

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
MONDAY, MARCH 5, 2012**

1. **CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL**

The Meeting was called to order at 7:00 p.m. by Mayor Hodges and Deputy City Clerk Susan Ullery called the roll.

Present: Councilmembers Jim Hall, Andrew Schrauben, Jim Valentine, Mayor Pro Tem Ellison and Mayor Jim Hodges.

Absent: None.

Also Present: City Manager Mark Howe, Deputy City Clerk Susan Ullery, Chief of Police Barry Getzen and DPW Director Dan Desjarden.

2. **APPROVAL OF THE AGENDA.**

IT WAS MOVED BY ELLISON and seconded by HALL to approve the agenda as presented.

YEA: 5. NAY: 0. ABSENT: 0. MOTION CARRIED.

3. **APPROVAL OF THE MINUTES**

IT WAS MOVED BY ELLISON and seconded by SCHRAUBEN to approve the regular minutes of the February 21, 2012 meeting as presented.

YEA: 5. NAY: 0. ABSENT: 0. MOTION CARRIED.

4. **APPROVAL OF THE ACCOUNTS PAYABLES.**

IT WAS MOVED BY ELLISON and seconded by HALL that the bills and accounts payables be allowed and the warrants issued.

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

NAY: None. ABSENT: None. MOTION CARRIED.

<u>BILLS AND ACCOUNTS PAYABLE (03/05/12)</u>	
GENERAL FUND	\$33,024.18
MAJOR STREET FUND	453.78
LOCAL STREET FUND	453.78
AIRPORT FUND	3,000.00
WASTEWATER FUND	36,758.48
WATER FUND	5,155.57

DATA PROCESSING FUND	693.75
EQUIPMENT FUND	2,982.49
CURRENT TAX FUND	78,675.78

5. **CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.** No comments were received.

6. **OLD BUSINESS**

A. **PENDING COUNCIL PROJECTS UPDATE.** No comments were received.

B. **WATER INFILTRATION PRESENTATION, DENNIS BENOIT OF HUBBELL, ROTH AND CLARK, INC.** Dennis Benoit of Hubbell, Roth and Clark, Inc. presented his findings regarding the exploration of the potential I&I In District 1, which includes most of the areas west of the railroad tracks where they intersect Main Street near Smith Street.

The results of the second phase of the study were delivered to the city in a report dated July 8, 2011. After reviewing the report, city staff began the process of evaluating video of the lines in the Valley Vista area to see if we could collect additional data to help determine the “top tier” homes that might be contributing to inflow. The city also conducted smoke testing and dye testing of commercial buildings in the area and did find one building in which the roof drains were contributing to inflow.

Howe has been researching grant or other funding opportunities that may provide some assistance in addressing I&I mitigation needs. While there does not seem to be any direct grant opportunities there is one possibility Howe will research further which may provide some technical assistance to help evaluate and prioritize I&I mitigation projects efficiently.

The next steps to come out of the presentation include:

- Develop the 2012-13 budget toward evaluation and implementation of I&I mitigation projects.
- Investigating cost-effective ways to measure the groundwater in the Valley Vista area.
- Evaluating the effectiveness of the current underdrain installed west of the Valley Vista neighborhood and exploring the possibility of a regional underdrain for the neighborhood.
- Developing an incentive program to encourage homeowners to disconnect foundation drains from the sanitary sewer system.
- Exploring In-situ lining of the main sewer lines and service leads.
- Evaluating I&I mitigation projects against the cost of wastewater treatment plant expansion.
  - Develop cost estimates of alternatives.
  - Develop cost estimates of plant expansion.
- Explore District 2 to narrow/eliminate sources.

Although there is no recommended action at this time, discussion on the above items will assist the council in preparing a strategic plan to address and mitigate I&I into the sanitary sewer system.

7. **NEW BUSINESS**

- A. **ELECTED OFFICERS COMPENSATION COMMISSION REPORT.** Teresa Beachum from The Elected Officers Compensation Commission provided a report regarding their recommendations for 2012.

The first item of business involved the compensation package of the Lowell Light and Power Board of Directors. The Commission recommended the level remain at \$25.00 per meeting. The Commission further recommended that the number of meetings for which the Board members are compensated be increased to a maximum of 20 meeting, with the annual compensation not to exceed \$500 per year.

The second item of business involved the compensation package for the Mayor and the City Council members. The Commission recommended the level remain at \$38.00 per meeting up to 35 meetings for a maximum annual compensation of \$1330.00. Further, it is recommended that the Mayor continue at the current level of \$43.00 per meeting up to 35 meetings for a maximum annual compensation of \$1505.00.

No further action was taken.

- B. **SPECIAL EVENT REQUEST, WEST MICHIGAN STAGE THREE BICYCLE RACE, MAY 20, 2012.** Brian Bangma requested the use of Main Street and Riverside Drive as well as portions of the Riverwalk and the city parking lot located north of the 200 block of East Main Street to conduct a bicycle race on Sunday, May 20, 2012.

Police Chief Getzen provided a report outlining the event.

It was recommended the Lowell City Council approve the closing of streets and use of city facilities for a bicycle race to be conducted on May 20, 2012, from 7 a.m. to 3 p.m.

IT WAS MOVED BY VALENTINE and seconded by SCHRAUBEN to approve the closing of Main Street and Riverside Drive as well as portions of the Riverwalk and the City parking lot located north of the 200 block of East Main Street to conduct a bicycle race on Sunday, May 20, 2012, from 7 a.m. to 3 p.m.

YEA: 5.                      NAY:                      0.                      ABSENT:                      0.                      MOTION CARRIED.

8. **COUNCIL COMMENTS.**

Councilmember Hall stated the Planning Commission recently approved preliminary plans for O'Reilly Auto Parts at 1427 West Main Street and Garage of Lowell at 2400 West Main Street.

Councilmember Schrauben stated the Airport Board will meet on March 6, 2012. Also, Parks and Recreation Commission and Lowell Area Recreation Authority will meet later in the month.

Councilmember Valentine stated the Lowell Area Fire and Emergency Services Authority met on February 27, 2012. An amount of \$250,290.00 was approved for the 2012/2013 budget. Also, discussion was held regarding an amendment for liability insurance and its additional cost. The authority will seek bids for the insurance beginning July 1, 2012. Valentine also commended City Manager Howe's effort to lead one fire authority through a discussion on roles and responsibilities.

Mayor Pro Tem Ellison noted the Arbor Board will meet later this month.

Mayor Hodges stated the Light and Power Board meeting will be held on Thursday, March 8, 2012. Chamber of Commerce Board of Directors held a dinner on February 23, 2012 to recognize citizens and businesses throughout the community. It was also noted the Lowell Expo will be held on March 24, 2012.

9. **CITY MANAGER'S REPORT.**

1. We have started the process of developing a recommendation for the 2012-2013 Budget. Howe has been working with the leadership team and other staff to review current and projected revenue and spending levels. Howe continues to be pleased with the quality of staff and their willingness to explore new ideas and participate in an open dialog in an effort to provide the most cost-efficient service possible to the citizens of the community.
2. The Building Authority has approved the bond authorizing resolution giving a green light toward refinancing the bonds for city hall. This is a very positive step in the right direction for the city. The rating agency call will be on Tuesday during which there will be discussion on our financial policies specifically relating to Fund Balance. Howe provided a draft Fund Balance Policy for council review. The intent is to introduce this as an agenda item for discussion at a future council meeting.

10. **APPOINTMENTS.** No appointments were made.

IT WAS MOVED BY ELLISON to adjourn at 8:14 p.m.

DATE:

APPROVED:

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James W. Hodges, Mayor

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Betty R. Morlock, City Clerk