

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, JANUARY 7, 2019, 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, Cliff Yankovich, Jim Salzwedel, and Mayor DeVore.

Absent: None.

Also Present: City Manager Michael Burns, City Clerk Susan Ullery, and Police Chief Steve Bukala, DPW Director Rich LaBombard, Light & Power Steve Donkersloot and City Treasurer Sue Olin.

2. **REVIEW RULES OF PROCEDURE FOR THE LOWELL CITY COUNCIL.**

IT WAS MOVED BY CANFIELD and seconded by CHAMBERS to approve the Rules of Procedure as presented.

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

NO: None

ABSENT: None.

MOTION CARRIED.

3. **APPROVAL OF THE CONSENT AGENDA.**

- Approval of the Agenda.
- Approve and place on file the minutes of the December 17, 2018 Committee of the Whole, Regular and Closed Session City Council meetings.
- Grand Rapids Community College – Collection of Summer Property Taxes for 2019.
- Authorize payment of invoices in the amount of \$212,006.09.

IT WAS MOVED BY YANKOVICH and seconded by CHAMBERS to approve the consent agenda as written.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

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

There were none.

5. **OLD BUSINESS.**

a. Showboat.

City Manager Michael Burns stated the City of Lowell has received a grant in the amount of \$1.3 million thanks to the State of Michigan and Governor Dave Hildebrand who signed it into law on December 28, 2019. We will receive our funds January 19, 2019. We have the funding and are ready to move forward. Showboat committee should meet to put a plan back together then report back to council in the next few weeks as an action to move forward.

6. **NEW BUSINESS**

a. Audit Presentation.

Peter Haefner who represents Vredevelde Haefner LLC, spoke and gave a PowerPoint presentation of the results of the City of Lowell's Audit. It was their opinion, the financial statements present fairly, in all materials respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Lowell, Michigan, as of June 30, 2018, and the respective changes in financial position and, where applicable, cash flows thereof for the year ended in accordance with accounting principles generally accepted in the United States of America.

b. Annual Authorization of Signature for City Bank Accounts and Designations of Depository Banks.

IT WAS MOVED BY CHAMBERS and seconded by CANFIELD that the Lowell City Council approve the annual authorization of signatures for City Bank Accounts and designation of depository banks as proposed.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

c. MDOT Resolution 01-19.

City Manager Michael Burns stated the MDOT Resolution 01-19 is an agreement between Michigan Department of Transportation (MDOT) and the City of Lowell and is necessary for the installation of our Wayfinding signs that will be installed in the next few weeks as well as our installed and activated electronic speed signs. Due to both the wayfinding and electronic speed signs being installed on M-21, or East and West Main Street, MDOT controls the right of way so this allows the City of Lowell to install and maintain the above mentioned signs.

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL to approve the Resolution 01-19 for the Special Trunk Line Maintenance permit as presented.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

d. Set Public Hearing – Resolution 02-19 Industrial Development District King Milling.

City Manager Michael Burns stated Resolution 02-19 is to set a public hearing date for an Industrial Development District to be established for an expansion of the King Milling property located at 149 S. Broadway St. If the City wishes to consider an Industrial Facility Tax Credit under Public Act 198, a District for this parcel must be established. An application for this abatement has been filed regarding this Property. The resolution is required per state statute and proper legal notifications must and will occur.

IT WAS MOVED BY CHAMBERS and seconded by YANKOVICH to approve Resolution 02-19 as presented.

YES: Councilmember Chambers, Councilmember Canfield, Mayor Devore, Councilmember Salzwedel and Councilmember Yankovich.

NO: None.

ABSENT: None.

MOTION CARRIED.

e. LL&P Board Compensation for 2019 – Resolution 03-19.

Steve Donkersloot with Lowell Light & Power stated Section 16.1 of Chapter 16 of the City Charter requires the City Council to set, each year, the compensation for the Board members of the Board of Lowell Light and Power. In 2018, the compensation was set at \$35 per regular or special meeting with a maximum of 20 meetings that could be paid – which equates to a total annual amount not to exceed \$700 and are requesting to do the same for 2019.

IT WAS MOVED BY YANKOVICH and seconded by CHAMBERS for the 2019 calendar year the compensation for the Board members of the Board of Light and Power shall be \$35 per regular or special meeting for a maximum of 20 meetings and a total annual amount not to exceed \$700.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

f. Public Hearing for the Small Urban Program.

City Manager Michael Burns stated the City Administration recently learned about being a participant in the Michigan Department of Transportation Small Urban Program and is eligible to submit projects to the Fiscal Year 2021-2023 call for projects. This program awards transportation projects on a rotating basis to small urban areas with populations of 5,000 to 50,000. The maximum award amount is \$375,000 in federal funds for roads construction costs (no engineering). The City would need to provide a 20% match to that construction cost. Monroe from Fremont to Avery is federal and eligible and able to participate in this program.

IT WAS MOVED BY CANFIELD and seconded by CHAMBERS to set a public hearing for January 22, 2019 to hear comment on the application of Monroe St. from Fremont to Avery in the Michigan Department of Transportation Small Urban Program.

YES: Mayor DeVore, Councilmember Salzwedel, Councilmember Yankovich, Councilmember Chambers

and Councilmember Canfield.

NO: None.

ABSENT: None

MOTION CARRIED.

7. **BOARD/COMMISSION REPORTS.**

Councilmember Salzwedel stated the LCTV Endowment Board will meet February 8, 2019 at 5:00 p.m. at City Hall and all requests need to be turned in by then.

Mayor DeVore stated the Downtown Development Authority is meeting Thursday, January 10, 2019. Fire Authority met earlier today and topic of discussion was full time staffing. They are going to present this to Lowell Township on January 21, 2019, City of Lowell City Council on January 22, 2019 and then Vergennes Township on January 30, 2019. They are also sending out a member satisfaction survey and Devore will bring us the results.

8. **MANAGER'S REPORT.**

City Manager Mike Burns reported on the following:

- Happy New Year to everyone.
- Next City Council meeting will be on Tuesday January 22, 2019 because City Hall will be closed for Martin Luther King Jr. Day (Monday, January 21, 2019).
- Received word from Prien & Newhoff today that they are working with Williams and Works right now to be able to provide us with a preliminary capital improvement plan for administration first to review and then we can come back to the council to discuss for the Saw Grant.
- Thursday Burns met with Williams & Works at the joint meeting with the park board and was directed to get a sketch of the park space that we might be acquiring in the land transfer. William & Works is drafting some sketches and Burns will present to the park board when he receives them.
- Thursday, Burns and the Police Chief met with MDOT to discuss the left hand turn signal on Hudson and were informed that at the end of 2016, they did a study to determine whether or not we had enough traffic to constitute a left handed turn signal and at the time determined we did not. Since that time, they realize that the traffic has increased on Main and Hudson and are going to come out this Spring and do another test to determine whether or not we are now eligible.
- Fire Authority will be presenting at the next Council meeting,
- Planning Commission Meeting for January 14, 2019 is cancelled but there will be a joint meeting with the Lowell City Council on January 22, 2019 at 5:30 pm to discuss an ordinance for commercial recreational marijuana facilities in the City of Lowell.
- Doctor Lew Bender will be here Jan 30, 2019 from 5 to 9. Location to be determined but will try to hold it at the Fire Hall again.

City Manager then turned it over to the Police Chief Steve Bukala to discuss his Police accreditation program.

Police Chief Steve Bukala stated it has been a number of years since they have done a full evaluation on

the Police Departments policies and procedures and he was looking at doing that this year. The Michigan Association of Chief of Police has started an accreditation program similar to the national program that has been state certified by Michigan Coalition of Law Enforcement Standards. One of our local agencies just completed the accreditation process last year and that is Rockford. Bukala stated he has been meeting with his colleagues in Rockford and they are similar in size to Lowell, he thought this would be a good opportunity to get our department accredited and the process takes about two years. Next month Sargent Chris Hurst and Police Chief Steve Bukala will be heading to Lansing to start the accreditation program.

9. **APPOINTMENTS.**

By general consensus, City Council approved the Recreation and Park Committee to have a feasibility study committee.

10. **COUNCIL COMMENTS.**

Councilmember Chambers wished everyone a Happy New Year and is pleased with the great news about the Showboat.

Mayor DeVore wished everyone a Happy New Year as well and stated he was able to attend Coffee with Council on January 5, 2019

11. **ADJOURNMENT.**

IT WAS MOVED SALZWEDEL and seconded by CHAMBERS to adjourn at 7:46 p.m.

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk