

CITY OF OWOSSO
SPECIAL MEETING OF THE BUILDING AUTHORITY
WEDNESDAY, APRIL 24, 2024
10:30 A.M.

Meeting to be held at City Hall
301 West Main Street

AGENDA

ROLL CALL:

APPROVAL OF THE MINUTES OF MEETING OF MAY 25, 2022:

RECEIPT OF TREASURER'S REPORT:

ITEMS OF BUSINESS

1. Consider payment to Branro Enterprises, Inc. for services rendered to study the effectiveness of the climate control system at City Hall.
2. Consideration of the purchase of a large screen television for use in the Council Chambers.

CITIZEN COMMENTS AND QUESTIONS

ADJOURNMENT

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing or calling the following: Amy K. Kirkland, City Clerk, 301 West Main Street, Owosso, MI 48867 or at (989) 725-0500. The City of Owosso Website address is www.ci.owosso.mi.us.

CITY OF OWOSSO
BUILDING AUTHORITY COMMISSION
SPECIAL MEETING OF MAY 25, 2022
MINUTES

In compliance with Public Act 257 of 1976, the meeting was called to order by City Clerk Amy K. Kirkland at 9:31 a.m. Ms. Kirkland agreed to serve as chair of the meeting until such time as a Chairman is appointed.

PRESENT: Commissioners Brad A. Barrett, Michael L. Dowler, and Nathan R. Henne.

ABSENT: None.

ALSO PRESENT: City Clerk Amy K. Kirkland and Director of Human Resources Jessica B. Unangst.

APPROVAL OF THE MINUTES OF AUGUST 21, 2015

Motion by Commissioner Henne to approve the minutes of the August 21, 2015 meeting as presented.

Motion supported by Commissioner Dowler and concurred in by unanimous vote.

The April 30, 2022 Treasurer's Report was distributed to the Commission members. It showed an available balance of \$36,608.22. (This report was originally distributed to the Commission on May 24, 2022 via email.)

City Clerk Kirkland suggested the Commission consider removing Item of Business 3. Consideration of a proposal to power wash the exterior of City Hall from the agenda as quotes for the work were not received in time for the meeting.

Motion by Commissioner Barrett to remove Item of Business 3 from the agenda.

Motion supported by Commissioner Henne and concurred in by unanimous vote.

ORGANIZATIONAL ITEMS

APPOINTMENT OF OFFICERS

Pursuant to the provisions of Michigan PA 31 of 1948 a Chairperson, Treasurer, and Secretary were appointed as follows:

Commissioner Henne nominated himself as Chairman, Commissioner Barrett as Treasurer, and Commissioner Dowler as Secretary.

No second is necessary for nominations.

There were no further nominations.

Roll Call Vote.

AYES: Commissioners Barrett, Dowler, and Henne.

NAYS: None.

Commissioner Henne assumed the Chair as presiding officer.

ITEMS OF BUSINESS

SERVER ROOM FIRE SUPPRESSION SYSTEM UPGRADE

Chairperson Henne indicated the item before the Commission is the upgrade of the fire suppression system in the server room at City Hall. The current Halon system is over 20 years old and its reliability is iffy at best. The entire project: removal and disposal of the old system, installation of a new environmentally friendly system with controls, along with acceptance testing and final drawings, was estimated by DeLau Fire Services to cost \$19,500.00.

Motion by Commissioner Dowler to waive competitive bidding requirements as installation of the system quoted is in the best interest of the City, approve the proposal from DeLau Fire & Safety, Inc. dba DeLau Fire Services for upgrade of the City Hall Server Room fire suppression system in the amount of \$19,500.00, and approve payment to the vendor upon satisfactory completion of the project.

Motion supported by Commissioner Barrett.

Roll Call Vote.

AYES: Commissioners Barrett, Dowler, and Chairperson Henne.

NAYS: None.

DESKS FOR THE CLERK'S OFFICE

City Clerk Kirkland indicated the intent of the project is to create handicap accessible service areas, improve the flow of traffic through the office, and to create a secure area where ballots can be stuffed, processed, and sorted. She noted that the quality of the proposed furniture leaves a bit to be desired, but this is what is available on the state-wide contract.

Commissioner Barrett said the Building Authority might be able to purchase chairs for this project for an extra \$1,000. He went on to ask if the DPW would be responsible for prepping the office area for installation of the new desks. It was indicated they would.

Motion by Commissioner Dowler to waive competitive bidding requirements, approve the purchase of two new desks, plus chairs and accessories for the Clerk's Office, from DBI Holding Co. dba DBI Business Interiors, utilizing MiDeal Contract No. 220000000043 in the amount of \$12,000.00, plus DPW labor and equipment charges, and further approve payment to the vendor upon satisfactory installation of the product.

Motion supported by Commissioner Barrett.

Roll Call Vote.

AYES: Commissioners Barrett, Dowler, and Chairperson Henne.

NAYS: None.

POWER WASHING THE EXTERIOR OF CITY HALL (This item was removed from the agenda.)

CITIZEN COMMENTS AND QUESTIONS

None.

ADJOURNMENT

Motion by Commissioner Barrett to adjourn the meeting at 9:48 a.m.

Motion supported by Commissioner Dowler and concurred in by unanimous vote.

Michael L. Dowler, Secretary

akk

PERIOD ENDING 04/30/2024

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

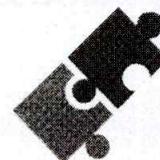
GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 04/30/24 INCR (DECR)	04/30/2024 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 469 - CAPITAL PROJECTS-BUILDING AUTHORITY							
Revenues							
Dept 000 - REVENUE							
469-000-665.000	INTEREST INCOME	0.00	325.00	0.00	483.98	(158.98)	148.92
Total Dept 000 - REVENUE		0.00	325.00	0.00	483.98	(158.98)	148.92
TOTAL REVENUES		0.00	325.00	0.00	483.98	(158.98)	148.92
Expenditures							
Dept 901 - CAPITAL OUTLAY							
469-901-974.000	SYSTEM IMPROVEMENTS	0.00	10,194.00	4,975.00	10,194.00	0.00	100.00
Total Dept 901 - CAPITAL OUTLAY		0.00	10,194.00	4,975.00	10,194.00	0.00	100.00
TOTAL EXPENDITURES		0.00	10,194.00	4,975.00	10,194.00	0.00	100.00
Fund 469 - CAPITAL PROJECTS-BUILDING AUTHORITY:							
TOTAL REVENUES		0.00	325.00	0.00	483.98	(158.98)	148.92
TOTAL EXPENDITURES		0.00	10,194.00	4,975.00	10,194.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	(9,869.00)	(4,975.00)	(9,710.02)	(158.98)	98.39

CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO
FROM 04/01/2024 TO 04/30/2024
FUND: 469
CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 04/01/2024	Total Debits	Total Credits	Ending Balance 04/30/2024
Fund 469	CAPITAL PROJECTS-BUILDING AUTHORITY				
001.200	POOLED CASH (HUNTINGTON BANK)	(4,975.00)	0.00	4,975.00	(9,950.00)
001.201	MI CLASS ACCOUNT	11,865.51	0.00	0.00	11,865.51
	CAPITAL PROJECTS-BUILDING AUTHORI	<u>6,890.51</u>	<u>0.00</u>	<u>4,975.00</u>	<u>1,915.51</u>

ACH 216

Branro Enterprises, Inc.
3124 Kochville Rd
Saginaw, MI 48604
apike@branro.com



BRANRO Enterprises
Bringing Businesses Together

INVOICE

BILL TO
City of Owosso
301 W. Main Street
Owosso, MI 48867

INVOICE # 2073
DATE 01/25/2024
DUE DATE 01/25/2024
TERMS Due on receipt

45608

QTY DESCRIPTION

1 50% Down Payment to Conduct Air Quality Balance Readings and Investigation at City Hall in Accordance With Proposal #B24-003-01 (\$9,950.00 x 50%)

Thank you for making Branro Enterprises your partner in business

BALANCE DUE

\$4,975.00

Remit to:
Branro Enterprises
PO Box 6021
Saginaw, MI 48608

2-13

Lucais J. Allen

From: Nathaniel R. Henne
Sent: Monday, January 29, 2024 10:25 AM
To: Lucais J. Allen
Cc: Brad A. Barrett
Subject: RE: Down Payment Request RE: Invoice

For this one, we are. I had discussions with them but I'll need it this time.



Nathan Henne
City Manager
City of Owosso
989.725.0568
Nathan.Henne@ci.owosso.mi.us

"Give [everyone] thy ear, but few thy voice."
-Shakespeare-

From: Lucais J. Allen <Lucais.Allen@ci.owosso.mi.us>
Sent: Monday, January 29, 2024 9:51 AM
To: Nathaniel R. Henne <nathan.henne@ci.owosso.mi.us>
Cc: Brad A. Barrett <brad.barrett@ci.owosso.mi.us>
Subject: Down Payment Request RE: Invoice

Good Morning Nathan,

Attached is an invoice from our new vendor Branro Enterprises who is requesting a 50% down payment on the upcoming job associated with Request # 45608. We generally wait to pay until the product or service is complete before we issue payment, I wanted to run this by you to confirm we were not deviating from our standard practices before I respond to Mr. Pike.

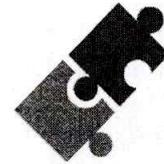
***This PO Requisition still needs to be approved before any future payment can be processed.

Please let me know how we would like to proceed,

Thank you,

ACH 4-12

Branro Enterprises, Inc.
3124 Kochville Rd
Saginaw, MI 48604
apike@branro.com



BRANRO Enterprises
Bringing Businesses Together

INVOICE

BILL TO

City of Owosso
301 W. Main Street
Owosso, MI 48867

INVOICE # 2083

DATE 02/21/2024

DUE DATE 02/21/2024

TERMS Due on receipt

QTY DESCRIPTION

- 1 Air Quality Balance Readings and Investigation at City Hall In Accordance With Proposal #B24-003-01 (\$9,950.00)
- 1 Less 50% Down Payment Received Previously (\$4,975.00)

Thank you for making Branro Enterprises your partner in business

BALANCE DUE

\$4,975.00

4-6-2024
N. Apike

Remit to:
Branro Enterprises
PO Box 6021
Saginaw, MI 48608

4-8



A TV experience that's always getting smarter

Shop Fire TV >

Featured from Amazon brand

Seller Type ▼

Department (1) ▲

Any Department

Electronics

- Electronics Accessories & Supplies
- Camera & Photo
- Vehicle Electronics
- Cell Phones & Accessories
- Computers & Accessories
- Electronic Protection Plans
- GPS, Finders & Accessories
- Home Audio & Theater Products
- Office Electronics Products
- Portable Audio & Video
- Security & Surveillance Equipment
- Computers & Electronics Service Plans
- Televisions & Video Products
- Video Game Consoles & Accessories
- Video Projectors
- Wearable Technology
- eBook Readers & Accessories
- Headphones, Earbuds & Accessories
- Household Batteries, Chargers & Accessories
- Power Accessories
- Computer Tablets

Customer Reviews ▼

Featured Brands ▼

TV Price (1) Any Price ▲

- \$500 to \$1000
- \$1000 to \$2000**
- \$2000 to \$3000

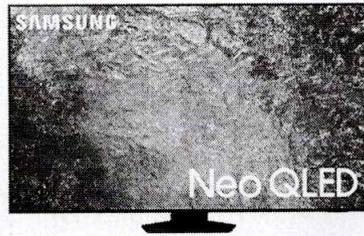
Min Max Go

Screen Size (1) Clear ▲

- 32 Inches & Under
- 33 to 43 Inches
- 44 to 49 Inches
- 50 to 59 Inches
- 60 to 69 Inches
- 70 Inches & Up**

Results

Check each product page for other buying options.



SAMSUNG 85-Inch Class Neo QLED 4K QN85C Series Neo Quantum HDR, Dolby Atmos, Object Tracking Sound,...

194

\$1,827⁹⁵ List: \$3,797.99

Save 52% on 10+ units

FREE delivery as soon as **Mon, Apr 22, 8 AM - 8 PM**

Only 10 left in stock - order soon.

Alexa Built-in

Add to cart

More Buying Choices

\$1,599.00 (17 used & new offers)

Display Size: **85 inches**
Refresh Rate: **120 hertz**
Resolution: **4K**
Model Year: **2023**



SAMSUNG 85-Inch Class QLED 4K Q70C Series Quantum HDR, Dual LED, Object Tracking Sound Lite, Q-Symphony...

462

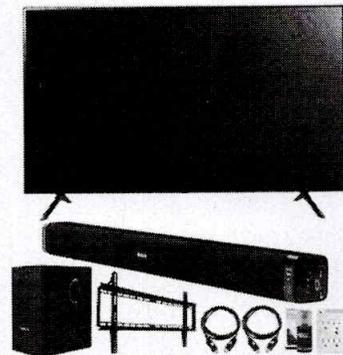
Alexa Built-in

See options

No featured offers available

\$1,779.00 (2 used & new offers)

Display Size: **85 inches**
Refresh Rate: **120 hertz**
Resolution: **4K**
Model Year: **2023**



LG UQ7590PUD 86 Inch HDR 4K UHD Smart TV Bundle with Deco Gear Home Theater Soundbar with Subwoofer...

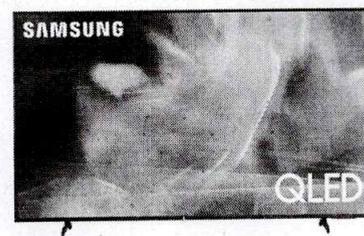
5

\$1,603⁹⁷ (\$801.99/Item)

FREE delivery **Apr 24 - May 2**

Only 9 left in stock - order soon.

Add to cart



SAMSUNG 85-Inch Class QLED Q60A Series - 4K UHD Dual LED Quantum HDR Smart TV with Alexa Built-in...

6,114

\$1,437⁹⁵ Typical: \$1,447.99

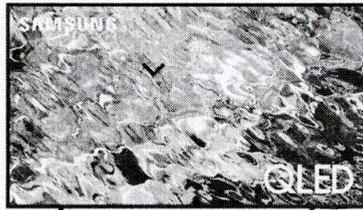
FREE delivery **Apr 24 - 26**

Only 4 left in stock - order soon.

Alexa Built-in

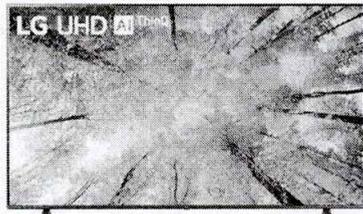
Display Size: **85 inches**
Refresh Rate: **60 hertz**
Resolution: **4K**
Model Year: **2021**

- Model Year
- Features
- Mounting Type (1)
 - Wall Mount
- Screen Type (1)
 - Flat

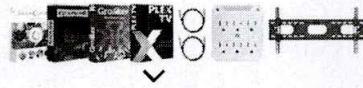


- Connectivity Technology (1)
 - HDMI
- Control Method (1)
 - Remote Voice

Previously viewed



- Supported Internet Services
- Total HDMI Ports



- Audio Input

- Top Brands in Electronics

- Condition (1)
 - New

- Seller

- Availability

Previously viewed



More Buying Choices
\$1,243.95 (4 used & new offers)

SAMSUNG 85-Inch Class QLED Q60B Series - 4K UHD Dual LED Quantum HDR Smart TV with Alexa Built-in...
2,385

\$1,387⁹⁵ List: \$2,297.99
39% savings included for business

Display Size: 85 inches
Refresh Rate: 60 hertz
Resolution: 4K
Model Year: 2022

FREE delivery Apr 23 - 25
Only 2 left in stock - order soon.

Alexa Built-in

Add to cart

More Buying Choices
\$1,339.99 (4 used & new offers)

LG UQ7590PUD 86 Inch HDR 4K UHD Smart TV Bundle with Premiere Movies Streaming + 37-100 Inch TV Wall...
10

See options

No featured offers available
\$1,349.00 (2 new offers)

Display Size: 86 inches
Refresh Rate: 120 hertz
Resolution: 4K
Model Year: 2022

2 viewed in Televisions

SAMSUNG 75-Inch Class QLED Q80B Series - 4K UHD Direct Full Array Quantum HDR 8X Smart TV with Alexa...
932

\$1,337⁹⁵ Typical: \$1,447.94
7% savings included for business

Display Size: 75 inches
Refresh Rate: 120 hertz
Resolution: 4K
Model Year: 2022

FREE delivery Apr 23 - 25
Only 4 left in stock - order soon.

Alexa Built-in

Add to cart

More Buying Choices
\$1,147.95 (5 used & new offers)

SAMSUNG 85-Inch Class QLED 4K Q60C Series Quantum HDR, Dual LED, Object Tracking Sound Lite, Q-Symphony...
1,349

\$1,244⁹⁹ Typical: \$1,297.99
4% savings included for business

Display Size: 85 inches
Refresh Rate: 60 hertz
Resolution: 4K
Model Year: 2023

FREE delivery Apr 23 - 25
Only 2 left in stock - order soon.

Alexa Built-in

Add to cart

More Buying Choices
\$1,197.95 (5 used & new offers)