



Saginaw City Council
Regular Meeting Agenda
Castle Museum – Morley Room
500 Federal Avenue
January 20, 2018
8:30 a.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

CONSENT AGENDA:

1. Approve the minutes from the January 8, 2018 special meeting, closed session, and regular council meeting.
2. Approve the filing of the 2018 Single Lot Special Assessment Tax Roll in the office of the City Clerk for public examination, and that City Council call a public hearing to be held on February 19, 2018.
3. Approve the insurance policy renewal with Chubb/Federal Insurance Company; Hanover Insurance Group; Cincinnati Insurance Company; and Hudson Insurance Company effective February 1, 2018 to February 1, 2019, for a total of \$364,108.
4. Approve the grant award of \$6,080.71 from the 100 Club of Saginaw County for the purchase of various items for the Saginaw Police Emergency Services Team. Further, approve a budget adjustment for FY 2018 to recognize these funds.
5. Ratification of the grant agreement with the National Association of VOCA Assistance Administrators in the amount of \$4,992 to assist the Saginaw Police Department with costs to participate in the 2018 National Crime Victims' Rights Week, April 8-14, 2018. Further, approve a budget adjustment for FY 2018 to recognize these funds.
6. Ratification of increased purchase order no. 0502193 to ERG Environmental Services by \$2,415, for a new total of \$5,550, for additional clean-up of the Small Arms Range for the Saginaw Police Department.

7. Ratification of an emergency purchase with AKT Peerless Environmental Services, LLC for \$4,989.19 for lead sampling and analysis at the Police Department Building at 612 Federal Avenue.

REPORTS FROM BOARDS AND COMMISSIONS AND COMMITTEES AND APPOINTMENT OF BOARD AND COMMISSION MEMBERS:

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

ADJOURN:

Timothy Morales
City Manager

IF YOU ARE DISABLED AND NEED ACCOMMODATION TO PROVIDE YOU WITH AN OPPORTUNITY TO PARTICIPATE OR OBSERVE IN PROGRAMS, SERVICES, OR ACTIVITIES, PLEASE CALL THE SAGINAW CITY CLERK, 1315 S. WASHINGTON AVE., 759-1480.

A SPECIAL MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, JANUARY 8, 2018, AT 6:00 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Bishop Larry Camel offered a prayer and led the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: John Milne, Demond Tibbs, Annie Boensch, Floyd Kloc, Brenda Moore, Clint Bryant, Michael Balls, John Humphreys, and Dennis Browning: 9. Council Members absent: 0.

ANNOUNCEMENTS

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to suspend the Council Rules of Order. 9 ayes, 0 nays, 0 absent. Motion approved.

MOTIONS AND MISCELLANEOUS BUSINESS

Moved by Council Member Milne, seconded by Council Member Moore to go into a closed session under MCL 15.268(e) regarding pending litigation. Mayor Browning asked Clerk Santos to conduct a roll call vote.

Ayes: Tibbs, Boensch, Kloc, Moore, Bryant, Balls, Humphreys, Milne, Mayor Browning

Nays: None

Absent: None

Motion approved.

Council entered a closed session at 6:04 p.m.

Moved by Council Member Balls, seconded by Council Member Moore to return to regular session at 6:36 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Balls, seconded by Council Member Moore to approve the recommendation of legal counsel regarding pending litigation as discussed in closed session regarding the Taylor-Delavern/Taylor case. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Milne, seconded by Council Member Moore to approve the recommendation of legal counsel regarding pending litigation as discussed in closed session regarding the Rita Johnson case. 9 ayes, 0 nays, 0 absent. Motion approved.

PERSONAL APPEARANCES

There were no personal appearances.

ADJOURNMENT

Moved by Mayor Pro Tem Kloc, seconded by Council Member Boensch to adjourn the meeting at 6:38 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, JANUARY 8, 2018, AT 6:30 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Mayor Browning offered a prayer and led the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: John Milne, Demond Tibbs, Annie Boensch, Floyd Kloc, Brenda Moore, Clint Bryant, Michael Balls, John Humphreys, and Dennis Browning: 9. Council Members absent: 0.

ANNOUNCEMENTS

Clerk Janet Santos announced the following:

- The City asks that citizens refrain from parking on the street or at the end of driveways during and after heavy snow events to allow crews to clear snow away from the curb.
- City Hall will be closed on Monday, January 15 for the Martin Luther King Holiday.

Mayor Browning presented a certificate of recognition to Valerie Hoffman for 23 years of service as the President and CEO of the Underground Railroad.

PUBLIC HEARINGS

Clerk Santos announced the public hearing to consider an amendment to an Obsolete Property Rehabilitation certificate application at 107 S. Washington Avenue. Mayor Browning called for public comments. Tom Miller of Saginaw Future spoke in favor of the request. Mayor Browning called for public comments two additional times. No further comments were given.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Boensch to close the public hearing. 9 ayes, 0 nays, 0 absent. Motion approved.

PERSONAL APPEARANCES

The personal appearances addressed the Council as follows: Dennis Borchard, Melody Jackson, Joyce Seals, Rosa Holliday, Thomas Mudd, Paul Virciglio, Terry Pruitt, and Bishop Larry Camel.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Moore, Tibbs, Milne, Balls, and Mayor Browning.

REPORTS FROM CITY MANAGER

Manager Morales introduced Mayor Pro Tem Kloc. Pro Tem Kloc introduced the members present of the Sister City Delegation that participated in the visit to Tokushima, Japan. Pro Tem Kloc gave a presentation of their visit and gifts that were given to the City. The gifts will be added to the Tokushima display case.

City Manager Tim Morales presented informational updates of City meetings and projects.

Manager Morales introduced Beth Carson Church, Assistant Director of Human Resources. Ms. Church presented the proposed changes to the FY 2018 Personnel Complement.

CONSENT AGENDA:

1. Approve the December 18, 2017 regular council meeting minutes.
2. Approve the mid-year changes to the FY 2018 Personnel Complement.
3. Approve the Adoption Agreement with Municipal Employees' Retirement System (MERS) to establish an account to apply additional contributions to offset future unfunded liabilities.
4. Approve the transfer of ownership of 615 and 705 Johnson via quit claim deeds to the Saginaw Transit Authority and Regional Services.
5. Approve the First Amendment to the Purchase and Development Agreement with Delta College.
6. Approve the polling place agreements with the Bethel A. M. E. Church, First Presbyterian Church, and Peace Lutheran Church.
7. Approve a purchase with Linko Technology, Inc. for \$2,070 for LinkoCTS software maintenance and support.
8. Approve a five-year lease with Ricoh USA for a multi-function printer for the Waste Water Treatment Plant with \$2,495.28 in annual payments, for a total amount of \$12,476.40.
9. Approve a purchase with InSource Solutions Group for \$16,082 for the renewal of annual software maintenance and support fees and individual e-filing services.
10. Approve a purchase with K-Data Systems for \$2,141.15 for Barracuda Energize Web Filter Updates for the Technical Services Department.
11. Approve a purchase with Innovative Software Services, Inc. for \$8,048 for the renewal of City Tax annual software maintenance/support.
12. Approve a purchase with CDW Government, Inc. for \$2,100.80 for Trend Micro Enterprise Antivirus Annual Maintenance for the Technical Services Department.
13. Approve a FY 2018 budget adjustment to recognize funds received from the FEMA Fire Prevention and Safety Grant; and a purchase with Home Depot for \$8,055.84 for 312 Kidde Model C3010D Sealed Lithium Battery Powered Carbon Monoxide Alarms for the Fire Department.
14. Approve a FY 2018 budget adjustment to recognize a \$2,000 donation from Mr. Ryan Dowling and Dr. Jolynn Grant-Dowling of Great Lakes Pet Emergencies for the Fire Department.

15. Approve a purchase with AIS Construction Equipment for \$4,270.02 for a horizontal boring tool for the Maintenance and Service Division.
16. Ratification of a purchase with Above Board Remodeling LLC for \$6,475 for the repair of the compost site pole building roof.
17. Approve the Water Service Agreement with Kochville Township.
18. Approve the Urban Cooperation Agreement with Kochville Township.
19. Approve a purchase with Jones Chemical for \$13,920 for FY 2018; and pending budget approval, for an amount not to exceed \$26,100 for FY 2019 for sulfur dioxide for the Wastewater Treatment Plant.

Moved by Council Member Boensch, seconded by Council Member Moore to approve consent agenda items 1 through 19, as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

INTRODUCTION OF ORDINANCES

Moved by Council Member Balls, seconded by Council Member Boensch to introduce and ordinance to amend the official city map by renaming 2nd Avenue to Roosevelt Austin Avenue from Washington Avenue South to East Genesee Avenue. Discussion was held. Mayor Browning asked Clerk Santos to conduct a roll call vote.

Ayes: Tibbs, Boensch, Moore, Bryant, Balls, Humphreys, Mayor Browning

Nays: Kloc, Milne

Absent: None

Motion approved. Mayor Browning stated that the ordinance would be laid over for a minimum period of 4 weeks as required by law.

RESOLUTIONS

Moved by Council Member Bryant, seconded by Council Member Boensch to adopt the resolution establishing new polling locations for all future elections. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Balls, seconded by Council Member Boensch to adopt the resolution approving an Obsolete Property Rehabilitation Application Amendment for 107 S. Washington Avenue. 9 ayes, 0 nays, 0 absent. Motion approved.

ADJOURNMENT

Moved by Mayor Pro Tem Kloc, seconded by Council Member Boensch to adjourn the meeting at 8:20 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

Janet Santos, CMMC/MMC
City Clerk

From: Timothy Morales, City Manager
Subject: 2018 Single Lot Special Assessment Tax Roll
Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

I recommend that the 2018 Single Lot Special Assessment Tax Roll transmitted herewith be received and filed in the office of the City Clerk for public examination; that City Council conduct a public hearing at a regular meeting to be held Monday, February 19, 2018; and that the City Clerk is hereby directed to post a public notice of said hearing.

Justification:

The City Engineer filed the 2018 Single Lot Special Assessment Tax Roll with the City Clerk on January 8, 2018, for the following assessments:

1. Nuisances: Yard Violations, Board Ups, Weed Cutting/Abatement, and Wrecker Service
2. False Alarms: Fire FF18 & Police PF18
3. Sewer Connections SEW18

The expenses on single lot assessments are not the type that require prorating of costs among several lots and parcels of land in the special assessment district, but are assessed to owners of the individual lots on which a service was performed. The owners of record have been billed in accordance with provisions of Title III, Administration, Chapter 33, "Taxation and Assessment," § 33.26, "Assessing Single Lots," of the Saginaw Code of Ordinances, O-1.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: February 1, 2018 Insurance Coverage Renewal

Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

I recommend approval of the insurance proposals with Chubb/Federal Insurance Company for Combined Building & Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake and Animals in the Petting Zoo; with The Hanover Insurance Group for Crime Coverage; with Chubb/Federal Insurance Company for Equipment Floater, including the Floating Docks, and Bridges Coverage; with Cincinnati Insurance Company for Machinery and Equipment Breakdown Coverage, and Scottsdale Insurance Company for Storage Tank Liability Insurance effective February 1, 2018 to February 1, 2019, for a total cost of \$364,108.

I further recommend that I, or my designee, be allowed to make adjustments to said policies, as necessary throughout the policy term, in removing and/or adding coverage on equipment, machinery and buildings, as the City acquires and/or disposes of same.

Justification:

Recently, Saginaw Bay Underwriters received proposals for insurance coverage on City Buildings & Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake and Animals in the Petting Zoo, Crime Coverage, Equipment Floater & Bridges Coverage, Machinery & Equipment Breakdown Coverage and Storage Tank Liability Insurance to be effective February 1, 2018 to February 1, 2019. Upon receipt and review of the proposals received by Saginaw Bay Underwriters, the following insurance policies are being recommended:

PROPERTY COVERAGE

Chubb/Federal Insurance Company policy includes Blanket Coverage for Buildings and Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake, and Animals in the Petting Zoo. Last year's premium was \$211,689 and this year's premium is \$217,014, which includes a Terrorism Coverage charge of \$5,197. This is an increase of \$5,325 over last year's premium due to the Building limits being increased by 3% for inflation. This policy carries a \$100,000 deductible with the exception of the Animals in the Petting Zoo, which has a \$500 deductible and Computer Coverage, which has a \$10,000 deductible.

CRIME COVERAGE

The Hanover Insurance Group policy includes coverage for Public Employee Dishonesty, Forgery and Alteration, Theft, Disappearance and Destruction, inside and outside the premises, Computer Fraud & Funds Transfer Fraud. Last year's premium was \$7,550 and this year's premium will be \$7,765 which is an increase of \$215. This

policy carries a \$10,000 deductible, with the exception of Forgery and Alteration which carries a \$1,000 deductible.

EQUIPMENT FLOATER POLICY

Chubb/Federal Insurance Company policy includes Contractors Equipment, Miscellaneous Unscheduled Equipment, Employee Tools, Rental Cost Reimbursement, Equipment Leased/Rented from others, Floating Docks, Fire Department Service Charges, Inventory or Appraisals, Pollutant Clean-up, Fire Protection Equipment Refill. Last year's premium was \$23,222 and this year's premium is \$33,973 due to the addition of several items to the equipment schedule and increased limits on the floating docks. The deductible for this policy ranges from \$1,000-\$5,000, with the exception of the Floating Docks which carries a \$25,000 deductible.

BRIDGES POLICY

Chubb/Federal Insurance Company policy includes coverage on the Douglas Schenck, Frank Andersen, G. Stewart Francke (formerly Holland Avenue), Genesee Avenue, Johnson Street, Norman Street, Ojibway Island (South End) and Ojibway Island Pedestrian (North & South End) Bridges. The premium for this policy is \$82,150 which is the same as last year. The deductible on this policy is \$50,000.

MACHINERY & EQUIPMENT BREAKDOWN

Cincinnati Insurance Company policy includes, but is not limited to, coverage on Mechanical Equipment, Electric Generators, Miscellaneous Electrical Apparatus, Recip. Eng. Internal Combustion, Transformers, Water Damage, Expediting Expenses, Ammonia Contamination and Hazardous Substance. The premium for this policy is \$11,232 which is the same as last year. The deductible on this policy is \$10,000.

STORAGE TANK LIABILITY INSURANCE

Scottsdale Insurance Company policy includes coverage on 13 tanks (8 aboveground and 5 underground) that are insured at 4 locations. Last year's premium was \$11,974 and this year's premium is the same at \$11,974.

Coverage documents, policy changes and contracts to implement the new insurance are subject to the City Manager's approval as to substance and the City Attorney's approval as to form.

The vendors meet the requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Self Insurance Fund's Insurance Account No. 677-1762-806.000, with \$151,712 to be expended from the FY2018 budget and \$212,396 from the FY2019 budget.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Approval of the Grant Award from the 100 Club of Saginaw County
Prepared by: Brian Rowell, Community Public Safety – Police

Manager’s Recommendation:

I recommend the approval of the grant award of \$6,080.71 from the 100 Club of Saginaw County to the Saginaw Police Department for the purchase of various items for the Saginaw Police Emergency Services Team (EST).

It is also recommended that a budget adjustment be completed to increase General Fund Revenue’s Police Donations Account No 101-0000-674.009 from \$0 to \$6,081. To offset the increase in revenues, will be an increase to the Community Public Safety - Police, Police Administrative Services Division’s Capital less than \$5,000 Account No 101-3512-971.000 by the same.

Justification:

The 100 Club of Saginaw County is an organization of Saginaw Area residents founded in 1996 who contribute money each year for the benefit of families of police officers, firefighters, and FBI and A.T.F. agents who have been killed in the line of duty in Saginaw County. Additionally, The 100 Club of Saginaw County annually recognizes the outstanding efforts of first responders and provides grant funding opportunities for police and fire agencies for the purchase of life-saving equipment and tangible assets.

On September 25, 2017, the Saginaw Police Department submitted a grant request totaling \$6,080.71 to the 100 Club of Saginaw County for the purchase of various tools to be utilized by the EST to better provide safety and security to law enforcement agencies and communities in Saginaw County during high risk situations utilizing specialized tools and tactics that are not provided to the ordinary police officer.

On December 19, 2017, the Saginaw Police Department was notified that our grant request was approved. The total grant award will be for \$6,080.71 with no matching fund requirement by the City of Saginaw. A formal presentation of the grant award will occur on January 24, 2018 at the 22nd Annual Business Meeting of the 100 Club of Saginaw County.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Grant Award-National Association of VOCA Assistance Administrators

Prepared by: Brian Rowell, Community Public Safety – Police

Manager’s Recommendation:

I recommend ratification of the grant agreement with the National Association of VOCA Assistance Administrators in the amount of \$4,992 to assist the Saginaw Police Department with costs to participate in the 2018 National Crime Victims’ Rights Week, April 8-14, 2018.

It is also recommended that a budget adjustment be completed to increase Police ELERV Grant Fund - VOCA Crime Victims Account No 267-0000-501.035 from \$0 to \$4,992. To offset the increase in revenues, will be an increase to the Police ELERV Grant Fund – ELERV Grant Division's Parts and Supplies Account No. 267-3341-742.000 by \$2,492 and Professional Services Account No. 267-3341-801.000 by \$2,500.

Justification:

This grant was sought to bolster the Saginaw Police Department’s community impact since being awarded the Enhancing Law Enforcement Response to Victims (ELERV) grant in 2015. Participating in the National Crime Victims’ Rights Week directly correlates with the advances made under the ELERV Grant.

On October 16, 2017, the Saginaw Police Department submitted a grant request totaling \$5,000 to the National Association of VOCA Assistance Administrators for funds to promote National Crime Victims’ Rights Week and to enhance the general public’s awareness of the rights and services for victims of all types of crimes.

On December 20, 2017, the Saginaw Police Department was notified that our grant request was approved. The total grant award will be \$4,992 with no matching fund requirement by the City of Saginaw.

I have approved as to substance and the City Attorney approves as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification of Emergency Purchase – Police Department Clean-up
Prepared by: Brian Rowell, Community Public Safety - Police

Manager’s Recommendation:

I recommend ratification of an increase to purchase order no. 0502193 with ERG Environmental Services by \$2,415, for a new total of \$5,550, for additional clean-up of the Small Arms Range at the Police Department.

Justification:

On September 11, 2017, City Council approved the purchase with ERG Environmental Services for the environmental lead clean-up of the Small Arms Range. After the initial cleaning of the range, lead contaminant samples were taken throughout the building. These samples indicated that additional cleaning would be required which has been completed. Subsequent testing indicated non-detect or well below State Standard levels.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds for this purchase are budgeted in the General Fund, Community Public Safety - Police, Police Administrative Services Division's Operating Services, Account No. 101-3512-805.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Ratification of Emergency Purchase – Police Building Lead Sampling

Prepared by: Bruce Caradine, Public Services Department

Manager’s Recommendation:

I recommend ratification of emergency purchase with AKT Peerless Environmental Services, LLC (AKT) in the amount of \$4,989.19 for lead sampling and analysis within the Police Department Facility located at 612 Federal Avenue.

Justification:

On December 28, 2017 emergency purchase order No. 502762 was issued to AKT, a local environmental testing company that was available to provide lead sampling and analysis in short time needed. There were some recent concerns brought to our attention that the lead from the gun range at the police department may be travelling through the duct work and getting into other work areas. With this concern, the City hired a testing firm that could test all areas within the Police Department. Most areas within the facility tested non-detect or well below the State Standard acceptable levels. The areas that tested above the allowable limits were all professionally cleaned by a licensed abatement contractor and retested. Final results tested non-detect or well below State Standard levels.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the General Fund, Community Public Safety Police, Building Management Division’s Professional Services Account No. 101-3514-801.000.

Council Action:

Motion to approve the recommendation of the City Manager.