

Regular Meeting of the Howell City Council
Monday, February 27, 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, Cemetery Group Leader Mike Luce, DDA Outreach Coordinator Kate Litwin, John & Caron Davis, Andrew Yost, Jeannette Ambrose, Sharon Fisher, Blythe Patterson.

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 February 13, 2017.” MOTION CARRIED (6-0).

4. **CITIZENS’ COMMENTS**

- Jeannette Ambrose, 425 N. National, reported that her neighbor was hit by a car walking down N. National and questioned why the sidewalks do not continue the total length of the street. She also noted the volume of traffic on N. National with the businesses in the area. City Manager Charles reviewed the sidewalk analysis completed when the street was reconstructed including sidewalk waivers and number of trees. Mayor Proctor requested staff take a look at the area and bring back options and recommendations.

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

- Member Lobur reported on the Planning Commission meeting held February 15, 2017. Received a report on Howell Estates indicating 8 of the 10 units have been demolished and clean-up work will continue; approved a land division for 1028 Bower; approved a temporary use and site plan approval with conditions

(including referral to the BZA) to build a groundwater clean-up building at 416 N. National from Gould Electronics; received a copy of the Redevelopment Ready Committees implementation report; approved the change to the bylaws revising the number of members from 9 to 7 to match the recent ordinance change.

- Member Ellis reported on Howell Area Parks & Recreation Authority Board meeting held February 21, 2017. Approved the lease agreement for the new Teen Center; approved the Letter of Agreement with the City of Howell for the operation of the beach and boat launch, tentatively scheduled a strategic planning session for Saturday March 18, 2017; reviewed finances; and discussed revising the bylaws to remove the Howell Schools representative from the Board since they do not intend to participate. The March 21, 2017 meeting may be canceled due to the availability of board members.
- Mayor Proctor reported on the Howell Area Fire Authority Board meeting held February 15, 2017. The Cohoctah Station is transitioning from propane to natural gas; the authority will be transferring the Retiree Health Savings Accounts to MERS; discussed the potential expansion plans to the Main Station in relation to an existing water line; purchased new electronic defibrillators and donated old ones to the High School program.
- Mayor Proctor reported on the DDA Board meeting held February 22, 2017. Howell is the benchmark across the state for Main Street/DDA programs; the Applause Awards is scheduled for April 25, 2017; 100 Friends of Downtown is continuing. Outreach Coordinator Kate Litwin reported on the upcoming retail event that challenges shoppers to visit 5 different downtown businesses over the course of 4 months and spend \$20 to be entered in the \$100 drawing.

6. **COUNCIL CORRESPONDENCE**

- None.

7. **APPROVED – RESOLUTION NO. 17-04, REVISED APPROVAL FOR ABERRANT ALES OPRA APPLICATION**

MOTION by Ellis, SUPPORT by Lobur, “To adopt Resolution No. 17-04 to approve an Obsolete Property Rehabilitation Act application for CDG Holdings LLC for six years for the property at 219 West Grand River (parcel ID#1717-36-307-070) to allow the building to be rehabilitated and Aberrant Ales brewpub to occupy the space.” Community Development Director Schmitt noted the State requested additional language be added to the original resolution which approved the OPRA application. Staff is recommending extending the abatement from 5 to 6 years due to the State removing the brewing area from the abatement. MOTION CARRIED (6-0).

8. **APPROVED – RESOLUTION NO. 17-05, MIDCOURSE CORRECTION CHARITABLE GAMING LICENSE**

MOTION by Lobur, SUPPORT by Mulvahill, “To adopt Resolution No. 17-05, Local Governing Body Resolution for Charitable Gaming License, recognizing

Midcourse Correction Challenge Camp, Inc. as a nonprofit organization operating in the City of Howell.” MOTION CARRIED (6-0).

9. **APPROVED – RESOLUTION NO. 17-06, LIVINGSTON ARTS COUNCIL CLUB LIQUOR LICENSE**

MOTION by Ellis, SUPPORT by Lobur, “To adopt Resolution No. 17-06 recommending approval of the Club Liquor License for the Livingston Arts Council.” MOTION CARRIED (6-0).

10. **APPROVED – AMENDED TRAFFIC CONTROL ORDER NO. 102, PARKING LOT #3**

MOTION by Ellis, SUPPORT by Lobur, “To adopt the modification to Traffic Control Order No. 102, changing the maximum parking time permitted in Parking Lot #3, located to the south of the 100 block of West Grand River Avenue, from two hours to four hours.” MOTION CARRIED (6-0).

11. **APPROVED – BOAT LAUNCH DOCK REPLACEMENT**

MOTION by Ellis, SUPPORT by Hansen, “To authorize the purchase of a skid style dock for Thompson Lake boat launch from Waters Edge Dock and Hoist of Howell Michigan per their proposal, for an amount not exceed \$16,175.” DPS Director Suida indicated the advantages of the new dock noting it would be longer, wider, ADA complaint, and removable which will allow for routine maintenance and protection from the freeze/thaw. Member Mulvahill expressed concern with only receiving one quotation. DPS Director Suida stated the other two sources did not respond and the only other quotation received was for an aluminum, residential grade dock. Discussion followed. MOTION CARRIED (5-1). Member Mulvahill opposed.

12. **APPROVED – ENGAGEMENT FOR LEGAL SERVICES, WWTP & SEWER USE MATTERS, DAVIS & DAVIS LAW OFFICES PLLC**

MOTION by Lobur, SUPPORT by Ellis, “To approve the February 11, 2017 Engagement for Legal Services regarding City of Howell Wastewater Treatment and Sewer Use Matters letter between the City of Howell and Davis & Davis Law Offices PLLC”. City Manager Charles indicated staff is working toward some very complex issues associated with the potential expansion of the WWTP to accommodate Pepsi’s increased discharge and the proposed agreement with the Livingston County Drain Commission to establish a Septage Receiving Station. City Attorney Perkins referenced the qualifications of Davis & Davis and recommended their services. MOTION CARRIED (6-0).

13. **APPROVED – PREFAB BUILDING FOR THE WWTP SLUDGE DEWATERING BELT PRESS**

MOTION by Hansen, SUPPORT by Ellis, “To authorize the purchase of the Prefab building for the WWTP Sludge Dewatering Belt Press from Hamlett Environmental for \$80,346.82.” DPS Director Suida explained that the structure is a unique single source item which will accommodate all the equipment; the price came in \$30,000

under the engineers estimate. The temporary dewatering belt press and associated improvements will be used for 3 to 5 years. Once the permanent solution is in place, the equipment will be sold. City Manager Charles referenced the cost analysis performed and potential savings from moving away from the sludge hauling solution. MOTION CARRIED (6-0).

14. DISCUSSED – ICE GRANT UPDATE

City staff have been working with HRC on the potential scope of the State Street project. A meeting was held with representatives from DTE who indicated a willingness to participate in the project. Potential locations for the new transformer were also reviewed. Since there is not enough space to place utilities, and maintain angle parking with the full two-way street festival design, a meeting is scheduled with Livingston County to discuss expanding the right of way adjacent to the Courthouse. Council questioned the advantages of the full festival street design. City Manager Charles stated it enhances the City's ability to hold special events by providing greater accessibility and flexibility without a curbed street. A colored cement design is envisioned. The two-way street also promotes retail and relieves the right hand turns on N. Michigan. The ICE grant provides 90% funding with a 10% match. The projected cost of the full festival street design is \$1.9 million including engineering. There are still a lot of technical questions to be investigated. The grant deadline is April 7, 2017 therefore staff is looking for consensus on: 1) two-way street; 2) festival street design; and 3) underground utilities. Council expressed consensus on items #2 and #3 however indicated they would like to review the results of the traffic study prior to making a determination on the two-way street design. It was noted that the Veterans Memorial will not be impacted by the potential reconstruction. Staff will continue planning toward the two-way street concept which can always be changed once the results of the traffic study are received. A full decision on the application will be needed at the March 13, 2017 meeting in order to meet the grant deadline.

15. APPROVED PAYMENT OF BILLS

MOTION by Ellis, SUPPORT by Mulvahill, "To approve payment of bills ending February 27, 2017 in the amount of \$490,942.33 and payroll to cover the period ending March 4, 2017." Member Ellis questioned Alchin's Disposal and AMCOMM Telecommunications. MOTION CARRIED (6-0).

16. BOARD/COMMISSION APPOINTMENT – BOARD OF REVIEW ALTERNATE MEMBER, SCOTT PATTON, TERM ENDING 03/01/2021

MOTION by Lobur, SUPPORT by Hansen, "To approve the reappointment of Scott Patton as the alternate member to the Board of Review for a term ending 03/01/2021." MOTION CARRIED (6-0).

17. CITY MANAGER'S REPORT

- The unfortunate fire at Mark's Coney Island is still under investigation. The support received from the City of Howell was very much appreciated.

- Staff is preparing to start the recruitment process of police officers and have contemplated offering an economic incentive for reimbursement of Police Academy tuition fees. The potential cost of the academy is \$6,000 to \$7,500 and the reimbursement would be split in 1/3 increments over 2 years. City Council was supportive of the idea.
- Staff has finalized budget requests; Council will be receiving a doodle calendar request to schedule the next budget work session.
- Recognized DPW Superintendent Marcel Goch for his 20 years of service to the City. He has accepted a position with the City of Brighton. Marcel thanked City Council and staff for their support and indicated he was looking forward to future relationships with the City of Howell in his new position. Mayor Proctor thanked Marcel for his leadership.

18. OLD BUSINESS

- MOTION by Niblock, SUPPORT by Hansen, “To excuse member Steve Manor from the February 27, 2017 meeting due to vacation.” MOTION CARRIED (6-0).

19. NEW BUSINESS

- None.

20. ADJOURN

MOTION by Hansen, SUPPORT by Ellis “To adjourn the regular meeting of the City Council at 8:23 p.m.” MOTION CARRIED (6-0).

Nick Proctor, Mayor

Jane Cartwright, City Clerk