

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, APRIL 2, 2018, 7:00 P.M.**

1. **CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL.**

The Meeting was called to order at 7:01 p.m. by Councilmember Mike DeVore and City Treasurer Sue Olin called roll.

Present: Councilmembers Greg Canfield, Marty Chambers, Jeff Phillips, Jim Salzwedel, and Mayor DeVore.

Absent: None.

Also Present: City Manager Michael Burns, City Treasurer Sue Olin, Deputy City Clerk Amy Brown and Chris Hurst.

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

- Approval of the Agenda.
- Approve and place on file the regular minutes of the March 19, 2018 City Council meeting.
- Approve and place on file the regular minutes of the March 19, 2018 Committee of the Whole of the City of Lowell meeting.
- Authorize payment of invoices in the amount of \$153,362.50.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to approve the consent agenda as presented, moving New Business ahead of Old Business.

YES: Councilmember Canfield, Mayor DeVore, Councilmember Salzwedel, Councilmember Phillips, and Councilmember Chambers. NO: None. ABSENT: None. MOTION CARRIED.

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

Perry Beachum at 924 Riverside Drive stated he had previously asked some questions at the last council meeting regarding the South Broadway Project, hoping the City would consider a change order and look at putting a trail, designated walk area or sidewalk on South Broadway. Beachum feels it is turning into a truck route and mentioned the railroad tracks are there. He is concerned for the safety of residents walking in or near the area of the project, noting that portion is in Rec Park. Beachum stated that Mayor DeVore had mentioned to him after the last meeting that he was hoping people would go down to Hudson street where there is a sidewalk, but when you get to Ottawa or past the Department of Public Works facilities, there is no sidewalk that would get you to the softball field or the football field.

City Treasurer Suzanne Olin read a letter from Joanne M. Miller of 780 Bowes Road. She was against the proposed trail going through her yard.

4. **NEW BUSINESS.**

a. Hudson Street Mill and Overlay

City Manager Michael Burns stated that Hudson Street throughout the City limits is in very poor condition. For approximately the past six months he has been working with the Kent County Road Commission (KCRC) to devise a plan to repave Hudson St. KCRC would like to complete a mill and overlay of Hudson Street from Main Street to the north city limits (approx. Godfrey) that would be estimated at a cost not to exceed \$177,000. They also provided an estimate to mill and overlay Hudson Street from north of the bridge at the Grand River to Main not to exceed \$125,000. If we opted to complete both projects, the total cost would be estimated at \$302,000.

Burns went on to explain in 1988, Michigan Department of Transportation vacated M-91 that is now Hudson Street. KCRC took over ownership of Hudson, but entered into an agreement with the City to share responsibility for construction and maintenance. However, KCRC would be responsible for all engineering costs.

If the City were to proceed with resurfacing Hudson, our cost would be estimated at \$151,000. Funds are available in the Major Street fund to cover this cost. If approved, Burns has already arranged with KCRC to make the first payment of 50% of the cost shortly after July 1, 2018 and the second payment of 50% prior to December 31, 2019.

KCRC would like to start construction in Mid-May of 2018, with the completion before July 1, 2018. While the schedule is not finalized, the intention is when they are doing the mill and overlay south of Main; this will need to be shut down with north and south thru traffic being diverted to Jackson Street. While north of Main, north and south traffic will still be open but lanes would be reduced.

Burns discussed with KCRC if this project could begin sometime early in the fall to accommodate the current construction on Broadway and would let Wayne Harrall, P.E., Assistant Managing Director - Engineering from KCRC explain their discussion.

Wayne Harrall explained Hudson Street North and South of M21 is in condition needing some type of major repairs, what he proposed with Burns was milling out the top two inches of asphalt, then resurfacing, restriping to be blain configuration the same as is there now. Harrell went on to explain the advantage of bidding earlier in the season and the options of how and where to maintain traffic during the project.

Councilmember Canfield asked if there are compromises in the quality (with the seams, etc.) when you try to keep traffic open on one side. Harrell said that it does affect the quality.

Councilmember Chambers ask about bringing in a portable light for the traffic diversion and Harrell advised it would be the best safety factor to ask the state for a temporary four way stop.

Councilmember Phillips asked how long the Broadway Project will continue and if it will be finished before we start Hudson Street. Burns stated Broadway Project is currently in progress and will continue until the end of June, so they will go in conjunction with each other.

Mayor DeVore asked if there is opportunity for underground infrastructure repair or railroad crossing repair at the same time. Burns stated he opted not to involve railroad at same time as it might slow the project down and the underground infrastructure was not seen as a concern.

IT WAS MOVED BY CANFIELD, and seconded by CHAMBERS to approve the construction of Hudson Street from north of the Grand River Bridge to the north City limits in the methods prescribed at an estimated cost not to exceed \$151,000. It is also recommended that the City make payments in the methods prescribed and utilize the Major Street Fund for this expenditure.

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

NO: None. ABSENT: None. MOTION CARRIED.

b. Traffic Signal Cost Share.

City Manager Mike Burns stated that in October 2017, the City requested the KCRC study the intersection of Hudson and Bowes to determine if a traffic signal is warranted. The study determined a signal is necessary given the traffic volumes at peak hours and given the proposed improvements to Bowes and Broadway Streets that will increase truck traffic at the intersection.

The County estimates the cost of the installation of the traffic signal and equipment is no more than \$120,000 and since the intersection is shared 50/50 between the City and the Road Commission, 50 percent of the installation, traffic signal energy and maintenance costs are the responsibility of the City. The signal will also include pedestrian signals on each of the four legs of the intersection.

Funds for this project have been allocated from the \$3.2 million bond issued in 2017.

IT WAS MOVED BY CANFIELD, and seconded by PHILLIPS to approve the cost share agreement with the Kent County Road Commission and authorize the Mayor and City Clerk to sign the agreement on behalf of the City.

YES: Councilmember Salzwedel, Councilmember Phillips, Councilmember Chambers, Councilmember Chambers and Mayor DeVore.

NO: None. ABSENT: None. MOTION CARRIED.

c. Resolution 11-18 – Grand River Water Trail

City Manager Mike Burns stated The West Michigan Environmental Action Council attended the March 20, 2018, Park and Recreation Commission meeting and gave a presentation about the Grand River Water Trail Project. The proposed Grand River Water Trail route extends from Jackson County to Lake Michigan and will promote recreational opportunities along the Grand River and also has the potential to have an economic impact on local communities like Lowell. The City's support of recognizing the Grand River Trail plan is an important step formalizing the trail system and furthering the goal of establishing a statewide system of water trails.

Burns introduced a representative from the West Michigan Environmental Action Council, Natalie Henley, who explained what the Water Trail Project is and the benefits of it and some amenities that go along with it. Henley explained that they are going for a national designation which involves seven steps which are Recreation, Education, Conservation, Communitive Support, Public Information, Trail Maintenance and Planning.

The Parks and Recreation Commission are supportive of the proposed Grand River Water Trail Project and recommend approval of the Resolution of Support as presented.

IT WAS MOVED BY PHILLIPS, and seconded by CHAMBERS to approve Resolution 11-18 as presented.

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

NO: None. ABSENT None. MOTION CARRIED.

d. Alternative City Hall Hours and Staffing Schedule

City Manager Michael Burns proposed an alternative schedule for City Hall staff after reviewing the matter and gathering data to support lack of traffic coming in and/or calling for services on Fridays. The council concurred to look at some other options and review at a later date.

5. **OLD BUSINESS**

a. Sidewalk Code Enforcement

City Manager Mike Burns brought back for further discussion that the City is trying to enforce the sidewalk standard that is currently in place. He went on to say we did get \$27,000 for improvement to sidewalks and parks so we are making an effort. He stated we did previously make a recommendation to accept the modifications of the sidewalk policy and procedures. Burns explained the DPW would conduct sidewalk inspections this spring, notify the property owner, the property owner would have until June 1, 2019 to get everything into compliance and we would waive the right of way fees up until that point. After June 1, 2019 enforcement would become effective. Once we do enforce the sidewalk code, we will modify the fee schedule for that. Repairs will be required to be up to current code.

Dick Johnson of 1575 Sibley expressed his concern for the sidewalk enforcement. He stated he was promised for several years that his sidewalk would be repaired by the City but they ran out of money and it was never repaired and now he feels the City is giving back the ownership of the sidewalk to the residents and requiring them to fix them within a twelve month period. He is concerned for people on fixed incomes to find money for these enforcements.

Councilmember Canfield stated that the sidewalks have always been the responsibility of the residents.

IT WAS MOVED BY SALZWEDEL, and seconded by CHAMBERS to support the Sidewalk Code Enforcement as presented.

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

NO: None. ABSENT: None. MOTION CARRIED.

6. **BOARD/COMMISSION REPORTS.**

Councilmember Phillips reported on the Historic District Commission meeting, they received a few permits for roofs and window replacements, all were approved.

Councilmember Salzwedel had no report.

Councilmember Canfield reported on the last Park and Recreation meeting stating Natalie Henley, the representative from the West Michigan Environmental Action Council, gave her presentation and he thought it was great and looks forward to the Water Trail coming through the area.

Councilmember Chambers had no report but advised the next Planning Commission meeting is April 9th. Lowell Light and Power meeting will be April 12th. Coffee with Council will be Saturday, April 7th at 8:00 a.m.

Mayor DeVore stated they had their Vision meeting. They discussed the Township Bridge, the park, the trail and the showboat. Fire Authority meeting was cancelled last month but this month will be April 9th at 3:30. Arbor Board is April 9th at noon. DDA was moved from April 5th to the 12th and Fair Board has asked Mayor Devore for representation from the City at their next meeting April 17th.

7. **MANAGER REPORT**

City Manager Mike Burns discussed that the meeting with Lou Bender on March 28th went very well. Advised the next Committee of the Whole meeting will be Monday the 16th and the discussion will be the showboat. He is currently working on the budget and it will be ready for review on April 16th. Budget session will be held Saturday, April 28th at 10:00 a.m. at Lowell Light and Power. Dan Burton, who is an International Walkability Expert, will be conducting the walking audit downtown and will be here on May 15th. RFQ for Qualifications for Contractual Building Inspection Services have been posted and the deadline will be April 27th.

8. **APPOINTMENTS**

Mayor DeVore stated April McClure was on the DDA and her term has expired but would like to continue so we need to make that appointment official. Barb Zanstra resigned from Local Officer Compensation Commission (term thru 2021) and the LCTV (term through 2018), so we need to put out notices for applicants for those boards.

9. **COUNCIL COMMENTS.**

Councilmember Phillips thanked all staff and departments for their hard work. Phillips also said he viewed an aired demics for the Chamber and thought it was well put together by one of our citizens and it reminded him of what a great community this is. Phillips also thanked the Police Chief for helping the airport select a sergeant.

Councilmember Salzwedel had no comments.

Councilmember Canfield thanked Mike Burns for all the people he brings in to help the City and that is really makes a difference.

Councilmember Chambers had no comments.

Mayor DeVore thanked Mike Burns for bringing in Lou Bender and also welcomed Amy Brown who is taking over for Theresa Mundt.

10. **ADJOURNMENT.**

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to adjourn at 8:02 p.m.

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk