

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
MONDAY, MAY 7, 2018, 7:00 P.M.**

**1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL.**

The Meeting was called to order at 7:33 p.m. by Councilmember Mike DeVore and City Treasurer Sue Olin called roll.

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

Absent: None.

Also Present: City Manager Michael Burns, City Clerk Susie Ullery, Chief of Police Steve Bukala, Attorney Dick Wendt, and Light & Power General Manager Steve Donkersloot.

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

- Approval of the Agenda.
- Approve and place on file the regular minutes of the April 16, 2018 City Council meeting.
- Authorize payment of invoices in the amount of \$611,657.69.

IT WAS MOVED BY SALZWEDEL and seconded by CANFIELD to approve the consent agenda as presented.

YES: Councilmember Canfield, Mayor DeVore, Councilmember Salzwedel, Councilmember Phillips, and Councilmember Chambers. NO: None. ABSENT: None. MOTION CARRIED.

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

City Treasurer Suzanne Olin read a letter from Joanne M. Miller of 780 Bowes Road. She is against the proposed trail going through her yard.

State representative for 86<sup>th</sup> District Thomas Albert gave an update on the bills he is currently working on in Lansing which include a bill addressing chronic wasting disease with deer and a bill restructuring how we pay for pension debt for the public school debt. Alberts also mentioned a Local Circuits Crossing Grant that is available to apply for in regards to the railroad vehicle crossing concerns the City and residents have here in Lowell and that he would do what he could to help the City of Lowell with applying for the Grant. Alberts then introduced Chris Afendoulis who is running for State Senate for the 73<sup>rd</sup> District and gave him his support.

Chris Afendoulis thanked Thomas Albert, introduced himself and gave a summary of his background and desire to run for State Senate.

4. NEW BUSINESS.

a. Hearthstone Design Studio, LLC.

City Manager Michael Burns stated the Showboat Replacement Project is progressing more rapidly in recent weeks and engineering and design is underway on the new structure. Engineers working on the structure have requested additional information regarding interior fit and finishes and product specifications so the City has requested the professional services of Hearthstone Design Studio of Grand Rapids to serve as the interior designer for the project. Owner, Ms. Shannon Parnofiello will work directly with the City's Project Manager, Showboat work group and engineers to develop a plan for the finish components on the new structure. Ms. Parnofiello has requested a retainer in the amount of \$20,000 for her services. Funds for the interior design professional services are available in the Showboat Project Fund-260-751-740-PK1701 and this project will be grant covered.

IT WAS MOVED BY PHILLIPS, and seconded by CHAMBERS to accept Hearthstone Design Studio's proposal to provide interior design services for the Lowell Showboat Replacement Project at the rate of \$125 per hour and not to exceed \$20,000 and authorize the Mayor and City Clerk to execute the Contract dated April 30, 2018.

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

NO: None. ABSENT: None. MOTION CARRIED.

b. City Hall Carpet Replacement on the 2<sup>nd</sup> Floor.

City Manager Michael Burns stated that in March 2018, the Department of Public Works issued a Request For Proposals (RFP) to interested vendors to replace carpeting at City Hall and Lowell Light & Power. The City Hall portion of the RFP requested vendors to bid replacement of the existing broadloom carpeting on the second floor of City Hall. The carpet is approximately 15 years old and has separated from the backing creating potential trip hazards in some of the public spaces.

Burns continued stating approximately 3,000 square feet of carpet is proposed to be replaced as well as the wall base trim. The carpeting will be replaced with a 24" x 24" carpet tile product that is easier to remove and replace when a section becomes stained or damaged. The low bid product is manufactured by Mannington Carpet, Estio product line. The selected vendor will be required to supply a quantity of back stock material for future maintenance needs. Removal and installation will be coordinated with the vendor to minimize disruptions to City operations and meetings.

IT WAS MOVED BY DEVORE, and seconded by CHAMBERS to accept the low bid from Beachum Flooring in the amount of \$15,662 to replace carpeting and wall base trim on the second floor of City Hall.

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

NO: None. ABSENT: None. MOTION CARRIED.

c. Set Public Hearing Date for Budget.

IT WAS MOVED BY DEVORE and seconded by SALZWEDEL to recommend that the Lowell City Council set a public hearing on May 21, 2018 to review the Fiscal Year 2018-2019 budget.

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

NO: None. ABSENT: None. MOTION CARRIED.

d. Resolution 13-18 Section 19 Reimbursement.

City Manager Michael Burns stated the City will be eligible for Section 19 funding from the State of Michigan pertaining to the February flood event. This means additional costs taken on by the City to address the flood will be eligible for reimbursement. The City has calculated that we will be eligible for \$9,980.09.

Burns continued stating for the City to be eligible; we must pass the attached resolution and submit it to the State of Michigan regarding funding. This resolution also requires the City to designate a point of contact that will be responsible for providing information and communicating with the state on this matter. Our contact will be the City Treasurer, Sue Olin.

IT WAS MOVED BY DEVORE, and seconded by CHAMBERS to approve resolution 13-18 for the City of Lowell to be eligible for Section 19 reimbursement.

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

NO: None. ABSENT: None. MOTION CARRIED.

e. Hudson Street Utility Work.

City Manager Michael Burns stated that in preparation for the Kent County Road Commission's Hudson Street resurfacing project from the Grand River Bridge to the north City Limits which is tentatively planned for June 2018, the Department of Public Works requested quotes from qualified contractors to replace water valve box and sanitary sewer castings in the Hudson Street right-of-way. Approximately 20 water valve boxes and 20 sanitary sewer castings are proposed to be replaced within the project limits in advance of the resurfacing work due to damage and wear over time.

IT WAS MOVED BY PHILLIPS and seconded by CANFIELD to recommend the City accept Kamminga & Roodvoet's quote of \$55,200 for the utility work and authorize the Mayor and City Clerk to execute the contract on behalf of the City Council.

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

NO: None. ABSENT: None. MOTION CARRIED.

f. Resolution 14-18 –Village of Caledonia Gaining Membership to GVMC

IT WAS MOVED BY CANFIELD and seconded by CHAMBERS to recommend that the City of Lowell approve Resolution 14-18 granting the Village of Caledonia membership into the Grand Valley Metropolitan Council.

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

NO: None. ABSENT: None. MOTION CARRIED.

5. **BOARD/COMMISSION REPORTS.**

Mayor Devore stated that the Downtown Development Authority meeting for Thursday, May 10, 2018 was cancelled. The Arbor Board meeting is Monday, May 14, 2018 at 12:00 p.m., the Fire Authority Board is Monday, May 14, 2018 at 3:30 p.m. and The Vision meeting is next Tuesday May 15, 2018.

6. **MANAGERS REPORT.**

City Manager Michael Burns reported on the following:

- Hudson Mill Overlay Project will begin on June 11, 2018 and they anticipate five days of construction and bids for this project came in less than what the engineer had estimated so the City's reimbursement to Kent County Road Commission over the course of two years will be about \$25,000 less.
- Dan Burton will be here on Tuesday May 15, 2018 for the walking audit.
- Discussions and Ordinances will take place in the upcoming months in regards to the cell tower telecommunication industry and how the City can maintain control and regulations with these cell tower companies' future device locations and establish an agreement with them prior to legislation changes.
- Project for The Transportation Improvement Plan for Fiscal 2021-2023. Requested to Grand Valley Metro Council to get more of our City streets added as eligible streets for federal funding as we currently only have two City owned streets that are eligible.
- Asset Management Pilot Project - Lengthy report explaining the intent to develop a state level uniform asset management plan that in turn will lead to a State Asset Management Plan so the funding would come from the state to address our infrastructure.

7. **APPOINTMENTS.**

There are none.

8. **COUNCIL COMMENTS.**

Councilmember Phillips hopes everyone has a great week.

9. **MOTION TO GO INTO CLOSED SESSION.**

IT WAS MOVED BY SALZWEDEL and seconded by CANFIELD to go into closed session at 8:12 p.m.

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

NO: None. ABSENT: None. MOTION CARRIED.

10. **MOTION TO COME OUT OF CLOSED SESSION.**

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to come out of closed session at 8:35 p.m.

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

NO: None. ABSENT: None. MOTION CARRIED.

11. **ADJOURMENT.**

With there being no further business, IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to adjourn at 8:35 p.m.