



Brighton City Council Meeting

200 N First St • City Hall Council Chambers • Brighton, Michigan 48116
(810) 227-1911 • www.brightoncity.org

September 7, 2023 – 6:30 p.m.

AGENDA

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Consider approval of the agenda
5. Consider approval of consent agenda items

Consent Agenda Items

- a. Approval of Minutes: [regular meeting of August 17, 2023](#)
- b. [Acceptance of quarterly investment reports](#)
- c. [Acceptance of quarterly financial reports](#)
- d. [Approval of the purchase of a portable power washer from Hotsy Midwest Cleaning Systems in the amount of \\$9,274](#)
- e. [Approval to establish the City of Brighton City Council Chambers as the early voting site for the City of Brighton](#)

Correspondence

6. Call to the public
7. Staff updates
8. Updates from Councilmember liaisons to various boards and commissions

Appointments

9. [Approval of an appointment to the Zoning Board of Appeals](#)

Discussion

10. MDOT I-96 Interchange – pedestrian pathway and mast arm discussion
11. Consider entering into closed session to consult with its attorney regarding trial or settlement strategy in connection with pending litigation, being Rohrkemper v 1023 Holding LLC, et al, Livingston County Circuit Court Case No. 23-31810-CH, because an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body pursuant to MCL 15.268(1)(e) of the Open Meetings Act
12. Consider Entering into Closed Session to Receive a Written Attorney-Client Privileged Communication Pursuant to section 8(1)(h) of the Open Meetings Act, MCL 15.268(1)(h)

New Business

13. [Consider approval of traffic equipment purchase and installation by Severence Electric Company for a cost of \\$191,729.](#)
14. [Consider approval to award the Washington and Appian Way Asphalt Repair contract to Allied Construction for an amount not to exceed \\$76,000](#)
15. [Consider approval to award the contract for roof replacement to SAS Home Services in an amount not to exceed \\$58,400](#)

16. Consider awarding a three-year contract, with two optional one-year extensions, for HVAC services at the Wastewater Treatment Plant to Miller-Boldt Inc.
17. Consider entering into closed session to consider the purchase or lease of real property pursuant to MCL 15.268 (1)(h) of the Open Meetings Act

Other Business

18. Call to the public
19. Adjournment



Brighton City Council Meeting

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MINUTES OF THE REGULAR MEETING OF THE BRIGHTON CITY COUNCIL HELD ON AUGUST 17, 2023

1. Call to order

Mayor Tobbe called the regular meeting to order at 6:30 p.m.

2. Pledge of Allegiance

3. Roll call

Present were Mayor Tobbe, Mayor Pro Tem Bohn, Councilmembers: Albert, Emaus, Gardner, Gipson, and Pettengill.

Staff Present: City Manager Gretchen Gomolka, City Clerk Tara Brown, DPS Director Marcel Goch, Deputy DPS Director Corey Brooks, Community Development Manager Mike Caruso, Chief Brent Pirochta, Executive Assistant to Community Development Kelly Haataja, DPW Superintendent Brad Schrader, and Attorney Sarah Gabis. There were approximately fifty people in the audience.

4. Consider approval of the agenda

Motion by Councilmember Gardner, seconded by Councilmember Pettengill to approve the agenda with items 17, 18, and 20 moved to the consent agenda. **The motion carried, 7-0.**

5. Consider approval of consent agenda items

Motion by Councilmember Emaus, seconded by Councilmember Gardner to approve consent agenda as amended. **The motion carried, 7-0.**

Consent Agenda Items

- a. **Approval of Minutes: regular meeting of July 20, 2023**
- b. **Approval of AT&T Metro Right of Way Permit extension**
- c. **Consider approval to purchase the Automatic Electrical Switchgear device for the Third Street lift station from ASCO Power Technologies in an amount not to exceed \$13,133.50**
- d. **Consider approval of the Tetra Tech proposal for engineering services for the replacement of the automatic electrical switchgear at the Third Street lift station in an amount not to exceed \$11,000.00**
- e. **Consider approval of the Tetra Tech Engineering Services Retainer Agreement for engineering services from July 1, 2023, through June 30, 2024, in the amount of \$15,840**

Correspondence

6. Call to the public

Mayor Tobbe opened the call to the public at 6:34 p.m.

Jennifer Cote from the League of Women Voters stated they will be hosting two candidate forum events. The Zoom based forum will be hosted by the Brighton Library and ask questions of perspective candidates for City Council.

Ken Schmenk thanked Denise Murray for the Deck Hunt scavenger hunt. Mr. Schmenk said that he and his daughter had a great time searching for and building their deck of cards. He also thanked Chief Pirochta and Officer Bell for another matter near his home.

7. Proclamation: Eagle Scout Jake Keller

8. Staff updates

Director Goch provided updates on several projects throughout the city, the claricone project has been completed,

Brighton Coves lift station is completed, Summit booster station is complete, the Grand River projects came in underbid, and the Streetscape project is moving along with sealing of the decorative concrete.

Manager Gomolka noted that the Streetscape Street-Warming Party will begin on Friday, August 25 and wrap up on Saturday August 26 with street performances throughout the day. Also, a street sale will be going on with many of the Downtown merchants participating in the sale.

9. Updates from Councilmember liaisons to various boards and commissions

Councilmember Emaus noted the DDA met on Tuesday, August 15, 2023, to finalize the fireplace stone masonry and bench option. Councilmember Emaus thanked Mr. David McLean for his generous donation of engineering and planning the fireplace and bench feature.

Councilmember Gardner and the BACC met on August 14, 2023, to discuss the summer series and hopes to bring the series back next year but even bigger. Decisions on sculpture placement and refurbishment were discussed.

Mayor Tobbe and City Manager Gomolka met with Mary Robinson from the Howell Brighton Visitor's Bureau on potential partnership opportunities.

Public Hearing

10. Conduct a public hearing, second reading, and consider adoption of Ordinance 604: amendments to Chapter 46 and Chapter 70 of the City of Brighton Code of Ordinances regarding open burning

Mayor Tobbe opened the public hearing at 6:57 p.m.

Lynn Hawkins spoke in favor of the ordinance but asked for more strict restrictions. Ms. Hawkins feels that smoke is a pollutant and should be regulated more strictly.

Hearing and seeing no further comment, the public hearing was closed at 7:09 p.m.

City Council discussed BBQs and similar fires that would not fall under the proposed ordinance.

Motion by Councilmember Albert, seconded by Councilmember Gipson to approve the adoption of Ordinance 604: amendments to Chapter 46 and Chapter 70 of the City of Brighton Code of Ordinances regarding open burning. **The motion carried by roll call vote, 7-0.**

Discussion

11. Wastewater Treatment Plant funding

City Council and staff discussed preliminary planning to submit paperwork and intent to apply for the Clean Water Revolving Fund loan. More information will be presented to City Council at a future meeting, asking Tetra Tech to begin preparing the loan information.

12. I-96 Interchange options for pedestrian walkway, traffic lights and gateway signage

City Council discussed the merits of a pedestrian walkway and upgraded traffic light mast arms in preparation for the new I-96 interchange project. City Council asked City Manager Gomolka to discuss a cost partnership with Brighton Township for the walkway and mast arms. More discussions on brick color choices and more to be brought to City Council in the near future.

New Business

13. Consider approval of MERS Deferred Retirement Option (DROP) for police unions

Motion by Councilmember Gardner, seconded by Councilmember Pettengill to approve the MERS deferred retirement option (DROP) for police unions and authorize its execution by the City Manager. **The motion carried, 7-0.**

14. Consider approval of MERS Health Care Savings Program Participation Agreements

Motion by Councilmember Gipson, seconded by Councilmember Garnder to approve the MERS health care savings program participation agreements. **The motion carried, 6-0. Councilmember Albert stepped out of the Council Chambers for personal reasons.**

15. Consider the approval to purchase a new replacement Flygt Sludge Mixer from Kennedy Industries in the amount of \$53,180.00

Motion by Councilmember Gipson, seconded by Councilmember Albert to approve the purchase of a new replacement Flygt sludge mixer from Kennedy Industries in the amount of \$53,180.00. **The motion carried, 7-0.**

16. Consider approval of both Residential and Commercial Cross Connection Service agreements with HydroCorp Inc for two years in annual amounts of \$32,040 and \$24,273, respectively

Motion by Councilmember Albert, seconded by Councilmember Pettengill to approve of both residential and commercial cross connection service agreements with HydroCorp Inc for two years in annual amounts of \$32,040 and \$24,273, respectively and authorize the Water Plant Superintendent to execute the agreements. **The motion carried, 7-0.**

~~**17. Consider approval to purchase the Automatic Electrical Switchgear device for the Third Street lift station from ASCO Power Technologies in an amount not to exceed \$13,133.50**~~ Moved to the Consent Agenda

~~**18. Consider approval of the Tetra Tech proposal for engineering services for the replacement of the automatic electrical switchgear at the Third Street lift station in an amount not to exceed \$11,000.00**~~ Moved to the Consent Agenda

19. Consider awarding the bid for the Return Activated Sludge (RAS) Pump #1 Rebuild to Titus Welding Company, Inc. In an amount not to exceed \$184,810.00

Motion by Councilmember Gardner, seconded by Councilmember Albert to award the bid for the return activated sludge (RAS) pump #1 rebuild to Titus Welding Company, Inc. in an amount not to exceed \$184,810.00 and authorize the DPS Director to send a notice to proceed. **The motion carried, 7-0.**

~~**20. Consider approval of the Tetra Tech Engineering Services Retainer Agreement for engineering services from July 1, 2023, through June 30, 2024, in the amount of \$15,840**~~ Moved to the Consent Agenda

21. Consider approval of appointment to the City of Brighton Planning Commission

Motion by Councilmember Gardner, seconded by Councilmember Pettengill to appoint James R. Johnston to the City of Brighton Planning Commission. **The motion carried, 7-0.**

22. Consider entering into closed session to consider the purchase or lease of real property pursuant to MCL 15.268 (1)(h) of the Open Meetings Act

Motion by Mayor Pro Tem Bohn, seconded by Councilmember Albert to enter into closed session at 8:40 p.m. to consider the purchase or lease of real property pursuant to MCL 15.268 (1)(h) of the Open Meetings Act. **The motion carried by roll call vote, 7-0.**

Motion by Mayor Pro Tem Bohn, seconded by Councilmember Gipson to come out of closed session at 10:22 p.m. **The motion carried, 7-0.**

Other Business

23. Call to the public

Mayor Tobbe opened the call to the public at 10:22 p.m. Hearing and seeing no comment, the call to the public was closed.

24. Adjournment

Motion by Councilmember Gipson, seconded by Councilmember Emaus to adjourn the meeting at 10:22 p.m. **The motion carried (7-0).**

Tara Brown, City Clerk



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

September 7, 2023

SUBJECT: QUARTERLY INVESTMENT REPORT FOR THE PERIOD ENDING JUNE 30, 2023

ADMINISTRATIVE SUMMARY

- The City's total investment/bank balance has decreased by \$4,886,702 or 14.5% over last quarter to \$28,847,845.
- This decrease is to be expected as we collect tax revenue in the first quarter, while expenditures tend to be constant throughout the year.
- The City's average rate of return on investments had a modest increase from 3.41% to 3.59% over the last quarter. This rate of return and growth follows national trends in interest rates. This past quarter saw continued federal funds rate increases, which resulted in our increase.
- The City's earnings remain somewhat lower than the benchmark 3-month Treasury Bill Rate and the Fed Funds Rate. This is due to the city's need for liquidity and protecting funds in low interest, higher insurance coverage bank accounts. The City continues to properly diversify funds in order to obtain the most FDIC insurance coverage at possible. We achieve this through lower interest bearing investments that spread our money across several different banks. This relieves the burden of the City tracking 40 or more different financial institutions in order to obtain FDIC insurance coverage.
- The City's deposits/investments with Flagstar Bank, The State Bank, Independent Bank, and Michigan Class total 26.9%, 5.5%, 53.1%, and 11.4%, respectively, of the City's overall portfolio. The high ratio of deposits held in Flagstar and Independent Bank is because these are fully insured accounts earning moderate interest.
- We continue to work within the primary objectives of the City's Investment Policy, which, in priority are: safety, liquidity, and return on investment.

Prepared by: Elizabeth Gaines, Finance Director

Reviewed and approved by: Gretchen Gomolka, City Manager

MEMORANDUM

To: City Council
From: Laura Hoshaw, Treasurer 
Subject: Quarterly Investment Report
Date: July 28, 2023

We are earning interest rates ranging from 0% to 5.22% on our money market, savings, and checking accounts held at various financial institutions. We have two accounts that are earning 0% interest at Old National Bank. One is a small balance account, which allows our Police officers no fee money orders for out of county court warrants. The other is a tax account that gives our citizens another location to pay their property taxes. These funds are liquid in nature and are available to use on demand. We currently have six CDs ranging from \$250,000 to \$289,000. They range from 6 months to 18 months in length with interest rates from 3.80% to 5.00%. Municipalities are required to use Michigan banks for investment purposes.

U.S. home prices continued to fall in June compared to a year ago, but that may not be much comfort to home buyers. Even after falling, June's median price hit the second highest monthly median price on record going back to 1999. The median existing home price was \$410,200 in June, just .9% less than the all-time high from one year ago of \$413,800. It marked the fifth month of year-over-year drops in median home sale prices. Inventory of homes on the market remains historically low, as current homeowners are refusing to sell and hunkering down with their ultra-low mortgage rates that might be half or less of current rates. There are simply not enough homes for sale.

The economic recovery gained momentum in the spring as buoyant consumer spending and resurgent business investment helped, once again, to keep a recession at bay. Gross domestic product, adjusted for inflation, rose at a 2.4% annual rate in the second quarter. That was up from a 2% growth rate in the first three months of the year and far stronger than forecasters expected a few months ago. Consumers led the way, as they have throughout the recovery for the severe but short-lived pandemic recession in 2020. Spending rose at a 1.6% rate, slower than in the first quarter but still solid. Much of that growth came from spending on services, as consumers shelled out for vacation travel, restaurant meals, and entertainment.

The Committee decided to maintain the target range for the federal funds rate at 5% to 5¼%. Holding the target range steady at this meeting allows the Committee to assess additional information and its implications for monetary policy. Recent indicators suggest that economic activity has continued to expand at a modest pace. Job gains have been robust in recent months, and the unemployment rate has remained low. Inflation remains high. The U.S. banking system is sound and resilient. Tighter credit conditions for households and businesses are likely to weigh on economic activity, hiring, and inflation. The extent of these effects remains uncertain. The Committee remains highly attentive to inflation risks and is strongly committed to returning inflation to its 2% objective.

CITY OF BRIGHTON
QUARTERLY INVESTMENT REPORT
AS OF JUNE 30, 2023

Investment Accounts	Account Balance	Maturity Date	Current % Interest Rate	Average R.O.R.
OLD NATIONAL BANK-Checking	41,462	Immediate	0.00%	0.00%
OLD NATIONAL BANK-Juvenile	10,663	Immediate	0.00%	0.00%
Total Old National Bank	52,126			
BANK OF ANN ARBOR	2,700	Immediate	0.15%	0.00%
Total Bank of Ann Arbor	2,700			
FIRST NATIONAL BANK OF AMERICA	1,022	Immediate	0.25%	0.00%
Total First National Bank of America	1,022			
HORIZON BANK-MM	2,691	Immediate	1.26%	0.00%
Total Horizon Bank	2,691			
FLAGSTAR BANK-Refundable Deposit	1,917,360	Immediate	3.95%	0.25%
FLAGSTAR BANK-Combined Savings	2,231,402	Immediate	3.95%	0.30%
FLAGSTAR BANK-Flexible Spending	9,668	Immediate	1.00%	0.00%
FLAGSTAR BANK-A/P Checking	3,594,956	Immediate	3.40%	0.41%
Total Flagstar Bank	7,753,386			
FIRST MERCHANTS BANK MM	271,514	Immediate	0.18%	0.00%
Total First Merchants Bank	271,514			
CHIEF FINANCIAL CREDIT UNION-Platinum Sav	65	Immediate	0.05%	0.00%
Total Chief Financial Credit Union	65			
THE STATE BANK-Savings Account	1,582,704	Immediate	1.00%	0.05%
Total The State Bank	1,582,704			
INDEPENDENT BANK UTILITY LB CHECKING	15,324,392	Immediate	3.45%	1.77%
Total Independent Bank	15,324,392			
MICHIGAN CLASS	3,301,617	Immediate	5.22%	0.58%
Total Michigan Class	3,301,617			
CD-COMERICA BANK	250,000	09/24/23	4.25%	0.04%
CD-CIBC BANK	250,000	11/21/23	4.55%	0.04%
CD-HORIZON BANK	255,500	02/10/24	4.70%	0.04%
CD-FIRST NATIONAL BANK OF AMERICA	240,592	02/14/24	4.40%	0.04%
CD-BANK OF ANN ARBOR	289,000	02/21/24	3.80%	0.04%
CD-CHIEF FINANCIAL CREDIT UNION	270,535	08/13/24	5.00%	0.05%
Total Certificate of Deposits	1,555,628			
TOTAL	29,847,845			3.59%
Three Month Treasury Bill Rate*				5.42%
Average Fed Funds Rate**				5.08%
City's Avg. R.O.R. over/(under) the 3-month T-Bill Rate				-1.82%
City's Avg. R.O.R. over/(under) the Avg. Fed Funds Rate				-1.48%



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

September 7, 2023

SUBJECT: QUARTERLY FINANCIAL REPORT FOR THE PERIOD ENDING JUNE 30, 2023

ADMINISTRATIVE SUMMARY

- This report is for the fourth quarter of the fiscal year and while we are still going through our annual audit, we have a pretty good idea of what the final numbers will look like. Numbers are coming in very favorably compared to the amended budget.
- Throughout the next fiscal year we will continue to monitor the budget and make City Council aware of any significant budget variances if they should arise prior to next quarters report.

Prepared by: Elizabeth Gaines, Finance Director

Reviewed &

Approved by: Gretchen Gomolka, City Manager

FINANCIAL REPORT FOR CITY OF BRIGHTON - GENERAL FUND
PERIOD ENDING 6/30/2023

Favorable compared to Budget
Materially In line with Budget
Monitoring
Unfavorable compared Budget

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 6/30/2023	OVER/ (UNDER) AMENDED BUDGET	NOTES
REVENUE					
PROPERTY TAXES	7,108,061.00	7,198,061.00	7,223,175.16	25,114.16	Our tax collections have exceeded the budgeted amount.
TAX PENALTIES, INTEREST & FEES	267,800.00	285,800.00	290,234.08	4,434.08	We exceeded the budgeted amount for tax administrative fee (1% fee on all taxes added to tax bills).
LICENSES & PERMITS	364,450.00	614,450.00	672,102.73	57,652.73	We came in slightly over budget for Cable Franchise Fees. The difference between original and amended budget amounts is the building permit fees from DTN for Vista at Uptown.
STATE SHARED REVENUE	950,000.00	950,000.00	1,129,988.87	179,988.87	This account includes the PPT reimbursement, which came in \$87k over budget and the State Shared revenue which came in \$92k over budget.
INVESTMENT EARNINGS	13,000.00	183,000.00	205,594.94	22,594.94	Due to the rising interest rates we had a favorable year.
RENTS & ROYALTIES	72,850.00	72,850.00	75,625.00	2,775.00	The majority of this line item represents charges to Major and Local streets for employees working on street projects.
OTHER REVENUE	50,500.00	64,500.00	83,920.39	19,420.39	Includes reimbursement for civic events, dividend payment from our purchasing card and reimbursements to the City for retiree health savings account pre-funding.
OTHER FINANCING SOURCES	290,000.00	290,000.00	265,000.00	(25,000.00)	This represents appropriation from Capital Reserve, DDA, and Utility Funds. The variance is a transfer from Capital Reserve Fund that was not needed in the current year.
SERVICE CHARGES	785,200.00	795,200.00	813,194.71	17,994.71	This is primarily refuse collection user fees.
FINES & FORFEITS	25,500.00	25,500.00	33,367.02	7,867.02	Primarily police related fines which come in sporadically throughout the year.
LOCAL UNIT CONTRIBUTION	92,000.00	92,000.00	98,174.15	6,174.15	This account is for the liaison officer payments.
STATE GRANTS	1,500.00	1,500.00	6,400.57	4,900.57	This is primarily the Recycling grant and the Act 302 payments.
101-010-0000-000-52800			4,705.72	4,705.72	
FEDERAL GRANTS	0.00	0.00	4,705.72	4,705.72	This is the App grant received on behalf of the DDA.
TOTAL REVENUES	10,020,861.00	10,572,861.00	10,901,483.34	328,622.34	

EXPENDITURES

CITY COUNCIL	38,900.00	38,900.00	33,664.99	(5,235.01)	Primary expense is Per Diems, savings are in budgeted per diems, contractual services and conferences.
CITY MANAGER	260,092.00	279,092.00	261,667.27	(17,424.73)	Includes City Manager, a portion of the Assistant to the City Manager position (currently vacant), contractual services for SPARK employee as well as an allocated portion of the budgeted additional payment to MERS.
COMMUNICATIONS	51,835.00	21,835.00	11,505.88	(10,329.12)	This budget includes a portion of the Assistant to the City Manager position (currently vacant) as well as community promotions expenses. Savings is due to vacant Assistant to the City Manager position.
LEGAL SERVICES	294,353.00	194,353.00	164,096.36	(30,256.64)	General and Labor attorney retainers and other expenses. Budget was amended to reflect lower than budgeted legal fees and appraisal fees, which came in even lower than expected.
CITY CLERK	219,718.00	219,718.00	173,784.45	(45,933.55)	Election costs and per diems, general operating expense as well as an allocated portion of the budgeted additional payment to MERS. Savings is from contractual services as well election supplies coming in lower than budgeted

Favorable compared to Budget
Materially In line with Budget
Monitoring
Unfavorable compared Budget

	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	YTD BALANCE 6/30/2023	OVER/ (UNDER) AMENDED BUDGET	NOTES
HUMAN RESOURCES	190,015.00	190,015.00	188,771.50	(1,243.50)	General operations as well as an allocated portion of the budgeted additional payment to MERS.
FINANCE	851,139.00	851,139.00	771,266.76	(79,872.24)	General operations as well as an allocated portion of the budgeted additional payment to MERS. Savings is due to multiple extended vacancies.
INFORMATION SYSTEMS	235,401.00	235,401.00	183,238.36	(52,162.64)	General operations to run IT, primarily software related expenses. Budgeted additional for Dewpoint transition which was not needed.
POLICE	3,565,665.60	3,566,531.60	3,460,270.68	(106,260.92)	General operations as well as an allocated portion of the budgeted additional payment to MERS. Savings from vacancies, contractual services and other anticipated items budgeted for but not needed.
PUBLIC WORKS	2,651,774.00	2,677,633.35	2,595,288.29	(82,345.06)	General operations covering all city buildings and public spaces. Savings from vacancies, contractual services and other anticipated items budgeted for but not needed.
COMMUNITY DEVELOPMENT	521,658.00	521,658.00	465,412.55	(56,245.45)	General operations as well as an allocated portion of the budgeted additional payment to MERS. Savings is from an anticipated but not realized increase in Inspection Services.
POST EMPLOYMENT BENEFITS	446,333.00	476,333.00	475,712.17	(620.83)	Healthcare for retirees.
TRANSFERS-OUT AGENCIES	161,200.00	161,200.00	145,854.01	(15,345.99)	425 Agreement payment to Genoa Township based on the Taxable Value for the parcels in the agreement, appropriation to SPARK, and the Historical Society.
TRANSFERS-OUT OTHER FUNDS	1,149,475.00	1,149,475.00	1,149,416.01	(58.99)	Appropriations to other funds are made as expenditures in those funds occur.
TOTAL EXPENDITURES	10,637,558.60	10,583,283.95	10,079,949.28	(503,334.67)	
NET OF REVENUES & EXPENDITURES	(616,697.60)	(10,422.95)	821,534.06		We ended the fiscal year almost \$880k over adopted budget for revenues and almost \$557k under adopted budget for expenitures. We added \$821k to fund balance for use in future years.



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

September 7, 2023

SUBJECT: **CONSIDER APPROVAL OF THE PURCHASE OF A PORTABLE POWER WASHER FROM HOTSY MIDWEST CLEANING SYSTEMS IN THE AMOUNT OF \$9,274**

BACKGROUND

- In April of 2017, City Council approved the purchase a hot-water portable power washer and trailer from Hotsy Midwest Cleaning System for the DPW. DPW crews have been using the existing power washer daily during the spring, summer, and fall months to remove water fowl droppings from concrete areas in the downtown area. It is also used routinely to clean the City-owned Dumpster enclosures, the pavilion seating area, the seating and concrete area of the AMP, various vehicles and equipment, etc.
- Because this power washer is used so frequently, it is best to replace it now before the maintenance costs increase and exceed the value of the equipment. We have spent approximately \$1,200 over the past 14 months making repairs to the machine.

ADMINISTRATIVE SUMMARY

- Staff searched companies to obtain three quotes; however, we were not able to find a third company in Michigan who meets the specifications of the type of power washer we want. We do not want to purchase the equipment from a company outside of Michigan due to the difficulty of them being able to perform maintenance on the machine.
- Hotsy Midwest provided the lowest quote of \$9,274, compared to the \$11,725.53 price provided by Atomic Cleaning Systems. Please see the attached quotes and specifications provided by each company.
- The last two power washers that we have owned were Hotsy brand. Staff is familiar with the equipment and they provide good service.

BUDGET INFORMATION

- There is \$12,000 approved in the 2023/2024 Capital Improvements Fund Budget for the purchase of this power washer.

RECOMMENDATION

Move to approve the purchase of a portable power washer from Hotsy Midwest Cleaning Systems in the amount of \$9,274.

Prepared by: Patty Thomas, Asst. to the DPS Director

Reviewed by: Brad Shrader, DPW Superintendent
 Marcel Goch, DPS Director

Elizabeth Gaines, Finance Director

☒ Within Budget

☐ Budget Amendment Necessary and In Proper Form

☐ Other _____

Reviewed &

Approved by: Gretchen Gomolka, City Manager

Attachments: Power Washer Quotes and Specifications

Atomic Cleaning Systems, L.L.C.

Farmington Hills, MI 48336

Phone: (248) 615-4400

Fax : (248) 615-4401

Name / Address

CITY OF BRIGHTON
420 S THIRD ST
BRIGHTON MI 48116

Ship To

CITY OF BRIGHTON
420 S THIRD ST
BRIGHTON, MI 48116
BRAD 517-574-2550

Quotation

Date 7/26/2023

Estimate # Q2023-211

Qty	Item	Description	Cost Each	Total
1	UNIT - NON INV	HOT WATER POWERWASHER PP4012PRO-10G 3500PSI@4GPM WITH GX 390 HONDA ELECTRIC START	7,300.00	7,300.00T
1	MISC - NON INV PARTS	TRAILER 5X8 3500# CAPACITY	2,500.00	2,500.00T
1	MISC - NON INV PARTS	NORWESSO 65 GALLON WATER TANK WITH STRAPS	450.00	450.00T
1	LANDA PARTS - NON INV	L 98040670 HOSE REEL, EZEE 3/8x100' w/PINLOCK	165.00	165.00T
1	L 87112010	HOSE REEL-E-ZEE 1/2"x100'-4000	181.00	181.00T
1	L 89251640	HOSE, 3/8"x100' 1W 4000PSI	196.80	196.80T
-1	L 89251550	HOSE, 3/8"x50' 1W 4000PSI	114.00	-114.00T
1	MISC - NON INV PARTS	100' GARDEN HOSE	100.00	100.00T
1	INSTALLATION	INSTALLATION	300.00	300.00

Subtotal \$11,078.80

Sales Tax (6.0%) \$646.73

Total \$11,725.53

Terms

NET 30

Account Manager: Eric Thompson

PRO-SUPER SKID SERIES

GAS, V-BELT DRIVE



*Picture shown may not represent exact model. Consult factory.

4012PRO-10G

4GPM@3500PSI



TSS1511 Pump

POWERED by

HONDA™ GX390 Engine

Standard Accessories

- ◆ Gun/wand assembly with insulated grip and quick connects
- ◆ 50' high pressure hose w/quick connects
- ◆ Maxi-Flo 20% chemical injector assembly w/quick connects
- ◆ 4 color-coded QC spray nozzles
- ◆ 1 color-coded QC chemical nozzle

Standard Options

- ◆ PKW003-C Wheel Kit
- ◆ ESK016 Exhaust Stack Kit, fits 16" Coil
- ◆ FTK001 Float Tank Kit w/ High Pressure Chemical Metering Valve
- ◆ CCK015 On Board 15 Gal. Poly Fuel Tank w/ Carbon Canister- California Compliant Upgrade
- ◆ MC-B145 Machine Cover Blue Poly Marine Fabric

Standard Features

- ◆ Rugged powder coated steel, low-profile frame w/ fork lift channels
- ◆ 48"L x 43"W x 48"H frame dimensions offer versatile installation
- ◆ Super efficient schedule 160 coil
- ◆ Stainless steel coil wrap, burner hood, and control panel
- ◆ On board 15 gallon poly fuel tank-Non-Carb Evaporative Compliant-**Not for sale to California-See Options for California compliant upgrade**
- ◆ Reliable Honda gasoline Commercial/ Industrial electric start engines
- ◆ Includes 12 volt battery and marine battery box
- ◆ Fully self-contained, no external power required
- ◆ Reliable Beckett burners
- ◆ Adjustable thermostat
- ◆ 3VX belt system offers balanced power transfer
- ◆ Engine and pump oil drains offer easy maintenance
- ◆ Safety pressure relief valve

Pressure-Pro®



Hotsy Midwest Cleaning Systems

34525 Industrial Rd

Livonia, MI 48150

Phone: 734-762-0580

Fax: 734-762-0584

Email: pete4hotsy1@gmail.com

Website:

www.hotsymidwestcleaningsystems.com



QUOTATION

Date: 7/19/2023

Hotsy Sales Consultant: Pete Talbot
Estimated Ship Date: 16 - 18 Business Days

Prepared For:

City of Brighton

Attn: Brad

420 S. 3rd St.

Brighton, MI 48116

p - 517-574-2550

email: shragerb@brightoncity.org

Hotsy Model No.	Part Number	Description	Qty	List Price	Discount	%/\$	Extended Price
1075BE	1.110-566.0	Hotsy® Hot Water Gas Engine Pressure Washer - 4.0 GPM @ 3500 PSI, 389CC Electric Start Honda Gas Engine, 12VDC Wayne™ Oil Burner, Belt Drive Hotsy® Triplex Pump w/NESTechnology™, Optional Portability, Trigger Gun Shut-Off, 50' High Pressure Hose, Approx. Ship Weight 625LBS. (385,800 BTU/HR). Dimensions: 42"L x 27.5"W x 39"H.	1	\$8,739.00	0	%	\$8,739.00
*** Recommended Accessories/Options ***			***				
	TRAILER	Trailer Kit: 5'x8' Single Axle Utility Trailer, 65 Gallon Horizontal Water Tank, 100' Capacity High Pressure Hose Reel w/ 100' Hose, 200' Capacity Supply Line Hose Reel w/ 100' Hose.	1	\$2,855.00	0	\$	\$2,855.00
	DISCOUNT	Municipal Govt Discount 20%		-\$2,320.00			-\$2,320.00
*** Recommended Detergent(s) ***			***				
NOTE: INSTALLATION NOT INCLUDED WITH THIS QUOTE							

THIS QUOTE IS VALID FOR THIRTY (30) DAYS

Terms & Conditions: All orders are subject to approval and acceptance by said Hotsy dealer and shall be subject to the terms and conditions herein contained, and to no others whatsoever unless altered or modified by said Hotsy dealer in writing. Said Hotsy dealer shall be excused for any delay due to strikes, accidents, war, fires, Acts of God, or any other causes beyond our control. Promises of delivery are based on our expectations, and does not guarantee to accomplish shipment on the dates or estimated time period mentioned. Orders cannot be canceled, specifications changed, or good returned without written permission. Goods permitted to be returned are subject to restocking and freight charges.

*Note: Subject to credit approval and taxes.

Sub-Total	\$9,274.00
Shipping & Handling	\$0.00
Taxes 0.0%	\$0.00
TOTAL	\$9,274.00

MONTHLY PAYMENT OPTIONS*:

\$772.83 /mo 13 payments
\$451.64 /mo 24 payments
\$319.03 /mo 36 payments
\$255.96 /mo 48 payments
\$219.79 /mo 60 payments

Office Use Only:

TO ACCEPT THIS QUOTATION, PLEASE SIGN & DATE HERE: _____

Nothing Cleans Like a Hotsy!

THANK YOU FOR THE OPPORTUNITY TO EARN YOUR BUSINESS

GAS ENGINE SERIES

FEATURES

3.0 to 4.6 GPM @ 3000 to 3500 PSI
12 Volt DC Burners
Painted Coil Wrap

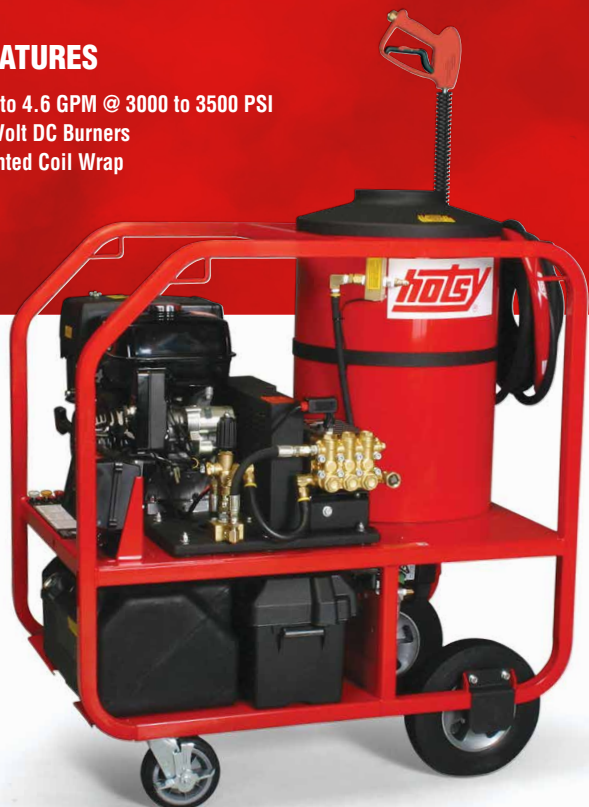
hotsy®

PRESSURE WASHERS / SINCE 1970

HOT WATER

ELECTRIC

BELT DRIVE



Lifting eyes let power equipment do the hoisting

Protective heavy-duty roll-cage chassis

Control box with adjustable temperature control lighted burner On/Off switch and hour meter

Hotsy-designed triplex belt-drive pump carries a 7-year warranty. Slower RPMs provide less wear and tear on the pump, and enables the pump to draw from water tanks.

Downstream detergent injection

8-gallon, removable fuel tank has fuel gauge in cap

Optional heavy-duty flat free tire kit available

50-ft wire-braided high pressure hose with swivel on one end

Trigger gun control with cool-grip and pressure wand

Hotsy DC oil-fired burner

Belt-drive pump - slower RPMs than a direct drive pump. Belt drive systems operate smoother, as the belts act as a dampener for vibrations and pressure spikes.

Hotsy Belt Drive Gas Engine models are versatile; convert the standard trailer mount unit (above) into a portable unit with 2 wheels / 2 casters, a 4 wheel kit with flat-free tires or a skid unit for moving by forklift.



California Air Resources Board Verified



Model 1075BE 4.0 GPM @ 3500 PSI; GX390 Honda gas engine (shown with optional caster kit)



Model 1080BE 4.6 GPM @ 3500 PSI; Briggs Vanguard gas engine (shown with optional stainless steel coil wrap and skid rails)

OPTIONS FOR GAS ENGINE SERIES

Flat-free Tire Kit*

2 Wheel/2 Caster Kit**

Skid Rails†

Wall Mount Remote Kite (3)

High Pressure Chem. Kit

Trailer Mount Brackets

Float Tank Kit

Stainless Steel Coil Wrap

Detergent Kit

* 4 wheel kit with handle – adds 10" to width, 6" to height

** 2 wheel / 2 Caster kit – adds 7.5" to height

† Skids - adds 3.875" to height

HOTSY.COM THE BRAND THE PROS USE



GAS ENGINE SERIES | POWERFUL MODELS FOR TOUGH INDUSTRIAL CLEANING..

Hot-Water **ELECTRIC** Belt Drive Models ■ Oil, NG or LP-Fired ■ 8 to 9.5 GPM @ 2500 to 3000 PSI ■ 20 HP

MODEL	PART NO.	GPM	PSI	HP	CCs	AMPS	BURNER	BTU/HR	PORTABILITY	DIMENSIONS (LXWXH)	SHIP WT (LBs)
965B*	1.110-565.0	3.0	3000	Honda GX270	270	12V DC	248,500	HB3030L.1	Optional	42"x27.5"x39"	590
1075BE†	1.110-566.0	4.0	3500	Honda GX390	389	12V DC	385,800	HM4035L.3	Optional	42"x27.5"x39"	625
1080BE†	1.110-567.0	4.6	3500	Vanguard 18	570	12V DC	385,800	HM4035L.3	Optional	42"x27.5"x39"	665

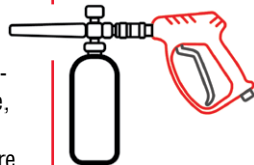
* Battery not required † 12V battery required, but not supplied E = Electric-start engine B = Belt Drive

DETERGENTS



To clean like a pro, you need to include detergents. Hotsy offers a full line of detergents for cleaning grease, dirt, road grime, aluminum, sanitation and so much more. Our detergents help you clean faster and save money.

PARTS & ACCESSORIES



Clean faster and more efficiently with pressure washer accessories like flat surface cleaners and turbo nozzles.

SERVICE



Hotsy factory-trained technicians keep your equipment running with on-site or in shop maintenance and tune-ups. Plus, we repair all brands.

hotsy

The Pressure Washer The Pros Use.
EST. 1970

HOTSY.COM

Tel: 800.525.1976

Fax: 888.880.9631

Email: info@hotsy.com

Distributed by:

NOTE: We are constantly improving and updating our products. Consequently, pictures, features & specifications in this brochure may differ slightly from current models. Flow rates & pressure ratings may vary due to variances allowed by manufacturers of our machine components. We meet the CETA testing specs for machine performance at +10% and in some cases are tighter within +_ 5% of listed specifications.

Specifications & product descriptions subject to change without notice. Hotsy's manufacturing facilities have established and apply a quality and environmental management system to be ISO 9001:2008 and ISO 14001:2001 certified.

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P/N_HotsyGasEngineBelt Effective 06/21



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

September 7, 2023

SUBJECT: APPROVAL TO ESTABLISH CITY HALL COUNCIL CHAMBERS AS THE EARLY VOTING SITE FOR THE CITY OF BRIGHTON

ADMINISTRATIVE SUMMARY

In November of 2022 voters approved a ballot proposal, now law, that mandates early voting for at least nine days. The new law requires that the city restrict access to the early voting site and ensures that all early voting equipment is under the lock and key of the City Clerk. Additionally, the new law no longer requires a permanent absentee voter to fill out an application for each election. Conservative estimates for the City of Brighton indicate that approximately 2,400 absentee ballots will be sent out for each election without requiring an application. Because of the popularity of absentee voting in our community, early voting is expected to be low.

There are several paths that local clerks can recommend to their governing bodies for early voting, Livingston County Clerks believe locally run early voting sites are the most beneficial way to serve the voters. Designating City Hall as the City of Brighton's early voting site will allow city staff to easily supervise election staff, answer all questions or concerns from the early voting staff, as well as be a seamless process for those who wish to register to vote and vote early at the same time.

Each of the current polling locations have been evaluated for early voting feasibility and it has been determined that other than City Hall they either do not meet the criteria for an early voting site or will not be available for the requisite 9 days. City Hall is the most logical choice as it is easy to access and familiar to our residents as a place of city business.

The law requires the governing body to approve the early voting site.

RECOMMENDATION

Approval to establish City Hall Council Chambers as the early voting site for the City of Brighton.

Prepared by: Tara Brown, City Clerk

Approved by: Gretchen Gomolka, City Manager



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

SEPTEMBER 7, 2023

SUBJECT: CONSIDER APPROVAL OF APPOINTMENTS TO THE ZONING BOARD OF APPEALS

ADMINISTRATIVE SUMMARY

- The Zoning Board of Appeals consists of 7 members including a liaison from the Planning Commission. The city has received one application to fill one vacancies on the board. The applicant, Noreen Mollon has not served on this commission in the past and is seeking the vacancy left by Dave Chaundy. Please see the attached application and resume.

Prepared by: Gretchen Gomolka, City Manager

Attachments: Application
Resume

8/31/2023

City of Brighton
200 N. Frist St
Brighton, MI 48116

To Whom it May Concern:

I was recently made aware of a vacancy on the City of Brighton Zoning Board of Appeals, by my neighbor, Alicia Urbain. This piqued my interest as I have lived in Brighton since 2007 and thought that this might be a great way to give back to my community. Having worked for state government for 15 years, I have knowledge of government process and like the idea of participating with fellow citizens. I hope you will consider me for this position. Enclosed is my resume for your review. Please do not hesitate to contact me if you need any additional information.

Sincerely,

Noreen Mollon

Noreen Mollon
890 Northern Ridge
Brighton, MI 48116



APPLICATION FOR APPOINTMENT CITY BOARD OR COMMISSION

Applicant:

Name: _____

Address: _____

Attached Resume **Yes:** ☐ **No:** ☐ Registered Voter in the City of Brighton **Yes:** ☐ **No:** ☐

In debt to the City of Brighton **Yes:** ☐ **No:** ☐

Board/Commission: Please check all that you would be willing to serve (see attached descriptions):

☐ Board of Review

☐ Election Commission

☐ Brighton Arts & Culture Commission

☐ Planning Commission

☐ Downtown Development Authority

☐ Zoning Board of Appeals

Years as City Resident: _____

Identify any potential conflicts (relatives that work for the City, financial agreements with City, etc.):

Why would you like to be on the Board(s)/Commission(s) you have selected (attach pages, if needed)?

Experiences that are relevant to request: _____

I hereby certify that I do not have any outstanding debts with the City of Brighton and all the statements made in this application are true, complete, and correct, to the best of my knowledge and belief and are made in good faith.

Noreen Mollon
Signature: _____ Date: _____

Please only submit this page.

For Office Use Only

Received By: _____ Date: _____

Noreen Mollon

Epidemiologist with 16 years experience in public health, communicable disease and infection prevention and control

890 Northern Ridge
Brighton, MI 48116

EXPERIENCE

University of Michigan–Michigan Medicine, Ann Arbor, MI– Infection Prevention Manager

February 2021–present

- ❑ Oversight of Hand Hygiene program and staff for enterprise
- ❑ Oversight of data analyst staff
- ❑ Collaborate with stakeholders to maintain compliance with standards and regulations pertaining to infection control of accrediting and governing authorities
- ❑ Provide backup support for the IPE Director
- ❑ Manage the development and implementation of infection prevention policies and procedures
- ❑ Assist in development of departmental goals, objectives and programs
- ❑ Assist in daily departmental operations

University of Michigan–Michigan Medicine, Ann Arbor, MI– Infection Preventionist

February 2020 - February 2021

- ❑ Collaborate with institutional leadership and medical director to develop, implement and evaluate annual infection prevention goals and action plan
- ❑ Establish system for the prevention, identification, investigation and control of infections of residents, staff, and visitors
- ❑ Conduct outbreak investigations
- ❑ Collect, review, analyze and interpret surveillance data
- ❑ Conduct activities related to exposures of patients and staff to communicable disease
- ❑ Plan, develop and conduct educational programs for Infection Prevention
- ❑ Serve as SME during accreditation visits

Michigan Department of Health and Human Services, Lansing, MI — Infection Prevention Consultant, Surveillance for Healthcare Associated Pathogen (SHARP unit) Communicable Disease Division

April 2013 - January 2020

- ❑ Performs professional epidemiological assignments related to Healthcare Associated Infections (HAI) and multidrug resistant organism (MDRO) disease outbreak investigations

Education

Michigan State University– East Lansing

2002–2004

M.S. Epidemiology

University of Michigan– Ann Arbor

1996–2000

B.S. Microbiology

Certification

2015–2025 CIC: Certificate in Infection Prevention and Control from the Certification Board of Infection Control and Epidemiology (CBIC)

2021 Fellow of APIC

Professional Organizations

APIC— Great Lakes Chapter; President–Elect, current, past 2021–23

APIC—Great Lakes Chapter; Legislative Liaison 2020–present

APIC—Great Lakes Chapter; Secretary 2018–2020

Michigan Society for Infection Prevention and Control (MSIPC), MDHHS liaison 2015–2020 and Legislative liaison 2020–2022

APIC –Great Lakes Chapter; Membership Committee in 2016

Association for Professionals in Infection Control and epidemiology (APIC)

by interacting with involved partners (CDC, FDA, local health, clinical laboratories and healthcare facilities)

- ❑ Increased surveillance efforts of HAI and MDRO events (including NHSN utilization)
- ❑ Promotes awareness and knowledge of antimicrobial resistance and antimicrobial stewardship, including CDC Core Elements among professionals and public
- ❑ Lead member of Special Pathogen Response Network (SPRN) in Michigan and assists with technical assistance site visits. Collaborates with preparedness and laboratory partners.
- ❑ Infection Control Assessment and Response (ICAR) Lead- Infection control needs assessments across the continuum of care- acute care, long term care, outpatient
- ❑ Provides consultation on infection prevention (PPE, surveillance, and health-care workers etc needs) to various groups (including health care facilities, other communicable disease areas, local health departments and preparedness partners)
- ❑ Developed and maintains employee fit-test program
- ❑ Represents MDHHS on the executive board of the Michigan Society of Infection Prevention and Control (MSIPC)
- ❑ Member of 24/7 On-Call program

**Michigan Department of Health and Human Services,
Lansing, MI — Tuberculosis Epidemiologist, Tuberculosis
Control Unit, Communicable Disease Division**

November 2009- April 2013

- ❑ Provided epidemiologic support and guidance to local health departments to facilitate timely and complete case reporting, and generate reports on surveillance trends and data
- ❑ Maintained, managed, and analyzed a TB genotyping database, and lead genotype cluster investigations with affected local health departments.
- ❑ Provided guidance and support for case management activities in local health departments with high incidence of TB and assist in the development and implementation of TB program evaluation activities in conjunction with these health departments
- ❑ Maintained surveillance data reporting system for TB and assuring data gets from local health departments to the State Of Michigan and then on to CDC

**Michigan Department of Health and Human Services,
Lansing, MI — Public Health Consultant, Project Coordinator,
Division of Environmental Health**

May 2005- November 2009

- ❑ Served as project coordinator for Hazardous Substances Emergency Event Surveillance (HSEES) project
- ❑ Communicated and received data from other departments of government- both state and local level
- ❑ Complied with protocols and SOP's from the funding agency, Centers for Disease Control (CDC) Agency for Toxic

Council for State and Territorial
Epidemiologists (CSTE) 2009-2020

Notable Presentations

Containment and Prevention of MDROs in Post-Acute and Long-Term Care at the State Joint Provider Surveyor conference, Grand Rapids, MI 4/2019

The Michigan Infection Control Assessment and Response (ICAR) experience at the National APIC meeting, Portland OR 6/2017

The MDCH/SHARP MRSA/CDI Prevention Initiative: A Cost Analysis at the Michigan Epidemiology Conference 3/2013

Using Genotyping Data in Tuberculosis Contact Investigations at the Michigan Epidemiology Conference 3/2012

Tuberculosis Epidemiology- Global, National and Local at Michigan Tuberculosis Conference 4/2011

Linking Surveillance Data to Assurance: Mercury Spills and School Safety in Michigan at annual Michigan Epidemiology Conference 4/2008

Hazardous Substances Emergency Events Surveillance (HSEES) in Michigan at annual Michigan Information Integration Presentation 3/2006

Poster: What's your risk? Development of *Candida auris* risk factor screening and colonization testing program at an acute care hospital at National APIC meeting, Orlando FL 2023

Poster: Infection Control Assessment and Response (ICAR) in Michigan: Past, Present and Future at National APIC meeting, Philadelphia PA 6/2019

Poster : The Michigan Special Pathogen Response Network (SPRN): How ready are Michigan Hospitals? At the National APIC meeting, Portland OR 6/2017

Poster: The Michigan Special Pathogen Response Network (SPRN): Is your

Substances Disease Registry (ATSDR), including quarterly reports and data reviews

- ❑ Collected, entered, and analyzed data using web-based data base, MS excel and SAS. This includes annual reports
- ❑ Attended conferences and presented information (Michigan Epidemiology Conference, Information Integration Conference) about the project
- ❑ Assisted in the development and implementation of outreach and prevention activities

Michigan State University, East Lansing, MI — Research Assistant, Department of Environmental and Occupational Health

February 2003-May 2005

- ❑ Performed follow-up of occupational related disease surveillance (hearing loss, lead poisoning and occupational related lung disease) in the State of Michigan by conducting phone interviews
- ❑ Coordinated SENSOR asthma re-interview project.
- ❑ Helped maintain MS Access databases on various projects
- ❑ Performed monthly coding of occupational related disease reports using ICD-9 codes
- ❑ Represented MSU Department of Occupational and Environmental Medicine at local conferences
- ❑ Assisted on MI-OSHA inspections (interview workers at work) as needed

hospital prepared for the next special pathogen? At National APIC Conference Charlotte, NC 6/2016 and CSTE Anchorage AK 6/2016

Poster: The MDCH/SHARP MRSA/CDI Prevention Initiative: A Cost Analysis at Council for State and Territorial Epidemiologists (CSTE)- Nashville, TN 6/2014

Poster: Using Genotyping Data in Tuberculosis Contact Investigations at Michigan TB Conference 4/2012

Poster: Hazardous Substances Emergency Events Surveillance (HSEES) in Michigan, 2005 at annual Michigan Epidemiology Conference 4/2007

PUBLICATIONS

Centers for Disease Control and Prevention. Nontuberculous Mycobacteria Infections in U.S. Medical Tourists Associated with Plastic Surgery—Dominican Republic, 2017. MMWR Vol. 67. No 12, March 20, 2018.

Brennan, B., Coyle, J., Marchaim, D., Pogue, J., Boehme, M., Finks, J., Malani, A., VerLee, K., Buckley, B., **Mollon, N.**, Sundin, D., Washer, L., Kaye, K. Statewide Surveillance of Carbapenem-Resistant Enterobacteriaceae in Michigan. Infection Control and Hospital Epidemiology, Vol 35, No. 4, Special Topic Issue: Carbapenem-Resistant Enterobacteriaceae and Multidrug-Resistant Organisms (April 2014), pp 342-349.

Hughes, N., Rosenman, K., Gardiner, J., Miller, C., Reilly, M. Tracking of Carbon Monoxide Poisoning Using Michigan Emergency Department and Hospital Records. Michigan Journal of Public Health 2007; 1(2) 29-39.

HSEES Project Annual Reports:
2007:

http://www.michigan.gov/documents/mdch/Annual_Report_2007_29612_7.pdf

2006:

http://www.michigan.gov/documents/mdch/HSEES_AR_2006_22249_7.pdf

2005:

http://www.michigan.gov/documents/mdch/HSEESAnnual_Report_14705_7.pdf



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

September 7, 2023

SUBJECT: **CONSIDER APPROVAL OF TRAFFIC EQUIPMENT PURCHASE AND INSTALLATION BY SEVERANCE ELECTRIC COMPANY FOR A COST OF \$191,729**

BACKGROUND

- The City of Brighton owns all traffic signal lights on Grand River from the I-96 interchange to the southern City limits by Appian Way. These lights are all connected and communicate through a timing program that helps regulate traffic flow through the City. This system is over 20 years old and has become increasingly problematic and is due for an update.
- In April 2023, the traffic signal equipment at the North Street and Brighton Lake Road intersections on Grand River were replaced to match equipment at Grand River and Main Street that was updated in 2021. These two intersections were done at that time to avoid traffic disruption during the Grand River resurfacing project. Funds for the replacement of traffic signal equipment is approved in the 2023/2024 Capital Improvement Fund.

ADMINISTRATIVE SUMMARY

- Staff would now like to update the remaining six signals that are owned and maintained by the City.
- Severance Electric Company was the contractor who installed the original traffic signal equipment and has been our service provider for repairs and maintenance since that time. There are limited contractors that provide these services, so it is staff's preference to continue using Severance Electric because of their familiarity with our system and the service they provide. They are well known in the area and used by the Livingston County Road Commission as well.

BUDGET INFORMATION

- There is \$250,000 approved in the Fiscal Year 23/24 Budget. In April, Council approved expending \$68,639 of these funds for the purchase and installation of traffic signal upgrades at the North Street and Brighton Lake Road intersections on Grand River, leaving a balance of \$181,361. The total cost to complete the upgrade of the six remaining traffic signals is \$191,729. Staff is proposing to transfer the \$10,368 budget shortfall from the major street, roadway maintenance account to allow for the total upgrade of the traffic signals.
- There is currently \$150,000 available in the major street, roadway maintenance account. Transferring out the funds for the traffic signal upgrades will still leave over \$139,000 to allow us to perform our planned asphalt patches, crack sealing, Reclamite treatment, etc.

RECOMMENDATION

Approval of traffic equipment purchase and installation by Severance Electric Company for a cost of \$191,729.

Prepared by: Patty Thomas, Asst. to the DPS Director

Reviewed by: Brad Shrader, DPW Superintendent
 Marcel Goch, DPS Director

Elizabeth Gaines, Finance Director

- ☒ Within Budget (budget amendment not needed for transfer of funds, if approved)
- ☐ Budget Amendment Necessary and In Proper Form
- ☐ Other _____

Reviewed &

Approved by: Gretchen Gomolka, City Manager

Attachments: Severence Electric Quote



SEVERANCE ELECTRIC CO., INC.

PHONE 269.345.0134 FAX 269.342.2929 EMAIL SCOTT@SEVELECTRIC.COM

TRAFFIC SIGNALS - ELECTRICAL - COMMUNICATIONS
DIRECTIONAL BORING

Estimate

Date	Estimate #
8/2/2023	5292

Name/Address:

City of Brighton
200 N. FIRST STREET
BRIGHTON, MI 48116

Location:

To be determi

Project

Brighton- TS VARI...

Description	Qty	Rate	Total
18 ft truss arm	1	3,102.00	3,102.00
Gridsmart camera and processor	1	28,852.80	28,852.80
		Total	\$31,954.80

x 6

\$191,729



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

September 7, 2023

SUBJECT: **CONSIDER AWARDING THE WASHINGTON AND APPIAN WAY ASPHALT REPAIR CONTRACT TO ALLIED CONSTRUCTION FOR AN AMOUNT NOT TO EXCEED 76,000.**

BACKGROUND

- In April of this year the city experienced a major water main break that resulted in the removal of asphalt roadway in the 600 block of Washington Street. Once the repair was completed, the roadway and curbing were replaced and is now ready for asphalt replacement. As this area is heavily traveled as part of the traffic flow for the downtown streetscape and the main route for Brighton High School traffic, staff is eager to make final repairs.
- As part of the roadway rehabilitation that has been taken place throughout the city in the last several years, staff has focused on preventative road maintenance whenever possible. In reviewing areas of the city that could benefit from road maintenance treatments, Appian Way was evaluated and found to be a good candidate for chip sealing. This treatment would extend the life of the roadway and possibly raise the PASER rating of the street in our Asset Management Plan. Unfortunately, there is a portion of the street that is heavily deteriorated down to the subbase, therefore Asphalt replacement will be necessary if chip sealing is to be beneficial.

ADMINISTRATIVE SUMMARY

- There is approximately a 50-foot area in Washington Street that needs to be repaved. As mentioned above, this is the result of a water issue that happened earlier in the spring. In order to achieve economies of scale we decided to add another area that needed to be repaved. Appian Way has been on our radar for maintenance work and it was determined to bid both areas out on the same Invitation to Bid (ITB).
- Originally, Appian Way was a chip seal project to help extend the life of the roadway. After evaluating its condition, we found the need for asphalt repair to get the benefit of the chip seal treatment. To get the most value for our dollar, Staff would like to repave approximately 250 feet of the road that has deteriorated to almost total failure of the road and road base. As this street has no residential housing and is all commercial, it would be a benefit to the existing businesses as well. If this portion can be re-asphalted, we would include all Appian Way in a new chip seal ITB for the Public Works, Water Plant and Wastewater Plant driveways.
- An ITB was published on the Michigan Intergovernmental Trade Network (MITN) website on July 26, 2023, using the bidding documents previously approved by the City Attorney.
- Sealed bids were opened on August 23, 2023, with nine bids being received. See bid results in the table.

2023 Asphalt Pavement Repairs - #ITB-DPW-23-05					
Contractor	Washington Street	Appian Way	Additional 22A Gravel (Per Ton)	Undercutting (Per Ton)	Base Bid Total
Allied Construction, Clarkston	\$10,800	\$55,125	\$45.50	\$73.50	\$65,925
Sommerset Paving, Whitmore Lake	\$20,000	\$52,500	\$30.00	\$60.00	\$72,500
ASI, Pontiac	\$21,200	\$49,800	\$45.00	\$75.00	\$71,000
Nagle Paving, Novi	\$19,390	\$56,890	\$55.00	\$65.00	\$76,280
BSI, Oxford	\$15,414	\$76,650	\$62.00	\$68.00	\$92,064
Capital Asphalt, Lansing	\$18,500	\$48,500	\$75.00	\$100.00	\$67,000
R&R Asphalt, Milford	\$17,750	\$49,500	\$45.00	\$70.00	\$67,250
Hutch Paving, Warren	\$23,910	\$43,910	\$45.00	\$80.50	\$67,820
Bowen Paving, Pontiac	\$11,250	\$71,250	\$50.00	\$60.00	\$82,500

- Allied Construction was the low bidder.
- All three references provided by Allied Construction were checked and all responses were favorable.

BUDGET INFORMATION

- The repair for Washington Street will be funded by the Capital Utilities Fund. While this was not a budgeted expense, after discussion with the Finance Director it was determined that \$10,800 plus the traditional 15 percent contingency is available through savings on current budgeted projects.
- The Appian Way repair was not initially a part of the 2023/2024 budget. There are budgeted funds for street maintenance such as Reclamite asphalt treatment, Spray Patch and crack sealing. Staff recommends using these funds for the Appian Way pavement repair. There is approximately \$138,000 in the current 2023/2024 budget for street maintenance. Staff are asking for \$55,125 of this for the pavement replacement on Appian Way with the traditional 15 percent contingency to cover unforeseen costs for gravel or base repairs. This leaves approximately \$74,600 for the aforementioned treatments or chip sealing.

RECOMMENDATION

Award the Washington and Appian Way Asphalt Repair contract to Allied Construction for an amount not to exceed \$76,000.

Prepared by: Marcel Goch, DPS Director

Elizabeth Gaines, Finance Director

- ☒ Within Budget (budget amendment not needed for transfer of funds, if approved)
- ☐ Budget Amendment Necessary and In Proper Form
- ☐ Other _____

Reviewed &

Approved by: Gretchen Gomolka, City Manager



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

September 7, 2023

SUBJECT: CONSIDER AWARDING THE CONTRACT FOR ROOF REPLACEMENT TO SAS HOME SERVICES IN AN AMOUNT NOT TO EXCEED \$58,400

BACKGROUND

- The roof of the west barn on the DPW site was installed in 2001 when the DPW building and garage were built. The middle barn building was installed around 2004 when four additional bay doors were added to the DPW garage.
- The Community Center roof is original to the building, which was built in 1999.
- The shingles on all three of these roofs are nearing their useful lives and showing signs of wear. Replacing the shingles and any plywood/sheathing underneath them now will avoid further damage to sheathing and save money on maintenance of the roofs as well as eliminate the chances of any large issues that could arise, causing damage to the inside of the buildings.

ADMINISTRATIVE SUMMARY

- An Invitation to Bid (ITB) was published on the Michigan Intergovernmental Trade Network (MITN) website on August 9, 2023, using the bidding documents previously approved by the City Attorney.
- Sealed bids were opened on Wednesday, July 26, 2023, and seven bids were received. See bid results below.

Contractor	Community Center	DPW Middle Barn	DPW West Barn	TOTAL	Sheathing Replacement
SAS Home Services	\$26,500	\$11,225	\$8,675	\$46,400	\$1.40/sq ft
Great Lakes Roofing	\$33,000	\$13,125	\$9,750	\$55,875	\$2.85/sq ft
Structure Tec	\$60,112.43	\$24,954.19	\$22,834.48	\$107,901	\$3.19/sq ft
Tree House Construction	\$31,450	\$11,900	\$9,350	\$52,700	\$2.00/sq ft
Source One	\$36,875	\$15,712	\$10,893	\$63,480	\$20/sq ft
Premier Builder, Inc.	\$30,068	\$13,432.80	\$10,335.60	\$53,836.40	\$2.00/sq ft
Weatherseal Home	\$30,360	\$13,133	\$10,042	\$53,535	\$2.50/sq ft

- SAS Home Services was the low bidder for all three locations, has the lowest price for sheathing replacement and a ten-year warranty on their workmanship.
- The three references provided were from municipalities where they have done work. All three were checked and each one said they would contract with SAS Home Services again.

- If the bid is awarded to SAS Home Services, the total for all three roofs would be \$46,400. Staff is recommending adding a contingency of \$12,000 to allow for any sheathing replacement or additional work that may be needed. This would bring the total requested amount to \$58,400.

BUDGET INFORMATION

- \$50,000 was approved in the 23/24 Fiscal Year CIP Budget to replace the roofs on the DPW storage barns. Additionally, \$40,000 was requested for the replacement of the Community Center roof; however, that request was not approved. In looking at the Community Center Building R&M account in the general fund budget, Staff noted there was \$9,000 remaining in the 22/23 budget so it was carried over into the 23/24 budget. The 23/24 budget for this account was approved for \$10,000, so the total available for the current budget year is \$19,000.
- This \$19,000 coupled with the \$50,000 budgeted for the DPW storage barns is enough to make the repairs to all three buildings. We will make the appropriate internal transfers between the Community Center and DPW accounts. Any The remaining budgeted funds will be available for any work that needs to be done there throughout the remainder of this fiscal year in the community center.

RECOMMENDATION

Award the contract for Roof Replacement to SAS Home Services in an amount not to exceed \$58,400.

Prepared by: Patty Thomas, Asst. to the DPS Director

Reviewed by: Brad Shrader, DPW Superintendent
March Goch, DPS Director

Elizabeth Gaines, Finance Director

- ☒ Within Budget
☐ Budget Amendment Necessary and In Proper Form
☐ Other _____

Reviewed &

Approved by: Gretchen Gomolka, City Manager



City of Brighton

REPORT FROM THE CITY MANAGER TO CITY COUNCIL

September 7, 2023

SUBJECT: **CONSIDER AWARDING A THREE-YEAR CONTRACT, WITH TWO OPTIONAL ONE-YEAR EXTENSIONS, FOR HVAC SERVICES AT THE WASTEWATER TREATMENT PLANT TO MILLER-BOLDT, INC.**

BACKGROUND

- In September 2019, City Council awarded a three-year contract, with an optional one-year extension to Miller-Boldt, Inc. for the maintenance of the Wastewater Treatment Plant's HVAC equipment. In September of 2022, Staff and Miller-Bolt agreed to extend this contract for one additional year.
- The contract, including the extension, will expire in September of 2023.

ADMINISTRATIVE SUMMARY

- DPS Staff published an Invitation to Bid (ITB) on Michigan Intergovernmental Trade Network (MITN) on July 10, 2023 for Wastewater Treatment Plant HVAC Maintenance services with the contract language approved by the City Attorney. The proposal is for a three-year contract, with two optional one-year extensions.
- A pre-bid meeting was held on July 26 to allow all interested bidders to review the WWTP's equipment. Miller-Boldt, Inc. was not in attendance at that meeting; however, due to their knowledge of our system for the past four years, Staff waived this requirement for them to attend.
- Sealed bids were opened on August 16, 2023. Five bids were received. See bid tab below:

BIDDER	BI-ANNUAL TOTAL	AIR FILTR MAINTENANCE	HOURLY WAGE	EMERGENCY/HOLIDAY WAGE	PARTS MARKUP
Miller-Boldt Inc	\$2,800.00	\$1,600.00	\$109.00	\$139.52/\$161.32	15%
Rolls Mechanical	\$3,348.50	\$2,300.00	\$89.00	\$133.50	20%
Allied Building	\$3,660.00	\$4,540.00	\$98.00	\$145.00	15%
Lyon Mechanical	\$3,780.00	\$3,280.00	\$144.00	\$280.00	5%
Detroit Boiler	\$5,792.00	\$18,244.00 *	\$105.00	\$157.00/\$210.00	10%

* Please see the attached "Bid Opening Sheet" showing that Detroit Boiler's cost for Air Filter Maintenance is \$4,561 per visit and there are 4 visits required, bringing their total annual bid amount to \$18,244.00

- The low bid for the bi-annual preventive maintenance and air filter maintenance was received from Miller-Boldt, Inc. for a total annual maintenance cost of \$4,400. The second lowest bidder was Rolls Mechanical at a cost of \$5,648.50 per year. Rolls Mechanical's hourly and holiday/emergency wages are lower than Miller-Boldt, however it would take 50 hours of maintenance before savings would be seen in selecting Rolls Mechanical. This is highly unlikely and has not happened historically.

- Historically, in addition to the routine maintenance, less than 25 hours per year are spent performing repairs to the HVAC system at the WWTP so Miller-Bolt, Inc. is the low bidder. Most repairs to this equipment is completed by Trane due to its proprietary software.
- Miller-Boldt Inc. served as our maintenance contractor for the last four years and is very familiar with the system and staff is pleased with the level of service that they provide.

BUDGET INFORMATION

- The cost for HVAC Service for the WWTP is included in the operating budget and there is sufficient funding to cover the estimated annual cost.

RECOMMENDATION

Award a three-year contract, with two optional one-year extensions, for HVAC services at the Wastewater Treatment Plant to Miller-Boldt Inc.

Prepared by: Corey Brooks, Deputy DPS Director

Reviewed by: Marcel Goch, DPS Director

Elizabeth Gaines, Finance Director

- ☒ Within Budget
- ☐ Budget Amendment Necessary and In Proper Form
- ☐ Other _____

Reviewed &

Approved by: Gretchen Gomolka, City Manager

Attachment: Bid Opening Sheet

BID OPENING
HVAC Services - Wastewater Treatment Plant - #ITB-WW-23-03
Wednesday, August 16, 2023 - 10:00 am

BIDDER	Preventative Maintenance (Cost Per Visit)	Air Filter Maintenance (Cost Per Visit)	Standard Hourly Wage (Cost Per Hour)	Emergency / Holiday Wage (Cost Per Hour)	Parts Mark Up (%)	1 orig. and 2 Copies
	2x/year	4x/year				
1 Miller-Boldt Inc. Clinton Twp	\$1,400.-	\$400.00	\$109.00	\$139.52/161.32	15%	2
2 Rolls Mechanical Fenton	\$1,474.25	\$575.00	\$89.00	\$133.50	20%	✓
3 Allied Bldg Detroit	\$1,830.00	\$1,135.00	\$98.00	\$145.00	15%	✓
4 Lyon Mechanical New Hudson	\$1,890.00	\$820.00	\$144.00	\$280.00	5%	✓
5 Detroit Boiler Detroit	\$2,896.-	\$4561.-	\$105.00	\$157.00/210.00	10%	✓
6						
7						
8						
9						
10						
11						
12						
OPEN/READ BY: Corey Brooks						
RECORDED/WITNESSED BY: Tara Brown						
DATE: 8/16/2023						