

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF DECEMBER 4, 2017
7:30 P.M.**

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: DONALD D. CRAWFORD
CITY MANAGER

PLEDGE OF ALLEGIANCE: BARBARA BAKER-OMEROD, ATTORNEY

PRESENT: Mayor Christopher T. Eveleth, Mayor Pro-Tem Susan J. Osika, Councilmembers Loreen F. Bailey, Burton D. Fox, Elaine M. Greenway, Daniel A. Law, 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 Teich and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF NOVEMBER 20, 2017

Motion by Councilmember Fox to approve the Minutes of the Regular Meeting of November 20, 2017 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

Eddie Urban, 601 Glenwood Avenue, said he was glad the Mayor is safe and well after a scary experience at the DIA this weekend.

Mayor Eveleth reminded everyone about the Historical Commission Holiday Party this Thursday, the City Manager Candidate Meet & Greet on Tuesday, and the City Manager Candidate Interviews on Wednesday.

CITY MANAGER REPORT

City Manager Donald D. Crawford detailed the latest Project Status Report.

There was a brief discussion regarding various items on the Project Status Report.

Councilmember Teich inquired about the agenda for tomorrow's special meeting. Mayor Eveleth noted the meeting would be held open house style from 5:30 p.m. until 7:30 p.m. at the SRI. He has contacted a number of organizations to invite them. And he will be soliciting feedback from those members of the public that attend the meeting. It will be up to Council whether a decision will be made at the December 18th meeting.

CONSENT AGENDA

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

2018 Schedule of Meetings. Adopt the 2018 Boards and Commissions Meeting Schedule as follows:

**CITY OF OWOSSO
SCHEDULE OF REGULAR MEETINGS
FOR THE CALENDAR YEAR BEGINNING JANUARY 1, 2018**

NOTICE IS HEREBY GIVEN, pursuant to the provisions of Act 267, Public Acts of 1976, of the schedule of Regular Meetings of the City of Owosso, County of Shiawassee, State of Michigan for the calendar year beginning January 1, 2018. The Board, dates, time and place of said regular meetings shall be as follows:

CITY COUNCIL					
The 1 st and 3 rd Monday of each month, except as noted – 7:30 p.m., local prevailing time					
<i>Dates in italic text denote a 5th Monday meeting</i>					
Owosso City Hall, Council Chambers					
JAN 02*	MAR 05	MAY 07	JUL 02	SEP 04*	NOV 05
JAN 16*	MAR 19	MAY 21	JUL 16	SEP 17	NOV 19
<i>JAN 29</i>	APR 02	JUN 04	<i>JUL 30</i>	OCT 01	DEC 03
FEB 05	APR 16	JUN 18	AUG 06	OCT 15	DEC 17
FEB 20*	<i>APR 30</i>		AUG 20	<i>OCT 29</i>	
DOWNTOWN DEVELOPMENT AUTHORITY / OWOSSO MAIN STREET			DOWNTOWN HISTORIC DISTRICT COMMISSION		
The 1 st Wednesday of each month, except as noted – 7:30 a.m., local prevailing time			The 3 rd Wednesday of each month - 6:00 p.m., local prevailing time		
Owosso City Hall, Council Chambers			Owosso City Hall, Council Chambers		
JAN 03	MAY 02	SEP 05	JAN 17	MAY 16	SEP 19
FEB 07	JUN 06	OCT 03	FEB 21	JUN 20	OCT 17
MAR 07	JUL 05*	NOV 07	MAR 21	JUL 18	NOV 21
APR 04	AUG 01	DEC 05	APR 18	AUG 15	DEC 19
EMPLOYEES RETIREMENT SYSTEM BOARD			OWOSSO HISTORICAL COMMISSION		
The 4 th Wednesday of even months, except as noted - 7:15 a.m., local prevailing time			The 2 nd Monday of each month, except as noted – 7:00 p.m., local prevailing time		
Owosso City Hall, Council Chambers			Curwood Castle, 226 Curwood Castle Drive		
FEB 28	JUN 27	OCT 24	JAN 08	MAY 14	SEP 10
APR 25	AUG 22	DEC 12*	FEB 12	JUN 11	OCT 09*
			MAR 12	JUL 09	NOV 13*
			APR 09	AUG 13	DEC 10
PARKS & RECREATION COMMISSION			PLANNING COMMISSION		
The 4 th Wednesday of each month, except as noted – 7:30 p.m., local prevailing time			The 4 th Monday of each month, except as noted – 6:30 p.m., local prevailing time		
Owosso City Hall, Council Chambers			Owosso City Hall, Council Chambers		
JAN 24	MAY 23	SEP 26	JAN 22	MAY 29*	SEP 24
FEB 28	JUN 27	OCT 24	FEB 26	JUN 25	OCT 22
MAR 28	JUL 25	NOV 28	MAR 26	JUL 23	NOV 26
APR 25	AUG 22	DEC 12*	APR 23	AUG 27	DEC 10*
ZONING BOARD OF APPEALS			* = Rescheduled due to legal holiday on regular meeting date or other scheduling conflict		
The 3 rd Tuesday of each month, except as noted – 9:30 a.m., local prevailing time					
Owosso City Hall, Council Chambers					
JAN 16	MAY 15	SEP 18			
FEB 20	JUN 19	OCT 16			
MAR 20	JUL 17	NOV 20			
APR 17	AUG 21	DEC 18			

2018 Income Threshold Poverty Exemptions. Adopt the 2018 Income Threshold Poverty Exemptions, as required by Public Act No. 390 of 1994 as follows:

2018 Federal Income Standards Poverty Threshold

Number of persons residing in homestead	Annual allowable income
1 person	15,800
2 persons	18,080
3 persons	20,420
4 persons	24,600
5 persons	28,780
6 persons	32,960
7 persons	37,140
8 persons	41,320
Each additional person, add	4,180

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

Name	Board/Commission	Term Expires
Scott Newman*	Downtown Historic District Commission	06-30-2020
Matthew VanEpps*	Downtown Historic District Commission	06-30-2020
Susan Osika	LDFA/Brownfield Redevelopment Authority	06-30-2018
Bradley Kirkland	Planning Commission filling unexpired term of B. Smith	06-30-2020

* denotes reappointment

Repair Authorization - WWTP Tertiary Pump. Authorize contract with Kennedy Industries, Inc. for the repair and installation of WWTP tertiary pump T-1-W in the amount of \$16,895.00, plus a contingency of \$1,000.00 for potential unplanned installation modifications, and further authorize payment to the contract upon satisfactory completion of the work as detailed below:

RESOLUTION NO. 169-2017

AUTHORIZING PURCHASE AGREEMENT BETWEEN THE CITY OF OWOSSO AND KENNEDY INDUSTRIES, INC. OF WIXOM, MICHIGAN FOR REPAIR AND INSTALLATION SERVICES OF TERTIARY PUMP FOR USE AT THE WASTEWATER TREATMENT PLANT

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Wastewater Plant Replacement Fund for the replacement of a tertiary pump for moving wastewater through the Wastewater Treatment Facility for processing, and

WHEREAS, the existing T-1-W Pump is inoperable due to wear, and is determined to require immediate repair. Kennedy Industries, Inc. has provided pricing for repair of the pump at a cost of \$16,895.00, and

WHEREAS, the City Director of Public Services and Utilities has reviewed the necessity of replacement and the pricing provided from Kennedy Industries, and has verified the replacement parts needed to restore the T-1-W pump to full capacity, and recommends authorizing Kennedy Industries to provide the required repair and installation services in an amount not to exceed \$16,895.00, plus contingency in the amount of \$1,000.00 for unplanned installation modifications upon written authorization only.

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 contract with Kennedy Industries, Inc. of Wixom, Michigan for the procurement of repair and installation services for pump T-1-W for use at the Wastewater Treatment Plant.
- SECOND: The accounts payable department is authorized to submit payment to Kennedy Industries, Inc. in an amount not to exceed \$16,895.00, plus contingency in the amount of \$1,000.00 upon written authorization only, for a total of \$17,895.00 upon delivery, installation, and successful start-up of the tertiary pump.
- THIRD: The above expenses shall be paid from account no. 599-901-977.000.

Change Order - 2017 Street Program Contract. Authorize Change Order No. 1 to the contract with Malley Construction, Inc. for the 2017 Street Program increasing the contract amount by \$9,218.50 due to conditions found in the field, and further authorize payment to the contractor for the contract amount, including Change Order No. 1 as follows:

RESOLUTION NO. 170-2017

AUTHORIZING CHANGE ORDER NO. 1 TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND MALLEY CONSTRUCTION, INC. FOR 2017 STREET RESURFACING PROGRAM

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with Malley Construction, Inc. on August 7, 2017 for resurfacing various streets of the 2017 Street Resurfacing Program; and

WHEREAS, the City has requested additional work from Malley Construction, Inc. due to conditions found in the field; and

WHEREAS, Malley Construction, Inc. agrees to perform the additional work with pricing as set forth in Change Order No.1.

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

FIRST: The City of Owosso has determined it is advisable, necessary and in the public interest to amend the 2017 Street Resurfacing Program contract with Malley Construction, Inc. for additional work as described within Change Order No. 1.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Exhibit B, Contract Change Order No. 1 in the amount of \$9,218.50, to the Contract for Services between the City of Owosso and Malley Construction, Inc. revising the total contract amount from \$2,887,383.25 to \$2,896,601.75.

THIRD: The accounts payable department is authorized to pay Malley Construction, Inc. for work satisfactorily completed up to the revised amount of the Contract including Change Order No.1. in the amount of \$2,896,601.75.

FOURTH: The above expenses shall be paid from a combination of 2016 Unlimited Obligation Bond Proceeds Account No. 202-451-818.000 (\$5,428.50), Water Fund Account No. 591-901-972.000 (\$3,790.00).

Motion supported by Councilmember Teich.

Roll Call Vote.

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

NAYS: None.

ITEMS OF BUSINESS

Lot Split Authorization – 524 Martin Street

Motion by Councilmember Teich to authorize the division of a City lot under Michigan Subdivision Control Act for platted lot at 524 Martin Street as detailed below:

RESOLUTION NO. 171-2017

LOT SPLIT 524 MARTIN STREET PARCEL # 78-050-113-011-005-00

WHEREAS, the City of Owosso received a petition from Rodney Weinert for a lot split for his property at 524 Martin Street, parcel number 78-050-113-011-005-00, complete with application; and

WHEREAS, Sec. 30-5. Article I, Chapter 30 of the Code of the City of Owosso requires such applications to be approved by the city council; and

WHEREAS, the city building official, assessor, community development director, utilities director, and engineer have all approved the application.

NOW THEREFORE BE IT RESOLVED that the City of Owosso City Council hereby approves the split as illustrated and described by the city assessor in the application dated November 27, 2017, resulting in the removal of a 10' strip from the south side of the parcel at 524 Martin Street and the addition of said strip to the parcel at 530 Martin Street to allow access to the rear yard as described below:

Current Description 050-113-011-005-00 (524 Martin)
LOT 5 BLK 11 CITY ASSESSORS PLAT 3

Current Description 050-113-011-004-00 (530 Martin)
LOT 4 BLK 11 CITY ASSESSORS PLAT 3

New Description After Split & Combine 050-113-011-005-00 (524 Martin)
LOT 5 BLK 11 CITY ASSESSORS PLAT 3, EX S 10'

New Description After Split & Combine 050-113-011-004-00 (530 Martin)
LOT 4 & S 10' LOT 5, BLK 11 CITY ASSESSORS PLAT 3

Motion supported by Councilmember Fox.

Roll Call Vote.

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

NAYS: None.

City Manager Candidate Interview Preparation

(The questions for the interviews will be kept confidential until the interviews take place.)

The Council discussed the questions that would be asked to each candidate, the amount of time scheduled for each candidate interview, and the order of the interviews. Human Resources Director Jessica B. Unangst will edit the list of questions as directed, a maximum time limit of one hour and fifteen minutes was set for each interview, and the interview order will be determined by drawing names from a hat.

COMMUNICATIONS

Downtown Development Authority/Main Street. Minutes of November 1, 2017.
Historical Commission. Minutes of November 13, 2017.

CITIZEN COMMENTS AND QUESTIONS

Jake Davison introduced himself as a Lansing based consultant in the medical marijuana industry. He said he was interested in helping his clients meet with Council members and explore the City for opportunities for medical marijuana related businesses.

Dan McMaster, County Commissioner District 2, indicated there continue to be issues with the reorganization of the Friend of the Court Office, specifically in regard to wage increases that were not authorized by the Commission. He warned that the situation could get ugly and he did not anticipate the issues being resolved quickly.

Eddie Urban, 601 Glenwood Avenue, said he would like to organize a meeting of the first child born in 2017 in Owosso (his grandson) and the first child born in 2018 in Owosso for a photo opportunity.

Councilmember Bailey inquired where the data came from for the income threshold determinations. It was indicated the information came from the census and was specific to the area. Ms. Bailey also asked how the information would be publicized.

NEXT MEETING

Tuesday, December 5, 2017 – City Manager Candidate Meet & Greet, 5:30pm at SRI
Wednesday, December 6, 2017 – City Manager Candidate Interviews, 6:30pm
Monday, December 18, 2017 – Regular Meeting, 7:30pm

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

Motion by Councilmember Bailey for adjournment at 8:19 p.m.

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

Christopher T. Eveleth, Mayor

Amy K. Kirkland, City Clerk