

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF FEBRUARY 18, 2025
6:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR ROBERT J. TEICH, JR.

OPENING PRAYER: PASTOR KENNETH HERBRUCK
OWOSSO ASSEMBLY OF GOD

PLEDGE OF ALLEGIANCE: UTILITIES DIRECTOR RYAN E. SUCHANEK

PRESENT: Mayor Robert J. Teich, Jr., Mayor Pro-Tem Jerome C. Haber, Councilmembers Carl C. Ludington, Emily S. Olson, Rachel M. Osmer, and Christopher D. Owens.

ABSENT: Councilmember Janae L. Fear.

APPROVE AGENDA

Motion by Councilmember Olson to approve the agenda as presented.

Motion supported by Mayor Pro-Tem Haber and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF FEBRUARY 3, 2025

Motion by Councilmember Owens to approve the Minutes of the Regular Meeting of February 3, 2025 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS

None.

COUNCIL COMMENTS

Councilmember Osmer praised the success of the 2024 Raise Up Shiawassee campaign and thanked the Mayor and Kim Renwick for their support. She also noted that the deadline for non-profits to join the 2025 campaign is March 15, 2025.

Mayor Teich thanked Councilmember Osmer for suggesting the Council volunteer for the YMCA food distribution, saying it was a great event.

CONSENT AGENDA

Motion by Mayor Pro-Tem Haber to approve the Consent Agenda as follows:

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

Name	Board/Commission	Term Expires
Amy Fuller	River Trail Joint Powers Committee	06-30-2027

Traffic Control Order - Shi-Tri 2025. Approve request from Fitness Coliseum and Friends of the Shiawassee River for use of Lot #10 from 8:00am on May 17, 2025 until noon May 18, 2025 and various streets on Sunday, May 18, 2025 from 7:00am through 12:00pm for the 5th annual Shi-Tri, and approve Traffic Control Order No. 1527 formalizing the action.

Master Plan Implementation Goals: 1.17, 4.2, 4.6, 5.9, 5.12

Changes to Street Lighting Contracts. Authorize amendments to the Street Lighting Contracts with Consumers Energy to reflect the replacement of one 70-watt LED and 3 HPS streetlights on the S. Washington Street bridge with 4 new LED streetlights, and authorize the Mayor and City Clerk to execute appropriate documents as follows:

RESOLUTION NO. 23-2025

REMOVING & REPLACE STREET LIGHTS FROM THE CITY'S STANDARD STREET LIGHTING CONTRACTS

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of OWOSSO, dated October 1, 2013, in accordance with the Authorization for Change in Standard Lighting Contract dated February 18, 2025, heretofore submitted to and considered by this Council as follows:

GENERAL SERVICE UNMETERED LIGHTING RATE GUL, STANDARD HIGH INTENSITY DISCHARGE

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Install Remove</i>	<i>Location</i>
3	250	HPS	Cobrahead	Remove	S. Washington Street Bridge

and,

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of OWOSSO, dated September 27, 2018, in accordance with the Authorization for Change in Standard Lighting Contract dated February 18, 2025, heretofore submitted to and considered by this Council as follows:

GENERAL UNMETERED LIGHT EMITTING DIODE LIGHTING RATE GU-LED

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Fixture Style</i>	<i>Install Remove</i>	<i>Location</i>
1	70	LED	Cobrahead	Cutoff	Remove	S. Washington Street Bridge
4	80	LED	Cobrahead	Cutoff	Install	S. Washington Street Bridge

and,

RESOLVED, further, that the Mayor and City Clerk be and are authorized to execute such authorizations for change on behalf of the City.

Master Plan Implementation Goals: 2.9

***Change Order – 2024 Sidewalk Program Contract.** Approve Change Order No. 2 to the 2024 Sidewalk Replacement Program Contract with Lopez Concrete Construction, LLC, adding \$12,037.50.00 for construction of an accessible concrete parking pad and sidewalk at the Hugh Parker Soccer Complex, and approve payment to the contractor up to the amended amount of \$309,317.50 upon completion of the work or portion thereof as follows:

RESOLUTION NO. 24-2025

AUTHORIZING CHANGE ORDER NO. 2 TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND LOPEZ CONCRETE CONSTRUCTION, LLC FOR THE 2024 SIDEWALK PROGRAM

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with Lopez Concrete Construction, LLC on February 20, 2024 in the amount of \$137,530.00 for sidewalk replacements throughout the city during the 2024 construction season; and

WHEREAS, city council approved change order no. 1 on December 16, 2024 in the amount of \$159,750.00 to extend the contract through the 2025 construction season and increase the total contract amount to \$297,280.00; and

WHEREAS, the Parks and Recreation Commissions desires to make some accessibility improvements at the Hugh Parker Soccer Complex by installing a concrete parking pad and sidewalk at the south side of the property; and

WHEREAS, Lopez Concrete Construction, LLC has agreed to complete this work, and a change order is necessary to increase the contract amount.

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

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to amend the 2024 Sidewalk Program contract with Lopez Concrete Construction, LLC to include work for the Hugh Parker Soccer Complex increasing the contract amount by \$12,037.50 for construction of a concrete parking pad and sidewalk, bringing the contract total to \$309,317.50.
- SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as change order no. 2 to the Contract for Services between the city of Owosso and Lopez Concrete Construction, LLC.
- THIRD: the accounts payable department is authorized to pay Lopez Concrete Construction, LLC for work satisfactorily completed up to the revised contract amount of \$309,317.50.
- FOURTH: the above additional expenses shall be paid from FY2025-26 Parks account no. 101-751-930.000, and other funds as appropriate.

Master Plan Implementation Goals: 3.4, 5.2, 5.21

***Bid Award - Chip Seal Program.** Approve bid award to Highway Maintenance and Construction Company for the 2025 Chip Seal Program in the amount of \$83,935.00, plus a contingency of \$10,000.00 to be used upon written permission, and further approve payment to the contractor up to the contract amount plus the contingency as follows:

RESOLUTION NO. 25-2025

AUTHORIZING THE EXECUTION OF A CONTRACT WITH HIGHWAY MAINTENANCE AND CONSTRUCTION COMPANY FOR THE 2025 CHIP SEAL PROJECT

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined that it is in the best interest of the public to perform surface improvements along portions of selected streets as set forth in the contract documents; and

WHEREAS, the City has sufficient funds to perform said improvements from its local street maintenance funds to facilitate undertaking of the project; and

WHEREAS, the City of Owosso sought bids for the 2025 Chip Seal Project, and a bid was received from Highway Maintenance and Construction Company and it is hereby determined that Highway Maintenance and Construction Company is qualified to provide such services and that it has submitted the lowest responsible and responsive bid.

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

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to employ Highway Maintenance and Construction Company for the 2025 Chip Seal Project.
- SECOND: the Mayor and City Clerk are instructed and authorized to sign the contract for services between the City of Owosso, Michigan and Highway Maintenance and Construction Company, in an amount not to exceed \$83,935.00.
- THIRD: the accounts payable department is authorized to pay Highway Maintenance and Construction Company for work satisfactorily completed on the project up to the Contract amount of \$83,935.00, plus a contingency in the amount of \$10,000.00 to be used only upon written authorization, for a total of \$93,935.00.
- FOURTH: the above expenses shall be paid from the FY25-26 local street maintenance account no. 203-463-818.000.

Warrant No. 652. Authorize Warrant No. 652 as follows:

Vendor	Description	Fund	Amount
Gould Law PC	Services from January 14, 2025 - February 10, 2025	Varies	\$11,665.76

***Check Register – January 2025.** Affirm check disbursements totaling \$4,654,677.99 for January 2025.

Motion supported by Councilmember Osmer.

Roll Call Vote.

AYES: Mayor Pro-Tem Haber, Councilmembers Osmer, Olson, Owens, Ludington, and Mayor Teich.

NAYS: None.

ABSENT: Councilmember Fear.

ITEMS OF BUSINESS

***Recreation Passport Grant Application**

Master Plan Implementation Goals: 5.3

Assistant City Manager Amy K. Fuller described the proposed project to rehabilitate the tennis and pickleball courts at Bentley Park. She noted that the Parks & Recreation Commission has tied this project to the planned expansion of the splash pad in an effort to accomplish as much as possible with the revenue from the 2024 parks millage. They anticipate receiving word on the grant request in January 2026. Should the grant be awarded both projects will take place during the 2026 construction season.

Motion by Councilmember Osmer to approve the application for a Recreation Passport Grant seeking \$150,000 in funding for the Bentley Park Pickleball and Tennis Court Project, and authorize matching funds of \$120,000 for said project.

RESOLUTION NO. 26-2025

**SEEKING A RECREATION PASSPORT GRANT THROUGH
THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES**

WHEREAS, Bentley Park is a noted destination point within the city of Owosso and the current pickleball and tennis courts in the park were constructed in the 1970's, and regular maintenance cannot effectively address the difficulties of the aging infrastructure; and

WHEREAS, the city of Owosso and its partners intend to rehabilitate the park's pickleball courts and tennis courts; and

WHEREAS, the State of Michigan Department of Natural Resources is accepting Recreation Passport Grant applications for up to \$150,000 towards new or rehabilitated park facilities; and

WHEREAS, the city of Owosso supports the submission of an application titled "Bentley Park Pickleball and Tennis Court Project" to the Recreation Passport Grant Program for development of pickleball and tennis courts at Bentley Park; and,

WHEREAS, the proposed application is supported by the city of Owosso 5-year Parks and Recreation Master Plan; and,

WHEREAS, the city of Owosso agrees to make a financial commitment to the project in the amount of one hundred and twenty thousand dollars (\$120,000) in matching funds.

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

FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to apply for a Recreation Passport Grant through the Michigan Department of Natural resources in the amount of \$150,000 for the Bentley Park Pickleball and Tennis Court Project, with project costs estimated to at \$270,000.

SECOND: it hereby commits to funding the remaining estimated project costs of one hundred and twenty thousand dollars (\$120,000) as follows: Parks Millage Funds Account 208-756-974.000 in the amount of sixty thousand dollars (\$60,000) and City General Fund Account 101-751-930.000 in the amount of sixty thousand dollars (\$60,000) during the 2026-27 fiscal year.

Motion supported by Councilmember Owens.

Roll Call Vote.

AYES: Councilmembers Olson, Ludington, Mayor Pro-Tem Haber, Councilmembers Owens, Osmer, and Mayor Teich.

NAYS: None.

ABSENT: Councilmember Fear.

***Personnel Policy Manual Update**

Motion by Councilmember Olson to approve the proposed changes to the non-union employees Personnel Policy Manual updating it to reflect current laws, practices, and policies as follows:

RESOLUTION NO. 27-2025
APPROVING AN UPDATE TO
THE PERSONNEL POLICY MANUAL
FOR THE CITY OF OWOSSO

WHEREAS, the City Council, previously adopted the City of Owosso Personnel Policy Manual on May 18, 2020; and

WHEREAS, the Director of Human Resources has presented the City Council the revised Personnel Policy Manual; and

WHEREAS, the City Council has reviewed the revised Manual and finds it in the best interest of the City and its employees to adopt the revisions; and

WHEREAS, the City Council finds that the proposed revisions will serve to further inform employees of City personnel policies and that current and sound personnel policies are an essential part of recruiting and retaining excellent employees and extending high quality services to the public.

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

FIRST: The City of Owosso Personnel Policy Manual updated February 18, 2025 is hereby approved and adopted by the City Council.

SECOND: This Resolution and the Manual shall take effect immediately, on February 18, 2025. All General City employees of the City shall be provided a copy of such Employee Handbook and shall sign an acknowledgement and receipt.

THIRD: The Mayor and Councilmembers approve this resolution.

Motion supported by Councilmember Ludington.

Roll Call Vote.

AYES: Councilmember Ludington, Mayor Pro-Tem Haber, Councilmembers Osmer, Owens, Olson, and Mayor Teich.

NAYS: None.

ABSENT: Councilmember Fear.

Notice of Intent to Issue Revenue Bonds and Right to Referendum - DWSRF Project No. 7880-01

Master Plan Implementation Goals: 3.4, 3.7

Finance Director Brad A. Barrett detailed the proposed bond saying \$11.62 million in bonds would be issued, the State's DWSRF program has agreed to purchase \$11.161 million of said bonds, \$1.865 million in principal would be forgiven, and EGLE will contribute a grant in the amount of \$465,000. The result would be \$9.296 million in debt to be serviced by water rates.

Motion by Councilmember Olson to adopt the following resolution of Notice of Intent to Issue Revenue Bonds and Right to Referendum thereof for the proposed issuance of bonds to finance 2025 DWSRF Project No. 7880-01 for watermain replacements, lead service line replacements, water treatment plant electrical improvements, and improvements to/abandonment of well houses and piping:

RESOLUTION NO. 28-2025

**DECLARING OFFICIAL INTENT TO REIMBURSE PROJECT
EXPENDITURES WITH BOND PROCEEDS AND AUTHORIZING PUBLICATION
OF NOTICE OF INTENT TO ISSUE BONDS**

WHEREAS, the City of Owosso (the "City") proposes to issue its revenue bonds, in one or more series (the "Bonds") under Act 94, Public Acts of Michigan, 1933, as amended ("Act 94"), to finance improvements to the City's water supply system (the "System"), consisting of (i) improvements to, and replacement of components of, the City's water treatment plant, including without limitation, electrical and related improvements throughout the water treatment plant, (ii) removal, replacement, and abandonment of wells, and (iii) replacement of water mains and service lines, as well as the restoration of property, streets, rights-of-way and easements affected by the improvements, and all other work necessary and incidental to these improvements (collectively, the "Project"); and

WHEREAS, it is anticipated that the City will advance a portion of the costs of the Project prior to the issuance of the Bonds, to be repaid from proceeds of the Bonds upon the issuance thereof; and

WHEREAS, Section 1.150-2 of the Treasury Regulations on Income Tax (the "Reimbursement Regulations") specifies conditions under which a reimbursement allocation may be treated as an expenditure of bond proceeds, and the City intends by this resolution to qualify amounts advanced by the City to the Project for reimbursement from proceeds of the Bonds in accordance with the requirements of the Reimbursement Regulations; and

WHEREAS, a notice of intent to issue the Bonds must be published in order to comply with the requirements of Section 33 of Act 94.

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

1. The project shall consist of the water supply system improvements described in the preamble hereto.
2. The maximum principal amount of bonds expected to be issued for the project is \$11,620,000.
3. The city hereby declares its official intent to issue the bonds to finance the costs of the project, and hereby declares that it reasonably expects to reimburse the city's advances to the project as described in the preamble and as anticipated by this resolution.
4. The bonds shall be authorized by proper proceedings subsequent to this resolution.
5. The clerk is hereby instructed to publish the following notice attached hereto as exhibit a once in a newspaper of general circulation in the city.
6. All prior resolutions and parts of resolutions insofar as they may be in conflict with this resolution are hereby rescinded.

EXHIBIT A

**NOTICE OF INTENT TO ISSUE
BONDS BY THE CITY OF
OWOSSO, MICHIGAN**

NOTICE IS HEREBY GIVEN, that the City of Owosso, Michigan, intends to issue revenue bonds, in one or more series, in the principal amount of not to exceed \$11,620,000 for the purpose of defraying the cost of improvements to the City's water supply system (the "System"), consisting of (i) improvements to, and replacement of components of, the City's water treatment plant, including without limitation, electrical and related improvements throughout the water treatment plant, (ii) removal, replacement, and abandonment of wells, (iii) replacement of water mains and service lines, as well as the restoration of property, streets, rights-of-way and easements affected by the improvements, and all other work necessary and incidental to these improvements, and (iv) payment of the costs of issuing the bonds and capitalized interest, if any.

The bonds will mature in not to exceed forty (40) years after the date of original issuance, and will bear interest from their date at a rate or rates to be determined at the time of sale thereof but in no event to exceed such rates as may be permitted by law.

The bonds will be issued under the provisions of Act 94, Public Acts of Michigan, 1933, as amended, and an ordinance of the City Council and will be payable from the net revenues of the System and any improvements, enlargements and extensions thereto, and a statutory lien on said revenues will be established by said resolution. The City will covenant and agree to fix and

maintain at all times while any of the bonds shall be outstanding such rates for service furnished by the System as shall be sufficient to provide for payment of the necessary expenses of operation, maintenance and administration of the System and of the principal of and interest on the bonds when due and to provide for such other expenditures and funds for the System as are required by the resolution authorizing the issuance of bonds. In addition, the bonds may be secured by the full faith and credit of the City as limited by applicable constitutional, statutory, and charter limitations on the taxing power of the City.

RIGHT TO PETITION FOR REFERENDUM

This notice is given, by order of the City Council of the City of Owosso, to and for the benefit of the electors of the City in order to inform them of their right to petition for a referendum upon the question of the issuance of the aforesaid bonds. The bonds will be issued, without submitting such a question to a vote of the electors, unless within 45 days after the date of publication of this notice a petition requesting a referendum upon such question, signed by not less than 10% or 15,000 of the registered electors in the City, whichever is the lesser, shall have been filed with the undersigned City Clerk. In the event that such a petition is filed, the bonds will not be issued unless and until the issuance thereof shall have been approved by the vote of a majority of the electors of the City qualified to vote and voting thereon at a general or special election.

FURTHER INFORMATION

Further information relative to the issuance of said bonds and the subject matter of this notice may be secured at the office of the City Clerk of the City of Owosso, 301 West Main Street, Owosso, Michigan 48867.

This notice is given pursuant to the provisions of Act 94, Public Acts of Michigan, 1933, as amended.

Amy K. Kirkland, CMC
City Clerk
City of Owosso

Motion supported by Councilmember Owens.

Roll Call Vote.

AYES: Councilmembers Osmer, Olson, Owens, Mayor Pro-Tem Haber, Councilmember Ludington, and Mayor Teich.

NAYS: None.

ABSENT: Councilmember Fear.

Utility Rate Study Presentation & Discussion

Jesse Nelson, principal accountant with Baker Tilly Municipal Advisors, gave a presentation on the latest utility rate study. The presentation was followed by a lengthy discussion regarding the urgent need for repairs, the anticipated inability of the community to shoulder the cost of the necessary repairs, and how the Council will go about balancing the needs of the City's utilities given the financial constraints of its residents. Discussions in greater depth are planned for the next two Council meetings, tours of the City's water and wastewater plants will be arranged, and a special meeting may be scheduled for the fifth Monday in March.

CITIZEN COMMENTS

Tom Manke, 2910 W. M-21, said he did not envy Councilmembers for the extremely difficult decisions they will need to make in the coming months. He also noted that he had published a story about the proposal to close a portion of Ball Street downtown, and almost all of the comments were negative in nature.

Pastor Gary Beal, Church of Jubilee, asked Council not to make rash decisions on the utility rates. He encouraged them to be creative in the way the improvements are paid for, suggesting that they look at alternative ways to finance the necessary projects rather than relying 100% on utility rates. He said the decisions will be tough, but it was essential that they address the problems now.

COUNCIL COMMENTS

Councilmember Osmer noted that the warming centers are still in need of volunteers during the overnight period.

COMMUNICATIONS

Tanya S. Buckelew, Planning & Building Director. January 2025 Building Department Report.
Tanya S. Buckelew, Planning & Building Director. January 2025 Code Violations Report.
Tanya S. Buckelew, Planning & Building Director. January 2025 Inspections Report.
Tanya S. Buckelew, Planning & Building Director. January 2025 Certificates Issued Report.
Kevin D. Lenkart, Public Safety Director. January 2025 Police Report.
Kevin D. Lenkart, Public Safety Director. January 2025 Fire Report.
WWTP Review Board. Minutes of January 28, 2025.
DDA/OMS Board. Minutes of February 5, 2025.

NEXT MEETING

Monday, March 03, 2025, 6:30 p.m.

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2025
DDA/OMS Board x 2 – terms expire June 30, 2028
Zoning Board of Appeals – Alternate – term expires June 30, 2027
Zoning Board of Appeals – Alternate – term expires June 30, 2025

ADJOURNMENT

Motion by Councilmember Owens for adjournment at 8:32 p.m.

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

Robert J. Teich, Jr., Mayor

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.