



City of *Hastings* Michigan

(269) 945-2468
FAX (269) 948-9544

201 E. State Street 49058

Regular Council Meeting
September 11, 2023
Executive Summary

Item #	Summary
9A	Description: Items for unanimous consent Recommended Action: Motion to approve the consent agenda as presented.
10A	Description: Fire Department Rescue Truck Recommended Action: Motion to approve FleetMod to upgrade the Fire Chief's vehicle to a rescue truck in an amount not to exceed \$11,581.
10B	Description: Water service materials - Lead Line Replacement Program (East Jordan Iron Works) Recommended Action: Motion to approve the purchase of water service materials for the Lead Line Replacement Program from East Jordan Iron Works in the amount of \$6,715.20.
10C	Description: Water service materials - Lead Line Replacement Program (ETNA Supply) Recommended Action: Motion to approve the purchase of water service materials for the Lead Line Replacement Program from ETNA Supply in the amount of \$45,306.30.

Item #	Summary
10D	<p>Description: Construction services – West State Road Small Urban Program project</p> <p>Recommended Action: Motion to approve a proposal for construction services for the West State Road Small Urban Program project from ROWE Professional Services Company in an amount not to exceed \$30,500.</p>
10E	<p>Description: Water reliability study</p> <p>Recommended Action: Motion to approve proposal from Prein and Newhof to perform a Water Reliability Study in an amount not to exceed \$17,800.</p>

**City Council Agenda
September 11, 2023**

1. Regular meeting called to order at 7:00 PM
2. Roll call
3. Pledge to the flag
- * 4. Approval of the agenda
- * 5. Approval of the minutes of the August 28, 2023 regular meeting
- √ 6. Public Hearings: (None)
7. Public Comment:
8. Formal Recognitions and Presentations: (None)
- √ 9. Items for Action by Unanimous Consent:
 - * A. Receive and place on file one invoice totaling **\$69,240** as detailed in attachment.
- √ 10. Items of Business:
 - * A. Consider approval for FleetMod to upgrade the Fire Chief's vehicle to a rescue truck in an amount not to exceed **\$11,581**.
 - * B. Consider approval of the purchase of water service materials for the Lead Line Replacement Program from East Jordan Iron Works in the amount of **\$6,715.20**.
 - * C. Consider approval of the purchase of water service materials for the Lead Line Replacement Program from ETNA Supply in the amount of **\$45,306.30**.
 - * D. Consider approval of a proposal for construction services for the West State Road Small Urban Program project from ROWE Professional Services Company in an amount not to exceed **\$30,500**.
 - * E. Consider approval of a proposal from Prein and Newhof to perform a Water Reliability Study in an amount not to exceed **\$17,800**.

11. Staff Presentations and Policy Discussions: (None)

12. City Manager Report:

- * A. Public Services Director Tate Monthly Report
- * B. Fire Chief Jordan Monthly Report
- * C. Library Director Hemerling Report
- * D. Assessor Rashid Monthly Report

√ 13. Reports and Communications:

- * A. Draft Library Board of Trustees Minutes for August 28, 2023
- * B. YMCA Updates for August 23, 2023
- * C. Event Calendar for September 2023

14. Public Comment:

15. Mayor and Council comment:

16. Adjourn

* Items with enclosures.

√ Motion under agenda heading requires roll call vote.

Guidelines for Public Comment

Public Comment is welcomed and appreciated. Please follow these simple guidelines to ensure all have an opportunity to be heard.

All comments and questions will be made through the chair. All comments will be made in a courteous and civil manner; profanity and personal attacks will not be tolerated. Please limit the length of your comments to 3 minutes. If you are a member of a group, please appoint a spokesperson to speak on behalf of the group (those speaking on behalf of a group may be provided additional time). Please state your name before offering comment.

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

City Council Minutes
August 28, 2023

1. Regular meeting called to order at 7:00 PM by Mayor Tossava in Council Chambers at City Hall.

2. Present at roll call were: Barlow, Bowers, Cary, Furrow, McLean, Nesbitt, Resseguie and Tossava.

Motion by McLean, second by Bowers, to excuse Councilmember Jarvis.
All ayes. Motion carried.

City Staff and Appointees present: Moyer-Cale, Bever, Boulter, Jordan, Tate, and King.

3. Pledge to the flag.

4. Approval of the agenda.

Add: 9.C. Consider approval of YMCA request for use of Fish Hatchery Soccer Field for flag football.

Motion by Furrow, with support from McLean, to approve the agenda as amended.
All ayes. Motion carried.

5. Approval of the minutes of the August 14, 2023 regular meeting.

Motion by Cary, with support by Barlow, to approve the minutes as presented.

Ayes: Barlow, Bowers, Cary, Furrow, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.

Absent: Jarvis.

Motion carried.

6. Public Hearings:

- A. Public Hearing to accept comment from the public concerning a Planned Unit Development modification and final site plan approval for certain properties located at 710 Barfield Drive.

Open Public Hearing at 7:08pm.

- Dan King addressed council
- Jim Dull, Drain Commissioner of Barry County, not in district
- Jim Brown, Hastings Township supervisor
- Lynette Ferguson, 601 Terry Lane
- Chuck Smith, 696 Terry Lane
- Jennifer Miller, 733 Terry Lane

- Susan Jackson, 699 Terry Lane
- Shawn Weldon, 672 Terry Lane
- Mark Hewitt, Miller Real Estate

Close Public Hearing at 7:25pm.

Developers addressed the Council. This included Joel Kamstra, representing Eenhoorn Development from Grand Rapids and Rob Lamer, representing Exxel Engineering.

Questions from: Jim Cary, Mandy Furrow, Jacquie McLean, Norm Barlow, John Resseguie.

7. Public Comment:
 - Mark Hewitt – Wetlands
 - Lynette Ferguson – PUD/Meadowstone
 - Jim Dull – PUD/Meadowstone
 - Dixie Schultz – Meadowstone
 - Susan Jackson – PUD/Meadowstone
8. Formal Recognitions and Presentations: (None)
9. Items for Action by Unanimous Consent:
 - A. Consider approval of a letter of support for the Barry Community Foundation's grant application toward construction of the Community Food Center.

Motion by Bowers, with support by Cary, to approve the letter supporting the construction of the Community Food Center.

Ayes: Barlow, Bowers, Cary, Furrow, McLean, Nesbitt, Resseguie, and Tossava.
 Nays: None.
 Absent: Jarvis.
 Motion carried.
 - B. Receive and place on file ten invoices totaling **\$294,770.35** as detailed in attachments.

Motion by McLean, with support by Nesbitt, to approve the ten invoices totaling **\$294,770.35**.

Ayes: Barlow, Bowers, Cary, Furrow, McLean, Nesbitt, Resseguie, and Tossava.
 Nays: None.
 Absent: Jarvis.
 Motion carried.
 - C. Review YMCA request for use of Fish Hatchery Soccer Field for flag football.

Motion by Nesbitt, with support by McLean, to approve YMCA use of the Fish Hatchery Soccer Field for flag football for requested dates.

Ayes: Barlow, Bowers, Cary, Furrow, McLean, Nesbitt, Resseguie, and Tossava.

Nays: None.
 Absent: Jarvis.
 Motion carried.

10. Items of Business

- A. Consider approval of the Meadowstone Planned Unit Development modification and final site plan recommended by the Planning Commission on August 7, 2023 and adoption of **Ordinance No. 620** modifying Article VII, Division 90-VII-3 Meadowstone Planned Unit Development.

Motion by Nesbitt, supported by Resseguie, to approve Meadowstone PUD modification and final site plan with the amendment to approve the thirty-seven (37) foot building height.

Ayes: Bowers, Cary, McLean, Nesbitt, Resseguie, and Tossava.
 Nays: Barlow and Furrow.
 Absent: Jarvis.
 Motion carried.

- B. Consider adoption of **Resolution 2023-27** to adopt the Cross Connection Control Plan as presented.

Motion by Furrow, with support by Cary, to adopt Resolution 2023-27 to adopt the Cross Connection Plan as presented.

Ayes: Barlow, Bowers, Cary, Furrow, McLean, Nesbitt, Resseguie, and Tossava.
 Nays: None.
 Absent: Jarvis.
 Motion carried.

- C. Consider approval of a contract with Hydrocorp for Residential Cross Connection inspections as presented.

Question from Bowers.

Verne Robins addressed council.

Jim Clevenger from Hydrocorp addressed the council.

Motion by Cary, with support by Furrow, to approve the contract with Hydrocorp for Residential Cross Connection inspections as presented.

Ayes: Barlow, Bowers, Cary, Furrow, McLean, Nesbitt, Resseguie, and Tossava.
 Nays: None.
 Absent: Jarvis.
 Motion carried.

- D. Consider approval of a contract with Michigan Pavement Markings, LLC for street line painting in the amount of **\$33,177**.

Question from Mayor Tossava.

Travis Tate addressed council.

Motion by McLean, with support from Barlow, to approve the contract with Michigan Pavement Markings, LLC for street line painting totaling **\$33,177**.

Ayes: Barlow, Bowers, Cary, Furrow, McLean, Nesbitt, Resseguie, and Tossava.
 Nays: None.
 Absent: Jarvis.
 Motion carried.

- E. Consider approval of a proposal for accounting and bookkeeping services with Walker, Fluke, and Sheldon for year end audit assistance not to exceed **\$16,200** and monthly bookkeeping not to exceed **\$2,900** per month.

Questions from Bowers and Furrow.

City Manager Moyer-Cale and Chris Bever addressed council.

Motion by Barlow, with support from Cary, to approve the proposal of accounting and booking services for year end audit assistance not to exceed **\$16,200** and monthly bookkeeping not to exceed **\$2,900** per month.

Ayes: Barlow, Cary, McLean, Nesbitt, Resseguie, and Tossava.
 Nays: Bowers and Furrow.
 Absent: Jarvis.
 Motion carried.

- F. Consider approval of the purchase of a 2023 Freightliner Commercial Pumper for the Hastings Fire Department from Axes and Iron Manufacturing Vehicle Alliance Group in the amount of **\$456,025**.

Questions from Bowers and Cary.

Motion by Cary, with support from Nesbitt, to approve the purchase of a 2023 Freightliner Commercial Pumper for the Hastings Fire Department from Axes and Iron Manufacturing in the amount of **\$456,025**.

Ayes: Barlow, Bowers, Cary, Furrow, McLean, Nesbitt, Resseguie, and Tossava.
 Nays: None.
 Absent: Jarvis.
 Motion carried.

- G. Consider approval of the purchase and installation of an Exhaust Mitigation System at the Hastings Fire Department from MagneGrip Engineering in the amount of **\$75,958**.

Questions from Bowers and Cary.

Motion by Nesbitt, with support from Barlow, to approve the purchase and installation of an Exhaust Mitigation System at the Hastings Fire Department from MagneGrip Engineering totaling **\$75,958**.

Ayes: Barlow, Bowers, Cary, Furrow, McLean, Nesbitt, Resseguie, and Tossava.
Nays: None.
Absent: Jarvis.
Motion carried.

- H. Consider approval of the purchase of 15 Motorola 800 MHz portable radios for the Police Department in the amount of **\$78,395.70**.

Questions from Mayor Tossava.

Motion by Furrow, with support from Resseguie, to approve the purchase of 15 Motorola 800 MHz portable radios for the Police Department totaling **\$78,395.70**.

Ayes: Barlow, Bowers, Cary, Furrow, McLean, Nesbitt, Resseguie, and Tossava.
Nays: None.
Absent: Jarvis.
Motion carried.

- I. Consider approval of an agreement with Frontier Heating and Cooling to perform HVAC upgrades at the Water Treatment Plant in the amount of **\$29,170**.

Motion by McLean, with support from Barlow, to approve an agreement with Frontier Heating and Cooling to perform HVAC upgrades to the Water Treatment Plant totaling **\$29,170**.

Ayes: Barlow, Bowers, Cary, Furrow, McLean, Nesbitt, Resseguie, and Tossava.
Nays: None.
Absent: Jarvis.
Motion carried.

- J. Consider setting a workshop session on Monday, September 11, 2023 at 6:00pm to hear a report by McGrath Consulting regarding the Hastings Fire Department.

Motion by Barlow, with support from Nesbitt, to set a workshop session on Monday, September 11, 2023 at 6:00pm to hear a report regarding the Hastings Fire Department. All ayes. Motion carried.

11. Staff Presentations and Policy Discussions (None)

12. City Manager Report:

- A. Police Chief Boulter presented his monthly report and addressed city council. Comments from Mayor Tossava and Councilmember Cary.
- B. City Clerk/Treasurer Bever presented his monthly report and addressed city council.

- C. Community Development Director King presented his monthly report and 2022 Community Engagement Summary.

13. Reports and Communications:

- A. Approved Riverside Cemetery Preservation Advisory Board Minutes July 12, 2023.
- B. Draft Minutes for the Downtown Development Authority August 17, 2023.
- C. Draft Airport Minutes August 23, 2023.
- D. Event Calendar August – September 2023.

Motion by McLean, with support from Resseguie, to approve and place on file items A-D.
All ayes. Motion carried.

14. Public Comment: (none).

15. Mayor and Council comment:

Comments from Nesbitt, Bowers, Cary, Resseguie, and Tossava.

16. Adjourn

Motion by McLean, with support from Barlow, to adjourn.
All ayes. Motion carried.

Read and Approved:

David J. Tossava, Mayor

Christopher R. Bever, City Clerk

9.A.

No.	Vendor	Amount	Description
1	Lunghamer Ford	\$69,240.00	2023 Ford Transit Cargo Van for Water/Wastewater Plant
	10 Invoices	\$69,240.00	

FISCAL

23 - 24 -

YEAR

Invoice No. BC139

**Lunghamer Ford**

1960 E. Main Street
Owosso, MI 48867
888-92-FLEET fax 517-625-5832

INVOICE**Customer**

Name City of Hastings
Address 201 East State Street
City Hastings State MI ZIP 49058
Phone 269-838-8395 Attn: Robert Neil

Date 8/17/2023
Order No. 68378
Rep Bill Campbell
FOB Owosso, MI

Qty	Description	Unit Price	TOTAL
	Bid requires payment within 10 days of delivery or \$8.00 a day from 10th day from delivery date will be Charged.		
1	2023 FORD TRANSIT 350 HR CARGO VAN AWD VIN:1FTRU8UG5PKB36043	\$69,240.00	\$69,240.00

[Signature] 8-17-23
RECEIVED BY AND DATED:

Payment Details

☐ Cash
☒ Check
☐ Credit Card
 Name
 CC #
 Expires

SubTotal \$69,240.00
Shipping & Handling \$0.00
Taxes MI \$0.00

TOTAL \$69,240.00

Office Use Only

1.5% due if not paid within 10 days from delivery of vehicle

Thank You for you order

ORIGINAL IN FIXED
AP ~~ASSET~~ FILE



Regular Council Agenda Item Memorandum

To: City Council

From: Fire Chief Mark Jordan

Subject: Rescue vehicle upgrade

Meeting Date: September 11th, 2023

Recommended Action:

Motion to approve Fleet Mod to upgrade the Fire Chief's vehicle to a rescue truck in an amount not to exceed \$11,581.

Background Information:

The city is currently using a 2003 E-350 as a rescue truck. This vehicle is in very poor condition with front end, engine, and electrical system problems. Due to the financial commitment it would take to repair the vehicle, it is recommended that the vehicle be retired.

The Fire Chief is currently driving a 2022 Ford F-250 pickup. This vehicle is underutilized, and with some modifications, would make an ideal replacement of the rescue truck. Modifications will include a full bed draw system and addition of shore power to keep electrical devices charged while in the station.

On August 24th, the BIRCH board purchased a 2021 Ford Explorer to be used as a fast response/Fire Chief's vehicle. The end effect of vehicle ownership is a wash, the city still owns the F-250 with BIRCH now owning the fast response vehicle

Financial Implications:

The total cost of the project will not exceed \$11,581. This project was not in the original fiscal year 2023/2024 budget because it had not yet been planned, but funds may be reallocated within the Fire Department budget to cover the expense, specifically in professional services where we did not use designated funds for a recruiter.

Attachments:

- *Quote and Contract .*

FleetMod - F164848

50 64th Ave S

Coopersville, MI 49404

accounting@advfleet.com

6169970022



Estimate

49197

Date:

8/23/2023**Bill To**

CITY OF HASTINGS & BIRCH ASSOCIATION

201 East State Street

Hastings, MI 49058

P: 269-945-5384

Remit Payment To

Advantage Fleet

920 O'Malley Drive

Coopersville, MI 49404

Service Order		Purchase Order	Service Writer	Authorizer		
49197			Vaneyk, Cade	MARK JORDAN		
Item	Description		Quantity	Rate	Amount	
Complaint: BUILD AND INSTALL BED SLIDE OUT STORAGE SYSTEM						
Cause: Customer request						
Labor	Recommended Correction: Chassis / Chassis / BUILD AND INSTALL BED SLIDE OUT STORAGE SYSTEM		40.00000	\$100.00	\$4,000.00	
Parts	ALUMINIUM SLIDE OUT BED PARTS - ASBP		1	\$5,490.00	\$5,490.00	
				Subtotal	\$9,490.00	
Complaint: INSTALL KUSMAL SUPER AUTO EJECT AND BATTERY TENDER						
Cause: Customer request						
Labor	Recommended Correction: Chassis / Chassis / INSTALL KUSMAL SUPER AUTO EJECT AND BATTERY TENDER		6.00000	\$100.00	\$600.00	
Parts	AUTO CHARGER 1000 KIT - 51-03-1106		1	\$1,200.00	\$1,200.00	
Parts	Wire Auto Duplex 12/2 - 178.2061-FT - A		25	\$2.42962	\$60.74	
				Subtotal	\$1,860.74	
Shop Supplies					\$230.00	
Unit: RESCUE VIN: 1FT7W2B69NEC93143			Labor		\$4,600.00	
2022 Ford F-250			Parts		\$6,750.74	
Chassis: 0 Miles			Subtotal		\$11,580.74	
					Exempt, MI (0% of \$6,980.74)	
					\$0.00	
Total					\$11,580.74	

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

DISCLAIMER OF WARRANTIES

Any warranties on the product sold hereby are those made by the manufacturer. The seller here by expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and the seller neither assumes nor authorizes any other person to assume for it any liability in connections with the sale of said merchandise. Labor associated with any install of warrantable product is not warranted or assumed liability by installer for any defect in manufactured product.

PARTS RETURN

YOU ARE ENTITLED BY LAW TO THE RETURN OF ALL PARTS REPLACED, EXCEPT THOSE WHICH ARE TOO HEAVY OR LARGE, AND THOSE REQUIRED TO BE SENT BACK TO THE MANUFACTURER OR DISTRIBUTOR BECAUSE OF WARRANTY WORK OR AN EXCHANGE AGREEMENT. YOU ARE ENTITLED TO INSPECT THE PARTS WHICH CANNOT BE RETURNED TO YOU.

PLEASE NOTE: RETURN OF SPECIAL ORDER ITEMS ARE SUBJECT TO A 20% RESTOCKING FEE.

NO RETURNS AFTER 60 DAYS. NO RETURN ON ELECTRICAL PARTS.

****A 3% processing fee will apply if paying with credit card****

****Recommended after 50 miles to retorque lug nuts if wheel off procedure was performed****



Regular Council Agenda Item Memorandum

To: City Council

From: Travis J. Tate, P.E., Director of Public Services

Subject: Water Service Boxes Purchase from East Jordan Iron Works

Meeting Date: September 11, 2023

Recommended Action:

*Motion to approve the purchase of water service materials for the Lead Line Replacement Program from East Jordan Iron Works in the amount of **\$6,715.20**.*

Background Information:

We plan on purchasing 60 water service boxes in total, 30 for lead line replacement and 30 for the Streetscape.

Financial Implications:

There is \$60,000 included in the fiscal year 2023/2024 budget for these items.

Attachments:

- East Jordan Iron Works proposal



ej

Quotation

ejco.com

800 626 4653

Account Name City of Hastings
Ship to 301 East Court Street, Hastings, MI, US, 49058
Bill to Attention Accounts Payable 201 East State Street,
Hastings, MI, US, 49058
Full Name
Business Phone
Email
Business Fax
Close Date 11/30/2023

Quote Number 00614573
Quote Name 95E Service Boxes - DOWNTOWN
BUSINESS DISTRICT
Created Date 8/28/2023
Expiration Date 9/27/2023
Prepared by Kevin Spyhalski
Email kevin.spyhalski@ejco.com
Phone (616) 538-2040
Fax (616) 538-4990

Quantity	Product N°	Description	Notes	Line Charge	Sales Price (USD)	Total Price (USD)
30	98752	6500 95E 2-1/2" Service Box Set, Screw Type, 41"-64" Depth of Bury, 30T Top and 39B Bottom with Lid, Black Asphaltic Coated	Currently available: Grand Rapids		111.92	3357.60

Subtotal 3357.60 USD
Grand Total 3357.60 USD

Notes and Comments

DDA



Quotation

ejco.com

800 626 4653

Account Name City of Hastings
Ship to 301 East Court Street, Hastings, MI, US, 49058
Bill to Attention Accounts Payable 201 East State Street, Hastings, MI, US, 49058
Full Name
Business Phone
Email
Business Fax
Close Date 11/30/2023

Quote Number 00614567
Quote Name 95E Service Boxes
Created Date 8/28/2023
Expiration Date 9/27/2023
Prepared by Kevin Spyhalski
Email kevin.spyhalski@ejco.com
Phone (616) 538-2040
Fax (616) 538-4990

Quantity	Product N°	Description	Notes	Line Charge	Sales Price (USD)	Total Price (USD)
30	98752	6500 95E 2-1/2" Service Box Set, Screw Type, 41"-64" Depth of Bury, 30T Top and 39B Bottom with Lid, Black Asphaltic Coated	Currently available: Grand Rapids		111.92	3357.60

Subtotal 3357.60 USD
Grand Total 3357.60 USD

Notes and Comments



Regular Council Agenda Item Memorandum

To: City Council

From: Travis J. Tate, P.E., Director of Public Services

Subject: Lead Line Replacement Material Purchase from ETNA

Meeting Date: September 11, 2023

Recommended Action:

*Motion to approve the purchase of water service materials for the Lead Line Replacement Program from ETNA Supply in the amount of **\$45,306.30**.*

Background Information:

The City plans on replacing about 50 existing lead water services this year. DPS will do the installation outside of the house and will contract a licensed plumber to run a line from outside the house to the inside and connect to the meter. We must purchase the materials as a first step to the process.

Financial Implications:

After approval of the water service materials from East Jordan Iron Works, there will be \$53,284.80 remaining in the fiscal year 2023/2024 budget for these materials. The Ferguson quote is lower (\$43,249) than ETNA (\$45,306); however, there is a 20-25 week lead time for most of Ferguson's materials. ETNA has a 1-2 week lead time on most products because they are currently in stock. This will allow the city to do 25-35 service replacements in fall 2023 and finish up in spring 2024.

Attachments:

- ETNA proposal
- Ferguson proposal



FERGUSON WATERWORKS #2053
3900 44TH ST SE
KENTWOOD, MI 49512-3942

Phone: 616-803-7521
Fax: 616-554-7728

Deliver To:
From: Daniel Myers
Comments:

20:05:20 AUG 29 2023

Page 1 of 2

FERGUSON WATERWORKS #3386

Price Quotation
Phone: 616-803-7521
Fax: 616-554-7728

Bid No: B088235
Bid Date: 08/29/23
Quoted By: DCM

Cust Phone: 269-945-2468
Terms: NET 10TH PROX

Customer: CITY OF HASTINGS
201 EAST STATE STREET
HASTINGS, MI 49058

Ship To: CITY OF HASTINGS
201 EAST STATE STREET
HASTINGS, MI 49058

Cust PO#: CITY OF HASTINGS

Job Name: COPPER & BRASS LIST

Item	Description	Quantity	Net Price	UM	Total
KSOFTG100	1 X 100 K SOFT COP TUBE	1500	709.000	C	10635.00
KSOFTG60	1 X 60 K SOFT COP TUBE	2400	709.000	C	17016.00
FB44444NL	LF 1 CTS X CTS BALL CURB ST	35	139.000	EA	4865.00
FFB10004NL	LF 1 CC X CTS PJ BALL CORP	15	85.000	EA	1275.00
KSOFTF100	3/4 X 100 K SOFT COP TUBE	800	534.000	C	4272.00
KSOFTF60	3/4 X 60 K SOFT COP TUBE	480	534.000	C	2563.20
FC4434NL	LF 3/4X1 CTS X CTS COMP COUP	40	27.900	EA	1116.00
FB44333NL	LF 3/4 CTS X CTS BALL CURB ST	10	87.050	EA	870.50
FFB10003NL	LF 3/4 CC X CTS PJ BALL CORP	10	63.630	EA	636.30
*CORPS & CURB STOPS HAVE AN ETA OF 21-23 WEEKS.					
*BRASS ADAPTERS HAVE AN ETA OF 25-27 WEEKS.					
*COPPER HAS AN ETA OF 1-2 WEEKS. **COPPER PRICING IS GOOD UNTIL 9/5/23**					

Net Total: \$43249.00
Tax: \$0.00
Freight: \$0.00
Total: \$43249.00



HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to
complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=3386&on=4852>

Robert Neil

From: Chad Hart <chart@EtnaSupply.com>
Sent: Tuesday, August 29, 2023 2:28 PM
To: Robert Neil
Subject: RE: quote
Attachments: S105268961-0001.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: External Email

Here you go. See below for availability.

Thanks Rob

15-1"-100' rolls Soft K Copper- in stock
40-1"-60' rolls Soft K Copper- majority in stock, lead time 1-2 weeks
35-1"-Compression Curb Stops- in stock
15-1" Compression Corporation Stops- in stock
8-3/4" 100' roll Soft K Copper- majority in stock 1-2 weeks.
8- 3/4" 60' rolls of Soft K Copper- majority in stock 1-2 weeks.
40-1" to 3/4" Compression Reducers- 22 weeks
10-3/4" Compression Curb Stops- in stock
10-3/4" Compression Corporation Stops- in stock.

Chad Hart
Municipal Customer Service
1090 SE 36th St, Grand Rapids, MI 49508 | p.616.514.5223.



Read the latest about ETNA Supply's response to **COVID-19** [Here](#).
We want your **FEEDBACK**! Take our most [recent survey](#)!



From: Robert Neil [mailto:rneil@hastingsmi.gov]
Sent: Tuesday, August 29, 2023 2:20 PM
To: Chad Hart <chart@EtnaSupply.com>
Subject: quote

This message originated from outside ETNA

Chad,



ETNA SUPPLY - GRAND RAPIDS
4901 CLAY AVENUE SW
GRAND RAPIDS, MI 49548-3038
616 241 5414
Fax 616 241 4786



Quotation

QUOTE DATE	QUOTE NUMBER
08/29/2023	S105268961
ETNA SUPPLY PO BOX 772107 DETROIT, MI 48277-2107 P-616 248 9182 F-616 245 9940	
PAGE NO.	
1 of 2	

QUOTE TO:

SHIP TO:

HASTINGS WATER PLANT
201 E STATE ST
HASTINGS, MI 49058-1954

HASTINGS WATER PLANT DPW
301 EAST COURT ST
HASTINGS, MI 49058

CUSTOMER NUMBER	JOB NAME / PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON		
15113			Kevin Dieleman		
WRITER		SHIP VIA	TERMS	EXPIRE DATE	FREIGHT EXEMPT
Chad Hart		GRPD	NET 25TH	09/01/2023	Yes
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE	
	<div>SHIPPING INSTRUCTIONS</div> <div>DELIVERY DATE: ANY DELIVERY TIME: ANY CONTACT NAME: CONTACT #: ADD'L INSTR:</div>				
	1500ft	1X100FT COP K SOFT COIL Pn: 16287	748.000/c	11220.00	
	2400ft	1X60FT COP K SOFT COIL Pn: 54407	748.000/c	17952.00	
	35ea	B44-444-Q-NL - 1 CURB STOP QJ NO LEAD FORD Pn: 166784	158.000/ea	5530.00	
	15ea	F1000-4-Q-NL -1 CORP STOP QJ NO LEAD FORD Pn: 168309	78.900/ea	1183.50	
	800ft	3/4X100FT COP K SOFT COIL Pn: 33658	563.000/c	4504.00	
	360ft	3/4X60FT COP K SOFT COIL Pn: 39071	563.000/c	2026.80	
	40ea	C44-34-Q-NL 3/4X1 QJ-CTS COUPLING NO LEAD FORD Pn: 187917	33.000/ea	1320.00	
	Subtotal				
S&H Charges					
Amount Due					

Prices are firm for 3 days. Price subject to change after 3 days.

Prices are firm for 3 days. Price subject to change after 3 days.



ETNA SUPPLY - GRAND RAPIDS
4901 CLAY AVENUE SW
GRAND RAPIDS, MI 49548-3038
616 241 5414
Fax 616 241 4786



Quotation

QUOTE DATE	QUOTE NUMBER
08/29/2023	S105268961
ETNA SUPPLY PO BOX 772107 DETROIT, MI 48277-2107 P-616 248 9182 F-616 245 9940	PAGE NO.
	2 of 2

QUOTE TO:

SHIP TO:

HASTINGS WATER PLANT
201 E STATE ST
HASTINGS, MI 49058-1954

HASTINGS WATER PLANT DPW
301 EAST COURT ST
HASTINGS, MI 49058

CUSTOMER NUMBER	JOB NAME / PO NUMBER		JOB NAME / RELEASE NUMBER		SALESPERSON	
15113					Kevin Dieleman	
WRITER		SHIP VIA	TERMS		EXPIRE DATE	FREIGHT EXEMPT
Chad Hart		GRPD	NET 25TH		09/01/2023	Yes
ORDER QTY	DESCRIPTION				UNIT PRICE	EXT PRICE
10ea	B44-333-Q-NL -3/4" CURB STOP BOTH ENDS QUICK CONNECT NO LEAD FORD Pn: 160316				105.000/ea	1050.00
10ea	F1000-3-Q-NL -3/4 CORP STOP QJ NO LEAD FORD Pn: 194483				52.000/ea	520.00
<p>This Quotation is expressly conditioned and controlled by Seller's standard terms and conditions of sale found at www.etnasupply.com/tcsale. All other terms are expressly rejected. To the extent there is a conflict between any of the terms appearing on the face of this Quotation and ETNA's Standard Terms, the terms appearing on the face of the Quotation control. TAXES ARE NOT INCLUDED ON THIS QUOTE!</p> <p>Prices are firm for 3 days. Price subject to change after 3 days.</p>					Subtotal	45306.30
					S&H Charges	0.00
					Amount Due	45306.30



Regular Council Agenda Item Memorandum

To: The Honorable Mayor, City Council Members, and City Manager Sarah Moyer-Cale

From: Travis J. Tate, P.E., Director of Public Services

Subject: ROWE Construction Engineering Services Proposals – State Road

Meeting Date: September 11, 2023

Recommended Action:

*Motion to approve a proposal from ROWE for construction services for the Small Urban Program project for West State Road in an amount not to exceed **\$30,500.***

Background Information:

This project is for the Small Urban Program for West State Road from Glenview Drive to Broadway Avenue(M-43). It will entail the cold milling of 4 inches of existing asphalt pavement, placing 4 inches of new HMA (2 Courses), removal and replacement of concrete curb & gutter, adjusting drainage structures, paint striping, and traffic control. This project has not yet been awarded to Lakeland Asphalt but should be within the next few weeks.

After award, a preconstruction meeting will be scheduled to get a better sense of the project schedule. It is anticipated to begin in late September and continue through mid-October for substantial completion.

Financial Implications:

There is \$50,000 included in the fiscal year 2023/2024 budget for Engineering Services in the Major Streets Fund.

Attachments:

- ROWE Proposal Letter



August 28, 2023

Mr. Travis Tate, PE – Department of Public Services Director
City of Hastings
201 E State Street
Hastings, MI 49058
Via e-mail: ttate@hastingsmi.org

RE: State Road Rehabilitation Proposal for Construction Engineering Services

Dear Mr. Tate:

ROWE Professional Services Company is pleased to provide the City of Hastings with the following proposal for construction services for the rehabilitation of State Road from the west spring point of Glenwood Avenue to Broadway Street. The scope of services is based on our conversations with the City of Hastings and experience with these types of projects.

The project is funded through the Michigan Department of Transportation (MDOT) Small Urban Program with a local match and COVID-19 funds as a replacement project for the Grand Street Rehabilitation Project currently on the Transportation Improvement Program (TIP). The project design follows MDOT standards and requirements. Construction engineering will follow the MDOT Local Agency requirements for federally funded projects.

Construction Services Scope:

- Scope is based on a Fall 2023 construction.
- Full time observation (55 hours per week for three weeks).
- Field management and file management for three weeks.
- Bi-weekly pay estimates.
- Interim file review.
- Interim Contractor Performance Evaluations (CPE).
 - if needed
- Final CPE's.
- Final file review.
- Project start-up: 30 hours.
- Project close-out: 40 hours.
- Review project certifications / material reviews.
- Perform material testing.
- Administer bi-weekly construction project progress meetings.

SINCE 1962

Services do *NOT* include the following:

- Construction engineering additional to the three weeks and 55-hour weeks anticipated for the project
- Right-of-Way services.
- Contractor appeal meetings

Items not specifically called out in the scope of work are considered out of scope, even if not specifically noted as such.

The not to exceed effort for the tasks noted above is as follows:

- ROWE Construction Services: not to exceed **\$30,500**.
 - If project schedule provided by contractor is different than anticipated and outlined in this proposal, ROWE will submit an amendment to the city for approval prior to beginning work.

If additional services are requested, ROWE will provide an amendment prior to beginning work.

We appreciate this opportunity to be of service to the City of Hastings. Please feel free to contact Hailey Savola at (616) 834-1596 if you have any questions.

Sincerely,
ROWE Professional Services Company

Kent Edwards, PE
Senior Project Manager

Hailey Savola
Senior Project Engineer



Regular Council Agenda Item Memorandum

To: City Council

From: Travis J. Tate, P.E., Director of Public Services

Subject: Water Reliability Study by Prein & Newhof

Meeting Date: September 11, 2023

Recommended Action:

*Motion to approve a proposal from Prein and Newhof to perform a Water Reliability Study in an amount not to exceed **\$17,800**.*

Background Information:

EGLE requires a Water Reliability Study to be conducted every five years. It was last completed for the city by Prein & Newhof in 2018. We are choosing to work with them exclusively on this because of their prior work on the last two water reliability studies, recent capital improvement plan, DWAM grant for lead line investigation and asset management, and water and sewer rate study.

The study is an approximately 165-page report that compiles recent past water data, future demands, analyses all the infrastructure, models for the existing and future system, identifies issues and makes recommendations. This is one of our key tools to use for capital improvement planning, new development, and operations.

Financial Implications:

There is \$20,000 included in the fiscal year 2023/2024 budget for this study.

Attachments:

- *Prein & Newhof proposal*

August 17, 2023

Travis Tate, P.E.
City of Hastings
201 E. State St.
Hastings, MI 49058

RE: Professional Engineering Services
Water System Reliability Study Update

Dear Mr. Tate:

Thank you for the opportunity to offer our engineering services related to an update of the City of Hastings Water System Reliability Study. Part 12, Rule R325.11203 and R325.11604 promulgated under Michigan's Safe Drinking Water Act, 1976, P.A. 399, as amended, requires a water system Reliability Study every 5 years. We completed your last reliability study in November 2018 and will update this study to reflect current reliability issues and concerns.

The study must include an evaluation of the reliability of the City's existing water distribution system as well as the projected future supply to the service area. With this in mind, we have prepared a scope of services that will meet the overall request of the EGLE, as well as provide meaningful information for planning purposes. The following represents our intended scope of services to meet the EGLE requirements and the needs of the City:

1. Kick off Meeting (in person)

We will meet with you to review of the study requirements, system data needed from the City, and project schedule, including hydrant flow testing.

2. Obtain recent water system data

This task includes gathering data on recent changes to the system infrastructure and operation, and historic demands since 2018. This includes:

- Monthly operating reports for 2018 through 2022 (including pumping to high and low pressure districts).
- Annual billing volume totals for each customer class (residential, commercial, etc.) from 2018 to 2022
- Annual billing volume totals for any large users from 2018 to 2022
- Annual water loss (accountability) data from 2018 to 2022
- Updates to maintenance programs (hydrant flushing, valve turning, meter replacement, tank maintenance, cross-connection control, etc.)
- The current number of service connections or equivalent Residential Equivalent Units (REUs)
- Your current Water Shortage Response Plan (if you don't have one, we will provide a template)

- Any Main Break data
- Water Quality Data: PFAS Sample results, DBPs, lead service plan, etc.
- Your most recent EGLE Sanitary Survey

3. Prepare 20-Year Demand Projections

Demands will be projected through Year 2043 in five-year increments. The projections will be based on historic data, land use maps, available projections or other information provided regarding potential growth. Average day, maximum day and peak hour demands will be estimated based on this information.

4. Evaluate Storage and Supply

Based on the demand projections through Year 2043, the system supply and storage capacity will be analyzed. This analysis includes consideration for both non-emergency storage (equalization storage) and emergency storage. Currently, the City has two elevated storage tanks. This evaluation will also reflect the results of ongoing discussions the City is having with EGLE regarding the City's High Pressure District which (currently) is only served by a booster station.

5. Obtain Hydrant Flow Test Results

We plan to use hydrant flow tests to calibrate your hydraulic model. We will work with you to perform the tests. First, we will prepare a hydrant test plan that ensures representation of differing areas of your system as well as various distribution main sizes and ages. We propose one day of testing with our field engineer and will provide the testing equipment.

6. Review and Update Hydraulic Model

The objective of this task is to verify the accuracy and update the computer model from which further hydraulic analysis can be performed. Water system information obtained from the City would be incorporated to improve the model accuracy. We propose to update the existing model using WaterGEMS computer software.

7. Recalibrate the Model

Calibration is a critical step in developing an accurate model, since results of a poorly calibrated model typically don't provide meaningful information. We will verify/calibrate your model using 10 to 12 hydrant test results, primarily by adjusting roughness factors and demands. The EGLE requires a calibration based on recent hydrant test results, as mentioned previously.

8. Determine Existing and Projected System Performance

The calibrated model can accurately simulate the current system operation. Model simulations will be performed for existing average day demands, maximum day demands, and maximum day demands plus fire.

With the demand projections, the model will also be used to simulate future conditions. Model simulations will be performed for projected average day demand, maximum day demand, and maximum day demand plus fire.

9. Water Quality Analysis

Water quality is a critical aspect to the reliability of your water system. This task reviews water quality data, including DBPs, chlorine residuals, PFAS, etc.

10. Identify Deficiencies and Evaluate Solutions

System deficiencies will be identified for both existing and future demand conditions. These include areas of low pressure under emergency (<20 psi) or non-emergency (<35 psi) conditions, or other reliability concerns. These deficiencies will be tabulated and solutions to removing the deficiencies will be reported.

11. Review Operation and Maintenance Procedures

Operation and Maintenance procedures will be reviewed including hydrant flushing, valve exercising, meter replacement and calibration, leak detection and water accountability, cross-connection program, etc. Recommendations will be made as necessary.

12. Review Reliability Issues

System redundancy, system looping, maintenance programs, aging infrastructure, and various water quality parameters will be reviewed, among others.

13. Prepare Recommendations/CIP

Based on the hydraulic analysis, recommendations for improvement to the transmission and distribution mains and other facilities will be prepared. Recommendations will consider the cost-effectiveness of the various improvement options. The City's current Capital Improvements Plan for the water system will be reviewed and an updated list of projects will be included in the Water System Reliability Study.

14. Provide Water System Maps

Part 16 of the Michigan Safe Drinking Water Act requires the development of a General Plan Map. The map will show water mains, sizes, metering stations, and storage facilities (with capacities of each). The General Plan Map will also provide information on system deficiencies and recommended improvements.

We will use your GIS system data to develop the maps provided in the report. Other maps to be provided include an existing water system map with future service boundary, water main material map, water main age map, and two pressure contour maps/results for high demand conditions will be provided.

15. Prepare Report

Prepare a report summarizing the findings of the reliability study. This report will include a description of the system, results of the analyses, recommendations, and cost estimates as described in this scope of services. The report will also include color maps described previously.

16. Report Review Meeting (in person)

We will meet with you to review the initial draft report and discuss comments or questions you may have before the final draft report is submitted to EGLE.

17. Submit Final Draft Report

Following your review of the draft report and modifications to meet your needs, we will provide a final draft copy of the draft report to the EGLE. With EGLE's acceptance of the Reliability Study, we will then submit copies of the final report to you.

Fees and Schedule

We propose to perform the services described above for a not-to-exceed fee of \$17,800. The final draft report can be submitted to EGLE in December 2023 assuming we are authorized to proceed by September 6th and hydrant testing can be completed in September.

Prein&Newhof appreciates the opportunity to provide you with this proposal. Please contact us if you have any questions.

Sincerely,

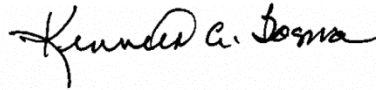
Prein&Newhof



Dana R. Burd, P.E.
Project Manager

TS/drb

Enclosures: None



Kenneth A. Bosma, P.E.
Team Leader



City of *Hastings* Michigan

(269) 945-2468
FAX (269) 948-9544

201 E. State Street 49058

Date: September 11, 2023
To: City Council
From: Travis Tate, Director of Public Services
Subject: DPS Monthly Progress Update

Current Projects:

- **WWTP Roof Project:**

The Wastewater Treatment Plant roof project is nearly complete. There have been some disagreements between the City and the contractor related to changes in the scope of work. The contractor submitted an invoice for items related to a project change where additional costs had not been preapproved and are being disputed. The City Manager has exchanged correspondence with the contractor's representatives. Currently no further work on the roof is being taken. Ten percent of the contract amount has been withheld to date until the issues can be resolved.

- **Downtown Streetscape:**

Construction to begin on September 11 on the north side of 200 block of East State Street. Katerberg Verhage will remove light poles, trees and sidewalk. Then place concrete, irrigation lines, electrical conduit, and light pole bases. They will continue west at the two other blocks this fall to Broadway Street.

- **State Road Mill and Pave Project:**

Lakeland Asphalt will be awarded this project within the next couple weeks. A precon will be scheduled before construction will start. I anticipate a Late September start for this project. project should only take 3-4 weeks to complete. DPS, Rowe PSC and Lakeland Asphalt will communicate the schedule to residents affected by this project. Close attention to traffic control will occur on this project.

- **WTP Roof Project:**

This project is almost complete, besides gutters and downspouts. This should be done by late September to Early October.

- **Cemetery Memorial:**

The advisory board will meet this week to go over the project before a recommendation to council. There are three phases to this project.

- **Street Line Painting:**

Michigan Pavement Markings, LLC will begin in a couple weeks with their long line crew and then periodically work on the parking and markings throughout town. They should complete this project by mid-late October.

- **Parking Lot 8:**

Currently in negotiations with Katerberg Verhage (low bidder) to reduce the contract amount (\$251,771.00) to get it close to budget (\$200,000.00). This project will likely be postponed until next spring.

- **City Tree Planting:**

Tree planting RFP for 48 trees is out for bid and opening will be September 19, 2023 at 10 am at City Hall.

Future Projects (This Fall):

- Water Tower Security Upgrade.
- City Hall Interior Improvements.
- Paver Ratings for streets.
- Semi-Annual Hydrant Flushing.
- Lead Line Water Service Replacement Program.
- Meter and R900 replacements.
- Valve Exercising Program.
- Various concrete curb & gutter, sidewalk, drive approach replacements.
- Tree removal, trimming and stump grinding contract RFP and bid opening.

If you have any questions, please let me know.

Sincerely,

Travis Tate
Director of Public Services



City of *Hastings* Michigan

(269) 945-2468
FAX (269) 948-9544

201 E. State Street 49058

Fire Department Report for August 2023

The department responded to a total of 72 calls for service in August; 36 in the city and 36 in the rural area, out of which 38 were medical related. Total calls for service YTD.

National Line of Duty Deaths

August (9) nine deaths

YTD (55) fifty-five deaths

Training:

We focused on SCBA, including the annual testing each member must undergo to ensure their air pack fits correctly.

Housekeeping activities:

During the month of August, we finished up annual testings, with the exception of hose testing. Truck #831 is back from repair but due to its condition we elected to leave it out of service. This is one of the trucks being replaced by the new engine. Truck 836 is still out of out of service having the PTO repaired; waiting on a drive shaft to arrive. Once repaired we will complete pump testing and ladder certification. August 24th attended a BIRCH meeting where they agreed to purchase a new 2023 3000-gallon tanker and a 2021 fast response/Chiefs' vehicle. We also implemented new software, that will allow us to track hours worked for each member and allow us to track all the assets. As we continue to update some very expensive equipment, we must track its location and condition; we can also forecast when equipment needs replaced. This will be instrumental in budgeting going forward.

Chief's comments:

On behalf of the department, I would like to express our thanks to both the city council and the BIRCH board for allowing us to move forward replacing 4 pieces of apparatus. The upgrades are sorely needed and will aid in the protection of our residents and ensure the safety of each department member. In addition, the exhaust mitigation system will reduce contaminants in the station for a healthier working environment.

Respectfully,

Chief Mark Jordan



City of *Hastings* Michigan

(269) 945-2468
FAX (269) 948-9544

201 E. State Street 49058

Fire Department Call for Service August 2023 overview

Type of call	City	Rural
Structure Fire		1
Medical in Nature	10	18
EMS Assist	7	3
Vehicle Accidents W/Injures	5	7
Vehicle accidents W/O injuries	1	
False Alarms	2	
CO Alarms	1	
Wires down	5	3
Odor/Smoke Investigations	1	1
Illegal/unauthorized burning	3	1
Assist Citizen		
Law enforcement assist		1
Totals	36	31

Response by Area

1 st Ward	13	Baltimore	2
2 nd Ward	3	Irving	5
3 rd Ward	11	Rutland	6
4 th Ward	9	Carlton	9
		Hastings	14
Total City	36	Rural	36



Library Director's Report for the August 28, 2023 Board Meeting

In August we don't plan much programming. This gives the staff time to finish summer reading and start gearing up for the fall. It didn't stop the month from being busy though. Summer reading wrapped up, the window project moved forward and our new circulation supervisor began training, along with many other things.

We had great participation in our summer reading program. The theme sparked ideas for programming, decorating and prizes. Paige will share information and statistics about it in her report.

During August the preparation for construction moved forward and we were in contact with all the contractors involved with the window project.

- We finalize the specs for the HVAC system.
- Approved the glass and aluminum for the windows and did another walk around with Battle Creek Glass (BCG) to finalize the shop drawings.
- Made arrangements to borrow a book drop from the Thornapple Kellogg School & Community Library, so patrons will still be able to return their items leaving their cars while the drive thru lane is closed.
- Did a walk through with Jared Gortsema from Eckhoff DeVries, and two drywallers they have hired, to look at places that will need more extensive repairs, ask all our questions and answer any questions they had.
- Scheduled the building to be power washed before construction begins.

Currently, the window construction is set to begin the week of Sept. 11. I should get a definite date from BCG's project manager by early next week. When we find out the start date we will also learn when they will bring their storage container and dumpster. David will keep patrons and the community informed when the drive thru lane will close. We will be posting information about the construction process on our website and on Facebook to keep people informed about what sections of the windows are being worked on and how it will affect access to books and other materials. I'll send you updates as they become available.

Before the work on the windows begins we've hired Bailtek to remediate the mold caused by the leak in the teen room and an old leak in the children's area. Fortunately, there is no damage to the drywall, so they only need kill any mold and seal over the areas they have treated. They are schedule to do the work on September 5.

Early in August, solar tech Brian Zeemering replaced our solar inverter. It took him two days, but once it was installed the read out showed the solar panels were really putting out the energy. With the new inverter we have an account with Growatt to look online to see how much electricity the panels are producing. Hopefully, our electric bill will go down now.

As you know, Tess Allarding joined the staff as circulation supervisor at the beginning of the month. Tess has been working at the Lake Odessa Community Library for almost two years, so came to us already familiar with our circulation system, since Lake O's library uses the same system. She has been training with David and several other staff members to learn our procedures and processes. She's a quick study, so she's almost up to speed in many ways. I invite you to stop by the Library and welcome her.



A lot of good things took place in August. It's exciting to see all the activity in the building and have the start of the window construction just around the corner.

Assistant Director, David Edelman's report:

I am excited to pass on a few great updates since the end of July.

- The picnic table and solar canopy were installed Tuesday 8/22. Woohoo!



- Digitizing of the Sun & News is complete. We will work on uploading to the Barry County History Portal over the next few months.
- The Maple Valley News is out for digitizing, though as discussed in early August, all of it cannot be accomplished with available funds. See the meeting agenda where we will discuss what can be done.
- Another patron with Meals on Wheels signed up for Home Delivery. I am considering expanding the service to all of our service area this fall.
- We received a donation of a painting of former High School Principal William Wallace, for whom the library was named when it moved into the high school in 1955. We plan to put it on display in the Michigan room.
- I have added to my rubber ducky collection (visit them at my desk). I acquired an aviation duck at the Air Zoo when my wife and I went to Adult Space Camp in August. We got to meet Darth Vader, Robbie the Robot and my all-time favorite, Gort. 😊

Marketing & Adult Services, Barbara Haywood's report:

Even without programs in August there were plenty of activities and work to be done wrapping up summer reading and working on promotions for our upcoming events and activities.

- A War Hammer Role Playing games group shared the community room with Dungeons & Dragons on Saturday, August 19. There was a total of twenty-five participants between the two groups. They plan to continue meeting together on the 2nd Saturday of each month from 10am-2pm.
- Prizes were flying out the door for summer reading's "Read Beyond the Beaten Path" camp challenge. See Paige's report for more information.



Bailey, Felicity and Theo Sejat show off their decorated bags

- Arm Chair Travel starts back up on September 20. We will have several great in-person travelers sharing their passions and the travel that goes with it this fall & winter.

Youth Services Librarian, Paige Brandli's report:

August is typically a slower month in the youth department as we wrap up and recover from Summer Reading. Emma and I began another weeding project. This time we're going through the nonfiction sections of the children's and teen areas. It's a slow process, especially in the children's area, but it's necessary to keeping relevant information accessible to our patrons. I started with the children's coping section. I have plans to meet with Maggie Brayler from the Family Support Center to discuss what areas of support her families need and what topics should be addressed in our coping section.

Summer Reading officially ended on Saturday August 19th. This was definitely our most successful post-Covid summer program. The table below lists our registration & completion numbers for all four age groups. A challenge is considered complete when the participant logged 40 days of reading between June 5-August 19 (75 days)

Age Group	Registered	Completed
Little Ones (Babies-PreK)	116	42
Kids (K-5 th)	239	81
Teens (6 th -12 th)	84	24
Adults	235	69

This year adults were told that reading to their child counts as part of their summer reading challenge. We suspect this change helped with the increase in adults participating and the large number of little ones to complete the challenge.

Prizes were awarded at the end of the program including a very special prize for one of our families. Maranda from Wood TV 8 works with Lakeland Youth Librarians to create some amazing summer reading prizes. This year our very own Nigel Rose won the grand prize! In previous years librarians were asked to draw several names at random, send them to Maranda and she would draw winners. This year we decided that each library in the cooperative would pick one reader (who completed the challenge) to have their name entered into the grand prize drawings.

I submitted Nigel because he's here at the library with his family all year, not just during summer reading. While here he is kind and patient with the other kids, helping them with the computers and occasionally he reads to younger kids in the early literacy play area. Nigel is the second of four kids and his older brother has been dealing with childhood cancer on and off (currently in remission!). He is one of those quiet kids who takes care of all those around him and really deserved a moment in the spotlight.

On Monday August 21st my family and the Rose family went to Grand Rapids to the Wood TV 8 studio for him to receive his surprise prizes! We had a tour of the studio, got to see the engineers/camera crew area, and record a promo with the Rose Family receiving their prizes which included:

- Overnight hotel stay in Auburn Hills
- Shopping Spree at Great Lakes Crossing (I believe \$500)
- Tickets to Lego Land, Peppa Pig World, and Sea Life Aquarium
- \$100 gift card to Rainforest Café

- Air Zoo Passes
- \$100 Meijer Gas Cards

Maranda is so incredibly generous, while at the station she tossed in tickets for the Roses to visit the Grand Rapids Public Museum with free parking. She also asked my kids what they'd like and gave us passes to Air Zoo. Throughout my time communicating with Maranda she wanted to make sure that Nigel and his family will be able to utilize their winnings at little to no cost for them. There was a nice moment as we were wrapping up when Maranda and I spoke to Alisha and gave her the credit she deserves for all the work she puts into raising four kids on her own. Overall, it was an amazing experience for everyone and the perfect end to a summer.



Maranda giving us a tour and Maranda with the kids. (Brian, Nigel, Dre, and Breylynn)



With the camera crew! This was probably the kids' favorite part of the tour. They say don't meet your heroes, but I met Ellen Bacca and she is wonderful. I was able to thank her for all her work on the weather team; especially from those of us who plan outdoor events throughout the year.

Be on the lookout for the promo on Wood TV 8 and their affiliate stations. We will also share it on library social media.

September Special Activities:

- 11th – Preserving the Harvest, 6:00pm, partnership with Blue Zones & MSU.
- 13th – Friends Fall Meeting, 6:00pm.
- 18th – What the Tech?, 5:30pm, Barry County Chamber & Economic Development introduce to new technologies.
- 20th – Arm Chair Travel, 6:30pm, Dominica, Croatia, & Europe.
- 22nd – Drive Electric Event, 5:00pm, Barry County Chamber & Economic Development and the Kalamazoo Electric Vehicle Association.



Regular Council Agenda Item Memorandum

To: City Council
From: Assessing Department
Subject: Assessing Report
Meeting Date: September 2023

Recommended Action:

Background Information:

Over the last month we have been working on the following:

- The property Tyden Lofts has been issued a building permit
- In the process of visiting all open building permits
- We will be reviewing downtown commercial buildings for apartments on the upper floors.

If you have any questions, please feel free to contact me.

Respectfully submitted,

Debbie Rashid

Financial Implications:

Attachments:

**Hastings Public Library Board of Trustees
Minutes**

Date: August 28, 2023 – 4:30PM

**Location: Hastings Public Library, 227 E. State St., Hastings, MI 49058
Community Room**

1. CALL TO ORDER

The Meeting was called to order by Newberry at 4:41 p.m.

- Board members present: Kelli Newberry, Jane Cybulski, Jeff Kniaz, Bill Nesbitt, Dave Koons. Not Present: Audrey Burton, Brenda Stacy, Cloe Oliver, Chloe Kelly.
- Also present were Peggy Hemerling and David Edelman.

2. AGENDA: Approved.

3. MINUTES: Jeff Kniaz motioned to approve the August 7, 2023, minutes, seconded by Bill Nesbitt. Motion approved.

4. LIBRARY DIRECTORS REPORT: August 2023, financials will be ready at the next meeting.

5. COMMITTEES

- a. Budget and Finance –
- b. Building and Grounds –
- c. Personnel –
- d. Policy –
- e. Marketing-
- f. Capital Campaign-

6. NEW BUSINESS

- a. Jeff Kniaz moved that we consider approving digitization of Maple Valley News, by Smith Imaging Solutions for a cost of \$8,427.00. Seconded by Dave Koons. Motion approved; roll call vote: Dave Koons - Yes, Jeff Kniaz - Yes, Bill Nesbitt - Yes, Jane Cybulski - Yes, Kelli Newberry - Yes.
- b. Bill Nesbitt motioned to consider moving public comment to the end of the agenda, just before board member comments. Seconded by Jeff Kniaz. Motioned approved.
- c. Bill Nesbitt motioned to excuse the absence of the following board members for tonight's meeting: Audrey Burton, Brenda Stacey, Chloe Kelly, Cloe Oliver. Seconded by Jeff Kniaz. Motion approved.

7. NEXT MEETING DATE

- a. Next board meeting on Monday, October 2, 2023, at 4:30 p.m.

8. ADJOURNMENT: Meeting was adjourned at 5:00 p.m.

August 23, 2023

YMCA Updates for the City of Hastings

- **Summer Camp** – 525 registered campers; 41% were first-time campers
- **B.Bus Mobile Library** – 4,207 books checked out
- **YTime School Age & Preschool Program** – 47 participants
- **Summer Playground** – 394 participants
- **Y-on-the-Fly** – 2,029 meals and snacks served
- **Youth Sports Registration** – 72 participants
- **Financial Assistance Awarded for Summer Programs:** \$44,973

Other Updates:

- Registration for fall sports is now open
- Childcare facility is anticipated to open mid-to-late September
- Roof replacements will start after the United Way Day of Caring.

Respectfully submitted,

Jon Sporer, CEO

Nichole Lyke, YMCA Board Secretary

SEPTEMBER 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4 Labor Day City Hall Closed	5 Planning Commission 7:00 PM	6	7	8	9
10	11 Council Wkshp 6:00 PM Council 7:00 PM	12	13 Cemetery 3:00 PM	14	15	16
17	18	19 ZBA 7:00 PM	20 JPC Rutland 5:30	21 DDA 8:00 AM	22	23
24	25 Council 7:00 PM	26	27 Airport 4:30 PM	28 LDFA 8:00 AM	29	30