



## **Saginaw City Council Agenda**

1315 S. Washington Avenue  
Council Chambers, Room 205  
November 22, 2021  
6:30 p.m.

### PRAYER AND PLEDGE OF ALLEGIANCE:

### ROLL CALL:

### ANNOUNCEMENTS:

1. Proclamation declaring November 27, 2021 as "Small Business Saturday."

### PUBLIC HEARINGS:

### PUBLIC INPUT:

*(A list will be provided following submittal deadline.)*

### REMARKS OF COUNCIL:

### REPORTS FROM MANAGER:

### CONSENT AGENDA:

1. Approve the November 8, 2021 regular council meeting minutes.
2. Approve the 2022 City Council meeting schedule.
3. Approve the purchase with Pinnacle Design for \$7,296 for chairs to be used in Council Chambers for the City Manager's Office.
4. Approve the purchase with Earegood Plumbing & Heating, Inc. for \$17,500 for the purchase and installation of seven Elkay bottle filling stations for the Police Department.
5. Approve the purchase with Michigan Police Equipment Co. for \$3,578 for patrol officer equipment pouches for the Police Department.
6. Approve the purchase with Draeger, Inc., a sole source, for \$114,000 for a Live Fire Training Structure for the Fire Department.
7. Approve the purchase with MD Solutions for \$9,990 for sign posts for the Public Services Department, Right of Way Division.
8. Approve the blanket purchase with Ferguson Waterworks for \$15,000 for parts and supplies for the City's sewer collection system for the Public Services Department, Maintenance and Service Division.
9. Approve the purchase with Michigan Pipe & Valve for \$93,185 for ductile iron pipe and water main fittings for the Public Services Department, Maintenance and Service Division.

10. Approve the purchase with Michigan Petroleum Technologies, Inc. for \$4,199 for petroleum products for the Water and Wastewater Treatment Services Department, Water Treatment Division.

**BOARD/COMMISSION/COMMITTEE REPORTS:**

**APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:**

1. Approve the Council reappointment of Karla Matuzak to the Board of Review with a term to expire December 31, 2026.
2. Approve the Council reappointment of Dennis Browning to the Board of Appeals on Zoning with a term to expire December 31, 2024.
3. Approve the Council appointment of Darla Hane to the Historic District Commission with a term to expire July 31, 2023.
4. Approve the Council appointment of Jordan Chambers to the Historic District Commission with a term to expire July 31, 2023.
5. Approve the Council reappointment of Susanne Smokoska to the Human Planning Commission with a term to expire December 31, 2023.

**ORDINANCE INTRODUCTION:**

1. Ordinance to Chapter 12, of Title I, "Administrative Code," by adding §12.043 Titled, "Saginaw Human Rights Commission," of the City of Saginaw Code of Ordinances, O-204.

**ORDINANCE CONSIDERATION AND ADOPTION:**

1. Ordinance to amend Chapter 12, "Boards and Commissions," of Title I, "Administrative Code," by amending §12.037, "Saginaw Human Planning Commission," of the City of Saginaw Code of Ordinances, O-204.

**RESOLUTIONS:**

1. Designating Travis Hare, Assistant City Engineer, as the single Street Administrator with the Michigan Department of Transportation.
2. Authorizing the extension of the Master Plan until June 1, 2022.

**UNFINISHED BUSINESS:**

**MISCELLANEOUS BUSINESS:**

**ADJOURNMENT:**

Timothy Morales  
City Manager

# CITY OF SAGINAW

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# PROCLAMATION

**WHEREAS**, the government of Saginaw, Michigan, celebrates our local small businesses and the contributions they make to our local economy and community; and

**WHEREAS**, according to the United States Small Business Administration, there are 31.7 million small businesses in the United States, they represent 99.7% of firms with paid employees, and they are responsible for 65.1% of net new jobs created from 2000 to 2019; and

**WHEREAS**, small businesses employ 47.1% of the employees in the private sector in the United States, 88% of U.S. Consumers feel a personal commitment to support small businesses in the wake of the pandemic, and 92% of small business owners have pivoted the way they do business to stay open during the pandemic; and

**WHEREAS**, 97% of Small Business Saturday shoppers recognize the impact they can make by shopping small, 85% of them encouraged friends and family to do so, too; and

**WHEREAS**, 56% of shoppers reported they shopped online with a small business on Small Business Saturday in 2020; and more than 50% of consumers who reported shopping small endorsed a local business on social media or shopped at a local business because of a social media recommendation; and

**WHEREAS**, Saginaw, Michigan supports our local businesses that create jobs, boost our local economy and preserve our communities; and

**WHEREAS**, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

**NOW, THEREFORE BE IT RESOLVED**, I, Brenda F. Moore, Mayor of the City of Saginaw, do hereby proclaim **November 27, 2021**, as

## **“Small Business Saturday”**

in the City of Saginaw and urge all residents of our community to support small businesses and merchants in the City of Saginaw on Small Business Saturday and throughout the year.



**November 27, 2021**

**Brenda F. Moore, Mayor**

### **Council Members**

Michael D. Balls, Mayor Pro Tem  
Annie Boensch, George Copeland, Jr.  
Michael Flores, Monique Lamar-Silvia, Bill Ostash,  
Autumn L. Scherzer, and Reggie Williams II

**Timothy Morales, City Manager**

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, NOVEMBER 8, 2021, AT 6:30 P.M. IN COUNCIL CHAMBERS AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

Mayor Moore called the meeting to order. Council Members present: Monique Lamar-Silvia, Reggie Williams, Annie Boensch, Michael Balls, Autumn Scherzer, William Ostash, Michael Flores, Brenda Moore: 8. Council Members absent: George Copeland: 1.

ANNOUNCEMENTS

City Clerk Santos made the following announcements:

- Yard Waste services will continue until Dec. 3.
- The waste convenience station is open the second Saturday of the month, which will be this Saturday, Nov. 13, from 8:00 am to 12:00 noon. Entrance is from Holland Avenue and you must show proof that you are a City resident.
- City Hall will be closed this Thursday, Nov. 11 in honor of Veteran's Day.
- Consent agenda item #16 has been added. This is regarding the COVID-19 clinic on Ojibway Island tomorrow, Nov. 9.

PUBLIC INPUT

Members of the Public that addressed the Council: Angie Miller.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Williams, Boensch, Scherzer, Ostash, Flores, Lamar-Silvia, Balls, and Moore.

REPORTS FROM CITY MANAGER

Manager Morales provided information and updates regarding City projects. He introduced Brian Camiller and Amanda Cronk of Plante Moran. They presented information regarding the American Rescue Plan Act (ARPA) Revenue Loss and the current rules as they apply to the City.

*Council Member Lamar-Silvia left the meeting at 7:02 p.m. and returned at 7:06 p.m.  
Council Member Flores left the meeting at 7:22 p.m. and returned at 7:23 p.m.*

CONSENT AGENDA:

Moved by Mayor Pro Tem Balls, seconded by Council Member Boensch to approve the consent agenda, allowing room for exceptions. Exceptions were made to items 3, 10, and 15. 8 ayes, 0 nays, 1 absent. Motion approved.

1. Approve the October 25, 2021 regular council meeting minutes.
2. Approve the HOME-ARP Grant Agreement for FY 2021-2030 for \$1,627,448.

3. Accept the donation of kitchen appliances, washers, dryers, and water heaters from Consumers Energy, with a value not to exceed \$30,000, for the Fire Department.
4. Approve the purchase with Tri County International for \$109,530 for a HV607 SBA Chassis and with Bell Equipment for \$109,052 to up-fit the chassis for the Public Services Department, Streets Division.
5. Approve the trade in of four 2021 Ford F-250 Pickup Trucks to McDonald Ford for a trade-in value of \$113,624. Further, approve the purchase with McDonald Ford for four 2022 Ford F-250s for \$119,800 through the Municipal Vehicle Buy-Back Program; and for FY 2023-2025, pending budget approval, for the Public Services Department, Weed Abatement Division.
6. Accept the donation of five Riverfront Saginaw gateway signs from the Leadership Saginaw Class of 2015 of the Saginaw County Chamber of Commerce, with a value of \$55,180, for the Public Services Department.
7. Approve the purchase with Michigan Cat for \$143,818 for a Caterpillar Backhoe for the Public Services Department, Maintenance and Service Division.
8. Approve the purchases with Marshall E. Campbell for \$11,861, Standard Electric Co. for \$7,699 and Brilled Lighting for \$591, for a total of \$20,151 for the outdoor facilities lighting replacement upgrade to LED fixtures at specific locations in the City for the Public Services Department, Facilities Division.
9. Approve the purchase with Gerald G. Bergman, Inc. for \$8,100 for roof replacements at the Traffic Engineering facility for the Public Services Department, Traffic Engineering Division.
10. Approve the contract with American Excavating, Inc. for \$731,512 for the Baum Street Surface Lot Project for the Public Services Department, Right of Way Division.
11. Approve the Light Pole Attachment and Decoration Agreement with Old Saginaw City, Inc. for the Public Services Department, Right of Way Division.
12. Ratification of an emergency purchase with Cummins, Inc., a sole source, for \$4,928 for repair of the Birch Run Pump Station Generator for the Water and Wastewater Treatment Services Department, Water Treatment Division.
13. Approve the purchase with Midwest Municipal Instrumentation for \$3,860 for a magnetic flow meter for the Water and Wastewater Treatment Services Department, Remote Facilities Division.
14. Approve the agreement with Ixom Watercare, Inc., a sole source, for \$8,713 for FY 2022; and pending budget approval, FY 2023 and FY 2024, for the Solarbee Service Program for the Water and Wastewater Treatment Services Department, Water Treatment Division.
15. Approve the purchase with York Repair, Inc. for \$30,500 for the repair of a 150 Hp Fairbanks Morse Motor for the Water and Wastewater Treatment Services Department, Wastewater Treatment Division.

16. Approve the request to waive the special event application fee, tent inspection fee, and other applicable fees related to the Saginaw County Health Department's drive thru vaccination event to be conducted on Ojibway Island on November 9, 2021.

Moved by Council Member Flores, seconded by Council Member Boensch to approve consent agenda item #3 as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Mayor Pro Tem Balls, seconded by Council Member Boensch to approve consent agenda item #10 as presented. Discussion was held. Point of Order was called by Mayor Pro Tem Balls. Mayor Moore asked Clerk Santos to conduct a roll call vote.

Ayes: Williams, Boensch, Balls, Scherzer, Flores, Lamar-Silvia, Moore

Nay: Ostash

Absent: Copeland

Motion approved.

Moved by Council Member Lamar-Silvia, seconded by Council Member Ostash to approve consent agenda item #15 as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

#### BOARD/COMMISSION/COMMITTEE REPORTS

Council Members Boensch and Ostash reported that the Human Rights Study Committee met and are preparing an ordinance for a Human Rights Commission. The ordinance might be ready for introduction at the November 22 Council meeting.

Mayor Pro Tem Balls reported that the City/County/School Liaison Committee met and discussed the school's building projects.

#### APPOINTMENT OF BOARD AND COMMISSION MEMBERS

Moved by Council Member Scherzer, seconded by Council Member Flores to approve the following:

1. the City Manager reappointment of Lori Brown to the Brownfield Redevelopment Authority with a term to expire December 31, 2024.
2. the Council appointment of Darla Hane to the Historic District Commission - Study Committee for Pere Marquette Potter Street Station with a term to expire when committee work is complete.
3. the Council appointment of Darla Hane to the Historic District Commission - Study Committee for Bearinger Building with a term to expire when committee work is complete.
4. the Mayoral appointment of George Copeland to the Saginaw Housing Commission with a term to expire September 30, 2025.

8 ayes, 0 nays, 1 absent. Motion approved.

#### ORDINANCE INTRODUCTION

Moved by Council Member Boensch, seconded by Mayor Pro Tem Balls to introduce an ordinance to amend §153.576, "Membership," and §153.587, "Vote Required to Reverse Decisions; Limitations of Power," of Chapter 153, "Zoning Code," of Title XV, "Land Usage," of the City of Saginaw Code of Ordinances, O-204. 8 ayes, 0 nays, 1 absent. Motion approved.

Mayor Moore announced that the ordinance will be laid over under Charter provision.

Moved by Council Member Boensch, seconded by Council Member Lamar-Silvia to introduce an ordinance to amend §153.538 "Historic District Commission," §153.541 "Establishing New Districts and Identifying Historic Resources/Landmarks," of Chapter 153, "Zoning Code," of Title XV, "Land Usage," of the City of Saginaw Code of Ordinances, O-204. 8 ayes, 0 nays, 1 absent. Motion approved.

Mayor Moore announced that the ordinance will be laid over under Charter provision.

Moved by Council Member Boensch, seconded by Council Member Flores, to introduce an ordinance to amend §12.037, "Saginaw Human Planning Commission," of Chapter 12, "Boards and Commissions," of Title I, "Administrative Code," of the City of Saginaw Code of Ordinances, O-204. Discussion was held.

Moved by Council Member Flores, seconded by Council Member Lamar-Silvia to postpone until the November 22, 2021 Council meeting the introduction of the ordinance to amend §12.037, "Saginaw Human Planning Commission," of Chapter 12, "Boards and Commissions," of Title I, "Administrative Code," of the City of Saginaw Code of Ordinances, O-204. Mayor Moore asked Clerk Santos to conduct a roll call vote.

Ayes: Flores, Lamar-Silvia

Nays: Balls, Scherzer, Ostash, Williams, Boensch, Moore

Absent: Copeland

Motion denied.

Moore asked Clerk Santos to conduct a roll call vote on the main motion to introduce an ordinance to amend §12.037, "Saginaw Human Planning Commission," of Chapter 12, "Boards and Commissions," of Title I, "Administrative Code," of the City of Saginaw Code of Ordinances, O-204.

Ayes: Scherzer, Ostash, Williams, Boensch, Balls, Moore

Nays: Flores, Lamar-Silvia

Absent: Copeland

Motion approved.

### RESOLUTIONS

Moved by Council Member Boensch, seconded by Council Member Scherzer to adopt the resolution objecting to the transfer of tax reverted properties from Saginaw County. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Flores, seconded by Council Member Boensch to adopt the resolution to approve the City of Saginaw annual apportionment of \$6,305.17 for the Saginaw Area Storm Water Authority Budget for FY 2022. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Boensch, seconded by Council Member Scherzer to adopt the resolution to appoint Travis Hare as trustee and Beth London as alternate trustee to the Saginaw Area Storm Water Authority Board of Trustees. 8 ayes, 0 nays, 1 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Boensch, seconded by Council Member Scherzer to adjourn the meeting at 8:43 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

As recorded by,

Janet Santos, MiPMC/MMC  
City Clerk

**From:** Timothy Morales, City Manager  
**Subject:** 2022 Council Meeting Schedule  
**Prepared by:** Janet Santos, City Clerk

**Manager's Recommendation:**

I recommend approval of the 2022 City Council Meeting Schedule.

**Justification:**

The City Charter of the City of Saginaw, Chapter IV, Legislation, Regular Meetings, Section 18, states in part, ".....the council shall meet at least twice monthly." To assist the City Clerk in preparing for elections, City Council adopted a motion in 2007 wherein Council meetings would not be scheduled on the Monday preceding an election. Currently, there are two scheduled Elections for 2022, which was given consideration in preparing the meeting calendar. The schedule is posted in compliance with requirements of Act 267, P.A. 1976, for the dates as follows:

|           |                                                 |
|-----------|-------------------------------------------------|
| JANUARY   | 10 and 24                                       |
| FEBRUARY  | 7 and 21                                        |
| MARCH     | 7<br>21 Student Government Day<br>at 12:00 p.m. |
| APRIL     | 4 and 18                                        |
| MAY       | 9 and 23                                        |
| JUNE      | 6 and 20                                        |
| JULY      | 11 and 25                                       |
| AUGUST    | 15 and 29                                       |
| SEPTEMBER | 12 and 26                                       |
| OCTOBER   | 10 and 24                                       |
| NOVEMBER  | 21 and 28                                       |
| DECEMBER  | 12 and 19                                       |

**Council Action:**

Motion to approve the recommendation of the City Manager.



## **SAGINAW CITY COUNCIL**

1315 S. Washington Avenue  
Council Chamber - Room 205  
989.759.1405

The 2022 meeting schedule is established in accordance with Section 18 of the Saginaw City Charter and posted in compliance with requirements of Act 267, P.A. 1976.

Regular meetings are held on Monday evenings at 6:30 p.m. in the Council Chambers, Room 205, unless otherwise noted.

|           |                                              |
|-----------|----------------------------------------------|
| JANUARY   | 10 and 24                                    |
| FEBRUARY  | 7 and 21                                     |
| MARCH     | 7<br>21 Student Government Day at 12:00 p.m. |
| APRIL     | 4 and 18                                     |
| MAY       | 9 and 23                                     |
| JUNE      | 6 and 20                                     |
| JULY      | 11 and 25                                    |
| AUGUST    | 15 and 29                                    |
| SEPTEMBER | 12 and 26                                    |
| OCTOBER   | 10 and 24                                    |
| NOVEMBER  | 21 and 28                                    |
| DECEMBER  | 12 and 19                                    |

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 AVENUE, 759-1480.

Janet Santos, MiPMC/MMC  
City Clerk

**From:** Timothy Morales, City Manager  
**Subject:** Office Furniture Purchase, City Council Chambers  
**Prepared by:** Vicki Davis, City Manager's Office

**Manager's Recommendation:**

I recommend approval of a purchase with Pinnacle Design for \$7,295.72 for chairs to be used in Council Chambers for the City Manager's Office.

**Justification:**

On October 26, 2021, Pinnacle Design provided a quote for new executive office chairs to be used in Council Chambers. The chairs will replace the chairs at the City Council table and also the City Manager's table and City Clerk's table. The current chairs are over 20 years old and are showing wear on the arms and in the cushions. The purchase includes 13 pillow-soft high-back executive office chairs with memory foam cushioning. The chairs will be used during City Council meetings and also during other public meetings including Planning Commission, Board of Appeals on Zoning, and Historic District Commission.

Pinnacle Design and the City of Saginaw are participants in US Communities Contracts which is a program by which the product and services are bid to vendors on a national basis therefore an additional bidding process is not required. Pinnacle Design is a local vendor in Saginaw Township and has been doing business in Saginaw and the surrounding area for over 35 years.

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, Offices of the General Government, Office of City Council, Capital Outlay Less than \$5,000 Account No. 101-0101-971.000 \$3,314.32 and Office of the City Manager, Capital Outlay Less than \$5,000 Account No. 101-1710-971.000 \$4,006.40.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Purchase and Installation of Elkay Bottle Filling Stations  
**Prepared by:** Brian Rowell, Community Public Safety – Police

**Manager's Recommendation:**

I recommend the approval of purchase with Earegood Plumbing & Heating, Inc. for \$17,500 for the purchase and installation of seven Elkay bottle filling stations for the Police Department.

**Justification:**

On November 2, 2021, four qualified vendors submitted bids in response to the City of Saginaw's request for bids for the purchase and installation of seven Elkay ezH2O bottle filling-drinking fountain stations at the Police Department. These units are identical to the units previously installed at City Hall.

The following is a tabulation of the bids received:

| VENDOR & LOCATION                                           | TOTAL COST  |
|-------------------------------------------------------------|-------------|
| Earegood Plumbing & Heating, Inc.<br>Saginaw, MI (out-city) | \$17,500.00 |
| Mid-Michigan Builders, Inc.<br>Freeland, MI                 | \$19,870.00 |
| Smillie Plumbing & Heating, Inc.<br>Freeland, MI            | \$22,400.00 |
| John E. Green Company<br>Saginaw, MI (out-city)             | \$24,801.00 |

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 – Police, Police Building Management, Repairs and Replacements, Account No. 101-3514-974.000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Patrol Officer Equipment Pouches Purchase  
**Prepared by:** Brian Rowell, Community Public Safety – Police

**Manager's Recommendation:**

I recommend the approval of purchase with Michigan Police Equipment Co. for \$3,577.60 for patrol officer equipment pouches for the Saginaw Police Department.

**Justification:**

On November 2, 2021, the City received bids from two vendors in response to the City's request for bids for patrol officer equipment pouches. The following is a tabulation of the bids received:

| VENDOR & LOCATION                              | TOTAL COST |
|------------------------------------------------|------------|
| Michigan Police Equipment Co.<br>Charlotte, MI | \$3,577.60 |
| CMP Distributors, Inc.<br>Lansing, MI          | \$3,605.00 |

This purchase will provide officers the ability to evenly distribute upwards of 20lbs of essential equipment on their duty vest, as opposed to carrying these items on their duty belt. Studies have shown the construct of duty belts and the additional weight of equipment placed on them can, and has led to the development of chronic back, hip, and neck pain for many officers. These pouches are designed to store a variety of items in a readily accessible manner, allowing officers to quickly utilize their various tools as the need arises.

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 - Police, Police Building Management Division, Clothing Supplies, Account No. 101-3514-728.000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Draeger Live Fire Training Structure  
**Prepared by:** Thomas Raines, Fire Chief

**Manager's Recommendation:**

I recommend the approval of a purchase with Draeger, Inc., a sole source, for \$114,000 for a Live Fire Training Structure for the Saginaw Fire Department.

**Justification:**

The Saginaw Fire Department has worked with Draeger, Inc. to design a Live Fire Training Structure to meet the Department's training needs. The Live Fire Training Structure provides real-world fire conditions and scenarios for training. The container-based Class A burn structure includes a comprehensive train-the-trainer course with qualified, experienced instructors. Draeger, Inc. will also provide on-site installation and set-up of the system.

This system will enable firefighters to incrementally develop knowledge of fire behavior and skills for fire suppression and is OSHA and NFPA 1402 – *Standard on Facilities for Fire Training and Associated Props*, compliant. The system will make the Saginaw Fire Department a leader in training firefighters from the Great Lakes Bay Region. This purchase is being made from funds donated to the Saginaw Fire Department from the Rutledge Trust.

Draeger, Inc. is the sole source provider of this system. The training structures are custom engineered and designed.

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 Operations Division, Repairs and Replacements Account No. 101-3551-974.000-FD-RUT.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Purchase of Street Sign Posts  
**Prepared by:** Joseph Nugent, Public Services Department

**Manager's Recommendation:**

I recommend the approval of a purchase with MD Solutions for \$9,990 for sign posts for the Public Services Department, Right of Way Division.

**Justification:**

On November 9, 2021, the City received two quotes for 250 various street sign posts for the repair and installation of street signs. The Traffic Maintenance Section of the Right of Way Division is required to maintain and replace, when necessary, approximately 25,000 street signs within the City of Saginaw. The following is a tabulation of the quotes received:

| <b><u>Vendor</u></b>                 | <b><u>Total</u></b> |
|--------------------------------------|---------------------|
| MD Solutions, Inc.<br>Plain City, OH | \$9,990.00          |
| Dornbos Sign, Inc.<br>Charlotte, MI  | \$14,922.50         |

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 Major Streets Fund, Traffic Engineering Division's Parts and Supplies Account No. 202-4621-742-000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Purchase of Sewer Collection System Part's and Supplies  
**Prepared by:** Joshua Hoffman, Public Services Department

**Manager's Recommendation:**

I recommend the approval of a blanket purchase with Ferguson Waterworks, for \$15,000.00 for parts and supplies for the City's sewer collection system for the Public Service Department, Maintenance and Service Division.

**Justification:**

The Maintenance and Service Division requires parts and supplies throughout the fiscal year and an efficient way of purchasing these items is to establish a blanket purchase order. This allows the Maintenance and Service Division to purchase required items to complete sewer maintenance work without having to establish a purchase order each time a purchase is required. Ferguson Water Works is an established local vendor with a long business relationship with the City to supply professional grade sewer infrastructure materials on an as needed basis. Examples of materials purchased from this blanket purchase order include but is not limited to the following items: SDR-26 PVC Pipe and fittings, manhole and catch basin covers and castings, Fern-co adaptors, sewer tap cut-in's, etc. These sewer related items are used daily in the operation and maintenance of the City's sewer collection system.

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 Operation and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 590-4821-742.000 \$15,000.00

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Annual Supply of Ductile Iron Pipe & Water Main Fittings  
**Prepared by:** Wayne Tornberg II, Public Services Department

**Manager's Recommendation:**

I recommend the approval of a purchase with Michigan Pipe & Valve for \$93,185.00 for ductile iron pipe and water main fittings for the Public Services Department, Maintenance and Service Division.

**Justification:**

On October 26, 2021, the Maintenance and Service Division received one qualifying bid for 960 ft. of class 52 ductile iron water main in various diameters and ductile iron pipe fittings for the Maintenance and Service Division. The water main fittings include crosses, tees, mechanical joint reducers, and joint bends in various sizes. A cost comparison to the last time ductile iron pipe was purchased in FY 19 shows a 257% cost increase. Following is a tabulation of the bid received:

| <b><u>Vendor</u></b>                               | <b><u>Cost</u></b> |
|----------------------------------------------------|--------------------|
| Michigan Pipe & Valve<br>Saginaw, MI (Out of City) | \$93,185.00        |

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 Water Operations and Maintenance Fund, Maintenance and Service Division's Part and Supplies Account No. 591-4721-742.000 \$93,185.40 and will be accounted for in the Water Operation and Maintenance Fund Water Inventory Account No. 591-0000-110.002.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Oil and Coolant for Pump Motor and Generator Maintenance  
**Prepared by:** Ken Manchester, Water and Wastewater

**Manager's Recommendation:**

I recommend approval of a purchase with Michigan Petroleum Technologies, Inc., for \$4,198.70 for petroleum products for the Water and Wastewater Treatment Services Department, Water Treatment Division.

**Justification:**

On October 26, 2021, the City received a sole qualified bid from Michigan Petroleum Technologies, Inc., an in-city vendor. The Water Treatment Division has 15 pump and motor sets and 7 generators. The products specified are required for routine oil and coolant changes. Preventative maintenance of this equipment is essential in maintaining the treatment and delivery of drinking water.

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 Water Operations and Maintenance Fund, Treatment and Pumping Division's Parts and Supplies Account No. 591-4730-742.000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Human Rights Commission Ordinance  
**Prepared by:** Human Rights Study Committee

**Manager's Recommendation:**

I recommend the introduction of a new ordinance to Chapter 12, of Title I, "Administrative Code," by adding §12.043 Titled, "Saginaw Human Rights Commission," of the City of Saginaw Code of Ordinances, O-204.

**Justification:**

The intent is to form a commission charged with fostering mutual understanding and respect between all races, religions, genders/gender identities, sexual orientations, nationalities and other classes of people in the City. The commission may develop policy recommendations for Council consideration relative to any tension, practices of discrimination, or acts of prejudice towards any group or person. It shall also work towards educating the community on the contributions of various protected groups to the culture, traditions, and progress of the City.

This ordinance has been reviewed by me for substance and the City Attorney as to form. It appears under the regular order of business.

**Council Action:**

This Council Communication is for explanation purposes of the ordinance to be introduced and enacted according to City Charter, Section 22, titled "Ordinances."

Moved by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_ to introduce an ordinance entitled and reading as follows:

O-\_\_\_\_\_

A NEW ORDINANCE TO CHAPTER 12, OF TITLE I, "ADMINISTRATIVE CODE," BY ADDING §12.043 TITLED, "SAGINAW HUMAN RIGHTS COMMISSION," OF THE CITY OF SAGINAW CODE OF ORDINANCES, O-204.

Laid over under Charter provision.

Moved by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_ to adopt an ordinance introduced November 22, 2021, entitled and reading as follows, be taken up and enacted:

O- \_\_\_\_\_

A NEW ORDINANCE TO CHAPTER 12, OF TITLE I, "ADMINISTRATIVE CODE," BY ADDING §12.043 TITLED, "SAGINAW HUMAN RIGHTS COMMISSION," OF THE CITY OF SAGINAW CODE OF ORDINANCES, O-204.

The City of Saginaw ordains:

Section 1. A new ordinance to Chapter 12, of Title I, "Administrative Code," by adding §12.043 Titled, "Saginaw Human Rights Commission," of the City of Saginaw Code of Ordinances, O-204, is hereby amended to read as follows:

### **§12.043 SAGINAW HUMAN RIGHTS COMMISSION**

(A) *Establishment.* There is hereby created in the City a commission known as the Saginaw Human Rights Commission.

(B) *Duties and purpose.* The duties of the Saginaw Human Rights Commission shall be as follows:

(1) It shall foster mutual understanding and respect between all races, religions, genders/gender identities, sexual orientations, nationalities and other classes of people in the City protected by federal and state anti-discrimination laws. It shall strive towards discouraging and preventing discriminatory practices towards any such group.

(2) It may, for the purpose of developing policy recommendations, review complaints of particular instances, or complaints as to general conditions, relative to any tension, practices of discrimination, or acts of prejudice against any person or group.

(3) It shall carry on research projects and obtain factual data to ascertain the status and treatment of racial, religious, ethnic, and other protected groups within the City; and it shall make reports and recommendations to the City Manager as to its findings of fact relative to existing conditions and as to the policies, programs, and legislation for relief and alleviation of such discriminatory practices and conditions. The City Manager shall review the reports and findings and take steps to implement recommendations or, if a matter of policy or legislation, to submit the reports or findings to the City Council for its consideration. Recommendations produced by or for the Commission are not binding, factually or legally, on the City or any part thereof, including the City Manager, the City Attorney, and the City Council.

(4) It shall cooperate with other public, governmental, or private agencies in developing courses of instruction for presentation in public and/or private schools, in public libraries, in public museums, or other suitable places, showing and illustrating the contributions of various religious, ethnic, and other protected groups to the culture, tradition, and progress of our City, state, and nation, and further showing the deplorable effects and menace of prejudice, intolerance, and discrimination.

(5) It shall formulate and carry out programs of community education and information with the object of discouraging and eliminating any such tension, prejudice, and discrimination.

(6) It may issue such publications and reports of research as in its judgment will tend to minimize or eliminate prejudice, intolerance, tensions or discrimination, or which will promote or tend to promote goodwill.

(7) It shall cooperate with and seek cooperation of federal, state, and City agencies and departments in carrying out projects within their respective authorities to eliminate intergroup tensions and to promote intergroup harmony. It shall recommend to the City Council policy considerations aimed at improving relations within and among the population, as well as improving the variability of various City departments and agencies to insure protection of any and all persons and groups from discrimination.

(C) *Formation of Commission.*

(1) *Membership.* The Saginaw Human Rights Commission shall consist of 5 members to be appointed by the Mayor with the approval of City Council. Members shall be residents of the City. Members, insofar as possible, shall represent the City's diverse population and be committed to the protection of human rights. The members of the Commission, as nearly as possible, shall be representative of the community at large. All members shall serve without compensation. Members of City Council and City employees and contractors are not eligible to serve on the Commission.

(2) *Terms.* All appointments to the Saginaw Human Rights Commission shall be for a term of three years, except that the initial appointments shall be staggered to allow for appointments each year.

(3) *Filling vacancies.* If a seat on the Saginaw Human Rights Commission becomes vacant, it shall be filled in the same manner as the original appointment. The individual filling such vacancy shall serve the remainder of the unexpired term. A member holding over after their term expires may continue to act until a successor is appointed.

(4) *Member removal.* Council may remove any member of the Saginaw Human Rights Commission for cause upon notice to that member and an opportunity for that member to respond to Council in writing.

(a) Members are expected to attend meetings on a regular basis. Three consecutive absences, or five absences within one calendar year, will constitute cause for the automatic removal of the member.

(5) *Ethical considerations.* Each member of the Saginaw Human Rights Commission, and every person who renders services to the Commission, shall maintain and protect the status of confidential information. Each member shall avoid conflicts of interest.

(D) *Operations and support.*

(1) *Facilities and staff support.* The City shall provide the Commission with suitable facilities for the conduct of its meetings and other business. The City Manager shall designate a member of staff to serve as clerk of the Commission meetings and preserve the record of such meetings. The Commission shall work within the constraints of any budget allocation adopted by City Council.

(2) *Meetings.* The Saginaw Human Rights Commission shall, at its first meeting and at the first regular meeting of any calendar year thereafter, select from its members a Chair, as well as a Vice Chair, who shall serve in the Chair's absence. Regular Commission meetings shall be determined at the January meeting for the current year by a majority vote of the Commission. All meetings shall be open to the public and subject to the requirements of Michigan's Open Meetings Act, PA 267 of 1976. A majority vote of its members shall be necessary to approve any motion, resolution, or recommendation of the Commission. All records of the Commission shall be subject to the requirements of Michigan's Freedom of Information Act, PA 442 of 1976.

This ordinance shall become effective December 16, 2021.

Enacted: December 6, 2021.

Yeas:

Nays:

Absent:

## ORDINANCE DECLARED ADOPTED

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Brenda F. Moore  
Mayor

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Janet Santos, MiPMC/MMC  
City Clerk

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 ordinance adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on December 6, 2021; 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.

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Janet Santos, MiPMC/MMC  
City Clerk

Moved by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_ to adopt an ordinance introduced November 8, 2021, entitled and reading as follows, be taken up and enacted:

O-\_\_\_\_\_

AN ORDINANCE TO AMEND CHAPTER 12, "BOARDS AND COMMISSIONS," OF TITLE I, "ADMINISTRATIVE CODE," BY AMENDING §12.037, "SAGINAW HUMAN PLANNING COMMISSION," OF THE CITY OF SAGINAW CODE OF ORDINANCES, O-204.

The City of Saginaw Ordains:

Section 1: An ordinance to amend, Chapter 12 "Boards and Commissions," of Title I, "Administrative Code," by amending §12.037, "Saginaw Human Planning Commission," of the City of Saginaw Code of Ordinances, O-204, is hereby amended to read as follows:

## **§ 12.037 SAGINAW HUMAN PLANNING COMMISSION.**

### *(A) Creation and membership.*

(1) The Saginaw Human Planning Commission is hereby created to provide effective citizen participation in an advisory capacity only to aid the City Council in solving the social and physical problems of the City.

(2) There shall be 21 Quadrant representatives on the Commission, one to be appointed by City Council (hereinafter in this section referred to as "Council") from the -5 Quadrants adopted by City Council at the time this section becomes effective and any subsequent amendments.

(3) A map clearly indicating the geographical area of each of the Quadrants in the City shall be maintained in the City Clerk's office for public examination.

*(B) Quadrants and Number of Individual Quadrant Representatives.* The Quadrants and the number of representatives for each are as follows:

(1) Human Planning Commission Quadrant One, will be comprised of 5 representatives;

(2) Human Planning Commission Quadrant Two, will be comprised of 5 representatives;

(3) Human Planning Commission Quadrant Three, will be comprised of 5 representatives;

(4) Human Planning Commission Quadrant Four, will be comprised of 5 representatives;

(5) Human Planning Commission Quadrant Five, will be comprised of 1 representative;

### *(C) Qualification of representatives.*

(1) A Quadrant representative must meet the following qualifications prior to appointment:

(a) United States citizenship;

- (b) Eighteen years old; and
- (c) Registered voter of the City.

(2) During the Quadrant representative's tenure, the individual cannot hold any board membership, employment, or subcontracting relationship with any agency currently being funded with or applying for Community Development Block Grant funds while the person is serving on the Human Planning Commission.

(D) *Term of office.* The term of office of the Quadrant representatives shall be two years from the date of appointment.

(E) *Vacancy in office.* The office of a Quadrant representative shall be declared to be automatically vacant due to one of the following circumstances:

- (1) Death;
- (2) Resignation;
- (3) The Quadrant representative no longer occupies as a principle residence, a dwelling in the Quadrant from which the person was appointed;
- (4) The Quadrant representative has been convicted of a felony;
- (5) The Quadrant representative has been judicially declared mentally incompetent; and

(6) The Quadrant representative holds any board membership or obtains employment or a subcontracting relationship with any agency currently being funded with or applying for Community Development Block Grant funds while the individual is serving on the Human Planning Commission.

(F) *Filling vacancy in office.* City Council shall fill a vacancy by appointment. The individual will complete the remainder of the former Quadrant representative's term.

(G) *Organization of Commission.* The Saginaw Human Planning Commission shall select its own Chairperson, Vice Chairperson, Secretary, and any other officers it may deem necessary. The Commission shall establish its own rules of procedure.

(H) *General duties and powers.* The Saginaw Human Planning Commission shall address itself to the social and physical problems of the City. Nothing in this section is intended to or shall be construed to conflict with the provisions of the Michigan Planning Enabling Act, Public Act 33 of 2008, being M.C.L. §§ 125.3811 et seq., vesting certain powers and duties concerning a program for public structures and improvements in the City Planning Commission. The Commission will establish program priorities by direct communication with the citizens in the respective quadrants. The Commission shall have authority to plan and research social programs and review and recommend programs and action proposed by others in the area of social programming proposed for the City.

(I) *Personnel.* Personnel to assist the Commission will be assigned from the City's Community Development Block Grant Division. The Deputy Director of Community Services or his/her designee will consult with the Commission as to type and number of staff to be assigned to it.

This ordinance shall become effective December 3, 2021.

Enacted: November 22, 2021.

Yeas:

Nays:

Absent:

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Brenda F. Moore  
Mayor

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Janet Santos, MiPMC/MMC  
City Clerk

## ORDINANCE 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 ordinance adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on November 22, 2021; 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.

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Janet Santos, MiPMC/MMC  
City Clerk

**From:** Timothy Morales, City Manager  
**Subject:** MDOT Designation of Streets Administrator  
**Prepared by:** Beth London, Public Services Department

**Manager's Recommendation:**

I recommend the adoption of the resolution that designates Travis J. Hare, Assistant City Engineer, as the single Street Administrator in all transactions with the Michigan Department of Transportation for the Public Services Department, Right of Way Division.

**Justification:**

The Michigan Department of Transportation (MDOT) requires that all cities that receive funds from ACT 51 have a single designated administrator that is responsible for street improvements, maintenance, and traffic operations work; the development, construction, and repair of off-street parking facilities; construction and repair of street lighting; and shall represent the City in all transactions with the Michigan Department of Transportation.

Due to the resignation of Louis J. Taylor, City Engineer who was the MDOT Street Administrator, a new administrator is to be designated. Travis J. Hare, Assistant City Engineer, is to be designated as the single MDOT Street Administrator in all future transactions.

**Council Action:**

This Council Communication is for informational purposes only of the resolution to be adopted.

## DESIGNATION OF STREET ADMINISTRATOR

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

**WHEREAS:** Section 13(9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provision of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this act."

**NOW, THEREFORE, BE IT RESOLVED,** that this Honorable body designate Travis J. Hare, Assistant City Engineer, as the single Street Administrator for the City of Saginaw in all transactions with the State Transportation Department as provided in Section 13 of the Act.

Ayes:

Nays:

Absent:

## 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 November 22, 2021; 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.

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Janet Santos, MiPMC/MMC  
City Clerk

## AUTHORIZING THE EXTENSION OF THE MASTER PLAN FOR THE CITY OF SAGINAW UNTIL JUNE 1, 2022

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

**WHEREAS:** the City of Saginaw has a Master Plan that was adopted in 2011; and

**WHEREAS:** the Master Plan has been reviewed by the Michigan Municipal League, the City Planning Commission, and Michigan State University Extension; and

**WHEREAS:** the consensus of the reviews is that the City of Saginaw has a good Master Plan with many goals that have not been met and that only minor changes should be made to the Plan; and

**WHEREAS:** the City Planning Commission will meet on November 23, 2021, and their approval to extend the current Master Plan until June 1, 2022 is expected; and

**WHEREAS:** the action items and goals of the current Master Plan will move forward to completion while the current Plan is extended.

**NOW, THEREFORE, BE IT RESOLVED,** that contingent on the Planning Commission approval to extend the Master Plan, the City of Saginaw, through its City Council authorizes the extension of the Master Plan adopted in 2011 until June 1, 2022.

Ayes:

Nays:

Absent:

## 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 November 22, 2021; 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.

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Janet Santos, MiPMC/MMC  
City Clerk