

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, JUNE 16, 2025  
6:30 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 THE REGULAR MEETING OF JUNE 2, 2025:**

**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. Monthly Utility Billing Presentation. Information regarding the possibility of returning to monthly utility billing.

**PUBLIC HEARINGS**

1. Ordinance Amendment – Fighting on School Property. Conduct a public hearing to receive citizen comment regarding the proposed addition of Secs. 19-150 through 19-152 to Chapter 19, Offenses, Article VIII, *Offenses on School Grounds*, of the Code of Ordinances to prohibit fighting on school property.
2. Ordinance Amendment – Unpaid Parking Violations. Conduct a public hearing to receive citizen comment regarding the proposed addition of Sec. 33-54, Removal of Vehicle for Unpaid Parking Violations, to Chapter 33, Traffic and Motor Vehicles, Article III, *Parking, stopping and standing*, Division 2, *Parking violations bureau*, of the Code of Ordinances to allow the City to tow the vehicle of repeat offenders with unpaid tickets.

**CITIZEN COMMENTS**

**COUNCIL COMMENTS**

## **CONSENT AGENDA**

1. Set Public Hearing – CDBG Grant Acceptance. Set a public hearing for Monday, July 7, 2025 at 6:30 p.m. to receive citizen comment regarding the proposal to accept CDBG grant funding for the infrastructure of the Washington Park Housing Development.

**Master Plan Implementation Goals:** 1.1, 1.9

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

<b>Name</b>	<b>Board/Commission</b>	<b>Term Expires</b>
Nathan Henne*	Building Authority	06-30-2028
Jason Harris*	Building Board of Appeals	06-30-2027
Sam McLaren*	Building Board of Appeals	06-30-2027
Sean Harrington	Historic District Commission filling unexpired term of L. Gallinger	06-30-2028
Kevin Maginity*	Parks & Recreation Commission	06-30-2027
Ellen Rodman*	Parks & Recreation Commission	06-30-2027
Linda Robertson*	Planning Commission	06-30-2028
Stephen Schlaack*	Planning Commission	06-30-2028
Robert J. Teich, Jr.*	Zoning Board of Appeals	06-30-2028

\* Indicates reappointment

3. Traffic Control Order – Rustic Revival Craft Fair & Market. Approve the request from Christy Klenk for the closure of the west portion of the movie theater parking lot (Lot #10) on Saturday, August 23, 2025 from 7:00am – 5:00pm for the Rustic Revival Craft Fair & Market and approve Traffic Control Order No. 1535 formalizing the action.
4. Change Order - MI-HOPE Grant Project. Approve Change Order No. 6 to the contract with Merkel & Kenney, Inc. for the MI-HOPE Grant Project, adding \$3,873.00 for additional work and materials required for 4 of the remaining homes to be completed and further approve payment to the contractor up to the adjusted contract amount of \$357,999.00 upon satisfactory completion of the work or portion thereof.
5. Change Order – WTP Filters Improvements Project. Approve Change Order No. 2 to the contract with Sorensen Gross Company for the WTP Filters Improvements Project, adding \$32,759.00 for the installation of 4 additional valves on Filter #4, and further approve payment to the contractor up to the adjusted contract amount of \$1,909,848.00 upon satisfactory completion of the work or portion thereof and contingent on EGLE approval.
6. Contract Renewal - General Engineering Services. Approve the required annual renewal of the General Engineering Services contracts with Eng., Inc., Fleis & Vandenbrink, Inc., Orchard, Hiltz & McClimint, Inc., and Spicer Group, Inc. to provide engineering services through June 30, 2026.  
**Master Plan Implementation Goals:** 3.8
7. Contract Approval – City Hall Improvements Project. Approve contract with Great Lakes Bay Construction, Inc., for the City Hall Improvements Project in the amount of \$601,059.00 and authorize payment to the contractor upon satisfactory completion of the work or portion thereof.
8. Contract Authorization – Public Safety Building Project Owner's Representative. Waive competitive bidding requirements, authorize a contract with Veridus Michigan, LLC dba Veridus Advisors for the provision of owner's representative services for the Public Safety Building Project in an amount not to exceed \$75,000, plus allowance of \$8,000 for reimbursable expenses, and further authorize payment to the contractor upon satisfactory completion of the work or portion thereof.

9. Purchase Authorization - MMRMA Insurance. Waive competitive bidding requirements, authorize the purchase of general liability, property and auto insurance policies from the Michigan Municipal Risk Management Authority (MMRMA) for the coverage period from July 1, 2025 to July 1, 2026 in the amount of \$321,014.00, and further authorize payment up to the total premium amount for the coverage period.
10. Bid Award - Sand & Gravel, Selection #1. Accept the low bid of S.A. Smith Paving & Trucking, Inc. dba Smith Sand & Gravel for Class II Sand in the amount of \$6.00 per ton and authorize payment in accordance with unit prices estimated at \$18,000.00 for the fiscal year ending June 30, 2026.
11. Bid Award - Sand & Gravel, Selection #2. Accept the low bid of Jackson Trucking, LLC for 22A Gravel in the amount of \$13.35 per ton, \$55.25 per ton for Field Stone Riprap, and \$21.85 per ton for 6A Gravel and authorize payment in accordance with unit prices estimated at \$20,967.50 for the fiscal year ending June 30, 2026.
12. Bid Award - Sand & Gravel, Selection #3. Accept the low bid of SP Powells Sand and Soil, LLC for 21AA limestone in the amount of \$27.00 per ton, \$30.75 per ton for 6AA Limestone, and \$32.00 per ton for H1 Limestone Chip, and authorize payment in accordance with the unit prices estimated at \$20,967.50 for the fiscal year ending June 30, 2026.
13. Bid Award – Traffic & Construction Barricades. Accept the low bid of All in Safety Corp. for traffic and construction barricades in the amount of \$14,877.58 and authorize payment to the vendor upon satisfactory receipt of the items.
14. Bid Award – Curwood Castle Air Conditioning. Accept the low bid of Victory World Wide LLC dba Victory Heating and Cooling for the installation of air conditioning units at Curwood Castle in the amount of \$13,458.72 and approve payment to the contractor upon satisfactory installation of said units.
15. Warrant No. 657. Authorize Warrant No. 657 as follows:

Vendor	Description	Fund	Amount
Gould Law PC	Services May 13 – June 9 2025	Varies	\$11,590.28

### **ITEMS OF BUSINESS**

1. Contract Approvals – Ludington Electric, Inc. Reiterate acknowledgement of the pecuniary interest of Councilmember in the contract(s) in question and consider approval of \$120.00 in contracts with Ludington Electric, Inc. for the period of April 2025.
2. Demolition Authorization – 117 W. Exchange Street. Consider approval of the HDC's revised recommendation regarding the façade at 117 W. Exchange Street and authorize demolition and full site clearance at the location.
3. Downtown Revolving Loan & Grant Program Revisions. Consider revisions to the Downtown Revolving Loan & Grant Program making changes to the loan and grant processing fees and adding grant claw-back provisions.
4. City Budget Amendment. Adopt the 12-month budget amendments to the 2024-2025 Budget.
5. Elimination of Water Shut-Offs. Consider implementation of the elimination of water shut-offs and the placing of outstanding water bills on the taxes.
6. Closed Session. Consider holding closed session at the conclusion of the second session of Council Comments for the purpose of consulting with an attorney regarding trial or settlement strategy in connection with specific pending litigation.

## **CITIZEN COMMENTS**

## **COUNCIL COMMENTS**

## **CLOSED SESSION** (if approved)

## **COMMUNICATIONS**

1. Tanya S. Buckelew, Planning & Building Director. May 2025 Building Department Report.
2. Tanya S. Buckelew, Planning & Building Director. May 2025 Code Violations Report.
3. Tanya S. Buckelew, Planning & Building Director. May 2025 Inspections Report.
4. Tanya S. Buckelew, Planning & Building Director. May 2025 Certificates Issued Report.
5. Kevin D. Lenkart, Public Safety Director. May 2025 Police Report.
6. Kevin D. Lenkart, Public Safety Director. May 2025 Fire Report.
7. Downtown Development Authority/Main Street. Minutes of May 7, 2025.
8. Parks & Recreation Commission. Minutes of May 28, 2025.
9. Downtown Development Authority/Main Street. Minutes of June 4, 2025.
10. Owosso Historical Commission. Minutes of June 9, 2025.

## **NEXT MEETING**

Monday, July 7, 2025

## **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2026  
Building Board of Appeals – Alternate - term expires June 30, 2027  
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, 2028

## **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).