



CITY OF BURTON
BURTON CITY COUNCIL MEETING
MARCH 7, 2022
MINUTES

Council Chambers

Regular Meeting

7:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

This meeting was opened by President Steven Heffner at 7:07 PM.

A. INVOCATION LED BY: TOM MARTINBIANCO

B. THE PLEDGE OF ALLEGIANCE IS LED BY: TOM MARTINBIANCO

C. ROLL CALL

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Vice President	Present	
Steven Heffner	President	Present	
Vaughn Smith	Councilman	Present	
Gregory Fenner	Councilman	Present	
Christina Conley	Councilwoman	Present	
Greg Hull	Councilman	Present	
Christina Hickson	Councilwoman	Present	

D. APPROVAL OF AGENDA

1. Motion to approve the agenda as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

E. STAFF PRESENT

Duane Haskins, Mayor
Racheal Boggs, City Clerk
Charles Abbey, DPW Director/HR
Brian Ross, Police Chief
Kirk Wilkinson, Fire Chief

F. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Feb 21, 2022 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Christina Hickson, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

G. ADMINISTRATIVE REPORTS

Mayor Haskins gave the following report:

- The Michigan State Housing Development Authority has opened up the Michigan Homeowner Assistance Fund Program. The City of Burton is enrolled in the program. If there are residents that need financial help with mortgage, taxes and a list of other things, they can call 517-335-6481. You can also email mshda-ho-haf-program@michigan.gov. This information will be on our website.
- An update on the Burton Estates mud issue. We have rectified the issue with the contractors. They will be held accountable. We understand that with the freeze, rain and thaw we have had that the mud is inevitable. We will do everything we can to make it more livable to the residents during the building process.
- Resident Penny Thomas gave high praise of our Fire Department and Chief on how well they handled the situation when her house caught on fire.
- Happy Birthday to City Attorney, Amanda Doyle.

H. COMMITTEE REPORTS

Mr. Martinbianco stated the Finance Committee met on February 28th to discuss funding for the Memorial Day/50th Anniversary event. At that time, we were not privy to a budget so we postponed the meeting which occurred tonight prior to this meeting. We also discussed the second phase of our sanitary sewer project. Today, I spoke to the Drain Commissioner who stated we should make sure we take advantage of the low interest rates. I also spoke to Mr. Colis and Mr. Benzinski, our bond counsel and attorney. We should expect to see an evolving rate increase, not just for the short term but, for long term, according to Mr. Benzinski. If we kick the can down the road, we will endure higher interest rates that will cost more money and ultimately end up in the laps of the tax payers. This is my opinion based on the conversations with the professionals we do business with. I anticipate that we will have an evaluation of phase one and expectations of phase two. Agenda item #6 is the SRF contract which came in under the projection. We are doing the right thing and this will keep us in line with these projects for future phases. At the Finance Meeting tonight, we discussed the tabled item on the agenda for \$40,000 for the Memorial Day/50th Anniversary event. The council has made a decision to include a specific area and specific needs the council has. I think we can accommodate both and I don't think that \$40,000 is over the top. As a reminder, we originally budgeted \$39,000. The Mayor has assured me we are getting funds from additional sources. That number is around \$16,500 to date. The committee decided to move the \$40,000 forward. I would like to see part of that for what the council intends to do. I believe our ancestors both living and gone were our forefathers and much like the people in Ukraine, they were our fighters.

I. AUDIENCE PARTICIPATION

Grant Dunkel of 4295 S. Belsay Road in Burton spoke regarding a judgment made against him in court regarding a fence that code enforcement required him to remove. He does not believe he owns the fence.

J. COUNCIL DISCUSSION

Mr. Martinbianco stated regarding Mr. Dunkel's situation, when Maple Pointe was developed, the site plan review that went in front of the Planning Commission required that they put up

a border fence. The distinction was that it had to be six inches in on your property. He has been charged and convicted in court for having a dilapidated fence and he was required to take it down. A clear expungement might be necessary. It is a tough job being a Code Enforcer and Frank does a great job. This is a tough situation. I would advise the City Attorney to look at this a little closer. The administration can look up the Planning Commission minutes from when Maple Point was constructed.

Mr. Abbey stated we will look into this. Mr. Dunkel maintains that it is not his fence but all the other neighboring residents say that it is. No one on our staff has found anything indicating that it is not his fence. We will look into it a little further. We did not make this determination. It was a judgment from a judge. The council nor the administration can over rule this.

Mr. Heffner stated the city was given an award from the Department of Defense of the Vietnam War Commemoration to recognize the city as a commemorative partner. We were presented with an award and a flag to fly over the city. The 50th anniversary of the Vietnam War began on Memorial Day in 2012 and will continue through Veteran's Day of 2025. We will have much more to say on this in the weeks to come. The Mayor has volunteered to be actively involved in this. Thank you, Mayor.

Mr. Fenner stated in regards to the \$40,000 for Memorial Day/50th Anniversary, many of us on this council have advocated for a great event. This is up-front money that we are hoping to get donations to cover the cost. This event isn't going to roll around again anytime soon. I don't see why we don't release these funds so the Mayor and Committee can confidently book the acts and get the events planned. Waiting any longer for this is pushing it down to the end of the wire. I would like to un-table this item and put it on the agenda for a vote tonight.

Mr. Heffner stated I cannot support \$40,000. In my opinion, it is irresponsible. A couple years ago, we spent \$80,000 to repave Belsay Road and it has lasted five years. I get this is our 50th year and that is huge but, I believe that if we spend this kind of money on an event, we are going to be tarred and feathered and the residents will have every right to tar and feather us for what is, in my opinion wasting taxpayer dollars. We already budgeted \$20,000. I told the Mayor I would give him more money and I am willing to go \$15,000 more. That is more than I ever dreamed of at budget time. I believe we can still have a great event given the \$15,000. We may not have all the bells and whistles but it can still be a great event. This is a lot of money. We are in a time of uncertainty. We are in an artificially inflated economy. This world could blow up on us and we could be in worse shape than we were in 2008. We need to take a step back here.

Mr. Fenner asked if we anticipate getting more donations.

Mayor Haskins said, yes. We have businesses who have stated they are going to donate but we have not received money from them yet. All the bands are giving us discounted rates.

Mr. Fenner stated I do not want to tie the hands of those planning this event.

Mr. Heffner stated we tie their hands every year. We give them a budget and they stay within that budget. This year is special, that's why we are even considering giving them more money. I would like to give \$15,000 to the administration and \$7,000 to City Council.

Mrs. Conley asked about the schedule for each of the bands. I want to have a great 50th. This is a big deal and it is special for our residents. Do we need it Friday through Monday? If we cut down some, maybe the residents won't look at it like we are spending so much money. I don't have a problem giving you guys money. I want to see how much more in

donations we are going to get. If we give the money and you get more donations, does that mean you will spend more money to get more vendors?

Mayor Haskins stated I have previously stated if we raise the money with the donations, we will not spend the money that council gives us.

Mr. Heffner stated I see you have Mark Farner. They will draw a lot of people. We are not set up for that. We don't have the police, crowd control or means to keep the musicians safe.

Mayor Haskins stated that is your belief. We have been working diligently on this for several months. We have a lot of things in place that we will be able to facilitate this.

Mr. Heffner stated I hope so. I don't see how you can.

Mayor Haskins stated last year, we had over 5,000 people. The food trucks sold out of food in just a few hours. I am pretty sure Mr. Farner will not attract that many more people.

Mr. Hull stated the Finance Committee did discuss this as well as a lot of other things and that is part of the reason that we voted unanimously to recommend the \$40,000 to the council.

Mr. Martibianco asked what steps have been taken to ameliorate the issue with the road on Champion Drive. Are our edge drains going to be impacted?

Mr. Abbey stated we are working closely with the builder. They have to have regular maintenance. They need to keep bags over the structures. The Mayor and I went out there again and looked at it. It is an impossible task to keep that road clean. There will be inconveniences for the next six months. If this was anyone else, that would be five years. They are moving at a pace that I have never seen, 15-20 basements at a time. That compounds the problem because they are regular size lots. They have a fence up that gets knocked down in the front. We told them they have to make sure it stays up, even if they have to do it everyday. They are stone matting the driveways and are doing the right measures that are required by law under soil erosion. The snow and then the thaw keeps the mud on the roads. They have contracted with someone to clean the roads and we have asked for that documentation. Once we receive it, we can sit down for a meeting with them. It is an ongoing problem. Last year they did Hunters Road and it is all built out and looks pretty good. It is a lot of activity all at one time. We will keep monitoring it. It is a muddy mess and will be an inconvenience until there is sod put down. This is a new development and if you happen to be one of the first homeowners in there, this is what comes afterward. The Building Official is out there more than anywhere else in the city but, he cannot stay there all day and watch them either. We will try to hold them as accountable as we can during the process.

Mr. Smith stated Mrs. Conley was just asking me about the council tent for the 50th Anniversary celebration. Mayor, you mentioned at the Finance Meeting an idea for this. Would you please share that with the council?

Mayor Haskins stated we have been working on including the past elected officials for over a year. Quite a few have responded that they will be coming. Logistically with all the other things we have going on, the best option for this will be to open the newly renovated Police Training room which is air conditioned, has a refrigerator, sink and bathroom facilities inside. I know a few of our past elected officials are not in the best of health so this would work out perfectly. They will be front and center at the event.

Mr. Heffner stated I personally would rather be at City Hall. We are council people not Police Officers.

Mayor Haskins stated if you want it at City Hall, we will try to have it at City Hall. I was just trying to figure out a place that was front and center and by the other events.

Mr. Martinibanco stated it is not about us. It is about our predecessors being able to enjoy the event. I agree about using City Hall but, I appreciate the Mayors offer.

Mr. Fenner asked if you are considering council chambers? There are stairs whereas the Police Station is on the ground floor and is new and very nice. I would just want the best location possible.

Mr. Martinbianco stated I haven't seen a site plan with the expected layout of the event. This is one of the components of putting together a budget. If we had 5,000 people last year, we will have 15,000 or more this year. We have to make sure we can accommodate everyone. This is a free event, people will come from all over not just from Burton. Parking is the biggest thing for me.

Mrs. Conley stated on the sheet I have it doesn't say council being at the Police Department. The first time I have heard this is today. I have been doing a lot of planning for the council tent. Since the article came out last week, a lot of previous council members have reached out to me and they were glad the article was out there because that's how they knew about it. I am trying to get pictures and articles to make banners to represent everyone. I think the council does deserve to pick where they want it and what they want to do with it. To me, there is nothing about the council on this sheet.

Mayor Haskins stated that sheet you have is a budget list with the vendors we are paying. We are not paying the council to be at the event so you are not on that sheet.

1. Motion to untable item L. #1 to Approve and authorize a 2021-2022 budget amendment: Increase 1001-6090-959-7674 Memorial Day Parade by \$40,000; Decrease General Fund Balance by \$40,000.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

2. Motion to add to the agenda to Approve and authorize a 2021-2022 budget amendment: Increase 1001-6090-959-7674 Memorial Day Parade/50th Anniversary by \$40,000; Decrease General Fund Balance by \$40,000.

RESULT:	CARRIED [4 TO 3]
MOVER:	Tom Martinbianco, Vice President
SECONDER:	Gregory Fenner, Councilman
AYES:	Martinbianco, Smith, Fenner, Hull
NAYS:	Heffner, Conley, Hickson

K. COUNCIL ACTION

1. Approve and authorize the payment of Attorney Billing (Doyle) 2/16/22 to 2/28/22 in the amount of \$4,456.30.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Christina Hickson, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

2. Approve and authorize the request for a Residential Sanitary Water & Sewer Installer's License for Pzarka Site Development, LLC., 5747 Bullard Road, Fenton, Michigan.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Tom Martinbianco, Vice President
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

3. Approve and authorize the appointment of Deborah Walton, PO Box 190273, Burton, MI 48519, to the Election Commission with a term ending March 7, 2026.

Mrs. Hickson stated she was looking on the computer at the Burton Ordinances and they say the Election Commission members shall not be City Officials, employees or candidates for elected office in the city. My point is, Parks and Rec members get paid by the city. Does that make them an employee?

Attorney Doyle stated I don't have that answer off the top of my head.

RESULT:	TABLED [5 TO 2]	Next: 3/21/2022 7:00 PM
MOVER:	Tom Martinbianco, Vice President	
SECONDER:	Christina Hickson, Councilwoman	
AYES:	Martinbianco, Heffner, Smith, Conley, Hickson	
NAYS:	Fenner, Hull	

4. Approve and authorize the Mayor and City Clerk to execute a contract with ACE-Saginaw Paving Co. 115 S. Averill Ave., Flint, MI 48506, for the Maplewood Meadows S.A.D. Paving Program contract which is the Local Street Paving for the Not-to-Exceed fee of \$842,345.00

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

5. Approve and authorize the City Clerk to set a special city council meeting for the purpose of the second Public Hearing for Maplewood Meadows Subdivision Paving, SAD Project #22-019-P, for Monday, March 21, 2022, at 6:30 p.m. at City Hall, or any later date of City Council choice; (a minimum of fourteen (14) days is required. Public notices and letters to residents will be sent as appropriate.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tom Martinbianco, Vice President
SECONDER:	Gregory Fenner, Councilman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

6. Approve and authorize Mayor and Clerk to sign Resolution 2022-5 to award the SRF Segment 2 construction contract to Insituform Technologies, 17988 Edison Ave., Chesterfield, MO 63005, the lowest responsive bidder for a cost not to exceed \$2,348,385.50

Mrs. Conley asked, weren't we talking about the CARES money maybe taking care of this?

Mr. Heffner stated I don't think we have decided how we are going to pay for it yet.

Mrs. Conley stated we should have another meeting to discuss it.

Mr. Smith stated first of all, what is happening with the fed is they are going to raise interest rates. There is also inflation which is dwindling our purchasing power right now. We get a little over 2% on the money in our sewer fund right now and it is going up. Bonds at 20 years is 1.78% and for 30 years, it is 2.25%. One thing about the bonds that is really good is they are locked in at 2.5%. When the feds raise the rates, the stock market drops because people move money from the stock market over to bonds and that bids up the bonds. We are trying to lock this in before that happens. We need to get the full purchasing power for that bond.

Discussion continued on inflation and bonds.

Mr. Hull asked Mr. Abbey, do we have someone coming in to discuss this at the next Council Meeting?

Mr. Abbey stated they couldn't be here on March 7th but, Mr. Martinbianco and I both spoke to them. Keep in mind that it is not smart not to bond for this. We are making more money this way.

Mr. Heffner stated you are still putting the city into debt when you don't have to. It makes no sense.

Mr. Abbey stated it does make sense and any finance person in the world will tell you that it makes sense. You still have your cash in the bank and can always pay them off at anytime. More importantly, we have a \$40 million sewer issue over the next 20 years. The system has out lived it's useful life cycle. You don't have enough money to do it that way you want.

Mr. Heffner stated all I said was don't bond for it. We have CARES money.

Mr. Martibianco stated we did discuss a bicameral project where we use so much cash and then bond for the rest. All we are doing tonight for this line item is approving the low bidder at a not-to-exceed cost. We haven't decided on financing options yet. This is only to lock in this bid amount which came in below the projected cost and this is at a time where everyone is struggling to work. How many bids did we get for this project?

Mr. Abbey stated I believe there were seven bids. There are other needs we have as well and we have to address them. Why spend all your cash upfront if you don't have to. It doesn't make sense. All the new money that is coming in through the infrastructure bill will be for SRF and DWRP funds. If you get out now, you risk losing forgiveness later. We received forgiveness of \$3 million in the water projects that we would've had to pay for. The same thing will happen here.

Mr. Heffner stated we still owe another \$22 million that our residents are hemorrhaging in their water bills.

Mr. Abbey stated we didn't create the infrastructure 70-80 years ago. It has outlived its usefulness. What are we going to do? Do you want to be like Flint? Do you want to do it that way?

Mr. Heffner stated we have 80 years worth of terrible infrastructure that this generation is paying for all at one time. We can't do it all at once.

Mr. Abbey stated that is not correct. We have only done one third of our system. We still have needs out there. You have to take the blinders off. You have to fix it. It's the law; they will step in and make you do it.

Mr. Heffner stated we have to be mindful of the residents also.

Mr. Abbey stated we are. You haven't seen water rates go up. We have held the water rates. We are doing our part. We dropped them. That is not the issue here. Right now, this is good for the taxpayers. The bids are even better than we anticipated. We have to seize these things when the opportunity is there.

Discussion continued regarding funding for sewer projects.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tom Martinbianco, Vice President
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

7. Motion to Call the Question.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tom Martinbianco, Vice President
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

8. 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 construction engineering services for the construction phase of Segment 2 - SRF Wastewater System Improvement project at a cost not to exceed \$239,800.

Mr. Heffner stated I understand that Dima is no longer our representative. Who is our new representative?

Mr. Abbey stated we have been dealing with Dima's assistant, Spencer Cain.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

9. Motion to Amend tabled item: Approve and authorize a 2021-2022 budget amendment: Increase 1001-6090-959-7674 Memorial Day Parade/50th Anniversary by \$25,000; Increase City Council 1001-1001-703.0001 by \$5,000; Decrease General Fund Balance by \$30,000.

Mr. Martinbianco amended the motion to \$25,000 to the Memorial Day Parade/50th Anniversary line item and added a new line item for \$5,000 under City Council 1001-1001-703.0001 for the Memorial Day/50th anniversary event.

Mr. Hull confirmed the details of the amendment. Do we need \$5,000 for City Council? Is this for the council tent?

Mr. Martinbianco stated that is my understanding.

Mr. Hull asked, is that going to cost \$5,000?

Mr. Martinbianco stated I am not sure, it depends on how we would like to honor past councils.

RESULT:	CARRIED AS AMENDED [5 TO 2]
MOVER:	Tom Martinbianco, Vice President
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Smith, Fenner, Conley, Hickson
NAYS:	Heffner, Hull

10. Motion to Approve and authorize a 2021-2022 budget amendment: Increase 1001-6090-959-7674 Memorial Day Parade/50th Anniversary by \$25,000; Increase City Council 1001-1001-703.0001 by \$5,000; Decrease General Fund Balance by \$30,000.

RESULT:	CARRIED [6 TO 1]
MOVER:	Tom Martinbianco, Vice President
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Smith, Fenner, Conley, Hull, Hickson
NAYS:	Heffner

11. Motion to untable item #3 Appointment of Deborah Walton to Election Commission.

Mayor Haskins stated regarding the tabled motion on item #3, I believe Mrs. Hickson was referring to the City Charter. To refresh everyone's memory, in June of 2019, the council appointed Jim Craig to the Election Commission unanimously. So he has been on the commission for almost three years. He is also a member of our Parks & Recreation Commission.

Attorney Doyle stated I believe the council can confirm that none of our board members on Planning, Zoning, Parks & Rec are offered any benefits, healthcare, pension, etc. I do not believe the charter intended for the word employee to mean a commission member. In section 12.6 of the charter which is what Mrs. Hickson was referring to, it says city officials, employees or candidates for elective office. If you go to chapter 6 which refers to the council and their duties and responsibilities, section 6.13 Employee Welfare Benefits states the council shall have the power to make benefits available to employees including health insurance. Section 6.14 states the council may provide employees pension plans. I don't think that it ever contemplated Planning, Zoning or other board members being an employee for those purposes.

Mr. Heffner stated it says may, not shall.

Attorney Doyle stated it says you may provide that to employees. That is what I am saying. I am not arguing the word may. I am arguing that it didn't intend for an employee to be a commission member. Had it done that, I don't think it would have used the word interchangeably in both sections.

Mr. Smith stated I would like to make a motion un-table agenda item #3.

Mr. Heffner stated I think we need another opinion on this. I am not convinced, just because we did it wrong once. If you are getting a paycheck, that makes you an employee.

Attorney Doyle stated not necessarily, not by terms of the City Charter. I don't believe that is what it intended. I don't believe that is what it means.

Mr. Heffner stated we need to get the Attorney General opinion.

Mr. Fenner asked if Election Commission members get paid.

Ms. Boggs stated it is a volunteer position.

Discussion continued regarding the Election Commission position, the City Charter and whether or not a board member is considered a city employee.

Attorney Doyle stated based on how the charter reads specifically in the council section 6.13 and 6.14, it did not intend for a commission member to be an employee. Do you believe then that the council could provide for pension plans and other benefits for Commission members?

Mr. Smith stated I believe at one time these were unpaid positions, when the charter was written.

Attorney Doyle stated it is hard to determine who is an employee and who is not. Is the city a client of mine or am I an employee because I get a 1099 from the city?

Further discussion ensued on who and who is not a city employee.

Attorney Doyle stated the charter distinguishes between elected officials, administrative officials and employees. I think it meant to distinguish between an employee that works at DPW or the Clerk's Office and someone who might be a commission member.

Mayor Haskins stated this position was posted. Only one person has applied and it is a volunteer position.

Mr. Heffner stated just remember we took oaths to uphold the charter and the charter clearly states an employee cannot do this.

Mr. Hull asked, what is the suggestion then? Do we stop paying the commissioners or do we adjust the charter? What is the solution to this problem?

Mr. Heffner stated we get somebody that doesn't get paid by the city to be on the commission.

RESULT:	FAILED [3 TO 4]
MOVER:	Vaughn Smith, Councilman
SECONDER:	Gregory Fenner, Councilman
AYES:	Smith, Fenner, Hull
NAYS:	Martinbianco, Heffner, Conley, Hickson

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

Meeting was adjourned at 8:38 PM.



CITY OF BURTON
BURTON CITY COUNCIL MEETING
FEBRUARY 21, 2022
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. INVOCATION LED BY: CHRISTINA HICKSON

B. THE PLEDGE OF ALLEGIANCE IS LED BY: CHRISTINA HICKSON

C. ROLL CALL

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Vice President	Present	
Steven Heffner	President	Present	
Vaughn Smith	Councilman	Present	
Gregory Fenner	Councilman	Present	
Christina Conley	Councilwoman	Present	
Greg Hull	Councilman	Excused	
Christina Hickson	Councilwoman	Present	

D. APPROVAL OF AGENDA

1. Approve the agenda as presented.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Vaughn Smith, Councilman
SECONDER:	Christina Hickson, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hickson
EXCUSED:	Hull

E. STAFF PRESENT

Duane Haskins, Mayor
 Racheal Boggs, City Clerk
 Brian Ross, Police Chief
 Kirk Wilkinson, Fire Chief
 Charles Abbey, DPW Director/HR
 Jodi Holbrook, Controller

F. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Feb 7, 2022 7:00 PM

Minutes Acceptance: Minutes of Feb 21, 2022 7:00 PM (APPROVAL OF MINUTES)

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Christina Hickson, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hickson
EXCUSED:	Hull

G. ADMINISTRATIVE REPORTS

Mayor Haskins gave a report on the following:

- Taxes are due February 28, 2022. Taxes not paid on the 28th will automatically go to the county.
- There are issues with the contract for the police gas pump and parking lot. We are at the mercy of the installers. We would like to have everything done before Memorial Day. Mr. Abbey is keeping a close eye on this.
- There is a budget transfer on the agenda tonight for the Memorial Day/50th Anniversary event. Mr. President, you were in my office the other day and we discussed all of the events we have planned. We have a lot planned. We probably have enough money to cover the events but not to cover staffing for the four days. We are seeking donations and if we get enough donations, we may not need all the money and we could transfer it back at that time.

H. COMMITTEE REPORTS

Mrs. Conley gave a report on the 50th Anniversary Committee and Public Access Meeting. I handed out a schedule of events from the committee meeting to the council tonight. I would like to do a City Council tent on Sunday including all past and present councils. We had a discussion at our Public Access Meeting and would like the input of all council members. I want every body to walk in the parade. The committee was supposed to check with the Mayor to see if you wanted to be under the council tent too.

Mayor Haskins stated there is a lot that has already been planned for the area and space that we have. Like I told the President, we already have a tent. That tent can be utilized. As long as it fits into the time frames, I think it is a great idea. We have already planned on reaching out to the past Mayors and Council Members. I know President Heffner came in and talked to the Clerk about it but we had already discussed inviting them to the parade and festivities. Once we get the RSVP's, we will have a better idea.

Mrs. Conley stated I would like to do our council tent strictly as a council tent. We want to work with the rest of the committee but it is important and I would like our own tent. I would like to set it up with the history, the people that were on the past council, pictures and all kinds of stuff. I want a separate tent for the council and the mayors, if that is possible.

Mayor Haskins stated we will definitely have to check on available locations because I don't want our past representatives of our city being shoved off into a small tent in a corner somewhere. They need to be front and center.

Mrs. Conley stated I totally agree and that is what I want to do. When I was taken off the Parks & Rec and put on the Public Access Committee, I was put on that committee to do this and that is what I'm going to do. I will work with anybody I got to work with and I'm not going to put anybody in a corner.

Mr. Heffner would like the council to host a reception for past Mayor's and Council people. Maybe we could have a set time where all of us show up at the same time on Sunday to

host a dinner or a get-together of some sort. We have time to figure out those details. If there will already be a tent, we can utilize that.

Mr. Fenner stated the 911 Consortium had a meeting where they discussed the ambulance contracts again. Right now, everyone is licensed to cover the entire county. What they are worried about is back up ambulances. As an example, Medstar signs a contract with Davison, the other ambulance companies will exclude Davison from their area. Now there is only one ambulance company for Davison without a back up. I recommend we stay the course until they iron everything out. They are moving forward with accepting contracts and implementing them. Every time they get closer, there is a setback.

Mrs. Hickson gave a report on the Legislative Committee meeting. We discussed the election process. We will be having another meeting. We are open to new ideas and the public is welcome.

Mr. Smith stated I attended the Legislative meeting and something that was brought up was in November, we raised the pay for Election Workers for that election and it helped the Clerk recruit election workers. I would like the council to discuss raising the pay even if it is temporarily. From what I hear, the Clerk struggles to find workers. The state legislature requires training for anyone to work elections. Increasing the pay may alleviate these problems. If people can make more money working the election than they do at their jobs, guess what they will do? They will take a day off work to work the election.

Mr. Heffner stated I will completely support that. It needs to be done sooner rather than later that way the Clerk has a number she can work with to start enticing new people to sign up.

Mayor Haskins stated at least 80% of our election workers work an entire day. Once they begin working, they cannot leave until the end. The polls open at 7:00AM and close at 8:00PM. They can't just come and work a couple hours and leave. That also creates an issue with finding workers to work those long days.

Mrs. Conley stated at the meeting, I think it was Mr. Martinbainco that said we can't just have anybody come in and work the polls. They have to have a little bit of background and fill out an application.

Mr. Heffner stated I think the Clerk's Office trains the workers.

Mayor Haskins stated under the law, the only requirement is that you are a registered voter just like running for City Council, the only qualification is that you are a registered voter. No experience is required.

Mr. Heffner congratulated the Chairs of Public Access and Legislative Committees on chairing their first meeting. I watched the meetings and you both did a good job.

I. AUDIENCE PARTICIPATION

Angela Rodriguez of 2219 Champion Lane in Burton expressed concerns regarding the mess created by the contractors doing work at Burton Estates. My yard is flooded and destroyed and my paved road is covered with dirt and nails. I am asking for your help.

J. COUNCIL DISCUSSION

Mr. Fenner stated Mrs. Rodriguez called me about the issue at Burton Estates. I called the Mayor and someone went out to try to alleviate the problem and it didn't work. I went to the home today and the back yard is flooded. They live in an existing home from 2005. In each direction, there are new homes being built and basements dug. It looks like they have

raised the level and the water is funneling right into their yard. I was able to see pictures of their yard in the summer time and there is not a dandelion in it normally. She is right, the road looks like a dirt road. I don't know how we hold the builder accountable to some of this but we absolutely have to figure it out. It doesn't look like they are sweeping every Friday like they are supposed to. I feel bad for these people, they have a really nice home.

Mrs. Conley stated I wish I didn't have to bring this to the council but I brought it up at the last meeting to Mr. Abbey and I got another phone call today from Genesee Fence. The fence over at Fire Station 1 has still not been paid for.

Mayor Haskins stated the problem was they emailed the invoice to Mrs. Conley because somehow, she got involved with it. We never knew and she never notified us that the invoice was sent to her. Our purchasing agent reached out to them and said we didn't receive the invoice to pay them. They responded that they did email it and forwarded us the original email. It was sent to Mrs. Conley and she never brought it up to us. That is why it was delayed.

Mrs. Conley stated the fence was done in November. I don't write the paychecks for Burton. I might have went there and got the samples for the fence and put a folder together for everybody but I don't have the authority to do anything. They just called me today and they know the City of Burton is who they should go to. I didn't get involved, I just went there and got information.

Mayor Haskins stated my understanding from what they said is you and Jeremy Scharrer were calling them nonstop making changes to the project and they thought you were running the project. We explained to them that everything goes through the city. Regardless, they sent you the invoice. That is what caused the delay. You never notified us that the invoice was sent to you.

Mrs. Conley said, excuse me. Two weeks ago, that's when I received it. Right? And told Mr. Abbey, Right?

Mr. Abbey stated you did let us know two weeks ago that they were not paid. There is a process. I went right to our Purchasing Agent who handles this. I explained to her what you told us. We needed to know where to take the money from. You can't just pay people out of certain places, we have a process. The auditors insist on that. Now, the controller tells me it was paid. You say it hasn't.

Mrs. Conley said, they called me today.

Mr. Abbey said, they shouldn't be calling you to begin with. Tell them to call us. That is where they get the check from.

Mrs. Conley said all Jeremy and I went there for was to get samples of what we would like to have done with the fence. We didn't tell them who to contact. We did make changes but we are still not the City of Burton. November, December, January, February, that's over 90 days.

Mayor Haskins stated for clarification, Penny Johnson emailed Mrs. Conley the invoice on December 7, 2021 at 8:38 AM. I have the email here. You brought it up at the last Council Meeting on February 7th.

Mr. Abbey stated for Mrs. Conley, so she has all the information, the check number that was sent to the company that did the fence is 180667 and it went out Friday morning. If you would have called us when they called you, we could have told you that.

Mrs. Conley stated I did not call them and harass them, I went there once for samples. I will call them tomorrow and tell them to call you.

Mayor Haskins stated they can call Julie, the Purchasing Agent, she handles this.

Mr. Smith stated I received two phone calls from residents in regards to parking. Mr. Heffner and Mrs. Hickson have been made aware of it. They thought we had an ordinance for over night parking on the street. In this situation, the car is parked in the street indefinitely and the driveway is empty.

Mr. Heffner stated we need to talk with the attorney about putting a limit on cars that are parked in the road indefinitely versus cars parked over night or temporarily.

Attorney Doyle stated we can look into that. We have regulations about parking near mailboxes and other parking regulations.

Mr. Smith stated I would like to get a read on this from the council and see if we can have the attorney, administration and Police Chief look into this and come back and discuss it in a couple weeks.

Mayor Haskins asked what are you wanting us to look into? How are you looking to correct the issue, exactly?

Mr. Smith stated Mr. Fenner has an example of an ordinance. How does it read?

Mr. Fenner read the following: "no person shall park a vehicle or permitted to stand either wholly or partly within the limits of any public highway of the township throughout the night".

Mr. Smith stated another way you can do it is use time frames such as 7:00PM to 7:00AM. You have to give them something so they will have to move the car.

Mr. Heffner stated we have to remember that some of these people paid for curb and gutter so they could park in the road.

Mayor Haskins stated that is not going to be a good blanket legislative rule to follow because there are numerous places where people park in the road. Mr. Heffner might have a point.

Mr. Heffner stated I wouldn't support banning them from parking but I would support limiting long term parking. The vehicle should be moved everyday.

Further discussion ensued regarding operable vehicles, parking on both sides of the street, signs and safety concerns.

Mr. Abbey stated one thing to consider is this is impossible to police. Another is that some of these streets have mailboxes on both sides of the street. There is a lot to think about. On the surface, it sounds good.

Mr. Fenner asked the Legislative Committee to look into what other municipalities have done and take it to a Legislative Committee Meeting.

Mrs. Hickson stated the Committee will take it up.

Mr. Heffner asked the City Attorney to research this.

Mr. Smith stated as we are all aware that things are getting more expensive. We have inflation. When inflation occurs, the Fed will determine that we have to cool off the economy so they raise interest rates. They are projecting a raise in interest rates of 4-7 times for this year. Right now, we have a plan of five phases for the sewer. We have implemented the first phase and we are on our second phase. We have discussed how we are going to pay for it. We still have four phases left that are approximately \$3 million each. The Fed is projecting raising rates in March. As an example, a \$300,000 home on a 30-year fixed mortgage, the banks offer a rate of 3.5% the total cost to finance the home would be \$485,000. This would be a substantial increase on the amount of \$3 million. I would like to discuss this before we get into the budget. Can we review this at a Finance Meeting? We have to figure out how we are going to pay for it.

Mr. Martinbianco asked how far along we are into the process?

Mr. Abbey stated we have gone out to bid for phase two and it will start any day, next year will be phase three and so on for all five phases. We have always planned on bonding for it unless the council says otherwise. That was the \$15.5 million you committed to earlier. The phases are coming in under budget; phase two was approximately \$2.9 million of the \$3 million projected.

Mr. Smith asked if we have locked ourselves into the bond. We haven't fully decided how we are going to pay for it, correct.

Mr. Abbey stated tentatively but each phase you will have to approve. That is correct. If you don't bond for the whole project, you probably will not be eligible for loan forgiveness. Like on the water project, they forgave \$3 million. The sewer project is the same way.

Mr. Martinbianco suggests talking to Benzinski. He asked the administration to contact the bond counsel and have these discussions prior to the Finance Meeting.

Further discussion continued regarding bonding and options. A Finance Committee Meeting was scheduled for Monday, February 28, 2022 at 5:00PM.

Mr. Smith would like to make sure the issue at Burton Estates has a timeline on it so it doesn't get lost.

Mr. Heffner suggests the city go out to the site and speak to the developer and give them a time to have the road cleaned up and if it is not done, give them a stop work order on all the projects.

Mr. Abbey stated Mrs. Abbey doesn't do field work. The building official handles this. The Mayor and I drove out there today. I see the pond on the left side of the property. The road is a mess. You do have a beautiful place. Anytime you build this fast on these small lots, it does create a problem. They have been one of the better companies to work with in many years. You are caught in a perfect storm because you have building happening on both sides of you. If they destroyed your backyard, we will hold them accountable and they will make it right. They are sweeping the streets on a regular basis.

An inaudible conversation occurred in the audience.

Mr. Heffner stated if I did not know there was asphalt on the street, I would have thought they lived on a dirt road. We are aware of the situation and we will keep in touch with the administration regarding this.

K. COUNCIL ACTION

1. Approve and authorize the payment of Attorney Billing (Doyle) 2/1/22 to 2/15/22 in the amount of \$5,993.25.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Christina Hickson, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hickson
EXCUSED:	Hull

2. Approve and authorize the following 2021-2022 budget amendment: Increase 1001-1001-808.0000 Audit and Other Professional Services by \$5,500; Increase 2002-4082-808.0000 Audit and Other Professional Services by \$1,500; Increase 2003-4082-808.0000 Audit and Other Professional Services by \$500; Increase 2006-2006-808.0000 Audit and Other Professional Services by \$900; Increase 2007-2007-808.0000 Audit and Other Professional Services by \$1,000; Increase 5013-0000-808.0000 Audit and Other Professional Services by \$150; Increase 5090-5090-808.0000 Audit and Other Professional Services by \$4,000; Increase 5091-5091-808.0000 Audit and Other Professional Services by \$2,750; Increase 6061-6061-808.0000 Audit and Other Professional Services by \$2,500; Decrease Each Coordinating Fund Balance by \$18,800.

Mr. Smith asked for an explanation from the Controller.

Ms. Holbrook stated the original amount budgeted for the auditors was \$63,100. If you remember at the audit presentation, the auditors pointed out to you that they had to spend a lot of time on our single audit this year and our total cost to them was \$78,550. There are a lot of lines on here because the audit fees are allocated all over various departments of the city. It is an increase due to the single audit being added to it.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hickson
EXCUSED:	Hull

3. Approve and authorize the following 2021-2022 budget amendment: Increase 2006-2006-991.0001 Principal Portion of Lease by \$51,500; Increase 2006-2006-995.0001 Interest Portion of Lease by \$5,900; Decrease Fire Fund Balance by \$57,400.

Mr. Smith asked for an explanation from the Controller.

Ms. Holbrook stated there is a carryover from last year. The auditors recommended instead of postdating that payment that we make two payments. This is the amendment for that.

Minutes Acceptance: Minutes of Feb 21, 2022 7:00 PM (APPROVAL OF MINUTES)

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tom Martinbianco, Vice President
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hickson
EXCUSED:	Hull

4. Approve and authorize the following 2021-2022 budget amendment: Increase 2002-4051-802.7606 S.B. Grand Traverse ST (Bristol-Hemphill) by \$247,550; Increase 2002-4051-802.7607 Saginaw ST (Maple-Judd) by \$221,736; Increase 2002-4051-802.7608 Saginaw ST (Judd-Bristol) by \$233,956; Increase 2002-4051-802.7609 Belsay Road (Davison-Potter) by \$149,515; Increase 2002-4051-802.7610 Maple Ave (Sandalwood-Saginaw) by \$139,990; Increase 2002-4051-802.7611 Maple Ave (Fenton-Sandalwood) by \$54,188; Decrease Major Street Fund Balance by \$1,046,935.

Mr. Smith asked for an explanation from the Controller.

Ms. Holbrook stated the first three lines are a carryover from the prior year. The others are to change it to implement the full amount of the project. None of these are additional funds.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hickson
EXCUSED:	Hull

5. Approve and authorize the following 2020-2021 budget amendment: Increase 1001-6090-959-7674 Memorial Day Parade by \$40,000; Decrease General Fund Balance by \$40,000.

Mrs. Conley stated she would like to table this and send it to the Finance Committee for discussion since they are already meeting.

RESULT:	TABLED [5 TO 1]	Next: 3/7/2022 7:00 PM
MOVER:	Christina Conley, Councilwoman	
SECONDER:	Tom Martinbianco, Vice President	
AYES:	Martinbianco, Heffner, Smith, Conley, Hickson	
NAYS:	Fenner	
EXCUSED:	Hull	

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

Meeting was adjourned at 8:15 PM.

Minutes Acceptance: Minutes of Feb 21, 2022 7:00 PM (APPROVAL OF MINUTES)



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

Meeting: 03/07/22 07:00 PM
Department: Clerk's Office
Category: Attorney Billing
Prepared By: Racheal Boggs
Department Head: Racheal Boggs

K.1

ADOPTED

AGENDA ITEM (ID # 5306)

DOC ID: 5306

Approve and authorize the payment of Attorney Billing (Doyle) 2/16/22 to 2/28/22 in the amount of \$4,456.30.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Christina Hickson, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson



ADOPTED

AGENDA ITEM (ID # 5308)

DOC ID: 5308

**Approve and authorize the request for a Residential Sanitary
Water & Sewer Installer's License for Pzarka Site
Development, LLC., 5747 Bullard Road, Fenton, Michigan.**

ATTACHMENTS:

- Pzarka Site Development Application (PDF)

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Tom Martinbianco, Vice President
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson



City of Burton
4303 S. Center Rd.
Burton, MI 48519
www.burtonmi.gov

Application for Sewer & Water Installer License

Date: 3/01/2022 License Expiration: _____
Name of Applicant: Tina Pieczarka
Applicant Address: 5747 Bullard Rd Fento MI 48430
Phone Number: (248) 431-8883 Email: tina@pzarka.com
Name of Business: Pzarka Site Development LLC
Business Address: 5747 Bullard Rd Fento MI 48430
Phone Number: (248) 431-8883 Plumbing License #: #2101119165

LICENSE FEES	Amount	Proration	PAID
1. Sewer Installer Expires - March 31, _____	\$100.00		☒
2. Water Installer Expires - March 31, _____	\$100.00		☒

- Applicant must file a Performance Bond in the Amount of \$10,000.
- Applicant must maintain insurance against liability in the amounts of \$100,000 for injury to one person and \$300,000 per occurrence, and against liability for property damage in the amount of \$100,000.
- Each contractor shall maintain Workman's Compensation insurance covering all employees.

The undersigned hereby specifically agrees that any approval granted for license received after said approval is subject to revocation at any time by the Burton City Council, and that there shall be no liability on the part of the Burton City Council of the City of Burton, or any officers, members or employees of said units, because of any revocations and the granting of such approval of license does not create a vested right.

The undersigned hereby specifically agrees to abide by all provisions of Burton City Ordinance #112, adopted 8-4-69, effective 9-15-69, and all City Ordinances and Resolutions of the Burton City Council now in force or hereinafter adopted.

I, Tina Pieczarka (applicant) being duly sworn, state that I have read the foregoing application and exhibits therein contained and attached, by me subscribe and knowingly made the foregoing answers, statements, and representations therein contained and that said statement representations are true.

THIS APPLICATION MUST BE SIGNED BEFORE A NOTARY: _____

Signature of Applicant

Subscribed and sworn before me a Notary Public in and for the County of Oakland, State of Michigan this 1st day of March, 20 22.

Notary Public

SUSAN TRACY
NOTARY PUBLIC - MICHIGAN
Commission Expires
OAKLAND COUNTY
ACTING IN THE COUNTY OF Wayne

Y:\Documents\LICENS Applications\Sewer & Water Installer.docx

Attachment: Pzarka Site Development Application (5308 : Residential Sanitary Water & Sewer Installer's License)



CERTIFICATE OF LIABILITY INSURANCE

K.2.a

DATE (MM/DD/YYYY)

3/2/2022

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

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

PRODUCER The Dearborn Agency Inc. 22691 Michigan Avenue Dearborn MI 48124		CONTACT NAME: PHONE (A/C, No. Ext): 313-562-8373 FAX (A/C, No): 313-562-5371 E-MAIL ADDRESS: info@dearbornagency.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Westfield Insurance Co.	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES	CERTIFICATE NUMBER: 1833609703	REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.		

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:	Y	Y	CWP4280728	2/19/2022	2/19/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	Y		CWP4280728	2/19/2022	2/19/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WCP9677980	5/3/2022	5/3/2023	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

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

CERTIFICATE HOLDER City of Burton 4303 S. Center Rd Burton MI 48519	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	--

BOND NO. 72434377SEWER DIGGER'S BOND

KNOWN ALL MEN BY THESE PRESENTS: That We, Pzarka Site Development
 _____ of the City,
 Township or Village of Fenton, State of Michigan,
 hereinafter called the Principal and WESTERN SURETY COMPANY,
 hereinafter called the Surety, a corporation organized under the laws of the State of _____
South Dakota, with its home office in the City of Sioux Falls,
 in the said state are held and firmly bound unto the City of Burton, a Municipal Corporation of
 the State of Michigan, hereinafter called the Obligee, in the sum of Ten Thousand and no/100ths
 Dollars (\$10,000.00), lawful money of the United States of America; for the payment whereof to
 the Obligee, the Principal/Principals bind (s) himself/themselves, his/their heirs, executors,
 administrator, successors and assigns, and the surety binds itself, its successors and assigns,
 jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, That WHEREAS, the above named
 Principal is about to engage in the business of tapping and making connections with sewers and
 other service pipes and excavating for that purpose within the streets, lanes and alleys of the
 City of Burton in accordance with the provisions of Ordinance No. 56 as amended, entitled, "An
 Ordinance providing for the operation of Public Sewers and Sewer Systems within the City of
 Burton, connections thereto and use thereof; Providing penalties for violations, and providing for
 other related matters." Adopted August 4, 1969, and has made application for a license therefore
 as provided in said ordinance during the period between ~~April 1st~~ ^{February 1st} 2022, and March 31,
2022. Therefore, if the above named Principal shall well and faithfully comply
 with all the provisions of said ordinance and those of all other ordinances of the City of Burton
 relative to said business and shall save and keep harmless the said City of Burton from any and
 all claims or suits for damages resulting from any violation thereof by him or his employees in
 case such license is issued, then this obligation to be void; otherwise to remain in full force and
 effect.

IN WITNESS WHEREOF, We have hereunto set our hands and seals this 2nd
 day of February A.D., 2022.



(Power of Attorney with
 seal thereon, must be
 attached)

Pzarka Site Development
 Principal
 BY: _____

WESTERN SURETY COMPANY
 Surety
 BY: Paul T. Bruflat
 (Attorney-in-fact)
 Paul T. Bruflat, Vice President

Attachment: Pzarka Site Development Application (5308 : Residential Sanitary Water & Sewer Installer's License)

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One SEWER DIGGER CITY OF BURTON

bond with bond number 72434377

for PZARKA SITE DEVELOPMENT

as Principal in the penalty amount not to exceed: \$10,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its
Vice President with the corporate seal affixed this 2nd day of February,
2022.

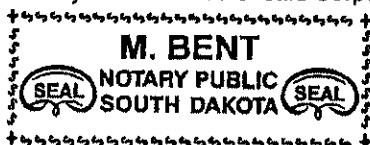
ATTEST

P. Leitheiser
P. Leitheiser, Assistant Secretary

WESTERN SURETY COMPANY
By *Paul T. Bruflat*
Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 2nd day of February, 2022, before me, a Notary Public, personally appeared
Paul T. Bruflat and P. Leitheiser
who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President
and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the
voluntary act and deed of said Corporation.



My Commission Expires March 2, 2026

Notary Public

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.

CITY OF BURTON

Receipt: 110735106

01/31/22

4303 S. CENTER RD.
BURTON, MI 48519

Cashier: 006

Received Of: PZARKA

810-743-1500

WWW.BURTONMI.GOV

The sum of: 200.00

LICENSE	WATER			100.
		1001-0000-450.0000	100.00	
LICENSE	SEWER			100.
		1001-0000-450.0000	100.00	
			Total	200.
CREDIT CARD				200.
Credit Card Fee				5

Attachment: Pzarka Site Development Application (5308 : Residential Sanitary Water & Sewer Installer's License)

Signed: _____



TABLED

AGENDA ITEM (ID # 5305)

DOC ID: 5305

**Approve and authorize the appointment of Deborah Walton,
PO Box 190273, Burton, MI 48519, to the Election
Commission with a term ending March 7, 2026.**

COMMENTS - Current Meeting:

Mrs. Hickson stated she was looking on the computer at the Burton Ordinances and they say the Election Commission members shall not be City Officials, employees or candidates for elected office in the city. My point is, Parks and Rec members get paid by the city. Does that make them an employee?

Attorney Doyle stated I don't have that answer off the top of my head.

ATTACHMENTS:

- Deborah Walton Interest Letter (PDF)

RESULT:	TABLED [5 TO 2]	Next: 3/21/2022 7:00 PM
MOVER:	Tom Martinbianco, Vice President	
SECONDER:	Christina Hickson, Councilwoman	
AYES:	Martinbianco, Heffner, Smith, Conley, Hickson	
NAYS:	Gregory Fenner, Greg Hull	

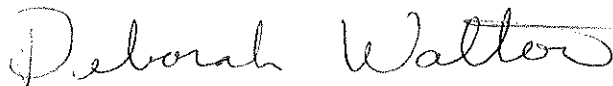
Deborah Walton
P.O. Box 190273
Burton, MI 48519

March 1, 2022

Mayor Haskins and Madam Clerk,

Please accept this as my letter of interest to be appointed as a member of the Burton Election Commission. I am currently a resident of the City of Burton and serving on the Parks and Recreation Commission. In the past, I have sat on the board of the Planning Commission and the Zoning Board of Appeals. Recently, I was appointed to fill a six-month term on the Burton City Council that ended in November of 2021. I think I could be an asset to the Election Commission and look forward to the opportunity to continue to serve this great city. Thank you for your time and consideration.

Kind regards,

A handwritten signature in cursive script that reads "Deborah Walton". The signature is written in dark ink and is positioned above the printed name.

Deborah Walton



ADOPTED

AGENDA ITEM (ID # 5300)

DOC ID: 5300

Approve and authorize the Mayor and City Clerk to execute a contract with ACE-Saginaw Paving Co. 115 S. Averill Ave., Flint, MI 48506, for the Maplewood Meadows S.A.D. Paving Program contract which is the Local Street Paving for the Not-to-Exceed fee of \$842,345.00

ATTACHMENTS:

- Ace Saginaw Bid (PDF)
- Bid Tab MWM 21-019-P (PDF)

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

PROPOSAL

MAPLEWOOD MEADOWS S.A.D. PAVING PROGRAM 21-019-P

This is the PROPOSAL of ACE-SAGINAW PAVING COMPANY, hereinafter called the Bidder, to the City of Burton, a Michigan Governmental Corporation, hereinafter called the Owner.

The Bidder, having familiarized himself with the local conditions affecting the work, and having examined the contract documents including the Advertisement, Instruction to Bidders, Proposal, Agreement, Bonds, Insurances, Specifications and Addenda, hereby proposes to furnish all labor, materials, tools, equipment, utilities and transportation services, and to perform and fully complete all the work listed on the proposal form and/or described in the contract documents and specifications designated as:

CITY OF BURTON, MICHIGAN MAPLEWOOD MEADOWS S.A.D. PAVING PROGRAM 21-019-P

SCHEDULE

The successful Bidder will be required to complete all work within the schedule specified below.

All contract work must be completed in its entirety by June 30, 2022. Failure to complete all contract work by June 30, 2022 will result in the Contractor being assessed liquidated damages in accordance with MDOT 2012 Standard Specifications for Construction.

The successful Bidder will be required to submit a construction schedule to the Owner indicating the dates of completion of the various items of work. This schedule, when approved by the Owner, will become a part of the contract documents.

* See attached documentation of basis of proposal.

BASE PROPOSAL

[illegible]

EIGHT HUNDRED FORTY TWO THOUSAND, THREE HUNDRED FORTY FIVE U.S. DOLLARS

Attachment: Ace Saginaw Bid (5300 : Maplewood Mdws S.A.D.Paving Program 21-019.P)

The undersigned hereby agrees that if the foregoing proposal shall be accepted by the Owner, he will, within fifteen (15) consecutive calendar days after receiving notice of the acceptance of such proposal, enter into contract, in the appropriate form, to furnish all labor, materials, tools, and construction equipment necessary for the full and complete execution of the work at and for the prices named in this proposal, and he will furnish to the Owner all required insurance certificates and policies, and furnish such surety as shall be approved by the Owner for the faithful performance of such contract and for the payment of all materials used in this work and for all labor expended thereon and for the maintenance and guarantee of his work as shall be approved by the Owner.

The attention of the undersigned is directed to the liquidated damages provision of the contract documents. The undersigned hereby agrees that if this proposal be accepted by the Owner, he will complete the entire work of the contract within the specified number of consecutive calendar days after being notified to proceed, and if the work is not completed in the designated time, the liquidated damages specified shall be deducted from any money due the Contractor.

Project to be opened to traffic throughout construction.

Project shall be to complete all work within the schedule specified in this proposal.

The successful Bidder

The undersigned has attached hereto a (Bid Bond) (Certified Check) in the sum of 5% OF ATTACHED BID AMOUNT

(\$) as required in the "Advertisement" and the undersigned agrees that in case he shall fail to fulfill his obligations under the foregoing proposal and agreement, the Owner may, at its option, determine that the undersigned has abandoned his rights and interest in such proposal, and that the certified check or bid bond accompanying his proposal has been forfeited to the said Owner, but otherwise, the said certified check or bid bond shall be returned to the undersigned upon the execution of such contract and the acceptance of his bonds and insurances or upon the rejection of his proposal.

The undersigned affirms that in making such proposal neither he nor any company that he may represent, nor anyone on behalf of himself or his company, has directly or indirectly entered into any collusion, undertaking, or agreement with any bidder to maintain the prices of said work, and further affirms that such proposal is made without regard or reference to any other bidder or proposal and without any agreement or understanding or combination, either directly or indirectly, with any other person or persons with reference to such bidding.

In submitting this bid it is understood that the right is reserved by the Owner to waive any informality in bids, to reject any or all bids, or accept any bid or combination of bids, which is considered most favorable to the Owner.

The Owner reserves the right to decide which divisions will be constructed under this contract. Once the bids are received, the scope of the work will be decided.

Bidder acknowledges receipt of the following addenda(s):

ADDENDUM #1 DATED 02/07/2022

Dated and signed at _____, State of MICHIGAN, this 24TH day of FEBRUARY, 2022.

Name of Bidder ACE-SAGINAW PAVING COMPANY

By: Thomas Gatz **Thomas Gatz/Proj. Mgr.**

Address: 115 S. AVERILL AVE.
FLINT, MI 48504

Telephone: 810-238-1737

Attachment: Ace Saginaw Bid (5300 : Maplewood Mdws S.A.D.Paving Program 21-019-P)



BID TABULATION CITY OF BURTON

K.4.b

Department of Public Works

Project: MAPLEWOOD MEADOWS S.A.D. Paving Program 21-019-P
Bid Opening at: CITY HALL
Date & Time: JANUARY 24, 2022 10am

Present: Julie Griffith, Purchasing Agent
Pete Wingblad, Superintendent of Engineering

Rank	BIDDER NAME & ADDRESS	5% BOND	SIGNED BID	TOTAL BID
1	Ace-Saginaw Paving 115 S. Averill Ave. Flint, MI 48506	Yes	Yes	\$842,345.00
2	Pyramid Paving & Construction 600 N. Jefferson ST. Bay City, MI 48708	Yes	Yes	\$913,706.75
3	Allied Construction PO Box 1290 Clarkston, MI 48347-1290	Yes	Yes	\$947,553.00
4	Hutch Paving 3000 east Ten Mile RdWarren, MI 48091	Yes	Yes	\$969,548.50
5	R & R Asphalt 2800 Childs Lake Rd. Milford, MI 48381	Yes	Yes	\$1,101,640.00
6	AJAX 1957 Crooks, Suite A Troy, MI 48084	Yes	Yes	\$1,209,275.00
7	Cadillac Asphalt 51777 12 Mile Wixom, MI 48393	Yes	Yes	\$1,397,250.00

Attachment: Bid Tab MWM 21-019-P (5300 : Maplewood Mdws S.A.D.Paving Program 21-019-P)



ADOPTED

AGENDA ITEM (ID # 5307)

DOC ID: 5307

Approve and authorize the City Clerk to set a special city council meeting for the purpose of the second Public Hearing for Maplewood Meadows Subdivision Paving, SAD Project #22-019-P, for Monday, March 21, 2022, at 6:30 p.m. at City Hall, or any later date of City Council choice; (a minimum of fourteen (14) days is required. Public notices and letters to residents will be sent as appropriate.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tom Martinbianco, Vice President
SECONDER:	Gregory Fenner, Councilman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson



ADOPTED

AGENDA ITEM (ID # 5301)

DOC ID: 5301

Approve and authorize Mayor and Clerk to sign Resolution 2022-5 to award the SRF Segment 2 construction contract to Insituform Technologies, 17988 Edison Ave., Chesterfield, MO 63005, the lowest responsive bidder for a cost not to exceed \$2,348,385.50

COMMENTS - Current Meeting:

Mrs. Conley asked, weren't we talking about the CARES money maybe taking care of this?

Mr. Heffner stated I don't think we have decided how we are going to pay for it yet.

Mrs. Conley stated we should have another meeting to discuss it.

Mr. Smith stated first of all, what is happening with the fed is they are going to raise interest rates. There is also inflation which is dwindling our purchasing power right now. We get a little over 2% on the money in our sewer fund right now and it is going up. Bonds at 20 years is 1.78% and for 30 years, it is 2.25%. One thing about the bonds that is really good is they are locked in at 2.5%. When the feds raise the rates, the stock market drops because people move money from the stock market over to bonds and that bids up the bonds. We are trying to lock this in before that happens. We need to get the full purchasing power for that bond.

Discussion continued on inflation and bonds.

Mr. Hull asked Mr. Abbey, do we have someone coming in to discuss this at the next Council Meeting?

Mr. Abbey stated they couldn't be here on March 7th but, Mr. Martinbianco and I both spoke to them. Keep in mind that it is not smart not to bond for this. We are making more money this way.

Mr. Heffner stated you are still putting the city into debt when you don't have to. It makes no sense.

Mr. Abbey stated it does make sense and any finance person in the world will tell you that it makes sense. You still have your cash in the bank and can always pay them off at anytime. More importantly, we have a \$40 million sewer issue over the next 20 years. The system has out lived it's useful life cycle. You don't have enough money to do it that way you want.

Mr. Heffner stated all I said was don't bond for it. We have CARES money.

Mr. Martibianco stated we did discuss a bicameral project where we use so much cash and then bond for the rest. All we are doing tonight for this line item is approving the low bidder at a not-to-exceed cost. We haven't decided on financing options yet. This is only to lock in this bid amount which came in below the projected cost and this is at a time where everyone is struggling to work. How many bids did we get for this project?

Mr. Abbey stated I believe there were seven bids. There are other needs we have as well and we have to address them. Why spend all your cash upfront if you don't have to. It doesn't make sense. All the new money that is coming in through the infrastructure bill will be for SRF and DWRP funds. If you get out now, you risk losing forgiveness later. We received forgiveness of \$3 million in the water projects that we would've had to pay for. The same thing will happen here.

Mr. Heffner stated we still owe another \$22 million that our residents are hemorrhaging in their water bills.

Mr. Abbey stated we didn't create the infrastructure 70-80 years ago. It has outlived its usefulness. What are we going to do? Do you want to be like Flint? Do you want to do it that way?

Mr. Heffner stated we have 80 years worth of terrible infrastructure that this generation is paying for all at one time. We can't do it all at once.

Mr. Abbey stated that is not correct. We have only done one third of our system. We still have needs out there. You have to take the blinders off. You have to fix it. It's the law; they will step in and make you do it.

Mr. Heffner stated we have to be mindful of the residents also.

Mr. Abbey stated we are. You haven't seen water rates go up. We have held the water rates. We are doing our part. We dropped them. That is not the issue here. Right now, this is good for the taxpayers. The bids are even better than we anticipated. We have to seize these things when the opportunity is there.

Discussion continued regarding funding for sewer projects.

ATTACHMENTS:

- A RESOLUTION TO AWARD (PDF)
- let_haskins_srf_ww_imp_seg 2_ #5738-01_bid_review_202222.1 (PDF)

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tom Martinbianco, Vice President
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson

Resolution 22-5

**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 \$2,348,385.50 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 AWARD (5301 : Award of SRF Segment 2 Project)



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

February 22, 2022
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 2, SRF Project #5738-01
Bid Review**

Pursuant to your direction, bids for the above-referenced project were received at City Hall on February 15, 2022, where they were opened and read aloud at 10:00 AM. A total of one (1) bid was received. The bid of \$2,348,385.50 was submitted by Insituform Technologies Inc. (Insituform) of Chesterfield, Missouri. One bid (submitted by Granite Inliner) did not meet the project bid requirements (submitted after the 10:00 AM deadline) and therefore deemed disqualified. A bid tabulation has been enclosed for the project.

Stantec has reviewed Insituform's references and completed work list and verified their experience on similar projects, some of which have been in the City. Based on our review of the provided references, their previous experience, and their major subcontractors, we believe that Insituform has the ability to perform the work satisfactorily on this project. Insituform is therefore deemed the lowest responsive, responsible bidder for the above referenced project in the amount of TWO MILLION, THREE HUNDRED FORTY-EIGHT THOUSAND, THREE HUNDRED EIGHTY-FIVE and 50/100 Dollars (\$2,348,385.50)

Should the City choose to award a contract to Insituform, we would be pleased to prepare the contracts for execution, obtain the required bonds and insurance, and schedule a preconstruction meeting to initiate this project. We would like to thank you for this opportunity to provide services for the City and we look forward to continuing this relationship in the future.

Regards,

Stantec Consulting Michigan Inc.

Spencer Cain PE
Project Engineer
Phone: 734-214-1858
Cell: 734-546-6694
Spencer.Cain@Stantec.com

Brian Simons PE, MBA, LEED-AP
Senior Principal
Phone: 734 214 2518
Cell: 734-368-3114
Brian.Simons@Stantec.com

February 22, 2022
Honorable Duane Haskins
Page 2 of 2

Reference: **Burton SRF Wastewater Improvements, Segment 2, SRF Project #5738-01
Bid Review**

Attachment: Bid Tabulation

c. Amber Abbey, Deputy DPW Director

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Attachment: let_haskins_srf_ww_imp_seg 2_#5738-01_bid_review_202222.1 (5301 : Award of SRF Segment 2 Project)

Design with community in mind



Bid Tabulation
for the
SRF Wastewater Improvements - Segment 2 - SRF Project #5738-01
for
City of Burton

K.6.b

Bid Date: Tuesday, February 15, 2022
10:00 AM, local time

20751089

CONTRACTOR:				Isituform Technologies USA, LLC 17988 Edison Avenue Chesterfield MO 63005 636-530-8000		NAME Address Phone Number		NAME Address Phone Number	
No.	Item	Qty.	Units	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
001	General Conditions and Mobilization (5% Max)	1	LS	\$ 114,015.70	\$ 114,015.70		\$ -		\$ -
002	Utility Exploration and Coordination (3% Max)	1	LS	\$ 48,720.20	\$ 48,720.20		\$ -		\$ -
003	Traffic Control and Maintenance	1	LS	\$ 95,963.80	\$ 95,963.80		\$ -		\$ -
004	Audio/Video Route Survey (0.5% Max)	1	LS	\$ 10,065.30	\$ 10,065.30		\$ -		\$ -
100	Inlet Filter	6	EA	\$ 105.90	\$ 635.40		\$ -		\$ -
101	Silt Fence	115	FT	\$ 3.20	\$ 368.00		\$ -		\$ -
102	Tree Protection Fence	378	FT	\$ 1.10	\$ 415.80		\$ -		\$ -
103	Filter Berm	2	EA	\$ 264.60	\$ 529.20		\$ -		\$ -
200	Remove and Replace 8-inch Sewer, SDR 26 PVC, Open Cut	675	LF	\$ 322.90	\$ 217,957.50		\$ -		\$ -
201	Remove and Replace 6-inch Sewer Lead, SDR 26 PVC, Open Cut	103	LF	\$ 296.40	\$ 30,529.20		\$ -		\$ -
204	Remove and Replace Storm Sewer - CMP, 12-inch to 15-inch	60	LF	\$ 84.70	\$ 5,082.00		\$ -		\$ -
205	Remove and Replace Storm Sewer - RCP C76 CL-IV, 12-inch	20	LF	\$ 84.70	\$ 1,694.00		\$ -		\$ -
206	Abandon Existing External Drop	7	EA	\$ 3,016.90	\$ 21,118.30		\$ -		\$ -
207	Interior Drop Connection	7	EA	\$ 3,599.10	\$ 25,193.70		\$ -		\$ -
208	Remove and Replace 48" Dia. Storm Sewer Inlet	1	EA	\$ 4,446.00	\$ 4,446.00		\$ -		\$ -
250	Connect to Existing Sewer Manhole	7	EA	\$ 1,587.80	\$ 11,114.60		\$ -		\$ -
251	Connect to Existing Sewer	3	EA	\$ 349.30	\$ 1,047.90		\$ -		\$ -
252	Sewer Flow Control, Open Cut	1	LS	\$ 39,166.70	\$ 39,166.70		\$ -		\$ -
300	Sewer Flow Control, Lining	1	LS	\$ 11,671.60	\$ 11,671.60		\$ -		\$ -
301	Pre-Lining Sewer Cleaning and CCTV, 8-inch to 15-inch	36,528	FT	\$ 3.70	\$ 135,153.60		\$ -		\$ -
302	Pre-Lining Lateral CCTV, Up to 50 feet	24	EA	\$ 370.50	\$ 8,892.00		\$ -		\$ -
303	8-inch CIPP Sewer Lining	21,203	FT	\$ 30.10	\$ 638,210.30		\$ -		\$ -
304	10-inch CIPP Sewer Lining	3,958	FT	\$ 35.10	\$ 138,925.80		\$ -		\$ -
305	12-inch CIPP Sewer Lining	2,715	FT	\$ 47.70	\$ 129,505.50		\$ -		\$ -
306	15-inch CIPP Sewer Lining	841	FT	\$ 61.50	\$ 51,721.50		\$ -		\$ -
307	8-inch CIPP Spot Liner, 10- feet	14	EA	\$ 3,016.90	\$ 42,236.60		\$ -		\$ -
308	12-inch CIPP Spot Liner, 10- feet	3	EA	\$ 3,122.80	\$ 9,368.40		\$ -		\$ -
309	15-inch CIPP Spot Liner, 10- feet	2	EA	\$ 4,181.30	\$ 8,362.60		\$ -		\$ -
311	Lateral CIPP Liner, Up to 50 feet	24	EA	\$ 5,134.00	\$ 123,216.00		\$ -		\$ -
312	Post-CIPP Lateral Connection Grout	128	EA	\$ 952.70	\$ 121,945.60		\$ -		\$ -
313	Cut Intruding Service Lead	6	EA	\$ 370.50	\$ 2,223.00		\$ -		\$ -
314	Main Line Sewer Joint Test, 8-inch	220	EA	\$ 111.10	\$ 24,442.00		\$ -		\$ -
315	Main Line Sewer Joint Grout, 8-inch	50	EA	\$ 132.30	\$ 6,615.00		\$ -		\$ -
317	Internal Chimney Seal	3	EA	\$ 238.20	\$ 714.60		\$ -		\$ -
318	Manhole Rehabilitation	157	VF	\$ 222.30	\$ 34,901.10		\$ -		\$ -
319	Manhole Frame and Cover	1	EA	\$ 1,958.30	\$ 1,958.30		\$ -		\$ -
400	Remove and Replace HMA Road Pavement, Major (E. Court St., Lippincott Blvd., and Roberta St).	940	SYD	\$ 132.30	\$ 124,362.00		\$ -		\$ -
401	Remove and Replace HMA Road Pavement, Minor (Crestline Dr).	125	SYD	\$ 116.40	\$ 14,550.00		\$ -		\$ -
402	Remove and Replace Concrete Drive Pavement	116	SYD	\$ 137.60	\$ 15,961.60		\$ -		\$ -
403	Restore Aggregate Shoulder, 23A, 6-inch	64	SYD	\$ 18.00	\$ 1,152.00		\$ -		\$ -
405	Remove and Replace Sign	2	EA	\$ 264.60	\$ 529.20		\$ -		\$ -
406	Remove and Replace Concrete Curb and Gutter	371	FT	\$ 90.00	\$ 33,390.00		\$ -		\$ -

Attachment: let_haskins_srf_ww_imp_seg 2_#5738-01_bid_review_202222.1 (5301 : Award of SRF

CONTRACTOR:				Isituform Technologies USA, LLC 17988 Edison Avenue Chesterfield MO 63005 636-530-8000		NAME Address Phone Number		NAME Address Phone Number	
No.	Item	Qty.	Units	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
407	Remove and Replace Brick Paver Drive	32	SYD	\$ 169.40	\$ 5,420.80		\$ -		\$ -
408	Remove Existing Tree, 6-inches or larger	2	EA	\$ 3,355.10	\$ 6,710.20		\$ -		\$ -
450	Restoration	1	LS	\$ 28,182.90	\$ 28,182.90		\$ -		\$ -
TOTAL BASE BID PRICE:					\$ 2,348,385.50		\$ -		\$ -

Attachment: let_haskins_srf_ww_imp_seg 2_ #5738-01_bid_review_202222.1 (5301 : Award of SRF



ADOPTED

AGENDA ITEM (ID # 5302)

DOC ID: 5302

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 construction engineering services for the construction phase of Segment 2 - SRF Wastewater System Improvement project at a cost not to exceed \$239,800.

COMMENTS - Current Meeting:

Mr. Heffner stated I understand that Dima is no longer our representative. Who is our new representative?

Mr. Abbey stated we have been dealing with Dima's assistant, Spencer Cain.

ATTACHMENTS:

- Stantec Proposal.CE Phase 2 (PDF)

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gregory Fenner, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Heffner, Smith, Fenner, Conley, Hull, Hickson



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

February 24, 2022
File: 207585004

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

Dear Mayor Haskins,

Reference: Proposal for Professional Engineering Services – Segment 2 – 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 and completed the design of Segment 2 of the SRF Wastewater System Improvements. The project was advertised on January 10, 2022, and bids were received and opened February 15, 2022. Construction is expected to begin in May 2022.

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 2 project area as defined in the SRF project plan submitted to EGLE, along with limited open cut replacement and repair of 8-inch of gravity sewer mains including restoration of the impacted bituminous roads. The total approximate length of sewers that will be rehabilitated via lining and/or replacement in this phase of the project is approximately 29,400 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.)

Reference: Proposal for Professional Engineering Services – Segment 2 – 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.

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 Cartograph.

Project Budget

We propose to undertake the work outlined above for a not-to-exceed fee of \$239,800. 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.

February 24, 2022
Honourable Duane Haskins
Page 3 of 3

Reference: Proposal for Professional Engineering Services – Segment 2 – SRF Wastewater System Improvements Construction Services

Project Schedule

Please note that the project schedule will assume construction begins in May 2022 and ends November 2022.

Please note that this work will be conducted as an amendment of our existing Segment 2, 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.



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Project Engineer
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Cell: 734 546 6694
Spencer.Cain@stantec.com

Stantec Consulting Michigan Inc.



Brian Simons, PE, LEED® AP
Senior Principal
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Brian.Simons@stantec.com

ACKNOWLEDGED AND ACCEPTED:

CITY OF BURTON

Name of Signer:
Title of Signer:

_____, 2022

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Design with community in mind

Attachment: Stantec Proposal.CE Phase 2 (5302 : Construction Contract with Stantec SRF Segment 2)