

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, JULY 20, 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 City Clerk Betty Morlock.

Present: Councilmembers Jeff Altoft, Jim Hall, and Mayor Jim Hodges.

Absent: Councilmember Sharon Ellison and Matt Mayer.

Also Present: City Manager Mark Howe, City Clerk Betty Morlock, City Treasurer Suzanne Olin, Police Chief Steve Bukala and Interim DPW Director Ron Woods.

2. **EXCUSE OF ABSENSES.**

IT WAS MOVED BY HALL and seconded by ALTOFT to excuse the absence of Councilmembers Ellison and Mayer.

YES: 3. NO: 0. ABSENT: 2. MOTION CARRIED.

3. **APPROVAL OF THE AGENDA.**

Councilmember Altoft had requested via email on Friday, July 17, 2015 that the following items be added to the agenda:

- Streets
- Police Department

IT WAS MOVED BY ALTOFT and seconded by HALL to add item c. Streets and d. Police Department under New Business to the agenda.

YES: 3. NO: 0. ABSENT: 2. MOTION CARRIED

IT WAS MOVED BY ALTOFT and seconded by HALL to approve the agenda as amended.

YES: 3. NO: 0. ABSENT: 2. MOTION CARRIED.

4. **APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING(S).**

IT WAS MOVED BY HALL and seconded by ALTOFT to approve the regular minutes of the July 6, 2015 meeting as corrected.

YES: 3. NO: 0. ABSENT: 2. MOTION CARRIED.

5. **APPROVAL OF THE ACCOUNTS PAYABLE.**

IT WAS MOVED BY HALL and seconded by ALTOFT to approve the accounts payable as presented.

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

ABSENT: Councilmembers Ellison and Mayer. MOTION CARRIED.

BILLS AND ACCOUNTS PAYABLE (07/20/2015)

General Fund	\$27,765.19
Major Street Fund	\$1,320.28
Local Street Fund	\$74,067.75
Downtown Development Fund	\$1,784.66
Designated Contr	\$116.98
General Debt Serv	\$200.00
Airport Fund	\$3,342.05
Wastewater Fund	\$78,920.75
Water Fund	\$31,047.69
Data Processing Fund	\$1,590.00
Equipment Fund	\$1,359.13

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

No comments were received.

7. **OLD BUSINESS.**

- a. Strategic Goals Report. City Manager Howe noted this is a new Strategic Goal report. The banners downtown are installed and this project is complete. He also hi-lighted several items of the Strategic Goals report that need to be discussed at a future work session to get Council input and direction.
- b. Pending Council Projects Report. Howe stated the Lime Disposal project is complete and has been removed from this report.

Councilmember Altoft questioned the status of the Wastewater Inflow and Infiltration project. Howe responded the data has been collected and they are now getting water usage data per parcel which they will compare and creating a data analysis.

Councilmember Altoft also noted the sidewalk program is not listed but it is still an ongoing issue. He also asked if we allow parking on City Streets.

Police Chief Bukala stated no parking is allowed on city streets from 2 a.m. to 6 a.m. However, if they have a specific need they can request one and receive a parking permit from the Police Department.

Altoft stated he put a sign in his yard to make a point that too many ordinances are not enforced. We should stop working on new ordinances and enforce the ones we have or take them off the books.

Altoft also asked if anyone has signed up for the Rental Rehabilitation program. Howe noted as of July 1, 2015 the city can receive Rental Rehabilitation requests, but have not received any as of yet.

8. **NEW BUSINESS**

- a. Resolution 10-15 - Contract with Hope Network West Michigan for Specialized Transportation Services.

City Manager Howe stated that with the decision to opt out of the CDBG Urban County program the City has created an allocation in the General Fund to continue to use the North Kent Transit transportation program for eligible city residents. The cost is typically \$3,000 to \$4,000 per year.

In order to continue the program, the city will need to contract directly with Hope Network to provide these services. Resolution 10-15 approves and authorizes signatures on the contract with Hope Network.

IT WAS MOVED BY HALL and seconded by ALTOFT to approve Resolution 10-15 as presented.

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

ABSENT: Councilmembers Ellison and Mayer. MOTION CARRIED.

- b. Resolution 11-15 – License Agreement with Wendell L. Christoff Trust – Public Pedestrian Pathway. The city has an agreement with the Wendell L. Christoff Trust to utilize a portion of the property near Litehouse for a public pathway. That agreement has expired and a new agreement is recommended. Two changes in the agreement include the installation by the city of signs around the parking lot and near the retention ponds as well as language allowing termination with a six-month notice. Resolution 11-15 approves and authorizes signatures on the agreement with Wendell L. Christoff Trust.

IT WAS MOVED BY HALL and seconded by ALTOFT to approve Resolution 11-15 as presented.

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

ABSENT: Councilmembers Ellison and Mayer. MOTION CARRIED.

- c. Streets. Councilmember Altoft stated that he has received comments from city residents regarding the streets and having a millage request on the ballot for the November, 2015 election. Howe stated that he is working on a Street Plan for the August worksession. The City Council will discuss this at the August worksession and they directed City Clerk Morlock to check the time frame for a proposal question to be placed on the November, 2015 ballot.
- d. Police. Councilmember Altoft requested that the Police Department budget be discussed at the August worksession.

9. **MONTHLY REPORTS.** Councilmember Altoft questioned the design flow vs. the actual flow chart in the Wastewater monthly operations report and Wastewater Superintendent Mark Mundt responded.

10. **COUNCIL COMMENTS.**

Councilmember Altoft reported that the Airport Board had a work day at the Airport that would assist in working toward their General Utility status. He also gave a big thank you for Impact Church for their work day at Creekside Park. Their volunteers trimmed trees, hauled bark and cleaned up the park.

Councilmember Hall reported that Lowell Area Recreation Authority has received engineered drawings for the new trail extension on Alden Nash from Gee Drive to Main Street. Hall also thanked the Department of Public Works for cleaning up around the transformer on the Riverwalk.

Mayor Hodges stated Lowell Light and Power met on Thursday, July 9, 2015 and reported that the Michigan Municipal Energy Association Conference will be held at the Crown Plaza on 28th Street. Valerie Brader, executive director of the Michigan Agency for Energy gave a presentation on the Lowell Rotary/Chamber of Commerce joint meeting on Wednesday, July 15th at the Grand Volute. She also had a tour of the bio digester plant. There will be a public open house at the bio digester plant in September or October. Staff is working on getting the bio digester beyond 50% capacity in order to perform more efficiently. Work continues on the installation of the Rolls Royce turbine. Also, the Light and Power Board is looking into the possibility of purchasing the St. Mary's school as a new location for all their facilities. Hodges also noted that he, City Manager Howe, Light and Power General Manager Pierce and Board Chairman Canfield met to start the discussion on Payment In Lieu of Taxes between the City and Light and Power.

The Chamber of Commerce Board of Directors did not meet this month but the Riverwalk Festival was very successful and he thanked the Police Department and Department of Public Works for all their work. On Saturday, July 25th at the Lowell Showboat, a Swiss Horn group will be doing a concert from 7 p.m. to 9 p.m. This is in celebration of the Swiss heritage in Lowell.

11. **CITY MANAGER REPORT.**

- a. The burned house at 318 Lincoln Lake has been removed. Special thanks should be given to Impact Church whose congregation worked with the City of Lowell to spread topsoil and plant grass seed on the property.
- b. Impact Church also worked closely with the City of Lowell on a number of clean-up and beautification projects in city parks and public areas. A big thank you to the 446 volunteers who donated 1,728 hours which is part of their Love Week celebration July 13-17. This community is blessed with many caring individuals and churches that do so much to make this a great place to worship and raise a family. Thanks to Impact Church!
- c. Draft plans have been completed for the South Monroe parking project and are currently being reviewed.
- d. The City is working through the scope of the Avery/Monroe/Washington/Jefferson/Jackson streets project and has identified at least two water projects (Jackson and Monroe) and one manhole repair (Avery/Jefferson). The City is also considering repair of less than a mill and repave for one or two blocks of Avery Street.

Water and Sewer Supervisor Jeff VanSetters is in the process of televising and cleaning sewer lines in the residential streets. Repair of Jefferson and Monroe streets will be considered before Washington due to the fact that each are more traveled than Washington.

- e. Howe will be out of the office for most of the next two weeks. He will be travelling to Virginia to move his daughter and family back to Michigan!

Howe mentioned tonight's Council meeting was a final meeting for City Clerk Betty Morlock who is soon to retire. He mentioned Betty is one of the most caring people he knows and goes way beyond

for her “family” as well as her “city family.” He added her knowledge of city events over the past 20 years is impeccable. Howe added she has been an ideal clerk and a dedicated public servant by overseeing elections, and has adapted to the many changes in the election law over the years. Further, he said he will always be grateful for having met Betty and for the honor of being her friend. Howe mentioned a retirement reception will be held August 6 at the Main Street Inn from 4 p.m. until 7 p.m. and the public is invited.

12. **APPOINTMENTS.** At this time all appointments are filled.

IT WAS MOVED BY HALL and seconded by ALTOFT to adjourn at 7:47 p.m.

DATE:

APPROVED:

James W. Hodges, Mayor

Betty R. Morlock, City Clerk