



**AGENDA
CITY COMMISSION MEETING
WEDNESDAY, JULY 22, 2020
ELECTRONIC**

Members of the public can attend online at:

<https://us02web.zoom.us/j/84935637537>

OR by calling in to 1-312-626-6799 and using the Webinar ID: 849 3563 7537

Members of the public can also view the meeting online at:

<https://youtu.be/2IE6-XVDQ5E>

WORK SESSION 4:30 P.M.

1. Budget Work Session

REGULAR MEETING 6:00 P.M.

1. CALL TO ORDER BY MAYOR
2. PLEDGE OF ALLEGIANCE
3. INVOCATION
4. ROLL CALL
5. PROCLAMATIONS / PRESENTATIONS
 - A. Paint Program Update – William Prichard
 - B. Pool Rules and Regulations Presentation – William Prichard
6. VISITORS – (Public comments for items not listed as agenda items)
7. APPROVAL OF AGENDA
8. APPROVAL OF CONSENT AGENDA (agenda on next page)
9. UNFINISHED BUSINESS
10. NEW BUSINESS
 - A. Building Trades – William Prichard
 - B. Set Budget Public Hearing – Michael Hughes
 - C. WWTP Chemical Building Electrical Room Addition– Thomas Sikorski
11. COMMISSIONER / STAFF COMMENTS
12. CLOSED SESSION – To conduct a periodic personnel evaluation at the request of the employee and union negotiations.
13. ADJOURN

CONSENT AGENDA

8A. Action of Minutes of Previous Meetings

APPROVE the minutes from the July 8, 2020 regular meeting as presented.

8B. Pay Bills

AUTHORIZE the payment of the City bills in the amount of \$1,906,804.70 as presented.

8C. Sale of Vehicle

APPROVE the sale of unit 208-13, a 2013 Ford F250 Extended Cab pickup truck as presented.

Manager's Report

JULY 22, 2020



CITY OF
Sturgis
MICHIGAN

Submitted by:

A handwritten signature in dark ink, appearing to read "Michael L. Hughes".

Michael L. Hughes
City Manager

Work Session

1. Budget Work Session

Staff: Michael Hughes

As a follow-up to the budget work session held on June 9th a second meeting is scheduled to provide a summary of changes and further discussion and questions from the City Commission.

5. Proclamations / Presentations

A. Paint Program Update

Staff: William Prichard

Included in your packet is an update from the Sturgis Neighborhood Program on the Neighbor2Neighbor Paint Program. In 2019 the City of Sturgis, in partnership with the Sturgis Neighborhood Program and Habitat for Humanity of St. Joseph County, launched the Neighbor2Neighbor Paint Program to assist City of Sturgis home owners with exterior paint maintenance repairs.

Information Included in Packet:

1. Neighbor2Neighbor Paint Program Update

5. Proclamations / Presentations

B. Pool Rules and Regulations Presentation

Staff: William Prichard

City staff will provide an overview of the current national, state, and local laws and regulations regarding pools including which of these regulations can be amended by the City.

8. Consent Agenda

Proposed Motion:

Move that the Sturgis City Commission APPROVE/DENY the Consent Agenda for July 22, 2020 as presented.

Staff Recommendation:

APPROVE

8A. Action of Minutes of Previous Meetings

Consent Agenda Motion:

APPROVE the minutes from the July 8, 2020 regular meeting as presented.

8B. Pay Bills

Consent Agenda Motion:

AUTHORIZE the payment of the City bills in the amount of \$1,906,804.70 as presented.

8C. Sale of Vehicle

On November 25, 2019 the City Commission approved the purchase of a pickup truck. At that time it was indicated that the replaced unit would be sold or cycled to replace an older vehicle elsewhere in the fleet. The new truck has been placed in service and the Motor Vehicle Committee is recommending the sale of the replaced truck, unit 208-13. This truck is a 2013 Ford F250 Extended Cab 4X4 with 75,000 miles and 5,090 hours. The recommendation is based upon maximizing the resale value and maintenance history. This vehicle is currently listed for sale on GovDeals.com until July 24th; the auction can be cancelled without penalty if the sale is not approved.

Consent Agenda Motion:

APPROVE the sale of unit 208-13, a 2013 Ford F250 Extended Cab pickup truck as presented.

10. New Business

A. Building Trades

Staff: William Prichard

The Sturgis Neighborhood Program (SNP) has drafted and presented a Partnership Proposal to the St. Joseph County Intermediate School District (ISD) CTE Consortium and Sturgis Public Schools (SPS) to facilitate the improvement of community neighborhoods through the new construction of high-quality, single-family homes on vacant lots located within the City of Sturgis.

In addition to approaching the St. Joseph County ISD and SPS, SNP is requesting that the City of Sturgis consider partnering with this proposed housing development program. Included in your packet is an overview of the proposed Partnership and partner responsibilities.

The City would identify City-owned, vacant lots for potential projects. Following the selection of buildable sites by the Partnership, the City of Sturgis would work with SNP to transfer ownership of the parcel(s) for development.

The City currently has several vacant lots that have not generated interest from other property owners. After preliminary discussions City staff and SNP have identified 126 S. Maple St. as a candidate for this program. Staff is proposing that the lot be transferred to SNP with the City covering closing costs such as title insurance, recording fees, etc. in an amount not-to-exceed \$1,500. Any costs over and above this amount would be covered by SNP.

SNP and the ISD CTE Consortium plan to develop any lots with a single family home including a full basement and garage.

Proposed Motion:

Move that the Sturgis City Commission APPROVE/DENY the sale of 126 S. Maple St. to the Sturgis Neighborhood Program for one dollar (\$1.00) and covering closing costs in an amount not-to-exceed one thousand five hundred dollars (\$1,500.00) and AUTHORIZE City Manager Michael Hughes to sign all necessary documents.

Staff Recommendation:
APPROVE and AUTHORIZE

Information Included in Packet:

1. SNP, St. Joseph County ISD CTE Consortium and City of Sturgis Partnership Proposal

10. New Business

B. Set Budget Public Hearing

Staff: Michael Hughes

As part of the budget adoption process, the General Property Tax Act requires that the City Commission hold a public hearing before final adoption of its annual operating budget. The City Charter requires that the Commission adopt a budget on or before August 20th.

To accommodate these requirements, City staff is recommending that a public hearing for the budget be set for Wednesday, August 12, 2020 as part of the regular City Commission meeting that evening.

Proposed Motion:

Move that the Sturgis City Commission SET a public hearing for consideration of the City's 2020-2021 budget during the Regular City Commission meeting at 6:00 p.m. on August 12, 2020.

10. New Business

C. WWTP Chemical Building Electrical Room Addition

Staff: Thomas Sikorski

As identified within the Wastewater Treatment Plant's Asset Management Plan (AMP), the electrical motor control center (MCC) within the chemical control building is scheduled for replacement during the 2019-2020 fiscal year. The AMP scored the MCC in very poor condition and recommended replacing and relocating it to a new structure.

The chemical building MCC is an older and obsolete system installed in 1985. This Westinghouse MCC serves all of the equipment located within this building which includes building heaters, sludge pumps, final effluent sample pump, lighting and receptacles throughout the building, screw pump, scrapper drive, hoist, MLSS pump controller/pumps, and most importantly the blower building motor control center. The existing location of this MCC is currently not a suitable environment for an MCC due to moisture, corrosive chemicals, and limited clearance. This equipment is at end of its life and is a top priority for replacement.

If this MCC fails it also de-energizes the blower building, a key component in the treatment process and maintaining compliance. In addition, the existing building has limited space for a new MCC while maintaining the electrical service. As such, the Capital Improvement Plan for this project includes a new electrical building adjacent to the chemical building. The replacement MCC is better suited within its own climate controlled building or space.

Fleis & VandenBrink (F&V) provided design, bid and construction engineering phase services for the electrical room addition to the WWTP chemical control building. The City administered the bid phase of the project with some assistance by F&V.

The bid specification was advertised on June 10th, a pre bid meeting was not mandatory, and a public bid opening occurred on June 29th at City Hall. Several sub-contractors visited the site and two bids were received. A copy of the bid

tabulation is included in your packet. The low bid was from Brussee/Brady Inc. in the amount of \$206,700. Staff is requesting a 30% contingency which brings the total to \$268,710. The higher than typical contingency amount is due to some unknown subsurface factors in the area of excavation for the building. As discussed earlier, this project is included in the FY 2019-2020 Capital Projects budget for the wastewater treatment plant at \$280,000.

Proposed Motion:

Move that the Sturgis City Commission APPROVE/DENY the bid from Brussee/Brady Inc. for the WWTP Chemical Control Electrical Room Addition in the amount of two hundred six thousand seven hundred dollars (\$206,700.00) and APPROVE a 30% project contingency in the amount of sixty-two thousand and ten dollars (\$62,010.00) as presented.

Staff Recommendation:

APPROVE and APPROVE

Information Included in Packet:

1. Bid Tab

Noteworthy Meetings / Events

- Well Sampling Informational Meeting | 5:30 pm | July 7th
- Treasury Webinar on CARES Act | July 9th

Upcoming Events

- Budget Work Session | 4:30pm | July 22nd
- DDA Drive-In Movie | July 24th
- Styrofoam Recycling | DPS | 9am-12pm | August 1st

**City of Sturgis
City Commission
Regular Meeting**

Agenda Item 5A



Neighbor2Neighbor Paint Program Update

In 2019 the City of Sturgis, in partnership with the Sturgis Neighborhood Program and Habitat for Humanity of St. Joseph County, launched the Neighbor2Neighbor Paint Program to assist City of Sturgis home owners with exterior paint maintenance repairs.

To facilitate the N2N Program's launch in 2019, the partners contributed as follows:

City of Sturgis

- Program Coordination through the Community Development Department
- Assist with Property Assessments and Code Compliance-Community Development Department
- Provided \$5,000 in Program Funding, as approved by the City Commission, to cover materials and marketing expenses

Sturgis Neighborhood Program

- N2N Paint Program Promotion/Marketing
- Application Intake, Processing and Communication
- Site Review and Assistance Evaluation (with City Building Inspector Will Prichard)
- Volunteer Coordination

Habitat for Humanity of St. Joseph County

- Donation of Paint Valued at \$8,600
- Volunteer Recruitment

Cottin's Hardware and Affordable Tool and Equipment Rental were also Program partners, providing discounted materials and/or services.

Last year, seven (7) home owners completed the application and property assessment process and were approved to receive free supplies. Of those applicants, five (5) home owners followed-through, successfully completed the required exterior maintenance painting of their homes.

To date, paint and paint kits from last year's inventory are available for 2020 applicants, with the most popular colors being restocked and a balance of the 2019 approved N2N Program funding still available (\$3,040).

**City of Sturgis
City Commission
Regular Meeting**

Agenda Item 8A

REGULAR MEETING - STURGIS CITY COMMISSION
WEDNESDAY, JULY 8, 2020
ELECTRONIC/VIRTUAL

Mayor Hile called the meeting to order at 6:00 p.m.

Assistant City Manager Andrew Kuk provided information on the City of Sturgis Electronic/Virtual Meetings Policy.

The Pledge of Allegiance was said by all present.

The Invocation was given by Pastor Larry Matro, Trinity Lutheran Church

Commissioners present: Mullins, Bir, Klinger, Wickey, Malone, Littman, Vice-Mayor Good, Mayor Hile

Commissioners absent: None

Also present: City Attorney, City Manager, Assistant City Manager, City Controller, Deputy Police Chief, Electric Department Superintendent, Wastewater Superintendent, City Clerk

Moved by Comm. Littman and seconded by Comm. Bir to approve the agenda as presented.

Voting yea: Eight

Voting nay: None

MOTION CARRIED

Moved by Comm. Littman and seconded by Comm. Bir to approve the Consent Agenda of July 8, 2020 as presented.

8A. Action of Minutes of Previous Meetings

APPROVE the minutes from the June 24, 2020 regular meeting as presented.

8B. Pay Bills

AUTHORIZE the payment of the City bills in the amount of \$1,288,791.90 as presented.

8C. Fine Schedule Amendment for Property Maintenance Second Reading

CONSIDER this the second reading of and APPROVE an amendment to the City Code of Ordinances, Appendix B - Fine Schedule for Municipal Civil Infractions related to the Property Maintenance Program.

AMENDMENTS TO THE CITY CODE OF ORDINANCES FINE SCHEDULE
PERTAINING TO PROPERTY MAINTENANCE

An ordinance to amend the City Code of Ordinances of the City of Sturgis, Appendix B – Fine Schedule, Chapter 14. – Buildings and Building Regulations, to add or amend fines related to the City's Property Maintenance Program.

WHEREAS, the City Commission has determined that it is in the best interest of the residents of the City to modify the City Code of Ordinances to provide for a Property Maintenance Program and fines associated with the enforcement of those ordinances;

NOW, THEREFORE, the City of Sturgis, St. Joseph County, Michigan ordains:

Appendix B, Chapter 14 of the City Code of Ordinances is amended effective as of August 1, 2020.

APPENDIX B - FINE SCHEDULE FOR MUNICIPAL CIVIL INFRACTIONS

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CHAPTER 14. - BUILDINGS AND BUILDING REGULATIONS

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Property Maintenance

Refuse to permit inspection500.00

Maintained in good repair100.00

Rental of unit without compliance500.00

Unregistered Rental

First Offense100.00

Second Offense250.00

Third Offense500.00

Construction in compliance with building code250.00

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Voting yea: Eight

Voting nay: None

MOTION CARRIED

Mayor Hile opened the Public Hearing related to a Commercial Rehabilitation Exemption Certificate Application for Tartan Real Estate Inc.

Assistant City Manager Andrew Kuk and Cathy Knapp provided information on the project.

Commission discussion followed.

There was no comment from the public.

Mayor Hile closed the Public Hearing.

Moved by Comm. Bir and seconded by Comm. Mullins to approve the Resolution Approving a Commercial Rehabilitation Exemption Certificate Application for Tartan Real Estate Inc. Located at 209 John Street for a period of ten (10) years.

Voting yea: Eight

Voting nay: None

MOTION CARRIED

Resolution Approving Commercial Rehabilitation Exemption Certificate Application for Tartan Real Estate Inc. Located at 209 John Street.

WHEREAS, the City of Sturgis legally established the Commercial Rehabilitation District Monday, November 25, 2019 after a public hearing held on Monday, November 25, 2019; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate taxable value of property previously exempt and currently in force under Public Act 210 of 2005 does not exceed 5% of the total taxable value of the City of Sturgis; and

WHEREAS, a public hearing was held on the application as provided by section 4(2) of Public Act 210 of 2005 on Wednesday, July 8, 2020; and

WHEREAS, the Tartan Real Estate Inc. is not delinquent in any taxes related to the facility; and

WHEREAS, the application is for commercial property as defined in section 2(a) of Public Act 210 of 2005; and

WHEREAS, the applicant Tartan Real Estate Inc. has provided answers to all required questions under the application instructions to the City of Sturgis; and

WHEREAS, the City of Sturgis requires that rehabilitation of the facility shall be completed by

December 31, 2020; and

WHEREAS, the commencement of the rehabilitation of the facility did not occur more than six months prior to the filing of the application for exemption; and

WHEREAS, the application relates to a rehabilitation program that when completed constitutes a qualified facility within the meaning of Public Act 210 of 2005 and that is situated within a Commercial Rehabilitation District established under Public Act 210 of 2005; and

WHEREAS, completion of the qualified facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, and increase the number of residents in the community in which the facility is situated; and

WHEREAS, the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(j) of Public Act 210 of 2005.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Sturgis

Be and hereby is granted a Commercial Rehabilitation
Exemption for the real property, excluding land, located in
Commercial Rehabilitation District at
209 John Street for a period of 10years, beginning
December 31, 2020 and ending December
30, 2030 pursuant to the provisions of PA 210 of 2005, as amended.

Mayor Hile opened the Public Hearing related to an Industrial Facilities Exemption Certificate Application for Atlantic Corporation

Assistant City Manager Andrew Kuk and Cathy Knapp provided information on the project.

Commission discussion followed.

There was no comment from the public.

Mayor Hile closed the Public Hearing.

Moved by Comm. Mullins and seconded by Comm. Bir to approve the Resolution Approving an Industrial Facilities Exemption Certificate Application for Atlantic Corporation of Wilmington, Inc. for a period of twelve (12) years.

Voting yea: Eight

Voting nay: None

MOTION CARRIED

**Resolution Approving Industrial Facilities Exemption Certificate Application
for Atlantic Corporation of Wilmington, Inc.**

WHEREAS, Atlantic Corporation of Wilmington, Inc. in conformity with Act 198 of the Public Acts of 1974, as amended (Act 198) has submitted an application providing all information and requirements necessary for granting of an Industrial Facilities Exemption Certificate by the City of Sturgis, County of St. Joseph, State of Michigan to Atlantic Corporation of Wilmington, Inc., and **WHEREAS**, on January 24, 2018, the City Commission established the Industrial Development

NOW, THEREFORE BE IT RESOLVED, that the Sturgis City Commission does hereby approve the application of Atlantic Corporation of Wilmington, Inc. for an “Industrial Facilities Exemption Certificate”.

MOTION CARRIED

Electric Department Superintendent John Griffith provided details on the changes to the Line Extension Policy. Discussion followed.

Moved by Comm. Bir and seconded by Comm. Good to approve the Line Extension Policy as presented.

Voting yea: Eight

Voting nay: None

MOTION CARRIED

Moved by Comm. Bir and seconded by Comm. Littman to appoint Lindsay Metzger to the Sturges-Young Center for the Arts Board through May 2023.

Voting yea: Eight

Voting nay: None

MOTION CARRIED

City Manager Michael Hughes provided information on new legislation related to a potential downtown social district. Discussion followed.

Moved by Comm. Mullins and seconded by Comm. Wickey to go into Closed Session for discussion of the potential purchase of property.

Voting yea: Eight

Voting nay: None

MOTION CARRIED

Meeting recessed at 7:10 p.m.

Meeting reconvened at 7:55 p.m.

Moved by Comm. Good and seconded by Comm. Mullins to purchase a 7.3 acre parcel from Poindexter Properties south of Fawn River Road in the amount of \$99,509.00.

Voting yea: Six

Voting nay: Bir

Absent: Klinger

MOTION CARRIED

Moved by Comm. Good and seconded by Comm. Mullins to approve a budget amendment for the purchase a 7.3 acre parcel from Poindexter Properties south of Fawn River Road as presented.

Voting yea: Six

Voting nay: Bir

Absent: Klinger

MOTION CARRIED

The meeting was adjourned at 8:01 p.m.

Kenneth D. Rhodes, City of Sturgis Clerk/Treasurer

**City of Sturgis
City Commission
Regular Meeting**

Agenda Item 8B

Date	Check#	Vendor	Vendor Name	Amount
Manual Checks				
07-09-2020	237749M	05223	POINDEXTER PROPERTIES LLC	8,000.00
07-10-2020	PR0533M	00061	CITY OF STURGIS PAYROLL	268,890.28
07-28-2020	T12861M	04389	FRONTIER COMMUNICATIONS A	43.73
07-27-2020	T12862M	04389	FRONTIER COMMUNICATIONS A	50.28
07-27-2020	T12863M	04389	FRONTIER COMMUNICATIONS A	203.99
07-27-2020	T12864M	04389	FRONTIER COMMUNICATIONS A	50.28
07-20-2020	T12865M	04389	FRONTIER COMMUNICATIONS A	220.34
07-20-2020	T12866M	04389	FRONTIER COMMUNICATIONS A	206.82
07-10-2020	T12867M	00181	GORDON FOOD SERVICE	1,884.43
07-06-2020	T12868M	04197	MI PUBLIC POWER AGENCY	196,099.73
07-10-2020	T12869M	04421	AT&T MOBILITY	625.00
07-01-2020	T12870M	04088	BLUE CROSS BLUE SHIELD OF MI	33,244.50
07-01-2020	T12871M	04088	BLUE CROSS BLUE SHIELD OF MI	5,130.08
07-04-2020	T12872M	00197	CITY OF STURGIS UTILITIES	11,832.88
07-12-2020	T12873M	00197	CITY OF STURGIS UTILITIES	12,580.28
07-20-2020	T12874M	00197	CITY OF STURGIS UTILITIES	13,749.04
07-26-2020	T12875M	00197	CITY OF STURGIS UTILITIES	23.92
07-08-2020	T12876M	04088	BLUE CROSS BLUE SHIELD OF MI	46,856.82
07-24-2020	T12877M	01812	AMERICAN ELECTRIC POWER	358,115.76
07-13-2020	T12878M	04197	MI PUBLIC POWER AGENCY	239,124.11
07-06-2020	T12879M	04389	FRONTIER COMMUNICATIONS A	46.98
07-01-2020	T12880M	04389	FRONTIER COMMUNICATIONS A	102.37
07-16-2020	T12881M	04389	FRONTIER COMMUNICATIONS A	608.71
07-14-2020	T12882M	04389	FRONTIER COMMUNICATIONS A	192.03
07-14-2020	T12883M	04389	FRONTIER COMMUNICATIONS A	52.36
07-13-2020	T12884M	04389	FRONTIER COMMUNICATIONS A	53.72
07-13-2020	T12885M	04389	FRONTIER COMMUNICATIONS A	54.46
07-13-2020	T12886M	04389	FRONTIER COMMUNICATIONS A	26.28
07-13-2020	T12887M	04389	FRONTIER COMMUNICATIONS A	169.54
07-13-2020	T12888M	04389	FRONTIER COMMUNICATIONS A	67.22
07-13-2020	T12889M	04389	FRONTIER COMMUNICATIONS A	145.73
07-01-2020	T12890M	04291	HUNTINGTON NATIONAL BANK	3,064.69
07-01-2020	T12891M	03770	MICHIGAN GAS UTILITIES	53.73
07-13-2020	T12892M	03770	MICHIGAN GAS UTILITIES	48.67
07-10-2020	T12893M	03770	MICHIGAN GAS UTILITIES	784.43
07-08-2020	T12894M	03770	MICHIGAN GAS UTILITIES	61.93
07-09-2020	T12895M	03770	MICHIGAN GAS UTILITIES	43.68
07-16-2020	T12896M	03770	MICHIGAN GAS UTILITIES	57.75
07-16-2020	T12897M	03770	MICHIGAN GAS UTILITIES	62.04
07-07-2020	T12898M	03770	MICHIGAN GAS UTILITIES	17.06
07-21-2020	T12899M	03770	MICHIGAN GAS UTILITIES	54.23
07-21-2020	T12900M	03770	MICHIGAN GAS UTILITIES	61.24
07-21-2020	T12901M	03770	MICHIGAN GAS UTILITIES	43.68
07-20-2020	T12902M	03770	MICHIGAN GAS UTILITIES	87.32
07-16-2020	T12903M	03770	MICHIGAN GAS UTILITIES	1,488.46
07-15-2020	T12904M	03770	MICHIGAN GAS UTILITIES	50.30
07-01-2020	T12905M	03951	SOUTHERN MICHIGAN BANK & TRUST	1,658.42
07-12-2020	T12906M	02909	CHARTER COMMUNICATIONS	555.21
07-13-2020	T12907M	00512	CAMOCO FUEL SYSTEM	10,037.65
07-10-2020	T12908M	00062	CITY OF STURGIS-EMPLOYEE INS	52,592.95
07-10-2020	T12909M	05588	ALERUS FINANCIAL/MERS TRANSFER	2,244.02
07-10-2020	T12910M	04294	CITY OF STURGIS-BASIC/SBT	154.00

Date	Check#	Vendor	Vendor Name	Amount
07-10-2020	T12911M	00065	DOYLE MEMBERSHIP TRANSFER	2,753.47
07-10-2020	T12912M	00063	CITY OF STURGIS TAX TRANSFER	15,098.18
07-10-2020	T12913M	05123	COMERICA BANK-INST TRUST SERV	27,657.50
07-10-2020	T12914M	03229	CITY OF STURGIS-WORKERS COMP	2,327.96
07-10-2020	T12915M	00064	INTL CITY MGMT ASSOC RETR CORP	5,427.75
Automatic Checks				
07-22-2020	237499	00066	ACTION QUICK PRINT PLUS	61.00
07-22-2020	237500	03382	AGILE SAFETY	149.69
07-22-2020	237501	00296	ALEX L MCDONALD	46.64
07-22-2020	237502	00332	ALEXANDER CHEMICAL CORP	3,642.92
07-22-2020	237503	00296	ALFRED D EBERLY	50.00
07-22-2020	237504	05986	ALPHA BUILDING CENTER-NOTTAWA	24.18
07-22-2020	237505	00296	ALYSHIA A COE	52.38
07-22-2020	237506	06047	ARCHIVESOCIAL, INC	4,575.20
07-22-2020	237507	00041	ASHLEY FURR	20.00
07-22-2020	237508	06052	B & H PHOTO-VIDEO	5,036.90
07-22-2020	237509	00130	BANDHOLTZ PAINT MFG CO	178.87
07-22-2020	237510	04776	BARONE HARDWARE & AUTO	29.96
07-22-2020	237511	04292	BASIC	152.00
07-22-2020	237512	05640	BECKETT & RAEDER	1,490.00
07-22-2020	237513	00006	BOLAND TIRE INC	120.00
07-22-2020	237514	00347	DARLENE SINGLETON	1,369.94
07-22-2020	237515	04965	BSN SPORTS INC	531.00
07-22-2020	237516	01283	BYCE & ASSOCIATES INC	1,019.69
07-22-2020	237517	05929	FACTUAL DATA	50.00
07-22-2020	237518	00315	CENTURYLINK	81.46
07-22-2020	237519	04396	RICHARD L CLARK	140.00
07-22-2020	237520	04859	COFESSCO FIRE PROTECTION LLC	715.60
07-22-2020	237521	05863	COTTIN'S HARDWARE	148.59
07-22-2020	237522	00152	CULLIGAN WATER CONDITIONING	50.25
07-22-2020	237523	00296	DAMIEN E AND ASHLEY M CLARK	93.56
07-22-2020	237524	00166	ELHORN ENGINEERING CO	590.00
07-22-2020	237525	04955	ENVIRO-CLEAN	2,631.76
07-22-2020	237526	00296	ERIC M CARNEY	23.36
07-22-2020	237527	01636	EXECUTEC INC	79.50
07-22-2020	237528	05490	FERGUSON WATERWORKS #3386	7,792.99
07-22-2020	237529	04988	FIRST IMPRESSIONS	2,352.00
07-22-2020	237530	00776	FLEIS & VANDENBRINK	1,187.00
07-22-2020	237531	04389	FRONTIER COMMUNICATIONS A	3,386.12
07-22-2020	237532	03886	G & K GAS CORPORATION	10.00
07-22-2020	237533	00183	W W GRAINGER INC	399.68
07-22-2020	237534	00296	GRANDE POINTE POWER CORPORATIO	2,180.55
07-22-2020	237535	01436	GRIFFITH ELECTRIC LLC	433.50
07-22-2020	237536	03515	HYDROCORP	1,732.00
07-22-2020	237537	05522	INTERSTATE BATTERIES-GREAT LKS	276.15
07-22-2020	237538	05171	STUART C IRBY CO	15,860.00
07-22-2020	237539	06045	JACO ANALYTICAL LABORATORY INC	1,407.68
07-22-2020	237540	00041	JESSICA HIGGINBOTHAM	20.00
07-22-2020	237541	05842	JOHN DEERE FINANCIAL	19.99
07-22-2020	237542	00296	KALEB M BOHM	8.67
07-22-2020	237543	00041	KATIE BIR	25.00
07-22-2020	237544	00020	KENDRICK STATIONERS INC	733.98

Date	Check#	Vendor	Vendor Name	Amount
07-22-2020	237545	01615	KENNEDY INDUSTRIES INC.	3,045.00
07-22-2020	237546	03794	KLOSTERMAN DISTRIBUTING	1,653.20
07-22-2020	237547	00211	KROGER LIMITED PARTNERSHIP I	123.26
07-22-2020	237548	04039	LAKELAND ASPHALT CORP	703.36
07-22-2020	237549	00216	LAWSON PRODUCTS INC	88.26
07-22-2020	237550	03256	LIMA ELEVATOR COMPANY INC	51.64
07-22-2020	237551	04335	LINCOLN FINANCIAL GROUP	109.16
07-22-2020	237552	00023	LONESPRUCE	175.00
07-22-2020	237553	00635	MCMASTER-CARR SUPPLY COMPANY	51.63
07-22-2020	237554	05945	MED SAFETY PLUS LLC	294.38
07-22-2020	237555	01575	MEYERS MOVING & STORAGE INC	156.25
07-22-2020	237556	05440	MICHIANA LAMINATED PROD INC	75.00
07-22-2020	237557	04817	MICHIANA RECYCLING AND	594.46
07-22-2020	237558	05428	MICHIGAN UNDERGROUND LLC	1,890.00
07-22-2020	237559	05121	MICKEY'S LINEN	51.60
07-22-2020	237560	06026	MID-CITY SUPPLY CO INC	117.80
07-22-2020	237561	06053	MIDWEST TREE SERVICE LLC	17,762.00
07-22-2020	237562	00241	JEFF MILLER	4,180.00
07-22-2020	237563	05051	MILSOFT UTILITY SOLUTIONS	501.11
07-22-2020	237564	01705	MSC INDUSTRIAL SUPPLY CO INC	139.80
07-22-2020	237565	00032	PARTS SOURCE INCORPORATED	515.92
07-22-2020	237566	00255	NIBLOCK EXCAVATING INC	935.42
07-22-2020	237567	06051	NORTHERN CONSTRUCTION SERV COR	35,150.00
07-22-2020	237568	05671	PACE ANALYTICAL SERVICES LLC	190.50
07-22-2020	237569	05284	PERCEPTIVE SERVICE & OPERATION	1,260.00
07-22-2020	237570	02365	G PERSING INC	246.25
07-22-2020	237571	05130	PKM CONSULTING LLC	15,000.00
07-22-2020	237572	00033	POSTNET POSTAL & BUSINESS	296.61
07-22-2020	237573	00031	POWER SYSTEM ENGINEERING INC.	10,127.50
07-22-2020	237574	04481	PROF SPORTS SPECIFIC TRAINING	528.00
07-22-2020	237575	05739	RENEWABLE WORLD ENERGIES LLC	5,749.79
07-22-2020	237576	03542	RICKETT'S LAWN CARE	4,270.50
07-22-2020	237577	05379	S & S INDUSTRIAL SUPPLY	184.43
07-22-2020	237578	00296	SANTANA R ROST	73.13
07-22-2020	237579	05395	SITEONE LANDSCAPE SUPPLY LLC	444.18
07-22-2020	237580	05518	SNAP-ON INDUSTRIAL	8,117.92
07-22-2020	237581	05008	SOUTHEASTERN EQUIPMENT CO INC	789.43
07-22-2020	237582	01546	ST JOSEPH CO ROAD COMMISSION	1,424.17
07-22-2020	237583	00488	STATE SYSTEMS RADIO INC	195.00
07-22-2020	237584	04274	STEENSMA LAWN & POWER EQUIP	161.22
07-22-2020	237585	05826	STURGIS GLASS LLC	310.00
07-22-2020	237586	06031	STYKEMAIN OF STURGIS LLC	76.41
07-22-2020	237587	00041	SUE FARLER	30.00
07-22-2020	237588	05989	SURVALENT TECHNOLOGY INC	47,063.25
07-22-2020	237589	04140	SWICK BROADCASTING COMPANY	200.00
07-22-2020	237590	00047	CITY OF THREE RIVERS	3,207.95
07-22-2020	237591	01791	TITANIUM SOLUTIONS INC	550.00
07-22-2020	237592	05664	TREECORE LLC	25,000.00
07-22-2020	237593	04975	TRISCO CONSTRUCTION SERV LLC	2,578.00
07-22-2020	237594	01238	UNITED PARCEL SERVICE	10.58
07-22-2020	237595	06029	VAN DOORN ROOFING INC	295,085.25
07-22-2020	237596	06030	VERIZON CONNECT NWF INC	113.33
07-22-2020	237597	04453	VERIZON WIRELESS	1,713.46

Date	Check#	Vendor	Vendor Name	Amount
07-22-2020	237598	02076	VERMEER OF MICHIGAN INC	33.71
07-22-2020	237599	05659	WARNER OIL COMPANY	763.97
07-22-2020	237600	03511	WASTE MANAGEMENT	3,318.90
07-22-2020	237601	00057	WESCO DISTRIBUTION INC	5,592.00
07-22-2020	237602	05903	WEST SIDE BEER DISTRIBUTING	173.40
07-22-2020	237603	00296	WILLIS F AND TIFFANY WATKINS	15.66
07-22-2020	D01518	00002	ALL-PHASE ELECTRIC SUPPLY	306.27
07-22-2020	D01519	04732	ALTA EQUIPMENT COMPANY	262.83
07-22-2020	D01520	04066	BORDEN WASTE-AWAY SERVICE INC	7,143.45
07-22-2020	D01521	02983	CINTAS LOCATION #351	1,140.27
07-22-2020	D01522	00157	JACK DOHENY COMPANIES INC	854.77
07-22-2020	D01523	00693	ENVIROLOGIC TECHNOLOGIES INC	2,500.00
07-22-2020	D01524	00019	KENDALL ELECTRIC INC	96.94
07-22-2020	D01525	00212	KSS ENTERPRISES	538.23
07-22-2020	D01526	03922	MARANA GROUP	3,983.30
07-22-2020	D01527	01080	NYE UNIFORM CO	457.50
07-22-2020	D01528	03944	PRAXAIR DISTRIBUTION INC	144.64
07-22-2020	D01529	04792	VILLA ENVIRONMENTAL CONSULTANT	200.00
Manual Total				\$1,324,937.99
Automatic Total				\$581,866.71
Grand Total				\$1,906,804.70

PAYROLL DISBURSEMENT
FOR PAYROLL ENDING July 5, 2020
PR0532M - Paid July 10, 2020

GENERAL	\$139,916.79
MAJOR STREET	5,982.89
LOCAL STREET	5,074.21
CEMETERY	4,531.00
DDA	705.00
AIRPORT	350.00
BUILDING	2,636.98
AUDITORIUM	2,683.74
RECREATION	5,944.74
DOYLE RECREATION CENTER	3,227.97
ELECTRIC	66,062.83
SEWER	16,216.41
WATER	12,811.92
MOTOR VEHICLE	2,745.80
Payroll Sub-Total	\$268,890.28

**City of Sturgis
City Commission
Regular Meeting**

Agenda Item 10A



SNP, St. Joseph County ISD CTE Consortium and City of Sturgis Partnership Proposal

The Sturgis Neighborhood Program (SNP) has drafted and presented a Partnership Proposal to the St. Joseph County Intermediate School District (ISD) CTE Consortium and Sturgis Public Schools (SPS) to facilitate the improvement of community neighborhoods through the new construction of high-quality, single-family homes on vacant lots located within the City of Sturgis.

In addition to approaching the St. Joseph County ISD and SPS, SNP is requesting that the City of Sturgis consider joining this proposed housing development program. As a partner, the City of Sturgis can help ensure the successful development of vacant neighborhood lots.

As outlined in the original Proposal, SNP and the St. Joseph County ISD CTE Consortium would participate as follows:

Sturgis Neighborhood Program

- SNP will purchase vacant city-owned lot(s) from the City of Sturgis and serve as the Owner, financing property, construction and holding costs to build new single-family homes that complement existing neighborhood homes
- SNP will be responsible for the procurement and vetting of specialty Contractors
- SNP will allow the Building Trades Classes to place a classroom structure and materials trailer on the project site
- SNP will be responsible for the marketing and sale of the home and will sponsor a public Open House to promote the Construction Trades Class and its students' accomplishments
- SNP will provide financial support to assist with the growth and sustainability of the Construction Trades Class by committing a pre-determined percentage of sales' proceeds on a project-by-project basis to establish a non-endowed fund to be administered by the Sturgis Area Community Foundation

St. Joseph County ISD CTE Consortium

- The CTE Consortium Trades Class Instructor will serve as the General Contractor
- The St. Joseph County ISD and the Construction Trades Class Instructor(s) are responsible for full oversight of the students, liability coverage for students and instructor(s), and the project while on site
- The St. Joseph County ISD will execute a Construction Contract with SNP to include compliance with all state and local building laws, codes and permit requirements, and will provide quality workmanship

As an additional partner, the City of Sturgis would participate as follows:

- The City of Sturgis will work with SNP to identify buildable vacant city-owned lots (sites of previous blight elimination projects)
- Following the selection of buildable sites, the City of Sturgis will work with SNP to insure a successful transference of the ownership of the parcel(s) to SNP for the purpose of the construction of a single-family home with amenities including a full basement and garage

Should the City of Sturgis' Commission agree to join the proposed single-family housing development partnership, SNP would like to request that the City consider selling SNP buildable vacant lots at a reduced price and cover property transference costs. Savings realized on property purchases will allow SNP to not only construct a quality home, but to maximize its contribution to the proposed Building Trades Class Fund once established.

**City of Sturgis
City Commission
Regular Meeting**

Agenda Item 10C

	Company	Email	Bid Bond	Addendum #1	Addendum #2	Base bid	Alternate 1-Fiber Optic Cable Replacement	Alternate 2- Stabilize Ex.8" Abandoned Sewer
1	Brussee/Brady		x	x	x	\$ 198,900.00	\$ 1,000.00	\$ 6,800.00
2	Kalleward Group		x	x	x	\$ 247,000.00	\$ 4,000.00	\$ 7,000.00
3								
4								
5								

alternate 2 Clarification, option 2 proposal-does not include vactoring or cleaning of sludge prior to bulkheading & plugging sewer.