



MEETING OF THE DOWAGIAC CITY COUNCIL

Municipal Building, 241 S. Front Street, Dowagiac, Michigan

Wednesday, June 13, 2016, 7:00 p.m.

AGENDA

- CALL TO ORDER -Mayor Donald D. Lyons
- PLEDGE OF ALLEGIANCE TO THE FLAG -Mayor Donald D. Lyons
- ROLL CALL -Mayor Donald D. Lyons
-Mayor Pro-Tem Leon Laylin
-Councilmember Charles Burling
-Councilmember James Dodd
-Councilmember Danielle Lucas
-Councilmember Lori Hunt
-Councilmember Bob Schuur
- APPROVAL OF MINUTES OF PREVIOUS MEETING – June 1, 2016
- QUESTIONS FROM CITY COUNCIL –
- COMMENTS FROM THE AUDIENCE (NON-AGENDA) –
- COMMENTS FROM THE AUDIENCE (AGENDA) –
- COMMUNICATIONS –
1. Request to close portions of the 500 and 600 blocks of Chestnut and the 300 block of Walnut Streets for a Block Party on July 9, 2016.
 2. Request to use the Dowagiac Municipal Airport and Russom Park use for fireworks on July 1, 2016.
- APPOINTMENTS –
1. Dowagiac Area History Museum Advisory Committee
- RESOLUTIONS –
1. Resolution to approve a six (6) month agreement with Infrastructure Alternatives to provide management services at the Wastewater Treatment Plant.

2. Resolution to approve a purchase order in the amount of \$23,601.00 to JWC Environmental for a new channel monster grinder at the Wastewater Treatment Plant.
3. Resolution to authorize the payment of bills:

<u>BILLS</u>	<u>PAYROLL</u>	<u>TOTAL</u>
\$973,480.38	\$306,541.65	\$1,280,022.03

COMMENTS FROM CITY OFFICIALS –

ADJOURNMENT –

Kevin P. Anderson
City Manager

Attachments

DOWAGIAC CITY COUNCIL MEETING

Monday, June 1, 2016

A special meeting of the Dowagiac City Council was called to order by Mayor Pro Tem Leon Laylin at 7:00 p.m.

Mayor Pro Tem Leon Laylin led the Pledge of Allegiance to the flag.

PRESENT: Councilmembers Leon D. Laylin, Charles K. Burling, James B. Dodd, Lori A. Hunt, Danielle E. Lucas, Bob B. Schuur and City Clerk Jane P. Wilson.

ABSENT: Mayor Donald D. Lyons

STAFF: City Manager Kevin P. Anderson, Finance Director Rebecca Grabemeyer, Airport Manager Oscar Azevedo.

APPROVAL OF MINUTES OF PREVIOUS MEETING

Councilmember Dodd moved and Councilmember Hunt seconded that the minutes of the May 9, 2016 meeting be approved.

Approved unanimously.

COMMENTS FROM CITY COUNCIL (AGENDA)

COMMENTS FROM THE AUDIENCE (NON-AGENDA)

COMMUNICATIONS

1. Request to block Tuthill Alley for Graduation Party, June 4th.

Councilmember Schuur moved and Councilmember Hunt seconded to approve the request.

2. Airport Fly Day, July 1st.

Councilmember Burling moved and Councilmember Dodd seconded to approve the request.

PUBLIC HEARING

1. A public hearing to receive comment on the Fiscal Year 2016-17 Budget.

A public hearing was held to receive input regarding the proposed Fiscal Year 2016-17 Budget.

Mayor Pro-Tem Laylin opened a public hearing at 7:10 p.m. for public comment.

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Business owner David Fair asked about the new school mills. Mr. Anderson explained those mills are not levied by the City and he would have a representative from the school system follow up with Mr. Fair.

Mayor Pro-Tem Laylin closed the public hearing at 7:13 p.m.

RESOLUTIONS

1. Resolution to approve a budget for Fiscal Year 2016-17 that will begin on October 1, 2016 and end on September 30, 2017.

Councilmember Hunt offered and moved to approve the following resolution; seconded by Councilmember Burling.

WHEREAS, the City Council of the City of Dowagiac has received a proposed budget from the City Administration for the fiscal year beginning October 1, 2016 and ending September 30, 2017; and

WHEREAS, in accordance with Public Act 42 of 1995 and Section 8.4 of the City Charter, the City of Dowagiac on June 1, 2016 held a public budget hearing concerning all City funds. During said hearing the property tax millage rates and proposed uses of the same were presented; and

WHEREAS, the City of Dowagiac is required to adopt a General Appropriations Act for the following funds in conformance with the Michigan Uniform Accounting and Budgeting Act (No. 621) of 1978:

- General
- Major Streets
- Local Streets
- Parks
- Sidewalk Replacement Program
- Solid Waste
- Industrial/Economic Development
- LDFA Project
- DDA TIF Project
- Streetscape Maintenance
- Rehabilitation Loan Payments
- MSHDA Rental Rehab
- Municipal Facilities/Improvements
- City Drug Forfeiture
- Depot
- M-51 South Commercial Development
- Capital Projects Fund

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- Electric Utility
- Dial-A Ride Transportation (DART)
- Sewer Utility
- Water Utility
- Motor Pool/Equipment
- Computer Replacement
- Health/Drug Self Insurance
- Self Insurance - Liability
- Cemetery Trust
- Retiree Health Insurance
- Fire Insurance Escrow

NOW, THEREFORE, BE IT RESOLVED that the City of Dowagiac, by the affirmative vote of its City Council, does hereby adopt the aforementioned budgets, which are contained in the budget document submitted to the City Council and placed on file with the City Clerk, for the year beginning October 1, 2016 and ending September 30, 2017.

BE IT FURTHER RESOLVED that there is hereby levied an Ad Valorem Property Tax as indicated below, based upon the Taxable Valuation of the City in conformance with the General Property Tax Act:

14.1521 Mills - General Fund Operations	
0.5500 Mills - Dial-A-Ride (DART) Fund Operations	
<u>2.6000</u> Mills - Solid Waste Fund Operations	
17.3021	TOTAL MILLAGE

BE IT FURTHER RESOLVED that the City Manager is hereby given the authority to make transfers between departments or funds of amounts up to \$15,000 without prior approval of the City Council to maintain a balanced budget in conformance with the Michigan Uniform Accounting and Budgeting Act.

BE IT FURTHER RESOLVED that the City Treasurer's office is authorized to assess a 1% property tax administration fee to offset the costs incurred by the City for assessing property values and for the collecting and accounting of property taxes.

BE IT FURTHER RESOLVED that a late penalty fee of 4% of the City tax levy shall be added to those delinquent City taxes, which remain unpaid as of September 15, 2016.

BE IT FURTHER RESOLVED that all delinquent property taxes collected on or after September 15, 2016 shall have an additional 1% added per each month thereafter to the outstanding balance due.

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ADOPTED on a roll call vote.

Ayes: Six (6) Laylin, Burling, Dodd, Hunt, Lucas, Schuur

Nays: None (0)

Absent: None (0)

Abstain: None (0)

2. Resolution to authorize and direct the City Treasurer to pay the following bills and payroll due:

Councilmember Schuur offered and moved the adoption of the following resolution; seconded by Councilmember Burling.

WHEREAS, the following information has been reviewed by the City Manager and City Treasurer and is being presented to City Council with a recommendation to approve invoices for period ending 05/19/2016 and payroll #17:

BE IT RESOLVED that the City Manager and City Treasurer are hereby authorized and directed to pay the following bills and payroll due:

<u>BILLS</u>	<u>PAYROLL</u>	<u>TOTAL</u>
\$660,588.19	\$113,993.97	\$774,582.16

ADOPTED on a roll call vote.

Ayes: Six (6) Laylin, Burling, Dodd, Hunt, Lucas, Schuur

Nays: None (0)

Absent: None (0)

Abstain: None (0)

COMMENTS -

ADJOURNMENT

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Upon motion by Councilmember Dodd and seconded by Councilmember Lucas, the Dowagiac City Council adjourned at 7:17 PM.

Leon D. Laylin, Mayor Pro Tem

Jane P. Wilson, City Clerk

EVENTS APPROVAL FORM

Event: Block Party - street closures

Date: Saturday, July 9, 2016

Sponsoring Organization:

Contact Person(s): Kenneth Rucker

Contact Person's Telephone: 269.228.8032

CITY MANAGER:

Final Approval

Denial

Comments: _____

Signature _____ Date _____

Department Heads:

Please review the attached event/activity request; indicate conditional approval, approval or denial; and provide comments regarding possible concerns. All comments will be taken under consideration and final approval remains with the City Manager.

DEPARTMENT OF PUBLIC SAFETY:

Approval

Approval with conditions

Denial

Comments: Must be accessible to emergency vehicles.

Signature *St. L. Merrill* Date _____

DEPARTMENT OF PUBLIC SERVICES:

Approval

Approval with conditions

Denial

Comments: *James Bradford*

Signature _____ Date 6-6-16

FINANCE DEPARTMENT:

Approval Approval with conditions Denial

Comments: _____

Signature _____ Date _____

DOWNTOWN DEVELOPMENT AUTHORITY:

Approval Approval with conditions Denial

Comments: _____

Signature _____ Date _____

5-20-2016

Mr. Anderson,

I am contacting you regarding a possible block party. The streets that would need to be blocked off are Lowe, south end of Walnut, Maple and Grove. The 9th of July is the tentative date. What is the procedure to have this done. Thank you for any consideration regarding this matter.

Kenneth Rucker

269-228-8032

Krucker142@yahoo.com

142 N. Rowland

Cassopolis, MI

49031

Burger King

C. Wimberley Ford

S Paul St

Tuthill St

Maple St

Chestnut St

Grove St

Walnut St

S Lowe St

Memorial Hospital

W High St

Indiana Av

S Lowe St

Hendryx St

Chestnut St

Dowagiac Creek



Che

Bobbie Jo Hartline

From: Kevin Anderson
Sent: Thursday, June 02, 2016 8:59 AM
To: Bobbie Jo Hartline
Subject: FW: Block Party

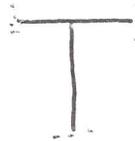
From: Kenneth Rucker [mailto:krucker142@yahoo.com]
Sent: Wednesday, June 1, 2016 8:28 PM
To: Kevin Anderson <kanderson@dowagiac.org>
Subject: Fw: Block Party

On Wednesday, June 1, 2016 7:39 PM, Kenneth Rucker <krucker142@yahoo.com> wrote:

Hello: Mr. Anderson,

I am contacting you regarding a proposed July 9th block party. The streets involved are, Lowe, Maple, and Walnut. I appreciate any consideration regarding this matter. I need to know as soon as possible for further planning consideration. Please contact me as soon as possible.

Sincerest Regards
Kenneth Rucker
142 N. Rowland
Cassopolis, MI 49031
269-228-8032
krucker142@yahoo.com

A large, hand-drawn capital letter 'T' in black ink, positioned in the lower right quadrant of the page.

Lowe? Busyn

EVENTS APPROVAL FORM

Event: Independence Day Fireworks
Date: Friday, July 1, 2016
Sponsoring Organization: Dowagiac Young Professionals
Contact Person(s): Jeremy Truitt or Melissa Gunn
Contact Person's Telephone: Truitt w 269.782.1021 c 989.330.4624 Gunn c 269.240.8070

CITY MANAGER:

Final Approval Denial

Comments: _____

Signature _____ Date _____

Department Heads:

Please review the attached event/activity request; indicate conditional approval, approval or denial; and provide comments regarding possible concerns. All comments will be taken under consideration and final approval remains with the City Manager.

DEPARTMENT OF PUBLIC SAFETY:

Approval Approval with conditions Denial

Comments: _____

Signature *St. L. Samuel* Date 6/8/16

DEPARTMENT OF PUBLIC SERVICES:

Approval Approval with conditions Denial

Comments: _____

Signature *James Bradford* Date 6-8-16

FINANCE DEPARTMENT:

Approval Approval with conditions Denial

Comments: _____

Signature _____ Date _____

DOWNTOWN DEVELOPMENT AUTHORITY:

Approval Approval with conditions Denial

Comments: _____

Signature _____ Date _____

June 7, 2016

To: Mayor Lyons and the Dowagiac City Council

We are writing today to formally request approval to hold the Fourth of July fireworks celebration at the Dowagiac Municipal Airport on Friday, July 1, 2016. Our group is raising the necessary funds for the 3rd consecutive year to fully underwrite the expense of the fireworks.

With the help of Public Safety Director Steve Grinnwald, we have arranged to have the necessary police and fire department officials in place the night of the event. We will also be providing our own volunteers to assist in parking cars and clean-up after the event.

We will need to use the Dowagiac Airport, Russom Park and the park between the fire department and Premier Tool & Die. We hope that we can count on your support to help bring back a family-friendly event to celebrate Independence Day here in our great city. If you have any questions, please feel free to contact Jeremy Truitt at 269-782-1021 or Melissa Gunn at 269-240-8070.

Thank You,

The Young Professionals of Greater Dowagiac

CITY OF DOWAGIAC

MEMO TO: Mayor Lyons and City Council Members

FROM: Kevin P. Anderson, City Manager

DATE: June 8, 2016

SUBJECT: Dowagiac Area History Museum Advisory Committee Appointments

Mayoral appointments for the Dowagiac Area History Museum Advisory Committee are on Monday's agenda for your consideration. The appointments are recommended by the Mayor and offered by the Mayor Pro-Tem. Steve Arseneau, Director of the Dowagiac Area History Museum, reports that all fourteen members of the Museum Advisory Committee are excited about their service to the community and wish to retain these Council committee appointments through the next term expiring in July 2019:

Rick Sheffer, Chair
Joan Lyons, Vice Chair
Pam Proctor, Secretary
Candy Azevedo
Barbara Wood Cook
Barbara Groner
Randy Gross
Andrea Jackson
Bill Krohne
Al Palmer
Liz Rapalee Lyons
Chuck Timmons
Robert Wagel
Bill Westrate

Support Documents:

Cover Memo-City Mgr.
Cover Memo-Dept. Head

Memorandum

To: Kevin Anderson, City Manager
From: Steve Arseneau, Museum Director
Re: Appointment of Museum Advisory Committee
Date: June 10, 2016

The City Council appointed members to serve on the Museum Advisory Committee for the Dowagiac Area History Museum in 2012 during the transition from Southwestern Michigan College. The committee itself dates back to the 1980s when SMC initially founded the museum on campus.

The committee consists of Cass County community members interested in history and the success of the museum. They serve in an advisory capacity, but assist the museum director in numerous ways:

- Serve on sub-committees on Collections, Volunteers, Programs/Education and Finances
- Help with fundraising
- Staff the museum on Saturdays and in the absence of the museum director
- Integral in strategic planning process
- Assist with events planning and implementation

The three and four year appointment terms for the members are due to expire. All the current members would like to serve another term and I request that all members be reappointed.

Museum Advisory Committee

The Dowagiac City Council shall appoint a Museum Advisory Committee (MAC) to assist the museum director in the operation of the museum, formulation of policy and implementation of strategies to help the museum fulfill its mission and meet its goals.

STRUCTURE:

A. Membership: The Museum Advisory Committee shall be comprised of at least nine, but no more than 13 members appointed by City Council with the recommendation of the Mayor. The Museum Advisory Committee is encouraged to submit nominees to fill vacancies. The Committee members will be selected on the basis of their interest in and/or knowledge of history and their dedication to the museum. Additional members may be appointed by the City Council as needed.

B. Terms: All members shall serve a three-year term.

C. Chairperson: The MAC shall annually select a Chairperson from their committee members.

D. Secretary: The Chairperson shall appoint a secretary to record and distribute minutes of each meeting.

E. Meetings: The MAC shall strive to meet quarterly to hear reports by the Director and to advise him/her. Additional meetings between the regular meetings may be called by the Director or the Committee Chairperson.

F. Meeting Procedures: The MAC should formalize its recommendations by motion and vote. The MAC Secretary shall keep minutes of the meetings. Said minutes shall be sent to each MAC member, the Director and the City Manager within 10 days following each Committee meeting.

General Qualifications

Each board member should have each of the skills or attributes described below:

1. Possess an understanding and appreciation of, or a willingness to learn, the history and mission of the Dowagiac Area History Museum
2. Be a resident of Cass County or the Sister Lakes area
3. Demonstrate high ethical standards and integrity in his or her personal and public conduct
4. Possess life experiences, professional and/or personal, that will enable him or her to provide useful insights into various matters addressed by the board

MAC member expectations

The Museum Advisory Committee is an important committee that provides valuable input and assistance to the museum director. To best assist the director, each board member is expected to:

1. Be willing and have the ability to devote the time required to be an effective board member, including serving on committees; preparing for meetings by reviewing advance materials; and attending a majority of full MAC meetings and sub-committee meetings (to which the member is assigned). It is understood that occasionally members will be unable to attend meetings due to circumstances. When absence is known, member will notify chairperson and provide feedback on topics to be discussed in advance of meeting.
2. Have the ability to participate effectively in board meetings, including articulating and responding to alternative viewpoints through effective communication.
3. Serve on at least one sub-committee. Each member is expected to attend sub-committee meetings and participate in discussions.
4. Work with museum director to plan and strategize for the museum
5. Be a paying dues member in good-standing of the Dowagiac Area History Museum
6. Help staff the museum 4-5 times per year on Saturdays and other times the museum director will be absent, due to vacation, illness or other personal reasons. Exceptions to this expectation due to personal circumstances may be granted by the MAC chairperson. If an exception is to be granted, it is expected that the MAC member will be an active participant in other areas.
7. Contribute financially to capital campaigns and annual fund drives, within the financial means of each member
8. Assist the museum director at several events per year—parking direction, registration, setup, greeter, etc...
9. Serve as an advocate for the Dowagiac Area History Museum in the community

Sub-Committees

In addition to the full committee, the MAC is authorized to create sub-committees as working groups to accomplish goals of the full committee. Sub-committees of the MAC will meet on an as-needed basis and may make recommendations to the full MAC. The MAC may also create temporary ad-hoc committees to address particular issues or projects.

Fundraising/Finance

Purpose: To assist the Museum Director with fundraising to solidify future funding for the museum

Activities/Duties:

- Identify potential monetary donors to the museum
- Nurture relationships for the museum with potential donors and introduce Museum Director and City officials at appropriate time
- Assist Museum Director in coordination and implementation of fundraising events
- Help identify grant opportunities and assist director as needed in application process

Programs and Education

Purpose: To assist the Museum Director in the scheduling, development and implementation of public programs and school tours

Activities/Duties:

- Identify potential speakers and topics for lecture series and other events
- Attend events and assist Museum Director during events (as often as possible and as needed)
- Assist development and implementation of school tour programs

Volunteers

Purpose: To recruit new volunteers for the Museum and assist Museum Director with scheduling and coordination of volunteers

Activities/Duties:

- Recruit new volunteers
- Help schedule volunteers for various museum duties
- Assist Museum Director in planning and implementation of volunteer appreciation and training events

Sub-committee chairperson Responsibilities

- Schedule meetings of sub-committee
- Chair and organize the meetings

- Create written report for official meetings for city record and deliver (via email) to City Manager's office
- Report to museum director and Chairperson of the MAC on the meeting
- Work with director to set goals and expectations of the sub-committee
- Lead efforts to reach goals and coordinate committee's activities

Collections

Purpose: To work with the Museum Director on issues concerning the permanent museum collection, including artifact donations, deaccessioning artifacts and conservation and protection of the collection.

Activities/Duties:

- Discuss and accept or reject artifact donations to the museum based upon recommendations from Museum Director. This committee will then make a recommendation to the City Council for official acceptance of a donation.
- Discuss and accept or reject recommendations from Museum Director in regard to removal of artifacts from the permanent collection (deaccessioning). This committee will then make a recommendation to the City Council for official approval of deaccession.
- This committee will help identify the ultimate disposition of deaccessioned artifacts (auction, transfer to different institution, disposal, etc...).
- Members may assist Museum Director in identifying artifacts as candidates for deaccessioning.
- Evaluate and edit as needed the museum's Collections Policy, Collections Manual and forms (Deed of Gift, Loan, Temporary Receipts, e.g.)
- In the event of moving the entire collection, helping Museum Director coordinate and execute the move
- Encourage quality artifact donations to the museum from community members

CITY OF DOWAGIAC

MEMO TO: Mayor Lyons and City Council Members

FROM: Kevin P. Anderson, City Manager

DATE: June 10, 2016

SUBJECT: Wastewater Treatment Plant Management Services Agreement

A resolution is on Monday's agenda to approve a management services agreement with Infrastructure Alternatives, Inc. This agreement is important and will provide for additional operations oversight and staff training while assuring that the plant operates safely and in compliance with its permit requirements.

The following items are included in the scope of work:

- Provide management for the guidance, direction and training of existing City staff in the proper operation, maintenance and management of the wastewater treatment plant, water treatment plant and Township well field.
- Provide coordination of operation during the current major improvement projects and work in concert with your engineer and contractor to develop an operations strategy that minimizes the impact on operations and system performance.
- Provide technical support, and strategy recommendations for addressing MDEQ compliance inspection findings.
- Implement Standard Operating Procedures for each plant unit process.
- Update the Laboratory Quality Assurance/Quality Control program that assures accuracy in the on-site testing performed, and train staff in its implementation.
- Implement a computerized equipment maintenance management program to track work performed on plant and collection system mechanical equipment and structures. Lack of a program documenting maintenance has been a MDEQ finding in the last compliance audits. This program is a NPDES permit requirement.
- Provide mentoring and guidance to City staff in proper operations, maintenance and management of your water and wastewater utilities.

The agreement is for 6 months at a cost of \$8,100 per month and is renewable should both parties see the value in continuing.

Infrastructure Alternatives provides similar services to over a dozen communities in Michigan.

RECOMMENDATION

Authorize the resolution to approve a six-month Water & Wastewater System Management Services agreement with Infrastructure Alternatives.

Support Documents:

Cover Memo-City Mgr.
Resolution

Councilmember _____ offered and moved the adoption of the following resolution; seconded by Councilmember _____.

WHEREAS, the City Administration has been reviewing the operation of the Water and Wastewater Treatment Plants, and;

WHEREAS, we hired the management firm of Infrastructure Alternatives, Inc. (IAI) who teamed up with Wightman & Associates to provide a general facility assessment report on the state of the water and wastewater treatment plants, and;

WHEREAS, based on their findings, it is in the City's best interest to hire experienced water and wastewater experts to assist the City with the day-to-day operation and maintenance of both the water and wastewater treatment plants and establish computerized operational planning tools that are compliant with the City's operating permits, and;

WHEREAS, the IAI provides water and wastewater operation services to multiple municipalities in Michigan and Wisconsin and has experience and staffing available to assist the City of Dowagiac, and;

WHEREAS, the City Council desires to enter into a six-month Agreement for Management Services relative to the operation of the Dowagiac Wastewater Treatment and Water Treatment Plants, and;

NOW, THEREFORE BE IT RESOLVED that the Mayor and City Manager be and hereby are authorized to execute any and all documents necessary and appropriate to effectuate said agreement.

ADOPTED/REJECTED

CITY OF DOWAGIAC

MEMO TO: Mayor Lyons and City Council Members

FROM: Kevin P. Anderson, City Manager

DATE: June 10, 2016

SUBJECT: Wastewater Treatment Plant Emergency Equipment Purchase

A resolution is on Monday's agenda to approve the purchase of a new "Channel Monster" grinder at the Wastewater Treatment Plant. This new grinder will replace a grinder that was purchased in 2006. The grinder is located at the head of the plant and grinds solids over ¼" in size to facilitate efficient processing of waste material through the plant. The grinder had an expected life of 20 years, but has become inoperable. Without this grinder in operation, there is no way for the larger solids to be processed at the plant.

We received a quote from JWC Environmental for the new grinder in the amount of \$26,301. Our engineers and contractors reviewed the information and recommend the purchase of this grinder.

RECOMMENDATION

Authorize the resolution to approve the purchase of a new grinder for the Wastewater Treatment Plant from JWC Environmental in the amount of \$26,301.

Support Documents:
Cover Memo-City Mgr.
Resolution
Purchase Authorization

Councilmember _____ offered and moved the adoption of the following resolution;
seconded by Councilmember _____.

WHEREAS, the City administration through their engineers and contractors discovered that a vital piece of grinding equipment for the Wastewater Treatment Plant is inoperable, and;

WHEREAS, this grinder helps facilitate processing of large solids at the plant to smaller sizes for processing through the plant, and;

WHEREAS, we received a quote for a new grinder from JWC Environmental in the amount of \$26,301, and;

WHEREAS, City administration recommends that this grinding equipment be purchased so the wastewater treatment plant can efficiently operate.

NOW, THEREFORE BE IT RESOLVED that the City Council hereby authorizes the purchase of the grinding equipment from JWC Environmental in the amount of \$26,301.

BE IT FURTHER RESOLVED that the City Manager be authorized to execute any and all documents necessary and appropriate to effectuate said purchase.

ADOPTED/REJECTED



THE CITY OF
DOWAGIAC

PURCHASE ORDER

NO. **1565**

CREATING TOMORROW

P.O. BOX 430 • 241 S. FRONT ST.
DOWAGIAC, MICHIGAN 49047
cityofdowagiac.com

PHONE (616) 782-2195
FAX (616) 782-1838

TO JWC Environmental
2600 S. Garnsey Street
Santa Ana, CA 92707

SHIP TO Dept. of Public Services
29250 M-62 West
Dowagiac, MI 49047

PLEASE ENTER OUR ORDER FOR THE FOLLOWING:

DATE REQUIRED	SHIP VIA	FEDERAL T.I.N.	DEPT.	ORDER DATE	
		38-6004607	WWTP	06/08/2016	
ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL	ACCOUNT NO.
	CMD3210-XDS2.0 / WR Upgrade	1	\$23,601.00	\$23,601.00	590-443-970.00
	Channel Monster Grinder				
Per Quote #33474, dated 5/26/16.			ORDER TOTAL:	\$23,601.00	

PLEASE ACKNOWLEDGE IMMEDIATELY AND STATE WHEN YOU WILL SHIP OUR ORDER. PURCHASE ORDER NUMBER MUST APPEAR ON ALL RELATED PACKAGES AND FORMS.

Purchase order must be signed before purchase is made for all purchases over \$1,000 unless covered by exception per Section 2-240 of city code.

Emergency P.O. Pursuant to Code 2-242 pmt

DEPARTMENT HEAD

DIRECTOR OF FINANCE (Purchase over \$1,000)
[Signature]
CITY MANAGER (Purchase over \$5,000)



Customer Service Center
 2600 S. Garnsey Street
 Santa Ana, CA 92707 USA
 Phone: 949 833-3888
 Toll Free: 800 331-2277
 Fax: 714 549-4007

Customer: 6004333
 Office
 Dowagiac, City of
 241 South Front Street
 Dowagiac, MI 49047
 US

Quote Number: 33474
Quote Date: 05/26/2016
Terms: NET 30 DAYS
Pricing: Valid 60 Days
FOB: Origin
Lead Time: 6-8 Weeks ARO both ways
Shipping & Handling include in the price
Grinder Serial #: 103259-8-1

616-782-9703

Project: City of Dowagiac

All orders will be billed the applicable sales tax, based on the "ship to address", unless a valid tax exemption certificate is provided prior to shipment.

Part Number	Description	Qty	Unit Price	Extended Price
EVAL_CA	CMD3210-XDS2.0 Upgrade Return Expected Return Grinder SN:103259-8-1	1	\$0.00	\$0.00
CMD3210-XDS2.0	CMD3210-XDS2.0/WR Upgrade 17T cam cutters with Knurled Spacers 1:1 Stack Hardened Alloy STL Optimized Cut Control Gearing Buna N Elastomers Cork & Rubber Gaskets Motor Type Electric Less Motor Less Reducer Less Spool Delta P Side Rails With 1/2" Perforated Drum Paint Epoxy Green ***** Grinder SN: TBD	1	\$23,601.00	\$23,601.00
UC-SA	Upgrade Return Santa Ana ***** UPGRADE RETURN Please return your old unit within 30 days to activate the Warranty on your Cutter Cartridge. Return equipment to: ***** JWC Environmental 2600 South Garnsey Street Santa Ana, CA 92707	1	\$0.00	\$0.00



Customer Service Center
2600 S. Garnsey Street
Santa Ana, CA 92707 USA
Phone: 949 833-3888
Toll Free: 800 331-2277
Fax: 714 549-4007

Shipping	Shipping & Handling	1	\$0.00	\$0.00
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Please verify serial number is correct.

Sub Total	\$23,601.00
Tax	
Total	\$23,601.00

Notes:

1. Please fax or mail a purchase order for the total amount and we can process your order.
Please include the following:
Billing Address, Ship to Address, and sales tax exemption certificate.
2. Please reference our quote number on your purchase order.
3. Availability of parts are subject to change at any time.
4. 20% restocking fee on all returns.
5. Sales tax is not included in price.
6. JWCE standard one year warranty included except for older models i.e. GTS, MS and SPF models.
7. Call or e-mail with any questions or concerns.

Thank-You for your Business!

**JWC Environmental LLC
Erik Martinez
Customer Service**



Customer Service Center
2600 S. Garnsey Street
Santa Ana, CA 92707 USA
Phone: 949 833-3888
Toll Free: 800 331-2277
Fax: 714 549-4007

Please provide the following information. Failure to do so may delay processing of order. **Quote #: 33474**

Bill To Name & Address:

Ship To Name & Address:

Email Address: _____

PO# _____

Payment terms: Net 30 FOB: Origin

Please select a shipping method:

Prepay & Add to Invoice

Collect Account #: _____

Carrier: _____

JWCE will add shipping and handling charges to invoices unless otherwise specified.

Please fax or email your PO and most recent tax certificate to:

Fax (770) 925-9406

Email servicesales@jwce.com

Credit cards:

I authorize JWCE to process this order on my credit card and add shipping and handling charges.

Call Customer Service at (800) 331-2277 for credit card processing.

Signature: _____

Date: _____



Customer Service Center
2600 S. Garnsey Street
Santa Ana, CA 92707 USA
Phone: 949 833-3888
Toll Free: 800 331-2277
Fax: 714 549-4007

JWC ENVIRONMENTAL TERMS AND CONDITIONS OF SALE

Unless otherwise specifically agreed to in writing by the buyer ("Buyer") of the products and or related services purchased hereunder (the "Products") and JWC Environmental (the "Seller"), the sale of the Products is made only upon the following terms and conditions. Whether these terms are included in an offer or an acceptance by Seller, such offer or acceptance is conditioned on Buyer's assent to these terms. Seller rejects all additional, conditional and different terms in Buyer's form or documents.

PAYMENT TERMS

Subject to any contrary terms set forth in our price quotation, order acceptance or invoice the full net amount of each invoice is due and payable in cash within 30 days from the date of the invoice. If any payment is not received within such 30-day period, Buyer shall pay Seller the lesser of 1 1/2% per month or the maximum legal rate on all amounts not received by the due date of the invoice, from the 31st day after the date of invoice until said invoice and charges are paid in full. Unless Sellers documents provide otherwise, freight, storage, insurance and all taxes, duties or other governmental charges related to the Products shall be paid by the Buyer. If Seller is required to pay any such charges, Buyer shall immediately reimburse Seller for said charges. In all cases, regardless of partial payment, title to the Products shall remain the Sellers until payment for the Products has been made in full. All orders are subject to credit approval by Seller. All offers by Seller and/or acceptance of Buyer's order shall be nullified by any failure of Buyer to obtain credit approval. Furthermore, Buyer shall not assert any claim against Seller due to Buyer's inability to obtain credit approval. Irrevocable Letter of Credit from Buyer in form and term acceptable to Seller is required for Product orders delivered outside the United States of America

DELIVERY

Unless otherwise provided in our price quotation, delivery of the Products shall be made F.O.B. place of manufacture. Any shipment, delivery, installation or service dates quoted by the Seller are estimated and the Seller shall be obligated only to use reasonable efforts to meet such dates. The Seller shall in no event be liable for any delays in delivery or failure to give notice of delay or for any other failure to perform hereunder due to causes beyond the reasonable control of the Seller. Such causes shall include, but not be limited to, acts of God, the elements, acts or omissions of manufacturers or suppliers of the Products or parts thereof, acts or omissions of Buyer or civil and military authorities, fires, labor disputes or any other inability to obtain the Products, parts thereof, or necessary power, labor, materials or supplies. The Seller will be entitled to refuse to make, or to delay, any shipments of the Products if Buyer shall fail to pay when due any amount owed by it to the Seller, whether under this or any other contract between the Seller and Buyer. Any claims for shortages must be made to the Company in writing within five calendar days from the delivery date and disposition of the claim is solely subject to Sellers determination

PRICES

Prices of the Seller's Products are subject to change without notice. Quotations are conditioned upon acceptance within 30 days unless otherwise stated and are subject to correction for errors and/or omissions. Prices include charges for regular packaging but, unless expressly stated, do not include charges for special requirements of government or other purchaser. Prices are subject to adjustment should Buyer place an order past the validity period of the quotation or delay delivery of Products beyond the quoted lead time for any reason.

RETURNS

No Products may be returned for cash. No Product may be returned for credit after delivery to Buyer without Buyer first receiving written permission from the Seller. Buyer must make a request for return of Product in writing to Seller at its place of business in Costa Mesa, California. A return material authorization number must be issued by the Seller to the Buyer before a Product may be returned. Permission to return Product to Seller by Buyer is solely and exclusively the Sellers. Product must be returned to Seller at Buyers expense, including packaging, insurance, transportation and any governmental fees. Any credit for Product returned to Seller shall be subject to the inspection of and acceptance of the Product by the Seller and is at the sole discretion of the Seller.

LIMITED WARRANTY

Subject to the terms and conditions hereof, the Seller warrants until one year after commissioning (written notification to Seller by Buyer required) of the Product or until 18 months after delivery of such Product to Buyer, whichever is earlier, that each Product will be free of defects in material and workmanship. If (a) the Seller receives written notification of such defect during the warranty period and the defective Products use is discontinued promptly upon discovery of alleged defect, and (b) if the owner ("Owner") forwards the Product to the Seller's nearest service/repair facility, transportation and related insurance charges prepaid. The Seller will cause any Products whose defect is covered under this warranty to either be replaced or be repaired at no cost to the Owner. The foregoing warranty does not cover repairs required due to repair or alteration other than by the Seller's personnel, accident, neglect, misuse, transportation or causes other than ordinary use and maintenance in accordance with the Seller's instructions and specifications. In addition, the foregoing warranty does not cover any Products, or components thereof, which are not directly manufactured by the Seller. To the extent a warranty for repair or replacement of such Products or components not manufactured directly by the Seller is available to Buyer under agreements of the Seller with its vendors; the Seller will make such warranties available to Buyer. Costs of transportation of any covered defective item to and from the nearest service/repair center and related insurance will be paid or reimbursed by Buyer. Any replaced Products will become the property of the Seller. Any replacement Products will be warranted only for any remaining term of the original limited warranty period and not beyond that term.

DISCLAIMER OF WARRANTIES AND LIMITATIONS OF LIABILITIES

THE SELLER'S FOREGOING LIMITED WARRANTY IS THE EXCLUSIVE AND ONLY WARRANTY WITH RESPECT TO THE PRODUCTS AND SHALL BE IN LIEU OF ALL OTHER WARRANTIES (OTHER THAN THE WARRANTY OF TITLE), EXPRESS, STATUTORY OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY STATEMENTS MADE BY EMPLOYEES, AGENTS OF THE SELLER OR OTHERS REGARDING THE PRODUCTS. THE OBLIGATIONS OF THE SELLER UNDER THE FOREGOING WARRANTY SHALL BE FULLY SATISFIED BY THE REPAIR OR THE REPLACEMENT OF THE DEFECTIVE PRODUCT OR PART, AS PROVIDED ABOVE. IN NO EVENT SHALL THE SELLER BE LIABLE FOR LOST PROFITS OR OTHER SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES, EVEN IF THE SELLER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THE TOTAL LIABILITY OF THE SELLER TO BUYER AND OTHERS ARISING FROM ANY CAUSE WHATSOEVER IN CONNECTION WITH BUYER'S PURCHASE, USE AND DISPOSITION OF ANY PRODUCT COVERED HEREBY SHALL, UNDER NO CIRCUMSTANCES, EXCEED THE PURCHASE PRICE PAID FOR THE PRODUCT BY BUYER. NO ACTION, REGARDLESS OF FORM, ARISING FROM THIS AGREEMENT OR BASED UPON BUYER'S PURCHASE, USE OR DISPOSITION OF THE PRODUCTS MAY BE BROUGHT BY EITHER PARTY MORE THAN ONE YEAR AFTER THE CAUSE OF ACTION ACCRUES, EXCEPT THAT ANY CAUSE OF ACTION FOR THE NONPAYMENT OF THE PURCHASE PRICE MAY BE BROUGHT AT ANY TIME

The remedies provided to Buyer pursuant to the limited warranty, disclaimer of warranties and limitations of liabilities, described herein are the sole and exclusive remedies.

Unless specifically agreed to in writing by the Seller, no charges may be made to the Seller by Buyer or any third party employed by buyer for removing, installing or modifying any Product.

The Seller and its representatives may furnish, at no additional expense, data and engineering services relating to the application, installation, maintenance or use of the Products by Buyer. The Seller will not be responsible for, and does not assume any liability whatsoever for, damages of any kind sustained either directly or indirectly by any person through the adoption or use of such data or engineering services in whole or in part.

CONFIDENTIAL INFORMATION

Except with the Seller's prior written consent, Buyer shall not use, duplicate or disclose any confidential proprietary information delivered or disclosed by the Seller to Buyer for any purpose other than for operation or maintenance of the Products.

CANCELLATION AND DEFAULT

Absolutely no credit will be allowed for any change or cancellation of an order for Products by Buyer after fabrication of the Products to fill Buyer's order has been commenced. If Buyer shall default in paying for any Products purchased hereunder, Buyer shall be responsible for all reasonable costs and expenses, including (without limitation) attorney's fees incurred by the Seller in collecting any sums owed by Buyer. All rights and remedies to the Seller hereunder or under applicable laws are cumulative and none of them shall be exclusive of any other right to remedy. No failure by the Seller to enforce any right or remedy hereunder shall be deemed to be a waiver of such right or remedy, unless a written waiver is signed by an authorized management employee of the Seller and the Seller's waiver of a breach of this agreement by Buyer shall not be deemed to be a waiver of any other breach of the same or any other provision.

CHANGES IN PRODUCTS

Changes may be made in materials, designs and specifications of the Products without notice. The Seller shall not incur any obligation to furnish or install any such changes or modifications on Products previously ordered by, or sold to, Buyer.

APPLICABLE LAW, RESOLUTION OF DISPUTES AND SEVERABILITY

This agreement is entered into in Costa Mesa, California. This agreement and performance by the parties hereunder shall be construed in accordance with, and governed by, the laws of the State of California. Any claim or dispute arising from or based upon this agreement or the Products which form its subject matter shall be resolved by binding arbitration before the American Arbitration Association in Los Angeles, California, pursuant to the Commercial Arbitration Rules, excepting only that each of the parties shall be entitled to take no more than two depositions, and serve no more than 30 interrogatories, 10 requests for admissions and 20 individual requests for production of documents, such discovery to be served pursuant to the California Code of Civil Procedure. Any award made by the arbitrator may be entered as a final judgment, in any court having jurisdiction to do so. If any provision of this agreement shall be held by a court of competent jurisdiction or an arbitrator to be unenforceable to any extent, that provision shall be enforced to the full extent permitted by law and the remaining provisions shall remain in full force and effect.

ASSIGNMENT

This agreement shall be binding upon the parties and their respective successors and assigns. However, except for rights expressly provided to subsequent Owners of the Products under "Limited Warranty" above any assignment of this agreement or any rights hereunder by Buyer shall be void without the Company's written consent first obtained. Any exercise of rights by an Owner other than Buyer shall be subject to all of the limitations on liability and other related terms and conditions set forth in this agreement.



Customer Service Center
2600 S. Garnsey Street
Santa Ana, CA 92707 USA
Phone: 949 833-3888
Toll Free: 800 331-2277
Fax: 714 549-4007

EXCLUSIVE TERMS AND CONDITIONS

The terms and conditions of this agreement may be changed or modified only by an instrument in writing signed by an authorized management employee of the Seller. This instrument, together with any amendment or supplement hereto specifically agreed to in writing by an authorized management employee of the Seller, contains the entire and the only agreement between the parties with respect to the sale of the Products covered hereby and supersedes any alleged related representation, promise or condition not specifically incorporated herein.

SELLER'S PRODUCTS ARE OFFERED FOR SALE AND SOLD ONLY ON THE TERMS AND CONDITIONS CONTAINED HEREIN. NOTWITHSTANDING ANY DIFFERENT OR ADDITIONAL TERMS OR CONDITIONS CONTAINED IN BUYER'S SEPARATE PURCHASE ORDERS OR OTHER ORAL OR WRITTEN COMMUNICATION, BUYER'S ORDER IS OR SHALL BE ACCEPTED BY THE COMPANY ONLY ON THE CONDITION THAT BUYER ACCEPTS AND CONSENTS TO THE TERMS AND CONDITIONS CONTAINED HEREIN. IN THE ABSENCE OF BUYER'S ACCEPTANCE OF THE TERMS AND CONDITIONS CONTAINED HEREIN THE SELLER'S COMMENCEMENT OF PERFORMANCE AND/OR DELIVERY OF THE PRODUCTS, OR THE SELLER'S STATEMENT OF ACKNOWLEDGMENT OF THE RECEIPT OF BUYER'S PURCHASE ORDER, SHALL BE FOR BUYER'S CONVENIENCE ONLY AND SHALL NOT BE DEEMED OR CONSTRUED TO BE ACCEPTANCE OF BUYER'S DIFFERING TERMS OR CONDITIONS, OR ANY OF THEM. ANY DIFFERENT OR ADDITIONAL TERMS ARE HEREBY REJECTED UNLESS SPECIFICALLY AGREED UPON IN WRITING BY AN AUTHORIZED MANAGEMENT EMPLOYEE OF THE SELLER. IF A CONTRACT IS NOT EARLIER FORMED BY MUTUAL AGREEMENT IN WRITING, BUYER'S ACCEPTANCE OF ANY PRODUCTS COVERED HEREBY SHALL BE DEEMED ACCEPTANCE OF ALL OF THE TERMS AND CONDITIONS STATED HEREIN. THE SELLER'S FAILURE TO OBJECT TO PROVISIONS INCONSISTENT HERewith CONTAINED IN ANY COMMUNICATION FROM BUYER SHALL NOT BE DEEMED A WAIVER OF THE PROVISIONS CONTAINED HEREIN.

F360JWCE0107

Councilmember _____ offered and moved the adoption of the following resolution; seconded by Councilmember _____.

WHEREAS, the following information has been reviewed by the City Manager and City Treasurer and is being presented to City Council with a recommendation to approve invoices and payroll #18 and #19 for the period ending 06/15/2016:

Invoices	\$973,480.38
Payroll	\$187,058.72
Payroll	\$119,482.93
<hr/>	
Total	\$1,280,022.03

BE IT RESOLVED that the City Manager and City Treasurer are hereby authorized and directed to pay the following bills and payroll due:

<u>BILLS</u>	<u>PAYROLL</u>	<u>TOTAL</u>
\$973,480.38	\$306,541.65	\$1,280,022.03

Ayes:

Nays:

Absent:

Abstain:

Jane P. Wilson, City Clerk

Vendor		Description	Amount
ABSOPURE WATER COMPANY	86016085	BOTTLED WATER - 26461 NUBOUR	64.50
ABSOPURE WATER COMPANY	86016086	BOTTLED WATER/DEPOSIT - 26688 NUBOUR	85.50
ABSOPURE WATER COMPANY	86042383	BTL WATER/DEPOSITS	46.00
ABSOPURE WATER COMPANY	55733558	H & C COOLER RENTAL - CH	8.00
ABSOPURE WATER COMPANY	55739595	C & C COOLER RENTAL - 26688 NUBOUR	6.00
ACCOUNTING CONSULTANTS, PC	2493	CONSULTING SVC THROUGH 5/31/16	120.00
ACD.NET	8889-116	MONTHLY PHONE SERVICE - CH	1,248.43
ACD.NET	88889-115	MONTHLY PHONE SERVICE - CH	1,473.56
AICPA DUES	100541736	AICPA DUES	145.00
AMERICAN ELECTRIC POWER	CDOW_201605_01	MAY 2016 ENERGY	446,779.51
AMERICAN ELECTRIC POWER	048-197-857-0-2	ST LIGHTS - MARCELLUS HWY	12.03
AMERICAN ELECTRIC POWER	042-624-227-0-4	M 60 CATV RADIO	16.05
AMERICAN ELECTRIC POWER	044-619-354-0-7	M-62 W LIFT STATION	41.90
AMERICAN ELECTRIC POWER	040-050-210-0-3	VINEYARD PL LIFT STATION	37.85
AMERICAN ELECTRIC POWER	043-149-774-1-6	BOOSTER STATION - NUBOUR	111.07
APEX SOFTWARE	292924	APEX SOFTWARE MTCE RENEWAL	235.00
ARNT ASPHALT SEALING, INC	23253	PAVING INSTERSECTION (MARY & MCCLEARY)	3,300.00
ARNT ASPHALT SEALING, INC	23254	HELENA ST. PATCHING	3,500.00
ARNT ASPHALT SEALING, INC	23252	CEMETERY ROAD PAVING	6,785.00
AUTO VALUE	377-13582	FUEL WATER SEPERATOR (#131)	22.89
BOLT DOCUMENT MANAGEMENT, INC.	1918	ANNUAL SERVICE/MTCE - LASERFICHE	2,494.00
BOOKO BROTHERS GENERAL CONTRACTORS	609	INSURANCE RESTORATION SERVICES - MUSEUM	3,273.86
BRADFORD, JARRID	287248950627	CELL PHONE REIMBURSMENT 4/7/16 - 5/6/16	60.00
CASS CNTY TRANSPORTATION AUTHORITY	1913	MAY 2016 DART SERVICES	14,621.04
CINTAS LOCATION #336	336-01904	MATS & UNIFORMS	797.32
CINTAS LOCATION #336	336-01904	MATS	85.69
CINTAS LOCATION #336	336-01904	MATS & UNIFORMS	487.91
CINTAS LOCATION #336	5005330736	DPS/MECHANIC - FIRST AID CABINETS	63.92
CINTAS LOCATION #336	5005330735	WWTP - FIRST AID CABINET	65.34
CINTAS LOCATION #336	5005330737	CH - FIRST AID CABINET	33.17
COMCAST	8771 40 238	INTERNET SERVICE	84.90
COMMUNICATIONS SERVICES	17511	REPAIR SPEAKER -FD	47.00
COMMUNITY ANSWERING SERVICE	2628052316	DISPATCHING SERVICES	120.00
CREATIVE VINYL SIGNS, INC.	31762	TRAILER GRAPHICS (#185)	364.20
DETROIT INDUSTRIAL TOOL	538089	CONCRETE SAW BLADES	655.47
DODD, JAMES B	6/6/16	PUBLIC SERVICE ACADEMY TRAINING	97.39
DOUBLEDAY OFFICE PRODUCTS, INC	04416	PENS/LENSE CLEANERS	16.04
DOWAGIAC DAILY NEWS, INC	30846	SUBSCRIPTION RENEWAL - DPS	90.00
DOWAGIAC UNION SCHOOLS	201516-110	FUEL EXPENSES-MAY 2016	4,921.14
DOWAGIAC UNION SCHOOLS GREENHOUSE	5/20/16	PETUNIAS - DT PLANTERS	30.00
EAST JORDAN IRON WORKS, INC	110160026083	ADJUSTMENT RINGS	903.72
EAU CLAIRE FRUIT EXCHANGE	705851	HERBICIDES/SEED MIX/STUMP KILLER	707.58
EAU CLAIRE FRUIT EXCHANGE	34134	BROADLEAF WEED KILLER	293.30
EDDIE WAINWRIGHT	6/1/16	PLUMB/MECH INSPECTIONS MAY 2016	593.80
ELM TRAINING, LLC	0603-16	BI-MONTHLY SAFETY TRAINING	180.00
ELMER'S LOCKSMITH	7464	CHANGE CYLINDER LOCKS & KEYS - HEALTH	83.50
ETNA SUPPLY	S101831003.001	METER YOKE GASKETS (5/8")	0.35
ETNA SUPPLY	S101831581.001	METER YOKE GASKETS - 5/8"	34.65
FIRST DUE FIRE SUPPLY COMPANY	16-449	UNIFORMS - FD	139.00

Vendor		Description	Amount
FLEIS & VANDENBRINK ENGINEERING INC	43099	WWTP - CONSTRUCTION ADMIN SERVICES	10,940.23
FRONTIER	23118907970401035	PHONE SERVICE 4/20/16 - 5/19/16	869.97
FRONTIER	26978201001022145	SNOW BLDG - ELEVATOR PHONE	80.42
FRYMAN'S CONSTRUCTION, INC	2402	INSTALL MISC HARDWARE - HEALTH DEPT/ADV	724.25
GHD SERVICES INC	770067	OMM ACTIVITIES	3,934.83
GREAT LAKES EXPRESS SERVICE, INC.	23284	RETURN SHIPPING ON MICHIGAN EATS EXHIBIT	420.00
HALE'S HARDWARE, INC	C165029	#185 SIGN TRAILER - HOOKS	8.72
HALE'S HARDWARE, INC	C165171	#185 SIGN TRAILER - HOOKS & CHAINS	61.78
HALE'S HARDWARE, INC	C164776	#185 SIGN TRAILER ARROW BOARD	20.40
HALE'S HARDWARE, INC	C164853	BATTERIES FOR FLASHLIGHTS	14.54
HALE'S HARDWARE, INC	C164538	FLAG	35.88
HALE'S HARDWARE, INC	C164525	SLUA - BLDG KEYS	10.79
HALE'S HARDWARE, INC	D108997	WASHERS/SPRINKLER (CEMETERY WATER	16.55
HALE'S HARDWARE, INC	D108661	PARTS FOR CONE HOLDER ON VALVE TURNER	15.16
HALE'S HARDWARE, INC	C165724	3/4" GALV PIPE (WALTER WARD PARK	19.39
HALE'S HARDWARE, INC	C163572	#155 ROPE CLIPS - HOT BOX WENCH	5.00
HALE'S HARDWARE, INC	C164562	SCREWS/FUSES	20.91
HALE'S HARDWARE, INC	D109133	LIGHT BULBS - FD	29.07
HALE'S HARDWARE, INC	C164409	1" POLY COUPLINGS	6.72
HALE'S HARDWARE, INC	C166928	1/4" PIPE PLUG (HYDRANT METER)	2.71
HAMPTON INN & SUITES DETROIT/TROY	05/25/16	#86038563 BEHNKE - LODGING (PATC	205.86
HANSON BEVERAGE SERVICE	600172	DISTILLED WATER	59.50
HARDIN, R. WAYNE	6/3/16	BLDG INSP MAY 2016	653.40
HARTLINE, BOBBIE JO	009026999438-	FOCUS ON DOWAGIAC ARCHITECTURE -	83.81
HOLIDAY INN EXPRESS	6/2/16	#68477189 BEHNKE LODGING (REID TRAINING)	159.00
IBEX INSURANCE AGENCY	0040744884	HEALTH INSURANCE PREMIUM-JUNE 2016	56,939.13
IBEX INSURANCE AGENCY	5/23/16	DENTAL INSURANCE PREMIUM-JUNE 2016	2,016.13
IBID COUNTY ELECTRIC, INC.	028957	DOWAGIAC AIRPORT LED LIGHTS	3,202.97
IDEXX DISTRIBUTION CORP	3002535598	WATER DIST SYSTEM TESTING SUPPLIES -	146.54
INTERNET BUSINESS SOLUTIONS, INC.	17106	MONTHLY WEBSITE MTCE	39.95
JASON GRANT	5/24/16	AWARD AMOUNT	300.00
JASON GRANT	6/2/16	TRAINING - MASON, MI	128.42
JUDD LUMBER COMPANY, INC	1606-683475	1/2" BALL VALVE/ST ELBOW (#131)	15.48
JUDD LUMBER COMPANY, INC	1606-682893	CEMENT MIX - SEWER MANHOLE COVER SPRUCE	9.14
JUDD LUMBER COMPANY, INC	1605-682316	CEDAR SHIMS - LEVEL BANDSTAND	4.98
JUDD LUMBER COMPANY, INC	1605-681483	REDI-MIX - COMPOST GATE REPAIR	13.53
JUDD LUMBER COMPANY, INC	1605-682255	#185 SIGN TRAILER - BUILD SIGN HOLDERS	71.63
JUDD LUMBER COMPANY, INC	1605-681267	PALLET RETURN	(20.00)
JUDD LUMBER COMPANY, INC	1605-681051	SL - REDI MIX FOR MAPLE ISLAND MANHOLE	36.08
KEN SIMPSON	6/2/16	ELECTRIC INSP MAY 2016	664.40
KIESLER'S POLICE SUPPLY, INC	0794580	AMMO	644.00
KINCHELOE SCHOOL PTO	5/24/16	SCHOOL MILEAGE REIMBURSEMENT	18.00
LAKELAND HEALTHCARE	1081	HEARTSAVER CPR SUPPLIES	273.00
LANDFILL MANAGEMENT COMPANY	LM013639	SWEEPER DIRT DISPOSAL	2,681.69
LAWSON PRODUCTS, INC	9304107790	BLK NTRL GLOVES, TAPE, SCREWS, TARP	299.91
LD DOCSA ASSOCIATES, INC	11451	PAY REQ #8 - WWTP IMP PROJECT	198,153.00
LEADER PUBLICATIONS, INC	109591	FARMERS MARKET AD	27.00
LEADER PUBLICATIONS, INC	109586	MISC PUBLICATIONS	2,222.00
MADISON NATIONAL LIFE INS CO, INC	1212502	LIFE INSURANCE PREMIUM JUNE 2016	934.70

Vendor		Description	Amount
MARION, TAMMY	06/09/2016	UB refund for account: 11-1939-10	150.00
MAXIMUM FIRE PROTECTION	2701	FIRE EXT INSP/TESTING - DPS GARAGE	200.00
MAXIMUM FIRE PROTECTION	2702	FIRE EXT INSPECTION - ELEC WAREHOUSE	40.00
MAXIMUM FIRE PROTECTION	2704	FIRE EXT INSP/MTCE - GROUNDS	70.00
MAXIMUM FIRE PROTECTION	2697	FIRE EXT INSP/TESTING - CH	120.00
MAXIMUM FIRE PROTECTION	2699	FIRE EXT INSP/TEST - WWTP	105.00
MAXIMUM FIRE PROTECTION	2698	FIRE EXT INSP/TESTING - WTP	70.00
MAXIMUM FIRE PROTECTION	2705	ANNUAL INSPECTION	35.00
MCNEAL, DERRICK L	06/09/2016	UB refund for account: 10-0411-18	161.08
MI ASSOCIATION CHIEFS OF POLICE	200001224	PADFOLIO	10.00
MI COMMUNITY ACTION AGENCY ASSOC	6/6/16	EU-MONTHLY PYMT ALLOCATION-6/16	12,076.00
MI MUNICIPAL RISK MANAGEMENT	M0001558	4/18/16 - 4/18/17 POLICY GF CONTRIBUTION	930.00
MI MUNICIPAL RISK MANAGEMENT	R0001558	4/18/16 - 4/18/17 LIABILITY POLICY	500.00
MICHIGAN DEPARTMENT OF TREASURY	5/25/16	2016 ESCHEAT UNCLAIMED CHECKS	1,740.36
MICHIGAN STATE UNIVERSITY MUSEUM	040516	MSU MUSEUM INCIDENT - WATER DAMAGE	1,300.00
MIDWEST ENERGY	3503301	CCWS - WELL HOUSES	1,038.32
MISSION COMMUNICATIONS, LLC	1002363	MONITORING SERVICE RENEWAL - CCWS	1,126.80
MONUMENTS BY DESIGN, LLC	1013	ENGRAVED BRICK	18.00
MOORE, CAROLYN	06/09/2016	UB refund for account: 15-1878-7	5.07
NATIONAL HOSE TESTING SPECIALTIES	45261	2016 AERIAL TESTING	500.00
NORTHERN CONSTRUCTION SVS CORP	7998	INSTALL SEWER WYES - HELENA (LOCAL ST	17,300.00
NORTHERN CONSTRUCTION SVS CORP	7999	MH REPAIRS - SPRUCE & CENTER (LOCAL ST	11,500.00
NYE UNIFORM COMPANY, INC	557518	UNIFORMS-FIRE DEPT	688.43
NYE UNIFORM COMPANY, INC	557319	UNIFORMS-FD	108.91
O'REILY AUTO PARTS	4979-117588	#131 FUEL PUMP	129.87
O'REILY AUTO PARTS	4979-116082	#128 - AUX POWER PORT	12.99
PETTY CASH	6/3/16	SUPPLIES - PD	27.15
PETTY CASH	6/5/16	COPS OPERATING SUPPLIES	37.44
PHILLIPSON, VICKIE	6/7/16	REIMBURSE FOR OFFICE SUPPLIES	27.95
POKAGON BAND OF POTAWATOMI INDIANS	6/9/16	UB REFUND FOR ACCOUNT 11-1939-10	176.73
POLLARDWATER.COM	0044568	HYDRANT GASKETS	34.71
POSTMASTER	6/7/16	STAMPS	49.00
POWER LINE SUPPLY, INC	56035671	CUTOUTS/GUY WIRE - STOCK	2,795.31
POWER LINE SUPPLY, INC	56035188	POLES - STOCK	5,715.00
POWER LINE SUPPLY, INC	56031393	WIRE (WO 16-1017)	5,428.17
POWER LINE SUPPLY, INC	56032154	GUY WIRE DISPENSER	63.00
POWER LINE SUPPLY, INC	56034166	DIELECTRIC LUBRICANT	34.14
POWER LINE SUPPLY, INC	56034165	INSULATORS - STOCK	196.82
PRECISION DATA PRODUCTS, INC.	I0000462439	PRINTER INK	112.60
PRECISION DATA PRODUCTS, INC.	I0000462321	PRINTER SUPPLIES - INK	273.70
PRECISION DATA PRODUCTS, INC.	I0000463566	PRINTER INK & TONER	344.45
PREFERRED PRINTING, INC	29470	EXHIBIT OPENING POSTCARDS	130.00
PREFERRED PRINTING, INC	29472	TAN PAPER	22.50
PUBLIC AGENCY TRAINING COUNCIL	207203	MANAGE PROP RM - BEHNKE	295.00
REAL PRO SOLUTIONS, LLC	LM2378	BLIGHT MOWING	28.75
REAL PRO SOLUTIONS, LLC	LM2372	CITY OWNED BLIGHT MOWINGS	704.38
REAL PRO SOLUTIONS, LLC	LM2383	MOW - NUBOUR BOOSTER STATION	50.00
REAL PRO SOLUTIONS, LLC	LM2382	MOW - SUBSTATIONS/RUDOLPHI TOWER	172.50
REAL PRO SOLUTIONS, LLC	LM2380	BLIGHT MOWINGS	184.00

Vendor		Description	Amount
REAL PRO SOLUTIONS, LLC	PC1711	BLIGHT CLEAN-UP	1,160.00
REAL PRO SOLUTIONS, LLC	LM2377	BLIGHT MOWING OF PARADE ROUTE	345.00
REAL PRO SOLUTIONS, LLC	LM2374	WWTP MOWING	375.00
REAL PRO SOLUTIONS, LLC	LM2376	BLIGHT MOWINGS	280.32
REAL PRO SOLUTIONS, LLC	LM2371	BLIGHT MOWINGS	300.44
REAL PRO SOLUTIONS, LLC	LM2373	BLIGHT MOWINGS	86.25
REAL PRO SOLUTIONS, LLC	LM2365	BLIGHT MOWING	43.13
REAL PRO SOLUTIONS, LLC	LM2367	CCWS - MOW VANDALIA TOWER	70.00
REAL PRO SOLUTIONS, LLC	LM2368	CCWS - MOW PENN PUMP HOUSES	90.00
REAL PRO SOLUTIONS, LLC	LM2366	WWTP - MOW	375.00
REAL PRO SOLUTIONS, LLC	LM2369	MOW - NUBOUR BOOSTER STATION	50.00
REAL PRO SOLUTIONS, LLC	LM2362	MOW - SUBSTATIONS/RUDOLPHI TOWER	172.50
REAL PRO SOLUTIONS, LLC	LM2359	WWTP - TRIM LAGOONS & MOW AROUND PLANT	1,727.50
REAL PRO SOLUTIONS, LLC	LM2385	CCWS - MOW VANDALIA TOWER	70.00
REAL PRO SOLUTIONS, LLC	LM2386	CCWS - MOW PENN PUMP HOUSES	90.00
REAL PRO SOLUTIONS, LLC	LM2387	BLIGHT MOWING	28.75
REAL PRO SOLUTIONS, LLC	LM2388	WWTP - LAGOON TRIMMING	750.00
REAL PRO SOLUTIONS, LLC	LM2379	BLIGHT TRIMMING OF E AND W RAILROAD	300.00
REAL PRO SOLUTIONS, LLC	LM2390	MOW ROW - POKAGON ST COMMERCIAL PROPERTY	350.00
REAL PRO SOLUTIONS, LLC	LM2389	BRUSH HOGGING - LANDFILL	960.00
RELIABLE DISPOSAL, INC #646	0646-001143986	DUMPSTER - SPRING CLEAN-UP	220.00
RIETH-RILEY CONSTRUCTION COMPANY	7172958	ASPHALT	93.47
RIETH-RILEY CONSTRUCTION COMPANY	7172900	ASPHALT	94.86
ROHDY'S HEATING & COOLING, LLC	0000007658	COOLING MTCE/SAFETY CHECK	170.00
ROHDY'S HEATING & COOLING, LLC	0000007648	AC REPAIR - 2ND FLOOR (JES BLDG)	75.00
RUTKOWSKE, JASON	6/2/16	MILEAGE - COURT	8.64
SCOTT SAYLOR	00202	MOW RUSSOM PARK	185.00
SCOTT SAYLOR	00202	MOW RUSSOM PARK	185.00
SCOTT SAYLOR	00203	MOW RUSSOM PARK	185.00
SEMCO ENERGY GAS COMPANY	0359348.501	GAS SVC 4/26 - 5/25/16 (NUBOUR BOOSTER)	15.06
SEMCO ENERGY GAS COMPANY	0161871.500	GAS SVC 4/13 - 5/12/16	17.06
SEW CAN YOU	06/09/2016	UB refund for account: 15-2413-7	113.37
SIMMONS TREE & LAWN	6/1/16	LAWN MTCE - PARKS/FACILITIES 6/1 - 6/30	10,260.00
SIMMONS TREE & LAWN	6/1/16	MOW - BLVD & STORAE BLDG	100.00
SLC METER LLC	245489	2" METERS	1,408.46
SLC METER LLC	245612	2" REGISTER & ERT	552.46
SLC METER LLC	245507	1" METER BODIES	541.90
SLC METER LLC	245335	1" METER BODIES	1,628.92
SLC METER LLC	245554	1" & 2" REGISTERS & ERTS	4,294.61
SPARKLE AND SHINE CAR WASH	1105-74	PD - CAR WASH	25.00
STAPLES BUSINESS ADVANTAGE	8039264384	COPY PAPER	344.85
STATE OF MICHIGAN	ME-0200312	SALES & TAX-MAY 2016	13,724.42
STEELE, COLIN	06/09/2016	UB refund for account: 05-2000-6	20.24
SYNAGRO TECHNOLOGIES INC	20-127119	BIOSOLIDS REMOVAL - WWTP	23,650.00
TECHWORKS TRAILER SALES INC.	19248	NEW STORAGE TRAILER (#185)	4,815.00
THE RIDGE COMPANY	671703	#185 - SIGN TRAILER ARROW BOARD	33.08
THE RIDGE COMPANY	670854	#128 - WIPER BLADES	9.98
THE RIDGE COMPANY	670700	#128 - TRANS PAN	30.95
THE RIDGE COMPANY	670697	#128 - AIR FILTER/TRANS FILTER KIT/TRANS	62.52

Vendor		Description	Amount
THE RIDGE COMPANY	670501	#1 - OIL FILTER/WASHER FLUID	20.40
THE RIDGE COMPANY	673060	FUEL FILTER (#131)	13.50
TYLER AUTOMOTIVE CH-DO-JE	46772	#53 VEHICLE MTCE - PD	405.51
UNDERGROUND PIPE & VALVE, INC	7001867	VINEYARD PLACE LIFT STATION - MISSION	3,500.00
UNDERGROUND PIPE & VALVE, INC	7002144	#132LT - LEAF VAC HOSE END	155.87
US 31 SUPPLY, INC	T279461	PULLING LUBE	51.92
USA BLUEBOOK	948110	LAB SUPPLIES/SKIMMER POLE	414.37
USA BLUEBOOK	956707	COUPLING/HOSE FITTING/BUSHING/NIPPLE -	166.52
USA BLUEBOOK	962829	LAB SUPPLIES	898.64
VEOLIA ES TECHNICAL SOLUTIONS LLC	EW1145245	LAMP AND BATTERY RECYCLE PAKS	144.55
VERIZON WIRELESS	9765962743	MIFI CARD - MONTHLY SUBSCRIPTION	240.10
VERIZON WIRELESS	9765982101	CCWS-ITRON FIXED NETWORK	100.04
VERIZON WIRELESS	9765794927	VERIZON WIRELESS MONTHLY INVOICE (CELL	836.04
VERIZON WIRELESS	9765974218	VERIZON TABLET - MONTHLY FEE	144.78
VILLAGE FLORAL LLC	849	FLOWERS FOR DT POTS	559.77
WAGeworks	5/26/16	ADMIN FEE/COMPLIANCE FEE	115.00
WASTE MANAGEMENT OF MICHIGAN, INC.	8380148-1710-3	DUMPSTERS/TRASH CART 6/16	397.85
WASTE MANAGEMENT OF MICHIGAN, INC.	7462292-2529-5	SLUDGE DISPOSAL	2,105.00
WEST SHORE FIRE REPAIR, INC	11353	SCBA REPAIR	292.00
WIGGINS, DANIEL	188028025202	CELL PHONE REIMBURSEMENT 4/24/16 -	45.00
WIGGINS, DANIEL	5/24/16	MTOA CONFERENCE	294.03
WIGGINS, DANIEL	60-2791-16	MILEAGE - COURT	8.64
WIGGINS, DANIEL	60-2791-16	MILEAGE - COURT	8.64
WIGHTMAN & ASSOCIATES, INC	52486	DIVISION ST AND COMMERCIAL DR CORRIDOR	36,610.06
WIGHTMAN & ASSOCIATES, INC	52545	214 COMMERCIAL - ASBESTOS SURVEY	800.00
WIGHTMAN & ASSOCIATES, INC	52533	QUALITY OF LIFE PROJECTS	4,230.00
WILLIAMS-A-1 EXPERT TREE SERVICE	7576	5 YDS. MULCH	160.00
WISSCO IRRIGATION, INC.	WO71740	IRRIGATION REPAIR - J SNOW BLDG	264.18
WYOMING ASPHALT PAVING CO., INC.	1114	ASPHALT	178.33
WYOMING ASPHALT PAVING CO., INC.	1086	ASPHALT	175.60
WYOMING ASPHALT PAVING CO., INC.	1143	ASPHALT	176.03
ZBATTERY.COM, INC	I170114	BATTERY - FD	36.99
Total:			973,480.38