



**CITY COMMISSION
MEETING
September 4, 2012**



COMMISSION AGENDA

AGENDA
ADRIAN CITY COMMISSION
SEPTEMBER 4, 2012
7:00 PM

- I. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE TO THE FLAG
- II. ROLL CALL
- III. APPROVAL OF THE MINUTES OF THE AUGUST 20, 2012 REGULAR MEETING OF THE ADRIAN CITY COMMISSION
- IV. PRESENTATION OF ACCOUNTS
- V. PUBLIC COMMENT ON AGENDA ITEMS
- VI. REGULAR AGENDA
 - A. ORDINANCES
 - 1. **Ord. 12-005.** Introduction of an ordinance amendment to Section 90-2, to allow the City to prosecute MCLA 257.625(1)(c) (operating with a high B.A.C.) locally.
 - 2. **Ord. 12-006.** Introduction of an ordinance amendment to Section 58-12 to impose more specific regulations in regard to fireworks.
 - B. SPECIAL ORDERS
 - 1. **SO-1.** Public hearing for the consideration of comments regarding closing out the Farmer's Market Project Grant.
 - C. RESOLUTIONS
 - 1. **R12-104. Administration.** Resolution to close out the Farmer's Market Project Grant.
 - 2. **R12-105. Dial-A-Ride.** Resolution to approve a revised project authorization agreement with MDOT.
 - 3. **R12-106. Dial-A-Ride.** Resolution to approve a project authorization agreement for the purchase of a back-up generator.
 - 4. **R12-107. Community Development.** Resolution to set a public hearing for Monday, September 17, 2012 to hear and consider comments regarding applications for two Industrial Facilities Tax Exemption Certificates by Inteva Products.
 - 5. **R12-108. Engineering.** Resolution to approve a change order to the paving contract for work at the intersection of Main and Maumee (Four Corners Project) for additional concrete work and paving.

6. **R12-109. Administration.** Resolution to approve the sale of 307 and 309 College Avenue, and 238 and 250 Church Street to SIHB LLC.

VII. PUBLIC COMMENT

VIII. COMMISSIONERS COMMENTS



MINUTES

**MINUTES
ADRIAN CITY COMMISSION
AUGUST 20, 2012
7:00 P.M.**

Official proceedings of the August 20, 2012 regular meeting of the City Commission, Adrian, Michigan.

The regular meeting was opened with a moment of silence and the Pledge of Allegiance to the Flag.

PRESENT: Mayor DuMars and Commissioners Gallatin, Carrico, Warren, Jacobson, Faulhaber and Berryman Adams.

Mayor DuMars in the Chair.

Commissioner Faulhaber motioned to approve the minutes from the August 6, 2012 Commission meeting; seconded by Commissioner Jacobson, and the motion was carried by a unanimous vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher # 3660 through # 3666	\$113,247.94
General Fund Vouchers # 21059 through # 21076	\$307,391.85
Clearing Account Vouchers amounting to	<u>\$1,616,936.57</u>
TOTAL EXPENDITURES	<u>\$2,037,576.36</u>

On motion by Commissioner Carrico, seconded by Commissioner Jacobson, this resolution was adopted by a unanimous vote.

PUBLIC COMMENT

1. John Kuenzer of Inteva Products, LLC wanted to make sure there were no questions on their current IFTs as they soon be requesting another one as they continue expanding.
2. Joe Williams of United Bank and Trust thanked the Commission for the relationship they have enjoyed with the City through their handling of the Fee Estate.
3. Lisa Christie of 1st Federal and Scott Savage of SJS Consulting thanked the Commission for their consideration of their proposal to become trustees of the Fee Estate.

COMMUNICATIONS

C-1. FINANCE – City of Adrian FY2011-12 Year-End Unaudited Financial Report.

C-2. COMMUNITY DEVELOPMENT – Communication from John Kuenzer of Inteva Products regarding the Inteva IFT reporting requirement.

CONSENT AGENDA

CR12-047

RE: CITY COMMISSION – Change in Commission Meeting Date

WHEREAS, the Charter of the City of Adrian requires that regular meeting times be established by City Commission resolution; and

WHEREAS, the regular meeting scheduled for Monday, September 3, 2012 occurs on a day City Hall is closed in observance of Labor Day; and

NOW, THEREFORE, BE IT RESOLVED that said regular meeting will be held on Tuesday, September 4, 2012 at 7:00 p.m. in the City Chambers Building located at 159 E. Maumee St., Adrian, MI.

CR12-048

RE: CDBG – FARMERS MARKET PROJECT GRANT – Set Public Hearing prior to formal grant close out.

WHEREAS, the City Of Adrian received from the Michigan Economic Development Corporation a Farm to Food Grant under the Michigan Community Development Block Grant (CDBG) Program (Project No. MSC 210012-FMK); and

WHEREAS, the City of Adrian is preparing to close out this grant; and

WHEREAS, the Grantee is required to hold at least one public hearing after the grant award and prior to the formal grant close out;

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby authorizes the scheduling of a public hearing on MSC 210012-FMK Farm to Food Grant received from the MEDC for Tuesday, September 4, 2012, 7:00 p.m. in the City Chambers Building to receive comments prior to the grant close out.

On motion by Commissioner Carrico, seconded by Commissioner Berryman Adams, Consent Agenda resolutions CR12-047 and CR12-048 were adopted by a unanimous vote.

REGULAR AGENDA

ORDINANCES

Ordinance 12-003. Introduction of an ordinance to amend Article II-Definitions, Article XVII – WH Warehouse and Wholesale District and Article XXI – I-2 General Industrial District of the Zoning/Development Regulations.

Ordinance 12-004. Introduction of an ordinance to amend Article II – Definitions, Article XIV – B-2 Community Business, Article XV – B-3 Central Business District, Article XIX – I-1 Light Industrial District of the Zoning/Development Regulations.

RESOLUTIONS

R12-096

OPTION I

RE: ADMINISTRATION –Authorize the sale of 238 and 250 Church Street, and 307 and 309 College Avenue and to Hops on College LLC.

WHEREAS, the City has received proposals to sell lots commonly known as 238 and 250 Church Street, and 307 and 309 College Avenue; and

WHEREAS, the City has no current or projected use of these parcels, and has thoroughly considered said proposals.

NOW, THEREFORE, BE IT RESOLVED, that the proposal of Hops on College LLC, is hereby accepted subject to the agreement of the following terms and conditions:

1. Conveyance by quit claim deed.
2. Property to be accepted in its current "AS IS" condition.
3. Any title insurance or survey cost shall be the responsibility of the purchaser.
4. The minimum investment of \$150,000 shall be made by December 31, 2013.
5. All taxes and utility costs shall be timely paid and kept current.
6. If the above conditions are not met, the purchaser shall agree to re-convey the property to the City at no cost with the property to be free and clear of encumbrances. All improvements made to the property shall be owned by the City.

BE IT FURTHER RESOLVED that in the event the terms and conditions are accepted, the Mayor and City Clerk shall execute all documents necessary to close said transaction.

OPTION II

RE: ADMINISTRATION –Authorize the sale of 238 and 250 Church Street, and 307 and 309 College Avenue to SIHB, LLC.

WHEREAS, the City has received proposals to sell lots commonly known as 238 and 250 Church Street, and 307 and 309 College Avenue; and

WHEREAS, the City has no current or projected use of these parcels, and has thoroughly considered said proposals.

NOW, THEREFORE, BE IT RESOLVED, that the proposal of SIHB, LLC, is hereby accepted subject to the agreement of the following terms and conditions:

7. Conveyance by quit claim deed.
8. Property to be accepted in its current "AS IS" condition.
9. Any title insurance or survey cost shall be the responsibility of the purchaser.
10. The roof shall be replaced with all mechanical, plumbing, electrical and building codes to be brought up to current code standards by December 31, 2013.
11. All taxes and utility costs shall be timely paid and kept current.

12. If the above conditions are not met, the purchaser shall agree to re-convey the property to the City at no cost with the property to be free and clear of encumbrances. All improvements made to the property shall be owned by the City.

BE IT FURTHER RESOLVED that in the event the terms and conditions are accepted, the Mayor and City Clerk shall execute all documents necessary to close said transaction.

Commissioner Jacobson motioned to table the resolution until the next Commission meeting; seconded by Commissioner Gallatin. Jim Koehn, who proposed Option I, requested to speak and stated that he was withdrawing Option I. After some discussion between the Commission, the motion remained to table this until the next Commission meeting.

On motion by Commissioner Jacobson, seconded by Commissioner Gallatin, this resolution was tabled until the next Commission meeting by a 4-3-0 vote.

Yays: Commissioners Warren, Jacobson, Faulhaber, and Berryman Adams

Nays: Mayor DuMars and Commissioners Gallatin and Carrico

Abstained: None

RESOLUTION R12-097

RE: POLICE DEPARTMENT –Acquisition of New World Software System through Lenawee County Consortium

WHEREAS the Adrian Police Department for the past four (4) years has utilized CORE software for its records management system (RMS), which has an annual system maintenance cost of \$7,955; and

WHEREAS the acquisition of the CORE system and several previous RMS software systems was dictated by affordability considerations, that sacrificed functional integration, information accessibility and information sharing, all of which was available from New World at an estimated cost of \$152,000, if acquired on a stand-alone basis; and

WHEREAS the County of Lenawee has recently invested \$1.5 million in a records management system from New World Systems and invited local units to join a consortium of users to significantly reduce the cost to each law enforcement agency; and

WHEREAS, by partnering with other agencies, the initial cost is \$35,950, with annual maintenance cost of \$5,184, detailed as follows:

Module	Price Per Unit	Number of Units	Total Price	Total SSMA
RMS	1,000	13	\$13,000	\$2,496
Field Reporting	1,200	14	\$16,800	\$2,688
Barcoding Kit	3,750	1	\$3,750	\$0
Barcode Install			\$2,400	\$0
TOTAL			\$35,950	\$5,184

WHEREAS the Finance Director indicates that, due to the timing of the opportunity, the funding of RMS software was not contemplated in the FY2012-16 Capital Improvement Program or the FY2012-13 Capital Budget and, therefore, recommends utilizing Information Technology Fund Unreserved/Unassigned Fund Balance (661-0000.00-390.000) for this purpose; and

WHEREAS the Police Chief, IT Director and City Administrator recommend that the City of Adrian accept the Lenawee County invitation to join the law enforcement consortium to acquire the New World Records Management System at a cost not to exceed \$35,950, with annual systems maintenance costs not to exceed \$5,184, and that appropriate amendments be made to the FY2012-13 Budget.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes acceptance of the Lenawee County invitation to join the law enforcement consortium to acquire the New World Records Management System at a cost not to exceed \$35,950, with annual systems maintenance costs not to exceed \$5,184.

BE IT FURTHER RESOLVED that \$35,950 be appropriated from Information Technology Fund Unreserved/Unassigned Fund Balance (661-0000.00-390.000) for this purpose and that the FY2012-13 Budget be amended as follows:

Information Technology Fund (661)

Revenue:	<u>Amount</u>
(661-000.00-697.000) Prior Years' Revenue	\$35,950
Expenditures:	
(661-290.00-811.000) Contract services – Computer Software	<u>35,950</u>
Total	<u>\$ -0-</u>

On motion by Commissioner Faulhaber, seconded by Commissioner Jacobson, this amended resolution was adopted by a unanimous vote.

RESOLUTION R12-098

RE: POLICE DEPARTMENT –Use of Mobile Patrol Computers and Services from Lenawee County Mobile Computing Program

WHEREAS, the Lenawee County IT Department has offered the Adrian Police Department an opportunity to use mobile patrol computers and services at a flat annual rate, which includes maintenance and replacement services; and

WHEREAS, the mobile computing system allows for Computer Aided Dispatch, LEIN connections, E-CRASH (electronic accident reporting), and E-TICKET (citations transmitted electronically to the court and printed within the vehicle); and

WHEREAS, the mobile system is a partner to the in-office New World system that the City Administrator, Chief of Police, and IT Director have recommended purchase of; and

WHEREAS, the cost to join the program, which includes outfitting the police department's fleet of 8 marked units is \$1382.00 per unit, or \$11,056.00 annually. The billing for this program is scheduled to begin at the start of the next fiscal year.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the City Administrator and Chief of Police to accept the offer of the Lenawee County IT Department to use mobile patrol computers and services.

On motion by Commissioner Carrico, seconded by Commissioner Berryman Adams, this resolution was adopted by a unanimous vote.

RESOLUTION R12-099

RE: ENGINEERING– Close downtown streets and parking areas to facilitate Winter Street Rally on September 7th & 8th 2012

WHEREAS, THE ORGANIZERS OF THE Winter Street Rally have applied to close Winter Street from W. Maumee to Church, Pearl Street from Winter to College, and parking lots adjacent to Winter Street between W. Maumee and Church from 11:00pm on Thursday September 7th until 1:00am on Sunday, September 9th; and

WHEREAS, the City Engineer has denied the portion of the request to close Winter Street due to the closure of Main Street for the reconstruction of the intersection at Main and Maumee which will occur at the same time; and

WHEREAS, the applicant has appealed this decision and is supported by the Downtown Development Director.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby (authorizes/does not authorize) the closure of Winter Street from W. Maumee to Church; Pearl Street from Winter to College, and the parking lots behind the south and west downtown four block buildings - adjacent to Winter Street between W. Maumee and Church. This closure to commence at 11pm on Thursday, September 7th and to be cleared no later than 1am on Sunday September 9th subject to the requirements for access from the Fire Department and Police Department.

Due to the closure at the 4 corners downtown, the Commission stipulated that the closure could take place provided that the 4 corners is opened and the work completed.

On motion by Commissioner Faulhaber, seconded by Commissioner Carrico, this resolution to approve closure providing the 4 corners intersection is opened, was adopted by a unanimous vote.

RESOLUTION R12-100

RE: ENGINEERING– Close a Portion of State Street on September 15, 2012 at the Request of the Pentecostal Church of God

WHEREAS, the City of Adrian has received from the Pentecostal Church of God a request to close a portion of State Street on September 15, 2012 from 11:00am to 7:00pm for a street party; and

WHEREAS, the City Engineer has denied the request due to the residential area and alternative areas available; and

WHEREAS, the City has denied these types of requests in the past per policy as the event could be held in Park locations in town to avoid the street closure; and

WHEREAS, the applicant has filed the attached appeal to this decision per City policy.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby (authorizes/does not authorize) the closure of the portion of State Street adjacent to the Pentecostal Church on September 15, 2012 from 11:00am to 7:00pm. This closure to commence at 11am on Saturday, September 15th and to be cleared no later than 7pm on Saturday, September 15th subject to the requirements for access from the Fire Department and Police Department.

Some Commission members did not wish to approve street closures as it is against City Policy. This is something they will need to revisit in order to be consistent.

On motion by Commissioner Berryman Adams, seconded by Commissioner Jacobson, this resolution to approve the closure was adopted by a 4-3-0 vote.

Yays: Mayor Dumars and Commissioners Jacobson, Carrico, & Berryman Adams

Nays: Commissioners Gallatin, Warren, and Faulhaber

Abstained: None

RESOLUTION R12-101

RE: CITY COMMISSION – Proposal of First Federal Bank to become Trustee of the Harriett Kimball Fee Estate

WHEREAS, a proposal has been made to the City Commission by First Federal Bank to become trustee of the Harriett Kimball Fee Estate; and

WHEREAS, the City Commission has heard presentations of First Federal Bank, and a similar presentation from current trustee United Bank and Trust; and

WHEREAS, an analysis of First Federal Bank has been prepared by the Finance Director, and a separate analysis from the Assistant Finance Director.

NOW, THEREFORE, BE IT RESOLVED that the proposal from First Federal Bank to succeed United Bank and Trust as trustee of the Harriett Kimball Fee Estate is hereby (accepted/declined).

On motion by Commissioner Jacobson, seconded by Commissioner Warren, this resolution was declined by a unanimous vote.

RESOLUTION R12-102

RE: DEPARTMENT OF PARKS & RECREATION –Comstock Park Retaining Wall Replacement Project-Construction and Engineering Oversight Contracts

WHEREAS the Adrian City Commission, by Resolution # R12-017 dated February 20, 2012, authorized the Parks & Recreation Department to contract for Engineering Design and related professional services from ROWE Professional Services Co., Flint, MI at a cost of \$29,815 for purposes of preparing design specifications for the Comstock Park Retaining Wall Replacement Project; and

WHEREAS, utilizing the resultant design specifications, the Department of Parks & Recreation, in conjunction with the City of Adrian Purchasing Office, solicited and received three (3) sealed bid proposals on Thursday, July 26, 2012 for construction of the Comstock Park retaining wall replacement project, with the following results:

<u>Firm</u>	<u>Location</u>	<u>Amount</u>
L J Construction Company	Clifford, MI	\$644,585
E T MacKenzie Company	Grand Ledge, MI	\$686,595
Anlaan Corporation	Ferrysburg, MI	\$813,475; and

WHEREAS an administrative committee composed of the Parks & Forestry Superintendent, City Engineer, Utilities Director, together with the City Administrator and Finance Director, reviewed the proposals and recommend selection of the low bidder, L J Construction Company, Clifford, MI and engagement in the City's Standard Professional Services Contract for the purposes of constructing the Comstock Park Retaining Wall Replacement Project at a cost not to exceed \$644,585.

WHEREAS the Finance Director indicates that \$500,000 was contemplated for this project in the FY2012-13 Fee Estate Capital Budget and that the aforementioned estimated cost, together with the \$28,500 for Construction Engineering Oversight, exceed appropriated resources by \$116,085; and

WHEREAS the Finance Director, with the concurrence of the Parks & Forestry Superintendent, recommends utilizing Fee Estate funds from the following sources to cover the aforementioned shortfall:

<u>Item</u>	<u>Amount</u>
Postpone Trestle Park Tie Wall Project	\$ 35,000
Postpone Parking Lot Transfer	25,000
Postpone one-half Park Furnishings (Pic-Nick Tables and Trash Receptacles)	5,000
Allocate Balance from Fee Estate Undistributed Income	<u>51,085</u>
	<u>\$116,085</u>

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission by this resolution hereby accepts the low bid and authorizes the Parks & Recreation Department to engage L J Construction Company, Clifford, MI in the City's Standard Professional Services Contract for the purposes of constructing the Comstock Park Retaining Wall Replacement Project at a cost not to exceed \$644,585.

BE IT FURTHER RESOLVED that \$51,085 be appropriated from Fee Estate Undistributed Income and that the FY2012-13 Budget be amended as follows:

Fee Estate Fund (205)

Revenue:

(205-000.00-675.076)	Donations-Private-Fee Estate	\$51,085
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Expenditures:

(205-699.00975.000)	Fee Estate-Capital Improvements	\$56,085
(205-699.00977.000)	Fee Estate-Capital Equipment	<u>(5,000)</u>
	Total Expenditures	<u>\$51,085</u>

On motion by Commissioner Carrico, seconded by Commissioner Warren, this resolution was adopted by a unanimous vote.

RESOLUTION R12-103

RE: DEPARTMENT OF PUBLIC WORKS – ASPHALT PAVING PROGRAM FOR 2012

WHEREAS, on behalf of the Department of Public Works, the City of Adrian Purchasing Office has solicited and received bids on Tuesday, August 14 for the 2012 construction season for (Part A) Milling and Resurfacing Auborne Road (Extents), Huntington Drive (Extents) and Erie Street from Division to Locust, and (Part B) paving and grading of three (3) alleys, and (Part C) paving Riverside Park Parking Lot; and

WHEREAS, in response to a Request-for-Proposal, a total of seven (7) bids were received from the following vendors (specific details are provided in the attached cover memo):

<u>Vendor</u>	<u>Location</u>
Belson Asphalt	Reading, MI
Gerken Paving	Napoleon, OH
Slusarski Excavating and Paving	Adrian, MI
Quality Paving	Homer, MI
Atlas Paving	Toledo, OH
Michigan Paving	Jackson, MI
American Asphalt	Lansing, MI; and

WHEREAS the City Engineer and City Administrator recommend selection of the low bidder for each part and distribution of the work among the following two (2) vendors, cost and account distribution:

Part A - Slusarski Excavating and Paving	Adrian, MI
Cost: \$ 87,805.00	(Account 203-451.10-801.203) Local Street Fund
Part B – Quality Asphalt	Homer, MI
Cost: \$21,553.00	(Account 203-451.80-801.203) Local Street Fund
Part C - Quality Asphalt	Homer, MI
Cost: \$16,738.50	(Account 101-697.00-975.000) General Fund- Parks & Forestry Division; and

WHEREAS the Finance Director has verified compliance with the Local Preference Policy and indicates that sufficient funds are available for this purpose, as detailed above, for a total cost estimated at \$126,096.50.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance of the low bids and engagement of Slusarski Excavating and Paving, Adrian, MI (Part A - \$87,805.00), and Quality Asphalt, Homer, MI (Parts B, & C - \$21,553.00 and \$16,738.50, respectively) in the City's Standard Professional Services Contract to provide asphalt paving for the aforementioned streets, alleys and parking lot, at a cost estimated at \$126,096.50.

On motion by Commissioner Berryman Adams, seconded by Commissioner Jacobson, this resolution was adopted by a unanimous vote.

MISCELLANEOUS

1. Adrian Fire Department Report.
2. D.A.R.T. Passenger Ridership Report.
3. Departmental Report
4. Planning Commission Minutes.
5. Zoning Board of Appeals Minutes.

PUBLIC COMMENTS

1. Steve Rosales – El Chaps Restaurant – requested to meet with Kristin and Dane to go over his parking lot. They will set up a time.

COMMISSIONER COMMENTS

1. Commissioner Jacobson thanked Kristin Bauer for her patience with the street closure issues.
2. Commissioner Faulhaber was concerned about the number of streets in the City that are overgrown with weeds.

The next regular meeting of the Adrian City Commission will be held on Tuesday, September 4, 2012 at 7:00 p.m. in the City Chambers Building, 159 E. Maumee St, Adrian, MI 49221.

Greg DuMars
Mayor

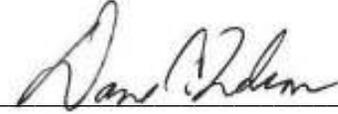
Pat Baker
City Clerk



CHECK REGISTER

September 4, 2012

I have examined the attached vouchers and recommend approval of them for payment.



Dane C. Nelson
City Administrator

DCN:mlD

RESOLVED, that disbursements be and they are hereby authorized for warrants directed to be drawn on the City Treasurer for the following:

Utility Department Vouchers	
Vouchers # 3667 through # 3669	\$111,674.59
General Fund	
Vouchers # 21077 through # 21086	\$260,850.37
Clearing Account Vouchers	
amounting to.....	<u>\$396,540.51</u>
TOTAL EXPENDITURES	<u>\$769,065.47</u>

On motion by Commissioner _____, seconded by
Commissioner _____, this resolution was _____
by a _____ vote.

SEPT. 4, 2012

**UTILITIES FUND
CHECK REGISTER**

CHECK#	AMOUNT	PAYEE	DESCRIPTION
3667	\$63,193.40	City of Adrian Payroll	Payroll Aug.17
3668	\$1,436,902.27	City of Adrian Clearing	Check Register Aug. 20
3669	\$48,481.19	Consumers Energy	Various Electric Bills
	\$1,548,576.86		
	-\$1,436,902.27	CK 3668 Clearing	
	\$111,674.59	TOTAL	

SEPTEMBER 4, 2012

SEPT. 4, 2012

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
21077	\$ 220,328.80	City of Adrian Payroll	Payroll Aug 17
21078	\$ 16,238.24	First Federal Bank	Soc. Sec. Aug 17 Payroll
21079	\$ 5.10	Jennifer Fox	Refund-Recycle
21080	\$ 126,691.25	City of Adrian Clearing	Aug 20 Check Register
21081	\$ 307.50	Christy Pino	Recreation Refund
21082	\$ 45.00	Albert Montecinos	Recreation Refund
21083	\$ 3,547.37	Quick Service Transportation	Payroll w/e Aug 18
21084	\$ -	City of Adrian Utilities	EFT Transfer
21085	\$ 310.00	Consumers Energy	Electric Bill
21086	\$ 20,068.36	Consumers Energy	Various Electric Bills

\$ 387,541.62

\$ (126,691.25) Less: CK# 21080

\$ 260,850.37

SEPTEMBER 4, 2012

EXP CHECK RUN DATES 09/04/2012 - 09/04/2012
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ERIC ADAMS	34.96		
2. ADRIAN AREA CHAMBER OF COMMERCE	60.00		
3. ADRIAN COMMUNICATIONS	87.25		
4. ADRIAN MECHANICAL SERVICES CO	7,770.73		
5. ADRIAN PAINTERS SUPPLY & EQUIPMENT	49.68		
6. AMERICAN LIBRARY ASSOC	224.95		
7. APPLE MAT RENTAL	210.10		
8. AQUA-LINE, INC.	528.60		
9. ARCH WIRELESS	35.20		
10. ARCHBOLD EQUIPMENT CO	584.12		
11. AUTO ZONE COMMERCIAL	104.11		
12. BADER & SONS CO	98.36		
13. BAKER & TAYLOR BOOKS	54.12		
14. BARRETT'S GARDEN CENTER, INC	30.74		
15. GREG BELL CHEVROLET CADILLAC INC	19.95		
16. BILL'S SERVICE, INC.	288.31		
17. BLACK SWAMP EQUIPMENT	352.70		
18. BOOK OF THE MONTH CLUB	40.04		
19. BUCK & KNOBBY EQUIP CO INC	255.75		
20. BWI	97.15		
21. CITY OF ADRIAN	37.36		
22. CITY OF ADRIAN	114.60		
23. CLEGG ELECTRIC INC.	755.00		
24. COAST TO COAST DELI	78.81		
25. COCA-COLA BTLG CO OF MICHIGAN	349.68		
26. CODE OFFICIALS CONFERENCE	225.00		
27. COMPUTER CARE COMPANY, INC.	229.85		
28. CONTINENTAL CARBONIC PRODUCTS INC	666.50		
29. CUTLER DICKERSON CO	128.42		
30. THE DAILY TELEGRAM	2,644.43		
31. DIGITAL ALLY, INC,	420.00		
32. DOAN COMPANIES	306.00		
33. GREG DUMARS	256.02		
34. E & B SALVAGE LLC	81.20		
35. ELMORE, CAROLYN	42.27		
36. ENVIRONMENTAL RESOURCE ASSOCIATES	274.11		
37. FASTENAL COMPANY	201.70		
38. FEDERAL EXPRESS	135.04		
39. FIRSTLAB	17.95		
40. WALTER FISCHOFF	25.25		
41. FOSTER SWIFT COLLINS & SMITH	1,696.00		
42. GALE	110.98		
43. GALLANT & SON	148.58		
44. GALL'S INC	88.98		
45. GOODREMONT'S INC	89.54		
46. GORDON FOOD SERVICE	17.50		
47. GREAT LAKES BOOK DISTRIB	19.94		
48. GS MATERIALS	2,199.71		
49. HASSELBRING CLARK CO.	767.00		

EXP CHECK RUN DATES 09/04/2012 - 09/04/2012
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Claimant	Amount Claimed	Amount Owed	Amount Rejected
50. GIL HEBARD GUNS	32.40		
51. HME INC.	302.88		
52. HUBBARD'S AUTO CENTER INC	55.78		
53. I.T. RIGHT	371.25		
54. INGRAM LIBRARY SERVICES	52.04		
55. J & B MEDICAL SUPPLY	221.00		
56. JOHN DEERE LANDSCAPES	475.20		
57. KEMIRA WATER SOLUTIONS INC	3,574.81		
58. KIMBALL MIDWEST	415.36		
59. BRENT KUBALEK	61.96		
60. LEGACY PRINTING	54.35		
61. LENAWEE TIRE & SUPPLY CO, INC.	722.32		
62. LEWIS AUTO TRIM	370.00		
63. LONG'S OUTDOOR POWER	59.97		
64. MANPOWER OF LANSING MI INC.	1,228.50		
65. MASUNE FIRST AID & SAFETY	149.60		
66. MCGOWAN ELECTRIC SUPPLY INC	85.97		
67. MICH MUNICIPAL LIABILITY	209,974.00		
68. MICHIGAN LIBRARY ASSOC	325.00		
69. MICHIGAN METER TECHNOLOGY GROUP INC	9,450.00		
70. MICHIGAN MUNICIPAL LEAGUE	1,800.00		
71. MICHIGAN MUNICIPAL WORKER'S	37,633.00		
72. STATE OF MICHIGAN	740.00		
73. MICROMARKETING LLC	2,288.60		
74. MIDWEST GAS INSTRUMENT SERVICE	284.05		
75. MIDWEST TAPE	73.66		
76. NORTH EASTERN UNIFORMS & EQUIPMENT	19.99		
77. PARAGON LABORATORIES INC	1,240.00		
78. PEERLESS SUPPLY INC	517.98		
79. PIONEER MANUFACTURING CO.	500.00		
80. PLATINUM PLUS	2,982.72		
81. PRESORT SERVICES INC	564.85		
82. PURCHASE POWER	3,500.00		
83. QUICK SERVICE TRANSPORTATION	13,844.04		
84. QUILL CORPORATION	222.47		
85. RAISIN TOWNSHIP	1,743.00		
86. RED PAINT PRINTING LLC	233.50		
87. JAMESON REED	100.00		
88. JEFFREY REJC	26.69		
89. ROBERT'S FLOORS CO.	1,320.00		
90. SAFARILAND LLC	100.00		
91. SAFEWAY MOVING & STORAGE	245.00		
92. SIEMENS INDUSTRIES, INC	698.00		
93. SIGNATURE FORD	23,046.00		
94. STAPLES CREDIT PLAN	57.98		
95. STEVENS DISPOSAL	39,831.96		
96. STEVENSON LUMBER, INC.	77.84		
97. SUPERIOR UNIFORM SALES INC.	32.09		

EXP CHECK RUN DATES 09/04/2012 - 09/04/2012
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Claimant	Amount Claimed	Amount Owed	Amount Rejected
98. TASTE OF HOME	30.98		
99. T-J ROOFING & SHEET METAL, LLC	125.00		
100. T-MOBILE	29.99		
101. JOEL TOBIAS	252.00		
102. TRACTOR SUPPLY COMPANY	359.34		
103. ULOTH FARMS & GREENHOUSE	375.00		
104. UTILITIES REDUCTION SPECIALISTS INC	149.04		
105. WEISKOPF INDUSTRIES CORP	1,103.50		
106. WEST GROUP PAYMENT CENTER	386.50		
107. WEST GROUP PAYMENT CENTER	404.31		
108. WESTERN LIME CORPORATION	5,282.64		
109. WHITCHER PLUMBING & HEATING	180.99		
110. WILLIAMS & WORKS	2,938.17		
111. WOLF CREEK GOLF CLUB	163.00		
TOTAL ALL CLAIMS	396,540.51		



REGULAR AGENDA

MEMO

TO: DANE C. NELSON

FROM: SARAH K. OSBURN

DATE: August 29, 2012

Re: Operating With a High BAC

MCLA 257.625 was amended in 2010 to allow enhanced penalties for individuals operating a motor vehicle with a blood alcohol content of .17 or higher. The enhanced penalties include possible jail time of up to 180 days and fines up to \$700. As Home Rule Cities are limited to prosecuting ordinance violations with penalties of up to 93 days in jail and fines not to exceed \$500, all charges of Operating with a High BAC have been sent to the County Prosecutor for prosecution.

On February 15, 2012 new legislation was enacted amending the Home Rule City Act to allow local government to adopt the super drunk legislation by reference. However, the amendment requires that the adopting ordinance specifically state that a violation of the ordinance is punishable by one or more of the following:

1. Community service for not more than 360 hours
2. Imprisonment for not more than 180 days
3. A fine of not less than \$200 or more than \$700

I have prepared an amendment to the City ordinance. This will amendment will allow the City to prosecute this offense locally rather than sending it to the County Prosecutor's office.

Thank you,

Sarah Osburn

ORDINANCE 12-005

AN ORDINANCE TO AMEND CHAPTER 90, SEC. 90-2, ARTICLE II, DIVISION 2, OF THE ADRIAN CITY CODE.

The City of Adrian Ordains:

Sec. 90-2. Michigan Vehicle Code Adopted.

- (a) The Michigan Vehicle Code (MCL 257.1 et seq.) is adopted by reference and as it may be amended from time to time. The penalties and procedures prescribed pursuant to the Michigan Vehicle Code are applicable to violations of such code occurring in the City.
- (b) **A Violation of MCLA 257.625(1)(c) is a misdemeanor punishable by one or more of the following:**
 - (1) **Community service for not more than 360 hours.**
 - (2) **Imprisonment for not more than 180 days.**
 - (3) **A fine of not less than \$200 or more than \$700.**

INTRODUCTIONSeptember 4, 2012

SUMMARY PUBLISHED

ADOPTION

COMPLETE PUBLICATION

EFFECTIVE DATE.....

On motion by Commissioner _____, seconded by Commissioner _____, this Ordinance was adopted by a unanimous vote.

Greg DuMars
Mayor

Pat Baker
City Clerk

MEMO



DATE: August 31, 2012

TO: Hon. Mayor DuMars and City Commission

FROM: Dane C. Nelson, City Administrator

SUBJECT: Ordinance Amendment - Fireworks

As you are aware, the legislature adopted sweeping changes to the state fireworks law. Essentially, the state law overwrites local government control and allows more powerful fireworks to be sold and gives individuals the right to use them the day before, the day of, and the day after 10 federal holidays. While one could argue that this makes sense for July 4th and possibly New Years holidays, it is hard to imagine how our legislators determined to allow such fireworks on religious holidays such as Christmas. This past July 4th, cities throughout the state had numerous problems with this law, which were reported to the legislature and governor's office. I contacted Senator Caswell and received no response, Representative Jenkins did respond but has taken no action to address the problems that were set forth. As such, I would like to amend our fireworks ordinance as much as we can to minimize the impact of this ill thought out legislation. While the state receives more money for this new law, the affected local governments have not been the beneficiaries of new funds.

The main changes are to recognize the new state law, but limits the use of fireworks to only days allowed in the state law. In addition, the proposed ordinance does not allow minors or individuals who are drinking alcohol to shoot off the fireworks. This is about all that local governments can do at this point. Hopefully, the state will do something to further minimize the impact of this legislation.

Respectfully Submitted,

Dane C. Nelson

DCN:mld

ORDINANCE 12-006

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF ADRIAN, SECTION 58-12, OF CHAPTER 58, FIREWORKS.

Section 58-12 of Chapter 58 of the Adrian Code is hereby amended to read as follows:

58-12 Fireworks:

~~No person shall fire, discharge, display or possess any fireworks, except of the type and under the conditions permitted by chapter XXXIX of the Michigan Penal Code (MCL 750.243a et seq.).~~

A. Definitions.

Consumer fireworks means fireworks devices that are designed to produce visible effects by combustion, that are required to comply with the construction, chemical composition, and labeling regulations promulgated by the United States consumer product safety commission under 16 CFR parts 1500 and 1507, and that are listed in APA standard 87-1, 3.1.2, 3.1.3, or 3.5. Consumer fireworks do not include low-impact fireworks.

Display fireworks means large fireworks devices that are explosive materials intended for use in fireworks displays and designed to produce visible or audible effects by combustion, deflagration, or detonation, as provided in 27 CFR 555.11, 49 CFR 172, and APA standard 87-1, 4.1.

Firework or fireworks means any composition or device, except for a starting pistol, a flare gun, or a flare, designated for the purpose of producing a visible or audible effect by combustion, deflagration, or detonation. Fireworks consist of consumer fireworks, low-impact fireworks, articles pyrotechnic, display fireworks, and special effects.

Low-impact fireworks means ground and handheld sparkling devices as that phrase is defined under APA standard 87-1, 3.1, 3.1.1.1 to 3.1.18, and 3.5.

Novelties means that term as defined under APA standard 87-1, 3.2, 3.2.1, 3.2.2, 3.2.3, 3.2.4, and 3.2.5 and all of the following:

- (i) Toy plastic or paper caps for toy pistols in sheets, strips, rolls, or individual caps containing not more than .25 of a grain of explosive content per cap, in packages labeled to indicate the maximum explosive content per cap.
- (ii) Toy pistols, toy cannons, toy canes, toy trick noisemakers, and toy guns in which toy caps as described in subparagraph (i) are used, that are constructed so that the hand cannot come in contact with the cap when in place for the explosion, and that are not designed to break apart or be separated so as to form a missile by the explosion.
- (iii) Flitter sparklers in paper tubes not exceeding 1/8 inch in diameter.

B. Prohibition on use of consumer fireworks.

- 1. No person shall ignite, discharge or use consumer fireworks within the city, except this prohibition shall not preclude any person from the ignition, discharge and use of consumer fireworks on the day preceding, the day of, or the day after a national holiday consistent with Sec. 7(2) of Public Act 256 of 2011.**
- 2. No Person shall ignite, discharge or use consumer fireworks within the city while under the influence of alcohol, a controlled substance, or a combination of alcohol and a controlled substance at any time.**
- 3. No person under the age of 18 shall ignite, discharge or use consumer fireworks within the city at any time.**

C. Enforcement.

The Fire Chief, his designees and sworn law enforcement officers are authorized to enforce the provisions of this ordinance.

INTRODUCTION..... September 4, 2012

SUMMARY PUBLISHED.....

ADOPTION.....

COMPLETE PUBLICATION.....

EFFECTIVE DATE.....

On motion by Commissioner _____, seconded by
Commissioner _____, this Ordinance was _____ by a
_____ vote.

SO-1

September 4, 2012

SPECIAL ORDER

The Mayor called for the hearing and consideration of comments regarding closing out the Farmer's Market Project Grant.

Discussion

When the Mayor call for final objections _____

and he declared the hearing closed.

RESOLUTION

RE: FORMAL GRANT CLOSE OUT of the CDBG Farmers Market Project Grant

WHEREAS, the City Of Adrian received from the Michigan Economic Development Corporation a Farm to Food Grant under the Michigan Community Development Block Grant (CDBG) Program (Project No. MSC 210012-FMK); and

WHEREAS, the City of Adrian held a public hearing prior to the grant close out; and

WHEREAS, the Grantee is required to submit a formal grant close out;

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby authorizes the formal close out of the MSC 210012-FMK Farm to Food Grant.

On motion by Commissioner _____, seconded by Commissioner
_____ this resolution was _____ by a _____ vote.

CITY OF ADRIAN
DIAL-A-RIDE
135 East Maumee Street
Adrian, MI 49221
517 264 4849 Fax 517 264 8016

TO: City Administrator Dane Nelson
Mayor Greg DuMars
City of Adrian Commissioners
FROM: Marcia Bohannon, Transportation Coordinator
RE: Agreement 2012-0027, Authorization P1/R1

The attached REVISED Project Authorization from FY 2012 Section 5311 Operating is to increase the federal operating assistance funds by \$13,514. This will increase the funds to a total of \$76,785 based on 18.5% of the estimated eligible costs.

The maximum amount to be paid will not exceed 18.5% of the audited costs and if funds are insufficient to reimburse at 18.5% of audited costs, a new reimbursement percentage will be calculated.

RE: DIAL-A-RIDE – Approval of REVISED Agreement No. 2012-0027.

RESOLUTION

WHEREAS, the City of Adrian desires to continue provisions of Dial-A-Ride service; and

WHEREAS, a Project Authorization had been proposed which provided FY 2012 Section 5311 Operating assistance for such service, effective October 1, 2011 and expires September 30, 2012, based on 18.5% of the estimated eligible costs, which is \$63,271. The maximum amount to be paid will not exceed 18.5% of the audited costs and if funds are insufficient to reimburse at 18.5% of audited costs, a new reimbursement percentage will be calculated for all agencies; and

WHEREAS, a REVISED Project Authorization has been proposed which provides an additional \$13,514 in operating assistance for a total of \$76,785 based on 18.5% of the estimated eligible costs.

WHEREFORE, IT IS HEREBY RESOLVED, that the City Commission of the City of Adrian does hereby approve the proposed REVISED Agreement No. 2012-0027, Authorization No: P1/R1 for FY 2012 Section 5311 Operating Assistance.

BE IT FURTHER RESOLVED, that the monies from this grant be given to Adrian Dial-A-Ride in accordance with the terms of the Contract, and hereby authorize the Mayor, Greg DuMars and City Clerk, Pat Baker to execute Authorization # P1/R1 for and on behalf of the City of Adrian.

On motion by Commissioner _____, seconded by Commissioner _____ this resolution was _____ by a _____ _vote.

CITY OF ADRIAN
DIAL-A-RIDE
135 East Maumee Street
Adrian, MI 49221
517 264 4849 Fax 517 264 8016

TO: City Administrator Dane Nelson
Mayor Greg DuMars
City of Adrian Commissioners
FROM: Marcia Bohannon, Transportation Coordinator
Re: Agreement 2012-0027, Authorization P2

The attached Project Authorization from the FY 2012 Section 5311 Capital/Small Cities (5,000-50,000) Program allows funding of \$35,000 (Federal-\$28,000/State-\$7,000) for the purchase of a Back-up Generator for use at the City of Adrian transportation facility.

Once this Authorization is executed by the Mayor and City Clerk, it will be forwarded to the Michigan Department of Transportation for execution. Upon their execution, this authorization will be returned to us indicating sufficient funds are available for the purchase of this back-up generator.

RE: DIAL-A-RIDE – Approval of project authorization agreement for the purchase of a back-up generator.

RESOLUTION

WHEREAS, the City of Adrian desires to continue provisions of Dial-A-Ride service; and

WHEREAS, a project authorization has been proposed which grants \$35,000 for the purchase of a back-up generator.

WHEREFORE, BE IT HEREBY RESOLVED, that the City Commission of the City of Adrian does hereby approve Agreement 2012-0027, Authorization # P2 in the amount of \$35,000 from the FY 2012 Section 5311 Capital/Small Cities (5,000 - 50,000) Program.

BE IT FURTHER RESOLVED, that the equipment and funds from the project authorization be granted to the Adrian Dial-A-Ride in accordance with the terms of the project authorization, and hereby authorizes the Mayor, Greg DuMars and City Clerk, Pat Baker, to execute the project authorization # P2 for and on behalf of the City of Adrian.

On motion by Commissioner _____, seconded by Commissioner _____ this resolution was _____ by a _____
_vote.



MEMO

135 E. Maumee, Adrian, MI 49221-2703

DATE: August 29, 2012

TO: Hon. Greg DuMars, Mayor
City Commission
Dane Nelson, City Administrator

FROM: Chris Miller
DDA & Economic Development Coordinator

SUBJECT: Inteva IFTs

Ladies and Gentlemen,

John Kuenzer, Plant Comptroller for Inteva Products on E. Beecher, addressed the commission at your August 20th meeting. He provided an update on four IFTs currently in place, and also previewed a new IFT application that we have now received. Inteva is purchasing a number of pieces of new equipment, whose total cost is over 23 million dollars. Approximately 9.5 million dollars of this equipment will be located on property within the City of Adrian. This equipment will allow them to diversify their product line, resulting in additional capacity for their firm, and additional employment opportunities for our residents.

I urge support for this project and in setting a public hearing date. I would be happy to respond to questions or thoughts about this request.

Best Regards,

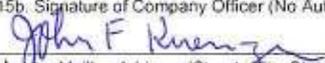
Chris

Chris Miller
DDA & Economic Development Coordinator

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name John Kuenzer	13b. Telephone Number (517) 265-4214	13c. Fax Number (517) 265-4371	13d. E-mail Address JKuenzer@IntevaProducts.co
14a. Name of Contact Person Kim Welch	14b. Telephone Number (248) 655-8333	14c. Fax Number	14d. E-mail Address KWelch@IntevaProducts.com
▶ 15a. Name of Company Officer (No Authorized Agents) John Kuenzer, Finance Director			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number (517) 265-4371	15d. Date August 22, 2012
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 1450 East Beecher Street, Adrian, MI 49221		15f. Telephone Number (517) 265-4214	15g. E-mail Address JKuenzer@IntevaProducts.co

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit. <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Project 4628

Description	Qty	Capital Spending by District		Inservice Date
		Adrian	Madison	
Stitching Robot 1	1	\$ 524,543		Apr-13
STITCHING ROBOT HEAD FOR ROBOT 1	1	\$ 75,457		Apr-13
SEAM TAPE FOR STITCHING 1	1	\$ 55,000		Apr-13
Foam Mold Carriers 1	4	\$ 179,286		Apr-13
INJECTION MOLD MACHINES	lot	\$ 82,800		Apr-13
LASER SCORE	1	\$ 1,313,540		Apr-13
POST PAINT 1	Lot	\$ 1,050,000		Apr-13
VIBRATION WELDING 1	1	\$ 310,000		Apr-13
DROP-IN CHUTE PRESS	1	\$ 35,000		Apr-13
AUTOMATIC VACUUM FORMER	1	\$ 1,167,000		Apr-13
SONIC SCORING	1	\$ 562,200		Apr-13
FOAM SYSTEM	lot	\$ 377,800		Apr-13
DROP TESTER	1	\$ 64,000		Apr-13
VIBRATION WELDING 2	1	\$ 310,000		Apr-13
PUSH NUT INSERTION ROBOT FWD EXT.	1	\$ 163,520		Apr-13
FLAME TREAT	1	\$ 40,000		Apr-13
STITCHING ROBOT 2	1	\$ 600,000		Apr-13
STITCHING ROBOT 3	1	\$ 299,000		Apr-13
SEAM TAPE FOR STITCHING 2	1	\$ 55,000		Apr-13
FOAM MOLD CARRIERS 2	1	\$ 174,286		Apr-13
FOAM MOLD CARRIERS 3	1	\$ 174,286		Apr-13
FOAM MOLD CARRIERS 4	1	\$ 174,287		Apr-13
WSCO CLIP PRESS	1	\$ 82,000		Apr-13
TRACEABILITY	1	\$ 32,000		Apr-13
TIEBAR RIVET MACHINES REBUILD	Lot	\$ 128,200		Apr-13
Total Investment		\$ 8,029,205	\$ -	

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-3272.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	▶ Date received by Local Unit
STC Use Only	
▶ Application Number	▶ Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

▶ 1a. Company Name (Applicant must be the occupant/operator of the facility) Inteva Products, LLC		▶ 1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3714	
▶ 1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 1450 East Beecher Street, Adrian, MI 49221		▶ 1d. City/Township/Village (indicate which) Adrian	▶ 1e. County Lenawee
▶ 2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))		▶ 3a. School District where facility is located Adrian	▶ 3b. School Code 46010
▶ 4. Amount of years requested for exemption (1-12 Years) Twelve (12) years			

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

Project #4625 will bring approximately \$1,499,600 of investment to our Adrian Operations in the Madison Township tax district. The investment is expected to be completed by February 2014. See the attached list of equipment for this request.

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	▶ \$0.00 Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	▶ \$1,499,600.00 Personal Property Costs
6c. Total Project Costs * Round Costs to Nearest Dollar	▶ \$1,499,600.00 Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	<u>Begin Date (M/D/Y)</u>	<u>End Date (M/D/Y)</u>		
Real Property Improvements ▶	_____	_____	▶ <input type="checkbox"/> Owned	<input type="checkbox"/> Leased
Personal Property Improvements ▶	3/1/12	2/1/14	▶ <input type="checkbox"/> Owned	<input checked="" type="checkbox"/> Leased

▶ 8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

▶ 9. No. of existing jobs at this facility that will be retained as a result of this project. ▶ 10. No. of new jobs at this facility expected to create within 2 years of completion.
Ten (10)

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	_____
b. TV of Personal Property (excluding inventory)	_____
c. Total TV	_____

▶ 12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

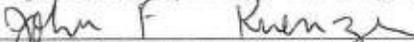
▶ 12b. Date district was established by local government unit (contact local unit)
3/15/93

▶ 12c. Is this application for a speculative building (Sec. 3(8))?
 Yes No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name John Kuenzer	13b. Telephone Number (517) 265-4214	13c. Fax Number (517) 265-4371	13d. E-mail Address JKuenzer@IntevaProducts.co
14a. Name of Contact Person Kim Welch	14b. Telephone Number (248) 655-8333	14c. Fax Number	14d. E-mail Address KWelch@IntevaProducts.com
▶ 15a. Name of Company Officer (No Authorized Agents) John Kuenzer, Finance Director			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number (517) 265-4371	15d. Date August 22, 2012
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LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

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16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

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Local Unit: Mail one original and one copy of the completed application and all required attachments to:

State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Project 4625

Description	Qty	Capital Spending by District		Inservice Date
		Adrian	Madison	
Pearl Machines	1	\$ 12,628		29-Aug-12
VACUUM FORMING	1	\$ 1,237,872		29-Aug-12
COMPACTOR	1	\$ 7,100		29-Aug-12
INJECTION MOLDING	1	\$ 75,000		29-Aug-12
PAINT LINE	1	\$ 167,000		29-Aug-12
Pearl Machines	2		\$ 25,257	29-Aug-12
VACUUM FORMING	2		\$ 2,475,743	29-Aug-12
STITCHING (SEWING EQUIPMENT)	lot		\$ 3,315,685	29-Aug-12
FLAME TREAT	lot		\$ -	29-Aug-12
TRIM	1		\$ 639,000	29-Aug-12
PRESS LAMINATION	lot		\$ 618,911	29-Aug-12
EDGE FOLDING	lot		\$ 492,500	29-Aug-12
PITCHING MACHINES	lot		\$ 560,500	29-Aug-12
ADHESIVE SPRAY	1		\$ 1,916,047	29-Aug-12
SONIC SCORE	1		\$ 441,900	29-Aug-12
FOAM MOLD	2		\$ 452,300	29-Aug-12
DIE TRIM	1		\$ 269,390	29-Aug-12
ASSEMBLY EQUIPMENT	Lot		\$ 1,728,000	29-Aug-12
TRACE SYSTEM	1		\$ 201,830	29-Aug-12
ROUTER TRIM	1		\$ 249,210	29-Aug-12
SMALL KIEFEL REBUILD	1		\$ 74,500	29-Aug-12
LASER SCORE	1		\$ 55,000	29-Aug-12
EQUIPMENT INSTALLATION	lot		\$ 505,770	29-Aug-12
DISTRIBUTION CENTERS FOR ELECTRIC	lot		\$ 30,000	29-Aug-12
MICROSCOPE	1		\$ 65,000	29-Aug-12
MCGUIRE BLENDER	1		\$ 31,000	29-Aug-12
DEGATORS	lot		\$ 120,000	29-Aug-12
INSTRON	1		\$ 31,230	29-Aug-12

Total Investment \$ 1,499,600 \$ 14,298,773

**RE: INTEVA PRODUCTS– Act 198 Industrial Facilities Tax Exemption
Certificate Application Establishment of Public Hearing**

Resolution

WHEREAS, the State of Michigan has adopted the Plant Rehabilitation and Industrial Facilities Development Districts Act, Public Act 198 of 1974, as amended (Act 198); and

WHEREAS, Act 198 provides for creation of Industrial Development and Rehabilitation Districts, and for review and approval of exemption request certificates; and

WHEREAS, the City of Adrian has received two Industrial Facilities Exemption Certificate requests from Inteva Products, Inc. for an investment of personal property within Adrian Industrial Development District # 29; and

WHEREAS, Act 198 requires notification of the City Assessor and the legislative body of each taxing unit which levies ad valorem taxes on property within said Adrian Industrial Development District # 29, and provision of an opportunity to be heard on this matter prior to consideration of action of the Industrial Facilities Exemption Certificate request.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby acknowledges receipt of said applications for Industrial Facilities Exemption Certificates from Inteva Products, authorizes the scheduling of a public hearing for Monday, September 17, 2012, 7:00 p.m. in the City Chambers Building to receive comments on this matter, and directs the City Clerk to provide notice to the appropriate taxing units and the public as required by Act 198.

On motion by Commissioner _____, seconded by Commissioner
_____ this resolution was _____ by a _____ vote.

August 29, 2012

MEMORANDUM

TO: Dane Nelson, City Administrator

FROM: Kristin Bauer, City Engineer

SUBJECT: Four Corners Change Order



In August 2012 the City Commission awarded the Four Corners Contract to Slusarski Excavating and Paving of Adrian, MI in the amount of \$32,965.80.

At the time of the bidding decisions regarding the planter boxes had not yet been determined. It has now been decided that the planter areas will be bounded by a concrete ribbon, as such we secured pricing for the additional concrete from the subcontractor. It has also been decided to pave the intersection with a slightly increased pavement thickness due to traffic volumes through the area.

At this time we are requesting authorization for a change order to the existing contract in the following amounts:

- \$5,795 for additional concrete labor and materials
- \$3,600 for additional asphalt paving

Total new contract cost will be \$42,360.80

Funds for these projects are available in the Major Street Fund Balance: 202-451.00-801.000

RE: DEPARTMENT OF PUBLIC WORKS –Four Corners Paving Contract-
Change Order

RESOLUTION

WHEREAS, the Adrian City Commission, by resolution # CR12-093 dated August 6, 2012, authorized the selection and engagement of Slusarski Excavating and Paving, Adrian, MI to be engaged in the City’s Standard Professional Services Contract to complete concrete and paving work at the downtown four corners at a cost not to exceed \$32,965.80; and

WHEREAS, authorization to expend an additional \$9,395 is being sought by the City Engineer to cover the cost of additional concrete work to be completed around the previous planter box areas and an additional 1” of asphalt paving; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the Major Street Fund Unreserved/Unassigned Fund Balance (202-000.00-390.000) and that the FY2012-13 Budget be amended, accordingly; and

WHEREAS, the City Administrator recommends approval of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission by this resolution hereby approves this Change Order to the Slusarski Excavating and Paving Company, Adrian, MI contract in the amount of \$9,395 for additional concrete work and paving,

BE IT FURTHER RESOLVED that \$9,395 be appropriated from the Major Street Fund Unreserved/Unassigned Fund Balance (202-000.00-390.000) and that the FY2012-13 Budget be amended as follows:

Major Street Fund (Fund # 202)

Revenue:

Prior Years’ Revenue (202-000.00-697.000) \$9,395

Expenditures:

Bridge Maintenance-Contract Services (202-451.00-801.000) \$9,395
Total \$ -0-

On motion by Commissioner _____, seconded by
Commissioner _____, this resolution was adopted
by a
_____ vote.

RE: ADMINISTRATION –Authorize the sale of 238 and 250 Church Street, and 307 and 309 College Avenue to SIHB, LLC.

RESOLUTION

WHEREAS, the City has received proposals to sell lots commonly known as 238 and 250 Church Street, and 307 and 309 College Avenue; and

WHEREAS, the City has no current or projected use of these parcels, and has thoroughly considered said proposals.

NOW, THEREFORE, BE IT RESOLVED, that the proposal of SIHB, LLC, is hereby accepted subject to the agreement of the following terms and conditions:

1. Conveyance by quit claim deed.
2. Property to be accepted in its current "AS IS" condition.
3. Any title insurance or survey cost shall be the responsibility of the purchaser.
4. The roof shall be replaced with all mechanical, plumbing, electrical and building codes to be brought up to current code standards by December 31, 2013.
5. All taxes and utility costs shall be timely paid and kept current.
6. If the above conditions are not met, the purchaser shall agree to re-convey the property to the City at no cost with the property to be free and clear of encumbrances. All improvements made to the property shall be owned by the City.

BE IT FURTHER RESOLVED that in the event the terms and conditions are accepted, the Mayor and City Clerk shall execute all documents necessary to close said transaction.

On motion by Commissioner _____, seconded
by Commissioner _____, this resolution was _____
by a _____ vote