

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF DECEMBER 15, 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: PASTOR BILL MOULL, OWOSSO FREE METHODIST CHURCH

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

ABSENT: None.

APPROVE AGENDA

Motion by Councilmember Olson to approve the agenda as presented.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF DECEMBER 1, 2025

Motion by Councilmember Owens to approve the Minutes of the Regular Meeting of December 1, 2025 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS

Bill Moull, 1335 W. North Street, wished everyone a Merry Christmas and thanked the Councilmembers for all that they do for the community.

COUNCIL COMMENTS

Councilmember Osmer indicated that St. Johns United Church of Christ has been serving as an overnight warming shelter for the homeless. They are currently in need of volunteers to staff the warming center and provide meals.

Councilmember Olson spoke about the ripple effects of sharing and collective ownership using the sled library as an example. Not only would we cut down on the accumulation of stuff, but when we share things we stop being isolated and start making connections with other community members. She suggested that Councilmembers think about creating something for the community that will last beyond their Council terms.

CONSENT AGENDA

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

***Change Order – City Hall Improvements Project.** Approve Change Order No. 3 to the City Hall Improvements Project with Great Lakes Bay Construction, Inc., in the amount of \$9,298.40 and further approve payment to the contractor upon completion of the project or portion thereof as follows:

RESOLUTION NO. 179-2025

AUTHORIZING CHANGE ORDER #3 FOR THE CITY HALL IMPROVEMENTS PROJECT

WHEREAS, the City of Owosso entered into a contract with Great Lakes Bay Construction in the amount of \$601,059.00 for improvements to City Hall; and

WHEREAS, previously approved change orders have increased the contract amount by \$9,814.75, bringing the current contract total to \$610,873.75; and

WHEREAS, additional work was identified during construction, including repair and replacement of deteriorated gas lines and associated roof work necessary for installation of the roof rail system; and

WHEREAS, Great Lakes Bay Construction has submitted Change Order No. 3 in the amount of \$9,298.40 to complete this additional work; and

WHEREAS, approval of Change Order No. 3 will increase the overall contract amount to \$620,172.15; and

WHEREAS, this is a budgeted item from 101.265.975.000.

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 approve change order #3 from Great Lakes Bay Construction for a cost to the City of Owosso of \$9,298.40.

SECOND: The above expenses shall be paid from the General fund, 101.265.975.000.

***Contract Addendum – Planning & Zoning Services Contract.** Amend the Professional Services Agreement – Planning & Zoning Services contract with CIB Planning, Inc. to reflect the merger and name change to OHM Advisors as follows:

RESOLUTION NO. 180-2025

AUTHORIZE AMENDMENT OF THE

**PROFESSIONAL SERVICES AGREEMENT WITH
CIB PLANNING, INC. (NOW OHM ADVISORS)
FOR PLANNING, ZONING AND DEVELOPMENT ADVISORY SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to amend the agreement for professional planning services with CIB Planning, Inc. due to the merger with OHM Advisors; and

WHEREAS, on May 6, 2019, the Owosso City Council approved a three (3) year contract with CIB Planning, Inc. for planning, zoning and development advisory services as the result of a competitive bidding process; and

WHEREAS, on June 6, 2022, the Owosso City Council approved a three (3) year contract renewal with CIB Planning, Inc. for the period through June 30, 2025, with one (1) year optional extensions; and

WHEREAS, on July 7, 2025, the Owosso City Council approved an additional 1-year period; and

WHEREAS, shortly thereafter, CIB Planning, Inc. merged with OHM Advisors.

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

FIRST: it has been heretofore determined that it is advisable, necessary and in the public interest to amend the Professional Services Agreement for planning, zoning and development advisory services with CIB Planning, Inc. by changing the name to OHM Advisors for the period through June 30, 2026, with one (1) to three (3) year optional extensions.

SECOND: the mayor and city clerk are instructed and authorized to sign the contract substantially in the form attached: Professional Services Agreement for ongoing Planning, Zoning and Development Advisory Services.

Purchase Authorization – Police Vehicles. Waive competitive bidding requirements, utilizing the Macomb County contract, and approve the purchase of two (2) 2025 Ford Police Utility Vehicles from Lunghamer Ford of Owosso for a total cost of \$97,452.00 to be paid upon delivery as follows:

RESOLUTION NO. 181-2025

**AUTHORIZING THE EXECUTION OF A CONTRACT FOR PURCHASE OF POLICE VEHICLES WITH
LUNGHAMER OF OWOSSO, LLC**

WHEREAS, the City of Owosso, Shiawassee County, Michigan has a Police department requiring the use of police vehicles; and

WHEREAS, the City of Owosso has therefore determined that it is advisable, necessary and in the public interest to purchase two 2025 Ford Police Interceptor Police Vehicles from Lunghamer of Owosso, LLC utilizing the Macomb County contract, with a cost to the city of \$97,452.00; and

WHEREAS, the City of Owosso may waive competitive bidding requirements when purchasing equipment in coordination with another municipality.

NOW THEREFOR BE IT RESOLVED by 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 purchase two 2025 Ford Interceptor Utility Police Vehicles from Lunghamer of Owosso, LLC, utilizing the Macomb County contract, for a cost to the City of Owosso of \$97,452.00.

SECOND: The Finance Director and the Director of Public Safety are hereby instructed and authorized to sign documents necessary to complete the purchase.

THIRD: Authorize payment to Lunghamer of Owosso, LLC in the amount of \$97,452.00 upon delivery of the police vehicles. The City of Owosso received a USDA grant for \$43,706.00 towards the purchase of the vehicles.

FOURTH: The above expenses shall be paid from the Police Division account, 101-301-978.000.

***Professional Service Agreement – Fire Department Medical Examinations.** Waive competitive bidding requirements, and contract with Bio-Care, Inc. to provide medical examinations, Quantitative Fit Testing and Respiratory Surveillance to all Fire Department employees at a cost of \$8,173.00 and authorize payment according to the terms of the contract as follows:

RESOLUTION NO. 182-2025

**AUTHORIZING AGREEMENT WITH BIO-CARE INC.
FOR MEDICAL TESTING AND FIT TESTING SERVICES**

WHEREAS, the City of Owosso seeks to provide medical and fit testing services to all fire department employees; and

WHEREAS, Bio-Care, Inc. provides on-site wellness testing and medical exams to Fire Departments across Michigan; and

WHEREAS, Bio-Care, Inc. has submitted a quote dated September 17, 2025, to provide the necessary services; and

WHEREAS, City Ordinance 2-346 allows for waiver of competitive bidding for professional services.

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 waive competitive bidding requirements and have Bio-Care, Inc. provide medical testing and fit testing services to the Owosso Fire Department.

SECOND: the mayor and city clerk are instructed and authorized to sign the document in the form attached.

THIRD: the above expenses shall be paid in accordance with the terms of the contract, from the General Fund, 101-36-818.000.

***Professional Service Agreement – Underwriter/Placement Agent/Municipal Advisor.** Authorize professional services agreement with MFCI, LLC, in an amount not to exceed \$68,450.00, to serve as Underwriter/Placement Agent/Municipal Advisor for two bond issuances associated with the City's 2026 Drinking Water State Revolving Fund (DWSRF) projects and its 2026 Clean Water State Revolving Fund (CWSRF) projects, and further authorize payment to the firm for services rendered in accordance with the agreement as follows:

RESOLUTION NO. 183-2025

AUTHORIZING PROFESSIONAL SERVICE AGREEMENT WITH

MFCI, LLC TO SERVE AS UNDERWRITER/PLACEMENT AGENT/MUNICIPAL ADVISOR

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is required to obtain underwrite/placement agent/municipal advisor for debt issuances; and

WHEREAS, the City of Owosso is undertaking water and wastewater treatment plant infrastructure improvement projects; and

WHEREAS, MFCI, LLC is a Michigan independent financial services company; and

WHEREAS, the employment of professional services is an exception to competitive bidding per Section 2-346(2) of the City of Owosso Code of Ordinances.

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

- FIRST:** The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to enter into professional service agreements with MFCI, LLC to serve as its municipal advisor.
- SECOND:** Underwriter/placement agent/municipal advisor services will be associated with a revenue bond issuances involving the state of Michigan drinking water state revolving loan fund program and clean water state revolving loan fund program.
- THIRD:** The mayor and city clerk are instructed and authorized to sign professional services agreements between the City of Owosso and MFCI, LLC, estimated at \$68,450 for two revenue bond issuances.
- FOURTH:** The accounts payable department is authorized to pay MFCI, LLC for work satisfactorily completed at a cost estimated at \$68,450 under said professional services agreements.
- FIFTH:** The above expense shall be paid from the Water Fund 591.901.972.000 DWSRF 792001, 591.901.972.200 DWSRF 792001 and Wastewater Treatment Fund 599.901.977.000 CWSRF603401.

Master Plan Implementation Goals: 3.4, 3.7, 3.8, 6.6

***Professional Services Agreements - Bond Counsel**. Authorize two professional services agreements with Dickinson Wright PLLC in an amount not to exceed \$80,000.00 to serve as Bond Counsel for bond issuances associated with the 2026 Drinking Water State Revolving Fund project and the 2026 Clean Water State Revolving Fund project, and further authorize payment to the firm for services rendered in accordance with the agreements as follows:

RESOLUTION NO. 184-2025

**AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH
DICKINSON WRIGHT PLLC
TO SERVE AS BOND COUNSEL**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is required to obtain bond counsel for debt issuances; and

WHEREAS, the City of Owosso is undertaking water treatment and infrastructure improvement projects and wastewater treatment plant improvements; and

WHEREAS, Dickinson Wright PLLC is a full-service law firm with multiple offices in Michigan; and

WHEREAS, the employment of professional services is an exception to competitive bidding per Section 2-346(2) of the City of Owosso Code of Ordinances.

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to enter into a professional service agreement with Dickinson Wright PLLC to serve as bond counsel.
- SECOND: Bond counsel services will be associated with a revenue bond issuance involving the state of Michigan drinking water state revolving loan fund program and clean water state revolving loan fund program.
- THIRD: The mayor and city clerk are instructed and authorized to sign documents substantially in form attached as Professional Services Agreements between the City of Owosso and Dickinson Wright PLLC estimated at \$80,000.
- FOURTH: The accounts payable department is authorized to pay Dickinson Wright PLLC for work satisfactorily completed at a cost estimated at \$80,000 under said professional services agreements.
- FIFTH: The above expense shall be paid from the Water Fund (591.901.972.000-DWRF 792001 / 591.901.972.200-DWRF792001) and Wastewater Treatment Fund (599.901.977.000-CWSR603401.

Master Plan Implementation Goals: 3.4, 3.7, 3.8, 6.6

Motion supported by Councilmember Owens.

Roll Call Vote.

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

NAYS: None.

ITEMS OF BUSINESS

Contract Approvals – Ludington Electric, Inc.

Motion by Councilmember Osmer to allow Councilmember Ludington to abstain from voting on the contracts related to his business, Ludington Electric, Inc.

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

Councilmember Ludington left the meeting at 6:42 p.m.

Motion by Councilmember Olson to reiterate acknowledgement of the pecuniary interest of Councilmember Ludington in the contract(s) in question and consider approval of \$1,314.19 in contracts with Ludington Electric, Inc. for the period of November 2025:

PO NUMBER	DEPT.	VENDOR	DESCRIPTION	AMOUNT
000047377	862	LUDINGTON ELECTRIC, INC.	REPAIR OF DOWNTOWN LIGHTS – WASHINGTON STREET	636.23
000047402	862	LUDINGTON ELECTRIC, INC.	REPLACEMENT OF UNDERGROUND WIRING FOR CHAIRMAN LIGHTS	497.96
000047420	863	LUDINGTON ELECTRIC, INC.	INSTALLATION OF NEW VFD AT STANDPIPE BOOSTER STATION	180.00
				<u>1,314.19</u>

Motion supported by Councilmember Owens.

Roll Call Vote.

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

NAYS: None.

ABSTAIN: Councilmember Ludington.

Councilmember Ludington returned to the meeting at 6:44 p.m.

Closed Session

Motion by Councilmember Olson to approve 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.

Motion supported by Councilmember Osmer.

Roll Call Vote.

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

NAYS: None.

CITIZEN COMMENTS

None.

COUNCIL COMMENTS

City Manager Henne noted that last week he met with Pastor Beal and representatives of the Gratiot County Hope House to talk about potential efforts to help the area's homeless population.

Councilmember Osmer thanked Chairwoman Elaine Greenway for putting together the Historical Commission Christmas Party, noting that it was a lovely event.

CLOSED SESSION

The Council adjourned to closed session at 6:48 p.m.

The Council returned from closed session at 7:18 p.m.

APPROVAL OF THE MINUTES OF CLOSED SESSION OF JUNE 16, 2025

Motion by Councilmember Osmer to approve the Minutes of the Closed Session of June 16, 2025 as presented.

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

APPROVAL OF THE MINUTES OF CLOSED SESSION OF AUGUST 18, 2025

Motion by Councilmember Owens to approve the Minutes of the Closed Session of August 18, 2025 as presented.

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

COMMUNICATIONS

Elaine Greenway, Historical Commission. Letter of resignation.

Tanya S. Buckelew, Planning & Building Director. November 2025 Building Department Report.

Tanya S. Buckelew, Planning & Building Director. November 2025 Code Violations Report.

Tanya S. Buckelew, Planning & Building Director. November 2025 Inspections Report.

Tanya S. Buckelew, Planning & Building Director. November 2025 Certificates Issued Report.

Kevin D. Lenkart, Public Safety Director. November 2025 Police Report.

Kevin D. Lenkart, Public Safety Director. November 2025 Fire Report.

Downtown Development Authority. Minutes of December 3, 2025.

Parks & Recreation Commission. Minutes of December 3, 2025.

WWTP Review Board. Minutes of November 25, 2025.

Owosso Historic District Commission. Minutes of September 17, 2025.

Owosso Historic District Commission. Minutes of November 19, 2025.

Quarterly Utility Billing Delinquent and Shut off Statistics. July – September 2025.

NEXT MEETING

Monday, January 5, 2026

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

Motion by Councilmember Olson for adjournment at 7:19 p.m.

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

Robert J. Teich, Jr., Mayor

Amy K. Kohagen, 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.