

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
MONDAY, APRIL 3, 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 Deputy City Clerk Theresa Mundt called roll.

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

Absent: None.

Also Present: City Manager Mike Burns, City Attorney Richard Wendt, Deputy City Clerk Theresa Mundt, Police Sergeant Christopher Hurst, Lowell Light and Power General Manager Steve Donkersloot and DPW Director Rich LaBombard.

2. **APPROVAL OF THE CONSENT AGENDA**

Councilmember Hodges asked to add “Item j” under to the agenda under “New Business” to discuss New Water and Sewer Services.

IT WAS MOVED BY HODGES and seconded by PHILLIPS to approve the consent agenda as amended.

- Approval of the Agenda.
- Approve and place on file the regular and closed session minutes of the March 20, 2017 City Council meeting.
- Authorize payment of invoices in the amount of \$175,368.53.

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.**

Perry Beachum of 924 Riverside and Chair of Lowell Parks and Rec Committee spoke in reference to filling out the Parks and Rec surveys, which should be turned in by April 17, 2017.

4. **OLD BUSINESS.**

- a. Nothing to report.

5. **NEW BUSINESS.**

- a. Compensation Cut.

City Manager Mike Burns advised King Milling is in the process of building new grain bins on their site for their business operations. As a result, they will need to raise the grade of their site to allow for the bins to be installed. This will cause changes to the flood plain. In order to keep within compliance of regulations regarding the flood plain, King Milling will need to provide a compensation cut at another

location. This was an action directed for them by the Planning Commission and will be required by the Michigan Department of Environmental Quality (DEQ).

The proposed financial compensation may be to restore the area to a better condition (i.e. flat, smooth, guaranteed grass growth). DPW will request to have the final sign off on the finished product to ensure all areas are properly restored and no damage to parking lot and curbs have occurred during the project. This matter has been presented to both the Arbor Board and Parks Commission. Neither entity had an issue with the request. The Arbor Board requested for \$500 in compensation to their fund in the event any trees are removed. Burns also advised that soil borings should be added at the site and request King Milling to pay for the borings.

IT WAS MOVED BY HODGES and seconded by PHILLIPS to allow King Milling to make the appropriate Compensation Cut at Stoney Lakeside Park to mitigate flood plain issues at their current site, including soil borings as required.

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

b. Resolution 05-17 – Installment Purchase Agreement to Finance the Cost of a Natural Gas Compressor.

City Manager Mike Burns explained the Installment Purchase Agreements involving the compressor that Lowell Light and Power is purchasing.

IT WAS MOVED BY TEELANDER and seconded by HODGES to approve Resolution 05-17.

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

c. Resolution 06-17 – approving and Authorizing Execution of an Installment Purchase Agreement Payment Agreement with the Lowell Board of Light and Power.

IT WAS MOVED BY CANFIELD and seconded by TEELANDER to approve Resolution 06-17.

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

d. Resolution 07-17 – Installment Purchase Agreement to Finance the Cost of a Wheel Loader.

IT WAS MOVED BY HODGES and seconded by TEELANDER to approve Resolution 07-17.

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

e. Resolution 08-17 – Installment Purchase Agreement to Finance the Cost of a Skid-Steer Loader.

IT WAS MOVED BY PHILLIPS and seconded by TEELANDER to approve Resolution 08-17.

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

- f. Resolution 09-17 – Approving and Authorizing Execution of an Installment Purchase Agreements Payment Agreement with the City of Lowell Downtown Development Authority Related to the Financing of the Cost of Purchasing a Wheel Loader and Skid-Street Loader.

This is an agreement that both the DDA and the City Council need to approve for an agreement to pay for the equipment. The DDA agrees to pay 40% of the Front End Loader and Skid-Street Loader.

IT WAS MOVED BY HODGES and seconded by TEELANDER to approve Resolution 09-17.

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

- g. Jefferson Street Bids.

On March 22, 2017, bids were received for the North Jefferson Street Resurfacing and Utility Improvement project. A total of seven bids were received and the results of the reviewed bid amounts are listed. The recommendation is that the City Council accept CL Trucking and Excavating's bid of \$449,110.50 for the N. Jefferson Street Resurfacing and Utility Improvement project.

IT WAS MOVED BY TEELANDER and seconded by PHILLIPS to accept CL Trucking and Excavating's bid of \$449,110.50 for the N. Jefferson Street Resurfacing and Utility Improvement project.

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

- h. Street Sweeping.

DPW Director Rich LaBombard advised one of the City's routine street maintenance items is to have the streets swept twice a year in April and November. Sweeping involves collecting, transporting and disposal of debris along the street curbs and edges and prevents debris going into the City's storm drain system. Approximately 5 miles of major streets and 40.4 miles of local streets are swept. Sanisweep, Inc. of Grand Rapids was awarded the street sweeping contract for the past two years. Sanisweep's contract expired in December of 2016. Recommendation for the City Council to approve an expenditure of \$15,500 for the purpose of the 2017 spring street sweeping.

IT WAS MOVED BY HODGES and seconded by CANFIELD to approve the spring street sweeping in the amount of \$15,500.

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

i. Event Reimbursement.

City Manager Mike Burns advised it was brought to his attention that there is a policy for reimbursement for police services for many community events. While there are a number of events in the City that would require foot patrols for (i.e. Kent County Youth Fair and Riverwalk), there is an obvious additional cost for those services.

Burns stated he wanted to have discussion with the Council regarding the idea of waiving the collection of fees for parades only, noting four parades were held last year.

Councilmember Hodges commented that parades and other events held by nonprofits enhance our community and make it an exciting place to live in. Councilmembers Teelander and Phillips agreed.

By general consensus, the Council agreed to waive the fees for future parades.

j. New Water and Sewer Services

Several retail and service businesses are planning on establishing new locations within the City of Lowell. Those new businesses require city water and sanitary services; however, those services are not presently available or require a repair in order to connect the new customers to existing underground utility services. The Department of Public Works requested quotes from qualified contractors to repair or install new underground utility services at three locations throughout Lowell to provide water and/or sewer service. The locations and services quoted are 312 E. Main Street, 2340 W. Main Street, and the vacant lot on Bowes Road.

Lee's Trenching Service was the low bidder for each of the three locations with a total project cost of \$20,500.

IT WAS MOVED BY TEELANDER and seconded by PHILLIPS to approve Lee's Trenching Service, Inc. of Byron Center, Michigan to install or repair underground water and/or sewer services at various locations for a cost not to exceed \$20,500.

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

6. **BOARDS AND COMISSION REPORTS.**

Councilmember Phillips advised at the last Historic Commission meeting, they had permits for 223 W. Main and 312 E. Main for signage. Phillips also mentioned receiving some project updates on 312 E. Main for renovations, 318 E. Main for exterior renovations, 120 W. Main for exterior renovations, 216 W. Main for painting and awnings, and 215 W. Main for window replacements. Phillips stated that the next Historical District Commission's next meeting is April 25, 2017.

Councilmember Hodges advised the Look Memorial Fund is accepting grant requests until 4:00 p.m. on April 28<sup>th</sup>. Hodges advised the committee will then meet and make decisions. Hodges stated that last Monday, the Lowell Area Fire Authority met and discussed the sale of truck assets, fund balance, fire arms carry policy, and grant status. Hodges advised there was discussion on possibly inspection charges for

various businesses and organizations. Hodges commented there was also a discussion on a presentation by Rockford Ambulance and a review of the public presentation on what the services does.

Councilmember Canfield advised Parks and Rec met and Dave Austin with Williams and Works is in the process of updating the five year plan. Canfield mentioned the Parks survey that can be taken on line or in person at City Hall for their input for the parks.

Councilmember Teelander advised the Planning Commission had a special meeting to discuss Ronda Auto's new building on Bowes Road.

Mayor DeVore reminded everyone the Community Fund Grant applications are due by 4:00 p.m. on April 21<sup>st</sup>. He also advised the Chamber of commerce meeting is Tuesday, April 11, 2017 at 7:30 a.m.

## 7. **MANAGER'S REPORT.**

City Manager Burns reported on the following:

- Attended a press conference in Coopersville in reference to Continental Dairy Facility. They are looking into developing regional management plans in the State of Michigan. They will focus on Transportation, Utility, water and sewer, Communication Broadband, Energy and GIS.
- Process of working with the City of Wayland for Mayor Exchange.
- Discussed a trip for Council and Downtown Development Authority to Fenton on Friday, June 20<sup>th</sup> for a tour of the downtown area.
- Insurance Agent Dustin Draebek misspoke in reference to liability, which City staff did not modify equipment. The modifications were done by the manufacturer.

## 8. **COUNCIL COMMENTS.**

Councilmember Canfield advised it was good to see new businesses coming to town. Canfield also mentioned that the coffee shop will be opening again with new owners.

Councilmember Teelander commented on Coffee with Council and there were no visitors, just the Council. Teelander encouraged the public to come to Coffee with Council the first Saturday of each month. Teelander advised he attended the Fire Authority presentation and their passion for their work showed during the presentation.

Councilmember Phillips thanked all City departments and employees for a wonderful job they did during the winter season and he appreciates all their hard work and dedication.

Councilmember Hodges mentioned that the Rotary Auction is coming up on Friday, April 28, 2017 at 5:30 at the Grand Volute. Hodges explained all the proceeds go toward the Showboat. Hodges mentioned the Expo was successful and thanked Liz Baker for all her hard work. Hodges advised the next Girls Night Out will be held on Thursday, April 20<sup>th</sup>. Hodges also thanked Amanda Schraeben for the nice article she

wrote for Lowell's First Look about him.

Mayor DeVore also thanked Amanda and commented it was a fantastic article. DeVore mentioned that the City offices will be closed on April 14<sup>th</sup> for Good Friday.

9. **ADJOURNMENT.**

IT WAS MOVED BY HODGES and seconded by TEELANDER to adjourn at 7:36 p.m.

YES: 5. NO: NONE. ABSENT: NONE. MOTION CARRIED.

DATE:

APPROVED:

---

Mike DeVore, Mayor

---

Susan Ullery, City Clerk