

Regular Meeting of the Howell City Council
Monday, January 8, 2018
Howell City Council Chambers – Lower Level
611 E. Grand River
Howell, Michigan 48843
517-546-3502

1. CALL TO ORDER

The regular meeting of the Howell City Council was called to order by Mayor Pro-Tem Steven Manor at 7:00 p.m.

Council Members Present: Robert Ellis, Jan Lobur, Michael Mulvahill, Scott Niblock, Andrew Yost and Mayor Pro-Tem Steven Manor.

Council Member Absent: Mayor Nick Proctor.

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

Others in Attendance: Police Deputy Chief Scott Mannor, DPS Director Erv Suida, Finance Director/Treasurer Catherine Stanislowski, Community Development Director Tim Schmitt, IT Director Mike Pitera, DPW Operations Manager Mike Luce, WWTP Operations Manager Mike Spitler, Project Technician Matt Davis, Parks & Cemetery Supervisor Jason McClanahan, Caron Davis, J. Pearce.

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 December 18, 2017.” MOTION CARRIED (6-0).

4. CITIZENS’ COMMENTS

- None.

5. REPORTS – COUNCIL MEMBERS SERVING ON COMMISSIONS

- Member Lobur reported on the Planning Commission meeting held December 20, 2017. Approved a Special Land Use permit for a sign at 114 W. Highland.

6. COUNCIL CORRESPONDENCE

- None.

7. **APPROVED – 2018 AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES**

MOTION by Ellis, SUPPORT by Niblock, “To approve the 2018 Agreement for Collection of Summer School Property Tax with Howell Public Schools.” Council questioned if the fee was covering the service. Staff noted the City is already collecting taxes however will confer with other municipalities prior to consideration of the 2019 agreement. MOTION CARRIED (6-0).

8. **AWARDED BIDS/PURCHASES:**

A. GPS/GIS Data Collector Unit, Leica Geosystems, \$12,878.20. This equipment will be used for the Asset Management Plan and is eligible for a 90% reimbursement from the SAW Grant. MOTION by Ellis, SUPPORT by Mulvahill, “To approve the purchase of a Leica Zeno 20 GPS/GIS data collector from Leica Geosystems under the MITN Contract #171180000000005 for \$12,878.20 with a 90% SAW grant reimbursement to the City of \$11,590.38.” MOTION CARRIED (6-0).

B. DPS Complex, Envision Construction Services, \$282,900. MOTION by Ellis, SUPPORT by Lobur, “To award the contract for the renovation of the DPS Complex to Envision of Wixom, Michigan in the amount of \$282,900.” DPS Director Suida indicated the bids came in 6% higher than the architect’s estimate due to the new transformer and HVAC system. MOTION CARRIED (6-0).

9. **APPROVED PAYMENT OF BILLS**

MOTION by Ellis, SUPPORT by Yost, “To approve the payment of bills ending January 8, 2018 in the amount of \$641,464.04 and payroll to cover the period ending January 20, 2018.” Member Lobur questioned SESAC (music license). MOTION CARRIED (6-0).

10. **CITY MANAGER’S REPORT**

- Schedule Annual Goals/Objectives Retreat. Suggested Saturday February 3, 2018 starting at 9:00 a.m. A tentative agenda will be presented at the January 22, 2018 Council meeting. MOTION by Ellis, SUPPORT by Mulvahill, “To schedule the annual Goals & Objectives Retreat Saturday February 3, 2018 from 9:00 a.m. until 3:00 p.m.” MOTION CARRIED (6-0).
- The weather report suggests there is a possibility of another snow emergency this weekend.
- City Manager evaluation forms will be distributed to Council tomorrow. The evaluation will begin at the January 22, 2018 meeting.

11. **OLD BUSINESS**

- Member Ellis questioned the status of Marks Coney Island. City Manager Charles stated the renovation plans are approved however the permits have not been picked up by the owner. Member Mulvahill indicated the neighboring owners expressed concern with odors from the building.

12. NEW BUSINESS

- MOTION by Mulvahill, SUPPORT by Ellis, “To excuse Mayor Nick Proctor from the January 8, 2018 meeting, reason stated.” MOTION CARRIED (6-0).
- Mayor Pro-Tem Manor questioned if there have been any water main breaks this season.
- Member Lobur questioned the status of snow violations. Community Development Director Schmitt stated a series of violation letters have been issued.

13. ADJOURN

MOTION by Lobur, SUPPORT by Ellis, “To adjourn the regular meeting of the City Council at 7:23 p.m.” MOTION CARRIED (6-0).

Nick Proctor, Mayor

Jane Cartwright, City Clerk