

Regular Meeting of the Howell City Council
Monday, August 28, 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 (arrived at 7:03 p.m.), Jan Lobur, Scott Niblock, Michael Mulvahill, Steven Manor and Mayor Nick Proctor.

Also Present: City Manager Shea Charles, City Attorney Dennis Perkins, and City Clerk Jane Cartwright.

Others in Attendance: Police Chief George Basar, DPS Director Erv Suida, Finance Director/Treasurer Catherine Stanislawski, Community Development Director Tim Schmitt, DPW Operations Manager Mike Luce, Project Technician Matt Davis, Parks & Cemetery Supervisor Jason McClanahan, Police Officer Gary Mitts, Police Sergeant Jeff Woods, Police Sergeant Dave Fogo, Police Administrative Assistant Barbara Smith, John & Caron Davis, Tom Richardson, Susie Hill, Tom Austin, Arnie Rubin, Jim & Shari Glenn, Frank Cleary, Mary Cleary, Mike Cleary, Kevin Cleary, John Cleary, John Boris, Julie Cribley, Jonathan Myers, Robert Spaulding.

2. PLEDGE OF ALLEGIANCE

3. APPROVED MINUTES

MOTION by Lobur, SUPPORT by Ellis, “To approve the minutes of the regular meeting of the City Council held August 14, 2017.” MOTION CARRIED (6-0).

4. CITIZENS’ COMMENTS

- Arnie Rubin, 304 W. Washington, stated he has lived in his home 37 years and loves his neighborhood however expressed concern with the ratio of rental units in the area, parking spaces, property maintenance, fire damaged home that remains unfinished, and a business being run out of a garage. He stated more regulations are needed relating to the oversight of rentals, questioned what other communities are doing regarding rentals and how could citizens assist the City to improve the situation. Mayor Proctor asked that specific addresses be turned over to the Community Development Director and requested a staff report addressing these concerns at a future Council meeting. Mr. Rubin also requested a list of rentals in the city. Council members questioned if rentals were in compliance, and if revisions to the rental ordinance were needed.

- Tom Austin, 424 Maple, questioned the history of Lucy Road Park and the issue of replacing the parkland pursuant to the recent news article. City Manager Charles gave a brief history of the site and Council members noted that grant funds were used to develop the park and the land was not replaced when the park was closed due to contamination.
- Susie Hill, 822 Spring, also commented on Lucy Road Park.

5. REPORTS – COUNCIL MEMBERS SERVING ON COMMISSIONS

- Member Ellis reported on the Howell Area Parks & Recreation Authority meeting held August 15, 2017. Updated various policies and procedures, discussed capital improvements to the Teen Center, received an update on the search for a new executive director, reviewed financial reports, and melon festival activities.
- Member Lobur reported on the Planning Commission meeting held August 16, 2017. Discussed dates and agenda items for the joint meeting with Marion Township, approved the Site Plan for Bamlett Heating & Cooling, reviewed the first draft of the Redevelopment Ready Communities report, approved the 2018 meeting schedule, and discussed options for waiving building fees for governmental buildings.
- Mayor Proctor reported on the Howell Area Fire Authority meeting held August 16, 2017. Authorized the collection of taxes and 2018 millage rate of 1.4817, adopted resolutions relating to bank name changes, the annual audit was completed with no irregularities. Barb Souchick, Assistant Secretary/Treasurer is retiring and Laura Walker has been hired.
- Mayor Proctor reported on the DDA Board meeting held August 23, 2017. The merchant breakfast was well attended, the art project was launched at the Opera House, Keller Williams has taken over the 2nd floor of the old Citizens Building, Main Street held a transformation strategic session with representatives from MEDC and Mayor Proctor has requested that community questionnaires be shared with City Council.
- Member Manor reported on the August meeting of the Livingston Transportation Coalition. Heard presentations and discussed the significant need for public transportation in the County. The regional transportation plan is ready for public review, and they will be receiving a bicycle presentation from Community Development Director Schmitt at their next meeting.

6. PRESENTATIONS:

A. Mayor's Proclamation, Police Officer Gary Mitts. Mayor Proctor read and presented the Retirement Proclamation to Officer Mitts. On behalf of the Howell Police Department, Police Chief Basar thanked Gary for his service and wished him well in retirement. Officer Mitts thanked the Citizens of Howell for letting him wear their badge.

B. Resolution No. 17-20, Cleary's Irish Pub 30th Anniversary. Mayor Proctor read and presented the Resolution Honoring the 30th Anniversary of Cleary's Irish Pub to the Cleary family. Mr. Cleary expressed his appreciation and noted Howell is a

well-run City and a great place to do business. MOTION by Mulvahill, SUPPORT by Niblock, "To adopt Resolution No. 17-20 Honoring the 30th Anniversary of Cleary's Irish Pub." MOTION CARRIED (7-0).

7. **COUNCIL CORRESPONDENCE**

- Maria McEvoy, 2250 Karen Dr., Request to Display Ribbons, Tie the Michigan Teal Campaign. Ms. McEvoy was present and stated the display of teal ribbons was a way to bring awareness to the Ovarian Cancer Foundation. MOTION by Hansen, SUPPORT by Lobur, "To approve the request to place teal ribbons on light posts in downtown (South/North Michigan & Grand River) for ovarian cancer awareness starting September 1, 2017 with the condition that they be maintained and removed no later than the end of September, or until such time that Howell Schools requests to hang the spirit week ribbons prior to the Homecoming Parade." MOTION CARRIED (7-0).

8. **DISCUSSED – RECYCLE LIVINGSTON SITE IMPROVEMENTS**

Executive Director Julie Cribley and President John Boris reviewed the history of Recycle Livingston, a 501(c)3 non-profit organization formed in 1989 collecting 7.5 tons of material at their first mobile drop off at V.G's Food Center. Since that time they have partnered with the City of Howell to use the property at 170 Catrell under a 1991 Lease Agreement. The organization targets materials that are harder to recycle and not collected as part of the curb-side program. They have an old office trailer on site that needs to be replaced and are working with the Kellogg Foundation on funding options. Lindhout Associates has drafted preliminary plans for a permanent building that would be funded through donations and allow them to continue their operations. Ms. Cribley stated they are very aware that a permanent building built on city property would belong to the City however are asking for a long-term lease agreement, minimum of 15 years, instead of the annual renewal. Council offered general concurrence with the arrangement described and requested staff work with Recycle Livingston to draft a new lease agreement with clear direction on what happens if the operation ceases to exist. Council also requested reduced membership fees for City residents to provide balance for the City's significant contributions to the program and expressed their appreciation for the service provided to the community. Ms. Cribley and Mr. Boris thanked the City Council for their consideration and stated they have been a great partner.

Shari Glenn, 303 Isbell, questioned recycling efforts at the schools. Robert Spaulding, 314 E. Clinton and Livingston Solid Waste Coordinator, thanked the City for supporting Recycle Livingston for 26 years noting the program is a great service to the County.

9. **APPROVED – CIVIC EVENT APPLICATION – CROP WALK, OCTOBER 8, 2017**

MOTION by Lobur, SUPPORT by Ellis, "To approve the civic event application submitted by the Howell Area Churches for the Crop Hunger Walk scheduled for

October 8, 2017 incorporating staff comments and contingent upon receipt of certificate of insurance.” MOTION CARRIED (7-0).

10. APPROVED – LIBRARY PARKING PAVING, CHESTNUT STREET

MOTION by Ellis, SUPPORT by Hansen, “To approve amending the 2017 Street Program contract with C & D Hughes for \$52,577.60 to repave and replace the Chestnut angled off-street parking and sidewalk with all costs being reimbursed by Howell Carnegie District Library contingent upon Library Board approval.” MOTION CARRIED (7-0).

11. APPROVED – RESOLUTION NO. 17-21, REDEVELOPMENT READY COMMUNITIES

MOTION by Lobur, SUPPORT by Ellis, “To adopt Resolution No. 17-21 to proceed with the Redevelopment Ready Communities program and implement the Report of Findings to get the City of Howell fully certified.” MOTION CARRIED (7-0).

12. APPROVED – MERS OFFICER DELEGATE FOR ANNUAL MEETING

MOTION by Hansen, SUPPORT by Ellis, “To appoint Jane Cartwright as officer delegate and Shea Charles as officer alternate to the annual meeting of the Municipal Employees Retirement System.” MOTION CARRIED (7-0).

13. APPROVED PAYMENT OF BILLS

MOTION by Ellis, SUPPORT by Lobur, “To approve the payment of bills ending August 28, 2017 in the amount of \$480,884.01 and payroll to cover the period ending September 2, 2017.” Member Manor questioned Allied Supply Co., Mayor Proctor questioned DTE and Grissim Metz. MOTION CARRIED (7-0).

14. BOARD/COMMISSION APPOINTMENTS – OPERA HOUSE HISTORIC DISTRICT COMMISSION

MOTION by Ellis, SUPPORT by Manor, “To approve the reappointment of Nathan Voght & Tammy Metz, and appoint Jonathan Myers to the Opera House Historic District Commission, terms ending May 20, 2020.” MOTION CARRIED (7-0).

15. CITY MANAGER’S REPORT

- Melon Festival went very smooth and Recreation Director Rogers requested he extend the Recreation Authority’s appreciation for the City’s continued support.
- Construction on Crane and Gregory is under way starting with the sewer work.
- He has been asked to serve on the Michigan Municipal League’s Board of Trustees. Council offered their consent.

16. OLD BUSINESS

- Mayor Proctor questioned the status of new carpet for City Hall. City Manager Charles stated it was a budgeted project in the current fiscal year.
- Mayor Proctor inquired on his request to review the fine structure for parking tickets.

17. **NEW BUSINESS**

- None.

18. **ADJOURN**

MOTION by Mulvahill, SUPPORT by Ellis, “To adjourn the regular meeting of the City Council at 8:16 p.m.” MOTION CARRIED (7-0).

Nick Proctor, Mayor

Jane Cartwright, City Clerk