



BANGOR CITY COUNCIL REGULAR MEETING AGENDA

Date: December 2, 2024

Time: 7:00 PM

Location: 257 W Monroe St Bangor, MI 49013

City Council meetings are conducted in accordance with Michigan's Open Meeting Act (OMA), 1976 PA 267, MCL 15.261 et seq. and Roberts Rules of Order Newly Revised.

1. Call to Order
2. Pledge of Allegiance & Roll Call of Council Members
3. Approval of Agenda
4. Consent Agenda Items (Roll Call Vote)

Consent agenda items can be adopted by a simple motion.

Any consent agenda item may be removed at the request of a Council Member.

- a. Approval of Regular Meeting minutes for 11/18/24
- b. Approval of General Checking Accounts Payable & Payroll for 11/25/24 for \$96,456.34
- c. Approval of Roads Checking Accounts Payable for 11/25/24 for \$3,778.00

5. Other Regular Business (Resolutions, Proclamations, Reports, and Presentations)

- a. Planning Comm. Reappointment/Carla Gray Term 07/01/2024-06/30/2027 City Manager Weber
- b. Planning Comm. Reappointment/Kevin Gruetzmacher Term 07/01/2024-06/30/2027 City Manager Weber

6. Opportunity for Public Comment* A limit of three (3) minutes per speaker is in effect.

7. Unfinished Business

- a. Accept MRWA Wastewater Rate Study City Manager Weber
- b. Accept MRWA Water Rate Study City Manager Weber

8. New Business

- a. City Attorney Advice City Attorney Graham
- b. Add Renee Ward/Sturgis Bank Deposit Bag Pick Up Clerk Umbanhowar
- c. Approval of 2025 Meeting Schedule Clerk Umbanhowar
- d. Ordinance #298 – Regular Scheduled Meetings for the Council Clerk Umbanhowar
- e. Bangor Police Officer Wage Analysis City Manager Weber
- f. Sidewalk Plan Summer 2025 City Manager Weber
- g. Seal Coating/Van Buren County Road Commission Summer 2025 City Manager Weber
- h. Ordinance #296 – Automatic Annual Increases Water Rates City Manager Weber
- i. Ordinance #297 – Automatic Annual Increases Wastewater Rates City Manager Weber

9. Opportunity for Public Comment* A limit of three (3) minutes per speaker is in effect.

10. Council Member Comments

11. Adjournment

UPCOMING MEETINGS:
Parks & Recreation – Dec 3 @ 4:30PM
Planning – Dec 12 @ 7PM
Council – Dec 16 @ 7PM
DDA – Dec 17 @ 7PM
Bangor Housing – Dec 19 @ 6PM (820 Second St)
EDC – Done meeting until March 2025
Cemetery – Done meeting until April 2025

*The purpose of the public comment periods are for members of the public to inform the council of their views. Traditionally, Council does not respond to comments made at the meeting; however, the Mayor or City Manager may direct staff to follow up with the speaker as appropriate. Public and council comments are not required to be recorded. "Meeting Minutes are a record of what was done, not what was said" - Roberts Rules of Order Newly Revised (RONR)



CITY OF BANGOR

BANGOR COUNCIL MEETING MINUTES

November 18, 2024

MINUTES

Council Chambers

Regular Meeting

7:00PM

257 W MONROE ST
BANGOR, MI 49013

1. This meeting was called to order by Mayor Farmer at 7:00 pm.
2. PLEDGE OF ALLEGIANCE IS LED BY COUNCILMEMBER UPLINGER AND RECITED BY ALL PRESENT

ATTENDANCE/ROLL CALL

Attendee Name	Title	Status	
		Present	Absent
Lynne Farmer	Mayor	X	
Pati Martinez-Serratos	Mayor Pro Tem	X	
Heléne Rivers	Councilmember	X	
Jeremy Uplinger	Councilmember	X	
Jerry Muenzer	Councilmember	X	
Amber Garcia	Councilmember	X	
Darla McCrumb	Councilmember	X	
QUORUM MET			

OTHERS PRESENT

Shelly Umbanhowar, Clerk
 Stephenie Cagle, Treasurer
 Ezekiel Drake, Code Enforcement
 Derek Babcock, Fire Chief

Paul Leonard, Police Officer
 Steve Lowder, DPW Director
 Approximately 5 members of the public

3. APPROVAL OF REGULAR AGENDA

Motion to accept Regular Meeting Agenda as Presented.	
RESULT:	CARRIED (UNANIMOUS)
MOVER:	Jeremy Uplinger, Councilmember
SECONDER:	Heléne Rivers, Councilmember

4. APPROVAL OF CONSENT AGENDA

a. Consent Agenda

Motion to accept Consent Agenda items:	
Regular Meeting Minutes 11/04/24 , General Checking Accounts Payable & Payroll in the amount of \$122,508.54 and T&A Checking Accounts Payable in the amount of \$5,655.20 .	
RESULT:	APPROVED (7 YES)
MOVER:	Amber Garcia, Councilmember
SECONDER:	Darla McCrumb, Councilmember
AYES:	Rivers, Martinez-Serratos, Muenzer, Uplinger, McCrumb, Garcia, Farmer

5. OTHER REGULAR BUSINESS**a. Reports**

Department Head and Commission & Boards Reports (*DPW, Police, Fire, Code Enforcement, Clerk, Treasurer, Planning, EDC, DDA, Bangor Housing*) were given.

6. OPPORTUNITY FOR PUBLIC COMMENT

Public comments were heard.

7. UNFINISHED BUSINESS

None

8. NEW BUSINESS**a. Fund Deficiency Plan/Fire District Fund – Resolution No. 2024-18**

Motion to accept Resolution No. 2024-18 Deficit Elimination Plan, Fire District Fund	
RESULT:	APPROVED (7 YES)
MOVER:	Amber Garcia, Councilmember
SECONDER:	Heléne Rivers, Councilmember
AYES:	Rivers, Garcia, Martinez-Serratos, Muenzer, Uplinger, McCrumb, Farmer

b. Fund Deficiency Plan/Sewer Fund – Resolution No. 2024-19

Motion to accept Resolution No. 2024-19 Deficit Elimination Plan, Sewer Fund	
RESULT:	APPROVED (7 YES)
MOVER:	Darla McCrumb, Councilmember
SECONDER:	Jeremy Uplinger, Councilmember
AYES:	Rivers, Garcia, Martinez-Serratos, Muenzer, Uplinger, McCrumb, Farmer

c. Fund Deficiency Plan/Motor Pool Fund – Resolution No. 2024-20

Motion to accept Resolution No. 2024-20 Deficit Elimination Plan, Motor Pool Fund	
RESULT:	APPROVED (7 YES)
MOVER:	Jeremy Uplinger, Councilmember
SECONDER:	Pati Martinez-Serratos, Mayor Pro Tem
AYES:	Rivers, Garcia, Martinez-Serratos, Muenzer, Uplinger, McCrumb, Farmer

d. MRWA Wastewater (Sewer) Rate Study/Increase

There is a brief explanation from City Manager Weber that MRWA water and sewer rate study is complete. The council has had a chance to review and will vote on accepting the rate study at the 12/02/24 Regular City Council meeting.

e. MRWA Water Rate Study/Increase

There is a brief explanation from City Manager Weber that MRWA water and sewer rate study is complete. The council has had a chance to review and will vote on accepting the rate study at the 12/02/24 Regular City Council meeting.

9. OPPORTUNITY FOR PUBLIC COMMENT

None.

10. COUNCILMEMBER COMMENTS

Councilmember comments were heard.

11. ADJOURNMENT

Motion to adjourn at 8:08 PM

RESULTS: CARRIED (UNANIMOUS)
MOVER: Jeremy Uplinger, Councilmember
SECONDER: Heléne Rivers, Councilmember

Shelly Umbanhowar, City Clerk

Mayor Lynne Farmer

CERTIFICATION

I, **Shelly Umbanhowar**, the duly appointed Clerk for the City of Bangor, do hereby certify that this is a true and exact copy of the minutes from the **Regular Meeting held on Monday, November 18, 2024**. These minutes were **approved by the City Council on Monday, December 2, 2024**, by unanimous vote. The original is on file at the Bangor City Hall, 257 W. Monroe Street, Bangor, Michigan 49013.

Shelly Umbanhowar, City Clerk



CITY COUNCIL AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Muenzer and Uplinger

CC: Justin Weber, City Manager

From: Shelly Umbanhowar, Clerk

CC: Stephenie Cagle, Treasurer

Subject: Accounts Payable and Payroll

Date: 11/25/24

Recommended Action:

GENERAL CHECKING - Treasurer recommends City Council approval of the following:

- **Bill List** for 11/25/24 (26 items) in the amount of **\$58,313.24.**
- **ACH/EFT Transactions** (10 items) in the amount of **\$1,992.47.**
- **Debit Card Transactions** in the amount of **\$6,005.00.**
- **Payroll** for 11/05/24 & 11/08/24 in the amount of **\$43,097.25.**
 - For a **grand total** amount of **\$96,456.34** from the **GCK-2** account.

• TOTAL AMOUNT OF <u>GCK-2</u> BILLS LIST & PAYROLL	\$96,456.34
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ROADS - Treasurer recommends City Council approval of the following:

- **Bill List** for 11/25/24 (2 items) in the amount of **\$3,778.00.**
 - For a **grand total** amount of **\$3,778.00** from the **ROADS** account.

• TOTAL AMOUNT OF <u>ROADS</u> BILLS LIST & PAYROLL	\$3,778.00
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Council Action:

For Action

Summary:

See GCK-2 and ROADS invoice approval lists.

11/25/2024 INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF BANGOR
 EXP CHECK RUN DATES 12/03/2024 - 12/03/2024
 UNJOURNALIZED OPEN AND PAID
 BANK CODE: GCK-2 - CHECK TYPE: PAPER CHECK

Vendor Code	Vendor Name Invoice	Description	Amount
PAPER CHECKS			
STORY, ANG	ANGELA J. STORY 112024	NOVEMBER 2024 MONTHLY ASSESSING FEE	1,333.33
TOTAL FOR: ANGELA J. STORY			<u>1,333.33</u>
AUTO	AUTO-WARES GROUP		
	03780206806	LEAF TRUCK DIESEL KLEEN	12.79
	03780207048	ORANGE PLOW TRUCK BATTERY X2	411.38
	03780207054	CREDIT MEMO - ORANGE PLOW TRUCK CORE BATTERY	(54.00)
	03780207114	TRUCK 8 - DPW	18.99
	03780207360	LEAF VAC - AIR/OIL FILTER	103.73
TOTAL FOR: AUTO-WARES GROUP			<u>492.89</u>
CINTAS	CINTAS CORPORATION #301		
	4211669513	DPW UNIFORMS	53.96
	4212337040	DPW UNIFORMS	53.96
	4212517976	RUGS CITY HALL & POLICE STATION	99.37
TOTAL FOR: CINTAS CORPORATION #301			<u>207.29</u>
DANSAUTO	DAN'S AUTOMOTIVE		
	I010191	POLICE VEH - FUEL PUMP WORK	2,810.29
	I010202	DPW 2021 FORD F-250 SUPER DUTY XL	20.00
TOTAL FOR: DAN'S AUTOMOTIVE			<u>2,830.29</u>
DELTA	DELTA DENTAL OF MICHIGAN		
	RIS0006083679	DENTAL INSURANCE DEC 2024	1,270.55
TOTAL FOR: DELTA DENTAL OF MICHIGAN			<u>1,270.55</u>
FERGUSON	FERGUSON ENTERPRISES, INC		
	0211525	18 HD CVR X6	400.32
TOTAL FOR: FERGUSON ENTERPRISES, INC			<u>400.32</u>
KENNEDY	KENNEDY INDUSTRIES, INC.		
	643779	ARLINGTON PUMP SEWAGE - FIELD SERVICE LIONS PARK FIELD VISIT - REMOVE EXISTING	2,295.00
	644222	CONTROLLER & INSTALL NEW ONE	9,250.00
TOTAL FOR: KENNEDY INDUSTRIES, INC.			<u>11,545.00</u>

PAGE 1 TOTALS: 18,079.67

LAKESHOREP	LAKESHORE PLUMBING & SEPTIC		
	2060	APPLE FESTIVAL PORTABLE TOILETS - 2 REGULAR, 2 HANDICAP	620.00
TOTAL FOR: LAKESHORE PLUMBING & SEPTIC			620.00
MOTOROLA	MOTOROLA SOLUTIONS, INC		
	8282016351	TWO BODYCAM CAMERA AT DISCOUNTED RATES - POLICE	1,686.60
TOTAL FOR: MOTOROLA SOLUTIONS, INC			1,686.60
PRIORITY	PRIORITY HEALTH		
	243210035322	HEALTH INSURANCE DEC 2024	5,614.98
TOTAL FOR: PRIORITY HEALTH			5,614.98
GRAHAM	SCOTT GRAHAM PLLC		
	111824	GENERAL ATTORNEY MATTERS - JUNE - OCT 2024	14,517.50
TOTAL FOR: SCOTT GRAHAM PLLC			14,517.50
SPECTRUM	SPRCTRUM PRINTERS, INC		
	83887	VOTETEST TEST DECK FOR NOV 5, 2024 ELECTION	105.00
TOTAL FOR: SPRCTRUM PRINTERS, INC			105.00
STANDARD	STANDARD INSURANCE COMPANY		
	120124	NOV & DEC LIFE INSURANCE	302.08
TOTAL FOR: STANDARD INSURANCE COMPANY			302.08
STAPLES	STAPLES		
	7002996215	MISC OFFICE SUPPLIES - COPY PAPER, BINDERS, BLK TONER, 3 HOLE PUNCH, SCISSORS	408.08
TOTAL FOR: STAPLES			408.08
TRACE	TRACE ANALYTICAL LABORATORIES, INC		
	4110650	DRINKING WATER REQ	119.00
TOTAL FOR: TRACE ANALYTICAL LABORATORIES, INC			119.00
USBANK	US BANK EQUIPMENT FINANCE		
	542207931	CITY HALL COPIER LEASE DEC 2024	195.00
TOTAL FOR: US BANK EQUIPMENT FINANCE			195.00
VC3	VC3, INC		
	VC3-178255	REMOTE BACK UP - SERVER/IT	148.90
TOTAL FOR: VC3, INC			148.90
VERIZWIRE	VERIZON WIRELESS		
	9978424425	DPW, POLICE, CODE ENF - ON DUTY CELL PHONES, WIFI HOTSPOT - CODE ENF - OCT 11 - NOV 10/24	171.08
TOTAL FOR: VERIZON WIRELESS			171.08

PAGE 2 TOTALS: 23,888.22

PP VILLAGE	VILLAGE OF PAW PAW		
	SEPTEMBER-24	LAB ANALYSIS SEPT 2024	430.00
TOTAL FOR: VILLAGE OF PAW PAW			430.00

TOTAL - ALL PAPER CHECKS	42,397.89
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ACH/EFT TRANSACTIONS

COMCAST	COMCAST		
	110824.0013411	DPW 11/21-12/20/24 INTERNET	149.80
	111224.0030183	CITY HALL 11/16-12/15/24 INTERNET	346.83
	111224.0030191	POLICE STATION INTERNET 11/16-12/15/24	376.93
	111424.0022578	PARK ST LIFT INTERNET 11/28-12/27/24	47.90
TOTAL FOR: COMCAST			921.46

TOTAL - ALL EFT/ACH TRANSACTIONS	1,992.47
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CONSUMERS	CONSUMERS ENERGY		
	111424.8270	WELL #9 10/15-11/14/24	340.01
	111424.8833	WELL #8 10/15-11/14/24	228.70
	111924.7710	POLICE STATION NATURAL GAS 10/18-11/19/24	37.89
	111924.8098	NATURAL GAS ARLINGTON LIFT 10/18-11/19/24	33.11
	111924.8353	NATURAL GAS DPW BUILDING 10/18-11/19/24	255.66
	111924.8536	CITY HALL NATURAL GAS 10/18-11/19/24	175.64
TOTAL FOR: CONSUMERS ENERGY			1,071.01

TOTAL - ALL DEBIT CARD TRANSACTIONS	2,963.73
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DEBIT CARD TRANSACTIONS

DEBIT CARDS	DEBIT CARDS		
	OCT 2024	OCTOBER 2024 VARIOUS PURCHASES	2,963.73
TOTAL FOR: DEBIT CARD TRANSACTIONS			2,963.73

TOTAL - ALL CHECKS IN BETWEEN	6,005.00
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CHECKS IN BETWEEN

CHECKS IN BETWE	CHECKS IN BETWEEN		
	VILLALOBOS LANDSCAPIN	REMAINDER OF LIBRARY SIDEWALK PROJECT	6,005.00
TOTAL FOR: PAYROLL			6,005.00

TOTAL - ALL PAYROLL	43,097.25
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PAYROLL

PAYROLL	PAYROLL		
	ELECTION WORKERS	11/05/24 ELECTION WORKERS	1,390.71
	PAYROLL	BIWEEKLY PAYROLL 11/08/24 (10/20-11/2/24)	41,706.54
TOTAL FOR: PAYROLL			43,097.25

GRAND TOTAL - ALL CATEGORIES	96,456.34
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11/25/2024 INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF BANGOR
EXP CHECK RUN DATES 12/03/2024 - 12/03/2024
UNJOURNALIZED OPEN AND PAID
BANK CODE: ROADS - CHECK TYPE: PAPER CHECK

Vendor Code	Vendor Name Invoice	Description	Amount
CSX TRANSP	CSX TRANSPORTATION 8460503	ANNUAL FEE FOR CROSSING - SIGNAL MAIN CLASS II	1,978.00
TOTAL FOR: CSX TRANSPORTATION			1,978.00
FLEIS	FLEIS & VANDENBRINK INC 71451	SECOND STREET BRIDGE IMP 09/29-10/26/24	1,800.00
TOTAL FOR: FLEIS & VANDENBRINK INC			1,800.00
TOTAL - ALL VENDORS			3,778.00



CITY COUNCIL AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Muenzer and Uplinger

CC: Justin Weber, City Manager

From: Shelly Umbanhowar, Clerk

CC: Stephenie Cagle, Treasurer

Subject: Planning Commission Reappointments

Date: 11/27/24

Council Information:

At the Regularly schedule Planning Commission meeting on 11/14/24, the Planning Commission motioned to reappoint two (2) expired terms.

Those two terms were:

- Carla Gray 07/01/2024 – 06/30/2027
- Kevin Gruetzmacher 07/01/2024 – 06/30/2027

City Manager Weber recommends the reappointment of these two commission board members.

Council Action:

Motion to accept the Planning Commissions reappointment of Carla Gray and Kevin Gruetzmacher both terms 07/01/2024-06/30/2027.



CITY OF BANGOR

257 West Monroe Street / Bangor, Michigan 49013
Telephone: 269.427.5831 / Email: clerk@bangormi.org
Website: www.cityofbangormi.org

City Manager Justin Weber

Treasurer Stephenie Cagle

Clerk Shelly Umbanhowar

11/25/2024

To: City Council
From: City Manager Weber
Subject: Michigan Rural Water Association Water and Sewer Rate Study

City Council,

Michigan Rural Water Association (MRWA) presented their Water and Sewer Rate Study to the Council on September 20th, 2024. The City of Bangor has the responsibility of ensuring the water and sewer systems follow federal and state regulations governing utility rates, adequate revenues are collected to support the costs of providing the services, and that the rates are equitable to all users of the service. The necessity to adjust Ready to Serve fees and water and sewer rates were shown and explained during the presentation by MWRA.

In summary of the water and sewer rate study, MRWA has suggested a 2% increase to water and sewer rates beginning July 1st, 2026. The MRWA rate study also suggests no changes to the 2025 water rates, decreasing the 2025 Ready to Serve fee for the water system, decreasing the 2025 sewer rates, and increasing the 2025 Ready to Serve fee for the sewer system.

To remain in compliance with the federal and state regulations and to maintain the services, it is recommended that the council approves the recommendations of the water and sewer rate study as presented by MRWA. It would be recommended that adjustments begin July 1, 2025, with the new fiscal year. It would also be recommended that the City of Bangor begins sending out several notices across various platforms beginning January 2025 informing residents of the anticipated adjustments.

Respectfully,

Justin Weber

City Manager
City of Bangor

The Importance of Regularly Raising Water and Sewer Rates

By Joe VanDommelen, EPA Training Specialist



Water and sewer services are essential components of community infrastructure, providing vital resources for households, businesses, and public health. However, maintaining and improving these services requires ongoing funding, which is often achieved through regular adjustments to water and sewer rates. While such increases may not be popular among consumers, they are crucial for the sustainability, quality, and reliability of water and sewer systems. This article explores the importance of regularly raising water and sewer rates and the consequences of neglecting this vital practice.

MAINTAINING AGING INFRASTRUCTURE

Much of the water and sewer infrastructure in Michigan is aging and in need of significant repairs or replacement. Pipes can deteriorate over time, leading to leaks, inefficiencies, and potential public health risks. Regular rate increases provide the necessary funds for municipalities to invest in critical infrastructure upgrades and maintenance.

By doing so, communities can prevent costly emergency repairs and ensure that their systems can withstand the test of time.

ENSURING WATER QUALITY

Water quality is a primary concern for public health, and it requires substantial investment to monitor, treat, and distribute safe drinking water. Regularly raising water rates ensures that water treatment facilities can operate effectively, adhering to strict regulatory standards. This funding enables municipalities to invest in advanced technology and processes that protect water quality, safeguarding the health of citizens from contaminants and pollutants.

PROMOTING CONSERVATION AND SUSTAINABILITY

As populations grow and climate change impacts water availability, conservation becomes increasingly important. This isn't as important in Michigan but it's becoming increasingly important in other parts of the country. Elevating water rates can encourage consumers to use water more sparingly, leading to sustainable practices. Higher rates signal the value of water and can incentivize residents and businesses to invest in water-saving technologies and practices, ultimately reducing overall consumption and preserving resources for future generations.

ADDRESSING ENVIRONMENTAL IMPACTS OF A DETERIORATING SEWER SYSTEM

A failing or poorly maintained sewer system can have severe environmental consequences. When sewer pipes deteriorate, they can suffer from blockages and overflows, leading to untreated sewage spilling into rivers, lakes, and oceans. This not only poses a significant public health risk but also results in environmental degradation, harming aquatic life and contaminating ecosystems. Regularly raising sewer rates can fund necessary maintenance and upgrades to prevent such overflows, thereby protecting local water bodies, preserving biodiversity, and ensuring compliance with environmental regulations. By investing in a reliable sewer infrastructure, communities can mitigate the risk of pollution and contribute to a healthier environment.

FUNDING FUTURE IMPROVEMENTS

Sustainable development often requires planning for the future. Regularly raising rates allows municipalities to establish a solid financial base for future projects, whether that means expanding sewage treatment facilities, implementing green infrastructure, or upgrading technology for better service delivery. Adequate funding also enables communities to adapt to challenges like urban growth and environmental sustainability.

PREVENTING SYSTEM COLLAPSE

Failing to raise water and sewer rates can lead to severe financial strains on municipalities, particularly in the face of rising operational costs. Over time, the inability to stabilize funding can lead to system failures, resulting in service interruptions, public health crises, and significant financial repercussions for communities. By implementing regular rate increases, municipalities can build a robust financial framework capable of weathering fiscal challenges and addressing urgent needs.

CONCLUSION

Regularly raising water and sewer rates is not merely a financial necessity but a fundamental aspect of responsible governance. It ensures the integrity and reliability of essential services, promotes sustainability, and ultimately protects public health and the environment. While rate increases may be met with resistance from consumers, transparent communication about the necessity of these adjustments can foster understanding and acceptance. In the long run, investing in our water and sewer infrastructure is an investment in the health and well-being of our communities and the preservation of our environment. ●

WWW.MRWA.NET



CITY COUNCIL AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Muenzer and Uplinger

CC: Justin Weber, City Manager

From: Shelly Umbanhowar, Clerk

CC: Stephenie Cagle, Treasurer

Subject: City Attorney Advice

Date: 11/26/24

Council Information:

This item was requested to be added to the agenda by the City Attorney.
City Attorney Graham will go over his advice during the Council meeting.



CITY COUNCIL AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Muenzer and Uplinger

CC: Justin Weber, City Manager

From: Shelly Umbanhowar, Clerk

CC: Stephenie Cagle, Treasurer

Subject: Add Renee Ward/Sturgis Bank Bag Pick Up

Date: 11/27/24

Council Information:

Treasurer Cagle recommends the council motion to allow City Hall Front Office employee Renee Ward to have permission to pick up bank bags from Sturgis Bank.

This is a requirement from Sturgis Bank to have meeting minutes showing that particular employees of City Hall have permission to pick up deposit bank bags.

Council Action:

Motion to allow City Hall employee Renee Ward to pick up deposit bank bags from Sturgis Bank.



CITY COUNCIL AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Muenzer and Uplinger

CC: Justin Weber, City Manager

From: Shelly Umbanhowar, Clerk

CC: Stephenie Cagle, Treasurer

Subject: 2025 Meeting Schedule

Date: 11/27/24

Council Information:

Provided is a 2025 City of Bangor Meeting Dates for the council to approve.

City Manager Weber and Treasurer Cagle have added dates and times for the City Council Budget Workshops. These workshops will be for the Council to review and discuss the 2025/2026 budget. Not all three workshops may be necessary but because they fall under Open Meetings Act, they would like them on the calendar for 2025. If any of the workshops need to be cancelled, we can post a notice.

Open Meetings Act, Act 267 of 1976, 15.265, Sec5. (2) states: “For regular meetings of a public body, there shall be posted within 10 days after the first meeting of the public body in each calendar or fiscal year a public notice stating the dates, times, and places of its regular meetings”

Council Action:

Motion to accept the proposed 2025 Meeting Schedule.

2025 CITY OF BANGOR MEETING DATES

PUBLIC MEETINGS

JANUARY 2025 - DECEMBER 2025

City Hall Address: 257 W Monroe St / Bangor / MI / 49013
Fire Station Address: 417 W Arlington St / Bangor / MI / 49013

MEETING	TIME	LOCATION	WHEN <small>*(HOLIDAYS ARE RESCHEDULED & SHOWN ON THE CALENDAR BELOW)</small>
COUNCIL MEETINGS	7:00 pm	City Hall	FIRST AND THIRD MONDAY OF THE MONTH
COUNCIL BUDGET WORKSHOPS	3:00 pm	City Hall	MARCH, APRIL, MAY
CEMETERY COMMITTEE	7:00 pm	Fire Station	FOURTH MONDAY OF THE MONTH Apr - Oct
PARKS & RECREATION ADVISORY BOARD	4:30 pm	City Hall	FIRST TUESDAY OF THE MONTH
PLANNING COMMISSION MEETINGS	7:00 pm	City Hall	SECOND THURSDAY OF THE MONTH
DOWNTOWN DEVELOPMENT AUTHORITY (DDA)	7:00 pm	City Hall	THIRD TUESDAY OF THE MONTH
ECONOMIC DEVELOPMENT CORPORATION (EDC)	6:00 pm	City Hall	THIRD THURSDAY OF THE MONTH Mar - Nov

Meetings to be Posted as Needed:

- Board of Review (Mar/Jul/Dec)
- Zoning Board of Appeals
- Special Meetings
- Elections Commission

JANUARY							FEBRUARY							MARCH							APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							1							1			1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
5	6	7	8	9	10	11	2	3	4	5	6	7	8	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
12	13	14	15	16	17	18	9	10	11	12	13	14	15	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
19	20	21	22	23	24	25	16	17	18	19	20	21	22	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
26	27	28	29	30	31	23	24	25	26	27	28	23	24	25	26	27	28	29	27	28	29	30	25	26	27	28	29	30	31	29	30										
													30	31																											

JULY							AUGUST							SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
27	28	29	30	31	24	25	26	27	28	29	30	28	29	30	26	27	28	29	30	31	23	24	25	26	27	28	29	28	29	30	31										
							31																			30															

Meeting Cancellations: 18 hours notice

All meetings are in compliance with the Open Meetings Act: Act 267 of 1976



CITY COUNCIL AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Muenzer and Uplinger

CC: Justin Weber, City Manager

From: Shelly Umbanhowar, Clerk

CC: Stephenie Cagle, Treasurer

Subject: Ordinance #298 – Amending Ordinance #212

Date: 11/27/24

Council Information:

I am writing to bring to your attention the need to update Ordinance #212, An Ordinance to establish the time and location of regular city council meetings for the City of Bangor in accordance with the City charter, Chapter VII, Section 7.3. Maintaining an accurate and current ordinance is essential to ensure compliance with the City Charter, transparency, and adherence to Michigan's Open Meetings Act (OMA).

Reasons for Updating the Ordinance:

- 1. Clarity for Residents:**
Clear and updated information about meeting schedules ensures residents can effectively participate in local governance.
- 2. Compliance with the Charter and OMA:**
The City Charter and state law require that regular meeting times and locations be set by ordinance and publicized appropriately.
- 3. Adaptability to Changing Needs:**
Updating the ordinance allows us to accommodate evolving needs, such as adjustments to meeting times or locations that improve accessibility and efficiency.

I have supplied Ordinance #212 for informational purposes only. It needs to be amended as the City Council meetings are no longer held at 14 Pine Street.

If the council chooses to meet at an earlier time, that correction to this ordinance can be made during the motion to accept.

Council Action:

Motion to accept Ordinance #298, which amends Ordinance #212, an ordinance to establish the time and location of regular city council meetings for the City of Bangor in accordance with the City charter.

CITY OF BANGOR
VAN BUREN COUNTY, MICHIGAN
ORDINANCE NUMBER 298
REGULAR SCHEDULED MEETINGS FOR THE COUNCIL

AN ORDINANCE TO AMEND ORDINANCE #212, AN ORDINANCE TO ESTABLISH THE TIME AND LOCATION OF REGULAR CITY COUNCIL MEETINGS FOR THE CITY OF BANGOR IN ACCORDANCE WITH THE CITY CHARTER.

WHEREAS, the City of Bangor recognizes the need for transparency, accessibility, and flexibility in conducting public meetings for the benefit of its residents and in compliance with the City Charter; and

WHEREAS, Section Chapter VII, Section 7.3 of the City Charter grants the City Council authority to determine the time and location of its regular meetings, provided such changes are made by ordinance and appropriately communicated to the public; and

WHEREAS, the City Council desires to amend the time and/or location of its regular meetings to better serve the public interest and ensure effective governance;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Bangor, as follows:

SECTION 1 REGULAR MEETING TIME AND LOCATION

That the schedule contained in Ordinance #212 shall be amended to read as follows:

1. Time of Meetings:

Effective **January 6, 2025**, regular meetings of the City Council shall commence at **7:00 PM**.

- a. Meetings will be held on the first and third Monday's of each month.
- b. When the Monday is a City of Bangor observed holiday, the meeting will be moved to the next day, Tuesday.

2. Location of Meetings:

Regular meetings of the City Council shall be held at **City Hall 257 W. Monroe Street Bangor, MI 49013**, unless otherwise specified by resolution or notice as permitted by law.

SECTION 2 CONFLICTING ORDINANCES

All ordinances or resolutions or this ordinance repealed, parts thereof in conflict with the provisions of are to the extent of such conflict hereby.

SECTION 3 EFFECTIVE DATE

This ordinance shall be effective on the 20th day of January 2025.

At a regular meeting of the City Council of the City of Bangor held on Monday, December 2nd, 2024, adoption of the foregoing ordinance was moved by _____, Councilmember and supported by _____, Councilmember.

Voting for: _____

Voting against: _____

Mayor Farmer declared the ordinance adopted.

CERTIFICATION

I further certify that Councilmember _____ moved for adoption of said Ordinance No. 298, and that Councilmember _____ seconded said motion.

I further certify that the following members voted for adoption of said Ordinance: _____ and that the following members voted against such Ordinance: _____.

I further certify that said Ordinance No. 298 has been recorded in the Ordinance Book of the City of Bangor.

The foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Bangor, County of Van Buren, and State of Michigan, at a Regular meeting held this December 2nd, 2024, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, the same being the Open Meetings Act, and the Minutes of said meeting have been or will be made available as required by said Act.

Shelly Umbanhowar
City Clerk
City of Bangor

ORDINANCE #212

AN ORDINANCE TO AMEND ORDINANCE #169, AN ORDINANCE TO ESTABLISH REGULAR SCHEDULED MEETINGS FOR THE COUNCIL FOR THE CITY OF BANGOR

THE CITY OF BANGOR ORDAINS:

Section 1. That the schedule contained in Ordinance #169 shall be amended to read as follows:

a. Commencing with the second meeting of January, 1996, and thereafter, the regular scheduled meetings of the Bangor City Council will be held at 14 Pine Street within the City of Bangor, County of Van Buren, State of Michigan, and said meetings will be held on the first and third Monday's of each month, commencing at 7:00 p.m. in the evening.

Section 2. Conflicting ordinances. All ordinances or resolutions or parts thereof in conflict with the provisions of this ordinance are to the extent of such conflict hereby repealed.

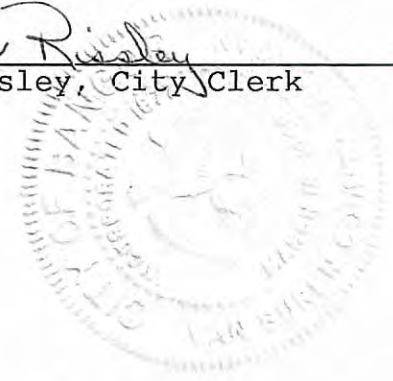
Section 3. Effective date. This ordinance shall be effective on the 15th day of January, 1996.

AYES: Balfour, Rainey, Kriesten, Wiles, Couey, Phillips & Watkins
NAYS: None

ADOPTED January 2, 1996

ATTEST: Wanda Rissley
Wanda Rissley, City Clerk

Posted: 1-3-96 to 1-20-96
DPA
Police ul
City Hall





CITY OF BANGOR

257 West Monroe Street / Bangor, Michigan 49013
Telephone: 269.427.5831 / Email: clerk@bangormi.org
Website: www.cityofbangormi.org

City Manager Justin Weber

Treasurer Stephenie Cagle

Clerk Shelly Umbanhowar

11/25/2024

To: City Council
From: City Manager Weber
Subject: Bangor Police Officer Wage Analysis

City Council,

A new Bangor Police Officer wage analysis has been conducted. The last wage analysis for the police department was accepted in 2022. In 2022, the Bangor Police Department was maintaining an average wage for police officers within the county. Due to a national shortage of police officers, Michigan is incredibly lacking certified police officers. Police departments throughout Van Buren County have increased or are increasing their officer's wages to attract more applicants. To remain within the industry standards and to maintain retention of police officers, it is recommended to accept a new 2025 pay scale for the Bangor Police Department.

The current pay scale for Bangor Police Officers is:

Start wage \$24.50/hr.
After 1yr \$25.50/hr.
After 2yrs \$26.50/hr.
After 3yrs \$27.50/hr.

Out of 11 police departments within the county, Bangor Police Department has dropped to the 8th lowest paid department. However, the Bangor Police Department is one of the few departments within the county who has been able to continually provide 24hr police coverage.

The recommended pay scale for Bangor Police Officers is:

Day Shift

Start wage \$25/hr.
After 1yr \$26/hr.
After 2yrs \$27/hr.
After 3yrs \$28.25/hr.
After 4yrs \$29.50/hr.
After 5yrs \$31/hr.

Night Shift

Start wage \$25/hr.
After 1yr \$27/hr.
After 2yrs \$28/hr.
After 3yrs \$29.25/hr.
After 4yrs \$30.50/hr.
After 5yrs \$32/hr.

Sergeant(s)

Scale Plus \$.50/hr

As applicable to the past year, the Police Chief position has been filled without additional compensation. The offer is still applicable to the recommended 2025 pay scale.

Respectfully,

Justin Weber

City Manager
City of Bangor



CITY OF BANGOR

257 West Monroe Street / Bangor, Michigan 49013
Telephone: 269.427.5831 / Email: clerk@bangormi.org
Website: www.cityofbangormi.org

City Manager Justin Weber

Treasurer Stephenie Cagle

Clerk Shelly Umbanhowar

11/25/2024

To: City Council
From: City Manager Weber
Subject: Sidewalk Plan 2025

City Council,

In November 2024, Bangor residents voted to renew a road millage within the City of Bangor. The millage anticipates an annual capture of \$66,343. The road millage allows the City to construct local and major street improvements to include, paving, repaving, reconstructing and improving streets, including rights-of-ways, sidewalks, proper drainage facilities, and all necessary appurtenances attachments thereto for the use of the City.

It is recommended that the City of Bangor begin planning for sidewalk construction, replacement, and repairs. Beginning in 2025, it is recommended that approximately \$30,000 annually be budgeted for and used for such sidewalks. Abonmarche has prepared a Request for Proposal in anticipation of the sidewalk projects. It is recommended that the council approve the sidewalk requests for proposals as suggested by Abonmarche.

Respectfully,

Justin Weber

City Manager
City of Bangor



**CITY OF BANGOR
REQUEST FOR PROPOSALS
AS-NEEDED CONCRETE WORK IN PUBLIC RIGHT-OF-WAYS**

DATE OF ISSUANCE

**CITY OF BANGOR
REQUEST FOR PROPOSALS
AS-NEEDED CONCRETE WORK**

It is the intent of the City of Bangor to receive bids for as-needed concrete work in designated areas in the City of Bangor.

Sealed proposals must be received by the City of Bangor, 257 W Monroe Street, Bangor, Michigan, 49013, Attn: Ms. Shelly Umbanhowar, City Clerk, by **XX:XX a.m. local time, Day, Month Date, 2024**, at which time the proposals will be publicly opened and read aloud. Proposals must be submitted on the official proposal form attached. Sealed proposal envelopes must be clearly marked on the outside “2024 Concrete Bid”.

Copies of the Requests for Proposals (RFP) that contain the minimum specifications and official proposal forms are available at the City Clerk’s office at City Hall, 257 W Monroe Street, Bangor, Michigan, 49013 or online from the City’s Web site: <https://www.cityofbangormi.org/>.

Any questions regarding this RFP or the minimum specifications shall be directed to **Justin Weber, City Manager** at **269.427.5381**.

The City of Bangor reserves the right to reject any or all bids or any parts of the same, to waive any irregularities, and to accept any bid in its own best interest.

Justin Weber
City Manager

END OF SECTION

**CITY OF BANGOR
BANGOR, MICHIGAN
DEPARTMENT OF PUBLIC WORKS**

Month Date, 2024

INSTRUCTIONS TO BIDDERS

1. **SPECIAL CONDITIONS:** Special conditions included in these Bid Documents shall take precedence over any provisions stipulated hereunder.
2. **APPLICABLE LAWS:** The revised code of the State of Michigan, Charter of the City of Bangor, and all city ordinances insofar as they apply to the laws of competitive bidding, contracts, and the purchases, are made a part hereof.
3. **WORKMEN'S COMPENSATION:** Insofar as Workmen's Compensation is concerned, the bidder of contractor agrees to furnish, upon request, certified copies of policies and adequate certificates pertaining thereto as evidence that bidder carries Workmen's Compensation Insurance.
4. **INFRINGEMENTS AND INDEMNIFICATIONS:** The bidder, if awarded an order or contract, agrees to protect, defend, and save the City harmless against any demand for payment for the use of any patented material, process, article, or device that may enter into the manufacture, construction, or form as part of the work covered by either order or contract. He/she further agrees to indemnify and save the City harmless from suits or actions of every nature and description brought against it, for or on account of any injuries or damages sustained by a party or parties, by or from any of the acts of the contractor, his/her servants, or agents.

To this extent the bidder or contractor agrees to furnish adequate Public Liability and Property Damage Insurance, the amounts of which will be determined by the City whenever such insurance is deemed necessary. When so required, the types and amounts of insurance to be provided will be set forth in these Bid Documents.

5. **DEFAULT PROVISIONS:** In case of default by the bidder or contractor, the City of Bangor may procure the articles of services from other sources and hold the bidder or contractor responsible for any excess costs occasioned thereby.

In case of an error by the bidder in making up a proposal, the City Manager may reject such a proposal upon presentation of a petition accompanied by a sworn affidavit of error which sets forth the error, the cause thereof and sufficient evidence to substantiate the claim.

6. **PRICING:** Prices should be stated in units of quantity specified in the Proposal Form, which is the last section of these Bid Documents. In case of discrepancy in computing the amount of the bid, the unit prices quoted will govern.
7. **QUANTITIES:** When estimated or approximate quantities are stated, the City reserves the right to increase or decrease the quantity as best fits its needs.

**CITY OF BANGOR
BANGOR, MICHIGAN
DEPARTMENT OF PUBLIC WORKS**

8. **DELIVERY:** Quotations should include all charges for delivery, packing, crating, containers, etc. Unless otherwise stated by the bidder, prices quoted will be considered as being based on delivery to the destination designated in these Bid Documents and to include all delivery and packing charges.
9. **SPECIFICATIONS:** Unless otherwise stated by the bidder, the proposal will be considered as being in strict accordance with the specifications outlined in these Bid Documents.

References to a particular trade name, manufacturer's catalog, or model number are made for descriptive purposes to guide the bidder in interpreting the requirements of the City. They should not be construed as excluding proposals on other types of materials, equipment and supplies. However, the bidder, if awarded a contract, will be required to furnish the particular item referred to in the specifications or description unless a departure or substitution is clearly noted and described in the proposal.

10. **SAMPLES:** Samples, when requested, shall be filed prior to the opening of bids and must be furnished free of expense to the City and if not destroyed, will upon request be returned at the bidder's expense.
11. **TAXES:** Contractor shall include and be deemed to have included in his bid and contract price, Michigan State Sales and Use Taxes currently imposed by Legislative enactment and as administered by the Michigan Department Treasury, Revenue Division, on the bid date. If the Contractor is not required to pay or bear the burden, or obtains a refund or drawback in whole or in part of any Michigan Sales or Use Tax, interest or penalty thereon, which was required to be and was deemed to have been included in the bid and contract price, the contract price shall be reduced by the amount thereof and the amount of such reduction, whether as a refund or otherwise, shall endure solely to the benefit of the City of Bangor.
12. **BID INFORMALITIES AND REJECTION:** The City reserves the right to waive any nonconformity, irregularity or informalities in any bid, to negotiate with the selected bidder, and to award the bid in its determination of its best interest.
13. **AWARD:** Unless otherwise specified in these Bid Documents, the City reserves the right to accept or reject any item in the bid. Unless otherwise stated in these Bid Documents, bidders may submit proposals on any item or group of items, provided however that the unit prices are shown as requested.

As soon as the Award is made, an order or contract documents will be sent to the successful bidder for execution and bond if necessary. If the contracts are not executed and returned to the City of Bangor within 10 days of the date of sending, the Bid Surety, if required, will be declared forfeited as liquidated damages.

14. **PAYMENTS:** Partial payments may be made upon presentation of a properly executed claim voucher, unless otherwise stated in these Bid Documents. The final payment will be made by the City when the materials, supplies or equipment have been fully delivered and accepted, or the work completed to the full satisfaction of the City. A minimum 10% retainer may be held

**CITY OF BANGOR
BANGOR, MICHIGAN
DEPARTMENT OF PUBLIC WORKS**

by the City pending satisfactory completion of the scope and/or expiration of the warranty period. **Increases in contract costs shall be preapproved in writing prior to excess expense being incurred. Approval of increases may require formal action by City Council.**

15. **BIDDER'S SIGNATURE:** Each proposal and bid surety form must be signed by the bidder with his usual signature. All signatures should be in full.

Bids by partnership must be signed by one or more of the partners in the following manner: "John Jones and James Smith, D.B.A., Smith Jones Company, by John Jones, a partner".

Bids by corporations must be signed with the names of the corporation, followed by the signature and designation of the president, vice-president or person authorized to bind it in the matter.

16. **SUBMISSION AND RECEIPT OF BIDS:**

- a) Proposals to receive consideration must be received prior to the specified time of opening and reading as designated in the invitation.
- b) *Bidder must use the bid document proposal forms furnished by the City as none other may be accepted.*
- c) *Proposal forms must be returned intact.*
- d) *Removal of any proposal forms thereof may invalidate the bid.*
- e) Specifications and plans referred to in these bid documents by reference only, need not be returned with the bid, however, no excision of material physically incorporated in these bid documents will be permitted.
- f) Bids are to be submitted in sealed envelopes and identified as requested in these bid documents.
- g) Separate proposal forms must be submitted on each reference number and proposals shall be typewritten or written in ink.
- h) Proposal forms having any erasures or corrections thereon may be rejected unless explained or noted over the signature of the bidder.

17. **INTERPRETATION OF BID AND/OR CONTRACT DOCUMENTS:** No oral interpretation will be made to any bidder as to the meaning of the bid and/or Contract documents or any part thereof. Every request for such an interpretation shall be made in writing to the City of Bangor. Any inquiry received within a reasonable time prior to the date fixed for the opening of bids will be given consideration. Every interpretation made to a bidder will be on file in the Clerk's office of the City of Bangor. All bidders shall be bound by such interpretations whether or not received by the bidders.

18. **CHANGES AND ADDENDA TO THESE BID DOCUMENTS:** Each change or addenda issued in relation to these bid documents will be on file in the Clerk's Office of the City of Bangor.

**CITY OF BANGOR
BANGOR, MICHIGAN
DEPARTMENT OF PUBLIC WORKS**

It shall be the bidder's responsibility to make inquiry as to the changes or addenda issued. All such changes or addenda shall become part of the contract and all bidders shall be bound by such changes or addenda. Information on all changes or addenda issued will be available at the office of the City Clerk.

IF BID SURETY IS REQUESTED ON THE PROPOSAL FORM, PLEASE OBSERVE THE FOLLOWING:

19. **BID SURETY:** All Proposals must be accompanied by the bid bond, deposit of cash, certified check, bank cashier's or bank official's check, drawn on a solvent bank payable to the Treasurer of the City of Bangor in the amount determined by the City as stated in the Proposal Form, as a guarantee that if the bid is accepted a contract will be entered into.

The City will determine the sufficiency of the surety.

The bid bond should be executed by an authorized surety, guaranty, or trust company.

If corporate surety is given, the surety or guaranty company should indicate the bond in the State in which it is incorporated. A certificate of authority authorizing the "attorney-in-fact" to sign the bond, should accompany the Proposal Form unless the certificate is on file in the Office of the City Clerk.

The surety signature should be witnessed.

20. **PERFORMANCE SURETY:** The successful bidder may be required to furnish a bond or certified check on a solvent bank, payable to the Treasurer of the City of Bangor, in the amount stated in the Proposal Form as a guarantee for the faithful performance of the contract. At a minimum, a 10% retainer may be held by the City pending satisfactory completion of the scope and/or expiration of the warranty period.
21. **PROJECT COMPLETION:** All other concrete work and handicap approaches must be complete by **Month Date, 2025**. \$200 per day will be assessed to the contractor for each day past this deadline.
22. **Illicit Discharge Elimination Plan & BMP Training:** The contractor must provide to the City documentation that each and every employee has received training with regards to identifying and reporting an illicit discharge, and that the contractor is following any and all storm water BMP's that cover the work the contractor is performing.
23. **INSURANCE REQUIREMENTS:** The Contractor will secure and maintain insurance during the term of the contract from an insurance company authorized to do business in the State of Michigan that will protect contractors and subcontractors and the City from all liability (public liability, personal injury and property damage) claims which may arise from operations under the contract. The Contractor may not start work until evidence of all required insurance has been submitted and approved by the City. The contractor must cease work if any of the required insurance is canceled or expires. Three (3) copies of Certificates of Insurance shall be submitted to be approved by the City prior to the execution of the contract. The certificates shall

**CITY OF BANGOR
BANGOR, MICHIGAN
DEPARTMENT OF PUBLIC WORKS**

specifically name the City as an additional insured party. The certificates must contain the agreement of the insurance company notifying the City in writing ten (10) days prior to any cancellation or material alteration of the policy. The Contractor shall not allow any work under the contract to be performed by a subcontractor unless evidence of similar insurance covering the activities of the subcontractor is submitted to and approved by the City. The limits of insurance shall not be less than the following:

- A. Workers Compensation Insurance in the amount required by Michigan Law.

- B. General Liability:
 - Bodily Injury and Property Damage combined:

Each Occurrence	\$1,000,000.00
Aggregate	\$1,000,000.00

 - Personal Injury \$1,000,000.00 |

- C. Automobile Insurance for Vehicles:

Bodily Injury Each Person	\$1,000,000.00
Bodily Injury Each Accident	\$1,000,000.00
Property Damage Each Accident	\$1,000,000.00

24. **REFERENCES:** Please list three (3) references (Municipal Government) wherein your company has provided Over Band Crack Sealing services of this type being proposed for the City of Bangor. Failure to list references may result in your company being disqualified.

MUNICIPALTY _____
ADDRESS _____
CONTACT PERSON _____
PHONE NUMBER _____
EMAIL _____

MUNICIPALTY _____
ADDRESS _____
CONTACT PERSON _____
PHONE NUMBER _____
EMAIL _____

MUNICIPALTY _____
ADDRESS _____
CONTACT PERSON _____
PHONE NUMBER _____
EMAIL _____

END OF SECTION

**CITY OF BANGOR
BANGOR, MICHIGAN
DEPARTMENT OF PUBLIC WORKS**

SCOPE OF SERVICES and TIMEFRAME

The scopes of services which the successful bidder will be expected to perform are outlined below:

- A preconstruction meeting with City representatives is required prior to starting any work on this project.
- The contractor is required to remove, form, pour and reopen segments of sidewalk, curb and/or ADA accessible (handicap) approaches within one work week, which is defined as Monday through Friday. The contractor may not remove more concrete than can be poured and opened within the same week.
- The contractor will be responsible for the removal and disposal of all concrete, asphalt, slag, stone and various fill material for the installation of approximately 500 linear feet of curb, 1,600 square feet of sidewalk and four (4) ADA accessible (handicap) approaches in the City of Bangor. The City reserves the right for first refusal of all material. All material must be disposed of at an approved land fill.
- The contractor is required to remove, form, pour and reopen segments of sidewalk, curb and/or ADA accessible (handicap) approaches within one work week, which is defined as Monday through Friday. The contractor may not remove more concrete than can be poured and opened within the same week.
- Removal of all forms, excess concrete and materials, leaving the area clean and ready for topsoil if necessary. The City will be placing topsoil and seed.
- Sidewalks in areas of driveways shall be placed a minimum of six (6) inches in depth. All other sidewalks to be placed a minimum of four (4) inches in depth. Concrete driveways to be placed at a minimum thickness of six (6) inches.
- Any concrete found not to be at the proper thickness shall be removed and replaced by the successful bidder to the proper thickness at no charge to the City.
- The successful bidder shall provide all necessary lighted barricades. Any missing concrete or tripping hazards must be protected by lighted barricades. All freshly poured concrete must be protected and barricaded.
- All traffic control and devices shall comply with the Manual on Uniform Traffic Control Devices, Current Edition. Traffic control shall be in place before construction begins and not removed until clean up is complete. All such devices are the responsibility of the contractor.
- The successful bidder will be required to complete all work, labor, material and any additions in the scope of this RFP on or before **Month Date, 2025** or \$200.00 per day will be assessed to the contractor for each day past this deadline.

**CITY OF BANGOR
BANGOR, MICHIGAN
DEPARTMENT OF PUBLIC WORKS**

END OF SECTION

DEPARTMENT OF PUBLIC WORKS

SPECIFICATIONS FOR CONCRETE SIDEWALK AND CONCRETE CURB

SECTION 02523 – CONCRETE WALKS AND DRIVEWAY APPROACHES

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes the furnishing and installation of concrete walks.

1.2 REFERENCES

- A. Except as herein specified or as indicated on the drawings, the work of this Section shall comply with the following:
 - 1. ASTM Standard Specifications:
 - a. A185 - Steel Welded Wire Reinforcement, Plain, for Concrete
 - b. C260 - Air-Entraining Admixtures for Concrete
 - c. C309 - Liquid Membrane-Forming Compounds for Curing Concrete
 - d. D1751 - Preformed Expansion Joint Fillers for Concrete Paving and Structural Construction (Non-extruding and Resilient Bituminous Types)
 - 2. MDOT:
 - a. 2003 Standard Specifications for Construction
 - b. Standard Plan R-28 and R-29
 - 3. Americans with Disabilities Act (ADA)

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Concrete:
 - 1. In accordance with MDOT 601 and 701 Grade P1 or S2.
 - a. Aggregates: Crushed limestone for all exterior walks
 - b. Air Content: 5% to 8%, ASTM C260
- B. Fillers:
 - 1. Provide fillers where indicated or specified
 - 2. Fiber Joint Filler: MDOT 914
- C. Curing Compound: White membrane type in accordance with MDOT 903
- D. Sand Cushions and Sand Fill: In accordance with City of Bangor's ROW permit and current MDOT standards, whichever is stricter.

DEPARTMENT OF PUBLIC WORKS

E. Detectable Warning Ramps:

1. By East Jordan Ironworks or equal if approved by the Director of Public Works.
2. 24-inch by 24-inch and 12-inch by 24-inch cast iron detectable warning plates with black asphalt dip finish.
3. Each ramp shall have a total continuous surface area consisting of three plates for a total size of 2-feet by 5 feet.
4. In accordance with Americans with Disabilities Act (ADA).

PART 3 - EXECUTION

3.1 EARTHWORK

- A. Earthwork required for the performance of the work of this Section shall be performed in accordance with The City of Bangor's ROW permit or MDOT standards, whichever is stricter.

3.2 INSTALLATION

A. Weather and Temperature Limitations:

1. Do not place concrete unless the temperature of the air away from artificial heat is at least 25 degrees F and rising.
2. Do not place concrete if portions of the base, sub-base, or sub-grade layer are frozen, or if the grade exhibits poor stability from excessive moisture levels.
3. Do not place concrete when the temperature of the plastic concrete at the point of placement is above 90 degrees F.

B. Preparation of Base:

1. Excavate to the required depth and to a width that will permit forming.
2. Remove unsuitable material below the required depth and replace with sound earth.
3. Shape and compact the base to conform to the depth of forms.

C. Forms:

1. Use fixed forms or slip forms.
2. Provide straight, full depth forms free of warp and strong enough to resist springing during concrete placement.
3. Firmly stake fixed forms.

D. Placing and Finishing Concrete:

1. Moisten base before placing concrete.
2. Place concrete and consolidate, including along the faces of the forms, before finishing.
3. Place and finish in a continuous operation.
4. When replacing gutters along with concrete walk ramps, construct the gutter to the same dimensions and profile and use the same reinforcement pattern as the existing gutter.
5. Float the surface just enough to produce a smooth surface free from irregularities.
6. Round edges and joints with an approved finishing tool.
7. Broom finish concrete walks and ramps by drawing a fine-hair broom across the concrete surface, perpendicular to the line of traffic. Repeat operation if required to provide a fine line texture acceptable to the City.

DEPARTMENT OF PUBLIC WORKS

E. Joints:

1. Provide transverse and longitudinal expansion joints as herein specified, at intervals not to exceed 30 feet.
2. Provide transverse and longitudinal control joints not over 6 feet on centers except where indicated on the drawings.
3. Align transverse joints with like joints in adjacent slabs.
4. Construct joints with faces perpendicular to the surface of the concrete walk and not more than $\frac{1}{4}$ inch from the position indicated on the drawings.
5. Construct transverse joints at right angles to the centerline of the concrete walk and longitudinal joints parallel to the centerline.
6. Thoroughly spade or vibrate and compact the concrete to fill voids at the faces of all joints.
7. Cut control joints $\frac{1}{4}$ to $\frac{1}{3}$ the thickness of the concrete walk and $\frac{1}{8}$ inch to $\frac{1}{4}$ -inch wide. Finish the cut joint smooth and true to line.
8. Extend expansion joint filler the full depth of the joint with the top slightly below the finished grade of the concrete walk.
9. Do not seal the joints.
10. Provide expansion joints between abutting walks, buildings and walks, walls, curbs and driveways unless otherwise indicated on the drawings.

F. Thickness:

1. Except as otherwise specified or indicated on the drawings, provide a minimum thickness of 4 inches.
2. Where walkways cross driveways, sidewalk ramps provide a minimum thickness of 6 inches.

G. Ramps:

1. As indicated in ROW permit.
2. Press detectable plates into fresh concrete to form detectable warnings on ramp surface.

H. Backfilling:

1. After the concrete has gained sufficient strength, remove fixed forms and backfill with sound earth.
2. Compact and level the backfill 1-inch below the surface of the concrete.

3.3 CURING

A. General:

1. After texturing operations have been completed and after the free water has left the surface, coat the concrete walk surface and sides of slip-formed concrete walks with a uniform layer of membrane curing compound.
2. Apply one coat of curing compound on non-grooved surfaces and two coats on grooved surfaces.
3. Apply not less than one gallon per 25 square yards of concrete for each application.
4. Apply the second coat after the first has dried sufficiently but do not exceed two hours between coats.
5. Keep the compound thoroughly mixed according to the manufacturer's recommendations.
6. Do not thin curing compound.
7. Reapply curing compound immediately to surfaces damaged by rain, joint sawing, foot traffic or other activities.
8. If fixed forms are removed during the curing period, coat the entire area of the sides of the concrete walk with curing compound immediately after removal of forms.

DEPARTMENT OF PUBLIC WORKS

- B. These requirements are minimum requirements only. Repair or replacement of concrete showing damage due to inadequate curing is required. All costs associated with this corrective work will be borne by the Contractor.

3.4 PROTECTION

- A. Protect the walks from damage until acceptance of the work.
- B. Protect the concrete from freezing until the concrete has attained a compressive strength of at least 1000 psi.
- C. Maintain walks as clean as practical by removing surface stains and spillage of materials as they occur.
- D. Sweep concrete walks and wash free of stains, discolorations, dirt and other foreign material just prior to final inspection.

3.5 DEFECTIVE WORK

- A. The following list of deficiencies shall be considered defective work and shall be replaced by the Contractor at no cost to the owner:
 - 1. Difference in elevation between panels of 1/4-inch or greater.
 - 2. Cracks of any lengths that are 1/8-inch wide or wider.
 - 3. Surface spalling covering in excess of 20% of the area of any 1 panel.
 - 4. A hole that is 1/2 inch or greater in depth and 2 inches or greater in diameter.
 - 5. Residual splatter that is 1/4- inch or higher and attached to a panel.
 - 6. Elevation difference of 3/4 inch in 10 feet caused by settling that has not caused an elevation difference between panels.
 - 7. Multiple hairline cracking.
 - 8. Footprints, bike tire tracks, animal tracks, or the like, created while concrete was not cured.

END OF SECTION 02523

DEPARTMENT OF PUBLIC WORKS

SECTION 02522 – CONCRETE CURBS

PART 4 - GENERAL

4.1 SUMMARY

- A. This section includes the furnishing and installation of all materials necessary for construction of concrete curbs, and concrete curbs and gutters.

4.2 REFERENCES

- A. Except as herein specified or as indicated on the drawings, the work of this section shall comply with the following:
 - 1. ASTM Standard Specifications:
 - a. A615 – Standard Specification for Deformed and Plain Billet-Steel Bars for Concrete Reinforcement.
 - b. C260 - Air-Entraining Admixtures for Concrete
 - c. C309 - Liquid Membrane - Forming Compounds for Curing Concrete
 - d. D1751 - Preformed Expansion Joint Filler for Concrete Paving and Structural Construction (Non-extruding and Resilient Bituminous Types)
 - 2. MDOT:
 - a. 2003 Standard Specifications for Construction.

4.3 DELIVERY, STORAGE AND HANDLING

- A. Reject damaged, deteriorated or contaminated material and immediately remove from the site. Replace rejected materials with new materials at no additional cost to owner.
- B. Product Handling: Protect the materials before, during and after installation and during the curing period.

PART 5 - PRODUCTS

5.1 MATERIALS

- A. Concrete: In accordance with MDOT 802:
 - 1. MDOT Class P1, S2
 - 2. Aggregates: Crushed limestone
- B. Reinforcement: ASTM A615, Grade 60, deformed billet-steel bars
- C. Joint Fillers:
 - 1. In accordance with 8.16 of MDOT Standard Specifications for Construction
 - 2. Fiber joint filler: ASTM D1751
- D. Curing Compound:
 - 1. White membrane in accordance with MDOT 903.
 - 2. ASTM C309, Type 2 white, Class B vehicle, VOC compliant, minimum 30% solids

DEPARTMENT OF PUBLIC WORKS

PART 6 - EXECUTION

6.1 INSTALLATION

A. Forming:

1. Forms shall be metal and of an approved section. They shall be straight, free from distortions, and shall show no vertical variation greater than 1/8 inch in 10 feet, and shall show no lateral variation greater than ¼ inch in 10 feet from the true plain surface on the vertical face of the form.
2. Forms shall be of the full depth of the structure and be so constructed as to permit the inside forms to be securely fastened to the outside forms.
3. Securely hold forms in place true to the lines and grades indicated on drawings
4. Wood forms may be used on sharp turns and for special sections as approved by the City.
5. Where wooden forms are used, they shall be free from warp and the nominal depth of the structure.
6. All mortar and dirt shall be removed from forms and all forms shall be thoroughly oiled or wetted before any concrete is deposited.
7. The supply of forms shall be sufficient to permit their remaining in place at least 12 hours after the concrete has been placed.
8. Slip form methods may be used with equipment and methods meeting the City.
9. Repair honeycombed areas or voids with mortar prior to applying membrane curing compound.

B. Joints:

1. Construct joints true to line with their faces perpendicular to the surface of the structure and within 1/4-inch of their designated position.
2. Thoroughly spade and compact the concrete at the faces of all joints to fill all voids.
3. Install expansion joint materials at the point of curve at all street returns.
4. Install expansion joint material behind the curb at abutment to sidewalks and adjacent structures.
5. Place contraction joints every 10 feet along the length of the curbs and gutters.
6. Form contraction joints using steel templates or division plates which conform to the cross section of the structure. Leave the templates in place until the concrete has set sufficiently to hold its shape, but remove them while the forms are still in place.
7. Contraction joint templates or plates shall not extend below the top of the steel reinforcement or shall be notched to permit the reinforcement to be continuous through the joint.
8. Contraction joints shall be a minimum of 1½ inch deep.

C. Finishing:

1. Strike off the surface with a template, and finish the surface with a wood float using heavy pressure, after which contraction joints shall be made and the surface finished with a wood float or steel trowel.
2. Finish the face of the curbs at the top and bottom with an approved finishing tool of the radius indicated on the drawings.
3. Finish edges with an approved finishing tool having a 1/4-inch radius.
4. Provide a final broom finish by lightly combing with a stiff broom after trowelling is complete.
5. The finished surface shall not vary more than 1/8 inch in 10 feet from the established grade.

D. Concrete Curing:

DEPARTMENT OF PUBLIC WORKS

1. After finishing operations have been completed and immediately after the free water has left the surface, the surface of the structure shall be completely coated and sealed with a uniform layer of curing compound.
2. The compound shall be applied in one or two applications as directed by the City. When the compound is applied in two increments, the second application shall follow the first application within 30 minutes.
3. The compound shall be applied in a continuous uniform film by means of a pressure sprayer as approved by the City at the rate directed by City, but not less than one gallon per 200 square feet of surface.
4. The equipment shall provide adequate stirring of the compound during application.
5. Should the method of applying the compound not produce a uniform film, its use shall be discontinued, and the curing shall be by another method approved by the City.

E. Protection:

1. Provide and use sufficient coverings for the protection of the concrete in case of rain or breakdown of curing equipment.
2. Provide necessary barricades and lights to protect the work and rebuild or repair all damage caused by people, vehicles, animals, rain, contractor's operations and the like at no additional expense to owner.

F. Driveway and Sidewalk Ramp Openings:

1. Provide driveway openings of the widths and at locations as indicated on the drawings and directed by the City.
2. Provide sidewalk ramp openings as indicated on the drawings and as directed by the City.

G. Backfilling:

1. After the concrete has set sufficiently, the spaces on both sides of the curb, gutter, and combined curb and gutter shall be backfilled, and the materials compacted and left in a neat and workmanlike condition.
2. Curbs to be used in the construction of asphalt pavements shall be backfilled prior to placement of base material.

6.2 CLEANING

- A. Clean all curbs, curbs and gutters, and related structures in accordance with restoration section.

END OF SECTION 02522

DEPARTMENT OF PUBLIC WORKS

SPECIFICATIONS FOR RESTORATION

1.0 DESCRIPTION OF WORK

Initial restoration (rough grading, temporary aggregate if necessary, removal of excess excavated material and debris) shall be done each day to the extent necessary to allow the movement of local traffic and permit access to all properties for emergency vehicles. Maintenance of streets, drives, sidewalks, etc. shall be the responsibility of the contractor (including dust control, grading, stabilization, etc.) until the restoration is complete.

2.0 GRADING

All streets, walks, and other improved surfaces disturbed by construction operations shall be replaced to uniform lines and grades established by the contractor, approved by the City. The finish grade line will be established within three (3) inches of the existing ground profile shown on the plans unless a proposed grade is shown which indicates otherwise. The contractor shall perform all grading, compacting, shaping, and related work required to prepare the sub grade to the satisfaction of the City. The cost for preparing the sub grade as specified herein shall be incidental to the cost of the project, and no specific payment will be made therefore.

3.0 REPLACEMENT OF CONCRETE IMPROVEMENTS

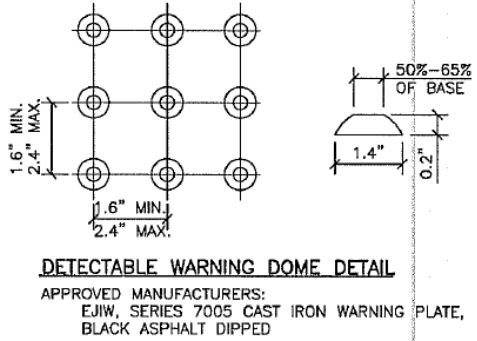
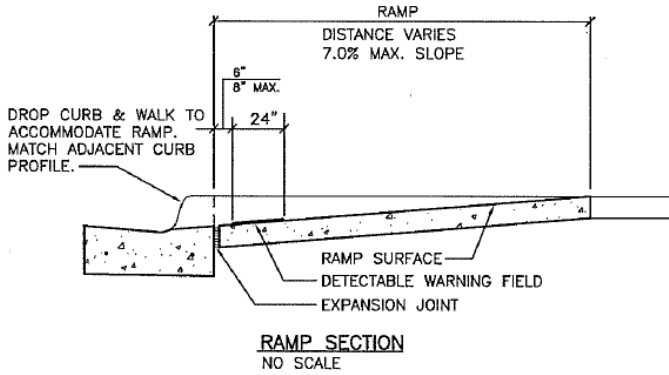
The contractor shall replace all concrete sidewalk, drives, curb and gutter, and pavement removed during the installation of this project or broken by the contractor.

4.0 TOPSOIL AND SEEDING

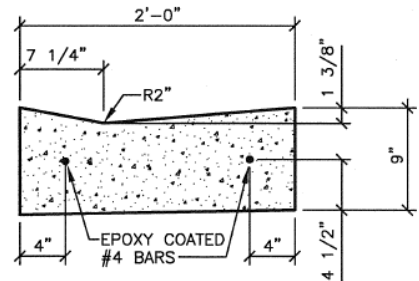
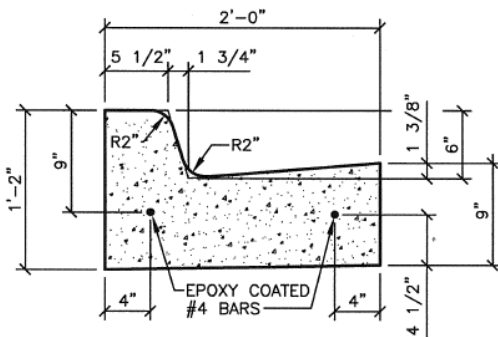
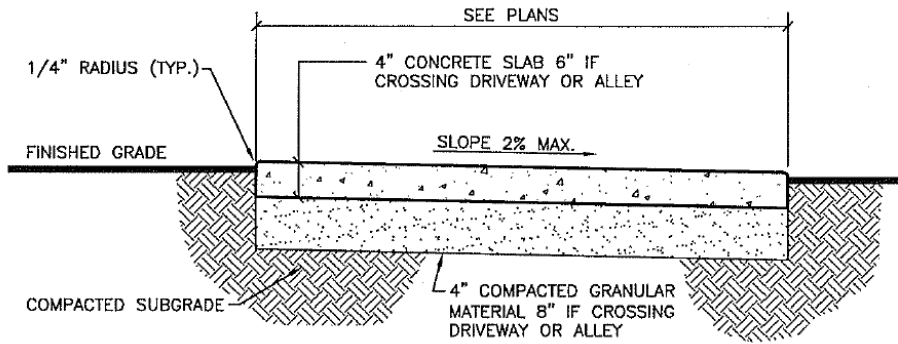
The City will place topsoil and seed areas disturbed by the construction activities.

-END OF SECTION-

DEPARTMENT OF PUBLIC WORKS



SIDEWALK RAMPS TO BE CONSTRUCTED ACCORDING TO SLOPE AND
DETAIL REQUIREMENTS OF MDOT STANDARD PLAN R-28-F.



WHEN NO REBAR IS REQUIRED FREEZE LAYER "REBAR".

PROPOSAL FORM

DEPARTMENT OF PUBLIC WORKS

Month Date, 2024

Ms. Shelly Umbanhowar
Bangor City Clerk
257 W Monroe Street
Bangor, MI 49013

_____ Date

Dear Ms. Umbanhowar:

Completely in accordance with your notice, instructions and specifications dated **Month Date, 2024**, the undersigned declares that they have carefully examined the requirements of specifications contained herein, and propose to furnish and deliver to the City of Bangor the services, materials and labor for the items listed below. The City of Bangor may, at its sole discretion, contract with the bidder that is deemed to be in the best interest of the City of Bangor.

Item No.	Description	Estimated Quantity	Unit	Unit Price	Item Total
1	Install Concrete sidewalk	3,000	SQFT		
2	Install concrete curb	100	LF		
3	Install handicap sidewalk approaches (5' x 5' with plate)	200	SQFT		
4	Remove and dispose of existing concrete sidewalk	3,000	SQFT		
6	Remove and dispose of existing concrete curb	100	LF		
7	Remove and dispose of existing sidewalk approaches	200	SQFT		

NET TOTAL: \$ _____

DEPARTMENT OF PUBLIC WORKS

In submitting this Bid, Bidder represents, as set forth in the Agreement, that:

- A. Bidder has examined and carefully studied the Bidding Documents and the following Addenda, receipt of all which is hereby acknowledged:

PROPOSAL FORM CON'T

Addendum Number

Addendum Date

_____	_____
_____	_____
_____	_____
_____	_____

REFERENCES: Please list three (3) references (Municipal Government) wherein your company has provided Over Band Crack Sealing services of this type being proposed for the City of Bangor. Failure to list references may result in your company being disqualified.

MUNICIPALTY _____
ADDRESS _____
CONTACT PERSON _____
PHONE NUMBER _____
EMAIL _____

MUNICIPALTY _____
ADDRESS _____
CONTACT PERSON _____
PHONE NUMBER _____
EMAIL _____

MUNICIPALTY _____
ADDRESS _____
CONTACT PERSON _____
PHONE NUMBER _____
EMAIL _____

NOTE

Previous experience and performance may be a factor in making the award.

DEPARTMENT OF PUBLIC WORKS

BIDDERS INFORMATION:

(Bidder's Company Name)

(Bidder's Telephone Number)

(Street/Mailing Address)

(City/State/Zip)

(Bidder's Signature)

(Print Bidder's Name)

-END OF SECTION-



CITY OF BANGOR

257 West Monroe Street / Bangor, Michigan 49013
Telephone: 269.427.5831 / Email: clerk@bangormi.org
Website: www.cityofbangormi.org

City Manager Justin Weber

Treasurer Stephenie Cagle

Clerk Shelly Umbanhowar

11/25/2024

To: City Council
From: City Manager Weber
Subject: Seal Coating / Van Buren County Road Commission Summer 2025

City Council,

In November 2024, Bangor residents voted to renew a road millage within the City of Bangor. The millage anticipates an annual capture of \$66,343. The road millage allows the City to construct local and major street improvements to include, paving, repaving, reconstructing and improving streets, including rights-of-ways, sidewalks, proper drainage facilities, and all necessary appurtenances attachments thereto for the use of the City.

It is recommended that the City of Bangor continues planning for local and major street improvements. It is recommended that the council allow the City Manager to begin planning a 2025 Van Buren County Road Commission City/Village Project Program Sheet. It is recommended that approximately \$36,343 annually be budgeted from the road millage for such street improvements.

I would like to be able to contact the Van Buren Road Commission and be placed on their seal coat / fog coat list as soon as possible to avoid delays in having our roads improved.

Respectfully,

Justin Weber

City Manager
City of Bangor

EXAMPLE

VAN BUREN COUNTY ROAD COMMISSION
2024 CITY/VILLAGE PROJECT PROGRAM SHEET

Project #: 0071.0.01.1

City/Village: Bangor Village Road System

Locations as Specified Below

Type of Work: Trap Rock Sealcoat + Fog Seal

Table with 8 columns: ROAD NAME, SEGMENT, AVG. PASER RATING, EST. LENGTH (FT), EST. WIDTH (FT), CALC. SQ. FT., COST PER SQ. FT., EST. COST. Rows include Clark Street, Maple Street, Chase Street, and Oliver Street.

ESTIMATE SUBTOTAL: \$ 17,682.53

Table with 5 columns: ADDITIONAL WORK, AMOUNT, UNITS, COST PER UNIT, EST. COST. Rows include VBCRC Tandem Truck, Vac Truck Rental, Additional Patching Time, and Additional Patching Material.

ESTIMATE SUBTOTAL: \$ 5,333.12

This estimate is valid for 60 days from receipt of program sheet and is for planning purposes only. Work performed for Cities and Villages will be performed at actual cost including fringe and overhead expenses.

FUNDING

Table with 2 columns: Fund Source, Amount. Rows: City/Village Funds (\$ 23,015.65), Road Commission Funds (\$ -), Total (\$ 23,015.65).

City/Village Manager or Clerk

Date

Van Buren County Road Commission

Date



CITY COUNCIL AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Muenzer and Uplinger

CC: Justin Weber, City Manager

From: Shelly Umbanhowar, Clerk

CC: Stephenie Cagle, Treasurer

Subject: Ordinance #296 – Automatic Annual Increase Water Rates

Date: 11/27/24

Council Information:

As part of our commitment to maintaining the financial health and sustainability of the City of Bangor's water system, I am recommending the implementation of automatic annual water rate increases based on the **Michigan Rural Water Association's (MRWA) recent rate study**.

Proposed Approach:

1. Automatic Annual Adjustments:

- A modest percentage increase (e.g., 2-4%) applied annually, as recommended by MRWA, to keep pace with inflation and operational needs.
- Rates to be reviewed periodically to ensure alignment with financial goals and system requirements.

2. Public Communication:

- Clearly explain to residents why rate adjustments are necessary.
- Highlight the benefits, such as maintaining reliable service and preventing costly emergencies.

Benefits of Automatic Increases:

- Promotes long-term financial stability for the water system.
- Simplifies rate-setting processes and provides predictability for residents and the City.
- Ensures compliance with industry best practices and state recommendations.

Council Action:

Motion to adopt Ordinance #296, an ordinance to establish automatic annual water rate increases.

**CITY OF BANGOR
VAN BUREN COUNTY, MICHIGAN
ORDINANCE NUMBER 296
AUTHORIZING AUTOMATIC ANNUAL INCREASES
IN THE RATES CHARGED FOR WATER SERVICE ORDINANCE**

WHEREAS, the Michigan Rural Water Association (MRWA) has notified the Council of the City that regular annual increases in water service rates are necessary in order to meet operating expenses, any and all debt obligations, and capital reserve needs;

WHEREAS, without said increases, water service will not be properly maintained to the customers of the water system without depleting emergency and capital reserve funds; and

WHEREAS, it is deemed by the Council of the City to be in the citizen's best interest following the MRWA's recommendation for small, automatic annual rate increases, therefore the proposed automatic annual rate increase is approved.

THE CITY OF BANGOR ORDAINS:

SECTION 1 INTENT

The City of Bangor Treasurer is hereby authorized to automatically increase all Water Service Charges once per year, every year, beginning with the fiscal year 2026/2027 (July 1, 2026), by the greater amount of two percent, 2.0% or the "Consumer Price Index for All Urban Consumers for Bangor Michigan. This Automatic Annual Increase shall apply to Water Service Charges, including the base rate, water usage charges, and tap fees for new connections.

SECTION 2 INCREASE AMOUNT

The increase shall be by the greater amount of two percent, 2.0% or the "Consumer Price Index for All Urban Consumers. For purpose of this Ordinance. Consumer Price Index for All Urban Consumers." shall mean the average CPI from July to June for the preceding 12 months for the United States consumer price index for all urban consumers as defined and officially reported by the United States Department of Labor, Bureau of Labor Statistics. Unless the Council of the City approves an action to adjust this figure before the Automatic Annual Increase Date

SECTION 3 DATES

On March 1st of every year the City Treasurer shall determine the percent increase based on the directions in Section 2 of this document. The Automatic Annual Increase Date shall be July 1st of each year. All Water Service Charges, as they existed the day prior to the Automatic Annual Increase Date, shall be increased by the percent as determine in Section 2 of this document to generate new Water Service Charges. The new Water Service Charges will apply to all bills rendered on or after the Automatic Annual Increase Date of July 1st, and throughout the ensuing twelve-month period, until June 30th of the next calendar year.

SECTION 4 SEVERABILITY

Any ordinance inconsistent with the terms and provisions of this ordinance is hereby declared void and of no effect.

This Ordinance shall not preclude other future rate adjustments, including emergency measures, as deemed necessary by the City Treasurer, authorized by the City Manager, and approved by the Council of the City.

SECTION 6 EVALUATION SCHEDULE

Water and sewer rate charges shall be evaluated at a minimum of every three (3) years.

SECTION 7 EFFECTIVE DATE

This ordinance shall become effective 10 days after publication.

SECTION 7 RATE ADJUSTMENT FORMULA

EXAMPLE - Formula for annual rate adjustment

One 3/4" inch meter = 1 MEU (Meter Equivalent Unit)

Monthly Base Rate for 3/4 inch meter (1 MEU) = \$21.50

12-month CPI increase = 1.2

Because the minimum increase is 2% we would use 2 Percent by default.

2% ÷ 100 = .02 (decimal equivalent)

1 + .02 = 1.02 Increase Factor

\$21.50 x 1.02 = \$21.93 (Thus we had an increase of .43 cents)

EXAMPLE - Calculation

Current Rate	Increase	New Rate
Per 1 (MEU)	Factor	<u>Per MEU</u>

3/4" = \$21.93	X 1.02	= \$22.37
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Meter Size	MEU Factor	New Rate Per MEU	New Rate
1"	1.78	22.37	= \$39.82
1.5"	4	22.37	= \$89.48
2"	7.11	22.37	= \$159.05
3"	16	22.37	= \$357.92
4"	28.44	22.37	= \$636.20

EXAMPLE - Cost per unit of water

Example - \$4.66 per unit of water (1 cubic feet)

Current rate	Increase Factor	New Rate
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\$4.66	X 1.02	= \$4.75
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Township Water (1.5)

\$6.99	X 1.02	= \$7.13
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AS IN EACH CUSTOMER, METERED AND UNMETERED IS CHARGED FOR A MINIMUM OF 12 UNITS OF WATER / SEWAGE AT THE CURRENT RATE PER UNIT.

At a regular meeting of the City Council of the City of Bangor held on Monday, December 2nd, 2024, adoption of the foregoing ordinance was moved by _____, Councilmember and supported by _____, Councilmember.

Voting for: _____

Voting against: _____

Mayor Farmer declared the ordinance adopted.

CERTIFICATION

I further certify that Councilmember _____ moved for adoption of said Ordinance No. 296, and that Councilmember _____ seconded said motion.

I further certify that the following members voted for adoption of said Ordinance: _____ and that the following members voted against such Ordinance: _____.

I further certify that said Ordinance No. 296 has been recorded in the Ordinance Book of the City of Bangor.

The foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Bangor, County of Van Buren, and State of Michigan, at a Regular meeting held this December 2nd, 2024, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, the same being the Open Meetings Act, and the Minutes of said meeting have been or will be made available as required by said Act.

Shelly Umbanhowar
City Clerk
City of Bangor



CITY COUNCIL AGENDA FACT SHEET

To: Mayor Farmer, Pro Tem Martinez-Serratos, Councilmember Rivers, McCrumb, Garcia, Muenzer and Uplinger

CC: Justin Weber, City Manager

From: Shelly Umbanhowar, Clerk

CC: Stephenie Cagle, Treasurer

Subject: Ordinance #297 – Automatic Annual Increase Wastewater Rates

Date: 11/27/24

Council Information:

As part of our commitment to maintaining the financial health and sustainability of the City of Bangor's water system, I am recommending the implementation of automatic annual wastewater rate increases based on the **Michigan Rural Water Association's (MRWA) recent rate study**.

Proposed Approach:

1. Automatic Annual Adjustments:

- A modest percentage increase (e.g., 2-4%) applied annually, as recommended by MRWA, to keep pace with inflation and operational needs.
- Rates to be reviewed periodically to ensure alignment with financial goals and system requirements.

2. Public Communication:

- Clearly explain to residents why rate adjustments are necessary.
- Highlight the benefits, such as maintaining reliable service and preventing costly emergencies.

Benefits of Automatic Increases:

- Promotes long-term financial stability for the wastewater system.
- Simplifies rate-setting processes and provides predictability for residents and the City.
- Ensures compliance with industry best practices and state recommendations.

Council Action:

Motion to adopt Ordinance #297, an ordinance to establish automatic annual wastewater rate increases.

**CITY OF BANGOR
VAN BUREN COUNTY, MICHIGAN
ORDINANCE NUMBER 297
AUTHORIZING AUTOMATIC ANNUAL INCREASES
IN THE RATES CHARGED FOR WASTEWATER
SERVICE ORDINANCE**

WHEREAS, the Michigan Rural Wastewater Association (MRWA) has notified the Council of the City that regular annual increases in wastewater service rates are necessary in order to meet operating expenses, any and all debt obligations, and capital reserve needs;

WHEREAS, without said increases, wastewater service will not be properly maintained to the customers of the wastewater system without depleting emergency and capital reserve funds; and

WHEREAS, it is deemed by the Council of the City to be in the citizen's best interest following the MRWA's recommendation for small, automatic annual rate increases, therefore the proposed automatic annual rate increase is approved.

THE CITY OF BANGOR ORDAINS:

SECTION 1 INTENT

The City of Bangor Treasurer is hereby authorized to automatically increase all Wastewater Service Charges once per year, every year, beginning with the fiscal year 2026/2027 (July 1, 2026), by the greater amount of two percent, 2.0% or the "Consumer Price Index for All Urban Consumers for Bangor Michigan. This Automatic Annual Increase shall apply to Wastewater Service Charges, including the base rate, wastewater usage charges, and tap fees for new connections.

SECTION 2 INCREASE AMOUNT

The increase shall be by the greater amount of two percent, 2.0% or the "Consumer Price Index for All Urban Consumers. For purpose of this Ordinance. Consumer Price Index for All Urban Consumers." shall mean the average CPI from July to June for the preceding 12 months for the United States consumer price index for all urban consumers as defined and officially reported by the United States

Department of Labor, Bureau of Labor Statistics. Unless the Council of the City approves an action to adjust this figure before the Automatic Annual Increase Date

SECTION 3 DATES

On March 1st of every year the City Treasurer shall determine the percent increase based on the directions in Section 2 of this document. The Automatic Annual Increase Date shall be July 1st of each year. All Wastewater Service Charges, as they existed the day prior to the Automatic Annual Increase Date, shall be increased by the percent as determine in Section 2 of this document to generate new Wastewater Service Charges. The new Wastewater Service Charges will apply to all bills rendered on or after the Automatic Annual Increase Date of July 1st, and throughout the ensuing twelve-month period, until June 30th of the next calendar year.

SECTION 4 SEVERABILITY

Any ordinance inconsistent with the terms and provisions of this ordinance is hereby declared void and of no effect.

This Ordinance shall not preclude other future rate adjustments, including emergency measures, as deemed necessary by the City Treasurer, authorized by the City Manager, and approved by the Council of the City.

SECTION 6 EVALUATION SCHEDULE

Wastewater and sewer rate charges shall be evaluated at a minimum of every three (3) years.

SECTION 7 EFFECTIVE DATE

This ordinance shall become effective 10 days after publication.

SECTION 7 RATE ADJUSTMENT FORMULA

EXAMPLE - Formula for annual rate adjustment

One 3/4" inch meter = 1 MEU (Meter Equivalent Unit)

Monthly Base Rate for 3/4 inch meter (1 MEU) = \$20.00

12-month CPI increase = 1.2

Because the minimum increase is 2% we would use 2 Percent by default.

2% ÷ 100 = .02 (decimal equivalent)

1 + .02 = 1.02 Increase Factor

\$20.00 x 1.02 = \$20.40 (Thus we had an increase of .40 cents)

EXAMPLE - Calculation

Current Rate Per 1 (MEU)	Increase Factor	New Rate <u>Per MEU</u>
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3/4" = \$20.40	X 1.02	= \$20.81
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Meter Size	MEU Factor	New Rate Per MEU	New Rate
1"	1.67	20.81	= \$34.75
1.5"	3.33	20.81	= \$69.30
2"	5.33	20.81	= \$110.92
3"	10.00	20.81	= \$208.10
4"	16.67	20.81	= \$346.90

EXAMPLE - Cost per unit of wastewater

Example - \$6.93 per unit of wastewater (100 cubic feet)

Current rate	Increase Factor	New Rate
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\$6.93	X 1.02	= \$7.07
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Township Wastewater (2.0)

\$13.86	X 1.02	= \$14.14
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AS IN EACH CUSTOMER, METERED AND UNMETERED IS CHARGED FOR A MINIMUM OF 12 UNITS OF WATER / WASTEWATER AT THE CURRENT RATE PER UNIT.

At a regular meeting of the City Council of the City of Bangor held on Monday, December 2nd, 2024, adoption of the foregoing ordinance was moved by _____, Councilmember and supported by _____, Councilmember.

Voting for: _____

Voting against: _____

Mayor Farmer declared the ordinance adopted.

CERTIFICATION

I further certify that Councilmember _____ moved for adoption of said Ordinance No. 296, and that Councilmember _____ seconded said motion.

I further certify that the following members voted for adoption of said Ordinance: _____ and that the following members voted against such Ordinance: _____.

I further certify that said Ordinance No. 296 has been recorded in the Ordinance Book of the City of Bangor.

The foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Bangor, County of Van Buren, and State of Michigan, at a Regular meeting held this December 2nd, 2024, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, as amended, the same being the Open Meetings Act, and the Minutes of said meeting have been or will be made available as required by said Act.

Shelly Umbanhowar
City Clerk
City of Bangor