



CITY OF CROSWELL
PROPOSED CITY COUNCIL AGENDA
Regular Council Meeting

Croswell Community Center - 124 N Howard Ave., Croswell, MI
September 2nd, 2025 @ 7:30 P.M.

- I. **PLEDGE OF ALLEGIANCE:**
- II. **APPROVAL OF MINUTES** from the Regular Council Meeting of **August 18th, 2025.**
- III. **PUBLIC COMMENTS:**
- IV. **APPROVAL OF AGENDA:**
- V. **CORRESPONDENCE:**
 - a. NIA meeting minutes
 - b. DDA meeting minutes
- VI. **ADMINISTRATOR'S REPORT:**
- VII. **COUNCIL MEMBER REPORT:**
 - A. Butler:
 - B. Slone:
 - C. Maury:
 - D. Hernandez:
 - E. Willis:
- VIII. **UNFINISHED BUSINESS:**
 - a. Lease Agreement for CLAYS
 - b. Mud Mitigation
- IX. **NEW BUSINESS:**
 - a. Resolution for OMA
 - i. Roll Call Vote:
 - b. Library Building improvements
 - i. Roll Call Vote:
 - c. EMS Wages
 - d. Computer Upgrades bids
 - e. IT support service bids
 - f. Discussion – Airport property
- X. **PUBLIC COMMENTS:**
- XI. **APPROVAL OF ACCOUNTS PAYABLE:**
- XII. **ADJOURNMENT:**



CITY OF CROSWELL
PROPOSED CITY COUNCIL AGENDA
Regular Council Meeting

Croswell Community Center - 124 N Howard Ave., Croswell, MI
August 18th, 2025 @ 7:30 P.M.

DRAFT

I. **PLEDGE OF ALLEGIANCE:**

- II. **APPROVAL OF MINUTES** from the Regular Council Meeting of August 4th, 2025. Motion to approve minutes from 8/4/25 by Maury, second by Slone. Motion Carried.

III. **PUBLIC COMMENTS:**

Artie – Candidate for city admin, wanted to say hi and introduce himself.

Eileen – Comments regarding PIVOT and James Freed and unethical behavior per her personal experience.

Mike Harder – Positive feedback from Car Cruise and statements Eileen's statements

Hendrickson – Complaints about 144 N. Howard from 11:30-12:27am being loud, his children are running down the street, using dirt bikes, his kitchen and living room are in the driveway.

Request to do something so they can get some sleep.

IV. **APPROVAL OF AGENDA:**

- a. Addition of TIFA for soccer club as item E) and EMS Façade as F). Slone motioned to approve additions to the agenda, Maury second. Motion Carried.

V. **CORRESPONDENCE:**

- a. SEMO SOM- Notice of Hearing
- b. Attorney's response to CLAYS on city parcel AKA airport
- c. Thumb Area Region Minutes from July 18th, Agenda for Aug 20th
- d. LARA communication – Home builders association vs LARA
- e. CLAYS improvements for Fall Season & update
- f. TIFA meeting minutes from Aug 6th
- g. Brian Lee – Car Cruise
- h. Village of Lexington Resolution
- i. Departmental reports

Slone motioned to receive and file correspondence, Hernandez second. Motion Carried.

VI. **ADMINISTRATOR'S REPORT:**

- a. Currently seeking search warrant for a problem house within the city. Working with Gielows related to expansion waiting on their official request to put it on the agenda for council. 1 Police Officer has a contingent offer with 4-6 wks for start date. Re-Zoning request from residential to Commercial. Fire Authority for the Region is being discussed, Croswell EMS/Fire willing to hear how it will help us.

VII. **COUNCIL MEMBER REPORT:**

- A. Butler: None
- B. Slone: None
- C. Maury: None
- D. Hernandez: None
- E. Willis: None

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VIII. **UNFINISHED BUSINESS:**

- a. Attorney response to Mud Ordinance presented 7.21.25 – Maury motioned to table until next meeting. Slone second. Motion Carried.

IX. **NEW BUSINESS:**

- a. Performance Resolution for Municipalities from MDOT. Maury motioned to approve resolution, Slone Second.
 - i. Roll Call Vote: 5 yes, 0 No. No further discussion. Motion Carried.
- b. Resolution 18-08-2025 – Investment of public funds with GOVMIC. Slone motioned to approve resolution, Willis Second.
 - i. Roll Call Vote: 5 yes, 0 No. No further discussion. Motion Carried.
- c. Quotes for DPW – Snow Removal. This was a budgeted item and being added to the back hoe. Maury motioned to approve the purchase of the Wolverine quote. Willis second.
 - i. Roll Call Vote: 5 yes, 0 No. No further discussion. Motion Carried.
- d. Pay Order #3 for Boddy Construction relating to DWSRF project 7588-01. Slone motioned to approve Pay Order #3, second by Hernandez. Motion Carried.
- e. TIFA recommendation related to correspondence, next year to lease Lots 5 & 6 to CLAYS for \$1 per year. It is about 6 acres. City will pay for Fence and Parking lot, CLAYS will carry insurance and include the city on it. Motion to proceed with lease agreement by Slone, second by Willis. Roll Call Vote: 5 yes, 0 Nos. Maury inquired why \$1 lease, Butler stated TIFA has historically done \$1 to encourage business in the city. Question about Gielows looking there, yes but nothing submitted formally. No further discussion. Motion Carried.
- f. EMS Façade – Under correspondence. Windows leak when it rains and stucco falling. Motion for bids by Maury, second by Hernandez. Motion Carried.

- X. **PUBLIC COMMENTS:** Hendricks states that it is an Indy Speedway on main street. Light and speed sign is now a “beat the number” game. “There is a diesel truck that revs up” Another lady commented about being passed on double yellow. Hendricks comments about fixing construction before school starts for the sidewalks. Leah Merrill – complaints about Anderson St. related to Car Cruise and retaliation from neighbors for saying something.

- XI. **APPROVAL OF ACCOUNTS PAYABLE:** \$949,927.72 motioned to pay the bills by Maury, second by Hernandez. Motion Carried.

- XII. **ADJOURNMENT:** No further discussion, Mayor Butler adjourned the meeting at 7:57pm.

DRAFT

Regular meeting of the Neighborhood Improvement Authority was held, May 5, 2025 at 6:00 p.m. at Croswell City Hall, 100 N Howard Ave., Croswell, MI

Members in Attendance: Chairperson Denise Slone, Jane McLane, Kyle Wood, Marty Rheume, City Administrator David Tait

Members absent: None

- I. APPROVAL OF MINUTES OF REGULAR MEETING OF October 21st 2024:
Rheume moved to approve the minutes of October 21, 2024 as presented, second by McLane. Motion Carried.

- II. COMMUNICATIONS:
None

III. BUSINESS:

- a. Bike Paths: Bike path on M-90 from Croswell Rd. to the east side of the school was \$63,500 for asphalt only, approved at the October 21, 2025 meeting. Asking for payment from NIA for balance of asphalt and the rebuild portion of totaling \$30,883.87. Taco Bell will be bill \$6,584 for the section in front of them for when the building was built.

McLane moved to approve the payment of \$30,883.87 for the bike path on M-90 from Croswell Rd. to the east side of the school, second by Wood. Motion Carried.

- b. Sanborn Path: Will be doing Sanborn from Croswell Rd. west to the existing sidewalk. The new portion will be bike path 8 foot wide and with downsize to connect to the existing sidewalk. Approximate cost is \$150,000 - \$175,000. Will bring back with final cost.

- c. General fund support:
Requesting \$50,000 transfer back to General fund for the fiscal year 2025/2026.

McLane moved to transfer \$50,000 back to General Fund in the fiscal year 2025/2026, second by Rheume. Motion Carried.

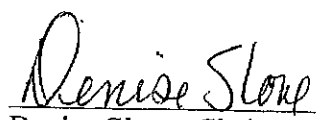
IV. TREASURER'S REPORT:

Current cash	278,452.74
M-90 Bike path	(30,883.87)
Balance	247,568.87

Rheume moved to receive and file the Treasurer's Report, second by Wood. Motion Carried.

V. ADJOURNMENT:

Meeting adjourned at 6:13 p.m.


Denise Slone, Chairperson
Neighborhood Improvement Authority

Minutes Taken by:
Suzanne Dobson,
Croswell Clerk

Regular meeting of the Downtown Development Authority was held June 19, 2025 at 9:00 a.m. at the Croswell Community Center, 124 N Howard Ave., Croswell, MI 48422.

Members in Attendance: Chairperson Paul Nehmer, Karen Schott, Heather Roelant, Cheryl Loomis

Members absent: Todd Shimshock, Mike O'Vell, Greg Mason, City Administrator Dave Tait, Interim City Admin Amy Planck, City Clerk Andrea Holbrook

- I. APPROVAL OF MINUTES OF REGULAR MEETING OF May 15, 2025:
O'Vell moved to approve the minutes of April 17, 2025 as presented, second by Schott. Motion Carried.

II. COMMUNICATIONS:

- a. Thank you from Cheryl Kriete family

O'Vell moved to receive and file, second by Schott. Motion Carried.

III. BUSINESS:

- a. Grants:

- i. Trevor Woodruff – 12 Wells St. – Major Grant: Place on hold, waiting for final purchase of building.

- ii. Epiphany Elephant – 71 N. Howard – Enhancement Grant:
Siding of the rear wall.

Schott moved to approve the Enhancement Grant request for 71 N Howard, for the 24/25 fiscal year, if possible, second by Loomis. Motion Carried.

Clerk to confirm that the project can be completed before June 30, 2025.

- iii. 14 Wells St., Sam Moore – Enhancement Grant:
Replacement of the front door at 14 Wells St.

O'Vell moved to approve the Enhancement Grant for 14 Wells St., Sam Moore for the 24/25 fiscal year, second by Schott. Motion Carried.

- iv. 30 N Howard, Sam Moore – Major Grant:
The proposed project includes stoop replacement, ramp installation, and door installation. The estimated cost of the project exceeds \$15,000. The applicant requests the full \$5,000 grant amount from the DDA. The remaining costs will be covered by the building owner and EGLE, as the project also involves rectifying an inefficient sidewalk grad variant in front of the building. Additionally, the applicant requests that the City of Croswell take the lead in facilitating the sidewalk replacement and step installation due to its impact on the public right of way, proposing that the work be completed by the city's contractor, likely Martin Concrete. No reimburse requested just project completion offset by D.D.A. Unknown time of completion.

Loomis moved to approve the Major Grant for 30 N Howard for the 25/26 fiscal year, second by O'Vell. Motion Carried.

- b. D.D.A. Appointment: If anyone has a person to present. No action

c. Other Business:

Stage – Update from Schott – Scissor awning w/led lights; roll-up within self-garage doors.

IV. TREASURER'S REPORT: April/May 2025

O'Vell moved to receive and file the April/May 2025 Treasurers Report. Motion Carried.

V. ADJOURNMENT:

With no further business Roelant moved to adjourn, second by Mason. Motion Carried.

Meeting adjourned at 9:21 a.m.

Paul Nehmer, Chairperson
Downtown Development Authority

Minutes Taken by:
Andrea Holbrook
Croswell Clerk

LICENSE AGREEMENT FOR USE OF REAL PROPERTY

THIS LICENSE AGREEMENT FOR USE OF REAL PROPERTY (the "Agreement") is made and entered into this the _____ day of _____, 2025, by and between the City of Croswell, 100 North Howard Ave., Croswell, Michigan 48422 (the "Licensor") and Cros-Lex Area Youth Soccer Incorporated, 3306 Old M51, Croswell, Michigan 48450 ("Licensee").

Recitals

A. Licensor owns certain real property (hereinafter the "Property") located in the City of Croswell located off Louise Street which is described for tax purposes as:

SPLIT ON 08/21/2018 INTO 310-355-000-001-13, 310-355-000-001-06; (ORIGINAL PARCEL = SPLIT/COMBINED ON 08/21/2018 FROM 310-355-000-001-12;) LOTS 5 & 6 SHELDON INDUSTRIAL PARK SUBDIVISION TIFA DISTRICT 1985 INITIAL VALUE = 0 REPLATTED 01/03

B. Licensee has requested to utilize the Property for the purpose of offering youth soccer opportunities including practices, games and tournaments (collectively the "Events").

C. Licensor has agreed to grant Licensee a license to use the Property on the terms and conditions herein.

NOW, THEREFORE, in exchange for good and valuable consideration, receipt and sufficiency of which is acknowledged, the parties to this Agreement agree as follows:

1. Recitals. The Recitals set forth above are incorporated into this Agreement.
2. Consideration. In exchange for the license to use the Property granted pursuant to this Agreement, Licensee shall pay Licensor a Licensee's Fee of \$1.00 per year for the Initial License Term and for each Renewal Term of the License and comply with all other terms and conditions of this Agreement.
3. License. Subject to Licensee's compliance with the terms of this Agreement, Licensor grants Licensee a license to use the Property from _____, 2025 through _____, 2026 (the "Initial License Term") for the limited purpose of hosting the Events only, and no other purpose. Licensee may renew the Initial License Term for consecutive one-year terms (each a "Renewal Term") by providing written notice to Licensor of Licensee's intent to renew. Provided, Licensee's option to renew this Agreement is contingent upon Licensee complying

with all terms and conditions of this Agreement and upon this Agreement not being terminated by Licensor or Licensee has provided herein.

4. Licensee's Obligations. During the Initial License Term and any subsequent Renewal Term, Licensee shall be solely responsible for developing, preparing and maintaining the Property in a manner suitable and fit to host the Events. Licensee shall not permit any Events on the Property if the Property is unsafe or unfit to host the Events. In hosting the Events and using the Property, Licensee shall comply with all applicable laws, rules, regulations and ordinances applicable to it and the Property. At all times, Licensee shall at its sole cost and expense ensure the Property is: (i) maintained in a clean and well-kept manner; (ii) free from blight; (iii) free from trash or debris; (iv) mowed regularly; (v) kept free from damage; and (vi) kept in a manner and consistent with all City of Croswell Ordinances.

5. Licensor Improvements. Licensor will arrange to install the following improvements (collectively the "Improvements"): (i) a parking area on the Property for use by Licensee and its guests while using the Property; and (ii) a fence around a retention pond located on Licensor's real property adjacent to the Property. Licensor shall have sole discretion as to the manner and timing of constructing the Improvements. Licensor's failure to construct or maintain the Improvements shall not be considered a default or breach of any obligation of Licensor.

6. Termination. Licensor may terminate this Agreement during the Initial Term or any Renewal Term by providing Licensee at least 60 days written notice if Licensor determines, in its sole discretion, to sell, attempt to sell, or market for sale the Property. Licensor may terminate this Agreement during the Initial Term or any Renewal Term immediately upon written notice to Licensee if Licensee is breach of its obligations under this Agreement. Licensee may terminate this Agreement by providing written notice to Licensor. Upon termination of this Agreement, Licensee shall remove all of Licensee's equipment, improvements, and personal property from the Property and return the Property to substantially the same condition as it existed as of the date of this Agreement.

7. Warranty Disclaimer and Indemnification. Licensor disclaims any and all warranties concerning the Property, including, but not limited to, any warranty the Property is in a condition acceptable for any use contemplated by this Agreement. Licensee on behalf of its agents, volunteers, contractors, officers, insurers, representatives, sponsors, guests, invitees, partners and assigns releases, waives and discharges Licensor and Licensor's employees, contractors, agents, insurers, officials, affiliates, representatives and volunteers from any all liability claims, demands, actions and causes of action arising in any way out of use of the

Property, this Agreement, or the Events. Licensee further agrees to defend, indemnify and hold harmless the Licensor and Licensor's employees, contractors, agents, insurers, officials, affiliates, representatives and volunteers from any claims brought by or on behalf any person related in any way to use of the Property or hosting of the Events.

8. Binding Agreement. This Agreement is binding on the parties hereto as well as their respective successors and assigns. Licensee may not assign its rights or obligations pursuant to this Agreement without the express written consent of Licensor. This Agreement does not run with the Property and shall not be recorded with any register of deeds.

9. Governing Law. This Agreement is made under, and shall be governed by and construed in accordance with the laws of the State of Michigan. The parties agree that in the event a legal action is filed concerning this Agreement the Property or the Events, such shall be filed in the appropriate court located in Sanilac County, Michigan and the parties waive any right they may have to a trial by jury in any such legal action.

10. Final Agreement. Once this Agreement is signed by all parties, it will constitute a binding final agreement. This Agreement may be executed in counterparts, but all such counterparts, taken together, shall constitute one and the same Agreement. The signature of any party to any counterpart shall be deemed to be a signature to, and may be appended to, any other counterpart.

11. No Third Party Beneficiary. The parties do not intend the benefits of this Agreement to inure to any third party, nor shall this Agreement.

12. Amendment. This Agreement may be amended in any manner only by an agreement, in writing, signed by the parties.

13. Entire Agreement. This Agreement constitutes the entire understanding between the parties and supersedes all prior written agreements and oral understandings between them regarding the subject matter of this Agreement. There are no representations, agreements, arrangements, or understandings, oral or written, between the parties to this Agreement, relating to the subject matter of this Agreement, that are not fully contained in this Agreement.

CITY OF CROSWELL

By:

Its:

CROS-LEX AREA YOUTH
SOCCER INCORPORATED

By:

Its:

Dated:

CITY OF CROSWELL ORDINANCE NO. [____]
AN ORDINANCE TO ESTABLISH MUD MITIGATION STANDARDS FOR
~~INDUSTRIAL SITES~~ COVERED SITES

THE CITY OF CROSWELL ORDAINS:

SECTION 1. PURPOSE

The purpose of this ordinance is to protect the public health, safety, and welfare of the citizens of Croswell by controlling and mitigating the tracking and runoff of mud and debris from ~~commercial~~, industrial, and construction operations onto public rights-of-way ~~and~~ adjacent properties, ~~lakes, rivers, ponds, canals, drains, ditches, and/or streams~~. The City finds such materials contribute to stormwater pollution, pose traffic and pedestrian hazards, and can violate applicable state and federal environmental regulations.

SECTION 2. AUTHORITY

This ordinance is adopted pursuant to the City of Croswell's authority under the **Michigan Constitution of 1963, Article VII, § 22**, and in accordance with **Public Act 451 of 1994 (Natural Resources and Environmental Protection Act, MCL 324.101 et seq.)**, specifically Parts 31 (Water Resources Protection) and 91 (Soil Erosion and Sedimentation Control).

The City also recognizes the guidance provided by the **United States Environmental Protection Agency (EPA)** under the **Clean Water Act (33 U.S.C. § 1251 et seq.)**, particularly 40 CFR Part 122 regarding the National Pollutant Discharge Elimination System (NPDES) and construction general permits.

SECTION 3. DEFINITIONS

For the purposes of this ~~e~~Ordinance, the following terms shall apply:

- **"Mud"** means soil, sediment, or ~~any form of debris from earth-moving activities~~ that is transported by vehicles, ~~equipment~~, or natural forces ~~onto public or private property~~.
- **"~~Industrial Activity~~"** means ~~(i) s~~any operation that involves construction, earthwork, ~~hauling, vehicle or equipment~~ movement, or similar activities; ~~and/or (ii) which may or does result in Mud being deposited, transferred, dropped, left, or allowed to accumulate on public streets, sidewalks, or rights of way within the City of Croswell, at an industrial or commercial site.~~
- **"~~Covered Site~~"** means ~~any parcel(s) of property within the City where Activity occurs regardless of zoning classification.~~
- **"~~Tracking Ppad~~"** means a stabilized stone or gravel pad at access points to ~~a Covered Site designed to prevent Mud from being deposited, transferred, or dropped on public streets, sidewalks, or rights of way.~~ ~~vehicles from carrying mud off site.~~
- **"~~Responsible parPartyty~~"** means ~~the property the property owner and operator, jointly and severally, of a Covered Site.~~ ~~developer, contractor, or entity in control of the site.~~

SECTION 4. MUD MITIGATION REQUIREMENTS

A. ~~Erosion and~~ Sediment Controls Required

~~Each Responsible Party. All industrial sites undergoing development, construction, or earth-disturbing activity shall implement written Best Management Practices ("BMPs") specific to each Covered Site to prevent off-site tracking of Mmud from the Covered Site from being deposited, transferred, dropped, left, or allowed to accumulate on any public street, sidewalk, or right of way in the City of Croswell.~~ BMPs may include but are not limited to:

1. Stabilized construction entrances (~~T~~tracking ~~P~~pads);
2. Wheel-washing stations.
3. Street sweeping.
4. Temporary sediment barriers.
5. ~~Site~~Grading and stabilization for the Covered Site.
6. Procedure for persons/entities performing an Activity to notify the Responsible Party if Mud is deposited, transferred, dropped, left, or allowed to accumulate on any public street, sidewalk, or right of way in the City of Croswell.

~~Each Responsible Party shall file BMPs for each Covered Site along with any amendments, supplements, or modifications to the same with the City of Croswell City Clerk. Each Responsible Party shall provide all persons or entities performing any Activity on a Covered Site with a current version of the BMPs applicable to the Covered Site. Each Responsible Party shall ensure that all persons or entities performing any Activity on a Covered Site adhere to and comply with all BMPs applicable to the Covered Site.~~

5. _____

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B. Public Right-of-Way Protection

No ~~m~~Mud or debris from a Covered Site ~~industrial operations~~ shall be deposited, transferred, dropped, left, or allowed to be permitted to accumulate on public streets, sidewalks, or rights-of-way within the City of Croswell. Regardless of fault or cause each Responsible Party, shall jointly and severally at their sole expense, the responsible party must promptly remove any all Mud or debris material deposited from a Covered Site which is deposited, dropped, transferred, dropped, left, or allowed to accumulate on public streets, sidewalks, or rights-of-way within the City of Croswell, by site activity.

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C. Permit Conditions

All City-issued building, grading, ~~or and~~ stormwater permits for a Covered Site shall include ~~mud mitigation requirements~~ at least the following conditions, which if not complied with, may result in revocation of the permit(s):

- (i) Mud from a Covered Site shall not be ~~in~~deposited, transferred, dropped, left, or allowed to accumulate on public streets, sidewalks, or rights-of-way within the City of Croswell.

(ii) All Responsible Parties for a Covered Site shall jointly and severally remove all Mud from a Covered Site which is deposited, transferred, dropped, left, or allowed to accumulate on public streets, sidewalks, or rights-of-way within the City of Croswell.

(iii) The City of Croswell City Manager or his/her designee is granted permission to inspect Covered Sites to confirm compliance with this Ordinance and the permit(s) issued.

(iii) Requires Responsible Parties adhere to all requirements accordance with this Ordinance and applicable state/federal standards.

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D. Compliance with NPDES Requirements

Prior to commencing Activity on a Covered Site which will or may result in Sites-disturbing one or more acres, Responsible Parties must obtain coverage under the obtain a MDEQ's NPDES Construction Storm Water General Permit and, after commencing Activity, shall comply with the associated Soil Erosion and Sedimentation Control (SESC) plan requirements.

SECTION 5. ENFORCEMENT

A. Inspections

The City Manager or designee may inspect industrial sites Covered Sites at any time to ensure compliance with this Ordinance.

B. Violations and Penalties

A Responsible Party is responsible for violation of this Ordinance if:

(i) It fails to comply with Sections 4(A),(D).

(ii) Mud from a Covered Site of the Responsible Party is deposited, transferred, dropped, left, or allowed to accumulate on public streets, sidewalks, or rights-of-way within the City of Croswell.

A person or entity performing any Activity is responsible for a violation of this Ordinance if:

(i) Fails or refuses to comply with BMPs with respect to a Covered Site.

(ii) Causes or allows Mud from a Covered Site to be deposited, transferred, dropped, left, or allowed to accumulate on public streets, sidewalks, or rights-of-way within the City of Croswell.

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Violations of this Ordinance shall be municipal civil infractions punishable by fine \$500.00 for each violation. Each day a violation exists shall be considered a separate violation. Further, all persons or entities in violation of this Ordinance shall be jointly and severally liable to the City of Croswell for all cleanup costs, enforcement costs, fees, and attorney fees incurred by the City of Croswell related to the violation(s). The City of Croswell shall have the right to pursue collection against all or some entities responsible for such expenses and may, in its sole

~~discretion, request a Court grant it equitable and/or injunctive relief requiring compliance with this Ordinance. Failure to comply with this ordinance shall constitute a municipal civil infraction, punishable by:~~

~~A monetary penalty not exceeding \$500 may be imposed for each violation.~~

- ~~1. Additional cleanup costs billed to the responsible party;~~
- ~~2. Possible suspension or revocation of city-issued permits;~~

~~Each day a violation continues shall be considered a separate offense.~~

SECTION 6. SEVERABILITY

If any provision of this ordinance is declared invalid or unenforceable by a court of competent jurisdiction, such decision shall not affect the remaining provisions.

SECTION 7. EFFECTIVE DATE

This ordinance shall take effect upon publication as required by law.

Adopted by the City Council of the City of Croswell this ____ day of _____, 2025.

Mayor

City Clerk

**Draft Resolution to Cure Possible OMA Violation Regarding
Special Meeting and City Manager Position**

City of Croswell

Resolution No. _____

~~Resolution Affirming Commitment to the Michigan Open Meetings Act and
Curing Any Defects in Prior Actions~~

WHEREAS, the Michigan Open Meetings Act, Public Act 267 of 1976 (MCL 15.261 et seq.), requires that all decisions of a public body shall be made at a meeting open to the public, and that all deliberations of a quorum of the members shall take place at such a meeting; and

WHEREAS, concerns have been raised that recent actions, including the cancellation of city manager candidate interviews to be held on August 26, 2025 and the consideration of extending the interim city administrator's service, may constitute deliberations outside of an open meeting ~~have involved informal polling of council members or private communications initiated outside of a duly noticed public meeting~~; and

WHEREAS, the City Council does not believe the Open Meetings Act was violated but is adopting this resolution out of an abundance of caution to ensure all actions are approved by City Council in an open meeting and, if an Open Meetings Act violation occurred, to cure such violation ~~cognizes that any decision made through such processes could be construed as inconsistent~~

~~with the Open Meetings Act and therefore subject to legal challenge, invalidation, or other corrective measures; and~~

~~WHEREAS, the City Council desires to reaffirm its commitment to full compliance with the Open Meetings Act and to cure any potential procedural defects in the interest of transparency, accountability, and public trust;~~

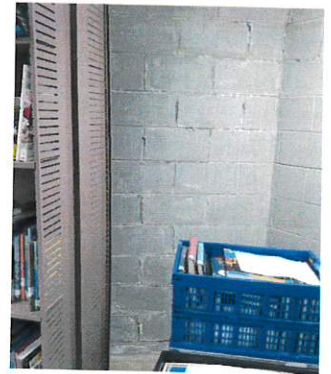
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CROSWELL, MICHIGAN, THAT:

The City Council approves and ratifies cancellation of the Special Meeting and City Manager candidate interviews that were to be held on August 26, 2025 for the purpose of allowing time for the City Manager to negotiate a proposed contract with Amy Planck to serve as the City Manager for the City of Croswell. The terms of such proposed contract, if agreeable to Ms. Planck, shall be brought before City Council for consideration in an open meeting. If the City of Croswell and Amy Planck are unable to reach an agreement for Ms. Planck to serve as City Manager, some or all the candidate interviews originally scheduled for the Special Meeting on August 26, 2025 may be rescheduled at the sole discretion of City Council.

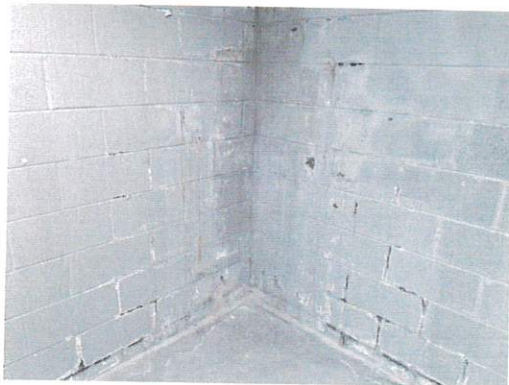
Photos of Basement Damage



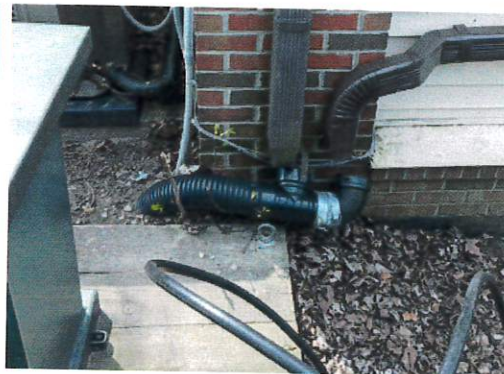
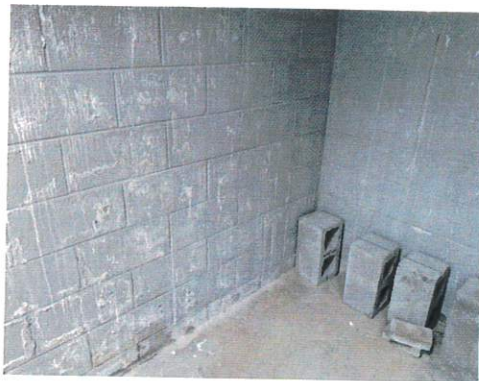
South Side: SW Corner of 1960s Addition



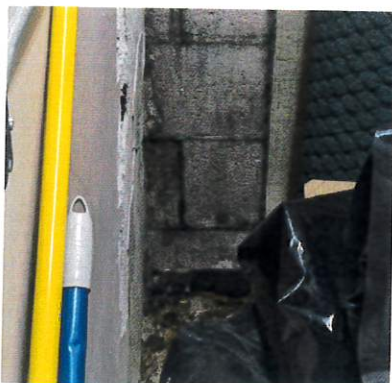
South Side: SW Corner



West Side: South West Corner



North Side: SE Corner of 2001 Addition



North Side: 1931 Building Meets 1960s Addition

WILLIAMS HISTORIC RESTORATION INC.

44890 Vic Wertz Dr
Clinton Twp, MI 48036
+15862605710
matt@williamshistoric.com
www.williamshistoric.com

Estimate

ADDRESS

Aitkin Memorial District Library
111 N. Howard Ave
Croswell MI

ESTIMATE # 2484**DATE 08/11/2025**

DATE	ACTIVITY	AMOUNT
	Services Estimate to fabricate and install new seamless aluminum gutter system. Our goal will be to pitch gutters & locate downspouts at new locations to drain water away from trouble spots noted during the walk through. MATERIALS: 6 inch- K style aluminum gutter- Dark Bronze 4" commercial aluminum downspout- Dark Bronze Hidden hangers with screws. Solar Seal sealant on corners- 50 year product. *Gutter guard, aluminum Leaf Relief- Black DEMO: Remove all existing fascia mounted guttering and downspout. WOOD: Inspect fascia wood for and rot or damage. Advice customer and supply a change order estimate for additional carpentry work if required. GUTTERS & DOWNSPOUTS: Install gutters and downspouts in predetermined locations for the best drainage. Position downspouts and extensions a min of 48" from building foundation. Install new gutters using hidden hangers screwed to the fascia, spaced every 24". Services GUTTER GUARDS: Supply and install aluminum leaf/debris gutter guard on all new gutters. CLEAN UP: Haul away all debris	8,960.00
		2,800.00

TOTAL**\$11,760.00**

All material is guaranteed to be as specified, and the above work to be performed in accordance with manufacturers specifications. Work will be completed in a substantial workmanlike manner.

Contract acceptance requires 50% deposit and balance due in full, day of completion.

Accepted By

Accepted Date



Flynn's LLC
2320 S Van Dyke Rd
Marlette MI 48453

Proposal #6043
Created: 07/25/2025
From: Justin

Proposal For

Location

City of Croswell.

City of Croswell
100 Howard St
Croswell, MI

main: 810-679-2299
croswellcity@croswell.us

Terms
Net 30

	QUANTITY	UNIT PRICE	AMOUNT
Tree Service Two large maple removals north of library and one maple removal south of library - cut down, chip brush, remove logs, grind stumps, clean up stump chips Permission to use surrounding neighbors properties for equipment access	1	\$ 14,800.00	\$ 14,800.00



Flynn's LLC | flynnslc.com | 989-635-2676 |
flynnstreeserviceinc@gmail.com



Flynn's LLC
2320 S Van Dyke Rd
Marlette MI 48453

Proposal #6043
Created: 07/25/2025
From: Justin

TERMS AND CONDITIONS

SUBTOTAL \$ 14,800.00

IT IS AGREED BY AND BETWEEN FLYNN'S (HEREAFTER REFERRED TO AS FLYNN'S OR CONTRACTOR) AND THE PARTIE(S) (HEREAFTER REFERRED TO AS THE CUSTOMER) THAT THE FOLLOWING PROVISIONS ARE MADE AS PART OF THE CONTRACT BETWEEN THEM.

INSURANCE COVERAGE:

Flynn's warrants that it is presently insured for liability resulting from injury to person or property and that all employees are covered by Michigan Workers Compensation. Certification of said coverage is available upon request.

PERFORMANCE BY CONTRACTOR:

Flynn's agrees to do it's best to meet performance dates, but shall not be liable for damages or delays because of inclement weather, labor shortage or any other cause beyond it's control. The Customer shall NOT be relieved of any performance because of delays.

TERMS OF PAYMENT:

Unless otherwise agreed upon in advance, the Customer agrees to pay the amount in full, at the time of job completion. Each customer account must be settled in full within 15 days of work completion. Failure to remit full payment within the terms agreed, will result in a finance charges of 1 1/2% per month.

STUMP REMOVAL:

Unless specifically written on the estimate, stump removal is NOT included in the price quoted. Grindings from stump removal are NOT hauled away unless specified in the proposal. Surface and subsurface roots beyond the stump are NOT included unless specified. Flynn's is not responsible for damage to underground sprinkler systems, drain lines, invisible fences or underground cables, including landscaping, patio pavers, etc., unless system(s) are adequately mapped out by the Customer and a copy is presented before or at the time the work is performed.

UNKNOWN CONTINGENCIES:

Any additional work or equipment to complete the job, caused by the Customer or other foreign material in the trunk or branches, or any other condition not apparent in estimating the work specified, shall be paid for by the customer on a time and material basis.

TREE/SHRUB/LAWN OWNERSHIP:

The Customer warrants that all trees, shrubs, and lawn area listed for service are located on his/her property, and if not,



Flynn's LLC | flynnslc.com | 989-635-2676 |
flynnstreeservice@gmail.com



Flynn's LLC
2320 S Van Dyke Rd
Marlette MI 48453

Proposal #6043
Created: 07/25/2025
From: Justin

that he/she has received permission from the owner to allow Flynn's to perform the prescribed work on said trees. Should any trees be mistakenly identified as to ownership or permission. Customer agrees to indemnify and hold harmless Flynn's for any and all damages or costs including actual attorney fees which may result from customer's breach of warranty.

CLEAN-UP:

Clean-up shall include removing wood, brush, clippings and raking all areas affected by the specific operation, unless otherwise specified.

CANCELLATION FEES:

Flynn's understands and respects your right to cancel services. However, if you do not provide at least 12 hours advance notice and a tree crew has been dispatched to the job site, there will be a \$150.00 cancellation fee imposed.

RETURNED CHECK CHARGE:

A fee of \$35 will be charged for all checks returned to our office, due to Non-Sufficient Funds.

NOT LIABLE

Driveway, lawn, septic systems, underground utility, etc. damages. Flynn's llc does its best to protect your property, however moderate damage is subject to occur.

Once a deposit (Non-Refundable) has been received the contract is considered signed rather there is a signature or not.

IN ACCORDANCE WITH ANSI A300 STANDARDS, THE PRICES, SPECIFICATIONS, AND CONDITIONS ARE APPROVED, ACCEPTED AND AUTHORIZED WITH FULL UNDERSTANDING OF THE TERMS AND CONDITIONS OF THIS PROPOSAL. PAYMENT UPON COMPLETION.

Signature

x

Date:

Please sign here to accept the terms and conditions

Amount Enclosed: _____

Check #: _____

Date: _____

If paying by credit card, kindly complete the following:



Flynn's LLC | flynnslc.com | 989-635-2676 |
flynnstreeservicellc@gmail.com



Flynn's LLC
2320 S Van Dyke Rd
Marlette MI 48453

Proposal #6043
Created: 07/25/2025
From: Justin

Card Type: ☐ Visa ☐ MasterCard ☐ Discover ☐ Amex

Card #: _____ Expiration: ____/____ CVC: _____

Name as it Appears on Card: _____

Cardholder Signature: _____

Photos

Tree Service



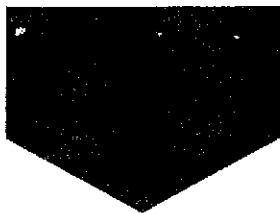
Tree Service



Flynn's LLC | flynnslc.com | 989-635-2676 |
flynnstreeservicellc@gmail.com

Tree Service





TM



The International Society of Arboriculture

Hereby Announces That

Justin Flynn

Has Earned the Credential

ISA Certified Arborist ®

By successfully meeting ISA Certified Arborist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

Caitlyn Pollihan

Caitlyn Pollihan
CEO & Executive Director

10 April 2019

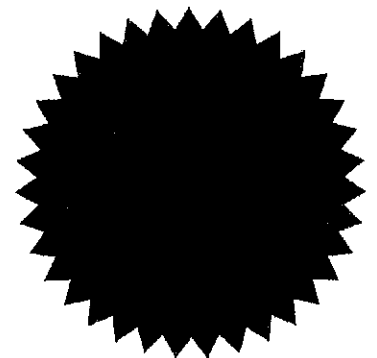
Issue Date

30 June 2025

Expiration Date

MI-4469A

Certification Number





Certified Treecare Safety Professional

This certifies that

Justin Michael Flynn

*has attained the status of
Certified Tree Care Safety Professional
from the Tree Care Industry Association*

Certification Number: 03675

Renewal Date: 11/20/2025



Bryan Dalton
Director, Training and Credentialing



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/13/2025

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

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

PRODUCER STEVE ELLIS AGENCY INC 2717 VAN DYKE PO BOX 146 MARLETTE, MI. 48453		CONTACT NAME: PHONE (A/G, No. Ext): 989-635-7563 FAX (A/G, No): 989-635-3317 E-MAIL ADDRESS: ellis-schaubagency@binsml.com	
INSURED FLYNNS LLC 2320 S. VAN DYKE RD MARLETTE, MI. 48453		INSURER(S) AFFORDING COVERAGE INSURER A: FARM BUREAU INSURANCE INSURER B: ACCIDENT FUND INSURANCE INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 21547	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSP WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:		CPP-2845834	04/02/2025	04/02/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY		BAP-3056787	07/27/2024	07/27/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000		CU-11259099	04/02/2025	04/02/2026	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A	ARP12003492600	03/26/2025	03/26/2026	PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Steve Ellis

DC

CROSWELL LIBRARY

LEASE AGREEMENT

LEASE AGREEMENT

This Lease is made and entered into by and between the City of Croswell, whose address is 100 North Howard, Croswell, Michigan 48422 ("Lessor"), and the Aitkin Memorial District Library, whose address is 111 North Howard, Croswell, Michigan 48422 ("Lessee")

1. **Premises:** The Lessor hereby leases to Lessee and the Lessee hereby leases from the Lessor those certain premises, together with the improvements and appurtenances thereto, located in the City of Croswell, County of Sanilac, State of Michigan, commonly known as 111 North Howard, Croswell, Michigan.

2. **Term:** The term of this Lease shall be for one (1) year, commencing Nov 6, 2006 January 1, 2008 2008. This Lease shall automatically renew annually unless either party gives the other party 30 days prior written notice of termination before the expiration of the then current term.

3. **Rent:** The Lessee agrees to pay a monthly rental of Seven Hundred Fifty Dollars (\$750.00) per month, payable on or before the first day of every month, commencing Jan 1, 2008 2008. At the option of Lessor, the rental rate may be adjusted upward annually by no more than 3%.

All payments of rent or other sums to be made to Lessor shall be made at such place as Lessor shall designate in writing from time to time.

4. **Repairs:** The Lessor, during the term of this Lease or any extension or renewal of this Lease, shall, at its expense, make all repairs as shall be reasonably necessary to keep said leased premises in good condition and repair, unless such damage was caused by Lessee's gross negligence or willful actions in which case Lessee shall be responsible for such repairs. The Lessee agrees at the expiration of this Lease or upon the earlier termination thereof, to quit and surrender said premises in good condition and repair, reasonable wear and damage by act of God or fire or other causes beyond the control of Lessee excepted. Lessor further agrees to perform the routine maintenance such as grass cutting and snow removal throughout the term of this Lease.

The Lessor agrees to maintain the basic structure of the building in a useable condition including the heating, plumbing and electrical facilities.

5. **Insolvency:** If any proceedings in bankruptcy or insolvency be filed against the Lessee or if any writ of attachment or writ of execution be levied upon the interest herein of the Lessee and such proceedings or levy shall not be released or dismissed within 60 days thereafter, or if any sale of the leasehold interest hereby created or any part thereof should be made under any execution or other judicial process, or if the Lessee shall make any assignment for benefit of creditors, or shall voluntarily institute bankruptcy or insolvency proceedings, the Lessor, at Lessor's election, may re-enter and take possession of said premises and remove all persons therefrom and may, at Lessor's option, terminate this Lease.

NOTES

Should consider raising rent at 3% per year to help cover present and future building costs.

BUILDING REPORT SUMMARY

The Library has a lease agreement with The City. As the lessor, The City has a responsibility to maintain The Building.

The Building has a number of ongoing issues that need to be addressed, especially the basement moisture issue.

The Library has helped The City fund capital improvements in the past and will continue to offer informational and financial assistance.

I propose The Library funds the correction of the upstairs moisture issue and The City commits to solving the basement moisture issue.

To help with costs, The Library would be willing to contribute financially. The City could also begin to increase the rent to The Library at the maximum rate of 3% per year for 10 years, at which point it would be revisited.

CROSWELL LIBRARY

BUILDING REPORT 2025



Marty Rheume

04/25/2025

m.rheume@croswell-library.com

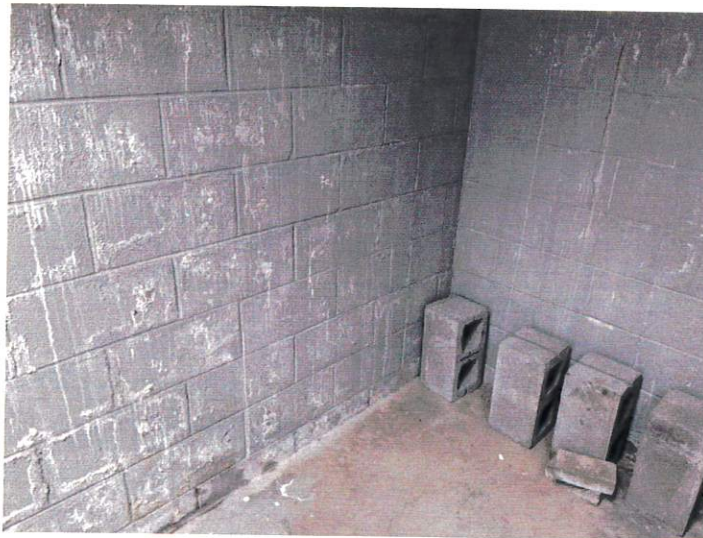
W (810) 679-3627 C (810) 662-4904

CROSWELL LIBRARY BASEMENT WATER DAMAGE

North Side where Original Library Meets 1960 Addition

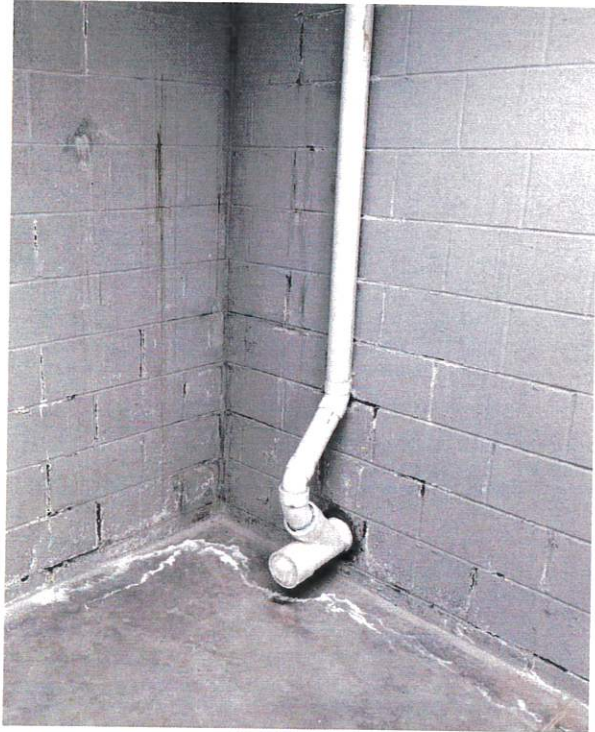


North East Corner of New Basement

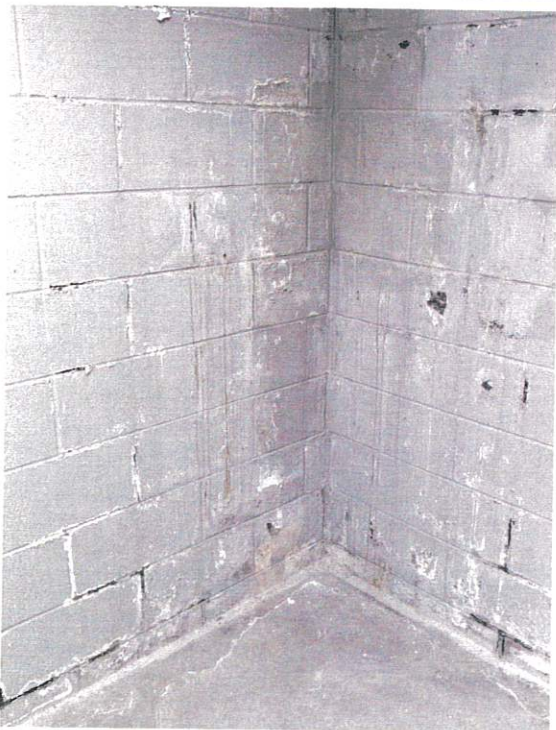


CROSWELL LIBRARY BASEMENT WATER DAMAGE

South East Corner of New Basement

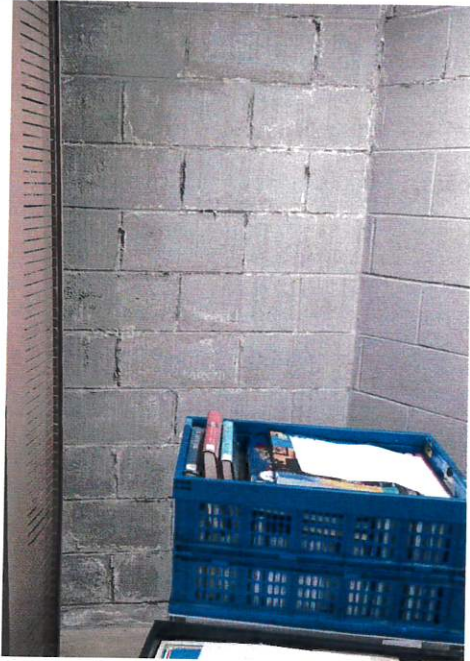


South West Corner of New Basement



CROSWELL LIBRARY BASEMENT WATER DAMAGE

South Side of Basement (west to east)



NOTES

Problem areas tend to correspond with downspouts. South side seems to be fine when gutters are clean and downspouts are draining.

CROSWELL LIBRARY UPSTAIRS MOISTURE PROBLEM

Roof Damage



NOTES

We have a quote from this project from Williams Historic Restoration who has done previous roof repair for us.

CROSWELL LIBRARY LIGHTING PROJECTS

Lobby and Entranceway



NOTES

Lobby globe was agreed to be cluster of 4 globes
Outdoor light has been burnt out for 2 years.

CAPITAL OUTLAY SPENDING REPORT

Aitkin Memorial District Library Capital Outlay Report: 10 Year July 2016 through June 2025

Date	Name	Memo	Amount
780 - Capital Outlay			
08/07/2017	YS Branding Solutions	1/2 payment for ...	1,077.50
08/24/2017	YS Branding Solutions	Final Payment fo...	1,077.50
06/08/2018	Williams Historic Restor...		9,237.50
08/24/2018	Williams Historic Restor...	Building Renov...	9,237.50
07/24/2020	Williams Historic Restor...	Donovan Room ...	1,600.00
02/01/2021	The Library Store	YA shelving	1,240.01
08/17/2021	Dick's Signs		3,200.00
08/17/2021		Deposit for sign	3,050.00
05/09/2023	Library Design Associat...		6,725.00
06/05/2023	Library Design Associat...		47,422.00
06/30/2023			47,421.00
07/14/2023	World of Bronze		5,460.00
08/23/2024	5 Star Heating, Cooling ...	City will reimburs...	25,414.80
11/05/2024	Amazon.com	lighting	1,799.55
12/20/2024	5 Star Heating, Cooling ...	City will reimburs...	16,943.20
01/22/2025		HVAC Reimburse	-21,175.00
04/01/2025	Williams Historic Restor...	Donovan Room ...	1,600.00
Total 780 - Capital Outlay			161,330.56
TOTAL			161,330.56

\$20,074

+.50

\$22,078

TOTAL \$42,152

NOTES

Essential building improvement costs funded by library.

CROSWELL LIBRARY



Vishey Consulting & Inspection
8463 Lakeshore Rd.
Lexington MI 48450
810-327-0994
gregvishey@comcast.net www.a1-homeinspection.com

Inspection reference: 1897MR



Confidential Inspection Report

111 N. Howard Ave
Croswell MI 48422
June 30, 2025



Prepared for:
Martin Rheume
Croswell Library
111 N. Howard Ave.
Croswell MI 48422

This report is the exclusive property of the inspection company and the client whose name appears herewith and its use by any unauthorized persons is prohibited.

Inspection Contents

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Foundation Inspection - Field Data & Site Findings

Inspection Monday, 6/30/2025
Report Tuesday, 7/1/2025

Inspection Site
111 N. Howard Ave
Croswell MI 48422

1. PURPOSE & STANDARDS - This report summarizes significant findings, test results and visual observations at the time of the inspection. All enclosures combine to create a complete report; please read your entire report. This visual work scope fulfills a subset of the American Society of Home Inspection (ASHI) Standards of Practice for locating foundation and moisture damage and root causes. The book "Forensic Engineering - Damage Assessments for Residential and Commercial Structures" (Petty, 2013) establishes standards for damage assessment and interpretation.

The *Michigan Residential/Commercial Codes* are based on the *International Residential and Building Codes* and these documents establish minimum requirements for construction, based on historical best practices and scientific testing. These specify materials, designs and performance criteria needed to ensure a safe and durable building design.

These standards and guides define the actions, limitations, exclusions and terms of this inspection, sampling and evaluation.

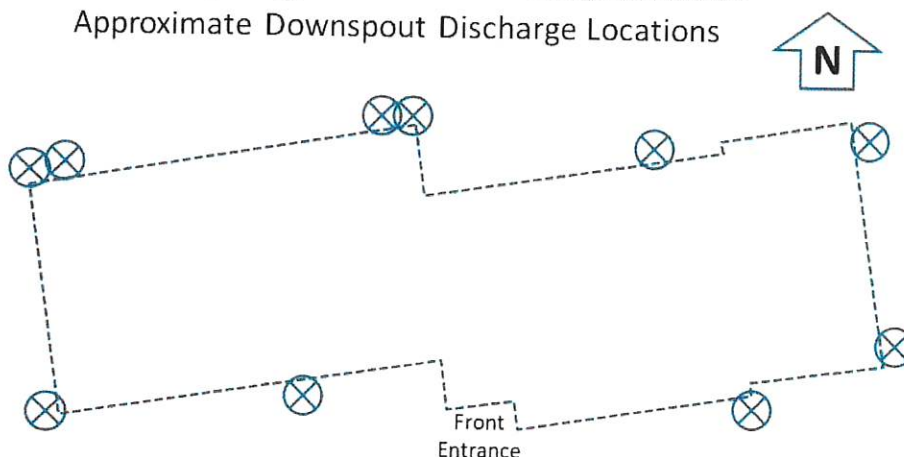
2. BACKGROUND - This investigation was conducted in response to concerns for possible foundation exposure to excessive moisture.

3. METHODOLOGY - Structural components of a building may exhibit surface conditions, cracks, fractures, displacement or other characteristics in response to environmental factors, impact, heat and frost. Interpretation of conditions and the determination of root cause is at times, subjective and at other times, established by the laws of physics. As an engineer and inspector, I have over 39 years of experience in failure examination, testing, root cause identification and corrective action determination. I retain FHA and HUD credentials and I investigate and disposition foundations for their loans and properties frequently.

4. FINDINGS -

4.1 The building perimeter was inspected and downspouts were found to be damaged, improperly fitted and leaking directly onto the building's foundation in many places. The approximate downspout locations are depicted in the Fig. 1 Illustration.

Fig. 1 Approximate Exterior Downspout Locations
Approximate Downspout Discharge Locations



4.2 My inspection revealed that there were stair-step cracks on the inside surfaces of the basement foundation walls at the S-W and N-W building corners. Water stains, rust stains and water puddles were present near these locations.

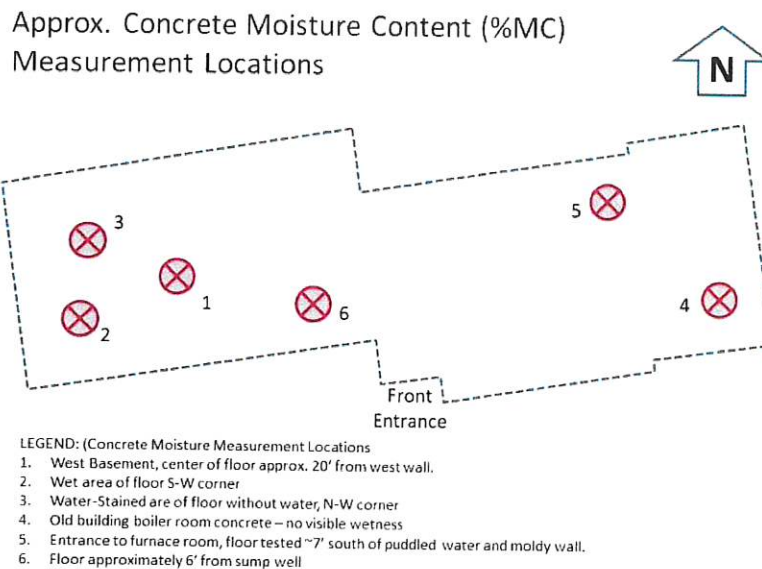
Fig. 2 Crack Locations - West Wall



4.3 No significant movement of the floor, foundation or wall surfaces was apparent throughout my inspection of the building's multiple zones. The observed cracks and stains are regarded to be significant in that they reliably reflect the cause and effect relationships of exterior water burden and the effects it is having on the building (water entry, mold, corrosion and settlement).

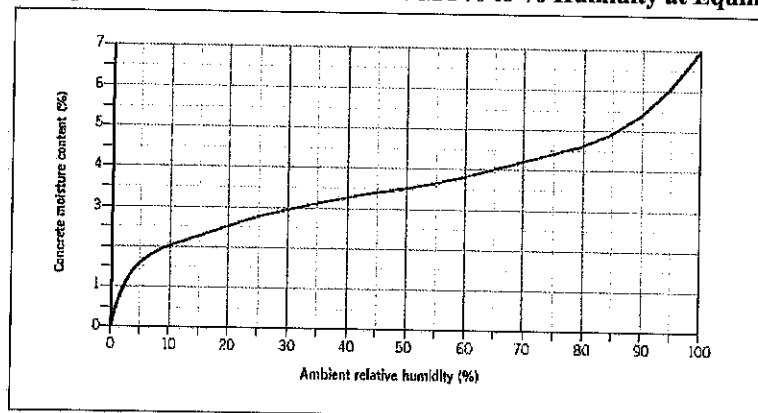
4.4 I measured concrete moisture % content in each basement floor according to Fig. 3. A total of 3 concrete moisture measurements were taken per area to ensure an average reading was being reported per test area. These measurements were used to map the moisture concentrations. The basement concrete measured a low of 2.8% Moisture Content [MC] and a high of 6.0% MC (the detailed measurements are logged in the following report pages). Normal basement concrete will have a moisture content between 1.5% and 2.8% (with lower moisture being preferred). The concrete in this basement is concluded to be "damp to wet". This dampness is humidifying the basement air and creating a burden to the heating in winter (by reducing insulation effectiveness and in summer by decreasing comfort with high humidity).

Fig. 3 Basement Concrete Measured Moisture Content (MC)% by Floor Location



4.5 The elevated moisture in the basement floor drives humidity in the entire building. The relationship of the basement floor concrete %MC is related to the interior humidity by way of the "Sorption Curve (Fig. 4). This curve explains how poor water management will elevate the interior humidity and this will compromise wall and ceiling insulation effectiveness and this will raise gas and electric consumption for heating and cooling by approximately 10%-15% in this case. Correcting the exterior water management therefore, will lower operating expenses, increase comfort, decrease maintenance and make the roof last longer. It will also reduce the chances for mold in the entire building

Fig. 4 Sorption Curve - Relates Concrete MC% to % Humidity at Equilibrium



4.6 The root cause of the basement moisture is concluded to be poor exterior water management of water from the roof to the earth. The gutters, downspouts and extensions are your first line of defense against foundation moisture damages. The current components of this system include clogged gutters, damaged downspouts and incorrectly installed and routed extensions. To make things worse, the sump pump in the west end of the library basement was found to have live power at the receptacle but a failed pump in the sump well. Considering that this is your *second* line of defense to prevent water entry to the basement, the basement concrete is at the mercy of nature.

4.7 This area's historical rainfall will reliably be 17-25 gallons of water per square foot (of roof) delivered by the downspouts to the "construction bowl" that the library was built in. This "construction bowl" consists of the glacial, hard-packed clay that resulted from the last glacier (that melted here) 10,000 years ago. In the clay "bowl" that this building sits in, the opening typically extends 6' around the foundation walls and was back-filled with loose "till" once the basement vertical walls were erected.

Fig. 5 Precipitation Water Load

Year	Inches of Rain	Precip: gallons /sq ft /yr	Gallons/yr on roof per 1000 sq ft
2012	27.1	17	16,892
2013	39.9	25	24,871
2014	37.6	23	23,437
2015	30.3	19	18,887
2016	34.7	22	21,630
2017	35.5	22	22,128

Considering that the area of this library's roof is approximately 6500 sq ft, the precipitation burden to the foundation (annually) is calculated to be as high as 130,000 gallons of water per year from the roof to the ground. Any failure of the downspouts to remove that water from the foundation will have an obvious basement wetness effect (as is being experienced).

4.8 For buildings such as this, foundation repair companies will usually recommend trenching the exterior of the foundation, water proofing the exterior, installing drains inside the foundation and installing beams, straps or other reinforcements. All of these options address the symptoms of the problems and none of these will focus on the root causes.

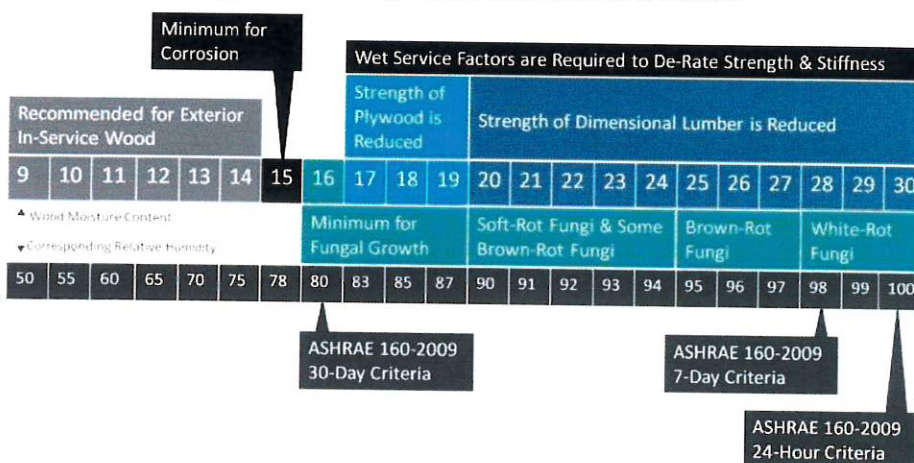
4.9 It is my professional experience that if you properly remove the water burden from around the building, the clay in the soil will shrink and the cracks in the wall will close as the walls return to straight. Experience proves that this process takes from 4 days to 4 months depending on the water table and the effectiveness of the repairs at ground level.

4.10 Once the water from the roof to the earth is properly controlled, the clay will shrink and the cracks in the basement walls will often close. The maintenance of this water management system only requires periodic clearing of leaves and grass from the discharge points (2) in the front lawn. Once the cracks close, you can use a painter's caulk to fill the mortar surface before re-painting the block wall. Periodic inspection and clearing of the drainage path will ensure that the basement corrections are permanent. As with ALL foundations, ignoring exterior water sources will eventually lead to foundation damages.

4.11 During the investigation, there appeared to also be a drainage obstruction related to the "slop sink" drain in the north area of the middle basement (where the floor was wet and mold was found. This wetness had already penetrated the nearby carpeted flooring and the adjacent furnace room). Further examination of this water damage is needed from two perspectives. First, the pipes and root cause need exploring and Second, the resulting mold needs to be treated and removed. Considering the close proximity of this water damage and mold to children (and the extent of the water damages), both of these tasks need to be prioritized.

4.12 Note that elevated moisture levels have short and long term consequences. The following illustration shows how moisture, mold, humidity and corrosion relate. As an engineer, I find this diagram to be a priceless concentration of very useful knowledge. For any given humidity or moisture level, this diagram identifies the consequences/risks. This chart helps relate some of the observed oxidation on the galvanized heating ducts to the (likely) historical basement humidity conditions. For example, the 15% wood moisture level is associated with the lower threshold of steel corrosion (and this aligns with 78% Relative Humidity) and this relates to the Sorption Curve to 4.5% Concrete Moisture and all of this is correlating.

Fig 6. Relationships of Moisture Levels & Effects.



4.13 In summary: Periodically clean the gutters, fix the damaged and loose downspouts, re-route and extend the downspouts (Scott Young suggested to a nearby storm sewer - an excellent idea). Fix any drain defects, Re-grade the north side of the building to ensure the soil there has positive grading (away from the building). Dehumidify the basement areas (I recommend an AprilAire E70 for each zone. Fix the failed sump pump. Add a back-up pump to the primary sump. Get the wet areas dried and have the mold remediated. If you want post-remediation clearance testing or other mold testing services, call me. (For remediation, MC Shine does have a skilled and capable team).

5. **CLOSING** - Thank you for trusting me to review this home. If you have any questions regarding the health of this building, please contact me at your earliest convenience. I welcome your comments and appreciate suggestions and I will gladly answer all questions that arise.

Please consider my services for new designs, commercial or home improvements or construction, contractor selection, Real Estate consulting and expert services in litigation. I appreciate your referrals to friends, family & associates.

Respectfully,

Gregory J. Vishey

Gregory J. Vishey, BSME, MSA, SSBB, ACI, NIT, IEC, CMI, CMR
Member ASHI, AIHA
Owner, Vishey Consulting & Inspection Services,
Land(810)327-0994, Cell 586-665-0659 www.A1-HomeInspection.com ®

Inspection Report Summary

111 N. Howard Ave, Croswell – Aitkin Memorial District Library
Prepared by Vishey Consulting & Inspection – June 30, 2025 (Ref. 1897MR)

Inspection conducted in response to concerns about **basement moisture and structural impacts**.

Key Findings

- **Gutters & Downspouts:** Damaged, leaking, clogged, and misrouted in multiple locations; water discharged directly against foundation.
- **Foundation & Basement:**
 - Stair-step cracks at SW and NW corners.
 - Water stains, rust, and puddling observed.
 - Elevated basement concrete moisture levels ranging from **2.8% to 6.0% MC** (normal 1.5–2.8%).
- **Humidity & Energy Impact:** High basement moisture drives interior humidity, reducing insulation effectiveness and raising heating/cooling costs by **10–15%**.
- **Mold:** Active mold growth observed in furnace room and janitorial closet near slop sink; requires remediation.
- **Sump Pump:** Failed sump pump identified (has since been replaced). A back-up sump is also recommended.
- **Drainage & Site:** Poor exterior grading and clay soil conditions exacerbate water retention around the building. Inspection estimated **up to 130,000 gallons/year** of roof runoff burdening the foundation if unmanaged.

Recommended Corrective Actions

1. **Replace gutter & downspout system** — reposition downspouts to drain water away from building (root cause fix).
2. **Maintain gutters** (periodic cleaning) to ensure long-term effectiveness.
3. **Re-grade soil on north side** to slope water away from foundation.
4. **Replace/maintain sump pump system** and consider a back-up pump (completed in part already).
5. **Address mold** in basement areas with professional remediation.
6. **Dehumidify** basement zones to prevent recurrence.

Conclusion

The **root cause** of the library's basement moisture is poor roof water management. Without correction, risks include structural damage, mold spread, and higher operating costs. Properly installed gutters and downspouts are the most cost-effective solution to restore long-term building health and safety.

Request for Funding: Building Maintenance Basement Moisture at Croswell Library

To: City of Croswell – City Secretary

From: Marty Rheame, Director, Aitkin Memorial District (Croswell) Library

Re: Request for Cost-Share Approval — Library Gutter Replacement Project

Date: August 26, 2025

The Library Board has voted to accept Williams Historic Restoration's estimate (#2484, Aug 11, 2025) for a complete new seamless gutter system with gutter guards, at a total project cost of \$11,760. The Library will fund 50% of this cost and respectfully requests the City fund the remaining 50%.

Scope of work: See attached quote from WHR

Why the work is urgent: See the June 30, 2025 professional inspection by Vishey Consulting Summary on next page. The full report available upon request.

Progress already made

- Gutters cleaned following the inspection.
- Sump pump replaced, restoring the second line of defense against basement flooding.

Public interest & shared responsibility

The library is a public asset, owned by the City of Croswell. Protecting it requires sound exterior water management. Installing a new gutter system with properly placed downspouts addresses the **root cause** of foundation moisture and mold risk — a solution less costly than trenching or structural repairs later.

Attachments

1. Williams Historic Restoration, Estimate #2484 (dated Aug 11, 2025)
2. Photos of Water in Building
3. Lease for Library Building

Contact

Marty Rheame, Director — Aitkin Memorial District Library

111 N. Howard Ave, Croswell, MI 48422 | (810) 679-3627 | m.rheame@croswell-library.com

GENERAL INSPECTION INFORMATION

Client & Site Information:

1.1 Inspection Date:

6/30/2025 10:00 AM. I arrived at approximately 9:15 AM and began my inspection of the buildings and grounds prior to the 10 AM appointment.

1.2 Client:

Martin Rheume
Croswell Library
111 N. Howard Ave.
Croswell MI 48422
810-662-4904
810-679-3627

M.rheume@croswell-library.com.

1.3 Inspection Site:

111 N. Howard Ave
Croswell MI 48422.

1.4 People Present:

Martin Rheume (MR), Scott Young (SY), Greg Vishey.(GV). During the course of this inspection, MR and SY attended and periodically left to attend to other matters,

Building Characteristics:

1.5 Estimated Age:

(various generations of construction are present in this library building)
Approximately 3 separate buildings are homologated into this library structure.

1.6 Stories:

1

1.7 Space Below Grade:

Basement.

1.8 Water Source:

City/Public.

1.9 Sewage Disposal:

Public (Sanitary Sewer)

1.10 UTILITIES STATUS:

All utilities were on at the time of the inspection.

1.11 INSPECTION CONSTRAINTS /

LIMITATIONS:

Inaccessible areas blocked by storage are not inspectable.

1.12 Main Entry Faces:

South.

THE PURPOSE, STANDARDS & SCOPE OF THIS INSPECTION

This report summarizes significant visual findings at the time of the inspection. This inspection fulfills the American Society of Home Inspection (ASHI) Standards of Practice; these define the purpose, limitations, and exclusions of the inspection. All report enclosures combine to create a complete report, so please read the entire report.

Expected Constraints - The short duration of any inspection and the use of sampling will reasonably cause some defects to be missed. Past repairs or attempts to conceal defects may also prevent detection. Weather accentuates certain conditions while obscuring others. The customer is responsible for these risks and additional services can be purchased to reduce these risks.

You have contracted a general ASHI Inspection. This differs from a specialist inspection would reasonably cost many thousands of dollars and take many days to disassemble, inspect and test a homes many features. This ASHI inspection is **visual only** and due to its limited scope, offers substantial cost and time savings. This general inspection attempts to identify only the major defects or conditions that could result in injury or reasonably affect the evaluation of a property or a decision to buy/sell. The following systems are not part of an ASHI Inspection: Fire sprinklers, alarm, cable and phone wiring and connections, boat hoist, fire suppression, intercom, counter-top appliances, pools, entertainment systems, power awnings, secondary structures, septic system & drain field, underground drains, lawn sprinkler, buried pipe, sewer, sea wall and well. Any mention of these in this report is observational only. You should secure other skilled trades to inspect those features at the level you need. Qualified inspectors will reasonably ignore certain defects where these do not suggest larger problems with a homes major systems. Minor cracks, loose features, broken tiles or a stuck window for example, are part of routine maintenance and would not normally be looked for or detailed in an inspection report. Consult the ASHI Standards for such matters of scope.

Amendments/Disputes - If any report content seems concerning or unclear - or if there is a dispute regarding the inspection or report, please contact your inspector immediately for clarification. If you feel this inspection or report is unsatisfactory, you may request (in writing) an amendment or a refund in accordance with our contract.

Use of Escrow: Nearly all transaction terms are negotiable. An escrow reserve can be used by you to manage the risk of defects that are found in an inspection. Your risks are *best* reduced by fully understanding inspection findings before the sale and any escrow funds are closed. All recommended repairs, other inspections and contractor quoting

should be conducted before the close of sale and release of escrow funds because this could affect your understanding of the property. It is reasonable to expect that any recommended skilled trades, including those recommended in this report, may identify other concealed or other defects that could affect your evaluation of the property or your decision to buy/sell.

Repair estimates: Estimates are provided only as a general aid to understand the findings. All report estimates are superficial and typical for "like" repairs to restore basic function (not to achieve a style or a preference). The customer is responsible for securing accurate estimates from competing, qualified contractors. Your inspector cannot be held responsible if any estimate proves to be high, low or inaccurate. Your Inspector is not responsible for any conditions, repairs, city inspections or permit needs.

IMPORTANT RISK & INSPECTION NOTES

PERMITS - Work done on any home without required permits (and associated inspections) can place your safety and the homes insurability at risk. Insurance companies typically disallow claims where non-permitted work or poor contractor workmanship contributes to (or can be blamed for) the damage. For your protection, I recommend that the **seller/owner** obtain all required permits and city inspections that apply to your candidate home; prior to closing. This is the home owners requirement under Michigan law. Examples may include: roofing, basement finishing, electrical, remodeling, plumbing and other repairs). It is important to understand this risk before closing: Review the homes permit history and consult with your insurance agent if you have coverage or insurance questions. Non-permitted work in the home will typically become your burden to obtain those permits and fund repairs or to absorb losses that can occur).

DIY/HOME OWNER REPAIRS - To learn home repairs & maintenance, use the Black & Decker books Everyday Home Repairs ISBN 0-86573-701-0 (~\$15) or The Complete Photo Guide to Home Repair ISBN 0-86573-753-3 (~\$25)(both at Amazon.com).

YOUR CONTRACTORS ROLE - When an inspector identifies a failure or defect in a home or patterns of defects/failures, he/she stops inspecting those attributes. The inspectors role is not to itemize or estimate each defect, but to make the buyer aware of the patterns and the types of contractors who are needed to identify the magnitude of the defects and their specific cost of repair. For this reason, you should be talking to contractors immediately upon receipt of your inspection report (there is no other way to fully understand the cost impacts that are associated with the home repairs). Note that contractors will frequently identify additional, needed repairs in related areas...this is their role in the inspection and repair process.

CODE CHANGES & DESIGN CHANGES - Note that building designs and building requirements have changed dramatically over the last 200 years and requirements for homes are ever-changing. Your inspector might be able to explain how select construction changes have occurred over the past years, but it is not a part of an inspection to track or explain how each system of the home has evolved (or not) and why. It is also not a component of an inspection to assess conditions relative to past or current codes because they do change often. Your inspection is not a code inspection or audit of historical changes. Your inspector *does* look for apparent defects such as broken joists or leaks. Consult with an architect or Professional Engineer (PE) if there is a desire to audit, measure or upgrade a home to current design standards. An inspector generally reviews the home in the context of how it was built at the time of construction and its current serviceability. If you are buying an older home, do not be surprised that it does not have features consistent with current standards, codes or insurance requirements.

WOOD DAMAGING INSECTS - I examine homes and buildings for apparent, common wood damaging insect activity. These typically include Carpenter bees, Powder Post Beetles, Termites and Carpenter ants. Any significant findings will be included in this report.

IR INSPECTION FINDINGS - A FLIR Infrared camera is often used to evaluate the walls and ceiling surfaces (this is above the ASHI Standards for inspection). An IR camera reveals temperature differences. It is not a moisture-detecting device but thermal changes are often caused by moisture or air penetration, water leaks, animal activity, poor workmanship or incorrect insulation placement. Thermal defects work in two directions; to heat a home in summer and to make it cold in winter. Affected areas can also collect condensation in winter and grow mold. These findings will be included in this report where they are relevant.

REPORT LIMITATIONS (See your Inspection Contract)

This report is intended only as a general guide to help the client make his own evaluation of the overall condition of the home, and is not intended to reflect the value of the premises, nor make any representation as to the advisability of

purchase. The report expresses the personal opinions of the inspector, based upon his visual impressions of the outward conditions that existed at the time of the inspection only. The inspection and report are not intended to be technically exhaustive, or to imply that every component was inspected, or that every possible defect was discovered. No disassembly of equipment, opening of walls, moving of furniture, appliances or stored items, or excavation was performed. All components and conditions which by the nature of their location are concealed, camouflaged or difficult to inspect are excluded from the report. The inspection is performed in compliance with generally accepted ASHI Standard of Practice, a copy of which is available upon request and from www.ASHI.com.

Systems and conditions which are not within the scope of the inspection include, but are not limited to: formaldehyde, lead paint, asbestos, toxic or flammable materials, and other environmental hazards; hidden pest infestation, playground equipment, efficiency measurement of insulation or heating and cooling equipment, internal or underground drainage or plumbing, any systems which are shut down or otherwise secured; water wells (water quality and quantity) zoning ordinances; intercoms; security systems; heat sensors; cosmetic conditions or building code conformity. Any general comments about these systems and conditions are informational only and do not represent an inspection.

The inspection report should not be construed as a compliance inspection of any governmental or non- governmental codes or regulations. The report is not intended to be a warranty or guarantee of the present or future adequacy or performance of the structure, its systems, or their component parts. This report does not constitute any express or implied warranty of merchantability or fitness for use regarding the condition of the property and it should not be relied upon as such. Any opinions expressed regarding adequacy, capacity, or expected life of components are general estimates based on information about similar components and occasional wide variations are to be expected between such estimates and actual experience.

We certify that our inspectors have no interest, present or contemplated, in this property or its improvement and no involvement with trades people or benefits derived from any sales or improvements. To the best of our knowledge and belief, all statements and information in this report are true and correct.

Should any disagreement or dispute arise as a result of this inspection or report, it shall be resolved in accordance with our signed contract. The Client agrees not to disturb or repair anything which may constitute evidence relating to a complaint, except in the case of an emergency.

SITE

This inspection is not intended to address or include any geological conditions or site stability information. We do not comment on coatings or cosmetic deficiencies and the wear and tear associated with the passage of time, which would be apparent to the average person. However, cracks in hard surfaces can imply the presence of expansive soils that can result in continuous movement, but this can only be confirmed by a geological evaluation of the soil. Any reference to grade is limited to only areas around the exterior of the exposed areas of foundation or exterior walls. We cannot determine drainage performance of the site or the condition of any underground piping, including subterranean drainage systems and municipal water and sewer service piping or septic systems. Decks and porches are often built close to the ground, where no viewing or access is possible. Any areas too low to enter or not accessible (or unsafe) are excluded from the inspection. Within the scope of a Standard inspection, we do not evaluate any detached structures such as storage sheds, pole barns and stables, nor mechanical or remotely controlled components such as driveway gates and boat lifts. We do not evaluate or move landscape components such as lawn sprinklers, trees, shrubs, fountains, ponds, statuary, pottery, fire pits, patio fans, heat lamps, and decorative or low-voltage lighting. Any such mention of these items is informational only and not to be construed as inspected.

Site:

2.1 Site Drainage:

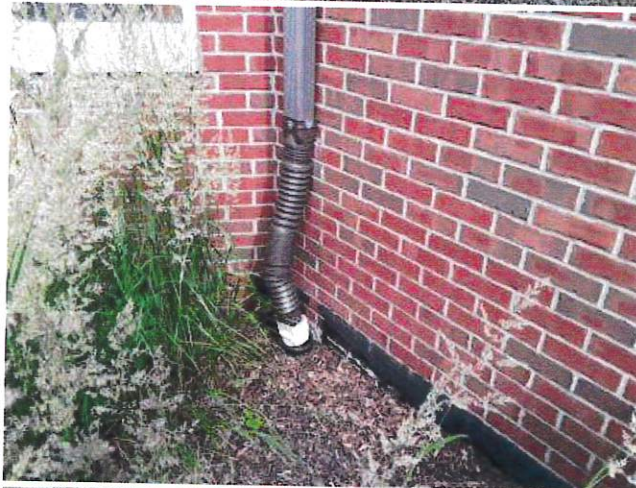
Poor Water Management around the house will threaten the dryness of the home and the foundation stability. I advise the use of the buried downspout extension method that is recommended by Gilbert's Hardware Store in St Clair Shores. Please watch and implement the design shown in their YouTube video at <https://www.youtube.com/watch?v=LJBPEtVKt8s> or at Gilbert's Hardware website www.mrhardware.com and search on "Underground Downspouts"). Most systems with this design will cost approximately \$90 in material per downspout and most landscape companies will quote trenching at ~\$17 per linear foot.

Keep in mind that as an alternative to trenching and buried drains, it might be smarter and more cost effective to have a roofer change the pitch of the gutters and locations of the downspouts. In most cases, move the rear drainage away from the center of the house and toward the sides. Move the side discharge toward the front. Move the front discharge toward the street. **Ideally, move all of the roof's water toward the street.**

I can affirm that this system works with low maintenance needs. The details of this system are important to its longevity and low maintenance. This simple design corrects the root cause of basement moisture in most homes. General poor drainage - soil does not grade 6" per 10 feet minimum from foundation to a drainage feature. Note that all grading around a home that is done with topsoil will likely be ineffective. For grading to properly control water, the topsoil needs to be removed, the grading corrected with chopped clay and the topsoil then is returned for grass and other vegetation. In the evaluation of drainage issues, the first priority is the proper removal of the water from the site with an effective downspout drainage system. At best, grading is only capable of handling what an effective drainage system misses. Clay warning - Clay is a dominant soil component in this area and will resist the movement of water to lower soil layers where the water would normally enter deeper aquifers. Clay layers will typically block this path and direct the ground water horizontally (typically to your foundation, crawl space or basement). The clays in this part of Michigan are known to be "expansive" and will swell with moisture exposure and push on foundations in ways that cause damage. The success of the water management system around this home can be critical to the stability of the home's foundation. Always prioritize the removal of water from the foundation area.









2.2 Trees Condition:

Action Necessary - At least one tree on the site needs to be removed or have portions removed. Trees overhanging the structure need to be trimmed so that limbs, leaves, and rain will not drop off the tree onto the roof covering and clog the gutters, damage the roof, or promote moss growth. Trees that rub against the roof can cause severe damage and can drastically reduce the life of the roofing material.



FOUNDATION

All structures are dependent on the soil beneath them for support, but soils are not uniform. Some that appear to be firm and solid can become unstable during seismic activity or may expand with the influx of water, moving structures with relative ease and fracturing slabs and other hard surfaces. In accordance with our standards of practice, we identify foundation types and look for any evidence of structural deficiencies. However, minor cracks or deteriorated surfaces are common in many foundations and most do not represent a structural problem. If major cracks are present along with bowing, we routinely recommend further evaluation be made by a qualified structural engineer. All exterior grades should allow for surface and roof water to flow away from the foundation. All concrete floor slabs experience some degree of cracking due to shrinkage in the curing process. In most instances floor coverings prevent recognition of cracks or settlement in all but the most severe cases. Where carpeting and other floor coverings are installed, the materials and condition of the flooring underneath cannot be determined. Areas hidden from view by finished walls or stored items cannot be judged and are not a part of this inspection. We will certainly alert you to any suspicious cracks if they are clearly visible. However, we are not specialists, and in the absence of any major defects, we may not recommend that you consult with a foundation contractor, a structural engineer, or a geologist, but this should not deter you from seeking the opinion of any such expert. We also routinely recommend that inquiry be made with the seller about knowledge of any prior foundation or structural repairs.

Interior View of Basement:

3.1 Columns and Posts:

There are metal columns or posts installed as supports under the main beam or girder.



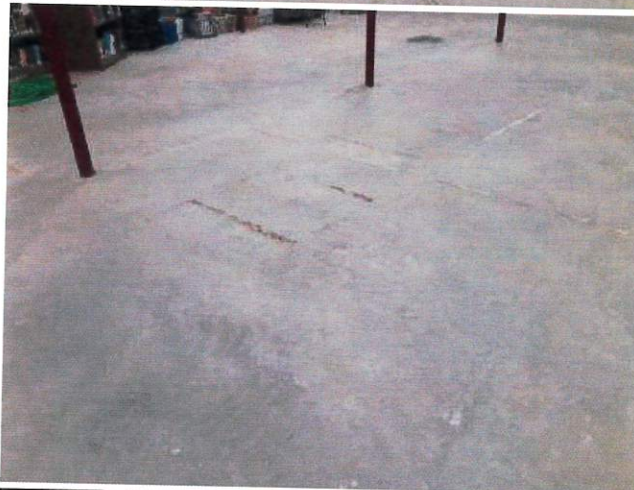
3.2 Columns Condition:

There is at least one post supporting an overhead beam in the basement. It appears to be adequately installed. The main support columns or beams appear to be adequately fastened at the top and the bottom.

3.3 Main Beam:

The main beam is made of steel. The main beam installed appears to be in functional condition.

3.4 Evidence of Water Entry in the Basement Noted: **Action Necessary** - There is evidence of water entry or damage in the basement level.



ROOF & ATTIC

Although Standards do not require roof-top inspections, we generally attempt to evaluate various roof types by walking on their surfaces. If we are unable to do this for any safety reason, we will indicate the method used to evaluate them. Every roof will wear differently relative to its age, number of layers, quality of material, method of application, exposure to weather conditions, and the regularity of its maintenance. We can only offer an opinion of the general quality and condition of the roofing material.

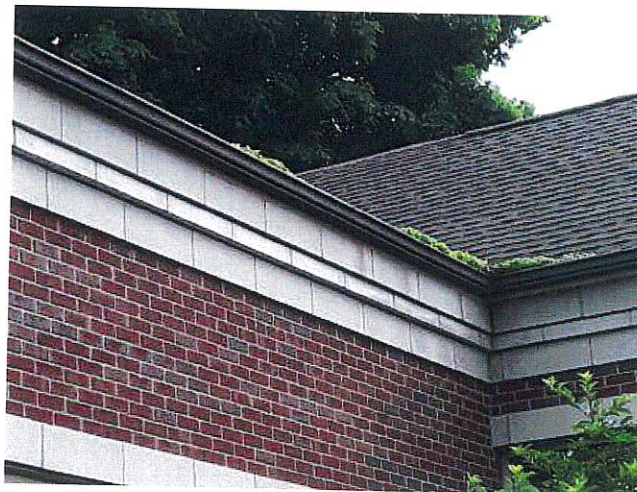
The inspector cannot and does not offer an opinion or warranty as to whether the roof leaks or may be subject to future leakage; all roofs will eventually leak. The waterproof membrane beneath roofing materials is generally concealed and cannot be examined without removing the roof material. Although roof condition can be evaluated, it is virtually impossible for anyone to detect a leak except as it is occurring or by specific water tests, which are beyond the scope of our service. Even water stains on ceilings or on framing within attics will not necessarily confirm an active leak without some corroborative evidence, and such evidence can be deliberately concealed. We evaluate every roof conscientiously, and even attempt to approximate its age, but we cannot accurately predict its remaining life expectancy. Naturally, the sellers or the occupants of a residence will generally have the most intimate knowledge of the roof and of its history. Therefore, we recommend that you ask the sellers about it, and that you either include comprehensive roof coverage in your home insurance policy, or that you obtain a roof certification from an established local roofing company. We do not inspect attached accessories including but not limited to solar systems, antennae, and lightning arrestors.

Roofing Surface/Construction:

4.1 Roof Gutter System:

Gutters are partially clogged and need cleaning.





PLUMBING SYSTEM

Plumbing:

5.1 Waste Piping Condition:

At the time of the inspection a representative of the departments of public works was present and investigated the possibility of four drainage from the corner of building four the suspicion is that drain pipe may be malfunctioning in this area the consequence of this possibility was visible water damage and mold in the zone the mold and water damaged her addressed elsewhere in this report.

5.2 Sump Pump:

Action Necessary - When tested, the sump pump did not activate or pump as intended. Replacement may be needed. I recommend replacement pumps made by Zoeller but pumps by Flotec or Rigid are also effective. The design life of a sump pump is typically 3-5 years and pumps are recommended by the manufacturer to be tested MONTHLY. Be aware that flooding due to pump failure is typically uninsurable unless you purchase an additional rider on your home owners policy. I recommend this rider as well as riders for sewer back-up and overhead pipe failure. Keep a spare sump pump all plumbed and ready to install on the floor next to the current pump and be ready to change these at a moment's notice. There is no task more upsetting than kneeling in 4" of basement flooding as you try to change a pump then. Budget \$275 for a replacement sump pump installed by a contractor. During the sump pump testing, power was found to be present at the outlet for the pump but the pump did not respond to a float actuation. Since the design life of a sump system is generally 3-5 years, this would be an appropriate time to replace the system. I recommend Zoeller pumps. Budget around \$275 for a new sump pump to be installed.



OTHER LIVING SPACES

Our inspection of living spaces includes the visually accessible areas of walls, floors, cabinets and closets, and the testing of a representative number of windows and doors, switches and outlets. We do not evaluate window treatments, move furnishings or possessions, lift carpets or rugs, empty closets or cabinets, nor comment on cosmetic deficiencies. We may not comment on cracks that appear around windows and doors, along lines of framing members or along seams of drywall and plasterboard. These are typically caused by minor movement, such as wood shrinkage, common settling, and seismic activity, and will often reappear if they are not correctly repaired. Such cracks can become the subject of disputes, and are therefore best evaluated by a specialist. Floor covering damage or stains may be hidden by furniture, and the condition of floors underlying floor coverings is not inspected. Determining the condition of insulated glass windows is not always possible due to temperature, weather and lighting conditions. Check with owners for further information. All fireplaces should be cleaned and inspected on a regular basis by a certified chimney sweep to make sure that no cracks have developed. Large fires in the firebox can overheat the firebox and flue liners, sometimes resulting in internal damage. Testing, identifying, or identifying the source of environmental pollutants or odors (including but not limited to lead, mold, allergens, odors from household pets and cigarette smoke) is beyond the normal scope of a standard inspection service. These risks in a home can become contentious or difficult to eradicate. We recommend you carefully determine and schedule whatever remedial services or additional testing that may be deemed advisable or necessary before the close of escrow. Your inspector is capable of advising you or testing many interior conditions and these would be supplemental to the standard inspection scope.

Front Entry & Main Hallway:

6.1 The Bldg (Main Entrance) South.

Faces:

Building 2:

6.2 Approximate Dimesions: 40 feet north x 75 feet east.



Environmental

CONCRETE MOISTURE

8.1 ENVIRONMENTAL FINDINGS Measured Location, Basement, Note: The "Sorption curve" relates the balance of humidity to concrete moisture level.

10%RH = 2%MC,
20%RH = 2.5%MC,
30%RH = 3%MC,
40%RH = 3.3%MC,
50%RH = 3.5%MC,
60%RH = 3.8%MC,
70%RH = 4.2%MC,
80%RH = 4.6%MC,
90%RH = 5.5%MC,
100%RH = 7%MC.

3.5%MC Concrete, 5%MC Concrete, Bldg 2.

Measured Location, Basement, Note: The "Sorption curve" relates the balance of humidity to concrete moisture level.

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30%RH = 3%MC,
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60%RH = 3.8%MC,
70%RH = 4.2%MC,
80%RH = 4.6%MC,
90%RH = 5.5%MC,
100%RH = 7%MC.

5%MC Concrete, Bldg east end.

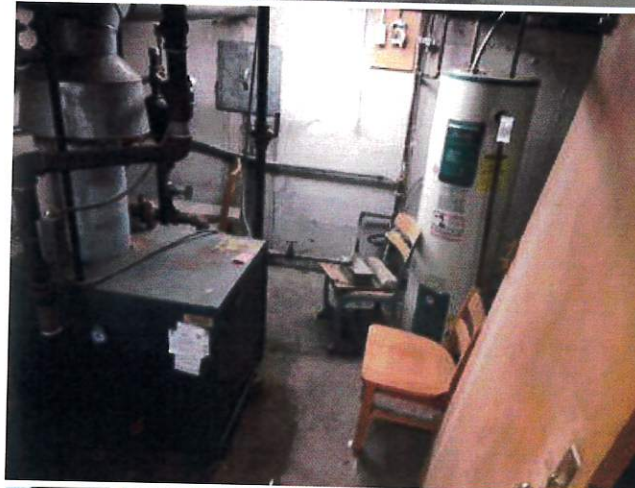
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70%RH = 4.2%MC,
80%RH = 4.6%MC,
90%RH = 5.5%MC,
100%RH = 7%MC.

5.5%MC Concrete, 6%MC Concrete, Rear behind entrance - bldg 4?

Light mold was visible on the wall surface above the standing water (puddle) next to the furnace.

Moderate to heavy mold was found on surfaces and storage inside of the janitorial closet (with the slop sink). This room was almost directly north of the furnace room (depicted above). A stored item in a long rectangular cardboard box was resting on the floor is water and was visibly growing mold. The lowest foot of the door to the closet was growing heavy mold.

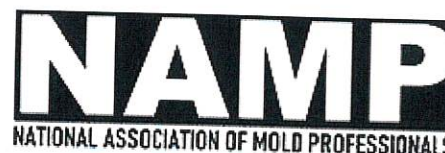




STANDARDS OF PRACTICE

Your inspector is proud to conduct your inspection in accordance with the Standards of Practice of the American Society of Home Inspectors (ASHI).

For your convenience, you will find their current Standards of Practice at
ASHI Standards of Practice: <http://www.homeinspector.org/standards/default.aspx>
ASHI Code of Ethics: <http://www.homeinspector.org/codeofethics/default.aspx>



INSPECTOR CREDENTIALS

Gregory J. Vishey

Vishey Consulting & Inspection – www.A1-HomeInspection.com ® LLC

Greg Vishey is a Mechanical Engineer with a strong reputation as a problem solver, solution provider and he is a valued team member of many S-E Michigan Professional teams. He is a member of the American Industrial Hygiene Association (AIHA #187427) and a Certified Real Estate Inspector (CRI) in the American Society of Home Inspectors (former NAHI #200409*, ASHI #261268). Greg is certified to conduct commercial and residential inspections in the U.S. He was also certified by NAHI as an Inspector Trainer (NIT) to teach the inspection craft. His certification as a Professional Mold Inspector and as a Professional Mold Remediator is current (10/2021) and he is an active member of the National Association of Mold Professionals (NAMP).

Greg supports buyers, home owners and home professionals with investigative work and test services. Greg has skillfully performed inspections since 1998 with extremely high levels of customer satisfaction. He holds a Bachelor of Science degree in Mechanical Engineering from Case Institute of Technology and a Master of Science in Administration from Central Michigan University. His experience with testing and laboratory work extends across 30 years of his professional career of Heavy Truck, Defense, Automotive, Aerospace and Real Estate Industries. At General Dynamics, Greg oversaw production, test and management of the Abrams Tank crew protection system for Nuclear, Biological & Chemical warfare where he held a Secret Clearance for work in that field. Greg served over two years as a statistical expert as a Six Sigma Black Belt (SSBB) as Lear Corporation's Six Sigma Project Champion. His management, influence, patents and designs can be found in the interiors of the Corvette, Cadillac DTS, Lucern, Aztek, Impala, Monte Carlo, Saturn Vue and numerous other vehicles.

Greg is a registered FHA/HUD Inspector (Reg. # A124), a registered FHA/HUD 203(k) Consultant (Reg. # P1584) and is qualified to inspect and estimate repairs and work content and value for HUD and FHA loans and contracts. Greg frequently serves as a Consultant, Inspector, Engineer, Expert and Expert Witness in the Real Estate, Automotive, Defense and Aerospace industries. As an inventor, Greg holds four domestic patents and three international patents. His papers on Home Safety and other technical articles are domestically and internationally published. Greg is a past co-host of the "Ask the Handyman" radio program with Joe Gagnon on WXYT AM radio and he was a 14-year board member to the Michigan Chapter of NAHI and a member of the Macomb Chamber of Commerce. His award winning, informative Home Inspection web site can be found at www.A1-HomeInspection.com.

*NAHI Merged with ASHI 8/2/2016.

Greg is the past School Board President of the Frederick Douglas International Academy in Oak Park (a Charter School under Ferris State authorization) and he is the current President of the Board of Directors for the Children's Discovery Center of Macomb.

Recommended Skilled Trades

Asbestos Mitigation – Paul Patricio of ServPro 586-296-3331, Environmental Maintenance Engineers (734)626-0715, Joe Adams of Adams Restoration (888)436-2260.
Concrete Leveling - Jason Racicot, JoJacks 586-431-0027, Doug Howard, Foam-All 586-770-9171
Concrete (new) & Masonry services – Paul Cyrus, Cyrus Masonry (810) 441-0611, Chuy! Masonry repair & Concrete – 586-883-2174, John Chmiel, JC Masonry 586-625-7004, Peter Walby of HandymanPlusSolutions.com C586-295-8082. Terri Windemuth of 5 Star Construction & Design services (586) 713-6376. For Asphalt repair or replacement, use Jelsch Paving Co., 810-765-9350. Floor finishes & Stamped Concrete - Matt Muneio Nu Tech Solutions 810-304-0273
Crawl Space Encapsulation and Moisture Management Services – Doug Howard, Foam-All, Scott Brohl, Advanced Mold Services (586)552-7502, Danny Walker of Colony Insulation 586-329-0556. 586-770-9171, Scott Brohl, Advanced Mold Services (586)552-7502
Downspout extensions (Mr Hardware Design) – Steven Smith - Terri Windemuth of 5 Star Construction & Design services (586) 713-6376., Peter Walby of HandymanPlusSolutions.com C586-295-8082 for these repairs. Scott Spindler "Husband for Rent" Handyman Services 313-492-7671.
Duct Cleaning - Kevin Van Tien of Amistee Duct Cleaning (248)924-5260.
Electrician – Chris Nelson, Serve You Electric 586-219-6443, Bruce Kaselitz of Rely-On Electric C(313) 268-8843
Fencing - Michael Smith - Blue Water Fence (801) 643-1112
Flooring - CSB Flooring & Handy Services, Chase Bullis (810)357-8744, Wood floor installation and refinishing by George Kasza of GeoFinish Fine Hardwood Floors (313)530-4364. For new carpet or carpet repair, Jason Burkhardt - Cell (586)531-3195. Carpet cleaning by Night Owl 586-792-4695. From St Clair to Crosswell, have carpet cleaning done by MC Shine (810)327-2406.
Foundation – Peter Walby of HandymanPlusSolutions.com C586-295-8082, Robert Hastings, Fowlerville, 810-333-6278, Precision Foundation Systems, Rochester Hills, 248-652-9428 or 517-974-6235. PROFESSIONAL ENGINEERS: P.E. Kamel Nazar (IES) 586-415-7702. Aaron Trbaugh (810)300-3876
Fuel - Petroleum / Oil - Brandon Huntoon, Michigan Petroleum Technologies (810) 841-3147
General Contractors – Jeff Frazer, Frazer Construction 810-364-2766, Terri Windemuth of 5 Star Construction & Design services (586) 713-6376. Peter Walby of HandymanPlusSolutions.com C586-295-8082. Bob Bruglio (248) 506-8414, Matt Erndt of ConstrucTeam 866-372-1272, Exterior surfaces & Roofing near Grosse Pointe - Carl Gentile 586-321-1526. Gutters: Kody Frisbie 810-941-9422
Garage doors and openers – Ainsworth Door Inc., 810-385-5425, Sears Garage Door Solutions 866-375-3631.
Glass work (shower enclosures, mirrors and shelves) - John Bohn 586-292-9250.
Heating & Cooling including water heaters - Mike Kosmalksi of KOZ H&C (586)917-0032; Larry Seib, LS H&C 810-434-8960, Matt & Sons H&C 586-405-4330
House Cleaning – South of 25-Mile - Custom Cleaning Services (586) 747-5755. For St Clair to Crosswell, call Leanna Guenther of 'Always Pristine' Cleaning (810)357-4150
Home insurance needs – Eric Pfeifer of AAA (810)334-6290, Zach Eagen of State Farm (810) 637-5010, Kelly Carpenter at Liberty Mutual Insurance, (586)557-1053. Debra Jakubiak of Farm Bureau Insurance (313)884-2695..
Insulation needs - For interior insulation repair and elimination of drafts and cold spots in walls and ceilings, Doug Howard, Foam-All Insulation 586-770-9171, Scott Brohl, Brohl Insulation (586)552-7502, Mike DeLaCruz of E&M Remodeling (586)703-2759. For cellulose & spray foam insulation, call Doug Howard, Foam-All 586-770-9171, Danny Walker of Colony Insulation 586-329-0556.
Landscaping – Big Brother Lawn Services (St Clair to Port Sanilac) Steven Smith 810-498-3003, Lighthouse Lawn Care (810) 434-3270 from St Clair to Crosswell.
Lawn Care (Fertilizer, Insect Control, Weed Control – Weedman of St. Clair County, N-E Macomb & St. Clair - Dan Wynn (810) 334-6861.
Lead Paint Measurement/Inspection (XRF) – Protech Environmental; www.protechenvironmental.com
Mold remediation -, Tom Colbary, MC Shine (810)300-8506, Adam Kapi, Kapi Restoration (313)207-5361 Scott Brohl, Brohl Insulation Services (586)552-7502, Tom Scheich of EnviroMax Services 586-749-5510. Paul Patricio of ServPro (Fraser) 586-296-3331, Ken Heffner of ConstrucTeam 866-372-1272, & Elliott Environmental (Bay City).888-599-6653, Joe Adams of Adams Restoration (888)436-2260.
Mortgages - Lester Wilkins - Blue Water Home Loans (810) 987-1200
Painting - Matt Fox of Fox Custom Painting (248) 670-2158, Drywall and EIFS repair – call Tony Abraham (313) 623-5877.
Pest control / removal - Rose Pest Solutions (877) 749-7592. (Macomb.Port Huron) 810-343-2913), Weed Man, Dan Winn (810) 937-5395
Plumbing – G&P Root Raiders 586-775-1046/800-557-9730 or Scott Spindler "Husband for Rent" Handyman 313-492-7671., L.S. Walker 586-713-5316
Radon Mitigation – Protech Environmental; www.protechenvironmental.com
Roofing services – Brian Fitzpatrick - Reasonable Roofing 810-650-0791, Terri Windemuth of 5 Star Construction & Design services (586) 713-6376. Jack McCaulley of Jaxx Home Improvement 586-574-1351, Matt Erndt of ConstrucTeam 866-372-1272, Carl Gentile 586-321-1526. For Slate roofing and copper gutters, consult with Vince at "Allied Copper" (586)776-4984. For shingle and flat roof repairs, use John Carron of JC Modernization (586) 873-2147. For VENTILATION REPAIR – Call Jake at The Attic Pro's 586-337-3440
GUTTERS - Jeff Frazer, Frazer Construction 810-364-2766, Terri Windemuth of 5 Star Construction & Design services (586) 713-6376, Frisbie Contracting Seamless Gutters (810)941-9422,
Septic system and field inspections, well inspections – Lowell Cameron, 810-650-7931, D&H Environmental Inc., (248)366-0553, Valerie at Allemon's 800-773-0140. For buried storage tank removal, call Round Lake Service (248) 887-2193.
Sewer inspection - Michigan Sewer Scope (248)224-5820, Christian Phillips of CSI 586-850-1442, AAAA Services (248)399-8595
Storage & shelving solutions - Char Luteran of closetsplus.net 586-263-3060.

Tree and stump services - Maple Falls (North and east areas) 810-841-1405, or Rick Mlynarek of MDL Tree Service 586-775-4404.
Vent & Duct Cleaning - Kevin Van Tiem of Amistee Duct Cleaning (248) 924-5260. (See the report last page for a coupon)
Window repair and reconstruction - Independent Window Repair 586-749-4449
Welding - Sparks Welding Shawn Harrison 810-531-5056

Other Recommended Skilled Trades

Advertising - Andrew Doetsch - American Advertising Agency (313) 806-0839	
Accupuncture - Jason Go - Blue Dragon Accupuncture (312) 622-3659	
Auto Repair - Pat's Auto (810) 982-9051	
Banking - Brad Blissett Commercial Loans, Choice One Bank (810) 537-1493	
Branding - Joshua Meyers - Perspextiv Media (810) 300-5003	
Chiropractic - Dr. Ramica Pesta - Tru Balance Health Chiropractic (810) 294-4847	
Coffee - David Everitt Red Kettle Coffee Roasters, Inc (810) 689-9906	
Financial Advisor - Ryan Young - Edward Jones (810) 987-4401	
Hair Styling - Dion VanKehrberg Hair Stylist -- Salon Dion (810) 388-9850	Law (Attorney) - Stephani M. Russo Esq. 954-253-0246
Home Inspection - Ryan Clift - Safe & Sound Home Inspection (248) 497-8392	
IT Services - Andrew Wagner - Blue Water IT (810) 531-1507	
Photography - Emily Goudy, (810) 624-7253	
Promotional Products - Ted Smith - The Imprint House (810) 985-8203	
Real Estate (Commercial) - Tom Blount - Delacy Real Estate (810) 358-2992	Graphic Designer - Joseph Guenther 810-956-4912
Rubber Stamps & Trophies - Russell Corbat - Schwem Rubber Stamp & Trophy Co. (810) 984-7771	
Vocational Services (non-Profit) - Sean Kivel - Touchstone Services (810) 841-1107	

Vishey

Vishey Consulting & Inspection

8463 Lakeshore Rd., Lexington, MI 48450

Land line (810) 327-0994 or cell (586) 665-0659

Email: gregvishey@comcast.net

Recommends
& Uses:



248-349-8877



WILLIAMS HISTORIC RESTORATION INC.

44890 Vic Wertz Dr
Clinton Twp, MI 48036
+15862605710
matt@williamshistoric.com
www.williamshistoric.com

Estimate

ADDRESS

Aitkin Memorial District Library
111 N. Howard Ave
Croswell, MI

ESTIMATE # 2409**DATE 04/02/2025**

DATE	ACTIVITY	AMOUNT
	Estimate to supply materials, labor and equipment required to complete work as listed: Roofing and plaster repair.	
	STATEMENT OF WORK: Project focuses on (2) areas of roof leaks. First is a leak along the Northside wall leaking into a storage closet. Second is a leak in the upper flat roof leaking down onto the ceiling tiles of the library.	
	Services NORTH WALL LEAK: Exterior.	7,800.00
	SHINGLE ROOF- Re shingle an 8ft X 20ft section of low pitch roof directly above the storage closet. Remove shingles and replace rotted wood decking, install ice and water shield membrane, new aluminum drip edge and re shingle with matching shingles.	
	GUTTER- Remove existing aluminum gutter and install new, approximately 60ft. Fabricate and install an aluminum flashing to seal off the back of the gutter to the drip edge. Tie new gutter into the existing downspouts.	
	CAULKING- Re caulk (tan) 8 window frames to masonry surround along the North wall.	
	FLASHING- Remove and replace (2) damaged plumbing vent pipe flashings.	
	Services NORTH WALL LEAK: Interior *Customer is responsible to remove contents of room.	2,900.00
	Closet- scrape peeling plaster from ceiling and walls. Apply (1) coat of plaster bonding agent. Apply (1) new coat of plaster to affected walls and ceiling. Apply (1) coat of plaster sealer.	

DATE	ACTIVITY	AMOUNT
	Apply (2) coats of Sherwin Williams duration interior paint- Satin finish.	
	FLAT ROOF LEAK: Exterior	
	Current conditions- Existing membrane is showing its age and starting to delaminate and separate. Previous repairs are noticeable. Workmanship is questionable and the roof is missing the perimeter apron flashing that is required during the install. We would recommend replacement, pricing for that option is below.	
	Option #1: \$13,600.00	
	27 X50' Low slope roof replacement	0.00
	Remove existing perimeter edge metal, fabricate and install new copper apron flashing to entire perimeter of flat roof.	
	Supply and install new TPO membrane, .060 commercial thickness. Hot air weld seams.	
	Fabricate and install a new metal drip edge surrounding entire perimeter.	
	Flash the new roofing membrane onto the new drip edge and into the adjoining asphalt shingle roof on the Eastern edge.	
	5 year warranty on workmanship, 25 year life expectancy on membrane material.	
	Option #2: \$5,600.00	
	Low slope roof repair.	0.00
	Remove existing metal drip edge. Fabricate and install new aluminum apron flashing.	
	Fabricate and install new drip edge and fasten to the existing membrane.	
	Visually inspect the old membrane and seal any penetrations.	
	ADDITIONAL WORK:	
	Any additional work requested or required during the project that is not listed above may result in additional charges.	
	Any changes made to the scope (change orders) after the project has started may result in additional charges.	
	Customer will be made aware of any additional charges before work is approved/completed and will need to approve in writing, email or text.	
	Additional charges will be invoiced separately and due paid in full at time of customer approval.	
	PAYMENT SCHEDULE:	
	50% due upon contract acceptance & scheduling.	
	Final balance due in full the day of completion.	

All material is guaranteed to be as specified, and the above work to be performed in accordance with manufacturers specifications. Work will be completed in a substantial workmanlike manner.

TOTAL

\$10,700.00

Contract acceptance requires 50% deposit and balance due in full, day of completion.

Accepted By

Accepted Date

To: City of Croswell Council

From: Tim Niggemeyer, EMS Director

Re: Department Update

8-14-25

Staffing- Our staffing has improved over the last 10 months. We still have difficulty covering some EMT shifts. We are covering the Paramedic shifts very well with the addition of the 5th Medic last winter.

Vehicles- Our ambulances are doing well at this time but our newest ambulance has 75,000 miles since being placed in service in May of 2024. The other two units are around 230k-240k miles.

Equipment- We have received our replacement cardiac monitors that have replaced the 10 year old units. These devices have been setup and have been placed in service.

Call Volume- We had our busiest year ever in 2024. This year seems to be holding strong so far. Our volume has doubled over the last 10 years. While this results in more revenue it also wears out people and vehicles/equipment faster.

Crew Quarters- Over the past couple months the crews have been doing some updating on the crew area. They have repaired drywall and painted the entire area. We also removed the terribly stained 25 year old carpet and replaced it with laminate flooring. The kitchen area is getting a dishwasher along with a new faucet on the kitchen sink. -

EMS building face- As some of you have observed, the front of the ems building is in rough shape. This has been this way for many years but the funding has just not been available for repair. The first issue is the material is falling off in pieces large enough to injure a person and the second issue is water gets behind the material and comes in the front wall of the building and has the wooden window frames rotted. A few years ago, we did have a contractor come in and grind out the block joints and repack the mortar joints and then the two sides and back were repainted. At that time the front of the building was left alone with intentions of future repair. The overhead doors were also replaced a few years ago. We have a rendering and a plan to remove the failing material in front of the building and cover the front with steel siding. I would appreciate any other ideas to complete this project as there are probably many options. We will also need to discuss colors when we decide on the plan for repair.

Parttime EMT pay- Throughout the past years we have made significant improvements to our part time EMT pay schedule. The increases have made a difference in retaining employees but we are still way behind neighboring agencies. As call volume, training requirements and overall demand on these EMT's increases we need to keep pushing the compensation up. I have attached an updated pay schedule for the EMT's showing changes. This will increase payroll costs approx 20,000. This amount does vary based on who is covering these shifts, that is why it is estimated. This can be absorbed into our budget with our increased contract fees and increased call revenue.

Requests for service by year-

2025-	1069 requests for service (year to date)	143 per month
2024-	1370 requests for service	114 per month
2023-	1298 requests for service	108 per month
2022-	1346 requests for service	112 per month
2021-	1155 requests for service	96 per month
2020-	923 requests for service	77 per month
2019-	909 requests for service	76 per month

EMT wage scale- August 24th 2025

	12 hour/24 hour shift \$\$
Main	200 increase to 225
Backup	185 increase to 200
Weekend shift sat/sun	20/40
Activation calls/trainings/standby's	13 increase to 15
Holidays	100/200
Third Rig Calls	40 (no transport) 80 (transport)

Hours of on call completed	On call bonus \$\$
36	72
48	96
60	120
72	144
84	168
96	192
108	216
120	240
132	264
144	288
156	312
168	336



City Clerk <croswellclerk@croswell.us>

IT Services

Andy Paul <andrew@qcsph.com>

To: City Clerk <croswellclerk@croswell.us>

Mon, Aug 18, 2025 at 3:32 PM

Hi Andrea,

I've attached 2 quotes to this email. "Quotation156417.pdf" is a quote to replace the workstations that we spoke about. "QCS_MSA_CityOfCroswell.docx" is our Managed Services Agreement with pricing. Also, we would need more information to quote replacement of the servers, but it does look like that would come in at under \$10,000. I can explain how that all works if you'd like to talk again? Let me know a good time that works for you and I will give you a call.

Thank you, Andrea! - Andy

**Andy Paul**

Solutions Engineer • Quality Computer Solutions

phone. 888-956-6066

email. andrew@qcsph.com308 Wall St. Suite B,
Port Huron, MI, 48060, USAwww.qcsph.com

This email is intended only for the person(s) named in the message header. Unless otherwise indicated, it contains information that is confidential, privileged and/or exempt from disclosure under applicable law. If you have received this message in error, please notify the sender of the error and delete the message.

From: City Clerk <croswellclerk@croswell.us>**Sent:** Tuesday, August 12, 2025 9:31 AM**To:** Andy Paul <andrew@qcsph.com>**Subject:** Re: IT Services

[Quoted text hidden]

2 attachments **QCS_MSA_CityOfCroswell.docx**
733K **Quotation156417-1.pdf**
123K



Quotation

QUALITY COMPUTER SOLUTIONS

308 Wall St. Suite B
Port Huron, MI
48060
<http://qcsph.com>
8889566066

Date: 8/16/2025
Reference: 156417-1
Valid until: 8/23/2025
For: General User
City of Croswell

Description	Quantity	Unit Price	Tax	Price
Dell Micro Desktop Ticket 156417				
Intel® Core™ i7 14700T Windows 11 Pro 16 GB: 1 x 16 GB, DDR5, up to 5600 MT/s, non-ECC 512GB SSD TLC	10	\$1159.99	\$0.00	\$11599.90

3 year warrenty
Parts available frequently

Sub-total	\$11599.90
Sales tax	\$0.00
TOTAL	\$11599.90

This quotation is presented to the customer above on the date created, and is valid for (7) days or until the quotation expiration date, whichever is the soonest. All prices quoted were correct at the time of quotation creation, and are subject to change due to supply. Any questions regarding your quotation, please email support@qcsph.com. To accept this quotation, please click the green accept button.

Thank you for your business. It is very much appreciated.

worst case if Have
to replace all 10
Computers and
Upgrade all
Software.
Time frame: Stock & vend
10-12 business day
Avg 3-5 days; labor - Run
book.



308 Wall Street, Suite B
Port Huron, MI 48060
888-956-6066

Support Services & Fees

PRICE : \$1,400.00 monthly

1290.30 - 1506.00
Per month for
VC3 currently
Never over \$1400.00
Projects over 80 - quote
- \$300/mo can be done/quote

- QCS shall provide a combination of remote and onsite services
 - QCS will provide remote monitoring and support all server infrastructure 24x7 using Ninja RMM. RMM provides remote access to all devices. RMM will also allow for Mobile Device Management.
 - QCS will provide a dedicated account manager who will schedule status/update meetings at the client's request. This included monthly reviews.
 - QCS will make available to the Client a Helpdesk Ticket System for tracking and resolving all technical issues. The ticketing system will be available from the Internet. If the Client chooses all Client personnel may have access to the QCS helpdesk. Tickets may be submitted via email or phone. Ticketing for 3rd party vendors will be provided allowing QCS to manage any issue through resolution.
 - QCS will provide the client with a helpdesk phone number. The support number may be used at any time. If the Client chooses all Client personnel may have access to this number. All after-hours support calls will be directed to a voicemail box that will generate a ticket notifying staff. On call after hours contacts will be provided for emergency outage situations.
 - QCS will "Run and Maintain" current Client owned desktops, laptops, servers, handheld devices, smartphones, tablets, switches, firewalls and Wi-Fi devices. Including hardware maintenance and patching.
 - QCS will provide remote monitoring tools for all client owned desktop workstations/laptops.
 - QCS will provide 24x7 vulnerability scanning w/ ticket notifications for response. Quarterly reporting is available at client's request.
 - QCS will manage client's Office 365 tenant to ensure proper licensing as well as all tenant security including email.
 - QCS will provide client with a backup solution to ensure proper and stable backups are being performed. QCS will test backups on a quarterly basis.
 - QCS will support printers and multi-function devices including support calls needed with printer vendors.
 - QCS will assist with support of phones and phone systems including support calls needed with the phone company vendor if needed.
-



308 Wall Street, Suite B
Port Huron, MI 48060
888-956-6066

1. Term of Agreement

This Agreement between **City of Croswell**, herein referred to as the "Client", and Quality Computer Solutions, LLC hereinafter referred to as "QCS", is effective on December 1st, 2024, and shall continue in full force

and effect for an initial term of one calendar year (the "Initial Term"). Except as otherwise provided herein, this Agreement shall automatically renew for successive terms of twelve (12) months each (the "Renewal Term") after expiration of the Initial Term unless Client and QCS, as the case may be, provides the other party notice of termination of this Agreement in writing at least thirty (30) days prior to the expiration of the then-current term. Notwithstanding anything contained herein, this Agreement may be terminated by either party at either party's sole discretion, without any liability whatsoever, at any time upon ninety (90) days' prior written notice to the other party. Termination of this Agreement shall not affect any liabilities or obligations of either of the Parties hereto which, from the context hereof, are intended to survive the termination of this Agreement; provided, however, that after the date of expiration or termination, QCS shall not be obligated to perform services and Client shall not be obligated to pay for services performed after such date.

2. Confidentiality

Each party will use commercially reasonable efforts to protect the other's confidential information from unauthorized dissemination. Solutions implemented and services provided by the QCS are nonexclusive. All confidential information shall be kept confidential by each party using the same standard of care that it uses with respect to its own proprietary information, but in no event less than a reasonable standard of care. Upon termination of this Agreement for any reason, or at any other time either party may request all confidential information, including specifically any records or writings made, compiled by or delivered to the other shall be immediately returned and the holding party shall retain no copies thereof.

3. Non-Exclusivity

Neither Client nor QCS shall be restricted from providing services to third parties during the term of this Agreement, including solutions and services that are similar to the solutions and services hereunder. This includes rates, estimates, and any other pricing provided.

4. Payment Terms

The client shall pay to QCS **\$1,400.00** upon execution of the Agreement, and thereafter **\$1,400.00** on the first day of each calendar month (the "Periodic Charge"). If any monthly payment under this Agreement remains unpaid, Client will be considered in breach of this Agreement and QCS may at its option suspend the performance of services under the Managed Service Agreement. The Client will be given fifteen (15) days' advance written notice of such breach and, therein, an opportunity to cure. In the event Client does not adequately cure, as determined by QCS, any Services under this Agreement shall cease and shall only recommence upon payment of all the unpaid accrued total balance. During any such suspension of Services the Periodic Charge shall nevertheless continue to accrue due and be payable.



308 Wall Street, Suite B
Port Huron, MI 48060
888-956-6066

7. Mutual Non-Solicitation of Employees and Consultants

Client agrees that during and after termination of this Agreement, Client will not directly or indirectly hire, and/or encourage, solicit, or otherwise attempt to persuade any employee or consultant of QCS to leave the employ of QCS, to breach any employment or consulting agreement with QCS, or to violate any procedure or policy of QCS. This provision will remain in effect for the term of this Agreement and for a twelve (12) month period following the termination of this Agreement. Client acknowledges that a breach of this provision shall cause irreparable injury to QCS, and that the damages for said violation shall be difficult to assess.

Therefore, Client further agrees that, in the event of a breach of this provision, QCS shall have the right, without any notice whatsoever or the posting of a surety bond, to apply for and obtain an injunction from the court with jurisdiction over the subject matter, enjoining Client from any further breach of this term. The parties acknowledge that the St. Clair County Circuit Court, Port Huron, Michigan shall have jurisdiction to grant such injunctive relief. This provision shall not preclude QCS from seeking money damages, restitution, or any other type of legal or equitable relief against Client in the event QCS prevails in its claim, and in which event QCS shall also be entitled to recover reasonable costs including but not limited to reasonable legal fees, attorneys' fees, and court costs.

8. Indemnification

Client will hold harmless, defend, and indemnify QCS, its affiliates and authorized users and their respective successors and assigns against any and all suits, losses, claims, damages, liabilities, costs and expenses (including reasonable attorneys' fees and other costs of defending any action) (collectively "**Loss(es)**") which QCS may sustain or incur in connection with any undertaking made by QCS in performance of this Agreement or enforcement of this Agreement and any suit, claim or demand based upon any legal theory, including, without limitation, negligence, breach or strict liability in tort in connection with the Services performed or provided hereunder, except to the extent caused by the sole negligence or intentional acts of QCS.

9. Relationship Between the Parties

It is expressly understood and agreed that QCS is retained by Client solely for the purposes and to the extent set forth herein, and QCS's relationship with Client during the term hereof and with respect to the services provided hereunder is that of an independent contractor. Except as provided herein, QCS shall be free to render services to such businesses as QCS deems advisable. QCS, its employees, agents and consultants, personnel and third parties on behalf of or retained by QCS shall be considered independent contractors and shall not be deemed to have any employment relationship with Client and shall not have the responsibility for paying any employment taxes and filing reports relating to services performed by QCS on behalf of Client. Client agrees that Client will neither create nor incur, directly or indirectly, any obligation or liability on behalf of, or to the detriment of Client whatsoever, unless previously approved in writing by QCS.



308 Wall Street, Suite B
Port Huron, MI 48060
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The performance of the party invoking Force Majeure with respect to any obligation will be excused and the time for performance extended, but only for the period of delay or inability to perform due to Force Majeure. If the total of any period of delay or inability to perform due to Force Majeure asserted by either party during the Term equals or exceeds 30 consecutive days, the other party will have the right, at its option, to either terminate this Agreement by written notice or to continue to excuse the first party's performance for the period of any delay or inability to perform due to Force Majeure. As used in this Agreement, "Force Majeure" shall mean any act of God, fire, casualty, flood, war, strike, lockout, governmental order, including but not limited to related to communicable disease and/or "stay home" restrictions, labor trouble, or any other circumstances beyond the reasonable control of the party asserting it that prevents or delays the performance of any of its obligations under this Agreement.

15. Governing Law & Dispute Resolution

This Agreement shall be governed by the laws of the State of Michigan. In the event a dispute arises between the parties with respect to the quality of Services, including warranty claims, or performance of the Agreement, the aggrieved party shall first provide written notice of such grievance to the other party. Before initiating a proceeding of any kind, the parties further agree to meet and attempt, in good faith, to resolve such dispute. If a dispute cannot be resolved by the parties, then the dispute shall be resolved only by means of a binding arbitration. The parties agree to submit to binding arbitration to be arranged, arbitrator(s) agreed upon and costs to be divided by the parties. The parties shall proceed expeditiously and in good faith to complete the arbitration and resolve the dispute.

As part of the arbitration, the arbitrator shall, in addition to resolving the dispute, assess against the non-prevailing party the costs of the arbitration and, if the arbitrator deem it appropriate, the attorney fees and related expenses of the prevailing party in the arbitration. In any dispute, the arbitrator shall reach such decisions as the arbitrator in his/her discretion deems necessary or appropriate to achieve a commercially reasonable result and to achieve the objectives of the parties as evidenced by this Agreement. The decision of the arbitrator shall be in writing and delivered simultaneously to both parties and such decision shall be enforceable by any party against the other through the order of a court of competent jurisdiction. This alternative dispute resolution procedure shall also apply to resolve all complaints filed with any state regulatory agency and/or department.

16. Severability

The invalidity, illegality, or unenforceability of any provision hereof shall not in any way affect, impair, invalidate, or render unenforceable this Agreement or any other provision hereof. This Agreement is binding upon and shall inure to the benefit of the parties hereto, their representatives, successors, and assigns; provided, however, that Client shall not transfer or assign this Agreement or any rights or obligations arising hereunder without the prior written consent of QCS. A waiver by either party of a breach of any provision of this Agreement will not constitute a waiver of any subsequent breach of that provision or a waiver of any breach of any other provision of this Agreement.



308 Wall Street, Suite B
Port Huron, MI 48060
888-956-6066

17. Benefit and Assignability

This Agreement shall inure to the benefit of and is binding upon the parties hereto and their respective successors and assigns; provided, however, neither this Agreement nor any right or obligation hereunder shall be assigned by Client.

18. ENTIRE AGREEMENT

This instrument contains the entire agreement between the parties concerning QCS's rendering services to Client. All prior discussions, understandings, negotiations, and agreements are merged herein. This Agreement may not be changed orally but may only be changed or otherwise modified by an agreement to such effect in writing signed by the parties hereto.

19. Counterparts

This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument. This Agreement may be executed and delivered by facsimile or electronic transmission, and a facsimile or electronic version of this Agreement or of a signature of a party will be effective as an original.

IN WITNESS WHEREOF, the parties hereto make and execute this Managed Services Agreement on the dates set below their names to be effective on the date first above written.

Quality Computer Solutions,
a Michigan S Corporation

Member, Quality Computer Solutions

Print Name

Date

Customer,

Name, Position

Print Name

Date

Computer Name	Current OS	domain/workgroup	current user	processor version	system serial number	Notes
COC PD220	10	COC (d)	kchartier	Intel(R) Core(TM) i5-9500 CPU @ 3.00GHz	6S2NY23	Update to Windows 11
TRACY	10	COC (d)	TSmith	Intel(R) Core(TM) i7-8700T CPU @ 2.40GHz	99P2JV2	old
CLERK2014	10	COC (d)	AHolbrook	Intel(R) Core(TM) i3-4130 CPU @ 3.40GHz		old
SVALLEE	10	COC (d)	Heather	Intel(R) Core(TM) i5-3470 CPU @ 3.20GHz		old
Billing-PC-22	10	COC (d)	ARottmann	Intel(R) Core(TM) i5-10400 CPU @ 2.90GHz	1133664-26	Update to Windows 11
FRONT-2012	10	COC (d)	Dustin	Intel(R) Core(TM) i5-3470 CPU @ 3.20GHz		old
ASSESSOR-2013	10	COC (d)		Intel(R) Core(TM) i3-3220 CPU @ 3.30GHz		old
WINDOWS-MD426A8	10	WORKGROUP (w)		Intel(R) Core(TM) i7-8700T CPU @ 2.40GHz	94FCCS2	old
COC PD120	10	COC (d)		Intel(R) Core(TM) i5-9500 CPU @ 3.00GHz	6JTNY23	Update to Windows 11
DESKTOP-NHAG9R8	10	WORKGROUP (w)	nsure of wh is usi	Intel(R) Core(TM) i7-6820HQ CPU @ 2.70GHz	2TK83100TL	old

Austin Smith

City of Croswell
100 N Howard Ave
Croswell MI, 48422

Update and upgrade all city computers to hardware compatible with Windows 11. If hardware is up-to-date, just upgrade to Windows 11. Image new computers with city software and transfer over important user files.

TRACY Computer Upgrade
CLERK2014 Computer Upgrade
SVALLER Computer Upgrade
FRONT-2012 Computer Upgrade
ASSESSOR-2013 Computer Upgrade
WINDOWS-MD426A8 Computer Upgrade
DESKTOP-NHAG9R8 Computer Upgrade
Labor (Updating, Imaging, Installation, Server Connectivity)

Line Total

[illegible]

described above.
this quote.

computer name	operating system	Column1	os version	domain/workgroup	current user	processor version	ram size	cpu speed	system serial number	Column2
SamWin7VM	7	\$2,000	Professional x64 Edition Service Pack 1 Build 7601	CITYOFCROSWELL (d)		Intel(R) Xeon(R) CPU E5-2603 v3 @ 1.60GHz	4096	1599	0510-7764-8309-7067-0573-5456-03	Investigation opening by VC3 to let us know who is using. #
COC PD220	10	\$300	Professional x64 Edition Build 19045	COC (d)	kchartier	Intel(R) Core(TM) i5-9500 CPU @ 3.00GHz	8001	3000	652NY23	
TRACY	10	\$2,000	Professional x64 Edition Build 19045	COC (d)	TSmith	Intel(R) Core(TM) i7-8700T CPU @ 2.40GHz	16180	2400	99P2JV2	Replace her computer if 40 hours
CLERK2014	10	\$2,000	Professional x64 Edition Build 19045	COC (d)	AHallbrook	Intel(R) Core(TM) i3-4130 CPU @ 3.40GHz	8106	3001		
SVALLEE	10	\$2,000	Professional x64 Edition Build 19045	COC (d)	Heather	Intel(R) Core(TM) i5-3470 CPU @ 3.20GHz	8090	1600		
Billing-PC-22	10	\$300	Professional x64 Edition Build 19045	COC (d)	ARottmann	Intel(R) Core(TM) i5-10400 CPU @ 2.90GHz	8036	2904	1133664-26	In place upgrade Gen 10 machine
FRONT-2012	10	\$2,000	Professional x64 Edition Build 19045	COC (d)	Dustin	Intel(R) Core(TM) i5-3470 CPU @ 3.20GHz	8090	3201		
ASSESSOR-2013	10	\$2,000	Professional x64 Edition Build 19045	COC (d)		Intel(R) Core(TM) i3-3220 CPU @ 3.30GHz	8089	3300		Gen 3 - full replacement needed
WINDOWS-MD426A8	10	\$2,000	Professional x64 Edition Build 19045	WORKGROUP (w)		Intel(R) Core(TM) i7-8700T CPU @ 2.40GHz	16180	2400	94FCCS2	Gen 8 - See if can be bumped or replace it
COC PD120	10	\$300	Professional x64 Edition Build 19045	COC (d)		Intel(R) Core(TM) i5-9500 CPU @ 3.00GHz	8001	3000	6ITNY23	Gen 9 - could replace or in place upgrade
DESKTOP-NHAG9R8	10	\$300	Professional x64 Edition Build 19045	WORKGROUP (w)	Unsure of whi is using	Intel(R) Core(TM) i7-6820HQ CPU @ 2.70GHz	8072	2712	2TK83100TL	Gen 6 with 2015 and needs replcement
CP2	11	0	Professional x64 Edition Build 26100	COC (d)	jschoen	11th Gen Intel(R) Core(TM) i5-1135G7 @ 2.40GHz	12071	2419	PF2NW54J	
EMT-PC-W11	11	0	Professional x64 Edition Build 26100	COC (d)	TNiggemeyer	13th Gen Intel(R) Core(TM) i5-13500	16073	2500	819QDZ3	
COC-Administrator	11	0	Professional x64 Edition Build 26100	COC (d)	cityadmin	13th Gen Intel(R) Core(TM) i5-13500	16073	2500	3TIGH04	
DESKTOP-KBIBVAQ	11	0	Professional x64 Edition Build 26100	WORKGROUP (w)	DPW	Intel(R) Core(TM) i5-9500 CPU @ 3.00GHz	8001	3000	6T3QY23	
DESKTOP-SH5VSK0	11	0	Professional x64 Edition Build 22631	COC (d)		Intel(R) Core(TM) i5-8350U CPU @ 1.70GHz	3954	1696	DZ3TYW2	
COCPhost1	2012		R2 Server Standard x64 Edition Build 9600	COC (d)	Physical server for PD	Intel(R) Xeon(R) CPU E5-2603 v3 @ 1.60GHz	65439	1598	H8N8382	
SALES	2012		R2 Server Standard x64 Edition Build 9600	COC (d)	BSA server	Intel(R) Xeon(R) CPU E5-2603 v3 @ 1.60GHz	10240	1598	9905-5281-0790-8583-9799-1177-89	
COCVPDC	2019	0	Server Standard x64 Edition Build 17763	COC (d/c)	Virtual PD server	None	20000	2195	8298-2068-3913-4073-5523-4089-46	
SALES	2019	0	Server Standard x64 Edition Build 17763	COC (d)	Virtual shared files	None	30000	2195	9203-5845-5445-9765-5811-2571-62	
SALES	2019	0	Server Standard x64 Edition Build 17763	COC (d)	Physical server for city	Intel(R) Xeon(R) Silver 4214 CPU @ 2.20GHz	64993	2195	D4NVS13	

\$15,200

COC means connected to service - on Workgroup - they can join the server but if someone is ADHoc then cant

Quote for both just CPU and CPU and monitor
COCBSA - 2012 - new server would be needed unless going to the cloud. The next generation server would still be needed.
2012 - second stage as not important. Asked for the server numbers.

Archetecture does the quote and will take 2-4 weeks to get hard numbers to get the migrating servers to new equipment for file server.

End of day Monday for other quotes.
2 pockets of work - in place will be auto overnight and then remote, if there is a hang up in the bios then tech on site
Unbox and migrate the new - 2-3 days, schedule with the tech will be done.

- Hardware/Software

Thumbnail	Product Description	Comment	Price	Qty	Extended Price
	Lenovo ThinkCentre M70s Gen 5 Desktop Computer - Intel Core i5 14th Gen i5-14400 - 16 GB - 512 GB SSD - Small Form Factor - Black - Intel Q670 Chip - Windows 11 Pro - Intel UHD Graphics 730 DDR5 SDRAM - DVD-Writer - English Keyboard - IEEE 802.		\$877.99	7	\$6,145.93
	ViewSonic 32 Inch Widescreen IPS 1440p Monitor with Ultra-Thin Bezels, HDMI DisplayPort and Mini DisplayPort - - 1440p IPS Monitor with HDMI DisplayPort and Mini DisplayPort - 250 cd/m ² - 32"		\$254.99	7	\$1,784.93

Subtotal: **\$7,930.86**

- Labor - Workstation Deployment

Thumbnail	Product Description	Comment	Price	Qty	Extended Price
	Labor - Workstation Deployment - Flat Fee		\$600.00	7	\$4,200.00

For a workstation deployment, the below items are done:

- Workstation is fully configured for client's environment
 - Domain Joined, Security software installed, VC3 tools installed
- Client Base Applications installed
- Client requested customization to the workstation applied
- User Specific applications installed
- User log in support for replacements workstation
- Data transfer for replacement workstation
- Scheduling of workstation deployment with Client

Subtotal: **\$4,200.00**

- Shipping

Thumbnail	Product Description	Comment	Price	Qty	Extended Price
	Shipping and Handling		\$14.00	1	\$14.00

Subtotal: **\$14.00**

1301 Gervais St. Ste. 1800
Columbia, SC
www.vc3.com
800-787-1160



Ticket #4355975 - 2025.08 - TFF - 7x Mid PC 7x 32" Monitor

Prepared by:

VC3

Josh Conway
quotes.josh.conway@vc3.com

Prepared for:

City of Croswell, MI

100 North Howard Street
Croswell, MI 48422
Andrea Holbrook
+18106792299
croswellclerk@croswell.us

Quote Information:

Quote #: JC011725

Version: 1

Delivery Date: 08/06/2025

Expiration Date: 09/03/2025

Quote Summary

Description	Amount
- Hardware/Software	\$7,930.86
- Labor - Workstation Deployment	\$4,200.00
- Shipping	\$14.00
Total:	
	\$12,144.86

- Applicable taxes & Environmental Surcharges will be added.
- All product transfer of ownership and invoicing occurs upon VC3's receipt of the product.
- Pricing & Availability is subject to change without notice.
- Shipping and handling costs may not be included in this quote, as these costs are variable. Adjusted shipping and handling costs may be applied to the final invoice.
- VC3 makes NO WARRANTY either expressed or implied, regarding performance or suitability for any purpose of the above products. The customer assumes responsibility for understanding the warranty, if any, of the manufacturer or VC3.
- If not included in agreement, travel will be billed separately.
- In the case hardware/software total exceed \$100k, VC3 will require a 50% deposit of the hardware/software total to secure the order. Deposit is payable immediately to VC3.
- Returns:
 - No returns will be accepted unless first approved by VC3 Inc.
 - Approved returns are subject to a 20% restocking fee.
 - Approved return of in-stock items will be accepted within 10 business days of purchase, if merchandise is unopened and packaging is undamaged.
 - Open box items are not returnable
 - Approved defective returns must be shipped to VC3 within 10 business days of said approval

1301 Gervais St. Ste. 1800
Columbia, SC
www.vc3.com
800-787-1160

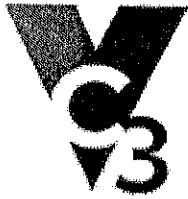


VC3

City of Croswell, MI

Name: Josh Conway
Title: Client Solutions Specialist
Date: 08/06/2025

Name: Andrea Holbrook
Date: _____



VC3, Inc.
1301 Gervais Street, Suite 1800
Columbia SC 29201
United States

Customer Invoice

Bill To
City of Croswell, MI Attn: Suzanne Dobson 100 North Howard Street Croswell MI 48422 United States

Date	Invoice
5/31/2025	VC3-205016
Account	
ITR29755998	

Description: Manage - On Premises-Monthly Billing for May

Terms	Due Date	PO #	Currency
Net 30	6/30/2025		USD

Item	Quantity	Rate	Amount
On Premises Server Support	5	\$61.43	\$307.15
On Premises Workstation Support	16	\$61.43	\$982.88
Data Recovery - Server	3	\$0.00	\$0.00
Cyber Aware Complete	31	\$0.00	\$0.00

<u>Pay by Check:</u> VC3, Inc PO Box 746804 Atlanta, GA 30374-6804 <u>To pay by Credit Card/ACH/AutoPay using VC3 Customer Payment Portal (Centime):</u> Click HERE to Login to the Centime Customer Payment Portal. <u>Pay By ACH outside of VC3 Customer Payment Portal:</u> Bank Name: PNC Bank Routing Number: 021052053 Account Number: 51843132 Please contact accounts.receivable@vc3.com with any questions regarding Centime Customer Payment Portal login and invoicing questions.	Invoice Subtotal: \$1,290.03 Invoice Total: \$1,290.03 Payments/Credits: \$0.00 Balance Due: \$1,290.03
In an effort to ensure our systems are up-to-date, support business needs, and comply with various laws, we performed a thorough review of the sales and use tax laws in jurisdictions throughout the country. As a result, you may notice changes to the taxes and fees included on your invoice. For more information, please email sales.tax@vc3.com or visit https://www.vc3.com/taxes-and-fees-faqs	



VC3-205016

Parcel Number: 76-310-140-200-070-00

Jurisdiction: CITY OF CROSWELL

County: SANILAC

Printed on

08/28/2025

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.
PERRY ROBERT R & JANET L	CITY OF CROSWELL	0	09/14/2017	WD	03-ARM'S LENGTH	1348/665	DEED	100.0
REAL ESTATE PROFESSIONALS	PERRY ROBERT & JANET	0	06/28/1995	WD	19-MULTI PARCEL ARM'S LE	514/199	DEED	100.0
LINDKE STEWART & CECELIA	SERRA & REAL ESTATE PROF	26,500	11/28/1988	LC	03-ARM'S LENGTH	501/642	DEED	0.0

Property Address	Class: COMMERCIAL-VACANT	Zoning: RESID	Building Permit(s)	Date	Number	Status
N FLOWER	School: CROSWELL LEXINGTON COMM SD					
Owner's Name/Address	P.R.E. 0%					
CITY OF CROSWELL 100 N HOWARD CROSWELL MI 48422	MAP #:					
	2025 Est TCV 0					
	Improved	X	Vacant			
	Public Improvements					

Land Value Estimates for Land Table 00009.FLOWER SUB

Description	Frontage	Depth	Front	Depth	Rate	%Adj.	Reason	Value
ACREAGE TABLE "A"			10.000 Acres		1,650	150		24,750
			10.00 Total Acres		Total Est. Land Value =			24,750

Tax Description
T10N R16E SEC 29 W 1/2 OF NW 1/4 EXC
STEVENSONS 3RD ADDN & N 494 FT OF E
593.54 FT ALSO EXC COM AT SW COR OF
STEVENSONS THIRD ADDN AS POB TH W 124 FT
N 858 FT E 124 FT S 858 FT TO POB ALSO
EXC W 730 FT THEREOF 10 A

Comments/Influences

Topography of Site

Level
Rolling
Low
High
Landscaped
Swamp
Wooded
Pond
Waterfront
Ravine
Wetland
Flood Plain

Who	When	What	Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/ Other	Taxable Value
	11/20/1990	INSPECTED	2025	EXEMPT	EXEMPT	EXEMPT			EXEMPT
			2024	EXEMPT	EXEMPT	EXEMPT			EXEMPT
			2023	0	0	0			0
			2022	0	0	0			0

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Sanilac, Michigan

*** Information herein deemed reliable but not guaranteed***

Parcel Number: 76-310-140-200-070-03

Jurisdiction: CITY OF CROSWELL

County: SANILAC

Printed on 08/28/2025

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.
PERRY ROBERT R & JANET L	CITY OF CROSWELL	0	09/14/2017	WD	03-ARM'S LENGTH	1348/665	DEED	100.0
LINDKE	PERRY	0	01/21/1994	LC	09-FAMILY	504/82 1343/	DEED	0.0

Property Address	Class: COMMERCIAL-VACANT	Zoning: RESID	Building Permit(s)	Date	Number	Status
W SANBORN	School: CROSWELL LEXINGTON COMM SD					
Owner's Name/Address	P.R.E. 0%					
CITY OF CROSWELL 100 N HOWARD CROSWELL MI 48422	MAP #:					
	2025 Est TCV 0					

Tax Description	Improved	X	Vacant	Land Value Estimates for Land Table 00009.FLOWER SUB
TION R16E SEC 29 THE W 730 FT OF W 1/2 OF NW 1/4 EXC ALL GARDNER HGTS SUBDIVISION AS RECORDED IN LIBER 4 OF PLATS, PAGE 13, SANILAC COUNTY RECORDS; ALSO EXC ALL OF BLACK RIVER HEIGHTS SUBDIVISION AS RECORDED IN LIBER 4 OF PLATS, PAGE 47; ALSO EXCEPTING ALL OF BLACK RIVER HEIGHTS SUBDIVISION #2 RECORDED LIBER 4/PAGE 52; ALSO EXCEPTING BEGINNING AT A POINT ON THE NORTH LINE OF SAID SECTION 29 DISTANT N 89°29'00" EAST 336 FEET FROM THE NW CORNER OF SAID SECTION 29; THENCE CONTINUING N 89°29'00" EAST 326.50 FEET ALONG SAID NORTH LINE; THENCE S 00°07'30" EAST 534 FEET PARALLEL WITH FLOWER AVE; THENCE SOUTH 89°35'30" WEST 326.50 FEET TO A POINT ON THE EAST LINE OF SAID FLOWER AVE; THENCE N 00°07'30" WEST 553.39 FEET ALONG SAID EAST LINE TO POB				

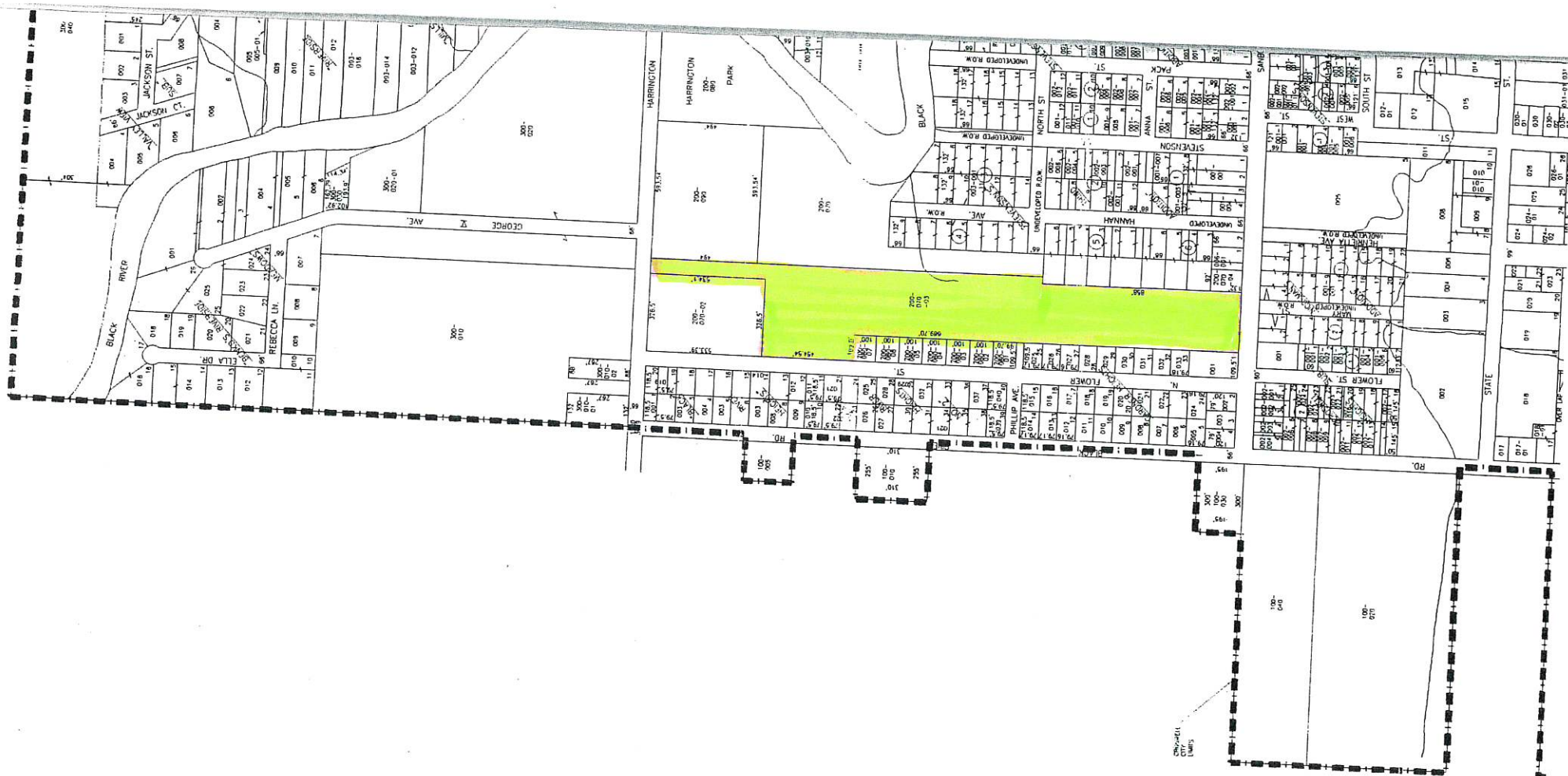
Public Improvements	Description	Frontage	Depth	Front	Depth	Rate	%Adj.	Reason	Value
Dirt Road	ACREAGE TABLE "A"								
Gravel Road				20.250 Acres		1,126	125	GOOD BLDG SITE	28,500
Paved Road			20.25	Total Acres				Total Est. Land Value =	28,500
Storm Sewer									
Sidewalk									
Water									
Sewer									
Electric									
Gas									
Curb									
Street Lights									
Standard Utilities									
Underground Utils.									

Topography of Site	Level	Rolling	Low	High	Landscaped	Swamp	Wooded	Pond	Waterfront	Ravine	Wetland	Flood Plain

Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value
2025	EXEMPT	EXEMPT	EXEMPT			EXEMPT
2024	EXEMPT	EXEMPT	EXEMPT			EXEMPT
2023	0	0	0			0
2022	0	0	0			0

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*** Information herein deemed reliable but not guaranteed***



Payroll 8/10-8/16 \$38,798.68

Payroll 8/10-8/16 & 8/17-8/23 \$49,652.69

Payroll total \$88,451.37

Accounts Payable \$609,965.11

Total AP \$698,416.48

08/29/2025 03:55 PM
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INVOICE REGISTER REPORT FOR CITY OF CROSWELL
POST DATES 08/19/2025 - 09/02/2025
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Inv Num Inv Ref# GL Distribution	Vendor Description GRANT	Inv Date Entered By	Due Date	Inv Amt
111-6398708-2992237 21109	AMAZON - ONLINE CITY COUNCIL - FOLDERS /BATTERIES FRONT 101-101-728.000 OFFICE SUPPLIES		09/02/2025	20.55
111-2331130-4539419 21110	AMAZON - ONLINE CITY HALL - PAPER ROLLS 3 INCH FRONT 101-265-740.000 MATERIALS & SUPPLIES		09/02/2025	19.14
111-5736412-6041012 21111	AMAZON - ONLINE CITY HALL / WWTP - OFFICE SUPPLIES FRONT 101-265-740.000 MATERIALS & SUPPLIES 590-537-728.000 OFFICE SUPPLIES		09/02/2025	58.93
				6.19
AUGUST 2025				
21113	AT&T MOBILITY SIM CARDS BODY DASH CAMS FRONT 101-301-850.000 TELEPHONE		09/02/2025	108.72
159887				108.72
21157	BALL EQUIPMENT EQUIP - SPK BLADE FRONT 661-541-740.000 MATERIALS & SUPPLIES		09/02/2025	176.34
2508				176.34
21100	BEN'S CONTRACTOR CENTER SPLASH PAD FENCE SUPPLIES - NIA CLERK 245-728-740.000 MATERIALS & SUPPLIES		09/02/2025	1,241.37
51920251				1,241.37
21102	BODDY CONSTRUCTION CO., INC. SIDEWALK CONSTRUCTION 5/19/25 - NI CLERK 101-443-810.000 CONTRACTED SERVICES - NIA FUNDS TRANSFER		09/02/2025	20,129.01
51920252				20,129.01
21103	BODDY CONSTRUCTION CO., INC. SIDEWALKS - NIA TRANSFER OF 42,600 CLERK 101-443-810.000 CONTRACTED SERVICES- NIA TRANSFER		09/02/2025	23,142.47
4240076161				23,142.47
21118	CINTAS CORPORATION LOC. 724 WWTP - UNIFORMS 14 AUG FRONT 591-549-740.000 MATERIALS & SUPPLIES 590-549-810.000 CONTRACTED SERVICES		09/02/2025	230.62
4240076507				179.31
21119	CINTAS CORPORATION LOC. 724 DPW - WATER PLANT SUPPLIES 14 AUG FRONT 591-549-740.000 MATERIALS & SUPPLIES		09/02/2025	51.31
4240076601				42.29
21120	CINTAS CORPORATION LOC. 724 DPW - UNIFORMS 14 AUG 25 FRONT 101-441-740.000 MATERIALS & SUPPLIES 101-441-810.000 CONTRACTED SERVICES 582-537-810.000 CONTRACTED SERVICES 591-537-810.000 CONTRACTED SERVICES		09/02/2025	369.93
4240812440				114.97
21121	CINTAS CORPORATION LOC. 724 WWTP - UNIFORMS 21 AUG 25 FRONT 591-549-740.000 MATERIALS & SUPPLIES		09/02/2025	70.41
				87.06
				97.49
				164.05
				118.65

08/29/2025 03:55 PM
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INVOICE REGISTER REPORT FOR CITY OF CROSWELL
POST DATES 08/19/2025 - 09/02/2025
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Inv Num	Vendor	Inv Date	Due Date	Inv Amt
Inv Ref#	Description	Entered By		
GL Distribution	GRANT			
590-549-810.000	CONTRACTED SERVICES			
4240812736				45.40
21152	CINTAS CORPORATION LOC. 724			
	DPW - UNIFORMS 21 AUG 25		09/02/2025	299.14
101-441-740.000	FRONT			
101-441-810.000	MATERIALS & SUPPLIES			44.18
582-537-810.000	CONTRACTED SERVICES			70.41
591-537-810.000	CONTRACTED SERVICES			87.06
	CONTRACTED SERVICES			97.49
4240812554				
21153	CINTAS CORPORATION LOC. 724			
	DPW - WATER PLANT SUPPLIES 14 AUG		09/02/2025	42.29
591-549-740.000	FRONT			
	MATERIALS & SUPPLIES			42.29
4241556711				
21158	CINTAS CORPORATION LOC. 724			
	CITY HALL - LOBBY MATS		09/02/2025	83.62
101-265-810.000	FRONT			
	CONTRACTED SERVICES			83.62
4241556753				
21163	CINTAS CORPORATION LOC. 724			
	WWTP - UNIFORMS / SUPPLIES		09/02/2025	142.43
591-549-740.000	FRONT			
590-549-810.000	MATERIALS & SUPPLIES			110.08
	CONTRACTED SERVICES			32.35
4241556761				
21168	CINTAS CORPORATION LOC. 724			
	DPW - WATER PLANT SUPPLIES 28 AUG		09/02/2025	42.29
591-549-740.000	FRONT			
	MATERIALS & SUPPLIES			42.29
4241556972				
21169	CINTAS CORPORATION LOC. 724			
	DPW UNIFORMS 28 AUG 25		09/02/2025	341.99
101-441-740.000	FRONT			
101-441-810.000	MATERIALS & SUPPLIES			87.03
582-537-810.000	CONTRACTED SERVICES			70.41
591-537-810.000	CONTRACTED SERVICES			87.06
	CONTRACTED SERVICES			97.49
AUG 2025				
21139	CITY OF CROSWELL ELECTRIC			
	CITY UTILITIES AUGUST 2025		09/02/2025	27,791.96
101-752-921.000	FRONT			
101-752-923.000	ELECTRICITY			227.47
101-805-921.000	WATER & SEWER			106.56
101-805-923.000	ELECTRICITY			632.88
101-441-921.000	WATER & SEWER			65.48
101-441-923.000	ELECTRICITY			583.54
101-567-921.000	WATER & SEWER			433.71
505-651-921.000	ELECTRICITY			88.71
505-651-923.000	ELECTRICITY			468.97
590-537-921.000	WATER & SEWER			123.70
590-537-923.000	ELECTRICITY			8,529.13
101-336-921.000	WATER & SEWER			2,004.26
101-336-923.000	ELECTRICITY			436.03
590-549-810.000	WATER & SEWER			165.28
505-537-810.000	CONTRACTED SERVICES			30.30
101-265-921.000	CONTRACTED SERVICES			30.30
101-265-923.000	ELECTRICITY			383.27
101-301-921.000	WATER & SEWER			67.65
101-301-923.000	ELECTRICITY			383.27
101-448-921.000	WATER & SEWER			67.65
	ELECTRICITY			3,569.82

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INVOICE REGISTER REPORT FOR CITY OF CROSWELL
 POST DATES 08/19/2025 - 09/02/2025
 BOTH JOURNALIZED AND UNJOURNALIZED
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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	
	GL Distribution GRANT				
591-537-921.000	ELECTRICITY			7,455.67	
582-537-921.000	ELECTRICITY			304.63	
582-537-923.000	WATER & SEWER			75.97	
582-548-921.000	ELECTRICITY			1,320.40	
582-548-923.000	WATER & SEWER			162.35	
101-444-810.000	CONTRACTED SERVICES			30.30	
582-537-810.000	CONTRACTED SERVICES			44.66	
CROS0725					
21115	CMS ENERGY		09/02/2025	183,805.67	1
582-538-921.000	ELECTRIC - CMS ENERGY - JULY 2025 FRONT				
582-538-921.001	ELECTRICITY			152,203.03	
	MISO - Transmission			31,602.64	
STATEMENT 8/23/25					
21138	CROSWELL GREENHOUSE		09/02/2025	125.00	
248-728-740.000	INVOICES: 4159 & 4188 MISCELLANEO FRONT				
	MATERIALS & SUPPLIES			125.00	
79757					
21128	CROSWELL TIRE CENTER INC		09/02/2025	398.97	
661-541-935.000	DPW- 2025 REPAIRS FRONT				
	REPAIR & MAINT. - EQUIPMENT			398.97	
174461374					
21117	EFAX		09/02/2025	23.94	
101-265-850.000	CITY HALL - MONTHLY CHARGE FRONT				
	TELEPHONE			23.94	
J254143-3					
21130	ENDUSTRA FILTER MANUFACTURERS		09/02/2025	1,620.00	
590-549-935.000	WWTP - 2 TRI-VENT REPLACEMENT FILT FRONT				
	REPAIR & MAINT. - EQUIPMENT			1,620.00	
74727					
21140	FLEIS & VANDENBRINK		09/02/2025	12,423.60	
591-544-804.000-MDOT-RE	MDOT CULVERT				
	ENGINEERING - CROS/SELT RD 33.9914% COMP			12,423.60	
74809					
21141	FLEIS & VANDENBRINK		09/02/2025	141,501.29	1
590-549-804.000-CWSRF02	CWSRF - INVOICE 20 PROJ 836719				
	ENGINEERING - 84.0355% COMP PROJ 836719			141,501.29	
74721					
21142	FLEIS & VANDENBRINK		09/02/2025	14,705.40	
591-544-804.000-DWS-ARP	DWSRF - WATER IMPROVEMENT				
	ENGINEERING - CONSTRUCTION 55.4312% COMP			14,705.40	
73645					
21165	FLEIS & VANDENBRINK		09/02/2025	20,867.43	
591-544-804.000-MDOT-RE	MDOT CULVERT - MARCH-APRIL 26				
	ENGINEERING - CROS/SELTZ - 12.6469% COMP			20,867.43	
677344					
21146	FRANZEL AUTO, TRUCK REPAIR		09/02/2025	258.35	
101-336-933.000	FIRE - OC / MUD FLAPS				
	REPAIR & MAINT. - VEHICLES			258.35	
677345					
21147	FRANZEL AUTO, TRUCK REPAIR		09/02/2025	54.00	
101-336-933.000	FIRE - OC - OIL CHANGE				
	REPAIR & MAINT. - VEHICLES			54.00	

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INVOICE REGISTER REPORT FOR CITY OF CROSWELL
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Inv Num Inv Ref# GL Distribution	Vendor Description GRANT	Inv Date Entered By	Due Date	Inv Amt
14622489 21116 590-549-740.000	HACH COMPANY DPW - CHLORINE, FERROVER FRONT MATERIALS & SUPPLIES		09/02/2025	479.20 479.20
14631669 21145 591-549-740.000	HACH COMPANY DPW - SAMPLE CELL 25X60MM FRONT MATERIALS & SUPPLIES		09/02/2025	393.25 393.25
25-8453 21133 590-549-740.000	HAMMOND DRIVES & EQUIPMENT WWTP - DIXON 4" SPOOL ADAPTOR FRONT MATERIALS & SUPPLIES		09/02/2025	133.39 133.39
25-8313 21143 590-549-935.000	HAMMOND DRIVES & EQUIPMENT WWTP - NPT ADAPTER FRONT REPAIR & MAINT. - EQUIPMENT		09/02/2025	36.82 36.82
0001458 21127 661-541-740.000	KERRY'S GARAGE EQUIPMENT - FORD EXPLORER TIRES, F FRONT MATERIALS & SUPPLIES		09/02/2025	2,549.75 2,549.75
CC08-2025 21148 590-537-810.000	LE ZARAZUA CONSULTANTS, LLC WWTP - CONSULTING SERVICES AUG 202 FRONT CONTRACTED SERVICES		09/02/2025	8,071.05 8,071.05
51569140 21151 505-651-742.000	LINDE GAS & EQUIPMENT INC. EMS - OXYGEN RENTAL OF CYL FRONT MEDICAL OXYGEN		09/02/2025	117.18 117.18
2378054387 21108 505-651-760.000	MEDLINE INDUSTRIES INC RUBBER YOKE WASHER FRONT MEDICAL SUPPLIES		09/02/2025	21.47 21.47
JULY 2025 21122 590-549-804.000-CWSRF02 CWSRF	MONCHILOV SEWER SERVICE LLC PAY APPLICATION 5, DISPURSEMENT RE CLERK PAY5, DR12 - BAL 132,064.85		08/25/2025	115,925.85 115,925.85
101001265 21101 582-538-921.002	NERC 4RD QUARTER ASSESSMENT 2025 FRONT Energy Opt Expenditures		09/02/2025	627.18 627.18
100402035368 21149 101-790-810.000	OTIS ELEVATOR COMPANY LIBRARY - SERVICE FRONT CONTRACTED SERVICES		09/02/2025	175.71 175.71
4320 21125 101-770-740.000	PARRAGHI ROOFING & SHEET METAL LLC. PARKS - PURLINS, TRIM INSTALL FRONT MATERIALS & SUPPLIES		09/02/2025	1,500.00 1,500.00
1369 21167 101-101-810.000	PIVOT GROUP PAY 3 - 200% OF PROJECT- CITY ADMI FRONT CONTRACTED SERVICES		09/02/2025	2,009.00 2,009.00

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Inv Num Inv Ref# GL Distribution	Vendor Description GRANT	Inv Date Entered By	Due Date	Inv Amt
56905463 21134	POWER LINE SUPPLY ELEC - WIRE	FRONT	09/02/2025	5,940.00
582-542-740.000	MATERIALS & SUPPLIES			5,940.00
56917875 21135	POWER LINE SUPPLY ELEC - TRANSFORMER CURRENT 200:5	FRONT	09/02/2025	714.00
582-542-740.000	MATERIALS & SUPPLIES			714.00
437622307300 21104	PRIORITY HEALTH OVERPAYMENT EMS RUN	FRONT	09/02/2025	0.00
505-000-621.000	RUN FEES			11.06
08/22/2025 21105	RACZ, BEVERLY UB refund for account: MILL-000240	08/22/2025 FRONT	09/02/2025	209.84
582-000-255.000	01-ELECTRIC			186.66
582-000-228.004	24-LIEAF			8.95
582-000-617.000	13-SALES TAX			7.32
582-000-616.000	16-ENERGY OPT PLAN			2.03
582-000-614.000	18-RENEWABLE ENERGY			4.88
SSL- 2101-197157 21114	SELF SERVE LUMBER PARKS - TUBING CUTTER PVC	FRONT	09/02/2025	52.92
101-770-740.000	MATERIALS & SUPPLIES			52.92
SSL-2101-197439 21124	SELF SERVE LUMBER PARKS - TREATED LUMBER	FRONT	09/02/2025	257.70
101-770-740.000	MATERIALS & SUPPLIES			257.70
SSL-2101-197507 21129	SELF SERVE LUMBER WWTP - FRP PANEL WHT	FRONT	09/02/2025	317.93
590-549-936.000	REPAIR & MAINT. - BUILDING			317.93
SSL-2101-198140 21144	SELF SERVE LUMBER DPW - CARRIAGE 50PC	FRONT	09/02/2025	38.99
101-770-740.000	MATERIALS & SUPPLIES			38.99
AUGUST 2025 21154	SEMCO ENERGY NATURAL GAS AUG 2025	FRONT	09/02/2025	234.47
590-537-922.000	NATURAL GAS			27.44
582-548-922.000	NATURAL GAS			37.45
101-441-922.000	NATURAL GAS			68.56
101-336-922.000	NATURAL GAS			27.44
591-537-922.000	NATURAL GAS			26.20
101-805-922.000	NATURAL GAS			19.94
590-551-922.000	NATURAL GAS			27.44
AUG GMC TRUCK 21132	SHINE ON 2018 GMC SIERRA VIN # 3125 - MOLES CLERK		09/02/2025	4,681.66
661-541-935.000	REPAIR & MAINT. - EQUIPMENT			3,681.66
101-101-910.000	INSURANCE-LIABILITY			1,000.00
182994 21136	T & R ELECTRIC ELECTRIC - THREE PHASE PAD MOUNT	FRONT	09/02/2025	1,599.24

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt
Inv Ref#	Description	Entered By		
GL Distribution	GRANT			
582-542-740.000	MATERIALS & SUPPLIES			
51032-00				1,599.24
21137	TERMINAL SUPPLY CO.			
	ELECTIC - SELF DRILLING SCREW	FRONT	09/02/2025	203.80
582-544-740.000	MATERIALS & SUPPLIES			
1348732				203.80
21123	THEUT PRODUCTS			
	PARKS - CONCRETE	FRONT	09/02/2025	54.84
101-770-740.000	MATERIALS & SUPPLIES			
1349825				54.84
21161	THEUT PRODUCTS			
	WWTP - CONCRETE	FRONT	09/02/2025	36.56
590-544-740.000	MATERIALS & SUPPLIES			
1349986				36.56
21164	THEUT PRODUCTS			
	WWTP -TOP SOIL	FRONT	09/02/2025	52.00
590-544-740.000	MATERIALS & SUPPLIES			
AUG 2025				52.00
21131	THUMB CELLULAR			
	MICS - THUMB CELL AUG	FRONT	09/02/2025	402.33
101-441-850.000	TELEPHONE			
101-215-850.000	TELEPHONE			24.25
101-265-850.000	TELEPHONE			102.47
505-537-850.000	TELEPHONE			1.78
590-537-850.000	TELEPHONE			217.07
582-537-850.000	TELEPHONE			38.20
P85915				18.56
21159	TNT EQUIPMENT			
	EQUIP - HOSE / BEARING	FRONT	09/02/2025	116.66
661-541-740.000	MATERIALS & SUPPLIES			
5080564				116.66
21112	TRACE ANALYTICAL LABORATORIES, INC.			
	WWTP - AMMONIA NITROGEN	FRONT	09/02/2025	188.25
590-549-810.000	CONTRACTED SERVICES			
5070266				188.25
21150	TRACE ANALYTICAL LABORATORIES, INC.			
	DPW - DISINFECTANT	FRONT	09/02/2025	226.25
591-549-740.000	MATERIALS & SUPPLIES			
8-25-2025				226.25
21155	UPS			
	WWTP - UPS CHARGES	FRONT	09/02/2025	9.05
590-537-730.000	POSTAGE			
8-28-2025				9.05
21156	UPS			
	WWTP - UPS GIELOW SAMPLES	FRONT	09/02/2025	9.05
590-537-730.000	POSTAGE			
8-20-25				9.05
21166	UPS			
	WWTP - UPS GIELOW SAMPLES	FRONT	09/02/2025	9.05
590-537-730.000	POSTAGE			
25903				9.05
21160	VAN'S FABRICATIONS			
	DPW - STEEL	FRONT	09/02/2025	12.00

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt
Inv Ref#	Description	Entered By		
GL Distribution	GRANT			
661-541-740.000	MATERIALS & SUPPLIES			
VC3-217575				12.00
21126	VC3, INC			
	MISC - MANAGE ON PREMISES MONTHLY FRONT	09/02/2025		1,228.60
101-301-941.000	COMPUTER/COPIER			204.76
505-537-941.000	COMPUTER/COPIER			204.76
582-537-941.000	COMPUTER/COPIER			204.77
590-537-941.000	COMPUTER/COPIER			204.77
591-537-941.000	COMPUTER/COPIER			204.77
101-441-941.000	COMPUTER/COPIER			204.77
0000015152				
21107	VILLAGE OF LEXINGTON			
	11 BACTERIA SAMPLES 08/11/2025 FRONT	09/02/2025		297.00
591-549-740.000	MATERIALS & SUPPLIES			297.00
JULY 2025				
21106	WESTBROOK HARDWARE			
	MISC ITEMS ALL DEPART. FRONT	09/02/2025		1,344.78
101-567-740.000	MATERIALS & SUPPLIES			82.74
101-770-740.000	MATERIALS & SUPPLIES			241.57
101-805-740.000	MATERIALS & SUPPLIES			10.28
505-537-740.000	MATERIALS & SUPPLIES			64.74
582-544-740.000	MATERIALS & SUPPLIES			7.16
582-553-740.000	MATERIALS & SUPPLIES			15.46
590-544-740.000	MATERIALS & SUPPLIES			334.58
101-448-740.000	MATERIALS & SUPPLIES			19.37
582-542-740.000	MATERIALS & SUPPLIES			36.77
582-540-740.000	MATERIALS & SUPPLIES			35.98
590-549-935.000	REPAIR & MAINT. - EQUIPMENT			99.38
591-542-740.000	MATERIALS & SUPPLIES			39.47
591-549-740.000	MATERIALS & SUPPLIES			47.54
101-265-740.000	MATERIALS & SUPPLIES			52.99
591-544-740.000	MATERIALS & SUPPLIES			18.77
582-544-733.000	TOOLS			16.99
101-790-740.000	MATERIALS & SUPPLIES			220.99
13868				
21162	WOLVERINE SALES & SERVICE INC.			
	EQUIP - BOSS BH12, SNOW PUSHER FRONT	09/02/2025		9,457.50
661-537-970.000	CAPITAL OUTLAY			9,457.50
# of Invoices:	70 # Due: 68	Totals:	609,965.11	4
# of Credit Memos:	0 # Due: 0	Totals:	0.00	
Net of Invoices and Credit Memos:			609,965.11	4

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt
Inv Ref#	Description	Entered By		
GL Distribution	GRANT			
--- TOTALS BY FUND ---				
101	- GENERAL FUND			
245	- NEIGHBORHOOD IMPROVEMENT AU		57,962.64	5
248	- DOWNTOWN DEVELOPMENT AUTHOR		1,241.37	
505	- AMBULANCE		125.00	
582	- ELECTRIC		1,248.19	
590	- WASTE WATER TREATMENT FUND		195,642.06	19
591	- WATER FUND		279,820.24	16
661	- DPW EQUIPMENT FUND		57,532.73	5
			16,392.88	1
--- TOTALS BY DEPT/ACTIVITY ---				
000	-			
101	- CITY COUNCIL		209.84	
215	- CITY CLERK		3,029.55	
265	- CITY HALL		102.47	
301	- POLICE DEPARTMENT		685.13	
336	- FIRE DEPARTMENT		764.40	
441	- DPW ADMINISTRATION		941.10	
443	- DPW SIDEWALKS		1,772.24	
444	- GROUNDS MAINTENANCE		43,271.48	4
448	- DPW STREET LIGHTING		30.30	
537	- ADMINISTRATION		3,589.19	
538	- ELECTRICITY		37,771.44	3
540	- CONSUMER SERVICE		184,432.85	18
541	- EQUIPMENT MAINTENANCE		35.98	
542	- NEW LINE CONSTRUCTION		6,935.38	
544	- LINE MAINTENANCE		8,329.48	
548	- GENERATION		48,666.29	4
549	- PLANT OPERATIONS/GENERATION		1,520.20	
551	- LIFT STATIONS		261,960.42	14
553	- WAREHOUSE/BLDG. MAINTENANCE		27.44	
567	- CEMETERY ADMINISTRATION		15.46	
651	- AMBULANCE OPERATIONS		171.45	
728	- ADMINISTRATION		731.32	
752	- PARKS & RECREATION ADMINIST		1,366.37	
770	- PARKS MAINTENANCE		334.03	
790	- LIBRARY		2,146.02	
805	- COMMUNITY CENTER		396.70	
			728.58	



CITY OF CROSWELL
 100 N. HOWARD AVE • CROSWELL, MICHIGAN 48422
 TELEPHONE (810) 679-2299 • FAX (810) 821-0777

GROSS PAYROLL / VACATION LEAVE-SUPERVIORS

PAYROLL PERIOD August 10-16, 2025

SUPERVISOR	HOURS PAID			VAC DAYS	BALANCE
PLANCK, AMY - ADMINISTRATOR	24			0	0
HOLBROOK, ANDREA - CLERK	40			0	7.81
STULL, HEATHER- TREASURER	40			0	10.25
NIGGEMEYER, TIM - EMS	40			0	37.5
SCHOEN, JASON - POLICE CHIEF	40			0	12

PAYROLL COST BY FUND FOR PAY PERIOD

4th Pay August Weekly

GENERAL	101 \$
MAJOR STREETS	202
LOCAL STREETS	203
TIFA	247
EDC	275
DDA	494
AMBULANCE	505
ELECTRIC	582
SEWER	590
WATER	591
EQUIPMENT	661
TOTAL \$	38,798.68

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 USDA, Assistant Secretary for Civil Rights, Washington, DC 20250-9410
 Call toll-free (866) 632-9992 (English) or TDD (800) 877-8339 or
 (866) 377-8642 (English Federal relay) or (800) 845-6136 (Spanish Federal relay)

City of Croswell Overtime Report
Department of Public Services

Pay Period 8-10-2025 to 8-16-2025

- Josh Carlson 8-13 Water tie in 3hrs ✓

Report Done By: Scott Young

XB

WASTERWATER TREATMENT PLANT OVERTIME REPORT

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CITY OF CROSWELL

100 N. HOWARD AVE • CROSWELL, MICHIGAN 48422
TELEPHONE (810) 679-2299 • FAX (810) 821-0777

GROSS PAYROLL / VACATION LEAVE-SUPERVIORS

PAYROLL PERIOD 8/10-8/16/25 and 8/17-8/23/25

SUPERVISOR	HOURS PAID			VAC DAYS	BALANCE
PLANCK, AMY - ADMINISTRATOR	24			0	0
HOLBROOK, ANDREA - CLERK	40			0	7.81
STULL, HEATHER- TREASURER	40			1	9.225
NIGGEMEYER, TIM - EMS	40			1	36.5
SCHOEN, JASON - POLICE CHIEF	40			0	12

PAYROLL COST BY FUND FOR PAY PERIOD

5th Pay August

GENERAL	101 \$
MAJOR STREETS	202
LOCAL STREETS	203
TIFA	247
EDC	275
DDA	494
AMBULANCE	505
ELECTRIC	582
SEWER	590
WATER	591
EQUIPMENT	661
TOTAL \$ <u>49,652.69</u>	

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(866) 377-8642 (English Federal relay) or (800) 845-6136 (Spanish Federal relay)

City of Croswell Overtime Report
Department of Public Services

Pay Period 8-17-2025 to 8-23-2025

- Scott Young 8-21 tie in 2hrs ✓
8-22 tie in 6hrs ✓
- Josh Carlson 8-21 tie in 2hrs ✓
8-22 tie in 2hrs ✓
- Chad Adams 8-22 Bees at Park 3hrs ✓
8-23 Water leak 3hrs ✓

Report Done By: Scott Young

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WASTERWATER TREATMENT PLANT OVERTIME REPORT

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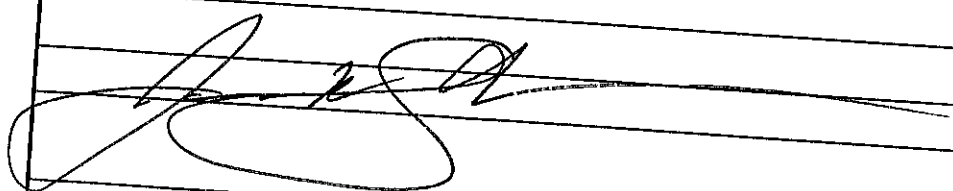
City of Croswell
100 North Howard Avenue – Croswell, MI 48422
(810) 679-2299

**Office of the City Administrator
Overtime Report**

Department
Croswell Police
Dept.

Supervisor
Chief J. Schoen

No Overtime this
pay period

A large, stylized handwritten signature in black ink, spanning across the first few lines of the report's body.