

**PROCEEDINGS  
OF  
CITY COUNCIL MEETING  
OF THE  
CITY OF LOWELL  
MONDAY, NOVEMBER 1 2021, 7:00 P.M.**

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

The Regular Meeting was called to order at 7:00 p.m. by Mayor DeVore and City Clerk Sue Ullery called roll.

Present: Councilmembers' Cliff Yankovich, Marty Chambers, Leah Groves, Jim Salzwedel and Mayor DeVore.

Absent: None.

Also Present: City Clerk Susan Ullery, DPW Director Dan Czarnecki, Chief of Police Chris Hurst, Fire Chief Shannon Witherell and City Attorney Jessica Wood.

2. **CONSENT AGENDA.** Mayor DeVore requested Item A – Fire Chief Report be added under New Business.

- Approval of the Agenda.
- Approve and place on file the minutes of the October 18, 2021, Regular City Council meeting.
- Authorize payment of invoices in the amount of \$193,935.10.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to approve the consent agenda as amended.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

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

There were no comments.

4. **OLD BUSINESS.**

a. **Resolution 18-21 – City Hall Bond.**

City Manager Michael Burns stated at the last meeting he had indicated that by refinancing the City Hall bond there would be approximately \$217,000 savings. However, it appears to be closer to \$267,000 as we received a better than anticipated interest rate.

City Attorney Jessica Wood explained the resolution is set up as a parameters resolution, which sets out maximum parameters, with the final bond details being approved by authorized officers. The City has received a proposal from Highpoint Community Bank that offered an interest rate of 1.62%. The par amount of the bonds will be \$3,100,000. The parameters resolution allows the City flexibility in structuring the final details of the bond issue within these limitations, with the details being adjusted by

the authorized officers without having to have the Council come in for a special meeting to approve final details. The Mayor and City Manager are designated as authorized officers to finalize the bond details, like bond payment dates and amounts and call features.

Robert W. Baird & Co. in acting as placement agent has run numbers that show the City will achieve gross savings of \$289,798.53, which represents a net present value savings of \$266,534.62

IT WAS MOVED BY YANKOVICH and seconded by GROVES to approve Resolution 18-21 – City Hall bond.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

b. Resolution 20-21 – Sale of 115 Riverside Drive.

On October 11, 2021 the City Council directed City Manager Michael Burns to prepare a resolution to sit for inspection for the required twenty days to sell the former Line Shack property located at 115 Riverside Drive to BGR Investments LLC. This is in accordance with the sale/disposal of municipal property in the City Charter.

At the time of the City Council meeting the twenty-day period for inspection had passed. Attached is Resolution 20-21 which would approve sale of the property to BGR Investments for \$100,000 pursuant to a quit claim deed.

While this resolution is necessary to sell the property, the execution of the sale will not occur until a separate development agreement is approved by both the City and BGR Investments. Burns and the City Attorney are in the process of preparing this agreement.

IT WAS MOVED BY YANKOVICH and seconded by SALZWEDEL to approve Resolution 20-21 to sell 115 Riverside Drive to BGR Investments for \$100,000 pursuant to a quit claim deed.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

c. Northwest Pump Station- Administrative Consent Order.

- Northwest Station Pump Replacement

Public Works Director Daniel Czarnecki stated the Northwest Pumping Station on Gee Drive supplies our water to Lowell Township. As the township has grown with new houses and commercial facilities, their water usage has grown as well. Today, the existing pumping station has difficulty keeping up with the high demands of the township during the summer months when many property owners are irrigating their lawns. The pumps in the station are in need of upgrading to a larger size.

The current pumps are Goulds pumps. The larger Goulds pumps specified for our station will fit in the same location and with similar plumbing patter as the existing pumps with only minimal piping

modifications necessary. We contact the state supplier of Goulds Pumps and they have quoted us a cost of \$15,662.80 each, for a total cost for three pumps of \$46,988.40. This would be for only supplying the pumps. We still need to find a company to install them in the station and it is anticipated the pumps would arrive in late January.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS that the Lowell City Council approve the quote from Professional Pump Inc., Belleville, MI, dated August 20, 2021, to provide to the City three (3) Goulds 3410 pumps, for a total cost of \$46,988.40.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

- Northwest Pumping Station Controls and SCADA Upgrades

With the need for improving the pump capacity at the Northwest Pumping Station, we also need to upgrade the controls and operating systems at the station. This includes installation of Variable Frequency Drives and SCADA to allow us to more efficiently operate the system and provide to the township the water they need. This was included work when we planned the pump station improvements for the current fiscal year.

RS Technical has provided us with a quote for the necessary equipment and labor to upgrade. This improvement to the Northwest pump station will allow us to better operate the system to meet the demands of the township.

Back in March when we put together the current fiscal year budget we anticipated the Northwest Pump Station improvements to cost about \$175,000. Prices have gone up since that time. The quotes we have received for the new pumps (\$46,988.40) and the controls and SCADA improvements (\$136,602.81) brings the current cost to \$183,591.21. We still need to hire a company to install the pumps in the station.

IT WAS MOVED BY CHAMBERS and seconded by YANKOVICH to approve the quote from RS Technical Services, Inc., Lowell, MI dated October 25, 2021, for the installation and all necessary wiring of the SCADA system and pump VFD upgrades at the Northwest Pump Station on Gee Dr., for a cost of \$136,602.81.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

d. USDA-RD Signature Responsibilities – Monroe/Washington project.

City Manager Michael Burns stated as we move forward in our application process with the United States Department of Agriculture Rural Development program, there are a number of items which must be signed by the Chief Executive Officer of the City. These items must be signed upon

electronically through the system used by USDA-RD. If you recall, the City Charter designates that the Mayor is Chief Executive Officer of the City and Burns is the Chief Administrative Officer of the City.

There are security protocols which must be met for the Mayor to sign these documents. The Mayor has tried to complete these protocols and it's been a challenge doing so. In addition, Burns has already been approved for all of the security protocols. Furthermore, some of these items which will need to be signed on may be time sensitive. To expedite the process, the Mayor and City Council can approve him to sign these documents.

Burns has discussed this with Mayor DeVore and he has no issues with allowing him to be the signatory for all matters pertaining to the USDA-RD program for the Monroe/Washington project.

IT WAS MOVED BY SALZWEDEL and seconded by GROVES to approve City Manager Michael Burns with the signature responsibilities for the USDA-RD program regarding the Monroe/Washington project.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

5. **NEW BUSINESS.**

a. Fire Chief Report.

Fire Chief Shannon Witherell provided an update on the fire department and activity that has taken place in the last year.

Currently, they have taken 863 calls, public education has increased greatly with schools, open house, trunk and treats and other community events. The carbon monoxide/smoke detector prevention program is still going strong. One year ago, there were 19 on call staff members and as of today there are 30. The department expects a new truck delivery sometime in August. There was also one major building improvement that consisted of redoing the floors at the station.

In the next five years, the department hopes to switch from SUV's to pickup trucks.

Witherell commented on the recently passed cost recovery ordinance. To date they have collected approximately \$10,000 which has gone back into building improvements.

Council thanked Witherell for the report, noting what a great job the department is doing.

b. Cross Connection Control Program.

DPW Director Dan Czarnecki stated the City of Lowell is required to have a water Cross Connection Control program by ordinance (Ord 25-31 attached) and by the State of Michigan Part 14 of the Michigan Safe Drinking Water Act (Act 399). A cross connection is a connection or arrangement of piping or appurtenances through which backflow of non-potable water could flow into the public drinking water supply. We have had an inspection program to help oversee our system and keep it safe from contamination. For many year this program has been run for us by Hydrocorp out of Troy Michigan. We wish to continue their services.

We received a quote from HydroCorp to perform these residential cross connection inspections. While most residential customers do not have backflow prevention devices, there are still many ways a residential property could be cross connecting back into our water system. HydroCorp provided us separate two-year quotes for commercial inspections and residential inspections. The commercial program yearly quote is for \$10,842.00 and the residential program yearly quote is for \$10,833.00. The total yearly amount is \$21,675.00. The contract would be for two years. We have budgeted \$25,000 for the current fiscal year.

IT WAS MOVED BY CHAMBER and seconded by YANKOVICH that the Lowell City Council approve the quote from HydroCorp, Troy MI, dated August 18, 2021, for the two-year Commercial Cross Connection Control program at a cost of \$10,842.00 per year, and the quote dated August 18, 2021, for the two-year Residential Cross Connection Control Program at a cost of \$10,833.00 per year, for a total two year cost of \$43,350.00, and authorize the Mayor and City Clerk to sign the agreements.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

c. Water Treatment Plant Car Replacement.

DPW Director Dan Czarnecki explained in the current year budget, we anticipated replacing the staff car used by the Water Plant with a new vehicle. The current vehicle is a 2010 Chevy Impala with about 140,000 miles on it. The vehicle body is rusting and the last time it was placed on the hoist for maintenance the lifting arms started to crush at the frame lift points. This vehicle is an old police cruiser that has provided the City good service, but is ready to be retired from service.

With the vehicle used mostly for short daily travels, we are considering replacement with an electric vehicle. We priced out a Chevy Volt EUV. Through State of Michigan MiDeal Program we can obtain the vehicle for \$31,791.00. We have budgeted \$35,000 to replace this vehicle.

IT WAS MOVED BY YANKOVICH and seconded by GROVES that the Lowell City Council approve the quote from Berger Chevrolet Inc., Grand Rapids, MI, dated October 8, 2021, for the

purchase of a Chevrolet Bolt EUV 1LT through the State of Michigan MiDeal Program, for a cost of \$31,791.00.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

6. **BOARD/COMMISSION REPORTS.**

Councilmember Salzwedel stated there will be a special meeting held this Wednesday at Lowell Light and Power and LCTV Endowment Fund Committee will be meeting in December.

Councilmember Groves noted the Parks and Recreation Commission will be meeting next week on Tuesday.

Councilmember Chambers noted the Planning Commission will be meeting next week on Monday.

7. **MANAGER'S REPORT.**

- Burns wished those running for Council in the November 2 election good luck
- The paperwork for the Donna Jean Ford fund has been completed and all three checks have been received. In addition to \$12,000, we also received another \$105,000 totaling \$117,000 for that fund. This is setting in a contribution fund and one of the first projects will be to install bridge boxes.
- In the matter of allowing street performers, the insurance company had wanted waivers. However, after the City Attorney reviewed, it seems like we are already covered by governmental immunity unless there is an issue of being negligent.
- Last week, the State house approved a bill regarding short term rentals, which would take away local control.
- A couple winters ago (before COVID) Keith Golinski, who owns Full View Productions, reached out regarding making a movie here in the City of Lowell. It did very well at the film festival and will be shown on Hulu and Netflix.
- We are working on IT and phone issues.
- Ware Road – testing ground wells and will have an update soon.

8. **APPOINTMENTS.**

Martha Davis has agreed to continue on the DDA  
Mike DeVore has agreed to continue on the Fire Authority  
Perry Beachum has agreed to continue on LARA

By general consensus, the Council agreed to the reappointments.

9. **COUNCIL COMMENTS**

Councilmember Groves encouraged people to vote on November 2, 2021.

Councilmember Chambers wished everyone good luck on election day.

10. **ADJOURNMENT.**

IT WAS MOVED BY SALWEDEL to adjourn at 7:43 p.m.

DATE:

APPROVED:

---

Mike DeVore, Mayor

---

Sue Ullery, Lowell City Clerk