

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, MAY 1, 2017, 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 Mike DeVore and City Clerk Susan Ullery called roll.

Present: Councilmembers Greg Canfield, Jim Hodges, Jeff Phillips, Alan Teelander and Mayor DeVore.

Absent: None.

Also Present: City Manager Mike Burns, City Clerk Susan Ullery, Police Sergeant Christopher Hurst, and Lowell Light and Power General Manager Steve Donkersloot.

2. **APPROVAL OF THE CONSENT AGENDA**

Councilmember Hodges moved to add “New Business” Item D to set a public hearing for the 2017-2018 City budget.

Councilmember Canfield advised he would abstain from voting since there was a payment for Canfield Plumbing and Heating in the accounts payable.

Councilmember Teelander referred to the minutes from the April 17, 2017 meeting. He commented on having some type of a “Sister City Social”. He explained this wasn’t just for the trails only, but rather getting communities together and exploring ideas.

IT WAS MOVED BY HODGES and seconded by PHILLIPS to approve the consent agenda as amended.

- Approval of the Agenda.
- Approve and place on file the regular and closed session minutes of the April 17, 2017 City Council meeting.
- Authorize payment of invoices in the amount of \$150,753.14.

YES: Mayor DeVore, Councilmember Hodges, Councilmember Phillips, and Councilmember Teelander.

NO: None. ABSENT: None. Abstain: Canfield. MOTION CARRIED.

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

There were no comments.

4. **OLD BUSINESS.**

No old business.

5. **NEW BUSINESS.**

a. Wayfinding Signage – Grant from Community Fund.

City Manager Michael Burns advised in 2013, the City of Lowell received a grant in the amount of \$53,500 from the Lowell Area Community Fund Foundation for the development of a Wayfinding signage system in the City. This is directional signage to the many different areas in town. A plan was put into place by his predecessor and no movement of it has occurred.

We are at the point where we need to decide if we would like to move forward in planning this or we may have to return the money. Burns stated he has been in communication with Andrea Ketchmark of the North Country Trail and it appears they were working collaboratively with his predecessor on this for a few years prior. Burns suggested there be discussion with the Council on this matter to see if they would like to move forward with this idea.

By general consensus, the Council agreed to move forward with the Wayfinding Signage.

b. Park Agreements.

- Lowell Little League Agreement and Resolution 11-17.
- Y.M.C.A. Agreement and Resolution 12-17.
- Backyard Dreams Agreement and Resolution 13-17.

The resolutions and agreements between the City and Lowell Little League, the YMCA and Backyard Dreams pertaining to park usage contracts for their entities were presented to the City Council.

All are standardized three year contracts with options to renew annually. Each entity will be notified by November the year prior if there is an increase to the participation fee.

IT WAS MOVED BY PHILLIPS and seconded by TEELANDER to approve Resolution 11-17, agreement with Lowell Little League.

YES: Councilmember Hodges, Councilmember Phillips, Councilmember Teelander, Councilmember Canfield, and Mayor DeVore. NO: None. ABSENT: None. MOTION CARRIED.

IT WAS MOVED BY DEVORE and seconded by CANFIELD to approve Resolution 12-17, agreement with Y.M.C.A.

YES: Councilmember Phillips, Councilmember Teelander, Councilmember Canfield, Mayor DeVore, and Councilmember Hodges. NO: None. ABSENT: None. MOTION CARRIED.

IT WAS MOVED BY DEVORE and seconded by TEELANDER to approve Resolution 13-17, agreement with Backyard Dreams.

YES: Councilmember Teelander, Councilmember Canfield, Mayor DeVore, Councilmember Hodges, and Councilmember Phillips. NO: None. ABSENT: None. MOTION CARRIED.

c. Fire Authority and Building Maintenance.

City Manager Burns explained there has been some confusion between the Public Works Director, Fire Chief and himself regarding who is responsible for maintaining the building at the Fire Station. He advised there are a number of maintenance upgrades at the Fire Station that the Fire Authority is willing to address but yet the City does not have the funds to take care of these upgrades. In addition, the building is currently under the City's insurance policy, which means that the City Manager does have some authority to dictate what can occur in the building they operate.

Burns advised that at the March 27, 2017 Fire Authority meeting, both he and the Fire Chief discussed their concerns with the Board. The Authority was supportive of a letter of understanding between them and the City on the matter.

Burns advised he is asking the Council to consider this as it would clear up a lot of confusion between the City and Fire Authority going forward. If the Council is supportive, Burns will ask City Attorney Richard Wendt to draft that memorandum.

By general consensus, the Council agreed to have Wendt draft a memorandum.

d. Set Public Hearing – Budget.

Burns advised the Council needs to set a public hearing for May 15, 2017 regarding the 2017/18 budget.

IT WAS MOVED BY HODGES and seconded by PHILLIPS to set the public hearing for the Monday, May 15, 2017 regarding the 2017/18 budget.

YES: Mayor DeVore, Councilmember Hodges, Councilmember Phillips, Councilmember Teelander, and Councilmember Canfield. NO: None. ABSENT: None. MOTION CARRIED.

6. **BOARDS AND COMISSION REPORTS.**

Councilmember Phillips advised the next Historic District Commission meeting is on May 23, 2017 at 6:00 p.m.

Councilmember Hodges advised the Look Fund Committee will meet on Wednesday, May 3, 2017 at 4:00 p.m. and Fire Authority will meet on Monday, May 8, 2017 at 3:30 p.m.

Councilmember Canfield advised Parks and Rec met last week and they did approve the three park agreements that were brought to the Council tonight. Canfield noted park surveys have been received and the results are being compiled.

Councilmember Teelander advised he did not have any meetings, but he did have a nice tour of the Hydro Dam. Teelander advised the Planning Commission will meet on May 8th at 7:00 p.m., LARA will meet on May 10th at 6:00 p.m. and Lowell Light and Power will meet on May 11th at 6:00 p.m.

Mayor DeVore advised the DDA meeting for May 4th has been cancelled.

7. **MANAGER'S REPORT.**

City Manager Burns reported on the following:

- Bio-digester – There are rumors regarding the bio-digester starting back up. He is not aware of this. Burns advised they do not have their wastewater discharge permits; therefore they cannot operate without this permit. A proposal may be brought to the Council in the near future.
- Chief Bukala – On April 17th, Burns placed Chief Bukala on administrative leave. While he cannot disclose the reason, he can say he is not being investigated for sexual deviancy, embezzlement, bribery or fraudulent activity. Sergeant Christopher Hurst is now acting Chief of Police and Officer Michael Stephens will be on full time status until this matter is resolved.
- Budget Workshop will be held on Saturday, May 6th at Lowell Light and Power beginning at 10:00 a.m.
- Monthly newsletter will be written by Amanda Schrauben starting with the June edition.
- Mayor Exchange will be here on May 19th and the City will be going to Wayland on June 16th.
- Fenton downtown tour on June 23rd.

8. **COUNCIL COMMENTS.**

Councilmember Phillips thanked all the departments and the City staff for a wonderful job they do for the City. Phillips also thanked Amanda Schrauben for helping out the City with the newsletter.

Councilmember Hodges advised that the Lowell Rotary Club had a successful auction on Friday night and it was well attended. All the proceeds from the auction will go toward the new Showboat. Hodges also advised that Coffee with Council will be on Saturday, May 6th at 8:00 a.m.

Councilmember Canfield commented on the street situation throughout the City and provided couple suggestions. City Manager Mike Burns advised it should start with discussion amongst the Council, find out the costs and go from there. Burns believed a comprehensive plan needs to be put in place.

Canfield inquired if a decision had been made concerning the food truck ordinance. Burns stated he would check with City Attorney Richard Wendt regarding the status.

Canfield also questioned when the last time Lowell Light and Power's pilot number had been reviewed. General Manager Steve Donkersloot stated this should be reviewed every five years and would check into this further.

Canfield also thanked Susan Maxwell-Stevens for writing the City newsletters over the years and congratulated Amanda Schrauben for the opportunity to fill Maxwell-Stevens place.

Councilmember Teelander referenced the hat he brought to the meeting. He suggested the idea of selling hats, mugs, etc. to raise funds for the Showboat.

Mayor DeVore reminded everyone to vote tomorrow. He also mentioned Coffee with Council on Saturday, May 6th.

9. **ADJOURNMENT.**

IT WAS MOVED BY HODGES and seconded by TEELANDER to adjourn at 7:28 p.m.

YES: 5. NO: NONE. ABSENT: NONE. MOTION CARRIED.

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk