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MEMORANDUM

TO: City Council
FROM: Mark Howe, City Manager
RE: Council Agenda for Monday, September 19, 2011

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE, ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF THE REGULAR MINUTES OF THE SEPTEMBER 6, 2011 MEETING
4. APPROVAL OF ACCOUNTS PAYABLE
5. CITIZENS' COMMENTS FOR ITEMS NOT ON THE AGENDA
6. PENDING COUNCIL PROJECTS REPORT

The report on Pending Council Projects is attached for your review.

7. AWARD CONTRACT FOR HYDRO DESIGNS

The Michigan DEQ requires that municipal systems have a Cross Connection Control Program which requires all customer accounts deemed to have a high hazard to be inspected to ensure there are no cross connections in the system. We have typically contracted with Hydro Designs to conduct these inspections on behalf of the city and Water Distribution Supervisor Bob Robinson has secured a proposed contract. I recommend that the Lowell City Council approve a three-year agreement with Hydro Designs, Inc., for an amount not to exceed \$10,380 annually.

8. AWARD CONTRACT FOR CITY OF LOWELL WELL #3 REHAB BID

City Well #3 is in need of repair and cleaning. Water Treatment Superintendent Brian Van Veelen has obtained three bids from qualified vendors to perform the work that is needed.

The low bidder did not submit a bid bond as required and does not follow a cleaning process that meets city standards. The next low bid is \$357 higher but is from a company that submitted the required bid bond and follows a cleaning process that meets city standards. I recommend that the Lowell City Council award the bid for repair of City Well #3 to Layne Christensen Company for an amount not to exceed \$21,779.

9. ADOPT CITY MANAGER GOALS

We have been going through the process of establishing City Manager Goals for the current fiscal year and also adding benchmarks to each of these goals. Based on our discussion, I recommend that the Lowell City Council adopt the 2011-12 City Manager Goals as presented.

10. MONTHLY REPORTS

Reports from each of the departments are included for your review.

11. COUNCIL REPORTS AND COMMENTS

12. CITY MANAGER'S REPORT

13. APPOINTMENTS

14. ADJOURNMENT

CITY OF LOWELL
MICHIGAN
CITY COUNCIL
AGENDA

FOR THE REGULAR MEETING OF THE LOWELL CITY COUNCIL
MONDAY, SEPTEMBER 19, 2011, 7:30 P.M.

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

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8. AWARD CONTRACT FOR CITY OF LOWELL WELL #3 REHAB BID
9. ADOPT CITY MANAGER GOALS
10. MONTHLY REPORTS
11. COUNCIL REPORTS AND COMMENTS
12. CITY MANAGER'S REPORT
13. APPOINTMENTS
14. 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.