

Meeting Location:

**Marshall Regional Law Enforcement Center
714 Old US 27 N
Marshall, MI 49068**

MARSHALL CITY COUNCIL AGENDA

Monday – 7:00 P.M.

May 17, 2021

- 1) **CALL TO ORDER**
- 2) **ROLL CALL**
- 3) **INVOCATION** – Devon Shepherd, Woodland Church
- 4) **PLEDGE OF ALLEGIANCE**
- 5) **APPROVAL OF AGENDA** – Items can be added or deleted from the Agenda by Council action.
- 6) **PUBLIC COMMENT ON AGENDA ITEMS** – Persons addressing Council are required to give their name and address for the record when called upon by the Mayor. Members of the public shall be limited to speaking for a maximum of five (5) minutes on any agenda item.
- 7) **CONSENT AGENDA**
 - A. **City Council Minutes**

Regular Session.....	Monday, May 3, 2021
Special Session.....	Monday, May 10, 2021
 - B. **City Bills**

Regular Purchases.....	\$ 138,560.56
Weekly Purchases –4/30/21	\$ 267,108.38
Weekly Purchases –5/7/21	\$ 29,029.51
Total.....	\$ 434,698.45
- 8) **PRESENTATIONS AND RECOGNITIONS**
- 9) **INFORMATIONAL ITEMS**
- 10) **PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION**
 - A. **Fiscal Year 2022 Budget Adoption**

City Council will hear public comment on the Fiscal Year 2022 Proposed Budget and related property tax millage rates.
- 11) **OLD BUSINESS**
- 12) **REPORTS AND RECOMMENDATIONS**
 - A. **Air Rights Easement for Oaklawn Hospital**

City Council will consider the recommendation to approve, in substantial form, the Agreement for Easement for Air Rights Over Public Property for Oaklawn Hospital as drafted by the City Attorney.

B. Brooks Industrial Substation Engineering

City Council will consider the recommendation to approve the retaining of GRP Engineering for a fee of \$225,000 for the design engineering and material procurement of new Brooks Industrial Substation and a fee of \$79,000 for contract administration, commissioning, and start-up.

C. Michigan South Central Power Agency – Union City Allocations

City Council will consider the recommendation to approve the resolution Approving the Assumption of Interests of the Village of Union City in the Fremont and AMPGS Power Sales Contracts.

13) APPOINTMENTS / ELECTIONS

A. Downtown Development Authority & Local Development Finance Authority

City Council will consider the recommendation to approve the appointment of Mike Beck to the Downtown Development Authority and Local Development Finance Authority Board for a term expiring September 15, 2021.

14) PUBLIC COMMENT ON NON-AGENDA ITEMS

Persons addressing Council are required to give their name and address for the record when called upon by the Mayor. Members of the public shall be limited to speaking for a maximum of five (5) minutes on any item not on the agenda.

15) COUNCIL AND MANAGER COMMUNICATIONS

16) CLOSED SESSION

City Council will be requested to enter into Closed Session under section 8(c) of the Open Meetings Act to discuss strategy for a collective bargaining agreement and under section 8 (e) of the Opening Meeting Act to consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation.

17) ADJOURNMENT

Respectfully submitted,



Tom Tarkiewicz
City Manager

CALL TO ORDER

IN REGULAR SESSION, Monday, May 3, 2021 at 7:00 P.M., via Electronic Meeting format utilizing ZOOM. City Council was called to order by Mayor Caron.

ROLL CALL

Roll was called:

Present: Council Members: Mayor Caron (Naples, FL), Gates (Marshall, MI), Rice (Marshall, MI), Schwartz (Marshall, MI), Traver (Marshall, MI), Underhill (Marshall, MI), and Wolfersberger (Marshall, MI).

Also Present: City Manager Tarkiewicz and Clerk Nelson.

Absent: None.

INVOCATION/PLEDGE OF ALLEGIANCE

Brandon Crawford of Grace Baptist Church gave the invocation and Mayor Caron led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Wolfersberger, supported Gates, to approve the agenda with the addition of item 12G Scheduling of a Special Meeting and item 12H Schedule a Council Work Session. On a roll call vote – ayes: Gates, Rice, Schwartz, Traver, Underhill, Wolfersberger, and Mayor Caron; nays: none. **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

Moved Gates, supported Underhill, to approve the Consent Agenda:

- A. Accept the 3rd Quarter Financial Report as presented;
- B. Accept the 3rd Quarter Investment Report as presented;
- C. Accept the 3rd Quarter Cash & Investment Position Report as presented;
- D. Approve the Marshall Academy Concert Event at Stuarts Landing;
- E. Approve the request by the American Legion to conduct their Annual Poppy Sales on May 14 and 15, 2021;
- F. Minutes of the City Council Regular Session held on Monday, April 19, 2021;
- G. Approve city bills in the amount of \$201,388.61.

On a roll call vote – ayes: Rice, Schwartz, Traver, Underhill, Wolfersberger, Mayor Caron, and Gates; nays: none. **MOTION CARRIED.**

PRESENTATIONS AND RECOGNITION

None.

INFORMATIONAL ITEMS

None.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

None.

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. MDOT Transportation Economic Development Fund Category B Grant:

Moved Schwartz, supported Rice, to approve the resolution authorizing the application to the Michigan Department of Transportation for the TEDF Category B program for Leggitt Road and Prospect Street. On a roll call vote – ayes: Traver, Underhill, Wolfersberger, Mayor Caron, Gates, Rice, and Schwartz; nays: None.
MOTION CARRIED.

**CITY OF MARSHALL, MICHIGAN
RESOLUTION # 2021 - 19**

WHEREAS, the City Council of the City of Marshall presents a resolution to establish a request for funding, designate an agent, attest to the existence of funds and commit to implementing a maintenance program for the reconstruction and/or milling and resurfacing projects funded by the Transportation Economic Development Fund Category B Program; and

WHEREAS, the City of Marshall is applying for \$250,000 in funding through MDOT from the Transportation Economic Development Category B Program to construct the below projects:

- Leggitt Road – Reconstruction with new curb and gutter and pavement,
- W. Prospect Street – Milling and resurfacing with water main upgrades,
- E. Prospect Street – Reconstruction and milling and resurfacing with watermain upgrades; and

WHEREAS, MDOT requires a formal commitment from the public agency that will be receiving these funds and will be implementing and maintaining these infrastructure projects; and

NOW THEREFORE BE IT RESOLVED THAT, the city has authorized Marguerite Davenport, Director of Public Services and Trisha Nelson, City Clerk, to act as agents on the behalf of the City to request Transportation Economic Development Fund Category B Program Funding, to act as the applicant's agent during the project development and to sign a project agreement upon receipt of a funding award; and

BE IT FURTHER RESOLVED THAT, the city attests to the existence of, and commits to, providing at least \$439,000 toward construction costs of the project(s), and all costs for design, permit fees, administration costs and cost overruns; and

BE IT FURTHER RESOLVED THAT, the city commits to owning, operating, funding, and implementing a maintenance program over the design life of the facilities constructed with the Transportation Economic Development Fund Category B Program funding.

Voting For: Mayor Caron, Gates, Rice, Schwartz, Traver, Underhill, and Wolfersberger.

Voting Against: None.

Absent: None.

CERTIFICATION OF CITY CLERK

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Marshall at a regular meeting held on the 3rd day of May, 2021.

Trisha Nelson, City Clerk

Date

B. MDOT Small Urban Grant Project Agreement:

Moved Wolfersberger, supported Rice, to approve the resolution authorizing the Clerk to sign the agreement with the Michigan Department of Transportation for the 2021 Small Urban Grant contract number 21-5123. On a roll call vote – ayes: Wolfersberger, Mayor Caron, Gates, Rice, Schwartz, Traver, and Underhill; nays: None. **MOTION CARRIED.**

**CITY OF MARSHALL, MICHIGAN
RESOLUTION # 2021 - 20**

WHEREAS, the City Council of the City of Marshall has received a contract proposal from the Michigan Department of Transportation for the major street improvements on East Mansion Street, between North Madison and East Drive, East Drive between East Mansion Street and North Drive, and North Drive between North Madison and East Drive, and any related utilities; located within the corporate limits of the Marshall, Michigan; and

WHEREAS, said proposal is identified as Michigan Department of Transportation Contract Number 21-5123; and

WHEREAS, these projects are recommended for the improvement of storm water drainage and vehicular travel and safety; and

NOW THEREFORE BE IT RESOLVED THAT, the estimated cost of this project will be funded by the Federal Highway Administration and the City's Major Street Fund, as outlined in MDOT Contract 21-5123 with the Michigan Department of Transportation

BE IT FURTHER RESOLVED THAT, that the City of Marshall City Council does hereby authorize the City Clerk to execute MDOT Contract No. 21-5123 with the Michigan Department of Transportation.

Voting For: Mayor Caron, Gates, Rice, Schwartz, Traver, Underhill, and Wolfersberger.

Voting Against: None.

Absent: None.

CERTIFICATION OF CITY CLERK

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Marshall at a regular meeting held on the 3rd day of May, 2021.

Trisha Nelson, City Clerk

Date

C. Finance and Accounting Services:

Moved Underhill, supported Rice, to accept the proposal from The Woodhill Group of Royal Oak, MI for \$90,000 to provide Finance and Accounting Services July 1, 2021 to June 30, 2022. On a roll call vote – ayes: Wolfersberger, Mayor Caron, Gates, Rice, Schwartz, Traver, and Underhill; nays: None. **MOTION CARRIED.**

D. Michigan Hard Cap Exemption:

Moved Wolfersberger, supported Schwartz, to adopt the resolution to exempt the City of Marshall from the requirements of PA 152 of 2011. On a roll call vote – ayes: Gates, Rice, Schwartz, Traver, Underhill, Wolfersberger, and Mayor Caron; nays: None. **MOTION CARRIED.**

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2021-21**

**RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET
FORTH IN
2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH
INSURANCE CONTRIBUTION ACT**

WHEREAS, 2011 Public Act 152 (the "Act") was passed by the State Legislature and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

- 1) Section 3 - "Hard Caps" Option - limits a public employer's total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 - "80%/20%" Option - limits a public employer's share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 - "Exemption" Option - a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

WHEREAS, the City Council has decided to adopt the annual Exemption option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Marshall elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption option for the medical benefit plan coverage year July 1, 2021 through June 30, 2022.

Upon a call of the roll, the vote was as follows:

Ayes: Mayor Caron, Gates, Rice, Schwartz, Traver, Underhill, and Wolfersberger.

Nays: None.

Absent: None.

RESOLUTION DECLARED ADOPTED.

CERTIFICATION OF CITY CLERK

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Marshall at a regular meeting held on the 3rd day of May, 2021.

Trisha Nelson, City Clerk

Date

E. Downtown Retailers Outdoor Bazaar/Marketplace:

Moved Rice, supported Traver, to approve the request and street closure for the four downtown bazaar events by the Downtown Retailers for the last Saturday of the month. On a roll call vote – ayes: Gates, Rice, Schwartz, Traver, Underhill, and Wolfersberger; nays: Mayor Caron. **MOTION CARRIED.**

F. Schedule Public Hearing – FY 2022 Budget:

Moved Rice, supported Gates, to schedule a Special Meeting for Monday, May 10, 2021 at the Marshall Regional Law Enforcement Center at 6:00 p.m. for the purpose of discussing the FY 2022 budget and proposals for Marshall House. On a roll call vote – ayes: Traver, Underhill, Wolfersberger, Mayor Caron, Gates, Rice and Schwartz; nays: None. **MOTION CARRIED.**

Moved Gates, supported Underhill, to schedule a public hearing for Monday, May 17, 2021 to receive public comment on the Fiscal Year 2022 General Fund, Special Revenue Funds, Enterprise Funds, and Internal Service Funds Budget. On a roll call vote – ayes: Underhill, Wolfersberger, Mayor Caron, Gates, Rice, Schwartz, and Traver; nays: None. **MOTION CARRIED.**

G. Schedule Work Session:

Moved Schwartz, supported Wolfersberger, to schedule a City Council Work Session for Friday, August 13, 2021 at 5:00 p.m. and Saturday, August 14, 2021 at 8:00 a.m. at the Marshall Regional Law Enforcement Center. On a roll call vote – ayes: Rice, Schwartz, Traver, Underhill, Wolfersberger, Mayor Caron, and Gates; nays: None. **MOTION CARRIED.**

APPOINTMENTS/ELECTIONS

A. Appointment of City Attorney:

Moved Wolfersberger, supported Rice, to approve the reappointment of David Revore as City Attorney and John Sullivan and John Brundage as City Prosecuting Attorneys. On a roll call vote – ayes: Gates, Rice, Schwartz, Traver, Underhill, Wolfersberger, and Mayor Caron; nays: None. **MOTION CARRIED.**

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

ADJOURNMENT

The meeting was adjourned at 8:23 p.m.

Joe Caron, Mayor

Trisha Nelson, City Clerk

CALL TO ORDER

IN SPECIAL SESSION Monday, May 10, 2021 at 6:00 P.M. at the Marshall Regional Law Enforcement Center, 714 Old US 27 N, Marshall, MI 49068, the Marshall City Council was called to order by Mayor Caron.

ROLL CALL

Roll was called:

Present: Council Members: Mayor Caron, Gates, Rice, Traver, Underhill, and Wolfersberger.

Also Present: City Manager Tarkiewicz and Clerk Nelson

Absent: Council Member Schwartz.

PLEDGE OF ALLEGIANCE

Mayor Caron led the Pledge of Allegiance.

PUBLIC COMMENT

None.

REPORTS AND RECOMMENDATIONS

A. Closure of Michigan Avenue for Downtown Bazaar/Marketplace:

Mayor Caron asked for comment from those in attendance regarding this issue at this time.

Caryn Drenth, 602 Laura Lane, commented she is the owner of two businesses in town and the Retailers Group is willing to come up with a compromise for the bazaar and plan for two events the months of June and July as opposed to the originally requested 4 events. If all goes well, they would come back at a later date for a possible August event. The time frame would stay the same 10:00 a.m. to 4:00 p.m.

Jason LaForge of 144 W. Michigan Avenue supports the downtown but his front door is the main access for his business and the closing of Michigan Avenue he would lose all of his parking and would be forced to close the bakery on the days of the events.

Sue Damron of 115 S. Eagle commented this year has been a roller coaster and the closing of streets makes it very difficult for Schuler's. The business brings in thousands of people each year and would like a guarantee that the intersection

of Michigan Avenue and Eagle Street would remain open.

Kristin Holbrook of 150 W. Michigan Avenue stated she was caught off guard with the closure and feels that 6 lanes is a lot of space to fill and doesn't want to see vendors come to town and compete with the already existing businesses in the downtown. She will support the event but feels there needs to be more planning for the event to be successful for everyone.

Catherine Yates, Chair of the DDA/LDFA Board, commented that this type of event is usually vetted out at the DDA Board. She inquired if there was a way to only close two lanes on Michigan Avenue so businesses could keep deliveries and businesses open and hopes there is a way to make the event work for everyone.

Michael Lounds commented the intention of the event was to help everyone out with the bad year we experienced and to get the community out and bring everyone together. He apologized for any negative impact but hopes the everyone will give it a try.

Kathy Miller of 540 Cosmopolitan commended Caryn for all of the work on this project and the Farmers Market has been doing their share to help out the downtown by offering Market bucks to encourage downtown spending.

Warner Ball stated he was on the committee planning the event and the idea came from a need to do something for the community and businesses. The need for all of the lanes to be closed is for safety and thanks everyone for their feedback on the issue.

Nathan Grabowski of 147 W. Michigan Avenue feels everyone has legitimate concerns wants to see the event succeed and feels that if there is an August event having it coincide with the Hospitality Classic is a good idea.

Moved Traver, supported Rice, to amend the action previously approved by Council and allow approval for the Downtown Bazaar/Marketplace and closure of Michigan Avenue on June 26, 2021 and July 31, 2021 from 11:30 a.m. to 6:00 p.m. On a roll call vote – ayes: Gates, Rice, Traver, Underhill, and Wolfersberger; nays: Mayor Caron. **MOTION CARRIED.**

B. Review of Marshall House Sale Proposals:

City Council reviewed the top five offers for the sale of Marshall House and consensus of the members is to schedule interviews for the top three offers that were submitted. Interviews will be in person and scheduled and posted in the near future.

C. FY 2022 Budget Discussion:

Interim Finance Director Karen Lancaster presented a 5-year Budget outlook for the General Fund. Council had the opportunity to ask questions regarding the FY 2022 Budget.

Joe Caron, Mayor

Trisha Nelson, Clerk

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
10115	ALEXANDER'S METER READ	VERSAPROBE EXTENDED WARRANTY		810.00
91296	ALL-TRONICS INC	UPDATE PHONE LINES		632.00
91298	ALL-TRONICS INC	SERVICE ALARM KEYPAD		257.00
1GDY-4X63-TR49	AMAZON CAPITAL SERVICE:ACCT	A1P4GM99HG1EO2 - KEYBOARDS		105.96
1VRR-D68J-4JDP	AMAZON CAPITAL SERVICE:ACCT	A1P4GM99HG1EO2 - EMS BAGS		479.85
1JXQ-FR1Y-C39N	AMAZON CAPITAL SERVICE:ACCT	A1P4GM99HG1EO2 - CABLE		19.81
1MGH-46FQ-GK1V	AMAZON CAPITAL SERVICE:ACCT	A1P4GM99HG1EO2 - RAISED TOILET SEAT		33.81
1MD7-QLR3-HNT1	AMAZON CAPITAL SERVICE:ACCT	A1P4GM99HG1EO2 - CABLES		68.90
1T6V-W7RT-9HW9	AMAZON CAPITAL SERVICE:ACCT	A1P4GM99HG1EO2 - WORK PANTS/THERMOM		169.49
1199-XJD6-1GTF	AMAZON CAPITAL SERVICE:ACCT	A1P4GM99HG1EO2 - INVESTIGATOR BOOKS		400.86
4921634-00	ANIXTER POWER SOLUTION	METER SOCKETS		987.84
1726908	APPLIED IMAGING	QUARTERLY COPIER BILLING		311.13
5808	ASPEN WIRELESS	TECH SUPPORT FOR FIBERNET. \$8.75/CUSTOM	2021.018	13,868.75
02250476823	AUTO VALUE MARSHALL	BATTERY		124.00
02250476822	AUTO VALUE MARSHALL	CREDIT MEMO		(18.00)
02250476749	AUTO VALUE MARSHALL	GREEN TAPE/SILVER WHEEL/BLACK WHEEL/SAND		36.82
02250476725	AUTO VALUE MARSHALL	ANTENNA BASE		11.89
02250476283	AUTO VALUE MARSHALL	BRAKE GREASE		15.99
02250476334	AUTO VALUE MARSHALL	CLAMP		18.34
02250476404	AUTO VALUE MARSHALL	BATTERY		124.00
02250474344	AUTO VALUE MARSHALL	CLEAR/OIL FILTER		24.07
02250476446	AUTO VALUE MARSHALL	OIL FILTER		6.80
02250476090	AUTO VALUE MARSHALL	AXEL JACK 25T	2021.341	2,399.95
02250476163	AUTO VALUE MARSHALL	OIL/FILTER/BRAKE PADS/BRAKELINING		675.57
1000228640	BALTIC NETWORKS USA	MIKROTIK INTERNATIONAL ROUTERS, RESIDENT	2021.333	13,375.28
P39402995	BATTERIES PLUS BULBS	BULBS		356.60
I-049136	BATTLE CREEK RENTAL EQUIPMENT	MINI EXCAVATOR/TRAILER RENTAL		335.00
8082	BIOCARE, INC.	MASK FIT TEST - BOWSER		105.00
148067	BOSHEARS FORD SALES INC	SERVICE - 2010 F150		965.62
84042654	BOUND TREE MEDICAL LLC	BP CUFFS/DEFIB PADS		612.60
4899890	CRYSTAL FLASH MARSHALL REC	GAS 89		1,119.22
34016	CSE MORSE INC.	INSTALL 2 NEW WATER SOFTNERS	2021.365	7,496.00
S3-7374	CUMMINS SALES AND SERVICE	YEARLY SERVICE		1,396.53
IN5970	D.I.Y. EQUIPMENT RENTAL	MINI EXCAVATOR - REBECCA PROJECT		1,245.50
582996	DARLING ACE HARDWARE	CLEANING SUPPLIES		14.49
581595	DARLING ACE HARDWARE	CHAIN		43.99
582329	DARLING ACE HARDWARE	GAS CAN/2 CYCLE MIX		65.97
581913	DARLING ACE HARDWARE	DRILL BITS/ NUTS & BOLTS		26.95
582277	DARLING ACE HARDWARE	HONDA ENGINE 22"		379.00
582440	DARLING ACE HARDWARE	PAINT/BRUSH/ROLLER		46.97
582894	DARLING ACE HARDWARE	STAINER/LINKING		32.57
582922	DARLING ACE HARDWARE	STRAP		1.98
582902	DARLING ACE HARDWARE	BAND SAW BLADE		21.99
582520	DARLING ACE HARDWARE	PAINT/DUCT TAPE		44.97
582560	DARLING ACE HARDWARE	SCREEN REPAIRS		103.75
582342	DARLING ACE HARDWARE	BATTERIES/GLOVES		18.98
583028	DARLING ACE HARDWARE	BENCH VISE		74.99
583039	DARLING ACE HARDWARE	CLEANING SUPPLIES		36.54
I111339	ERIC DALE HEATING & AIR	NEW FURNACE AT CHAPEL BUILDING 614 HOMER	2021.358	2,950.00
I111368	ERIC DALE HEATING & AIR	NEW AIR CONDITIONER AT CITY HALL	2021.357	10,500.00
S104012396.001	ETNA SUPPLY	ROMAC SNAP CLAMP		1,010.00
S103977749.002	ETNA SUPPLY	WATER DEPT INVENTORY ITEMS	2021.323	1,829.43
1258615	FIRST ADVANTAGE RESIDENTIAL	SCREENING - MARCH		98.75
21-04071	GARAGE DOORS UNLIMITED	SERVICE - DOOR		517.80
21-04310	GARAGE DOORS UNLIMITED	EAST MAIN DOOR - PHOTO EYE ISSUE		125.00
9870516169	GRAINGER	CAUTION TAPE		456.88
9873548938	GRAINGER	RUN CAPACITOR		15.48
12420536	HACH COMPANY	LAB SUPPLIES		104.44
3615	HE CLEANS TOO, LLC	COMMERCIAL CLEANING		251.65
3611	HE CLEANS TOO, LLC	JANITORIAL		245.40
3610	HE CLEANS TOO, LLC	JANITORIAL		439.64
05012021	HERITAGE CLEANERS	LAUNDRY SERVICES		265.75
102890	HOFFMAN AG SERVICE, LTD	BUCCANEER PLUS		45.00
0000108-IN	HYDROCORP	2" X 15 1/4" KAMSTRUP METERS	2021.338	3,340.80
0061823-IN	HYDROCORP	CROSS CONNECTION CONTROL PROGRAM - APRIL		865.00
000157	IMPACT LAWN & LANDSCAPE	2021 LAWN MOWING - APRIL (APPROX) TO JUN	2021.275	330.00
000150	IMPACT LAWN & LANDSCAPE	2021 LAWN MOWING - APRIL (APPROX) TO JUN	2021.275	225.00
000158	IMPACT LAWN & LANDSCAPE	2021 LAWN MOWING - APRIL (APPROX) TO JUN	2021.275	300.00
000168	IMPACT LAWN & LANDSCAPE	2021 LAWN MOWING - APRIL (APPROX) TO JUN	2021.275	270.00
000146	IMPACT LAWN & LANDSCAPE	2021 LAWN MOWING - APRIL (APPROX) TO JUN	2021.275	1,580.00
C164770	IMPACT SOLUTIONS	PROPERTY TAX BILL		15.00
20006	J AND K PLUMBING SUPPLY	3/4" BRASS & THREAD SEAL		15.44
2183025	J.C. EHRlich	PEST CONTROL		235.92
2300526	J.C. EHRlich	BED BUG CONTROL		750.00
2274	JACK FROST	ROOT REMOVAL AT PSB		277.00
69751	KEBS INC	CONSTRUCTION STAKING FOR REBECCA STREET	2021.289	3,700.00
38061	LAKELAND ASPHALT CORPORATION	BITUMINOUS AGGREGATES		81.00
9420	LEGG LUMBER	STAKES - ALWYN DOWNS		29.58
9238	LEGG LUMBER	DIVISION SIDEWALK REPAIR		6.99

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
S4849041.001	MEDLER ELECTRIC COMPAN	3" COUPLING		41.29
S4848560.001	MEDLER ELECTRIC COMPAN	3" PVC		278.06
S4849074.001	MEDLER ELECTRIC COMPAN	CREDIT MEMO		(49.01)
292028	MICHIGAN INDUSTRIAL GA	WELDING GASES/CYLINDER RENTAL		102.95
291345	MICHIGAN INDUSTRIAL GA	TORCH GAS		34.61
66818	MICHIGAN OFFICE ENVIRO	OFFICE CHAIRS FOR MRLEC	2021.305	1,173.25
968078	MID-WEST INSTRUMENT	5 VALVE BACKFLOW TEST KIT		95.43
R105013640:01	MIDWEST TRANSIT EQUIPM	301 - REPLACE BRAKE HOSE		149.06
576765	NAPA OF MARSHALL	WHIP HOSE FOR TAMP		29.33
NNS25044	NEONOVA NETWORK SERVIC	CALL CENTER		1,000.00
773741	NYE UNIFORM COMPANY	UNIFORMS - KELLER		114.30
105623	O'LEARY WATER CONDITIO	APRIL/MAY COLLER RENTAL & WATER DLEIVERE		52.00
105622	O'LEARY WATER CONDITIO	WATER DELIVERED		27.00
1941896	OFFICE 360	CHAIR		209.00
21422	PALM TEES	FLAG FOOTBALL TSHIRTS		432.00
56560089	POWER LINE SUPPLY	GRAY SPOOLS		179.76
56560087	POWER LINE SUPPLY	200 AMP METER SOCKET		336.00
56559532	POWER LINE SUPPLY	FIBERGLASS ENCLSURE	S- 1PHASE AND 1 PHASE 2021.230	12,446.00
56562033	POWER LINE SUPPLY	METER SOCKETS		215.04
56562031	POWER LINE SUPPLY	CONNECTORS		95.00
56562030	POWER LINE SUPPLY	600 AMP MULTI POINT JUNCTIONS AND ELBOW	2021.231	1,626.26
56561363	POWER LINE SUPPLY	ONE POINT CLEVIS		148.50
56561039	POWER LINE SUPPLY	CREDIT MEMO		(471.00)
35002459	PREMIER SAFETY	MSA 4 GAS ALARM DETECTORS	2021.354	1,542.50
21-1097	QUALITY EXCAVATORS, IN	SIDEWALK REPAIR/NEW INSTALL	2021.328	27,082.00
18756	RC SYSTEMS INC.	FACILITY RESERVATION MODULE/ANNUAL SUPPO		656.25
821352-00	RESCO	HANDLINE BLOCK		129.51
21-0364	SERVICEMASTER OF KALAM	PREPARATION FOR BED BUG TREATMENT		326.25
1780597	STANTEC CONSULTING MIC	ENGINEERING FOR HANOVER ST SEWER LINING	2021.224	2,641.50
1780593	STANTEC CONSULTING MIC	ENGINEERING SERVICES/ CONSULTING ON REBE	2021.326	3,499.50
S012346203.001	STUART C IRBY CO	E440 FUSE REFILL		464.00
141001060	SUMMIT FIRE PROTECTION	CO2 FIRE EXTINGUISHERS	2021.348	1,900.00
7119219	TEREX USA, LLC	WARRANTY WORK - DIGGER DERRICK		125.00
3198	TIRE CITY TIRE PROS	M6 - TIRES/ MOUNT & BALANCE		635.98
573944	USA BLUEBOOK	MANHOLE COVER LIFTER		80.97
BROOKSAPRIL21	WHITE COLLAR LAWN & LA	2021 LAWN MOWING AT AIRPORT - APRIL	2021.360	850.00
GRAND TOTAL:				138,560.56

APPROVAL LIST FOR CITY OF MARSHALL
 EXP CHECK RUN DATES 04/30/2021 - 04/30/2021
 UNJOURNALIZED
 OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
04172021	AT&T MOBILITY	ACCT 145970911		107.35
134724	B S & A SOFTWARE	ANNUAL SERVICE AND SUPPORT	2021.342	4,182.00
04/29/2021	BOLGER, EMILY	UB refund for account: 3204500023		42.59
04/29/2021	CORCORAN, SAMANTHA	UB refund for account: 1200580018		56.97
04/29/2021	FERGUSON, DAISY & MOO	UB refund for account: 3204860030		66.28
04232021	FIRST CLASS LAWN CARE	SNOW REMOVAL FOR WINTER MARKET		417.50
FD1232264	FRESHWORKS INC. 24888	OMNI CHANNEL - MARCH SERVICES		256.00
21479110	GUARDIAN ALARM	ALARM MONITORING FOR CITY HALL AND MRLE	2021.346	2,433.96
04/29/2021	HOPKINS, BENJAMIN & A	UB refund for account: 3101270009		7.21
2248489	HUB INTERNATIONAL MID	NOTARY & BOND - TRISHA NELSON		55.00
04232021	JEANETTE M. DYER	MISSED LABOR ON INV # 20201130-067 MAFM		75.00
04/29/2021	LAMANUZZI, BRITTANY	UB refund for account: 2100100027		79.80
04/29/2021	LYVERE, REBEKAH & KNI	UB refund for account: 3204140019		28.17
0482021	MACGREGOR, DIANA	ENERGY OPTIMIZATION - REFRIDGERATOR		25.00
534	MARSHALL, WAYNE	OVERPAYMENT REFUND		100.00
3	MCSA GROUP INC	MASTER PLAN FOR EATON PROPERTY AND STUA	2021.345	2,500.00
200008360	MICHIGAN ASSOC. OF CH	SUM 2021 CONF. - JOSHUA LANKERD		260.00
04292021	MID MICHIGAN TRAILERS	7' X 14' SINGLE AXLE ALUMINIM UTILITY T	2021.352	2,595.00
04232021	MILLER, KATHY	REIMBURSEMENT TRIFOLD BROCHURES/ENVELOP		128.13
2215206	MML WORKER'S COMP FUN	POLICY # 5550390-21 PREMIUM		133,769.00
7067-9	SHERWIN-WILLIAMS	UNIT 219 COMPLETE FLOORING	2021.292	2,831.86
04/29/2021	SOEBBING, JOYCE E	UB refund for account: 3102940001		106.26
1634158821	STAPLES BUSINESS CRED	CREDIT ACCT # 302063		3,715.19
064-2319	STATE OF MICHIGAN - M	CONSTRUCTION OF BROOKS AIRPORT TERMINAL	2021.334	106,863.00
591-10620921	STATE OF MICHIGAN - M	QTRLY WEATHER OBSERVATION SYSTEM - JAN		578.19
04012021	THREE RIVERS HEALTH-	PRE-EMPLOYMENT DRUG SCREEN		39.00
T-040621-0	TJM SCIENTIFIC	HAND SANITIZER REFILLS		104.00
61	TOP TO BOTTOM TREE SE	ELECTRIC LINE CLEARANCE (3-PERSON \$106	2021.058	3,392.00
04/29/2021	TREICHEL, RAVEN	UB refund for account: 3101480013		35.24
04/29/2021	WALTON, KAYLA	UB refund for account: 1800701002		59.47
EWR-03-2021	WARREN ENERGY SOLUTIO	DEVERLOPMENT OF 2020 ENERGY WASTE REDUC		300.00
04/29/2021	WIESENBERN, CHELSEA	UB refund for account: 2101100028		75.65
04232021	WOLFERSBERGER, PAM	REIMBURSEMENT - F. MARKET - SNOW REMOVA		600.89
04242021	WOW! BUSINESS	ACCT 013934621		46.67
63	XCEL SPECIALIZED, LLC	WORK WEEK 04/25/2021 - COCHRAN, M.		1,176.00
GRAND TOTAL:				267,108.38

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
03022021	APWA MEMBERSHIP	MEMBERSHIP DUES		410.00
05/06/2021	BOAK, KATHY & CHARLIE	UB refund for account: 3204360038		100.97
05042021	BRITTEN, WENDY	DEPOSIT REFUND - NOT MIVING INTO 1255 AR		100.00
05/06/2021	BRUBAKER, KAREN	UB refund for account: 2500040003		83.39
2100026823	CITY OF JACKSON	SMCJTC FEES		388.78
10018	COURTNEY & ASSOCIATES	MONTHLY RETAINER - APRIL		250.00
103221	CRT, INC	SHADOWPROT SPX SERVER WIN 1-9		262.80
05/06/2021	ED RICE	UB refund for account: 278		50.00
05/06/2021	FAHIM RAZAY	UB refund for account: 2528		50.00
05052021	HAZEL, CHAD	CLOTHING ALLOWANCE REIMBURESEMENT		275.57
3796355	IIX INSURANCE INFORMAT	MOTOR VEHICLE REPORTS		64.90
05/06/2021	KAYLA WALTON	UB refund for account: 1369		50.00
05/06/2021	KNEESHAW, MICHELE	UB refund for account: 500680008		51.01
88340	MERIT NETWORK INC.	ADDITIONAL BANDWIDTH FEES 2000 MBPS TO 2020.302		3,780.00
88398	MERIT NETWORK INC.	ADDITIONAL BANDWIDTH FEES 2000 MBPS TO 2020.302		3,780.00
20210513119	METRO WIRELESS	BUSINESS DATA SERVICES - 10 GBPS INTERNE 2021.019		4,890.22
1501409	MILLER CANFIELD PADDOC	PROFESSIONAL SERVICES - NOVEMBER		313.50
10262	REVORE LAW FIRM, P.L.C	LEGAL SERVICES - APRIL		5,407.50
17250	SONAR	SONAR SOFTWARE MONTHLY SERVICE. \$1.25/C 2021.007		1,972.50
1635119536	STAPLES BUSINESS CREDIT	CREDIT ACCT # 302063		107.72
7028693	TEREX USA, LLC	REPAIRS TO TRUCK 324	2021.359	1,667.50
62	TOP TO BOTTOM TREE SER	ELECTRIC LINE CLEARANCE (3-PERSON \$106/ 2021.058		3,392.00
05/06/2021	WAGONER, TERESA	UB refund for account: 3004170027		63.48
535	WINSTONE, DAWN	CUSTOMER REFUND - PROGRAM CANCELLED		25.00
04272021	WMACP	MEMBERSHIP DUES - MCDONALD, LANKERD, RIT		190.00
04292021	WOW! BUSINESS	ACCT 014226414		126.67
67	XCEL SPECIALIZED, LLC	WORK WEEK 5/02/2021 - COCHRAN, M.		1,176.00
GRAND TOTAL:				29,029.51



ADMINISTRATIVE REPORT
May 17, 2021 – CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: Tom Tarkiewicz, City Manager

SUBJECT: Budget Public Hearing & Resolution to Adopt City of Marshall Budget and Related Property Tax Millage Rates for Fiscal Year 2022.

BACKGROUND: The budget public hearing was scheduled by Council on May 3, 2021. Attached for your review and action is the resolution for the FY 2022 Budget that totals \$38,614,153 in expenditures and is in compliance with City Charter. This budget resolution reflects the proposed budget emailed to you on April 19, 2021, with amendments.

RECOMMENDATION: After hearing public comments, it is recommended that the Council adopt the attached resolution to approve the City of Marshall budget and related property tax millage rates for Fiscal Year 2022.

FISCAL EFFECTS: Establish budgetary amounts for the General Fund, Special Revenue funds, Enterprise funds, and Internal Service funds in the amounts set forth in the attached resolution.

ALTERNATIVES: As suggested by City Council.

CITY GOAL CLASSIFICATION:

GOAL AREA 1 – ECONOMIC DEVELOPMENT

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

GOAL AREA 4 – INFRASTRUCTURE

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

Respectfully Submitted,

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

CITY OF MARSHALL, MICHIGAN
RESOLUTION #2021-XX

THE CITY OF MARSHALL
GENERAL APPROPRIATION ACT AND TAX LEVY RESOLUTION
July 1, 2021 – June 30, 2022

Whereas, City Council has reviewed the City Administrator’s proposed budget for FY 2022 for the City of Marshall; and

Whereas, A public hearing has been held to obtain citizen input on the proposed budget; and

Whereas, an annual budget is required for purposes of compliance with City Charter and State of Michigan Uniform Budgeting and Accounting Act (Public Act 2 of 1968, as amended);

THE CITY OF MARSHALL RESOLVES that the following appropriations for the fiscal year, commencing July 1, 2021, and ending June 30, 2022, are hereby appropriated on a departmental level in the General Fund and fund total basis in all other funds as follows:

General Fund Revenues	
Taxes	4,043,281
Licenses & Permits	322,000
Intergovernmental	878,285
Charges for Services	135,730
Fines & Forfeitures	11,800
Interest	6,029
Miscellaneous	180,102
Transfers In	1,768,820
Marshall Regional Law Enforcement Center	328,826
Recreation	452,154
Farmer's Market	22,100
Airport	157,020
Total General Fund Revenues	8,306,147

General Fund	
City Council	3,017
City Manager	282,952
Assessor	70,098
City Attorney	68,000
Human Resources	99,960
Clerk	63,482
Finance/Treasurer	550,284
City Hall	78,755
Chapel	1,835
Other City Property	56,000
Non-Departmental	907,529
PSB Operations	124,059
Police	2,209,335
Dispatch	191,000
Fire	1,411,684
Cemetery	171,780
Streets	879,338
Engineering	27,634
Compost	45,750
Building Inspection - Code Enforcement	141,527
Planning & Zoning	54,584
Parks	82,413
Capital Improvements	282,100
Marshall Regional Law Enforcement Center	406,473
Recreation	459,743
Farmer's Market	23,066
Airport	155,654
Total General Fund Expenditures	8,848,052

All Funds Revenues	
General Fund	8,306,147
MVH--Major & Trunkline	949,057
MVH--Local	236,034
Municipal Street Fund	594,439
Leaf, Brush and Trash Removal	173,848
NE Neighborhood Improvement Authority	39,768
South Neighborhood Improvement Authority	31,660
Local Development Finance Authority	746,738
Downtown Development Authority	242,614
Marshall House	1,064,020
Fiber to the Premise	1,203,000
Electric	16,668,608
Dial-A-Ride	532,007
Wastewater	1,950,879
Water	2,007,246
Solid Waste	330,900
Data Processing	173,237
Motor Pool	882,595
Total Revenues	\$ 36,132,797

All Funds' Expenditures	
General Fund	8,848,052
MVH--Major & Trunkline	939,106
MVH--Local	588,705
Municipal Street Fund	2,358,627
Leaf, Brush and Trash Removal	150,411
NE Neighborhood Improvement Authority	72,500
South Neighborhood Improvement Authority	24,544
Local Development Finance Authority	593,537
Downtown Development Authority	232,520
Marshall House	957,777
Fiber to the Premise	1,004,402
Electric	14,860,462
Dial-A-Ride	525,770
Wastewater	2,527,465
Water	2,995,248
Solid Waste	312,617
Data Processing	222,578
Motor Pool	1,399,832
Total Expenditures	\$ 38,614,153

Total fund reserves (not including the capitalization of assets) shall be decreased by \$2,481,356 based on the FY 2022 revenues and expenditures for All Funds.

RESOLVED, That the City Council does hereby levy a tax of 17.1629 mills, subject to Headlee rollback, for the period of July 1, 2021, through June 30, 2022 on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the City of Marshall and is levied pursuant to Section 8.01, Article 8 of the Charter of the City of Marshall.

The City Council does hereby levy a tax of .7480 mills, subject to Headlee rollback, for the period of July 1, 2021, through June 30, 2022, on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the expense of operating the Leaf, Brush and Trash Removal Services of the City of Marshall as authorized by a vote of the citizens on August 4, 2020.

The City Council does hereby levy a tax of 2.4935 mills, subject to Headlee rollback, for the period of July 1, 2021, through June 30, 2022, on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of municipal street reconstruction for the City of Marshall as authorized by a vote of the citizens on November 3, 2020.

The City Council does hereby levy a tax of .9147 mills, subject to Headlee rollback, for the period of July 1, 2021, through June 30, 2022, on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same. This tax is levied to operate the Dial-A-Ride Transportation System in the City of Marshall as authorized by a vote of the citizens on August 5, 1975.

The City Council does hereby levy a tax of .9147 mills, subject to Headlee rollback, for the period of July 1, 2021, through June 30, 2022, on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the expense of operating the Recreation Department of the City of Marshall as authorized by a vote of the citizens on April 4, 1959.

The City Council does hereby levy a tax of 1.5939 mills, subject to Headlee rollback, for the period of July 1, 2021, through June 30, 2022, on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same in a district known as the Downtown Development District. This tax is levied for the purpose of defraying the costs of the Downtown Development Authority.

	Proposed FY22 Rates	Actual FY21 Rates	Difference
General Operating	17.1629	17.1629	-
Leaf, Brush and Trash Removal Services	0.7480	0.4882	0.2598
Recreation	0.9147	0.9171	(0.0024)
Municipal Street Fund	2.4935	-	2.4935
Dial-A-Ride	0.9147	0.9171	(0.0024)
Downtown Development Authority	1.5939	1.5981	(0.0042)
TOTAL	23.8277	21.0834	2.7443

RESOLVED, that the City Manager is authorized to make budgetary transfers within the appropriation centers established through this budget, and that all transfers between departments or funds may be made by the City Manager in an amount not to exceed \$20,000 per occurrence without prior Council approval pursuant to Section 19.2 of the provisions of the Michigan Uniform Accounting and Budgeting Act.

The City Council of the City of Marshall did give notice of the time and place when a public hearing on adoption of the budget would be held in accordance with Public Act 43 of 1963, proof of publication of the Notice of Public Hearing is now on file, and which Public Hearing was duly held pursuant to said notice and in conformity therewith. A copy of the budget proposal was on file with the City Clerk and on the City's website and available for public inspection at least one week prior to adoption of the budget; and

Further, the City Council of the City of Marshall did give notice of the time and place when a public hearing would be held in conformity with the provisions of Public Act 5 of 1982 authorizing a tax rate in excess of the present authorized tax rate for General Operating, Recreation, Municipal Streets, Leaf & Brush, Dial-A-Ride and Downtown Development Authority tax levies, proof of publication of Notice of Public Hearing is now on file, and which Public Hearing was duly held pursuant to said notice and in conformity therewith; and

This Resolution shall take effect July 1, 2021.

Dated: May 17, 2021

Trisha Nelson, City Clerk

I, Trisha Nelson, being duly sworn as the City Clerk for the City of Marshall, hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on May 17, 2021, and that said meeting was conducted and that the minutes of said meeting were kept and will be or have been made available.

Trisha Nelson, City Clerk



ADMINISTRATIVE REPORT
May 17, 2021 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and Council Members

FROM: Trisha Nelson, Planning & Zoning Administrator
Tom Tarkiewicz, City Manager

SUBJECT: Air Rights Easement for Oaklawn Hospital

BACKGROUND: On April 14, 2021, Planning Commission approved a site plan amendment for Oaklawn Hospital for a small building addition of 796 sq. ft. and a code required drop off canopy. The principal reason for the addition is to provide separation for pedestrian/patient traffic and ambulance traffic.

The canopy that is being requested falls within the required setback; however, the overhang protrudes in the air space over the right-of-way. For safety concerns, Planning Commission felt the canopy should be set-back 5 feet from the curb.

Perspective Rendering



HED

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

The City Attorney has drafted the attached Easement for Air Rights Over Public Property. The air-space easement area shall run with the ownership of the hospital property.

Planning Commission approved the following motion unanimously:

Moved by Reed, supported by Zuck, to approve the Site Plan Amendment for Oaklawn Hospital, 200 N. Madison with the following conditions:

- The proposed canopy shall be set-back from the curb 5 feet.
- The City and Petitioner come to a licensing agreement for the airspace above the right-of-way.

RECOMMENDATION: It is recommended City Council approve, in substantial form, the Agreement for Easement for Air Rights over Public Property as drafted by the City Attorney.

ALTERNATIVES: As suggested by City Council.

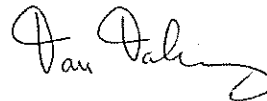
CITY GOAL CLASSIFICATION: GOAL AREA IV -- INFRASTRUCTURE

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

Respectfully Submitted,



Trisha Nelson
Planning & Zoning Administrator



Tom Tarkiewicz
City Manager

**AGREEMENT FOR EASEMENT
FOR AIR RIGHTS OVER PUBLIC PROPERTY**

THIS EASEMENT FOR AIR RIGHTS (“Agreement”) is made as of this ____ day of _____, 2021 by and between the **CITY OF MARSHALL**, a Michigan Municipal Corporation, with its principal offices located at 323 W. Michigan Avenue, Marshall, Michigan, 49068, in its capacity as grantor for the air rights easement (the “**GRANTOR**” or “**CITY**”) and the **Ella E.M. Brown Charitable Circle, d.b.a. Oaklawn Hospital** of 200 North Madison Street, Marshall, Michigan 49068 (the “**GRANTEE**” or “**OAKLAWN**”).

As set forth below, CITY and OAKLAWN agree as follows:

A. AIR RIGHTS EASEMENT:

1. Grant of Air Rights Easement. CITY, in consideration of the performance of the covenants by OAKLAWN set forth in this Agreement and subject to the conditions set forth in this Agreement, grants to OAKLAWN an exclusive easement for the use of its air rights within that volume of space above that portion of that parcel of real property legally described on Exhibit A attached hereto (the “AIR-SPACE EASEMENT AREA”). OAKLAWN'S right to the use of the AIR-SPACE EASEMENT AREA shall run with the ownership of the hospital property and shall inure to the benefit of OAKLAWN, its successors and assigns unless and until terminated pursuant to the provisions of this Agreement.

2. Scope of Easement. The only permitted use of the AIR-SPACE EASEMENT AREA is for the construction, maintenance and use of a “canopy” (the “Improvement(s)”) installed within the AIR-SPACE EASEMENT AREA for those purposes of, and permissible under this Agreement.

3. Rights Reserved to City. CITY maintains and preserves all lawful rights to the AIR-SPACE EASEMENT AREA and may, with or without Notice, enter the public right-of-way near, adjacent to, or under the AIR-SPACE for any lawful purpose, to include, but not limited to maintenance, alteration, or improvement, to any CITY property or purpose.

B. INDEMNIFICATION.

1. Damages and Indemnities. OAKLAWN shall defend, indemnify and hold CITY and all its elected and appointed officers, agents, contractors and employees harmless:

- a) From any and all claims by persons, firms or other entities for labor, services, materials or supplies provided in connection with the construction, installation and maintenance of any Improvement made in the AIR-SPACE EASEMENT AREA; and
- b) From any and all claims for injuries to or death of any and all individuals, or for loss of or damage to property, or from any environmental damage, degradation, response and clean up costs and all reasonable attorney fees and related costs which

may be incurred by CITY arising out of or which may arise out of construction in, use of, or occupancy of the AIR-SPACE EASEMENT AREA; and

- c) OAKLAWN shall obtain and keep in full force and effect until the completion of all Improvements, a single policy of builders' risk insurance, effective as of the date of commencement of construction, naming CITY as an additional named insured with policy limits of not less than the full replacement cost of all insurable components of all the improvements to be installed by OAKLAWN on the PREMISES in the AIR-SPACE EASEMENT AREA. In addition, OAKLAWN and its successors and assigns, shall obtain and maintain during the entire term of this Agreement and while Improvements are present in the AIR_SPACE EASEMENT AREA a policy or policies of general public liability insurance, including broad form endorsements, on an occurrence basis, naming CITY as an additional insured with combined policy limits of not less than \$1,000,000 for injuries, including accidental death, to any one person, and subject to the same limit for each person, not less than \$2,000,000 for any one accident involving two or more persons; and property damage liability insurance shall not be less than \$1,000,000, for any one accident and not less than \$2,000,000 aggregate with respect to the improvements to be located within the AIR-SPACE EASEMENT AREA. OAKLAWN shall provide CITY with a certificate of such insurance issued by a company authorized to do business in Michigan with a Best rating of AAA naming CITY as an additional insured with a right to not less than 30 days written notice of cancellation or nonrenewal. The above-described insurance shall be increased by 10% at the end of each five-year period during the entire term of this Agreement.
- d) OAKLAWN's obligations to defend, indemnify, and hold CITY harmless as stated herein shall survive the expiration, nonrenewal, cancellation, or earlier termination of this Agreement for any reason.

2. The foregoing indemnities shall survive and continue after the execution hereof and the termination or revocation of the easements granted hereunder.

C. TERM OF EASEMENT.

1. In the event OAKLAWN breaches any of the provisions of this Agreement, CITY shall have the right to seek and obtain any necessary relief or remedy including, but not limited to, a judgment for money damage and/or revocation of the Easement. This Easement shall terminate if the Improvements deteriorate into a state of disrepair, OAKLAWN abandons the Improvements, the Improvements are demolished, or the configuration of the Improvements are changed so as to no longer occupy the AIR-SPACE EASEMENT AREA, or OAKLAWN'S failure to comply with any obligation of OAKLAWN as required by this Agreement upon notice to OAKLAWN of the same and the failure to cure the breach within 30 days of Notice.

D. CONSTRUCTION AND MAINTENANCE OF IMPROVEMENTS.

1. In connection with the use of the AIR-SPACE EASEMENT AREA, OAKLAWN shall:

- a) Obtain all permits which are required to be obtained before using any portion of the AIR-SPACE EASEMENT AREA; and
- b) Construct and maintain all Improvements within AIR-SPACE EASEMENT AREA in compliance with the provisions of all applicable laws, ordinances and regulations of each governmental agency having jurisdiction over the construction and use of any improvements to be made within the AIR-SPACE EASEMENT AREA. Any Improvements constructed within the AIR-SPACE EASEMENT AREA shall be maintained in good condition, both as to safety and appearance and the maintenance of all such improvements shall be accomplished in a manner so as to not interfere with the use, maintenance or operation of CITY property, the SIDEWALK EASEMENT AREA or public right-of-way located below the horizontal bottom of the AIR-SPACE EASEMENT AREA. If, in the reasonable judgment of CITY, the use or operation of the public right-of-way may be interfered with or jeopardized as a result of the failure of OAKLAWN to discharge its maintenance obligations, CITY may, but shall not be obligated to, enter onto the AIR-SPACE EASEMENT AREA and perform such work as may be reasonably necessary in order to perform OAKLAWN'S duties and obligations under this subparagraph. OAKLAWN shall, upon written request of CITY, promptly reimburse CITY for any and all reasonable expenses CITY may incur in discharging any of OAKLAWN'S duties and obligations under this subparagraph. CITY shall provide OAKLAWN with reasonable documentation for all such reasonable expenses incurred within sixty (60) days of work performance and OAKLAWN shall make payment to CITY within thirty (30) of such presentment of invoice.
- c) OAKLAWN and its successors, assigns, agents, and invitees shall not place any improvements or fixtures or conduct any activity within the AIR-SPACE EASEMENT AREA which will unreasonably interfere in any way with the use or enjoyment of the public right-of-way by CITY, or the public within that area below the horizontal bottom of the AIR-SPACE EASEMENT AREA.
- d) OAKLAWN, its successors, assigns, agents and invitees shall not store, allow the storage of or discharge any radioactive, toxic, flammable, poisonous, explosive or other dangerous, hazardous materials or waste within the AIR-SPACE EASEMENT AREA.

E. MISCELLANEOUS.

1. The execution of this Agreement by CITY and OAKLAWN is not a warranty of its title. It is the sole and exclusive responsibility of the Parties hereto to secure all necessary

approvals and authorizations from all parties, public and private, in order to insure that it has the exclusive right to use the AIR-SPACE EASEMENT AREA as set forth in this Agreement.

2. CITY and OAKLAWN each represent and warrant to the other that it has the authority to execute this Agreement.

3. This Agreement may only be amended by a written agreement executed by both Parties.

4. The waiver of any breach of any provision of this Agreement by either CITY or OAKLAWN shall not operate as or be construed as a waiver by the other party of any subsequent breach. Each and every right, remedy and power granted to a party under this Agreement or allowed by law shall be cumulative and not exclusive of any other.

5. If any of the provisions of this Agreement or its application to any party under any circumstances is determined to be invalid or unenforceable, such invalidity or unenforceability shall not affect any other provision of this Agreement or its application.

6. This Agreement shall be binding upon the parties hereto and their successors and assigns.

7. This Agreement constitutes the entire agreement between the Parties with respect to the matters set forth in this Agreement. This Agreement supersedes and terminates any and all other previous or contemporaneous communications, representations, understandings, agreements, negotiations and discussions, whether oral or written, between the parties with respect to the AIR-SPACE EASEMENT AREA. There are no other written or oral agreements, understandings or representations directly or indirectly related to the AIR-SPACE EASEMENT AREA that are not expressly set forth in this Agreement.

8. All notices which may be sent under this Agreement shall be in writing and mailed by certified or registered mail to the address of the party set forth in the preamble of this Agreement. Either party may change its address by providing notice to the other party as set forth in this paragraph.

9. This Agreement shall be governed by the laws of the State of Michigan.

10. This Agreement may be executed in duplicate original counterparts and all copies of this Agreement so executed shall be deemed to be one agreement.

11. OAKLAWN shall, at its expense, record this Agreement with the Calhoun County Register of Deeds. After this Agreement is recorded, OAKLAWN shall provide CITY with a copy of the recorded Agreement.

[Signatures on Following Page.]

This Agreement is executed as of the date set forth above and shall be effective as set forth in this Agreement.

GRANTOR:

CITY OF MARSHALL

By: _____
Trisha Nelson, Clerk

GRANTEE:

Ella E.M. Brown Charitable Circle,
d.b.a. Oaklawn Hospital

By: _____
_____, its

APPROVED AS TO FORM:

David M. Revore
City Attorney

STATE OF MICHIGAN)

) SS

COUNTY OF CALHOUN)

On the ___ day of _____, 2021, Trisha Nelson, Clerk of City of Marshall, executed this Agreement for the Easement for Air Rights over Public Right-of-Way on behalf of the City of Marshall.

Notary Public

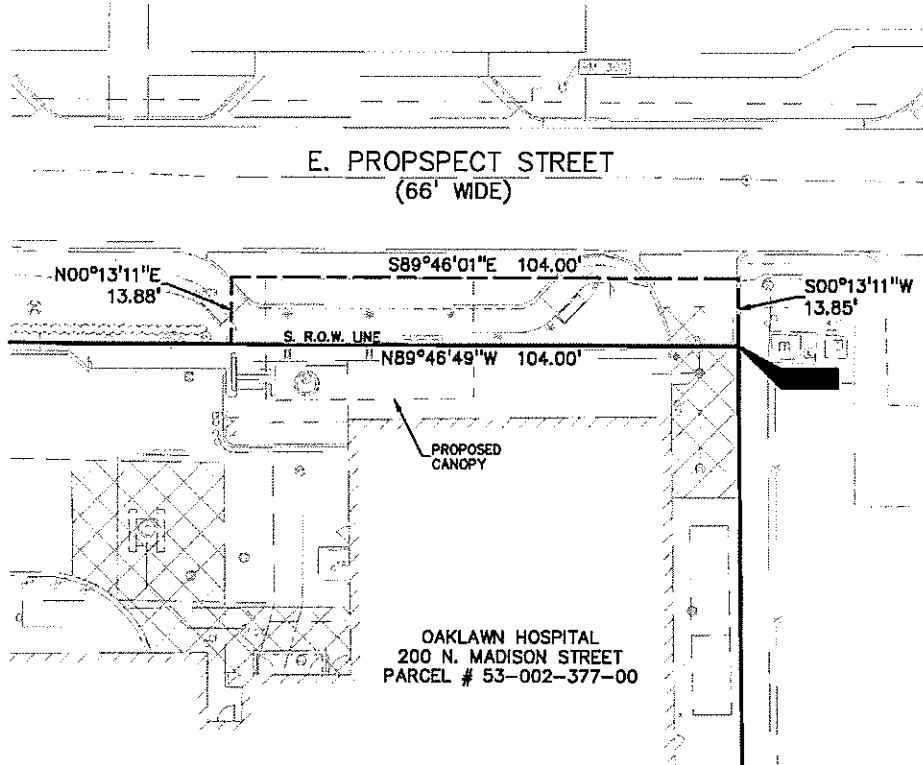
STATE OF MICHIGAN)

) SS

COUNTY OF CALHOUN)

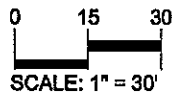
On the ___ day of _____, 2021, _____, its, _____ executed this Agreement for the Exclusive Easement for Air Rights over Public Right-of-Way on behalf of Ella E.M. Brown Charitable Circle, d.b.a. Oaklawn Hospital.

**EXHIBIT A
PRIVATE AIR EASEMENT**



LEGAL DESCRIPTION – PRIVATE AIR EASEMENT:

A cube of air space above an area of land being a part of the Right of Way of East Prospect Street (66 feet wide), East of North Madison Street and West of High Street, located in the City of Marshall, County of Calhoun, State of Michigan, the limits of said easement described as: Point of beginning being the Northeast corner of Parcel # 53-002-377-00 (Oaklawn Hospital – 200 North Madison Street); thence N89°46'49"W along the southerly Right of Way line of said East Prospect Street, 104.00 feet; thence N00°13'11"E, 13.88 feet; thence S89°46'01"E, 104.00 feet; thence S00°13'11"W, 13.85 feet to the point of beginning; said easement containing 1,442 square feet more or less, which is contained within a horizontal plane of which is above elevation 939.30 and below elevation 942.30; said easement subject to all other easements and restrictions, if any.



LEGEND

P.O.B. POINT OF BEGINNING

OAKLAWN HOSPITAL
200 N. MADISON ST
MARSHALL, MI 49068

SHEET 1 OF 1
APRIL 28, 2021
2020-0447



t 844.813.2949
www.peagroup.com



ADMINISTRATIVE REPORT
May 17, 2021 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council
FROM: Tom Tarkiewicz, City Manager
SUBJECT: Brooks Industrial Substation Engineering

BACKGROUND: City Staff has been working with GRP Engineering of Grand Rapids and Petoskey on the planning and preliminary development of the Brooks Industrial Substation. The substation will be located on Old US 27/M 227/ South Kalamazoo Avenue, south of the Sand Hill Restaurant.

This new substation is needed supply electrical power to the new industries in the Brooks Industrial Park. This substation will also supply power to the current industrial customers and the Lyon Lake area. The International Transmission Company will be building a 3.5-mile 138,000-volt line to supply the substation. The new substation will add reliability to the area electric needs.

GRP Engineering designed the Brewer Substation and increased the capacity of the Pearl Street Substation. It is planned for this new substation to be complete by October of 2022. City crews will then install twelve new distribution feeds for the area.

RECOMMENDATION: It is recommended that the Council approve the retaining of GRP Engineering for a fee of \$225,000 for the design engineering & material procurement of the new Brooks Industrial Substation and a fee of \$79,000 for the contract administration, commissioning & start up.

FISCAL EFFECTS: These costs will be part of the future bond sale for the construction of the Brooks Industrial Substation.

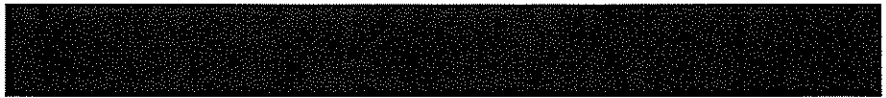
ALTERNATIVES: As suggested by the Council.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tom Tarkiewicz", written over a light blue horizontal line.

Tom Tarkiewicz
City Manager

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



City of Marshall

Brooks Industrial Substation

Engineering Services Proposal

www.grp-engineering.com

Grand Rapids Location:
3300 Eagle Run Dr NE Ste 101
Grand Rapids MI 49525

Petoskey Location:
459 Bay Street
Petoskey MI 49770

March 10, 2021

Mr. Ed Rice
Director of Electric Utilities
City of Marshall
900 S. Marshall Ave.
Marshall, MI 49068

**RE: Brooks Substation
Engineering Services Proposal**

Dear Ed:

GRP Engineering, Inc. is pleased to present this proposal to the City of Marshall for Engineering Design & Project Management Services associated with the Brooks Substation project. We are highly qualified to provide these services for the City of Marshall through our project experience on municipal electric systems and the qualifications of all our personnel. GRP Engineering, Inc. will complete project design, management, and commissioning using a team approach including subcontracting with highly qualified firms.

Project Design & Commissioning Team

Electrical Engineering	GRP Engineering, Inc.
Structural Engineering	JDH Engineering, Inc.
Civil & Geotechnical Engineering	Driesenga & Associates, Inc.

The overall scope of this project includes the construction of a new distribution substation including two 20/27/33MVA 138kV:12.5kV power transformers, two 138kV circuit switchers, 138kV metering, seven (7) 15kV breakers, and four (4) 12.5kV distribution circuits in an open bus configuration with space for eight total circuits. The project will include installation of a new control house including panels, all associated protective relaying, transformer and feeder metering, plus SCADA connections, six (6) 12.5kV underground distribution circuit exits, foundations, and transformer oil containment. Preliminary estimated total project cost based on this conceptual design is \$5,208,000. ITC will construct an adjacent 138kV substation to provide transmission service into the new distribution substation.

GRP Engineering's understanding is that all work will be contracted out for this project. One construction contract will be prepared covering site preparation work for both Marshall and ITC's substations, substation construction, and all 12.5kV distribution circuit work. GRP Engineering will manage the project for the City of Marshall, complete engineering design, assist with transformer and material procurement, prepare and process one construction contract, perform construction observation, and perform start-up and function testing of the new transformer and circuit breakers. All power equipment testing will be completed by NETA certified technicians which will be included in the transformer procurement contract and substation construction contract.

GRP Engineering will provide full-service design as we have successfully done for many years on electrical utility transmission, substation, and distribution line projects. We will not outsource control house layout, schematics, and panel wiring diagrams design work as some consultants often will which raises total project costs to the utility in a hidden fashion. Maintaining these services with the design firm increases quality, decreases the chance for project errors, and reduces total time for project completion.

We have included the scope of services, our project team and qualifications, references, and fee structure with this proposal. Preliminary schedule attached to this proposal provides for meeting a goal to complete construction by October 2022. Proposed milestone dates highlighted below:

Proposed Project schedule:

Project Kickoff	March 29, 2021
Preliminary Design Complete	June 22, 2021
Site Plan Submittal	August 5, 2021
Final Design Complete	September 21, 2021
Transformer Procurement Award	September 7, 2021
Contract Bid Opening	November 30, 2021
Construction Award	December 6, 2021
Construction Start	March 1, 2022
Transformer Energization	November 1, 2022

This proposal does not include any easement acquisition or environmental engineering services. Topographic survey of the site and geotechnical engineering have been completed.

We appreciate the opportunity to submit this proposal and look forward to being of service to you. Following acceptance of this proposal, we will submit an engineering services contract for your review and execution. Please contact me should you have any questions.

Sincerely,
GRP Engineering, Inc.

Michael P. McGeehan

Digitally signed by Michael P.
McGeehan
Date: 2021.03.10 16:53:10 -05'00'

Michael P. McGeehan, P.E.
President

Enclosures

**CITY OF MARSHALL
BROOKS SUBSTATION
CONSTRUCTION COST ESTIMATE**

ITEM	ITEM DESCRIPTION	UNITS	LABOR	MATERIAL	TOTAL	EXTENDED TOTAL
1	20/27/33 MVA Power Transformer 138kV:12.5kV	2	\$8,250.00	\$850,000.00	\$858,250.00	\$1,716,500
2	138kV Metering PT/CT's	6	\$1,200.00	\$13,000.00	\$14,200.00	\$85,200
3	138kV Circuit Switcher	2	\$4,500.00	\$48,000.00	\$52,500.00	\$105,000
4	138kV Disconnect Switch	2	\$2,655.00	\$12,000.00	\$14,655.00	\$29,310
5	138kV Structure	LS	\$8,200.00	\$93,970.00	\$102,170.00	\$102,170
6	138kV Foundations	LS	\$33,450.00	\$20,310.00	\$53,760.00	\$53,760
7	15kV Breaker	9	\$2,000.00	\$21,500.00	\$23,500.00	\$211,500
8	15kV Bus PTs and Fuse Boxes	6	\$450.00	\$2,410.00	\$2,860.00	\$17,160
9	15kV Structure	LS	\$16,080.00	\$113,610.00	\$129,690.00	\$129,690
10	15kV Bus & Fittings	LS	\$51,415.00	\$102,855.00	\$154,270.00	\$154,270
11	15kV Foundations	LS	\$28,620.00	\$20,390.00	\$49,010.00	\$49,010
12	15kV Station Service (50kVA)	2	\$3,170.00	\$1,780.00	\$4,950.00	\$9,900
13	Station 125VDC Battery System	1	\$2,385.00	\$26,205.00	\$28,590.00	\$28,590
14	Transformer Foundation & Oil Containment	2	\$24,065.00	\$16,780.00	\$40,845.00	\$81,690
15	Relay Control Building & Foundation	1	\$25,000.00	\$240,000.00	\$265,000.00	\$265,000
16	Relaying Panels	7	\$2,400.00	\$30,000.00	\$32,400.00	\$226,800
17	Substation Conduit & Trenway	LS	\$46,345.00	\$37,385.00	\$83,730.00	\$83,730
18	Substation Grounding	LS	\$38,330.00	\$39,670.00	\$78,000.00	\$78,000
19	Control Cable	LS	\$45,320.00	\$44,365.00	\$89,685.00	\$89,685
20	ITC Substation Connections	2	\$6,000.00	\$4,000.00	\$10,000.00	\$20,000
21	Substation Fence	LS	\$50,000.00	\$25,000.00	\$75,000.00	\$75,000
22	Substation Yard Lighting & Security Cameras	LS	\$3,090.00	\$19,760.00	\$22,850.00	\$22,850
23	Lightning Protection	LS	\$56,400.00	\$78,300.00	\$134,700.00	\$134,700
24	Substation Site Work	LS	\$300,000.00	\$60,000.00	\$360,000.00	\$360,000
25	Distribution Circuit Exits	LS	\$155,000.00	\$265,000.00	\$420,000.00	\$420,000
26	Site Survey & Environmental Review	LS	\$10,000.00	\$0.00	\$10,000.00	\$10,000
27	Relay & Equipment Testing	LS	\$45,000.00	\$0.00	\$45,000.00	\$45,000
28	Contractor Mobilization	LS	\$35,000.00	\$0.00	\$35,000.00	\$35,000
29	Insurance & Bonding	LS	\$30,000.00	\$0.00	\$30,000.00	\$30,000

Subtotal	\$4,670,000
Contingency (5%)	\$234,000
Engineering Design	\$225,000
Construction Administration & Startup	\$79,000
Total Estimated Project Cost	\$5,208,000

Notes:

- All costs are estimated as 2022/2023 construction costs.
- Substation cost estimate based on installation of two (2) 20/27/33MVA power transformers with LTC, two (2) 138kV circuit switchers, six (6) 138kV metering PT/CT units, nine (9) 15kV breakers, two (2) 4-bay 15kV distribution buses with six (6) 12.5kV underground circuits constructed, plus control house, fence, foundations, and site work.
- Distribution circuit estimate includes open trench and 6" conduits from all eight circuit riser stands to the existing overhead line with parallel runs of 500kCM 15kV CU cable installed for six circuits only.
- The cost estimate submitted herein is based on time-honored practices within the construction industry. As such, the Engineer does not control the cost of labor, materials, equipment or a contractor's method of determining prices and competitive bidding practices or market conditions. The estimate contained represents our best judgment as design professionals using current information available at the time of preparation. The Engineer cannot guarantee that proposals, bids and/or construction costs will not vary

Design Engineering & Project Management Phase

- Project administration (maintain correspondence & meeting minutes.)
- Project planning & control (maintain project schedules & cost estimates.)
- Project kickoff meeting with City of Marshall staff.
- Prepare substation one-line diagram.
- Complete substation physical design including equipment, structures, bus, security fence, foundations, oil containment systems, and control house. Structures designed to meet loadings specified in the National Electric Safety Code (NESC) and ASCE 113. Bus structures will be designed to withstand loadings specified in IEEE 605.
- Pre-fabricated control house including AC service, DC battery systems, relay control panels, metering, communication panels, and HVAC system.
- Complete ground grid design meeting IEEE 80 requirements, latest edition.
- Site layout design, demolition, and grading plan for the entire parcel including ITC's substation plus storm water retention and runoff calculations, wetland protection, stone surfacing, and vehicle access drives. Vehicle tracking analysis for accessibility and routing of large trucks and cranes will be completed.
- Vegetation screening plan covering both substations to comply with zoning requirements.
- Preparation of site plan application documents and attendance at Planning Commission Meetings throughout the approval process.
- Complete lightning protection plan meeting requirements of IEEE Std 998.
- Complete detailed schematics (3-line and DC) and all control panel wiring diagrams for substation equipment.
- Communications system connection design at the substation including real-time automatic controller (RTAC), equipment connections, fiber optic system termination racks, and underground conduit system. Fiber optic cable connection external to the site to be completed by others.
- Project coordination with ITC for physical connection to their proposed adjacent ring-bus substation, plus alarms, contact status, currents, and breaker failure protection schemes to meet protection requirements.
- Three (3) design review meetings with City of Marshall staff.
- Preparation of substation material list and cable tabulation.
- Calculation of settings and logic for new protection relays.
- Preparation of DNP3 points list for equipment at Brooks Industrial Substation. *(All SCADA programming to be completed by City of Marshall staff.)*

- Assist Marshall with major material procurement including specifications, bidding, evaluation and award. RFP's will be prepared for the following equipment:
 - 138kV:12.5kV power transformers
 - 138kV Circuit Switcher
 - 138kV PT/CT metering units
 - 15kV breakers
 - Control house & relay control panels
 - Structural Steel
 - MV Underground Cable
 - 15kV line material
- Review & process all Owner-furnished material shop drawings.
- Prepare construction technical specifications.
- Preparation of one construction contract plus assistance with bid and award.
- Printing & shipping of all required construction drawings sets.
- Preparation & processing of required permit applications including Soil Erosion & Sedimentation Control, and MDOT driveway permit. All permit fees to be paid by City of Marshall.

Contract Administration, & Commissioning Phase

- Prepare construction contract including Contractor's bid, bonds and insurance.
- Attendance at one (1) preconstruction meeting.
- Review & process all material shop drawings.
- Construction staking including setting one benchmark, substation centerlines, and fence corners.
- On-site representation by design Engineer a minimum of every other week during construction. Proposal is based on six (6) months of construction.
- Coordination between City of Marshall, construction contractors, and other affected projects and parties including ITC.
- Monitor and verify construction compliance with engineering drawings and specifications and all NESC requirements.
- Preparation of monthly progress reports, which will include contractor performance and any work quality issues.
- Preparation of electronic substation reference files including relay settings and documented relay test reports.
- Full function testing of substation protection and control schemes covering the new equipment at Brooks Industrial Substation.
- Preparation of punch list & energization release form for the new transformer and 12.5kV circuits.
- Process all contractor invoicing and change orders (*if required.*)
- Prepare all necessary contract close-out documents.
- Provide record drawings including two (2) bound sets and files in AutoCAD 2018 format.

GRP Engineering’s fee structure is broken into two phases including Design and Material Procurement, then Contract Administration / Project Management as noted below.

1. Design Engineering & Material Procurement
2. Contract Administration, Start-Up & Commissioning

Design Engineering & Material Procurement

The Design Engineering & Material Procurement phase will have a Lump Sum fee for the scope of services as listed in our proposal.

Final Design & Material Procurement
\$225,000 Lump Sum

Contract Administration, Start-up & Commissioning Phase

The Contract Administration, & Commissioning phase will have an hourly not-to-exceed fee including cost of expenses and subconsultants.

Contract Administration, Start-Up & Commissioning
\$79,000 Hourly, not-to-exceed

Hourly Rate Structure

<u>Employee Title</u>	<u>Engineer Level</u>	<u>Hourly Rate</u>
Senior Project Manager	8	\$165
Project Manager	7	\$150
Senior Engineer	6	\$140
Project Engineer	4 - 5	\$135
Engineer II	3	\$130
Engineer I	2	\$100
Entry Level Engineer	1	\$ 90
Field Staking Technician		\$ 85
GIS Technician		\$ 70
GIS Developer		\$ 82
Senior Engineering Technician		\$ 80
Engineering Technician		\$ 70
Engineering Intern		\$ 45
Administrative		\$ 62

**Hourly rates are subject to change.*

GRP Engineering, Inc. was formed in October of 2003 as a power utility consulting firm to service a client base in Michigan. GRP Engineering's team of professional personnel bring many years of power utility and electrical engineering experiences with them. GRP Engineering excels in a full range of services required to plan, design, startup, operate, and maintain power utility and electrical facilities to assist our clients in meeting current needs and planning for future requirements. Currently, GRP Engineering is providing engineering services to over twenty municipal electric utilities and rural electric cooperatives within the State of Michigan.

Engineering services provided for this project will be performed out of both our Grand Rapids and Petoskey offices utilizing experienced power utility engineers along with additional engineering support staff. We utilize long term relationships with sub-consultants for civil, structural, and geotechnical engineering to support these disciplines when required on projects.

Staff team together between our offices to successfully complete substation, transmission & distribution line projects throughout our geographically diverse client base in the state. GRP Engineering also maintains a large library of software tools including AutoCAD, ESRI ARC-GIS, PLS-CADD, WindMil, LightTable and a proprietary line staking program for use throughout the project analysis, design and construction process. GRP Engineering's staff maintain training through several sources including nationally recognized university post-graduate design courses, IEEE and NSPE webinars, plus relay and equipment manufacturer sponsored events.

Recent Substation Projects

GRP Engineering, Inc. and its design team have successfully completed multiple substation projects for utilities in the State of Michigan. A representative list is provided below with project details included in the Project Experience section of this proposal.

Bay City Electric Light & Power	Prestolite Substation (2021)
Marquette Board of Light & Power	5 Plant Substation (2020 – 2021)
Coldwater Board of Public Utilities	Butters Avenue Substation (2020)
Grand Haven Board of Light & Power	Grand Haven Substation (2020)
City of Marshall	Pearl Street Substation Transformer #3 (2020)
Traverse City Light & Power	Barlow 69kV Switching Station (2020)

2021 Marquette Board of Light & Power 5 Plant Substation – Design, construction observation, start up, and function testing for a new substation control house to replace relay protection and controls located in the decommissioned generating plant. Project includes new control house, control panels and relaying, conduits, cabling, and SCADA connections. Estimated Project Cost: \$1,679,000 (*Project Currently Under Construction*)

2020 Coldwater Board of Public Utilities Butters Avenue Substation – Design, construction observation, start up, and function testing for a new 138kV to 13.8kV substation. Project includes two 138kV circuit switchers, two 30MVA power transformers, nine 13.8kV breakers, and three 13.8kV circuit exits, plus control house, panels, and SCADA connections. Estimated Project Cost: \$4,713,000

Grand Haven Board of Light & Power – Grand Haven Substation – Design, construction observation, start up, and function testing for an expanded 69kV to 13.2kV substation. Project includes four 138kV breakers, existing 40MVA and one relocated 20MVA power transformer, eleven 13.2kV breakers, and five 13.2kV circuit exits, plus control house, panels, and SCADA connections. Estimated Project Cost: \$3,750,000

City of Marshall Pearl Street Substation Transformer #3 – Design, material procurement, start-up, and function testing a substation expansion including new 138kV to 12.5kV power transformer, 138kV circuit switcher, four (4) 12.5kV underground circuit exits, control house & panels. Construction cost: \$2,370,000

Traverse City Light & Power Barlow Switching Station – Design, start up, and function testing of an expansion to a 69kV to 13.8kV distribution substation. Project includes new 69kV deadend structures, bus and breakers, 69kV circuit switchers, 13.8kV MOIS switches, control house & panels. Construction cost: \$1,650,000

2019 City of Marshall Monroe Street Line Relocation – Design, material procurement, contract administration, construction staking and observation for a four-circuit 4.16kV overhead line relocation project in conjunction with the Monroe Street bridge replacement. Construction cost: \$337,000

South Haven Core City Overhead Upgrade Phase 4 – Design, material procurement, contract administration, construction staking and observation for the replacement of 288 poles and upgrade of associated 12.5kV

overhead lines in the core residential area of the city. Construction cost: \$1,650,000

2018 Village of Sebawaing Pine Street Substation - Design, construction observation, start up, and function testing for a substation replacement project including new 40kV transmission line entrance, 40kV to 4.16kV power transformer, 4.16kV bus, breakers, and generator connections, 4.16kV to 2.4kV power transformer, 2.4kV breakers and four circuit exits.

Traverse City Light & Power Parsons Road Switching Station – Design, construction administration, start up, and function testing of an expansion to a 69kV to 13.8kV distribution substation. Project includes new 69kV deadend structures, bus and breakers, 69kV circuit switchers, 13.8kV MOIS switches, control house & panels. Construction cost: \$1,800,000

Traverse City Light & Power Substation Exit Replacement – Design, material procurement, and construction administration for replacement of twelve (12) 13.8kV underground circuit exits from three separate substations. Construction cost: \$279,000

Bay City Electric Light & Power – Design and construction standards development for substation replacement project including a 4-bay 46kV deadend structure, 46kV to 8.32kV power transformer, plus four 8.32kV regulator installations, reclosers, and underground circuit exit structures.

Maroa Farms Substation - Design, construction administration, start up, and function testing of a substation expansion project including 138kV metering, circuit switcher, power transformer, 13.8kV bus, control panels, and underground substation exit. Construction cost: \$1,479,000

2017 Coldwater Board of Public Utilities Jonesville Rd Substation – Design, construction observation, start up, and function testing for a new 138kV to 13.8kV substation. Project included two 138kV circuit switchers, two 50MVA power transformers, six 13.8kV breakers, and 13.8kV circuit exits, plus control house, panels, and SCADA connections. Construction cost: \$3,150,000

City of Marshall South Substation Protection – Design for the installation of substation 15kV breaker for power transformer protection including physicals, wiring diagrams, schematics, relay programming and testing.

Lowell Light & Power Relay Upgrade – Design, on-site assistance, function testing, and SCADA programming for the replacement of thirteen (13) 15kV circuit breaker relays.

Alpena Power Company – Besser Substation - Project consisted of the construction of a new 34.5kV:4.16kV substation including underground transmission connection, 2.5MVA transformer, voltage regulators, recloser, primary metering, and underground connection to customer switchgear. Scope of work included site and substation design, equipment procurement, schematics, wiring diagrams, & SCADA system control. Project Cost: \$600,000

Grand Haven Board of Light & Power – Transmission Line – Design, material procurement, contract administration, construction staking and observation for reconstruction of 5.25 miles of 69kV transmission lines. Total construction cost for two phases: \$2,675,000

2016 Lansing BW&L – Northeast Substation 138kV Capacitor Bank - Project consisted of the installation of a new 46MVAR @ 145kV capacitor bank including two 138kV circuit breakers, 138kV bus structures, plus conduit, grounding, fencing, and associated relay and control panels. Scope of work included site and substation design, schematics, wiring diagrams, battery sizing, ground grid design, 138kV relaying setting calculations, and function testing plans. Project Cost: \$1,200,000

City of Marshall – Brewer Substation - Project consisted of the construction of 2.6 miles of 138kV transmission and a new 138kV to 12.5kV substation and including 138kV deadend structure, one 138kV circuit switcher, one 20/26.7/33.3 MVA power transformer, five 12.5kV breakers, 138kV PT/CT's for metering, two 12.5kV bus structures, plus all equipment foundations, conduit, control house, and associated relay panels. Scope of work included full project management, site and substation design, station commissioning including relay and function testing, plus coordination with ITC. Project Cost: \$3,400,000

Harbor Springs Clayton Road Sub Recloser Replacement - Project consisted of the replacement of three oil-filled 15kV reclosers with new vacuum reclosers and SEL controllers. Construction cost: \$80,000

City of Hart 88th Street Substation – Design, construction administration, start up, and function testing of an expansion to a 138kV to 12.5kV distribution substation. Project includes new 138kV deadend structure, connection to spare power transformer, 12.5kV bus connections, metering, and control panels. Construction cost: \$545,000

City of Petoskey	Petoskey, Michigan Mike Robbins Director of Public Works 231-347-2500
Grand Haven Board of Light & Power	Grand Haven, Michigan Rob Shelley Distribution/Engineering Manager 616-607-1263
Lowell Light & Power	Lowell, Michigan Ryan Teachworth Distribution/Trans Manager 616-897-8402
Coldwater Board of Public Utilities	Coldwater, Michigan Andrew Cameron Electrical Public Works Engineer 517-279-6934
City of Sturgis	Sturgis, Michigan Josh Czajkowski Electric Superintendent 517-617-6358
City of South Haven	South Haven, Michigan Bill Hunter Director of Public Works 269-637-0719
City of St. Louis	St. Louis, Michigan Kurt Giles City Manager 517-681-3351
Great Lakes Energy	Boyne City, Michigan Ashley Dull Engineering Manager 231-487-1317
Alpena Power Company	Alpena, Michigan Ken Dragiewicz Vice-President 989-358-4945

Engineering services provided for this project will be performed out of both our Grand Rapids and Petoskey offices primarily utilizing the following individuals. Additionally, the full engineering staff of GRP Engineering, Inc. will team along with additional support staff as needed to successfully complete projects.

Mr. Michael P. McGeehan, PE
Mr. Nicholas M. Abraitis, PE
Mr. James R. Schwaderer, PE
Mr. Nicholas A. Winsemius
Ms. Kelli Wodek
Mr. Kurt Grebe

Project Design & Commissioning Team

Electrical Engineering
Civil Engineering
Structural Engineering

GRP Engineering, Inc.
Driesenga & Associates, Inc.
JDH Engineering, Inc.

Michael P. McGeehan, PE – Project Manager

Project management plus transmission and distribution system design will be completed by Mr. Michael McGeehan. Mr. McGeehan has twenty-five years of power utility consulting experience for municipal and cooperative utilities within the state specializing in design and operation of transmission & distribution systems. Mr. McGeehan has completed design and inspection of over 450-miles of overhead and underground distribution line plus transmission line route selection and design up through 138kV. Additionally, Mr. McGeehan has successfully completed multiple electrical system modeling projects and system studies including presentations to Utility Boards and City Councils/Commissions.

James R. Schwaderer, PE – Project Manager

Assistance with project management plus substation protection schemes, schematics, wiring diagrams, relay settings, and function testing will be completed by Mr. Jim Schwaderer. Mr. Schwaderer has over forty-years of power utility consulting experience for municipal, cooperative and privately-owned utilities within the state specializing in design and operation of electric utility substations and control systems.

Nicholas M. Abraitis, PE – Project Engineer

Substation physical design, protection schemes, schematics, wiring diagrams, relay settings, and function testing will be completed by Mr. Nicholas Abraitis. Mr. Abraitis has over ten years of power utility consulting experience for municipal, cooperative and privately-owned utilities within the state specializing in design and operation of electric utility substations and control systems, plus electrical system modeling, operation, system studies and coordination, and SCADA system programming.

Nicholas A. Winsemius – Electrical Engineer

Assistance with substation physical design, protection schemes, schematics, wiring diagrams, and relay settings, plus construction oversight, and function testing will be completed by Mr. Nicholas Winsemius. Mr. Winsemius has over nine years of power utility experience in the municipal utility market specializing in design and operation of electric utility substations and control systems, plus electrical system modeling, operation, system studies and coordination, and SCADA system programming.

Kelli M. Wodek – Senior Engineering Technician

Preparation of AutoCAD drawings, ArcMap GIS work, plus project permitting will be completed by Ms. Kelli Wodek. Ms. Wodek has twelve years of power utility consulting engineering experience specializing in preparing project drawings, system mapping, MDNR, EGLE, and local governmental agency permitting.

Kurt H. Grebe – Engineering Technician

Preparation of AutoCAD drawings and field staking will be completed by Mr. Kurt Grebe. Mr. Grebe will also aid in the process of line design. Mr. Grebe has over 17 years of experience in preparation of AutoCAD drawings and over 7 years of experience with field staking for construction.

MICHAEL P. MCGEEHAN, PE

Registration: 1999 / Professional Engineer / Michigan / No. 45127

Years of Experience: 26 years, 10 years with Greiner/URS Corporation, 16 years with GRP Engineering, Inc.

Education: BS / 1993 / Electrical Engineering / Michigan Technological University

Professional Affiliations: Michigan Society of Professional Engineers (MSPE)
Institute of Electrical & Electronic Engineers (IEEE)

Expertise: Electrical engineering - medium and high voltage power systems. Specializing in design and operation of transmission & distribution systems. Design of over 400-miles of overhead and underground distribution line; transmission line route selection and design up through 345kV; substation design; and various electrical studies.

- Key Projects:**
- Traverse City Light & Power, Traverse City, Michigan**
 - 69kV & 13.8kV conversion to underground project.
 - 69kV transmission line routing and design.
 - Project management of multiple 69kV:13.8kV substations
 - Transmission system thermal upgrade.
 - Coldwater Board of Public Utilities, Coldwater, Michigan**
 - Project management of 138kV:13.8kV substation
 - GIS mapping to WindMil system model conversion.
 - System sectionalizing study.
 - Load flow study
 - City of Marshall, Marshall, Michigan**
 - Project management of 138kV transmission line
 - Project management of 138kV:12.5kV substation
 - Multiple distribution rebuild project
 - Conversion to double circuit underground distribution river crossing
 - Village of Sebawaing, Sebawaing, Michigan**
 - Project management of 40kV:4.16kV substation
 - Design of 40kV transmission lines and 4.16kV distribution circuits
 - Lowell Light & Power, Lowell, Michigan**
 - GIS mapping to WindMil system model conversion.
 - Double circuit aerial spacer cable system with integral optical messenger project.
 - Multiple distribution line reconstruction projects.
 - Zeeland Board of Public Works, Zeeland, Michigan**
 - Transmission & distribution system modeling.
 - System coordination and arc-flash study.
 - Distribution system planning study.
 - Alpena Power Company, Alpena, Michigan**
 - ESRI GIS mapping to WindMil system model conversion.
 - Distribution system & arc-flash study.
 - Multiple 34.5kV transmission reconstruction projects.

City of Petoskey, Petoskey, Michigan

- Multiple 12.5kV distribution conversion to underground projects.
- Distribution system model creation.
- Municipal Marina electrical upgrade.

City of South Haven, South Haven, Michigan

- Distribution system modeling.
- System planning study.
- Multiple 12.5kV distribution conversion to underground projects.

Grand Haven Board of Light & Power, Grand Haven, Michigan

- Multiple 13.2kV distribution conversion to underground projects.
- Distribution line reconstruction projects.
- Downtown alley 13.2kV conversion to underground projects.

Great Lakes Energy, Boyne City, Michigan

- Multiple distribution line reconstruction projects totaling over 250 miles in length.
- Distribution line work order inspection.
-

Cloverland Electric Cooperative, Dafer, Michigan

- Multiple distribution line reconstruction projects totaling over 85 miles in length.
- Distribution line work order inspection.

Mackinac Bridge Authority, St. Ignace, Michigan

- Electrical system and bridge lighting replacement project.
- Primary electrical system switch controller upgrade project.

Wolverine Power Cooperative, Cadillac, Michigan

- Multiple 69kV transmission line relocation projects.
- Optical ground wire installation project.

Holland Board of Public Works, Holland, Michigan

- Multiple 138kV transmission line projects.
- 138kV underground feasibility study.

Michigan Department of Management & Budget, Lansing, Michigan

- Design 8.32kV electrical system upgrade for State Secondary Complex.

Marquette Board of Light & Power, Marquette, Michigan

- Transmission & distribution circuit upgrades at the Shiras Steam Plant & Substation.
- 69kV transmission steel pole relocation project.

JAMES R SCHWADERER, PE

Registration: 1982 / Professional Engineer / Michigan / No. 29413

Years of Experience: 40 years, 10 years Dow Corning, 10 years Schwaderer & Associates, 4.5 years BETA Design Group, 1.5 years Hobbs & Black, 4 years TRC/Novak, 4.5 years AECOM, 1.5 years Leidos, 3.5 years Lansing Board of Water & Light, and 0.5 years GRP Engineering.

Education: Masters Certificate / 2016 / Advanced Electrical Power Systems / MTU
BS / 1978 / Electrical Engineering / Michigan Technological University
BS / 1978 / Engineering Administration / Michigan Technological University

Professional Affiliations: Institute of Electrical & Electronic Engineers (IEEE) – Life Member

Expertise: Management and Engineering experience in the following general areas:
Project Management, Electrical Power Systems, Substation Design, Protection and Controls, Systems Studies, Industrial & Commercial Power Systems, Hospital Power Systems, Emergency and Standby Generators, Wind Farm Collection Systems & Substation Design, Lighting Design, and Water and Waste Water plants

Key Projects:

Lansing Board of Water & Light

Lead engineer on the Enterprise 2015 Interconnect Project.

Lead engineer on the New Central Substation Project

Lead engineer on the West Side Reinforcement Project

Lead engineer for the Northeast Substation Cap Bank addition

Preliminary Layouts and Online Diagrams for:

- Wise Substation Double Ending
- Central Substation
- Erickson Yard Expansion and Cap Bank Addition
- Willow Substation Yard Expansion and HMI Controls
- North Creyts Line Relay Replacement
- New GM 138 Substation
- Davis Substation for GroSolar addition
- North Cryets for GroSolar addition
- New Cap Bank at North East Substation
- Review of the Canal Rd Substation Design

AECOM

- Customer interface between PSE&G and GE, on the South Waterfront 230kV Breaker Replacement project. AECOM was the program manager for this project.
- Substation projects such as breaker and transformer replacements including protection and controls.
- Wind farm project which oversaw preliminary design for permitting. The project included the 35kV collection system, the 35kV to 230kVsubstation, and 50 kilometers of 230kVdouble circuit transmission line.

- Replacement of the 15kV cables from a hydro-generator to the generator step-up transformers.

TRC / Novak Engineering

Substation Improvement Projects for American Electric Power.

- 21 Breaker Replacement 12 kV through 138 kV
- 6 Capacitor bank replacement and additions
- 5 Upgrade breaker controls and relaying
- 7 RTU upgrades and replacement
- 2 New Distribution substations
- 3 Add or Replace transformer

Collection System for a 200 MW Wind Farm

- Loss studies using Power Tools
- Underground and Overhead Collection
- Generator Step-up Transformers
- Grounding Transformers

Collection System Substation for a 200 MW Wind Farm

- 34.5 kV to 138 kV
- Four collection circuits

345 kV Inter-tie Substation expansion for a 200 MW Wind Farm

- New 138 kV Entrance
- New 138 kV to 348 kV Transformer
- New 348 kV Breaker and MOAB.
- Up graded relaying and controls

2 Guardian Pipeline 45,000 HP Compressor Stations

- New 138 kV Entrance
- New 138 kV to 13.8 kV Transformer
- New 138 kV Circuit Switcher and MOAB.
- New 13.8 kV enclosed switchgear and controls
- All electrical design from 138kV substation entrance to the 120 volt outlets in the compressor building.

Studies

- Capacitor placement study for Imperial Irrigation District's overhead and underground distribution systems using the Millsoft's Windmil program.
- Study for Alpena Power on Ferroresonance, Transformer Bank
- Review of the automatic switching for normal and alternate feeds for an industrial customer of the City of Eaton Rapids.

NICHOLAS M. ABRAITIS, PE

- Registration:** 2016 / Professional Engineer / Michigan / No. 62934
- Years of Experience:** 10 years, 4 years with Traverse City Light and Power / 6 years with GRP Engineering, Inc.
- Education:** BS / 2009 / Electrical Engineering/ Power Engineering / Michigan Technological University
- Expertise:** Substation and control system design, distribution system modeling, system studies and operations.
- Key Projects:**
- City of Marshall, Marshall, Michigan***
 - Design & commissioning of 138kV:12.5kV substation
 - Substation 15kV breaker installation project
 - Distribution recloser project design and commissioning

 - Coldwater Board of Public Utilities, Coldwater, Michigan***
 - Design & commissioning of 138kV:13.8kV substation
 - Substation arc-flash study
 - Protective relay setting calculations
 - Generation siting study
 - Commissioning tests of substation breakers and relays

 - Lansing Board of Water & Light, Lansing, Michigan***
 - Design of 138kV substation ring bus & capacitor bank project
 - Protective relay setting calculations

 - City of South Haven, South Haven, Michigan***
 - Distribution system study and modeling upgrades
 - System over current protection philosophy
 - SCADA system installation

 - Saginaw Chippewa Indian Tribe, Mt. Pleasant, Michigan***
 - SCADA system installation

 - Alpena Power Company, Alpena, Michigan***
 - Designed 34.5kV:4.16kV substation
 - Transmission & Distribution System Studies
 - System coordination and arc-flash study

 - Sebewaing Light & Water, Sebewaing, Michigan***
 - Design & commissioning of 46kV:4.16kV substation

 - Village of Paw Paw, Michigan***
 - Distribution system modeling
 - System planning, coordination and arc-flash studies

Hart Hydro Electric, Hart, Michigan

- Design & commissioning of 138kV:12.5kV substation transformer addition
- Protective relay setting calculations
- System arc-flash study

Traverse City Light & Power, Traverse City, Michigan

- Programming of SCADA system in DNP3.0 and Modbus
- Developed a net metering agreement and program
- Created distribution system model in WindMil and performed studies
- Implemented an outage management system using Milsoft Dispatch
- Developed fuse schedule and coordinated protective devices
- Design of 69kV switchyard and line relaying

City of Petoskey, Petoskey, Michigan

- Recloser replacement & controller upgrades
- Substation metering for data collection
- SCADA system installation

City of Charlevoix, Charlevoix, Michigan

- Arc-Flash analysis
- System Protection philosophy
- Substation maintenance program
- Net Metering Policy

Cloverland Electric Cooperative, Dafer, Michigan

- Reviewed and revised substation structure foundations
- Reviewed and revised substation steel structural drawings

Marquette Board of Light & Power, Marquette, Michigan

- Distribution system study and coordination study
- System arc-flash study
- 69kV tie breaker sync check & relaying panel
- MRH mini-sub ground grid design

Great Lakes Energy, Boyne City, Michigan

- Multiple distribution line reconstruction projects
- Joint-use attachment reviews and work order inspection

City of Harbor Springs, Harbor Springs, Michigan

- Line recloser and system protection coordination
- Line voltage drop study and installation/programming of voltage regulators
- Substation recloser replacement & relay testing

Lowell Light & Power, Lowell, Michigan

- SCADA system installation
- Interchange Substation relay upgrade
- System Study & 5 Year Plan

Zeeland Board of Public Works, Zeeland, Michigan

- Distribution system study and coordination Study
- ICCP SCADA control programming

NICHOLAS A. WINSEMIUS

Years of Experience: 9 years, 7.5 years with Grand Haven Board of Light and Power, 2 years with GRP Engineering.

Education: BS / 2006 / Electrical Engineering / Michigan Technological University

Professional Affiliations: Institute of Electrical & Electronic Engineers (IEEE)

Expertise: Electric distribution system planning and operation. Specializing in substation control and troubleshooting, SEL relay and RTAC programming, SCADA system programming, distribution system modeling, and GIS mapping.

Key Projects: **Grand Haven Board of Light and Power, SCADA System Upgrade**

- SCADA system upgrade and installation.
- Installed a dual-redundant server.
- Setup communication lines using VPNs over broadband internet.
- Installed SEL-3530 RTAC RTUs
- Programmed analog input, digital input, and digital control points.
- Completed RTU and control panel wiring.
- Distribution system model updates
- Distribution system planning study

City of Sturgis, Wastewater Treatment Plant Auto Transfer Switch Control Upgrade

- Troubleshoot and diagnosed control system issues.
- Designed DC schematics and wiring diagrams for control system.
- Programmed relays for generator automatic transfer switch.
- Completed installation, testing, and commissioning of the control system.
- Large load addition planning studies

Lowell Light and Power, Interchange Substation Relay Upgrade

- Assisted with the installation of SEL-351S relays.
- Programmed digital, analog and control points.
- Completed testing on all SCADA points.

City of Marshall, Marshall, Michigan

- Design & construction oversight 138kV:12.5kV substation

Coldwater Board of Public Utilities, Coldwater, Michigan

- Distribution system model updates
- System planning study

Traverse City Light & Power, Traverse City, Michigan

- Design & commissioning of 69kV:13.8kV substations

Zeeland Board of Public Works, Zeeland, Michigan

- Distribution system planning study.

KURT GREBE, Engineering Tech

Years of Experience: 17 years; 4 years The Architect Forum, 6 years Fuller-Nichols Architects, 7 years GRP Engineering, Inc.

Education: Computer-Aided Drafting / North Central Michigan College

Expertise:

- CAD – Compiling & creating construction drawings utilizing surveys, GIS data, field data, images and pdfs.
- GIS – Maintaining data and maps via field collection. Communicating effectively with clients & contractors.
- Make-Ready / Attachment Reviews – field analysis of utility poles for joint use attachments.
- Field Staking – Staking of overhead and underground power lines for construction & coordination.

Key Projects:

City of Marshall, Marshall, Michigan

- Multiple Distribution line reconstruction projects.
- Multiple Transmission line reconstruction projects.
- 138kV:12.5kV substation project.

Coldwater Board of Public Utilities, Coldwater, Michigan

- Distribution Coordination System Map
- Multiple Distribution line reconstruction projects.
- 138kV:13.8kV substation.

Traverse City Light & Power, Traverse City, Michigan

- Multiple 69kV Transmission line reconductor projects.
- Multiple Distribution line reconstruction projects.
- Multiple Distribution conversion to underground projects.
- Multiple Substation upgrade projects.
- Multiple Make Ready/Attachment reviews.

Great Lakes Energy, Boyne City, Michigan

- GIS data and mapping
- Multiple Distribution line reconstruction projects.
- Multiple Underground reconstruction projects.
- Multiple Distribution conversion to underground projects.
- Multiple Make-Ready/Attachment Reviews.

Grand Haven Board of Light & Power, Grand Haven, Michigan

- Multiple Distribution line reconstruction projects.
- Multiple Transmission line reconstruction projects.
- Multiple 13.2kV Distribution conversion to underground projects.
- Multiple Substation upgrade projects.

Alpena Power Company, Alpena, Michigan

- Multiple 35kV Transmission line reconstruction projects

City of Harbor Springs, Harbor Springs, Michigan

- Multiple Distribution line reconstruction projects
- Substation upgrade project.

City of South Haven, South Haven, Michigan

- Multiple Distribution line reconstruction projects.
- Multiple Underground reconstruction projects.
- Core City Secondary Upgrade.

Cloverland Electric Cooperative, Dafer, Michigan

- Multiple Distribution line reconstruction projects.
- Multiple Underground reconstruction projects.
- Multiple Substation upgrade projects.

Lansing Board of Water & Light, Lansing, Michigan

- 138kV substation capacitor bank project.

Lowell Light & Power, Lowell, Michigan

- Distribution line reconstruction project.

Marquette Board of Light & Power, Marquette, Michigan

- Multiple substation upgrade projects.

Petoskey Department of Public Works, Petoskey, Michigan

- Multiple 12.5kV distribution conversion to underground projects.
- Electrical Distribution Maps

KELLI WODEK, Engineering Tech

Years of Experience: 16 years; 2 years Modern Engineering contracted to General Motors,
2 years Town & Country Cedar Homes, 12 years GRP Engineering, Inc.

Education: AAS / Computer-Aided Drafting & Design Engineering Technology/ Alpena
Community College

Expertise: CAD – Compiling & creating construction drawings utilizing surveys, GIS data, field
data, images and pdfs.
GIS – Creating & maintaining data and maps. Analyze and perform quality checks
on field data. Communicating effectively with clients.
Permits – Road Commission, MDOT, MDEQ, Rail, FAA

Key Projects: **City of Marshall, Marshall, Michigan**

- 138kV:12.5kV substation

Coldwater Board of Public Utilities, Coldwater, Michigan

- Distribution Coordination System Map
- Multiple Distribution line reconstruction projects.
- 138kV:13.8kV substation

Traverse City Light & Power, Traverse City, Michigan

- Multiple 69kV Transmission line reconductor projects.
- Multiple Distribution conversion to underground projects.
- Multiple substation projects

Great Lakes Energy, Boyne City, Michigan

- GIS data and mapping
- Multiple Distribution line reconstruction projects.
- Multiple Underground reconstruction projects.
- Multiple Distribution conversion to underground projects.

Grand Haven Board of Light & Power, Grand Haven, Michigan

- Multiple Distribution line reconstruction projects.
- Multiple Transmission line reconstruction projects.
- Multiple 13.2kV Distribution conversion to underground projects.

City of South Haven, South Haven, Michigan

- Multiple Distribution line reconstruction projects.
- Multiple Underground reconstruction projects.
- Core city secondary upgrade.

Cloverland Electric Cooperative, Dafer, Michigan

- Multiple Distribution line reconstruction projects.
- Multiple Underground reconstruction projects.

Petoskey Department of Public Works, Petoskey, Michigan

- Multiple 12.5kV distribution conversion to underground projects.
- Distribution Coordination System Map
- GIS drawing integration.
- Electrical Distribution Maps

Zeeland Board of Public Works, Zeeland, Michigan

- Distribution Coordination System Map

Alpena Power Company, Alpena, Michigan

- Multiple 35kV Transmission line reconstruction projects
- Distribution Coordination System Map

Lowell Light & Power, Lowell, Michigan

- Flat River Crossing
- Electrical Distribution Mapping
- System Circuit Maps

City of Charlevoix, Charlevoix, Michigan

- Multiple Distribution line reconstruction projects.

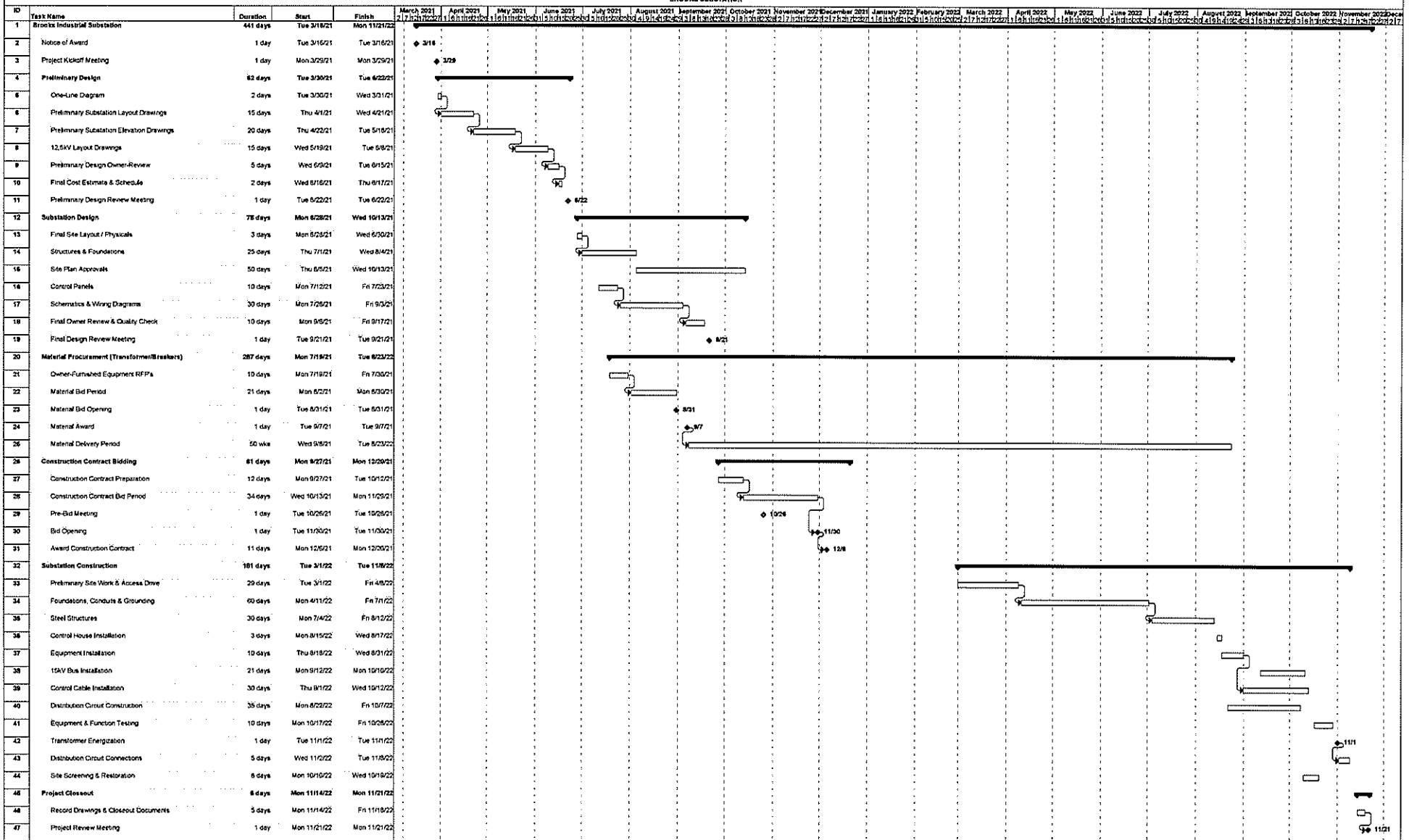
City of Harbor Springs, Harbor Springs, Michigan

- Multiple Distribution line reconstruction projects

Marquette Board of Light & Power, Marquette, Michigan

- 69kV Line Relocation, Presque Isle & Magnetic Street
- System Study & 5 year plan

CITY OF MARSHALL
BROOKS SUBSTATION





ADMINISTRATIVE REPORT
May 17, 2021 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council
FROM: Tom Tarkiewicz, City Manager
SUBJECT: Michigan South Central Power Agency – Union City Allocations

BACKGROUND: Union City will be leaving as a member of MSCPA. We have been working with the Village Manager and Village President to acquire their shares of certain assets and liabilities. With our load growth, we are needing additional transmission, power supply, and capacity. Coldwater is also desirous of the same assets, Hillsdale and Clinton have no need for extra assets.

The only liability is a retirement legacy at MERS. This retirement plan is closed so the total liability can be determined very accurately at \$200,000 over the next ten years.

The most valuable asset is 4.0 MW of transmission entitlement rights on the METC/ITC system. We need these transmission rights to bring our energy to our system. This transmission entitlement is valued at \$2.5 million but Union City is only asking \$500,000 over fifty months. Coldwater will take 60% and Marshall will take the remaining 40%.

MSCPA Corporate Counsel and AMP General Counsel are requesting the adoption of a resolution to take 40% of 1.145 MW of the AMP Fremont Energy Center which Union City can no longer retain. AFEC is a natural gas fueled power plant in Fremont, Ohio. This plant is very efficient and is low priced.

Also included is Union City’s share of the AMP Generating Station (AMPGS). AMPGS was a planned 750 MW coal fired power plant in Meigs County, Ohio, that was never built. AMP and the project participants own the land. Union City has a 0.5 MW share of the project or 0.067%. If the land was to be sold for \$1,000,000 the City would receive 40% of \$667.

RECOMMENDATION: It is recommended that the Council adopt the Resolution

FISCAL EFFECTS: There will be savings in the use of the transmission entitlement rights and the purchased power from the AFEC plant.

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,

Tom Tarkiewicz
City Manager

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

RESOLUTION APPROVING THE ASSUMPTION OF INTERESTS OF THE VILLAGE OF UNION CITY, MICHIGAN IN THE FREMONT AND AMPGS POWER SALES CONTRACTS AND SUPPLEMENTS THERETO AND OTHER MATTERS

City of Marshall
County of Calhoun, State of Michigan
Resolution Number ___ - ___

Minutes of a regular meeting of the City Council of the City of Marshall, County of Calhoun, State of Michigan held on the 17th day of May, 2021, at 7:00 p.m., prevailing Eastern Time.

PRESENT: _____

ABSENT: _____

The following preamble and resolution were offered by Member

_____ and supported by Member _____

WHEREAS, the City of Marshall (the "City") owns and operates an electric utility system for the sale of electric power and associated energy for the benefit of its citizens and taxpayers; and

WHEREAS, the City is also a member of American Municipal Power, Inc., ("AMP"); and

WHEREAS, the City, along with other AMP Members (collectively "AFEC Participants"), entered into a Power Sales Contract regarding the American Municipal Power Fremont Energy Center dated June 15, 2011 ("AFEC PSC"); and

WHEREAS, the City, along with other AMP Members (collectively "AMPGS Participants"), entered into a Power Sales Contract regarding the American Municipal

Power Generating Station dated November 1, 2007 (“AMPGS PSC”, and together with the AFEC PSC, the PSCs); and

WHEREAS, in order to obtain such sources of electric capacity and energy, each Participant purchases its PSCR Share (as defined in the PSCs) of the output of the Power Sales Contract Resources (as defined in the PSCs) from AMP; and

WHEREAS, the City has determined that it requires additional electric capacity and energy; and

WHEREAS, the Village of Union City, Michigan is a Participant under the PSCs (“Assignor”); and

WHEREAS, the City desires to accept the assignment of and assume 429 kW of Assignor’s AFEC PSCR Share (the “AFEC Assigned Share”) and 188 kW of Assignor’s AMPGS PSCR Share (the “AMPGS Assigned Share”, and together with the AFEC Assigned Share, the “Assigned Shares”) along with the related rights and obligations of Assignor under the PSC, including, without limitation, any obligation of Assignor to purchase Step Up Power and pay Step Up Costs related to those PSCR Shares (as such terms are defined in the PSCs) (the “Assignments”); and

WHEREAS, AMP, on behalf of the remaining Participants, has waived or will waive, upon the effectiveness of this Resolution and certain other prerequisites, the right of first refusal to assume Assignor’s rights under the PSCs; and

WHEREAS, the City and Assignor desire to enter into an Assignment and Assumption Agreement in connection with each of AFEC and AMPGS (each, an “Assignment Agreement”) which sets forth the parties’ respective rights and obligations with regard to the respective Assignment.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Assignments are hereby authorized and the Assignment Agreements, in substantially the forms on file with the City Clerk, are hereby approved, and the Mayor and the City Clerk are authorized and directed, upon request of the City Council to execute on behalf of the City a final form of each Assignment Agreement, substantially in the form approved by this resolution with such completions and changes therein as may be necessary and approved by the City Attorney.

2. The City is hereby authorized through the execution and delivery of the Assignment Agreement, to acquire the Assigned Shares of Assignor, and the Mayor and City Clerk, and each of them, are authorized to execute and deliver any and all documents necessary for the City to acquire Assignor's Assigned Shares and to carry out Assignor's related obligations under the PSCs.

3. If any section, subsection, paragraph, clause or provision or any part thereof of this resolution shall be finally adjudicated by a court of competent jurisdiction to be invalid, the remainder of this resolution shall be unaffected by such adjudication and all the remaining provisions of this resolution shall remain in full force and effect as though such section, subsection, paragraph, clause or provision or any part thereof so adjudicated to be invalid had not, to the extent of such invalidity, been included herein.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are and the same hereby are rescinded.

5. This resolution shall take effect at the earliest date allowed by law.

AYES: _____

NAYS: _____

4836-8025-2902, v. 1



ADMINISTRATIVE REPORT
May 17, 2021 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members

FROM: Tom Tarkiewicz, City Manager

SUBJECT: Appointment to the Downtown Development Authority/Local Development Finance Authority

BACKGROUND: The Downtown Development Authority and Local Development Finance Authority are created under State statutes. The Authorities are established to provide revenues for development of downtowns and industrial areas. Both Authorities are created for development and both are partners with the Marshall Area Economic Development Alliance.

The State statute requires the City Manager to recommend Board appointments. Jim Pardoe has moved from the community. It is recommended that Mike Beck be appointed to the unexpired term expiring September 15, 2021.

RECOMMENDATION: It is recommended that the City Council approve the appointment of Mike Beck to the Downtown Development Authority and Local Development Finance Authority for a term expiring September 15, 2021.

FISCAL EFFECTS: None at this time.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Tom Tarkiewicz
City Manager

23 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com



CITY OF MARSHALL BOARDS & COMMISSIONS APPLICATION

Your interest and willingness to serve the City of Marshall is appreciated. The purpose of this application is to provide the Mayor and Council with basic reference data and information pertaining to residents being considered for appointment to a City board or commission. The information supplied on this form will be available for the Mayor and Council and may be used for their deliberation concerning such appointments.

Date May 5, 2021

Applicant Name E. Michael Beck "Mike"

Address 9945 D Drive North, Battle Creek, MI 49014

Home Phone cell # 517-202-3693 Work Phone same

E-Mail Address mbeck@commoncitizen.com

How long have you lived in the City of Marshall? not a resident

Education some college

Community Experience and Affiliations: former Member Marshall DDA, former

Member and Vice-Chair Marshall Chamber, former member and Vice-Chair

MAEDA, current Board President Marshall Civic Center Trust (Franke Center)

current Vice President Marshall Manufacturers Association

Please specify the Board/Committee sought: DDA/LDFA

Why would you like to serve in this capacity? Include experience or expertise relevant to board or committee for which you are applying.

have extensive experience in commercial and industrial development and
great familiarity with Marshall Industrial Park, LDFA and DDA operations

references and resume available if requested

Can you commit to attend all meeting: **Yes** or No

Please feel free to attach a resume, brief bio, hobbies, former committee work, etc.