Saginaw City Council Agenda

1315 S. Washington Avenue
VIA TELECONFERENCE
PER PA 267 OF 1976
January 11, 2021
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 December 21, 2020 regular council meeting minutes.

2. Approve the amendments to the FY 2021 Approved Budget to recognize changes that have occurred during the December period.

3. Approve the grant agreement between the Saginaw Housing Commission and the U.S. Department of Housing and Urban Development for the FY 2020 Family Self Sufficiency Program.

4. Approve the purchase with Carrier and Gable, Inc., a sole source, for $7,900 for ten traffic signal GPS time clocks for the Traffic Maintenance Section, Right of Way Division.

5. Approve the purchase with MD Solutions for $11,617 for sign posts for the Traffic Maintenance Section, Right of Way Division.

6. Approve the purchase with Todd Wenzel Buick GMC for $55,046 for a 2020 GMC Sierra 3500HD Mini Dump truck equipped as specified for the Streets Division.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

1. Approve the Manager's appointment of Adam Tompa to the Downtown Development Authority with a term to expire December 31, 2022.

ORDINANCE INTRODUCTION:

ORDINANCE CONSIDERATION AND ADOPTION:

RESOLUTIONS:

UNFINISHED BUSINESS:

MISCELLANEOUS BUSINESS:

1. Motion to enter a closed session pursuant to MCL 15.268(h), to consider material, the written opinion of legal counsel, exempt from discussion or disclosure by state or federal statute.

2. Consideration of a FOIA Appeal submitted by Daniel Rudd.

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.

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, DECEMBER 21, 2020, AT 6:30 P.M. VIA VIDEO/TELECONFERENCE PER PUBLIC ACT 267 OF 1976. THE MEETING WAS STREAMED LIVE VIA THE CITY'S WEBSITE AND ON SGTV.

ROLL CALL

Clerk Santos called the meeting to order. Council Members present: Michael Balls, attending remotely from Saginaw, MI, Annie Boensch, attending remotely from Saginaw, MI, George Copeland, attending remotely from Saginaw, MI, Bill Ostash, attending remotely from Saginaw, MI, Autumn Scherzer, attending remotely from Saginaw, MI, Monique Lamar-Silvia, attending remotely from Saginaw, MI, Michael Flores, attending remotely from Saginaw, MI, Brenda Moore, attending remotely from Saginaw, MI: 8. Council Members absent: Reggie Williams II: 1.

PUBLIC INPUT

There was no public input that addressed the Council.

REMARKS OF COUNCIL

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

REPORTS FROM CITY MANAGER

City Manager Morales provided information and updates regarding City projects.

CONSENT AGENDA:

Mayor Moore asked if there were any exceptions to the consent agenda. Exceptions were made to items 2, 5, and 9.

1. Approve the December 7, 2020 regular council meeting minutes.

2. Approve the amendment to the City Fees and Rates Schedule by adding a Marihuana Establishment application fee of $4,000 for the City Clerk's Office.

3. Approve the purchase with Bit Direct for $11,655 for software and licenses for the INFOR Servers migration and update for the Technical Services Department.

4. Approve a five-year lease with Ricoh USA for $5,244.60, with $1,049 in annual payments, for a multi-function copier for the Water Treatment Division.

5. Approve the purchase with Barrett Sign Company for $21,000 for the professional services for the design, installation and construction of a digital sign for Fire Station No. 2.

6. Approve the purchase with Allie Bros., Inc. for $8,145 for fifteen ballistic vests for the Fire Department.

7. Approve the adoption agreement and purchase with Michigan Doodle Rescue Connect, Inc. for $1.00 to adopt a therapy dog to be utilized by the Saginaw Police Department's Victim Services Unit.

8. Approve the purchase with CMP Distributors, Inc. for $10,148 for FY 2021; and pending budget approval for $10,443 for FY 2022 and $10,756 for FY 2023, for Point

Blank tactical body armor and tactical body armor plates for the Saginaw Police Department Emergency Services Team.

9. Approve the purchase with Y&S Technologies, Inc. for $13,573 for fourteen laptops for the Saginaw Police Department.

10. Approve to increase the blanket purchase order with Clean Team, Inc. by $3,001, for a new total of $5,000, for bi-weekly disinfection of common use areas for City Hall.

11. Ratification of a purchase with Interstate Truck Source, a sole source, for $4,302 for engine repairs for a packer truck for the Yard waste Division. Further, approve to increase the blanket purchase order with Interstate Truck Source by $6,500, for a new total of $9,000, for the Motor Pool Division.

12. Approve the signatory authorization for the Drinking Water Asset Management Grant application process and for the grant period, if awarded.

13. Approve the purchase with Dell, Inc. for $3,409 for new computers for the camera security and door access systems at the Water and Wastewater Treatment Division, Instrumentation and Process Controls Division.

14. Approve to increase the purchase order with Holzberg Communications, Inc. by $12,834, for a new total of $85,685, for replacement radios for the Security Video Network at the Water Treatment Division, Instrumentation and Process Controls Division.

15. Approve the purchase with Delta Door Sales, Inc. for $8,600 for the replacement of two gate operators on the vehicle entrance gates for the Wastewater Treatment Division.

16. Approve the purchase with DTN, LLC, a sole source, for $4,500 to provide weather services for the Water Treatment Division.

Moved by Council Member Boensch, seconded by Mayor Pro Tem Balls to approve consent agenda items 1, 3, 4, 6, 7, 8 and 10 through 16 as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Scherzer, seconded by Council Member Ostash to approve consent agenda item 2 as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Ostash, seconded by Council Member Scherzer to approve consent agenda item 5 as presented. Mayor Moore asked Clerk Santos to conduct a roll call vote.

Ayes: Ostash, Scherzer, Copeland, Balls, Boensch, Moore
Nay: Lamar-Silvia, Flores
Absent: Williams
Motion approved.

Moved by Council Member Ostash, seconded by Council Member Lamar-Silvia to approve consent agenda item 9 as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

BOARD/COMMISSION/COMMITTEE REPORTS

Council Member Ostash reported that he resigned from his position on the Board of Appeals on Zoning and applied for appointment on the Planning Commission as not to create an incompatibility of offices.

Council Member Scherzer announced her interest in serving on the Crime Prevention Counsel.

Mayor Moore reported that the Region VII Area Agency on Aging will offer mobile flu shots for senior citizens.

APPOINTMENT OF BOARD AND COMMISSION MEMBERS

Moved by Council Member Lamar-Silvia, seconded by Council Member Boensch to approve the following:

1. City Manager appointment of Mary Malocha to the Brownfield Redevelopment Authority with a term to expire December 31, 2022.
2. Council appointment of Ann E. Boensch to the Saginaw County 911 Communications Center Authority as Council representative.
3. City Manager appointment of Amy Spadafore to the Downtown Development Authority with a term to expire December 31, 2024.
4. Council appointment of Breana Kocher to the Human Planning Commission - District 21 with a term to expire December 31, 2022.
5. Council appointment of Michael Balls to the MBS International Airport Commission with a term to expire October 31, 2022.
6. Council appointment of William Ostash to the Planning Commission with a term to expire November 1, 2022.
7. City Manager appointment of Darrick Huff to the Downtown Development Authority with a term to expire December 31, 2024.
8. Council reappointment of Bruce Gale to the Board of Appeals on Zoning with a term to expire December 31, 2023.
9. Mayoral reappointment of Brenda Kolka to the Housing Board of Appeals with a term to expire December 31, 2021.
10. Mayoral reappointment of Thomas Darnell to the Board of Building Appeals & Fire Code Appeals with a term to expire December 21, 2022.

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

ORDINANCE CONSIDERATION AND ADOPTION

Moved by Council Member Boensch, seconded by Council Member Scherzer to adopt the ordinance to amend §153.460 “Definitions,” §153.063 “Outside Storage and Parking on Residentially Zoned and/or Use Lots,” §§153.181 through 386, “Principal Permitted Uses,” §153.347 “Permitted Uses After Special Approval,” and §153.491 “Temporary Buildings,” of Chapter 153, “Zoning Regulations,” Title XV, “Land Usage,” of the City of Saginaw Code of Ordinances, O-204. 8 ayes, 0 nays, 1 absent. Motion approved.

MISCELLANEOUS BUSINESS

A Freedom of Information Act (FOIA) appeal filed by Charles Blackwell was considered. Moved by Council Member Ostash, seconded by Council Member Copeland to approve. Discussion was held.

Moved by Council Member Scherzer, seconded by Council Member Boensch to amend the main motion to include “approval to uphold the fee associated with Charles’s Blackwell’s FOIA request and to issue him a written notice.” Discussion was held. Mayor Moore asked Clerk Santos to conduct a roll call vote.

Ayes: Scherzer, Balls, Boensch, Ostash, Moore
Nays: Copeland, Lamar-Silvia, Flores
Absent: Williams
Motion approved.

Mayor called for the vote on the main motion. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Scherzer, seconded by Council Member Boensch to approve to conduct virtual Council meetings through March 31, 2021, if legislation is approved allowing same..

ADJOURNMENT

Moved by Council Member Boensch, seconded by Council Member Lamar-Silvia to adjourn the meeting at 7:36 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

As recorded by

Janet Santos, MiPMC/MMC
City Clerk

COUNCIL COMMUNICATION CC-2

From: Timothy Morales, City Manager

Subject: December Budget Adjustment

Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

I recommend approval of the amendments to the 2020/2021 Approved Budget for the listed funds. This adjustment is required to recognize any errors, omissions, or changes that have occurred within the month of December.

Justification:

The 2020/2021 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2021 Budget Resolution, which states that the City Manager must provide budget adjustments to City Council quarterly and/or as needed. As a result of the City Manager's monthly analysis for December, the below-mentioned budget adjustments take into consideration any errors, omissions, or changes in the funding levels and expenditures approved by City Council as prescribed by the City Charter.

In review of the General Fund, it is recommended that this fund be increased by $1,138,851 from $39,078,970 to $40,217,821.

- A budget adjustment is required to recognize the reimbursement to Community Public Safety Police for training for $280, vest grant reimbursement for $3,252, and restitution for vehicle damages of $600. Revenues will be recognized in the General Fund Revenues, Reimbursement – Police Account No. 101-0000-676.020. To offset the increase in revenues will be an increase in Community Public Safety – Police, Police Administration Division, Training and Development Account No. 101-3512-823.003 for $280, Police Building Maintenance Division, Clothing Supplies Account No. 101-3514-728.000 for $3,252, and Parts and Supplies Account No. 101-3514-742.000 for $600.

- A budget adjustment is required to recognize two donations to Community Public Safety Police, in the total amount of $29,700. Community Public Safety – Police receive $1,200 from Families Against Narcotics, and $28,500 from the City of Midland Homeland Security Grant. Both donations will be recognized in the General Fund Revenue Police Donations Account No. 101-0000-674.009. To offset the increase in revenues will be and increase to Community Public Safety – Police, Police Building Maintenance Division, Parts and Supplies Account No. 101-3514-742.000 for $1,200 and Police Technical Support Services Division, Capital Less than $5,000 Account No. 101-3515-971.000 for $28,500.

- A budget adjustment is also required to recognize the Coronavirus Relief Local Governmental Grants from the State of Michigan for $1,045,914. This grant created under 2020 Public Act 144 and was created to provide Coronavirus Relief Funds to local units of government. These funds are to replace the August's Statutory State

Shared Revenue payment that was not received. Revenues will be recognized in the General Fund Revenue, Other Federal Grants – CRLGG Account No. 101-0000-528.000 for $1,045,914. To offset the increase in revenues will be an increase to the General Fund, Other General Fund Expenditures, Increase to Fund Equity Division, Fund Equity Account No. 101-8559-989.001 for the same amount.

- A budget adjustment is required for the continued payment of the approved internal five-year deficit elimination plan for the Neighborhood Stabilization Fund for $59,204. This is the third year of the deficit elimination plan. Expenditures will be recognized in General Fund, Other General Fund Expenditures, Transfers Division, Transfer to Other Fund – NSP Account No. 101-9660-999.279 in the amount of $59,204. To offset this increase will be an appropriation of available fund balance.

The Rubbish Collection Fund (226) should be increased $25,800 from $4,538,180 to $4,563,980. This increase is to recognize the sale of two pieces of equipment at the compost site. Revenues will be recognized in this fund’s Sale of Property Items Account No. 226-0000-673.003. To offset this increase in revenues will be an increase to this funds’ Compost Site Division, Vehicles Account No. 226-4587-982.000 for the purchase of a Mini Dump Truck.

The Department of Justice – DOJ JAG Grant Fund (263) should be increased $53,915 from $82,311 to $136,226. This increase is due to the department receiving their JAG 2020 allocation as well as the sale of vehicles on Govdeals. Revenues will be recognized in the DOJ JAG, Sale of Property Items Account No. 263-0000-637.003 in the amount of $26,925 and JAG 2020 Account No. 263-0000-501.054 in the amount of $26,990. To offset this increase in revenues will be an increase to the DOJ JAG Grant Fund, JAG 2020 Division, Vehicles Account No. 263-3339-982.000 by $53,915.

The Drug Forfeiture Fund (264) should be increased from $66,956 to $72,232, which represents a $5,276 increase. This increase is primarily due to the recognition of unanticipated revenues in Sale of Property Items Account No. 264-0000-673.003 by $5,276. To offset the increase in revenues will be the same increase to this fund’s Parts and Supplies Account No. 264-3341-742.000.

The Police Justice Grant Fund (268) should be increased $20,965 from $462,236 to $483,201. This increase is due to the State of Michigan – Department of Treasury Audit Division requiring that the city recognize any deferred inflows and/or receivables that were due as of June 30 but were not received until the next fiscal year. This adjustment recognizes these funds. Revenues will be recognized in the Police Justice Grant Fund, Justice Victims Services Grant Account No. 268-0000-501.039 in the amount of $20,965. To offset this increase will be the same increase to the Police Justice Grant Fund, Increase to Fund Equity Division, Fund Equity Account No. 268-8559-989.001.

The Community Development Block Grant (CDBG) Fund (275) should be increased $292,234 from $5,777,760 to $6,069,994. This increase is due to the State of Michigan – Department of Treasury Audit Division requiring that the city recognize any deferred inflows and/or receivables that were due as of June 30 but were not received until the next fiscal year. This adjustment recognizes these funds. Revenues will be recognized in the CDBG Fund - Administration Account No. 275-0000-501.040 in the amount of $89,532, Special

Projects Account No. 275-0000-501.041 in the amount of $191,148, and Economic Development Corp Account No. 275-0000-501.044 in the amount of $11,554. To offset this increase will be the same increase to the CDBG Fund, Increase to Fund Equity Division, Fund Equity Account No. 275-8559-989.001.

The CDBG Residential Loan Fund (276) should be increased $181,741 from $659,419 to $841,160. This increase is due to the State of Michigan – Department of Treasury Audit Division requiring that the city recognize any deferred inflows and/or receivables that were due as of June 30 but were not received until the next fiscal year. This adjustment recognizes these funds. Revenues will be recognized in the CDBG Residential Loan Fund - Single Family Account No. 276-0000-501.047 in the amount of $119,450, Loan Principal Account No. 276-0000-698.003 in the amount of $17,188, and Surplus Receipts Account No. 276-0000-671.002 in the amount of $45,103. To offset this increase will be the same increase to the CDBG Residential Loan Fund, Increase to Fund Equity Division, Fund Equity Account No. 276-8559-989.001.

The Neighborhood Stabilization Program (NSP) Fund (279) should be increased $59,204 from $0 to $59,204. This increase is due to the State of Michigan – Department of Treasury Audit Division requiring that the city recognize any deferred inflows and/or receivables that were due as of June 30 but were not received until the next fiscal year. This adjustment recognizes these funds. Revenues will be recognized in the NSP Fund – Transfer from Other Funds – General Fund Account No. 279-0000-699.101 in the amount of $59,204. To offset this increase will be the same increase to the NSP Fund, Increase to Fund Equity Division, Fund Equity Account No. 279-8559-989.001.

The Information Management Fund (658) should be increased from $1,635,689 to $1,647,074. This is an increase of $11,385. This amendment reflects the encumbrance of funds from the prior year for purchase order 05082841. This increase is attributable to the purchase of the Cisco Core Network Switch and Raptor Switch. This purchase was approved in May but the product was not received until early fall. An appropriation of fund balance will be utilized to offset these expenditures.

The Motor Pool Operation Fund (661) should be increased from $2,441,269 to $2,486,518. This represents a $45,249 increase. This adjustment recognizes the sale of various property items from the motor pool. Revenues will be recognized in the Motor Pool Operation Fund, Sale of Property Items Account No. 661-0000-673.003 in the amount of $45,249. To offset the increase in revenues will be an increase in the following expenditures in the Garage Operation Division Overtime Account No. 661-4481-704.000 in the amount of $40,727, Office Supplies Account No. 661-4481-740.000 in the amount of $2,500 and Capital Outlay less than $5,000 Account No. 661-4481-971.000 in the amount of $2,022.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-3

From: Saginaw Housing Commission

Subject: Saginaw Housing Commission Grant Agreement

Prepared by: Lesley Foxx, Executive Director, Saginaw Housing Commission

Recommendation:

I recommend approval of the grant agreement between the Saginaw Housing Commission and the U.S. Department of Housing and Urban Development for the FY 2020 Family Self Sufficiency Program.

Justification:

In accordance with §12.036(B)(3) of the Saginaw Code of Ordinances, the Saginaw Housing Commission shall obtain City Council approval prior to entering or accepting any grant agreements in the name of the Saginaw Housing Commission. In accepting the grant agreement, the Saginaw Housing Commission agrees that it will comply with all the terms and conditions of the agreement, applicable laws, regulations, and all other requirements of Housing and Urban Development (HUD) now or hereafter in effect pertaining to the Family Self Sufficiency (FSS) Program and other applicable laws. The effective date of each agreement shall be the date of execution as set forth by the U.S. Department of Housing and Urban Development.

The Saginaw Housing Commission was notified by HUD on January 4, 2021 that they were selected to receive an award for the FY 2020 Family Self Sufficiency Program in the amount of $75,689. The Saginaw Housing Commission has been awarded the FSS Program Grant since 2005. The purpose of the FSS program is the development of local strategies to coordinate the use of assistance with public and private resources to enable participating families to increase earned income, reduce or eliminate the need for welfare assistance and make progress toward achieving economic independence and housing self-sufficiency. Participating families are in the Public Housing or Housing Choice Voucher Section 8 program.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-4

From: Timothy Morales, City Manager

Subject: Purchase of Traffic Signal GPS Time Clocks

Prepared by: Louis Taylor, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Carrier and Gable, Inc., a sole source, for $7,900.00 for ten Traffic Signal GPS Time Clocks for the Traffic Maintenance Section, Right of Way Division.

Justification:

On December 1, 2020, a quote was received from Carrier and Gable, Inc. for ten RTC GPS Time Clocks for various traffic signals within the City. Carrier and Gable, Inc. is a sole source provider for this equipment.

The Traffic Maintenance Section maintains and installs the traffic signals throughout the City of Saginaw. This equipment will modernize the traffic signal controllers to help maintain traffic progression and timing.

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.

COUNCIL COMMUNICATION CC-5

From: Timothy Morales, City Manager

Subject: Purchase of Sign Posts

Prepared by: Louis Taylor, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with MD Solutions for $11,617.00 for various types of sign posts for the Traffic Maintenance Section, Right of Way Division.

Justification:

On November 10, 2020, the City received six bids for 450 various types of sign posts. The Traffic Maintenance Section of the Right of Way Division is required to maintain and replace, when necessary, the street and traffic control signs throughout the City. The following is a tabulation of the bids received:

Vendor	Costs
UniStrut Midwest (partial bid) Wayne, MI	$ 10,818.00*
MD Solutions Plain City, OH	$ 11,617.00
Dornbos Sign, Inc. Charlotte, MI	$ 13,661.50
Vulcan Signs Foley, AL	$ 14,301.50
Lightle Enterprise of Ohio, LLC Frankfort, OH	$ 16,863.00
Three Rivers Corporation Midland, MI	$ 34,622.00

*UniStrut Midwest bid on only four of the seven types of sign posts listed on the bid and their unit bid price was not the low unit price for any of the four items bid.

MD Solutions bid all seven items and bid the lowest unit bid price for all seven items.

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 $5,808.50 and the Local Streets Fund, Traffic Engineering Division's, Parts and Supplies Account No. 203-4621-742.000 $5,808.50.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-6

From: Timothy Morales, City Manager

Subject: Replacement Mini Dump Truck

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Todd Wenzel Buick GMC for $55,045.53 for a 2020 GMC Sierra 3500HD Mini Dump truck equipped as specified for the Streets Division.

Justification:

This purchase will replace a 2008 Dodge Ram one-ton dump truck with 74,484 miles that was scheduled for replacement in 2018. The 2008 vehicle will be sold at auction. This truck is a front line vehicle used daily for delivering finished compost materials April through November and plowing and salting dead end streets, courts, and off street parking areas December through March. Operating efficiency, operator safety, and loss of productivity due to down time contribute to the need to replace this vehicle. This purchase will be made using MiDeal contract # 071B7700184 pricing.

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, Winter Maintenance Division's Vehicles Account No. 202-4655-982.000 $24,596.16 and the Rubbish Fund, Composting Division's Vehicles Account No. 226-4587-982.000 $30,449.37.

Council Action:

Motion to approve the recommendation of the City Manager.