

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, JANUARY 7, 2013, 7:00 P.M.**

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

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

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

Absent: None.

Also Present: City Manager Mark Howe, City Clerk Betty Morlock, Department of Public Works Dan Desjarden, Police Chief Barry Getzen, Light and Power General Manager Greg Pierce, and Light and Power Board Chair Greg Canfield.

2. APPROVAL OF THE AGENDA

IT WAS MOVED BY SCHRAUBEN and supported by HALL to approve the agenda as presented.

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

3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

A. December 17, 2012 – Regular Meeting

IT WAS MOVED BY HALL and supported by SCHRAUBEN to approve the regular minutes of the December 17, 2012 meeting as written.

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

B. December 17, 2012 – Closed Session Meeting

IT WAS MOVED BY HALL and supported by SCHRAUBEN to approve the closed session minutes of the December 17, 2012 meeting as written.

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

4. APPROVAL OF ACCOUNTS PAYABLE

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

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

NAY: 0. ABSENT: 0. MOTION CARRIED.

BILLS AND ACCOUNTS PAYABLE (01/07/2013)

GENERAL FUND	\$24,402.82
MAJOR STREET FUND	12.57
LOCAL STREET FUND	12.57
DDA FUND	56.61
AIRPORT FUND	87.80
WASTEWATER FUND	82,277.77
WATER FUND	8,025.05
DATA PROCESSING	11,304.00
EQUIPMENT FUND	1,284.73
CURRENT TAX COLL	60,459.10

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

No comments were received.

6. **OLD BUSINESS**

A. **PENDING COUNCIL PROJECTS REPORT**

City Manager gave the following updates:

East Riverbank Renovations – The DEQ permit has been submitted for review. It normally takes 90 days to process these permits, however, we are hoping that the limited scope of our project will allow for a more expedited review.

7. **NEW BUSINESS**

A. **ANNUAL AUTHORIZATION OF SIGNATURES FOR CITY BANK ACCOUNTS AND DESIGNATION OF DEPOSITORY BANKS**

The following designations are recommended:

Authorized signatures:

Mayor James Hodges
Mayor Pro Tem Sharon Ellison

City Manager Mark Howe
City Treasurer Suzanne Olin
Police Chief Barry Getzen
Deputy City Treasurer Lori Gerard

Safety Deposit Box:

Betty Morlock
Susan Ullery
Luanne Wisniewski

Depository Banks:

Comerica Bank-Grand Rapids	(Grand Rapids)
Huntington Banks	(Lowell)
National City Bank	(Grand Rapids)
Fifth Third Bank	(Lowell, Ada, Grand Rapids)
Bank One-Grand Rapids	(Ada, Grand Rapids)
Standard Federal Bank	(Ada, Grand Rapids)
Firstbank	(Lowell)
Mercantile Bank of West Michigan	(Wyoming)

IT WAS MOVED BY ELLISON and supported by SCHRAUBEN to approve the annual authorization of signatures for City Bank Accounts and designation of depository banks as proposed.

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

B. **KENT INTERMEDIATE SCHOOL DISTRICT – COLLECTION OF SUMMER PROPERTY TAXES FOR 2013**

As in previous years, the Kent Intermediate School District has requested that the City collect the 2013 summer property taxes for the district. The City collects the KISD property taxes at no fee but is able to keep the interest earned during the bank deposit before distributing these monies.

IT WAS MOVED BY ELLISON and supported by VALENTINE to approve the request from the Kent Intermediate School District to collect the 2013 summer property taxes for the district at no fee but is able to keep the interest earned during the bank deposit before distributing these monies.

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

C. **GRAND RAPIDS COMMUNITY COLLEGE – COLLECTION OF SUMMER PROPERTY TAXES FOR 2013**

The Grand Rapids Community College also requests the City collect the 2013 summer property taxes for the district. The City collects GRCC property taxes at no fee but is able to keep the interest earned during the bank deposit before distributing these monies.

IT WAS MOVED BY ELLISON and supported by HALL to approve the collection of the 2013 summer property taxes on behalf Grand Rapids Community college in exchange for retaining earned interest while the monies are deposited in city accounts.

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

D. BIDS FOR LIME SLUDGE DISPOSAL FROM THE WATER TREATMENT PLANT

City staff has been exploring a number of options to remove the lime from the drying beds at the Water Treatment Plant. Through our research, it was found that a vast majority of the municipal systems (9 of 11 contacted) use land application as the method for removing lime sludge.

Staff worked with the city attorney and city engineers at Williams & Works to prepare bid specifications and a bid package for this method of removal and application. Five responses were received and reviewed by the city engineer Kerwin Keen, P.E. of Williams & Works and based on his findings recommends GroAmerica for \$89,880 for removal of lime sludge from the drying beds at the Water Treatment Plant.

Al Mathews (822 Grindle) representing Tip Top Gravel stated his disappointment on the recommendation as well as how the entire project was handled

IT WAS MOVED BY HALL and supported by ELLISON to award the contract to GroAmerica for \$89,880 for removal of lime sludge from the drying beds at the Water Treatment Plant.

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

E. LOWELL HISTORIC MUSEUM UPDATE – PAT ALLCHIN

Pat Allchin, Executive Director of the Lowell Historic Museum provided an update on the 2012 activities of the Museum.

F. FIRST REVIEW OF CODE OF ORDINANCES: CHAPTER 2 – ADMINISTRATION

Per the schedule that was presented to the Council at its December 17, 2012 meeting the modifications to Chapter 2, Administration, of the Code of Ordinances was provided for the first review. The ordinance is presented in the format that it appears in publication and on Muni-Code. The suggested modifications have been tracked for ease of reading and to make a record of all additions and deletions. Additions appear in blue, underlined script and deletions are in red script with a strike through.

In this process, the intent is to present revisions for Council review and input twice and then present the final draft, which will have been reviewed by the city attorney, for adoption at the third presentation. Comments, thoughts or concerns you have concerning this proposed revision after the council meeting should be directed to Police Chief Barry Getzen for inclusion into the second discussion of this ordinance on February 4, 2013.

City Manager Howe will also be contacting the various boards and commissions members for their input on issues that pertain to their board or commission.

G. BUDGET CALENDAR

The council is required to annually adopt a budget calendar that outlines the process and dates by which a budget for the ensuing fiscal year will be prepared and adopted. The proposed calendar was provided for Council review and adoption.

IT WAS MOVED BY ELLISION and supported by VALENTINE that the Fiscal Year 2013-14 Budget Calendar be adopted as presented.

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

8. **COUNCIL COMMENTS**

Councilmember Valentine announced that as of January 31, 2013 he would no longer be on City Council due to his house being sold and moving out of the city.

Councilmember Hall stated the Planning Commission will be meeting next Monday, January 14th, which is their newly scheduled date of meeting the second Monday of the month and the Downtown Historic District Commission will be meeting on January 22nd. Hall thanked Councilmember Valentine for the service on City Council as well as the many other ways he was involved in the City.

Councilmember Schrauben stated the only board that met was the Parks and Recreation Commission and they discussed strategic and purpose. Schrauben also thanked Councilmember Valentine for his service and what a joy it was to work with him.

Councilmember Ellison stated she had no updates on her boards. She also thanked Councilmember Valentine and stated what a pleasure it was to have served with him.

Mayor Hodges stated Lowell Light and Power will be meeting January 10th and the Lowell Area Chamber of Commerce Board will meet tomorrow, January 8. The Look Memorial Fund Committee is scheduled to meet in April.

Mayor Hodges thanked Councilmember Valentine for his service on the City Council as well as his many years as a police officer and Chief of Police. Valentine's leadership over the past twenty plus years is greatly appreciated.

Hodges stated the Council position will be advertised for letters of interest and will be due by 12 noon on January 25, 2013. A special meeting will be scheduled for 7 p.m. on January 28 to review the letters and appointment made. The appointed candidate will be sworn in at the February 4, 2013 City Council meeting.

9. **MANAGER'S REPORT.**

1. There was some trouble with the heating system at City Hall over the Christmas holiday which resulted in a couple of very cold office hours.

2. DPW employee Todd Phillips passed the Department of Environmental Quality F-4 classification examinations which means he can become an operator at the Water Treatment Plant. Congratulations to Todd.

Howe thanked Councilmember Valentine for his service and mentorship. Valentine is going to be greatly missed.

10. **APPOINTMENTS.**

By general consensus, the Council agreed to the following appointments:

Airport Board	<u>Term Expires</u>
Eric Nelson	01/01/2016
Building Authority	
Sue Olin	01/01/2016
Construction Board of Appeals	
Dan DesJarden	01/01/2015
Ray Zandstra	01/01/2015
Greg Canfield	01/01/2015
Downtown Development Authority	
Dr. James Reagan	01/01/2017
Brian Doyle	01/01/2017
LCTV Endowment Board	
Barbara Zandstra	12/31/2015
Parks and Recreation Commission	
Perry Beachum	01/01/2016

11. **CLOSED SESSION**

A. Union Negotiations

IT WAS MOVED BY ELLISON and supported by SCHRAUBEN to move to closed session at 7:33 p.m. as allowed under the Open Meeting Act MCL 15.268 (c) to discuss union negotiations.

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

NAY: 0. ABSENT: 0. MOTION CARRIED.

Council returned to open session at 9:03 p.m.

IT WAS MOVED BY ELLISON to adjourn at 9:04 p.m.

DATE:

APPROVED:

James W. Hodges, Mayor

Betty R. Morlock, City Clerk