

AGENDA
WYOMING CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
MONDAY, DECEMBER 17, 2012, 7:00 P.M.

- 1) Call to Order**
- 2) Invocation**
Pastor Wayne Ondersma, The Dock Ministries
- 3) Pledge of Allegiance**
- 4) Roll Call**
- 5) Student Recognition**
- 6) Approval of Minutes**
From the regular meeting of December 3, 2012 and the work session of December 10, 2012
- 7) Approval of Agenda**
- 8) Public Hearings**
- 9) Public Comment on Agenda Items** (3 minute limit per person)
- 10) Presentations and Proclamations**
 - a) Presentations
 1. FY 2011-2012 Presentation of Audit by Rehmann Robson
 - b) Proclamations
- 11) Petitions and Communications**
 - a) Petitions
 - b) Communications
- 12) Reports from City Officers**
 - a) From City Council
 - b) From City Manager
- 13) Budget Amendments**
- 14) Consent Agenda**

(All items under this section are considered to be routine and will be enacted by one motion with no discussion. If discussion is desired by a Council member, that member may request removal from the Consent Agenda.)

 - a) To Appoint Ted Westerman as a Member of the Historical Commission for the City of Wyoming
 - b) To Appoint Carol Lomonaco as a Member of the Housing Board of Appeals for the City of Wyoming
 - c) To Reappoint Charis Austin as a Representative of the City of Wyoming on the Interurban Transit Partnership Board
 - d) To Reappoint Representatives to the West Michigan Regional Planning Commission
 - e) To Set a Public Hearing for the Approval of an Application for an Industrial Facilities Exemption Certificate for Grand Rapids Foam Technologies, Inc. (7:01 p.m. January 7, 2013)
 - f) To Approve Traffic Control Order No. 7.01-12
- 15) Resolutions**
 - g) To Set Meeting Days and Times for the City of Wyoming Boards and Commissions

- h) To Authorize the Mayor and City Clerk to Sign a Fireworks Delegation of Authority with the Michigan Bureau of Fire Services
- i) To Transfer Funds From the Health Insurance Fund to the Retiree Health Insurance Fund

16) Award of Bids, Contracts, Purchases, and Renewal of Bids and Contracts

- j) To Authorize Payment to the Michigan Department of Environmental Quality (MDEQ) for the Annual National Pollutant Discharge Elimination System (NPDES) Permit Fee
- k) To Authorize the Payment for an Emergency Street Repair on Chateau Drive
- l) To Award Surveying Services to Meyers, Bueche & Nies, Inc.
- m) To Extend the Bid for Electrical Supplies
- n) To Accept a Quote for Repair of a Sludge Holding Tank Gearbox
- o) To Authorize the Purchase of Argon
- p) To Authorize the Purchase of Eagle Traffic Signal and 3M Opticom System Equipment
- q) To Award a Bid for City Ordered Demolition of Structure at 2675 28th St. S.W. to Pitsch Wrecking
- r) For Award of Bids
 - 1. Demolition Services – 16576 New Holland Street
 - 2. Demolition Services – 4500 – 96th Street (Budget Amendment No. 28)
 - 3. Three Front Plow Assemblies Installed

17) Ordinances

18) Informational Material

19) Acknowledgment of Visitors

20) Closed Session (Contract labor negotiations)

21) Adjournment

RESOLUTION NO. _____

RESOLUTION TO APPOINT TED WESTERMAN AS A MEMBER OF THE
HISTORICAL COMMISSION FOR THE CITY OF WYOMING

WHEREAS:

1. Ted Westerman has submitted an application requesting appointment to the Historical Commission for the City of Wyoming.
2. A vacancy exists in an unexpired term ending June 30, 2014.
3. Mayor Jack Poll has recommended that Ted Westerman be appointed as a member of the Historical Commission for the City of Wyoming.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council for the City of Wyoming, Michigan, does hereby confirm the appointment of Ted Westerman to the Wyoming Historical Commission for the unexpired term ending on June 30, 2014.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

Heidi A. Isakson, Wyoming City Clerk

RESOLUTION NO. _____

RESOLUTION TO APPOINT CAROL LOMONACO AS A MEMBER OF THE
HOUSING BOARD OF APPEALS FOR THE CITY OF WYOMING

WHEREAS:

1. Carol Lomonaco has submitted an application requesting appointment to the Housing Board of Appeals for the City of Wyoming.
2. A vacancy exists in a term ending June 30, 2017.
3. City Council wishes to appoint Carol Lomonaco as a member of the Housing Board of Appeals.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council for the City of Wyoming, Michigan, does hereby confirm the appointment of Carol Lomonaco as a member of the Housing Board of Appeals for the term ending June 30, 2017.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

Heidi A. Isakson, Wyoming City Clerk

RESOLUTION NO. _____

RESOLUTION TO REAPPOINT CHARIS AUSTIN AS A REPRESENTATIVE OF THE
CITY OF WYOMING ON THE INTERURBAN TRANSIT PARTNERSHIP BOARD

WHEREAS:

1. Charis Austin's term as a Wyoming representative on the Interurban Transit Partnership Board, expires on December 31, 2012.
2. It is the desire of the Wyoming City Council to reappoint Charis Austin as a Wyoming representative to the Interurban Transit Partnership Board.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council for the City of Wyoming, Michigan, does hereby designate Charis Austin as a representative of the City of Wyoming on the Interurban Transit Partnership Board for a two-year term expiring December 31, 2014.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

Heidi A. Isakson, Wyoming City Clerk

RESOLUTION NO. _____

RESOLUTION TO REAPPOINT REPRESENTATIVES TO THE
WEST MICHIGAN REGIONAL PLANNING COMMISSION

WHEREAS:

1. The By-Laws and Rules of Procedure for the West Michigan Regional Planning Commission entitle the City of Wyoming to three (3) representatives and one (1) alternate representative to serve on the West Michigan Regional Planning Commission Board.

NOW, THEREFORE, BE IT RESOLVED:

1. That Councilmember Sam Bolt, Principal Planner Tim Cochran, Citizen Representative Lillian VanderVeen and Alternate representative Joanne Voorhees be reappointed as the City's representatives for 2013.
2. That the City Clerk be directed to send a copy of this resolution to the West Michigan Regional Planning Commission.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

Heidi A. Isakson, Wyoming City Clerk

RESOLUTION NO. _____

RESOLUTION TO SET A PUBLIC HEARING FOR THE APPROVAL OF AN APPLICATION FOR AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE FOR GRAND RAPIDS FOAM TECHNOLOGIES, INC. IN THE CITY OF WYOMING

WHEREAS:

1. The City established Industrial Development District Number 271, under Act 198, Public Acts of 1974, as amended, by adopting Resolution Number 21540 on September 20, 2004.
2. Grand Rapids Foam Technologies, Inc. has filed an application for an Industrial Facilities Exemption Certificate under Act 198 with respect to a new facility to be acquired and installed within Industrial Development District 271, with an estimated cost of \$75,000 for real property and \$507,000 for personal property to be located at 2788 Remico Street SW.
3. Act 198 requires the City to hold a public hearing on the approval of this application.

NOW, THEREFORE, BE IT RESOLVED:

1. A public hearing on whether to approve the application by Grand Rapids Foam Technologies, Inc. for an Industrial Facilities Exemption Certificate shall be held at 7:01 p.m. on January 7, 2013, in the City Council Chambers, City Hall, 1155 28th Street SW, Wyoming, Michigan.
2. Notice of this hearing shall be given to the applicant, the City Assessor, and a representative of each affected taxing unit, and shall be published in a newspaper of general circulation in the City and posted in City Hall.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

Heidi A. Isakson, Wyoming City Clerk

ATTACHMENT: Staff Report
 Exhibit A – Legal Description

Resolution No. _____

Staff Report

Date: 12/11/2012
Subject: Grand Rapids Foam Technologies, Inc.
From: Kelli VandenBerg, Assistant to the City Manager
Meeting Date: December 17, 2012 City Council Meeting

Recommendation:

Staff recommends a twelve (12) year IFT abatement be granted to Grand Rapids Foam Technologies, Inc. based on the City of Wyoming’s Economic Development Policy.

Sustainability Criteria:

Environmental Quality – Grand Rapids Foam Technologies, Inc. has proven to be responsible and cooperative in its efforts to be environmentally responsible. Furthermore, approval of the expansion on this industrial site is consistent with the City’s Land Use Plan.

Social Equity – Approval of this application does not significantly impact social equity.

Economic Strength – Approval of this application will help retain and expand a local manufacturer, encourage continued investment by Benteler Automotive and provide additional employment opportunities to the area.

Discussion:

Grand Rapids Foam Technologies, Inc. has been operating and growing in the City of Wyoming for 8 years and is requesting the approval of an Industrial Facilities Exemption Certificate (IFT). Staff has reviewed the IFT application, which is summarized below:

Address of project:	2788 Remico Street SW Wyoming, MI 49519
Personal Property:	\$507,000.00
Real Property:	\$ 75,000.00
Estimated Jobs:	25 new jobs 101 retained jobs
Starting date of project:	November 2012

Grand Rapids Foam Technologies, Inc. is in the business of fabricating and manufacturing foam rubber products that are used in a diverse group of industries, including the boating and

furniture industries. Grand Rapids Foam Technologies is requesting a tax abatement to install two new injection foam molding machines. This investment will allow the company to purchase the equipment and hire an additional 25 positions to support its operations.

Budget Impact:

The estimated first year tax savings for Grand Rapids Foam Technologies, Inc., which is located in the Wyoming Public School District, is \$9,282.35.

EXHIBIT A

Legal Description

Address: 2788 Remico Street SW, Wyoming, MI 49519

Tax Parcel No.: 41-17-16-251-017

Legal Description:

LOTS 55 & 56. GRAND RAPIDS GRAVEL CO INDUSTRIAL PARK #3
ALSO PART NE 1/4 COM AT INT OF N&S 1/4 LINE & SW COR OF LOT 55
GRAND RAPIDS GRAVEL CO INDUSTRIAL PARK #3 TH S TO CEN OF
SEC TH E ALONG E&W 1/4 LINE 416.40 FT TH N TO SE COR OF LOT 56
OF SD PLAT TH W TO BEG SEC 16 T6N R12W 4.67 A.

RESOLUTION NO. _____

RESOLUTION TO APPROVE
TRAFFIC CONTROL ORDER NO. 7.01-12

WHEREAS:

1. Traffic Control Order No. 7.01-12 as set forth in exhibit attached hereto and made a part of this Resolution, has been proposed in the City of Wyoming.
2. It is recommended by the City Traffic Engineer, as required by the Uniform Traffic Code for Cities, Townships and Villages, Part 2, Section R 28.1153, issued in October 2002 by the Commissioner of the Michigan State Police, and adopted by the City of Wyoming, that said Traffic Control Order should be approved by the City Council as permanent.

NOW, THEREFORE, BE IT RESOLVED:

1. That such final approval be and is hereby granted that the aforesaid Traffic Control Order No 7.01-12 be made a permanent part of the Traffic Control Order Files of the City of Wyoming.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

Heidi A. Isakson, Wyoming City Clerk

ATTACHMENTS:

Traffic Control Order
Map



MAYOR
Jack A. Poll

AT-LARGE COUNCILMEMBER
Sam Bolt

AT-LARGE COUNCILMEMBER
Dan Burrill

AT-LARGE COUNCILMEMBER
Kent Vanderwood

1ST WARD COUNCILMEMBER
William A. VerHulst

2ND WARD COUNCILMEMBER
Richard K. Pastoor

3RD WARD COUNCILMEMBER
Joanne M. Voorhees

CITY MANAGER
Curtis L. Holt

December 17, 2012

**PERMANENT
TRAFFIC CONTROL ORDER NO. 7.01-12**

Pursuant to provisions of Wyoming City Code, Chapter 78, Article II, adopting Sections R 28.1125 and R 28.1153 of the Michigan Uniform Traffic Code, the following regulatory order has been issued and shall take effect immediately:

1. LOCATION:

Trojan Drive at its intersection with Cannon Drive

2. REGULATION:

All traffic on Trojan Drive shall yield before entering the intersection of Cannon Drive

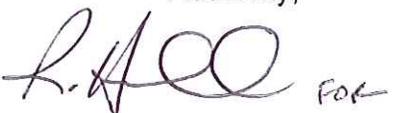
3. SIGNS:

"Yield"

4. EFFECTIVE:

Immediately

Authority,


William D. Dooley, PE
Traffic Engineer

WDD:kh

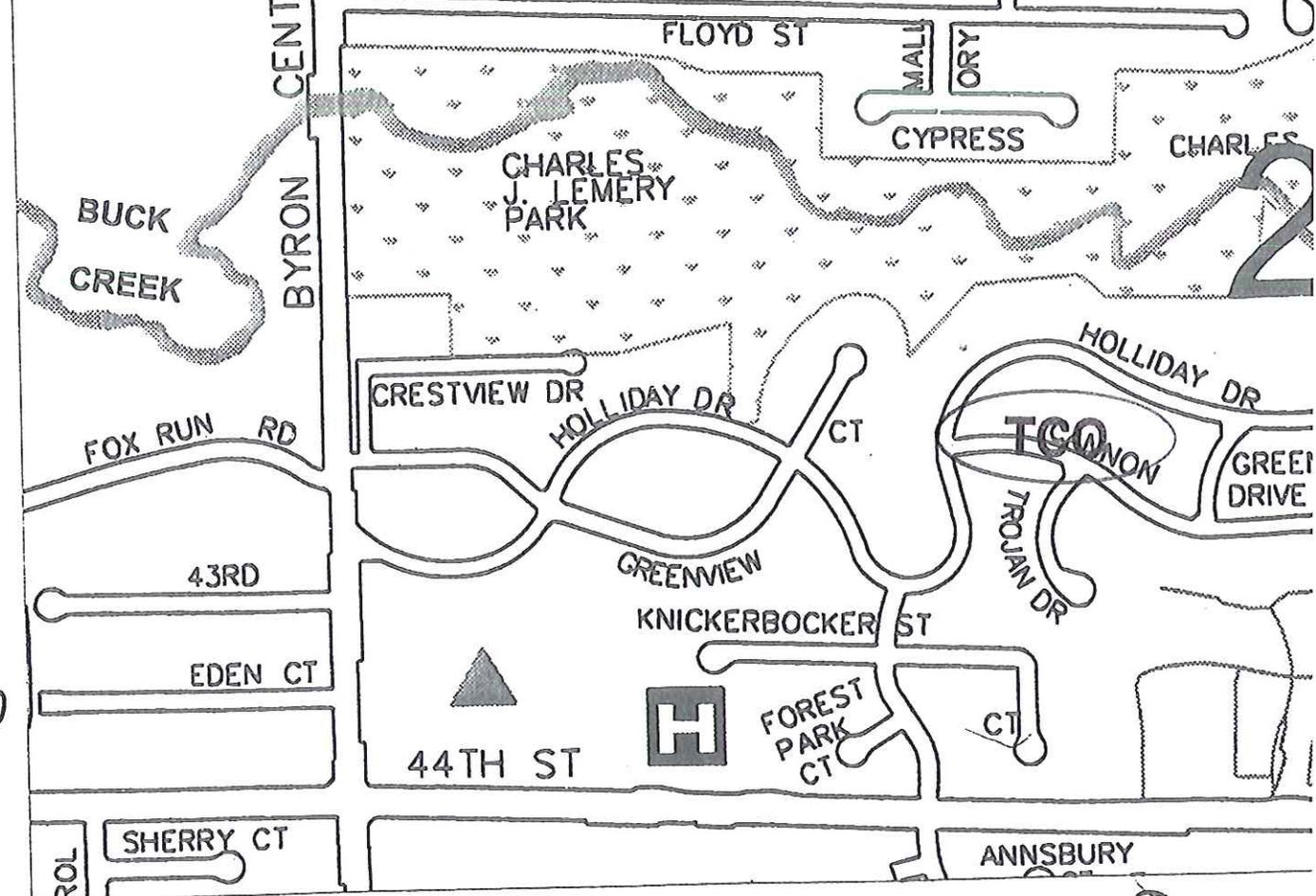
Copy: Police Dept

3600

36



4000



4400

2400

2000

RESOLUTION NO. _____

RESOLUTION TO SET MEETING DAYS AND TIMES FOR THE
CITY OF WYOMING BOARDS AND COMMISSIONS

WHEREAS:

1. Section 2.113 of the City Code of Ordinances states that days and times of board and commission meetings shall be set by City Council resolution.

NOW, THEREFORE, BE IT RESOLVED:

1. Wyoming City Council does hereby set the days and times for the Wyoming Boards and Commissions as listed on the attached schedule.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

Heidi A. Isakson, Wyoming City Clerk

ATTACHMENT:

CITY OF WYOMING
BOARDS - COMMISSIONS - COMMITTEES
2013 MEETING SCHEDULE

BOARD OF CANVASSERS	
At the call of the City Clerk	City Hall - 1155 28 th Street SW
BOARD OF REVIEW	
Tuesday, March 5 - Executive Session	City Hall - 1155 28 th Street SW
Monday, March 11, 9:00 a.m. – 12:00 noon and 1:00 – 4:30 p.m.	
Tuesday, March 12, 1:00 – 4:30 p.m. and 6:00 – 9:00 p.m.	
Wednesday, March 13, 9:00 a.m. – 12:00 noon and 1:00-4:30 p.m.	
Tuesday, March 19, 1:00 – 4:30 p.m. and 6:00 – 9:00 p.m.	
Wednesday, March 20 – Executive Session	
Tuesday, July 16, 2:00 p.m.	
Tuesday, December 10, 2:00 p.m.	
BUILDING AUTHORITY	
At the call of the Chair	City Hall - 1155 28 th Street SW
COMMUNITY DEVELOPMENT COMMITTEE	
At the call of the Chair	City Hall - 1155 28 th Street SW
COMMUNITY ENRICHMENT COMMISSION	
7:00 p.m. on the 3 rd Tuesday of each month (no meeting in June and July)	City Hall - 1155 28 th Street SW
CONSTRUCTION BOARD OF APPEALS	
3:00 p.m. on the 2 nd Monday of each month at the call of the Chair	City Hall - 1155 28 th Street SW
DOWNTOWN DEVELOPMENT AUTHORITY	
7:30 a.m. on Tuesday, January 8, April 2, July 2, October 1	City Hall - 1155 28 th Street SW
ECONOMIC DEVELOPMENT CORPORATION AND BROWNFIELD REDEVELOPMENT AUTHORITY	
At the call of the Chair	City Hall - 1155 28 th Street SW
ELECTION COMMISSION	
At the call of the City Clerk	City Hall - 1155 28 th Street SW
GREATER WYOMING COMMUNITY RESOURCE ALLIANCE	
9:00 a.m. on the 4 th Tuesday of each month	City Hall - 1155 28 th Street SW
HEALTH INSURANCE TRUST BOARD	
3:00 p.m. on the 4 th Monday of January, April, July, October	City Hall - 1155 28 th Street SW
HISTORICAL COMMISSION	
6:30 p.m. on the 3 rd Wednesday of each month (no meeting in December)	Wyoming Public Library - 3350 Michael SW
HOUSING BOARD OF APPEALS	
7:00 p.m. on the 1 st Thursday of each month at the call of the Chair	City Hall - 1155 28 th Street SW
HOUSING COMMISSION	
1:00 p.m. on the 3 rd Tuesday, January 15, March 19, May 21, August 20, October 15, December 17	Housing Commission - Westwood Apartments 2450 36 th Street SW
OFFICERS COMPENSATION COMMISSION	
In every odd-numbered year at the call of the Chair	City Hall - 1155 28 th Street SW
PARKS AND RECREATION COMMISSION	
7:00 p.m. on the 2 nd Wednesday of each month (no mtg in July & Aug)	City Hall - 1155 28 th Street SW
PLANNING COMMISSION	
7:00 p.m. on the 3 rd Tuesday of each month	City Hall - 1155 28 th Street SW
RETIREMENT BOARD	
3:00 p.m. on the 4 th Monday of each month	City Hall - 1155 28 th Street SW
WKTV COMMISSION	
7:00 p.m. on the 1 st Tuesday of each month	WKTV - 5261 Clyde Park Avenue SW
ZONING BOARD OF APPEALS	
1:30 p.m. on the 1 st and 3 rd Monday of each month	City Hall - 1155 28 th Street SW

** NOTICE GIVEN PURSUANT TO PUBLIC ACT 267, OF 1976, AS AMENDED, BEING MCL 15.261
For further information regarding a scheduled meeting, contact the office of the City Clerk at 1155 28th St. SW, Wyoming, MI 49509-0905. Phone 616-530-7296.

12/17/12
Fire/RCA

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE MAYOR AND CITY CLERK TO SIGN A
FIREWORKS DELEGATION OF AUTHORITY WITH THE
MICHIGAN BUREAU OF FIRE SERVICES

WHEREAS:

1. The Michigan Fireworks Safety Act, PA 256 of 2011 as amended MCL28469, allows for the delegation of fireworks inspections to the local Fire Departments.
2. The Wyoming Fire Department has a State certified Fire Inspector as required by the delegation.
3. The Wyoming Fire Department will receive up to 80% of the application fee paid for the consumer fireworks certificate.
4. The Wyoming Fire Department is already inspecting the facilities to insure firefighter safety.

NOW, THEREFORE, BE IT RESOLVED:

1. The Wyoming City Council does hereby authorize the Mayor and City Clerk to sign the Fire Works Delegation of Authority agreement with the Michigan Department of Licensing and Regulatory Affairs – Bureau of Fire Services.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

ATTACHMENTS:
Delegation Agreement

Heidi A. Isakson, Wyoming City Clerk

Resolution No. _____



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF FIRE SERVICES
RICHARD W. MILLER
STATE FIRE MARSHAL

STEVEN H. HILFINGER
DIRECTOR

DELEGATION AGREEMENT

Between

The Michigan Department of Licensing & Regulatory Affairs
Bureau of Fire Services
and
Wyoming Fire Department
EXPIRATION

I. Purpose

This agreement is entered into for the purpose of delegation of Fireworks Inspections in accordance with the Michigan Fireworks Safety Act, PA 256 of 2011 as amended MCL 28469.

II. Local Agency Responsibilities

The **Wyoming Fire Department** agency agrees:

- A. To abide by all terms of this agreement including all attachments (i.e. procedures).
- B. To the use of State Certified Inspectors to perform all delegated inspections.
- C. To complete all delegated inspections within the time frames as specified by the Department of Licensing & Regulatory Affairs and Bureau of Fire Services.
- D. To complete all delegated inspections using the appropriate rules promulgated in accordance with MCL 28.470.
- E. To utilize all report forms and reporting formats required by the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, for all consumer fireworks retail sales delegated inspections.
- F. To follow and apply all Department of Licensing & Regulatory Affairs, Bureau of Fire Services, procedures regarding the inspection of Consumer Fireworks Retail Sales facilities.
- G. To the proper conduct and demeanor of their employee(s) while performing delegated inspections in accordance with this agreement.

- H. To attend training opportunities provided by the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, necessary for the proper completion of delegated inspections.

III. Department of Licensing & Regulatory Affairs, Bureau of Fire Services responsibilities:

- A. To abide by the terms of this agreement including all attachments.
- B. To provide the technical assistance and supervision necessary for the proper administration of this agreement.
- C. To provide any report forms and reporting formats required by the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, for the reporting of inspections performed in accordance with this agreement.
- D. To provide the **Wyoming Fire Department** with copies of Department of Licensing & Regulatory Affairs, Bureau of Fire Services, procedures. Manuals or other documents necessary for the implementation of this agreement shall be the responsibility of said agency.
- E. To provide the opportunity for training for an appropriate number of employees of the **Wyoming Fire Department**, as determined by the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, regarding rules, laws, or procedures necessary for the completion of inspections delegated in accordance with this agreement.
- F. To review the delegation of authority to perform inspections each year in accordance with MCL 28.455.
- G. To notify the Agency, in writing, of intent to revoke delegated authority if the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, finds that the terms of the agreement have not been kept, or if the Department intends to withdraw from the delegation program.
- H. To revoke the authority of the employee(s) to perform delegated inspections upon notification of the **Wyoming Fire Department** that the request for delegation has been rescinded.
- I. To inform the State Fire Safety Board of all decisions by the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, in delegating or revoking the authority delegated under MCL 28.469.

IV. Conflict of Interest

The **Wyoming Fire Department** and the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, are subject to the provisions of Act No. 317, PA of 1968, as amended, being MCLA 15.321 et seq, and Act No. 196, PA of 1973, as amended, being MCLA 15.341 et seq.

V. Liability

- A. All liability and/or loss or damage as a result of claims, demands, costs, or judgments arising out of activities that are the responsibility of the **Wyoming Fire Department** or unit of government pursuant to the terms of this agreement shall be the responsibility of the governing body if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of the unit of government or its employees either directly or indirectly, provided that nothing herein shall be construed as a waiver of any governmental immunity available to the government body or unit of government or its employees by common law, statute, or court decision.
- B. All liability to third parties, and/or loss, or damage as a result of claims, demands, costs, or judgments arising out of activities that are the responsibility of the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, or its employees, provided that nothing herein shall be construed as a waiver of any governmental immunity available to the State, its agencies, the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, or the employees of any of them as provided by common law, statute, or court decision.
- C. In the even that liability to third parties, and/or loss, or damages arises as a result of activities which go beyond the mere fact of agreement between the **Wyoming Fire Department** and the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, in fulfillment of their responsibilities under this agreement, such a liability, loss or damage shall be borne in relation to each party's responsibilities under that joint activity, provided that nothing herein shall be construed as a waiver of an governmental immunity available to the governing body, unit of government, the State and the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, or the employees of any of them, as provided by common law, statute, or court decision.

VI. Statutory Authority

Authority to perform Consumer Firework Retail Sales inspections is delegated to the certified fire inspector(s) of the **Wyoming Fire Department** by the Department of Licensing & Regulatory Affairs, Bureau of Fire Services, under provision of Michigan Fireworks Safety Act, PA 256 of 2011 as amended, MCL 28.469.

Wyoming Board Chair

Date

Wyoming Fire Chief

Date

Wyoming Mayor
Jack A. Poll

Date

Wyoming City Clerk
Heidi A. Isakson

Date

Director, Bureau of Fire Services

Date

12/17/12
THS

RESOLUTION NO. _____

RESOLUTION TO TRANSFER FUNDS FROM THE HEALTH INSURANCE FUND
TO THE RETIREE HEALTH INSURANCE FUND

WHEREAS:

1. Analysis of the Health Insurance Fund indicates that the current fund balance exceeds amounts required to operate the Fund and provide for an adequate Fund Reserve,
2. An unfunded Other Post-Employment Benefits liability exists.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Wyoming City Council does hereby authorize the transfer of Two Million Dollars (\$2,000,000) to the Retiree Health Insurance Fund from the Health Insurance Fund.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

Heidi A. Isakson, Wyoming City Clerk

ATTACHMENTS:

Insurance Fund Analysis

Resolution No. _____

STAFF REPORT

Date: November 7, 2012

Subject: Transfer of Funds from Health Insurance Fund to Retiree Health Trust Fund

From: Timothy H. Smith, CPA, Finance Director

Meeting Date: December 10, 2012

Recommendation:

I recommend that Council approve the transfer of two million dollars (\$2,000,000) from the Health Insurance Fund to the Retiree Health Trust Fund.

Sustainability Criteria:

Environmental Quality – Does not significantly impact this criterion.

Social Equity – Does not significantly impact this criterion.

Economic Strength – The transfer reduces the Other Post-Employment Benefit (OPEB) liability of the City.

Discussion:

Every fiscal year the insurance fund is evaluated to determine if adequate reserves exist to cover potential losses that may be incurred. The guidelines for evaluating the fund included self-insured loss retention and average claims history. In reviewing the health insurance fund, it has been determined that adequate reserves exist to allow for a \$2,000,000 transfer to the Retiree Health Trust Fund. The possibility of this second transfer was discussed with Council in May 2011 when a similar transfer was approved by Council.

I have attached the analysis of the insurance reserves for your review.

Budget Impact:

There is no budget impact as neither funds are budgeted.

CITY OF WYOMING, MICHIGAN
SCHEDULE OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS
INTERNAL SERVICE FUND
INSURANCE FUND
Year Ended June 30, 2011

	General Liability	Fleet	Property	Life	Workers' Compensation	Health	Dental	Total
Revenues:								
Premiums	\$ 419,661	\$ 74,922	\$ 212,894	\$ 31,348	\$ 660,073	\$ 7,136,041	\$ 432,696	\$ 8,967,635
Investment earnings	20,605	13,558	15,458	1,382	75,533	73,802	3,057	203,395
Other	144,696	10,771	114,067	30	-	87,016		356,580
Total revenues	584,962	99,251	342,419	32,760	735,606	7,296,859	435,753	9,527,610
Expenses:								
Administration and general Interest	63,347	5,826	7,267	932	129,134 30,678	431,354	13,902	651,762 30,678
Insurance claims and premiums	303,081	80,598	255,298	25,000	2,456,513	6,794,432	391,459	10,306,381
Total expenses	366,428	86,424	262,565	25,932	2,616,325	7,225,786	405,361	10,988,821
Net income (loss)	218,534	12,827	79,854	6,828	(1,880,719)	71,073	30,392	(1,461,211)
Transfers								-
Net assets, beginning of year	1,266,670	900,252	993,785	88,721	2,868,886	4,897,822	189,334	11,205,470
Net assets, end of year	\$ 1,485,204	\$ 913,079	\$ 1,073,639	\$ 95,549	\$ 988,167	\$ 4,968,895	\$ 219,726	\$ 9,744,259
				Specific reserve	3,971,328	(Increased \$2,535,018 this year)		
2006	436,888	93,464	212,862	41,542	280,896	5,597,764	-	6,663,416
2007	422,682	147,330	231,742	39,714	421,648	5,372,063	310,221	6,945,400
2008	491,198	97,952	215,142	35,709	429,795	5,876,547	424,112	7,570,455
2009	526,415	114,424	239,489	35,737	945,504	7,031,671	425,798	9,319,038
2010	411,577	199,559	249,968	27,032	757,857	6,576,493	446,362	8,668,848
2011	377,615	91,900	278,906	26,859	1,240,296	6,621,465	398,962	9,036,003
2012	366,428	86,424	262,565	25,932	2,616,325	7,225,786	405,361	10,988,821
Average (6yr)	432,653	122,932	246,302	31,831	1,068,571	6,450,671	401,803	
Multiplier 0.5	216,326	61,466	123,151	15,915	534,285	645,067	40,180	1,636,391
SIR	1,000,000	250,000	500,000	50,000	250,000	300,000	50,000	2,400,000
Specific Reserves					3,971,328			
ited Fund Balance per Policy	1,216,326	372,932	746,302	81,831	5,289,899	945,067	90,180	8,742,536
Excess	268,878	540,148	327,337	13,719	(4,301,732)	4,243,554	129,546	1,001,723
Prior Yr Excess	44,472	526,147	255,767	4,289	(91,748)	4,478,189	118,144	5,145,926
Change in excess	224,406	14,000	71,570	9,430	(4,209,984)	(234,635)	11,402	(4,125,214)

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE PAYMENT TO THE MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ)
FOR THE ANNUAL NATIONAL POLLUTANT DISCHARGE
ELIMINATION SYSTEM (NPDES) PERMIT FEE

WHEREAS:

1. As detailed in the attached Staff Report from the Clean Water Plant Superintendent, the Natural Resources and Environmental Protection Act requires that permittees with a NPDES permit pay an annual fee.
2. The 2013 fee for the City of Wyoming Clean Water Plant is \$13,000.00.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Wyoming City Council does hereby authorize payment of the annual NPDES fee to the MDEQ in the amount of \$13,000.00.
2. The City Council does hereby authorize the City Manager to acknowledge acceptance of future renewals of the NPDES fee to the MDEQ in accordance with budget authorization.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

ATTACHMENTS:
Staff Report
Invoice

Heidi A. Isakson, Wyoming City Clerk

Resolution No. _____

Staff Report

Date: December 6,, 2012
Subject: NPDES Permit Fee - Clean Water Plant
From: Myron Erickson, PE, Clean Water Plant Superintendent
Meeting Date: 17 December 2012

Recommendation:

It is recommended that the National Pollutant Discharge Elimination System (NPDES) permit be renewed by paying the annual fee of \$13,000 to the State of Michigan.

Sustainability Criteria:

Environmental Quality – The Clean Water Plant is actively engaged in the protection of Michigan's natural water environment and the public health of Wyoming's citizens. The permit is the legal document that serves as the basis for every program the Clean Water Plant carries out in the name of environmental stewardship.

Social Equity – The Utility function within the City of Wyoming provides the same high quality service to all areas of the City without regard to income level or socio-economic status. All of Wyoming's residents enjoy equal access to the benefits of our state-of-the-art wastewater and drinking water treatment technologies.

Economic Strength – Without a valid permit, the City would incur fines and penalties. It is less expensive to comply.

Discussion:

The National Pollutant Discharge Elimination System was established by the Clean Water Act. It works by requiring permits of anyone wanting to discharge water back into the natural environment. The permit establishes limitations on the quantity and quality of the discharge, and imposes other programs and requirements on the permit holder (e.g., industrial pretreatment, biosolids, and mercury minimization programs). Although ultimately enforced by the US EPA, the permit is issued by the State of Michigan, which charges a fee to administer the program in the state.

Without a valid permit, the Clean Water Plant cannot legally discharge treated effluent back to the natural environment.

Budget Impact:

Funds are available in the current year's budget in account 590-590-54300-956.000.

Thank you,
Myron Erickson, PE



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



DAN WYANT
DIRECTOR

December 1, 2012

Dear Permittee:

SUBJECT: NPDES Annual Permit Fee – **Invoice**

Section 3120 of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA), requires that permittees with a National Pollutant Discharge Elimination System (NPDES) permit pay an annual permit fee. Facilities that held an NPDES permit on October 1, 2012, are required to pay the fee for the 2013 Fiscal Year. The annual fee shown on your invoice is based on the discharge authorized by the facility's NPDES permit.

Our records indicate that on October 1, 2012, your facility had an active NPDES permit. Please return the lower portion of the invoice with your check or money order made payable to the State of Michigan no later than January 15, 2013, to:

Michigan Department of Environmental Quality (MDEQ)
Cashier's Office
P.O. Box 30657
Lansing, Michigan 48909-8157

Or pay by e-check at:

<https://www.thepayplace.com/mi/deq/npdes>

(sorry, credit cards are not accepted in the NPDES Program)

Please note that unpaid invoices are subject to late payment penalties as set forth in Section 3120(8) of the NREPA. Delinquent invoices will be subject to the MDEQ's and the State of Michigan's collection procedures.

For questions related to the status of your permit, how the fee amount was determined, or any other questions related to your permit, please access our NPDES Fee Web site page at www.michigan.gov/deq/0,1607,7-135-3313_3682_3713-90130--,00.html, or contact Mr. Kevin C. Cook at cookk@michigan.gov, or 517-335-4129. If you have specific questions regarding the status of your payment, please contact Ms. Nichole Churches at churchesn@michigan.gov, or 517-241-1313.

Sincerely,

Philip Argiroff, Chief
Permits Section
Water Resources Division

cc: Administration Section, Water Resources Division, MDEQ (electronic)

Michigan Department of Environmental Quality
 Water Resource Division
 National Pollutant Discharge Elimination System (NPDES) Discharge Permit
INVOICE



Issued under the authority of Public Act 451 of 1994, as amended.
 Failure to submit payment by the date due will result in penalties as prescribed by law.

C0056635 Ref No: MI0024392

City of Wyoming
 Myron Erickson
 2350 Ivanrest Avenue, SW
 Wyoming, MI 49509

Invoice Number:	792265
Invoice Date:	December 1, 2012
Payment Due:	January 15, 2013

City of Wyoming
 Clean Water Plant
 2350 Ivanrest Avenue SW
 Wyoming, MI 49418

Please call (517)335-4129 if any contact or address corrections need to be made.
 PAY ONLINE, visit <https://www.thepayplace.com/mi/deq/npdes>
 Federal ID #38-6000134.

Invoice Item	Quantity	Unit Cost	Total Cost
NPDES Annual Permit Fee for MI0024392 Designated Name: Wyoming WWTP	1	\$13,000.00	\$13,000.00

Payment Due: January 15, 2013

Total:	\$13,000.00
Tax:	\$0.00
Total Invoice:	\$13,000.00

PAY ONLINE, visit <https://www.thepayplace.com/mi/deq/npdes>

MAKE CHECK OR MONEY ORDER PAYABLE TO: **STATE OF MICHIGAN**
 TO ENSURE PROPER CREDIT, SEND THIS PORTION WITH PAYMENT TO:

Michigan Department of Environmental Quality
Cashiers Office - NP1
PO Box 30657
LANSING, MI 48909-8157

C0056635 Ref No: MI0024392

INVOICE NO: 792265
WRD NP1

(Please note or make any mailing corrections below)

City of Wyoming
 Myron Erickson
 2350 Ivanrest Avenue, SW
 Wyoming, MI 49509

For Cashier's Use Only:

--

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE PAYMENT FOR AN EMERGENCY
STREET REPAIR ON CHATEAU DRIVE

WHEREAS:

1. The City owns and operates a water supply system within the City.
2. On November 16, 2012, a six-inch watermain failed on Chateau Drive, which undermined the asphalt road surface from Deepwood Drive to Camrose Court.
3. In order to restore water service and street access to the area, an emergency repair was completed by City staff and Superior Asphalt.
4. The asphalt road surface was repaired by Superior Asphalt for \$17,365.00.
5. Sufficient funds are available in the Water Fund, Transmission and Distribution Main, Repairs and Maintenance Account, 591-441-56200-930.000.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council authorizes the payment of \$17,365.00 to Superior Asphalt.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

Heidi A. Isakson, Wyoming City Clerk

ATTACHMENTS: Staff Report

STAFF REPORT

DATE: December 3, 2012

SUBJECT: Authorization of Emergency Repair, Chateau Drive

FROM: Joseph Wahlfield, Public Works Supervisor

Date of Meeting: December 17, 2012

RECOMMENDATION

It is recommended that the City Council authorize the payment of \$17,365.00 to Superior Asphalt for the emergency repair of Chateau Drive.

SUSTAINABILITY CRITERIA

Environmental Quality

The Public Works Department is ardently involved in the protection of Michigan's natural resources and the public's health and welfare. The City provides safe drinking water and access along the City's streets.

Social Equity

The maintenance of the water supply system and street system within the City provides the same high quality service to all residents without regard to income level or socio-economic status. All of the City's residents enjoy equal access to the benefits of the City's water supply system and street system.

Economic Strength

Repairing the road surface insures the City's economic vitality and preserves the aesthetics of the City. The City's street system is a vital economic resource.

DISCUSSION

On November 16, 2012, a six-inch watermain failed on Chateau Drive. The watermain failure led to the asphalt road surface buckling on Chateau Drive, from Deepwood Drive to Camrose Court. Because the watermain failed and caused the road surface to buckle, an emergency repair of Chateau Drive was required on November 20, 2012.

The watermain was repaired on the night of November 16 to restore water service to the customers. The watermain adjacent to the repair was brittle and prevented the crew from obtaining a pressure tight seal.

On November 19 a crew returned to repair the portion of watermain that prevented the crew from obtaining a pressure tight seal. Because the watermain was brittle, thirty-two feet of watermain was replaced adjacent to the original repair. By replacing the watermain, a pressure tight seal was achieved. The cause of the watermain failure is unknown at this time, but is being investigated.

Due to the nature of the watermain failure and size of the repair, approximately 290 feet of road surface was damaged beyond repair. In order to replace the road surface, a quote was requested from A-1 Asphalt and Superior Asphalt. The quote to replace the road surface included the milling, compaction, grading and placement of the asphalt road surface. A-1 Asphalt, Inc. submitted a quote of \$21,285.00, and Superior Asphalt submitted a quote of \$17,365.00. Superior Asphalt, which submitted the lowest quote, has completed the work.

BUDGET IMPACT

Sufficient funds are available in the Water Fund, Transmission and Distribution Main, Repairs and Maintenance Account 591-441-56200-930.000.

RESOLUTION NO. _____

RESOLUTION TO AWARD SURVEYING
SERVICES TO MEYERS, BUECHE & NIES, INC.

WHEREAS:

1. The City of Wyoming requested proposals from three (3) local surveying firms for the performance of engineering surveys (preliminary surveys and construction staking).
2. All three firms responded with the qualifications of their respective personnel and a rate structure to provide said survey work from January 1, 2013, through December 31, 2015.
3. Upon a review of the surveying qualifications, previous performance, and rate structures, it is in the best interest of the City of Wyoming that the Engineering Surveying Services be performed by Meyers, Bueche & Nies, Inc.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council hereby awards the Engineering Surveying Services to Meyers, Bueche & Nies, Inc. for work from January 1, 2013, through December 31, 2015.

Moved by Councilmember:
Seconded by Councilmember:
Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

Heidi A. Isakson, Wyoming City Clerk

Resolution No. _____

Staff Report

Date: December 10, 2012
Subject: Surveying Contract Award
From: Russ Henckel, Assistant Director of Public Works - Engineering
Meeting Date: December 17, 2012

Recommendation:

Staff recommends awarding the 2013 - 2015 Surveying Services to Meyers, Bueche & Nies, Inc.

Sustainability Criteria:

Environmental Quality – All surveys will support environmental quality within the City of Wyoming.

Social Equity – Survey work will have no direct impact on social equity.

Economic Strength – Survey work will have no direct impact on economic strength.

Discussion:

On November 8, 2012, the City received three qualification and cost proposals from various surveying firms to perform surveying work for Wyoming from January 1, 2013, through December 31, 2015. One of the three firms, was less in overall cost to perform the work, but was not considered due to the size and ability of the firm to adequately meet the needs of Wyoming over the three-year contract. When considering the overall scope of survey work performed within Wyoming, including multiple permit stakings and construction project survey work, two of the three firms are very competitive in cost. Meyers Bueche & Nies, Inc. was selected based upon competitive surveying costs, 15-year history of working with the City of Wyoming in the surveying capacity and a reputable staff.

It is recommended that the City Council award the 2013 - 2015 Surveying Services to Meyers, Bueche & Nies, Inc.

Budget Impact:

Funds are available in the Capital Improvements Fund.

Attachments: Meyers, Bueche & Nies, Inc. Proposal

Unit Price Sheet

(Submit prices in separate envelope provided.)

1. Preliminary Survey Field Work:

- | | | | |
|----|---------------------------|----------------------------|--|
| a. | 100 foot right-of-way | <u>2.50</u> per lineal ft. | <u>8.20</u> per meter |
| b. | 80 foot right-of-way | <u>2.35</u> per lineal ft. | <u>7.70</u> per meter |
| c. | 66 & 60 foot right-of-way | <u>2.15</u> per lineal ft. | <u>7.05</u> per meter |
| d. | Cross-country easement | <u>1.90</u> per lineal ft. | <u>6.25</u> per meter |
| e. | Open area | < one acre
> one acre | <u>0.0125</u> per square ft.
<u>400.00</u> per acre |

2. Preliminary Survey Plotting:

- | | | | |
|----|------------------------------|----------------------------|-----------------------|
| a. | 100 foot right-of-way | <u>1.50</u> per lineal ft. | <u>4.90</u> per meter |
| b. | 80 foot right-of-way | <u>1.40</u> per lineal ft. | <u>4.60</u> per meter |
| c. | 66 foot or less right-of-way | <u>1.15</u> per lineal ft. | <u>3.80</u> per meter |
| d. | Cross-country | <u>1.15</u> per lineal ft. | <u>3.80</u> per meter |

3. Grid Section Field Work and Plotting:

- | | | |
|----|----------|------------------------------|
| a. | > 1 Acre | <u>0.0150</u> per square ft. |
| b. | < 1 Acre | <u>0.0200</u> per square ft. |

4. Reestablishing Lot Corner: 85.00 hourly

5. Construction Staking:

- | | | |
|----|---------------------|---------------------|
| a. | 2-person crew | <u>85.00</u> hourly |
| b. | 3-person crew | <u>99.50</u> hourly |
| c. | Office calculations | <u>49.50</u> hourly |

Contact Person: Bradley E. Meyers, President

Company Name: Meyers, Bueche & Nies, Inc.

Company Address: 1638 Leonard Street, N.W.

Grand Rapids, Michigan 49504-3950

2013 - 2015 Surveying Unit Prices

	Unit	Meyers Bueche & Nies, Inc.	Pathfinder Engineering, Inc.	Schutter Surveying
Preliminary Survey Field Work				
100 ft ROW	lf	\$2.50	\$2.50	\$1.34
80 ft ROW	lf	\$2.35	\$2.20	\$1.07
66 & 60 ft ROW	lf	\$2.15	\$1.80	\$0.88
Cross Country Easement	lf	\$1.90	\$1.80	\$0.67
Open Area				
Less than One acre	sf	\$0.0125	\$0.0150	\$0.0050
More than One acre	acre	\$400.00	\$400.00	\$114.60
Preliminary Survey Plotting				
100 ft ROW	lf	\$1.50	\$1.55	\$0.43
80 ft ROW	lf	\$1.40	\$1.25	\$0.35
66 & 60 ft ROW	lf	\$1.15	\$0.90	\$0.29
Cross Country Easement	lf	\$1.15	\$0.90	\$0.22
Grid Section Field Work and Plotting				
Less than One acre	sf	\$0.0150	\$0.0200	\$0.0030
More than One acre	sf	\$0.0200	\$0.0200	\$0.0030
Reestablishing Lot Corner	hourly	\$85.00	\$85.00	\$78.00
Construction Staking				
2-person Crew	hourly	\$85.00	\$110.00	\$78.00
3-person Crew	hourly	\$99.50	\$125.00	\$106.00
Office Calculations	hourly	\$49.50	\$70.00	\$42.00
Typical Residential Street Project (1/2 Mile)				
2500 Lineal Feet - 66 ft ROW				
Preliminary Survey		\$5,375.00	\$4,500.00	\$2,200.00
Plotting		\$2,875.00	\$2,250.00	\$725.00
Construction Staking		\$3,400.00	\$4,400.00	\$3,120.00
Reestablishing Corners		\$850.00	\$850.00	\$780.00
		\$12,500.00	\$12,000.00	\$6,825.00
Typical Major Street Project (1 Mile)				
5280 Lineal Feet - 80 ft ROW				
Preliminary Survey		\$12,408.00	\$11,616.00	\$5,649.60
Plotting		\$7,392.00	\$6,600.00	\$1,848.00
Construction Staking		\$3,400.00	\$4,400.00	\$3,120.00
Reestablishing Corners		\$850.00	\$850.00	\$780.00
		\$24,050.00	\$23,466.00	\$11,397.60
Typical Driveway Permit				
100 Drives staked Annually		\$170.00	\$220.00	\$156.00
		\$17,000.00	\$22,000.00	\$15,600.00

RESOLUTION NO. _____

RESOLUTION TO EXTEND THE BID FOR
ELECTRICAL SUPPLIES

WHEREAS:

1. As detailed in the attached Staff Report from the Clean Water Plant Maintenance Supervisor, Kendall Electric Incorporated has offered to extend their current bid pricing for electrical supplies through December 31, 2013.
2. Electrical supplies are purchased on an as-needed basis throughout the year and are charged to various departmental accounts with the appropriate account being charged at the time of purchase.
3. It is estimated the City will spend approximately \$42,000.00 for electrical supplies.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Wyoming City Council does hereby authorize acceptance of the proposal from Kendall Electrical Incorporated extending the bid for electrical supplies through December 31, 2013.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

ATTACHMENTS:
Staff Report
Proposal

Heidi A. Isakson, Wyoming City Clerk

Resolution No. _____

Staff Report

Date: December 3, 2012
Subject: Electrical Supplies Purchase Contract
From: Tom Wilson, Maintenance Supervisor

Meeting Date: December 17, 2012

Recommendation:

The current purchase contract for electrical supplies expires on December 31st, 2012. It is my recommendation that the City renew its purchase agreement with Kendall Electric for another year, January 1, 2013 to December 31, 2014. Kendall Electric has proven to be an excellent supplier that provides an excellent product at a competitive price.

Sustainability Criteria:

Environmental Quality – The Clean Water Plant is actively engaged in the protection of Michigan’s natural water environment and the public health of Wyoming’s citizens. As part of our efforts to continue making a positive impact on the environment, it is necessary that our infrastructure and the equipment that keeps it running are maintained in a safe, reliable, and well working condition. Being able to buy electrical items locally, with shorter delivery runs, lessens the environmental impact of longer distance deliveries. Kendall Electric, an Energy Star Partner, has been able to competently provide us with items needed to optimize efficiency and to minimize kilowatt usage.

Social Equity – The Utility function within the City of Wyoming provides the same high quality service to all areas of the City without regard to income level or socio-economic status. All of Wyoming’s residents enjoy equal access to the benefits of our state-of-the-art wastewater and drinking water treatment technologies.

Economic Strength – Regular and proper upkeep of city equipment contributes to the efficiency of the equipment, and to the prevention of untimely and costly repairs or replacement that could potentially interrupt the day to day operations of the Plant. Kendall Electric is a certified Government Sales Division representative and is authorized to provide solutions and product fulfillment through their awarded *supplyFORCE*[™] GSA Schedule. *supplyFORCE*[™] is an entity which has convenient access to all the various leading brands concerned with the manufacturing of electrical products. With this wide network, *supplyFORCE*[™] aims at providing a broad range of services that help us manage our Maintenance Department more effectively and efficiently. In addition, Kendall Electric has held the line on pricing for the past two years.

Discussion:

In November of 2009, we solicited bids from 33 electrical vendors for typical electrical supplies commonly used at the Clean Water Plant. In response, we received bids from five vendors, with two of the bidders only providing pricing on a very small number of the typical supplies we purchase. Of the three complete bids, Kendall Electric Supply Company submitted the low bid.

Per Resolution #23467, dated 12/7/09, Kendall Electric was awarded the electrical material contract for the calendar year 2010. In October of 2010, Kendall Electric offered to extend the purchase contract of 2010 for the 2011 calendar year with no increase in pricing. This contract extension was awarded by Council on November 1, 2010 via Resolution #23720

In December of 2011, with the exception of a 3% rate of inflation increase, Kendall agreed to hold their pricing for another calendar year. Per Resolution #24091 dated 12/19/11, the bid for the purchase of electrical supplies from Kendall Electric was extended through December 31, 2012. Kendall Electric is once again offering to extend the purchase contract for the calendar year beginning January 1, 2013 through December 31, 2013.

Kendall Electric has proven to be an excellent supplier that provides an excellent product at a competitive price. Kendall has also been very responsive in the areas of repair and in assisting in searching out new products.

Budget Impact:

In 2012, the Clean Water Plant has spent an average of \$3,500 per month on the purchase of electrical supplies. It is our expectation that this average will continue to be the same. Purchases of the electrical supplies will be charged to the appropriate account at the time of purchase.



11/26/2012

To the City of Wyoming,

If acceptable Kendall Electric will extend purchase contract# 2010-00000656 with no increase, good from 1/1/13 to 12/31/13. All the same terms and conditions from original bid document will apply.

Sincerely

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

Eddie Streeter
Kendall Electric Incorporated

RESOLUTION NO. _____

RESOLUTION TO ACCEPT A QUOTE FOR
REPAIR OF A SLUDGE HOLDING TANK GEARBOX

WHEREAS:

1. As detailed in the attached Staff Report, from the Clean Water Plant Maintenance Supervisor, the gear box drive mechanism for the sludge holding tank mixer is in need of repair.
2. True-Tech Industries Company submitted a quote for \$11,561.00 to repair the sludge holding tank gearbox.
3. Funds for the sludge holding tank gearbox repair are available in the Clean Water Plant Maintenance and Repair Account #590-590-54300-930000.

NOW, THEREFORE, BE IT RESOLVED:

1. The Wyoming City Council does hereby accept the quote for the repair of the sludge holding tank gearbox by True-Tech Industries Company in the total amount of \$11,561.00.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

ATTACHMENTS:

Staff Report
Quote

Heidi A. Isakson, Wyoming City Clerk

Resolution No. _____

Staff Report

Date: November 29, 2012
Subject: Approve the Repair of a Sludge Holding Tank Gearbox
From: Tom Wilson, Clean Water Plant Maintenance Supervisor
Date of Meeting: December 17, 2012

Recommendation

It is recommended that the City Council approve the repair of the east holding tank gear box as stated in the quotation received from True-Tech Industries. The gear box is the drive mechanism for the sludge holding tank mixer located on the north side of the main building.

Sustainability Criteria:

Environmental Quality – The Clean Water Plant is actively engaged in the protection of Michigan’s natural water environment and the public health of Wyoming’s citizens. As part of our efforts to continue making a positive impact on the environment, it is necessary that our infrastructure and the equipment that keeps it running are maintained in a safe, reliable, and optimal working condition.

Social Equity – The Utility function within the City of Wyoming provides the same high quality service to all areas of the City without regard to income level or socio-economic status. All of Wyoming’s residents enjoy equal access to the benefits of our state-of-the-art wastewater and drinking water treatment technologies.

Economic Strength – Regular and proper upkeep of city equipment contributes to the efficiency of the equipment, and to the prevention of untimely and costly repairs or replacement that could potentially interrupt the day to day operations of the Plant. True-Tech Industries strives to add overall value by improving the longevity and performance of the equipment they service.

Discussion:

During the week of November 4, 2012, we experienced a failure of the gear box that is positioned on the east sludge holding tank located on the north side of the main building. This gear box is the drive portion of the mixer that is used to mix the sludge to keep it suspended, along with lime that is added to stabilize the sludge. Mixing is vital in this process in order to bring the lime into contact with the sludge and to raise the pH level to 12, a state regulation that we must adhere to before land application of the sludge, at this point referred to as biosolids.



Plant staff removed the failed gearbox and sent it to True-Tech Industries for them to disassemble and evaluate for repair. On Tuesday, November 27, we received their report on the cause of failure and a quotation for the repair. The investigation by True-Tech Industries found that the cause of failure was due to damage to the internal oil pump shaft and drive hub which resulted in the failure of additional parts. Two of the gears that were damaged and need to be replaced have to be ordered from England resulting in an estimated repair time of five working weeks. The repair quotation from True-Tech Industries in the amount of \$11,561.00 is attached for your review. True-Tech Industries is not only a qualified service company but also was the supplier of this gear box when the Clean Water Plant purchased it new in 2005.

Budget Impact:

Based on the information presented, it is recommended that the City Council accept the quotation received for the repair of the east sludge holding tank gearbox as submitted by True-Tech Industries in the amount of \$11,561.00. Sufficient funds exist in the Clean Water Plant Maintenance and Repair Account #590-590-54300-930000.



True-Tech Industries Co.

930-4

2967 Interstate Parkway ★ Kalamazoo, MI 49048 ★ Ph. 269-349-6335 ★ Fax: 269-349-7088
jim@truetechindustries.com ★ info@truetechindustries.com ★ www.truetechindustries.com

ATTN: MR. TOM WILSON twilson@wyomingmi.gov (Email rev. 112612)
MAINTENANCE SUPERVISOR, UTILITIES DEPARTMENT
CITY OF WYOMING, MI, CLEAN WATER PLANT
2350 IVANREST AVE., S.W., WYOMING, MI 49418
FAX 816-261-3590 OFFICE PH. 616-261-3573 CELL PH. 616-813-2136
Date: November 27, 2012

No. 8392-WYOC
QUOTATION

IN RESPONSE TO YOUR INQUIRY, WE PROPOSE THE FOLLOWING:

Qty.	Description	Unit price
1 ea.	Referencing your original purchase on p.o. #83784, True-Tech #G794 from 10/13/05: Disassemble & evaluate for repair, True-Tech Industries Spec. #G15-56-1160-V heavy-duty agitator motor reducer (less motor). Ratio 54.379:1.	<u>Discounted:</u> \$800.00 ea.
1 ea.	Repair True-Tech Industries Spec. #G15-56-1160-V heavy-duty agitator motor reducer (less motor). <u>Unit specifications:</u> Input horsepower 15; input R.P.M. 1160; output R.P.M. 20.7. <u>Input mechanical H.P. rating</u> 43.2 H.P. Thermal H.P. rating 90 H.P. <u>Output torque</u> 122,000 lbs./in. <u>Gearing:</u> Triple reduction, helical case hardened & ground. <u>Shaft arrangement:</u> Parallel-vertical. <u>Housing style:</u> Vertical input, vertical output. <u>Bearing arrangement:</u> input pinion gear - Timken taper roller; intermediate gear (2 nd stage) -- SKF double spherical, low speed (3 rd stage) output gear - Timken taper roller. <u>Lubrication:</u> Internal oil pump to all upper bearings, splash oil lube gear train. Gravity oil lube lower bearings, grease lube output lower drywell bearing. <u>Motor:</u> Siemens 15 H.P. vertical 284 TC frame with protective drip pan. 1160 R.P.M., 230V/460V 3-phase <u>Motor coupling:</u> Cone ring coupling #61103-611 Type 03 for 284 TC, 15 H.P. motor, 100 allowable eccentricity (pin and bush type). <u>Agitator coupling:</u> Transition hub, mounted on low-speed output shaft. <u>Lube spec:</u> 6E Synthetic EP ISO 220. Gear Lube (Gear case qty. approx. 5 gal.). <u>Bearing grease:</u> NLGI grade 2 Synthetic Brand mfg.: Mobil SHC 220 or equivalent. Operating temp -20 deg. F to 350 deg. F. <u>Failure analysis:</u> Damaged oil pump shaft and drive hub, due to overload or shock load. Upper end bearings dry ran: lack of lubrication. Second to third stage intermediate bearings and pinion gear broken. Low speed gear damaged. Metal debris throughout unit. <u>Condensed general repair workscope:</u> <ul style="list-style-type: none"> • Pick up unit at customer's facility. • Drain lube from unit. Note: Oil very rusty from moisture. • Disassemble unit. • Strip clean and inspect all components. • Remove, clean and reinstall internal oil feed lines. • Remove damaged oil pump and replace with new. • Remove and discard damaged oil pump drive hub and replace with new. • Hand-lap all gear tooth surfaces to remove surface nicks and scratches. • Remove #1 shaft high-speed bearings and replace with new. • Remove #2 shaft first stage intermediate bearings and replace with new. • Remove #3 shaft second stage intermediate bearings and replace with new. • Remove #3 pinion gear / shaft and discard. Replace with new 16-tooth pinion. • Remove #4 shaft low-speed 77-tooth gear and discard. Replace with new. • Remove #4 shaft low-speed bearings and replace with new. • Remove all seals, gaskets, shims, and replace with new. • Reassemble gear unit to manufacturer specifications. • Mount gear unit to mounting base. • Reinstall transition drive hub on low-speed shaft. • Reinstall input / motor drive coupling hub on H.S. shaft (marked location). • Paint unit. • Fill oil reservoir with Synthetic ISO 220EP gear lube. • Grease dry well bearings. • Deliver unit. <u>Past file notes:</u> Unit had excess internal moisture and rust sludge build-up, causing upper bearing failure. Dessiccant filter/breather assembly actuation protection plugs were not removed by customer (as per instruction sheet supplied with breather), thus causing the pressure to build during run time, and creating an abnormal vacuum during cool-down which drew moisture into unit past shaft seals and possibly dipstick cock.	10,761.00 ea. \$11,561.00 tl. Consisting of: Parts (discounted) \$5,725.00 Gear oil (discounted) \$236.00 Skilled labor (discounted) \$4,800.00

Target delivery: 5 working weeks (A.R.O.) F.O.B. Kalamazoo Terms: 1% 10 days; net 30 days.

By: jhn, aph, rv2

Authorized signature:
Jim Henning, Sr.

THE ABOVE PRICE IS FOR ACCEPTANCE WITHIN 20 DAYS.
ANY CHANGES OR CANCELLATIONS MAY BE SUBJECT TO AN ADJUSTED CHARGE.

Power Transmission Components ★ Specialty Machined Components

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE PURCHASE OF ARGON

WHEREAS:

1. Purity Cylinder Gases, Inc. provided the City with a quotation to continue to supply the City with argon.
2. As detailed in the attached staff report, it is recommended the quotation be accepted.
3. It is estimated the City will spend \$16,224.00 for the purchase of argon in the upcoming year.
4. Funds for the purchase of argon are budgeted in account number 590-590-54310-740000 and 590-590-54710-740000.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby authorize the purchase of argon from Purity Cylinder Gases, Inc. in the amount shown on the attached quotation.
2. The City Council does hereby waive the provisions of Sections 2-252, 2-253, 2-254 and 2-256 of the City Code regarding publication and posting of bid notices, notification of bidders and the bid opening procedure.

Moved by Councilmember:
Seconded by Councilmember:
Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

ATTACHMENTS:
Staff Report
Quotation

Heidi A. Isakson, Wyoming City Clerk

Staff Report

Date: November 28, 2012
Subject: Bulk Argon Purchase
From: Jaime Halm, Utilities Laboratories Manager
Meeting Date: 17 Dec 2012

Recommendation:

The current purchase agreement for bulk argon gas expires on December 31st, 2012. We are recommending that the City renew its purchase agreement with Purity Cylinder Gases, Inc. for another year. The Clean Water Plant utilizes argon gas to run a critical laboratory instrument, and the relationship we have had with Purity has been a very advantageous one, since they also give us their liquid lime by-product for free (we pay for transportation only).

Sustainability Criteria:

Environmental Quality – The Clean Water Plant is actively engaged in the protection of Michigan's natural water environment and the public health of Wyoming's citizens. A large part of this work is conducting laboratory analysis to quantifiably document our compliance with permit limitations and treatment success. This analytical work would not be possible without the use of argon gas, an otherwise inert element. By buying in bulk, we are able to get the product we need with fewer truck runs, which means lesser environmental impact. Additionally, we utilize a by-product of Purity's in our biosolids program, calcium hydroxide (aka liquid carbide lime), which offers numerous environmental benefits as well (see discussion below).

Social Equity – The Utility function within the City of Wyoming provides the same high quality service to all areas of the City without regard to income level or socio-economic status. All of Wyoming's residents enjoy equal access to the benefits of our state-of-the-art wastewater and drinking water treatment technologies.

Economic Strength – By maintaining our own independent laboratories in the Utilities Department, we are able to keep our costs as low as possible, while generating more analytical data in which we have higher confidence. Buying in bulk reduces overall cost versus buying smaller cylinders that need to be replaced more often.

Discussion:

An inductively coupled plasma spectrophotometer (ICP) such as we use in the lab at the Clean Water Plant consumes argon gas to make a plasma. The plasma provides the form of energy involved in the detection of heavy metals in water samples. To minimize our argon costs, we have installed a facility to utilize a bulk storage tank located just outside our main building. The tank is owned by Purity and the City leases it and buys argon from them. Since 2004, the contract has been renewed annually as our

relationship with Purity has been an excellent arrangement that has given us a reliable source at a very economical price.

Although there is one other provider of bulk argon in town, changing suppliers would require us to change over to a different hard-plumbed high pressure storage tank, which would be very expensive and impractical. Moreover, Purity is the Wyoming company that gives us liquid carbide lime *for free*, which we then use to stabilize our biosolids, a cooperative arrangement that saves us approximately \$4,000 per month and has for the last 20 years or so.

Budget Impact:

As you can see on the attached quote, the price for bulk argon for the year 2012 will be \$4.70/hcf, which is a slight increase over the price we pay now of \$4.60/hcf. In talking with Purity about this increase, we were made to understand that their supplier, a large international firm called Linde AG, has passed along their energy-related cost increases to Purity. Linde AG cites increases in the energy used to produce all their industrial gases and in transportation. Purity is not adding any additional margin.

Based on our past usage, we estimate that this price increase will have an overall impact on our budget of \$324 per year, or about \$27 per month. On average in 2012, we spent about \$1352 monthly with Purity on the purchase of argon. Purity's increase in the price of argon is small compared with the thousands of dollars we save every year by utilizing Purity's carbide lime by-product.

Approved: Myron Erickson 4 Dec 2012





Since 1938

Purity Cylinder Gases Inc.

www.puritygas.com

2580 28th ST. S.W. PO BOX 9390
GRAND RAPIDS, MI 49509-0390
PHONE (616) 532-2375 . FAX (616) 532-5626
Customer Service FAX (616) 532-1022
E-MAIL gr@puritygas.com

Grand Rapids, MI
Cadillac, MI

Kalamazoo, MI
Traverse City, MI

Lansing, MI
Saginaw, MI

Battle Creek, MI
Warsaw, IN

Mt. Pleasant, MI
Elkhart, IN

December 1, 2012

City of Wyoming
Attn: Jaime Halm
1155 28th St SW
Wyoming, MI 49509

Dear Jaime:

We at Purity Cylinder Gases thank you for the opportunity to serve your industrial gas requirements and remain committed to providing you with the quality products and services expected from us. The costs associated with providing these products and service levels continue to rise. Energy costs, a major factor in industrial gas production and distribution, are again on the increase.

In order to partially cover increased costs, your pricing will be revised as follows:

Bulk Argon - \$4.70 per 100 cf

The pricing will be effective January 1, 2013.

We value your business and appreciate the opportunity to supply your industrial gas requirements.

Sincerely,

PURITY CYLINDER GASES, INC.

John Gregg

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE PURCHASE OF
EAGLE TRAFFIC SIGNAL AND 3M OPTICOM SYSTEM EQUIPMENT

WHEREAS:

1. The City uses Eagle Traffic Signal and 3M Opticom System Equipment.
2. As detailed in the attached Staff Report, it is recommended the City accept a quotation from Carrier and Gable, Inc. to provide Eagle Traffic Signal and 3M Opticom System Equipment.
3. The equipment will be purchased on an as-needed basis throughout the year and sufficient funds have been budgeted in the Major Street, Traffic Maintenance supplies account number 202-441-47400-775.000 and it is estimated the City will spend approximately \$85,000.00 for the Eagle Traffic Signal and 3M Opticom System equipment.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby authorize the purchase of Eagle Traffic Signal and 3M Opticom System Equipment from Carrier and Gable, Inc.
2. The City Council does hereby waive the provisions of Sections 2-252, 2-253, 2-254 and 2-256 of the City Code regarding publication and posting of bid notices, notification of bidders and the bid opening procedure.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

ATTACHMENT:
Staff Report

Heidi A. Isakson, Wyoming City Clerk

STAFF REPORT

DATE: November 12, 2012

SUBJECT: Purchase Authorization, Traffic Signal Equipment

FROM: William Scott Zastrow, P.E., Assistant Director of Public Works

Date of Meeting: November 19, 2012

RECOMMENDATION

It is recommended that the City Council authorize the purchase of Eagle Traffic Signal and 3M Opticom System equipment from Carrier & Gable, Inc., for the fiscal year 2012-2013.

SUSTAINABILITY CRITERIA

Environmental Quality

The Public Works Department is ardently involved in the protection of Michigan's natural resources and the public's health and welfare. In order to continue to protect the environment and the public, the City's traffic signal system needs to be maintained in an optimal working condition.

Social Equity

The City's traffic signal system provides the same high quality service to all residents without regard to income level or socio-economic status. All of the City's residents enjoy equal access to the benefits of the City's traffic signal system.

Economic Strength

Maintaining the City's traffic signal system provides the businesses and residents of the City with safe and reliable service. A properly maintained traffic signal system can decrease the amount of traffic congestion and travel time through the City.

DISCUSSION

The Public Works Department has standardized on the use of Eagle Traffic Signal and 3M Opticom System equipment to control the traffic signals within the City. Standardizing has reduced the amount of inventory required for the maintenance of the traffic signal system. Standardizing has also simplified the training required for the traffic signal system.

Eagle Traffic Signal and 3M Opticom System equipment is only available from Carrier & Gable, Inc., in the State of Michigan. Carrier & Gable, Inc. has submitted a quote for the items the Public Works Department may purchase over the next 12 months. Because Carrier & Gable, Inc. is the only source in Michigan, the City Council will need to waive the provisions of Sections 2-252, 2-253, 2-254 and 2-256 of the City Code regarding publication and posting of bid notices, notification of bidders and the bid opening procedure.

BUDGET IMPACT

The City has budgeted \$85,000 for the purchase of the Eagle Traffic Signal and 3M Opticom System equipment, which is the same as budgeted for fiscal year 2012. Sufficient funds are budgeted in the Major Street Fund, Traffic Services, Maintenance Supplies account, 202-441-47400-775.000.

RESOLUTION NO. _____

RESOLUTION TO AWARD A BID FOR CITY ORDERED DEMOLITION OF STRUCTURE
AT 2675 28TH ST. S.W. TO PITSCH WRECKING

WHEREAS:

1. On November 1, 2012 the Housing Board of Appeals held a public hearing on the City's order to repair or demolish these premises. The HBA concurred with City issued orders and directed staff to proceed with demolition.
2. Environmental Quality will be maintained as the demolition contractor will meet all State and Federal standards for removal of building in regard to possible asbestos removal.
3. Social Equity will be maintained as removal of the structure will enhance the neighborhood for the surrounding businesses and provide a clear lot for future development.
4. Economic Strength of this property and the area is increased due to removal of an abandoned structure in disrepair. This creates higher marketability for sale and development.
5. Formal bids have been obtained on the below listed and the low bidder has been selected.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby award the bids for the listed item as recommended in the attached Staff Report and summarized below.

Item	Recommended Bidder	Cost
Demolition of structure at 2675 28 th St. S.W.	Pitsch Wrecking	\$15,000

Moved by Councilmember:
Seconded by Councilmember:
Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

Heidi A. Isakson, Wyoming City Clerk

ATTACHMENTS:
Staff Report

STAFF REPORT

DATE: December 12, 2012

SUBJECT: Bid Award – Demolition of 2675 28th St. S.W.

FROM: James DeLange, Chief Building Official

CC: Rebecca Rynbrandt, Director Community Services/Inspections

Date of Meeting: December 17, 2012

RECOMMENDATION

The Inspections Department recommends that the City Council award a bid to Pitsch Wrecking, to demolish the commercial structure at 2675 28th St. S.W. in the amount of \$15,000.

DISCUSSION

This wood frame commercial building was constructed in 1977 as a Texan Restaurant. Its use as a restaurant continued for many subsequent years under various names, lessees, and owners. The building has been vacant for 1-2 years. The building evidences considerable lack of maintenance and the roof systems in areas is structurally compromised. The Inspections Department has issued Repair or Demolish Orders. All attempts to notify the owner of record or real estate agent have not been successful. This case was brought to the Housing Board of Appeals November 1, 2012. The HBA concurred with staff's determination and voted to proceed with demolition. Demolition includes removal of the building, foundation, concrete work and paving, capping of the utilities at the property line, grading the site level and removal of the sign structures. On November 13, 2012 the City of Wyoming Clerk received two bids for demolition of the structure at 2675 28th St. S.W. Nine requests for bids were sent out. Two bids were received, the lowest being \$15,000 from Pitsch Wrecking. Costs of demolition plus City Code authorized additional 50% resulting in a cost to the property owner(s) of \$22,500 recoverable by tax lien if necessary.

BUDGET IMPACT

Sufficient funds have been budgeted in the Building Inspection Fund Code Enforcement Housing Demolition Account 249-372-37220-964.000.

RESOLUTION NO. _____

RESOLUTION FOR AWARD OF BIDS

WHEREAS:

1. Formal bids have been obtained on the below listed items.
2. The bids received have been reviewed and evaluated as per the attached Staff Reports.
3. The Demolition Services will require approval of the attached budget amendment.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby award the bids for the listed items as recommended in the attached Staff Reports and summarized below.

Item	Recommended Bidder	Cost
Demolition Services – 16576 New Holland St.	Specialized Demolition Inc.	\$8,500.00
Demolition Services – 4500 - 96th St.	Specialized Demolition Inc.	\$18,500.00
Three Front Plow Assemblies Installed	Hoekstra Truck Equipment	\$13,491.00

2. The City Council does hereby approve the attached budget amendment which is required for the Demolition Services.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on: December 17, 2012.

ATTACHMENTS:
Staff Reports
Budget Amendment

Heidi A. Isakson, Wyoming City Clerk

Resolution No. _____

STAFF REPORT

Date: December 5, 2012
Subject: Proposal for Demolition Services
From: Robert Veneklasen, Operations Supervisor
Meeting Date: December 17, 2012

Recommendation:

It is recommended the City authorize Specialized Demolition, Inc. to perform demolition and removal/recycling of the structures located at 16576 New Holland Street, Holland, MI and 4500 96th Street, Zeeland, MI at a cost of \$8,500.00 and \$18,500.00 respectively; for a total cost of \$27,000.00.

Sustainability Criteria:

Environmental Quality – By demolishing these structures we are eliminating potential blight and to ensure that the City of Wyoming and its customers have safe drinking water and fire protection.

Social Equity – The utility function within the City of Wyoming provides the same high quality service to all areas of the City without regard to income level or social economic status. All residents enjoy access to services provided by our water and waste water utilities.

Economic Strength – By soliciting proposals from qualified firms to perform these building demolitions the Utilities Department is insuring that we get the best value for this necessary service. This results in the lowest rates possible for our residents and customers.

Discussion:

The Wyoming water treatment system owns a parcel of land east of the plant grounds, originally purchased for water storage tank expansion. The project is to demolish the single story residence and retain the pole barn at the New Holland Street site. The 96th Street site planned for the future booster station and requires demolition of both the residence and barn to facilitate this use.

All hazardous materials, such as asbestos will be properly removed and disposed in a type II landfill along with other debris from the demolition. The concrete will be hauled to a recycler. Sand will be used to fill the basement areas and topsoil will be spread to restore the site.

Competitive bids were solicited for this work with responses as follows:

Address	Specialized Demolition Inc.	Pitsch Companies	Kiek's Excavating, LLC	Eco Demolition Inc.
16576 New Holland Street	\$8,500.00	\$9,800.00	\$7,850.00	\$8,800.00
4500 - 96th Street	\$18,500.00	\$19,000.00	\$27,900.00	\$29,500.00
Total	\$27,000.00	\$28,800.00	\$35,750.00	\$38,300.00

I recommend the City authorize the services of Specialized Demolition for removal of the structures as the lowest responsible bidder at a cost of \$27,000.00.

Budget Impact:

Funds needed for this activity are available in account 591-591-55300-930000 and 591-591-56300-930000. In addition a budget amendment of \$12,000.00 from working capital will be needed to adequately fund the project.

Cc: B. Dooley
G Caron

STAFF REPORT

DATE: December 4, 2012
SUBJECT: Bid Award, Front Plow Assemblies
FROM: Ted Seil, Motor Pool Supervisor
Date of Meeting: December 17, 2012

RECOMMENDATION

It is recommended that the City Council award the bid for three front plow assemblies to the lowest qualified bidder, Hoekstra Truck Equipment.

SUSTAINABILITY CRITERIA

Environmental Quality

The Parks and Recreation Department is ardently involved in the protection of Michigan's natural resources and the public's health and welfare. Front plow assemblies are utilized on small pickup trucks to remove snow from parking lots and pedestrian paths to provide safe egress of these areas.

Social Equity

Snow plowing is provided at all City owned parks and facilities without regard to income level or socio-economic status. All of the City's residents enjoy equal access to the benefits of the City's parks and buildings.

Economic Strength

The use of front snow plow assemblies allows the Parks and Recreation Department to provide high quality snow removal. The high quality snow removal allows the Parks and Recreation Department to maintain access to the City's parks and buildings throughout the year.

DISCUSSION

The Parks and Recreation Department operates the City's parks and maintains the parking lots at some City buildings. In order to provide access the City's parks and buildings during the winter months, the snow must be removed from the parking lots and pedestrian paths by plow trucks.

The snow plows are pickup trucks equipped with front plow assemblies. The front plow assemblies are eight foot wide and hydraulically operated.

To acquire the front plow assemblies, twenty-one requests for bid were sent out by the Purchasing group. On Tuesday November 20, 2012, the City Clerk received seven bids. Hoekstra Truck Equipment submitted lowest qualified bid of \$13,491.00 for three installed front plow assemblies.

The Parks and Recreation Department currently utilizes four front plow assemblies by Western. Each manufacturer has a unique mounting system to the pickup truck. The unique mounting system does not allow a pickup truck to use the plow from a different manufacturer in an emergency.

B&B Truck Equipment submitted a bid for Snow Boss and Snow Dogg front plow assemblies. Fillmore Equipment submitted a bid for Quick Silver front plow assemblies. Because the mounting systems of B&B Truck Equipment and Fillmore Equipment are incompatible with the Parks and Recreation Department's existing equipment, the Parks and Recreation Department has requested to exclude the bids of B&B Truck Equipment and Fillmore Equipment.

BUDGET IMPACT

Sufficient funds are available in the Motor Pool Fund, Depreciation and Reserves, Capital Outlay Equipment account, 662-441-58500-985.000

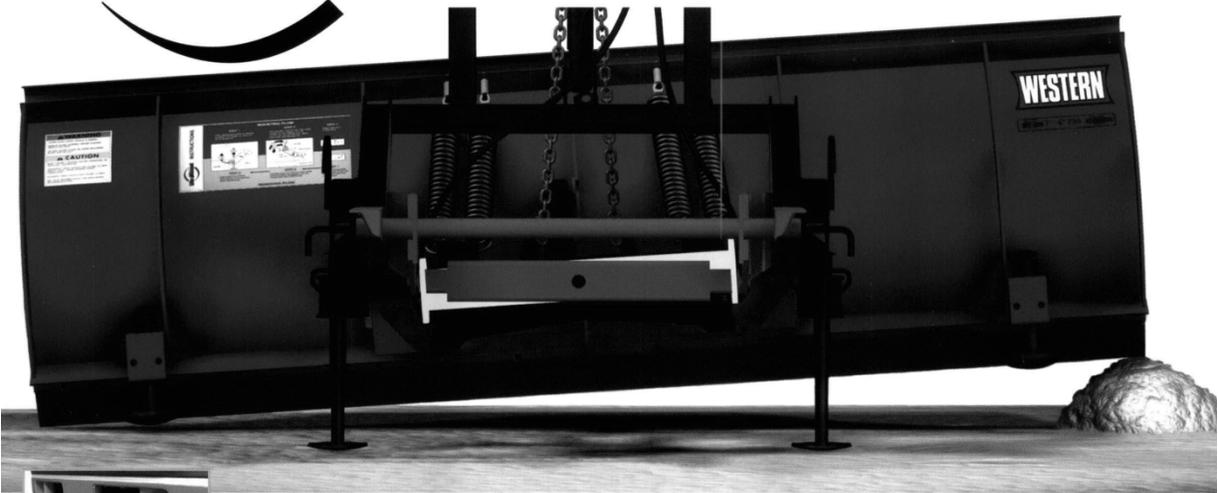
BID TABULATION

Bidder	Bid Price for One	Total Bid Price for Three	Make and Model of Equipment Bid
B&B Truck Equipment	\$3,670.00	\$11,010.00	Did not meet specifications
Fillmore Equipment	\$4,359.00	\$13,077.00	Did not meet specifications
Hoekstra Truck Equipment	\$4,497.00	\$13,491.00	Western Ultra Mount Pro Series 2
Truck & Trailer Specialties	\$4,499.00	\$13,497.00	Hiniker Model 2803
Truck & Trailer Specialties	\$5,102.00	\$15,306.00	Alternate Scoop Plow
Arista Truck Systems, Inc.	\$4,666.00	\$13,998.00	Western 8' Pro Plow Ultra Mount
B&B Truck Equipment	\$4,790.00	\$14,370.00	Boss 8' Steel Super Duty

ULTRAMOUNT[®]

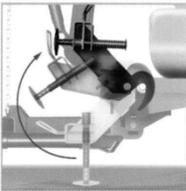
THE BEST ON/OFF SYSTEM IN THE BUSINESS

UltraMount[®] is simply the best attaching/detaching system available – just ask anyone who has tried it! While the competition relies on complicated (and fallible) electric and hydraulic systems, UltraMount is mechanical and incredibly fast and simple. With large receiver brackets and a PIVOT BAR to make drive-in alignment accurate every time, it's easy to see why contractors agree that UltraMount is the best system in the business.



RECEIVER BRACKETS

The extra-wide flared receiver brackets are incredibly easy to drive into – no sight system necessary. For maximum off-season ground clearance, simply remove the two receiver brackets. No tools required!



QUICK & EASY ATTACHMENT

Drive into the receiver brackets, then grab the shoe handle and pull it up – the spring-loaded shoe will pop up. Pull the lock pin (in red) and rotate the handle up. Repeat on the other side, then plug in the electrical connections.

PIVOT BAR

A rotating PIVOT BAR allows the drive-in points to remain level – even when the blade is on uneven terrain. This means your drive-in alignment will always be accurate, saving you time and frustration. The PIVOT BAR also allows the blade to pivot while plowing, resulting in a cleaner scrape on uneven ground and more even cutting edge wear.

