

Regular Meeting of the Mt. Pleasant City Commission
Monday, January 24, 2022
7:00 p.m.

AGENDA

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PROCLAMATIONS AND PRESENTATIONS:

ADDITIONS/ DELETIONS TO AGENDA:

PUBLIC INPUT ON AGENDA ITEMS:

RECEIPT OF PETITIONS AND COMMUNICATIONS:

1. City Manager report on pending items.
2. Fourth Quarter Investment Report.
3. Planning Commission 2021 Annual Report.
4. Minutes of the Planning Commission (November).
5. Listing of payrolls and warrants from December 13, 2021 through January 9, 2022.
6. Correspondence received from Hunter Brands regarding zoning.

CONSENT ITEMS:

7. Approval of the minutes of the regular meeting held January 10, 2022.
8. Approval of the minutes of the closed session held January 10, 2022.
9. Consider resolution in support of final approval of Temporary Traffic Control Order #2-2022.
10. Consider resolution in support of final approval of Temporary Traffic Control Order #3-2022.
11. Consider resolution in support of final approval of Temporary Traffic Control Order #4-2022.
12. Consider resolution in support of final approval of Temporary Traffic Control Order #5-2022.
13. Consider resolution authorizing MDOT Contract Number 21-5404 (maintenance of new sidewalk at US-127BR/Mission Street and Corporate Drive).
14. Consider resolution in support of a Redevelopment Liquor License for Pleasant City Coffee and Books LLC.

All interested persons may attend and participate. Persons with disabilities who need assistance to participate may call the Human Resources Office at 989-779-5313. A 48-Hour advance notice is necessary for accommodation. Hearing or speech impaired individuals may contact the City via the Michigan Relay Service by dialing 7-1-1.

15. Consider setting a special meeting for discussion on goals and objectives for Wednesday, March 9, 2022 at 5:45 pm.
16. Consider setting a special meeting for follow-up discussion on goals and objectives for Monday, April 18, 2022 at 5:30 pm.
17. Consider Michigan Department of Transportation (MDOT) resolution authorizing the City Manager to approve a contract for reimbursement of funds for the approach slope clearing project at the Mt. Pleasant Airport and budget amendment for the same.
18. Consider contract with Alpine Tree Service for Phase II of the approach slope clearing at the Mt. Pleasant Airport and approve amendment #2 with Mead & Hunt for construction administrative services for the same project.
19. Appointment of City Officials to applicable City boards and commissions.
20. Consider approval of Payrolls and Warrants.

PUBLIC HEARINGS:

21. Public hearing on the necessity of the public improvement; consider resolution #3 to proceed with improvements; consider resolution #4 to accept the special assessment roll and set a public hearing for February 14, 2022 regarding said roll for Special Assessment District #1-22.
22. Public hearing on the necessity of the public improvement; consider resolution #3 to proceed with improvements; consider resolution #4 to accept the special assessment roll and set a public hearing for February 14, 2022 regarding said roll for Special Assessment District Special Assessment District #2-22.

NEW BUSINESS:

23. Consider sole source contract with ProComm Inc. for the purchase of 800 MHz radios and a sole source contract with MPSCS Programming for the programming of the radios and budget amendment for the same.
24. Consider contract extension for professional environmental consulting services and ground water testing and budget amendment for the same.
25. Consider airport staffing and fee changes as recommended by the Airport Joint Operations and Management Board and budget amendment for the same.
26. Appointment of City Commissioners to City standing and special committees.
27. Consider appointment of City Commissioners to applicable City boards and commissions.

All interested persons may attend and participate. Persons with disabilities who need assistance to participate may call the Human Resources Office at 989-779-5313. A 48-Hour advance notice is necessary for accommodation. Hearing or speech impaired individuals may contact the City via the Michigan Relay Service by dialing 7-1-1.

City Commission Agenda

January 24, 2022

Page 3

28. Follow-up discussion on drive-thru stacking requirements.

ANNOUNCEMENTS ON CITY-RELATED ISSUES AND NEW BUSINESS:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS:

RECESS:

CLOSED SESSION:

29. Consider closed session pursuant to subsection 8(h) of the Open Meetings Act to consider material exempt from discussion or disclosure by state or federal statute.

RECESS:

WORK SESSION: (none scheduled at this time)

ADJOURNMENT:

All interested persons may attend and participate. Persons with disabilities who need assistance to participate may call the Human Resources Office at 989-779-5313. A 48-Hour advance notice is necessary for accommodation. Hearing or speech impaired individuals may contact the City via the Michigan Relay Service by dialing 7-1-1.

TO: MAYOR AND CITY COMMISSION

JANUARY 19, 2022

FROM: AARON DESENTZ, CITY MANAGER

SUBJECT: CITY MANAGER REPORT ON AGENDA ITEMS

The following numbers correspond to the numbers on your meeting agenda. I've highlighted the major points of business to be conducted at the meeting. Please reach out if you have any questions, comments, or concerns.

CONSENT ITEMS

9. (Items 9-12) The following Traffic Control Orders will need to be approved:

- a. Temporary Traffic Control Order # 2-2022 - Places parking ordinance signs for snow emergencies at city limit entry road locations on city major streets, state roads, and county roads. Removes existing parking ordinance signs. New signs will read: Parking Ordinance: No Parking On Streets When Snow Emergency is in Effect.
- b. Temporary Traffic Control Order # 3-2022 - All parking spaces in city parking lots 7 and 8 to become 10-hour permit parking spaces. Removes existing 3-hour and 1-hour parking signs. Add/relocate existing signs to provide one 10-hour permit parking sign at each entrance.
- c. Temporary Traffic Control Order # 4-2022 - Adds a "No Right Turn on Red Signal" sign on eastbound Pickard at Main/Pickard traffic signal
- d. Temporary Traffic Control Order # 5-2022 - Places even and odd overnight permit parking signs in the City Hall parking lot (lot 13) and lot 12

13. The Michigan Department of Transportation (MDOT) requires a contract for the maintenance of new sidewalk to be installed at Mission and Corporate Drive. The attached Resolution allows the City to sign the contract as required. Of note, the property owner would be required to conduct all snow removal on this additional sidewalk.

14. Pleasant City Coffee and Books LLC. Is applying for a liquor license to allow for alcohol consumption on their premises on a regular basis. The City Commission had previously approved the first application however, an error was found in the application which has made another application and subsequent Resolution of support necessary.

15. (Items 15 and 16) I have been working with a consultant Lew Bender on a series of dates for him and his team to lead the City of Mount Pleasant through a goals and objectives program for our 2023 goals. Using those dates, I've been working with the City Commission on a series of dates that would be best for the Commission. Based on the feedback that I received, March 9th and April 18th will work best for the City Commission.

On March 9th Lew and his team will lead us through a SWOC analysis (Strengths, Weaknesses, Opportunities, and Challenges). Following that, staff will work on a series of goals and objectives proposals that will address those issues. Following the staff meetings, the City Commission will

review the proposed goals and objectives on April 18th and make amendments as needed prior to an eventual adoption of those goals. Using those goals, the City staff will build the 2023 budget based on those needs.

I am very optimistic regarding the new goals and objectives process. This process will keep all parts of the City working together on improvements and addressing issues. The new process also keeps the City focused on one set of goals and objectives that will guide our budget decisions for 2023.

17. The City is receiving funds from MDOT for the clearing of trees near the City's airport through state and federal funding. Federal funds will cover roughly \$537,000 of the project. The City and MDOT will contribute just under \$30,000 each to the project.

MDOT requires a Resolution authorizing the City Manager to approve contracts between the City and the Department. The City Commission will need to approve the Resolution which will authorize me to sign the MDOT contract for the airport clearing.

18. The City Commission will need to approve the contract with Alpine Tree Service for the clearance of trees for improved approach to the City's airport runway referenced in business item number 17. The City Commission is being asked to approve the contract with Alpine for \$551,856 and an amended contract with our consultant to cover construction administration for \$45,756.

19. The Mayor has submitted a number of appoints of City staff to boards and commissions.

PUBLIC HEARINGS

21. (Items 21 and 22) The City Commission will hold a public hearing on the proposed special assessment to cover 50% of the cost of reconstruction of two (2) alleys in the downtown area. The public may address the City Commission on the subject. A second public hearing will be held on February 14th.

NEW BUSINESS:

23. Consider sole source contract with ProComm Inc. for the purchase of 800 MHz radios and a sole source contract with MPSCS Programming for the programming of the radios and budget amendment for the same.
 - a. The City Commission is being asked to consider a sole source purchase for 800 MHz (megahertz) radios. This purchase will maintain the standard radio type with the Michigan Public Safety Communication System (MPSCS). Twenty-eight (28) portable radios, fourteen (14) mobile radios, thirty (30) pagers and one (1) base station will be purchased. ProComm would supply the radios for \$207,709 and MPSCS would program the radios for \$10,750. The purchase is part of a tribal 2% allocation from the Saginaw Chippewa Indian Tribe. That contribution of \$111,299 will be matched with a local contribution of \$107,160 from the City's Capital Improvements Fund. The purchase will also require a budget amendment to accommodate the transfer. The City Treasurer has

stated that the City's Capital Improvement Fund has roughly \$1.2 million to cover this expense.

- i. Recommended Action: A motion to authorize the purchase of the radio equipment outlined above from the sole bidder, Procomm Inc. in the amount of \$207,709, along with the MPSCS radio programming cost of \$10,750 for a total project cost of \$218,459 and approve a budget amendment for the project cost of \$218,460 and the Capital Improvement Fund Transfer of \$107,160

24. Consider contract extension for professional environmental consulting services and ground water testing and budget amendment for the same.

- a. The City owns an old landfill site that currently needs testing and monitoring per the Department of Environment, Great Lakes, and Energy (EGLE). The City Commission has approved contracts for testing and monitoring with the City's consultant Mannik Smith Group (MSG). For 2022, MSG is proposing to complete the State's required testing and monitoring including deep exploratory borings, installation of groundwater monitoring wells, soil laboratory testing, and groundwater sampling and analysis. The total contract will not exceed \$90,000. This project is covered in part by a 2% allocation from the Saginaw Chippewa Indian Tribe. That grant program will contribute \$42,500 to this project with an anticipated City match of \$47,500.

- i. Recommended Action: A motion to authorize, along with the associated budget amendment, a contract extension with The Mannik Smith Group for a not-to-exceed amount of \$90,000 to perform environmental consulting services at the former city landfill.

25. Consider airport staffing and fee changes as recommended by the Airport Joint Operations and Management Board and budget amendment for the same.

- a. As part of the City's 2022 goals and objectives, staff reviewed staffing at the City's municipal airport. Based on that review, staff is recommending the increase of one part time individual to a full-time work status. The increase will help with day-to-day operations and coverage during emergencies. Staff also looked at the fees and charges that the airport implements. Based on costs from other municipal airports and our costs, staff is recommending a change in fees as outlined in the attached report.

- i. Recommend Action: A motion to approve the airport staffing and fee changes as recommended in the provided staff report, and a budget amendment for \$12,600.

26. Appointment of City Commissioners to City standing and special committees

27. Consider appointment of City Commissioners to applicable City boards and commissions

- a. A number of appointments will need to take place to appoint City Commissioners to various boards and committees. The Mayor will provide a list of assignments for your consideration.

28. Follow-up discussion on drive-thru stacking requirements

- a. On 01/10/2022 the City Commission held a closed session to consider information from the City Attorney regarding a particular zoning ordinance. Following that conversation, the City Commission has asked that an opportunity be provided in order to consider action on the information presented at that meeting. The City currently has a case pending appeal related to the stacking of vehicles related to the use of a drive-thru. The limit for appeal will be reached on February 25th. It may be prudent to allow this case to reach the limit on its appeal time prior to any action.
 - i. Recommended Action: A motion to charge the Planning Commission with the review of our stacking requirements for drive-thru use at their regular meeting in March.
29. Consider closed session pursuant to subsection 8(h) of the Open Meetings Act to consider material exempt from discussion or disclosure by state or federal statute.
- i. Recommended Action: A motion to enter closed session to consider material exempt from discussion or disclosure by state or federal statute.

TO: MAYOR AND CITY COMMISSION

JANUARY 5, 2022

FROM: AARON DESENTZ, CITY MANAGER

SUBJECT: CITY MANAGER REPORT ON PENDING ITEMS

This report on pending items reflects the current status of tasks that were previously agreed to.

1. Task Related Issues:

SHORT DESCRIPTION OF TOPIC	MEETING TOPIC WAS AGREED TO	REQUESTED DUE DATE	STATUS AS OF 1-5-2022
Housing Study Follow-Up Staff to work with Planning Commission and others to recommend ordinance amendments and programs as generally agreed to for implementation	July 13, 2020	None	Dr. Colarelli's graduate class held focus groups on November 5th to solicit input from local housing providers on: (1) Insights about the future of existing student housing in Mt. Pleasant (2) Creative solutions for improving housing and neighborhoods in the city (3) Collaborative partnerships to improve housing and help Mt. Pleasant become more economically and culturally vibrant. Initial feedback was that there was not a lot of engagement on items 2 and 3 even though the focus groups were well attended. Draft report will be available Jan 2022. Draft report is being reviewed and feedback given. Staff will present on the findings in Q1 2022.
Downtown Analysis Follow-Up Staff to work with Planning Commission and complete additional research to recommend ordinance and programs/policies as generally agreed to for implementation	August 10, 2020	None	Analysis completed in 2021. All seven commissioners agreed to proceed. Staff is reviewing options for grant funding for design/build of Town Center.
Charter Amendment Provide resolution language for changing 3-year terms to 4-year terms in 2022 election	August 9, 2021	ASAP	Attorney General's Office reviewed the proposed charter amendment and now disputes the need for a Charter amendment. City Attorney's office is providing a reasoning behind the needed amendment. Assuming the AG's Office signs off on the language, we assume a 2022 ballot question on the proposed amendment.

SHORT DESCRIPTION OF TOPIC	MEETING TOPIC WAS AGREED TO	REQUESTED DUE DATE	STATUS AS OF 1-5-2022
Local Economy Based on listening sessions, research options for downtown façade grants, downtown fire suppression grants, and rent subsidy programs. Revisit Broadway Central Closure in March 2022.	September 27, 2021	ASAP	Will move forward with summary direction documented in September 27 memo. 200 Broadway remains the only outstanding item on this list.

Please note items that have changed since the last report are highlighted in yellow for easy reference.

**CITY OF MT. PLEASANT
INVESTMENT REPORT
DECEMBER 31, 2021**

PORTFOLIO SUMMARY

PORTFOLIO BY INVESTMENT TYPE:

<u>Investment Type</u>	<u>31-Dec-21 Balance</u>	<u>Interest Rate</u>	<u>Percentage of Portfolio</u>
Demand Deposits:			
Isabella Bank Checking	\$ 1,311,872.96	0.1200%	4.3588%
Federated Government Obligatio	99,509.50	0.0300%	0.3306%
MBIA CLASS Investment Pool	2,730,999.52	0.0367%	9.0740%
Isabella Bank -Insured Cash Sweep	18,298,362.18	0.1000%	60.7983%
Fixed Income:			
Municipal Bonds	3,678,531.00	0.6360%	12.2223%
Government Agencies	2,955,038.80	1.5340%	9.8184%
US Treasuries	1,022,504.28	0.9780%	3.3974%
Portfolio Total	<u>\$ 30,096,818.24</u>		<u>100.00%</u>

PORTFOLIO BY FINANCIAL INSTITUTION/BROKER:

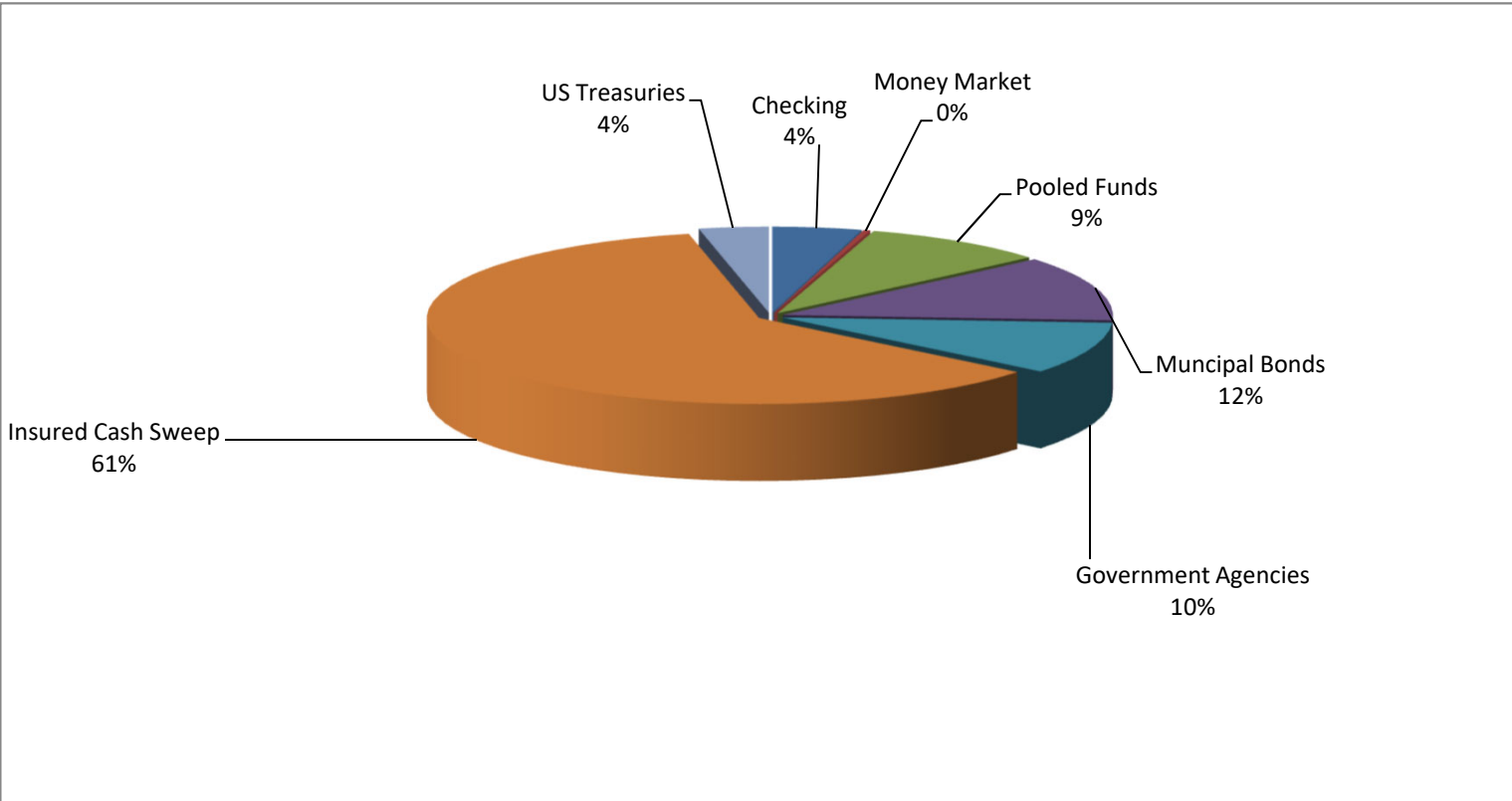
	<u>31-Dec-21 Balance</u>	<u>Percentage of Portfolio</u>
Meador Investment Management	\$ 7,755,583.58	25.77%
MBIA CLASS	2,730,999.52	9.07%
Isabella Bank	1,311,872.96	4.36%
Insured Cash Sweep	18,298,362.18	60.80%
Portfolio Total	<u>\$30,096,818.24</u>	<u>100.00%</u>

All investments were made in accordance with the investment policy dated May 26, 1998 including CDARS revision dated September 14, 2009.

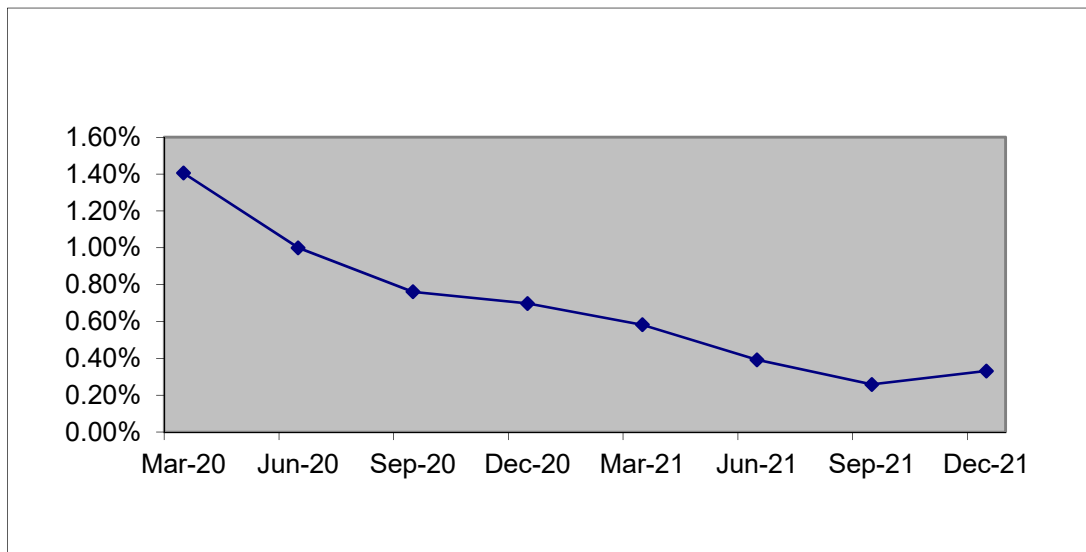
**CITY OF MT. PLEASANT
INVESTMENT REPORT
DECEMBER 31, 2021**

PORTFOLIO SUMMARY (Continued)

Portfolio by Investment Type



Interest Rates



**CITY OF MT. PLEASANT
INVESTMENT REPORT
DECEMBER 31, 2021**

FIXED INCOME PORTFOLIO - Balance December 31, 2021

Municipal Bonds

<u>Bank Name</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Discount / Premium Amount</u>
Chippewa Valley School	29-Sep-20	01-May-23	944	0.4780%	\$ 255,000.00	\$ 255,000.00
River Rouge School	13-Oct-20	01-May-22	565	0.4410%	280,000.00	280,000.00
River Rouge School	13-Oct-20	01-May-23	930	0.5140%	765,000.00	765,000.00
River Rouge School	13-Oct-20	01-May-24	1296	0.7170%	495,000.00	495,000.00
Allegan Schools	20-Oct-20	01-May-23	923	0.3990%	275,000.00	275,000.00
Allegan Schools	20-Oct-20	01-May-22	558	0.2830%	310,000.00	310,000.00
Dexter Schools	24-Mar-21	01-May-23	768	0.2500%	250,000.00	250,000.00
Dexter Schools	24-Mar-21	01-May-24	1134	0.3800%	250,000.00	250,000.00
Elk Rapids Schools	25-Mar-21	01-May-25	1498	4.0000%	100,000.00	113,531.00
Lake Orion Schools	29-Jun-21	01-May-25	1402	0.8500%	250,000.00	250,000.00
Midland Public Schools	27-Jul-21	1-May-26	1739	1.1030%	135,000.00	135,000.00
Plymouth/Canton School	8-Sep-21	1-May-26	1696	0.7910%	300,000.00	300,000.00

Total Municipal Bonds	\$ 3,665,000.00	\$ 3,678,531.00
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Government Agencies

<u>Issuer</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Discount Amount</u>
FFCB	05-Sep-19	05-Sep-24	1827	1.4900%	\$ 310,000.00	\$ 309,435.80
FHLB	09-Aug-19	16-Aug-24	1834	1.6100%	750,000.00	749,512.50
FHLB	15-Aug-19	15-Aug-24	1827	1.5500%	1,000,000.00	997,650.00
FNMA	26-Nov-19	15-Oct-24	1785	1.6250%	250,000.00	249,402.50
FNMA	29-Jan-20	06-Sep-22	951	1.3750%	250,000.00	249,400.00
FFCB	05-Oct-20	05-Oct-23	1095	1.6100%	300,000.00	300,000.00
FHLB	01-Oct-21	12-Jun-26	1715	0.8750%	100,000.00	99,638.00

Total Government Agencies	\$ 2,960,000.00	\$ 2,955,038.80
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US Treasuries:

<u>Issuer</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Discount Amount</u>
US Treasury	29-Aug-19	31-Aug-23	1463	1.4300%	\$ 530,000.00	\$ 528,902.73
US Treasury	23-Sep-21	31-Jul-25	1407	0.2500%	100,000.00	98,382.81
US Treasury	23-Sep-21	31-Aug-25	1438	0.2500%	100,000.00	98,269.53
US Treasury	29-Sep-21	30-Jun-26	1735	0.8750%	100,000.00	99,558.59
US Treasury	30-Sep-21	30-Sep-26	1826	0.8750%	100,000.00	99,339.84
US Treasury	12-Oct-21	30-Jun-25	1357	0.2500%	100,000.00	98,050.78

Total US Treasuries	\$ 1,030,000.00	\$ 1,022,504.28
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Total Fixed Income Portfolio December 31, 2021	\$ 7,655,000.00	\$ 7,656,074.08
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**CITY OF MT. PLEASANT
INVESTMENT REPORT
DECEMBER 31, 2021**

FIXED INCOME PORTFOLIO - Transactions During Quarter

PURCHASES:

<u>Company Name</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Discount/ Carrying Amount</u>
FHLB	01-Oct-21	12-Jun-26	1715	0.8750%	\$ 100,000.00	\$ 99,638.00
US Treasury	12-Oct-21	30-Jun-25	1357	0.2500%	100,000.00	98,050.78

Total Purchases					<u>\$ 200,000.00</u>	<u>\$ 197,688.78</u>
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MATURITIES:

<u>Company Name</u>	<u>Purchase Date</u>	<u>Maturity Date</u>	<u># of Days</u>	<u>Interest Rate</u>	<u>Par Amount</u>	<u>Discount/ Carrying Amount</u>
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Called prior to maturity

Total Maturities					<u>\$0.00</u>	<u>\$0.00</u>
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**CITY OF MT. PLEASANT
INVESTMENT REPORT
DECEMBER 31, 2021**

INVESTMENT EARNINGS

SUMMARY:

Interest Earned on Fixed Income Maturities:	\$ -
Interest on Demand Deposits	4,245.96
Interest on Government Agency/Treasuries	13,863.12
Investment Fees	(1,951.11)
Interest/Discount Accrual September 30, 2021	(18,400.00)
Interest/Discount Accrual December 31, 2021	22,400.00
Total Interest Earned for Quarter	<u><u>\$ 20,157.97</u></u>

INTEREST EARNINGS BY FUND:

<u>Fund</u>	<u>Quarterly Interest</u>	<u>Year to Date Interest</u>	<u>Amended Budget</u>
General	\$6,754	\$24,507	\$ 28,930
Major Street	1,989	9,079	10,830
Local Street	707	4,298	5,350
Cemetery Trust	172	859	750
Special Assessment	252	1,222	1,100
Downtown Improvements/Parking	76	373	300
Capital Improvements	2,125	10,023	9,000
Economic Development Corporation	-	183	180
Mission Street DDA	653	2,743	2,700
TIFA	233	2,389	2,100
LDFA	122	766	700
BRDA	6	48	50
Airport	303	1,305	2,140
Sewer	2,926	14,003	17,250
Water	2,907	13,691	15,980
Solid Waste	869	4,579	5,550
Restricted Donations	63	318	-
	<u><u>\$20,158</u></u>	<u><u>\$90,386</u></u>	<u><u>\$102,910</u></u>

2021 annual report

MT. PLEASANT PLANNING COMMISSION

Mt. Pleasant
[meet here]

CITY OF MT. PLEASANT PLANNING COMMISSION - 2021

Lesley Hoenig, Chair
Christine Ortman, Vice-Chair
William Dailey
Corey Friedrich
Glen Irwin
David Kingsworthy
Michael Kostrzewa
Matthew Liesch
Kathy Rise

STAFF

Jacob Kain, AICP, City Planner
Laura Delamater, Office Professional

INTRODUCTION

This report is provided in accordance with the Michigan Planning Enabling Act, Public Act 33 of 2008. It reports the Commission's operations during the 2021 calendar year and the status of planning activities.

APPLICATION SUMMARY

The following table and chart provide a summary of the number of planning applications processed by the City in 2021, as well as the previous five years.

Planning Commission Applications by Type

Application Type	2016	2017	2018	2019	2020	2021
Special Use Permits	15	21	14	13	14	19
Site Plan Reviews	24	19	12	18	15	17
Map Amendments (Rezoning)	2	1	0	2	1	1
Text Amendments	2	1	3	6	2	5
Total Applications	43	42	29	39	32	42

In 2021, the Planning Commission held eleven meetings and eight work sessions. The annual joint meeting with the City Commission was held on March 4, 2021. All meetings were held electronically using Zoom due to the COVID-19 pandemic.

PROJECT ACTIVITY

The Planning Commission recommended adoption of five text changes and one map amendment in 2021, all of which were ultimately approved by the City Commission. The text changes included four focused on the housing and residential uses, including additional flexibility for ground floor residential units and missing middle housing types, as well as updated standards for two-family and accessory dwelling units. The use table was also updated to permit an additional use in the SD-I (Industrial) district.

The Planning Department worked with the Building Safety Department to develop prototype accessory dwelling unit plans which are being marketed. The Building Safety Department is offering design support to modify plans to site-specific conditions for interested property owners.

The Planning Commission adopted new bylaws in 2021. They also had discussions on sustainable development, non-conforming site standards and sign regulations.

DEVELOPMENT ACTIVITY

Broadway Lofts nears completion, with the new location for Greentree Cooperative Grocery opening in December 2021. Leasing is underway for the multiple-family units located in the building's three upper floors.



Broadway Lofts at 410 W. Broadway

Renovation of a portion of the former JCPenney store began with a buildout and façade replacement for a new Burlington Coat Factory. Major renovations in the same shopping center for Hobby Lobby and Ulta Beauty occurred in 2019 and 2020.

Also on S. Mission Street, a building addition at 1523 S. Mission is under construction to accommodate a new dialysis clinic adjacent to McLaren Central Ready Care.



Under construction: Burlington at 2231 S. Mission (left); Dialysis clinic at 1523 S. Mission (right)

2021 was another active year of construction related to the marihuana industry. The City's third provisioning center and three marihuana retailers opened in 2021. A multi-license medical and adult-use grower and processor also opened and initiated a 12,000 square foot expansion project. Two marihuana microbusinesses also began construction along with another multi-license grower and class A grower.



Marijuana grower and processor at 210 W. Pickard (top); marijuana retailers at 1207 N. Mission (bottom left) and 907 E. Broomfield (bottom right)

COMMUNITY IMPROVEMENT AWARDS

Since 1979, the Planning Commission has presented Community Improvement Awards annually to recognize projects for their outstanding contributions to improving our community. For 2021, the following properties were recognized.

Residential Award

108 Oak Street
Joanne Curtiss



Commercial Award

907 E. Broomfield &
1207 N. Mission
LUME Cannabis



Mixed-Use Award

410 W. Broadway
Michigan Community
Capital



MASTER PLAN IMPLEMENTATION

Mt. Pleasant 2050 – the City of Mt. Pleasant’s Master Plan adopted in November 2020 – includes an Action Plan in book 5 which outlines specific goals and objectives for implementation of the plan. A list of those objectives, and progress to date, is included below.

Objective		Progress
GOAL 1: Strive to ensure viable land uses that secure neighborhoods, enhance parks, and encourage vital businesses through sensible infill, complementary services, and targeted preservation.		
1.1	Encourage redevelopment that locates people within walkable and bikeable distances from essential services, jobs, and recreation. » Refer to Future Land Use Map during site plan review. » Continue to provide preliminary application meetings to developers. » Update housing market study periodically to maintain current perspective on housing needs.	The future land use map is referenced in all site plan reviews. Staff continues to hold pre-application meetings with interested developers prior to application to the Planning Commission or Zoning Board of Appeals.
1.2	Encouraged mixed uses and neighborhoods-scale business development to serve residential areas and complement Mission Street and Downtown. » Consider flexible business guidelines including home occupation rules for residential neighborhoods.	Prioritized for work session discussion by the Planning Commission in 2022.
1.3	Require new structures to harmonize with architectural precedents of highly-valued historical structures and landmarks.	No update.
1.4	Preserve neighborhood character through property maintenance requirements and code enforcement. » Pursue adoption of a property maintenance code for all residential properties in the City. » Periodically reevaluate code enforcement staffing levels to determine if those levels are sufficient to provide the level of service expected by the community. » Continue to utilize the Neighborhood Resource Unit to identify and prioritize neighborhood preservation and support activities.	An ordinance amendment to address feral cats was adopted and implementation began in 2021. Staff continued to implement the Neighborhood Enhancement Program grant to help with owner-occupied exterior home improvements. The City received a \$10,000 high performance grant bonus from MSHDA.
1.5	Improve landscape aesthetics and entryways within neighborhoods and business areas. » Consider a pilot program to fund neighborhood identity signage and neighborhood beautification. » Establish an annual tree planting goal. » Implement a tree planting program for commercial corridors and gateways. » Increase compliance of private landscaping with approved site plans.	City has entered into a three-year contract to maintain the landscape aesthetics of the Mission Street corridor. Continue to inspect all sites prior to Certificate of Occupancy for landscape compliance.
1.6	Incentivize investment that addresses non-conforming land uses and blighted properties consistent with City codes and Zoning Ordinance. » Implement an incentive program which targets the conversion of non-conforming rooming dwellings in residential areas into conforming residential uses. » Explore establishment of a Neighborhood Enterprise Zone(s) to encourage neighborhood revitalization, owner occupied housing, and stimulate new investment. » Evaluate existing standards for improvement of nonconforming properties and determine if additional improvement opportunities should be permitted.	A text change was approved in 2021 to provide opportunities for the conversion of non-conforming residential dwellings (primarily rooming, RSO, and multiple-family dwellings) into conforming multiple-family dwellings. Review of potential utilization of Neighborhood Enterprise Zones is pending discussion of phase two of the City’s housing study, results which are due in early 2022. The Planning Commission reviewed standards for non-conforming property improvements in 2021.
1.7	Encourage greater variety and mix of housing types within neighborhoods that provide opportunities for assisted living, downsizing, families, students, and first-time homebuyers. » Eliminate existing district density requirements to permit more missing-middle housing types to be developed citywide. » Reconsider the City’s prohibition on PILOTs (payment in lieu of taxes). » Permit overnight on-street parking on City streets.	The maximum density in the CD-4 district was increased from 15 units/acre to 35 units/acre in 2021. A snow emergency ordinance was adopted in 2020 which permits overnight on-street parking (outside of Downtown) except during declared snow emergencies.
1.8	Enable adaptive reuse of structure to preserve historic buildings, particularly within the Downtown. Require new structures to be of similar quality and designed to be easily used for multiple purposes.	Consistent with standards within the current zoning ordinance.
GOAL 2: Encourage smart, inviting, and attractive streets through infrastructure and operational investments that link people to places by walking, biking, driving and transit.		
2.1	Support neighborhood traffic calming measures to ensure safety and improve right-of-way aesthetics. » Ensure that all local street reconstruction projects are designed for a target speed of	A pilot program to utilize radar speed signs to increase awareness of speeding and compliance with speed limits was included in the 2022 budget and will begin at

	<p>25 MPH.</p> <ul style="list-style-type: none"> » Pursue funding to implement a neighborhood traffic calming program. » Utilize the Traffic Control Committee to identify potential traffic calming interventions. » Continue to utilize the traffic count program to annually evaluate traffic volume and speed on local streets. » Adopt standards for traffic calming measures on City streets. 	two locations on W. Broadway and E. Preston. The results of this pilot will inform next steps. Traffic count data was collected in the fall of 2021 to quantify pre-implementation conditions for later analysis.
2.2	Maintain the roadway network and consistently evaluate system operations to ensure service objectives are met for all modes.	PASER data was collected for all roadways and sidewalks in 2020. This information will be utilized to plan maintenance and capital projects.
2.3	<p>Partner with MDOT and CMU to reimagine Mission Street as a vital business district and front door to the community and university.</p> <ul style="list-style-type: none"> » Establish quarterly meetings with MDOT and CMU to monitor project implementation. » Work with MDOT and CMU to scope a traffic feasibility analysis that prioritized pedestrian travel in all alternatives evaluated. » Identify funding strategy and design approval procedures and timeline for completing construction documents. 	Quarterly meetings with MDOT and CMU began in 2021.
2.4	<p>Retrofit the roadway network to provide safe accommodations for pedestrians and bicyclists.</p> <ul style="list-style-type: none"> » Continue to consider bicycle and pedestrian accommodations in the design of all resurfacing and restriping projects as required by the City Complete Streets Ordinance » Explore collaborating with other local units of government to update the Mt. Pleasant Area Non-Motorized Transportation Plan. » Continue to require sidewalk installation where gaps exist in the network. 	No update. This is ongoing with all road/sidewalk projects.
2.5	<p>Improve wayfinding between neighborhoods, districts, and parks in and around the City.</p> <ul style="list-style-type: none"> » Develop a Mt. Pleasant area wayfinding plan. » Consider use of the MUTCD approved bicycle route signage. 	<p>Potential bike route opportunities continue to be evaluated in conjunction with street and trail projects.</p> <p>Collaborating with Central Michigan University to prepare an inventory of existing signage in the parks.</p>
2.6	<p>Expand public transit opportunities in the City and implement innovative mobility policies to improve choice and access for system users.</p> <ul style="list-style-type: none"> » Work with I-Ride to increase transit service in the community. » Work with I-Ride to develop bus stop standards that are compatible with the City's complete streets ordinance. 	No update.
2.7	<p>Ensure that the Mt. Pleasant Municipal Airport continues to be utilized as a regional nexus, and link to the local transportation system.</p> <ul style="list-style-type: none"> » Continue to partner with local units of government and businesses to financially support airport operations. 	Formed a Joint Operations Board with Isabella County, Saginaw Chippewa Indian Tribe, Union Township, and Middle Michigan Development Corporation. Meetings held monthly.
2.8	<p>Continue to evaluate parking assets and requirements to make sure that current and future technologies and travel patterns are encouraging the highest and best use of land.</p> <ul style="list-style-type: none"> » Consider developing a parking management plan and continually updating it based upon current best practices. 	<p>Traffic control orders were adopted to establish overnight parking in downtown lots 10, 12 and 13.</p> <p>The one-year review of the snow emergency ordinance was completed.</p>
GOAL 3: Activate the City's most underutilized sites to realize the value of nearby public and private assets through adaptable, durable, and future facing structures and landscapes.		
3.1	<p>Promote economic vitality that is consistent with the City's form-based code and aesthetic values.</p> <ul style="list-style-type: none"> » Consider participation in national conferences like NCSC to market the Mission corridor to potential developers. » Work with DDA to identify and develop a beautification strategy for the corridor and community gateways. » Continue to evaluate utility and infrastructure needs for future construction projects. » Maintain certification as a Redevelopment Ready Community. 	<p>DDA improvements are on hold pending completion of the feasibility analysis.</p> <p>Certification maintenance activities are ongoing for the RRC program. Current certification is good through 2024.</p>
3.2	<p>Improve multimodal accessibility along and across major corridors.</p> <ul style="list-style-type: none"> » Incorporate a dedicated pedestrian signal phase at every signalized intersection. » Evaluate opportunities to reduce crossing distances including installation of pedestrian refuge islands and beacons. » Install enhanced pedestrian signs and markings at existing and planned pedestrian crossing. 	<p>Enhancements which impact pedestrian safety will be incorporated into the Mission Street design considerations when considering future corridor projects.</p> <p>Staff provided feedback to MDOT on pedestrian signals and other multimodal design elements during design process for 2023 Pickard Reconstruction.</p>
3.3	<p>Promote a compatible relationship between commercial developments and adjacent land uses.</p> <ul style="list-style-type: none"> » Enforce buffer standards through site development procedures. » Evaluate special use standards to ensure that those with light, noise, odor, or other adverse impacts are appropriately regulated to minimize impact. 	Both items will be recommended for discussion by the Planning Commission in 2022.
3.4	<p>Continue to identify site development priorities and work to foster public private partnerships to create new places in the City.</p> <ul style="list-style-type: none"> » Develop a strategy to market property at the former Mt. Pleasant Center for taxable development. » Continue to partner with the Michigan Economic Development Corporation to 	Marketing of the Mt. Pleasant Center is currently on hold until deed language has been clarified through legislative action. Priority redevelopment site flyers and lists are maintained quarterly and advertised on the City's website.

	facilitate the redevelopment of priority sites.	Priority redevelopment site flyers and lists are maintained quarterly and advertised on the City's website.
3.5	Promote culturally sensitive, responsible, sustainable, and accessible site design throughout the City.	The character-based code is being implemented to promote these values.
3.6	Promote a vital mix of businesses and uses within the Downtown, including uses that have flexible hours of operation, provide entertainment, and events.	Staff conducts year-round promotion of businesses, activities and hours of operation via social media and radio.
3.7	Improve pedestrian access and walkability within the Downtown and the connections to surrounding neighborhoods and parks. » Develop a plan for the replacement of the Downtown streetscape. » Explore the feasibility of provided a more direct pedestrian connection between downtown and Island Park. » Continue to evaluate opportunities to improve pedestrian lighting between neighborhoods and Downtown.	Pedestrian lighting to be installed on the north side of Illinois between Main and Fancher in 2022. Trail around Broadway lofts installed in 2021 between Broadway Street and Island Park pedestrian bridge. Areas of broken sidewalk in the downtown to be replaced as part of 2022 sidewalk replacement project.
3.8	Encourage incremental new development projects in outlying neighborhoods on the North, West, and East that are compatible with walkable neighborhoods form.	Recent updates to the character-based code have increased opportunities for the incremental creation of walkable development.
GOAL 4: Build the value of the City's expansive park system beyond site borders to achieve synergy between ecological environments and programmed spaces while elevating the systems appeal to residents and visitors.		
4.1	Continue to develop facilities that serve Mt. Pleasant families and provide activities for all stages of life.	Added Pickleball Courts and a Fitness Station and Outdoor Skating Rink in Island Park in 2021. Updating Island Park South Restroom to accommodate families and provide changing rooms for the splashpad in 2022.
4.2	Develop a City-wide bike/hike/path system that connects parks to neighborhoods, CMU, Downtown, Mission Street, and regional pathways.	Design and Engineering phase of the Mid-Michigan Pathway North Connection in scheduled for 2022.
4.3	Improve pedestrian and bicycle access within the park system and provide recreation opportunities that are oriented towards non-motorized park access.	Design and Engineering phase of the Mid-Michigan Pathway North Connection in scheduled for 2022.
4.4	Continue and enhance park development, improvements, and maintenance.	A Park Maintenance/Operations Plan is in development. Replaced the pedestrian bridge decking at both Leaton St. bridges, both Millpond bridges and the Broadway St. bridge in 2021. Replaced the Millpond fishing decks in 2021. Master Planning phase for Indian Pines scheduled to begin in 2022. Development of Canal Street Park scheduled to begin in 2022.
4.5	Continue, expand and improve recreation programs.	Expanded flag football offerings to include winter season; Saturday farmer's market increased to up to 15 vendors during peak growing season; upgrade RecTrac software to version 3.1 has significantly improved the user experience and made PEAK administrative processes much more efficient.
4.6	Develop recreation-based partnerships with County, townships, CMU, schools, and the tribe.	City, Township, County, CMU, Chippewa Nature Center, Tribe have finalized Chippewa River Master Plan; partnered with CMU Outdoor Recreation Department on Adventure Seminars climbing club; assisted with the planning of multiple CMU Recreation, Parks, and Leisure Department's Event Management program's community-events.
4.7	Improve and support river access and stewardship.	Working with the Central Michigan Cooperative Invasive Species Management Area to place informational signage in the Parks regarding invasive exotic species.
4.8	Provide expanded recreation opportunities to residents that live east of Mission Street through development of new parkland.	No update.
4.9	Market City parks and recreation facilities to new and existing City residents to foster greater awareness.	The <i>Come Home to Mt. Pleasant</i> video public service announcement included information about City parks, recreation, and the farmers' market. The City's print and electronic media channels have featured multiple attractions and programs in 2021.

GOAL 5: Foster collaboration in attaining a safe, healthy, fiscally solvent, and accessible City that is reflective of community culture, proactive to community preferences, and equitable in community resources.		
5.1	Increase tourism and marketing of the City to draw more people to the Downtown. » Consider establishing an annual marketing budget to be managed by the Downtown Development Director.	One-time marketing funds through the CBD-TIFA were utilized radio advertisement, social media, and a billboard on US-127.
5.2	Enhance and improve employment opportunities and training for higher paying/non-service sector jobs. » Continuing to partner with Middle Michigan Development Corporation to retain and attract employers to the region. » Continue to collaborate with Central Michigan University on the development of University Park.	Staff of the City, Middle Michigan Development Corporation (MMDC), and Central Michigan University Research Corporation meet monthly to discuss strategies for attracting development to the Smart Zone. City, MMDC, and Michigan Economic Development Corporation staff conduct retention calls with local manufacturers.
5.3	Encourage greater community involvement and coordination with public safety to help identify community issues, reduce crime, and increase safety. » Utilize the Neighborhood Resource Unit to promote the creation of neighborhood groups and associations. » Continue to maintain police visibility at public venues and events to provide opportunities for interactions between officers and members of the public.	No update.
5.4	Increase cooperation and coordination between government and other organizations.	This effort will be continued every year as relationship building requires constant effort. The City continues to participate in regular meetings with county, CMU, tribal, and non-profit partners.
5.5	Improve neighborhood services and encourage creation of neighborhood organizations, particularly to strengthen the relationship between the City, local neighborhoods, CMU, and its students.	No update.
5.6	Improve environmental services and regulations in City, particularly recycling opportunities. » Consider the formation of a climate change task force and development of a climate change action plan. » Continue to expand the type of materials accepted by the City recycling program. » Evaluate City operations to identify opportunities reduce environmental impact.	The Water Resource Recovery staff are investigating the potential for the treatment facility to take in food waste and produce methane for energy production thus reducing environmental impact and increasing materials that can be diverted from landfills to supplement the recycling program.
5.7	Continue to develop public facilities to serve the needs of City residents and visitors. » Develop a plan for the creation of an improved civic space at Town Center.	Staff have explored grant opportunities to fund improvements at Town Center.

**Mt. Pleasant Planning Commission
Minutes of the Electronically Conducted Regular Meeting
November 4, 2021**

I. Chair Hoenig called the meeting to order at 7:00 p.m.

Member	Present	City, County, State
Bill Dailey	No	
Corey Friedrich	Yes	Mt. Pleasant, Isabella, Michigan
Lesley Hoenig	Yes	Mt. Pleasant, Isabella, Michigan
Glen Irwin	Yes	Mt. Pleasant, Isabella, Michigan
David Kingsworthy	Yes	Mt. Pleasant, Isabella, Michigan
Mike Kostrzewa	No	
Matt Liesch	Yes	Mt. Pleasant, Isabella, Michigan
Christine Ortman	Yes	Mt. Pleasant, Isabella, Michigan
Kathy Rise	Yes	Mt. Pleasant, Isabella, Michigan

Staff: Jacob Kain, Laura Delamater

II. Approval of the Agenda:

Motion by Ortman, support by Irwin to approve the agenda.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Irwin, Kingsworthy, Liesch, Ortman, Rise

Nays: None

Motion approved unanimously.

III. Approval of the Minutes:

A. October 7, 2021 Regular Meeting

Motion by Rise, support by Irwin to approve the minutes from the October 7, 2021 regular meeting as presented.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Irwin, Kingsworthy, Liesch, Ortman, Rise

Nays: None

Motion approved unanimously.

B. October 7, 2021 Work Session Meeting

Motion by Ortman, support by Irwin to approve the minutes from the October 7, 2021 work session meeting as presented.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Irwin, Kingsworthy, Liesch, Ortman, Rise

Nays: None

Motion approved unanimously.

IV. Zoning Board of Appeals report for October:

Commissioner Friedrich reported that the Zoning Board of Appeals did not meet in October.

V. Communications:

Kain reported that there were two communications which were included in the packet.

VI. Public Hearings:

A. SUP-21-18 & SPR-21-16 – 1012 N. Lansing – Rio’s Happy Tree, LLC – Request for Special Use Permit and Site Plan Review for an adult-use marihuana microbusiness.

Kain introduced the application submitted by Rio’s Happy Tree, LLC for a Special Use Permit and Site Plan Review for an adult-use marihuana microbusiness.

Kain provided an overview of a microbusiness license.

Kain reviewed the current and prior uses of the property. Kain provided an overview of the property including current zoning, future, current and prior land use. Kain reviewed photos showing current conditions of the property.

Kain reviewed the Special Use Conditions for an adult-use marihuana microbusiness.

Kain review the site plan and the proposed improvements including a new parking area, landscaping, lighting, solid waste enclosure and bicycle parking.

Kain closed his presentation with recommendation to approve SUP-21-18 and SPR-21-16 subject to conditions.

Discussion took place.

Rio Timmerman, Owner and Executive Officer of Rio’s Happy Tree, LLC was on hand to answer questions regarding the application.

Discussion took place.

Chair Hoenig opened the public comment. Kain noted that there were no public comments submitted electronically. There being no one who wished to speak, public comment was closed.

Discussion took place.

Motion by Liesch, support by Friedrich to approve SUP-21-18 and SPR-21-16 subject to the following conditions:

1. The applicant shall comply with all special use permit criteria for adult-use establishments as well as the specific criteria applying to microbusinesses.
2. The applicant shall provide a specification for the proposed bicycle parking.
3. The applicant shall comply with the requirements of Public Works and Public Safety.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Irwin, Kingsworthy, Liesch, Ortman, Rise

Nays: None

Motion approved unanimously.

B. SUP-21-19 – 322 W. Broadway – The Little Red Wagon Daycare – Request for Special Use Permit for a child care center.

Kain introduced the application submitted by The Little Red Wagon Daycare for a Special Use Permit for a child care center.

Kain reviewed the current and prior uses of the property. Kain provided an overview of the property including current zoning, future, current and prior land use. Kain reviewed photos showing current conditions of the property.

Kain reviewed Special Use Conditions regarding a child care center.

Kain reviewed the site plan and proposed hours.

Kain closed his presentation with recommendation to approve SUP-21-19 subject to findings and conditions.

Discussion took place.

Connie Marshall, owner of The Little Red Wagon Daycare was on hand to answer questions.

Discussion took place.

Chair Hoenig opened the public comment.

Patricia Young, Union Township, spoke in support of the proposed child care center.

Kain noted that there were no public comments submitted electronically. There being no one else who wished to speak, public comment was closed.

Discussion took place.

Motion by Liesch, support by Friedrich to approve SUP-21-19 subject to the following findings and conditions:

1. A public park is available within 500 feet of the subject property and therefore the outdoor play area requirement is waived.
2. The proposed child care center shall be inspected annually by the Building Official or Fire Marshall for compliance with current codes and be issued a certificate of occupancy prior to operation.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Irwin, Kingsworthy, Liesch, Ortman, Rise

Nays: None

Motion approved unanimously.

VII. Public Comments:

Chair Hoenig opened the public comment. Kain noted that there were no public comments submitted electronically. There being no one who wished to speak, public comment was closed.

VIII. Site Plan Reviews:

A. None

IX. Unfinished Business:

A. None

X. New Business:

A. None

XI. Other:

A. Staff report.

Kain noted that there are few applications pending that may be submitted for either the December or January meeting.

XII. Adjournment:

Motion by Friedrich, support by Irwin to adjourn to the work session.

Roll Call Vote:

Ayes: Friedrich, Hoenig, Irwin, Kingsworthy, Liesch, Ortman, Rise

Nays: None

Meeting adjourned at 7:25 p.m.

lkd

**Mt. Pleasant Planning Commission
Minutes of Virtual Work Session
November 4, 2021**

I. Chair Hoenig called the work session to order at 7:25 p.m.

Member	Present	City, County, State
Bill Dailey	No	
Corey Friedrich	Yes	Mt. Pleasant, Isabella, Michigan
Lesley Hoenig	Yes	Mt. Pleasant, Isabella, Michigan
Glen Irwin	Yes	Mt. Pleasant, Isabella, Michigan
David Kingsworthy	Yes	Mt. Pleasant, Isabella, Michigan
Mike Kostrzewa	No	
Matt Liesch	Yes	Mt. Pleasant, Isabella, Michigan
Christine Ortman	Yes	Mt. Pleasant, Isabella, Michigan
Kathy Rise	Yes	Mt. Pleasant, Isabella, Michigan

Staff: Jacob Kain, Laura Delamater, Brian Kench

II. Sign review

Kain introduced the topic of sign review. Kain noted that the City Commission suggested in July that the Planning Commission review three prior issues that had been raised regarding sign regulations. Kain reviewed the three issues. Kain noted that sign permits are issued by the Building Safety Department. Brian Kench, Building Official, was on hand to answer any questions.

Discussion took place.

There was general consensus to bring forward an amendment that would add flexibility to band sign location. There was also general consensus not to make any additional amendments at this time.

III. Adjournment

Motion by Friedrich, support by Irwin to adjourn.

Roll call vote:

Ayes: Friedrich, Hoenig, Irwin, Kingsworthy, Liesch, Ortman, Rise

Nays: None

Motion passed unanimously.

Work session adjourned at 7:40 p.m.

lkd

Memorandum



TO: Aaron Desentz, City Manager

FROM: Mary Ann Kornexl, Finance Director

DATE: January 10, 2022

SUBJECT: Payrolls & Warrants

Attached are the payrolls & warrants that I approved for release based on the authority granted to me by the City Commission on December 13th. The checks were written between December 2nd and January 9th. Total payrolls equal \$884,412.69 and total warrants equal \$1,933,392.85. The next batch of checks will be January 13th and will be presented to the City Commission for approval at the January 24th meeting.

Requested Action:

Please include the following check register for the City Commission's information on the January 24th agenda.

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 12/2/2021 - 01/09/2022

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
12/02/2021	CITY TREASURER-PAYROLL FUND	SPECIAL PAY #528, 12/02/21	\$57,604.94
12/07/2021	WRIGHT EXPRESS FINANCIAL SERVICES	N/A	121,969.59
12/08/2021	CITY TREASURER-PAYROLL FUND	REG PAY #530, 12/10/21	261,589.25
12/13/2021	CITY TREASURER - UTILITIES	UTILITIES	2,818.52
12/21/2021	CITY TREASURER-PAYROLL FUND	REG PAY #531, 12/22/21	279,173.97
12/22/2021	21ST CENTURY MEDIA - MICHIGAN	CONTRACT SVCS	649.33
12/22/2021	5 ALARM FIRE & SAFETY	CONTRACT SVCS	1,175.00
12/22/2021	INTERSTATE BILLING SERVICE, INC	SUPPLIES	96.59
12/22/2021	ALLEN ROOFING	CONTRACT SVCS	10,000.00
12/22/2021	AMERICAN LEGAL	CONTRACT SVCS	2,394.10
12/22/2021	CODY ANDERSON	REIMBURSEMENT	100.00
12/22/2021	APEX SOFTWARE	CONTRACT SVCS	470.00
12/22/2021	ATI GROUP	CONTRACT SVCS	4,620.60
12/22/2021	AVFUEL CORPORATION	AIRPORT FUEL	12,863.28
12/22/2021	ERIC BARZ	CONTRACT SVCS	295.74
12/22/2021	PHILLIP BISCORNER	REIMBURSEMENT	42.00
12/22/2021	BLACK DIAMOND BROADCAST	CONTRACT SVCS	240.00
12/22/2021	BOUND TREE MEDICAL, LLC	SUPPLIES	400.99
12/22/2021	BUSINESS CONNECTIONS, INC.	CONTRACT SVCS	95.00
12/22/2021	C & C ENTERPRISES, INC	UNIFORMS/SUPPLIES	887.00
12/22/2021	C & O SPORTSWEAR	SUPPLIES	367.50
12/22/2021	C & R ELECTRIC, LLC	CONTRACT SVCS	390.00
12/22/2021	CARLSON - DIMOND & WRIGHT, INC.	SUPPLIES	117.92
12/22/2021	CARMEUSE AMERICAS	CHEMICALS	7,146.50
12/22/2021	CAR WASH PARTNERS, INC.	SUPPLIES/VEHICLE MAINT	250.00
12/22/2021	CENTRAL ASPHALT, INC	SUPPLIES/CONTRACT SVCS	25,886.34
12/22/2021	CITY TREASURER-CONTR RETAINAGE	CONTRACT SVCS	6,260.00
12/22/2021	CITY TREASURER-CONTR RETAINAGE	CONTRACT SVCS	7,222.00
12/22/2021	CLARK HILL P.L.C.	CONTRACT SVCS	105.00
12/22/2021	CMU ADVENTURE SEMINARS	CONTRACT SVCS	864.00
12/22/2021	CENTRAL MICH UNIV - MAILROOM	POSTAGE/HANDLING	3,493.30
12/22/2021	CENTRAL MI UNIVERSITY RESEARCH CORP	CONTRACT SVCS	7,500.00
12/22/2021	COMPASS COACH INC	CONTRACT SVCS	650.00
12/22/2021	CONSUMERS ENERGY	UTILITIES	48,918.63
12/22/2021	COYNE OIL CORPORATION	FUEL	6,562.71
12/22/2021	DAGWOOD'S AUTO REPAIR, INC	CONTRACT SVCS	295.70
12/22/2021	DEWOLF & ASSOCIATES	TRAINING	565.00
12/22/2021	BRAD DOEPKER	REIMBURSEMENT	519.00
12/22/2021	DUKE'S ROOT CONTROL, INC	CONTRACT SVCS	5,368.31
12/22/2021	LEANN ELLIS	REIMBURSEMENT	1,084.00
12/22/2021	ETNA SUPPLY	SUPPLIES	157.16

CHECK DATE FROM 12/2/2021 - 01/09/2022

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
12/22/2021	FERGUSON WATERWORKS #3386	METER REPLACEMENT	19,361.00
12/22/2021	FIDELITY SECURITY LIFE INSURANCE CO	OPTICAL INSURANCE	1,117.44
12/22/2021	FISHER SCIENTIFIC COMPANY	CHEMICALS	357.76
12/22/2021	FISHBECK	CONTRACT SVCS	39,862.50
12/22/2021	FLEX ADMINISTRATORS	FSA ADMINISTRATIVE FEE	231.00
12/22/2021	FOSTER, SWIFT, COLLINS & SMITH, P.C	CONTRACT SVCS	4,477.30
12/22/2021	FRONT LINE SERVICES, INC	SUPPLIES	6,920.00
12/22/2021	GALLS, LLC	UNIFORMS	158.80
12/22/2021	GRANGER	CONTRACT SVCS	68.96
12/22/2021	GREEN SCENE LANDSCAPING, INC.	CONTRACT SVCS	8,969.10
12/22/2021	GREEN'S 24-HOUR TOWING, INC.	CONTRACT SVCS	300.00
12/22/2021	HACH COMPANY	SUPPLIES	1,082.53
12/22/2021	HALT FIRE	SUPPLIES	203.36
12/22/2021	SCOTT HALTINER	REIMBURSEMENT	89.99
12/22/2021	HIDDEN HAVEN COTTAGES	TRAINING	862.56
12/22/2021	HOFFMAN CONSTRUCTION	CONTRACT SVCS	14,235.75
12/22/2021	HYDROCORP, INC.	INSPECTION/REPORTING SVCS	9,659.00
12/22/2021	IDEXX DISTRIBUTION, INC.	CHEMICALS	5,904.31
12/22/2021	THE ISABELLA CORPORATION	CONTRACT SVCS	500.00
12/22/2021	ISABELLA COUNTY TREASURER	TRAILER PARK FEES	2,040.00
12/22/2021	JNR ENGRAVING	SUPPLIES	9.50
12/22/2021	J. RANCK ELECTRIC INC.	CONTRACT SVCS	731.78
12/22/2021	KENNEDY INDUSTRIES, INC	SUPPLIES	1,543.00
12/22/2021	KERR PUMP AND SUPPLY, INC	CONTRACT SVCS	8,170.00
12/22/2021	TOM KIRCHOFER	REIMBURSEMENT	159.15
12/22/2021	KOPY KORNER	SUPPLIES	144.60
12/22/2021	KRAPOHL FORD LINCOLN MERC	SUPPLIES/VEHICLE MAINT	68.78
12/22/2021	L.D. DOCSA	CAPITAL ACQUISITIONS	121,338.00
12/22/2021	LOGOS GALORE/MORDICA SALES	UNIFORMS POLICE	210.00
12/22/2021	MAGLOCLEN, INC.	CONTRACT SVCS	400.00
12/22/2021	MANNIK SMITH GROUP	CONTRACT SVCS	4,048.58
12/22/2021	PAT MCGUIRK EXCAVATING, INC	CONTRACT SVCS	4,520.00
12/22/2021	MCLAREN CORPORATE SERVICES	CONTRACT SVCS	585.00
12/22/2021	MEDLER ELECTRIC COMPANY	SUPPLIES	869.23
12/22/2021	TYLER BROWN	REIMBURSEMENT	11.42
12/22/2021	METRON-FARNIER, LLC	METER REPLACEMENT	2,471.04
12/22/2021	STATE OF MICHIGAN	CONTRACT SVCS	228.00
12/22/2021	STATE OF MICHIGAN	CONTRACT SVCS	1,433.00
12/22/2021	STATE OF MICHIGAN	CONTRACT SVCS	5,500.00
12/22/2021	MID-MICHIGAN INDUSTRIES	CONTRACT SVCS	7,797.00
12/22/2021	MID-MICHIGAN AQUATIC RECREATIONAL	START UP FUNDS	10,000.00
12/22/2021	TIMOTHY MIDDLETON	REIMBURSEMENT	1,410.00

CHECK DATE FROM 12/2/2021 - 01/09/2022

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
12/22/2021	MICHIGAN PIPE & VALVE	SUPPLIES	5,446.02
12/22/2021	MISSION COMMUNICATIONS, LLC	CONTRACT SVCS	227.40
12/22/2021	MISS DIG SYSTEM, INC.	CONTRACT SVCS	2,701.12
12/22/2021	MI MUNI RISK MGMT AUTHORITY	POLICY	75,350.75
12/22/2021	CRC - MOREY COURTS REC CTR	CONTRACT SVCS	4,950.00
12/22/2021	MOREY'S LOGO	SUPPLIES/VEHICLE MAINT	1,474.00
12/22/2021	ALMA TIRE SERVICE INC	SUPPLIES/VEHICLE MAINT	375.79
12/22/2021	DOUG NEFF	CONTRACT SVCS	400.00
12/22/2021	NCL OF WISCONSIN	CHEMICALS	1,171.10
12/22/2021	NYE UNIFORM COMPANY	UNIFORMS	426.21
12/22/2021	OFFICE DEPOT	SUPPLIES	210.25
12/22/2021	SARAH PARROTT	REIMBURSEMENT	3,705.00
12/22/2021	PENCHURA, LLC	CONTRACT SVCS	9,308.75
12/22/2021	PETE'S AUTO BODY, INC	SUPPLIES/VEHICLE MAINT	753.55
12/22/2021	PRO COMM, INC	CONTRACT SVCS/SUPPLIES	19,686.00
12/22/2021	PVS TECHNOLOGIES, INC	CHEMICALS	5,078.66
12/22/2021	TIMOTHY E. BUCKLEY	REFUND	10.00
12/22/2021	CLVEN NATIONAL	REFUND	210.53
12/22/2021	CLVEN NATIONAL	REFUND	63.73
12/22/2021	MARK AND JENNIFER JACOB	REFUND	150.00
12/22/2021	SERVICE SPECIALISTS OF AMERICA INC	CONTRACT SVCS	1,383.95
12/22/2021	SHARE CORPORATION	SUPPLIES	50.61
12/22/2021	ERIC SMITH	REIMBURSEMENT	100.00
12/22/2021	SUMMIT FIRE PROTECTION	SUPPLIES	225.00
12/22/2021	THOMAS SCIENTIFIC	CONTRACT SVCS	9,106.36
12/22/2021	TOP DOG CAR AUDIO CENTER	SUPPLIES	307.88
12/22/2021	TRACE ANALYTICAL LABORATORIES, INC.	CONTRACT SVCS	1,066.00
12/22/2021	CENTRAL MANAGEMENT & LEASING LLC	UB REFUND	23.59
12/22/2021	CASS INFORMATION SYSTEM	UB REFUND	135.47
12/22/2021	ALMA ABSTRACT & TITLE	UB REFUND	34.24
12/22/2021	POWELL, MELISSA	UB REFUND	16.77
12/22/2021	JS IMPROVEMENTS	UB REFUND	118.13
12/22/2021	SYTEK, SHERRY	UB REFUND	24.21
12/22/2021	APARTMENT MGT	UB REFUND	12.23
12/22/2021	RUBY TUESDAY - 453500	UB REFUND	987.22
12/22/2021	REED, BONNIE	UB REFUND	58.20
12/22/2021	UNIFIRST CORPORATION	CONTRACT SVCS	137.16
12/22/2021	USABBLUEBOOK	SUPPLIES	3,833.42
12/22/2021	UTILITY TECHNOLOGIES, LLC	SUPPLIES	876.02
12/22/2021	VDA LABS	CONTRACT SVCS	12,500.00
12/22/2021	WM CORPORATE SERVICES, INC.	CONTRACT SVCS	58.96
12/22/2021	LATITUDE MEDIA LLC WCZY/WMMI	CONTRACT SVCS	1,000.00

CHECK DATE FROM 12/2/2021 - 01/09/2022

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
12/22/2021	WINN TELECOM	COMMUNICATIONS	19.95
12/22/2021	WOLVERINE FIREWORKS DISPLAY, INC	CONTRACT SVCS	13,000.00
12/30/2021	PRINTING SYSTEMS, INC	SUPPLIES	0.00
12/30/2021	AIRGAS USA, LLC	CONTRACT SVCS	46.78
12/30/2021	AXIOM WIRING SERVICE, LLC	CONTRACT SVCS	1,490.85
12/30/2021	BELL EQUIPMENT COMPANY	SUPPLIES	70.91
12/30/2021	PONDER COFFEE	BLADE SIGN MATCHING GRANT	500.00
12/30/2021	SALON 110	BLADE SIGN MATCHING GRANT	500.00
12/30/2021	WIEFERICH FINANCIAL	BLADE SIGN MATCHING GRANT	500.00
12/30/2021	BLOCK ELECTRIC COMPANY	CONTRACT SVCS	1,754.25
12/30/2021	BOUND TREE MEDICAL, LLC	SUPPLIES	247.28
12/30/2021	CDW GOVERNMENT, INC	SUPPLIES	2,983.16
12/30/2021	CENTURYLINK	COMMUNICATIONS	11.56
12/30/2021	CENTRAL MICHIGAN HEALTH DEPT	CONTRACT SVCS	486.00
12/30/2021	CENTRAL MICHIGAN PROFESSIONAL	CONTRACT SVCS	4,275.00
12/30/2021	CONSUMERS ENERGY	UTILITIES	2,821.73
12/30/2021	COYNE OIL CORPORATION	FUEL	3,104.12
12/30/2021	CUSACK'S MASONRY RESTORATION, INC	CAPITAL ACQUISITIONS	55,000.00
12/30/2021	DENALI CONSTRUCTION & ENGINEERING	CONTRACT SVCS	335.00
12/30/2021	DIXON ENGINEERING, INC	CONTRACT SVCS	3,650.00
12/30/2021	BRAD DOEPKER	TRAINING	600.00
12/30/2021	ELECTIONSOURCE	CONTRACT SVCS	3,930.00
12/30/2021	EQUATURE - DSS CORPORATION	CONTRACT SVCS	2,402.00
12/30/2021	ESO SOLUTIONS, INC.	CONTRACT SVCS	5,036.70
12/30/2021	GUYS AND DOLLS PHOTOGRAPHY	SUPPLIES	1,675.00
12/30/2021	HCC LIFE INS. CO	ADMIN - STOP LOSS INS	19,226.22
12/30/2021	KRAPOHL FORD LINCOLN MERC	SUPPLIES/VEHICLE MAINT	872.46
12/30/2021	LEXIPOL, LLC	CONTRACT SVCS	13,309.58
12/30/2021	DAVID LIPSKI	REIMBURSEMENT	100.00
12/30/2021	MEDLER ELECTRIC COMPANY	SUPPLIES	489.70
12/30/2021	STATE OF MICHIGAN	CONTRACT SVCS	4,011.76
12/30/2021	MICHIGAN CAT	CONTRACT SVCS	28.08
12/30/2021	MID MICHIGAN BUILDERS	CONTRACT SVCS	5,000.00
12/30/2021	ALMA TIRE SERVICE INC	SUPPLIES/VEHICLE MAINT	46.48
12/30/2021	MUNICIPAL EMPLOYEE RETIRE SYSTEMS	2022 PREPAID CONTRIBUTION	974,109.66
12/30/2021	NCL OF WISCONSIN	SUPPLIES	620.12
12/30/2021	NYE UNIFORM COMPANY	UNIFORMS	318.00
12/30/2021	PLEASANT GRAPHICS, INC	SUPPLIES	148.00
12/30/2021	PREIN & NEWHOF	CONTRACT SVCS	245.00
12/30/2021	WALLSIDE WINDOWS	REFUND	82.00
12/30/2021	ROMANOW BUILDING SERVICES	CONTRACT SVCS/SUPPLIES	5,920.90
12/30/2021	SHIELD LEADERSHIP INSTITUTE	TRAINING	2,400.00

CHECK DATE FROM 12/2/2021 - 01/09/2022

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
12/30/2021	SIMPLY ENGRAVING	SUPPLIES	331.50
12/30/2021	JUDY SMITH	MAKE IT PLEASANT GRANT	500.00
12/30/2021	PATRICK SOUTHWORTH	REIMBURSEMENT	99.99
12/30/2021	STEVE LEY FENCING	SUPPLIES	750.00
12/30/2021	SUNRISE ASSESSING SERVICES, LLC	CONTRACT SVCS	7,500.00
12/30/2021	TRACE ANALYTICAL LABORATORIES, INC.	CONTRACT SVCS	552.00
12/30/2021	UNIFIRST CORPORATION	CONTRACT SVCS	91.44
12/30/2021	VERIZON CONNECT NWF, INC.	CONTRACT SVCS	210.47
12/30/2021	VERMONT SYSTEMS, INC	CONTRACT SVCS	150.00
12/30/2021	VFIS	ACCIDENT & SICKNESS POLICY	2,229.00
12/30/2021	WOLVERINE SIGN WORKS	CONTRACT SVCS	690.00
12/30/2021	YEO & YEO CONSULTING, LLC	CONTRACT SVCS	900.00
01/05/2022	WRIGHT EXPRESS FINANCIAL SERVICES	N/A	53,375.67
01/05/2022	CITY TREASURER-PAYROLL FUND	REG PAY #533, 1/7/22	286,044.53

COMM TOTALS:

Total of 149 Checks:	\$2,817,805.54
Less 0 Void Checks:	0.00
Total of 149 Disbursements:	<u>\$2,817,805.54</u>

Wright Express12/7/2021

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
4IMPRINT, INC.	SUPPLIES	\$443.92	1
ADOBE SYSTEMS, INC	CONTRACT SVCS	69.98	2
ADOBE SYSTEMS, INC	SUPPLIES	73.98	2
ADVANCE AUTO PARTS	SUPPLIES	320.11	3
AGILE SAFETY LLC	SUPPLIES	177.98	1
AIRGAS GREAT LAKES	SUPPLIES	86.79	2
ALRO STEEL CORPORATION	SUPPLIES	150.35	1
ALWOOD LANDSCAPING NURSERY	SUPPLIES	240.00	1
AMAZON.COM	COMMUNICATIONS	39.99	1
AMAZON.COM	CONTRACT SVCS	107.99	1
AMAZON.COM	TRAINING	115.78	1
AMAZON.COM	UNIFORMS	38.99	1
AMAZON.COM	SUPPLIES	8,241.08	51
ART REACH OF MID MICHIGAN	SUPPLIES	50.00	1
AUTOZONE, INC.	SUPPLIES/VEHICLE MAINT	67.96	1
BATTERIES PLUS #120	SUPPLIES	70.08	2
BIG APPLE BAGELS BAKERY & CAFE	TRAINING	22.25	1
BUSHEY AUTOMOTOVE	CONTRACT SVCS	125.00	1
C & C ENTERPRISES, INC	SUPPLIES	35.91	1
CENTRAL MOTOR SPORTS	CONTRACT SVCS	460.84	1
CENTRAL MOTOR SPORTS	SUPPLIES	87.06	1
CHARTER COMMUNICATIONS	CONTRACT SVCS	313.87	2
DEWITT LUMBER	SUPPLIES	221.20	1
DOLLAR DAZE MT PLEASANT	SUPPLIES	25.00	1
DOLLARTREE	SUPPLIES	9.00	1
DOUG'S SMALL ENGINE REPAIR	SUPPLIES	92.95	2
DRAINAGE DIRECT	CONTRACT SVCS	247.95	2
DREAMSTIME.COM	SUPPLIES	39.00	1
DTE ENERGY	UTILITIES	3,525.51	16
DUNHAMS SPORTS	TRAINING/SUPPLIES	9.99	1
EASYKEYS.COM	SUPPLIES	43.02	1
ELLENS EQUIPMENT	SUPPLIES	424.99	2
ETNA SUPPLY	SUPPLIES	6.60	1
FACEBOOK ADS	CONTRACT SVCS	93.51	1
FAIRFIELD INN	TRAINING	924.00	2
FASTENAL COMPANY	SUPPLIES	96.28	1
FERGUSON ENTERPRISES	SUPPLIES	80.73	1
FLEETPRIDE	SUPPLIES	42.20	1
FREDRICKSON SUPPLY, LLC	SUPPLIES	2,422.86	2
FRONTIER COMMUNICATONS	COMMUNICATIONS	65.98	1
GILL-ROY'S HARDWARE	SUPPLIES	865.39	17
GOTOMYPC.COM	CONTRACT SVCS	88.00	2
GT RUBBER SUPPLY	SUPPLIES	298.90	4
GUYS AND DOLLS PHOTOGRAPHY	MISCELLANEOUS	75.00	1

Wright Express12/7/2021

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
GUYS AND DOLLS PHOTOGRAPHY	SUPPLIES	400.00	1
HARBOR FREIGHT TOOLS	SUPPLIES	29.99	1
HOLIDAY INN CREDIT CARD	TRAINING	370.60	3
HOME DEPOT	SUPPLIES	3,976.88	27
IDENTOGO	CONTRACT SVCS	64.25	1
IN A SNAP PHOTOBOOTH	CONTRACT SVCS	449.00	1
INTERNATIONAL CODE COUNCIL	TRAINING	417.00	2
JNR ENGRAVING	MISCELLANEOUS	156.00	1
JO-ANN FABRICS & CRAFTS	SUPPLIES	39.88	1
JX TRUCK CENTER - MT PLEASANT	CONTRACT SVCS	2,413.81	1
KOPY KORNER	SUPPLIES	12.60	1
KSS ENTERPRISES	SUPPLIES	43.13	1
LANDMARK INN CREDIT CARD	TRAINING	546.96	1
LENOVO GROUP	SUPPLIES	1,770.35	1
LOGOS GALORE/MORDICA SALES	UNIFORMS	10.00	1
MAX & EMILY'S EATERY	CONTRACT SVCS	80.60	1
MAX & EMILY'S EATERY	SUPPLIES	50.00	1
MEDLER ELECTRIC COMPANY	SUPPLIES	35.52	1
MEIJER INC	SUPPLIES	197.26	6
MENARDS - MT. PLEASANT	SUPPLIES	3,180.32	12
MI ASSESS ASSOC - EDUCATION	TRAINING	60.00	1
MICHIGAN ASSESSORS ASSOCIATION	MISCELLANEOUS	62.00	1
MICHIGAN ASSOCIATION OF CPAS	TRAINING	219.00	1
MICHIGAN ECONOMIC DEVELOPERS ASSOC.	TRAINING	35.00	1
MICHIGAN FIRE INSPECT SOCIETY	TRAINING	345.00	1
MICHIGAN MUNICIPAL LEAGUE	TRAINING	75.00	1
MITCHELL, LEWIS & STAVER CO	SUPPLIES	3,618.18	1
MOREY'S LOGO	SUPPLIES	31.50	1
MOTOR CITY HOTEL-CC	TRAINING	200.34	1
MOUNTAIN TOWN STATION	SUPPLIES	193.00	2
MR. APPLIANCE OF MID MICHIGAN	CONTRACT SVCS	147.75	1
MT PLEASANT AUTOMOTIVE SUPPLY	SUPPLIES/VEHICLE MAINT	189.14	1
MT PLEASANT AUTOMOTIVE SUPPLY	SUPPLIES	103.08	2
MT PLEASANT RENTAL CENTER, INC	EQUIPMENT RENTAL	45.51	1
MT PLEASANT TIRE SERVICE, INC	SUPPLIES	300.00	1
MUCKBOOT-USA	SUPPLIES	-180.00	1
NAPA AUTO PARTS	SUPPLIES	940.84	10
NICHOLE MCCANN	SUPPLIES	50.00	1
NORTHERN TOOL	SUPPLIES	7,819.97	1
NORTHLAND SPEED MART	TRAINING	46.00	1
OFFICE DEPOT	SUPPLIES	328.86	6
OLSON TIRE SERVICE	SUPPLIES	22.00	1
OLSON TIRE SERVICE	CONTRACT SVCS	703.32	6
ORIENTAL TRADING CO, INC	SUPPLIES	951.42	1

Wright Express12/7/2021

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
PANERA BREAD	SUPPLIES	47.14	1
PAPAS PUMPKIN PATCH	SUPPLIES	347.04	2
PICKELMANS 1 STOP	TRAINING	83.76	2
PISANELLO'S PIZZA	SUPPLIES	50.00	1
PURITY CYLINDER GASES	SUPPLIES	149.23	1
QUILL CORPORATION	SUPPLIES	307.55	2
REPUBLIC SERVICES #239	CONTRACT SVCS	24,501.97	5
RIVERLINK	TRAINING	8.84	1
RJ THOMAS MFG	SUPPLIES	9,365.00	1
S & S WORLDWIDE, INC.	SUPPLIES	51.94	1
SAM'S CLUB #4982	SUPPLIES	734.85	5
SCHOOLCRAFT COLLEGE	CONTRACT SVCS	195.00	1
SCIENTIFIC BRAKE & EQUIPMENT CO	SUPPLIES	400.63	5
SHINOLA	SUPPLIES	104.00	2
SHULTS EQUIPMENT, INC	SUPPLIES	5,519.75	2
SIMPLY ENGRAVING	SUPPLIES	7.00	1
SINGLESOURCE	SUPPLIES	116.98	2
SMART HOMES, INC	CONTRACT SVCS	15,183.00	1
SHRM	MISCELLANEOUS	49.00	1
SPIRIT HALLOWEEN	SUPPLIES	50.00	2
SPRING HILL SUITES	TRAINING	583.20	2
STAPLES - MP	SUPPLIES	321.56	5
STAPLES	SUPPLIES	262.13	4
STATE OF MI EGLE	TRAINING	95.00	1
STATE OF MI-DEPT OF TREASURY	CONTRACT SVCS	175.00	1
STU'S ELECTRIC MOTOR	SUPPLIES	819.24	1
SURVEYMONKEY.COM	CONTRACT SVCS	384.00	1
SWEENEY SEED COMPANY	SUPPLIES	126.18	1
TARGET	SUPPLIES	127.51	5
THE BIRD BAR & GRILL	SUPPLIES	250.00	1
THE CHRONICLE STORE	MISCELLANEOUS	9.99	1
THE MORNING SUN	MISCELLANEOUS	91.00	1
THE UPS STORE	CONTRACT SVCS	41.00	3
THE WALL STREET JOURNAL	MISCELLANEOUS	19.49	1
TLO ONLINE	CONTRACT SVCS	75.00	1
TOMAHAWK LIVE TRAP	SUPPLIES	1,048.83	1
TRACTOR SUPPLY - MP	SUPPLIES	10.78	2
U S POSTMASTER	CONTRACT SVCS	42.63	3
U S POSTMASTER	SUPPLIES	116.00	1
ULINE SHIP SUPPLIES	SUPPLIES	202.30	1
VANDERSYS TREE FARM/NURSERY	SUPPLIES	200.00	1
VERIZON WIRELESS	COMMUNICATIONS	3,671.83	34
VOLGISTICS, INC	CONTRACT SVCS	98.00	1
WAL-MART	SUPPLIES	252.27	8

Wright Express

12/7/2021

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
WIELAND SALES, INC	SUPPLIES	752.93	2
WIELAND TRUCK CENTER	CONTRACT SVCS	204.05	1
WINN TELECOM	CONTRACT SVCS	324.60	3
WINN TELECOM	COMMUNICATIONS	2,260.16	7
ZAZZLE.COM	SUPPLIES	335.59	1
ZOOM, INC.	CONTRACT SVCS	207.61	5
		<u><u> </u></u>	<u><u> </u></u>
	TOTALS	\$121,969.59	390

Wright Express1/5/2022

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
4IMPRINT, INC.	SUPPLIES	\$2,094.86	1
ABC FASTENER GROUP, INC	SUPPLIES	21.84	1
ADOBE SYSTEMS, INC	CONTRACT SVCS	90.97	3
ADOBE SYSTEMS, INC	SUPPLIES	52.99	1
ADVANCE AUTO PARTS	SUPPLIES	889.30	7
AGILE SAFETY LLC	SUPPLIES	935.00	1
AHA SHOPCPR	TRAINING	351.00	20
AIRGAS GREAT LAKES	SUPPLIES	155.40	2
AMAZON.COM	SUPPLIES	1,738.49	19
APWA, MICHIGAN CHAPTER	TRAINING	725.00	1
AUTOZONE, INC.	SUPPLIES/VEHICLE MAINT	65.56	1
AVANGATE BV DBA 2CHECKOUT	SUPPLIES	74.66	3
BATTERIES PLUS - MP	SUPPLIES	69.98	2
BAY ENGINEERING INC.	SUPPLIES	469.73	1
BILL'S CUSTOM FAB, INC	SUPPLIES	10.00	1
BLUE WATER MANAGEMENT SOLUTIONS	TRAINING	165.00	1
BSN SPORTS	UNIFORMS	652.39	1
C & C ENTERPRISES, INC	SUPPLIES	7.42	1
C & C ENTERPRISES, INC	UNIFORMS	525.75	4
CEDAM	TRAINING	15.00	1
CHARTER COMMUNICATIONS	CONTRACT SVCS	473.94	3
CHRIS CAKES OF MICHIGAN	SUPPLIES	1,532.00	1
CMSINTER.NET LLC	CONTRACT SVCS	95.00	1
CODERUBIK	CONTRACT SVCS	96.86	1
COMMAND PRESENCE TRAINING	TRAINING	320.00	1
COYNE OIL CORPORATION	SUPPLIES	50.70	2
DICKS SPORTING GOODS	SUPPLIES	295.89	6
DIESEL TRUCK SALES	SUPPLIES	113.84	1
DISPLAYS 2 GO	SUPPLIES	756.59	1
DOLLARTREE	SUPPLIES	46.00	1
DOMINO'S PIZZA LLC	SUPPLIES	16.49	1
DOUG'S SMALL ENGINE REPAIR	SUPPLIES	151.70	2
DREAMSTIME.COM	SUPPLIES	39.00	1
DTE ENERGY	UTILITIES	6,172.78	16
ETNA SUPPLY	SUPPLIES	2,741.93	4
EVENTBRITE	TRAINING	215.44	1
FACEBOOK ADS	CONTRACT SVCS	106.49	1
FACTORY OUTLET STORE	SUPPLIES	489.95	1
FRONTIER COMMUNICATONS	COMMUNICATIONS	65.98	1
GILL-ROY'S HARDWARE	SUPPLIES	404.90	14
GORDON FOOD SERVICE	SUPPLIES	326.93	3
GOTOMYPC.COM	CONTRACT SVCS	88.00	2
GRAINGER	SUPPLIES	172.50	2
GT RUBBER SUPPLY	SUPPLIES	117.90	2
HARBOR FREIGHT TOOLS	SUPPLIES	1,113.37	4

Wright Express1/5/2022

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
HOLIDAY INN CREDIT CARD	TRAINING	267.75	1
HOME DEPOT	SUPPLIES	1,729.18	25
HONEYWELL ANALYTICS, INC.	CONTRACT SVCS	950.00	1
HUTSON, INC	SUPPLIES	726.49	2
IDENTOGO	CONTRACT SVCS	128.50	2
IGNITE DONUTS	SUPPLIES	300.25	1
INTERNATIONAL CODE COUNCIL	TRAINING	-77.00	2
JACK'S SMALL ENGINES	SUPPLIES	57.99	1
JAY'S SPORTING GOODS	SUPPLIES	49.99	1
JX TRUCK CENTER - MT PLEASANT	SUPPLIES	185.94	2
KSS ENTERPRISES	SUPPLIES	40.13	1
LERMA, INC.	TRAINING	60.00	1
LIBERTY MECHANICAL CORP E-LEARNING	TRAINING	321.00	6
LITTLE CAESARS	SUPPLIES	96.00	2
MAIN STREET AUDIO	SUPPLIES	34.99	1
MEDLER ELECTRIC COMPANY	SUPPLIES	199.32	2
MEIJER INC	SUPPLIES	224.70	9
MENARDS - MT. PLEASANT	SUPPLIES	1,441.79	12
MICHIGAN ASSOC. OF PLANNING	TRAINING	50.00	1
MICHIGAN CAT	SUPPLIES	293.01	2
MICHIGAN FIRE INSPECT SOCIETY	TRAINING	-315.00	2
MICHIGAN MUNICIPAL LEAGUE	TRAINING	75.00	1
MICHIGAN PIPE & VALVE	SUPPLIES	874.10	1
MITCHELL, LEWIS & STAVELAND CO	SUPPLIES	517.84	1
MOREY'S LOGO	SUPPLIES	114.40	1
MOUNTAIN TOWN STATION	SUPPLIES	50.00	1
MT PLEASANT AUTOMOTIVE SUPPLY	SUPPLIES	268.01	5
NAPA AUTO PARTS	SUPPLIES	1,000.69	12
NATIONAL REGISTRY OF EMERGENCY MEDICAL	TRAINING	98.00	1
NORTH MISSION DOOR	SUPPLIES	67.92	1
OFFICE DEPOT	SUPPLIES	753.42	4
OLSON TIRE SERVICE	CONTRACT SVCS	227.00	2
PAAM	MISCELLANEOUS	100.00	1
PAAM	DUES	100.00	1
PENTEL	SUPPLIES	56.70	1
PEPPERBALL	TRAINING	300.00	1
PERSONALITY PROFILE SO	CONTRACT SVCS	24.00	1
PICKARD STREET CITGO	SUPPLIES	20.42	1
PLATINUM EDUCATIONAL GROUP	TRAINING	5.00	1
PLEASANT CITY COFFEE	SUPPLIES	91.80	2
PRO-SEAL INC	SUPPLIES	884.05	1
PRZ SEMINARS/WEBINARS	CONTRACT SVCS	275.00	2
PURE VITALITY SPA LLC	SUPPLIES	100.00	1
PURITY CYLINDER GASES	SUPPLIES	113.57	1
REGISTER.COM	CONTRACT SVCS	404.72	1

Wright Express1/5/2022

<u>Merchant Name</u>	<u>Description</u>	<u>Amount</u>	<u># of Invoices</u>
REPUBLIC SERVICES #239	CONTRACT SVCS	581.28	3
RIC'S FOOD CENTER	SUPPLIES	11.85	1
ROBAIRE BAKERY & DONUT SHOP	SUPPLIES	353.90	2
S & S WORLDWIDE, INC.	SUPPLIES	88.63	1
SALON 110	SUPPLIES	150.00	1
SAM'S CLUB #4982	SUPPLIES	26.76	1
SCIENTIFIC BRAKE & EQUIPMENT CO	SUPPLIES	43.56	1
SHULTS EQUIPMENT, INC	SUPPLIES	52.00	1
SIMPLY ENGRAVING	MISCELLANEOUS	361.50	2
SINGLESOURCE	SUPPLIES	100.92	1
SOLDAN'S FEED & PET SUPPLIES	SUPPLIES	39.27	2
SPARTAN DISTRIBUTORS	SUPPLIES	98.30	1
STANDARD ELECTRIC COMPANY	SUPPLIES	378.27	2
STAPLES - MP	SUPPLIES	922.58	7
STATE OF MICHIGAN	CONTRACT SVCS	390.00	5
STATE OF MICHIGAN	TRAINING	875.00	2
SUNCOAST LEARNING SYSTEMS, INC	TRAINING	275.00	1
TARGET	SUPPLIES	75.42	2
THE CHRONICLE STORE	SUBSCRIPTION	9.99	1
THE UPS STORE	CONTRACT SVCS	46.97	2
THE WALL STREET JOURNAL	SUBSCRIPTION	38.99	1
TIGERSUPPLIES - CC	SUPPLIES	588.55	1
TLO ONLINE	CONTRACT SVCS	75.00	1
TOP DOG CAR AUDIO CENTER	SUPPLIES	134.85	1
TOTAL ECLIPSE DESIGN	SUPPLIES	50.00	1
TRACTOR SUPPLY - MP	SUPPLIES	-80.09	4
TRILLIUM	SUPPLIES	150.00	1
U S POSTMASTER	CONTRACT SVCS	16.45	2
USPS.COM	SUPPLIES	34.80	1
VERIZON WIRELESS	COMMUNICATIONS	1,839.20	21
VERIZON WIRELESS	CONTRACT SVCS	35.44	2
VERIZON WIRELESS	SUPPLIES	76.02	2
VIN TROFEO'S	SUPPLIES	75.33	1
VOLGISTICS, INC	CONTRACT SVCS	98.00	1
WAL-MART	SUPPLIES	1,158.57	6
WEBSTAIRANT STORE	SUPPLIES	382.49	1
WIELAND TRUCK CENTER - CLARE	SUPPLIES	2,888.93	1
WINN TELECOM	COMMUNICATIONS	2,101.44	7
WINN TELECOM	CONTRACT SVCS	324.60	3
WORDPRESS.COM	CONTRACT SVCS	66.00	1
ZAZZLE.COM	SUPPLIES	-19.00	1
ZOOM, INC.	CONTRACT SVCS	57.71	4
TOTALS		\$53,375.67	370

To: Mount Pleasant City Commission

Hello everyone. We are interested in getting our parcel included into the zoning area for a potential rental to a licensed recreational marijuana dispensary. We have been watching these licenses operate in our city for the past year or so, and it's a business we would like to have as a tenant. The local landscape has been very professional, and the industry seems to be heavily expanding. We would like the opportunity to locate a business on our corner (Mission/Broomfield) as a tenant, and we believe this would be key to our future redevelopment plan. We have been operating our family run businesses on the corner of Mission and Broomfield since 1975 and look to continue to expand and develop our location to be a mixed use. We would also continue to operate our current businesses on this location as well. Please consider this request to adjust or remove the university buffer so that our property would be an eligible location.

Thanks

John & Cheryl Hunter

Hunter Brands

Minutes of the regular meeting of the City Commission held Monday, January 10, 2022, at 7:00 p.m., in the City Commission Room, 320 W. Broadway St., Mt. Pleasant, Michigan with virtual options.

City Clerk Heather Bouck called the meeting to order.

The Pledge of Allegiance was recited.

Commissioners Present: Mary Alsager, Brian Assmann, Liz Busch, Maureen Eke, Amy Perschbacher & George Ronan

Commissioners Absent: Olivia Cyman

Others Present: City Manager Aaron Desentz, City Clerk Heather Bouck and City Attorney Anne Seuryneck

City Clerk Bouck administered the Oath of Office to Elizabeth "Liz" Busch, Maureen Eke and Amy Perschbacher for the term January 1, 2022 through December 31, 2024 and to Brian Assmann for the partial term January 1, 2022 through May 3, 2022.

City Clerk Bouck conducted the election of Mayor.

Nominations for Mayor were open.

Commissioner Alsager nominated Commissioner Perschbacher for Mayor.

Nominations for Mayor were closed.

The Commission voted on the nominee for Mayor.

Commissioner Perschbacher received votes from Commissioners Alsager, Assmann, Busch, Eke, Perschbacher and Ronan

Commissioner Perschbacher was elected Mayor for 2022 by a majority vote of the Commission.

Mayor Perschbacher opened nominations for Vice Mayor.

Commissioner Ronan nominated Commissioner Cyman for Vice Mayor.

Nominations for Vice Mayor were closed.

The Commission voted on the nominee for Vice-Mayor.

Commissioner Cyman received votes from Commissioners Alsager, Assmann, Busch, Eke, Perschbacher and Ronan.

Commissioner Cyman was elected Vice Mayor for 2022 by a majority vote of the Commission.

Set Time and Day of Regular Meetings

Moved by Commissioner Busch and seconded by Commissioner Alsager to adopt the resolution setting time and day of regular meetings as presented.

WHEREAS, the City Charter requires the City Commission to set the day, time and place of its regular meetings,

NOW, THEREFORE, BE IT RESOLVED, that the City Commission shall meet during 2022 on the second and fourth Mondays of each month at 7:00 p.m. (except for December in which the second meeting of the month will be held on the third Monday of the month), in the City Commission Room, City Hall, 320 W. Broadway St.

AYES: Commissioners Alsager, Assmann, Busch, Eke, Perschbacher & Ronan.

NAYS: None

ABSENT: Commissioner Cyman

Resolution carried.

Moved by Commissioner Alsager and seconded by Commissioner Busch to accept the agenda as presented.

AYES: Commissioners Alsager, Assmann, Busch, Eke, Perschbacher & Ronan.

NAYS: None

ABSENT: Commissioner Cyman

Motion carried.

Receipt of Petitions and Communications

Received the following petitions and communications:

1. City Manager report on pending items;
 - a. Monthly report on police related citizen complaints received;
 - b. Vehicle/Bicyclist and Vehicle /Pedestrian Accident Data for 2021.
2. Traffic Control Committee Meeting Minutes. (September)
3. Zoning Board of Appeals Meeting Minutes. (September)
4. Airport Joint Operations and Management Board Meeting Minutes. (November)
5. Resignation of Kathy Rise from the Planning Commission.

Moved by Commissioner Ronan and seconded by Commissioner Alsager to approve the following items on the Consent Calendar:

6. Minutes of the regular meeting of the City Commission held December 13, 2021.
7. Bid of Fedewa, Inc., of Hastings, Michigan in the amount of \$108,890 for 200,000-Gallon Claricone Interior Repainting and Minor Repairs.
8. Depository Resolution as follows:

BE IT RESOLVED, that the Treasurer for the City may deposit public money including, but not limited to, tax money, in any financial institution, provided such financial institution maintains a principal office or branch office in the State

of Michigan and the financial institution used as a depository is consistent with best practices, including, but not limited to, the practices established by the Government Finance Officers Association or the Association of Public Treasurers of the United States and Canada,

BE IT FURTHER RESOLVED, that the Treasurer for the City shall decide how many depository accounts are necessary for the public monies of the City,

BE IT FURTHER RESOLVED, that funds deposited at said depositories may be withdrawn upon a check, draft, note or order of the City,

BE IT FURTHER RESOLVED, that all checks, drafts or orders drawn against said accounts be signed by any two of the following individuals holding these offices/ titles, with exception of the flexible spending & health care checking, which are processed by a third party and don't require a counter signature:

Finance Director

Assistant Finance Director

Treasurer

City Clerk

9. Resolution in support of final approval of Temporary Traffic Control Order #1-2022 as follows:

WHEREAS, under the date of October 19, 2021, the Traffic Engineer of the City of Mt. Pleasant issued temporary traffic control order No. 1-2022 (Place metered parking signs on the south side of Bellows Street for all on-street angled parking spaces between Lansing Street and East Campus Drive. Convert reverse angled parking spaces to front-in angled parking spaces). Said temporary traffic control order was presented to the City Commission on January 10, 2022, for review and after reviewing said temporary control order and being fully advised in the premises,

BE IT RESOLVED, that the City Commission approves making temporary traffic control order No. 1-2022 a permanent traffic control order.

10. Resolutions #1 and #2 To Commence Proceedings For Special Assessment, Tentatively Determine The Necessity, And Set A Public Hearing For January 24, 2022, Regarding the Necessity of Special Assessment District #1-22 as follows:

SPECIAL ASSESSMENT DISTRICT 1-22
RESOLUTION NO. 1

WHEREAS, pursuant to provisions of the City Charter of the City of Mt. Pleasant and Chapter 33: TAXATION, Section 33.17 "Authority to Assess", of the Code of Ordinances, the City Commission of the City of Mt. Pleasant may commence proceedings for the making of local public improvements within the City and determine the tentative necessity thereof; and,

WHEREAS, the City Commission has tentatively deemed it to be in the public interest, health and welfare to reconstruct the alley in the block between Michigan, Main, Broadway & University in the City Special Assessment District No. 1-22;

NOW, THEREFORE, BE IT RESOLVED, THAT:

- The City Manager is directed to cause to be prepared a report which shall include all analysis and information required by Section 33.20 "Survey and Report", of the Code of Ordinances.
- The aforesaid report has been completed and included in the 2022-2027 Capital Improvement Plan page 33 & 34. The City Manager shall file the same with the City Clerk for presentation to the Commission.
- All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

SPECIAL ASSESSMENT DISTRICT 1-22
RESOLUTION NO. 2

WHEREAS, the City Manager has prepared a report concerning certain public improvements in Special Assessment District No. 1-22, which includes all of the information to be included by Section 33.20 "Survey and Report" of the City's Code of Ordinances; and,

WHEREAS, the City Commission has reviewed said report; and,

WHEREAS, the City Commission of the City of Mt. Pleasant determines that it is tentatively necessary to acquire and construct the public improvements in the City of Mt. Pleasant more particularly hereinafter described in this resolution;

NOW, THEREFORE, BE IT RESOLVED, THAT:

- The City Commission hereby tentatively determines that the public improvements described more particularly hereinafter provided for are necessary.
- The total cost of said improvements is estimated to be \$142,000.00. The amount of \$62,812.85 shall be spread over the special assessment district as hereinafter described because of benefits to be received by the affected properties in the special assessment district. \$79,187.15 shall be paid by the City-at-large.
- Said special assessment district shall consist of all the lots and parcels of land as follows: in the block between Michigan, Main, Broadway & University in the City Special Assessment District No. 1-22.
- Said estimated life of such public improvements is not less than fifteen (15) years.
- The affected properties in the special assessment district shall be assessed in accordance with the relative portion of the sum to be levied in the district, as the benefit to the parcel of land bears to the total benefit to all parcels.
- The aforesaid report shall be placed on file in the office of the City Clerk where the same shall be available for public examination.
- The City Commission shall meet at City Hall, 320 West Broadway Street, on January 24, 2022 at 7:00 p.m., for the purpose of hearing public input on the making of said public improvements.

- The City Clerk is hereby directed to cause notice of said hearing to be published and mailed in accordance with applicable statutory and ordinance provisions.
 - All resolutions and parts of resolutions conflicting with the provisions of this resolution are hereby rescinded.
11. Resolutions #1 and #2 To Commence Proceedings For Special Assessment, Tentatively Determine The Necessity, And Set A Public Hearing For January 24, 2022, Regarding the Necessity of Special Assessment District #2-22 as follows:

SPECIAL ASSESSMENT DISTRICT 2-22
RESOLUTION NO. 1

WHEREAS, pursuant to provisions of the City Charter of the City of Mt. Pleasant and Chapter 33: TAXATION, Section 33.17 "Authority to Assess", of the Code of Ordinances, the City Commission of the City of Mt. Pleasant may commence proceedings for the making of local public improvements within the City and determine the tentative necessity thereof; and,

WHEREAS, the City Commission has tentatively deemed it to be in the public interest, health and welfare to reconstruct the alley between Broadway and Michigan from University to 115.5 feet east of Franklin in the City Special Assessment District No. 2-22;

NOW, THEREFORE, BE IT RESOLVED, THAT:

- The City Manager is directed to cause to be prepared a report which shall include all analysis and information required by Section 33.20 "Survey and Report", of the Code of Ordinances.
- The aforesaid report has been completed and included in the 2022-2027 Capital Improvement Plan page 33 & 34. The City Manager shall file the same with the City Clerk for presentation to the Commission.
- All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

SPECIAL ASSESSMENT DISTRICT 2-22
RESOLUTION NO. 2

WHEREAS, the City Manager has prepared a report concerning certain public improvements in Special Assessment District No. 2-22, which includes all of the information to be included by Section 33.20 "Survey and Report" of the City's Code of Ordinances; and,

WHEREAS, the City Commission has reviewed said report; and,

WHEREAS, the City Commission of the City of Mt. Pleasant determines that it is tentatively necessary to acquire and construct the public improvements in the City of Mt. Pleasant more particularly hereinafter described in this resolution;

NOW, THEREFORE, BE IT RESOLVED, THAT:

- The City Commission hereby tentatively determines that the public improvements described more particularly hereinafter provided for are necessary.
- The total cost of said improvements is estimated to be \$132,000.00. The amount of \$53,586.96 shall be spread over the special assessment district as hereinafter described because of benefits to be received by the affected properties in the special assessment district. \$78,413.04 shall be paid by the City-at-large.
- Said special assessment district shall consist of all the lots and parcels of land as follows: between Broadway and Michigan from University to 115.5 feet east of Franklin in the City Special Assessment District No. 2-22.
- Said estimated life of such public improvements is not less than fifteen (15) years.
- The affected properties in the special assessment district shall be assessed in accordance with the relative portion of the sum to be levied in the district, as the benefit to the parcel of land bears to the total benefit to all parcels.
- The aforesaid report shall be placed on file in the office of the City Clerk where the same shall be available for public examination.
- The City Commission shall meet at City Hall, 320 West Broadway Street, on January 24, 2022 at 7:00 p.m., for the purpose of hearing public input on the making of said public improvements.
- The City Clerk is hereby directed to cause notice of said hearing to be published and mailed in accordance with applicable statutory and ordinance provisions.
- All resolutions and parts of resolutions conflicting with the provisions of this resolution are hereby rescinded.

AYES: Commissioners Alsager, Assmann, Busch, Eke, Perschbacher & Ronan.

NAYS: None

ABSENT: Commissioner Cyman

Motion carried.

Announcements on City-Related Issues and New Business

Commissioner Alsager reminded everyone that Martin Luther King Day is Monday, January 17th. Please take a moment to reflect on his message.

Clerk Bouck reminded everyone that the deadline is Tuesday, January 18th at 4:00 p.m. to file petitions to run for the City Commission vacancy.

Commissioner Eke indicated that there are many events planned by the University in honor of Martin Luther King Day and they are open to the public. She wished everyone a Happy New Year.

Moved by Commissioner Alsager and seconded by Commissioner Ronan to conduct a closed session to consider attorney-client written communications as permitted pursuant to subsection 8(h) of the Open Meetings Act to consider material exempt from discussion or disclosure by state or federal statute.

AYES: Commissioners Alsager, Assmann, Busch, Eke, Perschbacher & Ronan.

NAYS: None

ABSENT: Commissioner Cyman

Motion carried.

The Commission recessed at 7:17 p.m. and went into a closed session at 7:30 p.m. A separate set of minutes was taken for the closed session. The Commission went back into open session at 8:39 p.m.

The Commission reached a general consensus on the waiver of legal conflict to be brought before the Commission at the next meeting for formal action.

Moved by Commissioner Alsager and seconded by Commissioner Busch to adjourn the meeting at 8:41 p.m.

AYES: Commissioners Alsager, Assmann, Busch, Eke, Perschbacher & Ronan.

NAYS: None

ABSENT: Commissioner Cyman

Motion carried.

Amy Perschbacher, Mayor

Heather Bouck, City Clerk

WHEREAS, under the date of August 2, 2021, the Traffic Engineer of the City of Mt. Pleasant issued temporary traffic control order No. 2-2022 (Place parking ordinance signs for snow emergencies at city limit entry road locations on city major streets, state roads, and county roads. Remove existing parking ordinance signs.)

New signs to read:

“PARKING ORDINANCE

NO PARKING ON STREETS WHEN SNOW EMERGENCY IS IN EFFECT”

Said temporary traffic control order was presented to the City Commission on January 24, 2022, for review and after reviewing said temporary control order and being fully advised in the premises,

BE IT RESOLVED, that the City Commission approves making temporary traffic control order No. 2-2022 a permanent traffic control order.

WHEREAS, under the date of October 1, 2021, the Traffic Engineer of the City of Mt. Pleasant issued temporary traffic control order No. 3-2022 (All parking spaces in city parking lots 7 and 8 to become 10-hour permit parking spaces. Remove existing 3-hour and 1-hour parking signs. Add/relocate existing signs to provide one 10-hour permit parking sign at each entrance.)

Said temporary traffic control order was presented to the City Commission on January 24, 2022, for review and after reviewing said temporary control order and being fully advised in the premises,

BE IT RESOLVED, that the City Commission approves making temporary traffic control order No. 3-2022 a permanent traffic control order.

WHEREAS, under the date of October 1, 2021, the Traffic Engineer of the City of Mt. Pleasant issued temporary traffic control order No. 4-2022 (Add "No Right Turn on Red Signal" sign on eastboundn Pickard at Main/Pickard signal.)

Said temporary traffic control order was presented to the City Commission on January 24, 2022, for review and after reviewing said temporary control order and being fully advised in the premises,

BE IT RESOLVED, that the City Commission approves making temporary traffic control order No. 4-2022 a permanent traffic control order.

WHEREAS, under the date of October 13, 2021, the Traffic Engineer of the City of Mt. Pleasant issued temporary traffic control order No. 5-2022 (Place “even” and “odd” overnight permit parking signs in the City Hall parking lot [lot 13] and lot 12.)

Said temporary traffic control order was presented to the City Commission on January 24, 2022, for review and after reviewing said temporary control order and being fully advised in the premises,

BE IT RESOLVED, that the City Commission approves making temporary traffic control order No. 5-2022 a permanent traffic control order.

Memorandum



TO: Aaron Desentz, City Manager

FROM: Stacie Tewari, City Engineer

DATE: December 15, 2021

SUBJECT: Approval of a Resolution to Authorize MDOT Contract Number 21-5404
Maintenance of New Sidewalk at US-127 BR/Mission Street and Corporate Drive

The Michigan Department of Transportation (MDOT) has prepared a contract for the maintenance of new sidewalk to be installed within the MDOT limited access trunkline right-of-way at US-127 BR/Mission Street and Corporate Drive.

As part of the marijuana licensing approval, the developer at 1005 Corporate Drive agreed to install new sidewalk in the public road right-of-way on the north side of Corporate Drive from the east property line west to the Mission Street/Corporate Drive intersection. Sidewalk ramps will also be installed across Corporate Drive in the Mission Street right-of-way to connect to an existing sidewalk on the east side of Mission Street. On the northeast side of Mission Street at Corporate Drive, there is an MDOT limited access trunkline right-of-way. Work within a limited access right-of-way requires additional permitting, agreements, and federal approvals through MDOT. The attached contract for the maintenance of the sidewalk by the city is an MDOT requirement to obtain the permit for the sidewalk installation. MDOT also requires a certified resolution from the governing body for signature of the contract. The sidewalk will be installed by the developer, but it will become a public, city-owned sidewalk after installation. Per city ordinances, sidewalk snow clearing on Corporate Drive will be the responsibility of the property owners. All other sidewalk maintenance will be the city's responsibility.

I recommend that the attached resolution be approved by the City Commission authorizing the City Manager to sign the contract.

RESOLUTION

At a regular meeting of the City of Mt. Pleasant, Michigan, on January 10, 2022

The following resolution was offered by member _____,
and supported by member _____.

WHEREAS, a Contract Agreement (MDOT Contract No. 21-5404) has been submitted by the Michigan Department of Transportation (MDOT) which requires the City of Mt. Pleasant to adopt a resolution authorizing the approval of the contract for maintenance and operation by the City to MDOT for new sidewalk to be installed at the intersection of US-127 BR/Mission Street and Corporate Drive within MDOT trunkline limited access right-of-way.

WHEREAS, the addition of sidewalk on Corporate Drive will improve walkability and pedestrian access in the city; and

WHEREAS, the Agreement has been approved by the City Manager as to substance,

NOW, THEREFORE, BE IT RESOLVED, that the City Manager be authorized to execute said Contract on behalf of the City of Mt. Pleasant.

Resolution duly adopted.

Amy Perschbacher, Mayor

Certified to be a true copy, _____
(Date)

Heather Bouck, City Clerk

Memorandum



TO: Aaron Desentz, City Manager

CC: William R. Mrdeza, Community Services and Economic Development Director
Paul Lauria, Public Safety Director

FROM: Michelle Sponseller, Downtown Development Director

DATE: January 13, 2022

SUBJECT: Redevelopment Liquor License Application
Pleasant City Coffee and Books LLC / TNC Holdings LLC

On September 13, 2021 the City Commission approved a resolution in support of TNC Holdings LLC, located at 203/205 West Broadway, for the issuance of a Redevelopment Liquor License (RLL).

Michigan Liquor Control Commission (MLCC) has informed TNC Holdings LLC that in order to issue the license the RLL must be in the name of the business entity utilizing the license rather than the property owner. Pleasant City Coffee and Books LLC is the name of the business operating in that location, therefore the revised resolution now reflects that required name change.

Staff has revised the resolution in accordance with MLCC requirements. The updated resolution is attached.

Additionally, the details from the September 13, 2021 City Commission meeting are attached for reference.

Recommended Action

Review and pass the attached resolution and direct staff to conduct all necessary steps for Redevelopment Liquor License as stated in MCLA 436.1521a(1)(b) for Pleasant City Coffee and Books LLC.

RESOLUTION

WHEREAS, the City Commission has established a Redevelopment Liquor License Development District pursuant to Act 501 of Public Acts 2006 **436.1521a(1)(b)**, and;

WHEREAS, the City of Mt. Pleasant Central Business District Tax Finance Authority (CBD TIFA) and Mission/Pickard Street Downtown Development Authority (DDA) have realized considerable public and private investment within the past five years, and;

WHEREAS, the CBD TIFA and DDA districts were established under appropriate statutory provision, and;

WHEREAS, the City of Mt. Pleasant shall provide the Michigan Liquor Control Commission a map clearly outlining the boundaries of the Redevelopment Liquor License Development District, and;


Whereas, the City Commission finds that Pleasant City Coffee and Books LLC meets the provisions of Public Act 501 of 2006, including:

- Is engaged in dining, entertainment or recreation and open to the general public;
- Have a seating capacity of at least 25 people;
- Investment by Pleasant City Coffee and Books LLC of \$116,158 in the rehabilitation or restoration of the building where the license will be housed over a period of the preceding five years;

WHEREAS, the City of Mt. Pleasant shall provide to the Michigan Liquor Control Commission an affidavit from the City Assessor, as certified by the City Clerk, stating the total amount of public and private investment in real and personal property with the selected portion of CBD TIFA and DDA districts, which shall not be less than \$200,000 for each license requested, over the preceding time periods, and,

NOW BE IT THEREFORE RESOLVED, the City Commission hereby approves the request from Pleasant City Coffee and Books LLC, "ABOVE ALL OTHERS" for a new Class C license under **436.1521a(1)(b)**, to be permitted at 203/205 West Broadway, Mt. Pleasant, Isabella County, Michigan.

COMMISSION LETTER #169-21
MEETING DATE: SEPTEMBER 13, 2021

TO: MAYOR AND CITY COMMISSION SEPTEMBER 8, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: PUBLIC HEARING ON A REDEVELOPMENT LIQUOR LICENSE FOR TNC HOLDINGS AND CONSIDER RESOLUTION ON THE SAME

Attached are the materials from the August 23 City Commission agenda packet when the public hearing for this matter was set. Also attached is the departmental review of the application.

The application material and supporting documents confirms that the location meets the state requirements for the requested Redevelopment Liquor License. Recommendation on the approval of this license will allow for the expansion of activities at the current location. After holding the public hearing, it is recommended the City Commission approve the resolution for a Redevelopment Liquor License as presented.

Recommended Motion:

Move to approve the resolution for a Redevelopment Liquor License for TNC Holdings LLC at 203/205 W. Broadway as presented.

NJR/ap

COMMISSION LETTER #165-21
MEETING DATE: AUGUST 23, 2021

TO: MAYOR AND CITY COMMISSION AUGUST 18, 2021
FROM: NANCY RIDLEY, CITY MANAGER 
SUBJECT: CONSIDER SETTING A PUBLIC HEARING FOR SEPTEMBER 13, 2021 ON
A REDEVELOPMENT LIQUOR LICENSE FOR TNC HOLDINGS

The attached memo from Downtown Development Director Michelle Sponseller provides a recommendation to set a public hearing on a Redevelopment Liquor License request for 203/205 W. Broadway Street.

The supporting application and documents provide confirmation that this location meets the state requirements for the requested Redevelopment Liquor License. Before considering the resolution to send to the State of Michigan Liquor Control Commission, it is necessary to conduct a public hearing. We are recommending the public hearing be set for September 13, 2021.

Recommended Motion:

Move to set a public hearing for September 12, 2021 on the request from TNC Holdings for a Redevelopment Liquor License at 203/205 W. Broadway.

NJR/ap

Memorandum



TO: Nancy Ridley, City Manager

CC: William R. Mrdeza, Community Services and Economic Development Director
Paul Lauria, Public Safety Director

FROM: Michelle Sponseller, Downtown Development Director

DATE: August 16, 2021

SUBJECT: Redevelopment Liquor License Application – TNC Holdings, LLC

TNC Holdings, LLC. is requesting City Commission approval for a Redevelopment Liquor License pursuant to Public Act 501 of 2006 in order to provide liquor service for the existing business, Pleasant City Coffee, located at 203/205 West Broadway, in downtown Mt. Pleasant.

PA 501 of 2006 is designed to make on-site premises licenses more readily available in downtowns and other redevelopment areas, as a tool for economic development. This request comes to the City subsequent to the City Commission action on January 24, 2011, establishing the Redevelopment Liquor License Development District and approval of the updated permanent liquor license policy on July 26, 2021. On August 5, 2021 the Planning Commission approved the Special Use Permit.

TNC Holdings, LLC meets the requirements for consideration by the State of Michigan Liquor Control Commission per MCLA 436.1521a(1)(b) as follows:

- Is engaged in dining, entertainment or recreation and open to the general public;
- Will have a seating capacity of 41 people;
- Investment by TNC Holdings, LLC of \$116,158 in the rehabilitation or restoration of the building where the license will be housed over a period of the preceding five years;

Additionally, MCLA 436.1521a(1)(b) requires a minimum level of private and public investment in the redevelopment liquor license district be at least \$200,000 in the preceding five years. Staff has confirmed the amount of investment over the past five years:

- Private investment = \$10,093,570 based on commercial building permits;
- Public investment = \$1,292,657, based on completed capital improvement projects.

Recommended Action

Set a public hearing on September 13, 2021, and if approved, pass the attached resolution and direct staff to conduct all necessary steps for Redevelopment Liquor License as stated in MCLA 436.1521a(1)(b).

Attachments

- TNC Holdings, LLC Liquor License Application
- Resolution
- MEDC Redevelopment Liquor License Overview
- Map of Redevelopment Liquor License District w/ TNC Holdings, LLC Location
- Special Use Permit Approval Letter
- Affidavit of Public and Private Investment in Redevelopment District Area
- Affidavit for Redevelopment Liquor License



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

New On-Premises Redevelopment or Development District License Questionnaire

Complete and submit this questionnaire along with a fully completed Retailer License & Permit Application (LCC-100) with the documents required to be submitted with that form and any other documents required as listed below.

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): TNC Holdings, LLC		
Address to be licensed: 203 & 205 W. Broadway Street		
City: Mount Pleasant	Zip Code: 48858	
City/township/village where license will be issued: City of Mount Pleasant		County: Isabella
Contact Name: Rachael Agardy	Phone: 979-764-7670	Email: pleasantcitycoffee@gmail.com
Mailing address (if different from above): same as above		
City:	Zip Code:	

I am applying for the following on-premises redevelopment or development district license:

☐ **MCL 436.1521a(1)(a) - Redevelopment (RDA) License - Complete Parts 2a, 3, 4, & 5**

Select one: ☐ Class C ☐ B-Hotel ☐ Tavern ☐ A-Hotel

- The proposed licensed premises must be located in a redevelopment project area defined by the local governmental unit and the investment in the redevelopment project area must meet one (1) of following requirements:
 - Investment of not less than \$50 million in cities, townships, or villages having a population of 50,000 or more
 - Investment of not less than \$1 million per 1,000 people in cities, townships, or villages having a population of less than 50,000
- The licensed business must be engaged in activities related to dining, entertainment, or recreation and provide that activity not less than five (5) days per week
- The licensed business must be open to the public not less than ten (10) hours per day, five (5) days per week
- The initial enhanced license fee for a license issued under this section is \$20,000.00

☒ **MCL 436.1521a(1)(b) - Development District (DDA) License - Complete Parts 2b, 3, 4, & 5**

Select one: ☒ Class C ☐ B-Hotel ☐ Tavern ☐ A-Hotel

- The proposed licensed premises must be located in one of the development districts or areas listed in MCL 436.1521a(1)(b):
 - Tax Increment Finance Authority District Under Part 3 of Public Act 57 of 2018 (Formerly Public Act 450 of 1980)
 - Corridor Improvement Authority Act Development Area under Part 6 of Public Act 57 of 2018 (Formerly Public Act 280 of 2005)
 - Downtown Development Authority (DDA) District under Part 2 of Public Act 57 of 2018 (Formerly Public Act 197 of 1975)
 - Principal Shopping District under Public Act 120 of 1961
- The total investment in real and personal property within the development district or area shall not be less than \$200,000.00 over a period of the preceding five (5) years
- The building shall be a restoration or rehabilitation of an existing building and **cannot be a brand new building**
- The building that will house the proposed licensed premises must have at least \$75,000.00 expended for the rehabilitation or restoration of the building over the preceding five (5) years or a commitment for a capital investment of at least \$75,000.00 in the building that must be expended before the license is issued
- The licensed business must be engaged in activities related to dining, entertainment, or recreation
- The licensed business must be open to the general public and have a seating capacity of not less than 25 persons
- The initial enhanced license fee for a license issued under this section is \$20,000.00

Please Note: Pursuant to MCL 436.1521a(8) a license issued under MCL 436.1521a cannot be transferred to another location and if the licensee goes out of business the license issued under MCL 436.1521a shall be surrendered by the licensee to the Commission and the Commission will terminate the license.

Part 2a - MCL 436.1521a(1)(a) - Redevelopment (RDA) License Required Documents

<input type="checkbox"/> Resolution from local governmental unit establishing the redevelopment project area
<input type="checkbox"/> Affidavit from the assessor, certified by the city, township, or village clerk, which states the following: <ul style="list-style-type: none">• The amount of investment money expended for manufacturing, industrial, residential, and commercial development within the redevelopment project area during the preceding three (3) years (must specifically state start and end dates for the investment, i.e. January 1, 2013, to December 31, 2015).• Statement that the amount of commercial investment in the redevelopment project area constitutes not less than 25% of the total investment in real and personal property in the area.
<input type="checkbox"/> Legible map of the redevelopment project area which clearly labels all street names

Part 2b - MCL 436.1521a(1)(b) - Development District (DDA) License Required Documents

<input checked="" type="checkbox"/> Resolution from local governmental unit establishing the development district or area which specifically references the statute under which the area was established: <ul style="list-style-type: none">• Part 3 of Public Act 57 of 2018 (Formerly Public Act 450 of 1980) for Tax Increment Finance Authorities• Part 6 of Public Act 57 of 2018 (Formerly Public Act 280 of 2005) for Corridor Improvement Authorities• Part 2 of Public Act 57 of 2018 (Formerly Public Act 197 of 1975) for Downtown Development Authorities• Public Act 120 of 1961 for Principal Shopping Districts
<input checked="" type="checkbox"/> Affidavit from the assessor, certified by the city, township, or village clerk, which states the following: <ul style="list-style-type: none">• The total amount of public and private investment in real and personal property within the development district or area over a period of the preceding five (5) years (must specifically state start and end dates for the investment, i.e. January 1, 2011, to December 31, 2015).
<input checked="" type="checkbox"/> Legible map of the development district or area which clearly labels all street names

Part 3 - Available License Search

MCL 436.1521a(9) requires any person signing an application for an on-premises Redevelopment or Development District license to verify that he or she attempted to purchase any of the on-premises licenses that are in escrow that do not have a pending transfer on file with the MLCC within the county in which the applicant for the on-premises Redevelopment or Development District license proposes to operate.

You should not apply for an on-premises Redevelopment or Development District license if there is an available quota license in the local governmental unit in which the proposed licensed business will be located. You may verify the availability of quota licenses on the Commission's website using the [Local Government Quota search page](#).

<input checked="" type="checkbox"/> I verify that I have attempted to purchase any readily available on-premises escrowed licenses that do not have pending transfers on file with the MLCC in the county where the proposed licensed business will be located. <ul style="list-style-type: none">• Applicant should provide a notarized affidavit outlining all attempts and responses (or lack thereof) to secure a readily available on-premises license.• Applicant should send certified letters of inquiry as to the availability of the license to each licensee at the address listed on the licensee listing report provided by the MLCC.• Applicant should submit copies of the letters sent, certified tags, signed certified return receipts, copies of any envelopes returned by the USPS, and copies of any correspondence received from the licensees.• Applicant should provide dates, the name of the person contacted, and a synopsis of the conversation if escrowed licensees are contacted by telephone.• Applicant should provide documentation regarding the fair market value of the license based on where the applicant will be located, if determinable, the size and scope of the proposed operation, and/or the existence of mandatory contractual restrictions or inclusion attached to the sale of the license when indicating to the MLCC that purchase of a license is not economically feasible or the license is not readily available.
<input checked="" type="checkbox"/> There are no readily available on-premises licenses in escrow in the county where the proposed licensed business will be located.
<input checked="" type="checkbox"/> There are no unissued, on-premises quota licenses readily available in the local governmental unit where the proposed licensed business will be located.

Part 4 - Local Governmental Approval

An applicant for a new on-premises Redevelopment or Development District license requires approval by the legislative body of the local governmental unit in which the licensed premises will be located. Applicants for a license in a city that has a population of 600,000 or more do not require local governmental approval. Please use the Local Governmental Unit Approval Form (LCC-106) or obtain a resolution from the local governmental unit that contains the same information required on the form. The form or a resolution from the city, village, or township must specifically state the applicant's legal name, if an individual person, or the corporate name of the business, the proposed licensed address, and contain a recommendation for the issuance of a license under one of the two following options:

- New Class C* license issued under the provisions of MCL 436.1521a(1)(a)
- New Class C* license issued under the provisions of MCL 436.1521a(1)(b)

**May substitute other license types such as Tavern, A-Hotel, or B-Hotel licenses*

Part 5 - Signature of Applicant

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

I certify that I understand that pursuant to MCL 436.1521a(8) a license issued under MCL 436.1521a cannot be transferred to another location and that if the licensee goes out of business the license issued under MCL 436.1521a shall be surrendered by the licensee to the Commission and the Commission will terminate the license.

Rachael V. Agardy

Print Name of Applicant & Title

Rachael V. Agardy

Signature of Applicant

08/16/2021

Date

Please return this completed form along with corresponding documents:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059

RESOLUTION

WHEREAS, the City Commission has established a Redevelopment Liquor License Development District pursuant to Act 501 of Public Acts 2006 **436.1521a(1)(b)**, and;

WHEREAS, the City of Mt. Pleasant Central Business District Tax Finance Authority (CBD TIFA) and Mission/Pickard Street Downtown Development Authority (DDA) have realized considerable public and private investment within the past five years, and;

WHEREAS, the CBD TIFA and DDA districts were established under appropriate statutory provision, and;

WHEREAS, the City of Mt. Pleasant shall provide the Michigan Liquor Control Commission a map clearly outlining the boundaries of the Redevelopment Liquor License Development District, and;

Whereas, the City Commission finds that TNC Holdings, LLC. meets the provisions of Public Act 501 of 2006, including:

- Is engaged in dining, entertainment or recreation and open to the general public;
- Have a seating capacity of at least 25 people;
- Investment by TNC Holdings, LLC of \$116,158 in the rehabilitation or restoration of the building where the license will be housed over a period of the preceding five years;

WHEREAS, the City of Mt. Pleasant shall provide to the Michigan Liquor Control Commission an affidavit from the City Assessor, as certified by the City Clerk, stating the total amount of public and private investment in real and personal property with the selected portion of CBD TIFA and DDA districts, which shall not be less than \$200,000 for each license requested, over the preceding time periods, and,

NOW BE IT THEREFORE RESOLVED, the City Commission hereby approves the request from TNC Holdings, LLC, "ABOVE ALL OTHERS" for a new Class C license under **436.1521a(1)(b)**, to be permitted at 203/205 West Broadway, Mt. Pleasant, Isabella County, Michigan.

REDEVELOPMENT LIQUOR LICENSES

Through the provisions of [Public Act 501 of 2006](#), the Liquor Control Commission (LCC) may issue new public on-premises liquor licenses to local units of government. In order to allow cities to enhance the quality of life for their residents and visitors to their communities, the LLC may issue public on-premises licenses in addition to those quota licenses allowed in cities under Section 531 (L) of the Michigan Liquor Control Code, [Public Act 58 of 1998](#) as amended.

Note: This document is offered as a general guide only and the legislation should be reviewed by local officials.

WHO IS ELIGIBLE?

A business must be located in either a business district listed below or in a city redevelopment area, as defined in Sec. 521a (2)(c)

- Tax Increment Finance Authority (TIFA) PA 450 of 1980
- Corridor Improvement Authority (CIA) PA 280 of 2006
- Downtown Development Authority (DDA) PA 197 of 1975
- Principal Shopping District (PSD) PA 120 of 1961

Applicants in these businesses districts must:

Be a business engaged in dining, entertainment or recreation and open to the general public.

- Have a seating capacity of at least 25 people;
- Have spent at least \$75,000 for the rehabilitation or restoration of the building where the license will be housed over a period of the preceding five years or a commitment for a capital investment of at least \$75,000 that will be spent before the issuance of the license;
- Show that the total amount of private and public investment in real and personal property in a district listed above was at least \$200,000 in the period covering the preceding five years.

The LCC may issue one license for each of the above (\$200,000) monetary thresholds reached and for each major fraction thereof after the initial threshold is reached.

The LCC may also issue redevelopment liquor licenses to businesses located in a city redevelopment area (there may be more than one in a city).

Applicants in city redevelopment areas must:

- Be a business engaged in dining, entertainment or recreation;
- Be open to the general public at least 10 hours per day, five days per week;

- Have a seating capacity of at least 25 people;
- Adopt a resolution from the governing body of the city establishing the redevelopment project area;
- Provide a map which clearly reflects and outlines where the redevelopment project area is located within the local unit of government;
- Provide an affidavit from the assessor, as certified by the city clerk, stating the total amount of investment in real and personal property within the redevelopment project area of the city during the preceding three year time period;
- Relative to a license issued in a city redevelopment project area, the amount of commercial investment in the redevelopment project area within the city shall constitute not less than 25 percent of the total investment in real and personal property as evidenced by an affidavit of the city assessor as certified by the city clerk;
- A resolution which approves a specific applicant (individual, corporation, limited liability company, limited partnership) at a specific location;
- Have total investment over the last three years in real and personal property in the redevelopment area of:
 - » At least \$50 million in cities having a population of 50,000 or more, or at least \$1 million per 1,000 people in cities of less than 50,000.

The LCC may issue a license when one of the abovementioned monetary thresholds is met.

WHAT IS THE PROCESS?

To be considered for the license by the LCC:

The local unit of government must pass a resolution approving the applicant for an on-premise liquor license pursuant to PA 501 of 2006. If the business is located in a city redevelopment project area the resolution should indicate the license be issued under Section 521a (1)a of PA 501 of 2006. If the business is located in a DDA, TIFA, PSD, etc., the resolution should indicate the license be issued under Section 521a (1)b of PA 501 of 2006.

- The resolution and application ideally should be submitted at the same time.

Applications can be obtained from the LCC by downloading via the internet at www.michigan.gov/documents/lara/RDA_Requirements_629245_7.pdf or by calling 517.322.1400.

All applicants will:

1. Need to demonstrate that they have attempted to purchase a readily available escrowed or quota on premise license within the municipality that they want to operate, and that a license was not available.
2. Pay a \$20,000 fee for the license. Upon receipt of the documentation from the local unit of government, the necessary application forms, other required documents and inspection fees, the application will be authorized for investigation.

The LCC will not transfer a license issued under this act to another location. If the licensee goes out of business, the licensee shall surrender the license to the LCC. The governing body of the local governmental unit may approve another applicant within the redevelopment project area or development district to replace

IMPORTANT NOTE

Do not invest any money in improvements or bind yourself in any agreements until you have been officially notified by the LCC that your request has been approved.

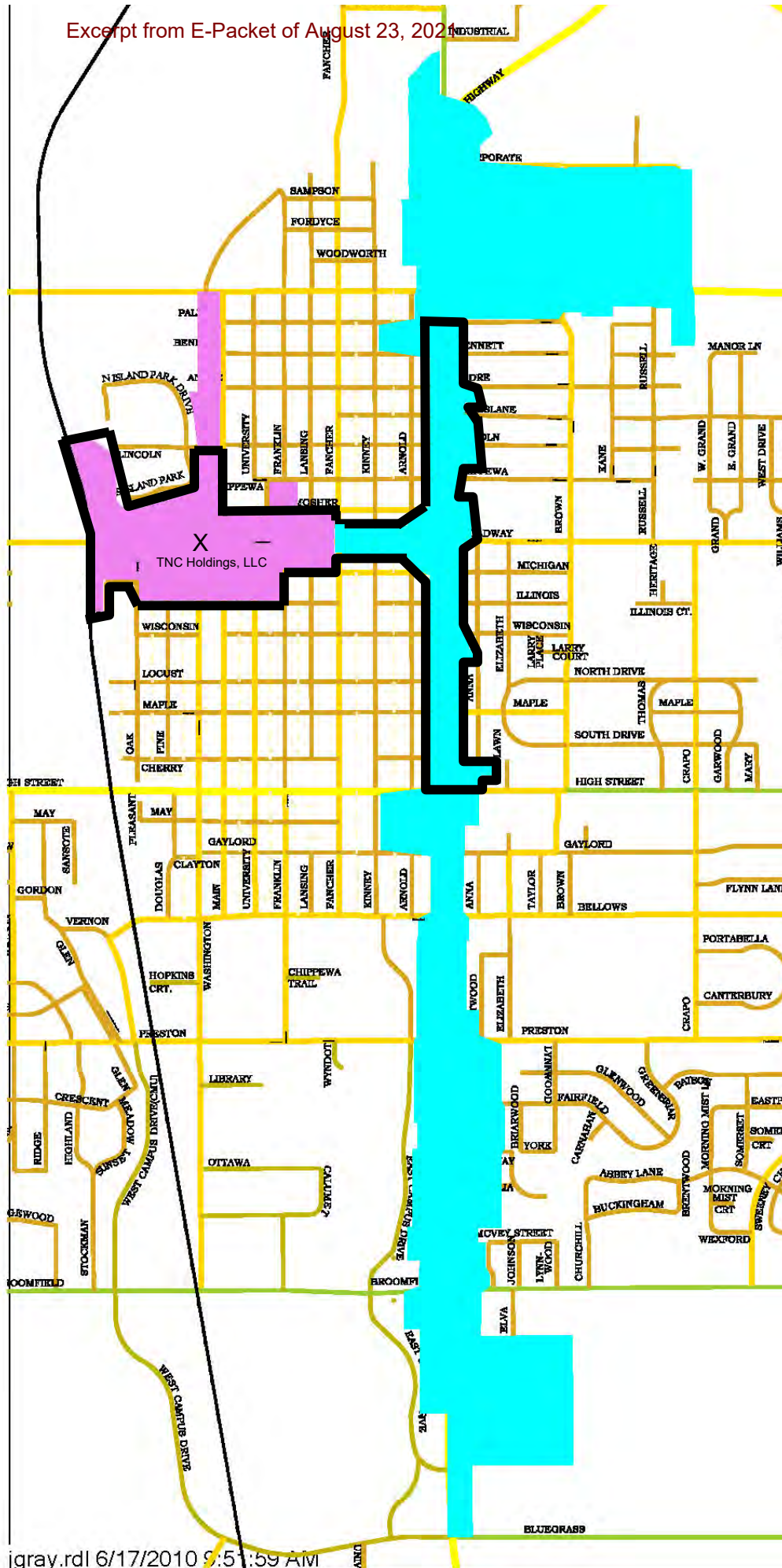
SUPPORTING STATUTE

[Public Act 501 of 2006](#)

[Public Act 58 of 1998 as amended](#)

CONTACT INFORMATION

For more information on redevelopment liquor licenses, contact the [Community Assistance Team \(CAT\) specialist](#) assigned to your territory or visit www.miplace.org.



**Existing
Mission/Pickard DDA**

Existing CBD TIFA

**Boundary of proposed RLL
Development District**

City of Mt. Pleasant, Michigan

Mt. Pleasant
[meet here]

CITY HALL
320 W. Broadway • 48858
(989) 779-5300
(989) 773-4691 Fax

PUBLIC SAFETY
804 E. High • 48858
(989) 779-5100
(989) 773-4020 Fax

PUBLIC WORKS
320 W. Broadway • 48858
(989) 779-5400
(989) 772-6250 Fax

August 6, 2021

TNC Holdings LLC
Attn: Rachael Agardy
415 E. Chippewa Street
Mt. Pleasant, MI 48858

Re: Special Use Permit 21-11 – 203 & 205 W. Broadway

Dear Ms. Agardy:

At their August 5, 2021 meeting, the Planning Commission approved Special Use Permit 21-11 to add a Redevelopment Liquor License to the existing coffee shop.

If you have any questions, please call the Planning and Community Development office at (989) 779-5347.

Sincerely,

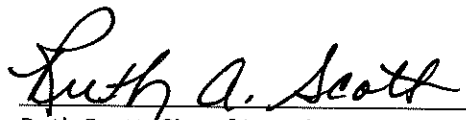


Jacob Kain
City Planner

cc: Fire Department (via email)
Engineering Department (via email)
Building Inspection Department (via email)
Downtown Development Department (via email)

AFFIDAVIT OF PUBLIC AND PRIVATE INVESTMENT DEVELOPMENT DISTRICT AREA

I, Ruth Scott, am the City Assessor for the City of Mt. Pleasant, Michigan. I have examined the records for the City of Mt. Pleasant and made the following determination as to the public and private investment in the City of Mt. Pleasant qualified development district. Based on my review of these records, I have determined that the total amount of public and private investment in real property within the qualified development district over the preceding five (5) year period, August 16, 2016 through August 16, 2021 is \$11,386,227 an amount that exceeds the \$200,000 determination to the best of my knowledge and ability on this day August 17, 2021, in Isabella County, Michigan.

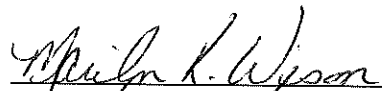

Ruth Scott, City of Mt. Pleasant Assessor
320 W. Broadway, Mt. Pleasant, MI 48858

August 17, 2021

State of Michigan

County of Isabella

On this 17th day of August, 2021, before me, a Notary Public in and for said county and state, personally appeared the above named, on behalf of the City of Mt. Pleasant, and made oath that she has read the foregoing Affidavit, by her subscribed, and know the contents thereof, and that the same is true of her own knowledge, expect as to those matters which are stated to be upon information and belief, and as to those matters, she believes them to be true.


Marilyn Wixson, Notary Public
Isabella County, Michigan

Marilyn K. Wixson
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF Isabella
My Commission Expires 09-25-2021
Acting in the County of _____

AFFIDAVIT FOR REDEVELOPMENT LIQUOR LICENSE

Now comes Heather Bouck, and being first duly sworn, deposes and states as follows:

1. That I am the City Clerk for the City of Mt. Pleasant, Isabella County, Michigan and make this Affidavit to the Michigan Liquor Control Commission pursuant to Section 436.1521b of the Michigan Liquor Control Act and pursuant to the application by TNC Holdings, LLC, for a new Class C license under section 436.1521b of the Act to be located at 203/205 West Broadway, City of Mt. Pleasant, Isabella County, Michigan.
2. That the City of Mt. Pleasant established a Redevelopment Development District defined in MCLA 436.1521b by a Resolution of the City Commission adopted January 24, 2011, a copy of which is enclosed herewith.
3. That the proposed location of the Class C license, at 203/205 West Broadway, in the City of Mt. Pleasant is within the Redevelopment Liquor License Development District.
4. That further, I have reviewed the Affidavit of Ruth Scott, the City's Assessor, which Affidavit has been submitted to the Michigan Liquor Control Commission and I certify that the information contained in the Affidavit is true and accurate.



Heather Bouck, City of Mt. Pleasant Clerk
320 W. Broadway, Mt. Pleasant, MI 48858

August 17, 2021

State of Michigan

County of Isabella

On this 17th day of August, 2021 before me, a Notary Public in and for said county and state, personally appeared the above named, on behalf of the City of Mt. Pleasant, and made oath that she has read the foregoing Affidavit, by her subscribed, and know the contents thereof, and that the same is true of her own knowledge, expect as to those matters which are stated to be upon information and belief, and as to those matters, she believes them to be true.

Marilyn K. Wixson
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF Isabella
My Commission Expires 09-25-2021
Acting in the County of _____



Marilyn Wixson, Notary Public
Isabella County, Michigan

Memorandum



TO: Nancy Ridley, City Manager

CC: William R. Mrdeza, Community Services and Economic Development Director
Paul Lauria, Public Safety Director

FROM: Michelle Sponseller, Downtown Development Director

DATE: September 8, 2021

SUBJECT: Staff Review Redevelopment Liquor License Application – TNC Holdings, LLC

TNC Holdings, LLC. is requesting City Commission approval for a Redevelopment Liquor License pursuant to Public Act 501 of 2006 in order to provide liquor service for the existing business, Pleasant City Coffee, located at 203/205 West Broadway, in downtown Mt. Pleasant.

PA 501 of 2006 is designed to make on-site premises licenses more readily available in downtowns and other redevelopment areas, as a tool for economic development. This request comes to the City subsequent to the City Commission action on January 24, 2011, establishing the Redevelopment Liquor License Development District and approval of the updated permanent liquor license policy on July 26, 2021. On August 5, 2021 the Planning Commission approved the Special Use Permit.

As part of the review process the clerk initiates a review by the following departments to see what, if any, concerns may exist.

- Police
- Fire
- Building
- Treasurer
- Planning

After reviewing the TNC Holdings, LLC application, no concerns have been found by these departments.

Memorandum



TO: Aaron Desentz, City Manager
FROM: Jason Moore, DPW Director
DATE: January 14, 2022
SUBJECT: Approve Resolution, Authorize Execution of MDOT Contract and Approve Budget Amendment

Request

The City Commission is requested to approve a resolution and authorize the city manager to digitally sign a contract with MDOT for Phase II of the Runway 9 Approach Slope Clearing Project at the Mt. Pleasant Municipal Airport, and approve a budget amendment.

Reason

As part of Phase II of the project, MDOT is preparing a contract to release Block Grant funds for the costs associated with the tree pruning and clearing, grubbing and restoration of three parcels along East Airport Road and the US-127 right-of-way, and the construction administration costs provided by Mead and Hunt. Though we have not yet received the contract, approval at this time is critical as the tree work is scheduled to begin in February. The contract is similar to other MDOT contracts for this project that have been submitted for approval to the Commission. To receive the Block Grant funds, MDOT requires approval of a resolution and the contract digitally signed by the city manager.

The project cost participation is shown below. The actual MDOT, FAA and City shares of the project cost will be determined at the time of financial closure of the FAA grant.

Federal Share.....	\$537,850.02
Maximum MDOT Share.....	\$29,880.56
Sponsor (City) Share.....	<u>\$29,880.56</u>
<i>Estimated</i> Project Cost.....	\$597,611.14

The total project costs are higher due to the unanticipated cost of removing trees within the MDOT right-of-way along US-127. Typically, MDOT would complete the work within their right-of-way, but opted not to do so, and it was necessary to add that work to the project scope. The City Commission is requested to approve a budget amendment to cover this portion of the project.

Recommendation:

I recommend the City Commission approve the resolution and authorize the city manager to digitally sign the MDOT contract as soon as it is received, and approve a budget amendment.

RESOLUTION

At a regular meeting of the City of Mt. Pleasant, Michigan, held at the City Hall Building at 320 W. Broadway Street:

The following resolution was offered by member _____, and supported by member _____.

WHEREAS, the Michigan Department of Transportation will submit a contract amendment (Federal Project Number B-26-0069-2621, Job No. 129406CON), for Phase II of the Runway 9 Approach Slope Clearing Project, which requires the City of Mt. Pleasant to adopt a resolution authorizing the approval of the amendment to increase the contract amount to add construction administration services to the project; and

WHEREAS, this project will improve the safety for airport traffic; and

WHEREAS, the contract amendment is necessary for the project to proceed;

NOW, THEREFORE, BE IT RESOLVED, that the city manager is authorized to digitally sign the contract amendment on behalf of the City of Mt. Pleasant.

Resolution duly adopted.

Amy Perschbacher, Mayor

Certified to be a true copy, _____
(Date)

Heather Bouck, City Clerk

EXHIBIT 1

MT. PLEASANT MUNICIPAL AIRPORT MT. PLEASANT, MICHIGAN

Project No. B-26-0069-2621
Job No. 129406CON

January 20, 2022

	Federal	State	Local	Total
LAND	\$0	\$0	\$0	\$0
DESIGN	\$0	\$0	\$0	\$0
CONSTRUCTION	\$552,310	\$13,651	\$13,651	\$579,612
Obstruction Removal Rwy 9 (Parcels E19-E21 & MDOT ROW US-127) - 90% Fed	\$245,709	\$13,651	\$13,651	\$273,011
Obstruction Removal Rwy 9 (Parcels E19-E21 & MDOT ROW US-127) - 100% Fed	\$260,845	\$0	\$0	\$260,845
CONSULTANT contract fee - 100% Fed	\$45,756	\$0	\$0	\$45,756
TOTAL PROJECT BUDGET	\$552,310	\$13,651	\$13,651	\$579,612
	95.28%	2.36%	2.36%	

Federal Billing Breakdown:

Bill #1	\$245,709	SBGP 10719	Grant Award Date: 9/24/19
Bill #2	\$139,934	SBGP 11220	Grant Award Date: 5/20/20
Bill #3	\$166,667	SBGP 12321	Grant Award Date: 8/9/21

Bid Date & Type: 12/02/21 Local

Performance End Date: 05/01/23

MAC Approval: 01/20/22

Memorandum



TO: Aaron Desentz, City Manager

FROM: Jason Moore, DPW Director

DATE: January 14, 2022

SUBJECT: Approve Contract Award and Contract Amendment for
Phase II - Runway 9 Approach Slope Clearing Project

Request

The City Commission is requested to approve a contract award to Alpine Tree Service, of Newaygo, for \$551,856 for Phase II of the Runway 9 Approach Slope Clearing Project, and a contract amendment with Mead and Hunt for \$45,756.

Reason

Mead and Hunt, the City's airport consultant, has received and evaluated the bids for Phase II of the Runway 9 Approach Slope Clearing Project at the Mt. Pleasant Municipal Airport, and recommends award of the contract to Alpine Tree Service, of Newaygo, for \$551,856. The work includes clearing and pruning trees, removal of brush and unwanted vegetative matter, such as stumps, roots, buried logs, etc., and related ground restoration from the MDOT right-of-way on US-127 and three privately held parcels along East Airport Road within the Runway 9 approach. Easements for the three parcels have been obtained.

Mead and Hunt has prepared amendment #2 to the existing engineering services contract to cover the construction administration services of Phase II. The amendment establishes a scope of services and fees for the administrative costs associated with this portion of the project, for a total of \$45,756.

Recommended Actions

The City Commission is requested to approve the recommended contract award to Alpine Tree Service, of Newaygo, for \$551,856 for Phase II of the Runway 9 Approach Slope Clearing Project.

The City Commission is requested to approve amendment #2 with Mead and Hunt for \$45,756 for construction administration services for Phase II of the Runway 9 Approach Slope Clearing Project.

Appointment of City Officials to applicable City boards and commissions.

It is recommended the Mayor appoint the following City administrative officials to the following boards and commissions:

- a. Building Authority – *Finance Director Mary Ann Kornexl*
- b. Center for Applied Research Technology/Local Development Finance Authority - *City Manager Aaron Desentz and Finance Director Mary Ann Kornexl as the alternate*
- c. 9-1-1 / Central Dispatch Governing Board – *Fire Chief Rick Beltinck and Police Captain Andy Latham as alternate*
- d. Isabella County Material Recovery Facility Governing Board –*Street Superintendent Matt Weaver*
- e. MML Legislative Coordinator - *City Manager Aaron Desentz*
- f. Mid-Michigan Area Cable and Telecommunications Consortium Board-*Public Relations Director Darcy Orlik*
- g. Middle Michigan Development Corporation- *City Manager Aaron Desentz and Economic Development Director Bill Mrdeza as alternate*

CHECK REGISTER FOR CITY OF MT PLEASANT
CHECK DATE FROM 1/10/2022-1/20/2022

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
01/11/2022	CITY TREASURER - UTILITIES	UTILITIES	\$2,485.61
01/12/2022	CITY TREASURER-PAYROLL FUND	SPECIAL PAY #534 1/14/22	28,957.81
01/13/2022	ATI GROUP	CONTRACT SVCS	2,375.00
01/13/2022	BILL HAUCK PAINTING	CAPITAL ACQUISITIONS	7,489.80
01/13/2022	ANGELA BROWN	REIMBURSEMENT	5,250.00
01/13/2022	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	735.00
01/13/2022	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
01/13/2022	CENTRAL MICHIGAN UNIVERSITY	CONTRACT SVCS	183.00
01/13/2022	CONSUMERS ENERGY	UTILITIES	22,430.89
01/13/2022	COYNE OIL CORPORATION	SUPPLIES/VEHICLE MAINT	10.00
01/13/2022	DAN BECKWITH DJ SERVICE	CONTRACT SVCS	1,000.00
01/13/2022	ETNA SUPPLY	SUPPLIES	31.79
01/13/2022	GREEN SCENE LANDSCAPING, INC.	CONTRACT SVCS	1,430.00
01/13/2022	INTERNATIONAL CODE COUNCIL	DUES	145.00
01/13/2022	KRAPOHL FORD LINCOLN MERC	CAPITAL ACQUISITIONS	44,553.00
01/13/2022	STATE OF MICHIGAN	CAPITAL ACQUISITIONS	3,000.00
01/13/2022	MHOK, PLLC	PROSECUTORIAL SVCS RETAINER	7,483.64
01/13/2022	MERCANTILE BANK OF MICHIGAN	BOND	11,136.00
01/13/2022	MID MICHIGAN AREA CABLE	CONTRACT SVCS	450.00
01/13/2022	MISSION COMMUNICATIONS, LLC	CONTRACT SVCS	718.80
01/13/2022	MICHIGAN MUNICIPAL TREASURERS	MEMBERSHIP	150.00
01/13/2022	MP AREA CHAMBER OF COMMERCE	CONTRACT SVCS	1,175.00
01/13/2022	MT PLEASANT ROTARY CLUB	DUES	231.00
01/13/2022	ALMA TIRE SERVICE INC	SUPPLIES/VEHICLE MAINT	39.88
01/13/2022	MWEA	TRAINING	365.00
01/13/2022	MWEA	TRAINING	325.00
01/13/2022	NATIONAL FIRE CODES	SUBSCRIPTION	1,345.50
01/13/2022	DOUG NEFF	CONTRACT SVCS	300.00
01/13/2022	NFPA	SUBSCRIPTION	175.00
01/13/2022	ORKIN	CONTRACT SVCS	98.00
01/13/2022	PLANNING & ZONING CENTER, INC.	SUBSCRIPTION	460.00
01/13/2022	JUDY SMITH	SUBSIDY GRANT	500.00
01/13/2022	SUNRISE ASSESSING SERVICES, LLC	CONTRACT SVCS	7,500.00
01/13/2022	UNIFIRST CORPORATION	CONTRACT SVCS	91.44
01/13/2022	WINN TELECOM	COMMUNICATIONS	19.95
01/19/2022	CITY TREASURER-PAYROLL FUND	REG PAY #535, 1/21/22	282,193.99
01/20/2022	1040 EAST BROOMFIELD LLC	BROWNFIELD SUMMER TAX	1,080.00
01/20/2022	21ST CENTURY MEDIA - MICHIGAN	CONTRACT SVCS	438.98
01/20/2022	21ST CENTURY MEDIA - MICHIGAN	CONTRACT SVCS	1,194.65
01/20/2022	INTERSTATE BILLING SERVICES INC	EQUIPMENT RENTAL	1,500.00
01/20/2022	ATI GROUP	CONTRACT SVCS	1,432.50

CHECK DATE FROM 1/10/2022-1/20/2022

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
01/20/2022	BLOCK ELECTRIC COMPANY	CONTRACT SVCS	259.00
01/20/2022	BOUND TREE MEDICAL, LLC	SUPPLIES	259.96
01/20/2022	BREWER-BOUCHEY MONUMENT CO	CONTRACT SVCS	1,050.00
01/20/2022	BUSINESS CONNECTIONS, INC.	CONTRACT SVCS	95.00
01/20/2022	C2AE	CONTRACT SVCS	304.70
01/20/2022	BRENDAN CARRICK	REIMBURSEMENT	100.00
01/20/2022	CARMEUSE AMERICAS	CHEMICALS	6,928.53
01/20/2022	CAR WASH PARTNERS, INC.	SUPPLIES/VEHICLE MAINT	305.00
01/20/2022	CDW GOVERNMENT, INC	SUPPLIES	994.50
01/20/2022	CENTURYLINK	COMMUNICATIONS	12.32
01/20/2022	CLARK HILL P.L.C.	CONTRACT SVCS	175.00
01/20/2022	CENTRAL MICH UNIV - MAILROOM	POSTAGE/HANDLING	3,729.68
01/20/2022	COMMERCE CONTROLS INCORPORATED	CONTRACT SVCS	774.00
01/20/2022	CONSUMERS ENERGY	UTILITIES	33,377.67
01/20/2022	COYNE OIL CORPORATION	FUEL	4,572.13
01/20/2022	CULLIGAN	CONTRACT SVCS	33.00
01/20/2022	D. CLARE SERVICES	CONTRACT SVCS	220.00
01/20/2022	ELHORN ENGINEERING COMPANY	CHEMICALS	1,996.80
01/20/2022	ETNA SUPPLY	SUPPLIES	216.79
01/20/2022	FERGUSON ENTERPRISES INC #2000	SUPPLIES	279.99
01/20/2022	FISHER TRANSPORTATION CO, INC	SUPPLIES	605.53
01/20/2022	FISHBECK	CONTRACT SVCS	80,092.90
01/20/2022	FLEX ADMINISTRATORS	FSA ADMINISTRATIVE FEE	235.20
01/20/2022	FLEIS & VANDENBRINK	CONTRACT SVCS	1,164.00
01/20/2022	FRONT LINE SERVICES, INC	CONTRACT SVCS	602.11
01/20/2022	GALLS, LLC	UNIFORMS	337.51
01/20/2022	GALGOCI OIL COMPANY	FUEL	353.88
01/20/2022	GRANGER	CONTRACT SVCS	78.96
01/20/2022	GRAND RAPIDS BUILDING SERVICES INC.	CONTRACT SVCS	1,799.00
01/20/2022	GREEN SCENE LANDSCAPING, INC.	CONTRACT SVCS	5,830.00
01/20/2022	HACH COMPANY	SUPPLIES	3,182.81
01/20/2022	HUTSON, INC.	CONTRACT SVCS	10,258.00
01/20/2022	HYDROCORP, INC.	INSPECTION/REPORTING SVCS	4,829.50
01/20/2022	I-RIDE	CONTRACT SVCS	439.00
01/20/2022	ISABELLA CAT CLINIC	CONTRACT SVCS	3,265.69
01/20/2022	ISABELLA COUNTY	CONTRACT SVCS	4,012.51
01/20/2022	JACK DOHENY COMPANIES, INC	CONTRACT SVCS	91,468.96
01/20/2022	JONES & BARTLETT LEARNING, LLC	TRAINING	393.12
01/20/2022	KERR PUMP AND SUPPLY, INC	CONTRACT SVCS	6,970.57
01/20/2022	NATHAN KOUTZ	TRAINING	28.00
01/20/2022	KRAPOHL FORD LINCOLN MERC	SUPPLIES/VEHICLE MAINT	60.20
01/20/2022	KSS ENTERPRISES	SUPPLIES	864.36

CHECK DATE FROM 1/10/2022-1/20/2022

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
01/20/2022	LANSING SANITARY SUPPLY, INC.	SUPPLIES	223.43
01/20/2022	MCGUIRK MINI STORAGE	BROWNFIELD SUMMER TAX	440.00
01/20/2022	PAT MCGUIRK EXCAVATING, INC	CONTRACT SVCS	2,553.75
01/20/2022	MCKENNA	CONTRACT SVCS	270.00
01/20/2022	MCLAREN CENTRAL MICHIGAN	HEALTH STEPS	10,315.00
01/20/2022	MCLAREN CORPORATE SERVICES	CONTRACT SVCS	1,277.00
01/20/2022	MERRICK INDUSTRIES	SUPPLIES	3,416.63
01/20/2022	TYLER BROWN	REIMBURSEMENT	6.05
01/20/2022	STATE OF MICHIGAN	CONTRACT SVCS	30.00
01/20/2022	STATE OF MICHIGAN	CONTRACT SVCS	680.84
01/20/2022	STATE OF MICHIGAN	CONTRACT SVCS	10.00
01/20/2022	MID-MICHIGAN INDUSTRIES	CONTRACT SVCS	7,746.00
01/20/2022	MICHIGAN PIPE & VALVE	SUPPLIES	225.00
01/20/2022	MOTOROLA SOLUTIONS, INC.	CAPITAL ACQUISITIONS	10,666.50
01/20/2022	ALMA TIRE SERVICE INC	SUPPLIES/VEHICLE MAINT	339.26
01/20/2022	R & T MURPHY TRUCKING, LLC	CONTRACT SVCS	9,795.00
01/20/2022	NELSON TANK ENGINEERING &	CAPITAL ACQUISITIONS	550.00
01/20/2022	NCL OF WISCONSIN	SUPPLIES	383.69
01/20/2022	NOVOPRINT USA INC.	CONTRACT SVCS	2,295.00
01/20/2022	NYE UNIFORM COMPANY	UNIFORMS	677.81
01/20/2022	OFFICE DEPOT	SUPPLIES	961.01
01/20/2022	ON DUTY GEAR, LLC	UNIFORMS	1,396.53
01/20/2022	OTIS ELEVATOR COMPANY	CONTRACT SVCS	442.00
01/20/2022	P&A DEVELOPMENT LLC	BROWNFIELD SUMMER TAX	4,430.00
01/20/2022	PARTY'S PLUS	EQUIPMENT RENTAL	91.80
01/20/2022	PAT MCCARTHY PRODUCTIONS, INC	TRAINING	399.00
01/20/2022	PETTY CASH - ANGIE MCCANN	REIMBURSEMENTS	310.21
01/20/2022	PROGRESSIVE AE, INC.	CONTRACT SVCS	600.00
01/20/2022	PRO COMM, INC	CONTRACT SVCS	540.00
01/20/2022	PVS TECHNOLOGIES, INC	CHEMICALS	5,230.72
01/20/2022	RACHEL MCCLINTIC-MARKETING &	CONTRACT SVCS	480.00
01/20/2022	HEATHER KULLMAN	REFUND	65.00
01/20/2022	TERRY SLOMINIS	REFUND	76.50
01/20/2022	G A HUNT EXCAVATING LLC	REFUND	55.00
01/20/2022	JEFFREY RADWAY	REFUND	5,000.00
01/20/2022	PURE RELEAF N UNION, LLC	REFUND	5,000.00
01/20/2022	SCOTT MOOREHEAD	REFUND	5,000.00
01/20/2022	DEBORAH CARY	REFUND	5,000.00
01/20/2022	HANI KASSAB JR.	REFUND	5,000.00
01/20/2022	SAM USMAN JR.	REFUND	10,000.00
01/20/2022	RENT-RITE, INC - ALMA	EQUIPMENT RENTAL	232.08
01/20/2022	ROMANOW BUILDING SERVICES	SUPPLIES	196.47

CHECK DATE FROM 1/10/2022-1/20/2022

Check Date	Vendor Name	Description	Amount
Bank COMM COMMON CASH			
01/20/2022	ROWE PROFESSIONAL SERVICES COMPANY	CONTRACT SVCS	5,250.00
01/20/2022	SOUTHPOINT VILLAGE LLC	BROWNFIELD SUMMER TAX	1,020.00
01/20/2022	SUMMIT FIRE PROTECTION	CONTRACT SVCS	1,744.49
01/20/2022	DONALD SYTSEMA	REIMBURSEMENT	1,396.00
01/20/2022	THIELEN TURF IRRIGATION, INC	SUPPLIES	45.02
01/20/2022	TLD PROPERTIES	BROWNFIELD SUMMER TAX	650.00
01/20/2022	MT. PLEASANT ABSTRACT	UB REFUND	19.47
01/20/2022	GROSS, MARISA	UB REFUND	6.14
01/20/2022	NORTHPOINTE DEVELOPMENT	UB REFUND	28.89
01/20/2022	KATTREH, MICHAEL	UB REFUND	48.36
01/20/2022	UNIVAR SOLUTIONS	CHEMICALS	5,496.07
01/20/2022	CHARTER TOWNSHIP OF UNION	UTILITIES	310.70
01/20/2022	USABUEBOOK	CHEMICALS	1,130.38
01/20/2022	VEGA AMERICAS, INC	SUPPLIES	4,756.51
01/20/2022	WCFX-FM	CONTRACT SVCS	720.00

COMM TOTALS:

Total of 141 Checks:	\$838,249.42
Less 0 Void Checks:	0.00
Total of 141 Disbursements:	<u>\$838,249.42</u>

SPECIAL ASSESSMENT DISTRICT 1-22
RESOLUTION NO. 3

WHEREAS, the City Commission, after due and legal notice, has met and heard all interested persons to be affected by the proposed public improvements hereinafter described; and,

WHEREAS, the City Commission deems it advisable and necessary to proceed with Special Assessment No. 1-22;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Commission hereby determines to install public improvements as follows: reconstruct the alley in the block between Michigan, Main, Broadway & University in the City Special Assessment District No. 1-22.
2. The plans, profiles and specifications previously prepared by the City Manager are hereby approved.
3. The Commission hereby approves the detailed estimates of cost and determines a total estimated cost of \$142,000.00. The amount of \$62,812.85 shall be spread by special assessments upon the City Special Assessment District No. 1-22, and the amount of \$79,187.15 shall be the obligation of the city-at-large.
4. The City Assessor is directed to prepare a special assessment roll in accordance with the Commission's determination.
5. When the Assessor has completed the assessment roll, she shall file the roll with the City Clerk for presentation to the Commission.
6. All resolutions and parts of resolutions conflicting with the provisions of this resolution be and the same hereby are rescinded.

SPECIAL ASSESSMENT DISTRICT 1-22
RESOLUTION NO. 4

WHEREAS, the Assessor has prepared the special assessment roll for Special Assessment District No. 1-22 to special assess that portion of the cost of the public improvements to the properties specially benefited by said public improvements, and the same has been presented to the City Commission by the City Clerk; and,

WHEREAS, the Special Assessment District No. 1-22 is described as: reconstruct the in the block between Michigan, Main, Broadway & University in the City Special Assessment District No. 1-22;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is accepted and will be on file in the office of the City Clerk for public examination.
2. The City Commission shall meet on February 14, 2022 at 7 p.m., to hear all persons interested in reviewing the special assessment roll, and shall be afforded an opportunity to be heard, and the City Clerk is directed to publish and mail, in accordance with applicable statutory and ordinance provisions, the notice of hearing. Notice of the meeting, including options to participate remotely, will be posted on the City's website at www.mt-pleasant.org.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Total Project	\$142,000.00	
Estimated Front Foot Share 50%	\$71,000.00	
Estimated City's Per Front Foot Share Side Lots	(8,187.15)	
Owner Share	\$62,812.85	
Estimated City's Share 50%	\$71,000.00	
Estimated City Share Side Lots	8,187.15	
Total City Share	\$79,187.15	\$142,000.00

Parcel Number	Owner	Legal Description	Property Address	Faces Steet	Front Foot	Frontage Factor	Equivalent Front Feet	Rate Per Front Foot	Total Cost Per Front Foot Owner	Total Cost Per Front Foot City
17-000-00269-00	Basin Lofts LLC	ORIGINAL PLAT LOT 1 & 2 BLOCK 17	120 S University	Yes	132	1	132.00	\$134.22	\$17,716.45	\$0.00
17-000-00269-00	Basin Lofts LLC	ORIGINAL PLAT LOT 1 & 2 BLOCK 17	120 S University	No	122	0.5	61.00	\$134.22	\$8,187.15	\$8,187.15
17-000-00282-00	Richard R Swindlehurst	ORIGINAL PLAT E 1/3 LOT 4 BLOCK 17.	118 E Broadway	Yes	22	1	22.00	\$134.22	\$2,952.74	\$0.00
17-000-00290-00	Goodrich Smith on Main	ORIGINAL PLAT W 2/3 LOT 4 BLOCK 17	114 E Broadway	Yes	44	1	44.00	\$134.22	\$5,905.48	\$0.00
17-000-00297-00	Timothy Dreissnack Trust	ORIGINAL PLAT S 44 FT OF LOTS 5 & 6 AND N 1 FT OF LOTS 7 & 8 BLK 17	115 S Main	Yes	12	1	12.00	\$134.22	\$1,610.59	\$0.00
17-000-00308-00	TRQ LLC	ORIGINAL PLAT S 23 FT OF N 24 FT OF LOTS 7 & 8 BLK 17	117 S Main	Yes	23	1	23.00	\$134.22	\$3,086.96	\$0.00
17-000-00310-00	TRQ LLC	ORIGINAL PLAT S 22 FT OF N 46 FT LOT 7 & 8 BLOCK 17	121 S Main	Yes	22	1	22.00	\$134.22	\$2,952.74	\$0.00
17-000-00314-00	Martin Naumes	ORIGINAL PLAT S 22 FT OF N 68 FT LOT 7 & 8 BLOCK 17	123 & 125 S Main	Yes	22	1	22.00	\$134.22	\$2,952.74	\$0.00
17-000-00316-00	Goudreau Investments LLC	ORIGINAL PLAT S 64 FT LOT 7 & 8 BLOCK 17	127 & 131 S Main	Yes	64	1	64.00	\$134.22	\$8,589.79	\$0.00
17-000-05051-00	Smith J Asset Holdings LLC	COMMERCIAL BANK BLOCK CONDOMINIUM, UNIT 1-10	120 & 122 E Broadway Ste #1-10	Yes	66	1	66.00	\$134.22	\$8,858.22	\$0.00

Front Feet:	529		
Cost Per Front Foot:	\$134.22		
Total Cost	\$71,000.00	\$62,812.86	\$8,187.15

SPECIAL ASSESSMENT DISTRICT 2-22
RESOLUTION NO. 3

WHEREAS, the City Commission, after due and legal notice, has met and heard all interested persons to be affected by the proposed public improvements hereinafter described; and,

WHEREAS, the City Commission deems it advisable and necessary to proceed with Special Assessment No. 2-22;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Commission hereby determines to install public improvements as follows: reconstruct the alley between Broadway and Michigan from University to 115.5 feet east of Franklin in the City Special Assessment District No. 2-22.
2. The plans, profiles and specifications previously prepared by the City Manager are hereby approved.
3. The Commission hereby approves the detailed estimates of cost and determines a total estimated cost of \$132,000.00. The amount of \$53,586.96 shall be spread by special assessments upon the City Special Assessment District No. 2-22, and the amount of \$78,413.04 shall be the obligation of the city-at-large.
4. The City Assessor is directed to prepare a special assessment roll in accordance with the Commission's determination.
5. When the Assessor has completed the assessment roll, she shall file the roll with the City Clerk for presentation to the Commission.
6. All resolutions and parts of resolutions conflicting with the provisions of this resolution be and the same hereby are rescinded.

SPECIAL ASSESSMENT DISTRICT 2-22
RESOLUTION NO. 4

WHEREAS, the Assessor has prepared the special assessment roll for Special Assessment District No. 2-22 to special assess that portion of the cost of the public improvements to the properties specially benefited by said public improvements, and the same has been presented to the City Commission by the City Clerk; and,

WHEREAS, the Special Assessment District No. 2-22 is described as: reconstruct the alley between Broadway and Michigan, from University to 115.5 feet east of Franklin in the City Special Assessment District No. 2-22;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is accepted and will be on file in the office of the City Clerk for public examination.
2. The City Commission shall meet on February 14, 2022 at 7 p.m., to hear all persons interested in reviewing the special assessment roll, and shall be afforded an opportunity to be heard, and the City Clerk is directed to publish and mail, in accordance with applicable statutory and ordinance provisions, the notice of hearing. Notice of the meeting, including options to participate remotely, will be posted on the City's website at www.mt-pleasant.org.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Total Project	\$132,000.00	
Estimated Front Foot Share 50%	\$66,000.00	
Estimated City Front Foot City Owned Lots	(12,413.04)	
Owner Share	\$53,586.96	
Estimated City's Share 50%	\$66,000.00	
Estimated City Front Foot City Owned Lots	12,413.04	
Total City Share	\$78,413.04	\$132,000.00

Parcel Number	Owner	Legal Description	Property Address	Faces Steet	Front Foot	Frontage Factor	Equivalent Front Feet	Rate Per Front Foot	Total Cost Per Front Foot Owner	Total Cost Per Front Foot City
17-000-00322-00	City of Mt Pleasant	ORIGINAL PLAT LOT 1 & 2 BLOCK 18	Parking Lot #1	Yes	132	1	132.00	\$86.96	\$0.00	\$11,478.26
17-000-00323-00	Household Appliances	ORIGINAL PLAT E 2/3 LOT 3 BLOCK 18	222 E Broadway	Yes	44	1	44.00	\$86.96	\$3,826.09	\$0.00
17-000-00326-00	Tammy Germain	ORIGINAL PLAT W 1/3 LOT 3 BLOCK 18	220 E Broadway	Yes	22	1	22.00	\$86.96	\$1,913.04	\$0.00
17-000-00328-00	Friends of the Broadway	ORIGINAL PLAT E 2/3 LOT 4 BLOCK 18	216 E Broadway	Yes	44	1	44.00	\$86.96	\$3,826.09	\$0.00
17-000-00330-00	Joseph Fiolek	ORIGINAL PLAT W 1/3 LOT 4 BLOCK 18	214 E Broadway	Yes	22	1	22.00	\$86.96	\$1,913.04	\$0.00
17-000-00332-00	Isabella Bank	ORIGINAL PLAT E 1/3 LOT 5 BLOCK 18	210 E Broadway	Yes	22	1	22.00	\$86.96	\$1,913.04	\$0.00
17-000-00340-00	Isabella Bank	ORIGINAL PLAT, W 2/3 OF LOT 5 & N 92 FT OF LOT 6, BLOCK 18	200 E Broadway	Yes	44	1	44.00	\$86.96	\$3,826.09	\$0.00
17-000-00345-00	Isabella Bank	ORIGINAL PLAT S 30 FT LOT 6 BLOCK 18	111 S University	Yes	66	1	66.00	\$86.96	\$5,739.13	\$0.00
17-000-00348-00	JJ&B	ORIGINAL PLAT N 17 FT LOT 7 & 8 BLOCK 18	115 S University	Yes	132	1	132.00	\$86.96	\$11,478.26	\$0.00
17-000-00364-00	City of Mt Pleasant	ORIGINAL PLAT LOT 4 BLK. 19 E 10.8 FT LOT 5 BLK 19	Parking Lot #8	Yes	10.75	1	10.75	\$86.96	\$0.00	\$934.78
17-000-00366-00	Petro Tolas	ORIGINAL PLAT W 47 FT LOT 5 BLK 19	306 E Broadway	Yes	47	1	47.00	\$86.96	\$4,086.96	\$0.00
17-000-00368-00	ERE Investments LLC	ORIGINAL PLAT LOT 6 BLOCK 19	304 E Broadway	Yes	57.75	1	57.75	\$86.96	\$5,021.74	\$0.00
17-000-00378-00	Dan C Dedloff Trust	ORIGINAL PLAT N 40 FT LOT 7 BLOCK 19	115 S Franklin	Yes	57.75	1	57.75	\$86.96	\$5,021.74	\$0.00
17-000-00381-00	Kurt & Julie Feight	ORIGINAL PLAT LOT 8 BLK 19	307 E Michigan	Yes	57.75	1	57.75	\$86.96	\$5,021.74	\$0.00

Front Feet:	759		
Cost Per Front Foot:	\$86.96		
Total Cost	\$66,000.00		
		\$53,586.96	\$12,413.04



City of Mount Pleasant, Michigan
DEPARTMENT OF PUBLIC SAFETY



DATE: January 11, 2022
TO: Aaron Desentz, City Manager
FROM: Rick Beltinck, Fire Chief
Paul Lauria, Director of Public Safety
SUBJECT: 800 MHz Radios

The Mt. Pleasant Fire Department seeks funding to replace our current VHF/ Moto-Trbo radios with 700/800 MHz radios that would tie us into Michigan's Public Safety Communication System (MPSCS). The current Fire Services County-Wide Radio System consists of four separate radio towers, operating on analog VHF. The current system utilizes hardware that provides a "patch" between digital VHF and 800 MHz frequencies so that fire departments can hear vital information but also be able to communicate with agencies utilizing the MPSCS. Currently this patching equipment is unreliable and is no longer going to be supported by Isabella County Central Dispatch. Several fire departments in Isabella County have already transitioned to 800 MHz radios and are utilizing the MPSCS to maintain communications with Central Dispatch. The remaining fire departments in the county are in the process of transitioning to 800 MHz and the MPSCS. On a temporary basis we are using radios that are borrowed from Central Dispatch.

It is important to understand that transitioning to the MPSCS and 800 MHz has its own set of challenges. Law enforcement agencies have experienced dead zones inside of buildings throughout the City and Union Township. This is most prevalent on the campus of Central Michigan University. Discussions and solutions on how best to address this issue are currently taking place.

To meet the needs of the department, twenty-eight (28) portable radios, fourteen (14) mobile radios, thirty (30) pagers and one (1) base station will need to be purchased. We are requesting to make these purchases in 2 separate phases. Phase 1 was for twelve (12) portable radios for use by our full-time personnel at the cost of \$100,696. Phase 1 has been approved and the (12) radios have been purchased and are awaiting programming by MPSCS. Phase 2 would be for the remaining sixteen (16) portables for our paid on call fire fighters, fourteen (14) mobiles for fire apparatus and other vehicles and one (1) base station.

The following bid was received to complete Phase 2:

Vendor	Bid Amount
ProComm Inc	\$207,709
MPSCS Programming	\$10,750

I am recommending and requesting that the City Commission authorize the purchase of the radio equipment outlined above to complete Phase 2 of this project from the sole bidder, Procomm Inc. in the amount of \$207,709, along with the MPSCS radio programming cost of 10,750 for a total project cost of \$218,459. A Tribal Two-Percent allocation was received for this project in the amount of \$111,299. The City committed to matching any awarded funds, therefore, I am also recommending \$107,160 be allocated from the Capital Improvement Fund to the 2022 Fire Department Operating Budget to complete this project.

Memorandum



TO: Aaron Desentz, City Manager

FROM: Jason Moore, DPW Director

DATE: December 27, 2021

SUBJECT: Authorize Contract Extension for Professional Environmental Consulting Services and Ground Water Testing and Amend 2022 Budget

Request

The City Commission is requested to authorize a contract extension with The Mannik Smith Group (MSG), of Lansing, for a not-to-exceed amount of \$90,000 to perform environmental consulting services at the former city landfill and to amend the 2022 budget.

Background

The City Commission has previously approved environmental services work at the former city landfill in November 2019, September 2020, and May of 2021. The attached Response Activity Plan (RAP), page 2, provides a thorough background of the site and the current status.

Current Proposal

The attached RAP has been prepared based on the findings of the most recent investigations done by MSG and approved (with conditions) by the Michigan Department of Environment, Great Lakes, and Energy. The primary tasks of the RAP include:

1. Deep exploratory borings
2. Installation of deep groundwater monitoring wells
3. Soil laboratory testing
4. Deep monitoring well sampling and analysis
5. Shallow groundwater sampling and analysis
6. Data review, evaluation, and technical report preparation

During the most recent round of SCIT 2% funding, the City was granted \$42,500 to help defray these costs and to ensure the work could proceed.

Recommendation

I recommend the City Commission authorize, along with the associated budget amendment, a contract extension with The Mannik Smith Group for a not-to-exceed amount of \$90,000 to perform environmental consulting services at the former city landfill.



Request for EGLE Review of Response Activity Plan

This form is required for submittal of a request for EGLE to review a Response Activity Plan, under Section 20114b, Part 201, Environmental Remediation, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.

Section A: Type of Response Activity Plan being Submitted (Check all that apply):

Remedial Investigation	<input checked="" type="checkbox"/>	20b(2) Site Specific Criteria	<input type="checkbox"/>
Evaluation Plan	<input type="checkbox"/>	(modification of generic criteria)	
Feasibility Study	<input type="checkbox"/>	20b(3) Site Specific Criteria or Surrogate	<input type="checkbox"/>
Remedial Action Plan	<input type="checkbox"/>	(no generic criteria available)	
Interim Response Plan	<input type="checkbox"/>	Section 20118(4) and (5) Request	<input type="checkbox"/>
Mixing Zone Request	<input type="checkbox"/>	Land or Resource Use Restrictions	<input type="checkbox"/>
20e(14) De Minimis GSI Impact	<input type="checkbox"/>	Other, Specify:	<input type="checkbox"/>

The Response Activity Plan addresses the entire facility: ☒
(entire facility as defined by Part 201, all releases, hazardous substances, and environmental media)

The Response Activity Plan does not address the entire facility: ☐
Please specify the release(s), hazardous substance(s), environmental media, and/or portions of the facility addressed by the Response Activity Plan:

Section B: Facility/Property Subject to (Check all that apply):

Facility regulated under Part 201	<input checked="" type="checkbox"/>
Part 201 Facility ID (if known):	
Leaking Underground Storage Tank regulated pursuant to Part 213	<input type="checkbox"/>
Part 211/213. Facility ID, if known:	
Oil or gas production and development regulated pursuant to Part 615 or 625	<input type="checkbox"/>
Licensed landfill regulated pursuant to Part 115	<input type="checkbox"/>
Licensed hazardous waste treatment, storage, or disposal facility regulated pursuant to Part 111	<input type="checkbox"/>
Consent Agreement or other legal agreement with EGLE	<input type="checkbox"/>

Section C: Facility and Locational Information:

Facility Name: Mt. Pleasant City Landfill	County: Isabella
Street Address of Property: 1301-1303 N. Franklin	City/Village/Township: Mt. Pleasant
City: Mt. Pleasant State: Mi Zip: 48858	Town: 13N Range: 04W Section: 10
Property Tax ID (include all applicable IDs):	Quarter: SE Quarter-Quarter: NW
Status of submitter relative to the property (check all that apply):	Decimal Degrees Latitude: 43.698
	Decimal Degrees Longitude: 84.857
	Reference point for latitude and longitude:
	Center of site <input checked="" type="checkbox"/> Main/front door <input type="checkbox"/>
	Front gate/main entrance <input type="checkbox"/> Other <input type="checkbox"/>
Owner	Collection method:
Former <input checked="" type="checkbox"/> Current <input checked="" type="checkbox"/> Prospective <input type="checkbox"/>	Survey <input type="checkbox"/> GPS <input checked="" type="checkbox"/> Interpolation <input type="checkbox"/>
Operator	
Former <input checked="" type="checkbox"/> Current <input checked="" type="checkbox"/> Prospective <input type="checkbox"/>	

Section D: Submitter Information:

Entity/person requesting review: City of Mt. Pleasant, Michigan

Contact Person (name and title): Jason Moore, DPW Director

Submitter Address: 320 W. Broadway

City: Mt. Pleasant

State: Mi

Zip: 48858

Telephone: 989 779 5405

E-Mail: jmoore@mt-pleasant.org

Relationship of contact person to the submitter: City DPW

Director

Company:

Owner Name, if different from submitter:

Address:

State:

Zip:

City:

E-Mail:

Telephone:

Section E: Are/were the following present at the facility (Check all that apply):

	Current	Previous	Unknown
Mobile or Migrating Non-Aqueous Phase Liquids (NAPL)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Soil contamination above any residential criteria	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Soil contamination above any non-residential criteria	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Soil aesthetic impacts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Groundwater contamination above any residential criteria	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Groundwater contamination above any non-residential criteria	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Groundwater aesthetic impacts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Soil Gas contamination above residential vapor intrusion (VI) screening levels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Soil Gas contamination above non-residential VI screening levels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conditions immediately dangerous to life or health (IDLH)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire & Explosion hazards related to releases	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contamination existing in drinking water supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Imminent threat to drinking water supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Impact to Surface Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Surface Water Sediments above screening levels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section F: The following questions assist EGLE in evaluating this request.**Known or Suspected Contaminant(s) Type (Check all that apply):**Petroleum ☐ Volatile Organic Compounds ☐ Metals ☒ Other ☒**Current Site Status (Check all that apply):**Undergoing property transfer ☐ Active operations ☐ Inactive operation ☒**Current Property Use:**Residential ☐
Non-residential ☒**Anticipated Property Use:**Residential ☐
Non-residential ☒**Estimated Area of Contamination Addressed in Response Action Plan (Cumulative):**Currently undetermined ☐ < 0.5 acre ☐ > 0.5 acre ☒**Migration:**

	Yes	No	Unknown
Has contamination migrated beyond the property boundaries?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Has the Notice of Migration been submitted?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Facility Investigation Status:Ongoing ☒ Complete ☐**Facility Response Activity Status (Check all that apply):**None ☐ IR Implemented ☒ Response Activity Ongoing ☐ Response Activity Completed ☐

Drinking Water Supply for Facility (Check all that apply):			
Municipal	<input checked="" type="checkbox"/>	Private Well(s)	<input type="checkbox"/>
No Current Water Supply	<input type="checkbox"/>	Municipal Available	<input type="checkbox"/>
On-site Well(s) (Check all that apply):			
Drinking Water	<input type="checkbox"/>	Industrial/Commercial Production	<input type="checkbox"/>
Agricultural/Irrigation	<input type="checkbox"/>	No well on-site	<input checked="" type="checkbox"/>
Approximate Depth of Well(s):			
Local Drinking Water Supply:			
Is facility in a designated Wellhead Protection Area?		Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>
Distance to nearest off-site drinking water well:	0.75 miles	Private	<input checked="" type="checkbox"/>
		Municipal	<input type="checkbox"/>
Surface Water Bodies on or Adjacent to Facility (Check all that apply):			
Wetlands	<input type="checkbox"/>	Ditch	<input type="checkbox"/>
Stream/River	<input checked="" type="checkbox"/>	Lake/Pond	<input type="checkbox"/>
Local Surface Water Bodies:			
Distance to nearest wetland:	Ditch:	Stream/River: River borders site	Lake/Pond:
Have other plans been submitted for this facility?			
Facility Name, if different than this submittal:			
Date and Name of most recent submittal:			

Section G: Environmental Professional Signature:

With my signature below, I certify that this plan and all related materials are true, accurate, and complete to the best of my knowledge and belief.

Signature: *David Adler*

Date: Dec. 3, 2021

Printed Name: Dave Adler, CPG

Company of Environmental Professional: The Mannik & Smith Group, Inc.

Address: 2365 Haggerty Rd. South

City: Canton

State: MI

Zip: 48188

Telephone: 734 397 3100

E-mail address: dadler@manniksmithgroup.com

Section H: Submitter Signature:

With my signature below, I certify that this plan and all related materials are true, accurate, and complete to the best of my knowledge and belief and I am legally authorized to sign for the submitter.

Signature: *Jason Moore*

Date: Dec. 3, 2021

Printed name: Jason Moore

Title/Relationship of signatory to submitter: DPW Director

Address: 320 W. Broadway

City: Mt. Pleasant

State: MI

Zip: 48858

Telephone: 989 779 5405

E-Mail address: jmoore@mt-pleasant.org

This form and the Response Activity Plan should be submitted to EGLE Remediation & Redevelopment Division District Office for the county in which the property is located, unless the response activity is related to a facility that is regulated by another EGLE Division. A district map is located at www.michigan.gov/EGLErrd. If regulated by another division, contact should be made with that division for information on where to submit the form and plan.

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This form and its contents are subject to the Freedom of Information Act and may be released to the public.

RESPONSE ACTIVITY PLAN FOR FORMER LANDFILL

1301-1303 FRANKLIN STREET
MOUNT PLEASANT, MICHIGAN



SEPTEMBER 8, 2021

PREPARED FOR:
THE CITY OF MOUNT PLEASANT
DIVISION OF PUBLIC WORKS
MOUNT PLEASANT, MICHIGAN

320 WEST BROADWAY
MOUNT PLEASANT, MICHIGAN



TABLE OF CONTENTS
Response Activity Plan for Former Landfill
1301-1303 Franklin Street
Mount Pleasant, Isabella County, Michigan

<u>SECTION:</u>	<u>PAGE NO.:</u>
1.0 INTRODUCTION	2
2.0 BACKGROUND.....	2
3.0 SCOPE OF WORK SUMMARY.....	4
3.1 Deep Exploratory Borings.....	5
3.2 Monitoring Well Installation.....	5
3.3 Soil Sample Laboratory Testing	6
3.4 Groundwater Sampling and Analysis	6
3.1 Technical Report	7
4.0 ESTIMATED SCHEDULE	8

FIGURES

Figure 1	Site Location
Figure 2	Site Map
Figure 3	Deep Boring and Monitoring Well Locations

1.0 INTRODUCTION

The Mannik & Smith Group, Inc. (MSG) was retained by the City of Mount Pleasant, Michigan to provide professional environmental consulting services for investigation of a former landfill area at City-owned property located north of the intersection of West Pickard and North Franklin Streets in Mount Pleasant. MSG has been assisting the City with investigation of the former landfill area and related regulatory compliance issues since November 2020. A recently completed investigation of the former landfill area was conducted by MSG under an Agreement for Services with The City based on MSG's March 24, 2021 Proposal for Professional Services No. OP210419. The results of the investigation were documented in MSG's July 20, 2021 *Report on Investigation of Former Landfill*.

The scope of work of the above noted Agreement for Services included development of a Response Activity Plan for additional investigation of the former landfill, as necessary and appropriate based on the findings contained in the July 20, 2021 report and on regulatory requirements under the applicable provisions of Part 201 of the Natural Resources and Environmental Protection Act (NREPA), Michigan Public Act 451, 1994, as amended.

The investigation documented in the July 20, 2021 report focused primarily on delineation of the area of buried refuse, determining the suitability and engineering properties of the landfill's clay cap, and characterization of shallow groundwater conditions at the subject site. The primary objective of the additional investigation described in this Response Activity Plan is characterization of site hydrogeologic conditions at depths below the base of buried refuse within the former landfill area.

The subject site is located at 1301-1303 North Franklin Street in Mount Pleasant, Michigan, north of the intersection of North Franklin and West Pickard Streets. *Figure 1, Site Location*, depicts the location of the site referenced to nearby roads and geographic features. The site is located north of and adjacent to the City's Wastewater Treatment Plant facility (1301 North Franklin) and facilities of the City's Street and Motor Pool Departments (1303 North Franklin), including a vehicle maintenance garage, a garage for storage of salt trucks, and other City-owned staging and storage areas. The site is located in a "SD-I (Industrial)" zoning district.

As shown on *Figure 2, Site Map*, the site is bordered by the Chippewa River on the west side. A golf course is located adjacent to the site on the north and northwest sides. A cemetery is located directly east of the site. Surrounding properties to the south and west of the site and north of West Pickard Street are primarily commercial/industrial. The area located south of West Pickard is primarily residential.

The central portion of the site is occupied by the approximately 17 acre area that was a formerly used as a landfill. There are low-lying wet areas located north and northeast of the former landfill area. A wooded area with numerous patches of wet ground is located east and northeast of the former landfill area. Most of the western and northwestern portions of the site, including the area of the site located along the Chippewa River, are heavily wooded and vegetated. Site access in the wooded and wet areas is very limited.

2.0 BACKGROUND

The landfill at the subject site reportedly operated from the 1950s until approximately 1975. For at least part of that time (in the 1960s), the landfill was licensed as a Solid Waste Disposal Area under former Michigan Public Act 87 (Garbage and Refuse Disposal Act). The license to operate a Solid Waste Disposal Area (Act 87 License No. 2712) was granted by the State of Michigan Department of Public Health to the City of Mount Pleasant on August 24, 1967 and was in effect through August 31, 1968. The landfill has a clay cap.

In late 2018, a clay tile pipe located on the riverbank at the site was identified to be draining into the river. Further investigation by City personnel found four additional pipes near the former landfill area. Water being discharged by the clay pipes was sampled and analyzed. Subsequent investigation by the City and an environmental services provider contracted by the City found elevated levels of regulated substances in the discharge water, including elevated levels of per- and polyfluoroalkyl substances (PFAS). Initial investigation of groundwater at the site conducted in 2019

indicated that PFAS concentrations in site-specific shallow groundwater samples exceeded regulatory levels (Part 201 Generic Cleanup Criteria) for both the drinking water (DW) and groundwater surface water interface (GSI) exposure pathways.

Additional monitoring wells were installed at the site in 2019-2020 by others and additional groundwater samples were collected and analyzed. The groundwater sample analytical results indicated that PFAS concentrations and concentrations of other analytes (metals, volatile organic compounds, semivolatile organic compounds, and polychlorinated biphenyls) exceeded Part 201 residential and/or nonresidential Generic Cleanup Criteria (GCC). Shallow groundwater occurs at portions of the site in the uppermost 10 feet of the subsurface. The site-specific shallow groundwater flow direction was not determined during the initial investigation. Deeper groundwater underlying the site was not investigated.

The City of Mt. Pleasant has been working closely with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Remediation and Redevelopment Division (RRD) since the discharge into the Chippewa River was first discovered. Seventeen groundwater monitoring wells were installed in and around the former landfill area in 2019-2020 by AKTPeerless (AKT) of Saginaw, Michigan. Groundwater samples were collected from most of the wells and were analyzed for an extensive parameter list. The clay pipes were reportedly grouted and capped.

MSG conducted Ground Water Testing Project Number 3 for the City in November and December 2020 under the scope of work specified in a Request for Proposals issued by the City in August 2020. Nine additional shallow groundwater monitoring wells were installed at the site by MSG in November 2020. Six of the nine monitoring wells installed by MSG are located in close proximity to the Chippewa River. Groundwater samples were collected by MSG in November 2020 from the nine new monitoring wells and from four of the previously installed monitoring wells. The November 2020 groundwater samples were analyzed for an extensive suite of analytes including PFAS compounds.

The results of Ground Water Testing Project Number 3 were documented in a report by MSG dated December 22, 2020. The results indicated that the shallow groundwater at some of the onsite monitoring well locations, including locations in close proximity to the Chippewa River, contained concentrations of PFAS compounds and dissolved phase metals (dissolved boron and dissolved arsenic) that exceeded Part 201 GCC for the DW and/or GSI exposure pathways. No PCBs were detected in the November 2020 groundwater samples. None of the samples contained volatile organic compounds or semi-volatile organics at concentrations that exceeded Part 201 GCC.

A meeting with City of Mount Pleasant, EGLE RRD and MSG personnel was convened on February 22, 2021 to review the results of Ground Water Testing Project Number 3. During the meeting, EGLE RRD personnel outlined additional site characterization necessary for regulatory compliance under Part 201 of NREPA. As requested by the City of Mt. Pleasant, MSG developed a scope of work to complete the next phase of site characterization required by EGLE (MSG Proposal No. OP 210419 dated March 2, 2021). Following a request by EGLE RRD personnel, the scope of work was revised to include a shallow groundwater monitoring event. The revised MSG Proposal No. OP 210419 was reissued to the City on March 24, 2021 and was executed by the City on April 14, 2021.

The scope of work and primary objectives for the most recently completed phase of investigation of the former landfill, as described in the revised MSG proposal No. OP 210419, included:

- Determining the exact locations, ground surface elevations, top of well casing elevations, total depths, and overall condition of the site monitoring wells. Seventeen monitoring wells were installed at the site by AKT in 2019-2020. Nine additional monitoring wells were installed at the site by MSG in 2020. In addition, 6 monitoring wells were reportedly installed at the site by Keck Consulting Services, Inc. (Keck) in 1977.
- Measuring and recording static groundwater levels in each of the site monitoring wells, referenced to the respective well top of casing elevations.
- Determining the site-specific groundwater flow direction for the shallow groundwater zone.

- Conducting a groundwater monitoring event utilizing 12 existing shallow groundwater monitoring wells located near the Chippewa River and near the wet areas in the northern and northeast portions of the site. Groundwater samples were collected in May 2021.
- Investigating the lateral and vertical extent of waste fill at the site and the composition of the waste fill (18 exploratory borings completed in May 2021).
- Determining the thickness of the landfill cover (clay cap)
- Collecting samples of the landfill cover materials and testing selected samples for relevant engineering properties.
- Preparing a technical report documenting the investigative methods and findings.
- Developing a Response Activity Plan for additional investigation, as necessary and appropriate based on the findings of the investigation and EGLE RRD regulatory requirements under Part 201 of NREPA.

The results of the most recently completed investigation of the former landfill area were documented in the above noted July 20, 2021 *Report on Investigation of Former Landfill* by MSG. Those results include the following:

- Four 2-inch diameter steel groundwater monitoring wells that are believed to be wells installed by Keck in 1977 were found during the monitoring well survey. None of these four wells are considered suitable for groundwater monitoring due to their age, construction materials, depth and screened intervals, and their condition.
- The site-specific shallow groundwater flow direction is to the west/northwest towards the Chippewa River.
- The former landfill occupies an area of approximately 17 acres (see Figure 2). The known maximum depth of buried refuse is 26 feet bgs. The observed buried refuse consists primarily of paper (including decomposing newspaper), metal (including aluminum cans), glass fragments, construction and demolition debris (including wood, concrete debris, roofing materials, and bricks), cloth/fabric, and fibrous materials of uncertain origin. The buried refuse is most commonly mixed with soil including sand, clayey sand, and sandy clay. In general, there is more soil than refuse present in the soil/refuse mixture. Methane gas was detected at some of the exploratory boring locations and at one of the monitoring well locations.
- The buried refuse at the site is covered by a clay cap that is at least two feet thick. The results of geotechnical engineering tests completed on samples of the clay cap materials indicate that the clay cap is generally suitable for landfill final cover purposes.
- The results of the May 2021 shallow groundwater monitoring event indicated that polychlorinated biphenyls (PCBs) and semi volatile organic compounds (SVOCs) were not detected in the shallow groundwater samples collected from the monitoring wells. One volatile organic compound (VOC) was detected in one shallow groundwater sample at a concentration below residential and nonresidential GCC. The reported dissolved arsenic, dissolved aluminum and dissolved boron concentrations of some of the May 2021 shallow groundwater samples exceeded the respective GCC for the drinking water exposure pathway. The dissolved arsenic concentrations for two of the shallow groundwater samples exceeded the respective GSI GCC. The reported PFAS concentrations for 6 of the May 2021 shallow groundwater samples were above the respective DW GCC. Four of the May 2021 shallow groundwater samples had PFAS concentrations that were above the respective GSI GCC.

3.0 SCOPE OF WORK SUMMARY

During the project review meeting held on February 22, 2021, EGLE RRD personnel expressed the need for investigation of deep groundwater conditions (i.e., groundwater occurring at depths below the base of the buried refuse within the former landfill area) following characterization of shallow groundwater conditions at the site. Shallow groundwater was investigated and characterized in Groundwater Testing Project Number 3 (MSG report dated December 22, 2020) and the above noted follow up investigation, as documented by MSG in the above noted MSG report dated July 20, 2021.

The following proposed scope of work has been developed based on the results of the previous site investigations and the available data and information concerning local and site-specific hydrogeologic conditions. The primary objective of the work described in this Response Activity Plan is to investigate and characterize site-specific groundwater conditions at depths below the base of the former landfill and below the shallow groundwater zone at the site that has been investigated. Based on the information provided on the logs for existing AKT monitoring wells MW-3-19, MW-4-19, MW-5-19 and MW-6-19 and the ground surface elevations at those locations determined by MSG during the recent monitoring well survey, the base of the former landfill is at elevations generally on the order of 740-750 feet, assuming that buried refuse extends to a maximum depth of 26 feet bgs as noted on the AKT logs. Therefore, the investigation described below will focus on characterizing site-specific hydrogeologic conditions at depths below an approximate elevation of 745 feet.

The investigation of deep groundwater conditions at the site includes five primary tasks, including:

1. Deep exploratory borings
2. Installation of deep groundwater monitoring wells
3. Soil laboratory testing
4. Deep monitoring well sampling and analysis
5. Shallow groundwater sampling and analysis
6. Data review, evaluation, and technical report preparation

The investigation will be directed and overseen by a Certified Professional Geologist (CPG) from MSG's Canton, Michigan office. The individual tasks are described below in more detail.

3.1 Deep Exploratory Borings

Six deep exploratory borings are proposed at the approximate locations shown on *Figure 3, Deep Boring and Monitoring Well Locations*. As shown on Figure 3, two of the deep borings will be located in the central portion of the former landfill area in order to investigate hydrogeologic conditions directly below the base of the buried refuse. Four additional deep borings will be located outside of the area of buried refuse, with two deep borings located west of the former landfill area (as the limited site access conditions permit) and two deep borings located east of the former landfill. A monitoring well will be installed in each of the four deep borings located outside of the former landfill area.

The deep exploratory borings will be drilled to a maximum depth of 50 feet bgs using a sonic drill rig. Sonic drilling is an effective methodology for drilling and sampling in difficult subsurface soil and bedrock conditions, including buried refuse and layers consisting of gravel and cobbles. The sonic drill rig produces continuous, relatively undisturbed 4-inch diameter cores of subsurface materials (soil, buried refuse, bedrock) using a single tube core barrel and an override casing, and is capable of drilling through buried debris such as concrete rubble. Sonic drilling generates significantly less investigation derived waste (IDW) compared to rotary or auger drilling methods.

Upon completion of drilling and sampling, the deep exploratory borings located within the former landfill area will be backfilled with bentonite that is appropriate for use in environmental groundwater investigation applications. Leftover cores consisting of buried refuse or mixtures of soil and refuse will be containerized in 55-gallon steel drums.

3.2 Monitoring Well Installation

Groundwater monitoring wells will be installed in the four deep exploratory borings located outside of the former landfill area. The approximate locations of the borings in which monitoring wells will be installed are shown on Figure 3. Each monitoring well assembly will consist of a 10 foot long 2-inch diameter flush threaded

Schedule 40 PVC well screen attached to 2-inch diameter flush threaded Schedule 40 PVC riser pipe. The annular space around each well screen will be filled with imported sand filter material or natural collapse materials to an appropriate height above the top of the well screen. The remaining annular space around the well assembly will be sealed with bentonite above the filter pack materials. Each monitoring well will be finished with above ground riser pipe, a J-plug-style well cap and an above ground steel protective cover.

The monitoring well screens will be set at depths corresponding to elevations below the base of buried refuse in the former landfill area and below the elevations of the screened intervals of the existing shallow groundwater monitoring wells at the site. Particular interest will be given to groundwater bearing zones at appropriate depth/elevations that are separated from the shallow groundwater zone by cohesive (clay) layers.

The location coordinates of each of the six deep exploratory borings will be surveyed using a hand-held global positioning system (GPS) unit with sub centimeter accuracy capability. The ground surface elevation at each boring location will be established to the nearest 0.1 foot. The top of casing elevation of each monitoring well will be surveyed to the nearest 0.01 foot.

As shown on Figure 3, two of the four monitoring wells will be located in the wooded and heavily vegetated area located west of the former landfill area. Access for a drill rig in this area is very limited. It is anticipated that temporary roads will have to be created to allow drill rig access to the monitoring well locations in the wooded area west of the former landfill area.

3.3 Soil Sample Laboratory Testing

Soil samples collected during drilling and sampling for the two deep exploratory borings located in the central portion of the former landfill area will be analyzed for hydraulic and engineering properties including grain size distribution characteristics and plasticity characteristics (liquid limit, plastic limit, plasticity index). Emphasis for selection of soil samples from these two borings for testing will be placed on cohesive (clay) soils encountered below the base of buried refuse within the former landfill area, including cohesive soil layers that may act as lower confining layers for overlying groundwater-bearing soil units. It is anticipated that two to three soil samples from each of the two deep borings located within the former landfill area will be tested for grain size distribution by sieve and hydrometer (ASTM D7928) and for Atterberg Limits (ASTM D4318).

In addition, soil samples collected from the four deep exploratory borings located outside of the former landfill area will also be analyzed for hydraulic and engineering properties. One soil sample from the screened interval of each of the above noted deep monitoring wells will be analyzed for grain size distribution by sieve and hydrometer (ASTM D7928) to allow for estimation of the hydraulic conductivity of the groundwater bearing soils in which the monitoring wells are screened. Up to two soil samples per boring may also be analyzed for grain size distribution by sieve and hydrometer (ASTM D7928) and for Atterberg Limits (ASTM D4318) to determine the hydraulic and engineering properties of cohesive soil layers encountered that may act as lower confining layers for overlying groundwater-bearing soil units.

The soil sample laboratory testing will be conducted by MSG in MSG's geotechnical engineering laboratory located in Canton, Michigan. The MSG geotechnical engineering laboratory is accredited by the U.S. Army Corps of Engineers (USACE) and the American Association of State Highway and Transportation Officials (AASHTO). The soil sample testing results will be included in a technical report that documents the investigation described in this Response Activity Plan.

3.4 Groundwater Sampling and Analysis

Groundwater samples will be collected from each of the monitoring wells installed in the four deep exploratory borings located outside of the former landfill area. The monitoring wells will be purged and sampled in general accordance with the United States Environmental Protection Agency (USEPA) *Low-Flow (Minimal Drawdown)*

Ground-Water Sampling Procedures guidance document (EPA/540/S-95/504, April 1996). Groundwater samples for PFAS analysis will be collected in general accordance with the October 16, 2018 EGLE guidance document entitled *General PFAS Sampling Guidance*.

The groundwater samples collected from the four deep monitoring wells will be analyzed by an independent, accredited analytical laboratory for the following parameters:

- VOCs
- SVOCs including polynuclear aromatic hydrocarbons (PNAs).
- Dissolved phase metals including the ten “Michigan” metals (arsenic, barium, cadmium, chromium, copper, lead, mercury, selenium, silver, and zinc), aluminum, antimony, beryllium, boron, nickel, and thallium
- PCBs.
- PFAS compounds – EGLE list of 28 PFAS compounds dated October 1, 2019.

A blind duplicate groundwater sample will also be collected and analyzed for the above noted parameters. In addition, a trip blank sample will be analyzed for VOCs, and a field blank sample will be analyzed for PFAS compounds.

Groundwater samples will also be collected from the following twelve existing shallow monitoring wells located in close proximity to the Chippewa River and the wet areas of the site: MW-101 through MW-106, MW-108, MW-109, MW-9-20, MW-10-20, MW-14-20, and MW-15-20. The groundwater samples collected from these 12 shallow monitoring wells will be analyzed for the above noted parameters.

3.5 Technical Report

The data and information generated during the work tasks described above will be reviewed and evaluated. A technical report describing the investigative methods and results will be prepared. The technical report will include the following, as possible based on the available data and information:

- An updated table of monitoring well characteristics (including GPS location coordinates, ground surface elevations, and top of casing elevations) and static water levels.
- A scaled site map showing the locations of the site monitoring wells and exploratory borings using a drone aerial photo base map.
- Boring logs with GPS location coordinates and ground surface elevations for the six deep exploratory borings.
- Site-specific groundwater elevation contour maps for the deep and shallow groundwater zones, as possible based on encountered site-specific groundwater conditions.
- Determination of the hydraulic gradient and groundwater flow direction for the deep and shallow groundwater zones.
- An updated conceptual site model (CSM), including a pathway evaluation.
- Tabulation of the groundwater sample analytical results and comparison to applicable Part 201 residential and nonresidential GCC.
- Evaluation of the extent of groundwater at the site with concentrations above the applicable GCC.

The technical report will be prepared in a format that is appropriate for submittal to EGLE. The updated CSM will include a description of site-specific deep hydrogeologic conditions for groundwater-bearing zones that may be present underneath the shallow groundwater zone at the site, and an evaluation of the relevance of the drinking water exposure pathway.

4.0 ESTIMATED SCHEDULE

The estimated time to complete the work tasks described above following authorization to proceed from the City of Mount Pleasant are as follows:

Deep Exploratory Borings – two to three weeks (dependent on sonic drill rig availability)

Monitoring Well Installation – conducted concurrently with the deep exploratory borings

Soil Sample Laboratory Testing – two to three weeks

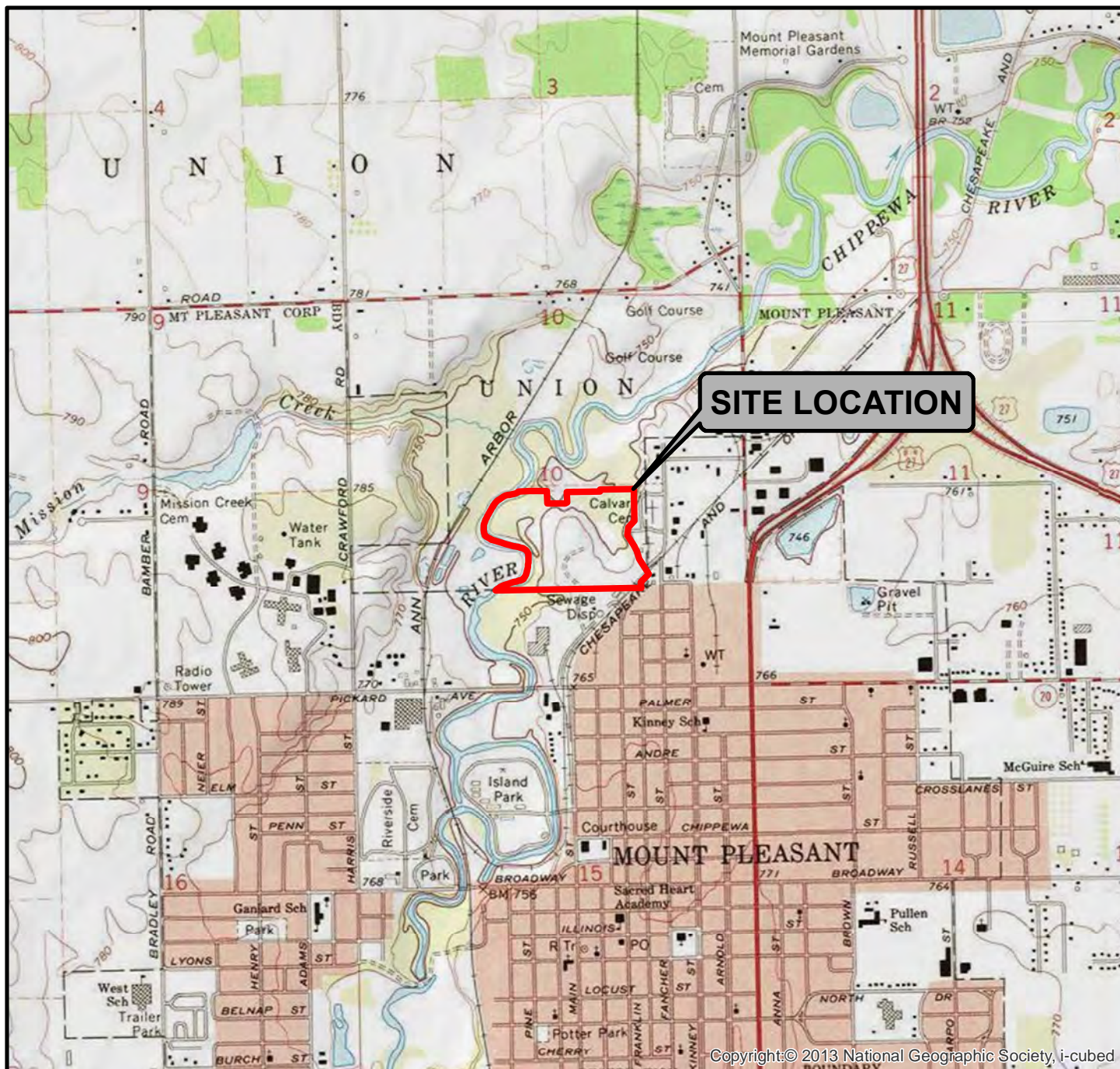
Groundwater Sampling and Analysis – three weeks

Technical Report – four to six weeks

The estimated schedule assumes that site ground surface and weather conditions at the time of authorization to proceed will be suitable for conducting field activities, and that a suitable sonic drill rig and crew will be available for the deep exploratory borings and monitoring well installation tasks.

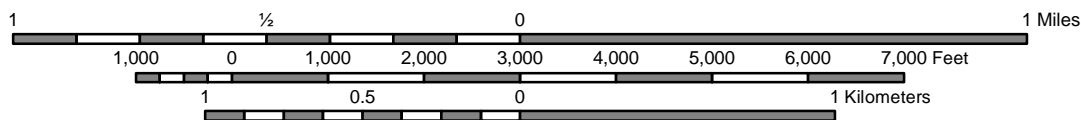
FIGURES



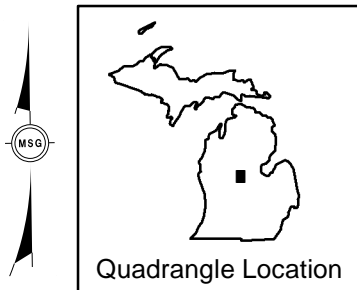


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SCALE 1:24000



Contour Interval 10 Feet
National Geodetic Vertical Datum of 1929



NOTE: Map adapted from National Geographic TOPO! seamless, scanned images of USGS Topographic Maps, Rosebush and Mount Pleasant, MI (7.5 minute series).



FIGURE 1
SITE LOCATION

1301-1303 North Franklin Street
Mount Pleasant, Isabella County, MI

DATE	DRAWN BY	DESIGNED BY	PROJECT NO.
12/10/2020	ZTR	CJB	M3460001

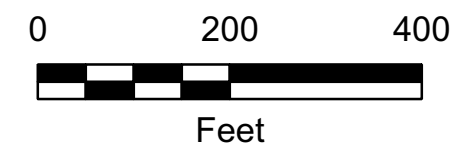


FIGURE 2

Site Map

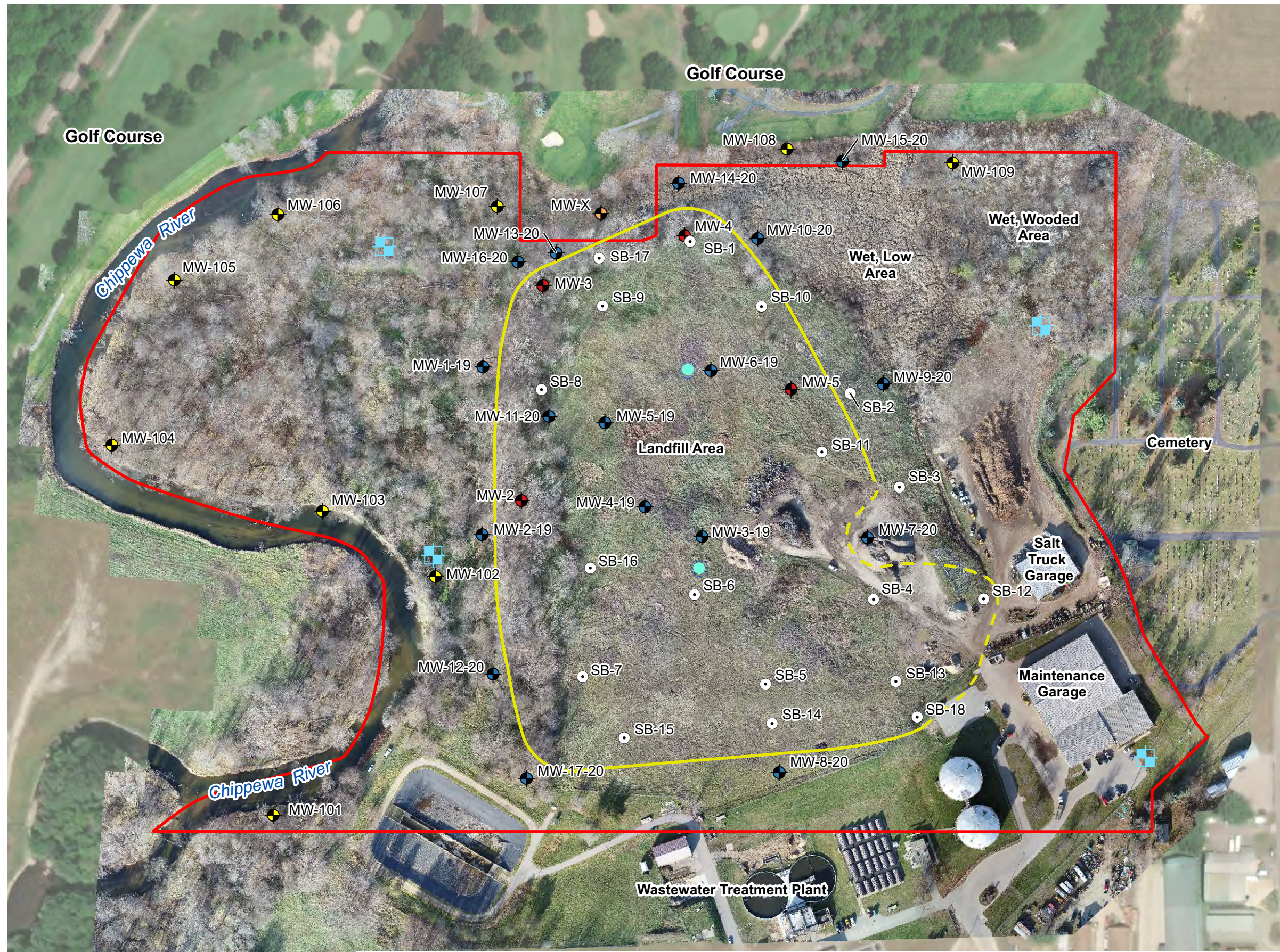
1301-1303 North Franklin Street
Mount Pleasant, Isabella County, MI

DATE 7/12/21	DRAWN BY ZTR	DESIGNED BY ZTR	PROJECT NO M3460002
-----------------	-----------------	--------------------	------------------------

Notes:

1. Site boundary adapted from parcel boundaries provided on the Isabella County website and AKTPeerless "Site Map" dated July 26, 2020.
2. Aerial imagery collected on November 18, 2020.
3. 2-inch diameter steel monitoring wells are believed to be wells installed by Keck in 1977.
4. Monitoring well MW-11-20 could not be located in the field.

Date Saved: 7/19/2021 11:01:05 AM
Path: W:\Projects\Projects K-OM3460002\ENGAPPS\RESPONSE ACTION PLAN\M3460002_Fig3_Deep Boring-MW Locations.mxd



Notes:

1. Site boundary adapted from parcel boundaries provided on the Isabella County website and AKTPeerless "Site Map" dated July 26, 2020.
2. Aerial imagery collected on November 18, 2020.
3. 2-inch diameter steel monitoring wells are believed to be wells installed by Keck in 1977.
4. Monitoring well MW-11-20 could not be located in the field.

Legend

- Proposed Deep MW Exploratory Boring & Monitoring Well
- Proposed Deep Exploratory Boring
- Soil Boring Location - MSG (May 2021)
- PVC Monitoring Well - MSG (Nov. 2020)
- PVC Monitoring Well - AKT (2019-2020)
- Steel Monitoring Well - Keck (1977)
- Monitoring Well - Undocumented Origin
- Approximate Extent of Buried Refuse
- Site Boundary

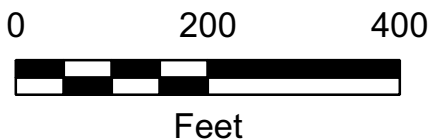


FIGURE 3

Deep Boring and Monitoring Well Locations

1301-1303 North Franklin Street
Mount Pleasant, Isabella County, MI

DATE	DRAWN BY	DESIGNED BY	PROJECT NO.
7/19/21	ZTR	DJA	M3460002

Memorandum



TO: Aaron Desentz, City Manager
FROM: Jason Moore, DPW Director
DATE: January 7, 2022
SUBJECT: Approve Airport Staffing and Fee Changes, and Budget Amendment

Request

The City Commission is requested to approve the recommended staffing and fee changes for the Mt. Pleasant Municipal Airport, and a budget amendment of \$12,600.

Reason

Currently, the airport has the following employees:

1. One full-time employee
2. One 29-hour-per-week employee
3. One 20-hour-per-week employee
4. Two call-out employees

Call-outs are performed when airport customers require essential services after regular business hours and on weekends, such as refueling or temporary hangar storage. Our current call-out employees have full-time jobs and are not always available. We are seeking to create a second full-time position and fill it with one of the part-time employees.

Presently, we are unable to cover the call-outs and snow plowing without exceeding the maximum allowed hours for the part-time positions or having the full-time employee work several overtime hours. Over the past six years, we have evaluated and experimented with several staffing options. These methods have been of some help, but have not solved the coverage problems. The second full-time position will allow us to cover call-outs and snow plowing as needed without exceeding the allowed hours. This change will help with succession planning and employee retention as well.

There will be increased costs associated with the change as the position will be full-time with benefits. To offset the costs, we have suggested some rate changes (attached). Unfortunately, these changes alone do not fully cover the cost and the airport will require approximately \$12,600 from the City's General Fund. MDOT Aero conducted an economic impact study in 2018 that indicated the local impact of the airport to be over 7 million dollars. We believe that this change will allow us to continue providing excellent services at the airport and to maintain and potentially increase our economic impact on the area.

At the meeting held December 16, 2021, the Airport Joint Operations and Management Board unanimously approved the staffing and fee changes as presented, and to recommend the City Commission approve the same.

Recommendation

I recommend the City Commission approve the airport staffing and fee changes as stated, and a budget amendment for \$12,600.

Mt. Pleasant Municipal Airport Recommended Fee Changes

RAMP FEES

Fee for aircraft less than 25,000 lbs. empty weigh = \$75.00 to waive ramp fee 100 gallons of fuel must be purchased

Fee for aircraft more than 25,000 lbs. empty weigh = \$100.00 + \$50.00 facility fee to waive ramp fee 150 gallons of fuel must be purchased

Fee for aircraft more than 40,000 lbs. empty weigh = \$200.00 + \$50.00 facility fee to waive ramp fee 200 gallons of fuel must be purchased

Current ramp fee is \$50 across the board and waived with 50 gallons of fuel purchase. No facility fees being charged.

5-year average in ramp fees being charged is 47

60% is less than 25,000 lbs.

30% greater than 25,000 lbs.

10% greater than 40,000 lbs.

\$2,115 yearly increase in ramp fee revenue

\$940 yearly increase in facility fees

\$5,000 yearly increase in fuel sales revenue to waive fees

\$8,055 increase based on a 5-year average

OVERNIGHT HANGAR RENT

Aircraft below 25,000 lbs. = \$150 over night

Aircraft above 25,000 lbs. = \$200 over night

Aircraft above 40,000 lbs. = \$300 over night

De-Icing Services - Aircraft in to de-ice will be charged a \$150 hangar fee and a \$25 tow fee

Current hangar rent is \$100 for majority of aircraft. Larger aircraft are charged \$150. We currently have no base fee for de-icing, but charge \$100 for that service.

We have no established tow fees, but occasionally will have aircraft with mechanical issues that need to be moved for repair services.

\$2,405 yearly increase based on a 5-year average of 29 hangar rentals per year

HOURLY CALL-OUT RATE

Based aircraft \$50 will cover up to 1 hour and \$50 per hour after (Minimal charge for second hour is \$50, even if it is a fraction of an hour)

Non-based aircraft \$100 will cover up to 1 hour and \$100 per hour after (minimal charge for second hour is \$100 even if it is a fraction of an hour)

After midnight, \$150 will cover up to 1 hour and \$150 per hour after (minimal charge for second hour is \$150, even if it is a fraction of an hour)

Additional staff: \$200 will cover up to one hour and \$200 per hour after (minimal charge for second hour is \$200, even if it is a fraction of an hour)

Additional staff after midnight: \$250 will cover up to 1 hour and \$250 per hour after (minimal charge for second hour is \$250, even if it is a fraction of an hour)

Anticipated increase for hourly rate is \$2,500 per year (this number has not been tracked in the past,

JET A FUEL

Increase profit margin on Jet A fuel from \$2.01 to \$2.07

\$1,800 increase based on 30,000 gallons of non-contract Jet A fuel sales

Total fee increases are anticipated to generate \$14,760, based on a five-year average

MT. PLEASANT**CBA Community Benefits Assessment****Airport Role in Economy**

Airport: Mt. Pleasant Mun.
 City: Mt. Pleasant
 Current FAA ARC: C-II
 County: Isabella
 Ownership: Public
 Scenario: Current
 Service Area: Isabella
 Run Date: 4/23/2019 6:49:14 AM

MASP Tier	Tier 1
MASP ARC	C-II

Evaluated for Year: 2018

Airport Features

Primary Runway Length	5,000
Primary Runway Width	100
Instrument Approach	Non-Precision

Activity Data

Total Operations:	7,935
Total Aircraft:	24
Total Passengers:	23,805
Total Cargo Tons:	0

On-going Contribution to the County Economy

Direct Effect	Jobs		Income (\$)		Output (\$)	
	<u>Local</u>	<u>State</u>	<u>Local</u>	<u>State</u>	<u>Local</u>	<u>State</u>
1. Airport (incl. FBO and air related tenants)	8	8	\$533,000	\$533,000	\$2,118,000	\$2,118,000
2. Airport Tenants: non-air related	0	0	\$0	\$0	\$0	\$0
3. Off-Site: Supported by Visitor Spending	5	5	\$110,000	\$110,000	\$377,000	\$377,000
4. Off-Site: Staff or Cargo Reliant	7	7	\$421,000	\$421,000	\$2,896,000	\$2,896,000
Supplier and income re-spending effects*						
5. -due to Airport and Related Activities**	7	9	\$290,000	\$288,000	\$957,000	\$1,251,000
6. -due to Visitor Spending	1	2	\$44,000	\$76,000	\$145,000	\$279,000
7. -due to Reliance on Air Transport	9	20	\$257,000	\$635,000	\$879,000	\$1,721,000
8. Total Impact from Airport Activities	37	51	\$1,655,000	\$2,063,000	\$7,372,000	\$8,642,000

Tax Generated by Aviation-Related Activity

	At-Airport	Off-Site
9. State Income Tax	\$21,000	\$16,000
10. State Sales Tax	\$202,000	\$213,000
11. Tax generated by fuel sales	\$1,536	

Annual Capital Expenditures

	Total	Federal \$	State \$	Local \$
2018 Budget:	\$658,500	\$566,550	\$57,575	\$34,375

2017 MASP Goals:

Serve Significant Population Centers	Tier 1
Serve Significant Business Centers	Tier 1
Serve Significant Tourism/Convention Centers	Tier 1
Provide Access to the General Population	Tier 1
Provide Adequate Land Area Coverage	Tier 1
Preserve Regional Capacity	Tier 2
Serve Seasonally Isolated Areas	Tier 3
Inclusion in NPIAS	

Other Attributes

* on the Service-area economy as defined by the user

** Supplier and income re-spending effects pertain only to air-related and air support activities

ARC = Airport Reference Code

NPIAS = National Plan of Integrated Airport Systems

Average visitor spending (per visitor): \$240.00

Visitor spending source: visitor survey

Mt. Pleasant City Commission

2022 Committee Assignments

Appointments Committee-meets as needed	<ol style="list-style-type: none"> 1. Mary Alsager-Chair 2. Olivia Cyman 3. George Ronan
Central Michigan Center for Recovery, Education, and Wellness (CMCREW)- meets quarterly	<ol style="list-style-type: none"> 1. Maureen Eke
Charter Committee-meets as needed	<ol style="list-style-type: none"> 1. George Ronan-Chair 2. Mary Alsager 3. Amy Perschbacher
Council of Governments-meets 3 rd Wednesday @ 7:00 p.m.	<ol style="list-style-type: none"> 1. Olivia Cyman
Intergovernmental Liaison -meets as needed	<ol style="list-style-type: none"> 1. Amy Perschbacher- Mayor 2. Olivia Cyman -Vice Mayor
International Relations/Sister City Council-meets monthly	<ol style="list-style-type: none"> 1. Maureen Eke 2. Liz Busch (alternate)
Mt. Pleasant Area Diversity Council- meeting schedule unknown	<ol style="list-style-type: none"> 1. Liz Busch
Property Committee-meets as needed	<ol style="list-style-type: none"> 1. Amy Perschbacher -Chair 2. Brian Assmann 3. Olivia Cyman

In addition, City Commission seats are available on the following boards and commissions:

Audit Committee -meets once in March and early May

1. Amy Perschbacher
2. Brian Assmann
3. George Ronan (alternate)

City/CMU Student Liaison Committee-meets quarterly/as needed

1. Mary Alsager
2. Olivia Cyman

Economic Development Corporation/Brownfield Redevelopment Authority-meets as needed

1. Amy Perschbacher
2. Mary Alsager

Principal Shopping District Board - meets monthly (City Hall)

1. George Ronan

Tax Increment Finance Authority - meets the 4th Monday of the month at 8:30 a.m. (City Hall)

1. George Ronan