



## MARSHALL CITY COUNCIL AGENDA

MONDAY – 7:00 P.M.

April 16, 2018

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) INVOCATION – Ralph McCarty, East Eckford Community 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. Schedule Public Hearing – Zoning Amendment #RZ18.01 to rezone 510 Industrial Road P. 4

City Council will consider the recommendation to schedule a public hearing for May 7, 2018 to hear comment on Zoning Amendment Application #RZ18.01 to rezone 510 Industrial Road from MFRD (Multi-Family Residential) to I-1 (Research and Technology).

B. 2018-2021 Albion-Marshall Connector Agreement P. 8

City Council will consider the recommendation to approve the agreement with Albion to continue the Albion-Marshall Connector service beginning July 1, 2018 through June 30, 2021.

C. FY 2019 Proposed Budget Message P. 14

City Council will receive the City Manager's transmittal letter for the FY 2019 Proposed Budget.

D. Annual Poppy Sales P. 24

City Council will consider the request by the American Legion to conduct their Annual Poppy Sales on May 18, 2018 and May 29, 2018.

E. City Council Minutes P. 25

Work Session..... Monday, March 19, 2018

Regular Session..... Monday, March 19, 2018

F. City Bills P. 29

Regular Purchases..... \$ 158,581.02

Regular Purchases..... \$178,508.29

Weekly Purchases – 3/16/18..... \$87,483.57

Weekly Purchases – 3/26/18..... \$22,840.35

Weekly Purchases – 3/30/18..... \$11,188.71

Weekly Purchases – 4/6/18..... \$47,260.72

Total ..... \$ 505,862.66

Mayor:

Jack Reed

Council Members:

Ward 1 - Kari Schurig

Ward 2 - Nick Metzger

Ward 3 - Brent Williams

Ward 4 - Michael McNeil

Ward 5 - Robert Costa

At-Large - Joe Caron



## 8) PRESENTATIONS AND RECOGNITIONS

- A. Boy Scout – Eagle Scout Award P. 38  
City Council will recognize Josh Kilbourn on the occasion of earning the rank of Eagle Scout.

## 9) INFORMATIONAL ITEMS

- A. Event Report – 4<sup>th</sup> Annual Ride of Silence P. 39  
B. Event Report – Civil War Re-enactment March P. 40  
C. Event Report – Blues Fest P. 41  
D. Event Report – 2018 Chicken BBQ P. 42

## 10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

## 11) OLD BUSINESS

## 12) REPORTS AND RECOMMENDATIONS

- A. Sediment Testing Services for Hydro Dam P. 43

City Council will consider the recommendation to approve awarding the dam impoundment sampling services contract to the only conforming bidder, Trimedia Environmental & Engineering of Marshall, MI in the amount of \$167,110 with a \$16,000 contingency and authorize the City Clerk to sign the contract. It is also recommended the Council approve a budget adjustment increasing Capital Outlay account 582-900-970.21 by \$183,110.

- B. Athletic Field Renovations P. 46

City Council will consider the recommendation to approve the bid from Water Management Specialists in the amount of \$40,817 for the Athletic Field renovations and approve a budget adjustment increasing revenue account 208-000-587.00 (Local Recreation Grants) by \$37,500 and increasing expenditure account 208-751-970.00 (Capital Outlay) by \$40,817.

- C. Major Street Milling and Paving and Brewer Street Watermain Replacement Project P. 48

City Council will consider the recommendation to approve the milling, paving and concrete bid from Rieth & Riley of Kalamazoo, MI for the amount of \$252,871.26 with an additional contingency amount of \$22,128.74 for a total of \$275,000.00.

City Council will consider the recommendation to award the bid for the watermain replacement on N. Brewer Street to RJT Construction of Jackson, MI in the amount of \$54,851 with an additional contingency amount of \$5,149 for a total of \$60,000.

City Council will consider the recommendation to approve a budget adjustment of \$202,297, increasing revenue account 202-000-570.00 (State Operating Assistance) to account for the reimbursement from MDOT for the road improvement portion of the project that was not budgeted for.

- D. Bucket & Digger Truck Purchases P. 50

City Council will consider the recommendation to approve the purchase of the bucket truck and digger derrick truck from Terex Utilities, Whitehouse, TN and to enter into a "lease to own" agreement for \$457,516 in purchases from a provider approved by the Finance Director and City Manager.



**E. Labor Contracts for the FiberNet Project – Phase IV**

**P. 51**

City Council will consider the recommendation to approve awarding the underground construction of FiberNet Phase IV to the low bidder, Challenger Technology of Jackson, MI in the amount of \$114,188.76 with an \$11,000 contingency and authorize the City Clerk to sign the contract.

**F. Labor and Material Contracts for the FiberNet Project – Phase V**

**P. 53**

City Council will consider the recommendation to approve the expediting of the FiberNet Project by using the same unit prices contained in the contract that was awarded to Earthcom by City Council on October 2, 2017 for Phase II of the FiberNet Project for the construction of Phase V of the project in an amount not to exceed \$253,500 with a \$25,000 contingency and authorize the City Clerk to sign the contract.

City Council will consider the recommendation to approve the acquisition of major materials for Phase V of the FiberNet Project from suppliers who have previously been awarded unit priced material supply contracts (base on low bids) for Phase II of the FiberNet Project at the same unit prices plus a 3% inflationary factor for Phase V in an amount not to exceed \$64,000.

**G. Purchase of Underground Fiber Optic Service Installation Plow**

**P. 55**

City Council will consider the recommendation to approve the purchase of a vibratory plow from Vermeer, Fowlerville, MI, in the amount of \$23,950.00 and authorize the City Clerk to sign the purchase agreement.

**13) APPOINTMENTS / ELECTIONS**

**14) PUBLIC COMMENT ON NON-AGENDA ITEMS**

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

**15) COUNCIL AND MANAGER COMMUNICATIONS**

**16) ADJOURNMENT**

Respectfully submitted,

Tom Tarkiewicz  
City Manager

**April 16, 2018**



**ADMINISTRATIVE REPORT  
APRIL 16, 2018 - CITY COUNCIL MEETING**

**REPORT TO:** Honorable Mayor and City Council Members

**FROM:** Trisha Nelson, City Clerk  
Tom Tarkiewicz, City Manager

**SUBJECT:** Set public hearing for May 7, 2018 to consider Zoning Amendment #RZ18.01 to rezone 510 Industrial Road from MFRD (Multi-Family Residential) to I-1 (Research and Technology)

**BACKGROUND:** Aaron Morse owner of 510 Industrial Road has applied for the property to be rezoned from MFRD (Multi-Family Residential) to I-1 (Research and Technology). The property is for sale and the adjacent property is also currently zone as I-1.

The Planning Commission received Mr. Morse's request at their regular meeting on March 14, 2018 and held a public hearing on the matter at their regular meeting on April 11<sup>th</sup>. No public was present to comment.

After the public hearing, the Planning Commission worked through a Zoning Amendment worksheet and found the requirements to be in favor of the rezoning. The worksheet addressed the following criteria:

- (1) The proposed zoning district is more appropriate than any other zoning district, or more appropriate than adding the desired use as a special land use in the existing zoning district.
- (2) The property cannot be reasonably used as zoned.
- (3) The proposed zone change is supported by and consistent with the goals, policies and future land use map of the adopted city master plan. If conditions have changed since the plan was adopted, as determined by the Planning Commission, the consistency with recent development trends in the area shall be considered.
- (4) The proposed zone change is compatible with the established land use pattern, surrounding uses, and surrounding zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values, and is consistent with the needs of the community.
- (5) All the potential uses allowed in the proposed zoning district are compatible with the site's physical, geological, hydrological and other environmental features.
- (6) and The change would not severely impact traffic, public facilities, utilities, the natural characteristics of the area, or significantly change population density, and would not compromise the health, safety, and welfare of the city.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

- (7) The rezoning would constitute and create an isolated and unplanned district contrary to the city master plan which may grant a special privilege to one landowner not available to others.
- (8) The change of present district boundaries is consistent in relation to existing uses, and construction on the site will be able to meet the dimensional regulations for the proposed zoning district listed in the schedule of regulations.
- (9) There was a mistake in the original zoning classification, or a change of conditions in the area supporting the proposed rezoning.
- (10) Adequate sites are neither properly zoned nor available elsewhere to accommodate the proposed uses permitted in the requested zoning district.

**MOTION** by Hubbell, supported by Banfield, to recommend to the City Council the approval of the Zoning Amendment Application #RZ18.01 to rezone 510 Industrial Road from MFRD (Multi-Family Residential) to I-1 (Research and Technology). On a roll call vote; ayes: Banfield, Bomia, Hubbell, Rodgers, and Zuck, and McNiff; nays: none. **MOTION CARRIED.**

**RECOMMENDATION:** The Planning Commission recommends that City Council set a public hearing for Monday, May 7, 2018 to hear comments on Zoning Amendment Application #RZ18.01 to rezone 510 Industrial Road from MFRD (Multi-Family Residential) to I-1 (Research and Technology).

**FISCAL EFFECTS:** None at this time.

**CITY GOAL CLASSIFICATION: GOAL AREA I. ECONOMIC DEVELOPMENT**


**Goal Statement:** Sustain and intensify the economic vitality of the Marshall area.  
*Creative redevelopment of vacant commercial and industrial property.*

**ALTERNATIVES:** As suggested by Council.

Respectfully submitted,



Trisha Nelson  
City Clerk



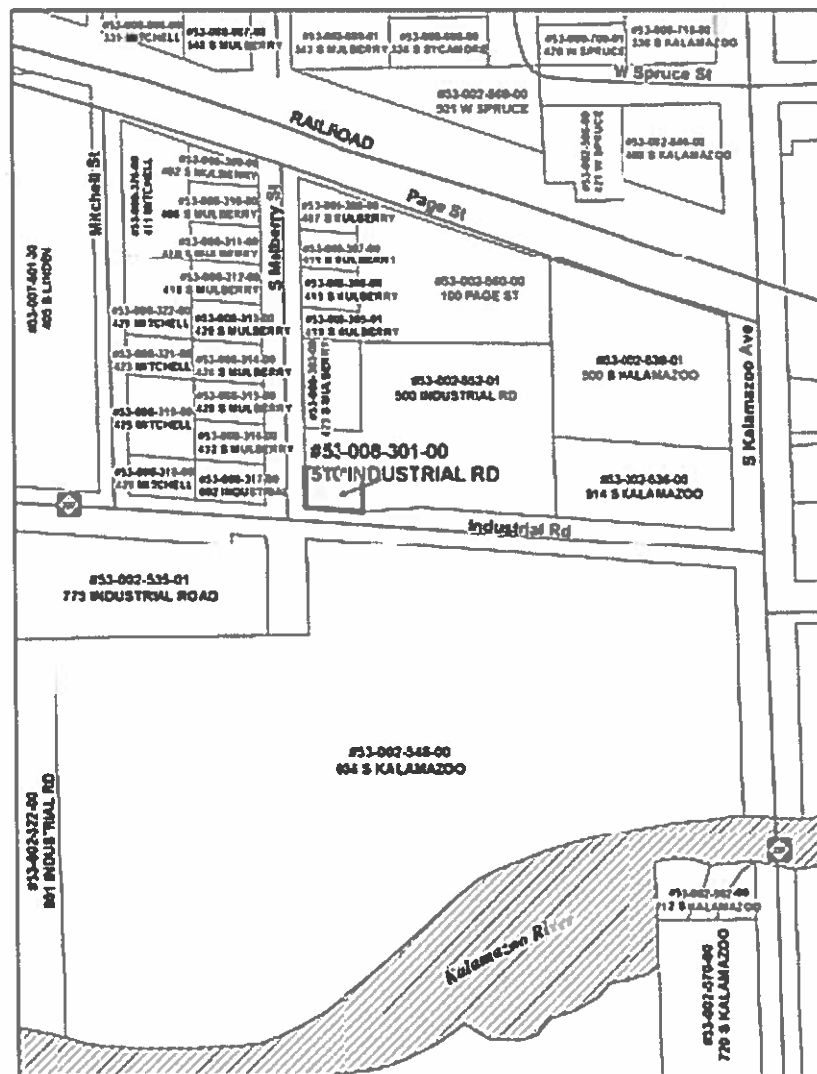
Tom Tarkiewicz  
City Manager

**CITY OF MARSHALL  
ORDINANCE #2018-##**

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF MARSHALL SO AS TO CHANGE THE ZONING OF ONE PARCEL OF REAL PROPERTY AT 510 INDUSTRIAL ROAD, PARCEL #53-008-301-00 FROM THE ZONING DISTRICT OF MULTI-FAMILY RESIDENTIAL (MFRD) TO RESEARCH AND TECHNOLOGY (I-1).

THE CITY OF MARSHALL, MICHIGAN ORDAINS:

Section 1. Pursuant to the authority granted in Section 7.1 of the Marshall City Code, the Zoning Map of the City of Marshall is hereby amended so as to change the zoning district for the below described properties from Multi-Family Residential (MFRD) to Research and Technology (I-1).



Property Descriptions

**PARCEL #53-008-301-00**

THAT PART OF LOT#1 OF MARTIN AND HATCH'S ADDITION TO THE CITY OF MARSHALL LYING N OF INDUSTRIAL RD, THE SAME BEING ALSO DESCRIBED AS:

BEG AT NE COR LOT 1 OF MARTIN AND HATCH' S ADDITION TO THE CITY OF MARSHALL; TH S ALG E LN OF SD LOT, 46.0 FT TO PT O N ROW LN OF THE OLD D.T. & M RR; TH S 84 DEG 59' 30" E ALG SD LN, 30.0 FT; TH NELY ALG A CURVE TO RT, 185.0 FT (RADIUS 369.0 FT, CHORD N 51 DEG 45' E 183.0 FT); TH S 69 DEG 31' 26" W 184.88 FT TO POB.

Common Addresses

510 Industrial Road

Section 2. This Ordinance or a summary thereof shall be published in the *Marshall Chronicle*, a newspaper of general circulation in the City of Marshall qualified under state law to publish legal notices, within ten (10) days after its adoption. This Ordinance shall be recorded in the Ordinance Book and such recording shall be authenticated by the signature of the Mayor and the City Clerk.

Section 3. This Ordinance is declared to be effective immediately upon publication.

Adopted and signed this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Jack Reed, MAYOR

\_\_\_\_\_  
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 an ordinance approved by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on May 7, 2018, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available by said Act.

\_\_\_\_\_  
Trisha Nelson, CITY CLERK



**ADMINISTRATIVE REPORT**  
**April 16, 2018 - CITY COUNCIL MEETING**

**REPORT TO:** Honorable Mayor and City Council Members

**FROM:** Elizabeth Renaud, Transportation Manager  
Jon Bartlett, Finance Director  
Tom Tarkiewicz, City Manager

**SUBJECT:** 2018-2021 Albion-Marshall Connector Agreement

**BACKGROUND:** On August 8, 2017, the Marshall City Council approved an agreement (expiring on June 30, 2018) between Marshall and Albion to continue the Albion-Marshall Connector (AMC) Service.

On October 17, 2017, the Transportation Manager, City Treasurer, City Manager, and Finance Director began meeting on a monthly basis with representatives from the City of Albion, Oaklawn Hospital, Marshall Public Schools, County Senior Services, Forks Senior Center, Calhoun County, Battle Creek Community Foundation, Albion Community Foundation, Marshall Community Foundation, and Marshall Academy to discuss future funding options for the AMC. Discussion by those in attendance was that "year to year" funding was not in the AMC's best interest and that finding a secure funding stream thru June 30, 2021 was the best route to take. The hope is that by June 2021, a County-Wide Transportation System will be approved and will take the place of the AMC.

Certain representatives were able to commit funding for all three years, including Oaklawn Hospital, City of Albion, and Marshall Public Schools. Other representatives will have to seek approval from their organization or board on a yearly basis. Funding commitments have been for FY2019 by Senior Services, Carewell Services, and the Battle Creek Community Foundation. Other funding and grant approvals are pending.

The AMC has been and will remain a separate account with the City but is included in the request for federal and state funding. It is projected that federal and state funds will cover approximately 57.5% of the cost of the service, Albion's share is 34.5%, and the remaining 8% of expenses will be covered by passenger fares.

As with assessing services, Albion requested an agreement (attached) between our communities regarding the AMC service. Albion City Council approved the agreement on March 19, 2018 at their City Council Meeting.

**RECOMMENDATION:** Staff recommends that City Council approve the agreement with Albion to continue the Albion Marshall Connector service beginning July 1, 2018 through June 30, 2021.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com



**FISCAL EFFECTS:** None at this time.

**CITY GOAL CLASSIFICATION:**

**GOAL AREA 1. ECONOMIC DEVELOPMENT**

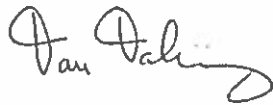
**Goal Statement:** Sustain and intensify the economic vitality of the Marshall area.

**GOAL AREA 2. QUALITY OF LIFE**

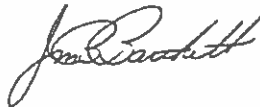
**Goal Statement:** To achieve and sustain a concentrated effort to promote a vibrant community atmosphere in the Marshall area.

**ALTERNATIVES:** As suggested by Council.

Respectfully submitted,



Tom Tarkiewicz  
City Manager



Jon Bartlett  
Finance Director



Elizabeth Renaud  
Transportation Manager

## **ALBION-MARSHALL CONNECTOR AGREEMENT**

This Agreement is entered into pursuant to the Urban Cooperation Act (hereinafter "UCA"), MCL 124.501 et. Seq., this 19<sup>th</sup> day of March, 2018, by and between the City of Albion, a Michigan municipal corporation, with offices at 112 Cass Street, Albion, Michigan 49224 (hereinafter "Albion") and the City of Marshall, a Michigan municipal corporation, with offices at 323 West Michigan Avenue, Marshall, Michigan 49068 (hereinafter "Marshall").

WHEREAS Albion and Marshall are public agencies as defined in the UCA;

WHEREAS Marshall and Albion wish to, pursuant to Section 4 of the UCA, share certain powers which each might exercise separately;

WHEREAS Marshall and Albion, as allowed by the UCA, wish to collaborate in the provision of local public transportation in the form of the Albion-Marshall Connector;

WHEREAS, Marshall, currently administers the Albion-Marshall Connector for the mutual benefit of the citizens of Albion and Marshall; and

WHEREAS, Albion wishes to contract with Marshall for the continued provision of public transportation services as set forth herein;

WHEREAS, Marshall and Albion are seeking the necessary funding to continue the Albion-Marshall Connector service up until a potential County-wide transportation service is offered.

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties hereby agree as follows:

### **1. Obligations of Marshall.**

1.1 The City of Marshall shall provide the following public transportation services to Albion during the term of the Agreement, including the following:

a. Continued operation of the Albion-Marshall Connector, providing transportation for citizens of Albion and Marshall, between the cities of Albion and Marshall;

1.2 Maintain no-fault insurance coverage on any and all vehicles used for the Albion-Marshall Connector;

### **2. Term.**

2.1 This agreement shall be effective for a term commencing on July 1<sup>st</sup>, 2018 and shall remain in full force and effect until June 30, 2021 or as long as funds remain available. If the City of Marshall finds that the funds will not extend through June 30, 2021, the City of Marshall will contact the Albion City Manager as soon as possible to discuss the funding situation. This agreement may be extended or renewed upon mutual agreement of the parties.

### **3. Payment For Services.**

3.1 The parties acknowledge and agree that the annual cost to Marshall to provide the Albion-Marshall Connector is approximately Thirty-Thousand (\$30,000.00) Dollars more than the revenue generated by operation of the service from all sources, including fees generated through fares collected from riders. To cover this short-fall in revenue, the parties agree as follows:

3.2 Albion will pay to Marshall the sum of Three Thousand (\$3,000.00) dollars per year for a period of three (3) years for the operation of the Albion-Marshall Connector, unless this agreement is otherwise terminated as provided herein.

3.3 Albion shall further coordinate with other local funding organizations to obtain funding for the additional Twenty-Seven Thousand (\$27,000.00) Dollars, or such other amount as the parties may agree to in writing, necessary to operate the Albion-Marshall Connector.

3.4 Marshall may, but is not required to separately fundraise, or assist Albion with fundraising or grant preparation to fulfill this obligation. Either party may identify funding opportunities that may be pursued jointly, or separately, as may be appropriate, but nothing in this Agreement shall obligate either party to pursue any specific funding opportunity, particularly if pursuing that funding opportunity would result in an additional, direct cost to either party.3.5

At least annually, on or before June 30, and concurrently with Marshall's budgetary process, the parties agree to review Marshall's financial records to determine the difference, during the preceding twelve months between the total expenditures and revenues received by Marshall from state and federal funding and farebox revenues, for the purpose of adjusting the amount of additional funds to be raised by Albion according to paragraph 3.3, above.

3.6 Should either party determine, in their sole discretion, that the additional revenue contributions required by Paragraphs 3.2 and 3.3 above have not been, or are not like to be, raised by Albion and paid to Marshall, this agreement may be immediately terminated by written notice of the terminating party to the other party.

3.7 If this agreement is terminated pursuant to Section 3.6, or Section 4 below, after all expenses incurred before termination are paid, any remaining contributions actually paid to the City of Marshall under Paragraphs 3.2 and 3.3 above, will be returned to the entity or person making those contributions on a pro-rata contribution basis.

3.8 All funds paid to Marshall under Paragraphs 3.2 and 3.3 above shall be used solely for the operation of the Albion-Marshall Connector.

3.9 Any funds paid directly to the Marshall, but clearly earmarked in writing by the payee for the operation of the Albion-Marshall connector, shall be credited by Marshall to Albion's obligation under Paragraph 3.3, above.

3.10 To the extent funds are received that exceed Albion's obligation under Paragraph 3.3 above, Albion's obligation described in paragraph 3.1 may, at the written option of Albion, be used to reduce up to, but not to exceed the full amount of Albion's annual payment obligation in Paragraph 3.2. The remaining excess funds, and any portion which Albion does not elect to use to reduce its Paragraph 3.2 contribution shall be added to a Albion-Marshall Connector fund balance and used only for the operation of the Albion-Marshall Connector.

#### **4. Termination of Agreement.**

4.1 If Marshall fails to fulfill in a timely and proper manner its obligation under this agreement, or shall violate any of the covenants, agreements and stipulations herein, Albion shall give Marshall written notice of such breach, and in the event that Marshall has not remedied such breach within thirty (30) days, Albion, within its sole discretion, shall have the right to terminate this Agreement. Such termination, in the event that the breach has not been remedied, shall take immediate effect upon the expiration of the thirty (30) day notice period.

4.2 Either party may terminate this Agreement at any time, with or without cause, if it is their decision that termination is in the party's best interests. The terminating party will provide no less than ninety (90) days written notice to the other party.

4.3 Payment will be made for all services provided under this agreement up to and including the effective date of the termination of services.

#### **5. General Terms and Conditions.**

5.1 This Agreement constitutes the complete expression of the agreement between Marshall and Albion on the subjects contained herein and there are no other oral or written agreements or understandings between the entities concerning these subjects. Any prior agreements or understandings on the matters addressed in this Agreement are hereby rescinded, revoked or terminated.

5.2 This Agreement shall be interpreted under the laws of the State of Michigan. If any portion is held to be illegal, invalid, or unenforceable, the remainder of the Agreement shall be deemed severable and shall remain in full force and effect.

5.3 Any notices pursuant to this Agreement shall be sent to the parties and shall be directed to the persons and addresses stated below:

City of Marshall  
City Manager  
323 West Michigan Avenue  
Marshall, MI 49068

City of Albion  
City Manager  
112 Cass Street  
Albion, MI 49224

5.4 Marshall warrants and represents that its personnel who will perform the services under this Agreement are fully qualified and have all required licenses and/or certifications to perform the services described herein. Marshall further represents and agrees that its relationship to Albion and its performance under this contract is that of an independent contractor. It is clearly understood that each party shall act in its individual capacity and not as an agent, employee, partner, joint venture, or associate of the other. An employee or agent of Marshall shall not be deemed or construed to be the employee or agent of Albion for any purpose whatsoever. Marshall employee(s) providing services to Albion hereunder shall not be entitled to compensation in the form of salaries, or any type of fringe benefits by Albion. At all times, the personnel provided by Marshall will be covered by Marshall's workers' compensation coverage.

5.5 Marshall agrees, to the extent allowed by law, to indemnify Albion for any and all claims, actions, damages, liability, costs, and expenses, including attorney fees, incurred primarily as a result of the actions or inactions of Marshall's elected and appointed officials, employees, officers





**ADMINISTRATIVE REPORT**  
**April 16, 2018 – CITY COUNCIL MEETING**

**TO:** Honorable Mayor and City Council

**FROM:** Jon B. Bartlett, Finance Director  
Tom Tarkiewicz, City Manager

**SUBJECT:** FY 2019 Proposed Budget Message

**BACKGROUND:** On April 6, 2018, the City Manager distributed the proposed FY 2019 budget to Council Members for review and to solicit comments. Attached is the City Manager's transmittal letter. A work session to review and discuss the FY 2019 Proposed Budget is scheduled on Saturday April 21, 2018 from 8:30 am to Noon in the City Hall Training Room. If you have any questions prior to the work session, please feel free to contact the City Manager or Finance Director.

Respectfully submitted,

Jon B. Bartlett  
Finance Director

Tom Tarkiewicz  
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

## City Manager's Budget Message

Date: April 2, 2018

To: Honorable Mayor, City Council and Citizens of Marshall

Subject: Transmittal of the **FY 2019 Proposed Budget**, Fiscal Year Ending June 30, 2019

Dear Mayor, Council Members and Citizens:

I am pleased to provide the proposed two-year fiscal plan that includes the fiscal year 2019 Proposed Budget and 2020 Projected Budget. The two-year fiscal plan projects the anticipated revenue and expenditures over two years and includes strategies to establish an operating fiscal plan that is balanced with the projected revenues and the use of fund reserves. The first year of the plan is the proposed FY 2019 budget, as required by Section 9.02 of the City Charter, and the second year fiscal plan, FY2020, is only a projection based on the information known to administration today.

### **OVERVIEW OF CITY BUDGET**

Listed below are some of the highlights of the FY 2019 Proposed Budget.

- The General Fund budget, exclusive of Recreation, MRLEC Operations, Farmer's Market, and Airport activities, contained in this document is balanced with no use of fund balance for FY2019.
- The FY2019 MRLEC Operations budget projects a \$38,607 use of fund reserves. In 2017, the City, State, and County met and reviewed the first 18 months of revenue and expense activity and reset each entities monthly rent amount. The projected ending fund balance for FY2019 of \$45,627 is 45.8% less than the projected fund balance for FY2018.
- The Recreation Department budget for FY2019 is projected to have a budget surplus of \$6,143 with an ending FY2019 fund balance of \$241,564.
- Farmer's Market is projecting a \$5,245 budget surplus for FY2019 which will result in an ending fund balance of \$38,938 or a 15.6 % increase over the estimated ending fund balance for FY2018.
- The Compost Fund has been eliminated, and all compost related activity is now recorded within the General Fund as a separate department (101-442).
- The FY2019 Airport Fund budget projects the use of \$1,013 of fund balance. The projected total fund balance of the Airport Fund at the end of FY2019 is \$2,506 or a 28.8% decrease from FY2018.
- The FY2019 Major Street Fund budget projects a use of fund balance in the amount of \$259,904 or 44.5%. The projected ending FY2018 fund balance for Major Streets is \$583,846 which exceeds the City's Fund Balance Policy thus the planned use of reserves.

- The FY2019 Local Streets Fund budget projects a use of fund balance in the amount of \$47,933 or 13.15%. The projected FY2018 fund balance for Local Streets is \$364,597 which exceeds the City's Fund Balance Policy thus the planned use of reserves.
- The FY2019 DDA and LDFA budgets project the use of \$7,756 of fund balance.
- The recommended staffing level for all funds is 85, which is a decrease of 3 FTE's from staffing levels in the FY 2018 Adopted Budget. Staff reductions include the Assistant Assessor, DART driver, and Director of Community Services.

### **GENERAL FUND**

- The projected General Fund revenues (excluding Recreation, MRLEC, Farmer's Market, and Airport activities) for FY 2019 is \$6,612,422. This is approximately .8% above the projected revenue for FY 2018.
- The projected General Fund expenditures (excluding Recreation, MRLEC, Farmer's Market, and Airport activities) for FY 2019 are estimated at \$6,611,535, an increase of .3% over the FY 2018.
- The payroll line item (702.00 or 710.00) in the various funds reflects wage increases for union personnel based on existing contracts and a 2% wage increase in FY2019 for non-union personnel.
- Data processing charges are spread throughout the various funds based on the needs of each department. The costs are shown in line item 941.01.
- Motor pool vehicle rental line item 941.00 in the various funds reflects a cost based on actual annual cost estimates for each individual vehicle or piece of equipment
- The General Fund-Recreation for FY19 is supported by \$179,127 in revenues derived from 0.9393 millage levy and user fees of \$223,403.
- The General Fund-Airport estimated revenue of \$167,920, includes a \$62,000 subsidy from the General Fund and is also supported by fuel sales (\$76,100) and hangar rents (\$29,800).
- The overall General Fund projected fund balance at the end of FY2019 is \$1,905,116 which is very close to the FY2018 projected ending fund balance of \$1,904,229.



# CAPITAL PROJECTS FY 2019

## **General Fund:**

PSB - Repair Parking Lot	24,000
Repair City Owned Parking Lots	15,000
Replace HVAC Unit at CH	7,500
Fire Hose Replacement	5,400
Cemetery Road Restoration	5,000
ADA Compliant Doors - City Hall	10,400
Replace Eave troughs - City Hall	<u>7,200</u>
	74,500

## **General Fund - Airport:**

Terminal Building	12,500
-------------------	--------

## **MVH Major Streets:**

Street/Bridge Projects - TBD	315,000
------------------------------	---------

## **MVH Local Streets:**

Street Projects - TBD	220,500
-----------------------	---------

## **LDFA:**

Watermain Loop in Industrial Park	500,000
-----------------------------------	---------

**DDA:**

Wayfaring Signage	15,000
-------------------	--------

**Marshall House:**

Apartment Renovations	88,000
New Ceiling Tiles and Lights - Common Areas	36,000
Hallway Flooring	14,500
Replace Steel Service Doors	8,000
	<u>146,500</u>

**Electric:**

Tuck Point & Seal Bricks at Powerhouse	40,000
Substation Relay Replacement	30,000
Circuit Upgrade 4Kv to 12Kv	250,000
Pole Replacement	40,000
Replace Underground Lines - Wooded Lane	100,000
	<u>460,000</u>

**FiberNet:**

Complete FiberNet Project	700,000
---------------------------	---------

**DART:**

New Buses	295,040
-----------	---------

**Wastewater:**

Raw Sewage Pump VFD	30,000
Sanitary Sewer Assessment Contract	<u>94,000</u>
	124,000

**Water:**

S. Marshall Ave Water Main	11,550
New Siding on Well Houses	15,000
New Office Area at Treatment Plant	40,000
Replace Roof & Paint Exterior WTP	32,000
Install 16" Valve at Treatment Plant	34,000
Upgrade SCADA at Treatment Plant	<u>90,000</u>
	222,550

**Data  
Processing:**

Replacement Projects - System Upgrades	40,000
--	--------

**Motor Pool:**

Replace (2) Zero-Turn Mowers, Replace 113	42,012
---	--------

**MOTOR VEHICLE HIGHWAY (MVH)**  
**MAJOR & TRUNKLINE**

MVH Major & Trunkline source of revenue is the State of Michigan Act 51 monies based on a formula taking into account population and the number of street miles (14.38 miles) categorized as major and trunkline streets. It is anticipated that for FY 2019, the total expenditures will be higher than revenues in an amount of \$259,904, and the fund balance at year end for the Major Street Fund is estimated to be \$323,942.

**MOTOR VEHICLE HIGHWAY (MVH) LOCAL**

As with the MVH Major, the revenue source for this fund is the State of Michigan Act 51 monies based on the formula using population and the number of local street miles (25.76 miles). Projected revenues for FY 2019 total \$387,070. This includes \$209,870 in Act 51 revenues and a \$175,000 transfer from Major Street Fund. It is anticipated that the FY2019 ending fund balance for the Local Street Fund will be \$316,664.

**LEAF, BRUSH AND TRASH REMOVAL**

The Leaf, Brush and Trash Removal Fund derives its revenue from a dedicated millage, approved by the voters in November, 2012 and renewed in 2016. It is recommended that the approved millage of 0.5000 be levied in FY2019 in order to keep fund at a break-even level. The 0.5000 millage levy is anticipated to generate \$93,400 in revenues. The services provided are fall leaf collection, and spring brush and trash pick-ups. The projected expenditures are \$97,162. The goal is for this Fund to have a minimal Fund Balance at the end of each fiscal year.

**LOCAL DEVELOPMENT FINANCE AUTHORITY (LDFA)**

The FY 2019 projected revenues of \$941,263 includes bond proceeds of \$500,000. The total FY 2019 expenditures of \$966,165 that includes \$97,560 in principal and interest payment on outstanding bonds, and \$500,000 in capital outlay.

**DOWNTOWN DEVELOPMENT AUTHORITY (DDA)**

The FY 2019 projected revenues of \$185,109 reflects a slight increase from the FY 2018. The total FY 2019 expenditures of \$167,963 is a slight decrease in expenditures from FY2018.

**MARSHALL HOUSE FUND**

The Marshall House is a self-supporting operation that generates its revenues through Federal Section 8 Subsidy Payments and rents. FY 2019 revenues are projected to be \$881,000 and expenditures including depreciation are projected to be \$865,779 which includes \$146,500 for capital outlay. The fund is projected to have a net position of approximately \$1,585,486 at the end of FY 2019.

### **FIBER TO THE PREMISE**

The Fiber to the Premise (FTTP) is a newly created utility approved by City Council in March 2017. The projected revenues for FY2019, based on the Cost Benefit Analysis, are \$1,080,000 with expenditures projected at \$1,831,100. Capital Outlay for FY2019 is projected to be \$700,000. The Fiber to the Premise fund is expected to have positive cash flow in FY2020.

### **ELECTRIC FUND**

The Electric Fund revenues for FY 2019 are projected to be \$18,250,500. FY 2019 expenditures including depreciation and amortization are estimated at \$17,765,800, which includes system capital improvements of \$460,000. The fund is projected to have a net position of approximately \$4,776,379 at the end of FY 2019, this includes the City's investment in MSCPA.

### **DIAL-A-RIDE TRANSPORTATION FUND (DART)**

The DART Fund FY2019 budget is supported with \$183,688 of revenues from 0.9393 millage levy (increased from .4840 in FY2017), Federal and State funding of \$196,245, State Capital Assistance Grant of \$295,040, and passenger fares of \$48,000. Total FY 2019 projected revenues are estimated at \$765,915. The FY2019 projected expenditures are estimated at \$766,995.

### **WASTEWATER FUND**

The FY 2019 projected revenues of \$1,990,002 constitute an increase over the FY 2018 budget due to a 2016 rate study review. The FY 2019 projected expenditures of \$2,080,019 is a decrease of 10.1% over projected expenditures in FY 2018. The Wastewater Fund's projected net position at the end of FY2019 is \$2,522,174.

### **WATER FUND**

The FY 2019 projected revenues of \$1,884,296 is an increase of approximately 2.2% over the FY 2018 adopted budget. The FY 2019 projected expenditures of \$1,944,631 results in an estimated FY2019 ending net position of \$4,424,352.

### **DATA PROCESSING FUND**

The Data Processing Fund is an Internal Service Fund which collects revenue from the various City departments based on user rate charges for IT equipment, software, telephones, and a 5-year equipment replacement plan. FY 2019 projected revenues are \$184,790 and expenditures are \$208,116. Proposed capital outlay items total \$40,000. A decrease in net position is anticipated for the current proposed FY 2019 budget. The estimated net position at the end of FY 2019 is anticipated to be \$368,289.

## MOTOR POOL

The Motor Pool Fund is an Internal Service Fund. The FY 2019 projected revenues of \$863,193 represents an increase of approximately 21.4% over FY 2018. FY 2019 expenditures are projected at \$821,903. Ending FY2019 net position is estimated at \$2,650,835.

## BUDGET STRATEGIES

The City of Marshall has experienced continual declining revenue streams since the economic downturn of 2008-2009. The property values declined in FY 2010 through FY 2013. However, we are anticipating an increase in the property values utilized for the FY 2019 budget to be slightly higher, up approximately 2.1% from the prior year.

In the past few years, the City's budget has been balanced using combinations of strategies for personnel/expenditure reductions, re-organization centered on managing more efficiently with fewer resources, and higher than normal indirect costs charged to other departments. My main goal is to create a budget that is attainable and sustainable for the future. As you can see below, there is much work to be done to make our General Fund sustainable in the FY's 2020-2025.

2020-21	2021-22	2022-23	2023-2024	2024-2025
PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY	ACTIVITY
6,827,271	6,871,638	6,911,751	6,952,309	6,974,966
(6,941,384)	(7,213,726)	(7,496,474)	(7,835,119)	(8,175,440)
(114,113)	(342,088)	(584,723)	(882,810)	(1,200,474)
1,738,763	1,624,650	1,282,563	697,840	(184,970)
1,624,650	1,282,563	697,840	(184,970)	(1,385,445)

### **CLOSING STATEMENT**

The development of the City's proposed annual budget is a significant task for City Administration. I appreciate the effort put forth by the Administrative Team Members that contributed towards the development of the proposed budget as it began much earlier than normal. This budget is fiscally responsible and provides the blueprint we need as a municipal operation in promoting services to our community, while at the same time being prudent about how those services are funded. Staff will continue to pursue new and creative ways to improve how we provided services for the community and create sustainability.

I look forward to working with you and our citizens through the adoption of the FY 2019 budget. I thank all the members of the staff and City Council for their hard work in preparation and consideration of this budget.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Tom Tarkiewicz".

Tom Tarkiewicz  
City Manager



**The American Legion Department of Michigan  
Stanley E. Lamb Post 79, Marshall, Michigan**



April 2, 2018

The Honorable Mayor Jack Reed

City of Marshall

323 W. Michigan Ave.

Marshall, MI 49068

Dear Mayor Reed and City Council Members:

The American Legion Marshall Stanley E. Lamb Post 79 is asking approval to conduct their annual Poppy Sale fundraiser at various locations within the City of Marshall on May 18 & 29, 2018.

The American Legion Marshall Stanley E. Lamb Post 79 is a 501(c)(19) tax exempt military veterans' organization under the IRS code.

All profits raised by the poppy sale go toward the assistance of military veterans and present members of the military in need. This assistance includes, but is not limited to, providing access to a Legion service officer to assist with dealing with the bureaucracy of the Veterans Administration. Among the other uses of the proceeds from this sale is the purchase of coupon books to allow patients at the Battle Creek VA hospital to purchase snacks and toiletries (Remember-A-Vet). Donations to "Haven of Rest" of Battle Creek and "Veterans Helping Veterans" who provide much needed assistance to our areas Homeless Veterans.

Sincerely,

Mark A. Patton - Post Adjutant

18505 Old US 27 North

Marshall, MI 49068

(269) 781-2182

Charles Baker - Post Commander

110 Highfield Rd.

Marshall, MI 49068

(269) 986-2875



IN A WORK SESSION held Monday, March 19, 2018 at 6:00 P.M. in the Training Room of Town Hall, 323 West Michigan Avenue, Marshall, MI, the Marshall City Council was called to order.

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

Also Present: City Manager Tarkiewicz, Director of Public Safety Jim Schwartz, Human Resource Coordinator Tracy Hall, and City Labor Attorney Leigh Schultz.

Absent: None.

Council members and staff discussed the proposed Discrimination, Harassment and Retaliation Policy.

Discussion took place regarding scheduling a budget work session for Saturday, April 21, 2018 at 8:30 a.m.

Adjourned at 6:30 PM.

---

Jack Reed, Mayor

---

Trisha Nelson, Clerk

**CALL TO ORDER**

IN REGULAR SESSION Monday, March 19, 2018 at 7:00 P.M. in the Council Chambers of Town Hall, 323 West Michigan Avenue, Marshall, MI, the Marshall City Council was called to order by Mayor Reed.

**ROLL CALL**

Roll was called:

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

Also Present: City Manager Tarkiewicz and Deputy Clerk Hall.

Absent: None.

**INVOCATION/PLEDGE OF ALLEGIANCE**

Richard Gerten of Family Bible Church gave the invocation and Mayor Reed led the Pledge of Allegiance.

**APPROVAL OF THE AGENDA**

**Moved** Metzger, supported Williams, to approve the agenda with the addition of the MSCPA invoice in the amount of \$589,712.48, item 11C. Event Report – Oaklawn Hospitality Classic, and item 12E. MLCC Outdoor Service Area at 101 West Michigan Avenue and the removal of item 12C. Sediment Testing Services for the Hydro Dam. On a voice vote – **MOTION CARRIED.**

**PUBLIC COMMENT ON AGENDA ITEMS**

None.

**CONSENT AGENDA**

**Moved** Metzger, supported Caron, to approve the Consent Agenda:

- A. Approve the "Application for Waiver and Plan" as presented, and direct the Finance Department to file the application with the Michigan Department of Treasury on or before April 16, 2018, it is also recommended the Marshall City Council dedicate any budgeted surplus, in any fund, towards the unfunded liabilities of the Retiree Healthcare Plan and to reiterate the Council's commitment to fully funding the City's Retiree Healthcare Plan so that all retirees and future retirees receive this benefit;
- B. Approve the Controlled Substances and Alcohol Misuse Testing Policy;
- C. Minutes of the City Council Regular Session held on Monday, March 5, 2018;
- D. Approve city bills in the amount of \$ 1,027,343.64;

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

## **PRESENTATIONS AND RECOGNITION**

### **A. MAEDA Annual Report:**

Richard Lindsey and Scott Fleming provided an Annual Report to Council for MAEDA activities.

## **INFORMATIONAL ITEMS**

Event Reports were provided for the Green Family Reunion, Oerther's Incredible Bed Race, and the Oaklawn Hospitality Classic.

## **PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION**

None.

## **OLD BUSINESS**

None.

## **REPORTS AND RECOMMENDATIONS**

### **A. Personnel Manual Amendments:**

**Moved** McNeil, supported Caron, to accept the presented changes to section 4.02-Equal Opportunity Employment and section 4.14-Discrimination, Harassment & Retaliation sections of the Personnel Policy Manual. On a voice vote – **MOTION CARRIED.**

### **B. Compost Fees:**

**Moved** Williams, supported Costa, to approve the method of charging residents for use of the compost site utilizing a punch card system. The cards will be \$20 per card and sold at City Hall, MAEDA, or invoiced from the site. On a voice vote – **MOTION CARRIED.**

### **C. Labor Contracts for the FiberNet Project – Phase III:**

**Moved** McNeil, supported Williams, to approve expediting the construction of FiberNet Phase III in the downtown area and waive the city's competitive bid policy by retaining Aspen Wireless, Inc. on a lump sum basis not to exceed \$20,000 plus a \$2,000 contingency for the installation of fiber optic cable in an existing duct system and Challenger Technologies, LLC on a lump sum basis not to exceed \$24,112.75 plus a \$2,400 contingency for the installation of aerial fiber optic cable and associated splicing. On a voice vote - **MOTION CARRIED.**

**D. Michigan Liquor Control Commission – Outdoor Service Area at 1012 West Michigan Avenue:**

**Moved** Metzger, supported Schurig, to adopt a resolution in support of the submittal to the Michigan Liquor Control Commission by Veritas Vineyard, LLC for an outdoor service area at 101 West Michigan Avenue. On a voice vote-**MOTION CARRIED.**

**APPOINTMENTS/ELECTIONS**

None.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

Dennis Gorsline, 600 N Madison, commented regarding the Fibernet project and the need to get customers connected as soon as possible. He also spoke very highly of the city's two Fiber Technicians.

Kathy Miller, 540 Cosmopolitan, commented that the city's Fiber Technicians are the friendliest and they really enjoy working for the City. She also thanked Council for the opportunity to serve on the Board of Review.

**COUNCIL AND MANAGER COMMUNICATIONS**

**ADJOURNMENT**

The meeting was adjourned at 8:43 p.m.

---

Jack Reed, Mayor

---

Trisha Nelson, City Clerk

04/11/2018 09:19 AM  
 User: ctanner  
 DB: Marshall

APPROVAL LIST FOR CITY OF MARSHALL  
 EXP CHECK RUN DATES 04/07/2018 - 04/19/2018  
 UNJOURNALIZED  
 OPEN

Page: 1/3

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
AA-18-042	AIM ASPHALT, INC	RENTAL OF ROLLER		350.00
2946	ALL RELIABLE SERVICES	2017/18 ELECTRIC LINE CLEARANCE TREE TRI	2018.008	1,493.10
180310292	AMBS CALL CENTER	CALL CENTER COVERAGE FY18	2018.039	203.90
121107	AMERICAN LEGAL PUBLISH	CODE OF ORDINANCES		495.00
25402	ASPEN WIRELESS	DESIGN AND ENGINEERING SERVICES FOR FIBE	2018.011	16,666.67
1137680-0318	AT CONFERENCE	CONFERENCING		10.54
225-427518	AUTO VALUE MARSHALL	STARTING FLUID		8.38
225-427286	AUTO VALUE MARSHALL	5W20		52.68
225-427912	AUTO VALUE MARSHALL	FIRESTONE AIR SP		159.69
225-428246	AUTO VALUE MARSHALL	OIL FILTER		32.73
225-427094	AUTO VALUE MARSHALL	RED SCKT HOLDER		42.98
225-426890	AUTO VALUE MARSHALL	REMAN STARTER		361.67
225-427630	AUTO VALUE MARSHALL	60 SECOND EPOXY		4.29
225-426957	AUTO VALUE MARSHALL	REMAN STARTER CREDIT, CORE CREDIT		(112.00)
225-427915	AUTO VALUE MARSHALL	5/8 HITCH PIN		6.29
225-428304	AUTO VALUE MARSHALL	ACETONE, MIX CUP		23.89
225-427056	AUTO VALUE MARSHALL	SUPPLIES		15.89
225-426835	AUTO VALUE MARSHALL	12V 1000 CCA		258.00
225-428049	AUTO VALUE MARSHALL	SPOOL HOLDER		39.19
225-428225	AUTO VALUE MARSHALL	WIRE CUP		14.19
225-425192	AUTO VALUE MARSHALL	OIL DSPNSR SYS, REEL, 8G-8MP, 8G-8FP		708.97
225-427838	AUTO VALUE MARSHALL	MALE PLUG, HP SYNTH GS, FEM GRIP C		74.38
225-426744	AUTO VALUE MARSHALL	WIPER BLADES		13.38
225-428534	AUTO VALUE MARSHALL	GM FD & CHR RET		4.69
225-426113	AUTO VALUE MARSHALL	M/T BANDAGE, ADHES REMOVER		53.27
225-426961	AUTO VALUE MARSHALL	DSL EXH FLUID 55G		229.09
225-427764	AUTO VALUE MARSHALL	PTO SWITCH		133.16
225-427902	AUTO VALUE MARSHALL	L&G BATT 350CCA		54.99
225-427879	AUTO VALUE MARSHALL	SPARK PLG		13.44
225-427904	AUTO VALUE MARSHALL	BLADERUNNER BELT		122.78
225-427575	AUTO VALUE MARSHALL	HI POWER II BELT, FUEL FILTER		152.88
225-427573	AUTO VALUE MARSHALL	WHL HUB DUSTCAPS, COUPLER, FUEL FILTER		31.33
225-426747	AUTO VALUE MARSHALL	OIL FILTER		20.26
225-426764	AUTO VALUE MARSHALL	AIR FILTER		37.56
225-428580	AUTO VALUE MARSHALL	OIL FILTER, BATTERY, 5W30		249.22
225-427374	AUTO VALUE MARSHALL	OIL FILTER, 5W30		54.29
225-427245	AUTO VALUE MARSHALL	OIL FILTER		5.65
225-426915	AUTO VALUE MARSHALL	WIPER BLADES		30.98
225-427191	AUTO VALUE MARSHALL	AIR FILTERS, SPRK PLGS, FUEL LN HOSE, MI		324.89
275733-IN	BEAVER RESEARCH CO	TOWELS, SQUEAKY TUGS		215.00
97903	BRUTSCHE CONCRETE PROD	FIBERNET TEMPLATE CONCRETE PADS	2018.334	3,600.00
17657	C-COMM OF KALAMAZOO,	INSTALL RADIO IN C-MAX		858.11
103953	CARR BROTHERS & SONS	22A ROAD GRAVEL		140.58
03/06/18	CARRIS, STEVE	#417 AT MH		300.00
030918	CARRIS, STEVE	UNIT #114 AT MH		475.00
MCQ7073	CDW-G GOVERNMENT	ROLL PAPER		111.80
9981	COURTNEY & ASSOCIATES	ELECTRIC COST OF SERVICE AND RATE DESIGN	2018.046	250.00
41365	CRANE LAND SURVEYING,	LAND DIVISION, PRATT DRIVE		2,200.00
71625561	CRYSTAL FLASH MARSHALL	DYED DIESEL FUEL		1,106.42
71625538	CRYSTAL FLASH MARSHALL	GASOLINE		737.23
030918	CUSTOM ELECTRIC	S MULBERRY ST - REBLD 100 AMP SERVICE		498.40
146242	D & D MAINTENANCE SUPP	MAT WATERHOG LOW PROFILE		610.00
648446	D & G EQUIPMENT INC	GUIDE		1,384.84
646747	D & G EQUIPMENT INC	BLADES, THROTTLE K, CLUTCH, WHL, PLUG		1,226.00
032918	D.I.Y. EQUIPMENT RENTA	MINI EXCAVATOR		175.00
3176180	DAIKIN APPLIED	HVAC SERVICE AGREEMENT- NATIONAL IPA- CO	2018.202	1,842.00
524798	DARLING ACE HARDWARE	CAULK		5.59
523973	DARLING ACE HARDWARE	BOX JUNCTION		15.99
524424	DARLING ACE HARDWARE	LCK WASHR, HEX NUTS, HEX CAPS, NUTS & BO		52.22
523932	DARLING ACE HARDWARE	FERTILIZER		149.99
522223	DARLING ACE HARDWARE	PVC CONDUIT, ELBOW		15.55
522307	DARLING ACE HARDWARE	PVC ELBOW, BODY CONDUIT, COUPLE PVC		19.90
522310	DARLING ACE HARDWARE	PVC ELBOW, CONDUIT		7.57
138102	DLZ	CONSTRUCTION OVERSIGHT & INSPECTION MARS	2018.216	15,276.92
3233476	EDWARDS INDUSTRIAL SALIS	FLEX COUPLING SLEEVE		12.20
5102526611.001	ETNA SUPPLY	PRESSURE REDUCING VALVE		69.55
CM004672	FERGUSON WATERWORKS #3	CREDIT FOR 8X2 CC DBL STRP SDL		(52.00)
40769-A	FERGUSON WATERWORKS #3	8X2 CC DBL STRP SDL		104.00
220392	FIRE EXTINGUISHER SERV	ELECT - ANNUAL INSP		67.00
220366	FIRE EXTINGUISHER SERV	WASTE WATER - ANNUAL INSP		108.50
2220129	FIRE EXTINGUISHER SERV	PSB - ANNUAL INSP		106.00
220364	FIRE EXTINGUISHER SERV	WATER DEPT - ANNUAL INSP		67.00
220369	FIRE EXTINGUISHER SERV	DART - ANNUAL INSP		58.00
220365	FIRE EXTINGUISHER SERV	CITY HALL - ANNUAL INSP		85.00
17-11261	GARAGE DOORS UNLIMITED	WELL HOUSE DOOR SEALING		198.60
3236916	GLOBAL RENTAL CO., INC	RENTAL BUCKET TRUCK FOR FIBERNET-	2016 D2018.320	2,300.00
9303137617	GRAYBAR ELECTRIC	DLX-TO-DLX PASSTHROUGH CABLES	2018.287	263.72
9303115739	GRAYBAR ELECTRIC	DLX-TO-DLX PASSTHROUGH CABLES	2018.287	123.92
9303014272	GRAYBAR ELECTRIC	DLX-TO-DLX PASSTHROUGH CABLES	2018.287	435.18

APPROVAL LIST FOR CITY OF MARSHALL  
 EXP CHECK RUN DATES 04/07/2018 - 04/19/2018  
 UNJOURNALIZED  
 OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
9302920629	GRAYBAR ELECTRIC	DLX-TO-DLX PASSTHROUGH CABLES	2018.287	299.76
9302920628	GRAYBAR ELECTRIC	DROP WIRE CLAMP		58.77
9302896767	GRAYBAR ELECTRIC	DLX-TO-DLX PASSTHROUGH CABLES	2018.287	628.32
9303149755	GRAYBAR ELECTRIC	TELECRAFTER FLEX CLIPS	2018.327	71.80
20180136	GRP ENGINEERING INC	ENGINEERING FOR MARSHALL AVE BRIDGE PROJ	2018.248	1,000.00
20180135	GRP ENGINEERING INC	MISC ENGINEERING SERVICES		220.76
10588	GUTTERS R US LLC	2017/18 SNOW REMOVAL AT MARSHALL HOUSE A	2018.155	424.00
10592	GUTTERS R US LLC	SNOW CARE AT MRLEC		1,179.00
10892497	HACH COMPANY	LAB SUPPLIES		605.23
10894183	HACH COMPANY	LAB SUPPLIES		110.38
272174	HAVILAND PRODUCTS COMP.	CHLORINE GAS CYLINDER	2018.007	591.47
270938	HAVILAND PRODUCTS COMP.	CHLORINE, SULFUR DIOXIDE	2018.018	1,144.71
78383	HERMANS MARSHALL HARDW.	CONNECTORS		20.17
78377	HERMANS MARSHALL HARDW.	24" TUBE		9.29
78384	HERMANS MARSHALL HARDW.	ZIP TIES		11.48
78357	HERMANS MARSHALL HARDW.	MOP HANDLE, HEAD, ANT TRAPS		29.96
78370	HERMANS MARSHALL HARDW.	PALM SANDER, MEDIUM EMERY		64.97
78373	HERMANS MARSHALL HARDW.	NUTS & BOLTS		18.00
78251	HERMANS MARSHALL HARDW.	10X25 PLASTIC, KNIVES, HDT-REX TAPE		27.46
78116	HERMANS MARSHALL HARDW.	TREX, 2PK SHARPIE		15.48
78331	HERMANS MARSHALL HARDW.	CLIPS, EYES		11.55
78390	HERMANS MARSHALL HARDW.	HOOKS, NIPPLE, BALL VALVE, HOSE ADAPTER		32.85
78335	HERMANS MARSHALL HARDW.	EYE BOLTS, CORD		7.46
987536	HUB INTERNATIONAL MIDWINOTARY BOND - SHERYL CAVANAUGH			55.00
46559-IN	HYDROCORP	CROSS CONNECTION CONTROL PROGRAM		395.00
1901801022119	INTERSTATE ALL BATTERY	BATTERIES		335.80
7177	JS BUXTON	LIME	2018.016	1,143.76
869	JUSTICE FENCE	SERVICE CALL AT MRLEC		75.00
9782	KELLOGG'S REPAIR	TIRES FOR MOWERS	2018.338	2,160.00
853689A	KIESLER'S POLICE SUPPL	MAGPUL 20-RD MAGAZINE		155.40
32727	LAKELAND ASPHALT CORP	COLD PATCH		224.66
22159	LOU'S GLOVES INC	NITRILE GLOVES		172.00
101	MAGIC MAIDS	CLEAN APT #203		100.00
1717004 4-R	MCNALLY ELEVATOR COMP	MARSHALL HOUSE APARTMENTS 2016 ELEVATOR	2017.276	55,278.00
1717004 5	MCNALLY ELEVATOR COMP	MARSHALL HOUSE APARTMENTS 2016 ELEVATOR	2017.276	2,099.67
2664	MDK RECYCLING LLC	FILE PURGE		60.00
032818	MEL'S ALLSPORT	EMBROIDERED TOTE		15.00
273017	MICHIGAN INDUSTRIAL GA.	CYLINDER RENTAL INVOICE		60.97
272809	MICHIGAN INDUSTRIAL GA.	MIG WELDER	2018.330	1,592.31
X105007105:01	MIDWEST TRANSIT EQUIP	MISWITCH FOR DART #11		114.49
X105007056:01	MIDWEST TRANSIT EQUIP	MWINDOW FOR DART #11		148.93
C36651649	MSC INDUSTRIAL SUPPLY	ISFTY VESTS, GLASSES, GLOVES		341.44
E21075	MWEA	OPERATORS DAY 2018	2018.270	110.00
404462	NORTH CENTRAL LABORATO	LAB SUPPLIES	2018.015	293.68
641653	NYE UNIFORM COMPANY	SABRE RED MK9 SPRAY		277.98
4788-180408	O'REILLY AUTO PARTS	CONTROL KNOB		13.99
4788-180537	O'REILLY AUTO PARTS	ANTIFREEZE, WIPER FLD		126.42
4788-180535	O'REILLY AUTO PARTS	DEFROSTER		19.99
1035240	OFFICE 360	PAPER		31.65
1022660	OFFICE 360	SOAP		53.99
2018-0001	PARKS COMMUNICATION SO	INSTALL FIBERNET SERVICES		480.00
56241483	POWER LINE SUPPLY	BOLTED DEADEND		394.66
56241484	POWER LINE SUPPLY	4 OUTLET FLOOD SEAL		584.54
56243967	POWER LINE SUPPLY	GUY STRAIN		156.21
56243968	POWER LINE SUPPLY	BLADE CUTOUT SOLID		508.76
290038	PRINTLINK	#10 WINDOW ENVELOPES WITH CITY LOGO	2018.339	2,377.50
289948	PRINTLINK	PUNCH CARDS FOR COMPOST CENTER		38.70
290066	PRINTLINK	COMPOST BILL INSERTS		128.12
289826	PRINTLINK	REC DEPT - TRI-FOLD		521.00
643-3	SHERWIN-WILLIAMS	VINYL PLANK FLOORING APT 419	2018.331	1,707.06
9201	SIGNWORLD CONCEPTS	FIRE TRUCK DECALS AND STRIPES		75.00
1334761	STANTEC CONSULTING MIC	WATER TREATMENT ASSET MANAGEMENT	2017.254	432.00
1334763	STANTEC CONSULTING MIC	SURVEYING @ KETCHUM PARK (SOUTH)	2018.311	7,800.00
1334762	STANTEC CONSULTING MIC	SOUTH INDUSTRIAL PARK CAPACITY STUDY	2017.315	7,006.50
1334759	STANTEC CONSULTING MIC	FIXED ASSET INVENTORY - WWTP AND LIFT ST	2017.264	864.00
8049170559	STAPLES ADVANTAGE	CREDIT FOR MOP HEADS, ID CARD MAKER SUPP		90.46
8049256804	STAPLES ADVANTAGE	HAND SOAP		88.56
551-511698	STATE OF MICHIGAN	ANDREW GROENVELD--GRT LAKES HOMELAND SEC		300.00
5451	THATCHER AUTO ELECTRIC	MOWER RPR		25.00
MAR8818	TIRE CITY TIRE PROS	DART #15		35.22
MAR8764	TIRE CITY TIRE PROS	DART #13 OIL CHANGE, TIRES		301.85
MAR8332	TIRE CITY TIRE PROS	2016 FORD EXPLORER--TIRES, REPAIR WORK		1,200.17
3674964	TOSHIBA AMERICA BUSINE	COPIER LEASE		107.76
161 0015716	UNIFIRST CORPORATION	MARSHALL HOUSE		39.68
161 0015715	UNIFIRST CORPORATION	WATER DEPT		34.80
161 0016262	UNIFIRST CORPORATION	WATER DEPT		33.59
161 0016263	UNIFIRST CORPORATION	MARSHALL HOUSE		39.68
161 0016261	UNIFIRST CORPORATION	POWER HOUSE		52.03
161 0015714	UNIFIRST CORPORATION	POWER HOUSE		59.53

04/11/2018 09:19 AM  
User: ctanner  
DB: Marshall

APPROVAL LIST FOR CITY OF MARSHALL  
EXP CHECK RUN DATES 04/07/2018 - 04/19/2018  
UNJOURNALIZED  
OPEN

Page: 3/3

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
161 0015711	UNIFIRST CORPORATION	WASTE WATER		32.57
161 0016259	UNIFIRST CORPORATION	DPW		58.33
161 0015713	UNIFIRST CORPORATION	PUBLIC SERVICES		162.24
161 0016260	UNIFIRST CORPORATION	PUBLIC SERVICES		158.32
161 0015712	UNIFIRST CORPORATION	DPW		58.33
161 0016258	UNIFIRST CORPORATION	WASTE WATER		31.36
S15256	VERMEER OF MICHIGAN,	IREPAIR BRUSH CHIPPER #409	2018.337	2,896.42
GRAND TOTAL:				158,581.02

APPROVAL LIST FOR CITY OF MARSHALL  
EXP CHECK RUN DATES 04/05/2018 - 04/19/2018  
UNJOURNALIZED  
OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
9951551162	AIRGAS USA LLC	CYLINDER RENTAL		112.20
2898	ALL RELIABLE SERVICES	2017/18 ELECTRIC LINE CLEARANCE TREE TR	2018.008	853.20
2928	ALL RELIABLE SERVICES	2017/18 ELECTRIC LINE CLEARANCE TREE TR	2018.008	2,452.95
88510	ALL-TRONICS INC	MONITORING SERVICES - MH		120.00
88512	ALL-TRONICS INC	ALARM MONITORING - WATER DEPT		81.00
50215926	ALTEC INDUSTRIES INC	#315 REPAIR		1,159.26
105256-2018	APWA	ID #105256, MICHAEL HACKWORTH - MEMBERS		380.00
25132	ASPEN WIRELESS	DESIGN AND ENGINEERING SERVICES FOR FIB	2018.011	16,666.67
388-P544917	BATTERIES PLUS BULBS	LIGHT BULBS		437.82
275705-IN	BEAVER RESEARCH CO	CONDUCTANCE PH, PTSA METER	2018.303	1,625.00
276148-IN	BEAVER RESEARCH CO	BLUE MAGIC CLEANER		203.40
94129	BOSHEARS FORD SALES I	THEFT LIGHT, REPLACE AND REPROGRAM PCM	2018.329	2,374.55
93928	BOSHEARS FORD SALES I	2008 CHEVY G3500		464.79
94385	BOSHEARS FORD SALES I	2009 FORD E450		503.50
IN6636	CARRIER & GABLE INC	RADAR SPEED SIGNS FOR MICH & HUGHES	2018.290	17,074.00
LX26370	CDW-G GOVERNMENT	CREDIT FOR THERMAL LEGAL		(113.60)
LX29354	CDW-G GOVERNMENT	CAR ADAPTR		22.73
15331	COBAN TECHNOLOGIES	SHOTGLASS ANT, CABLE, ANTENNA PLATE		240.00
031018	COLLINS PROFESSIONAL	GRND STUMP @ 739 E MANSION		150.00
I381543	CORE AND MAIN	REPLACE METERS AT I94 REST AREA AND RAI	2018.265	3,280.22
146137	D & D MAINTENANCE SUP	SUPPLIES		52.58
146036	D & D MAINTENANCE SUP	JANITORIAL SUPPLIES		82.47
031618	D.I.Y. EQUIPMENT RENT	MINI EXCAVATOR		175.00
011618	D.I.Y. EQUIPMENT RENT	MINI EXCAVATOR		400.00
524087	DARLING ACE HARDWARE	FILTER, SPK PLG BOOT, PROTECTING CAP, T		12.46
524086	DARLING ACE HARDWARE	TRIMMER		703.97
523866	DARLING ACE HARDWARE	THERMOSTAT		19.99
523630	DARLING ACE HARDWARE	NUTS, BOLTS, FASTENERS		12.96
524055	DARLING ACE HARDWARE	LOCK PAS LEVR		(36.00)
524038	DARLING ACE HARDWARE	LOCK PAS LEVR COM, SPRAYR, FOOTLOK STOP		72.47
137970	DLZ	CONSTRUCTION OVERSIGHT & INSPECTION MAR	2018.216	7,409.44
INV37404	DORNBOS SIGN INC	OVERNIGHT PARKING SIGNS		284.55
66224	EARTHCOM INC.	LABOR CONTRACT FOR PHASE 2 CONSTRUCTION	2018.131	13,731.48
7278627	ERADICO PEST SERVICES	COMMERCIAL PEST CONTROL		65.00
7423917	ERADICO PEST SERVICES	DETECTION & TREATMENT - MULTI FAMILY		216.00
S102558557.001	ETNA SUPPLY	3 RING RED RUBBER 1/8 GASKET		3.90
73366	F. G. CHENEY LIMESTON	ROAD CHIPS - LIMESTONE		45.00
73359	F. G. CHENEY LIMESTON	ROAD CHIPS - LIMESTONE		46.25
MIBAT257412	FASTENAL COMPANY	SUPPLIES		76.74
MIBAT257204	FASTENAL COMPANY	PAPER TOWEL		74.69
MIBAT256480	FASTENAL COMPANY	PVP REBUILD SUPPLIES		41.39
41317	FERGUSON WATERWORKS #	5/8" E CODER WATER METERS WITH C/F INS	2018.194	240.00
40947	FERGUSON WATERWORKS #	3/4 STRAIGHT METER COUPLING		531.70
40769	FERGUSON WATERWORKS #	VALVE BOX TOP SECTIONS		423.60
220218	FIRE EXTINGUISHER SER	1201 ARMS ST		280.50
220066	FIRE EXTINGUISHER SER	MARSHALL HOUSE		155.50
220096	FIRE EXTINGUISHER SER	AIRPORT		91.50
18-03186	GARAGE DOORS UNLIMITE	SIDE DOOR AT PSB		99.00
112341736	GLOBAL EQUIPMENT COMP	JANITORIAL SUPPLIES		231.76
9712024117	GRAINGER	WEDGE ANCHOR		55.30
9303063235	GRAYBAR ELECTRIC	REALFLEX CABLES, LAY-UP STICKS, NETWORK	2018.324	368.90
9303014273	GRAYBAR ELECTRIC	MICROMAPPER, MULE TAPE	2018.324	368.90
10864630	HACH COMPANY	LAB SUPPLIES		608.99
270126	HAVILAND PRODUCTS COM	DRUM CREDIT		(640.00)
268614	HAVILAND PRODUCTS COM	HYDROFLUOSILICIC ACID	2018.007	1,359.92
2701	HE CLEANS TOO, LLC	JANITORIAL SUPPLIES		135.03
2697	HE CLEANS TOO, LLC	JANITORIAL SUPPLIES		398.94
78118	HERMANS MARSHALL HARD	BULB		5.99
78341	HERMANS MARSHALL HARD	TUBES OF GREASE, EYEBOLT/WASHERS/NUT		28.36
78117	HERMANS MARSHALL HARD	LIME AWAY, HANDLES		30.96
78329	HERMANS MARSHALL HARD	DRILL BITS		9.15
78349	HERMANS MARSHALL HARD	MASON BIT		7.49
M24510	IMPACT SOLUTIONS	CITY POLICE INCIDENT CARD		120.65
128	JOHN D BRUNDAGE & JOH	OCTOBER 1, 2017 THRU 12/31/17		10,001.50
1070176	JOHNSON, ROSATI, SCHU	MCDONALDS CORP VS CITY		120.00
1070175	JOHNSON, ROSATI, SCHU	GENERAL MATTERS - FEBRUARY		2,510.48
853690	KIESLER'S POLICE SUPP	REMINGTON #24577 MODEL 870		637.74
32705	LAKELAND ASPHALT CORP	COLD PATCH - PICKED UP		207.74
200026.30-2180206	LAWSON-FISHER ASSOCIA	2016 WATER QUALITY MONITORING - REQUIRE	2017.050	2,090.71
13238	LEWEY'S SHOE REPAIR	REPAIR FIRE COAT - NICKLES		28.00
13268, 13269	LEWEY'S SHOE REPAIR	RICHARD, DUDA - BOOT ALLOWANCES		370.00
13232, 13233	LEWEY'S SHOE REPAIR	STRAND, HAZEL - BOOT ALLOWANCES		398.94
N7042846	MAILFINANCE INC	LEASE PAYMENT 01/12/18--04/11/18		620.67
9002C11831	MARSHALL MEDICAL ASSO	BOYD, CAVANAUGH, COLLIER		134.00
58676036	MCMASER-CARR	METER		52.56
2018033579	METRO WIRELESS	MATERIALS FROM FIBERNET MATERIALS BID-	2018.220	5,200.00
2018023422	METRO WIRELESS	CABINETS AND ELECTRONICS- ADDITIONAL MA	2018.279	42,362.00
MAA-412 (03-18)	MICHIGAN ASSESSORS AS	AD FOR ASSESSOR ASSISTANT		125.00
200003896	MICHIGAN ASSOCIATION	SUM CONFERENCE - SCOTT MCDONALD		240.00



APPROVAL LIST FOR CITY OF MARSHALL  
EXP CHECK RUN DATES 04/05/2018 - 04/19/2018  
UNJOURNALIZED  
OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
155683-0	MICHIGAN INDUSTRIAL G	OXYGEN		45.71
32845009	MSC INDUSTRIAL SUPPLY	GREEN MARKING PAINT		171.12
29254109	MSC INDUSTRIAL SUPPLY	VESTS		53.10
31182249	MSC INDUSTRIAL SUPPLY	BLUE MARKING PAINT		171.12
641643	NYE UNIFORM COMPANY	ARMORSKIN SUSPENSION SYSTEM		39.50
636209	NYE UNIFORM COMPANY	BADGE		134.83
1024857	OFFICE 360	SCISSORS		7.96
1026445	OFFICE 360	PAPER		31.65
1025623	OFFICE 360	THERMAL POUCH		15.49
1023851	OFFICE 360	BOND PAPER		45.62
56237396	POWER LINE SUPPLY	OKONITE 350 COPPER CABLE - OUR STOCK #5 2018.283		30,220.20
56237129	POWER LINE SUPPLY	PICK UP TOOL - INSPECTION & REPAIR		433.49
56236789	POWER LINE SUPPLY	SAFETY SUPPLIES FOR MIKE FULLER		333.00
56238777	POWER LINE SUPPLY	GROUNDING TOOL/TERMINAL		415.65
56239108	POWER LINE SUPPLY	GROUND SET TERMINAL		78.45
56238783	POWER LINE SUPPLY	4/0 LUG		427.20
56239042	POWER LINE SUPPLY	U STRAP		201.47
56239645	POWER LINE SUPPLY	CLIMBING BELT - MIKE FULLER		572.00
032118	POWER LINE SUPPLY	FR SWEATSHIRT - MIKE FULLER		126.00
56239040	POWER LINE SUPPLY	WR289 CONNECTOR		63.70
56239044	POWER LINE SUPPLY	CANVAS WORK BAG		84.00
56239728	POWER LINE SUPPLY	FR OVERALLS - FULLER		105.00
56239729	POWER LINE SUPPLY	FR COAT		50.00
7812	QUALITY ENGRAVING SER	RETIREMENT PLAQUES		160.00
12448	RADIO COMMUNICATIONS	INSTALL PRINTER		47.50
12447	RADIO COMMUNICATIONS	KEYBOARD & CORD REPAIR		273.00
12416	RADIO COMMUNICATIONS	REMOVE OLD AND INSTALL NEW RADAR SYSTEM		150.00
8049084132	STAPLES ADVANTAGE	CALCULATOR, FILE FOLDERS, PAPER, LABELS		140.45
MAR8467	TIRE CITY TIRE PROS	2011 FORD E450		35.64
MAR8395	TIRE CITY TIRE PROS	VACTOR TRUCK		49.81
FOIA CLASS	TRAINING FORCE USA	SHERYL CAVANAUGH		199.00
161 0014653	UNIFIRST CORPORATION	PUBLIC SERVICE BLDG		159.74
161 0014652	UNIFIRST CORPORATION	DPW		58.33
161 0014651	UNIFIRST CORPORATION	WASTE WATER		32.57
161 0014654	UNIFIRST CORPORATION	POWER HOUSE		54.53
161 0014655	UNIFIRST CORPORATION	WATER DEPT		34.80
161 0014656	UNIFIRST CORPORATION	MARSHALL HOUSE		61.60
161 0015183	UNIFIRST CORPORATION	WASTE WATER		32.57
161 0015187	UNIFIRST CORPORATION	WATER DEPT		34.80
161 0015188	UNIFIRST CORPORATION	MARSHALL HOUSE		39.68
161 0015186	UNIFIRST CORPORATION	POWER HOUSE		61.23
161 0015184	UNIFIRST CORPORATION	DPW		58.33
161 0015185	UNIFIRST CORPORATION	PUBLIC SERVICES		159.74
M2018-002	VANDERVRIES, EDWARD	CONFERENCE CALL--CITY & MEC REPS		250.00
64079	WALTERS-DIMMICK PETRO	TELLUS S2 V22 HYD OIL		999.20
GRAND TOTAL:				178,508.29

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
269781907003-18	A T & T	269 781-9070 573 1		78.24
269781444703-18	A T & T	269 781-4447 749 4		318.90
269789901103-18	A T & T	269 789-9011 599 1		108.15
269781981503-18	A T & T	269 781-9815 267 0		3,964.61
031418	BOCHENEK, ROBERT	ENERGY OPTIMIZATION - LED LIGHTING		46.00
2017 SMR FINAL	CALHOUN INTERMEDIATE	2017 SUMMER FINAL 01/01/18--02/28/18		5,388.43
2017 SMR OPRA	CALHOUN INTERMEDIATE	2017 SUMMER OPRA DIST FINAL 08/01/17--		125.04
2017 WTR AD VAL	CALHOUN INTERMEDIATE	2017 WINTER AD VALOREM FINAL 02/15/18--		10,317.84
2017 WTR FINAL	CALHOUN INTERMEDIATE	2017 WINTER OPRA FINAL 12/01/17--02/28		122.87
2550996785-0318	CHEMICAL BANK SOUTH	HSA ACCT #2550996785 JOHNSON, DAVE		900.00
204742801716	CONSUMERS ENERGY	1000 0916 3435		647.94
205276732630	CONSUMERS ENERGY	1030 1580 0248		559.42
7018274-0318	EARTHLINK BUSINESS	ACCT #0007018274		70.24
03/14/2018	GRIZZLE, LANDON	UB refund for account: 3005760039		82.57
03/14/2018	HASSEVOORT, SAMANTHA	UB refund for account: 3202380028		18.51
3/14/18	HILLS, JOSH & KELLI	ENERGY OPTIMIZATION - FURNACE		135.00
2017 WTR FINAL	KELLOGG COMMUNITY COL	2017 WINTER AD VALOREM FINAL 02/15/18--		6,061.03
2017 SMR FINAL	KELLOGG COMMUNITY COL	2017 SUMMER DIST FINAL 01/01/18--02/28		3,110.40
2017 WTR FINAL	MARSHALL AREA FIRE FI	2017 WINTER AD VALOREM FINAL 02/15/18--		2,348.01
2017 SMR FINAL	MARSHALL DISTRICT LIB	2017 SUMMER FINAL 01/01/18--02/28/18		2,876.79
2017 SMR FINAL	MARSHALL PUBLIC SCHOO	2017 SUMMER FINAL 01/01/18--02/28/18		12,567.76
2017 WTR FINAL	MARSHALL PUBLIC SCHOO	2017 WINTER AD VALOREM FINAL 02/15/18--		27,413.00
2017 SMR OPRA	MARSHALL PUBLIC SCHOO	2017 SUMMER OPRA DIST FINAL 08/01/17--		520.33
2017 WTR OPRA FINA	MARSHALL PUBLIC SCHOO	2017 WINTER OPRA FINAL 12/01/17--02/28		905.98
M 02-18	MICHIGAN SOUTH CENTRA	FEBRUARY 2018 NATURAL GAS		2,717.07
03/14/18	NARASIMHAM, SUNDARAM	ENERGY OPTIMIZATION -FURNACE @ 624 LYON		125.00
790004405582930703	NEOFUNDS BY NEOPOST	7900 0440 5582 9307		2,662.50
03/14/2018	NGUYEN, PHONG THANH	UB refund for account: 3005380037		74.54
031218	RENAUD, ELIZABETH	BUS CHARGER		28.30
03/14/2018	RENIGER, MYRON	ENERGY OPTIMIZATION - FURNACE		125.00
2575, 2672	RICE'S SHOES, INC	SIEGEL & DELAPAS - BOOT ALLOWANCES		264.69
03-14-18	SCHNUR, BARBARA	ENERGY OPTIMIZATION - FURNACE & A/C		225.00
3-14-18	SOEBBING, JOYCE	ENERGY OPTIMIZATION-FURNACE & A/C @ 110		245.00
03/14/2018	TABIADON, ANTHONY	UB refund for account: 200940012		61.27
031418	TARTAGLIA, SANDRA	ENERGY OPTIMIZATION - THERMOSTAT		20.00
031418	TRIEBOLD, AUGUST	ENERGY OPTIMIZATION - LED LIGHTING		40.00
9802743062	VERIZON WIRELESS	ACCT #987146080-00001		807.35
031418	WEBB, STUART	ENERGY OPTIMIZATION - LED BULBS		40.96
10040764-0318	WOW! INTERNET-CABLE-P	ACCT #010040764		1,359.83
GRAND TOTAL:				87,483.57

APPROVAL LIST FOR CITY OF MARSHALL  
EXP CHECK RUN DATES 03/26/2018 - 03/26/2018  
UNJOURNALIZED  
OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
287238047810X03111	AT&T MOBILITY	ACCT #287238047810		67.71
032318	BARTLETT, KEVIN	BOARD OF REVIEW SERVICES		100.00
031618	BRADD, MILDRED	PET DEPOSIT REFUNDED		62.00
315106918138913	CAPITAL ONE COMMERCIA	ACCT #6004 3004 9900 5848		165.57
2551023654-0318	CHEMICAL BANK SOUTH	HSA ACCT #2551023654 PHILPOTT, ANTHONY		2,700.00
032618	CITY OF MARSHALL	PETTY CASH REIMBURSEMENT		40.60
203229941820	CONSUMERS ENERGY	1030 1852 1130		2,511.17
205810679118	CONSUMERS ENERGY	1000 7224 3312		301.38
202162017125	CONSUMERS ENERGY	1000 0916 3971		891.21
205988671351	CONSUMERS ENERGY	1000 0759 4680		260.93
206967276002	CONSUMERS ENERGY	1000 0033 5602		2,401.57
601010997133	CONSUMERS ENERGY	1000 0916 3203		354.10
031718	FISHER, CHARLIE	7 DAYS MEALS - MUTUAL AID		210.00
031618	FISHER, CHARLIE	FUEL, TOLL ROAD CHGS, WASHER FLUID - MU		676.84
1561347, 1567503	GRIFFIN PEST SOLUTION	1201 ARMS ST		84.00
031518	GROENEVELD, ANDREW	EXPENSE REIMBURSEMENT		15.00
032218	GROENEVELD, ANDREW	EXPENSE REIMBURSEMENT		6.88
032318	KIRKLAND, DESMOND	BOARD OF REVIEW SERVICES		200.00
031718	MACK, JEFF	7 DAYS MEALS - MUTUAL AID		210.00
9156-0318	MARSHALL COMMUNITY CU	9156 - MILLER		451.01
7681-0318	MARSHALL COMMUNITY CU	7681 - TARKIEWICZ		556.94
7617-0318	MARSHALL COMMUNITY CU	7617 - RAMEY		669.31
032318	MILLER, JUSTIN	PARKING @ MPARKS CONFERENCE		47.45
032318	MILLER, KATHY	BOARD OF REVIEW SERVICES		100.00
03/26/2018	MOR-DALL	UB refund for account: 1900420005		3,724.25
031918	PHILPOTT, ANTHONY	TRAVEL EXPENSE REIMBURSEMENT		75.14
032318	SHERIDAN, DENNIS	BOARD OF REVIEW SERVICES		100.00
03/26/2018	STUART BUILDING LLC	UB refund for account: 100560009		121.87
129663	TELNET WORLDWIDE	ACCT #8948		1,692.62
58216	WIGHTMAN & ASSOCIATES	MARSHALL PLANNING SERVICES	2018.326	2,693.76
1083418	XEROX FINANCIAL SERVI	LEASE PAYMENT		1,349.04
GRAND TOTAL:				22,840.35

03/29/2018 11:10 AM  
 User: ctanner  
 DB: Marshall

APPROVAL LIST FOR CITY OF MARSHALL  
 EXP CHECK RUN DATES 03/30/2018 - 03/30/2018  
 UNJOURNALIZED  
 OPEN

Page: 1/1

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
145970911-0318	A T & T	ACCT #145970911		75.87
206166638052	CONSUMERS ENERGY	1000 6710 1772		52.51
203140937209	CONSUMERS ENERGY	1030 0915 7670		41.05
202429003247	CONSUMERS ENERGY	1000 0916 3708		219.85
204742819619	CONSUMERS ENERGY	1030 1852 0884		707.17
204831812506	CONSUMERS ENERGY	1030 1352 1119		19.40
032618	DEVENEY, JAMES R	INSPECTION COMMISSIONS		80.00
032718	GARZA, MINA	REIMBURSEMENT FOR VISOR		8.47
032618	GROSS, JOHN	INSPECTION COMMISSION		1,443.00
83333246	HAMPTON INN BIG RAPIDS	RESERVATION FOR ANDREW GROENEVELD		488.25
99007320387-0318	LOWE'S	ACCT #9900 732038 7		615.10
031918	MARSHALL AREA GARDEN C	FLOWERS FOR THE ISLANDS AT FOUNTAIN CIRC		1,000.00
3431-0318	MARSHALL COMMUNITY CU	3431 - CITY OF MARSHALL		4.70
3507-0318	MARSHALL COMMUNITY CU	3507 - MCDONALD		422.62
1004-0318	MARSHALL COMMUNITY CU	1004 - SCHWARTZ		787.12
2018	OAKLAWN HOSPITAL	PARKING RAMP LEASE DDA		4,284.00
032618	SCOTT, DOUGLAS	INSPECTION COMMISSIONS		495.00
533932	SHANTY CREEK	RESERVATION FOR SCOTT MCDONALD		444.60
GRAND TOTAL:				11,188.71

04/06/2018 08:37 AM  
 User: ctanner  
 DB: Marshall

APPROVAL LIST FOR CITY OF MARSHALL  
 EXP CHECK RUN DATES 04/06/2018 - 04/06/2018  
 UNJOURNALIZED  
 OPEN

Page: 1/1

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
04/05/2018	ANSTINE, JAMIE	UB refund for account: 800060013		1.70
033118	CALHOUN COUNTY TREASU	MARCH TRAILER FEES		80.00
040618	CONSUMERS ENERGY	PERMIT REFUND - 209 W MANSION ST		515.00
9747	ELIZONDO, ROBERT	REIMBURSEMENT FOR ICE RESCUE 1		125.00
04/05/2018	GETTLE, ALISSA & KYLE	UB refund for account: 2000410039		35.31
040318	HOCH-MELLUISH, PATTI	SEED FOR BROOKS NATURE AREA - STUDENT W		39.49
P54380	JOHN DEERE FINANCIAL	BOLT, NUT, WHEEL		251.89
040418	LAKE MICHIGAN MAILERS	POSTAGE - ACCT #M323		500.00
040318	LANE, CRYSTAL	JURY DUTY MILEAGE REIMBURSEMENT		3.43
04/05/2018	LORD, RACHEL	UB refund for account: 1602800053		68.69
4868-0318	MARSHALL COMMUNITY CU	4868 - RICE		275.77
9421-0318	MARSHALL COMMUNITY CU	9421 - SEARS		970.54
S4296472.001	MEDLER ELECTRIC COMPA	1.25" CONDUIT WITH TRACER WIRE- INTERDU 2018.314		2,915.01
S4297480.001	MEDLER ELECTRIC COMPA	1000' REEL 4 STR CU BLACK		707.68
S4297480.002	MEDLER ELECTRIC COMPA	1000' REEL 4 STR CU BLACK		707.68
S4297480.003	MEDLER ELECTRIC COMPA	1000' REEL 4 STR CU BLACK		707.68
9747CM	MICHIGAN RESCUE CONCE	DUPLICATE PAYMENT MADE		(125.00)
04/06/2018	MIKOLOWSKI, MELISSA	UB refund for account: 200840019		118.53
2018-POWER LINE	MORRIS STULBERG TRUST	ANNUAL POWER LINE EASEMENT		5.00
2018-STORM SEWER	MORRIS STULBERG TRUST	ANNUAL STORM SEWER EASEMENT		24.00
2018-WATER MAIN	MORRIS STULBERG TRUST	ANNUAL WATER MAIN EASEMENT		10.00
04/05/2018	MRAZ, ANDREW	UB refund for account: 3003530032		68.54
249-005893396	REPUBLIC SERVICES #24	ACCT #3-0249-1022021		1,220.18
04/05/2018	RUDDOCK, SAMANTHA	UB refund for account: 3004050018		60.15
2017 WTR IFT	STATE OF MICHIGAN	2017 WINTER IFT DIST FINAL 12/01/17--0		14,299.13
2017 SMR IFT	STATE OF MICHIGAN	2017 SUMMER IFT DIST FINAL 08/01/17--0		23,577.85
04/06/2018	WEERS, MACKENZIE	UB refund for account: 3205440032		64.50
10058364-0318	WOW! BUSINESS	ACCT #010058364		32.97
GRAND TOTAL:				47,260.72

**CITY OF MARSHALL  
COUNTY OF CALHOUN, STATE OF MICHIGAN**

**A RESOLUTION TO EXPRESS CONGRATULATIONS  
AND PUBLIC APPRECIATION TO JOSH KILBOURN ON THE  
OCCASION OF EARNING THE RANK OF EAGLE SCOUT  
IN THE BOY SCOUTS OF AMERICA, AND FOR HIS  
EAGLE SERVICE PROJECT OF DESIGN AND CONSTRUCTION OF  
A RESTROOM FACILITY AT THE BROOKS NATURE AREA.**

**WHEREAS**, the City Council of the City of Marshall is aware that Josh Kilbourn has earned the rank of Eagle Scout in the Boy Scouts of America by completing all requirements of that rank, and was elevated to the rank of Eagle Scout on February 28, 2018; and

**WHEREAS**, Josh Kilbourn has distinguished himself with earning the rank of Eagle Scout, which is earned by only four out of one hundred young men who join the Boy Scouts of America; and

**WHEREAS**, Josh Kilbourn has also provided the community for his Eagle Service Project the installation of restroom facility at the Brooks Nature Area; and

**WHEREAS**, the Boy Scout Troop 373 of Marshall, MI, in particular, and Josh Kilbourn most particularly, embody the spirit of Scouting in America.

**NOW, THEREFORE LET IT BE RESOLVED**, that the City Council of the City of Marshall hereby recognizes and congratulates Josh Kilbourn on his significant life achievement, to thank him for his time and effort spent to better himself and those with whom he is acquainted and wishes him well on all of his future endeavors.

**BE IT FURTHER RESOLVED**, that the City Council of the City of Marshall encourages its citizens to consider Josh Kilbourn as an example of one of Marshall's finest community-minded and goal-oriented young men.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jack Reed, Mayor

## EVENT REPORT

**EVENT:** 4<sup>th</sup> Annual Ride of Silence

**EVENT LOCATION:** Downtown Marshall-Fountain Circle

**SPONSOR:** Diane Peters-Ride of Silence

**EVENT DATE:** Wednesday, May 16, 2018

**EVENT TIMEFRAME:** 6:30p – 8:30p

**MDOT PERMIT REQUIRED:** No

**MDOT PERMIT GRANTED:** N/A

**ROAD CLOSURE DETAIL:** None

**ROAD CLOSURE TIMEFRAME:** N/A

**EVENT CLOSURE DETAIL:** None.

**DETOUR DETAIL:** None

**EVENT DETAIL:** Participants of the Ride of Silence will gather and register at the Fountain Circle beginning at 6:15p. They will then begin their silent ride at 7p. The ride will consist of an 8 mile loop throughout the City of Marshall. This event is to recognize those that have been injured or killed while riding their bikes. To bring awareness that cyclist share the road and are present at any time. Helmets are required to participate. The event organizer is requesting emergency personnel to escort the riders on their route. **This will be completed with on duty staff.**

### RIDE OF SILENCE ROUTE:

1. East on Michigan Avenue
2. South on Gordon
3. West on Green
4. North on Kalamazoo (then 3/4 around the fountain)
5. West on Michigan Avenue
6. North on West Drive
7. East on Verona
8. North on Sherman Drive
9. East on Wright Lane
10. North on Linden
11. South on Kalamazoo
12. East on Prospect
13. South on Division
14. East on Mansion
15. North on East Drive
16. West on North Drive
17. South on Brewer to end at the grassy area at Chemical Bank at the fountain circle.

**COUNCIL NOTIFICATION DATE:** April 16, 2018

**EVENT REPORT**  
**\*\*\*NEW EVENT\*\*\***

**EVENT:** Civil War Re-enactment March

**EVENT LOCATION:** Calhoun County Fairgrounds

**SPONSOR:** Civil War Re-Enactment 1<sup>st</sup> Michigan and 18<sup>th</sup> Michigan Groups.

**EVENT DATE:** Friday, June 15, 2018

**EVENT TIMEFRAME:** 8:00a – 9:00a

**MDOT PERMIT REQUIRED:** No

**MDOT PERMIT GRANTED:** N/A

**ROAD CLOSURE DETAIL:** No Road closure. The group will be marching from the fairground to Turkeyville.

**EVENT TIMEFRAME:** 9:00a - 2:00p

**EVENT ROUTE DETAIL:** Local Streets Only

**DETOUR DETAIL:** No detour needed

**EVENT DETAIL:**

The Civil War Re-Enactment Groups will march from the fairgrounds to Turkeyville beginning at 8:00am. The group will proceed north on Marshall St to Exchange St. They will turn west onto Green St and continue to Kalamazoo Ave. They will turn north on Kalamazoo and continue to G Drive and then out to Turkeyville. Marshall Police will lead the marchers through the city of Marshall and will be followed by the Calhoun County Sheriff's Office Mounted Division. Once at Brewer and I-94, the Calhoun County Sheriff's Office will take over the marchers to their destination.

**COUNCIL NOTIFICATION DATE:** April 16, 2018



## EVENT REPORT

**EVENT:** Blues Fest

**EVENT LOCATION:** Michigan Avenue & North Eagle Street

**SPONSOR:** Marshall Downtown Development Authority

**EVENT DATE:** June 23, 2018

**EVENT TIMEFRAME:** 11:00am – 11:59pm

**MDOT PERMIT REQUIRED:** YES ☒ NO ☐

**MDOT PERMIT GRANTED:** YES ☐

**ROAD CLOSURE TIMEFRAME:** Michigan Ave – 11:00a to Midnight; N. Eagle St. 8am - Midnight

**ROAD CLOSURE DETAIL:** Michigan Avenue from Grand Street to Madison Street and Eagle from Michigan Avenue to Mansion Street

**DETOUR DETAIL:** Eastbound traffic will be detoured south on Grand street, east on Green Street, and north on Madison Street back to Michigan Avenue. Westbound traffic will be detoured north on Madison Street, west on Mansion Street, south on Grand Street back to Michigan Avenue.

**EVENT DETAIL:** Marshall Main Street Blues Festival to be held on Saturday, June 23, 2017. Great blues bands will be playing throughout the day in downtown Marshall. Also included is a beer tent and great food vendors. The main stage will be set up on Michigan Avenue with a secondary stage and beer tent set up on Eagle Street.

**PARKING PROHIBITION:** No on-street parking on Michigan Avenue from Grand Street to Jefferson Street. There will also be no parking on the east side of the 100 block of N. Grand Street beginning at 3:00pm on Friday, June 22<sup>nd</sup> until the end of the event.

**COUNCIL NOTIFICATION DATE:** April 16, 2018

## EVENT REPORT

**EVENT:** 2018 Holiday Chicken BBQ

**EVENT LOCATION:** Kalamazoo at Michigan Ave

**SPONSOR:** Oaklawn Hospital & Marshall Chamber

**EVENT DATE:** Wednesday, July 4, 2017

**EVENT TIMEFRAME:** 9:00a – 2:00p

**MDOT PERMIT REQUIRED:** Yes

**MDOT PERMIT GRANTED:** In Process

**ROAD CLOSURE DETAIL:** The roadway will be barricaded off on Michigan Ave. between Grand St. and Sycamore St and on Kalamazoo between Mansion Street and Green Street.

**ROAD CLOSURE TIMEFRAME:** 9:00a - 2:00p

**EVENT CLOSURE DETAIL:** The roadway will be closed so that bicycle riders and pedestrians will be able to ride and walk without traffic hazards. The event will have emergency vehicles at the event.

**DETOUR DETAIL:** Traffic will be detoured to the adjacent local streets..

**EVENT DETAIL:**

The Chicken BBQ and the Pet, Bike and Wagon Parade are a common place in Marshall every year on the 4<sup>th</sup> of July. The road will be closed at 9:00am for set up. 10:am the children will parade around the fountain with their pets, decorated bikes and wagons while being judged for prizes. 10:45am the flag raising ceremony begins followed by the Rotary Band playing at 11:00am. Chicken dinners will be served throughout the event.

**COUNCIL NOTIFICATION DATE:** Aril 16, 2018



**ADMINISTRATIVE REPORT**  
**APRIL 16, 2018 - CITY COUNCIL MEETING**

**REPORT TO:** Honorable Mayor and Council Members

**FROM:** Ed Rice, Director of Electric Utilities  
Tom Tarkiewicz, City Manager

**SUBJECT:** Sediment Testing Services for Hydro Dam

**BACKGROUND:** The City of Marshall operates a 124 year old hydroelectric facility on the Kalamazoo River. The facility is under the jurisdiction of the Federal Energy Regulatory Commission (FERC) who in 2012 changed the status of the dam from a significant hazard to a high hazard and ordered the City to perform a comprehensive dam inspection. The inspection identified three (3) deficiencies in the earthen embankment portion of the dam; 1) leaks; 2) significant tree growth with root systems, and 3) a low freeboard water condition which could cause overtopping resulting in a washout of the earthen embankment during a major rain event. Also identified was the risk to pedestrians on the Riverwalk during a dam failure. The 2012 FERC report indicated the City would be notified by the FERC of required dam remediation to correct the deficiencies. The notification occurred, three (3) years later, on June 30, 2015 with a request to submit a plan and schedule by August 20, 2015. The plan and schedule was submitted to the FERC on August 15, 2015. From September 2015 to January 2016 additional options and alternatives were explored with the intent to reduce the \$1.0 million estimated cost of the remediation. At a February 1, 2016 work session, the City Council was updated on the FERC requirements for the dam remediation and options to satisfy the requirements. This resulted in a Council request for additional information. On March 14, 2016, a City Council work session was convened with participation from representatives of the Michigan DNR and DEQ along with the Calhoun Conservation District (CCD). Resulting from the work session was a request by the City Council for more definitive cost estimates for dam remediation and dam removal. Therefore, on March 16, 2016 staff enlisted the services of a professional engineer (who is an expert on dam remediation/removal) to develop a Request for Proposal (RFP) for submission to qualified engineering and construction firms for conceptual studies and associated cost estimates for earthen embankment remediation and dam removal.

On April 19, 2016 city representatives met with representatives from the MDEQ, DNR and CCD to discuss details of the RFP options. The meeting attendees agreed that impoundment sediment core samples were necessary to be analyzed in preparation of either a permanent or temporary drawdown of the impoundment. Six (6) samples were analyzed by a certified laboratory on May 8, 2016 and subsequently determined to contain high levels of regulated contaminants.

On July 29, 2016 the RFP (containing the sediment analysis) was distributed to qualified dam remediation and removal construction firms to provide conceptual cost estimates, plans and schedules for the following three (3) options: 1) Remediate the earthen embankment after a controlled six (6) to eight (8) feet

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

drawdown of the impoundment; 2) Remediate the earthen embankment with no impoundment drawdown by constructing a temporary dam around the earthen embankment and de-watering the earthen embankment; and 3) Permanently breach the dam and allow the river to return to a natural course. The low bid was awarded to Stantec Consulting on September 19, 2016. Stantec submitted their final report to the City on May 9, 2017 and presented the report to the City Council at a work session which was convened on June 19, 2017. At the conclusion of the work session the Council decided to schedule a public forum to update the public and receive feedback on the Stantec report.

The public forum was convened on July 24, 2017 with approximately 40 people in attendance. The major outcome of the forum was a request for additional impoundment sediment sampling to better quantify the amount and subsequent cost of sediment management associated with the earthen embankment remediation project.

On September 7, 2017 Stantec was tasked with developing a Request for Proposal (RFP) for a sediment sampling project that meets Michigan DEQ and DNR requirements. The RFP was issued on February 9, 2018 directly to four (4) qualified engineering firms and advertised in the Marshall Advisor/Chronicle with two (2) bids submitted as follows:

Materials Testing Consultant (MTC) – Grand Rapids, MI	\$133,632.20
Trimedia Environmental & Engineering – Marshall, MI	\$167,110.00

A detailed evaluation of the bids was completed by Stantec and city staff which revealed some critical deficiencies in the MTC bid including a requirement for the acceptance of MTC's General Conditions which includes a favorable Indemnification Clause for MTC. This is a very important risk to the City as there are four (4) major natural gas/petroleum pipelines and a city water main that cross the dam's impoundment in the sediment sampling area. Because of the Indemnification Clause risk and other deviations from the RFP city staff has determined the MTC bid to be non-conforming and therefore, disqualified.

**RECOMMENDATION:** Therefore, it is recommended by staff that the City Council approve awarding the dam impoundment sampling services contract to the only conforming bidder Trimedia Environmental & Engineering of Marshall, MI in the amount of \$167,110.00 with a \$16,000 contingency and have the City Clerk sign the contract. It is also recommended that Council approve a budget adjustment, increasing expenditure Capital Outlay Account 582-900-970.21 by \$183,110.

**FISCAL EFFECTS:** Funding to cover the unbudgeted expenditures for this sediment sampling associated with the dam project will be expensed from Capital Outlay Account (582-900-970.21) of the Electric Fund. The Electric Fund's Rate Stabilization Account at MSCPA may be utilized to help defray the costs associated with this project.

**ALTERNATIVES:** 1) As suggested by City Council

**CITY GOAL CLASSIFICATION:**

**GOAL AREA 4. INFRASTRUCTURE**

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

Respectfully Submitted,



Edward E. Rice, P.E.  
Electric Utilities Director



Tom Tarkiewicz  
City Manager



**ADMINISTRATIVE REPORT**  
**April 16, 2018 - CITY COUNCIL MEETING**

**TO:** Honorable Mayor and City Council

**FROM:** Justin Miller, Recreation Superintendent  
Kristin Bauer, Director of Public Services  
Tom Tarkiewicz, City Manager

**SUBJECT:** Athletic Field Renovations

**BACKGROUND:** Marshall Recreation was awarded grants from the Calhoun County Visitors Bureau (\$10,000) and MAEDA (\$2,500) in 2017 for improvements to the Marshall Athletic Fields. Recently, the Recreation Department was awarded an additional grant from the Marshall Community Foundation (\$25,000) for additional Athletic Field Improvements.

The scope of work to be done:

- Re-Grade all 4 fields
- Install clay brick in Batter's Box on all 4 fields
- Install clay brick in Pitchers' mound on fields 1 & 2.
- Remove infield lips on 3 fields and re-sod 6 ft. wide.
- Re-edge infields
- Reset bases and pitching rubbers to proper positions
- Place up to 50 tons of infield materials on field #4.
- Remove spoils

The Recreation Department received 3 bids for the above project.

- Water Management Specialist - \$40,817
- Dream Fields - \$47,155
- Cross Lake Construction - \$53,800

**RECOMMENDATION:** Staff recommends that City Council approve the above bid from Water Management Specialists of \$40,817. Staff also recommends that Council approve budget adjustments increasing revenue account number 208-000-587.00 (Local Recreation Grants) by \$37,500 and increasing expenditure account 208-751-970.00 (Capital Outlay) by \$40,817 as this project was not budgeted for in FY 2018.

**FISCAL EFFECTS:** The net cost to the Recreation Fund after taking into account the above-mentioned budget adjustments is \$3,317.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

**ALTERNATIVES:**

As suggested by Council.

Respectfully submitted,



Kristin Bauer  
Director of Public Services



Justin Miller  
Recreation Superintendent



Tom Tarkiewicz  
City Manager



**ADMINISTRATIVE REPORT**  
**April 16, 2018 - CITY COUNCIL MEETING**

**TO:** Honorable Mayor and City Council

**FROM:** Kristin Bauer, Director of Public Services  
Aaron Ambler, Water Superintendent  
Tom Tarkiewicz, City Manager

**SUBJECT:** Major Street Milling and Paving and the  
Brewer Street Watermain Replacement Project

**BACKGROUND:** Bids were requested for the milling, resurfacing and miscellaneous concrete work on N. Kalamazoo Avenue from Mansion St. to Brewer St. and N. Brewer Street from N. Kalamazoo to the North Drive. Five (5) bids were received on April 4, 2018 for the paving and concrete work from:

Rieth – Riley Construction Co., Inc., Kalamazoo, MI:	\$252,871.26
Lakeland Asphalt Corporation, Springfield, MI:	\$255,493.74
Quality Excavators, Inc., Marshall, MI:	\$257,352.39
Michigan Paving & Materials, Kalamazoo, MI:	\$270,980.27
Quality Asphalt Paving, Inc., Homer, MI:	\$320,862.55

This project is being funded through a Michigan Department of Transportation (MDOT) Transportation Economic Development Fund Grant. This grant will cover 80% of the construction costs with the balance from the City's Major Street (MVH) Fund.

In conjunction with the street project a section of watermain from N. Kalamazoo Avenue north approximately 650', will be up-graded from a 4" main to an 8" main. This project was bid as a separate project due to the nature of the work. Bids were received on April 10, 2018 for this watermain work from:

RJT Construction, Jackson MI:	\$54,851.00
Concord Excavating, Concord MI:	\$59,917.00
Hunter Prell, Battle Creek MI:	\$67,793.00
Thompson Construction, Coldwater MI:	\$87,186.00
Parrish Excavating, Quincy MI:	\$90,257.00
Balkema Excavating, Kalamazoo MI:	\$90,372.00
Quality Excavators, Marshall MI:	\$93,185.00
C&D Hughes, Charlotte MI:	\$97,800.00
Mead Bros., Springport MI:	\$109,934.00

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

These projects will be coordinated to minimize the time necessary for detours.

**RECOMMENDATION:** It is recommended that City Council approve the milling, paving and concrete bid from Rieth & Riley of Kalamazoo, MI, low bidder, for the amount of \$252,871.26 with an additional contingency amount of \$22,128.74 for a total of \$275,000.00. This award will be contingent on the review of the bid tabs by MDOT and receipt of a Notice to Proceed from the Office of Economic Development, no issue with this is anticipated.



It is also recommended that City Council award the bid for watermain replacement on N. Brewer Street to RJT Construction of Jackson Michigan in the amount of \$54,851.00 with an additional contingency amount of \$5,149.00 for a total of \$60,000.00.

It is also recommended that Council approve a budget adjustment of \$202,297, increasing revenue for account 202-000-570.00 (State Operating Assistance) to account for the reimbursement from MDOT for the road improvement portion of the project that was not budgeted for.

**FISCAL EFFECTS:** To authorize a contract in the amount of \$252,871.26 with an additional contingency amount of \$22,128.74 for a total of \$275,000 of which 20% will be expensed from the Major (MVH) Street Capital Outlay budget line item, 202-900-970.00 and the additional 80% to be received from MDOT (see recommendation above). Additionally, to authorize a contract in the amount of \$54,851.00 with a contingency amount of \$5,149.00 for a total of \$60,000.00 from the Water Department Capital Outlay budget line item, 591-900-970.00. Both projects were budgeted for in the FY18 Capital Improvement Budget.

**CITY GOAL CLASSIFICATION: GOAL AREA 4. INFRASTRUCTURE**

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

**ALTERNATIVES:** As suggested by Council.

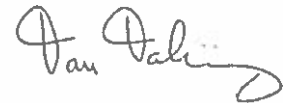
Respectfully submitted,



Kristin Bauer  
Director of Public Services



Aaron Amber  
Water Superintendent



Tom Tarkiewicz  
City Manager



**ADMINISTRATIVE REPORT**  
**April 16, 2018 - CITY COUNCIL MEETING**

**TO:** Honorable Mayor and City Council

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

**SUBJECT:** Bucket & Digger Truck Purchases

**BACKGROUND:** In past years the City has secured lease/loan funds for large vehicle purchases. After evaluating the Motor Vehicle Pool Fund (MVP) at length, we are requesting approval to purchase the last two large pieces of equipment. As discussed in January, we delayed this purchase in order to confirm the specifications and secure bids for these trucks. Two bids were received on April 2, 2018 for these vehicles.

Bidder	60' Aerial Bucket Truck	Digger Derrick	Total
Terex Utilities	\$217,190	\$240,326	\$457,516
Altec Industries	\$232,317	\$248,646	\$480,963
Versalift	No Bid	No Bid	No Bid

**RECOMMENDATION:** To approve the purchases of the bucket and digger derrick truck from Terex Utilities, of Whitehouse, TN and to enter into a "lease to own" agreement for \$457,516 in purchases from a provider approved by the Finance Director and City Manager

**FISCAL EFFECTS:** Vehicles will be obtained through a lease to own purchase program with all lease payments made from Fund 661-Motor Vehicle Pool.

**ALTERNATIVES:** As suggested by Council.

Respectfully submitted,

Kristin Bauer  
Director of Public Services

Tom Tarkiewicz  
City Manager

Michael Hackworth  
DPW Superintendent

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com



**ADMINISTRATIVE REPORT**  
**April 16, 2018 - CITY COUNCIL MEETING**

**REPORT TO:** Honorable Mayor and Council Members

**FROM:** Ed Rice, Director of Electric Utilities  
Tom Tarkiewicz, City Manager

**SUBJECT:** Labor Contracts for the FiberNet Project-Phase IV

**BACKGROUND:** The City Council approved the construction and commissioning of the new FiberNet Project at its regular meeting on March 20, 2017. The construction of the "backbone ring" (Phase I) was approved by City Council on June 19, 2017 and is complete. The next planned phase (Phase II) consisting of the construction of approximately 33% of the aerial laterals and spurs off the backbone ring is now also complete with service connections being installed to residential customers. The next construction phase (Phase III) of the project consisting of the construction of the FiberNet system in the downtown area was approved by City Council on March 19, 2018 and is now under construction with an expected completion date of early June 2018.

The next planned phase (Phase IV) of the FiberNet Project, consisting of underground fiber optic cable construction via directional boring in the O'Keefe/Wooded Lane/Woodruff area, is now ready for implementation. In conjunction with this FiberNet Phase IV project is the replacement of deteriorated underground electric cable in the O'Keefe/Wooded Lane area. Conduits for the new electric cables will be installed simultaneously by directional boring with the FiberNet conduits. The new electric cable, transformers and switchgear will subsequently be installed by City Electric Department personnel.

Requests For Proposals (RFPs) were: 1) distributed to 25 qualified fiber contractors; and 2) advertised in the Advisor-Chronicle for the construction of Phase IV of the FiberNet Project with the cost of the installation of electric conduits separately identified to provide proper accounting. The Project's Phase IV scope consists of the installation of approximately 3350 feet of two (2) inch electric conduit and 8650 feet of 1.25 inch fiber conduit both by directional boring. Also, 27 Multiple Service Terminations (MSTs) will be installed in the conduit to provide internet service connections to approximately 120 residential premises in the underground area of O'Keefe, Colgrove, Woodruff, Hidden Lane and Comstock areas.

Five (5) bids were submitted for the RFP as follows:

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

O'Keefe Road & Wooded Lane Labor Bids	
Company	Bid Results
Challenger Technologies Jackson, MI	\$114,188.76
R. Roese Contracting Kawkawlin, MI	\$125,411.30
Earthcom Lewiston, MI	\$134,391.45
Turnkey Network Solutions Caledonia, MI	\$255,925.12
J. Ranck Electric Mt Pleasant, MI	\$315,727.80

**RECOMMENDATION:** It is recommended by staff that the City Council approve the awarding the underground construction of FiberNet Phase IV to the low bidder, Challenger Technology of Jackson, MI in the amount of \$114,188.76 with an \$11,000 contingency and authorize the City Clerk to sign the contract.

**FISCAL EFFECTS:** The total FiberNet Project Cost-Benefit Analysis and construction budget of \$2,460,357 remains achievable.

**ALTERNATIVES:** 1) Suggestions by City Council

**CITY GOAL CLASSIFICATION: GOAL AREA IV -- INFRASTRUCTURE**

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

Respectfully Submitted,



Edward E. Rice, P.E.  
Electric Utilities Director



Tom Tarkiewicz  
City Manager



**ADMINISTRATIVE REPORT**  
**April 16, 2018 - CITY COUNCIL MEETING**

**REPORT TO:** Honorable Mayor and Council Members

**FROM:** Ed Rice, Director of Electric Utilities  
Tom Tarkiewicz, City Manager

**SUBJECT:** Labor and Material Contracts for the FiberNet Project-  
Phase V

**BACKGROUND:** The City Council approved the construction and commissioning of the new FiberNet Project at its regular meeting on March 20, 2017 with an expected completion date of July 1, 2019. The construction of the "backbone ring" (Phase I) was approved by the Council on June 19, 2017 and is complete. The construction of aerial laterals and spurs off the backbone ring (Phase II) in the east area of the city was approved by the Council on October 2, 2017 and is complete with service connections currently being installed to residential customers. The construction of the FiberNet system in the downtown area (Phase III) was approved by council at its regular meeting on March 19, 2018 and is currently under construction.

Also, at its March 19, 2018 meeting the City Council strongly encouraged FiberNet staff to accelerate the completion, by the end of 2018, for service connections for the approximately 1000 FiberNet customers who had requested service in the last year. FiberNet staff has analyzed the impact of the acceleration on the Cost Benefit Analysis (CBA) and determined there would be minimal impact to accelerate the Project. In order to expedite the completion of the remaining overhead portion (Phase V) of the total project it will be necessary to accelerate the construction and associated material acquisition for this portion of the project. Phase V will consist of the installation of 330 Multiple Service Terminals (MSTs) and 201,000 feet of fiber optic cable which provide internet connection opportunity to approximately 1550 city residents and business in the west area of the city.

FiberNet staff has successfully negotiated with the construction contractor (Earthcom) to apply the same unit prices as they competitively bid (low bidder) on Phase II of the project. Staff also has achieved a commitment from the material suppliers for Phase V to provide materials at the same unit pricing as was awarded on Phase II (based on low bids) with a 3% inflationary factor. This will save approximately one (1) to two (2) months of administrative time in preparing, issuing, analyzing and awarding RFPs for the construction/material requirements. Staff is convinced that the existing unit prices from Phase II are reasonable.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

**RECOMMENDATION:** It is recommended by staff that the City Council approve the expediting of the FiberNet Project by using the same unit prices contained in the contract that was awarded to Earthcom by City Council on October 2, 2017 for Phase II of the FiberNet Project for the construction of Phase V of the Project in an amount not to exceed \$253,500 with a \$25,000 contingency and authorize the City Clerk to sign the contract. In addition, staff also recommends the City Council approve the acquisition of major material for Phase V of the FiberNet Project from suppliers who have previously been awarded unit priced material supply contracts (base on low bids) for Phase II of the FiberNet Project at the same unit prices plus a 3% inflationary factor for Phase V in an amount not to exceed \$64,000.

**FISCAL EFFECTS:** The total FiberNet Project Cost-Benefit Analysis and construction budget of \$2,460,357 remains achievable.

**ALTERNATIVES:** 1) Suggestions by City Council

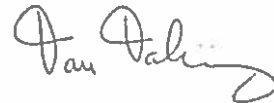
**CITY GOAL CLASSIFICATION: GOAL AREA IV -- INFRASTRUCTURE**

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

Respectfully Submitted,



Edward E. Rice, P.E.  
Electric Utilities Director



Tom Tarkiewicz  
City Manager



**ADMINISTRATIVE REPORT**  
**APRIL 16, 2018 - CITY COUNCIL MEETING**

**REPORT TO:** Honorable Mayor and Council Members

**FROM:** Ed Rice, Director of Electric Utilities  
Tom Tarkiewicz, City Manager

**SUBJECT:** Purchase of Underground Fiber Optic Service Installation Plow

**BACKGROUND:** The City Council approved the construction and commissioning of the new FiberNet Project at its regular meeting on March 20, 2017. The project is now entering into the system underground construction phase (Phase IV). The installation of underground fiber optic service cable will be required to connect residents to the system by vibratory plowing the fiber cable from the system to the residential premise. This method is less disruptive to lawn areas and reduces the costs associated with lawn restoration. The underground FiberNet services will be installed by City FiberNet technicians.

Quotes were solicited and received from the two primary suppliers of vibratory plowing units with the following results:

Ditch Witch (Howell, MI)	\$23,538.48
Vermeer (Fowlerville, MI)	\$23,950.00

**RECOMMENDATION:** The FiberNet staff evaluated the two units and has determined that the best qualified bid is the Vermeer unit at \$23,950. Both units are tracked rather wheeled which reduces the amount of lawn damage. The Vermeer unit has remote control which provides the operator with a better field of view during operation. It is recommended by FiberNet staff that the City Council approve the purchase of a vibratory plow from Vermeer in the amount of \$23,950.00 and authorize the City Clerk to sign the purchase agreement.

**FISCAL EFFECTS:** The cost acquisition of a vibratory plow was included in the FiberNet Cost Benefit Analysis (CBA) in the amount of \$36,000 as part of the fiber optic service installation estimated cost. Therefore, the total FiberNet Project (CBA) construction budget of \$2,460,357 remains achievable.

**ALTERNATIVES:** 1) Suggestions by City Council

**CITY GOAL CLASSIFICATION:** GOAL AREA IV -- INFRASTRUCTURE

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

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

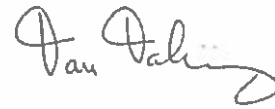
f 269.781.3835

cityofmarshall.com

Respectfully Submitted,

A handwritten signature in cursive script that reads "Ed Rice".

Edward E. Rice, P.E.  
Electric Utilities Director

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

Tom Tarkiewicz  
City Manager