

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, MARCH 06, 2023
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 FEBRUARY 21, 2023:

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. Swearing In Ceremony – Fire Department Employee. A ceremony to swear in the City's newest firefighter: Gavin Rose.

PUBLIC HEARINGS

1. Ordinance Amendment - Special Assessments. Conduct public hearing to receive citizen comment regarding the proposed amendment to Chapter 28, Special Assessments, Section 28-15, *Partial Payments*, of the Code of Ordinances to reduce the interest rate for special assessments from six percent to three percent per annum.
2. USDA Loan Application. Conduct a public hearing pursuant to USDA Loan guidelines to receive citizen comment regarding the proposed application for a USDA Rural Development Community Facilities and Equipment Loan to finance the purchase of a new fire truck, necessary for the operation of the Fire Department.
Master Plan Implementation Goals: 3.2
3. Special Assessment District No. 2023-04 – Roll Correction. Conduct a public hearing to receive citizen comment regarding authorization of a correction to the roll for Special Assessment District No. 2023-04, Center Street from King Street to North Street for street resurfacing.
Master Plan Implementation Goals: 3.10

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

1. Contract Authorization – CDBG Third Party Administrator. Approve contract with Northern Consultants Inc. for administrative services related to the City’s management of the CDBG grant for rental rehabilitation at 114-116 West Main Street at a cost not to exceed \$13,745.00 paid for by the Michigan Economic Development Corporation.
2. Emergency Repair Authorization – Osburn Well. Approve emergency repair of the Osburn Well by Northern Pump & Well, Inc. and authorize payment to the contractor in the amount of \$34,866.00.
Master Plan Implementation Goals: 1.5, 3.4, 3.10
3. Professional Services Agreement – Palmer 3A & Juniper 1 Well Houses Project – Construction Administration Services. Approve Addendum No. 5 to the Utilities General Engineering Contract with OHM Advisors to provide construction administration and observation services in the amount not to exceed \$197,000.00 for the Palmer 3A and Juniper 1 Wellhouse Project, contingent upon receipt of DWSRF funding for the project, and further approve payment to the engineer upon satisfactory completion of the project or portion thereof.
Master Plan Implementation Goals: 1.5, 3.4
4. Bid Award – 2023 Street Patches Program. Authorize bid award to S.A. Smith Paving & Trucking, Inc. dba Smith Sand & Gravel as the low bidder for the 2023 Street Patches Program in the amount of \$130,675.00, further authorize a contingency amount of \$10,000.00 to be utilized upon written permission, and approve payment up to the bid amount, plus the contingency if utilized, upon satisfactory completion of the work or a portion thereof.
5. Bid Award – 2023 Sidewalk Program. Approve bid award to KMI Road Maintenance, LLC for the 2023 Sidewalk Program in the amount of \$151,875.00, plus a contingency of \$8,000.00 for additional restoration and replacement services required during the fiscal year, and further approve payment to the contractor up to \$159,875.00 upon satisfactory completion of project or portion thereof.
6. Bid Award – Tree Removal – Option 1. Approve bid award to Burman’s Tree Services, LLC for the 2023 Tree Removal Contract – Option 1 in the amount of \$18,708.49, with a contingency amount of \$5,000.00 to be shared between the contracts for Option 1 and Option 2, and further approve payment to the contractor upon satisfactory completion of the project or portion thereof.
7. Bid Award – Tree Removal – Option 2. Approve bid award to Ronald’s Tree Service LLC for the 2023 Tree Removal Contract – Option 2 in the amount of \$9,200.00, with a contingency amount of \$5,000.00 to be shared between the contracts for Option 1 and Option 2, and further approve payment to the contractor upon satisfactory completion of the project or portion thereof.
8. Bid Award – 2023-2024 Kornerhorn Parts. Approve bid award to Etna Supply Company for Kornerhorn Parts in the amount of \$23,667.50 and further approve payment to the contractor according to unit prices upon satisfactory receipt of said parts.
Master Plan Implementation Goals: 3.4, 3.10
9. Check Register – February 2023. Affirm check disbursements totaling \$2,753,707.13 through February 28, 2023.

ITEMS OF BUSINESS

1. Special Events Traffic Control Order Policy Update. Consider updates to the Rules and Regulations for the Issuance of Certain Traffic Control Orders instituting new deadlines, fees, and requirements for removing rubbish post-event.
2. Fee Schedule Amendment. Consider additions to the Fee Schedule to include fees for Traffic Control Orders issued for special events, effective immediately.
3. Scheduling of Budget Meeting(s). Consider setting special meeting(s) to discuss the 2023-24 Proposed Budget.

COMMUNICATIONS

1. Brad A. Barrett, Finance Director. Financial Report – January 2023.
2. Historic District Commission. Minutes of February 15, 2023.
3. Owosso Historical Commission. Minutes of February 23, 2023.
4. WWTP Review Board. Minutes of February 28, 2023.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, March 20, 2023

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2024
Building Board of Appeals – Alternate - term expires June 30, 2025
Zoning Board of Appeals – Alternate – term expires June 30, 2024
Zoning Board of Appeals – Alternate – term expires June 30, 2025

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.