



ADRIAN CITY COMMISSION MEETING OCTOBER 7, 2024

The Adrian City Commission will meet for a Special Meeting of the Commission. The public may participate in-person, at the Chambers Building at 159 East Maumee Street, or virtually, via Zoom. The agenda format will remain the same and there will be time for public comment, which can be made through the chat feature, through audio on your device, or through the telephone. ***Those who need assistance for effective participation may request an accommodation by contacting Michelle Dewey at 517-264-4815, or via email at mdewey@adrianmi.gov.***

The Zoom meeting information will be available on the City website on the day prior to meetings at www.adriancity.com.

For instructions on how to use Zoom, please visit: <https://support.zoom.us/hc/en-us/articles/360034967471-Quick-start-guide-for-new-users>

Any person who wishes to contact members of the Adrian City Commission and/or to provide input or ask questions on any business coming before the commission on October 7, 2024 may do so by contacting the City Clerk at 517-264-4866, or via email at clow@adrianmi.gov prior to the meeting. Contact information for City Commissioners is as follows:

City Mayor Angela Sword Heath:	atheath@adrianmi.gov
Commissioner Matthew Schwartz:	mschwartz@adrianmi.gov
Commissioner Douglas Miller:	dmiller@adrianmi.gov
Commissioner Gordon Gauss:	ggauss@adrianmi.gov
Commissioner Mary Roberts:	mroberts@adrianmi.gov
Commissioner Robert Behnke:	bbehnke@adrianmi.gov
Commissioner Kelly Castleberry:	kcastleberry@adrianmi.gov



COMMISSION AGENDA



AGENDA
ADRIAN CITY COMMISSION
October 7, 2024 6:00PM

- I. PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG
- II. ROLL CALL
- III. PROCLAMATIONS
 - 1. Michigan State Police Pistol Match
- IV. PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA
- V. WORK STUDY SESSION
 - 1. Translation Services Survey
 - 2. Other items.
- VI. APPROVAL OF THE AGENDA
- VII. CONSENT AGENDA
 - A. **Minutes.** Approval of the Minutes of the September 16, 2024 regular meeting of the Adrian City Commission.
 - B. **Presentation of Accounts.** Approval of the October 8, 2024 Check Registers.
 - C. **CR24-118. Administration.** Resolution to consider recommendation of approval for a Charitable Gaming License for Share the Warmth of Lenawee.
 - D. **CR24-119. Parks & Recreation.** Resolution to approve the purchase of a Vanguard Blower.
 - E. **CR24-120. Parks & Recreation.** Resolution to approve the purchase of 2 Toro HP Kawasaki FX w/60" TF Deck Mowers.
 - F. **CR24-121. Parks & Recreation.** Resolution to approve the purchase of a Cremation Garden Monument.
 - G. **CR24-122. Community Development.** Resolution to award a bid for the demolition of 917 Chestnut.
- VIII. ORDINANCES
 - A. **ORD. NO. 24-003.** First Reading and Introduction of an Ordinance to Amend the Code of Ordinances, Chapter 10—Buildings and Building Regulations—by Amending Article V of that Chapter, Vacant Buildings.

IX. REGULAR AGENDA

- A. **R24-043. Fire Department.** Resolution to approve the renewal of an Annual Service Contract with Stryker.

X. PUBLIC COMMENT

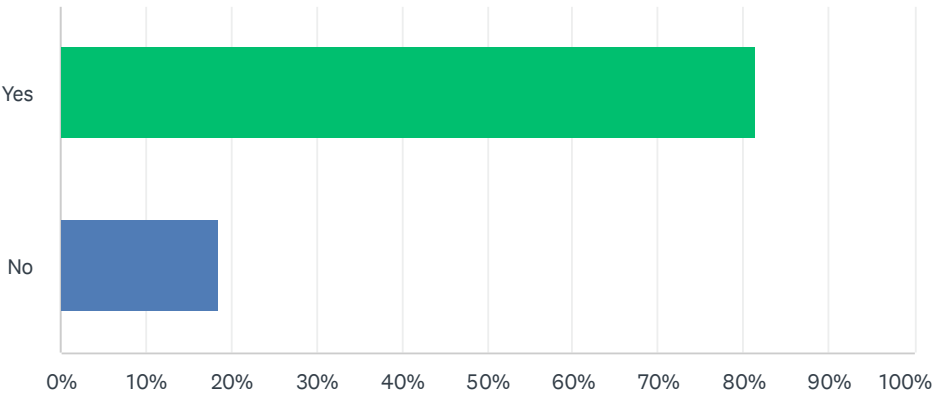
- XI. DISCUSSION – The City Commission may go into closed session to hear a legal opinion from the City Attorney.

XII. COMMISSIONER COMMENTS

XIII. ADJOURN

Q1 Do you reside in the City of Adrian?

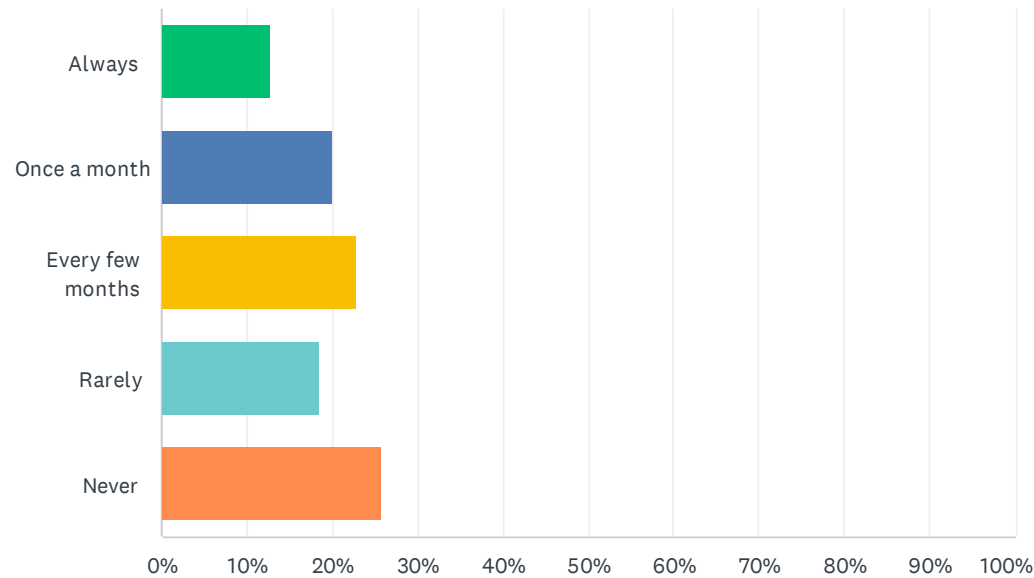
Answered: 108 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	81.48%	88
No	18.52%	20
TOTAL		108

Q2 How often do you attend Adrian City Commission meetings?

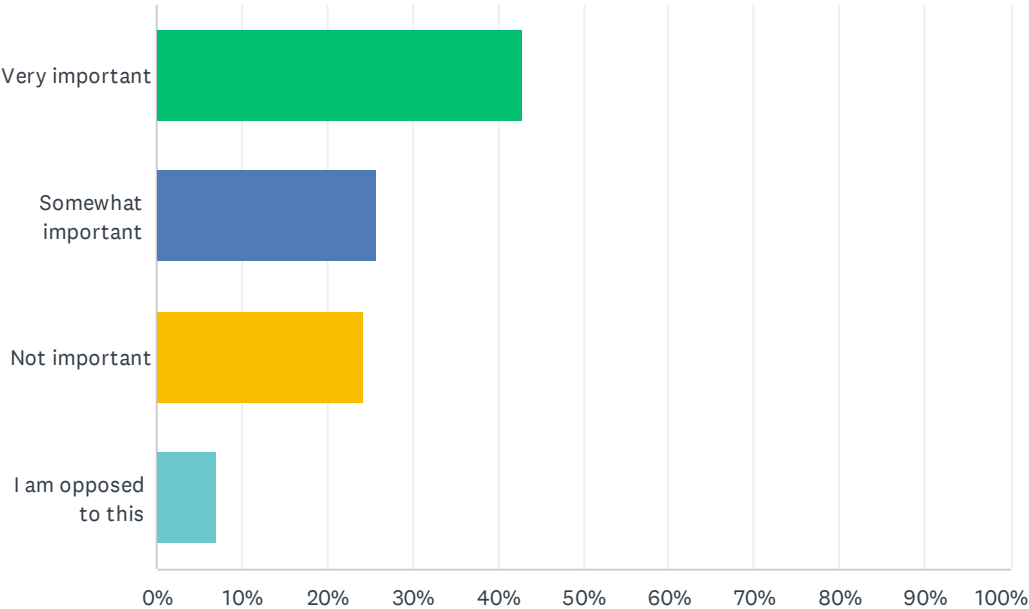
Answered: 70 Skipped: 38



ANSWER CHOICES	RESPONSES	
Always	12.86%	9
Once a month	20.00%	14
Every few months	22.86%	16
Rarely	18.57%	13
Never	25.71%	18
TOTAL		70

Q3 How important is it to you that City of Adrian public meetings offer translation services from English to another language?

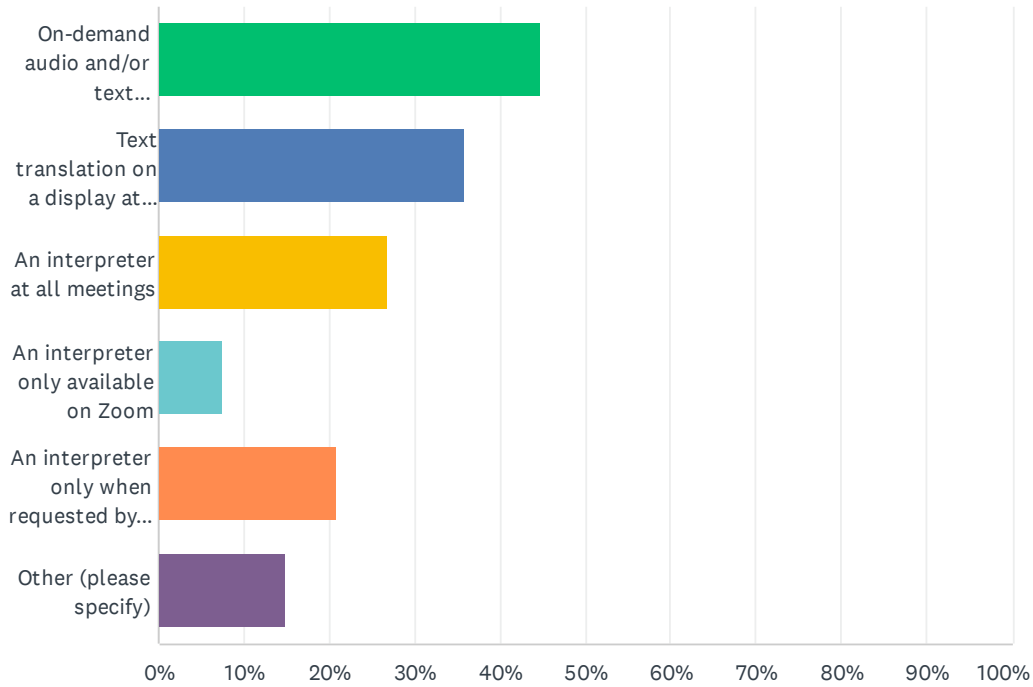
Answered: 70 Skipped: 38



ANSWER CHOICES	RESPONSES	
Very important	42.86%	30
Somewhat important	25.71%	18
Not important	24.29%	17
I am opposed to this	7.14%	5
TOTAL		70

Q4 What types of language translation services should be offered at public meetings?

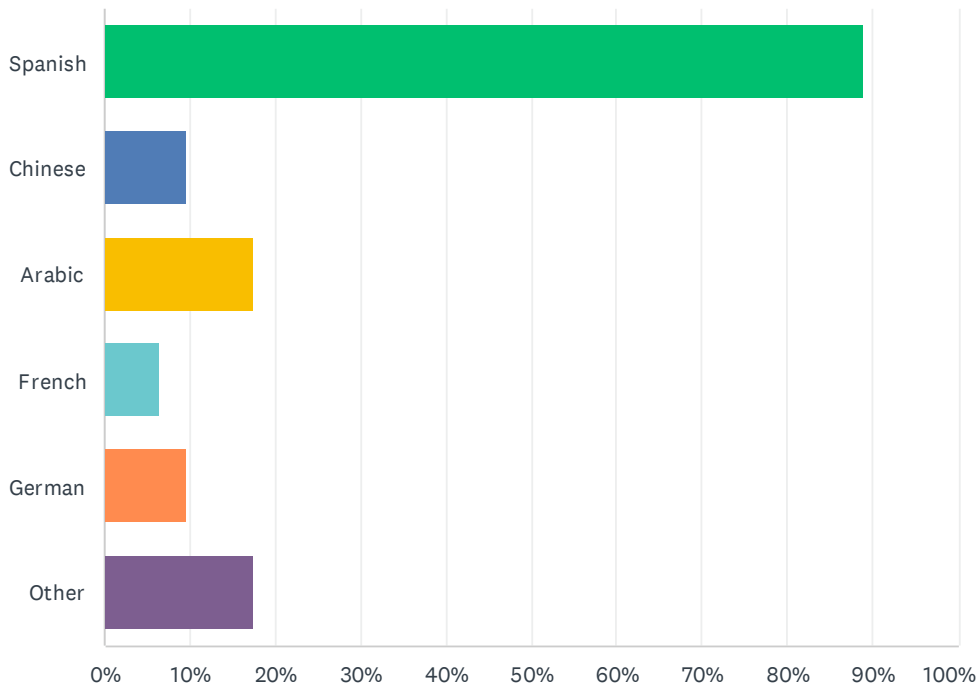
Answered: 67 Skipped: 41



ANSWER CHOICES	RESPONSES	
On-demand audio and/or text translation through the Zoom	44.78%	30
Text translation on a display at the meeting	35.82%	24
An interpreter at all meetings	26.87%	18
An interpreter only available on Zoom	7.46%	5
An interpreter only when requested by a member of the public	20.90%	14
Other (please specify)	14.93%	10
Total Respondents: 67		

Q5 Which languages do you think should be offered for translation services? Select all that apply

Answered: 63 Skipped: 45



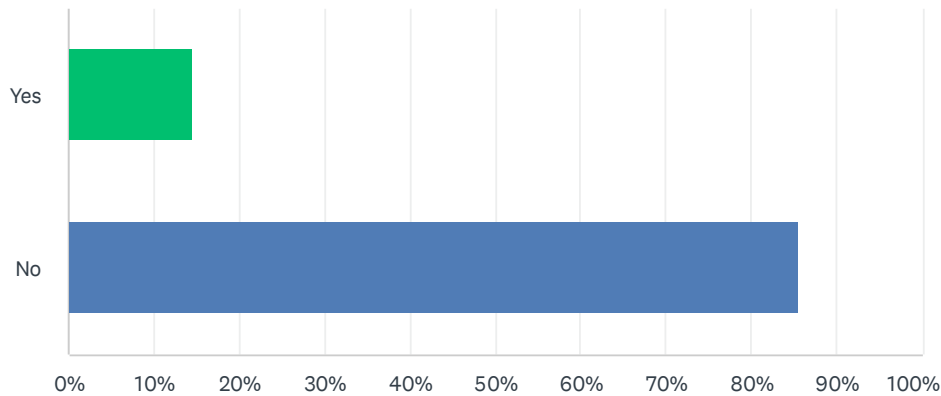
ANSWER CHOICES	RESPONSES	
Spanish	88.89%	56
Chinese	9.52%	6
Arabic	17.46%	11
French	6.35%	4
German	9.52%	6
Other	17.46%	11
Total Respondents: 63		

Q6 If you selected 'Other' in the previous question, please specify the language(s).

Answered: 10 Skipped: 98

Q7 Have you ever needed to utilize City of Adrian translation services at a public meeting?

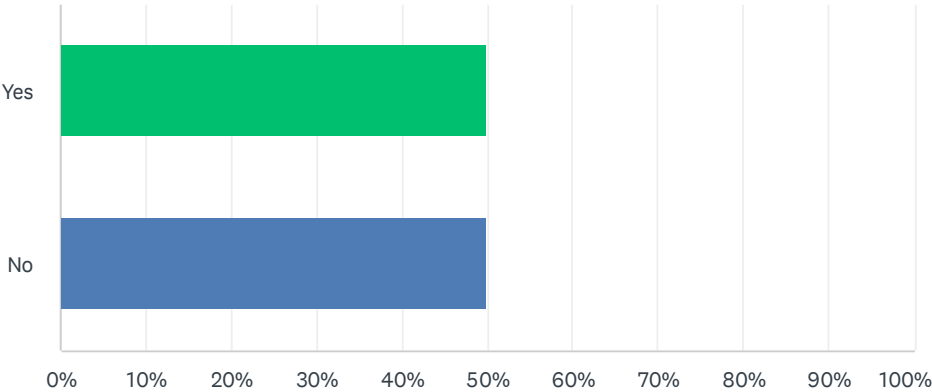
Answered: 69 Skipped: 39



ANSWER CHOICES	RESPONSES	
Yes	14.49%	10
No	85.51%	59
TOTAL		69

Q8 If you answered 'Yes' to the previous question, did you find those services satisfactory?

Answered: 16 Skipped: 92



ANSWER CHOICES	RESPONSES	
Yes	50.00%	8
No	50.00%	8
TOTAL		16



CONSENT AGENDA

ADRIAN CITY COMMISSION MINUTES

September 16, 2024 6:00PM

Official proceedings of the September 16, 2024 regular meeting of the City Commission, Adrian, Michigan.

The Commission began the regular meeting at 6:00 p.m. at the City Chambers Building, 159 E. Maumee Street, Adrian, Michigan 49221. The meeting was opened with a moment of silence followed by the Pledge of Allegiance.

PRESENT: Mayor Heath & Commissioners Behnke, Schwartz, Roberts, Miller, Castleberry and Gauss

ABSENT: None

PROCLAMATION: Hispanic Heritage Month

PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA

WORK STUDY SESSION

Vacant Building Ordinance.
Strategic Plan Check-In

APPROVAL OF THE AGENDA

MOTION TO APPROVE THE AGENDA moved by Behnke, seconded by Miller. Motion carried by recorded vote.

MOTION TO APPROVE THE CONSENT AGENDA moved by Castleberry, seconded by Roberts. Motion carried by recorded vote.

CONSENT AGENDA

Minutes. Approval of the Minutes of the September 6, 2024 regular meeting of the Adrian City Commission.

Presentation of Accounts. Approval of the September 16, 2024 Check Registers.

REGULAR AGENDA

R24-042. Administration. Request to purchase Black Hill Spruce trees for the Comstock Christmas Riverwalk.

WHEREAS, the Comstock Christmas Riverwalk is a signature City event;
and

WHEREAS, the City sources and sells trees for members of the public to decorate as part of the event; and

WHEREAS, for a number of years, the City has acquired the trees it sells for this event from Ron Watson Tree Farms of Lake City, Michigan and has consistently found its trees to be consistent with its standards and expectations;
and

WHEREAS, the City Administrator recommends that the City once again purchase the trees needed for this holiday event from Ron Watson Tree Farms;
and

ADRIAN CITY COMMISSION MINUTES

September 16, 2024 6:00PM

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the FY2024-2025 budget in the following account:

Expenditures

701-000.00-283.004 Comstock Xmas Tree Project \$11,400.

NOW, THEREFORE, IT IS RESOLVED that the Adrian City Commission by this resolution does hereby waive the bid process and any irregularities therein, per Section 2-303(6) of the City Code, and approves the expenditure of \$11,400.00 for the purchase of 300 6'-8' Black Hill Spruce trees from Ron Watson Tree Farms.

MOTION TO APPROVE THE RESOLUTION moved by Castleberry, seconded by Gauss. Motion carried by recorded vote.

MISCELLANEOUS

Adrian Law Enforcement Report.
Adrian Fire Department Report.
Departmental Report.
Code Enforcement Reports.
Planning Commission Meeting Minutes.
DDA Meeting Minutes.

PUBLIC COMMENT

COMMISSIONER COMMENTS

MOTION TO ADJOURN by Roberts, seconded by Castleberry. Motion carried.

MEETING ADJOURNED at 6:31 PM

The next regularly scheduled meeting of the Adrian City Commission will be held on **Monday, October 7, 2024** at 6:00 pm at the City Chambers Building, 159 E. Maumee Street, Adrian, MI 49221.

Mayor, Angela Sword Heath

City Clerk, Christy Low

October 7, 2024

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



Gregory Elliott
City Administrator

GE:slk

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

Utility Department Vouchers

Vouchers #5132 through #5134 \$ 22,406.93

General Fund

Vouchers #25571 through #25591 \$ 59,268.64

Clearing Account Vouchers

Amounting to \$ 891,035.30

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

October 7, 2024

**UTILITIES FUND
CHECK REGISTER**

CHECK#	AMOUNT	PAYEE	DESCRIPTION
5132	\$ 924.57	Citizen's Gas	Gas Bills
5133	\$ 636.08	City of Adrian	Water Bills
5134	\$ 20,846.28	Consumers Energy	Electric Bills
	\$ 22,406.93		
	\$ -	Less: Check	
	\$ 22,406.93	TOTAL	

October 7, 2024

October 7, 2024

**GENERAL FUND
CHECK REGISTER**

CHECK#	AMOUNT	PAYEE	DESCRIPTION
25571	\$ -	DO NOT POST	Water Bills
25572	\$ 870.00	Angelica Alvarez	Ambul Refund
25573	\$ 795.00	Jacqueline Marquardt	Ambul Refund
25574	\$ 200.00	Lisa Snyder	Rental Refund
25575	\$ 75.00	Anita Jarboe	Rental Refund
25576	\$ 195.00	Aaron Sexton	Permit Refund
25577	\$ 215.00	AJAX HVAC	Permit Refund
25578	\$ 100.00	Brad Farley	First Friday
25579	\$ 263.15	Citizen's Gas	Gas Bills
25580	\$ 11,631.72	City of Adrian	Water Bills
25581	\$ 15,657.90	Consumers Energy	Electric Bills
25582	\$ 555.95	Frontier	Phone Bills
25583	\$ 3,580.00	Kent Communications	Postage
25584	\$ 20.00	Brenda Hank	Bulk Sticker Refund
25585	\$ 114.20	Raymond Ranahan	Ambul Refund
25586	\$ 22,668.03	Lenawee Fuels	DPW Gas
25587	\$ 100.00	Sarah Wyatt	Rental Refund
25588	\$ 1,636.52	Avery Oil & Propane	Parks Gas
25589	\$ -	DO NOT POST	Water Bills
25590	\$ 130.00	State of Michigan	License Plates
25591	\$ 461.17	Angela Heath	Moriyama Gifts
	\$ 59,268.64		
	\$ -	Less : Check	
	\$ 59,268.64		

October 7, 2024

		BOTH OPEN AND PAID			
Claimant		Amount Claimed	Amount Owed	Amount Rejected	
1.	ABBEEY CARPET OF ADRIAN INC	2,240.39			
2.	ACCUMED GROUP	4,931.41			
3.	A-DRAIN PLUMBING LLC	2,275.00			
4.	ADRIAN ELECTRIC & GENERATOR	12,979.28			
5.	ADRIAN LOCKSMITH LLC	639.00			
6.	ADRIAN MECHANICAL SERVICES CO	866.65			
7.	ADRIAN SIGN SHOP	35,970.93			
8.	ADRYAN ROBINSON	41.65			
9.	ADVANTAGE TRANSPORTATION EQUIPMENT	120.00			
10.	ALL SPRAY LTD	144.20			
11.	AMAZON CAPITAL SERVICES	4,239.62			
12.	ANALYTICAL ENVIRONMENTAL LAB	725.00			
13.	AT&T MOBILITY	967.83			
14.	AT&T	70.00			
15.	AUTISM GRACE OF LENAWEE	162.50			
16.	AUTOZONE COMMERCIAL	165.63			
17.	BARRETT'S SHOWPLACE GARDENS	285.98			
18.	BATTERY WHOLESALE	685.95			
19.	BEST AIRE COMPRESSOR SERVICES, INC.	992.50			
20.	BIG C LUMBER	332.64			
21.	BLACK SWAMP EQUIPMENT	233.40			
22.	BREWER, JOAN	11.04			
23.	BUCK & KNOBBY EQUIP CO INC	3,160.88			
24.	CANON SOLUTIONS AMERICA	533.04			
25.	CDW-G COMPUTER SUPPLIES	492.75			
26.	CENTER MASS INC	357.00			
27.	CHEMTRADE CHEMICALS	10,143.00			
28.	CINTAS CORP	194.13			
29.	COMFORT ENTERPRISES INC.	520.65			
30.	COMPRESSOR ENGINEERING CORP	681.63			
31.	CORRPRO COMPANIES, INC	2,605.00			
32.	CREEK ENTERPRISE INC	11,164.86			
33.	D & N UPHOLSTERY, INC.	205.00			
34.	D PRINTER, INC.	75.00			
35.	D&P COMMUNICATIONS, INC.	2,079.49			
36.	DAVID NEWLAND	180.00			
37.	DH CUSTOM FABRICATION	194.00			
38.	DIAMOND ROYAL CLEANING SERVICE	2,905.97			
39.	DOAN COMPANIES	508.00			
40.	DRILLCO NATIONAL GROUP	1,592.00			
41.	DYNAMIC INDUSTRIAL SUPPLY	1,235.52			
42.	ELYSIAN LANDSCAPE & FLATWORK	480.00			
43.	ETNA SUPPLY COMPANY	5,677.00			
44.	FAMILY FARM AND HOME	71.47			
45.	FEDERAL EXPRESS	230.85			
46.	FERGUSON WATERWORKS	10,154.60			
47.	FHB INDUSTRIES INC	2,950.95			
48.	GALLANT & SON	149.98			
49.	GALLOUP COMPANY	884.30			
50.	GALLS LLC	459.22			

		BOTH OPEN AND PAID			
Claimant		Amount Claimed	Amount Owed	Amount Rejected	
51.	GANNETT MICHIGAN LOCALIQ	1,425.75			
52.	GARY RIVERA	64.99			
53.	GEVEKO MARKINGS INC.	3,765.70			
54.	GLEN HAWKINS	172.75			
55.	GORDON GAUSS	1,507.60			
56.	GORDON MCKINNEY	697.25			
57.	GRAINGER INC.	1,579.88			
58.	GRAYMONT WESTERN LIME INC.	15,120.00			
59.	GREAT LAKES ACE	26.59			
60.	HADDEN TIRE COMPANY	60.00			
61.	HORST TIRE LLC	145.14			
62.	IDEXX LABORATORIES, INC.	2,470.55			
63.	INSIGNIA GRAPHICS, INC.	465.32			
64.	JACK DOHENY SUPPLIES INC	387.30			
65.	JAY MARKS	400.26			
66.	JAY S. WITHERELL	500.00			
67.	JCI JONES CHEMICALS INC.	8,114.23			
68.	KAPNICK INSURANCE GROUP	3,430.00			
69.	KELLER THOMA, P.C.	47.50			
70.	KENT COMMUNICATIONS	980.30			
71.	KODIAK EMERGENCY VEHICLES	34,044.00			
72.	KONICA MINOLTA BUSINESS SOLUTIONS	26.23			
73.	LANSING SANITARY SUPPLY INC	519.06			
74.	LENAWEE COUNTY EQUALIZATION DEPT.	39.00			
75.	LENAWEE COUNTY PROSECUTORS	4,370.83			
76.	LINDE GAS LLC	96.71			
77.	MACALLISTER RENTALS	2,965.75			
78.	MACQUEEN EQUIPMENT, LLC	2,510.09			
79.	MANNIK & SMITH GROUP, INC.	10,824.00			
80.	MARY ROBERTS	1,396.91			
81.	MATHESON TRI-GAS, INC.	5,341.98			
82.	MCGOWAN ELECTRIC SUPPLY INC	48.50			
83.	MICHIGAN EMERGENCY MANAGEMENT ASSOC	450.00			
84.	MICHIGAN MUNICIPAL LEAGUE LIABILITY	10,130.00			
85.	MICHIGAN MUNICIPAL TREASURERS	99.00			
86.	MICHIGAN PIPE & VALVE INC	9,572.78			
87.	MICROBAC LABORATORIES, INC	277.00			
88.	MIDWEST ALARM SERVICES	147.00			
89.	MORIARTY MACHINERY & SUPPLY	294.19			
90.	MUNICIPAL EMPLOYEES' RETIRE	199,053.00			
91.	MUSGROVE + COMPANY	20.00			
92.	NU-SASH WINDOWS	37,934.00			
93.	NUTRITION 365	100.00			
94.	OVERHEAD INC	185.00			
95.	PARAGON LABORATORIES INC	150.00			
96.	PAUL WISNIEWSKI	79.30			
97.	PEERLESS SUPPLY INC	2,034.33			
98.	PENNCARE, INC.	717.87			
99.	PERRY PROTECH	153.09			
100.	PITNEY BOWES INC	135.75			

		BOTH OPEN AND PAID			
Claimant		Amount Claimed	Amount Owed	Amount Rejected	
101.	POLLARD WATER	735.27			
102.	PROFESSIONAL PUMP INC	3,950.90			
103.	PRO-MED UNIFORM	1,216.75			
104.	REDLINE EQUIPMENT	1,250.81			
105.	RHOMAR INDUSTRIES INC	572.10			
106.	ROPES & RIGGING TREE SERVICE, LLC	19,380.00			
107.	RYAN OLSZEWSKI	540.00			
108.	SCHADEWALD, HAROLD G	150.00			
109.	SCIENTIFIC SPECIALTIES SERVICE, INC	854.26			
110.	SEAN STREET	1,880.00			
111.	SHERWIN-WILLIAMS CO	62.99			
112.	SLUSARSKI EXCAVATING & PAVING INC	44,084.00			
113.	SMITHS NURSERY & LANDSCAPING	9,845.76			
114.	SONETICS CORPORATION	851.84			
115.	SPECTRUM PRINTERS INC	510.00			
116.	STAPLES	986.28			
117.	STEVENS DISPOSAL	82,258.49			
118.	STRYKER EMS	928.92			
119.	SUPERIOR TURBO & INJECTION LLC	300.00			
120.	SUPERIOR UNIFORM SALES INC.	2,072.46			
121.	TASK FORCE TIPS	463.82			
122.	TEDDER INDUSTRIES LLC	676.78			
123.	TELEDYNE ISCO, INC	1,703.21			
124.	TERRAFIRMA DRILLING, INC.	4,200.00			
125.	THE BANK OF NEW YORK MELLON	63,397.56			
126.	THE BUZZ CAFE	90.00			
127.	THE SOUND DOCTOR	4,600.00			
128.	THEE OLD MILL LLC	1,696.75			
129.	THOMAS SCIENTIFIC, INC	1,976.01			
130.	TOBY'S PLACE CAT RESCUE	592.50			
131.	TRACE ANALYTICAL LABORATORIES, INC.	2,911.00			
132.	TRACTOR SUPPLY COMPANY	471.39			
133.	TRUCK & TRAILER SPECIALITIES, INC	189.06			
134.	UIS PROGRAMMABLE	7,117.18			
135.	ULINE	367.50			
136.	UNUM LIFE INSURANCE COMPANY	3,378.00			
137.	USA BLUEBOOK	1,233.08			
138.	UV ENGINEERING SOLUTIONS, INC	6,300.00			
139.	VAN BRUNT TRANSPORT INC	109,990.26			
140.	VC3 INC	100.00			
141.	VERIZON WIRELESS	1,314.29			
142.	WASHOVIA SERVICES OF LENAWEE, LLC	5,570.35			
143.	WATERIQ TECHNOLOGIES, LLC	2,250.00			
144.	WAYNE BISARD INVESTIGATIONS, LLC	1,000.00			
145.	WEISKOPF INDUSTRIES CORP	462.00			
146.	WHITCHER PLUMBING & HEATING	967.36			
147.	WILLIAM PATTEUW	960.00			
148.	WORKSPHERE OCCUPATIONAL MEDICINE	583.00			
TOTAL ALL CLAIMS		891,035.30			



Date of Event: October 19, 2024, from 6:30pm-10:00pm

Location of Event: The Landing- 5447 N. Rogers Hwy Tecumseh, MI

Annual Fundraiser Dinner for Share the Warmth of Lenawee.



Charitable Gaming Division
Box 30023, Lansing, MI 48909
OVERNIGHT DELIVERY:
101 E. Hillsdale, Lansing MI 48933
(517) 335-5780
www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL 432.103(K)(ii))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from Share the Warmth of Adrian
NAME OF ORGANIZATION CITY

county of Lenawee, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____
APPROVAL/DISAPPROVAL

APPROVAL

Yeas: _____

Nays: _____

Absent: _____

DISAPPROVAL

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on _____
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
PENALTY: Possible denial of application

BSL-CG-1153(R6/09)

October 1st, 2024

MEMORANDUM

TO: Greg Elliot, City Administrator

FROM: Jeremiah Davies, Director of Parks & Recreation

SUBJECT: Purchase of new Parks Department Trail Blower



The Parks Department contacted the Sourcewell Government Procurement Purchasing program to purchase one (1) 23 HP Vanguard blower and all necessary attachments.

The Sourcewell Purchasing Program, using specifications identical to those of the City of Adrian, conducts a competitive bid process each year to purchase vehicles and equipment nationwide for state and local governments, provided a price of \$10,399.00 for the Vanguard blower with all requested attachments from Bill's Service Inc., of Blissfield, MI.

I recommend using the Sourcewell Procurement Purchasing program to procure the Vanguard blower.

The Finance Director indicates that sufficient funds are available for this purpose in the FY 2024-2025 budget.

211-754-00-977-310

\$10,399.00

October 7th,2024

CR24-119

RE: **PARKS & RECREATION RESOLUTION– AUTHORIZATION TO PURCHASE ONE (1)
23 HP VANGUARD BLOWER**

RESOLUTION

WHEREAS, the purchase of one (1) 23 HP Vanguard Blower is requested; and

WHEREAS, the Cooperative Procurement Public Purchasing Program through Sourcewell, which conducts a competitive bid process each year to purchase vehicles and equipment nationwide for state and local governments, was used, using specifications identical to those of the City of Adrian’s competitive bid process; and

WHEREAS, the results of the solicitation Sourcewell Procurement program: one (1) 23 HP Vanguard Blower with all necessary attachments to be delivered by Bill’s Service Inc, of Blissfield, MI, at a cost not to exceed \$10,399.00; and

WHEREAS, due to the competitive bid process conducted by the Sourcewell Government Procurement program, the Director of Parks & Recreation and City Administrator recommends using the Sourcewell Procurement Purchasing program; and

WHEREAS, the Finance Director indicates that there are sufficient funds available for this purpose in the FY 2024-2025 Budget.

211-754-00-977-310: \$10,399.00

NOW, THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the purchase of one (1) 23 HP Vanguard Blower and accepts the engagement of Bill’s Service Inc., of Blissfield, MI, to enter into the City’s Standard Professional Services Contract.

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

September 30th, 2024

MEMORANDUM

TO: Greg Elliot, City Administrator

FROM: Jeremiah Davies, Director of Parks & Recreation

SUBJECT: Purchase of new Parks Department Mowers



The Parks Department contacted the Sourcewell Government Procurement Purchasing program to purchase two (2) Toro HP Kawasaki FX w/ 60" TF Deck mowers and all necessary attachments.

The Sourcewell Purchasing Program, using specifications identical to those of the City of Adrian, conducts a competitive bid process each year to purchase vehicles and equipment nationwide for state and local governments, provided a price of \$21,521.92 for the Toro mowers with all requested attachments from Century Equipment, of Twinsburg, OH.

I recommend using the Sourcewell Procurement Purchasing program to procure the Toro mowers.

The Finance Director indicates that sufficient funds are available for this purpose in the FY 2024-2025 budget.

211-754-00-977-310

\$21,521.92

October 7, 2024

CR24-120

RE: **PARKS & RECREATION RESOLUTION– AUTHORIZATION TO PURCHASE TWO (2)
TORO HP KAWASAKI FX W/ 60” TF DECK MOWERS**

RESOLUTION

WHEREAS, the purchase of two (2) Toro HP Kawasaki FX w/60” TF Deck Mowers is requested; and

WHEREAS, the Cooperative Procurement Public Purchasing Program through Sourcewell, which conducts a competitive bid process each year to purchase vehicles and equipment nationwide for state and local governments, was used, using specifications identical to those of the City of Adrian’s competitive bid process; and

WHEREAS, the results of the solicitation Sourcewell Procurement program: two (2) HP Toro Kawasaki FX w/60” TF Deck Mowers with all necessary attachments to be delivered by Century Equipment, of Twinsburg, OH, at a cost not to exceed \$21,521.92; and

WHEREAS, due to the competitive bid process conducted by the Sourcewell Government Procurement program, the Director of Parks & Recreation and City Administrator recommends using the Sourcewell Procurement Purchasing program; and

WHEREAS, the Finance Director indicates that there are sufficient funds available for this purpose in the FY 2024-2025 Budget.

211-754-00-977-310: \$21,521.92

NOW, THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the purchase of two (2) Toro HP Kawasaki FX w/60” TF Deck Mowers and accepts the engagement of Century Equipment of Twinsburg, OH, to enter into the City’s Standard Professional Services Contract.

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

September 23rd, 2024

MEMORANDUM

TO: Greg Elliot, City Administrator

FROM: Jeremiah Davies, Director of Parks & Recreation

SUBJECT: Oakwood Cemetery Cremation Garden Monuments



The City received one (1) bid on Thursday, August 15th, 2024, for the purchase of one (1) Cremation Garden Monument set (14 pieces).

Wagley Funeral Homes, of Adrian, MI, was the sole bid.

CITY OF ADRIAN, MICHIGAN
CREMATION GARDEN MONUMENTS
DUE DATE: AUGUST 15, 2024

BIDDER	BID DETAILS	TOTAL BID
WAGLEY FUNERAL HOMES ADRIAN, MI	AS SPECIFIED	\$22,992.00

October 7, 2024

CR24-121

RE: **OAKWOOD CEMETERY– AUTHORIZATION TO PURCHASE ONE (1) CREMATION GARDEN MONUMENT SET (14 PIECES)**

RESOLUTION

WHEREAS, the purchase of one (1) cremation garden monument set (14 pieces) is requested; and

WHEREAS, on behalf of the Parks & Recreation Department, the City of Adrian Purchasing Office has solicited and received bids on Thursday, August 15th, 2024, for a contractor to provide a cremation garden monument set (14 pieces); and

WHEREAS, in response to a Request-for-Bids, a total of one (1) bid was received. A detailed bid tabulation is listed below; and

CITY OF ADRIAN, MICHIGAN
CREMATION GARDEN MONUMENTS
DUE DATE: AUGUST 15, 2024

BIDDER	BID DETAILS	TOTAL BID
WAGLEY FUNERAL HOMES ADRIAN, MI	AS SPECIFIED	\$22,992.00

WHEREAS, the Director of Parks & Recreation Services and the City Administrator recommend acceptance of the bid from Wagley Funeral Homes, not to exceed \$22,992.00; and

WHEREAS, the Finance Director indicates that there are sufficient funds available for this purpose in the FY 2023-2024 Budget.

285-261.00-975.000	\$22,794.50
101-567-00-776-000	\$197.50

NOW, THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the purchase of one (1) Cremation Garden Monument set (14 pieces) and accepts the engagement of Wagley Funeral Homes of Adrian, MI, to enter into the City’s Standard Professional Services Contract.

On motion by Commissioner _____,
seconded by Commissioner _____,

this resolution was adopted by a _____ vote.

On motion by Commissioner _____,

seconded by Commissioner _____,

this resolution was adopted by a _____ vote.

CITY OF ADRIAN, MICHIGAN
917 CHESTNUT ST DEMO
DUE DATE: TUESDAY, SEPTEMBER 3, 2024

BIDDER	TOTAL BID
BRISKEY BROTHER CONSTRUCTION ADRIAN, MI	\$14,800.00
R&J DEMOLITION ADRIAN, MI	\$17,850.00
J.G. EWING SEWER CONTRACTORS TOLEDO, OH	\$17,870.87
SLUSARSKI EXCAVATING & PAVING, INC ADRIAN, MI	\$19,984.00
SALENBIEN TRUCKING & EXCAVATING, INC DUNDEE, MI	\$23,400.00
ASBESTOS ABATEMENT, INC LANSING, MI	\$34,629.00

RE: COMMUNITY DEVELOPMENT – DEMOLITION OF 917 CHESTNUT STREET
RESOLUTION

WHEREAS, the property located at 917 Chestnut St. has fallen into disrepair, and become a structure unfit for human occupancy, and the Code Enforcement Officer has ordered it to be demolished as repair is unreasonable; and

WHEREAS, the property is negatively impacting the surrounding neighborhood from a property value and safety standpoint; and

WHEREAS, the Purchasing Department received sealed bids for this demolition with the low bid of \$14,800.00 from Briskey Brother Construction; and

WHEREAS, the City Administrator recommends acceptance of the low bid from Briskey Brother Construction.

NOW, THEREFORE, IT IS RESOLVED that the Adrian City Commission by this resolution does hereby approve the expenditure of \$14,800.00 for the demolition of 917 Chestnut St. utilizing the bid of Briskey Brother construction.

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

CITY OF ADRIAN
LENAWEE COUNTY, MICHIGAN
ORDINANCE NO. 24-003

AN ORDINANCE TO AMEND THE CITY OF ADRIAN ZONING
ORDINANCE, CHAPTER 10, BUILDINGS AND BUILDING
REGUATIONS, ARTICLE V, VACANT BUILDINGS, BY AMENDING
THAT SECTION TO READ AS SET FORTH HEREIN.

NOW THEREFORE, THE CITY OF ADRIAN ORDAINS:

1. The City of Adrian Zoning Ordinance, CHAPTER 10, BUILDINGS AND BUILDING REGUATIONS, ARTICLE V, VACANT BUILDINGS, shall be amended to read as follows:

Sec. 10-400. Purpose.

The purpose of this article is to help protect the health, safety and welfare of the citizens by preventing blight, protecting property values and neighborhood integrity, avoiding the creation and maintenance of nuisances, facilitating rehabilitation and restoration, and insuring the safe and sanitary maintenance of dwellings, commercial and industrial buildings. Due to economic conditions, mortgage foreclosures and increased bankruptcies many homes and buildings have become vacant and unsupervised. This has caused properties to become attractive nuisances for minors and has increased criminal activity. Vacant properties have a negative impact on surrounding properties and neighborhoods. Potential buyers are deterred by the presence of nearby vacant abandoned buildings. There is an increased instance of unsecured or open doors and windows, broken water pipes, flooded basements, theft of metals and other materials, overgrowth of grass, weeds, shrubs and bushes, illegal dumping and rat and vermin activity at vacant structures. Such neglect devalues properties and causes deterioration in neighborhoods and industrial and commercial areas. The city also needs the ability to contact owners for utility shutoff, fire safety, and for police related reasons.

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Sec. 10-401. Definitions.

For purposes of this section, the following words and phrases shall have the meanings respectively ascribed to them as follows:

Open [means] a building or structure subject to the provisions of this section shall be deemed to be open if any one or more exterior doors other than a storm door is broken, open, and/or closed without a properly functioning lock to secure it, or if one or more windows is broken, or not capable of being locked and secured from intrusion or any combination of the same.

Owner is defined as any person, partnership, corporation, limited liability company or other legal entity with legal or equitable ownership interest in the structure.

Vacant [means] a building, structure or land shall be deemed to be vacant if no person or persons actually currently conducts a lawful ~~licensed~~ business or lawfully resides or lives in any part of the building as the legal or equitable owner(s) or tenant-occupant(s), or owner-occupant(s), or tenant(s) on a permanent, not transient basis. Buildings with multiple tenants and /or uses, and land with more than one structure shall be deemed vacant if more than 60 percent of the ground floor, based on total square footage, is unoccupied.

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Sec. 10-402. ~~Evidence of~~De facto vacant property.

~~Evidence of~~De facto vacancy shall include any condition that on its own, or combined with other conditions present, would lead a reasonable person to believe that the property is vacant. Any property exhibiting such condition or conditions shall be treated as vacant for purposes of this ordinance. Such conditions include, but are not limited to:

- (1) Overgrown and/or dead vegetation;
- (2) Accumulation of newspapers, circulars, fliers, and/or mail;
- (3) Past due utility notices, and/or disconnected utilities;
- (4) Accumulation of trash, junk, and/or debris;
- (5) Boarded up or broken windows;
- (6) Abandoned vehicles, auto parts or materials;
- (7) The absence of, or continually drawn window coverings, such as curtains, blinds, and/or shutters;
- (8) The absence of furnishings, and/or personal items consistent with habitation or occupancy;
- (9) Statements by neighbors, passersby, delivery agents or utility agents, including the department of public works and/or police/fire department employees that the property is vacant;
- (10) Is under condemnation notice or legal order to vacate;
- (11) Has taxes in arrears to the city for a period of time exceeding 365 days; or
- (12) Is under notice for being in violation of city ordinances;
- (13) Graffiti;
- (14) Any other violation of the ~~2012-current~~ International Property Maintenance Code.

(Ord. No. 13-016, 9-3-2013)

Sec. 10-403. Vacant properties to be registered.

There is hereby created in the City of Adrian ~~Inspection-Community Development~~ Department, a registry of vacant properties. Owners of real property are required to register all vacant properties, and pay the applicable fee, within 60 days of the vacancy. ~~Structures that are vacant at the time of the enactment of this article must register within 30 days. Failure to register a vacant property is a civil infraction. If registration and payment in full of the associated fee is not received by the due date, a late fee in an amount established by resolution of the City Commission shall be charged. If full payment is not received, the amount owed to the city shall be collected as a special assessment against the property as provided in section 70-12 of the Adrian City Code.~~

The following properties are exempt from this article:

- (1) County~~-~~owned property reverted by tax foreclosure and land bank owned property.
- (2) Properties currently registered as rental properties, so long as the registrations are current and all required inspections have been completed.
- (3) Properties wherein the owner spends a portion of the year residing at another address.

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Editor's note(s)—Ord. No. 15-004, adopted May 4, 2015, repealed former § 10-403, which pertained to registry of vacant properties, and derived from Ord. No. 13-016, adopted Sept. 3, 2013. Said ordinance amended and renumbered former § 10-404 as § 10-403.

Sec. 10-404. Owners registration form; content, consent for inspection.

Owners who are required to register their properties pursuant to this article shall submit a completed vacant property registration form, as provided by the city inspection department, containing the following information:

- (1) Name of the owner of the property.
- (2) An email address for the owner and a mailing address where mail may be sent that will be acknowledged as received by the owner. If certified mail/return receipt requested is sent to the address and the mail is returned marked refused or unclaimed, or if ordinary mail sent to the address is returned for whatever reason, then such occurrence shall be prima facie evidence that the owner has failed to comply with this requirement.
- (3) The name, address, email address, and phone number of an individual responsible for the care and control of the property who can provide access to the building on an emergency basis. The named individual must live within 30 miles of the City of Adrian.
- (4) Signed consent provision allowing the city to enter and inspect the property upon 24 hours' notice to the owner and without notice to the owner in the case of an emergency.
- (5) The status of all utility services (water, sewer, gas and electric), proof of any disconnections, and the name in which such accounts, if any, are held.
- (6) A detailed plan of action for restoring the building to an occupied status.

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Editor's note(s)—Ord. No. 15-004, adopted May 4, 2015, renumbered former § 10-405 as § 10-404.

Sec. 10-405. Registration fee.

The registration fee shall be set by resolution of the ~~city commission~~City Commission to offset the cost of administering this article. In addition, in the case where the owner has failed to register, there shall be assessed an added cost of the city's expense in having to determine ownership, which may include but is not limited to title search. The fee for registration shall be set by resolution of the City Commission.

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Editor's note(s)—Ord. No. 15-004, adopted May 4, 2015, renumbered former § 10-406 as § 10-405.

Sec. 10-406. Initial inspection.

Upon initial registration, each vacant property shall be inspected by the city, within 30 days, for compliance with the current edition of the International Property Maintenance Code and any other applicable ordinances. The fee for the inspection shall be set by resolution of the City Commission. Failure to schedule and/or allow an inspection is a civil infraction. Upon completion of the inspection, the city shall order any repairs it deems necessary for compliance with the said code and, if the city determines that the cost of repair exceeds the value of

the property, ~~the city~~ may also proceed with other enforcement action including but not limited to condemnation and demolition. Completion of the inspection, and any required repairs, under this section shall also be deemed compliance with the City's Point of Sale inspection program.

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Editor's note(s)—Ord. No. 15-004, adopted May 4, 2015, amended and renumbered former § 10-407 as § 10-406.

Sec. 10-407. Requirement to keep information current.

If at any time the information contained in the registration form is no longer valid, the property owner shall, within ten days, file a new registration form containing current information. There shall be no fee to update the current owner's information. The owner shall also provide notification to the city upon sale of the property.

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Editor's note(s)—Ord. No. 15-004, adopted May 4, 2015, renumbered former § 10-408 as § 10-407.

Sec. 10-408. Required maintenance for vacant structures.

An owner of vacant property is required to maintain the vacant property as follows:

(1) ~~(1)~~—The property shall be kept ~~free of:~~compliant with the most current version of the International Property Maintenance Code.

(2) In addition to all requirements of the International Property Maintenance Code, the property shall be kept free of:

- a. Weeds or grass more than eight inches high;
 - b. Vegetation growth within ~~between~~ the sidewalk and/or driveway;
 - c. Dry brush;
 - ~~d. Dead vegetation;~~
 - e. Trash, junk and debris;
 - f. Building materials;
 - g. Rodent harborage;
 - h. Discarded items, including but not limited to, furniture, clothing, large and small appliances, printed material, signage, containers;
 - i. ~~Any illegal storage of vehicles~~Vehicles stored outdoors.
- (2) The property shall be maintained free of graffiti, tagging or similar markings.
- (3) The property shall be landscaped and properly maintained in a manner consistent with a well-maintained, occupied home or property. Dead or overgrown vegetation shall not be allowed to remain. Landscaping includes but is not limited to grass, ground covers, bushes, shrubs, hedges, or similar plantings, decorative rock or bark designed and maintained in an appropriate manner. Landscaping does not include weeds, gravel, broken concrete, asphalt, decomposed materials, plastic sheeting, indoor-outdoor carpet, or any similar material. Maintenance includes, but is not limited to, regular watering, irrigation, weeding, cutting, pruning and mowing of the property and its landscaping and removal of trimmings.

-
- (4) Pools, spas and other water features shall be kept in working order or winterized to ensure that the water remains clear and free of pollutants and debris, or drained and kept dry and free of debris, and must comply with the minimum security fencing, barrier and maintenance requirements of the Michigan Building~~ing~~ ~~and Construction~~ Codes and the International Property Maintenance Code.
 - (5) Properties subject to this article shall be maintained in a secure manner so as not to be accessible to unauthorized persons. Secure manner includes, but is not limited to, the closure and locking of windows, doors (walk-through, sliding and garage), gates and any other opening of such size that it may allow a child to access the interior of the property and/or structure(s). Broken windows must be repaired or replaced within 14 days. Boarding up of open or broken windows is prohibited except as a temporary, emergency measure approved by the inspection department.
 - (6) Timely removal of ~~bulk~~ mail and posted circulars.
 - (7) If the vacant property is not heated, it must be winterized.
 - (8) For properties located within the boundaries of the Downtown Development Authority's Development Area, the windows of vacant, street-level space shall be covered with an approved, decorative treatment that mimics an active storefront.
 - ~~(8) If electrical service is not terminated, the vacant property must be inspected for compliance with the 2012 International Property Maintenance Code.~~
 - ~~(9) Failure to comply with any other provision of the 2012 International Property Maintenance Code.~~

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Editor's note(s)—Ord. No. 15-004, adopted May 4, 2015, renumbered former § 10-409 as § 10-408.

Sec. 10-409. Securing structures.

A city order to secure a vacant property shall be complied with by the owner within 72 hours. If the securing has not been completed or does not comply is not compliant with the requirements for securing the structure under this article, the city shall secure the structure and bill the owner for all costs incurred, including service fees and administrative costs. If payment in full is not received within 30 days from the due date, a late fee in ~~the an~~ amount ~~of \$50.00~~ established by resolution of the City Commission shall be charged. If full payment is not received, the amount owed to the city shall be collected as a special assessment against the property as provided in section 70-12 of the Adrian City Code.

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Editor's note(s)—Ord. No. 15-004, adopted May 4, 2015, renumbered former § 10-410 as § 10-409.

Sec. 10-410. Fire or storm damaged property.

If a building regulated hereunder is damaged by fire or storm, the owner has 90 days from the date of the fire to apply for a permit to start construction or demolition. ~~Failure to do so will result in the property being deemed vacant and will be subject to the requirements of this article.~~

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Editor's note(s)—Ord. No. 15-004, adopted May 4, 2015, renumbered former § 10-411 as § 10-410.

Sec. 10-411. Reuse and occupancy.

No vacant structure shall be reoccupied until inspected and found to be in compliance with the ~~2012-current~~ edition of the International Property Maintenance Code, the Michigan Building Code and related construction codes (as applicable), and a certificate of occupancy is issued by the city. The fee for the inspection shall be set by resolution of the ~~city commission~~ City Commission.

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Editor's note(s)—Ord. No. 15-004, adopted May 4, 2015, renumbered former § 10-412 as § 10-411.

Sec. 10-412. Responsibility for violations.

All ~~nuisance, housing, building and related~~ code violations related to enforcement of this ordinance will be cited and noticed to the owner of record and shall become the owner's responsibility to bring in compliance. If the owner sells or otherwise disposes of the property to another party, the new owner shall not be entitled to any extension of time to correct or address such violations as existed at the time of sale, transfer or conveyance of the property. Any unpaid fees pursuant to this ordinance shall constitute a lien on the property.

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Editor's note(s)—Ord. No. 15-004, adopted May 4, 2015, renumbered former § 10-413 as § 10-412.

Sec. 10-413. Monitoring of property; fee.

The ~~building department~~ Community Development Department is hereby authorized to monitor the condition of any property required to be registered under this article. The right to monitor the property includes the right to enter for purposes of inspection. The city shall notify the owner of the intent to inspect the property 24 hours prior to entry except in the event of an emergency. In addition, each owner shall schedule, on or before the anniversary of the initial inspection of a vacant property, of follow-up inspection of the interior and exterior of the vacant structure to assured continued compliance with the standards of this article. Structures that are vacant for more than three years shall be inspected every six months for this same purpose. The fee for each reinspection shall be set by resolution of the City Commission.

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Editor's note(s)—Ord. No. 15-004, adopted May 4, 2015, amended and renumbered former § 10-414 as § 10-413.

Sec. 10-414. Right to appeal.

The owner shall have the right to appeal the imposition of the vacant building registration fees to a ~~committee appointed by the city administrator~~ Construction Board of Appeals, upon filing an application in writing along with a \$~~1~~50.00 nonrefundable filing fee to the City of Adrian ~~no later than 30 calendar days after the date of the invoice~~ within 20 days of the date of the order from which relief is sought. On appeal, the owner shall bear the burden of ~~providing satisfactory proof of occupancy~~ proof.

(Ord. No. 15-004, 5-4-2015)

Sec. 10-415. Waiver of registration fee.

A one-time waiver of the registration fee may be granted by the ~~committee appointed by the city~~ administrator upon application by the owner, if all taxes and fees, such as but not limited to; property taxes, mowing charges, snow removal, past vacant building registration fees, rental registrations, trash collection, and water and sewer billings have been paid prior to application of the waiver. If the owner:

- (1) Demonstrates with satisfactory proof that he/she is in the process of demolition, rehabilitation, or other substantial repair of the vacant building, including a detailed plan of action for accomplishing the intended activity within one year of the date of registration.
- (2) Demonstrates the anticipated length of time for the demolition, rehabilitation, or other substantial repair of the vacant building.
- (3) Provides satisfactory proof that ~~he/she~~ the building was lawfully and consistently occupied no more than six months earlier, that the property is being ~~was~~ actively attempting to sell-marketed for sale or lease, the property during the vacancy period, and, if the building is a residential dwelling, that it has a valid Certificate of Compliance as a rental dwelling or under the Point of Sale inspection program.

(Ord. No. 15-004, 5-4-2015)

Sec. 10-416. Unpaid fees; assessment.

All fees and costs hereunder that remain unpaid after 14 days' written notice to the owner/management company shall be assessed against the property as a lien and included on the tax roll pursuant to section 70-12 of the Adrian City Code.

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Editor's note(s)—Ord. No. 15-004, adopted May 4, 2015, renumbered former § 10-415 as § 10-416.

Sec. 10-417. Penalties.

- (a) A violation of any provision of this article is a civil infraction and is punishable by a fine of \$150.00 for a first offense and \$250.00 for any subsequent offense.
- (b) In addition to any other penalty provided for in this section, this section may be enforced by suit for injunction, action for damages, or any equitable relief appropriate to the enforcement of this section.

(Ord. No. 13-016, 9-3-2013; Ord. No. 15-004, 5-4-2015)

Editor's note(s)—Ord. No. 15-004, adopted May 4, 2015, renumbered former § 10-416 as § 10-417.



REGULAR AGENDA



Adrian Fire Department

208 S Main St.
Adrian, MI 49221
517-264-4856

Memorandum

To: Mayor Sword-Heath, City Commission, and Administrator Elliott

From: Aric Massingill, Fire Chief

Date: September 30, 2024

Re: Medical Equipment Service Agreement

Since 2012 we have purchased many different medical devices from Stryker including stretchers, power-loads, stair chairs, Lucas devices, and heart monitors. These items are critical life-saving devices that need to be serviced annually to ensure they are functioning to manufacturers specifications at all times.

I am presenting you with a resolution and service contract to renew our annual service contract with Stryker. Our current contract does not expire until January 1, 2025, but there is a price increase of 3.5% on October 1 so this will lock in the current rate.

Due to the complexity and liability associated with medical equipment, these devices can only be serviced by the manufacturer. This contract includes all parts, labor, travel, and battery replacement for the covered items.



1 Year Prevent

Quote Number: 10993275

Version: 1

Prepared For: CITY OF ADRIAN FIRE DEPT

Attn:

Rep: Maegan Beveridge

Email:

Phone Number:

GPO: EMS

Quote Date: 09/24/2024

Expiration Date: 10/31/2024

Contract Start: 01/01/2025

Contract End: 12/31/2025

Service Rep: Bryan Waynick

Email: bryan.waynick@stryker.com

Delivery Address		Bill To Account	
Name:	CITY OF ADRIAN FIRE DEPT	Name:	CITY OF ADRIAN FIRE DEPT
Account #:	20126307	Account #:	20126307
Address:	208 S MAIN ST	Address:	208 S MAIN ST
	ADRIAN		ADRIAN
	Michigan 49221-2615		Michigan 49221-2615

ProCare Products:

#	Product	Description	Months	Qty	List Price	Discount %	Sell Price	Total
1.0	LUCAS-FLD-PROCARE	PROCARE-SVC-LUCAS-FIELD-REPAIR Parts, Labor, Travel Preventative Maintenance Batteries Service	12	1	\$1,719.00	10.0%	\$1,547.10	\$1,547.10
2.0	LUCAS-FLD-PROCARE	PROCARE-SVC-LUCAS-FIELD-REPAIR Parts, Labor, Travel Preventative Maintenance Batteries Service	12	2	\$1,719.00	10.0%	\$1,547.10	\$3,094.20
3.0	LIFEPAK-FLD-PROCARE	PROCARE-SVC-LIFEPAK-FIELD-REPAIR Parts, Labor, Travel Preventative Maintenance Batteries Service	12	3	\$2,204.00	10.0%	\$1,983.60	\$5,950.80
4.0	STR-CHAIR-PROCARE	PROCARE-SVC-STAIR-CHAIR Parts, Labor, Travel Preventative Maintenance	12	2	\$305.00	10.0%	\$274.50	\$549.00
5.0	POWERPRO-PROCARE	PROCARE-SVC-POWERPRO Parts, Labor, Travel Preventative Maintenance Batteries Service	12	3	\$1,599.00	10.0%	\$1,439.10	\$4,317.30
6.0	POWERLOAD-PROCARE	PROCARE-SVC-POWER-LOAD Parts, Labor, Travel Preventative Maintenance Batteries Service	12	1	\$2,273.00	10.0%	\$2,045.70	\$2,045.70
7.0	POWERLOAD-PROCARE	PROCARE-SVC-POWER-LOAD Parts, Labor, Travel Preventative Maintenance Batteries Service	12	1	\$2,273.00	10.0%	\$2,045.70	\$2,045.70
ProCare Total:								\$19,549.80



1 Year Prevent

Quote Number: 10993275
Version: 1
Prepared For: CITY OF ADRIAN FIRE DEPT
Attn:

Rep: Maegan Beveridge
Email:
Phone Number:

GPO: EMS
Quote Date: 09/24/2024
Expiration Date: 10/31/2024
Contract Start: 01/01/2025
Contract End: 12/31/2025

Service Rep: Bryan Waynick
Email: bryan.waynick@stryker.com

Price Totals:

Grand Total: \$19,549.80

Authorized Customer Signer (Printed) Date

Stryker Authorized Signature (Printed) Date

Authorized Customer Signature Date

Stryker Authorized Signature Date

Purchase Order Number

Equipment Service Plan

Line Item #	Model	Serial #
1.0	PROCARE-SVC-LUCAS-FIELD-REPAIR	35171891
2.0	PROCARE-SVC-LUCAS-FIELD-REPAIR	3520R227
2.0	PROCARE-SVC-LUCAS-FIELD-REPAIR	3518B687
3.0	PROCARE-SVC-LIFEPAK-FIELD-REPAIR	49365918
3.0	PROCARE-SVC-LIFEPAK-FIELD-REPAIR	49228685
3.0	PROCARE-SVC-LIFEPAK-FIELD-REPAIR	47433067
4.0	PROCARE-SVC-STAIR-CHAIR	2107010000255
4.0	PROCARE-SVC-STAIR-CHAIR	1810010000108
5.0	PROCARE-SVC-POWERPRO	2105003501398
5.0	PROCARE-SVC-POWERPRO	131139391
5.0	PROCARE-SVC-POWERPRO	180339648
6.0	PROCARE-SVC-POWER-LOAD	2105012700187
7.0	PROCARE-SVC-POWER-LOAD	180339651

Purchase Order Form



Account Manager Maegan Beveridge
Cell Phone 517-740-3161

Purchase Order Date 9/25/2024
Expected Delivery Date _____
Stryker Quote Number 10993275

Check box if Billing same as Shipping ☒

BILL TO		CUSTOMER #	20126307
Billing Account Num			
Company Name	CITY OF ADRIAN FIRE DEPT		
Contact or Department			
Street Address	208 S MAIN ST		
Add'l Address Line			
City, ST ZIP	ADRIAN, MICHIGAN, 49221		
Phone			

SHIP TO		CUSTOMER #	20126307
Shipping Account Num			
Company Name	same as bill to		
Contact or Department			
Street Address			
Add'l Address Line			
City, ST ZIP			
Phone			

Authorized Customer Initials AM

Authorized Customer Initials AM

DESCRIPTION	QTY	TOTAL
REFERENCE QUOTE <u>10993275</u>	<u>1 YEAR</u>	<u></u>
		\$19,549.80

Accounts Payable Contact Information

Name _____
Email _____
Phone _____

Stryker Terms and Conditions
www.stryker.com/stnc

Authorized Customer Signature

Printed Name _____
Title _____
Signature _____
Date _____

Attachment Stryker Quote Number 10993275

*Sales or use taxes on domestic (USA) deliveries will be invoiced in addition to the price of the goods and services on the Stryker Quote.

RE: FIRE DEPARTMENT – Stryker ProCare Services Agreement

RESOLUTION

WHEREAS in order provide the best possible medical service to the citizens of Adrian, the Adrian Fire Department is seeking to enter a ProCare Service agreement with Stryker; and

WHEREAS the Fire Department has included this item in the FY24-25 operating budget; and

WHEREAS it is vital to ensure the medical equipment used to save lives daily is always operating within manufacturers specifications; and

WHEREAS Stryker is the sole-source provider to sell and service this equipment in the Hospital, Emergency Response Services and Emergency Training market; and

NOW THEREFORE, BE IT RESOLVED that the Adrian City Commission authorizes the Fire Chief to enter into a Letter of Authorization with Stryker, in substantially the form presented to the City Commission, for purposes of servicing and maintaining the listed medical equipment as a sole source provider in the amount of \$19,549.80; and

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

On motion by Commissioner _____,

Seconded by Commissioner _____, this

Resolution was adopted by a _____ vote.