



CITY OF BURTON
BURTON CITY COUNCIL MEETING
NOVEMBER 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. 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	Councilman	Present	
Steven Heffner	President	Present	
Danny Wells	Councilman	Present	
Vaughn Smith	Councilman	Present	
Gregory Fenner	Vice President	Present	
Deborah K Walton	Councilwoman	Present	
Christina Conley	Councilwoman	Present	

D. APPROVAL OF AGENDA

1. Motion to approve the agenda as presented.

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

E. STAFF PRESENT

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

F. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Nov 4, 2021 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Deborah K Walton, Councilwoman
SECONDER:	Vaughn Smith, Councilman
AYES:	Martinbianco, Heffner, Wells, Smith, Fenner, Walton, Conley

G. ADMINISTRATIVE REPORTS

Mayor Haskins gave a report on the following:

- Happy Thanksgiving to everyone.
- The Tree Lighting Ceremony is November 27, 2021 at 5:00PM. Thank you to Mrs. Conley, Mr. Fenner, Mrs. Walton, Mr. Scharrer and the volunteers for decorating.
- Genesee County Water and Waste and Plante Moran will be here December 6, 2021 at our council meeting.
- The water tower will be back in service this week.
- The IT Director is here to explain the IT items on your agenda.

H. COMMITTEE REPORTS

Mrs. Conley thanked Alta Equipment, Graves Towing and Maxim Roofing for providing equipment and/or services to put the tree in place and prepare for the event. Thank you to my husband and the volunteers. The fence is being put into place at Fire Station #1. We are still looking for sponsors. Pizza with Santa will be Saturday, December 4, 2021 from 12:00PM-3:00PM. We have several events planned. The Burton Library will be having a sale on Saturday from 10:00AM-4:00PM.

Mr. Smith thanked Jim Craig for his leadership on the Veteran's Honor Run. We had 286 participants. Thank you to the volunteers and to our Police and Fire Departments for traffic control. This was the best one I have ever seen. I would like to thank the administration as well. Congratulations to the winner, 42 year old, Jeff Wolgast.

I. AUDIENCE PARTICIPATION

Jim Craig of Hidden Trails in Burton thanked the Bentley Robotics Team and Boy Scout Troop 160 of Burton for volunteering at the Veteran's Honor Run. Thank you to our sponsors, Hurley Medical Center, Family Care Plus Physical Therapy and Wellness, Vetbiz Central, and Councilman Steve Heffner. Thank you Mr. Smith and Mr. Welch. Thank you to Mayor Haskins for the officiating the opening ceremonies. The safety of the walkers and runners is a priority. Thank you to Chief Ross, Chief Wilkinson and Lieutenant Jones for your help with traffic control.

Ken Duddles of Audrey Street in Burton stated he was present during a traffic incident in his neighborhood where a young man was speeding and hit a young woman and her children tuning into a day care facility on Lapeer Road. Would it be possible to have a flashing school speed limit sign on Lapeer Road near the daycare?

J. COUNCIL DISCUSSION

Mr. Wells stated in response to Mr. Duddles' request, we would like to be able to put these signs near all day cares. Hopefully, we will be able to pick up some state funding. The Belsay Road situation continues. On Saturday morning, several people called the police because the neighbor was again being disruptive including shooting his rifle multiple times. Many of the people in that neighborhood are over 60 years of age. Please take care of these residents on Belsay Road. This is not going to end well.

Mrs. Walton stated nothing can be done unless someone signs a complaint.

Chief Ross stated the issue was that the complainants did not want to sign a complaint. If we do not witness the incident first hand, we need someone to sign a complaint. The last incident Mr. Wells is referring to, a complaint was signed and Attorney Doyle will be receiving it soon.

Mr. Fenner stated while we were working at the Fire Station over the weekend, we noticed one of the hydrants was malfunctioning. I reported it to Mr. Abbey and he came over on a Saturday afternoon to assess the problem. I appreciate it and wanted to recognize his good work.

K. COUNCIL ACTION

1. Approve and authorize the payment of Attorney Billing (Doyle) 10/27/21 to 11/9/21 in the amount of \$5,933.00.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Deborah K Walton, Councilwoman
AYES:	Martinbianco, Heffner, Wells, Smith, Fenner, Walton, Conley

2. Approve and authorize the Mayor's appointment of Deb Walton, 1224 Carman Street, Burton, MI 48529 to the Parks & Recreation Commission, with a term beginning November 16, 2021 through November 2024.

Mr. Heffner asked for Attorney Doyle's opinion regarding Mrs. Walton voting on this agenda item; because she will financially benefit from this position.

Attorney Doyle stated if it is a paid position, Mrs. Walton has a duty to abstain.

RESULT:	CARRIED [6 TO 0]
MOVER:	Danny Wells, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Heffner, Wells, Smith, Fenner, Conley
ABSTAIN:	Walton

3. Budget Amendment Approve and authorize the following 2021-2022 budget amendment: Increase 6036-6036-818.0000 Contractual Services by \$76,479.33; Increase 6036-6036-984.0000 Office Equipment by \$5,951.00; Decrease Information Technology Fund Balance by \$82,430.33.

Mr. Smith asked the administration to provide an over view of this agenda item.

Mayor Haskins stated as our new IT Director has been delving into this position, he has become aware that there are a lot of things in our system that are antiquated. This is necessary in order to stay secure and prevent threats. He deferred to Mr. Bertram.

Mr. Bertram stated there are three things we are requesting for the city. The first is our on-premise exchange email server. We are looking to migrate away from hosting it internally and instead have Microsoft host it in the government cloud. This will

allow us to function remotely, if needed. This also includes the office licensing and Windows operating license for all machines in the city. This will include a host of new functionality. The proposal also includes Beam, a disaster recovery service. This is a software application that will provide back up to the on premise data we have on the server. If we cannot operate here at City Hall for any reason, we will be able to recover from another city location or the location of our choosing. In addition to that, we are adding Manage Engine which is a software application that will allow departments to manage all devices in the city including pushing patches, adding/removing software and managing critical vulnerabilities. Critical vulnerabilities happen everyday and it is not something we can choose not to manage. Manage Engine will help with that as well as tracking assets throughout the city. The funding is coming from the IT budget. It is cheaper to purchase with a three year agreement with the exception of Microsoft who only provides a one year agreement.

Mr. Wells asked, during the hacking earlier this year, did social security numbers or other private information get out?

Mr. Bertram stated to my knowledge, that did not occur.

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

4. Approve and authorize the Mayor and City Clerk to execute a contract with Access Interactive LLC, 46635 Magellan Drive, Novi, MI 48377, for professional information technology services, products, storage, and software in the Not-to-Exceed amount of \$99,862.

Mr. Heffner thanked Councilman Wells for his 20 years of outstanding service.

Mr. Wells stated the last two years, this council and administration has done a great job. Our city's fund balance is larger than it has been in 20 years, we are paving more streets than ever before, we are working on water and sewer lines and water towers. Things are being accomplished. I know the media makes it look like we don't get along and we do have heated discussions because we are passionate. That is what all City Councils should do. To the new people, leave the politics aside and come in and do your job. The political part doesn't do us any good. Thank you all for letting me have the honor of being a City Councilman for the last 20 years.

Mr. Heffner thanked Mrs. Walton for her service to the city.

Mrs. Walton stated it has been a pleasure to serve the council, administration and the residents. Thank you.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Danny Wells, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Martinbianco, Heffner, Wells, Smith, Fenner, Walton, Conley

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

Meeting was adjourned at 7:36 PM.



CITY OF BURTON
BURTON CITY COUNCIL MEETING
NOVEMBER 4, 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. INVOCATION LED BY: TINA CONLEY

Mrs. Conley shared condolences for the Cokley family for the passing of Bill Cokley.

B. THE PLEDGE OF ALLEGIANCE IS LED BY: TINA CONLEY

Mrs. Conley asked Brendan Craig from Boy Scout troop #178 to lead the pledge of allegiance. She thanked him for his Eagle Scout project, for the beautification of Kelly Lake.

C. ROLL CALL

Attendee Name	Title	Status	Arrived
Tom Martinbianco	Councilman	Present	
Steven Heffner	President	Present	
Danny Wells	Councilman	Present	
Vaughn Smith	Councilman	Present	
Gregory Fenner	Vice President	Present	
Deborah K Walton	Councilwoman	Present	
Christina Conley	Councilwoman	Present	

D. APPROVAL OF AGENDA

Mr. Martinbianco asked, if we have changes to the agenda, we do that through typical protocol correct?

Mr. Heffner said, yes.

Mr. Martinbianco stated he will retract his reservations.

E. STAFF PRESENT

Duane Haskins, Mayor
 Brian Ross, Police Chief
 Kirk Wilkinson, Fire Chief
 Charles Abbey, DPW Director/HR
 Katie Malin, Clerk's Office

F. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Oct 18, 2021 7:00 PM

Minutes Acceptance: Minutes of Nov 4, 2021 7:00 PM (APPROVAL OF MINUTES)

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Gregory Fenner, Vice President
SECONDER:	Deborah K Walton, Councilwoman
AYES:	Martinbianco, Heffner, Wells, Smith, Fenner, Walton, Conley

G. ADMINISTRATIVE REPORTS

Mayor Haskins gave a report on the following:

- Congratulations to Councilman Vaughn Smith on a successful reelection and congratulations and welcome Councilman Elect Greg Hull and Councilwoman Elect Christina Hickson. The swearing in ceremony will be at the next council meeting on November 15, 2021.
- Wrapping up the audit with Plant Moran and the audit presentation is scheduled for December 6, 2021 at 5:30 PM.
- November 11, 2021 at 11:11 AM we will be honoring our veterans at the Veterans Memorial.
- John O'Brien from Genesee County Water and Waste will be attending our Council meeting on December 6, 2021 to update on the sewer rate increase that will take effect January 2, 2022.
- Redistricting Maps check out the website Michigan.mydistrict.com
- 2nd Annual 'Twas the Lights Before Christmas Contest will take place again this year. Please contact the Parks & Rec Director for details.
- The Downtown Development Authority will be having their 3rd Annual Christmas Decorating Contest for the businesses in the DDA District.
- The new Christmas decorations for the poles on Saginaw Street will be up this year.
- Due to the rise in Covid cases we will go back to the mask mandate for employees.
- The Clerk apologizes for not being here. She wanted to let everyone know that the City of Burton had a smooth November 2, 2021 General Election. All precincts balanced and there were no issues with the tabulations of votes. The City of Burton was one of the first jurisdictions in the county to have results transmitted. Great job to election workers and staff.

H. COMMITTEE REPORTS

Mr. Fenner Made a motion to go into Closed Session prior to Audience Participation.

Mrs. Conley reported the following on Parks & Rec:

- Reminder all the Parks & Rec Events are free.
- Thank you to all the volunteers that helped with the Trick-or-Treat Trail.
- We are looking for volunteers to help put up Christmas lights for the Christmas Tree Lighting Ceremony at Fire Station # 1 on November 13, 2021.
- Thank you to Conley's Collision for donating a tree for the tree lighting ceremony and thank you to Gray's towing, they will be putting the tree in.

Mr. Smith stated we had another successful Project Heats On. It was our 13th year, we helped 55 Burton residents. We have the Veterans Honor Run on Saturday, November 13, 2021 that starts at 11:11 AM.

1. Motion to go into closed session under Section 8E of the Open Meetings Act prior to Audience Participation for the purpose of discussion on pending city litigation.

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

2. Motion to add to agenda: Approve and accept the case evaluation award in the FEMA property matters authorize the City Attorney to prepare documents effectuating same.

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

I. AUDIENCE PARTICIPATION

City Council went into closed session at 7:24 PM.

City Council returned from closed session at 7:43 PM.

None.

J. COUNCIL DISCUSSION

Mr. Wells stated I am still receiving calls regarding the issue with the neighbor on Belsay Road. This time it was regarding him revving his engine and doing donuts on Belsay Road at 1:00 AM. There were several calls to the police. Please help these people out.

The Mayor explained they need to call the police, the police cannot make up charges and barge in on people and arrest them, they have to follow the laws. If they are called and see something, they will cite him or arrest him. I am not denying that this is going on or that he is not playing the system, but our police have laws they have to follow.

Mr. Wells stated I cannot believe they have never caught him.

Mayor Haskins stated they have caught him, he has gone to jail.

Mr. Wells stated I just don't see why they call the police and nothing is being done.

Mayor Haskins stated the last time you reported on this, the Police Chief pulled the records and there were no calls to 911.

Mr. Martinbianco asked if the Police Chief knows this person, I would like to hear from him.

Chief Ross said yes, I have been over there several times. I have received phone calls from some of the neighbors. Usually their complaint is midday on Friday or Saturday, when he is riding dirt bikes out back, which is not against the law. I've tried to explain that to them, that this is not against the law and he has plenty of acreage to shoot his gun. Anything during the night, I do not find out until the next day. I have pulled the records and I believe in the last year we have only been called out to that house six times.

Mr. Martinbianco asked, did you say you've only been called six times?

Chief Ross said, don't quote me on it, but yes there had only been six or seven calls to 911 in the past year. It has never been three or four times a day.

Mayor Haskins asked the Police Chief to explain how he requested a mediation.

Chief Ross stated I asked Gary if he would be willing to sit down with his neighbor at our Police Department and have a mediation. This is basically just neighbors who are arguing and it just keeps spilling over. He said, yes he was willing to do that. I then asked the neighbor and he said he is not willing to sit down or be in the same room with Gary. I explained to him it would be at the Police Department. He then said he is scared to death of him and he doesn't see why anyone would ever sit down in a room with him. So, we have tried going beyond just responding to their calls.

Mr. Heffner asked if we could put under covers out there to monitor the situation. I know it would cost money, but it seems like it is affecting a lot of residents if what I am hearing is correct.

Chief Ross stated if we are going to spend money on specialized enforcement, we have plenty of other things in the city that are more deserving of specialized treatment at this time.

Mr. Heffner stated this is what we seem to be hearing the most of. You are the expert. Is there something extra we can do?

Mayor Haskins stated one thing we could do is hire five more Police Officers and start a special task force for every resident complaint that has these type of issues. The only thing you need to remember is these noise violations are misdemeanors, all these other things going on like drugs, are felonies. We can do it, we just have a lot of issues. We need more Police Officers to do it.

Mr. Smith asked for the City Attorney's prospective on the situation.

Attorney Doyle stated the neighbors should call 911 and our Police Department responds. I have prosecuted him twice now. It is a misdemeanor. We can't just bust in the door. Something has to be committed in our presence or we have to have a complainant that is willing to sign a complaint for us. His neighbor is not willing to do that.

Mr. Wells asked the Mayor and Chief if they would be willing to have a meeting with the neighbors.

Mayor Haskins stated I am more than happy to meet with them.

Mr. Martinbianco asked if she gets contacted by Police Departments with questions for situations like this.

Attorney Doyle said, yes.

Mrs. Walton asked, can a PPO be put against this individual for the area near this person?

Attorney Doyle stated we could not do that, it would have to be done by the neighbors. They could go to circuit court and ask for a PPO if they are being terrorized.

Mr. Fenner stated the house at 1461 Schumacher is owned by the Land Bank, this individual was the one that operated the flea market behind the fabric store and we had to shut it

down. Now he occupies this residence owned by the land bank. So, he is basically squatting. Is there anyway the city can step in and evict this individual?

Attorney Doyle, stated we do not own the house, so we cannot evict him. We can have it condemned and we already have. Another possibility is to file a circuit court nuisance action. That will still take awhile and is costly to the city.

Mr. Abbey stated we can make another call to the Land Bank.

Mrs. Walton stated it has been a pleasure to serve on the council for the residents and employees. Thank you, Mayor Haskins, Mr. Abbey, and all the staff. Thank you to our Police and Fire Department for your service. Thank you, Mr. Wells for your service to our community.

Mr. Heffner thanked Mr. Wells and Mrs. Walton for their service to the community.

Mr. Wells thanked everyone and stated he loved serving the City of Burton.

K. COUNCIL ACTION

1. Approve and authorize the payment of Attorney Billing (Doyle) 10/14/21 to 10/26/21 in the amount of \$5,791.00.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Deborah K Walton, Councilwoman
AYES:	Martinbianco, Heffner, Wells, Smith, Fenner, Walton, Conley

2. Approve and authorize the sale of Vacant Lot - Brady, Parcel No. 59-32-552-089, to give first and final approval for the sale of this parcel to Angelita Drouin, 6085 Wendt Dr., Flint, MI 48507, for the sum \$225 cash or its equivalent and authorizing the Mayor and the Clerk to execute any and all documents required to effectuate this sale.

Mr. Smith asked is this a situation where properties are adjoining?

Mr. Abbey stated it does not look like it because they have a Flint mailing address.

RESULT:	CARRIED [6 TO 1]
MOVER:	Deborah K Walton, Councilwoman
SECONDER:	Christina Conley, Councilwoman
AYES:	Heffner, Wells, Smith, Fenner, Walton, Conley
NAYS:	Martinbianco

3. Approve and authorize the sale of Vacant Lot - Sandalwood, Parcel No. 59-22-529-064, to give first and final approval for the sale of this parcel to Kristopher Traxler, 2096 Cherrywood Dr., Burton, MI 48519, for the sum \$400 cash or its equivalent and authorizing the Mayor and the Clerk to execute any and all documents required to effectuate this sale.

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

4. APPROVE and AUTHORIZE the acceptance of a paving petition for Maplewood Meadows Subdivision in Section 35, using mill and resurface standards

Mr. Martinbianco asked if we took official action that we are going to pay 50 percent.

Mr. Abbey stated when it was discussed all of council said yes. That was an acknowledgment that, that is how it would be done.

Mr. Martinbianco asked, is there a budget?

Mr. Abbey stated there will be after this project is complete.

Mr. Smith stated I think this is great.

Discussion continued on the local road project.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Vaughn Smith, Councilman
SECONDER:	Danny Wells, Councilman
AYES:	Martinbianco, Heffner, Wells, Smith, Fenner, Walton, Conley

5. APPROVE and AUTHORIZE to improve Maplewood Meadows Subdivision by asphalt mill and resurface including required drainage repairs.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Martinbianco, Heffner, Wells, Smith, Fenner, Walton, Conley

6. APPROVE and AUTHORIZE that improvement to Maplewood Meadows Subdivision to be assessed against the lands and premises as indicated in Chapter 150. A. Proceed with district for improvement of asphalt mill and resurface including required drainage repairs. B. Place preliminary district maps and cost estimates with the intention of City Council to provide a 50% match, on file with the Clerk's Office for examination. C. Determine improvement to be necessary. D. Accept cost estimate.

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

7. APPROVE and AUTHORIZE the City Clerk to Set First Public Hearing for Monday December 6, 2021 at 6:30 p.m. at City Hall, or any later date of City Council choice; (a minimum of fourteen (14) days is required between this Council meeting and the proposed public hearing date), and instruct the Clerk's Office, to publish and mail notices to hear and consider any favorable comments and/or objections which may be submitted by any interested person with respect to the making of the improvements and to the assessing of the cost of the improvements to the lands in the aforesaid special assessment district Maplewood Meadows Subdivision Project #21-019-P.

RESULT: CARRIED [UNANIMOUS]
MOVER: Tom Martinbianco, Councilman
SECONDER: Christina Conley, Councilwoman
AYES: Martinbianco, Heffner, Wells, Smith, Fenner, Walton, Conley

8. Budget Amendment Approve and authorize the following 2021-2022 budget amendment: Increase 2006-2006-775.1000 Supplies Hundred Club Grant by \$3,160; Increase 2006-2006-775.0000 Supplies Walmart Grant by \$2,500; Decrease Fire Fund Balance by \$5,660.

RESULT: CARRIED [UNANIMOUS]
MOVER: Christina Conley, Councilwoman
SECONDER: Deborah K Walton, Councilwoman
AYES: Martinbianco, Heffner, Wells, Smith, Fenner, Walton, Conley

9. Approve and accept the case evaluation award in the FEMA property matters authorize the City Attorney to prepare documents effectuating same.

RESULT: CARRIED [6 TO 1]
MOVER: Vaughn Smith, Councilman
SECONDER: Deborah K Walton, Councilwoman
AYES: Martinbianco, Heffner, Smith, Fenner, Walton, Conley
NAYS: Wells

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

Meeting was adjourned at 8:50 PM.



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

Meeting: 11/15/21 07:00 PM
Department: Clerk's Office
Category: Attorney Billing
Prepared By: Racheal Boggs
Department Head: Racheal Boggs

K.1

ADOPTED

AGENDA ITEM (ID # 5239)

DOC ID: 5239

**Approve and authorize the payment of Attorney Billing
(Doyle) 10/27/21 to 11/9/21 in the amount of \$5,933.00.**

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Christina Conley, Councilwoman
SECONDER:	Deborah K Walton, Councilwoman
AYES:	Martinbianco, Heffner, Wells, Smith, Fenner, Walton, Conley



ADOPTED

AGENDA ITEM (ID # 5240)

DOC ID: 5240

Approve and authorize the Mayor's appointment of Deb Walton, 1224 Carman Street, Burton, MI 48529 to the Parks & Recreation Commission, with a term beginning November 16, 2021 through November 2024.

COMMENTS - Current Meeting:

Mr. Heffner asked for Attorney Doyle's opinion regarding Mrs. Walton voting on this agenda item; because she will financially benefit from this position.

Attorney Doyle stated if it is a paid position, Mrs. Walton has a duty to abstain.

RESULT:	CARRIED [6 TO 0]
MOVER:	Danny Wells, Councilman
SECONDER:	Christina Conley, Councilwoman
AYES:	Martinbianco, Heffner, Wells, Smith, Fenner, Conley
ABSTAIN:	Deborah K Walton



ADOPTED

AGENDA ITEM (ID # 5237)

DOC ID: 5237

**Budget Amendment Approve and authorize the following
2021-2022 budget amendment: Increase 6036-6036-818.0000
Contractual Services by \$76,479.33; Increase 6036-6036-
984.0000 Office Equipment by \$5,951.00; Decrease
Information Technology Fund Balance by \$82,430.33.**

COMMENTS - Current Meeting:

Mr. Smith asked the administration to provide an over view of this agenda item.

Mayor Haskins stated as our new IT Director has been delving into this position, he has become aware that there are a lot of things in our system that are antiquated. This is necessary in order to stay secure and prevent threats. He deferred to Mr. Bertram.

Mr. Bertram stated there are three things we are requesting for the city. The first is our on-premise exchange email server. We are looking to migrate away from hosting it internally and instead have Microsoft host it in the government cloud. This will allow us to function remotely, if needed. This also includes the office licensing and Windows operating license for all machines in the city. This will include a host of new functionality. The proposal also includes Beam, a disaster recovery service. This is a software application that will provide back up to the on premise data we have on the server. If we cannot operate here at City Hall for any reason, we will be able to recover from another city location or the location of our choosing. In addition to that, we are adding Manage Engine which is a software application that will allow departments to manage all devices in the city including pushing patches, adding/removing software and managing critical vulnerabilities. Critical vulnerabilities happen everyday and it is not something we can choose not to manage. Manage Engine will help with that as well as tracking assets throughout the city. The funding is coming from the IT budget. It is cheaper to purchase with a three year agreement with the exception of Microsoft who only provides a one year agreement.

Mr. Wells asked, during the hacking earlier this year, did social security numbers or other private information get out?

Mr. Bertram stated to my knowledge, that did not occur.

ATTACHMENTS:

- Budget Amendment 2021-22 11-15-21 IT (DOC)

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

INTEROFFICE MEMORANDUM

To: Mayor Duane Haskins
From: Controller Jodi J. Holbrook
Date: November 5, 2021

Re: Memo of Explanation for
City Council Meeting of 11/15/2021

Mayor Haskins:

I am requesting that Council approve a budget amendment within the Information Technology Budget as follows: Increase 6036-6036-818.0000 Contractual Services by \$76,479.33; Increase 6036-6036-984.0000 Office Equipment by \$5,951.00; Decrease Information Technology Fund Balance by \$82,430.33.

This budget amendment is for items detailed in attachment.

Approve and authorize the Mayor and City Clerk to execute a contract with Access Interactive LLC, 46635 Magellan Drive, Novi, MI 48377, for professional information technology services, products, storage, and software in the Not-to-Exceed amount of \$99,862.

Attachment: Budget Amendment 2021-22 11-15-21 IT (5237 : Budget Amendment)



ADOPTED

AGENDA ITEM (ID # 5238)

DOC ID: 5238

Approve and authorize the Mayor and City Clerk to execute a contract with Access Interactive LLC, 46635 Magellan Drive, Novi, MI 48377, for professional information technology services, products, storage, and software in the Not-to-Exceed amount of \$99,862.

COMMENTS - Current Meeting:

Mr. Heffner thanked Councilman Wells for his 20 years of outstanding service.

Mr. Wells stated the last two years, this council and administration has done a great job. Our city's fund balance is larger than it has been in 20 years, we are paving more streets than ever before, we are working on water and sewer lines and water towers. Things are being accomplished. I know the media makes it look like we don't get along and we do have heated discussions because we are passionate. That is what all City Councils should do. To the new people, leave the politics aside and come in and do your job. The political part doesn't do us any good. Thank you all for letting me have the honor of being a City Councilman for the last 20 years.

Mr. Heffner thanked Mrs. Walton for her service to the city.

Mrs. Walton stated it has been a pleasure to serve the council, administration and the residents. Thank you.

ATTACHMENTS:

- Access Interactive Agreement (PDF)

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Danny Wells, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Martinbianco, Heffner, Wells, Smith, Fenner, Walton, Conley

11/08/2021
07:26 AM

Purchase Requisition

Purchase Requisition No 176598Requested Date 11/04/2021
Required Date
Requested By BERTRAMR

Department CONTROLLER

Preferred Vendor 2546
ACCESS INTERACTIVE LLC
Address 46635 MAGELLAN DRIVE
NOVI, MI 48377

Req. Description MICROSOFT M365 G3 - 102 USERS, 1 YEAR

Qty.	Description	GL Number 1	Unit Price	Amount
102	MICROSOFT M365 G3 GCC, 1-YR	6036-6036-818.0000	384.00	39,168.00
145	PROFESSIONAL SERVICES FOR I	6036-6036-818.0000	165.00	23,925.00
Total:				63,093.00

Attachment: Access Interactive Agreement (5238 : Access Interactive IT Contract)



Microsoft M365 G3

1-Year

Version 4



Jeremy Friedman
Jerry Rioux
Daniel Heidt

November 2, 2021

Access Interactive Company Overview

Access Interactive provides technology solutions, services and support to business, educational and government organizations since 1985. Our business focus is helping our Clients make the most of technology investments. Over the last 30+ years Access has experienced significant growth to establish itself as a \$35 million organization proudly retaining over 65 full-time employees. We pride ourselves on being large enough to be extremely competitive and small enough to pay personal attention to our customers. We have an unwavering commitment to providing the best solutions, service and support to our customers.

Our highly-skilled technical services group includes over 40 full-time technicians including VMware, Microsoft, Cisco and Dell certified system engineers. Our technicians are available to you for projects ranging from on-site break/fix services to full-scale WAN/LAN integration, remote access, IP telephony and more.

Access Interactive sales consultants are technically astute and have an average over 20 years of industry experience. They are ready to apply their knowledge and technical expertise to recommending the best products and solutions and to providing efficient project management.

It is our focused mission to implement the best products, service and support in the industry to our clients.

Features

- Desktop versions of Office apps, plus web versions of Word, Excel, and PowerPoint
- Unlimited personal cloud storage
- 100GB mailbox
- Enterprise Management apps
- Self-service Business Intelligence

Key Benefits

- Meets compliance requirements of U.S. Government
- Continually updated, never grows obsolete
- Supports BYOD across multiple devices
- Anywhere, anytime access to apps

Microsoft M365 G3 GCC, 1-Year Subscription

Qty. 102 @ \$384.00 per user \$ 39,168.00 per year

Microsoft M365 can only be purchased as annual subscriptions. Multi-year subscriptions are not available.

Professional Services for implementation and integration are estimated based on our experience with similar projects. Additional hours may be required. On-prem Exchange server is required for MS AD Sync.

Total Project: 145 hours

Senior LAN Technician @ \$165.00 per hour \$ 23,925.00

PROJECT COSTS:

EQUIPMENT: \$ 39,168.00
MI SALES TAX: \$ EXEMPT
SUBTOTAL: \$ 30,720.00
SERVICES: \$ 23,925.00
SHIPPING: \$ 0.00

TOTAL: \$ 63,093.00

Quote Valid for 30-Days. Prices Subject to Change with Notice Depending on Current Market Conditions. Shipping charges not included.
Terms: 50% Upon Acceptance, 25% Upon Delivery, Remainder Net 30, 25% Restocking Fee Applied to Project Costs for Returned Merchandise.

Authorized Signature: _____ Date: _____

Printed Name: _____ Purchase Order No: _____

Access Interactive Corporation Phone: 248-567-3000 Fax: 248-567-3050
www.access-interactive.com

Attachment: Access Interactive Agreement (5238 : Access Interactive IT Contract)

11/08/2021

07:25 AM

Purchase Requisition

Purchase Requisition No 176657

Requested Date 11/04/2021

Department CONTROLLER

Required Date

Requested By BERTRAMR

Preferred Vendor 2546
ACCESS INTERACTIVE LLC

Address 46635 MAGELLAN DRIVE

NOVI, MI 48377

Req. Description MANAGE ENGINE DESKTOP CENTRAL & SERVICE DESK - CLOUD E

Qty.	Description	GL Number 1	Unit Price	Amount
1	MANAGE ENGINE DESKTOP CENTR	6036-6036-818.0000	1,450.00	1,450.00
1	MANAGE ENGINE DESKTOP CENTR	6036-0000-123.0000	7,250.00	7,250.00
1	MANAGE ENGINE DESKTOP CENTR	6036-6036-818.0000	222.50	222.50
1	MANAGE ENGINE DESKTOP CENTR	6036-0000-123.0000	1,112.50	1,112.50
1	MANAGEENGINE SERVICE DESK 2	6036-6036-818.0000	597.50	597.50
1	MANAGEENGINE SERVICE DESK 2	6036-0000-123.0000	2,987.50	2,987.50
Total:				13,620.00

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**Manage Engine
Desktop Central &
Service Desk Cloud Editions
Version 2**



Jeremy Friedman
Jerry Rioux
Daniel Heidt

October 21, 2021

Manage Engine Desktop Central & Service Desk – Cloud Editions

Complete Endpoint Management across WAN for managing servers, desktops, laptops, tablets and mobiles

ManageEngine Desktop Central Cloud UEM Edition - Subscription Model - 3 Years Subscription fee for 125 devices(End Points) and Single Technician License **\$ 8,700.00**

ManageEngine Desktop Central Cloud UEM Edition - Subscription Model – 3-Year Subscription fee for Additional 1 Technician **\$ 1,335.00**

ManageEngine Service Desk Plus On Demand Enterprise Edition - Annual Model – 3-Year Subscription fee for 2 Technicians (250 nodes) **\$ 3,585.00**

Professional Services:

All labor is estimated. Actual hours will be documented and billed accordingly.

Note: Additional services may be required depending on the current network configuration.

Sr. LAN Engineer – 50 Hours @ \$165.00 per hour **\$ 0.00**

Services will be billed as needed at \$165.00 per hour or can be deducted from pre-paid labor blocks.

PROJECT COSTS:

EQUIPMENT: \$ 13,620.00
 MI SALES TAX: \$ EXEMPT
 SUBTOTAL: \$ 13,620.00
 SERVICES: \$ 0.00
 SHIPPING: \$ 0.00
TOTAL: \$ 13,620.00

Quote Valid for 30-Days. Prices Subject to Change with Notice Depending on Current Market Conditions. Shipping charges not included.
 Terms: 50% Upon Acceptance, Remainder Net30 25% Restocking Fee Applied to Project Costs for Returned Merchandise.

Authorized Signature: _____ Date: _____

Printed Name: _____ Purchase Order No: _____

Access Interactive Corporation Phone: 248-567-3000 Fax: 248-567-3050
 www.access-interactive.com

11/08/2021

07:27 AM

Purchase Requisition

Purchase Requisition No 176599

Requested Date 11/04/2021

Department CONTROLLER

Required Date

Requested By BERTRAMR

Preferred Vendor 2546
ACCESS INTERACTIVE LLC

Address 46635 MAGELLAN DRIVE

NOVI, MI 48377

Req. Description VEEAM/WASABI DR BACKUP 3-YR

Qty.	Description	GL Number 1	Unit Price	Amount
1	DELL POWERVAULT NX440	6036-6036-984.0000	5,951.00	5,951.00
1	VEEAM BACKUP AND RECOVERY S	6036-6036-818.0000	736.33	736.33
1	VEEAM BACKUP AND RECOVERY S	6036-0000-123.0000	3,681.67	3,681.67
1	WASABI 10 TB CLOUD STORAGE	6036-6036-818.0000	480.00	480.00
1	WASABI 10 TB CLOUD STORAGE	6036-0000-123.0000	2,400.00	2,400.00
60	PROFESSIONAL SERVICES FOR I	6036-6036-818.0000	165.00	9,900.00
Total:				23,149.00

Attachment: Access Interactive Agreement (5238 : Access Interactive IT Contract)



Veeam Backup Project & Wasabi Off-Site Cloud 3-Year

Version 3



Jeremy Friedman
Jerry Rioux
Daniel Heidt

October 14, 2021



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It is our focused mission to implement the best products, service and support in the industry to our clients.

Strategic Directive

Access Interactive's initial, primary focus in City of Burton's upcoming project is an in depth review of the organizational environment. Gathering momentum from the initial investigation; we're confident Access can offer credible short term recommendations / solutions in order to create a strong long lasting relationship. Our relationships with our clients grow based on strong commitment and Access Interactive's willingness to go the extra mile. Access Interactive prides itself on communication, documentation and thirst for industry knowledge. These traits, coupled with cross trained technical aptitude, contribute greatly to our overall success. We look forward to working with an organization that has a firm grasp on their field, and knowledge of how their ever changing IT infrastructure can elevate them to new levels of achievement.

City of Burton Organizational Needs

- Risk Planning and Mitigation
- Upgrade existing Backup Infrastructure
- Prepare New Infrastructure for Growth and New Applications
- Dramatically increase Backup Resilience
- Support for Legacy product integration
- Central and Expansive I.T. Administration Management Dashboard
- Latency resistant Design
- Simplified Infrastructure
- Optimize support and integration

Solution Synopsis

The proposed backup solution provides a scalable, secure, cost effective foundation for City of Burton. There are several components that work together to provide a network that has excellent performance, is easy to manage, provides fault tolerance and secure data backups.

These components are:

- Dell PowerVault NX440 NAS Backup Repository
- Veeam Backup and Recovery licensing
- Wasabi Cloud Backup and Recovery licensing
- Professional Services and Knowledge Transfer



Seamless File Sharing in Windows, Linux, and UNIX Environments

Now your users in Windows, Linux, and UNIX environments can share files easily and efficiently. Dell NX4 Network Attached Storage is an exceptionally flexible, enterprise-class file storage solution that can help you save administrative time and lower costs in your mixed file-protocol environment. Dell NX4 is a pre-integrated solution that includes the Data Access in Real Time (DART) operating system. DART's sophisticated file-locking mechanisms simultaneously support NFS and CIFS protocols so that your UNIX and Windows clients can seamlessly share files without compromising data integrity.

Simple, Centralized Management Adds Control and Saves Time

The Dell NX4 comes preloaded with powerful software for automated setup and simple, Web-based management for discovery, monitoring, and provisioning the system. The included feature-rich Celerra® Manager software provides intuitive Web-based management and at-a-glance system status and monitoring that helps increase storage utilization, improve backup and restore, and migrate data more easily. Celerra Startup Assistant performs software initialization — you can be sharing files on the network in as little as 15 minutes from power-up. Celerra Automated Volume Management lets you provision a file system by workload in only four clicks. You get ease of use without sacrificing enterprise-class functionality.

Dell PowerVault NX440 – Backup Repository

~10TB Usable Capacity

Dell EMC NX440, Single Intel Xeon E-2124 3.3GHz, 8GB Mem, Entry Config	1
Windows Storage Servers 2016 Workgroup Edition	1
C4, RAID 5 for 3 or more HDDs or SSDs (Matching Type/Speed/Capacity)	1
4TB 7.2K RPM SATA 6Gbps 512n 3.5in Hot-plug Hard Drive	4
On-Board Broadcom 5720 Dual Port 1Gb LOM	1
Dual, Hot-plug, Redundant Power Supply, 350W	1
NEMA 5-15P to C13 Wall Plug, 125 Volt, 15 AMP, 10 Feet (3m), Power Cord, North America	2
DVD +/-RW, SATA, Internal for Hot Plug Chassis	1
iDRAC9,Enterprise	1
No Trusted Platform Module	1
ReadyRails™ Sliding Rails With Cable Management Arm	1
No Systems Documentation, No OpenManage DVD Kit	1
iDRAC,Factory Generated Password	1
3 Years ProSupport with Next Business Day Onsite Service	1

Dell PowerVault NX440 with 3-Year Support

\$ 5,951.00

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The Veeam® Universal License (VUL) is a flexible and portable solution for protecting multiple, different workloads on premises and in the cloud. Universal licensing makes protecting and restoring backups to cloud environments easier than ever and avoids additional fees that other vendors may charge.

Get the benefits of Veeam in a flexible, portable solution that meets your growing multi-cloud environment needs. VUL works for Veeam Availability Suite™, Veeam Backup & Replication™ and Veeam Backup Essentials™.

Veeam Backup and Recovery Licensing for 10 Instances, 3-Years

Veeam Backup and Recovery Suite - Universal License Enterprise 3Yr 24/7 Public Sector – 10 instances
(For VMs and physical servers)

Qty. 1 @ \$4,418.00 \$ 4,418.00



Wasabi Introduction

- **Mission: Low Price, High Performance, Secure Object Storage**
 - Started in 2015 by Carbonite's founding team (David Friend & Jeff Flowers)
 - Privately held & well funded with \$80M invested to date
- **Product: Cloud Object Storage as a Service**
 - Comparable to: AWS S3, Microsoft Azure Blob Storage, and Google Cloud Platform (GCP) Storage
 - Thousands of customers & partners across all verticals



Wasabi's Value Proposition

Optimal price, performance, and protection for object storage



Price

80% less than AWS S3

No egress charges

No API request charges



Performance

Faster than the competition

Quick uploads & downloads

Private network options



Protection

Data center redundancy

11x9s data durability

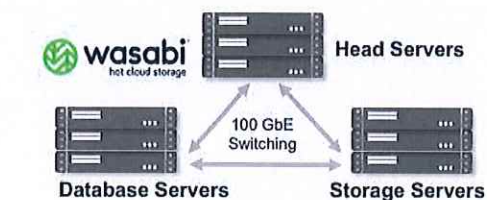
Immutable storage

Performance

Built-for-speed file system



- Purpose-built file system leveraging **SMR** disk drive technology
 - Enables significant cost reduction & performance improvements
 - Faster than AWS S3 & meaningful time-to-first-byte (TTFB) advantages
 - Highly distributed architecture providing exabyte-scale storage



Wasabi-built software deployed on leading-edge hardware in top-tier data centers



High performance enabled by Wasabi's system architecture



Sample test results for write performance with 10 MB objects across different compute thread counts

Protection

Built for scale, durability, security and compliance

• Durability & availability

- 11 x 9s data durability with exabyte scale
- 99.99% availability SLA with multiple data centers & Wasabi Bucket Replication
- Data integrity checks at time of upload, download, and every 90 days



• Security

- All data encrypted in transit and at rest
- Immutable buckets prevent accidental deletion/modification
- Strong identity & access management & multi-factor authentication



• Compliance with industry privacy, security, and data center standards



- No charge for egress (downloads) (vs. up to \$.09/GB with AWS S3)
- No charge for API requests (unlike all other public cloud storage providers)
- No complex storage tiers (Wasabi is hot storage at cold storage prices)

Wasabi Cloud Storage 3-Year

Reserved Capacity Storage (10TB) with Wasabi Support per TB, 3-Year

\$ 2,880.00



Design points for discussion

- City of Burton provides Battery Backup and PDU that can accommodate this solution.
- We assume Rack Space is available. Racks quoted upon request.
- Veeam server to be loaded as a VM in customers' existing environment
- Switch ports customer provided

PROFESSIONAL SERVICES:

Scope assumes someone from City of Burton assists with the project. Hours subject to change depending on exact project scope. The following is an estimate based on similar projects.

- Project plan and scheduling
- Equipment prep/software firmware updates
- Physical deployment of equipment
- Equipment integration/Virtual SAN integration
- Fabric switch integration
- Backup SAN and volume provisioning
- Veeam and Wasabi installation and configuration
- Performance tuning
- Knowledge transfer and optimization
- Project management

Total Project: 60 hours

Senior LAN Technician @ \$165.00 per hour **\$ 9,900.00**

Managed Service

TBD

PROJECT COSTS:

EQUIPMENT: \$ 13,249.00
 MI SALES TAX: \$ EXEMPT
 SUBTOTAL: \$ 13,249.00
 SERVICES: \$ 9,900.00
 SHIPPING: \$ 0.00

TOTAL: \$ 23,149.00

Quote Valid for 30-Days. Prices Subject to Change with Notice Depending on Current Market Conditions. Shipping charges not included.
 Terms: 50% Upon Acceptance, 25% Upon Delivery, Remainder Net 30. 25% Restocking Fee Applied to Project Costs for Returned Merchandise. UPS not included.

Authorized Signature: *Ryan Bertram* Date: 11/4/21

Printed Name: Ryan Bertram Purchase Order No: _____

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