

PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, JUNE 18, 2012, 7:00 P.M.

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

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

Absent: None.

Also Present: City Manager Mark Howe, City Clerk Betty Morlock, Director of Public Works Dan Desjarden, Acting Chief of Police Steven Bukala and City Treasurer Suzanne Olin.

2. **APPROVAL OF THE AGENDA.**

IT WAS MOVED BY SCHRAUBEN and supported by ELLISON to approve the agenda as amended under item 12 Closed Session, a: Union Negotiations and b: City Manager Evaluation.

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

3. **APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING.**

IT WAS MOVED BY ELLISON and supported by HALL to approve the regular minutes of the June 4, 2012 meeting as written.

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

4. **APPROVAL OF THE ACCOUNTS PAYABLE.**

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

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

NAY: None. ABSENT: 0. MOTION CARRIED.

BILLS AND ACCOUNTS PAYABLE (06/18/2012)

GENERAL FUND	\$42,380.42
MAJOR STREET	21.05
LOCAL STREET	21.05
DDA FUND	2,510.91
AIRPORT FUND	42,020.56
WASTEWATER FUND	42,020.56
WATER FUND	10,053.46
DATA PROCESSING FUND	42.39
EQUIPMENT FUND	660.62

5. **CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.**

No comments were received.

6. **OLD BUSINESS**

A. **PENDING COUNCIL PROJECTS REPORT**

City Manager Howe updated the Council on the sewer inflow and infiltration plan. Howe and staff will investigate cost effective ways to measure the groundwater in the Valley Vista areas and explore potential mitigation projects in other areas, specifically District 2 to narrow or eliminate sources of inflow and infiltration.

7. **NEW BUSINESS**

A. **2011-2012 FISCAL YEAR BUDGET AMENDMENTS**

City Manager Howe presented the 2011-2012 fiscal year budget amendments. The amendments balance the General Fund even with a substantial contribution to the Equipment Fund, which was also balanced.

IT WAS MOVED BY VALENTINE and supported by SCHRAUBEN to adopt the 2011-2012 Fiscal Year Budget Amendments resolution.

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

NAY: None. ABSENT: 0. MOTION CARRIED.

B. **PROPERTY TAX ASSESSOR EMPLOYMENT AGREEMENT WITH JEFFREY AND DEBRA RASHID**

Jeff and Deb Rashid have served as the City Assessors since October, 2009 through a contract that expires June 30, 2012. They have been a valuable asset to the City of Lowell and have served in this capacity with expertise and professionalism. The proposed agreement is for two years at the same terms and conditions as the expiring agreement.

Howe recommends the Council approve the Property Tax Assessor Employment Agreement with Jeffrey and Debra Rashid for a two year term expiring June 30, 2014.

IT WAS MOVED BY ELLISON and supported by HALL to approve the two year property tax assessor employment agreement with Jeffrey and Debra Rashid that will expire June 30, 2014.

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

NAY: None. ABSENT: 0. MOTION CARRIED.

C. ROTARY CLUB OF LOWELL LEASE AGREEMENT

The Rotary Club of Lowell holds its meetings in the City Council Chambers under a lease agreement with the City of Lowell. Howe noted that he is a member of the club.

The current agreement expires June 30, 2012. It requires a lease payment of \$75 per meeting for use of the chambers, kitchenette, conference (Grand River) room, and space in a storage room. This rate is lower (about 28%) than the rates recently approved in the Schedule of Rates and Fees, however Howe stated that it seems appropriate to reduce the rate for a long-term agreement.

Howe recommends approval of the new lease agreement under the same rate structure but for a term of two years rather than three years.

IT WAS MOVED BY VALENTINE and supported by HALL to approve the Lease Agreement with the Lowell Rotary Club of Lowell for a two-year term expiring June 30, 2014.

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

D. HAZARD MITIGATION PLAN RESOLUTION

In a memo from Chief of Police Barry Getzen it stated in order for the City to continue its eligibility to receive Federal Emergency Management Administration (FEMA) mitigation grant funds, the City must adopt a the resolution approving the Counties of Kent/Ottawa and City of Grand Rapids Hazard Mitigation Plan. Fire Chief Frank Martin is the designated emergency management coordinator for the City of Lowell and he has reviewed and recommends the resolution.

IT WAS MOVED BY ELLISON and supported by SCHRAUBEN to adopt the resolution approving the Counties of Kent/Ottawa and City of Grand Rapids Hazard Mitigation Plan.

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

NAY: None. ABSENT: 0. MOTION CARRIED.

8. MONTHLY REPORTS

No comments were received from material presented.

9. COUNCIL COMMENTS

Councilmember Hall reported the Planning Commission and Downtown Historic District Commission meet later this month.

Councilmember Schrauben reported the Airport Board discussed tree clearing and the Parks and Recreation Commission will be meeting tomorrow, June 19, 2012. The Lowell Area Recreational Authority discussed their "Community Thank You" on Tuesday, June 26 at Creekside Park and continued discussion on Phase II of the Trails.

Councilmember Valentine stated he had no updates at this time.

Councilmember Ellison reported that the Arbor Board met today and made adjustments to their Comprehensive Tree Plan and discussed budgeting a specific amount of money each year to maintain trees. Ellison also congratulated Mark Mundt on his "Care to Share Award".

Mayor Hodges noted Light and Power is working on a strategic plan as well as hoping to break ground for the bio-digester in August. He also noted that the Sizzlin' Concert Series has started and this past Thursday, June 14th was very successful.

10. **CITY MANAGER'S REPORT.**

1. Council received Howe's Final Report on City Manager's Goals for 2011-12.
2. The Grand Valley Metro Council Asset Management Committee met this week. There was a lot of discussion about how our street data from Roadsoft could be incorporated into our REGIS data. In less technical terms, combining the data will allow us to look at the condition of our road systems on top of our water and sewer systems.
3. There was a meeting with representatives from the DEQ this week to discuss the lime ponds at the Water Treatment Plant. Through this discussion we are starting to put together short- and long-term plans for disposing of the lime. More details will be provided as more information is gathered and plans start to develop.

11. **APPOINTMENTS**

No appointments were made.

12. **CLOSED SESSION**

IT WAS MOVED BY ELLISON and supported by HALL to move to closed session for a personnel matter pursuant to the Open Meeting Act Section 8C, Union Negotiations at 7:27 p.m.

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

NAY: 0. ABSENT: 0. MOTION CARRIED.

IT WAS MOVED BY HALL and supported by VALENTINE to move to closed session for a personnel matter pursuant to the Open Meeting Act Section 8A, City Manager Evaluation at 8:45 p.m.

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

NAY: 0. ABSENT: 0. MOTION CARRIED.

IT WAS MOVED BY ELLSION to adjourn at 9:37 p.m.

DATE:

APPROVED:

James W. Hodges, Mayor

Betty R. Morlock, City Clerk