

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF SEPTEMBER 16, 2024
7:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR PRO-TEM SUSAN J. OSIKA

OPENING PRAYER: PASTOR MARLENE WEBSTER
CITY CHURCH

PLEDGE OF ALLEGIANCE: COUNCILMEMBER DANIEL A. LAW

PRESENT: Mayor Pro-Tem Susan J. Osika, Councilmembers Janae L. Fear (arrived at 7:34 p.m.), Jerome C. Haber, Daniel A. Law, and Emily S. Olson.

ABSENT: Mayor Robert J. Teich, Jr. Councilmember and Nicholas L. Pidek

APPROVE AGENDA

Motion by Councilmember Olson to approve the agenda as presented.

Motion supported by Councilmember Law and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF SEPTEMBER 3, 2024

Motion by Councilmember Olson to approve the Minutes of the Regular Meeting of September 3, 2024 as presented.

Motion supported by Councilmember Law and concurred in by unanimous vote.

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

Robert Doran-Brockway, 401 N. Washington Street, read aloud a letter from Ebenezer Gould to his brother Amos on the eve of battle during the Civil War. He asked why Amos Gould was erased from the City website, as if history had been rewritten. He offered his assistance to help properly archive the items removed from the Gould House.

Tom Manke, 2910 W. M-21, said there had been a house fire over the weekend and a man's house burned down because nearby hydrants didn't work. He accused the City of not maintaining fire hydrants over the course of the last 15 years.

Glen Erdman, candidate for City Council, read aloud a statement introducing himself, providing his qualifications for office, and expressing his desire to give back to his community.

Jeff Turner, 204 Oakwood Avenue, said he is frustrated with people being allowed to park their cars on the street for 4 or 5 days at a time. He said he wants the owners to get tickets, and he wants the police to step up parking enforcement.

Councilmember Law asked Public Safety Director Kevin Lenkart about the fire hydrant situation. Mr. Lenkart responded that the hydrant directly across the street from the home had malfunctioned, but the hydrant around the corner performed as expected. He also noted that there were multiple water tankers at the scene that were able to start fighting the fire immediately.

Councilmember Olson announced the Mini-Golf Madness downtown this Saturday from 2:00 p.m. to 5:00 p.m., with prizes for the winners and a costume contest. The event is free to attend.

CONSENT AGENDA

Motion by Councilmember Law to approve the Consent Agenda as follows:

Boards and Commissions Appointment. Approve the following Mayoral Boards and Commissions appointment:

Name	Board/Commission	Term Expires
Linda Morovitz	Shiawassee Area Transportation Agency	10-01-2027

Street Closure Request - Owosso High School 2024 Homecoming Parade. Approve request from Owosso High School Assistant Principal/Athletic Director Steve Irelan for closure of the streets listed on the application from 5:00 p.m.-7:00 p.m. on Friday, October 4, 2024 for the annual High School Homecoming parade and further approve Traffic Control Order No. 1521.

COSSAP Grant Agreement Amendment. Approve amendments to the grant agreement with the Michigan State Police and Shiawassee Health and Wellness reducing the grant amount to \$96,883.00 and extending the agreement until September 30, 2025 for the continuing implementation of the Comprehensive Opioid, Stimulant and Substance Abuse Program (COSSAP) grant as follows:

RESOLUTION NO. 149-2024

**ACCEPTING AMENDMENT TO
THE COMPREHENSIVE OPIOID, STIMULANT, AND SUBSTANCE ABUSE PROGRAM (COSSAP)
GRANT TO DEVELOP AND EXPAND OVERDOSE PREVENTION PROGRAMS**

WHEREAS, in May of 2021, the City of Owosso partnered with the Michigan State Police and Shiawassee Health and Wellness in applying for a COSSAP grant from the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance; and

WHEREAS, the city of Owosso was awarded a \$373,864.00 grant in September 2022 based on said application; and

WHEREAS, the COSSAP grant has helped to develop and expand Opioid overdose prevention programs; and

WHEREAS, in July 2024, the City of Owosso was notified of a one-year no-cost extension of the grant until September 30, 2025; and

WHEREAS, the City was also notified that spending would be capped at the amount already expended, \$96,883.00.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: it hereby accepts the Comprehensive Opioid, Stimulant, and Substance Abuse Program (COSSAP) Grant Contract Extension, reducing the grant to \$96,883.00 and extending the terms of the grant until September 30, 2025.
- SECOND: the Mayor Pro-Tem and city clerk are instructed and authorized to sign the documents substantially in the form attached, COSSAP Grant Contract Extension and COSSAP Grant Contract Amendment for MSP Project No. COSSAP-06.

MDOT Local Grade Crossing Surface Program Application – S. Chestnut Street. Approve application to the FY2025 Local Grade Crossing Surface Program for reconstruction of the Huron & Eastern Railroad crossing on South Chestnut Street as follows:

RESOLUTION NO. 150-2024

**AUTHORIZING APPLICATION TO THE
MDOT LOCAL GRADE CROSSING SURFACE PROGRAM FOR FY2025
FOR THE HURON & EASTERN RAILROAD CROSSING ON S. CHESTNUT STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Engineering Department recommends the reconstruction of the Huron & Eastern railroad crossing on S. Chestnut Street; and

WHEREAS, the Michigan Department of Transportation offers its portion of state funds for this work via the Local Grade Crossing Surface Program - fiscal year 2025; and

WHEREAS, the City of Owosso proposes an application to the Program for the 2025 fiscal year to secure a Local Grade Crossing Surface Program project for said crossing; sixty percent (60%) of which shall be paid for by a MDOT Grant and forty percent (40%) by the Huron & Eastern Railroad, as outlined in the application.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to proceed with the proposed railroad crossing improvements to the Huron & Eastern Railroad crossing on S. Chestnut Street.
- SECOND: staff is directed to submit an application for an MDOT Local Grade Crossing Surface Program award for said work and the City declares its willingness to participate in this program.
- THIRD: the appropriate city staff members are authorized to execute all documents necessary for application.

MDOT Local Grade Crossing Surface Program Application – S. Chipman Street. Approve application to the FY2025 Local Grade Crossing Surface Program for reconstruction of the Huron & Eastern Railroad crossing on South Chipman Street as follows:

RESOLUTION NO. 151-2024

**AUTHORIZING APPLICATION TO THE
MDOT LOCAL GRADE CROSSING SURFACE PROGRAM FOR FY2025
FOR THE HURON & EASTERN RAILROAD CROSSING ON S. CHIPMAN STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Engineering Department recommends the reconstruction of the Huron & Eastern railroad crossing on S. Chipman Street; and

WHEREAS, the Michigan Department of Transportation offers its portion of state funds for this work via the Local Grade Crossing Surface Program; and

WHEREAS, the City of Owosso proposes an application to the Program for the 2025 fiscal year to secure a Local Grade Crossing Surface Program project for said crossing; sixty percent (60%) of which shall be paid by an MDOT Grant and forty percent (40%) by the Huron & Eastern Railroad, as outlined in the application.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to proceed with the proposed project to reconstruct the Huron & Eastern Railroad crossing on S. Chipman Street.
- SECOND: City staff is directed to submit an application for an MDOT Local Grade Crossing Surface Program award for said work and the City declares its willingness to participate in this program.
- THIRD: the appropriate City staff members are authorized to execute all documents necessary for application.

MDOT Local Grade Crossing Surface Program Application – N. Chipman Street. Approve application to the FY2025 Local Grade Crossing Surface Program for reconstruction of the Great Lakes Central Railroad crossing on North Chipman Street as follows:

RESOLUTION NO. 152-2024

**AUTHORIZING APPLICATION TO THE
MDOT LOCAL GRADE CROSSING SURFACE PROGRAM FOR FY2025
FOR THE GREAT LAKES CENTRAL RAILROAD CROSSING ON N. CHIPMAN STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Engineering Department recommends the reconstruction of the Great Lakes Central Railroad crossing on N. Chipman Street; and

WHEREAS, the Michigan Department of Transportation offers its portion of state funds for this work via the Local Grade Crossing Surface Program; and

WHEREAS, the City of Owosso proposes an application to the Program for the 2025 fiscal year to secure a Local Grade Crossing Surface Program project for said crossing; sixty percent (60%) of which shall be paid by an MDOT Grant and forty percent (40%) by the Great Lakes Central Railroad, as outlined in the application.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the

public interest to proceed with the proposed project to reconstruct the Great Lakes Central Railroad crossing on N. Chipman Street.

SECOND: City staff is directed to submit an application for an MDOT Local Grade Crossing Surface Program award for said work and the City declares its willingness to participate in this program.

THIRD: the appropriate City staff members are authorized to execute all documents necessary for application.

MDOT Local Grade Crossing Surface Program Application – Woodlawn Avenue. Approve application to the FY2025 Local Grade Crossing Surface Program for reconstruction of the Huron & Eastern Railroad crossing on Woodlawn Avenue as follows:

RESOLUTION NO. 153-2024

**AUTHORIZING APPLICATION TO THE
MDOT LOCAL GRADE CROSSING SURFACE PROGRAM FOR FY2025
FOR THE HURON & EASTERN RAILROAD CROSSING ON WOODLAWN AVENUE**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Engineering Department recommends the reconstruction of the Huron & Eastern railroad crossing on Woodlawn Avenue; and

WHEREAS, the Michigan Department of Transportation offers its portion of state funds for this work via the Local Grade Crossing Surface Program; and

WHEREAS, the City of Owosso proposes an application to the Program for the 2025 fiscal year to secure a Local Grade Crossing Surface Program project for said crossing; sixty percent (60%) of which shall be paid for by an MDOT Grant and forty percent (40%) by the Huron & Eastern Railroad, as outlined in the application.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to proceed with the proposed project to reconstruct the Huron & Eastern Railroad crossing on Woodlawn Avenue.

SECOND: staff is directed to submit an application for an MDOT Local Grade Crossing Surface Program award for said work and the City declares its willingness to participate in this program.

THIRD: the appropriate city staff members are authorized to execute all documents necessary for application.

State Trunkline Maintenance Contract. Approve Contract No. 2024-0375 with the Michigan Department of Transportation governing the maintenance of state highways within the City limits, with an effective term of October 1, 2024 to September 30, 2029 and authorize the Director of Engineering to sign said contract as follows:

RESOLUTION NO. 154-2024

**AUTHORIZING THE EXECUTION OF CONTRACT NO. 2024-0375 WITH
THE MICHIGAN DEPARTMENT OF TRANSPORTATION FOR**

**MAINTENANCE OF STATE TRUNKLINES
WITHIN THE CITY LIMITS**

WHEREAS, within the city limits of Owosso, Shiawassee County, Michigan, there are several state trunklines (M-21, M-52, M-71) and bridges owned by the State of Michigan; and

WHEREAS, these trunklines require constant maintenance, and the Michigan Department of Transportation (MDOT) has found that contracting with the City for maintenance of said trunklines and bridges is in the best interest of the public; and

WHEREAS, MDOT has presented the City with Contract No. 2024-0375 formalizing the responsibilities and duties of each party, with a term from October 1, 2024 through September 30, 2029; and

WHEREAS, on August 5, 2024, city council designated Director of Engineering Clayton Wehner as Contract Administrator for the MDOT Trunkline Maintenance Contract with authority to sign and execute the contract.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: the State Trunkline Maintenance Contract No. 2024-0375 with the Michigan Department of Transportation for the term of October 1, 2024 through September 30, 2029 is hereby approved.

SECOND: Director of Engineering Clayton R. Wehner is hereby authorized to execute the document as attached, State Trunkline Maintenance Contract No. 2024-0375.

Purchase Authorization – Road Salt. Authorize the purchase of road salt from Compass Minerals America Inc. under State of Michigan Contract No. 1800000000787 in the amount of \$74,796.00 for 1200 tons of road salt at \$62.33/ton seasonal fill, to be delivered as needed for the 2024-2025 contract period as follows:

RESOLUTION NO. 155-2024

**AUTHORIZING THE EXECUTION OF A PURCHASE ORDER
WITH COMPASS MINERALS AMERICA INC.
FOR THE 2024-2025 WINTER SUPPLY OF ROAD SALT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a responsibility to keep its streets safe during the winter months, and that this winter ice control maintenance is advisable, necessary and in the public interest; and

WHEREAS, the most efficient way to remove ice from the streets is the application of road salt onto the icy pavements; and

WHEREAS, in order to obtain the best price for road salt material, it is in the best interest of the City of Owosso to waive competitive bidding requirements and utilize the State of Michigan Contract number 1800000000787 effective June 3, 2024, provided by Compass Minerals America Inc. for the purchase of road salt at \$62.33 per ton for seasonal delivery as needed bulk.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to purchase 1,200 tons of road salt from Compass Minerals America Inc.

- SECOND: the contract between the City and Compass Minerals America Inc. shall be in the form of a Purchase Order, with reference to State of Michigan Contract No. 18000000787.
- THIRD: the accounts payable department is authorized to pay Compass Minerals America Inc. for road salt delivered in the amount of \$74,796.00, plus a contingency amount of \$21,815.50 with prior authorization, for a total of \$96,611.50.
- FOURTH: the above expenses shall be paid from Local and Major Street Fund and State Trunk-line accounts 202/203.478.728.000 and 202.497.728.000.

Bid Award – Structural Firefighting Gear. Approve bid award to Macqueen Equipment, LLC for Structural Firefighting Gear on an as needed basis according to unit prices for a three-year contract period and further approve payment to the contractor upon satisfactory delivery of equipment or portion thereof as follows:

RESOLUTION NO. 156-2024

**AUTHORIZING THE EXECUTION OF A THREE-YEAR CONTRACT FOR
STRUCTURAL FIREFIGHTING GEAR
WITH MACQUEEN EQUIPMENT LLC**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has a fire department requiring structural firefighting gear; and

WHEREAS, the city of Owosso sought bids for structural firefighting gear, a bid was received from MacQueen Equipment LLC (formerly known as Kodiak Emergency Vehicles), and it is hereby determined that MacQueen Equipment LLC is qualified to provide such equipment and that it has submitted the lowest responsible and responsive bid.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to purchase structural firefighting gear from MacQueen Equipment LLC on an as-needed basis.
- SECOND: the accounts payable department is authorized to pay the vendor upon satisfactory receipt of the gear according to unit prices up to the amount of \$2,867.89 in year one, \$2,926.00 in year two, and \$3,051.60 in year three for each set of fire gear purchased.
- THIRD: the money for this purchase will come from the firefighters' uniforms and cleaning budget, 101-336-741-000.

Bid Award – Trenchless Emergency Water Service Line Replacement. Approve bid award to Green Tech Systems LLC for Trenchless Emergency Water Service Line Replacements on an as-needed basis according to unit prices and further approve payment to the contractor upon satisfactory completion of the work as follows:

RESOLUTION NO. 157-2024

**AUTHORIZING THE EXECUTION OF A CONTRACT WITH
GREEN TECH SYSTEMS, LLC FOR
TRENCHLESS EMERGENCY WATER SERVICE LINE REPLACEMENT**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that it is in the best interest of the public to replace non-compliant water service lines; and

WHEREAS, the city of Owosso sought bids for Trenchless Emergency Water Service Line Replacement, and a proposal was received from Green Tech Systems, LLC and it is hereby determined that Green Tech Systems, LLC is qualified to provide such services and that it has submitted the only responsible and responsive bid.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ Green Tech Systems, LLC for Trenchless Emergency Water Service Line Replacements on an as-needed basis.
- SECOND: the Mayor Pro-Tem and city clerk are instructed and authorized to sign the document attached as contract for services between the city of Owosso, Michigan and Green Tech Systems, LLC.
- THIRD: the accounts payable department is authorized to pay Green Tech Systems, LLC for work satisfactorily completed on the project according to the submitted unit prices.
- FOURTH: the above expenses shall be paid from the water account no. 591-552-818.000-LSLREPLACE.

Bid Rejection – Open Cut Emergency Water Service Line Replacement. Reject the single bid received for Open Cut Emergency Water Service Line Replacement as there is no price differential to trenchless replacement and open cut replacement potentially requires street patches and lawn restoration as follows:

RESOLUTION NO. 158-2024

AUTHORIZING THE REJECTION OF BID PROPOSAL FOR OPEN CUT EMERGENCY WATER SERVICE LINE REPLACEMENT

WHEREAS, the City of Owosso sought bid proposals for open cut emergency non-compliant water service line replacements; and

WHEREAS, the City of Owosso also sought bid proposals for trenchless emergency non-complaint water service line replacements; and

WHEREAS, only one bid proposal was received for each of the bids from the same contractor, Green Tech Systems, LLC, with the same unit prices for each of the bids; and

WHEREAS, the preferred method of water service line replacement is by using trenchless methods, so the open cut bid proposal is inferior given the same unit prices.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to reject the Open Cut Emergency Water Service Line Replacement bid proposal received from Green Tech Systems, LLC.

Contract Renewal – Utilities General Engineering Services. Approve the required annual renewal of the Utilities General Engineering Services contracts with OHM Advisors, Tetra Tech, Fishbeck, and Jones & Henry to provide engineering services for utilities projects through October 30, 2025 as follows:

RESOLUTION NO. 159-2024

**AUTHORIZING THE RENEWAL OF AGREEMENTS
FOR PROFESSIONAL ENGINEERING SERVICES WITH
OHM ADVISORS, TETRA TECH, JONES & HENRY, AND FISHBECK**

WHEREAS, the City of Owosso, Michigan, has determined that it is advisable, necessary and in the public interest to secure professional engineering services for various public improvement projects in the City; and

WHEREAS, in September of 2021 Council approved a series of contracts with engineering firms OHM Advisors, Tetra Tech, Jones & Henry, and Fishbeck which require renewal on an annual basis; and

WHEREAS, OHM Advisors, Tetra Tech, Jones & Henry, and Fishbeck have provided the City with satisfactory services to date and renewal of their respective agreements is recommended.

NOW THEREFORE BE IT RESOLVED by the City of Owosso, county of Shiawassee, state of Michigan:

- FIRST: it has heretofore been determined that it is advisable, necessary and in the public interest to renew the contracts with the firms of OHM Advisors, Tetra Tech, Jones & Henry, and Fishbeck for the provision of professional engineering services for future water and wastewater utility projects.
- SECOND: the Mayor Pro-Tem and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-OHM-4, Renewal of Agreement for Professional Engineering Services with OHM Advisors.
- THIRD: the Mayor Pro-Tem and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-TT-4, Renewal of Agreement for Professional Engineering Services with Tetra Tech of Michigan, P.C.
- FOURTH the Mayor Pro-Tem and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-J&H-4, Renewal of Agreement for Professional Engineering Services with Jones & Henry Engineers, Ltd.
- FIFTH: the Mayor Pro-Tem and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-FB-3, Renewal of Agreement for Professional Engineering Services with Fishbeck.
- SIXTH: the City Manager is hereby instructed to receive cost proposals from these four firms for future projects and make recommendation to the City Council for acceptance and award in accordance with the City of Owosso Purchasing Policy for a period renewed annually through October 30, 2025.

Purchase Order Amendment - Sodium Hypochlorite. Authorize amendment to Purchase Order Nos. 45808 & 45809 with JCI Jones Chemicals, Inc. for bulk Sodium Hypochlorite, increasing the unit price from \$1.83/gallon to \$1.8443/gallon, raising the total estimated cost by \$10,239.15 for the FY 2024- 2025, and further authorize payment to the supplier up to \$107,979.15 based on unit prices for actual quantities required as follows:

RESOLUTION NO. 160-2024

**AUTHORIZING INCREASE TO THE PURCHASE ORDERS
FOR SODIUM HYPOCHLORITE WITH JCI JONES CHEMICALS, INC.
DUE TO INCREASES IN THE COST OF RAW MATERIALS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan approved Purchase Order Nos. 45808 & 45809 with JCI Jones Chemicals, Inc. for the supply of bulk sodium hypochlorite utilizing the Mid-Michigan Water Bulk Chemical Consortium contract for the FY 2024-2025; and

WHEREAS, raw material costs have increased, and JCI Jones Chemicals, Inc. is utilizing its ability to increase the price per gallon necessitating amendment to said purchase orders.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: the City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to purchase sodium hypochlorite from JCI Jones Chemicals, Inc. at the increased prices (see table below) per gallon with an estimated remaining usage of 40,500 gallons for FY2024-2025:

1,000-1,999 gals/del	\$3.6143/gal
2,000-2,999 gals/del	\$2.5143/gal
3,000-3,999 gals/del	\$2.0943/gal
4,000-4,499 gals/del	\$1.9043/gal
4,500+ gals/del	\$1.8443/gal

SECOND: the accounts payable department is authorized to submit payment to JCI Jones Chemicals, Inc. in an amount estimated at \$107,979.15 based on unit prices and actual quantities delivered.

THIRD: the above expenses shall be paid from the wastewater and water fund following delivery, and chargeable to account 599-548-743.300 in the amount of \$80,984.36 and to account 591-553-743.000 in the amount of \$26,994.79.

Change Order No. 1 – Tandem Truck Cab & Chassis. Approve Change Order No. 1 to purchase order #45161 with D. & K. Truck Company for the purchase of one Freightliner 114SD Plus 10-yard tandem truck cab and chassis, changing the model year requested to 2026 and increasing the contract by \$5,371.00, for a total of \$137,561.00, and further approve payment upon satisfactory delivery of equipment as follows:

RESOLUTION NO. 161-2024

**AUTHORIZING CHANGE ORDER TO PURCHASE ORDER NO. 45161 WITH
D & K TRUCK FOR THE PURCHASE OF A DUMP TRUCK FOR THE DPW**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved Purchase Order No. 45161 for the purchase of one 2025 Freightliner 114SD Plus Tandem Truck Cab & Chassis from D. & K. Truck Company; and

WHEREAS, there are no 2025 models available for sale due to parts and materials shortages and the City must amend its request; and

WHEREAS, Purchase Order No. 45161 must be amended to reflect a change in the model year to 2026 and an increase in the price of \$5,371.00.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: It has heretofore determined that it is advisable, necessary and in the public interest to amend Purchase Order No. 45161, changing the model year from 2025 to 2026.

SECOND: the Accounts Payable department is authorized to submit payment to D. & K. Truck Company in the amount of \$ 132,190.00, plus \$5,371.00 for Change Order No. 1, for a total of \$137,561.00 and expense from account 661-901-979.000.

Change Order No. 2 – 2023 Street Patches Program. Approve Change Order No. 2 with S.A. Smith Paving & Trucking, Inc. dba Smith Sand & Gravel for the 2023 Street Patches Program in the amount of \$30,323.50 increasing the total contract to \$166,907.50 and extending the completion date to November 30, 2024 as follows:

RESOLUTION NO. 162-2024

**AUTHORIZING CHANGE ORDER NO. 2
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND
TJ SMITH SAND & GRAVEL, INC.
FOR THE 2023 STREET PATCHES PROGRAM**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with TJ Smith Sand & Gravel, Inc. on March 6, 2023 for two rounds of street patches on various streets throughout the city during the 2023 construction season; and

WHEREAS, Change Order No. 1 was approved administratively on December 18, 2023 to add a third round of street patches to the project for Spring of 2024; and

WHEREAS, during the summer of 2024, water main breaks, water service line replacements, and sewer failures have resulted in the need for a fourth round of street patches; and

WHEREAS, TJ Smith Sand & Gravel, Inc. has agreed to make these additional repairs, and a change order is necessary to increase the contract amount.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to approve Change Order No. 2 to the 2023 Street Patches Program contract with TJ Smith Sand & Gravel, Inc. increasing the contract amount by \$30,323.50 for additional street repairs, bringing the contract total to \$166,907.50.

SECOND: the Mayor Pro-Tem and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 2 to the Contract for Services between the city of Owosso and TJ Smith Sand & Gravel, Inc.

THIRD: the accounts payable department is authorized to pay TJ Smith Sand & Gravel, Inc. for work satisfactorily completed up to the revised contract amount of \$166,907.50.

FOURTH: the above additional expenses shall be paid, in part, from the previously approved contingency for this project, with the remaining amount coming from the Major and Local Street Account Nos. 202-463-181.000 and 203-463-818.000; Sewer Fund Account No. 590-549-818.000 and 590-901-973.000-SEWERREHAB; and Water Fund Account Nos.

591-552-818.000, 591-552-818.000-LSL-ID0000, and 591-552-818.000-LSLREPLACE, and other funds as appropriate.

Change Order No. 2 – Water Treatment Plant SCADA Upgrade Project. Approve Change Order No. 2 to the WTP SCADA project in the amount of \$78,822.88 for the purchase of hardware and software required to complete the project as follows:

RESOLUTION NO. 163-2024

**AUTHORIZING CHANGE ORDER NO. 2
TO THE CITY OF OWOSSO'S SCADA PROJECT
AT THE WATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved the start of the SCADA upgrade project at the Water Treatment Plant on October 13, 2020, and awarded a contract with Countyline Power, on February 6, 2023 for the construction and installation of the SCADA upgrade project at the Water Treatment Plant, an approved 2023 SRF planned project; and

WHEREAS, the project is now underway and a change order is necessary to reconcile contract work and supplies to be used.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to amend the contract for the Water Treatment Plant SCADA Improvement project to include additionally required hardware and software supplies to be used, and increasing or adding to contract amounts or new contracts.
- SECOND: the Accounts Payable department is authorized to pay Dell for delivered materials totaling \$42,011.95 (final amount may vary if quote expires before order can be placed).
- THIRD: the Accounts Payable department is authorized to pay CDW for delivered materials totaling \$18,189.93 (final amount may vary if quote expires before order can be placed).
- FOURTH: the Accounts Payable department is authorized to pay Tetra Tech for delivered materials totaling \$10,591.00 (final amount may vary if quote expires before order can be placed).
- FIFTH: the Accounts Payable department is authorized to pay Allmax for delivered materials totaling \$2,250.00 (final amount may vary if quote expires before order can be placed).
- SIXTH: the Accounts Payable department is authorized to pay Logicalis for delivered materials totaling \$2,000.00 (final amount may vary if quote expires before order can be placed).
- SEVENTH: the Accounts Payable department is authorized to pay Daystarr for delivered materials totaling \$3,780.00 (final amount may vary if quote expires before order can be placed).
- EIGHTH: The above expenses shall be paid from the Water Fund, and SRF Bond Funds.

Professional Services Agreement – Owner's Representation/Consulting Agreement. Authorize professional services agreement with Veridus Group for services as the owner's representative for the bidding and administration of the City Hall Rehabilitation Project in the amount of \$50,000.00, plus up to \$8,000.00 in reimbursable expenses, and further authorize payment to the consultant upon completion of the work or portion thereof as follows:

RESOLUTION NO. 164-2024

AUTHORIZING OWNER’S REPRESENTATION/CONSULTING AGREEMENT WITH VERIDUS GROUP FOR THE CITY HALL REHABILITATION PROJECT

WHEREAS, the City of Owosso has budgeted for the rehabilitation of City Hall in FY 24-25, including the replacement of the building's HVAC systems, electric service panels, backup power, structural repairs, and front step reconstruction; and

WHEREAS, the City sought proposals from qualified firms to serve as the owner’s representative for the bidding and administration of the City Hall Rehabilitation Project through a Quality Based Selection (QBS) process; and

WHEREAS, Veridus Group has been determined to be the most qualified firm to perform said work, scoring 57 out of 60 points, and offers to complete the necessary services for an amount not to exceed \$50,000, plus up to \$8,000 in reimbursable expenses.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: It has been determined to be advisable, necessary, and in the public interest to employ the firm Veridus Group to provide professional services as the owner’s representative for the City Hall Rehabilitation Project.
- SECOND: the Mayor Pro-Tem and City Clerk are instructed and authorized to sign the necessary documents substantially as attached as an Owner’s Representation/Consulting Agreement between the City of Owosso, Michigan, and Veridus Group.
- THIRD: the Accounts Payable Department is authorized to make payments up to the amount of \$50,000 to Veridus Group, with an additional allowance of up to \$8,000 for reimbursable expenses, upon the successful completion of work or portions thereof.
- FOURTH: this professional service expense shall be paid from the General Fund, Account No. 101-265-975.000.

Check Register – August 2024. Affirmed check disbursements totaling \$4,403,046.44 for August 2024.

Motion supported by Councilmember Fear.

Roll Call Vote.

AYES: Councilmembers Fear, Law, Mayor Pro-Tem Osika, Councilmembers Haber, and Olson.

NAYS: None.

ABSENT: Mayor Teich and Councilmember Pidek.

ITEMS OF BUSINESS

Designation of Authorized Signatory –

**USDA Congressional Appropriation
Public Safety Building Upgrades**

Motion by Councilmember Fear to approve the following resolution authorizing the City Manager as the signatory for all matters related to the \$1 million dollar USDA Congressional Appropriation for upgrades to the Public Safety Building including but not limited to applications for financial assistance, contractual agreements and compliance declarations:

RESOLUTION NO. 165-2024

DESIGNATION OF THE CITY MANAGER AS AUTHORIZED SIGNATORY FOR THE CITY OF OWOSSO REGARDING THE USDA CONGRESSIONAL APPROPRIATION FOR PUBLIC SAFETY BUILDING UPGRADES

WHEREAS, the City of Owosso has been granted a \$1 million congressional appropriation through the United States Department of Agriculture (USDA) for the purpose of upgrading the public safety building to enhance service capabilities and safety standards; and

WHEREAS, this funding is critical for addressing the immediate needs of our public safety infrastructure, ensuring that our facilities meet modern operational and safety requirements; and

WHEREAS, the process of accessing and managing these funds requires a designated official to act as the signatory on application documents, contracts, and related official correspondence to comply with federal guidelines and stipulations.

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

FIRST: the City Manager of Owosso is hereby designated as the authorized signatory for all matters related to the \$1 million USDA congressional appropriation for the upgrades of the public safety building. This includes, but is not limited to, applications for financial assistance, contractual agreements, and compliance declarations.

SECOND: this designation ensures compliance with the requirements set forth by federal project guidelines, including those under 2 CFR Parts 25, 180, and 417, 7 CFR Part 1970, and the Build America Buy America Act, thereby facilitating the efficient and effective use of the appropriated funds.

THIRD: a copy of this resolution shall be attached to all pertinent application and compliance documents to denote the delegation of signatory authority to the City Manager thereby streamlining the administrative processes associated with this significant project.

FOURTH: this resolution shall take effect immediately upon its adoption and shall remain in effect until specifically modified or rescinded by a subsequent resolution of the City Council.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmembers Law, Olson, Mayor Pro-Tem Osika, Councilmembers Haber, and Fear.

NAYS: None.

ABSENT: Mayor Teich and Councilmember Pidek.

COMMUNICATIONS

Brad A. Barrett, Finance Director. Revenue & Expenditure Report – July 2024.

Tanya S. Buckelew, Planning & Building Director. August 2024 Building Department Report.

Tanya S. Buckelew, Planning & Building Director. August 2024 Code Violations Report.
Tanya S. Buckelew, Planning & Building Director. August 2024 Inspections Report.
Tanya S. Buckelew, Planning & Building Director. August 2024 Certificates Issued Report.
Kevin D. Lenkart, Public Safety Director. August 2024 Police Report.
Kevin D. Lenkart, Public Safety Director. August 2024 Fire/EMS Report.
Historic District Commission. Minutes of August 21, 2024.
WWTP Review Board. Minutes of August 27, 2024.
Parks & Recreation Commission. Minutes of August 28, 2024.
Downtown Development Authority. Minutes of September 4, 2024.

CITIZEN COMMENTS AND QUESTIONS

Jeff Turner, 204 Oakwood Avenue, inquired about the Mayor. It was noted that he is currently out of town on business.

Glen Erdman, 1210 S. Chipman Street, said he had forgotten to give his address the last time he spoke, and he corrected the oversight.

Mayor Pro-Tem Osika reminded everyone of the Owosso Home Tour this Saturday from 10:00 a.m. to 5:00 p.m. Tickets are available online.

NEXT MEETING

Monday, October 07, 2024

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2025
Downtown Historic District Commission – term expires June 30, 2027
Planning Commission - term expires June 30, 2027
Zoning Board of Appeals – Alternate – term expires June 30, 2027
Zoning Board of Appeals – Alternate – term expires June 30, 2025

ADJOURNMENT

Motion by Councilmember Olson for adjournment at 7:51 p.m.

Motion supported by Councilmember Fear and concurred in by unanimous vote.

Susan J. Osika, Mayor Pro-Tem

Amy K. Kirkland, City Clerk

*Due to their length, text of marked items is not included in the minutes. Full text of these documents is on file in the Clerk's Office.

