

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF MAY 15, 2017
7:30 P.M.**

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH
OPENING PRAYER: COUNCILMEMBER BURTON D. FOX
PLEDGE OF ALLEGIANCE: OHS ECONOMIC STUDENTS
PRESENT: Mayor Christopher T. Eveleth, Mayor Pro-Tem Susan J. Osika, Councilmembers Loreen F. Bailey, Burton D. Fox, Elaine M. Greenway, Daniel A. Law, and Robert J. Teich, Jr.
ABSENT: None.

APPROVE AGENDA

Motion by Councilmember Teich to approve the agenda as presented.
Motion supported by Councilmember Fox and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF MAY 1, 2017

Motion by Councilmember Fox to approve the Minutes of the Regular Meeting of May 1, 2017 as presented.
Motion supported by Councilmember Bailey and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF SPECIAL MEETING OF MAY 4, 2017

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Special Meeting of May 4, 2017 as presented.
Motion supported by Councilmember Bailey and concurred in by unanimous vote.

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

**Special Assessment District No. 2017-07 **Chipman Street
From Willow Springs Drive to Harding Avenue****

A public hearing was conducted to receive citizen comment regarding Resolution No. 3 for proposed Special Assessment District No. 2017-07 for Chipman Street from Willow Springs Drive to Harding Avenue for street resurfacing.

The following people commented regarding the proposed amendment:
Timothy Root, 804 N. Chipman Street, questioned why he should pay to have the street redone when it was fine before the new watermain was installed. He said he felt there were other areas in more need of work. He also said he felt the watermain was replaced due to high lead levels in the water.

Clark Harder, 807 North Chipman Street, expressed the same concerns as Mr. Root saying he felt there were other areas that needed attention more. He also expressed concerns regarding the special assessment process and whether the project will exacerbate the flooding problems in the area.

Holly Bentley, 803 N. Chipman Street, said her section of the street was resurfaced two years ago and is now being forced to pay for more work because it wasn't done right the first time. She inquired about whether grant funds were available and where the street bond money went. She said she also felt there was an issue with lead in the water.

Mayor Eveleth noted that the City has employed the special assessment process to help pay for street projects for many years, that it allows the City to do more work each year. He noted that the City is able to obtain grant money for street projects on occasion and the money is used to lower the cost to residents. Finally, he stated that the City has no lead watermain and has not had lead mains for many years. The City treats its water and that when lead is detected in the water it is coming from pipes owned by the homeowner.

Utilities Director Glenn Chinavare spoke to the necessity of the project saying the impetus for selecting Chipman Street was based on use of a pavement rating system, the desire to complete work started in the past, and to improve water access. He also noted that residents are not being charged for installation of the new watermain.

Mayor Pro-Tem Osika asked whether the street was being redone because new watermain was being installed. Utilities Director Chinavare indicated the street needed rehabilitating and they were taking advantage of that opportunity to install new watermain. He also indicated he was unaware of the drainage issue and would look into the matter.

Councilmember Bailey noted that the intensive pavement analysis performed a few years back indicated that many streets were not holding up because maintenance was not taking place early enough in the lifecycle of the street. She also noted that repairing streets earlier in the cycle saves money in the long run.

Councilmember Fox indicated that the City tries to combine as much work as possible in one area at one time to avoid disturbing the street unnecessarily and he reminded folks that sometimes the deterioration of a street isn't visible to the naked eye. He went on to note that the City is doing its best to stretch the \$10 million street bond monies as far as possible by concentrating on places where the money will be best spent. He said that sometimes doing the worst streets first is not the best use of money over the long term.

Mayor Eveleth said it is never fun to pay a special assessment but projects like these do not get less expensive over time, noting that full reconstruction of one mile of street starts at approximately \$3 million. He said he trusted the City's experts and he would support the project if it were his own street.

Resident of 1001 N. Chipman, called prior to the meeting and spoke with the City Engineer. She questioned whether her entire property would be affected by the project and whether there were plans to resurface Chipman Street from Harding Avenue to the City limits. She was told that only that portion of her property that fronts the proposed construction would be assessed. She was also told that paving Chipman north of Harding Avenue was not part of the current five-year plan.

Motion by Councilmember Fox the following resolution be adopted:

RESOLUTION NO. 57-2017

**ESTABLISHING SPECIAL ASSESSMENT DISTRICT NO. 2017-07
CHIPMAN STREET, FROM WILLOW SPRINGS DRIVE TO HARDING AVENUE
FOR STREET RESURFACING**

WHEREAS, the City Council, after due and legal notice, has met and having heard all persons to be affected by the proposed public improvement more particularly hereinafter described; and

WHEREAS, the City Council deems it advisable and necessary to proceed with said public improvement as more particularly hereinafter described.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council hereby determines to make and proceed with the following described public improvement and to defray a part or the whole cost, as more particularly hereinafter provided, by special assessment upon the property specially benefited: N. Chipman Street, Public Street, from Willow Springs Drive to Harding Avenue.
2. The City Council hereby approves the plans for the aforesaid public improvement as prepared and presented by the City Manager and determines the estimated cost of said public improvement to be \$93,534.00 and approves said estimated cost and determines that the estimated life of said public improvement is twenty (20) years.
3. The City Council determines that of said total estimated cost, the sum of \$37,413.60 be paid by special assessment upon the property specially benefited, as more particularly hereinafter described.
4. The City Council hereby designates the following described property as the special assessment district upon which the special assessment shall be levied: N. Chipman Street, Public Street, from Willow Springs Drive to Harding Avenue for street resurfacing.
5. The City Assessor shall prepare a special assessment roll including all lots and parcels of land within the special assessment district herein designated, and the Assessor shall assess to each such lot or parcel of land such relative portion of the whole sum to be levied against all lands in the special assessment district as the benefit to such lot or parcel of land bears to the total benefits to all lands in such district.

When the Assessor shall have completed the assessment roll, he shall file the special assessment roll with the City Clerk for presentation to the City Council.

Motion supported by Councilmember Bailey.

Roll Call Vote.

AYES: Councilmember Greenway, Mayor Pro-Tem Osika, Councilmembers Teich, Fox, Law, Bailey, and Mayor Eveleth.

NAYS: None.

CITIZEN COMMENTS AND QUESTIONS

Alexis Mueller, OHS teacher, commented on the need to support the planned school millage request saying the community needs to invest in the schools in order for students to succeed.

Owosso High School student Mariah asked for City Council's support. She said there were lots of problems with the buildings that are holding students back and she wants to do better.

Kayla, OHS student, said that she would like to see a future bond proposal pass because it will have a positive impact on the kids coming up. She said she felt that a new school would attract new people and new tax money.

Kimberly, OHS student, said she just moved here a year ago and she found the conditions in the schools were bad. She said she believes they need a new school and that a new building will help the community grow.

Brian, OHS student, said the school itself is great but the building is going downhill. He said a bond could really improve the conditions and that he wants a better future for the students.

Sue Ray, 1218 Nafus Street, said she had a very large sewer bill due but she had never received a bill for almost a year because it was being sent to the former owner. She inquired whether the late fees on the bill could be removed. Mayor Eveleth asked the City Manager to speak with her.

Don Stanley, 1212 Harding Avenue, said that when he arrived home from Arizona this spring he had a \$1500 water bill waiting for him. He said neither the City nor a plumber was able to find the source of the leak and wondered if the City would be willing to forgive half the bill since no one could figure out why the meter indicated so many units had been used.

Ann Bentley, Oak Hill Cemetery Board member, relayed her concerns with on-going flooding issues at the cemetery saying the City is responsible for the flooding and the cemetery will be forced to disable the creek running through the cemetery if the City does not do something to resolve the issue.

County Commissioner Dan McMaster reported that the Commission, after completing their due diligence, awarded a bid to Perrin Construction for the remodeling of the new 911 center. He said the project should start in a couple of weeks with hopes it will be completed in December.

Mayor Pro-Tem Osika asked Commissioner McMaster whether the Commission had approved the grant for voting equipment. McMaster indicated the matter had not come back before the Commission yet. He indicated he would check on the status of the situation.

Mayor Eveleth said it was unfair to say that the City wasn't willing to help with the cemetery issue. He said several people have tried to help but the cemetery simply didn't like the answers they gave.

There was discussion among Council and staff regarding what led up to Mr. Stanley's request for the forgiveness of half of his water bill. Mayor Eveleth expressed a desire to explore the idea of setting up a policy that would help Mr. Stanley and others that might find themselves in a similar situation. He asked that the matter be scheduled for discussion at a later date.

There was also discussion regarding the conditions at the schools, a future bond proposal for a new school, the group exploring said bond proposal, and whether it is possible to split the levy of a bond between the summer & winter tax bills.

The meeting recessed from 9:00 p.m. until 9:09 p.m.

There was Council discussion regarding the drainage issues at Oak Hill Cemetery, issues with the Gute Drain that result in flooding at the cemetery, and petitioning the County to rebuild the drain. There was a question as to whether the letter required a formal response since Ms. Bentley was no longer present at the meeting. Mayor Eveleth indicated he would be meeting with other members of the cemetery board in the near future and would relay the information to them.

CITY MANAGER REPORT

City Manager Crawford noted that the law seems to offer some flexibility as to when a bond is levied on the taxes.

He also let Council know that he would soon be distributing information regarding the second phase of the Oliver Street reconstruction project and they would be asked whether or not to advance the money for the project or wait for the grant funding.

CONSENT AGENDA

Motion by Councilmember Bailey to approve the Consent Agenda as follows:

Special Assessment District No. 2017-06. Authorize Resolution No. 2 setting a public hearing for Monday, June 5, 2017 for proposed Special Assessment District No. 2017-06 for Chipman Street from Oliver Street to King Street as follows:

RESOLUTION NO. 58-2017

**SETTING A PUBLIC HEARING
TO RECEIVE COMMENT REGARDING
PROPOSED SPECIAL ASSESSMENT DISTRICT NO. 2017-01
CHIPMAN STREET FROM OLIVER STREET TO KING STREET**

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

N. Chipman Street, a Public Street, from Oliver Street to King Street; Resurfacing

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$72,348.00 and determines that \$28,939.20 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$43,408.80 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, May 15, 2017 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF SPECIAL ASSESSMENT HEARING
CITY OF OWOSSO, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

N. Chipman Street, a Public Street, from Oliver Street to King Street

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement: **Street Resurfacing**.

The City Council intends to defray apart or all of the cost of the above-described public improvement by special assessment against the above described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, June 5, 2017 for the purpose of hearing any person to be affected by the proposed public improvement.

Set Public Hearing – CDBG Grant Acceptance. Set a public hearing for Monday, June 5, 2017 to receive citizen comment regarding the proposal to accept CDBG grant funding for The 344 Project as detailed below:

RESOLUTION NO. 59-2017

**SETTING THE PUBLIC HEARING
AUTHORIZING THE APPLICATION FOR A
COMMUNITY DEVELOPMENT BLOCK GRANT AND
DESIGNATION OF CERTIFYING OFFICER**

WHEREAS, the city of Owosso has been invited by the Michigan Strategic Fund to submit a CDBG application in the amount of One Million One Hundred Sixty-Six Thousand Seven Hundred Thirty-Seven Dollars (\$1,166,737.00); and

WHEREAS, the city is required to set a public hearing as part of the process in accepting CDBG funds and to designate the mayor as the certifying officer, the person authorized to certify the Michigan CDBG Application, and the person authorized to sign the Grant Agreement and payment requests; and

WHEREAS, the city of Owosso desires to use the CDBG funds for the 344 Building; and

WHEREAS, the proposed project is consistent with the local community development plan as described in the Application; and

WHEREAS, the proposed project will clearly eliminate objectively determinable signs of blight and will be strictly limited to eliminating specific instances of blight outside a defined Slum or Blighted Area; and

WHEREAS, local funds and any other funds to be invested in the project have not been obligated and will not be obligated prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to incur costs from the Michigan Economic Development Corporation.

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

FIRST: the Owosso City Council sets a public hearing for Monday, June 5, 2017 on or about 7:30 p.m. in council chambers at city hall for the purpose of hearing comments for residents or taxpayers within the city of Owosso; and

SECOND: the city clerk gives the notifications as required by law.

Bid Award - Carbon Dioxide. Accept low bid from Matheson Tri-Gas, Inc. for Carbon Dioxide in the amount of \$105.45 per ton, with an estimated annual contract of \$,3163.50, and authorize payment based on the bid unit prices for actual quantities required for the fiscal year ending June 30, 2018 as follows:

RESOLUTION NO. 60-2017

**RESOLUTION AUTHORIZING THE EXECUTION OF A PURCHASE ORDER
FOR CARBON DIOXIDE
FOR THE PERIOD FY2017-2018
FROM MATHESON TRI-GAS, INC. OF LISLE, ILLINOIS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, requires carbon dioxide in bulk deliveries for use in treating municipal drinking water; and

WHEREAS, the City of Owosso solicited competitive bids for carbon dioxide; and it is hereby determined that Matheson Tri-Gas, Inc. is qualified to provide such product and that it has submitted the lowest responsible and responsive bid.

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 purchase carbon dioxide from Matheson Tri-Gas, Inc. in the amount of \$105.45 per ton for the city fiscal year 2017-2018, with an estimated total amount for the year of \$3,163.50.
- SECOND: The accounts payable department is authorized to submit payment to Matheson Tri-Gas, Inc. for the purchase of Bulk CO2 in the amount of \$3,163.50, plus a contingency amount of \$400.00 with prior written approval, for a total of \$3,563.50.
- THIRD: The above expenses shall be paid from the water fund following delivery, and chargeable to account 591-553-743.000.

Bid Award - Calcium Hypochlorite Tablets. Accept low bid from Elhorn Engineering Company for Calcium Hypochlorite Tablets in the amount of \$112.00 per 55-gallon pail, with an estimated annual contract of \$4,256.00, and authorize payment based on the bid unit prices for actual quantities required for the fiscal year ending June 30, 2018 as detailed:

RESOLUTION NO. 61-2017

**RESOLUTION AUTHORIZING THE EXECUTION OF A PURCHASE ORDER
FOR CALCIUM HYPOCHLORITE TABLETS
FOR THE PERIOD FY2017-2018
FROM ELHORN ENGINEERING COMPANY OF MASON, MICHIGAN**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, requires calcium hypochlorite tablets in bulk deliveries for use in treating municipal drinking water; and

WHEREAS, the City of Owosso solicited competitive bids for calcium hypochlorite tablets; and it is hereby determined that Elhorn Engineering Company is qualified to provide such product and that it has submitted the lowest responsible and responsive bid.

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 purchase calcium hypochlorite tablets from Elhorn Engineering Company in the amount of \$112.00 per pail for the city fiscal year 2017-2018 with an estimated total amount for the year of \$4,256.00.
- SECOND: The accounts payable department is authorized to submit payment to Elhorn Engineering Company for the purchase of Calcium Hypochlorite Tablets in the amount of \$4,256.00, plus a contingency amount of \$500.00 with prior written approval, for a total of \$4,756.00.
- THIRD: The above expenses shall be paid from the water fund following delivery, and chargeable to account 591-553-743.000.

Bid Award - Sodium Fluoride. Accept low bid from PVS-Nolwood Chemicals, Inc. for Sodium Fluoride in the amount of \$48.25 per bag, with an estimated annual contract of \$1,930.00, and authorize payment based on the bid unit prices for actual quantities required for the fiscal year ending June 30, 2018 as follows:

RESOLUTION NO. 62-2017

**RESOLUTION AUTHORIZING THE EXECUTION OF A PURCHASE ORDER
FOR HYDROFLUOROSILICIC ACID
FOR THE PERIOD FY2017-2018
FROM PVS-NOLWOOD CHEMICALS, INC. OF DETROIT, MICHIGAN**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, requires calcium hypochlorite tablets in bulk deliveries for use in treating municipal drinking water; and

WHEREAS, the City of Owosso solicited competitive bids for Hydrofluorosilicic Acid/Sodium Fluoride; and it is hereby determined that PVS-Nolwood Chemicals, Inc. of Detroit, Michigan is qualified to provide such product and that it has submitted the lowest responsible and responsive bid.

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 purchase Sodium Fluoride from PVS-Nolwood Chemicals, Inc. in the amount of \$48.25 per bag for the city fiscal year 2017-2018 with an estimated total amount for the year of \$1,930.00.
- SECOND: The accounts payable department is authorized to submit payment to PVS-Nolwood Chemicals, Inc. for the purchase of Sodium Fluoride in the amount of \$1,930.00, plus a contingency amount of \$300.00 with prior written approval, for a total of \$2,230.00.
- THIRD: The above expenses shall be paid from the water fund following delivery, and chargeable to account 591-553-743.000.

Contract Authorization – CDBG Third Party Administrator.* Approve contract with Revitalization, LLC for administrative services related to the City’s management of the CDBG grant for The 344 Project.

RESOLUTION NO. 63-2017

**AUTHORIZING THE SELECTION OF
A CERTIFIED GRANT ADMINISTRATOR
FOR THE 344 BUILDING PROJECT USING
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

WHEREAS, the city of Owosso sought proposals from consultants for management and administrative services required by the City for administration/implementation of a proposed Community Development Block Grant (CDBG) if funded by the state; and

WHEREAS, the project for which funds will be requested consists of the rehabilitation of an historic building, located at 344W. Main Street and proposes a mixed-use redevelopment with 11 new apartments on the second floor and 9,010 square feet of commercial space on the first floor to be white boxed; and

WHEREAS, the city of Owosso posted an Request for Proposal (RFP) on the city website and submitted a the RFP to MITN and the MEDC for posting on the their respective websites for a certified grant administrator for the 344 Building project; and

WHEREAS, the city received two responses from the RFP; and

WHEREAS, a list of those that responded and a copy of each consultants response was sent to the MEDC for review; and

WHEREAS, the city of Owosso used the scoring criteria from the RFP as well as taking into account the proximity of company and number of staff to select Revitalize LLC to perform these services for \$28,640.00; and

WHEREAS, the entire cost for the certified grant administrator will be paid for by the MEDC as part of the grant.

NOW, THEREFORE, BE IT RESOLVED that the Owosso City Council, county of Shiawassee, state of Michigan:

- FIRST: that the city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ Revitalize, LLC to provide administrative consulting services for the 344 Building project; and
- SECOND: that the mayor and city clerk of the city of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit A, Contract for Administrative Consulting Services with Revitalize, LLC.

Purchase Authorization - Data Migration Assistance. Approve agreement with BS&A to assist in the migration of data from the current water system to the new automatic meter reading system in the amount of \$5,000.00 and authorize payment to the vendor upon satisfactory completion of the project as detailed below:

RESOLUTION NO. 64-2017

**AUTHORIZING PURCHASE OF PROFESSIONAL SERVICES
WITH BS&A UTILITY SOFTWARE
IN SUPPORT OF THE NEW
FIXED ADMINISTRATOR AUTOMATIC METER READING (AMR) SYSTEM**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted for BS&A programming and transition services, for the development and installation of a Fixed Network Administrator (FNA) Automatic Reading System (AMR), and

WHEREAS, city of Owosso has received a competitive price for BS&A Utility Billing programming and transition services, for the development and installation of a Fixed Network Administrator AMR system and replacement of water meters, and

WHEREAS, the city of Owosso Director of Public Services and IT Services Director has reviewed the pricing provided by BS&A of Bath, Michigan, and has determined that the programming and transition services as priced are in accordance with AMR contract specifications, and requests a waiver of the purchasing policy as a sole source procurement.

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 BS&A for the procurement of programming and transition services, for development for a Fixed Network Administrator AMR system.
- SECOND: The accounts payable department is authorized to submit payment to BS&A in an amount not to exceed \$5,000.00 for services, for development of a Fixed Network Administrator AMR system.
- THIRD: The above expenses shall be paid from account numbers 591-901-977.000 (Water Fund Capital Outlay).

Purchase Authorization – Water Meters. Authorize sole source purchase of large water meters from ETNA in the amount of \$54,565.00 and further authorize payment to the vendor upon satisfactory receipt of the equipment as follows:

RESOLUTION NO. 65-2017

**AUTHORIZING PURCHASE OF MATERIALS
WITH ETNA SUPPLY FOR WATER METERS
IN SUPPORT OF THE NEW
FIXED ADMINISTRATOR AUTOMATIC METER READING (AMR) SYSTEM**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted for the replacement of water meters, for the development and installation of a Fixed Network Administrator (FNA) Automatic Reading System (AMR), and

WHEREAS, city of Owosso has competitively solicited for pricing for water meters for the development and installation of a Fixed Network Administrator AMR system and replacement of water meters, and

WHEREAS, the city of Owosso Director of Public Services has reviewed the pricing provided by ETNA Supply of Grand Rapids, Michigan, for the meters requested, and has determined that the meters as priced are in accordance with AMR contract specifications, and requests a waiver of the purchasing policy as a sole source procurement.

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 ETNA Supply for the procurement of water meters, for development for a Fixed Network Administrator AMR system.
- SECOND: The accounts payable department is authorized to submit payment to ETNA Supply in an amount not to exceed \$54,565.00 for purchased water meters, for development of a Fixed Network Administrator AMR system.
- THIRD: The above expenses shall be paid from account numbers 591-901-977.000 (Water Fund Capital Outlay).

Purchase Authorization – File Server. Waive competitive bidding requirements, authorize the purchase of one HP ProLiant DL360p Gen8 rack mountable file server for the new automatic meter reading system through the National Joint Powers Alliance contract with CDW-G in the amount of \$6,351.15, and further authorize payment up to the contract amount upon satisfactory receipt of the equipment as detailed:

RESOLUTION NO. 66-2017

**AUTHORIZING PURCHASE OF MATERIALS
WITH CDW FOR A SERVER
IN SUPPORT OF THE NEW
FIXED ADMINISTRATOR AUTOMATIC METER READING (AMR) SYSTEM**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted for the purchase of a new server, for the development and installation of a Fixed Network Administrator (FNA) Automatic Reading System (AMR), and

WHEREAS, city of Owosso has received a competitive price for a new server, for the development and installation of a Fixed Network Administrator AMR system and replacement of water meters, and

WHEREAS, the city of Owosso Director of Public Services and IT Services Director has reviewed the pricing provided by CDW of Vernon, Illinois, and has determined that the server as priced is in accordance with AMR contract specifications, and requests a waiver of the purchasing policy as a sole source procurement.

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 CDW for the procurement of a new server, for development for a Fixed Network Administrator AMR system.

SECOND: The accounts payable department is authorized to submit payment to CDW in an amount not to exceed \$6,351.15 for purchase of a new server, for development of a Fixed Network Administrator AMR system.

THIRD: The above expenses shall be paid from account numbers 591-901-977.000 (Water Fund Capital Outlay).

Warrant No. 542. Authorize Warrant No. 542 as follows:

Vendor	Description	Fund	Amount
William C Brown, PC	Professional services- April 11, 2017 – May 8, 2017	Various	\$9,011.54
Safebuilt Inc.	Building department services-February 2017-was approved on warrant 539 for \$12,893.33, revised amount \$10,060.00	General	\$10,060.00
Safebuilt Inc.	Building department services- March 2017	General	\$9,620.00
B S & A Software	Annual service and support for three modules- May 1, 2017-May 1, 2018	General	\$8,175.00

Check Register – April 2017.* Affirm check disbursements totaling \$579,419.70 for April 2017.

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

The Council received a request from the audience to expedite the second session of Citizen Comments & Questions in light of the late hour.

Motion by Councilmember Fox to suspend the rules of order and move to the second session of Citizen Comments & Questions to accommodate those audience members with early work schedules.

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

CITIZEN COMMENTS AND QUESTIONS

Timothy Root, 804 N. Chipman Street, inquired whether he would be specially assessed when Willow Springs Drive is redone. He reiterated his feeling that other streets need attention more than his section of Chipman Street and that he is not being listened to.

Mayor Eveleth indicated that Mr. Root would be charged when Willow Springs Drive is redone. He also pointed out that payment of his special assessment could be spread over 20 years.

Holly Bentley, 803 N. Chipman Street, wondered why she was included on this special assessment if her street was resurfaced two years ago and if everyone gets specially assessed for roadwork. She asked that if the project is moving forward that the drainage issue is fixed.

City Manager Crawford said everyone gets specially assessed when their street is resurfaced.

Councilmember Fox explained to Mr. Root that the Council worked hard to make sure that each quadrant of the City receives an equal amount of improvement as a result of the street bond.

Alexis Mueller, OHS teacher, gave an example where an old high school was repurposed as a middle school with success. She also took issue with one Councilmember's comparison of the construction costs for a school and a nursing home saying they are not comparable facilities. She said the community cannot keep kicking the school funding issue down the road.

ITEMS OF BUSINESS

Downtown Development Authority General Appropriations Resolution

Motion by Councilmember Fox to adopt the General Appropriations Resolution to authorize the levy of the Downtown Development Authority millage for the 2017-2018 fiscal year as follows:

RESOLUTION NO. 67-2017

**GENERAL APPROPRIATIONS RESOLUTION FOR
THE DOWNTOWN DEVELOPMENT AUTHORITY
FOR FY 2017-18**

WHEREAS, the Authority board met to consider a proposed budget for fiscal year 2017-18, and after deliberations and public input approved a budget; and

WHEREAS, the Owosso City Council held a public hearing on the proposed budget on May 1, 2017 and there was no one to be heard; and,

WHEREAS, it is the intent of the Downtown Development Authority to levy a tax for general operating purposes pursuant to Public Act 197 of 1975 based on the budget summary attached hereto and made part hereof; and

WHEREAS, the general property tax laws, specifically MCL 211.34(d) provide for an annual compound millage reduction calculation applied to the maximum millage rate of two mills authorized by MCL 125.1662; and

WHEREAS, the millage reduction commonly known as the "Headlee" rollback results in a maximum operating millage rate of 1.9215 for which the Authority is authorized to levy,

NOW THEREFORE, BE IT RESOLVED, that the tax levy for the fiscal year commencing July 1, 2017 shall be the rate of 1.9215 per \$1,000 of taxable value of the 2017 assessment roll for the district as approved by the Board of Review,

The levy will generate a revenue yield for operating purposes as follows:

GENERAL OPERATING	1.9215 MILLS	\$29,650
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Motion supported by Councilmember Bailey.

Roll Call Vote.

AYES: Councilmember Fox, Mayor Pro-Tem Osika, Councilmembers Bailey, Greenway, Law, Teich, and Mayor Eveleth.

NAYS: None.

City Budget Adoption

Motion by Councilmember Bailey to adopt General Appropriations Resolution approving the 2017-2018 City Budget as detailed:

RESOLUTION NO. 68-2017

**GENERAL APPROPRIATIONS RESOLUTION
FOR FY 2017-18**

WHEREAS, pursuant to Chapter 8, Section 5 of the Owosso City Charter, the City Council has received the proposed budget for the fiscal year beginning July 1, 2017 and held a public hearing on May 1, 2017; and

WHEREAS, there was no one to be heard it is the intent of the City Council to levy ad valorem and specific property taxes for general operating purposes of the City; for payment of principal and interest on voted indebtedness; and for special voted millage to support public transportation, based on the budget summary for fiscal year 2017-18 attached hereto and made part hereof; and

WHEREAS, the general property tax laws, specifically, MCL 211.34(d) provide for a compound millage reduction calculation applied to the City Charter maximum authorized operating millage rate of 15.0000 mills per thousand of taxable value; and

WHEREAS, this millage reduction commonly known as the Headlee rollback results in a maximum operating millage rate of 13.0070 for which the City is authorized to levy; and

WHEREAS, the Garbage Disposal Plants Act, MCL 123.261, allow for the City to levy up to three mills on all taxable property to provide for the collection and disposal of certain solid wastes; and

WHEREAS, it has been determined that a levy of one mill per \$1,000 of taxable value is required to operate a solid waste recycling program; and

WHEREAS, the voters approved, by a majority, in an election held on August 7, 2012, a millage, not to exceed .3333 mills per \$1,000 of taxable value to support public transportation; and

WHEREAS, the board of the Shiawassee Area Transportation Authority have requested funding from the City equating to a millage of .1522 mills per thousand of taxable value for which the City is authorized to levy; and

WHEREAS, it has been determined that a millage rate of 2.2457 mills per thousand of taxable value, or a lesser rate determined by the annual debt service requirements of the 2017 bond issue, is required for the annual debt service on unlimited tax general obligations bonds;

NOW THEREFORE, BE IT RESOLVED, that the tax levy for the fiscal year commencing July 1, 2017 shall be the rate of 16.4049 per \$1,000 of taxable value of the 2017 assessment roll as approved by the Board of Review; and

The total levy shall be composed of the constituent rates for purposes and with revenue yields described as follows:

GENERAL OPERATING	13.0070	\$3,194,385
GARBAGE DISPOSAL	1.0000	\$245,590
DEBT SERVICE	2.2457	\$551,520
SATA	<u>.1522</u>	<u>\$34,975</u>
	16.4049	\$4,026,470

2017-18 Budget Summary

FUND DESCRIPTION	2015-16 ACTUAL	2016-17 ORIGINAL BUDGET	2016-17 THRU 1/31/2017	2017-18 ADOPTED BUDGET
GENERAL FUND	6,946,279	7,723,050	4,027,362	7,409,531
MAJOR STREET FUND	885,313	1,495,825	780,320	1,241,465
LOCAL STREET FUND	619,041	474,500	365,074	629,850
FAÇADE FUND	0	0	0	1,040,000
CDBG REVOLVING LOAN FUND	38,350	21,000	0	1,000
HOUSING & REDEVELOPMENT	48,331	283,200	54,175	283,200
BROWNFIELD FUND	149,827	2,200,975	401,418	314,472
DOWNTOWN DEVELOPMENT AUTHORITY	200,427	188,500	100,660	189,650
HISTORICAL FUND	72,811	81,650	41,399	98,250
DEBT SERVICE-2010 GO BONDS	56,643	65,950	48,191	74,873
2013 UTGO	62,331	67,025	48,731	66,568
2009 LTGO DEBT	79,188	76,825	18,034	80,118
2016 UTGO BONDS	0	0	0	725,750
CAPITAL PROJECTS-2011 STREET PROGRAM	850	850	0	3,271,300
TRANSPORTATION FUND	71,264	72,225	64,190	45,118
SEWER FUND	1,760,221	3,313,375	777,545	2,386,042
WATER FUND	2,319,874	5,136,875	1,717,203	4,638,078
WASTEWATER FUND	1,684,445	3,322,050	960,235	2,607,436
FLEET MAINTENANCE FUND	416,861	817,025	228,179	806,550

Motion supported by Councilmember Fox.

Roll Call Vote.

AYES: Councilmembers Teich, Fox, Bailey, Law, Mayor Pro-Tem Osika, Councilmember Greenway, and Mayor Eveleth.

NAYS: None.

General Engineering Services Contracts*

Motion by Councilmember Teich to authorize contracting with the Spicer Group, Fleis & Vandenbrink Engineering, Inc., Eng, Inc., and Orchard Hiltz & McCliment to provide professional engineering services for future engineering projects in accordance with the City Purchasing Policy for a period, renewed annually, through June 30, 2020 as follows:

RESOLUTION NO. 69-2017

**AUTHORIZING THE EXECUTION OF AGREEMENTS
FOR PROFESSIONAL ENGINEERING SERVICES WITH
SPICER GROUP,
FLEIS & VANDENBRINK ENGINEERING, INC.
ENG, INC.
OHM ADVISORS**

WHEREAS, the city of Owosso, Michigan, has determined that it is advisable, necessary and in the public interest to secure professional engineering services for various public improvement projects in the city; and

WHEREAS, a quality based selection process was developed to select a qualified engineering firm; and

WHEREAS, the Spicer Group, Fleis & Vandenbrink Engineering Inc., ENG, Inc., and OHM Advisors have been determined as most qualified to perform engineering services through this process.

NOW THEREFORE BE IT RESOLVED by the city of Owosso, county of Shiawassee, state of Michigan:

- FIRST: that the city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ the firms of Spicer Group, Fleis & Vandenbrink Engineering Inc., ENG, Inc., and OHM Advisors to provide professional engineering services for future engineering projects; and
- SECOND: that the mayor and city clerk of the city of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit C-SG-4, Renewal of Agreement for Professional Engineering Services with Spicer Group; and
- THIRD: that the mayor and city clerk of the city of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit C-FV-4, Renewal of Agreement for Professional Engineering Services with Fleis & Vandenbrink Engineering Inc.; and
- FOURTH: that the mayor and city clerk of the city of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit C-ENG-1, Renewal of Agreement for Professional Engineering Services with ENG, Inc.; and
- FIFTH: that the mayor and city clerk of the city of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit A, Agreement for Professional Engineering Services with OHM Advisors.; and
- SIXTH: that the city manager of the city of Owosso is hereby instructed to receive cost proposals from each of these four firms for future projects and make recommendation to the City Council for acceptance and award in accordance with the city of Owosso Purchasing Policy for a period renewed annually through June 30, 2020.

Motion supported by Councilmember Greenway.

Roll Call Vote.

AYES: Mayor Pro-Tem Osika, Councilmembers Law, Teich, Bailey, Greenway, Fox, and Mayor Eveleth.

NAYS: None.

Deficit Elimination Plan – Brownfield Redevelopment District No. 17

Motion by Councilmember Greenway to approve the deficit elimination plan for Brownfield Redevelopment District No. 17 – Cargill-Sonoco Road Project as detailed below:

RESOLUTION NO. 70-2017

**ADOPTING A PLAN TO ELIMINATE
A DEFICIT IN THE BROWNFIELD REDEVELOPMENT FUND**

WHEREAS city of Owosso Brownfield Redevelopment Fund has a \$12,957 deficit fund balance on June 30, 2016; and

WHEREAS, 1971 PA 140 requires that a deficit elimination plan be formulated by the local unit of government and filed with the Michigan Department of Treasury;

NOW THEREFORE, IT IS RESOLVED that the city of Owosso's legislative body adopts the following as the city's Brownfield Redevelopment Fund deficit elimination plan:

	2016/2017	2017/18	2018/19	2019/20
Unrestricted Net Position	\$(193,735)			
Revenue				
Property Taxes				
UTGO Bond Proceeds	2,295,500			
Total Revenue	2,295,500			
Expenditures				
Contractual Services	190,700			
Capital Outlay	1,911,000			
Total Expenditures	2,101,700			
Unrestricted Net Position	65			

	2016/2017	2017/18	2018/19	2019/20
CA-CL (Deficit) July 1	\$(12,957)			
Revenues	2,295,000			
Expenditures	2,101,700			
CA-CL June 30, 2017	180,343			

Explanation: The deficit at June 30, 2016 were expenditures for preliminary engineering to design and bid a public roadway to induce Cargill Incorporated to build a \$20 million dollar food processing plant. The expenditures for 2016/17 are for engineering and construction of that roadway. The prior year deficit and current year expenditures are being financed by unlimited tax general obligation bonds that will be issued when Department of Treasury grants qualified status to the city.

BE IT FURTHER RESOLVED that the city of Owosso's Finance Director submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

AYES: Councilmembers Law, Fox, Mayor Pro-Tem Osika, Councilmembers Bailey, Greenway, Teich, and Mayor Eveleth.

NAYS: None.

COMMUNICATIONS

N. Bradley Hissong, Building Official. April 2017 Building Department Report.
N. Bradley Hissong Building Official. April 2017 Code Violations Report.
Kevin D. Lenkart, Public Safety Director. April 2017 Police Report.
Kevin D. Lenkart, Public Safety Director. April 2017 Fire Report.
Downtown Development Authority/Main Street. Minutes of April 5, 2017.
Historical Commission. Minutes of April 10, 2017.
Planning Commission. Minutes of April 24, 2017.
Parks & Recreation Commission. Minutes of April 25, 2017.

NEXT MEETING

Monday, June 05, 2017

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals - term expires June 30, 2019
 Building Board of Appeals – Alternate - term expires June 30, 2018
 Historical Commission – term expires December 31, 2019
 Parks & Recreation Commission – 2 terms expiring June 30, 2017
 Parks & Recreation Commission – term expires June 30, 2018

ADJOURNMENT

Motion by Councilmember Bailey for adjournment at 9:48 p.m.

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

Christopher T. Eveleth, Mayor

Amy K. Kirkland, City Clerk

*Due to their length, text of marked items is not included in the minutes. Full text of these documents is on file in the Clerk's Office.