

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, AUGUST 20, 2018, 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 Sue Ullery called roll.

Present: Councilmembers Greg Canfield, Jeff Phillips, Jim Salzwedel, Marty Chambers and Mayor DeVore.

Absent: None.

Also Present: City Manager Michael Burns, City Clerk Sue Ullery, DPW Director Rich LaBombard, L&P Steve Donkersloot, Andy Moore with William & Works and Police Chief Steve Bukala.

2. **APPROVAL OF THE CONSENT AGENDA.**

- Approval of the Agenda.
- Approve and place on file the regular minutes and the closed minutes of the August 6, 2018 City Council meeting.
- Authorize payment of invoices in the amount of \$1,213,854.40.

IT WAS MOVED BY SALZWEDEL and seconded by PHILLIPS to approve the consent agenda as amended changing Resolution 25-18 to be item E. under Old Business.

YES: Councilmember Canfield, Mayor Devore, and Councilmember Salzwedel, Councilmember Phillips, Councilmember Chambers.

NO: None. ABSENT: None. MOTION CARRIED.

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

Ron Steffens who resides at 612 N. Monroe expressed his concerns with the Semi-truck traffic on N. Monroe and gave suggestions for a solution.

Steve Doyle who resides at 706 Riverside Drive expressed his concerns with the speed of traffic on Hudson St. since the repaving and suggested adding more speed limit signs.

4. **OLD BUSINESS.**

a. City Income Tax Study.

City Manager Michael Burns stated in January, he presented preliminary findings in regards to a City Income Tax for street improvements. At the time, he questioned the Council that if they were considering this avenue, it needed to be formalized. In the winter, Burns was directed to proceed with a study in the future and the City Council approved \$15,000 in this year's budget for this study.

Once the budget was approved, he reached out to three firms in Michigan known best for conducting

these studies and met with them to seek a proposal asking to project income tax generated by residents, tax paid by non-residents, a corporate income tax, impact of a millage rate reduction to offset the income tax, an estimate of collection rates, assessment of administrative costs and future projections. Two of the firms, submitted proposals. The three firms he sought proposals from are as follows:

- Great Lakes Consulting – Eaton Rapids - \$9,750
- Municipal Analytics – Ann Arbor - \$14,500
- Plante & Moran – Southfield – Did not submit a proposal

Burns explained that he has researched all three firms and believes the lowest cost provider is the best to handle this study. Great Lakes Consulting consists of two individuals highly respected in governmental finance. This study is by no means a commitment to move forward on a City Income Tax but will provide accurate information in making a sound policy decision as to how to fund our street improvement needs.

IT WAS MOVED BY CANFIELD and seconded by CHAMBERS to approve the proposal from Great Lakes Consulting to conduct a City Income Tax study at a cost not to exceed \$9,750.00.

YES: Mayor Devore, Councilmember Salzwedel, Councilmember Phillips, Councilmember Chambers, and Councilmember Canfield.

NO: None.

ABSENT: None.

MOTION CARRIED.

b. LARA Commitment.

City Manager Michael Burns stated in 2013, the Lowell Area Recreation Authority (LARA) met with the City Council regarding a \$25,000 commitment toward the construction of the last phase of the Trail. In the meeting, there was discussion regarding a commitment of \$25,000 from all three communities. Also there was consensus to move forward however, no formalized action was taken.

Burns continued, LARA is in the process of finalizing their grant requests with MDOT and the DNR for the trail. As part of this, LARA is requesting the City take action to approve a \$25,000 commitment for the project. In addition, this commitment will assist LARA in their request for funding from the Fred Meijer Trail Foundation. This commitment would not be until Fiscal Year 2021.

IT WAS MOVED BY CANFIELD and seconded by CHAMBERS to approve the \$25,000 commitment for the Lowell Area Recreation Authority trail for the fiscal year 2021.

YES: Councilmember Salzwedel, Councilmember Phillips, Councilmember Chambers, Councilmember Canfield and Mayor DeVore.

c. Sidewalk Update.

Assistant City Manager Rich LaBombard stated they started the sidewalk enforcement conversation back in February 2018. In March 2018, brought it to Council, then in May 2018, the DPW did a sidewalk inspection of the East Side. When construction season started, it slowed down the process on the project but just recently, himself and Police Chief Steve Bukala went out and re-inspected everything because they felt they were being too harsh on the residents so they cut back some of the replacements they had initially identified.

LaBombard continued we now have a list developed for all the remaining deficiencies and the

recommended action. This list will be turned over to code enforcement who will be sending a letter that will go out soon and will get us up to step three of the six step process that was defined back in March.

d. Brownfield Redevelopment – Public Hearing.

Mayor DeVore opened the Public Hearing.

City Manager Michael Burns stated that this is the fourth step for establishing the City of Lowell Brownfield Redevelopment Zone and designating the members of the Board of the DDA as the Board of the Brownfield.

Mayor DeVore closed the Public Hearing.

e. Resolution 25-18.

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL to approve Resolution 25-18 Establishing a Brownfield Redevelopment Authority, creating the boundaries of a Brownfield Redevelopment Zone, approving members to an authority board and other matters related thereto.

YES: Councilmember Canfield, Mayor Devore, and Councilmember Salzwedel, Councilmember Phillips, Councilmember Chambers.

NO: None. ABSENT: None. MOTION CARRIED.

5. **NEW BUSINESS.**

a. Resolution 26-18 Proclaiming Thursday August 30, 2018 as Pink Arrow Pride Day – Arrow Force XI.

IT WAS MOVED BY CHAMBERS and seconded by PHILLIPS to adopt Resolution 26-18 proclaiming Thursday, August 30, 2018 as Pink Arrow Pride Day – Arrow Force XI in the City of Lowell.

YES: Mayor Devore, Councilmember Salzwedel, Councilmember Phillips, Councilmember Chambers, and Councilmember Canfield.

NO: None. ABSENT: None. MOTION CARRIED.

b. MERS Annual Meeting Officer Delegate.

City Manager Mike Burns stated the 2018 Municipal Employees' Retirement (MERS) Annual Meeting is being held this year on October 4th and 5th, 2018 at the Amway Grand Plaza Hotel in Grand Rapids, MI. Council needs to appoint an Employer Delegate to the Annual Meeting. Ballots were distributed to the employees and they selected Sharon Morris as their delegate to represent the City of Lowell Employees.

IT WAS MOVED BY PHILLIPS and seconded by SALZWEDEL to appoint Michael Burns as the Employer Delegate for the 2018 MERS Annual Meeting.

YES: Councilmember Salzwedel, Councilmember Phillips, Councilmember Chambers, Councilmember Canfield and Mayor Devore.

NO: None. ABSENT: None. MOTION CARRIED.

c. Ordinance 18-04 Amendments to Section 19.

City Clerk Susan Ullery stated that at the meeting of June 11, 2018, the Planning Commission reviewed and recommended the City Council adopt Ordinance 18-04. This is an ordinance to amend Section 19.02 "Location of Parking," to amend subsections B, C, D and E of Section 19.03, "Parking Area Application and Design," to amend subsections D, G and K of Section 19.04, "Parking Restrictions," "To Delete Subsection J of Section 19.04, "Parking Restrictions," " to add subsections L and M to Section 19.04," "Parking Restrictions," to amend Section 19.05, "Nonresidential Parking Deferment," to amend Section 19.06, "Parking Lot Landscaping," and to amend Section 19.07, "Table of Off-Street Parking Requirements," of Chapter 19, "Off-Street Parking and Loading," of Appendix A, "Zoning," of the Code of Ordinances of the City of Lowell.

IT WAS MOVED BY CHAMBERS and seconded by PHILLIPS to approve Ordinance 18-04 - Amendments to Section 19.

YES: Councilmember Phillips, Councilmember Chambers, Councilmember Canfield, Mayor Devore and Councilmember Salzwedel.

NO: None. ABSENT: None. MOTION CARRIED.

d. Water/Sewer Distribution Position.

City Manager Michael Burns stated with the recent resignation of Jeff VanSetters as Water/Distribution Supervisor, the City now has a vacancy in this position and that it is a necessity to the City. However, he would like guidance from Council and for the City to evaluate whether they pay for a new in house employee for this position or to contract the position out. Council agreed to explore the options.

6. **BOARD/COMMISSION REPORTS.**

Councilmember Chambers stated at the Light & Power meeting on August 8, 2018, they voted to decommission the old generators. They also hired Casey Mier as Generation Superintendent.

Councilmember Salzwedel stated LCTV Board is meeting December 7, 2018.

7. **MANAGER'S REPORT.**

City Manager Mike Burns reported on the following:

- New Projector in the Council room and new Audio/Visual Equipment in the Flat River meeting room. They were able to keep the cost of the upgrades to \$5000 and thanks to Scott Vansolkema for his help.
- WRWW Radio will no longer be at our meetings, due to our U-tube broadcast they feel they are duplicating the recording process. They will continue to do radio and/or article stories for the Council and the City and we welcome them to come back to the meetings at any time as well.

8. **APPOINTMENTS.**

None.

9. **COUNCIL COMMENTS.**

Councilmember Chambers reminded everyone of the Lowell Pink Arrow Game on August 30, 2018.

Mayor Devore thanked Perry Beachum and all his workers who help with Pink Arrow Community Day last week and a thank you to Greg Canfield for suggesting we get updates on “old business” topics to make sure we have followed through on them.

10. **ADJOURNMENT.**

IT WAS MOVED BY SALZWEDEL and seconded by CANFIELD to ADJORN AT 7:55.

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

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk