

**MAYOR
Rocky Gillis**

COUNCIL MEMBERS

**Michael Bembas
Ed Carter
Dawn Davey, Mayor Pro Tem**

**Cathy Harris
Wendy Meldrum
Jacob Skarbek**

**CITY OF ALGONAC
AGENDA FOR REGULAR CITY COUNCIL MEETING
Tuesday, September 16, 2025
6:00 p.m.**

- 1) Call to Order
- 2) Roll Call
- 3) Moment of Silent Prayer
- 4) Pledge of Allegiance
- 5) Approve Agenda
- 6) Presentations
- 7) Public Comment
**Limited to five (5) minutes per person. See information below.*
- 8) City Manager Report
- 9) Consent Agenda
 - a. City Council Meeting Minutes
 - 1) Regular Meeting – September 2, 2025
 - b. Departmental Reports
 - 1) Blight Enforcement
 - 2) Building
 - 3) DPW
 - 4) Finance
 - 5) Fire Department
 - 6) Water Department
 - c. Communications & Notices
 - 1) Boards & Commission Roster
 - 2) Housing Commission Minutes
 - d. Miscellaneous Business
 - 1) To approve tree removal at Algonac Community Pool: \$4,000.
 - 2) To approve tree removal at 488 Dixie Blvd: \$1,500.
 - 3) To approve Fire Department Annual ESO Reporting Program Renewal: \$3,087.
- 10) Unfinished Business

11) New Business

- a. To approve North, Elm & Chestnut Pavement Rehabilitation Pay Application No. 1: \$198,547.89.
- b. To approve Change Order for Fire Alarm System for Algonac Activity Center: \$7,325.
- c. To approve Change Order for Climate Controls for Algonac Activity Center: \$3,840.
- d. To adopt Resolution #2025-12 recognizing Piece-To-Peace Quilters as a local non-profit organization.
- e. To approve Fire Department Tower 1 Repairs: \$5,194.61.
- f. To approve Algonac Activity Center Property Insurance: \$9,416.
- g. To approve Water Plant High Service Pump #3 Start-up: \$3,652.66.
- h. To approve proposal for 2025 Bridge Inspections: \$18,450.
- i. To approve installation of Blue Safety Mesh Cover at Algonac Community Pool: \$18,500.
- j. To approve Special Event Permit for Red Barn Country Fest & SXS Ride September 27, 2025.
- k. To accept City Manager Notice of Retirement.

12) Accounts Payable

13) Items for Next Agenda

14) Council Comment

15) Adjournment

The Michigan Open Meetings Act provides that persons shall be permitted to address the meeting of a public body under the rules established by the public body.

Any person may address the Council once on any matter during Public Comment. All matters shall be addressed through the Chair and no person shall speak longer than five (5) minutes.

The Chair shall not permit abusive, slanderous, or profane remarks about any person. Nothing herein is intended to limit or restrain negative, positive, or neutral comment about the manner in which an individual, employee, officer, official or council member carries out his or her duties in public office or employment.

At the conclusion of a speaker's remarks, the Manager, Mayor, Council or City staff *may* answer, if deemed necessary. Neither the Manager, Mayor, Council nor City staff shall interrupt or engage in debate with speakers or other members of the public during Public Comment.

This notice is posted in compliance with PA267 of 1976 as amended (Open Meetings Act), MCLA 41.72a (2) (3) and the Americans with Disabilities Act. Individuals with disabilities requiring auxiliary aids or services should contact the City of Algonac City Clerk at P.O. Box 454, Algonac, Michigan 48001 or (810) 794-9361 x6 or cityclerk@cityofalgonac.org.



Business of the Algonac City Council

Agenda Statement

Item Title: To approve the consent agenda

Submitted by: Denice A. Gerstenberg, City Manager

Summary

The consent agenda contains the following items:

- a) City Council Meeting Minutes
 - 1. Regular Meeting – September 2, 2025
- b) Departmental Reports
 - 1. Blight Enforcement
 - 2. Building
 - 3. DPW
 - 4. Finance
 - 5. Fire Department
 - 6. Water Department
- c) Communications & Notices
 - 1. Boards & Commission Roster
 - 2. Housing Commission Minutes – June 16, 2025
- d) Miscellaneous Business
 - 1. To approve tree removal at Algonac Community Pool: \$4,000.
 - 2. To approve tree removal at 488 Dixie Blvd.: \$1,500.
 - 3. To approve annual renewal of ESO Reporting Program: \$3,087.

Suggested Action:

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve the consent agenda as presented.

APPROVED/Denied

**MAYOR
Rocky Gillis**

COUNCIL MEMBERS

**Michael Bembas
Ed Carter
Dawn Davey, Mayor Pro Tem**

**Cathy Harris
Wendy Meldrum
Jacob Skarbek**

**CITY OF ALGONAC
REGULAR CITY COUNCIL MEETING
Tuesday, September 2, 2025
6:00 p.m.**

**City Council Chambers, 805 St. Clair River Drive
Algonac, MI 48001
Proposed Minutes**

Meeting called to Order

Mayor Gillis called the meeting to order at 6:00 p.m.

Roll Call

Present: Councilmembers Carter, Davey, Gillis, Harris, Meldrum and Skarbek.

Absent: Councilman Bembas

Others Present: City Manager Denice Gerstenberg, Fire Chief Joe Doan, and Deputy City Clerk Evah Newman.

Motion by Davey, supported by Carter to excuse Councilman Michael Bembas due to being out of town. Motion carried.

Moment of Silent Prayer

Mayor Gillis called for a moment of silent prayer.

Pledge of Allegiance

Mayor Gillis led the Pledge of Allegiance.

Approve Agenda

Motion by Skarbek, supported by Carter to approve the agenda as presented. Motion carried.

Presentations

Curtis McBride, McBride-Manley, explained the audit process and the annual letter notifying councilmembers that the audit process will be starting following the end of the fiscal year.

Andy Goulet, on behalf of the Algonac Lions, presented the city with a check in the amount of \$15,000 towards the purchase of new furniture at the Community Pool.

Public Comment

Alan Lapham, 1960 Blauvelt, requested his bond from building permit be returned.

Cathy Lynn, 325 Heritage Way, requested support from the city for the installation of an electric vehicle charging station at her home.

Lori Ferris, 669 Townsend Ct., commented on the water bill increase and asked why it is such a large increase.

Doug Viohl, 505 Lathrop, commented on not receiving warning that the water bill rates were being increased.

Natalie Kaatz, 440 Lathrop, commented on the water rate increase and why there was no notice.

Greg Loggins, 450 Lathrop, commented on water bill rate increase and taxes.

Ron Currie, 517 Lathrop, commented on the water bill and storm sewer.

Robert Schram, 828 Clay, commented on the water rate increase and taxes.

City Manager's Report

City Manager Gerstenberg gave a brief report.

Consent Agenda

Motion by Meldrum, supported by Davey to approve the consent agenda as presented:

- a. City Council Meeting Minutes
 - 1) Regular Meeting – August 19, 2025

Motion carried.

Unfinished Business

None

New Business

To ADOPT amendment to Chapter 48 "WATERWAYS", by adding Section 3 "VESSEL PARKING".

Motion by Meldrum, supported by Davey to adopt amendment to Chapter 48 "WATERWAYS", by adding Section 3 "Vessel Parking".

Ayes: Carter, Davey, Gillis, Harris, Meldrum, Skarbek

Nays: None
Absent: Bembas

Motion carried.

To ADOPT Article X "SHORT-TERM RENTAL ORDINANCE" as part of Chapter 10 "Buildings and Building Regulations" of the city code.

Motion by Davey, supported by Carter to adopt Article X "SHORT-TERM RENTAL ORDINANCE" as part of Chapter 10 "Buildings and Building Regulations" of the City Code and AMEND the FY 2025-2026 Fee Schedule as presented.

Ayes: Davey, Gillis, Harris, Meldrum, Skarbek, Carter
Nays: None
Absent: Bembas

Motion carried.

To approve Server and Server Room Upgrade.

Motion by Carter, supported by Skarbek to approve server and server room upgrade from Hi-Tech, whose address is 3070 Palms Road, Casco, Michigan 48064 in the amount of \$19,590.00.

Ayes: Gillis, Harris, Meldrum, Skarbek, Carter, Davey
Nays: None
Absent: Bembas

Motion carried.

To approve Firewall Upgrade.

Motion by Skarbek, supported by Davey to approve firewall upgrade from Hi-Tech, whose address is 3070 Palms Road, Casco, Michigan 48064 in the amount of \$19,590.00.

Ayes: Harris, Meldrum, Skarbek, Carter, Davey, Gillis
Nays: None
Absent: Bembas

Motion carried.

Accounts Payable

Motion by Carter, supported by Skarbek to approve accounts payable and payroll in the amount of \$1,159,306.63.

Roll Call

Ayes: Meldrum, Skarbek, Carter, Davey, Gillis, Harris
Nays: None
Absent: Bembas

Motion carried.

Items for Next Agenda

- Boards & Commissions Appointments/Re-appointments

Council Comment

Carter

Thanked the Algonac Lions for the donation toward the pool furniture. The art fair and car show were great events this past weekend.

Davey

Apologized for the not reaching out to residents regarding water rate increase.

Harris

Thanked everyone who participated and help for a successful art fair, and thanked the Algonac Lions for their donation toward the pool furniture. She commented on the water rate increase.

Meldrum

Thanked everyone for coming to voice their opinions on the water bill rates. She was aware the rate was going up but wasn't aware when. She asked to spell out all the fees on the bills or on the back of the water bills.

Skarbek

Apologized for not posting information about the water rates. He explained the decision made that led to the water and sewer rate increases. No one wanted to pass the increase on, but we would be in a worse position 5 years from now if not; so unfortunately, it had to be done now.

Gillis

Congratulations on the successful Art Fair. He thanked the Algonac Lions for their donation for pool furniture. Regarding water rates, we had 2 months of meetings on this, so we knew what was happening. We, as Council members, should have done more to advise residents. We hear you and we understand; we didn't want to do this, but if we didn't, the water fund would be in debt by 2027. The water and sewer plants are supposed to be self-sustaining, but they aren't.

Adjournment

Motion by Meldrum, supported by Harris to adjourn the meeting at 6:54 p.m. Motion carried.

Signed _____; respectfully submitted _____
Mayor Rocky Gillis City Clerk Lisa Borgacz

Inspection List

09/11/25

b1 Address		Permit Number	Inspection Type	Scheduled	Completed	Result	Inspector	Cost
539 FASSETT ST			2ND INSPECTIO	08/04/2025	09/02/2025	Complied	LORI WARN	
721 COLUMBIA ST			4TH INSPECTIO	08/05/2025	08/05/2025	Not Compie	LORI WARN	
1003 FRUIT ST			2ND INSPECTIO	08/05/2025	08/05/2025	Partially Co	LORI WARN	
349 NORTH AVE			2ND INSPECTIO	08/05/2025	08/05/2025	Complied	LORI WARN	
929 LIBERTY ST			FINAL CHECK	08/05/2025	08/05/2025	No Violation	LORI WARN	
1200 FRUIT ST			5TH INSPECTIO	08/05/2025	08/05/2025	Complied	LORI WARN	
943 LIBERTY ST			2ND INSPECTIO	08/05/2025	08/05/2025	Partially Co	LORI WARN	
1205 ST CLAIR RIVER DR			4TH INSPECTIO	08/05/2025	08/05/2025	Complied	LORI WARN	
903 SMITH ST			2ND INSPECTIO	08/05/2025	08/05/2025	Complied	LORI WARN	
724 TOWNSEND DR			5TH INSPECTIO	08/05/2025	08/11/2025	Violation(s)	LORI WARN	
451 MAPLE ST			2ND INSPECTIO	08/05/2025	08/05/2025	Violation(s)	LORI WARN	
936 COLUMBIA ST			1ST INSPECTION	08/05/2025	08/05/2025	Violation(s)	LORI WARN	
746 MILL ST			4TH INSPECTIO	08/05/2025	08/05/2025	Not Compie	LORI WARN	
9541 RACHEL			CODE COMPLIA	08/07/2025			LORI WARN	
943 LIBERTY ST			2ND INSPECTIO	08/11/2025	08/11/2025	Violation(s)	LORI WARN	
382 CENTER ST			27TH INSPECTIO	08/11/2025	08/11/2025	Violation(s)	LORI WARN	
2204 ST CLAIR RIVER DR			3RD INSPECTIO	08/11/2025	08/11/2025	Complied	LORI WARN	
2204 ST CLAIR RIVER DR			1ST INSPECTION	08/11/2025	08/11/2025	Violation(s)	LORI WARN	
2204 ST CLAIR RIVER DR			2ND INSPECTIO	08/11/2025	08/18/2025	Complied	LORI WARN	
1003 STATE ST			5TH INSPECTIO	08/11/2025	08/11/2025	Not Compie	LORI WARN	
1096 HOWARD ST			1ST INSPECTION	08/12/2025	08/12/2025	Violation(s)	LORI WARN	
1044 HOWARD ST			1ST INSPECTION	08/12/2025	08/12/2025	Violation(s)	LORI WARN	

Inspection List

09/11/25

Address	Permit Number	Inspection Type	Scheduled	Completed	Result	Inspector	Cost
1044 HOWARD ST		2ND INSPECTIO	08/26/2025	09/09/2025	Partially Co	LORI WARN	
918 HOWARD ST		6TH INSPECTIO	08/26/2025	08/26/2025	Partially Co	LORI WARN	
999 SUMMER ST		13TH INSPECTIO	08/26/2025	09/02/2025	Not Complie	LORI WARN	
910 COLUMBIA ST		8TH INSPECTIO	08/26/2025			LORI WARN	
1003 STATE ST		6TH INSPECTIO	08/26/2025	09/09/2025	Not Complie	LORI WARN	
121 N PARK DR		1ST INSPECTION	08/26/2025	08/26/2025	Violation(s)	LORI WARN	
128 ECKFIELD ST		9TH INSPECTIO	08/26/2025	08/26/2025	No Change	LORI WARN	
382 CENTER ST		28TH INSPECTIO	08/26/2025	08/26/2025	Partially Co	LORI WARN	
618 GREEN ST		1ST INSPECTION	08/26/2025	08/26/2025	Violation(s)	LORI WARN	
909 WASHINGTON ST		14TH INSPECTIO	08/26/2025	08/26/2025	Violation(s)	LORI WARN	
345 COLONIAL LN		7TH INSPECTIO	08/26/2025	08/26/2025	Not Complie	LORI WARN	
532 EDWARDS ST		3RD INSPECTIO	08/26/2025	08/26/2025	Violation(s)	LORI WARN	
321 ORCHARD ST		3RD INSPECTIO	08/26/2025	08/26/2025	No Change	LORI WARN	
550 EDWARDS ST		20TH INSPECTIO	08/26/2025	08/26/2025	Violation(s)	LORI WARN	
2204 ST CLAIR RIVER DR		2ND INSPECTIO	08/26/2025	08/26/2025	Violation(s)	LORI WARN	

Inspections: 59

Population: All Records
Inspection.Inspector = LORI WARNER AND
Inspection.DateTimeScheduled Between 8/1/2025 12:00:00 AM AND 8/31/2025 11:59:59 PM

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB240008	1812 MICHIGAN ST		\$7,625.00	\$0
Work Description: NEW SINGLE FAMILY HOME				
PB240089	1833 MICHIGAN ST		\$19,432.96	\$0
Work Description: SITE WORK. ADDITION, POOL				
PB250034	946 HOWARD ST		\$226.30	\$0
Work Description: PLASTIC ABOVE GROUND POOL				
PB250053	410 EDGEWATER DR		\$270.99	\$0
Work Description: RE ROOF				
PB250060	806 SMITH ST		\$252.30	\$0
Work Description: SHINGLE ROOF OVER EXISTING SHINGLES				
PB250068	530 ORCHARD ST		\$278.95	\$0
Work Description: RE-ROOF				

Total Permits For Type:	6
Total Fees For Type:	\$28,086.50
Total Const. Value For Type:	\$0

Electrical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE250031	448 WILLARD AVE		\$164.00	\$0
Work Description: ELECTRICAL FOR A/C				

Total Permits For Type:	1
Total Fees For Type:	\$164.00
Total Const. Value For Type:	\$0

Mechanical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM240031	1833 MICHIGAN ST		\$285.00	\$0
Work Description: POOL BOILER				

PM250011	1833 MICHIGAN ST	\$312.50	\$0
----------	------------------	----------	-----

Work Description: INSTALLING EXHAUST FAN AND UNIT HEATER

PM250017	448 WILLARD AVE	\$240.00	\$0
----------	-----------------	----------	-----

Work Description: FURNACE REPLACEMENT, A/C ADD ON

Total Permits For Type:	3
Total Fees For Type:	\$837.50
Total Const. Value For Type:	\$0

Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value
PP240022	1833 MICHIGAN ST		\$365.00	\$0

Work Description: COMPLETE PLUMBING FOR CITY POOL AS PER PLANS

PP250010	610 RUSKIN AVE	\$250.00	\$0
----------	----------------	----------	-----

Work Description: SEWER REPAIR

Total Permits For Type:	2
Total Fees For Type:	\$615.00
Total Const. Value For Type:	\$0

ZONING

Permit #	Contractor	Job Address	Fee Total	Const. Value
PZ240007	1419 MARKET ST		\$125.00	\$0

Work Description: SPLIT RAIL FENCE
OWNER CANCELLED PERMIT

PZ250027	1103 BETH CT	\$125.00	\$0
----------	--------------	----------	-----

Work Description: SHED

PZ250028	940 HOWARD ST	\$125.00	\$0
----------	---------------	----------	-----

Work Description: 8X10 SHED

PZ250031	624 RUSKIN AVE	\$200.00	\$0
----------	----------------	----------	-----

Work Description: DRIVEWAY

Total Permits For Type:	4
Total Fees For Type:	\$575.00
Total Const. Value For Type:	\$0

Report Summary

Population: All Records
Permit.DateFinaled Between
8/1/2025 12:00:00 AM AND
8/31/2025 11:59:59 PM

Grand Total Fees:	\$30,278.00
Grand Total Permits:	16
Grand Total Const. Value:	\$0

Monthly Issued Permit List

09/11/2025

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB250038	640 SUMMER ST		\$150.00	\$0
Work Description: REMOVE OLD DECK				
PB250062	124 ROSELAWN ST		\$288.05	\$0
Work Description: TEAR OFF AND REPLACE SHINGLES				
PB250064	2204 ST CLAIR RIVER DR		\$346.78	\$0
Work Description: ROOF				
PB250065	2204 ST CLAIR RIVER DR		\$306.50	\$0
Work Description: DECK				
PB250067	522 EDWARDS ST		\$277.50	\$0
Work Description: ROOFING				
PB250068	530 ORCHARD ST		\$278.95	\$0
Work Description: RE-ROOF				
PB250070	1101 STATE ST		\$725.00	\$0
Work Description: ROOFING, SIDING, 6X6 DECK				

Total Permits For Type:	7
Total Fees For Type:	\$2,372.78
Total Const. Value For Type:	\$0

Electrical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE250031	448 WILLARD AVE		\$164.00	\$0
Work Description: ELECTRICAL FOR A/C				
PE250036	9539 NOOK RD		\$157.00	\$0
Work Description: ELECTRICAL FOR A/C REPLACEMENT				
PE250037	323 HERITAGE WAY BLDG #3		\$157.00	\$0
Work Description: ELECTRICAL FOR A/C REPLACEMENT				

Total Permits For Type:	3
Total Fees For Type:	\$478.00

Total Const. Value For Type:

\$0

Mechanical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM250014	102 FRUIT ST		\$210.00	\$0
Work Description: New A/C				
PM250019	1816 ST CLAIR BLVD		\$170.00	\$0
Work Description: GAS PIPE GENERATOR				
PM250020	504 FASSETT ST		\$195.00	\$0
Work Description: WATER HEATER REPLACEMENT				
PM250021	9539 NOOK RD		\$180.00	\$0
Work Description: A/C REPLACEMENT				
PM250022	323 HERITAGE WAY BLDG #3		\$180.00	\$0
Work Description: A/C REPLACEMENT				

Total Permits For Type:

5

Total Fees For Type:

\$935.00

Total Const. Value For Type:

\$0

PEDDLERS

Permit #	Contractor	Job Address	Fee Total	Const. Value
PPED250002	805 ST CLAIR RIVER DR		\$100.00	\$0
Work Description: DOOR TO DOOR FINANCIAL SERVICES				
PPED250003	805 ST CLAIR RIVER DR		\$110.00	\$0
Work Description: DOOR TO DOOR SALES				
PPED250004	805 ST CLAIR RIVER DR		\$110.00	\$0
Work Description: DOOR TO DOOR SALES ECOSHEILD				
PPED250005	805 ST CLAIR RIVER DR		\$110.00	\$0
Work Description: DOOR TO DOOR SALES ECOSHEILD				
PPED250006	805 ST CLAIR RIVER DR		\$110.00	\$0
Work Description: DOOR TO DOOR SALES ECOSHEILD				
PPED250007	805 ST CLAIR RIVER DR		\$110.00	\$0
Work Description: DOOR TO DOOR SALES ECOSHEILD				
PPED250008	805 ST CLAIR RIVER DR		\$110.00	\$0

Total Permits For Type: 7
Total Fees For Type: \$760.00
Total Const. Value For Type: \$0

Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value
PP250010	610 RUSKIN AVE		\$250.00	\$0

Work Description: SEWER REPAIR

Total Permits For Type: 1
Total Fees For Type: \$250.00
Total Const. Value For Type: \$0

RIGHT-OF-WAY

Permit #	Contractor	Job Address	Fee Total	Const. Value
PRW250001	601 ROBBINS DR		\$150.00	\$0

Work Description: row between 106 robbins to henrietta

PRW250002	715 STATE ST		\$150.00	\$0
-----------	--------------	--	----------	-----

Work Description: RIGHT OF WAY between 715 state to liberty st

Total Permits For Type: 2
Total Fees For Type: \$300.00
Total Const. Value For Type: \$0

Sign

Permit #	Contractor	Job Address	Fee Total	Const. Value
PS250003	1051 ST CLAIR RIVER DR		\$190.00	\$0

Work Description: SIGN

Total Permits For Type: 1
Total Fees For Type: \$190.00
Total Const. Value For Type: \$0

SPECIAL ASSEMBLY

Permit #	Contractor	Job Address	Fee Total	Const. Value
PSA250011	102 CITY PARK & 1130 ST CLAIR		\$0.00	\$0
Work Description: ALGONAC ART FAIR 2025		53RD ANNUAL ART FAIR		
Total Permits For Type:				1
Total Fees For Type:				\$0.00
Total Const. Value For Type:				\$0

ZONING

Permit #	Contractor	Job Address	Fee Total	Const. Value
PZ250034	1504 CLINTON ST		\$125.00	\$0
Work Description: FENCE				
PZ250035	823 GOLFVIEW AVE		\$125.00	\$0
Work Description: FENCE				
PZ250036	669 TOWNSEND CT		\$130.00	\$0
Work Description: SHED				
Total Permits For Type:				3
Total Fees For Type:				\$380.00
Total Const. Value For Type:				\$0

Report Summary

Population: All Records	Grand Total Fees:	\$5,665.78
Permit.DateIssued Between 8/1/2025 12:00:00 AM AND 8/31/2025 11:59:59 PM	Grand Total Permits:	30
	Grand Total Const. Value:	\$0

CITY OF ALGONAC

DEPT. OF PUBLIC WORKS

REPORT

Month: August, 2025

DPW

- *General vehicle maintenance*
- *Kept work areas cleaned and organized*
- *Burned big brush pile*

LOCAL/MAJOR STREETS

- *Checked storm sewer pump stations as needed*
- *Cold patched streets as needed.*
- *Open/close roads for touch a truck event*
- *Sprayed weeds*

PARKS

- *Emptied trash containers as needed*
- *Sprayed for weeds*
- *Set out stuff for art fair*

CITY HALL

- *Weed flower beds*
- *Sprayed for weeds*

POOL

- *Check pool/clean bath house*
- *Delivered Chlorine when necessary*

- *Weeded flower beds*

LIBRARY

-

WATER

- *Completed Miss dig assignments as requested*
- *Fixed meter pit @ 735 Townsend*

SEWER

- *Completed Miss dig assignments as requested*
- *AMP tested and general maintenance performed to all lift stations weekly*
- *Worked on Loch haven lift station.*

*This past month, DPW employees excluding the superintendent used **20 hours** of vacation, sick or personal time.*

Respectfully submitted,

Algonac Public Services Dept.

Joe Vernier

CASH SUMMARY BY FUND FOR CITY OF ALGONAC
FROM 07/01/2025 TO 07/31/2025
FUND: 101 202 203 208 271 401 590 591 661
CASH ACCOUNTS

9b4

Func	Description	Beginning Balance 07/01/2025	Total Debits	Total Credits	Ending Balance 07/31/2025
101	General Fund	1,274,148.38	23,376.50	389,846.72	907,678.16
202	Major Street Fund	1,379,722.98	31,383.97	15,869.44	1,395,237.51
203	Local Street Fund	1,227,114.07	12,578.63	34,994.30	1,204,698.40
208	PARK/RECREATION FUND - Music in the	2,958.58	0.00	300.00	2,658.58
271	Library Fund	67,377.55	0.00	5,332.84	62,044.71
401	Capital Improvement Fund	147,194.16	1,064,797.89	44,865.26	1,167,126.79
590	Sewer Fund	224,349.78	59,491.74	115,794.94	168,046.58
591	Water Fund	1,117,970.21	121,887.80	116,495.71	1,123,362.30
661	Motor Pool Fund	474,046.50	8,533.98	0.00	482,580.48
TOTAL - ALL FUNDS		5,914,882.21	1,322,050.51	723,499.21	6,513,433.51

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDDT USED
		AMENDED BUDGET	NORMAL	07/31/2025 (ABNORMAL)	MONTH 07/31/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - General Fund							
000.000		3,693,149.00		24,137.88	24,137.88	3,669,011.12	0.65
TOTAL REVENUES		3,693,149.00		24,137.88	24,137.88	3,669,011.12	0.65
101.000	- City Council	24,440.00		2,978.01	2,978.01	21,461.99	12.18
172.000	- City Manager	206,720.00		13,235.38	13,235.38	193,484.62	6.40
191.000	- Finance	336,625.00		18,313.55	18,313.55	318,311.45	5.44
215.000	- Clerk	120,210.00		6,705.75	6,705.75	113,504.25	5.58
215.200	- General Administration	23,150.00		1,665.23	1,665.23	21,484.77	7.19
228.000	- Data Processing	94,850.00		19,350.86	19,350.86	75,499.14	20.40
257.000	- Assessor	57,390.00		0.00	0.00	57,390.00	0.00
262.000	- Elections	35,240.00		1,175.11	1,175.11	34,064.89	3.33
265.000	- Buildings And Grounds	82,685.00		9,285.73	9,285.73	73,399.27	11.23
266.000	- Attorney	11,500.00		531.25	531.25	10,968.75	4.62
301.000	- Police	992,700.00		79,520.64	79,520.64	913,179.36	8.01
336.000	- Fire	463,985.00		41,732.06	41,732.06	422,252.94	8.99
371.000	- Building Inspection Department	249,015.00		9,943.79	9,943.79	239,071.21	3.99
441.000	- Department of Public Works	643,395.00		55,060.46	55,060.46	588,334.54	8.56
701.000	- Planning	4,250.00		307.75	307.75	3,942.25	7.24
702.000	- Zoning	1,960.00		67.20	67.20	1,892.80	3.43
751.000	- Parks And Recreation Departmen	145,710.00		19,912.36	19,912.36	125,797.64	13.67
751.756	- Pool	162,020.00		10,567.07	10,567.07	151,452.93	6.52
759.000	- 1216 SCB Development	90,000.00		2,174.06	2,174.06	87,825.94	2.42
851.000	- Insurance And Bonds	45,500.00		23,653.85	23,653.85	21,846.15	51.99
999.000	- Transfers (Out) And Other Uses	593,500.00		0.00	0.00	593,500.00	0.00
TOTAL EXPENDITURES		4,384,845.00		316,180.11	316,180.11	4,068,664.89	7.21
Fund 101 - General Fund:							
TOTAL REVENUES		3,693,149.00		24,137.88	24,137.88	3,669,011.12	0.65
TOTAL EXPENDITURES		4,384,845.00		316,180.11	316,180.11	4,068,664.89	7.21
NET OF REVENUES & EXPENDITURES		(691,696.00)		(292,042.23)	(292,042.23)	(399,653.77)	42.22
BEG. FUND BALANCE		3,903,511.20		3,903,511.20	3,903,511.20	(836,731.32)	
NET OF REVENUES/EXPENDITURES - 2024-25		3,211,815.20		2,774,737.65	2,774,737.65		

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDC
		AMENDED BUDGET	NORMAL	07/31/2025	MONTH 07/31/2025	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
Fund 202 - Major Street Fund										
000.000		405,600.00		31,383.97		31,383.97		374,216.03		7.74
TOTAL REVENUES										
449.200 - Street Funds Administration		405,600.00		31,383.97		31,383.97		374,216.03		7.74
449.463 - Preservation Streets		39,750.00	0.00		0.00		39,750.00		0.00	
449.465 - Non-Motorized		540,995.00	458.54		458.54		540,536.46		0.08	
449.473 - Preservation Bridges		1,020.00	0.00		0.00		1,020.00		0.00	
449.474 - Traffic Services		1,200.00	0.00		0.00		1,200.00		0.00	
449.478 - Winter Maintenance		13,900.00	4,415.36		4,415.36		9,484.64		31.77	
999.000 - Transfers (Out) And Other Uses		18,230.00	0.00		0.00		18,230.00		0.00	
		201,090.00	0.00		0.00		201,090.00		0.00	
TOTAL EXPENDITURES										
		816,185.00	4,873.90		4,873.90		811,311.10		0.60	
Fund 202 - Major Street Fund:										
TOTAL REVENUES										
		405,600.00	31,383.97		31,383.97		374,216.03		7.74	
TOTAL EXPENDITURES										
		816,185.00	4,873.90		4,873.90		811,311.10		0.60	
NET OF REVENUES & EXPENDITURES										
		(410,585.00)	26,510.07		26,510.07		(437,095.07)		6.46	
BEG. FUND BALANCE										
		1,289,857.46	1,289,857.46							
NET OF REVENUES/EXPENDITURES - 2024-25										
			143,724.74							
END FUND BALANCE										
		879,272.46	1,460,092.27				143,724.74			

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALGONAC

PERIOD ENDING 07/31/2025
 % Fiscal Year Completed: 8.49

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 07/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 203 - Local Street Fund						
000.000		364,700.00	12,578.63	12,578.63	352,121.37	3.45
TOTAL REVENUES						
449.200	- Street Funds Administration	15,925.00	0.00	0.00	15,925.00	0.00
449.463	- Preservation Streets	434,485.00	199,373.81	199,373.81	235,111.19	45.89
449.473	- Preservation Bridges	14,385.00	1,650.00	1,650.00	12,735.00	11.47
449.474	- Traffic Services	12,155.00	899.46	899.46	11,255.54	7.40
449.478	- Winter Maintenance	29,760.00	0.00	0.00	29,760.00	0.00
TOTAL EXPENDITURES						
		506,710.00	201,923.27	201,923.27	304,786.73	39.85
Fund 203 - Local Street Fund:						
TOTAL REVENUES						
		364,700.00	12,578.63	12,578.63	352,121.37	3.45
TOTAL EXPENDITURES						
		506,710.00	201,923.27	201,923.27	304,786.73	39.85
NET OF REVENUES & EXPENDITURES						
BEG. FUND BALANCE		(142,010.00)	(189,344.64)	(189,344.64)	47,334.64	133.33
NET OF REVENUES/EXPENDITURES - 2024-25		938,139.51	938,139.51			
		258,696.61	258,696.61			
END FUND BALANCE		796,129.51	1,007,491.48		258,696.61	

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BUDGET USED
		AMENDED BUDGET	NORMAL	07/31/2025	MONTH 07/31/2025	INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 208 - PARK/RECREATION FUND - Music in the Park								
751.000	- Parks And Recreation Departmen	0.00		100.00		100.00	(100.00)	100.00
TOTAL EXPENDITURES		0.00		100.00		100.00	(100.00)	100.00
Fund 208 - PARK/RECREATION FUND - Music in the Park:								
TOTAL REVENUES		0.00		0.00		0.00	0.00	0.00
TOTAL EXPENDITURES		0.00		100.00		100.00	(100.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00		(100.00)		(100.00)	100.00	100.00
BEG. FUND BALANCE								
NET OF REVENUES/EXPENDITURES - 2024-25							2,758.58	
END FUND BALANCE							2,658.58	

PERIOD ENDING 07/31/2025

% Fiscal Year Completed: 8.49

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDC USED
		AMENDED BUDGET	NORMAL	07/31/2025	07/31/2025	MONTH	07/31/2025	INCREASE (DECREASE	BALANCE	
Fund 271 - Library Fund										
000.000		40,050.00		0.00		0.00		40,050.00		0.00
TOTAL REVENUES										
		40,050.00		0.00		0.00		40,050.00		0.00
790.000 - Library										
		51,040.00		5,227.90		5,227.90		45,812.10		10.24
TOTAL EXPENDITURES										
		51,040.00		5,227.90		5,227.90		45,812.10		10.24
Fund 271 - Library Fund:										
TOTAL REVENUES										
		40,050.00		0.00		0.00		40,050.00		0.00
TOTAL EXPENDITURES										
		51,040.00		5,227.90		5,227.90		45,812.10		10.24
NET OF REVENUES & EXPENDITURES										
		(10,990.00)		(5,227.90)		(5,227.90)		(5,762.10)		47.57
BEG. FUND BALANCE										
		66,534.38		66,534.38		6,439.91				
NET OF REVENUES/EXPENDITURES - 2024-25										
		55,544.38		67,746.39				6,439.91		
END FUND BALANCE										

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 07/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
Fund 401 - Capital Improvement Fund						
000.000		675,500.00	1,064,797.89	1,064,797.89	(389,297.89)	157.63
TOTAL REVENUES						
		675,500.00	1,064,797.89	1,064,797.89	(389,297.89)	157.63
901.000 - Capital Outlay						
		780,000.00	47,340.26	47,340.26	732,659.74	6.07
TOTAL EXPENDITURES						
		780,000.00	47,340.26	47,340.26	732,659.74	6.07
Fund 401 - Capital Improvement Fund:						
TOTAL REVENUES		675,500.00	1,064,797.89	1,064,797.89	(389,297.89)	157.63
TOTAL EXPENDITURES		780,000.00	47,340.26	47,340.26	732,659.74	6.07
NET OF REVENUES & EXPENDITURES		(104,500.00)	1,017,457.63	1,017,457.63	(1,121,957.63)	973.64
BEG. FUND BALANCE		366,116.97	366,116.97			
NET OF REVENUES/EXPENDITURES - 2024-25			(979,744.05)			
END FUND BALANCE		261,616.97	403,830.55		(979,744.05)	

PERIOD ENDING 07/31/2025
% Fiscal Year Completed: 8.49

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 07/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 590 - Sewer Fund						
000.000		1,097,485.00	88.03	88.03	1,097,396.97	0.01
930.000	- Transfer in from General	588,500.00	0.00	0.00	588,500.00	0.00
TOTAL REVENUES		1,685,985.00	88.03	88.03	1,685,896.97	0.01
536.548	- Operating Services	1,223,235.00	112,312.38	112,312.38	1,110,922.62	9.18
901.000	- Capital Outlay	478,000.00	0.00	0.00	478,000.00	0.00
TOTAL EXPENDITURES		1,701,235.00	112,312.38	112,312.38	1,588,922.62	6.60
Fund 590 - Sewer Fund:						
TOTAL REVENUES		1,685,985.00	88.03	88.03	1,685,896.97	0.01
TOTAL EXPENDITURES		1,701,235.00	112,312.38	112,312.38	1,588,922.62	6.60
NET OF REVENUES & EXPENDITURES		(15,250.00)	(112,224.35)	(112,224.35)	96,974.35	735.90
BEG. FUND BALANCE		2,625,397.26	2,625,397.26			
NET OF REVENUES/EXPENDITURES - 2024-25		(124,653.10)	(124,653.10)		(124,653.10)	
END FUND BALANCE		2,610,147.26	2,388,519.81			

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 07/31/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BUDGET USED
Fund 591 - Water Fund						
000.000		2,007,954.00	79,965.30	79,965.30	1,927,988.70	3.98
TOTAL REVENUES						
		2,007,954.00	79,965.30	79,965.30	1,927,988.70	3.98
536.550	- Administration	246,784.00	16,281.86	16,281.86	230,502.14	6.60
536.556	- Production Expenses	1,366,880.00	55,061.94	55,061.94	1,311,818.06	4.03
536.561	- Transmission Costs	541,510.00	7,188.13	7,188.13	534,321.87	1.33
TOTAL EXPENDITURES						
		2,155,174.00	78,531.93	78,531.93	2,076,642.07	3.64
Fund 591 - Water Fund:						
TOTAL REVENUES						
		2,007,954.00	79,965.30	79,965.30	1,927,988.70	3.98
TOTAL EXPENDITURES						
		2,155,174.00	78,531.93	78,531.93	2,076,642.07	3.64
NET OF REVENUES & EXPENDITURES						
		(147,220.00)	1,433.37	1,433.37	(148,653.37)	0.97
BEG. FUND BALANCE						
		8,832,126.13	8,832,126.13			
NET OF REVENUES/EXPENDITURES - 2024-25						
			2,752.39			
END FUND BALANCE						
		8,684,906.13	8,836,311.89			

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALGONAC

PERIOD ENDING 07/31/2025
% Fiscal Year Completed: 8.49

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDC USED
		AMENDED BUDGET	NORMAL	07/31/2025	07/31/2025	MONTH 07/31/2025	INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 661 - Motor Pool Fund										
000.000		114,500.00		8,533.98		8,533.98		105,966.02		7.45
TOTAL REVENUES										
		114,500.00		8,533.98		8,533.98		105,966.02		7.45
000.000		10,000.00		0.00		0.00		10,000.00		0.00
901.000	- Capital Outlay	73,000.00		0.00		0.00		73,000.00		0.00
TOTAL EXPENDITURES										
		83,000.00		0.00		0.00		83,000.00		0.00
Fund 661 - Motor Pool Fund:										
TOTAL REVENUES										
		114,500.00		8,533.98		8,533.98		105,966.02		7.45
TOTAL EXPENDITURES										
		83,000.00		0.00		0.00		83,000.00		0.00
NET OF REVENUES & EXPENDITURES										
		31,500.00		8,533.98		8,533.98		22,966.02		27.09
BEG. FUND BALANCE										
		625,843.95		625,843.95		60,875.60		60,875.60		
NET OF REVENUES/EXPENDITURES - 2024-25										
		657,343.95		695,253.53						
END FUND BALANCE										
TOTAL REVENUES - ALL FUNDS										
		8,987,438.00		1,221,485.68		1,221,485.68		7,765,952.32		13.59
TOTAL EXPENDITURES - ALL FUNDS										
		10,478,189.00		766,489.75		766,489.75		9,711,699.25		7.32
NET OF REVENUES & EXPENDITURES										
		(1,490,751.00)		454,995.93		454,995.93		(1,945,746.93)		30.52
BEG. FUND BALANCE - ALL FUNDS										
		18,647,526.86		18,647,526.86						
END FUND BALANCE - ALL FUNDS										
		17,156,775.86		17,636,642.15						



805 St. Clair River Drive
Algonac, MI 48001
810.794.9361 | FAX 810.794.4804
www.cityofalgonac.org

City Council
Mayor
Mayor Pro Tem
Councilman
Councilman
Councilwoman
Councilwoman
Councilman

Rocky Gillis
Dawn Davey
Michael Bembas
Ed Carter
Cathy Harris
Wendy Meldrum
Jacob Skarbek

9b5

TO: Denice Gerstenberg, City Manager
FROM: Joseph Doan, Fire Chief
DATE: 09/05/2025
SUBJECT: Activity Report- August

08/04/2025	Department Meeting 10 people @ 3 hours	30 Hours
08/11/2025	Water Rescue Scenarios- City Pool 11 people @ 3 hours	33 Hours
08/18/2025	EMS- Igel/EPI/Narcan 12 people @ 3 hours	36 Hours
08/25/2025	Communications/Re-program pagers and preps 10 people @ 3 hours	30 Hours
08/28/2025	ATV/UTV Train-the-Trainer Program Chief Doan	4 Hours

TOTAL HOURS: 133 Hours

Year-End-Totals:

Department Meeting:	248 Hours
Training(s)/Other:	1,010 Hours
Total man hours:	1,258 Hours

CALLS FOR SERVICE: 100

General Station Cleaning/Maintenance

General Apparatus/Equipment Cleaning/Maintenance

Rental Inspections

Business Inspections

Community Risk Reduction Program- Smoke/CO Detectors

Algonac Activity Center Meeting- met with General Contractors

Sunsation Boats Rally

Marine City Fireworks

Stand By For Temporary Bridge Removal- N. Ave

Community Health Fair- Community First

Radio Programming

Art Fair Meeting

Dangerous Buildings Meeting


Meet With City Engineers- Smoke Testing

TOUCH - A - TRUCK

MC FIRE INVESTIGATION

Joe Doan

From: Joe Doan
Sent: Friday, September 5, 2025 2:09 PM
To: Joe Doan
Subject: MCFD




Marine City Area Fire Authority


43m · 🌐

⋮


✕


Marine City Area Fire Authority would like to Thank City of Algonac Fire Department , Clay Township, MI Fire Rescue , Ira Township Fire Department , St Clair Fire Department along with Marine City Police Department , Tri-Hospital EMS and St St. Clair County Central Dispatch for their assistance on our garage fire this afternoon. Great team work as always. Thank you




 Austin Slankster + 22

4 shares

 Like

 Comment

 Share

Joseph Doan, Fire Chief
City of Algonac



St Clair Fire Department · [Follow](#)



3h · 

The St. Clair fire department would like to extend gratitude to our mutual aid departments for their assistance in responding to a commercial structure fire early Thursday morning. We appreciate the support from Marine City fire, Algonac Fire, Clay Township Fire, Ira Fire, Richmond Fire, Marysville fire department, St. Clair police, St. Clair County Sheriff's Department, St. Clair County Central Dispatch, and Tri-Hospital EMS. The teamwork demonstrated in extinguishing the fire was outstanding. Great work everybody.



Jenea Elizabeth + 55

3 comments 4 shares



Like



Comment



Share

Joe Doan

From: Joe Doan
Sent: Friday, September 5, 2025 2:48 PM
To: Joe Doan
Subject: ITFD



Ira Township Fire Department



in · 🌐

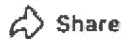
Early this morning around 3:00am, Ira Twp Fire Dept along with Southwater fire was dispatched for a structure fire. The first arriving engine arrived on scene to an accessory structure fully involved adjacent to a residence. A handline was stretched and the fire was contained in 10 minutes. Quick work by the first arriving engine crew kept the fire contained. There were no firefighter or civilian injuries.

Thank you to [City of Algonac Fire Department](#), [Marine City Area Fire Authority](#), [Clay Township, MI Fire Rescue](#), [Tri-Hospital EMS](#), [Clay Township Police Department](#) and Clay Township dispatch for the assistance



31

2 comments 2 shares



Joseph Doan, Fire Chief
City of Algonac

Certificate List

Certificate #	Property Address	Type	Holder	Status	Issue	Expires
CI1240013	317 HERITAGE WAY BLDG	I&I COMPLIANCE	SCANTLAND BARBARA J	Certified	08/14/2025	08/14/2035
CI1250022	1816 ST CLAIR BLVD	I&I COMPLIANCE	SHARROW JOANN	Certified	06/03/2025	06/03/2035
CI1250024	960 LEE ST	I&I COMPLIANCE	LEACH DEVIN	Certified	06/25/2025	06/25/2035
CI1250025	727 TOWNSEND DR	I&I COMPLIANCE	MASSEY BRIAN W/WENDYL	Certified	06/26/2025	06/26/2035
CI1250026	1926 ST CLAIR BLVD	I&I COMPLIANCE	NADER GARRETT	Certified	06/26/2025	06/26/2035
CI1250027	1221 FRUIT ST	I&I COMPLIANCE	TROMBLY MARK/NANCY RE	Certified	07/29/2025	07/29/2035
CI1250028	724 COLUMBIA ST	I&I COMPLIANCE	MERLO ELIZABETH/SCOTT J	Certified	07/14/2025	07/14/2035
CI1250029	129 CHERRY LN	I&I COMPLIANCE	MAHON ALEXANDER T	Certified	06/25/2025	06/25/2035
CI1250030	1951 ST CLAIR BLVD	I&I COMPLIANCE	1951 SAINT CLAIR BLVD LLC	Certified	08/05/2025	08/05/2035
CI1250031	2100 MICHIGAN ST	I&I COMPLIANCE	BARBOUR POLLY	Certified	08/11/2025	08/11/2035
CI1250033	610 RUSKIN AVE	I&I COMPLIANCE	MTO INVESTMENTS LLC	Certified	08/21/2025	08/21/2035
CI1250034	1401 ST CLAIR BLVD	I&I COMPLIANCE	DENARDO JOHN/DOLCIE TR	Certified	09/05/2025	09/05/2035
CI1250035	1021 MARKET ST	I&I COMPLIANCE	SMITH HIRAM J/ADA ET AL	Certified	09/05/2025	09/05/2035
CI1250036	1607 MICHIGAN ST	I&I COMPLIANCE	SIEGEL WILLIAM	Certified	09/05/2025	09/05/2035

Defects Returned

Total # of Certificates: 14

Population: All Records
Certificate Date Issued Between 6/1/2025 12:00:00 AM AND
9/5/2025 11:59:59 PM AND
Certificate CertType = I&I COMPLIANCE

Inspection List

09/05/25

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result	Inspector
Storage around the furnace shall be limited- a minimum space of 30 inches shall be maintained.						
447 RUSKIN AVE	01-159-0021-000	REINSPECTION	08/26/2025	08/26/2025	Complied	JOSEPH DOAN
134 ECKFIELD ST	01-111-0022-000	Rental	08/27/2025	08/27/2025	Violation(s)	JOSEPH DOAN
SMOKE DETECTORS						
INSPECTOR COMMENTS:						
Smoke detector required in sun room.						
HAND RAIL						
INSPECTOR COMMENTS:						
Hand rail for the stairs requires additional wall mount						
WEATEHR PROTECTION						
INSPECTOR COMMENTS:						
Exposed wood decking requires weather protection						

Inspections: 6

Population: All Records
Inspection.DateTimeCompleted Between 8/1/2025 12:00:00 AM AND 9/5/2025 11:59:59 PM
AND
Inspection.Inspector = JOSEPH DOAN

Month End Incident Details

Date	Incident Number	Alarm Time	Incident Type
8/1/25	25-631	11:00	Special type of incident, other
	25-632	12:13	Medical assist, assist EMS crew
	25-633	17:20	Medical assist, assist EMS crew
	25-634	17:54	Rescue, EMS incident, other
	25-635	19:46	Medical assist, assist EMS crew
	25-636	20:53	Alarm system sounded due to malfunction
	25-637	21:00	Assist police or other governmental agency
8/2/25	25-638	03:13	Building fire
	25-639	06:55	Medical assist, assist EMS crew
	25-640	12:28	No incident found on arrival at dispatch address
	25-641	12:36	Assist invalid
8/3/25	25-642	08:56	No incident found on arrival at dispatch address
8/4/25	25-643	03:37	Assist invalid
	25-644	18:30	Special type of incident, other
	25-645	19:34	Rescue, EMS incident, other
8/5/25	25-646	05:47	Medical assist, assist EMS crew
	25-647	05:59	Rescue, EMS incident, other
	25-648	19:00	Special type of incident, other
	25-649	18:51	Medical assist, assist EMS crew
	25-650	19:39	Service Call, other
8/6/25	25-651	23:59	Dispatched & canceled en route
8/7/25	25-652	20:51	Medical assist, assist EMS crew
8/8/25	25-653	08:30	Public service
	25-654	13:00	Special type of incident, other
	25-655	15:30	Rescue, EMS incident, other
	25-656	15:50	Medical assist, assist EMS crew
	25-657	20:17	Gas leak (natural gas or LPG)
	25-658	21:15	Assist police or other governmental agency
8/9/25	25-659	16:22	Dispatched & canceled en route
	25-660	20:05	Dispatched & canceled en route
	25-661	20:25	Smoke scare, odor of smoke
	25-662	21:24	Service Call, other
8/10/25	25-663	16:07	Medical assist, assist EMS crew
8/11/25	25-664	18:30	Special type of incident, other
8/12/25	25-665	11:00	Assist police or other governmental agency
	25-666	17:25	No incident found on arrival at dispatch address

Month End Incident Details

Date	Incident Number	Alarm Time	Incident Type
8/12/25	25-667	18:02	Dispatched & canceled en route
8/13/25	25-668	14:00	Public service
	25-669	20:23	Medical assist, assist EMS crew
8/14/25	25-670	08:00	Assist police or other governmental agency
	25-671	09:00	Assist police or other governmental agency
	25-672	10:00	Assist police or other governmental agency
	25-673	14:27	Power line down
8/15/25	25-674	05:51	Medical assist, assist EMS crew
	25-675	08:30	Assist police or other governmental agency
	25-676	08:55	Dispatched & canceled en route
	25-677	09:41	Rescue, EMS incident, other
	25-678	16:59	Assist invalid
8/16/25	25-679	14:29	Medical assist, assist EMS crew
	25-680	19:05	Rescue, EMS incident, other
	25-681	19:41	Service Call, other
8/17/25	25-682	22:14	Medical assist, assist EMS crew
	25-683	19:40	Rescue, EMS incident, other
8/18/25	25-684	02:51	Building fire
	25-685	18:30	Special type of incident, other
8/19/25	25-686	00:21	Rescue, EMS incident, other
	25-687	08:00	Authorized controlled burning
	25-688	10:15	Power line down
	25-689	14:19	Medical assist, assist EMS crew
8/20/25	25-690	17:00	Rescue, EMS incident, other
8/22/25	25-691	08:30	Assist police or other governmental agency
	25-692	10:00	Service Call, other
	25-693	17:42	Medical assist, assist EMS crew
	25-694	20:35	Medical assist, assist EMS crew
	25-695	20:50	Rescue, EMS incident, other
8/23/25	25-696	20:30	Good intent call, other
	25-697	18:46	Assist invalid
8/24/25	25-698	23:18	Medical assist, assist EMS crew
8/25/25	25-699	12:42	Building fire
	25-700	18:30	Special type of incident, other
	25-701	20:50	Medical assist, assist EMS crew
8/26/25	25-702	07:43	Medical assist, assist EMS crew

Month End Incident Details

Date	Incident Number	Alarm Time	Incident Type
8/26/25	25-703	08:30	Assist police or other governmental agency
	25-704	10:39	Smoke scare, odor of smoke
	25-705	15:30	Public service
8/27/25	25-706	09:30	Assist police or other governmental agency
	25-707	10:00	Public service
	25-708	11:00	Public service
	25-709	11:30	Public service
	25-710	13:59	Medical assist, assist EMS crew
	25-711	15:15	Service Call, other
8/28/25	25-712	01:38	Building fire
	25-713	04:38	Smoke scare, odor of smoke
	25-714	14:07	Rescue, EMS incident, other
	25-715	14:30	Public service
	25-716	14:45	Public service
	25-717	15:00	Public service
	25-718	15:15	Public service
	25-719	23:52	Medical assist, assist EMS crew
8/29/25	25-720	10:43	Medical assist, assist EMS crew
	25-721	19:31	Assist invalid
	25-722	20:51	Medical assist, assist EMS crew
	25-723	21:49	No incident found on arrival at dispatch address
8/30/25	25-724	04:19	Medical assist, assist EMS crew
	25-725	19:10	Dispatched & canceled en route
	25-726	19:50	Medical assist, assist EMS crew
8/31/25	25-727	17:26	Unintentional transmission of alarm, other
	25-728	21:06	Authorized controlled burning
	25-729	22:45	Medical assist, assist EMS crew
	25-730	22:53	Medical assist, assist EMS crew



City of Algonac
 805 St. Clair River Drive
 Algonac, Michigan 48001
 (810)794-9361
www.cityofalgonac.org

Joshua Stewart
 Water Plant Supervisor
 F-2 / S-2 EGLE Licensing
Waterplant@cityofalgonac.org
 (810)794-3281

City of Algonac Monthly Report - Water Department/Filtration Plant August-2025

<u>30,870,000</u>	Gallons of Water Filtered
<u>30,064,000</u>	Gallons of Water Pumped
<u>2,623,000</u>	Gallons of Backwash

Information about the St. Clair River

The average turbidity or clarity of the lake this past month was 3.2 NTU

The River had the highest turbidity on 8/18/2025

The highest turbidity (Clarity) for the St. Clair River this month was 10 NTU

To supply Water to the residents of Algonac and Clay Township, the Algonac Water Filtration plant withdrew water from the St. Clair River totaling 33,493,000 Gallons

In addition to Plant operations the Algonac Water Department performed:

<u>9</u>	Final Reads
<u>24</u>	Meter Changes
<u>15</u>	Other (Leak checks, Turn On/Offs)

Did you know?

August brings the hottest days of the year, and that heat doesn't just stay in the air—it warms up the river too. As river temperatures rise, so does the temperature of the treated water. That extra warmth can kickstart algae growth in the river, since algae love warm, nutrient-rich environments.

But it's not all bad news—warmer water actually helps us out during the disinfection process. Chlorine, which we use to disinfect water, works more effectively and reacts faster at temperatures above 65°F. However, there's a catch: heat and sunlight can also break chlorine down more quickly, reducing its effectiveness.

To protect this essential chemical, we store chlorine in large fiberglass resin tanks that block damaging UV rays. These tanks are kept in the facility's basement, where it stays cooler and out of direct sunlight—keeping the chlorine stable and ready to do its job.



****The City of Algonac is proud member of the Anchor Bay Watershed Program. Help us protect Lake St. Clair by being informed and respectful to our water source. Avoid disposing of hazardous chemicals that could impact our water quality and be mindful of what you release into the City Storm Drains.**

Please contact us at (810)794-3281 with any questions or concerns.

9c1

BOARDS AND COMMISSIONS ROSTER

CITY COUNCIL - 4 YEAR TERMS			7 members	Meetings 1st and 3rd Tuesday each month at 6:00 pm		
NAME	Role	ADDRESS	Term Ends	PHONE #	E MAIL	
Michael Bembas	Council member	1713 St. Clair River Drive	11/13/2028	810.278.2243	mbembas@cityofalgonac.org	
Ed Carter	Council member	806 Townsend Crs. W	11/9/2026	810.643.3705	ecarter@cityofalgonac.org	
Dawn Davey	Mayor Pro Tem	710 Smith	11/9/2026	810.278.6749	ddavey@cityofalgonac.org	
Rocky Gillis	Mayor	381 Center Street	11/9/2026	810.531.2416	rgillis@cityofalgonac.org	
Cathy Harris	Council member	985 Columbia	11/13/2028	810.794.7554	charris@cityofalgonac.org	
Wendy Meldrum	Council member	1527 Washington	11/13/2028	810.734.1784	wmeldrum@cityofalgonac.org	
Jacob Skarbek	Council member	587 Market	11/13/2028	586.718.3414	jskarbek@cityofalgonac.org	
Council members are elected; appointed by council to fill vacancy						
PLANNING COMMISSION - 3 YEAR TERMS			9 members	Meet 4x year at 6 pm/Aug Mtg elect Chair & VChair 1 yr term		
NAME	Role	ADDRESS	Term Ends	PHONE #	E MAIL	
Michelle Chase	Commissioner	825 Summer Apt A	7/17/2027	810.643.3887	simplymrs2@gmail.com	
Joanne Dare	Commissioner	160 St. Clair River Dr	7/17/2026	586.322.5484	joanddave41@comcast.net	
Amanda Hass	Commissioner	1518 State Street	7/17/2026	810.278.2311	gougeon13@gmail.com	
Adam Ragsdale	Commissioner	107 St. Clair River Drive	7/17/2028	810.869.0603	adam.ragsdale@gmail.com	
Jamie Sternberg	Commissioner	1505 Market	7/17/2028	810.824.0482	jamiesternberg@gmail.com	
Brian Tideswell	Commissioner	829 W. Townsend Crescent	7/17/2026	810.300.4170	btideswell@att.net	
Darryl Sopata	Commissioner	438 Willard	7/17/2027	858.220.2902	darrylsopata@yahoo.com	
Terry Stoneburner	Vice-Chair	589 Market	7/17/2025	810.824.0123	terry.stoneburner@gmail.com	
Mark Thompson	Chair	911 Washington	7/17/2026	810.650.1544	lumberquymarkt@yahoo.com	
Members are appointed by the mayor according to state law. See appointment process procedure.						
ZONING BOARD OF APPEALS - 3 YEAR TERMS			7 members, 2 alts	Meet as needed/3rd Thursday of month at 7pm		
NAME		ADDRESS	Term Ends	PHONE #	E MAIL	
Chuck Bayly	Commissioner	518 Mill	2/1/2026	810.278.0391	charlesbayly54@gmail.com	
John Bolf	Commissioner	500 Willard	2/1/2026	810.794.5661	alarme007@msn.com	
Rick Erdmann	Commissioner	1141 Mill	2/1/2027	810.794.7212	rickyderdmann@gmail.com	
Chari Lawton	Commissioner	131 Delta	2/1/2026	843.696.2427	charilawton@gmail.com	
Adam Ragsdale	Commissioner	107 St. Clair River Drive	2/1/2028	810.869.0603	adam.ragsdale@gmail.com	
Michael Bembas	Council Liaison	1713 St. Clair River Drive	2/1/2026	810.278.2243	michaelbembas@hotmail.com	
Brian Tideswell, PC Rep.	PC Rep and Chair	829 W. Townsend Crescent	7/17/2026	810.300.4170	btideswell@att.net	
ALTERNATE (NEEDED)						

ZBA members are appointed by council. Brian Tideswell is the Planning Commission representative; his term is same as PC

BOARDS AND COMMISSIONS ROSTER

BOARD OF REVIEW - 2 YEAR TERMS			3 Members		Must live in city and be registered voter		
NAME	ADDRESS	Position	Term Ends	PHONE #	E_MAIL		
Chuck Bayly	518 Mill Street	Freeholding' citizen	1/6/2026	810.278.0391	charlesbayly54@gmail.com		
Jamie Sternberg	1505 Market Street	Freeholding' citizen	1/6/2027	810.824.0482	jamiesternberg@gmail.com		
Bernard Ferris	669 Townsend Ct.	Freeholding' citizen	1/6/2026	586.484.4338	bernieferris1957@gmail.com		
Kimberley Catenacci - Alt.	728 Townsend	Freeholding' citizen	1/6/2027	810.580.9063	kmacat3@yahoo.com		
LIBRARY BOARD - 3 YEAR TERMS							
NAME	ADDRESS	Position	Term Ends	PHONE #	E_MAIL		
Debra Scruggs	735 Townsend Dr	City resident & voter	10/1/2027	810.734.0515	debbliescruggs55@yahoo.com		
Annette Seestedt	122 Kenyon	City resident & voter	10/1/2025	989.430.3300	zprowler57@yahoo.com		
Polly Barbour	2100 Michigan	City resident & voter	10/1/2026	586.873.9673	polly.barbour@realyexecutives.com		
HOUSING COMMISSION - 5 YEAR TERMS							
NAME	ADDRESS	Position	Term Ends	PHONE #	E_MAIL		
Cindy Smith	927 Golfview	City resident & voter	6/30/2025	810.580.2707	dctrsmith@sbcglobal.net		
Kimberley Catenacci	728 Townsend	City resident & voter	6/30/2029	810.580.9063	kmacat3@yahoo.com		
Christina Halkias-Robb	1000 Fruit St	City resident & voter	6/30/2026	810.278.6381	cmhrobb@att.net		
Deborah Jo Green	1205 SCRD #314	Resident of facility	6/30/2028	810.357.4568	deborahgreen1204@yahoo.com		
Suzette Minder	1205 SCRD #307	Resident of facility	6/30/2027	734.634.6743	suezettestone@gmail.com		
Ann Landschoot	secretary for Jim Dewey Exec Dir				alandschoot@phousing.org		
*All Housing term expiration dates changed to June 30th per PHHC 5.26.2021							
DDA - 4 YEAR TERMS -- DDA was put on hiatus after 7.15.16/Meets 2x per year as required							
NAME	ADDRESS	Position	Term Ends	PHONE #	E_MAIL		
All terms expired 11.2020							
ELECTION COMMISSION - INDEFINITE TERMS							
NAME	ADDRESS	Position	Term Ends	PHONE #	E_MAIL		
Jim Downey	721 SCRD	City Atty		810.794.4961	kcidlaw@yahoo.com		
Lisa Borgacz	805 SCRD	City Clerk		810.794.9361	cityclerk@cityofalgonac.org		
Jamie Sternberg	1505 Market Street	Citizen		810.824.0482	jamiesternberg@gmail.com		
DANGEROUS BUILDINGS CO 3 YEAR TERMS. Meet as needed/4th Wed of month at 9am							
NAME	ADDRESS	Position	Term Ends	PHONE #	E_MAIL		
Mark Thompson	911 Washington	General Public	7/1/2026	810.794.7207	lumberguymark@yahoo.com		
Joe Doan	805 SCRD	General Public (licens	7/1/2027	810.794.9361	afd@cityofalgonac.org		
Bill Hass	1518 State St.	Architect	7/1/2026	517.231.0961	bill@thompsonphelan.com		
Darryl Sopata	438 Willard	Engineer/architect	7/1/2027	858.220.2902	darrylsopata@yahoo.com		
Charles Bayly	518 Mill	Building Official/Plan	7/1/2027	810.278.0391	charlesbayly54@gmail.com		

MINUTES OF THE REGULAR COMMISSIONER MEETING
OF THE ALGONAC HOUSING COMMISSION

Monday June 16, 2025

At 6:00 PM

Moehring Room

1205 St. Clair River Drive

Algonac MI 48001

Call to Order:

The Regular Meeting of the Algonac Housing Commission was held in person located at AHC Moehring Room, 1205 St. Clair River Drive Algonac MI 48001. Meeting information was posted in the public areas of the AHC complex and forwarded to Algonac City Hall for public posting. President Smith called the meeting to order at 6:00 PM.

1. Roll Call:

Present: President Cynthia Smith, Vice President Bernard Ferris, Commissioner Deborah Green, Kimberly Catenacci and Christine Robb

Also: Executive Director James A. Dewey and Program Assistant Specialist Anne Landschoot

Absent: None

2. Pledge of Allegiance:
Complete

3. Public Comment for items listed on the agenda
None

4. Approval of Agenda to include any Changes/Additions:
Changes: None
Additions: None

Commissioner Catenacci motioned to approve the agenda as presented with a second from Commissioner Green.

Ayes: Smith, Ferris, Catenacci, Green, Robb

Nays: None

Absent: None

Motion Carried.

6. Approval of the Minutes:

- Regular Commissioner Meeting Minutes from May 20, 2025
Review and discussion held.

Vice President Ferris motioned to approve the Minutes of the Regular May 20, 2025, Commissioner Board Meeting as presented. Commissioner Green supported this motion.

Ayes: Smith, Ferris, Catenacci, Green, Robb

Nays: None

Absent: None

Motion Carried.

6. Communications:

- It was officially announced that Vice President Ferris will be resigning from the Board of Commissioners, and this will be his last meeting. Vice President Ferris

**MINUTES OF THE REGULAR COMMISSIONER MEETING
OF THE ALGONAC HOUSING COMMISSION**

Monday June 16, 2025

At 6:00 PM

Moehring Room

1205 St. Clair River Drive

Algonac MI 48001

was thanked for his services and volunteerism throughout the years that he served on the Board.

7. Financial Reports:

A. Balance Sheet and Budget versus Actual Expense -ending FYE June 2025

Review and discussion held.

B. Public Housing General Fund Cash Disbursement and Wire Transfer

- **Cash Disbursements –May 2025**

Discussion was held regarding the payment of \$9,577.27 to Detroit Edison for electric services from 03/12 thru 05/11/2025 inquiring if this was for two months of services and if so, why was it not paid on a timely basis. Executive Director James A. Dewey suspects that DTE was of service for two months but would confirm and report back in August 2025.

- **Wire Transfers – April 2025**

President Smith inquired why Paychex Payroll was providing a service credit for 05/09 and 05/23/2025 which was explained by Executive Director Dewey that Paychex Payroll was overcharging AHC over the last year therefore they are crediting the service fees until the overcharge amount is depleted.

With review and discussion complete, Commissioner Green motioned with support from Vice President Ferris to approve the Balance Sheet and Budget versus Actual Expense and Public Housing Cash Disbursements and Wire Transfers as discussed.

Ayes: Smith, Ferris, Catenacci, Green, Robb

Nays: None

Absent: None

Motion Carried.

C. CFP (Capital Fund Project) Obligation/Expenditure Status (E-LOCCS)

It was announced that the 2025 CFP Obligated funding has not been released as of date of this report being generated.

D. Fiscal Year End Tenant Account Write Off

Discussion was held on FYE writing off the debt owing by former residents in the amount of \$1,314.91. Although this amount may be removed from the accounting records this debt remains and former resident(s) will not be able to seek federal housing unless the balances are paid in full.

E. Disposals:

Discussion was held regarding the office equipment disposal of \$59,259.00 which was explained by Executive Director James A. Dewey having had this item listed since 09/30/1996 as "office furniture". There is no office furniture available for this amount, therefore AHC is seeking approve to remove from the accounting records. Discussion was held regarding the Amana Electric Dryer that still has some value, however it is damaged beyond repair and needs to be removed from the account record as well.

**MINUTES OF THE REGULAR COMMISSIONER MEETING
OF THE ALGONAC HOUSING COMMISSION**

Monday June 16, 2025

At 6:00 PM

Moehring Room

1205 St. Clair River Drive

Algonac MI 48001

Understanding the disposal of assets, Vice President Ferris motioned with support from Commissioner Catenacci, moved to approve the AHC Assets for FYE June 30, 2025 disposal.

Ayes: Smith, Ferris, Catenacci, Green, Robb

Nays: None

Absent: None

Motion Carried.

8. Report of the Director:

A. Monthly Vacancy Listing

One vacancy remains which will be occupied by month end.

B. Report of the Executive Director,

Executive Director reviewed in detail the written report of the Director highlighting the following:

- Exterior parking lights needing to be repaired, which Stephenson Electric is scheduled to complete,
- Water lines have been repaired and moved in accordance with the State of Michigan request,
- The President Budget for HUD is being considered with a 43% decrease from previous years. Appropriation Committees are taking place with little support for such a large decrease which appears unreasonable. It is being considered to take HUD Federal funding directing it to the State in which the PHA is located in and changing this funding to a block grant, to be administered through the state budget. Having this being considered, would be a disservice to PHAs and the residents that we serve.

C. Quarterly Report:

1. Five (5) Year Goal Achievement Quarter (March, June, September, and December) 2025.

Review and discussed.

9. Unfinished Business:

None

10. New Business:

A. Resolution:

1. Resolution No 2025-08 Public Housing Utility Allowance

Discussion was held regarding the review of the annual utility allowance showing an increase which will result in a \$4.00 rental decrease for most residents. This would take effect at resident annual recertification.

With explanation complete Commissioner Green motioned with support from Vice President Ferris to approve Resolution No. 2025-08, Public Utility Allowance as presented.

Ayes: Smith, Ferris, Catenacci, Green, Robb

Nays: None

MINUTES OF THE REGULAR COMMISSIONER MEETING
OF THE ALGONAC HOUSING COMMISSION

Monday June 16, 2025
At 6:00 PM
Moehring Room
1205 St. Clair River Drive
Algonac MI 48001

Absent: None
Motion Carried.

2. Resolution No. 2025-09 Employee Handbook
Executive Director James A. Dewey explained that the State of Michigan adjusted the Earned Sick Time Act of 2025 (ESTA) therefore AHC needed an amendment to the Employee Handbook. With approval of this resolution, AHC will be compliant with this state law that goes into effect October 1, 2025.

With explanation complete, Commissioner Catenacci motioned with support from Vice President Ferris to approve Resolution No. 2025-09, Employee Handbook as presented.

Ayes: Smith, Ferris, Catenacci, Green, Robb
Nays: None
Absent: None
Motion Carried.

3. Resolution 2025-10 Consortium Amendment to include Lincoln Loft
Executive Director James A. Dewey explained the need for this amendment to support Lincoln Loft and to allow PHHC to represent AHC as the developer of this project. With this action, it is being proposed that PHHC will be paid 40% of the developer fee and AHC will receive 60% of the developer fee. Once these fees are complete, AHC will be a 25% owner of Lincoln Loft and will receive additional funding should the project be sold.

With questions and concerns addressed Commissioner Green motioned with support from Commissioner Catenacci to approve Resolution No. 2025-10 Consortium Amendment to include Lincoln Loft as presented.

Ayes: Smith, Ferris, Catenacci, Green, Robb
Nays: None
Absent: None
Motion Carried.

B. Approval of Contracts:
None

C. Travel and Training:
None

D. Miscellaneous :
None

10. Public/Tenant Comment for items NOT listed on the agenda:

Ms. Suzanne Foguth #113 Inquired regarding the elevator system update and inquiring if Otis was the contractor of choice.

MINUTES OF THE REGULAR COMMISSIONER MEETING
OF THE ALGONAC HOUSING COMMISSION

Monday June 16, 2025
At 6:00 PM
Moehring Room
1205 St. Clair River Drive
Algonac MI 48001

Ms. Sandra Otto #312 wished to confirm that the elevator system update will begin in late July and that proper notification would be provided to the residents. Mr. Dewey explained that the dates are approximant and that residents will be informed to the very best ability as information comes available.

11. Items for next agenda (August 18, 2025):
None

12. Board Member/Director Comments:

President Cynthia Smith Thanked Vice President Ferris for his time served on the Board of Commissioner wishing him the very best of luck in the future. Furthermore, she wished all members of the public a Happy Summer and announced the next meeting date of August 18, 2025.

13. Adjournment:

With the business of the agenda having been complete, Vice President Ferris motioned to adjourn the meeting at 6:28 PM which was supported by Commissioner Catenacci. The Next Regular Meeting is scheduled to be held on Monday, August 18, 2025, scheduled for 6:00 PM. Motion Carried.

RESPECTFULLY SUBMITTED,

X 
Cynthia Smith/Bernard Ferris
President/Vice President

X 
Executive Director/Secretary/Deputy Director
James A. Dewey / Gregory T. Stremers



Business of the Algonac City Council

Consent Agenda Statement

Item Title: **To approve tree removal at Algonac Community Pool: \$4,000.**

Submitted by: Joe Vernier, DPW Foreman

Summary

The DPW contacted Timbers Tree Service to remove a large oak tree that was very hollow. For safety reasons, Timbers removed the tree and ground the stump.

Attached is an invoice from Timbers Tree Service in the amount of \$4,000.00.

Suggested Action:

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve tree removal at Algonac Community Pool by Timbers Tree Service, Inc., whose address is 3037 King Road, China, MI 48054 in the amount of \$4,000.00.

APPROVED/Denied

Memo

To: Denice Gerstenberg, City Manager

From: Joe Vernier DPW Foreman

Date: 9-9-2025

Re: Tree Removal

Denice,

I have attached an invoice from Timbers Tree Service for a tree that was removed from the Algonac Community Pool. The DPW contacted Timbers to have the very large oak tree that was by the corner of the building removed. The oak tree was showing signs of a lot of rotten and hollow branches as well as part of the tree trunk. If this tree would of fell it would have taken out the building and parts of the fence around the pool or if it would oof fell the other direction it would of fell on a couple of houses. I would ask that council approve the invoice for the work that was done by Timbers in removing this very large hazar

Respectfully,

Joe Vernier, Algonac DPW Foreman

INVOICE

Timbers Tree Service, Inc.
3037 King Road
China, MI 48054

tree@timberstreeservice.com
+1 (810) 329-3750
www.timberstreeservice.com



City of Algonac

Bill to

805 St. Clair River Drive
Algonac
MI
48001

Invoice details

Invoice no.: 8709
Terms: Due on receipt
Invoice date: 09/05/2025
Due date: 09/05/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Tree Removal	Work to be performed at city pool bathhouse Southwest corner of building Not tagged Tree is very hollow Very bushy tree Remove large oak tree Crane, lift or bucket to strap We need to make sure there are no construction equipment or supplies in the way day of removal. Recommend bare minimum closing off the parking lot the day the work is going to be performed This is order to keep the public out of harms way Large trunk Chip all branches Remove all wood, 6-7 trailer loads Cut flush T-4-5 Municipal discount applies	1	\$3,375.00	\$3,375.00
2.		Stump Removal	Grind out very large stump base and mound Level to the ground Remove all debris	1	\$625.00	\$625.00

Big stump grinder
Dingo with bucket for debris removal
Trailer for debris

Total **\$4,000.00**

Note to customer

If you would like to pay via credit card, please respond via email and an updated invoice with a 3% service fee along with a payment link will be sent.



Business of the Algonac City Council

Consent Agenda Statement

Item Title: To approve tree removal at 488 Dixie Blvd.: \$1,500.

Submitted by: Joe Vernier, DPW Foreman

Summary

The DPW contacted Timbers Tree Service to remove a dying maple tree that was in the right-of-way. Timbers removed the tree and ground the stump.

Attached is an invoice from Timbers Tree Service in the amount of \$1,500.00.

Suggested Action:

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve tree removal at 488 Dixie Blvd. by Timbers Tree Service, Inc., whose address is 3037 King Road, China, MI 48054 in the amount of \$1,500.00.

APPROVED/Denied

Memo

To: Denice Gerstenberg, City Manager

From: Joe Vernier DPW Foreman

Date: 9-9-2025

Re: Tree Removal

Denice,

I have attached an invoice from Timbers Tree Service for a tree that was taken down at 488 Dixie Blvd. The DPW received a call from the resident at the above address concerned about the condition of the tree. I contacted Timbers and they came out to inspect the tree. Timbers advised me the tree was dying and that the tree had some hollow spots in it and recommend that the tree should be remove to prevent it from potentially falling onto the homeowner's vehicles or from falling into the street. I would ask that council approve the invoice for the tree work that Timbers has done.

Respectfully,

Joe Vernier, Algonac DPW Foreman

INVOICE

Timbers Tree Service, Inc.
3037 King Road
China, MI 48054

tree@timberstreeservice.com
+1 (810) 329-3750
www.timberstreeservice.com



City of Algonac

Bill to

805 St. Clair River Drive

Algonac

MI

48001

Invoice details

Invoice no.: 8711

Terms: Due on receipt

Invoice date: 09/05/2025

Due date: 09/05/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Tree Removal & Stump	Remove dying maple tree and grind out stump at 488 Dixie Blvd. Chip all brush. Haul all wood. Clean up stump grindings. Level flat.	1	\$1,500.00	\$1,500.00

Total **\$1,500.00**

Note to customer

If you would like to pay via credit card, please respond via email and an updated invoice with a 3% service fee along with a payment link will be sent.



Business of the Algonac City Council

Consent Agenda Statement

Item Title: To approve annual renewal of ESO Reporting Program: \$3,087.

Submitted by: Chief Joe Doan, Fire Department

Summary

The Fire Department participates in the national fire incident reporting system (NFIRS).

The National Fire Incident Reporting System (NFIRS) is a reporting standard that fire departments use to uniformly report on the full range of their activities, from fire to emergency medical services to severe weather and natural disasters. The NFIRS represents the world's largest, national, annual database of fire incident information.

The annual subscription for was budgeted for FY 2025-26.

This subscription will renew for the period October 5, 2025 through October 4, 2026.

Suggested Action:

MOVED BY:

SUPPORTED BY:

RESOLVED, to renew the annual subscription for the National Fire Incident Reporting System for the Fire Department from ESO Solutions, Inc., whose address is P.O. Box 738310, Dallas, TX 75373, in the amount of \$3,087.00.

APPROVED/Denied



805 St. Clair River Drive
Algonac, MI 48001
810.794.9361 | FAX 810.794.4804
www.cityofalgonac.org

City Council
Mayor
Mayor Pro Tem
Councilman
Councilman
Councilwoman
Councilwoman
Councilman

Rocky Gillis
Dawn Davey
Michael Bembas
Ed Carter
Cathy Harris
Wendy Meldrum
Jacob Skarbek

TO: Denice Gerstenberg, City Manager
FROM: Joseph Doan, Fire Chief
DATE: 09/09/2025
SUBJECT: ESO Reporting Program Renewal

For the past several years the Fire Department has been using ESO for incident data reporting for both fire and EMS. Our program renewal is due on October 5th, 2025. We are seeking approval to renew and continue using ESO for our reporting software for an additional year at a cost of \$3,087.

As there are noted changes coming in the next year with regards to the reporting requirements we plan to seek RFP's with the next renewal cycle.

Thank you for your consideration.



Invoice

Please send payments to:
ESO Solutions, Inc.
PO Box 738310
Dallas, TX 75373-8310

Date 09/08/2025
Invoice# ESO-177828
Terms Net 30
Due Date 10/08/2025
PO#

Bill To

City of Algonac Fire Department
805 St. Clair River Drive
Algonac MI 48001
United States
afd@cityofalgonac.org

Ship To

City of Algonac Fire Department
805 St. Clair River Drive
Algonac
MI 48001
US

Item	From	To	Qty	UOM	List Amount	Discount	Total
ESO Fire Incidents	10/05/2025	10/04/2026	1	Stations	USD \$995.00	USD \$99.50	USD \$895.50
Includes Auto EHR-import or Auto-CAD import, federal NFIRS data reporting, software updates and upgrades.							
ESO EHR (BLS Version)	10/05/2025	10/04/2026	800	Incidents	USD \$1,990.00	USD \$199.00	USD \$1,791.00
BLS ePCR software.							
Personnel Management	10/05/2025	10/04/2026	8	Employees	USD \$445.00	USD \$44.50	USD \$400.50
Includes tracking of Training classes, certifications, credentials, immunization records. Integrated with ESO EHR and Ad Hoc Reporting.							

Invoice Message:

Total (Without Tax): USD \$3,087.00
Tax: USD \$0.00

ACH/EFT bank information:

JP Morgan Chase
Routing: 111000614
Account Number: 577211926

Grand Total: USD \$3,087.00
Amount/Paid/Credit: USD \$0.00
Total Recurring: USD \$3,087.00
Total One-Time:
Invoice Balance: USD \$3,087.00

Check Remittance lockbox address:

ESO Solutions, Inc.
PO Box 738310
Dallas, TX 75373-8310

Please submit payment remittances to accountsreceivable@eso.com to ensure correct invoice application.

Amounts invoiced are per your agreement(s) which may include annual uplift and an increase in quantities based on usage overages. Your payment of this invoice serves as acceptance of such increases.

Questions? Contact: AccountsReceivable@eso.com 866-766-9471 option 8

Tax ID: 36-4566209

ESO will never e-mail you soliciting payment information. Please call us or e-mail AccountsReceivable@eso.com if you have any questions or wish to make a change.

This invoice presents the total net price of the product(s) and/or service(s) which is inclusive (net) of any discount. As the buyer of such product(s)/service(s), you may have additional reporting obligations to federal or state health care programs (including pursuant to 42 CFR 1001.952(h)) and/or upon inquiry by the HHS Secretary or other state or federal agencies. As the buyer, you must adhere to any other relevant federal or third-party payer requirements.

Pay Online

[For a 3% fee, Pay via Card](#)

Direct Card Payment Link: https://app.suitesync.io/payments/acct_1FelgtGvY2g6ha8S/custinv/8862999/?amount=317961

[Pay via Online Bank Transfer](#)

Direct Bank Transfer Link: https://app.suitesync.io/payments/acct_1FelgtGvY2g6ha8S/custinv/8862999/?card=false



Item No: 11a
Meeting: 9.16.2025

Business of the Algonac City Council

Agenda Statement

Item Title: **To approve North, Elm & Chestnut Pavement Rehabilitation Pay Application No. 1: \$198,547.89.**

Submitted by: Denice A. Gerstenberg, City Manager

Summary

On May 6, 2025, City Council approved awarding the bid for the North Avenue, Elm St. and Chestnut Road Rehabilitation project to the low bidder, Peake Asphalt, Inc., in the bid amount of \$249,000 + construction engineering budget of not-to-exceed \$35,011.20 for a total construction cost of not-to-exceed \$308,911.20.

The remaining work to be done includes chip sealing of the existing North Avenue culvert bridge.

Suggested Action

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve Pay Application No. 1 for North, Elm & Chestnut Pavement Rehabilitation Project to Peake Asphalt, Inc., whose address is 48181 Ryan Road, Shelby Twp., MI 48317 in the amount of \$198,574.89.

APPROVED/Denied



555 Hulet Drive
Bloomfield Hills, MI 48302-0360
248-454-6300
www.hrcengr.com



August 27, 2025

City of Algonac
805 St Clair River Dr
Algonac, MI 48001

Attn: Denice Gerstenberg, City Manager

Re: Pay Application No. 1
North, Elm, & Chestnut Pavement Rehabilitation

HRC Job No. 20220978

Dear Mrs. Gerstenberg:

Enclosed herewith, please find one (1) copy of Pay Application No. 1 for the referenced project for the period of June 6, 2025 to July 31, 2025. Through July 31, 2025 the contractor has repaved North Ave, Elm St, and Chestnut. The contractor has also addressed several punch list items.

We recommend issuing payment in the amount of **\$198,574.89** to Peake Asphalt Inc., 48181 Ryan Rd, Utica, MI 48317. Below is the breakdown of the work completed;

Subtotal	\$ 209,026.20
Retainage Held	\$ 10,451.31
Total Payment This Pay Application	\$ 198,574.89

The remaining work to be done includes chip sealing of the existing North Ave culvert crossing/bridge.

We hereby certify, to the best of our knowledge, that the work represented by this Pay Estimate has been completed as claimed and recommend that payment be made in the amount indicated above.

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.

Joshua Leon, PE
Project Engineer

Attachment

Peake; K. Peake, C. Peake
HRC; R. Alix, E. Zmich

**CITY OF ALGONAC
NORTH, ELM, AND CHESTNUT PAVEMENT REHABILITATION
HRC JOB No. 20220978**

PAY APPLICATION No. #

ENGINEER:		OWNER:	CONTRACTOR:
Hubbell, Roth & Clark, Inc. 535 Griswold St Detroit, MI 48226		City of Algonac 805 St Clair River Dr Algonac, MI 48001	Peake Asphalt 48181 Ryan Rd Utica, MI 48317
Original Contract Price			\$249,000.00
Total Change Orders this pay estimate:			\$0.00
Total of previous Change Orders to date:			<u>\$0.00</u>
Current Contract Price adjusted by the previous Change Orders			\$249,000.00
Pay Estimate for work done from June 6, 2025 through July 31, 2025			\$209,026.20
Less Field Observation "Crew Days"	Days		\$0.00
Subtotal due to Contractor for June 6, 2025 through July 31, 2025			<u>\$209,026.20</u>
Retainage to be held by owner for June 6, 2025 through July 31, 2025 Pay Estimate			<u>(\$10,451.31)</u>
SUBTOTAL FOR WORK FROM June 6, 2025 through July 31, 2025			\$198,574.89
Total of Previous Retainage			\$0.00
Retainage of Current Pay Estimate			(\$10,451.31)
Total of Retainage Released			<u>\$0.00</u>
Remaining Retainage			(\$10,451.31)
NET PAY TO CONTRACTOR			\$198,574.89
Total of Previous Payments to Contractor:			<u>\$0.00</u>
TOTAL PAYMENT TO CONTRACTOR INCLUDING THIS PAY ESTIMATE			\$198,574.89

CONSTRUCTION PAY ESTIMATE REPORT
Pay Application No. 1

PROPOSAL ITEM NO.	DESCRIPTION	CONTRACT QUANTITY	BID UNIT PRICE	QUANTITY THIS ESTIMATE	PAYMENT THIS ESTIMATE	PREVIOUS QUANTITY TO DATE	NEW QUANTITY TO DATE	TOTAL PAYMENT TO DATE
----------------------	-------------	----------------------	-------------------	---------------------------	-----------------------------	---------------------------------	-------------------------	--------------------------

DIVISION I - NORTH AVE (M-29 TO BRIDGE)

1.	Mobilization (Max. 5%)	1 LS	\$ 3,000.00	1.0 LS	\$3,000.00	0.0 LS	1.0 LS	\$3,000.00
2.	Erosion Control, Inlet Protection, Fabric Drop	4 EA	\$ 120.00	5.0 EA	\$600.00	0.0 EA	5.0 EA	\$600.00
3.	Driveway, Rem (as-directed)	20 SYD	\$ 30.00	39.0 SYD	\$1,170.00	0.0 SYD	39.0 SYD	\$1,170.00
4.	Structure, Adjust	4 EA	\$ 500.00	1.0 EA	\$500.00	0.0 EA	1.0 EA	\$500.00
5.	Structure, Reconstruct (if needed)	1 EA	\$ 600.00	0.0 EA	\$0.00	0.0 EA	0.0 EA	\$0.00
6.	Cold Milling HMA Surface, 4 inch	420 SYD	\$ 15.00	420.0 SYD	\$6,300.00	0.0 SYD	420.0 SYD	\$6,300.00
7.	Subgrade Undercutting, 21AA, Special (as-directed)	20 CYD	\$ 100.00	0.0 CYD	\$0.00	0.0 CYD	0.0 CYD	\$0.00
8.	HMA, 5EML MOD, 2" Leveling	60 TON	\$ 190.00	86.0 TON	\$16,336.20	0.0 TON	86.0 TON	\$16,336.20
9.	HMA, 5EML MOD, 2" Wearing	60 TON	\$ 200.00	56.1 TON	\$11,218.00	0.0 TON	56.1 TON	\$11,218.00
10.	Driveway, Nonreinf Conc, 6 inch (as-directed)	20 SYD	\$ 200.00	0.0 SYD	\$0.00	0.0 SYD	0.0 SYD	\$0.00
11.	Water Main Break Repair, 8-inch & Less, (if needed)	2 EA	\$ 8,000.00	0.0 EA	\$0.00	0.0 EA	0.0 EA	\$0.00
12.	Color Audio-Video Route Survey	1 LS	\$ 1,200.00	1.0 LS	\$1,200.00	0.0 LS	1.0 LS	\$1,200.00
13.	Maintaining Traffic (incl. Flag Control)	1 LS	\$ 2,500.00	1.0 LS	\$2,500.00	0.0 LS	1.0 LS	\$2,500.00
14.	Restoration (incl. 3" Topsoil, Seed-Impregnated Mulch Blanket, 14-Day Watering, Irrigation Repairs, as needed)	140 SYD	\$ 10.00	140.0 SYD	\$1,400.00	0.0 SYD	140.0 SYD	\$1,400.00
15.	Observation Crew Days	3 Days	\$ 850.00	0.0 Days	\$0.00	0.0 Days	0.0 Days	\$0.00
Subtotal - Division I					\$44,224.20			\$44,224.20

DIVISION II - NORTH AVE (BRIDGE TO ELM ST), ELM ST, CHESTNUT ST

1.	Mobilization, Max. 5%	1 LS	\$ 7,500.00	1.0 LS	\$7,500.00		1.0 LS	\$7,500.00
2.	Erosion Control, Inlet Protection, Fabric Drop	2 EA	\$ 120.00	2.0 EA	\$240.00		2.0 EA	\$240.00
3.	Driveway, Rem (as-directed)	80 SYD	\$ 30.00	0.0 SYD	\$0.00		0.0 SYD	\$0.00
4.	Structure, Adjust	2 EA	\$ 500.00	1.0 EA	\$500.00		1.0 EA	\$500.00
5.	Structure, Reconstruct (if needed)	1 EA	\$ 600.00	1.0 EA	\$600.00		1.0 EA	\$600.00
6.	Pavt, Rem, Special	2,160 SYD	\$ 10.00	2,314.0 SYD	\$23,140.00		2,314.0 SYD	\$23,140.00
7.	Subgrade Undercutting, 21AA, Special (as-directed)	50 CYD	\$ 100.00	202.0 CYD	\$20,200.00		202.0 CYD	\$20,200.00
8.	Aggregate Base, 21AA Limestone, Mod, CIP	100 TON	\$ 50.00	200.0 TON	\$10,000.00		200.0 TON	\$10,000.00
9.	HMA, 5EML MOD, 1.5" Leveling	210 TON	\$ 190.00	267.8 TON	\$50,882.00		267.8 TON	\$50,882.00
10.	HMA, 5EML MOD, 1.5" Wearing	210 TON	\$ 200.00	191.2 TON	\$38,240.00		191.2 TON	\$38,240.00
11.	Seal, Shurry, MOD	240 SYD	\$ 42.00	0.0 SYD	\$0.00		0.0 SYD	\$0.00
12.	Driveway, Aggregate (as-directed)	10 TON	\$ 75.00	0.0 TON	\$0.00		0.0 TON	\$0.00
13.	Driveway, Nonreinf Conc, 6 inch (as-directed)	60 SYD	\$ 120.00	0.0 SYD	\$0.00		0.0 SYD	\$0.00
14.	Water Main Break Repair, 8-inch & Less, (if needed)	2 EA	\$ 8,000.00	0.0 EA	\$0.00		0.0 EA	\$0.00
15.	Color Audio-Video Route Survey	1 LS	\$ 2,000.00	1.0 LS	\$2,000.00		1.0 LS	\$2,000.00
16.	Maintaining Traffic (incl. Flag Control)	1 LS	\$ 5,000.00	1.0 LS	\$5,000.00		1.0 LS	\$5,000.00
17.	Restoration (incl. 3" Topsoil, Seed-Impregnated Mulch Blanket, 14-Day Watering, Irrigation Repairs, as needed)	650 SYD	\$ 10.00	650.0 SYD	\$6,500.00		650.0 SYD	\$6,500.00
18.	Observation Crew Days	12 Days	\$ 850.00	0.0 Days	\$0.00		0.0 Days	\$0.00
Subtotal - Division II					\$164,802.00			\$164,802.00



Item No: 11b
Meeting: 9.16.2025

Business of the Algonac City Council

Agenda Statement

Item Title: To approve Change Order for Fire Alarm System for Algonac Activity Center: \$7,325.

Submitted by: Joe Doan, Fire Chief

Summary

The Algonac Activity Center General Contractor, Salski Construction, has submitted a change order for the fire alarm system.

The original quote received to relocate the panel and activate the system was \$3,750. Due to unforeseen damage to the panel, National Time & Signal replaced the circuit boards, main panel and all back up batteries for the system for an additional cost of \$3,575, for a total of \$7,325.

City Council approved the General Contractor, Salski Construction, at their meeting of August 6, 2024.

Suggested Action

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve Change Order for the Algonac Activity Center Fire Alarm System to Stephenson Electric Company, whose address is P.O. Box 610841, Port Huron, MI 48061-0841 in the total amount of \$7,325.00, and direct the City Manager to sign the proposal on behalf of the city.

APPROVED/Denied



805 St. Clair River Drive
Algonac, MI 48001
810.794.9361 | FAX 810.794.4804
www.cityofalgonac.org

City Council
Mayor
Mayor Pro Tem
Councilman
Councilman
Councilwoman
Councilwoman
Councilman

Rocky Gillis
Dawn Davey
Michael Bembas
Ed Carter
Cathy Harris
Wendy Meldrum
Jacob Skarbek

TO: Denice Gerstenberg, City Manager
FROM: Joseph Doan, Fire Chief
DATE: 09/09/2025
SUBJECT: Activity Center Change Order

Originally we received a quote for the fire alarm system at the Activity Center to be relocated from the north side of the building to the current Activity Center. Upon installation of the main control panel it was determined that the panel was vandalized sometime during the time when the building sat vacant. The main circuit boards were damaged and separated requiring them to be replaced as well as the front panel requiring replacement. Original quote received to relocate the panel and activate the system was \$3,750. National Time & Signal replaced the circuit boards, main panel and all back up batteries for the system at an additional cost of \$3,575.

We are seeking approval for the invoice for the fire alarm system at the Algonac Activity Center in the total amount of \$7,325 to be paid to Stephenson Electric Company, the electrical contractor for the project.

Stephenson Electric Company

P.O. Box 610841

Port Huron, MI 48061-0841

INVOICE

Invoice Number: 32768

Invoice Date: Sep 9, 2025

Page: 1

Voice: 810-987-5777

Fax: 810-987-3220

Bill To:

Salski Construction, LLC
3903 Pine Grove Avenue
Fort Gratiot, MI 48059

Ship to:

Algonac Community Center

Customer ID	Customer PO	Payment Terms	
salcon		Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Best Way		10/9/25

Quantity	Item	Description	Unit Price	Amount
		Labor and material provided to complete the repairs to the fire alarm system at the Algonac Community Center per our quote in our proposal dated 10/28/24. Fire alarm system repairs - quoted: Add for work by National Time & Signal Corp.: Thank you.		3,750.00 3,575.00
Subtotal				7,325.00
Sales Tax				
Total Invoice Amount				7,325.00
Payment/Credit Applied				
TOTAL				7,325.00

Check/Credit Memo No:



Business of the Algonac City Council

Agenda Statement

Item Title: To approve Change Order for Climate Controls for Algonac Activity Center: \$3,840.

Submitted by: Joe Doan, Fire Chief

Summary

The Algonac Activity Center General Contractor, Salski Construction, has submitted a change order for the new heating system.

Superior Heating & Cooling recently installed the new system, but it provides heat only and does not circulate the air within the building. This has the potential to cause mold in the building. Air handler upgrades are proposed which will allow the system to automatically circulate fresh air.

City Council approved the General Contractor, Salski Construction, at their meeting of August 6, 2024.

Suggested Action

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve Change Order for the Algonac Activity Center Superior Heating & Cooling, Inc., whose address is 8015 Gratiot, Columbus, MI 48063 in the amount of \$3,840.00, and direct the City Manager to sign the proposal on behalf of the city.

APPROVED/Denied



805 St. Clair River Drive
Algonac, MI 48001
810.794.9361 | FAX 810.794.4804
www.cityofalgonac.org

City Council
Mayor
Mayor Pro Tem
Councilman
Councilman
Councilwoman
Councilwoman
Councilman

Rocky Gillis
Dawn Davey
Michael Bembas
Ed Carter
Cathy Harris
Wendy Meldrum
Jacob Skarbek

TO: Denice Gerstenberg, City Manager
FROM: Joseph Doan, Fire Chief
DATE: 09/08/2025
SUBJECT: Activity Center Climate Controls- Change Order

Recently the Activity Center had the new heating system installed- this new system provides heat only and does not allow the system to be used just to circulate air within the building. It is critical to upgrade the system so it can be used to circulate air otherwise it will create an environment that will promote mold growth (mildew).

Superior Heating & Cooling has proposed air handler upgrades will include all parts and labor to install which will allow the system to automatically open the fresh air damper to bring in fresh air. When weather is too hot or too humid the system will shut the dampers automatically.

Superior Heating & Cooling, Inc.
8015 Gratiot Ave.
Columbus, MI 48063
586-727-7753
www.superiorheatcoolgeo.com



Salski Construction Algonac Project
1216 St. Clair Blvd.
Algonac, MI 48001

Salski Construction Algonac Project
1216 Saint Clair Boulevard
Algonac, MI 48001 USA

Customer Email: salskiconstruction@hotmail.com
Customer Phone: (810) 650-6901

Estimate Id 69146359
Estimate Date 8/26/2025

Gym Air Handler Upgrades

Includes Parts and Labor to Install an Enthalpy Controller on the Gym Air Handler that will Automatically Open the Fresh Air Damper to Bring in Fresh Air. If it is Too Hot or Too Cold or Too Humid it Will Shut the Damper. We Will Also Install a WiFi Thermostat with New Wire so the Fan can be Ran Without a Call for Heat.

Total

\$3,840.00



Business of the Algonac City Council

Agenda Statement

Item Title: To adopt Resolution #2025-12 recognizing Piece-To-Peace Quilters as a local non-profit organization.

Submitted by: Denice A. Gerstenberg, City Manager

Summary

Piece-To-Peace Quilters is a certified 501 (c)(3) non-profit, charitable organization committed to promoting the craft and art of quilts, quilt making, sewing and fiber arts and passing along the tradition to members and to the wider community.

In order to obtain a license from the State and conduct any fundraisers, the State of Michigan Charitable Gaming Division requires the local governing body to recognize the existence of such non-profit within the community.

Attached is the required Local Governing Body Resolution for Charitable Gaming Licenses for City Council review and approval.

Suggested Action:

MOVED BY:

SUPPORTED BY:

RESOLVED, to adopt Local Governing Body Resolution for Charitable Gaming Licenses Resolution #2025-12 recognizing Piece-To-Peace Quilters as a non-profit organization within the city of Algonac.

APPROVED/Denied



State of Michigan
Michigan Gaming Control Board
Millionaire Party Licensing
3062 W. Grand Blvd, Suite L-700
Detroit, MI 48202-6062
Phone: (313) 456-4940
Fax: (313) 456-3405
Email: Millionaireparty@michigan.gov
www.michigan.gov/mgcb

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL 432.103(k)(ii))

At a Regular meeting of the City of Algonac City Council
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by Mayor Rocky Gillis on September 16, 2025
DATE

at 6:00 a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from Piece-To-Peace Quilters of Algonac,
NAME OF ORGANIZATION CITY

county of St. Clair, asking that they be recognized as a nonprofit
COUNTY

organization operating in the community, for the purpose of obtaining charitable gaming licenses, be
considered for _____
APPROVAL/DISAPPROVAL

<u>APPROVAL:</u>	Yeas: _____	<u>DISAPPROVAL:</u>	Yeas: _____
	Nays: _____		Nays: _____
	Absent: _____		Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted
by the City of Algonac City Council at a Regular
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on September 16, 2025.
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK
Lisa Borgacz, City Clerk
PRINTED NAME AND TITLE
City of Algonac, 805 St. Clair River Drive, Algonac, MI 48001
ADDRESS

Organization Information: _____
ORGANIZATION'S MAILING ADDRESS, STREET, CITY, ZIP

ORGANIZATION'S PRINCIPAL OFFICER NAME AND TITLE ()
PHONE NUMBER

RECEIVED
SEP 10 2025



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

PIECE TO PEACE QUILTERS
C/O JAN EVANS
814 STATE STREET
ALGONAC, MI 48001

Date: 08/07/2025 BY: *lm*
Employer ID number: 46-1709422
Person to contact: Name: K Vonderhaar
ID number: 0195459
Telephone: 877 829-5500
Accounting period ending: December 31
Public charity status: 509(a)(2)
Form 990 / 990-EZ / 990-N required: Yes
Effective date of exemption: June 23, 2025
Contribution deductibility: Yes
Addendum applies: No
DLN: 26053576002395

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
DIRECTOR

July 16, 2025

JAN EVANS
814 STATE ST
ALGONAC, MI 48001

Notice of Approval

Entity Name: PIECE TO PEACE QUILTERS
Identification Number: 900064740
Document Type: Articles of Incorporation
Filed Date: 07/16/2025

Thank you for your recent submission to the Corporations Division. The referenced document has been approved and filed.

Documents submitted by mail or in person:

- The filed document is enclosed.
- To obtain copies of filed documents, visit: www.michigan.gov/corpenitysearch

Documents submitted online using the MiBusiness Registry Portal:

- Downloads are available in the My Work Queue for 76 days.
- When a certificate accompanies an endorsed document, promptly download and save it to your device via the My Work Queue. Certificates are not publicly available under the entity's filings.
- To obtain copies of filed documents, visit: www.michigan.gov/corpenitysearch

Additional Resources:

- **Michigan Business Roadmap:** www.michigan.gov/businessroadmap
- **Michigan Small Business Development Center:** www.michigansbdc.org

For further assistance, contact the Corporations Division at (517) 241-6470 or by email corpmail@michigan.gov.

MICHIGAN DEPARTMENT OF LICENSING AND REGULATION CORPORATIONS, SECURITIES & COMMERCIAL LICENSING

FILED

Entity #: 900064740

Filed Date: 7/16/2025

Date Received

AC1

(FOR BUREAU USE ONLY)

This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

Name

Address

City

State

ZIP Code

EFFECTIVE DATE:

Document will be returned to the name and address you enter above.
If left blank, document will be returned to the registered office.

TransInfo: 1 26033463-1 07/10/25
CHRG: 1019 AMT: \$20.00
ID: PIECE TO PEACE QUILTERS

ARTICLES OF INCORPORATION

For use by Domestic Nonprofit Corporations

(Please read information and instructions on the last page)

Pursuant to the provisions of Act 162, Public Acts of 1982, the undersigned corporation executes the following Articles:

ARTICLE I

The name of the corporation is:

Piece to Peace Quilters

ARTICLE II

The purpose or purposes for which the corporation is formed are:

The Piece to Peace Quilters are an amazing group of people Blessed by God with the Talents and Love of sewing/quilting, Love for each other, Love for teaching others and Love for doing community service and helping others.

ARTICLE III

1. The corporation is formed upon a Nonstock basis.
(Stock or Nonstock)

2. If formed on a stock basis, the total number of shares the corporation has authority to issue is

_____ If the shares are or are to be divided into classes, the designation of each class, the number of shares in each class, and the relative rights, preferences and limitations of the shares of each class to the extent that the designations, numbers, relative rights, preferences, and limitations have been determined are as follows:

ARTICLE III (cont.)

3. a. If formed on a nonstock basis, the description and value of its real property assets are: (if none, insert "none")
None
- b. The description and value of its personal property assets are: (if none, insert "none")
None
- c. The corporation is to be financed under the following general plan:
Donations and grants
- d. The corporation is formed on a Membership basis.
(Membership or Directorship)

ARTICLE IV

1. The name of the resident agent at the registered office is:
Jan Evans
2. The address of its registered office in Michigan is:
814 State Street Algonac, Michigan 48001
(Street Address) (City) (ZIP Code)
3. The mailing address of the registered office in Michigan if different than above:
_____, Michigan _____
(Street Address or PO Box) (City) (ZIP Code)

ARTICLE V

The name(s) and address(es) of the incorporator(s) is (are) as follows:

Name	Residence or Business Address
Jan Evans	814 State Street Algonac, MI 48001
Lorraine Koehn	1210 Aspen Dr. Apt 2 Marysville, MI 48040
Lynn Prohaska	2234 Elm Street Algonac, MI 48001
Bethany Saigh	9246 Maynard Clay, MI 48001

Use space below for additional Articles or for continuation of previous Articles. Please identify any Article being continued or added. Attach additional pages if needed.

I, (We), the incorporator(s) sign my (our) name(s) this 23rd day of June, 2025

Janet L. Evans

Rosanne Koch

Bethany A. Swift

Lynne M. Pohaska



Business of the Algonac City Council

Agenda Statement

Item Title: To approve Fire Department Tower 1 Repairs: \$5,194.61.

Submitted by: Fire Chief Joe Doan

Summary

During recent equipment testing, Tower 1 was noted as requiring repair of the following:

1. Frayed and broken cable thread on retraction cable
2. Class III leak at the ladder extension cylinder hydraulic holding block

To obtain certification, the repairs must be completed within 60 calendar days.

The total repair cost is \$15,583.84. Per the agreement, the cost of all repairs/maintenance are shared equally between Clay Township, Ira Township and Algonac.

Suggested Action

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve Fire Department Tower 1 Repairs from Apollo Fire, whose address is 12584 Lakeshore Drive, Romeo, MI 48065 in the amount of \$5,194.61.

APPROVED/Denied



805 St. Clair River Drive
Algonac, MI 48001
810.794.9361 | FAX 810.794.4804
www.cityofalgonac.org

City Council
Mayor
Mayor Pro Tem
Councilman
Councilman
Councilwoman
Councilwoman
Councilman

Rocky Gillis
Dawn Davey
Michael Bembas
Ed Carter
Cathy Harris
Wendy Meldrum
Jacob Skarbek

TO: Denice Gerstenberg, City Manager
FROM: Joseph Doan, Fire Chief
DATE: 09/09/2025
SUBJECT: Tower 1 Repairs

On 07/09/2025, Tower 1 underwent the 5 year NDT (non-destructive test) required by NFPA/ISO- during this testing the following items were noted as REQUIRING REPAIR:

- Frayed and broken cable thread on retraction cable
- Class III leak at the ladder extension cylinder hydraulic holding block

To obtain certification, noted repairs shall be completed within 60 calendar days. Due to the delay in getting quotes, Concord Inspection LLC has granted an extension due to the circumstances. Sutphen no longer supports the current cables that are on the truck requiring the cable to be upgraded to a larger cable.

Three quotes were attempted, however Sutphen (Manufacturer) does not provide any information or technical support unless it is an authorized dealer or service center. The attached quote is from Apollo Fire which is the local Sutphen authorized service center.

Per the agreement, the cost of the repair/maintenance shall be shared equally between the three municipalities. This repair has been approved by both Clay Township and Ira Township. We are seeking approval for our portion of the repairs (1/3) in the amount of \$5,194.61.

Apollo Fire
 12584 Lakeshore Drive
 Romeo, MI 48065
 bbrown@apollofire.com
 586-752-1800

Estimate **SO-1840**
Date: **7/14/2025**

Bill To
ALGONAC FIRE DEPARTMENT
 805 St. Clair River Drive
 Algonac, MI 48001
 P: (810) 794-3431 F: (810) 794-8323

Remit Payment To:
 Apollo Fire Apparatus Sales and Service
 12584 Lakeshore Drive
 Romeo, MI 48065

Service Order		Purchase Order	Service Writer	Authorizer	
SO-1840			Orr, Kevin		
Item	Description		Quantity	Rate	Amount
Complaint: Frayed cables and leaking holding valve. Identify location of both issues along with pictures					
Labor	Recommended Correction:		10.00000	\$150.00	\$1,500.00
	Aerial Device / Aerial Components / Hardware				
Parts	cable clamp		2	\$137.98	\$275.96
Parts	Cable - A		2	\$0.00	\$0.00
Parts	Cable		4	\$1,088.54	\$4,354.16
Parts	Assembly Rope Wire 8mm X 239" - A		4	\$1,107.70	\$4,430.80
Parts	Assembly Sheave Ladder 3rd Sec - A		4	\$222.31	\$889.24
Parts	Sheave Alum WBronze Bushing - A		4	\$429.28	\$1,717.12
Parts	Spring, Compression, - A		4	\$16.06	\$64.24
Parts	Spring, cable		4	\$57.42	\$229.68
Parts	Cable Spacer - A		4	\$26.83	\$107.32
Parts	Spacer, cable		4	\$16.90	\$67.60
Parts	Pin Assembly - A		4	\$195.634	\$782.54
				Subtotal	\$14,418.66
Complaint: Remove and replace extension cylinder holding cartridge. Drift test aerial to confirm repair.					
Labor	Recommended Correction:		2.00000	\$150.00	\$300.00
	Aerial Device / Hydraulic Components				
Parts	cartridge		2	\$318.34	\$636.68
				Subtotal	\$936.68
Drive to unit					

Item	Description	Quantity	Rate	Amount
Labor	Drive to unit (Service Call)	1.00000	\$100.00	\$100.00
			Subtotal	\$100.00

Return from unit

Labor	Return from unit	0.69000	\$150.00	\$103.50
			Subtotal	\$103.50

Shop Supplies

\$25.00

Unit: TOWER-1 (HS2917) VIN: 1S9A7LBD2R2003053
 1994Sutphen70+
 Chassis: 42,289.60 Miles
 Engine: 4,311 Hours

Labor	\$2,003.60
Parts	\$13,555.34
Subtotal	\$15,583.84
Sample City (1% of \$0.00)	\$0.00
Sample County (1% of \$0.00)	\$0.00
Sample State (1% of \$0.00)	\$0.00
Total	\$15,583.84

*: Core charges not included in total. You will be charged for any core that is not in returnable condition. This charge may be applied on a separate invoice.



PO Box 276 | New Concord, OH 43762 | 740-404-3780 | kelth.hamilton@concordinspection.com



REPORT OF INSPECTION

5 Year Safety Inspection for FIRE APPARATUS AERIAL

In accordance with
NFPA 1911 Latest Version
Performance Testing of Aerial Devices

Fire Department: **ALGONAC-CLAY-IRA FIRE DEPARTMENT**

Location: **7920 MUSKRAT RUN, CLAY, MI 48001**

Manufacturer: **SUTPHEN**

Year Manufactured: **1994**

Date of Inspection: **7-9-2025**

Unit Number: **TOWER 1**

Serial Number: **1S9A7LBD2R2003053**

Type of Unit: **70' PLATORM**

Model Number: **70 FT.**

Inspected By: **TRISTIAN HAMILTON**

Work Order #: **C-1989**

P.O. #: **X**



PO Box 276 | New Concord, OH 43762 | 740-404-3780 | keith.hamilton@concordinspection.com

Fire Dept: **ALGONAC-CLAY-IRA FIRE DEPARTMENT**

Date: **7-9-2025**

Location: **7920 muskrat run, clay, mi 48001**

Unit #: **TOWER 1**

Rework Recommended: Yes ☐ No ☒

Immediate Rework Recommended: Yes ☒ No ☐

R = Required Items:

Items that do not meet Concord Inspection LLC specifications, manufacturer's specifications, and applicable NFPA standards are items which Concord Inspection mandates be repaired or replaced before issuance of an inspection certificate.

The location of these items may be found by the general description below. Weld discontinuities, if any, are marked with felt pen at their specific location by inspector. Left and right, as listed, are viewed standing on the turntable looking up at the ladder.

The ladder sections are numbered from the bottom up, base assembly being 1st section, 2nd section, 3rd section, and 4th section. Rung, vertical and diagonal support members (truss-members) on each section are numbered starting at the base on each ladder with number on and increasing in number to the top of each ladder section. Left and right on the vehicle chassis are viewed as left being the driver's side and right being the Officer's side.

Concord Inspection LLC will allow a maximum of sixty (60) calendar days from the date of the report for the required repairs to be made. If repairs cannot be completed in this time frame, please notify Concord Inspection LLC at (740) 404-3780 prior to the lapse of this period.

C = Recommended Items:

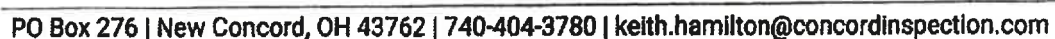
These are items, which we recommend be repaired, replaced, or installed or preventative procedures initiated and implemented.

I = Informational Items:

These are items which we have found to be in noncompliance with today's standards, or items which should be checked periodically, or items listed solely for your general information.

Summary of Defects

Category	Item #	
I	1	Multiple pump panel pressure gauges are losing glycerin
I	2	Driver side access ladder step mounting welds have non-structural cracks
C	3	Turntable alignment light is inoperable
C	4	3 rd section and 4 th section left side extension and retraction cables are showing signs of rust spots forming. Consider keeping a light coating of oil on ladder cables
C	5	4 th lace from tip 2 nd section right side has missing handrail rivet. 1 st lace from butt of base section right side has missing handrail rivet
I	6	Platform wall weld at corner of platform near control station has known non-structural cracked weld

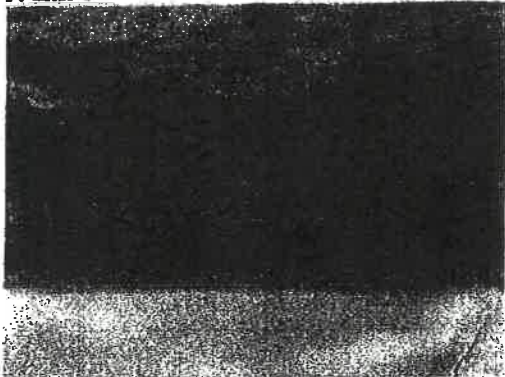
[illegible]



PO Box 276 | New Concord, OH 43762 | phone: 740-404-3780 | web: concordinspection.com

REPORT OF INSPECTION PHOTOGRAPHS

ITEM 7



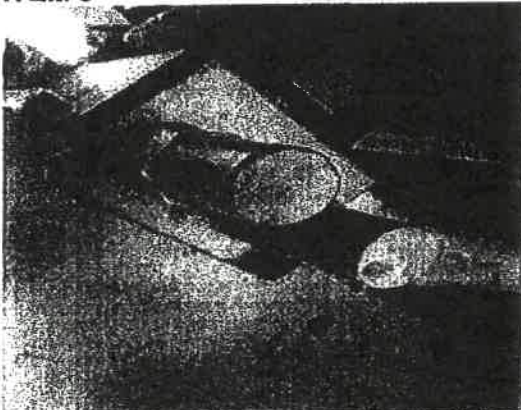
Cable with broken threads

ITEM 7



4th section retraction cable on left side

ITEM 8



Class III leak at extension cylinder hydraulic holding block



Business of the Algonac City Council

Agenda Statement

Item Title: To approve Algonac Activity Center Property Insurance: \$9,416.

Submitted by: Denice Gerstenberg, City Manager; Alysia Bugg, City Treasurer

Summary

With the rehabilitation of the Algonac Activity Center nearing completion, a new policy specifically for the Activity Center property insurance is necessary.

This policy is in effect for one-year, effective August 1, 2025 thru July 1, 2026.

Nickel & Saph is a well-respected agency who has serviced numerous public entity accounts throughout Michigan since 1929, largely due to the excellent service they provide. They currently serve many surrounding communities in St. Clair County, including the Marine City, Ira Township and City of Marysville.

Suggested Action (ROLL CALL VOTE REQUIRED)

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve the Property and Liability Insurance renewal from Nickel & Saph, Inc., whose address is 44 Macomb Place, Mount Clemens, MI 48043 for the period August 1, 2025 to July 1, 2026 in the amount of \$9,416.00.

APPROVED/Denied

Nickel & Saph, Inc.
P. O. Box 46907
Mt. Clemens, MI 48046-6907
Phone: 586-463-4573 Fax: 586-463-3135

City of Algonac
805 St. Clair River Dr.
Algonac, MI 48001

M E M O		Page 1
ACCOUNT NO.	OF	DATE
ALGON-1	EB	08/18/2025
POLICY INFORMATION		
POLICY #		
PEPKG0053002		
TYPE	EFFECTIVE	EXPIRATION
PROP	07/01/2025	07/01/2026

Re: Property Endorsement Inv.

Please find the invoice and endorsement for the adding the Community Activity Center back onto your Property Policy effective 8/1/25-7/1/26. Please call the office with any questions.

Thank you,

Erica Bible

Nickel & Saph, Inc.
P. O. Box 46907
Mt. Clemens, MI 48046-6907
Phone: 586-463-4573

INVOICE NO. 24263

Page 1

ACCOUNT NO.	CSR	DATE
ALGON-1	EB	08/18/2025
BALANCE DUE ON		
08/29/2025		

City of Algonac
805 St. Clair River Dr.
Algonac, MI 48001

Itm #	Eff Date	Trn	Type	Description	Amount
85151	08/01/25	+EN	PROP	Property Endorsement #1	\$9,416.00
Invoice Balance:					\$9,416.00

Please make checks payable to Nickel & Saph, Inc. Thank you.

Policy Number
PEPKG0053002

**THIS ENDORSEMENT CHANGES THE POLICY.
PLEASE READ IT CAREFULLY.**

COMMON POLICY CHANGE ENDORSEMENT

Endorsement No. 1

Named Insured: City of Algonac

Effective Date: 8/1/2025

12:01 A.M., Standard Time

Agent Name: Paragon Insurance Holdings, LLC

Agent No.

This endorsement will not be used to decrease coverages, increase rates or deductibles or alter any terms or conditions of coverage unless at the sole request of the insured.

COVERAGE PART INFORMATION – Coverage parts affected by this change as indicated by X below.

- ☒ Commercial Property
- ☐ Commercial General Liability
- ☐ Commercial Crime
- ☐ Commercial Inland Marine

The following item(s):

- | | |
|--|---|
| <input type="checkbox"/> Insured's Name | <input type="checkbox"/> Insured's Mailing Address |
| <input type="checkbox"/> Policy Number | <input type="checkbox"/> Company |
| <input type="checkbox"/> Effective/Expiration Date | <input type="checkbox"/> Insured's Legal Status/Business of Insured |
| <input type="checkbox"/> Payment Plan | <input type="checkbox"/> Premium Determination |
| <input type="checkbox"/> Additional Interested Parties | <input type="checkbox"/> Coverage Forms and Endorsements |
| <input checked="" type="checkbox"/> Limits/Exposures | <input type="checkbox"/> Deductibles |
| <input type="checkbox"/> Covered Property/Location Description | <input type="checkbox"/> Classification/Class Codes |
| <input type="checkbox"/> Rates | <input type="checkbox"/> Underlying Exposure/Insurance |

is (are) changed to read

In consideration of additional premium stated below, it is hereby understood and agreed that the following change has been made to the policy:

Form CP DS 00 10 00, "Commercial Property Coverage Part Declarations Page", the Building and Contents Blanket Limit Of Insurance is increased by \$9,000,000 due to the following changes:

Added Location:

Location 21-1, Community Activity Center, 1216 St. Clair Blvd., Building Limit: \$9,000,000; Content Limit: \$0.

The above amendments result in a change in the premium as follows:

This premium does not include taxes and surcharges.

<input type="checkbox"/> No Changes	<input type="checkbox"/> To be Adjusted at Audit	Additional \$9,416.00	Return
-------------------------------------	--	-----------------------	--------

Tax and Surcharge Changes

Additional	Return
------------	--------

Countersigned By:

AUTHORIZED AGENT



Item No: 11g
Meeting: 9.16.2025

Business of the Algonac City Council

Agenda Statement

Item Title: To approve Water Plant High Service Pump #3 Start-up: \$3,652.66.

Submitted by: Josh Stewart, Water Plant Superintendent

Summary

On August 19, 2025 City Council approved removal, replacement and installation of High Service Pump #3 by Kennedy Industries.

City Council was advised at that time that there will be another proposal in the future for the manufacturer to perform the start-up, which is required to activate the extended warranty.

Attached is that proposal from Standard Electric Company.

Suggested Action

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve Water Plant High Service Pump #3 start-up, by Standard Electric Company, whose address is 2650 Trautner Drive, Saginaw, MI 48604 in the amount of \$3,652.66.

APPROVED/Denied



805 St. Clair River Drive
Algonac, MI 48001
810.794.9361 | FAX 810.794.4804
www.cityofalgonac.org

City Council
Mayor
Mayor Pro Tem
Councilman
Councilman
Councilwoman
Councilwoman
Councilman

Rocky Gillis
Dawn Davey
Michael Bembas
Ed Carter
Cathy Harris
Wendy Meldrum
Jacob Skarbek

To: City Manager- Denice Gerstenberg

From: Algonac Water Plant Superintendent – Joshua Stewart

Subject: High Service Pump #3- VFD Replacement

Date: 8/28/2025

Please find attached a proposal from Standard Electric Company for the startup of VFD #3 in coordination with Schneider Electric.

As previously approved by Council, Kennedy has been authorized to remove and install the new VFD. Coordinating the startup with Schneider Electric and Kennedy will ensure the VFD is properly installed and programmed. Additionally, this process will extend the manufacturer's warranty by an additional 3.5 years.

Please note that without a certified startup, any issues with the new drive would not be covered under warranty, and replacement costs—including labor—could total approximately \$40,000.

The attached estimate from Standard Electric Company (2650 Trautner Dr, Saginaw, MI 48604) is in the amount of **\$3,652.66**.

Please review the attached for consideration.

Thank you,

Joshua Stewart

Algonac Water Plant Superintendent

(810)794-3281

Waterplant@cityofalgonac.org

Prepared By:

Mike Bismack
Standard Electric Company
Application Engineer
2650 Trautner Dr
Saginaw, MI 48604-9599
mike.bismack@standardelectricco.com
D:989497-2135

Proposal Name: Algonac drive startup

Quote Name: Algonac drive startup

Proposal Number: P-250805-5430051

Quote Number: Q-6195843

Quote Date: 08/05/2025

Through Addenda Number: 0

Sales Representative: Tonya Smith

Conditions of Sale

This Quotation is subject to Coordinated Project Terms. See <https://www.se.com/us/en/download/document/0100PL0043/>

Quoted price in currencies other than U.S. Dollars is per the annual Schneider Electric exchange guidance.
Quote is valid for 30 days. Quoted lead times are approximate and subject to change.

Schneider Electric reserves the right to amend, withdraw or otherwise alter this submission without penalty or charge as a result of any event beyond its control arising from or due to the current Covid-19 epidemic or events subsequent to this epidemic / pandemic including changes in laws, regulations, by laws or direction from a competent authority.

Clarifications and Exceptions

- ◆ The bill of material is based on our best interpretation of the information provided with the request for quotation. The quotation supplied for this project may not meet the local code/ordinance requirement unless specifically identified in the customer documentation supplied for review. The bill of material should be reviewed to ensure that the equipment quoted meets the project requirements. The following clarifications are provided to emphasize issues not specifically stated in the bill of material.
- ◆ All equipment provided with dimensions as shown on Square D generated drawings and Bill-of-Materials. (Quotation drawings are Not for Construction)
- ◆ Spare parts (fuses, pilot lights, overloads, etc) are not included unless shown with equipment on bill of material.
- ◆ All equipment is quoted as F.O.B. point of shipment and standard lead time unless otherwise noted.
- ◆ Taxes and tariffs are specifically excluded from this quotation.

Pricing

Life Is On

Schneider
Electric

STANDARD
ELECTRIC COMPANY

Total DISTRIBUTOR SELL PRICE US Dollars

\$ 3,652.66

Seg #	Qty	Product Description	Price Each	Subtotal
1	1	<p>Designation : SU</p> <p>Product Details :</p> <p>1 - SRVSTRUPVSDSTD-Startup Services - Straight Time</p> <p>Schneider Electric will perform the Scope of Work per Schneider Electric document 1910DB1302-120213 "Scopes of Work for Electrical Acceptance Testing."</p> <p>Work will be performed during Straight Time (any scheduled 8 hour period between 06:00 and 18:00 hours Monday thru Friday).</p> <p>It is estimated that the service will be performed using one technician with all equipment and tests performed in immediate succession, unless otherwise specified.</p> <p>If equipment is not available or prepared to be tested in the number of days specified, additional travel and expense charges may apply.</p> <p>For each hour that SE Services is delayed at the job site due to the unavailability of the equipment for any reason, a charge at the applicable T&M rates will be added to the invoice.</p> <p>Startup scope of work includes Schneider Electric technician supervision during energization of equipment. Quote price is based on energization during final day of inspection and testing.</p> <p>If additional trips are required in order to provide energization supervision, additional travel, expense and labor charges will apply. To schedule date for start of work, call: 1-888-SQUARED (1-888-778-2733).</p> <p>Schneider Electric services must be contacted prior to 3 weeks from the required date of service to avoid additional charges.</p> <p>Reference SE Terms and Conditions of Sale for Proposal Based Projects 0100PL0043R03/20.</p> <p>Formal test report(s) will be provided upon completion of the startup service.</p> <p>Trip summary:</p> <p>Round Trip Distance: Up to 150 Miles</p> <p>Technician will make 1 trip to the job site per day of service (total of trips)</p> <p>Equipment to be started up and included in this complimentary warranty is listed below.</p> <p>Sel Rev: (20250606/20250606)</p> <p>Tra Rev: 8/5/2025 1:59:16 PM/ 8/5/2025</p> <p>*****</p> <p>Following user entered devices included in startup:</p> <p>Qty 1 Enclosed Process Drive - 125HP and below</p> <p>*****</p> <p>42 month complimentary extended warranty. Schneider Electric Services is pleased to offer a complimentary 42 month warranty extension above and beyond our standard warranty and any purchased extended warranties.</p> <p>For details on 42 month complimentary warranty please reference document</p>	\$ 3,652.66	\$ 3,652.66

8800DB0101R05/24 Service Guide for AC Drives and Softstarters.
Std equipment warranty is 18 months from date of shipment subject to Schneider Electric Terms and Conditions of Sale for Proposal Based Projects 0100PL0043R03/20.
The total of 60 months or 5 year warranty only applies to equipment that is successfully started up, invoiced by SE, and paid in full by the customer.
If startup with SE Services is not completed and paid in full, the bonus 42 months month warranty will be invalid, but the standard warranty and any purchased extended warranties will still be in effect.

1 - SRVRECRSTVFD42MO-SIBS 42 MO Extended WT W/Startup
Schneider Electric Services is pleased to offer a complimentary 42 month warranty extension above and beyond our standard warranty and any purchased extended warranties.

For details on 42 month complimentary warranty please reference document 8800DB0101R05/24 Service Guide for AC Drives and Softstarters.
Std equipment warranty is 18 months from date of shipment subject to Schneider Electric Terms and Conditions of Sale for Proposal Based Projects 0100PL0043R03/20.
The total of 60 months or 5 year warranty only applies to equipment that is successfully started up, invoiced by SE, and paid in full by the customer.
If startup with SE Services is not completed and paid in full, the bonus 42 months month warranty will be invalid, but the standard warranty and any purchased extended warranties will still be in effect.



Business of the Algonac City Council

Agenda Statement

Item Title: To approve proposal for 2025 Bridge Inspections: \$18,450.

Submitted by: Joe Vernier, DPW Foreman

Summary

The FHWA developed and implemented a national program to assure bridges are safe. Every 24 months communities are required to inspect their bridges using the National Bridge Inventory (NBI) 0 to 9 rating scale. Inspectors give a rating to each of a bridge's primary elements: deck, superstructure, and substructure and submit this information to MDOT. Anderson, Eckstein & Westrick, Inc. (AEW) would conduct these bridge inspections and submit the necessary documentation to MDOT. The following public bridges would be inspected:

- Ruskin Avenue over Oreole Canal
- Edgewater Drive over Batteaux Canal
- Venetian Way over canal parallel to M-29
- Channelsyde Drive over canal parallel to M-29
- Roselawn Court over canal parallel to M-29

The attached proposal is for the following:

5 routine inspections @ \$1,100 each	\$5,500
Load rating updates on four posted structures	\$3,950.
Underwater diving inspection (by GLEG	\$9,000
TOTAL	\$18,450

AEW satisfactorily completed the last required round of inspections for the city. Because of their recent load rating documentation efforts, AEW does not anticipate needing to perform new load calculation for these structures, a cost savings to the city this next 24-month period.

Suggested Action

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve proposal for 2025 Algonac Bridge Inspections from Anderson, Eckstein & Westrick, Inc. whose address is 51301 Schoenherr Road, Shelby Township, MI 48315 in the amount of \$18,450.00 and direct the City Manager to sign the proposal on behalf of the city.

APPROVED/Denied



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia
586.726.1234 | www.aewinc.com

September 2, 2025

Denice Gerstenberg, City Manager
City of Algonac
805 St. Clair River Drive
Algonac, Michigan 48001

Reference: Proposal for Professional Services

2025 Algonac Bridge Inspections

- Str. 10247. Ruskin Avenue over Oreole Canal
- Str. 10248. Edgewater Drive over Batteaux Canal
- Str. 10249. Venetian Way over canal parallel to M-29
- Str. 10250. Channelsyde Drive over canal parallel to M-29
- Str. 10251. Roselawn Court over canal parallel to M-29

Dear Ms. Gerstenberg:

Thank you for considering our firm to continue providing inspection services for the above-mentioned bridges.

Services to Be Provided

The scope of work includes conducting routine bridge inspections for all five structures, submitting the necessary documentation to MDOT for addition to the MiBridge inventory, and completing the bridge inspection reports.

The report for each structure will include, at a minimum, photographs and/or sketches, observations, repair recommendations, MDOT Bridge/Culvert Safety Inspection Report (P2502) forms, and MDOT Structure Inventory and Appraisal (1717A) forms.

Based on the previous inspection data and our past load rating documentation efforts, we do not anticipate revising the posting for those structures currently posted. However, updates are required from the recent MDOT load rating and inspection QA/QC reviews, and to utilize the latest version of the MDOT culvert load rating spreadsheet for Channelsyde.

Also, as you may be aware, an underwater inspection of the Channelsyde culvert and the Roselawn bridge has been requested by the MDOT Bridge Inspection Unit, to comply with FHWA Plan of Corrective Action (PCA), due to the high water level and thus limited access to make structure underside observations and scour assessments, normally performed during the routine inspections.



Denise Gerstenberg
September 2, 2025
Page 2

We have requested quotes from three underwater inspection firms capable of fulfilling the MDOT inspection requirements, and have included our recommendation for the lowest qualified quote by Great Lakes Engineering Group, Inc. (GLEG) in the fees below and attached. Please confirm if you would prefer to have a separate agreement for this work executed between the City and the underwater inspection firm directly.

Fee for Professional Services

The following fee will be a lump sum (fixed fee) basis, not to exceed:

(5) Routine inspections at \$1100.00 (each)	\$5,500.00
Load rating updates on four posted structures	\$3,950.00
Underwater diving inspection (by GLEG)	<u>\$9,000.00</u>

Total Fee \$18,450.00

Project Schedule

The routine bridge inspections are due at the end of September 2025, similar to when the last round of inspections was done in September 2023. Upon acceptance of this proposal, please assign inspection for those structures on MiBridge to us in advance.

Other Terms of Service

Services provided by AEW under this contract will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Upon notice of AEW and by mutual agreement between the parties, AEW will correct those services not meeting such standard without additional compensation.

If the Client fails to make payment when due or is otherwise in breach of this contract, AEW may suspend performance of services upon five (5) calendar days' notice to the Client. AEW shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this contract by the Client.

No party to this agreement shall transfer, sublet or assign any rights under or interest in this agreement (including but not limited to monies that are due or monies that may be due) without the prior written consent of the other party(s).

The Client or his authorized agent may terminate this agreement with five days written notice. The Client must pay for any unpaid work and expenses incurred prior to termination.



Denise Gerstenberg
September 2, 2025
Page 3

Basis of Payment

Work in progress will be invoiced every four weeks (billing cycle) based upon hourly charges to date. Payment is due within twenty-eight days of the invoice date, after which a time price differential charge of 1% per billing cycle (13% annually) will be added to the outstanding balance. There is no mileage expenses required. Travel time is charged portal to portal. Failure to pay invoices promptly can result in suspension of the work and revision of the completion schedule by the Engineer.

Execution of the Agreement

We trust that this proposal meets your needs. Please advise if any modifications or clarifications are required. When you are prepared to proceed, please sign, date, and return one copy of this agreement with original signatures for our use.

We thank you once again for the opportunity to work with you on this project.

Sincerely,

Anderson, Eckstein and Westrick, Inc.

Accepted By:

Kevin E. Zauel, PE
Structural Group Lead
Project Manager

Signature

Stephen V. Pangori, PE
President

Printed Name, Title

Date

Enclosure: GLEG – City of Algonac 2025 UW Inspections

cc: Joe Vernier, DPW Foreman, City of Algonac

<\\AEW-ActData\\active\\0999\\0999-0852\\2025\\KEZ\\Algonac 2025 bridge inspections.docx>



Proposal for Engineering Services:
Underwater Bridge Inspections
City of Algonac, Michigan

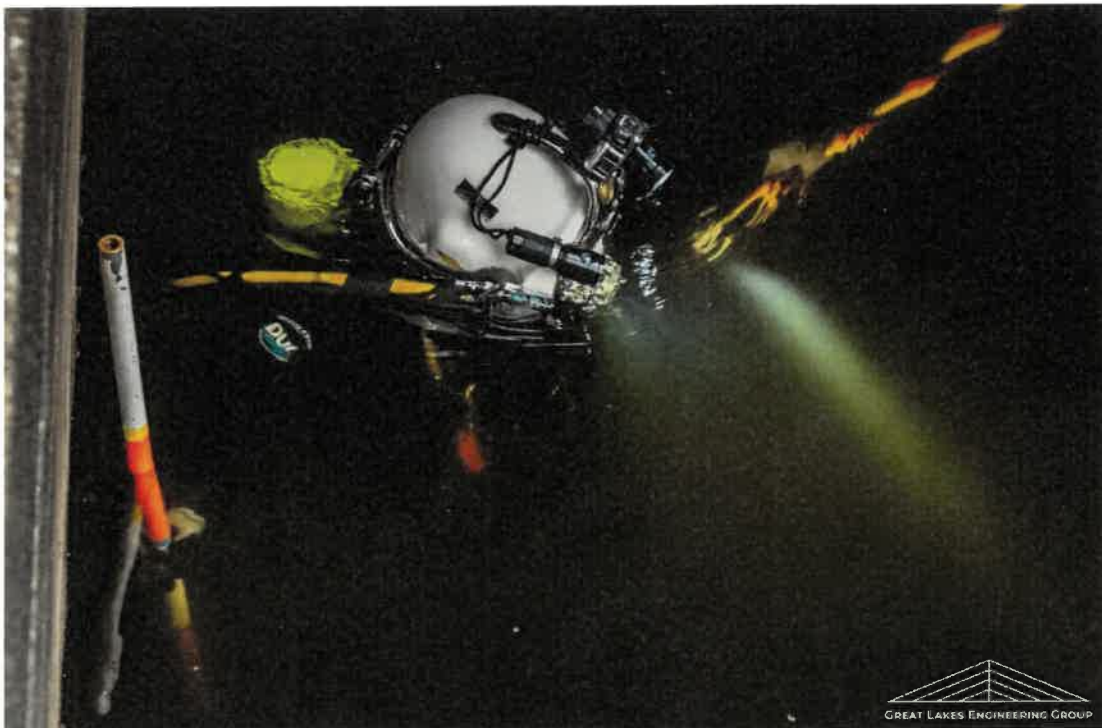
Prepared by:

Great Lakes Engineering Group, LLC
934 Clark Street
Lansing, MI 48906

Prepared for:

Anderson, Eckstein & Westrick, Inc.
51301 Schoenherr Road
Shelby Township, MI 48315

July 18, 2025





Project Description: Great Lakes Engineering Group, LLC (GLEG) understands that the City of Algonac, Michigan in need of inspection services for underwater bridge inspection for the following structures; **STR 10250—Channelsyde Dr over Canal (Parallel to M-29), STR 10251—Roselawn Court over Canal (Parallel to M-29).** GLEG will act as a subconsultant to Anderson, Eckstein & Westrick, Inc. (AEW). The scope of services included in this proposal are for routine bridge safety inspection, underwater bridge inspection, channel cross sections, MDOT MiBRIDGE reports and data entry, and comprehensive underwater inspection report preparation for each structure. GLEG recognizes that the structures have an inspection deadline of September, 30 2025. GLEG has sufficient staff available to perform the inspections within September of 2025. When the inspections are conducted within September of 2025 is dependent on site specific weather and water conditions. GLEG's Dive Team Leader will communicate with Levon Arakelov and Kevin Zauel (AEW) pertaining to when the inspections will be performed within September 2025. GLEG has the following MDOT prequalification classifications as they pertain to this project; Design-Bridges: Safety Inspection—Underwater, and Design -Bridges: Safety Inspections. GLEG is also a General Member Company with the Association of Diving Contractors International (ADCI), Member #4059.

The underwater inspection will be completed in accordance with National Bridge Inspection Standards (NBIS), Federal Highway Administration (FHWA), and Michigan Department of Transportation (MDOT) standards for underwater bridge inspections. A GLEG QTL will be on site at all times during the inspections. MDOT Underwater Inspection Reports (SIA #92-B) will be entered for each structure in the MDOT MiBRIDGE application within 30 calendar days of when the underwater inspections are completed. GLEG will upload comprehensive underwater reports for each structure within 90 days of the inspections. MDOT's recently released Underwater Diving Inspection Report Checklist will also be uploaded to MiBRIDGE for each structure.

All of GLEG's Divers meet the requirements for Underwater Bridge Inspection Diver under NBIS 23 CFR 650.309(d), and are ADCI certified commercial divers and supervisors. In addition to the required qualifications, GLEG's dive team has additional FHWA/NHI training and supplementary training to ensure our team is trained to all applicable state and federal regulations as well as industry standards for the type of underwater work being performed. Our dive program exceeds MIOSHA/OSHA standards.

The following specific underwater inspection services will be performed by GLEG:

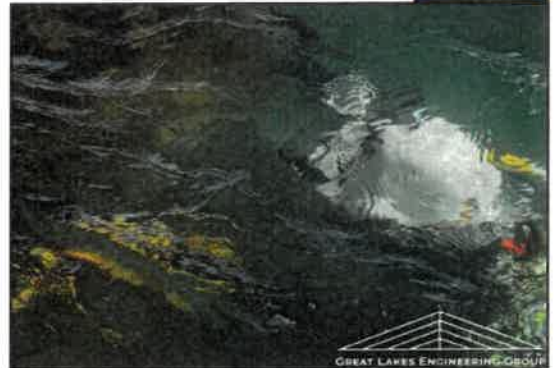
1. **Bridge File Review:** During this phase, the inspection will be assigned to the Consultant Team Leader. GLEG will review the current bridge files including the most recent Bridge Safety Inspection Report (BSIR), Underwater Inspection Report (SIA #92-B), Scour Plan of Action (if applicable), as-built plans, stream cross section reports, and photographs. GLEG is very familiar with MDOT MiBRIDGE and is registered with MDOT to complete the MDOT Underwater Inspection Reports (MDOT SIA #92-B) through our prequalification in Underwater Bridge Safety Inspections. A major component of the file review is becoming familiar the specific project site and its structure type. As part of the file review the Dive Team will familiarize themselves with the specific project site, identify access constraints, and assess whether the waterway has commercial and/or recreational boat traffic concerns. The Dive Team Leader and Dive Supervisor will begin to fill out a "Dive Operations Plan" during this phase of work.
2. **USCG Permit / Coordination:** The inspections will not require advance approval and permitting from the United States Coast Guard (USCG) in order to perform the underwater bridge inspections.

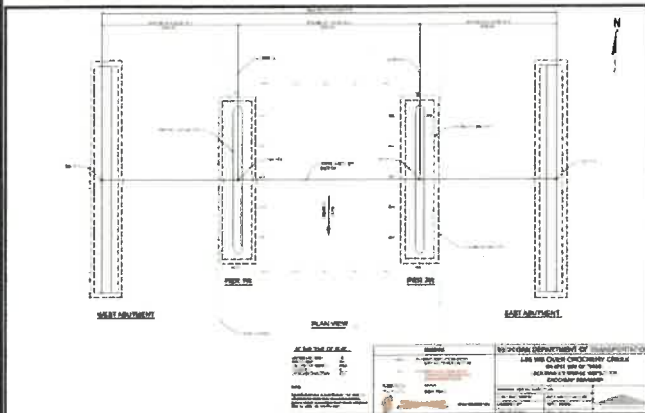


3. **Site Inspection:** The underwater inspections will be performed by a minimum three person (3) qualified inspection team per MIOASHA, ADCI, and 23 CFR 650.309. The inspection will be conducted using commercial surface-supplied air diving equipment. A Level I inspection (close visual and tactile examination) on 100% of the submerged substructure units will be performed, with a Level II inspection (limited cleaning of submerged elements) performed on 10% of each of the submerged substructure units to assess the condition of the substructure below any marine growth. Deficiencies such as footing exposure, undermining, scour, submerged debris, spalls, scaling, cracking, and loss of section will be noted and recorded. All findings observed by the diver(s) are discussed and recorded via wired communications from the diver(s) underwater to the Dive Team Leader topside. Notes taken during the inspection are reviewed and confirmed by the diver(s) post-dive. Sketches and field notes are taken on pre-drafted substructure templates. Photographs and video (if visibility allows) will be taken to support any findings and deficiencies. Topographical examination of the stream bed, in and around the substructure, will be completed along with upstream and downstream channel cross sections. Channel cross section reports will be performed according to MDOT Hydraulics Unit.

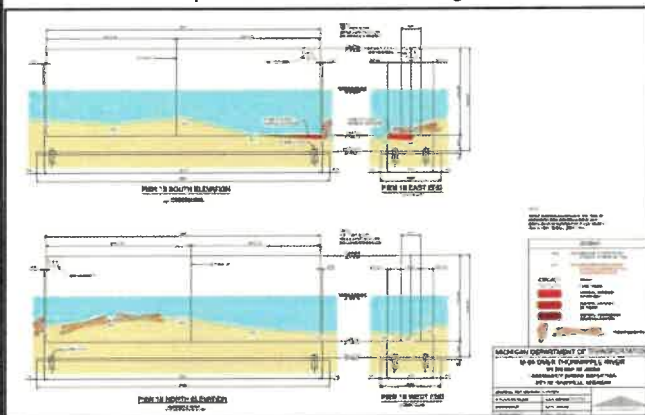
4. **Report:** The quality of a completed inspection report reflects the quality and depth of the actual inspection. report will have coherent content, and utilize the consistent language set forth in the NBI manuals. The following documents/ reports will be completed by GLEG;

- MDOT Routine Bridge Inspection Report (BSIR), Underwater Inspection Report (SIA #92-B)
- MDOT Underwater Inspection Report Checklist
- Work Recommendations
- Structure Photo Log
- Channel Cross Section Report
- Request for Action Report (RFA) (*if needed*)
- Comprehensive underwater bridge inspection report including condition assessments and detailed descriptions of all substructure elements below the water-line. The following NBIS and MDOT condition ratings / coding's will be given recommended ratings / coding's as part of the Underwater Inspection;





Example Substructure Sounding Plan



Example Substructure Elevation Drawing

PRELIMINARY WORK

Bridge File Review
Safety Plan
Dive Risk Assessment
Prepare Field Sketches

INSPECTION

Channel Cross Sections & Sounding
Sonar Imaging (if applicable)
Dive Safety Brief
Dive Operations & Inspection
Dive Debrief & Field Notes Review

REPORTING

Sounding Plans
Draft Report
MiBridge Entry
Report Review
Final Report Uploaded to MiBridge

Work Plan

1. BSIR Item #17 (Scour Inspection).
2. SIA #60 (Substructure).
3. SIA #61 (Channel).
4. SIA #71 (Waterway Adequacy).
5. SIA #111 (Navigation Protection).
6. SIA #113 (Scour Criticality).
7. SNBI B.C.15 (Underwater Inspection Condition).

Comprehensive underwater inspection reports will contain a written description of the submerged substructure condition for the structure, along with any deficiencies found at the site below the waterline and just above the waterline. Written descriptions will be supported by photographs, video if visibility allows, and CAD drawings. Reports will contain the date of inspection, structure number, location and name of waterway, water temperature, current velocity, depth of turbidity, streambed material, condition of scour countermeasures (if present), and extent of marine growth on substructure elements.

The format of the comprehensive underwater inspection report will be as follows:

- A. Cover
- B. Table of Contents
- C. Executive Summary
- D. Inspection Procedures
- E. Field Inspection Findings & Recommendations
- F. Substructure Sounding Plan
- G. Substructure Elevation Drawings
- H. Channel Cross Section Report
- I. Photo Log
- J. Appendix

GLEG understands that the detailed information and reports we provide may be used for design of structural repair projects or scour mitigation projects. To minimize redundancy, the sounding plans and substructure elevation drawings will be drafted utilizing MicroStation. The .dgn files will be transferred to the client upon request for their use in design. The final deliverables will consist of electronic copies of the report and cross sections uploaded to MiBRIDGE "Documents" tab for the structures inspected.



Safety Program: There are inherent risks associated with performing underwater bridge inspections. GLEG's dive program successfully passed ADCI's diving contractor audit in 2023 (5 year audit term). To further mitigate these risks and assure the safety of our inspectors, GLEG has developed, utilizes, and maintains a Dive Operations Safe Practices Manual. The manual contains chapters that specifically identify Pre-Dive, During-Dive, and Post-Dive activities in order to maintain safe dive operations. This manual is on-site during all dive operations and is referenced for prior to every dive. Areas of the Safe Practices Manual are as follows:

- **Dive Operations Plan** - This pre-dive plan is filled out by the Dive Team Leader and/or Dive Safety Supervisor, and is reviewed with the entire dive team prior to the dive. It identifies job specific equipment; anticipated conditions; dive plan and procedures (points of contact, scope of work, governing regulations, special site conditions, and site-specific hazard analysis); risk assessment; and emergency information (nearest hospital location, phone number, nearest hyperbaric chamber location, local emergency notification numbers, and nearest rescue center).
- **Certifications/Credentials** - This contains all current NHI/FHWA certificates of training, ADCI certification cards for divers and team members; current Medical Certifications for divers; current First Aid/CPR cards for all dive team members.
- **Dive and Equipment Checklists and Dive Logs** - The checklists are performed and reviewed by the entire dive team pre-dive to ensure the presence and proper working function of dive equipment, rigging, vessels, and emergency safety equipment and devices. Dive logs are recorded during each dive and serve as documentation of all dive and inspection related activities.
- **Dive Standards and References** - OSHA 29CFR Part 1910, subpart T-Commercial Diving; MIOSHA Part 504, Diving Operations; ANSI/ACDE-01-2015 Commercial Diver Training-Minimum Standard; ADCI International Consensus Standards for Commercial Diving and Underwater Operations; U.S. Navy Diving Manual—Revision 7; USCG 46 CFR 197.200-197.488, Marine Occupational Safety and Health Standards.

Location of Service:

The GLEG Underwater Bridge Inspection team is a Michigan based team, our equipment and personnel are permanently located in Michigan, making us ideally situated for this project. We are proud to support and employ Michigan citizens and United States Military Veterans on our Underwater Bridge Inspection Team. GLEG will be coordinating the project out of our Lansing, Michigan office location and our Underwater Bridge Inspection Team will mobilize out of our auxiliary location located approximately 15 minutes west of Lansing, Michigan. GLEG's Underwater Bridge Inspection Team is ideally located for this project.





Matt Davis, QTL will serve as the Dive Team Leader/Dive Inspector/Consultant Qualified Team Leader. Matt maintains MDOT Qualified Team Leader status and has successfully completed NHI course #130055, "Safety Inspection of In-Service Bridges"; NHI course #130053, "Bridge Inspection Refresher Training"; and NHI course #130091, "Underwater Bridge Inspection". Matt has served as Dive Team Leader and Dive Inspector for numerous underwater bridge inspections, scour investigations, and emergency scour repair projects. He has gained extensive diving, and bridge inspection knowledge over the past 14 years and is extremely familiar with the equipment used in performing dives and dive inspections. Matt has 14 over years of experience in diving operations, bridge inspection, bridge construction/repair, and written report preparation. He is familiar with MIOSHA and OSHA standards for Commercial Diving Operations, USCG regulations, and maintains current CPR/AED, First Aid training, and Oxygen Provider training. Matt is certified as a commercial diver through the Association of Diving Contractors International (ADCI). Matt will be responsible for ensuring the overall scheduling and completion of the inspection along with preparation of the various underwater inspection reports. Matt meets the requirements for; Team Leader per MiSIM Section 1.05.02; and Underwater Dive Inspector per 23 CFR 650.309 Qualification of Personnel.

Ben Gyger will serve as Dive Supervisor/Dive Inspector. Ben served in the United States Navy for over 23 years as a Navy Diver, Dive Supervisor, Master Training Specialist, and Quality Assurance Officer before joining GLEG. Ben conducted and managed dive operations throughout the world during his naval career and has trained numerous Navy divers including Navy Seals. Ben is extremely familiar with the equipment used in the commercial dive environment including operational and emergency procedures, and maintains current CPR/AED, First Aid training, and Oxygen Provider training. Ben is certified as an Air Diving Supervisor through the Association of Diving Contractors International (ADCI) in addition to his previous dive experience. Ben has successfully completed NHI course #130091, "Underwater Bridge Inspection" and meets the requirements for Underwater Dive Inspector per 23 CFR 650.309 Qualification of Personnel.

Craig Schoenith will serve as a Dive Inspector. Craig brings over 6 years of commercial dive and inspection experience to the underwater inspection team. Prior to joining GLEG, Craig worked as a diver on numerous underwater projects including potable water inspections/cleaning/repair, dam inspections/repair, and off-shore mariculture inspection/repair. Craig is extremely familiar with the equipment used in the commercial dive environment including operational and emergency procedures, and maintains current CPR/AED, First Aid training, and Oxygen Provider training. Craig is certified as a commercial diver/tender through the Association of Diving Contractors International (ADCI). Craig has successfully completed NHI course #130055, "Safety Inspection of In-Service Bridges"; NHI course #130091, "Underwater Bridge Inspection" and meets the requirements for Underwater Dive Inspector per 23 CFR 650.309 Qualification of Personnel.

Eric Rickert, P.E., QTL GLEG's Bridge Division Manager will serve as a Technical Advisor. He will assist the dive team with any bridge safety inspection issues as needed. Over the past 25 years, Eric has conducted and managed bridge safety inspections across Michigan. Eric is well versed in the bridge inspection requirements as outlined in the MiSIM, BIRM, MBE, and FHWA and MDOT guidelines. Eric maintains MDOT Qualified Team Leader status and has successfully completed NHI course #130055, "Safety Inspection of In-Service Bridges"; NHI course #130053, "Bridge Inspection Refresher Training"; and NHI course #130091, "Underwater Bridge Inspection".



Service: Underwater Bridge Inspection; 56 bridges throughout the Grand Region, MDOT
Timeframe: 2023-2025
Contact: Chad Roberts, P.E. 616.450.8078 (MDOT Grand Region)
Project Description: Ongoing contract for As-Needed Underwater Bridge Inspection for 45 bridges throughout the MDOT Grand Region. Performing underwater inspection using surface supplied air equipment, physically examine (Level I) the condition of the structures' underwater components and just above the waterline. The inspections performed according to NBIS and included topographical examination of the stream bed in and around the substructure elements. A Level II intensity inspection on 10% of the inspected area. Hydrographic surveys were also performed to further identify scour in and around the substructure units.
Key Personnel: Matt Davis, Ben Gyger, Craig Schoenith, Eric Rickert

Service: Underwater Bridge Inspection; International Bridge, Sault Ste Marie, MI
Timeframe: 2024
Contact: Karl Hansen, P.E. 906.635.5255 ext. 135 (International Bridge Administration)
Project Description: Underwater Bridge Inspection of 15 piers and their submerged appurtenances and surroundings at the Sault Ste. Marie International Bridge. Performed underwater inspection using surface supplied air equipment, physically examined (Level I) the condition of the structures' underwater components and just above the waterline. The inspections were performed according to NBIS and Canadian Standards and included topographical examination of the stream bed in and around the substructure elements. A Level II intensity inspection was performed on 10% of the inspected area. Hydrographic surveys were also performed to further identify scour in and around the substructure units.
Key Personnel: Matt Davis, Ben Gyger, Craig Schoenith, Eric Rickert

Service: Underwater Bridge Inspection; Grosse Ile Toll Bridge, Riverview, MI
Timeframe: 2024
Contact: Mark Helinski, P.E. 517.381.1772 (Hardesty & Hanover)
Project Description: Underwater Bridge Inspection of Grosse Ile Toll Bridge located in Riverview, MI. Performed underwater inspection using surface supplied equipment, physically examined (Level I) the condition of the structures' underwater components and just above the waterline. The inspections were performed according to NBIS and included topographical examination of the stream bed in and around the substructure elements. A Level II intensity inspection was performed on 10% of the inspected area. Hydrographic surveys were also performed using innovative technology to further identify scour in and around the substructure units.
Key Personnel: Matt Davis, Ben Gyger, Craig Schoenith, Eric Rickert



Service:	Underwater Bridge Inspection; Wayne County, MI
Timeframe:	2020-2025
Contact:	Cheryl Smith, 734.858.1877 (Wayne County, MI)
Project Description:	Ongoing contract for Underwater Bridge Inspection for numerous bridges and other structures located throughout Wayne County. Performed underwater inspection using surface supplied air equipment underwater breathing equipment, physically examined (Level I) the condition of the structures' underwater components and just above the waterline. The inspections were performed according to NBIS and included topographical examination of the stream bed in and around the substructure elements. A Level II intensity inspection was performed on 10% of the inspected area. Sidescan and downscan SONAR were also used to further identify scour in and around the substructure units.
Key Personnel:	Matt Davis, Ben Gyger, Craig Schoenith, Eric Rickert
Service:	Underwater Bridge Inspection; 4 bridges in the City of St Clair Shores, MI
Timeframe:	2024
Contact:	Kevin Zauel, P.E. 586.726.1234 (Anderson, Eckstein & Westrick, Inc.)
Project Description:	Contract for Underwater Bridge Inspection of 4 bridges owned by the City of St Clair Shores, MI. Performed underwater inspection using underwater surface supplied equipment, physically examined (Level I) the condition of the structures' underwater components and just above the waterline. The inspections were performed according to NBIS and included topographical examination of the stream bed in and around the substructure elements. A Level II intensity inspection was performed on 10% of the inspected area. Inspection of deck bottom surface and superstructure components also completed. Hydrographic surveys were also performed using innovative technology to further identify scour in and around the substructure units.
Key Personnel:	Matt Davis, Ben Gyger, Craig Schoenith, Eric Rickert
Service:	Channel Cross Sections, Other Special Inspections; University Region, MDOT
Timeframe:	2024
Contact:	Dale Allen, P.E. 517.257.8015 (MDOT University Region)
Project Description:	Performed Channel Cross Sections and Other Special Inspections to verify level of footing exposure and streambed migration at various structures in the MDOT University Region. The inspections were performed according to NBIS and included topographical examination of the stream bed in and around the substructure units. Hydrographic surveys were also performed using innovative technology to further identify scour in and around the substructure units.
Key Personnel:	Matt Davis, Ben Gyger, Craig Schoenith



Responsibility of Owners Representative

Anderson, Eckstein & Westrick, Inc. (AEW) shall assist with any coordination needs regarding the Underwater Inspections (if needed), and also furnish any relevant information (plans, previous reports, etc.) needed in order to perform the underwater inspection if the information is not available through the MiBRIDGE application. AEW shall also assist in having the underwater inspections assigned to the GLEG Consultant Team Leader through the MDOT MiBRIDGE application.

Project Schedule

Great Lakes Engineering Group will perform the underwater inspections by September 30, 2025. When the inspection is conducted within September of 2025 is largely dependent on site specific weather and water conditions.

The Dive Team Leader will communicate with Levon Arakelov and Kevin Zauel (AEW) pertaining to when the inspections will be performed within September 2025. The MDOT Bridge Safety Inspection Reports (BSIR) and Underwater Inspection Reports (SIA #92-B) will be entered into MiBRIDGE within 30 days of the field inspections. The comprehensive underwater reports will be completed within 90 days of the field inspections, and will be uploaded to MiBRIDGE documents tab for each specific structure.

Fees

Underwater Inspection of STR 10250—Channelsyde Dr over Canal (Parallel to M-29), STR 10251—Roselawn Court over Canal (Parallel to M-29).

Great Lakes Engineering Group, LLC will perform the Underwater Bridge Inspection Services for the structures listed in this proposal for a total Fixed-Price amount of **\$9,000.⁰⁰**.

For the scope of work identified in this proposal, all costs listed in this proposal are "Lump Sum" costs.

Acceptance

If this proposal is acceptable, a signature below will serve as our authorization to proceed with the work as outlined within this proposal.

Proposed by:
Great Lakes Engineering Group, LLC

Accepted By:
Anderson, Eckstein & Westrick, Inc.

Matthew B. Davis
Dive Team Leader

Levon Arakelov, PE
Senior Bridge Engineer



Business of the Algonac City Council

Agenda Statement

Item Title: **To approve installation of Blue Safety Mesh Cover at Algonac Community Pool: \$18,500.**

Submitted by: Joe Vernier, DPW Foreman

Summary

A blue safety mesh cover is a durable, lightweight cover primarily used for inground swimming pools during the off-season. The material is designed to prevent accidental entry by children or pets while allowing rainwater to pass through. The fine, porous mesh weave allows rain and snowmelt to drain directly into the pool. This prevents standing water and large, heavy puddles from forming on top, a common issue with traditional solid pool covers. With no standing water, there is no need to pump off the cover after a storm, making spring cleanup easier. Debris like leaves and twigs are screened out by the mesh.

Compared to solid covers, mesh covers are significantly lighter, making them easier to install, remove, and store.

The contractor who built the pool, Advanced Pool Services, Inc., will supply and install the cover.

Suggested Action

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve invoice from Advanced Pool Services, Inc., whose address is 1220 N. Milford Rd., Highland, MI 48357 for Blue Safety Mesh Cover at Algonac Community Pool in the amount of \$18,500.00.

APPROVED/Denied

Advanced Pool Services, Inc.

(248) 889-8846 Fax (248) 889-8848

Mailing/Billing
PO Box 233
Milford, MI 48381

Office/Shipping
1220 N. Milford Rd
Highland, MI 48357

PROPOSAL

Proposal submitted to:

August 20, 2025

City of Algonac Pool
1833 Michigan St.
Algonac, MI 48001

We hereby propose to furnish all materials and perform all the labor as outlined below for the completion of:

- 1.) Supply and install Blue Safety Mesh Cover (Includes cost of manufacturer to measure and install)**

COST: \$18,500.00

Payment to be made as follows:

50% Down 50% At completion

Any alteration from the above specifications involving extra costs shall be executed only upon written orders and will become an extra charge above and beyond the quoted price. All agreements contingent upon strikes, accidents or delays beyond our control, such as weather; which in our opinion would be detrimental to the finished product.

Respectfully submitted by: Accepted By: _____ Date: _____

Adam Paulsen



Business of the Algonac City Council

Agenda Statement

Item Title: To approve Special Event Permit for Red Barn Country Fest & SXS Ride on September 27, 2025.

Submitted by: Denice A. Gerstenberg, City Manager

Summary

Attached is a Special Events Permit Application submitted by Youth for the Future for the Red Barn Country Fest & SXS Ride on Saturday, September 27, 2025. The Red Barn Country Fest will be held at Smith Recreation Park at 6:00 p.m. The side by side (SXS) Ride will begin at 10:00 a.m. and will travel to various stops in Algonac and Harsens Island.

This is the first event of this kind. The Country Fest will feature live country music, drinks, food vendors and outdoor games.

The permit application has been received and has been approved by administration, pending certificate of insurance. The safety and security plan has been reviewed and approval by the St. Clair County Sheriff.

Suggested Action: (No Roll Call required)

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve the Special Events permit from Youth for the Future for Red Barn Country Fest at Smith Recreation Park and SXS Ride on Saturday, September 27, 2025, pending certificate of insurance.

APPROVED/Denied

City of Algonac

Special Events Permit




805 St. Clair River Drive, PO Box 454,
Algonac, MI 48001
810-794-9361. cityofalgonac.org

2114 Summer St

1. **NAME, DESCRIPTION, DATE(S) & TIME(S) OF EVENT** Red Barn Country Fest & SXS Ride
9/27/25 - SXS Ride starts at 10 A.M. - Country Fest starts at 6 P.M>
2. **Sponsor Organization**
Name Youth for the Future Street Address 587 Market
City Algonac State MI Zip Code 48001 Cell Phone (586) 718-3414
Email Address youthforthefuture@yahoo.com
3. **Event Chair/Point of Contact**
Name Jacob Skarbek Street Address _____
City Algonac State MI Zip Code 48001 Cell Phone (586) 718-3414
Email Address jacobskarbek@icloud.com
4. **Attach boundary map for event. For multi-day events, include map with dates & times for each event. Note location(s) of sanitation facilities.**
5. **Attach a Safety & Security Plan. Note ingress and egress points, proposed traffic controls & road closures. Note how site(s) will be secured so unauthorized vehicles cannot access the event(s).** Jacob
6. **Who will ensure the event site is clean & restored back to original condition immediately after event?** Skarbek
7. **Explain any rate, fee, or charge to be paid or any donation made by anyone participating in or attending the event(s), i.e., entry fees, ticket fees, vendor fees.** \$50 P/P SXS Rider - \$15 Country Fest

8. **Provide a statement of the benefit of this activity to the public, and the reasons for the activity.**
Raise money for non profits to be able to give scholarships, donations and community service.
9. **CITY COUNCIL AND/OR LIQUOR CONTROL COMMISSION MUST APPROVE CONSUMPTION OF ALCOHOLIC BEVERAGES ON CITY PROPERTY. WILL THERE BY ALCOHOLIC BEVERAGES?** Yes

10. Sponsor Requirements (initial each box)

-  Contact MISSDIG at least one (1) week prior to event at 800-482-7171 or www.missdig.org if stakes will be installed on city property.
-  Coordinate placement of portable toilets with DPW at 810-794-5451 or dpw@cityofalgonac.org.
-  have reviewed City Ordinance Chapter 4 "Amusement and Entertainments", Article III "Special Events".

11. REQUIRED DOCUMENTS

- ☐ The application for a permit shall be filed *not less than 90 days prior* to the starting date of the event.
- ☐ *If requested by city*, a surety bond or letter of credit.
- ☐ Safety & Security Plan(s).
- ☐ Boundary Map(s).
- ☐ Certificate of Insurance (*provided no later than forty-five (45) days before the starting date of the event*), which includes the following language: "The City of Algonac, including all elected and appointed officials, all employees and volunteers, boards, commissions, and/or authorities and their board members, against any and all liability for damage to property and insuring the city against any and all liability for personal injury or death as a result of the activity, event or use, or participation in or attendance at the activity, event or use. Certification will indemnify the city for, hold it harmless from and defend it against all claims, lawsuits or other liability arising from or because of the activity, event or use; additional insured applies only with written contract".

*** Permit pending Insurance ***

- ☐ List of Vendors. A list of all vendors participating in the event shall be submitted to the city for review no later than seven days before the event. If requested, the permit holder shall provide to the city the original application for each vendor as required in Chapter 40. Upon final review by law enforcement, a blanket permit may be issued covering the vendors in compliance with the provisions of Chapter 40. It shall be the responsibility of the applicant to ensure any of its preferred vendors have applied for and been issued temporary business license pursuant to Chapter 40.

****Special Events permits are issued to foster a sense of community, boost local economy by attracting tourism, enhance the city's identity and image, provide entertainment and cultural experience for residents, and generally create a more vibrant community atmosphere. Any concerns or issues that the event organizer has should be discussed with the city of Algonac. The City expects that the event organizer and all event staff members will display respect and civility when posting event-related comments or information on social media. Failure to do so may cause the special event permit to be revoked.**

12. SIGNATURE REQUIRED

I understand the city shall be reimbursed for city expenses incurred for the special event and agree to pay the appropriate fees. *I understand that if the city needs to clean up after the event, I will reimburse the city for the costs of city employees plus administrative fee of 15 percent.* I further understand that the City may revoke this permit at any time in the event of an emergency or violation of the Special Event ordinance or permit conditions, undue burden on public services, or concern that the health and safety of the public and/or property is at risk or that it appears that continuation of the event is unlawful. I certify that I am authorized on behalf of the sponsor organization to make application to the city for this Special Event.

Event Chair/Point of Contact Signature: ^{Authentisign} Jacob Skarbek Date: 09/10/25

FOR CITY USE ONLY

Date Application Received: _____ 30-Day Deadline to Respond: _____
 Conflicting Event on Date of Proposed Event? _____
 Permits Required: _____

APPROVALS

1. Safety & Security Plan(s) Approval:

	Signature	Date
St. Clair County Sheriff	<u>Capt. Tom</u>	<u>9-11-25</u>
Fire Department	<u>[Signature]</u>	<u>9-11-25</u>
Department of Public Works		
City Manager	<u>Daniel Wertenberg</u>	<u>9-11-25</u>

2. Boundary Map (s)
3. Insurance Certificate
4. City Council Date of Approval for Event(s) & Liquor, if applicable: _____

☐ Ready to issue.

A comprehensive list of all peddlers, transient merchants and vendors participating in the event shall be submitted to the city for review no later than seven days before the event.

Due Date: _____

CITY USE ONLY: Permit Number: _____ Date Issued: _____



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Mailing Address: P.O. Box 30005, Lansing, MI 48909
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

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

Special License Application

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 1 - Applicant Organization Information

Applicant organization name: Algonac Lions Charities		
Applicant address: 1905 Mill St.		
City: Algonac		Zip Code: 48001
Contact name: Don Matzka	Phone: (864) 483-9935	Email: donmatzka@gmail.com
Alternate contact name: Jerry Pawelski	Phone: (810) 335-0981	Email: jerryblueknight96@gmail.com

1. Has the applicant organization previously received a Special License? ☒ Yes ☐ No
Michigan organizations must provide current articles of incorporation filed with Michigan Corporations Division.
Out-of-state organizations must provide: (a) current articles of incorporation from state of issuance; (b) current certificate of good standing from state of incorporation; and (c) current Certificate of Authority to Transact Business in Michigan issued by the Michigan Corporations Division.

2. Has the applicant organization been established for one (1) year or longer? ☒ Yes ☐ No
 Date the applicant organization was established (month/day/year): 5/1/1940

3. Is the applicant organization a municipality? ☐ Yes ☒ No

Leave Blank - MLCC Use Only

Part 2 - Event Information - For requests at more than one location, submit separate forms for each location.

Address of event location: Smith Park - 407 Clay St.	
City, township, or village where event will be held: Algonac	County: St. Clair

1. Will you submit your completed application at least ten (10) business days before your event?
It is strongly recommended that you submit the application as soon as you know the date of your event(s). ☒ Yes ☐ No

2. Do you have permission from the property owner of the location listed above to hold your event(s) on the date(s) listed below (see pages 2-3) at this location? ☒ Yes ☐ No

3. Has the local law enforcement agency with primary jurisdiction over the event location approved this application for a Special License? (See Part 5 on Page 5) ☒ Yes ☐ No

4. Is the event location within 500 feet of a church or school?
 If Yes, the church or school must consent to the event(s). (See Part 6 on Page 5) ☒ Yes ☐ No

5. Is the event location outdoors or partially outdoors? ☒ Yes ☐ No
 If Yes, list the exact dimensions of the outdoor area:
Submit a clear diagram of the outdoor service area with your application form.

130

feet X

350

feet =

45,500

square feet

Width
Length

Describe type and height of the barrier that will be used to enclose the outdoor area:
 6 FT chain link fencing around entire area to ensure people from removing beverages from the area.
 Members patrol area the entire time.

6. Describe type of security that will be used for event(s) and how it will be utilized to secure and monitor to prevent sales to minors and visibly intoxicated persons:
 Algonac Lions member patrol entire area. St. Clair County Sheriff's also patrol. Members check I.D.'s prior to entry.

7. Is the event location situated in or on state owned land, such as a state park or National Guard armory? If Yes, attach a copy of your documentary proof of approval to use the state owned land.	<input type="radio"/> Yes <input checked="" type="radio"/> No
8. Is there an existing liquor licensee issued at the event location, such as a Class C or Club license? If Yes, the existing licensee must request to place its license in escrow during the event(s). (See Part 7 on Page 5)	<input type="radio"/> Yes <input checked="" type="radio"/> No
9. Will the event(s) involve an auction of donated wine? If Yes, please check "Wine Auction" for the applicable event date(s) on pages 2-3. Only donated wine may be auctioned under a Special License; beer and spirits cannot be auctioned. If you request a Special License for on-premises consumption <u>AND</u> for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.	<input type="radio"/> Yes <input checked="" type="radio"/> No
10. Will marijuana be sold and consumed under a Temporary Marihuana Event License issued by the Cannabis Regulatory Agency (CRA) within the proposed event area where alcoholic liquor will be sold and consumed?	<input type="radio"/> Yes <input checked="" type="radio"/> No
11. Is the event location within the commons area of a Social District? If Yes, you must obtain written documentation from the local governmental unit, including a clear diagram, that delineates the part of the commons area of the Social District to be used exclusively for your event and the part to be used exclusively by the Social District permittees during the time period for your event pursuant to <u>MCL 436.1551(3)</u> . Submit the documentation and the diagram with this application.	<input type="radio"/> Yes <input checked="" type="radio"/> No

12. The applicant organization may request up to twelve (12) Special Licenses total (one Special License per day) in a calendar year. Please complete the information below **for each individual date** for which you are requesting a Special License at this location. **If you are requesting Special Licenses for consecutive days, completely fill out a separate box for each date. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

1	9/27/25	Describe event being held:					
	Date	Beer tent to compliment Red Barn Country Fest.					
	4 P.M. 12 A.M.	Special License will be used for:	<input type="checkbox"/> Beer & Wine Service	<input checked="" type="checkbox"/> Beer, Wine, & Spirit Service	<input type="checkbox"/> Wine Auction		
	Start Time End Time	Is this date a Sunday?	<input type="radio"/> Yes <input checked="" type="radio"/> No	If Yes, will alcohol be served between 7:00AM and 12:00 Noon?		<input type="radio"/> Yes <input type="radio"/> No	
2	Date	Describe event being held:					
	Special License will be used for:	<input type="checkbox"/> Beer & Wine Service	<input type="checkbox"/> Beer, Wine, & Spirit Service	<input type="checkbox"/> Wine Auction			
	Start Time End Time	Is this date a Sunday?	<input type="radio"/> Yes <input type="radio"/> No	If Yes, will alcohol be served between 7:00AM and 12:00 Noon?		<input type="radio"/> Yes <input type="radio"/> No	
3	Date	Describe event being held:					
	Special License will be used for:	<input type="checkbox"/> Beer & Wine Service	<input type="checkbox"/> Beer, Wine, & Spirit Service	<input type="checkbox"/> Wine Auction			
	Start Time End Time	Is this date a Sunday?	<input type="radio"/> Yes <input type="radio"/> No	If Yes, will alcohol be served between 7:00AM and 12:00 Noon?		<input type="radio"/> Yes <input type="radio"/> No	
4	Date	Describe event being held:					
	Special License will be used for:	<input type="checkbox"/> Beer & Wine Service	<input type="checkbox"/> Beer, Wine, & Spirit Service	<input type="checkbox"/> Wine Auction			
	Start Time End Time	Is this date a Sunday?	<input type="radio"/> Yes <input type="radio"/> No	If Yes, will alcohol be served between 7:00AM and 12:00 Noon?		<input type="radio"/> Yes <input type="radio"/> No	
5	Date	Describe event being held:					
	Special License will be used for:	<input type="checkbox"/> Beer & Wine Service	<input type="checkbox"/> Beer, Wine, & Spirit Service	<input type="checkbox"/> Wine Auction			
	Start Time End Time	Is this date a Sunday?	<input type="radio"/> Yes <input type="radio"/> No	If Yes, will alcohol be served between 7:00AM and 12:00 Noon?		<input type="radio"/> Yes <input type="radio"/> No	
6	Date	Describe event being held:					
	Special License will be used for:	<input type="checkbox"/> Beer & Wine Service	<input type="checkbox"/> Beer, Wine, & Spirit Service	<input type="checkbox"/> Wine Auction			
	Start Time End Time	Is this date a Sunday?	<input type="radio"/> Yes <input type="radio"/> No	If Yes, will alcohol be served between 7:00AM and 12:00 Noon?		<input type="radio"/> Yes <input type="radio"/> No	

12. Special license date information Continued from Page 2.

7	Date		Describe event being held:	
	Special License will be used for:		<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

8	Date		Describe event being held:	
	Special License will be used for:		<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

LCC-110 (01-23)

9	Date		Describe event being held:	
	Special License will be used for:		<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

10	Date		Describe event being held:	
	Special License will be used for:		<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

11	Date		Describe event being held:	
	Special License will be used for:		<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

12	Date		Describe event being held:	
	Special License will be used for:		<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
	Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 3 - Special License Fees - Complete the Special License fee calculation on Page 4

For Organizations established less than one year or are municipalities - a \$50.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$7.50 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

For Organizations established one year or more - a \$25.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$3.75 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

The fees must be paid by check, bank or postal money order, or by credit card, using the attached Credit Card Authorization Form (LCC-300). Checks and money orders should be made payable to **State of Michigan**.

Part 3 Continued - Special License Fees Calculation

Special License Base Fee: <i>(per Special License requested)</i>		If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses. Make checks payable to: State of Michigan	Leave Blank - MLCC Use Only
x Number of Special Licenses:			
= Special License Fees: <i>MLCC Fee Code: 4008</i>			
+ Sunday Sales Permit (P.M.) Fees: <i>MLCC Fee Code: 4032</i>			
+ Sunday Sales Permit (A.M.) Fee: <i>MLCC Fee Code: 4033</i>			
= TOTAL FEES DUE:			

Part 4 - Signatures of Applicant Organization's Officers, Witnesses, and Notary

Pursuant to administrative rule R 436.575, the president and secretary of the organization making application shall sign the application and the signatures shall be notarized. Political candidates only need to sign the president section and have it notarized.

By signing below the applicant organization's officers attest that:

We certify that all profits from the sale of beer, wine and/or spirits or from a wine auction will go to the applicant organization and not to any individual. We further certify that any license issued by the Michigan Liquor Control Commission is a contract subject to suspension or revocation by the Commission, that there shall be no liability on the part of the State of Michigan, the Commission, or any of its officers or employees by reason of such suspension or revocation, and that the granting of the license does not create a vested right.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

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

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

ANDREW J. GOULET ⁵⁸⁶ 8390695
 Print Name and Phone Number of President

Signature of President

9/3/25
 Date

Kelly Ingles Skarbek Kelly Ingles Skarbek
 Print Name of Notary Signature of Notary

9/3/25
 Date

Notary Public, State of Michigan, County of St. Clair

My commission expires July 19, 2027

Acting in the County of St. Clair
 KELLY INGLES SKARBK
 Notary Public, State of Michigan
 County of St. Clair
 My Commission Expires Jul. 19, 2027
 Acting in the County of St. Clair

Donald J. MATEKO ⁸⁶⁴ 9935
 Print Name and Phone Number of Secretary

Signature of Secretary

9/3/25
 Date

Kelly Ingles Skarbek Kelly Ingles Skarbek
 Print Name of Notary Signature of Notary

9/3/25
 Date

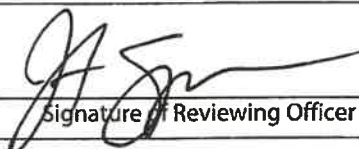
Notary Public, State of Michigan, County of St. Clair

My commission expires July 19, 2027

Acting in the County of St. Clair
 KELLY INGLES SKARBK
 Notary Public, State of Michigan
 County of St. Clair
 My Commission Expires Jul. 19, 2027
 Acting in the County of St. Clair


Part 5 - Local Law Enforcement Approval*

The local law enforcement agency with primary jurisdiction over the event location must complete this section.

Name of law enforcement agency: <u>St. Clair County Sheriff's Office</u>	
Name & title of reviewing officer: <u>Jim Spadabre, Undersheriff</u>	
Phone number of officer: <u>810 987-1712</u>	Email of officer: <u>NA</u>
If event will be held on a Sunday, is the sale of alcohol from 7:00am to 12:00 Noon on Sunday allowed in this local governmental unit? <input type="radio"/> Yes <input type="radio"/> No	
If the event will be held on a Sunday, is the sale of alcohol after 12:00 Noon on Sunday allowed in this local governmental unit? <input type="radio"/> Yes <input type="radio"/> No	
I certify that I have reviewed the application of the applicant organization for a Special License and approve the issuance of a Special License by the Michigan Liquor Control Commission at the proposed event location.	
<div style="display: flex; justify-content: space-between;"> <div>  Signature of Reviewing Officer </div> <div> <u>9/8/25</u> Date </div> </div>	

Part 6 - Church/School Consent (If Applicable)*

If the event location is located within 500 feet of a church or school, the applicant organization must obtain the consent of the church or school. A church or school within 500 feet of the event location may object based on such the sale of alcohol at the location adversely affecting the church or school's operations. If a proper objection is filed, the Commission shall hold a hearing to determine whether the granting of the application will adversely affect the operation of the church or school.

Name of church or school: <u>TRINITY UNITED METHODIST</u>	
Address of church or school: <u>425 SMITH ST</u>	
City: <u>ALGOMA</u>	Zip Code: <u>48001-1319</u>
Phone number: <u>615.300.1195</u>	Email: <u>DRINKDIGGS@GMAIL.COM</u>
Name of clergy member or superintendent: <u>REV. DR. RODNEY K. DIGGS</u>	
I, the authorized representative of the above named church or school, state that the church or school has no objection to the issuance of a Special License to the applicant organization at its proposed event location.	
<div style="display: flex; justify-content: space-between;"> <div>  Signature of Clergy Member or Superintendent </div> <div> <u>9-3-25</u> Date </div> </div>	

***Please note: the Commission has the sole and only right to approve or deny this request for a Special License.**

Part 7 - Existing On-Premises Licensee Escrow Request (If Applicable)

If the event location is currently licensed with an on-premises license, the licensee must request that its license be placed into escrow for the date(s) and time(s) of the Special Licenses issued for use at the event location requested on this application. If the existing license would prefer to temporarily drop space from its licensed premises, it must submit a letter to the Commission requesting to drop space temporarily from its licensed premises during the event date(s) and time(s), accompanied by a diagram showing the area where the license will temporarily drop space from its licensed premises to accommodate the applicant organization.

Name of licensee:	Business ID Number:
Type of license held at this location (e.g. Class C, Club, Tavern, etc.):	
Phone number:	Email:
Name of authorized signer for licensee:	
I, the authorized signer, for the above named on-premises licensee, request that the licensee's licenses at this location be placed into escrow during the date(s) and time(s) specified for the Special Licenses issued for use at this location.	
<div style="display: flex; justify-content: space-between;"> <div> Signature of Authorized Signer for Licensee </div> <div> Date </div> </div>	



Michigan Department of Licensing and Regulatory Affairs

Liquor Control Commission (MLCC)

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

Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC Use Only)

Certified Resolution of the Membership or Board of Directors Authorizing the Application for Special License

(Required under Administrative Rule R 436.576 - Not Required for Candidate Committee)

At a ☐ Regular ☒ Special meeting of the ☐ Membership ☐ Board of Directorscalled to order by President Andrew Goulet on 08/29/2025 at 2:50 PM
(Date) (Time)

the following resolution was offered:

Moved by Donald Matzka and supported by Wendy Drinkard-Wojtasthat the application from Algonac Lions Charities
(Name of Organization)for a Special License to serve alcohol on 9/27/25
(Event Date or Dates)to be located at 400 Clay, Algonac, MI. 48001
(Physical Address - Include Location Name, Street Address, City, State, & Zip Code)It is the consensus of this body that the application be RECOMMENDED for issuance.
(Recommended or Not Recommended)**Approval Vote Tally**Yeas: 12Nays: 0Absent: 1**Certification by Authorized Officer of Organization:**

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

☐ Membership ☒ Board of Directors at a ☐ Regular ☐ Special meeting held on 8-29-25
(Date)Andrew Goulet

Print Name & Title of Authorized Officer

Signature of Authorized Officer

9-2-25

Date



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Mailing Address: P.O. Box 30005, Lansing, MI 48909
 Toll-Free: 866-813-0011 - www.michigan.gov/lcc

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

Wine Auction Special License Wine Donation Record

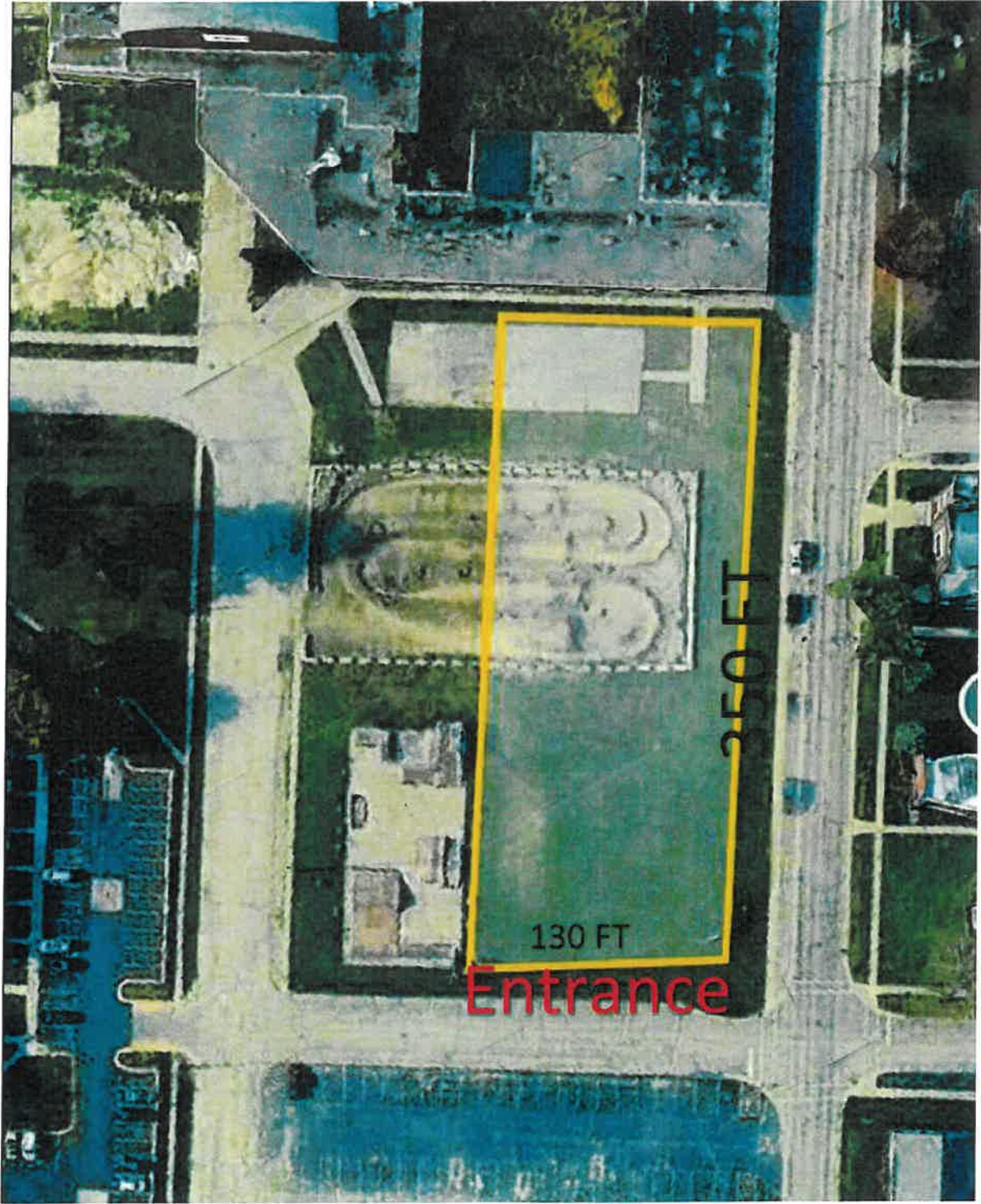
List the name and address of each person that has donated wine to the applicant organization for the wine auction and list the brand(s) and quantity donated. The applicant organization shall not accept donations of wine from a business licensed by the Michigan Liquor Control Commission. An authorized officer of the applicant organization must sign this donation record form.

Applicant organization:		Wine auction date:	
Donor Name	Donor Address	Wine Brand(s) Donated	Quantity Donated

Signature of Authorized Officer

I hereby certify that all persons listed above have donated wine to the applicant organization listed above for this wine auction, to be conducted pursuant to the Michigan Liquor Control Code, MCL 436.1527. The persons listed above have donated wine to the applicant organization as individuals and not for or on behalf of any retail or nonretail business licensed by the Michigan Liquor Control Commission.

 Print Name of Authorized Officer Signature of Authorized Officer Date



Red Barn Country Fest

Crowd Control Procedure

1. Objectives

Maintain the safety and comfort of all guests, performers, and staff.

Ensure orderly entry, participation, and exit.

Minimize risks related to overcrowding, alcohol service, and emergencies.

Protect event property and maintain a family-friendly, professional atmosphere.

2. Entry & Exit Management

Checkpoints:

Set up clearly marked entry/exit gates with fencing or barriers.

Ticket scanning and ID checks (for alcohol wristbands) take place here.

Staffing:

Minimum of 2 staff/security per gate during peak times.

Flow Control:

Use stanchions/ropes to create queuing lanes.

Emergency exits must remain unlocked and unobstructed.

Vehicle Access:

Separate entry point for side x side ride participants; staff direct vehicles away from pedestrian areas.

3. Crowd Flow Inside the Venue

Walkways:

Keep main aisles clear between stage, bar, seating, and yard games.

Capacity:

Monitor crowd density, especially near stage and dance floor.

If congestion occurs, staff should redirect guests to less crowded areas.

Dance Floor:

Limit maximum occupancy to prevent unsafe crowding.

Evacuation:

Identify primary and secondary evacuation routes.

Staff guide guests calmly toward exits if evacuation is necessary.

Disturbances:

Security de-escalates verbally first.

If needed, remove disruptive individuals discreetly through the nearest exit.

7. Special Considerations

Morning Side x Side Ride:

Staff direct riders to staging field.

Safety briefing before departure; ensure riders return before main festival gates open.

Weather Plan:

In case of severe weather, halt performances and guide guests to shelter or vehicles.

Lost & Found / Missing Persons:

Set up a central information booth for reporting lost items or people.

8. Post-Event Exit

Staggered Exit:

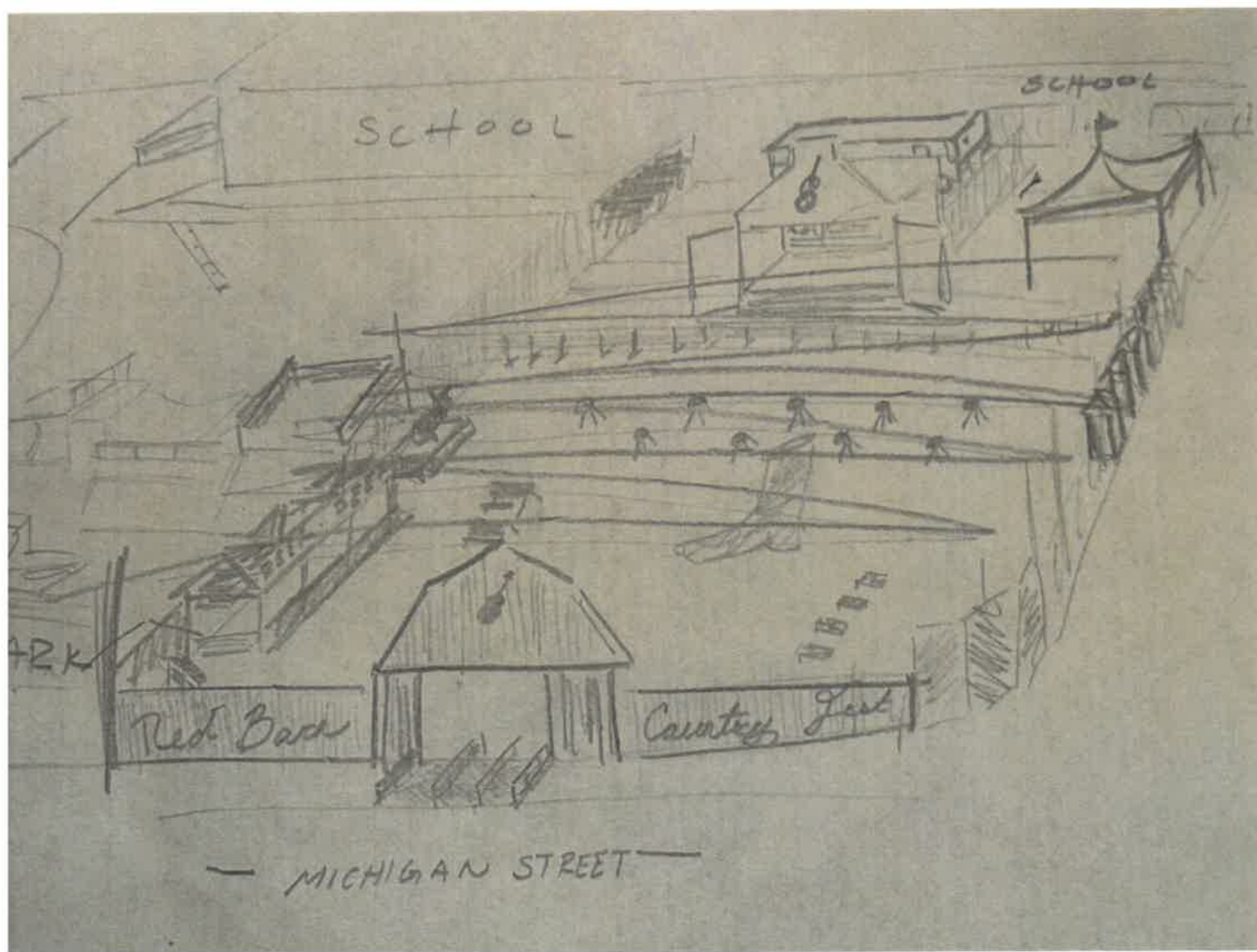
Encourage gradual dispersal with music and announcements after the last performance.

Traffic Management:

Staff direct vehicles leaving parking/field area.

Final Sweep:

Security/staff check stage, bar, and yard areas for lingering guests or issues.





FEATURING



DRINKS . LIVE MUSIC . OUT DOOR GAMES



SEPTEMBER
27 TH - 6 P.M.

407 CLAY ST. ALGONAC, MICHIGAN

586 . 718 . 3414

RED BARN

SXS RIDES

SEPT 27TH



SCAN TO REGISTER



ALGONAC - HARSENS ISLAND, MI
ARRIVE 10AM, START 11AM

\$50/PERSON - INCLUDES:
LUNCH, KOOZIE, FERRY
TICKET, RED BARN COUNTY
ENTRY & 2 DRINK TICKETS

STOPS INCLUDE:

SAN SOUCI BAR
BROWNS BAR & GRILL
WINNER'S CIRCLE
AJ'S SALT DOCKS
SNOOPY'S DOG HOUSE

PLEASE DO NOT DRINK AND DRIVE

FOR QUESTIONS PLEASE CONTACT (586) 719-7941

Route Directions:

Start: Smith Field (407 Clay St, Algonac)

Smith St → Fruit St → Island Dr

Take Ferry to Harsens Island

N Channel Dr → San Souci (Sans Souci Bar)

Krispin St → Middle Channel Dr → Brown's Bar

Return via Ferry to Mainland

Island Dr → Nook Rd → Field St →

Stone Rd → McKinley Rd

Shea Rd → Winner's Circle Saloon

McKinley Rd → Broadbridge Rd →

AJ's Salt Docks

Broadbridge Rd → McKinley Rd →

Stone Rd → Mill St → Algonac

Community Pool

Finish: Return to 407 Clay St, Algonac





Item No: 11k
Meeting: 9.16.2025

Business of the Algonac City Council

Agenda Statement

Item Title: To Accept City Manager Notice of Retirement.

Submitted by: Denice A. Gerstenberg, City Manager

Summary

Attached is the City Manager Notice of Retirement, effective November 27, 2025.

Per City Ordinance Sec. 5.4, resignations of appointive officers shall be made in writing to the appointing body and shall be acted upon immediately.

Forty-five (45) day notice is required per the City Manager Employment Contract.

The City Manager is providing 72-day notice.

Per City Ordinance Sec. 4.8, the Council shall appoint a City Manager within ninety (90) days after any vacancy exists in such position.

Suggested Action

MOVED BY:

SUPPORTED BY:

To accept City Manager Notice of Retirement effective November 27, 2025.

APPROVED/Denied

September 16, 2025

Mayor and City Council

City of Algonac
805 St. Clair River Drive
Algonac, MI 48001

Dear Mayor Gillis and Honorable Members of the City Council,

It is with a mixture of gratitude and regret that I submit my resignation and notice of retirement from my position as City Manager for the City of Algonac, effective November 27, 2025. This decision was not an easy one— but after over 34 years of government service, it's time to retire, spend time with family and pursue other interests.

Serving the city and working alongside such dedicated staff members has been both a privilege and a rewarding experience. Together, we have made significant strides toward improving our community, and I am proud of the progress we have achieved. I am grateful for the support and trust that the City Council and the residents of Algonac have placed in me during my tenure.

I remain fully committed to ensuring a smooth transition and will work with the Council to facilitate the process as needed.

Thank you once again for the opportunity to serve this community. I look forward to seeing Algonac continue to grow and thrive in the future.

Sincerely,

Denice Gerstenberg

Denice Gerstenberg
City Manager
City of Algonac



Item No: 12
Meeting: 9.16.2025

Business of the Algonac City Council

Agenda Statement

Item Title: To approve accounts payable and payroll in the amount of \$1,864,497.77.

Submitted by: Alysia Bugg, City Treasurer

Summary

Attached are the bills and payroll for City Council review.

Suggested Action:

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve accounts payable and payroll in the amount of \$1,864,497.77.

APPROVED/Denied

TO: ALGONAC CITY COUNCIL		9/16/2025		Item #12
FROM: Alysia Bugg, Treasurer				
	9/9/2025			
BANK ACCOUNT	DATES	CHECK NUMBERS	AMOUNT	TOTAL
AP	9/4/2025	53432-53434	\$ 10,956.65	
AP	9/8/2025	53435-53439	\$ 26,960.92	
AP	9/9/2025	53440-53471	\$ 364,122.21	
TAX	8/26/2025	6633-6636	\$ 4,260.96	
TAX	9/8/2025	6637-6639	\$ 1,357,657.06	
TAX	9/10/2025	6640-6643	\$ 30,641.99	
EFT	9/4/2025	404(E)	\$ 90.10	
EFT	9/8/2025	405(E)	\$ 1,299.25	
PAYROLL	DATES	CHECK NUMBERS	AMOUNT	\$ 1,795,989.14
Direct Deposits	8/29/2025	DD13724-DD13748	\$ 30,262.37	.
Checks	8/29/2025	32457	\$ 5,449.42	
EFT	8/29/2025	EFT #999	\$ 8,914.10	
EFT	8/28/2025	EFT #1000	\$ 12,269.41	
EFT	8/29/2025	EFT #1001	\$ 1,771.69	
EFT	9/3/2025	EFT #1002	\$ 9,841.64	
				\$ 68,508.63
Assuming Council approves all transactions, the following motion would be in order:				
Resolved, that the City Council approves accounts payable and payroll as submitted for a total of:				\$ 1,864,497.77
		Direct Deposit	\$ 30,262.37	
		Total Payroll #1224	\$ 40,909.50	