

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
MONDAY, APRIL 17, 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 Sergeant Christopher Hurst, and DPW Director Rich LaBombard.

2. **APPROVAL OF THE CONSENT AGENDA**

Councilmember Canfield advised he would abstain since there was a payment for Canfield Plumbing and Heating in the accounts payable.

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

- Approval of the Agenda.
- Approve and place on file the regular and closed session minutes of the April 3, 2017 City Council meeting.
- Authorize payment of invoices in the amount of \$619,488.02.

YES: Mayor DeVore, Councilmember Hodges, Councilmember Phillips, and Councilmember Teelander.

NO: None. ABSENT: None. Abstain: Canfield. MOTION CARRIED.

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

Perry Beachum of 924 Riverside and Chair of Lowell Parks and Recreation Committee spoke in regards to the parking lot and driveway at Rec Park not being paved.

4. **OLD BUSINESS.**

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

City Manager Mike Burns advised the wording in Resolution 08-17 and 09-17 that Council approved at the last meeting was incorrect as it listed the wrong vendor name as well as an incorrect amount that the DDA will be contributing. Resolution 08-17 is corrected and Resolution 10-17 corrects Resolution 09-17.

- b. Resolution – 10-17- 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-Steer Loader.

IT WAS MOVED BY HODGES and seconded by PHILLIPS to approve Resolution 08-17 and 10-17 as presented.

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

5. **NEW BUSINESS.**

a. **Arbor Board Comprehensive Tree Plan.**

DPW Director Rich LaBombard advised the 2017-2018 Comprehensive Tree Plan was presented to the Arbor Board on April 10, 2017. The tree plan is presented to the City Council annually in April and it outlines the proposed Arbor Board activities on city-owned property and within the right-of way for the upcoming fiscal year. Arbor Board activities include coordinating Arbor Day celebrations, developing spring and fall plantings, tree removal and trimming, watering and general care of trees, shrubs and plants.

With the Comprehensive Tree Plan, the Arbor Board develops a vision for the community's tree canopy, develops a planned approach to executing the vision and achieves the goal of maintaining and improving the City's urban forest canopy. To date, the Arbor Board has authorized the installation of 734 trees of various varieties throughout the community. Funding for these activities come from the City of Lowell, Lowell Light and Power, the LCTV Fund, the Look Fund, and the Lowell Area Community Fund.

IT WAS MOVED BY HODGES and seconded by TEELANDER to approve The Comprehensive Tree Plan as written.

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

b. **Arbor Day Proclamation.**

Mayor DeVore read the Arbor Day and Week Proclamation into record.

IT WAS MOVED BY DEVORE and seconded by HODGES to proclaim April 28, 2017 as Arbor Day.

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

c. **Engineering for Jefferson Street Repaving.**

Williams and Works have provided a proposed Scope of Services and budget for the construction engineering phase of the North Jefferson Resurfacing and Utility Improvement projects. Services provided under this proposal shall include construction observation, material testing, construction staking, administration and informational meetings. The estimated budget for these services is \$49,800.

IT WAS MOVED BY TEELANDER and seconded by CANFIELD to approve Williams and Works proposed Scope of Services for Construction Engineering Services in the amount of \$49,800.

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

d. Friends of the Library Agreement.

DPW Director Rich LaBombard advised that the Friends of the Library group is proposing to contribute to the City up to \$5,000 of funding for the purpose of making improvements to the front entrance of the Englehardt Library for use as a reading garden. The plan details a proposed semi-circular brick patio and connecting pathway that will be installed by Department of Public Works staff.

The project is intended to create an area near the front of the building where the Friends group can install benches and planters at a later date. The reading garden will provide library patrons outdoor seating options for reading in addition to the new deck being constructed by Rotary.

IT WAS MOVED BY HODGES and seconded by PHILLIPS to approve entering into an agreement with the Friends of the Library for creating the first phase of the Englehardt Library reading garden.

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

e. Fireworks Permit.

City Manager Burns advised the Lowell Area Chamber of Commerce is requesting approval of a permit for a fireworks display on Saturday, July 8, 2017. This will be part of the annual Riverwalk Festival and, as in recent years, the fireworks will be launched from Stoney Lakeside Park.

IT WAS MOVED BY PHILLIPS and seconded by TEELANDER to approve the request from the Lowell Area Chamber of Commerce for a fireworks display on Saturday, July 8, 2017.

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

6. **MONTHLY REPORTS.**

There were no comments.

7. **BOARDS AND COMISSION REPORTS.**

Councilmember Phillips advised that the next Historic Commission meeting will be April 25, 2017 at 6:00 p.m.

Councilmember Hodges advised the Arbor Board, along with the DPW has been watching and measuring the lean of a tree located on Lafayette for some time now. A decision has been made that removal of the tree is necessary. The Arbor Board approved the Comprehensive Tree Plan and noted Arbor Day is Friday, April 28, 2017. Hodges advised there will be a tree planting celebration on April 21, 2017 at noon

at Big Boiler Brewery. Hodges noted that the Look Memorial Fund Grants are due on April 28<sup>th</sup> at 4:00 p.m.

Councilmember Canfield advised the next Parks and Recreation Commission will meet later in the week.

Councilmember Teelander advised Lowell Light and Power met and the Strategic Plan was updated. They adopted a set of plans to review action items at least once a year. The Board approved a one-time exception to the purchase policy to purchase a Forestry Truck. Teelander went on to note squirrels are the biggest reason for power outages. The Light and Power website is coming along and going well. Teelander advised the new “APP” is now available and encouraged the public to check it out. Teelander advised that Chair Perry Beachum and a few Light and Power employees will be attending the Rodeo in San Antonio, Texas in May.

Teelander advised that LARA met last week and draft language was submitted to City Manager Mike Burns by Dave Austin of Williams and Works in reference to the trail from Gee Drive to M-21. There was a suggestion made to add “Trailway” to the City Code. Teelander advised of a couple trails were damaged when new houses were built on Gee Drive. There should be a policy for who is responsible for the damage. A “Rail to Trail” bike route map was discussed as well as Bowes Road trail options.

Mayor DeVore had nothing new to report.

#### 8. **MANAGER’S REPORT.**

City Manager Burns reported on the following:

- Jefferson Street – Construction will begin on April 24<sup>th</sup>. There will be a public meeting at City Hall on April 19<sup>th</sup> at 6:00 p.m.
- Received notification that Susan Maxwell Stevens will no longer be able to assist the City in writing the monthly newsletter. The City will look to hire another individual to cover this.
- Additional funding is available to be able to continue the mill and overlay from Jefferson to Fremont Street to the entrance of Attwood.
- The Council received the budget. It is also at the library as well as on the City website. Further discussion on the budget will take place on Saturday, May 6<sup>th</sup> at 10:00 a.m. at Lowell Light and Power.

#### 9. **COUNCIL COMMENTS.**

Councilmember Phillips thanked the city staff noting everyone does a wonderful job. Phillips also thanked City Manager Burns and others who kept an eye on the rising waters from the rivers.

Councilmember Hodges noted “Girls Night Out” is on Thursday, April 20<sup>th</sup> and encouraged everyone to come downtown and give local business some business. Hodges also thanked Susan Maxwell for her work on the newsletter. She did a spectacular job.

Councilmember Canfield had no comments.

Councilmember Teelander attended the LARA meeting in which the mayor of Belding was present. He suggested signs be purchased from the Kent County Road Commission. He also mentioned the idea of having a “sister city social day” and invite communities that have a trail system.

Mayor DeVore commented that Thursday at 7:00 p.m. is graduation from Citizen’s Police Academy.

10. **ADJOURNMENT.**

IT WAS MOVED BY HODGES and seconded by TEELANDER to adjourn at 7:21 p.m.  
YES: 5. NO: NONE. ABSENT: NONE. MOTION CARRIED.

DATE:

APPROVED:

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Mike DeVore, Mayor

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Susan Ullery, City Clerk