

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, SEPTEMBER 15, 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 Mayor Hodges and roll was called by Deputy City Clerk Susan Ullery.

Present: Councilmembers Jeff Altoft, Sharon Ellison, Jim Hall, Matt Mayer and Mayor Jim Hodges.

Absent: None.

Also Present: City Manager Mark Howe, Deputy City Clerk, Chief of Police Steve Bukala, DPW Director Dan DesJarden and Lowell Light and Power General Manager Greg Pierce

2. **APPROVAL OF THE AGENDA.**

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

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 MAYER to approve the regular minutes of the September 2, 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 HALL that the bills and accounts payable be allowed and the warrants issued.

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

NO: 0. ABSENT: 0. MOTION CARRIED.

BILLS AND ACCOUNTS PAYABLE (09/15/2014)

General Fund	\$21,743.47
Major Street Fund	1,614.29
Local Street Fund	2,722.76
Downtown Development	819.98
Designated Contributions	116.31
Airport Fund	875.11
Wastewater Fund	50,292.81
Water Fund	23,507.10
Data Processing Fund	7,606.32

Equipment Fund	1,228.55
Current Tax Collection	170,648.00

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

Jim Howard, 222 N. Jackson Street believed the City Council has failed to do their job as a public servant when it comes to contract negotiations between the City and Union who represents the employees of the Department of Public Works. Howard believed a public hearing should be held regarding these negotiations.

6. **OLD BUSINESS.**

- A. **Strategic Plan Update.** An updated report was provided. City Manager Mark Howe commented on the Street Asset Management Plan. The Grand Valley Metro Council along with an engineer from Williams & Works and DPW Director Dan DesJarden travelled every city street to conduct the annual PASER rating study. This information will be inputted into the RoadSoft software to enable us to create a long-term plan for street improvements.

The project team met to organize the schedule for the remainder of the year regarding the Downtown Development Plan. In addition, we met with the Michigan Department of Transportation to identify what options for traffic calming and parking might be acceptable in the downtown. Tentative dates for future stakeholder meetings are scheduled for October 23 and November 20.

The Lowell Area Recreation Authority had further discussion on options for the Fred Meijer River Valley Trail connection through Lowell. There were options discussed that do not include a viable connection to the downtown for the Downtown Core Trail Connector.

- B. **Pending Council Projects Report.** This report will be discussed during the September 17, 2014 Work Session meeting.

7. **NEW BUSINESS**

- A. **Resolution 17-14, Whites Bridge Historical Society.** Nancy Stroosnyder, Treasurer of the Whites Bridge Historical Society is asking for approval of their request for a charitable gaming license with the State of Michigan. In addition, they have asked that you support their efforts to raise money for the restoration of Whites Bridge.

IT WAS MOVED BY ELLISON and seconded ALTOFT to adopt Resolution 17-14 to authorize the Whites Bridge Historical Society application for a Charitable Gaming License and that the City of Lowell supports the efforts to restore Whites Bridge Historic Covered Bridge.

YES: Councilmembers Altoft, Ellison, Hall, Mayer and Mayor Hodges. NO: None.

ABSENT: None. MOTION CARRIED.

- B. **Recognition of Appreciation to Jim Sowle, Airport Manager.** Jim Sowle will be retiring as Airport Manager effective October 1. He has served as the Manager of the City of Lowell Airport for 18 years. During that time the community airport has continued to improve in the areas of safety and expanded services. As an outstanding member of the greater Lowell community, Jim Sowle has been an

exemplary member of the management team at the City of Lowell. His services have been appreciated and will be missed.

IT WAS MOVED BY ELLISON and seconded by HALL to commend Jim Sowle for his service to the City of Lowell and offer their sincere congratulations to him upon his retirement.

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

8. **COUNCIL COMMENTS.**

Councilmember Mayer stated he attended the Fire Authority Board meeting. He expressed his desire to be the Council Representative to the Fire Authority Board.

Councilmember Hall stated the Planning Commission is reviewing possible ordinance changes regarding temporary uses and accessory buildings. LARA recently met. The trail organization is looking at various possibilities of bringing the trail into Lowell.

Councilmember Altoft attended the Airport Board meeting. Paving between two of the hangars and out to the runway has recently been completed. The Airport is looking good.

Mayor Hodges stated Lowell Light and Power met and discussed burying underground utilities. A solution was made that the grade level be measured at the time of inspection. Should a land owner choose to alter this, it would be at their discretion and their responsibility. Moving forward, photos will be taken of all inspections. The Board will also continue to review their policies and procedures over the next few months. The Chamber of Commerce met. The Harvest Festival is scheduled for October 10th and 11th. There will also be a recycling project at the Fairgrounds on Saturday, October 11th from 9 a.m. to noon. Girls Night Out is scheduled for October 16th. Hodges also noted the Fallasburg Festival is September 20 and 21. He noted he will also be umpiring some old fashioned baseball games.

9. **MANAGER'S REPORT**

1. The auditors have completed their field work and will begin preparing the audit report for presentation to you later this year. Early indications are that the General Fund ended the year in the black, good news considering the amount of activity we completed during the fiscal year. This activity included installation of new sidewalks, a repaving project on Sibley Street, a repaving project on Bowes Road and the first of two payments on the purchase of a new fire truck.
2. The Downtown Development Authority has agreed to fund the survey work for a project to begin the installation of parking behind the buildings on the 200 block of Main Street (off South Monroe). The proposed project would also include upgrading water and sewer lines as well as creating a water loop to enhance flow for fire protection. Once the survey work is completed and cost estimates are prepared, we will be discussing the project with you in more detail.
3. Williams & Works will be conducting a detailed downtown parking analysis concurrent with the downtown development plan. The analysis will explore current and potential future uses of downtown buildings, assess the potential parking needs, evaluate whether or not the current parking capacity will meet those needs, and explore how parking policies (such as length of time) can have a positive impact on efficient utilization of parking spaces.
4. We have council workshops scheduled for September 17 and September 29 at 6 p.m.

10. **APPOINTMENTS.**

Hodges noted Councilmember Mayer will fill the vacancy on the Fire Authority Board.

IT WAS MOVED BY ELLISON to adjourn at 7:25 p.m.

DATE:

APPROVED:

James W. Hodges, Mayor

Susan S. Ullery, Deputy City Clerk