

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MINUTES OF JANUARY 20, 2026  
6:30 P.M.  
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

**PRESIDING OFFICER:** MAYOR ROBERT J. TEICH, JR.

**OPENING PRAYER:** PASTOR BILL MOULL  
OWOSSO FREE METHODIST CHURCH

**PLEDGE OF ALLEGIANCE:** MAYOR PRO-TEM JEROME C. HABER

**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 with a change to Consent Agenda Item 4. Contract Authorization – Owosso Charter Township Ambulance Service correcting the charge per residence from \$125.00 to \$120.00.

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

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF JANUARY 5, 2026**

Motion by Mayor Pro-Tem Haber to approve the Minutes of the Regular Meeting of January 5, 2026 as presented.

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

None.

**PUBLIC HEARINGS**

**\*CDBG Housing Grant Application**

Master Plan Implementation Goals: 1.9, 1.10, 1.13, 2.6, 6.6

A public hearing was conducted to receive citizen comment regarding the proposed application to the Michigan State Housing Development Authority for a grant to assist in the improvement of owner-occupied, single-family homes of low- to moderate- income residents and consider authorizing said application, approval of a substantial amendment to the grant, and further approval of the related authorizing resolution, procurement procedure, and determination of level of environmental review.

Planning and Building Director Tanya S. Buckelew briefly detailed the grant program. The City is receiving \$926,000 to assist low-income homeowners with interior and exterior improvements to their

homes that increase energy efficiency. She has received 44 applications to date and anticipates another round of funding will be coming down the pipeline in February.

The following person commented regarding the proposed grant:

Tom Manke, 2910 W. M-21, said the City utilized a similar grant program many years ago to help people fix up their homes and it was a great program that was very much needed by the community.

Whereas, the Council, after due and legal notice, has met and having heard all interested parties, motion by Councilmember Fear that the following resolution be adopted:

**RESOLUTION NO. 09-2026**

**APPROVING AN AMENDMENT TO THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
AGREEMENT BETWEEN THE CITY OF OWOSSO AND  
THE MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY (MSHDA) NEIGHBORHOOD  
HOUSING INITIATIVES DIVISION (NHID)**

WHEREAS, the City of Owosso applied for and has been awarded a CDBG Grant (MIN 1.0) for \$454,300 to assist low- to moderate-income residents, owning and occupying permanent single-family homes in funding interior and exterior home improvements to meet code requirements such as roof replacement, windows, plumbing, electrical, mechanical and insulation. This excludes cosmetic only renovations and upgrades; and

WHEREAS, the City of Owosso has received an additional CDBG grant (MIN 2.0) in the amount of \$472,000 to assist more of said single-family homeowners, and

WHEREAS, the City of Owosso wishes to amend the current grant agreement (#NDD-2023-37-MIN) to reflect the additional award for a new grant total of \$926,300, and

WHEREAS, the City of Owosso will not be required to match any grant dollars, but will serve as the administrator of the grant, as pass-through entity for grant funds and will abide by the terms and conditions set forth in the grant agreement; and

WHEREAS, the proposed project is consistent with the City of Owosso's Master Plan Goals; and

WHEREAS, the beneficiaries of this grant will include residents of the City of Owosso with qualified incomes that meet the CDBG requirements; and

WHEREAS, each household can receive up to \$40,000 for improvements; and

WHEREAS, qualification for the program is determined by the application process; and

WHEREAS, no project costs (CDBG and non CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs has been provided by the City's Designated CDBG Specialist; and

WHEREAS, the City Council voted and approved this Resolution on January 20, 2026 to submit along with the grant amendment request; and

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 approve submission of CDBG grant amendment to the Michigan State Housing Development Authority Neighborhood Housing Initiatives Division.

SECOND: City Manager Nathan R. Henne and Planning & Building Director Tanya S. Buckelew are designated as Authorized Signers for said grant with the authority to sign the associated grant application and all attachments, the grant agreement and all amendments, and Payment Requests.

THIRD: Planning & Building Director Tanya S. Buckelew is designated as the CDBG appointed Grant Administrator for said grant and is authorized to administer associated projects to completion in accordance with the Program Guidelines.

FOURTH: Planning & Building Director Tanya S. Buckelew is designated as the Certifying Officer for the NEPA Environmental Review.

Motion supported by Councilmember Osmer.

Roll Call Vote.

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

NAYS: None.

### **CITIZEN COMMENTS**

Tom Manke, 2910 W. M-21, asked if the City was planning on doing anything special to mark the 250<sup>th</sup> anniversary of the United States later this year.

### **COUNCIL COMMENTS**

Councilmember Osmer indicated that the warming center serving meals is still looking for volunteers to cook and donors to buy food.

### **CONSENT AGENDA**

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

**Proposed Special Assessment Project—Woodlawn Avenue.** Authorize Resolution No. 2 setting a public hearing for February 2, 2026 for proposed Special Assessment District No. 2026-01 for Woodlawn Avenue from Monroe Street to Corunna Avenue for street rehabilitation as follows:

#### **RESOLUTION NO. 10-2026**

#### **WOODLAWN AVENUE FROM MONROE STREET TO CORUNNA AVENUE (M-71) SPECIAL ASSESSMENT RESOLUTION NO. 2**

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

WOODLAWN AVENUE, A PUBLIC STREET, FROM MONROE STREET TO CORUNNA AVENUE (M-71);  
STREET REHABILITATION

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$345,816.00 and determines that \$60,874.70 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$284,941.30 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, February 2, 2026 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF SPECIAL ASSESSMENT HEARING  
CITY OF OWOSSO, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

**Woodlawn Avenue, a Public Street, from Monroe Street to Corunna Avenue (M-71)**

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement: **Street Rehabilitation.**

The City Council intends to defray a part or all of the cost of the above-described public improvement by special assessment against the above-described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above-described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 6:30 p.m. on Monday, February 2, 2026 for the purpose of hearing any person to be affected by the proposed public improvement.

Master Plan Implementation Goals: 3.4, 3.10

**Purchase Order Amendment-Bulk Carbon Dioxide.** Authorize amendment to Purchase Order with Matheson Tri-Gas, Inc. for bulk carbon dioxide, increasing the unit price from \$0.11 per pound or \$220 per ton to \$0.12 per pound or \$240 per ton, raising the total estimated cost for the FY 2025-2026 to \$17,020.20, and further authorize payment to the supplier up to the increased amount based on unit prices for actual quantities required as follows:

**RESOLUTION NO. 11-2026**

**AUTHORIZING INCREASE TO THE PURCHASE ORDER  
FOR BULK CARBON DIOXIDE WITH MATHESON TRI-GAS INC.  
DUE TO RECENT COST INCREASES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan approved a Purchase Order with Matheson Tri-Gas Inc. for the supply of bulk carbon dioxide for the FY 2025-2026; and

WHEREAS, recent costs have increased, and Matheson Tri-Gas Inc. is utilizing its ability to increase the price per pound necessitating amendment to said purchase order.

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 purchase carbon dioxide from Matheson Tri-Gas Inc. at the increased price of \$0.12 per pound, or \$240 per ton, with an estimated remaining usage of 37 tons for FY2025-2026.
- SECOND: the accounts payable department is authorized to submit payment to Matheson Tri-Gas Inc., the estimated increase amount of \$740.00 (estimated total of \$17,020.20, which may be exceeded based on usage and actual need).
- THIRD: the above expenses shall be paid from the water fund following delivery, and chargeable to account 591-553-743.000.

Master Plan Implementation Goals: 3.4

**\*Change Order- Valve Replacement Project.** Approve Change Order No. 1 to the Valve Replacement Project with John E. Green Company increasing the amount by \$11,134.00 for additional work and materials needed to dismantle, clean and reinstall a section of pipe, and further approve payment to the contractor up to the amount of \$70,134.00 as follows:

**RESOLUTION NO. 12-2026**

**AUTHORIZING CHANGE ORDER NO. 1  
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND  
JOHN E. GREEN COMPANY OF SAGINAW, MICHIGAN FOR VALVE REPLACEMENT  
CONSTRUCTION AT THE WATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with John E. Green Company, on October 20, 2025 for the valve replacement project, at the Water Treatment Plant (WTP); and

WHEREAS, the project is now underway, and a change order is necessary to reconcile contract work and

supplies to be used.

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 amend the Water Treatment Plant (WTP) Valve Replacement Project contract with John E. Green to increase the contract amount to update contract work and supplies to be used for additional work due to extraordinary calcium buildup.

SECOND: The Mayor and City Clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 1 in the amount of \$11,134.00; an increase to the Contract for Services between the City of Owosso and John E. Green, revising the total current contract amount from \$59,000.00 to \$70,134.00.

THIRD: The Accounts Payable department is authorized to pay John E. Green for work satisfactorily completed up to the revised contract amount of \$70,134.00.

FOURTH: The above expenses shall be paid from Account No. 591-901-972.200.

**Master Plan Implementation Goals: 3.4**

**\*Contract Authorization – Owosso Charter Township Ambulance Service.** Approve contract with Owosso Charter Township to provide ambulance services on their behalf to the township in the amount of \$125.00 per residence, plus charges for businesses, churches, and campgrounds as follows:

**RESOLUTION NO. 13-2026**

**AUTHORIZING AN AGREEMENT FOR AMBULANCE  
SERVICES BETWEEN THE CITY OF OWOSSO  
AND OWOSSO CHARTER TOWNSHIP**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Public Safety Department and Owosso Charter Township desire to renew the contract for the provision of ambulance coverage to Owosso Charter Township by the City of Owosso Fire Department; and

WHEREAS, City of Owosso operates a Fire Department which has the ability to provide said ambulance service to Owosso Charter Township.

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 enter into an agreement with Owosso Charter Township to provide ambulance coverage to the township.

SECOND: The mayor and city clerk are instructed and authorized to sign the documents in the form attached, Contract for Ambulance Services with Owosso Charter Township/City of Owosso.

**Master Plan Implementation Goals: 3.1**

**\*Bid Award — 2026 Water Main Replacement — Contract 1.** Approve bid award to Fleis & Vandenbrink Engineering, Inc., for the 2026 Water Main Replacement Project — Contract 1, in the

amount of \$377,600.00 for engineering and construction administration services, contingent upon the receipt of DWSRF bond proceeds, and further approve payment up to the contract amount upon satisfactory completion of the work or portion thereof as follows:

**RESOLUTION NO. 14-2026**

**AUTHORIZING CONTRACT ADDENDUM NO. 2026-02  
TO THE FY2025-2026 GENERAL ENGINEERING SERVICES CONTRACT  
WITH FLEIS & VANDENBRINK ENGINEERING, INC., FOR ENGINEERING SERVICES  
FOR THE 2026 WATER MAIN REPLACEMENT PROJECT-CONTRACT 1**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with Fleis & Vandenbrink Engineering, Inc., on June 5, 2023, and renewed said contract on June 16, 2025 for the term of July 1, 2025 to June 30, 2026 for general engineering services; and

WHEREAS, the City desires to make necessary upgrades to its water distribution system through the State of Michigan Department of Environment, Great Lakes, and Energy Drinking Water State Revolving Fund (DWSRF) for Fiscal Year 2026; and

WHEREAS, this work requires the services of a professional engineering firm to complete design engineering and construction engineering of the project; and

WHEREAS, Fleis & Vandenbrink Engineering, Inc., has submitted a proposal to perform such work and offers to complete design and construction engineering services of said project, in an amount not to exceed \$377,600.00.

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 employ the firm of Fleis & Vandenbrink Engineering, Inc., to provide design and construction engineering services for the 2026 DWSRF Water Main Replacement Project-Contract 1.
- SECOND: The mayor and city clerk are instructed and authorized to sign the necessary documents as an Agreement for General Engineering Services between the City of Owosso, Michigan and Fleis & Vandenbrink Engineering, Inc.
- THIRD: The Accounts Payable department is authorized to make payment up to the amount of \$377,600.00 to Fleis & Vandenbrink Engineering, Inc., upon successful completion of engineering work, and construction administration is contingent upon the City receiving FY2026 DWSRF funding.
- FOURTH: The above engineering expenses shall be paid per their specific category, from the following funds: Water Fund Acct No. 591-901-972.000-DWSRF792001, Sanitary Sewer Fund 590-901-973.000, Local Street Fund Account No. 203-451-818.000, and other funds as appropriate.

Master Plan Implementation Goals: 3.4, 3.7, 5.3, 5.27, 6.6

**\*Bid Award — 2026 Water Main Replacement —Contract 2.** Approve bid award to Fishbeck, Thompson, Carr & Hubber, Inc., DBA Fishbeck for the 2026 Water Main Replacement Project — Contract 2 in the amount of \$358,400.00, contingent upon the receipt of DWSRF bond proceeds, and further

approve payment up to the contract amount upon satisfactory completion of the work or portion thereof as follows:

**RESOLUTION NO. 15-2026**

**AUTHORIZING CONTRACT ADDENDUM NO. 15  
TO THE AGREEMENT BETWEEN THE CITY OF OWOSSO AND  
FISHBECK, THOMPSON, CARR & HUBBER, INC., FOR DESIGN AND  
CONSTRUCTION ENGINEERING SERVICES  
FOR THE 2026 DWSRF WATER MAIN PROJECT - CONTRACT 2**

WHEREAS, the City desires to make necessary upgrades to its water distribution system through the State of Michigan Department of Environment, Great Lakes, and Energy Drinking Water State Revolving Fund (DWSRF) for Fiscal Year 2026; and

WHEREAS, this work requires the services of a professional engineering firm to complete design engineering and construction engineering of the project; and

WHEREAS, the City sought proposals from its Qualification Based Selection (QBS) list of firms to perform such work; and

WHEREAS, Fishbeck, Thompson, Carr & Hubber, Inc., DBA Fishbeck is selected as the most qualified firm to perform such work and offers to complete design engineering and construction engineering services of said project, in an amount not to exceed \$358,400.00.

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 employ the firm of Fishbeck to provide design and construction engineering for the 2026 DWSRF Water Main Project-Contract 2.
- SECOND:** The mayor and city clerk are instructed and authorized to sign the necessary documents as an Agreement for Engineering Services between the City of Owosso, Michigan and Fishbeck.
- THIRD:** The Accounts Payable department is authorized to make payment up to the amount of \$358,400.00 to Fishbeck upon successful completion of engineering work, and construction administration is contingent upon the City receiving FY2026 DWSRF funding.
- FOURTH:** The above engineering expenses shall be paid per their specific category, from the following funds: Water Fund Acct No. 591-901-972.000-DWSRF792001, Sanitary Sewer Fund 590-901-973.000, and other funds as appropriate.

**Master Plan Implementation Goals: 3.4, 3.7, 5.3, 5.27, 6.6**

**\*Contract Amendment – City Hall Improvements Project – Engineering Services Contract.** Approve Amendment No. 2 to the engineering services contract with Spicer Group for the City Hall Improvements Project adding \$4,400.00 for additional engineering services during the pre-bid and post-bid processes, and authorize payment to the vendor up to the amount of \$48,400.00 as follows:

**RESOLUTION NO. 16-2026**

**AUTHORIZING AMENDMENT NO. 2 TO THE  
CITY HALL IMPROVEMENTS PROJECT – ENGINEERING SERVICES CONTRACT  
WITH SPICER GROUP, INC.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, entered into a professional services agreement with Spicer Group, on December 2, 2024, for engineering and construction administration services related to the City Hall Improvements Project with an original project amount of \$44,000; and

WHEREAS, previously approved amendment to the project increased the contract amount by \$4,400.00, bringing the current total contract amount to \$48,400.00; and

WHEREAS, the scope of professional services increased during the construction administration phase due to performance-related issues, additional site inspections, coordination and review of multiple change orders, and the need to calculate and document airflow rate selections for the building's variable volume system; and

WHEREAS, Spicer Group, Inc. has submitted a request for Additional Services in the amount of \$5,200.00 for work performed beyond the original contract scope; and

WHEREAS, approval of Amendment No. 2 will increase the total professional services contract amount to \$53,600; and

WHEREAS, this is a budgeted item from account 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 Amendment No. 2 to the professional services agreement with Spicer Group, Inc. in the amount of \$5,200.00 for additional construction administration services related to the City Hall Improvements Project.

**SECOND:** the Mayor and City Clerk are instructed and authorized to approve the document Request for Additional Services for Existing Professional Services Contract in the amount of \$5,200.00; an increase revising the total current amount from \$48,400.00 to \$53,600.00.

**THIRD:** the Accounts Payable department is authorized to pay Spicer Group for work satisfactorily completed up to the revised amount of \$48,400.00.

**FOURTH:** the above expenses shall be paid from the General Fund 101-265-975.000.

**Master Plan Implementation Goals:** 3.8, 4.7, 6.7

**Warrant No. 661.** Authorize Warrant No.661 as follows:

Date	Vendor	Description	Fund	Amount
1/7/2026	Waste Management	WWTP Refuge Disposal Services	WWTP	\$10,366.20
1/8/2026	Caledonia Twp	25% payment per Water District Agreement	Water	\$73,886.07
1/8/2026	Owosso Twp	25% Payment per Water Agreement	Water	\$22,242.59
				<b>Total</b> \$106,494.86

Motion supported by Choose an item..

Roll Call Vote.

AYES:

NAYS:

**ITEMS OF BUSINESS**

**Contract Approvals – Ludington Electric, Inc.**

Motion by Councilmember Olson to allow Councilmember Ludington to abstain from the following vote due to a conflict of interest.

Motion supported by Councilmember Owens.

Roll Call Vote.

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

NAYS: None.

Councilmember Ludington left the meeting at 6.47 p.m.

Motion by Councilmember Olson to reiterate acknowledgement of the pecuniary interest of Councilmember in the contract(s) in question and approve the following \$757.74 in contracts with Ludington Electric, Inc. for the period of December 2025:

**STATEMENT REGARDING BUSINESS DEALINGS WITH THE CITY**

Per Owosso City Charter Section 14.4 and Michigan Public Act 317 of 1968, as amended

I, Carl Ludington, being an officer of the City of Owosso, do hereby declare a pecuniary interest in the following proposed contract(s) with the City of Owosso as described as:

PO NUMBER	DEPT.	VENDOR	DESCRIPTION	AMOUNT
000047425	862	LUDINGTON ELECTRIC, INC.	REPLACING BURNED UP WIRES ON WASHINGTON STREET	185.26
000047456	862	LUDINGTON ELECTRIC, INC.	NEW 20 AMP CIRCUIT FOR CHRISTMAS TREE	452.48
000047501	863	LUDINGTON ELECTRIC, INC.	INVOICE NO. 28935 09-26-25, REPLACED CONTRACTOR SILO	120.00
				\$ 75.74

Motion supported by Councilmember Owens.

Roll Call Vote.

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

NAYS: None.

ABSTAIN: Councilmember Ludington.

Councilmember Ludington returned to the meeting at 6:48 p.m.

**\*Mortgage Discharge – 520 Comstock Street**

Motion by Councilmember Owens to authorize discharge of mortgage as it relates to 520 Comstock Street and further authorize the Mayor and City Clerk to execute appropriate documents as follows:

**RESOLUTION NO. 17-2026**

**AUTHORIZING DISCHARGE OF HOUSING REHABILITATION PROGRAM  
MORTGAGE FOR 520 COMSTOCK STREET**

WHEREAS, on December 3, 1997 the City of Owosso, Shiawassee County, Michigan filed a lien on the property at 520 Comstock Street after a \$3,400 loan was issued by the City's Housing Rehabilitation Program; and

WHEREAS, as the terms of this loan can no longer be determined, the statute of limitations on said loan has expired, and a majority of Housing Rehab loans were forgivable after a set period of time staff recommends discharge of the mortgage to clear the way for private sale.

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

FIRST: it has theretofore determined that it is advisable, necessary and in the public interest to discharge its mortgage lien for the Housing Rehabilitation Program loan for the property located at 520 Comstock Street.

SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Housing Rehabilitation Program Mortgage Discharge of Rehabilitation Mortgage.

Motion supported by Councilmember Olson.

Roll Call Vote.

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

NAYS: None.

**Charter Amendment Chapter 15 section 4 – Collection of Delinquent Utility Charges**

**Master Plan Implementation Goals: 3.1, 3.3**

City Manager Nathan R. Henne explained that the proposed Charter amendment would allow the City to put unpaid utilities charges on the taxes twice per year. Said change will guarantee cash flow if the Council were to get rid of water shut-offs for non-payment.

There was discussion among Council about amending the wording of the question so that the potential for the City to stop water shut-offs is noted more prominently. The Council agreed to recess for ten minutes to allow the City Manager to make the requested changes.

The Council recessed from 7:01 p.m. until 7:09 p.m.

City Manager Henne read aloud the amended ballot question.

Motion by Councilmember Olson to authorize the following resolution proposing a Charter amendment to Chapter 15, Section 4 of the Owosso City Charter and approving ballot language for submission to the voters at the August 4, 2026 regular election, consistent with City Council's Fiscal Year 2025–26 annual goals:

**RESOLUTION NO. 18-2026**

**PROPOSING CHARTER AMENDMENT TO CHAPTER 15, SECTION 4 OF THE  
OWOSO CITY CHARTER AND APPROVING BALLOT LANGUAGE FOR AUGUST 4,  
2026 ELECTION REGARDING THE COLLECTION OF DELINQUENT MUNICIPAL  
UTILITY CHARGES**

WHEREAS, the City Council of the City of Owosso, Michigan (the "City"), is authorized under the Home Rule City Act (1909 PA 279, as amended, MCL 117.1 et seq.) to propose amendments to the City Charter by a vote of at least three-fifths (3/5) of its members-elect; and

WHEREAS, Chapter 15, Section 4 of the Owosso City Charter governs the collection of municipal utility rates and charges, including the placement of delinquent utility charges on the City's tax roll; and

WHEREAS, the City currently bills municipal utility charges on a quarterly basis, resulting in delinquent utility charges being eligible for placement on the tax roll only once per year under existing Charter language; and

WHEREAS, the City Council desires to provide flexibility to place delinquent municipal utility charges on both the summer and winter property tax rolls, in order to maintain utility fund cash flow and to allow the City to discontinue water shutoffs for nonpayment, if Council so chooses; and

WHEREAS, the City Council further desires to preserve flexibility in the event that utility billing cycles change in the future, including a potential transition to monthly billing, by authorizing the Council to establish delinquency and lien timelines by resolution rather than fixing specific dates in the Charter.

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

**FIRST:** The City Council hereby proposes that Chapter 15, Section 4 of the City Charter be amended to read as follows (new language underlined, old language struck):

*Section 15.4. - Collection of Municipal Utility Rates and Charges.*

- a) *The Council shall provide by ordinance for the collection of rates and charges for public utility services furnished by the city. When any person fails or refuses to pay to the city any sums due on utility bills, the service upon which such delinquency exists may be discontinued and suit may be brought for the collection thereof.*
- b) *As permitted by law, the city shall have a lien upon the premises to which utility services are supplied for such services and, for such purpose, shall have all the powers granted to cities by law. The lien shall become effective immediately on the distribution or supplying of utility services to such premises. In each case where a lien to secure the payment of utility charges is not available to the city by operation of law or otherwise, the Council shall require that an adequate deposit be made by the person to whom city utility services are furnished, for the purpose of guaranteeing the collection of charges for such utility services.*
- c) ~~*Except as otherwise provided by law, all unpaid charges for utility services which constitute a lien upon the premises to which they are supplied or furnished which,*~~

~~on the last day of March of each year, have remained unpaid for a period of three months or more, shall be reported to the Council by the Finance Director at the first meeting thereof in the month of April. The Council thereupon shall order the publication in a newspaper of general circulation in the city of notice that all such unpaid utility charges not paid by the last day of April will be spread upon the city's tax roll against the premises to which such utility services were supplied or furnished, and such charges shall then be spread upon the city's tax roll, with a surcharge of ten percent thereof added thereto to defray the cost of making such spread, and shall be collected in the same manner as the city taxes.~~

c) ~~Except as otherwise provided by law, all unpaid charges for utility services which constitute a lien upon the premises to which they are supplied or furnished and which have remained unpaid for a period of time established by resolution of the City Council shall be reported to the Council by the City Treasurer at such time or times as determined by resolution. The Council shall order the publication in a newspaper of general circulation in the city of notice that all such unpaid utility charges not paid by the deadline established by resolution will be spread upon the city's tax roll against the premises to which such utility services were supplied or furnished. Such charges shall then be charged upon the city's tax roll, with a surcharge of ten percent (10%) thereof added to defray the cost of making such charge, and shall be collected in the same manner as city taxes. The City Council may, by resolution, provide for the placement of such charges on the tax roll at least once per year but no more than twice per year.~~

SECOND: The purpose of the proposed Charter amendment (as it will appear on the ballot) shall be designated as follows:

**To allow the City of Owosso to discontinue shutting off water service for nonpayment, shall Chapter 15, Section 4 of the Owosso City Charter be amended to permit the City Council, by resolution, to place unpaid water bills on the property tax roll at least once per year but not more than twice per year?**

THIRD: The full text of the proposed Charter amendment and, where relevant, the existing provisions of the Charter to be altered or abrogated, shall be published in full, as required by statute.

FOURTH: The City Clerk is authorized and directed to transmit a certified copy of this Resolution — along with the full text of the proposed amendment — to the Governor of the State of Michigan (and the Attorney General if required by law) for review and approval as required by statute.

FIFTH: The proposed Charter amendment is to be submitted to the qualified electors of the City at the next regular election to be held on August 4, 2026. The City Clerk is directed to take all necessary and lawful actions to provide for the submission of the Charter amendment to the electors, including giving notice, publishing required material, and preparing ballots or voting machine language as required.

SIXTH: If adopted by a majority vote of those voting on the proposition, the Charter amendment shall become effective in accordance with law and the Charter's provisions.

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

### **CITIZEN COMMENTS**

None.

### **COUNCIL COMMENTS**

None.

### **COMMUNICATIONS**

Tanya S. Buckelew, Planning & Building Director. December 2025 Building Department Report.  
Tanya S. Buckelew, Planning & Building Director. December 2025 Code Violations Report.  
Tanya S. Buckelew, Planning & Building Director. December 2025 Inspections Report.  
Tanya S. Buckelew, Planning & Building Director. December 2025 Rental Report.  
Tanya S. Buckelew, Planning & Building Director. December 2025 Certificates Issued Report.  
Kevin D. Lenkart, Public Safety Director. December 2025 Police Report.  
Kevin D. Lenkart, Public Safety Director. Year end 2025 Police Statistics.  
Kevin D. Lenkart, Public Safety Director. December 2025 Fire Report.  
Downtown Development Authority. Minutes of January 7, 2026.  
Osceola Historical Commission. Minutes of January 12, 2026.

### **NEXT MEETING**

Monday, February 02, 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  
Historical Commission – term expires 12-31-2026  
Zoning Board of Appeals – Alternate – term expires June 30, 2027  
Zoning Board of Appeals – Alternate – term expires June 30, 2028

### **ADJOURNMENT**

Motion by Councilmember Owens for adjournment at 7:11 p.m.

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

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Robert J. Teich, Jr., Mayor

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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.