



**CITY COUNCIL MEETING AGENDA
FEBRUARY 28, 2022 – 7:00 pm**

This is an in-person meeting, and will also be livestreamed via Zoom, virtual attendance is encouraged.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Consent Agenda: (Roll Call)**
 - A. Regular City Council Meeting Minutes-February 14, 2022
 - B. Accounts Payable in the amount of \$482,937.87
5. **Staff Reports:**
 - A. City Manager – No report
 - B. Treasurer
 - C. Planning and Zoning
 - D. DPW
 - E. Fire
 - F. Police – No report
 - G. Engineer
6. **Agenda Changes (Additions/Deletions)**
7. **Guest Speakers**
8. **Public Comment on Agenda Items (Limit 3 minutes)**
9. **Introduction of Ordinances**
10. **Public Hearings**
11. **Unfinished Business**

NOTICE:

Join online by visiting:
<https://us02web.zoom.us/j/2698572603>

Join by phone by dialing:
**(312) 626-6799 -or-
(646) 518-9805**

Then enter "Meeting ID":
2698572603

Please send questions or comments regarding meeting agenda items prior to meeting to:
ryan@saugatuckcity.com

Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck City Clerk at 269-857-2603 or jwolters@saugatuckcity.com for further information.

12. New Business:

- A. Special Event – Saugatuck-Douglas Area Business Association “Erin-Go-Bark” Parade
(Voice Vote)
- B. Signage Request – Saugatuck Center for the Arts “Mountainfilm on Tour” *(Voice Vote)*
- C. Resolution 220228-A – 2023 GMC Sierra 3500 Purchase for FY 2022-2023 *(Roll Call)*
- D. Resolution 220228-B – Dump Truck Purchase for FY 2022-2023 *(Roll Call)*
- E. Resolution 220228-C – Dump Truck Accessories for FY 2021-2022 *(Roll Call)*

13. Public Comments (Limit 3 minutes)

14. Communications

15. Boards, Commissions & Committee Reports

16. Council Comments

17. Mayor’s Comments

18. Adjourn *(Voice Vote)*



**CITY COUNCIL MEETING MINUTES-PROPOSED
FEBRUARY 14, 2022 – 7:00 pm**

Call to Order:

The meeting was called to order by Mayor Lewis at 7:00p.m.

Attendance:

Present: Mayor Lewis, Mayor Pro-Tem Dean, Councilmembers Bekken, Gardner, Leo, Stanton & Trester.

Absent: None

Staff Present: City Manager Heise, DPW Superintendent Herbert, Project Coordinator/Deputy Clerk White & City Clerk Wolters.

There were sixteen persons in the audience.

Consent Agenda:

A. Regular City Council Meeting Minutes-January 24, 2022:

a. Corrections to the minutes of January 24, 2022:

i. New Business, Chain Ferry Agreement, change from “of years is requested” to “of five years is requested”.

ii. Public Comments on Agenda Items, Change “Saugatuck resident Richard Donovan” to “Douglas resident Richard Donovan”.

B. Accounts Payable in the amount of \$741,149.91

Motion by Gardner, second by Trester to approve the Consent Agenda. Motion carried unanimously by roll call vote.

Staff Reports:

The City Manager, Treasurer, Planning and Zoning Administrator, DPW Superintendent, Police Lieutenant and Engineer submitted status reports of current activities for their respective departments. Fire Chief report was emailed to Council on 2/13/22 and not included in the Council meeting packet due to receive time of report. Lt. Ensfield spoke regarding recent updates to his report.

Agenda Changes: None

Guest Speakers: None

Public Comment on Agenda Items:

- Joey Andrews who will be running for the 38th House District spoke regarding his campaign. His three main areas of focus for lakeshore communities are combating lakeshore erosion, control of short-term rentals and building a more permanent economy that local families can build a lifestyle to survive on.
- Dan Fox shared information from the Saugatuck Township Fire District Board’s January meetings.

Introduction of Ordinances:

Board of Review Alternate Members -Ordinance 220214-A:

The proposed ordinance allows the establishment of additional regulations for the Board of Review, including the appointment of not more than two alternate members for the same term and qualifications as regular members of the Board of Review consistent with the City Charter and state law.

Motion by Dean, second by Trester to approve Ordinance 220214-A for adoption of Board of Review alternate members. Motion carried unanimously by roll call vote.

Expanded Outdoor Dining Area -Ordinance 220214-B:

The purpose of the amendment to the ordinance is to allow for the licensing of expanded outdoor dining areas in the City’s public streets. Currently, the City Code of Ordinances prohibits “temporary obstructions”, which includes expanded Outdoor dining areas and associated structures.

Motion by Leo, second by Stanton to adopt Ordinance Amendment 220214-B to amend the Code of the City of Saugatuck by adding a new section which shall be designated as Section 96.33, to provide for the licensing of expanded outdoor dining areas within the City’s streets, to protect the public health, safety and general welfare of persons and property within the City. Motion carried unanimously by roll call vote.

Public Hearings: None

Unfinished Business: None

New Business:

The Butler Request for Temporary Road:

The Butler restaurant requested for a Dura Base temporary road partially on City property to gain site access to their patio construction project.

Approval will be taken care of administratively based on Council consensus.

Board of Review March Alternate Dates -Resolution 220214-A:

Resolution 220214-A allows for Board of Review to meet on the alternative starting date of March 16, 2022, the Wednesday following the second Monday of March.

Motion by Gardner, second by Dean to approve 220214-A for Board of Review to meet on the alternative starting date of March 16, 2022. Motion carried unanimously by roll call vote.

Board of Review Income and Poverty Exemption -Resolution 220214-B:

PA 253 of 2020 amended MCL 211.7u which requires the City Council to approve and adopt Poverty Exemption Guidelines on an annual basis.

Motion by Trester, second by Leo to approve the Resolution to adopt guidelines for Poverty Exemptions for the Board of Review implemented in 2022. Motion carried unanimously by roll call vote.

Dumpster Enclosure Agreement -302-322 Culver Street:

License agreement with Saugatuck Mews Condominium Association identifying terms and conditions for dumpsters to be placed on City owned property.

Motion by Stanton, second by Dean to approve the License Agreement between the City of Saugatuck and Saugatuck Mews Condominium Association to place resident dumpsters in a location that does not interfere with the City of Saugatuck's parking space layout plan as presented and attached to the Agreement and consistent with local and state laws and regulations. Motion carried unanimously by voice vote.

Arbor Day Proclamation 2022:

As part of the Tree City USA requirements for certification, the City of Saugatuck must publicly proclaim and celebrate Arbor Day. The City of Saugatuck will proclaim April 29, 2022, as Arbor Day; a tree planting ceremony on Arbor Day with the location to be determined by the Department of Public Works.

Motion by Leo, second by Stanton to approve Proclamation No. 220214-P1 as presented, proclaiming April 29, 2022, as Arbor Day in the City of Saugatuck. Motion carried unanimously by voice vote.

Special Event: The Market at SCA:

Saugatuck Center for the Arts is hosting a farmer & artisan market with 41 vendors on three nonconsecutive dates and requesting full parking lot closure of the Culver Street parking lot on each occasion. Approximately 800 guests at each date and there will be no music, alcohol, or fireworks.

Motion by Stanton, second by Trester to approve The Market at SCA hosted by Saugatuck Center for the Arts with dates of June 17, 2022, August 5, 2022, and September 23, 2022. Motion carried unanimously by voice vote.

Expanded Outdoor Dining Area Policy Adoption -Resolution 220214-C:

Purpose: To provide procedure and process for licensing the use of the City of Saugatuck public streets for expanded outdoor dining.

Motion by Trester, second by Leo to approve Resolution No. 220214-C as presented approving the creation of the city of Saugatuck expanded Outdoor Dining Area Policy. Motion carried unanimously by roll call vote.

Expanded Outdoor Dining Area Schedule of Fee Adoption -Resolution 220214-D:

Proposed revisions to the City's Schedule of Fees: New Expanded Outdoor Dining Area License Fee - \$200/month per parking space.

Motion by Stanton, second by Dean to approve Resolution No. 220214-D as presented approving a change in the City's Schedule of Fees. Motion carried unanimously by roll call vote.

Public Comments:

Christine Murphy Pierce spoke with concern regarding paying the Expanded Outdoor Dining Area fee upfront, she would rather pay in installments.

Communications:

- Craig Steenberg emailed a letter to Council recommending sidewalks be clear for pedestrian traffic when considering guidelines for the new Expanded Outdoor Dining Areas.
- Dan Fox emailed a letter to Council with his concern on the new protocol regarding Board, Commissions & Committee Reports.
- Phillip A Rothermich emailed a letter to Council with concerns regarding The Butler's request for a temporary road.
- Janet Schmidt emailed a letter to Council with questions regarding The Butler's request for a temporary road.

Boards, Commissions & Committee Reports:

- Mark Bekken presented the manager's report from January for the Kalamazoo Lake Sewer and Water Authority. He also explained the new billing option that recently changed.
- Holly Leo noted the Tri-Community Non-Motorized Trail Study Committee is diligently working on their DNR trust fund application.
- Russ Gardner spoke regarding the Planning Commission's six-week training.

Council Comments:

- Russ Gardner thanked City Hall staff for their daily work. He encouraged the City to look into using pet safe ice melt on sidewalks.

Mayor's Comments: None

Mayor Lewis adjourned meeting at 8:02 p.m.

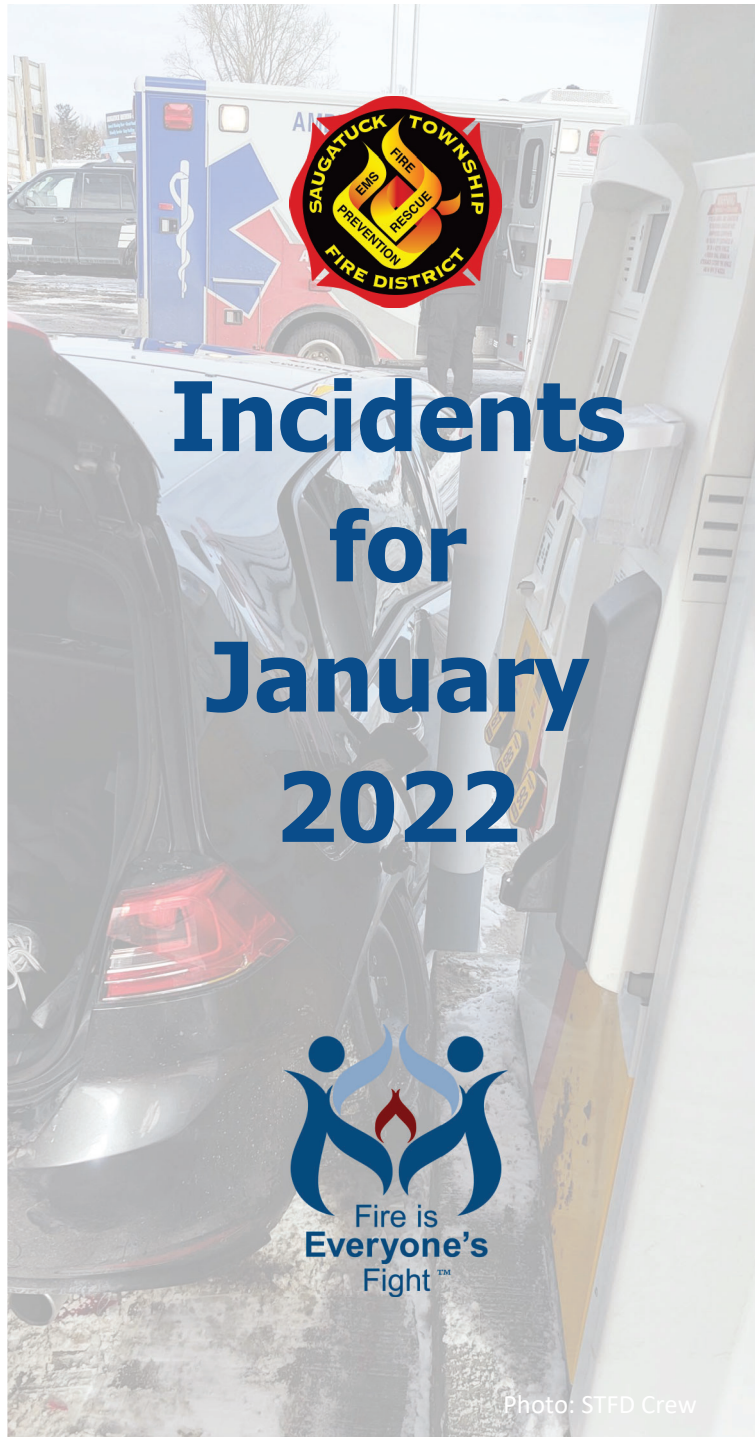
Motion by Stanton, second by Gardner to adjourn the meeting at 8:02 p.m. Motion carried unanimously by voice vote.

Vendor Name	Description	Amount
1. ALLEGAN COUNTY TREASURER	PROPERTY TAXES	65,543.48
2. BARBER FORD INC	SHERIFF VEHICLE MIRROR	386.93
3. BEST ONE FLEET SERVICE	LOADER TIRE REPAIR	203.57
4. COMCAST	TELEPHONE & INTERNET	153.67
5. CUSTOM DESIGN WORKS	SNOW PLOW MATERIAL	200.00
6. D & L TRUCK & TRAILER LLC	SNOW PLOW REPAIR #1	598.95
7. DETROIT SALT COMPANY	ROAD BULK SALT	6,979.61
	ROAD BULK SALT	3,475.87
	TOTAL	10,455.48
8. E DOWD CRANE SERVICE LLC	TREE SERVICE	1,920.00
	TREE SERVICE	2,160.00
	TOTAL	4,080.00
9. FASTENAL	SUPPLIES BOLTS	88.10
	SNOW PLOW BOLTS	74.10
	SNOW PLOW BOLTS	461.99
	TOTAL	624.19
10. FRONTIER	DPW GARAGE	183.81
	OVAL BEACH	62.13
	TOTAL	245.94
11. GATES ELECTRIC INC	COUGHLIN PARK STERNBERGS TO LED'S	1,235.19
	STERNBERG REPAIRS	462.48
	TOTAL	1,697.67
12. IHLE AUTO PARTS	SUPPLIES	564.04
13. INTERURBAN TRANSIT AUTHORITY	PROPERTY TAXES	14,953.31
14. LORRIE PASTOOR	CLEANING SERVICES	100.00
15. MAJOR BRANDS OIL CO.	OIL'S	1,061.91
16. MERS	RETIREMENT	4,500.00
17. MICHIGAN GAS UTILITIES	DPW GARAGE	583.07
	BUTLER STREET TOILETS	180.14
	CITY HALL	175.06
	TOTAL	938.27
18. NET2PHONE INC	TELEPHONES	175.90
19. OTTAWA AREA INTERMEDIATE	SCHOOL DIS	
	PROPERTY TAXES	4,889.81
20. PETTY CASH	TRAINING	20.00

Vendor Name	Description	Amount
21. PRIORITY HEALTH	HEALTH INSURANCE	9,426.37
22. PURITY CYLINDER GASES INC	SUPPLIES	54.12
	WELDER	4,322.53
	SUPPLIES	443.09
	TOTAL	4,819.74
23. SAUGATUCK DOUGLAS LIBRARY	PROPERTY TAXES	24,942.05
24. SAUGATUCK DRUG	SUPPLIES	25.28
25. SAUGATUCK FIRE	PROPERTY TAXES	69,234.12
26. SAUGATUCK PUBLIC SCHOOLS	OVAL BEACH SIGN	600.00
	PROPERTY TAXES	260,530.52
	TOTAL	261,130.52
27. SHORELINE TECHNOLOGY SOLUTIONS	COPIER SET UP	93.75
28. SISTERS IN INK	UNIFORMS	886.48
29. STANDARD INSURANCE COMPANY	INSURANCE	392.35
30. TRUCK & TRAILER SPECIALTIES	SNOW PLOW CUTTING EDGES	594.09
TOTAL - ALL VENDORS		482,937.87
FUND TOTALS:		
Fund 101 - GENERAL FUND		21,318.71
Fund 202 - MAJOR STREETS		6,698.95
Fund 203 - LOCAL STREETS		4,581.00
Fund 661 - MOTOR POOL FUND		10,245.92
Fund 701 - CURRENT TAX FUND		440,093.29

Summary of Incidents

- ❖ January started the year in near record territory, 69 calls total compared to 72 in 2021. A difference of -4.2%, however still above the January average of 60 calls.
- ❖ Our response time for January was 7:43. This was slower than usual. The weather and road conditions were major factors. January showed 45 emergent calls (lights and siren) matching 2021.
- ❖ Saturday, Sunday and Monday are the busy days compared to the rest of the week with 38 calls totally. The hours from 8AM-9PM count for the busy time of the day, this reflects our usual statistic from previous years.
19 overlapping calls is higher compared to January 2021 with 14. 27.5% of our calls in January were overlapping.
- ❖ Type of calls saw an increase of EMS (medical); this category counts for 72% of our volume for January. The most common EMS call type is again falls, 12 such incidents this month, or 24% of the reported 50 calls, followed by general MVIs with (motor vehicle incidents, i.e., crashes, fires etc.) with 9 people injured, or 18%, in 12 incidents of all EMS calls.
January MVIs compares to 9 and 2 in 2021/2020 respectively. Please take note that this is a rather high number this early in the year.
January added one MVI at Blue Star Highway intersections.
- ❖ Location of calls shows Township accounts for 22 calls or 47%, compared to Douglas at 15 or 32% and Saugatuck City at 10 or 21%.



Treasurer Report

Below is a summary of the administrative work done within the Treasurer's Office since the last Council meeting on 2/14/2022:

- Paid routine bills
- Completed and disseminated bi-weekly payroll
- Worked with Scott to put together purchase requests
- Researched prospective costs for Department of Public Works equipment and visited with equipment retailers
- Attended Board of Review training on 2/14/2022

Planning & Zoning Report

Below is a summary of the administrative work done within the Planning and Zoning Office since the last Council meeting on 2/14/2022:

1. Planning Commission:

- a. Scheduled training for March 17, 2022, Planning Commission with Consultant David Jirousek – Planning for the Master Planning
- b. Scheduled meeting with Saugatuck Township and City of Douglas staff for March 1, 2022 – Planning for the Master Planning
- c. Held public hearing on February 17, 2022, for expansion of Wicks Park Bar and Grille into existing building on the same parcel - tabled.

2. Historic District Commission:

- a. 449 Water Street – Wicks Bar and Grille remodel/addition – postponed to March

3. Zoning Board of Appeals

- a. No meeting

4. Other:

- a. Street cut application for 40 Butler - ongoing
- b. Working with Verizon on new small cell pole at 44 Water Street - ongoing.
- c. Worked with County on correcting GIS maps and legal descriptions where vacated alleys were not reflected on the maps and legal descriptions.
- d. Research for PUD at Dunegrass for attorneys
- e. Deposition for February 24 – cancelled.

Department of Public Works Report

Below is a summary of notable activities carried out by the Department of Public Works since the last council meeting on 02/14/2022:

- Cold patched potholes
- Repaired 2 catch basins
- Snow/ice control
- Snowplow ride-along with Council Member Russ Gardner
- Graded and compacted open section of Buter Street (between Hoffman & Main)
- Tree trimming on Francis, Hoffman, and Elizabeth Street
- Tree Removals at the following locations:
 - 349 St. Joseph Street
 - 615 Water Street
 - 645 Grant Street
 - 434 Buter Street (Post Office)
 - 977 Lake Street
- Assisted in the development of special event Parade routes
- Ordered/received 150 tons of sodium chloride (rock salt)
- Attended pre-construction meeting for new dump truck build with West Michigan International (Steve Bush) and Truck and Trailer Specialties (Chad Veenstra) in Dutton, MI
- Purchased new mig welder
- Conducted 3 interviews for vacant Equipment Operator/Maintenance Worker position

**City of Saugatuck
Status Report of Engineering Activities
February 22, 2022**

General Consultation

- Water Street Sidewalk: Sidewalk design is complete. We are refining details for the fire dock ramp or steps with STFD based on site topography.
- The consultant for the Saugatuck High School project is finalizing details based on our review comments so that the water main permit application can be submitted.

Campbell Road Improvements

- Water main installation is complete. The main is being filled on 2/22. Pressure testing, chlorination, flushing and bacteriological testing will take the rest of the week.
- Water service replacement is anticipated to begin late February or early March, depending on testing timeframe. A subcontractor will be on site to help with service installation work.
- Roadway improvements are still scheduled for April/May, 2022.
- The construction engineering budget was set up for 12 weeks, anticipating a winter shutdown January through March. The water main installation took much longer than anticipated, and it doesn't appear that there will be a shutdown. We have stretched our original 12-week budget by reducing hours and sharing duties with the Butler Street project, but the total construction period could be as long as 30 weeks (less a few weeks for weather and holiday time) if the contractor works straight through to the May 26 substantial completion date. We are preparing an amended budget for both Cities' consideration.

Butler Street Sanitary Sewer Improvements

- 2021 work is complete. The road is a combination of milled concrete and asphalt millings – the DPW is maintaining the surface as practical over the winter.
- 314 and 318 are now connected to the new sewer. 317 and 325 have laterals extended to the right of way line to be used if and when they are needed.
- In April/May 2022, millings will be removed and asphalt pavement will be replaced, along with pavement markings. Paving work is tentatively scheduled for April 12.

Bridge Street Water Main Extension

- Project includes extension of watermain south from Blue Star Highway to serve new development in the City. The road will be resurfaced where it is disturbed during water main installation.
- Survey work is complete. The right of way is quite narrow (33'), and the road wanders outside the right of way in several areas. We prepared easement sketches to assist the City with securing easements.
- Preliminary water main design is complete, and we met with City staff and property owners on February 15. Based on the costs involved with the project, we are exploring alternatives for both water and sewer service for the Bridge Street properties.
- Depending on the final project scope and timeframe for completing design, we anticipate bidding and permitting will take place in March/April with construction in late spring or early summer, depending on the availability of water main materials.
- City staff is working on a special assessment process for the project and future similar extensions.

Maple Street Improvements

- The original vision for this project included 4 parts: (1) water main (and service) replacement from Blue Star Highway to south of North Street; (2) drainage improvements at Mason Street; (3) crush, shape and resurface from Blue Star Highway to south of North Street; and (4) reconstruct the failing portion of Maple Street near North Street (raise alignment, improve base, etc.).
- The Township has questioned the urgency of the water main replacement. We have prepared a revised proposal for the portions of the project that only impact the City: (1) drainage improvements at Mason Street; (2) reconstruct the failing portion of Maple Street near North Street (raise alignment, improve base, etc.); and (3) apply a slurry seal or similar treatment as a temporary measure to improve the roadway while funding can be budgeted/secured for water main replacement.



City Council Agenda Item Report

FROM: Kate White, Project Coordinator & Deputy City Clerk
MEETING DATE: February 28, 2022
SUBJECT: SDABA's Erin-Go-Bark St. Patrick's Day Parade – Special Event Request

DESCRIPTION:

The Saugatuck-Douglas Area Business Association (SDABA) completed a special event application for a St. Patrick's Day parade event to be held on Saturday, March 12, 2022. The parade is set to run from 1:00 PM to 1:30 PM, with line-up starting at 12:30 PM.

Superintendent Herbert, Lt. Ensfield, Capt. Betts, and Saugatuck city staff White and Wolters attended a virtual event preplanning meeting with Alec Payleitner, the SDABA representative, to go over the details of the parade, specify expectations, and ask any questions. A new parade map (with increased barrier security) was created by city staff and disseminated to the appropriate parties (attached to the end of special event application).

Please see attached application for event information and department responses. Note, the Saugatuck Township Fire Department has not given their approval.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** the special event request for SDABA's Erin-Go-Bark St. Patrick's Day parade on Saturday, March 12th.



Council Action
_____ Approved
_____ Denied
_____ Date

102 Butler Street • P.O. Box 86 • Saugatuck, MI 49453
 Phone: 269-857-2603 • Website: www.saugatuckcity.com

SPECIAL EVENT & PARADE APPLICATION

Must be filled out in its entirety & returned to the City Clerk's Office 60 days prior to scheduled event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: Saugatuck Area Business Association (SDABA)

TELEPHONE: 269.857.1626

MAILING ADDRESS: PO Box 221, Saugatuck, MI 49453

CONTACT NAME: Alec Payleitner

TELEPHONE: _____

E-MAIL ADDRESS: alec@grow-food.com / info@saugatuckdouglas.com

CELL PHONE: 312.480.8161

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Alec Payleitner

TELEPHONE: _____

E-MAIL ADDRESS: alec@grow-food.com / info@saugatuckdouglas.com

CELL PHONE: 312.480.8161

EVENT INFORMATION

NAME OF EVENT: Erin-Go-Bark St. Patrick's Day Parade

DATE(S) OF EVENT: SAT, 3/12

PURPOSE OF EVENT: Parade open to public participation/attendance

RAIN DATE: N/A

- | | | | |
|--|--|--|---------------------------------------|
| <input checked="" type="checkbox"/> Non-Profit | <input type="checkbox"/> For-Profit | <input type="checkbox"/> City Operated/Sponsored | <input type="checkbox"/> Co-Sponsored |
| <input type="checkbox"/> Marathon/Race | <input type="checkbox"/> Festival/Fair | <input type="checkbox"/> Video/Film Production | <input type="checkbox"/> Other _____ |

EVENT LOCATION: Downtown Saugatuck (see parade route), begins at Wicks Park

EVENT HOURS: Line-up at 12:30pm, Parade from 1-1:30pm

ESTIMATED NUMBER OF ATTENDEES: Very approximate guess of 200-300?

ESTIMATED NUMBER OF VOLUNTEERS: 3-5

ESTIMATE DATE / TIME FOR SET-UP: SAT, 3/12 _____ 12 _____ A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: SAT, 3/12 _____ 1:30 _____ A.M. P.M.

EVENT DETAILS

WILL MUSIC BE PROVIDED DURING THIS EVENT: Yes No

TYPE OF MUSIC PROPOSED: Live Amplification Recorded Loudspeakers

PROPOSED TIME MUSIC WILL BEGIN: _____ END: _____

FOOD VENDORS/CONCESSIONS: (Contact Allegan County Health Department) Yes No

Provide Copy of Health Department Food Service License

WILL ALCOHOL BE SERVED AT THIS EVENT: Yes No

Provide Copy of Liquor Liability Insurance (listing the City as additionally insured)

Provide Copy of Michigan Liquor Control License

If yes, describe measures to be taken to prohibit the sale of alcohol to minors: _____

WILL FIREWORKS BE APART OF EVENT: Yes No

Provide Copy of Liability Insurance (listing the City as additionally insured)

Provide Copy of Fireworks Permit

EVENT SIGNAGE: City Council approval is required for any temporary signing in the public right-of-way, across a street or on City property. Which of the following signs are requested for this event:

“YARD” SIGNS - Number requested: _____ (Maximum size is 2’ x2’. Cannot be displayed no more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

BANNER UNDER SAUGATUCK PALETTE SIGN - (Size cannot be greater than 14’ x 4’). Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

SIGNAGE AT EVENT SITE - Location(s): Temporary Sign on Gazebo during Lineup

Description of signs: _____

(Signs at event site cannot be displayed prior to day of the event and must removed at the end of the event.)

TENTS/CANOPIES/MISC: The City of Saugatuck does not have tents, stage, tables or chairs available for rental. There are a number of businesses listed in the yellow pages under “Rental Service Stores” that specialize in the rental of event supplies. Will the following be constructed or located in the event area:

BOOTHS – QUANTITY _____

TENTS – QUANTITY _____

AWNINGS – QUANTITY _____

TABLES – QUANTITY _____

PORTABLE TOILETS – QUANTITY _____

VENDOR PARKING: Have you made arrangement for vendor parking? Yes No

If yes, where do you propose your vendors park? Participants will temporarily park along Water Street pre-parade.

Will the Interurban be utilized? Yes No Time(s) _____

DEPARTMENT OF PUBLIC WORKS

APPROVED DENIED

Scott Herbert
Scott Herbert (Feb 25, 2022 09:23 EST)
Authorized Personnel Signature

Will this event require the use of any of the following municipal equipment: Yes No
See parade map

- TRASH RECEPTACLES – QUANTITY _____
- TRAFFIC CONES – QUANTITY _____
- FENCING WATER ELECTRIC
- OTHER _____
- BARRICADES – QUANTITY _____
- PARKING SIGNS – QUANTITY _____
- RESTROOM CLEANING

POLICE DEPARTMENT

APPROVED DENIED

Brett Ensfield
Brett Ensfield (Feb 25, 2022 09:27 EST)
Authorized Personnel Signature

ADDITIONAL OFFICERS REQUIRED? Yes No
At the discretion of the PD, recommended time from 1pm-2pm

If yes please describe & include times
Other (describe): _____

SAUGATUCK TOWNSHIP FIRE DISTRICT

APPROVED DENIED

NOT AVAILABLE
Authorized Personnel Signature

STREET CLOSURES: Yes No (use attached map to outline proposed closures)

Street closure date/time: SAT, 3/12, 12:30pm _____ A.M. P.M.

Street re-open date/time: SAT, 3/12, 2pm _____ A.M. P.M.

SIDEWALK CLOSURES: Yes No (use attached map to outline proposed closures)

Describe Sidewalk Use: _____

Sidewalk closure date/time: _____ A.M. P.M.

Sidewalk re-open date/time: _____ A.M. P.M.

PARKING LOT CLOSURES: Yes No (use attached map to outline proposed closures)

Parking Lot Location: _____

Sidewalk closure date/time: _____ A.M. P.M.

Sidewalk re-open date/time: _____ A.M. P.M.

What parking arrangements are proposed to accommodate potential attendance: _____

APPLICATION CHECK LIST

- Completed Application
- Event Map (includes detailed event layout for vendors, booths, porta potties, etc.)
- Road/Sidewalk/Parking Lot Closure Map
- Certificate of Insurance (listing the City of Saugatuck as additionally insured)
- Fireworks Permit (if applicable)
- Michigan Liquor Control Commission Special Event License (if applicable)
- Health Department Food Service License (if applicable)

If document is missing, please explain: _____

The applicant and sponsoring organization understand and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for the event, name the City of Saugatuck as an additional insured on all applicable policies and submit the certificate to the City Clerk's Office no later than one (1) week following notice of the event approval.

Comply with all City and County Ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or organization from meeting any application requirements of law or other public bodies or agencies.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval is necessary.

Applicant understands that he/she is responsible for contacting the Michigan Liquor Control Commission and/or Allegan County Health Department to secure all permits required for this event.

Applicant agrees to defend, indemnify and hold harmless the City of Saugatuck, Michigan from any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from this Special Event by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss cost of expense is caused in whole or in part by the negligence of the City of Saugatuck or by third parties, or by the agents, servants, employees or factors of any of them.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.



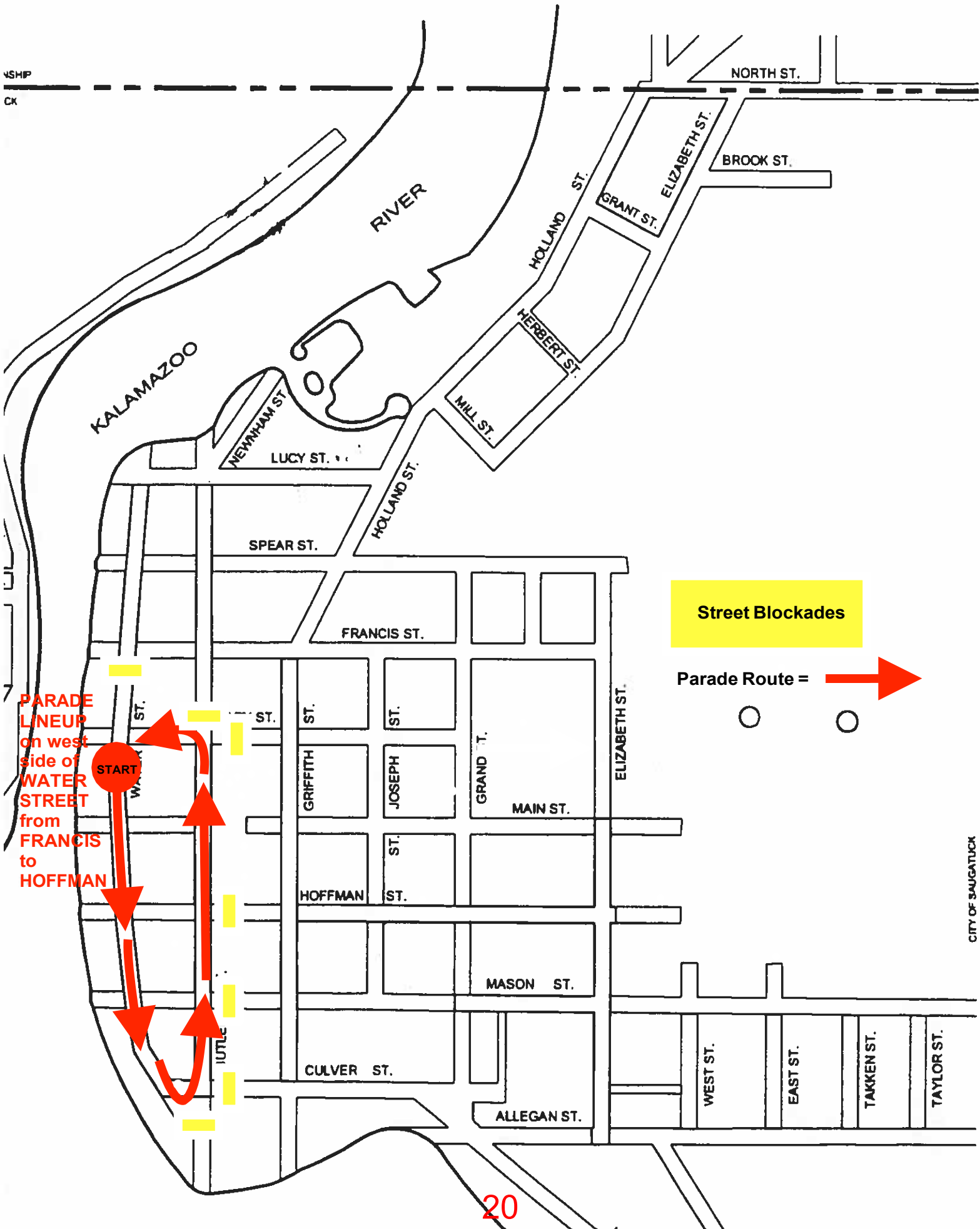
Applicant Signature

02.11.2022


Date

Downtown Street / Sidewalk Closure(s)

MSHP
CK



PARADE LINEUP on west side of WATER STREET from FRANCIS to HOFFMAN

Street Blockades
Parade Route = 

CITY OF SAUGATUCK



Spear St

Spear St

Spear St

Grand St

Francis St

END

LINE-UP

START

Griffith St

Mary St

Main St

Grand St

Mason St

Culver St



City Council Agenda Item Report

FROM: Kate White, Project Coordinator & Deputy City Clerk
MEETING DATE: February 28, 2022
SUBJECT: Mountainfilm on Tour – Saugatuck Center for the Arts Signage Request

DESCRIPTION:

The Saugatuck Center for the Arts is requesting that a banner advertising the Mountainfilm on Tour be placed under the Saugatuck Palette sign for fifteen (15) days prior to the event. The film festival runs from March 25th to the 26th, with film screenings held at the Saugatuck Center for the Arts.

The Saugatuck Center for the Arts is also requesting temporary yard signs to be displayed within the right-of-way. This request can be administratively approved, as listed in Section 150.30(H) of the City Code.

BUDGET ACTION REQUIRED:

N/A

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

N/A

SAMPLE MOTION:

Motion to **approve/deny** the signage request from the Saugatuck Center for the Arts to place a banner under the Saugatuck Palette sign to advertise the Mountainfilm on Tour.



Council Action

_____ Approved

_____ Denied

_____ Date

102 Butler Street • P.O. Box 86 • Saugatuck, MI 49453
Phone: 269-857-2603 • Website: www.saugatuckcity.com

SPECIAL EVENT & PARADE APPLICATION

Must be filled out in its entirety & returned to the City Clerk's Office 60 days prior to scheduled event

SPONSORING ORGANIZATION INFORMATION

LEGAL BUSINESS NAME: Saugatuck Center for the Arts

TELEPHONE: 269-857-2399

MAILING ADDRESS: 400 Culver Street

CONTACT NAME: Megan Scheerhorn

TELEPHONE: 269-857-2399

E-MAIL ADDRESS: megan@sc4a.org

CELL PHONE: 616-648-2207

CONTACT PERSON ON DAY OF EVENT

CONTACT NAME: Megan Scheerhorn

TELEPHONE: SEE ABOVE

E-MAIL ADDRESS: _____

CELL PHONE: _____

EVENT INFORMATION

NAME OF EVENT: Mountainfilm on Tour: Saugatuck Festival

DATE(S) OF EVENT: March 25 - 26

PURPOSE OF EVENT: Film Festival

RAIN DATE: N/A

- Non-Profit For-Profit City Operated/Sponsored Co-Sponsored
- Marathon/Race Festival/Fair Video/Film Production Other Film Festival

EVENT LOCATION: Screenings at the SCA

EVENT HOURS: _____

ESTIMATED NUMBER OF ATTENDEES: ~ 350 Friday and Saturday

ESTIMATED NUMBER OF VOLUNTEERS: _____

ESTIMATE DATE / TIME FOR SET-UP: 3/10 palette sign in _____ A.M. P.M.

ESTIMATE DATE / TIME FOR CLEAN-UP: 3/28 deinstall _____ A.M. P.M.

EVENT DETAILS

WILL MUSIC BE PROVIDED DURING THIS EVENT: Yes No

TYPE OF MUSIC PROPOSED: Live Amplification Recorded Loudspeakers

PROPOSED TIME MUSIC WILL BEGIN: _____ END: _____

FOOD VENDORS/CONCESSIONS: (Contact Allegan County Health Department) Yes No
 Provide Copy of Health Department Food Service License

WILL ALCOHOL BE SERVED AT THIS EVENT: Yes No
 Provide Copy of Liquor Liability Insurance (listing the City as additionally insured)
 Provide Copy of Michigan Liquor Control License

If yes, describe measures to be taken to prohibit the sale of alcohol to minors: _____

WILL FIREWORKS BE APART OF EVENT: Yes No
 Provide Copy of Liability Insurance (listing the City as additionally insured)
 Provide Copy of Fireworks Permit

EVENT SIGNAGE: City Council approval is required for any temporary signing in the public right-of-way, across a street or on City property. Which of the following signs are requested for this event:

"YARD" SIGNS - Number requested: 12 (Maximum size is 2' x 2'. Cannot be displayed no more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

BANNER UNDER SAUGATUCK PALETTE SIGN - (Size cannot be greater than 14' x 4'). Cannot be displayed more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

SIGNAGE AT EVENT SITE - Location(s): Palette sign only
Description of signs: We would like the sign up 15 days prior to the 3/25 Festival
(Signs at event site cannot be displayed prior to day of the event and must removed at the end of the event.)

TENTS/CANOPIES/MISC: The City of Saugatuck does not have tents, stage, tables or chairs available for rental. There are a number of businesses listed in the yellow pages under "Rental Service Stores" that specialize in the rental of event supplies. Will the following be constructed or located in the event area:

BOOTHS – QUANTITY _____ TENTS – QUANTITY _____
 AWNINGS – QUANTITY _____ TABLES – QUANTITY _____
 PORTABLE TOILETS – QUANTITY _____

VENDOR PARKING: Have you made arrangement for vendor parking? Yes No
If yes, where do you propose your vendors park? _____

Will the Interurban be utilized? Yes No Time(s) _____

DEPARTMENT OF PUBLIC WORKS

APPROVED DENIED

Authorized Personnel Signature

Will this event require the use of any of the following municipal equipment: Yes No

- TRASH RECEPTACLES – QUANTITY _____
- BARRICADES – QUANTITY _____
- TRAFFIC CONES – QUANTITY _____
- PARKING SIGNS – QUANTITY _____
- FENCING WATER ELECTRIC RESTROOM CLEANING
- OTHER _____

POLICE DEPARTMENT

APPROVED DENIED

Authorized Personnel Signature

ADDITIONAL OFFICERS REQUIRED? Yes No

If yes please describe & include times _____

Other (describe): _____

SAUGATUCK TOWNSHIP FIRE DISTRICT

APPROVED DENIED

Authorized Personnel Signature

STREET CLOSURES: Yes No (use attached map to outline proposed closures)

Street closure date/time: _____ A.M. P.M.

Street re-open date/time: _____ A.M. P.M.

SIDEWALK CLOSURES: Yes No (use attached map to outline proposed closures)

Describe Sidewalk Use: _____

Sidewalk closure date/time: _____ A.M. P.M.

Sidewalk re-open date/time: _____ A.M. P.M.

PARKING LOT CLOSURES: Yes No (use attached map to outline proposed closures)

Parking Lot Location: _____

Sidewalk closure date/time: _____ A.M. P.M.

Sidewalk re-open date/time: _____ A.M. P.M.

What parking arrangements are proposed to accommodate potential attendance: _____

APPLICATION CHECK LIST

- Completed Application
- Event Map (includes detailed event layout for vendors, booths, porta potties, etc.)
- Road/Sidewalk/Parking Lot Closure Map
- Certificate of Insurance (listing the City of Saugatuck as additionally insured)
- Fireworks Permit (if applicable)
- Michigan Liquor Control Commission Special Event License (if applicable)
- Health Department Food Service License (if applicable)

If document is missing, please explain: _____

The applicant and sponsoring organization understand and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for the event, name the City of Saugatuck as an additional insured on all applicable policies and submit the certificate to the City Clerk's Office no later than one (1) week following notice of the event approval.

Comply with all City and County Ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or organization from meeting any application requirements of law or other public bodies or agencies.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval is necessary.

Applicant understands that he/she is responsible for contacting the Michigan Liquor Control Commission and/or Allegan County Health Department to secure all permits required for this event.

Applicant agrees to defend, indemnify and hold harmless the City of Saugatuck, Michigan from any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from this Special Event by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss cost of expense is caused in whole or in part by the negligence of the City of Saugatuck or by third parties, or by the agents, servants, employees or factors of any of them.

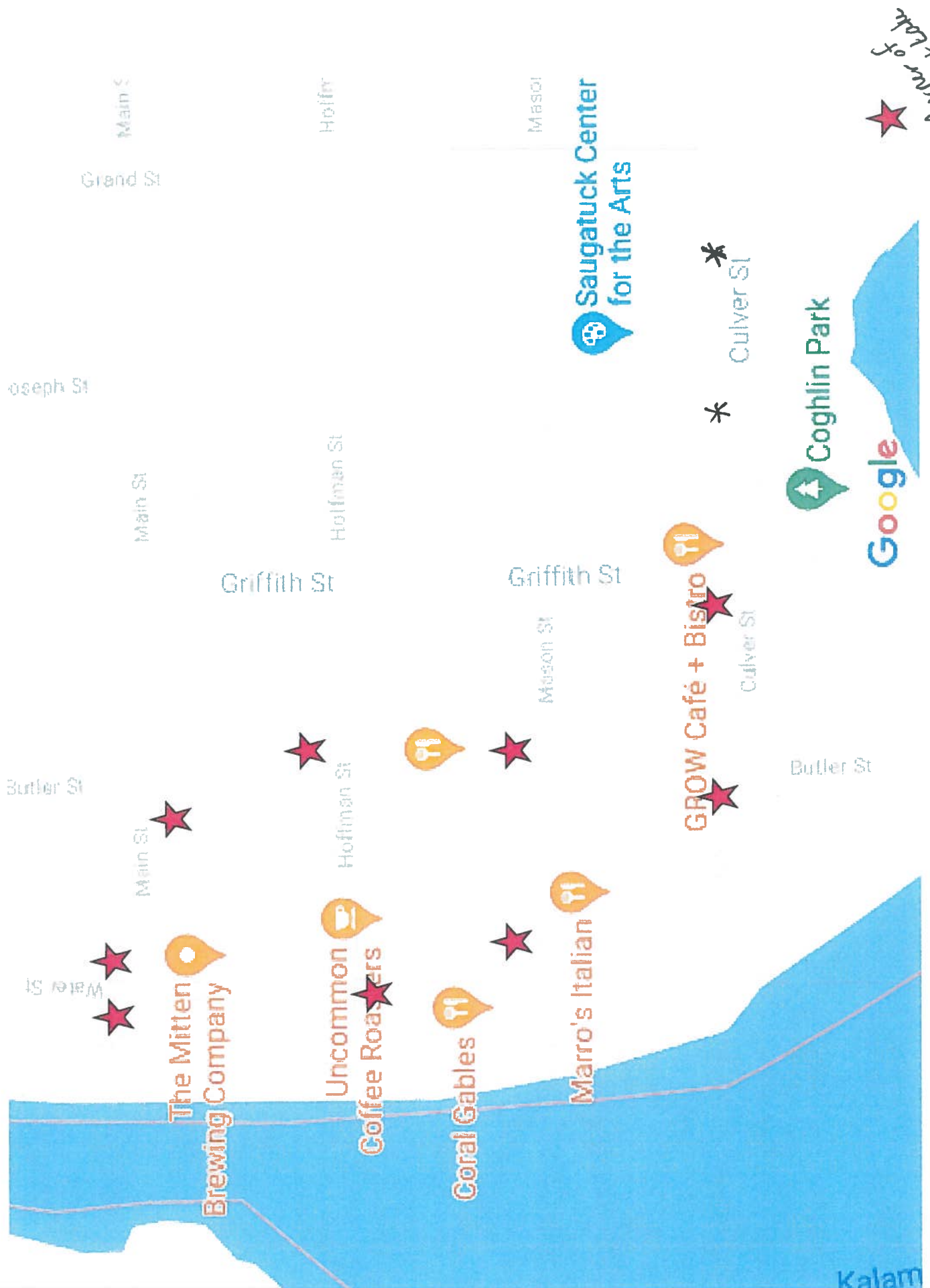
As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.



Applicant Signature

2/22/2022

Date



Corner of Fish + Lake



Saugatuck Center for the Arts

GROW Café + Bistro

The Mitten Brewing Company

Uncommon Coffee Roasters

Coral Gables

Marro's Italian

Film Festival • March 25 + 26

at the Saugatuck Center for the Arts

MOUNTAINFILM ON TOUR

SAUGATUCK

28



City Council Agenda Item Report

FROM: Peter Stanislawski, City Treasurer

MEETING DATE: February 28, 2022

SUBJECT: Resolution No. 220228-A (Truck Purchase)

DESCRIPTION:

Attached is a recommendation to purchase a 2023 GMC Sierra 3500HD regular cab 4x4 8' bed pickup truck along with a Tommy Gate. If approved, the proposed vehicle will be purchased through the State of Michigan's MiDeal program, which is a competitive bid process. The MiDeal program represents a discount from MSRP for governmental units in the program.

This purchase will replace the City's 2016 GMC 2500 pickup truck which is scheduled to be replaced this fiscal year. The Saugatuck Department of Public Works maintains a fleet of 3 pickup trucks and 1 pickup with a dump box to adequately perform the necessary public services in the City. Below is a current list of the City's pickup truck fleet:

- 2020 GMC 2500 with Tommy Gate
- 2020 GMC 3500 with Dump Box
- 2018 GMC 3500 Plow with Salt Spreader
- 2016 GMC 2500 Plow with Tommy Gate (scheduled to be replaced)

BUDGET ACTION REQUIRED:

Funds will be appropriated in the FY 22/23 motor pool fund for this purchase.

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

Municipal Attorney Jeff Sluggett originally prepared the attached Resolution language.

SAMPLE MOTION:

Motion to **approve/deny** Resolution No. 220228-A as presented and purchase a 2023 GMC Sierra 3500HD Regular Cab 4x4 pickup truck with a Tommy Gate in the amount not to exceed \$42,000 through the competitively bid State of Michigan MiDeal program.

**CITY OF SAUGATUCK
COUNTY OF ALLEGAN
STATE OF MICHIGAN**

RESOLUTION NO. 220228-A

**A RESOLUTION APPROVING THE PURCHASE OF A
2023 GMC SIERRA 3500HD 4X4 TRUCK**

Council Member _____, offered the following resolution and moved for its adoption, seconded by Council Member _____:

WHEREAS, the State of Michigan has entered into a competitively bid contract with the General Motors Corporation, for commercial equipment; and

WHEREAS, MiDEAL, Michigan's cooperative purchasing program, extends State contracts to municipalities, colleges/universities, schools districts, and non-profit hospitals; and

WHEREAS, as a member of MiDEAL, the City of Saugatuck is able to leverage purchasing power, leading to substantially discounted prices; and

WHEREAS, it is in the City's best interest to enter into a purchase agreement with Todd Wenzel GMC for the purchase of one (1) 2023 GMC Sierra 3500HD 4x4 truck along with a Tommy Gate in a not-to-exceed amount of \$42,000; this amount reflecting the State of Michigan contract price with the General Motors Corporation.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. The City Council concludes that the contract between the General Motors Corporation and the State of Michigan resulted from a competitive bid process that the City Council reasonably believes meets or exceeds the requirements of Section 32.17 of the City Code of Ordinances.
2. The City Council determines that no advantage will result from having the item competitively bid given the discounts available under the State's contract.
3. The City Council determines that the public interest is best served by purchasing one (1) 2023 GMC Sierra 3500HD 4x4 truck with a Tommy Gate through the State's contract.
4. The City Council approves the agreement for the purchase of (1) 2023 GMC Sierra 3500HD 4x4 truck with a Tommy Gate.
5. The City's approval is contingent on the purchase price from Todd Wenzel GMC not exceeding a total cost of \$42,000.
6. The Mayor and City Clerk are authorized to execute the purchase agreement and all related documents necessary to effectuate this Resolution.
7. All resolutions and parts of resolutions that conflict with the provisions of this Resolution are rescinded.

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

ADOPTED this 28th day of February, 2022

Signed: _____
Garnet Lewis, Mayor

Jamie Wolters, City Clerk

CERTIFICATION

I, Jamie Wolters, the duly appointed Clerk of the City of Saugatuck do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held February 28th, 2022, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

Attest:

Jamie Wolters, City Clerk



City Council Agenda Item Report

FROM: Peter Stanislawski, City Treasurer

MEETING DATE: February 28, 2022

SUBJECT: Resolution No. 220228-B (Dump Truck Purchase)

DESCRIPTION:

This proposed purchase will replace the 2009 International dump truck. If approved the truck chassis and specialized equipment would be purchased through the State of Michigan's MiDeal program. This program is a competitive bid process. This vehicle is necessary in order for the Department of Public Works to adequately perform many necessary public services including snow plowing and brush and leaf removal.

The City's large truck fleet currently consists of the following vehicles:

- 2018 International
- 2014 International
- 2009 International (replacing)

BUDGET ACTION REQUIRED:

Funds will be appropriated for this priority expenditure in the FY 22/23 budget.

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

Municipal attorney Jeff Sluggett originally prepared the attached Resolution language.

SAMPLE MOTION:

Motion to **approve/deny** Resolution No. 220228-B purchasing a 2023 International HV607 chassis augmented with specialized equipment in the amount of \$170,144.21.

**CITY OF SAUGATUCK
COUNTY OF ALLEGAN
STATE OF MICHIGAN**

RESOLUTION NO. 220228-B

**A RESOLUTION APPROVING THE PURCHASE OF AN
2023 INTERNATIONAL HV607 CAB & CHASSIS AUGMENTED WITH SPECIALIZED
EQUIPMENT**

Council Member _____, offered the following resolution and moved for its adoption, seconded by Council Member _____:

WHEREAS, the State of Michigan has entered into a competitively bid contract with the HV International, for commercial equipment; and

WHEREAS, MiDEAL, Michigan's cooperative purchasing program, extends State contracts to municipalities, colleges/universities, schools districts, and non-profit hospitals; and

WHEREAS, as a member of MiDEAL, the City of Saugatuck is able to leverage purchasing power, leading to substantially discounted prices; and

WHEREAS, it is in the City's best interest to enter into a purchase agreement with the International Corporation/West Michigan International and Truck & Trailer Specialties for the purchase of one (1) 2023 International HV607 cab & chassis augmented with specialized equipment consisting of a dump body, hydraulic tailgate, underbody hoist, electric tarp, underbody scraper, front husting hitch, fuel/hydraulic tanks system and sander control in a not-to exceed amount of \$170,114.21; this amount reflecting the State of Michigan MiDeal contract price.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. The City Council concludes that the contract between the International Corporation/West Michigan International, Truck & Trailer Specialties and the State of Michigan resulted from a competitive bid process that the City Council reasonably believes meets or exceeds the requirements of Section 32.17 of the City Code of Ordinances.
2. The City Council determines that no advantage will result from having the items competitively bid given the discounts available under the State's contract as further authorized by Section 32.18(C) of the City Code.
3. The City Council determines that the public interest is best served by purchasing one (1) 2023 International HV607 cab & chassis augmented with specialized equipment through the State's contract.
4. The City Council approves the agreement for the purchase of (1) 2023 International HV607 cab & chassis augmented with specialized equipment, attached hereto as Exhibit A.
5. The City's approval is contingent on the purchase price not exceeding a total cost of \$170,114.21.
6. The Mayor and City Clerk are authorized to execute the purchase agreement and all related documents necessary to effectuate this Resolution.

7. All resolutions and parts of resolutions that conflict with the provisions of this Resolution are rescinded.

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

ADOPTED this 28th day of February, 2022

Signed: _____
Garnet Lewis, Mayor

Jamie Wolters, City Clerk

CERTIFICATION

I, Jamie Wolters, the duly appointed clerk of the City of Saugatuck do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held February 28, 2022, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

Attest:

Jamie Wolters, City Clerk

Saugatuck City
Attn: Scott Herbert
Phone: (269)-857-2558
January 31, 2022



State Contract Hyperlink No: [20000000034](#)

Equipment Quotation

Chassis info: International S/A

Supply and install Crysteel stainless steel Select Dump body including the following:

- Body: 10' L 87" I.D. 99" O.D.
- Front style: straight, height 40", material 7ga. 201 stainless steel
- Cabshield: 24" 10 ga. 201 stainless steel
- Side Style: single panel w/rubrail/pressed/horizontal
- Side height 26" front/rear, material 7 ga. 201 stainless steel
- Rear style: straight, height 32", material 7 ga. 201 stainless steel
- Rear pillar width: 14"
- 6-panel tailgate, 2-1/2" thick, manual tailgate release
- Floor material: 1/4" A1011 steel
- Frame material: 1/4" A1011 steel
- Frame style: 9 Interlocking
- 4" channel crossmembers on 12" centers
- Stainless rear pillar rubrail: Rear pillar/pillar cap/rubrail
- Body is 100% continuously welded
- Banjo type chain slots
- Two (2) oval cutouts in rear pillars, each side
- 20" stainless grip steps over rear tires, both sides
- Weld brackets high on body for V-box insert, 2 per side, front and back
- Install mudflaps in front of and rear of drive tires

Install hydraulic tilt/close for the tailgate including the following:

- Double acting hydraulic cylinder mounted on the outside centerline of the tailgate
- Air operated 6-way double-diverter valve plumbed into the front plow up/down circuit
- Jumper hoses with stainless steel couplers for removal
- Reinforce inside of rear panel of dump box where cylinder mounts to help prevent damage to the rear lower portion of the box when dumping, use 3/8" formed plate and weld to longills

Install Crysteel Model RC750 Underbody Hoist including the following:

- NTEA performance class 50
- Standard Double acting cylinder, single stage
- Full subframe with greaseable rear hinge assembly
- Grease manifold kit on hoist to enable service with body in down position
- Dual body prop kit
- Comes with 5-year limited warranty

Install Roll-Rite Aluminum Tarp System including:

- High torque electric motor with aluminum wind deflector
- Aluminum tarp and tension bow with 30-degree elbows

Aluminum 3 spring pivot
16' Premium mesh tarp
In cab control switch in console
Wired with resettable breaker

Monroe MS4512 underbody scraper including the following:

Moldboard is 12' long, 1" thick and 20" high
Moldboard is grade 50 Hi Tensile steel with a pressed in off set (not heat treated)
The reverse table is 1" solid circle with infinite plowing positions available to 45-degrees
Reversing is accomplished with two 4" double acting cylinders
A crossover relief valve shall be furnished
The cylinder rods are 2" in diameter and have Socatri or Nimet rods
All scraper cylinders have Poly Pak seals
The cylinders are mounted with 2" pivot pins
The circle rotates around a 5" center pin and is attached with three 3/4" mounting bolts and has a grease zerk fitting, a welded in hardened bushing to prevent hole elongation is included, pin is piloted into the hanger boards
The circle hold down blocks are 20.5" long and 7" deep and are contoured to follow the shape of the circle. A 3/8" UHMW poly wear plate is located under the hold down block, at a 45-degree angle all of the wear plate surface is in contact with the circle
The hanger brackets are one-piece solid 3/4" plate
The hanger board is 1/2" formed plate reinforced by 1/2" x 7-1/2" flat plate
The hinge line is a solid shaft 96" in length and has 3 anchor points
Two outer hinges are 3-1/4" OD by 6" long, center hinge is 3-1/4" OD by 10-3/4" long with a .344 wall thickness mechanical tubing
The hinges are reinforced with a wrap around 1/2" gusset on the outer hinges and two gussets on the inner hinge
The hinge shaft has 4 grease points
The inner hinge has 2 wear plates to prevent side-to-side shifting of the moldboard
Moldboard actuation is accomplished by two 3-1/2" double acting cylinders with 2" Socatri or Nimet rods
The canister cylinder assemble is retained by a 4-bolt flange assemble
Trunnion arms have bolt on caps
Cushioning of the moldboard is with two H.D. shock assemblies with two internally mounted steel springs
Hydraulic steel tubing is externally mounted for ease of maintenance, steel tubing is retained with poly mounting blocks
All hydraulic hose and pipe are a minimum of 3/8" ID
15-point grease extensions for all scraper pivot points
Two GB52101 3/4" x 6" x 72" flame-hardened cutting edges installed
Curbside top corner of moldboard to be cut at a 45-degree angle
12" x 12" bar grating step welded to streetside end of moldboard, painted Black in color

Install front bumper and 29" truck portion Husting type hitch including the following:

12" heavy-channel front bumper with swept-back ends for front plow use
Chain storage box with bar grating metal floor and hinged lid with handle, installed curbside on back side of front bumper
3" x 10" double acting plow lift cylinder with Socatri or Nimet rod

Cushion valve mounted on bumper for plow reverse circuit with SS quick connects
Install tow hooks on kicker legs, below bumper

Install Riverside Model TP812 combination fuel/hydraulic tanks including the following:

Tank mounted behind the cab with inverted mounting bracket and 3 straps
80 gallon fuel, 26 gallon hydraulic oil
10 ga. steel construction
Electronic fuel sending unit in fuel tank
5” sight and temperature gauge on hydraulic tank
Low oil indicator light mounted on the dash, with 24” brass sensor mounted in tank
Top mounted return line filter
Suction strainer mounted inside of the hydraulic tank
Ball-valve shut-offs on supply and return lines for the pump
Ball-valve shut-offs on the fuel supply and return ports
Tanks painted 2303 International Red in color to match the cab,
and labeled for fuel/hydraulic oil
Hydraulic tank to be filled with AW32 hydraulic oil

Install Central Hydraulic system including the following:

A10VO85 front mounted piston pump
Manual shut-off valve mounted on the pump
Front pump mounting bracket
Spicer drive line with companion flange for easy removal
8M4-12 control valve with the following functions:
Air operated 4-way section for hoist with A-port relief -34 GPM
Air operated 4-way section for scraper up/down with A-port relief – 16 GPM
Air operated 4-way section for scraper swing – 16 GPM
Air operated 4-way section for front plow up/down – 16 GPM
Air operated 4-way section for front plow swing – 16 GPM
Air operated 3-way motor spooled section for broom – 34 GPM
3-way EPC section for spinner – 8 GPM
3-way EPC section for conveyer – 15 GPM
Valve mounted inside 26” wide stainless-steel valve enclosure; frame mounted driver side
All necessary hoses and fittings will be Parker type
Stainless steel pipe run to the rear of the truck for spinner and conveyer operations
Stainless steel hydraulic couplers for conveyer, spinner, broom, and front plow swing
Includes dust caps for summer operations
Control console in cab

Apsco air lever controls with console in-cab (L-R):

#1 Scraper up/down, push for up, pull for down
#2 Front plow up/down, push for up, pull for down
#3 Scraper swing, push for clockwise, pull for counterclockwise
#4 Plow swing, push for clockwise, pull for counterclockwise
#5 Hoist, push for down, pull for up, hoist controller has center detent

Rexroth CS520 Sander Controller mounted in cab including the following:

Wired to vehicle ground speed for ground speed orientated option

Set up for open loop, will not require feedback sensor or cable

Install custom lighting and electrical including the following:

Front plow lights with turn signals to be installed on hood mounted aluminum brackets, bottom of plow lights to measure 70-1/2" to the ground

Plow lights to be wired to factory supplied dash switch

SoundOff Pinnacle amber/green mini light bar, mounted in front of the Cabshield on stainless steel bracketry, centered, raised above the tarp wind deflector for 360-degree viewing, includes stainless steel brush guard

Dump body rear pillar light hole cut-outs to house:

Top position: SoundOff LED amber/green flashers, one each side

Bottom position: SoundOff LED stop/turn/tail lights, one each side

Remount factory chassis tail lights under dump body, inside frame rails

All marker lights to be SoundOff LED's

Four (4) 4" Maxxima LED work lights for Scraper, two each side

Two (2) 4" Maxxima LED work lights for Sander, one each side of body

Scraper and Sander work lights to be wired to separate factory supplied dash switches

Wire broom circuit to a factory provided switch wired to a 4-way air valve for operation

Betts junction box mounted at rear

Back up alarm

All external wiring to be covered/coated, and sealed with weather resistant connectors

Miscellaneous:

Top step on the driver's side to be bar grating material, and to extend from the front fender to the fuel tank

Air operated, motor spooled section in main valve to drive the broom motors including:

1/2" Pressure/return lines plumbed to the front of the truck- Scott to verify hose size

1/2" Stainless steel quick couplers mounted at the front bumper driver side, recessed

Air operated on/off switch for broom on/off

One shovel/rake holder mounted to the front side of the dump body, streetside

No rear hitch plate needed

Paint includes the following:

Bottom side of dump, hoist subframe, front hitch, and all bare steel painted black in color

Frame to be undercoated – inside and outside of rails

Above installed Price: \$77,166.00 ea.

Lead times: 290-320 Days (pending on chassis arrivals)

Payment Terms: NET 30 days

Pricing good for 30 days only

Thank you for the opportunity to quote.

Submitted by:
Chad Veenstra/Mike Bouwman

Dealer Requirements:

- *102" CA
- *24" ground clearance package
- *Front frame extension
- *Front Pump PTO provisions
- *Front Crossmember for front pump (if possible)
- *Stationary grill
- *Delete OEM front bumper
- *Front Plow headlight switch and wire harness
- *6 pack of latching style switches on the dash
- *DEF tank mounted under cab, behind fender, on drivers' side
- *Air tanks mounted below driver's side door behind DEF tank
- *Factory DPF mounted underside of cab on passenger side
- *Vertical Exhaust stack
- *Battery Box mounted on frame as far rearward as possible

Changes for this build:

- 85CC pump in lieu of 74CC pump
- One chain box mounted behind the front bumper, curbside
- Reinforce lower tailgate cylinder bracketry
- MS4512 underbody scraper in lieu of MS4510
- CS520 Sander Controller in lieu of CS420 (discontinued)
- Pinnacle amber/green mini light bar with brush guard
- Four scraper lights, two each side in lieu of one each side
- Install front tow hooks on kicker legs, below bumper
- Weld brackets high on body for V-box insert, 2 per side, front and back



City Council Agenda Item Report

FROM: Peter Stanislawski, City Treasurer

MEETING DATE: February 28, 2022

SUBJECT: Resolution No. 220228-C (Salt Spreader & Trip Plow)

DESCRIPTION:

This proposed purchase will replace the 2011 Monroe MSV Slide in V Box Salt Spreader & replace a very elderly Root Spring front snowplow. If approved, the specialized equipment would be purchased through the State of Michigan's MiDeal program. This program is a competitive bid process. This equipment is necessary in order for the Department of Public Works to adequately perform many necessary public services including snow plowing and spreading road salt.

The City has two front mounted straight snowplows & one vee front mounted snowplow purchased before former DPW superintendent Simonson started in 1965. Currently, the City has one slide in stainless steel V Box salt or material spreader purchased starting the 2012 winter season.

BUDGET ACTION REQUIRED:

Funds are appropriated for this priority expenditure in the FY 21/22 budget.

COMMITTEE/COMMISSION REVIEW:

N/A

LEGAL REVIEW:

Municipal attorney Jeff Sluggett originally prepared the attached Resolution language.

SAMPLE MOTION:

Motion to **approve/deny** Resolution No. 220228-C purchasing a Monroe MCV Slide in V Box material spreader & one (1) Monroe MPFA-39 one-way, fixed angle, full-trip snowplow for \$31,203.00 through the State of Michigan MiDeal program.

**CITY OF SAUGATUCK
COUNTY OF ALLEGAN
STATE OF MICHIGAN**

RESOLUTION NO. 220228-C

**A RESOLUTION APPROVING THE PURCHASE OF AN
MONROE MCV SLIDE-IN V-BOX MATERIAL SPREADER& MONROE MPFA-ONE WAY
FIXED ANGLE FULL TRIP PLOW**

Council Member _____, offered the following resolution and moved for its adoption, seconded by Council Member _____:

WHEREAS, the State of Michigan has entered into a competitively bid contract for commercial equipment; and

WHEREAS, MiDEAL, Michigan's cooperative purchasing program, extends State contracts to municipalities, colleges/universities, schools districts, and non-profit hospitals; and

WHEREAS, as a member of MiDEAL, the City of Saugatuck is able to leverage purchasing power, leading to substantially discounted prices; and

WHEREAS, it is in the City's best interest to enter into a purchase agreement with Truck & Trailer Specialties for the purchase of one (1) Monroe MCV slide-in v-box material spreader in a not-to exceed amount of \$19,505.00 & one (1) Monroe MPFA-39One-way, fixed angle, full trip plow in a not-to-exceed amount of \$11,698.00 ; this amount reflecting the State of Michigan contract price with the Monroe Corporation.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. The City Council concludes that the contract between the Truck & Trailer and the State of Michigan resulted from a competitive bid process that the City Council reasonably believes meets or exceeds the requirements of Section 32.17 of the City Code of Ordinances.
2. The City Council determines that the public interest is best served by purchasing one (1) Monroe MSV slide-in v-box material spreader & one (1) Monroe MPFA-39 One-way, fixed angle, full trip plow through the State's contract.
3. The City Council approves the agreement for the purchase of one (1) Monroe MSV slide-in v-box material spreader & Monroe MPFA-39One-way, fixed angle, full trip plow, attached hereto as Exhibit A.
4. The City's approval is contingent on the purchase price from Truck & Trailer not exceeding a total cost of \$31,203.00.
5. The Mayor and City Clerk are authorized to execute the purchase agreement and all related documents necessary to effectuate this Resolution.
6. All resolutions and parts of resolutions that conflict with the provisions of this Resolution are rescinded.

YEAS: Council Members: _____

NAYS: Council Members: _____

ABSTAIN: Council Members: _____

ABSENT: Council Members: _____

ADOPTED this 28th day of February, 2022

Signed: _____
Garnet Lewis, Mayor

Jamie Wolters, City Clerk

CERTIFICATION

I, Jamie Wolters, the duly appointed clerk of the City of Saugatuck do hereby certify the foregoing is a true and complete copy of a resolution adopted by the Saugatuck City Council at a regular meeting held February 28th, 2022, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

Attest:

Jamie Wolters, City Clerk

Saugatuck City
Attn: Scott Herbert
Phone: (269)-857-2558
February 1, 2022



State Contract Hyperlink No: [20000000034](#)

Equipment Quotation

Chassis info: International S/A

Monroe model MPFA-39-52-12-ISCT one-way, fixed angle, full-trip plow including:

- 29" husting hitch plow portion
- 154" long moldboard with 39" intake height and 52" discharge height
- 10 ga. moldboard with five (5) one-piece 1/2" vertical moldboard reinforcing ribs
- Dual compression trip spring assemblies for full-moldboard trip
- Plow and push-frame are 100% continuously welded
- Right hand discharge
- Mailbox cutout 12" x 20", curbside only
- Adjustable moldboard pitch settings: 5, 10, & 20 - degree
- 12' x 8" x 5/8" top-punched cutting edge
- Pair of 1.25" x 6" x 14" cast iron skid shoes with screw adjustable jack assemblies
- Plow is powder-coated Omaha Orange in color
- Rubber snow deflector bolted on front of plow
- Plow is offset 3 inches to the right

Above installed Price: \$11,698.00 ea.

Monroe Model MCV-120-84-50 stainless steel Slide-in V-box Spreader:

- 10' hopper length, 84" wide, 50" high
- Body is 100% continuously welded
- 10 ga. 201 SS hopper with 45-degree sloped sides (5.2 cubic yard capacity)
- 7 ga. 201 stainless steel longfills
- 3/16" replaceable 201 stainless steel floor
- 7 ga. 201 stainless bolt in chain shields
- 2" drive and idler shafts
- Front and rear wipers
- 3/8" x 1 1/2" bar flights on every other link
- 50:1 Gear ratio
- No speed sensor
- Mild steel top grates, powder coated Black
- 7 gauge 12" x 18" feed gate with self-locking screw type jack
- (4) heavy duty lift loops, one at each corner
- Bearing grease extension kit ran to the rear of the body
- Rear slack adjuster kit mounted at the rear for chain adjustments, stainless hardware
- V-box mounted to bolt-on stainless steel runner kit

Stainless-steel tailgate latch

Install 4 winches and straps at front and rear for securing V-box to dump

Plumb hoses with stainless steel hydraulic quick couplers

Monroe manual style tip-up spinner assembly including:

Constructed of 10 ga. 201 stainless steel

Bolt-on upper chute with rubber wiper

Bolt-on lower chute with 20" Poly disc and 3.2 CI White motor

Mild steel winch kit with brake for tip up spinner, 800 lbs. capacity

Plumb hoses with stainless steel quick couplers

Above installed Price: \$19,505.00 ea.

Lead times: 240 days ARO on equipment

Payment Terms: NET 30 days

Pricing good for 30 days only

Thank you for the opportunity to quote.

Submitted by:
Chad Veenstra/Mike Bouwman