



# PRE-MEETING AGENDA

**ADRIAN CITY COMMISSION  
AGENDA  
PRE-MEETING STUDY SESSION  
TUESDAY,  
January 3, 2012**

The City Commission will meet for a pre-meeting study session on Tuesday, January 3, 2012 at 5:30 p.m. in the City Chambers Building, 159 E. Maumee St., to discuss the following:

- I. Discussion of District Library Concept.
- II. Other items as time permits.



# COMMISSION AGENDA

**AGENDA  
ADRIAN CITY COMMISSION  
JANUARY 3, 2012  
7:00PM**

- I. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE TO THE FLAG
- II. ROLL CALL
- III. APPROVAL OF THE MINUTES OF THE DECEMBER 19, 2011 REGULAR MEETING OF THE ADRIAN CITY COMMISSION
- IV. PRESENTATION OF ACCOUNTS
- V. PUBLIC COMMENT ON AGENDA ITEMS
- VI. REGULAR AGENDA
  - A. ORDINANCES
    - 1. **Ord. 11-007. Planning Commission.** Second reading of an ordinance to amend the City of Adrian Zoning/Development Regulations and the Zoning Map by deleting 1205-1207 Michigan Avenue from the RM-1 Low Rise Multiple Family Residential District and including the same in the ERO Education, Research and Office District.
  - B. RESOLUTIONS
    - 1. **R12-001. Adrian Public Library.** Resolution to appoint Mayor Greg DuMars and Library Director Carol Souchock as the City's two representatives to the District Library Planning Committee.
    - 2. **R12-002. City Commission.** Resolution to urge the Michigan Department of Transportation (MDOT) to proceed with a road construction project on M-52 within the City of Adrian from South Street to US-223.
- VII. PUBLIC COMMENT
- VIII. COMMISSIONERS COMMENTS



# MINUTES

**MINUTES  
ADRIAN CITY COMMISSION  
DECEMBER 19, 2011  
7:00 P.M.**

Official proceedings of the December 19, 2011 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, Commissioners Carrico, Warren, Jacobson, Gallatin, Faulhaber, and Berryman Adams.

Mayor DuMars in the Chair.

Commissioner Warren moved to approve the minutes of the December 5, 2011 regular meeting of the Adrian City Commission, seconded by Commissioner Faulhaber, motion carried by a unanimous vote.

**PRESENTATION OF ACCOUNTS**

Utility Department Receiving Fund Voucher #3554 through #3559	\$153,106.15
General Fund Vouchers #20750 through #20769	\$232,959.58
Clearing Account Vouchers amounting to	<u>\$321,366.53</u>
<b>TOTAL EXPENDITURES</b>	<u><b>\$707,432.26</b></u>

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

**PUBLIC COMMENT**

There were no public comments.

**COMMUNICATIONS**

**C1. Fire Department** National Critical Infrastructure Protection Month – December 2011

**CONSENT AGENDA**

**RESOLUTION CR11-058**

**RE: FIRE DEPARTMENT – Authorization to Issue Permit for Fireworks Display to Colonial Fireworks December 31, 2011 celebrating the vows of marriage.**

WHEREAS, the Adrian Fire Chief has received and reviewed an application for a Fireworks Display from Colonial Fireworks Company finding all documentation sufficient; and

WHEREAS, the display is to celebrate marriage vows to be exchanged at the Adrian College Chapel December 31<sup>st</sup>, 2011; and

WHEREAS, the Adrian Fire Chief has identified the location of the firing area to be on Adrian College owned property; and

WHEREAS, the Adrian Fire Chief and the City Administrator further recommend approval of the requested permit and authorization for the City Clerk to sign said permit, provided the following actions be taken regarding establishment of safety of persons, buildings and grounds at Adrian College:

1. All buildings within the safe zone as depicted on the diagram provided by Colonial Fireworks Company are vacant during the fireworks display.
2. The safe zone as depicted on the diagram provided by Colonial Fireworks Company is free from pedestrian traffic during the fireworks display.

WHEREAS, Adrian College has provided a letter to the City of Adrian acknowledging risks associated with pyrotechnic displays and absolves the City of Adrian from responsibility in the event of damage to persons, grounds or buildings.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission by this resolution approves the Fireworks Display Permit for December 31, 2011 requested by Colonial Fireworks Company on behalf of the groom in celebration of the couple's vows on this New Year's Eve and further wishes the new couple a life of happiness and prosperity.

#### **RESOLUTION CR11-059**

**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 January 16<sup>th</sup>, 2011 occurs on a day City Hall is closed in observance of Martin Luther King Day; and

NOW, THEREFORE, BE IT RESOLVED that said regular meeting will be held on Tuesday, January 17<sup>th</sup>, 2011 at 7:00 p.m. in the City Chambers Building located at 159 E. Maumee St., Adrian, MI.

On motion by Commissioner Carrico, seconded by Commissioner Berryman Adams, Consent Agenda resolutions CR11-058 through CR11-059 were adopted by unanimous vote.

#### **REGULAR AGENDA**

**ORD. 11-007. PLANNING COMMISSION.**

First reading of an ordinance to amend the City of Adrian Zoning/Development Regulations and the Zoning Map by deleting 1205-1207 Michigan Avenue from the RM-1 Low Rise Multiple Family Residential District and including the same in the ERO Education, Research and Office District.

## **RESOLUTION R11-146**

### **PERFORMANCE RESOLUTION FOR GOVERNMENTAL AGENCIES**

This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipal utility an "Individual Permit for Use of State Highway Right of Way," or an "Annual Application and Permit for Miscellaneous Operations Within State Highway Right of Way."

RESOLVED WHEREAS, the City of Adrian, Michigan  
(city, village, township, etc.)

hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utility or other facilities, or to conduct other activities, on, over, and under State Highway right of way at various locations; within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. Any work performed for the GOVERNMENTAL AGENCY will be solely as for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without its specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof will be the sole responsibility of the GOVERNMENTAL AGENCY.
3. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as

a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

4. The GOVERNMENTAL AGENCY It will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.
5. With respect to any activities authorized by PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
6. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent he DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
7. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

<u>Name</u>	<u>and/or</u>	<u>Title</u>
Dane Nelson	or	City Administrator
Kristin Bauer	or	City Engineer
Shane Horn	or	Utilities Director
Pat Baker	or	City Clerk

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by the Adrian City Commission of the City of Adrian of Lenawee County at a Regular meeting held

on the 19<sup>th</sup> day of 2011 A.D.

Signed Pat Baker Title City Clerk

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

**RESOLUTION R11-147**

**RE: DEPARTMENT OF PARKS & RECREATION – DIVISION OF PARKS & FORESTRY- Well Replacement at Heritage Park**

WHEREAS the Department of Parks and Recreation – Division of Parks & Forestry has experienced an irreparable well failure at Heritage Park softball fields, which supplies water to the restroom facility/concession building; and

WHEREAS, after exploring several options as well as looking at future needs, it was determined replacement of the 5” well with a 6” inch well would provide for a planned irrigation system in addition to the current use and avoid the cost of a future well; and

WHEREAS quotes were solicited from two local well drillers, with the following results:

<u>VENDOR</u>	<u>LOCATION</u>	<u>AMOUNT</u>
Gordon & Son Well Drilling	Tipton, MI	\$18,692.69
Alcock Drilling, Inc.	Britton, MI	\$18,888.00; and

WHEREAS the Finance Director indicates that, by changing spending priorities to meet this emergency situation, sufficient funds are available for this purpose in the following accounts:

(101-691.00-975.000)	Parks & Rec – Capital Imprv Bohn Pool Parking	\$ 9,700.00
(101-691.00-975.000)	Parks & Rec – Capital Imprv Softball Field #3	5,500.00
(101-691.00-975.000)	Parks & Rec – Capital Imprv Baseball Dugouts	2,000.00
(101-691.00-977.000)	Parks & Rec – Capital Equipment	<u>1,492.69</u>
	and	

WHEREAS the Parks & Recreation Director and City Administrator recommend waiver of the competitive bid process in the best interests of the City, selection of Gordon & Son Well Drilling, Tipton, MI for engagement in the City’s Standard Professional Services Contract for the purpose of drilling a 6” well at Heritage Park to serve the restroom facility/concession building, as well as the future irrigation system, at a cost not to exceed \$18,692.69, and that the FY2011-12 Budget be appropriately amended.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission by this resolution hereby authorizes the selection of Gordon & Son Well Drilling, Tipton, MI for engagement in the City’s Standard Professional Services Contract for the purpose of drilling a 6” well at Heritage Park to serve the restroom facility/concession building, as well as the future irrigation system, at a cost not to exceed \$18,692.69.

BE IT FURTHER RESOLVED that the FY2011-12 Budget be amended as follows:

From:		
(101-691.00-975.000)	Parks & Recreation – Capital Improvements	\$(17,200.00)
(101-691.00-977.000)	Parks & Recreation – Capital Equipment	(1,492.69)
	Total	\$(18,692.69)
To:		
(101-698.00-975.000)	Parks & Forestry-Heritage Park-Capital Imprv	<u>18,692.69</u>
	Total	<u>\$ -0-</u>

BE IT FURTHER RESOLVED that, in the best interests of the City, the competitive bid process be waived, in accordance with the City’s Purchasing Policy as specified in Chapter 12 of the City Charter and Section 2-304 of the Codified City Ordinances.

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

**RESOLUTION R11-148**

RE: **DEPARTMENT OF PARKS & RECREATION – Request to Purchase Two (2) Front-Mount Riding Mowers and Accessories**

WHEREAS the Department of Parks & Recreation, in conjunction with the City of Adrian Purchasing Office, solicited and received bids on Tuesday, November 29, 2011 for two (2) front-mount riding mowers to be used in Riverside Park and Fee eligible parks; and

WHEREAS nine (9) vendors were invited to bid and two (2) responded with three (3) bids with the following results:

ITEM	Archbold Equip Adrian, MI	Buck & Knobby Ottawa Lake MI	Buck & Knobby Ottawa Lake, MI
Front Mount Mower	\$ 11,575.00 ea Grasshopper 721D	\$ 11,438.21 Grasshopper 721D	\$ 12,191.11 Grasshopper 725D
Cab Enclosure	\$ 2,665.00 Grasshopper 533405	\$ 3,175.83 Grasshopper 533405	\$ 3,175.83 Grasshopper 533405
Rotary Broom	\$ 2,085.00 Grasshopper 533420	\$ 2,212.94 Grasshopper 533420	\$ 2,212.94 Grasshopper 533420
Hydraulic Deck Lift	\$ 810.00 Grasshopper 533532	\$ 1,063.91 Grasshopper 533532	\$ 1,063.91 Grasshopper 533532
Sale: 1997 Grasshopper	\$1,000.00	\$1,800.00	\$1,800.00
Sale: 1999 Woods	\$100.00	\$ 500.00	\$ 500.00
Delivery	21 days	14 days	14 days
<b>Total Cost minus trade-in value</b>	<b>\$27, 610.00</b>	<b>\$27,029.10</b>	<b>\$28,534.90</b>

WHEREAS Archbold Equipment is eligible for a 2% preference because they are located in Lenawee County; their bid is \$27,057.80 after the adjustment; which leaves them \$28.70 higher than Buck & Knobby after the 2% local bidder preference is applied; and

WHEREAS the Parks & Recreation Director and City Administrator recommend acceptance of the low bid and purchase of two (2) front-mount riding mowers with accessories from Buck & Knobby, Ottawa Lake, MI at cost not to exceed \$27,029.10; and

WHEREAS the Finance Director indicates that sufficient funds are available in the FY2011-12 Parks & Recreation Operating Budget for this purpose in the following accounts:

(101-697.00-977.000) Parks & Forestry Capital Equipment	\$12,000.00
(205-699.00-977.000) Fee Estate Capital Equipment	<u>15,029.10</u>
Total	<u>\$27,029.10</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 purchase two (2) front-mount riding mowers with accessories from Buck & Knobby, Ottawa Lake, MI at cost not to exceed \$27,029.10.

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

### MISCELLANEOUS

1. Departmental Report
2. D.A.R.T. Passenger Ridership Report
3. Fire Department Report
4. Parks & Recreation Report
5. Planning Commission Minutes

Commissioner Carrico mentioned the significant decrease in Bohn Pool usage. Mark Gasche mentioned a late start date and cooler weather as possible reasons.

### PUBLIC COMMENTS

1. Harold Frederick – 1340 Oregon Rd – welcomed the new Commissioners and thanked them for their willingness to serve.

### COMMISSIONER COMMENTS

1. Commissioner Faulhaber was very concerned about the continued delay of the work to be done on South Main Street by MDOT. A resolution will be presented at our next meeting to present our views to get the project done.

Commissioner Faulhaber motioned to go into closed session to discuss the possible lease of real estate; seconded by Commissioner Gallatin and approved by a unanimous vote.

The next regular meeting of the Adrian City Commission will be held on Tuesday, January 3, 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

January 3, 2012

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

  
\_\_\_\_\_  
Dane C. Nelson  
City Administrator

DCN:pmb

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 #3554 through #3559 .....	\$110,867.17
General Fund	
Vouchers #20750 through #20769 .....	\$481,169.54
Clearing Account Vouchers	
amounting to.....	<u>\$173,635.28</u>
TOTAL EXPENDITURES .....	<u>\$765,671.99</u>

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

Jan. 3, 2012

UTILITIES FUND  
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
3560	\$45,551.44	Consumers Energy	Electric bills
3561	\$190.97	City of Adrian Utilities	Various Water Bills
3562	\$157,530.22	City of Adrian Clearing	Dec. 19 Check Register
3563	\$675.82	Citizens Gas Fuel Co	Heat Bills
3564	\$64,448.94	City of Adrian Payroll	Dec. 23 Payroll
	<b>\$268,397.39</b>		
	<b>-\$157,530.22</b>	<b>CK 3562</b>	
	<b>\$110,867.17</b>	<b>TOTAL</b>	

Jan 3, 2012

GENERAL FUND  
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
20770	\$ 30.83	City of Adrian Utilities	Transfer State MI Funds
20771	\$ 29,987.72	Consumers Energy	Various Electric Bills
20772	\$ 1,928.80	City of Adrian Utilities	Various Water Bills
20773	\$ 1,829.56	US Postmaster	Refuse Collection Postage
20774	\$ 715.07	Frontier	Various Telephone Bills
20775	\$ 139,679.06	City of Adrian Clearing	Dec. 19 Check Register
20776	\$ 4,588.51	Quick Service Transportation	Payroll w/e Dec. 17
20777	\$ 50.00	State of Michigan	Tribunal case filing fee
20778	\$ 3,142.85	Citizens Gas Fuel Co	Various Heat Bills
20779	\$ 194,159.56	City of Adrian Payroll	Payroll Dec. 23
20780	\$ 14,463.32	First Federal Bank	Soc. Sec. Dec. 23
20781	\$ 46.70	City of Adrian Utilities	Transfer State MI Funds
20782	\$ -	Void	
20783	\$ 67.66	City of Adrian Utilities	Transfer State MI Funds
20784	\$ 161,211.18	Blue Cross Blue Shield of MI	Hospitalization Insurance
20785	\$ 21.67	Justin Combs	Refund-Team Fee
20786	\$ 361.01	US Postmaster	Pers Prop Postage
20787	\$ 4,501.48	Quick Service Transportation	Payroll we 12/24
20788	\$ 30,000.00	City of Adrian Auto Parking	Half Annual Contribution
20789	\$ 34,063.62	Lenawee Fuels	Fuel

\$ 620,848.60

\$ (139,679.06) Less: CK# 20775

\$ 481,169.54

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
1. ADRIAN COMMUNICATIONS	348.03		
2. ADRIAN MECHANICAL SERVICES C	4,940.80		
3. BAKER & TAYLOR BOOKS	50.07		
4. JESSE RAMOS	193.00		
5. GREG BELL CHEVROLET CADILLAC	19.76		
6. BELSON ASPHALT PAVING INC	14,154.00		
7. BLISSFIELD HEATING AND PLUMB	50.00		
8. BOOK OF THE MONTH CLUB	40.05		
9. CALIFORNIA CONTRACTORS SUPPL	907.92		
10. CARGILL SALT, INC.	10,334.95		
11. CARTER LUMBER	2,497.39		
12. CASLER HARDWARE INC	96.85		
13. CHARLIE'S SEWER & DRAIN CLEA	200.00		
14. CHEMCO SYSTEMS, L.P.	295.11		
15. CITY BLUEPRINT OF TOLEDO INC	1,507.95		
16. CLEAN CARE INC	4,429.00		
17. COAST TO COAST DELI	86.59		
18. COMFORT 1 HEATING & AIR COND	50.00		
19. COMFORT ENTERPRISES INC.	884.01		
20. COMPUTER CARE COMPANY, INC.	285.85		
21. CONSTRUCTION EQUIPMENT & SUP	671.36		
22. CONTINENTAL CARBONIC PRODUCT	728.50		
23. CONTINENTAL SERVICE	183.14		
24. DENISE COOK	125.00		
25. THE DAILY TELEGRAM	264.20		
26. WILLIAM DESCHAMPS	58.30		
27. DOAN COMPANIES	238.50		
28. JACK DOHENY SUPPLIES INC	2,355.73		
29. H. DOMINE ENTERPRISES INC	151.80		
30. FASTENAL COMPANY	47.84		
31. FEDERAL EXPRESS	83.56		
32. FIRSLAB	17.95		
33. FISHER SCIENTIFIC COMPANY LL	236.73		
34. GALE	95.98		
35. GALL'S INC	128.18		
36. GENERAL CHEMICAL PRODUCTS LL	5,124.40		
37. GPE CONTROLS	306.78		
38. GRAINGER INC.	144.68		
39. MARIA E GREENOUGH	489.24		
40. DEREK HELINSKI	116.59		
41. HILLS AUTO & TRUCK REPAIR IN	303.82		
42. HUBBARD'S AUTO CENTER INC	447.26		
43. ICMA RETIREMENT CORPORATION	158.68		
44. IES INTERACTIVE TRAINING, IN	22,650.00		
45. IMAGE GALLERY	55.00		
46. INTERNATIONAL ASSOC. FOR	50.00		
47. KERKSTRA PRECAST	27.00		
48. KERR PUMP & SUPPLY, INC.	1,446.31		
49. KIMBALL MIDWEST	114.71		
50. DAVE KNAPP FORD LINCOLN	74.62		
51. KUHLMAN CORP.	871.36		
52. LARRY'S MUFFLER	120.00		
53. LEGACY PRINTING	127.39		
54. LENAWEЕ INTEDIATE SCHOOLS	150.00		
55. DUSTIN LENT	27.00		
56. MANPOWER OF LANSING MI INC.	1,140.75		
57. MC SPORTS	319.94		
58. MCGOWAN ELECTRIC SUPPLY INC	1.96		
59. MCMASTER- CARR SUPPLY CO.	38.81		
60. MICHIGAN ASSOC OF MAYORS	85.00		
61. MICHIGAN ECONOMIC DEVELOPERS	25.00		
62. STATE OF MICHIGAN	1,083.50		
63. MICHIGAN STATE UNIVERSITY	55.00		
64. MICHIGAN WATER ENVIROMENT AS	315.00		
65. MICRO SOURCE INC	3,266.71		
66. MICROMARKETING LLC	737.78		
67. MIDWEST TAPE	29.29		
68. MITCHELL WELDING	34.50		
69. MOBILE MONUMENT SERVICES	65.00		
70. MUGS N' MORE IMAGING	188.50		
71. MUNICIPAL WEB SERVICES	7,562.50		
72. NADA USED CAR GUIDE	75.00		
73. NEXTEL COMMUNICATIONS	660.75		
74. NORTH EASTERN UNIFORMS & EQU	553.90		
75. NORTHERN TOOL & EQUIPMENT	40.53		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
76. OCE IMAGISTICS INC	165.30		
77. OMNIGRAPHICS INC.	250.90		
78. OTIS ELEVATOR COMPANY	1,125.00		
79. JOHN PAINE	178.97		
80. PITT AUTO ELECTRIC COMPANY	67.23		
81. PLATINUM PLUS	3,590.20		
82. PRESORT SERVICES INC	77.76		
83. QUALITY BOOKS INC	818.31		
84. QUILL CORPORATION	781.06		
85. REG II PLANNING COMMISSION	5,705.91		
86. RORICK LANDSCAPING LLC	3,134.00		
87. CHARLES SCHMENK	80.00		
88. SCHUG CONCRETE CONSTRUCTION	4,940.00		
89. SCOTT'S COMMERCIAL TRUCK SER	400.50		
90. SEBCO BOOKS	1,165.88		
91. STAPLES CREDIT PLAN	357.98		
92. STEVENS DISPOSAL	39,828.56		
93. STRATOS MICROSYSTEMS LLC	29.99		
94. SUNSHINE MEDICAL SUPPLY, INC	663.00		
95. TC SPORTS	300.00		
96. THOMAS SCIENTIFIC, INC	1,931.63		
97. THOMSON WEST	385.06		
98. TOBY'S INSTRUMENT SHOP INC	138.00		
99. TOKAY SOFTWARE	400.00		
100. TRACY TIME SYSTEMS	55.00		
101. UNITED PARCEL SERVICE	11.25		
102. UNUM LIFE INSURANCE COMPANY	2,111.43		
103. WILLIAM E WALTER INC	50.00		
104. WASHOVIA SERVICES INC	3,402.15		
105. WATER ENVIRONMENT FED.	105.00		
106. WESTERN LIME CORPORATION	5,040.00		
107. WOODLANDS LIBRARY COOPERATIV	502.85		
**TOTAL ALL CLAIMS**	173,635.28		



# REGULAR AGENDA

December 13, 2011

Honorable Mayor  
And City Commission:

At the December 6, 2011 meeting, the Adrian City Planning Commission voted unanimously to recommend to the City Commission the approval of rezoning 1205 - 1207 Michigan Avenue from RM-1 Low Rise Multiple Family Residential to ERO Education, Research and Office and adopted the following resolution in support of this rezoning:

**RESOLUTION**

WHEREAS, Adrian College has submitted a request for rezoning 1205 – 1207 Michigan Avenue, a single parcel identified in the Case File 11-025, from RM-1 Multiple Family Residential to ERO Education, Research and Office; and

WHEREAS, the former use of the parcel was two-family residential; and

WHEREAS, the City of Adrian Comprehensive Plan Future Land Use Map calls for the designation of such parcel as Quasi-Public/College and University; and

WHEREAS, the Community Development Department has conducted a review of the applicant's request in accordance with the review standards found in the Zoning/Development Regulations, Article XXVIII – Amendments pertaining to Official Zoning Map Amendments;

NOW THEREFORE BE IT RESOLVED that the Adrian City Planning Commission accepts the review and analysis conducted by the Community Development Department to approve this request; and

BE IT FURTHER RESOLVED that this request would be in compliance with the City of Adrian Comprehensive Plan Future Land Use Map; and

BE IT FURTHER RESOLVED that this rezoning would not have a potentially negative impact on the surrounding residential neighborhood; and

BE IT FURTHER RESOLVED that since the ownership and use of this property has changed, the zoning should be consistent with the ordinance; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission finds that the application is in compliance with the standards for Official Zoning Map Amendments; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission approve the application for rezoning Parcel XA0-785-50 04-00; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission recommends that the Adrian City Commission approve an ordinance to amend the City of Adrian Official Zoning Map in accordance with said findings.

There was one comment from the audience during the public hearing. Dale Stultz at 1205 University, was concerned about the expansion of Adrian College and the impact the decisions of the Planning Commission and the City Commission have on our neighborhood. One letter was received from Michael and Linda Collins, 314 South Madison, in support of this rezoning. The Planning Commission reviewed the criteria as mentioned in Section 28.06 and found them in the affirmative and made the following findings:

1. This is consistent with the City of Adrian Comprehensive Plan. The Planning Commission has considered that Adrian College is expanding. Adrian College is the current owner and uses this parcel for housing.
2. It is consistent with the City of Adrian Comprehensive Plan to expand the zoning along Michigan Avenue to the west.
3. No known impact on municipal public services or facilities would result from favorable action on this request.
4. This proposed change should not adversely affect environmental conditions.
5. This is creating a temporary spot zone; however, it is a move in the direction the Comprehensive Plan indicates, which shows this block to be zoned ERO.

Respectfully submitted,

Denise Cook, Secretary

**ORDINANCE 11-007**

AN ORDINANCE TO AMEND THE CITY OF ADRIAN ZONING/DEVELOPMENT REGULATIONS.

The City of Adrian Ordains:

- 1. That Section 3.1 of Article III of the City of Adrian Zoning/Development Regulations, and the Zoning Map to which reference is therein made, is amended to the extent of deleting the following property hereinafter described from the RM-1 Low Rise Multiple Family Residential District and including the same in the ERO Education, Research and Office District.
- 2. Parcel described as follows:  
N 90 FT OF E 140.54 FT LOT 6 BLK 10 EXT L G BERRYS SW ADD
- 3. More commonly known as: 1205 - 1207 Michigan Avenue

INTRODUCTION.....December 19, 2011

SUMMARY PUBLISHED.....December 22, 2011

ADOPTION.....

COMPLETED PUBLICATION.....

EFFECTIVE DATE.....

On motion by Commissioner \_\_\_\_\_ ,

Seconded by Commissioner \_\_\_\_\_ ,

This Ordinance was adopted by a \_\_\_\_\_ vote.



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**MEMO**

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**December 19, 2011**

**To: Honorable Mayor Greg DuMars  
City Commission**

**From: Carol Souchock, Adrian Public Library Director**

**CC: Dane Nelson, City Administrator and Jeff Pardee, Finance Director**

**Re: Adrian Pubic Library – District Library Planning Committee**

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The Michigan's District Library Establishment Act, Public Act 24 of 1989, provides for the creation of district libraries. A necessary step to explore the benefits of a district library requires that the interested parties must first form a District Library Planning Committee, which is charged with preparing a proposed District Library Agreement.

There has been an expression of interest on the part of other municipalities within Lenawee County in exploring the benefits of a district library and the Lenawee County Board of Commissioners passed a resolution (RES#2011-037 dated December 14, 2011) appointing four (4) representatives to the District Library Planning Committee and invites other municipalities in Lenawee County to participate in the District Library Planning Committee. I respectfully recommend that, in the best interests of the citizens of the City of Adrian, the benefits of a district library should be explored and that two (2) representatives of the City of Adrian be appointed to the District Library Planning Committee.

The attached resolution has been prepared for presentation and discussion at the City Commissions Pre-Meeting of Tuesday, January 3, 2012, and for consideration for adoption at the regularly scheduled Commission Meeting of January 3, 2012. If you have any questions or need for further information, please contact my office.

# MEMO

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DATE: December 22, 2011

TO: Honorable Mayor and City Commission

FROM: Dane C. Nelson, City Administrator

SUBJECT: Adrian Public Library – District Library Planning Committee

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The City has researched the possibility of having a “district library” be created, which would involve the City of Adrian Library. Conceptually, the district library is a separate, autonomous legal entity that has the power to levy taxes to pay for its operations. It is operated by a separate board of directors and would not be controlled by any one local government or by any of its separate participants.

A few weeks ago, a meeting was held to explore the feasibility of forming a district library that would include the City of Adrian Library and possibly the Lenawee County Library and other independent libraries that are located throughout the County. To continue this review, the County is helping to create a district library planning committee. The County has asked if the City of Adrian is interested in participating and if so, two representatives of the City would be appointed to this committee.

It is important to continue areas where cooperative agreements can be reached to reduce costs, especially in library functions countywide. It is certainly worth the effort to continue to look into this further, and I am happy that the County is willing to participate with the City in this project. I urge support of this resolution, which appoints Library Director Carol Souchock and Mayor Greg DuMars as City representatives.

Respectfully submitted,

Dane C. Nelson  
City Administrator

DCN:mlb

January 3, 2012

**R12-001**

**RE: ADRIAN PUBLIC LIBRARY –District Library Planning Committee**

**RESOLUTION**

WHEREAS the Michigan’s District Library Establishment Act, Public Act 24 of 1989, provides for the creation of district libraries; and

WHEREAS a necessary step to explore the benefits of a district library requires that the interested parties must first form a District Library Planning Committee, which is charged with preparing a proposed District Library Agreement; and

WHEREAS there has been an expression of interest on the part of other municipalities within Lenawee County in exploring the benefits of a district library and the Lenawee County Board of Commissioners passed a resolution (RES#2011-037 dated December 14, 2011) appointing four (4) representatives to the District Library Planning Committee and invites other municipalities in Lenawee County to participate in the District Library Planning Committee; and

WHEREAS the Adrian City Commission believes that it is in the best interest of the citizens of the City of Adrian to explore the benefits of a district library; and

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby appoints the following two (2) representative, Mayor Greg DuMars and Library Director Carol Souchock, the District Library Planning Committee, which is charged with preparing a proposed District Library Agreement.

BE IT FURTHER RESOLVED that, if the proposed District Library Agreement is created and determined to be acceptable, the Adrian City Commission shall adopt a resolution to establish a district library and sign the Agreement.

BE IT FURTHER RESOLVED that copies of this resolution be forwarded to the Lenawee County Board of Commissioners, as well as to other municipalities funding a local library and to the library board of such libraries.

On motion by Commissioner \_\_\_\_\_,

Seconded by Commissioner \_\_\_\_\_, this

Resolution was adopted by a \_\_\_\_\_ vote.

# MEMO

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DATE: December 22, 2011  
TO: Honorable Mayor and City Commission  
FROM: Dane C. Nelson, City Administrator  
SUBJECT: MDOT Road Construction Project on M-52

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At the last meeting, City Commissioner Faulhaber requested that a resolution be presented to encourage MDOT to proceed with the reconstruction of the South M-52 corridor that is currently scheduled to be completed in 2012. The City has received no firm information as to whether or not this project will proceed as scheduled, due to federal fund issues primarily. I have prepared a proposed resolution to be considered, which of course may be modified as the

Respectfully submitted,

Dane C. Nelson  
City Administrator

DCN:mlb

**R12-002**

**RE: CITY COMMISSION – Resolution to urge MDOT to proceed with a road construction project on M-52 within the City of Adrian from South Street to US-223**

**RESOLUTION**

WHEREAS, the Michigan Department of Transportation (MDOT) has previously announced a plan to reconstruct a portion of South M-52 within the City of Adrian from South Street to US-223 and;

WHEREAS, City officials have been advised that there may be a delay in this project that would cause the work to be completed in a future year or years, and;

WHEREAS, local businesses that would be affected by this project have already prepared for the impact in business interruption that would be anticipated, and;

WHEREAS, the City has also budgeted funds within its Utilities Department for necessary sanitary sewer improvements that would be completed at the same time the road construction would be completed.

NOW THEREFORE, IT IS HEREBY RESOLVED that the Adrian City Commission urges the Michigan Department of Transportation to proceed with the road construction project on M-52 within the City of Adrian from South Street to US-223 and that there be no delays of the project into a future year or funding cycle.

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