

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF NOVEMBER 16, 2020
7:30 P.M.
VIRTUAL MEETING**

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: COUNCILMEMBER NICHOLAS L. PIDEK

PLEDGE OF ALLEGIANCE: COUNCILMEMBER ROBERT J. TEICH, JR.

PRESENT: Mayor Christopher T. Eveleth, Mayor Pro-Tem Susan J. Osika, Councilmembers Janae L. Fear, Jerome C. Haber, Daniel A. Law, Nicholas L. Pidek, and Robert J. Teich, Jr.

ABSENT: None.

APPROVE AGENDA

Motion by Mayor Pro-Tem Osika to approve the agenda with the following addition as Item of Business 3:

3. Cancel 5th Monday Meeting.

Motion supported by Councilmember Pidek and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF NOVEMBER 2, 2020

Motion by Councilmember Pidek to approve the Minutes of the Regular Meeting of November 2, 2020 as presented.

Motion supported by Councilmember Law and concurred in by unanimous vote.

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

There were no citizen comments.

Mayor Eveleth wished everyone a happy Thanksgiving.

Councilmember Fear announced that the Planning Commission has prepared a revised Master Plan and is looking for public input. The plan can be found on the City's website along with a short survey. She encouraged people to review the document and provide feedback.

Mayor Eveleth indicated that a recent amendment to the Open Meetings Act would allow the City to meet virtually until the end of the year. Further it would allow the City to continue meeting virtually in 2021 if a state of emergency is declared. He informed the Council that it was his intention to declare a state of emergency and continue meeting virtually to protect vulnerable people.

CONSENT AGENDA

City Manager Nathan R. Henne noted a correction to the grant funding agreement for J. Harrison Property, LLC, indicating that the work to be done was for fire suppression, not architectural services (Recitals, Section D).

Motion by Councilmember Pidek to approve the Consent Agenda, with the noted correction, as follows:

Glow 5K Run/Walk Permission. Approve request from Owosso Main Street for use of Exchange Street from Water to Washington, Water Street from Exchange to North, and North

Street from Water to the entrance to Owosso High School on Saturday, November 28, 2020 from 8:00 a.m. until 11:00 a.m. for the Glow 5K Run/Walk, waive the insurance requirement, and authorize Traffic Control Order No. 1440 formalizing the request.

OMS/DDA RLF Grant Funding Approval – J. Harrison Property, LLC. Approve the application from J. Harrison Property, LLC requesting a grant from the OMS/DDA Revolving Loan Fund in the amount of \$25,000.00 for fire suppression construction at 216 W. Main Street as detailed below:

RESOLUTION NO. 135-2020

**RESOLUTION AUTHORIZING
THE APPROVAL OF THE RELEASE OF OMS/DDA REVOLVING LOAN FUND GRANT TO
J. HARRISON PROPERTY, LLC.
ASSOCIATED TO WORK AT 216 W. MAIN STREET**

WHEREAS, in 1994 the city of Owosso established the Downtown Owosso Revolving (formerly UDAG/CDBG) Loan Program for projects within the Owosso Downtown Development Authority district; and

WHEREAS, on June 17, 2019 City Council approved the new OMS/DDA Revolving Loan & Grant Program, giving stewardship of the loan and grant process to the Owosso Main Street/DDA Board.

WHEREAS, on October 11, 2020 a grant application was submitted to the OMS/DDA for a grant request from J. Harrison Property, LLC for \$25,000.00 for fire suppression construction associated with upper-level residential units at 216 W. Main Street.

WHEREAS, on October 26, 2020 the OMS/DDA Design & Business Vitality – Revolving Loan Sub-Committee reviewed and approved the application, giving it an overall score of 40. This score is above the 30 points required for consideration.

WHEREAS, on November 4, 2020 the OMS/DDA Board of Directors approved the application.

NOW THEREFORE BE IT RESOLVED by the city council of the city of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso approves the grant of \$25,000.00 to J. Harrison Property, LLC. for fire suppression construction associated with upper-level residential units at 216 W. Main Street according to the terms & specifications determined by the OMS/DDA Loan & Grant Manual.

SECOND: The accounts payable department is authorized to release said grant funds to J. Harrison Property, LLC in the amount of \$25,000.00.

Purchase Authorization - Public Safety Vehicle Equipment Changeover. Waive competitive bidding requirements, authorize contract with Mid Michigan Emergency Equipment Sales and Service L.L.C. for the removal, supply, and installation of public safety equipment in the new police utility vehicle in the amount of \$8,824.00, and further authorize payment to the vendor upon satisfactory completion of the work as follows:

RESOLUTION NO. 136-2020

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR
REMOVAL, SUPPLY, AND INSTALLATION OF PUBLIC SAFETY
EQUIPMENT IN A NEW POLICE VEHICLE
WITH MID MICHIGAN EMERGENCY EQUIPMENT SALES AND SERVICE LLC**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has purchased a new police vehicle that need to have equipment and DVR cameras installed in them; and

WHEREAS, the new vehicles will require additional new public safety equipment to be properly outfitted for service; and

WHEREAS, the City of Owosso received a quote from Mid-Michigan Emergency Equipment Sales and Service LLC for the removal of the old equipment, supply of select pieces of new equipment, and the installation of all said equipment; and it is hereby determined that this company is qualified to perform the work requested; and

WHEREAS, a waiver of the bidding requirements is requested as professional services are exempt from competitive bidding and the estimated cost for the products to be purchased falls under the \$5,000 Council threshold.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to contract with Mid-Michigan Emergency Equipment Sales and Service LLC for the removal, purchase, and installation of public safety equipment in City Police vehicles in the amount of \$8,824.00.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and Mid-Michigan Emergency Equipment Sales and Service LLC.
- THIRD: The Accounts Payable Department is hereby authorized to issue payment to Mid-Michigan Emergency Equipment Sales and Service LLC in the amount of \$8,824.00 upon delivery of the equipment and satisfactory completion of the work.
- FOURTH: The above expenses shall be paid from the Police equipment fund 101-300-978.000.

Purchase Authorization – Mower. Authorize purchase of one John Deere commercial grounds mower from D&G Equipment utilizing MiDeal State Contract No. 071B7700085, in the amount of \$20,612.79 and further authorize payment to the vendor upon satisfactory receipt of said equipment as detailed below:

RESOLUTION NO. 137-2020

**AUTHORIZING PURCHASE AGREEMENT TO
D & G EQUIPMENT OF CORUNNA, MICHIGAN TO PROCURE A JOHN DEERE GROUNDS
MOWER FOR USE IN THE FLEET MOTOR POOL**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the replacement of a Grounds Mower to be used for grounds maintenance of city owned properties, and

WHEREAS, the existing John Deere grounds mower purchased in 2002 has expended its useful life, and

WHEREAS, the City of Owosso Director of Public Services & Utilities has reviewed the replacement equipment on the State of Michigan MiDeal Contract as priced by D&G Equipment, and recommends authorizing a purchase agreement between the city of Owosso and D&G Equipment for the purchase of a C15 John Deere compact tractor with mower deck on the current State of Michigan MiDeal Contract.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with D&G Equipment of Corunna, Michigan for the purchase of a John Deere compact tractor and mower deck on State of Michigan & Macomb Contract 071B7700085, for use in the Fleet Motor Pool, in the amount of \$20,612.79.
- SECOND: The accounts payable department is authorized to submit payment to D&G Equipment in the amount of \$20,612.79.
- THIRD: The above expenses shall be paid from account no. 661-901-979.000.

Purchase Authorization – Chipper Body. Authorize purchase of one chipper body for an existing swap loader truck chassis from Truck & Trailer Specialties utilizing MiDeal State Contract No. 071B7700086 in the amount of \$10,055.00 and further authorize payment to the vendor upon satisfactory receipt of said equipment as follows:

RESOLUTION NO. 138-2020

**AUTHORIZING PURCHASE AGREEMENT WITH
TRUCK & TRAILER SPECIALTIES OF HOWELL, MICHIGAN TO PROCURE A CHIPPER
BODY FOR USE IN THE FLEET MOTOR POOL**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the purchase of a chipper body to be used for tree and brush grindings, and

WHEREAS, this lower cost equipment will be used to replace a more expensive combination truck and chipper body, and

WHEREAS, the City of Owosso Director of Public Services & Utilities has reviewed the replacement equipment on the State of Michigan MiDeal Contract as priced by Truck & Trailer Specialties, and recommends authorizing a purchase agreement between the city of Owosso and Truck & Trailer Specialties on the current State of Michigan MiDeal Contract.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with Truck & Trailer Specialties of Howell, Michigan for the purchase of a chipper body on State of Michigan Contract 071B770086, for use in the Fleet Motor Pool, in the amount of \$10,055.00.

SECOND: The accounts payable department is authorized to submit payment to Truck & Trailer Specialties in the amount of \$10,055.00.

THIRD: The above expenses shall be paid from account no. 661-901-979.000.

Warrant No. 593. Authorize Warrant No. 593 as follows:

Vendor	Description	Fund	Amount
Michigan Municipal League Workers' Compensation Fund	Workers' compensation contributions- 3 rd of 4 installments for FY 20/21	Various	\$23,110.00

Check Register – October 2020. Affirm check disbursements totaling \$2,851,209.22 for October 2020.

Motion supported by Councilmember Haber.

Roll Call Vote.

AYES: Councilmember Haber, Mayor Pro-Tem Osika, Councilmembers Law, Teich, Fear, Pidek, and Mayor Eveleth.

NAYS: None.

ITEMS OF BUSINESS

COVID Reopening Plan

City Manager Henne presented the revised COVID reopening plan saying we would be moving back to Phase 1 in response to the State Health Department's recent emergency order. He went on to say that the original plan has been edited to follow the law newly at its base. The City is no longer under a state of emergency and as such he does not have the authority to close City Hall on his own so he is looking to Council to make the decision. Lastly, he suggested the Council consider suspending shut offs again, as they expired with the state of emergency declaration.

There was discussion among Council about whether all City services could be provided while City Hall is closed and whether a further state of emergency should be declared.

Motion by Councilmember Fear to adopt the plan as presented and suspend water shutoffs until further notice.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

AYES: Councilmembers Pidek, Haber, Fear, Teich, Mayor Pro-Tem Osika, Councilmember Law, and Mayor Eveleth.

NAYS: None.

Mayor Eveleth indicated that he would like to get together with staff to discuss a future state of emergency declaration.

Closed Session

Motion by Councilmember Fear to authorize holding closed session after the conclusion of Communications for the purpose of consulting with its attorney regarding trial or settlement strategy in connection with specific pending litigation.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmembers Fear, Pidek, Law, Mayor Pro-Tem Osika, Councilmembers Haber, Teich, and Mayor Eveleth.

NAYS: None.

Cancel 5th Monday Meeting

Motion by Mayor Pro-Tem Osika to cancel the 5th Monday Meeting originally scheduled for November 30, 2020.

Motion supported by Councilmember Haber.

Roll Call Vote.

AYES: Councilmembers Pidek, Law, Mayor Pro-Tem Osika, Councilmembers Teich, Fear, and Mayor Eveleth.

NAYS: Councilmember Haber.

COMMUNICATIONS

- N. Bradley Hissong, Building Official. October 2020 Building Department Report.
- N. Bradley Hissong Building Official. October 2020 Code Violations Report.
- N. Bradley Hissong Building Official. October 2020 Inspections Report.
- Kevin D. Lenkart, Public Safety Director. October 2020 Police Report.
- Kevin D. Lenkart, Public Safety Director. October 2020 Fire Report.
- Owosso Historical Commission. Minutes of September 14, 2020.
- Owosso Main Street/DDA. Minutes of October 7, 2020.
- WWTP Review Board. Minutes of October 27, 2020.
- Parks & Recreation. Minutes of October 28, 2020.

THE COUNCIL RECESSED TO CLOSED SESSION AT 8:28 P.M.

THE COUNCIL RETURNED FROM CLOSED SESSION AT 9:37 P.M.

Approval of Minutes

Motion by Councilmember Pidek to approve the minutes of the closed session of September 21, 2020 as presented.

Motion supported by Mayor Pro-Tem Osika and concurred in by unanimous vote.

ADJOURNMENT

Motion by Councilmember Fear for adjournment at 9:39 p.m.

Motion supported by Councilmember Haber and concurred in by unanimous vote.

Christopher T. Eveleth, Mayor

Amy K. Kirkland, City Clerk