

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MINUTES OF MAY 17, 2021  
7:30 P.M.**

**PRESIDING OFFICER:** MAYOR CHRISTOPHER T. EVELETH

**OPENING PRAYER:** COUNCILMEMBER JEROME C. HABER

**PLEDGE OF ALLEGIANCE:** MAYOR CHRISTOPHER T. EVELETH

**PRESENT:** Mayor Christopher T. Eveleth, Mayor Pro-Tem Susan J. Osika, Councilmembers Janae L. Fear, Jerome C. Haber, Daniel A. Law, Nicholas L. Pidek, 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 Fear and concurred in by unanimous vote.

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF MAY 3, 2021**

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Regular Meeting of May 3, 2021 as presented.

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

**APPROVAL OF THE MINUTES OF SPECIAL MEETING OF MAY 11, 2021**

Motion by Councilmember Fear to approve the Minutes of the Special Meeting of May 11, 2021 as presented.

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

None.

**PUBLIC HEARINGS**

**2021-2022 City Budget**

A Public Hearing was conducted pursuant to Chapter 8 of the City Charter to receive citizen comment regarding proposed 2021-2022 City Budget.

The following person commented regarding the proposed budget:

Tom Manke, 2610 W. M-21, said he was really happy to see that police body cams were included in the proposed budget.

Seeing there were no more citizen comments, Mayor Eveleth closed the public hearing.

The Council will consider approval of the proposed budget at the June 7, 2021 meeting.

**MEDC Water-Related Infrastructure Grant**

A Public Hearing was conducted to receive citizen comment regarding the application for Michigan Economic Development Corporation's Water-Related Infrastructure Grant.

There were no citizen comments received prior to, or during the meeting.

Councilmember Pidek inquired whether the City would be replacing any lead/galvanized water service lines as a part of this project. It was noted that the City is required to replace all lead service lines if any are discovered as a part of the project.

Motion by Mayor Pro-Tem Osika authorizing application for a water-related infrastructure grant from the Michigan Strategic Fund as follows:

**RESOLUTION NO. 77-2021**

**RESOLUTION AUTHORIZING MEDC WATER-RELATED INFRASTRUCTURE GRANT APPLICATION**

WHEREAS, the Michigan Strategic Fund has invited Units of General Local Government to apply for its Water-Related Infrastructure (WRI) Competitive Funding Round; and

WHEREAS, the City of Owosso desires to request \$1,623,190 in CDBG funds to replace aging, obsolete, and undersized water main on Center, Clyde, Huron, Milwaukee, and Lynn Streets – constituting 4,351 linear feet of water main replacements; and

WHEREAS, the City of Owosso commits local funds from its Water Fund in the amount of \$542,529; and

WHEREAS, the proposed project is consistent with the local Community Development Plan as described in the Application; and

WHEREAS, the proposed project will benefit all residents of the project area and 51% of the residents of the City of Owosso are low and moderate income persons as determined by census data provided by the U.S. Department of Housing and Urban Development; and

WHEREAS, local funds and any other funds to be invested in the project have not been obligated/incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incure costs from the Michigan Economic Development Corporation.

NOW THEREFORE BE IT RESOLVED that the City of Owosso hereby designates the Mayor as the Environmental Review Verifying Officer, the person authorized to certify the Michigan CDBG Application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

Motion supported by Councilmember Fear.

Roll Call Vote.

AYES: Councilmembers Fear, Teich, Haber, Law, Pidek, Mayor Pro-Tem Osika, and Mayor Eveleth.

NAYS: None.

**CITIZEN COMMENTS AND QUESTIONS**

Tom Manke, 2610 W. M-21, said he would like to see the City elevate priority of fire hydrant repairs and flushing in this year's budget because the hydrants are in bad shape.

Eddie Urban, 601 Glenwood Avenue, showed some pictures he had taken of the cleanup progress in his yard. He also spoke about how hard it is to live with the side effects of medications.

City Manager said that he would check with the City's new Public Services Director to see if hydrant flushing can be elevated in the work schedule.

Mayor Pro-Tem Osika indicated that she had spoken with several people about the increase in golf cart traffic around town. She went on to say that Public Safety Director Lenkart is working on developing an ordinance which will be brought before Council soon. She also noted that the garbage issue at the Post Office has been remedied through the installation of a second receptacle.

**CONSENT AGENDA**

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

**Proposed Special Assessment Project – Glenwood Avenue.** Authorize Resolution No. 2 setting a public hearing for Monday, June 7, 2021 for proposed Special Assessment District No. 2021-02 for Glenwood Avenue from Farr Street to the south end for street resurfacing as follows:

**RESOLUTION NO. 78-2021**

**GLENWOOD AVENUE  
FROM SOUTH END TO FARR AVENUE  
SPECIAL ASSESSMENT RESOLUTION NO. 2**

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

**GLENWOOD AVENUE, A PUBLIC STREET, FROM SOUTH END TO FARR AVENUE;  
STREET RESURFACING**

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$131,845.68 and determines that \$30,762.49 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$101,083.19 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, June 7, 2021 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF SPECIAL ASSESSMENT HEARING  
CITY OF OWOSSO, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

**Glenwood Avenue, a Public Street, from south end to Farr Avenue**

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement: **Street Resurfacing.**

The City Council intends to defray a part or all of the cost of the above-described public improvement by special assessment against the above described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, June 7, 2021 for the purpose of hearing any person to be affected by the proposed public improvement.

**Proposed Special Assessment Project – Park Street.** Authorize Resolution No. 2 setting a public hearing for Monday, June 7, 2021 for proposed Special Assessment District No. 2021-06 for Park Street from Harper Street to Ridge Street for street resurfacing as follows:

**RESOLUTION NO. 79-2021**

**PARK STREET  
FROM HARPER STREET TO RIDGE STREET  
SPECIAL ASSESSMENT RESOLUTION NO. 2**

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

**PARK STREET, A PUBLIC STREET, FROM HARPER STREET TO RIDGE STREET;  
STREET RESURFACING**

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$121,775.28 and determines that \$30,077.34 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$91,697.94 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, June 7, 2021 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF SPECIAL ASSESSMENT HEARING  
CITY OF OWOSSO, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

**Park Street, a Public Street, from Harper Street to Ridge Street**

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement: **Street Resurfacing.**

The City Council intends to defray a part or all of the cost of the above-described public improvement by special assessment against the above described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, June 7, 2021 for the purpose of hearing any person to be affected by the proposed public improvement.

**Proposed Special Assessment Project – Pearce Street.** Authorize Resolution No. 2 setting a public hearing for Monday, June 7, 2021 for proposed Special Assessment District No. 2021-07 for Pearce Street from South Street to Francis Street for street resurfacing as follows:

**RESOLUTION NO. 80-2021**

**PEARCE STREET  
FROM SOUTH STREET TO FRANCIS STREET  
SPECIAL ASSESSMENT RESOLUTION NO. 2**

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

PEARCE STREET, A PUBLIC STREET, FROM SOUTH STREET TO FRANCIS STREET;  
STREET RESURFACING

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$132,221.16 and determines that \$30,526.08 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$101,695.08 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, June 7, 2021 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

NOTICE OF SPECIAL ASSESSMENT HEARING  
CITY OF OWOSSO, MICHIGAN

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

**Pearce Street, a Public Street, from South Street to Francis Street**

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement: **Street Resurfacing.**

The City Council intends to defray a part or all of the cost of the above-described public improvement by special assessment against the above described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, June 7, 2021 for the purpose of hearing any person to be affected by the proposed public improvement.

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

Name	Board/Commission	Term Expires
Brianna Carroll	Owosso Downtown Development Authority/Main Street	6/30/2024

Name	Board/Commission	Term Expires
Eric Lab	Owosso Downtown Development Authority/Main Street	6/30/2024

**Mr. Owosso Pancake Breakfast Fundraiser Traffic Control Order**. Approve request from Owosso Masonic Lodge #81 for closure of Greenway Street between North Water Street and Ball Street for a Pancake Breakfast Fundraiser for Mr. Owosso on Saturday, May 29, 2021 at 8:00am through 3:00pm and approve Traffic Control Order No. 1450 formalizing the request.

**Roma's Back Door Traffic Control Order**. Approve request from Roma's Back Door for closure of Comstock Street between Park Street and Saginaw Street for Curwood Festival related events from Thursday, June 3, 2021 at 12:00pm through Sunday, June 6, 2021 at 6:00pm and approve Traffic Control Order No. 1451 formalizing the request.

**Mr. Owosso Poker Run Fundraiser Traffic Control Order**. Approve request from Owosso Masonic Lodge #81 for closure of Washington Street between Mason Street and Williams Street for a Mr. Owosso Poker Run fundraising event on Sunday, May 23, 2021 from 10:00am through 10:00pm and approve Traffic Control Order No. 1452 formalizing the request.

**Bid Award – Gould House Renovation Project**. Approve bid award to Moore Trospen Construction Co. for the Gould House Renovation Project in the amount of \$192,000.00, contingent upon staff approval of the contract, and further approve payment to the contractor upon satisfactory completion of the project or portion thereof as follows:

**RESOLUTION NO. 81-2021**

**RESOLUTION AWARDING GOULD HOUSE RENOVATION BID TO MOORE TROSPER CONSTRUCTION COMPANY**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Owosso Historical Commission, required Mayotte Group Architects to solicit bids for the Gould House renovation project; and

WHEREAS, the City of Owosso received a bid from Moore Trospen Construction Company; and it is hereby determined that Moore Trospen is qualified to complete the project and that it has submitted the responsible and responsive bid; and

WHEREAS, this is a project to be funded from the Historical Sites Fund (298).

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to award the Gould House renovation bid to Moore Trospen Construction Company for a cost to the City of Owosso of \$192,000 to fund the roof replacement, soffit repair, and porch repair.

SECOND: The above expenses shall be paid from the Historical Sites Fund, 298-799-831.000.

**Warrant No. 600**. Authorize Warrant No. 600 as follows:

Vendor	Description	Fund	Amount
Waste Management	Landfill Charges 4/1/21-4/15/21	Various	\$10,109.22

**Check Register – April 2021**. \* Affirm check disbursements totaling \$1,192,714.61 for April 2021.

Motion supported by Councilmember Fear.

Roll Call Vote.

AYES: Councilmembers Haber, Pidek, Mayor Pro-Tem Osika Councilmembers Fear, Teich, Law, and Mayor Eveleth.

NAYS: None.

## **ITEMS OF BUSINESS**

### **Cash Management Policy**

City Manager Henne noted that the City has been practicing the terms of the cash management policy but now a formal, written policy is required.

Motion by Mayor Pro-Tem Osika approving adoption of the following Cash Management Policy to comply with Federal Uniform Grant Guidance requirements:

#### **CITY OF OWOSSO POLICIES AND PROCEDURES – FEDERAL AWARDS ADMINISTRATION FINANCIAL MANAGEMENT SYSTEMS CASH MANAGEMENT POLICY**

This policy was developed to set forth the regulations and procedures regarding all cash management activities of the City of Owosso, including:

- Bank Account Management
- Cash and Check Handling (Receipting)
  - Central
  - Off-site
  - Lockbox
- Cash Accounting and Bank Reconciliations
  - Cash Accounting
  - Bank Reconciliations
- On-line Banking
  - Administration/Authorization
  - Electronic Payments
  - Account Transfers
- Petty Cash
- Compliance with the Code of Federal Regulations § 200.305--Federal payment

Policies covering the authorization of payments are documented in a separate policies and procedures document.

### **Bank Account Management**

All bank accounts must be in the name of the City of Owosso and established using the City of Owosso's EIN. The opening of new bank accounts and appointment of signors must be initiated by the Finance Director and approved by the City Manager. Should a new bank account be required, the requesting department must contact the Finance Director.

Requests to close bank accounts must also be initiated by the Finance Director and approved by the City Manager.

All general purpose cash of the City of Owosso is deposited into the general pool. Restricted funds may be maintained in a segregated pool and are not available for use for general City of Owosso operations. Any funds not needed immediately for operations are invested in accordance with the City of Owosso's Investment Policy.

### **Cash and Check Handling (Receipting)**

To the extent practical, municipal cash operations reside in the City's Treasurer's office. Off-site locations (public safety, building department) may also handle cash receipts. The cash receipting software/system will be used by all departments handling cash. The Treasurer's office will deliver cash to the bank.

- All cash received at City Hall Treasury is processed by the cashiers in the Treasurer's Office.
- All cash received at City Hall Building Department is processed by their Office Manager or designee and turned into the Treasurer's office for depositing at the bank.
- All cash received at Public Service department is processed by their Office Manager or designee and turned into the Treasurer's office for depositing at the bank.
- All receipts must be processed using BS&A receipting software.

**Accounting and Bank Reconciliations**

***Cash Accounting***

The accounting and reconciling of cash activity is performed daily. The “daily work” has two main categories, 1) Recording of daily transactions 2) Reconciliation of the daily cash with receipting software reports.

***Bank Reconciliations***

Monthly, all bank accounts are reconciled between the bank accounts and the city accounting software. Reconciliations are to be prepared by the Accountant and reviewed and approved by the Finance Director.

***On-Line Banking***

On-line banking is a useful tool, the use of which is becoming more and more widespread. It is important to have proper controls over access to online banking. Online banking can be used to view daily activity, stop payments on checks, download statements and make electronic payments. It is important that employees are granted access only to those functions that are necessary for the completion of their job functions.

***Administration***

Administrators of on-line banking should be limited to those with a high level of responsibility and authority. If possible, it is best to have two administrators in order to add or delete users or to make changes to user access. The changes should be initiated by one administrator and approved by another user.

Users who will be designated as electronic transaction officers (etos), are responsible for initiating and/or approving and releasing electronic payments and making electronic transfers. A user that initiates an ach or wire transfer out of the city accounts will not be able to release that payment. Two users will be needed to transact all cash movement out of the city’s bank accounts.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Mayor Pro-Tem Osika, Councilmembers Law, Fear, Haber, Pidek, Teich, and Mayor Eveleth.

NAYS: None.

**Owosso Junior High Kayak/Canoe Landing & Locker Easement**

Motion by Councilmember Pidek accepting the addition of language to the existing permanent non-exclusive easement from the Owosso School Board for the construction and maintenance of a canoe/kayak launch and locker on the Shiawassee River behind the Owosso Junior High School on the James Miner Bikeway for the sum of One Dollar (\$1.00) as detailed below:

**RESOLUTION NO. 82-2021**

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF JUNIOR HIGH SCHOOL CANOE AND KAYAK LANDING AND LOCKER EASEMENT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Parks and Recreation Commission has voted to install a canoe and kayak landing and locker on the Shiawassee River at the site of the current Junior High School; and

WHEREAS, the existing easement for this location only allows for a pedestrian path; and

WHEREAS, additional language has been added to allow for a canoe and kayak landing and locker.

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



FIRST: The City of Owosso accepts the easement for the installation of a canoe and kayak landing and locker on the Shiawassee River at the Junior High School location.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

AYES: Councilmembers Pidek, Fear, Law, Haber, Mayor Pro-Tem Osika, Councilmember Teich, and Mayor Eveleth.

NAYS: None.

**MEDC Michigan Council for Arts and Cultural Affairs (MCACA) Grant Application**

Motion by Mayor Pro-Tem Osika authorizing City Staff to submit an application to the Michigan Economic Development Corporation's MCACA Grant to partially fund capital improvements to the Gould House, Curwood Castle and the Library as follows:

**RESOLUTION NO. 83-2021**

**RESOLUTION AUTHORIZING 2021 MICHIGAN COUNCIL FOR ARTS AND CULTURAL AFFAIRS (MCACA) GRANT APPLICATION**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to apply for a 2021 MCACA Grant; and

WHEREAS, the City of Owosso wishes to fund capital improvements for historical properties under city ownership to include the Gould house, Curwood Castle, and the Owosso Library; and

WHEREAS, these properties require replacement of furnaces, boilers, and air conditioning units; and

WHEREAS, the City's Six-Year Capital Improvement Plan includes these projects.

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to authorize a 2021 MCACA grant application in the amount of \$82,500.

SECOND: The City of Owosso agrees to match the grant application on a dollar for dollar basis up to an additional \$82,500 from the General Fund and Historical Sites Fund – bringing the total project cost to an estimated \$165,000.

THIRD: If the MCACA grant is awarded, the project would be completed according to the rules set forth in the grant guidelines.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmembers Haber, Fear, Teich, Pidek, Law, Mayor Pro-Tem Osika, and Mayor Eveleth.

NAYS: None.

**Annual Fee Schedule Amendments\***

Motion by Councilmember Pidek to approve adoption of the new Fee Schedule effective June 1, 2021 as follows:

**RESOLUTION NO. 84-2021**

**UPDATING THE SCHEDULE FOR FEES, LICENSES, FINES AND CHARGES FOR THE CITY OF OWOSSO**

WHEREAS, the *City of Owosso Code of Ordinances* provides for the establishment of many fees, licenses, fines and charges to be established by resolution; and

WHEREAS, on August 5, 2013 the city council adopted Resolution No. 90-2013 creating a schedule of fees, licenses, fines and charges; and

WHEREAS, said schedule must be periodically reexamined and updated; and

WHEREAS, the city council has reviewed the charges and determined that from June 1, 2021 fees, licenses, fines and charges shall be in accordance with this resolution and the attached schedule.

NOW THEREFORE BE IT RESOLVED by the city council of the city of Owosso, Shiawassee County, Michigan that:

- FIRST: the attached schedule for fees, licenses, fines and charges is hereby adopted effective June 1, 2021.
- SECOND: any parts of resolutions and memoranda in conflict with this resolution are hereby repealed.
- THIRD: this resolution is intended to preserve all existing charges and fees set forth in any resolution, ordinance, or law which are not in conflict with this resolution and attached schedule and to fulfill the requirements of any ordinance authorizing the city council to establish fees by resolution.
- FOURTH: fees for public records not set forth in this resolution and attached schedule, or in any other resolution, ordinance, or law, shall be set by the city manager in accordance with Act 442 of the Public Acts of 1976, as amended.
- FIFTH: fees for public services not specifically set forth in this resolution and the attached schedule or in any other resolution, ordinance, or law may be established by the city manager, who shall promptly notify the city council in writing of each of them. The city manager shall establish fees for public services based upon the cost of providing the public service.

Motion supported by Councilmember Fear.

Roll Call Vote.

AYES: Mayor Pro-Tem Osika, Councilmembers Teich, Law, Haber, Fear, Pidek, and Mayor Eveleth.

NAYS: None.

### **COMMUNICATIONS**

Liquor Control Commission. Notice of application for new license, J&H Oil.  
Liquor Control Commission. Notice of application to transfer license, Owosso 3 Cinema.  
Cheryl A. Grice, Finance Director. March 2021 Revenue & Expenditure Report.  
Cheryl A. Grice, Finance Director. April 2021 Revenue & Expenditure Report.  
N. Bradley Hissong, Building Official. April 2021 Building Department Report.  
N. Bradley Hissong Building Official. April 2021 Code Violations Report.  
N. Bradley Hissong Building Official. April 2021 Inspections Report.  
N. Bradley Hissong Building Official. April 2021 Certificates Issued Report.  
Kevin D. Lenkart, Public Safety Director. April 2021 Police Report.  
Kevin D. Lenkart, Public Safety Director. April 2021 Fire Report.

### **CITIZEN COMMENTS AND QUESTIONS**

Tom Manke, 2610 W. M-21, wanted to know when the new kayak launch behind the Junior High would be constructed.

Eddie Urban, 601 Glenwood Avenue, spoke about his desire to see guns without a trigger safety outlawed.

Councilmember Fear asked about details for the upcoming special Council meeting on Monday, May 24, 2021. It was noted the meeting is to conduct a public hearing to receive citizen comment on the City's application for the funding of a project at the WWTP from the State Revolving Fund.

### **NEXT MEETING**

Monday, May 24, 2021, 7:30 p.m. – Special Meeting  
Monday, June 07, 2021, 7:30 p.m. – Regular Meeting

**BOARDS AND COMMISSIONS OPENINGS**

Brownfield Redevelopment Authority – term expires June 30, 2026  
Building Board of Appeals – Alternate - term expires June 30, 2022  
Building Board of Appeals – Alternate - term expires June 30, 2021  
Downtown Development Authority – 2 terms expire June 30, 2021  
Owosso Historical Commission – 2 terms expire December 31, 2021  
Owosso Historical Commission – term expires December 31, 2022  
Owosso Historical Commission – term expires December 31, 2023  
Parks & Recreation Commission-term expires June 30, 2022  
Zoning Board of Appeals – Alternate – term expires June 30, 2021  
Zoning Board of Appeals – term expires June 30, 2023

**ADJOURNMENT**

Motion by Mayor Pro-Tem Osika for adjournment at 8:03 p.m.

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

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Christopher T. Eveleth, Mayor

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Amy K. Kirkland, City Clerk

\*Due to their length, text of marked items is not included in the minutes. Full text of these documents is on file in the Clerk's Office.