

CITY OF MUSKEGON

CITY COMMISSION MEETING

SEPTEMBER 24, 2013

CITY COMMISSION CHAMBERS @ 5:30 P.M.

AGENDA

- ❑ CALL TO ORDER:
- ❑ PRAYER:
- ❑ PLEDGE OF ALLEGIANCE:
- ❑ ROLL CALL:
- ❑ HONORS AND AWARDS:
- ❑ INTRODUCTIONS/PRESENTATION:
- ❑ CONSENT AGENDA:
 - A. Approval of Minutes. CITY CLERK
 - B. Valve Replacement Project – High Service Pumps. PUBLIC WORKS
 - C. Consideration of Bids for: S-664 Austin Lift Station Rehabilitation. ENGINEERING
 - D. Authorization to Firm for Zoning Ordinance Update. PLANNING & ECONOMIC DEVELOPMENT
 - E. West Michigan Metropolitan Transportation Planning Program (WestPlan) Dues FY2014 (October 1, 2013 – September 30, 2014). CITY MANAGER
 - F. Permanent Traffic Control Order – Designate One On-Street Parking Space as a “Handicap Parking” on Second Street. PUBLIC WORKS
 - G. Cemetery Utility Cart. PUBLIC WORKS
 - H. Signing of 2013-2014 Subrecipient and Community Housing Development Organization Agreements. COMMUNITY & NEIGHBORHOOD SERVICES
 - I. Police Cruisers. PUBLIC WORKS
 - J. Police SUV’s. PUBLIC WORKS
 - K. Request to Fly Breast Cancer Ribbon Flags. CITY CLERK
 - L. Towing Contract Extension (Ramos Towing Services). PUBLIC SAFETY

M. Appointments to Local Officer Compensation Commission. CITY CLERK

- ❑ **PUBLIC HEARINGS:**
- ❑ **COMMUNICATIONS:**
- ❑ **CITY MANAGER'S REPORT:**
- ❑ **UNFINISHED BUSINESS:**
- ❑ **NEW BUSINESS:**

A. Liquor License Request for Muskegon Moose Lodge. CITY CLERK

B. Blight Elimination Project – Demolition Bids. PLANNING & ECONOMIC DEVELOPMENT

C. Sappi Power Plant Implosion Request. PUBLIC SAFETY

- ❑ **ANY OTHER BUSINESS:**
- ❑ **PUBLIC PARTICIPATION:**
 - *Reminder: Individuals who would like to address the City Commission shall do the following:*
 - Fill out a request to speak form attached to the agenda or located in the back of the room.
 - Submit the form to the City Clerk.
 - Be recognized by the Chair.
 - Step forward to the microphone.
 - State name and address.
 - Limit of 3 minutes to address the Commission.
 - (Speaker representing a group may be allowed 10 minutes if previously registered with City Clerk.)
- ❑ **CLOSED SESSION:**
- ❑ **ADJOURNMENT:**

ADA POLICY: THE CITY OF MUSKEGON WILL PROVIDE NECESSARY AUXILIARY AIDS AND SERVICES TO INDIVIDUALS WHO WANT TO ATTEND THE MEETING UPON TWENTY FOUR HOUR NOTICE TO THE CITY OF MUSKEGON. PLEASE CONTACT ANN MARIE CUMMINGS, CITY CLERK, 933 TERRACE STREET, MUSKEGON, MI 49440 OR BY CALLING (231) 724-6705 OR TTY/TDD DIAL 7-1-1 TO REQUEST A REPRESENTATIVE TO DIAL (231) 724-6705.

Date: September 24, 2013
To: Honorable Mayor and City Commissioners
From: Ann Marie Cummings, City Clerk
RE: Approval of Minutes

SUMMARY OF REQUEST: To approve minutes of the September 9th Commission Worksession Meeting, and the September 10th City Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

City of Muskegon
City Commission Worksession
September 9, 2013
City Commission Chambers
5:30 PM

MINUTES

2013-74

Present: Commissioners Markowski (arrived 5:37 p.m.), Gawron, Hood, Wierengo, Turnquist, and Spataro.

Absent: Commissioner German.

Demolition at the Melching Site.

Ken Callow, Project Engineer, made a presentation to implode the power plant and smoke stacks on the Melching property (formerly known as Sappi).

The proposal is to complete the demolition in two phases. The power plant is targeted for demolition on October 27th from 7:30 a.m. to 10:30 a.m. The smoke stacks will be scheduled after clean-up and approvals from the State have been received.

This item will be placed on the September 24, 2013 Commission Meeting for consideration.

Revised Ground Lease – 1601 Beach, LLC

This is a request to consider a revised ground lease with 1601 Beach, LLC. This would allow the construction of additional parking adjacent to the existing parking lot.

Staff recommends to approve the revised ground lease and to authorize the Mayor and Clerk to execute it.

This item will be placed on the September 10, 2013 Commission Meeting for consideration.

Smartzone Proposal.

Muskegon Lakefront, LLC is offering the following:

1. Pay \$25,000 in taxes each year for the next two years (as if buildings had been built on two units as required in the current agreement).
2. If tribal recognition has not been received and construction on the casino development has not been started after two years, the Smartzone property currently in our ownership will be conveyed to the City or they will pay the City \$500,000 in one lump sum.
3. If tribal recognition has been received and construction has been started within two years, the City will waive the \$500,000 payment and no conveyance will occur.

City Manager Bryon Mazade explained the alternative if the proposal is not accepted. It includes placing the special assessment on the properties – an amount just under \$500,000. The City could also take the property back through litigation.

Vice Mayor questioned how the City will know the bill will be paid. Can a surety bond be requested, escrow, etc.?

Direction of staff is to produce an agreement based on this proposal with concerns enumerated in the meeting and to provide assurances. The steps include placing a special assessment on properties that will be placed on the taxes as a lien on the property. The agreement needs to include some assurances that the City will actually receive the money and assure the ability to actually convey the property to the City.

The proposed agreement will be forwarded to City Commission for their consideration.

Adjournment.

Motion by Commissioner Hood, seconded by Commissioner Spataro to adjourn at 6:43 p.m.

MOTION PASSES

**Ann Marie Cummings, MMC
City Clerk**

CITY OF MUSKEGON

CITY COMMISSION MEETING

SEPTEMBER 10, 2013

CITY COMMISSION CHAMBERS @ 5:30 P.M.

MINUTES

The Regular Commission Meeting of the City of Muskegon was held at City Hall, 933 Terrace Street, Muskegon, Michigan at 5:30 p.m., Tuesday, September 10, 2013.

Mayor Gawron opened the meeting with a prayer from Rev. Mark Miller from Central United Methodist Church. This was followed by a moment of silence for our fallen brother State Trooper Paul Butterfield after which the Commission and public recited the Pledge of Allegiance to the Flag.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen Gawron, Vice Mayor Lawrence Spataro, Commissioners Willie German, Sue Wierengo, Byron Turnquist, Lea Markowski, and Eric Hood, City Manager Bryon Mazade, City Attorney John Schrier, and City Clerk Ann Marie Cummings.

2013-75 CONSENT AGENDA:

A. Approval of Minutes. CITY CLERK

SUMMARY OF REQUEST: To approve minutes of the August 27th City Commission Meeting.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approval of the minutes.

B. Upgrade Storage Area Network (SAN). IT DEPARTMENT

SUMMARY OF REQUEST: The City has received three quotes for the purchase of a storage area network (SAN) upgrade. This equipment provides virtualized network storage for the 16 servers that run all city computer operations. The new equipment will provide needed expansion and full redundancy/backup for all city servers.

Vendor	Price	Location
Dell Direct	\$22,107.19	Dallas, TX
ISI	16,142.09	Grand Rapids
Trivalent Group	21,600.00	Grandville

Staff recommends purchasing the equipment from the low bidder (ISI). This company has previously provided equipment for the City's VOIP phone system.

FINANCIAL IMPACT: Purchase of this equipment will provide complete redundancy and safeguards for disaster recovery. It will also allow us to meet data storage demands as city department increase storage of image, documents and other large files.

BUDGET ACTION REQUIRED: Funds for this purchase are included in the FY14 budget.

STAFF RECOMMENDATION: Approval of purchase.

C. Plow Truck Set-up. PUBLIC WORKS

SUMMARY OF REQUEST: Authorize staff to proceed with the set-up and installation of two new plow/salt truck dump boxes and underbody scrapers from Truck & Trailer Specialties, the only qualified bidder on State Contract (Mi-Deal).

FINANCIAL IMPACT: \$51,353 each for a total of \$102,706.

BUDGET ACTION REQUIRED: None. Amount is what was budgeted.

STAFF RECOMMENDATION: Authorize staff to proceed with set-up and installation of two new plow/salt truck dump boxes and underbody scrapers from Truck & Trailer Specialties.

Motion by Commissioner Turnquist, second by Commissioner Wierengo to accept the Consent Agenda as presented.

ROLL VOTE: Ayes: Wierengo, Turnquist, Markowski, Gawron, Hood, Spataro, and German

Nays: None

MOTION PASSES

2013-76 PUBLIC HEARINGS:

**A. Consolidated Annual Performance Evaluation Report (CAPER 2012).
COMMUNITY & NEIGHBORHOOD SERVICES**

SUMMARY OF REQUEST: To conduct a public hearing of the 2012-2013 CAPER projects funded through CDBG and HOME allocations to the City of Muskegon Community and Neighborhood Services department.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To submit the 2012-2013 CAPER including any public comments received during the 30-day comment period ending September 26, 2013.

The Public Hearing opened to hear and consider any comments from the public. No public comments were made.

Motion by Vice Mayor Spataro, second by Commissioner German to close the Public Hearing and submit the 2012-2013 CAPER including any public comments received during the 30-day comment period ending September 26, 2013.

ROLL VOTE: Ayes: Turnquist, Markowski, Gawron, Hood, Spataro, German, and Wierengo

Nays: None

MOTION PASSES

2013-77 NEW BUSINESS:

A. Approval of Sale of City-Owned Home at 539 Orchard. COMMUNITY & NEIGHBORHOOD SERVICES

SUMMARY OF REQUEST: To approve the resolution and instruct the Community and Neighborhood Services department to complete the sales transaction between Amanda M. Schaub, for the totally rehabilitated home at 539 Orchard. Ms. Schaub will purchase it for \$50,500.

This is a property that was under the Lease with Option to Buy Program five years ago.

FINANCIAL IMPACT: The proceeds from the sale will be used for the HOME Program.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the resolution and direct the Community and Neighborhood Services staff to complete the sale.

Motion by Commissioner Markowski, second by Commissioner Wierengo to approve the sale of the City-owned home at 539 Orchard to Amanda Schaub.

ROLL VOTE: Ayes: Markowski, Gawron, Hood, Spataro, German, Wierengo, and Turnquist

Nays: None

MOTION PASSES

B. Revised Ground Lease – 1601 Beach, LLC. CITY MANAGER

SUMMARY OF REQUEST: To consider a revised ground lease with 1601 Beach, LLC. This would allow the construction of additional parking adjacent to the existing parking lot.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the revised ground lease and to authorize the Mayor and Clerk to execute it.

Motion by Commissioner Hood, second by Vice Mayor Spataro to approve the revised ground lease and authorize the Mayor and Clerk to execute it.

ROLL VOTE: Ayes: Gawron, Hood, Spataro, German, Wierengo, Turnquist, and Markowski

Nays: None

MOTION PASSES

PUBLIC PARTICIPATION: Public comments were received.

ADJOURNMENT: The City Commission Meeting adjourned at 5:48 pm.

Respectfully submitted

Ann Marie Cummings, MMC
City Clerk

Date: September 24, 2013
To: Honorable Mayor and City Commission
From: Water Filtration - DPW
RE: Valve Replacement Project – High Service Pumps

SUMMARY OF REQUEST:

Authorize staff to enter into an agreement with Northern Boiler and Mechanical Contractors for replacement of an 18" and 14" ball valve on high service pumps #1 and #3, as well as the addition of an isolation valve on both pumps.

FINANCIAL IMPACT:

\$121,775.

BUDGET ACTION REQUIRED:

Budgeted capital improvement for 2013/14.

STAFF RECOMMENDATION:

Staff recommends acceptance of bid from Northern Boiler and Mechanical Contractors for \$121,775.

9/24/2013

To: DPW Director – Mohammed Al-Shatel

From: Water Filtration Plan Supervisor- Kevin Herbert

Re: Valve Replacement High Service Pumps #1 and #3

The Muskegon Water Plant has 7 pumps that discharge treated drinking water from the plant clear wells into the city and wholesale customer's distribution systems. 3 of the pumps were installed in 2004 as part of the plant upgrade project; the other 4 were installed in 1972. The 1972 pumps are in need of discharge valve replacements as these valves are past their life expectancy and have required significant maintenance and machining of valve parts that are obsolete. The 1972 valves are critical to the reliable operation of the water system and replacement has been budgeted for 2 valves in 2014 and the other 2 in 2015.

Isolation valves have also been included in this bid request to isolate each pump to allow for maintenance individually rather than removing 2 pumps from service as is the current valving arrangement.

An invitation to bid on the valve replacement project was published in the Muskegon Chronicle on August 22, 2013 and also a direct mailing was sent to 5 local mechanical firms. 4 firms submitted proposals; the results of the sealed bids are as follows:

Northern Boiler and Mechanical Contractors - \$121,775

Franklin-Howerda Co-\$129,000

Northwest Mechanical Co.-\$159,870

Harper Industrial construction-\$163,235

I am recommending we offer this valve project to Northern Boiler and mechanical Contractors as the lowest responsible bid. Northern Boiler is also in compliance with the city insurance requirements and has submitted the required certificate.

INVITATION FOR BIDS - CITY OF MUSKEGON, MICHIGAN

**Project Title: Muskegon Water Plant High Service Pump Valve Replacement (2)
And Isolation Valve Purchase and Installation (2).**

The City of Muskegon, Michigan will receive sealed bids until 2:00 p.m. local time on September 3, 2013 at the City Clerk's Office, City Hall 933 Terrace Street, Muskegon, Michigan, at which time and place all bids will be publicly opened and read aloud for the following project at the Muskegon Water Filtration Plant:

Items of work to include removal of existing valves and purchase and installation of a Pratt 14" and 18" rubber seated ball valve for two of our high service pumps. The replacement is also to include the control system for the pump check valves as well as the purchase and installation of a 14" and 18" chain driven butterfly isolation valve to be mounted above the rubber seated ball valve on each pump. Bid is also to include start-up and inspection by a Pratt representative, water piping, necessary electrical work, insulation patching as well as chain-wheels on both butterfly valves. City staff will be responsible for finish coatings and disposal of existing valves.

Specifications may be obtained and site visits coordinated by contacting Kevin Herbert, Plant Supervisor at 231-724-4104 or kevin.herbert@postman.org.

The City of Muskegon reserves the right to reject any or all bids or to waive any informalities or irregularities in the bidding.

MICHIGAN

CITY OF MUSKEGON,

PUBLISH: August 22nd, 2013

By: Ann, Cummins, City Clerk

ADA POLICY

The City will provide necessary appropriate auxiliary aids services, for example, signers for the hearing impaired, audio tapes for the visually impaired, etc., for disabled persons who want to attend the meeting, upon twenty-four hours notice to the City. Contact:

Ann Marie Cummins, City Clerk
933 Terrace Street, Muskegon, MI 49440
(231) 724-6705 or TDD (231) 724-6773





NORTHERN BOILER MECHANICAL CONTRACTORS

3330 Lansing Road • Lansing, MI 48917
Telephone: (517) 482-8273 • Fax: (517) 482-8610

To: City of Muskegon

From: Brandon Medendorp

Date: 9/3/2013

Re: Muskegon Water Plant High Service Pump Valve Replacement (2) and
Isolation Valve Purchase and Installation (2).

Northern Boiler, per your request will provide the following Lump Sum Price for the removal of existing valves and purchase and installation of a Pratt 14" and 18" rubber seated ball valves. Also included, is the control system for the pump check valve as well as the purchase and installation of a 14" and 18" chain drive butterfly isolation valves. Estimate includes materials, tools, and equipment necessary for completing the job. Owner to provide finish coatings and disposal of existing valves.

Lump Sum Price: \$121,775.

Thank you for the opportunity. We at Northern Boiler look forward to the possibility of working with you on this Project. Feel free to call with any questions.

Sincerely,

Brandon Medendorp

Project Manager
Northern Boiler & Mechanical Contractors
(231)578-9073
Brandon.Medendorp@gmail.com

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Allied Insurance Managers, Inc. 1055 South Blvd. East Suite #110 Rochester Hills, MI 48307	CONTACT NAME:	
	PHONE (A/C, No, Ext): 248.853.0930	FAX (A/C, No): 248.853.1512
INSURED Northern Boiler & Mechanical Contractors, Inc 2025 Latimer Dr Muskegon, MI 49442	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A:	Cincinnati Insurance Company
	INSURER B:	Cincinnati Indemnity Company
	INSURER C:	Accident Fund National Ins. Co
	INSURER D:	
INSURER E:		
INSURER F:		

COVERAGES CERTIFICATE NUMBER: 12/13 Master Cert REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		CPP1056518	12/31/2010	12/31/2013	EACH OCCURRENCE \$ 1,000,000
	☒ COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
	☐ CLAIMS-MADE ☒ OCCUR					MED EXP (Any one person) \$ 10,000
	☒ Blkt Addt'l Insd					PERSONAL & ADV INJURY \$ 1,000,000
	☐ GA233 & incl XCU					GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PRODUCTS - COMP/OP AGG \$ 2,000,000
	☐ POLICY ☒ PRO-JECT ☐ LOC					\$
B	AUTOMOBILE LIABILITY		EBA0055074	12/31/2012	12/31/2013	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☒ ANY AUTO					BODILY INJURY (Per person) \$
	☐ ALL OWNED AUTOS					BODILY INJURY (Per accident) \$
	☒ HIRED AUTOS					PROPERTY DAMAGE (Per accident) \$
	☒ Blkt AI					\$
A	☒ UMBRELLA LIAB		CPP1056518	12/31/2010	12/31/2013	EACH OCCURRENCE \$ 5,000,000
	☐ EXCESS LIAB					AGGREGATE \$ 5,000,000
	☐ CLAIMS-MADE					\$
	DED ☒ RETENTION \$ 0					
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		WCV6002605	12/31/2012	12/31/2013	☒ WC STATU-TORY LIMITS ☐ OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☐ Y/N				E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				E.L. DISEASE - EA EMPLOYEE \$ 500,000
						E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Leased & Rented Equipment		CPP1056518	12/31/2010	12/31/2013	\$500,000 Limit w/ \$250,000 Max per item - \$2500 Ded.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The City of Muskegon, all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof are Additional Insured with respects to the General Liability and Automobile Liability coverage as required in written contract for work performed by or on behalf of the Named Insured.

CERTIFICATE HOLDER

FAX: 231.727.6904

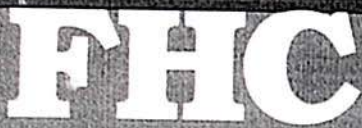
City of Muskegon
933 Terrace St.
Muskegon, MI 49440

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Ronald Kosmal/CGB



MECHANICAL • SHEET METAL • FIRE PROTECTION • SERVICE

September 3, 2013

Mr. Kevin Herbert
Muskegon City Hall
933 Terrace Street
Muskegon, MI 49442

Re: Muskegon WTP High Service Pump Valve Replacement (2)
And Isolation Valve Purchase & Installation (2).

Dear Kevin:

We are pleased to offer the following mechanical work proposal for modifications to your plant:

Install new Pratt pump checks. Work to include:

Demo of existing pump check valve (2)
Install new Pratt ball check and control panel (2)
Install new Pratt manual butterfly valve (2)
Electrical

Base Bid: \$ 129,000⁰⁰ (One Hundred Twenty-Nine Thousand Dollars)

Not included:
Finish paint
Removal of existing valves

We appreciate the opportunity for your request and look forward to working with you on this and other work.

If you have any questions, please call.

Sincerely,

James Oudbier
Franklin Holwerda Co.
2509 29th Street SW
Wyoming, MI 49519
616-538-3231

Signed

Micah Holt - Secretary/Treasurer



Northwest Kent Mechanical Co.

Commercial • Industrial • Institutional

P.O. Box 216K • 4095 16 Mile Road

Cedar Springs, MI 49319

(616) 696-9026 • Fax (616) 696-9327

www.nwkentmech.com

September 3, 2013

City of Muskegon
933 Terrace Street
Muskegon, MI

RE: Muskegon Water Treatment Plant
Bid for High Service Pump Valve Replacement

Following is our bid for the above-mentioned project. See below for what is included and what isn't. If you have any questions please feel free to call.

BASE BID: \$ 159,870.00

INCLUDED

- Demolition of existing Valves and Components
- Furnish & Installation of (2) Pratt Rubber Seated Ball Valves
- Furnish & Installation of (2) Pratt Chain Driven Butterfly Valves
- Furnish & Installation of (2) Pratt Check-Mate Pump Check Control Package
- Startup by Pratt
- Required Piping Modifications
- Electrical
- Insulation Patching

NOT INCLUDED

- Performance or Labor Bond
- Controls or Instrumentation
- Finish Painting
- Disposal of existing Valves
- Professional Liability Insurance



INDUSTRIAL CONSTRUCTION, INC.
GRAND RAPIDS, MICHIGAN

PROPOSAL

September 3, 2013

City of Muskegon

RE: Remove/replace valves at Water Plant - High Service Pumps

HARPER Industrial Construction is pleased to propose the following:

To Furnish and Install new 14" and 18" valves as specified for the High Service Pump. at the Muskegon Water Plant per the invitation published by the City of Muskegon August 22, 2013.

For the sum of\$163,235.00

Conditions and exceptions:

- No bond fee is included.

HARPER Industrial Construction, Inc.
Authorized Signature:

JAHarper

Accepted:
Authorized Signature:

Date: September 24, 2013
To: Honorable Mayor and City Commissioners
From: Engineering
RE: Consideration of Bids for:
S-664 Austin Lift Station Rehabilitation

SUMMARY OF REQUEST:

Award the Austin Lift Station Rehabilitation project – S-661 to Jackson Merkey out of Muskegon, MI since they were the lowest responsible bidder with a total bid price of \$202,845, see attached bid tabulation.

FINANCIAL IMPACT:

The construction cost of \$202,845 plus engineering

BUDGET ACTION REQUIRED:

None since this project is on the 2013/2014 CIP's list.

STAFF RECOMMENDATION:

Award the contract to Jackson Merkey.

COMMITTEE RECOMMENDATION:

**S-664 AUSTIN LIFT STATION REHABILITATION
BID TABULATION**

CONTRACTOR	AMOUNT
*JACKSON MERKEY 555 E. WESTERN AVE. MUSKEGON, MI 49442	\$202,845.00
McCormick Sand Inc. 5430 Russell Rd. Twin Lake, MI 49457	\$224,900.00
*Low Bidder	

Commission Meeting Date: September 24, 2013

Date: September 19, 2013
To: Honorable Mayor and City Commissioners
From: Planning & Economic Development
RE: Authorization to Firm for Zoning Ordinance Update

SUMMARY OF REQUEST:

Staff is seeking authorization to hire and execute all documents for the selected planning firms, Nederveld and Williams & Works, to accomplish the task of updating the City of Muskegon Zoning Ordinance. The update will focus on incorporating form based codes into the downtown area, a parking plan and to also better define uses on the downtown lakeshore. The two consultants will be working together to complete the project.

FINANCIAL IMPACT:

none

BUDGET ACTION REQUIRED:

The City will pay \$30,000 for the project, while The Community Foundation for Muskegon County will be contributing \$15,000.

STAFF RECOMMENDATION:

Approval to select Nederveld and Williams & Works as the consultants and for staff to be authorized to execute all contracts and documents.

COMMITTEE RECOMMENDATION:

None

AGENDA ITEM NO. _____

CITY COMMISSION MEETING _____

TO: Honorable Mayor and City Commissioners

FROM: Franklin J. Peterson, City Manager

DATE: September 13, 2013

RE: West Michigan Metropolitan Transportation Planning Program (WestPlan) Dues
FY2014 (October 1, 2013 – September 30, 2014)

SUMMARY OF REQUEST:

To approve the City of Muskegon's portion of the WestPlan dues, payable to West Michigan Shoreline Regional Development Commission. This agency determines projects and distributes federal transportation funds.

FINANCIAL IMPACT:

\$16,040.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

To approve this request.

COMMITTEE RECOMMENDATION:

None.

WMSRDC
WEST MICHIGAN SHORELINE
REGIONAL DEVELOPMENT COMMISSION

RECEIVED

SEP 13 2013

MUSKEGON
CITY MANAGER'S OFFICE

Invoice

City of Muskegon
Bryon Mazade, Manager
PO Box 536
Muskegon MI 49443

09/10/2013

Invoice #: 503 Order #: CR: 36435 40100 13910.00 / 36435 40200 2130.00

Description: MPO Dues - West Michigan Metropolitan Transportation Planning Program (WestPlan). For
Fiscal Year 2014 (10/01/13 - 09/30/14). FHWA \$13,910.00 / FTA \$2,130.00

Total Amount Due

\$16,040.00

Make all checks payable to West Michigan Shoreline Regional Development
Commission.

Date: September 24, 2013

To: Honorable Mayor and City Commissioners

From: DPW

RE: Permanent Traffic Control Order – Designate one on-street parking space as a “Handicap Parking” on Second St.

SUMMARY OF REQUEST:

Approve the attached Traffic Control Order authorizing staff to designate an existing on-street parking space and install a “Handicap Parking” sign and Handicap Pavement Marking on the Northeast side of Second Street between Western Avenue and Clay Street.

FINANCIAL IMPACT:

Cost of signs, paint and man-power to install, if approved.

BUDGET ACTION REQUIRED:

None.

STAFF RECOMMENDATION:

Authorize staff to designate an existing on-street parking space and install a “Handicap Parking” sign and Handicap Pavement Marking on the northeast side of Second Street between Western Avenue and Clay Street.

COMMITTEE RECOMMENDATION:

RECEIVED

SEP 17 2013

**City of Muskegon
Traffic Control Order
No. 11-(2013)**

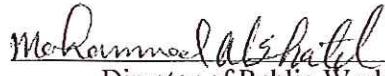
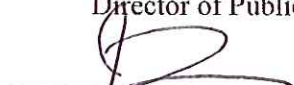
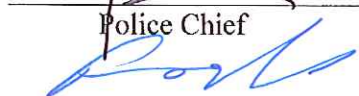
MUSKEGON
CITY MANAGER'S OFFICE

The following regulatory sign(s) shall be Installed/Removed at/from the location(s) specified below under location in accordance with the Michigan Manual of Uniform Traffic Control.

Device/Regulatory Sign(s) to be Installed/Removed: *Designate one of the existing on-street parking spots and Install a "Handicap Parking" sign with Handicap Pavement Marking on the northeast side of Second Street between Western Avenue and Clay Street.*

Location: *Second Street between Western Avenue and Clay Street (northeast side of Second Street by old MAC building)*

Recommendation:

 Date: 9 / 17 / 13
Director of Public Works
 Date: 9 / 17 / 13
Police Chief
 Date: 7 / 17 / 13
City Manager

Commission Approval (required for Permanent TCO only):

Commission Action # Date: ____/____/____

Installation/removal

Date assigned: ____/____/____ By: _____
Traffic Supervisor
Date completed: ____/____/____ By: _____
Traffic Department Employee

☐ **Temporary;** does not require Commission Action, good for 90-days from Installation/Removal Date.

☐ **Permanent;** requires Commission Action

Date: 9/24/13

To: Honorable Mayor and City Commissioners

From: DPW/Equipment

RE: Cemetery Utility Cart

SUMMARY OF REQUEST:

Authorize staff to purchase one (1) Kioti Mechron utility cart from J&J Farms, the lowest qualified Bidder. This machine will replace the 1995 model currently being used.

FINANCIAL IMPACT:

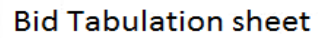
\$10,980 minus \$500 trade in for old model for a total of \$10,480

BUDGET ACTION REQUIRED:

None. Amount is what was budgeted.

STAFF RECOMMENDATION:

Authorize staff to purchase one (1) Kioti Mechron utility cart From J&J Farms.



Bid Requested by: Joe Buckingham, Equipment Supervisor

Commission Meeting Date: September 24, 2013

Date: September 17, 2013

To: Honorable Mayor and City Commission

From: Community & Neighborhood Services Department

**Re: Signing of 2013-2014 Subrecipient and Community
Housing Development Organization Agreements**

SUMMARY OF REQUEST: To direct staff to have the Subrecipient Agreements for the following agency signed by the Mayor and Clerk. The funding allocations were approved by the Commission in June of this year.

1. Love Inc.	\$3,500 - Wheelchair Ramps \$4,500 - Utility Assistance
--------------	--

Also, to have the Community Housing Development Organization Agreements signed for the following agencies:

1. Bethany Housing Ministries dba Community enCompass	\$60,000
2. Habitat for Humanity	\$36,000
3. Trinity Housing Ministries	\$30,000

FINANCIAL IMPACT: Funding will be allocated from the 2013-2014 Community Development Block Grant/HOME Funds as directed by the City Commission.

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: To direct staff to have documents signed by the Mayor and the Clerk.

COMMITTEE RECOMMENDATION: All of the allocations were previously approved by the Commission.

Date: 9/24/13

To: Honorable Mayor and City Commissioners

From: DPW/Equipment

RE: Police Cruisers

SUMMARY OF REQUEST:

Authorize staff to proceed with the purchase of 6 Chevy Caprice cruisers from Betten Chevrolet for \$167,003.16.

While Shaheen Chevy's (state) bid of \$166,608 was the lowest bid received, Betten is being recommended since their bid of \$167,003.16 is within the 1% local preference.

FINANCIAL IMPACT:

\$27,833.86 each for a total of \$167,003.16

BUDGET ACTION REQUIRED:

None. Amount is what was budgeted.

STAFF RECOMMENDATION:

Authorize staff to proceed with the purchase of 6 cruisers from Betten Chevrolet.



City of Muskegon

Bid Tabulation sheet

Requisition: 6 Chevy Caprice Police Cruisers

	Name of Bidder	Name of Bidder	Name of bidder
Vendor	Shaheen Chevy	Betten Chevy	
Telephone	517-272-6500	231-755-3711	
Location	Lansing, Mi	Muskegon, Mi	
Quoted by	Joe Tamburino	Paul Grissom	

Quantity	Description	Price	Price	Price
6	Chevy Caprice Police Cruisers	\$166,608.00	\$167,003.16	
	Low Bid	\$166,608		

Bid Requested by: Joe Buckingham, Equipment Supervisor

Date: 9/24/13

To: Honorable Mayor and City Commissioners

From: DPW/Equipment

RE: Police SUV's

SUMMARY OF REQUEST:

Authorize staff to purchase 3 Ford Police SUV's from Great Lakes Ford the lowest qualified bidder.

FINANCIAL IMPACT:

\$25,730.00 each for a total of \$77,190.00

BUDGET ACTION REQUIRED:

None. Amount is what was budgeted.

STAFF RECOMMENDATION:

Authorize staff to purchase 3 Ford Police SUV's from Great Lakes Ford



City of Muskegon

Bid Tabulation sheet

Requisition: 3 Ford Police SUV's

	Name of Bidder	Name of Bidder	Name of bidder
Vendor	Great Lakes Ford	Signature Ford	Fremont Ford
Telephone	231-777-2750	888-923-5338	231-924-3200
Location	Muskegon, Mi	Owosso, Mi	Fremont, Mi
Quoted by	Dave Calkins	Bill Campbell	Doug Blamer

Quantity	Description	Price	Price	Price
3	Ford Police SUV's	\$77,190.00	\$77,214.00	\$77,685.00
	Low Bid	\$77,190		

Bid Requested by: Joe Buckingham, Equipment Supervisor

Date: September 24, 2013
To: Honorable Mayor and City Commissioners
From: Ann Marie Cummings, City Clerk
RE: Request to Fly Breast Cancer Ribbon Flags

SUMMARY OF REQUEST: Tempting Tables is requesting permission to fly breast cancer ribbon flags the week of October 14th at the following locations:

Hackley Park
City Hall
Shoreline Drive
Central Fire Station
Hartshorn Marina
Root Park

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: None

Date: September 18th, 2013
To: Honorable Mayor and City Commissioners
From: Director of Public Safety Jeffrey Lewis
RE: Towing Contract Extension (Ramos Towing Services)

SUMMARY OF REQUEST:

The Director of Public Safety requests that the City Commission review and consider approving a contract extension with our current service provider Ramos Towing. Currently, Ramos provides towing/impoundment/storage service for the City of Muskegon.

Ramos Towing has been under authorized contract services for towing for the last 3 years (09/25/10 to 09/24/13). Staff is currently reviewing the current contract and preparing a “competitive bid process” to select an acceptable tow service.

Ramos Towing is willing extend towing services for three (3) months (12/24/13) and/or until a new contract can be established/approved not to exceed one (1) year (*per current contract language*).

FINANCIAL IMPACT:

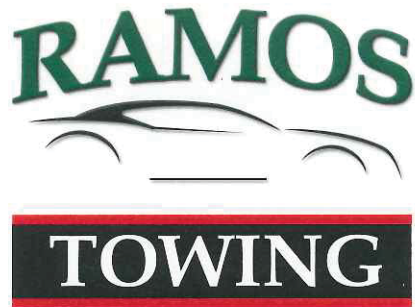
None – current contract language in effect

BUDGET ACTION REQUIRED:

None

STAFF RECOMMENDATION:

Staff recommends approval of this extended towing contract agreement until a new contract is accepted.



RECEIVED

SEP 12 2013

MUSKEGON POLICE DEPT.
CHIEF of POLICE

September 12, 2013

Chief Lewis
980 Jefferson St.
Muskegon, MI 49440

Ramos Towing is willing to extend our current towing contract for 3 months and/or until the new contract is established.

Sincerely,

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

David Ramos

**TOWING SERVICE AND STORAGE OF AN IMPOUNDED VEHICLE WITHIN THE
CORPORATE LIMITS OF THE CITY OF MUSKEGON**

BID PROPOSAL

Service Description	September 25, 2010 thru September 24, 2011	September 25, 2011 thru September 24, 2012	September 25, 2012 thru September 24, 2013
Towing to Impound facility	\$50.00	\$50.00	\$55.00
Storage per day at facility	\$10.00	\$10.00	\$15.00
Moped storage per day	5.00	5.00	5.00
Towing of City vehicles to Muskegon Locales (i.e. DPW, MPD, dealerships)	Ø	Ø	Ø
Same as above for City vehicles 15 to 50 tons	Ø	Ø	Ø
City vehicle flat tire change/exchange (DPW heavy equipment exempt)	Ø	Ø	Ø

BIDDER INFORMATION

Bidder: <u>MARY BETH RAMOS</u>	
Representing: <u>RAMOS TOWING</u>	
Address: <u>2444 S Getty St</u>	City/Zip: <u>Muskegon 49444</u>
Phone: <u>(231) 733-1597</u>	Website/Email: <u>RAMOSAutoBody.COM</u>
Dated: <u>8/18/10</u>	

All bids are to be submitted to:

City Of Muskegon Clerk's Office
933 Terrace
Muskegon, MI 49440

Date: September 24, 2013
To: Honorable Mayor and City Commissioners
From: City Clerk
RE: Appointments to Local Officer Compensation Commission

SUMMARY OF REQUEST: There are two openings on the Local Officer's Compensation Commission which need to be filled prior to October 1, 2013. Greg Borgman has expressed an interest in serving on this board and the City Clerk is searching for an additional applicant.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Appointment of Greg Borgman and an additional person to fill the vacancies.

COMMITTEE RECOMMENDATION:

Date: September 24, 2013
To: Honorable Mayor and City Commissioners
From: Ann Marie Cummings, City Clerk
RE: Liquor License Request
Muskegon Moose Lodge #2697
871 Pulaski Avenue

SUMMARY OF REQUEST: The Liquor Control Commission is seeking local recommendation on a request from Muskegon Moose Lodge #2697, loyal Order of Moose for a new Club License with Dance and Entertainment Permit to be located at 871 Pulaski Avenue.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: All departments are recommending approval.



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505
Toll Free (866) 813-0011 • www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC use only)

Local Government Approval

(Authorized by MCL 436.1501)

Instructions for Applicants:

- Provide a copy of your Application for New Licenses, Permits, or Transfer of Ownership or Interest in License (form LCC-3011 for Retail or form LCC-3015 for Manufacturers and Wholesalers) to the local unit of government.

Instructions for Local Legislative Body:

- Complete this resolution, or provide a resolution, a letter of certification from the clerk, or minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (township, city, village)
called to order by _____ on _____ at _____
(date) (time)
the following resolution was offered:

Moved by _____ and supported by _____
that the application from Muskegon Moose Lodge #2697, Loyal Order of Moose
(name of applicant)
for the following license(s): CLUB
(e.g. Class C, Tavern, B-Hotel, Micro Brewer)

and the following permits, if applied for: ☒ Dance Permit ☒ Entertainment Permit ☐ Topless Activity Permit

☐ Extended Hours Dance Permit Hours Required: _____

☐ Extended Hours Entertainment Permit Hours Required: _____

to be located at 871 Pulaski Ave, Muskegon, MI 49441

be considered for _____
(approval or disapproval)

Approval

Yeas: _____

Nays: _____

Absent: _____

Disapproval

Yeas: _____

Nays: _____

Absent: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____
(regular or special) (date) (township, city, village)

Name and title of authorized officer (please print): _____

Signature and date of authorized clerk: _____

Phone number and e-mail of authorized officer: _____



The Family Fraternity

September 15, 2013

Mayor Stephen Gawron
City Hall
Muskegon, MI 49441

Dear Mayor Gawron,

As you may know, the Moose Lodge #491 existed in Muskegon for over 40 years. It has been over 12 years since they closed their doors. A new Muskegon Lodge was formed two years ago and are planning on leasing a portion of the Pulaski Lodge to house their new lodge. The Moose Lodge is now #2697 and is a 501(c)8 not for profit organization.

When the Lodge #491 closed, their license went back to the State of Michigan as do all club licenses. The Club liquor license for Moose #2697 would not come from the City's inventory and there is no asset/resale value for a Club license like there would be with a Class C license or resort license from the City inventory.

We are concerned that the fee being charged for our club license is the same amount as a new Class C license from City Inventory. We are requesting a reevaluation of the \$2,500 maximum cost and compare it to the cost of a past club license issued to other clubs (Eagles, Elks, Knights of Columbus, VFW, etc)

We are looking forward to becoming, once again, a model of community service and as welcome family center.

Sincerely,

Donald Provo, Governor 231-578.0338
Douglas Cook, Treasurer 231-329-9383
Muskegon Moose Lodge #2697

cc: City Council, City Manager

MUSKEGON LODGE # 2697
871 Pulaski Ave
Muskegon, MI 49441

Phone: 231.759.8960
or 231-683-1849
E-mail:
lodge2697@mooseunits.org

Commission Meeting Date: September 24, 2013

Date: September 16, 2013
To: Honorable Mayor & City Commission
From: Planning & Economic Development Department
RE: Blight Elimination Project- Demolition Bids

SUMMARY OF REQUEST: The City of Muskegon obtained a 2013 Blight Fight Elimination Grant to be used for the demolitions of 510 Ottawa Street and 1875 Waterworks Road. The Contract between Michigan Land Bank Fast Track Authority and the City of Muskegon has been signed by the Mayor. The bids for the demolition have been received. Our consultant, Abonmarche, is recommending the City Commission approve the low bid as submitted by Smalley Construction, Inc. It is requested that the Commission authorize Staff to enter into a contract and sign all necessary documents with Smalley Construction, the lowest responsible bidder (see attached bid tabulation) as per the recommendation of Abonmarche.

FINANCIAL IMPACT: The City will receive \$111,500 in grant funds. In addition, it is expected that the remaining Site Assessment Funds (EPA grant), which must be expended within the next two months, can be used for asbestos removal oversight. Any remaining cost difference will be paid by Muskegon Public Schools.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: To approve the low bid as submitted by Smalley Construction, Inc. in the amount of \$147,400 and authorize Staff to execute the contract and sign all documents related to the demolition of 510 Ottawa Street and 1875 Waterworks Road.

September 16, 2013

Cathy Brubaker-Clarke
City of Muskegon
933 Terrace Street
P.O. Box 536
Muskegon, MI 49443-0536

Re: 2013 Blight Elimination- Recommendation for Award

Dear Ms. Brubaker-Clarke,

On August 13, 2013, the City of Muskegon received bids for the 2013 Blight Elimination project, which included the demolition of the structures located at 510 Ottawa Street and 1875 Waterworks Road. Bids were received from four contractors, ranging from a low bid by Smalley Construction of \$147,400 to a high bid from McCormick Sand Inc. of \$319,000.

We have reviewed the low bid as submitted by Smalley Construction Inc., and find that their bid documents are complete and that Smalley Construction is capable of performing the work identified in the project specifications. We recommend award to Smalley Construction in the amount of \$147,400.

Should you have any questions or comments, or if you need any further information, please feel free to contact our office.

Sincerely,



Kenton C. McAndrew, P.E.
Group Director, Construction Services

P:\Projects\2013 PROJECTS\13-0240 Muskegon Blight Elimination\Construction Admin\101 Advertising and Award\2013-09-16 Recommendation for award letter to Cathy Brubaker Clarke.docx

95 West Main Street
Benton Harbor, MI 49022
269.927.2295

361 First Street
Manistee, MI 49660
231.723.1198

503 Quaker Street
South Haven, MI 49090
269.637.1293

750 Lincoln Way East
South Bend, IN 46601
574.232.8700

3177 Willowcreek Road
Portage, IN 46368
219.850.4624

Owner:

City of Muskegon

Project Name:

2013 Blight Elimination

Project Number:

13-0240

Date and Time:

Tuesday, August 13, 2013 @2:00pm

Legend:

Correction

Bid Tabulation

Item				*Engineer's Estimate		Smalley Construction Inc. Scottsville, MI		Specialized Demolition Inc. Hamilton, MI		Press's LLC Holton, MI		McCormick Twin Lake, MI
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price
1	510 Ottawa Street- Demolition/Abatement	LS	1	\$ 54,000.00	\$ 54,000.00	\$ 58,400.00	\$ 58,400.00	\$ 93,500.00	\$ 93,500.00	\$ 86,447.00	\$ 86,447.00	\$ 90,000.00
2	1875 Waterworks Road- Demolition/Abatement	LS	1	\$ 76,000.00	\$ 76,000.00	\$ 89,000.00	\$ 89,000.00	\$ 56,500.00	\$ 56,500.00	\$ 125,321.00	\$ 125,321.00	\$ 229,000.00
Total:				\$ 130,000.00		\$ 147,400.00		\$ 150,000.00		\$ 211,768.00		\$
*Engineer's Estimates do not include removal of hazardous materials. Bids do.						% of Eng. Est.	113.38%	% of Eng. Est.	115.38%	% of Eng. Est.	162.90%	% of Eng. Est.

Owner:

Project Name:

Project Number:

Date and Time:

City of Muskegon

2013 Blight Elimination

13-0240

Tuesday, August 13, 2013 @2:00pm

Bid Tabulation

Item				Sand Inc.						
				Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	510 Ottawa Street- Demolition/Abatement	LS	1	\$ 90,000.00		\$ -		\$ -		\$ -
2	1875 Waterworks Road- Demolition/Abatement	LS	1	\$ 229,000.00		\$ -		\$ -		\$ -
Total:				319,000.00	\$ -		\$ -		\$ -	
*Engineer's Estimates do not include removal of hazardous materials. Bids do.				245.38%	% of Eng. Est.	0.00%	% of Eng. Est.	0.00%	% of Eng. Est.	0.00%

COMMISSION MEETING DATE: SEPTEMBER 24, 2013

Date: September 17, 2013
To: Honorable Mayor and City Commissioners
From: Director of Public Safety Jeffrey Lewis
Re: Sappi Power Plant Implosion Request

SUMMARY OF REQUEST:

The Director of Public Safety requests that the City Commission review and consider approval as it relates to the demolition of the Sappi Paper Plant – Power House Structure.

Muskegon Public Safety personnel & City staff have been working with Melching Inc. over the past several months to devise a plan for the demolition/removal of the remaining Power Plant & Smoke Stacks that are located on the south end of the property (2400 Lakeshore Dr.). This request is exclusive to the building known as the **“Power House Structure”**; the stacks in question will be demolished at a later date (TBD).

The plan for demolition is Sunday, October 27, 2013; time frames will be forwarded when received. Implosion of the structure will take place unless unforeseen conditions prohibit action; no alternate date has been selected at this time.

The Melching Overview Plan & Demolition Contingency Requirements (revised) are attached for additional information and review.

FINANCIAL IMPACT:

No negative impact to the City of Muskegon,

BUDGET ACTION REQUIRED:

Melching Inc. to satisfy financial cost(s) to the City of Muskegon to accomplish demolition and public safety plans.

STAFF RECOMMENDATION:

No recommendation on implosion action – approves plan to demolish and contingent requirements to promote public safety.

MELCHING – SAPPI SITE
REQUEST FOR APPROVAL TO PERFORM DEMOLITION BY EXPLOSIVES
CITY COMMISSION WORK SESSION - 9/9/13

AGENDA

INTRODUCTIONS

MELCHING INC – DOUG MELCHING, KEN CALLOW

TRINITY INDUSTRIAL SERVICES – TOM FROST, STEVE MURRAY

GENERAL OVERVIEW OF PROJECT

SPECIFIC PLANS DISCUSSION

CHECKLIST REVIEW

QUESTIONS AND ANSWERS

PATH FORWARD

Melching - Sappi Site Power Plant Demolition Plan Overview

Remaining structures are over 200 feet tall (#4 Power Boiler, #3 Power Boiler, Power House Stack, Recovery Stack)

Mechanical tripping of these structures can be dangerous involving personnel to be near the structure

Explosives are safer for tall structures as all personnel can be hundreds of feet away

All Hazardous materials have been abated from the Power Boiler buildings

Stacks have a layer of paint called "dum-dum" which contains a low level of asbestos (around 3%)

Plan to perform demolition in 2 Phases – Phase I will be the Power Boiler buildings and Phase II will be the Power House Stack and the Recovery Stack

Clean-up of the grounds from Phase I will be completed prior to Phase II implementation

Phase I will be October 27th. No date has been determined for Phase II.

Continuing to discuss the process with MDEQ and MIOSHA personnel

Appropriate communications with the community and the neighbors will occur prior

Coordinating activities and assistance from Fire and Police personnel (Evacuations, street closures, crowd management, etc.)

Seeking approval from the city which comes from the city commission. We would like to get approval for both phases at this time to eliminate the need to come back and review the same topic.

The Public Safety Zones

The outer zone is 1000' for public exclusion zone.
The Yellow inner zone is 700' TSS & MI Personnel Exclusion Zone
The Red inner zone is the 500' Public Evacuation Zone.

Legend

Melching Paper Mill Muskegon, MI

Melching Paper Mill Muskegon, MI



Google earth

© 2013 Google

Fall Zone

Legend

Fall Zone

Melching Paper Mill Muskegon, MI

Google earth Lakeshore Dr

©2013 Google

20 ft



Legend

Lakeshore Dr

Melching Paper Mill Muskegon, MI

Melching Dust Control Plan

Dust Fighter #1 on Lakeshore Dr pointing North

Dust Fighter #2 on the East side of the plant covering the East stack landing zone

Dust Fighter #3 on the West side of the plant covering the West stack landing zone

Google earth

©2013 Google



0.71 ft

Explosion By Demolition - Tasks for Melching Inc

Targeting a Late October / Early November Date for Explosions

Task		Target Date for Buildings	10/27/2013
Task	Comments	Status	
Identify Explosives Expert to Use	Trinity Industrial Services - Steve Murray	Done	
Notify the City Safety Department of plans	Notified Jeff Lewis	Done	
Notify AT & T of cell tower elimination - 30 days notice	Initial notification has been made	In Progress	
Continue demolition of adjacent lower buildings and clear areas		In Progress	
Notify MDEQ of plans to demo by explosives -	Initial contact made	In Progress	
Develop a dust control plan for before and during	See TIS proposed plan for melching to provide	In Progress	
Develop ACM containment plan	Plan under review by MIOSHA	In Progress	
Get approval from MDEQ for ACM containment plan	Initial contact made - They will not approve in writing. Working with MIOSHA now	In Progress	
Collect reports of abatement for city review	In buildings to be demo'd Clearance Letters	In Progress	
Get approvals from State Police	TIS has state approval license	Done	
Get approvals from ATF	TIS has license.	Done	
Notify the FAA about the activity and ask for help to maintain clear zone of 2000 ft horizontal and vertical for + 15 minutes from blast time			10/13/2013
Notify the Coast guard of activity and ask for help to maintain a clear zone in the lake			10/7/2013
Disconnect Electricity from building	Will eliminate Electricity by 10/1/13		10/1/2013
Remove gas line feed to Power House	Remove back to the street - underground	Done	
Disconnect fire system tie ins underground	Keep loop and hydrants active	Done	
Disconnect city water at the street - close valve	Any time as long as the Hydrants stay active		9/22/2013
Remove equipment as much as reasonable		In Progress	
Provide seismic and air overpressure monitoring during the blast	TIS Recommends PROTEC Services 609-267-2666	In Progress	
Establish a call in number for reporting issues			10/13/2013
Develop a communication plan to the community and neighbors	Flyers hand delivered within 500 foot radius		9/27/2013
Acquire explosive demolition permit from the city		In Progress	
Arrange for city safety department assistance for Street closure, crowd control, stand by fire trucks, etc.	See attached proposed safety zones based on the 1000 foot , 700 foot and 500 ft exclusion zones.	In Progress	
Expose all columns on the West, East and North side of the building two levels of the Power House leaving 2 bays back to the South wall for protection		In Progress	
Work with city on evacuations, pedestrians, vehicular traffic control, barricades, signage, guards, and security		In Progress	
Prep stacks for demo, drill required holes, etc	10 day notification in for ACM Removal	In Progress	
Provide triple layer chain link fence around columns with triple wrap of Geotextile fabric wrap.			10/24/2013
Cut holes in wrap to provide for placement of explosives (w/ knife)			10/24/2013
Fabricate and install wooden boxes around the linear shaped charges placed on Power House columns			10/24/2013
Provide lighting, weather protection, fall protection, man lift acces platforms, PPD and restrooms for TSS workers			10/13/2013
Set up with City for utilization of extra officers as needed to guard explosives		In Progress	
Coordinate delivery and storage of explosive materials			10/25/2013
Provide a geotextile curtain around the levels to be shot			10/24/2013
Provide 24 hour (12 hour) armed security around the Power House and the Stacks once the explosives have been set			10/25/2013
Cover front of affected buildings if an air pressurization event is expected	Place trailers or 30 yard dumpsters in front of the critical buildings within the 500 foot evacuation zone.		10/26/2013
Work with city to provide public Exclusion zones 1000 ft in diameter		In Progress	
Define and coordinate a City Officials watch area - 700 Ft out			10/13/2013
Define and coordinate a Media watch area (select one TV station for exclusive - helicopter etc, and agree that you get a copy of all the pictures / videos); and Newspaper - Chronicle - 700 ft out			10/13/2013
Work with the city to define General Viewing areas - Log storage area, marinas to the west, country club, ...			10/13/2013
Perform a welfare check of all residents within 500 feet of the blast			10/27/2013
Countdown procedures and communications with local and federal authorities			10/20/2013
Weather conditions go/no go parameters as directed by TIS			10/26/2013

Explosion By Demolition - Tasks for Melching Inc

Targeting a Late October / Early November Date for Explosions

Task		Target Date for Buildings	10/27/2013
Comments		Status	
Clean streets of debris (laborers, street sweeper, ...)		10/27/2013	
Once completed, remove traffic blockades, notify FAA, notify coast guard,		10/27/2013	
Open street		10/27/2013	



Muskegon Police Department

Jeffrey A. Lewis
Director of Public Safety

980 Jefferson
Muskegon, Michigan
49440

www.muskegonpolice.com

Phone: 231-724-6955
FAX: 231-724-2043

Demolition Contingent Requirements for Power Plant Structure Only

1. Provide the City with copies of all notifications to the MDEQ of the intent to demolish structures on the site, DEQ acknowledgement.
2. All environmental surveys relating to structure (power plant) to be demolished by explosives.
3. All reports and evidence of abatement of any environmental hazards relating to all structure (power plant) to be demolished by use of explosives.
4. Must provide evidence that all MDEQ compliance requirements (Air Quality, Water Quality, environmental hazard abatement, etc.) have been met.
5. Provide evidence of FAA, U.S. Coast Guard approvals.
6. Provide evidence that all ATF approvals and requirements have been achieved.
7. Obtain approval from the Michigan State Police, and meet all of their requirements (reference explosives)
8. Conduct sound/vibration/air quality monitoring during the implosion through an engineering firm with such capabilities.
9. Provide dust control prior to, and immediately after the implosion.
10. Give notice to private/public/City of Muskegon utilities that have facilities on or adjacent to the property no less than 14 days prior to the demolition. Acquire sign-off from entity(s) if required prior to implosion.
11. Provide general notice (through a media sources/release) to the public of the demolition by implosion no less than 72 hours of the demolition.
12. Provide notice to property owners within _1,000_ feet of the targeted structure(s) at least 48 hours in advance of the demolition. Make a welfare check on each residential unit within _500_ feet of the structure as soon as possible after the implosion, but not later than 15 minutes.
13. Publish a contact phone number for inquiries and claims at least 48 hours in advance of the implosion.
14. Acquire permit for demolition of structure (power plant), unless determined to be inclusive in other application.
15. Adhere to all City approved public safety plan requirements.
16. The demolish project complies with the *International Fire Code* (IFC) chapter 33 for explosives & NFPA 495.
17. Pay any/all costs for City Services related to the demolition.
18. Acquire/present minimum liability insurance coverage to mitigate any/all claims-damages that may occur to city property & adjoining properties (amount to be determined prior to demolition)

Director Jeffrey Lewis (091713)