

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MINUTES OF AUGUST 6, 2018  
7:30 P.M.**

**PRESIDING OFFICER:** MAYOR CHRISTOPHER T. EVELETH

**OPENING PRAYER:** PASTOR MARLENE WEBSTER

**PLEDGE OF ALLEGIANCE:** DDA/MAIN STREET BOARD MEMBER DAVE ACTON

**PRESENT:** Mayor Christopher T. Eveleth, Mayor Pro-Tem Susan J. Osika, Councilmembers Loreen F. Bailey, Elaine M. Greenway, Robert J. Teich, Jr. and Daniel A. Law.

**ABSENT:** None.

**APPROVE AGENDA**

Motion by Councilmember Bailey to approve the agenda as presented.

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

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF JULY 16, 2018**

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Regular Meeting of July 16, 2018 as presented.

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

None.

**PUBLIC HEARINGS**

None.

**CITIZEN COMMENTS AND QUESTIONS**

Alberta Phillips, 401 Corunna Avenue, spoke about the parks bathrooms not being opened and would like to see the City do something about it.

Laura Burroughs, 620 Clark Street, spoke about support for the historical community. She spoke of the need for children to learn history. We have a rich historical and cultural community; support for any resources helps support history.

Nick Pidek, 308 E. Oliver Street, owner of Foster Coffee and Aviator Jane, spoke of his support for OHC saying that since 2014 attendance has increased 300%. He also spoke of the potential increase to businesses in town.

Burton Fox, 216 E. Oliver Street, read a letter to council regarding the water and sewer rates.\*

Dave Acton, 106 N. Washington Street, recommends the 1 mill be on the November 2018 ballot. He spoke of his experiences with OHC and sees the need for maintenance of the structures. He also noted that by putting it on the ballot, it will raise citizen awareness.

Bill Gilbert, 1260 Ada Street, owner of Gilbert's Hardware, is in favor of millage for OHC and the parks.

Sue Ludington, 453 E. King Street, supports the millage as buildings need to be maintained.

Tina, 404 E. Mason Street, spoke about the need for decent housing and rentals. There is a landlord association, but do they need to form a tenant association to make the landlord do the proper repairs?

Carolyn Mitchem, 1204 Orchard Street, was not in favor of millage increases.

Gordon Pennington, 417 E. Oliver Street, said support for millage and preserving historical aspects is crucial. We must maintain these assets or we will lose the preservation. He suggested using a portion of the millage to write for matching grants. Need to promote Owosso, OHC and businesses.

Tom Manke has changed his mind and understands the need to improve the infrastructure. He has been against water rate increases, but after the presentation on July 30, 2018 he now understands.

Jeff Deason, 425 Hintz Road, President Shiawassee Chamber of Commerce, supports the ballot proposal, let the voters decide.

Mike Kline, 204 Stratford Drive, spoke regarding the fence permit at 215 Oakwood on behalf of the owners Troy and Stephanie Chapman. Mr. Chapman also spoke that after receiving his permit it was denied.

Mike Espich, 1124 Ada Street, Chairman of the Parks & Recreation Commission, spoke about parks and continued support.

Carolyn Ebert, 1203 N. Washington Street, support of OHC and millage.

John McCorkle, 315 Prindle Street, spoke about water rates and try 2<sup>nd</sup> option for 1 year.

Gale Spencer, 513 Grover Street, the city just keeps asking for more money and wages have flat-lined. This forces him to sell and leave town.

City Manager Henne stated park bathrooms are being locked due to vandalism – possibly look into a timer system to lock/unlock.

Councilmember Lori Bailey thanked Burton Fox for coming tonight.

Brush collection is August 29, 2018 – 5<sup>th</sup> Wednesday not the 4<sup>th</sup> Wednesday for this month.

### **CITY MANAGER REPORT**

City Manager Henne provided updates to the Project Status Report, with the main focus on the highlighted items.\*

### **CONSENT AGENDA**

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

**Annual Neighborhood Block Party Permission.** Approve request from Jaimi Redmond, Block Party Organizer, for the closure of the corner of E. Oliver St. and N. Gilbert St. to corner of N. Gilbert St. and Queen St. on Saturday, August 25, 2018 from 3:00 p.m. to 10:00 p.m. and authorize Traffic Control Order No. 1399 formalizing the action.

**Bicycle Show and Swap Meet Permission.** Approve request from Rick Morris, Westtown Merchant's member, for the closure of the parking lot at 800 W. Main St. on Sunday, August 12, 2018 from 8:00 a.m. to 3:00 p.m. and authorize Traffic Control Order No. 1400 formalizing the action.

**Owosso Community Players Request for Reserved Parking Spaces.** Approve request from Carl Ludington, OCP Representative, for the use of 2 parking spaces directly in front of OCP for the 2018-2019 OCP shows on the following dates/times: 2018 3:00 pm shows - Sept 9, 16; Nov. 4, 11; Dec. 9; 2018 8:00 pm shows - Sept, 7, 8, 14, 15; Nov. 2, 3, 9, 10; Dec. 7, 8; 2019 3:00 pm shows - Feb 24, Mar 3, Apr 28, May 5, June 16, 23; 2019 8:00 shows - Feb 22, 23, Mar 1, 2, Apr 26, 27, May 3, 4, Jun 14, 15, 21, 22 and authorize Traffic Control Order No. 1401 formalizing the action.

**End of Summer Block Party Permission.** Approve request from Niche Bar and Lounge for the closure of the 100 block of N. Washington St. (between O-Town Café and bank) on Saturday, September 15, 2018 from 5:00 p.m. to 1:00 a.m. and authorize Traffic Control Order No. 1402 formalizing the action.

**Agreement between SRES D and OFD.** Approve agreement between the Shiawassee Regional Education Service District (SRES D) and the City of Owosso Fire Department (OFD) to administer the education and clinical experiences of the students as follows:

#### **RESOLUTION NO. 116-2018**

#### **RESOLUTION AUTHORIZING AGREEMENT BETWEEN SHIAWASSEE REGIONAL SERVICE DISTRICT (SRES D) AND THE CITY OF OWOSSO FIRE DEPARTMENT (OFD)**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has Owosso Fire Department (OFD) personnel that have the skill and knowledge to teach a Basic EMT program; and

WHEREAS, the Shiawassee Regional Service District (SRES D) provides a Basic EMT program for high school students in Shiawassee County; and

WHEREAS, the SRES D has requested City of Owosso OFD personnel to administer the education and clinical experiences of a basic EMT program for the students.

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 approve the agreement between the SRES D and the City of Owosso.

SECOND: OFD personnel will administer the education and clinical experiences for a Basic EMT program for the SRES D students.

**Amend Ambulance Rates.** Approve amendment to the current rate schedule by adding a new rate for "Wait and Return" at \$262.03 and amend the "In-Facility Transport" fee to \$262.03.

#### **RESOLUTION NO. 117-2018**

##### **RESOLUTION AUTHORIZING THE AMENDMENT TO AMBULANCE RATES TO ESTABLISH RATES FOR WAIT AND RETURN TRANSPORTS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a public safety department requiring billing for EMS Services; and

WHEREAS, the City of Owosso set ambulance rates in 2012 and circumstances have changed requiring amendment of these rates to reflect a new service titled "wait and return".

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

FIRST: The City of Owosso and Memorial Hospital have an agreement to provide ambulance service to patients transported from Memorial to other healthcare facilities.

SECOND: Some of these transfers are "wait and return" transfers beginning and ending at Memorial Hospital. Medicare sets the fee for this charge at \$262.03.

THIRD: The fee for "in-facility transfers" will be amended to \$262.03 as set by Medicare.

FOURTH: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to amend the rates to include a Level of Care defined as "Wait and Return" and "In-Facility Transport" at a rate of \$262.03 per run.

**Police Vehicle Changeover.** Approve payment to Mid-Michigan Sales and Service L.L.C. for the purchase of equipment and labor to changeover 2018 Ford Police vehicle in the amount of \$8,605.00 and waive competitive bid process.

#### **RESOLUTION NO. 118-2018**

##### **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 \$8,605.00.
- 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 \$8,605.00 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.

**Professional Services Agreement – Master Plan Update.** Approve an agreement with CIB Planning, Inc. to provide professional services to the city for its Master Plan Update in an amount not to exceed \$20,000.00.

**RESOLUTION NO. 119-2018**

**AUTHORIZING THE EXECUTION OF  
AN AGREEMENT FOR PROFESSIONAL SERVICES  
WITH CIB PLANNING, INC.**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, entered into an agreement with CIB Planning, Inc. by the adoption of this resolution on August 6, 2018; and

WHEREAS, the city and Assistant City Manager & Community Development Director desire to contract with CIB Planning, Inc. for an update of the City's existing Master Plan.

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 engage the services of CIB Planning, Inc. for the provision of professional services to update to the City's Master Plan.
- SECOND: The mayor is instructed and authorized to sign the professional services agreement between the City of Owosso, Michigan and CIB Planning, Inc. in the amount of \$20,000.00.
- THIRD: The accounts payable department is authorized to make payments on invoices to CIB Planning, Inc. for professional services in an amount not to exceed \$20,000.00 after MEDC has been billed the first \$20,000 of the project.
- FOURTH: The above expenses shall be paid for from the Community Development Contractual Services Budget line 101-728-818.000.

**Amendment No. 1 – OHM Advisors for Industrial Park Connector Project.** Approval of Amendment No. 1 to the contract with OHM Advisors for additional engineering services in the amount of \$4,728.00 for testing, recording and general oversight services of questionable soils excavated from the Monroe Street work site.

**RESOLUTION NO. 120-2018**

**AUTHORIZING AMENDMENT NO. 1  
TO THE INDUSTRIAL PARK CONNECTOR PROJECT ENGINEERING SERVICES CONTRACT  
WITH OHM ADVISORS FOR  
ADDITIONAL ENGINEERING SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a Contract with OHM Advisors on November 6, 2017 for engineering design and construction administration services for the Industrial Park Connector Project in the amount of \$145,995.00; and

WHEREAS, the city requests additional services of the consultant to provide testing, recording, and general oversight services for identifying characteristics and proper disposal of questionable soils found on the Monroe Street construction site that is beyond the original contractual scope of services.

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 amend the contract with OHM Advisors for a cost to the city of Owosso of \$4,728.00 for additional engineering services as outlined within the attached proposal.
- SECOND: The mayor and city clerk are requested and authorized to sign Contract Amendment No. 1 to the Contract between the City of Owosso, Michigan and OHM Advisors.
- THIRD: The Accounts Payable department is authorized to make payment up to the amended amount of \$150,723.00 to OHM Advisors upon successful completion of stated work.
- FOURTH: The above expenses shall be paid from the Major Street Construction Account No. 202-451-818.000.

**2019 Street Program - Special Assessment Resolution No. 1.** Approval of 2019 Street Program Special Assessment Resolution No. 1 to identify the following proposed projects for street resurfacing:

Seventh Street: from Oliver Street to King Street:  
Clark Street: from Oliver Street to King Street  
North Street: from west city limits to Chipman Street  
Ryan Street: from Chipman Street to Cedar Street  
Cedar Street: from South Street to Hampton Street  
Palmer Street: from Gute Street to Prindle Street  
Allendale Avenue: from Gould Street to east city limits  
Abrey Avenue: from Melinda Avenue to Allendale Avenue  
Monroe Street: from McMillan Avenue to east city limits  
Washington Street: from Gute Street to Corunna Avenue

**RESOLUTION NO. 121-2018**

**SPECIAL ASSESSMENT RESOLUTION NO. 1  
FOR ABREY AVENUE, FROM MELINDA TO ALLENDALE**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Abrey Avenue from Melinda Avenue to Allendale Avenue:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

**RESOLUTION NO. 122-2018**

**SPECIAL ASSESSMENT RESOLUTION NO. 1  
FOR ALLENDALE AVENUE, FROM GOULD TO THE EAST CITY LIMITS**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Allendale Avenue from Gould Street to east city limits:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

**RESOLUTION NO. 123-2018**

**SPECIAL ASSESSMENT RESOLUTION NO. 1  
FOR CEDAR STREET, FROM SOUTH TO HAMPTON**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Cedar Street from South Street to Hampton Street:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

**RESOLUTION NO. 124-2018**

**SPECIAL ASSESSMENT RESOLUTION NO. 1  
FOR CLARK STREET, FROM OLIVER TO KING**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Clark Street from Oliver Street to King Street:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

**RESOLUTION NO. 125-2018**

**SPECIAL ASSESSMENT RESOLUTION NO. 1  
FOR MONROE STREET, FROM MCMILLAN TO THE EAST CITY LIMITS**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Monroe Street from McMillan Avenue to east city limits:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

**RESOLUTION NO. 126-2018**

**SPECIAL ASSESSMENT RESOLUTION NO. 1  
FOR NORTH STREET, FROM THE WEST CITY LIMITS TO CHIPMAN**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**North Street from west city limits to Chipman Street:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

**RESOLUTION NO. 127-2018**

**SPECIAL ASSESSMENT RESOLUTION NO. 1  
FOR PALMER STREET, FROM GUTE TO PRINDLE**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Palmer Street from Gute Street to Prindle Street:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared

**RESOLUTION NO. 128-2018**

**SPECIAL ASSESSMENT RESOLUTION NO. 1  
FOR RYAN STREET, CHIPMAN TO CEDAR**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Ryan Street from Chipman Street to Cedar Street:  
Street Reconstruction**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

**RESOLUTION NO. 129-2018**

**SPECIAL ASSESSMENT RESOLUTION NO. 1  
FOR SEVENTH STREET, FROM OLIVER TO KING**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Seventh Street from Oliver Street to King Street:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared

**RESOLUTION NO. 130-2018**

**SPECIAL ASSESSMENT RESOLUTION NO. 1  
FOR WASHINGTON STREET, FROM GUTE TO CORUNNA**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Washington Street from Gute Street to Corunna Avenue:  
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared

**GIS Support Services for Water & Sewer Mapping – Amendment No. 2.** Approval to amend the professional services agreement with Orchard, Hiltz and McClement (OHM) of Livonia, Michigan, for additional GIS-geodatabase maintenance support services in the amount of \$20,000.00.

**RESOLUTION NO. 131-2018**

**AUTHORIZING THE EXECUTION OF AMENDMENT NO. 2  
TO ADDENDUM NO. 2, GIS DATABASE MAPPING & MAINTENANCE SERVICES,  
TO AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES  
WITH ORCHARD, HILTZ & MCCLIMENT, INC. D/B/A OHM ADVISORS**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, entered into an agreement with Orchard, Hiltz & McCliment, Inc. d/b/a OHM Advisors by the adoption of Resolution No. 02-2018 on January 2, 2018; and

WHEREAS, the city and Director of Public Services & Utilities desires to expand the contract to include additional services for providing GIS database maintenance services for water distribution, sanitary sewer, and storm sewer mapping systems.

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 expand the contract approved by Resolution No. 02-2018 on January 2, 2018 with Orchard, Hiltz & McCliment, Inc. d/b/a OHM Advisors to include additional services in the amount of \$20,000.00 for ongoing GIS database mapping and maintenance services.
- SECOND: The accounts payable department is authorized to submit payment to OHM Advisors, in the amount of \$130,736.00 plus Amendment No. 2 in the amount of \$20,000.00, for a total not to exceed of \$150,736.00 for GIS/Geodatabase engineering services.
- THIRD: The above expenses shall be paid from water funds, sewer funds, and street funds.

**Amend Resolution No. 122-2017 for Special Assessment District No. 2017-04.** Approval to amend the payment term from 5 years to 10 years on Special Assessment Resolution No. 122-2017 for District No. 2017-04 to not pose an undue hardship upon property owners as follows:

**AMENDED RESOLUTION NO. 122.1-2017**



**DISTRICT NO. 2017-04  
CHIPMAN STREET FROM SOUTH STREET TO STEWART STREET  
SPECIAL ASSESSMENT RESOLUTION NO. 5**

WHEREAS, the City Council has met, after due and legal notice, and reviewed the special assessment roll prepared for the purpose of defraying the special assessment district's share of the following described public improvement: South Chipman Street, from South Street to Stewart Street, and

WHEREAS, all interested parties were heard and after carefully reviewing said special assessment roll the Council deems said special assessment roll to be fair, just and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor in the amount of \$153,207.52 is hereby confirmed and shall be known as Special Assessment Roll No. 2017-04.
2. Said special assessment roll shall be divided into ten installments, the first of which shall be due and payable on December 1, 2018, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by December 1, 2018.
3. The installments of the special assessment rolls shall bear interest at the rate of 6% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2018 and shall be paid annually on each installment due date.
4. Said special assessment roll shall be placed on file in the office of the City Clerk who shall attach her warrant to a certified copy thereof within ten (10) days commanding the Assessor to spread the various sums shown thereon as directed by the City Council.

**Warrant No. 560.** Authorize Warrant No. 559 as follows:

<b>Vendor</b>	<b>Description</b>	<b>Fund</b>	<b>Amount</b>
BS&A Software	Annual service and support for ten modules 8/1/18-8/1/19	Various	\$12,062.00

**Check Register – July 2018\***. Affirm check disbursements totaling \$2,619,622.15 for July 2018.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

- AYES: Councilmembers Teich, Bailey, Mayor Pro-Tem Osika, Councilmembers Greenway, Law, and Mayor Eveleth.
- NAYS: None.
- ABSENT: None.

**ITEMS OF BUSINESS**

**2018-19 Water & Sewer Rates**

(This item was postponed from the July 16, 2018 meeting.)

City Manager Henne spoke about Option 1 and 2. Option 1 (13.5% increase) will just about get the budget to where it is needed. Option 2 would require the city to cut back on proposed projects for repairs to infrastructure. He reminded everyone there was not an increase in rates between 2004 and 2010.

Mayor Eveleth spoke of the increases and the need for repairs to the infrastructure.

Councilmember Teich spoke of the streets and water mains. He agrees with the CIP Plan and infrastructure projects should be done while the roads are under construction.

Councilmember Bailey asked about the average bill per quarter. Currently (for a family of 4) it is an average of \$182.60 per quarter. The proposed change would result in an average of \$207.20 per quarter.

Mayor Pro-Tem Osika stated the 13.5% increase is hard but the city must provide good, quality water.

Motion by Pro-Tem Osika to go with Option 1 and raise the utility bills 13.5% effective October 1, 2018.

**RESOLUTION NO. 132-2018**

**WATER AND SEWER RATE SCHEDULE  
FOR THE CITY FISCAL YEAR BEGINNING OCTOBER 1, 2018**

"Pursuant to Sections 34-248. Water Rates, and 34-249. Sewer Rates, of Article V, of Chapter 34, of the Owosso City Code, the City Council does hereby resolve that the following rate schedule for water and sewer service shall be in effect for the City fiscal year beginning October 1, 2018 and continuing thereafter until modified or replaced by further Council action. Bills issued with a nominal bill date of September 30, 2018 covering the quarter from July to September 2018 shall be billed under the previous rate schedule. All previous resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed following the effective date of this schedule."

**I. QUARTERLY WATER AND SEWER RATES**

In-town quarterly water service charges consist of: a demand charge based on water meter size (see table below), a capital charge dedicated for water main replacement, and a metered usage charge. One meter unit is equal to 100 cubic feet of water or about 750 gallons. Rates for retail out-of-town water service are double the in-town rate, except that the capital charge does not apply to out-of-town customers where the respective Township separately finances water main replacement. Twenty five percent of the out-of-town revenue is collected for and transferred to the respective Township for use in replacing and improving their water distribution system.

Quarterly sewer charges consist of a demand charge based on the water meter size (see table below) and a sewer usage charge based on metered water consumption. The City has no retail out-of-town sewer service.

Bills are issued on a quarterly basis and, if not paid by the due date as shown on the billing, a late payment charge of ten percent (10%) of the current amount due may be added for failure to make prompt payment.

**QUARTERLY WATER SERVICE CHARGE:**

- In-town: In-town Water Usage Charge of \$2.20 per meter unit plus In-town Water Demand Charge plus Capital Charge from Table below.
- Out-of-town: Out-of-town Water Usage Charge of \$4.40 per meter unit plus Out-of-town Water Demand Charge from Table below.

**QUARTERLY SEWER SERVICE CHARGE:**

Sewer Usage Charge of \$2.60 per unit plus Sewer Demand Charge from Table below.

For residential customers without metered water service, the quarterly sewer charge shall be \$92.40 per residential unit.

**QUARTERLY DEMAND CHARGE TABLES**

**A. Potable Water & Sewer Service**

Water Meter Size	Water Demand	Water Capital	Sewer Demand	Combined In-Town	Water Only (Out-of-town)
5/8"	\$38.00	\$ 24.00	\$ 30.00	\$ 92.00	\$ 76.00
3/4"	57.00	37.00	45.00	138.00	114.00
1"	95.00	61.00	75.00	231.00	190.00
1.5"	190.00	122.00	150.00	462.00	380.00
2"	304.00	195.00	240.00	739.00	608.00
3"	570.00	336.00	450.00	1,356.00	1,140.00
4"	950.00	611.00	750.00	2,311.00	1,900.00
6"	1,900.00	1,222.00	1,500.00	4,622.00	3,800.00

For a residential user with a second 5/8" meter on a single service line for water only irrigation service, the user shall be charged a single water demand and capital charge equivalent to a 3/4" metered service on a year round basis.

The demand charge for multiple residential units served by a single water meter shall be based on actual meter size provided the meter meets the minimum size requirement per the following table:

<u>Number of Apartments</u>	<u>Minimum Meter Size</u>
1 - 3	5/8"
4 - 7	3/4"
8 - 11	1"
12 - 15	1&1/2"
16 - 24	2"
24 - 48	3"
Over 48	4"

B. Fire Protection Service

<u>Sprinkler Service</u>	<u>Quarterly Water Charge</u>		
	<u>In-Town</u>	<u>Out-of-Town</u>	
<u>Riser Size</u>	<u>DEMAND</u>	<u>CAPITAL</u>	<u>DEMAND</u>
4 inch	\$ 57.00	\$ 37.00	\$ 114.00
6 inch	\$ 95.00	\$ 61.00	\$ 190.00
8 inch	\$ 190.00	\$ 122.00	\$ 380.00
10 inch	\$ 304.00	\$ 195.00	\$ 608.00

II. HYDRANT RENTAL CHARGES

Hydrants located outside the City of Owosso and private hydrants maintained by the City of Owosso shall be subject to an annual hydrant rental charge of \$165.00.

III. BULK WATER CHARGES

For users with an active city water service connection, bulk water delivered by the city from hydrants or other approved outlets for such purposes as pool filling, shall be charged at the standard metered usage rate given in Section I above along with actual labor and equipment costs with a minimum charge of \$50.00.

Other bulk water sales, such as filling tank trucks, shall be charged at the rate of \$10.00 per thousand gallons with a \$50.00 minimum charge, which includes up to 5,000 gallons, if during the normal workday at an established city delivery point. After hours bulk water sales and/or sales at other than established city delivery points, shall be charged at the rate of \$10.00 per thousand gallons plus actual labor and equipment costs.

For customers who do not prepay a \$10 service charge shall apply for invoicing.

(Note: These charges do not apply to water supplied for firefighting).

IV. INCREMENTAL WATER AND SEWER USAGE CHARGES FOR BILLING ADJUSTMENTS RELATED TO PLUMBING LEAKS

The incremental water and sewer usage charges shall be 50% of the normal usage charge. These incremental usage rates are for the purpose of making adjustments to significantly high bills attributable to plumbing leaks and may be applied in accordance with Guidelines separately approved by the Owosso City Council.

V. EXTRA STRENGTH WASTEWATER SURCHARGES

Extra strength wastewater surcharges shall apply to those users of the City wastewater treatment system approved for the discharge of extra strength wastewater in accordance with Section 34-170 of the Owosso City Code. The surcharge rate shall be applied to loadings in excess of the base or normal strength loading.

EXTRA STRENGTH WASTEWATER SURCHARGE SCHEDULE

<u>PARAMETER</u>	<u>BASE</u>	<u>SURCHARGE</u>
BOD-5	220 MG/L	\$0.11/pound in excess of base
TSS	300 MG/L	\$0.17/pound in excess of base
TP	10 MG/L	\$1.50/pound in excess of base
NH3-N	20 MG/L	\$0.80/pound in excess of base

(Note: BOD-5 = Biochemical Oxygen Demand; TSS = Total Suspended Solids; TP = Total Phosphorous; NH3-N = Ammonia Nitrogen; MG/L = Milligrams per Liter)."

Motion supported by Councilmember Teich.

Roll Call Vote.

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

NAYS: Councilmember Law.

ABSENT: None.

**City Council Vacancy**

City Manager Henne stated there is a process in place per charter to solicit letters of interest for 2 weeks.

Motion by Pro-Tem Osika to approve the City Council Vacancy process as provided by charter and solicit letters of interest for 2 weeks.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

ABSENT: None.

**Osburn Lakes Waiver of Reversionary Clause**

Motion by Councilmember Teich to waive the reversionary clause for lots 63 and 64 of the Osburn Lakes Residential Site condominium development as follows:

**RESOLUTION NO. 133-2018**

**WAIVER OF REVERSIONARY CLAUSE: LOTS 63 & 64  
OSBURN LAKES RESIDENTIAL SITE CONDOMINIUM DEVELOPMENT**

This Waiver of Reversionary Clause is entered into on the date stated below by the City of Owosso, a Michigan municipal corporation of 301 West Main Street, Owosso, Michigan 48867.

WHEREAS, the City of Owosso became the Developer of the Osburn Lakes Residential Site Condominium (“Osburn Lakes”) as established in a Master Deed recorded October 22, 2004 in Liber 1069, Page 159 of the Shiawassee County Records; and

WHEREAS Article VII, paragraph F. of the Master Deed grants the Developer the right to repurchase a Unit if construction of the residence has not commenced within eighteen (18) months of an owner acquiring title to a Unit; and

WHEREAS Article VII paragraph B.(v)(c) of the Master Deed reserves to the Developer the power to make exceptions to the restrictions contained in the Master Deed; and

WHEREAS the economy of the State of Michigan and the housing market have changed since 2004; and

WHEREAS Louis R. Guizzetti and Kara L. Guizzetti wish to purchase Units 63 & 64 of the Osburn Lakes development upon which a residence will be built on Unit 63, and said Unit 64 of Osburn Lakes is contiguous to Unit 63; and

WHEREAS Louis R. Guizzetti and Kara L. Guizzetti have offered to purchase Unit 63 & 64 but do not intend to construct any buildings on Unit 64; and

WHEREAS the City of Owosso finds that it is in its best interest and that of current property owners in Osburn Lakes to waive the right to repurchase Unit 63 & 64.

NOW, THEREFORE, THE CITY OF OWOSSO hereby waives its right pursuant to Article VII, paragraph F. of the Master Deed to repurchase Unit 63 & 64 of Osburn Lakes for failure to commence construction of a residence.

Provided further, that nothing herein bars any owner of Unit 64 from constructing a residence thereon in compliance with the Master Deed and the Ordinances of the City of Owosso.

Provided further, that no owner of Unit 64 may construct or cause to be constructed any accessory building or other non-residential structure thereon unless a residence is constructed on Unit 64.

Motion supported by Councilmember Bailey.

Roll Call Vote.

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

NAYS: None.

ABSENT: None.

### **Owosso Parks Commission and Owosso Historical Commission Ballot Language**

The item before Council is to consider placing language requesting a 1 mill tax for funding parks and historical capital improvements on the November 2018 ballot.

The council does not approve the millage itself, they only approve the language to be added to the ballot.

Motion by Councilmember Teich to approve the following language be added to the November 2018 ballot:

#### **PROPOSITION TO AUTHORIZE THE LEVYING OF 1.0 MILLS TO PROVIDE FUNDING TO MAINTAIN, IMPROVE, AND UPGRADE PARKS AND PRESERVE HISTORICAL SITES WITHIN THE CITY OF OWOSSO**

Shall the City of Owosso levy a new additional millage of one mill (\$1.00 per \$1,000.00) on the taxable value of property located in the City of Owosso, in accordance with Section 9.1 of the Owosso City Charter? The millage shall be levied for two years beginning with the 2019 tax levy year and running through the 2020 tax year (inclusive). If approved, the millage will raise, in the first year of such levy, an estimated revenue of \$255,000 per year to provide funding to the City of Owosso Parks and Recreation Commission and the City of Owosso Historical Commission. Revenue will be used to maintain, improve, and upgrade parks and preserve historical sites within the City of Owosso.

Yes  
No

Motion supported by Councilmember Bailey.

Roll Call Vote.

AYES: Councilmembers Law, Greenway, Bailey, Teich, and Mayor Eveleth.

NAYS: Mayor Pro-Tem Osika.

ABSENT: None.

### **COMMUNICATIONS**

Downtown Development Authority/Main Street. Minutes of July 11, 2018.  
Parks & Recreation Commission. Minutes of July 26, 2018.

### **CITIZEN COMMENTS AND QUESTIONS**

Tom Manke spoke about the pick for councilmember to fill the vacancy.

Dave Acton thanked council for putting the millage on ballot.

Mayor Eveleth made mention the 2019 street program was adopted under Consent Agenda and Washington Street was on the list. He also wanted to say thanks to Tracy Peltier on the excellent turnout for the Moonlight Market.

Pro-Tem Osika thanked the amphitheater board for bringing in great entertainment. The truck parade was amazing coming through town.

**NEXT MEETING**

Monday, August 20, 2018

**BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2019  
Building Board of Appeals – Alternate - term expires June 30, 2021  
City Council – term expires November 13, 2018  
Historical Commission – term expires December 31, 2020  
Zoning Board of Appeals – term expires June 30, 2021

**ADJOURNMENT**

Motion by Councilmember Bailey to adjourn the meeting at 9:34 p.m.

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

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Christopher T. Eveleth, Mayor

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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.