



**CITY OF HARPER WOODS
REGULAR COUNCIL MEETING
DECEMBER 2, 2024
7:00 P.M.**

**19617 HARPER AVENUE, HARPER WOODS, MI 48225
CITY COUNCIL CHAMBERS**

MEETING AGENDA

- A. CALL TO ORDER - MOMENT OF SILENCE - PLEDGE OF ALLEGIANCE:**
- B. ROLL CALL:**
- C. APPROVAL OF MINUTES:**
- 1) Regular City Council meeting held on November 18, 2024
 - 2) Beautification Commission meeting held on August 26, 2024
 - 3) Brownfield Redevelopment Authority meeting held on November 20, 2024
 - 4) Planning Commission meeting held on November 20, 2024
- D. PUBLIC COMMENTS ON AGENDA ITEMS:**
- E. CONSENT AGENDA:**
- 1) Approval of Accounts Payable Listing. (\$510,592.72).
 - 2) Payment to McKenna Associates. (\$5,446.57).
 - 3) Payment to Simplified Business Solutions. (\$7,604.78).
 - 4) Payment to Uni-Dig. (\$16,920.00).
 - 5) Payment to Turf & Timber. (\$16,900.00).
 - 6) Payment to Nu Appearance Maintenance, Inc. (\$12,987.00).
 - 7) Payment to State of Michigan - EGLE. (\$5,658.03).
 - 8) Approval of Repair - Fire Department Heat Unit. (\$5,960.00).
- F. OLD BUSINESS:**
- G. NEW BUSINESS - CITY MANAGER'S REPORTS:**
- 1) Changes in Meeting Dates - 2025
- H. CALL TO AUDIENCE:**
- I. CALL TO COUNCIL:**
- J. OTHER BUSINESS:**
- K. ADJOURNMENT:**



John Szymanski, Acting City Manager

"This meeting is open to all members of the public under Michigan's Open Meetings Act."

CITY OF HARPER WOODS
CITY COUNCIL TRANSMITTAL
CITY COUNCIL MEETING OF DECEMBER 2, 2024

AGENDA EXPLANATION

E. CONSENT AGENDA:

Items 1 through 8.

Explanation/Remarks:

See attached listing.

Recommended Action:

By RESOLUTION, approve the Consent Agenda Items 1 through 8.

Respectfully Submitted  , Acting City Manager

CITY COUNCIL ACTION:	<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	
	<input type="checkbox"/> Vote	<input type="checkbox"/> Tabled	

CITY OF HARPER WOODS

CITY COUNCIL MEETING

DECEMBER 2, 2024

CONSENT AGENDA

The following items are presented under the Consent Agenda for your review and approval.

1. ACCOUNTS PAYABLE LISTING / PAYROLL VENDOR LISTING

The Accounts Payable/Payroll Vendor listing for the most recent accounting period is attached for your review and approval.

Recommended Action: By Resolution, approve the Accounts Payable/Payroll Vendor listing for Check Numbers 131340 through 131435 in the amount of \$510,592.72 as submitted by the City Manager and Finance Director, and further, authorize the Mayor and City Clerk to sign the listing.

2. PAYMENT TO MCKENNA ASSOCIATES

Attached are two invoices from McKenna Associates, Inc. for professional services. The services provided were in conjunction with the zoning ordinance update and site reviews. I have reviewed these and recommend that the payment be approved.

Recommended Action: By Resolution, approve payment to McKenna Associates, Inc. in the amount of \$5,446.57 for the professional services provided with the update to the Zoning Ordinance and on site plan reviews.

3. PAYMENT TO SIMPLIFIED BUSINESS SOLUTIONS

Attached are invoices from Simplified Business Solutions, our IT provider for the email hosting, security and backups of our computer system for the month of November. Also included are the IT support services provided to all of our departments and the purchase of cables and adapters. I have reviewed these and recommend that these payments be approved.

Recommended Action: By Resolution, approve payment to Simplified Business Solutions in the amount of \$7,604.78 for the email hosting, security and backups of our computer system for the month of and for IT support services for all departments and the purchase of adapters and cables.

4. PAYMENT TO UNI-DIG, INC.

Attached is a memorandum from the DPW Superintendent transmitting an invoice from Uni-Dig, Inc. for leaf disposal in conjunction with the curbside leaf pickup program. I have reviewed this invoice and concur with her recommendation that this payment be approved.

Recommended Action: By Resolution, approve payment to Uni-Dig, Inc. in the amount of \$16,920.00 for leaf disposal in conjunction with the curbside leaf pickup program.

5. PAYMENT TO TURF & TIMBER LLC

Attached is a memorandum from the DPW Superintendent transmitting invoices for tree removals, which includes, trimming, chipping and disposal of debris. I have reviewed these and recommend that these payments be approved.

Recommended Action: By Resolution, approve payment to Turf and Timber LLC in the amount of \$16,900.00 for the removal of dead trees, which includes trimming, chipping and disposal of debris.

6. PAYMENT TO NU APPEARANCE MAINTENANCE, INC.

Attached are invoices from Nu Appearance Maintenance, Inc. for assistance with election set-up, leaf pickup, lawn restorations and fall maintenance in various areas of the City, including the DPW, Kelly Road and the parks. I have reviewed these and recommend that these payments be approved.

Recommended Action: By Resolution, approve payments to Nu Appearance Maintenance, Inc. in the amount of \$12,987.00 for assistance with election set up, leaf pickup, lawn restorations and fall maintenance in various areas of the City.

7. PAYMENT TO STATE OF MICHIGAN - EGLE

Attached is a memorandum from the DPW Superintendent transmitting an invoice for the annual water supply fee for 2025. As her memo states, this fee was implemented in 1993 by P.A. 165. I have reviewed this and recommend that this payment be approved.

Recommended Action: By Resolution, approve payment to the State of Michigan - EGLE in the amount of \$5,658.03 for the city's annual water supply fee.

8. APPROVAL OF REPAIR - FIRE DEPARTMENT HEAT UNIT

Attached is a memorandum from the DPW Superintendent requesting approval for the repair of the heating unit in the fire department bay area. As she states, a broken steam coil needs to be replaced. I have reviewed this and recommend that this repair be approved.

Recommended Action: By Resolution, approve the request to have the fire department heating unit repaired in the amount of \$5,960.00 by K & S Ventures.



John Szymanski, Acting City Manager

Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL				
Check Type: Paper Check				
11/27/2024	131356	ADCS LLCALCOHOL & DRUG COMPL	OCT24 ALCOHOL/DRUG COMPLIANCE ADC-32A	324.00
11/27/2024	131357	ALICIA MARTIN	MIDC ATTORNEY-24-92733	90.30
			MIDC ATTORNEY-24-92733	386.00
			MIDC HOUSE COUNSEL/ON CALL-110624	291.20
			MIDC ATTORNEY-24-92901	321.30
			MIDC ATTORNEY-24HA01797	237.30
				<u>1,326.10</u>
11/27/2024	131358	ALL WELL-BEING SERVICES	PROFESSIONAL SERVICES ADC-COURT	905.00
11/27/2024	131359	ANDERSON, ECKSTEIN & WESTRICK	180-0253 BEACONSFIELD RESURF AG111824	1,321.55
			180-0303 TEMP WATER OPERATOR AG111824	4,325.27
			180-0340 2023 SAN. SEWER CLEANING AG1118	707.78
			180-0339 2024 SAN SEWER FCIPP PGM AG1118	53.90
			180-0358 PROBATION OFFICE EVAL AG111824	388.03
			180-0338 2024 MISC CONCRETE AG111824	788.72
			180-0342 2024 PAVEMENT AG111824	2,264.22
			180-0355 SIGNAL MODERN M-102/BF AG111824	59.86
			180-0255 MISS DIG AG111824	107.80
			180-0357 DIST SYS MATERIALS AG111824	5,878.14
			180-0331 2024 DWRP LEAD WATER AG111824	2,118.91
			180-0347 DWSO SEWAGE DISCH AG111824	857.03
			180-0350 CDBG SIDEWALK PROG AG111824	3,381.35
			180-0329 ROSCOMMON POCKET PARK AG111824	2,077.57
			180-0359 MDOT 8 MILE ASPHALT TREATMENT A	672.21
				<u>25,002.34</u>
11/27/2024	131360	ASSOC. OF WAYNE COUNTY CLERKS	MEMBERSHIP DUES JAN-DEC 2025- CLERK	125.00
11/27/2024	131361	CITY OF GROSSE POINTE WOODS	PROF SERVICE REIMBURSEMENT/CEW-CM	208.00
11/27/2024	131362	BARTON LAW, PLLC	MIDC HOUSE COUNSEL/ ON CALL-111124	910.00
			MIDC HOUSE COUNSEL/ON CALL-110524	500.00
			MIDC HOUSE COUNSEL/ON CALL-112624	528.50
				<u>1,938.50</u>
11/27/2024	131363	BLUE CROSS & BLUE SHIELD OF MI	MEDICAL PREM/MEDICARE DEC24-CLERK	25,526.48
11/27/2024	131364	BRODART CO.	2 LIBRARY BOOKS-YA	35.52
			6 LIBRARY BOOKS-AM	101.86
			1 LIBRARY BOOK-AM	17.62
				<u>155.00</u>
11/27/2024	131365	CENGAGE LEARNING	1 LIBRARY BOOK-AM	32.79
11/27/2024	131366	CINTAS CORPORATION #721	DPW UNIFORM RENT/CLEAN-DPW	126.17
			DPW UNIFORM RENT/CLEAN-DPW	133.62
			DPW UNIFORM RENT/CLEAN-DPW	109.40
			(4)UNIFORM (COATS)-DPW	774.97

CHECK REGISTER FOR CITY OF HARPER WOODS
 CHECK DATE FROM 11/16/2024 - 11/27/2024
 CHECK #131356 THRU 131435

Check Date	Check	Vendor Name	Description	Amount
11/27/2024	131367	CITY OF HARPER WOODS REFUSE	REFUSE VARIOUS CITY PROPERTIES	1,144.16
11/27/2024	131368	CLINTON RIVER WATERSHED COUNCI	ANNUAL MEMBERSHIP DUES 2025-CM	324.00
11/27/2024	131369	COMCAST	NOV24 MONTHLY INTERNET/PHONE CITY HALL-C	1,275.00
11/27/2024	131370	COMCAST	NOV24 MONTHLY INTERNET/PHONE KELLY RD-CH	436.09
11/27/2024	131371	COMCAST BUSINESS	NOV24 MTH RECURRING CHARGE-CLERK	852.45
11/27/2024	131372	CONTRACTORS CONNECTION	EQUIPMENT MAINT-SUPPLIES-DPW	1,040.00
11/27/2024	131373	CRANDALL-WORTHINGTON, INC.	JANITORIAL SUPPLIES-LIBRARY	1,024.70
			JANITORIAL SUPPLIES-DPW	391.99
				671.50
				<u>1,063.49</u>
11/27/2024	131374	CYNTHIA CZECH	MIDC HOUSE COUNSEL/ON CALL-111324	371.00
			MIDC HOUSE COUNSEL/ON CALL-10/25/2024	140.00
				<u>511.00</u>
11/27/2024	131375	DAPHNE R. BRADFELD/	MIDC HOUSE COUNSEL/ON CALL-110724	280.00
11/27/2024	131376	DAVIS VISION, INC.	NOV24 EMPLOYEE PREMIUM-CLERK	405.38
11/27/2024	131377	DAVONNE DARBY	MIDC ATTORNEY-24-92815A	213.00
			MIDC ATTORNEY-24-92-955	264.60
			MIDC ATTORNEY-24-92902A/B	189.00
				<u>666.60</u>
11/27/2024	131378	DELTA DENTAL PLAN OF MI	DEC24 EMPLOYEE PREMIUMS-CLERK	7,572.40
11/27/2024	131379	DORIS NEAL	MIDC ATTORNEY-24-92431	870.00
			MIDC HOUSE COUNSEL/ON CALL-111324	280.00
				<u>1,150.00</u>
11/27/2024	131380	DOXIM	OCT24 MONTHLY WATER BILLS-TR	5,773.61
11/27/2024	131381	DRIVE CREATIVE SERVICES, LLC	WATER/CASH APP PROMO SIGNS-TR	511.50
11/27/2024	131382	DTE ENERGY	OCT24 STREET LIGHTS/TRAFFIC SIGNALS-DPW	37,145.06
11/27/2024	131383	DTE ENERGY	OCT-NOV24 GAS/ELECTRIC-CITY PROPERTIES	6,086.60
11/27/2024	131384	EJS CUSTOM FABRICATION INC.	#677 EQUIPMENT REPAIR/ MAINTENANCE-DPW	500.00
11/27/2024	131385	ENGLISH GARDENS	LANDSCAPING MAINT SUPPLIES-PARKS	479.94
11/27/2024	131386	G2 CONSULTING GROUP; LLC	180-0350 CDBG SIDEWALK PGM-CM	2,274.00
11/27/2024	131387	GEORGE'S DISCOUNT AUTO PARTS	VEHICLE PARTS-MAINT-DPW	248.16
			VEHICLE PARTS-MAINT LEAF VAC-DPW	18.21
			VEHICLE PARTS-MAINT LEAF VAC PACKS-DPW	24.81
			VEHICLE PARTS-MAINT-DPW	193.92
			VEHICLE PARTS-MAINT-DPW	59.32
			VEHICLE PARTS-MAINT 620/621-DPW	433.06
			VEHICLE PARTS-MAINT 606-DPW	338.12
			VEHICLE PARTS-MAINT-DPW	84.16
			VEHICLE PARTS-MAINT-DPW	198.66
			VEHICLE PARTS-MAINT-DPW	171.90
			VEHICLE PARTS-MAINT-DPW	43.00
				<u>1,813.32</u>
11/27/2024	131388	GILBERT'S PRO HARDWARE; INC.	HARDWARE-MAINT-DPW	59.53

Check Date	Check	Vendor Name	Description	Amount
			HARDWARE-MAINT-DPW	14.94
			HARDWARE-MAINT/SUPPLIES-PARKS & REC	12.75
			COURT SUPPLIES/HARDWARE-MAINT-DPW	9.98
			COURT SUPPLIES/HARDWARE-MAINT-DPW	21.98
			COURT SUPPLIES/HARDWARE-MAINT-DPW	19.98
			COURT SUPPLIES/HARDWARE-MAINT-DPW	144.93
			CREDIT INVOICE #241-180681-DPW	(9.96)
			COURT SUPPLIES/HARDWARE-CREDIT-DPW	(10.99)
				<u>263.14</u>
			#643 EQUIPMENT REPAIR/ MAINTENANCE-DPW	188.00
			OC24 TELEPHONE SYSTEM LEASE-CH	1,031.98
			180-0350 CDBG SIDEWALK RPL PGRM AG111824	139,416.03
			OCT IWC CHARGES-TR	1,878.60
			OCT24 WATER PURCHASES 4246 MCF-TR	84,031.18
				<u>416.25</u>
			#3 HW 11/21 SYN REG MTG-CLERK	194.25
			#2 HW 11/14 1 DBOR 12-10-CLERK	166.50
			2 HW 11/28 POLICE AUCTION-CLERK AD	777.00
				<u>743.01</u>
			OFFICE SUPPLIES-HWPD	316.40
			MIDC HOUSE COUNSEL/ON CALL-111524	588.00
			MIDC HOUSE COUNSEL/ON CALL-111924	904.40
				<u>280.00</u>
			MIDC HOUSE COUNSEL/ON CALL-110824	176.40
			MIDC ATTORNEY-24-92950	151.20
			MIDC ATTORNEY-21-90791	119.70
			MIDC ATTORNEY-24-929	727.30
				<u>150.00</u>
			SERVICE CALL LEAK IN HWPDP-DPW	245.00
			SER CALL: REPAIR WIRE TO TRANSFORMER-DPW	905.00
			BOILER START UP-DPW	1,300.00
				<u>5,361.31</u>
			DEC24 EMPLOYEE/RETIREE PREMIUM-CLERK	175.00
			PROG INSTRUCTOR-MANGA DRAWING LIBRARY	275.00
			SERVICES FOR ADC-32A	400.00
			NOVEMBER 5, 2024 ELECTION INSPECTOR-CL	200.00
			VISITING JUDGE-32A	507.13
			OFFICE SUPPLIES-DPW	14.64
			OFFICE SUPPLIES-DPW	521.77
				<u>256.99</u>
			OCT24 USER FEES-HWPD	6,925.26
			#622 STREET SWEEPER MAINT AG081224-DPW	25.00
			ANNUAL MAMC MEMBERSHIP DUES BAL DUE-CLER	150.00
			2024 FALL CONFERENCE REG-COMM DEV.	100.00
			2025 MEMBERSHIP FEE/RENEWAL	
				<u>131389</u>
			GOLLING	131390
			GRAYBAR FINANCIAL SERVICES	131391
			GREAT LAKES CONTRACTING SOLUTIONS	131392
			GREAT LAKES WATER AUTHORITY	131393
			GREAT LAKES WATER AUTHORITY	
				<u>131394</u>
			GROSSE POINTE NEWS	131394
				<u>131395</u>
			INSIGHT PUBLIC SECTOR, INC.	131396
			JOHN CAHALAN	131397
			JOHN GERLACH	131398
			K & S VENTURES, INC.	131399
				131400
			KANSAS CITY LIFE	131401
			KAYLA GILLERY	131402
			KHARI HATCHETT	131403
			LASHARA CLEMONS	
			LAURA MACK	131404
			LB OFFICE SUPPLY	131405
				131406
			LEXISNEXIS RISK DATA MGT, LLC	131407
			MACQUEEN EQUIPMENT/EMERGENCY	131408
			MAMC	131409
			MICHIGAN ECONOMIC DEVELOPMENT	
			MICHIGAN STATE FIREMEN'S ASSOC	

Check Date	Check	Vendor Name	Description	Amount
11/27/2024	131410	MULLIGANS LAWN SERVICE	WEEKLY LAWN CUTTINGS-DPW WEEKLY LAWN CUTTINGS-DPW	130.00 130.00
				<u>260.00</u>
11/27/2024	131411	ODP BUSINESS SOLUTIONS, LLC-CLERK	OFFICE SUPPLIES-DPW	2,379.84
11/27/2024	131412	ON TIME SUPPLIES	MISC BREAK RM/OFFICE SUPPLIES-CM	227.34
11/27/2024	131413	ORKIN	09/24 MONTHLY PEST CONTROL-KELLY RD-DPW	90.00
11/27/2024	131414	ORKIN	10/24 MONTHLY PEST CONTROLS-DPW	40.00
11/27/2024	131415	PARAGON LABORATORIES, INC	EGLE WATER TESTING-DPW	254.00
11/27/2024	131416	PENN CARE, INC.	EMERG MEDICAL SUPPLIES-HWFD	258.17
			EMERG MEDICAL SUPPLIES-HWFD	5.20
			EMERG MEDICAL SUPPLIES-HWFD	86.20
			EMERG MEDICAL SUPPLIES-HWFD	156.60
			EMERG MEDICAL SUPPLIES-HWFD	42.90
			EMERG MEDICAL SUPPLIES-HWFD	69.75
				<u>618.82</u>
11/27/2024	131417	PIRTEK MADISON HEIGHTS	EQUIPMENT MAINT-PARTS-DPW	19.67
11/27/2024	131418	PITNEY BOWES GLOBAL FINANCIAL	SEP-DEC 2024 POSTAGE METER LEASE-CM	930.75
11/27/2024	131419	POWER HYDRAULICS LLC	#677 REPAIRS TO CYLINDER-DPW	400.00
11/27/2024	131420	PRIORITY WASTE LLC	OCT24 RESIDENTIAL TRASH COLL-DPW	46,517.00
11/27/2024	131421	SAFEBUILD, INC.	OCT24 PROFESSIONAL SVCS AG11824-CM	31,823.82
11/27/2024	131422	SHORTER, ERIC II	2024 Sum Tax Refund 42 002 04 0113 000	1,285.96
11/27/2024	131423	SIR SPEEDY #6310	2000 TRASH CAN/GRASS NOTICES/TAGS-DPW	246.64
			1000 ENVELOPES/OFFICE SUPPLY-DPW	228.90
				<u>475.54</u>
11/27/2024	131424	ASCENSION MICHIGAN EMPLOYER	2 EMPLOYEE PHYSICAL EXAM-CLERK	254.00
11/27/2024	131425	SOULLIERE GARDEN CENTER	TOP SOIL 40# GARDEN MAGIC-DPW	43.10
11/27/2024	131426	STATE OF MICHIGAN	EMS APP FEE/VEHICLE LIC FEE-HWFD	150.00
11/27/2024	131427	STATE OF MICHIGAN	ANNU COMMUNITY WATER SUPPLY FEE-DPW	5,658.03
11/27/2024	131428	TANEESHA BRANTLEY	KELLY RD MINT-112424-DPW	150.00
			KELLY RD MAINT-111724/112124-DPW	200.00
			KELLY RD MAINT-111424-DPW	50.00
				<u>400.00</u>
11/27/2024	131429	THOMAS W. JAKUC	MIDC HOUSE COUNSEL/ON CALL-112124	896.00
11/27/2024	131430	TOSHIBA FINANCIAL SERVICES	NOV-DEC24 COPIER METER READING-DC	94.23
11/27/2024	131431	UNIQUE	OCT2024 LIBRARY PLACEMENTS-LIBRARY	46.60
11/27/2024	131432	VASSAL JOHNSON II	MIDC ATTORNEY-23-HA00846	1,007.80
			MIDC ATTORNEY-24-92796A	537.60
			MIDC ATTORNEY-24-92895	511.40
			MIDC ATTORNEY-23-91689	520.80
			MIDC ATTORNEY-24-92953	88.20
			MIDC ATTORNEY-24-92877A1	1,021.60
				<u>3,687.40</u>
11/27/2024	131433	VILLAGE LOCK & HOME REPAIR	NEW LOCK MENS RESTROOM-LIBRARY	125.00

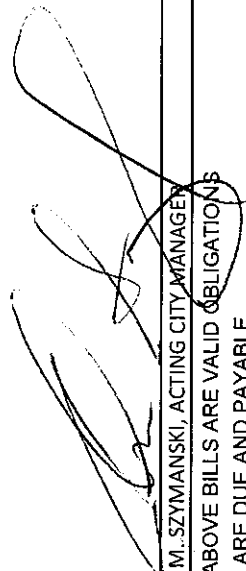
Check Date	Check	Vendor Name	Description	Amount
11/27/2024	131434	VINCENT VANTIEM	MIDC HOUSE COUNSEL/ON CALL-111124 MIDC HOUSE COUNSEL/ON CALL-112524	280.00 665.00 <hr/> 945.00
11/27/2024	131435	WAYNE COUNTY	SEPT24 TRAFFIC SIGNAL MAINTENANCE-DPW Total Paper Check:	262.29 <hr/> 471,407.87

GEN TOTALS:

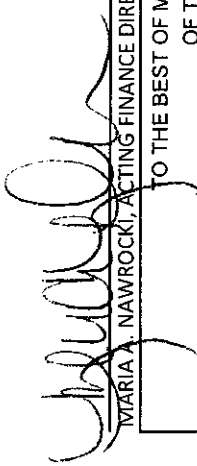
Total of 80 Checks:
 Less 0 Void Checks:
 Total of 80 Disbursements:

471,407.87
 0.00

 471,407.87



JOHN M. SZYMANSKI, ACTING CITY MANAGER



MARIA NAWROCKI, ACTING FINANCE DIRECTOR

TO THE BEST OF MY KNOWLEDGE AND BELIEF THE ABOVE BILLS ARE VALID OBLIGATIONS OF THE CITY OF HARPER WOODS AND ARE DUE AND PAYABLE

LESLIE M. FRANK, CITY CLERK

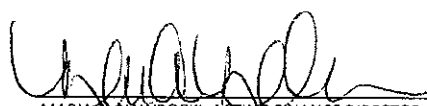
VALERIE J. KINDLE, MAYOR

BY RESOLUTION THE BILLS PROCESSED PRESENTED ABOVE ARE HEREBY APPROVED FOR PAYMENT AT THE REGULAR COUNCIL MEETING

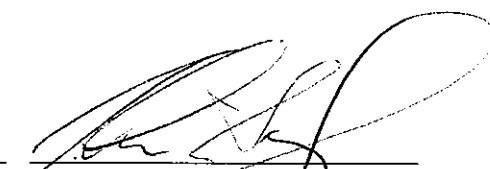
PAYROLL DEDUCTION CHECK REGISTER FOR CITY OF HARPER WOODS
 FOR CHECK DATES 11/16/2024 thru 11/27/2024
 CHECK NUMBERS 131340 thru 131355

Check Date	Check#	Vendor Name	Description	Amount
11/21/2024	131340	AFLAC	P/R DEDUCTIONS W/H 11/21/2024	743.74
11/21/2024	131341	AMERICAN FIDELITY ASSURANCE	P/R DEDUCTIONS W/H 11/21/2024	1,974.30
11/21/2024	131342	COLONIAL LIFE INSURANCE	P/R DEDUCTIONS W/H 11/21/2024	52.66
11/21/2024	131343	FRATERNAL ORDER OF POLICE #102	P/R DEDUCTIONS W/H 11/21/2024	72.00
11/21/2024	131344	FRATERNAL ORDER OF POLICE LABOR COUNCIL	P/R DEDUCTIONS W/H 11/21/2024	789.00
11/21/2024	131345	HWPOA	P/R DEDUCTIONS W/H 11/21/2024	240.00
11/21/2024	131346	IAFF LOCAL #1188	P/R DEDUCTIONS W/H 11/21/2024	720.00
11/21/2024	131347	MISSION SQUARE	P/R DEDUCTIONS W/H 11/21/2024	9,933.00
11/21/2024	131348	MISDU	P/R DEDUCTIONS W/H 11/21/2024	1,463.22
11/21/2024	131349	NATIONWIDE 457 COMPENSATION PLAN	P/R DEDUCTIONS W/H 11/21/2024	799.00
11/21/2024	131350	POLICE OFFICERS ASSOCIATION OF MI	P/R DEDUCTIONS W/H 11/21/2024	479.36
11/21/2024	131351	STATE OF MICHIGAN	P/R DEDUCTIONS W/H 11/21/2024	21,352.83
11/21/2024	131352	THIN BLUE LINE OF MICHIGAN	P/R DEDUCTIONS W/H 11/21/2024	10.00
11/21/2024	131353	TEXASLIFE, INSURANCE CO	P/R DEDUCTIONS W/H 11/21/2024	239.24
11/21/2024	131354	TPOAM	P/R DEDUCTIONS W/H 11/21/2024	315.00
11/21/2024	131355	UNITED WAY	P/R DEDUCTIONS W/H 11/21/2024	1.50

GRAND TOTAL \$39,184.85



 MARIA A. NAWROCKI, ACTING FINANCE DIRECTOR



 JOHN M. SZYMANSKI, ACTING CITY MANAGER

TO THE BEST OF MY KNOWLEDGE AND BELIEF THE ABOVE PAYROLL DEDUCTIONS ARE VALID OBLIGATIONS OF THE CITY OF HARPER WOODS AND ARE DUE AND PAYABLE

 LESLIE M. FRANK, CITY CLERK

 VALERIE J. KINDLE, MAYOR

BY RESOLUTION THE PAYROLL LIABILITIES PROCESSED ARE PRESENTED ABOVE ARE HEREBY APPROVED FOR PAYMENT AT THE REGULAR COUNCIL MEETING



MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

Ms. Leslie Frank
City Clerk
City of Harper Woods
19617 Harper Ave.
Harper Woods, MI 48225

November 22, 2024
Invoice No: 95008 - 93

Project 95008 Harper Woods Ongoing Planning and Zoning Services
Professional Services from October 1, 2024 to October 31, 2024

RETAINER SERVICES

Address questions and assist the Community and Economic Development department with grant reporting etc.

Consultation regarding Grosse Pointe Animal Adoption potential application.

474.07

Total

\$474.07

HOURLY-RATED SERVICES

	Hours	Rate	Amount
Senior Principal Planner			
Conduct pre-application meeting for 19992 Kelly.	1.00	110.00	110.00
Associate Planner			
Address zoning questions for 20050 Harper, Animal Adoption center.	1.00	68.00	68.00
Attend pre-development meeting with the applicant for 20502 Harper Avenue.	1.00	68.00	68.00
Attend the pre-application meeting with Detroit Edge Management for 19992 Kelly Road.	1.00	68.00	68.00
Conduct zoning review for 19550 Kelly.	.50	68.00	34.00
Address zoning questions for 20050 Harper, Animal Adoption center.	.25	68.00	17.00
Total			\$365.00
Invoice Total			\$839.07

Outstanding Invoices

Number	Date	Balance
85	4/18/2024	898.07
Total		\$898.07

THANK YOU. Please remit to above address and indicate project number on voucher.

cc: Mr. John Szymnaski



MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

November 22, 2024

City of Harper Woods
19617 Harper Ave.
Harper Woods, MI 48225

Invoice No: 24-032 - 7

Project 24-032 Harper Woods Zoning Ordinance

TOTAL CONTRACT AMOUNT \$87,000.

Professional Services from October 1, 2024 to October 31, 2024

Task 1 - Project Initiation and Training

Contract Amount

Total Fee	2,500.00		
Percent Complete	100.00	Total Earned	2,500.00
		Previous Fee Billing	2,500.00
		Total Fee	0.00

Task 2 - Steering Committee Creation

Contract Amount

Total Fee	3,000.00		
Percent Complete	100.00	Total Earned	3,000.00
		Previous Fee Billing	3,000.00
		Total Fee	0.00

Task 3 - Zoning Diagnostic Report

Contract Amount

Total Fee	15,500.00		
Percent Complete	67.50	Total Earned	10,462.50
		Previous Fee Billing	9,455.00
		Total Fee	\$1,007.50

Task 4 - Public Engagement

Contract Amount

Total Fee	12,000.00		
Percent Complete	15.00	Total Earned	1,800.00
		Previous Fee Billing	1,200.00
		Total Fee	\$600.00

Task 5 - Zoning Ordinance First Draft

Contract Amount

Total Fee	15,000.00		
Percent Complete	27.00	Total Earned	4,050.00
		Previous Fee Billing	1,050.00
		Total Fee	\$3,000.00

Task 6 - Public Hearings and Adoption

Contract Amount

Total Fee	2,000.00			
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Total Fee		0.00

Task 8 - Additional Project Funds

Contract Amount

Total Fee	37,000.00			
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Total Fee		0.00

Invoice Total \$4,607.50

THANK YOU. Please remit to above address and indicate project number on voucher.



Simplified Business Solutions, LLC
 310 Huron Ave.
 Suite 3
 Port Huron, MI 48060
 (810) 990-4479

Bill To:
City of Harper Woods Attn: Leslie Frank 19617 Harper Harper Woods, MI 48225 United States

Date	Invoice
11/01/2024	6356
Account	
SBS4-20	

Terms	Due Date	PO Number	Reference	
Net 30 days	12/01/2024	36002	Monthly Billing for November	38-6005461
SMS Professional includes - 4 Hours Monthly - Technical assistance (onsite or remote) *Additional hours billed at \$85/hr*				

Managed Services Details	Quantity	Price	Amount
Agreement SMS-E-Managed Services Enterprise			\$340.00
RMM Auto-Created Managed Network Computer	81.00	\$3.25	\$263.25
Anti-virus, Malware Protection, and Reporting	81.00	\$2.25	\$182.25
DNS gateway filtering software (additional web site/browser protection)	81.00	\$2.25	\$182.25
M365 Business Basic	4.00	\$7.00	\$28.00
M365 Business Premium - Email & Desktop Software (70 - HarperWoods / 11- 32aDC)	83.00	\$20.50	\$1,701.50
Microsoft 365 Azure Protection Premium	1.00	\$4.00	\$4.00
Security Awareness Training	61.00	\$4.00	\$244.00
HWoods City Server Backup	1.00	\$275.00	\$275.00
HWoods PD Server backup service	6.00	\$37.50	\$225.00
D32A Court Backup	2.00	\$37.50	\$75.00
Monthly Website Maintenance (New for City) with monthly DNS (\$5)	1.00	\$164.99	\$164.99
Monthly Website Maintenance (New for Court) with monthly DNS (\$7.50)	1.00	\$117.49	\$117.49
City YouTube Channel through Google Workspace	1.00	\$59.99	\$59.99
Fortify Advanced Security Protection	6.00	\$29.99	\$179.94
Adobe Pro Enterprise	7.00	\$22.99	\$160.93
ScreenConnect Annual Subscription (Billed Monthly) - 6 licenses Remote access for (Assessing/John/Micki/Finance Laptop/Court)	6.00	\$15.00	\$90.00
Total Managed Services Details:			\$4,293.59
Make checks payable to Simplified Business Solutions, LLC		Invoice Subtotal:	\$4,293.59
		Sales Tax:	\$0.00



Simplified Business Solutions, LLC
 310 Huron Ave.
 Suite 3
 Port Huron, MI 48060
 (810) 990-4479

Bill To:
City of Harper Woods Attn: Leslie Frank 19617 Harper Harper Woods, MI 48225 United States

Date	Invoice
11/01/2024	6383
Account	
SBS4-20	

Terms	Due Date	PO Number	
Net 30 days	12/01/2024		38-6005461

Services	Work Type	Hours	Rate
<u>Agreement Billable Time: SMS-E-Managed Services Enterprise</u>			
Technician I	Regular	3.75/37.25	0.00/85.00
Technician I	Remote	0.25	85.00
Total Services:			\$3,506.25

Products & Other Charges	Quantity	Price	Amount
<u>Agreement: SMS-E-Managed Services Enterprise</u>			
Power Adapter - Laptop: 65W Dell USB-C Laptop A/C Adapter Irma's replacement for lost adapter	1.00	\$49.99	\$49.99
HDMI Cable - 6-10': HDMI Cable - 6-10' Used for PC to Outside courtroom TV	1.00	\$19.99	\$19.99
Video Cable - DP to HDMI: Video Cable - DP to HDMI - 6inches Used for outside PC to TV connection	1.00	\$14.99	\$14.99
HDMI Cable - 6-10': HDMI Cable - 6-10' Used for TV connection inside courtroom	1.00	\$19.99	\$19.99
Video Cable - DP to HDMI: Video Cable - DP to HDMI - 6inches Used for TV connection inside court room	1.00	\$14.99	\$14.99
Power Strip: Power Strip 10-15ft Cord 6 Outlet TAP surge suppressor	1.00	\$24.99	\$24.99
Total Products & Other Charges:			\$144.94

Adjustments	Quantity	Amount
<u>Recurring Revenue: SMS-E-Managed Services Enterprise</u>		
Services	(4)	-\$340.00
Total Adjustments:		-\$340.00

Pricing above reflects approximate 20% savings Make checks payable to Simplified Business Solutions, LLC	Invoice Subtotal:	\$3,311.19
	Sales Tax:	\$0.00
	Invoice Total:	\$3,311.19
	Payments:	\$0.00
	Credits:	\$0.00
	Balance Due:	\$3,311.19

Uni-Dig Inc.

21600 Quinn Rd.
Clinton Twp., MI 48035

586 791-4010
586 791-7891

Invoice

Date	Invoice #
11/18/2024	130464

Bill To
Harper Woods (City of) 19617 Harper Woods Harper Woods, MI 48225-2095

P.O. No.	Terms	Project
36598		

Item	Quantity	Ticket Date	Description	Ticket #	Rate	Amount
Leaves Drop...	150	11/15/2024	150Yds Leaves Dropped	137147-137146	12.00	1,800.00
			TRUCKS # -415434-416455	137145-137143-137148		

**CITY OF HARPER WOODS
RECEIVED
NOV 20 2024**

PO# _____
ACCT# _____
AUTHORIZED BY _____

--

Total	\$1,800.00
--------------	-------------------

Uni-Dig Inc.

21600 Quinn Rd.
Clinton Twp., MI 48035

586 791-4010
586 791-7891

Invoice

Date	Invoice #
11/15/2024	130458

Bill To
Harper Woods (City of) 19617 Harper Woods Harper Woods, MI 48225-2095

P.O. No.	Terms	Project
36598		

Item	Quantity	Ticket Date	Description	Ticket #	Rate	Amount
Leaves Drop...	150	11/14/2024	150Yds Leaves Dropped	137141-137140	12.00	1,800.00
			TRUCKS # - 416465-416457	137139-137138-137136		

CITY OF HARPER WOODS
RECEIVED
NOV 19 2024

PO# _____
OFF# _____

RECEIVED
NOV 19 2024
DPW - CITY OF HARPER WOODS

Total	\$1,800.00
--------------	-------------------

Uni-Dig Inc.

21600 Quinn Rd.
Clinton Twp., MI 48035

586 791-4010
586 791-7891

Invoice

Date	Invoice #
11/14/2024	130441

Bill To
Harper Woods (City of) 19617 Harper Woods Harper Woods, MI 48225-2095

P.O. No.	Terms	Project
36598		

Item	Quantity	Ticket Date	Description	Ticket #	Rate	Amount
Leaves Drop...	150	11/13/2024	Yds Leaves Dropped	137123-13712 5-137124	12.00	1,800.00
			TRUCK # 416455-416466	137130-13713 1		
CITY OF HARPER WOODS RECEIVED NOV 18 2024						
PO# _____ ACCT# _____ AUTHORIZED BY _____						

--

Total	\$1,800.00
--------------	-------------------

Uni-Dig Inc.

21600 Quinn Rd.
Clinton Twp., MI 48035

586 791-4010
586 791-7891

Invoice

Date	Invoice #
11/14/2024	130440

Bill To
Harper Woods (City of) 19617 Harper Woods Harper Woods, MI 48225-2095

P.O. No.	Terms	Project
36598		

Item	Quantity	Ticket Date	Description	Ticket #	Rate	Amount
Leaves Drop...	180	11/12/2024	180 Yds Leaves Dropped	137110-137109-137111	12.00	2,160.00
			TRUCK # 416458-416047-416458	137107-137113-137114		
<p>CITY OF HARPER WOODS RECEIVED NOV 18 2024</p> <p>PO# _____ ACCT# _____ AUTHORIZED BY _____</p>						

--

Total	\$2,160.00
--------------	-------------------

Uni-Dig Inc.

21600 Quinn Rd.
Clinton Twp., MI 48035

586 791-4010
586 791-7891

Invoice

Date	Invoice #
11/8/2024	130428

Bill To
Harper Woods (City of) 19617 Harper Woods Harper Woods, MI 48225-2095

P.O. No.	Terms	Project
36598		

Item	Quantity	Ticket Date	Description	Ticket #	Rate	Amount
Leaves Drop...	120	11/8/2024	120Yds Leaves Dropped	135288-135289	12.00	1,440.00
			TRUCK #'S - 416456-416459-416459-416460	135287-135285		

CITY OF HARPER WOODS
RECEIVED

NOV 19 2024

PO# _____
ACCT# _____
AUTHORIZED BY _____

RECEIVED

NOV 19 2024

DFW - CITY OF
HARPER WOODS

Total	\$1,440.00
--------------	-------------------

Uni-Dig Inc.

21600 Quinn Rd.
Clinton Twp., MI 48035

586 791-4010
586 791-7891

Invoice

Date	Invoice #
11/8/2024	130404

Bill To
Harper Woods (City of) 19617 Harper Woods Harper Woods, MI 48225-2095

P.O. No.	Terms	Project
36598		

Item	Quantity	Ticket Date	Description	Ticket #	Rate	Amount
Leaves Drop...	180	11/7/2024	180Yds Leaves Dropped	137188-13527 3-135272	12.00	2,160.00
			TRUCK # 416457	135275-13528 2-135281		
			TRUCK # 416458			
			TRUCK # 416460			

CITY OF HARPER WOODS
RECEIVED

NOV 12 2024

PO# _____
ACCT# _____
AUTHORIZED BY _____

Total	\$2,160.00
--------------	-------------------

Uni-Dig Inc.

21600 Quinn Rd.
Clinton Twp., MI 48035

586 791-4010
586 791-7891

Invoice

Date	Invoice #
11/8/2024	130403 - B

Bill To
Harper Woods (City of) 19617 Harper Woods Harper Woods, MI 48225-2095

P.O. No.	Terms	Project
36598		

Item	Quantity	Ticket Date	Description	Ticket #	Rate	Amount
Leaves Drop...	210	11/6/2024	30Yds Leaves Dropped	135259-13526 7-135265	12.00	2,520.00
			TRUCK # 416458	135262-13718 4-135269 135258		

CITY OF HARPER WOODS
RECEIVED

NOV 12 2024

PO# _____
ACC# _____
ACT. ON _____

Total	\$2,520.00
--------------	-------------------

Uni-Dig Inc.

21600 Quinn Rd.
Clinton Twp., MI 48035

586 791-4010
586 791-7891

Invoice

Date	Invoice #
11/8/2024	130403

Bill To
Harper Woods (City of) 19617 Harper Woods Harper Woods, MI 48225-2095

P.O. No.	Terms	Project
36598		

Item	Quantity	Ticket Date	Description	Ticket #	Rate	Amount
Leaves Drop...	30	11/5/2024	30Yds Leaves Dropped TRUCK 416464	135255	12.00	360.00
			CITY OF HARPER WOODS RECEIVED NOV 12 2024 PO# _____ ACCT# _____ AUTHCRIZEDBY _____			

--

Total	\$360.00
--------------	-----------------

Uni-Dig Inc.

21600 Quinn Rd.
Clinton Twp., MI 48035

586 791-4010
586 791-7891

Invoice

Date	Invoice #
11/5/2024	130393

Bill To
Harper Woods (City of) 19617 Harper Woods Harper Woods, MI 48225-2095

P.O. No.	Terms	Project
36598		

Item	Quantity	Ticket Date	Description	Ticket #	Rate	Amount
Leaves Drop...	180	11/4/2024	Yds Leaves Dropped	137173-13717 4-137175	12.00	2,160.00
			TRUCK # 416458-416462	137176-13717 9-137178		
			DROPPED 6 X TIMES			

CITY OF HARPER WOODS
RECEIVED

NOV 18 2024

PO# _____
ACCT# _____
AUTHORIZED BY _____

Total

\$2,160.00

Uni-Dig Inc.

21600 Quinn Rd.
Clinton Twp., MI 48035

586 791-4010
586 791-7891

Invoice

Date	Invoice #
11/5/2024	130392

Bill To
Harper Woods (City of) 19617 Harper Woods Harper Woods, MI 48225-2095

P.O. No.	Terms	Project
36598		

Item	Quantity	Ticket Date	Description	Ticket #	Rate	Amount
Leaves Drop...	60	11/1/2024	Yds Leaves Dropped	137167-13716 4	12.00	720.00
			TRUCK # 416457 2X DROP			
CITY OF HARPER WOODS RECEIVED NOV 18 2024 PO# _____ ACCT# _____ AUTHORIZED BY _____						

--

Total	\$720.00
--------------	-----------------



21715 HARPER AVENUE, ST. CLAIR SHORES, MI 48080
313-885-9292

TREE SERVICE INVOICE

<p>SERVICE ADDRESS:</p> <p>20284 WASHTENAW HARPER WOODS MI 48225</p> <p>INVOICE NO.: 1585 DATE: NOVEMBER 4, 2024</p>	<p>BILL TO:</p> <p>DEPT OF PUBLIC WORKS HARPER WOODS MI 48225</p> <p>EMAIL: HWDPW@HARPERWOODS.NET</p>
--	---

JOB DESCRIPTION	PRICE
10-8-2024 – REMOVE DEAD ELM + STUMP	\$5,000.00
*INCLUDING CHIPPING BRUSH, HAULING WOOD AND CLEAN UP	

AMOUNT DUE UPON RECEIPT	\$5,000.00
--------------------------------	-------------------

PLEASE MAKE CHECK PAYABLE TO:

TURF & TIMBER LLC
21715 HARPER AVE
ST CLAIR SHORES MI 48080

THANK YOU FOR YOUR BUSINESS!

RECEIVED

NOV 4 2024

DPW - CITY OF
HARPER WOODS



21715 HARPER AVENUE, ST. CLAIR SHORES, MI 48080
313-885-9292

TREE SERVICE INVOICE

SERVICE ADDRESS: 20015 FLEETWOOD HARPER WOODS MI 48225 INVOICE NO.: 1583 DATE: NOVEMBER 4, 2024	BILL TO: DEPT OF PUBLIC WORKS HARPER WOODS MI 48225 EMAIL: HWDPW@HARPERWOODS.NET
---	---

JOB DESCRIPTION	PRICE
10-1-2024 – (2 TREES ON PEERLESS) – (1) TRIM DEAD, REMOVE LIMB OVER HOUSE	\$1,400.00
(2) REMOVAL + STUMP- ROTTED, CAVITIES, HOLLOW	\$3,600.00
*INCLUDING CHIPPING BRUSH, HAULING WOOD AND CLEAN UP	
AMOUNT DUE UPON RECEIPT	\$5,000.00

PLEASE MAKE CHECK PAYABLE TO:

TURF & TIMBER LLC
21715 HARPER AVE
ST CLAIR SHORES MI 48080

THANK YOU FOR YOUR BUSINESS!

RECEIVED

NOV 4 2024

DPW - CITY OF
HARPER WOODS



21715 HARPER AVENUE, ST. CLAIR SHORES, MI 48080
313-885-9292

TREE SERVICE INVOICE

SERVICE ADDRESS: 20614 WASHTENAW HARPER WOODS MI 48225 INVOICE NO.: 1584 DATE: NOVEMBER 4, 2024	BILL TO: DEPT OF PUBLIC WORKS HARPER WOODS MI 48225 EMAIL: HWDPW@HARPERWOODS.NET
--	--

JOB DESCRIPTION	PRICE
10-7-2024 -- REMOVE LOCUST + STUMP	\$1,600.00
ADDITIONAL STUMP GRINDING	\$400.00
*INCLUDING CHIPPING BRUSH, HAULING WOOD AND CLEAN UP	
AMOUNT DUE UPON RECEIPT	\$2,000.00

PLEASE MAKE CHECK PAYABLE TO:

TURF & TIMBER LLC
21715 HARPER AVE
ST CLAIR SHORES MI 48080

THANK YOU FOR YOUR BUSINESS!

RECEIVED

NOV 4 2024

DPW - CITY OF
HARPER WOODS



21715 HARPER AVENUE, ST. CLAIR SHORES, MI 48080
313-885-9292

TREE SERVICE INVOICE

<p>SERVICE ADDRESS:</p> <p>21356 PRESTWICK HARPER WOODS MI 48225</p> <p>INVOICE NO.: 1587 DATE: NOVEMBER 4, 2024</p>	<p>BILL TO:</p> <p>DEPT OF PUBLIC WORKS HARPER WOODS MI 48225</p> <p>EMAIL: HWDPW@HARPERWOODS.NET</p>
--	---

JOB DESCRIPTION	PRICE
10-14-2024 – WATERMAIN SEEPER – HYDRANT SERVICE – PRIORITY SERVICE – REMOVAL + STUMP	\$3,200.00
*INCLUDING CHIPPING BRUSH, HAULING WOOD AND CLEAN UP	
AMOUNT DUE UPON RECEIPT	\$3,200.00

PLEASE MAKE CHECK PAYABLE TO:

TURF & TIMBER LLC
21715 HARPER AVE
ST CLAIR SHORES MI 48080

THANK YOU FOR YOUR BUSINESS!

RECEIVED

NOV 4 2024

DPW - CITY OF
HARPER WOODS



21715 HARPER AVENUE, ST. CLAIR SHORES, MI 48080
313-885-9292

TREE SERVICE INVOICE

SERVICE ADDRESS: 19007 ELKHART HARPER WOODS MI 48225 INVOICE NO.: 1588 DATE: NOVEMBER 4, 2024	BILL TO: DEPT OF PUBLIC WORKS HARPER WOODS MI 48225 EMAIL: HWDPW@HARPERWOODS.NET
--	--

JOB DESCRIPTION	PRICE
10-31-2024 – (2) MAPLES – TRIM DEAD, SUCKER GROWTH *INCLUDING CHIPPING BRUSH, HAULING WOOD AND CLEAN UP	\$800.00
AMOUNT DUE UPON RECEIPT	\$800.00

PLEASE MAKE CHECK PAYABLE TO:

TURF & TIMBER LLC
21715 HARPER AVE
ST CLAIR SHORES MI 48080

THANK YOU FOR YOUR BUSINESS!

RECEIVED

NOV 4 2024

DPW - CITY OF
HARPER WOODS



21715 HARPER AVENUE, ST. CLAIR SHORES, MI 48080
313-885-9292

TREE SERVICE INVOICE

SERVICE ADDRESS: 20220 ELKHART HARPER WOODS MI 48225 INVOICE NO.: 1589 DATE: NOVEMBER 4, 2024	BILL TO: DEPT OF PUBLIC WORKS HARPER WOODS MI 48225 EMAIL: HWDPW@HARPERWOODS.NET
---	---

JOB DESCRIPTION	PRICE
11-1-2024 – TRIM DEAD, SUCKERS *INCLUDING CHIPPING BRUSH, HAULING WOOD AND CLEAN UP	\$900.00
AMOUNT DUE UPON RECEIPT	\$900.00

PLEASE MAKE CHECK PAYABLE TO:

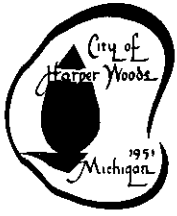
TURF & TIMBER LLC
21715 HARPER AVE
ST CLAIR SHORES MI 48080

THANK YOU FOR YOUR BUSINESS!

RECEIVED

NOV 4 2024

DPW - CITY OF
HARPER WOODS



City of Harper Woods
19617 Harper Avenue
Harper Woods, Michigan 48225-2095

313.343.2500

www.harperwoodscity.org

Mayor:
Valerie Kindle

Mayor Pro Tem:
Regina Williams

City Council:
Vivian M. Sawicki
Cheryl Costantino
Ivery Toussant, Jr.
Tom Jenny
Gerianne LaPratt

Acting City Manager:
John Szymanski

City Clerk:
Leslie M. Frank

November 22, 2024

TO: John Syzmanski,

FROM: Christine Skerritt, Parks and Recreation Director

RE: Lawn Service Invoice over \$5,000.00

Mr. Syzmanski,

Please submit to the council, to pay Nu Appearance Maintenance, Inc. \$6,940.00 for lawn cutting and leaf clean up.

Detailed invoice attached.

Sincerely,

Christine Skerritt

Parks and Recreation

NU APPEARANCE MAINTENANCE, INC.

19942 Harper Avenue
Harper Woods, MI 48225

(313) 884-0515 Fax (313) 886-7276
nuappearance@comcast.net

Invoice

Date	Invoice #
10/31/2024	32513
Terms	Due Date
Net 30	11/30/2024

H.W. Parks and Recreation Dept.
Chris Skerritt
20221 Beaconsfield
Harper Woods, MI 48225

Please detach and enclose this portion with your payment.

P.O. #	Rep	Amt. Enclosed
36618	SAK	

Qty	Description	Rate	Amount
2	City Hall & Fire Dept. 10/22, 10/29 Commercial lawn cutting	65.00	130.00
1	Leaves Cleanup 10/29	240.00	240.00
2	Public Library. 10/22, 10/29 Commercial lawn cutting	56.00	112.00
1	Leaves Cleanup 10/29	95.00	95.00
2	Annex's (2) on Old Homestead. 10/22, 10/29 Commercial lawn cutting (\$15.00 each)	30.00	60.00
1	Leaves Cleanup 10/29	120.00	120.00
2	D.P.W. Field. 10/21, 10/28 Commercial lawn cutting	72.00	144.00
2	Pump Stations (3) 10/22, 10/29 Commercial lawn cutting (\$15.00 each)	45.00	90.00
2	Harper/Hollywood Lot 10/22, 10/29 Commercial lawn cutting	15.00	30.00
4	Leaves Cleanup 10/29	25.00	100.00
1	Old Eight Mile Triangle 10/21, no cut 10/28 Commercial lawn cutting	44.00	44.00
3	Johnston Park w/Veterans Memorial 10/17, 10/24, 10/31 Commercial lawn cutting	495.00	1,485.00
1	Leaves Cleanup 10/31	200.00	200.00
2	Salter Park w/front entrance/flagpole area 10/22, 10/29 Commercial lawn cutting	345.00	690.00
1	Leaves Cleanup 10/29	120.00	120.00
2	Danbury Park 10/21, 10/28 Commercial lawn cutting	195.00	390.00
1	Leaves Cleanup 10/28	180.00	180.00
Thank You For Your Business!		Total	\$4,230.00

NU APPEARANCE MAINTENANCE, INC.

19942 Harper Avenue
 Harper Woods, MI 48225
 (313) 884-0515 Fax (313) 886-7276
 nuappearance@comcast.net

Invoice

Date	Invoice #
10/31/2024	32514
Terms	Due Date
Net 30	11/30/2024

H.W. Parks and Recreation Dept.
 Chris Skerritt
 20221 Beaconsfield
 Harper Woods, MI 48225

Please detach and enclose this portion with your payment.

P.O. #	Rep	Amt. Enclosed
36618	SAK	

Qty	Description	Rate	Amount
	Kelly Road Islands (12) 10/21, 10/28		
2	Commercial lawn cutting	305.00	610.00
2	Pickup Trash 10/21, 10/28	75.00	150.00
1	Leaves Cleanup 10/28	360.00	360.00
	20010 Kelly Road 10/21, 10/28		
2	Commercial lawn cutting	43.50	87.00
1	Leaves Cleanup 10/28	60.00	60.00
	I-94 Service Drive 10/22, 10/29		
2	Commercial lawn cutting	330.00	660.00
2	Pick up Trash 10/22, 10/29	75.00	150.00
	Vernier Road Median 10/22, no cut 10/29		
1	Commercial lawn cutting	80.00	80.00
	19969 Anita 10/22, 10/30		
2	Commercial lawn cutting	32.00	64.00
1	Leaves Cleanup 10/30	90.00	90.00
	20321 Roscommon 10/22, 10/30		
2	Commercial lawn cutting	32.00	64.00
1	Leaves Cleanup 10/30	40.00	40.00
	20245 Huntington 10/22, 10/30		
2	Commercial lawn cutting	50.00	100.00
1	Leaves Cleanup 10/30	40.00	40.00
	NEW TO LIST.		
	Mr. C's Auto Wash Triangle 10/22, 10/30		
2	Commercial lawn cutting	30.00	60.00
	NEW TO LIST.		
	Canton/Corner 10/22, 10/30		
2	Commercial lawn cutting	35.00	70.00
1	Leaves Cleanup 10/30	25.00	25.00
Thank You For Your Business!		Total	\$2,710.00

NU APPEARANCE MAINTENANCE, INC.

19942 Harper Avenue
 Harper Woods, MI 48225
 (313) 884-0515 Fax (313) 886-7276
 nuappearance@comcast.net

Invoice

Date	Invoice #
11/15/2024	32562
Terms	Due Date
Net 30	12/15/2024

H.W. Department of Public Works
 Marjorie Dufort
 19600 E. Eight Mile Road
 Harper Woods, MI 48225

Please detach and enclose this portion with your payment.

P.O. #	Rep	Amt. Enclosed
36618	AFK	

Qty	Description	Rate	Amount
	Per Request.		
1	Public Library: Fall Cleanup of Planting Beds and Tree Rings. Cleanup beds; cut back plants; remove Annuals. Completed 11/7/24.	450.00	450.00
1	Back Entrance of Police Dept.: Cleanup back area of overgrown vegetation and remove Ivy. Completed 11/7/24. Disposal of debris off site.	450.00	450.00
Thank You For Your Business!		Total	\$900.00

NU APPEARANCE MAINTENANCE, INC.

19942 Harper Avenue
Harper Woods, MI 48225
(313) 884-0515 Fax (313) 886-7276
nuappearance@comcast.net

Invoice

Date	Invoice #
11/13/2024	32556
Terms	Due Date
Net 30	12/13/2024

H.W. Department of Public Works
Marjorie Dufort
19600 E. Eight Mile Road
Harper Woods, MI 48225

Please detach and enclose this portion with your payment.

P.O. #	Rep	Amt. Enclosed
36618	SAK	

Qty	Description	Rate	Amount
	Request by City of Harper Woods.		
16	Four men assist with election setup 11/4/24.	37.00	592.00
16	Four men assist with election breakdown and put away at City Hall 11/6/24.	37.00	592.00
Thank You For Your Business!		Total	\$1,184.00

RECEIVED
NOV 14 2024
DPW - CITY OF
HARPER WOODS

NU APPEARANCE MAINTENANCE, INC.

19942 Harper Avenue
 Harper Woods, MI 48225
 (313) 884-0515 Fax (313) 886-7276
 nuappearance@comcast.net

Invoice

Date	Invoice #
11/22/2024	32582
Terms	Due Date
Net 30	12/22/2024

H.W. Department of Public Works
 Marjorie Dufort
 19600 E. Eight Mile Road
 Harper Woods, MI 48225

RECEIVED

NOV 22 2024

DPW - CITY OF
 HARPER WOODS

Please detach and enclose this portion with your payment.

P.O. #	Rep	Amt. Enclosed
36618	AFK	

Qty	Description	Rate	Amount
	Main Break/Sewer Dig Restorations.		
	Lawn Restoration 10/7/24: 21202 Prestwick.		
1.5	Labor Hours	37.00	55.50
1	Materials: Topsoil; Seed Mix; Peat Moss; Starter Fertilizer.	48.25	48.25
	Lawn Restoration 10/22/24: 20640 Washtenaw.		
2	Labor Hours	37.00	74.00
1	Materials: Topsoil; Seed Mix; Peat Moss; Starter Fertilizer.	48.25	48.25
	Lawn Restoration 19910 Lochmoor completed 10/28/24 with tree restorations. Labor and materials included on invoice #32529.		
	Lawn Restorations 10/30/24: 18533, 18933 Kingsville; 18712, 20083, 20511 Kenosha; 20284 Elkhart; 18755 Woodland; 19301, 20040 Eastwood; 18671 Huntington; 20226 Woodmont; 19339 Beaconsfield; 20252 Country Club.		
9	Labor Hours	37.00	333.00
1	Materials: Topsoil; Seed Mix; Peat Moss; Starter Fertilizer.	624.00	624.00
	Lawn Restorations 10/31/24: 21248 Prestwick; 21252 Huntington; 21215 Kenmore; 20488, 21127 Fleetwood; 20921 Vernier; 20655 Country Club; 20005 Lennon; 19201 Rockcastle.		
32	Labor Hours	37.00	1,184.00
1	Materials: Topsoil; Seed Mix; Peat Moss; Starter Fertilizer.	863.00	863.00
	Restorations 11/12/24: 20413 Kingsville; 19178 Elkhart; 20838 Beaufait; 20855 Van Antwerp; 20906, 20890 Hollywood; 21225 Bournemouth.		
12	Labor Hours	37.00	444.00
1	Materials: Topsoil; Seed Mix; Peat Moss; Starter Fertilizer.	289.00	289.00
Thank You For Your Business!		Total	\$3,963.00



DEPARTMENT OF PUBLIC WORKS
19600 E. EIGHT MILE RD. • HARPER WOODS, MICHIGAN 48225-1139

Telephone : 313.343.2570

Fax : 313.343.2572

hwdpw@harperwoods.net

November 25, 2024

To: John Szymanski , Acting City Manager
From: Heather Toutant, Director of Public Works
Re: EGLE Invoice over \$5000.00

Please submit to Council to pay "The State of Michigan" \$5,658.03 for the 2025 annual Community Water Supply fee.

This fee was authorized by enactment of Public Act 165 and began in 1993. It is based on population served. It covers a variety of services provided by EGLE.

Enclosed is additional information in the form of frequently asked questions and answers.

If you have any questions, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Heather Toutant".

Heather Toutant
Department of Public Works
het



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
 RESOURCE MANAGEMENT
 DRINKING WATER & ENVIRONMENTAL HEALTH DIVISION

INVOICE

*Issued under authority of Public Act 399 of 1976 as Amended.
 COMMUNITY PUBLIC WATER SUPPLY ANNUAL FEE*

CITY OF HARPER WOODS
 TOUTANT, HEATHER
 19600 EAST 8 MILE
 HARPER WOODS, MI 48225
 US

Invoice Number:	761-11239798
Customer Id:	562700
Invoice Date:	October 30, 2024
Notice Date:	October 11, 2024
Total Due:	\$5,658.03

Failure to submit payment by the date due will result in a penalty as prescribed by law. If you have any questions, please call 517-599-9789.

Account No.:
03020

Invoice Item	Qty	Unit Cost	Sales Tax	Total Cost
WSSN: 03020; HARPER WOODS	1.00	\$5,658.030	\$0.00	\$5,658.03

TO PAY ONLINE VISIT <https://www.thepayplace.com/mi/deq/comm>.

Total Invoice: **\$5,658.03**
 Payment Due: November 30, 2024

TO PAY BY MAIL. send check using the payment coupon below.

RECEIVED

OCT 29 2024

DPW - CITY OF
 HARPER WOODS

REMIT PAYMENT TO: STATE OF MICHIGAN
TO ENSURE PROPER CREDIT, SEND THIS PORTION WITH PAYMENT TO:

EGLE
CASHIERS OFFICE
PO BOX 30657
LANSING, MI 48909-8157

(Please note or make any address corrections below.)

CITY OF HARPER WOODS
TOUTANT, HEATHER
19600 EAST 8 MILE
HARPER WOODS, MI 48225
US
PR 1580E (Rev. 09/24/1999)

Account No.:
03020

INVOICE NUMBER 761-11239798 RMD COMM
--

Total Due:

\$5,658.03
Page 1 of 1



QUESTIONS AND ANSWERS TO EXPLAIN MICHIGAN PUBLIC WATER SUPPLY ANNUAL FEES

What is the authorization for this fee?

Public Act 165 was signed into law on September 16, 1993, and took immediate effect. The bill amended Michigan's Safe Drinking Water Act, 1976 PA 399, as amended (Act 399).

Who is required to pay this annual fee?

There are approximately 10,500 community and noncommunity public water supplies serving an estimated 50 million visitors and residents each year. Community public water supplies are those serving cities, towns, villages, mobile home parks, apartments, etc. with at least 15 service connections or 25 or more year-round residents. Noncommunity public water supplies include facilities such as schools, campgrounds, restaurants, businesses, parks, motels, highway rest stops, etc. with their own well, serving an average of 25 or more persons per day, at least 60 days per year.

How much is the 2025 fee?

The fees for community water supplies are based on population served and range from \$404.19 to \$135,479.42. Noncommunity fees are divided into two categories. Facilities with wells serving primarily a transient population such as campgrounds, rest stops, motels, and restaurants are classified as transient noncommunity water supplies. Their annual fee is \$137.42. Nontransient noncommunity water supplies (schools and businesses) routinely serve the same 25 or more persons (students/employees) for at least six months per year. The nontransient annual fee is \$582.01 per year. Requirements for nontransient water supplies are much more complex than for transient water supplies, demanding a higher level of regulatory support to attain compliance. Note: The annual fee DOES NOT include the costs for water sample analysis.

Why a fee?

Amendments to Act 399 continue to increase inspection and sampling requirements for public water supplies. The State of Michigan maintains a primacy agreement with the United States Environmental Protection Agency. This means the State retains authority to implement the public water supply program in lieu of the federal government as long as it enacts rules that are at least as stringent as the federal rules. The public water supply program includes periodic inspection of water supplies, monitoring the quality of drinking water served to the public, certification of laboratories for drinking water analysis, maintenance of a state drinking water laboratory, certification of water treatment plant operators, technical consultation, permitting and construction plan review, and training. The fees are required to enable the State to implement these regulations for public water supplies.

What if there are mistakes on the invoice?

If information is incorrect, you should correct it, and return the corrected invoice with the proper payment. If the error involves a change in the invoice amount, the information necessary to recalculate the fee is provided. A written explanation for the correction must be provided, signed by an authorized representative, and submitted with the appropriate payment. Always retain a copy of the invoice for your records.

What happens if the fee is not paid?

Act 399 contains penalties for late payment (after November 30 of each year) calculated as 9 percent per annum for community water supplies and \$25.00 per month or portion thereof for noncommunity water supplies. The Michigan Department of Treasury collects all penalties.



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
DRINKING WATER AND ENVIRONMENTAL HEALTH DIVISION

**FEE SCHEDULE
COMMUNITY WATER SUPPLIES**

The Michigan Safe Drinking Water Act, 1976, PA 399, as amended, requires an annual fee for each community water supply based on the following classifications:

**2025 FEE SCHEDULE
COMMUNITY WATER SUPPLY PROGRAM**

Population Served	2025 New Full Fee	Credit Adjustment	2025 Adjusted Fee
More than 500,000	\$177,561.50	\$42,082.08	\$135,479.42
100,001-500,000	\$36,868.40	\$8,737.81	\$28,130.59
50,001-100,000	\$23,307.63	\$5,523.91	\$17,783.72
25,001-50,000	\$13,772.70	\$3,264.13	\$10,508.57
10,001-25,000	\$7,415.50	\$1,757.47	\$5,658.03
5,001-10,000	\$4,025.88	\$954.13	\$3,071.75
1,001-5,000	\$1,695.13	\$401.75	\$1,293.38
401-1,000	\$1,059.47	\$251.09	\$808.38
101-400	\$847.56	\$200.87	\$646.69
25-100	\$529.74	\$125.55	\$404.19

PENALTY: After November 30, 2024, a penalty of 9 percent per annum on the unpaid balance is applied to the amount due. This invoice does not reflect any prior outstanding balances and/or late fees.

ANNUAL FEE ADJUSTMENT: The fee is adjusted annually based on the Detroit Consumer Price Index (CPI). Last year's rate was 3.4 percent.

CREDIT ADJUSTMENT: At the end of the fiscal year, 75 percent of unspent fee revenue from previous annual fee payments is applied as a credit on a pro rata basis to the fee the following year.

NOTE:

- Payment can be made via credit card, debit card, or e-check.
- Visit our website at: <https://www.thepayplace.com/mi/deq/comm>.
- If paying by check, please return the portion of the invoice indicated to receive proper credit.
- A written explanation is required to effect any change in the amount due.
- All changes to the amount due are subject to verification.

Please call 517-599-9789 with questions regarding community water supply invoices.



DEPARTMENT OF PUBLIC WORKS
19600 E. EIGHT MILE RD. • HARPER WOODS, MICHIGAN 48225-1139

Telephone : 313.343.2570

Fax : 313.343.2572

hwdpw@harperwoods.net

November 25, 2024

To: John Szymanski, Acting City Manager

From: Heather Toutant, Director of Public Works

Subject: Fire Dpt. Bay

As you are aware, we have been making repairs to our aging system that heats City Hall.

K&S was onsite to diagnose heating issues in the bay area and has submitted the attached quote for repairs. This is a replacement for the heater unit which has a broken steam coil. They will also test and start operations of the new install.

Please submit to City Council for their approval the following repairs to be performed by from K & S Ventures totaling \$5,960.00

Respectfully,

Heather Toutant
Director of Public Works



MECHANICAL & ELECTRICAL CONTRACTING • ENERGY MANAGEMENT SYSTEMS • TEMPERATURE CONTROLS

November 6, 2024

City of Harper Woods
19617 Harper Avenue
Harper Woods, MI 48225

RE: Steam Unit Heater Replacement

Dear Heather,

K & S Ventures Inc. is pleased to provide pricing to replace the steam unit heater which has a broken steam coil in the Fire Truck Bay Area for the City of Harper Woods.

SCOPE OF WORK:

- Unit currently shut down and valved off
- Disconnect and remove unit heater from ceiling
- Install new unit heater
- Replace steam trap, Y-strainer and shut off valves
- Connect electrical and controls
- Leak check fittings
- Start and test operation

Work Not Included in Total Cost

- Any additional repairs
- Any work outside of normal business hours (7am-5pm)

Total Cost: \$5,960.00*

*Price valid for 30 days

Please feel free to contact our office at 248-299-4212 with any questions or concerns.

Sincerely,

Doug Cieslinski
Service Coordinator
K & S Ventures Inc.

Approved By: _____ Signature: _____

Date: _____ Purchase Order #: _____

CITY OF HARPER WOODS

CITY COUNCIL TRANSMITTAL

CITY COUNCIL MEETING OF DECEMBER 2, 2024

AGENDA EXPLANATION

G. NEW BUSINESS:

ITEM NUMBER: 1) Changes in Meeting Dates

Explanation/Remarks:

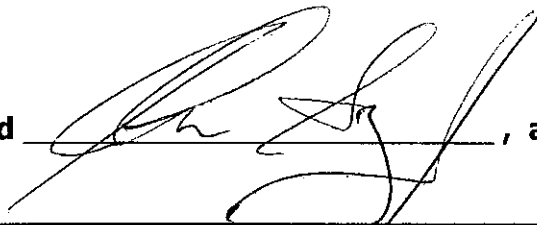
Attached is a memorandum recommending changes to the City Council meeting dates due to Holiday observances. It also proposes a continued change in the June, July and August meetings where we will meet on the second Monday of the month only.

If there is no objection it is recommended that these changes be approved.

Recommended Action:

By MOTION, to approve the changes to the City Council meeting dates as listed for 2025 as follows: January 20 to January 22, 2025 for the observance of Martin Luther King, Jr Day; February 17 to February 19, 2025 for the observance of President's Day and September 1 to September 3, 2025 in observance of Labor Day, and further that the City will meet on June 9, July 14 and August 11, 2025, the second Mondays only of the summer months.

Respectfully Submitted

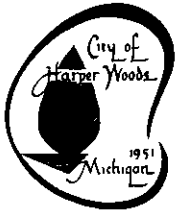


, acting City Manager

CITY COUNCIL ACTION:

Approved Disapproved

Vote Tabled



City of Harper Woods
19617 Harper Avenue
Harper Woods, Michigan 48225-2095

313.343.2500

www.harperwoodscity.org

Mayor:
Valerie Kindle

Mayor Pro Tem:
Regina Williams

City Council:
Vivian M. Sawicki
Cheryl Costantino
Ivery Toussant, Jr.
Tom Jenny
Gerianne LaPratt

Acting City Manager:
John Szymanski

City Clerk:
Leslie M. Frank

November 26, 2024

MEMORANDUM TO: The Mayor and Members of City Council

SUBJECT: Council Meeting Changes for 2025

Due to Holiday Observances in 2025, we will need City Council Meeting changes on the following dates:

From: Monday, January 20, 2025 - Martin Luther King Day
To: Wednesday, January 22, 2025

From: Monday, February 17, 2025 - President's Day
To: Wednesday, February 19, 2025

From: Monday, September 1, 2025 - Labor Day
To: Wednesday, September 3, 2025

Also, for the months of June, July and August I am again proposing that we only meet on the second Mondays during these months; June 9, July 14 and August 11, 2025.

Sincerely,



John Szymanski
acting City Manager

JS/lmf