

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, JUNE 17, 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 DeVore and City Clerk Sue Ullery called roll.

Present: Councilmembers Marty Chambers, Cliff Yankovich, Jim Salzwedel, Greg Canfield and Mayor DeVore.

Absent: None.

Also Present: City Manager Michael Burns, Chief of Police Steve Bukala, City Clerk Sue Ullery.

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

- Approval of the Agenda.
- Approve and place on file the minutes of the regular City Council Meeting and the minutes of the joint meeting between City Council & the Planning Commission of June 3, 2019.
- Authorize payment of invoices in the amount of \$273,251,70.

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

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

NO: None.

ABSENT: None.

MOTION CARRIED.

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

There was none.

4. **OLD BUSINESS**

a. Showboat Update.

City Manager Michael Burns stated with the departure of Rich LaBombard from the City, he will become the new project manager for the Showboat. Last week, he had met with the committee and gave an update on what is happening. Burns stated he was pleased to say the committee through Rich's leadership is on the path toward completion of the project. Their focus currently is to finalize a budget for the project as there are two projects, first the Showboat and then the revision of the old DPW garage where they envision rest rooms, meeting rooms and an improvement to the facade. In order to have a budget in place, they need a completion of plans. On July 10, 2019 the committee expects to receive 90% plans for the mechanical, electric and interior of the boat along with the 90% plans for the plumbing, mechanical, electric and interior of the DPW garage. It is our intent to have plans, specs, details and quantities for both the garage and Showboat.

Burns continued by August 1, 2019, we anticipate being able to craft a final budget for both and make a determination if we can only build the restrooms at this time or complete the entire DPW garage. Shortly thereafter, we intend to bid out a general contractor for both the interior of the Showboat and the DPW garage. It is possible that the general contractor may want to take on both but they will be bid out as separate projects. Once the general contractor comes on board, they will be able to subcontract the necessary work. The next step would be construction, the committee envisions construction on the garage during the winter months and to finish construction of the boat once it arrives next spring.

b. Fireworks Ordinance revision.

City Manager Michael Burns stated at the end of the 2018 legislative cycle, the Michigan Fireworks Safety Act (Public Act 256 of 2011) was revised reducing the number of days one can shoot off unrestricted fireworks, from 30 to 12. Our current ordinance doesn't necessarily align with the statute. Burns stated he would like to discuss revising the City of Lowell Fireworks ordinance to comply with the new statute.

The Councilmembers discussed mirroring the state statute but adding specific time frames and also adding the Riverwalk Festival as that does not fall on a holiday. Councilmember Chambers added we need to be considerate of the veterans and animals as it does cause some problems for some of them.

c. City Income Tax.

City Manager Michael Burns updated Council. He put the Frequently Questions & Answers and the Study that was done up on the website, and there are more questions and answers that can go up. Burns stated he is still having trouble with adding the calculator. He did meet with Sable PR about helping us put information out for the ballot proposal and he will be working on that in the next couple weeks.

d. South Broadway.

City Manager Michael Burns addressed the Council and asked what they wanted to contribute for the asphalt before he scheduled a meeting with King Milling. They agreed to pay half of the \$12,000.

5. **NEW BUSINESS**

a. Stainless Steel Salter.

City Manager Michael Burns stated in the current fiscal year we budgeted to purchase a stainless steel salter for one of our plow trucks. Mi-Deal gave us a quote to purchase the salter and the price is \$21,799. The City has held on as long as they could to keep the previous salter, however, the winter we just completed has in essence completed its useful life. Funds are budgeted in the Equipment Fund for this purchase.

IT WAS MOVED BY YANKOVICH and seconded by CANFIELD for the City of Lowell to purchase the Monroe dual anger stainless steel through the MI-Deal purchasing consortium at a cost not to exceed \$21,799..

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

NO: None.

ABSENT: None.

MOTION CARRIED.

b. Classification and Compensation Study.

City Manager Michael Burns stated in the approved Fiscal Year 2019-2020, funds have been budgeted to complete a classification and compensation study. It should be noted the City last completed a classification and compensation study in 2001. We need to align job descriptions to the tasks they are expected to complete and an eighteen year lapse since the last time this was analyzed is needed. We will perform analysis for the City Hall staff and DPW staff. The Michigan Municipal League provides this service to its member communities. I requested a proposal for the services and the cost for the full study is \$1,080 per position evaluated. The City would evaluate 12 positions. The total cost is \$12,960 and the general fund would pay \$7560 and the water fund would pay \$5400 for the study. We anticipate the study being conducted in the early fall with completion some time in December or January.

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL that the City of Lowell complete a classification and compensation study for staff at a cost not to exceed \$12,960.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

c. PROTEC membership.

City Manager Michael Burns stated PROTEC, the Michigan Coalition to Protect Public Rights-of-Way has been an organization for 23 years. Their purpose is to take the lead to coordinate actions to protect local government interests and to inform municipal officials of significant developments in the area of public right of way management. In the past, they have been actively involved in issues regarding the placement of cable boxes, and other utility objects in the right of way. They have also been involved in protecting PEG Channels and the fees associated with them. This group is currently involved in the fight regarding Small Cell/DAS legislation. The cost of the membership to the City of Lowell is \$472.88.

IT WAS MOVED BY SAZWEDEL and seconded by CHAMBER to approve the City's membership in PROTEC.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

d. 2018-2019 Budget Amendments – Resolution 23-19.

City Treasurer Sue Olin went through the annual budget amendments.

IT WAS MOVED BY CANFIELD and seconded by CHAMBERS to approve Resolution 23-19 which outlines the amendments to the City of Lowell annual budget for fiscal year 2018-2019.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

e. City Income -Tax Resolution 24-19.

City Manager Michael Burns stated at our last City Council meeting, the City Attorney and I were directed to prepare a resolution regarding the City Income Tax. A resolution was requested to ensure that funds from the City Income Tax available after accounting for the millage rate reduction and administrative costs will be used only for public street maintenance, repair and replacement.

IT WAS MOVED BY CHAMBERS and seconded by YANKOVICH that Lowell City Council approve Resolution 24-19 as presented.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

6. **BOARD/COMMISSION REPORTS.**

Councilmember Canfield stated that LARA Board met last week and Dave Austin was present and let us know that we haven't heard anything back from the state applications yet. We are still currently about 1.6 million short of what we need to complete the trail project and we need to have those commitments by October. We are working with the North Country trails because part of the area through is now in kind of a wetlands and so they would use the boardwalk that we proposed there and that would allow them to help to contribute, so we are hoping for some money there and still working on some other major donor. We have authorized Dave Austin at our expense to write some grants to these other boards to try to secure the other money. The Airport board also met and they did not get the \$500,000 grant that they had applied for and hoped to get so we'll apply again for that next year. Great Lakes paving completed the paving between a couple of the airport hangars and it looks great.

Councilmember Yankovich went to the Chamber Board meeting. The Historical Commission had asked for \$50,000 and they received \$25,000. Park & Rec meeting went well. Camping was number 3 behind kayaking and picnicking but we had a lot of participation for Design Day of Recreation Park and we have some time to make the design just what the City is looking for.

Mayor DeVore attended the Fire Authority meeting and the Kent County Fire Commission representative came in and explained all the changes that were approved with the new contract. Discussed financing in 2022 for the County Fire Truck.

7. **MONTHLY REPORTS.**

There was none.

8. **MANAGERS REPORT.**

City Manager Michael Burns reported on the following:

- Filling in as Public Works Director so spending half his time at DPW and half his time at City Hall. Good to get the knowledge of what is going on in the DPW. We did interview six candidates for the DPW Director position and four of them will be brought back for a second interview on Friday.
- Park & Rec met on Wednesday. Yankovich covered the Design Day success and details.
- Some individuals have been doing some minor vandalism nightly before the magnetic locks go off at the bathrooms at Creekside Park. The police are keeping watch and frequently going there.

9. **APPOINTMENTS.**

The Historic District Commission has an appointment opening.

The Construction Board of Appeals has an appointment opening.

10. **COUNCIL COMMENTS.**

Councilmember Chambers said he took off and did an 1,800-mile trip and saw a lot of our country. It is a big country but he was never so happy to come back to our Lowell City limits. He saw a lot of little cities like ours and they all have a lot of the same issues and it was fun but he was very happy to come back home to the City of Lowell.

Councilmember Yankovich stated he was happy that the City Manager and Councilmember Canfield were being proactive with the Ware Road Landfill and feels that is the right thing to do.

11. **ADJOURNMENT.**

IT WAS MOVED SALZWEDEL and seconded by CHAMBERS to adjourn at 7:34 p.m.

DATE:

APPROVED:

Mike DeVore, Mayor

Sue Ullery, Lowell City Clerk