



Saginaw City Council Agenda

REVISED

1315 S. Washington Avenue
VIA TELECONFERENCE
PER EXECUTIVE ORDER 2020-48
May 4, 2020
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PUBLIC INPUT:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

CONSENT AGENDA:

1. Approve the April 20, 2020 regular council meeting minutes.
2. Approve Petition #20-03 to approve the capital expenditure items for the 2020-2021 Budget for Operations, Capital Improvement, and Emergency Repair for the Saginaw-Midland Municipal Water Supply Corporation.
3. Approve the five year lease agreement with Sentinel Technologies, Inc. on behalf of De Lage Landen Public Finance LLC for network switch upgrades. Annual lease payments will be \$11,386 for a total of \$56,926.
4. Ratification of a purchase with Cummins Bridgeway, LLC for \$4,965 for repairs to Engine 2 for the Fire Department.
5. Approve the purchase with Strictly Technology, LLC for \$4,632 for three Lenovo laptop computers for the Victim Services Unit at the Police Department.
6. Approve to increase blanket purchase orders issued to various vendors by \$9,764, for a new total of \$37,500, for vehicle parts for the Garage Division.
7. Approve the purchase with PVS Technologies, Inc. for \$11,360 for ferric chloride for the Wastewater Treatment Division.
8. Approve the purchase with Jones Chemical Corporation for \$23,279 for FY 2021, pending budget approval, for chlorine for the Wastewater Treatment Division.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

1. Approve the Mayoral reappointment of Carol Cottrell to the Riverfront Development Commission with a term to expire April 1, 2025.

ORDINANCE INTRODUCTION:

ORDINANCE CONSIDERATION AND ADOPTION:

RESOLUTIONS:

UNFINISHED BUSINESS:

MISCELLANEOUS BUSINESS:

1. Motion to adopt the resolution in support of Governor Whitmer's Executive Order 2020-59.

ADJOURNMENT:

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 REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, APRIL 20, 2020, AT 6:30 P.M. VIA VIDEO/TELECONFERENCE PER GOVERNOR WHITMER'S EXECUTIVE ORDER 2020-48. THE MEETING WAS STREAMED LIVE VIA THE CITY'S WEBSITE AND ON SGTV.

ROLL CALL

Mayor Kloc called the meeting to order. Council Members present: Reginald Williams II, Jamie Forbes, Annie Boensch, Brenda Moore, Autumn Scherzer, John Milne, Michael Balls, Bill Ostash, and Floyd Kloc: 9. Council Members absent: 0.

ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- Recycling and yard waste collection has resumed with service on your regular trash collection day.
- Bulk item collection, the City's compost site, and the convenience station services are suspended until further notice.
- Bill payments can be made on-line, or by using the City's drop box located in the parking lot at the back of City Hall and please enclose your payment in a sealed envelope.
- City Council's next regular meeting via video/teleconference is scheduled for May 4 at 6:30 p.m.
- City updates are posted on the City's website www.saginaw-mi.com, on the City's Facebook page, and on SGTV Channel 191.

Council Member Scherzer read a proclamation declaring April 24, 2020 as Arbor Day.

PUBLIC INPUT

No members of the public addressed the Council.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Williams, Ostash, Balls, Milne, Scherzer, Moore, Boensch, Forbes, and Mayor Kloc.

REPORTS FROM CITY MANAGER

City Manager Morales provided updates on City staffing and services under the Governor's "Stay Home, Stay Safe" order. Manager Morales reminded Council that the 2021 Fiscal Year proposed budget will be posted on the City's website and available Monday, April 27 to review prior to the May 4 meeting.

CONSENT AGENDA:

Mayor Kloc asked if there were any exceptions to the consent agenda. No exceptions were made.

1. Approve the April 13, 2020 regular council meeting minutes.
2. Approve the amendments to the FY 2020 Approved Budget to recognize changes that have occurred during the February and March period.
3. Approve the 5-year purchase with Axon Enterprise, Inc. for \$16,300 for FY 2020 and \$16,800 annually for FY 2021 through FY 2024, pending budget approval, for 15 Taser 7 Conducted Energy Weapons for the Police Department.

4. Approve the purchase with Yeager Asphalt, Inc. for \$129,651 for the Public Services North Parking Lot Rehabilitation project for the Engineering Section, Right of Way Division.
5. Approve the purchase with Rightway Remediation for \$5,100 for the remediation of pipe insulation throughout the tunnel under the City Hall building.
6. Approve the agreement with the Saginaw County Road Commission for \$516,486 for the removal and abandonment of two decommissioned City of Saginaw water transmission mains as part of the Davis Road reconstruction project for the Public Services Department.
7. Approve the purchase with Hoffman's Power Equipment for \$35,038 for two 2020 Toro 7500 series mowers for the Parks Division.
8. Ratification of a purchase with Otis Elevator Company for \$2,120 for an emergency service call on the elevator at City Hall for the Facilities Division.
9. Approve the purchase with CDW-G for \$11,321 for Supervisory Control and Data Acquisition back-up switches at the Water Treatment Division for the Instrument and Process Controls Division.
10. Approve the purchase with Michigan Agribusiness Solutions for a total of \$2,460,000 for FY 2021 through FY 2023, pending budget approval, for biosolids removal and land application for the Wastewater Treatment Division.
11. Approve to increase a blanket purchase order with Clean Team, Inc. by \$3,001, for a new total of \$5,000, for weekly disinfection of common use areas for the Wastewater Treatment Division.
12. Approve the purchase with KSB Dubric, Inc., a sole source, for \$25,937 for KSB pump repair parts for the Wastewater Treatment Division.

Moved by Council Member Boensch, seconded by Mayor Pro Tem Moore to approve consent agenda items 1 through 12, as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

MISCELLANEOUS BUSINESS

Moved by Mayor Pro Tem Moore seconded by Council Member Boensch to prepare a resolution supporting the Stay Home Stay Safe executive order issued by Governor Whitmer for consideration at the May 4 meeting. 9 ayes, 0 nays, 0 absent. Motion approved.

ADJOURNMENT

Moved by Mayor Pro Tem Moore, seconded by Council Member Boensch to adjourn the meeting at 7:03 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

As recorded by

Janet Santos, CMMC/MMC
City Clerk

20-03



4678 S. THREE MILE ROAD • BAY CITY, MI 48706 • PH. 989-684-2220 • FAX 989-684-7741

April 17, 2020

Ms. Janet Santos, City Clerk
City of Saginaw
1315 S. Washington
Saginaw, MI 48601



Dear Ms. Santos:

Please be advised that the Board of Trustees of the Saginaw-Midland Municipal Water Supply Corporation, at their regular meeting this date have approved the 2020-2021 Operating, Capital Improvement, and Debt Service Budgets for the Corporation.

In accordance with the 1946 agreement between the City of Saginaw and the City of Midland, it is necessary for capital improvement expense to be additionally approved by the governing bodies of both owner Cities.

The Management and Board of Trustees of the Saginaw-Midland Municipal Water Supply Corporation; therefore, recommend that the City of Saginaw approve the capital expenditure items as shown on the attached Budget for Capital Improvement and Emergency Repair Fund in the amount of \$710,000 for the 2020-2021 budget year, with a fund income allocation set at \$.03 per 1,000 gallons pumped.

We request that this petition for approval be advanced to the council as soon as possible. Please notify our office when Saginaw-Midland's Budget for Capital Improvement and Emergency Repair Fund has been approved. Thank you for your efforts in this regard.

Sincerely yours,

A handwritten signature in black ink that reads "Dan Stickel".

Daniel Stickel
Manager

DS:ld

Enc.

**SAGINAW-MIDLAND MUNICIPAL WATER SUPPLY CORPORATION
2020-2021 FISCAL YEAR**

BUDGET FOR CAPITAL IMPROVEMENT AND EMERGENCY REPAIR FUND

I.	Projected I&ER Fund Ending Balance (June 30, 2020)		\$3,100,896
II.	Proposed Improvement Expenses for 2020-2021 Fiscal Year		
	a. Maintenance Shop at Whitestone (Carryover from 2019-2020)	\$140,000	
	b. Valve seat replacement on (2) 48" valves (Carryover 2018-2019)	\$25,000	
	c. Valve gear replacement on 1 48" valve & 1 backup	\$40,000	
	d. Pipeline Component Repairs - 4 locations	\$50,000	
	e. SCADA Study	\$50,000	
	f. Whitestone Electrical Systems Upgrade Study	\$110,000	
	g. Whitestone Communications Upgrades	\$10,000	
	h. Whitestone Partial Roof Replacement	\$50,000	
	i. Pinconning Full Roof Replacement	\$70,000	
	j. Whitestone Valve Cabinet Repairs	\$15,000	
	k. Pipeline Assessment - Remove & Replace Section (Carryover from 2018-2019)	\$150,000	
			(\$710,000)
III.	Projected Improvement Income for the 2020-2021 Fiscal Year		
	a. Income forecasted (\$0.03 per 1000 gallons)	\$450,000	
	b. Projected interest income	<u>\$2,000</u>	
			<u>\$452,000</u>
IV.	Projected I&ER Fund Ending Balance (June 30, 2021)		<u><u>\$2,842,896</u></u>

From: Timothy Morales, City Manager
Subject: Cisco Network Switches
Prepared by: Chris Seager, Technical Services

Manager's Recommendation:

I recommend that the agreements with Sentinel Technologies, Inc. and De Lage Landen Public Finance LLC be approved for the provision, installation, and leasing of two Cisco Network Switches and that a purchase order be approved and issued to De Lage Landen Public Finance LLC (Servicing Agent for Cisco Systems Capital) in the amount of \$56,925.75 with \$11,385.15 in annual payments due on a five-year lease to own.

Justification:

On March 10, 2020, we received a quote from Sentinel Technologies, Inc. for a replacement of two Cisco Network Switches utilizing the National Association of State Procurement Officials Value Point (NASPO) pricing for the equipment, service and maintenance. Sentinel Technologies is an Authorized Reseller under a discount pricing and service agreement between NASPO and Cisco Systems, Inc. The first switch replacement is the City Hall Core Network Switch which connects to all City of Saginaw Departments and Saginaw County 911. This Core Network Switch is at capacity and is no longer supported or upgradeable. The second switch is a replacement for the Water and Waste Water Services Administrative Building which is past its life cycle and no longer supported. Both new switches will allow for expansion for future projects. They will also have a higher level of security and utilize Power-Over-Ethernet Plus (PoE+) which will allow newer equipment with higher power requirements to be utilized.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Technical Services - Information Services Fund, Office Equipment Account No. 658-1720-981.000

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification of Emergency Purchase for Engine 2 Repairs
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend the ratification of the emergency purchase order issued to Cummins Bridgeway, LLC for \$4,964.59 for repairs to the Fire Department's Engine 2.

Justification:

On April 16, 2020, Engine 2 developed overheating issues that required it to be removed from front line service. It was taken to Cummins Bridgeway, LLC to be diagnosed and it was determined that the EGR cooler had failed which created the overheating condition. Due to the need to have this apparatus in service, we determined the most prudent course of action was to request an emergency purchase order and immediately begin the repairs. On April 17, 2020, an emergency purchase order was issued, the repairs were completed, and Engine 2 was returned to front line service.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund – Community Public Safety Fire, Fire Apparatus Operations/Maintenance, Motor Vehicle Repairs Account No. 101-3554-931.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Saginaw Police Department Victim Services Unit Laptop Purchase
Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of purchase with Strictly Technology, LLC for \$4,631.28 for three Lenovo laptop computers to be utilized by the Saginaw Police Department, Victim Services Unit.

Justification:

Four qualified vendors submitted quotes in response to the City of Saginaw's request for quotes for three Lenovo 20RD002RUS laptop computers with Microsoft Office Professional Plus 2019 preinstalled, and four-year extended service agreements for each computer.

The following is a tabulation of the quotes received:

VENDOR & LOCATION	TOTAL COST
Strictly Technology, LLC Fort Lauderdale, FL	\$4,631.28
Bit Direct, Inc Tampa, FL	\$4,799.55
CDW-G, LLC Vernon Hills, IL	\$4,887.78
Yeo & Yeo Computer Consulting, LLC Saginaw, MI	\$4,935.27

This purchase will be reimbursed through our previously awarded U.S. Department of Justice, Office Justice Programs, Office for Victims of Crime, Law Enforcement-Based Victims of Crime Grant (LEV Grant). The Office for Victims of Crime has authorized and approved the Saginaw Police Department (SPD) to purchase three laptops, software and warranties as a result of the Covid-19 pandemic that has significantly impaired the ability of our Victim Services Unit (VSU) to provide direct service. The financing of this purchase will come from unexpended grant funds realized due to a delay in hiring a part-time VSU employee, through sub-contract. This purchase will enable SPD Victim Services personnel to engage both SPD personnel and victims of crime while working from home during this and possible future pandemics.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Community Public Safety Police, PD Justice Victims SVCS Grant, Less Than \$5,000, Account No. 268-3343-971.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Increase Blanket Purchase Order - Vehicle Parts
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend the approval to increase blanket purchase orders issued to various vendors by \$9,764, for a new total of \$37,500, for vehicle parts for the Garage Division.

Justification:

In FY 2020, the purchase orders listed below were issued to vendors in amounts totaling \$27,500. The City's Municipal Garage requires parts sold by these vendors for various repairs of fleet vehicles from July 1, 2019 to June 30, 2020.

In FY 2019, the Garage spent \$4,294.24 on parts from Ritter Technology. In the current fiscal year we have spent \$6,709.08, leaving a balance of \$2,790.92. The Garage needs to purchase hydraulic hoses and fittings totaling \$3,081.45 in order to have parts on hand to replace hydraulic hoses and fittings on heavy equipment used by Maintenance and Service and the Right of Way Divisions in the event of a likely failure on these pieces of equipment.

In FY 2019, the Garage spent \$6,001.81 on parts from Scientific Brake. In the current fiscal year we have spent \$12,397.69, leaving a balance of \$602.31. The Garage purchases various brake parts and other equipment for heavy duty trucks and necessary lighting kits for newly delivered pickup trucks.

In FY 2019, the Garage spent \$8,214.37 on parts from Winter Equipment. In the current fiscal year we have spent \$5235.65, leaving a balance of \$.35. The Garage purchases plow guards for inventory that can take 4-5 months to deliver from purchase date. These plow guards will be needed to prep plow trucks in the fall.

There are no feasible means to predetermine what parts will be needed to be replaced on these vehicles. The Garage Division's personnel obtain price quotes for parts awarding purchases to the lowest and best vendor for each item. The original blanket purchase order information is as follows:

<u>PO Number</u>	<u>Vendor</u>	<u>Current Amount</u>	<u>Recommended Increase</u>	<u>Total Amount</u>
506149	Ritter Tech	\$9,500	\$3,000	\$12,500
506150	Scientific Brake	\$13,000	\$3,000	\$16,000
506160	Winter Equipment	<u>\$5,236</u>	<u>\$3,764</u>	<u>\$9,000</u>
		\$27,736	\$9,764	\$37,500

These vendors meet all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Motor Pool Operation Fund, Garage Operations Division's Motor Vehicle Supplies Account No. 661-4481-737.000, \$37,500, and will be accounted for in the Motor Pool Operation Fund, Inventory Account No. 661-0000-110.001.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Ferric Chloride
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with PVS Technologies, Inc. for \$11,360.00 for 20 dry tons of ferric chloride for the Wastewater Treatment Division.

Justification:

The Wastewater Treatment Division has used waste acid from the Nexteer Plants for over ten years for phosphorus precipitation, in order to meet the phosphorus limits in our National Pollutant Discharge Elimination System permit. Since the Governor's stay at home order went into effect, Nexteer has been shut down and waste acid shipments have ceased. Ferric chloride is also used at the Water Treatment Division as a flocculent and is being purchased from PVS Technologies, the low bidder. We contacted PVS Technologies and they have agreed to honor the contract price of \$568/dry ton that is in place for the Water Treatment Division. When waste acid is available from Nexteer again, we will use it, but will have the option of purchasing ferric chloride if necessary.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are available in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Chemicals Account No. 590-4830-727.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Annual Chlorine Purchase, Joint Bid for FY 2021
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with Jones Chemical Corporation for the amount of \$23,278.20 for sixty tons of chlorine for the Wastewater Treatment Division for FY 2021.

Justification:

Chlorine is used at the Wastewater Treatment Division for disinfection of treated water prior to its discharge to the Saginaw River. The Saginaw-Midland Municipal Water Supply Corporation (SMMWSC) jointly specifies and competitively bids chlorine for its annual needs and for the requirements of several other communities, including the City of Saginaw. The Board of Trustees of SMMWSC, at their regular meeting on April 16, 2020, moved to accept the low bid from Jones Chemical for Fiscal Year 2021 at a firm price of \$387.97 per ton of liquid chlorine. As a member of the bidding consortium, the City of Saginaw is also afforded this price, which represents a 5.0% increase of the costs from the Fiscal Year 2020.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Chemicals Account No. 590-4830-727.000 for Fiscal Year 2021, pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

IN SUPPORT OF GOVERNOR WHITMER'S "STAY HOME STAY SAFE" ORDER

Moved by Council Member _____, seconded by Council Member _____ to adopt the following resolution:

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus not previously identified in humans and easily spreads from person to person. There is currently no approved vaccine or antiviral treatment for this disease; and

WHEREAS, on March 10, 2020, Governor Whitmer first declared a State of Emergency across the State of Michigan under Section 1 of Article 5 of the Michigan Constitution of 1963, the Emergency Management Act, 1976 PA 390, as amended, MCL 30.401 *et seq*, and the Emergency Powers of the Governor Act of 1945, 1945 PA 302, as amended, MCL 10.31 *et seq*; and

WHEREAS, on March 21, 2020, Saginaw County Public Health Officials were notified of the first confirmed case of COVID-19 in Saginaw County; and

WHEREAS, on March 23, 2020, Governor Whitmer instituted Executive Order 2020-21, the "Stay Home Stay Safe" order, a temporary requirement to suspend activities that are not necessary to sustain or protect life, prohibiting public and private gatherings of any number of people occurring among persons not part of a single household, and prohibiting "in-person" work that is not necessary to sustain or protect life, with exceptions for critical infrastructure workers and workers necessary to conduct minimum basic operations; and

WHEREAS, on April 24, 2020, Governor Whitmer instituted Executive Order 2020-59, effectively reaffirming the measures set forth in the "Stay Home Stay Safe" order and extending their duration through May 15, 2020; and

WHEREAS, to mitigate the spread of COVID-19, protect the public health, and provide essential protections to vulnerable City of Saginaw residents, it is critical that Saginaw residents adhere to the guidelines set forth in Governor Whitmer's Executive Order 2020-59.

NOW, THEREFORE, BE IT RESOLVED, that the Saginaw City Council fully supports Governor Whitmer's "Stay Home, Stay Safe" order and the efforts set forth in Executive Order 2020-59 to lower the spread of Covid-19. Further, we urge all citizens to practice social distancing guidelines, avoid large crowds and social gatherings, wear the recommended face coverings when in public, and limit travel to only that which is deemed essential.

Ayes:
Nays:
Absent:
Abstain:

RESOLUTION DECLARED ADOPTED

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on May 4, 2020; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Janet Santos, CMMC/MMC
City Clerk