

CITY OF MUSKEGON

CITY COMMISSION MEETING

JULY 9, 2019 @ 5:30 P.M.

**MUSKEGON CITY COMMISSION CHAMBERS
933 TERRACE STREET, MUSKEGON, MI 49440**

MINUTES

The Regular Commission Meeting of the City of Muskegon was held at City Hall, 933 Terrace Street, Muskegon, MI at 5:30 p.m., Tuesday, July 9, 2019, Mayor Stephen Gawron, opened the meeting with prayer, after which the Commission and public recited the Pledge of Allegiance to the Flag.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen J. Gawron, Vice Mayor Eric Hood, Commissioners Ken Johnson, Byron Turnquist, Debra Warren, Dan Rinsema-Sybenga, and Willie German, Jr., City Manager Frank Peterson, City Attorney John Schrier, and City Clerk Ann Meisch.

2019-54 CONSENT AGENDA:

A. Approval of Minutes City Clerk

SUMMARY OF REQUEST: To approve the minutes of the June 25, 2019 Regular Meeting.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the minutes.

C. Ordinance Authorizing the Issuance of Water Supply System Junior Lien Revenue Bonds Finance

SUMMARY OF REQUEST: To authorize the issuance of Water Supply System Bonds in an amount not to exceed \$2,000,000. The Bonds are expected to be sold to the Michigan Finance Authority and payable in 20 annual principal installments at an interest rate of 2%. Scheduled closing is August 30th.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None, it is in the approved 2019-20 budget.

STAFF RECOMMENDATION: To approve the Ordinance authorizing the issuance of Water Supply System Revenue Bonds.

D. Ordinance Authorizing the Issuance of Sanitary Sewer Junior Lien Revenue Bonds Finance

SUMMARY OF REQUEST: To authorize the issuance of Sanitary Sewer System Bonds in an amount not to exceed \$11,500,000. The Bonds are expected to be sold to the Michigan Finance Authority and payable in 20 annual principal installments at an interest rate of 2%. Scheduled closing is August 30th.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None, it is in the approved 2019-20 budget.

STAFF RECOMMENDATION: To approve the Ordinance authorizing the issuance of Sanitary Sewer System Revenue Bonds.

E. 3rd Street Lighting Agreement Department of Public Works

SUMMARY OF REQUEST: Authorize the DPW Director and City Clerk to sign the Agreement, Authorization, and Resolution to allow the street lighting upgrades along 3rd Street between Muskegon Avenue and Merrill Avenue.

FINANCIAL IMPACT: \$63,446.00

BUDGET ACTION REQUIRED: None, included in project capital budget.

STAFF RECOMMENDATION: Authorize the DPW Director and City Clerk to sign the required documents.

F. City Hall Fire System Department of Public Works

SUMMARY OF REQUEST: Authorize staff to contract with Midstate Security for various upgrades to the fire detection system at City Hall in the amount of \$16,123.46.

Four firms were contacted for bids as follows:

Midstate Security	\$16,123.46
Fire Pros, LLC	Declined to bid
Muskegon Fire Equipment Co.	Declined to bid
Cofessco	No Response

FINANCIAL IMPACT: \$16,123.46

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Authorize staff to contract with Midstate Security for the City Hall fire system upgrades.

G. Engineering Department – Survey Equipment Department of Public Works

SUMMARY OF REQUEST: Authorize the purchase of new survey equipment from TopCon Solutions. New equipment includes a robotic total station and

accessories to replace the current equipment which has been in service since the early 1990s.

Three bids were solicited for equipment as follows:

GeoShack	\$24,591.00
TopCon Solutions	\$24,991.00
Tiger Supplies	\$26,645.00

Engineering Department is requesting to purchase the equipment from TopCon Solutions. They are the second low bidder, however their bid proposal is inclusive of on-site training for staff and the other bids do not include the on-site training.

FINANCIAL IMPACT: \$24,991.00

BUDGET ACTION REQUIRED: None, funds included in the 19-20 Engineering Budget.

STAFF RECOMMENDATION: Authorize the purchase of new survey equipment from TopCon Solutions.

H. METRO Act Permit – ZAYO Group LLC Department of Public Works

SUMMARY OF REQUEST: Approve the request for a permit from ZAYO Group LLC to access and use the public right-of-way within the city. The purpose of the access is to construct a fiber optic network extension that will service certain properties in the city. The expansion will affect the following city right-of-way areas.

- Harvey Street from the City/Township Line south towards Mercy Hospital
- Port City Boulevard from Laketon Avenue south to Latimer Drive
- Latimer Drive from Port City Boulevard east to Black Creek Drive
- Black Creek Drive from Latimer Drive south to Sherman Boulevard

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approve the permit for ZAYO Group LLC

I. Trackless Department of Public Works/Equipment

SUMMARY OF REQUEST: The Equipment Division is requesting permission to purchase one (1) Used Trackless Municipal Vehicle from Bell Equipment, our dealer for Trackless Equipment. The cost of this equipment is \$67,200.00 coming from the Equipment Division fund.

FINANCIAL IMPACT: \$67,200.00

BUDGET ACTION REQUIRED: None. Amount was adjusted for in the 3rd quarter Equipment fund re-forecast.

STAFF RECOMMENDATION: Authorize staff to purchase one (1) used Trackless municipal vehicle from Bell Equipment, our dealer for trackless equipment.

J. City of Muskegon Spring Street Sewer Reroute and Bourdon Street Alley Sewer Department of Public Works

SUMMARY OF REQUEST: To award the project to Jackson-Merkey Contractors, Inc. since they were the lowest responsible bidder with a total bid price of \$3,075,529.30 and authorize the clerk to sign the resolutions.

Two bids were received for this project as follows:

Jackson-Merkey Contractors, Inc.	\$3,075,529.30
Kamminga and Roodvoets, Inc.	\$3,257,356.45

FINANCIAL IMPACT: \$3,075,529.30

BUDGET ACTION REQUIRED: None at this time. The project was budgeted in the 19-20 budget and estimated costs will be adjusted in a future reforecast to match the bid prices.

STAFF RECOMMENDATION: Award the contract to Jackson-Merkey Contractors, Inc. and authorize the clerk to sign the resolutions.

K. 9th Street Area Sanitary Sewer Improvements & Getty Street Forcemain Replacement Department of Public Works

SUMMARY OF REQUEST: To award the project to Hallack Contracting since they were the lowest responsible bidder with a total bid price of \$1,899,971.50 and authorize the clerk to sign the resolution.

Three bids were received for this project as follow:

Hallack Contracting, Inc.	\$1,899,971.50
Jackson-Merkey Contractors	\$1,931,655.60
Kamminga & Roodvoets	\$2,478,051.99

FINANCIAL IMPACT: \$1,899,971.50

BUDGET ACTION REQUIRED: None at this time. The project was budgeted in the 19-20 budget and estimated costs will be adjusted in a future reforecast to match the bid prices.

STAFF RECOMMENDATION: Award the contract to Hallack Contracting, Inc and authorize the clerk to sign the resolution.

L. Beidler Sanitary Sewer Replacement Department of Public Works

SUMMARY OF REQUEST: To award the project to Kamminga and Roodvoets since they were the lowest responsible bidder with a total bid price of \$5,465,514.75 and authorize the clerk to sign the resolution.

Two bids were received for this project as follows:

Kamminga & Roedvoets \$5,465,514.75

Jackson-Merkey Contractors \$5,756,222.45

FINANCIAL IMPACT: \$5,465,514.75

BUDGET ACTION REQUIRED: None at this time. The project was budgeted in the 19-20 budget and estimated costs will be adjusted in a future reforecast to match the bid prices.

STAFF RECOMMENDATION: Award the contract to Kamminga and Roodvoets and authorize the clerk to sign the resolution.

M. Westwood Sanitary Sewer Replacement Department of Public Works

SUMMARY OF REQUEST: To award the project to Kaaminga and Roodvoets since they were the lowest responsible bidder with a total bid price of \$1,245,042.00 and authorize the clerk to sign the resolution.

Three bids were received for this project as follows:

Kamminga & Roedvoets \$1,245,042.00

Jackson-Merkey Contractors \$1,477,180.50

McCormick Sand, Inc. \$1,516,043.00

FINANCIAL IMPACT: \$1,245,042.00

BUDGET ACTION REQUIRED: None at this time. The project was budgeted in the 19-20 budget and estimated costs will be adjusted in a future reforecast to match the bid prices.

STAFF RECOMMENDATION: Award the contract to Kaaminga and Roodvoets and authorize the clerk to sign the resolution.

N. Jefferson-Strong Sanitary Sewer Replacement Department of Public Works

SUMMARY OF REQUEST: To award the project to Jackson-Merkey Contractors since they were the lowest responsible bidder with a total bid price of \$1,198,471.75 and authorize the clerk to sign the resolution.

Three bids were received for this project as follows:

Jackson-Merkey Contractors \$1,198,471.75

Kamminga & Roodvoets \$1,323,525.50

McCormick Sand, Inc. \$1,556,247.00

FINANCIAL IMPACT: \$1,198,471.75

BUDGET ACTION REQUIRED: None at this time. The project was budgeted in the 19-20 budget and estimated costs will be adjusted in a future reforecast to

match the bid prices.

STAFF RECOMMENDATION: Award the contract to Jackson-Merkey Contractors and authorize the clerk to sign the resolution.

Motion by Commissioner Johnson, second by Commissioner German, to approve the consent agenda as presented, except item B.

ROLL VOTE: Ayes: Johnson, Gawron, Hood, Warren, German, Rinsema-Sybenga, and Turnquist

Nays: None

MOTION PASSES

2019-55 PUBLIC HEARINGS:

B. Kitchen 242 Management Agreement City Clerk

SUMMARY OF REQUEST: Our Kitchen Manager's contract expired on June 30th for Kitchen 242. We are requesting to accept a proposal from Renae Hesselink to continue managing Kitchen 242 through June 30, 2020.

FINANCIAL IMPACT: Not to exceed \$20,000 annually.

BUDGET ACTION REQUIRED: None at this time.

STAFF RECOMMENDATION: To accept the proposal from Renae Hesselink for management of Kitchen 242 through June 30, 2020.

Motion by Commissioner Warren, second by Commissioner Rinsema-Sybenga, to accept the proposal from Renae Hesselink for management of Kitchen 242 through June 30, 2020.

ROLL VOTE: Ayes: Gawron, Hood, Warren, German, Rinsema-Sybenga, Turnquist, and Johnson

Nays: None

MOTION PASSES

2019-56 NEW BUSINESS:

A. Consumers Energy – LED Upgrade Phase 3 Department of Public Works

SUMMARY OF REQUEST: Authorize the DPW Director and City Clerk to sign the Agreement and pay the invoice for the Phase 3 Streetlight LED Conversion Project with Consumers Energy.

FINANCIAL IMPACT:

BUDGET ACTION REQUIRED:

STAFF RECOMMENDATION: Authorize the DPW Director and City Clerk to sign the required documents.

Motion by Commissioner Johnson, second by Vice Mayor Hood, to authorize the

DPW Director and City Clerk to sign the required documents.

ROLL VOTE: Ayes: Hood, Warren, German, Rinsema-Sybenga, Turnquist, Johnson, and Gawron

Nays: None

MOTION PASSES

PUBLIC PARTICIPATION: Public comments were received.

2019-57 CLOSED SESSION:

Motion by Vice Mayor Hood, second by Commission Rinsema-Sybenga, to go into closed session for the City Manager's Evaluation.

ROLL VOTE: Ayes: Warren, German, Rinsema-Sybenga, Turnquist, Johnson, Gawron, and Hood

Nays: None

MOTION PASSES

A. City Manager's Evaluation

Motion by Commissioner Johnson, second by Vice Mayor Hood, to go out of closed session for the City Manager's Evaluation.

ROLL VOTE: Ayes: Warren, German, Rinsema-Sybenga, Turnquist, Johnson, Gawron, and Hood

Nays: None

MOTION PASSES

ADJOURNMENT: The City Commission meeting adjourned at 7:40 p.m.

Respectfully Submitted,

Ann Marie Meisch, MMC – City Clerk