will inform you of our action, which may include:

- A. Contacting you for additional information or copies of relevant documents;
- B. Working with you to resolve the issue;
- C. Referring your complaint for possible resolution through the an ADA Mediation Program; or
- D. Referring your complaint to another federal agency with responsibility for the types of issues you have raised.

How can I find out the status of my complaint?

We will review each complaint carefully. If you have not heard from us within three weeks, please contact us at 269-781-3975.

**Title II of the Americans with Disabilities Act
Section 504 of the Rehabilitation Act of 1973
Discrimination Complaint Form**

Instructions: Please fill out this form completely, sign and mail, fax, or email to:

Elizabeth Renaud
Transportation Manager
City of Marshall – DART / AMC
900 S. Marshall Ave
Marshall, MI 49068
(P) 269-781-3975
(F) 269-789-4628
erenaud@cityofmarshall.com

Complainant:

Address:

City, State and Zip Code:

Telephone: Home: _____

Business: _____

Person Discriminated Against: _____
(if other than the complainant)

Address: _____

City, State and Zip Code: _____

Telephone: Home: _____

Business: _____

When did the discrimination occur? Date: _____

Describe the acts of discrimination providing the name(s) where possible of the individuals who discriminated:

Signature: _____

Date: _____

Flyer to be posted in all public buses and facilities

**City of Marshall Dial-a-Ride and the Albion Marshall Connector
Procedure to File a Complaint Under the
Americans with Disabilities Act (ADA)**

If you believe you, or another person has been discriminated against under Title II and III of the American Disability Act of 1990 by City of Marshall DART or one of our employees, you can file a complaint by mail, fax, or email at:

Elizabeth Renaud
Transportation Manager
City of Marshall – DART / AMC
900 S. Marshall Ave
Marshall, MI 49068
(P) 269-781-3975
(F) 269-789-4628
erenaud@cityofmarshall.com

Take the first step: Before filing your complaint, you may contact the City of Marshall DART ADA Coordinator to discuss your concerns. The ADA Coordinator can look into the issue and try to come up with an acceptable resolution to the situation. If you would like additional information you may contact City of Marshall DART ADA Coordinator.

You can file a complaint against City of Marshall DART using the following procedures:

1. File a written complaint with the City of Marshall DART ADA Coordinator as soon as possible, but no later than 60 calendar days after the alleged violation.
 - The written complaint should be submitted by the grievant and/or designee.
 - Alternative means of filing complaints – such as a personal interview or a tape recording – will be made available on request by people with disabilities.
 - The written complaint should contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem.
 - Within 15 calendar days after receiving the complaint, a City of Marshall DART official will meet with the complainant to discuss the complaint and possible resolutions.
 - Within 15 calendar days of the meeting, the City of Marshall DART ADA Coordinator will respond in writing or by another appropriate accessible format. The response will explain the position of the City of Marshall DART and offer options for substantive resolution of the complaint.
 - If the response by the City of Marshall DART ADA Coordinator does not resolve the issue, the complainant and/or designee may appeal the decision within 15 calendar days after receiving the response to the Federal Transit Administration Office for Civil Rights.
 - All written documents in the process will be retained by the City of Marshall DART for at least 1 year

Alternative formats and language translations for this document are available on request

ADA Policy Review Checklist

Marshall Dial-A-Ride (City of Marshall)

All recipients must submit an ADA Complaint Policy that includes:

- Name of Agency
- The ADA Coordinator Contact Information, including name, address, fax number and email address.
- Statement that agency will respond to ADA complaint within 30 days and will work with the complainant to resolve the issue as quickly as possible.
- Statement that agency will keep the complaint on file for at least one year and a summary of all complaints on file for at least five years.
- Information on what should be included in a complaint.
- Information on how to submit an ADA complaint, including how to file it by email.
- Flyer to be posted in all public buses and facilities which includes how and where to file a complaint.
- A copy of board meeting minutes, resolution, or other appropriate documentation showing the board of directors or appropriate governing entity or official(s) responsible for policy decisions reviewed and approved the ADA Complaint Policy. *Requested in letter dated October 3, 2016

Tom Wain
Name of Project Manager

Tom Wain
Signature

10-3-16
Approval Date

Janet Geisler
Name of Supervisor

Janet Geisler
Signature

1/13/17
Approval Date



ADMINISTRATIVE REPORT
February 21, 2017 - 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 8:00 AM on Saturday March 11, 2017 to discuss the following:

- Fiber to the Premises Cost Benefit Analysis
- 2014 City Income Tax Feasibility Analysis
- Other

The work session will be held at the Public Services Training Room

RECOMMENDATION: It is recommended that the City Council schedule a work session at 8:00 AM on Saturday March 11, 2017 at the Public Services Building Training Room.

FISCAL EFFECTS: None.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

A handwritten signature in cursive script that reads "Tom Tarkiewicz".

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

Marshall City Council, Work Session
Monday, February 6, 2017
Unofficial

IN A WORK SESSION held Monday, February 6, 2017 at 6:00 P.M. in the Training Room of Town Hall, 323 West Michigan Avenue, Marshall, MI, the Marshall City Council was called to order.

Present: Council Members: Costa, McNeil, Metzger, Caron, Mayor Reed, Schurig, and Williams.

Also Present: Assistant City Manager Dean, Electric Utility Director Ed Rice, Director of Public Services Kristin Bauer, Finance Director Jon Bartlett, and Director of Public Safety Jim Schwartz.

Absent: None.

Council members and staff reviewed the 2015 City Visioning, Goals and Objectives.

Adjourned at 6:50 PM.

Jack Reed, Mayor

Trisha Nelson, Clerk

CALL TO ORDER

IN REGULAR SESSION Monday, February 6, 2017 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, Costa, McNeil, Metzger, Mayor Reed, Schurig, and Williams.

Also Present: Assistant City Manager Dean and Clerk Nelson.

Absent: None.

INVOCATION/PLEDGE OF ALLEGIANCE

David Good of First Baptist Church gave the invocation and Mayor Reed led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Metzger, supported Schurig, to approve the agenda as presented. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

Matt Parks, President of the Local 1929, spoke in reference to the increase in Building Department fees and inquired what else the Council is doing to increase revenue coming into the General Fund.

CONSENT AGENDA

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

- A. Scheduled a public hearing for Monday, March 20, 2017 to receive public input on the City's intent to construct the proposed city owned Fiber to the Premises system;
- B. Adopt the 2017 MDOT Performance Resolution for Governmental Agencies;
- C. Minutes of the City Council Regular Session held on Tuesday, January 3, 2017;
- D. Approve city bills in the amount of \$ 2,328,187.23.

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

PRESENTATIONS AND RECOGNITION

- A. **Launch of Grand Street Park Crowdfunding Campaign:**

Elizabeth Renaud announced the launch of the Grand Street Park crowdfunding campaign.

B. Oaklawn Hospital Presentation:

Richard Lindsey provided an update on Oaklawn Hospital highlighting the history of the hospital, the year in review, and the positive impacts the hospital has on Marshall.

C. MAEDA Youngish Committee:

Shannon Tiernan and Jennifer Darling made a presentation regarding the MAEDA Youngish Committee and explained who they are, the mission, and the vision of the committee.

D. Marshall Area Firefighters Ambulance Authority Millage Request Presentation:

Mark Burke from the Marshall Area Firefighters Ambulance Authority spoke regarding the Capital Equipment Replacement Millage Proposal that will be on the May 2, 2017 Special Election ballot. The proposal is to levy .20 mills for ten years, 2017 to 2026, for the purpose of providing revenue to replace capital equipment which will raise an estimated \$155,290 in the first year the millage is levied.

INFORMATIONAL ITEMS

A. Event Report – 4th Annual Reuben Race 2017:

Chief Schwartz provided an event report for the 4th Annual Reuben Race 2017.

Moved Williams, supported McNeil, to close Jefferson Street between Michigan Avenue and Mansion Street from 7:00 a.m. to 12:00 p.m. on Saturday, March 18, 2017. On a voice vote – **MOTION CARRIED.**

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

None.

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. Building Department Fees:

Moved Metzger, supported McNeil, to approve the recommendation to adopt the resolution approving increases to the Building Department fees. On a voice vote – **MOTION CARRIED.**

B. 2nd Quarter Investment Portfolio Report:

Moved Williams, supported Metzger, to accept and place on file the 2nd Quarter Investment Portfolio Report. On a voice vote – **MOTION CARRIED.**

C. 2nd Quarter Financial Report:

Moved McNeil, supported Metzger, to accept and place on file the 2nd Quarter Financial Report. On a voice vote - **MOTION CARRIED.**

D. 2nd Quarter Cash & Investment Position Report:

Moved Williams, supported Schurig, to accept and place on file the 2nd Quarter Cash & Investment Position Report. On a voice vote – **MOTION CARRIED.**

APPOINTMENTS/ELECTIONS

A. Marshall Farmer's Market Advisory Board

Moved Caron, supported Metzger, to approve the reappointment of Ken Harshman and the appointment of Lora Finch to the Marshall Farmer's Market Advisory Board with terms expiring October 20, 2018. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON NON-AGENDA ITEMS

Richard Lindsey spoke regarding the new website for MAEDA, www.choosemarshall.com, announced Scott Fleming is making his rounds to the townships, and exciting upcoming events.

Matt Parks, President of the Local 1929, inquired of the City's plan to increase revenue in the General Fund and encouraged Council to research more ideas such as the City Income Tax Feasibility Study that was completed in August of 2014.

CeCe Hinske expressed thanks for taking care of Marshall and making it a wonderful place to live and retire.

COUNCIL AND MANAGER COMMUNICATIONS

ADJOURNMENT

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

Jack Reed, Mayor

Trisha Nelson, City Clerk

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
AA-01817	AIM ASPHALT, INC	ASPHALT REPAIR NORTH DR AND S. LINDEN	2017.214	4,412.80
SCL 10013346	ALEXANDER CHEMICAL COR.	DEPOSIT REFUND		(700.00)
SCL 10015776	ALEXANDER CHEMICAL COR.	DEPOSIT REFUND		(450.00)
SLS 10051419	ALEXANDER CHEMICAL COR.	CYLINDER USED SULFUR DIOXIDE		8.00
SLS 10055483	ALEXANDER CHEMICAL COR.	CHLORINE, SULFUR DIOXIDE, HYPOCHLORITE S	2017.030	2,572.00
1796	ALL RELIABLE SERVICES	(2016 LINE CLEARANCE- TREE TRIMMING CONTR	2017.089	3,277.12
1823	ALL RELIABLE SERVICES	(2016 LINE CLEARANCE- TREE TRIMMING CONTR	2017.089	4,170.88
155317	ALLEGRA BATTLE CREEK	ENGINEERING DRAWING SCANS		27.00
170110714	AMBS CALL CENTER	ANSWERING SERVICE		195.03
14-927777	ARROW UNIFORM	CUST #010198-02		54.25
14-927779	ARROW UNIFORM	CUST #010198-03		153.28
14-935064	ARROW UNIFORM	CUST #010198-01		27.47
14-935068	ARROW UNIFORM	CUST #010198-04		55.42
14-935071	ARROW UNIFORM	CUST #010198-06		41.43
14-935072	ARROW UNIFORM	CUST #010198-05		30.02
14-927774	ARROW UNIFORM	CUST #010198-01		27.47
14-927778	ARROW UNIFORM	CUST #010198-04		55.42
14-927781	ARROW UNIFORM	CUST #010198-06		41.43
14-927782	ARROW UNIFORM	CUST #010198-05		30.02
14-935067	ARROW UNIFORM	CUST #14-935067		54.25
14-935069	ARROW UNIFORM	CUST #010198-03		153.28
388-204384	AUSTIN-BATTERIES PLUS	BATTERIES		31.84
388-106963-01	AUSTIN-BATTERIES PLUS	BATTERIES		31.92
388-106996-01	AUSTIN-BATTERIES PLUS	HPS LAMPS		83.94
388-106995-01	AUSTIN-BATTERIES PLUS	400W & 100W HPS LAMPS		737.76
388-204953	AUSTIN-BATTERIES PLUS	400 MH LAMP		79.80
225-407610	AUTO VALUE MARSHALL	INFLATOR GAUGE		58.19
225-407249	AUTO VALUE MARSHALL	NON-CHLOR BK CLN		40.68
225-407371	AUTO VALUE MARSHALL	ANGLE CYL		93.89
225-406906	AUTO VALUE MARSHALL	DIELECTRIC GREASE		8.59
225-406962	AUTO VALUE MARSHALL	CORE CREDIT		(75.00)
225-407471	AUTO VALUE MARSHALL	WARREN AW46		229.95
225-407580	AUTO VALUE MARSHALL	FUEL LINE UNIONS		9.49
225-407472	AUTO VALUE MARSHALL	TUBE		20.18
225-407523	AUTO VALUE MARSHALL	BATTERY		151.99
225-407154	AUTO VALUE MARSHALL	OIL FILTER		6.18
225-407082	AUTO VALUE MARSHALL	AEROVANTAGE BLAD		17.38
225-407136	AUTO VALUE MARSHALL	OIL FILTER, 10W30		62.69
225-407550	AUTO VALUE MARSHALL	BACKUP ALARM, SWITCHES, QUICK DISCONNECT		65.68
225-407613	AUTO VALUE MARSHALL	NEW BLWR MTR W/WHL		56.39
225-407614	AUTO VALUE MARSHALL	12MM FLEX SOCKET		28.99
225-407416	AUTO VALUE MARSHALL	DSL EXH FLUID		229.09
225-406887	AUTO VALUE MARSHALL	AIR CHUCK, FEMALE PLUG		5.28
225-407306	AUTO VALUE MARSHALL	DIESEL ADD QT		80.91
225-406440	AUTO VALUE MARSHALL	OIL, FILTER, PRES SWTCH, DSC BRK RTR, LT		912.20
BT1057872	BAKER TILLY VERCHOW KR.	FIBER TO PREMISE COST BENEFIT ANALYSIS (2017.173		18,000.00
020317	BAKER TOOL RENTAL & STMINI EX			175.00
STREETS2017000064	BATTLE CREEK CITY TREA.	QUARTERLY TRAFFIC SIGNALS MAINT		24.88
256654-IN	BEAVER RESEARCH CO	HOT WATER/NITRITE/49#		411.90
BLU-7897	BLU FISH CONSULTING, L.	PROFESSIONAL SERVICES- CONSULTING FOR PE	2017.043	856.16
BLU-7954	BLU FISH CONSULTING, L.	MARSHALL FIBER OPTIC NAME AND LOGO DEVEL	2017.216	2,500.00
87312	BOSHEARS FORD SALES IN	2016 FORD EXPLORER		191.59
87631	BOSHEARS FORD SALES IN	2014 FORD EXPLORER		32.68
87866	BOSHEARS FORD SALES IN	2015 FORD E-450		32.68
121461	BUD'S WRECKER SERVICE	LINDEN & HANOVER		45.00
2016	CALHOUN COUNTY CLERK	COSTS OF 2016 PRIMARY & GENERAL ELECTION		274.78
911GOVAGENCY2016-11	CALHOUN COUNTY CONS DI:	1ST QUARTER PAYMENT FOR CONSOLIDATED DIS	2017.212	26,842.92
8TH ANNUAL	CALHOUN COUNTY SENIOR	SENIOR FAIR		50.00
68486	CARON CHEVROLET	2011 CHEVROLET TAHOE		211.00
183549	CHEMCO PRODUCTS INC	P-560 POLYMER	2017.035	9,046.84
56480	COMMERCE CONTROLS INCO	REPAIR PLC FOR WATER TREATMENT PLANT SCA	2017.210	448.00
56480A	COMMERCE CONTROLS INCO	REPAIR PLC FOR WATER TREATMENT PLANT SCA	2017.220	112.00
IN83371	CORNERSTONE OFFICE SYS	PSB COPIERS		520.63
IN83372	CORNERSTONE OFFICE SYS	CITY HALL COPIER		325.15
9967	COURTNEY & ASSOCIATES	JANUARY SERVICES		250.00
1132443	CRAFT PHOTOGRAPHY	WEBSITE PICTURES		475.00
92985	CRT, INC	MONITOR		128.00
92899	CRT, INC	MONITORS, ADAPTERS		393.00
92898	CRT, INC	VISIO STANDARD PCIE		216.00
92878	CRT, INC	CARD NETWORK PCIE		42.00
92954	CRT, INC	CLOUD STORAGE		864.36
906638	CRYSTAL FLASH MARSHALL	PROPANE		11.52
3-27582	CUMMINS BRIDGEWAY	GENERATOR MAINTENANCE		864.73
3-27583	CUMMINS BRIDGEWAY	GENERATOR MAINTENANCE		1,419.25
139446	D & D MAINTENANCE SUPP:	JANITORIAL SUPPLIES		208.05
139639	D & D MAINTENANCE SUPP:	CLEANING SERVICES AT PUBLIC SERVICES BUI	2017.057	1,664.00
139582	D & D MAINTENANCE SUPP:	JANITORIAL SUPPLIES		509.52
139637	D & D MAINTENANCE SUPP:	JANITORIAL SERVICES - MRLEC	2017.106	4,454.67
500710	DARLING ACE HARDWARE	ELBOWS, STRAP RIGID		4.44

User: ctanner
DB: Marshall

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
500821	DARLING ACE HARDWARE	FLAP WHL 80, SPRYPNT DUAL		11.98
500970	DARLING ACE HARDWARE	GLOVES		14.98
500628	DARLING ACE HARDWARE	BALLAST ELEC		65.98
500599	DARLING ACE HARDWARE	NUTS & BOLTS		5.30
500421	DARLING ACE HARDWARE	FUEL CAP		4.49
500156	DARLING ACE HARDWARE	NUTS & BOLTS		0.83
500202	DARLING ACE HARDWARE	OIL, ROPE		19.74
500637	DARLING ACE HARDWARE	SAW, PLUMBING SUPPLIES		55.96
1678	DIG-IT, INC	SHERMAN DRIVE & WRIGHT LANE BORING LESS	2017.159	23,532.34
INV31275	DORNBOS SIGN INC	STOP SIGNS AND HARDWARE	2017.211	1,814.10
POL187	EASTERN MICHIGAN UNIVE/POLICE STAFF AND COMMAND TRAINING		2017.213	3,000.00
3195495	EDWARDS INDUSTRIAL SALIHOSE ASSEMBLY			103.15
817343	ENVIRONMENTAL RESOURCE SAMPLES			596.44
3979118	ERADICO PEST SERVICES, FEBRUARY SERVICES			216.00
93163	ERIC DALE HEATING & AIIERVICE ON AC AT POWERHOUSE			551.75
93189	ERIC DALE HEATING & AIIBOILER REPAIR			411.00
299431	FAIRBANKS MORSE	GASKETS, ROCKER ARM, CAPSCREW		678.10
MIBAT239750	FASTENAL COMPANY	BATTERIES		63.89
MIBAT240104	FASTENAL COMPANY	HEX ARMOR EXT		178.24
MIBAT240451	FASTENAL COMPANY	ROLL TOWEL		136.34
MIBAT240157	FASTENAL COMPANY	PAPER TOWEL		74.83
11738	FERGUSON WATERWORKS #3 1" TUBING			38.90
16-1055	FIRST DUE	NAME PATCHES FOR TURNOUT COATS		135.00
16-12087	GARAGE DOORS UNLIMITED SERVICE CALL			69.00
16-12115	GARAGE DOORS UNLIMITED SERVICE CALL			99.00
16-12210	GARAGE DOORS UNLIMITED SATURDAY SERVICE CALL AT DPW			357.10
17-02032	GARAGE DOORS UNLIMITED PSB - EAST DOOR SERVICE CALL			291.30
17-02087	GARAGE DOORS UNLIMITED DPW - SOUTH DOOR SERVICE CALL			324.80
110611011	GLOBAL EQUIPMENT COMPAIB WHL DRUM DOLLY STEEL CASTERS			142.04
110585677	GLOBAL EQUIPMENT COMPATOILET SAFETY FRAME			37.90
9333928597	GRAINGER	NEEDLE VALVE, NIPPLE		61.76
1445516	GRIFFIN PEST SOLUTIONS MONTHLY SERVICE AT FIRE STATION			42.00
6005	GRONDIN PRINTING & AWA/LAB WORKSHEETS			80.00
7588	GUTTERS R US LLC	2016 SNOW REMOVAL AT MARSHALL HOUSE; PER 2017.165		1,050.00
7658	GUTTERS R US LLC	SNOW REMOVAL FOR MRLEC BUILDING - 3 YEAR 2017.166		1,847.00
10271458	HACH COMPANY	LAB SUPPLIES		794.64
9151494096	HD SUPPLY FACILITIES M:RANGE HOOD LIGHT LENS			68.59
9151686247	HD SUPPLY FACILITIES M:PLUMBING HARDWARE			111.57
100243-0217	HERITAGE CLEANERS	ACCT #100243		261.70
79294	HERMANS MARSHALL HARDW:CLAMPS			7.16
75394	HERMANS MARSHALL HARDW:CORD GFI			72.48
79257	HERMANS MARSHALL HARDW:SHOP VAC FILTER			14.99
75353	HERMANS MARSHALL HARDW:SMOKE DETECTORS			167.76
41738-IN	HYDROCORP	CROSS CONNECTION CONTROL PROGRAM		395.00
MN0000007629	INTERACT PUBLIC SAFETY FEBRUARY SERVICES			1,200.00
020317	ISAAC & SONS	APT #419		85.00
106035	J & K PLUMBING SUPPLY	PVC ELBOW & ADAPTER		4.62
105942	J & K PLUMBING SUPPLY	SUPPLIES		38.04
105943	J & K PLUMBING SUPPLY	SUPPLIES		16.60
106039	J & K PLUMBING SUPPLY	PVC UNION		6.18
306190	JUSTICE FENCE	SERVICE CALL AT MRLEC		400.00
700319	KAR LABORATORIES INC	BIO-SOLIDS ANALYSIS		305.00
8791	KELLOGG'S REPAIR	BY-PASS PUMP REPAIRS		60.23
8823	KELLOGG'S REPAIR	BY-PASS PUMP REPAIRS		87.02
408	KENNEDY INDUSTRIES SYS:ANNUAL KISM MONITORING JAN. 2017 - DEC.		2017.221	2,076.00
407	KENNEDY INDUSTRIES SYS:ANNUAL SCADA MONITORING		2017.219	15,912.00
818407	KIESLER'S POLICE SUPPL:9MM LUGER 124GR			404.26
2087-IN	KRUM PUMP & EQUIPMENT (BYPASS PUMP REPAIR			77.20
30695	LAKELAND ASPHALT CORPOIBITUMINOUS AGGREGATES			343.72
30740	LAKELAND ASPHALT CORPOIBITUMINOUS AGGREGATES			429.00
30758	LAKELAND ASPHALT CORPOIBITUMINOUS AGGREGATES			429.52
1042477	LEGG LUMBER	FOAM SHEETS		23.79
1042473	LEGG LUMBER	4X4-10 TREATED, 3/4 TREATED PLYWOOD, GRA		88.69
1042404	LEGG LUMBER	PLYWOOD		37.99
10	M.C. SMITH ASSOCIATES :ELEVATOR MODERNIZATION AT MH		2016.200	750.00
020717	MARSHALL AREA GARDEN C:FLOWERS TO BE PLANTED IN THE ISLANDS AT			600.00
902	MARSHALL FEED & GRAIN (TORDON/STUMP KILLER			210.00
637	MARSHALL FEED & GRAIN (MUCK BOOTS			212.00
MAR1973	MARSHALL TIRE CITY	4 TIRES FOR M6		987.92
MAR1998	MARSHALL TIRE CITY	TIRE & WHL ASSY		29.98
265131	MICHIGAN INDUSTRIAL GA:ACETYLENE, OXYGEN			27.14
264959	MICHIGAN INDUSTRIAL GA:ACETYLENE			149.49
2017	MICHIGAN MUNICIPAL LEA:MML ANNUAL DUES		2017.217	4,481.00
J006254	MICHIGAN PIPE & VALVE PIPE SEWER GSK, FERNCO CPLG			1,079.80
J006265	MICHIGAN PIPE & VALVE FERNCO CPLG			330.00
1034	MICHIGAN POLICE TRAINI:OFFICER UPDATE & OOS CLASS FOR J. NYE			295.00
61908367	MSC INDUSTRIAL SUPPLY (JANITORIAL CLEANING SUPPLIES			74.67
1703012	MUNIMETRIX SYSTEMS COR:SOFTWARE SUPPORT			499.00
80851	MUZZALL GRAPHICS	PAYROLL LASER CHECKS		167.63

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
2017	MWEA	WEF PRF WASTEWATER OPER MEMBERSHIP - VOS		145.00
465416	NAPA OF MARSHALL	SIDE MOUNT BATTERY TERMINALS		20.20
465937	NAPA OF MARSHALL	BLUE DEF 2.5 GAL		20.00
384250	NORTH CENTRAL LABORATO	LAB SUPPLIES	2017.032	1,617.91
25180 M	NORTHROP GRUMMAN	VERSAPROBE EXTENDED WARRANTY 04/01/17--0		764.00
564879	NYE UNIFORM COMPANY	HAT WITH EGGS/FLAMES		152.41
78363	O'LEARY WATER CONDITIO	WATER DELIVERED		22.50
78367	O'LEARY WATER CONDITIO	WATER DELIVERED		54.00
78362	O'LEARY WATER CONDITIO	JANUARY & FEBRUARY, COOL RENTAL, WATER D		24.50
789642	OFFICE 360	TONER		132.49
792763	OFFICE 360	MARKERS, CLIPBOARDS		27.64
56115151	POWER LINE SUPPLY	LINED GLOVES		190.85
56114020	POWER LINE SUPPLY	GLOVES		203.00
56112679	POWER LINE SUPPLY	INSULATOR DEADEND		136.27
56112682	POWER LINE SUPPLY	CLEVIS		131.15
56112681	POWER LINE SUPPLY	T BRACKET		386.41
56112680	POWER LINE SUPPLY	LED ROADWAY FIXTURE	2017.208	2,316.00
56114772	POWER LINE SUPPLY	HAT, BALACLAVIA		58.00
56114677	POWER LINE SUPPLY	BATTERY		58.65
F45793	POWERPLAN	EQUIPMENT MAINTENANCE		572.51
284447	PRINTLINK	GRAND ST PARK POSTCARDS		80.00
1778	QUALITY CYLINDER SERVI	RESEAL HYDRAULIC CYLINDER		139.99
20973	STANDARD PRINTING & OF	DRIVER PRE-TRIP INSPECTION FORMS		337.17
20914	STANDARD PRINTING & OF	PARKING PERMIT STICKERS		233.42
21296	STANDARD PRINTING & OF	TOWN CRIER		177.00
1148944	STANTEC CONSULTING MIC	DISPOSITION STUDY FOR PERRIN DAM- COST P2017.186		7,672.45
8042811201	STAPLES ADVANTAGE	SOAP & DISPENSERS		180.80
8042930276	STAPLES ADVANTAGE	BATTERIES, TONER		306.43
591-8135095	STATE OF MICHIGAN - MD	WEATHER OBSERVATION		615.80
408275	STEENSMA	SERVICE ON JD Z-TURN MOWER		270.53
I 127602	T & R ELECTRIC	TRANSFORMER GROUNDING STRAPS		368.00
012417	TED'S APPLIANCE, LLC	SERVICE CALL FOR DRYER		110.00
104748	TRI AIR TESTING INC	AIR TESTING		172.00
P52010	VERMEER OF MICHIGAN, I	TREE SCHOOL		75.00
13820	WADE ELECTRO, INC.	RPLC PHOTOCELL		84.19
35054	WALTERS-DIMMICK PETROL	#2 GREASE		378.15
466986	WESCO	U-DIES		63.06
491677	WESCO	U-DIES		137.59
GRAND TOTAL:				177,169.02



MICHIGAN SOUTH CENTRAL POWER AGENCY

720 HERRING ROAD • LITCHFIELD, MICHIGAN 49252
 PHONE (517) 542-2346 • FAX (517) 542-3049
 www.mscca.net

ORIGINAL INVOICE

MARSHALL CITY ELECTRIC DEPARTMENT
 323 WEST MICHIGAN AVENUE
 MARSHALL, MICHIGAN 49068
 Attn: Mr. Tom Tarkiewicz

Invoice Date: 16-Feb-17
 Due Date: 28-Feb-17
 Service From: 01-Jan-17
 To: 31-Jan-17

	Peak Demand	16,175 kw		
	Total Energy Received	9,450,335 kWh		
	Hydro Generation	86,831 kWh		
	Net Billing kWh's	9,363,504 kWh		
			Debt Service Costs and Capacity Credits	
<u>Area</u>	<u>Entitlement %</u>	<u>Operating and Maintenance Costs</u>	<u>Debt Service Costs and Capacity Credits</u>	<u>Total</u>
SUBSTATION LOAD COST		298,629.65		298,629.65
MARKET RESOURCE VALUE		(151,721.13)		(151,721.13)
PROJECT 1-ENDICOTT	24.0%	24,770.05	-	24,770.05
PROJECT IV	0.0%	-	-	-
PRAIRIE STATE	16.7%	52,795.30	33,668.31	86,463.61
MENOMINEE HYDRO	24.0%	31,320.03	-	31,320.03
OCONTO FALLS HYDRO	24.0%	15,082.13	-	15,082.13
AFEC	16.5%	106,904.83	8,362.52	115,267.35
AMP HYDRO 1	20.9%	(54,848.14)	106,143.52	51,295.38
AMP HYDRO 2 GREENUP	18.4%	(3,149.92)	5,614.98	2,465.05
AMP HYDRO 2 MELDAHL	18.4%	(8,081.21)	18,663.27	10,582.06
AMP SOLAR	0.0%	-	-	-
AMP CONTRACTS	0.0%	-	-	-
AMPGS	0.0%	-	-	-
TRANSMISSION	16.6%	101,584.31		101,584.31
MISO	21.1%	19,189.49		19,189.49
SUBSTATION	34.4%	-		-
ADMINISTRATION	13.8%	39,421.98		39,421.98
MEMBER	75.0%	2,442.78		2,442.78
MEMBER HYDRO	34.5%	-		-
CAPACITY		-		-
RATE STABILIZATION		-		-
TOTAL COST	\$	474,340.16	172,452.60	646,792.76
	\$/kWh	0.05066	0.01842	0.06908
CREDITS	\$	(2,442.78)	-	(2,442.78)
	\$/kWh	(0.00026)	0.00000	(0.00026)
NET COST	\$	471,897.38	172,452.60	644,349.98
	\$/kWh	0.05040	0.01842	0.06882
Pay this amount				\$ 644,349.98

Any amounts due and not paid by the due date shall bear interest at the rate of 1% per month until paid.

User: ctanner
DB: Marshall

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
145970911-0117	A T & T	ACCT #145970911		77.00
012617	BROWN, GLEN	ENERGY OPTIMIZATION - LED BULBS		6.99
012617	CAIN-DEROUIN, JULIE	GIFT FOR DAVE DAVIS		16.95
2016 WTR #2	CALHOUN COUNTY TREASU	2016 WINTER DIST #2 01/01/17--01/31/17		47,678.85
013117	CALHOUN COUNTY TREASU	JANUARY TRAILER FEES		80.00
2016 WTR #2	CALHOUN INTERMEDIATE	2016 WINTER DIST #2 01/01/17--01/31/17		134,142.26
155184	CITY OF MARSHALL	PETTY CASH REIMBURSEMENT		19.50
203941265814	CONSUMERS ENERGY	1000 0033 5602		2,834.86
205187182473	CONSUMERS ENERGY	1000 0916 3203		183.00
205187182475	CONSUMERS ENERGY	1000 0916 3708		311.93
205187182476	CONSUMERS ENERGY	1000 0916 3971		957.54
203051333329	CONSUMERS ENERGY	1030 1852 1130		2,275.42
203051333326	CONSUMERS ENERGY	1030 1852 0884		815.64
202161402180	CONSUMERS ENERGY	1030 1580 0248		791.74
201627431035	CONSUMERS ENERGY	1030 1352 1119		15.29
203763268176	CONSUMERS ENERGY	1030 0915 7670		38.27
202606372126	CONSUMERS ENERGY	1000 6710 1772		68.91
205187182083	CONSUMERS ENERGY	1000 0759 4680		446.55
206432916492	CONSUMERS ENERGY	1000 7224 3312		381.52
205187182474	CONSUMERS ENERGY	1000 0916 3435		681.02
012617	DEGRAW, RON	ENERGY OPTIMIZATION - LED FIXTURE		10.00
011317	FRIEND, LEE	TRAVEL EXPENSE REIMBURSEMENT		51.70
011217	GROENEVELD, ANDREW	TRAVEL EXPENSE REIMBURSEMENT		51.63
3132911	INTERNATIONAL CODE CO	MEMBERSHIP DUES - TIM MUSSER		135.00
2016 WTR #2	KELLOGG COMMUNITY COL	2016 WINTER DIST #2 01/01/17--01/31/17		78,799.55
2016 WTR #2	MARSHALL AREA FIRE FI	2016 WINTER DIST #2 01/01/17--01/31/17		21,804.93
020317	MARSHALL COMMUNITY CU	REFUND DUPLICATE PAYMENT OF TAXES		479.69
9421-0117	MARSHALL COMMUNITY CU	9421 - SEARS		139.01
3507-0117	MARSHALL COMMUNITY CU	3507 - MCDONALD		492.53
1004-1216	MARSHALL COMMUNITY CU	1004 - SCHWARTZ		186.15
1004-0117	MARSHALL COMMUNITY CU	1004 - SCHWARTZ		255.29
2016 WTR #2	MARSHALL PUBLIC SCHOO	2016 WINTER DIST #2 01/01/17--01/31/17		339,079.45
S4081705.001	MEDLER ELECTRIC COMPA	EXTERIOR LED LIGHTS		123.51
020317	MICHIGAN MUNICIPAL TR	2017 BASIC INSTITUTE - WILLIAM DOPP III		550.00
011917	PHOENIX, DARLA	ENERGY OPTIMIZATION - LED BULBS		13.98
011217	POTTER, MATTHEW	TRAVEL EXPENSE REIMBURSEMENT		49.07
012417	SOUTHWEST MICHIGAN BR	APWA MEMBERSHIP		20.00
011717	SUNDBERG, KIP	SCHOOL LUNCH		14.23
01/26/17	VAUGHN, ANNETTE	ENERGY OPTIMIZATION - LED BULBS		61.90
13934621-0117	WOW! BUSINESS	ACCT #013934621		35.29
011717	ZEBOLSKY, JOEL	SCHOOL LUNCH		15.48
GRAND TOTAL:				634,191.63

APPROVAL LIST FOR CITY OF MARSHALL
EXP CHECK RUN DATES 02/10/2017 - 02/10/2017
JOURNALIZED
OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
137641	AD-VISOR & CHRONICLE	JANUARY ADS		550.58
020317	ADKINS, KARRI	REFUND SECURITY DEPOSIT		465.00
020916	BOYER, RICK	P/N 13-53-000-217-02 REFOND DUPLICATE P		377.01
020317	CALHOUN CO. F.O.P.	ADVERTISING		90.00
DEL PERS PRPTY	CALHOUN COUNTY TREASU	DEL PERSONAL PROPERTY 07/01/16 - 12/31/		525.41
DEL PER PRPTY	CALHOUN COUNTY TREASU	DEL PERSONAL PROPERTY 07/01/16 - 12/31/		3,272.16
123116	CALHOUN INTERMEDIATE	DEL PERSONAL PROPERTY 07/01/16 - 12/31/		1,458.95
2551335959-0217	CHEMICAL BANK SOUTH	HSA ACCT #2551335959 DELAPAS, JOE		585.00
2550996785-0217	CHEMICAL BANK SOUTH	HSA ACCT #2550996785 DAVE JOHNSON		585.00
123116	KELLOGG COMMUNITY COL	DEL PERSONAL PROPERTY 07/01/16 - 12/31/		1,882.40
020317	LINDSEY, BEVERLY	REFUND SECURITY DEPOSIT		12.00
82130231059095-021	LOWES BUSINESS ACCOUN	ACCT #821 3023 105909 5		258.63
123116	MARSHALL DISTRICT LIB	DEL PERSONAL PROPERTY 07/01/16 - 12/31/		1,011.67
123116	MARSHALL FIREFIGHTER	DEL PERSONAL PROPERTY 07/01/16 - 12/31/		270.62
123116	MARSHALL PUBLIC SCHOO	DEL PERSONAL PROPERTY 07/01/16 - 12/31/		4,864.50
249-005376629	REPUBLIC SERVICES #24	ACCT #3-0249-1022021		1,021.39
021017	STATE OF MICHIGAN	2015 IFT TAX - FINAL PAYMENT FORM 170B		1,769.51
10058364-0117	WOW! BUSINESS	ACCT #010058364		32.97
14226414-0117	WOW! BUSINESS	ACCT #014226414		91.05
011317	YARGER, ALISON	TRAVEL EXPENSE REIMBURSEMENT		89.59
GRAND TOTAL:				19,413.44



ADMINISTRATIVE REPORT
FEBRUARY 21, 2017 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members
FROM: Natalie Dean, Assistant City Manager/Director
Tom Tarkiewicz, City Manager
SUBJECT: Approve Cronin Deadline Extension Request

BACKGROUND: Cronin Development LLC, comprised of partners Gary Cooper and Steve Eyke, are requesting a 6 month extension to their original MEDC imposed deadline of April 30, 2017. This 6 month extension will require them to complete the entire project, apartments and restaurant, by October 30, 2017.

The extension request from the Cronin partners is due to unforeseen construction issues with the building and the lack of availability of contractors. Staff has toured the building on a weekly basis and can verify that regular progress is taking place. When the development is finished, Marshall's downtown will see 7 new apartments, 2 hotel suites, and an exciting new restaurant.

RECOMMENDATION: Staff recommends that Council approve the extension request from Cronin Development LLC for the project completion date on or before October 30, 2017.

FISCAL EFFECTS: None.

CITY GOAL CLASSIFICATION:

GOAL AREA I. ECONOMIC DEVELOPMENT

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

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Natalie Dean
Assistant City Manager
Director of Community Services

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com



101 Evening Star Lane_Okemos_Michigan_48864

February 7, 2017

Natalie Dean
Assistant City Manager and Director

City of Marshall
323 W. Michigan Ave.
Marshall, MI 49068

Dear Natalie,

We, Cronin Development LLC, wish to request a six month extension for the finishing of the extensive renovation and restoration of the property at 101 West Michigan Avenue in downtown Marshall. Our present grant and agreement with the City and MEDC is for the project in its entirety, including the restaurant and apartments, to be open by April 30, 2017. Due to a number of unforeseeable issues with the condition of the building, as well as the availability of contractors, the apartments won't be available until June and the restaurant is slated for opening by or before October 2017. We have funding in place and commitments from trades for this time frame.

The Cronin Development has met its first deadline of February 28th for the funding of the restaurant and in good faith, we are requesting a 6-month extension on the second deadline of April 30, 2017. If granted, the extension until October 30, 2017 will allow for Marshall to have an exciting new addition to their beautiful downtown.

Thank you for your consideration and your support of this exciting project.

Best regards,

Steve Eyke

Gary Cooper



ADMINISTRATIVE REPORT
February 21, 2017 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

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

SUBJECT: Brooks Field – Tree Clearance

BACKGROUND: On July 5, 2016 the Michigan Department of Transportation (MDOT) Office of Aeronautics conducted an inspection of Brooks Field. This inspection stated that the airport looks neat and well maintained with the pavement and markings in good to fair condition. As two of the noted items related to tree heights and runway obstruction clearances Brooks Field was placed on a 60 day provisional license. Due to the fact that these trees were located within active crop fields we requested and MDOT granted Brooks Field a 60 day extension to this provisional license so that the crops could be harvested.

Brooks Field has easements to access the adjacent properties for purposes of trimming trees that impact Runway 28. We contacted both property owners regarding complete removal of these trees, one property owner allowed our contractor to remove the trees. The other owner only allowed our contractor to trim the trees as required for the runway clearances. In future years these trees will require additional trimming.

Several local contractors were contacted to obtain pricing for completion of this work. It was determined that All Reliable Services, Inc. (ARS) was most economical working at the rates negotiated for tree work with the Electric Department. ARS completed this work in late December and January at a cost of \$14,149.04. This cost was unanticipated by the Director of Public Services and Airport Manager and in future years the cost for tree trimming work will be included in our normal budgeting process.

RECOMMENDATION: It is our recommendation to amend the FY16-17 budget and increase line item 295-895-820.00 by \$14,200.00 to account for the unanticipated cost for this tree work.

FISCAL EFFECTS: Funds shall be transferred from the Airport Fund Balance in the amount of \$14,200.00 to line item 295-895-820.00 – Contracted Services.

CITY GOAL CLASSIFICATION:

GOAL AREA 4. INFRASTRUCTURE

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

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

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cityofmarshall.com

ALTERNATIVES:

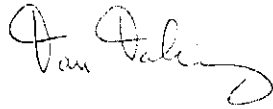
As suggested by Council.

Respectfully submitted,



Kristin Bauer
Director of Public Services

Craig Griswold
Airport Manager



Tom Tarkiewicz
City Manager



ADMINISTRATIVE REPORT

February 21, 2017 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: Kristin Bauer, Director of Public Services
Michael Hackworth, DPW/Motor Pool Superintendent
Tom Tarkiewicz, City Manager

SUBJECT: Police Vehicle Replacement & Brush Hog Purchase

BACKGROUND: The City's Motor Vehicle Pool (MVP), Capital Outlay Budget for FY 2017, as adopted by Council, proposed for the replacement of one fleet vehicle (\$23,000), one police vehicle (\$28,500), two zero turn mowers (\$20,500), and one wood chipper (\$65,000) for a total cost of \$137,000.

In December 2016 a fleet vehicle, with on-going issues, experienced complete engine failure. It was determined to forego purchase of the chipper at that time and replace this vehicle. Replacement cost of the vehicle was \$28,217, leaving a balance of \$36,783 in MVP Capital Outlay.

In January 2017, the 2011 Chevy Tahoe (M2) operated by the police department, experienced significant issues that are estimated to cost over \$7,000 to repair. With a vehicle mileage of 92,000 miles and its current age, it has been determined that it is not prudent to fix this vehicle. A new police vehicle purchased through the MiDeal program from Boshear's Ford will cost \$28,568. The local cost is \$306 more than the State's vendor in Woodhaven. The City would spend more going to pick up the vehicle in Woodhaven.

Our mechanic has also determined that the 3 point brush hog tractor attachment, used for roadside and park mowing, must be replaced due to unsafe operating conditions. This attachment has been welded/reinforced and can no longer be repaired in such a way to make it safe to operate. A new attachment is estimated to cost no more than \$3,500 and can also be purchased utilizing the MiDeal program.

RECOMMENDATION: It is recommended that the City Council approve the purchase of a replacement police vehicle (M2), at a cost of \$28,568, through the MiDeal program from Boshear's Ford of Marshall, as well as, the purchase of a new brush hog attachment for the tractor through a preferred MiDeal vendor not to exceed \$3,500.

It is further recommended that the \$32,068 in funds needed for the above purchases be deducted from the \$36,783 remaining in the current FY16-17 MVP Capital Outlay Budget.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

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FISCAL EFFECTS: Funds shall be expended from the Motor Pool Fund, 661-898-970.00, Capital Outlay account, in the amount not to exceed \$32,068. No budget adjustment is required.

CITY GOAL CLASSIFICATION:

GOAL AREA 4. INFRASTRUCTURE

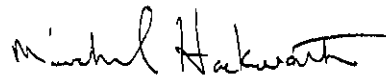
Goal Statement: Preserve, rehabilitate, maintain and expand city infrastructure and assets.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,



Kristin Bauer
Director of Public Services



Michael Hackworth
DPW Superintendent



Tom Tarkiewicz
City Manager