

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
TUESDAY, SEPTEMBER 06, 2016
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 SPECIAL MEETING OF AUGUST 9, 2016:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF AUGUST 15, 2016:

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

None.

PUBLIC HEARINGS

1. Plant Rehabilitation District – 300 W. Main Street. Conduct a public hearing to receive citizen comment regarding the application from Owosso REI Group, LLC of Owosso requesting the establishment of a Plant Rehabilitation District for the property located at 300 West Main Street.
2. Obsolete Property Rehabilitation District – 344 W. Main Street. Conduct a public hearing to receive citizen comment regarding the application from D.R. & H.P., LLC of Lansing requesting the establishment of an Obsolete Property Rehabilitation District for their property at 344 W. Main Street.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

1. Project Status Report

CONSENT AGENDA

1. Set Public Hearing – Industrial Facilities Tax Exemption Certificate – 300 W. Main Street. Set a public hearing for Monday, September 19, 2016 to receive public comment on the application from Owosso REI Group, LLC of Owosso for an Industrial Facilities Tax Exemption Certificate for real and personal property for their property at 300 West Main Street.
2. Set Public Hearing -Obsolete Property Rehabilitation Exemption Certificate – 344 W. Main Street. Set a public hearing for Monday, September 19, 2016 to receive citizen comment regarding the application from D.R. & H.P., LLC of Lansing for an Obsolete Property Rehabilitation Exemption Certificate for their property at 344 W. Main Street.
3. Art Walk Permission. Approve the application of Owosso Main Street/DDA for use of Main Street Plaza September 10, 2016 from 8:00am to 4:00pm for the Art Walk event, waive the insurance requirement, and authorize Traffic Control Order No. 1361 formalizing the requested closure.
4. Free Food Distribution Permission. Approve the application from the United Methodist Care Network for use of a portion of the southwest corner of the Comstock Parking Lot on September 17, 2016 from 8:00am – 12:00pm to conduct a free food distribution, waive the insurance requirement, and authorize Traffic Control Order No. 1362 formalizing the action.
5. Change Order No. 1 – Sanitary Sewer Cleaning Contract. Authorize Change Order No. 1 to the Sanitary Sewer Cleaning Contract with Safeway Transport, Inc. for additional heavy cleaning services in the amount of \$30,000.00, and further authorize payment to the contractor up to the contract amount, including Change Order No. 1, upon satisfactory completion of the work or a portion thereof.
6. Contract Addendum No. 4 - OHM Professional Engineering Services. Authorize Addendum No. 4 to the contract with Orchard, Hiltz & McCliment d/b/a OHM Advisors for Professional Engineering Services originally approved April 6, 2015, for hydrant flow testing to assist in the development of a water distribution model in an amount not to exceed \$2,400.00, and further authorize payment up to the contract amount, including Addendum Nos. 1-4, upon satisfactory receipt of deliverables.
7. Contract Amendment No. 3 – WWTP Screening Equipment. Authorize Amendment No. 3 to the lease agreement with Duperon Leasing & Sales, Inc. for the lease of the screening equipment at the Waste Water Treatment Plant extending the contract on a month to month basis, not to exceed 9 additional months (ending June 30, 2016), in the amount of \$1,815.00 per month.
8. Professional Services Agreement – Financial & Accounting Services. Authorize professional services agreement with Deeann M Biondi LLC for the provision of financial and accounting services.
9. Professional Service Agreement – Painting Restoration. Authorize a contract with Lis Art Conservation & Restoration Services, LLC for the restoration of 14 paintings owned by the City, services to include cleaning, varnishing, crack filling and reframing, in the amount of \$34,500.00, and further authorize payment to the contractor upon satisfactory completion of the work or portion thereof.
10. Contract Authorization – WWTP Transformer Repair. Authorize a contract in the form of a purchase order with Halligan Electric, Inc. for repair of the west side transformer at the WWTP in the amount of \$20,650.00.
11. Preferred Service Provider Contract – No-Preference Towing Services. Authorize a Preferred Service Provider Contract for no-preference towing services to Richard Maurer d/b/a Dick's Auto Service and Reeves Wheel Alignment, Inc., equally sharing the preferred wrecker service contract for the City for the period from July 1, 2016 through June 30, 2019.

12. Bid Award – 2016 Street Patches Program. Authorize bid award to Eastern Asphalt Company Inc. as the sole bidder for the 2016 Street Patches Program in the amount of \$142,068.12 and further authorize payment up to the bid amount upon satisfactory completion of the work or a portion thereof.

13. Warrant No. 527. Authorize Warrant No. 527 as follows:

Vendor	Description	Fund	Amount
Michigan Municipal League Workers' Compensation Fund	2nd installment for FY 16/17	Various	\$20,062.00
Michigan Municipal League	Annual Membership	General	\$5,835.00
Orchard Hiltz & McCliment, Inc.	Engineering services payment for Cargill project	OBRA #8	\$3,087.00
Orchard Hiltz & McCliment, Inc	Water reliability study payment	Water	\$3,727.00
Michigan Municipal Risk Management Authority	1st installment for FY 16/17	General	\$134,818.50
Maurer Heating & Cooling	Air conditioning unit at WWTP	WWTP	\$5,268.00

14. Check Register – August 2016. Affirm check disbursements totaling \$1,216,033.68 for August 2016.

ITEMS OF BUSINESS

1. Industrial Facilities Tax Exemption Certificate Application Recommendation– 1007 S. Washington Street. Consider recommending approval of the application for an Industrial Facilities Tax Exemption Certificate from Crowe Properties, LLC, to be obtained via the I-69 International Trade Corridor Next Michigan Development Corporation.
2. Permission to Install Little Free Libraries. Consider the request of Girl Scout Troop 30331 to construct, install, and maintain Little Free Libraries in Bentley Park and Curwood Castle Park.
3. Special Assessment District No. 2017-01. Authorize Resolution No. 1 for proposed Special Assessment District No. 2017-01 for Oliver Street from Washington Street to Oak Street (Phase 1) for street reconstruction.
4. Special Assessment District No. 2017-02. Authorize Resolution No. 1 for proposed Special Assessment District No. 2017-02 for Oliver Street from Oak Street to Gould Street (Phase 2) for street reconstruction.
5. Development of Educational Plan for Street Bond. Develop a plan to educate residents regarding the street bond proposal on the November 8, 2016 ballot.

COMMUNICATIONS

1. SATA Board of Directors. Minutes of July 12, 2016.
2. Planning Commission. Minutes of July 25, 2016.
3. Parks & Recreation Commission. Minutes of July 26, 2016.
4. Planning Commission. Minutes of August 8, 2016.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, September 19, 2016

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – term expires June 30, 2019

Building Board of Appeals – Alternate - term expires June 30, 2018

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.