

Regular Meeting of the Howell City Council
Monday, August 22, 2016
Bennett Recreation Center
925 W. 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: Jeff Hansen, Michael Mulvahill, Scott Niblock, Steven Manor and Mayor Nick Proctor.

Council Members Absent: Jan Lobur, Robert Ellis.

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 Timothy Schmitt, DPW Superintendent Marcel Goch, WWTP Operations Manager Michael Spitler, Recreation Director Paul Rogers, Tom Richardson.

2. **PLEDGE OF ALLEGIANCE**

Mayor Proctor commended the Howell Area Parks & Recreation Authority, Director Paul Rogers, Festival Coordinator Katie Deatherage, the entire HAPRA staff along with the assistance of City DPW & Police Departments for a successful Melon Festival.

3. **APPROVED MINUTES**

MOTION by Manor, SUPPORT by Mulvahill, "To approve the minutes of the regular meeting of the City Council held August 8, 2016." MOTION CARRIED (5-0).

4. **CITIZENS' COMMENTS**

- Recreation Director Paul Rogers thanked the City for all their assistance with Melon Festival noting that the DPW & Police were phenomenal. He stated it takes the assistance of the City of Howell to make them successful and he recognized the costs associated with the City's contributions; the HAPRA staff also did an amazing job.

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

- Mayor Proctor reported on August 17, 2016 Howell Area Fire Authority meeting. The board received a report on a large fire, and it was announced

that the National Guard is moving out of the Howell facility on Isbell Street. They will use the building for their headquarters and communication facility.

- Mayor Proctor reported on the August 16, 2016 Howell Area Parks & Recreation Authority meeting. They held their organizational/election of officers meeting; all positions will remain the same for now however the chairman position will change in November with the results of the August Primary in Genoa Township; board meetings will continue on a monthly basis; and the deficit elimination plan was approved by the Department of Treasury. They also received an overview of Melon Festival, and reviewed financial reports. Volunteers from Sunrise Church completed the interior painting through the United Way Day of Caring; Home Depot donated the paint.
- Mayor Proctor reported on the August 17, 2016 Planning Commission meeting. Held a public hearing and approved the site plan/special land use for the fueling station rehabilitation at 401 E. Grand River; approved the site plan for Regal Automotive and waived citations issued to the owner in exchange for removal of the advertising trailer (located in Marion Township) visible from I-96; received an update on the Parking Lot #2 project; discussed the proposed micro-alcohol ordinance and the Planning Commission Membership ordinance (refer to item 12); received a status update on Howell Estates; reviewed the Howell Township Master Plan and will request correction of the maps with city property included; and approved the 2017 meeting dates.

6. COUNCIL CORRESPONDENCE

None.

7. APPROVED – CIVIC EVENT APPLICATION, CROP WALK, OCTOBER 2, 2016

MOTION by Hansen, SUPPORT by Manor, “To approve the Civic Event application submitted by Howell Area Churches for the Howell Area Crop Hunger Walk scheduled for October 2, 2016 incorporating the staff comments that all signs must be removed at the conclusion of the event.” MOTION CARRIED (5-0).

8. APPROVED – BIOSOLIDS MANAGEMENT SERVICE AGREEMENT EXTENSION, SYNAGRO CENTRAL

MOTION by Hansen, SUPPORT by Mulvahill, “To award Synagro Central LLC the five year extension as Amendment #1 to the current agreement for the removal of Biosolids at the City of Howell’s Waste Water Treatment Plant.” MOTION CARRIED (5-0).

9. APPROVED – FIRST MERIT BANK LEASE EXTENSION

MOTION by Manor, SUPPORT by Hansen, “To approve as to form the Fourth Amendment to Lease between First Merit and the City of Howell for a five year period.” Discussion followed regarding clarification of paragraph 6, replacement

language for Section 20 (c) of the December 1991 lease agreement. MOTION CARRIED (5-0).

10. APPROVED – NLC SERVICE LINE WARRANTY AMENDED AGREEMENT

Council questioned the status of the original action which approved the licensing agreement in July 2015. City Attorney Perkins stated that if Council votes to approve the amended agreement, it will revoke the action taken last year. MOTION by Manor, SUPPORT by Hansen, “To approve as to form the license agreement between the City of Howell and Service Line Warranties of America.” MOTION CARRIED (5-0).

11. APPROVED – DESIGNATION OF VOTING DELEGATES, MML ANNUAL MEETING

MOTION by Hansen, SUPPORT by Mulvahill, “To appoint Steve Manor as the voting delegate and Shea Charles as the alternate voting delegate to represent the City of Howell at the September 14, 2016 MML Annual Meeting.” MOTION CARRIED (5-0).

12. APPROVED – ORDINANCE NO. 909, PLANNING COMMISSION MEMBERSHIP

MOTION by Hansen, SUPPORT by Mulvahill, “To adopt Ordinance No. 909, Planning Commission Membership.” Mayor Proctor stated that City Manager Charles has been a significant contributor to the Planning Commission and he will continue to do so even though he will no longer be a voting member. MOTION CARRIED (5-0).

13. APPROVED – 2017 MEETING SCHEDULE

MOTION by Mulvahill, SUPPORT by Hansen, “To approve the 2017 City Council Meeting Schedule for the 2nd & 4th Monday of each month with the exception of November & December being the 1st & 3rd Monday.” MOTION CARRIED (5-0).

14. DISCUSSED – RESOLUTION NO. 16-20, CONTINUATION OF THE HOWELL AREA PARKS & RECREATION AUTHORITY

Mayor Proctor requested to defer action on the proposed resolution until Council representative Bob Ellis was present and after the Council held their budget strategy work session. It was noted that the HAPRA Articles of Incorporation require a decision by November 2, 2016, 90 days after the failure of a millage election. Discussion followed in support of moving forward with the Recreation Authority however it may require a shift in financial resources as the City developments budget allocations. MOTION by Manor, SUPPORT by Hansen, “To postpone action on Resolution No. 16-20 until the September 12, 2016 meeting.” Discussion continued and it was noted that all precincts in the City voted in favor of the millage request. MOTION CARRIED (5-0).

15. APPROVED – BENNETT CENTER IMPROVEMENTS

MOTION by Hansen, SUPPORT by Niblock, “To authorize the replacement of the Accordion Doors and Kitchen Counter Partition at the Bennett Center with the City of Howell contributing 50% of the cost in the amount of \$5,183.” Recreation Director Rogers stated the new doors are Fire Rated and provide a sound barrier. Additional funding may be needed to make other building improvements in the near future. Staff is working on a grant application for new lighting, and Lowe’s has offered assistance on a building project; possibly remodeling the kitchen. MOTION CARRIED (5-0).

16. APPROVED PAYMENT OF BILLS

MOTION by Hansen, SUPPORT by Mulvahill, “To approve payment of bills ending August 22, 2016 in the amount of \$599,783.53 and payroll to cover the period ending August 20, 2016.” Member Mulvahill questioned Merit Laboratories, Livingston County Press, and Livingston County Treasurer. Mayor Proctor questioned Corrigan Oil. MOTION CARRIED (5-0).

17. CITY MANAGER’S REPORT

- Commended the 2016 Melon Festival noting it ran very smoothly, and recognized the DPW and Police Departments for their efforts.
- Parking Lot #2 project is out for bid; the bid award is expected to be scheduled for the September 12, 2016 meeting.
- Utility companies were working on the conversions today for Parking Lot #4 however it was open during Melon Festival.
- Gave an update on the water damage in the City Hall basement last week due to a sump pump failure and clogged drain line.
- The tentative date for the budget work session is Wednesday September 7, 2016.
- Received notice from DEQ that the City will be awarded the SAW grant (storm water asset management) in November which requires a 10% match. The grant will assist in funding mandated changes to the storm water system.
- Member Manor questioned the damaged trees on S. Michigan. City Manager Charles reported that a car lost control and drove onto the median. After discussing possible solutions, Council requested that staff consult with some experts and come up with a solution that will protect the trees.

18. OLD BUSINESS

- None.

19. NEW BUSINESS

- MOTION by Hansen, SUPPORT by Mulvahill, “To excuse members Bob Ellis and Jan Lobur from the August 22, 2016 meeting due to vacation.” MOTION CARRIED (5-0).

20. ADJOURN

MOTION by Hansen, SUPPORT by Mulvahill, “To adjourn the regular meeting of the City Council at 7:45 p.m.” MOTION CARRIED (5-0).

Nick Proctor, Mayor

Jane Cartwright, City Clerk