

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, FEBRUARY 3, 2014, 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 Deputy City Clerk Susan Ullery and roll was called.

Present: Councilmembers Jeff Altoft, Chris Schwab, Jim Hall, Sharon Ellison and Councilmember Jim Hodges.

Absent: None.

Also Present: City Manager Mark Howe, Deputy City Clerk Susan Ullery, City Treasurer Suzanne Olin, Police Chief Steve Bukula, Water Treatment Plant Superintendent Brian VanVeelen, Wastewater Treatment Plant Superintendent Mark Mundt, Police Dispatcher Theresa Mundt, Light and Power General Manager Greg Pierce, Planning Commissioner Salzwedal and Downtown Development Authority Chair and Arbor Board Chair Jim Reagan.

2. APPROVAL OF THE AGENDA.

IT WAS MOVED BY ELLISON and seconded by SCHWAB to approve the agenda as amended.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

3. APPROVAL OF MINUTES OF THE PREVIOUS MEETING(S).

IT WAS MOVED BY ELLISON and seconded by HALL to approve the regular minutes of the January 21, 2014 meeting as written.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

IT WAS MOVED BY ELLISON and seconded by HALL to approve the closed session minutes of the January 21, 2014 meeting as written.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

4. APPROVAL OF THE ACCOUNTS PAYABLE.

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

YES: Councilmembers Altoft, Schwab, Hall, Ellison and Mayor Hodges.

NO: 0. ABSENT: 0. MOTION CARRIED.

BILLS AND ACCOUNTS PAYABLE (02/03/2014)

General Fund	\$16,512.58
Major Streets Fund	12.57
Local Streets Fund	12.57
Downtown Development	2,764.28
Airport Fund	4,184.56
Wastewater Fund	11,280.37
Water Fund	184,157.75
Data Processing	1,060.01
Equipment Fund	75.16
Current Tax Collection	326,463.96

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

Diane Jones, Kent County Commissioner, introduced herself as the new commissioner for the Fourth District.

6. **OLD BUSINESS.**

A. Strategic Plan Update. City Manager Howe stated a workshop was recently held. Discussion included reviewing the 2013 accomplishments and then looking at the 2013/2014 Dashboard. This will determine how well we are doing within certain areas of the strategic plan and what areas need improvement for the upcoming year. This item will become the report that updates the Council and the public on the goals that have been set for the year.

7. **NEW BUSINESS.**

A. State of the City Address. City Manager Mark Howe read the "State of the City Address" into record.

B. GVMC Resolution adding Lowell Township as a Member. Lowell Charter Township will be joining the Grand Valley Metropolitan Council. Part of the process is that all of the current members must approve a resolution amending the articles of incorporation to add Lowell Charter Township as a member. Township Supervisor Jerry Hale thanked the Council for considering the township into GVMC.

It is recommended the City Council adopt the Resolution to Approve Amendment No. 38 in the Articles of Incorporation of the Grand Valley Metropolitan Council, adding Lowell Township as member.

Howe explained the purpose of the Metro Council is to provide collaboration of communities.

IT WAS MOVED BY ELLISON and seconded by ALTOFT to adopt the resolution to approve Amendment No. 38 in the Articles of Incorporation of the Grand Valley Metropolitan Council, adding Lowell Township as a member.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

- C. Water Treatment Plant – Filter Bids. The Water Treatment Plant has been having trouble with its filters. The plant engaged the services of an engineer to review our processes and determine a course of action. One result was the recommendation that we replace the filters. A bid process was conducted with the following results:

Anthrafilter	25,387.68
Northern Pump and Well	23,280.00
All American Water Solutions	22,200.00
Peerless Midwest	16,115.00

It is recommended to accept the bid from Peerless Midwest for \$16,115.00 for the replacement of filters at the Water Treatment Plant. This would come from the 130,000 that was budgeted this year for capital improvements in the Water Fund.

It was noted the filters should last 30 to 40 years.

IT WAS MOVED BY ELLISON and seconded by ALTOFT to accept the bid from Peerless Midwest for \$16,115.00 for the replacement of filters at the Water Treatment Plant.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

- D. Police Records Management System Agreement. Chief Bukala provided background information regarding alternatives for the records management system at the police department. Because LPD is a small agency, they qualify for a grant which would cover the cost of the system and the first year. After which there would be a cost of \$200 per police officer.

It is recommended that the Lowell City Council approve and authorize appropriate signatures on the Memorandum of Agreement between the Michigan State Police and the Lowell Police Department for participation in the Statewide Records Management System.

IT WAS MOVED BY ELLISON and HALL to approve and authorize appropriate signatures on the Memorandum of Agreement between the Michigan State Police and the Lowell Police Department for participation in the Statewide Records Management System.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

- E. LMS Resolution. Councilmember Ellison stated the Lowell 8th grade history class received a portrait of George Washington from Mt. Vernon. This will be placed in the Lowell Middle School Library. Ellison mentioned the students wrote the proposed resolution.

IT WAS MOVED BY ELLISON and seconded by SCHWAB to pass the resolution commemorating a portrait of George Washington and its accompanying flag into our community and praising Lowell Middle School for its efforts to honor the First President of the United States of America.

YEA: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

8. **COUNCIL COMMENTS.**

Councilmember Altoft had nothing to report from the Airport Board, Park and Recreation Commission and the Downtown Development Authority.

Altoft was happy to announce the arrival of his new grandson.

Councilmember Schwab had nothing to report from the Lowell Area Fire and Emergency Services Authority, Planning Commission or the Lowell Area Recreation Authority.

Schwab thanked those who addressed the broken water main as well as those who have worked hard clearing the city streets. He also noted it is important for the city to have unity and work together toward achieving unity.

Councilmember Hall had nothing to report.

Councilmember Ellison stated the Arbor Board meeting was canceled, as there was not a quorum.

Ellison enjoyed the State of the City Address.

Mayor Hodges stated the Bio-Digester will have a ground breaking ceremony on February 20, 2014. Later that evening the Chamber of Commerce will have its annual dinner to recognize people and businesses who are involved in our community. Congratulations will be given to Person of the Year/Greg Canfield, Business Appreciation Award/Laurels of Kent, Best Business to Watch/Ella's, Non-Profit Spotlight/Lowell Rotary Club, Brick Award/Builders Fireplace as well as Vergennes Broad Band.

Hodges congratulated Diane Jones on being appointed as the new Kent County Commissioner.

9. **MANAGER'S REPORT**

The stage and showboat planning process is underway. Stakeholder sessions have been held and a public input session will be conducted as part of the Lowell Community Expo on March 22. There is also a public open house tentatively planned for April 17 and additional stakeholder meetings set for late winter and the middle of spring with a final public presentation in June.

We submitted our EVIP collaboration plan naming the police records management system as our collaboration project for the current year.

We have spent about 61 percent of our winter maintenance budget through January. At this pace we could be as much as 20 percent over budget by the end of the season. The good news is that we did not reduce our winter maintenance budget following two straight "easy" winters. We will continue to monitor this and report back to you if we think it's going to be a budget issue this year.

10. **APPOINTMENTS**

IT WAS MOVED BY ELLISON and seconded by HALL to appoint Dale Rogers to the Board of Review as an alternate with a term expiring 06/30/2015.

YEA: 5. NO. 0. ABSENT: 0. MOTION CARRIED.

11. **CLOSED SESSION**

A. Union Negotiations

IT WAS MOVED BY ELLISON and seconded by HALL to move to closed session at 7:42 p.m. as allowed under the Open Meetings Act MCL 15.268(c) to discuss union negotiations.

YES: Councilmembers Hall, Ellison and Mayor Hodges.

NO: Councilmembers Altoft and Schwab. ABSENT: 0. MOTION CARRIED.

Council returned to open session at 8:06 p.m.

IT WAS MOVED BY ELLISON to adjourn at 8:07 p.m.

DATE:

APPROVED:

James W. Hodges, Mayor

Susan S. Ullery, Deputy City Clerk