

Regular Meeting of the Howell City Council
Monday, March 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 7:03 p.m.

Council Members Present: Robert Ellis, Jan Lobur, Steven Manor and Mayor Nick Proctor.

Council Members Absent: Jeff Hansen, Michael Mullvahill and Scott Niblock.

Also Present: Police Chief George Basar, City Attorney Dennis Perkins, and City Clerk Jane Cartwright.

Others in Attendance: Finance Director/Treasurer Catherine Stanislawski, DPS Director Erv Suida, Community Development Director Tim Schmitt, DDA Director Cathleen Edgerly, DDA Outreach Coordinator Kate Litwin, John & Caron Davis, Andrew Yost, Jackie Sarich, George Saba, Tony Rutzel, Pat Convery, Dorothy Makowiec, Joe Willett, Jack Bean, Darlene Langlois.

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVED MINUTES**

MOTION by Ellis, SUPPORT by Lobur, “To approve the minutes of the regular meeting of the City Council held March 13, 2017.” MOTION CARRIED (4-0).

4. **CITIZENS’ COMMENTS**

- George Saba, 931 Spring, read a prepared statement reporting on the recent North/South Commuter Rail (WALLY) meeting he attended and expressed concern that the project was not sustainable or viable, there was no projected break-even point, and 99% of the county residents would not use the service.

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

- Member Lobur reported on the March 15, 2017 Planning Commission meeting. Approved the site plan modification for the existing parking lot for Jonna’s Market adding 22 new spaces; approved a new utility building for the WWTP facility to house the temporary sludge press; and approved the Capital Improvement Plan. The Commission would like to move forward with holding joint meetings with the surrounding townships starting with Marion Township due to the D-19 corridor.

- Mayor Proctor reported on the March 15, 2017 Howell Area Fire Authority meeting. Approved the 2017-2018 budget, received a report on the high volume of calls during the recent wind storm, discussed the main station building expansion, and transfer of retiree trust funds to MERS.
- Mayor Proctor reported on the March 22, 2017 Main Street/DDA meeting. President Walker reported on the engagement of the board members with committee and volunteer work; the Applause Awards are scheduled for April 26, 2017; planning has begun for the 3rd annual Rock the Block and they are looking for sponsors; they have begun recruitment for new committee members; Food Truck Rallies are scheduled for May 20th & September 30th; held a ribbon cutting ceremony March 23, 2017 for the new Cello Italian restaurant (formally Diamonds).
- Member Ellis reported on the MML Capital Conference held March 21 & 22, 2017. Heard presentations on potential federal budget cuts that could affect Cities, municipal finance reform campaign entitled “Save MI City”, the workforce housing shortage across the State due to the lack of affordable housing for middle income residents, and Medical Marijuana regulations. The Secretary of State reported on proposed legislation on absentee voting and voter registration regulations, and available grant funding to replace election equipment over the next 2 years.
- Member Manor reported he attended the Livingston EDC visioning session on March 17, 2017 and indicated he would share the report when finalized.

6. **COUNCIL CORRESPONDENCE**

- None.

7. **PUBLIC HEARING – INFRASTRUCTURE CAPACITY ENHANCEMENT (ICE) GRANT APPLICATION, STATE STREET AREA RECONSTRUCTION**

Mayor Proctor opened the public hearing at 7:18 p.m. Community Development Director Schmitt presented the CDBG grant application, available for low to moderate income communities, to reconstruct State Street as a ADA compliant festival street with no curbs, replace aging infrastructure and bury utility lines. The grant is 90% funded with a 10% match and will require the services of a 3rd party administrator due to the complexity of the grant.

Jack Pierce, 1106 Braeview, questioned if the street design would remain one way. Pat Convery, Howell Area Chamber of Commerce President, thanked the City for keeping the Chamber informed on this project and stated they were very supportive and will work with the City on the logistics of the Farmers Market during construction. Jack Bean, 222 N. State Street (Bankers Square Condos), expressed his support to construct a handicapped accessible festival area and questioned the need to maintain the parking spaces. Community Development Director Schmitt indicated the design would allow for that change if desired. Mayor Proctor expressed concern with losing parking capacity. Joe Willett, 4235 Marwood, suggested it might be a good time to install electric charging stations and pedestals

that could also be used for electrical service during festivals. He also referenced the Volkswagen settlement indicating that funds may be available for electrical infrastructure (www.electrifyamerica.com). Community Development Director Schmitt stated the design includes a series of 8 electrical outlets for events and a dual head car charging station. Member Lobur questioned if the electrical service on the County Courthouse property would be upgraded as part of the project. Community Development Director Schmitt indicated County officials have been part of the conversation.

Mayor Proctor closed the public hearing at 7:31 p.m.

8. APPROVED – STATE STREET ICE GRANT

A. Resolution No. 17-07 Authorizing Community Development Block Grant Application, Infrastructure Capacity Enhancement (ICE), State Street Area Reconstruction. MOTION by Lobur, SUPPORT by Ellis, “To adopt Resolution No. 17-07, Authorizing Resolution for Community Development Block Grant, Infrastructure Enhancement Capacity Enhancement (ICE) Competitive Funding Round Grant Application for the State Street Area Reconstruction.” Community Development Director Schmitt indicated this was the first step in the process. The application is based on the current estimates; staff may ask Council to reconvene next week once plans are received if something substantial changes. MOTION CARRIED (4-0).

B. Preliminary Capital Improvements Plan 2017 - 2022. MOTION by Lobur, SUPPORT by Manor, “To approve the preliminary 2017 – 2022 Capital Improvement Plan.” This document will be included in the budget. MOTION CARRIED (4-0).

C. Preliminary Community Development Plan. MOTION by Lobur, SUPPORT by Ellis, “To approve the preliminary Community Development Plan.” MOTION CARRIED (4-0).

D. ICE Grant Application, State Street Area Reconstruction. MOTION by Ellis, SUPPORT by Lobur, “To approve the ICE Grant application for the State Street Area reconstruction.” Staff will finalize the application and Resolution 17-07 authorizes the Mayor to sign once completed. Staff expects a decision on the application on May 5, 2017. MOTION CARRIED (4-0).

9. APPROVED – HOWELL AREA FIRE AUTHORITY 2017-2018 BUDGET

MOTION by Ellis, SUPPORT by Lobur, “To approve the 2017-2018 Howell Area Fire Authority Budget.” MOTION CARRIED (4-0).

10. APPROVED – DDA/MAIN STREET TRANSITION AGREEMENT

MOTION by Ellis, SUPPORT by Lobur, “To approve the agreement by and among the City of Howell, Howell Main Street, Inc., and the Downtown Development Authority of the City of Howell to provide economic development, historic

preservation, and promotion of downtown Howell.” Mayor Proctor noted this agreement is a product of the 501c3 status for Main Street Inc. City funding will diminish once Main Street is self-sustaining. He also encouraged donations to Main Street to continue their good work for downtown. MOTION CARRIED (4-0).

11. APPROVED PAYMENT OF BILLS

MOTION by Manor, SUPPORT by Ellis, “To approve payment of bills ending March 27, 2017 in the amount of \$453,803.66 and payroll to cover the period ending April 1, 2017.” MOTION CARRIED (4-0).

12. CITY MANAGER’S REPORT

- Chief Basar reported the sewer repair on W. Clinton has begun and is scheduled to be completed on Friday.
- The Howell Police Department along with Brighton and the Sheriff’s Department received donations of books and stuffed animals for children involved in traumatic experiences from Us Born Books.
- Mayor Proctor reported that City Manager Charles and Finance Director Stanislawski have been working through the significant challenges presented with balancing the 2017/2018 budget. Finance Director Stanislawski indicated the budget documents will be presented to Council on April 10, 2017.

13. OLD BUSINESS

- Member Manor questioned the status of Mark’s Coney Island. Community Development Director Schmitt indicated delays are associated with the insurance adjuster, however they are working on plans to submit for review.
- Mayor Proctor commended Chief Basar and the Police Department for the swift handling of the recent threats at Howell Schools. Chief Basar stated both cases were resolved quickly due to the efforts of the investigators and officers that worked on the cases as well as officials from Howell Schools.

14. NEW BUSINESS

- MOTION by Manor, SUPPORT by Ellis, “To excuse members Mulvahill, Niblock & Hansen from the March 27, 2017 meeting (reasons stated).” MOTION CARRIED (4-0).
- Member Lobur stated that April is child abuse prevention month and requested City Hall be included in the pinwheel gardens displayed throughout Livingston County. MOTION by Lobur, SUPPORT by Ellis, “To permit the placement of pinwheel gardens on City Hall property for child abuse prevention month sponsored by LACASA.” MOTION CARRIED (4-0).

15. ADJOURN

MOTION by Manor, SUPPORT by Ellis, “To adjourn the regular meeting of the City Council at 7:53 p.m.” MOTION CARRIED (4-0).

Nick Proctor, Mayor

Jane Cartwright, City Clerk