



CITY OF BURTON
BURTON CITY COUNCIL MEETING
MARCH 1, 2021
MINUTES

Council Chambers

Regular Meeting

7:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by President Steven Heffner at 7:00 PM.

A. MEETING INFORMATION

Burton City Council
Hosted by Racheal Boggs

<https://cityofburton.my.webex.com/cityofburton.my/j.php?MTID=m4b9f075041bd9d86640074871679093c>

Monday, Mar 1, 2021 7:00 pm | 2 hours | (UTC-05:00) Eastern Time (US & Canada)

Meeting number: 142 039 2341

Password: BCC2021 (2222021 from phones and video systems)

Join by video system

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You can also dial 173.243.2.68 and enter your meeting number.

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Access code: 142 039 2341

B. INVOCATION LED BY: GREG FENNER

C. THE PLEDGE OF ALLEGIANCE IS LED BY: GREG FENNER

D. ROLL CALL

Council Members attending through the virtual forum must state their name and physical location for the record.

Mr. Heffner, Burton, MI

Mrs. Conley, Burton, MI

Mr. Martinbianco, Burton, MI

Mr. O'Keefe, Burton, MI

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Councilman	Remote	
Dennis O'Keefe	Councilman	Remote	
Steven Heffner	President	Remote	
Danny Wells	Councilman	Present	
Vaughn Smith	Councilman	Remote	
Gregory Fenner	Vice President	Present	
Christina Conley	Councilwoman	Remote	

E. STAFF PRESENT

Duane Haskins, Mayor
Racheal Boggs, City Clerk
Charles Abbey, DPW Director/HR
Brian Ross, Police Chief
Kirk Wilkinson, Fire Chief
Mike Vogt, Assistant Fire Chief
Ann Abbey, Assessor
Amanda Doyle, City Attorney
Steve Phillips, IT Director

F. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Feb 15, 2021 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Gregory Fenner, Vice President
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, O'Keefe, Heffner, Wells, Smith, Fenner, Conley

G. ADMINISTRATIVE REPORTS

Mayor Haskins stated Burton resident Mary Burnaine passed away on Friday February 19, 2021. She was 64 years old. Mary was a Burton Election Inspector at Bendle Middle School for many years. She was an active member of the Burton Senior Center where she sometimes filled in as our shuttle driver. Mary also spent 27 years as a school bus driver at Grand Blanc and Bendle Schools. Please keep Mary's family in your thoughts and prayers. She will be deeply missed by the city and the Burton community. On item #5 on the agenda, there is a typo. It should not say amend, it should say approve. I am asking if the Legislative Committee will meet regarding Ordinance 30.03 in regards to the Assessor and Clerk salary. In January of 2019, these two positions were left out of any pay increases because we had a contractor as the Assessor and we did not have an approved Clerk at that time. I have given Legislative Chairman, Mr. Fenner back-up materials as far as comparables. I would like to ask to have a meeting about this to try to make it right because of the charter five; these are the only two that did not have an increase. I would like to know the council's feelings on the Memorial Day festivities. We are diligently trying to get sponsors and help. If we are unable to get the normal donations, will the council be willing to transfer money that was not used from the Easter Egg Hunt and other activities that were in the budget to help out with the festivities and fireworks if we can't generate enough money? We do have the fireworks and the parade scheduled. We did reach out to MDHHS along with our County Health Department and they told us they had no idea where we would be sitting in May. They do know that having outdoor activities lessens the spread of Covid and they feel that we should be fine. We do not have any indoor activities planned for that time. We do still have some money budgeted for Memorial Day. This is just in the event that we cannot get enough donations. I would like to report on some of the tragedies that have been happening in Burton over the past few months. Crime is actually down in Burton compared to 2019 in a lot of areas. We have had more drug forfeiture type of arrests. There have been more CCW violation arrests. We have also had way less traffic crashes in 2020 versus 2019. There were a couple of homicides in 2020 but they were not directly related to the City of Burton, they just ran over this way. Overall, it is looking positive. We have talked quite a bit about Belsay Road and Bristol Road; Mr. Wells has brought it up a few times. At the last meeting, Mr. Abbey informed you that there was money for the lighted stop signs at the intersection. Just to give you an idea of the statistics, over the last year and three months, Belsay and Bristol was at the bottom of the list for traffic crashes. There were eight crashes and none fatal or serious injury. Center and

Lapeer, Center and Loder and Belsay and Atherton were the four lowest for traffic crashes. Our highest one at 34 crashes was Bristol and Grand Traverse.

H. COMMITTEE REPORTS

Mr. Fenner stated in regards to a Legislative Meeting Concerning these two positions, I would like to ask my colleagues who are on the committee, if that is something they would like to look into.

Mrs. Conley stated that's fine with me.

Mr. Martinbianco stated it is up to you, Mr. Chairman.

Mr Fenner stated he would like to schedule it prior to the next council meeting at 6 p.m. I think the Mayor has done a good job at getting it to us in a timely manner so that we can look at it as a committee and make a recommendation to the council as a whole.

I. AUDIENCE PARTICIPATION

Public Comment may be sent to: publiccomment@burtonmi.gov. Comments received prior to the meeting will be read into the record.

Comments received and read by the City Clerk:

Kevin Burge of Burton spoke regarding the Mental Health Millage on the ballot May 4, 2021. This could have been done in November and would have saved the taxpayers \$200,000. I don't believe you should ask to increase taxes on people in the middle of a pandemic.

Mr. O'Keefe stated he would like to respond to Mr. Burge. The 911 millage is a renewal however, it has to be done in May because that is when it expires. If we had to go until November without the income, we would not have 911 again. I would be very curious because I was under the understanding that the local municipalities are not responsible for paying for this. I thought that because it was approved by the county, they would pay for it.

Mr. Heffner stated I am sure our Clerk can clear that up. Who is going to pay for it?

Ms. Boggs stated the local units are responsible for paying for our staff of election workers and costs associated with polling locations. The county will pay for things such as ballots, precinct kits and supplies.

J. COUNCIL DISCUSSION

Mayor Haskins stated I forgot to bring up an item regarding 911. Genesee County 911 has decided to go with a new RMS program which is a reporting system that will put every police agency, if they opted in, on the same reporting system. The system that 911 opted to go to is costing \$1.4 million. There are a couple things that Burton is not comfortable with. We just switched over to an RMS system called Premier One a few years ago. The reporting was supposed to be statewide as long as you were on that Premier One system. It costs us \$7,000 a year to be on the system. Now, with the new system that 911 is going to, it will now cost the city of Burton \$12,000 a year. If we opted not to go with the new system and stay with Premier one, 911 came up with a formula and a fee that it will cost us for opting out. This comes to roughly \$3,400 per year. I bring this to your attention because they are having an Executive Board Meeting on Thursday of this week and Mr. O'Keefe probably knows when the General Membership Meeting will be. It sounds like the majority of police departments are going to switch to this new system and 911 is going to do it whether they have everyone on board or not. We are not sure what direction Burton is going to go. I do know the Sheriff's Department cannot afford to go to it because it will cost the Sheriff's

Department over \$380,000 and \$180,000 a year to go to the new system. This has nothing to do with the millage that was proposed, it is something totally different but I wanted to give you a heads-up on it.

Mr. O'keefe stated I am the council's representative for this organization and every time I get information, I send it to the Mayor, Mr. Abbey, and both Chiefs. This is the first I've heard that our city is not endorsing this program. I wish I would have known this a little sooner. All of my comments have been very positive and that is because this is a very small increase. The one thing I have learned about 911 is that it is all about technology. It is ever-changing because the minute they buy something it is obsolete. I am sure there is a good reason for this enhancement. They are great people and doing a phenomenal job. I would like to be in the loop with the city a little more because I am representing the city.

Mayor Haskins stated that is why I gave you this report. This wasn't going to be a big deal, you were either in or you were out. Now, all of a sudden, on Friday, they came up with additional charges if we wanted to stay on your old system. We weren't originally going to go with it because the reporting systems don't coincide with one another. It is way too complex of a process to switch it. For instance, any open cases you have in the old system, they will have to be re-entered into the new system. This is for warrants, arrests and case files. We just recently got caught up on our current system so, there is a lot more behind this. Spring Tremaine stated at the meeting on Friday that she didn't realize there were any departments that didn't want to go with this. I think they should have figured that out before they signed a contract. The cost is not a significant amount; it is more about the background behind going to the system. If the Sheriff's Department and County Jail are not going with the system, that means anyone we have in jail now will not coincide with our reporting systems either. We are just learning the new information that came to us on Friday and wanted to bring it to your attention. It is my understanding that it was not presented to the executive board or voted upon.

Mr. O'Keefe stated the meeting is next Tuesday and I am going to have to vote. I would like to vote for my city, not for myself, so somebody needs to give me a little direction on what they want me to do.

Mayor Haskins stated I just want to make it clear, there is no vote. It is already done. 911 has already signed the contract with the other company.

Mr. O'Keefe stated we will have discussion and I would like to know what the city's stance is on this, so I am not blindsided.

Mayor Haskins stated the executive board is meeting on Thursday and either the Chief or I can give you a call to discuss it and go over it. She was not going to bring it to the general membership. The Police Chiefs and Fire Chiefs were the ones who stated it should go to the general membership.

Mrs. Conley stated a while back, we discussed putting in a new fence at Water Tower Park and using some of the Parks and Recreation money for that. I don't know if you have been out there yet but we would like to move the fence in a little more on the sides and in front because the plow pushes the fence in and ruins it. My question is should we get someone out there to bid it so we have it for the upcoming budget or do we talk about it during the budget and then bid it out?

Mayor Haskins stated during the last discussion that I recall, I thought Mrs. Conley was going to check on some things and get back with us on it.

Mrs. Conley stated I did have someone come out and give us some ideas and I can bring

that to you but I thought it had to go through the city purchasing agent. I can measure it and I would like Mr. Abbey to come with us and see what we are talking about. If you want me to get three bids and bring them in, I will be happy to do it.

Mr. Abbey stated we do not want you to give us those bids or quotes with prices because it is not fair to the people that gave them to you. What we would like is the specs from the quote so we can write a spec for everyone and they can get in under the bidding process. They are sealed bids and it is not fair because everybody can see what they did. We like to bid Apples to Apples.

Mrs. Conley stated she talked to Steve about this and would like to have a fundraiser for the Veteran's Park. Maybe we could put some new pavers and walls in there because there are a lot of names that want to be added to it. Before any of that happens, my question is do you mind if we take the dirt and plants out of there and start fresh? I will do the work and find someone to help me. I think this should be done first before we do anything else.

Mr. Abbey stated I don't think that is a problem. If you are talking about erecting a new wall, that can get somewhat tough. We do have space there on the auxiliary walls. The side panels are empty and that is where they started putting the extra plates. You can add additional plates there.

Mayor Haskins stated I know we were setting money aside and there is about \$20,000 in the memorial fund to do pavers. It is just a matter of how much it will cost and if we have enough money. We have a lot of things in our city that have been neglected over the past few years and we are trying to work on them and fix them up. We are talking about a Police Department building that was built over 30 years ago; City Hall was built over 20 years with absolutely no improvements done to the buildings since they were built. The DPW parking lot is the same thing. We are still working hard and diligent on saving money and getting these projects moving in the right direction. I think the memorial should be at the top of our list, to try and get it spruced up.

Mrs. Conley stated that's why I was asking so we can start before all the outside projects begin and we are not going back to do it after everything else is done. We have to start somewhere. We can talk about it during the budget.

Mr. Heffner stated as far as putting names on the wall, there is no more room to do that. We are at the point where we have to start putting up new walls.

Mayor Haskins stated there is still room on the sides. We can put names on there.

Mr. Heffner stated I have been in contact with Grand Blanc Cement Products, which is where the original walls came from, and they seem eager to work with us. I don't want to do it on my own and overstep my bounds. I would like the Mayor or Mr. Abbey to come with me. We have the money to get the pavers going but we will need an architect for the walls.

Mrs. Conley stated remember, we did have a fundraiser to help with that but, then the COVID came.

Mr. Heffner stated I have the paperwork to sell the pavers and that will be a way to raise money. My ultimate goal is to have bronze statues out there. One to represent each of the six services.

Mr. Smith stated I apologize to the residents and the council for being late tonight.

Mr. Wells stated we have a meeting set for the Assessor and Clerk. We talked about moving

money to make Memorial Day happen. I think this has to happen. We have to honor our soldiers. Do we send this to finance? As far as the Veteran's Memorial, can we have someone put the application for the memorial on our website so people can download them and fill them out. We have had several people in the last week or so interested in putting names on there. Some of them don't want to have to pay the \$50.00. I paid for my dad, grandpa and uncle. In my opinion, there is always a way to help them out. We have a couple appointments tonight. Jim Craig has been an asset to the city for a long time going back to the Gus Macker days. Jeremy Scharrer, I hear his name a lot from Mrs. Conley so, I will be voting to put them both back on the Parks & Recreation Commission tonight. As far as the roads, I think we are moving forward in the right direction now. I still want to try to find a way to do something for the people on Bristol Road. All the meetings are online now and with so many people involved, it is hard to keep up with it. We need to try to get some TIP money and take care of Bristol Road; the sooner, the better. I can't believe 911 would force everyone to move to the new system without some kind of discussion. It is mind-boggling. I am sure Mr. O'Keefe will get to the bottom of that.

Mr. Heffner stated I agree with you about 911. It makes no sense. Isn't the Sheriff's Department the largest law enforcement agency in our county, and they are not involved with it?

Mayor Haskins said, yes, sir. They can't afford it. The Sheriff's Department proposed that if the new company put the system in the jail at no cost, they could swing the \$180,000 a year. They were told no. The Sheriff's Department would have to come up with over \$380,000.

Mr. Heffner stated that is amazing that someone at a desk can make that decision for the entire county without asking us if we can afford it.

Mr. Martinbianco stated it sounds like taxation without representation, Mr. President.

Mr. Heffner stated it is like the May Election. I understand what Mr. O'Keefe was saying, that 911 has to be voted on by May but they knew that last November. They could have tagged it on to last November's election and saved everyone a lot of time and money. We know why they do May elections. I am not going to sugar coat it. They are trying to sneak a lot of this over. It's not the 911 that is trying to sneak over, it's the other one. That's another thing we will have to dissect before May.

Mr. Fenner stated I am feeling the same way. For 911 to propose a system that the county won't take part in and then hope or insist that the local governments do, I am not understanding how this came about in such a manner. No disrespect to Mr. O'Keefe because I am sure he had no idea that the Sheriff's Department would not be part of the new system. It is hard for me to understand.

Mr. Heffner asked, are we the third or fourth largest Police Department in the county?

Mayor Haskins stated if you go by Police Departments, not the Sheriff's Department, we are the third largest. There is City of Flint, Grand Blanc Township and Flint Township and then us and Grand Blanc Township and Flint Township are only larger by a couple officers. I understand the premise behind it and I don't want to stir anyone the wrong way. To get everybody in the county on the same reporting system is a fabulous idea. I think it should have been presented to the elected official body and not just the Police and Fire Chiefs. It should have been brought to each municipality to talk about the changes and what they're aspiring. It was thrown in our lap. It was not that big of an issue at first because we had the option to opt in or out. At that time, we were going to opt out because of all the time and everything it was going to take to switch over. It's going to take two years to get this up

and running so they are predicting switching over completely by 2023. If we don't switch over, now it is going to cost us an additional \$3,400, \$240 per MDT we have in our cars. So, it will cost about the same as the new system.

Mr. Martinbianco stated by their own admission, by 2023, it will be obsolete and they will be looking for a replacement.

Mayor Haskins stated we were told that Premier One will be doing a major upgrade to their system and when they do that, their cost per year is supposed to go up as well. We don't have confirmation on it yet but it was presented to us by the Director and Assistant Director on Friday. I wish this was brought more to our attention. 911 works for us and our residents. When they are going to make a purchase of this nature, I think we should have been informed and contacted directly from 911. They let the Police Chiefs make the decision instead of going to the elected body. We are responsible to one entity and that is our taxpayers. They are throwing costs out there without going over all of this. This should have been presented to us in a different fashion. It wasn't. It is here and we will see where it goes from here.

Mrs. Conley stated nothing has been normal for some time now because of the COVID. You would think they would work with us and put the millage on the November ballot because of what we are all going through and to save everybody money from having a special election.

K. COUNCIL ACTION

1. Approve and authorize the payment of Attorney Billing (Doyle) 2/10/21 to 2/23/21 in the amount of \$3,166.50.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Gregory Fenner, Vice President
AYES:	Martinbianco, O'Keefe, Heffner, Wells, Smith, Fenner, Conley

2. Approve and authorize the Mayors re-appointment of Jim Craig, 6295 Hidden Trails Burton, MI 48519 to the City of Burton Parks and Recreation. Term to expire February 2024.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Danny Wells, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, O'Keefe, Heffner, Wells, Smith, Fenner, Conley

3. Approve and authorize the Mayors re-appointment of Jeremy Scharrer, 3092 Threadcreek Dr. Burton, MI 48529 to the City of Burton Parks and Recreation. Term to expire February, 2024.

Mr. Fenner stated I don't know how many of you know Mr. Scharrer but I don't know if there is another person in our city who is as big of an advocate to our parks as Jeremy. He is an asset to our city as a Firefighter as well. This is the kind of guy we want working for our city.

Mrs. Conley stated she agrees.

Mr. Heffner stated both Mr. Craig and Mr. Scharrer are keepers and have done a great job for the city.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Gregory Fenner, Vice President
AYES:	Martinbianco, O'Keefe, Heffner, Wells, Smith, Fenner, Conley

4. Approve and authorize Mayor and Clerk to sign Resolution 2021-5 to award the SRF Segment 1 construction contract to Insituform Technologies, 17988 Edison Ave., Chesterfield, MO 63005, the lowest responsive bidder for a cost not to exceed \$1,748,202.30

Mr. Martinbianco asked, what exactly are we doing with this resolution? What is the intent?

Mr. Abbey stated the approval of Insituform is to award the contract to the low bidder for SRF segment 1 as it was advertised and bid.

Mr. Martinbianco stated I think we have it backwards. The last item on the agenda should precede this. We need to authorize the consulting firm because they will be the ones tasked with most of the inspection work based on the contract.

Mr. Abbey stated it does not make a difference. Either way, without one, the other does not work. Item #5 is for engineering services. It does not matter which way you reverse them because you are not going to build a contract without it. Stantec has already done the design as you saw in the map of all five phases. This is just for phase one. It came in well under what we anticipated. If you remember, we estimated \$3 million. This is under the \$3 million even with the engineering and associated costs for bonds.

Mr. Martinbianco asked, why aren't we just paying cash instead of bonding for it?

Mr. Abbey stated we could do that but we are borrowing money at roughly 2.25 or even less than that. Once we get to phase 2, 3, 4 and 5, we will be at \$15 million, if you remember. You would deplete all of our money out of the sewer fund and we would be in the same situation we got in with our water fund. The beauty is we still have our reserves and if we want to pay it off at one point, we can do that.

Mr. Martinbianco asked how much the sewer repair cost us.

Mr. Abbey stated for one little section by Vassar and Lapeer, it was about \$40,000. There are three of these on the books right now.

Mr. Martinbianco stated I was up by Traverse City area on US 21 where they had the roadway torn up for about a mile. It was that way for almost 6 months. I do not know if it was the contractor or the inspectors but I don't want to see that happen. Anything I see they have substantial reserve for repair to the roadways, if they have to open cut them, do we have enough money, number one. Number two, I don't

want to do a road repair and then have to go back and re-patch it.

Mr. Abbey said, I concur. I think we are good. Most of this is CIPP lining, manhole to manhole, long runs. There are some spot repairs and some dig and replace and most of those happen in greenbelts because it's more cost effective to dig and replace in an area like that. The reason most of this is a lining project is because you're getting into other infrastructure, tight areas and roadways. That's why there's a combination of fixes in here.

Mr. Martinbianco stated I opposed this project from the beginning but since the majority of the council has said they support investing in the infrastructure, I am going to vote for it. I assume we will be doing some of the inspection and Stantec will bear some of the responsibility for other ends of the inspection. Is this correct?

Mr. Abbey stated that is correct. We have made it contingent on our approval that our inspectors get charged to the project. This way, we can take some burden off our budget.

Mr. Heffner stated if we approve segment one tonight, are we locked into approving segments two through five? Also, is segment one the worst of the segments?

Mr. Abbey said, no. you are not locked into it. Segment one as a whole is probably the worst. You approved it overall so we could get it in the bond proposal but we are going to do it phase by phase so we can show the merits to it and monitor it. The beauty is we can also monitor it as it goes along to see if it's going to do what we thought it would do, not only fix the collapsed pipes but also, if we see the real savings in I&I which is in treatment costs as well.

Mr. Heffner stated if we take this slow, we have a choice; we don't have to do segment two. It is my understanding that the interest from the sewer fund is paying for this. Is that correct?

Mr. Abbey stated we are going to sell bonds and you can do a number of things. We are healthy in the rates. Right now, we are in the black to pretty much cover this. Now, if there comes a point in later phases that we can't cover it, we will need to either take it out of fund balance or do a rate change. That will be strictly up to the council and what the bond obligations are after each segment.

Mr. Heffner stated I remember on July 24th, we spoke about this and this was all supposed to be paid for with the interest from the sewer fund.

Mr. Abbey stated not just interest but what we are taking in from sewer rates and interest income should cover it for at least the first couple of phases. Remember, you sold \$22 million worth of bonds for the water. Our stroke on that is a little over \$1 million per year. This will be much less than that if bids keep coming in like they are. Your total bond for all five phases will be somewhere in the \$650,000-\$700,000 range. If that's the case, we are in pretty good shape. This is over five years so we will monitor it after each and every phase.

Mr. Heffner stated right now, we can't put the burden on the residents. We are in the middle of this pandemic and uncertainty.

Mr. Abbey stated we hear you loud and clear. The Mayor and I are in total agreement. That is not the intent.

Mr. Heffner stated when the federal dollars stop, the state is going to want some money and our revenue sharing is going to be the first place they come. We all know that. As long as we don't have to raise rates on the residents, I can support this.

Mr. Abbey stated let me make this clear, you don't have to raise the rates right now. That's why we wanted to bond for it. That is not the intent. We are in agreement. At some point, after every segment, we will have to reevaluate it.

Mr. Heffner stated I will support this tonight but I am not making any commitments for future phases.

Mrs. Conley stated wasn't the whole project \$16 million.

Mr. Abbey stated we approved up to \$15.9 million.

Mrs. Conley stated if we revisit each phase, we are not locked into the \$15.9 million.

Mr. Abbey stated that is correct. Remember, Mr. Bendzinski said it is more cost effective to do it all in one shot instead of doing each phase because you have to go through the whole process for each one of them. This way, that part is already out of the way. It is up to us to bring each phase to you and if we see the value, we keep going.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Vice President
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Wells, Smith, Fenner, Conley

5. Approve and authorize the Mayor and Clerk to approve the construction engineering contract with Stantec Consulting Michigan Inc., 3754 Ranchero Drive, Ann Arbor, MI 48108-2771. To provide professional engineering services for the construction phase of Segment 1 - SRF Wastewater System Improvement project at a cost not to exceed \$220,400.00.

Mrs. Conley stated in the back-up material, we don't have an itemized bill of what the \$220,400 covers. I would like to see what that is.

Mr. Abbey stated there is another typo that I just recognized. It is not the design contract. It should be Construction Engineering. The specifics are managing the project out in the field. This includes approving construction changes, change orders and physical inspections along with our field inspector.

Mrs. Conley stated it would be nice if it was written out and not just the amount.

Mr. Smith stated there is \$20,000 in the budget for Memorial Day. I would like to know when we could meet as a Finance Committee.

Discussion ensued regarding Finance Meeting and money available in the budget for Memorial Day. A Finance Committee Meeting was scheduled for March 15, 2021 at 6:30 PM.

Mr. Martinbianco stated we had a lot of discussion about the 911 Consortium. There are a lot of quasi-governmental agencies like the Genesee County Water & Waste Commission that make unilateral decisions and they hand them to you and say you have to pass that. Somehow, someday, that has to end. I don't know how but, that is my two cents.

Mr. Wells stated I am going to be hopeful and say we are at the end of this pandemic. I am proud of this group for staying together and working hard to do the right thing for our residents. Thank you.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Wells, Smith, Fenner, Conley

Agendas and minutes may be found at www.burtonmi.gov

Meeting was adjourned at 8:18 PM.



CITY OF BURTON

BURTON CITY COUNCIL MEETING

FEBRUARY 15, 2021

MINUTES

Council Chambers
Regular Meeting
7:00 PM

**4303 S. CENTER ROAD
BURTON, MI 48519**

This meeting was opened by President Steven Heffner at 7:00 PM.

A. MEETING INFORMATION

Burton City Council
Hosted by Racheal Boggs

<https://cityofburton.my.webex.com/cityofburton.my/j.php?MTID=m57e70dfba21814051ba766f8feefd257>

Monday, Feb 15, 2021 7:00 pm | 2 hours | (UTC-05:00) Eastern Time (US & Canada)

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+1-415-655-0001 US Toll

Access code: 182 669 6930

B. INVOCATION LED BY: VAUGHN SMITH

C. THE PLEDGE OF ALLEGIANCE IS LED BY: VAUGHN SMITH

D. ROLL CALL

Council members attending through the virtual forum must state their name and physical location.

Mr. O'Keefe, Burton, MI

Mr. Heffner, Burton, MI

Mr. Smith, Burton, MI

Mrs. Conley, Burton, MI

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Councilman	Excused	
Dennis O'Keefe	Councilman	Remote	
Steven Heffner	President	Remote	
Danny Wells	Councilman	Present	
Vaughn Smith	Councilman	Remote	
Gregory Fenner	Vice President	Present	
Christina Conley	Councilwoman	Remote	

E. STAFF PRESENT

Charles Abbey, DPW Director/HR
 Racheal Boggs, City Clerk
 Brian Ross, Police Chief
 Kirk Wilkinson, Fire Chief
 Mike Vogt, Assistant Fire Chief
 Amanda Doyle, City Attorney
 Ann Abbey, Assessor
 Steve Phillips, IT Director

F. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Feb 1, 2021 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Gregory Fenner, Vice President
SECONDER:	Vaughn Smith, Councilman
AYES:	O'Keefe, Heffner, Wells, Smith, Fenner, Conley
EXCUSED:	Martinbianco

G. ADMINISTRATIVE REPORTS

Mr. Abbey stated in the Mayor's absence, I will be representing the administration tonight. We are expecting a lot of snow tonight. All of our trucks are up and ready to go. The guys are ready and we have our A & B plans in place. If you are getting phone calls, please tell residents to be patient and we will get there as fast as we can. We would like to welcome our new Controller, Jodi Holbrook. Our Purchasing Agent, Rik Hayman has left us and we have a new Purchasing Agent, Julie Griffith.

H. COMMITTEE REPORTS

Mrs. Conley stated we have cancelled the Easter Egg Hunt again for this year. As far as Memorial Day, we will have to see what the Governor says about that.

Mr. Smith stated the Memorial Day 5K will be a virtual race the same as last year. It is free and still counts toward the Burton Race Series.

I. AUDIENCE PARTICIPATION

Public comment may be sent to: publiccomment@burtonmi.gov. Comments received prior to the meeting will be read into the record.

None.

J. COUNCIL DISCUSSION

Mr. Wells stated there was quite a discussion on Burton City Chat this week about roads. I was hoping the administration can confirm a few things. According to my recollection, Grand Traverse Street from Bristol Road to Hemphill Road is one of the first ones we are going to do. The second one is Saginaw Street from Bristol to Judd and Judd to Maple. We also have some road signals. Belsay Road is still in engineering, correct? Maple Avenue, Sandalwood to Saginaw Street and Fenton Road to Sandalwood are preventative maintenance? The bridge over the Flint River on M54, Atherton Road to Leith Street for milling and asphalt is \$6,317,398.00 and local funds are \$124,222. How do they get away with that Mr. Abbey? We could do a road every week at that cost.

Minutes Acceptance: Minutes of Feb 15, 2021 7:00 PM (APPROVAL OF MINUTES)

Mr. Abbey stated that is not our project, it is a state highway. They work those through the county. As far as the other projects you mentioned, they are on track. We have several this year and it will be a very busy year. Saginaw Street from Bristol to Judd and Judd to Maple will be the early half of the year. Grand Traverse is underway. This will be the west side from Hemphill to Bristol. The Maple Road project is also on track, it is an overlay.

Mr. Wells asked, what about Center Road?

Mr. Abbey stated if you remember, we were going to try to do Center Road with some of our preservation money. We kicked the project back a year because Consumers is doing an easement which is on the agenda tonight. This is to run their gas main down Center Road. It does nothing for us to try and fix the road prior to this because they are taking a whole lane out for the gas main. We are coordinating with them so we don't run into a situation like we did on Potter where we got a project done and then the county came through and tore it up when they replaced a water main. We will take care of it as soon as Consumers is done.

Mr. Wells stated the other road that was discussed was Bristol Road from Belsay to Vassar. Any ideas on that?

Mr. Abbey stated we have been working on it for about two months. We have some ideas and would like to sit down with council. You will see that we have budgeted for it. The problem with this road is the county and EGLE require a new standard for the tubes under the road at the crossing and it is really costly. The crossing at Bristol and Dallas Street comes across at an angle and is configured kind of crazy. They are going to try and straighten it and it requires a concrete box culvert. That, alone, is about \$650,000, just for the crossing. What we have to do together is decide on a plan. There are two options. It is about \$1.2 million to do that section of road with the crossing. We can do the crossing or leave it and make some structural improvements without the crossing. The last thing we want to do is redo the road and then have to cut it out later to go back and put that in. That decision will be up to the council. We did budget for this and it does need to be a priority. We all know it is a costly road because it is concrete. The beauty is the road is so low that once we relay it, there is not a lot of shoulder or ditch work there. Usually when we do this, we have to cut all the driveways and approaches. If the culvert can be saved, we can do the road and address the culvert 5-10 years down the road. At some point, we are going to have to address it. This will be a decision for you guys. We will give you a couple options and see where you want to go.

Mr. Wells asked, in your opinion, what is the soonest we could do that road right? By right, I mean take it down to the bed and redo the whole thing. I don't know if we should do it with concrete again. That road has been contentious for us for years and years. It just doesn't last. Is the Dallas thing our call or EGLE's call?

Mr. Abbey stated it is our call unless it's a failure. We don't have to change every culvert that we cross. Right now, there is no structural damage to it. Once you touch them, they do come with new requirements and it gets expensive. The one we do have to do and something for the council to think about is the one on Bellingham Court where the creek crosses. It is failing. We currently have a steel plate that is a half inch thick on the road. We can repair it but if you go to replace it, EGLE makes you oversize those, up-size them and put a box concrete culvert in. This one is about \$500,000. We are looking at all kinds of options. There have been engineers out there. We have done what we can get away with for repairs. We will have another meeting and come back to the council and we will have some decisions to make.

Mr. Wells stated I hope we will continue to have these conversations. It seems like we do it once a year and then it goes by the wayside. This is something we have to try and concentrate on and get the roads fixed. What about Vassar Road between Atherton and Lapeer? I know it is a weird one because part of it is ours and part is Davison Township.

Mr. Abbey stated we were originally going to try to do that leg next. That one isn't that bad as far as cost. We can do the same thing we did on the other leg, from Maple to Atherton which was a chip seal and a micro-surface on top of that. You have given us about \$700,000 for preservation money and that's what we might want to discuss at budget time. We might want to put more into preservation money. The reconstructions are difficult because you have to get into the TIP Program to get the 80/20 match. One road costs millions so you have to use the TIP money. We will have to be patient on some of these roads because it is foolish not to get into this program. With the preservation money, we can do chip seal and overlays and do a pretty good job. These are the ones we can control. With the \$700,000 you have been giving us over the past couple years, we have been able to make a lot of improvement on a lot of roads. It has saved the life of them and bought us several years. It is working. We just have to keep it going. If we have a little extra money, we need to throw a little more at it and go a little further. At some point, we are going to have to do something with local streets. We have targeted a few already this year. Brady Street, west of Saginaw for instance, we can still salvage it with some work. An overlay can be done pretty reasonably. If they get too far gone, it becomes a complete reconstruct and it gets expensive.

Mr. Wells stated there is a swale at the northeast corner of Vassar and Atherton. The neighbors have told me that it is caused by their neighbor in Davison Township who parks a semi there every night. This isn't our jurisdiction but it is a big problem. There have been three motorcycle accidents there last year.

Mr. Abbey stated it is a problem intersection. Coming down those hills, there may be some blind spots. With money you allocated last year, we are ordering two intersections to have lighted signs; this one and Genesee and Lapeer Road. We may possibly do this at Genesee and Lippincott as well. To save money, we are doing this in-house, we bought the signs and we are doing the work. The county talked to us recently about round-a-bouts. We have as much as a 35% match on these. One round-a-bout they were proposing was about \$1.2 million per intersection. We can do a lot of repairs for that kind of money. Whatever you guys want to do. We will be addressing this at budget time.

Mr. Wells stated there were some good discussions about the lighted signs we put up at Vassar and Bristol. There were also discussions about the foliage. I went and checked it out. It is on the south west side. There are tall cat tails that take away from the visibility despite the lighted sign. Residents like the signs but there is still work to be done. I don't know if you can send somebody out there to take a look at it.

Mr. Abbey said, we have been out there. We did cut that back and went back as far as it will allow us to go. We even used our side cutter on the pine trees that were protruding into the right of way on the south west corner. There is a fine line there when you start getting into the trees in peoples yards. We did that this fall but, we can take a look at it again.

Mr. Wells stated it is an odd corner where you come down a hill from both sides into a little valley and the visibility is not that great. The other corner that I receive complaints about is at Bristol and Belsay Road. There are a lot of car accidents there. There was another one last weekend and it was a bad one. It is a busy corner right by Nehrings. I know we looked into going through the state to put a light up there but what we were told is the traffic pattern doesn't call for one. I would like to take another look at that.

Mr. Abbey stated we have taken a look at this. It doesn't warrant that. It wasn't even considered for a round-a-bout in the safety grant. The discussions we have had at DPW and with the Mayor is that we at least need to put some fresh signage or lighted signs like we did at Vassar and Bristol. I have told the Police Department we need to patrol that a little heavier. Sometimes you just have to get peoples attention. People get complacent and blow the stop sign a lot.

Mr. Wells stated I like that idea. Part of it is people on their phones. They drive that way all the time and are comfortable driving through there. We bought a grader for the bumps on Belsay Road. What are the plans for using it?

Mr. Abbey stated it is a mini miller and you can only use that every season. With the freeze thaw cycle, it will heave again. I know people complain about it but we can't keep milling. It will be down to the dirt pretty soon. It has to be done at some point and it is costly. Again, that is up to you folks. We have to prioritize based on the revenue we have and which roads are in the worst shape. Obviously, we can't do them all at once.

Mr. Wells stated we have some people on Belsay Road, north of Brookwood that say there is air in their waterline and brown water in their sinks and tubs.

Mr. Abbey stated this is the first I have heard of this. I will have Dave check on it first thing in the morning.

Mr. Wells stated I will get you the addresses in the morning.

Mr. Heffner stated under each of the bumps on Belsay Road, is a culvert, if I am not mistaken.

Mr. Abbey stated it could be a lot of things. They are all different kinds of bumps. It could be water/sewer crossings.

Mr. Heffner asked if we can take some asphalt and taper six or eight feet on each side of the bumps.

Mr. Abbey stated I don't know if that is allowed. The problem is there are 200 or more of those along there. If you are going to do that, I'll be honest, we might as well do the overlay. We would be way further ahead. There are just too many.

Mr. Heffner stated in my opinion, local roads is the one area that we have been failing on as a council. We have made huge progress on major streets but little, if any progress on local roads. I challenge the council to please travel the local roads and look at the sidewalks and roads before we meet for budget. This is a serious issue that we have to start addressing. It will get away from us if we don't. I would like to take Mr. Abbey's lead on this.

Mr. Abbey said, I agree with you 100%. What I would like you to keep in mind is we need to be open minded on how we approach it. Local roads are a little more difficult because we don't get the revenue for them and they are all handled a little differently to get to where they are such as special assessments, community development in some areas or matching funds over the years. Most have out lived their life expectancy. We have to think out of the box and try different things like we did on Crestline and Sycamore. We have some ideas but it all comes down to money. How much do we have and how much can we afford to spend at one time? I think sometimes we sacrifice the good for the perfect. We are trying to rethink the way we think things. There are other ways to meet our obligations but we have to work together and figure out what is going to work.

Mr. Heffner stated we have a walk-able community here and some of these roads are getting to the point where people can't walk on them without twisting their ankles. On the easements that Consumers is requesting, are they going down Center Road?

Mr. Abbey stated the easement they are requesting tonight is part of that project. We have some infrastructure in the existing easements so they have to go outside of that easement. There is too much stuff in the existing right of ways to get that high pressure gas main through.

Mr. Heffner asked, are they coming through City Hall and the Police Station?

Mr. Abbey said, yes, that is correct.

Mr. Heffner stated for future reference, it would be nice to have a diagram of this. When you give a forever-easement for something, you can't take that back.

Mr. Abbey stated we put that in your agenda packet. It is exhibit B, K.3.a. on packet page 27. It shows how it jogs around and how far the set-back is. We didn't like having to get outside the existing easement but there is a lot of stuff there and they just can't make it work.

Mr. Heffner asked, will it effect our new sign?

Mr. Abbey said, no. I don't think so. They already have it staked and flagged where the existing easement is. I think it goes between the sign and where the flags are.

Mr. Heffner asked, are you comfortable with it?

Mr. Abbey said, yes. It fits and is still plenty far away from our stuff. It makes sense for them. It would be almost impossible to run it down through the existing easement.

Mr. O'Keefe stated Councilman Wells and I had a discussion regarding the Genesee County Alliance listing of new projects. It shows federal and state funding as well as local funds. My question is there are four Flint projects on here and for three of them, they are paying nothing. For the biggest project on the page, it is over \$6 million and they are only paying \$124,000. Our biggest project is \$900,000 and we are paying \$245,000. I can't believe these federal and state projects would be different for them but, it surely is because they are not paying as much money. If you could check into that, Mr. Abbey, I would really like to know about it. Flint skates all the time. I am still really upset about demolition money. We don't get our fair share because it all goes to Flint. How many projects would you do at \$6 million if you only paid \$124,000?

Mr. Abbey stated we will check on it and get some answers.

Mr. Fenner stated in front of the muffler place between Boatfield and Whittemore for the past couple years there has been an ice build up there. It can be 8-10 inches of ice at times. Is this something that will be remedied before the paving of Saginaw Street?

Mr. Abbey stated Dave was out there today. That has been a problem for quite some time. We can't find that source. It is not a water main. It doesn't happen all the time. It is this time a year when it gets really cold that it builds up. We did some televising around the manhole and have not had success with it. We think it is some kind of old drain tile maybe from those businesses there. We share your concern and will continue to look into it.

Mr. Fenner asked, how much of the north intersection at Hemphill and Grand Traverse will be included in the paving of that project? We have a couple bumps there that rise up and that whole intersection is horrible along with the road.

Mr. Abbey stated I am not sure. I will need to look at it tomorrow to see how far the plans go. Most of the time, it ends at the cross line just prior to the intersection so, it probably is not in the original plans. Now, if we have something like that we want to take care of we can do that as an addendum to the project. They are non-participating so, we will have to pay for it.

Mr. Fenner asked, how does an intersection like that work? Does the north side of Hemphill Road belong to Flint and the south side belong to us? Do we share the cost?

Mr. Abbey stated if we get the Act 51 money, we maintain them. It's really about who gets the revenue for them and who maintains them. We will check on this one tomorrow. MDOT controls the crossings both south and north of Hemphill Road. Because of the traffic count, they may not even reconstruct them. The traffic patterns have changed.

Mr. Wells stated when you come off the expressway and come up to Hemphill Road, you can't turn left there. Can we find out from MDOT if they can take those no left turn signs out so people can turn left there?

Mr. Abbey said, yes. They were designed that way when it was really busy over there because of the plants.

K. COUNCIL ACTION

1. Approve and authorize the payment of Attorney Billing (Doyle) 1/14/21 to 1/26/21 in the amount of \$4,536.50.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Vaughn Smith, Councilman
AYES:	O'Keefe, Heffner, Wells, Smith, Fenner, Conley
EXCUSED:	Martinbianco

2. Approve and authorize the payment of Attorney Billing (Masud) 12/28/2020 to 1/29/2021 in the amount of \$3,211.00.

RESULT:	CARRIED [5 TO 1]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Vaughn Smith, Councilman
AYES:	Heffner, Wells, Smith, Fenner, Conley
NAYS:	O'Keefe
EXCUSED:	Martinbianco

3. Approve and Authorize the Mayor to enter into a gas utility easement on behalf of the City of Burton with Consumers Energy for the address of 4303 S. Center Road Burton, MI 48519 (City Hall) Parcel ID #59-34-300-035.

RESULT: CARRIED [UNANIMOUS]
MOVER: Danny Wells, Councilman
SECONDER: Gregory Fenner, Vice President
AYES: O'Keefe, Heffner, Wells, Smith, Fenner, Conley
EXCUSED: Martinbianco

4. Approve and Authorize the Mayor to enter into a gas utility easement on behalf of the City of Burton with Consumers Energy for the address of 4090 Manor Dr. Burton, MI 48519 (Police Building) Parcel ID #59-34-300-003.

RESULT: CARRIED [UNANIMOUS]
MOVER: Danny Wells, Councilman
SECONDER: Christina Conley, Councilwoman
AYES: O'Keefe, Heffner, Wells, Smith, Fenner, Conley
EXCUSED: Martinbianco

5. Approve and authorize the acceptance of the low bid and allow the Mayor and Clerk to enter into a contract, contingent upon the submittal and approval of the required bonds and insurance documents, on behalf of the City of Burton with Efficient Demolition, 6319 E. Potter Rd., Davison, MI 48423, in the amount of \$6,225.00 for the demolition of 1373 Decamp.

Mr. Wells stated we are talking about \$92,125.00 if we support all these demolitions tonight. Where does this money come from?

Mr. Heffner stated the money comes from the general fund.

Mr. Wells stated so, it costs us almost \$100,000 to take care of eye sores and properties that we have let go for too long. That's \$100,000 we could be putting into roads.

Mr. Heffner asked, when are going to get our second Code Enforcer? We put money in the budget for this and never hired anyone. The Mayor is not here to answer that question so, we need to have a discussion on that at another council meeting.

Mr. O'Keefe stated we budgeted an additional \$100,000 for demolitions. Roads are important and I will always support it but, I will also support these demolitions because we have a bunch of dumps around this city that need to go. If you lived next door to them, you would feel really strong about it.

Mr. Heffner stated this is an investment in the city. I believe we budgeted \$180,000 for demos. We are spending \$90,000. We have another \$90,000 to spend. Bring them to us.

RESULT: CARRIED [UNANIMOUS]
MOVER: Gregory Fenner, Vice President
SECONDER: Christina Conley, Councilwoman
AYES: O'Keefe, Heffner, Wells, Smith, Fenner, Conley
EXCUSED: Martinbianco

6. Approve and authorize the acceptance of the low bid and allow the Mayor and Clerk to enter into a contract, contingent upon the submittal and approval of the required bonds and insurance documents, on behalf of the City of Burton with Efficient Demolition, 6319 E. Potter Rd., Davison, MI 48423, in the amount of \$9,000.00 for the demolition of 1360 Wells

RESULT: CARRIED [UNANIMOUS]
MOVER: Vaughn Smith, Councilman
SECONDER: Christina Conley, Councilwoman
AYES: O'Keefe, Heffner, Wells, Smith, Fenner, Conley
EXCUSED: Martinbianco

7. Approve and authorize the acceptance of the low bid and allow the Mayor and Clerk to enter into a contract, contingent upon the submittal and approval of the required bonds and insurance documents, on behalf of the City of Burton with Bartman Excavating, 4068 Dowdall Flint, MI 48506, in the amount of \$23,800 for the demolition of 3104 S. Center Rd.

RESULT: CARRIED [UNANIMOUS]
MOVER: Christina Conley, Councilwoman
SECONDER: Gregory Fenner, Vice President
AYES: O'Keefe, Heffner, Wells, Smith, Fenner, Conley
EXCUSED: Martinbianco

8. Approve and authorize the acceptance of the low bid and allow the Mayor and Clerk to enter into a contract, contingent upon the submittal and approval of the required bonds and insurance documents, on behalf of the City of Burton with Bartman Excavating, 4068 Dowdall Flint, MI 48506, in the amount of \$9,300.00 for the demolition of 3071 Shaw.

Mr. Fenner asked for clarification on the difference between winning bid and demo bid on the back-up material. Is this an issue?

Attorney Doyle stated unless Mr. Abbey objects, I don't think there is an issue there.

Mr. Abbey stated the only difference with this one, if you remember, this is one of the property owners that you made a deal with and gave extra time to make repairs. He failed to live up to the deal and has done absolutely nothing. It has now come back to us.

Attorney Doyle stated legally speaking, it is the same outcome.

RESULT: CARRIED [UNANIMOUS]
MOVER: Vaughn Smith, Councilman
SECONDER: Christina Conley, Councilwoman
AYES: O'Keefe, Heffner, Wells, Smith, Fenner, Conley
EXCUSED: Martinbianco

9. Approve and authorize the acceptance of the low bid and allow the Mayor and Clerk to enter into a contract, contingent upon the submittal and approval of the required bonds and insurance documents, on behalf of the City of Burton with Bartman Excavating, 4068 Dowdall Flint, MI 48506, in the amount of \$8,800.00 for the demolition of 2173 N. Vassar.

RESULT: CARRIED [UNANIMOUS]
MOVER: Dennis O'Keefe, Councilman
SECONDER: Gregory Fenner, Vice President
AYES: O'Keefe, Heffner, Wells, Smith, Fenner, Conley
EXCUSED: Martinbianco

10. Approve and authorize the acceptance of the low bid and allow the Mayor and Clerk to enter into a contract, contingent upon the submittal and approval of the required bonds and insurance documents, on behalf of the City of Burton with Salenbien Trucking & Excavating, 9217 Ann Arbor Rd. Dundee, MI 48131, in the amount of \$35,000.00 for the demolition of 4523 S. Sagianw St.

Mr. O'Keefe asked if this was the vacant lot with all the concrete footings.

Mr. Abbey said, yes.

RESULT: CARRIED [UNANIMOUS]
MOVER: Dennis O'Keefe, Councilman
SECONDER: Danny Wells, Councilman
AYES: O'Keefe, Heffner, Wells, Smith, Fenner, Conley
EXCUSED: Martinbianco

Agendas and minutes may be found at www.burtonmi.gov

Meeting was adjourned at 8:05 PM.

Minutes Acceptance: Minutes of Feb 15, 2021 7:00 PM (APPROVAL OF MINUTES)



ADOPTED

AGENDA ITEM (ID # 5020)

DOC ID: 5020

**Approve and authorize the payment of Attorney Billing
(Doyle) 2/10/21 to 2/23/21 in the amount of \$3,166.50.**

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Gregory Fenner, Vice President
AYES:	Martinbianco, O'Keefe, Heffner, Wells, Smith, Fenner, Conley



Burton City Council
4303 S. Center Road
Burton, MI 48519

Meeting: 03/01/21 07:00 PM
Department: Clerk's Office
Category: Appointment
Prepared By: Racheal Boggs
Department Head: Racheal Boggs

K.2

ADOPTED

AGENDA ITEM (ID # 5019)

DOC ID: 5019

Approve and authorize the Mayors re-appointment of Jim Craig, 6295 Hidden Trails Burton, MI 48519 to the City of Burton Parks and Recreation. Term to expire February 2024.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Danny Wells, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, O'Keefe, Heffner, Wells, Smith, Fenner, Conley



ADOPTED

AGENDA ITEM (ID # 5018)

DOC ID: 5018

Approve and authorize the Mayors re-appointment of Jeremy Scharrer, 3092 Threadcreek Dr. Burton, MI 48529 to the City of Burton Parks and Recreation. Term to expire February, 2024.

COMMENTS - Current Meeting:

Mr. Fenner stated I don't know how many of you know Mr. Scharrer but I don't know if there is another person in our city who is as big of an advocate to our parks as Jeremy. He is an asset to our city as a Firefighter as well. This is the kind of guy we want working for our city.

Mrs. Conley stated she agrees.

Mr. Heffner stated both Mr. Craig and Mr. Scharrer are keepers and have done a great job for the city.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Gregory Fenner, Vice President
AYES:	Martinbianco, O'Keefe, Heffner, Wells, Smith, Fenner, Conley



ADOPTED

AGENDA ITEM (ID # 5016)

DOC ID: 5016

Approve and authorize Mayor and Clerk to sign Resolution 2021-5 to award the SRF Segment 1 construction contract to Insituform Technologies, 17988 Edison Ave., Chesterfield, MO 63005, the lowest responsive bidder for a cost not to exceed \$1,748,202.30

COMMENTS - Current Meeting:

Mr. Martinbianco asked, what exactly are we doing with this resolution? What is the intent?

Mr. Abbey stated the approval of Insituform is to award the contract to the low bidder for SRF segment 1 as it was advertised and bid.

Mr. Martinbianco stated I think we have it backwards. The last item on the agenda should precede this. We need to authorize the consulting firm because they will be the ones tasked with most of the inspection work based on the contract.

Mr. Abbey stated it does not make a difference. Either way, without one, the other does not work. Item #5 is for engineering services. It does not matter which way you reverse them because you are not going to build a contract without it. Stantec has already done the design as you saw in the map of all five phases. This is just for phase one. It came in well under what we anticipated. If you remember, we estimated \$3 million. This is under the \$3 million even with the engineering and associated costs for bonds.

Mr. Martinbianco asked, why aren't we just paying cash instead of bonding for it?

Mr. Abbey stated we could do that but we are borrowing money at roughly 2.25 or even less than that. Once we get to phase 2, 3, 4 and 5, we will be at \$15 million, if you remember. You would deplete all of our money out of the sewer fund and we would be in the same situation we got in with our water fund. The beauty is we still have our reserves and if we want to pay it off at one point, we can do that.

Mr. Martinbianco asked how much the sewer repair cost us.

Mr. Abbey stated for one little section by Vassar and Lapeer, it was about \$40,000. There are three of these on the books right now.

Mr. Martinbianco stated I was up by Traverse City area on US 21 where they had the roadway torn up for about a mile. It was that way for almost 6 months. I do not know if it

was the contractor or the inspectors but I don't want to see that happen. Anything I see they have substantial reserve for repair to the roadways, if they have to open cut them, do we have enough money, number one. Number two, I don't want to do a road repair and then have to go back and re-patch it.

Mr. Abbey said, I concur. I think we are good. Most of this is CIPP lining, manhole to manhole, long runs. There are some spot repairs and some dig and replace and most of those happen in greenbelts because it's more cost effective to dig and replace in an area like that. The reason most of this is a lining project is because you're getting into other infrastructure, tight areas and roadways. That's why there's a combination of fixes in here.

Mr. Martinbianco stated I opposed this project from the beginning but since the majority of the council has said they support investing in the infrastructure, I am going to vote for it. I assume we will be doing some of the inspection and Stantec will bear some of the responsibility for other ends of the inspection. Is this correct?

Mr. Abbey stated that is correct. We have made it contingent on our approval that our inspectors get charged to the project. This way, we can take some burden off our budget.

Mr. Heffner stated if we approve segment one tonight, are we locked into approving segments two through five? Also, is segment one the worst of the segments?

Mr. Abbey said, no. you are not locked into it. Segment one as a whole is probably the worst. You approved it overall so we could get it in the bond proposal but we are going to do it phase by phase so we can show the merits to it and monitor it. The beauty is we can also monitor it as it goes along to see if it's going to do what we thought it would do, not only fix the collapsed pipes but also, if we see the real savings in I&I which is in treatment costs as well.

Mr. Heffner stated if we take this slow, we have a choice; we don't have to do segment two. It is my understanding that the interest from the sewer fund is paying for this. Is that correct?

Mr. Abbey stated we are going to sell bonds and you can do a number of things. We are healthy in the rates. Right now, we are in the black to pretty much cover this. Now, if there comes a point in later phases that we can't cover it, we will need to either take it out of fund balance or do a rate change. That will be strictly up to the council and what the bond obligations are after each segment.

Mr. Heffner stated I remember on July 24th, we spoke about this and this was all supposed to be paid for with the interest from the sewer fund.

Mr. Abbey stated not just interest but what we are taking in from sewer rates and interest income should cover it for at least the first couple of phases. Remember, you sold \$22 million worth of bonds for the water. Our stroke on that is a little over \$1 million per year. This will be much less than that if bids keep coming in like they are. Your total bond for all five phases will be somewhere in the \$650,000-\$700,000 range. If that's the case, we are in pretty good shape. This is over five years so we will monitor it after each and every phase.

Mr. Heffner stated right now, we can't put the burden on the residents. We are in the middle of this pandemic and uncertainty.

Mr. Abbey stated we hear you loud and clear. The Mayor and I are in total agreement. That is not the intent.

Mr. Heffner stated when the federal dollars stop, the state is going to want some money and our revenue sharing is going to be the first place they come. We all know that. As long as we don't have to raise rates on the residents, I can support this.

Mr. Abbey stated let me make this clear, you don't have to raise the rates right now. That's why we wanted to bond for it. That is not the intent. We are in agreement. At some point, after every segment, we will have to reevaluate it.

Mr. Heffner stated I will support this tonight but I am not making any commitments for future phases.

Mrs. Conley stated wasn't the whole project \$16 million.

Mr. Abbey stated we approved up to \$15.9 million.

Mrs. Conley stated if we revisit each phase, we are not locked into the \$15.9 million.

Mr. Abbey stated that is correct. Remember, Mr. Bendzinski said it is more cost effective to do it all in one shot instead of doing each phase because you have to go through the whole process for each one of them. This way, that part is already out of the way. It is up to us to bring each phase to you and if we see the value, we keep going.

ATTACHMENTS:

- A RESOLUTION TO TENTATIVELY AWARD (PDF)
- let_haskins_srf_ww_imp_seg 1_ #5715-01_bid_review_20210223_signed (PDF)

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Vice President
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Wells, Smith, Fenner, Conley

Resolution 21-05

**A RESOLUTION TO TENTATIVELY AWARD
A CONSTRUCTION CONTRACT FOR WASTEWATER SYSTEM IMPROVEMENTS**

WHEREAS, the City of Burton wishes to construct improvements to its existing wastewater system; and

WHEREAS, the wastewater system improvements project formally adopted on July 24, 2020 will be funded through the State of Michigan's State Revolving Fund (SRF) program; and

WHEREAS, the City of Burton has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$1,748,202.30 from Insituform Technologies; and

WHEREAS, the City of Burton's engineer, Stantec Consulting has recommended awarding the contract to the low bidder.

NOW THEREFORE BE IT RESOLVED, that the City of Burton tentatively awards the contract for construction of the proposed wastewater system improvements project to Insituform Technologies, contingent upon successful financial arrangements with the SRF.

Yeas:

Nays:

Abstain:

Absent:

I certify that the above Resolution was adopted by City of Burton on _____.

BY:

Name and Title *(please print or type)*

Signature

Date

Attachment: A RESOLUTION TO TENTATIVELY AWARD (5016 : Tentative Award of SRF Segment 1 Project)



Stantec Consulting Michigan Inc.
3754 Ranchero Drive, Ann Arbor MI 48108-2771

February 23, 2021
File: 2075154300

Attention: Honorable Duane Haskins
City of Burton Mayor
4303 S. Center Road
Burton, MI 48519

Dear Mayor Haskins,

**Reference: Burton SRF Wastewater Improvements, Segment 1, SRF Project #5715-01
Bid Review**

Pursuant to your direction, bids for the above-referenced project were received at City Hall on February 11, 2021, where they were opened and read aloud at 10:00 AM. A total of six (6) bids were received, ranging from a low bid of \$1,748,202.30 submitted by Insituform Technologies Inc. (Insituform) of Chesterfield, Missouri, and a high bid of \$2,397,219.00 submitted by Granite Inliner LLC (Granite) of Romulus, Michigan. One bid (submitted by SAK Construction) did not meet the project bid requirements (submitted via email) and therefore deemed disqualified.

Please note that the Engineer's opinion of probable construction cost (EOPC) is within the range of bids received. In comparison, the unit prices from the EOPC cost is approximately within six percent (6%) of the average unit prices of the received low bid.

A bid tabulation of the three lowest acceptable bids is enclosed. Stantec has reviewed and contacted references for Insituform and their major subcontractors to confirm their experience as it relates to projects of similar scope. Insituform and their major subcontractors (Zito Construction and Advanced Rehabilitation Technology) received a favorable recommendation regarding their experience, timeliness, and ability to perform the required work.

The low bid, from Insituform, with a bid amount of \$1,748,202.30, was also provided to EGLE for review. After their review, EGLE has determined Insituform's bid to be 'responsive' and meeting the federal reporting requirements.

Based on Insituform's references, their previous experience, and their major subcontractors, it is our opinion that Insituform has the ability to perform the work satisfactorily on this project. If the City elects to award the SRF Wastewater Improvements Project to Insituform, the contract shall be in the amount of One Million, Seven Hundred Forty-Eight Thousand, Two Hundred Two and 30/100 Dollars (\$1,748,202.30).

Should City Council award a contract to Insituform, we would be pleased to prepare the contracts, obtain the required bonds and insurance, and schedule a preconstruction meeting to initiate this project.

February 23, 2021
Honorable Duane Haskins
Page 2 of 2

Reference: Burton SRF Wastewater Improvements, Segment 1, SRF Project #5715-01
Bid Review

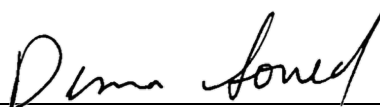
We would like to thank you for this opportunity to provide services for the City of Burton and look forward to continuing this relationship in the future.

Regards,

Stantec Consulting Michigan Inc.



Chris Elenbaas PE
Project Manager
Phone: 734 214 2552
Fax: 734 761 1200
christopher.elenbaas@stantec.com



Dima El-Gamal PhD, PE, LEED® AP
Principal
Phone: 734 214 2516
Fax: 734 761 1200
dima.el-gamal@stantec.com

Attachment: Bid Tabulation

c. Amber Abbey, Deputy DPW Director

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Design with community in mind

Attachment: let_haskins_srf_ww_imp_seg 1_#5715-01_bid_review_20210223_signed (5016 : Tentative Award of SRF Segment 1 Project)



Bid Tabulation
for the
SRF Wastewater Improvements, Segment 1, SRF Project #5715-01
for the
City of Burton

Bid Date: Thursday, February 11, 2021

10:00 AM, local time

2075154300

K.4.b

CONTRACTOR:				Insituform Technologies LLC 17988 Edison Avenue Chesterfield, MO 63005 836-530-8000		Insight Pipe Contracting LLC 232 E. Lancaster Road Harmony, PA 16037 724-452-6060		Corby Energy Services Inc. 6001 Schooner Drive Belleville, MI 48112 734-547-9237	
No.	Item	Qty.	Units	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	General Conditions and Mobilization (5% Max)	1	LS	\$ 39,491.10	\$ 39,491.10	\$ 38,000.00	\$ 38,000.00	\$ 93,000.00	\$ 93,000.00
2	Utility Exploration and Coordination (3% Max)	1	LS	\$ 3,477.80	\$ 3,477.80	\$ 2,700.00	\$ 2,700.00	\$ 10,000.00	\$ 10,000.00
3	Traffic Control and Maintenance	1	LS	\$ 43,201.50	\$ 43,201.50	\$ 13,500.00	\$ 13,500.00	\$ 28,750.00	\$ 28,750.00
4	Audio/Video Route Survey (0.5% Max)	1	LS	\$ 2,051.90	\$ 2,051.90	\$ 21,370.00	\$ 21,370.00	\$ 21,500.00	\$ 21,500.00
5	Silt Fence	500	FT	\$ 2.10	\$ 1,050.00	\$ 2.20	\$ 1,100.00	\$ 2.20	\$ 1,100.00
6	Tree Protection Fence	200	FT	\$ 1.00	\$ 200.00	\$ 1.10	\$ 220.00	\$ 1.10	\$ 220.00
7	Inlet Filter	9	EA	\$ 82.90	\$ 746.10	\$ 86.00	\$ 774.00	\$ 88.00	\$ 792.00
8	Filter Berm	3	EA	\$ 155.40	\$ 466.20	\$ 161.00	\$ 483.00	\$ 165.00	\$ 495.00
9	Rip Rap	40	SYD	\$ 103.60	\$ 4,144.00	\$ 110.00	\$ 4,400.00	\$ 110.00	\$ 4,400.00
10	Remove Existing Tree, 16-inch to 32-inch	2	EA	\$ 1,812.90	\$ 3,625.80	\$ 1,900.00	\$ 3,800.00	\$ 1,925.00	\$ 3,850.00
11	Sewer Flow Control, Open Cut	1	LS	\$ 31,077.70	\$ 31,077.70	\$ 32,300.00	\$ 32,300.00	\$ 33,000.00	\$ 33,000.00
12	8-inch Sewer, SDR 26 PVC, Open Cut	695	FT	\$ 205.10	\$ 142,544.50	\$ 212.90	\$ 147,965.50	\$ 218.00	\$ 151,510.00
13	10-inch Sewer, SDR 26 PVC, Open Cut	284	FT	\$ 314.90	\$ 89,431.60	\$ 327.00	\$ 92,868.00	\$ 335.00	\$ 95,140.00
14	6-inch Sewer Lead, SDR 26 PVC, Open Cut	478	FT	\$ 108.80	\$ 52,006.40	\$ 113.00	\$ 54,014.00	\$ 115.00	\$ 54,970.00
15	Remove and Replace 12-inch CMP Culvert with End Sections	100	FT	\$ 57.00	\$ 5,700.00	\$ 60.00	\$ 6,000.00	\$ 60.00	\$ 6,000.00
16	48-inch Sewer Manhole	1	EA	\$ 4,661.70	\$ 4,661.70	\$ 4,840.00	\$ 4,840.00	\$ 4,950.00	\$ 4,950.00
17	Abandon Existing 8-inch Sewer with Flowable Fill	50	FT	\$ 36.30	\$ 1,815.00	\$ 38.00	\$ 1,900.00	\$ 39.00	\$ 1,950.00
18	Connect to Existing Sewer Manhole	8	EA	\$ 776.90	\$ 6,215.20	\$ 806.00	\$ 6,448.00	\$ 825.00	\$ 6,600.00
19	Sewer Flow Control, Lining	1	LS	\$ 10,812.60	\$ 10,812.60	\$ 5,000.00	\$ 5,000.00	\$ 27,000.00	\$ 27,000.00
20	Pre-Lining Sewer Cleaning and CCTV, 8-inch to 15-inch	27,670	FT	\$ 3.90	\$ 107,913.00	\$ 4.00	\$ 110,680.00	\$ 5.20	\$ 143,884.00
21	Pre-Lining Heavy Sewer Cleaning and CCTV (8-inch to 15-inch)	1,000	FT	\$ 8.00	\$ 8,000.00	\$ 5.00	\$ 5,000.00	\$ 3.00	\$ 3,000.00
22	Pre-Lining Lateral CCTV, Up to 50 feet	20	EA	\$ 362.60	\$ 7,252.00	\$ 375.00	\$ 7,500.00	\$ 385.00	\$ 7,700.00
23	8-inch CIPP Sewer Lining	12,663	FT	\$ 26.60	\$ 336,835.80	\$ 24.50	\$ 310,243.50	\$ 29.75	\$ 376,724.25
24	10-inch CIPP Sewer Lining	6,863	FT	\$ 28.60	\$ 196,281.80	\$ 32.00	\$ 219,616.00	\$ 30.50	\$ 209,321.50
25	12-inch CIPP Sewer Lining	6,412	FT	\$ 37.30	\$ 239,167.60	\$ 49.50	\$ 317,394.00	\$ 37.50	\$ 240,450.00
26	15-inch CIPP Sewer Lining	444	FT	\$ 46.20	\$ 20,512.80	\$ 50.00	\$ 22,200.00	\$ 49.00	\$ 21,756.00
27	8-inch CIPP Spot Liner, 10-feet	8	EA	\$ 2,745.20	\$ 21,961.60	\$ 3,830.00	\$ 30,640.00	\$ 3,000.00	\$ 24,000.00
28	10-inch CIPP Spot Liner, 10-feet	1	EA	\$ 2,848.80	\$ 2,848.80	\$ 3,800.00	\$ 3,800.00	\$ 3,100.00	\$ 3,100.00
29	12-inch CIPP Spot Liner, 10-feet	1	EA	\$ 2,952.40	\$ 2,952.40	\$ 5,900.00	\$ 5,900.00	\$ 3,300.00	\$ 3,300.00
30	Lateral Liner, Setup Fee	4	EA	\$ 1,035.90	\$ 4,143.60	\$ 1,075.00	\$ 4,300.00	\$ 1,300.00	\$ 5,200.00
31	Lateral CIPP Liner	8	EA	\$ 5,024.20	\$ 40,193.60	\$ 5,200.00	\$ 41,600.00	\$ 7,560.00	\$ 60,480.00
32	Cut Intruding Service Lead	6	EA	\$ 351.70	\$ 2,110.20	\$ 450.00	\$ 2,700.00	\$ 350.00	\$ 2,100.00
33	Manhole Chimney Reconstruction, Greenbelt	5	EA	\$ 1,139.50	\$ 5,697.50	\$ 1,200.00	\$ 6,000.00	\$ 1,400.00	\$ 7,000.00
34	Manhole Chimney Reconstruction, Pavement	5	EA	\$ 2,330.80	\$ 11,654.00	\$ 2,400.00	\$ 12,000.00	\$ 2,600.00	\$ 13,000.00
35	Internal Chimney Seal	12	EA	\$ 518.00	\$ 6,216.00	\$ 645.00	\$ 7,740.00	\$ 900.00	\$ 10,800.00
36	Manhole Rehabilitation	113	VF	\$ 222.70	\$ 25,165.10	\$ 240.00	\$ 27,120.00	\$ 240.00	\$ 27,120.00
37	Manhole Frame and Cover	10	EA	\$ 621.60	\$ 6,216.00	\$ 645.00	\$ 6,450.00	\$ 660.00	\$ 6,600.00
38	Sewer Lead Cleanout and Connection	18	EA	\$ 1,553.90	\$ 27,970.20	\$ 1,600.00	\$ 28,800.00	\$ 1,650.00	\$ 29,700.00
39	Abandon Existing External Drop	2	EA	\$ 2,745.20	\$ 5,490.40	\$ 1,470.00	\$ 2,940.00	\$ 2,915.00	\$ 5,830.00
40	Interior Drop Connection	2	EA	\$ 2,952.40	\$ 5,904.80	\$ 3,100.00	\$ 6,200.00	\$ 3,135.00	\$ 6,270.00
41	Remove and Replace HMA Road Pavement	1,635	SYD	\$ 88.10	\$ 144,043.50	\$ 91.00	\$ 148,785.00	\$ 93.00	\$ 152,055.00
42	Remove and Replace Concrete Curb and Gutter	330	FT	\$ 60.10	\$ 19,833.00	\$ 62.00	\$ 20,460.00	\$ 63.00	\$ 20,790.00
43	Remove and Replace HMA Drive Pavement	164	SYD	\$ 101.50	\$ 16,646.00	\$ 105.00	\$ 17,220.00	\$ 108.00	\$ 17,712.00
44	Remove and Replace Concrete Drive Pavement	126	SYD	\$ 101.50	\$ 12,789.00	\$ 105.00	\$ 13,230.00	\$ 108.00	\$ 13,608.00
45	Remove and Replace Gravel Drive Pavement	18	SYD	\$ 16.60	\$ 298.80	\$ 17.00	\$ 306.00	\$ 18.00	\$ 324.00

CONTRACTOR:				Insituform Technologies LLC 17988 Edison Avenue Chesterfield, MO 63005 836-530-8000		Insight Pipe Contracting LLC 232 E. Lancaster Road Harmony, PA 16037 724-452-6060		Corby Energy Services Inc. 6001 Schooner Drive Belleville, MI 48112 734-547-9237	
No.	Item	Qty.	Units	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
46	Remove and Replace Sign	3	EA	\$ 155.40	\$ 466.20	\$ 162.00	\$ 486.00	\$ 165.00	\$ 495.00
47	Plant Tree, 3-inch Caliper	6	EA	\$ 776.90	\$ 4,661.40	\$ 806.00	\$ 4,836.00	\$ 825.00	\$ 4,950.00
48	Restoration	1	LS	\$ 22,258.10	\$ 22,258.10	\$ 17,200.00	\$ 17,200.00	\$ 35,600.00	\$ 35,600.00
TOTAL BASE BID PRICE (Item Nos. 1 through 48):					\$ 1,748,202.30		\$ 1,839,029.00		\$ 1,998,096.75

Other Bidders

Inland Waters Pollution Control, Inc.
4086 Michigan Avenue
Detroit, MI 48210
313-899-3014
Total Base Bid Price (Item Nos. 1 thorough 48): \$2,066,945.70

Granite Inliner LLC
28529 Goddard Suite 106
Romulus, MI 48174
734-955-2508
Total Base Bid Price (Item Nos. 1 thorough 48): \$2,397,219.00

SAK Construction, LLC
864 Hoff Road
O'Fallon, MO 63366
636-385-1000
Total Base Bid Price (Item Nos. 1 thorough 48): \$1,827,314.00
This bid was disqualified for not arriving per project requirements.



ADOPTED

AGENDA ITEM (ID # 5015)

DOC ID: 5015 B

Approve and authorize the Mayor and Clerk to approve the construction engineering contract with Stantec Consulting Michigan Inc., 3754 Ranchero Drive, Ann Arbor, MI 48108-2771. To provide professional engineering services for the construction phase of Segment 1 - SRF Wastewater System Improvement project at a cost not to exceed \$220,400.00.

COMMENTS - Current Meeting:

Mrs. Conley stated in the back-up material, we don't have an itemized bill of what the \$220,400 covers. I would like to see what that is.

Mr. Abbey stated there is another typo that I just recognized. It is not the design contract. It should be Construction Engineering. The specifics are managing the project out in the field. This includes approving construction changes, change orders and physical inspections along with our field inspector.

Mrs. Conley stated it would be nice if it was written out and not just the amount.

Mr. Smith stated there is \$20,000 in the budget for Memorial Day. I would like to know when we could meet as a Finance Committee.

Discussion ensued regarding Finance Meeting and money available in the budget for Memorial Day. A Finance Committee Meeting was scheduled for March 15, 2021 at 6:30 PM.

Mr. Martinbianco stated we had a lot of discussion about the 911 Consortium. There are a lot of quasi-governmental agencies like the Genesee County Water & Waste Commission that make unilateral decisions and they hand them to you and say you have to pass that. Somehow, someday, that has to end. I don't know how but, that is my two cents.

Mr. Wells stated I am going to be hopeful and say we are at the end of this pandemic. I am proud of this group for staying together and working hard to do the right thing for our residents. Thank you.

ATTACHMENTS:

- pro_mayor_SRF_segment 1_construction_20210105_signed (PDF)

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Dennis O'Keefe, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, O'Keefe, Heffner, Wells, Smith, Fenner, Conley

K.5



Stantec Consulting Michigan Inc.
3754 Ranchero Drive, Ann Arbor MI 48108-2771

January 5, 2021
File: 207585004

Attention: Honorable Duane Haskins
Mayor of City of Burton
4303 S. Center Road
Burton, Michigan 48519

Dear Mayor Haskins,

Reference: Proposal for Professional Engineering Services – Segment 1 – SRF Wastewater System Improvements Construction Services

Stantec Consulting Michigan Inc. (Stantec) is pleased to offer the following proposal to the City of Burton (City) for professional engineering services for the above referenced project.

Background

Stantec met EGLE's milestone schedule, the design of the Segment 1 part of the SRF project plan is approaching completion. The project will be advertised on January 11, 2021 and bids will be received in February 2021. The construction contract is expected to be executed in May 2021.

Stantec understands that this new project will involve construction services for CIPP rehab of existing 8-inch to 15-inch of gravity sewer mains located within the Segment 1 project area as defined in the SRF project plan submitted to EGLE, along with limited open cut replacement of 6-inch to 10-inch of gravity sewer mains which includes restoration to the Bituminous roads within the project limits. The total approximate length of sewers that will be rehabbed via lining and/or replacement in this phase of the project is approximately 27,500 feet.

Scope of Services

Pursuant to providing engineering services that incorporate Stantec's project understanding, Stantec has developed the following project approach to meet the project goals and deliverables. We propose to provide the following scope of services:

Task 1: Pre-Construction Services and Shop Drawing Review:

- Review insurance and bonds submitted by the Contractor and finalize the contract.
- Coordinate and facilitate a preconstruction meeting with the Contractor.
- Review shop drawings for all materials for general conformance with contract documents.

Task 2: Survey Construction Layout:

- Provide survey construction staking where warranted (sewer, road surface, easements, etc.)

January 5, 2021
 Honorable Duane Haskins
 Page 2 of 3

Reference: Proposal for Professional Engineering Services – Segment 1 – SRF Wastewater System Improvements Construction Services

Task 3: Construction Administration:

- Respond to Requests for Information (RFIS) from the Contractor if necessary.
- Coordinate with the City DPW personnel.
- Perform field interviews with the Contractor's staff and review certified payrolls for compliance with field interviews and Davis Bacon Wage Rate requirements (as required by EGLE).
- Process pay applications and make recommendations to the City for payment to the Contractor.
- Provide correspondence throughout the project including shop drawing letters, punch-list letters, field orders, bulletins, change orders and any other correspondence related to administration of the project.
- Attend weekly field meetings and biweekly project progress meetings.

Task 4: Construction Observation:

- Perform full time inspection of all system improvements.
- Perform part time inspection of restoration activities.
- Attend to residents' concerns and complaints during construction operations.

Task 5: Punch-list and Close-out:

- Prepare punch list and provide follow up site inspections with the Contractor until all items are complete.
- Prepare and submit to the City all daily inspection reports.
- Review post lining inspection videos
- Prepare field measured record drawings in hard copy and electronic format per the City's standards.

Task 6: Program Management:

- Update the City's Asset Management Framework (GIS database and AMSAT) to reflect the rehab project.
- Generate update CIP Projections for the wastewater system

Significant Assumptions

- Material construction testing, where warranted, will be completed by the Contractor.
- Stantec will provide one (1) inspector on this project. The City will support with its staff for the duration of the project when needed
- Stantec's employees are local to Burton's geographic area. Therefore, no charge for travel time or mileage was included in the above scope.
- The City will update its inventory information in Cartography.

Project Budget

We propose to undertake the work outlined above for a not-to-exceed fee of \$220,400. Please note this fee is subject to inclusion in the SRF Funding and the City would be reimbursed by EGLE for the invoices that are paid by the City.

Design with community in mind

Attachment: pro_mayor_SRF_segment 1_construction_20210105_signed (5015 : Construction Contract with Stantec SRF Segment 1)

January 5, 2021
Honorable Duane Haskins
Page 3 of 3

Reference: Proposal for Professional Engineering Services – Segment 1 – SRF Wastewater System Improvements Construction Services

Project Schedule

Please note that the project schedule will assume construction will begin in May 2021 and end November 2021.

Please note that this work will be conducted as an amendment of our existing Segment 1, SRF design task which falls under the General Engineering Services Agreement previously executed between the City of Burton and Stantec Consulting Michigan Inc.

If the above proposal meets your approval, please sign this letter and return a copy to our office. We take pride in providing the City with quality engineering services and look forward to continuing our services for years to come.

Regards,

Stantec Consulting Michigan Inc.



Dima Soued El-Gamal, PhD, PE, LEED® AP
Principal
Phone: 734 214 2516
Fax: 734 761 1200
Dima.El-Gamal@stantec.com

Stantec Consulting Michigan Inc.



Brian Simons, PE, LEED® AP
Senior Principal
Phone: 734 214 2518
Fax: 734 761 1200
Brian.Simons@stantec.com

ACKNOWLEDGED AND ACCEPTED:

CITY OF BURTON

Name of Signer:
Title of Signer:

_____, 2021

c. File

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Design with community in mind

Attachment: pro_mayor_SRF_segment 1_construction_20210105_signed (5015 : Construction Contract with Stantec SRF Segment 1)