

Regular Meeting of the Howell City Council
Monday January 11, 2016
Howell City Council Chambers – Lower Level
611 E. Grand River
Howell, Michigan 48843
517-546-3502

1. The regular meeting of the Howell City Council was called to order by Mayor Nick Proctor at 7:00 p.m.

Council Members Present: Robert Ellis, Jeff Hansen, Jan Lobur, Michael Mulvahill, Steven Manor and Mayor Nick Proctor.

Council Member Absent: Scott Niblock.

Also Present: City Manager Shea Charles and City Clerk Jane Cartwright.

Others in Attendance: Police Chief George Basar, Finance Director/Treasurer Catherine Stanislawski, Deputy Police Chief Scott Mannor, Community Development Director Tim Schmitt, IT Director Mike Pitera, DPW Superintendent Marcel Goch, DDA Director Cathleen Edgerly, Police Officer Derek Burke, Police Officer Renae Small, Police Officer Aleshia Vallance, Police Sergeant David Fogo, Kate Litwin, John Davis, Dorothy Mulvahill.

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVED MINUTES:**

MOTION by Ellis, SUPPORT by Lobur, “To approve the minutes of the regular meeting of the City Council held December 21, 2015.” MOTION CARRIED (6-0).

MOTION by Ellis, SUPPORT by Lobur, “To approve the minutes of the executive session held December 21, 2015.” MOTION CARRIED (6-0).

4. **CITIZENS’ COMMENTS**

- None.

5. **REPORTS – COUNCIL MEMBERS SERVING ON COMMISSIONS**

- DDA Director Cathleen Edgerly introduced new Board President Brian Walker. Mr. Walker has been a volunteer and member of the board for many years. She also reported on the festivities planned for the February 20th Lunar New Year event.

6. **COUNCIL CORRESPONDENCE**

- None.

7. **PRESENTATION – LIFE SAVING AWARDS**
Mayor Proctor stated that the City of Howell has some of the best municipal workers in Michigan and a top notch Police Department, and he couldn't be more proud of the actions taken by Police Officers on December 21, 2015 to evacuate residents from an apartment complex fire. Mayor Proctor read and presented letters of accommodation to Police Officer Derek Burke, Police Officer Renae Small & Police Officer Aleshia Vallance for their display of professional excellence resulting in saving of a human life.
8. **APPROVED – NOTICE OF INTENT RESOLUTION NO. 16-01, 2016 CAPITAL IMPROVEMENT BONDS**
MOTION by Manor, SUPPORT by Ellis, "To adopt the Notice of Intent Resolution No. 16-01, 2016 Capital Improvement Bonds." Member Manor explained the City was preparing a section of town for growth and economic development with upgrades to Parking Lot #4 & alley and Parking Lot #2. The DDA will be asked to reimburse the City for the debt associated with this project once their financial picture improves. Mayor Proctor suggested Council consider a modest increase in the bond issuance to complete an additional project. City Manager Charles indicated deviation to the project description would require another notice of intent resolution. He recommended approving Resolution 16-01 as presented with the option of a secondary resolution at a later date; if additional projects are added, the bond issuance could be combined. MOTION CARRIED (6-0).
9. **APPROVED – AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAX**
MOTION by Manor, SUPPORT by Lobur, "To approve the 2016 Agreement for Collection of Summer School Property Tax with Howell Public Schools." MOTION CARRIED (6-0).
10. **APPROVED – 2016 SEMCOG MEMBERSHIP**
MOTION by Ellis, SUPPORT by Manor, "To approve the 2016 SEMCOG membership dues in the amount of \$1,188." MOTION CARRIED (6-0).
11. **APPROVED PAYMENT OF BILLS**
MOTION by Ellis, SUPPORT by Hansen, "To approve payment of bills ending January 11, 2016 in the amount of \$608,793.16 and payroll to cover the period ending January 23, 2016." MOTION CARRIED (6-0).
12. **CITY MANAGER'S REPORT**
 - Schedule January 14, 2016 Budget Work Session & February 11, 2016 Retreat Follow up Session. Council concurred to hold the January 14, 2016 Budget Work Session at 6:00 p.m. at City Hall. The February 11, 2016 Retreat Follow up Session will be held at the Howell Carnegie Library Meabon Room starting at 8:30 a.m. Council was asked if they would like to

receive additional information on particular topics for the retreat. An updated Financial Forecast will be provided prior to the January 14th budget work session.

- The annual Chamber recognition dinner is scheduled for Thursday January 21, 2016. Please contact the City Clerk if you would like to attend.

13. OLD BUSINESS

- None.

14. NEW BUSINESS

- MOTION by Mulvahill, SUPPORT by Hansen, “To excuse Member Niblock from the January 11, 2016 meeting due to business travel.” MOTION CARRIED (6-0).

15. EXECUTIVE SESSION – CITY MANAGER’S PERFORMANCE REVIEW

7:22 p.m. MOTION by Hansen, SUPPORT by Ellis, “To adjourn to executive session to conduct a review of the City Manager’s performance with a roll call vote.” Lobur – yes, Hansen – yes, Mulvahill – yes, Ellis – yes, Manor – yes, Proctor – yes. MOTION CARRIED (6-0).

7:43 p.m. MOTION by Ellis, SUPPORT by Hansen, “To reconvene the regular meeting.” MOTION CARRIED (6-0).

MOTION by Manor, SUPPORT by Hansen, “To approve an increase in the City Manager’s base salary by 2.5% and increase in car allowance by \$500 effective January 1, 2016.” MOTION CARRIED (6-0).

16. ADJOURN

MOTION by Ellis, SUPPORT by Hansen, “To adjourn the regular meeting of the City Council at 7:44 p.m.” MOTION CARRIED (6-0).

Steven L. Manor, Mayor Pro-Tem

Jane Cartwright, City Clerk