



# CITY OF ALBION CITY COUNCIL MEETING AGENDA

Meetings: First and Third Mondays – 7:00 p.m.

City Council Chambers ♦ Second Floor ♦ 112 West Cass Street ♦ Albion, MI 49224

COUNCIL-MANAGER  
GOVERNMENT

Council members and  
other officials normally in  
attendance.

## AGENDA

### COUNCIL MEETING

**Monday, March 20, 2017**

**7:00 P.M.**

**Garrett Brown**  
Mayor

**Maurice Barnes, Jr.**  
Council Member  
1<sup>st</sup> Precinct

**Lenn Reid**  
Council Member  
2<sup>nd</sup> Precinct

**Sonya Brown**  
Council Member  
3<sup>rd</sup> Precinct

**Marcola Lawler**  
Council Member  
4<sup>th</sup> Precinct

**Jeanette Spicer**  
Council Member  
5<sup>th</sup> Precinct

**Andrew French**  
Council Member  
6<sup>th</sup> Precinct

**Sheryl L. Mitchell**  
City Manager

**The Harkness Law Firm**  
Atty Cullen Harkness

**Jill Domingo**  
City Clerk

### PLEASE TURN OFF CELL PHONES DURING MEETING

- I. CALL TO ORDER
- II. MOMENT OF SILENCE TO BE OBSERVED
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL
- V. MAYOR AND COUNCIL MEMBER'S COMMENTS
- VI. PRESENTATIONS
  - A. Recognition of Sponsors for Cardboard Sled Race-Stacey Levin, Justin Reniger & Scott Kipp
  - B. Marshall Public Schools Update-Dr. Randy Davis
  - C. Update from AmeriCorps Vista-Albion Forward Survey-Danielle Nelson & Morgan Hull
- VII. PUBLIC HEARING
  - A. Proposed Revocation of the Liquor License for Cascarelli's Tavern, Inc., 116 S. Superior St, Albion
  - B. Proposed Michigan Department of Natural Resources Trust Fund Grant Application for the Albion River Trail Expansion II Project
- VIII. PUBLIC COMMENTS (Persons addressing the City Council shall limit their comments to **agenda items only** and to no more than three (3) minutes. Proper decorum is required.)
- IX. CONSENT CALENDAR (VV)  
(Items on Consent Calendar are voted on as one unit)
  - A. Approval Regular Council Session Minutes, March 6, 2017

NOTICE FOR PERSONS WITH  
HEARING IMPAIRMENTS  
WHO REQUIRE THE USE OF A  
PORTABLE LISTENING DEVICE

Please contact the City  
Clerk's office at  
517.629.5535 and a listening  
device will be provided  
upon notification. If you  
require a signer, please  
notify City Hall at least five  
(5) days prior to the posted  
meeting time.



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B. Approval Joint Study Session w/Planning Commission Minutes-  
March 14, 2017

X. ITEMS FOR INDIVIDUAL DISCUSSION

A. Request Approval Resolution # 2017-04, A Resolution to Object to  
the Renewal of and Request for Revocation the Liquor License for  
Cascarelli's Tavern, Inc. (RCV)

B. Request Approval Resolution # 2017-07, A Resolution for Public  
Posting of City of Albion Job Opportunities (RCV)

C. Request Approval Resolution # 2017-10, A Resolution to Approve  
Bid and Entry into Agreement with Franklin Holwerda for Wastewater  
Treatment Plant Improvements (RCV)

D. Request Approval Emergency Purchase for City Hall Elevator Repair  
(RCV)

E. Request Approval Emergency Purchase to Replace & Rebuild  
Wastewater Treatment Pump (RCV)

F. Request Approval Resolution # 2017-11, Resolution to Approve  
Holland Park Equipment Purchase for Teen Section (RCV)

G. Request Approval Resolution # 2017-12, Approve Michigan  
Department of Natural Resources Trust Fund Grant Application for  
the Albion River Trail Expansion II Project (RCV)

H. Request Approval of Annual Mechanical Amusement  
Devices for: (RCV)

1. Albion College
2. Leisure Hour Club
3. Pizza Hut
4. Redbox Automated
5. Spartan Stores/Family Fare

I. Request Approval of Annual Commercial Garbage Service for:  
(RCV)

1. Republic Waste
2. Waste Management
3. Granger Container Service (Residential &  
Commercial)

J. Discussion/Approval 1<sup>st</sup> Reading Ordinance # 2017-03, Amend  
Ordinances # 66-139, Solid Waste Fines (RCV)



# CITY OF ALBION CITY COUNCIL MEETING AGENDA

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K. Request Approval for Knights of Columbus Annual Tootsie Roll Fundraiser on April 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup>, 2017. (RCV)

L. Discussion-Agenda for Joint Meeting with Marshall Public Schools

M. Discussion-Curb, Sidewalk & Street for Ford Road

N. City Manager Report

O. Future Agenda Items

P. Motion to Excuse Absent Council Member(s)

XI. PUBLIC COMMENTS (Persons addressing the City Council shall limit their comments to no more than three (3) minutes. Proper decorum is required.)

XII. ADJOURN

**CITY OF ALBION**  
**NOTICE OF PUBLIC HEARING ON THE PROPOSED REVOCATION OF**  
**THE LIQUOR LICENSE FOR CASCARELLI'S TAVERN, INC (116 S.**  
**SUPERIOR ST., ALBION, MI 49224)**

City of Albion will conduct a public hearing at their regularly scheduled meeting on March 20, 2017 at 7:00 P.M. at City of Albion, City Hall, 2<sup>nd</sup> Floor Council Chambers, 112 W. Cass Street, Albion, MI 49224 for the purpose of affording the owners of Cascarelli's Tavern, Inc, as well as citizens of the City of Albion, an opportunity to examine and submit comments on the proposed revocation of Cascarelli's Tavern, Inc's liquor license. Comments may be submitted in writing through (February 20, 2017) or made in person at the public hearing. Citizen views and comments are welcome.

City of Albion  
Jill Domingo, City Clerk  
517.629.7864

**City of Albion**  
**NOTICE OF PUBLIC HEARING ON THE PROPOSED**  
**MICHIGAN DEPARTMENT OF NATURAL RESOURCES**  
**TRUST FUND GRANT APPLICATION FOR THE ALBION RIVER TRAIL**  
**EXPANSION II PROJECT**

City of Albion will conduct a public hearing at their regularly scheduled meeting on March 20, 2017 at 7:00 p.m. at City of Albion, City Hall, 2<sup>nd</sup> Floor Council Chambers, 112 W. Cass Street, Albion, MI 49224 for the proposed Michigan Department of Natural Resources Trust Fund Grant Application for the 'Albion River Trail Expansion II' project on The City Council will decide whether or not to approve a resolution allowing the City of Albion to submit the grant application to the Michigan Department of Natural Resources.

The proposed "Albion River Trail Expansion II" project will extend the existing Albion River Trail from where it crosses Albion Road north along the east side of Albion Road to Austin Avenue where it will extend west through McAuliffe Park and along the south side of Austin Avenue to 27 Mile Road/Industrial Boulevard. Copies of the project proposal are available for inspection by the public during regular business hours (8:00 am to 5:00 pm, Monday through Friday) in the City Clerk's office, 112 West Cass Street, Albion, Michigan and online at [www.cityofalbionmi.gov](http://www.cityofalbionmi.gov).

City of Albion  
Jill Domingo, City Clerk  
517-629-7864

City of Albion  
City Council Meeting  
March 6, 2017

I. Call To Order

Mayor Brown opened the regular session at 7:00 p.m.

II. Moment of Silence To Be Observed

III. Pledge of Allegiance

IV. Roll Call

PRESENT: Maurice Barnes (1), Lenn Reid (2), Sonya Brown (3), Marcola Lawler (4) Jeanette Spicer (5) and Andrew French (6) and Mayor Brown.

Staff Present: Sheryl Mitchell, City Manager; Cullen Harkness, City Attorney; Jill Domingo, City Clerk; Stacey Levin, Assistant City Manager; Tom Mead, Finance Director; Danielle Nelson, Special Projects Manager; John Tracy, Director Building, Planning & Code Enforcement and Scott Kipp, Chief Public Safety.

V. Mayor & Council Member's Comments

No Mayor and Council comments were received.

VI. Presentations

A. Books & More Update-Jim & Staci Stuart

Jim & Staci Stewart updated the Council on Books & More with the following presentation:

- ❖ The building was purchased in May 2016.
- ❖ The building was originally built in 1878 and in 1954 became Dickerson's Cleaners.
- ❖ Dorothy purchased the building in 2002 and created Books and More and in 2003 real coffee was purchased and added to the business.

❖ ***Upcoming changes:***

- ❖ Ownership will change to the Stuarts.
- ❖ The name will be changed to Stirling Books & Brew
  
- ❖ March-
  - ❖ Site Plan
  - ❖ Permits
  - ❖ POS system
  - ❖ Equipment
- ❖ April
  - ❖ Remodel
  - ❖ Inventory
  - ❖ Training
  - ❖ Interior Setup
  
- ❖ May 1, 2017 Stirling Books and Brew will open.
- ❖ May 2, 2017 Ribbon Cutting Ceremony
- ❖ Product will remain the same with a few additions:
  - ❖ Stronger book lines for children and teens
  - ❖ Coffee lines-will add teas and beverages
  - ❖ Products-add more local items such as candles, disc. golf
  - ❖ Services-strengthen special orders, used book buy back & gift wrapping
- ❖ Hours will be 11:00-10:00 daily
- ❖ Employees will remain the same adding Staci and Jim
- ❖ New POS system
- ❖ Everything labeled
- ❖ Some of the Interior updates will include:
  - ❖ Repaint
  - ❖ New Floor
  - ❖ Updated lighting
  - ❖ Café & comfy seating
  - ❖ New bookshelves
  - ❖ Will have a European fee
- ❖ Some of the exterior updates will include:
  - ❖ Paint the front of the building-will be similar style of the Ludington Building
  - ❖ New signage
  - ❖ Work on rear of the building
  - ❖ Potential of sidewalk seating which requires approval
- ❖ Has potential for expansion.
  - ❖ Would like to be used as a venue with ideas such as:

- ❖ Live music
- ❖ Author visits
- ❖ Local history
- ❖ Book clubs
- ❖ Live comedy
- ❖ Community Events
- ❖ Poetry
- ❖ Trivia nights
- ❖ Children's events
- ❖ Senior events
- ❖ Church groups
- ❖ Euchre tournaments
- ❖ Small groups/meetings

B. Proclamation-Dorothy Dickerson

Mayor Brown read aloud and presented Proclamation to Dorothy Dickerson.

Dorothy received a standing ovation.

C. Proclamation-15<sup>th</sup> Annual March of Meals Month

Mayor Brown stated March 17<sup>th</sup>, 2017 was designated as March for Meals Month.

D. DNR Grant-Danielle Nelson

Danielle Nelson, Special Projects Manager updated the Council on the Albion River Trail Expansion Project II with the DNR Trust Fund Grant:

- **Background:**
  - CCTA preparing proposal to DNR Trust Fund. The DNR Trust Fund is the same funding source of the current Albion River Trail Expansion Project
  - Connects Albion to major trail networks
  - Connects north side of town with Holland Park
  - Major bike ride from Port Huron to South Haven in 2019 and we want to be ready to show off.
  - Only municipalities are eligible to apply for the grant-so the City of Albion must be the one to submit the grant
  - Application is due April 1<sup>st</sup>.
- **Project Detail:**
  - River Trail to Austin Ave:

- New 5 foot wide sidewalks along east side of Albion St.
    - On-street “sharrow”
  - Albion St. to 27 Mile Rd.
    - 10 foot wide asphalt path on south side of road through McAuliffe Park
- **Project Cost and Funding:**
  - Estimated \$340,000 investment into Albion St./Austin Ave./McAuliffe Park
  - Asking \$255,000 from DNR
  - Project requires 25% match=\$85,000
    - Battle Creek Community Foundation graciously sent a letter of support that guarantees that they will match whatever the City and CCTA are not able to raise.
    - Match will be a combination of grants and City funding.
- **Next Steps:**
  - Public Hearing at March 20<sup>th</sup> Council Meeting
  - Council Resolution to submit application to DNR at March 20<sup>th</sup> Council Meeting
  - Securing letter of support/commitment from property owners

Comments were received from Council Member French.

E. Update on AmeriCorps Vista-Albion Forward Survey & other Projects-Danielle Nelson & Morgan Hull

Morgan Hull and Danielle Nelson updated the Council on the AmeriCorps Vista Projects with the following:

- The Albion Forward survey began on January 3, 2017 and will run through March 31, 2017.
- The survey is for Albion residents 18 and older and is a 28 questions.
- The purpose of the survey is to gain input on the following:
  - How you Receive Information
  - Health Care Access
  - Education
  - Food Access
  - Economic Opportunities
  - Transportation
  - Community Planning
- Target number of surveys is 500 by the March 31<sup>st</sup> deadline. They currently have received 360 responses.
- Another project will be a diabetes cooking class with Bon Appetit Chef Ken Dixon. This is a free class for residents either diagnosed with

diabetes or are borderline or is a caretaker of someone with diabetes. Participants will go home with groceries, supplies and knowledge for healthy, convenient, diabetes friendly cooking.

- The Diabetes Cooking Class will be held on Friday, March 24, 2017 at 6:30 p.m. and Saturday, March 25, 2017 at 1 p.m. Both classes will be held at the Albion Food Hub, 112 E. Erie Street, Albion.
- The Diabetes Cooking Class is an example of how non-profits and City government can help to address the need of the community and also helps to generate programming.

VII. **Citizen's Comments** (Persons addressing the City Council shall limit their comments to **agenda items only** and to no more than five (5) minutes. Proper decorum is required.)

Comments were received from Mike Bearman, 11016 29 Mile Rd who applauded Danielle Nelson for all her hard work and accomplishments with the City and also the Vista AmeriCorps program.

VIII. **Consent Calendar (VV)**

- A. Approval Regular Session Minutes – February 21, 2017
- B. Approval Special Session Minutes-February 27, 2017
- C. Approval Goal Setting Study Session Minutes-February 27, 2017
- D. Approval Goal Setting Study Session Minutes-February 28, 2017

French moved, Reid supported, CARRIED, to approve the Consent Calendar as presented. (7-0 vv)

IX. **Items for Individual Discussion**

- A. Request Approval 2nd Reading Ordinance # 2017-02, An Ordinance to Amend Ordinances 66-139 and 66-176 Solid Waste (RCV)

Comments were received from Council Member Lawler and City Manager Mitchell.

French moved, Lawler supported, CARRIED, to Approve 2<sup>nd</sup> Reading Ordinance # 2017-02, An Ordinance to Amend Ordinances 66-139 and 66-176 Solid Waste as presented. (7-0 rcv)

- B. Request Approval for the Red, White and Blue Cruise-In to use the East Parking Areas Behind Buildings between Cass St. & Erie St. including Stoffer Plaza Market Place (RCV)

Comments were received from Council Member French; City Manager Mitchell; Nidia Wolf, 409 Irwin Avenue and Al Smith.

French moved, Spicer supported, CARRIED, to Approve Red, White and Blue Cruise-In to use the East Parking Areas Behind Buildings between Cass St. & Erie St. including Stoffer Plaza Market Place as presented. (7-0, rcv)

C. Request Approval Resolution # 2017-06, Request for Monthly Budget Updates (RCV)

Comments were received from Council Members Brown, Barnes, Spicer, French and Reid; Tom Mead, Finance Director; City Manager Mitchell and Mayor Brown.

Brown moved, Spicer supported, CARRIED, to Call the Question. (6-1, rcv) (Barnes dissenting)

Comments were received from Council Member Barnes.

French moved, Spicer supported, CARRIED, to Amend Resolution # 2017-06 Eliminating One Page Reference. (6-1, rcv) (Barnes dissenting)

Brown moved, French supported, CARRIED, to Approve Resolution # 2017-06 with the above amendment. (6-1, rcv) (Barnes dissenting)

D. Discussion/Approval Resolution # 2017-07, A Resolution for Public Posting of City of Albion Job Opportunities (RCV)

Comments were received from Council Members Spicer, Barnes, French and Lawler; Mayor Brown; City Attorney Harkness and City Manager Mitchell.

French moved, Barnes supported, CARRIED, to **TABLE** Resolution # 2017-07, A Resolution for Public Posting of City of Albion Job Opportunities with updated language to the next meeting. (5-2, rcv) (Brown and Mayor Brown dissenting)

E. Request Approval Resolution # 2017-08, A Resolution to Approve Recommendation of Special Event Liquor License for the Sister City Event (RCV)

Comments were received from Council Member Brown, Mayor Brown and Mary Slater, 517 E. Michigan Avenue.

French moved, Spicer supported, CARRIED, to Approve Resolution # 2017-08, A Resolution to Approve Recommendation of Special Event Liquor License for the Sister City Event as presented. (7-0, rcv)

F. Request Approval Resolution # 2017-09, Resolution for Approval of Contracts with Abraham & Gaffney, P.C. for Fiscal Year 2016 Auditing Services (RCV)

Comments were received from Mayor Brown and City Manager Mitchell.

French moved, Barnes supported, CARRIED, to Approve Resolution # 2017-09, Resolution for Approval of Contracts with Abraham & Gaffney, P.C. for Fiscal Year 2016 Auditing Services as presented. (7-0, rcv)

G. Holland Park Update

Council Member Reid stated last year History Hill and a portion of the Senior Center was added to Holland Park. The build for this year will be putting in six (6) pieces for the teen center and will be starting soon. The committee would like to have this completed prior to the Juneteenth celebration. \$20,000 was received from Calhoun County Convention and Visitors Bureau. Supervisors, those with expertise on placing pieces and general volunteers are needed to help with the project. Once the teen project is completed, the committee will begin work on the pavilion and canoe/kayak areas. Council Member Reid is also working with Senator Nofs on funding for the park renovation.

Comments were received from Council Member French who thanked Council Member Reid for all her hard work on the Holland Park renovation project.

H. Albion Malleable Update

Council Member Barnes stated he would like to see this property redeveloped with a large manufacturing plant that would attract potential residents to Albion and create jobs for those residents with low education and socio-economic status.

I. Austin Avenue Initiative Update

Council Member Barnes stated he would like to see progress in this area. He would like to see reinvestment on Austin Avenue as it is a historical area.

- 608 Austin Avenue-is a hazard to public safety and should be demolished. We also need to find out date of birth of owner on record.
- 610 Austin Avenue-The City has worked with this owner to no avail and something needs to be done with the property.
- 612 Austin Avenue-Property owner has informed City that have a use planned but the City has nothing on record. Would like to see the plan for this property.
- 618 Austin Avenue-Multiple notices have been sent on this property with no action taken. The property owner is deceased. Would like to know if the taxes are being paid on this property.

#### J. Discussion on Demolition Legislation

Council Member Lawler stated the Union Steel building is falling apart, the roof is caving in and is an eyesore in the community. She would like for the City to look into funds for tearing the building down. The Michigan Thrive Initiative is a coalition of leading Michigan economic development organizations, cities and chambers who support legislation to unleash \$5 billion in major brownfield redevelopment projects that will transform cities across the state. This program which has not yet been adopted would help with properties such as Union Steel. One of the requirements of this program, is you must have a plan for re-development plan for the property in order to secure funds to tear it down. The property is currently owned by the Calhoun County Land Bank. An estimate of tear down costs would need to be completed on this property.

Comments were received from Council Members French and Reid; Mayor Brown, City Attorney Harkness and Director of Building, Planning & Code Enforcement Tracy.

#### K. Discussion on \$100/Day Fee for not complying with the Single Hauler Ordinance

Council Member Lawler stated she feels the \$100/day fee for not complying with the Single Hauler Ordinance is ridiculous and most residents would not be able to pay. She would like to see the fines lowered.

City Attorney Harkness stated he would recommend the schedule of fines to follow those found in Ordinance # 1-26, General Provisions which are as follows:

- \$50.00-First Offense
- \$100.00-Subsequent Offenses

This will allow discretion on the part of the City allowing a determination of how often a resident would be fined. This can be completed by making changes to Ordinances # 66-139, Solid Waste and Ordinance # 1-26, General Provisions. A certified letter would be mailed out allowing a 10 day window to become compliant along with the fee schedule before the fees would be imposed.

Comments were received from Council Members French and Spicer, Mayor Brown and City Manager Mitchell.

#### L. Oaklawn Dialysis Center Update

City Manager Mitchell stated the Albion Marshall Connector is available to Albion residents for their medical appointments, which includes the Oaklawn Dialysis Center in Albion. A question was raised relative to accommodating the early morning appointments. Due to the starting time of the drivers, the first pick up time in Albion is generally between 8am and 8:20am. The other pickup times in Albion are approximately between 9:30am-9:50am and 11:15am-11:30am. What could be suggested for individuals that need AMC for transportation is to schedule their medical appointments in coordination with the available pick up times.

Insurance that provided transportation as part of their coverage has not been accomplished due to issues with compensation.

Comments were received from Council Member Brown.

#### M. Discussion/Joint Meeting with Marshall Public Schools

Council Member Brown stated she would like a joint meeting with Marshall Public Schools to create an open dialogue with Marshall Public Schools and the City of Albion. She feels this would be beneficial to discuss concerns pertaining to education for children in the Albion community.

Council Member Barnes asked what the agenda items would entail and what goals are expected to be accomplished from the meeting. He stated that previous joint meetings with the school have not had any follow-up.

Comments were received from Council Members French and Reid and Mayor Brown.

N. Discussion/Approval Change Citizen Comments to Public Comments and Change from five (5) to three (3) minutes. (RCV)

Comments were received from Mayor Brown.

French moved, Spicer supported, CARRIED, to Approve Change Citizen Comments to Public Comments and Change from five (5) to three (3) minutes as presented. (7-0, rcv)

O. City Manager Report

City Manager Mitchell asked Director of Building, Planning & Code Enforcement Tracy to make a brief statement.

Director of Building, Planning & Code Enforcement Tracy stated on February 23, 2017 met with Amy Deprez and Neely Kent, information-assessment based visit to several locations:

- Industrial park.
- 600 Block of Austin Ave.
- EDC property in 600 Block, public parking?
- M-1 Zoned property north side of Austin Ave.
- On site tour of former Harvard, Hays Albion site.
- American Colloid.
- McIntosh Park area.
- Area of Albion Housing and Lincolnshire Homes.
- Brief review of commercial and residential zoned area between Cooper St. and N. Eaton St.
- Phase 3 commercial property on Bemer St.
- Former Union Steel site located on Brownswood.
- Waste water plant location.
- Consumer Powers new high-voltage line location and substation location.
- 710 W. Cass St., former commercial site located between Harris Field to N. Albion St.
- 1000 W. Erie St., former nursing home.
- City property located on Keefer Dr.

City Manager Mitchell updated the Council with the following City Manager report:

**City Manager:**

- Council and department heads held the 2-day goal setting session that was facilitated by Prof. Patrick McLean from the Gerald R. Ford Institute. The information is being compiled for the next steps. Asked the Council complete and return the evaluation form for these sessions.
- Tuesday, March 14 at 6:30pm - Joint work session with Planning Commission and City Council to discuss the Capital Improvement Plan

#### **Finance Department:**

- Income Tax Season. Innovative Software Services is being brought in to assist with the process.
- City Income Tax Forms are available and can be downloaded from the City website

#### **Assessing:**

- Provided Board of Review's Organizational meeting is March 7th at 2pm in City Hall. They convene on:
  - March 20-21 9am-4pm
  - March 23 3pm-9pm
- Written appeals must be received by March 21 at 5pm and appointments scheduled by March 2nd

#### **Public Services:**

- Granger Welcome Packets will be delivered to residents and flyers were included in water bills.
- Tree Dump passes are available for purchase at City Hall for \$10
- Establishing a process for landlords who want bills to go to their tenants
- Trash pickup will be Monday, Tuesday, and Thursday
- Yard waste will be picked up on Wednesday
- Containers will start being delivered this week through the end of March

#### **Public Safety:**

- Bill Timmins was promoted to sergeant and Nicole Wygant to Detective Sergeant.

**Recreation:**

- Hosted Albion Junior Optimists and Michigan District Junior Optimist Convention over the weekend

***BOARDS AND COMMISSIONS***

**Albion Building Authority:**

- Next regular meeting scheduled for March 9, 2017. Currently, in the process of drafting rental agreements with the EDC and ACF for the office space in the EDC Building

**Albion Trust:**

- Expecting the analysis from Miller Canfield regarding the Albion Trust before the end of the month.

**Economic Development Corporation:**

- Community Marketing work group with representative s from several organizations held initial meeting on Feb. 24th.

**Downtown Development Authority:**

- Working with MDOT representative to have periodic presentations to update the community on the M- 99/Superior Street project

**Ismon House** -moving forward with plans for the development of the 2nd floor . Bids are due by Feb. 28th.

- Received bids for renovation of the 2nd floor. Starting fundraising effort
- April 8th - Hosting a Tea with local men serving as celebrity hosts

**Planning Commission:**

- Approved applications for the Community Gardens

***OTHER ORGANIZATIONS***

### **AmeriCorps/Vista:**

- Albion Forward Online Survey:  
<https://www.surveymonkey.com/r/G8L5598>

### **Albion College:**

- Working with Calhoun County and City on applying for grant funding to further extend the recreation trail and expansion of the Equestrian Center. City of Albion will be approached about providing a letter of support for the project and grant funding.

### **Greater Albion Chamber & Visitors Bureau:**

- March 28 is Annual Dinner meeting at Duck Lake Country Club. Accepting nominations until Feb.22nd for Mary Cram Leadership Award, Tom Felpausch Community Loyalty Award, and Business of the Year Award.
- Eggs & Issues:  
The current schedule of Eggs & Issues meetings are as follows:
  - March 17 @ KCC EAC with catering TBD
  - April 21 @ American Legion
  - May 19 @ Duck Lake Country Club

### **Summit Pointe:**

- Summit Point Recovery Center will be opening in March at 215 E. Roosevelt. This new center will provide social detox guided by Recovery Coaches, who are former addicts

### **Resilient Communities - Cronin Project:**

- March 8th - Workshop
- April 18 & 20 - special workshops for law enforcement covering topics : history of racism as it relates to policing and trauma informed care

### ***EVENTS***

- March 20 - 21- Albion Branch NAACP and Albion College co-

sponsors of Scholar in Residence at Ludington and screening of "Night School" at the Bohm Theatre on March 22nd. A documentary investigating adult education and the dropout epidemic plaguing inner-city America.

- March 28 - Greater Albion Chamber of Commerce & Visitors Bureau - Annual Dinner at Duck Lake Country Club.

D. Future Agenda Items

- ❖ Mayor Brown asked that the following items be added to the next agenda:
  - Updated Resolution # 2017-07, Public Posting of City of Albion Job Opportunities
  - Draft of Ordinance for Change in Single Hauler non-compliance fees
  - Discussion of agenda items for joint meeting with Marshall Public Schools
- ❖ Council Member Spicer asked for sidewalk, curb and street repair for Ford Rd. be added to the next agenda.

E. Motion to Excuse Absent Council Member (s) (VV)

No action was necessary as all members were present.

X. Citizen's Comments

Comments were received from Gary Thompkins, 7<sup>th</sup> District Calhoun County Commissioner; Mike Bearman, 11016 29 Mile Rd; Denita Armstrong, Intern from Central Michigan University; Elrarene Showers, 805 Val Halla Drive and City Attorney Harkness.

XI. Adjournment

French moved, Spicer supported, CARRIED, to adjourn council session. (7-0 vv)

Mayor Brown adjourned the meeting at 9:40 p.m.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jill Domingo  
City Clerk

City of Albion  
Study Session  
March 14, 2017

I. CALL TO ORDER

Mayor Pro Tem Brown opened the study session at 6:30 p.m.

II. ROLL CALL

PRESENT: Sonya Brown (3), Marcola Lawler (4) Jeanette Spicer (5) and Andrew French (6). Council Member Reid arrived at 6:50 p.m. and Mayor Brown arrived at 7:00 p.m. Maurice Barnes (1) was absent.

STAFF PRESENT:

Sheryl Mitchell, City Manager; Lauren Elster, City Attorney Associate; Stacey Levin, Assistant City Manager; Jill Domingo, City Clerk; Jim Lenardson, Director Public Services; Scott Kipp, Chief Public Safety; Harry Longon, Deputy Director Public Services and Danielle Nelson, Special Projects Manager.

III. PUBLIC COMMENTS (Persons addressing the City Council shall limit their comments to no more than three (3) minutes. Proper decorum is required).

No comments were received.

IV. ITEMS FOR INDIVIDUAL DISCUSSION

A. Goal Setting Session

Danielle Nelson, Special Projects Manager updated the Council and Planning Commission on the Capital Improvement Plan with the following:

- The Capital Improvement Plan (C.I.P.) is a six (6) year plan designed to evaluate infrastructure projects.
- The draft plan is listed by project start date.
- The C.I.P. will include a one (1) page summary of each project.
- The goals have been spread out over the six (6) year plan.
- The goal for the meeting is to create a draft C.I.P. that will go to Planning Commission and Council for approval.
- The project scoring and prioritization was completed by the Committee on Thursday, March 9<sup>th</sup> and Sunday, March 11<sup>th</sup>, 2017
- The committee consisted of representatives from the Council, Planning Commission, City Manager and Department Heads.
- The scoring process was taken from the MEDC.
- The C.I.P. will be revisited each year to make changes. This is a "working document".
- The C.I.P. is a project specific method.

- The draft C.I.P. is listed below:

Start Year	Project #	Project Title	Score (out of 160)	Total Cost	Cost to City	Funding Sources Avail.
2017	S-014	Water Main Replacement	145	\$5,316,725.00		Bond Issue State Drinking Water Revolving Fund Fund Balance USDA-RD Loan/Grant (applications underway)
2017	S-025	Street Restoration/Replacement	134	\$ 209,000.00		Act 51 Funds Local Millage Fund
2017	S-001	Hot Patcher	80	\$ 80,000.00	45% with USDA-RD Grant	USDA-RD local loan equipment pool fund balance Operating Revenues
2018	S-011	Waste Water Influent Screen	147	\$ 800,000.00	\$ 800,000.00	USDA-RD local loan Issue bond Operating Revenues
2018	S-023	Digester Building & Equipment Rehab	141	\$1,800,000.00	45% with USDA-RD Grant	USDA-RD Bond Operating Revenues
2018	S-026	Irwin Ave. Construction Project	138	\$2,230,000.00	\$223,000.00 with ICE Grant	ICE Grant Category F Local Street Millage
2018	S-003	Replace/Restore N. Albion St. Bridge	137	TBD	TBD	TBD
2018	S-016	Roof Replacement	133	\$ 120,000.00	45% with USDA-RD Grant	USDA-RD Grant/Loan Operating Revenues Issue Bond
2018	S-012	Roof Replacement at Water Treatment Facility	122	\$ 30,000.00	\$ 30,000.00	Water Fund Balance
2018	S-013	Street Dept. Roof Replacement	100	TBD	TBD	TBD
2018	S-005	Vector Truck Purchase	89	\$ 350,000.00	45% with USDA-RD Grant	USDA-RD local loan equipment pool fund balance Operating Revenues

2018	S-020	City Hall Rehab	89	\$1,900,000.00		TBD
2018	S-008	Repair Seawall along Kalamazoo River	88	TBD	TBD	TBD
2018	S-022	Replace Roof - Cemetery Office	88	\$ 20,000.00		Cemetery Trust Fund Fund Balance
2018	S-002	Front-end Loader	82	\$ 250,000.00	45% with USDA-RD Grant	USDA-RD local loan equipment pool fund balance Operating Revenues
2018	S-010	Street Sweeper	69	\$ 275,000.00	45% with USDA-RD Grant	USDA-RD Local loan Equipment pool fund balance
2018	S-018	Purchase Asphalt Repair Truck	56	\$ 147,000.00	45% with USDA-RD Grant	USDA-RD Grant/Loan Local Loan Equipment Pool Fund Fund Balance Operating Revenues
2018	P-003	K-9 Police Cars	53	\$ 80,000.00	\$ 80,000.00	Operating Revenues
2019	S-027	Secondary Clarifier	135	\$ 800,000.00	45% with USDA-RD Grant	USDA-RD Bonding Operating Revenues
2019	S-029	Gravity Thickener	135	\$ 340,000.00	45% with USDA-RD Grant	USDA-RD State Revolving Fund Operating Revenues Bond Issue
2019	S-024	Filter Building and Equipment Repairs	133	\$ 640,000.00	45% with USDA-RD Grant	USDA-RD operating revenues issue bond
2019	S-009	WWTP Secondary Building Rehab	113	\$1,550,000.00	45% with USDA-RD Grant	USDA-RD Grant/Loan Operating Revenues Fund Balance
2019	S-015	Skating Pavilion - Victory Park	92	TBD	TBD	TBD
2019	S-007	Replace Dump Truck	80	\$ 250,000.00	45% with USDA-RD Grant	USDA-RD Local loan Fund Balance

2019	S-017	Backhoe Replacement	80	\$ 250,000.00	45% with USDA-RD Grant	USDA-RD Grant/Loan Local Loan Equipment Pool Fund Fund Balance Operating Revenues
2019	P-001	Motorola AX8000 Radios	72	\$ 160,000.00	\$ 8,000.00	Assistance to Fire Fighters Grant Operating Revenues
2019	R-001	Albion River Trail Expansion II	65	\$ 340,000.00	Less than \$85,000	DNR Trust Fund (applying) Battle Creek Community Foundation (secured) Enbridge (applying) Firekeepers (applying) Major Streets Fund - Act 51 Funding
2020	S-028	Sludge Holding Tanks	135	\$ 160,000.00	45% with USDA-RD Grant	USDA-RD State Revolving Fund Bond Issue Operating Revenues Fund Balance
2020	S-021	Ferric Feed System Replacement	124	\$ 270,000.00	45% with USDA-RD Grant	USDA-RD State Revolving Fund Bond Issue
2020	S-006	Medium Priority Roof Replacement - WWTP	122	\$ 200,000.00	\$ 200,000.00	Bond Issue Fund Balance
2020	P-004	SCBA Pack Replacement	106	\$ 90,000.00	\$ 4,500.00	Assistance to Fire Fighters Grant Operating Revenues
2020	S-004	Rieger Park Skating Shelter	74	TBD	TBD	TBD
2020	S-019	Purchase Used Bucket Truck	38	\$ 40,000.00	TBD	TBD
2021	P-002	Fire Engine	92	\$ 500,000.00	\$ 25,000.00	Grant General Fund Assistance to Fire Fighters Grant Capital Project Fund
2022						

Comments/Questions from the Council and Planning Commission were:

- Can Albion Street be added to the restore North Albion Street bridge project
- The Holland Park committee is currently working with Senator Nofs office on the canoe/kayak dock and may be able to receive additional help with funds for Albion street
- Would like to see restore North Albion Street bridge as a higher priority

- Are street projects treated separately and if not, would like to see added to the list
- All street projects have not been identified at this time
- Is there a max number of grant dollars the City can apply for in a year
- The City receives \$290,000 each year for street restorations
- The water main replacement and hot patcher for 2017 are separate USDA grant applications
- We need to pursue items in the year we are applying for the grants
- Has funding been secured for the 2017 and 2018 projects listed
- Projects must be identified before grant funding can be secured
- One of the main components of the C.I.P. is to allow the City to apply for an I.C.E. grant which is \$2.23 million dollars with a 10% city match. This would be used for water/sewer; some curb/gutter and a total street reconstruction of Irwin Avenue
- Many of the wastewater projects were engineering suggestions from the S.A.W. grant
- The grant application for the water tower/water main s currently underway. Funds may not be received until 2018
- The C.I.P. draft was based on the MEDC model and infrastructure did receive higher scores
- The state's new taxing program will increase the amount of funds the City receives with a \$2 million dollar increase over the next six (6) years
- The water infrastructure needs to be completed in specific stages
- Albion College will be repaving the Ferguson parking lot which the City may be able to coordinate with the College to save funds on the cost of the asphalt

The consensus of the Council and Planning Commission is to maintain the current draft and add the following items:

Start Year	Project #	Project Title
2017	River Trail Part I	R-002
2017	Parking Lots	S-030
2018	Amtrak Platform Repair	S-032
2018	Fiber Optic	S-033
2019	Sidewalk Surrounding School	S-034 SR25
2021	Dam Removal/Repair	S-031

**\*\*\*\* 2017 Research needed for:**

Replace/Restore N. Albion St. Bridge S-003  
Roof Replacement S-016; S-012; S-013; S-022

\*\*\*\*Also add additional information on cover sheet.

City Manager Mitchell stated the Public Hearing for the Capital Improvement Plan will be:

Planning Commission -Tuesday, March 21, 2017 at 7:00 p.m. City Hall, 2<sup>nd</sup> Floor Council Chambers

Council -Monday, April 3, 2017 at 7:00 p.m. City Hall, 2<sup>nd</sup> Floor Council Chambers

Comments were received from Council Members Brown, French, Spicer and Reid; Mayor Brown; Commissioners Strander; Kipp; Decker and Strand; City Manager Mitchell; Assistant City Manager Levin; Public Services Director Lenardson and Special Projects Manager Nelson.

- V. PUBLIC COMMENTS (Persons addressing the City Council shall limit their comments to no more than three (3) minutes. Proper decorum is required).

No comments were received.

VI. ADJOURNMENT

French moved, Brown supported, CARRIED, to ADJOURN Study Session. (6-0, vv).

Mayor Brown adjourned the Study Session at 7:50 p.m.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jill Domingo  
City Clerk



**CITY OF ALBION**  
**Office of the City Manager**  
**Sheryl L. Mitchell**

112 West Cass Street ♦ Albion, MI 49224  
517.629.7172 ♦ smitchell@cityofalbionmi.gov

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**MEMO**

**TO:** Honorable Mayor and City Council  
**FR:** Sheryl L. Mitchell, City Manager  
**DA:** March 6, 2017  
**RE:** **Agenda Summary**

ITEMS FOR INDIVIDUAL DISCUSSION

- A. **Request for Revocation the Liquor License for Cascarelli's Tavern, Inc.** The business owners were contacted by letter on June 23, 2016, regarding a significant outstanding balance of unpaid Personal Property Taxes dating back to 2007. They were given the opportunity to pay the outstanding balance or establish a written payment plan no later than June 30, 2016. They were advised that if the balance was not paid in full by December 31, 2016, the City would recommend to the Michigan Liquor Control Commission that their liquor license be revoked, pursuant to MCL 436.1501(2). As of December 31, 2016, an arrangement had been entered into for weekly payments and the remaining balance being paid off by February 28, 2017. The terms were not met, therefore the business owner was notified about this matter appearing before the City Council on March 20, 2017.

On Monday, March 6, 2017, met with Mr. Cascarelli. Agreed to enter into a new payment arrangement with monthly payments and a final payoff no later than August 11, 2017.

The Liquor License renewals occur on April 30th each year. According to the Michigan Liquor Control Commission any objections from the local legislative body must be filed 30 days prior. My recommendation is to proceed with the public hearing as published. If the owner is making the payments as agreed, no further action is required. If, however, they default on the agreement, the City can proceed with notifying the Liquor Control Commission.

City Manager recommends approval

- B. **Request Approval Resolution # 2017-07, A Resolution for Public Posting of City of Albion Job Opportunities.** The Resolution was requested by Council Member Brown and was initially introduced on March 6th. Council postponed to address language amendments. The resolution provides that there will be a public posting for seven (7) consecutive days, of all paid, non-union, city positions available for employment. Contracted or professional positions for services shall not be required to be posted. City Manager Recommends approval

- C. Request Approval Resolution # 2017-10, A Resolution to Approve Bid and Entry into Agreement with Franklin Holwerda for Wastewater Treatment Plant Improvements.** The City received a \$950,000 special appropriation from the MEDC for Wasterwater Treatment Plant improvements. Council approved Resolution #2016-76 to retain the services of Fleis & VandenBrink Engineering, Inc. (\$176,000) for design engineering services, bidding assistance and construction assistance. The responses to the RFP were received and the lowest responsible bidder is Franklin Holwerda Company of Wyoming, MI at 918,500, which was above the construction budget for the project. To reduce the cost of the project, one non-critical line item (Aeration Grid Removal & Replacement) was recommended to be removed from the project. The removal of this line item reduces the construction contract to \$881,000.00, which is only \$7,000.00 above the original estimate. All of the remaining construction items are in critical need of replacement. The resolution approves the award of the contract to Franklin Holwerda and approves the City entering into an agreement with Franklin Holwerda to provide the services described in the RFP. The council is also requested to approve Change Order No. 1 to remove the Aeration Grid Removal and Replacement form the project. City Manager Recommends approval
- D. Request Approval Emergency Purchase for City Hall Elevator Repair.** The elevator in City Hall has been inoperable. An inspection was requested and identified that the there are issues with the motor, pump, and valve. As a result, the oil was getting contaminated and had damaged the valve. Received two quotes from Otis Elevator. One is for \$5,000 for the valve replacement only. The other quote is for replacement of the entire power unit, including the valve for \$17,445.00. Neither of these amounts are presently projected to be available in the Municipal Building line item (#265) and will require a budget amendment. City Manager Recommends approval of \$17,445 for the emergency elevator repair and designated this amount as Assigned Fund Balance from the General Fund (#101)
- E. Request Approval Emergency Purchase to Replace and Rebuild Wastewater Treatment Plant Pump.** The Clow Yeoman Pump 6312 is out of service. An inspection identified that the total repair cost is \$11,975 and the cost for replacement is \$10,890. City Manager Recommends approval of \$11,975 for the emergency purchase and replacement for the Yeoman Pump and designated this amount as Assigned Fund Balance from the Sewer Fund (#590)
- F. Request Approval Resolution #2017-11, to Approve Holland Park Equipment Purchase for Teen Section.** The resolution authorizes the acceptance of the \$4,870 grant from Greenfields Outdoor and the net price of \$20,000 for the purchase of equipment in the Teen Fitness Zone, as part of the Holland Park improvements. City Manager recommends approval
- G. Request Approval Resolution #2017-12, Approve Michigan Department of Natural Resources Trust Fund Grant Application for the Albion River Trail Expansion II Project.** The Albion River Trail Expansion II project proposes to connect four regional trail systems heading west. The total project cost is \$340,000. The application to the Michigan Department of Natural Resources Trust fund is for \$255,000. The local match of 25% is \$85,000. The Battle Creek Community Foundation has committed to fulfill the match that is not raised through donations. City Manager recommends approval

- H. Request Approval of Annual Mechanical Amusement Devices** . Section 10-67 of the City Code requests that mechanical amusement devices that are operated in any public place or club must first obtain a license from the city council. A request has been received from: Albion College, Leisure Hour Club, Pizza Hut, Redbox Automated, Spartan Stores/Family Fare. City Manager recommends approval
- I. Request for Annual Commercial Garage Service**. City Code (Section 66-61 to 66-72) requires that any business that regularly picks up refuse to obtain a license. Additional requirements include a performance bond and vehicle inspections. Applications were received from Republic Waste and Waste Management for Commercial only and Granger Container Service for Residential and Commercial services. City Manager recommends approval
- J. Discussion / Approval 1<sup>st</sup> Reading Ordinance #2017-03, Amend Ordinances 66-139, Solid Waste Fines**. Requested by Council Member Lawler. The City's current ordinances presently provide for a \$100.00 per diem fine for failure to comply with utilizing a solid waste hauler. The request was for a reduction in the fine for the first offense and an increased penalty for subsequent offenses. Following the ten (10) notice provided by the City Manager, it is recommended that the first fine for non-compliance be \$50.00 and each subsequent offense be fined at \$100.00, with each day constituting a separate act of non-compliance. City Manager recommends approval
- K. Request Approval for Knights of Columbus Annual Tootsie Roll Fundraiser on April 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup>, 2017**. The Knights of Columbus, Father Oak Council No. 5255, has requested to host their Tootsie Roll fund-raiser to support people with intellectual disabilities. This will be the 47<sup>th</sup> annual statewide Tootsie Roll Drive. City Manager recommends approval
- L. Discussion - Agenda for Joint Meeting with Marshall Public Schools** Request by Council Member Brown for a joint meeting with Marshall Public Schools to create an open dialogue with the City of Albion in that it would be beneficial to discuss concerns pertaining to education for children in the Albion community. Council Member Barnes asked what the agenda items would entail and what goals are expected to be accomplished from the meeting.
- M. Discussion – Curb, Sidewalk and Street for Ford Road**. Requested by Council Member Spicer. Complaints have been received from a resident on Ford Road regarding the street, curb and sidewalk repair that is needed. Department of Public Services has prepared a proposal for the repairs as part of the 2017 Street Project for Council's consideration for Ford Road (\$102,000) and Terpenning (\$107,000). City Manager recommends approval

**Resolution #2017-04**

A RESOLUTION TO OBJECT TO THE RENEWAL OF AND REQUEST FOR REVOCATION THE LIQUOR LICENSE FOR CASCARELLI’S TAVERN, INC. (116 S. SUPERIOR ST., ALBION, MI 49224)

**Purpose and Finding:** As the council is aware, the City has been experiencing significant difficulty with businesses within the City becoming delinquent in the payment of their personal property taxes. In the case of Cascarelli’s Tavern Inc., as of February 2017, \$11,830.14 remains outstanding. Multiple efforts have been made to arrange for payment of the same with the business. The business has been responsive and entered into payments plans, however, the business has defaulted on those payment plans. The most recent correspondence to the business warned that if payment was not made, the City would seek the revocation of their liquor license. MCL 436.1501 specifically allows a local legislative body to object to the renewal of a liquor license or to recommend the revocation of the same. Given the lack of response by the business, the revocation/objection is recommended. Pursuant to statute, a public hearing has been properly noticed with the business having been given an opportunity to be heard.

Council Member \_\_\_\_\_ moved, supported by Council Member \_\_\_\_\_, to approve the following resolution.

**RESOLVED**, that for the reasons identified above, the Albion City Council, pursuant to MCL 436.1501, hereby objects to the renewal of any liquor license held by Cascarelli’s Tavern, Inc. (Business ID: 2042), should there be any default in its payment agreement;

**BE IT FURTHER RESOLVED**, that for the reasons identified above, the Albion City Council, pursuant to MCL 436.1501, hereby requests the revocation of any existing liquor licenses held by Cascarelli’s Tavern, Inc., (Business ID: 2042), should there be any default in its payment agreement;

Date: March 20, 2017

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I certify that this resolution was adopted by the City Council of the City of Albion on March 20, 2017.

\_\_\_\_\_  
Jill Domingo  
City Clerk

**Resolution #2017-07**

**A RESOLUTION TO FOR PUBLIC POSTING OF CITY OF ALBION JOB OPPORTUNITIES**

**Purpose and Finding:** Frequently employment opportunities with the City of Albion become available as city staff retires, moves on to other opportunities, etc. In the interest of making the public aware of employment opportunities with the City of Albion, it is being requested that they be publicly posted. The exception would be if a particular employment opportunity is a union position, a contracted professional services position, or a non-paid position.

Council Member \_\_\_\_\_ moved, supported by Council Member \_\_\_\_\_, to approve the following resolution.

**RESOLVED**, that the City Manager shall make a public posting, for not less than seven (7) consecutive days, of all paid, non-union, city positions available for employment. Contracted or professional positions for services shall not be required to be posted.

Date: March 20, 2017

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I certify that this resolution was adopted by the City Council of the City of Albion on March 20, 2017.

\_\_\_\_\_  
Jill Domingo  
City Clerk

**Resolution #2017-10**

**A RESOLUTION TO APPROVE BID AND ENTRY INTO AGREEMENT WITH  
FRANKLIN HOLWERDA FOR WASTEWATER TREATMENT PLANT  
IMPROVEMENTS**

**Purpose and Finding:** As the council is aware, the City of Albion previously sought grant funding for various wastewater projects within the City. The Michigan Economic Development Corporation (MEDC) has recently approved a grant in the amount of \$950,000.00 for the construction of wastewater treatment plan improvements. The City also engaged Fleis & Vandenbrink to assist the City with the request for proposals and the selection of the successful bidder. Fleis & Vandenbrink has selected Franklin Holwerda Company of Wyoming, MI as the lowest responsible bidder at \$918,500.00, which was above the construction budget for the project. To reduce the cost of the project, one non-critical line item (Aeration Grid Removal & Replacement) was recommended to be removed from the project. The removal of this line item reduces the construction contract to \$881,000.00, which is only \$7,000.00 above the original estimate. All of the remaining construction items remain in critical need of replacement. The next required step is to approve the award of the contract to Franklin Holwerda and to approve the City entering into an agreement with Franklin Holwerda to provide the services described in the RFP. The council will also need to approve Change Order No. 1.

Council Member \_\_\_\_\_ moved, supported by Council Member \_\_\_\_\_, to approve the following resolution.

**RESOLVED**, that the City of Albion hereby officially accepts the bid, dated March 1, 2017, of Franklin Holwerda, for the City of Albion Wastewater Treatment Plant Improvements RFP.

**BE IT FURTHER RESOLVED**, that the Mayor and Clerk are hereby authorized to sign the agreement between the City of Albion and Franklin Holwerda for services related to the City of Albion Wastewater Treatment Plant Improvements RFP.

**BE IT FURTHER RESOLVED**, that Change Order No. 1 (Aeration Grid Removal & Replacement) is simultaneously approved.

Date: March 20, 2017

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I certify that this resolution was adopted by the City Council of the City of Albion on March 20, 2017.

---

Jill Domingo  
City Clerk



**DATE:** 03/08/2017

**TO:**  
City Of Albion  
112 West Cass Street  
Albion, MI 49224

**FROM:**  
**Otis Elevator Company**  
One Jackson Square, Rm B50  
Jackson, MI 49201

**EQUIPMENT LOCATION:**  
City Of Albion  
112 West Cass Street  
Albion, MI 49224

Christopher Liepa  
Phone: (616) 498-8637  
Fax: (860) 622-0502

**PROPOSAL NUMBER:** PCO170308150544

**MACHINE NUMBER(S) :** F81766

We will provide labor and material to furnish and install on the above referenced machine(s) the following:

**ELEVATOR REPAIR**

Otis Elevator will provide parts and labor necessary to remove hydraulic oil from tank, filter oil, clean tank, and return to tank. We will adjust for proper operation after repair.

All material provided shall be manufactured and installed in accordance with the ASME A17.1 Safety Code for Elevators and Escalators.

An Otis Representative will contact you to schedule the work. All work will be performed during regular working days and hours of the Elevator Trade.

**Otis Service and Repair Order**

**PRICE: \$ 5,872.00**  
**Five thousand eight hundred seventy-two dollars**

This price is based on a one hundred percent (100 %) downpayment in the amount of \$ 5,872.00.  
This proposal, including the provisions printed on the last page(s), and the specifications and other provisions attached hereto shall, when accepted by you below and approved by our authorized representative, constitute the entire contract between us, and all prior representations or agreements not incorporated herein are superseded.

Submitted by: Christopher Liepa  
Title: Account Manager  
E-mail: christopher.liepa@otis.com

Accepted in Duplicate

**CUSTOMER**

Approved by Authorized Representative

**Otis Elevator Company**

Approved by Authorized Representative

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

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

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Print Name: - \_\_\_\_\_

Print Name: Doug Datema

Title - \_\_\_\_\_

Title General Manager

E-mail: - \_\_\_\_\_

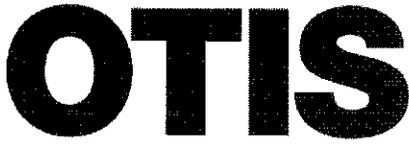
Name of Company - \_\_\_\_\_

Principal, Owner or Authorized Representative of Principal or Owner

Agent: \_\_\_\_\_  
(Name of Principal or Owner)

**TERMS AND CONDITIONS**

1. This quotation is subject to change or withdrawal by us prior to acceptance by you.
  2. The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described.
  3. Payments shall be made as follows: A down payment of one hundred percent (100 %) of the price shall be paid by you upon your signing of this document. Full payment shall be made on completion if the work is completed within a thirty day period. If the work is not completed within a thirty day period, monthly progress payments shall be made based on the value of any equipment ready or delivered, if any, and labor performed through the end of the month less a five percent (5%) retainage and the aggregate of previous payments. The retainage shall be paid when the work is completed. We reserve the right to discontinue our work at any time until payments shall have been made as agreed and we have assurance satisfactory to us that subsequent payments will be made when due. Payments not received within thirty (30) days of the date of invoice shall be subject to interest accrued at the rate of eighteen percent (18%) per annum or at the maximum rate allowed by applicable law, whichever is less. We shall also be entitled to reimbursement from you of the expenses, including attorney's fees, incurred in collecting any overdue payments.
  4. Our performance is conditioned upon your securing any required governmental approvals for the installation of any equipment provided hereunder and your providing our workmen with a safe place in which to work. Additionally, you agree to notify us if you are aware or become aware prior to the completion of the work of the existence of asbestos or other hazardous material in any elevator hoistway, machine room, hallway or other place in the building where Otis personnel are or may be required to perform their work. In the event it should become necessary to abate, encapsulate or remove asbestos or other hazardous materials from the building, you agree to be responsible for such abatement, encapsulation or removal, and in such event Otis shall be entitled to delay its work until it is determined to our satisfaction that no hazard exists and compensation for delays encountered if such delay is more than sixty (60) days. In any event, we reserve the right to discontinue our work in the building whenever in our opinion this provision is being violated.
  5. Unless otherwise agreed in writing, it is understood that the work shall be performed during our regular working hours of our regular working days. If overtime work is mutually agreed upon and performed, an additional charge therefore, at our usual rates for such work, shall be added to the contract price. The performance of our work hereunder is conditioned on your performing the preparatory work and supplying the necessary data specified on the front of this proposal or in the attached specification, if any. Should we be required to make an unscheduled return to your site to begin or complete the work due to your request, acts or omissions, then such return visits shall be subject to additional charges at our then current labor rates.
  6. Title to any material to be furnished hereunder shall pass to you when final payment for such material is received. In addition, we shall retain a security interest in all material furnished hereunder and not paid for in full. You agree that a copy of this Agreement may be used as a financing statement for the purpose of placing upon public record our interest in any material furnished hereunder, and you agree to execute a UCC -1 form or any other document reasonably requested by us for that purpose.
  7. Except insofar as your equipment may be covered by an Otis maintenance or service contract, it is agreed that we will make no examination of your equipment other than that necessary to do the work described in this contract and assume no responsibility for any part of your equipment except that upon which work has been done under this contract.
  8. Neither party shall be liable to the other for any loss, damage or delay due to any cause beyond either parties reasonable control, including but not limited to acts of government, strikes, lockouts, other labor disputes, fire, explosion, theft, weather damage, flood, earthquake, riot, civil commotion, war, mischief or act of God.
  9. We warrant that all services furnished will be performed in a workmanlike manner. We also warrant that any equipment provided hereunder shall be free from defects in workmanship and material. Our sole responsibility under this warranty shall be at our option to correct any defective services and to either repair or replace any component of the equipment found to be defective in workmanship or material provided that written notice of such defects shall have been given to us by you within ninety (90) days after completion of the work or such longer period as may be indicated on the front of this form. All defective parts that are removed and replaced by us shall become our property. We do not agree under this warranty to bear the cost of repairs or replacements due to vandalism, abuse, misuse, neglect, normal wear and tear, modifications not performed by us, improper or insufficient maintenance by others, or any causes beyond our control. We shall conduct, at our own expense, the entire defense of any claim, suit or action alleging that, without further combination, the use by you of any equipment provided hereunder directly infringes any patent, but only on the conditions that (a) we receive prompt written notice of such claim, suit or action and full opportunity and authority to assume the sole defense thereof, including settlement and appeals, and all information available to you for such defense; (b) said equipment is made according to a specification or design furnished by us; and (c) the claim, suit or action is brought against you. Provided all of the foregoing conditions have been met, we shall, at our own expense, either settle said claim, suit or action or shall pay all damages excluding consequential damages and costs awarded by the court therein and, if the use or resale of such equipment is finally enjoined, we shall, at our option, (i) procure for you the right to use the equipment, (ii) replace the equipment with equivalent noninfringing equipment, (iii) modify the equipment so it becomes noninfringing but equivalent, or (iv) remove the equipment and refund the purchase price (if any) less a reasonable allowance for use, damage and obsolescence.
- THE EXPRESS WARRANTIES SET FORTH IN THIS ARTICLE 9 ARE THE EXCLUSIVE WARRANTIES GIVEN; WE MAKE NO OTHER WARRANTIES EXPRESS OR IMPLIED, AND SPECIFICALLY MAKE NO WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR ANY PARTICULAR PURPOSE; AND THE EXPRESS WARRANTIES SET FORTH IN THIS ARTICLE ARE IN LIEU OF ANY SUCH WARRANTIES AND ANY OTHER OBLIGATION OR LIABILITY ON OUR PART.
10. Under no circumstances shall either party be liable for special, indirect, liquidated, or consequential damages in contract, tort, including negligence, warranty or otherwise, notwithstanding any indemnity provision to the contrary. Notwithstanding any provision in any contract document to the contrary, our acceptance is conditioned on being allowed additional time for the performance of the Work due to delays beyond our reasonable control. Your remedies set forth herein are exclusive and our liability with respect to any contract, or anything done in connection therewith such as performance or breach thereof, or from the manufacture, sale, delivery, installation, repair or use of any equipment furnished under this contract, whether in contract, in tort (including negligence), in warranty or otherwise, shall not exceed the price for the equipment or services rendered.
  11. To the fullest extent permitted by law, you agree to hold us harmless, and defend us and indemnify us against any claim or suit for personal injury or property damage arising out of this contract unless such damage or injury arises from our sole negligence.
  12. It is agreed that after completion of our work, you shall be responsible for ensuring that the operation of any equipment being furnished hereunder is periodically inspected. The interval between such inspections shall not be longer than what may be required by the applicable governing safety code. Notwithstanding any other provisions hereof, if any part delivered hereunder incorporates software, the transaction is not a sale of such software; rather, you are hereby granted merely a license to use such software solely for operating the equipment for which such part was ordered. By accepting delivery of such part, you agree not to copy or let others copy such software for any purpose whatsoever, to keep such software in confidence as a trade secret, and not to transfer possession of such part to others except as a part of a transfer of ownership of the equipment in which such part is installed, provided that you inform us in writing about such ownership transfer and the transferee agrees in writing to abide by the above license terms.
  13. In furtherance of OSHA's directive contained in 29 C.F.R. § 1910.147(f)(2)(i), which requires that a service provider (an "outside employer") and its customer (an "on-site employer") must inform each other of their respective lock out/tag out ("LOTO") procedures whenever outside servicing personnel are to be engaged in control of hazardous energy activities on the customer's site, Otis incorporates by reference its mechanical LOTO procedures and its electrical LOTO procedures. These procedures can be obtained at [www.otis.com](http://www.otis.com) by (1) clicking on "The Americas" tab on the left side of the website; (2) choosing "US/English" to take you to the "USA" web page; (3) clicking on the "Otis Safety" link on the left side of the page; and (4) downloading the "Lockout Tagout Policy Otis 6.0" and "Mechanical Energy Policy Otis 7.0," both of which are in .pdf format on the right side of the website page. Customer agrees that it will disseminate these procedures throughout its organization to the appropriate personnel who may interact with Otis personnel while Otis personnel are working on site at Customer's facility.
  14. This Agreement constitutes the entire understanding between the parties regarding the subject matter hereof and may not be modified by any terms on your order form or any other document, and supersedes any prior written or oral communication relating to the same subject. Any amendment or modifications to this Agreement shall not be binding upon either party unless agreed to in writing by an authorized representative of each party.



**DATE:** 03/16/2017

**TO:**  
City Of Albion  
112 West Cass Street  
Albion, MI 49224

**FROM:**  
Otis Elevator Company  
One Jackson Square, Rm B50  
Jackson, MI 49201

**EQUIPMENT LOCATION:**  
City Of Albion  
112 West Cass Street  
Albion, MI 49224

Christopher Liepa  
Phone: (616) 498-8637  
Fax: (860) 622-0502

**PROPOSAL NUMBER:** CLP170316063836

**MACHINE NUMBER(S) :** F81766

We will provide labor and material to furnish and install on the above referenced machine(s) the following:

**POWER UNIT (NEW)**

The existing power unit will be replaced with a new power unit. The new power unit consists of a positive displacement pump, motor, integral 4-coil control valve, oil tank and muffler. The pump and motor are submerged and are mounted to the tank with rubber isolators to reduce vibration and noise. A muffler is provided to dissipate pulsations and noise from the flow of hydraulic fluid. The valve consists of up, up leveling, down and down leveling controls along with manual lowering and a pressure relief valve.

All material provided shall be manufactured and installed in accordance with the ASME A17.1 Safety Code for Elevators and Escalators.

All work will be performed during regular working days and hours of the Elevator Trade.

Otis Service and Repair Order

**PRICE: \$ 17,445.00**  
**Seventeen thousand four hundred forty-five dollars**

This price is based on a one hundred percent (100 %) downpayment in the amount of \$ 17,445.00.  
This proposal, including the provisions printed on the last page(s), and the specifications and other provisions attached hereto shall, when accepted by you below and approved by our authorized representative, constitute the entire contract between us, and all prior representations or agreements not incorporated herein are superseded.

Submitted by: Christopher Liepa  
Title: Account Manager  
E-mail: christopher.liepa@otis.com

Accepted in Duplicate

**CUSTOMER**

Approved by Authorized Representative

**Otis Elevator Company**

Approved by Authorized Representative

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

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

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Print Name: - \_\_\_\_\_

Print Name: Doug Datema

Title - \_\_\_\_\_

Title General Manager

E-mail: - \_\_\_\_\_

Name of Company - \_\_\_\_\_

Principal, Owner or Authorized Representative of Principal or Owner

Agent: \_\_\_\_\_  
(Name of Principal or Owner)

**TERMS AND CONDITIONS**

1. This quotation is subject to change or withdrawal by us prior to acceptance by you.
  2. The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described.
  3. Payments shall be made as follows: A down payment of one hundred percent (100 %) of the price shall be paid by you upon your signing of this document. Full payment shall be made on completion if the work is completed within a thirty day period. If the work is not completed within a thirty day period, monthly progress payments shall be made based on the value of any equipment ready or delivered, if any, and labor performed through the end of the month less a five percent (5%) retainage and the aggregate of previous payments. The retainage shall be paid when the work is completed. We reserve the right to discontinue our work at any time until payments shall have been made as agreed and we have assurance satisfactory to us that subsequent payments will be made when due. Payments not received within thirty (30) days of the date of invoice shall be subject to interest accrued at the rate of eighteen percent (18%) per annum or at the maximum rate allowed by applicable law, whichever is less. We shall also be entitled to reimbursement from you of the expenses, including attorney's fees, incurred in collecting any overdue payments.
  4. Our performance is conditioned upon your securing any required governmental approvals for the installation of any equipment provided hereunder and your providing our workmen with a safe place in which to work. Additionally, you agree to notify us if you are aware or become aware prior to the completion of the work of the existence of asbestos or other hazardous material in any elevator hoistway, machine room, hallway or other place in the building where Otis personnel are or may be required to perform their work. In the event it should become necessary to abate, encapsulate or remove asbestos or other hazardous materials from the building, you agree to be responsible for such abatement, encapsulation or removal, and in such event Otis shall be entitled to delay its work until it is determined to our satisfaction that no hazard exists and compensation for delays encountered if such delay is more than sixty (60) days. In any event, we reserve the right to discontinue our work in the building whenever in our opinion this provision is being violated.
  5. Unless otherwise agreed in writing, it is understood that the work shall be performed during our regular working hours of our regular working days. If overtime work is mutually agreed upon and performed, an additional charge therefore, at our usual rates for such work, shall be added to the contract price. The performance of our work hereunder is conditioned on your performing the preparatory work and supplying the necessary data specified on the front of this proposal or in the attached specification, if any. Should we be required to make an unscheduled return to your site to begin or complete the work due to your request, acts or omissions, then such return visits shall be subject to additional charges at our then current labor rates.
  6. Title to any material to be furnished hereunder shall pass to you when final payment for such material is received. In addition, we shall retain a security interest in all material furnished hereunder and not paid for in full. You agree that a copy of this Agreement may be used as a financing statement for the purpose of placing upon public record our interest in any material furnished hereunder, and you agree to execute a UCC-1 form or any other document reasonably requested by us for that purpose.
  7. Except insofar as your equipment may be covered by an Otis maintenance or service contract, it is agreed that we will make no examination of your equipment other than that necessary to do the work described in this contract and assume no responsibility for any part of your equipment except that upon which work has been done under this contract.
  8. Neither party shall be liable to the other for any loss, damage or delay due to any cause beyond either parties reasonable control, including but not limited to acts of government, strikes, lockouts, other labor disputes, fire, explosion, theft, weather damage, flood, earthquake, riot, civil commotion, war, mischief or act of God.
  9. We warrant that all services furnished will be performed in a workmanlike manner. We also warrant that any equipment provided hereunder shall be free from defects in workmanship and material. Our sole responsibility under this warranty shall be at our option to correct any defective services and to either repair or replace any component of the equipment found to be defective in workmanship or material provided that written notice of such defects shall have been given to us by you within ninety (90) days after completion of the work or such longer period as may be indicated on the front of this form. All defective parts that are removed and replaced by us shall become our property. We do not agree under this warranty to bear the cost of repairs or replacements due to vandalism, abuse, misuse, neglect, normal wear and tear, modifications not performed by us, improper or insufficient maintenance by others, or any causes beyond our control. We shall conduct, at our own expense, the entire defense of any claim, suit or action alleging that, without further combination, the use by you of any equipment provided hereunder directly infringes any patent, but only on the conditions that (a) we receive prompt written notice of such claim, suit or action and full opportunity and authority to assume the sole defense thereof, including settlement and appeals, and all information available to you for such defense; (b) said equipment is made according to a specification or design furnished by us; and (c) the claim, suit or action is brought against you. Provided all of the foregoing conditions have been met, we shall, at our own expense, either settle said claim, suit or action or shall pay all damages excluding consequential damages and costs awarded by the court therein and, if the use or resale of such equipment is finally enjoined, we shall, at our option, (i) procure for you the right to use the equipment, (ii) replace the equipment with equivalent noninfringing equipment, (iii) modify the equipment so it becomes noninfringing but equivalent, or (iv) remove the equipment and refund the purchase price (if any) less a reasonable allowance for us, damage and obsolescence.
- THE EXPRESS WARRANTIES SET FORTH IN THIS ARTICLE 9 ARE THE EXCLUSIVE WARRANTIES GIVEN; WE MAKE NO OTHER WARRANTIES EXPRESS OR IMPLIED, AND SPECIFICALLY MAKE NO WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR ANY PARTICULAR PURPOSE; AND THE EXPRESS WARRANTIES SET FORTH IN THIS ARTICLE ARE IN LIEU OF ANY SUCH WARRANTIES AND ANY OTHER OBLIGATION OR LIABILITY ON OUR PART.
10. Under no circumstances shall either party be liable for special, indirect, liquidated, or consequential damages in contract, tort, including negligence, warranty or otherwise, notwithstanding any indemnity provision to the contrary. Notwithstanding any provision in any contract document to the contrary, our acceptance is conditioned on being allowed additional time for the performance of the Work due to delays beyond our reasonable control. Your remedies set forth herein are exclusive and our liability with respect to any contract, or anything done in connection therewith such as performance or breach thereof, or from the manufacture, sale, delivery, installation, repair or use of any equipment furnished under this contract, whether in contract, in tort (including negligence), in warranty or otherwise, shall not exceed the price for the equipment or services rendered.
  11. To the fullest extent permitted by law, you agree to hold us harmless, and defend us and indemnify us against any claim or suit for personal injury or property damage arising out of this contract unless such damage or injury arises from our sole negligence.
  12. It is agreed that after completion of our work, you shall be responsible for ensuring that the operation of any equipment being furnished hereunder is periodically inspected. The interval between such inspections shall not be longer than what may be required by the applicable governing safety code. Notwithstanding any other provisions hereof, if any part delivered hereunder incorporates software, the transaction is not a sale of such software; rather, you are hereby granted merely a license to use such software solely for operating the equipment for which such part was ordered. By accepting delivery of such part, you agree not to copy or let others copy such software for any purpose whatsoever, to keep such software in confidence as a trade secret, and not to transfer possession of such part to others except as a part of a transfer of ownership of the equipment in which such part is installed, provided that you inform us in writing about such ownership transfer and the transferee agrees in writing to abide by the above license terms.
  13. In furtherance of OSHA's directive contained in 29 C.F.R. § 1910.147(f)(2)(i), which requires that a service provider (an "outside employer") and its customer (an "on-site employer") must inform each other of their respective lock out/tag out ("LOTO") procedures whenever outside servicing personnel are to be engaged in control of hazardous energy activities on the customer's site, Otis incorporates by reference its mechanical LOTO procedures and its electrical LOTO procedures. These procedures can be obtained at [www.otis.com](http://www.otis.com) by (1) clicking on "The Americas" tab on the left side of the website; (2) choosing "US/English" to take you to the "USA" web page; (3) clicking on the "Otis Safety" link on the left side of the page; and (4) downloading the "Lockout Tagout Policy Otis 6.0" and "Mechanical Energy Policy Otis 7.0," both of which are in .pdf format on the right side of the website page. Customer agrees that it will disseminate these procedures throughout its organization to the appropriate personnel who may interact with Otis personnel while Otis personnel are working on site at Customer's facility.
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# Krum Pump & Equipment Company

Corporate Office  
5611 King Highway  
Kalamazoo, MI 49048

Phone (269) 381-6220  
(800) 545-7512  
Fax (269)-381-6826

March 8, 2017

City of Albion  
1000 Brownswood Rd.  
Albion, MI 49224

Attn: Jim Lenardson  
Subject: Clow Yeoman Pump Repair/New Pump

Jim,

Regarding your Clow Yeoman pump 6312 SN: 254438-C, Krum Pump and Equipment Company is pleased to offer the following repair/new pump proposal for your review and consideration.

Upon inspection of the pump we had determined the follow repairs were required. Repairs Include:

- New Impeller with Wear Ring
- New Casing O-Ring
- New Seal
- New Shaft
- New Bearings
- Labor to Disassemble, Clean, and Reassemble

Total Repair Cost..... \$11,975.00

Clow Yeoman Model 6312 Pump Replacement. Pump to be identical to original pump w/ S# 254438-C w/ Double mechanical Seal, Casing & Impeller Wear Rings and Dead End Seal Filter Box.

Cost..... \$10,890.00

Delivery: 6-8 Weeks for both repair and new pump  
Freight: F.O.B. Ship Point, Freight Not Included

Let us know if you have any questions or would like to pursue with

Regards,  
KRUM PUMP AND EQUIPMENT COMPANY

Kyle Nagelkirk

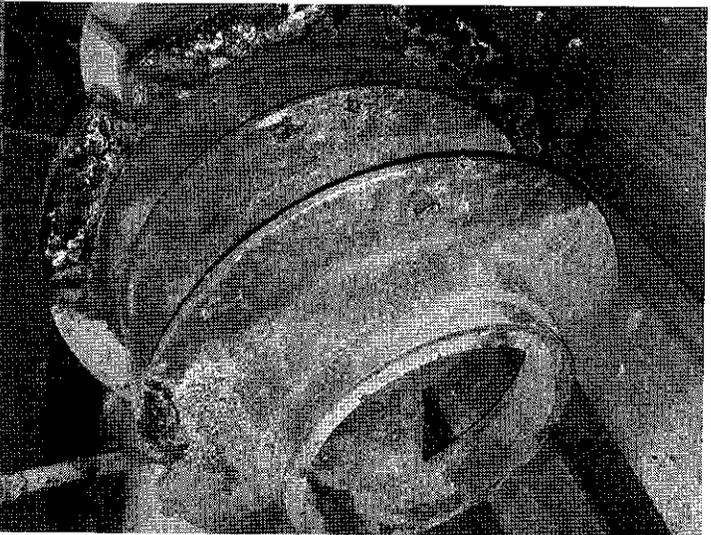
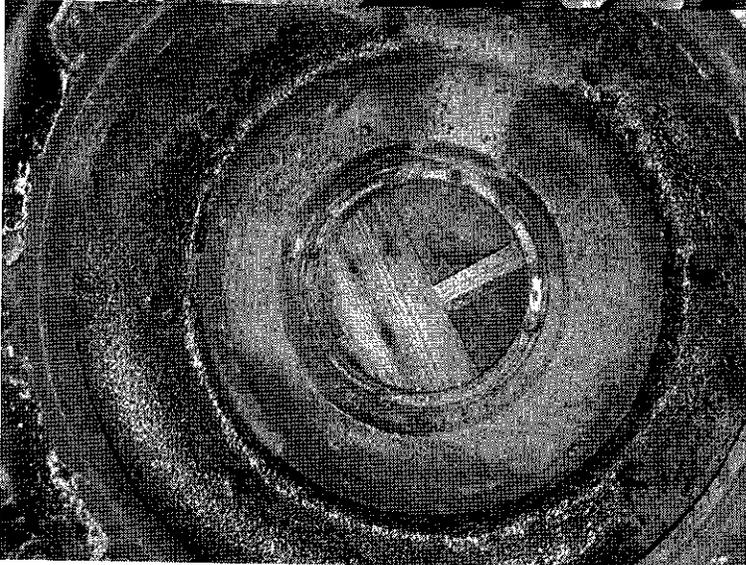
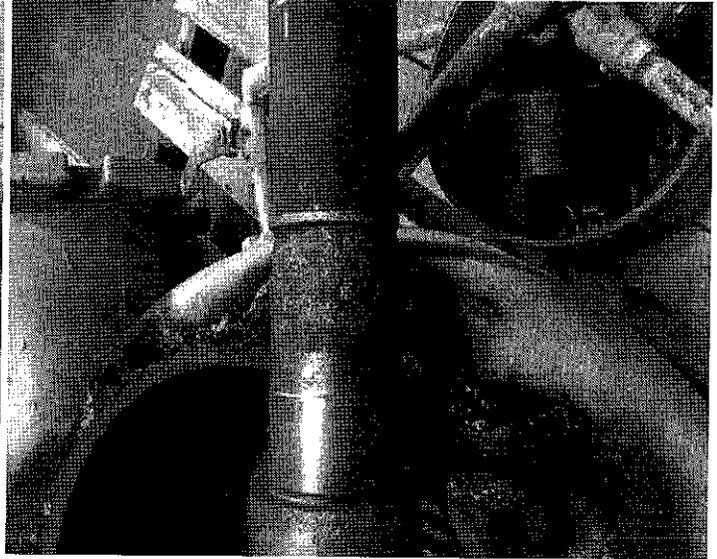
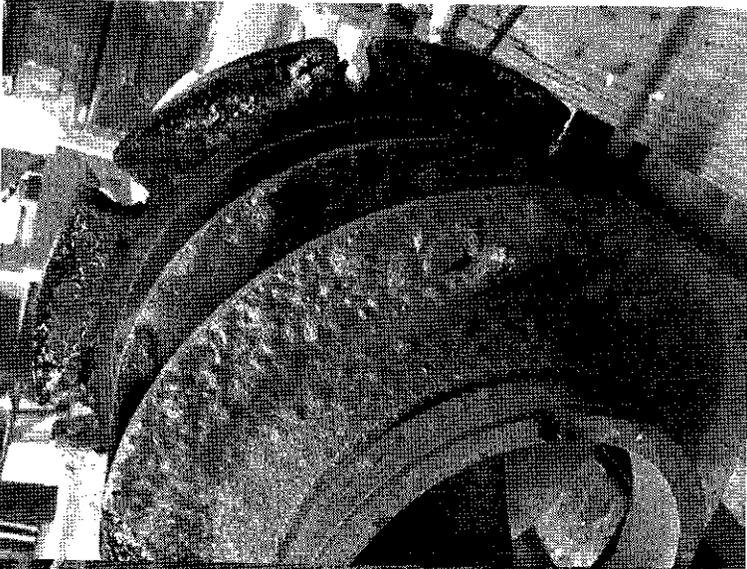


# Krum Pump & Equipment Company

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5611 King Highway  
Kalamazoo, MI 49048

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**RESOLUTION #2017-11**

**RESOLUTION TO APPROVE HOLLAND PARK EQUIPMENT PURCHASE FOR TEEN SECTION**

**Purpose and Finding:** Holland Park received a \$20,000 grant from the Calhoun County Visitors Bureau towards the purchase of equipment in the Teen Fitness Zone of the park. The Holland Park Advisory Committee has identified the equipment for the site. The cost for the items are \$22,370 plus \$2,500 in freight charges (total \$24,870). Greenfield is providing a \$4,870 grant. The net purchase price will be \$20,000. The Holland Park Committee has recommended the acceptance of the RFP from Greenfields Outdoors, the grant amount of \$4,870, and the authorization for the purchase of the equipment.

Council Member \_\_\_\_\_ moved, supported by Council Member \_\_\_\_\_, to approve the follow resolution.

**RESOLVED**, that the City of Albion authorizes the acceptance of the \$4,870 grant from Greenfields Outdoor and the net price of \$20,000 for the purchase of equipment in the Teen Fitness Zone, as part of the Holland Park improvements.

Date: March 20, 2017

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Absent: \_\_\_\_\_

I certify that this resolution was adopted by the City Council of the City of Albion on March 20, 2017.

\_\_\_\_\_  
Jill Domingo  
City Clerk

## Jill Domingo

---

**From:** Sheryl Mitchell  
**Sent:** Tuesday, March 14, 2017 2:09 PM  
**To:** Jill Domingo  
**Subject:** Fwd: Albion Holland Park - Greenfields Outdoor Teen Fit Zone  
**Attachments:** image001.jpg; ATT00001.htm; RFP\_AlbionHollandPark-TeensFitZone.pdf; ATT00002.htm; Mi - City of Albion - Holland Park - Teens Fitness Zone-LANDSCAPE.pdf; ATT00003.htm; MI-Albion-Holland Park-Teen-FitZone - Presentation.pdf; ATT00004.htm; ss\_gr2005-1-22.pdf; ATT00005.htm; ss\_gr2005-1-26.pdf; ATT00006.htm; ss\_gr2005-1-42.pdf; ATT00007.htm; ss\_gr2005-1-48e.pdf; ATT00008.htm; ss\_gr2005-1-71.pdf; ATT00009.htm; ss\_gr2005-1-98.pdf; ATT00010.htm

Jill,

Would you please print out this email and the attachments for me.

Thanks.

Sheryl L. Mitchell  
Albion City Manager  
[Smitchell@cityofalbionmi.gov](mailto:Smitchell@cityofalbionmi.gov)  
(O) 517.629.7172  
(C) 269.223.9244  
Sent from my iPhone

Begin forwarded message:

**From:** "Daniel Carattini" <[danielcarattini@cvsnyder.com](mailto:danielcarattini@cvsnyder.com)>  
**To:** "Sheryl Mitchell" <[smitchell@cityofalbionmi.gov](mailto:smitchell@cityofalbionmi.gov)>  
**Subject:** Albion Holland Park - Greenfields Outdoor Teen Fit Zone

Sheryl

Lenn tells me we are at a point ready to move forward on the production Order for this project.

### ACTION REQUIRED:

- Please Sign/Date your Approval To Proceed with the RFP as presented.
- Please Scan and return eMail this doc to my attention. If you are assigning a City Purchase Order to this project, just write the PO# on the RFP Signed Doc.
- Providing this Signed Doc will allow us to generate an Invoice request to the City for the 1<sup>st</sup> payment.

Thank you for the continued business! We look forward to continuing our support for your community programs!

[danielcarattini@cvsnyder.com](mailto:danielcarattini@cvsnyder.com) / (616) 299-5816 voice/txt

**From:** Daniel Carattini  
**Sent:** Thursday, February 2, 2017 10:04 AM  
**To:** 'Gleniane Reid' <lenn2646@sbcglobal.net>  
**Subject:** Albion Holland Park - Greenfields Outdoor Teen Fit Zone  
**Importance:** High

Lenn

Here is the RFP with complete docs for the Teen Fit Zone.

Greenfields has once again presented a generous contribution in the amount of \$4,870 to the City of Albion as we invest in our partnership and grow with you!

Please let me know if you need anything else for your planning effort.

[danielcarattini@cvsnyder.com](mailto:danielcarattini@cvsnyder.com) / (616) 299-5816 voice/txt



**Snider Recreation , Inc.**

**Daniel Carattini**  
10130 Royalton Rd Suite K  
North Royalton OH 44133  
(616) 299-5816 (Direct) / danielcarattini@cvsnyder.com

**RFP - Request For Proposal**

Date: 2/2/2017

[www.cvsnyder.com](http://www.cvsnyder.com)  
(800) 888-2889

Park, Playground, School & Athletic Equipment  
Boat docks, lifts & ports

Prepared By:  
Daniel Carattini

**BILL TO:**

Name: **City of Albion - Recreation Dept**  
Sheryl Mitchell  
Address: 112 W. Cass Street  
Albion, MI 49224

**SHIP TO:**

Holland Park - Teens FitZone  
West Cass St and North Albion St  
Albion, MI 49224

Project: **Teens Outdoor Fit Zone** 517-629-7172  
Equipment Design/Layout/IN-Ground Install Type SMitchell@CityofAlbionmi.gov  
Colors: GF Green/Tan/Green

	Description	Unit	Cost	Extension
a)	GR2005-1-22 4-Person Pendulum, Abs & Dip Station	Each	1	\$3,695.00 \$3,695.00
b)	GR2005-1-26 2-Person Cross Country SKI	Each	1	\$3,695.00 \$3,695.00
c)	GR2005-1-42 2-Person Back & Arms Combo	Each	1	\$3,995.00 \$3,995.00
d)	GR2005-1-48E 2-Person COMBO Butterfly & Reverse Fly Station	Each	1	\$4,995.00 \$4,995.00
e)	GR2005-1-71 3-Person Static Combo - Sit-up, Pull-up, Dip Station	Each	1	\$3,495.00 \$3,495.00
f)	GR2005-1-98 Single Leg Extension	Each	1	\$2,495.00 \$2,495.00
g)	Greenfields Fitness Product Selections:	All	1	\$22,370.00
h)	Greenfields Donation to the City of Albion MI	All	1	<del>-\$4,870.00</del> <del>-\$4,870.00</del>
i)	Freight to Destination (No Material Handling)	All	1	\$2,500.00 \$2,500.00
j)	<b>Teens Outdoor Fit Zone Total:</b>			<b>\$20,000.00</b>

- k) Schedule: ARO 6-8 Weeks, Weather/Climate dependent Project per specifications.
- l) Final payment will be based on as built measurements and quantities placed.
- m) Owner must provide Tax Exempt Status or pay applicable taxes.
- n) Payment Terms:  
\$10,000.00 Payment with Order (Deposit)  
\$10,000.00 Prompt Upon Shipment  
- and -  
Authorized Purchase Order Accepted by Snider Recreation.

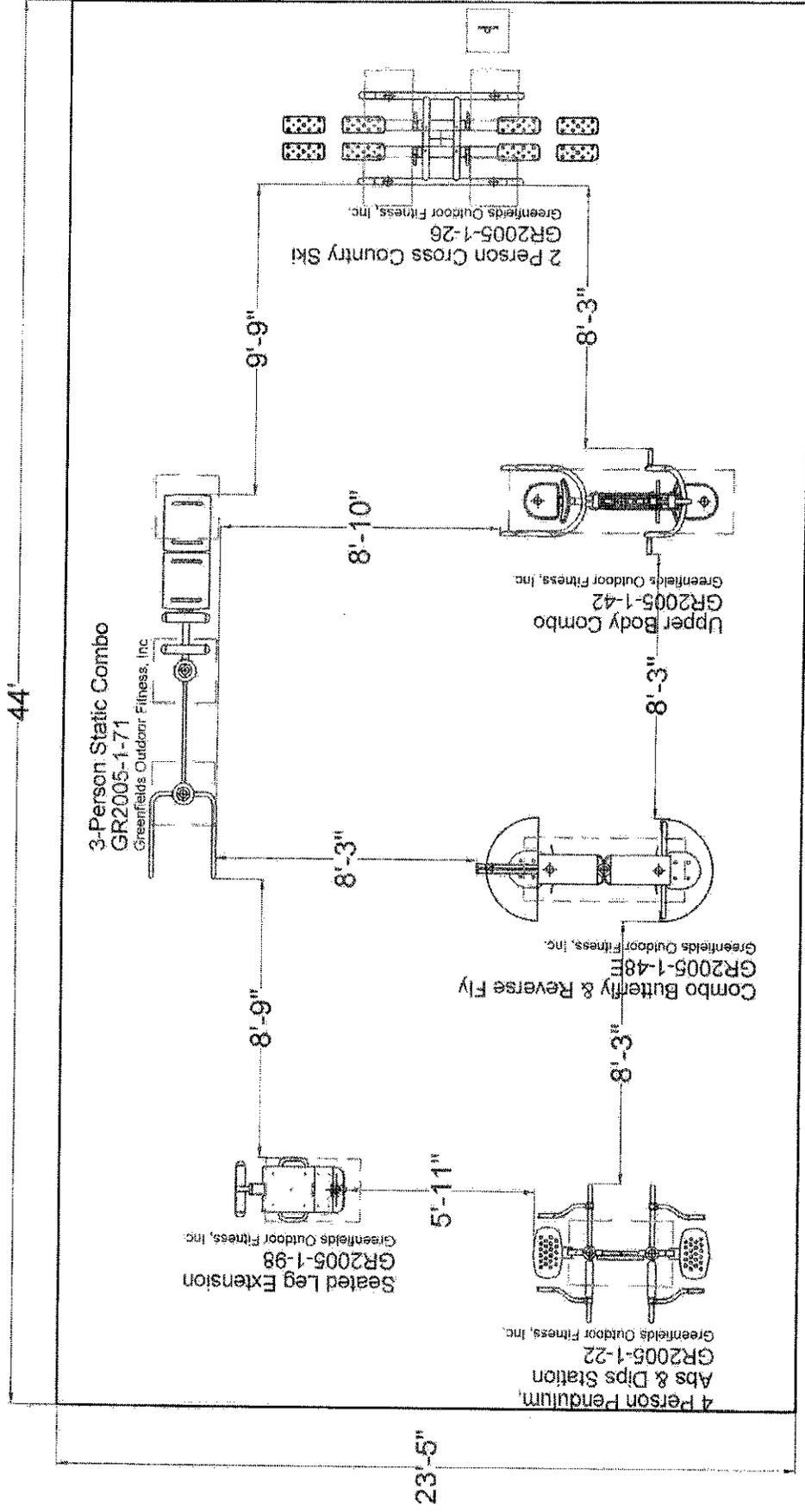
All material is guaranteed to be as specified. All work to be completed in as substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the Estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and any other necessary insurance.  
Note: This proposal may be withdrawn by us if not accepted within 21 days.

**Acceptance of Proposal -**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date

Signature



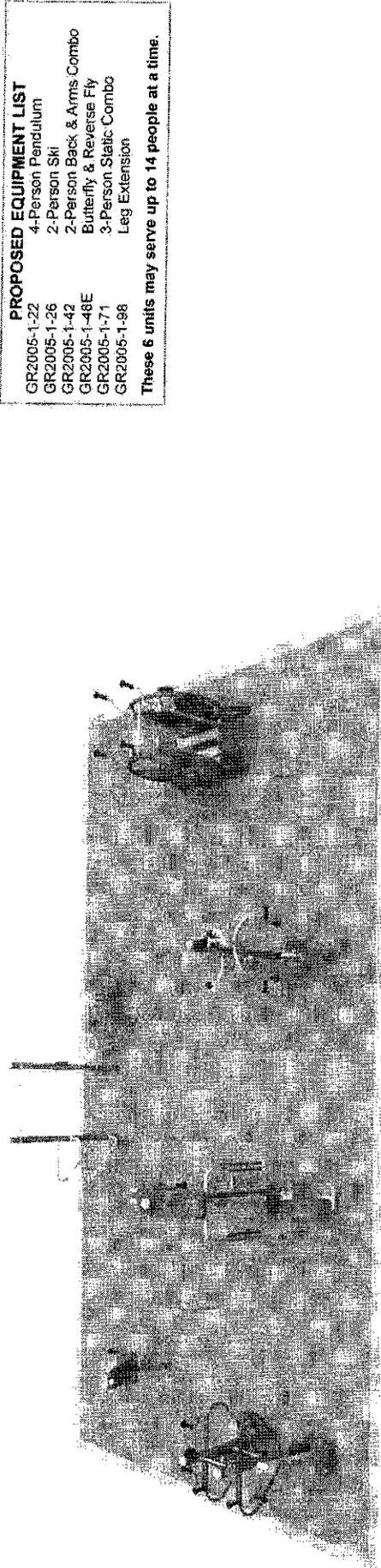
Title: MI - Albion - Holland Park - Teens FitZone  
 Drawing No. V1  
 T: (888) 315-9037 F: (866) 308-9719



**MI-ALBION-HOLLAND PARK-TEEN FIT ZONE  
PROPOSED OUTDOOR FITNESS ZONE**

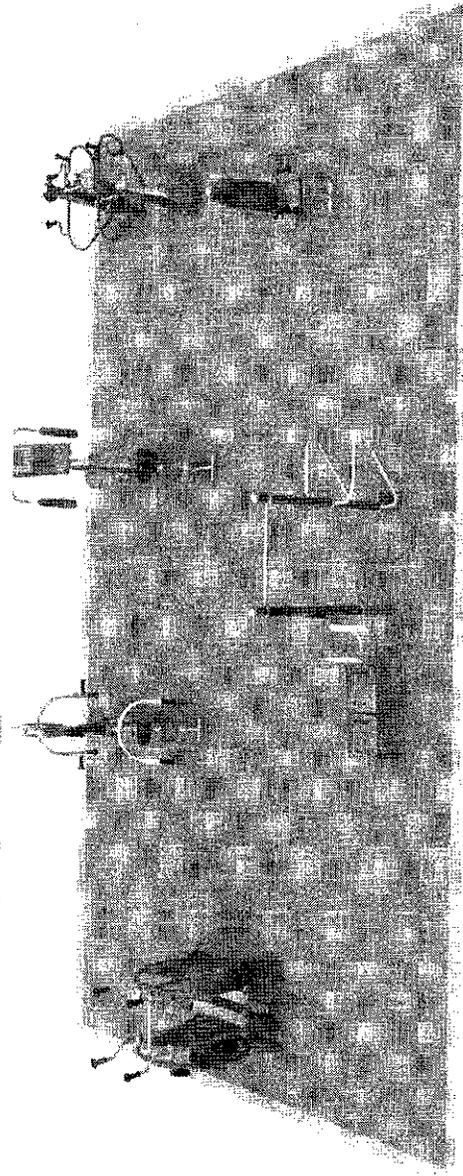


**ALBION**



PROPOSED EQUIPMENT LIST	
GR2005-1-22	4-Person Pendulum
GR2005-1-26	2-Person Ski
GR2005-1-42	2-Person Back & Arms Combo
GR2005-1-48E	Butterfly & Reverse Fly
GR2005-1-71	3-Person Static Combo
GR2005-1-98	Leg Extension

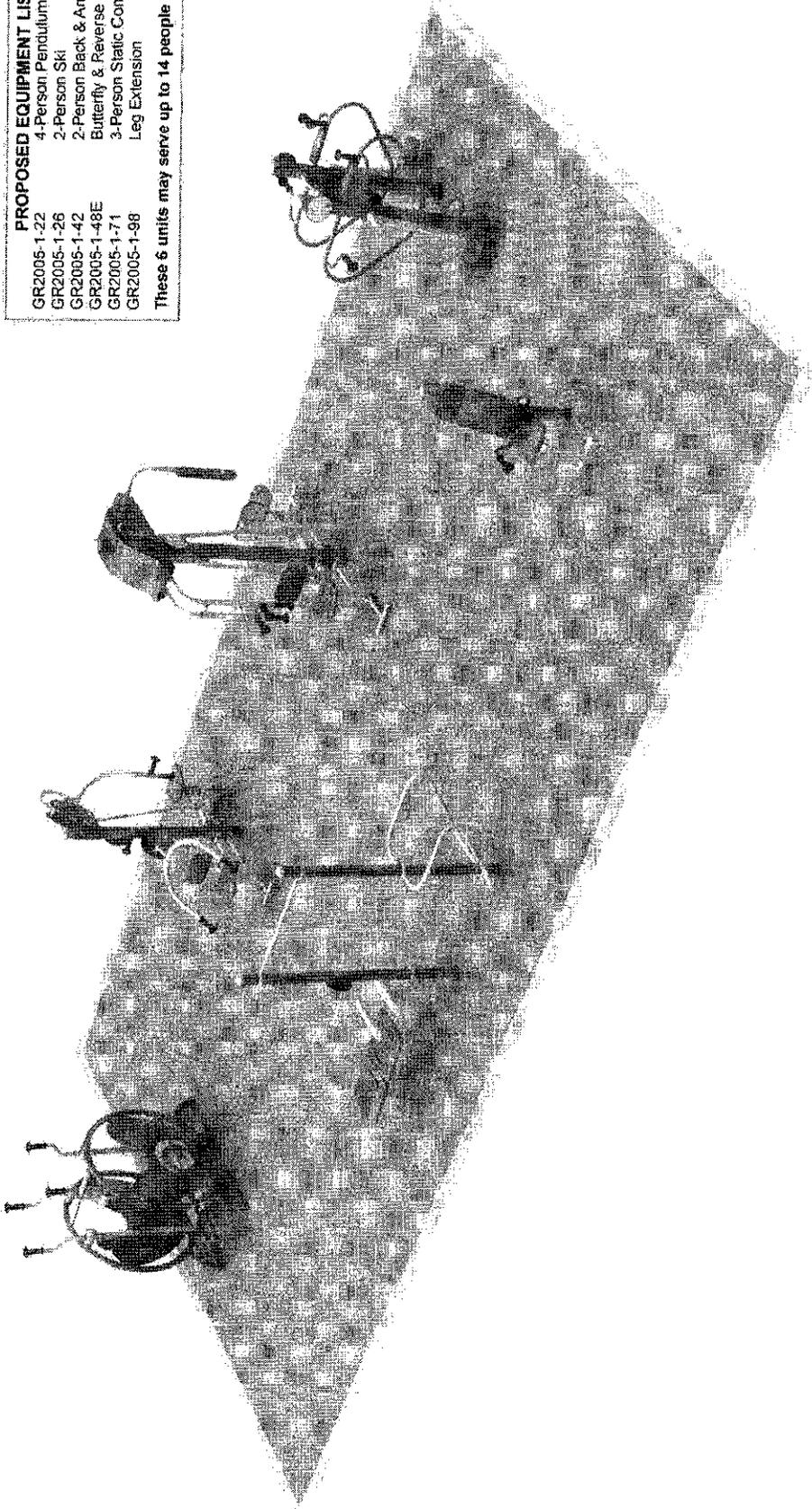
**These 6 units may serve up to 14 people at a time.**



**MI-ALBION-HOLLAND PARK-TEEN FIT ZONE  
PROPOSED OUTDOOR FITNESS ZONE**



**ALBION**



**PROPOSED EQUIPMENT LIST**

GR2005-1-22	4-Person Pendulum
GR2005-1-26	2-Person Ski
GR2005-1-42	2-Person Back & Arms Combo
GR2005-1-48E	Butterfly & Reverse Fly
GR2005-1-71	3-Person Static Combo
GR2005-1-98	Leg Extension

These 6 units may serve up to 14 people at a time.



Promoting Wellness & Fighting Obesity One Community at a Time.

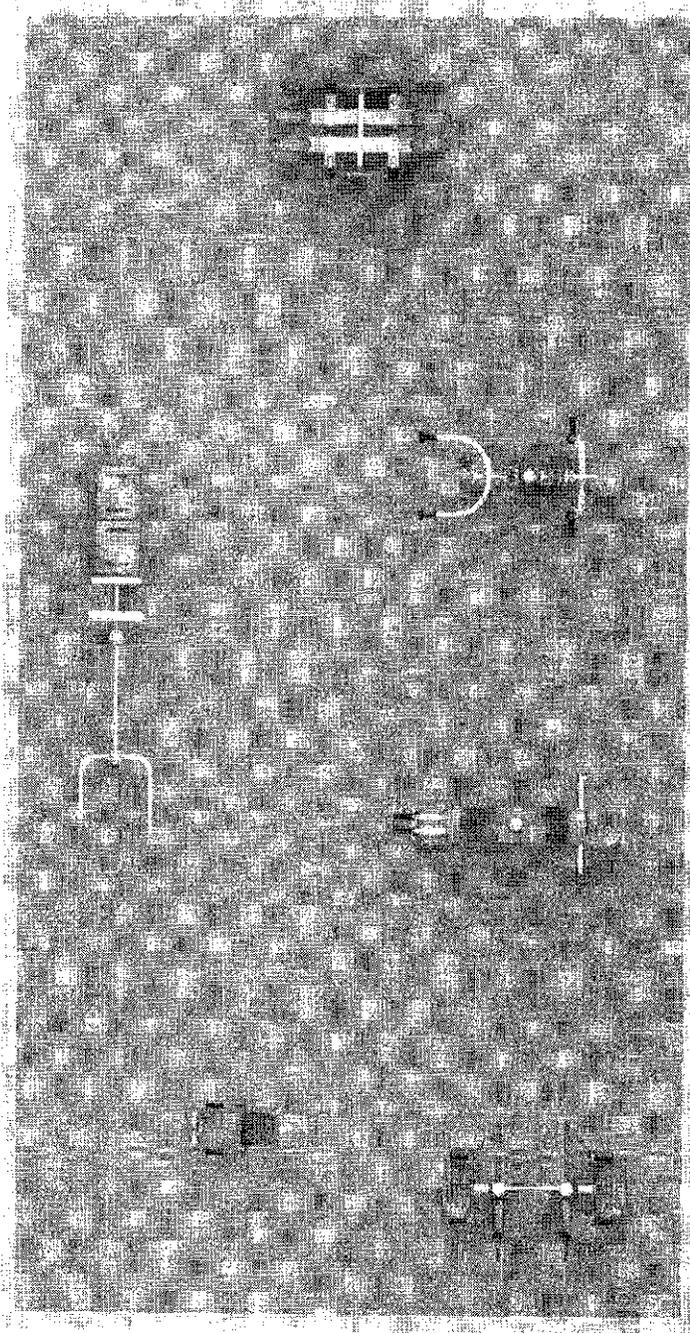
# MI-ALBION-HOLLAND PARK-TEEN FIT ZONE PROPOSED OUTDOOR FITNESS ZONE



ALBION

PROPOSED EQUIPMENT LIST	
GR2005-1-22	4-Person Pendulum
GR2005-1-26	2-Person Ski
GR2005-1-42	2-Person Back & Arms Combo
GR2005-1-48E	Butterfly & Reverse Fly
GR2005-1-71	3-Person Static Combo
GR2005-1-98	Leg Extension

These 6 units may serve up to 14 people at a time.



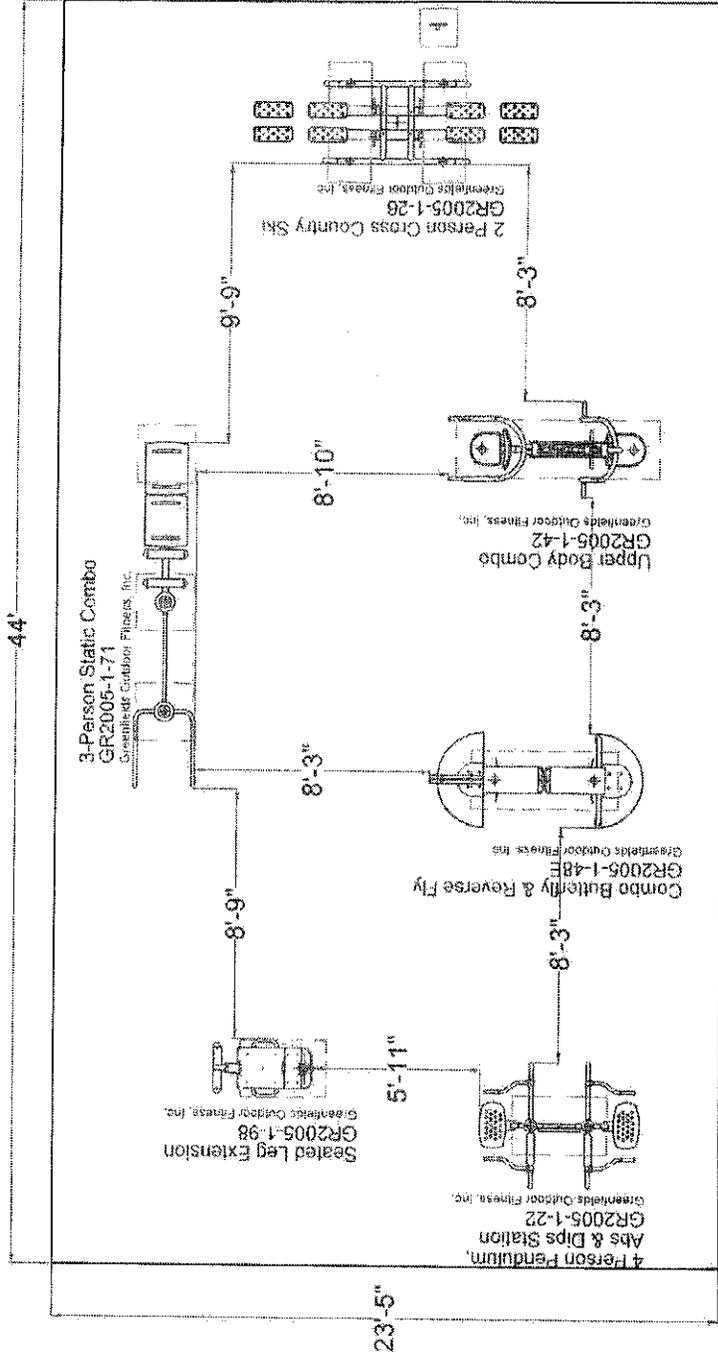
**MI-ALBION-HOLLAND PARK-TEEN FIT ZONE  
PROPOSED OUTDOOR FITNESS ZONE**



**ALBION**

- PROPOSED EQUIPMENT LIST**
- GR2005-1-22 4-Person Pendulum
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  - GR2005-1-48E Butterfly & Reverse Fly
  - GR2005-1-71 3-Person Static Corbho
  - GR2005-1-98 Leg Extension

These 6 units may serve up to 14 people at a time.





Resolution 2017-12

**Resolution Authorizing Michigan Natural Resources Trust Fund Grant Application  
for Albion River Trail**

WHEREAS, the City of Albion supports the submission of an application titled "Albion River Trail Expansion II" to the Michigan Natural Resources Trust Fund for the development of the Albion River Trail Project, which will provide the City of Albion a unique opportunity to connect four regional trail system to the expanded Albion River Trail: the Calhoun County Trail, the Great Lake-to-Lake Trail, the Iron Belle Trail, and the North Country national Scenic Trail; and

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan; and

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Comprehensive Plan Phase I; and

WHEREAS, the City of Albion and the Battle Creek Community Foundation have made a commitment to the project in the amount of approximately \$85,000 in matching funds, in cash and/or in-kind services; and

WHEREAS, if the grant is awarded, the Battle Creek Community Foundation will provide the remaining matching funds of up to \$85,000 if the City is not able to provide or raise on its own; and

WHEREAS, if the grant is awarded the applicant commits its local match and donated amounts from the following sources:

Battle Creek Community Foundation  
City of Albion

NOW THEREFORE BE IT RESOLVED: The City of Albion hereby authorizes submission of a Michigan Natural Resources Trust Fund application for \$255,000, and further resolves to make available a local match through financial commitment and donation(s) of \$85,000 (25%) of a total \$340,000 project cost during the 2018-2019 fiscal years.

Motion by Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, to approve the foregoing resolution.

I hereby certify that the above resolution was adopted on March 20, 2017 in a regular session of the Albion City Council and this is a true copy of that resolution.

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Absent \_\_\_\_\_

\_\_\_\_\_  
Jill Domingo, City Clerk

**2017 BUSINESS LICENSE**

**GARBAGE SERVICE**

REPUBLIC WASTE	1/31/2017	2/22/2017
WASTE MANAGEMENT	1/31/2017	2/28/2017
GRANGER CONTAINER SERVICE INC	1/31/2017	2/23/2017

**MECHANICAL AMUSEMENT**

NON STOP HAULING	1/31/2017	2nd Notice Mailed 2-28-17
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ALBION COLLEGE	1/31/2017	2/28/2017
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ALBION MOOSE	1/31/2017	2nd Notice Mailed 2-28-17
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CASCARELLI'S TAVERN	1/31/2017	2nd Notice Mailed 2-28-17
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LEISURE HOUR CLUB	1/31/2017	2/21/2017
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PIZZA HUT	1/31/2017	2/28/2017
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REDBOX AUTOMATED	1/31/2017	2/10/2017
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SPARTAN STORES/FAMILY FARE	1/31/2017	2/8/2017
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R & R	1/31/2017	2nd Notice Mailed 2-28-17
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**VEHICLE FOR HIRE (TAXI-SERVICE)**

MAXIE TRANSPORTATION	1/31/2017	2nd Notice Mailed 2-28-17
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R 0008337

### CITY OF ALBION Business Location Application Application for Mechanical Amusement Devices

Business Name:	Albion College
Business Address:	611 E. Porter Street, Albion, MI 49224
Telephone:	(517) 629-0289
Owner Name or Company Representative:	Jerry L. WEhite, VP Finance and Administration
Name of Your Mechanical Amusement Device Supplier:	B & B Vending Machine, Co.
Address:	616 Wheller Road, Coldwater, MI 49036
Telephone:	

<u>MECHANICAL AMUSEMENT DEVICES</u>	<u>NUMBER OF DEVICES</u>
Video Game:	_____
Pool Table:	_____
Pinball:	_____
Mechanical Crane:	_____
Other (Explain):	_____
_____	_____
<b>TOTAL # OF DEVICES:</b>	1

MECHANICAL AMUSEMENT DEVICES:		
	1 <sup>st</sup> Device	\$ 75.00/year
	2-4 Devices	100.00/year
	5-9 Devices	250.00/year
	10 or more	500.00/year

<u>MUSICAL DEVICE</u>	<u># MUSICAL DEVICES</u>	<u>ANNUAL FEE</u>
Juke Box	_____	\$75/Device/Year

<b>APPLICATION FEE:</b>	Mechanical Amusement Device(s)	\$ 75.00
	Juke Box(s)	0.00
	<b>TOTAL DUE:</b>	\$ 75.00

AFTER ALL REQUIREMENTS OF THE CITY ARE MET, I REQUEST THE APPLICATION BE SUBMITTED TO THE ALBION CITY COUNCIL FOR THEIR CONSIDERATION.

Applicant's Signature: [Signature] Date: 2/6/17

Please remit necessary completed application with signature and fee to: City Clerk's Office, 112 W. Cass Street, Albion, MI 49224. **Make checks payable to: City of Albion**

City of Albion Use Only

DATE PAID: 2-28-17 CLERK'S SIGNATURE: [Signature]

DATE APPROVED BY CITY COUNCIL: \_\_\_\_\_

LICENSE YEAR: April 1, 2017 to March 31, 2018

CITY OF ALBION  
 Business Location Application  
 Application for Mechanical Amusement Devices

Business Name:	Leisure Hour Club
Business Address:	211 MARKET PLACE ALBION MI 49224
Telephone:	517 6299710
Owner Name or Company Representative:	
Name of Your Mechanical Amusement Device Supplier:	Pioneer Vending
Address:	3726 Kessen Ave Cincinnati, Ohio 45211
Telephone:	1-800-676-7634

MECHANICAL AMUSEMENT DEVICES	NUMBER OF DEVICES
Video Game:	_____
Pool Table:	_____
Pinball:	_____
Mechanical Crane:	_____
Other (Explain):	_____

**TOTAL # OF DEVICES:**

MECHANICAL AMUSEMENT DEVICES:	1 <sup>st</sup> Device	\$ 75.00/year
	2-4 Devices	100.00/year
	5-9 Devices	250.00/year
	10 or more	500.00/year

<u>MUSICAL DEVICE</u>	<u># MUSICAL DEVICES</u>	<u>ANNUAL FEE</u>
Juke Box	1	\$75/Device/Year

APPLICATION FEE:	Mechanical Amusement Device(s)	\$ _____
	Juke Box(s)	\$ _____
	<b>TOTAL DUE:</b>	<b>\$ 100.00</b>

AFTER ALL REQUIREMENTS OF THE CITY ARE MET, I REQUEST THE APPLICATION BE SUBMITTED TO THE ALBION CITY COUNCIL FOR THEIR CONSIDERATION.

Applicant's Signature: Venia Engelter Date: 2-17-17

Please remit necessary completed application with signature and fee to: City Clerk's Office, 112 W. Cass Street, Albion, MI 49224. **Make checks payable to: City of Albion**

City of Albion Use Only		Date: 02/21/2017 2:40:33 PM FOR MECHANICAL AMUSEMENT DEVICES RECEIVED \$100.00
DATE PAID: <u>2-21-17</u>	CLERK'S SIGNATURE: <u>Jill Domingo</u>	
DATE APPROVED BY CITY COUNCIL: _____		
LICENSE YEAR: April 1, <u>2017</u> to March 31, <u>2018</u>		

CITY OF ALBION  
 Business Location Application  
 Application for Mechanical Amusement Devices

Business Name:	Pizza Hut
Business Address:	1435 N Talon
Telephone:	517 629-2137
Owner Name or Company Representative:	Joyce Lunsford
Name of Your Mechanical Amusement Device Supplier:	Midwest Amusement Co
Address:	605 Shirley Dr., Jackson, MI 49302
Telephone:	517 782-5117

<u>MECHANICAL AMUSEMENT DEVICES</u>	<u>NUMBER OF DEVICES</u>
Video Game:	2
Pool Table:	_____
Pinball:	_____
Mechanical Crane:	_____
Other (Explain):	_____

**TOTAL # OF DEVICES:** 2

MECHANICAL AMUSEMENT DEVICES:		
	1 <sup>st</sup> Device	\$ 75.00/year
	2-4 Devices	100.00/year
	5-9 Devices	250.00/year
	10 or more	500.00/year

<u>MUSICAL DEVICE</u>	<u># MUSICAL DEVICES</u>	<u>ANNUAL FEE</u>
Juke Box	1	\$75/Device/Year

<b>APPLICATION FEE:</b>	Mechanical Amusement Device(s)	\$ 100.00
	Juke Box(s)	75.00
	<b>TOTAL DUE:</b>	<b>\$ 175.00</b>

AFTER ALL REQUIREMENTS OF THE CITY ARE MET, I REQUEST THE APPLICATION BE SUBMITTED TO THE ALBION CITY COUNCIL FOR THEIR CONSIDERATION.

Applicant's Signature: Sandi Plumb Date: 2-23-17

Please remit necessary completed application with signature and fee to: City Clerk's Office, 112 W. Cass Street, Albion, MI 49224. **Make checks payable to: City of Albion**

City of Albion Use Only

DATE PAID 2-28-17 CLERK'S SIGNATURE Jill Domingo

DATE APPROVED BY CITY COUNCIL: \_\_\_\_\_

LICENSE YEAR: April 1, 2017 to March 31, 2018

**CITY OF ALBION  
Business Location Application  
Application for Mechanical Amusement Devices**

<b>Business Name:</b>	Redbox Automated Retail, LLC
<b>Business Address:</b>	110 S Eaton St, Albion, MI 49224
<b>Telephone:</b>	630-756-8112
<b>Owner Name or Company Representative:</b>	Melanie Bonner
<b>Name of Your Mechanical Amusement Device Supplier:</b>	N/A
<b>Mailing Address:</b>	1 Tower LN, Suite 900, Registration Dept., Oakbrook Terrace, IL 60181
<b>Telephone:</b>	630-756-8112

<u>MECHANICAL AMUSEMENT DEVICES</u>	<u>NUMBER OF DEVICES</u>
Video Game:	_____
Pool Table:	_____
Pinball:	_____
Mechanical Crane:	_____
Other (Explain):	1
DVD Rental Kiosk	_____

**TOTAL # OF DEVICES:** 1

<b>MECHANICAL AMUSEMENT DEVICES:</b>	1 <sup>st</sup> Device	\$ 75.00/year
	2-4 Devices	100.00/year
	5-9 Devices	250.00/year
	10 or more	500.00/year

<b>MUSICAL DEVICE</b>	<b># MUSICAL DEVICES</b>	<b>ANNUAL FEE</b>
Juke Box	_____	\$75/Device/Year

<b>APPLICATION FEE:</b>	Mechanical Amusement Device(s)	\$ _____
	Juke Box(s)	\$ _____
	<b>TOTAL DUE:</b>	\$ _____

AFTER ALL REQUIREMENTS OF THE CITY ARE MET, I REQUEST THE APPLICATION BE SUBMITTED TO THE ALBION CITY COUNCIL FOR THEIR CONSIDERATION.

Applicant's Signature: Melanie Bonner Date: 2/3/2017

Please remit necessary completed application with signature and fee to: City Clerk's Office, 112 W. Cass Street, Albion, MI 49224. **Make checks payable to: City of Albion**

City of Albion Use Only		
DATE PAID: <u>2/10/17</u>	CLERK'S SIGNATURE: <u>Jill Dominguez</u>	CITY OF ALBION Date: 02/10/2017 5:00:57 PM
DATE APPROVED BY CITY COUNCIL _____		Ref: PEDLER
LICENSE YEAR: April 1, <u>2017</u> to March 31, <u>2018</u>		Receipt # 40003110 Amount: \$75.00

CITY OF ALBION  
 Business Location Application  
 Application for Mechanical Amusement Devices

Business Name:	Family Fare, LLC dba Family Fare #1992
Business Address:	850 76th St SW, Byron Center, MI 49315
Telephone:	616-878-2785
Owner Name or Company Representative:	Nancy Kimball
Name of Your Mechanical Amusement Device Supplier:	
Address:	
Telephone:	

<u>MECHANICAL AMUSEMENT DEVICES</u>	<u>NUMBER OF DEVICES</u>
Video Game:	_____
Pool Table:	_____
Pinball:	_____
Mechanical Crane:	_____
Other (Explain):	_____

**TOTAL # OF DEVICES:** 1

<u>MECHANICAL AMUSEMENT DEVICES:</u>	<u>1<sup>st</sup> Device</u>	<u>ANNUAL FEE</u>
	1 <sup>st</sup> Device	\$ 75.00/year
	2-4 Devices	100.00/year
	5-9 Devices	250.00/year
	10 or more	500.00/year

<u>MUSICAL DEVICE</u>	<u># MUSICAL DEVICES</u>	<u>ANNUAL FEE</u>
Juke Box	_____	\$75/Device/Year

<b>APPLICATION FEE:</b>	Mechanical Amusement Device(s)	\$ <u>75.00</u>
	Juke Box(s)	_____
	<b>TOTAL DUE:</b>	\$ <u>75.00</u>

AFTER ALL REQUIREMENTS OF THE CITY ARE MET, I REQUEST THE APPLICATION BE SUBMITTED TO THE ALBION CITY COUNCIL FOR THEIR CONSIDERATION.

Applicant's Signature: Nancy L Kimball Date: 2-7-2017

Please remit necessary completed application with signature and fee to: City Clerk's Office, 112 W. Cass Street, Albion, MI 49224. **Make checks payable to: City of Albion**

City of Albion Use Only

DATE PAID: <u>2-8-17</u>	CLERK'S SIGNATURE: <u>Jill Domingo</u>
DATE APPROVED BY CITY COUNCIL: _____	
LICENSE YEAR April 1, <u>2017</u> to March 31, <u>2017</u>	

**CITY OF ALBION**  
**APPLICATION FOR COLLECTION OF COMMERCIAL GARBAGE LICENSE**

Business Name:	<i>City State Services and Republic Services</i>
Business Address:	<i>14800 F.D. Dr. Marshall MI 49065</i>
Telephone:	<i>261-781-1165</i>
Name of Company Representative:	<i>James Schutte</i>
Local or Toll Free Telephone:	<i>261-781-1165</i>

PLEASE SUBMIT THE FOLLOWING:

- Copy of Performance Bond for \$5,000
- Copy of Proof of Insurance (\$300,000 minimum property damage) (\$300,000/\$500,000 public liability) - *31317-*
- \$75.00 Annual Fee

*called for rate schedule & customer list*

\* RATE SCHEDULE:

- Please attach to this application, a copy of the menu of services and prices in effect at the time of this application.

\* COMMERCIAL CUSTOMER LIST:

- Please attach to this application, a copy of your current commercial customer list for the City of Albion.

VEHICLE INFORMATION:

- Number of Vehicles Operated from the Location Listed Below:
- Location (Place) of Overnight Storage: *14800 F.D. Dr. Marshall MI 49065*

On behalf of the above business, I hereby agree to obey, abide by and comply with all provisions of the City of Albion's Ordinances contained in Chapter 66, Solid Waste, now in force, or as may be adopted, concerning the operation of a refuse business in the City of Albion. After all requirements of the City are met, I request the application be submitted to the Albion City Council for their consideration.

Applicant's Signature: *[Signature]*

Date: *2-16-17*

Please remit necessary completed application with signature and fee to: City Clerk's Office, 112 W. Cass Street, Albion, MI 49224. **Make checks payable to: City of Albion**

City of Albion Use Only

DATE PAID *2-22-17*

CLERK'S SIGNATURE *[Signature]*

DATE APPROVED BY CITY COUNCIL \_\_\_\_\_

LICENSE YEAR: April 1, *2017* to March 31, *2018*

CITY OF ALBION  
APPLICATION FOR COLLECTION OF COMMERCIAL GARBAGE LICENSE

Business Name:	Waste Management Inc.
Business Address:	4547 Wayne Rd Battle Creek MI 49037
Telephone:	616-292-8056
Name of Company Representative:	Scott Edema
Local or Toll Free Telephone :	

**PLEASE SUBMIT THE FOLLOWING:**

- \* • Copy of Performance Bond for \$5,000
- \* • Copy of Proof of Insurance (\$300,000 minimum property damage) (\$300,000/\$500,000 public liability)
- \$75.00 Annual Fee

*\*3-13-17 called for paperwork*

\* **RATE SCHEDULE:**

- Please attach to this application, a copy of the menu of services and prices in effect at the time of this application.

\* **COMMERCIAL CUSTOMER LIST:**

- Please attach to this application, a copy of your current commercial customer list for the City of Albion.

**VEHICLE INFORMATION:**

- Number of Vehicles Operated from the Location Listed Below: 33 - No Change from 2016
- Location (Place) of Overnight Storage: 4547 Wayne Road, Battle Creek MI 49037

On behalf of the above business, I hereby agree to obey, abide by and comply with all provisions of the City of Albion's Ordinances contained in Chapter 66, Solid Waste, now in force, or as may be adopted, concerning the operation of a refuse business in the City of Albion. After all requirements of the City are met, I request the application be submitted to the Albion City Council for their consideration.

Applicant's Signature: Scott Edema Date: 2.8.17

Please remit necessary completed application with signature and fee to: City Clerk's Office, 112 W. Cass Street, Albion, MI 49224. **Make checks payable to: City of Albion**

City of Albion Use Only

DATE PAID: 2-28-17 CLERK'S SIGNATURE: [Signature]

DATE APPROVED BY CITY COUNCIL: \_\_\_\_\_

LICENSE YEAR: April 1, 2017 to March 31, 2018

CITY OF ALBION  
APPLICATION FOR COLLECTION OF RESIDENTIAL & COMMERCIAL  
GARBAGE LICENSE

Business Name:	Granger Container Service Inc
Business Address:	2600 Lansing Ave Jackson MI 49202
Telephone:	517-372-2800
Name of Company Representative:	Angie Schwab HR/Safety Coordinator
Local or Toll Free Telephone:	517-371-9731

PLEASE SUBMIT THE FOLLOWING:

- ✓ Copy of Performance Bond for \$5,000
- ✓ Copy of Proof of Insurance (\$300,000 minimum property damage)  
(\$300,000/\$500,000 public liability)
- \$75.00 Annual Fee

RATE SCHEDULE:

- Please attach to this application, a copy of the menu of services and prices in effect at the time of this application.

CUSTOMER LIST:

- Please attach to this application, a copy of your current customer list for the City of Albion.

VEHICLE INFORMATION:

- Number of Vehicles Operated from the Location Listed Below: 20
- Location (Place) of Overnight Storage: 2600 Lansing Ave Jackson MI 49202

On behalf of the above business, I hereby agree to obey, abide by and comply with all provisions of the City of Albion's Ordinances contained in Chapter 66, Solid Waste, now in force, or as may be adopted, concerning the operation of a refuse business in the City of Albion. After all requirements of the City are met, I request the application be submitted to the Albion City Council for their consideration.

Applicant's Signature: Angela J Schwab Date: 2-7-17

Please remit necessary completed application with signature and fee to: City Clerk's Office, 112 W. Cass Street, Albion, MI 49224. **Make checks payable to: City of Albion**

City of Albion Use Only		CITY OF ALBION Date: 02/27/2017 12:01:17 PM City Clerk's Office Receipt: 40084709 Amount: \$75.00
DATE PAID: <u>2-23-17</u>	CLERK'S SIGNATURE: _____	
DATE APPROVED BY CITY COUNCIL: _____		
LICENSE YEAR: April 1, <u>2017</u> to March 31, <u>2018</u>		

**CITY OF ALBION  
ORDINANCE #2017-03**

AN ORDINANCE TO AMEND ORDINANCE 66-139  
SOLID WASTE

**Purpose and Finding:** The City has recently elected to utilize a single refuse hauler for city wide residential solid waste. The City's current ordinances presently provide for a \$100.00 per diem fine for failure to comply with utilizing a solid waste hauler. The council has requested a reduction in the fine for the first offense and an increased penalty for subsequent offenses. Following the ten (10) notice provided by the City Manager, it is recommended that the first fine for non-compliance be \$50.00 and each subsequent offense be fined at \$100.00, with each day constituting a separate act of non-compliance.

THE CITY OF ALBION ORDAINS:

**Sec. 66-139. - Refuse disposal generally.**

(a) No person shall dispose of any refuse within the city other than by means of an approved incinerator, use of recycling, an approved garbage disposal unit, a private refuse collector duly licensed by the city, open burning of yard clippings or any method approved in writing by the city manager

(b) A list of each licensee approved by the city for the purpose of residential premises refuse collection shall be made available at the office of the city manager. Each owner or occupant of the residential premises shall contract with a valid licensee to provide refuse collection for each residential premise owned or occupied by him, subject to subsection (1).

(1) When the city contracts with a single refuse hauler for city wide service, each residential premises shall receive refuse service from the city selected refuse hauler only.

(c) Each licensee shall submit to the city manager a list of the addresses within the city for which he is providing residential service. Each licensee shall inform the city manager of any additions, deletions or changes to his customer list in a timely fashion.

(d) Each licensee shall make special arrangements to serve the needs of seniors and qualified disabled persons.

(e) When it has been determined that residential premises, as defined in this article, are not in fact receiving refuse service, the city manager shall assess a fine of \$50.00 for the first offense and may assess a fine of \$100.00 for each repeat or

subsequent offense, as provided in Section 1-26. Each day of non-compliance shall constitute a separate offense. Before any fines are so assessed, the city manager shall notify such property owners in writing by first class mail and allow a minimum of ten (10) days after the date of mailing for compliance.

This Ordinance shall take effect after publication on May 3, 2017.

First Reading:  
March 20, 2017

Second Reading & Adoption:  
April 3, 2017

Ayes \_\_\_\_\_  
Nays \_\_\_\_\_  
Absent \_\_\_\_\_

Ayes \_\_\_\_\_  
Nays \_\_\_\_\_  
Absent \_\_\_\_\_

---

Jill Domingo  
City Clerk

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Garrett Brown,  
Mayor



Meeting  
Second and Fourth  
Thursday  
Of Every Month  
at 8:00 P.M.

# Knights of Columbus

FATHER OLK COUNCIL No. 5255

Albion, Michigan 49224

**February 22, 2017**

**Sheryl Mitchell, City Manager**

**City of Albion**

**112 West Cass Street**

**Albion, MI 49224**

One of the most popular and successful programs conducted by the Knights of Columbus state and local councils for the benefit of people with Intellectual Disabilities is the Tootsie Roll fund-raiser in which councils collect donations outside of stores.

On April 7, 8, and 9<sup>th</sup> the Albion Council of the Knights of Columbus, once again will be soliciting financial support from the public for people with intellectual disabilities. This year represents the Knights 47<sup>th</sup> Annual Statewide Tootsie Roll Drive.

I am sure you realize the importance that we, the Knights, place in this project. Therefore, we are asking your permission to solicit on these days.

Sincerely,

**Greg Polnasek**

**Chairperson**

**Knights of Columbus, Father Oak Council 5255,**

**PO Box 181**

**Albion, MI 49224**

**Phone: 517-630-0174**

**CITY OF ALBION**  
**2017 LOCAL STREET IMPROVEMENTS**  
**FORD ROAD - WIENER DRIVE TO TERPENNING STREET**  
**PRELIMINARY ENGINEER'S ESTIMATE**  
**February 27, 2017**

The following estimate is for resurfacing Ford Road from Wiener Drive to Terpenning Street. The existing surface would be milled and resurfaced with 3" of HMA pavement. Existing drainage structure covers would be replaced and minimal curb and gutter would be replaced. ADA ramps would be installed in accordance with federal regulations. Crosswalks and stop bars would be provided with waterborne paint.

1	LS	Mobilization, Max. \$5,000	@	\$4,000.00	\$4,000.00
1	LS	Traffic Maintenance & Control	@	3,000.00	3,000.00
1	Ea	Dr Structure, Rem	@	450.00	450.00
700	Ft	Curb and Gutter, Rem	@	10.00	7,000.00
40	Syd	Sidewalk, Rem	@	10.00	400.00
2	Ea	Dr Structure Cover, Cover B	@	600.00	1,200.00
6	Ea	Dr Structure Cover, Cover K	@	700.00	4,200.00
3	Ea	Dr Structure Cover, Cover Q	@	600.00	1,800.00
11	Ea	Dr Structure Cover, Adj, Case 1	@	450.00	4,950.00
1	Ea	Water Valve Box	@	450.00	450.00
1	Ea	Water Shutoff, Adj	@	200.00	200.00
2,400	Syd	Cold Milling HMA Surface	@	2.50	6,000.00
700	Ft	Curb and Gutter, Conc, Det C4	@	20.00	14,000.00
200	Sft	Sidewalk, Conc, 4 inch	@	4.00	800.00
240	Sft	Sidewalk Ramp	@	8.00	1,920.00
20	Ft	Sidewalk Ramp, ADA, Modified	@	35.00	700.00
2,400	Syd	HMA, 13A, 1 1/2 inch	@	7.00	16,800.00
2,400	Syd	HMA, 36A, 1 1/2 inch	@	7.50	18,000.00
30	Ft	Pavt Mrkg, Waterborne, Stop Bar, 18 inch	@	7.00	210.00
250	Ft	Pavt Mrkg, Waterborne, Crosswalk, 6 inch	@	3.00	750.00
1	LS	Restoration	@	2,500.00	<u>2,500.00</u>
<b>SUBTOTAL ESTIMATED CONSTRUCTION COST</b>					<b>\$89,330.00</b>
<i>Contingencies / Engineering (20% ±)</i>					<u><b>17,670.00</b></u>
<b>TOTAL ESTIMATED PROJECT COST</b>					<b>\$107,000.00</b>

Subtotal Roadway-related Items	\$100,000.00
Subtotal Sidewalk-related Items	7,000.00

**CITY OF ALBION**  
**2017 LOCAL STREET IMPROVEMENTS**  
**TERPENNING STREET - E. BROADWELL STREET TO E. WATSON STREET**  
**PRELIMINARY ENGINEER'S ESTIMATE**  
**February 27, 2017**

The following estimate is for resurfacing Terpenning Street from E. Broadwell Street to E. Watson Street. The existing surface would be milled and resurfaced with 3" of HMA pavement. Existing drainage structure covers would be replaced and minimal curb and gutter would be replaced. ADA ramps would be installed in accordance with federal regulations. Crosswalks and stop bars would be provided with waterborne paint.

1	LS	Mobilization, Max. \$10,000	@	\$8,000.00	\$8,000.00
1	LS	Traffic Maintenance & Control	@	3,000.00	3,000.00
1	Ea	Dr Structure, Rem	@	450.00	450.00
640	Ft	Curb and Gutter, Rem	@	10.00	6,400.00
80	Syd	Sidewalk, Rem	@	10.00	800.00
3	Ea	Dr Structure Cover, Cover B	@	600.00	1,800.00
4	Ea	Dr Structure Cover, Cover K	@	700.00	2,800.00
2	Ea	Dr Structure Cover, Cover Q	@	600.00	1,200.00
9	Ea	Dr Structure Cover, Adj, Case 1	@	450.00	4,050.00
1	Ea	Water Valve Box	@	450.00	450.00
3	Ea	Water Shutoff, Adj	@	200.00	600.00
1,900	Syd	Cold Milling HMA Surface	@	2.50	4,750.00
640	Ft	Curb and Gutter, Conc, Det C4	@	20.00	12,800.00
400	Sft	Sidewalk, Conc, 4 inch	@	4.00	1,600.00
480	Sft	Sidewalk Ramp	@	8.00	3,840.00
40	Ft	Sidewalk Ramp, ADA, Modified	@	35.00	1,400.00
1,900	Syd	HMA, 13A, 1 1/2 inch	@	7.00	13,300.00
1,900	Syd	HMA, 36A, 1 1/2 inch	@	7.50	14,250.00
30	Ft	Pavt Mrkg, Waterborne, Stop Bar, 18 inch	@	7.00	210.00
220	Ft	Pavt Mrkg, Waterborne, Crosswalk, 6 inch	@	3.00	660.00
1	LS	Restoration	@	2,500.00	<u>2,500.00</u>

<i>SUBTOTAL ESTIMATED CONSTRUCTION COST</i>	<b>\$84,860.00</b>
<i>Contingencies / Engineering (20% ±)</i>	<u>17,140.00</u>

<b>TOTAL ESTIMATED PROJECT COST</b>	<b>\$102,000.00</b>
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Subtotal Roadway-related Items	\$87,000.00
Subtotal Sidewalk-related Items	15,000.00

# INFORMATION ONLY

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

PERIOD ENDING 02/28/2017  
 % Fiscal Year Completed: 16.16

GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)	2016 AMENDED BUDGET	YTD BALANCE 02/28/2017 NORMAL (ABNORMAL)	2017 ORIGINAL BUDGET	% BDT USED
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Fund 101 - GENERAL FUND						
000-GENERAL						
209-ASSESSING		3,303,704.87	3,153,939.00	318,267.46	3,215,170.00	9.90
215-CLERK		9,546.94	0.00	5.00	3,000.00	0.17
260-101 - FINANCE DEPT / 275 - ABA GENERAL		5,199.89	5,161.00	10.90	100.00	10.90
276-CEMETERY		430.78	400.00	70.00	500.00	14.00
345-PUBLIC SAFETY		74,198.22	70,300.00	10,442.56	70,000.00	14.92
422-CODE ENFORCEMENT		71,080.54	80,250.00	5,815.88	32,300.00	18.01
775-PARKS		111,618.57	116,722.00	8,555.10	90,000.00	9.51
778-HOLLAND PARK TRANSFORMATION PROJECT		3,312.00	3,312.00	365.00	2,350.00	15.53
930-TRANSFER IN		45,874.92	14,927.00	83,783.05	27,100.00	309.16
		10,000.00	10,000.00	0.00	10,000.00	0.00
TOTAL REVENUES		3,634,966.73	3,455,011.00	427,314.95	3,450,520.00	12.38

101-CITY COUNCIL		33,856.86	34,895.00	3,703.92	36,810.00	10.06
172-CITY MANAGER		90,140.72	106,315.54	12,334.46	107,260.00	11.50
209-ASSESSING		47,943.38	50,500.00	7,638.09	50,300.00	15.19
210-ATTORNEY		90,763.92	93,025.00	14,216.66	92,725.00	15.33
215-CLERK		109,556.35	110,576.00	10,574.69	99,585.00	10.62
226-HUMAN RESOURCES		29,819.05	36,926.00	2,730.33	20,510.00	13.31
260-101 - FINANCE DEPT / 275 - ABA GENERAL		251,397.46	269,817.00	25,912.66	318,225.00	8.14
265-MUNICIPAL BLDG / 201 N CLINTON ST		68,044.15	76,308.00	7,503.79	71,915.00	10.43
276-CEMETERY		143,621.90	154,334.00	13,120.01	160,985.00	8.15
345-PUBLIC SAFETY		1,747,936.58	1,856,795.69	238,116.20	1,873,689.00	12.71
422-CODE ENFORCEMENT		203,504.00	199,591.00	15,742.24	174,870.00	9.00
442-CITY MAINTENANCE		184,738.58	200,210.00	16,511.76	209,195.00	7.89
444-TREE TRIMMING		9,478.38	13,099.00	1,112.55	7,954.00	9.54
447-ENGINEERING		8,735.77	10,332.00	555.43	11,664.00	6.98
526-EPA LANDFILL		11,040.77	11,000.00	0.00	8,000.00	0.00
775-PARKS		175,248.29	186,810.00	17,270.77	200,732.00	8.60
778-HOLLAND PARK TRANSFORMATION PROJECT		45,874.92	14,927.00	0.00	27,100.00	0.00
895-GENERAL APPROPRIATION		194,759.80	210,985.00	40,549.89	157,600.00	25.73
TOTAL EXPENDITURES		3,446,460.88	3,636,446.23	427,593.45	3,629,119.00	11.78

Fund 101 - GENERAL FUND:						
TOTAL REVENUES		3,634,966.73	3,455,011.00	427,314.95	3,450,520.00	12.38
TOTAL EXPENDITURES		3,446,460.88	3,636,446.23	427,593.45	3,629,119.00	11.78
NET OF REVENUES & EXPENDITURES		188,505.85	(181,435.23)	(278.50)	(178,599.00)	0.16