

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, AUGUST 18, 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, Ellison, Jim Hall, Matt Mayer and Mayor Jim Hodges.

Absent: None.

Also Present: City Manager Mark Howe, Deputy City Clerk Susan Ullery, Chief of Police Steve Bukala, DPW Director Dan Desjarden and Lowell Light and Power General Manager Greg Pierce

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 HALL to approve the regular minutes of the August 4, 2014 meeting as written.

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

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

Councilmember Ellison noted the final payment for the kayak launch has been made.

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

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

NO: 0. ABSENT: 0. MOTION CARRIED.

BILLS AND ACCOUNTS PAYABLE (08/18/2014)

General Fund	\$107,972.37
Major Streets Fund	3,421.94
Local Streets Fund	3,284.98
Downtown Development	4,451.49
Riverfront Development	27,554.00
Airport Fund	1,474.18
Wastewater Fund	46,606.75

Water Fund	10,670.98
Data Processing	2,020.00
Equipment Fund	385.85
Current Tax Collection	142,826.74

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

Vergennes Township resident, Scott Fitzpatrick explained he and several others are part of a vintage baseball team. Every year, during the Fallasburg Festival, a baseball tournament is held. The games will begin at 10:00 a.m. on September 20, 2014, and run all day. Fitzpatrick requested Mayor Hodges to act as an honorary umpire for one of the games. Hodges was honored to do so.

6. **OLD BUSINESS.**

- A. **Strategic Plan Update.** An updated report was provided. City Manager Mark Howe commented on the Pilot Leaf Disposal Project. There are a number of reporting requirements involved with this activity. In addition, the location must be 50 feet from the property line, 200 feet from a residence, 100 feet from a body of surface water, 2,000 feet from a Type I or IIA water well, 800 feet from a Type IIB or Type II water well, 500 feet from a church, hospital, nursing home, licensed day care or school, 4 feet above the groundwater and outside the 100 year flood plain. This is an issue that will be added to a future workshop meeting.

The second stakeholder meeting is scheduled for August 26, 2014 regarding the Downtown Development Plan.

Councilmember Altoft asked if the lime disposal was completed. Howe stated discussion is being held with the contractor as well as future discussion with the DEQ.

Altoft requested underground conduit be discussed. The rules state underground primary shall be 36" from the final grade. Anytime someone is working within a right of way, a permit should be pulled and inspected. Altoft believed this particular area needs to be addressed now. Such inspections should be completed by Lowell Light and Power. Lowell Light and Power General Manager Greg Pierce stated they are working with City Attorney Richard Wendt to develop a liability form to give to contractors after an inspection is completed.

7. **NEW BUSINESS**

- A. **Resolution 14-14 Proclaiming Friday, September 5th, 2014 as Pink Arrow Pride Day – Arrow Force VII in the City of Lowell.**

For the seventh straight year, the Lowell High School football team, the girls outdoor volleyball team and the boys soccer team have initiated the cancer awareness and fund raising event called Pink Arrow Pride Day to be held on Friday, September 5th, 2014. The players will wear pink jerseys in games being held that day. Funds are being raised for Gilda's Club of Lowell and Lowell Community Wellness for Pink Arrow Family Support.

Perry Beachum of 924 Riverside Drive thanked the council and community for their support. Every shirt purchased supports those in the Lowell community.

IT WAS MOVED BY ELLISON and seconded ALTOFT to adopt Resolution 14-14 proclaiming Friday, September 5th, 2014 as Pink Arrow Pride Day – Arrow Force VII in the City of Lowell.

YES: Councilmember Altoft, Ellison, Hall, Mayer and Mayor Hodges.

NO: None. ABSENT: None. MOTION CARRIED.

B. Resolution 15-14 Proclaiming Friday, September 19, 2014 as Prisoner of War/Missing in Action Recognition Day.

The Michael J. Bost Chapter 18 of the Vietnam Veterans of America will observe Prisoner of War/Missing in Action Recognition Day on Friday, September 19, 2014. A brief ceremony will be held at 2:00 p.m. in the chapel of the Michigan Home for Veterans in Grand Rapids.

IT WAS MOVED BY HALL and seconded by MAYER to adopt Resolution 15-14 proclaiming Friday, September 19, 2014 as Prisoner of War/Missing in Action Recognition Day.

YES: Councilmember Altoft, Ellison, Hall, Mayer and Mayor Hodges.

NO: None. ABSENT: None. MOTION CARRIED.

c. Special Event – Heifer International “Live, Love, Livestock” September 27, 2014.

Jane Vierzen, representing Heifer International, has requested a Special Event Permit for September 27, 2014. A memo from Police Chief Steve Bukala outlining the request is attached.

IT WAS MOVED BY ELLISON and seconded by MAYER to approve the Special Event Permit for Heifer International to use the Foreman building at Recreation Park to hold a fund raising event on September 27, 2014 provided that contingencies outlined in the Police Chief’s August 13, 2014 memo to the City Manager is met.

YES: Councilmember Altoft, Ellison, Mayer and Mayor Hodges.

NO: Councilmember Hall ABSENT: 0. MOTION CARRIED.

8. **MONTHLY REPORTS.** City Manager Howe stated at the last meeting a question was raised regarding the amount of money spent on streets on a monthly basis. This information can be found in the monthly financial reports under Major and Local Street Funds.

9. **COUNCIL COMMENTS.**

Councilmember Mayer stated he was happy to be serving on the City Council.

Councilmember Altoft stated the Airport Board met last week. Discussion was held regarding a new Airport Manager. Altoft thanked Howe for getting many of the sidewalks fixed. Altoft wanted to review changing the way the Councilmembers address each other during a meeting. He wanted to consider the idea of being able to address one another unless the mayor believes one is being hostile.

Councilmember Hall stated the Planning Commission reviewed Mixed Use Zoning. Hall wanted to clarify, he voted against Heifer International Special Event because he does not agree with some of the groups they support.

Councilmember Ellison stated the Arbor Board met on August 11, 2014 and discussed the fall plantings.

Mayor Hodges stated the Lowell Light and Power Board toured the new bio-digester as it is under construction. They expect to be making electricity sometime after the first of the year. The Chamber of Commerce Board of Directors met last week. Things are gearing up for the Fall Harvest Festival and Christmas through Lowell. The Riverwalk Festival was a very successful event and things are going very well with the Chamber of Commerce and new boardmembers. Hodges was pleased to be invited to participate in the Fallasburg baseball program.

10. **MANAGER'S REPORT**

1. The Downtown Development Plan continues to move forward. A second stakeholder meeting is set for August 26 at 7 p.m. in the council chambers at city hall. The consultants have collected comments and input from the first stakeholders meeting which are being used to create recommendations for downtown improvements. This second stakeholder meeting may involve a walking tour (weather permitting).
2. The Michigan DEQ issued its 2014 Water System Sanitary Survey to the City of Lowell with ten recommendations for improvement to operation of the water system. Three of those ten recommendations were deemed to be deficiencies that must be addressed to comply with Act 399. The deficiencies are:
 - Completing a Water Reliability Study
 - Adjusting the frequency of chlorine residual measurements in the distribution system
 - Requiring residential customers to test backflow preventers

We are preparing a response to the DEQ that outlines our plan and schedule to address the deficiencies and recommendations.

3. We are making preparations for the annual audit which will be conducted in the coming weeks.
4. We conducted a traffic count study for Monroe, Jefferson and Fremont Streets for a one-week period in July. The average daily count for Monroe was 2,250; Jefferson was 650; and Fremont was 250.

11. **APPOINTMENTS.**

IT WAS MOVED BY ELLISON and seconded by HALL to appoint Ardis Barber to the Historic District Commission with a term expiring January 1, 2017.

Mayor Hodges stated there are two openings on the Planning Commission. He hoped to have recommendations for the September 2, 2014 meeting.

IT WAS MOVED BY ELLISON to adjourn at 7:47 p.m.

DATE:

APPROVED:

James W. Hodges, Mayor

Susan S. Ullery, Deputy City Clerk