

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
MONDAY, OCTOBER 16, 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, Lowell Light and Power General Manager Steve Donkersloot, and Police Chief Steve Bukala.

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

- Approval of the Agenda.
- Approve and place on file the regular minutes of the October 2, 2017 City Council meeting.
- Authorize payment of invoices in the amount of \$275,360.40.
- Reappointment of Charles R. Myers to the Kent District Library's Board of Trustees.

IT WAS MOVED BY HODGES and seconded by CHAMBERS to approve the consent agenda as written. Councilmember Canfield abstained from the invoices for his business.

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

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. **IFT Resolution Modifications 30-17.**

City Manager Mike Burns advised this spring, the Council passed Resolution 16-17 for an Industrial Facility Tax Credit for an expansion to Litehouse, Inc. and at the last City Council meeting on October 2, 2017, Resolution 26-17 was passed for an Industrial Facilities Tax Credit for Big Boiler Brewing.

In the review with the State of Michigan Department of Treasury, the following clause was not in the Resolution for either IFT and it must be added.

“WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within the City of Lowell, after granting this certificate, will not exceed 5% of an amount equal to the sum of the SEV of the unit, plus the SEV of personal and real property thus exempted.”

Attached is Resolution 30-17 to correct this matter for Big Boiler and Resolution 31-17, correcting this matter for Litehouse, Inc.

Burns recommended that the Lowell City Council approve the listed Resolutions as presented.

IT WAS MOVED BY CANFIELD and seconded by HODGES to approve Resolution 30-17 as modified for Big Boiler Brewing.

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

NO: None. ABSENT: None. MOTION CARRIED.

IT WAS MOVED BY CHAMBERS and seconded by PHILLIPS to approve Resolution 31-17 as modified for Litehouse, Inc.

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

NO: None. ABSENT: None. MOTION CARRIED.

b. Street Sweeping.

Department of Public Works Director Rich LaBombard advised that the Department of Public Works solicited bids from vendors to perform routine street sweeping services within the City of Lowell. Sweeping involves collecting, transporting and disposal of debris collected from the curb edges and pavement and prevents the debris from entering into the City’s storm drain system. Approximately five miles of major streets and 40.4 miles of local streets are swept a minimum of two times per year.

The contract is to commence immediately upon council approval and will expire on December 31, 2020, but will allow up to three one-year extensions.

LaBombard recommended the City Council accept the bid and enter into contract with Sanisweep, Inc. of Grand Rapids for street sweeping services and authorize the City Manager to sign the contract on behalf of the City.

Councilmember Hodges had some concerns in reference to the amount of money spent on sweeping the streets and asked LaBombard to look at what a new sweeper would cost. Perhaps it could be used to contract out to schools and some of the other area businesses and our streets could be swept more than twice a year.

Councilmember Canfield advised that one third of the fees are landfill fees. The transport fees do not change. The debris goes to a special landfill as it is hazardous material.

IT WAS MOVED BY HODGES and seconded by CHAMBERS to approve the bid and enter into a contract with Sanisweep, Inc. of Grand Rapids for street sweeping services and authorize the City Manager to sign the contract on behalf of the City.

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

NO: None. ABSENT: None. MOTION CARRIED.

c. Water Distribution Sewer Collection Truck.

Department of Public Works Director Rich LaBombard advised the Department of Public Works has acquired MiDEAL pricing for a new service vehicle to replace the existing ten-year old service truck used for water distribution and sewer collection maintenance services. The replacement of this vehicle is in accordance with the department's equipment replacement plan and was budgeted in the 2017-2018 budget.

The proposed replacement vehicle will be a Chevrolet 3500HD extended cab 4x4 work truck with an aluminum utility box. The vehicle is configured to permit the operator to carry all the necessary supplies and equipment on the vehicle and reduce unnecessary travel away from the job site.

IT WAS MOVED BY PHILLIPS and seconded by CANFIELD to accept the MiDEAL pricing for a new service truck and utility box in the amount of \$63,901.00, and authorize the City Manager to sign the necessary purchaser documents on behalf of the City.

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

NO: None. ABSENT: None. MOTION CARRIED.

d. Set Public Hearing Date for November 20<sup>th</sup> – Committee of the Whole Meeting for Medical Marihuana.

City Manager Mike Burns requested a Public Hearing be set on Monday, November 20, 2017 at the City Council Committee of the Whole meeting at 5:30 p.m. to discuss the topic of Medical Marihuana. This meeting will be held in the Council Chambers at City Hall.

IT WAS MOVED BY HODGES and seconded by CHAMBERS to set a Public Hearing for Monday, November 20, 2017 at the City Council Committee of the Whole meeting at 5:30.

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

NO: None. ABSENT: None. MOTION CARRIED.

6. **BOARDS AND COMISSION REPORTS.**

Councilmember Phillips stated the next Historical District Commission meeting will be Tuesday, October 24, 2017 at 6:00 p.m.

Councilmember Hodges stated he attended the Arbor Board meeting on October 9, 2017. They discussed trees that were growing in the right of way near the 800 block of North Jefferson. Hodges advised there has been some trimming of these trees to avoid damage to the snow plows.

Hodges advised the Arbor Board discussed planting some trees at the Skate Park. He also mentioned the Arbor Board will be planting a red maple at the library to honor him for his 23 years of service to the City.

Councilmember Canfield advised that LARA met and approved Ryan Excavating may begin work on the trail from Gee Drive to West Main Street. Canfield mentioned that a new approach will be installed across the Michigan Wire property as well as replacement of the fence. There will also be some removal of trees at the intersection of Alden Nash and Gee Drive. Canfield advised they were trying to get as much done on the trail before winter. He noted the board is approximately \$60,000 short of funds. Canfield also mentioned that the Parks and Recreation meeting will be held on Tuesday, October 17<sup>th</sup> at 6:00 p.m.

Councilmember Chambers mentioned the Planning Commission met and discussed short-term rentals. He also attended the Light and Power board meeting. The annual audit came back very good.

Mayor DeVore advised he had a Vision meeting with both Lowell and Vergennes Township on October 17<sup>th</sup> at 4:00 p.m.

Herb VanderBilt of 2204 Gee Drive spoke in reference to short-term rentals. There was an article in the Grand Rapids Press in reference to two pieces of Legislation being proposed, House Bill 4503 and Senate Bill 239, which are designed to keep local governments from banning short-term rentals.

#### 7. **MANAGER'S REPORT.**

City Manager Burns reported on the following:

- Phone and landlines problems with the new phone system.
- October 31<sup>st</sup> is Halloween and trick or treating will be from 5:30 – 8:00 p.m.
- Please do not blow leaves out into the streets. This is not a service that is provided by the City.
- Working with Kent County Road Commission in getting Hudson Street added to the construction list for the County in 2018.
- DDA met last week and are interested in taking on the role serving as the Brownfield Authority for the City.
- Laptops are in, but will wait until after the upcoming election to issue.
- At the December 4, 2017 meeting, the auditors will present the City's audit.
- Lew Bender was here this week doing a team building with the DPW and it was a very good day. He will be back on January 24, 2018 and will hold an evening session with the Council and will be working with the DPW staff, Department Directors and the City Manager.

#### 8. **APPOINTMENTS.**

Mayor DeVore advised there were a couple applications for the Planning Commission.

IT WAS MOVED BY HODGES and seconded by CHAMBERS to nominate Amanda Schrauben to the City Planning Commission.

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

NO: None. ABSENT: None. MOTION CARRIED.

9. **COUNCIL COMMENTS.**

Councilmember Phillips thanked City departments and staff for all their hard work and dedication. Phillips also stated that he didn't get out this weekend due to the weather, but hoped everything went well.

Councilmember Hodges commented that it was a lousy weekend, but Harvest Festival went well and Lowell Light and Power was busy despite the rainy weather. He also mentioned that Girl's Night Out is Thursday, October 19<sup>th</sup> as well as the Look Committee Grants are due on October 27 at 4:00 p.m.

Councilmember Canfield had no comments.

Councilmember Chambers thanked Wastewater Treatment Superintendent Mark Mundt for his recent tour at the plant. Chambers stated the Harvest Festival was a lot of fun even in the rain and noted Lowell Light and Power handed out hotdogs and provided bucket rides. The Chili cook-off at Larkin's was phenomenal. It was packed and everyone enjoyed it.

Mayor DeVore mentioned the Look Grants are due Friday, October 27, 2017 at 4:00 p.m. He also mentioned there will be cake served prior to the November 6, 2017 meeting, honoring Councilmember Hodges.

Because Dr. James Reagan missed "Citizen Comments" at the beginning of the meeting, he was allowed to speak in reference to Medical Marihuana.

10. **CLOSED SESSION.**

IT WAS MOVED BY HODGES and seconded by CHAMBERS to go into closed session at the request at City Manager for performance evaluation at 7:28 p.m.

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

NO: NONE. ABSENT: NONE. MOTION CARRIED.

11. **ADJOURNMENT.**

IT WAS MOVED BY HODGES and seconded by CHAMBERS to adjourn at 8:51 p.m.

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

DATE:

APPROVED:

---

Mike DeVore, Mayor

---

Susan Ullery, City Clerk