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, November 18, 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
    a. Algonac Nice Neighbor Awards presented by Councilman Jake Skarbek
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 – November 4, 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) 2026 EGLE Community Water Supply Fee $1,710.30.
10) Unfinished Business
11) New Business

a. To approve Contract Extension for city-owned properties grass fertilization: $9,988.
b. To accept Michigan Association of Municipal Clerks ADA Grant: $6,200.
c. To approve Annual Subscription of Waterworth Software for Water Plant: $8,904.
d. To approve invoice for Architectural Services for Algonac Activity Center: $1,433.75.
e. To approve Special Events Permit for 54th Annual Art Fair September 5 & 6, 2026.
f. To approve Special Events Permit from Faith Coalition for Christmas in the Park December 6, 2026.

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.

Item No: 6a
Meeting: 11.18.2025

Business of the Algonac City Council

Agenda Statement

Item Title: **Presentations**

Submitted by: Denice A. Gerstenberg, City Manager

Summary

There is one presentation tonight. No motions are needed to hear presentations.

a. **Algonac Nice Neighbor Awards – Charlene Badenhoop & Sharon Latimer. Presented by Councilman Jake Skarbek.**

Two residents of Rolling Brook, Char Badenhoop and Sharon Latimer, spent much time throughout the summer clearing phragmites from the property, protecting the wetland and preventing the spread of the invasive species. Their commitment to environmental stewardship and the restoration of native ecosystems through the removal and control of the phragmites provided a beautiful, natural view for all the residents to enjoy.

Char's and Sharon's thoughtfulness for their neighbors and care for the natural environment was greatly appreciated. We are very thankful for their dedication and setting an example of community leadership.

City Manager's Report – November 18, 2025

Algonac Activity Center. Superior Heating & Cooling will be finished with the air handlers this week. Pearl Beach Lions donated 11 round banquet tables to the Activity Center. Activity Center is almost ready to welcome walkers.

Pool Update: Pool cover has been installed. Resident Dee Caimi donated $1,000 grant in support of the Algonac swimming pool.

Sidewalk Art: Last week you may have noticed Woodside students creating sidewalk art at city hall and the Activity Center. Unfortunately, the snow and rain from last week took a toll and most of the art has already been washed away.

Lions Park Pathway Paving.
Plans and specs are now 75% complete. HRC just completed the necessary survey work.

Denice A. Gerstenberg, City Manager

Item No: 9
Meeting: 11.18.2025

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 – November 4, 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 – September 15, 2025

d) Miscellaneous Business
   1. 2026 EGLE Community Public Water Supply fee: $1,710.30.

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, November 4, 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 Bembas, Carter, Gillis, Harris, Meldrum and Skarbek.
Absent: Mayor Pro Tem Davey.
Others Present: Fire Chief Joe Doan, and City Clerk Lisa Borgacz, Ann Guldemond, Ava Thomas, Madelyn Thomas and Addison Williams.

Motion by Bembas, supported by Skarbek to excuse Mayor Pro Tem Davey for personal reasons. 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 Carter, supported by Bembas to approve the agenda as presented. Motion carried.

Presentations
Girl Scout Troop #70092 leader, Ann Guldemond, and Cadettes Ava Thomas, Madelyn Thomas and Addison Williams presented 3 bird houses to the city as part of their Silver Award project. The bird houses will be installed at Lions Field.

Public Comment

Sandra Simmons, 825 Pleasant, commented on the city manager position and distributed information to City Council members.

Eileen Tesch, 145 Channelsyde, read prepared information regarding city issues.

Joanne Dare, 160 St. Clair River Drive, thanked the city for the Trunk or Treat event, and asked the city to let people know they need a solicitors permit from the city to be able to go door-to-door. Residents have the right to ask a solicitor for identification and to see the proper permit.

Doreen Grote, 411 Pointe Tremble, has moved back to Algonac and offered to help get pickle ball going at the Activity Center as soon as it is open.

City Manager's Report

Fire Chief Doan gave a brief update on the status of the Activity Center. He noted that Phase 1 is nearing completion. Piece-to-Peace Quilters have moved in, and we hope to get walkers in soon.

Consent Agenda

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

a. City Council Meeting Minutes
    1) Regular Meeting – October 21, 2025

Motion carried.

Unfinished Business

None

New Business

To approve Contract Extension for snow removal services at the Library and Water Treatment Plant.

Motion by Skarbek, supported by Harris to approve contract extension for snow removal services at the Library and Water Treatment Plant by Maple Landscaping, whose address is 6123 King Road, Marine City, MI 48039 for a one-year period from October 18, 2025 to October 18, 2026, and direct the City Manager to sign the contract on behalf of the city.

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

Motion carried.

To approve Contract Extension for sidewalk snow removal services.
Motion by Skarbek, supported by Carter to approve on-demand sidewalk snow removal services by Mowing Madness, whose address is 5059 Pointe Tremble Road, Clay Township, MI 48001 for the period October 18, 2025 to October 18, 2026 as presented and direct the City Manager to sign the contract on behalf of the city.

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

Motion carried.

To approve Algonac Swimming Pool Project Pay Application #10 (FINAL).
Motion by Bembas, supported by Carter to approve Algonac Swimming Pool Project Pay Application #10 (FINAL) to Robert Clancy Contracting, whose address is 9342 Marine City Highway, Casco, MI 48047, in the amount of $153,570.45.

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

Motion carried.

To adopt Resolution #2025-13 Authorizing Participation in the Southwater Municipal Utility Authority Wastewater Treatment Plant Improvements.
Motion by Skarbek, supported by Meldrum to adopt Resolution #2025-12 Authorizing Participation in the Southwater Municipal Utility Authority Wastewater Treatment Plant Improvements.

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

Motion carried.

Accounts Payable
Motion by Carter, supported by Skarbek to approve accounts payable and payroll in the amount of $986,491.51.

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

Motion carried.

Items for Next Agenda
- Special Events Permits
- Waterworks Software Renewal
- Accept MAMC ADA Compliance Grant funds
- Lawn Fertilization Contract Extension
- Beautification Awards

Council Comment
Bembas
Announced the clothes bank in town needs gloves; please stop in any time. On November 19th, the First Evangelical Lutheran Church will host a turkey dinner. He thanked the St. Clair County Deputy Sheriff Association for donating $200 for the dinner. On Thursday, the VFW Valor will host an Italian dinner. He gave special thanks to the young ladies who made the bird houses. Their professionalism and demeanor are exactly what we want for the community and people growing up here.

Carter
Thanked the Girl Scouts for the bird houses. He had a great time at the Halloween Trunk or Treat. He thanked the Algonac Fire Department for taking care of the bon fire and Algonac Rotary for their donation of 1,000 hot dogs. Regarding solicitors, he said that all door-to-door solicitors should have their i.d. visible. Residents can call the Sheriff with any concerns, if needed.

Harris
Confirmed the Italian Dinner is Thursday at the VFW, and congratulated the Girl Scouts on their bird house project.

Meldrum
Thanked the Girl Scouts for the bird houses.

Skarbek
Thanked the Girl Scouts for their dedication to the community, and stated that people who continue to complain about the same things should consider running for city council. Change only happens when you get involved.

Gillis
Thanked the Girl Scouts for the bird houses. We have an amazing group of young people in this town; the Girl Scouts and Boy Scouts do amazing things for the community. As for the City Manager search, we are following the application process as approved by City Council 2 meetings ago. The Halloween Trunk or Treat was wonderful and had a great turnout.

Adjournment

Motion by Meldrum, supported by Harris to adjourn the meeting at 6:34 p.m. Motion carried.

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

Enforcement List - Inspection Summary

11/12/25

9b1

Enforcement Number	Address	Filed	Status	Closed
E210518	909 WASHINGTON ST	11/30/21	RESOLVED - NE	10/14/25

GARAGE NEEDS PAINT; PILE OF BRUSH/STICKS; BLUE TARP

Inspection Type	Status	Result	Scheduled	Completed	Inspector
5TH INSPEC	Scheduled	00	09/08/25		LORI WARNER

Enforcement Number	Address	Filed	Status	Closed
E250049	345 COLONIAL LN	01/28/25	ATTORNEY	10/06/25

JUNK EVERYWHERE

Inspection Type	Status	Result	Scheduled	Completed	Inspector
8TH INSPEC	Complete	01	09/02/25	09/02/25	LORI WARNER

Enforcement Number	Address	Filed	Status	Closed
E250052	345 COLONIAL LN	02/03/25	ATTORNEY	10/27/25

the shed next to the garage is against ordinance

Inspection Type	Status	Result	Scheduled	Completed	Inspector
3RD INSPEC	Complete	03	02/25/25	02/25/25	LORI WARNER

Enforcement Number	Address	Filed	Status	Closed
E250088	2541 ST CLAIR RIVER DR	04/08/25	ATTORNEY	10/06/25

running a tow trucking business

Inspection Type	Status	Result	Scheduled	Completed	Inspector
6TH INSPEC	Complete	03	10/06/25	10/06/25	LORI WARNER

Enforcement Number	Address	Filed	Status	Closed
E250107	2541 ST CLAIR RIVER DR	05/12/25	72 HOUR NOTIC	10/06/25

in-op/unreg.

Inspection Type	Status	Result	Scheduled	Completed	Inspector
1ST INSPECT	Complete	01	06/09/25	06/09/25	LORI WARNER

Enforcement Number	Address	Filed	Status	Closed
E250123	949 LIBERTY ST	06/09/25	RESOLVED	10/06/25

trailer parked on vacant property.

Inspection Type	Status	Result	Scheduled	Completed	Inspector
6TH INSPEC	Complete	02	10/06/25	10/06/25	LORI WARNER

Enforcement Number	Address	Filed	Status	Closed
E250127	2541 ST CLAIR RIVER DR	06/10/25	RESOLVED	10/06/25

parking the top gun blue truck on the river side - in the ROW- and per MDOT this is a no parking area.

Enforcement List - Inspection Summary

Inspection Type	Status	Result	Scheduled	Completed	Inspector
CODE COMP	Complete	02	10/06/25	10/06/25	LORI WARNER

Enforcement Number	Address	Filed	Status	Closed
E250191	345 COLONIAL LN	08/25/25	ATTORNEY	10/27/25

6' vinyl fence panels going up.

Inspection Type	Status	Result	Scheduled	Completed	Inspector
2ND INSPEC	Complete	05	10/06/25	10/06/25	LORI WARNER

Enforcement Number	Address	Filed	Status	Closed
E250192	1780 WASHINGTON ST	08/25/25	RESOLVED	10/13/25

2 boats/trailers and a RV in the driveway

Inspection Type	Status	Result	Scheduled	Completed	Inspector
4TH INSPEC	Complete	02	10/13/25	10/13/25	LORI WARNER

Population: All Records

Enforcement.CodeOfficer = LORI WARNER AND
Enforcement.DateClosed Between 10/1/2025 12:00:00 AM AND 10/31/2025 11:59:59 PM

Monthly Issued Permit List

11/12/2025

9b2

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB250086	1407 ST CLAIR BLVD		$441.17	$0
Work Description:	ROOF			
PB250088	112 LOCH HAVEN LN		$404.87	$0
Work Description:	ROOFING			
PB250089	326 LATHROP AVE		$257.50	$0
Work Description:	ROOFING			
PB250090	2212 ELM ST		$357.90	$0
Work Description:	ROOFING			
PB250091	380 COLONIAL LN		$373.72	$0
Work Description:	ROOFING			
PB250092	169 KENYON DR		$198.43	$0
Work Description:	WINDOWS			
PB250093	1117 ST CLAIR RIVER DR		$455.27	$0
Work Description:	ROOFING			
PB250094	1608 ST CLAIR RIVER DR		$286.75	$0
Work Description:	ROOFING			
PB250095	640 SUMMER ST		$472.50	$0
Work Description:	GARAGE			
PB250096	720 SMITH ST		$585.00	$0
Work Description:	DETACHED GARAGE			
PB250097	970 LEE ST		$273.75	$0
Work Description:	ROOFING			
PB250098	1013 ST CLAIR BLVD		$251.00	$0
Work Description:	ROOFING			

Total Permits For Type: 12

Total Fees For Type: $4,357.86

Total Const. Value For Type: $0

Electrical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE250041	1205 ST CLAIR RIVER DR		$437.50	$0
Work Description:	FIRE ALARM ELEVATOR RECALL INSTALLATIONS. REPLACE AND RELOCATE SMOKE DETECTOR IN ELEVATOR MACHINE ROOM. REPLACE SMOKE DETECTOR AT LOBBY, INSTALL 3 NEW SMOKE DETECTORS INSTALL 1 NEW WP HEAT DETECTOR, INSTALL 3 RELAY MODULES, AND INSTALL 2 MONITOR MODULES.			
PE250042	2134 KENDALL ST		$157.00	$0
Work Description:	ELECTRICAL FOR REZNOR			
PE250043	1954 ST CLAIR BLVD		$184.00	$0
Work Description:	ELECTRICAL FOR A/C REPLACMENT			
PE250044	804 ST CLAIR BLVD		$157.00	$0
Work Description:	ELECTRICAL FOR FURNACE			
PE250045	355 NORTH AVE		$157.00	$0
Work Description:	ELECTRICAL FOR FURANCE REPLACEMENT			

Total Permits For Type: 5

Total Fees For Type: $1,092.50

Total Const. Value For Type: $0

Mechanical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM250027	2134 KENDALL ST		$205.00	$0
Work Description:	INSTALL REZNOR GARAGE CEILING			
PM250028	9531 RACHEL		$170.00	$0
Work Description:	WATER HEATER REPLACEMENT			
PM250029	106 ST CLAIR RIVER DR		$180.00	$0
Work Description:	REVENT EXISTING FURNACE PROPERLY			
PM250030	1607 MICHIGAN ST		$270.00	$0
Work Description:	FURNACE AND HOT WATER HEATER			
PM250031	1954 ST CLAIR BLVD		$225.00	$0
Work Description:	A/C REPLACEMENT			
PM250032	804 ST CLAIR BLVD		$210.00	$0
Work Description:	FURNACE REPLACEMENT			
PM250033	355 NORTH AVE		$225.00	$0

Work Description: REPLACE FURNACE AND CHIMNEY

Total Permits For Type:	**7**
Total Fees For Type:	**$1,485.00**
Total Const. Value For Type:	**$0**

Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value
PP250013	709 RUSKIN AVE		$155.00	$0
Work Description: REPAIR SANITARY SEWER LEAD				
PP250015	741 LIBERTY ST		$175.00	$0
Work Description: WATER HEATER REPLACEMENT				
PP250016	784 MILL ST		$200.00	$0
Work Description: 4 INCH SEWER REPLACEMENT FROM HOUSE TO ROAD				
PP250017	379 CENTER ST VL		$350.00	$0
Work Description: NEW HOUSE PLUMBING *****WAITING FOR INSURANCE**********				

Total Permits For Type:	**4**
Total Fees For Type:	**$880.00**
Total Const. Value For Type:	**$0**

Sewer & Water

Permit #	Contractor	Job Address	Fee Total	Const. Value
PSW250005	379 CENTER ST VL		$5,780.00	$0
Work Description: WATER AND SEWER				
PSW250006	415 MICHIGAN ST		$700.00	$0
Work Description: WATER METER				

Total Permits For Type:	**2**
Total Fees For Type:	**$6,480.00**
Total Const. Value For Type:	**$0**

ZONING

Permit #	Contractor	Job Address	Fee Total	Const. Value
PZ250042	908 CLINTON ST		$205.00	$0

Work Description: DRIVEWAY

PZ250043	948 LEE ST	$130.00	$0

Work Description: FENCE

PZ250044	806 TOWNSEND CRESENT WEST	$130.00	$0

Work Description: SHED

Total Permits For Type: 3

Total Fees For Type: $465.00

Total Const. Value For Type: $0

Report Summary

Population: All Records

Permit.DateIssued Between 10/1/2025 12:00:00 AM AND 10/31/2025 11:59:59 PM

Grand Total Fees: $14,760.36

Grand Total Permits: 33

Grand Total Const. Value: $0

Monthly Finaled Permit List

11/12/2025

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB240080		416 RUSKIN AVE	$238.00	$0
Work Description:	REDOING FOUNDATION/FLOOR			
PB250049		913 STATE ST	$250.35	$0
Work Description:	WINDOWS AND SIDING			
PB250050		111 INTERLOCHEN DR	$535.70	$0
Work Description:	DECK			
PB250070		1101 STATE ST	$725.00	$0
Work Description:	ROOFING, SIDING, 6X6 DECK			
PB250072		1419 MARKET ST	$343.60	$0
Work Description:	ROOF			
PB250075		450 LATHROP AVE	$391.25	$0
Work Description:	ROOF OVER CONCRETE PAD			
PB250083		2527 ST CLAIR RIVER DR	$368.50	$0
Work Description:	ROOFING			
PB250086		1407 ST CLAIR BLVD	$441.17	$0
Work Description:	ROOF			
PB250087		1216 ST CLAIR BLVD	$150.00	$0
Work Description:	RENOVATION OF ACTIVITY CENTER			
PB250090		2212 ELM ST	$357.90	$0
Work Description:	ROOFING			
PB250094		1608 ST CLAIR RIVER DR	$286.75	$0
Work Description:	ROOFING			

Total Permits For Type: **11**

Total Fees For Type: **$4,088.22**

Total Const. Value For Type: **$0**

Mechanical

Permit #	Contractor	Job Address	Fee Total	Const. Value

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			
PM250025	801 ST CLAIR RIVER DR		$300.00	$0
Work Description:	A/C CONDENSER REPLACEMENTS			

Total Permits For Type: 3

Total Fees For Type: $665.00

Total Const. Value For Type: $0

Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value
PP240025	416 RUSKIN AVE		$400.00	$0
Work Description:	PLUMBING			
PP250002	415 MICHIGAN ST		$425.00	$0
Work Description:	ADDING ADA RESTOOM			
PP250006	1050 SMITH ST		$235.00	$0
Work Description:	SEWER LINE REPLACEMENT			

Total Permits For Type: 3

Total Fees For Type: $1,060.00

Total Const. Value For Type: $0

Sewer & Water

Permit #	Contractor	Job Address	Fee Total	Const. Value
PSW250001	2060 WASHINGTON ST		$5,775.00	$0
Work Description:	WATER AND SEWER TAPS			

Total Permits For Type: 1

Total Fees For Type: $5,775.00

Total Const. Value For Type: $0

Sign

Permit #	Contractor	Job Address	Fee Total	Const. Value

PSA250002	102 CITY PARK & 1130 ST CLAIR		$0.00	$0
Work Description:	FARMERS MARKET			

Total Permits For Type: 26
Total Fees For Type: $0.00
Total Const. Value For Type: $0

ZONING

Permit #	Contractor	Job Address	Fee Total	Const. Value
PZ250001	948 LEE ST		$200.00	$0
Work Description:				
PZ250022	9552 RACHEL		$125.00	$0
Work Description:	FENCE			
PZ250033	720 SMITH ST		$200.00	$0
Work Description:	ZBA APPLICATION			
PZ250040	702 RUSKIN AVE		$205.00	$0
Work Description:	CONCRETE DRIVEWAY			

Total Permits For Type: 4
Total Fees For Type: $730.00
Total Const. Value For Type: $0

Report Summary

Population: All Records
Permit.DateFinaled Between 10/1/2025 12:00:00 AM AND 10/31/2025 11:59:59 PM

Grand Total Fees: $12,508.22
Grand Total Permits: 49

Grand Total Const. Value: $0

CITY OF ALGONAC
DEPT. OF PUBLIC WORKS
REPORT

Month: October, 2025

DPW

- *General vehicle maintenance*
- *Kept work areas cleaned and organized*
- *Cleaned floors at the activity center*

LOCAL/MAJOR STREETS

- *Checked storm sewer pump stations as needed*
- *Cold patched streets as needed*
- *Remove graffiti from stop signs throughout the city*
- *Trimmed trees throughout the city*
- *Replaced 4-way flashing light bulb*

PARKS

- *Emptied trash containers as needed*
- *Set up and tore down for Halloween in the nac and the bonfire*
- *Winterized the dog park*

CITY HALL

-

POOL

- *Clean bath house and check heat*
- *Winterized the pool*

LIBRARY

-

WATER

- *Completed Miss dig assignments as requested*
- *Repaired a couple meter pits*
- *Repaired a couple of stop boxes*

SEWER

- *Completed Miss dig assignments as requested*
- *AMP tested and general maintenance performed to all lift stations weekly*
- *Inspected some catch basins.*

*This past month, DPW employees excluding the superintendent used **0 hours** of vacation, sick or personal time.*

Respectfully submitted,

Algonac Public Services Dept.

Joe Vernier

9b4

CASH SUMMARY BY FUND FOR CITY OF ALGONAC

FROM 09/01/2025 TO 09/30/2025
FUND: 101 202 203 208 271 401 590 591 661
CASH ACCOUNTS

Fund	Description	Beginning Balance 09/01/2025	Total Debits	Total Credits	Ending Balance 09/30/2025
101	General Fund	1,395,380.28	1,832,685.79	1,568,006.72	1,660,059.35
202	Major Street Fund	1,425,673.87	376,206.36	305,199.29	1,496,680.94
203	Local Street Fund	1,216,549.74	123,069.61	314,646.46	1,024,972.89
208	PARK/RECREATION FUND - Music in the	2,669.35	5.14	0.00	2,674.49
271	Library Fund	60,901.65	2,323.70	783.34	62,442.01
401	Capital Improvement Fund	646,057.14	1,050,521.10	1,076,725.00	619,853.24
590	Sewer Fund	102,957.29	1,650,967.35	714,757.96	1,039,166.68
591	Water Fund	1,165,814.05	350,281.51	272,743.03	1,243,352.53
661	Motor Pool Fund	496,632.58	11,788.26	0.00	508,420.84
	TOTAL - ALL FUNDS	6,512,635.95	5,397,848.82	4,252,861.80	7,657,622.97

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALGONAC
PERIOD ENDING 09/30/2025
% Fiscal Year Completed: 25.21
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 09/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2025 INCREASE (DECREASE	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - General Fund						
000.000		3,693,149.00	373,123.67	117,470.34	3,320,025.33	10.10
TOTAL REVENUES		3,693,149.00	373,123.67	117,470.34	3,320,025.33	10.10
101.000	- City Council	24,440.00	6,023.23	2,831.40	18,416.77	24.64
172.000	- City Manager	206,720.00	46,100.46	13,900.78	160,619.54	22.30
191.000	- Finance	336,625.00	67,324.30	21,480.52	269,300.70	20.00
215.000	- Clerk	120,210.00	25,950.77	7,948.52	94,259.23	21.59
215.200	- General Administration	23,150.00	4,100.40	267.61	19,049.60	17.71
228.000	- Data Processing	94,850.00	23,170.58	1,434.86	71,679.42	24.43
257.000	- Assessor	57,390.00	10,542.07	10,461.25	46,847.93	18.37
262.000	- Elections	35,240.00	1,847.27	268.87	33,392.73	5.24
265.000	- Buildings And Grounds	82,685.00	18,223.28	5,225.84	64,461.72	22.04
266.000	- Attorney	11,500.00	1,281.25	281.25	10,218.75	11.14
301.000	- Police	992,700.00	239,314.86	80,120.87	753,385.14	24.11
336.000	- Fire	463,985.00	109,397.62	31,107.33	354,587.38	23.58
371.000	- Building Inspection Department	249,015.00	47,592.43	11,836.95	201,422.57	19.11
441.000	- Department of Public Works	643,395.00	158,096.96	52,079.88	485,298.04	24.57
701.000	- Planning	4,250.00	307.75	0.00	3,942.25	7.24
702.000	- Zoning	1,960.00	142.18	74.98	1,817.82	7.25
751.000	- Parks And Recreation Departmen	145,710.00	45,718.37	16,064.76	99,991.63	31.38
751.756	- Pool	162,020.00	42,351.21	6,640.27	119,668.79	26.14
759.000	- 1216 SCB Development	90,000.00	118,063.67	104,377.05	(28,063.67)	131.18
851.000	- Insurance And Bonds	45,500.00	24,234.81	1,547.60	21,265.19	53.26
999.000	- Transfers (Out) And Other Uses	593,500.00	863,000.00	863,000.00	(269,500.00)	145.41
TOTAL EXPENDITURES		4,384,845.00	1,852,783.47	1,230,950.59	2,532,061.53	42.25
Fund 101 - General Fund:						
TOTAL REVENUES		3,693,149.00	373,123.67	117,470.34	3,320,025.33	10.10
TOTAL EXPENDITURES		4,384,845.00	1,852,783.47	1,230,950.59	2,532,061.53	42.25
NET OF REVENUES & EXPENDITURES		(691,696.00)	(1,479,659.80)	(1,113,480.25)	787,963.80	213.92
BEG. FUND BALANCE		3,903,511.20	3,903,511.20			
NET OF REVENUES/EXPENDITURES - 2024-25			(836,730.28)		(836,730.28)	
END FUND BALANCE		3,211,815.20	1,587,121.12			

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALGONAC
PERIOD ENDING 09/30/2025
% Fiscal Year Completed: 25.21
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 09/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2025 INCREASE (DECREASE	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 202 - Major Street Fund						
000.000		405,600.00	147,053.43	76,206.36	258,546.57	36.26
TOTAL REVENUES		405,600.00	147,053.43	76,206.36	258,546.57	36.26
449.200	Street Funds Administration	39,750.00	10,056.00	3,352.00	29,694.00	25.30
449.463	Preservation Streets	540,995.00	9,218.29	2,687.28	531,776.71	1.70
449.465	Non-Motorized	1,020.00	0.00	0.00	1,020.00	0.00
449.473	Preservation Bridges	1,200.00	0.00	0.00	1,200.00	0.00
449.474	Traffic Services	13,900.00	7,335.98	1,371.30	6,564.02	52.78
449.478	Winter Maintenance	18,230.00	0.00	0.00	18,230.00	0.00
999.000	Transfers (Out) And Other Uses	201,090.00	0.00	0.00	201,090.00	0.00
TOTAL EXPENDITURES		816,185.00	26,610.27	7,410.58	789,574.73	3.26
Fund 202 - Major Street Fund:						
TOTAL REVENUES		405,600.00	147,053.43	76,206.36	258,546.57	36.26
TOTAL EXPENDITURES		816,185.00	26,610.27	7,410.58	789,574.73	3.26
NET OF REVENUES & EXPENDITURES		(410,585.00)	120,443.16	68,795.78	(531,028.16)	29.33
BEG. FUND BALANCE		1,289,857.46	1,289,857.46			
NET OF REVENUES/EXPENDITURES - 2024-25			143,724.74		143,724.74	
END FUND BALANCE		879,272.46	1,554,025.36			

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALGONAC
PERIOD ENDING 09/30/2025
% Fiscal Year Completed: 25.21
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 09/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2025 INCREASE (DECREASE	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 203 - Local Street Fund						
000.000		364,700.00	62,521.14	31,435.75	302,178.86	17.14
TOTAL REVENUES		364,700.00	62,521.14	31,435.75	302,178.86	17.14
449.200	Street Funds Administration	15,925.00	4,050.00	1,350.00	11,875.00	25.43
449.463	Preservation Streets	434,485.00	228,235.53	22,130.29	206,249.47	52.53
449.473	Preservation Bridges	14,385.00	1,650.00	0.00	12,735.00	11.47
449.474	Traffic Services	12,155.00	6,424.16	4,316.54	5,730.84	52.85
449.478	Winter Maintenance	29,760.00	0.00	0.00	29,760.00	0.00
TOTAL EXPENDITURES		506,710.00	240,359.69	27,796.83	266,350.31	47.44
Fund 203 - Local Street Fund:						
TOTAL REVENUES		364,700.00	62,521.14	31,435.75	302,178.86	17.14
TOTAL EXPENDITURES		506,710.00	240,359.69	27,796.83	266,350.31	47.44
NET OF REVENUES & EXPENDITURES		(142,010.00)	(177,838.55)	3,638.92	35,828.55	125.23
BEG. FUND BALANCE		938,139.51	938,139.51			
NET OF REVENUES/EXPENDITURES - 2024-25			258,696.61		258,696.61	
END FUND BALANCE		796,129.51	1,018,997.57			

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALGONAC
PERIOD ENDING 09/30/2025
% Fiscal Year Completed: 25.21
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 09/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2025 INCREASE (DECREASE	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 208 - PARK/RECREATION FUND - Music in the Park						
000.000		0.00	15.91	5.14	(15.91)	100.00
TOTAL REVENUES		0.00	15.91	5.14	(15.91)	100.00
751.000 - Parks And Recreation Departmen		0.00	100.00	0.00	(100.00)	100.00
TOTAL EXPENDITURES		0.00	100.00	0.00	(100.00)	100.00
Fund 208 - PARK/RECREATION FUND - Music in the Park:						
TOTAL REVENUES		0.00	15.91	5.14	(15.91)	100.00
TOTAL EXPENDITURES		0.00	100.00	0.00	(100.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(84.09)	5.14	84.09	100.00
BEG. FUND BALANCE						
NET OF REVENUES/EXPENDITURES - 2024-25			2,758.58		2,758.58	
END FUND BALANCE			2,674.49			

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALGONAC
PERIOD ENDING 09/30/2025
% Fiscal Year Completed: 25.21
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 09/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2025 INCREASE (DECREASE	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 271 - Library Fund						
000.000		40,050.00	4,802.73	126.24	35,247.27	11.99
TOTAL REVENUES		40,050.00	4,802.73	126.24	35,247.27	11.99
790.000 - Library		51,040.00	12,620.94	2,595.26	38,419.06	24.73
TOTAL EXPENDITURES		51,040.00	12,620.94	2,595.26	38,419.06	24.73
Fund 271 - Library Fund:						
TOTAL REVENUES		40,050.00	4,802.73	126.24	35,247.27	11.99
TOTAL EXPENDITURES		51,040.00	12,620.94	2,595.26	38,419.06	24.73
NET OF REVENUES & EXPENDITURES		(10,990.00)	(7,818.21)	(2,469.02)	(3,171.79)	71.14
BEG. FUND BALANCE		66,534.38	66,534.38			
NET OF REVENUES/EXPENDITURES - 2024-25			6,439.91		6,439.91	
END FUND BALANCE		55,544.38	65,156.08			

PERIOD ENDING 09/30/2025
% Fiscal Year Completed: 25.21
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 09/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2025 INCREASE (DECREASE	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - Capital Improvement Fund						
000.000		675,500.00	1,304,454.58	521.10	(628,954.58)	193.11
TOTAL REVENUES		675,500.00	1,304,454.58	521.10	(628,954.58)	193.11
901.000 - Capital Outlay		780,000.00	672,969.72	157,868.45	107,030.28	86.28
TOTAL EXPENDITURES		780,000.00	672,969.72	157,868.45	107,030.28	86.28
Fund 401 - Capital Improvement Fund:						
TOTAL REVENUES		675,500.00	1,304,454.58	521.10	(628,954.58)	193.11
TOTAL EXPENDITURES		780,000.00	672,969.72	157,868.45	107,030.28	86.28
NET OF REVENUES & EXPENDITURES		(104,500.00)	631,484.86	(157,347.35)	(735,984.86)	604.29
BEG. FUND BALANCE		366,116.97	366,116.97			
NET OF REVENUES/EXPENDITURES - 2024-25			(979,744.05)		(979,744.05)	
END FUND BALANCE		261,616.97	17,857.78			

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALGONAC
PERIOD ENDING 09/30/2025
% Fiscal Year Completed: 25.21

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

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 09/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2025 INCREASE (DECREASE	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 590 - Sewer Fund						
000.000		1,097,485.00	211,346.68	1,881.34	886,138.32	19.26
930.000	Transfer in from General	588,500.00	863,000.00	863,000.00	(274,500.00)	146.64
TOTAL REVENUES		1,685,985.00	1,074,346.68	864,881.34	611,638.32	63.72
536.548	Operating Services	1,223,235.00	289,865.93	152,259.03	933,369.07	23.70
901.000	Capital Outlay	478,000.00	104,334.94	30,277.56	373,665.06	21.83
TOTAL EXPENDITURES		1,701,235.00	394,200.87	182,536.59	1,307,034.13	23.17
Fund 590 - Sewer Fund:						
TOTAL REVENUES		1,685,985.00	1,074,346.68	864,881.34	611,638.32	63.72
TOTAL EXPENDITURES		1,701,235.00	394,200.87	182,536.59	1,307,034.13	23.17
NET OF REVENUES & EXPENDITURES		(15,250.00)	680,145.81	682,344.75	(695,395.81)	4,459.97
BEG. FUND BALANCE		2,625,397.26	2,625,397.26			
NET OF REVENUES/EXPENDITURES - 2024-25			(124,653.10)		(124,653.10)	
END FUND BALANCE		2,610,147.26	3,180,889.97			

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALGONAC
PERIOD ENDING 09/30/2025
% Fiscal Year Completed: 25.21
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 09/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2025 INCREASE (DECREASE	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 591 - Water Fund						
000.000		2,007,954.00	410,241.61	97,743.99	1,597,712.39	20.43
TOTAL REVENUES		2,007,954.00	410,241.61	97,743.99	1,597,712.39	20.43
536.550 - Administration		246,784.00	68,764.89	20,948.03	178,019.11	27.86
536.556 - Production Expenses		1,366,880.00	167,648.20	53,123.64	1,199,231.80	12.27
536.561 - Transmission Costs		541,510.00	42,438.96	16,180.51	499,071.04	7.84
TOTAL EXPENDITURES		2,155,174.00	278,852.05	90,252.18	1,876,321.95	12.94
Fund 591 - Water Fund:						
TOTAL REVENUES		2,007,954.00	410,241.61	97,743.99	1,597,712.39	20.43
TOTAL EXPENDITURES		2,155,174.00	278,852.05	90,252.18	1,876,321.95	12.94
NET OF REVENUES & EXPENDITURES		(147,220.00)	131,389.56	7,491.81	(278,609.56)	89.25
BEG. FUND BALANCE		8,832,126.13	8,832,126.13			
NET OF REVENUES/EXPENDITURES - 2024-25			2,752.39		2,752.39	
END FUND BALANCE		8,684,906.13	8,966,268.08			

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

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 09/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2025 INCREASE (DECREASE	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 661 - Motor Pool Fund						
000.000		114,500.00	34,374.34	11,788.26	80,125.66	30.02
TOTAL REVENUES		114,500.00	34,374.34	11,788.26	80,125.66	30.02
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	34,374.34	11,788.26	80,125.66	30.02
TOTAL EXPENDITURES		83,000.00	0.00	0.00	83,000.00	0.00
NET OF REVENUES & EXPENDITURES		31,500.00	34,374.34	11,788.26	(2,874.34)	109.12
BEG. FUND BALANCE		625,843.95	625,843.95			
NET OF REVENUES/EXPENDITURES - 2024-25			60,875.60		60,875.60	
END FUND BALANCE		657,343.95	721,093.89			
TOTAL REVENUES - ALL FUNDS		8,987,438.00	3,410,934.09	1,200,178.52	5,576,503.91	37.95
TOTAL EXPENDITURES - ALL FUNDS		10,478,189.00	3,478,497.01	1,699,410.48	6,999,691.99	33.20
NET OF REVENUES & EXPENDITURES		(1,490,751.00)	(67,562.92)	(499,231.96)	(1,423,188.08)	4.53
BEG. FUND BALANCE - ALL FUNDS		18,647,526.86	18,647,526.86			
END FUND BALANCE - ALL FUNDS		17,156,775.86	17,114,084.34			

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

TO: Denice Gerstenberg, City Manager

FROM: Joseph Doan, Fire Chief

DATE: 11/07/2025

SUBJECT: Activity Report- October

10/06/2025	Department Meeting 10 people @ 3 hours	30 Hours
10/08/2025	NERIS In-Service Webinar Chief Doan @ 2 hours	2 Hours
10/13/2025	Walk Through Activity Center/Fire Alarms 11 people @ 3 hours	33 Hours
10/20/2025	VFIS ATV/UTV Driver Training Program 12 people @ 3 hours	48 Hours
10/23/2025	AHA Instructor Updates C1/C2 @ 3 hours	6 Hours
10/26/2025	VFIS ATV/UTV Practical Driving Course 12 people @ 2 hours	24 Hours
10/27/2025	Vehicle Extrication/Soft Tissue Injuries 12 people @ 3 hours	36 Hours
10/29/2025	Officer Meeting 5 people @ 2 hours	10 Hours
10/31/2025	Halloween Bon Fire 10 people @ 3 hours	30 Hours

09/16/2025 12/13/2025	Emergency Medical Responder (Ongoing) A. Vernier	52 Hours

TOTAL HOURS: 271 Hours

Year-End-Totals:

Department Meeting:	311 Hours
Training(s)/Other:	1,394 Hours
Total man hours:	1,705 Hours

CALLS FOR SERVICE: 89

General Station Cleaning/Maintenance

General Apparatus/Equipment Cleaning/Maintenance

Medical Control Meeting

Business Licenses

Rental Inspections

Dangerous Building Meeting

Homecoming Parade

Halloween in the NAC

Halloween Bon Fire

Activity Center maintenance

Start pumping hydrants for winter

Haul out Fire Boat 1 for winter- remains in-service on trailer in station

Joe Doan

From: Joe Doan
Sent: Friday, November 7, 2025 12:40 PM
To: Joe Doan
Subject: MCFD

Marine City Area Fire Authority
3m ·

Marine City Area Fire Authority would like to Thank Algonac, Clay Township, MI Fire Rescue, Ira Township Fire Department, St Clair fire departments, Tri-Hospital EMS, St Clair County Central Dispatch and St Clair County Sheriff's departments for their assistance with our structure fire this morning. Great team work and response by all. Thank you again.

Joseph Doan, Fire Chief
City of Algonac

Month End Incident Details

Date	Incident Number	Alarm Time	Incident Type
10/2/25	25-818	08:30	Assist police or other governmental agency
	25-819	15:00	Public service
10/4/25	25-820	12:53	Medical assist, assist EMS crew
	25-821	13:03	Water vehicle fire
	25-822	11:49	No incident found on arrival at dispatch address
10/6/25	25-823	14:24	Dispatched & canceled en route
	25-824	17:00	Public service
	25-825	18:30	Special type of incident, other
10/7/25	25-826	07:22	Medical assist, assist EMS crew
10/8/25	25-827	10:00	Public service
	25-828	16:00	Special type of incident, other
10/9/25	25-829	20:39	Rescue, EMS incident, other
	25-830	22:03	Dispatched & canceled en route
10/10/25	25-831	16:00	Special type of incident, other
10/11/25	25-832	01:50	Medical assist, assist EMS crew
	25-833	12:12	Medical assist, assist EMS crew
	25-834	14:00	Assist invalid
	25-835	21:39	Dispatched & canceled en route
10/12/25	25-836	06:28	Dispatched & canceled en route
	25-837	13:26	Alarm system sounded due to malfunction
	25-838	17:38	Medical assist, assist EMS crew
	25-839	20:34	Medical assist, assist EMS crew
10/13/25	25-840	14:46	Assist invalid
	25-841	14:30	Assist police or other governmental agency
	25-842	18:30	Medical assist, assist EMS crew
	25-843	18:30	Special type of incident, other
10/14/25	25-844	02:52	Medical assist, assist EMS crew
	25-845	10:26	Medical assist, assist EMS crew
	25-846	12:24	Rescue, EMS incident, other
10/15/25	25-847	09:00	Assist police or other governmental agency
	25-848	13:58	Dispatched & canceled en route
10/16/25	25-849	02:50	Medical assist, assist EMS crew
	25-850	10:10	Rescue, EMS incident, other
	25-851	11:16	Medical assist, assist EMS crew
	25-852	18:13	Medical assist, assist EMS crew
10/17/25	25-853	12:54	Service Call, other

Month End Incident Details

Date	Incident Number	Alarm Time	Incident Type
10/17/25	25-855	20:30	Assist invalid
	25=854	16:20	Forest, woods or wildland fire
10/18/25	25-856	08:44	Medical assist, assist EMS crew
	25-857	12:30	Special type of incident, other
	25-858	12:40	Service Call, other
	25-859	15:16	Rescue, EMS incident, other
	25-860	16:00	Service Call, other
	25-861	19:11	Dispatched & canceled en route
10/20/25	25-862	15:21	Assist invalid
	25-863	18:30	Special type of incident, other
	25-864	21:47	Dispatched & canceled en route
10/21/25	25-865	09:37	Medical assist, assist EMS crew
	25-866	14:00	No incident found on arrival at dispatch address
	25-867	17:56	Power line down
	25-868	18:09	Medical assist, assist EMS crew
10/22/25	25-869	16:43	Assist invalid
10/23/25	25-870	08:15	Dispatched & canceled en route
	25-871	10:33	Medical assist, assist EMS crew
	25-872	18:29	Medical assist, assist EMS crew
10/24/25	25-873	10:08	Medical assist, assist EMS crew
	25-874	14:55	Rescue, EMS incident, other
	25-875	16:41	Assist invalid
10/25/25	25-876	00:31	Assist invalid
	25-877	13:19	Motor vehicle accident with no injuries.
10/26/25	25-878	09:00	Special type of incident, other
	25-879	11:40	Assist invalid
	25-880	21:04	Medical assist, assist EMS crew
	25-881	21:30	Gas leak (natural gas or LPG)
10/27/25	25-882	08:08	Medical assist, assist EMS crew
	25-883	09:50	Good intent call, other
	25-884	12:39	Assist invalid
	25-885	17:02	Dispatched & canceled en route
	25-886	18:30	Special type of incident, other
	25-887	20:20	Medical assist, assist EMS crew
10/28/25	25-888	07:56	Medical assist, assist EMS crew
	25-889	08:51	Medical assist, assist EMS crew

Month End Incident Details

Date	Incident Number	Alarm Time	Incident Type
10/28/25	25-890	15:21	Rescue, EMS incident, other
	25-891	20:53	Assist invalid
10/29/25	25-892	08:18	False alarm or false call, other
	25-893	09:15	Assist invalid
	25-894	11:50	Medical assist, assist EMS crew
	25-895	12:07	Rescue, EMS incident, other
	25-896	18:00	Service Call, other
10/30/25	25-897	01:17	Building fire
	25-898	09:13	Building fire
	25-899	19:30	Dispatched & canceled en route
	25-900	21:12	Medical assist, assist EMS crew
10/31/25	25-901	09:00	Public service
	25-902	09:30	Public service
	25-903	11:00	Public service
	25-904	17:30	Service Call, other
	25-905	17:17	Medical assist, assist EMS crew
	25-906	19:55	Medical assist, assist EMS crew

Inspection List

11/07/25

Address	Parcel Number	Inspection Type	Scheduled	Completed	Result	Inspector
451 MAPLE ST	01-123-0051-000	Rental	09/19/2025	10/16/2025	Violation(s)	JOSEPH DOAN

SMOKE DETECTORS

INSPECTOR COMMENTS:

SMOKEDETECTORS NOTED TO BE MISSING IN UPSTAIRS BEDROOMS (2)

EXTERIOR PROPERTY

INSPECTOR COMMENTS:

TREES REQUIRE TRIMMING AWAY FROM BUILDING

SOFFIT REQUIRES REPAIR- MISSING PIECE

YARD REQUIRES CLEANING- DEBRIS

PRESSURE WASH IN SPRING

451 MAPLE ST	01-123-0051-000	REINSPECTION	10/29/2025	10/29/2025	Complied	JOSEPH DOAN

Inspections: 2

Population: All Records

Inspection.DateTimeCompleted Between 10/1/2025 12:00:00 AM AND 11/7/2025 11:59:59 PM AND
Inspection.Inspector = JOSEPH DOAN

Certificate List

Certificate #	Property Address	Type	Holder	Status	Issue	Expires
CII250040	321 HERITAGE WAY BLDG 4	I&I COMPLIANCE	HOSFORD BENJAMIN M/CAR	Certified	10/14/2025	10/14/2035
CII250041	925 GOLFVIEW AVE	I&I COMPLIANCE	GONZALEZ MARCOS V	Certified	10/15/2025	10/15/2035
CII250042	711 SMITH ST	I&I COMPLIANCE	OSIECZONEK EUGENE JR/EL	Certified	10/15/2025	10/15/2035
CII250043	917 ST CLAIR BLVD	I&I COMPLIANCE	WOOD JANICE E	Certified	10/20/2025	10/20/2035
CII250044	1003 SMITH ST	I&I COMPLIANCE	DUDLEY KLINE JR/HOPE	Certified	10/29/2025	10/29/2035
CII250045	9575 RACHEL	I&I COMPLIANCE	STEINHEBEL FRANK J	Certified	10/28/2025	10/28/2035

Total # of Certificates: 6

Population: All Records

Certificate.DateIssued Between 10/1/2025 12:00:00 AM
AND 12/31/2025 11:59:59 PM AND
Certificate.CertType = I&I COMPLIANCE

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
October-2025

25,118,000	Gallons of Water Filtered
24,339,000	Gallons of Water Pumped
2,483,000	Gallons of Backwash

Information about the St. Clair River

The average turbidity or clarity of the lake this past month was 2.34 NTU

The River had the highest turbidity on 10/31/2025

The highest turbidity (Clarity) for the St. Clair River this month was 5.6 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 27,619,000 Gallons

The Algonac Water Filtration plant was staffed and operated for **420 hours** this month by licensed operators ensuring compliance with drinking water standards, guidelines, testing and procedures.

In addition to Plant operations the Algonac Water Department performed:

12	Service Calls for Turn on/off
19	Meter Changes
8	Leak Checks

Did you know?

The Algonac Water Filtration Plant uses a smart system called Cathodic Protection to keep its huge water tanks from rusting. Here's how it works: water naturally has a slight negative charge, so the plant adds a small positive electrical charge to special metal rods called anodes. The corrosion is attracted to those rods instead of the tanks — kind of like a lightning rod for rust! It's the same clever idea that helps protect the hot water tank in your home. This help extend the service life of our tanks and more importantly keep your drinking water safe from impacts of rust.





**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

Updated 10.14.25

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 tern		
NAME	**Role**	**ADDRESS**	**Term Ends**	**PHONE #**	**E_MAIL**
VACANT	Commissioner		7/17/2027		
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
VACANT	Vice-Chair		7/17/2025		
Mark Thompson	Chair	911 Washington	7/17/2026	810.650.1544	lumberguymarkt@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	alarmer007@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	debbiescruggs55@yahoo.com
VACANT		City resident & voter	10/1/2025		
VACANT		City resident & voter	10/1/2026		
HOUSING COMMISSION - 5 YEAR TERMS		One member must be a resident of facility/others residents of city & registered voters			
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
Suezette 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@phhousing.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		***Meets prior to each election as scheduled by City Clerk**			
NAME	**ADDRESS**	**Position**	**Term Ends**	**PHONE #**	**E_MAIL**
Jim Downey	721 SCRD	City Atty		810.794.4961	kcjdlaw@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 September 15, 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 Kimberely Catenacci, Commissioner(s) Deborah Green, Suezette Minder and Christine Robb

   Also: Executive Director James A. Dewey, Program Operational Manager Pamela Moses 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: Update to the Vacancy Report
   Additions: None

Commissioner Green motioned to approve the agenda with the changes as discussed. This motion was supported by Commissioner Robb.
Ayes: Smith, Catenacci, Green, Minder, Robb
Nays: None
Absent: None
Motion Carried.

6. Approval of the Minutes:
   Regular Commissioner Meeting Minutes from August 18, 2025
   Review and discussion held.

Vice President Catenacci motioned to approve the Minutes of the Regular August 18, 2025, Commissioner Board Meeting as presented. Commissioner Robb supported this motion.
Ayes: Smith, Catenacci, Green, Minder, Robb
Nays: None
Absent: None
Motion Carried.

6. Communications:
   None

7. Financial Reports:

MINUTES OF THE REGULAR COMMISSIONER MEETING
OF THE ALGONAC HOUSING COMMISSION
Monday September 15, 2025
At 6:00 PM
Moehring Room
1205 St. Clair River Drive
Algonac MI 48001

A. Balance Sheet and Budget versus Actual Expense ending FYE June 2026
Review and discussion was held.

B. Public Housing General Fund Cash Disbursement and Wire Transfer
- Cash Disbursements –August 2025
Review and discussion held.

- Wire Transfers – August 2025
Review and discussion held.

With review and discussion complete, Commissioner Robb motioned with support from Vice President Catenacci to approve the Balance Sheet and Budget versus Actual Expense, Public Housing Cash Disbursements and Wire Transfers as presented.
Ayes: Smith, Catenacci, Green, Minder, Robb
Nays: None
Absent: None
Motion Carried.

C. CFP (Capital Fund Project) Obligation/Expenditure Status (E-LOCCS)
Review and discussion held.

8. Report of the Director:
A. Monthly Vacancy Listing
Discussion was held regarding the 70 plus days of vacancy noting that the delay for occupancy is due to the apartment having new flooring installation taking longer than anticipated.

B. Report from the Executive Director
Executive Director reviewed in detail the written report of the Director highlighting the following:
- Discussion was held regarding the WIFI overheating and shutting down. This problem is being resolved by adding additional cooling options.
- The elevator update is scheduled for late September 2025. It was explained that most replacement parts have been delivered, only waiting on two additional parts. Once received, all items will be shipped to AHC and re-construction will begin.
- In preparation for the elevator updates, a chair lift presentation was held with 6 residents attending.

C. Quarterly Report:
1. Five (5) Year Goal Achievement Quarter (March, June, September, and December) 2025.
Review was held.

9. Unfinished Business:
None

10. New Business:

MINUTES OF THE REGULAR COMMISSIONER MEETING
OF THE ALGONAC HOUSING COMMISSION
Monday September 15, 2025
At 6:00 PM
Moehring Room
1205 St. Clair River Drive
Algonac MI 48001

A. Resolution:
   1. Resolution No. 2025-11, Dwelling Lease, Tenant Handbook and Service Charge Schedule of Fees.
      Program Operational Manager, Pamela Moses, was available to review in detail the changes issued to the Tenant Handbook, Dwelling Lease Agreement and approval of the Schedule of Fee.

With discussion and review complete, Vice President Catenacci motioned with support. from Commissioner Green to approve Resolution No. 2025-11, Dwelling Lease, Tenant Handbook and Service Charge Schedule of Fees as discussed.
Ayes: Smith, Catenacci, Green, Minder, Robb
Nays: None
Absent: None
Motion Carried.

B. Approval of Contracts:
   1. Emterra Environmental USA
      1606 E. Webster Road
      Flint, MI 48505
      Cost: Monthly $313.88 or Annual Fee $3,766.56
      Contract Extension: 09/01/2025 - 08/31/2027

      Discussion was held recommending a final contract extension for Emterra Environmental USA noting a slight increase to annual services.

With discussion complete, Commissioner Minder motioned with support from Commissioner Green to approve the final contract extension effective 09/01/2025 through 08/31/2027.
Ayes: Smith, Catenacci, Green, Minder, Robb
Nays: None
Absent: None
Motion Carried.

C. Travel and Training:
   None

D. Miscellaneous:
   None

10. Public/Tenant Comment for items NOT listed on the agenda:
    Ms. Sandra Otto #312 inquired about the following items:
    - Bedbug prevention suggestions.
    - Informed the Board of Commissioners that the 3rd floor balcony string lights are partially not working.
    - On the fire alarm decoder system, apartment #211 is being detected as not in operation and causing a low, constant beeping noise in the common areas.

Executive Director James A. Dewey ensured that these items will be looked into and corrected.

11. Items for next agenda (October 20, 2025):
    None

12. Board Member/Director Comments:
    Commissioner Minder inquired if the 5-year annual plan included the replacement of windows and patio wall doors. Executive Director James A. Dewey said that update discussion of the CFP is fast approaching, and this could be addressed during that time.

13. Adjournment:
    With the business of the agenda having been complete, Vice President Catenacci motioned to adjourn the meeting at 6:37 PM which was supported by Commissioner Robb. The Next Regular Meeting is scheduled to be held on Monday, October 20, 2025, scheduled for 6:00 PM. Motion Carried.

RESPECTFULLY SUBMITTED,

X Cynthia Smith
President/Vice President
Cynthia Smith/Kimberley Catenacci

X
Secretary/ Executive Director/Deputy Executi...
James A. Dewey/Shannon King

Item No: **9d1**
Meeting: 11.18.2025

Business of the Algonac City Council

Consent Agenda Statement

Item Title: **To approve 2026 EGLE Community Public Water Supply fee: $1,710.30.**

Submitted by: Joshua Stewart, Public Services Superintendent

Summary

In accordance with Michigan's Safe Drinking Water Act, PA 399 of 1976, as amended, all community public water supplies are required to pay an annual fee based on population served. The fee is required so the State of Michigan can regulate the public water supply.

The State of Michigan monitors the quality of drinking water served to the public, certifies laboratories for drinking water analysis and water treatment plant operators, maintains a state drinking water laboratory, provides technical consultation, permitting and construction plan review and training.

The Act also calls for each community supply provider to pay the annual fee by November 30th each year, and for a penalty of 9% per annum added for failure to submit the payment on time.

Suggested Action:

MOVED BY: **SUPPORTED BY:**

RESOLVED, to approve payment of the Community Public Water Supply Annual Fee to the Michigan Department of Environment, Great Lakes and Energy (EGLE), whose address is P.O. Box 30657, Lansing, MI 48909, in the amount of $1,710.30.

APPROVED/Denied

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

To: City Treasurer- Alysia Bugg; Utility Billing Clerk- Evah Newman; City Manager- Denice Gerstenberg
From: Algonac Water Plant Superintendent, Josh Stewart
Subject: 2026 Community Water Supply Program Fee
Date: 11/11/2025

The Algonac Water Filtration Plant pays yearly fee to operate. This fee is to cover inspection and sampling requirement for public water supplies. The public water supply program includes periodic inspections, monitoring of drinking water served to the public, certification of laboratory, permitting and plan review, certification and training of operators.

The Michigan Safe Water Drinking Act, 1976, PA 399, as amended, requires an annual fee for each community water supply based on qualifications of the population served. Please see the attached invoice for payment in the dollar amount of **$1,710.30** due by **November 30, 2025** due to EGLE, Cashiers Office, PO BOX 30657, Lansing, MI 48909-8157.

Thank you,

Josh Stewart
Algonac Water Plant Superintendent
(810)794-3281
Waterplant@cityofalgonac.org

(2) Attachments: 1) EGLE INVOICE# 961-11360532, 2) 2026 Fee Schedule for Community Water Supplies.

EGLE

MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
DRINKING WATER AND ENVIRONMENTAL HEALTH
COMMUNITY PUBLIC WATER SUPPLY

INVOICE

Issued under authority of Public Act 399 of 1976 as Amended.

COMMUNITY PUBLIC WATER SUPPLY ANNUAL FEE

Invoice Number:	**761-11360532**
Customer Id:	562579
Invoice Date:	October 30, 2025
Total Due:	**$1,710.30**

CITY OF ALGONAC
STEWART, JOSHUA
1530 ST. CLAIR RIVER DR
ALGONAC, MI 48001
US

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

Account No.:
00110

Invoice Item	Qty	Unit Cost	Sales Tax	Total Cost
WSSN: 00110; ALGONAC, CITY OF	1.00	$1,710.300	$0.00	$1,710.30

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

Total Invoice: **$1,710.30**

Payment Due: November 30, 2025

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

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

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

Account No.:
00110

INVOICE NUMBER
761-11360532
RMD COMM

(Please note or make any address corrections below.)

CITY OF ALGONAC
STEWART, JOSHUA
1530 ST. CLAIR RIVER DR
ALGONAC, MI 48001
US

Total Due: **$1,710.30**

PR 1580E (Rev. 09/24/1999)

QUESTIONS AND ANSWERS TO EXPLAIN MICHIGAN PUBLIC WATER SUPPLY ANNUAL FEES

What is the authorization for this fee?

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

Who is required to pay this annual fee?

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

How much is the 2026 fee?

The fees for community water supplies are based on population served and range from $534.48 to $179,150.32. Noncommunity fees are divided into two categories. Facilities with wells serving primarily a transient population such as campgrounds, rest stops, motels, and restaurants are classified as transient noncommunity water supplies. Their annual fee is $181.71. Nontransient noncommunity water supplies (schools and businesses) routinely serve the same 25 or more persons (students/employees) for at least six months per year. The nontransient annual fee is $769.62 per year. Requirements for nontransient water supplies are much more complex than for transient water supplies, demanding a higher level of regulatory support to attain compliance. Note: The annual fee DOES NOT include the costs for water sample analysis.

Why a fee?

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

What if there are mistakes on the invoice?

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

What happens if the fee is not paid?

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

Item No: 11a
Meeting: 11.18.2025

Business of the Algonac City Council

Agenda Statement

Item Title: **To approve Contract Extension for City Hall, Riverfront Park and Water Plant grass fertilization: $9,988/3 Years.**

Submitted by: Joe Vernier, DPW Foreman

Summary
On October 18, 2022, City Council approved a contract for city-owned properties grass fertilization at City Hall, Riverfront Park and at the Water Plant with D&E Landscape & Grading for 3 years with an option to extend the agreement at the end of the contract, November 15, 2025.

Fertilization is required in early spring, late spring, summer, and late summer.

The current contract provides for a one-year extension. The current contractor, D&E, provided quotes for the next 3 years for Council consideration, which is an increase of 3% each year, as follows:

	City Hall/Park	Water Plant
2026	$3128	$104
2027	$3220	$108
2028	$3316	$112
TOTALS	$9,664	$324

The city has been satisfied with their services.

Suggested Action:

MOVED BY: **SUPPORTED BY:**

RESOLVED, to approve the contract extension for City Hall, Riverfront Park and Water Plant grass fertilization for a three-year period from November 15, 2025 to November 15, 2028 with D&E Landscape & Grading, whose address is 69620 Lowe Plank, Richmond, MI 48062 in the total amount of $9,988.00 and direct the City Manager to sign the contract on behalf of the city.

APPROVED/Denied

City of Algonac
Independent Contractor Agreement
for Lawn Fertilization Services

This contract and agreement made and entered into the 11 day of November, 2025 by and between the City of Algonac and D&E Landscaping, whose address is 69620 Lowe Plank Road, Richmond, Michigan 48062 on the following terms.

D&E Landscaping shall furnish all material, labor and equipment to provide the lawn fertilization services in the Algonac Riverfront Park, Algonac City Hall and the Algonac Water Treatment Plant. For purposes of this agreement, the following individuals are authorized to request lawn fertilization services:

- DPW Foreman Joe Vernier
- City Manager Denice Gerstenberg

!he City of Algonac agrees to pay D&E Landscaping the following fees:

Treatment	Details	Riverfront Park/City Hall 2026 Cost	Riverfront Park/City Hall 2027 Cost	Riverfront Park/City Hall 2028 Cost
#1 Early Spring	Fertilize, weed & crabgrass control	782.00	805.00	829.00
#2 Late Spring	Fertilize, weed & crabqrass control	782.00	805.00	829.00
#3 Summer	Fertilize, weed & crabqrass control	782.00	805.00	829.00
#4 Late Summer	Fertilize, weed & crabqrass control	782.00	805.00	829.00
	Total for this location	$ 3128.00	$ 3220.00	$ 3316.00

Treatment	Details	2026 Water Plant Cost	2027 Water Plant Cost	2028 Water Plant Cost
#1 Early Spring	Fertilize, weed & crabqrass control	26.00	27.00	28.00
#2 Late Spring	Fertilize, weed & crabqrass control	26.00	27.00	28.00
#3 Summer	Fertilize, weed & crabqrass control	26.00	27.00	28.00
#4 Late Summer	Fertilize, weed & crabgrass control	26.00	27.00	28.00
	Total for this location	$ 104.00	$ 108.00	$ 112.00
	Combined 2026 Totals	$ 3232.00		
	Combined 2027 Totals	$ 3328.00		
	Combined 2028 Totals	$ 3428.00		
	All years:	$ 9988.00		

1. D&E Landscaping shall not assign or sublet the whole or part of the work without written consent of the City of Algonac.
2. D&E Landscaping shall protect its employees, subcontractors and the public generally or/and member thereof, effectually from and against any and all claims, losses, damages, injury and liability, however caused, resulting from, arising out of, or in any way connected with the work to be performed under this contract, or thereafter. Contractor shall be responsible for and shall save harmless the City of Algonac as to any and all claims, loss, liability, however caused, injury, costs, expenses, and damages that the City of Algonac may have to pay in consequence of negligence on the part of D&E Landscaping as well as its agents, workmen, and or subcontractors. D&E Landscaping shall also be responsible for and shall save the City of Algonac harmless as to all damages, costs and expenses said City of Algonac may have to pay to any person, firm, or corporation in consequence if any acts or doings or neglect of contractor any of their agents, employees and/or subcontractors.
3. D&E Landscaping shall be responsible for obtaining and maintaining, at its own expense, all licenses and certification required by the State of Michigan and all contractor insurance required by the City of Algonac to perform said services upon request to do so.
4. The City of Algonac is not entering into an exclusive arrangement with D&E Landscaping and reserves the right to use other entities and individuals to perform small cement repair or related services.
5. This agreement shall remain in effect from November 15, 2025 until November 15, 2026. An option to extend this agreement for a period of one (1) year will be considered by November 15, 2026. However, this agreement may be terminated earlier should either party provide written notice seven (7) days prior to the termination.

Owner: City of Algonac	Contractor: D&E Landscaping & Grading INC 69620 Lowe Plank rd
By:	By: RICHMOND, MI 48062
Title:	EDWARD Martindale Title: President
Date:	Date: NOV 11 2025
	x E Martindale

Item No: 11b
Meeting: 11.18.2025

Business of the Algonac City Council

Agenda Statement

Item Title: To accept Michigan Association of Municipal Clerks ADA Infrastructure Grant: $6,200.

Submitted by: Lisa Borgacz, City Clerk

Summary

With the voting precinct relocation to the Algonac Activity Center in July, 2025, the City Clerk applied for grant funding through the Michigan Association of Municipal Clerks (MAMC) for ADA Infrastructure Grant to provide accessibility to the Algonac Activity Center.

On August 15, 2025, we received confirmation that Algonac was awarded the total amount of funding requested, which was $6,200.

The disbursement amount of $6,200 was received on November 3, 2025. This funding will help supply an automatic door opener, door ramps and handicap accessible parking spaces to the building.

Suggested Action

MOVED BY: **SUPPORTED BY:**

RESOLVED, to accept the Michigan Association of Municipal Clerks ADA Infrastructure Grant in the amount of $6,200.00.

APPROVED/Denied

MICHIGAN ASSOCIATION OF MUNICIPAL CLERKS

ADA INFRASTRUCTURE GRANT GUIDELINES

Purpose:
The ADA Infrastructure Grant Program is designed to help local municipal clerks improve accessibility at election precincts and/or early vote sites to ensure compliance with the **Americans with Disabilities Act (ADA).** Local municipal clerks may apply for **up to $10,000** in grant funds to support the installation or renovation of infrastructure that enhances accessibility.

---

1. Eligibility

To be eligible for this grant:

- The applicant must be a **local municipal clerk** responsible for administering elections and a member of **Michigan Association of Municipal Clerks (MAMC).**
- The jurisdiction must propose an ADA-related **infrastructure improvement project** that benefits one or more **precinct or early vote sites.**
- The **total grant amount** for each jurisdiction **cannot exceed $10,000**, regardless of the number of precincts or early vote sites being served.
- The project must adhere to **ADA compliance** standards.

---

2. Funding Availability

- **Maximum grant amount: $10,000 total per jurisdiction** (not per precinct).
- **Upfront grant disbursement:** Funds can be awarded **before the project begins.** The jurisdiction will receive the full grant amount upon award.
- Funds will be distributed **in a lump sum.**

---

3. Application Requirements

- **Completed Application Form**

- **Project Description**: Detailed description of the ADA infrastructure improvements.
- **Total Estimated Project Cost**: Breakdown of the requested grant amount.
- **Certification:** Applicant adhered to the following and will maintain such records during the grant in accordance with Michigan Records Retention Schedules:
  - Followed **local purchasing policies**.
  - **Two (2) quotes** from contractors or vendors for the proposed work or products **exceeding $5,000**. Must indicate vendor preference in project description.
  - That the location being improved is going to remain a polling location for at least the next two general election cycles.
- **Project Timeline**: Indicate when the work will begin and when it will be completed. Project must begin immediately after funds are received.

---

4. Reporting Requirements

- **Proof of Project Completion**: The jurisdiction must submit photo(s) proving the funds were used for the ADA improvements within **120 days** of receiving the grant.
  - Photos must be named with municipality and project name
  - Example: AnnArborCity_ADARamp.jpg
- The **120-day period** for expenditure begins when the grant funds are disbursed, and the jurisdiction must demonstrate that the funds were spent within that period, even if the project itself takes longer to complete.

---

5. Submission and Award Process

- Submit the online grant application form.
- Applications will be accepted until all grant funds are awarded.
- Applicants will be notified via email of grant award.

---

6. Contact Information

For questions or assistance, contact:
Dan Leaman, Grant Program Administrator
Phone: 517.372.6262
Email: info@michiganclerks.org

Item No: 11c
Meeting: 11.18.2025

Business of the Algonac City Council

Agenda Statement

Item Title: **To approve Annual Subscription of Waterworth Software for the Water Plant: $8,904.**

Submitted by: Alysia Bugg, City Treasurer

Summary

Waterworth is a powerful continuous utility rate management software that integrates different data to help gain financial control of water and wastewater systems. This software can analyze historical data and trends, forecast future revenue and expenses, and optimize rate structures and adjust rates as needed.

This software enables us to establish a viewable trend of our projected cash flow, when it would benefit the City to perform large infrastructure upgrades, and how the money received is being spent. It will clearly show our residents and City Council the specifics of how our rates are calculated.

The attached invoice includes consulting, onboarding and the software in the amount of $8,904.00. This software is used by many local municipalities, including Clay Township, Ira Township, and New Baltimore, and is highly recommended.

This subscription service is for the period November 25, 2025 through November 24, 2026, and was budgeted for in FY 2025-2026.

Suggested Action:

MOVED BY: **SUPPORTED BY:**

RESOLVED, to approve Annual Subscription of Waterworth Software for the Water Plant to Waterworth, whose address PO Box 23118, Victoria, BC V8V 4Z8 in the amount of $8,904.00.

APPROVED/Denied

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

To: City Manager, Denice Gerstenberg
From: City Treasurer, Alysia Bugg
Subject: Continue Waterworth Software
Date: 10/19/2025

Waterworth is a financial modeling and planning tool that assists municipalities in maintaining, improving, and sustaining their infrastructure. This software enables the City to accurately calculate water and sewer rates based on actual spending data, projected inflation, and planned capital improvements. Once our financial data is entered, the system can be updated and maintained in real time, ensuring ongoing accuracy and efficiency.

Through Waterworth, the City can easily track and visualize projected cash flow trends, identify optimal timing for large infrastructure projects, and ensure that rate structures remain equitable and financially sound. One of the most significant benefits of Waterworth is its transparency—allowing staff, council, and residents to clearly see how rates are calculated and how revenue is allocated.

Attached is the invoice for Waterworth Software in the amount of $8,904.00 for the service period November 2025 – November 2026. This amount includes continued access to the software platform, consulting support, and maintenance.

Waterworth is used by numerous local municipalities and comes highly recommended for its comprehensive functionality and cost-effectiveness.

Please let me know if you have any questions.

Thank you,

Alysia Bugg
City Treasurer

INVOICE

Algonac, MI
805 Saint Clair River Drive
ALGONAC MI 48001
USA

Invoice Date
31 Oct 2025

Invoice Number
INV-1906

Waterworth
PO Box 23118
Victoria, BC V8V 4Z8
Canada
-
www.waterworth.net
info@waterworth.net
1-844-34-WATER

Description	Quantity	Unit Price	Amount USD
Annual Waterworth Software Subscription (Water)	1.00	5,171.25	5,171.25
Annual Waterworth Software Subscription (Wastewater)	1.00	3,732.75	3,732.75
This invoice is towards software as a service that will be delivered over a 12-month period starting November 25, 2025, through November 24, 2026. Equated amounts corresponding to the monthly value delivery will be credited to your account upon the completion of each month of software value delivered.			
		Subtotal	8,904.00
		TOTAL USD	**8,904.00**

Due Date: 25 Nov 2025

Our preferred payment method is ACH. Please arrange ACH transfers for faster and more secure processing.

If necessary, checks should be made payable to Waterworth. Note that international postage is required for US customers paying by check.

For further details, please contact payments@waterworth.net.

GST: 789699329
IRS TIN: 98-1320761
For US customers, Waterworth is required by the IRS to provide a W-8-BENE instead of a W-9, contact us for a copy.

Item No: 11d
Meeting: 11.18.2025

Business of the Algonac City Council

Agenda Statement

Item Title: **To approve invoice for Architectural Services for Algonac Activity Center: $1,433.75.**

Submitted by: Denice Gerstenberg, City Manager

Summary

Professional expertise was needed after the city purchased the school in December 2023 to determine existing conditions, assess structural issues, discuss improvement options and interpret applicable building codes.

Attached is the invoice from Hartman Architects for these services.

Suggested Action:

MOVED BY: **SECONDED BY:**

RESOLVED, to approve invoice for Architectural Services for Algonac Activity Center from George J. Hartman Architects, P.C., whose address is 6905 Telegraph Road Suite 101, Bloomfield Hills, MI 48301 in the amount of $1,433.75.

APPROVED/Denied

George J. Hartman Architects, P.C.
6905 Telegraph Road • Suite 101
Bloomfield Hills • Michigan • 48301
248-258-5811 • hartmanarchitects@ameritech.net

INVOICE

October 26, 2025

Invoice No. : Algonac - 2414 - Activity Center Preliminary Studies- INV - 01

Client : Ms. Denice Gerstenberg, City Manager
City of Algonac
805 St. Clair Drive
Algonac, Michigan 48001

Project : 2414 - Activity Center Preliminary Studies
Algonac, Michigan

Services: Meetings with City Staff to discuss building conversion, meeting with residential development architect, visual review of building, building code research.

Services					
Employee	**Task**	**Date**	**Hours**	**Rate**	**Total**
George J. Hartman, Architect	Phone call with City Staff to discuss building conversion.	03-14-24	0.50	$185.00	$92.50
George J. Hartman, Architect	Walk through of building to determine existing conditions, discuss improvement options with City Staff, travel time.	03-28-24	2.50	$185.00	$462.50
George J. Hartman, Architect	Meet with City Staff and residential developer/architect to discuss methods to separate building from proposed residential development, how to connect the buildings, assess structure, travel time.	04-18-24	3.50	$185.00	$647.50
George J. Hartman, Architect	Building code review of existing building.	04-22-24	1.25	$185.00	$231.25
		Total Hours	7.75		
		Professional Services Total:			**$1,433.75**

Expenses				
Description	**Date**	**Cost**	**Mark-up**	**Total**
	Reimbursable Expenses Total:			**$0.00**

Invoice Total:	**$1,433.75**

Item No: 11e
Meeting: 11.18.2025

Business of the Algonac City Council

Agenda Statement

Item Title: **To approve Special Event Permit for the 54th Algonac Art Fair September 5 & 6, 2026.**

Submitted by: Denice A. Gerstenberg, City Manager

Summary
The Algonac Art Fair 501C(3) has submitted a Special Events permit for the 54th Annual Algonac Art Fair in Riverfront Park on Saturday, September 5 and Sunday September 6, 2026.

The permit application has been received and has been approved by administration, pending approval by the St. Clair County Sheriff, and pending approval of insurance to be supplied thirty days prior to the event.

Suggested Action: (No Roll Call required)

MOVED BY: **SUPPORTED BY:**

RESOLVED, to approve the Special Events permit for the 54th Algonac Art Fair at Riverfront Park, September 5 & 6, 2026, pending approval by the St. Clair County Sheriff and 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

1. **NAME. DESCRIPTION. DATE(S) & TIME(S) OF EVENT** 2026 ALGONAC ART FAIR
   SEPTEMBER 5 - 6, 2026. 10 A.M. - 6 P.M.

2. **Sponsor Organization**
   Name ALGONAC ART FAIR 501C(3) Street Address 985 COLUMBIA
   City ALGONAC State MI Zip Code 48001 Cell Phone (810) 748-7699
   Email Address lumpkinharris@yahoo.com

3. **Event Chair/Point of Contact**
   Name CATHY HARRIS Street Address 985 COLUMBIA
   City ALGONAC State MI Zip Code 48001 Cell Phone (810) 748-7699
   Email Address lumpkinharris@yahoo.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).**
6. **Who will ensure the event site is clean & restored back to original condition immediately after event?** ALGONAC ART FAIR
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.** FREE TO THE COMMUNITY
   VENDORS PAY $150 - $175

8. **Provide a statement of the benefit of this activity to the public, and the reasons for the activity.**
   54TH ANNUAL ART FAIR - ATTRACTS PEOPLE TO ALGONAC WHO HELP BOOST OUR LOCAL ECONOMY

9. **CITY COUNCIL AND/OR LIQUOR CONTROL COMMISSION MUST APPROVE CONSUMPTION OF ALCOHOLIC BEVERAGES ON CITY PROPERTY. WILL THERE BY ALCOHOLIC BEVERAGES?** NO

10. **Sponsor Requirements (initial each box)**
    - [x] 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.
    - [x] Coordinate placement of portable toilets with DPW at 810-794-5451 or dpw@cityofalgonac.org.
    - [x] I have reviewed City Ordinance Chapter 4 "Amusement and Entertainments", Article III "Special Events".

11. **REQUIRED DOCUMENTS**
    - [x] The application for a permit shall be filed *not less than 90 days prior* to the starting date of the event.
    - [x] *If requested by city,* a surety bond or letter of credit.
    - [x] Safety & Security Plan(s).
    - [x] Boundary Map(s).
    - [x] 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".**

☒ 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.

*** WILL BE PROVIDED 30 DAYS BEFORE THE EVENT.

**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 CATHY HARRIS Date: 11/04/25

FOR CITY USE ONLY

Date Application Received: 11/4/2025 30-Day Deadline to Respond: ______

Conflicting Event on Date of Proposed Event? NO

Permits Required: ______

APPROVALS

1. Safety & Security Plan(s) Approval:

	Signature	Date
St. Clair County Sheriff		
Fire Department	[signature]	11/6/25
Department of Public Works	Joseph V[illegible]	11/6/25
City Manager	Denice Gerstenberg	11/13/25

2. Boundary Map (s)
3. Insurance Certificate
4. City Council Date of Approval for Event(s) & Liquor, if applicable: 11/18/2025

☐ 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: ______

Algonac Art Fair

1. Event Overview

The Algonac Art Fair is a two-day community event celebrating local and regional artists. The fair will include:

- Art Vendors: Booths and displays featuring handmade art, crafts, and goods
- Food Vendors: Food trucks and stands providing refreshments
- Live Music: Local band performance during designated times
- Car Show: A classic and custom car exhibition

Note: No roads will be closed for this event. All activities will be held in designated areas allowing regular vehicular flow on nearby streets.

2. Safety Objectives

- Ensure the safety of all attendees, participants, and staff
- Maintain smooth pedestrian and vehicle traffic flow
- Provide clear emergency procedures and contact protocols
- Prevent overcrowding or unsafe conditions around vendor areas and entertainment zones

3. Security and Police Coordination

- The event requests additional police presence during both days to assist with:
  - Traffic management (If needed)
  - General patrol of the event perimeter and vendor areas (At night)
  - Crowd control during peak attendance hours (If needed)
- The event team will coordinate directly with the SCC Sheriff Department any changes that need to be requested.

4. Fire and Medical Support

- No dedicated fire or DPW services are requested or required.
- Event organizers will maintain a first-aid station and basic medical kit on site.
- Emergency services (Police, Fire, EMS) will be contacted immediately through 911 if any incident occurs.
- All vendors will be required to have fire extinguishers if operating cooking equipment.

5. Traffic and Parking Plan

- No road closures are planned.

- Directional signage will guide vehicles to designated public and overflow parking areas.
- Volunteers and police officers will assist in maintaining steady traffic flow at entry/exit points.
- Vendor vehicles will unload and park in designated vendor parking zones to reduce congestion.

6. Emergency Procedures

- In the event of a medical, fire, or safety emergency:
    1. Contact 911 immediately.
    2. Notify event staff and nearby police officers.
    3. Clear the affected area of attendees if necessary.
    4. Maintain access routes for emergency vehicles.
- Event staff and vendors will receive a pre-event briefing on these procedures.

7. Communication

- All staff, volunteers, and key vendors will have access to a central command contact (event coordinator).
- Radios or cell phones will be used for communication between staff and police officers.
- Public announcements (if needed) will be made through the event's PA system.

8. Weather Contingency

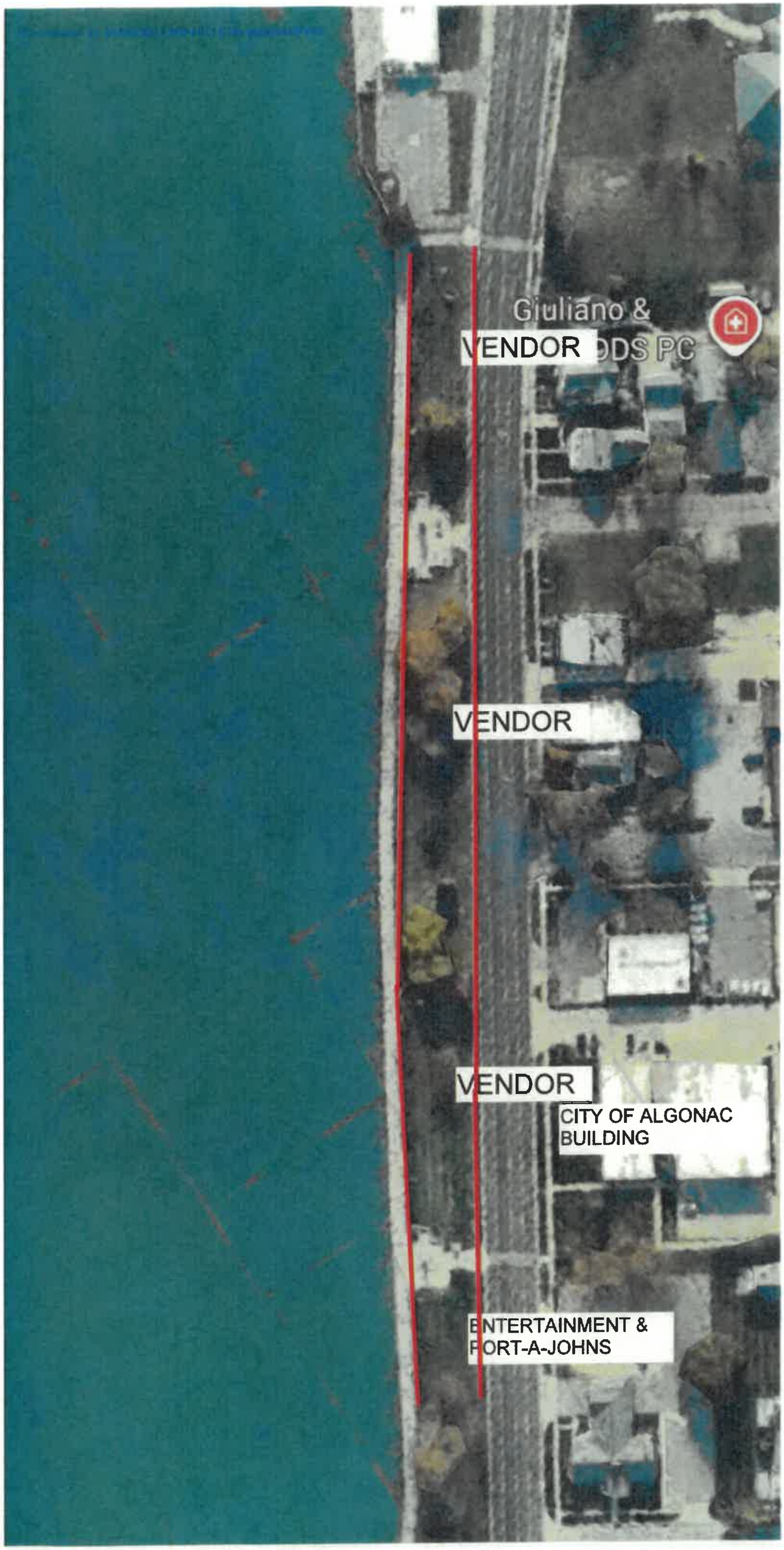
- In case of inclement weather, tents and vendor setups must be secured with proper weights.
- Event organizers will monitor weather alerts and coordinate with police for safety advisories or evacuation procedures if necessary.

9. Insurance and Liability

- The event will be covered under a general liability insurance policy.

10. Post-Event Cleanup

- Vendors are responsible for maintaining their booth areas during and after the event.
- Organizers will ensure that all trash and debris are properly disposed of in designated containers.
- The venue will be inspected after the event to ensure it is restored to pre-event condition.


Giuliano &
VENDOR
VENDOR
VENDOR
CITY OF ALGONAC
BUILDING
ENTERTAINMENT &
PORT-A-JOHNS

Item No: 11f
Meeting: 11.18.2025

Business of the Algonac City Council

Agenda Statement

Item Title: **To approve Special Event Permit for Christmas Music in the Park December 6, 2025.**

Submitted by: Denice A. Gerstenberg, City Manager

Summary
The Faith Coalition of Algonac has submitted a Special Events permit for Christmas Music in Riverfront Park Saturday, December 6th from 4:00-7:00 p.m. This event is one of numerous events during Christmas in the 'Nac, which includes the City of Algonac annual Christmas tree lighting and the Algonac Alive Christmas Card Lane display.

The event will include a Nativity, a petting zoo, hot dogs, snacks and hot chocolate.

The tree lighting starts at 7:00 p.m. Letters from Santa will be collected, and children can sing carols and have pictures taken with Santa.

The permit application has been received and has been approved by administration. The safety and security plan is being reviewed by the St. Clair County Sheriff.

The permit application has been received and has been approved by administration, pending approval by the St. Clair County Sheriff, and pending approval of insurance to be supplied thirty days prior to the event.

Suggested Action:

MOVED BY: **SUPPORTED BY:**

RESOLVED, to approve the Special Events permit from the Faith Coalition for the Christmas Music in the Park at Riverfront Park Saturday, December 6, 2025, pending approval of the safety and security plan from the St. Clair County Sheriff.

APPROVED/Denied

City of Algonac

Special Events Permit

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

1. **NAME, DESCRIPTION, DATE(S) & TIME(S) OF EVENT** Christmas Music in the Park, Dec 6, th 4:00 - 7:00 PM. In tandem with Algonac Alive event

2. **Sponsor Organization**
Name Faith Coalition Street Address 419 Michigan St
City Algonac State MI Zip Code 48001 Cell Phone 586-876-0759
Email Address ChrisHsieh@woodsidebible.org

3. **Event Chair/Point of Contact**
Name Gary Beaulac Street Address 4910 Middle Channel
City Harsens Island State MI Zip Code 48028 Cell Phone 586-872-1981
Email Address gbeaul55@gmail.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).** — On file according to Ed Carter
6. **Who will ensure the event site is clean & restored back to original condition immediately after event?** WOODSIDE CHURCH c/o Gary Beaul after Jan 8,
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.** No charge

8. **Provide a statement of the benefit of this activity to the public, and the reasons for the activity.**
See attached

9. **CITY COUNCIL AND/OR LIQUOR CONTROL COMMISSION MUST APPROVE CONSUMPTION OF ALCOHOLIC BEVERAGES ON CITY PROPERTY. WILL THERE BY ALCOHOLIC BEVERAGES?** NO

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. DONE - WILL BE COMPLETED WEEK OF NOV 24th
- ☐ Coordinate placement of portable toilets with DPW at 810-794-5451 or dpw@cityofalgonac.org. by the city
- ☒ I 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. Certificate of Insurance must be provided *no later than forty-five (45) days before* the starting date of the event.
- ☐ *If requested by city,* a surety bond or letter of credit.
- ☒ Boundary Map(s). ATTACHED WITH SPECIFIC ACTIVITIES
- ☐ Safety & Security Plan(s). on file by Ed Carter. Same as 2024 & 2023
- ☐ 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. NONE

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.

12. SIGNATURE REQUIRED

Event Chair/Point of Contact Signature: [signature] Date: October 31, 2025

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		
Fire Department	[signature]	11/4/25
Department of Public Works	[signature]	11/4/25
City Manager	Renece Gerstenberg	11/13/25

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

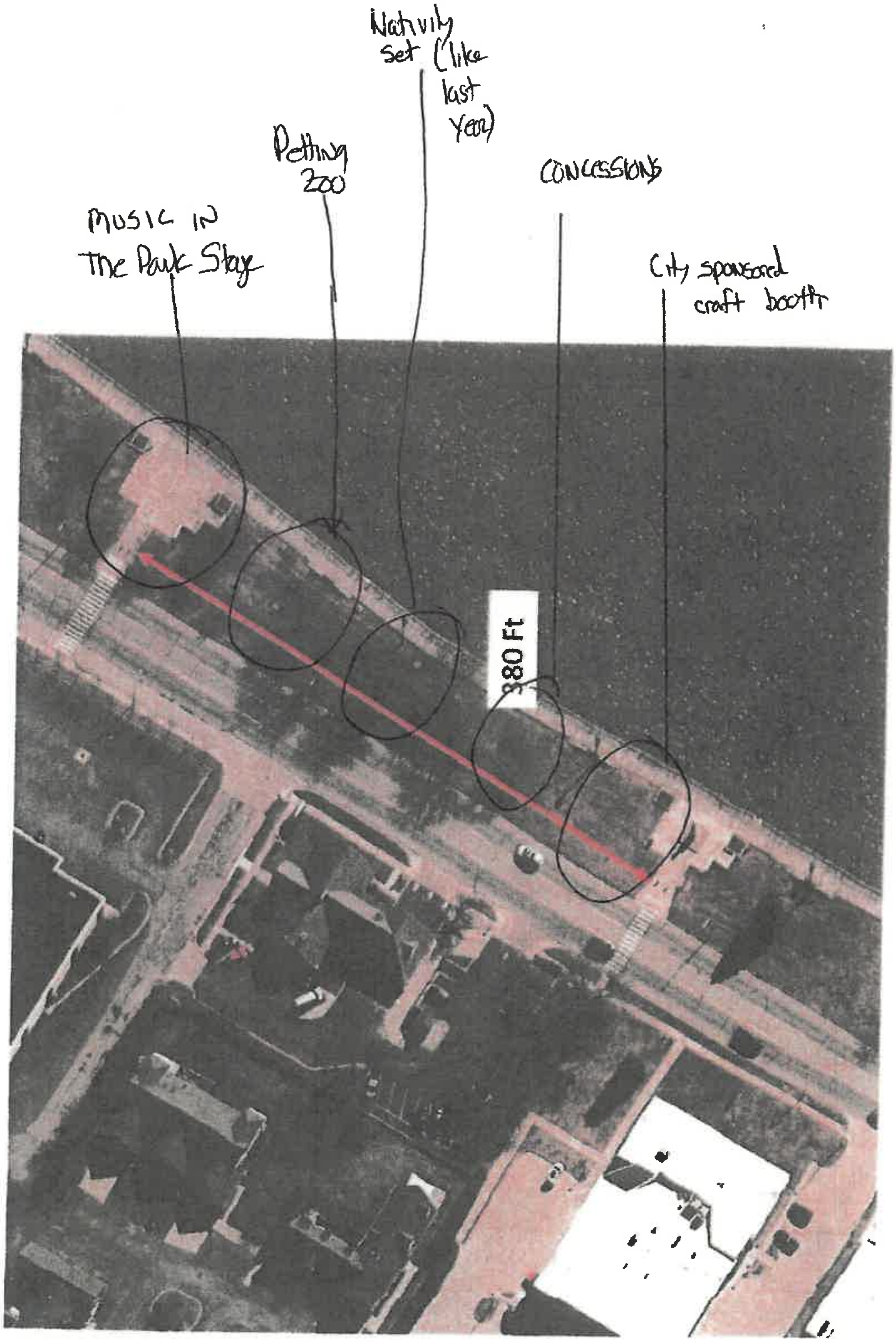
☐ Ready to issue.

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: ____________

S:\APPLICATIONS & FORMS\Special Events Permit_6_17_2024.docx


MUSIC IN The Park Stage
Petting Zoo
Nativity set (like last Year)
CONCESSIONS
City sponsored craft booth
380 Ft

Question #8.

The Faith Coalition is using music to tell the Christmas story through creates a powerful, shared experience that resonates emotionally and spiritually. Here's how a "Christmas Music in the Park" can uniquely benefit the community:

Embodied Storytelling Through Song

- **Brings the gospel to life:** Singing the Christmas story—through carols, narration makes the message of Christ's birth tangible and heartfelt.
- **Accessible to all ages:** Music transcends age, language, and background, allowing everyone to engage with the story in their own way.
- **Invites participation:** Community members can join in singing, making it a shared act of worship and celebration.

Fostering Love and Unity

Centers on love: Framing the nativity around love highlights the heart of the gospel—God's love for humanity—and encourages people to reflect on how they can share that love.

- **Builds bridges:** Singing together dissolves barriers, creating a moment of unity among diverse neighbors.
- **Encourages kindness:** The event can inspire acts of generosity and outreach, or simply connecting with others.

Public Witness and Gentle Outreach

- **Non-verbal ministry:** For those hesitant about church, music offers a gentle, welcoming way to encounter the message of Christ.
- **Visible hope:** A live nativity with singing becomes a beacon of peace and joy in the public square.
- **Seasonal relevance:** It aligns with the cultural rhythm of Christmas, offering spiritual depth amid the holiday bustle.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/13/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AssuredPartners of Michigan 13900 Lakeside Circle Sterling Heights MI 48313	CONTACT NAME: Janice Ketelhut PHONE (A/C, No, Ext): (586) 991-8458 FAX (A/C, No): E-MAIL ADDRESS: janice.ketelhut@assuredpartners.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : Massachusetts Bay Ins Co — 22306
INSURED Woodside Bible Church 6600 Rochester Road Troy MI 48085	INSURER B : Citizens Insurance Co. of America — 31534
	INSURER C : Accident Fund Ins Co of Amer — 10166
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES **CERTIFICATE NUMBER:** CL2552345140 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:	Y		ZDB7993221-17	06/01/2025	06/01/2026	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
							Sexual Abuse Coverage	$ 1,000,000
B	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY			A7B7568825-16	06/01/2025	06/01/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
							PIP-Additional	$
B	X UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0			U7B7993310-15	06/01/2025	06/01/2026	EACH OCCURRENCE	$ 5,000,000
							AGGREGATE	$ 5,000,000
								$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		AFWCP100033280-03	06/01/2025	06/01/2026	X PER STATUTE OTH-ER	
							E.L. EACH ACCIDENT	$ 500,000
							E.L. DISEASE - EA EMPLOYEE	$ 500,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The city of Algonac, including all elected and appointed officials, all employees, and volunteers, all boards, commissions, and/or authorities and their 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, as a result of participation in or attendance at the actiivty, event or use. Certification will indemnify the city for and 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.

CERTIFICATE HOLDER	CANCELLATION
City of Algonac 805 St. Clair River Drive Algonac MI 48001	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE

Additional Named Insureds

Other Named Insureds	
Woodside Algonac	Church, Additional Named Insured
Woodside Chesterfiled	Church, Additional Named Insured
Woodside Detroit	Church, Additional Named Insured
Woodside Detroit East	Church, Additional Named Insured
Woodside Farmington	Church, Additional Named Insured
Woodside Lake Orion	Church, Additional Named Insured
Woodside Lapeer	Church, Additional Named Insured
Woodside Plymouth	Church, Additional Named Insured
Woodside Pontiac	Church, Additional Named Insured
Woodside Riverview	Church, Additional Named Insured
Woodside Romeo	Church, Additional Named Insured
Woodside Royal Oak	Church, Additional Named Insured
Woodside Troy	Church, Additional Named Insured
Woodside Vision Foundation a Non-Profit Corporation	Not for profit org, Additional Named Insured
Woodside Warren	Church, Additional Named Insured
Woodside White Lake	Church, Additional Named Insured

Item No: 12
Meeting: 11.18.2025

Business of the Algonac City Council

Agenda Statement

Item Title: **To approve accounts payable and payroll in the amount of $448,880.46.**

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 $448,880.46.

APPROVED/Denied

TO: ALGONAC CITY COUNCIL		**11/18/2025**		**Item #12**
FROM: ALYSIA BUGG, TREASURER				
11/12/2025				
BANK ACCOUNT	**DATES**	**CHECK NUMBERS**	**AMOUNT**	**TOTAL**
AP	11/12/2025	53611-53646	$ 375,206.68	
TAX	11/6/2025	6659-6661	$ 21,466.87	
				$ 396,673.55
PAYROLL	**DATES**	**CHECK NUMBERS**	**AMOUNT**	
Direct Deposits	11/7/2025	DD13852-DD13880	$ 37,037.96	
Checks	11/7/2025	32465-32466	$ 474.00	
EFT	11/7/2025	EFT #1015	$ 2,648.66	
EFT	11/12/2025	EFT #1016	$ 12,046.29	
				$ 52,206.91
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:				$ 448,880.46
		Direct Deposit	**$ 37,037.96**	
		Total Payroll #1229	**$ 57,591.37**	