



**MARSHALL CITY COUNCIL AGENDA**

**MONDAY – 7:00 P.M.**

**October 1, 2018**

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) INVOCATION
- 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. Authorized Signers on City Bank Accounts P. 3  
 City Council will consider the recommendation to approve the resolution authorizing Jon B. Bartlett, Finance Director and Tom Tarkiewicz, City Manager as legal signers for accounts belonging to the City of Marshall and authorizing Cynthia Tanner, Payroll/Accounting Clerk, and William Dopp, City Treasurer, to conduct daily business effective October 12, 2018
- B. City Council Minutes P. 5  
 Regular Session.....Monday, September 17, 2018
- C. City Bills P. 9  
 Regular Purchases..... \$ 196,127.55  
 Weekly Purchases – 9/14/18..... \$ 50,444.59  
 Weekly Purchases – 9/21/18..... \$ 1,821,285.09  
 Total..... \$ 2,067,857.23

- 8) PRESENTATIONS AND RECOGNITIONS
- 9) INFORMATIONAL ITEMS
- 10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

- A. Neighborhood Improvement Authority Public Hearing P. 14  
 City Council will conduct a public hearing to hear public comment regarding a Neighborhood Improvement Authority. No further action will be taken at this time.

- 11) OLD BUSINESS
- 12) REPORTS AND RECOMMENDATIONS

- A. Marshall Area Farmer's Market – Manager Contract P. 16  
 City Council will consider the recommendation to execute a contract with Jen Rice, as a contracted service provider, to perform the Market Manager duties as of October 1, 2018.

Mayor:

Jack Reed

Council Members:

Ward 1 - Scott Wolfersberger

Ward 2 - Nick Metzger

Ward 3 - Brent Williams

Ward 4 - Michael McNeil

Ward 5 - Robert Costa

At-Large - Joe Caron



- B. 2018 Old US 27 South Water Main Extension P. 21
- C. Testing, Hauling, Land Application, and Agronomic Management of Wastewater Sludge P. 22

City Council will consider the recommendation to approve the bid for the water main replacement on Old US 27 South from Hoffman Brothers Inc. of Battle Creek, MI in the amount of \$548,552.04 with a contingency in the amount of \$51,447.96 for a total of \$600,000. It is also recommended for City Council to authorize a budget adjustment for the amount of the project that exceeds the original budget amount of \$500,000.

City Council will consider the recommendation to approve a three-year agreement with Gawne Trucking, LLC for Testing, Hauling, Land Application, and Agronomic Management of Wastewater Sludge and authorize the Clerk to sign the agreement.

**13) APPOINTMENTS / ELECTIONS**

- A. Downtown Development Authority / Local Development Finance Authority Appointments P. 23
- B. Marshall Farmers Market Advisory Board

City Council will consider the recommendation to reappoint Sue Damron and Mike Fallon to the Downtown Development Authority and Local Development Finance Authority with terms expiring September 15, 2022.

City Council will consider the recommendation to reappoint Lora Finch and Ken Harshman to the Marshall Farmers Market Advisory Board with terms expiring October 20, 2021.

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

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

**15) COUNCIL AND MANAGER COMMUNICATIONS**

**16) ADJOURNMENT**

Respectfully submitted,

A handwritten signature in black ink that reads "Tom Tarkiewicz". The signature is written in a cursive style with a large, sweeping "T" and "C".

Tom Tarkiewicz  
City Manager



**ADMINISTRATIVE REPORT**  
**October 1, 2018 - CITY COUNCIL MEETING**

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

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

**SUBJECT:** Authorized Signers on City Bank Accounts

**BACKGROUND:** Banking and financial institutions require a resolution from the governing body for the persons authorized to have access to bank accounts held in the name of and for the City of Marshall. Periodically this resolution needs to be "updated" for the record. With the upcoming retirement of our Payroll/Accounting Clerk it is necessary for the City Council to affirm those persons authorized as account signers for the City of Marshall. All city accounts will be updated with new signature cards and this resolution shall be placed on file with all financial institutions holding moneys belonging to the City.

**RECOMMENDATION:** Adopt the attached resolution authorizing Jon B. Bartlett, Finance Director and Tom Tarkiewicz, City Manager as legal signers for accounts belonging to the City of Marshall and authorizing Cynthia Tanner, Payroll/Accounting Clerk, and William Dopp, City Treasurer, to conduct daily business effective October 12, 2018.

**FISCAL EFFECTS:** None. This is an administrative policy only.

**ALTERNATIVES:** As suggested by the Council.

Respectfully submitted,

Jon 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 of Marshall  
RESOLUTION # 2018-XX

**WHEREAS**, all financial institutions require a resolution to name or change persons authorized to act on behalf of the City of Marshall on checking, savings, pool funds, investments, or share accounts; and

**WHEREAS**, Cassandra Heitfeld has announced her retirement after 35 plus years of dedicated service effective October 12, 2018, and Cynthia Tanner will be replacing Cassandra effective October 12, 2018.

**THEREFORE, BE IT RESOLVED**, that the Marshall City Council certifies to all financial institutions where accounts are held in the name of and on behalf of the City of Marshall that the following persons are authorized to transact business on said bank accounts effective October 12, 2018:

Jon B. Bartlett, Finance Director  
Tom Tarkiewicz, City Manager  
William Dopp, City Treasurer  
Cynthia Tanner, Payroll/Accounting Clerk

AYES:

NAYS:

Dated: October 1, 2018

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Trisha Nelson, City Clerk

I, Trisha Nelson, being duly sworn as the City Clerk for the City of Marshall, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, city of Marshall, county of Calhoun, state of Michigan, at a regular meeting held on October 1, 2018 and that said meeting was conducted in accordance with the Open Meeting Act and that the minutes of said meeting were kept and will be or have been made available to the public.

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Trisha Nelson, City Clerk

**CALL TO ORDER**

IN REGULAR SESSION Monday, September 17, 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, and Mayor Reed.

Also Present: City Manager Tarkiewicz and Clerk Nelson.

Absent: Council Member Williams.

Moved Metzger, and supported Costa, to excuse the absence of Council Member Williams. On a voice vote: **MOTION CARRIED.**

**INVOCATION/PLEDGE OF ALLEGIANCE**

Mayor Reed led the Pledge of Allegiance.

**APPROVAL OF THE AGENDA**

Moved Metzger, supported Caron, to approve the agenda with the addition of the Michigan South Central Power Agency Invoice in the amount of \$791,503.79, event reports for the Grand River Brewery Grand Opening and Sibley Lane Block Harvest Celebration, and Closed Session to discuss exempt material. On a voice vote – **MOTION CARRIED.**

**PUBLIC COMMENT ON AGENDA ITEMS**

None.

**APPOINTMENT OF WARD ONE CITY COUNCIL MEMBER**

Moved Metzger, supported Caron, to approve the appointment of Scott Wolfersberger to fill the vacant Ward One City Council Seat. On a voice vote – **MOTION CARRIED.**

Clerk Nelson administered the Oath of Office to Scott Wolfersberger for Ward One City Council Member.

**CONSENT AGENDA**

Moved Caron, supported McNeil, to approve the Consent Agenda:

- A. Scheduled a public hearing for October 15, 2018 to hear public comment regarding a PA 425 Land Transfer for property owned by Family Bible Church, 725 North Old US 27;
- B. Approve the contract and resolution with MDOT for assistance with their

- preliminary engineering work on Michigan Avenue and authorize the Clerk to sign the agreement;
- C. Minutes of the City Council Regular Session held on Monday, August 20, 2018 and Special Session held on Monday, August 27, 2018;
  - D. Approve city bills in the amount of \$ 1,544,827.55;

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

## **PRESENTATIONS AND RECOGNITION**

### **A. Suicide Prevention Month Proclamation:**

#### **CITY OF MARSHALL, MICHIGAN**

#### **PROCLAMATION**

#### **September Is National Suicide Prevention Awareness Month**

**WHEREAS;** September is known around the United States as National Suicide Prevention Awareness Month and is intended to help promote awareness surrounding each of the Suicide Prevention resources available to us and our community. The simple goal is to learn how to help those around us and how to talk about suicide without increasing the risk of harm; and

**WHEREAS;** Suicidal thoughts can affect anyone regardless of age, gender, race, orientation, income level, religion, or background; and

**WHEREAS;** According to the CDC, each year more than 41,000 people die by suicide; and

**WHEREAS;** Suicide is the 10<sup>th</sup> leading cause of death among adults in the US, and the 2<sup>nd</sup> leading cause of death among people aged 10-24; and

**WHEREAS;** Marshall, Michigan is no different than any other community in the country, but chooses to publicly state and place our full support behind local educators, mental health professionals, athletic coaches, pack leaders, police officers, and parents, as partners in supporting our community in simply being available to one another; and

**WHEREAS;** local organizations like Suicide Prevention Services (SPS) and national organizations like the National Alliance on Mental Illness (NAMI) are on the front lines of a battle that many still refuse to discuss in public, as suicide and mental illness remain too taboo a topic to speak on; and

**WHEREAS,** every member of our community should understand that throughout life's struggles we all need the occasional reminder that we are all silently fighting our own battles; and

**WHEREAS**, I encourage all residents to take the time to inquire as to the wellbeing of their family, friends, and neighbors over the next few days and to genuinely convey their appreciation for their existence by any gesture they deem appropriate. A simple phone call, message, handshake, or hug can go a long way towards helping someone realize that suicide is not the answer.

**NOW, THEREFORE**, be it resolved that I, Mayor Jack Reed, do hereby proclaim the month of September 2018, as National Suicide Prevention Awareness Month in the City of Marshall.

Dated this seventeenth day of September, 2018, A.D.

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Jack Reed, Mayor

### **INFORMATIONAL ITEMS**

Event Reports were provided for the Grand River Brewery Grand Opening and the Sibley Lane Block Harvest Celebration.

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

None.

### **OLD BUSINESS**

None.

### **REPORTS AND RECOMMENDATIONS**

#### **A. Professional Engineering Services with Stantec Consulting:**

**Moved** Metzger, supported Costa, to approve the City Council will consider the recommendation to approve the following projects utilizing the current Master Services Agreement with Stantec Consulting and authorize the City Clerk to sign any necessary documents:

- **Michigan Avenue Water Main Replacement** – Engineering Costs not to exceed \$102,400
- **North Marshall Water Storage Tank** – Engineering Costs (Preliminary Design Report) \$30,700
- **Perrin Dam Water Main Relocation** – Engineering Costs \$104,200

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

### **APPOINTMENTS/ELECTIONS**

**A. Airport Board Appointment:**

**Moved** McNeil, supported Wolfersberger, to approve the reappointment of Steve Buller to the Airport Board with a term expiring October 1, 2021. On a voice vote – **MOTION CARRIED.**

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

Kathy Miller of 540 Cosmopolitan announced there would be a Winter Farmer's Market and they are working out the details of the new location.

**COUNCIL AND MANAGER COMMUNICATIONS**

**CLOSED SESSION**

**Moved** McNeil, supported Metzger, to enter into Closed Session under section 8 (f) of the Michigan Open Meetings Act to consider material exempt from discussion or disclosure by state or federal statute. On a roll call vote – ayes: Caron, Costa, McNeil, Metzger, Mayor Reed, and Wolfersberger; nays: none. **MOTION CARRIED.**

Enter into Closed Session at 7:46 p.m.

Return to Open Session at 8:56 p.m.

**ADJOURNMENT**

The meeting was adjourned at 8:57 p.m.

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

\_\_\_\_\_  
Trisha Nelson, City Clerk



INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
42611	USEP ID	ACTIVE911, INC		340.75
246719	AD-VISOR & CHRONICLE	DEVICE PURCHASE		296.60
3487	ALL RELIABLE SERVICES	AUGUST ADS		2,528.32
89043	ALL-TRONICS INC	LINE CLEARANCE TREE TRIMMING FOR JULY-DE 2019.025		81.00
89042	ALL-TRONICS INC	QTRLY FIRE ALARM MONITORING 10/1/18--12/		120.00
89044	ALL-TRONICS INC	MONITORING 10/01/18--03/31/19		81.00
123498	AMERICAN LEGAL PUBLISH	QTRLY FIRE ALARM MONITORING 10/01/18 - 1		204.95
225-435612	AUTO VALUE MARSHALL	CODE OF ORDINANCES, 2018 S-6 FOLIO SUPPL		43.58
2265759003	AUTO ZONE INC	RATCHET STRAP		148.99
2265759191	AUTO ZONE INC	DURALAST GOLD		148.99
2265762007	AUTO ZONE INC	DURALAST GOLD		(18.00)
2265762008	AUTO ZONE INC	CREDIT		(18.00)
SI-1548910	AXON ENTERPRISE, INC	CREDIT		289.00
284071-IN	BEAVER RESEARCH CO	INERT SIM CART, TARGET, CONDUCTIVE		770.00
BLU-8849	BLU FISH CONSULTING, L	FILTER/FEEDER		60.00
916091130	BORDER STATES INDUSTRI	FIBERNET WEBSITE HOSTING		770.00
95925	BOSHEARS FORD SALES IN	LANDYIS & GYR ELECTRIC METERS	2019.070	784.52
911GOVAGNCY2018000	CALHOUN COUNTY CONS DI	2009 FORD E450		29,397.37
092018	CARRIS, STEVE	2018 FOURTH QUARTER CALLS FOR SERVICE		350.00
3772	CB HALL ELECTRIC COMPAI	SET BASEBOARDS, GLUE AND CAULK		140.00
PCS7958	CDW-G GOVERNMENT	FOUNTAIN CONTROLS - SERVICE CALL		(180.44)
108165/1	CEM SUPPLY INC	LOGITECH KEYBD		198.27
108164/1	CEM SUPPLY INC	SERVICE		185.87
108163/1	CEM SUPPLY INC	SERVICE/RPR		198.27
MAR-02-003	CHALLENGER TECHNOLOGIE	SERVICE/RPR		19,281.99
221109	CHEMCO PRODUCTS INC	LABOR FOR PHASE 4 OF FIBERNET- BORING AT 2018.366		10,445.45
27135	COLDWATER DAILY REPORT	BLANKET PO FOR POLYMER	2019.014	295.00
148777	D & D MAINTENANCE SUPP	PT DRIVER AD		810.00
149001	D & D MAINTENANCE SUPP	CARPETS CLEANED		370.60
149003	D & D MAINTENANCE SUPP	JANITORIAL SUPPLIES		513.00
149115	D & D MAINTENANCE SUPP	JANITORIAL SUPPLIES		249.25
530549	DARLING ACE HARDWARE	JANITORIAL SUPPLIES		10.95
532325	DARLING ACE HARDWARE	BATTERIES, KEYS		(9.18)
532484	DARLING ACE HARDWARE	BUSHINGS, COUPLG		19.99
530931	DARLING ACE HARDWARE	HOE		11.99
534453	DARLING ACE HARDWARE	NOZZLE		52.86
534614	DARLING ACE HARDWARE	GAS CAN, STIHL HP ULTRA		34.40
534608	DARLING ACE HARDWARE	NUTS, BOLTS		39.96
534690	DARLING ACE HARDWARE	HANDLE THRD, BRUSH		43.96
534787	DARLING ACE HARDWARE	SQUARE, LEVEL, TAPE RULE		40.96
534959	DARLING ACE HARDWARE	NOZZLE GUN, GARDEN SPRAYER, GLUE		28.98
534790	DARLING ACE HARDWARE	CABLE TIES, CORD		7.58
534767	DARLING ACE HARDWARE	DUCO CEMENT, OIL		6.99
3691	DIGICOM GLOBAL INC	CABLE TIES		1,778.00
66943	EARTHCOM INC.	PAGER REPAIR/BATTERIES	2019.056	31,922.73
3248468	EDWARDS INDUSTRIAL SAL	CONSTRUCTION OF PHASE 5 OF FIBERNET ( EX 2018.367		82.45
7271	ENMET, LLC	HOSE ASSY		678.81
1199612	ERIC DALE HEATING & AI	RECON4A		3,200.00
31715	ERIC DALE HEATING & AI	LENNOX 13 SEER AIR CONDITIONER- ROOFTOP 2019.109		907.00
S102767105.002	ETNA SUPPLY	FIRE DEPT A/C PM		185.54
S102783152.001	ETNA SUPPLY	FLEX COUPLING, REPAIR CLAMP		166.84
56336	FERGUSON WATERWORKS #3	REPAIR CLAMP		484.50
3274914	GLOBAL RENTAL CO., INC	SWVL HYD ADPT		(1,915.57)
3918	GOODWIN'S PLUMBING, LL	CREDIT FOR 08/15/18 - 09/05/18		131.49
3919	GOODWIN'S PLUMBING, LL	SERVICE CALL		126.75
3917	GOODWIN'S PLUMBING, LL	SERVICE CALL		131.49
9883478449	GRAINGER	SERVICE CALL		408.93
9305994122	GRAYBAR ELECTRIC	PORTABLE LOCKOUT KIT		288.80
9306020584	GRAYBAR ELECTRIC	COMMSCOPE SPLICING MATERIALS QUOTE#0230 2019.098		6,624.45
9305994121	GRAYBAR ELECTRIC	COMMSCOPE SPLICING MATERIALS QUOTE#0230 2019.098		5,034.00
9306143731	GRAYBAR ELECTRIC	DROP CABLES	2018.431	10,765.00
12043	GUTTERS R US LLC	COMMSCOPE FIBER- 48 & 96 COUNT	2019.104	566.00
11903	GUTTERS R US LLC	MRLEC - LAWN CARE		931.00
290592	HAVILAND PRODUCTS COMP.	MRLEC LAWN CARE		619.23
2858	HE CLEANS TOO, LLC	CHLORINE GAS CYL, SULFUR DIOXIDE	2019.015	81.18
100243-0818	HERITAGE CLEANERS	JANITORIAL SUPPLIES		271.50
77645	HERMANS MARSHALL HARDW.	LAUNDRY - AUGUST		111.48
83737	HERMANS MARSHALL HARDW.	FI7 T8 ECO		38.25
83806	HERMANS MARSHALL HARDW.	PACKING TAPE, HITCH PIN, STARTING FLUID,		53.45
78452	HERMANS MARSHALL HARDW.	HOSE, SILICONE, ANT SPRAY, RESPIRATOR, B		16.98
83763	HERMANS MARSHALL HARDW.	POWER STRIP, ORGANIZER		45.45
83854	HERMANS MARSHALL HARDW.	BATTERIES, HEX KEY		1.99
77661	HERMANS MARSHALL HARDW.	VELCRO		14.83
39531	HOFFMAN AG SERVICE, LT	ELBOWS, COUPLING, GLUE KIT		150.38
3035990727	IDEXX DISTRIBUTION COR	CROSSBOW, ROUNDUP, 24D		1,084.61
M25691	IMPACT SOLUTIONS	BACTI SUPPLIES		154.50
8439	J AND K PLUMBING SUPPL	BIRDING EVNT FLYER - BROOKS NATURE AREA		(61.45)
8448	J AND K PLUMBING SUPPL	PIPE BLK		1.03
8438	J AND K PLUMBING SUPPL	NIPPLE BLK		101.64
		SUPPLIES		

APPROVAL LIST FOR CITY OF MARSHALL  
 EXP CHECK RUN DATES 09/21/2018 - 10/25/2018  
 UNJOURNALIZED  
 OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
8323	J AND K PLUMBING SUPPL	CLAMP REPAIR		12.60
8188	J AND K PLUMBING SUPPL	PIPE		66.36
7798	J.C. EHRLICH	BED BUG CORRECTIVE SERVICE		600.00
15265	J.C. EHRLICH	BED BUG HEAT TREATMENT		1,200.00
1071076	JOHNSON, ROSATI, SCHUL	GENERAL MATTERS		1,400.67
3370	KF LAWN SERVICE	2018 LAWN MOWING CONTRACT AT VARIOUS CIT	2019.102	3,512.00
875824	KIESLER'S POLICE SUPPL	FEDERAL PREM 9MM		268.87
497820	KITCHEN SHOP OUTLET	MARSHALL HOUSE COUNTER TOP AND SIDE SPLA		215.00
1049646	LEGG LUMBER	2X4X12 SPF		55.92
1049665	LEGG LUMBER	EXT SCR STAR DR, PREM, TREATED LUMBER		100.28
1049636	LEGG LUMBER	WOOD STAKES		13.69
1049625	LEGG LUMBER	EXT SCR GLD, WOOD STAKES, SPF		93.60
1049669	LEGG LUMBER	SPF		50.72
1049666	LEGG LUMBER	OSB		17.99
1049264	LEGG LUMBER	PLYWOOD		37.99
1049266	LEGG LUMBER	PLYWOOD		(10.30)
14196-14218	LEWEY'S SHOE REPAIR	STEELE, CROW - BOOT ALLOWANCES		630.00
422240	MARSHALL ANIMAL CARE C	BINGO		14.00
422239	MARSHALL ANIMAL CARE C	BINGO'S WELLNESS VISIT		74.00
11013C11831	MARSHALL MEDICAL ASSOC	NORTON, SCHIPPER		114.00
8440	MARSHALL WELDING & FAB	FABRICATE ALUMINUM LIGHT BRACKET		30.00
200004745	MICHIGAN ASSOCIATION O	JAMES SCHWARTZ - WIN 19 REGISTRATION		230.00
200004737	MICHIGAN ASSOCIATION O	SCOTT MDDONALD - WIN 19 REGISTRATION		230.00
072618	MICHIGAN LAW ENFORCEME	ANDREW GROENEVELD - SCHOOL RESOURCE OFFI		250.00
17857	MICHIGAN MUNICIPAL LEA	WEBSITE CLASSIFIED ADS		67.80
17851	MICHIGAN MUNICIPAL LEA	WEBSITE CLASSIFIED ADS		58.80
1670-F18-11	MICHIGAN STATE UNIVERS	FIRST LINE SUPERVISION - ANTHONY PHILPOT		1,300.00
89293979	MSC INDUSTRIAL SUPPLY	MARKING PAINT		179.76
411826	NORTH CENTRAL LABORATO	BLANKET PO FOR LAB SUPPLIES	2019.013	663.28
665225	NYE UNIFORM COMPANY	ADD STRIPE TO PANTS		211.25
668112	NYE UNIFORM COMPANY	RAINCOATS		213.36
666980	NYE UNIFORM COMPANY	TASER HOLSTER		39.50
88521	O'LEARY WATER CONDITIO	WATER DELIVERED		18.00
1143588	OFFICE 360	RPT COVER		25.49
1152186	OFFICE 360	CORRECTION TAPE		20.91
1147816	OFFICE 360	PAPER, CLIPS		33.88
1152166	OFFICE 360	ANTISEPTIC TOWELS		4.10
2018-0013	PARKS COMMUNICATION SO	INSTALL SERVICES, RPR - WIFI ISSUES		380.00
2018-100117	PLD TECHNICAL SERVICES	CONSULTATION SERVICES		522.00
2018-100116	PLD TECHNICAL SERVICES	CONSULTATION SERVICES		190.00
56294976	POWER LINE SUPPLY	ARRESTER		533.03
56294975	POWER LINE SUPPLY	CONNECTOR		23.07
56294974	POWER LINE SUPPLY	U-GUARD		279.48
56290894	POWER LINE SUPPLY	MATERIALS FOR LINE DISTRIBUTION- METER S	2019.103	2,206.88
56290895	POWER LINE SUPPLY	MATERIALS FOR LINE DISTRIBUTION- METER S	2019.103	1,824.56
292369	PRINTLINK	TAX PAPER		388.50
12853	RADIO COMMUNICATIONS	PROGRAM UNITS TO CUSTOMERS REQUESTS		180.00
16539	RIGHT WAY CONTROL LLC	CURB LINE WEED CONTROL	2019.100	12,745.00
784302	SD MYERS LLC	OIL TESTING	2019.105	2,121.00
311161	SOLOMON CORPORATION	NITROGEN SYSTEM FOR 15 MVA 3 PHASE SUBST	2019.085	8,630.00
2018-158	SPRUCE STREET LANDSCAP	LABOR, MULCH		1,124.70
SA000038464	STANARD & ASSOCIATES,	LAW ENFCRMT OFFCR SELECTION TESTS		235.00
591-10359044	STATE OF MICHIGAN - MD	AIRPORT WEATHER OBS DATA SYSTEM		617.80
591-10359332	STATE OF MICHIGAN - MD	RAIL AGREEMENTS		460.00
127260-0918	THOMAS NEIDLINGER MD	ZEBOLSKY		85.00
MAR12320	TIRE CITY TIRE PROS	REPAIRS TO DART 13	2019.117	4,134.73
3780566	TOSHIBA AMERICA BUSINE	COPIER LEASE		68.85
227771	U.S. INSPECTION GROUP	TRAINING SEMINAR - KEN FOSTER		375.00
161 0028423	UNIFIRST CORPORATION	DPW		57.79
161 0028424	UNIFIRST CORPORATION	PUBLIC SERVICES		174.58
161 0027925	UNIFIRST CORPORATION	DPW		51.87
161 0027926	UNIFIRST CORPORATION	PUBLIC SERVICES		174.58
161 0027927	UNIFIRST CORPORATION	POWER HOUSE		52.87
161 0028426	UNIFIRST CORPORATION	WATER DEPT		34.21
161 0028427	UNIFIRST CORPORATION	MARSHALL HOUSE		39.57
161 0028425	UNIFIRST CORPORATION	POWER HOUSE		52.87
161 0028422	UNIFIRST CORPORATION	WASTE WATER		25.74
161 0027924	UNIFIRST CORPORATION	WASTE WATER		25.74
161 0027929	UNIFIRST CORPORATION	MARSHALL HOUSE		39.57
161 0027928	UNIFIRST CORPORATION	WATER DEPT		34.21
530354450	UTILITIES INSTRUMENTAT	PREVENTATIVE MAINTNANCE OF BREAKERS - QU	2019.106	11,836.80
GRAND TOTAL:				196,127.55

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
225-430980	AUTO VALUE MARSHALL	AUTO/MARINE CORE		(18.00)
225-431001	AUTO VALUE MARSHALL	COLOR GRADE FAST		22.09
225-429699	AUTO VALUE MARSHALL	FILTER, OIL		76.79
225-432241	AUTO VALUE MARSHALL	AIR FILTER		46.21
225-432058	AUTO VALUE MARSHALL	FILTER, OIL, LED WORK LAMP		101.22
225-431486	AUTO VALUE MARSHALL	PTO SWITCH		44.98
225-434701	AUTO VALUE MARSHALL	IGNITION COIL, AUTOLITE IRIDIUM		563.28
225-433604	AUTO VALUE MARSHALL	2 BACKUP, 2 COARSE ROLO, ROLOC DISC		45.89
225-434268	AUTO VALUE MARSHALL	BLADE FUSE, CARWASH		10.68
225-434354	AUTO VALUE MARSHALL	ANTI-SEIZE		7.89
225-432868	AUTO VALUE MARSHALL	FILTERS		125.59
225-432476	AUTO VALUE MARSHALL	ATC FUSE BLOCK		36.04
225-432406	AUTO VALUE MARSHALL	TAPERED ROLLER		33.16
225-430269	AUTO VALUE MARSHALL	RUNNING BOARD BRACK & FORD		391.00
225-434789	AUTO VALUE MARSHALL	COIL RETURN		(517.14)
BLU-8896	BLU FISH CONSULTING,	T'S, POSTERS, FLYERS, BANNERS		3,734.22
BLU-8892	BLU FISH CONSULTING,	MEDIA, PROMOTIONS		6,574.20
090718	BOTTOMLEE, BETTY	PET DEPOSIT REFUND		210.00
700003456-0918	BRONSON HEALTHCARE GR	JASKIE, WISE		300.00
0907	CARRIS, STEVE	PAINT WALLS ONLY IN #102		350.00
082418	CARRIS, STEVE	PAINT HALLWAYS ON 3RD FLR, LAUNDRY & BE		1,025.00
2550996025-0918	CHEMICAL BANK SOUTH	HSA ACCT #2550996025 SEARS, THERESA		800.00
09/13/2018	CLARK, DAVID	UB refund for account: 3203000037		45.32
09/13/2018	DELANEY, CHRISTOPHER	UB refund for account: 101650029		65.38
09/13/2018	DUDLEY, MARK	UB refund for account: 300450001		12.54
09/13/2018	GIBSON, GARRETT	UB refund for account: 3108100009		74.38
2-2018	GRAND HOTEL	2018 MPARKS GRAND EXPERIENCE - TRIP OCT 2019.094		22,758.00
09/13/2018	HARDER, LEAH	UB refund for account: 3004170025		46.14
091018	HOYT, MARIE	DEPOSIT REFUND		246.00
091018	HUEPENBECKER, JOHN	BOOT ALLOWANCE		180.20
08/25/18	SMITH, MARVIN	TOKENS & COUPONS REDEEMED		2.00
090418	SOEBBING, JOYCE	REIMBURSEMENT FOR SPRINKLER HEAD		15.90
091118	STATE OF MICHIGAN ENV	CHAD HAZEL'S LICENSE RENEWAL		95.00
09/13/2018	SUNDBERG, ZELLA	UB refund for account: 3102300001		5.76
55834090	WEX BANK	ACCT #0470-00-462076-1		10,185.68
09/13/2018	WHITMAN, ZACHARY	UB refund for account: 3200730053		68.48
10040764-0918	WOW! INTERNET-CABLE-P	ACCT #010040764		1,359.83
1280612	XEROX FINANCIAL SERVI	LEASE PAYMENT		1,320.88
GRAND TOTAL:				50,444.59

User: ctanner  
DB: Marshall

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
269781444709-18	A T & T	269 781-4447 749 4		359.66
269781907009-18	A T & T	269-781-9070 573 1		95.29
269789901109-18	A T & T	269 789-9011 599 1		128.55
091818-G	ADK DESIGNS	ENERGY OPTIMIZATION - LED LIGHTING		586.80
287238047810X09111	AT&T MOBILITY	0903		62.60
09/20/2018	BRYANT, RICHARD	UB refund for account: 2002440011		227.80
2018 SMR #1	CALHOUN COUNTY TREASU	2018 SUMMER DIST #1 08/01/18 - 08/31/18		807,339.79
2018 SMR #1	CALHOUN INTERMEDIATE	2018 SUMMER DIST #1 08/01/18 - 08/31/18		224,268.77
135300330100	CHIMNER, DENNIS	PROPERTY TAX REFUND 1406 O'KEEFE		9.20
091718	CLARK, DANNY	ENERGY OPTIMIZATION - LED LIGHTING		20.00
091718-D	CONNOLLY, SUSAN & JOH	ENERGY OPTIMIZATION - DEHUMIDIFIER, DIS		70.00
203319179013	CONSUMERS ENERGY	1030 1852 1130		1,159.79
206522692179	CONSUMERS ENERGY	1030 1580 0248		84.47
206522698903	CONSUMERS ENERGY	1000 0033 5602		253.67
204209108805	CONSUMERS ENERGY	1000 0759 4680		19.21
205810933013	CONSUMERS ENERGY	1000 7224 3312		21.52
206967514807	CONSUMERS ENERGY	1000 0916 3435		68.29
202963185112	CONSUMERS ENERGY	1000 0916 3203		16.94
202963185113	CONSUMERS ENERGY	1000 0916 3971		53.02
091718	CROCE, MICHELLE	ENERGY OPTIMIZATION - REFRIGERATOR		25.00
091718	CULP, SHAUN & LISA	ENERGY OPTIMIZATION - AC, FURNACE, THER		245.00
091718	DABBS, NORMAN & MARY	ENERGY OPTIMIZATION - A/C		100.00
532092	DARLING ACE HARDWARE	SPK PLG, WRENCH, CORNER BRACES, FILTERS		84.22
531383	DARLING ACE HARDWARE	OIL, GAS CAN		25.98
530972	DARLING ACE HARDWARE	LP GAS		10.41
532921	DARLING ACE HARDWARE	WD KILL		7.99
532223	DARLING ACE HARDWARE	NUTS, BOLTS, LIQUID NAIL		4.63
531243	DARLING ACE HARDWARE	GLOVES		31.96
531047	DARLING ACE HARDWARE	TUBING, CLAMP		6.69
531778	DARLING ACE HARDWARE	TIE-DOWN		24.99
532254	DARLING ACE HARDWARE	BUSHING PLSTC, NUTS, BOLTS		2.04
531805	DARLING ACE HARDWARE	5 LB SUPERCUT LINE		54.95
532344	DARLING ACE HARDWARE	AUTOCUT HEAD, HITCH PIN, AIR FILTER		105.81
517453	DARLING ACE HARDWARE	TENT STAKES, CABLE TIES		10.37
521994	DARLING ACE HARDWARE	LQD NAILS		3.99
529955	DARLING ACE HARDWARE	DUSTPAN, BROOM		31.98
529740	DARLING ACE HARDWARE	GLOVES, CABLE TIES, PADLOCK		79.93
091818	DAY, WILLIAM	PHONE CARD		33.29
7018274-0918	EARTHLINK BUSINESS	ACCT #0007018274		69.61
091818	FAMILY BIBLE CHURCH	ENERGY OPTIMIZATION - THERMOSTAT, A/C		92.00
061818-A	FIVE STAR UNDERGROUND	ISLANDS - STARTUP		205.00
061818-B	FIVE STAR UNDERGROUND	PSB STARTUP		75.00
091818	FOLK OIL COMPANY INCO	ENERGY OPTIMIZATION - LED LIGHTING		310.00
091918	FULLER, MIKE	FR LONG SLEEVE SHIRTS		138.94
1633564	GRIFFIN PEST SOLUTION	323 W MICHIGAN AVE		33.00
1633622	GRIFFIN PEST SOLUTION	1201 ARMS ST		42.00
09/20/2018	HANNAH OTTEN	UB refund for account: 843		50.00
83630	HERMANS MARSHALL HARD	REC JO AMP		12.49
83566	HERMANS MARSHALL HARD	HITCH PINS, BITS, CAR WASH, SWIVEL CONN		16.85
83520	HERMANS MARSHALL HARD	BALL VALVE, HOSE ADPTR, BRASS NIPPLE		20.27
83821	HERMANS MARSHALL HARD	SCRAPER, FLANGE, BOLTS		23.77
83804	HERMANS MARSHALL HARD	DEEP WOODS OFF		7.99
83845	HERMANS MARSHALL HARD	PAINT, STRAPS, LINK, BITS, THREAD LOCK,		86.34
83900	HERMANS MARSHALL HARD	FILTER, HOSE		10.28
78458	HERMANS MARSHALL HARD	BLADES, BIT, TRAP KIT		27.26
83598	HERMANS MARSHALL HARD	SINK STOPPER, BOLTS, RPR KIT, DREMEL WH		31.64
83712	HERMANS MARSHALL HARD	SOCKET, WRENCH, BRKR BAR, SCREWS, GREAS		211.50
83904	HERMANS MARSHALL HARD	WRENCH, BITS, BUCKETS, LID, SEED, STORA		120.80
83839	HERMANS MARSHALL HARD	BELLHANGAR BITS		33.98
83774	HERMANS MARSHALL HARD	SCREWS		4.99
83669	HERMANS MARSHALL HARD	BROOM, DUSTPAN		24.98
83675	HERMANS MARSHALL HARD	OUTLET, SHRINK WRAP, TAPE, FAN		67.76
09/20/2018	KASER, LARRY	UB refund for account: 1800420005		59.07
2018 SMR	KELLOGG COMMUNITY COL	2018 SUMMER DIST #1 08/01/18 - 08/31/18		129,457.22
091718-A	KILLEWALD, LAUREN	ENERGY OPTIMIZATION - AC, FURNACE, THER		245.00
091718	KOTELES, KELLY & LEE	ENERGY OPTIMIZATION - FURNACE & A/C		295.00
09/21/2018	LAKE, VICTORIA	UB refund for account: 3202740039		36.39
091718-C	LAKIES, BONNIE	ENERGY OPTIMIZATION - POOL PUMP		250.00
091718	LAWLER, TIM & ROBIN	ENERGY OPTIMIZATION - LED LIGHTING		49.85
135300389300	LERETA, LLC	PROPERTY TAX REFUND - SCHULTE, SANDRA		1,761.21
N7323086	MAILFINANCE INC	LEASE 07/12/18 TO 10/11/18		620.67
4868-0918	MARSHALL COMMUNITY CU	4868 - RICE		925.89
3507-0918	MARSHALL COMMUNITY CU	3507 - MCDONALD		494.84
2922-0918	MARSHALL COMMUNITY CU	2922 - SEARS		233.93
7681-0918	MARSHALL COMMUNITY CU	7681 - TARKIEWICZ		81.75
7617-0918	MARSHALL COMMUNITY CU	7617 - RAMEY		604.90
2018 SMR #1	MARSHALL DISTRICT LIB	2018 SUMMER DIST #1 08/01/18 - 08/31/18		119,683.61
2018 SMR #1	MARSHALL PUBLIC SCHOO	2018 SUMMER DIST #1 08/01/18 - 08/31/18		516,702.31
040218	MARSHALL WELDING & FA	FAB ALUM LIGHT BRACKET		30.00

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
M 08-18	MICHIGAN SOUTH CENTRA	AUGUST NATURAL GAS		449.40
790004405582930709	NEOFUNDS BY NEOPOST	7900 0440 5582 9307		6,066.17
091718	PARTY TIME TENTS	ENERGY OPTIMIZATION - LED LIGHTING		310.00
09/20/2018	PAWLOSKI, NATHAN & WE	UB refund for account: 3204340013		36.38
081418	POTTER, MATTHEW	TRAVEL REIMBURSEMENT		9.17
249-006067262	REPUBLIC SERVICES #24	3-0249-1022021		1,333.63
09/20/2018	SEIFERT, GEORGE AND S	UB refund for account: 2200930003		277.99
091818	SISCO SERVICES	ENERGY OPTIMIZATION - LED LIGHTING		1,632.00
091718-F	SUPER TOBACCO III	ENERGY OPTIMIZATION - LED LIGHTING		600.80
091718-G	THE STORAGE VAULT	ENERGY OPTIMIZATION - LED LIGHTING AT 9		70.20
091718	THOMPSON, BOB	ENERGY OPTIMIZATION - A/C TUNE UP		25.00
9813858239	VERIZON WIRELESS	ACCT #987146080-00001		1,132.28
091718-E	WARREN, JUDY	ENERGY OPTIMIZATION - FURNACE & A/C		225.00
14226414-0818	WOW! BUSINESS	ACCT #014226414		101.41
10058364-0818	WOW! BUSINESS	ACCT #010058364		32.97
GRAND TOTAL:				1,821,285.09



## ADMINISTRATIVE REPORT

October 1, 2018 – CITY COUNCIL MEETING

**TO:** Honorable Mayor and City Council

**FROM:** Jon B. Bartlett, Finance Director  
Kristin Bauer, Director of Public Services  
Tom Tarkiewicz, City Manager

**SUBJECT:** Neighborhood Improvement Authority Public Hearing

**BACKGROUND:** Administrative staff has researched on how the City of Marshall, if asked, could assist in the development of the Golden Rule property on East Drive and other properties by providing public improvements. Staff has determined that a Neighborhood Improvement Authority (NIA) is the best solution. Most of the programs researched were designed for commercially zoned property, while the NIA program is geared for residential zoned areas containing 70% residential zoned properties. A presentation of the proposed NIA and development area was presented to the MAEDA Housing Task Force and a motion of acceptance passed unanimously. At the August 27, 2018, Special City Council Meeting, Council set a public hearing for October 1, 2018 in order to hear public comments concerning the proposed Neighborhood Improvement Authority. The public hearing is only to hear comments on the NIA and no official action by Council needs to be taken once the public hearing is over. Public Act 61 of 2007 that creates the authority, has a 60-day waiting period after the public hearing for staff to incorporate comments into the final NIA development plan and Neighborhood Improvement Authority TIF plan that will be presented to Council on December 4, 2018

**RECOMMENDATION:** It is recommended that the City Council conduct a public hearing in order to hear comments as it relates to the proposed Neighborhood Improvement Authority. Once the public hearing is finished, no further action is needed.

**FISCAL EFFECTS:** The Neighborhood Improvement Authority not only has a Development Plan it also has a corresponding Tax Increment Financing Plan, which would allow the NIA to begin capturing taxes in 2019 if the plan is adopted prior to December 31, 2018. The NIA would only capture City taxes, County taxes, Kellogg Community College taxes, and Ambulance Authority taxes. Each of these taxing jurisdictions has the ability to decide whether their taxes are captured or not. The capturing of taxes by the NIA operates just like the DDA and the LDFA where there is a base initial taxable value and any annual increase of the taxable value of the properties within the development area would be the only amount captured. The taxing jurisdictions would continue to receive

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the current amount of tax they are receiving from all of the properties within the development area.

**ALTERNATIVES:** As suggested by City Council.

**CITY GOAL CLASSIFICATION:**

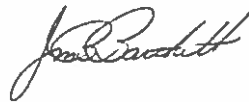
**GOAL AREA 1 – ECONOMIC DEVELOPMENT**

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

**GOAL AREA 4 – INFRASTRUCTURE**

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

Respectfully Submitted,



Jon B. Bartlett  
Finance Director



Kristin Bauer  
Director of Public Works



Tom Tarkiewicz  
City Manager



**ADMINISTRATIVE REPORT**  
**October 1, 2018 - CITY COUNCIL MEETING**

**REPORT TO:** Honorable Mayor and City Council  
**FROM:** Kristin Bauer, Director of Public Services  
Tom Tarkiewicz, City Manager  
**SUBJECT:** Marshall Area Farmer's Market – Manager Contract

**BACKGROUND:** In operation since 2002, the Marshall Area Farmer's Market has operated in Marshall's downtown area bringing fresh fruits and vegetables, meat and poultry, baked goods, plants and flowers, and more to Marshall's citizens and visitors. Management of the Farmer's Market, in 2014, was formalized by the establishment of an appointed advisory board and a part time Market Manager. The Farmer's Market was moved to a larger parking lot at 125 W. Green Street in 2015 and was very successful with 30+ vendors and over 1000 visitors during the busiest market days.

Lynne Meservey has been the Market Manager since January of 2016. Lynne is ready to step back from the paid position. The Board is recommending that Jen Rice be retained as the new Market Manager. A proposed contract is attached.

**RECOMMENDATION:** It is recommended that the City Council execute a contract with Jen Rice, as a contracted service provider, to perform the Market Manager duties starting October 1, 2018

**FISCAL EFFECTS:** This contracted position will be compensated in the amount of \$10,200.00 (\$850.00/month). Funds are available in the Farmer's Market budget.

**ALTERNATIVES:** As suggested by Council.


**CITY GOAL CLASSIFICATION:**


**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.

Respectfully submitted,

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Kristin Bauer  
Director of Public Services

  
Tom Tarkiewicz  
City Manager



# AGREEMENT FOR FARMERS' MARKET MANAGEMENT

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WHEREAS, the City of Marshall ("City" or "Client") is a Michigan municipal corporation with offices at 323 West Michigan Avenue, Marshall, Michigan 49068; and,

WHEREAS, Jen Rice ("Contractor") of 516 West Hanover Street, Marshall, Michigan with experience and knowledge of the Marshall Area Farmers' Market; and,

WHEREAS, City desires to utilize Contractor's skills, knowledge and experience with the operation and management of the City's Marshall Area Farmers' Markets,

NOW THEREFORE, the City and Contractor agree as follows;

## **ARTICLE 1 TERM OF CONTRACT**

1.01. This agreement will become effective on October 1, 2018 and will continue in effect until the services provided under this Agreement have been performed or until terminated as provided in this agreement.

## **ARTICLE 2 SERVICES TO BE PERFORMED BY CONTRACTOR**

2.01. Contractor agrees to be responsible for the overall operation of the Marshall Area Farmers' Market on a yearly basis interfacing effectively with customers, vendors, volunteers, interns, media, the Market Advisory Board, and the City and its applicable departments. Key responsibilities to include:

2.01. 1. Annually securing the Marshall City Council approval for the market to operate.

2.01. 2. Developing and maintaining accurate records and documentation of ongoing Market operations including finances, fund raising efforts, marketing, events, and recruitment of vendors and volunteers, and others as needed.

2.01.3. Attracting, retaining, and managing a diverse mix of vendors and requiring that they comply with City, regulatory and Market rules and procedures.

2.01.4 Presenting a monthly report of the Market's activities to the Market's Advisory Board and playing an active role in the support the Board's goals and mission.

2.01.5 Expanding the market customer base by contributing to marketing, social media, advertising, public speaking, events, and other promotional activities of the market.

2.01.6 Serving as on-site Manager on market days.

2.01.7 Developing a team of market volunteers to contribute to the effective management of the market.

2.01.8 Securing approval for capital outlay purchases from the Advisory Board and placing the orders with the City's purchasing department.

***Method of Performing Services***

2.02 Contractor will determine the method, details and means of performing the services described in Section 2.01. Client may specify only the results desired in regard to specified services.

2.03 Nothing in this agreement shall be construed to prohibit Contractor from performing services on behalf of other clients.

**ARTICLE 3 COMPENSATION**

3.01. In consideration for services to be performed by Contractor, Client agrees to pay Contractor \$850 per month. In no event will the compensation paid to the Contractor be more than the established monthly amount, unless the parties agree otherwise in writing.

3.02. At the end of each month, Contractor will submit to Client a statement of services rendered that month. Client agrees to pay the amount due to Contractor promptly.

**ARTICLE 4 OBLIGATIONS OF CONTRATOR**

4.01. Contractor agrees to hold harmless and indemnify Client for any and all claims arising of any injury, disability or death of Contractor or any of Contractor's employees or agents.

***Assignment by Contractor***

4.03 Neither this agreement nor any duties or obligations under this agreement may be assigned by the Contractor without the prior written consent of the Client.

***Indemnification by Contractor***

4.04 Contractor agrees to indemnify and hold harmless from all costs, including but not limited to reasonable attorney fees, the Client from any employer matching contributions required under any state or federal law or regulation.

## **ARTICLE 5 OBLIGATIONS OF CLIENT**

### ***Cooperation of Client***

5.01. Client agrees to comply with all reasonable requests of Contractor and provide access to all documents reasonably necessary to the performance of Contractor's duties under this Agreement.

### ***Place of Work***

5.02 Contractor will work from a home office. Client agrees to furnish an internal mailbox located at the City Hall, a public phone number for Farmer's Market calls, copier access on City's premises and a portable digital, Wi-Fi compatible tablet for the Contractor's use for work related to the Marshall Area Farmers' Market during the course of this Agreement. At the termination of this Agreement, all City owned equipment will be immediately returned to the City.

### ***Assignment by Client***

5.03 Neither this Agreement nor any duties or obligations under this Agreement may be assigned by Client without prior written consent of the Contractor.

## **ARTICLE 6 TERMINATION OF AGREEMENT**

### ***Expiration of Agreement***

6.01 Unless otherwise terminated as provided in this Agreement, this Agreement shall continue in force until the services provided for have been fully and completely performed and shall then terminate unless renewed in a writing executed by both parties.

6.02 Either party may terminate this Agreement by notifying the other party in writing of the termination at the following addresses:

City of Marshall  
323 Michigan Avenue  
Marshall, MI 49068

Jen Rice  
516 West Hanover Street  
Marshall, MI 49068

### ***Entire Agreement of the Parties***

7.01. This agreement supersedes any and all agreements, both oral and written, between the parties with respect to the rendering of services by the Contractor for Client and contains all of the covenants and agreements between the parties with respect to rendering of these services in any manner whatsoever. Each party acknowledges that no representations, inducements, promises, or agreements, written or oral have been made by either party, or by anyone acting on behalf of either party, that are not embodied

in this Agreement. Any modification of this Agreement will be effective only if it is in a writing signed by the party to be charged.

***Partial Invalidity***

7.02. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

***Payment of Monies due Deceased Contractor***

7.03. If Contractor dies or is dissolved prior to completion of this Agreement, any monies that may be due to the Contractor from Client for services rendered prior to the date of death or dissolution shall be paid to Contractor's executors, administrators, heirs, successors, or assigns.

***Governing Law***

7.04. This Agreement will be governed by and construed in accordance with the laws of the State of Michigan.

Executed at Marshall, Michigan, on \_\_\_\_\_, 2018.

CITY OF MARSHALL

JEN RICE

\_\_\_\_\_  
BY: Trisha Nelson, City Clerk

\_\_\_\_\_  
BY: Jen Rice



**ADMINISTRATIVE REPORT**  
**October 1, 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:** 2018 Old US 27 South Water Main Extension

**BACKGROUND:** Bids were requested for the installation of approximately 3,470 LF of new water main from Wooley Drive to a planned development approximately 2,300 LF south of Wooley Drive where the water main will then turn easterly and, in the future, connect to the existing water main on Pratt Avenue. The project to complete this water main loop has been the City's Capital Improvement Plan for completion during this fiscal year.

Four (4) bids were received on September 24, 2018 for this water main work, they are as follows:

Hoffman Brothers Inc., Battle Creek, MI:	\$548,552.04
Verdeterre Contracting, Inc., Belleville, MI:	\$548,962.50
Rothenberger Co., Inc., Concord, MI:	\$592,960.20
Quality Excavators, Inc., Marshall, MI:	\$1,273,229.00

**RECOMMENDATION:** It is recommended that City Council approve the bid for water main replacement on Old US 27 South to Hoffman Brothers Inc. of Battle Creek, Michigan in the amount of \$548,552.04 with an additional contingency amount of \$51,447.96 for a total of \$600,000.00. It is also recommended that Council authorize a budget adjustment for the amount of the project that exceeds the original budget amount of \$500,000.

**FISCAL EFFECTS:** To authorize a contract in the amount of \$548,552.04 with an additional contingency amount of \$51,447.96 for a total of \$600,000 to be expensed from the Local Development Financing Authority (LDFA) budget line item, 296-900-970.00. This project was budgeted for in the FY19 Capital Improvement Budget for \$500,000. The amount of the project that exceeds the original \$500,000 budget will come from LDFA fund balance.

**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

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**ADMINISTRATIVE REPORT**  
**October 1, 2018 - CITY COUNCIL MEETING**

**REPORT TO:** Honorable Mayor and City Council  
**FROM:** Alec Egnatuk, Wastewater Superintendent  
Kristin Bauer, Director of Public Services  
Tom Tarkiewicz, City Manager  
**SUBJECT:** Testing, Hauling, Land Application, and Agronomic Management of Wastewater Sludge

**BACKGROUND:** The City has been under contract with Gawne Trucking since 2014 for Sludge Hauling. The previous 3-year contract was extended for one year with no increase in price, however, due to increased costs Gawne Trucking was unable to extend the contract for another year. Purchasing sent bid specifications to several haulers known to perform this work in the State of Michigan. Four sludge hauling contractors licensed in Michigan submitted proposals. Contractors were required to submit a price per gallon for hauling sludge, as well as a price for analytical testing of the sludge. The submitted prices were as follows:

Bidder	Hauling Price	Testing
Bio Tech Agronomics	\$0.0534/gallon	\$493
Custom Manure Irrigation, Inc.	\$0.0550/gallon	\$450
Gawne Trucking	\$0.040/gallon	\$375
Michigan AgriBusiness Solutions, Inc.	\$0.040/gallon	\$500

The City typically produces about 2,000,000 gallons of sludge each year. Testing is done 4 times per year. When these factors are considered, Bio Tech's price is \$108,772 annually, Custom Manure's price is 111,800 annually, Gawne Trucking's price is \$81,500 annually, and Michigan AgriBusiness's price is \$82,000 annually.

**RECOMMENDATION:** Approve the City Clerk to sign a three-year agreement with Gawne Trucking, LLC for Testing, Hauling, Land Application, and Agronomic Management of Wastewater Sludge.

**FISCAL EFFECTS:** The current contract price is \$.034/gallon as compared to the proposed price of \$.04/gallon and using the estimated 2,000,000 gallons/year generates an annual increase in costs of \$12,000 which will be absorbed by the Wastewater Fund.

**ALTERNATIVES:** As suggested by the Council.

Respectfully submitted,

Alec Egnatuk  
Wastewater Superintendent

Kristin Bauer  
Director of Public Services

Tom Tarkiewicz  
City Manager

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**ADMINISTRATIVE REPORT**  
**October 1, 2018 - CITY COUNCIL MEETING**

**REPORT TO:** Honorable Mayor and City Council Members  
**FROM:** Tom Tarkiewicz, City Manager  
**SUBJECT:** Appointment to the Downtown Development Authority/Local Development Finance Authority

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

The State statute requires the City Manager to recommend Board appointments. Sue Damron and Mike Fallon terms expire on September 15, 2018. They have requested to be reappointed to a term expiring September 15, 2022.

**RECOMMENDATION:** It is recommended that the City Council approve the reappointments of Sue Damron and Mike Fallon to the Downtown Development Authority and Local Development Finance Authority for terms expiring September 15, 2022.

**FISCAL EFFECTS:** None.

**ALTERNATIVES:** As suggested by Council.

Respectfully submitted,

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

Tom Tarkiewicz  
City Manager

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