

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, AUGUST 17, 2015, 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 City Clerk Susan Ullery.

Present: Councilmembers Jeff Altoft, Sharon Ellison, Jim Hall, Matt Mayer and Mayor Jim Hodges.

Absent: None.

Also Present: City Manager Mark Howe, City Clerk Susan Ullery, Police Chief Steve Bukala and Interim DPW Director Ron Woods.

2. **APPROVAL OF THE AGENDA.**

IT WAS MOVED BY ELLISON and seconded by MAYER to approve the agenda as presented.

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

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

IT WAS MOVED BY HALL and seconded by ELLISON to approve the regular minutes of the August 3, 2015 meeting as presented.

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

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

IT WAS MOVED BY ELLISON and seconded by HALL to approve the accounts payable as presented.

YES: Councilmembers Altoft, Hall, Ellison, Mayer and Mayor Hodges. NO: None.

ABSENT: None. MOTION CARRIED.

BILLS AND ACCOUNTS PAYABLE (08/17/2015)

General Fund	\$114,046.15
Major Street Fund	\$50.74
Local Street Fund	\$10.78
Downtown Development Fund	\$779.89
Airport Fund	21.78
Wastewater Fund	\$43,274.61
Water Fund	\$1,929.05
Data Processing Fund	\$2,112.00
Equipment Fund	\$2,526.69
Current Tax Collected	\$127,043.07

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

Susan Hanline thanked Mayor Hodges and the City of Lowell for hosting the Alpen Horn Retreat. The concert that was held at the Showboat/Riverwalk was on July 25, 2015. Many positive comments have been received.

6. **OLD BUSINESS.**

- a. Strategic Goals Report. City Manager Howe stated he recently attended a meeting LARA arranged with MDOT and the DNR to review its recommended route to connect the Fred Meijer River Valley Rail Tails through the City of Lowell. A joint meeting with the Parks Commission may be upcoming.
- b. Pending Council Projects Report. No further updates were provided.

7. **NEW BUSINESS**

- a. Resolution Proclaiming, Friday, September 11, 2015 as Pink Arrow Pride Day – Arrow Force VIII.
For the eighth straight year the Lowell High School sports teams have initiated the cancer awareness and fund raising event called Pink Arrow Pride Day to be held on Friday, September 11th, 2015. 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.

IT WAS MOVED BY HALL and seconded by ELLISON to adopt Resolution 12-15 proclaiming Friday, September 11, 2015 as Pink Arrow Pride Day – Arrow Force VIII in the City of Lowell.

YES: Councilmember Altoft, Ellison, Hall, Mayer and Mayor Hodges. NO: None.

ABSENT: None. MOTION CARRIED.

- b. Resolution Proclaiming Friday, September 18, 2015 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 18, 2015. A brief ceremony will be held at 2:00 p.m. in the chapel of the Michigan Home for Veterans in Grand Rapids.

The attached resolution proclaiming Prisoner of War/Missing in Action Day will be presented by Mayor Hodges during the above mentioned ceremony.

IT WAS MOVED BY MAYER and seconded by ALTOFT to adopt Resolution 13-15 proclaiming Friday, September 18, 2015 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. Cell Tower Moratorium Resolution

The Planning Commission is in the process of reviewing changes to the zoning ordinance relating to wireless communication towers. In the meantime, the City is in the process of removing the downtown tower as part of the downtown beautification efforts.

During this transition period, the city is recommending that the Council adopt a moratorium on new towers being constructed in the City to give the Planning Commission an opportunity to complete its work.

IT WAS MOVED BY ELLISON and seconded by HALL that the Lowell City Council adopt Resolution 14-15.

YES: Councilmember Altoft, Ellison, Hall, Mayer and Mayor Hodges. NO: None.

ABSENT: None. MOTION CARRIED.

d. Library Deck Project.

A deck on the northwest corner of the library was included in the stage/showboat plans that were completed more than a year ago. That process involved coordination with planners and a landscape architect and input from a number of community members and stakeholders. Several plans were discussed and narrowed to a single plan that included the deck as a feature that would overlook a water fountain to the north.

The City was approached by Rotary, first, to construct the reading garden that was included in the plans but after further review it was discovered that construction of the garden will require major changes to the parking and street. The City is not yet in a position to take on those projects. The focus then shifted to the proposed deck and a committee was formed to begin working out the details. During the course of this process it was proposed to move the deck to the west side of the building. There were some challenges in doing this as the committee wanted the deck to be as large as possible while not encroaching on a ten-foot space needed during the riverwalk festival.

A plan was formulated and brought to the City's Parks & Recreation Commission to review whether or not there was support to move the deck from the northwest corner to the west side of the building. The Commission concurred and recommended that the City Council support the project.

In the meantime, Howe requested that the committee review the altered plans with the landscape architect who was originally involved in the stage/showboat plans. Each piece of the plan (deck, water fountain, reading garden, stage, seating area, etc.) was strategically placed to fit together. One of the original purposes of the deck was to be a viewing area for the water feature. The landscape architect reviewed the proposed deck with the committee and proposed some modifications. Howe understood the committee has accepted some of these modifications and rejected some.

Councilmember Ellison stated this is just the cost for construction. Is the City responsible for the maintenance/repairs afterwards? Howe stated it is not part of the budget right now. The City would have to plan for these costs.

John Sterly explained the material used on the deck will be composite, which requires very little general maintenance. There will be one section of railing on the ramp. The only part that would require

maintenance would be the grounds around the deck. As a Rotarian, Sterly would lead the project. He hopes to have the plans completed by spring and presented to Council early summer. The only expense to the City would be to provide stamped architectural drawings, concrete sidewalk and landscaping.

IT WAS MOVED BY ELLISON and seconded by HALL to support the library deck project.

YES: Councilmember Altoft, Ellison, Hall, Mayer and Mayor Hodges. NO: None.

ABSENT: None. MOTION CARRIED.

8. **MONTHLY REPORTS.**

No comments were received.

9. **COUNCIL COMMENTS.**

Councilmember Mayer stated the Fire Authority met last week. They are looking at purchasing some new equipment and software for the trucks. The Fire Authority will purchase the airpacks. Of the \$71,000 that is needed, each municipality will be asked to provide \$20,000. The Fire Authority will pick up the remaining \$11,000. The next meeting will be held on September 14, 2015 at 3:30 p.m.

Councilmember Altoft stated the Airport Board met last week. They are preparing to have a fly in and pancake breakfast on September 20, 2015.

Councilmember Hall stated the Planning Commission discussed the cell tower ordinance. LARA discussed meeting with the Parks Commission.

Councilmember Ellison stated the Arbor Board discussed trees in the right of way and when and if these trees are taken down. The board is waiting for the next round of grants to see what is available for the fall plantings.

Mayor Hodges stated Lowell Light and Power met last week. There was discussion about them hosting the annual Michigan Municipal Electric Association Conference which will be held October 7 – 9, 2015. Councilmembers are welcome to attend. Also, the Council has been invited to attend any of the conferences concerning public power. Valerie Brader from the Governor's Task Force on Energy attended a recent Lowell Rotary Club meeting. The bio-digester continues to improve its process. Work continues on the royals royce turbines. Lowell Light and Power received a resolution from the City of Portland for helping out after the tornado hit their city. They also received recognition for working with Traverse City after their storms. The Chamber of Commerce Board of Directors met last week. They discussed the Showboat and took some leadership on some of the repair work as well as working with other groups and committees as to what the future holds. Girls Night Out will be held on October 15, 2015. Look Memorial Fund will meet in November.

10. **CITY MANAGER REPORT.**

1. The City removed the concrete block garage building in the proposed parking area behind the old Moose building. There are plans to construct temporary parking until moving forward with a full parking project in the spring. The Downtown Development Authority has authorized funding for the temporary parking as well as funding for the permanent parking. The City has plans in place for the

new parking lot as well as utility improvements that are needed in this area. Discussion was held with the business owners to discuss the plans and timeline and there was a consensus to wait until spring to complete the final project.

2. The City is considering adding a fourth street sweeping to the schedule this year given the amount of rainfall and the condition of the streets. The total cost will be about \$9,000 which would come from the Major and Local Streets Funds.
 3. Last week it was reported that Tuesday was a record day for the Kent County Youth Fair held in the City of Lowell.
 4. Reminder, there is a council workshop for Monday, August 24, at 6 p.m.
 5. Lowell Area Community Fund Grants are due August 21, 2015. The City will be submitting grants for trees, historic district, live scan and possibly additional expenses for the library deck.
 6. Howe introduced Heather Wood-Gramza as the new Executive Director for the Englehardt Public Library. Gramza thanked everyone and noted she was very excited to be here.
11. **APPOINTMENTS.** At this time all appointments are filled.

IT WAS MOVED BY ELLISON and seconded by HALL to adjourn at 7:44 p.m.

DATE:

APPROVED:

James W. Hodges, Mayor

Susan Ullery, City Clerk