

CITY OF LOWELL
MICHIGAN
CITY COUNCIL
AGENDA

FOR THE REGULAR MEETING OF THE LOWELL CITY COUNCIL

TUESDAY, JULY 5, 2011, 7:30 P.M.

AT
LOWELL CITY HALL
CITY COUNCIL CHAMBERS
SECOND FLOOR
301 EAST MAIN STREET

SWEARING IN OF NEW CITY MANAGER MARK A. HOWE

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE, ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF THE REGULAR MINUTES OF THE JUNE 20, 2011 MEETING
4. APPROVAL OF ACCOUNTS PAYABLE
5. CITIZENS' COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS
7. DESIGNATION OF MARK HOWE AS SIGNATORY FOR BANK ACCOUNTS
8. ZONING BOARD OF APPEALS
 - A. 218 SOUTH WASHINGTON – JICE PHARMACEUTICALS – VARIANCES RELATED TO BUILDING ADDITIONS – SET PUBLIC HEARING (8/1)
9. EXTENSION OF HUNT STREET WATER MAIN – REVIEW PROPOSED SPECIAL ASSESSMENT
10. COUNCIL REPORTS AND COMMENTS
11. CITY MANAGER'S REPORT
12. APPOINTMENTS
13. ADJOURNMENT

NOTE: Any person who wishes to speak on an item included on the printed meeting agenda may do so. Speakers will be recognized by the Chair, at which time they will be required to state their name and will be allowed five (5) minutes maximum to address the Council. A speaker representing a subdivision association or group will be allowed ten (10) minutes to address the Council.

To: Mayor Hodges and the Members of the City Council

From: David M. Pasquale
Mark Howe

SUBJECT: Agenda for **TUESDAY**, July 5, 2011 Meeting

SWEARING IN OF NEW CITY MANAGER MARK A. HOWE

1. Call to order, pledge of allegiance, roll call.
2. Approval of the Agenda.
3. Approval of the regular minutes of the June 20, 2011 meeting.
4. Approval of the Accounts Payable
5. Citizens' comments for items not on the agenda.
6. Old Business
 - a. Streets, sidewalks plan. The Council adopted the sidewalks improvements ordinance upon sale of property at the May 2 meeting. The Council also lifted the moratorium requirement sidewalk improvements at their March 21 meeting.
 - b. Wastewater Treatment update – To schedule door to door surveys to determine where sump pumps are located, certified mail has been sent to a list of residents who the City knows are pumping ground water. Ads in the Ledger, Buyers Guide, Cable TV and City web site will be provided. Four residential meters to monitor flow have been established. A full report will be provided by the engineering firm of Hubbell Roth and Clark, Inc.
 - c. East Riverbank renovations – A Parks and Recreation Master Plan update was completed and approved by the State to qualify for grant assistance. A survey delineating ownership has also been finished. A design charette (getting citizen input) for riverbank improvements was successfully carried out by Design Plus, Inc. on Thursday, January 13. At the Downtown Development Authority meeting of February 17, the Boardmembers recommended purchase of the amphitheater property from Lowell Area Schools for \$25,000. Also, the amphitheater riverfront design was approved along with an allocation of \$50,000 toward the project. At its January 11, 2011 meeting, the Lowell Area Community Fund provided \$50,000 in addition to this task. The Council, at its February 22 meeting approved the purchase of Lowell Area Schools property within the amphitheater area at a cost of \$25,000 as recommended by the DDA.

An application for the Michigan Department of Natural Resources Trust Fund grant of \$300,000 has been submitted to the State. A LCTV Endowment Fund grant application of \$50,000 was recommended by the LCTV Board for allocations and approved by the City Council. A site visit from a DNR staff representative was held on Tuesday, June 28.
 - d. Consumers Energy – sidewalk report – DPW Director DesJarden has contacted Consumers involving necessary sidewalk repairs and is awaiting a response.

7. Designation of Mark Howe as signatory for bank accounts. With the retirement of City Manager Dave Pasquale and appointment of the position to Mark Howe effective July 1, the Council needs to designate Mark as a signatory for bank accounts of the City.

8. ZONING BOARD OF APPEALS

A. 218 South Washington – Jice Pharmaceuticals – variances related to building additions – set public hearing (8/1). Jice Pharmaceuticals has submitted plans to add on to the existing office and manufacturing areas on South Washington Street while proposing a 60' x 100' metal building.

An initial review was provided by the Planning Commission at its June 27, 2011 meeting. Jay Kilpatrick and Brian Wegener of Williams & Works, in their memorandum to the Commission of June 21, noted the following variances:

- expansion of a nonconforming building in terms of front and side setbacks
- distance from residential lot line (currently 18 feet to 4 feet) is insufficient where 50 feet is required
- the maximum lot coverage is 60% appears to be exceeded with parking lot improvements

The Planning Commission will provide consideration of the site plan at its July 25, 2011 meeting. A recommendation on the variances will be submitted.

The ZBA is requested to set a public hearing for the August 1, meeting.

9. Extension of Hunt Street water main – review proposed special assessment. At the request of a property owner, a six inch water main extension of approximately 275 feet has been requested. As noted in the attached letter of June 14, 2011, Dave Austin of Williams & Works estimates a cost of \$37,000 which provides 275 feet of six inch D.I. pipe, three new water services and a new hydrant

City staff has proposed a special assessment district where property owners would be assessed upon connection with the Water Fund absorbing the initial cost.

The project is submitted for discussion and direction.

10. Council Reports and Comments.

Andrew Schrauben Lowell Airport Board
Parks and Recreation Commission
Lowell Area Recreation Authority

Maryalene LaPonsie Planning Commission
Zoning Board of Appeals
Lowell Area Fire and Emergency Services Authority

Jeff Altoft Board of Review
Downtown Development Authority

Sharon Ellison Arbor Board
LCTV Endowment Board

Jim Hodges

Lowell Light and Power
Chamber of Commerce Board of Directors
Look Memorial Fund

Commissions without
Representatives:

Downtown Historic District Commission
Construction Board of Appeals
Building Authority
Local Officers Compensation Commission

11. City Manager's Report. Attached.

12. Appointments. The following boards or commissioners positions need appointment or reappointment.

Board of Review

Alternate Position

appointment

Terms Expires

13. Adjournment.