



CITY OF BURTON
BURTON CITY COUNCIL MEETING
OCTOBER 18, 2021
AGENDA

Council Chambers

Regular Meeting

7:00 PM

4303 S. CENTER ROAD
BURTON, MI 48519

A. INVOCATION LED BY: STEVE HEFFNER

B. THE PLEDGE OF ALLEGIANCE IS LED BY: STEVE HEFFNER

C. ROLL CALL

D. APPROVAL OF AGENDA

E. STAFF PRESENT

F. APPROVAL OF MINUTES

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

G. ADMINISTRATIVE REPORTS

1. October 2021 Investment Report

H. COMMITTEE REPORTS

I. AUDIENCE PARTICIPATION

Now is the time set-aside for members of the audience to address the Burton City Council. I would ask each individual to give their name and address for the record and to limit their comments to three (3) minutes and to speak on the topics germane to City business.

J. COUNCIL DISCUSSION

K. COUNCIL ACTION

1. Approve and authorize the payment of Attorney Billing (Doyle) 9/29/21 to 10/12/21 in the amount of \$4,144.00.

2. Approve and authorize the payment of Attorney Billing (Masud) 9/1/2021 to 9/30/2021 in the amount of \$3,420.00.

3. Approve and authorize the request for a Residential Sanitary Water & Sewer Installer's License for Site Development, Inc., 30850 Stephenson Hwy., Madison Heights, Michigan 48071.

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



CITY OF BURTON

BURTON CITY COUNCIL MEETING

OCTOBER 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: GREG FENNER

Mrs. Conley shared condolences for the Switzer family for the passing of Floyd Switzer. She also recognized the Walton family and asked for prayers as they go through a hard time.

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

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	Excused	
Christina Conley	Councilwoman	Present	

D. APPROVAL OF AGENDA

1. Motion to approve the agenda as presented.

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

E. STAFF PRESENT

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

F. APPROVAL OF MINUTES

1. City Council - Regular Meeting - Sep 20, 2021 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Vaughn Smith, Councilman
SECONDER:	Tom Martinbianco, Councilman
AYES:	Martinbianco, Heffner, Wells, Smith, Fenner, Conley
EXCUSED:	Walton

G. ADMINISTRATIVE REPORTS

Mayor Haskins gave a report on the following:

- We will be keeping the families of Floyd Switzer and Deb Walton in our prayers.
- The new Christmas decorations are in the back of the room tonight and is on the agenda for approval.
- The Fire Department is having a Fire Prevention Event on Saturday, October 9, 2021 from 10AM-2PM at Fire Stations 1, 2 & 3.
- Trick or Treat Trail is scheduled for Saturday, October 23, 2021 at Bentley from 12PM-3PM. We are looking for vendors and participants to pass out candy. Please contact the Parks & Rec Director for details.
- Road projects are finishing up. The cones will be removed within the next week.
- Assistant Fire Chief Vogt has moved on as the Fire Chief of Lapeer. Congratulations Chief, you were an asset to our city.
- The new Assistant Fire Chief will be Greg Pray, congratulations.
- The water tower project is still progressing on time. This may affect water pressure or cause discoloration. There is no need to boil the water.
- A water letter went out recently. This was a procedural thing by EGLE. A treatment was done in February of 2020 to reduce the corrosion on our pipes. EGLE wrote the letter and mandated we send it out. This is great for transparency but the timing of it caused confusion because the treatment was over a year ago. All of our tests have been fine.
- We are waiting to hear back from the insurance company to find out what is covered for the flood issue at City Hall. We will keep you updated.
- Ryan Bertram, our new IT Director started today. He planned to be here tonight to introduce himself however; he is currently working the camera system for this meeting due to the resignation of his assistant today.
- Police Department updates: Contrary to claims on social media, it was not a Burton Police Officer who ran a vehicle into the old Palace Gardens. The bank robbery suspect was apprehended within 24 hours. Body cameras and in-car cameras should be up and running by next week. Speed trailers can be requested by residents by calling 810-742-2542. Monday, October 11, 2021 in the newly renovated training room will be the Neighborhood Watch meeting at 6:00PM. There was a homicide in Burton recently. It was an isolated incident and both suspects have been arrested and lodged in the Genesee County Jail.
- State Representative Sneller informed me the budget has been approved and we are finally being reimbursed for the \$1 million for the Cheyenne/Menominee project.
- The audit will be wrapping up soon and we will have our audit meeting in a couple weeks.
- The DPW gas tanks will be completed within the next two weeks. The Police Department tanks will take longer due to insurance involvement.

Mr. Martinbianco asked for clarification on the water quality issue. If we are using county water, why do we have a problem with EGLE?

Mr. Abbey stated the problem is that we were not notified by the lab. It is more of a technical procedural problem. It is not a problem with the water quality.

Discussion continued regarding water and wells.

H. COMMITTEE REPORTS

None.

I. AUDIENCE PARTICIPATION

None.

J. COUNCIL DISCUSSION

Mr. Smith gave accolades to the administration and Lyndsey in the Mayor's Office for using the digital sign in front of City Hall. City events, meetings and elections are being posted. Thank you to the council for having the foresight to purchase the sign. It is difficult to reach our residents and using the sign is one way to do that. The deadline to register for Project Heats On is this Friday, October 8, 2021. If you know anyone in need, please spread the word.

Mrs. Conley stated the Christmas decorations look wonderful. They are going to look great on Saginaw Street. Have we fixed the issues with the electricity on the poles on Saginaw Street?

Mayor Haskins stated we are looking into getting them fixed and hope to have that corrected in time to hang the new decorations for Christmas this year.

K. COUNCIL ACTION

1. Approve and authorize the payment of Attorney Billing (Doyle) 9/15/21 to 9/28/21 in the amount of \$5,907.00.

Mr. Martinbianco thanked Attorney Joliat for being here tonight.

Mr. Wells inquired about the cost for sump pump tickets.

Mr. Abbey stated it is not a set number. Repeat offenders have a higher fine. The idea is to get compliance.

Attorney Joliat stated the judge has a standard fine. I can find out.

Mrs. Conley stated I received a ticket.

Mr. Heffner asked, they didn't take your word for it?

Mr. Abbey stated being a council person doesn't make you exempt. This has been going on for many years and is part of the I & I reduction through EGLE and the Genesee County Drain Office. They have to go in and see that there is not an illegal connection.

Discussion continued regarding inspections, entering homes, placing chemicals in the manholes as an alternative and illegal connections.

Mr. Abbey stated this is a state mandate to reduce I & I. It reduces the treatment costs because we are treating grey water for those who are connected illegally into the sanitary sewer.

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

2. Approve and authorize the request for a Residential Sanitary Water & Sewer Installer's License for Waldorf and Sons, Inc., 9118 North Dort Highway, Mt.Morris, Michigan.

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

3. Approve and Authorize the Mayor and City Clerk to execute a contract with ROWE Professional Services Company, 540 S. Saginaw St. Ste 200 Flint, MI 48502, for Preliminary Engineering of 2022 CDBG Local Street Paving for Scottwood, Parkwood, and Bergin, at an estimated cost of \$55,300, contingent upon approval of the City Attorney.

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

4. Approve and authorize the Mayor and Clerk to enter into a agreement for purchase and implementation of Operation and Maintenance software for the Storm Drain system to be added to the current asset management software from Cartegraph Systems, Inc. 3600 Digital Dr. Dubuque, IA 52003, With the purchase of the software, we are agreeing to a 3 year term, first year cost of \$6,099.88, 2nd year at \$6,282.88 and the 3rd year at \$6,471.37.

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

5. Approve and authorize the transfer of \$63,595.00 from local street unappropriated surplus to project 2022 CDBG Local Street Paving.

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

6. Budget Amendment Approve and authorize the following 2020-21 budget amendment: Add 2066 Federal Drug Law Enforcement Fund; Increase 2066-0000-390.0200 Federal Drug Law Enforcement Fund Balance – Restricted by \$3,740.22; Decrease 2065-0000-390.0000 State Drug Law Enforcement Fund Balance by \$3,740.22; Increase 2066-0000-955.0000 Drug Law Enforcement Related Expenses by \$1,000.00; Increase 2066-0000-678.0001 Drug Forfeiture Cleared Revenue by \$2,000.00.

Mr. Abbey stated there is a clerical error in the motion.

Ms. Holbrook stated it should state 2021-2022 budget amendment.

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

7. Budget Amendment Approve and authorize the following 2020-21 budget amendment: Increase 1001-6090-959-7660 Holiday Decorations by \$6,400; Decrease General Fund Balance by \$6,400.

Mr. Abbey stated there is a clerical error in the motion. The dates are also incorrect in this motion.

Mr. Heffner asked if this will cover all of Saginaw Street.

Mayor Haskins stated it will cover all of Saginaw Street from Maple to Hemphill, like before.

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

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

Meeting was adjourned at 7:45 PM.

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



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

Meeting: 10/18/21 07:00 PM
Department: Treasurer Office
Category: Report
Prepared By: Alice Bryce
Department Head: Alice Bryce

G.1

SCHEDULED

AGENDA ITEM (ID # 5226)

DOC ID: 5226

October 2021 Investment Report

ATTACHMENTS:

- Oct 2021 Investment Report (PDF)

**CITY OF BURTON
POOLED CASH INVESTMENT REPORT**

REPORT DATE: 10/13/21

AGENT	COMM PAPER 1	COMM PAPER 2	SPLIT RATING	CERT DEPOSIT	MONEY MKT	TREASURY BILLS
CHASE	\$0.00	\$0.00	\$0.00	\$0.00	\$841,207.84	\$0.00
COMERICA	\$0.00	\$0.00	\$0.00	\$5,781,359.34	\$0.00	\$10,464,516.73
CUTWATER	\$0.00	\$0.00	\$0.00	\$0.00	\$7,254,200.54	\$0.00
ELGA CREDIT UNION	\$0.00	\$0.00	\$0.00	\$1,495,399.50	\$5,357,672.70	\$0.00
FLAGSTAR	\$0.00	\$0.00	\$0.00	\$270,521.12	\$532,848.00	\$0.00
FRANKENMUTH CREDIT U	\$0.00	\$0.00	\$0.00	\$453,008.42	\$0.00	\$0.00
HUNTINGTON BANK	\$0.00	\$0.00	\$0.00	\$0.00	\$5,688,309.72	\$0.00
MULTI BANK SECURITIES	\$0.00	\$0.00	\$0.00	\$2,860,000.00	\$0.00	\$2,579,653.61
TOTALS:	\$0.00	\$0.00	\$0.00	\$10,860,288.38	\$19,674,238.80	\$13,044,170.34

GRAND TOTAL: \$43,578,697.52

50% RULE (NON COMM PAPER - COMM PAPER) : \$43,578,697.52

AVERAGE INTEREST : 1.4965

REPORT DATE: 10/13/21

Purchase Amount		Institution Name	Agent	Rate	Days	Date Pur.	Date Due	Interest Due	Daily Int.	CUSIP
\$500,000.00	M-1	JP Morgan Chase CD - Poole	CO - CD	0.35	1461	10/14/20	10/14/21	\$7,102.08	\$4.86	48128UPS2
\$532,848.00	M-3	Flagstar Bank - Pooled	FLAG - M	0.15	90	08/01/21	10/30/21	\$199.82	\$2.22	
\$5,357,672.70	M-3	ELGA CU - Sewer	ELGA - M	0.55	90	08/01/21	10/30/21	\$7,366.80	\$81.85	
\$2,629,489.83	M-3	MI Class - Sewer Savings	CUT - MM	0.0251	90	08/01/21	10/30/21	\$165.00	\$1.83	
\$108,358.13	M-3	MI Class - Fire Cap Proj	CUT - MM	0.0251	90	08/01/21	10/30/21	\$6.80	\$0.08	
\$4,516,352.58	M-3	MI Class - Pooled	CUT - MM	0.0251	90	08/01/21	10/30/21	\$283.40	\$3.15	
\$841,207.84	M-3	Chase Earnings Credit	CHS - MM	0.049	90	08/01/21	10/30/21	\$103.05	\$1.14	
\$5,662,636.01	M-3	Huntington Earnings Credit	HUNT - M	0.043	90	08/01/21	10/30/21	\$608.73	\$6.76	
\$25,673.71	M-3	Huntington SP Assessment E	HUNT - M	0.043	90	08/01/21	10/30/21	\$2.76	\$0.03	
\$80,037.81	M-1	JP Morgan Chase Step - Pool	CO - CD	0.75	365	12/11/20	12/11/21	\$608.62	\$1.67	48128UKD0
\$505,000.00	M-1	JP Morgan Chase - Sewer	MBS - CD	1.15	380	01/05/21	01/20/22	\$6,130.14	\$16.13	48128UWL9
\$1,015,000.00	M-1	JP Morgan Chase - Pooled	MBS - CD	1.25	380	01/05/21	01/20/22	\$13,392.36	\$35.24	48128UWK1
\$500,095.89	M-1	JP Morgan Chase - Pooled	CO - CD	1	176	10/05/21	03/30/22	\$2,444.91	\$13.89	48128WAM7
\$1,495,399.50	M-1	ELGA Credit Union	ELGA - C	0.75	730	10/12/21	10/12/23	\$22,742.53	\$31.15	
\$250,000.00	M-1	WELLS FARGO BK - SWR	MBS - CD	3.5	1834	12/20/18	12/28/23	\$44,576.39	\$24.31	949763WAO
\$250,000.00	M-3	Wells Fargo - Pooled	MBS - CD	3.1	1825	02/13/19	02/12/24	\$39,288.19	\$21.53	949763XQ4
\$250,000.00	M-1	Wells Fargo - Pooled	CO - CD	3.1	1826	02/13/19	02/13/24	\$39,309.72	\$21.53	949763XQ4
\$453,008.42	M-1	Frankenmuth Credit Union - S	FCU - CD	0.4	1096	03/12/21	03/12/24	\$5,516.64	\$5.03	
\$158,124.71	M-2	Great Lakes Water Bonds - P	CO - TB	4.27	1564	03/20/20	07/01/24	\$29,333.36	\$18.76	39081HAA0
\$203,906.89	M-2	Great Lakes WTR Authority -	CO - TB	0.34	1099	06/28/21	07/01/24	\$2,116.44	\$1.93	39081HCG5
\$602,259.30	M-2	Kalamazoo GO Bond - Pooled	CO - TB	0.37	1191	06/28/21	10/01/24	\$7,372.16	\$6.19	4832065Q7
\$203,298.00	M-2	MI State Bldg Auth - Pooled	CO - TB	0.816	1461	10/15/20	10/15/24	\$6,732.42	\$4.61	594615HR0
\$500,000.00	M-1	FFCB - Pooled	CO - TB	0.4	1461	10/15/20	10/15/24	\$8,116.67	\$5.56	3313EMCN0
\$178,735.47	M-2	Grand Travers County - Poole	CO - TB	2.81	1472	10/21/20	11/01/24	\$20,536.31	\$13.95	386514QT3
\$173,149.98	M-2	Grand Travers County - Poole	CO - TB	2.8	1472	10/21/20	11/01/24	\$19,823.75	\$13.47	386514QS5
\$270,521.12	M-1	Flagstar Bank - Local Streets	FLAG - C	1.65	1827	12/11/19	12/11/24	\$22,652.76	\$12.40	
\$537,116.05	M-1	JP Morgan Chase - Pooled	CO - CD	1	1750	09/24/20	07/10/25	\$26,109.81	\$14.92	48128UGD5

Attachment: Oct 2021 Investment Report (5226 : October 2021 Investment Report)

REPORT DATE: 10/13/21

Purchase Amount		Institution Name	Agent	Rate	Days	Date Pur.	Date Due	Interest Due	Daily Int.	CUSIP
\$450,000.00	M-1	FHLB - Pooled	CO - TB	0.4	1482	07/21/21	08/11/25	\$7,410.00	\$5.00	3130AKW85
\$500,000.00	M-1	First Natl Bank - Pooled	MBS - CD	0.4	1808	10/13/20	09/25/25	\$10,044.44	\$5.56	32110YQS7
\$350,294.00	M-1	Wyandotte MI Elec Rev - Pool	CO - TB	3.51	1829	09/28/20	10/01/25	\$62,467.05	\$34.15	982788FF3
\$500,000.00	M-1	JP Morgan Chase - Pooled	CO - CD	0.75	1826	10/16/20	10/16/25	\$19,020.83	\$10.42	48128UNL9
\$183,577.00	M-1	Wayne County Arpt Auth - Po	CO - TB	4.22	1869	10/19/20	12/01/25	\$40,219.58	\$21.52	944514TZ1
\$492,187.50	M-1	FHLB Step - Pooled	CO - TB	1.125	1801	03/22/21	02/25/26	\$27,700.93	\$15.38	3130AKZN9
\$500,000.00	M-1	JP Morgan Chase - Pooled	CO - CD	0.65	1853	07/21/21	08/17/26	\$16,728.47	\$9.03	48128UZB8
\$274,000.00	M-1	JP Morgan Chase Step - SW	CO - CD	1.1	2191	08/18/20	08/18/26	\$18,343.54	\$8.37	48128UKL2
\$329,653.61	T-1	FNMA - SWR	MBS - TB	0.5	2191	08/26/20	08/26/26	\$10,346.39	\$4.72	3136G4K93
\$500,000.00	M-1	JP Morgan Chase - Pooled	CO - CD	0.65	1862	07/21/21	08/26/26	\$16,809.72	\$9.03	48128UA82
\$359,428.07	M-2	Northern Michigan University -	CO - TB	4.07	2238	10/15/20	12/01/26	\$90,941.89	\$40.64	665398LP6
\$505,000.00	M-1	JP Morgan Chase CD - Poole	CO - CD	1.1	2193	02/15/21	02/17/27	\$33,839.21	\$15.43	48128UZF9
\$344,689.58	M-2	Schoolcraft College - Pooled	CO - TB	2.67	2598	03/20/20	05/01/27	\$66,416.51	\$25.56	807874BS0
\$500,109.59	M-1	JP Morgan Chase - Pooled	CO - CD	1	2185	10/06/21	09/30/27	\$30,353.87	\$13.89	48128WAM7
\$1,548,223.13	M-1	Wayne County Airport Auth -	CO - TB	4.24	2681	07/29/20	12/01/27	\$488,870.38	\$182.35	944514XP8
\$250,000.00	M-1	FFCB - Pooled	MBS - TB	0.84	2414	06/24/21	02/02/28	\$14,081.67	\$5.83	3133EMPP1
\$1,610,000.00	M-1	FFCB - Pooled	CO - TB	1.37	2436	07/21/21	03/22/28	\$149,252.37	\$61.27	3133EMTR3
\$2,000,000.00	M-1	FFCB - Pooled	MBS - TB	1.05	2922	06/22/20	06/22/28	\$170,450.00	\$58.33	3133ELM35
\$25,000.00	M-1	FHLMC - Sewer	CO - TB	1.02	2683	07/21/21	11/24/28	\$1,900.46	\$0.71	3134GWPZ3
\$475,000.00	M-1	FHLMC - Pooled	CO - TB	1.02	2683	07/21/21	11/24/28	\$36,108.71	\$13.46	3134GWPZ3
\$635,000.00	M-1	JP Morgan Chase - Sewer	CO - CD	1.6	3106	05/29/20	11/29/28	\$87,658.22	\$28.22	48128UDK2
\$500,000.00	M-1	JP Morgan Chase - Pooled	CO - CD	3.25	3650	11/29/19	11/26/29	\$164,756.94	\$45.14	48128LKF5
\$340,000.00	M-1	First Natl Bank - Sewer	MBS - CD	1.5	3650	03/27/20	03/25/30	\$51,708.33	\$14.17	32110YPF6
\$250,000.00	M-2	Kent MI Hosp Fin Auth - Sewe	CO - TB	2.81	3798	02/20/20	07/15/30	\$74,113.75	\$19.51	490580ES2
\$497,888.33	M-1	FFCB - Pooled	CO - TB	1.23	3233	09/21/21	07/29/30	\$54,997.16	\$17.01	3313EL2C7
\$526,349.22	M-2	Wayne State Univ Bonds Pool	CO - TB	3.51	3713	09/15/20	11/15/30	\$190,547.63	\$51.32	946303E42
\$138,673.01	M-1	Monroe Brownfield - Pooled	CO - TB	2.55	3494	10/06/21	05/01/31	\$34,320.41	\$9.82	610326AK6

Attachment: Oct 2021 Investment Report (5226 : October 2021 Investment Report)

REPORT DATE: 10/13/21

Purchase Amount		Institution Name	Agent	Rate	Days	Date Pur.	Date Due	Interest Due	Daily Int.	CUSIP
\$263,231.57	M-2	Eastern MI Univ Bonds - Pool	CO - TB	2.84	4354	03/30/20	03/01/32	\$90,415.36	\$20.77	276731ZP4
\$571,433.99	M-1	Bay City Brownfield - Pooled	CO - TB	1.63	4014	10/05/21	10/01/32	\$103,855.27	\$25.87	07207PBV1
\$359,066.98	M-1	Chippewa Vly School - Pooled	CO - TB	1.979	4226	10/05/21	05/01/33	\$83,415.79	\$19.74	170016F95
\$43,578,697.52								\$2,579,736.50	\$1,156.41	



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

Meeting: 10/18/21 07:00 PM
Department: Clerk's Office
Category: Attorney Billing
Prepared By: Racheal Boggs
Department Head: Racheal Boggs

K.1

SCHEDULED

AGENDA ITEM (ID # 5224)

DOC ID: 5224

**Approve and authorize the payment of Attorney Billing
(Doyle) 9/29/21 to 10/12/21 in the amount of \$4,144.00.**



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

Meeting: 10/18/21 07:00 PM
Department: Clerk's Office
Category: Attorney Billing
Prepared By: Racheal Boggs
Department Head: Racheal Boggs

K.2

SCHEDULED

AGENDA ITEM (ID # 5227)

DOC ID: 5227

**Approve and authorize the payment of Attorney Billing
(Masud) 9/1/2021 to 9/30/2021 in the amount of \$3,420.00.**



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

Meeting: 10/18/21 07:00 PM

Department: Clerk's Office

Category: License

Prepared By: Lindsey Bice

Department Head: Racheal Boggs

K.3

SCHEDULED

AGENDA ITEM (ID # 5225)

DOC ID: 5225

Approve and authorize the request for a Residential Sanitary Water & Sewer Installer's License for Site Development, Inc., 30850 Stephenson Hwy., Madison Heights, Michigan 48071.

ATTACHMENTS:

- Site Development WaterSewerApplication (PDF)



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

Application for Sewer & Water Installer License

Date: October 8, 2021 License Expiration: _____
Name of Applicant: Ron Potter
Applicant Address: 39850 Stephenson Highway Madison Heights, 48071
Phone Number: (248) 640-0852 Email: ron.potter@sdevelop.com
Name of Business: Site Development, Inc.
Business Address: 30850 Stephenson Hwy., Madison Heights MI 48071
Phone Number: (248) 583-1200 Plumbing License #: _____

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, Ron Potter (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: [Signature]

Subscribed and sworn before me a Notary Public, in and for the County of Genesee, State of Michigan this 13 day of October, 2021.

[Signature]

LINDSEY RICE
NOTARY PUBLIC, STATE OF MI
COUNTY OF GENESSEE
MY COMMISSION EXPIRES Jan 4, 2020
ACTING IN COUNTY OF Genesee

C:\Program Files (x86)\PDFConverter\temp\NVDC\970A9E2D-FA9E-4DC1-89F9-51FC3755497A\5441d70-75e4-4b64-86a8-7af7cbd47da5.docx

Attachment: Site Development WaterSewerApplication (5225 : Residential Sanitary Water & Sewer Installer's License)

CITY OF BURTON
 4303 S. CENTER RD.
 BURTON, MI 48519
 Phone : 810-743-1500
 WWW.BURTONMI.GOV

Received From:
 SITE DEVELOPMENT

Date: 10/13/2021 Time: 3:56:50 PM
 Receipt: 110722950 *** REPRINT ***
 Cashier: 006
 Workstation: Drawer: 1

ITEM REFERENCE	AMOUNT
LICENSE LICENSE FEES	
WATER	
1001-0000-450.0000	\$100.00
LICENSE LICENSE FEES	
SEWER	
1001-0000-450.0000	\$100.00
TOTAL	\$200.00
CHECK 76175	\$200.00
Total Tendered:	\$200.00
Change:	\$0.00

Attachment: Site Development WaterSewerApplication (5225 : Residential Sanitary Water & Sewer Installer's License)

Bond No. 65657130

WATERMAIN INSTALLER'S BOND

KNOW ALL MEN BY THESE PRESENTS: That we, Site Development, Inc.
 _____ of the City,
 Township, or Village of Madison Hts., 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 an 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 installing and connecting watermain service leads
 and excavating for that purpose within the private property of the City of Burton in accordance
 with the provisions of Ordinance No. 59-C as amended, entitled, "An Ordinance licensing
 contractors for the installation and connection of watermain service leads within the City of
 Burton, connections thereto and use thereof: Providing penalties for violations, and providing for
 other related matters." Adopted April 2, 1979, and has made application for a license therefore
 as provided in said Ordinance during the period between ~~April 1st~~ ^{October 8th} 2021 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 8th
 day of October, A.D., 2021.



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

Site Development, Inc.

Principal

By:

Leonard J. Theisen, President

WESTERN SURETY COMPANY

Surety

By:

Paul T. Bruflat
 (Attorney-in-fact)

Paul T. Bruflat, Vice President

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 Watermain Installer City of Burton

bond with bond number 65657130

for Site Development, Inc.

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 8th day of October,
2021.

ATTEST

P. Leitheiser

P. Leitheiser, Assistant Secretary

WESTERN SURETY COMPANY

By

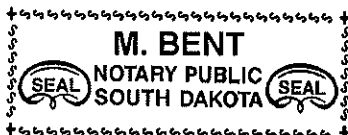
Paul T. Bruflat

Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 8th day of October, 2021, 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

M. Bent

Notary Public

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





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/8/2021

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 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 VTC Insurance Group 37000 Grand River Ave Ste 150 Farmington Hills MI 48335	CONTACT NAME: Marlane Miller PHONE (A/C, No, Ext): (248) 471-0970 FAX (A/C, No): (248) 471-0641 E-MAIL ADDRESS: marlenemiller@vtcins.com <table style="width: 100%;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A: Amerisure Insurance Company</td> <td>19488</td> </tr> <tr> <td>INSURER B: Amerisure Mutual Insurance Co.</td> <td>23396</td> </tr> <tr> <td>INSURER C: Travelers Prop. Cas. Co. Of Ame</td> <td>25674</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Amerisure Insurance Company	19488	INSURER B: Amerisure Mutual Insurance Co.	23396	INSURER C: Travelers Prop. Cas. Co. Of Ame	25674	INSURER D:		INSURER E:		INSURER F:	
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INSURER D:															
INSURER E:															
INSURER F:															
INSURED Site Development Inc. & Leonard's Contracting, Inc. DBA: Florida Site Development I Inc. 30850 Stephenson Hwy Madison Hts MI 48071															

COVERAGES**CERTIFICATE NUMBER:** 21-22 Master**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			CPP20812380802	2/1/2021	2/1/2022	EACH OCCURRENCE	\$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
	☒ X, C, U Included						MED EXP (Any one person)	\$ 15,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	\$ 1,000,000
	☐ POLICY ☒ PROJECT ☐ LOC						GENERAL AGGREGATE	\$ 2,000,000
	OTHER:						PRODUCTS - COM/PO/AGG	\$ 2,000,000
							Employee Benefits Liability	\$ 1,000,000
A	AUTOMOBILE LIABILITY			CA20812370802	2/1/2021	2/1/2022	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	☒ ANY AUTO						BODILY INJURY (Per person)	\$
	☐ ALL OWNED AUTOS	☐ SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$
	☒ HIRED AUTOS	☒ NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)	\$
								\$
B	☒ UMBRELLA LIAB			CU20812390803	2/1/2021	2/1/2022	EACH OCCURRENCE	\$ 10,000,000
	☐ EXCESS LIAB	☒ OCCUR					AGGREGATE	\$ 10,000,000
	☐ DED ☒ RETENTION \$ 0	☐ CLAIMS-MADE						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC2085080702	2/1/2021	2/1/2022	☒ PER STATUTE ☐ OTHER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☐ Y ☒ N	N/A				E.L. EACH ACCIDENT	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
C	Excess Liability			ZUP91M51009	2/1/2021	2/1/2022	Limit	\$5,000,000

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

CERTIFICATE HOLDER**CANCELLATION**

City of Burton
4303 S Center Road
Burton, MI 48519

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

Mark Provo/MEAA

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