

**PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL  
MONDAY, DECEMBER 02, 2019, 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 DeVore and City Clerk Susan Ullery called roll.

Present: Councilmembers Marty Chambers, Cliff Yankovich, Councilmember Salzwedel and Mayor DeVore.

Absent: Councilmember Greg Canfield.

Also Present: City Manager Michael Burns, Chief of Police Steve Bukala, City Clerk Sue Ullery and DPW Director Dan Czarnecki.

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

- Approval of the Agenda.
- Approve and place on file the Special Joint meeting between City Council and Lowell Light & Power and the Regular and Closed session minutes of the November 18, 2019 City Council meeting.
- Authorize payment of invoices in the amount of \$109,644.46.

IT WAS MOVED BY CHAMBERS and seconded by YANKOVICH to approve the consent agenda as written.

YES: Mayor DeVore, Councilmember Salzwedel, Councilmember Yankovich and Councilmember Chambers.

NO: None.

ABSENT: Councilmember Canfield.

MOTION CARRIED.

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

Perry Beachum who resides at 924 Riverside Drive stated he feels the City Council needs to do a better job of explaining the city income tax proposal to the residents so they can understand it better and also feels there are no other workable options to consider using to replace the city income tax proposal for funding the City road repairs.

Jake Davenport who resides at 527 Lafayette suggested the City Council give the information on the city income tax proposal in smaller portions. He attended one of the meetings and felt overwhelmed by all the information. Davenport also feels, we should use Facebook live for access to our meetings and would like to see some of the money from the city income tax proposal if it passes, used for sewer/water repairs as well as city road repairs.

Eric Bartkus who will soon reside at 215 W Main, stated he was very impressed with DPW Director Dan Czarnecki's quick response when he and his wife smelled a gas leak. Dan was there in minutes to address the situation.

4. **OLD BUSINESS**

a. Renewal of the Suez Agreement

City Manager Michael Burns read the Suez Agreement memo and stated he would prefer to renew the agreement but then stated that is a decision for City Council. The City Councilmembers were all in favor of extending the current Suez agreement for an additional five years. Burns stated he and the City Attorney would like to go over a few items with Suez first and then will prepare the documents and bring it back to City Council for final approval.

5. **NEW BUSINESS**

a. Well #4 Pump Overhaul and Cleaning.

DPW Director Dan Czarnecki stated the well is due for an overhaul of its pump and a cleaning of the well. This well was put into service in February of 1990. The time has come to inspect and maintain the equipment so it can continue to provide an uninterrupted supply of the best tasting water in Michigan to the citizens of Lowell. The project consists of pulling the pump and inspecting it, replacing bearings, couplings and shafts. The motor will be disassembled and cleaned, bearings replaced, the motor balanced, and the unit tested. The well will be video inspected and the necessary cleaning performed. Funds have been budgeted in the current fiscal year to have this work performed. It should be noted that this work does not include repair/replacement of impellers, bowls, column, etc. Any additional work will need further approvals.

Two quotes were received for the work.

- Northern Pump & Well, Lansing \$18,980.15 (not including the cleaning of the well)
- Peerless Midwest, Inc., Ionia \$19,894.92

IT WAS MOVED BY CHAMBERS and seconded by YANKOVICH that Lowell City Council approve the quote from Peerless Midwest, Inc. Ionia, for the Well #4 pump overhaul and well cleaning (Quote #RWM 2019-1011 dated 10/11/19) at a total cost of \$19,894.92.

YES: Mayor DeVore, Councilmember Salzwedel, Councilmember Yankovich, and Councilmember Chambers.

NO: None.

ABSENT: Councilmember Canfield.

MOTION CARRIED.

b. Employee Handbook.

City Manager Michael Burns stated our current employee handbook is not sufficient for a municipal operation and needs a significant upgrade. Burns worked with Anna Lindhurst from Lowell Light & Power to update our handbook and mirror it to Lowell Light & Power's policies and procedures as much as possible. The revised handbook is 40 pages, very thorough and meets federal and state legal requirements. Policies can be revised or added depending on the need. The upgraded policy includes guidelines for anti-harassment, work place violence, social media and many other items of necessity not in the current handbook. There is conflicting language between an employee's employment agreement and the handbook, in which we will defer to language in the employee's labor agreement to resolve the conflict. For example, the stand-by pay language in the handbook differs in one of our labor agreements compared to the handbook. In those instances, with those employees, we will defer to their labor agreement.

IT WAS MOVED BY YANKOVICH and seconded by CHAMBERS to approve the revised Employee Handbook as presented.

YES: Councilmember Salzwedel, Councilmember Yankovich, Councilmember Chambers, and Mayor DeVore.

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

c. Donation of Police Cruiser to KCTC.

Chief of Police Steve Bukala stated the Kent Career Tech Center Junior Police Academy has requested any departments wanting to donate old police cruisers, that they will take the vehicles. The vehicles will serve two purposes there. The auto mechanics program will go through and check/repair anything the vehicle needs, and then it will serve as a police training vehicle for the KCTC Police Academy. There are several Lowell High School students in the KCTC criminal justice program as well as the auto mechanics programs.

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL that the City of Lowell and the Lowell Police Department donate the 2010 Chevrolet Impala 9C-1 police vehicle to the Kent Career Tech Center High School Police Academy.

YES: Councilmember Yankovich, Councilmember Chambers, Mayor DeVore and Councilmember Salzwedel.

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

6. **BOARD/COMMISSION REPORTS.**

Councilmember Yankovich stated there is some cool stuff about to happen with the Historical District in town, so to be watching.

Councilmember Salzwedel stated Thursday, December 5, 2019 at 7:00 p.m. is the LCTV meeting.

Mayor DeVore stated Fire Authority is cancelled for this month of December and DDA is on Thursday, December 05, 2019 at noon.

7. **MANAGER'S REPORT.**

City Manager Michael Burns reported on the following:

- Close to coming to a close on the documentation for the Saw Grant which is due by the end of the year 2019.
- Lew Bender will be here January 23, 2020 from 5:30 p.m. to 9:30 p.m.
- Met with a marijuana entity looking to set up shop at the old Family Video location, they have not submitted a formal application yet.
- The Christmas through Lowell Santa Parade will be this Saturday, December 7, 2019 at 6:00 p.m.
- December 03, 2019, Hudson street will be closed at the bridge between 9:00 a.m. and 2:30 p.m. so Kent County can clear some logs and debris from the river.

8. **APPOINTMENTS.**

It was a general consensus, from the City Councilmembers that Mayor DeVore continue to serve on the Historic District Board.

The Construction Board of Appeals still has an appointment opening.

9. **COUNCIL COMMENTS.**

There were no council comments.

10. **ADJOURNMENT.**

IT WAS MOVED SALZWEDEL and seconded by CHAMBERS to adjourn at 7:30 p.m.

DATE:

APPROVED:

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Mike DeVore, Mayor

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Sue Ullery, Lowell City Clerk