

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
MONDAY, JULY 7, 2014, 7:00 P.M.**

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

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

Present: Councilmembers Jeff Altoft, Jim Hall, Sharon Ellison, Chris Schwab and Mayor Jim Hodges.

Absent: None.

Also Present: City Manager Mark Howe, Deputy City Clerk Susan Ullery, Police Sergeant Chris Hurst and DPW Director Dan DesJarden.

2. **APPROVAL OF THE AGENDA.**

IT WAS MOVED BY ELLISON and seconded by HALL to approve the agenda as written.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

3. **APPROVAL OF MINUTES OF THE PREVIOUS MEETING(S).**

IT WAS MOVED BY ELLISON and seconded by SCHWAB to approve the regular minutes of the June 16, 2014 meeting as written.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

IT WAS MOVED BY ELLISON and seconded by HALL to approve the special meeting minutes of the June 30, 2014 meeting as written.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

4. **APPROVAL OF THE ACCOUNTS PAYABLE.**

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

YES: Councilmembers Altoft, Hall, Ellison, Schwab and Mayor Hodges.

NO: 0. ABSENT: None. MOTION CARRIED.

**BILLS AND ACCOUNTS PAYABLE (07/07/2014)**

General Fund	\$30,601.02
Major Streets Fund	22,870.55
Local Streets Fund	12.61
Downtown Development	516.30

Designated Contr.	10,889.87
Airport Fund	3,898.01
Wastewater Fund	37,230.59
Water Fund	9,884.65
Cable TV Fund	6,600.00
Data Processing	1,548.57
Equipment Fund	609.20
Current Tax	252.13

5. **CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.**

No comments were received.

6. **OLD BUSINESS.**

- A. Strategic Plan Update. An updated report was provided. City Manager Mark Howe stated a new kayak launch has been installed. He also noted a Valley Vista clean-up project has been organized by Chief Bukala.

DPW Director Dan DesJarden and Wastewater Treatment Plant Superintendent Mark Mundt met with Prein & Newhof for a preliminary discussion regarding upgrading the equipment at the lift station and whether or not it would be more cost effective to move the lift station and replace the force main between the lift station and the wastewater treatment plant. Prein & Newhof will be working on a more definite analysis following their input to be presented at a future meeting. If we move forward, this will likely be a major project which could require bonding.

Howe referred to the community clean-up project which was held on June 28. A second one is tentatively scheduled for July 29.

With regards to the Rental Rehabilitation Program, the City was recently informed by Kent County that the end of our three-year cycle is in 2015, even though the Department of Housing and Urban Development required us to notify them of our intent to terminate our participation in the Urban County Program by May of this year.

Stakeholder meetings have been set for July 15 and August 26 regarding the Downtown Development Plan.

The final plan was presented to the Council at its June 16, 2014 council meeting regarding the Riverwalk/Stage/Showboat Plan. This project is complete.

- B. Resolution placing Amendment to Section 13.3 (A) of Chapter 13 of the City Charter before the voters at the November 4, 2014, General Election. Last year city voters rejected a proposed change to the city charter that would allow the council to amend Section 13.3 (A) of the Charter which would have allowed contracts for the sale or lease of property beyond ten years to be approved by the Council. It seemed the main reason for the rejection involved the issue of the sale of the property. As this section of the charter was reviewed, it was noted it does not have anything to do with the sale of the property. There is a separate section in the charter that refers to the sale of property.

Resolution 10-14 is asking whether or not the voters would approve allowing the Council to approve the lease of real estate for contracts that are beyond 10 years but not for a term exceeding 50 years. Resolution 13-14 would still allow council approval of the lease of real estate up to 50 years, but would require a super-majority, or four of five members, to approve a lease between 10 and 50 years.

IT WAS MOVED BY HALL and seconded by ELLISON to adopt Resolution 13-14.

YES: Councilmembers Ellison, Hall and Mayor Hodges.

NO: Councilmembers Altoft and Schwab. ABSENT: None.

MOTION DECLARED DEFEATED.

## 7. **NEW BUSINESS**

### A. Lowell Light and Power Board Meeting Dates for Fiscal Year 2014-2015.

Meeting dates were presented to the Council for approval.

IT WAS MOVED BY ELLISON and seconded by HALL to approve the Lowell Light and Power meeting dates for the 2014-2015 fiscal year.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

## 8. **COUNCIL COMMENTS**. Mayor Hodges read a letter into record announcing the resignation of Councilmember Schwab as of July 8, 2014. Hodges stated he appreciates all Schwab has done.

Hodges also noted Lowell Light and Power, the Chamber of Commerce Board and Look Memorial Committee have not met since the last meeting. He reminded everyone the Riverwalk Festival begins July 11, 2014.

Councilmember Schwab thanked everyone for giving him the chance to serve on the City Council. He mentioned Hall would be taking over the skateboard park concerns. Schwab wished everyone the best.

Councilmember Hall enjoyed serving with both Chris and Rachel Schwab. He noted there is an opening on the Planning Commission.

Councilmember Altoft noted his boards have not met since the last meeting. He stated the fireworks show along the river on the 4<sup>th</sup> of July was very nice. Altoft wished Schwab the best as well.

Councilmember Ellison stated the Historic District Commission met and discussed signage issues and extended a project for an individual. Ellison wished Chris and Rachel Schwab the best. Both will missed.

## 9. **MANAGER'S REPORT**

1. We held a meeting with all the stakeholders on the wireless project to connect city buildings. We may have to make some changes to the equipment that we are installing but it looks like we are going to be

able to keep moving forward. In addition, we were able to locate an old Nextel building to replace the current building which is larger and rodent-proof.

2. We have secured bids and are looking at a new carrier for our employee life insurance as well as short-term and long-term disability insurance. We should save approximately \$3,000 for the same coverage.
3. We will have several contractors submitting bids to repair and replace the trim work on city hall, mostly on the west side.
4. The handicap accessibility path has been installed at Creekside Park.
5. Vergennes Township provided a public notice to the City which involves the new bed and breakfast located in their township. A variance is being requested.
6. Airport Manager Jim Sowle submitted his letter of resignation effective October 1, 2014.
7. We received an amendment to the grant agreement with the State for reimbursement of the flood. The State has approved matching half of our 25 percent or 12.5 percent of the total cost of reimbursement.
8. A sidewalk inspection list was provided.
9. Councilmember Schwab has been a delight to work for. He has brought great discussion forward. It has been an honor working with him and his wife, Rachel Schwab, who served on the Planning Commission. Both will be missed.

10. **APPOINTMENTS.**

Mayor Hodges proposed Cliff Yankovich be appointed to the Downtown Development Authority.

IT WAS MOVED BY ELLISON and seconded by HALL to concur with the appointment of Cliff Yankovich to the Downtown Development Authority.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

Historic District Commission  
Vacancy –

01/01/2017

Planning Commission  
Vacancy –

06/30/2016

Applications will be accepted for the City Council position until noon on July 25, 2014.

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

DATE:

APPROVED:

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James W. Hodges, Mayor

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Susan S. Ullery, Deputy City Clerk