

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, MAY 15, 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, Alan Teelander and Mayor DeVore.

Absent: Councilmember Jeff Phillips.

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 ABSENCE.**

IT WAS MOVED BY HODGES and seconded by TEELANDER to approve the absence of Councilmember Phillips.

YES: 4. NO: 0. ABSENT: 1 MOTION CARRIED.

3. **APPROVAL OF THE CONSENT AGENDA**

IT WAS MOVED BY TEELANDER and seconded by HODGES to approve the consent agenda as written.

- Approval of the Agenda.
- Approve and place on file the regular and closed session minutes of the May 1, 2017 City Council meeting.
- Approve and place on file the minutes of the May 6, 2017 budget work session meeting.
- Authorize payment of invoices in the amount of \$802,797.29.

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

NO: None. ABSENT: 1. (Phillips) Abstain: Canfield. MOTION CARRIED.

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

There were no comments.

5. **OLD BUSINESS.**

No old business.

6. **NEW BUSINESS.**

a. Public Hearing – 2017/18 Budget.

City Manager Mike Burns spoke in reference to approving the budget after the public hearing is held.

Mayor Mike DeVore opened the public hearing for comments on the Annual Budget.

There were no public comments and the public hearing was closed.

b. Resolution 14-17 – Adopting City of Lowell Annual Budget for Fiscal Year 2017-18.

Councilmember Hodges thanked Treasurer Sue Olin and City Manager Mike Burns for the work they have done getting the budget ready for approval.

IT WAS MOVED BY HODGES and seconded by CANFIELD to adopt Resolution 14-17, City of Lowell Annual Budget for Fiscal Year 2017-18, approving Mileage Levies, Schedules of Rates and Fees, and other matters related to the budget.

Burns advised there was a nominal increase to the water and sewer rates to cover the cost for the bonds.

YES: Mayor DeVore, Councilmember Hodges, Councilmember Teelander, and Councilmember Canfield. NO: None. ABSENT: 1. (Phillips) MOTION CARRIED.

c. Temporary Feather Signs.

City Clerk Susan Ullery advised there is a need to address the issue with the temporary sign ordinance. Currently, the ordinance allows for one temporary sign for each establishment for not more than sixty days per calendar year. Many businesses are using these signs for advertising without coming into the City for a permit and some are displaying several on one parcel.

There was no recommendation at this time; however, a discussion on the topic is important and such feather signs should be addressed.

By general consensus, the Council agreed to forward the issue to the Planning Commission for further review and then provide a recommendation to the Council.

7. **MONTHLY REPORTS.**

There were no comments.

8. **BOARDS AND COMISSION REPORTS.**

Councilmember Hodges advised the Fire Authority meeting was on May 8th. There was continued discussion regarding the fund balance the Fire Department should have on hand. There was also some discussion and resolution passed on the carrying of fire arms and how they check in their personal fire arms. The board finalized their discussion to charge for fire inspections for businesses in the community, not just the City of Lowell. There was also discussion whether fire board members should be paid and it

was determined that in the Authority Agreement, the board members should not be paid, but it was turned over to the various jurisdictions. Hodges went on to note the Arbor Board did not have a meeting this month, but there was a tree planting ceremony at Big Boiler Brewery. Hodges commented that the Look Memorial Fund had \$8,081.00 available for grant applicants. Two were selected, each receiving \$4,000.

Councilmember Canfield had no meetings to report.

Councilmember Teelander advised the Planning Commission met and continued to review Chapters 4 and 17 of the zoning ordinance. The Commission will also began to review the Master Plan. Teelander advised he attended the MPPA meeting with Steve Donkersloot, Marty Chambers and Jim Salzededel. The meeting was interesting and the speakers were enlightening. He also attended a LARA meeting where finalizing the trail down Alden Nash from Gee Drive was discussed. Teelander went on to state he attended the Light and Power Board meeting last Thursday. A crew from Light and Power attended a rodeo in San Antonio, Texas where they performed very well. Next year, the rodeo will be held in Raleigh, North Carolina. The next Light and Power board meeting will be moved to June 7th so the board members can attend the Sizzlin' Summer Concert. Teelander advised the cost of service and rate design study was performed and customer rates will be increased with a finalized amount presented at the July board meeting. The board also approved the current health plan for the employees as well as the budget, which will be presented to Council soon. A forestry truck will be delivered later this week and will be driven by new employee Steven Shay. Teelander also noted the Lowell Light and Power website went live and customers are encouraged to visit it.

Mayor Mike DeVore had no reports.

9. **MANAGER'S REPORT.**

City Manager Burns reported on the following:

- Meeting with Rich LaBombard from the Department of Public Works and Mark Anderson from LARA, and had a conference call with Attorney Dick Wendt and Dave Austin from Williams and Works to try to resolve some issues. Wendt clarified that the existing Code of Ordinance already provides separate definitions for sidewalks and trails; trails are not included in the maintenance requirements laid out for sidewalks. Therefore, no changes are required. LARA is going to seek the easements needed for the trails. They will work with the City to make sure the proper right of way permits are addressed. There will also be a joint meeting with LARA within the next couple of weeks.
- Mayor Exchange Day with the City of Wayland will be on Friday, May 19th.
- Will be meeting with representatives from LEAD on Tuesday, May 16th.
- Chief Bukala is still on paid administrative leave. The investigation is being finished up.
- At the next Committee of a Whole meeting, there will be discussion about the infrastructure and projects and see what costs would be.
- Lowell Area Community Foundation meeting is later this week.

10. **COUNCIL COMMENTS.**

Councilmember Hodges advised that the Lowell Rotary Club has been busy working on the new reading deck on the west side of the library. The library also celebrated its 20th year on Saturday.

Mayor Exchange is coming up and it is always good to share with other communities.

Coffee with Council on May 6th had a good participation.

Councilmember Canfield thanked City Manager Mike Burns for mentioning the road situation and the possibility of having a meeting to get public input.

Councilmember Teelander advised that he and Perry Beachum walked the LARA Trails last week with Kent County Parks Executive Director Kate Myer. Teelander advised she would like to be invited if there is another Council of the Whole meeting with Parks and LARA.

Mayor DeVore thanked all who work at City Hall and the Police Department. He thanked Burns for the budget presentation, which helped him to understand it better.

Mayor DeVore advised that the library celebration was fantastic and the weather was perfect.

11. **ADJOURNMENT.**

IT WAS MOVED BY HODGES and seconded by TEELANDER to adjourn at 7:24 p.m.

YES: 4. NO: NONE. ABSENT: 1. MOTION CARRIED.

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk