

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, JANUARY 5, 2015, 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 Susan Ullery, Police Chief Steve Bukala, City Treasurer Suzanne Olin and DPW Director Dan Desjarden.

2. **APPROVAL OF THE AGENDA.**

IT WAS MOVED BY HALL and seconded by ELLISON 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 MAYER to approve the regular minutes of the December 15, 2014 meeting as written.

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

IT WAS MOVED BY HALL and seconded by ALTOFT to approve the closed session minutes of the December 15, 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: None. ABSENT: None. MOTION CARRIED.

BILLS AND ACCOUNTS PAYABLE (01/05/2015)

General Fund	\$29,501.25
Major Street Fund	4,036.68
Local Street Fund	3,784.98
Downtown Development	15,739.70

Designated Contributions	54.21
Airport Fund	1,770.17
Wastewater Fund	10,889.94
Water Fund	11,084.32
Data Processing Fund	3,744.81
Equipment Fund	1,021.35
Current Tax Roll	133,823.30

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

No comments were received.

6. **OLD BUSINESS.**

A. Strategic Plan Update. No updates were provided.

B. Pending Council Projects Report. No updates were provided.

7. **NEW BUSINESS**

A. Review and adoption of Council Rules of Procedure.

Councilmember Ellison referred to the change regarding a special meeting shall be called by the Clerk upon the written request of the Mayor or any two members instead of three. City Manager Howe explained this suggestion was made because if three people are having a discussion about a special meeting then the open meetings act could be questioned and whether or not they were deliberating on what they wanted to discuss.

Mayor Hodges suggested the roll call be listed in alphabetical order with the Mayor being called last in case of a tie vote.

IT WAS MOVED BY ELLISON and seconded by HALL to adopt the Council Rules of Procedure for 2015.

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

B. Annual Authorization of Signatures for City Bank Accounts and Designation of Depository Banks.

The following designations are recommended:

Authorized signatures:

Mayor

Mayor Pro Tem

City Manager Mark Howe

City Treasurer Suzanne Olin

Police Chief Steve Bukala

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)
PNC Bank	(Grand Rapids)
Fifth Third Bank	(Lowell, Ada, Grand Rapids)
Bank One-Grand Rapids	(Ada, Grand Rapids)
Bank of America	(Ada, Grand Rapids)
Mercantile Bank of West Michigan	(Wyoming)

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

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

C. 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. A proposed calendar was presented for review and adoption.

IT WAS MOVED BY HALL and seconded by MAYER to adopt the Fiscal Year 2015-16 Budget Calendar.

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

D. Lowell Historic Museum Update.

The new Executive Director Lisa Plank provided an update on the Museum and what was achieved throughout 2014. A brand new exhibit called “The Sixties/A decade of Change” has opened and will be at the museum for two years. New educational programs were also introduced such as the Museum for Tots Program. Three curriculum loan kits were also created providing teachers with grade level activities. Five new Interpretive Boards were also unveiled along Main Street. Throughout all the programs, the museum had 25,000 people that were served by the museum.

Mayor Hodges thanked the museum for all they do.

E. Grand Rapids Community College – Collection of Summer Property Taxes for 2015.

As in previous years, the Grand Rapids Community College has requested that the City collect the 2015 summer property taxes for the district. The City collects the Grand Rapids Community College property taxes at no fee in exchange for retaining earned interest while the monies are deposited in city accounts.

IT WAS MOVED BY ELLISON and seconded by HALL to approve the request from the Grand Rapids Community College to collect the 2015 summer property taxes for the district at no fee in exchange for retaining earned interest while the monies are deposited in city accounts.

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

F. LCTV Endowment Board Recommendation.

The LCTV Endowment Board discussed recent action by the council to allocate this year's interest from the LCTV Fund to streets. Following the discussion, the board recommended the following (excerpted from the draft minutes of the meeting):

IT WAS MOVED BY KENT and seconded by SIMMONDS to request the Lowell City Council notify the LCTV Endowment Board by September 1st of each year regarding their intention of following the normal grant process. The LCTV Endowment Board should also be invited to any discussion the City Council has regarding the LCTV Fund.

IT WAS MOVED BY ELLISON and seconded by HALL adopt the above recommendation of the LCTV Endowment Board.

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

G. MERS Employee Contribution.

The current employee contribution rate to the MERS (Municipal Employee Retirement System) pension is three percent on the first \$4,200 earned and five percent for all amounts thereafter. We negotiated an increase to a straight five percent with the Fraternal Order of Police a year ago. The straight five percent is included in the joint settlement proposal being considered with the IBEW. MERS requires that you authorize a Defined Benefit Plan Adoption Agreement to implement the five percent deduction.

IT WAS MOVED BY ELLISON and seconded by HALL to authorize a Defined Benefit Plan Adoption Agreement to implement a five percent employee co-pay for Division 10 of the City of Lowell's MERS Defined Benefit Plan.

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

H. Resolution 01-15 Approving Installment Purchase Agreement to Finance the Cost of a Backhoe.

At it's December 15 meeting, the City Council approved the purchase of a John Deere 310 backhoe from AIS Construction Equipment.

The following bids were received for a ten year installment purchase:

	<u>Interest</u>
Huntington Bank	2.69
Mercantile Bank	2.75
Macatawa Bank	2.55
First National Bank	2.75

IT WAS MOVED BY ELLISON and seconded by HALL to approve the resolution for installment purchase with Macatawa Bank at an interest rate of 2.55% for ten years as prepared by City Attorney Richard Wendt.

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

NO: None. ABSENT: None. MOTION CARRIED.

8. **COUNCIL COMMENTS.**

Councilmember Mayer stated the Fire Authority has changed its meeting time to the second Monday of each month. The purchase of the air packs will be delayed until next year.

Councilmember Altoft encouraged everyone to stay warm and healthy.

Councilmember Ellison appreciated the Council listening to the request from the LCTV Endowment Board.

Mayor Hodges stated he appreciated the newsletter that was distributed with the water bills. He also referred to the great video regarding the Lowell Police Department during the holidays.

9. **MANAGER'S REPORT**

1. The Director of Public Works position has been posted. The City is accepting resumes through January 9, 2015, and hope to have a final candidate selected before March.
2. The Lowell Police Department was able to acquire new carpet through a military wholesale website at no cost. Much of the department has been repainted as well.

10. **APPOINTMENTS.**

Board of Review
Alternate Vacancy -

Construction Board of Appeals
Vacancy – (Ray Zandstra 01/01/2015)

11. **CLOSED SESSION**

A. Union Negotiations

IT WAS MOVED BY ELLISON and seconded by HALL to move to closed session at 7:28 p.m. as allowed under the Open Meetings Act MCL 15.268(c) to discuss union negotiations.

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

NO: 0. ABSENT: 0. MOTION CARRIED.

Council returned to open session at 7:53 p.m.

IT WAS MOVED BY ELLISON to adjourn at 7:54 p.m.

DATE:

APPROVED:

James W. Hodges, Mayor

Susan S. Ullery, Deputy City Clerk