

Southgate City Council Agenda

Council Chambers

Wednesday October 17, 2018

6:30pm **Work Study Session**

1. Officials Reports
2. Discussions regarding agenda items.

7:00 pm **Regular Meeting**

Pledge of Allegiance

Roll Call: Colovos, Farrah, George, Graziani, Rauch, Rollet, Zamecki.

Minutes:

1. Work Study Session Minutes dated October 3, 2018.
2. Regular City Council Meeting Minutes dated October 3, 2018.

Scheduled Persons in the Audience:

Consideration of Bids:

1. Letter from Mayor; Re: Street Sectioning Program

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Scheduled Hearings:

Communications "A" –

1. Letter from City Labor Attorney; Re: Letter of Agreement/Advanced Life Support(ALS)
2. Letter from Mayor; Re: Bid Waiver – Impactor/Hydraulic Hammer – Water Sewer Dept.
3. Memo from Laura Walsh; Re: SMART Municipal & Community Credit Program

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Communications "B" – (Receive and File)

Ordinances:

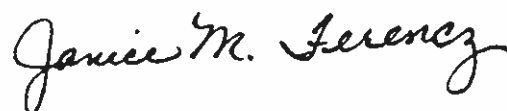
Old Business:

New Business:

Unscheduled Persons in the Audience:

Claims & Accounts: Warrant #1363 See Warrant

Adjournment:



Janice M. Ferencz, City Clerk

City Council

Work Study Session

October 3, 2018

An Informal Meeting of the Council of the City of Southgate was held on October 3, 2018 at 6:30 P.M. in the Council Chambers of the Municipal Building, 14400 Dix-Toledo Highway, Southgate, Michigan.

Present: Bill Colovos, Mark Farrah, Karen George, Phillip Rauch, Christopher Rollet, Dale Zamecki

Absent: John Graziani*, *excused

Also Present: Mayor Joseph G. Kuspa, City Administrator Dustin Lent, Assistant City Administrator/Finance Director David Angileri, City Attorney Brandon Fournier, City Engineer John Hennessey, City Clerk Jan Ferencz, City Treasurer Jim Dallos, Public Safety Director Jeff Smith, Police Chief Brett Selby, Fire Chief Mike Sypula, Building Inspections Director Bob Casanova, Director of Public Services Bob Tarabula and Parks and Recreation Director Julie Goddard.

Discussion took place on the following item scheduled for action at the regular meeting:

- Corrective Action Plans for both Municipal and Police & Fire Retiree Healthcare Plans
- Waiver bid/purchase Dump Truck Body
- Waiver bid/purchase Dump Truck Chassis Cab
- Bid for purchase new Library computers

Update given on Fire Department Advance Life Support agreement.

This meeting ended at 6:45 pm.

City of Southgate Regular City Council Meeting October 3, 2018

A Regular Meeting of the Council of the City of Southgate was held in the Municipal Council Chambers, 14400 Dix-Toledo Highway, Southgate, Michigan on Wednesday, October 3, 2018 and was called to order at 7:00 PM by Council President Pro Tem Mark Farrah.

This meeting began with the Pledge of Allegiance, followed by roll call.

Present: Bill Colovos, Mark Farrah, Karen George, Phillip Rauch, Christopher Rollet, Dale Zamecki

Absent: *John Graziani, *excused

Also Present: Mayor Joseph G. Kuspa, City Administrator Dustin Lent, Assistant City Administrator/Finance Director David Angileri, City Attorney Brandon Fournier, City Engineer John Hennessey, City Clerk Jan Ferencz, City Treasurer Jim Dallos, Director of Public Safety Jeff Smith, Police Chief Brett Selby, Fire Chief Mike Sypula, Building Inspections Director Bob Casanova, Director of Public Services Bob Tarabula and Parks & Recreation Director Julie Goddard.

Minutes:

Moved by George, supported by Rollet, RESOLVED, that the minutes of the City Council Work Study Session dated September 19, 2018 be approved as presented. Carried unanimously.

Moved by Rauch, supported by Zamecki, RESOLVED, that the minutes of the Regular City Council Meeting dated September 19, 2018 be approved as presented. Carried unanimously.

Communications "A":

1. Memo from ACA/Finance Director; Re: Corrective Action Plan – Southgate Municipal Employees Retiree Healthcare System (Act 202 of 2017), moved by Rollet, supported by Zamecki, RESOLVED that the Southgate City Council hereby concurs with Administration and accepts the Corrective Action Plan for the Southgate Municipal Employees Retiree Healthcare System (Act 202 of 2017).

Motion carried unanimously.

2. Memo from ACA/Finance Director; Re: Corrective Action Plan – Southgate Police and Fire Employees Retiree Healthcare System (Act 202 of 2017), moved by Rauch, supported by Rollet, RESOLVED that the Southgate City Council hereby concurs with Administration and accepts the Corrective Action Plan for the Southgate Police and Fire Employees Retiree Healthcare System (Act 202 of 2017).

Motion carried unanimously.

3. Letter from Mayor; Re: Waiver of Bid – F550 Dump Truck Body, moved by George, supported by Colovos, RESOLVED that the Southgate City Council hereby waives the bid procedures and authorizes purchase of an F-550 Dump Truck Body for the Water/Sewer Department to Truck & Trailer Specialties Inc. (1200 Victory Drive, Howell, MI 48843) in the amount of \$39,900. BE IT FURTHER RESOLVED THAT adequate funds are available in the Water and Sewer Department Fund Capital Outlay Vehicles for this purchase.

Motion carried unanimously.

Regular City Council Meeting

October 3, 2018

4. Letter from Mayor; Re: Waiver of Bid - F550 Dump Truck Chassis Cab, moved by Zamecki, supported by George, RESOLVED that the Southgate City Council hereby waives the bid procedure and authorizes purchase of an F-550 Chassis Cab to Southgate Ford (16501 Fort St., Southgate, MI 48195) in the amount of \$50,109. BE IT FURTHER RESOLVED THAT adequate funds are available in the Water and Sewer Department fund Capital Outlay Vehicles for this purchase.

Motion carried unanimously.

5. Letter from Mayor; Re: Bid letter for Purchase of computers through the Library Network, moved by George, supported by Zamecki, RESOLVED that the Southgate City Council hereby awards the bid for purchase of Computers to the Library through the Library Network to Dell Computers (One Dell Way, Round Rock, TX 78682) in the amount of \$17,213.17. BE IT FURTHER RESOLVED THAT funds are available in the Library Fund Balance for this Capital Expenditure.

Discussion took place.

Motion carried unanimously.

New Business

1. Discussion took place about handling any graffiti found in the city.
2. Discussion took place about the trash bin ordinance.

Unscheduled Persons in the Audience:

1. Theresa Hall, 16657 Barberry, Apt 8A, questioned whose responsibility is it for the run-away shopping carts at Meijer, Kroger, with it being stated the store owners.
2. Angela Nails, Po Box 204, Trenton, MI 48195 addressed several items and was informed to speak to another party about her concerns.

Claims and Accounts:

Moved by George, supported by Zamecki, RESOLVED, that Claims and Accounts be paid as outlined on Warrant # 1362 in the amount of \$2,025,778.20.

Motion carried unanimously.

Adjournment:

Moved by Colovos, supported by Rollet, RESOLVED, that this Regular Meeting of the Southgate City Council be adjourned at 7:27 P.M. Carried unanimously.

Mark Farrah
Council President Pro Tem

Janice M. Ferencz
City Clerk

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate
Celebrating 60 Years!

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

October 11, 2018

To the Honorable
City Council
Southgate, Michigan 48195

Re: Bid for the Street Section Program

Ladies and Gentlemen:

Bids for the Street Sectioning Program were received and it is recommended by the City Engineer and I concur, that the bid be awarded to GV Cement Contracting Company, Brownstown, Michigan, in the amount of \$224,784.00 plus a 15% contingency for a total cost of \$258,501.60. This was the lowest bid received and is in the best interest of the City.

Adequate funds are available in the Water and Sewer Fund to cover this contract.

Sincerely,

Joseph G. Kuspa
Mayor

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer




City of Southgate
Celebrating 60 Years!

- CITY COUNCIL -

JOHN GRAZIANI
Council President
MARK FARRAH
KAREN E. GEORGE
BILL COLOVOS
DALE W. ZAMECKI
PHILLIP J. RAUCH
CHRISTOPHER P. ROLLET

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: October 11, 2018

RE: Recommendation Street Sectioning Program

I have reviewed the above and concur with the City Engineers to award this bid to the lowest bidder, GV Cement Contracting Company Brownstown, Michigan in the amount of \$224,784.00 plus 15% contingency for a total cost of \$258,501.60.

Adequate funds are budgeted in the Water and Sewer Fund to cover this contract.



October 11, 2018

Mr. Dustin Lent, City Administrator
City of Southgate
14400 Dix-Toledo Highway
Southgate, Michigan 48195

**Re: Street Sectioning Program, Water Fund
Recommendation of Contract Award
City of Southgate
Hennessey Project No. 13106**

Dear Mr. Lent:

As you are aware, the City of Southgate opened bids on Wednesday, October 10, 2018 for the above referenced project and received bids from four (4) of the seven (7) contractors that picked up contract documents. Attached is a copy of the bid tabulation.

Our office has reviewed the four (4) bids received and in summary, bids received were as follows:

Contractor	Bid Amount
• GV Cement Contracting Company	\$224,784.00
• Dominic Gaglio Construction, Inc.	\$245,385.00
• Great Lakes Contracting Solutions, LLC	\$265,360.00
• Audia Concrete Const., Inc.	\$290,170.00

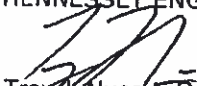
This project involves concrete pavement repairs to roadways, sidewalks and driveways throughout the City from water main breaks. The project is scheduled to start on 10/22/18 and be completed by 11/23/18

GV Cement has successfully completed similar projects for the City of Southgate and for other communities administered by our office within the specified schedule and budget.

Therefore, based upon the outcome of the bids, references and past experience, it is our office's recommendation to award the Street Sectioning Program, Water Fund Project to, GV Cement Contracting Company in the amount of \$258,501.60, which includes a 15% contingency of \$33,717.60. If you have any questions, please do not hesitate to contact me at any time.

Very Truly Yours,

HENNESSEY ENGINEERS, INC


Troy J. Nuccio, P.E.
Project Engineer

cc: Honorable Mayor Joseph Kuspa, City of Southgate
City Council Members, City of Southgate
Bob Tarabula, DPS Director, City of Southgate
Dave Angileri, Finance Director, City of Southgate
John Miller, Construction Manager, Hennessey Engineers, Inc.
John J. Hennessey, P.E., Vice-President, Hennessey Engineers, Inc.

**CITY OF SOUTHGATE - STREET SECTIONING PROGRAM, WATER FUND
PROJECT NO. 13106**

Line Number	Description	Estimated Amount	Unit	Unit Price in Figures	Line Total
1	Sawcut, Pavement	1,500	LFT	\$5.00	\$7,500.00
2	Remove Pavement (Size and Thickness Varies)	3,000	SYD	\$8.00	\$24,000.00
3	Subgrade Undercutting	200	CYD	\$20.00	\$4,000.00
4	Epoxy Coated Dowel Bars, 5/8 inch Dia.	1,000	EACH	\$3.00	\$3,000.00
5	Reconstruct Structure	10	VFT	\$250.00	\$2,500.00
6	Catch Basin or Inlet Frame and Grate (type)	4	EACH	\$600.00	\$2,400.00
7	Manhole Frame and Cover (type)	3	EACH	\$650.00	\$1,950.00
8	Gate Well Frame and Cover (type)	3	EACH	\$675.00	\$2,025.00
9	Drainage Structure Wrap	10	EACH	\$180.00	\$1,800.00
10	8" Non Reinforced Concrete Pavement	100	SYD	\$60.00	\$6,000.00
11	7" Non Reinforced Concrete Pavement	2,300	SYD	\$58.00	\$133,400.00
12	6" Concrete Drive Approach	500	SYD	\$63.00	\$31,500.00
13	4" Concrete Sidewalk	500	SFT	\$7.00	\$3,500.00
14	6" Concrete Sidewalk	200	SFT	\$7.50	\$1,500.00
15	7" Concrete Sidewalk Ramp and ADA Detectable Warning Tile	200	SFT	\$14.50	\$2,900.00
16	Restoration (3" Topsoil & Hydroseed)	150	SYD	\$11.00	\$1,650.00
17	Traffic Maintenance and Control	1	LSUM	\$6,000.00	\$6,000.00
18	Construction Observation	1	DAYS	20	\$9,760.00
TOTAL BID AMOUNT					\$245,385.00

G V Cement Contracting Company
20000 Dix-Toledo Highway
Brownstown, MI 48183

Dominic Gaglio Construction, Inc.
15347 Drysdale
Southgate, MI 48195

* = Correction in bid calculations determined by HEI

CITY OF SOUTHGATE - STREET SECTIONING PROGRAM, WATER FUND PROJECT NO. 13106			
Line Number	Description	Estimated Amount	Unit
1	Sawcut, Pavement	1,500	LFT
2	Remove Pavement (Size and Thickness Varies)	3,000	SYD
3	Subgrade Undercutting	200	CYD
4	Epoxy Coated Dowel Bars, 5/8 inch Dia.	1,000	EACH
5	Reconstruct Structure	10	VFT
6	Catch Basin or Inlet Frame and Grate (type)	4	EACH
7	Manhole Frame and Cover (type)	3	EACH
8	Gate Well Frame and Cover (type)	3	EACH
9	Drainage Structure Wrap	10	EACH
10	8" Non Reinforced Concrete Pavement	100	SYD
11	7" Non Reinforced Concrete Pavement	2,300	SYD
12	6" Concrete Drive Approach	500	SYD
13	4" Concrete Sidewalk	500	SFT
14	6" Concrete Sidewalk	200	SFT
15	7" Concrete Sidewalk Ramp and ADA Detectable Warning Tile	200	SFT
16	Restoration (3" Topsoil & Hydroseed)	150	SYD
17	Traffic Maintenance and Control	1	LSUM
18	Construction Observation	\$ 488.00	DAYS
		TOTAL BID AMOUNT	
		\$ 488.00	

* = Correction in bid calculations determined by HEI

Great Lakes Contracting Solutions, LLC 2300 Edinburgh Waterford, MI 48328		Unit Price in Figures	Line Total
		\$3.00	\$4,500.00
		\$12.50	\$37,500.00
		\$65.00	\$13,000.00
		\$7.50	\$7,500.00
		\$300.00	\$3,000.00
		\$550.00	\$2,200.00
		\$550.00	\$1,650.00
		\$675.00	\$6,750.00
		\$70.00	\$7,000.00
		\$58.00	\$133,400.00
		\$47.00	\$23,500.00
		\$6.25	\$3,125.00
		\$7.60	\$1,520.00
		\$15.00	\$3,000.00
		\$15.00	\$2,250.00
		\$6,500.00	\$6,500.00
		15	\$7,320.00
		\$265,365.00	

Audia Concrete Const., Inc. 2985 Childs Lake Rd Milford, MI 48381		Unit Price in Figures	Line Total
		\$3.75	\$5,625.00
		\$1.00	\$3,000.00
		\$30.00	\$6,000.00
		\$2.50	\$2,500.00
		\$100.00	\$1,000.00
		\$250.00	\$1,000.00
		\$250.00	\$750.00
		\$250.00	\$750.00
		\$300.00	\$3,000.00
		\$72.00	\$7,200.00
		\$62.61	\$144,003.00
		\$53.76	\$26,880.00
		\$4.48	\$2,240.00
		\$4.80	\$960.00
		\$18.00	\$3,600.00
		\$3.00	\$450.00
		\$69,500.00	\$69,500.00
		24	\$11,712.00
		\$290,170.00	

Howard L. Shifman
Brandon Fournier
Robert Nyovich- Of Counsel



31600 Telegraph Road, Suite 100
Bingham Farms, MI 48025
Phone (248) 642-2383 or
(248) 594-8700
Fax (248) 594-7080
shifmanlawmi.com

October 10, 2018

Honorable Mayor and City Council
City of Southgate
14400 Dix-Toledo
Southgate, MI 48195

Re: Letter of Agreement/Advance Life Support(ALS)/City of Southgate/
Southgate IAFF Local 1307

As has been previously reported to the City Council, the Administration has reached an Agreement with IAFF Local 1307 ("Union") to provide ALS medical response services for emergency medical calls in the City of Southgate. The Agreement was ratified by the Union who has worked with the Fire Chief to begin the preliminary stages of implementation of the amended service model in anticipation of final ratification by the City Council. The Agreement is attached for the City Council's consideration

Pursuant to the terms of the Agreement, after a comprehensive training program the City will begin to provide ALS services to emergency medical calls in the City. Medical transportation will continue be provided by Rapid Response EMS. To support the advanced model, the City and the Union have agreed to necessary departmental restructuring allowing for the reassignment of an employee to a Fire Prevention position, Fire Marshall/EMS Coordinator. This restructuring will occur in accordance with the reduction of command level suppression positions by a total of two positions.

This restructuring will be accelerated by the voluntary retirement of two senior level officers, who are not ALS certified. Under the terms of the Agreement members of the Union who have meet the specific criteria will be permitted to retire with their present accrued financial benefits, thus retiring with a reduced pension benefit should they have accrued full service. Pursuant to the applicable governing statute, I have attached a supplemental actuarial report which outlines the cost of the proposed retirements.

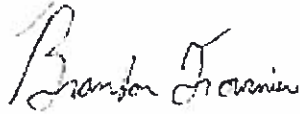
The Agreement also provides for a modified new hire recruitment process which will aid the City in hiring 2-3 experienced ALS firefighters in the coming months. It is the recommendation of the Administration that the City Council authorize the City to enter into the attached Letter of Agreement and acknowledge the PA 728 analysis. The Agreement and the

Honorable Mayor and City Council
City of Southgate
October 10, 2018

associated restructuring of the department will aid the City in increasing our service level in the most effective manner permitting the use of properly designed administrative team to assist and oversee the program in an administrative position in the Fire Prevention Division.

Thank you for your attention to this matter. Should you have any additional questions please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Brandon Fournier". The signature is written in black ink and is centered below the word "Sincerely,".

Brandon Fournier, Esq.

Cc: Dustin Lent, City Administrator
David Angileri, Finance Director/Assistant Finance Director

LETTER OF AGREEMENT

WHEREAS, the City of Southgate, (hereinafter, "City") and the International Association of Fire Fighters Local 1307 , (hereinafter, "Union") are parties to a collective bargaining agreement covering Southgate Firefighters for the period continuing up to and ending July 1, 2022;

WHEREAS, pursuant to the present terms and conditions of employment the City of Southgate provides Basic Life Support (BLS);

WHEREAS, the Parties have engaged in negotiations, which would adjust the service delivery model to provide for Advanced Life Support (ALS) Non-Transport Response;

WHEREAS, the Parties have agreed to specific terms and conditions which will ensure that the service model is to be implemented with the appropriate staffing support subject to all necessary training requirements

NOW THEREFORE THE PARTIES, agree to the following:

1. Effective January 1, 2019 the City of Southgate shall provide ALS Non-Transport Response on emergency medical calls within the City of Southgate, subject to any obligations of Downriver Mutual Aid (DMA). It is expressly agreed and understood that while a member is assisting with a medical transport beyond the legal jurisdiction of the City there shall be no obligation to backfill that position and while on this transport he/she shall count towards daily manpower during that time.
2. Prior to the commencement of the improved service model contemplated herein, the City shall arrange for each member of the bargaining unit to participate in not less than two (2) twelve (12) hour training sessions at Henry Ford Wyandotte Hospital, or equivalent facility. Members shall be provided with overtime pay during training. It is agreed that this

requirement may be waived based on demonstrable experience and qualifications at the sole discretion of the Fire Chief.

3. Members of the bargaining unit who presently possess the rank of Captain and who would be eligible to retire by 1/2021, shall be provided a one-time, non-precedential opportunity to retire before the end of this calendar year. Their pension shall be calculated based on current accrued benefits, with the only amendment thereto a reduction in years of service requirement. Members shall be provided all other benefits owed which would be provided to them upon the attainment of their regular retirement date under the collective bargaining agreement, including retiree health care. The Parties acknowledge that this section is subject to the completion of a supplemental actuarial valuation pursuant to MCL 38.1140h(5). Should a member meeting the eligibility requirements described in this paragraph choose to exercise this option they must retire no later than December 1, 2018.
4. Regardless of the number of retirements resulting from the provisions of paragraph 3 above, upon the next two (2) vacancies in the captain classification in the command structure the command staff shall be reduced by attrition to a total of (2) two captains' positions. In consideration of this the City shall fill the Fire Marshall/EMS Coordinator Position with Lt. Jeffrey Moore.
5. The Parties agree that future vacancies for the position of Fire Marshall/EMS Coordinator shall be filled in the following manner. All interested members possessing the rank of Lt. and Captain shall submit a letter of interest in the position to the City through the fire chief. All eligible members who submit a letter of interest shall participate in a pass/fail examination through an assessment center. The City of Southgate Appointing Authority shall then have the right to select any of the qualified candidates for the position of Fire Marshall/EMS

Coordinator. The City agrees that during the time the City provides ALS Response the City shall maintain the position of Fire Marshall/EMS Coordinator. Vacancies in this job classification shall be posted by the City immediately upon knowledge of an impending vacancy, which shall be filed within thirty (30) days of such vacancy, unless the City is unable to do so subject to the requirements herein.

6. Upon the occurrence of the vacancies in the rank of Firefighter contemplated under this agreement or any future vacancies in the Fire Department the Parties agree that new employees shall not be hired subject to Civil Service Rules. Eligible applicants meeting the minimum requirements for the position of Fire Fighter shall, upon the submission of a completed application, participate in an oral interview with the City Administrator, Fire Chief and the Assistant City Administrator/Finance Director or his designee. The Union shall be provided the annual opportunity to provide the City with a list of proposed interview questions and/or topics which it believes should be included in the new hire interview process. The City shall have the right to hire an individual as determined without the invocation of the Police and Fire Civil Service System, Public Act 78. The Parties further agree that the City may place a new hire in the wage scale up to the Year 3 wages based upon objective evidence of prior skills and experience.
7. Any offer made under this Agreement will be subject to all pre-employment requirements for all newly employed fire fighters including physical and psychological review, personnel file and background review, probation period and other measures required by the Department.
8. The Parties agree that subject to the ratification of this Agreement by Union and the City the Parties shall take all necessary steps to incorporate the terms contained herein into the Parties Collective Bargaining Agreement for the period of July 1, 2018 – June 30, 2022.

CITY OF SOUTHGATE

INTERNATIONAL ASSOCIATION OF
FIREFIGHTERS

D. Lee 9-19-18
BY: DATE

J. E. Samuel 9-19-18
BY: DATE

BY: DATE

BY: DATE

BY: DATE

BY: DATE



September 27, 2018

CONFIDENTIAL

Mr. David Angileri
Assistant City Administrator/Finance Director
City of Southgate
14400 Dix-Toledo Road
Southgate, Michigan 48195

Re: Michael Farrah Early Retirement – Impact on the City of Southgate Policemen and Firemen Retirement System

Dear Mr. Angileri:

You have asked us to provide the impact to the City of Southgate Policemen and Firemen Retirement System of allowing member Michael Farrah to retire early.

The proposal will allow Mr. Farrah to retire before meeting the age 50 with 25.0 years of service, service retirement requirements. An assumed early retirement date of December 15, 2018 was provided by the City. Mr. Farrah would otherwise be eligible for normal retirement benefits at November 5, 2020 upon earning 25 years of service and having attained age 50.

The City provided estimated annual retirement benefit amounts of \$70,799 on the early retirement date and an annual benefit of \$76,689 on the normal retirement date. The increase in the present value of benefits to the City as of December 15, 2018 is approximately \$58,000. Under Section III. C. (3) of the actuarial funding policy, the increase in present value will be financed over a 5-year closed period, resulting in an initial contribution increase of \$12,880 annually increasing at a rate of 3.5% per year.

The valuation has been completed assuming Mr. Farrah elects the 60% J&S form of payment and relies on the same actuarial assumptions as are used in the annual actuarial valuation of the System as of June 30, 2017. In particular, the interest rate used is 7.25% and the mortality tables are the RP-2014 Healthy Annuitant Generational Mortality Tables, with blue collar adjustment and extended via cubic spline. This table is adjusted backwards to 2006 with the MP-2014 scale. Future mortality improvements are assumed each year from 2006 using scale MP-2015.

If you have any questions regarding this letter please feel free to contact me.

Sincerely,

Rebecca Stouffer, ASA, FCA, MAAA





September 27, 2018

CONFIDENTIAL

Mr. David Angileri
Assistant City Administrator/Finance Director
City of Southgate
14400 Dix-Toledo Road
Southgate, Michigan 48195

Re: Casey Gomez Early Retirement – Impact on the City of Southgate Policemen and Firemen Retirement System

Dear Mr. Angileri:

You have asked us to provide the impact to the City of Southgate Policemen and Firemen Retirement System of allowing member Casey Gomez to retire early.

The proposal will allow Mr. Gomez to retire before meeting the age 50 with 25.0 years of service, service retirement requirements. An assumed early retirement date of December 15, 2018 was provided by the City. Mr. Gomez would otherwise be eligible for normal retirement benefits at July 13, 2019, upon earning 25 years of service and having attained age 50.

The City provided estimated annual retirement benefit amounts of \$74,906 on the early retirement date and an annual benefit of \$76,884 on the normal retirement date. The increase in the present value of benefits to the City as of December 15, 2018 is approximately \$17,000. Under Section III. C. (3) of the actuarial funding policy, the increase in present value will be financed over a 5-year closed period, resulting in an initial contribution increase of \$3,776 annually increasing at a rate of 3.5% per year.

The valuation has been completed assuming Mr. Gomez elects the 60% J&S form of payment and relies on the same actuarial assumptions as are used in the annual actuarial valuation of the System as of June 30, 2017. In particular, the interest rate used is 7.25% and the mortality tables are the RP-2014 Healthy Annuitant Generational Mortality Tables, with blue collar adjustment and extended via cubic spline. This table is adjusted backwards to 2006 with the MP-2014 scale. Future mortality improvements are assumed each year from 2006 using scale MP-2015.

If you have any questions regarding this letter please feel free to contact me.

Sincerely,

Rebecca Stouffer, ASA, FCA, MAAA



JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer



City of Southgate
Celebrating 60 Years!

- CITY COUNCIL -

JOHN GRAZIANI
Council President

MARK FARRAH

KAREN E. GEORGE

BILL COLOVOS

DALE W. ZAMECKI

PHILLIP J. RAUCH

CHRISTOPHER P. ROLLET

October 8, 2018

Honorable City Council Members
14400 Dix-Toledo Rd.
Southgate, Michigan 48195

Re: Bid Waiver for the Purchase of an Impactor/Hydraulic Hammer – Water/Sewer
Department

Ladies and Gentleman:

The Administration concurs with the DPS Directors recommendation to waive the bid procedure for the purchase of an Impactor/Hydraulic Hammer for the Water/Sewer Department and award the purchase to Michigan CAT, Novi, Michigan. Michigan CAT has agreed to match the State Bid pricing in the amount of \$16,803.00.

Adequate funds are available in the Water and Sewer Department Fund Capital Outlay Machinery and Equipment account, for this purchase.

Your favorable consideration of this bid recommendation is greatly appreciated.

Sincerely,


Joseph G. Kuspa
Mayor

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMES E. DALLOS
Treasurer




City of Southgate
Celebrating 60 Years!

- CITY COUNCIL -

JOHN GRAZIANI
Council President
MARK FARRAH
KAREN E. GEORGE
BILL COLOVOS
DALE W. ZAMECKI
PHILLIP J. RAUCH
CHRISTOPHER P. ROLLET

MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: David Angileri, Assistant City Administrator/Finance Director 

DATE: October 8, 2018

RE: Recommendation for Purchase Impactor/ Hydraulic Hammer Water & Sewer

I have reviewed the above with the DPS Director and concur with his recommendation for a waiver of bid and to award this purchase to Michigan CAT, Novi, MI. Michigan CAT will match the State Bid in the amount of \$16,803.00.

Adequate funds were budgeted and are available in the Water & Sewer Department – Capital Outlay-Machinery & Equipment Account for this purchase.

JOSEPH G. KUSPA
Mayor

JANICE M. FERENCZ
City Clerk

JAMENE DALLOS
Treasurer



City of Southgate
Celebrating 60 Years!

- CITY COUNCIL -

JOHN GRAZIANI
Council President

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DALE W. ZAMECKI

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CHRISTOPHER P. ROULET

Memorandum

To: The Honorable Mayor and Members of City Council

From: Robert Tarabula, DPS Director *RT*

Date: September 24, 2018

Re: Request for Waiver of Bid – Impactor/Caterpillar Hydraulic Hammer

The Water Department is need of replacing 1 aging Impactor/Caterpillar H80ES Hydraulic Hammer. Adequate funding has be set aside by the Finance Director for this purpose.

Michigan CAT has agreed to match the State of Michigan bid for the Caterpillar H80ES Hydraulic Hammer. The following price includes standard manufacture equipment, options requested by the State contract (#071B7700084), and options requested by the City. The cost for the Caterpillar H80ES Hydraulic Hammer is \$16,803.00.

I recommend that the purchase of one Caterpillar H80ES Hydraulic Hammer be awarded to Michigan CAT, 24800 Novi Rd., Novi MI, 48375 for the amount of \$16,803.00. I respectfully request this item be placed on the City Council's agenda for purposes of a waiver of bid request and purchase approval.

If you have any questions, please contact me. I would appreciate your favorable consideration of this request.

Enclosure

RT/sb



Corporate
Headquarters
24800 Novi Road
PO Box 918
Novi, MI 48375-0918

September 11, 2018

City of Southgate
14719 Schafer Ct
Southgate Mi. 48195

Dear John:

Thank you for giving Michigan CAT the opportunity to submit a quote for the Caterpillar H80ES Hydraulic Hammer Work Tool

CATERPILLAR H80ES Hydraulic Hammer

BHL D/E/F H80ES SILENCED HAMMER, 1,000 FT LBS ENERGY CLASS, 600-1,500 BPM, INCLUDES MOIL & CHISEL TOOLS(2.93"), INCLUDES HAMMER CHARGING KIT, MOUNTING BRACKET & LINES, 16-34 GPM, 2,500 PSI, INCLUDES MOUNTING PINS

***Standard 1 Year Warranty**

"MI DEAL" Contract #071B7700084 Price

\$16,803.00

We believe the equipment quoted will exceed your expectations. On behalf of Michigan CAT,

Thank you,

Paul Mackin
Account Representative
Michigan CAT
Cell 313.402.7674
Fax 866.947.3152
Paul.Mackin@michigancat.com

1-888-MICH CAT

www.michigancat.com

Novi • Shelby Twp. • Grand Rapids • Saginaw • Lansing
Kalkaska • Brownstown Twp.

JOSEPH G. KUSPA
Mayor

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CHRISTOPHER P. ROLLET

Memorandum

To: Honorable City Council Members

From: Laura Walsh

Date: October 8, 2018

Re: SMART Municipal and Community Credit Program Agreement

Enclosed please find documents for the City of Southgate Transportation Program and Funding programs available for the SMART program under the following title:

Municipal and Community Credits Program for FY 2019

Please review the attached resolution for your approval and authorization.

Thank you.

MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT FOR FY 2019

I, Laura Winslow, as the Admin. Assistant of City of Southgate (hereinafter, the "Community") hereby apply to SMART and agree to the terms and conditions herein, for the receipt and expenditure of **Municipal Credits** available for the period July 1, 2018 through June 30, 2019 (Section 1 below), and **Community Credits** available for the period July 1, 2018 to June 30, 2019 (Section 2 below); and further agree that the **Municipal and Community Credits Master Agreement** between the parties is incorporated herein by reference. A description of the service the Community shall provide hereunder is set forth in **Exhibit A**, and the operating budget for that service is set forth in **Exhibit B**, both of which are attached hereto and incorporated herein.

1. The Community agrees to use \$ 29,564 in **Municipal Credit** funds as follows:

- (a) Transfer to _____ Funding of: \$ _____
TRANSFEEE COMMUNITY
- (b) Van/Bus Operations At the cost of: \$ 29,564⁰⁰
(Including Charter and Taxi services)
- (c) Services Purchased from SMART At the cost of: \$ _____
(Including Tickets, Shuttle Services/Dial-a-Ride)
- (d) Services Purchased from Subcontractor At the cost of: \$ _____

(NAME OF SUBCONTRACTOR)
(See attached Subcontractor Service Agreement)

Total \$29,564

SMART intends to provide Municipal Credit funds under this contract to the extent funds for the program are made available to it by the Michigan Legislature pursuant to Michigan Public Act 51 of 1951. Municipal Credit funds made available to SMART through legislative appropriation are based on the State's approved budget. In the event that revenue actually received is insufficient to support the Legislature's appropriation, it will result in an equivalent reduction in funding provided to the Community pursuant to this Contract. In such event, SMART reserves the right, without notice, to reduce the payment of Municipal Credit funds by the amount of any reduction by the legislature to SMART. All Municipal Credit funding must be spent by June 30, 2020; all funds not spent by that date will revert back to SMART pursuant to Michigan Public Act 51 of 1951, for expenditure consistent with Michigan law and SMART policy.

2. The Community agrees to use \$42,231 in **Community Credit** funds available as follows:

- (a) Transfer to _____ Funding of: \$ _____
TRANSFEEE COMMUNITY
- (b) Van/Bus Operations At the cost of: \$ 38,231⁰⁰
(Including Charter and Taxi services)
- (c) Services Purchased from SMART At the cost of: \$ 4,000⁰⁰
(Including Tickets, Shuttle Services/Dial-a-Ride)

- (d) Capital Purchases At the cost of: \$ _____
- (e) Services Purchased from Subcontractor At the cost of: \$ _____

 (NAME OF SUBCONTRACTOR)
 (See attached Subcontractor Service Agreement)

Total \$42,231

To the extent that this Contract calls for a payment of funds directly from SMART to a subcontractor, Community hereby acknowledges that it is the party entitled to receive such funds and is affirmatively authorizing and directing SMART to pay such funds directly to the subcontractor on its behalf. Capital purchases permitted with Community Credits are subject to applicable state and federal regulations, and SMART policy, including procurement guidelines. When advantageous, SMART may make procurements directly. Reimbursement for purchases made by Community requires submission of proper documentation to support the purchase (i.e. purchase orders, receiving reports, invoices, etc.). Community Credit dollars available in FY 2019, may be required to serve local employer transportation needs per the coordination requirements set forth in the aforementioned Master Agreement. All Community Credit funds must be spent by June 20, 2021; any funds not spent by that date may revert back to SMART for expenditure consistent with SMART policy.

This agreement shall be binding once signed by both parties.

CITY OF SOUTHGATE

By: _____

Date _____

Its: _____

Suburban Mobility Authority for
Regional Transportation

Date _____

By: _____
 John C. Hertel
 General Manager

PROJECT DESCRIPTION

Overall Project Description (please provide a descriptive narrative):

Southgate operates a transportation service that is available to senior citizen and handicapped residents of the city. This transportation service operates Monday through Thursday, 8:30am to 4:00pm. In the last year, Southgate continues to expand the amount of service available within the time frames listed above. This has been accomplished by purchasing new buses and assigning additional drivers to the daily service. In the coming years it is estimated that an average of 400 hours of service will be conducted each month. This amount will allow flexibility in the scheduling of appointments for our clients.

Service Area (please provide geographic boundaries):

We pick up Southgate residents but will travel through the whole downriver area.

Service Times (please provide days and hours of service):

Monday through Thursday 8:00am to 4:00pm

Service Reservation number: 734-258-3066

Eligible User Groups (please set forth users eligible to use the service):

Transportation is available to senior citizens, age 55 and older, and handicapped individuals (a handicapped lift is available in all 3 vans). Persons 55 or older may utilize this service if they are on a disability retirement. A further restriction of the program is that the senior citizen or handicapped person cannot or does not drive.

Fare Structure:

Reservations scheduled with clients primarily include destinations to shopping, banking, the Senior Center, doctors and other health services. Trips for medical appointments, shopping, etc. in the City have a nominal charge of \$1 one-way per seven (7) additional miles of travel.

Service Mode: (List SMART Vehicle number, local owned vehicles and type of vehicles available, and whether they are wheelchair lift-equipped):

Two fourteen passenger vehicles and one Van. They all have lifts. 3 vehicles total.

EXHIBIT B

PROJECT OPERATING BUDGET

Municipality:

Contract Period: July 1, 2018 – June 30, 2019

Account Number:

OPERATING EXPENSES:

Administrative Fee: *(All employees
other than drivers and dispatchers)*
(10% max. of MC & CC funds)

7899.50

Driver Wages

45,416.50

Fringe Benefits

Gasoline & Lubricants

8000.00

Vehicle Insurance

3599.00

Parts, Maintenance Supplies

3000.00

Mechanic Wages

3000.00

Fringe Benefits

Dispatch Wages

3000.00

Other (Specify)

1080.00

Sub-Total (Operating Expenses)

PURCHASED SERVICE:

Taxi Service

Charter Service

SMART Bus Tickets

4,000.00

SMART Shuttle Service

SMART Dial-A-Ride

Other (Specify)

Sub-Total (Purchased Service)

4,000.00

CAPITAL EQUIPMENT:

(Only list purchases to be made with Community Credits)

Computer Equipment

Software

Vehicle

Maintenance Equipment

Other (Specify)

Sub-Total (Capital Equipment)

**TOTAL EXPENSES Operating
Expenses, Purchased Service, and
Capital Equipment:**

78,995.00

EXHIBIT B, continued (Page 2)

REVENUES:

Community Credit Funds	<u>29,564.00</u>
Specialized Services Funds	<u>42,231.00</u>
General Funds	_____
Farebox Revenue	<u>7,200.00</u>
In-Kind Service	_____
Special Fares (Contracted Service)	_____
Other (Specify)	_____

TOTAL REVENUE:

78,995.00

(Note: **TOTAL EXPENSES** must equal **TOTAL REVENUE**)

SMART EEO COMPLIANCE REPORT A Form

COMMUNITY PARTNERSHIP FORM

Employment Data

Report all Transit related permanent, temporary, or part-time employees including apprentices and on-the-job trainees. Enter the appropriate figures in the boxes below relating to an employee's race and gender.

Job Classification	Total				Race														
					Non Minority		Minority												
	Employees	Male	Female	Minority	White		African American		Hispanic		Asian		Pacific Islander		American Indian		Multi Race		
					Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male
Officials/Manager	1		1																
Professionals																			
Technicians																			
Sales Workers																			
Office and Clerical Staff	2		2																
Skilled Crafts																			
Operators	3		3																
Laborers																			
Service Workers																			
Journey Workers																			
Apprentices																			
Total																			

Certification

How was this information obtained? Visual Survey: Yes No Employment Records: Yes No

Name of authorizing official(Print): Laura Walsh Title: Admin. Assistant

Telephone: 734-258-3022 Ext: _____ Email: _____

Signature: *Laura Walsh* Date: _____
LWalsh@cl.southgate.mi.us

Name of person completing report: Laura Walsh Title: _____

Telephone: _____ Ext: _____ Email: _____

SMART EEO COMPLIANCE REPORT A Form

COMMUNITY PARTNERSHIP FORM

Agency/Community Information

Program Type: Community Partnership Program (CPP) Specialized Service New Freedom JARC 5310

Name of Agency/Community: City of Southgate

Address: 14400 Dix-Toledo Rd.

City: Southgate

State: MI

Zip: 48195

Agency/Community Data

1) Has your agency/community completed in excess of \$1,000,000 in DOT federally-funded contracts in the past year?

Yes No

2) Does your agency/community employ over fifty (50) transit related employees?

Yes No

If the answers to the previous two questions were both "Yes", Please forward your agency's/community's Affirmative Action plan to the address below:

Buhl Building
535 Griswold Street, Suite 600
Detroit, MI 48226
Attn: EEO Coordinator

Have all subcontractors been informed of their responsibility to file an EEO Compliance Report A form? Yes No N/A

Drug and Alcohol Testing Program Requirements

Does your agency/community have a DOT Drug and Alcohol testing program for safety sensitive employees? (Vehicle operators, dispatchers, mechanics and armed security)

Yes No

Name of your Drug and Alcohol testing program manager: Dustin Lent

Phone Number: 734.258.3021

Email Address: DLent@ci.southgate.mi.us

Please Proceed to Employment Data Section on Backside