

**Regular Meeting of the Howell City Council  
Monday March 28, 2016  
Howell City Council Chambers – Lower Level  
611 E. Grand River  
Howell, Michigan 48843  
517-546-3502**

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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, Steven Manor, Michael Mulvahill, and Mayor Nick Proctor.

Council Members Absent: Jeff Hansen, Jan Lobur & Scott Niblock.

Also Present: City Manager Shea Charles, City Attorney Dennis Perkins, and City Clerk Jane Cartwright.

Others in Attendance: Police Chief George Basar, Finance Director/Treasurer Catherine Stanislawski, Community Development Director Tim Schmitt, DPW Superintendent Marcel Goch, IT Director Mike Pitera, John & Caron Davis, Susie Hill, John Pearce.

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVED MINUTES:**

MOTION by Ellis, SUPPORT by Mulvahill, “To approve the minutes of the regular meeting of the City Council held March 14, 2016 as presented.” MOTION CARRIED (4-0).

MOTION by Ellis, SUPPORT by Mulvahill, “To approve the minutes of the executive session held March 14, 2016.” MOTION CARRIED (4-0).

MOTION by Ellis, SUPPORT by Mulvahill, “To approve the minutes of the special meeting held March 21, 2016.” MOTION CARRIED (4-0).

4. **CITIZENS’ COMMENTS**

- John Davis, 907 Meadowlark, questioned the status of the old Clark gas station at Grand River & Barnard and also expressed concern with a low hanging wire and leaning electric pole on the north side of the post office. City Manager Charles indicated the City was waiting for the new gas station owners to go through the site plan review process. DPW Superintendent Goch noted that DTE has been contacted regarding the electric pole.

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

- Mayor Proctor reported on the Howell Area Fire Authority Meeting held March 16, 2016. Two new trucks were purchased and picked up, emergency siren testing will resume on the first Saturday in April, a statewide tornado testing and drill will be held April 13<sup>th</sup> at 1:30 p.m., and the board discussed a future addition to the main fire station for the storage of vehicles and records.
- Mayor Proctor reported on the DDA meeting held March 23, 2016. Prior to the regular meeting, the Board discussed the Capital Improvement Plan with Community Development Director Schmitt. The regularly scheduled May meeting was rescheduled to May 26, 2016 due to staff attending the Michigan Main Street Awards in Wisconsin. A joint meeting of all 4 committees was held on March 16, 2016; Mayor Proctor stated he was very impressed with the dedication of volunteers. He also reported the Applause awards are scheduled for April 19<sup>th</sup> at 6:00 p.m.; the State of Michigan has recognized the incorporation status of the Main Street which is the first step in obtaining non-profit status; the Kellogg Foundation will be sponsoring flower pots downtown; and the DDA will have a summer Intern.
- Community Development Director Schmitt reported on the March 16, 2016 Planning Commission meeting. Approved the site plan for the Chem Trend addition, and changes to Firewood Grill including an outdoor seating area. The Joint City/Howell Township Planning Committee also met and did not recommend approval of the rezoning request for Crossroads Town Center; the application will now move forward to the Planning Commission for official review prior to final action by the City Council.
- Member Manor reported on the SEMCOG General Assembly Meeting. He was elected as the City/Village Executive Committee representative for Livingston County, and Mayor Proctor was elected on the alternate. The General Assembly Meeting focused on the aspects of technology and its impact and was held at Macomb Community College which has an extensive technology training program.

**6. COUNCIL CORRESPONDENCE**

- None.

**7. APPROVED – 2016/2017 HOWELL AREA FIRE AUTHORITY BUDGET**

MOTION by Ellis, SUPPORT by Manor, “To approve the 2016/2017 Howell Area Fire Authority Budget.” Mayor Proctor gave an overview of the proposed budget including 2% wage increases, weekend staffing at the main station (May-September), replacement of self contained breathing apparatus, and driveway apron/bay floor repairs at the Cohoctah station. MOTION CARRIED (4-0).

**8. DISCUSSED – EAST CLINTON STREET GRANT FUNDING**

Staff is recommending that the MAP-21 funding be deferred at this time due to limited resources to provide the 50% match in the amount of \$1.1 million. Staff can resubmit the project in the next 2 to 3 years. Council agreed that although the

repairs were needed, consensus was that the \$1 million grant did not provide enough funding to move forward with the project.

**9. DISCUSSED – 2016 STREET LIGHTING CONVERSION TO LED**

City Manager Charles presented the cost proposal of \$56,085 to convert the remaining 219 Mercury Vapor lights to LED. The annual savings is estimated at \$12,505 with a payback period of 4.5 years. Also discussed was the conversion of High Pressure Sodium lights however not recommended due to higher upfront costs and longer payback period. If the Mercury Vapor conversion is completed prior to June 30, 2016, the cost would be paid from the General Fund fund balance; or the project would be budgeted in the 2016/2017 fiscal year. Mayor Proctor expressed concern with the timing to add the project to the 2016/2017 budget noting the list of projects was already established during the retreat. Discussion followed and Council concurred to defer action until a full Council was present and the 2016/2017 budget is finalized.

**10. APPROVED PAYMENT OF BILLS**

MOTION by Mulvahill, SUPPORT by Ellis, “To approve payment of bills ending March 28, 2016 in the amount of \$440,948.89 and payroll to cover the period ending April 2, 2016.” MOTION CARRIED (4-0).

**11. CITY MANAGER’S REPORT**

- The City’s Arbor Day celebration is scheduled for April 29, 2016. DPW is looking for City Council members to participate.
- Thanked Council members for participating in the MML Capital Conference noting when Council is informed on State issues, there is a better decision process. MML will be bringing forth a very specific action plan to start looking at ways to mitigate budget disparities.

**12. OLD BUSINESS**

- Member Mulvahill questioned the status of the parking lot #4 & alley design. City Manager Charles stated the plans will be available Friday afternoon for Council to review.
- Mayor Proctor noted the presentation on County transportation issues was moved to a future agenda when a full Council would be present.

**13. NEW BUSINESS**

- MOTION by Manor, SUPPORT by Mulvahill, “To excuse members Jan Lobur, Jeff Hansen & Scott Niblock from the March 28, 2016 meeting due to vacation.” MOTION CARRIED (4-0).
- Mayor Proctor requested bicycle regulations for downtown be placed on a future Council agenda for discussion. Member Manor indicated the Howell Rotary Club was also working on this issue and noted he was unable to find a City Ordinance pertaining to bicycle regulations. Discussion followed. Susie Hill, 822 Spring Street, expressed concern with allowing people to ride bikes on sidewalks downtown.

- Mayor Proctor referenced correspondence from the Arbor Day Foundation naming the City of Howell as a Tree City for 2015.

**14. ADJOURN**

MOTION by Mulvahill, SUPPORT by Ellis, “To adjourn the regular meeting of the City Council at 7:48 p.m.” MOTION CARRIED (4-0).

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Nick Proctor, Mayor

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Jane Cartwright, City Clerk