

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, APRIL 4, 2016, 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 Jeff Altoft and City Treasurer Suzanne Olin called roll.

Present: Mayor Jeff Altoft, Councilmembers Mike Devore, Jim Hodges, Jeff Phillips and Alan Teelander.

Absent: None.

Also Present: Interim City Manager Dave Pasquale, City Treasurer Sue Olin, Interim DPW Director Ron Woods and Police Chief of Steve Bukala.

2. **APPROVAL OF THE AGENDA.**

IT WAS MOVED BY TEELANDER and seconded by PHILLIPS to approve the agenda as written.

YES: 5 NO: None. ABSENT: 0. MOTION CARRIED.

3. **APPROVAL OF THE MINUTES FROM THE PRECEDING REGULAR AND/OR SPECIAL MEETINGS.**

IT WAS MOVED BY DEVORE and seconded by HODGES to approve the regular minutes of the March 21, 2016 meeting as written.

YES: Mayor Altoft, Councilmember DeVore, Councilmember Hodges, Councilmember Phillips and

Councilmember Teelander NO: None. ABSENT: None. MOTION CARRIED.

IT WAS MOVED BY DEVORE and seconded by PHILLIPS to approve the worksession meeting held on March 21, 2016.

YES: Councilmember DeVore, Councilmember Hodges, Councilmember Phillips, Councilmember

Teelander and Mayor Altoft. NO: None. ABSENT: None. MOTION CARRIED.

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

Councilmember Hodges discussed the discrepancies on what to pay Attorney Henry and suggested striking the hours billed prior to January 19 and paying her \$100/hour for the hours we do pay her. Mayor Altoft disagreed and stated that she should be paid for all hours she worked for the City and at \$200/hour. Councilmember Teelander agreed with Mayor Altoft. Councilmember DeVore said that he had an issue paying her for work performed prior to January 19 as well, but that he does think she should be paid at \$200/hour.

Perry Beachum of 924 Riverside spoke about his concern with the dollar amount being paid to Ms. Henry.

Mayor Altoft explained the steps that were taken to hire Ms. Henry and stated that all councilmembers were invited to join in the conversation about the firing of Mark Howe, with the exception of Jim Hodges, and he wasn't invited because he spoke to Mark Howe too much.

Councilmember Phillips stated that he just wants to move forward with the community.

IT WAS MOVED BY TEELANDER and seconded by ALTOFT to approve the invoices of Attorney Henry in the amount of \$9,900.00.

YES: Councilmember Phillips, Councilmember Teelander and Councilmember and Mayor Altoft.

NO: Councilmember Hodges and Councilmember DeVore. ABSENT: 0. MOTION CARRIED.

<u>BILLS AND ACCOUNTS PAYABLE (04/04/2016)</u>	
General Fund	\$12,191.50
Major Street Fund	\$3,675.98
Airport Fund	\$1,500.00
Wastewater Fund	\$340.95
Water Fund	\$2,829.70
Data Processing Fund	\$716.49
Equipment Fund	\$6,339.60

IT WAS MOVED BY HODGES and seconded by DEVORE to approve the accounts payable as presented.

YES: Councilmember Phillips, Councilmember Teelander, Mayor Altoft, Councilmember DeVore,

Councilmember Hodges. NO: None. ABSENT: None. MOTION CARRIED.

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

Citizen Roger LaWarre spoke briefly to the council about what has occurred since January and hopes that going forward they will be more transparent with each other and his hopes that their recent past is not a precursor for what the future will look like.

Roger Morgan spoke about ambulance response times and asked for a letter of recommendation from Dave Pasquale for a new ambulance.

6. **OLD BUSINESS.**

a. Strategic Goals Report.

Nothing new to report.

b. Pending Council Project Report.

Nothing new to report.

c. Council Training and Information Schedule.

The Parks Department meeting is April 19 at 6:00 at City Hall and they are hoping that all council can attend.

Mayor Altoft asked Ron Woods if a plan had been set in place yet for employee training. Ron stated that it has been looked at, but a plan has not been put in motion.

d. Strategic Plan Overview.

Nothing new to report.

7. **NEW BUSINESS.**

a. Introduction of Scott Poyer – Department of Public Works Director.

Over the past several months, the search for a full time Public Works Director was undertaken. In all, eleven resumes were received and five were interviewed by a committee composed of Interim Public Works Director Ron Woods, Streets and Parks Supervisor Scott Fosburg, City Clerk Sue Ullery, City Treasurer Sue Olin, Police Chief Steve Bukala, Consulting Engineer and City resident Dave Austin and Interim City Manager Dave Pasquale.

It was the unanimous choice of the committee that Scott Poyer of Eaton Rapids be selected as Public Works Director. He has nearly 16 years as Utility Director/City Superintendent of Eaton Rapids. Poyer managed the day-to-day operations of all areas of electric distributions systems, water distribution, fleet operations, street maintenance, budget preparation and administration, union contract negotiations, IT system maintenance as well as economic development assistance for commercial and industrial customers.

Poyer has an Associate's Degree of Applied Science in Automotive Service from Ferris State in addition to a Bachelor of Science of Automotive and Heavy Equipment Technology from Ferris.

Poyer will start on Monday, April 11. Ron Woods' last day will be April 29.

Poyer is married to Kayan and has two children – Mitchell and Alyssa. He was present at the meeting for introduction.

b. Prein & Newhoff – Main and Valley Vista Lift Stations.

As mentioned previously, the main lift station needs replacement along with a gravity sanitary server connection. The cost for engineering design services by Prein & Newhoff is not to exceed \$59,000 with construction phase services not to exceed \$54,700.

The replacement of the Valley Vista Lift Station converting from a can station to a submersible lift station is proposed.

The engineering services by Prein & Newhoff are not to exceed \$39,400.

IT WAS MOVED BY HODGES and seconded by DEVORE to approve engineering services involving the replacement of the Main Lift Station and gravity Sanitary Sewer connection not to exceed \$59,000 for design and not to exceed \$54,700 for construction services and a cost not to exceed \$39,400 for services involving the replacement of the Valley Vista Lift Station Replacement from the Wastewater Fund.

YES: Mayor Altoft, Councilmember DeVore, Councilmember Hodges, Councilmember Phillips and Councilmember Teelander. NO: None. ABSENT: None. MOTION CARRIED.

c. Parking Lot, Street and Utility Improvements – Update from Williams and Works.

Williams and Works Engineer Dave Austin provided an update.

d. Rotary Agreement.

The City has had a lease agreement with the Lowell Rotary Club to use the council Chambers and small storage area usually every Wednesday between 11:00 a.m. and 2:00 p.m. This agreement has been in place for over ten years. The enclosed document extends the terms of the lease three years to June 30, 2019, paying \$75 per meeting, as it is currently.

IT WAS MOVED BY PHILLIPS and seconded by TEELANDER that the City council approve a three-year lease agreement with the Lowell Rotary Club for usage of the chambers and adjoining storage area at a cost of \$75 per meeting.

YES: Councilmember DeVore, Councilmember Hodges, Councilmember Phillips, Councilmember Teelander and Mayor Altoft. NO: None. ABSENT: None. MOTION CARRIED.

8. **BOARD/COMMISSIONS REPORTS.**

Councilmember Hodges stated the Arbor Board would be meeting on Monday at noon. Arbor Day is April 22; however, the tree planting will be held on Monday, April 25 at noon. Harvest Health Foods located at 865 West Main Street is where the tree planting ceremony will take place.

Look Memorial applications are due on 4:00 p.m. on April 29.

Councilmember Phillips stated that the Downtown Historic District Commission awarded the replacement of 17 second story windows at 221 and 223 W. Main Street to All Weather Seal. 221 and 223 W. Main will also be receiving new paint and a new roof. An extension has been given until 6/1/2016 on this project. 106 W. Main will receive structural repair and deck. The deadline for that project is 5/15/2016. 219 E. Main will receive a door replacement and that project deadline is 4/15/2016. The next meeting will be on April 26 at 6:00 p.m.

Councilmember Teelander stated that next Monday there will be a Planning Commission meeting and asked those in attendance if they had any input regarding the rezoning possibilities regarding the flood plain.

Councilmember DeVore stated that LARA will meet on April 13 at 6:00 p.m. Parks and Recreation will be on April 19 at 6:00 p.m.

Mayor Altoft stated that the next Fire Authority meeting will be held on April 11 and that they are getting close to looking at applications for a new Fire Chief.

Airport Board meeting will be on April 13 at 7:00 p.m. Larry Bower should be starting to move in by then.

He stated that he had given his Lowell Light & Power position over to Councilmember Teelander because he has too much going on right now.

9. **APPOINTMENTS TO COMMISSIONS AND BOARDS.**

None to report at this time.

10. **MANAGER'S REPORT.**

1. The Council is scheduled to have a Community Profile meeting with the Michigan Municipal League (MML) on Tuesday, April 5 from 7 – 9 p.m. On April 12, the MML will be meeting with staff during the afternoon and with community leaders during the evening.
2. The Michigan Department of Transportation has requested that I be appointed Interim Street Administrator.

IT WAS MOVED BY HODGES and seconded by DEVORE to approve that Dave Pasquale be appointed as the Interim Street Administrator.

YES: 5 NO: None. ABSENT: 0. MOTION CARRIED.

3. The Parks and Recreation Commission has requested that a joint work session be held with Council. Their next meeting is on Tuesday, April 19 at 6 p.m.

Mayor Altoft asked Interim City Manager Dave Pasquale if the money for the sidewalks had been received? Pasquale responded yes. Mayor Altoft then asked if Ron Woods was able to break that down with DDA yet? Ron responded stating that he believed all of that money had been allocated. Pasquale also stated that the sidewalks in need had already been identified. Altoft suggested looking things over to see if there was going to be any money left so other sidewalks can be added to the list.

11. **COUNCIL COMMENTS.**

Councilmember Phillips welcomed Scott and said he looks forward to working with him.

Councilmember Teelander welcomed Scott and said he also looks forward to working with him. He also mentioned that there will be a Light and Power meeting on Thursday, April 14 at 6:00 p.m. He also reminded everyone to bring in their incandescent light bulbs in exchange for LED bulbs.

Councilmember Hodges reported the Lowell Expo did really well. He also said that the Newsletter in the water bill was a good read and welcomed Pasquale again. He also reminded everyone to read the write-up about pets and to make sure you pick up after them. He welcomed Scott as well.

Councilmember DeVore welcomed Scott and thanked Ron.

Mayor Altoft welcomed Scott and thanked Ron.

12. **ADJOURNMENT.**

IT WAS MOVED BY HODGES and seconded by DEVORE to adjourn at 7:50 p.m.

DATE:

APPROVED:

Jeff Altoft, Mayor

Susan Ullery, City Clerk