

Regular Meeting of the Howell City Council
Monday, May 9, 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, Jan Lobur, Michael Mulvahill, Steve Manor and Mayor Nick Proctor.

Council Members Absent: Jeff Hansen, Scott Niblock.

Also Present: City Manager Shea Charles, City Attorney Dennis Perkins, and Deputy City Clerk Deanna Robson.

Others in Attendance: Police Chief George Basar, Finance Director/Treasurer Catherine Stanislawski, Assessor Joey Lentine, DPS Director Erv Suida, WWTP Operations Manager Michael Spitler, Community Development Director Tim Schmitt, IT Director Mike Pitera, Pat Convery, Stewart Howe, Michelle Tokan, Thomas Lobur, John and Caron Davis, Paul Streng and Jeannette Ambrose.

2. **PLEDGE OF ALLEGIANCE**

Mayor Proctor introduced and welcomed new City Assessor, Joey Lentine.

3. **APPROVED MINUTES:**

MOTION by Lobur, SUPPORT by Mulvahill, “To approve the minutes of the regular meeting of the City Council held April 25, 2016.” MOTION CARRIED (5-0).

MOTION by Lobur, SUPPORT by Mulvahill, “To approve the minutes of the executive session held April 25, 2016.” MOTION CARRIED (5-0).

9. **APPROVED – RESOLUTION NO. 16-08, STEWART HOWE (taken out of order)**

Mayor Proctor invited Paul Streng, Chairman of the Planning Commission, for the presentation of the resolution. The Mayor read the resolution and thanked Stewart Howe for his service to the City, adding that he will be missed on the Planning Commission.

MOTION by Manor, SUPPORT by Ellis, “To adopt Resolution No. 16-08, In Recognition and Profound Appreciation of Distinguished Service by Stewart Howe.” MOTION CARRIED (5-0).

4. **PUBLIC HEARING: 2016/2017 BUDGET & TRUTH IN TAXATION**

Mayor Proctor opened the public hearing at 7:06 p.m.

No comments from the public.

Mayor Proctor closed the public hearing at 7:07 p.m.

5. **CITIZENS’ COMMENTS**

- None.

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

- Member Ellis informed Council that the Howell Area Parks & Recreation Authority held a special meeting last week regarding a proposed land lease from Cleary University for the Recreation Authority to build a 45,000 sq. ft. community center with room for parking next to Cleary’s campus. Construction would be financed via the proposed millage and on site recreation facilities would be shared between Cleary and HAPRA. The Teen Center is being planned for the Bennett Center, and the senior center is being proposed at the new facility.
- Mayor Proctor stated that there was a DDA meeting on April 27th: the Holly Candle Shop moved out but candles can still be purchased online; Cathleen Edgerly informed the Board of the water leak in front of the DDA building; Rock the Block starts in June and is almost fully funded; and City Manager Shea Charles provided updates regarding parking lots #2 and #4.

7. **COUNCIL CORRESPONDENCE: CITIZENS’ CLIMATE LOBBY**

Mayor Proctor introduced the agenda item stating that Citizens’ Climate Lobby previously approached Council seeking endorsement regarding climate change action. Discussion followed regarding different levels of endorsements, and Council concurred to acknowledge the issue and support the effort via signing the Community Leader’s Letter to Congress: Organization/Individual Endorsing Action on Climate Change. MOTION by Manor, SUPPORT by Ellis, “To endorse the Citizens’ Climate Lobby Community Leader’s Letter to Congress: Organization/Individual Endorsing Action on Climate Change.” MOTION CARRIED (5-0).

8. **APPROVED – CIVIC EVENT APPLICATIONS:**

- A. Farmers Market, Sundays May – October, 2016. MOTION by Lobur, SUPPORT by Ellis, “To approve the Civic Event application submitted by the Howell Area Chamber of Commerce for Farmers Market, Sundays May through October, 2016.” MOTION CARRIED (5-0).

- B. Corpus Christi Procession, May 28, 2016. MOTION by Ellis, SUPPORT by Lobur, "To approve the Civic Event application submitted by St. Joseph Roman Catholic Church scheduled for May 28, 2016 incorporating staff comments and authorize amplified music under Section 652.06(c)(5) ending at 7:30 p.m." Council confirmed that there will be no expense to the City and that streets will not need to be barricaded. MOTION CARRIED (5-0).
- C. Memorial Day Parade, May 30, 2016. MOTION by Ellis, SUPPORT by Lobur, "To approve the Civic Event application submitted by the American Legion Post 141 for the Memorial Day Parade scheduled for May 30, 2016." Council confirmed that the expense to the City is a result of barricades that must be placed 48 hours in advance and removed after the event. MOTION CARRIED (5-0).
- D. Balloon Festival Media Night, June 15, 2016. MOTION by Lobur, SUPPORT by Ellis, "To approve the Civic Event application submitted by the Howell Area Chamber of Commerce for Balloonfest Media Night scheduled for June 15, 2016." MOTION CARRIED (5-0).
- E. Balloon Festival, June 24-26, 2016. MOTION by Ellis, SUPPORT by Mulvahill, "To approve the Civic Event application submitted by the Howell Area Chamber of Commerce for Balloonfest scheduled for June 24–26, 2016 including the use of Howell City Park for morning & evening targets, and incorporating staff comments." Howell Chamber President Pat Convery thanked Council for their support, also stating that this is a wonderful event that brings many people to the City. MOTION CARRIED (5-0). MOTION by Ellis, SUPPORT by Mulvahill, "To approve the permit for fireworks display as presented by the Howell Area Chamber of Commerce." MOTION CARRIED (5-0).
10. **APPROVED – RESOLUTION NO. 16-09, 2016/2017 BUDGET ADOPTION**
MOTION by Manor, SUPPORT by Ellis, "To adopt Resolution No. 16-09, approval of the 2016-2017 City of Howell Budget and approving an operational millage rate of 15.8136 and Garbage Millage rate of 1.2 mills." Member Manor noted that the millage was two tenths of a mill less than previously proposed. City Manager Charles explained that the change was a result of the Headlee rollback due to growth in values of uncapped properties as compared to a low CPI; and that most communities in Livingston County are experiencing a similar rollback. MOTION CARRIED (5-0).
11. **APPROVED – NEW BUILDING AT CITY OF HOWELL FIRE STATION**
MOTION by Lobur, SUPPORT by Mulvahill, "To approve for the Howell Area Fire Authority to construct a new pole barn storage building on the City property at 1211 East Grand River Avenue, subject to Planning Commission approval of the Site Plan and Special Land Use request for the site." Mayor Proctor noted that the proposed building will be located behind the main fire station on Grand River and will be used to store vehicles and files. MOTION CARRIED (5-0).

12. APPROVED – COUNCIL CHAMBERS PRESENTATION EQUIPMENT

MOTION by Mulvahill, SUPPORT by Manor, “To approve the purchase of the Sound Engineering Media Presentation System for an amount of \$13,448.00.” Discussion followed regarding the budgeted amount versus actual cost of the project; the impact to the General Fund balance; the need for technological improvement in Council Chambers; anticipated utilization of the equipment for Planning Commission, Board of Zoning Appeals and DDA meetings; additional uses such as employee training and an emergency operations center; and the higher resolution and mobility of the proposed equipment. MOTION CARRIED (5-0).

13. AWARDED BIDS/PURCHASES:

A. Parking Lot #4 & Alley, Springline Excavating LLC, \$955,879.51

MOTION by Manor, SUPPORT by Mulvahill, “To award the Parking Lot #4 Reconstruction project to Springline Excavating, LLC of Detroit, MI as a unit price contract for an amount of \$955,879.51.” Member Manor commented that the project has been discussed and debated over the past two years, and he urged Council to move forward with the reconstruction. MOTION CARRIED (5-0).

B. WTP North Elevated Tank, Ground Storage Reservoir and Clearwell Ground Storage Inspection, Nelson Tank Engineering, \$6,250

MOTION by Ellis, SUPPORT by Mulvahill, “To award the Tank Inspection Contract to Nelson Tank Engineering and Consulting to inspect and report on all three storage tanks and reservoirs in the City for an amount not to exceed \$6,250.00.” Council confirmed that the contract is for the inspection only; DPS Director Suida added that the contractor will provide a detailed inspection report including any necessary maintenance; no problems are anticipated; and inspections are strongly recommended by the EPA and MDEQ every 5 years. MOTION CARRIED (5-0).

14. APPROVED PAYMENT OF BILLS

MOTION by Mulvahill, SUPPORT by Ellis, “To approve payment of bills ending May 9, 2016 in the amount of \$136,477.98 and payroll to cover the period ending May 14, 2016.” Member Lobur questioned the pest control charges. MOTION CARRIED (5-0).

15. CITY MANAGER’S REPORT

- Preliminary designs on Parking Lot #2 have resulted in higher costs than anticipated; City engineers are looking at alternatives and options will be presented at the next regular Council meeting; input is needed from Council and the DDA Board for August/September construction; and approximately 30 spaces can be added using the area from the purchase on Center Street.
- The City has already received calls/complaints about boats on Thompson Lake this season. Residents are now being encouraged to contact the Livingston County Sheriff Department and the Board of Commissioners

directly regarding marine law enforcement because half of the lake is located in Oceola Township. Mayor Proctor commended Police Chief Basar and City Manager Charles for coordinating the communication, and added that the County has the structure and equipment to enforce marine law on the lake. Discussion followed regarding staffing at the boat launch and the role of the staffer; on site signage; and drafting an ordinance to allow the City to revoke individual launching privileges if too many complaints are received. Jeannette Ambrose, 425 N. National, stated that she resides on the lake and feels it would be helpful to post concern/issue contact information at the boat launch.

16. OLD BUSINESS

- Member Lobur inquired about the repairs at City Hall. City Manager Charles responded that work on the West stairway has been completed; and the engineers have been monitoring the movement of the cracks in the walls and have confirmed that there was movement last month but none this month. The project is on schedule to be completed in six weeks.
- Mayor Proctor paid tribute to the following:
 - Commended the Police Department for their involvement in a recent event at Howell High School.
 - Praised the Howell High School Interact Club (sponsored by the Howell Rotary) for giving back to the community through their recent Senior Survivor fundraiser of almost \$56,000 for Stiggy's Dogs veterans' charity.
 - Noted that two students from Hutchings Elementary and one student from Voyager Elementary recently earned 1st through 3rd place in the Howell Public Schools 5th Grade spelling bee.
 - Thanked WHMI and the Livingston Daily Press & Argus for their coverage of the Howell Public Schools Senior Survivor fundraiser.
 - Congratulated Howell High School technology students for earning 1st place at a Regional Competition.
- Member Manor thanked Mayor Proctor for his announcements and voiced his agreement and support.

17. NEW BUSINESS

- MOTION by Ellis, SUPPORT by Lobur, "To excuse Member Hansen due to a family event and Member Niblock due to business travel from the May 9, 2016 meeting." MOTION CARRIED (5-0).
- Mayor Proctor stated that the City of Howell, as well as many other municipalities, is under stress due to a broken fiscal model, underfunding, and reductions in revenue sharing. He stated that Council needs to make some difficult decisions and asked the City Manager to provide several dates for a special meeting and public outreach before the summer months. Council concurred.

18. EXECUTIVE SESSION – PENDING LITIGATION

- 7:58 p.m. MOTION by Ellis, SUPPORT by Manor, “To adjourn to executive session to discuss pending litigation with a roll call vote.” Mulvahill – yes, Ellis – yes, Manor – yes, Lobur – yes, Proctor - yes. MOTION CARRIED (5-0).
- 8:30 p.m. MOTION by Mulvahill, SUPPORT by Manor, “To reconvene the regular meeting.” MOTION CARRIED (5-0).

19. ADJOURN

MOTION by Manor, SUPPORT by Ellis, “To adjourn the regular meeting of the City Council at 8:30 p.m.” MOTION CARRIED (5-0).

Nick Proctor, Mayor

Deanna Robson, Deputy City Clerk