

PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL

For the Regular Meeting of MONDAY, June 7, 2010.

The Meeting was called to order at 7:30 p.m. by Mayor Jim Hodges and City Clerk Betty Morlock called the roll.

Present: Councilmembers Maryalene LaPonsie, Andrew Schrauben, Mayor Pro Tem Sharon Ellison and Mayor James Hodges.

Absent: Councilmember Jeffrey Altoft.

Also Present: City Manager David Pasquale, City Clerk Betty Morlock, Chief of Police James Hinton, Director of Public Works Dan DesJarden, City Treasurer Suzanne Olin, Lowell Light and Power General Manager Greg Pierce, Water Distribution Supervisor Bob Robinson and Planning Commissioner Jim Hall.

IT WAS MOVED BY LAPONSIE and seconded by ELLISON to excuse the absence of Councilmember Altoft.

YEA: 4. NAY: 0. ABSENT: 1. MOTION CARRIED.

Item #1. **APPROVAL OF THE AGENDA**

IT WAS MOVED BY ELLISON and supported by LAPONSIE to approve the agenda as written.

YEA: 4. NAY: 0. ABSENT: 1. MOTION CARRIED.

Item #2. **APPROVAL OF THE MINUTES OF THE MAY 17, 2010 MEETING.**

IT WAS MOVED BY ELLISON and supported by LAPONSIE to approve the minutes of the May 17, 2010 regular meeting as corrected.

YEA: 4. NAY: 0. ABSENT: 1. MOTION CARRIED.

Item #3. **APPROVAL OF THE ACCOUNTS PAYABLE.**

IT WAS MOVED BY ELLISON and supported by LAPONSIE that the bills and accounts payable be allowed and the warrants issued.

YEA: Councilmembers LaPonsie, Schrauben, Mayor Pro Tem Ellison and Mayor Hodges.

NAY: 0. ABSENT: 1. MOTION CARRIED.

BILLS AND ACCOUNTS PAYABLE (06/07/10)

GENERAL FUND	\$78,510.04
MAJOR STREET FUND	1,308.96
LOCAL STREET FUND	651.04
DDA FUND	14,503.49
AIRPORT FUND	439.32
WASTEWATER FUND	48521.93
WATER FUND	16,466.54
DATA PROCESSING FUND	56.25
EQUIPMENT FUND	38.44
CURRENT TAX FUND	13,538.88

Mayor Pro Tem Ellison questioned the bill from Comcast for the DPW cable. City Treasurer Sue Olin explained cable is necessary to have access to the weather channel.

Item #4. **CITIZENS COMMENTS FOR ITEMS NOT ON THE AGENDA.** Representing Women of the Moose, Angie Fonger-Carlson of 619 N. Monroe, wished to have a BBQ Cook off and is requesting the alley behind the 200 block of Main Street be blocked off for the day of Saturday July 17th from 10 a.m. to 7 p.m.

IT WAS MOVED BY LAPONSIE and seconded by SCHRAUBEN to approve the closure of the alley behind the 200 block of Main Street on Saturday, July 17, 2010 from 10 a.m. to 7 p.m. pending coordination with the Lowell Police Department as requested by the Women of the Moose.

YEA: 4. NAY: 0. ABSENT: 1. MOTION CARRIED.

Ken Gregerson of 938 N. Washington noted Councilmember Jeff Altoft is on vacation and will not be attending the Council meeting.

Gregerson also stated there are two dead pine trees located on City property next to his. He requested permission to cut the pine trees down before these fall onto his garage. DPW DesJarden stated he would look at the trees.

Item #5. **ADOPTION OF THE 2009-2010 BUDGET AMENDMENTS.** As required by State Law, the City Council must review and approve final adjustments to the City's operating funds. City Treasurer Sue Olin prepared a list of each affected fund.

Olin explained the budget is forecasted as well as possible. However, many issues can happen during the course of a year. Many grants were received and the winter was not as heavy as previous years.

Mayor Pro Tem Ellison questioned the Wastewater Fund expenditures. She questioned the amount amended. Olin explained this is a mistake and needs to be corrected.

IT WAS MOVED BY ELLISON and seconded by LAPONSIE to adopt the 2009 – 2010 budget amendments as corrected.

YEA: 4. NAY: 0. ABSENT: 1. MOTION CARRIED.

Item #6. **CONSIDERATION AND ADOPTION OF THE 2010-2011 OPERATING BUDGET, SET MILLAGE RATE AND HOLD PUBLIC HEARING.** At the last meeting, the Council reviewed each of the funds. One change has been made involving the Assessor Budget. The site visits budget for the Assessor has been reduced from \$14,900 to \$8,000 after consultation with Jeff and Deb Rashid. Jeff Rashid provided a letter explaining the annual inspection of property.

The General Fund expenditures were lowered to \$2,453,569 (from \$2,460,100). The fund balance has been raised to \$226,751 (from \$212,651) being 9.2% of planned expenditures. Councilmember Schrauben asked for a summary of the \$14,100 difference, which City Treasurer Sue Olin agreed to provide.

Also, equivalent to one mill has been set aside toward street improvements. Ordinarily this would have gone to the fund balance. But by Council direction, this is allocated toward street repair and upgrades.

Outside of minor grammatical corrections, there are no changes from any of the proposed budgets.

Mayor Hodges noted the mileage rate is proposed to remain the same at 15.83 mills. There is also an additional 0.25 mills that was approved by the voters for the Lowell Area Historical Museum in November, 2002.

IT WAS MOVED BY ELLISON and seconded by SCHRAUBEN to set the City millage rate at 15.83 mills plus the 0.25 mills for the Lowell Area Historical Museum.

YEA: Councilmembers LaPonsie, Schrauben, Mayor Pro Tem Ellison and Mayor Hodges.

NAY: 0. ABSENT: 1. (Councilmember Altoft) MOTION CARRIED.

IT WAS MOVED BY LAPONSIE and seconded by ELLISON to adopt the budget as presented.

YEA: Councilmembers LaPonsie, Schrauben, Mayor Pro tem Ellison and Mayor Hodges.

NAY: 0. ABSENT: 1. (Councilmember Altoft) MOTION CARRIED.

Item #7. **RESOLUTION TO RETAIN WATER AND SANITARY SEWER RATES.** After review of the proposed operating budgets for water and wastewater, City Manager Pasquale proposed that the current rates for these utilities be retained for the second year in a row.

The water consumption rate will continue to be \$1.45 per thousand gallons per month with the readiness to serve rate to retain at \$23.68 per month for residential usage.

For sewer, the residential user rate continues at \$3.38 per thousand gallons per month. The readiness to serve charges still are \$20.10 per residence.

Barb Barber of 318 King St. questioned if there was any outstanding debt on the Water Treatment and the Wastewater Sewer Treatment Plants. City Manager Pasquale responded yes and noted the Wastewater Treatment Plant fund bond will be paid off in 2012 and the Water Treatment Plant bond will be paid in 2017. There is also a bond on water main improvements. Barber asked if the readiness to serve charges would decrease at that time. Pasquale noted the Wastewater Treatment Plant is 25 years old. The City needs to determine if there are any necessary improvements for the plant and would it be necessary to have a new bond. Superintendent Mark Mundt will provide recommendations.

Mayor Pro Tem Ellison thanked Barber for her concern and the information she provided to the City concerning the water rates. The City has very good water and comes at a cost.

IT WAS MOVED BY ELLISON and seconded by LAPONSIE to approve the resolution to retain the water and sanitary sewer rates.

YEA: 4. (Councilmember LaPonsie, Schrauben, Mayor Pro Tem Ellison and Mayor Hodges)

NAY: 0. ABSENT: 1. (Councilmember Altoft) MOTION CARRIED.

Item #8. **ENGLEHARDT PUBLIC LIBRARY ROOF BIDS.** The library roof, soffit and fascia have been in need of replacement. Bids from local contractors were sought to accomplish this work. A total of \$50,000 has been provided from the Lowell Area Community Fund and \$10,000 from the LCTV Endowment Fund to this project.

A low bid of \$42,500 was received from Richard Anderson Builders.

There will also be other repair work that will be necessary to the library building.

City Manager Pasquale recommended the bid from Richard Anderson Builders be approved to repair the library roofing project at a cost of \$42,500.

DPW DesJarden explained all three companies were invited to the job site at the same time. Everyone was in agreement as to what repairs were needed. The received bids are just worded differently.

Councilmember LaPonsie questioned how long the roof has been leaking. Mayor Hodges responded on and off for about three years.

IT WAS MOVED BY ELLISON and seconded by LAPONSIE to approve the low bid from Richard Anderson Builders in the amount of \$42,500 for the library roofing project.

YEA: 4. NAY: 0. ABSENT: 1. MOTION CARRIED.

Item #9. **NORTHWEST BOOSTER PUMP STATION IMPROVEMENTS.** Water Distribution Supervisor Bob Robinson explained improvements need to be done at the northwest pump station (Gee Drive).

There were four companies in attendance at a mandatory prebid meeting. Sealed bids were received and opened on May 13, 2010.

The bids received were:

- Franklin Holwerda Company \$9,450
- Jaran Construction \$16,650

Robinson recommended the Council award the northwest booster pump station improvements project to Franklin Holwerda Company at a cost of \$9,450 allocated from the Water Fund.

IT WAS MOVED BY LAPONSIE and seconded by SCHRAUBEN to approve the low bid from Franklin Holwerda Company at a cost of \$9,450 allocated from the Water Fund.

YEA: 4. NAY: 0. ABSENT: 1. MOTION CARRIED.

Item #10. **DISPATCH AGREEMENTS**

- A. Letter of understanding extending dispatch agreement with City of Walker until October 4, 2010. The City has had an off hours dispatching agreement with the City of Walker since 1992. It expires at the end of June. The Kent County Dispatch Authority is still moving ahead with the different dispatching centers within Kent County. However, the Kent County Sheriff's Department will not be ready to accept business until October. A letter of Understanding to amend the contract with the City Walker has been submitted. This will extend the current contract verbiage 3 months and 4 days until the Kent County Sheriff's Department will be ready to take over dispatching services.
- B. Resolution approving and authorizing the execution of a dispatch agreement between the City and Kent County. Kent County wishes to have one agreement to fit all the communities within Kent County. After review by City Attorney Richard Wendt and attorneys from Kent County, the current contract appears favorable.

IT WAS MOVED BY ELLISON and seconded by LAPONSIE to approve the letter of understanding with the City of Walker for off-hour police dispatching services until October 4, 2010.

YEA: 4. NAY: 0. ABSENT: 1. MOTION CARRIED.

IT WAS MOVED BY LAPONSIE and seconded by SCHRAUBEN to approve the resolution authorizing the execution of a dispatch agreement between the City and Kent County.

YEA: 4. (Councilmembers LaPonsie, Schrauben, Mayor Pro Tem Ellison and Mayor Hodges).

NAY: 0. ABSENT: 1. (Councilmember Altoft) MOTION CARRIED.

Item #11. **990 NORTH WASHINGTON OUT BUILDINGS – FURTHER REVIEW AND DISCUSSION**. Gary Dietzel of 990 N. Washington thanked the Council for their consideration and time regarding the out buildings. A structural engineer visited his home. It appears the block storage building would be too costly to repair. However, the brick building seems to be structurally sound.

An estimate of \$750 would provide a sealed plan to Vergennes Township for the project. Also, Dietzel indicated he and Sandy Bartlett would be willing to invest \$2,000 into the project.

Councilmember LaPonsie asked if the project would cost more to do separately as opposed to being bundled with other smaller projects. DesJarden noted their intent was to hold off on the Lowell Light and Power slab and then add on the Boy Scout Shooting Range.

LaPonsie stated she did not have a problem if Dietzel wanted to pay the cost of putting together plans and providing an estimate for the brick pump house building. Ellison agreed if he wanted to provide the blue print and then submit this to the City with an estimate. If a plan is submitted, she also wanted a time line in place due to safety issues.

City Manager Pasquale explained the key is to have the Vergennes Township building inspector review the plan to ensure what is being proposed is the code.

Pasquale requested the lease be taken care of at the same time.

DesJarden asked if he should make contact with the contractors for demolition on the rest of it, excluding the brick building. Dietzel noted the block building will be demolished.

A date of August 2, 2010 was set for the issue to come back to City Council for review.

Item #12. **MANAGERS REPORT**.

1. The following boards and commissions meetings minutes were provided:

- Grand Valley Metro Council – Transportation Policy Committee meeting of April 21, 2010
- Downtown Development Authority meeting of April 15, 2010
- Planning Commission meeting of April 26, 2010

- Airport Board meeting of May 4, 2010
- 2. As requested from Council, the results of the recycle survey was provided.
- 3. A letter from the Kent District Library noting KDL Director Martha Esch is retiring on June 18 after 17 years in the library system and nine as Library Director.
- 4. All those in attendance during Mayor Exchange with the City of Greenville felt it was worth while. The visit to Greenville will be held on Thursday, June 10, 2010.

A worksession was set for August 9, 2010 at 7:00 to discuss yard waste and recycling issues.

Item #13. **COUNCIL COMMENTS**. Councilmember Schrauben noted Coffee with Council went very well this past Saturday. He encouraged everyone to keep coming.

Mayor Pro Tem Ellison received a comment from Friends from the Library who was concerned regarding the lack of quality of cleaning of the restrooms in the library. She suggested hand dryers rather than paper towels.

Ellison also mentioned Frank Hammond (running for State Representative) stopped in for a visit.

Ellison received a comment from an individual who is missing items at the cemetery. It seems there is confusion about the rules and what can be placed on grave sites. Ellison suggested Morlock present the rules at the next meeting.

Mayor Hodges commented on the Memorial Day Parade and the work done by Dave and Jan Thompson. The Lowell Memorial Parade is a tribute to those who gave their lives.

Hodges noted the Mayor Exchange Day went very well with the City of Greenville. There were many discussions held regarding the City's facilities. The City of Lowell will visit Greenville and learn more about their composting program.

Item #14. **APPOINTMENTS**. By general consensus, the Council made the following appointments:

Planning Commission		<u>Term Expires</u>
Barb Brown	reappointment	06-30-2013
Al Mathews	appointment	06-30-2013
Board of Light and Power		
Jim Hall	reappointment	06-30-2013
Jim Valentine	reappointment	06-30-2013
Board of Review		
Jim Wood	reappointment	06-30-2013

Arbor Board			
Jim Reagan	reappointment		06-30-2013
Lowell Officers Compensation Commission			
Roger LaWarre	reappointment		06-30-2015

IT WAS MOVED BY ELLISON to adjourn at 8:35 p.m.

DATE:

APPROVED:

James W. Hodges, Mayor

Betty R. Morlock, City Clerk