

**ATTENTION: A 30-MINUTE COUNCIL DISCUSSION PERIOD WILL BE HELD IMMEDIATELY PRIOR TO THIS REGULAR MEETING. THE PUBLIC IS WELCOME TO ATTEND.**

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, SEPTEMBER 18, 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 SEPTEMBER 5, 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**

None.

**PUBLIC HEARINGS**

1. Proposed Special Assessment Project – Stewart Street. Conduct a public hearing to receive citizen comment regarding proposed Special Assessment District No. 2024-01 for Stewart Street from Shiawassee Street (M-52) to Washington Street for street reconstruction.  
**Master Plan Implementation Goals: 3.22**

**CITIZEN COMMENTS AND QUESTIONS**

**CONSENT AGENDA**

1. Boards and Commissions Appointment. Approve the following Mayoral Boards and Commissions appointment:

<b>Name</b>	<b>Board/Commission</b>	<b>Term Expires</b>
Daylen Howard	Downtown Development Authority/Main Street Board filling unexpired term of T. Marr	06-30-2025

2. MDOT Local Grade Crossing Surface Program Application – S. Chestnut Street. Approve application to the FY2024 Local Grade Crossing Surface Program for reconstruction of the Huron & Eastern Railroad crossing on South Chestnut Street.  
**Master Plan Implementation Goals: 3.7, 5.2**
3. MDOT Local Grade Crossing Surface Program Application – S. Chipman Street. Approve application to the FY2024 Local Grade Crossing Surface Program for reconstruction of the Huron & Eastern Railroad crossing on South Chipman Street.  
**Master Plan Implementation Goals: 3.7, 5.2**
4. MDOT Local Grade Crossing Surface Program Application – Woodlawn Avenue. Approve application to the FY2024 Local Grade Crossing Surface Program for reconstruction of the Huron & Eastern Railroad crossing on Woodlawn Avenue.  
**Master Plan Implementation Goals: 3.7, 5.2**
5. Street Closure Request - 2023 Annual Beer Run. Approve request from Shiawassee Regional Chamber of Commerce for the closure of various streets for the 2023 Annual Beer Run on Friday, October 20, 2023 from 6:00 p.m. to 8:00 p.m. and authorize Traffic Control Order No. 1506 formalizing the action.  
**Master Plan Implementation Goals: 1.17, 4.2, 4.6, 5.9, 5.12, 6.7**
6. Change to Street Lighting Contract – Streetlight Reconfiguration Hickory/King. Authorize amendment to the Street Light Contract with Consumers Energy to reflect the removal of the HPS streetlight at the King Street/Hickory Street intersection and the installation of two new Cobrahead LED street lights at said intersection in advance of the Safe Routes to School project, authorize the Mayor and City Clerk to execute appropriate documents, and approve payment to Consumers Energy in the amount of \$8,048.00.
7. Change Order – Main Street Plaza Masonry Repair. Approve Change Order No.1 to the Main Street Plaza Masonry Repair contract with Bornor Restoration, Inc. increasing the contract amount by \$4,970.00 for the installation of additional footings and authorize payment to the contractor up to the amount of \$39,830.00 upon satisfactory completion of the project.  
**Master Plan Implementation Goals: 3.17**
8. Bid Award – 2023-24 DPW Inventory Parts. Accept the low bid from Michigan Pipe and Valve-Saginaw, Inc. for water distribution system parts for the DPW inventory and authorize payment in accordance with unit prices not to exceed \$33,196.20.  
**Master Plan Implementation Goals: 3.4**
9. Warrant No. 633. Authorize Warrant No. 633 as follows:

<b>Vendor</b>	<b>Description</b>	<b>Fund</b>	<b>Amount</b>
Gould Law PC	Legal Services from August 15, 2023 - September 11, 2023	Varies	\$10,272.08
Waste Management	Services from August 16, 2023 – September 1, 2023	WWTP	\$10,679.76

**ITEMS OF BUSINESS**

None.

**COMMUNICATIONS**

1. Clayton Wehner, Director of Engineering. Ridge and Stewart Alley Petition.
2. Melissa Wheeler, Downtown Development Authority. Letter of Resignation.

3. Tanya S. Buckelew, Planning & Building Director. August 2023 Building Department Report.
4. Tanya S. Buckelew, Planning & Building Director. August 2023 Code Violations Report.
5. Tanya S. Buckelew, Planning & Building Director. August 2023 Inspections Report.
6. Tanya S. Buckelew, Planning & Building Director. August 2023 Certificates Issued Report.
7. Kevin D. Lenkart, Public Safety Director. August 2023 Police Report.
8. Kevin D. Lenkart, Public Safety Director. August 2023 Fire Report.
9. Historic District Commission. Minutes of August 16, 2023.
10. Downtown Development Authority/Main Street. Minutes of September 6, 2023.
11. Owosso Historical Commission. Minutes of September 11, 2023.

**CITIZEN COMMENTS AND QUESTIONS**

**NEXT MEETING**

Monday, October 02, 2023

**BOARDS AND COMMISSIONS OPENINGS**

- Building Board of Appeals - term expires June 30, 2024
- Building Board of Appeals - term expires June 30, 2025
- Building Board of Appeals – Alternate - term expires June 30, 2024
- Building Board of Appeals – Alternate - term expires June 30, 2025
- Downtown Development Authority – term expires June 30, 2024
- 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](mailto:city.clerk@ci.owosso.mi.us). The City of Owosso Website address is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).