

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, OCTOBER 1, 2018, 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 DeVore and City Clerk Sue Ullery called roll.

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

Absent: None.

Also Present: City Manager Michael Burns, City Clerk Sue Ullery, DPW Director Rich LaBombard.

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

- Approval of the Agenda.
- Approve and place on file the regular minutes of the September 17, 2018 City Council meeting as written.
- Authorize payment of invoices in the amount of \$303,542.71.

IT WAS MOVED BY CHAMBERS and seconded by CANFIELD to approve the consent agenda as presented.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

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

There was none.

4. **OLD BUSINESS.**

There was none.

5. **NEW BUSINESS.**

a. **KDL Annual Report.**

Katie Oliver, KDL Board member representing the City of Lowell introduced herself and her role. Lindsey Dorfman, KDL Director of Operations presented the KDL Annual 2017 Report. Heather Woods-Grazma shared some local statistics and stories from the KDL library in the City of Lowell.

b. Wayfinding Sign Bids.

City Manager Mike Burns stated in October 2012, the City was awarded a grant for \$53,500 from the Lowell Area Community Fund to develop a consistent directional and wayfinding signage plan that incorporates the City's logo. Wayfinding signage has the added benefit of creating a cohesive signage plan, community branding elements, and will eliminate sign clutter in the downtown area. Approximately one year ago, City Council approved hiring Williams and Works to facilitate the development of the wayfinding signage standards and specifications and an ad hoc committee was formed to guide the process. With Williams and Works assistance, the committee selected a design that incorporated MDOT standards and approved twelve placement locations throughout the City. On September 5, 2018, Williams and Works advertised the completed wayfinding bid package and received the following responses:

- Universal Sign Systems, Grand Rapids, MI - \$19,770.00
- Praise Sign Company, Grandville, MI - \$22,965.00
- Valley City Sign Co., Comstock Park, MI - \$39,385.22

Funds for this activity are from the Lowell Area Community Fund Grant.

IT WAS MOVED BY CHAMBERS and seconded by PHILLIPS that the Lowell City Council accept the bid from Universal Sign Systems in the amount of \$19,770.00 to fabricate and install twelve aluminum wayfinding signs per Williams and Works' proposal dated September 5, 2018.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

c. Resolution 28-18 – Friends of the Library Memorandum of Understanding.

Assistant City Manager stated the Friends of the Englehardt Lowell Library (Friends) are interested in making continued improvements to the city-owned property located at 200 N. Monroe Street to benefit library patrons. The Friends envision a reading garden with landscaping and outdoor seating that will enhance the patron's visit and interaction with the Library. The Friends have developed conceptual plans, raised funds for construction and have proposed a maintenance plan. The attached resolution and memorandum of understanding outlines the expectations of the Friends group and shows the proposed areas of improvement.

IT WAS MOVED BY CANFIELD and seconded by SALZWEDEL that the Lowell City Council adopt Resolution 28-18 and execute the memorandum of understanding granting the Friends of the Englehardt Library permission to proceed with improvements to the grounds at 200 N. Monroe Street.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

d. Proposal One.

City Manager Michael Burns showed an overview on the projector of Proposal One (legalizing marijuana for recreational use) that is on the November 6, 2018 election ballot, what it means and summarized some of the issues which will evolve for municipalities to consider if this ballot initiative passes.

6. **BOARD/COMMISSION REPORTS.**

Councilmember Chambers stated that Lowell Light & Power has agreed to enter into a Solar Power purchase agreement with the Michigan Power Agency and that will start somewhere between 2019 and 2020. The Lowell Light & Power board approved two resolutions that are five-year engineering plans regarding Line 105 which will take lines underground and also a new connection which will be called Connection 204, which will run three-phase power to the other side of the river.

7. **MANAGER'S REPORT.**

City Manager Mike Burns reported the following:

- Lighthouse now has the industrial pretreatment permit issued to them and we are still working with Brian VanderMuelen and the City Attorney on a sewer ordinance amendment that will meet DEQ's approval and we will be coming to Council once it is ready. It is in regards to Lighthouse's higher amounts of concentrated waste (Biochemical Oxygen Demand) they will temporarily be dumping into our system for 6 months until they get their new system.
- Recently, we have been receiving complaints regarding an Airbnb at 216 E. Main. They have been served a notice that they are not in compliance and they will be requesting a special land use permit at the November 12, 2018 planning commission meeting.
- Speed signs on Hudson Street are helping to slow traffic down and we are still waiting to hear from the State (MDOT) for clearance to put speed signs back up on Main Street, hopefully in three weeks.
- RFP to purchase 2560 Bowes is out and the deadline for that is October 18, 2018.
- Last week, we received an application from King Milling for an industrial facility tax credit for their proposed expansion and staff is reviewing that currently and will come to Council for review in the near future.
- The new City of Lowell website should be up this week or next.
- Consumers Energy is beginning a project to put a gas main into the community and will begin at the intersection of Main and Broadway and will be running to the Lowell Light & Power building and then go south of the building across to Riverside. They will be doing an upgrade on the gas line through there and removing the green block building that is on the river and then the regular is going to be moving inside the fence on the Lowell Light & Power property.

8. **APPOINTMENTS.**

There are no new appointments.

9. **COUNCIL COMMENTS.**

Councilmember Canfield stated Council all attended the Michigan Municipal League (MML) Conference last week in Grand Rapids and that it was excellent, educational and well done.

Councilmember Canfield attended both the MML and the MPL Conferences and they were quite impressive. Breakout sessions were great, and he gained a lot of knowledge from attending them.

Councilmember Phillips also agreed the MML was amazing and great information, thanks for signing us up and thank you to the staff for the great job they do.

Councilmember Salzwedel agreed the MML Conference was outstanding and he learned that all cities and townships.... size matters, but they all have the same issues that we are facing.

Mayor DeVore stated the best part about the MML Conference is the breakout sessions and the networking and speaking with other people. Thank you to Michael Burns and Susan Ullery for getting Council to the conference again.

10. **ADJOURNMENT.**

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to adjourn at 7:45.
YES: 5. NO: None. ABSENT: None. MOTION CARRIED.

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk