

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
MONDAY, OCTOBER 2, 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, Marty Chambers, Jim Hodges, Jeff Phillips, and Mayor DeVore.

Also Present: City Manager Mike Burns, City Clerk Susan Ullery, Department of Public Works Director Rich LaBombard, and Police Chief Steve Bukala.

2. **APPROVAL OF THE CONSENT AGENDA.**

- Approval of the Agenda.
- Approve and place on file the Committee of the Whole minutes of the September 18, 2017 City Council meeting.
- Approve and place on file the regular minutes of the September 18, 2017 City Council meeting.
- Authorize payment of invoices in the amount of \$221,429.52.

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

YES: Councilmember Canfield, Mayor DeVore, Councilmember Hodges, Councilmember Phillips, and Councilmember Chambers.

NO: None. ABSENT: None. MOTION CARRIED.

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

There were no comments.

4. **OLD BUSINESS.**

There was no old business.

5. **NEW BUSINESS.**

- a. Resolution 28-17 - Approving Application of Big Boiler Brewing, LLC, for an Industrial Facilities Exemption Certificate and Property Tax Abatement Agreement.

City Manager Mike Burns advised there was a request from Big Boiler Brewing seeking a Public Act 198 Industrial Facility Tax Credit. They opened this spring and have a craft brewery operation. Craft brewing is deemed a manufacturing process and thus complies as an eligible business able to seek this credit. There is currently an Industrial Development District established in this area of the City and this request would be legal for the abatement under the Public Act.

Big Boiler has been very popular since its grand opening and is becoming a very important part of the revitalized Downtown district. The granting of these tax credits for craft brewing operations is not uncommon in Michigan.

The Public Hearing was then opened and there were no comments from the public or the City Council. The Public Hearing was then closed.

IT WAS MOVED BY CANFIELD and seconded by CHAMBERS to approve Resolution 28-17 approving the Tax Abatement for Big Boiler Brewery for five years with a five year renewal.

YES: Mayor DeVore, Councilmember Hodges, Councilmember Phillips, Councilmember Chambers, and Councilmember Canfield.

NO: None. ABSENT: None. MOTION CARRIED.

b. Resolution 29-17 - Approving and Authorizing the Execution of an Ambulance Service Agreement between the City of Lowell and Rockford Ambulance, Inc.

The City's contract with Lowell EMS will expire on September 30, 2017, which was a five year contract. City Administration has worked with Rockford Ambulance Service to develop a new agreement between the two entities.

The terms of the previous agreement have not changed; however, clauses were added regarding maintenance responsibilities of the building. In addition, provisions have been made where Lowell EMS will provide quarterly reports regarding call runs.

Mayor DeVore had some concerns in reference to who is responsible for landscaping, building maintenance outside, driveways, flowers and grass. Roger Moore, the CEO of Rockford Ambulance, advised they are responsible for the inside and outside of the building. DeVore questioned posting plans in case of a call and what the priority postings are. Moore confirmed they would be staffed 24/7 for calls. DeVore requested the quarterly reports include response times and priorities.

IT WAS MOVED BY HODGES and seconded by CHAMBERS to approve Resolution 29-17 that renews the 5-year agreement with Rockford Ambulance Service for EMS services to the City of Lowell.

YES: Councilmember Hodges, Councilmember Phillips, Councilmember Chambers, Councilmember Canfield, and Mayor DeVore.

NO: None. ABSENT: None. MOTION CARRIED.

Moore also introduced Tim Armstrong who is the new Chief Operations Officer and comes from a private enterprise in Grand Rapids.

c. Wayfinding Sign Consultation.

Department of Public Works Director Rich LaBombard advised that the City is the recipient of a grant from the Lowell Area Community Fund in the amount of \$53,500 to establish wayfinding signage within the City to direct the public to various landmarks and public facilities. Wayfinding is a key concept in the City's place-making plan that was developed in 2015.

The City has requested a quote from Williams and Works to facilitate the wayfinding development process with assistance from an ad hoc committee to review content design and placement of the signage. The fee for this service is \$4,500.

IT WAS MOVED BY DEVORE and seconded by PHILLIPS that the City Council accept Williams and Work's proposal for consulting and facilitating the wayfinding project development and authorize the City Manager to sign the proposal.

YES: Councilmember Phillips, Councilmember Chambers, Councilmember Canfield, Mayor DeVore, and Councilmember Hodges.

NO: None. ABSENT: None. MOTION CARRIED.

d. Flail Mower Purchase.

Department of Public Works received a quote from national Joint Powers Alliance (JNPA) to purchase a flail mower to replace the 1983 Triumph Sickle Bar. The 34-year old sickle bar is in need of replacement because of replacement parts are scarce or have to be fabricated to keep it operational.

The flail mower will be used to cut weeds, brush and small trees from roadsides; to maintain clear vision areas at intersections; to maintain fence lines at the Water Treatment Plant, pump stations and airport; and to control weeds at the Water Treatment Plant ponds and boat launches. The mower will attach to existing DPW equipment. The cost for this equipment is \$19,378.50 and funds for this purchase were budgeted.

IT WAS MOVED BY PHILLIPS and seconded by CANFIELD to approve the purchase of the flail mower in the amount of \$19,378.50 and authorize the City Manager to sign the sales order on behalf of the City.

YES: Councilmember Chambers, Councilmember Canfield, Mayor DeVore, Councilmember Hodges, and Councilmember Phillips.

NO: None. ABSENT: None. MOTION CARRIED.

6. **BOARDS AND COMISSION REPORTS.**

Councilmember Phillips stated there was a Historical District Commission meeting last Tuesday and they did approve a grant application for 101 W. Main pending the Historical District gets the grant money. Phillips stated that next Historical District Commission meeting is October 24<sup>th</sup>.

Councilmember Hodges had nothing to report.

Councilmember Canfield had nothing to report.

Councilmember Chambers had nothing to report.

Mayor DeVore advised the DDA meeting was rescheduled for October 12, 2017 at noon.

7. **MANAGER'S REPORT.**

City Manager Burns reported on the following:

- Laptops have been ordered and should be here by the end of the week.
- He and the City Clerk attended training in Lansing for MEDC on Tuesday and it was very informative. This week, they will attend the second phase of MEDC training, more economic training and downtown development training. Sometime after this training, the Council will be approached to approve a resolution to participate in the redevelopment ready program.
- Leaves are going to be falling and should not be blown into the streets.

8. **APPOINTMENTS.**

Mayor DeVore advised if there were no objections, he would like to table appointments.

9. **COUNCIL COMMENTS.**

Councilmember Phillips thanked City departments and staff for all their hard work and dedication. Phillips advised the Community Clean-up went very well, it was crowded and served a purpose.

Councilmember Hodges also commented on Community Clean-up day, stating it is a cooperative effort by many community members. Hodges also mention attending the Medical Marihuana Conference put on by the Michigan Municipal League. It was very interesting and the Council would like to seek input from the community. Hodges also mentioned the Look Committee Grants are due on October 27 at 4:00 p.m.

Councilmember Canfield stated that Community Clean-up day was impressive and many volunteers made it possible. Canfield also mentioned the Medical Marihuana Conference was interesting and obtained ordinances from other communities regarding this. He explained there are five different divisions in the Medical Marihuana law which allows the City to have one or all five licenses. Canfield also thanked Jeff Dickerman for signing up and volunteering to serve on the Lowell Light and Power Board.

Councilmember Chambers also stated the Medical Marihuana Conference was interesting. They walked away with some new information and learned a lot. Chambers mentioned the Community Clean-up day and heard there were over four hundred cars participating in the event.

Mayor DeVore stated he attended the dedication of the new chess table at the library.

10. **ADJOURNMENT.**

IT WAS MOVED BY HODGES and seconded by CHAMBERS to adjourn at 7:20 p.m.

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

DATE:

APPROVED:

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Mike DeVore, Mayor

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Susan Ullery, City Clerk