



**CITY OF MADISON HEIGHTS**  
**CITY HALL - COUNCIL CHAMBERS, 300 W. 13 MILE RD.**  
**CITY COUNCIL REGULAR MEETING AGENDA**  
**FEBRUARY 26, 2024 AT 7:30 PM**

---

**CALL TO ORDER**

**ROLL CALL**

**INVOCATION and PLEDGE OF ALLEGIANCE - COUNCILMAN SOLTIS**

**APPROVAL OF THE AGENDA:**

- [1.](#) Additions/Deletions

**PRESENTATIONS**

**PUBLIC HEARINGS:**

**ITEMS ON AGENDA OF INTEREST TO PARTIES IN THE AUDIENCE**

**MEETING OPEN TO THE PUBLIC:**

**CONSENT AGENDA:**

**COMMUNICATIONS:**

**REPORTS:**

- [2.](#) City Clerk - Resignation of Michael Mitchell and Appointment of new Business License Hearing Officer
- [3.](#) City Clerk - Appointments to the Downtown Development and Brownfield Redevelopment Authorities.
- [4.](#) City Clerk - Appointment to Tax Board of Review

**ITEMS FOR FUTURE PUBLIC HEARINGS:**

**BID AWARDS/PURCHASES:**

- [5.](#) Fire Chief - Purchase of a New SCBA Fill Station and Air Compressor

**ORDINANCES:**

**UNFINISHED BUSINESS:**

**MINUTES:**

- [6.](#) City Council Regular Meeting Minutes of February 12, 2024

**EXECUTIVE SESSION:**

**ADJOURNMENT**

NOTICE: Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (248) 583-0826 or by email: [clerks@madison-heights.org](mailto:clerks@madison-heights.org) at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

DATE: February 22, 2024

TO: City Council

FROM: Melissa R. Marsh, City Manager

SUBJECT: Agenda Comments - Regular Council Meeting of Monday, February 26, 2024

---

The following are my comments on items appearing on the agenda of the Regular Council Meeting on Monday, February 26, 2024.

## **REPORTS:**

### **APPOINTMENT OF BUSINESS LICENSES HEARING OFFICER**

In an email on February 12, 2024, Magistrate Michael Mitchell resigned as the City's Business License Hearing Officer. After interviewing several candidates, attorney Richard Strenger has been recommended by the City Attorney's office to fill the vacancy. Therefore, the staff recommends accepting the resignation of Magistrate Michael Mitchell and appointing attorney Richard Strenger as the City's new Business License Hearing Officer.

### **DOWNTOWN DEVELOPMENT AND BROWNFIELD REDEVELOPMENT APPOINTMENT**

The Downtown Development Authority Board met on February 26th and unanimously recommended the Mayor appointed to the Downtown Development and Brownfield Redevelopment Boards: Joseph Keys, Michael Sheppard, Marija Ujkic all with terms to expire on February 28, 2028.

### **TAX BOARD OF REVIEW APPOINTMENT**

Staff is requesting that an appointment be made to the vacant Tax Board of Review position so that the applicant can attend training and be in place to serve on the March Board of Review. Suzanne Patton has applied for the term to expire February 28, 2025.

## **BID AWARDS AND PURCHASES:**

### **SELF-CONTAINED BREATHING APPARATUS (SCBA) FILL STATION AND AIR COMPRESSOR**

In the 2024 fiscal year budget, funds are allocated to purchase a new Self-Contained Breathing Apparatus (SCBA) fill station and air compressor. A new SCBA fill station will replace the department's only fill station at Fire Station 1. A SCBA fill station is necessary to fill SCBA air cylinders attached to the firefighter air packs required to wear in an immediately dangerous to life or health (IDLH) atmosphere. The current equipment is over 30 years old and has become increasingly challenging to keep in service.

Staff and I recommend that the City Council award the SCBA fill station and compressor bid to the lowest qualified vendor, MacQueen Emergency, in the amount of \$56,000. MacQueen Emergency is the vendor that listed one specification exception related to installing a new outside air intake. After consulting with MacQueen Emergency, we can satisfy the outside air intake specification by contracting Denny's Heating and Cooling to perform the work. Denny's has quoted us \$1,200 to

complete the air intake work, and the excess budgeted funds for the project will cover the cost. With the addition of Denny's Heating and Cooling work, MacQueen Emergency remains the lowest qualified bid.



## AGENDA ITEM SUMMARY FORM

**MEETING DATE:** 2/26/24

**PREPARED BY:** Cheryl Rottmann, City Clerk

**AGENDA ITEM CONTENT:** Appointment of Business License Hearing Officer

**AGENDA ITEM SECTION:** Reports

**BUDGETED AMOUNT:**

**FUNDS REQUESTED:**

**FUND:**

**EXECUTIVE SUMMARY:**

In an email on February 12, 2024, Magistrate Michael Mitchell resigned as the City's Business License Hearing Officer. Attorney Richard Strenger has been recommend by the City Attorney's office to fill the vacancy. Please see the attached emails for further details.

**RECOMMENDATION:**

Staff recommends accepting the resignation of Magistrate Michael Mitchell and appointing attorney Richard Strenger as the City's new Business License Hearing Officer.

**Cheryl Rottmann**

---

**From:** Tim Burns <[timburns@shermanpc.com](mailto:timburns@shermanpc.com)>  
**Sent:** Monday, February 12, 2024 1:55 PM  
**To:** Melissa Marsh  
**Cc:** [larryhsherman@shermanpc.com](mailto:larryhsherman@shermanpc.com); [jeffasherman@shermanpc.com](mailto:jeffasherman@shermanpc.com); Cheryl Rottmann  
**Subject:** Fwd: Administrative Hearing Officer Mad. Hts

See below the resignation of Michael Mitchell as the City Council appointed hearing officer for appeal hearings. Please place the resignation of Mitchell and appointment of a replacement on the Feb 26 Council agenda.

Tim Burns  
Municipal Prosecutor  
City of Madison Heights  
Township of West Bloomfield  
[timburns@shermanpc.com](mailto:timburns@shermanpc.com)

Sherman & Sherman P.C.  
30700 Telegraph  
Suite 3420  
Bingham Farms, MI 48025

248-540-3366 [Phone]

Begin forwarded message:

**From:** Mike M <[mgmitche@gmail.com](mailto:mgmitche@gmail.com)>  
**Subject:** Administrative Hearing Officer Mad. Hts  
**Date:** February 12, 2024 at 11:00:38 AM EST  
**To:** Tim Burns <[timburns@shermanpc.com](mailto:timburns@shermanpc.com)>

Good morning,

I am writing to inform the city that the judicial canons prohibit me from serving as hearing officer for city council. As a result, I have an obligation to rescind my acceptance of that post because of my position in the judiciary. Please feel free to reach out with any questions.

Sincerely,

Mike

Michael G. Mitchell, Esq.  
Magistrate - 43rd District Court  
200 W. 13 Mile Rd.  
Madison Heights, MI 48071  
(248) 583-1800

**Cheryl Rottmann**

---

**From:** Tim Burns <timburns@shermanpc.com>  
**Sent:** Monday, February 19, 2024 10:41 AM  
**To:** Cheryl Rottmann  
**Cc:** Melissa Marsh  
**Subject:** CITY COUNCIL HEARING OFFICER APPOINTMENT

After interviewing a number of candidates for the vacancy created by Michael Mitchel as the City Council's neutral appointed hearing officer for administrative appeals, I am recommending the appointment of attorney Richard Strenger.

Strenger has 25 years experience practicing law including his current private practice (criminal defense, contract disputes and landlord tenant matters); working in the business litigation division of law firm Butzel Long, and as an Assistant Oakland County Prosecutor. He graduated from Michigan State University College of Law. Prior to his legal career, Strenger played five seasons as a professional football player with the Detroit Lions. He graduated from the University of Michigan and was an All-American on its football team.

Richard Strenger (P55057)  
1064 Arkbroak Way  
Lake Orion, MI 48362

248-693-6618  
strengs@comcast.net

Tim Burns  
Municipal Prosecutor  
City of Madison Heights  
Township of West Bloomfield  
timburns@shermanpc.com

Sherman & Sherman P.C.  
30700 Telegraph  
Suite 3420  
Bingham Farms, MI 48025

248-540-3366 [Phone]



## AGENDA ITEM SUMMARY FORM

**MEETING DATE:** 2/26/24

**PREPARED BY:** Cheryl Rottmann, City Clerk/Deputy City Manager

**AGENDA ITEM CONTENT:** Downtown Development and Brownfield Redevelopment Authority Appointments

**AGENDA ITEM SECTION:** Reports

**BUDGETED AMOUNT:**

**FUNDS REQUESTED:**

**FUND:**

**EXECUTIVE SUMMARY:**

The Downtown Development Authority Board met on February 26th unanimously recommended the following to the Mayor for appointed to the Downtown Development and Brownfield Redevelopment Boards:

Joseph Keys  
Michael Sheppard  
Marija Ujkic

**RECOMMENDATION:**

Should the Mayor and Council concur, the motion would be to confirm the Mayor's appointment of Joseph Keys, Michael Sheppard and Marija Ujkic to the Downtown Development and Brownfield Redevelopment boards with terms to expire 2/28/28.



Board and Commission Vacancies

BOARD	TERM TYPE	MAYOR'S APPT?	TERM LENGTH	TERM EXPIRATION	APPLICANTS FIRST NAME	LAST NAME	APP DATE
DOWNTOWN DEVELOPMENT AUTHORITY/BROWNFIELD REDEVELOPMENT AUTHORITY	R	Y	4	0/28/2028	JOSEPH	KEYS	WILLING
	R	Y	4	0/28/2028	MICHAEL	SHEPPARD	WILLING
	R	Y	4	0/28/2028			
	R	Y	4	2/28/2027			
	R	Y	4	2/28/2025			
					NICK MARIJA	DIFRANCO UJKIC	4/30/2023 2/10/2024



## AGENDA ITEM SUMMARY FORM

**MEETING DATE:** 2/26/24

**PREPARED BY:** Cheryl Rottmann, City Clerk/Deputy City Manager

**AGENDA ITEM CONTENT:** Tax Board of Review Appointment

**AGENDA ITEM SECTION:** Reports

**BUDGETED AMOUNT:**

**FUNDS REQUESTED:**

**FUND:**

**EXECUTIVE SUMMARY:**

Staff is requesting that an appointment be made to the vacant Tax Board of Review position so that the applicant can attend training and be in place to serve on the March Board of Review.

**RECOMMENDATION:**

Should Council concur, the motion would be to appoint Suzanne Patton to the Tax Board of Review with a term to expire 2/28/25.

Board and Commission Vacancies - continued

BOARD	TERM TYPE	MAYOR'S APPT?	TERM LENGTH	TERM EXPIRATION	APPLICANTS FIRST NAME	LAST NAME	APP DATE
TAX BOARD OF REVIEW	R		2	2/28/2025	SUZANNE	PATTON	2/15/2023



## AGENDA ITEM SUMMARY FORM

**MEETING DATE:** 02/26/24

**PREPARED BY:** Greg Lelito

**AGENDA ITEM CONTENT:** SCBA Fill Station and Air Compressor

**AGENDA ITEM SECTION:** Bid Awards/Purchases

**BUDGETED AMOUNT:** 78000

**FUNDS REQUESTED:** 57200

**FUND:** 101-332-982-0000

**EXECUTIVE SUMMARY:**

In the 2024 fiscal year budget, funds are allocated to purchase a new Self-Contained Breathing Apparatus (SCBA) fill station and air compressor. A new SCBA fill station will replace the department's only fill station at Fire Station 1. A SCBA fill station is necessary to fill SCBA air cylinders attached to the firefighter air packs required to wear in an immediately dangerous to life or health (IDLH) atmosphere. The current equipment is over 30 years old and has become increasingly challenging to keep in service.

**RECOMMENDATION:**

Staff and I recommend that the City Council award the SCBA fill station and compressor bid to the lowest qualified vendor, MacQueen Emergency, in the amount of \$56,000.

Macqueen Emergency is the vendor that listed one specification exception related to installing a new outside air intake. After consulting with Macqueen Emergency, we can satisfy the outside air intake specification by contracting Denny's Heating and Cooling to perform the work. Denny's has quoted us \$1,200 to complete the air intake work, and the excess budgeted funds for the project will cover the cost. With the addition of Denny's Heating and Cooling work, MacQueen Emergency remains the lowest qualified bid.

---

**MADISON HEIGHTS**

---



---

**FIRE DEPARTMENT**

---

To: Melissa Marsh, City Manager  
From: Greg Lelito, Fire Chief  
CC: Amy Mischak, Human Resource/Purchasing Director  
Date: February 15, 2024  
Re: Capital Purchase – SCBA Fill Station and Air Compressor

---

In the 2023 - 2024 fiscal year budget, funds are allocated to purchase a new Self-Contained Breathing Apparatus (SCBA) fill station and air compressor. A new SCBA fill station will replace the department's only fill station at Fire Station 1. A SCBA fill station is necessary to fill SCBA air cylinders attached to the firefighter air packs required to wear in an immediately dangerous to life or health (IDLH) atmosphere. The current equipment is over 30 years old and has become increasingly challenging to keep in service.

On January 3, 2024, the bid package was placed on the Michigan Inter-governmental Trade Network (MITN). Ninety-nine (99) vendors received the emailed notification. Thirty-six viewed the specifications, and twenty-two (22) vendors downloaded them. A mandatory pre-bid meeting was held on January 15, 2024, with six vendors attending. Bids were opened on February 22, 2024, with five vendors responding. Three vendors' submitted bids met all the requirements outlined in the bid specifications; one had one specification exception, and one was disqualified for not meeting the submission requirements.

After a thorough review, staff and I recommend that the City Council award the SCBA fill station and compressor bid to the lowest qualified vendor, MacQueen Emergency, in the amount of \$56,000. MacQueen Emergency is the vendor that listed one specification exception related to installing a new outside air intake. After consulting with MacQueen Emergency, we can satisfy the outside air intake specification by contracting Denny's Heating and Cooling to perform the work. Denny's has quoted us \$1,200 to complete the air intake work, and the excess budgeted funds for the project will cover the cost. With the addition of Denny's Heating and Cooling work, MacQueen Emergency remains the lowest qualified bid.

If you should have any questions or comments, I would be happy to address them at your convenience.



1831 Austin  
Troy, MI 48083  
248-669-4338 Phone  
248-669-3495 Fax

Item 5.

## HVAC PROPOSAL

### PROPOSAL TO:

Madison Heights  
300 W 13 Mile  
Madison Heights

### PROJECT:

Fire 1 Vent compressor

### ENGINEER:

Compressor Data

### ATTN:

Sean

### DATE: (revisions)

2-15-24

### DRAWINGS:

Compressor Data

We are pleased to provide a quote for above, based on design supplied to me. General scope and description as follows:

- 1.5" PVC vent for compressor per suggestions

**PRICE.....\$1,200.00**

**PRICE INCLUDES:** tax, hangers, and hole

**PRICE DOES NOT INCLUDE:** Permits. I mean I do not think any category applies. But we do have process pipe on our license.

### DELIVERY:

**Chris Thompson**  
**christ@dennysonline.com**

P:Proposals/Chris Thompson//2023/Madison Heights Fire compressor



**CITY OF MADISON HEIGHTS  
PURCHASING DEPARTMENT  
300 WEST 13 MILE ROAD  
MADISON HEIGHTS, MICHIGAN, 48071  
(248)-583-0828**

**REQUEST FOR PROPOSAL #MH-24-01**

**ITEM: SCBA Fill Station and Air Compressor**

**DEADLINE: January 22, 2024 before 11:00 am**

Proposals will be accepted by the City Clerk's Office at 300 West 13 Mile Road, Madison Heights, Michigan, 48071 until, January 22, 2024 at 11:00 a.m. (EST). Proposals will be opened at 11:05 am (EST).

**The City of Madison Heights is a Participating Agency in the Michigan Inter-Governmental Trade Network (MITN). Interested vendors are encouraged to register with MITN at [www.MITN.info](http://www.MITN.info) to view specifications for this and all of our open bids.**

**Amy J. Mischak**  
HR Director/Purchasing Coordinator  
City of Madison Heights  
(248) 583-0828

**City of Madison Heights  
300 West 13 Mile Road  
Madison Heights, Michigan, 48071**

**RFP #MH – SCBA Fill Station and Air Compressor**

**General:**

The City of Madison Heights (hereinafter City) solicits a contractor to deliver and install a new SCBA Fill Station and Air Compressor at Fire Station 1, located at 31313 Brush Street, Madison Heights, Michigan, 48071.

Fire Station 1 houses the department's only SCBA Fill Station and Air Compressor. The current fill station system is over 25 years old and in poor condition. In addition, the new fill station will be relocated within the building.

This is a lump-sum project. All engineering costs, material, labor, and disposal required to complete this project shall be inclusive.

The City will provide the electrical work and electrical connections.

**Scope of Work:**

The successful bidder (hereinafter Contractor) shall provide all labor, materials, tools and equipment as required to provide the following:

- Digital control screen with autofill features.
- 1 Air Compressor; 6000 psi; a 10HP motor and 13CFM charge rate;
- Constructed with high grade materials and high quality components;
- 230 Volt 1 phase & ability to utilize existing electrical disconnect;
- Includes replaceable cartridge type air purification that does not require system piping disconnection;
- Air quality & system specifications must meet or exceed ANSI/CGA G-7.1, CGA Pamphlet G-7 (Grade-E);
- Automatic condensate drain system;
- High pressure shutdown switch;
- High temperature shutdown switch;
- Low oil pressure shutdown switch;
- Gauge panel must include hour meter, oil pressure, gauges for each compressor stage (4), fault lights for high temperature and low oil pressure, on/off switch, power indicator light;
- Electronic CO monitor with audible alarm and auto shut down;
- Automatic start function when air pressure drops below preset (technician adjustable) pressure;
- User adjustable regulator between fourth stage and air output (0-6000psi range);
- Hour meter;
- 4 bottle fill station;
- 4-cylinder DOT cascade/cylinder/storage system;
- Filtration/monitoring of moisture, carbon monoxide and other air quality components;
- Control/regulator mechanisms;
- Valves, supply lines, hose, fittings and other necessary mechanical components;
- All necessary electrical components, attachments, connectors, etc.

**Requirements:**

- One supplier to support the system and all system components.



- Supplier to provide on-site technician response within 24 hours from time of call for repair of products covered by the manufacturer's warranty.
- Proposed installation must not require more than minimal alterations to the existing facility or structure.
- Air compressor room is 9' wide X 7' deep.
- Proposed installation must allow for easy access for routine servicing of the SCBA System.
- Installation and SCBA System must meet current National Electrical Code and UnderwritersLaboratory requirements.
- Installation and SCBA System must meet current applicable National Fire Protection Association recommendations.
- Supplier is responsible for any permits required for installation.
- Installation must include connection to a new outside air intake.
- Installed SCBA System must include safety devices and cutouts for low oil, over-temp, high or overpressure, CO out of limits, etc.
- Removal of the existing SCBA System.
- Supplier to supply one copy of the Operations, Parts, and Service Manual.
- Air samples shall be provided to the District once unit has been put into place and made operational that meet NFPA 1989 2013 ED & CGA-7-1 Grade E 2011 ED standards.

#### **City Responsibilities:**

#### **Warranty:**

Supplier to provide a minimum two year parts and labor warranty. If warranty work cannot be completed onsite, warranty will cover all shipping, transportation, parts, labor, and all related fees.

Representatives of the City of Madison Heights shall perform inspection during and upon completion of the work. The Contractor shall correct any discrepancies noted during the final inspection.

### **I. INSTRUCTIONS TO VENDORS RFP MH-24-01:**

#### **1. PREPARATION OF PROPOSAL**

- A. Interested contractors are expected to examine specifications and all instructions. Failure to do so will be at the contractor's risk.
- B. Each contractor shall furnish all information required on proposal forms. Erasures or other changes must be initialed by the person signing the form.
- C. If there is any doubt as to the meaning of any part of the specifications or other conditions within this invitation, please call (248) 583-0828 for clarification.

#### **2. SUBMISSION OF PROPOSALS**

- A. One original and three (3) copies of the bid shall be submitted in **sealed** envelopes and shall include the following information on the face of the envelope:

**Contractor's Name  
Address  
Bid Number and Item**

Failure to do so may result in a premature opening of, or failure to open, such proposal. All bids must be hand-delivered or mailed to:

Madison Heights City Clerk's Office  
300 West 13 Mile Road  
Madison Heights, Michigan, 48071

- B. Bidders are responsible for submitting proposals before stated closing time. Delays in the mail will not be considered. Any proposal received after the stated deadline will be rejected.
- C. In the event no bid is to be submitted, do not return the invitation. Please send a letter or postcard to the Purchasing Agent to advise whether future invitations are desired for the type of items or services covered by this invitation.
- D. Any bid may be withdrawn by giving written notice to the Purchasing Coordinator before stated closing time. After stated closing time, no bid may be withdrawn or canceled for a period of ninety (90) days after said closing time.
- E. The bidder shall specify a unit price for each item listed. Unit price will prevail on all items.
- F. **TERMS**  
All bids to be tax exempt, State of Michigan #B386025685.  
All pricing to be FOB destination 31313 Brush St., Madison Heights, Michigan, 48071

Please direct any questions to the Purchasing Department at  
(248) 583-0828, Monday through Friday, from 8:00 AM to 4:30 PM (EST)  
Please note that we are closed for lunch between 11:30 and 12:30

## **II. CONSIDERATION OF PROPOSALS:**

- A. Proposals submitted on bid form are understood to be according to specified data.

In cases where an item is requested by a manufacturer's name, trade name, catalog number, or reference, it is understood that the bidder proposes to furnish the item so identified or an item of equal quality and value.

Reference to any of the above is intended to be descriptive but not restrictive and only indicates articles that will not be satisfactory. Bids of "equal" quality and value will be considered, provided that the bidder states in his/her proposal exactly what he/she proposes to furnish, including illustration or other descriptive matter which will clearly indicate the character of the article covered by such proposal.

- B. The Purchasing Agent hereby reserves the right to approve as an equal, or reject as not being an equal, any article proposed which contains major or minor variations from specification requirements but which may comply substantially therewith.

- C. The City of Madison Heights reserves the right, in its sole discretion, to reject any/or all bids, to waive any irregularities and technical defects contained therein, to award the bid in its entirety, in part or not at all and/or to determine which bid is the lowest and/or best to enter into a Contract, as it may deem to be in the best interest of the City.

D. NON-IRAN LINKED BUSINESS.

Under Michigan Public Act No. 517 of 2012, as amended, an Iran linked business as defined therein is not eligible to contract with the City of Madison Heights and shall not submit a bid. By signing the bid documents it is hereby certified and agreed on behalf of the signatory and the company submitting this proposal the following: (1) that the signatory is duly authorized to legally bind the company submitting this proposal; and (2) that the company submitting this proposal is not an "Iran linked business," as that term is defined in Section 2(e) of the Iran Economic Sanctions Act, being Michigan Public Act No. 517 of 2012; and (3) that the signatory and the company submitting this proposal will immediately comply with any further certifications or information submissions requested by the City in this regard.

E. NON-DISCRIMINATION CLAUSE

In the performance of a contract or purchase order, the contractor agrees not to discriminate against any employee or applicant for employment, with respect to their hire, tenure, terms conditions or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, ancestry, age, sex, height, weight, marital status, physical or mental handicap or disability. The contractor further agrees that every subcontract entered into for the performance of any contract or purchase order resulting herefrom will contain a provision requiring non-discrimination in employment, as herein specified, binding upon each subcontractor. This covenant is required pursuant to Title VI of the Civil Rights Act of 1964 42 U.S.C., as well as the Elliot Larsen Civil Rights Act, 1976 Public Act 453, as amended, MCL 37.2201, et seq, and the Michigan Handicapper's Civil Rights Act, 1976 Public Act 220, as amended, MCL 37.1101, et seq, and any breach thereof may be regarded as a material breach of the contract or purchase order.

- F. The Contractor / Company acknowledges and agrees that the City, with the written approval of the Contractor / Company, may extend this Contract for new projects or additional work of a similar nature at the same unit prices as set out by Contractor / Company for this Contract, by execution of a change order. Any work to be performed under a change order of this contract is subject to all the requirements contained herein. The Contractor / Company shall provide all insurance certificates and performance bonds for the required coverage for the new work to be performed for any change order extending this contract. A change order extending this Contract, as set out herein, shall be in compliance with Section 2-249 (c)(1) of the City's purchasing ordinance.

### **III. INSURANCE REQUIREMENTS:**

The contractor, or any of their subcontractors, shall not commence work under this contract until they have obtained the insurance required under this paragraph, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan and acceptable to the City of Madison Heights. The requirements below should not be interpreted to limit the liability of the Contractor. All deductibles and Self Insured Retentions are the responsibility of the Contractor.

- Worker's Compensation Insurance including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
- Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence and aggregate. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent, if not already included. A per project/contract aggregate shall be endorsed onto this policy.

- Automobile Liability including Michigan No-Fault Coverages, with limits of liability not less than \$1,000,000 per occurrence, combined single limit for Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
- Owners' and Contractors' Protective Liability: The Contractor shall procure and maintain during the life of this contract, a separate Owners' and Contractors' Protective Liability Policy with limits of liability not less than \$1,000,000 per occurrence and aggregate. .
- Additional Insured: Commercial General Liability and Motor Vehicle Liability, as described above, shall include an endorsement stating the following shall be Additional Insureds: The City of Madison Heights, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof. It is understood and agreed by naming the City of Madison Heights as additional insured, coverage afforded is considered to be primary and any other insurance the City of Madison Heights may have in effect shall be considered secondary and/or excess.
- Cancellation Notice: All policies, as described above, shall include an endorsement stating that it is understood and agreed Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to: City of Madison Heights, c/o Purchasing Department, 300 West 13 Mile, Madison Heights, MI 48071.
- Proof of Insurance Coverage: The Contractor shall provide the City of Madison Heights, at the time that the contracts are returned by him/her for execution, a Certificate of Insurance as well as the required endorsements. In lieu of required endorsements, if applicable, a copy of the policy sections where coverage is provided for additional insured and cancellation notice would be acceptable. Copies or certified copies of all policies mentioned above shall be furnished, if so requested.

If any of the above coverages expire during the term of this contract, the Contractor shall deliver renewal certificates and endorsements to the City of Madison Heights as least ten (10) days prior to the expiration date.

#### **IV. SUPPLEMENTAL SPECIFICATIONS:**

##### **GENERAL**

The Contractor shall furnish all materials, equipment, labor and supervision and shall provide all other means that may be necessary to complete all the work in conformity in all respects to the requirements as set forth in these specifications.

The Contractor shall interfere as little as possible with the convenience of the public during the progress of the work.

#### **MANDATORY PRE-BID MEETING**

**A mandatory pre-bid meeting will be held on January 10, 2024 at 10 am at the Madison Heights Fire Station Number One, 31313 Brush St, Madison Heights, Michigan, 48071.**

**Any questions resulting from this walkthrough must be submitted in writing via email to [amymisczak@madison-heights.org](mailto:amymisczak@madison-heights.org) before 4:30 pm on January 15, 2024. An addendum addressing vendor concerns will be posted at [www.mitn.info](http://www.mitn.info) no later than the close of business on January 16, 2024.**

**For additional site visits AFTER the mandatory pre-bid meeting, please contact Chief Lelito at (248) 837-2833, or [greglelito@madison-heights.org](mailto:greglelito@madison-heights.org) to make an appointment!**

##### **CONTRACTOR'S SUPERVISION AND ORGANIZATION**

The work under this contract shall be under the direct charge and direction of the Contractor. The Contractor shall give efficient superintendence to the work, using his best skill and attention. The Contractor shall at all times keep on the site of the work, during its progress, a competent superintendent and any and all necessary foremen and assistants.

##### **SUB CONTRACTS**

The Contractor shall not sublet, assign, or transfer this contract or any portion thereof or any payment due him there under, without the written consent of the Owner. Assignment or subletting the whole or any portion of this contract shall not operate to release the Contractor or his bondsman hereunder from any of the contract obligations. If the Contractor shall cause any part of the work under this Contract to be performed by a subcontractor, the subcontractor's officers and employees in all respects are considered employees of the Contractor, and the Contractor shall not be in any manner thereby relieved from his obligations and liability; and the work and materials furnished by the subcontractor shall be subject to the same provisions as if furnished by the Contractor.

##### **SPECIFIC HOURS OF WORK**

All work shall be performed Monday thru Friday 7:00 a.m. to 7:00 p.m. No work shall be performed on City observed holidays.

**V. PROPOSAL EVALUATION:****City of Madison Heights RFP MH 24-01**

The City of Madison Heights intends to enter into a relationship with a vendor whose products and services come closest to meeting the City's needs. The selected vendor must be a financially stable firm committed to providing solutions for City government.

The following criteria will be used to evaluate vendor responses to this Request for Proposals (RFP). Product demonstrations and meetings may be requested. The Criteria that will be used to evaluate the RFP responses are as follows:

1. Experience and Qualifications of Contractor

Experience and qualifications of contractor with floor coating products as described herein, as well as experience in working with municipal government.

2. Product Design, Flexibility, Operability

Provide a detailed description of the proposed product(s). Include all available product literature and brochures. Describe how the proposed products/equipment will operate and achieve the durability and longevity required. Provide guarantee/warranty/support and maintenance contracts information.

3. Comparable Projects

Provide a list of comparable projects that have been successfully completed by your firm. List should include public sector (governmental) clients.

4. Cost of Proposal

Submit a description of how your firm proposes to charge the City for its products/labor/equipment. Provide a fixed-price not-to-exceed cost proposal, a warranty period on workmanship, and how long your firm anticipates will be required to complete the job.

These general requirements shall be incorporated in the entire agreement between the City of Madison Heights and the successful contractor. The contract shall be binding upon the parties hereto and their respective successors and assigns.

**COMPANY INFORMATION:**

Company Name \_\_\_\_\_

Printed Name/Title of Person Signing Bid \_\_\_\_\_

Signature \_\_\_\_\_

Address \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*SUBMIT ORIGINAL PROPOSAL ALONG WITH THREE COPIES IN A SEALED ENVELOPE MARKED ACCORDING TO SUBMITTAL GUIDELINES ALONG WITH QUALIFICATIONS QUESTIONNAIRE AND NON-COLLUSION AFFIDAVIT TO THE CITY OF MADISON HEIGHTS CLERK'S OFFICE BEFORE THE DEADLINE 11:00 A.M. ON JANUARY 22, 2024. ALL OTHER ITEMS WILL BE SUBMITTED AFTER APPROVAL OF THE CONTRACT.\*\***

**VI. Additional Extension Option - MITN:**

The City of Madison Heights is a member of the Michigan Intergovernmental Trade Network (MITN) Purchasing Cooperative. If your company is awarded an item or a completed contract, the cooperative entities may wish to use this contract and will use a purchase order or contract for any or all of the item(s) awarded following minimum order/contract requirements set forth in the bid documents. Each entity will provide its own purchase order or contract and must be invoiced separately to the address on the purchase order/contract.

Currently, there are more than 100 agencies participating in the MITN Cooperative.

---

(        ) If an award is made to \_\_\_\_\_  
(Company Name)

it is agreed that the contract will be extended to members of MITN Purchasing Cooperative under the same prices, terms, and conditions.

\_\_\_\_\_  
Signature of Company Representative

**~OR~**

(        ) Our company \_\_\_\_\_ is NOT interested in extending this contract.  
(Company Name)

\_\_\_\_\_  
Signature of Company Representative

(For more information on the MITN cooperative, including a list of participating agencies, please go to [www.MITN.info](http://www.MITN.info).)

**VII. CITY OF MADISON HEIGHTS**  
**QUALIFICATION QUESTIONNAIRE**

**Failure to completely fill out this form or failure to supply adequate information could result in disqualification of bidder.**

Name of Bidder: \_\_\_\_\_

Address of Bidder: \_\_\_\_\_

Type of Business Entity: \_\_\_\_\_  
 (Example: Corporation, Partnership, etc.)

How Long Established: \_\_\_\_\_

Names and Addresses of  
 All Principals of Bidder: \_\_\_\_\_

---



---



---



---

1. List all other Corporations, Partnerships, Assumed Names, and/or Businesses in which the above listed principals have an interest in any way, including but not limited to, ownership stockholder, employment, principal, officer or other business relationship.

---



---

2. List 3 current references from municipalities or public agencies familiar with the work performed by the Bidder and list the name, addresses and telephone number of a contact person.

---



---



---

3. List 3 current references from private or non-public sources familiar with the work performed by the Bidder and list the name, address and telephone number of a contact person.

---



---



---



4. List the names and address of all subcontractors the Bidder proposes to use on the project.

---



---



---



---

**The undersigned verifies that the information contained herein is truthful and accurate and acknowledge that they are owners or agents of the Bidder.**

\_\_\_\_\_  
**Bidder's or Authorized  
 Representative's Signature**

\_\_\_\_\_  
**Title of Signatory**

\_\_\_\_\_  
**Bidder's Printed Name**

**Dated:** \_\_\_\_\_

**Subscribed and sworn to before me on  
 This \_\_\_\_\_ day of \_\_\_\_\_, 2024.**

\_\_\_\_\_  
 \_\_\_\_\_  
**Notary Public  
 County, Michigan**

**NON-COLLUSION AFFIDAVIT****Return this completed form with your sealed bid.**

\_\_\_\_\_ being duly sworn deposes and says:

That he/she is \_\_\_\_\_  
(state official capacity in firm)

The party making the foregoing proposal or bid, that such bid is genuine and not collusion or sham; that said bidder has not colluded, conspired, connived, or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or any other bidder, or to fix any overhead, profit, or cost element of said bid price or that of any other bidder, or to secure the advantage against the City of Madison Heights or any person interested in the proposed contract; and that all statements contained in said proposal or bid are true.

\_\_\_\_\_  
(Signature of person submitting bid)

**Subscribed and sworn this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_ before me, a Notary Public in and for said County.**

\_\_\_\_\_  
Notary Public

My Commission Expires:

\_\_\_\_\_

**RFP 24-01**  
**SCBA Fill Station & Air Compressor**

**RFP As-Read Pricing**  
**Monday, January 22, 2024**

	<b><u>Company Name</u></b>	<b><u>Not to Exceed Total Pricing</u></b>
1	MacQueen Emergency	\$56,000.00
2	Allied Fire Sales	\$62,100.30
3	Pressure Vessel Testing (PVT)	\$62,778.00
4	Breathing Air	\$64,968.37
5	Limbach	no bid
6	MES Fire	administratively rejected - late

Note: West Shore Fire administratively rejected for not having attended the mandatory meeting on January 10th  
Municipal Emergency Services (MES) administratively rejected - late submittal

City Council Regular Meeting  
Madison Heights, Michigan  
February 12, 2024

A City Council Regular Meeting was held on Monday, February 12, 2024 at 7:30 PM at City Hall - Council Chambers, 300 W. 13 Mile Rd.

**PRESENT**

Mayor Roslyn Grafstein  
Mayor Pro Tem Mark Bliss  
Councilman Sean Fleming  
Councilman William Mier  
Councilor Emily Rohrbach  
Councilman David Soltis  
Councilor Quinn Wright

**OTHERS PRESENT**

City Manager Melissa Marsh  
Assistant City Attorney Jeffrey Sherman  
Deputy City Clerk Annette Boucher

The invocation was given by Councilor Rohrbach and the Pledge of Allegiance followed.

**CM-24-. Appointment of Acting City Clerk.**

Motion to appoint Deputy City Clerk Boucher as the Acting City Clerk for tonight's City Council meeting.

Motion made by Councilor Rohrbach, Seconded by Councilor Wright.

Voting Yea: Mayor Grafstein, Mayor Pro Tem Bliss, Councilman Fleming,  
Councilman Mier, Councilor Rohrbach, Councilman Soltis, Councilor  
Wright

Motion carried.

**PRESENTATIONS:**

**Oakland County Treasurer Robert Wittenberg - Presentation on Foreclosure Prevention**

Oakland County Treasurer Robert Wittenberg presented programs the Oakland County Treasurer's Office offer to assist homeowners and business with delinquent property taxes. He stated the office is currently in the heavy prevention period assisting taxpayers because the deadline is April 1st. The goal is to get people caught up and paying back on time to the City. He encouraged residents who are having problems to reach out to the Oakland County Treasurer either in-person, by phone or through email. Within their office they have a Financial Empowerment Center to assist homeowners with no fees, he encouraged those that are struggling to seek a poverty exemption at Oakland County Equalization, and he provided a number for the Lakeshore Legal Aid to assist low-income families and seniors with legal services.

2024 Random Acts of Kindness Proclamation

City Manager Marsh read the Random Act of Kindness Resolution and encouraged all citizens to join in observing the week by committing acts of goodwill towards others and to make kindness a way of life.

Mayor Grafstein presented the resolution to former Councilwoman Margene Scott. Ms. Scott gave the history of how the Random Acts of Kindness week came to the City of Madison Heights. She thanked the citizens for participating in this event and noted that kindness should be the norm and thanked Council for their continued support.

**CM-24-. Public Hearing for Brownfield Plan for 29448 John R Rd - Former Active Adult Center**

Mayor Grafstein opened the public hearing at 7:55 p.m. for the Brownfield Plan for 29448 John R Road.

Having no members of the public wishing to speak, Mayor Grafstein closed the public hearing at 7:56 p.m.

Motion to adopt the following resolution to approve the Brownfield Plan for 29448 John R Road, subject to review and approval of the Development Agreement and Reimbursement Agreement by the Developer and City Attorney, and, upon acceptance of thereof, to authorize the Mayor and City Clerk to sign the agreements on behalf of the City.

**Resolution  
Approving a  
Brownfield Plan**

Under Public Act 381 of 1996, as Amended  
for

**MOSCHOURIS MANAGEMENT COMPANY, LLC**

**WHEREAS**, the Brownfield Redevelopment Authority of the City of Madison Heights (the "Authority"); pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"), has reviewed, adopted and recommended for approval by the Madison Heights City Council, a Brownfield plan (the "Plan"), as described on Exhibit "A", attached hereto and incorporated by reference, for property located at 29448 John R Road (tax identification numbers 44-25-12-304-010); and

**WHEREAS**, the Madison Heights City Council has, at least ten (10) days before the meeting of the Council at which this resolution has been considered, provided notice to and fully informed the taxing jurisdictions that levy taxes subject to capture within the site (the "Taxing Jurisdictions") about the fiscal and economic implications of the Plan, and the Council has previously provided to the Taxing Jurisdictions a reasonable opportunity to express their views and recommendations regarding the Plan and in accordance with Sections 13(13) of the Act; and

**WHEREAS**, the Madison Heights City Council has made the following determinations and findings:

- A. The Plan constitutes a public purpose under the Act;
- B. The Plan meets all of the requirements for a Brownfield plan set forth in Section 13 of the Act;
- C. The proposed method of financing the costs of the eligible activities, as described in the Plan, is feasible and will not require the Authority to arrange the financing;
- D. The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act;
- E. Subject to approval and minor modifications by the City Attorney.

**WHEREAS**, as a result of its review of the amended Plan, and upon consideration of the views and recommendations of the Taxing Jurisdictions, the Madison Heights City Council desires to proceed with approval of the Plan.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

- 1. **Plan Approved.** Pursuant to the authority vested in the Madison Heights City Council, by the Act, and pursuant to and in accordance with the provisions of Section 14 of the Act, the Plan is hereby approved in the form attached as Exhibit "A" to this Resolution.
- 2. **Severability.** Should any section, clause or phrase of this Resolution be declared by the courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
- 3. **Repeals.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

Motion made by Councilor Wright, Seconded by Councilman Fleming.

Voting Yea: Mayor Grafstein, Mayor Pro Tem Bliss, Councilman Fleming,  
Councilman Mier, Councilor Rohrbach, Councilman Soltis, Councilor  
Wright

Motion carried.

**MEETING OPEN TO THE PUBLIC:**

Martha Covert, resident, thanked those members of the Council who did not vote to increase the number of marihuana licenses and spoke in opposition to any additional marihuana licenses in the City.

Resident, no name given, thanked those members of Council who did not vote in favor of increasing the number of marihuana licenses in the City.

Jim Capizzo, resident, asked for clarification and information on the sale and redevelopment of the former Active Adult Center.

**CM-24-. Consent Agenda.**

Motion to approve the Consent Agenda, as read.

Motion made by Mayor Pro Tem Bliss, Seconded by Councilor Rohrbach.

Voting Yea: Mayor Grafstein, Mayor Pro Tem Bliss, Councilman Fleming,  
Councilman Mier, Councilor Rohrbach, Councilman Soltis, Councilor  
Wright

Motion carried.

**CM-24-. City Council Regular Meeting Minutes of January 22, 2024.**

Motion to approve the Regular City Council Meeting Minutes of January 22, 2024, as printed.

Motion made by Mayor Pro Tem Bliss, Seconded by Councilor Rohrbach.

Voting Yea: Mayor Grafstein, Mayor Pro Tem Bliss, Councilman Fleming,  
Councilman Mier, Councilor Rohrbach, Councilman Soltis, Councilor  
Wright

Motion carried.

**CM-24-. Appointments to the Environmental Citizens Committee.**

Motion to appoint the following to the Environmental Citizen's Committee:

Name:	Term Type:	Term Expiration:
Jason Theodoroff	Regular	2/28/27
Jennifer Bowen	Regular	2/28/27

Motion made by Councilor Rohrbach, Seconded by Mayor Pro Tem Bliss.

Voting Yea: Mayor Grafstein, Mayor Pro Tem Bliss, Councilman Fleming,  
Councilman Mier, Councilor Rohrbach, Councilman Soltis, Councilor  
Wright

Motion carried.

**CM-24-. Appointments to the Historical Commission.**

Motion to appoint the following to the Historical Commission:

Name:	Term Type:	Term Expiration:
Rebecca Chambliss	Regular	2/28/27
Cheryl Suiter	Regular	2/28/27
Kevin Wright	Regular	2/28/27
Jennifer Ballantine	Regular	2/28/27
Regina Juska-Svoba	Regular	2/28/27

Motion made by Mayor Pro Tem Bliss, Seconded by Councilman Mier.

Voting Yea: Mayor Grafstein, Mayor Pro Tem Bliss, Councilman Fleming,  
Councilman Mier, Councilor Rohrbach, Councilman Soltis, Councilor  
Wright

Motion carried.

**CM-24-. Appointments to the Human Relations and Equity Commission.**

Motion to appoint the following to the Human Relations and Equity and Commission:

Name:	Term Type:	Term Expiration:
Aaron Brown	Regular	8/31/25
Jessica Showers	Regular	8/31/25

Motion made by Councilor Wright, Seconded by Councilor Rohrbach.

Voting Yea: Mayor Grafstein, Mayor Pro Tem Bliss, Councilman Fleming,  
Councilman Mier, Councilor Rohrbach, Councilman Soltis, Councilor  
Wright

Motion carried.

**CM-24-. Appointment to the Information Technology Advisory Committee.**

Motion to appoint the following to the Information Technology Advisory Committee:

Name:	Term Type:	Term Expiration:
Scott Tuller	Regular	2/28/27

Motion made by Mayor Pro Tem Bliss, Seconded by Councilor Wright.



Voting Yea: Mayor Grafstein, Mayor Pro Tem Bliss, Councilman Fleming,  
Councilman Mier, Councilor Rohrbach, Councilman Soltis, Councilor  
Wright

Motion carried.

**CM-24-. Appointments to the Library Advisory Board.**

Motion to appoint the following to the Library Advisory Board:

Name:	Term Type:	Term Expiration:
Toya Aaron	Regular	8/31/24
Regina Juska-Svoba	Regular	8/31/24

Motion made by Councilman Soltis, Seconded by Councilor Wright.

Voting Yea: Mayor Grafstein, Mayor Pro Tem Bliss, Councilman Fleming,  
Councilman Mier, Councilor Rohrbach, Councilman Soltis, Councilor  
Wright

Motion carried.

**CM-24-. Appointments to the Parks and Recreation Advisory Board.**

Motion to confirm the Mayor's appoint of the following to the Parks and Recreation  
Advisory Board:

Name:	Term Type:	Term Expiration:
Christopher Molencupp	Regular	2/28/26
Vasiliki Harris	Regular	2/28/26
Diana Lenaway	Regular	2/28/26
Jamie Zimmer	Regular	2/28/25

Motion made by Councilor Rohrbach, Seconded by Mayor Pro Tem Bliss.

Voting Yea: Mayor Grafstein, Mayor Pro Tem Bliss, Councilman Fleming,  
Councilman Mier, Councilor Rohrbach, Councilman Soltis, Councilor  
Wright

Motion carried.

**CM-24-. Appointments to the Zoning Board of Appeals.**

Motion to appoint the following to the Zoning Board of Appeals:

Name:	Term Type:	Term Expiration:
Mark Kimble	Regular	2/28/27
Cindy Holder	Regular	2/28/27
Toya Aaron	Regular	2/28/27
Rahul Sagar	Regular	2/28/27

Motion made by Councilman Fleming, Seconded by Councilor Wright.

Voting Yea: Mayor Grafstein, Mayor Pro Tem Bliss, Councilman Fleming,  
Councilman Mier, Councilor Rohrbach, Councilman Soltis, Councilor  
Wright

Motion carried.

**CM-24-. Gateway Signage Project.**

Motion to approve the award of this RFP to Johnson Signs for fabrication and installation of all eight (8) gateway signs in the total amount of \$149,815, to be phase funded with the initial sign installation at 14 Mile and John R.

Motion made by Councilor Rohrbach, Seconded by Councilman Fleming.

Voting Yea: Mayor Grafstein, Mayor Pro Tem Bliss, Councilman Fleming,  
Councilman Mier, Councilor Rohrbach, Councilman Soltis, Councilor  
Wright

Motion carried.

**COUNCIL COMMENTS:**

Councilman Mier commented that February is Black History Month and he noted some of the contributions made to our society. He stated that the first City-School Liaison Committee meeting was held, and he thanked staff for their work. February is Heart Health Awareness Month. He noted that he attended the MML training last week as well as met with the Warren City Council. It is Random Acts of Kindness Week, and he stated that the smallest act of kindness can create the biggest ripple.

Mayor Pro Tem Bliss noted that there are members of the Historical Commission in attendance this evening. At the last Historical meeting, the Historical Commission voted to highlight some of the musical contributions to the history of music in the City and beyond. He stated there will be an event on April 22nd, with a presentation and followed by the opening of the Heritage Rooms, and in addition, at the City Council meeting they will be announcing the honoring of three former

Councilmembers who were pioneers in building the City. Please join us to re-experience our Historical Museum.

Councilor Wright wished everyone a Happy Black History Month and noted that Black history is celebrated on a regular basis because there are still barriers that have to be broken down. We are still fighting for equity, equality and inclusion on many fronts. Please, let's look at our neighbors with kindness and generosity.

Assistant City Attorney Sherman told a story of a random act of kindness that he experienced last week at Starbucks. He stated, by all means, engage in random acts of kindness and pay it forward.

Acting City Clerk Boucher gave the hours of early voting, noting they start this Saturday, February 17th and the location is at the Royal Oak Senior Community Center.

Councilor Rohrbach announced the Asian Food Culture Fair on Sunday, March 10th from 11:30 a.m. to 6 p.m. A lot of different vendors will be present and it will be a wonderful event. The HREC has a monthly book suggestion and book club, with a discussion night on the second Tuesday of the month at 6:00 p.m. at the Library. Please try to make it out. Enjoy your paczkis tomorrow.

Councilman Fleming announced this year's Memorial Day Parade on May 25th. They are looking for parade participants and need support. Please sign up at [madisonheightsparade.org](http://madisonheightsparade.org). Madison Heights police are holding a free narcon training on February 21st from 6 p.m. to 8 p.m. at the Police Department. He noted that the lights at 11 Mile and John R on the northbound side are currently being restored.

Councilman Soltis thanked Councilwoman Scott for being here tonight, stating that she was always a fair Councilwoman and a great mentor, and he appreciates all that she has done.

Mayor Grafstein thanked all that came out to the Holocaust panel held a few weeks ago, the turnout was great. She stated that she would love to host another panel, so please reach out for any ideas you may have on future topics. She appreciates Margene Scott for coming out this evening and urged everyone to be kind, you don't always know what is going on in one's life. We have a vibrant asian culture in the City, please come out to the event on March 10th. On February 26th at 10 a.m. the Attorney General will be present at the Active Adult Center.

## **ADJOURNMENT:**

Having no further business, Mayor Grafstein adjourned the meeting at 8:28 p.m.