

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
TUESDAY, FEBRUARY 6, 2017, 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 Mike DeVore and City Clerk Susan Ullery called roll.

Present: Councilmembers Greg Canfield, Jim Hodges, Jeff Phillips, Alan Teelander and Mayor DeVore.

Absent: None.

Also Present: City Manager Mike Burns, City Clerk Susan Ullery, Police Chief Steven Bukala and L&P General Manager Steve Donkersloot.

2. **APPROVAL OF THE CONSENT AGENDA**

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

- Approval of the Agenda.
- Approve and place on file the regular minutes of the January 17, 2017 City Council meeting and the Joint Special Meeting of January 24, 2017 City Council and the Board of Lowell Light and Power meeting.
- Authorize payment of invoices in the amount of \$576,524.69.

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

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

There were no comments.

4. **OLD BUSINESS.**

a. **Bio-digester Update.**

City Manager Mike Burns provided an update on the bio-digester, noting not much has changed. City Attorney Dick Wendt has advised that Lowell AD may be in the process of submitting a proposal to the City.

b. **Discussion on Food Trucks.**

At its January 3rd City Council meeting discussion was held regarding Food Trucks within the City. City Manager Mike Burns was requested to research the issue further and report back to the Council. He contacted several cities similar in size and found some do allow food trucks and some do not. Burns provided ordinances from the City of Grand Rapids and the City of Ferndale for Council review. Chief Bukala advised that the City ordinance currently allows for food trucks if they are tied in with a

special event. By general consensus, the Council agreed to have Burns and Bukala revise the Ferndale ordinance and bring back to the Council for further review.

5. **NEW BUSINESS.**

a. Lowell Historic Museum Update

Lisa Plank from the Lowell Historic Museum provided an update on the highlights of projects that have been completed at the museum throughout the past year. Plank also praised her volunteers who have donated over 2,400 hours of their time. Plank thanked the Council and the City for all their support.

b. City-Wide VOIP Project Expense Approvals.

Lowell Light and Power General Manager Steve Donkersloot provided a memo for the City-wide VOIP Project Expense approval. The project has received strong support by staff, the City Council and the Lowell Light and Power Board for a variety of reasons, including the tremendous cost savings that will be shared amongst city departments. Donkersloot highlighted some of the areas, the cost savings and how the cost would be shared through all departments.

IT WAS MOVED BY HODGES and seconded by PHILLIPS to approve items 1 through 9 as written.

1. City Council: The fiber work utilizing Amcomm Telecommunications for \$48,790.
2. City Council: Conduit and fiber assistance work utilizing the LL&P distribution department for \$5,000.00.
3. City Council & LL&P Board: The six directional bores needed for the fiber extension utilizing Vergennes Broadband (VB) for \$9,000.00.
4. City Council & LL&P Board: The statement of Work for the VOIP phone project utilizing IP Consulting for \$32,250.00.
5. City Council & LL&P Board: The hardware (servers, phones, routers, analog adapters) and licensing agreements for the VOIP phone project utilizing IP consulting for \$39,488.00.
6. City Council & LL&P Board: Networking and switching work utilizing Kore Hi-Com for \$11,000.00.
7. City Council & LL&P Board: Hardware and materials for the networking and switching work, purchased through Kore Hi-Com, for \$4,269.00.
8. Networking work utilizing Addorio Technologies for \$4,800.00.
9. City Council & LL&P Board: Items 1-8 total \$154,597; \$403 below the expected project cost of \$155,000. Obviously this does not provide us with much wiggle room if something were to change; and with most projects of this magnitude, something minor is bound to change. Thus, staff recommends a contingency budget of \$5,403 to bring the total requested amount of the project to \$160,000.00.

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

6. **BOARD/COMMISSION REPORTS.**

Councilmember Phillips stated he was unable to attend Historic District Commission (HDC) meeting on January 24th due to a joint meeting with Lowell Light and Power. There were three permit applications for review which included 120 W. Main and 216 W. Main for exterior renovations and 215 W. Main for window replacements. There were project updates for 312 E. Main, window replacement and door addition and exterior renovations at 318 E. Main. The next HDC meeting will be on February 28th.

Councilmember Hodges advised that the Arbor Board meeting scheduled for February 13th has been cancelled. Fire Authority meets on Monday, February 13th at 3:30. LCTV Grant applications are due on Friday, February 10th.

Councilmember Canfield advised that the Parks and Recreation Commission met on January 18th. The Master Plan is being updated and should be completed in about six months. Bob Rogers attended the meeting and gave an update on the funding for the Stoney Lakeside Park equipment and noted they will be submitting a grant application to the Look Memorial Fund. Rogers also commented that the Impact Church group, during LOVE Week, had 650 volunteers and provided 2,400 hours of labor throughout the community. The event will be held again this spring.

Councilmember Teelander stated he did not have any meetings this week. The LARA and Showboat Committee meeting will be held on February 8th and Lowell Light and Power meeting will be held on February 9th.

Mayor DeVore advised he did not have any meetings and the next DDA meeting will be on Thursday, February 9th at noon.

7. **MANAGER'S REPORT.**

City Manager Burns reported on the following:

- Reminder that the next City Council meeting will be on Tuesday, February 21st due to city offices being closed in observance of President's Day.
- Congratulations to Sergeant Christopher Hurst for completing Northwestern University School for Staff and Command. He passed with a 4.0 grade point average.
- A representative from Dickenson and Wright and Attorney Wendt will attend the February 21st City Council meeting to discuss changes to the Medical Marijuana Ordinance.
- A representative from MERS will be at the next meeting to discuss the City pension options.
- The Councilmembers were thanked for attending the sessions with Dr. Lew Bender.
- Reminded Councilmembers of the Elected Officials Training Academy, which will be on February 17th and 18th.
- On Friday, February 10th, he will travel to Sebawaing with Steve Donkersloot and Rich LaBombard to looking at their fiber optic internet for private use.
- Attended the Michigan Municipal Executives Conference in Kalamazoo and it was very informative.

8. **APPOINTMENTS**

By general consensus, the Council agreed to appoint Herb VanderBilt to the Board of Review and to re-appoint Paul Nicholls, Jeff Ostrander and Tom Grimm to the Airport Board.

9. **COUNCIL COMMENTS.**

Councilmember Phillips thanked City Manager Mike Burns for the sessions with Dr. Lew Bender. Phillips also commented on “Coffee with Council” and how he enjoyed meeting people and talking with them. Phillips encouraged people to come and wished everyone a good weekend.

Councilmember Hodges noted that during “Coffee with Council” there were three Councilmembers and five citizens in attendance. Hodges also commented that the seminar with Dr. Lew Bender was very beneficial and will help in moving forward.

Councilmember Canfield thanked City Manager Burns for putting together the session with Dr. Lew Bender and stated it was very helpful.

Councilmember Teelander stated he enjoyed the session with Dr. Lew Bender. Teelander also thanked Lisa Plank for all she does with the Historical Museum.

Mayor DeVore also thanked City Manager Mike Burns for the session with Dr. Lew Bender. DeVore commented that they broke up into many groups and came back with a lot of the same ideas, strengths and weaknesses. DeVore advised that he missed “Coffee with Council”, but he would be there next month.

10. **ADJOURNMENT.**

IT WAS MOVED BY HODGES and seconded by TEELANDER to adjourn at 7:34 p.m.

DATE:

Mike DeVore, Mayor

APPROVED:

Susan Ullery, City Clerk