

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, MAY 15, 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 MAY 1, 2017:

APPROVAL OF THE MINUTES OF SPECIAL MEETING OF MAY 4, 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

None.

PUBLIC HEARINGS

1. Special Assessment District No. 2017-07. Conduct a public hearing 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.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

CONSENT AGENDA

1. 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.
2. 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.
3. 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.
4. 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.
5. 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.
6. 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.
7. 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.
8. 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.
9. 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.
10. 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

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

ITEMS OF BUSINESS

1. Downtown Development Authority General Appropriations Resolution. Adopt the General Appropriations Resolution to authorize the levy of the Downtown Development Authority millage for the 2017-2018 fiscal year.
2. City Budget Adoption. Adopt General Appropriations Resolution approving the 2017-2018 City Budget.
3. General Engineering Services Contracts. Consider 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.
4. Deficit Elimination Plan – Brownfield Redevelopment District No. 17. Consider deficit elimination plan for Brownfield Redevelopment District No. 17 – Cargill-Sonoco Road Project.

COMMUNICATIONS

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

CITIZEN COMMENTS AND QUESTIONS

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

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings 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.