

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
MONDAY, APRIL 2, 2012**

1. **CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL**

The Meeting was called to order at 7:00 p.m. by Mayor Hodges and City Clerk Morlock called the roll.

Present: Councilmembers Jim Hall, Andrew Schrauben and Mayor Jim Hodges.

Absent: Councilmember Jim Valentine and Mayor Pro Tem Sharon Ellison.

Also Present: City Manager Mark Howe, City Clerk Betty Morlock, Police Chief Barry Getzen and DPW Director Dan DesJarden.

2. **APPROVAL OF THE AGENDA.**

IT WAS MOVED BY SCHRAUBEN and seconded by HALL to approve the agenda as presented.

YEA: 3. NAY: 0. ABSENT: 2. MOTION CARRIED.

3. **APPROVAL OF THE MINUTES**

IT WAS MOVED BY SCHRAUBEN and seconded by HALL to approve the regular minutes of the March 19, 2012 meeting as presented.

YEA: 3. NAY: 0. ABSENT: 2. MOTION CARRIED.

4. **APPROVAL OF THE ACCOUNTS PAYABLES.**

IT WAS MOVED BY HALL and seconded by SCHRAUBEN that the bills and accounts payables be allowed and the warrants issued.

YEA: Councilmembers Hall, Schrauben and Mayor Hodges.

NAY: None. ABSENT: 2. MOTION CARRIED.

**BILLS AND ACCOUNTS PAYABLE (04/02/12)**

GENERAL FUND	\$37,899.66
MAJOR STREET FUND	797.99
LOCAL STREET FUND	2,889.18
DDA FUND	9,757.50
AIRPORT FUND	23.66
WASTEWATER FUND	38,786.32
WATER FUND	4,592.04
DDA PROCESSING	1,261.14
EQUIPMENT FUND	200.38

5. **CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.** None.

6. **OLD BUSINESS**

- A. **PENDING COUNCIL PROJECTS UPDATE.** City Manager Howe will be preparing grant requests in the coming weeks based on the plan that was previously submitted by Council.

7. **NEW BUSINESS**

- a. **STREET SWEEPING BIDS.** The City received bids for street sweeping for the 2012 calendar year. The low bid was from Tri-Us Services, Inc. Department of Public Works Director Dan DesJarden has contacted references and has received positive feedback. We requested separate bids for three, four and five sweeps per year. Based on prior experience, we are recommending three sweeps for the current year.

IT WAS MOVED BY SCHRAUBEN and seconded by HALL to accept the bid from Tri-Us Services, Inc., for street sweeping and authorize the City Manager to enter into an agreement for three sweeps for the 2012 calendar year at a cost of \$12,478.74.

YEA: 3. NAY: 0. ABSENT: 2. MOTION CARRIED.

- b. **ARBOR BOARD COMPREHENSIVE TREE PLAN 2012-13.** The Code of Ordinances requires the Arbor Board to develop and update annually a written plan for the care and preservation of trees in public parks and rights-of-way. The plan is to be presented in April of each year and once approved by the City Council constitutes the Official Comprehensive Tree Plan for the city. The Arbor Board has met several times and has adopted a plan for Council consideration. Recognition should be given to former Arbor Board member, and current councilmember Jim Hall, for drafting the plan that is being presented to you.

IT WAS MOVED BY SCHRAUBEN and seconded by HALL to approve the Official Comprehensive Tree Plan 2012-13 as presented by the Arbor Board.

YEA: 3. NAY; 0. ABSENT: 2. MOTION CARRIED.

- c. **SOUTH MONROE PARKING RESOLUTION.** Mayor Hodges noted his wife works for King Milling and he abstained from the discussion and left the room at 7:12 p.m. The meeting was turned over to Councilmember Schrauben.

The Downtown Development Authority has approved the purchase of property off South Monroe Street that will be used to develop additional parking in the downtown area. In addition, a lease agreement for adjacent property owned by King Milling has been developed and approved by King Milling. The resolution as presented accepts conveyance of the purchased property to the City of Lowell and authorizes execution of the lease with King Milling.

IT WAS MOVED BY HALL and seconded by SCHRAUBEN to adopt the resolution accepting conveyance of property to the city and approving and authorizing execution of a lease agreement with King Milling Company.

YEA: Councilmembers Hall and Schrauben. NAY: 0. ABSTAIN: 1. (Hodges).

ABSENT: 2. MOTION CARRIED.

City Manager Howe noted he contacted City Attorney Richard Wendt regarding what constitutes a majority of members and was informed that it is the majority of members present at the meeting.

Mayor Hodges returned to the meeting at 7:21 p.m.

- d. **THE RIGHT PLACE RESOLUTION.** The City Council had previously committed to \$2,000 per year for five years to The Right Place in exchange for economic development services. The first payment was made in 2011. Our auditors stated as part of the 2010-11 audit that we could only appropriate money to The Right Place in exchange for services. The attached resolution more clearly defines the role of The Right Place in providing services to the City of Lowell.

IT WAS MOVED BY SCHRAUBEN and seconded by HALL to adopt the resolution to approve and confirm pledge of payments to The Right Place, a non-profit economic development organization, in consideration of economic development services and other value and benefits to be received by the city.

YEA: Councilmembers Hall, Schrauben and Mayor Hodges. NAY: 0.

ABSENT: 2. MOTION CARRIED.

- e. **BOY SCOUT STORAGE BUILDING PROPOSAL.** Todd Radashaw, Boy Scout Troop Leader, presented a proposal to construct a storage building on the property leased by the Boy Scouts from the City.

No action was taken.

## 8. **COUNCIL COMMENTS.**

Councilmember Schrauben stated the Airport Board will meet tomorrow, April 3, 2012. He also noted Todd Radashaw was at the Parks and Recreation meeting on March 30, 2012 regarding the construction of a storage building by the Boy Scout Cabin. The Parks and Recreation Commission also discussed park use agreements. The Lowell Area Recreation Authority did not have a meeting but did have a booth at the Expo, which was very successful.

Councilmember Hall said the Planning Commission reviewed and approved a Special Use request for 216 West Main Street. The Lowell Historic District Commission also met and reviewed signage for 317 East Main Street and discussed ways to help property owners to improve their buildings.

Mayor Hodges stated the Light and Power Board and the Chamber of Commerce Board of Directors will be meeting next week. Hodges reported that the Expo as well as the Lowell Area Fire Department Pancake Breakfast was very successful and the Girls Night Out will be on Thursday, April 19<sup>th</sup>.

9. **CITY MANAGER'S REPORT.**

1. In the coming weeks I will be preparing and submitting for the following grant requests:
  - Sidewalk Replacement Program, \$55,000, LACF; \$49,000, LCTV
    - We have submitted for \$28,000 in CDBG funds.
  - Electronic Public Records, \$5,000, LCTV; \$2,500, Look Memorial Fund
    - We have been approved for \$12,500 from the LACF
  - City Facilities Wireless Network, \$20,000, LACF; \$10,000, LCTV
  - City Tree Program, \$10,000, LCTV; \$2,500, Look Memorial Fund
    - We have been approved for \$15,000 from the LACF
  - Birch Field Handicap Accessibility, \$10,000, LCTV
2. We have the data from Pinky McPherson following our most recent strategic planning session. I am putting together summary information that will be the basis for discussion on a draft strategic plan.
3. We expect to have responses in another week to our request for proposals for a consultant to assist us in creating a community vision. This is the collaborative project being spearheaded by the city, townships, school district and chamber.
4. King Milling Company has submitted a site plan for Phase II of their expansion project. There will be two variance requests for consideration by the Zoning Board of Appeals. This has been scheduled for a public hearing at the April 16 council meeting.

10. **APPOINTMENTS.** No appointments were made.

IT WAS MOVED BY SCHRAUBEN to adjourn at 7:45 p.m.

DATE:

APPROVED:

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James W. Hodges, Mayor

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Betty R. Morlock, City Clerk