

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, SEPTEMBER 17, 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 SEPTEMBER 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. Munetrix Presentation. Munetrix Vice President for Municipal Services Katrina Powell will present an overview of the financial reporting, management and forecasting tools available through the company.

PUBLIC HEARINGS

1. Ordinance Amendment – Downtown Parking Fines. Conduct a public hearing to receive citizen comment on the proposal to amend Chapter 33, Traffic and Motor Vehicles, Article III, Parking, Stopping and Standing, Division 2, Parking Violations Bureau, Section 33-53, Schedule of fines, to clarify that parking fines are established by resolution.
2. Special Assessment District No. 2019-14 – Williams Street. Conduct a public hearing to receive citizen comment regarding proposed Special Assessment District No. 2019-14 for Williams Street from Shiawassee Street to Washington Avenue for street rehabilitation (this district was formerly known as District No. 2018-08 when it was originally introduced in March 2018).

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

1. Special Assessment District No. 2019-12 – Summit Street. Authorize Resolution No. 2 setting a public hearing for Monday, October 1, 2018 for proposed Special Assessment District No. 2019-12 for Summit Street from Abbott Street to Rubelman Drive for street resurfacing.
2. Resolution Amendment – Resolution No. 136-2018. Amend Resolution No. 136-2018 authorizing a bid award for the renovation of downtown building facades to remove the contingency allotments for each building.
3. Boards and Commissions Appointment. Approve the following Mayoral Boards and Commissions appointment:

Name	Board/Commission	Term Expires
Linda Morovitz*	Shiawassee Area Transportation Agency Board of Directors	10-01-2021

* Indicates reappointment

4. 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 22, 2018 from 8:00am – 12:00noon to conduct a free food distribution, waive the insurance requirement, and authorize Traffic Control Order No. 1405 formalizing the action.
5. Oktoberfest Permission. Approve request from the Shiawassee Regional Chamber of Commerce for use of the Ball/Exchange Parking Lot (Lot#5) and various downtown streets at various times from October 11, 2018 at 5:00am through October 14, 2018 at 5:00pm for Oktoberfest 2018 and approve Traffic Control Order No. 1406 formalizing the request.
6. Contract Addendum No. 6 – OHM Professional Engineering Services. Authorize Addendum No. 6 to the contract with Orchard, Hiltz & McCliment d/b/a OHM Advisors for Professional Engineering Services originally approved May 15, 2017, for assessment and analysis of the structural condition of 759 manholes in the amount of \$67,900.00, and further authorize payment up to the contract amount, including Addendum Nos. 1-6, as amended, upon satisfactory receipt of deliverables.
7. Purchase Authorization - Road Salt. Waive competitive bidding requirements, authorize purchase order with The Detroit Salt Company, LLC, via State of Michigan Contract No. 171-18000000768, in the amount of \$23,336.00 for early delivery of 400 tons of road salt at \$58.34/ton, plus an additional quantity of 1,400 tons in the amount of \$73,486.00 at \$52.49/ton to be delivered as needed during the 2018-19 contract period, and further authorize payment up to \$96,822.00 upon satisfactory receipt of the product.
8. Purchase Authorization – Trickling Filter Distribution System Components. Waive competitive bidding requirements and authorize the sole source purchase of repair components for the three trickling filter towers at the Waste Water Treatment Plant from Walker Process Equipment in the amount of \$10,615.00, and further authorize payment to the vendor upon satisfactory delivery of the components.
9. Purchase Authorization – Financial Management Software. Waive competitive bidding requirements, authorize the purchase of financial management software from Munetrix for an annual fee of \$5,571.70, with half of that cost covered by a grant from the State Treasurer’s Office, and further authorize payment to the vendor upon satisfactory installation of the product and conduct of staff training.
10. Contract Authorization - Skate Park Construction. Waive competitive bidding requirements, authorize a contract with Artisan Concrete Services, Inc. d/b/a Artisan Skateparks for the construction of a new skatepark at the Grove Holman pool site in an amount not to exceed \$106,464.00, and further authorize payment to the contractor upon satisfactory completion of the project or portion thereof.

11. Bid Award – Water Service Lines Investigation. Authorize bid award to Greenscape General Contracting, L.L.C. for survey and identification of lead and galvanized water service lines in the amount of \$23,550.00 as part of the Pilot Drinking Water Infrastructure Grant, further authorize a contingency amount of \$5,000.00, and further authorize payment to the contractor upon satisfactory completion of the work or portion thereof.
12. Bid Award – Downtown Façade Rehabilitation, Part 2. Authorize bid award for renovation of the façade at 114 W. Main Street, and approve payment to the contractor upon satisfactory completion of the work or portion thereof.
13. Warrant No. 562. Authorize Warrant No. 5625 as follows:

Vendor	Description	Fund	Amount
Michigan Municipal Risk Management Authority	Building & property insurance – 2 nd of 3 installments for FY 18-19	Various	\$63,726.00

14. Check Register – August 2018. Affirm check disbursements totaling \$2,277,391.56 for August 2018.

ITEMS OF BUSINESS

1. Purchase Agreement – 1415 & 1419 W. South Street. Consider approval of a purchase agreement with Chad White for vacant property along South Street, commonly known as 1415 & 1419 W. South Street, and authorize the Mayor and City Clerk to execute appropriate documents.
2. Amendment No. 1 - Caledonia Charter Township Water District Agreement. Consider Amendment No. 1 to the Water District Agreement with Caledonia Charter Township extending the agreement for forty years to comply with the requirements of the USDA-RD grant received by Caledonia Charter Township for water main improvements to District No. II of the water agreement service area.
3. Medical Marijuana Distribution Center Application Window & Lottery. Consider delaying the medical marihuana provisioning center application window from October to December 2018 to allow more time for candidate prequalification and the installation of new administrative software, and to allow the Clerk's Office to concentrate solely on the upcoming Gubernatorial Election, and further consider setting the date of the lottery for January 4, 2019.

COMMUNICATIONS

1. R. E. Brockway-Doran, Historical Commission. Letter of resignation.
2. N. Bradley Hissong, Building Official. August 2018 Building Department Report.
3. N. Bradley Hissong Building Official. August 2018 Code Violations Report.
4. Kevin D. Lenkart, Public Safety Director. August 2018 Police Report.
5. Kevin D. Lenkart, Public Safety Director. August 2018 Fire Report.
6. Downtown Development Authority/Main Street. Minutes of August 1, 2018.
7. Planning Commission. Minutes of August 27, 2018.
8. Parks & Recreation Commission. Minutes of August 22, 2018.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, October 01, 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 – 2 terms, expiring December 31, 2020
Historical Commission – term expires December 31, 2021
Zoning Board of Appeals - Alternate – 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.