

Regular Meeting of the Howell City Council
Monday, May 8, 2017
Howell City Council Chambers – Lower Level
611 E. Grand River
Howell, Michigan 48843
517-546-3502

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, Michael Mulvahill, Steven Manor and Mayor Nick Proctor.

Council Member Absent: Scott Niblock

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 Stanislowski, DPS Director Erv Suida, Community Development Director Tim Schmitt, WWTP Operations Manager Mike Spitler, DPW Operations Manager Mike Luce, IT Director Mike Pitera, Project Technician Matt Davis, DDA Director Cathleen Edgerly, DDA Outreach Coordinator Kate Litwin, Jeannette Ambrose, John & Caron Davis, Alex Smith, Andrew Yost, Roni Evans, Diana Biermann, Janelle Beutler, Mabel Hart, Ryan & Judy Boote, Susie Hill, Angela Niyonsenga, Jarydith Mannella, Amanda Matelonek, Michael Keyanchuk, Trena Yauch, Jerri McKeon Andersen, Charles Geer.

2. PLEDGE OF ALLEGIANCE

Mayor Proctor congratulated City Clerk/HR Director Cartwright on passing the SHRM Certified Professional exam.

3. APPROVED MINUTES

MOTION by Ellis, SUPPORT by Lobur, “To approve the minutes of the regular meeting of the City Council held April 24, 2017.” MOTION CARRIED (6-0).

4. CITIZENS’ COMMENTS

- None.

5. REPORTS – COUNCIL MEMBERS SERVING ON COMMISSIONS

- Mayor Proctor reported on the DDA Meeting held April 26, 2017. Planning for the Rock the Block series is moving forward, 100 Friends of Downtown Howell is underperforming due to low donations – tours of the Livingston County Courthouse will be offered in June for new donations; Applause Awards were

presented to 2 Fogs for interior renovations, Kevin Adamo – Downtown Hero, and Ron Gary – Volunteer of the Year; Food Truck Rally will be held May 20th.

- Member Manor reported on the SEMCOG executive committee meeting. A lengthy report was given by the Chief Engineer working on plans for the Gordie Howe International Bridge; the 4 year construction project is expected to start in 2019 and will include a bike lane.

6. PUBLIC HEARING – 2017/2018 BUDGET & TRUTH IN TAXATION

Mayor Proctor opened the public hearing at 7:08 p.m. City Manager Charles outlined the 2017/2018 City Budget with projected General Fund revenues of \$6.6 million and expenditures of just over \$7 million; the proposed budget reduces fund balance by \$442,257 (lowering the GF fund balance to 20% of expenditures). The total budget for all revenue funds is \$16.3 million with corresponding expenditures of \$17.2 million. The property tax millage rate to support the proposed budget is 15.5636 for operations along with the rubbish millage rate of 1.2 mills. The millage rate for operations once again reflects a roll back from the current millage rate of 15.8136; property taxes are less than 3 years ago due to the mandatory Headlee rollback. Member Manor noted the budget includes a new position in the Police Department based on the proposed cooperative effort with Howell Public Schools for a School Resource Officer however based on projections for future budgets, the City will not be able to maintain the same level of services unless the State Legislature fixes the financing of local governments. Mayor Proctor stated Council will be meeting later this month to discuss options to get ahead of the budget shortage problem projected for the 2018/2019 fiscal year.

Mayor Proctor closed the public hearing at 7:13 p.m.

7. COUNCIL CORRESPONDENCE

A. Livingston Family Center, Request for Waiver of Park Fees. MOTION by Ellis, SUPPORT by Lobur, “To waive the rental fee for use of the Rotary Pavilion for June 7, 2017 from 4 – 8 p.m. as requested by Livingston Family Center for the Connection Youth Services graduation party.” MOTION CARRIED (6-0).

B. Livingston County United Way. MOTION by Ellis, SUPPORT by Mulvahill, “To waive the park fees for the United Way Day of Caring scheduled for August 16, 2017.” MOTION CARRIED (6-0).

C. Veronica Evans, Dogs in the City. Roni Evans thanked City Council for letting her speak as well as her neighbors attending the meeting in support. Ms. Evans described the attack by a pack of 3 loose dogs that took place while she was walking her dogs on February 25, 2017; 1 of her dogs was killed, 1 was hospitalized, and she was also bitten. She has lived in Howell for 13 years and no longer feels safe. She described the guardian angels in the community who risked their lives to come to her aid, along with Howell Police Officer Renae Small who was wonderful. She stated that we as a community can prevent this from happening to anyone else; and suggested developing a task force of residents and members of the business

community to establish a public awareness campaign (Milo's Mission) on leash laws and dog license requirements. Ms. Evans also requested development of a City Ordinance to restrict the number of dogs per household and expressed concern that there are only two Animal Control Officers for the entire county. Mayor Proctor encouraged Ms. Evans to also present her comments to the Livingston County Board of Commissioners who oversees Animal Control. Mayor Proctor suggested highlighting the leash laws on the City's website noting he has witnessed dogs running loose in the Cemetery, and requested staff bring back a draft ordinance relating to dogs in the next four weeks for consideration. Member Manor expressed his support noting his involvement in building the dog park on Highlander Way and indicated that only a small percentage of dogs are licensed. Trena Yauch, 1815 Balmoral (Brighton), questioned the leash law. Police Chief Basar confirmed that dogs do have to be leashed on public property; officers generally start with a warning however after multiple contacts issue a citation. Jerri McKeon Andersen, 304 Higgins, shared her concern that the community doesn't feel as safe anymore and stated this was a traumatic event for the community and especially Roni, and hopes the City can do something to help.

D. Recycle Livingston, Invitation to Local Leaders Reception – Michigan Recycling Coalition's Annual Conference. Mayor Proctor extended the open invitation to Council members to attend the reception scheduled for May 17, 2017, 6:00 – 8:00 p.m. in E. Lansing.

8. DISCUSSED – NATIONAL STREET SIDEWALKS

DPS Director Suida stated staff has evaluated filling in the missing sidewalk on N. National that was removed from the HMY phase III street program along with areas on S. Walnut & Catrell. The estimated cost is \$62,000 – 80,000 to install the remaining sections of sidewalk on both sides of N. National. This project has not been budgeted in the current or upcoming fiscal year therefore a budget amendment would be required. Mayor Proctor suggested reducing the scope to the east side of National only due to shortage in revenues and the challenges with the railroad crossing. Member Manor suggested adding the project to the list of capital improvement needs and budget the expense in the 2018/2019 fiscal year. Staff will provide an estimate for the reduced scope to construct on the east side only. Jeannette Ambrose, 425 N. National, stated she appreciates the Council looking into her request. Susie Hill, 822 Spring, questioned ordinances prohibiting abandoned vehicles and potential repairs to Clinton Street from the recent sink hole.

9. APPROVED – CIVIC EVENT APPLICATIONS:

A. Graduation Party, June 17, 2017. MOTION by Ellis, SUPPORT by Hansen, "To approve the civic event application filed by Tina Beacome, 416 S. Center Street, for the Graduation Party scheduled for June 17, 2017 incorporating staff comments." MOTION CARRIED (6-0).

B. Run for Justice, June 24, 2017. MOTION by Ellis, SUPPORT by Manor, "To deny the civic event application for Run for Justice scheduled for June 24, 2017 as

recommended by staff and in accordance with the Civic Event Policy.” MOTION CARRIED (6-0).

C. Pink Party, June 8, 2017. MOTION by Lobur, SUPPORT by Ellis, “To approve the civic event application for the Pink Party scheduled for June 8, 2017 as amended with the change to 12:00 p.m. for State Street closure and 4 parking spaces on Grand River, incorporating all other staff comments and contingent upon receipt of certificate of insurance; and authorize the hanging of pink ribbons on light posts after 6:00 p.m. on Memorial Day with removal upon conclusion of the event.” Diana Biermann encouraged attendance at the June 8, 2017 Pink Party. MOTION CARRIED (6-0).

D. Food Truck Tuesdays. MOTION by Lobur, SUPPORT by Manor, “To approve the civic event application filed by Howell Main Street Inc. for Food Truck Tuesdays scheduled for the first Tuesday of the month June 6 – October 3, 2017 incorporating staff comments and contingent upon receipt of certificate of insurance.” DDA Director Edgerly stated the event was designed to enhance the placemaking effort as well as downtown dining establishments; the food offerings will rotate each month. MOTION CARRIED (6-0).

10. APPROVED – INSTALLATION OF IRRIGATION WELL, HOWELL PUBLIC SCHOOLS

MOTION by Ellis, SUPPORT by Hansen, “To approve the installation of a well at the Howell Schools (1400 W. Grand River) complex for the purpose of irrigating the newly renovated ball field behind Highlander Way Middle School conditioned upon approval by the Livingston County Health Department.” DPS Director Suida noted this will not impact the City water supply and there is no cost to the City. MOTION CARRIED (6-0).

11. ADOPTED – RESOLUTION NO. 17-13, 2017/2018 BUDGET

MOTION by Hansen, SUPPORT by Ellis, “To adopt Resolution No. 17-13, approval of the 2017/2018 City of Howell Budget and approving an operational millage rate of 15.5636 and garbage millage rate of 1.2 mills.” Member Hansen indicated Howell was not the only City experiencing a fiscal problem and will be forced to either reduce services or increase taxes in the 2018/2019 budget year. Unless the state legislators fix the issue there will be many communities in trouble. Janelle Beutler, 541 Indian Oaks, questioned the problem with state laws affecting the City’s budget. Mayor Proctor stated the City has been managing the budget very well over the years however the State underfunds municipalities and Proposal A & the Headlee Amendment restrict taxable values from increasing when the economy picks up. City Manager Charles added revenue sharing has been reduced by \$500,000 per year and the taxable value is equivalent to the early 2000’s. The City lost 35% of its taxable value with the recession and is only growing at the rate of inflation which is less than 1%. Staffing has been reduced and the employees experienced a 7 year wage freeze (2009-2015). Member Ellis stated that the Michigan Municipal League has detailed information on their website

www.mml.org for “Save MI City”. Member Manor also presented the underlying issue of falling behind on infrastructure improvements due to lost revenues. Susie Hill, 822 Spring, questioned the process to reduce revenue sharing required by state law. City Manager Charles stated revenue sharing is subject to the appropriations process. Mayor Proctor encouraged public participation in the next budget work session noting it will be a difficult process, and commended staff for their work on preparing the 2017/2018 budget. MOTION CARRIED (6-0).

12. APPROVED – 2017 STREET PROGRAM

Staff recommends proceeding with improvements to Crane Street from Jewett to Center and Gregory Street from Washington to Brooks. DPS Director Suida noted the improvements address significant issues in a residential neighborhood. MOTION by Hansen, SUPPORT by Manor, “To approve the 2017 street improvements for Crane and Jewett and direct staff to put the project out to bid.” MOTION CARRIED (6-0). Janelle Beutler, 541 Indian Oaks, questioned if repairs to Private Roads could be included in the bidding process. City Manager Charles stated that Cities cannot approve special assessments for Private Roads however staff will research the issue. Ms. Beutler also noted that garbage trucks make several trips down their private road each week.

13. PRESENTATION – REDEVELOPMENT READY COMMUNITIES

Community Development Director Schmitt presented the report of findings issued by the Michigan Economic Development Corporation for the Redevelopment Ready Communities designation and noted that over 50% of the criteria has already been completed. The Capital Improvement Plan is approved and incorporated in the budget; research has begun on increasing public participation; zoning regulations are under review to promote flexibility with newer uses; the City has been proactive on development processes with documents posted on the website and on-line packets; orientation and education for Boards/Commissions members on their roles has been initiated; the Planning Commission has ranked redevelopment ready sites; and codification of the City’s Economic Development Strategy with partners DDA & Spark will be finalized. The goal is to have the process completed by the end of September. Community Development Director Schmitt also highlighted the benefits of being RRC certified as it relates to grant funding and noted very few communities have completed this process. Mayor Proctor commended Community Development Director Schmitt for his work on this project stressing the importance of economic development to the City.

14. AWARD BID/PURCHASE – WWTP TEMPORARY DEWATERING BUILDING, MATTIOLI CEMENT, \$28,236

MOTION by Ellis, SUPPORT by Hansen, “To accept the bid from Mattioli Cement Co. LLC to perform all concrete work for the Temporary Dewatering Facility not to exceed \$28,236.” Member Lobur stated her appreciation that staff was going to act as the General Contractor on this project reducing the cost. MOTION CARRIED (6-0).

15. APPROVED PAYMENT OF BILLS

MOTION by Ellis, SUPPORT by Hansen, “To approve the payment of bills ending May 8, 2017 in the amount of \$535,933.95 and payroll to cover the period ending May 13, 2017.” MOTION CARRIED (6-0).

16. BOARD/COMMISSION APPOINTMENT

Library Board – Charlie Todd, term ending June 30, 2021. MOTION by Manor, SUPPORT by Ellis, “To reappoint Charlie Todd to the Library Board for a term ending June 30, 2021.” MOTION CARRIED (6-0).

17. CITY MANAGER’S REPORT

- The railing for Parking Lot #2 will be delivered the week of May 15, 2017.
- Staff is still waiting to receive word on the ICE grant application.
- The City is hosting the MDOT training wheels program tomorrow.
- Another set of potential Budget Work Session dates will be sent out for consideration. The dates proposed for the end of May did not work for the majority of Council.
- Thanked Finance Director Stanislawski and the City team for their work on the budget this year and stated his appreciation to Mayor & Council for their support.
- The City Hall landscaping project is nearing completion (east side of the building). DPW employees Scott Hable & Tim Ford were responsible for the design.
- Announced that employee Mike Luce has been appointed DPW Operations Manager.
- Introduced new employee Matt Davis hired as the new Project Technician. Matt highlighted his experience in residential construction, municipal engineering, and his prior position as the Assistant DPW Director for the City of Ferndale.

18. OLD BUSINESS

- Member Ellis questioned the status of ordinance amendments related to rental inspections and blight. Community Development Director Schmitt indicated he hoped to have a draft ready for Planning Commission the end of May.
- Mayor Proctor stated the landscaping project on the east side of City Hall looks very nice.

19. NEW BUSINESS

- MOTION by Mulvahill, SUPPORT by Hansen, “To excuse Member Niblock from the May 8, 2017 meeting (reason stated).” MOTION CARRIED (6-0).
- Member Manor complemented residents on maintaining their property this spring stating that the City is looking good right now.
- Mayor Proctor questioned the condition of various fire hydrants throughout the City. DPS Director Suida indicated fire hydrants are painted on a cycle when time permits, normally in late summer.

- Mayor Proctor attended Arbor Day April 28th thanking City staff for their work organizing the celebration and offered a special thank you to Chem Trend for sponsoring the event.
- Mayor Proctor also reported on the Main Street DDA ribbon cutting for PJ's Catering on S. Michigan, and the "Vehicle to a Better Future" fundraising event he attended at Cleary University.
- Mayor Proctor announced that the Dollar General on E. Grand River is going out of business.
- Mayor Proctor questioned the status of the Highland Howell property. City Manager Charles indicated the purchaser has completed the initial feasibility study and confirmed that the project is viable. The initial review process will be completed over the next 5 months.
- Mayor Proctor introduced Boy Scout Ryan Boote in attendance at the Council meeting working on the rank of Eagle Scout.

20. ADJOURN

MOTION by Ellis, SUPPORT by Manor, "To adjourn the regular meeting of the City Council at 8:33 p.m." MOTION CARRIED (6-0).

Nick Proctor, Mayor

Jane Cartwright, City Clerk