



**CITY OF HARPER WOODS
REGULAR CITY COUNCIL MEETING**

APRIL 21, 2025

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:

B. 1 PRESENTATIONS:

- 1) Grosse Pointe Public Library

C. APPROVAL OF MINUTES:

- 1) Regular City Council meeting held on April 7, 2025
- 2) Beautification Commission meeting held on March 3, 2025

D. PUBLIC COMMENTS ON AGENDA ITEMS:

E. CONSENT AGENDA:

- 1) Approval of Accounts Payable Listing. (398,045.47).
- 2) Payment to WCA Assessing. (\$6,384.16).
- 3) Payment to Turf & Timber. (\$14,800.00).
- 4) Approval of Repair/Replacement - Underground Fuel Storage Tank. (\$10,782.00).
- 5) Appointments to Board/Commission.

F. OLD BUSINESS:

G. NEW BUSINESS - CITY MANAGER'S REPORTS:

- 1) Public Hearing - Continuation of a Special Assessment District
- 2) Adopt Resolutions - Continuation of a Special Assessment District
- 3) Adopt Resolution - Financial Transaction Device Payments
- 4) Adopt Policy to Provide Accommodations to Disabled Persons
- 5) Contract Extension - 2025 Miscellaneous Concrete Pavement Repair Program.
- 6) Michigan Department of Transportation Contract - Sidewalk Modernization Project

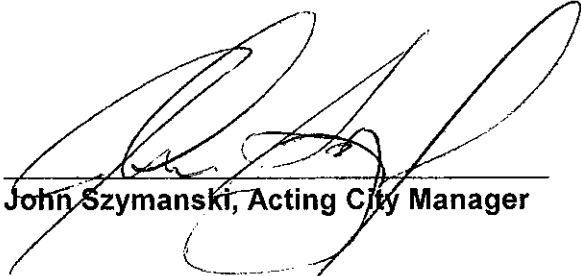
H. CALL TO AUDIENCE:

CONTINUED . . .

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 MEETING OF APRIL 21, 2025

AGENDA EXPLANATION

B.1. PRESENTATIONS -

GROSSE POINTE PUBLIC LIBRARY

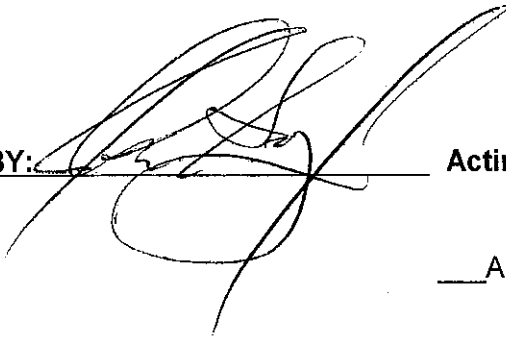
EXPLANATION / SUMMARY

Our representative on the Grosse Pointe Public Library will be present to provide a powerpoint presentation about the current state of the library.

RECOMMENDED ACTION:

No action is required for this item.

SUBMITTED BY:



Acting City Manager, John Szymanski

___Approved ___Vote

Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL				
Check Type: Paper Check				
04/17/2025	132385	32-A DISTRICT COURT	REIMBURSEMENT-ALL PAID CHARGES-HWPD	135.00
04/17/2025	132386	ADVANCED MARKETING PARTNERS	OFFICE SUPPLIES/1000 EVIDENCE TAGS-HWPD	85.00
			OFFICE SUPPLIES/2000 FORMS-HWPD	224.57
				309.57
04/17/2025	132387	ALICIA MARTIN	MIDC ATTORNEY ON CALL-032525	280.00
			MIDC ATTORNEY 25-93280	268.80
			MIDC ATTORNEY 24-92897A	1,142.40
				1,691.20
04/17/2025	132388	ALL SEASONS OUTDOOR EQUIPMENT	MAINTENANCE/REPAIR/SUPPLIES-DPW	437.13
04/17/2025	132389	ALPHA PSYCHOLOGICAL SERVICES	PSYCHOLOGICAL ASMT/EVALUATION-HWPD	795.00
04/17/2025	132390	ANDERSON, ECKSTEIN & WESTRICK	180-0291 CH GENERATOR AG040725	144.41
			180-0253 BEACONSFIELD REFACE AG040725	1,073.88
			180-0363 2025 MISC CONCRETE AG040725	377.27
			180-0366 JOINT CRACK/SERL AG040725	336.51
			180-0350 2024 CDBG SIDEWALK PM AG040725	505.36
			180-0297 PSER RATING AG040725	4,257.71
			180-0327 HHHS CLUBHOUSE AG040725	1,414.30
			180-0255 MISS DIG AG0407025	571.30
			180-0244 EASTLAND CENTER AG040725	460.24
			180-0303 TEMP WATER OPR AG040725	892.55
			180-0340 2024 SAN SEWER CLEAN AG040725	277.64
			180-0365 2025 SAN SEWER CLEAN AG040725	659.88
			180-0339 2024 SAN SEWER FCIOO AG040725	116.95
			180-0364 2025 SAN SEWER FCIPP AG040725	534.41
			180-0362 2025 STORM SEWER AG040725	3,718.77
				15,341.18
04/17/2025	132391	ANDERSON, ECKSTEIN & WESTRICK	180-0331 DWSRF LEAD WATER AG040725	2,337.45
			180-0347 DWSO SEWAGE DISCHG AG040725	679.63
			180-0371 WAMC WATER SURVEY AG040725	831.41
			180-0368 NB HARPER GLWA WATER AG040725	123.58
			180-0329 ROSCOMMON PKT PARK AG040725	1,038.78
			180-0372 COMCAST REVIEW AG040725	404.73
			180-0373 UPDATE VOTING MAP AG040725	889.78
				6,305.36
04/17/2025	132392	ANYTIME RESTORATION SERVICES	BOARD UP SERVICES-VERNIER-DPW	2,150.60
04/17/2025	132393	APOLLO FIRE APPATUS SALES AND SVCS	E-1 PARTS-MAINTENANCE/REPAIR-HWFD	377.49
			E-1 PARTS-MAINTENANCE/REPAIR-HWFD	1,465.52
			E-2 PARTS-MAINTENANCE/REPAIR-HWFD	919.71
				2,762.72
04/17/2025	132394	STALKER RADAR	SPEED RADAR SYSTEM AG012225-HWPD	2,075.00
04/17/2025	132395	BELLE TIRE DISTRIBUTORS	#603 REPAIR/MAINTENANCE-DPW	813.96

CHECK REGISTER FOR CITY OF HARPER WOODS
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132385 THRU 132460

Check Date	Check	Vendor Name	Description	Amount
04/17/2025	132396	BLUE WATER INDUSTRIAL PRODUCTS	OXYGEN CYLINDER RENTAL-HWFD	49.50
04/17/2025	132397	BOB'S SPECIALTY COMPANY	5 MILITARY FLAGS PARKS	160.00
04/17/2025	132398	BRODART CO.	1 LIBRARY BOOK-AM 1 LIBRARY BOOK-AM 1 LIBRARY BOOK-AM 1 LIBRARY BOOK-AM 4 LIBRARY BOOKS-AM 1 LIBRARY BOOK-JUV 4 LIBRARY BOOKS-AM 2 LIBRARY BOOKS-AM 1 LIBRARY BOOK-YA 1 LIBRARY BOOK-AM 2 LIBRARY BOOKS-AM 1 LIBRARY BOOK-AM	17.06 47.20 15.96 17.06 68.81 14.61 64.86 34.13 17.62 16.52 36.87 16.51 367.21
04/17/2025	132399	BS & A SOFTWARE	ANNUAL SVCS/SUPPORT AG040725-TR	5,546.00
04/17/2025	132400	CDW GOVERNMENT; INC.	BRO JET PRT/CAR AD AG012225-HWPD BRO DOCKING STATION/CABLE AG012225-HWPD BRO 3 YR PREMIER SVC AG012225-HWPD	653.21 88.01 142.41 883.63
04/17/2025	132401	CINTAS CORPORATION #721	051324 UNIFORM RENT/CLEAN-DPW	139.93
04/17/2025	132402	CORE & MAIN	WATER SYS EQUIP/PART-AG040725P-DPW WATER SYS EQUIP/PART-AP040725-DPW (13) WATER SYS EQUIP/REP-DPW	2,004.90 6,452.89 2,807.14 11,264.93
04/17/2025	132403	CRANDALL-WORTHINGTON, INC.	JANITORIAL SUPPLIES-DPW	310.00
04/17/2025	132404	CYNTHIA CZECH	MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0414	528.50
04/17/2025	132405	DAVON CLARK	REFUND FOR CANCELLED EVENT	5.00
04/17/2025	132406	DAVONNE DARBY	MIDC ATTORNEY-25652 MIDC ATTORNEY ON CALL-032825 MIDC ATTORNEY 25-93171A/B MIDC ATTORNEY 25-93187 MIDC ATTORNEY 25-93184 MIDC ATTORNEY-25HA00433A/B MIDC ATTORNEY 25-93276A/B	409.50 140.00 138.60 535.50 462.00 157.50 441.00 2,284.10
04/17/2025	132407	DETROIT BUSINESS MAIL ENTRY	BUSINESS REPLY PERMIT-TREASURER	350.00
04/17/2025	132408	DETROIT FIRE COMPANY	FIRE RADIO ALARM-LIBRARY	214.05
04/17/2025	132409	DORIS NEAL	MIDC ATTORNEY 25-93 MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0326	680.40 896.00 1,576.40
04/17/2025	132410	DRIVE CREATIVE SERVICES, LLC	PRINTING APRIL/JUNE25 NL AG040725-CM SORT/BUNDL/POSTAGE SUMMER NL-CM	8,545.98 2,447.43 10,993.41

Check Date	Check	Vendor Name	Description	Amount
04/17/2025	132411	DTE ENERGY	MAR25 STREET LIGHTS/TRAFFIC SIGNALS-DPW	37,002.01
04/17/2025	132412	FIRST CHOICE/BLUE TIGER	MAR25 WATER UNIT RENTAL-CLERK	200.00
04/17/2025	132413	GEORGE'S DISCOUNT AUTO PARTS	#656 VEHICLE PARTS/MAINT-DPW #656 VEHICLE PARTS/MAINT-DPW #656 VEHICLE PARTS/MAINT-DPW WILLIE MOBILE VEHICLE PARTS/MAINT-DPW #617 VEHICLE PARTS/MAINT-DPW #617 VEHICLE PARTS/MAINT-DPW SWEEPER VEHICLE PARTS/MAINT-DPW #606 VEHICLE PARTS/MAINT-DPW #606 VEHICLE PARTS/MAINT-DPW #656 VEHICLE PARTS/MAINT-DPW	7.87 381.94 236.52 138.19 80.70 291.61 326.53 52.22 162.67 982.78 2,661.03
04/17/2025	132414	GILBERT'S PRO HARDWARE, INC.	HARDWARE/SUPPLIES-MAINT-DPW HARDWARE/SUPPLIES-MAINT-DPW HARDWARE/SUPPLIES-MAINT-DPW HARDWARE/SUPPLIES-MAINT-DPW HARDWARE/SUPPLIES-MAINT-DPW HARDWARE/SUPPLIES-MAINT-DPW HARDWARE/SUPPLIES-MAINT-REC	51.96 31.97 35.96 7.99 5.97 9.98 19.42 163.25
04/17/2025	132415	GROSSE POINTE NEWS	#1 HW 4/10 PHN ZONING ORD-CLERK #1 HW 4/10 PUBLIC HEARING NOTICE SP-CL #6 HW 4/3 POLICE AUCTION-CLERK AD	166.50 222.00 259.00 647.50
04/17/2025	132416	GROSSE POINTES CLINTON REFUSE	FRB25 SMDA RUBBISH DISP/ADMIN-DPW MAR25 SMDA RUBBISH DISP/ADMIN-DPW	16,279.81 19,255.87 35,535.68
04/17/2025	132417	GUARDIAN SEWERS	MAIN BREAK AG040725-DPW (4) STOPBOX NON-PAYMENT AG040725-DPW (2) NEW STOPBOX INOP AG040725-DPW SVC LINE/STOPBOX REP AG040725-DPW HYDRANT REBILD AG040725-DPW 4 DIGS STOPBOXS-DPW	4,200.00 2,000.00 1,500.00 2,800.00 1,900.00 1,900.00 14,300.00
04/17/2025	132418	HANNAH ARCHITECTS	DESIGN DEVELOPMENT AG040725 -COMM CNTR DESIGN DEVELOPMENT AG040725 -COMM CNTR	30,191.00 37,279.00 67,470.00
04/17/2025	132419	HOUSE ARREST SERVICES, INC.	PROFESSIONAL SERVICES ADC-COURT PROFESSIONAL SERVICES ADC-COURT	102.00 136.00 238.00
04/17/2025	132420	IMAGEFIRST	APR25 PRISONER BLKTS/MATS CL-HWPD	285.50

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Check Date	Check	Vendor Name	Description	Amount
04/17/2025	132421	JOHN CAHALAN	MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0404 MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0202 MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0409	795.20 465.50 419.30 <u>1,680.00</u>
04/17/2025	132422	JOHN GERLACH	MIDC ATTORNEY ON CALL-122724 MIDC ATTORNEY 25-93234 MIDC ATTORNEY HOUSE COUNSEL-040725 MIDC ATTORNEY HOUSE COUNSEL/ON CALL-04072 MIDC ATTORNEY HOUSE COUNSEL-04/10/2025 MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0410	280.00 1,106.70 231.00 266.00 294.00 209.30 <u>2,387.00</u>
04/17/2025	132423	K & S VENTURES, INC.	CITY HALL COMPRESSOR REPAIR-DPW ONSITE SVC CALL/HEAT CTRL CH-DPW CSD-1 BOILER INSPECTION-ANN-DPW	3,390.00 340.00 340.00 <u>4,070.00</u>
04/17/2025	132424	KANSAS CITY LIFE	MAY 2025 LIFE INSURANCE PREMIUM-CLERK	5,246.68
04/17/2025	132425	KATRINA JACKSON-BUTLER	FIRE ESCROW REFUND-TREASURER	8,129.00
04/17/2025	132426	LANGUAGE LINE SERVICES	INTERPRETATION FEES-32A COURT	35.00
04/17/2025	132427	LATOYA DAWSON	REFUND FOR CANCELLED EVENT	100.00
04/17/2025	132428	LEXISNEXIS RISK DATA MGT, LLC	MAR24 USER FEES-HWPD	256.99
04/17/2025	132429	LINGO	APRIL25 TELEPHONE SERVICE-CH	1,107.06
04/17/2025	132430	LOWE'S	HARDWARE/SUPPLIES-DPW HARDWARE/SUPPLIES-DPW HARDWARE SUPPLIES-MAINT HWPD DURO NEW RANGE/OVEN-HWFD	132.57 172.66 91.58 1,715.75 <u>2,112.56</u>
04/17/2025	132431	MACQUEEN EQUIPMENT	ONSITE CALL #622 SWEEPER MAINT/REP-DPW	2,421.31
04/17/2025	132432	MCW PARTNERS	6-MONTH WATER FILTRATION SYS-HWFD	330.00
04/17/2025	132433	MICHIGAN MUNICIPAL LEAGUE	MML CAPCON MARCH 2025 REGIS-COMM DEV	415.00
04/17/2025	132434	MICHIGAN MUNICIPAL LEAGUE	1ST QTR. 2025 UNEMPLOYMENT CONTRIBUTION	450.12
04/17/2025	132435	MIK'AL CRAWFORD	MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0414 MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0414	581.00 1,491.00 <u>2,072.00</u>
04/17/2025	132436	MR. C'S CAR WASH	MAR25 (37) POLICE VEHICLE CLEANING	291.50
04/17/2025	132437	NORTHERN INSURANCE	ANN UNDERGROUND TANK AG040725-FIN	5,417.13
04/17/2025	132438	ODP BUSINESS SOLUTIONS, LLC-CLERK	OFFICE SUPPLIES-CLERK	85.24
04/17/2025	132439	ORIENTAL TRADING COMPANY, INC	04/12 EASTER EVENT SUPPLIES-REC	37.22
04/17/2025	132440	PATRICIA J KNOLL	APR25 *457 DISTRIB/IT WITHHELD	253.63
04/17/2025	132441	PERKINS LAW GROUP PLLC	APR25 LEGAL SERVICES-CM	4,725.00
04/17/2025	132442	LAW OFFICE OF PHYLLIS G-ROBINSON	MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0401	389.20
04/17/2025	132443	POINTE ALARM LLC	MAY25 PUMP SATATION ALARM-CM MAY25 SECURITY SYS RADIO UPLINK, WARRANTY	2,239.86 1,229.59 <u>3,469.45</u>

Check Date	Check	Vendor Name	Description	Amount
04/17/2025	132444	QUILL CORPORATION	OFFICE SUPPLIES-COURT OFFICE SUPPLIES-COURT OFFICE SUPPLIES-COURT OFFICE SUPPLIES-COURT OFFICE SUPPLIES-COURT OFFICE SUPPLIES-CLERK OFFICE SUPPLIES-32A	49.95 265.98 75.99 53.98 111.57 79.99 199.90 <hr/> 837.36
04/17/2025	132445	RKA PETROLEUM	4996.30 GAL REG GASOLINE E10-DPW	10,505.57
04/17/2025	132446	RONDO INVESTMENTS	UB Receipt Refund for Account #: 0000203	1,108.88
04/17/2025	132447	ROY O'BRIEN; INC.	#656 PARTS/SUPPLIES-DPW	62.26
04/17/2025	132448	SAFEBUILT; INC.	MAR25 PROFESSIONAL SVC AG040725-CM	58,901.08
04/17/2025	132449	SIMPLIFIED BUSINESS SOLUTIONS	MAR25 PROFESSIONAL SVC AG040725-CM FEB25 IT SUPPORT/SUPPLIES AG040725-CM	4,343.59 4,898.93 <hr/> 9,242.52
04/17/2025	132450	STATE OF MICHIGAN	BOILER INSPECTION-ST MANDATED-DPW	75.00
04/17/2025	132451	SUBURBAN LIBRARY COOPERATIVE-GEN	INDIRECT STATE AID, 1ST PAYMENT-LIBRARY	4,154.07
04/17/2025	132452	TANESSHA BRANTLEY	CLEANING SERVICES KELLY RD-DPW CLEANING SERVICES KELLY RD-DPW CLEANING SERVICES KELLY RD-DPW CLEANING SERVICES KELLY RD-DPW	200.00 200.00 200.00 200.00 <hr/> 800.00
04/17/2025	132453	THOMAS W. JAKUC	MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0401 MIDC ATTORNEY 25-93229 MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0319 MIDC ATTORNEY 25-93086 MIDC ATTORNEY 25-93232A/B MIDC ATTORNEY 25-93293 MIDC ATTORNEY 25-93170A/B MIDC ATTORNEY 24HA02403/B MIDC ATTORNEY 25-9318A/B2 MIDC ATTORNEY 24HA02765A/B	833.00 676.20 959.00 344.40 480.90 336.00 394.80 732.90 898.80 420.00 <hr/> 6,076.00
04/17/2025	132454	TURF AND TIMBER TREE EXPERTS	TREE REMOVAL-DPW TREE TRIN/REMOVAL-DPW TREE REMOVAL-DPW TREE TRIN-DPW TREE REMOVAL-DPW TREE TRIN-DPW	2,300.00 2,300.00 900.00 1,200.00 2,600.00 150.00 <hr/> 9,450.00
04/17/2025	132455	ULINE	(3) MESSAGE CENTER SIGNS/POST-PARKS	2,831.72
04/17/2025	132456	UNIQUE	MARCH 2025 LIBRARY PLACEMENTS-LIBRARY	23.30
04/17/2025	132457	VINCENT VANTIEM	MIDC ATTORNEY 24-92820 MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0327 MIDC ATTORNEY HOUSE COUNSEL-033125	661.50 360.50 126.00 <hr/> 1,148.00

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CHECK REGISTER FOR CITY OF HARPER WOODS
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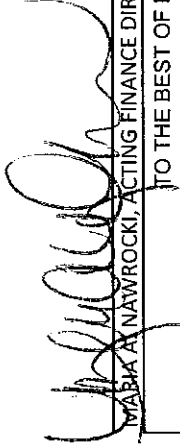
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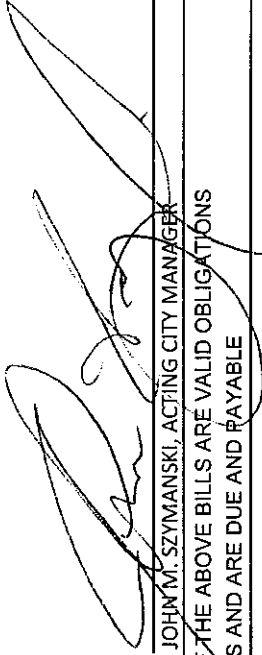
Check Date	Check	Vendor Name	Description	Amount
04/17/2025	132458	VISUAL EDGE IT	TOSHIBA COPIER USAGE/METER READ-32A	203.57
04/17/2025	132459	WCA ASSESSING	APR25 CONTRACT ASSMT AG040725-CL	6,384.16
04/17/2025	132460	WM CORPORATE SERVICES, INC	MAR25 8 ROLL OFF TRANSPORT-DPW	3,943.32
Total Paper Check:				387,220.25

GEN TOTALS:

Total of 76 Disbursements:

387,220.25


MARIA A. NAWROCKI, ACTING FINANCE DIRECTOR


JOHN M. SZYMANSKI, ACTING CITY MANAGER

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

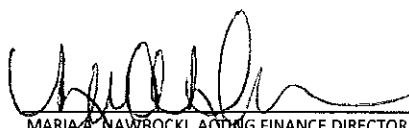
VALERIE J. KINDLE, MAYOR


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 04/05/2025-04/18/2025
CHECK NUMBERS 132382 thru 132384

Check Date	Check#	Vendor Name	Description	Amount
04/10/2025	132382	MISSION SQUARE	P/R DEDUCTIONS W/H 4/10/2025	8,743.00
04/10/2025	132383	MISDU	P/R DEDUCTIONS W/H 4/10/2025	1,463.22
04/10/2025	132384	NATIONWIDE 457 COMPENSATION PLAN	P/R DEDUCTIONS W/H 4/10/2025	619.00

GRAND TOTAL \$10,825.22


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



April 7, 2025

City of Harper Woods
Finance Department
19617 Harper
Harper Woods, MI 48225

RE: Assessment Services – May 2025

For contract assessment services rendered:

Contract Fee (Annually $\$76,610 \div 12$)..... \$6,384.16

TOTAL AMOUNT DUE \$6,384.16

Respectfully submitted,


Lynette Hobyak
Business Manager

38110 Executive Drive, Suite 100
Westland, MI 48185
734-595-7727 Office
734-595-7736 Fax



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

TREE SERVICE INVOICE

SERVICE ADDRESS:	BILL TO:
18705 KINGSVILLE HARPER WOODS MI 48225	DEPT OF PUBLIC WORKS HARPER WOODS MI 48225
INVOICE NO.: 1664 DATE: APRIL 9, 2025	EMAIL: HWDPW@HARPERWOODS.NET

JOB DESCRIPTION	PRICE
4-8-2025 – HUGE ELM – DYING, DEAD THROUGHOUT - REMOVAL + STUMP	\$4,600.00
NOTE: 1 OF 2 ON SAME PROPERTY	
*INCLUDING CHIPPING BRUSH, HAULING WOOD, GRIND STUMP AND CLEAN UP	

AMOUNT DUE UPON RECEIPT	\$4,600.00
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PLEASE MAKE CHECK PAYABLE TO:

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

THANK YOU FOR YOUR BUSINESS!

RECEIVED

APR 10 2025

DPW - CITY OF
HARPER WOODS



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

TREE SERVICE INVOICE

SERVICE ADDRESS:	BILL TO:
18722 WOODSIDE HARPER WOODS MI 48225	DEPT OF PUBLIC WORKS HARPER WOODS MI 48225
INVOICE NO.: 1666 DATE: APRIL 9, 2025	EMAIL: HWDPW@HARPERWOODS.NET

JOB DESCRIPTION	PRICE
4-4-2025 – SILVER MAPLE- ¾ DEAD – NOT ENOUGH TO SALVAGE – REMOVAL + STUMP	\$3,600.00
NOTE: 2 OF 2 ON SAME PROPERTY	
*INCLUDING CHIPPING BRUSH, HAULING WOOD, GRIND STUMP AND CLEAN UP	
AMOUNT DUE UPON RECEIPT	\$3,600.00

PLEASE MAKE CHECK PAYABLE TO:

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

THANK YOU FOR YOUR BUSINESS!

RECEIVED

APR 10 2025

DPW - CITY OF
HARPER WOODS



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

TREE SERVICE INVOICE

SERVICE ADDRESS:	BILL TO:
18705 KINGSVILLE HARPER WOODS MI 48225	DEPT OF PUBLIC WORKS HARPER WOODS MI 48225
INVOICE NO.: 1665 DATE: APRIL 9, 2025	EMAIL: HWDPW@HARPERWOODS.NET

JOB DESCRIPTION	PRICE
4-9-2025 – ELM – DEAD CENTER, DEAD THROUGHOUT – NOT ENOUGH TO SAVE - REMOVAL + STUMP	\$3,300.00
NOTE: 2 OF 2 ON SAME PROPERTY	
*INCLUDING CHIPPING BRUSH, HAULING WOOD, GRIND STUMP AND CLEAN UP	
AMOUNT DUE UPON RECEIPT	\$3,300.00

PLEASE MAKE CHECK PAYABLE TO:

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

THANK YOU FOR YOUR BUSINESS!

RECEIVED

APR 10 2025

DPW - CITY OF
HARPER WOODS



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

TREE SERVICE INVOICE

SERVICE ADDRESS:	BILL TO:
18550 WOODSIDE HARPER WOODS MI 48225	DEPT OF PUBLIC WORKS HARPER WOODS MI 48225
INVOICE NO.: 1667 DATE: APRIL 9, 2025	EMAIL: HWDPW@HARPERWOODS.NET

JOB DESCRIPTION	PRICE
3-31-2025 – SILVER MAPLE – CAVITY ON SIDE OF TRUNK & ROT UNDER BASE INTO ROOT SYSTEM. EXCESSIVE STUMP GRINDING	\$2,600.00
NOTE: 2 OF 2 ON SAME PROPERTY	
*INCLUDING CHIPPING BRUSH, HAULING WOOD, GRIND STUMP AND CLEAN UP	
AMOUNT DUE UPON RECEIPT	\$2,600.00

PLEASE MAKE CHECK PAYABLE TO:

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

THANK YOU FOR YOUR BUSINESS!

RECEIVED

APR 10 2025

DPW - CITY OF
HARPER WOODS



TURF & TIMBER TREE EXPERTS

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

TREE SERVICE INVOICE

SERVICE ADDRESS:	BILL TO:
19921 ELKHART HARPER WOODS MI 48225	DEPT OF PUBLIC WORKS HARPER WOODS MI 48225
INVOICE NO.: 1656 DATE: APRIL 1, 2025	EMAIL: HWDPW@HARPERWOODS.NET

JOB DESCRIPTION	PRICE
4-1-2025 PEAR- 90% DEAD- REMOVAL + STUMP	\$700.00
*INCLUDING CHIPPING BRUSH, HAULING WOOD, GRIND STUMP AND CLEAN UP	
AMOUNT DUE UPON RECEIPT	\$700.00

PLEASE MAKE CHECK PAYABLE TO:

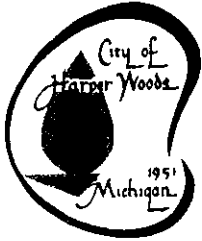
TURF & TIMBER LLC
21715 HARPER AVE
ST CLAIR SHORES MI 48080

THANK YOU FOR YOUR BUSINESS!

RECEIVED

APR 1 2025

DPW - CITY OF
HARPER WOODS



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

April 15, 2025

To: John Szymanski, Acting City Manager
From: Heather Toutant Director Public Works
Subject: Invoice over \$5,000.00

Please find the accompanying repair/replacement of Cathodic Protection quote for our underground fuel storage tanks. This work was not bid as it will need to be performed on an emergency basis to keep complaint with EPA and Insurance regulations.

The quote reflects cathodic protection system replacement. **Cathodic protection** is a technique used to prevent corrosion of metal surfaces, particularly in buried or submerged structures. This method is widely used in various industries, including oil and gas, to protect pipelines, storage tanks, and offshore platforms.

Oscar W Larson has been our storage tank and above ground fuel maintenance service provider for many years. They have provided exemplary service in both emergency as well as compliance maintenance. They are our "Operator A" oversight for the tanks housed at the DPW.

Therefore, should you be in agreement with this necessary expenditure, please submit to City Council, for their approval, to pay The Oscar W Larson Co. in the amount of \$10,782.00 for the replacement of the cathodic protection system and waive the competitive bidding requirement.

Should you have any questions, or need further explanation, please inquire.

Respectfully,

Heather Toutant

Department of Public Works

HT



THE OSCAR W. LARSON COMPANY

Corporate Office: 10100 Dixie Highway, Clarkston, MI 48348

Ph: (248) 620-0070 – (248) 549-3610 * Fx: (248) 620-0071 – (248) 620-0072

6568 Clay Avenue SW, Grand Rapids, MI 49548

2100 Milbocker Road, Gaylord, MI 49735

1816 N. Telegraph Road, Dearborn, MI 48124

26670 Glenwood, Suite B, Perrysburg, OH 43551

4637 Poth Road, Suite B, Columbus, OH 43213

321 Conover Drive, Franklin, OH 45005

7626 Disalle Boulevard, Fort Wayne, IN 46825

6462 Oaklondon Road, Indianapolis, IN 46236

4706 Pinewood Road, Louisville, KY 40218

Ph: (616) 698-0001 – Fx: (616) 698-2265

Ph: (989) 732-4190 – Fx: (989) 732-3377

Ph: (810) 217-6524 – Fx: (313) 278-6030

Ph: (419) 873-0555 – Fx: (419) 873-0559

Ph: (614) 907-7629 – Fx: (614) 310-8896

Ph: (513) 813-7650 – Fx: (513) 813-7651

Ph: (260) 496-9870 – Fx: (260) 496-9480

Ph: (317) 337-9473 – Fx: (317) 337-9474

Ph: (502) 442-2308 – Fx: (502) 632-6382

1946-2023

Celebrating
Over

77

Years of
Excellence

Page 1 of 1

To: City of Harper Woods
19600 E. Eight Mile Rd.
Harper Woods MI. 48225-1139

Date: April 14, 2025

Phone: 313-343-2570

Attention: Heather Toutant

Email: htoutant@harperwoods.net

- Conditions:**
- 1) This proposal is open for 30 days from the date stated above. However, prices of components, equipment and raw materials may increase before the date such items are ordered. If so, such increases will be added to the quoted cost. THE OSCAR W. LARSON COMPANY will itemize such costs upon receipt of a signed Proposal. If such cost increases are unacceptable to Customer, Customer may elect to cancel order under the terms of the Master Services Agreement.
 - 2) This Proposal and the Master Services Agreement constitute the full and complete agreement of the parties, and any inconsistent terms stated in any acceptance, invoice, purchase order, or any other document whatsoever are ineffective. This provision conforms to the requirements of RC 1302.10 (B) (1).
 - 3) Contract documents incorporated by reference as though fully stated herein:

- 1) The Master Services Agreement
- 2) This Proposal

Special Terms: 25% upon acceptance of proposal, 25% on commencement, balance prior to start-up (or) upon completion of proposal (Based on Approved Credit).

SUBJECT: (CP REPAIRS/ANODE UPGRADES ON (2) UNDERGROUND STORAGE TANKS)

SCOPE OF WORK:

1. Design of new system by an N.A.C.E. certified engineer.
2. Clear boring areas with air knife. Borings for new anodes to below tank bottom depths.
3. Install up to (10) New 17# High Potential sacrificial Magnesium anodes.
4. Install new underground anode and structure wiring.
5. Removal and Replacement of all concrete work.
6. Cathodic Protection Testing and written report.
7. Six month follow up testing.

THIS CONTRACT PRICE DOES NOT INCLUDE THE FOLLOWING:

- Disposal of contaminated soils or groundwater. Additional labor due to wet or unstable soil conditions.
- Damage to underground systems during soil borings.

TOTAL PRICE.....\$10,782.00

ACCEPTANCE: This Proposal, when accepted by the purchaser, and approved by a Corporate Officer of the Oscar W. Larson Company, will constitute a contract between us, subject to all terms and conditions contained in the Master Services Agreement. It is expressly agreed that there are no promises, agreements, or understanding, oral or written, not specified in this proposal and the Master Services Agreement.

Company Name _____

By: _____

Its: _____

NEWCONTR 4.30.98 (REVISED 01.02.16.SR)

Justin Delong, CP Project Manager

The Oscar W. Larson Company

By: _____

Its: Charles A. Burns, President

Date: _____



10100 DIXIE HWY. * CLARKSTON, MI 48348
(248) 620-0070 * (248) 549-3610
FAX: (248) 620-0071 * 620-0072

Site Name: CITY OF HARPER WOODS %
Street Address: 19600 E. Eight Mile Road
City, State, Zip Code: Harper Woods, MI, 48225-1139
Date: 4/11/2025
Call Number: 250327-0171
Phone Number: 3133432570
Email Address:

CATHODIC PROTECTION SURVEY RESULTS

The Oscar W. Larson Company is pleased to have the opportunity to provide you with our services for this project. We use the criteria established by NACE international for underground storage tank protection. The NACE standard RP0285 must be met to achieve the cathodic protected status.

The Oscar W. Larson Company recently conducted the cathodic protection testing of the following structures:

DATA ITEM	Tank 1	Tank 2	Tank 3	Tank 4	Tank 5	Tank 6	Tank 7	Tank 8	Tank 9	Tank 10
Tank Ident	Waste Oil	Diesel	Premium							
Tank Capacity	1,000-Gal	10,000-Gal	10,000-Gal							

The results of the survey indicate that all structures ☐ Do ☒ Do Not meet either the -.850 millivolts criterion and/or the 100 millivolts polarization cathodic criterion for cathodic protection as established by NACE.

NACE RP0285-2002; 5.4.2 abnormal conditions in which protection is ineffective or only partially effective sometimes exists. Such conditions may include elevated temperatures, disbanded coatings, shielding, bacterial attack, and unusual contaminants in the soil.

In summary, the structures ☐ Do ☒ Do Not meet regulatory requirements and are cathodically protected in accordance with one of the criteria established by NACE international as the data indicates.

The collected field data consists of continuity and structure to soil potential measurements. This field data is attached below for your review.

Should you have any questions regarding the following information, please do not hesitate to call us.

Sincerely,

Justin Delong
Oscar W. Larson Co.
P: 248-240-0713
E: justin.delong@owlservices.com



10100 DIXIE HWY. CLARKSTON, MI 48348
(248) 620-0070 (248) 549-3610
FAX: (248) 620-0071 620-0072

CATHODIC PROTECTION TEST RESULTS

Site Name: CITY OF HARPER WOODS %
Street Address: 19600 E. Eight Mile Road
City, State, Zip Code: Harper Woods, MI, 48225-1139

Date: 4/11/2025
Call Number: 250327-0171
Phone Number: 3133432570
Email Address:

EQUIPMENT INFORMATION

Test Meter:	FLUKE 27	Serial #:	15060009	Calibration Date:	3/4/2025
Half Cell Type:	COPPER	Serial #:	013	Calibration Date:	4/11/2025
Weather Conditions:	Sunny	Temperature:	47°		
Rectifier Make:		Serial No.:		Model:	
Rectifier Settings:		Course:		Fine:	
Rectifier Readings:		Voltage:		Amperage:	
Shunt Reading:					

STRUCTURE INFORMATION -- SACRIFICIAL

DATA ITEM	Tank 1	Tank 2	Tank 3	Tank 4	Tank 5	Tank 6	Tank 7	Tank 8	Tank 9	Tank 10
Tank Cover	Concrete	Concrete	Concrete							
Tank Ident	Waste Oil	Diesel	Premium							
Tank Capacity	1,000-Gal	10,000-Gal	10,000-Gal							
Pipe Material		Flexible	Flexible							
Pipe System Type		Pressure	Pressure							
NACE Tester Certification # 69820										

NOTES: Yearly Compliance Test.

Anode protection needs to be added to both Diesel and Premium tanks.



10100 DIXIE HWY. • CLARKSTON, MI 48348
(248) 620-0070 • (248) 549-3610
FAX: (248) 620-0071 • 620-0072

Site Name: CITY OF HARPER WOODS %
Street Address: 19600 E. Eight Mile Road
City, State, Zip Code: Harper Woods, MI, 48225-1139

Date: 4/11/2025
Call Number: 250327-0171
Phone Number: 3133432570
Email Address:

Sacrificial System						
TANK #	TANK IDENT	CONTACT POINT #	CONTACT POINT	LOCATION OF REFERENCE CELL	VOLTAGE (CURRENT ON)	COMMENTS (PASS / FAIL)
1	Waste Oil	1	Tank Bottom	Fill	-1.305	Pass
	Waste Oil	2	Tank Bottom	Middle	-1.292	Pass
	Waste Oil	3	Tank Bottom	End	-1.320	Pass
	Waste Oil		Tank Bottom	Remote	-1.351	Pass
2	Diesel	4	Tank Bottom	Fill	-.703	Fail
	Diesel	5	Tank Bottom	Middle	-.706	Fail
	Diesel	6	Tank Bottom	End	-.708	Fail
	Diesel		Tank Bottom	Remote	-.723	Fail
3	Premium	7	Tank Bottom	Fill	-.691	Fail
	Premium	8	Tank Bottom	Middle	-.704	Fail
	Premium	9	Tank Bottom	End	-.701	Fail
	Premium		Tank Bottom	Remote	-.688	Fail
4						
5						



10100 DIXIE HWY. * CLARKSTON, MI 48348
(248) 620-0070 * (248) 549-3610
FAX: (248) 620-0071 * 620-0072

Site Name: CITY OF HARPER WOODS %
Street Address: 19600 E. Eight Mile Road
City, State, Zip Code: Harper Woods, MI, 48225-1139

Date: 4/11/2025
Call Number: 250327-0171
Phone Number: 3133432570
Email Address:

Continuity Measurements -- Galvanic System

Location of Reference Cell: FIX REFERENCE

TANK #	TANK IDENT	CONTACT POINT	VOLTAGE (CURRENT ON)	COMMENTS (CONTINUOUS / INCONCLUSIVE / ISOLATED)
1	Waste Oil	Fill	-.812	Isolated
	Waste Oil	Gauge	-.778	Isolated
	Waste Oil	Tank Bottom	-1.351	
	Waste Oil			
2	Diesel	Fill	-.541	Isolated
	Diesel	Gauge	-.595	Isolated
	Diesel	Sub	-.446	Isolated
	Diesel	Tank Bottom	-.723	
3	Premium	Fill	-.533	Isolated
	Premium	Gauge	-.616	Isolated
	Premium	Sub	-.645	Isolated
	Premium	Tank Bottom	-.688	
4				
5				



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

April 15, 2025

MEMORANDUM TO: The Mayor and Members of City Council

SUBJECT: Appointment to Board/Commission

The City Council sub-committee on Boards and Commissions met to interview residents that expressed interest in serving on the Beautification Commission, the Recreation Advisory Board and the Library Board.

After concluding the interviews, the subcommittee is recommending that Mr. Andrew Cyburt be appointed to the Library Board for a 5 year term ending January 2030, Addarius Bryant to the Recreation Advisory Board for a 3 year term ending January 2028 and Ms. Wendy Cody to the Beautification Commission for a 4 year term ending January 2029.

A copy of their applications is attached for your review and information. If you have any questions, please let me know.

Leslie M. Frank
City Clerk



CITY OF HARPER WOODS
19617 Harper Avenue
Harper Woods, MI 48225

APPLICATION FOR BOARD OR COMMISSION

To be appointed to a board, committee or commission, you must be a registered voter, a resident of the City of Harper Woods and you must not be in default to the City. The term of each board, committee and commission varies and each appointee must be recommended by the City Council interview subcommittee and appointed by the Harper Woods City Council.

Please print or type the application, sign and return it to:

Leslie M. Frank
City Clerk
19617 Harper Avenue
Harper Woods, MI 48225

313-343-2507 fax
lfrank@harperwoods.net

Board or Commission Name Library Board

Applicant's name Andrew Cyburt Email Cyburt.Andrew@proton.me

Address 20012 Woodside St., Harper Woods, MI City Harper Woods State MI Zip 48225

Home/Daytime Phone _____ Cell Phone (313) 515-0960

Occupation Developer + Maker Employer Self-Employed Length of Residency 18 years
+ 6 years = 24 total years

Please tell us why you would like to serve on the board, commission or committee you are applying for. I would like to become a more active part of the community I grew up in. I believe my experience + skills with working in groups, organizing events, + making decisions would be well-suited for helping my local library grow + thrive.

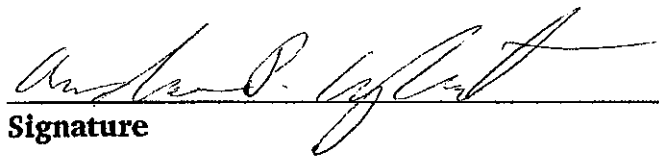
List any educational qualifications, work experience, community or volunteer experience or other qualifications that would help you serve on the board, commission or committee you are applying for:

Event host for the Michigan Humanists (meetups, bowling, etc.)

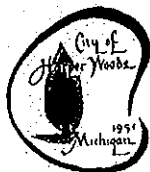
Landscape Foreman - 4 years - Leadership & Communication skills

Michigan Green Party Co-Chair & Web Steward

Have you ever served on or are you presently serving on any other City of Harper Woods board, commission or committee? ☐ Yes ☒ No If yes, please list: _____


Signature

March 24, 2025
Date



CITY OF HARPER WOODS
19617 Harper Avenue
Harper Woods, MI 48225

APPLICATION FOR BOARD OR COMMISSION

To be appointed to a board, committee or commission, you must be a registered voter, a resident of the City of Harper Woods and you must not be in default to the City. The term of each board, committee and commission varies and each appointee must be recommended by the City Council interview subcommittee and appointed by the Harper Woods City Council.

Please print or type the application, sign and return it to:

Leslie M. Frank
City Clerk
19617 Harper Avenue
Harper Woods, MI 48225

313-343-2507 fax
lfrank@harperwoods.net

Board or Commission Name Recreation Advisory Board

Addarius Bryant addariusbryant@gmail.com
Applicant's name **Email**

19900 Woodcrest St Harper Woods MI 48225
Address **City** **State** **Zip**

4072720487
Home/Daytime Phone **Cell Phone**

Underwriter United Wholesale Mortgage 10 months
Occupation **Employer** **Length of Residency**

Please tell us why you would like to serve on the board, commission or committee you are applying for. _____

I would like to serve on the Recreation Advisory Board due to my extensive 10-year background and enduring passion for parks and recreation. Despite a recent career change, I'm eager to continue contributing my expertise to this vital sector, helping to enhance recreational offerings for the Harper Woods community.

List any educational qualifications, work experience, community or volunteer experience or other qualifications that would help you serve on the board, commission or committee you are applying for:

My experience includes over 10 years in parks and recreation, serving in roles such as Deputy Manager of Parks and Recreation Services for the City of Ann Arbor, Events Supervisor for Manatee County Government, and Athletics Supervisor at Northwood University. This decade of experience has equipped me with extensive knowledge in managing municipal recreation programs, facilities, and community engagement initiatives. Throughout my career, I have consistently demonstrated a commitment to enhancing community well-being through innovative recreational services and effective resource management.

Have you ever served on or are you presently serving on any other City of Harper Woods board, commission or committee? _____ Yes X No **If yes, please list:** _____

 Addarius Bryant
Signature

 2/20/2025

Date



CITY OF HARPER WOODS
19617 Harper Avenue
Harper Woods, MI 48225

APPLICATION FOR BOARD OR COMMISSION

To be appointed to a board, committee or commission, you must be a registered voter, a resident of the City of Harper Woods and you must not be in default to the City. The term of each board, committee and commission varies and each appointee must be recommended by the City Council interview subcommittee and appointed by the Harper Woods City Council.

Please print or type the application, sign and return it to:

Leslie M. Frank
City Clerk
19617 Harper Avenue
Harper Woods, MI 48225

313-343-2507 fax
lfrank@harperwoods.net

Board or Commission Name Beautification

Wendy P. Cody wcody@cnshealthcare.org
Applicant's name Email

20624 Old Homestead Harper Woods MI 48225
Address City State Zip

313 526 0998 313 530 3411
Home/Daytime Phone Cell Phone

Children's Family Team Supervisor CNS Healthcare 8yrs
Occupation Employer Length of Residency

Please tell us why you would like to serve on the board, commission or committee you are applying for. I would like to keep my neighborhood beautiful
and clean.

List any educational qualifications, work experience, community or volunteer experience or other qualifications that would help you serve on the board, commission or committee you are applying for:

- Every year I would participate w/ Earth Day / Clean up Day on when I lived in Detroit.

- I organized Mt. Pleasant Missionary Bapt. Church on Inross city clean up day. We cleaned up Baldduck Park for the city of Detroit.

Have you ever served on or are you presently serving on any other City of Harper Woods board, commission or committee? Yes ☐ No ☒ If yes, please list: _____

Wendy P. Gony
Signature

3/4/2025
Date

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF APRIL 21, 2025

AGENDA EXPLANATION

NEW BUSINESS NO. 1 - PUBLIC HEARING FOR SPECIAL ASSESSMENT

EXPLANATION / SUMMARY

As scheduled, we will be holding a public hearing to hear public comment and input on the continuation of a special assessment district. I have attached here an information packet for your review outlining the necessity of continuing this special assessment district in order to move forward with levying the 17.5 mills (8.75 mills for Police and 8.75 mills for Fire) to defray the costs to continue the maintenance of police and fire protection.

For this portion of the agenda, only the standard motions of opening and closing the public hearing will be required.

RECOMMENDED ACTION:

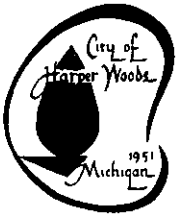
- 1) By MOTION, to open the Public Hearing on the Continuation of a Special Assessment District.
- 2) By MOTION, to close the Public Hearing.

SUBMITTED BY:



Acting City Manager, John Szymanski

___Approved ___Vote



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

April 14, 2025

Memorandum to: Honorable Mayor & City Council

From: John Szymanski, Acting City Manager

Re: Establishment of Special Assessment District – 2025

Under a new law, Public Act 228 of 2022, that became effective on March 28, 2023, that amends Public Act 33, cities with a population of 15,500 or more now may specially assess for police and fire services. Previously, generally only townships, villages, and cities with a population of less than 15,500 could exercise special assessment powers.

Townships, villages and cities with a population of less than 15,500, still may establish the special assessment district pursuant to certain procedures and public hearing on the governing body's own initiative, or pursuant to a petition process by property owners, or by an election. Any city with a population of 15,500 or more may exercise the powers of the law, provided that the question of raising money by special assessment and the amount of the special assessment to be levied in such cities is first approved by a majority of the electors in the special assessment district. The act only compels cities with a population of 15,500 or more to seek voter approval to exercise the special assessment powers.

Municipalities exercising special assessment powers under the act may levy special assessments for police services, fire services or both. Police and fire vehicles, apparatus, equipment and housing may also be funded by special assessment under the act, although there is a 10-mill limit to these non-operational expenditures.

Unlike most special assessments, the act requires that the special assessment be levied based on the taxable value of the properties being assessed. Each municipality specially assessing under the act is required to hold an annual public hearing on the estimated costs and expenses of the police and/or fire services and that year's estimated levy. Lands exempt from ad valorem taxes are also exempt from special assessments levied pursuant to the act.

We are once again asking for approval for the yearly assessment renewal in 2025 for our Police and Fire Department operations. Please remember this assessment started out at a 20 mills combined total. Police were allotted 10 mills and Fire Services were allotted 10 mills.

BUDGET REPORT FOR CITY OF HARPER WOODS
Calculations as of 12/31/2024

ACTIVITY

GL NUMBER

THRU 12/31/24

Dept 305 - POLICE ADMINISTRATION

Dept 306 - STATION DUTY

101-306-702.000	Wages - Vacation Buyback	4,457
101-306-703.000	Wages - Full Time	205,715
101-306-704.000	Wages - Part Time	1,930
101-306-705.000	Wages - Overtime	31,787
101-306-709.000	Wages - Educational Bonus	1,500
101-306-710.000	Wages - Clothing	5,291
101-306-715.000	Heath Insurance Opt Out	9,000
101-306-726.000	Supplies	4,077
101-306-801.000	Professional Contractual	48,587
101-306-930.000	Repairs & Maintenance	1,360
101-306-977.000	Equipment	13,693
Totals for dept 306 - STATION DUTY		327,397

Dept 310 - DETECTIVE BUREAU

101-310-701.000	Wages - Sick Buyback	25,172
101-310-702.000	Wages - Vacation Buyback	49,734
101-310-703.000	Wages - Full Time	237,724
101-310-704.000	Wages - Part Time	41,425
101-310-705.000	Wages - Overtime	60,628
101-310-707.000	Wages - Longevity	3,305
101-310-709.000	Wages - Educational Bonus	400
101-310-710.000	Wages - Clothing Allowance	3,300
101-310-726.000	Supplies	4,723
101-310-801.000	Professional - Contractual	5,589
101-310-930.000	Repairs & Maintenance	85
101-310-956.000	Subscriptions; Dues & Fees	
Totals for dept 310 - DETECTIVE BUREAU		432,085

Dept 315 - TRAFFIC / SAFETY

101-315-726.000	Supplies	482
Totals for dept 315 - TRAFFIC / SAFETY		482

Dept 316 - CROSSING GUARDS

101-316-704.000	Wages - Part Time	78,206
101-316-710.000	Wages - Clothing Allowance	3,600
101-316-726.000	Supplies	17
Totals for dept 316 - CROSSING GUARDS		81,823

Dept 320 - POLICE TRAINING

101-320-703.000	Wages - Full Time	19,895
101-320-705.000	Wages - Overtime	55,896
101-320-714.000	Wages - Tuition Reimbursement	4,487
101-320-726.000	Supplies	4,560
101-320-801.000	Professional - Contractual	18,247
101-320-860.000	Travel; Lodging & Meals	197
101-320-956.000	Subscriptions; Dues & Fees	
Totals for dept 320 - POLICE TRAINING		103,282

Dept 321 - STATE TRAINING

101-321-956.000	Subscriptions; Dues & Fees	
Totals for dept 321 - STATE TRAINING		

Dept 326 - POLICE AUTO

101-326-726.000	Supplies	3,862
101-326-740.000	Police Auto Services-Gasoline	31,184
101-326-930.000	Repairs & Maintenance	14,420
101-326-977.000	Equipment	100,509
Totals for dept 326 - POLICE AUTO		149,975

Dept 328 - SWAT

101-328-726.000	Supplies	733
101-328-956.000	Subscriptions; Dues & Fees	4,000
101-328-977.000	Equipment	10,000
Totals for dept 328 - SWAT		14,733

Dept 330 - LIQUOR LAW ENFORCEMENT

101-330-703.000	Wages - Full Time	61,219
101-330-705.000	Wages - Overtime	
Totals for dept 330 - LIQUOR LAW ENFORCEMENT		61,219

Dept 333 - AREA PATROL

101-333-701.000	Wages - Sick Buyback	34,355
101-333-702.000	Wages - Vacation Buyback	12,238
101-333-703.000	Wages - Full Time	1,600,023
101-333-704.000	Wages - Part Time	31,906
101-333-705.000	Wages - Overtime	507,129
101-333-707.000	Wages - Longevity	20,875
101-333-709.000	Wages - Educational Bonus	4,680
101-333-710.000	Wages - Clothing Allowance	18,976
101-333-714.000	Wages - Tuition Reimbursement	
101-333-726.000	Supplies	24,590
101-333-801.000	Professional Contractual	2,249
101-333-930.000	Repairs & Maintenance	3,213
101-333-956.000	Subscriptions; Dues & Fees	
101-333-977.000	Equipment	92,772
Totals for dept 333 - AREA PATROL		2,353,006

Dept 337 - FIRE ADMINISTRATION

101-337-726.000	Supplies	598
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101-337-801.000	Professional - Contractual	2,407
101-337-930.000	Repairs & Maintenance	1,576
Totals for dept 337 - FIRE ADMINISTRATION		4,581

Dept 339 - FIRE FIGHTING

101-339-703.000	Wages - Full Time	17,551
101-339-705.000	Wages - Overtime	5,931
101-339-726.000	Supplies	2,185
101-339-930.000	Repairs & Maintenance	3,346
101-339-977.000	Equipment	5,344
Totals for dept 339 - FIRE FIGHTING		34,357

Dept 342 - FIRE TRAINING

101-342-703.000	Wages - Full Time	43,817
101-342-705.000	Wages - Overtime	32,388
101-342-726.000	Supplies	533
101-342-801.000	Professional - Contractual	3,820
101-342-860.000	Travel; Lodging & Meals	
101-342-956.000	Subscriptions; Dues & Fees	1,020
Totals for dept 342 - FIRE TRAINING		81,578

Dept 343 - FIRE COMMUNICATIONS

101-343-726.000	Supplies	189
101-343-850.000	Communications	
101-343-930.000	Repairs & Maintenance	
Totals for dept 343 - FIRE COMMUNICATIONS		189

Dept 346 - FIRE AUTO

101-346-726.000	Supplies	43
101-346-740.000	Fire Auto.-Gasoline	3,156
101-346-930.000	Repairs & Maintenance	15,505
101-346-977.000	Equipment	357
Totals for dept 346 - FIRE AUTO		19,061

Dept 347 - AMBULANCE

101-347-703.000	Wages - Full Time	34,105
101-347-705.000	Wages - Overtime	11,301
101-347-726.000	Supplies	2,405

101-347-801.000	Professional - Contractual	50
101-347-941.000	Rentals - Other	
101-347-956.000	Subscriptions; Dues & Fees	1,299
101-347-977.000	Equipment	494
Totals for dept 347 - AMBULANCE		49,654

Dept 348 - FIRE STATION

101-348-702.000	Wages - Vacation Buyback	
101-348-703.000	Wages - Full Time	416,995
101-348-705.000	Wages - Overtime	111,363
101-348-707.000	Wages - Longevity	24,578
101-348-709.000	Wages - Educational Bonus	29,360
101-348-710.000	Wages - Clothing Allowance	3,510
101-348-713.000	Wages - Food Allowance	6,900
101-348-726.000	Supplies	2,794
101-348-860.000	Travel; Lodging & Meals	331
101-348-930.000	Repairs & Maintenance	3,144
101-348-956.000	Subscriptions; Dues & Fees	600
101-348-977.000	Equipment	1,062
Totals for dept 348 - FIRE STATION		600,637

Dept 351 - JAIL

101-351-704.000	Wages - Parttime	76,015
101-351-705.000	Wages - Overtime	102
101-351-726.000	Supplies	6,942
101-351-801.000	Professional - Contractual	6,402
Totals for dept 351 - JAIL		89,461

Dept 430 - ANIMAL CONTROL

101-430-801.000	Professional - Contractual	7,727
Totals for dept 430 - ANIMAL CONTROL		7,727

TOTAL APPROPRIATIONS

\$ 4,635,908.00

Add:*Combined Police & Fire***OPEB - Healthcare Legacy****\$ 195,038.00***Combined Police & Fire***Pension - Legacy****\$ 208,164.00***Combined Police & Fire***Housing****\$ 291,490.16***Combined Police & Fire***Active Employee Healthcare /Denta****\$ 886,040.00*****Grand total***

\$ 6,216,640.16

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF APRIL 21, 2025

AGENDA EXPLANATION

NEW BUSINESS NO. 2 - ADOPT RESOLUTIONS - CONTINUATION OF A SPECIAL ASSESSMENT DISTRICT

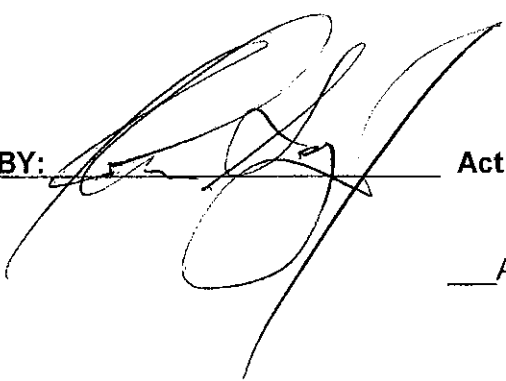
EXPLANATION / SUMMARY

With the public hearing now having been held, it is recommended that the attached resolutions be adopted to continue a special assessment district consisting of all of the lands and premises within the municipal boundaries of the City of Harper Woods to defray the costs to continue maintenance and operations of police and fire.

RECOMMENDED ACTION:

By RESOLUTION, to adopt the attached resolutions to continue a Special Assessment District in the City of Harper Woods.

SUBMITTED BY:



Acting City Manager, John Szymanski

___Approved ___Vote

RESOLUTION

To Establish a Special Assessment District to Levy
an Assessment to Defray the Costs to Continue
Maintenance of Police Protection

Pursuant to Public Act 33 of 1951 (MCLA 41.801 et. seq.), the City of Harper Woods elects to establish a Special Assessment District consisting of all of the lands and premises within the municipal boundaries of the City of Harper Woods

WHEREAS, the City of Harper Woods is a qualified city with a population under 15,500; and

WHEREAS, the City of Harper Woods is authorized to levy and collect a special assessment not to exceed 8.75 mills of taxable value of the area for which police protection is to be furnished; and

WHEREAS, the land owners benefit from the maintenance of police protection and the purchase and maintenance of police equipment and housing; and

WHEREAS, the cost of current operations of police service is \$3,845,851; and

WHEREAS, the cost of police pension obligations is \$790,366 per year.

NOW THEREFORE BE IT RESOLVED, that the City of Harper Woods establishes a special assessment district consisting of all of the lands and premises within the municipal boundaries of the City.

RESOLUTION

To Establish a Special Assessment District to Levy an Assessment to Defray the Costs to Continue Maintenance of Fire Protection

Pursuant to Public Act 33 of 1951 (MCLA 41.801 et. seq.), the City of Harper Woods elects to establish a Special Assessment District consisting of all of the lands and premises within the municipal boundaries of the City of Harper Woods

WHEREAS, the City of Harper Woods is a qualified city with a population under 15,500; and

WHEREAS, the City of Harper Woods is authorized to levy and collect a special assessment not to exceed 8.75 mills of taxable value of the area for which fire protection is to be furnished; and

WHEREAS, the land owners benefit from the maintenance of fire protection and the purchase and maintenance of fire equipment and housing; and

WHEREAS, the cost of current operations of fire service is \$790,057; and

WHEREAS, the cost of fire pension obligations is \$790,366 per year.

NOW THEREFORE BE IT RESOLVED, that the City of Harper Woods establishes a special assessment district consisting of all of the lands and premises within the municipal boundaries of the City.

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF APRIL 21, 2025

AGENDA EXPLANATION

**NEW BUSINESS NO. 3 - ADOPT RESOLUTION - FINANCIAL TRANSACTION
DEVICE PAYMENTS**

EXPLANATION / SUMMARY

Our Auditors have brought to our attention that the governing body of a local unit shall adopt a resolution authorizing the acceptance of payments by a financial transaction device. Since the city has recently added payment of taxes by individual cell phone programs, we must comply with Michigan Compiled Law - MCL - Section 129.223.

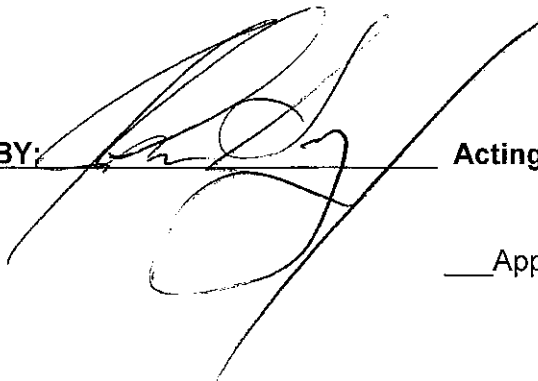
Adopting this resolution will ensure compliance with State laws governing financial transaction devices.

I recommend approval of this request.

RECOMMENDED ACTION:

By RESOLUTION, to adopt the attached resolution authorizing the acceptance of payments by a financial transaction device, in compliance with MCL Section 129.223.

SUBMITTED BY:



Acting City Manager, John Szymanski

___Approved ___Vote

CITY OF HARPER WOODS
WAYNE COUNTY, MICHIGAN

RESOLUTION NO. _____

AUTHORIZATION TO ACCEPT PAYMENTS BY FINANCIAL TRANSACTION DEVICES

WHEREAS, the City of Harper Woods desires to modernize payment processes and enhance convenience for its constituents;

WHEREAS, Public Act 280 of 1995 (MCL §129.221-129.224) allows local units to accept payments by financial transaction devices;

WHEREAS, the City of Harper Woods has determined that accepting payments by credit card, debit card, and other electronic means will improve efficiency and convenience;

NOW, THEREFORE, BE IT RESOLVED, that the City of Harper Woods hereby authorizes the acceptance of payments by financial transaction devices for all fees, taxes, and assessments collected by the City;

FURTHER RESOLVED, that the Harper Woods Treasurer or designee is authorized to determine the specific types of financial transaction devices to be accepted and the procedures for processing these payments;

FURTHER RESOLVED, that authorized personnel for accepting financial transaction devices shall be limited to those individuals designated by the Harper Woods Treasurer or designee;

FURTHER RESOLVED, that this resolution shall be reviewed and updated annually to ensure compliance with applicable State laws and regulations;

FURTHER RESOLVED, that this resolution shall be effective immediately.

ADOPTED THIS _____ DAY OF _____, 2025

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF APRIL 21, 2025

AGENDA EXPLANATION

**NEW BUSINESS NO. 4 - ADOPT POLICY TO PROVIDE ACCOMMODATIONS
TO DISABLED PERSONS**

EXPLANATION / SUMMARY

Attached is a memorandum from the City Attorney with regard to providing accommodations to disabled persons at City Council meetings.

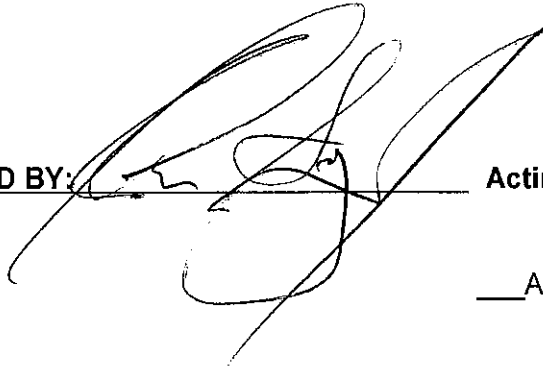
I have prepared the draft policy, based on the comments provided by her, for your discussion, comments and any revisions you see fit.

It is my recommendation that a policy be approved to provide for these accommodations.

RECOMMENDED ACTION:

By RESOLUTION, to adopt the attached policy to Provide Accommodations to Disabled Persons at City Council meetings.

SUBMITTED BY:

A large, stylized handwritten signature in black ink, likely belonging to John Szymanski, is written over a horizontal line.

Acting City Manager, John Szymanski

___Approved ___Vote

MEMORANDUM

TO: HARPER WOODS CITY COUNCIL

FROM: SHARON A. DeWAELE-PERSICHINI

DATE: APRIL 9, 2025

RE: OMA and PROVIDING AN ACCOMMODATION TO DISABLED PERSONS

To ensure compliance under the Open Meetings Act and the Americans with Disabilities Act, the City should evaluate requests for accommodations using the following procedure:

First consider: does the individual have a qualifying disability?

A qualifying disability includes a physical or mental impairment that substantially limits one or more of the major life activities of such individual. 42 USC 12102 (1)(A). When virtual participation at public meetings is requested as an accommodation, the disability must affect the individual's ability to physically attend the meeting.

Is the request for accommodation reasonable?

A request for accommodation is reasonable unless it requires a fundamental alteration in the nature of a program or imposes undue financial and administrative burdens. *Smith & Lee Assoc, Inc v City of Taylor*, 102 F3d 781 (CA 6, 1996).

This is also a fact-specific inquiry. Factors to consider when determining whether providing remote access to a public meeting is reasonable include:

Has the public body provided remote access to its public meetings in the past?

Does the public body have sufficient resources and knowledge to provide remote access to its public meeting?

Given the history of remote access during the COVID-19 pandemic, a request to provide remote access to a public meeting may be considered a reasonable; such as providing zoom access. However, a request for a fully virtual option is more likely to be viewed as a fundamental alteration of a City's services, and therefore not required. For example, the remote attending being able to converse with council may not be required.

May want to consider zoom attendance; without the ability to comment during the meeting. The disabled individual would contact the city, request the zoom accommodation and be provided with a special code. This may help prevent too many people seeking the accommodation. The disabled person would still need to make the request at least 72 hours in advance of the meeting to ensure the "zoom equipment" is

available/operational. Also, any comments could need to be submitted according to the policy below.

DRAFT POLICY:

The City of Harper Woods is committed to fostering an inclusive environment and will make reasonable accommodations for individuals with disabilities to attend public meetings. Requests for an accommodation must be made at least 72 hours in advance of any meeting by calling the city clerk at _____. (THIS IS FOR THE PERSON WHO WOULD LIKE TO ATTEND IN-PERSON BUT MAY NEED ASSISTANCE).

For persons who are disabled and the disability prevents in-person attendance at a council meeting, public comments may be submitted via e-mail. Any comments, either on agenda items or during public comment period must be submitted by e-mailing the comment to _____ (I WOULD SUGGEST SETTING UP A SPECIAL E-MAIL ACCOUNT SPECIFICALLY SET UP FOR RECEIVING "PUBLIC COMMENT E-MAILS" SO THAT THEY DO NOT GET LOST IN THE MULTIPLE MESSAGES WE ALL RECEIVE). The e-mail must be received no later than 10:00 am of the meeting day in order to ensure the comment will be received in time to be submitted for reading. (THIS WAS ARBITRARY, COULD CHOOSE ANOTHER TIME)

CITY OF HARPER WOODS
POLICY TO PROVIDE ACCOMMODATION
TO DISABLED PERSONS

The City of Harper Woods is committed to fostering an inclusive environment and will make reasonable accommodations for individuals with disabilities to attend public meetings. Requests for an accommodation for an in-person attendance at a meeting must be made at least 72 hours in advance of any meeting by calling the City Clerk at 313-343-2510 or emailing at lfrank@harperwoods.net.

For persons who are disabled and the disability prevents in-person attendance at a Council meeting, public comments may be submitted via email. Any comments, either on agenda items or during public comment period must be submitted by emailing the comment to the City Clerk at lfrank@harperwoods.net. The email must be received no later than 10:00 am of the meeting day in order to ensure the comment will be received in time to be submitted for reading. The comment being read must also adhere to the three (3) minute allotted time frame allowed.

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF APRIL 21, 2025

AGENDA EXPLANATION

**NEW BUSINESS NO. 5 - CONTRACT EXTENSION - MISCELLANEOUS CONCRETE
PAVEMENT REPAIR PROGRAM**

EXPLANATION / SUMMARY

Attached is correspondence from our City Engineers regarding our Miscellaneous Concrete Repair Program. We have been reviewing an offer from L. Anthony Construction, who did last year's project, to honor their existing prices for an extension for 2025.

By extending this contract, we save the cost of preparing new bid specifications, advertising and other startup costs. Further, based on other recent bids we do not feel that bidding will result in lower prices. This work is spread throughout the City and contractors usually bid higher because of this and it would not be cost-effective to re-bid it.

I have discussed this at length with the engineers and agree with their recommendation. We recommend that the modification be approved.

RECOMMENDED ACTION:

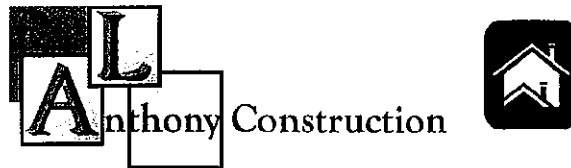
By RESOLUTION, approve the Contract Modification in an amount not to exceed \$340,000.00 with L. Anthony Construction for the 2025 Miscellaneous Concrete Pavement Repair Program, #180-363.

SUBMITTED BY:



Acting City Manager, John Szymanski

 Approved Vote



12185 East Ridge Drive
Bruce Township, MI 48065
586-992-9588 Office /586-992-9589

April 10, 2025

City Of Harper Woods
19617 Harper Ave.
Harper Woods, Mi. 48225

RE; 2025 Concrete Road and Sidewalk Repair

We would like to extend our contract with a \$7,000.00 mobilization fee increase and a \$3,000.00 traffic control increase. This will cover the increase for our bonds, insurance, fuel surcharges, concrete, labor and cost of living.
By adding the increase to the mobilization and traffic control we can keep unit prices the same.

Thank You
Larry Forgione



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia

586.726.1234 | www.aewinc.com

April 14, 2025

John Szymanski, Acting City Manager
City of Harper Woods
19617 Harper Avenue
Harper Woods, Michigan 48225

Reference: 2025 Miscellaneous Concrete Repair Program
City of Harper Woods
AEW Project No. 0180-0363

Dear Mr. Szymanski:

We have received a request from L. Anthony Construction (letter attached), who is currently under contract for the 2024 Miscellaneous Concrete Repair Program, offering to extend the unit bid prices for the proposed 2024 program on Lansdowne and streets designated city-wide.

They are asking for an increase in the mobilization and traffic control fee to offset the additional cost for bonds, insurance, concrete and labor/materials. The unit prices in the current contract are at or below unit prices for similar projects. Further considering the cost savings in not bidding a new project, the performance and quality of work performed by L. Anthony Construction, we feel it is in the best interest of the City of Harper Woods to approve a contract extension.

We will wait your authorization before processing a contract modification for the 2025 Program. The contract modification will be in the amount budgeted for major and local roads and the water and sewer fund. It is our understanding the total amount currently proposed is \$340,000.00.

Please advise if you may have any questions or require additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Frank D. Varicalli', with a stylized flourish at the end.

Frank D. Varicalli
Infrastructure Rehab Group Lead

cc: Heather Toutant, Director of Public Works
Leslie M. Frank, City Clerk
Ryan Kern, PE, AEW

Enclosure

M:\0180\0180-0363\Project Mgmt\Correspondence\Drafts\SzymanskiFDY250414.docx

PROPOSAL

CITY OF HARPER WOODS 2025 CONCRETE PAVEMENT REPAIR PROGRAM AEW PROJECT NO. 0180-0363

<u>Item No.</u>	<u>Description</u>	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Bid Unit Price</u>	<u>Bid Price</u>
1	Mobilization	1	LS	\$ 20,000.00	\$ 20,000.00
2	Sidewalk, Rem	2,700	Sft	\$ 1.00	\$ 2,700.00
3	_Driveway, Conc, Rem	180	Syd	\$ 9.00	\$ 1,620.00
4	_Subgrade Undercutting, Type II, Modified	36	Cyd	\$ 20.00	\$ 720.00
5	_External Structure Wrap, 18 inch	18	Ea	\$ 350.00	\$ 6,300.00
6	Dr Structure Cover, Adj, Case 1, Modified	18	Ea	\$ 200.00	\$ 3,600.00
7	Dr Structure, Adj, Add Depth	29	Ft	\$ 200.00	\$ 5,760.00
8	Dr Structure, Tap, 4 inch	22	Ea	\$ 20.00	\$ 432.00
9	_Dr Structure Cover, Catch Basin	11	Ea	\$ 375.00	\$ 4,050.00
10	_Dr Structure Cover, Sanitary Manhole	4	Ea	\$ 375.00	\$ 1,350.00
11	Underdrain, Subgrade, 4 inch	360	Ft	\$ 10.00	\$ 3,600.00
12	Joint, Expansion, E2	216	Ft	\$ 12.00	\$ 2,592.00
13	_Joint, Expansion, Erg, Modified	216	Ft	\$ 12.00	\$ 2,592.00
14	Lane Tie, Epoxy Anchored	2,160	Ea	\$ 5.00	\$ 10,800.00
15	Pavt Repr, Nonreinf Conc, 8 inch	2,808	Syd	\$ 65.00	\$ 182,520.00
16	Pavt Repr, Rem, Modified	2,808	Syd	\$ 14.00	\$ 39,312.00
17	_Full Depth Sawcutting through Existing Pavement, Driveway, or Curb	3,744	Ft	\$ 1.50	\$ 5,616.00
18	Driveway, Nonreinf Conc, 6 inch	180	Syd	\$ 44.00	\$ 7,920.00

PROPOSAL

CITY OF HARPER WOODS 2025 CONCRETE PAVEMENT REPAIR PROGRAM AEW PROJECT NO. 0180-0363

Item No.	Description	Estimated Quantity	Unit	Bid Unit Price	Bid Price
19	Detectable Warning Surface	36	Ft	\$ 30.00	\$ 1,080.00
20	Sidewalk, Conc, 4 inch	1980	Sft	\$ 5.00	\$ 9,900.00
21	Sidewalk, Conc, 6 inch	360	Sft	\$ 5.50	\$ 1,980.00
22	_Sidewalk Ramp, Conc, 8 inch	360	Sft	\$ 6.00	\$ 2,160.00
23	Surface Restoration (Seeding)	360	Syd	\$ 6.00	\$ 2,160.00
24	_Traffic Maintenance and Control	1	LS	\$ 7,000.00	\$ 7,000.00
PROPOSAL GRAND TOTAL					\$ 325,764.00

L Anthony Construction, Inc.

Bidder/Company

DocuSigned by:

Larry Forgione

Signature

Larry Forgione

Printed Name

Signed by:

[Signature]

Attest Signature

Amy Forgione

Attest Printed Name

45997 Joseph St, Shelby Twp, MI 48317

Address

(586) 643-6908

Telephone

lanthonyconst@gmail.com

Email Address

4/14/2025

Date of Signature

*Contractor will be required to submit Bonds and Insurance for this project

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF APRIL 21, 2025

AGENDA EXPLANATION

**NEW BUSINESS NO. 6 - MICHIGAN DEPARTMENT OF TRANSPORTATION CONTRACT
SIDEWALK MODERNIZATION PROJECT**

EXPLANATION / SUMMARY

Attached is a contract with the Michigan Department of Transportation for the Sidewalk Modernization project. This project entails concrete sidewalk reconstruction along various streets citywide. As you recall, the total project cost is estimated at \$219,000.00 and provides for federal grant funds of \$170,100.00, and a local match of \$42,900.00. The contract has been approved for form and it is requested that it be approved.

RECOMMENDED ACTION:

By RESOLUTION, approve the following contract with the Michigan Department of Transportation for the Sidewalk Modernization project consisting of concrete sidewalk reconstruction along various streets citywide. The total project cost is estimated at \$219,000.00 and provides for federal funds of \$170,100.00 and a local match of \$42,900.00; MDOT Contract No. 25-5216; Control Section TAU 82000; Job Number 221328CON and Project Number 25A0497, and further to authorize the Mayor and the acting City Manager to sign the contract.

SUBMITTED BY:


Acting City Manager, John Szymanski

___Approved ___Vote

TAP

DA

Control Section	TAU 82000
Job Number	221328CON
Project	25A0497
CFDA No.	20.205 (Highway Research Planning & Construction)
Contract No.	25-5216

PART I

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF HARPER WOODS, a Michigan municipal corporation, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in Harper Woods, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated April 7, 2025, attached hereto and made a part hereof:

PART A – FEDERAL PARTICIPATION

0.8 Miles of concrete sidewalk reconstruction along various streets citywide; and all together with necessary related work.

PART B – NO FEDERAL PARTICIPATION

Irrigation repairs along the limits as described in PART A; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of transportation enhancement activities; and

WHEREAS, it has been determined that the PROJECT qualifies for such funding by virtue of its direct relationship with the intermodal transportation system; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

TRANSPORTATION ALTERNATIVES PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, in consideration of the premises and of the mutual undertakings of the parties and in conformity with applicable law, it is agreed:

1. The parties hereto shall undertake and complete the PROJECT in accordance with the terms of this contract.

2. The term "PROJECT COST", as herein used, is hereby defined as the cost of the physical construction necessary for the completion of the PROJECT, including any other costs incurred by the DEPARTMENT as a result of this contract, except construction engineering and inspection.

No charges will be made by the DEPARTMENT to the PROJECT for any inspection work or construction engineering.

The costs incurred by the REQUESTING PARTY for preliminary engineering, construction engineering, construction materials testing, inspection, and right-of-way are excluded from the PROJECT COST as defined by this contract.

The Michigan Department of Environment, Great Lakes, and Energy has informed the DEPARTMENT that it adopted new administrative rules (R 325.10101, et. seq.) which prohibit any governmental agency from connecting and/or reconnecting lead and/or galvanized service lines to existing and/or new water main. Questions regarding these administrative rules should be directed to EGLE. The cost associated with replacement of any lead and/or galvanized service lines, including but not limited to contractor claims, will be the sole responsibility of the REQUESTING PARTY.

3. The DEPARTMENT is authorized by the REQUESTING PARTY to administer on behalf of the REQUESTING PARTY all phases of the PROJECT including advertising and awarding the construction contract for the PROJECT or portions of the PROJECT. Such administration shall be in accordance with PART II, Section II of this contract.

Any items of the PROJECT COST incurred by the DEPARTMENT may be charged to the PROJECT.

4. The REQUESTING PARTY, under the terms of this contract, shall:

A. At no cost to the PROJECT

(1) Design or cause to be designed the plans for the PROJECT.

(2) Appoint a project engineer who shall be in responsible charge of the PROJECT and ensure that the plans and specifications are followed.

- (3) Perform or cause to be performed the construction engineering, construction materials testing, and inspection services necessary for the completion of the PROJECT.
- B. At least 10 days prior to any ceremony to be held in connection with the PROJECT, notify the DEPARTMENT.
- C. When issuing any news release or promotional material regarding the PROJECT, give the DEPARTMENT and FHWA credit for participation in the PROJECT and provide a copy of such material to the DEPARTMENT.

The REQUESTING PARTY will furnish the DEPARTMENT proposed timing sequences for trunkline signals that, if any, are being made part of the improvement. No timing adjustments shall be made by the REQUESTING PARTY at any trunkline intersection, without prior issuances by the DEPARTMENT of Standard Traffic Signal Timing Permits.

- 5. The PROJECT COST shall be met in accordance with the following:

PART A

Federal Funds shall be applied to the eligible items of the PART A portion of the PROJECT COST up to the lesser of: (1) \$170,100 or (2) an amount such that 81.85 percent, the normal Federal participation ratio for such funds, for the PART A portion of the PROJECT is not exceeded at the time of the award of the construction contract. The balance of the PART A portion of the PROJECT COST, after deduction of Federal Funds, shall be charged to and paid by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

PART B

The PART B portion of the PROJECT COST is not eligible for Federal participation and shall be charged to and paid 100 percent by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

Any items of PROJECT COST not reimbursed by Federal Funds will be the sole responsibility of the REQUESTING PARTY.

- 6. No working capital deposit will be required for this PROJECT.

In order to fulfill the obligations assumed by the REQUESTING PARTY under the provisions of this contract, the REQUESTING PARTY shall make prompt payments of its share of the PROJECT COST upon receipt of progress billings from the DEPARTMENT as herein provided. All payments will be made within 30 days of receipt of billings from the DEPARTMENT. Billings to the REQUESTING PARTY will be based upon the REQUESTING PARTY'S share of the actual costs incurred less Federal Funds earned as the PROJECT progresses.

- 7. It is understood that the REQUESTING PARTY is responsible for the facilities constructed as the PROJECT and that said facilities may require special or unusual operation

and/or maintenance. The REQUESTING PARTY certifies, by execution of this contract, that upon completion of construction and at no cost to the PROJECT or the DEPARTMENT, it will properly maintain or provide for the maintenance and operation of the PROJECT, making ample provisions each year for the performance of such maintenance work as may be required. Upon completion of the PROJECT, the REQUESTING PARTY shall accept the facilities constructed as built to specifications within the construction contract documents.

On projects involving the mobility for bicyclists, the REQUESTING PARTY will enact no ordinances or regulations prohibiting the use of bicycles on the facility hereinbefore described as the PROJECT and will amend any existing restrictive ordinances in this regard so as to allow use of this facility by bicycles. No motorized vehicles shall be permitted on such facility constructed as the PROJECT except those for maintenance or emergency assistance purposes, or mobility for persons with disabilities.

On projects involving the restoration of historic facilities, the REQUESTING PARTY agrees that the project will not be awarded until the owner of such facilities has an Historic Preservation Covenant, which includes an Historic Preservation Easement, or an Historic Preservation Agreement, as appropriate, with the Michigan State Historic Preservation Office in accordance with 1995 PA 60 for the purpose of ensuring that the historic property will be preserved. The REQUESTING PARTY also agrees that such facilities shall be maintained and repaired by the REQUESTING PARTY or owner, as applicable, at no cost to the DEPARTMENT or the PROJECT, in such a manner as to preserve the historical integrity of features, materials, appearance, workmanship, and environment.

On projects which include landscaping, the DEPARTMENT, at PROJECT COST, agrees to perform or cause to be performed, the watering and cultivating necessary to properly establish the plantings for a period of two growing seasons, in general conformance with Section 815.03(I) of the DEPARTMENT'S Standard Specifications for Construction. The REQUESTING PARTY shall maintain all plantings following completion of said period of establishment.

Failure of the REQUESTING PARTY to fulfill its responsibilities as outlined herein may disqualify the REQUESTING PARTY from future Federal aid participation in Transportation Alternatives Program projects or in other projects on roads or streets for which it has maintenance responsibility. Federal aid may be withheld until such time as deficiencies in regulations have been corrected, and the improvements constructed as the PROJECT are brought to a satisfactory condition of maintenance.

8. The performance of the entire PROJECT under this contract, whether Federally funded or not, will be subject to the provisions and requirements of PART II that are applicable to a Federally funded project.

In the event of any discrepancies between PART I and PART II of this contract, the provisions of PART I shall prevail.

Buy America Requirements (23 CFR 635.410) shall apply to the PROJECT and will be adhered to, as applicable, by the parties hereto.

9. The REQUESTING PARTY certifies that it is not aware if and has no reason to believe that the property on which the work is to be performed under this agreement is a facility, as defined by the Michigan Natural Resources and Environmental Protection Act [(NREPA), PA 451, 1994, as amended 2012]; MCL 324.20101(1)(s). The REQUESTING PARTY also certifies that it is not a liable party pursuant to either Part 201 or Part 213 of NREPA, MCL 324.20126 et seq. and MCL 324.21323a et seq. The REQUESTING PARTY is a local unit of government that has acquired or will acquire property for the use of either a transportation corridor or public right-of-way and was not responsible for any activities causing a release or threat of release of any hazardous materials at or on the property. The REQUESTING PARTY is not a person who is liable for response activity costs, pursuant to MCL 324.20101 (vv) and (ww).

10. If, subsequent to execution of this contract, previously unknown hazardous substances are discovered within the PROJECT limits, which require environmental remediation pursuant to either state or federal law, the REQUESTING PARTY, in addition to reporting that fact to the Michigan Department of Environment, Great Lakes, and Energy, shall immediately notify the DEPARTMENT, both orally and in writing of such discovery. The DEPARTMENT shall consult with the REQUESTING PARTY to determine if it is willing to pay for the cost of remediation and, with the FHWA, to determine the eligibility, for reimbursement, of the remediation costs. The REQUESTING PARTY shall be charged for and shall pay all costs associated with such remediation, including all delay costs of the contractor for the PROJECT, in the event that remediation and delay costs are not deemed eligible by the FHWA. If the REQUESTING PARTY refuses to participate in the cost of remediation, the DEPARTMENT shall terminate the PROJECT. The parties agree that any costs or damages that the DEPARTMENT incurs as a result of such termination shall be considered a PROJECT COST.

11. If federal and/or state funds administered by the DEPARTMENT are used to pay the cost of remediating any hazardous substances discovered after the execution of this contract and if there is a reasonable likelihood of recovery, the REQUESTING PARTY, in cooperation with the Michigan Department of Environment, Great Lakes, and Energy and the DEPARTMENT, shall make a diligent effort to recover such costs from all other possible entities. If recovery is made, the DEPARTMENT shall be reimbursed from such recovery for the proportionate share of the amount paid by the FHWA and/or the DEPARTMENT and the DEPARTMENT shall credit such sums to the appropriate funding source.

12. The DEPARTMENT'S sole reason for entering into this contract is to enable the REQUESTING PARTY to obtain and use funds provided by the Federal Highway Administration pursuant to Title 23 of the United States Code.

Any and all approvals of, reviews of, and recommendations regarding contracts, agreements, permits, plans, specifications, or documents, of any nature, or any inspections of work by the DEPARTMENT or its agents pursuant to the terms of this contract are done to assist the REQUESTING PARTY in meeting program guidelines in order to qualify for available funds. Such approvals, reviews, inspections, and recommendations by the DEPARTMENT shall not relieve the REQUESTING PARTY of its ultimate control and shall not be construed as a warranty of their propriety or that the DEPARTMENT is assuming any liability, control, or jurisdiction.

The providing of recommendations or advice by the DEPARTMENT or its agents does not relieve the REQUESTING PARTY and the local agencies, as applicable of their exclusive jurisdiction of any of their highways and responsibility under MCL 691.1402 et seq., as amended.

When providing approvals, reviews and recommendations under this contract, the DEPARTMENT or its agents is performing a governmental function, as that term is defined in MCL 691.1401 et seq., as amended, which is incidental to the completion of the PROJECT.

Upon completion of the PROJECT, the REQUESTING PARTY shall accept the facilities constructed as built to specifications within the contract documents. It is understood that the REQUESTING PARTY shall own the facilities and shall operate and maintain the facilities in accordance with all applicable Federal and State laws and regulations, including, but not limited to, Title II of the Americans with Disabilities Act (ADA), 42 USC 12131 et seq., and its associated regulations and standards, and DEPARTMENT Road and Bridge Standard Plans and the Standard Specifications for Construction.

13. The DEPARTMENT, by executing this contract, and rendering services pursuant to this contract, has not and does not assume jurisdiction of any REQUESTING PARTY highway for purposes of MCL 691.1402 et seq., as amended. Exclusive jurisdiction of such highway for the purposes of MCL 691.1402 et seq., as amended, rests with the REQUESTING PARTY and other local agencies having respective jurisdiction.

14. The REQUESTING PARTY shall approve all of the plans and specifications to be used on the PROJECT and shall be deemed to have approved all changes to the plans and specifications when put into effect. It is agreed that ultimate responsibility and control over the PROJECT rests with the REQUESTING PARTY and local agencies, as applicable.

15. The REQUESTING PARTY agrees that the costs reported to the DEPARTMENT for this contract will represent only those items that are properly chargeable in accordance with this contract. The REQUESTING PARTY also certifies that it has read the contract terms and has made itself aware of the applicable laws, regulations, and terms of this contract that apply to the reporting of costs incurred under the terms of this contract.

16. Each party to this contract will remain responsible for any and all claims arising out of its own acts and/or omissions during the performance of the contract, as provided by this contract or by law. In addition, this is not intended to increase or decrease either party's liability for or immunity from tort claims. This contract is also not intended to nor will it be interpreted as giving either party a right of indemnification, either by contract or by law, for claims arising out of the performance of this contract.

17. The parties shall promptly provide comprehensive assistance and cooperation in defending and resolving any claims brought against the DEPARTMENT by the contractor, vendors or suppliers as a result of the DEPARTMENT'S award of the construction contract for the PROJECT. Costs incurred by the DEPARTMENT in defending or resolving such claims shall be considered PROJECT COSTS.

18. The DEPARTMENT shall require the contractor who is awarded the contract for the construction of the PROJECT to provide insurance in the amounts specified and in accordance with the DEPARTMENT'S current Standard Specifications for Construction and to:

- A. Maintain bodily injury and property damage insurance for the duration of the PROJECT.
- B. Provide owner's protective liability insurance naming as insureds the State of Michigan, the Michigan State Transportation Commission, the DEPARTMENT and its officials, agents and employees, the REQUESTING PARTY and any other county, county road commission, or municipality in whose jurisdiction the PROJECT is located, and their employees, for the duration of the PROJECT and to provide, upon request, copies of certificates of insurance to the insureds. It is understood that the DEPARTMENT does not assume either ownership of any portion of the PROJECT or jurisdiction of any REQUESTING PARTY highway as a result of being named as an insured on the owner's protective liability insurance policy.
- C. Comply with the requirements of notice of cancellation and reduction of insurance set forth in the current standard specifications for construction and to provide, upon request, copies of notices and reports prepared to those insured.

19. This contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the parties hereto and upon the adoption of the necessary resolutions approving said contract and authorizing the signatures thereto of the respective officials of the REQUESTING PARTY, a certified copy of which resolution shall be attached to this contract.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed as written below.

CITY OF HARPER WOODS

MICHIGAN DEPARTMENT
OF TRANSPORTATION

By _____
Title:

By _____
for Department Director MDOT

By _____
Title:

April 7, 2025

EXHIBIT I

CONTROL SECTION TAU 82000
JOB NUMBER 221328CON
PROJECT 25A0497

ESTIMATED COST

CONTRACTED WORK

	<u>PART A</u>	<u>PART B</u>	<u>TOTAL</u>
Estimated Cost	\$213,000	\$ 6,000	\$219,000

COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	\$213,000	\$ 6,000	\$219,000
Less Federal Funds*	<u>\$170,100</u>	<u>\$ 0</u>	<u>\$170,100</u>
BALANCE (REQUESTING PARTY'S SHARE)	\$ 42,900	\$ 6,000	\$ 48,900

*Federal Funds for the PROJECT are limited to an amount as described in Section 5.

NO DEPOSIT