

CITY OF LOWELL
MICHIGAN
CITY COUNCIL
AGENDA

FOR THE REGULAR MEETING OF THE LOWELL CITY COUNCIL

TUESDAY, SEPTEMBER 6, 2011, 7:30 P.M.

AT
LOWELL CITY HALL
CITY COUNCIL CHAMBERS
SECOND FLOOR
301 EAST MAIN STREET

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE, ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF THE REGULAR MINUTES OF THE AUGUST 15, 2011 MEETING
4. APPROVAL OF ACCOUNTS PAYABLE
5. CITIZENS' COMMENTS FOR ITEMS NOT ON THE AGENDA
6. PENDING COUNCIL PROJECTS REPORT
7. RESOLUTION TO PROVIDE FOR THE DESIGNATION OF SEPTEMBER 16, 2011 AS "PRISONER OF WAR/MISSING IN ACTION RECOGNITION DAY"
8. REQUEST FROM LARKIN'S RESTAURANT TO CLOSE BROADWAY ON SATURDAY, OCTOBER 8, 2011 FOR THE CHILI COOK OFF
9. JICE PHARMACEUTICALS (218 S. WASHINGTON AND 320 KENT STREET) APPLICATION FOR AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE (P.A. 198) – PUBLIC HEARING
10. APPROVAL OF CONTRACT TO WILLIAMS & WORKS FOR ENGINEERING SERVICES OF THE HILLSIDE COURT PAVEMENT REHABILITATION PROJECT
11. AWARD OF CONTRACT FOR CRACK SEALING OF VARIOUS STREETS IN THE CITY
12. AWARD OF CONTRACT FOR REPAIR TO OTTAWA AND BROOK STREETS AND CONSIDERATION OF AN ADDITIONAL CONTRACT FOR MAPLE AND GRAND STREETS
13. RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF QUIT CLAIM DEED IN FAVOR OF CITIMORTGAGE, INC. OF A PARCEL OF PROPERTY APPROXIMATELY 35' X 135' ON NORTH HUDSON
14. CONSIDERATION OF AMENDING THE CEMETERY RULES AND REGULATION
15. APPOINTMENT OF OFFICER DELEGATE FROM THE CITY FOR THE MUNICIPAL EMPLOYEES RETIREMENT SYSTEM (MERS) ANNUAL MEETING
16. UPDATE ON THE BIO-DIGESTION PROJECT

17. COUNCIL REPORTS AND COMMENTS
18. CITY MANAGER'S REPORT
19. APPOINTMENTS
20. ADJOURNMENT

NOTE: Any person who wishes to speak on an item included on the printed meeting agenda may do so. Speakers will be recognized by the Chair, at which time they will be required to state their name and will be allowed five (5) minutes maximum to address the Council. A speaker representing a subdivision association or group will be allowed ten (10) minutes to address the Council.



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MEMORANDUM

TO: Mayor Hodges and City Council
FROM: Mark Howe, City Manager
RE: Council Agenda for **TUESDAY**, September 6, 2011

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE, ROLL CALL.
2. APPROVAL OF THE AGENDA.
3. APPROVAL OF THE REGULAR MINUTES OF AUGUST 15, 2011 MEETING.
4. APPROVAL OF ACCOUNTS PAYABLE.
5. CITIZENS' COMMENTS FOR ITEMS NOT ON THE AGEANDA.
6. PENDING COUNCIL PROJECTS UPDATE.
7. RESOLUTION TO PROVIDE FOR THE DESIGNATION OF SEPTEMBER 16, 2011 AS "PRISONER OF WAR/MISSING IN ACTION RECOGNITION DAY".

The Michael J. Bost Chapter 18 of the Vietnam Veterans of America will observe Prisoner of War/Missing in Action Recognition Day on Friday, September 16, 2011. A brief ceremony will be held at 2:00 p.m. in the chapel of the Michigan Home for Veterans in Grand Rapids.

The attached resolution proclaiming Prisoner of War/Missing in Action Day will be presented by Mayor Hodges during the above mentioned ceremony.

8. REQUEST FROM LARKIN'S RESTAURANT TO CLOSE BROADWAY ON SATURDAY, OCTOBER 8, 2011 FOR THE CHILI COOK OFF.

As part of the Harvest Festival scheduled for Saturday, October 9th, Larkin's will hold its tenth Annual Chili Cook Off from 7 a.m. to 7 p.m. Broadway once again is requested to be closed from the alley by the Post Office to the Main Street intersection.

9. JICE PHARMACEUTICALS (218 S. WASHINGTON AND 320 KENT STREET) APPLICATION FOR AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE (P.A. 198) – PUBLIC HEARING.

As noted in the previous meeting, Jice Pharmaceuticals is planning an expansion to their existing office and manufacturing areas and the construction of a 60' x 100' metal building. This totals \$200,000 in building improvements and \$20,000 in machinery and equipment. This would qualify Jice

Pharmaceuticals for a 0.50% tax abatement under Public Act 198 for 2 years under the current City policy. Because the property is entirely within the Downtown Development Authority District any deferred tax revenue would impact only the DDA.

After conducting a public hearing, the Council may consider a recommendation for approval to the State Tax Commission involving the Jice Pharmaceuticals IFT certificate.

10. APPROVAL OF CONTRACT TO WILLIAMS & WORKS FOR ENGINEERING SERVICES OF THE HILLSIDE COURT PAVEMENT REHABILITATION PROJECT.

Attached is a letter and proposal for engineering services for Hillside Court Pavement Rehabilitation from Williams & Works.

11. AWARD OF CONTRACT FOR CRACK SEALING OF VARIOUS STREETS IN THE CITY.

We received bids from five contractors for crack sealing work on various streets within the city after forwarding the specifications to eight contractors. Only three of the five contractors were able to meet our specifications which we obtained from our engineering firm, Williams and Works. One contractor submitted an original bid for less than 18,000 lineal feet so we asked that contractor to submit a bid extending its original per lineal foot price to the 18,000 lineal feet.

We are recommending that the Council approve the lowest bid from A-1 Asphalt for \$9,849.

12. AWARD OF CONTRACT FOR REPAIR TO OTTAWA AND BROOK STREETS AND CONSIDERATION OF AN ADDITIONAL CONTRACT FOR MAPLE AND GRAND STREETS.

We received only one bid for this project after contacting several contractors. It seems that most contractors are getting out of the chip sealing business.

We recommend that the Council approve the bid from Snyder Asphalt Inc. for \$26,440 for repair and chip sealing to Ottawa and Brook Streets.

In addition, City DPW crews have been able to repair portions of Maple and Grand Streets in this same area. We asked Snyder Asphalt to also submit a bid to chip seal these two streets so that this entire area will be completed. Attached is an update of the previous budget breakdown that I provided to you showing that if you approve this project we will still be under our original estimates by \$17,900.

We recommend that the Council approve the bid from Snyder Asphalt Inc., for \$11,000 for chip sealing Maple and Grand Streets.

13. RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF QUIT CLAIM DEED IN FAVOR OF CITIMORTGAGE, INC., OF A PARCEL OF PROPERTY APPROXIMATELY 35' X 135' ON NORTH HUDSON.

Attached is a resolution to approve the execution of a Quit Claim Deed in favor of CitiMortgage, Inc., and letter of explanation from City Attorney Dick Wendt.

14. CONSIDERATION OF AMENDING THE CEMETERY RULES AND REGULATIONS.

During your workshop on August 29 we discussed a change in the Cemetery Rules that would allow a combination of urns and Shepard's hooks but not to exceed two items total. Attached is a proposed change in the Cemetery Rules to reflect that discussion.

15. APPOINTMENT OF OFFICER DELEGATE FROM THE CITY FOR THE MUNICIPAL EMPLOYEES RETIREMENT SYSTEM (MERS) ANNUAL MEETING.

The 2011 Municipal Employees' Retirement (MERS) Annual Meeting is being held this year September 27-29 at the Grand Traverse Resort. Ballots were distributed to the employees to vote for who would represent the City of Lowell as the Employee delegate and alternate. Results of ballots are as follows:

Bob Robinson Employee Delegate
Tom Russo Employee Alternate

We also need to appoint an Employer delegate and alternate. I recommend that you appoint Mark Howe as the Employer Delegate and Dan DesJarden as the Employer Alternate.

16. UPDATE ON THE BIO-DIGESTION PROJECT.

Light and Power Superintendent Greg Pierce will make a presentation on the proposed bio-digestion project.

17. COUNCIL REPORTS AND COMMENTS.

Andrew Schrauben	Lowell Airport Board Parks and Recreation Commission Lowell Area Recreation Authority
Maryalene LaPonsie	Planning Commission Zoning Board of Appeals Lowell Area Fire and Emergency Services Authority
Jeff Altoft	Board of Review Downtown Development Authority
Sharon Ellison	Arbor Board LCTV Endowment Board
Jim Hodges	Lowell Light and Power Chamber of Commerce Board of Directors Look Memorial Fund
Commissions without Representatives:	Downtown Historic District Commission Construction Board of Appeals Building Authority Local Officers Compensation Commission

18. CITY MANAGER'S REPORT.

The City Manager's Report is attached.

19. APPOINTMENTS.

The following boards or commissions positions need appointment or reappointment:

<u>Appointment</u>	<u>Term Expires</u>
Board of Review, Alternate Position	none

20. ADJOURNMENT.