

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, DECEMBER 18, 2017
7:30 P.M.**

**Meeting to be held at City Hall
301 West Main Street**

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF DECEMBER 4, 2017:

APPROVAL OF THE MINUTES OF SPECIAL MEETING OF DECEMBER 5, 2017:

APPROVAL OF THE MINUTES OF SPECIAL MEETING OF DECEMBER 6, 2017:

ADDRESSING THE CITY COUNCIL

1. Your comments shall be made during times set aside for that purpose.
2. Stand or raise a hand to indicate that you wish to speak.
3. When recognized, give your name and address and direct your comments and/or questions to any City official in attendance.
4. Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to four (4) minutes duration during the first occasion for citizen comments and questions. Each person shall also be afforded one opportunity of up to three (3) minutes duration during the last occasion provided for citizen comments and questions and one opportunity of up to three (3) minutes duration during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
5. In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.

PROCLAMATIONS / SPECIAL PRESENTATIONS

1. Curwood Festival Check Presentation. Presentation of a \$1,000 donation for maintenance of Curwood Castle from the Curwood Festival.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

CONSENT AGENDA

1. Set Public Hearing - CDBG Grant Application. Set a public hearing for Tuesday, January 2, 2018 to receive citizen comment regarding the proposal to apply for CDBG grant funding for the 2017-18 Façade Grant Project in the amount of \$442,907.00, designate the Mayor as the certifying officer, and commit the City to a \$12,500.00 match.

2. Boards and Commissions Appointments. Approve the following Mayoral Boards and Commissions appointments:

Name	Board/Commission	Term Expires
Mike Selleck	Board of Review	12-31-2022
Jenelle Steele-Elkins	Historical Commission	12-31-2020
Karen Marumoto	Historical Commission	12-31-2020
Annie Ludington	Historical Commission	12-31-2020

3. New Year's Eve Block Party Permission. Approve request from Owosso Main Street for the closure of South Washington Street from Comstock Street to Jerome Avenue on Sunday, December 31, 2017 at 6:30 p.m. until Monday, January 1, 2018 at 1:00 a.m. for the New Year's Eve Block Party, waive the insurance requirement, and approve Traffic Control Order No. 1388 formalizing the request.
4. MDOT Performance Resolution. Authorize resolution outlining the City's responsibilities in relation to the granting of permits by MDOT to construct, operate, use and/or maintain utility or other facilities, or to conduct other activities, on, over, and/or under a state highway right of way.
5. Contract Amendment – Addendum No. 4 – SAW Grant Preparation Contract. Authorize Addendum No. 4 to the SAW Grant Preparation Contract with Capital Consultants, Inc. d/b/a C2ae for construction and design services for sludge thickener improvements at the WWTP in an amount not to exceed \$16,500.00, and further authorize payment to the contractor upon satisfactory completion of the work or portion thereof.
6. Contract Authorization – IT/Network Engineering Services. Authorize contract with Logicalis, Inc. for the provision of network administrator services for the 2018 calendar year in an amount not to exceed \$81,536.00, and further authorize payment to the vendor for services rendered up to the contract amount.
7. Contract Authorization – CDBG Third Party Administrator. Approve contract with Emily J. Pantera for administrative services related to the City's management of the CDBG grant for the 2017-18 Façade Grant Project.
8. Purchase Authorization – City Hall Carpeting. Authorize a purchase order for the purchase of approximately 6,000 square feet of Milliken carpeting for City Hall through the United States Government General Services Administration in an amount not to exceed \$40,000.00.
9. Warrant No. 553. Authorize Warrant No. 553 as follows:

Vendor	Description	Fund	Amount
Michigan Municipal Risk Management Authority	Building and property insurance-3rd installment	Various	\$128,601.50
William C. Brown, PC	Professional services- November 3, 2017 – December 11, 2017	General	\$11,043.76

10. Check Register – November 2017. Affirm check disbursements totaling \$1,198,267.47 for November 2017.

ITEMS OF BUSINESS

1. Lot Split Authorization – 330 North Water Street. Consider authorization of division of a City lot under Michigan Subdivision Control Act for platted lot at 330 North Water Street.
2. 2017 Audit Acceptance. Consider resolution accepting and placing on file the City of Owosso Financial Report for the Fiscal Year Ended June 30, 2017.

3. Gute Drain Petition & Resolution. Consider petitioning the Shiawassee County Drain Commissioner to lay out and establish a drainage district to include the drainage basin that flows through what is commonly known as the Gute Drain.
4. City Manager Candidate Deliberation. Deliberate and determine next steps in the search for a new City Manager.

COMMUNICATIONS

1. Karen K. Ruddy, Finance Director. November 2017 Financial Report.
2. N. Bradley Hissong, Building Official. November 2017 Building Department Report.
3. N. Bradley Hissong, Building Official. November 2017 Code Violations Report.
4. Kevin D. Lenkart, Public Safety Director. November 2017 Police Report.
5. Kevin D. Lenkart, Public Safety Director. November 2017 Fire Report.
6. Zoning Board of Appeals. Minutes of November 21, 2017.
7. Planning Commission. Minutes of November 27, 2017.
8. Parks & Recreation Commission. Minutes of November 29, 2017.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Tuesday, January 02, 2018

BOARDS AND COMMISSIONS OPENINGS

Board of Review – term expires December 31, 2019
Brownfield Redevelopment Authority/LDFA – term expires June 30, 2018
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

ADJOURNMENT

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing, calling, or emailing the following: Owosso City Clerk's Office, 301 West Main Street, Owosso, MI 48867; Phone: (989) 725-0500; Email: city.clerk@ci.owosso.mi.us. The City of Owosso Website address is www.ci.owosso.mi.us.