

Regular Meeting of the Howell City Council
Monday, February 13, 2017
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, Scott Niblock, Michael Mulvahill, and Mayor Nick Proctor.

Council Member Absent: Steven Manor

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, DPS Director Erv Suida, Community Development Director Tim Schmitt, DPW Superintendent Marcel Goch, Assessor Joey Lentine, IT Director Mike Pitera, WWTP Operations Manager Mike Spitler, DDA Director Cathleen Edgerly, Outreach Coordinator Kate Litwin, Recreation Director Paul Rogers, Nikolas Hertrich, Hans & Vicky Hertrich, Jacob Schlittler, Caron Davis, Marianne Sanfilippo.

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVED MINUTES**

MOTION by Ellis, SUPPORT by Hansen, “To approve the minutes of the regular meeting of the City Council held January 23, 2017 as amended.” Clerk Cartwright indicated the motion excusing Member Niblock was made by Member Hansen (page 6, item 23); the correction has been made. MOTION CARRIED (6-0).

MOTION by Ellis, SUPPORT by Hansen, “To approve the minutes of the Work Session of the City Council held January 24, 2017.” MOTION CARRIED (6-0).

4. **CITIZENS’ COMMENTS**

- None.

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

- Member Proctor reported on the DDA budget session and regular meeting held on January 25, 2017. The National Main Street Conference will be held in Pittsburgh, May 1-3; Lunar New Year was held on February 4th, and they are preparing for the Applause Awards.

6. **COUNCIL CORRESPONDENCE**
 - Cub Scout Pack 3363, Waiver of Pavilion Rental Fee. MOTION by Ellis, SUPPORT by Hansen, “To approve the waiver of pavilion rental fees for May 20, 2017, 11:30 a.m. to 3:30 p.m. as requested by Cub Scout Pack 3363”. MOTION CARRIED (6-0).
7. **APPROVED – AMENDMENT TO SECTION 125 FLEXIBLE BENEFIT PLAN**

MOTION by Lobur, SUPPORT by Ellis, “To adopt the 2017 amended and restated Section 125 Flexible Benefit Plan as presented.” MOTION CARRIED (6-0).
8. **APPROVED – REPAIRS & DELIVERY OF TEMPORARY SLUDGE DEWATERING PRESS AT THE WWTP**

MOTION by Ellis, SUPPORT by Hansen, “To proceed with the repairs to the Dewatering Belt Press as quoted by Sebright which includes transportation from Pepsi to the WWTP facility in the amount of \$21,179.86.” MOTION CARRIED (6-0).
9. **BOAT LAUNCH DOCK REPLACEMENT – REMOVED FROM THE AGENDA**
10. **APPROVED – LETTER OF UNDERSTANDING WITH HOWELL AREA PARKS & RECREATION AUTHORITY, OPERATION OF HOWELL CITY PARK GUARD BOOTH, BEACH FRONT & BOAT LAUNCH**

MOTION by Ellis, SUPPORT by Hansen, “To approve the Letter of Understanding between the City of Howell and Howell Area Parks & Recreation Authority to operate the City Park Guard Booth, Beach Front & Boat Launch for the summer of 2017 for a management fee of \$45,000.” Mayor Proctor requested that a copy of noise ordinance be distributed at the boat launch. MOTION CARRIED (6-0).
11. **APPROVED – AMENDMENT TO LAKEVIEW CEMETERY RULES**

MOTION by Ellis, SUPPORT by Lobur, “To adopt the Lakeview Cemetery Rules and Regulations with the recommended changes to item (7) of the Lot Purchases and Transfers section.” MOTION CARRIED (6-0).
12. **AWARDED BIDS/PURCHASES:**
 - A. Forklift Transmission, Morrison Industrial Equipment, \$11,805.05. MOTION by Lobur, SUPPORT by Ellis, “To approve the repair of the Sellick forklift with a new transmission and other repairs with Morrison Industrial Equipment, for an amount of \$11,805.05.” DPS Director Suida indicated the forklift is in excellent condition and is only used a couple times per week. With the new transmission, the water plant should be able to use it for another 10 to 15 years. MOTION CARRIED (6-0).

B. Rolling Oaks Pump Replacement, Hydro Dynamics, \$7,358.44. MOTION by Ellis, SUPPORT by Hansen, "To accept the bid from Hydro Dynamics to purchase an ABS pump for Rolling Oaks lift station in the amount of \$7,358.44." MOTION CARRIED (6-0).

13. APPROVED PAYMENT OF BILLS

MOTION by Hansen, SUPPORT by Ellis, "To approve payment of bills ending February 13, 2017 in the amount of \$549,255.09 and payroll to cover the period ending February 18, 2017." Mayor Proctor questioned the vehicle repair and replacement of light poles. MOTION CARRIED (6-0).

14. BOARD/COMMISSION APPOINTMENTS:

A. DDA – Kevin Adamo, term ending 01/02/2018. MOTION by Hansen, SUPPORT by Ellis, "To approve the appointment of Kevin Adamo to the DDA Board for a term ending 01/02/2018." MOTION CARRIED (6-0).

B. CIRAB – Nikolas Hertrich, term ending 06/30/2017 & new term ending 06/30/2021. MOTION by Hansen, SUPPORT by Niblock, "To approve the appointment of Nikolas Hertrich to CIRAB for a term ending 06/30/2017 & a new term ending 6/30/2021." MOTION CARRIED (6-0).

C. Building Authority – Peter VanWinkle, term ending 12/31/2019. MOTION by Hansen, SUPPORT by Mulvahill, "To approve the re-appointment of Peter VanWinkle to the Building Authority for a term ending 12/31/2019." MOTION CARRIED (6-0).

15. CITY MANAGER'S REPORT

- Staff is working hard on preparation of the 2017/2018 Budget; will be sending out a doodle calendar survey to schedule the next budget work session the first part of March.
- The Michigan Association of Chiefs of Police has prepared a brochure on what to do if you are stopped by Police; copies were distributed to Council.
- Staff received a letter from the Attorney representing Gannett Newspapers regarding violations relating to the Green Sheet newspapers left in the public right of way. This has been an ongoing battle over the years and staff has asked that they be placed on private property only. Attorney Perkins is working on a response. Member Hansen requested information on how to cancel the delivery of the Green Sheet.
- Staff received a call last week from Casa De Bella with concerns on parking limits. The parking lot at Walnut & Sibley (behind their business) is an 8 hour lot which makes utilization high, so their customers are parking in the 2 hour lot across the street and receiving tickets. Owner Marianne Sanfilippo was present and stated her appreciation to the City for supporting their business and responding to lighting concerns in the past. She reiterated her concerns over the recent shortage of long-term parking for her customers and the issuance of parking tickets when other lots are utilized. City Manager Charles indicated

staff could monitor the area parking and report back in 2 weeks. In the meantime, it was suggested that parking lot #1 be used as an alternative which allows for 4 hour parking.

16. OLD BUSINESS

- Member Proctor stated the Howell Rotary Club presented a Certificate of Appreciation to the City of Howell for their bike friendly initiatives as part of their Tour De Livingston event.

17. NEW BUSINESS

- MOTION by Ellis, SUPPORT by Hansen, “To excuse member Steven Manor from the February 13, 2017 meeting due to vacation.” MOTION CARRIED (6-0).

18. ADJOURN

MOTION by Hansen, SUPPORT by Ellis, “To adjourn the regular meeting of the City Council at 7:28 p.m.” MOTION CARRIED (6-0).

Nick Proctor, Mayor

Jane Cartwright, City Clerk