

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MINUTES OF MARCH 1, 2021  
7:30 P.M.  
VIRTUAL MEETING**

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

**OPENING PRAYER:** COUNCILMEMBER JEROME C. HABER

**PLEDGE OF ALLEGIANCE:** MAYOR CHRISTOPHER T. EVELETH

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

**ABSENT:** None.

**APPROVE AGENDA**

Motion by Mayor Pro-Tem Osika to approve the agenda as presented.

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

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF FEBRUARY 16, 2021**

Motion by Councilmember Pidek to approve the Minutes of the Regular Meeting of February 16, 2021 as presented.

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

None.

**PUBLIC HEARINGS**

None.

**CITIZEN COMMENTS AND QUESTIONS**

Tom Kurtz, 721 Lee Street, thanked the Public Safety Director for the extra patrols around Central School, saying the enforcement has been a big help in curbing parking violations.

Mayor Pro-Tem Osika remarked that the downtown hosted a great Chocolate Walk this past weekend. She also mentioned a number of downtown shops that will be doing customer appreciation events this coming Friday.

**CONSENT AGENDA**

Motion by Mayor Pro-Tem Osika to approve the Consent Agenda as follows:

**Boards and Commissions Appointment.** Approve the following Mayoral Boards and Commissions appointment:

<b>Name</b>	<b>Board/Commission</b>	<b>Term Expires</b>
Albert Martenis	Historical Commission	12-31-2023
Alice Lewis	Shiawassee District Library	06-30-2024

**Change Order Correction – 2020 Street Program Engineering Services.** Correct Change Order No. 2 to the 2020 Street Program Engineering Services contract with OHM Advisors adding \$33,801.00 to the contract total which was inadvertently omitted from the item at its original submission January 19, 2021 as follows:

**AMENDED  
RESOLUTION NO. 15.1-2021**

**AUTHORIZING CHANGE ORDER NO. 2 TO  
AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES  
WITH ORCHARD, HILTZ & MCCLIMENT, INC. D/B/A OHM ADVISORS FOR THE 2020  
STREET REHABILITATION AND WATER MAIN REPLACEMENT PROGRAM**

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 city council Resolution No. 101-2019 on July 1, 2019; and

WHEREAS, the Director of Public Services & Utilities desires to expand the professional services agreement to include additional services for providing construction administration services for streets rehabilitation during the 2020 program year; and

WHEREAS, the Director of Public Services has reviewed the change order as submitted by OHM Advisors, and agrees with the remaining invoices as submitted for the final balancing change order No. 2, and

WHEREAS, the Director of Public Services desires to correct the previous council approved resolution on January 19, 2021, by adding \$33,801.00 for other water main design and administration services inadvertently omitted.

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 approve the final balancing change order No 2 to the professional services agreement with Orchard, Hiltz & McCliment, Inc. d/b/a OHM Advisors to include additional services in the amount of \$42,243.43 for engineering design and construction administration for the 2020 Street Program.
- SECOND: The mayor and city clerk are requested and authorized to sign change order No. 2 to the professional services agreement between the City of Owosso, Michigan and Orchard, Hiltz & McClement, Inc. d/b/a OHM Advisors in the amount of \$42,243.43.
- THIRD: The accounts payable department is authorized to submit payment to OHM Advisors, in the amount of \$42,243.43 plus \$221,698.00 for construction administration services subtotaling \$263,941.43, **plus \$33,801.00 for water main design and administration costs, for a total of \$297,742.43.**
- FOURTH: The above change order No. 2 shall be paid from the Unlimited Obligation 2016 Bond Proceeds Account No. 202/203-451-818.000.

**Change Order – WWTP Headworks Project.** Approve Change Order No. 1 to the WWTP Headworks Project contract with Grand River Construction, Inc. increasing the contract in the amount of \$28,527.00, and authorize payment to the contractor up to the contract amount plus Change Order No. 1 as follows:

**RESOLUTION NO. 36-2021**

**APPROVAL OF CHANGE ORDER NO. 1  
TO THE WWTP HEADWORKS PROJECT CONTRACT BETWEEN THE CITY OF OWOSSO  
AND GRAND RIVER CONSTRUCTION, INC. OF HUDSONVILLE, MICHIGAN**

WHEREAS, City council previously approved the 2020 State Revolving Fund (SRF) projects at its regular scheduled meeting held on November 18, 2019, and authorized publication of notice of intent to proceed with the same at its regular scheduled meeting held on February 18, 2020; and

WHEREAS, city council subsequently awarded to Grand River Construction, Inc. on May 4, 2020 the wastewater treatment plant project for the construction and installation of the influent screw pumps and grit removal system, known as the Wastewater Treatment Plant (WWTP) Head Works project, in the amount of \$2,698,000.00; and

WHEREAS, Grand River Construction has requested Change Order No.1 to the Headworks project and contract between the city of Owosso Grand River Construction, Inc. for numerous additions and deletions, netting an increase to the contract in the amount of \$28,527.00; and

WHEREAS, the Director of Public Services & Utilities and project consultant C2ae have reviewed the requested change order line items, and have determined these additional costs as necessary to complete the headworks project.

- FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to approve change order No.1 as requested by Grand River

Construction, Inc. of Hudsonville, Michigan in the amount of \$28,527.00 for additional construction and installation services directly impacting the SRF 2020 Head Works Project/s at the WWTP.

SECOND: The accounts payable department is authorized to submit payment to Grand River Construction, Inc. in the amount of \$1,698,000.00, plus change No.1 in the amount of \$28,527.00 for a total of \$1,726,527.00.

THIRD: The above expenses shall be paid for from the Wastewater Fund, and SRF Bond Funds.

**Purchase Order Amendment – Wellhead Protection Plan.** Approve amendment to PO No. 42983 with OHM Advisors for facilitation and administration services for the Wellhead Protection Program, adding \$26,000.00 for additional services during the 2020 program year and to fund the 2021 program year as follows:

**RESOLUTION NO. 37-2021**

**AUTHORIZING THE EXECUTION OF AMENDMENT NO. 1  
FOR WELLHEAD PROTECTION PLAN  
PURCHASE ORDER  
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 to provide Wellhead Protection Services Ground Water on February 5, 2020; and

WHEREAS, the city and Director of Public Services & Utilities desires to expand the Wellhead Protection Plan (WHPP) services to further develop local area WHPP initiatives and to meet and exceed regulatory compliance requirements for safe drinking water for the 2021 program year.

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 purchase order entered into on February 5, 2020 with Orchard, Hiltz & McCliment, Inc. d/b/a OHM Advisors to include additional engineering services in the amount of \$26,000.00 for providing ongoing engineering services for the 2021 WHPP year.

SECOND: The accounts payable department is authorized to submit payment to OHM Advisors, in the amount of \$26,000.00 as amendment No. 1 to P.O. 42983 issued February 5, 2020.

THIRD: The above expenses shall be paid from FY2020-2021-2022 Water Funds Account 591-901-972.000.

**Professional Services Agreement – 2021 Street Resurfacing Program Engineering Services.** Authorize professional services agreement with Fleis & Vandenbrink Engineering, Inc. for engineering and construction administration services for the 2021 Street Resurfacing Program in the amount of \$108,900.00 as follows:

**RESOLUTION NO. 38-2021**

**RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT  
FOR PROFESSIONAL ENGINEERING SERVICES WITH  
FLEIS & VANDENBRINK ENGINEERING, INC.  
FOR THE 2021 STREET RESURFACING PROGRAM**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is considering the necessary resurfacing of various streets as outlined within its RFP for professional engineering services; and

WHEREAS, this project requires the services of a professional engineering firm; and

WHEREAS, the City sought proposals from its QBS list of firms to perform such work; and

WHEREAS, Fleis & Vandenbrink Engineering, Inc. is selected as the most qualified firm to perform such work and offers to complete construction survey and construction administration services of said project in return for compensation in an amount not to exceed of \$108,900.00.

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 employ the firm of Fleis & Vandenbrink Engineering, Inc. to provide professional engineering services for the 2021 Street Resurfacing Program.
- SECOND: The mayor and city clerk are instructed and authorized to sign the necessary documents as an Agreement for Professional Engineering Services between the City of Owosso, Michigan and Fleis & Vandenbrink Engineering, Inc.
- THIRD: The Accounts Payable department is authorized to make payment up to the amount of \$108,900.00 to Fleis & Vandenbrink Engineering, Inc. upon successful completion of stated work.
- FOURTH: The above expenses shall be paid from the 2016 Unlimited Obligation Bond Proceeds Acct Nos. 203-451-818.000, and other funds as appropriated.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

**ITEMS OF BUSINESS**

**Property Sale – VL near McMillan Avenue**

City Manager Nathan R. Henne explained to Council that the 21-day posting period had expired with no other offers for the property received. He also noted that the property is currently landlocked saying the owner should secure an access easement for the property.

Motion by Councilmember Pidek to approve the sale of 1.5 acres of city-owned vacant land immediately west of 1500 McMillan Avenue to Leaf Releaf Labs, LLC in the amount of \$10,000.00 as follows:

**RESOLUTION NO. 39-2021**

**RESOLUTION APPROVING PURCHASE AGREEMENT FOR 1.5 ACRES OF CITY-OWNED PROPERTY NEAR 1500 MCMILLAN AVENUE WITH LEAF RELEAF LABS, LLC**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, received an offer to purchase 1.5 acres of parcel # 050-553-000-009.00, described as BEG AT PT S 01\*29'00" W ON E LN SEC 30 660.22' & S 90\*00'00" W 2195.35' FROM NE COR OF SD SEC 30 - CONT W 445.36' - S 816.61' - E 2642.43' - N 417.22' - W 1870.35'-N 290' - W 325' N 01\*20'00" E 225' TO POB, for \$10,000; and

WHEREAS, the City of Owosso published the offer for 21 days in accordance with City Charter provisions governing sale of City-owned real estate not being actively marketed; and

WHEREAS, the 21 day posting period has expired with no additional offers submitted; and

WHEREAS, the property is currently zoned Light Industrial I-1; and

WHEREAS, Leaf Releaf Labs, LLC desires to add onto the existing building at 1500 McMillan Avenue.

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

- FIRST: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Purchase Agreement between the City of Owosso, Michigan and Leaf Releaf Labs, LLC up to the amount of \$10,000.
- SECOND: The above revenue shall be paid to the General Fund, account number 101-000-671.694.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

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

NAYS: None.

**COMMUNICATIONS**

Downtown Historic District Commission. Minutes of February 3, 2021.  
Planning Commission. Minutes of February 22, 2021.

**NEXT MEETING**

Monday, March 15, 2021

**BOARDS AND COMMISSIONS OPENINGS**

Brownfield Redevelopment Authority – term expires June 30, 2026  
Building Board of Appeals – Alternate - term expires June 30, 2022  
Building Board of Appeals – Alternate - term expires June 30, 2021  
Downtown Development Authority – 2 terms expire June 30, 2021  
Owosso Historical Commission – 2 terms expire December 31, 2021  
Owosso Historical Commission – term expires December 31, 2022  
Owosso Historical Commission – term expires December 31, 2023  
Zoning Board of Appeals – Alternate – term expires June 30, 2021  
Zoning Board of Appeals – term expires June 30, 2023

City Manager Henne noted that the next meeting of the City Council would be held in person.

**ADJOURNMENT**

Motion by Mayor Pro-Tem Osika for adjournment at 7:39 p.m.

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

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Christopher T. Eveleth, Mayor

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Amy K. Kirkland, City Clerk