



## CITY of NOVI CITY COUNCIL

**Agenda Item: F**  
**May 8, 2017**

**SUBJECT:** Adoption of Resolution seeking reimbursement from Oakland County for expenses associated with the City of Novi's annual Mosquito Control Program.

**SUBMITTING DEPARTMENT:** Department of Public Services – Field Operations Division *MW*

**CITY MANAGER APPROVAL:** *[Signature]*

### **BACKGROUND INFORMATION:**

The Department of Public Services continues to work with Oakland County Health Division officials to identify and destroy mosquito habitats to prevent the spread of the West Nile Virus (and incidentally, the Zika Virus). By participating in the County's program, DPS's Field Operations Division has been effectively treating catch basins and standing water areas with chemical pesticide briquettes. The briquettes are distributed annually in late spring, and are effective for 180 days.

County health officials continue to emphasize the importance of public education on mosquito control, early source reduction, and strong personal protection measures. City staff promotes public awareness of these topics on Channel 13 and the City's website, at homeowner association meetings, and Novi's Spring Palooza.

The Oakland County Board of Commissioners has approved this year's reimbursement for West Nile Virus expenses incurred by cities, villages and townships (CVT). Each qualifying CVT receives funds according to a formula established by the County (75% for populations/25% for total square miles). This year the City's reimbursement will be \$8,249.42. The cost to purchase the required amount of chemical briquettes was \$13,714.58, or a difference of \$5,465.16, which was expended against the Drain Fund.

**RECOMMENDED ACTION:** Adoption of Resolution seeking reimbursement from Oakland County for expenses associated with the City of Novi's annual Mosquito Control Program.

**CITY OF NOVI**  
**COUNTY OF OAKLAND, MICHIGAN**

**RESOLUTION**  
**AUTHORIZING WEST NILE VIRUS FUND EXPENSE**  
**REIMBURSEMENT REQUEST**

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on \_\_\_\_\_, \_\_\_\_\_, at \_\_\_\_ o'clock P.M. Prevailling Eastern Time.

PRESENT: Councilmembers \_\_\_\_\_

ABSENT: Councilmembers \_\_\_\_\_

The following preamble and Resolution were offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_.

**WHEREAS;** the Oakland County Board of Commissioners has established a West Nile Virus Fund Program to assist Oakland County cities, villages, and townships in addressing mosquito control activities; and,

**WHEREAS;** Oakland County's West Nile Virus Fund Program authorizes Oakland County cities, villages, and townships to apply for reimbursement of expenses incurred in connection with mosquito protection activities, mosquito larviciding; and,

**WHEREAS;** the City of Novi has incurred expenses in connection with mosquito control activities; and,

**WHEREAS;** the City of Novi is eligible for reimbursement under Oakland County's West Nile Virus Fund Program.

**NOW, THEREFORE, BE IT RESOLVED**, that the Novi City Council authorizes the Department of Public Services, Field Operations Senior Manager, Matt Wiktorowski, as agent for the City of Novi, to request reimbursement for mosquito control activities under Oakland County's West Nile Virus Fund Program.

**AYES:**

**NAYS:**

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Cortney Hanson, City Clerk

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this \_\_\_\_\_ day of \_\_\_\_\_, 2017, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

\_\_\_\_\_  
Cortney Hanson, City Clerk  
City of Novi



March 21, 2017

**VIA E-MAIL**

Ms. Kristina Ottenwess  
Oakland County Health Department  
1200 N. Telegraph, 34-E  
Pontiac MI 48341

**Re: Reimbursement from the West Nile Virus Fund Request**

Dear Ms. Ottenwess:

The City of Novi would like to request reimbursement for expenses we expect to incur this year to purchase larvicide tablets for distribution into catch basins and public ponds. Attached for your review is the City of Novi's mosquito control project description and a quote for 17 cases of Natular XRT tablets (\$13,714.58).

Currently, we have 17 cases of Natular XRT tablets that we will be distributing into catch basins and public ponds during the month of April.

In addition to larviciding, the City promotes mosquito control activities at community events and homeowner association meetings, on cable television, the City's website, and through community newsletters.

If approved for reimbursement, we will submit an authorizing resolution to your office by June 30, 2017 and product invoices to your office by August 18, 2017.

If you have any questions regarding our program, please contact me.

Sincerely,

Matt Wiktorowski  
Field Operations Senior Manager

Enclosures

cc: Victor Cardenas, Assistant City Manager  
Carl Johnson, Finance Director  
Jerry Tremblay, Roadway Asset Manager  
Howard Aube, DPS

**CITY COUNCIL**

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**Mayor Pro Tem**  
Dave Staudt

Andrew Mutch

Wayne M. Wrobel

Laura Marie Casey

Gwen Markham

Brian Burke

**City Manager**  
Peter E. Auger

**City Clerk**  
Cortney Hanson

**City of Novi**  
45175 Ten Mile Road  
Novi, Michigan 48375  
248.347.0460  
248.347.0577 fax

cityofnovi.org

## **PROJECT DESCRIPTION**

For the past 14 years, the Public Services Field Operations Division has executed a larvicide briquette program. The program consists of distributing briquettes/tablets into catch basins and public ponds as recommended by Oakland County. Each application is effective for approximately 180 days.

The City of Novi continually promotes mosquito control activities through public education, basin cleaning, and monitoring for potential mosquito breeding areas.



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**QUOTATION**

B City of Novi Public Works Department (004749)  
 I Matt Wiktorowski  
 L 45175 W. Ten Mile Road  
 L Finance Department  
 Novi, MI 48375-3006  
 T 248-735-5640  
 O 248-735-5659

S City of Novi Public Works Department  
 H Matt Wiktorowski  
 I 26300 Lee BeGole Drive  
 P Formerly Delwal Drive  
 Novi, MI 48375-1247  
 T 248-735-5640  
 O

Address ID: 000002

Quotation #	Quote Date	Salesperson	Written by	Valid to
0002016877	03/17/17	Chris Novak	Stephanie Rodriguez - Sales Assoc.	04/28/17

Delivery Method	Terms
United Parcel Post	Net 30 Days

Item #	Item Description	Qty Ordered	Unit Price	Extended Price
11850	NATULAR XRT TABLET	17 cs	849.20/cs	13,714.58

\*\* Extended Price reflects a discount of: 721.82

US EPA Current Label

<b>Order total</b>	13,714.58
<b>Total</b>	<u>13,714.58</u>

\* For your convenience we also accept Visa and MasterCard

Clarke will charge applicable sales taxes unless a valid exemption certificate is Emailed to: [accountsreceivable@clarke.com](mailto:accountsreceivable@clarke.com) or faxed to: 630-672-7439

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