

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, JUNE 18, 2018
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 JUNE 4, 2018:

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

1. Public Safety Building Presentation. Fred Meinberg and Andy Sowinski of Partners in Architecture, PLC will present the results of their analysis of the Public Safety Building.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

CONSENT AGENDA

1. Fund Balance Policy Amendment. Approve amendments to the Fund Balance Policy.

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

Name	Board/Commission	Term Expires
Matt Lafferty	Planning Commission filling unexpired term of T. Cook	06-30-2019
Kenn Cushman*	Downtown Development Authority/ Main Street Board	06-30-2022
Jerry Hebekeuser*	Parks & Recreation Commission	06-30-2020
Jeff Selbig*	Parks & Recreation Commission	06-30-2020
Michael Espich*	Parks & Recreation Commission	06-30-2020
Janae Fear*	Planning Commission	06-30-2021

*Indicates reappointment

3. Cruise the Pits Car Show Permission. Approve request from The Child Advocacy Center for the closure of Washington Street from Mason to just north of Main, Washington Street from just south of Main to Jerome, Exchange Street from Ball to Park, and Comstock Street from Ball to Park for the Cruise the Pits Car Show on Saturday, July 21, 2018 from 6:00 a.m. to 4:00 p.m. and authorize Traffic Control Order No. 1395 formalizing the action.
4. Contract Amendment No. 4 – 2018 Street Program Engineering Services Contract. Approve Amendment No. 4 to the 2018 Street Program Engineering Services Contract with Fleis & Vandenbrink Engineering, Inc. adding \$8,635.00 for making changes to the water main designs of project sites and to finish construction plans for Howard Street, and authorize payment to the contractor upon satisfactory completion of the additional work or a portion thereof.
5. General Engineering Services Contract Addendum No. 4 – Sanitary Sewer Rehabilitation. Waive competitive bidding requirements and authorize Addendum No. 4 to the General Engineering Services contract with OHM Advisors for the development of repair specifications and the provision of construction oversight services as a part of the efforts to repair the most severe sanitary sewer structural deficiencies identified during the 2017 SAW Grant Project, in an amount not to exceed \$80,000.00, and further authorize payment to the engineer upon satisfactory completion of the project or portion thereof.
6. General Engineering Services Contract Addendum No. 5 – Retention Basin Analysis. Waive competitive bidding requirements and authorize Addendum No. 4 to the General Engineering Services contract with OHM Advisors for the development of an alternatives analysis for a proposed retention basin on Beehler Street in the amount of \$28,455.00, and further authorize payment to the engineer upon satisfactory completion of the project or portion thereof.
7. Emergency Repair Authorization – Oliver Street Sanitary Sewer. Approve emergency repair of 575' of sanitary sewer on East Oliver Street between Randolph Street and Dimmick Street by Monchilov Sewer Service LLC and authorize payment of up to \$33,600.00 upon satisfactory completion of the repairs.
8. Bid Award – 2018 Sidewalk Replacement Program. Approve the low bid of Seifert Construction LLC for the 2018 Sidewalk Replacement Program in the amount of \$115,245.00, authorize an additional \$20,000.00 for miscellaneous restoration and replacement services required during the calendar year, and further authorize payment to the contractor according to unit prices upon satisfactory completion of the project or portion thereof.
9. Professional Services Agreement – 2018 Audit. Approve an agreement with Gabridge & Company, PLC to provide an independent financial audit of the city for its 2018 fiscal year in an amount not to exceed \$27,960.00.

10. Warrant No. 558. Authorize Warrant No. 558 as follows:

Vendor	Description	Fund	Amount
Michigan Municipal Risk Management Authority	Building and property insurance- 1 st of 3 installments for FY 18/19	Various	\$127,452.00
Shiawassee Area Transportation Agency	Annual local funding commitment for FY 18/19	General	\$75,315.23
Michigan Municipal League Workers' Compensation Fund	Workers' compensation insurance- 1 st of 3 installments for FY 18/19	Various	\$20,230.00

11. Check Register – May 2018. Affirm check disbursements totaling \$926,742.58 for May 2018.

ITEMS OF BUSINESS

1. City Budget Amendment. Adopt the 2017-2018 Amended Budget.
2. Credit Card Policy Approval. Consider approval of the proposed Credit Card Policy governing the use of City-owned credit cards for travel/conference purposes only.
3. Osburn Lakes Lots – Purchase Agreement. Consider the purchase agreement from J. Harrison Properties, LLC for the sale of the remaining 23 city-owned parcels in the Osburn Lakes Subdivision in the amount of \$92,000.00, \$60,000.00 of which would be financed by the City over a period of 10 years.
4. Osburn Lakes Lots – Realtor Selection. Consider the recommendation of the Osburn Lakes Realtor Selection Committee to hire Shannon Howanski of Century 21 Looking Glass for the marketing and future sale of the remaining city-owned lots in the development.

COMMUNICATIONS

1. Karen K. Ruddy, Finance Director. May 2018 Finance Report.
2. Building Department, Building Official. May 2018 Building Department Report.
3. Building Department, Building Official. May 2018 Code Violations Report.
4. Kevin D. Lenkart, Public Safety Director. May 2018 Police Report.
5. Kevin D. Lenkart, Public Safety Director. May 2018 Fire Report.
6. Historical Commission. Minutes of May 14, 2018.
7. Parks & Recreation Commission. Minutes of May 23, 2018.
8. Planning Commission. Minutes of May 29, 2018.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, July 02, 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
 Historical Commission – term expires December 31, 2020
 Zoning Board of Appeals – term expires June 30, 2021

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.