MAYOR
Rocky Gillis

COUNCIL MEMBERS

Michael Bembas
Ed Carter
Dawn Davey, Mayor Pro Tem
Cathy Harris
Wendy Meldrum
Jacob Skarbek

CITY OF ALGONAC
AGENDA FOR REGULAR CITY COUNCIL MEETING
Tuesday, August 4, 2026
6:00 p.m.

SMITH RECREATION FIELD
Smith Street at Michigan
Algonac, MI 48001

1) Call to Order
2) Roll Call
3) Moment of Silent Prayer
4) Pledge of Allegiance
5) Approve Agenda
6) Presentations
7) Public Comment
    a. **Limited to five (5) minutes per person. See information below.*
8) City Manager Report
9) Consent Agenda
    a. City Council Meeting Minutes
        1. Regular Meeting – July 21, 2026
    d. Miscellaneous Business
        1. Emergency Repairs to Fire Boat 1: $2,917.99
        2. Fire Department SCBA Annual Flow Testing: $1,546.26
        3. DPW Backhoe repairs: $1,523.83
        4. Purchase of curb boxes: $4,397.60
10) Unfinished Business

11) New Business

a) To adopt Local Government Approval Resolution #2026-07 recommending Class C Liquor License.

b) To approve Algonac-Clay Library Maintenance Projects: $4,500.

12) Accounts Payable

13) Items for Next Agenda

14) Council Comment

15) Adjournment

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

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

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

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

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

CITY MANAGER'S REPORT – July 30, 2026

1. Early Voting started Saturday July 25
2. We are actively recruiting more lifeguards to support the remainder of the season.
3. The Ordinance Review Committee is meeting Thursday, Aug 6th at 6:00 pm. They will be looking to update the following:
   a. Special Events Ordinance
   b. Golf Cart Ordinance
   c. Parks and Recreation Ordinance
4. Doing research on the E-Bikes, E-Scooter, Go-Carts rules. No matter what, it is very difficult to enforce but we are trying.
5. Scheduling the clock repair in the park for Sept 2.
6. **NAC Project**. The roof sealing on the barrel roof over the gym will be done this week. The roof tear off and reroofing will be the week of Aug 17th Getting additional quotes on the flooring.
7. DPW has been busy assisting in the lead line verification project. In the processes, daily, we have found faulty stop boxes that need replacing.
8. Security camersa have been installed at the pool that covers the rest of the park.
9. **Smith St Pump Station**. Making plans to pull the roof, talking to the building manufacture to get the necessary hardware and rigging to pull it off the building. We were able to loosen up the roof.
10. Doing all the paperwork to close the DNR Trust Fund grant for the pool. The city will be receiving \$30K -\$35K
11. Working on closing the sale of the property behind the DPW to SMUA.
12. We are having our Touch A Truck event on Tuesday, Aug 4th starting at 7 pm. Joe Doan says it is going to be bigger and better this year. Rumor has it, we might have a mini excavator there for kids of all ages who can throw some dirt around.
13. I will report on the celebration of the 230th anniversary of the St Anne's Island Treaty signing. It is an important foundational agreement between the British Crown and the Walpole Island First Nation.

Artie Bryson, City Manager

Item No: 9
Meeting: 8.4.2026

Business of the Algonac City Council

Agenda Statement

Item Title: **To approve the consent agenda**

Submitted by: Artie Bryson, City Manager

Summary

The consent agenda contains the following items:

a) City Council Meeting Minutes
1. Regular Meeting – July 21, 2026

d) Miscellaneous Business
1. Emergency repairs to Fire Boat 1: $2,917.99
2. Fire Department SCBA Annual Flow Testing: $1,546.26
3. DPW Backhoe repairs: $1,523.83
4. Purchase of curb boxes: $4,397.60

Suggested Action:

MOVED BY: **SUPPORTED BY:**

RESOLVED, to approve the consent agenda as presented.

APPROVED/Denied

MAYOR
Rocky Gillis

COUNCIL MEMBERS

Michael Bembas
Ed Carter
Dawn Davey, Mayor Pro Tem

Cathy Harris
Wendy Meldrum
Jacob Skarbek

CITY OF ALGONAC
REGULAR CITY COUNCIL MEETING
Tuesday, July 21, 2026
6:00 p.m.

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

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

Roll Call
Present: Councilmembers Bembas, Carter, Davey, Gillis, Harris, Meldrum and Skarbek.
Others Present: City Manager Artie Bryson, Fire Chief Joe Doan, and Deputy City Clerk Evah Newman.

Moment of Silent Prayer
Mayor Gillis called for a moment of silent prayer.

Pledge of Allegiance
Mayor Gillis led the Pledge of Allegiance.

Approve Agenda
Motion by Davey, supported by Carter to approve the agenda as amended:
Postpone agenda item 11d – To consider Pickerel Tournament Partnership Agreement between the City of Algonac and the Algonac Lions until the next meeting.

Motion carried.

Presentations

a. **Presentation of 2026 Algonac Activity Report by Sheriff Mat King.**
Sheriff King presented the Algonac 2026 activity statistics to date.

b. Presentation by City Manager Bryson.
City Manager Bryson gave an update on meeting with the Algonac Lions Club.

Public Comment
Sandra Simmons, 825 Pleasant, thanked the St. Clair County Sheriffs Department for their service and commented on her recent FOIA request.

City Manager's Report
City Manager Bryson gave a detailed report to City Council.

Consent Agenda
Motion by Skarbek, supported by Carter to approve the consent agenda as presented:

a. City Council Meeting Minutes
    1) Regular Meeting – July 7, 2026
b. Departmental Reports
    1) Blight Enforcement
    2) Building
    3) DPW
    4) Finance
    5) Fire Department
    6) Water Department
c. Communications & Notices
    1) Boards & Commissions Roster
d. Miscellaneous Business

Motion carried.

Unfinished Business
None

New Business

To approve purchase of 2026-2027 road salt.
Motion by Skarbek, supported by Harris to approve purchase of road salt for the 2026-2027 season from Detroit Salt Company, whose address is 12841 Sanders Street, Detroit, MI 48217 at a cost of $6,153.00.

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

Motion carried.

To approve Algonac Activity Center roof replacement.
Motion by Davey, supported by Carter to approve Algonac Activity Center roof replacement by GC Commercial Roof Systems, whose address is 40951 Irwin Dr., Harrison Township, MI 48045 in the total amount of $201,000, with

additional wood replacement as needed, and direct the city manager to sign the proposal on behalf of the city.

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

Motion carried.

To approve Fire Department Purchase of Thermal Imaging Cameras.
Motion by Harris, supported by Skarbek to approve Fire Department purchase of two (2) Seek AttackPRO+ NFPA Certified Thermal Imaging Cameras from Witmer Public Safety Group, Inc., whose address is 101 Independence Way, Coatesville, PA 19320 in the amount of $8,823.52.

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

Motion carried.

To approve Special Event Permit for Walpole Island First Nation 230th Anniversary of the St. Anne's Island Treaty Celebration Sunday, August 30, 2026.
Motion by Carter, supported by Harris to approve the Special Event Permit for the Walpole Island First Nation 230th Anniversary of the St. Anne's Island Treaty Celebration Sunday, August 30, 2026 at Riverfront Park. Motion carried.

Accounts Payable
Motion by Carter, supported by Skarbek to approve accounts payable and payroll in the amount of $224,633.22.

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

Motion carried.

Items for Next Agenda
- Amendment to Personnel Policy
- Pickerel Tournament Partnership Agreement

Council Comment
Bembas
Had no comment.

Carter
Thanked everyone for coming.

Davey
Is glad we were able to sit down and talk to the Algonac Lions.

Harris
Thanked everyone for coming.

Meldrum
Thanked everyone for coming.

Skarbek
Thanked everyone for coming.

Gillis
Thanked everyone for coming, it is great to see people at the council meetings.

Request to enter Closed Session as permitted by State Statute 15.268(a) to consider periodic personnel evaluation of the City Manager.

Motion by Gillis, supported by Davey to enter Closed Session at 6:46 p.m.

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

Motion carried.

Motion by Bembas, supported by Harris to excuse Councilman Carter for leaving the meeting at 8:00 p.m. Motion carried.

Motion by Davey, supported by Skarbek to adjourn Closed Session and return to open session of the meeting at 8:12 p.m.

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

Motion carried.

Adjournment
Motion by Meldrum, supported by Harris to adjourn the meeting at 8:13 p.m. Motion carried.

Signed ________________________; respectfully submitted ________________________
Mayor Rocky Gillis Deputy City Clerk Evah Newman

Business of the Algonac City Council

Consent Agenda Statement

Item Title: To approve emergency repairs to Fire Boat 1: $2,917.99

Submitted by: Chief Joe Doan, Fire Department

Summary
Emergency repairs were made to Fire Boat 1 for oil leak. Repairs were made, as needed, by Rose Marine Service, Inc.

Attached is an invoice in the amount of $2,917.99.

Suggested Action:

MOVED BY: **SUPPORTED BY:**

RESOLVED, to approve emergency repairs to Fire Boat 1 by Rose Marine Service, Inc., whose address is 7291 Dyke Road, Algonac, MI 48001 in the amount of $2,917.99.

APPROVED/Denied

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

TO: Artie Bryson, City Manager

FROM: Joseph Doan, Fire Chief

DATE: 07/20/2026

SUBJECT: Boat 1

We finally received the invoice for the emergency repairs made to Fire Boat 1 back in April. On April 20th, Fire Boat 1 was taken in for service as it had an oil leak. Upon investigation it was determined that the oil sump pump was defective. While this service was being completed it was also recommended to have both water pumps serviced.

Service was completed by Rose Marine Service, Inc. which is an authorized Mercury service center.

STATUS : POSTED
Open Date: 4/20/2026

Rose Marine Service, Inc
7291 Dyke Rd
Algonac MI, 48001

(586) 716 - 9600
r_marine7321@yahoo.com

Repair Order # 15312

CUSTOMER	SERVICE WRITER	HIN \ VIN		MILEAGE1 OUT	MILEAGE2 OUT
ALGONAC FIRE 805 ST CLAIR RIVER DR ALGONAC, MI 48001 United States 810-794-3431 810-580-1239 NATE DOAN CELL	-	2B415124		0	0
	SALES TYPE: Regular or Over the Counter	TAG NUMBER	PERMIT	TERMS: COD	CUSTOMER PO: -
	YEAR / MAKE / MODEL: 0 / / FIRE BOAT			TAX CODE: TAX EXEMPT	PROMISED DATE: 4/20/2026
	TRAILER VIN / ENGINE#1 / ENGINE#2/HP / MC# / DRAIN PLUG / KEYS / BATTERY: N/A / MERC 150XL 2B415124 / MERC 150CXL 2B415025 / N/A / N/A / N/A / N/A				

810-794-3431

T	Req	Fill	OEM	Item	Description	List	Your Price	Amount	W	Stat
L	2.00	2.00		LABOR	RE-ASSEMBLE MIDSECTION/ADAPTER PLATE/EXHAUST HOUSING WITH NEW OIL SUMP AND GASKETS	150.00	150.00	300.00	N	
L	1.00	1.00		LABOR	FILL ENGINE OIL - LAKE TEST ENGINE	150.00	150.00	150.00	N	
L	1.00	1.00		LABOR	DIAGNOIS AND INSPECT PORT ENGINE OIL LEAK	150.00	150.00	150.00	N	
L	1.00	1.00		LABOR	DRAIN AND REFILL GEARCASES - VAC AND PRESSURE TEST GEAR CASES	150.00	150.00	150.00	N	
L	1.50	1.50		LABOR	R&R PORT ENGINE GEARCASE, R&R IMPELLER KIT	150.00	150.00	225.00	N	
L	1.75	1.75		LABOR	R&R IMPELLER KIT ON STRABOARD ENGINE	150.00	150.00	262.50	N	
L	3.00	3.00		LABOR	R&R FULL DRESSED POWER HEAD ASSEMBLY W/POWER HEAD GASKET	150.00	150.00	450.00	N	
L	1.50	1.50		LABOR	DISSASEMBLE AND CLEAN MIDSECTION/ADAPTER PLATE/EXHUAST HOUSING	150.00	150.00	225.00	N	
I	4.00	4.00	MERCURY	8M0204693	SEAL @6	5.19	5.19	20.76	N	P
M	2.00	2.00			GEARLUBE	20.00	20.00	40.00	N	P
I	1.00	1.00	MERCURY	8M0219205	SUMP,OIL MACH/EDP	233.49	233.49	233.49	N	
I	1.00	1.00	MERCURY	85045	O RING @5	4.09	4.09	4.09	N	
I	1.00	1.00	MERCURY	62706	O RING @2	2.39	2.39	2.39	N	
I	1.00	1.00	MERCURY	8M0036228	O-RING	5.70	5.70	5.70	N	
I	1.00	1.00	MERCURY	8M0046588	GASKET - SUMP	18.99	18.99	18.99	N	
I	1.00	1.00	MERCURY	8M0038753	GASKET	37.49	37.49	37.49	N	
I	1.00	1.00	MERCURY	8M0033182	SEAL,EXHAUST PIPE	7.79	7.79	7.79	N	
I	1.00	1.00	MERCURY	8M0035476	GROMMET	6.09	6.09	6.09	N	
I	1.00	1.00	MERCURY	8M0043453	SEAL, FLANGE EXH	22.49	22.49	22.49	N	
I	1.00	1.00	MERCURY	35029	O RING	3.39	3.39	3.39	N	
I	1.00	1.00	MERCURY	8M0033321	O-RING	3.59	3.59	3.59	N	
I	1.00	1.00	MERCURY	8M0036226	SEAL, EXHAUST PIP	23.79	23.79	23.79	N	
I	1.00	1.00	MERCURY	8M0065017	O-RING	35.99	35.99	35.99	N	
I	1.00	1.00	MERCURY	8M0057703	GASKET, ADP PLATE	44.49	44.49	44.49	N	
M	6.00	6.00			ENGINE OIL - BULK MERCURY 10W-30	14.00	14.00	84.00	N	
M	1.00	1.00			SHOP MATERIALS	30.00	30.00	30.00	N	
I	2.00	2.00	MERCURY	8M0094529	REPAIR KIT-W/P	170.99	170.99	341.98	N	
I	1.00	1.00	MERCURY	879885K	FILTER-FUEL @2	18.49	18.49	18.49	N	
I	1.00	1.00	MERCURY	877761K01	FILTER-OIL	20.49	20.49	20.49	N	

SCANNED 4/31/26

101 336000 936 000

ALGONAC FIRE DEPT	REPAIR ORDER # 15312	STATUS : POSTED

Payment Details

Type	Amount	Payment Date

Totals

Item	851.49
Fee	0.00
Unit	0.00
Labor	1,912.50
Kit	0.00
Misc	154.00
Subtotal	2,917.99
Shop Fees	0.00
Ship By Unassigned	0.00
Total Invoice	**2,917.99**
Total Paid	0.00
Balance Due	2,917.99

Thank you

Tracking No.

Service Requested

PRESSURE TEST BOTH GEARCASES AND CHANGE GEARLUBE
PORT ENGINE OIL DRAIN LEAKING OIL, OIL PLUG ASSY WAS CHANGED AND STILL LEAKS OIL.

Repair Order Recommendation

BOTH ENGINES PRESSURE AND VAC TESTED GOOD, 4 NEW O-RINGS FRESH GEAR LUBE(NO WATER CONTAMINATION)
PORT MOTOR HAS OIL LEEKING OUT OF EXHAUST. -UNKNOWN. ALL DONE 4/30/26 CJP.

TECH INSPECTED BOTH GEARCASES - TECH NOTED BOTH GEARCASES HAD THE SAME AMOUNT OF LUBE - TECH DID NOT NOTE ANY CONTAMINATION AND WOULD ASSUME THERE WAS VERY LITTLE TIME ON THE LUBE

TECH PERFORMED VACCUM AND PRESSURE TEST TO BOTH GEARCASE TO ENSURE SEAL ENTEGRITY - BOTH CAES HELD 15 PSI OF PRESSURE AND 15IN/HG VACCUM FOR SEVERAL MINUTES

TECH DID NOTE OIL LEAKING OUT OF THE BEARING CARRIER/EXHAUST ON THE PORT MOTOR - TECH CONFIRMED IT WAS ENGINE OIL AND NOT GEARLUBE

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RECOMMEND CHANGING PORT ENGINE WATER PUMP WHILE GEARCASE IS OFF
RECOMMEND CHANGING STARBOARD ENGINE WATER PUMP TO KEEP THE ENGINES INLINE WITH SERVICE SCHEDULE TIMEFRAME

ESTIMATE PORT ENGINE WATER PUMP R&R $75-$200 DEPENDING ON PUMP CONDITION
ESTIMATE STARBOARD ENGINE WATER PUMP R&R $300-$425

Thank You For Your Business! 4% Fee with the use of Credit or Debit. Payment is due upon completion of work. Payment not received within 10 days, additional 2.5% fee will be added monthly.

Disclaimer:

EMISSION WAIVER: I understand that I have the right to have emission service and/or adjustments done elsewhere.

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above vehicles to secure the amount of repairs thereto. Not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft, or any other cause beyond our control. No warranty on used parts.

X________________________

STATUS : POSTED
Open Date: 4/20/2026

Rose Marine
7291 Dyke Rd
Algonac MI, 48001

(586) 716 - 9600
r_marine7321@yahoo.com

Repair Order # 15312

CUSTOMER	SERVICE WRITER	HIN \ VIN		MILEAGE1 OUT	MILEAGE2 OUT
ALGONAC FIRE DEPT	-	2B415124		0	0
	SALES TYPE: Regular or Over the Counter	TAG NUMBER	PERMIT	TERMS: COD	CUSTOMER PO: -
805 ST CLAIR RIVER DR ALGONAC, MI 48001 United States 810-794-3431 NATE 810-580-2139	YEAR / MAKE / MODEL: 0 / / FIRE BOAT			TAX CODE: TAX EXEMPT	PROMISED DATE: 4/20/2026
	TRAILER VIN / ENGINE#1 / ENGINE#2/HP / MC# / DRAIN PLUG / KEYS / BATTERY: N/A / MERC 150XL 2B415124 / MERC 150CXL 2B415025 / N/A / N/A / N/A / N/A				

T	Req	Fill	OEM	Item	Description	List	Your Price	Amount	W	Stat
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I	1.00	1.00	MERCURY	85045	O RING @5	4.09	4.09	4.09	N	
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I	1.00	1.00	MERCURY	8M0033182	SEAL,EXHAUST PIPE	7.79	7.79	7.79	N	
I	1.00	1.00	MERCURY	8M0035476	GROMMET	6.09	6.09	6.09	N	
I	1.00	1.00	MERCURY	8M0043453	SEAL, FLANGE EXH	22.49	22.49	22.49	N	
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I	1.00	1.00	MERCURY	8M0033321	O-RING	3.59	3.59	3.59	N	
I	1.00	1.00	MERCURY	8M0036226	SEAL, EXHAUST PIP	23.79	23.79	23.79	N	
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L	3.00	3.00		LABOR	R&R FULL DRESSED POWER HEAD ASSEMBLY W/POWER HEAD GASKET	150.00	150.00	450.00	N	
L	1.50	1.50		LABOR	DISSASEMBLE AND CLEAN MIDSECTION/ADAPTER PLATE/EXHUAST HOUSING	150.00	150.00	225.00	N	
L	2.00	2.00		LABOR	RE-ASSEMBLE MIDSECTION/ADAPTER PLATE/EXHAUST HOUSING WITH NEW OIL SUMP AND GASKETS	150.00	150.00	300.00	N	
M	6.00	6.00			ENGINE OIL - BULK MERCURY 10W-30	14.00	14.00	84.00	N	
M	1.00	1.00			SHOP MATERIALS	30.00	30.00	30.00	N	
L	1.00	1.00		LABOR	FILL ENGINE OIL - LAKE TEST ENGINE	150.00	150.00	150.00	N	

ALGONAC FIRE DEPT	REPAIR ORDER # 15312	STATUS : POSTED

Payment Details

Type	Amount	Payment Date

Totals

Item	470.53
Fee	0.00
Unit	0.00
Labor	1,575.00
Kit	0.00
Misc	154.00
Subtotal	2,199.53
Shop Fees	0.00
Ship By Will Call	0.00
Total Invoice	**2,199.53**
Total Paid	0.00
Balance Due	2,199.53

Tracking No.

Service Requested

ESTIMATE

PRESSURE TEST BOTH GEARCASES AND CHANGE GEARLUBE
PORT ENGINE OIL DRAIN LEAKING OIL, OIL PLUG ASSY WAS CHANGED AND STILL LEAKS OIL.

Repair Order Recommendation

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RECOMMEND CHANGING PORT ENGINE WATER PUMP WHILE GEARCASE IS OFF
RECOMMEND CHANGING STARBOARD ENGINE WATER PUMP TO KEEP THE ENGINES INLINE WITH SERVICE SCHEDULE TIMEFRAME

ESTIMATE PORT ENGINE WATER PUMP R&R $75-$200 DEPENDING ON PUMP CONDITION
ESTIMATE STARBOARD ENGINE WATER PUMP R&R $300-$425

Disclaimer:

EMISSION WAIVER: I understand that I have the right to have emission service and/or adjustments done elsewhere.

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above vehicles to secure the amount of repairs thereto. Not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft, or any other cause beyond our control.

X____________________

Business of the Algonac City Council

Consent Agenda Statement

Item Title: **To approve Fire Department SCBA Annual Flow Testing: $1,546.26.**

Submitted by: Joseph Doan, Fire Chief

Summary

OSHA and NFPA mandate annual flow testing of Self-Contained Breathing Apparatus (SCBA) to ensure they are functioning properly.

Attached is an invoice in the amount of $1,546.26. This amount was budgeted in FY 2026-07.

Suggested Action:

MOVED BY: **SUPPORTED BY:**

RESOLVED, to approve Fire Department SCBA annual Flow Testing MES Service Company, whose address is PO Box 851792, Minneapolis, MN 55485-1792 in the amount of $1,546.26.

APPROVED/Denied

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

FIRE DEPARTMENT

Fire Chief **Joseph J. Doan**

Rental Housing Inspector

TO: Artie Bryson, City Manager

FROM: Joseph Doan

DATE: 07/21/2022

SUBJECT: Annual SCBA Flow Testing

Fire Department breathing apparatus (SCBA) is required to be flow tested for proper functionality annually. This testing was completed on 07/21/2026 by MES- our local SCOTT service provider. Attached is the invoice for the annual testing/service.

MES

(877) 637-3473

Invoice

Invoice #	IN2551220
Date	07/21/2026
Terms	Net 30
Due Date	08/20/2026
Customer #	C243522
PO #	VERBAL CHIEF DOAN
Sales Rep	Pratt, Paul
Sales Order	SO2345606

Bill To
Algonac Fire Dept (MI)
805 St Clair River Dr
Algonac MI 48001
United States

Ship To
Algonac Fire Dept (MI)
Attn: Joe Doan
805 St Clair River Dr
Algonac MI 48001
United States

Item	Description	QTY	Units	Back Ordered	Unit Price	Amount
Apparatus Service Travel	Apparatus Service Travel	1		0	$150.00	$150.00
FLOWTEST	FLOW TESTING	18		0	$55.00	$990.00
201112-11	X3,CONSOLE GAUGE,4500,1/3	1		0	$343.46	$343.46
31002046	SEAT	1		0	$57.08	$57.08
200923-010	PACKING, PREFORMED	1		0	$5.72	$5.72

Contact: C243522 Algonac Fire Dept (MI) : Joseph Doan (810) 794-3431

Subtotal	$1,546.26
Shipping Cost	$0.00
Tax Total	$0.00
Total	$1,546.26
Amount Due	$1,546.26

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.
Custom orders are not returnable.
All payments must be clearly marked with the Customer and Invoice numbers. Payments not marked will be applied to the oldest invoice first.

PLEASE NOTE OUR REMITTANCE ADDRESS HAS CHANGED AND CHECKS WILL BE RETURNED IF NOT SENT TO THE ONE ON THE REMITTANCE SLIP.

101 336 000 784 000

SCANNED
31302

Wire/ ACH:
Routing#: 121000248
Acct#: 4865475180
Bank Name: Wells Fargo Bank, N.A.

Wire/ ACH Remittance Advice: AR@MESLIFESAFETY.COM
Please include Customer# and Invoice#

Please call us for invoice questions:
1-877-MES-FIRE (1-877-637-3473)

IN2551220

Remittance Slip

Customer	C243522 Algonac Fire Dept (MI)
Invoice #	IN2551220
Amount Due	$1,546.26
Amount Paid	____________

Make Checks Payable To

MES SERVICE COMPANY LLC
PO BOX 851792
MINNEAPOLIS, MN 55485-1792

Business of the Algonac City Council

Agenda Statement

Item Title: **To approve DPW Backhoe repairs: $1,523.83.**

Submitted By: Joe Vernier, DPW Foreman

Summary
Attached is an invoice from Michigan CAT for repair and replacement of a new hydraulic cylinder for the M-Cat Backhoe.

The cost will be charged to line item 101-441-000-000-932-000 equipment repair.

Suggested Action:

MOVED BY: **SUPPORTED BY:**

RESOLVED, to approve invoice for the M-Cat Backhoe repairs to Michigan CAT, whose address is Dept. #77576, PO Box 77000, Detroit, MI 48277-0576 in the amount of $1,523.83.

APPROVED/Denied

Memo

To: Artie Bryson, City Manager

From: Joe Vernier DPW Foreman

Date: 7-27-2026

Re: M-Cat repair

Artie,

I have attached an invoice from MacAllister Cat for a new Hydraulic Cylinder for our M-Cat Backhoe. The original cylinder that was on the machine blew a seal so it was leaking hydraulic fluid when we used it. We took the cylinder off an took it to MacAllister Cat for repairs. Once they tore it apart to make the repairs it was noted that the cylinder had a large gouge in it and could not be repaired. We had to order a new one to put back on our machine so we could use it again. I would ask that council approve the invoice from MacAllister Cat for the new hydraulic cylinder so that we could put the backhoe back into service.

Respectfully,

Joe Vernier, Algonac DPW Foreman

MacAllister CAT Michigan CAT

Service Dept.
12550 23 Mile Rd.
Shelby Twp., Michigan 48315

REMIT TO: Michigan CAT
Dept.# 77576
P.O. BOX 77000
Detroit, Michigan 48277-0576

To view and pay invoices online, go to:
https://secure.billtrust.com/Macallister/ig/signin

Account Number: 3493
CUSTOMER INVOICE

Service Dept.
12550 23 Mile Rd.
Shelby Twp., Michigan 48315
Phone: 586 997 5300 Fax 586 997 5307

CITY OF ALGONAC
805 ST CLAIR RIVER DR
ALGONAC MI 48001

SHIP TO
CITY OF ALGONAC
805 ST CLAIR RIVER DR
ALGONAC MI 48001

INVOICE NUMBER	INVOICE DATE	ORDER NUMBER	DOCUMENT DATE	CUSTOMER PO NUMBER	PAGE
	07/20/2026	MAC-WO-18877949	07/14/2026		1 OF 1

MAKE	MODEL	EQUIPMENT NUMBER	SERIAL NUMBER	METER READING	SHIP VIA	TAX
CATERPILLAR	420DIT CR+		BLN13508	1200		MI

QUANTITY	ITEM	DESCRIPTION	UNIT PRICE	EXTENSION

SEG. 1 / RESEAL / HYDRAULIC CYLINDERS
COMPLAINT: LEAKING OIL
CAUSE: BAD ROD

CORRECTION: DISASSEMBLED ROD. ROD IS GOUGED. ORDERED NEW CYLINDER

Service tech(s): Zachary F Holzberger

PARTS

QUANTITY	ITEM	DESCRIPTION	UNIT PRICE	EXTENSION
1	2265540	CYL GP-BASIC	1,341.83	1,341.83
		SEGMENT 1 TOTAL PARTS		1,341.83
		TOTAL LABOR (FLAT-RATE)		182.00
		SEGMENT TOTAL		1,523.83

SUBTOTAL BEFORE TAXES	**1,523.83**
Environmental charge	0.00
Michigan Non-tax Sales to Government and Non-profit Groups	0.00

The terms and conditions found at www.macallister.com/serviceterms ("Service Terms") are incorporated herein by this reference and apply to the provision of Services by MacAllister (as defined in the Service Terms). Please read carefully. This agreement includes an indemnification clause, a jury waiver, warranty disclaimers, and limitations of liability. By approving the Work Order orally, in writing, or otherwise, accepting or using the Equipment after the Services are performed, or making payment(s) to MacAllister for or related to the Services, Customer agrees to be bound by the Service Terms, even if this form has not been fully executed.

PAYMENT TERMS
Full payment due 30 days from invoice date A monthly Finance Charge of 1.00% (12% APR) will be added on all past due amounts.

For payment questions about this invoice please contact
James Wilson
Voice 3178032483
Email jameswilson@macallister.com

CREDIT AMOUNT DO NOT PAY	**0.00**
PAY THIS AMOUNT	**1,523.83**

Business of the Algonac City Council

Consent Agenda Statement

Item Title: **To approve purchase of curb boxes: $4,397.60.**

Submitted By: Joe Vernier, DPW Foreman

Summary
Attached is an invoice from Core & Main for 40 stop boxes and 40 stainless rods used for water repairs, and replacements, when needed, through the water service line verification program.

Suggested Action:

MOVED BY: **SUPPORTED BY:**

RESOLVED, to approve payment to Core & Main, whose address is 1830 Craig Park Court, St. Louis, MO 63146 for 40 stop boxes and 40 stainless rods in the total amount of $4,397.60.

APPROVED/Denied

Algonac Public Service Dept

Memo

To: Artie Bryson, City Manager

From: Joe Vernier DPW Foreman

Date: 7-28-2026

Re: Stop Boxes

Artie,

I have attached a quote from Core&Main for some stop boxes and rods. The reasoning for the large purchase is due to the water service line verification imposed on us by EGLE. When the vac company is inspecting the lines and a stop box is broke the DPW comes in behind them and replaces the stop box and rod. The stop box lets the city turn on and off the water to the residents for repairs and also for non-payment. This water line verification is for every city or municipality that has a water distribution system that supplies water to the residents. The lead time on these is around two weeks. I would ask that council approve the quote for the material from Core&Main.

Respectfully,

Joe Vernier, Algonac DPW Foreman

Bid Proposal for CURB BOX & RODS

ALGONAC CITY OF
Job Location: ALGONAC, MI
Bid Date: 07/27/2026
Core & Main Bid #: 5097953

Core & Main
6575 23 Mile Rd
Shelby Township, MI 48316
Phone: 5863238800
Fax: 5863238812

Seq#	Qty	Part Number	Description	Units	Price	Ext Price
10	40		5'6" 5601ALR CURB BOX L/ROD USA 4517-019	EA	60.69	2,427.60
20	40		5660SS 24" STAINLESS STEEL ROD	EA	49.25	1,970.00
					Tax	0.00
					Total	**4,397.60**

Branch Terms:
DUCTILE PIPE & CONCRETE PIPE MAY BE PRICED FOR FACTORY DIRECT TO JOBSITE DELIVERY. DUCTILE PIPE & CONCRETE PIPE FROM CORE & MAIN YARD MAY BE BILLED AT A HIGHER PRICE. PAYMENT IS NOT CONTINGENT ON CLEANUPS. CLEANUPS ARE DONE AS A COURTESY AND AT CORE & MAIN'S DISCRETION. ASK US ABOUT FUSION RENTAL EQUIPMENT. # SPECIAL ORDER ITEMS ARE NON-RETURNABLE AND NOT SUBJECT TO CANCELLATION, HOWEVER WE WILL ADVISE IF MANUFACTURE IS WILLING TAKE BACK SUBJECT TO RESTOCK FEES AND FREIGHT CHARGES.

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: https://coreandmain.com/terms-of-sale/

THIS BID MAY INCLUDE GLOBALLY SOURCED (IMPORTED) MATERIALS THAT ARE SUBJECT TO CHANGING TARIFFS. PRICES ARE SUBJECT TO CHANGE DUE TO POTENTIAL ADDITIONAL TARIFFS IMPOSED BY THE U.S. GOVERNMENT. IF IMPOSED, PRICES WILL INCREASE BY THE SAME PERCENTAGE AND WILL BE EFFECTIVE ON THE DATE THAT THE NEW TARIFFS ARE IMPLEMENTED. THESE ITEMS SHOULD BE PURCHASED WITH HASTE TO AVOID ANY ADDITIONAL RISING TARIFF COSTS.

Item No: 11a
Meeting: 8.4.2026

Business of the Algonac City Council

Agenda Statement

Item Title: **To adopt Local Government Approval Resolution #2026-07 recommending Class C Liquor License.**

Submitted by: Artie Bryson, City Manager

Summary
The Michigan Liquor Control Commission requires a recommendation from the local legislative body for approval of a new on-premises license application.

BESK Group, LLC at 301 Summer Street has submitted an application to the State. Attached is the Local Government Approval Resolution.

Suggested Action:

MOVED BY: **SUPPORTED BY:**

RESOLVED, to adopt Local Government Approval Resolution #2026-07 recommending Class C Liquor License to BESK Group, LLC at 301 Summer Street, Algonac, MI 48001.

APPROVED/Denied

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: ______________

Request ID: ______________

(For MLCC use only)

Local Government Approval

(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a Regular (regular or special) meeting of the Algonac City Council (name of township, city, village) council/board called to order by Mayor Rocky Gillis on August 4, 2026 (date) at 6:00 p.m. (time) the following resolution was offered:

Moved by ______________ and supported by ______________

that the application from BESK Group LLC
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): ______________
(list specific licenses requested)

to be located at: 301 Summer, Algonac, MI 48001

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: ______________

It is the consensus of this body that it recommends (recommends/does not recommend) this application be considered for approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are ______________

Vote

Yeas: ______

Nays: ______

Absent: ______

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the ______________ (name of township, city, village) council/board at a ______________ (regular or special) meeting held on ______________ (date)

______________ Print Name of Clerk

______________ Signature of Clerk

______________ Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Overnight packages: 2407 N. Grand River, Lansing, MI 48906
Fax to: 517-763-0059

Item No: 11b
Meeting: 8.4.2026

Business of the Algonac City Council

Agenda Statement

Item Title: **To approve Algonac-Clay Library Maintenance Projects: $4,500.**

Submitted By: Artie Bryson, City Manager

Summary
The Algonac-Clay Library Advisory Board has requested approval for various projects. Attached are three (3) quotes using three (3) contractors:

1	Du-Aull Construction	Installation of a drop box, glass enclosure for the computer lab and handyman work	$2,950.00
2	Canopy Climber Tree Care	Pruning of large maple tree	$1,550.00
3	A.T.M. Building Maintenance	Floor and carpet cleaning	$1,707.55

The Algonac-Clay Library Maintenance Agreement between Algonac, Clay Township and the Library states "Any expenditure in excess of $500 must be approved by the respective governing bodies of the city and township prior to expenditure".

Every year the city and Clay Township DDA put $5,000 into a capital improvement fund for these kinds of expenses. Currently the account has a balance of $62,970.

In regards to the floor and carpet cleaning quote, the City Treasurer has reviewed the Agreement for System Library Services, and determined that the costs for floor and carpet cleaning should fall under "cleaning of the library facility", and should, therefore, be submitted to the St. Clair County Library System for consideration.

Suggested Action:

MOVED BY: **SUPPORTED BY:**

RESOLVED, to approve Algonac-Clay Library maintenance for the total cost of $4,500.00 using the following vendors:
Du-Aull Construction, whose address is PO Box 230588, Fair Haven, MI 48023 in the amount of $1,855; and
Canopy Climber Tree Care, whose address is 4430 Myron Road, Burtchville, MI 48059 in the amount of $1,550.

APPROVED/Denied

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

To: City Manager, Artie Bryson
From: City Treasurer, Alysia Bugg
Subject: Algonac–Clay Library Carpet & Floor Cleaning – Reimbursement Determination
Date: 7/28/2026

The Library Advisory Board, through Board Member Debbie Scruggs, has requested approval of the attached quote from A.T.M. Building Maintenance LLC for carpet cleaning, upholstery cleaning, tiled-floor refinishing, and scotch-guard treatment. Debbie's letter indicates the Board is asking the City of Algonac and Clay Township to pay this expense from the annual operational funding both municipalities provide for library maintenance.

After reviewing the governing agreements, I do not believe this cost should be paid from Algonac/Clay operational contributions. Under the **2007 St. Clair County Library System Agreement**, Section 7 states the System will reimburse the Municipality for:

"snow removal, lawn maintenance **and cleaning of the library facility**."

Carpet cleaning, upholstery cleaning, and floor refinishing fall directly within "cleaning of the library facility." Unless the System disputes the invoice or determines the cost excessive, this category of work is reimbursable.

Because the Library System agreement specifically covers cleaning, this expense should first be submitted to the System for reimbursement. Only if the System declines reimbursement would the cost fall to Algonac and Clay Township under the joint maintenance agreement.

Thank you,

Alysia Bugg
City Treasurer
810-794-9361 x9
citytreasurer@cityofalgonac.org

RECEIVED
JUL 27 2026
BY: ....CN........

July 27, 2026

Clay Township Treasurer
Algonac Clay Treasurer

Re: 1) Tree/Landscape Proposal for Algonac-Clay Library
2) Variety of Carpentry, Installation of new Drop Box (as noted in quote by Du-All)

On behalf of the Library and the Library Advisory Board, we are asking for approval of these two proposals to be paid for with the budgetary funds for the library.

The Library and Library Advisory Board work to keep the library useful and safe while presenting a neat and attractive appearance in the community.

We appreciate your support and approval of this request.

Thank you!

Debbie Scruggs

Debbie Scruggs, on behalf of
The Library Advisory Board
216/409-2794
Debbiescruggs55@yahoo.com

Proposal
FROM

Du-Aull Construction

P.O. BOX 230588
FAIR HAVEN, MI 48023
(586) 725-4357

Cell: (586) 904-8182

Proposal No. 262011
Sheet No. 1 OF 1
Date 7/10/2026

Proposal Submitted To	Work To Be Performed At
ALGONAC - CLAY LIBRARY 2011 ST. CLAIR RIVER DR. ALGONAC, MI 48001 MELODY VOGLE	2011 ST. CLAIR RIVER DR. ALGONAC, MI 48001 810-794-4471

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of:

1) INSTALL NEW DROP BOX SUPPLIED BY OTHERS. CUT INTO MASONRY WALL AND INTERIOR DRYWALL. FINISH INTERIOR DRYWALL READY FOR PAINT.
$950.00

2) FIX DRAWERS IN TWO DIFFERENT ROOMS. REPAIR DRAWERS AS NEEDED.
$150.00

3) REVERSE EXISTING SERVICE COUNTER CABINET AS PER CUSTOMERS SPECIFICATIONS. TURN CABINET TO INTERIOR SIDE FOR BETTER USE.
$1,100.00

4) FABRICATE WINDOW FRAMES AT TOP OF COMPUTER LAB ROOM AND INSTALL NEW GLASS ON TWO PERIMETER SIDES ON TOP OF COMPUTER LAB WALL FOR SOUND PROOF AND PRIVACY.
$2,950.00

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of FIVE THOUSAND ONE HUNDRED FIFTY AND 00/100 Dollars ($5,150.00).

With payments to be made as follows: 50% DEPOSIT AND BALANCE UPON COMPLETION.

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Workman's Compensation and Public Liability Insurance on above work to be taken out by DU-AULL CONSTRUCTION

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Respectfully submitted David DeGregory
Per

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted X

Signature X

Date X

Signature

F-1 0103

QUOTE #913

SENT ON:

07/17/2026

RECIPIENT:

Algonac - Clay Library

2011 Saint Clair River Drive
Algonac, Michigan 48001

SENDER:

Canopy Climber Tree Care

4430 Myron Road
Burtchville, Michigan 48059

Phone: 8103002387
Email: jake.canopyclimber@gmail.com
Website: www.canopyclimbertreecare.com

Product/Service	Description	Qty.	Unit Price	Total
Tree Pruning	Silver Maple (Acer saccharinum) Remove 1 large limb over building Remove dead limbs throughout canopy Prune limbs away from roof Haul all wood and brush.	1	$750.00	$750.00
Air Spading (root collar excavation)	Trench line near drain, cut roots and install bio barrier underground to redirect root growth away from drain. Use of an Air Spade tool to fracture soil, de-compact soil and amend soil profile with nutrients, organic matter and micro organisms.	1	$550.00	$550.00
Tree Removal, haul all wood and brush	Removal of: Dead Ash tree near river bank. Haul all wood and brush from property. Leave stump to reduce bank erosion.	1	$150.00	$150.00
Hedge Trimming	Prune Yew hedge down to a manageable height (3-4') and remove larger diameter woody stems. Haul all wood and brush.	1	$100.00	$100.00

Total **$1,550.00**

QUOTE #913

SENT ON:

07/17/2026

By approving the quote, you agree to the terms and conditions listed below.

Canopy Climber Tree Care Service Agreement

1. Scope of Work

Contractor agrees to provide tree care services as described in the approved estimate:
•⍰Service(s): [e.g., pruning, tree removal, deep root fertilization, etc.]
•⍰Location of Work: [Client's Property Address]
•⍰Estimated Start Date will be discussed with client via phone or email correspondence.
•⍰Estimated Completion Date will be discussed with client via phone or email correspondence.

The Contractor will perform all work according to ANSI A300 Standards (developed by the American National Standards Institute) and Best Management Practices (BMPs) outlined by the International Society of Arboriculture (ISA). This includes:

Specific Service Descriptions

1.⍰Tree Pruning
All pruning will follow ANSI A300 (Part 1) – Pruning Standards to ensure proper cuts that promote tree health and structural integrity. This includes:
•⍰Removing dead, damaged, or diseased limbs.
•⍰Enhancing airflow and light penetration.
•⍰Pruning to maintain or restore a tree's natural shape.
Pruning cuts will avoid damage to branch collars and will not compromise the tree's overall stability.

2.⍰Cabling and Bracing
Structural support systems will be installed following ANSI A300 (Part 3) – Supplemental Support Systems. This includes:
•⍰The use of non-invasive, corrosion-resistant hardware and cables.
•⍰Placement designed to redistribute mechanical stress and improve tree stability.
•⍰Regular inspections to ensure continued effectiveness.
The goal is to preserve the tree while minimizing the risk of failure under stress, such as high winds or snow loads.

3.⍰Deep Root Fertilization
Fertilization will be performed in accordance with ISA Best Management Practices (BMPs) for tree health care:
•⍰Using a pressurized injection system to deliver nutrients directly into the root zone.
•⍰Application rates will be based on soil testing and the specific needs of the tree species.
•⍰Only eco-friendly, slow-release fertilizers will be used to avoid nutrient runoff.

4.⍰Storm Damage Cleanup
Storm-related services will adhere to ANSI Z133 – Safety Standards for Arboricultural Operations, with a focus on:
•⍰Safe removal of hazardous limbs and debris.
•⍰Securing damaged trees to prevent further risk to people or property.
•⍰Providing recommendations for tree recovery or removal based on structural assessment.

5.⍰Pest and Disease Management
Treatments for pests and diseases will follow ISA BMPs and will be applied using Integrated Pest Management (IPM) principles:
•⍰Conducting tree inspections to identify infestations or infections.
•⍰Applying targeted treatments to minimize chemical use.
•⍰Monitoring tree health post-treatment to ensure efficacy.

6.⍰Tree Removal
All tree removals will comply with ANSI Z133 safety guidelines and will include:
•⍰The use of rigging and lowering techniques to prevent property damage.
•⍰Grinding of stumps (if included) to below ground level for replanting or landscaping purposes.

•⍰Cleanup of all debris, leaving the site in a tidy condition.

2. Payment Terms

•⍰Total Agreed Price: $[Amount]
•⍰Deposit (if applicable): $[Amount] due upon signing this Agreement.
•⍰Final Payment: Due upon project completion or as specified in the payment schedule.

Payments not received within [10 days] of the due date may incur a late fee of [5% of total balance].

Credit Card Transaction Fee Terms

1.⍰Credit Card Processing Fee
A 3% convenience fee will be added to all invoices paid via debit and credit card. This fee is applied to cover the costs of credit card processing.
2.⍰Disclosure of Fee
The 3% fee will be calculated based on the total invoice amount and disclosed prior to payment. The Client has the option to pay via other methods (e.g., cash, check, ACH transfer) to avoid this fee.
3.⍰Non-Refundable Fee
The credit card processing fee is non-refundable, even in the event of a refund for services rendered. Only the service amount will be refunded, less the original processing fee.
4.⍰Acceptance
By proceeding with payment via credit card, the Client agrees to the 3% fee and acknowledges that it is non-refundable.

3. Access and Client Responsibilities

The Client agrees to:
1.⍰Grant the Contractor access to the property and worksite.
2.⍰Remove vehicles, equipment, and any obstacles that may interfere with the work.
3.⍰Ensure pets and pet waste and other individuals are safely out of the work zone.
4.⍰Make every possible effort to ensure there are no other contractors on site while tree service operations are being performed.

4. Safety and Damage Liability

•⍰Contractor will take reasonable precautions to prevent property damage, including lawn and landscaping. However, minor disturbances to lawns, mulch, or nearby areas may occur due to the nature of tree care work.
•⍰Client acknowledges that Contractor is not liable for damages caused by pre-existing conditions, such as weak branches, defective trees, or hidden decay.

5. Changes to Scope

Any changes to the scope of work must be documented in writing and agreed upon by both parties. Additional services may result in additional charges.

6. Insurance and Licensing

Contractor confirms it is fully insured and licensed to perform tree care services in Michigan.

Proof of insurance is available upon request.

Proof of Worker's Compensation Insurance is available upon request.

7. Termination

Either party may terminate this Agreement with written notice:
•[?]By Client: Client must provide [2 weeks] notice before the scheduled start date.
•[?]By Contractor: Contractor may terminate due to unsafe conditions, unforeseen hazards, or non-compliance by the Client.

If terminated by the Client after work begins, the Client agrees to pay for completed work and any materials purchased.

8. Dispute Resolution

Any disputes arising from this Agreement shall first be resolved through mediation. If unresolved, disputes may proceed to binding arbitration or a court in the jurisdiction of [Your County/City].

9. Warranty

Contractor warrants that all services will be performed in accordance with ANSI A300 standards and ISA Best Management Practices. No warranty is provided for work impacted by natural disasters, weather events, or changes in tree health unrelated to performed services.

10. Entire Agreement

This Agreement constitutes the entire agreement between the Contractor and Client and supersedes all prior discussions or agreements. Amendments must be in writing and signed by both parties.

Client Acknowledgment

By signing the quote approval, the Client agrees to the terms outlined in this Agreement and authorizes Canopy Climber Tree Care to proceed with the approved work.

Signature: ____________________ **Date:** ____________

July 14, 2026

To: City of Algonac, and Clay Township

Re: Algonac-Clay Library Maintenance Budget Expense

On behalf of the Library, the Library Advisory Board is requesting that the attached quote from A.T.M. Building Maintenance LLC be approved. They were the best-priced local company that covered all the cleaning needs required at this time. The library has not had this done since some time before COVID, so it is long overdue! It includes carpet cleaning, upholstery cleaning, floor refinishing (tiled area) and scotch-guard.

We appreciate your approval and prompt response.

Thank you!

Debbie Scruggs

Debbie Scruggs, Advisory Board Member

A.T.M. Building Maintenance L.L.C.

487 Dixie Blvd Algonac, MI. 48001
(810) 794-5283 | atmbldgmaint@gmail.com | www.atmcarpetcleaning.com

RECIPIENT:

Algonac/Clay Township Library
2011 St. Clair River Dr.
Algonac, Michigan 48001

Quote #140

Sent on	01/15/2026
Total	**$1,707.55**

Product/Service	Description	Qty.	Unit Price	Total
Carpet cleaning	All carpet is to be pre-sprayed using a commercial detergent to loosen soil. Followed by a truck-mount steam extraction using a rinsing agent to remove all soap residue.	4400	$0.17	$748.00
Upholstery Cleaning	Upholstered office/desk chairs are to be pre-sprayed using a commercial-grade upholstery cleaner to loosen soil. Followed by a low-pressure steam extraction using a rinsing agent to remove all soap residue.	27	$5.00	$135.00
Floor Refinishing	All VCT flooring to be stripped and scrubbed of old wax and dirt. The floor is to be thoroughly rinsed using a neutralizer to remove all product from stripping. Followed by 3-5 Coats for floor sealer and polish for a long-lasting, durable shine.	727	$0.65	$472.55
Scotch-guard	3M Scotch-Guard is to be applied to the carpet to help prevent staining and protect the fibers.	4400	$0.08	$352.00

* Non-taxable

Total **$1,707.55**

This quote is valid for the next 30 days, after which values may be subject to change.

Agreement for System Library Services

This agreement is between the St. Clair County Library System, (hereinafter called "System"), and City of Algonac, (hereinafter called "Municipality"). The Municipality wishes to provide local library services for the citizens of its community. The System wishes to provide library services as defined with conditions as provided below. Now therefore, it is agreed as follows:

1. The System agrees to provide library service to the Municipality to include the following: staff to provide services and manage the local library facility; to acquire and provide a collection of library materials for use; provide regular hours of services; public access to computer technology through our agreement with RESA (Regional Educational Services Agency) whose lease is between the System and RESA; management of staff and services; access to the system's collection of materials on line.

2. The System will also provide all necessary equipment for library services to include: fax machine; phones; computers and printers, as OPAC (On-line Public Access Catalog); copy machines unless specifically excluded below. The System will provide furniture for public access computers. Any furniture, equipment, shelving, etc. purchased with System funds is to be properly marked as System and the System shall retain ownership.

3. All fines, fees, rents and other charges collected by library staff under System approved Policies on equipment provided by the System are to be System funds.

4. All library materials (books, paperbacks, music, videos, etc.) purchased or furnished by the System, including donations made to the System or branch, will be the property of the System. All materials in the branch will be cataloged into the System database and be available for interlibrary loan with in or outside the System. Every effort will be made to place and retain gift purchases within the requested facility however the System retains the right to transfer, discard or replace items under the Materials Collection Policy.

5. The Municipality shall provide and maintain the local owned library facility, grounds and all the necessary furnishings and furniture unless listed as a System responsibility. The Municipality shall provide adjacent parking. All facilities must be in compliance with existing state laws. The Municipality shall keep the building in a safe and well kept condition and the System will use it in a safe and well kept manner. If the facility

is not properly maintained in a safe and well kept condition, the System may refuse services for that facility, or elect to make the necessary improvements by deducting the costs from the operating reimbursement as described below. Any damage or loss of library equipment, furnishings or library materials caused by the neglect of the Municipality will be the responsibility of the Municipality to replace to satisfaction of the System. Any repairs, expansions or building improvements are the sole responsibility of the Municipality.

6. If the Municipality provides a copy machine the funds collected will be Municipality funds. The Municipality will maintain the machine in proper working order.

7. Starting in the System Fiscal Year 2007, the System will reimburse the Municipality for the following library related operating expenses to include gas, electrical, water. The System will provide reimbursement for snow removal, lawn maintenance and cleaning of the library facility. If a building is shared with other Municipal services, the System will pay only for expenses directly related to the space which it occupies and not for any attached space occupied by others. The library will reimburse expenses on a monthly basis with the submission of detailed invoices for the services provided. The System will not reimburse Municipality for any services not currently provided, but will arrange to directly contract for those services. The System reserves the right to review any invoices submitted and require additional proof and/or justification of services requested for reimbursement. If the cost of the service is deemed excessive, the System may require that such service be provided by the System. The System may refuse payment for disputed or excessive charges. No reimbursement will be paid by the System unless this agreement is approved and signed by the Municipality. The System will only reimburse services mentioned in this agreement. Reimbursement payment by the System may be prorated in subsequent years as determined by the Library Board, and upon notification to the Municipality three months prior to the start of the System's budget year.

8. The System will reimburse telephone expenses so long as funds for the System operating millage are available as determined by the System. If millage funds are not available, the Municipality will be responsible for providing telephone service. The System will notify the Municipality three months prior to the start of the System's budget year if the Municipality will become responsible for phone service. The System will reimburse telephone bills on a monthly basis upon submission of the phone bill(s) to the System.

9. If either the System or Municipality wish to terminate this agreement because of millage failure, bankruptcy, receivership or other financial failure, or due to a catastrophe such as major fire, flood, tornado, earthquake or explosion of some type, causing irreparable harm and damage, or other major concern, then this contract may be terminated by either party with ninety days written notice to the other.

10. Residents of St. Clair County will have free access to all libraries participating in the System.

11. The Municipality agrees to assign all of the penal fines allocated to the Municipality under the provisions of Public Act 59, 1964 and the Michigan Constitution to the System.

12. The Municipality agrees that any payments specifically for the System's libraries from the State of Michigan distributed pursuant to the population of the State of Michigan or otherwise to the Municipality will be paid to the System and deposited in the System's account as provided by statutory law.

13. It is understood and agreed any and all locally appointed branch boards serve solely in an advisory capacity to both the Municipality and System. The System's administration will consider Municipal and advisory board input as to specific services and/or personnel concerns. However, the System's administration retains the right to hire, fire, transfer, layoff and otherwise supervise and discipline all library personnel.

14. The Branch Coordinator will serve as the primary liaison to the Branch Advisory Board and the Municipality and will keep the Director informed of any branch related concerns.

15. Any and all monies donated and dedicated to a particular branch will be distributed directly to said branch for either building related or programming purposes consistent with the wishes of the donor. Building related items may include but are not limited to buildings and physical attachments, furnishings, equipment, shelving, book carts and so forth.

16. The System shall provide insurance for its building contents only. The Municipality shall provide adequate liability insurance and other insurance coverage it deems necessary to insure its building and other property. Municipality assumes the liability for and shall defend, indemnify, and hold harmless the System from any and all claims of any kind or nature arising in any manner from the condition of its building or building premises.

17. This agreement constitutes the entire agreement between the parties in respect to the subject matter hereof. This agreement supersedes any other agreements either oral or in writing between the parties. No change or modification of the agreement will be valid unless the same is in writing and signed by the parties.

18. The recitals above are hereby incorporated as part of this agreement.

19. If any provision, clause, or part of the agreement, or the application thereof under certain circumstances, is held invalid, the remainder of the agreement, or the application of such provision, clause or part under the other circumstances, will not be affected thereby.

20. This agreement will be executed in duplicate with each treated as an original

21. This agreement will be governed by the laws of the State of Michigan.

22. This agreement may be terminated by either party upon ninety days notice for any reason.

23. This agreement must be executed by all parties for the delivery of System services under the agreement.

Municipality

By ______________________

Chris D. Wilson

Its City Manager

Date February 20. 2007

System

By ______________________

Its Vice Chairperson

Date 03/28/2007

County

By ______________________

Wally Evans

Its Chairperson

Date May 17, 2007

Agreement/jfw/1-26-07

Item No: 12
Meeting: 8.4.2026

Business of the Algonac City Council

Agenda Statement

Item Title: **To approve accounts payable and payroll in the amount of $258,148.09.**

Submitted by: Alysia Bugg, City Treasurer

Summary

Attached are the bills and payroll for City Council review.

Suggested Action:

MOVED BY: **SUPPORTED BY:**

RESOLVED, to approve accounts payable and payroll in the amount of $258,148.09.

APPROVED/Denied

TO: ALGONAC CITY COUNCIL		**8/4/2026**		**Item #12**
FROM: ALYSIA BUGG, TREASURER				
7/30/2026				
BANK ACCOUNT	**DATES**	**CHECK NUMBERS**	**AMOUNT**	**TOTAL**
AP	7/30/2026	54368-54399	$ 194,157.94	
EFT	5/29/2026	489-491(E)	$ 738.28	
	4/30/2026	492(E(	$ 14.72	
EFT	6/26/2026	493(E)	$ 250.00	
EFT	6/26/2026	494(E)	$ 370.00	
EFT	6/30/2026	495(E)	$ 80.06	
EFT	6/30/2026	496(E)-498(E)	$ 8,735.86	
EFT	6/30/2026	499(E)	$ 387.17	
EFT	7/14/2026	500(E)	$ 90.10	
EFT	7/14/2026	501(E)	$ 221.85	
EFT	7/20/2026	502(E)	$ 643.38	
				$ 205,689.36
PAYROLL	**DATES**	**CHECK NUMBERS**	**AMOUNT**	
Direct Deposits	7/17/2026	DD14302-DD14340	$ 38,219.11	
Checks	7/17/2026	32471	$ 340.28	
EFT	7/17/2026	#1070	$ 1,318.93	
EFT	7/22/2026	#1071	$ 12,580.41	
				$ 52,458.73
Assuming Council approves all transactions, the following motion would be in order:				
Resolved, that the City Council approves accounts payable and payroll as submitted for a total of:				$ 258,148.09
		Direct Deposit	**$ 38,219.11**	
		Total Payroll #1249	**$ 70,739.62**	