

Regular Meeting of the Howell City Council
Monday, March 19, 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 Nick Proctor at 7:00 p.m.

Council Members Present: Robert Ellis, Michael Mulvahill, Andrew Yost and Mayor Nick Proctor.

Council Member Absent: Jan Lobur, Steven Manor and Scott Niblock.

Also Present: City Manager Shea Charles, City Attorney Dennis Perkins and Deputy City Clerk Deanna Robson.

Others in Attendance: Police Chief George Basar, Community Development Director Timothy Schmitt, IT Director Mike Pitera, DPS Director Erv Suida, DPS Project Technician Matt Davis, DPW Operations Manager Mike Luce, WWTP Operations Manager Mike Spitler, DDA Director Cathleen Edgerly, Caron Davis, J. Pearce, Jake Currie, and Geof Greeneisen.

2. PLEDGE OF ALLEGIANCE

3. APPROVED MINUTES

MOTION by Ellis, SUPPORT by Yost, “To approve the minutes of the regular meeting of the City Council held March 12, 2018.” MOTION CARRIED (4-0).

4. CITIZENS’ COMMENTS

None.

5. REPORTS – COUNCIL MEMBERS SERVING ON COMMISSIONS

None.

6. COUNCIL CORRESPONDENCE

None.

7. APPROVED – RESOLUTION NO. 18-04 APPROVING THE APPLICATION FOR WAIVER, DEFINED BENEFIT RETIREMENT SYSTEM

MOTION by Ellis, SUPPORT by Mulvahill, “To adopt Resolution No. 18-04 in support of the application for a waiver for Defined Benefit Pension Retirement

Systems in accordance with Public Act 202 of 2017, and acknowledges the ongoing responsibility to improve the pension funding status.” City Manager Charles complimented Finance Director Catherine Stanislawski, adding that the City has taken a proactive approach in addressing its funding status. MOTION CARRIED (4-0).

8. DISCUSSED – PURCHASE AGREEMENT, NORTH MICHIGAN AVE. PROPERTIES

City Manager Shea Charles introduced the agenda item stating that the City has been approached by developers Rescue, LLC who may be partnering with a local university for student housing or a mixed use development project. The proposed purchase price is \$250,000 with a 36 month due diligence period. He added that the property is a brownfield site, adjacent to an existing gas station, and brownfield redevelopment funds are available for the project. Staff has concerns about making sure that there would not be a development gap with other properties on the block.

Council inquired if rough sketches or conceptual drawings were available. City Manager Charles responded that drawings are not yet available; they would be subject to the site plan process and Planning Commission review; the project will probably result in a Planned Unit Development; parking capacity will be affected; and more information will be available for discussion and consideration during the planning process. Victoria Station was discussed as a mixed use development with an underground garage in the early 2000’s. Council also expressed concerns about the proposed purchase price as well as the need for parking in the area.

Geof Greenheisen, Rescue, LLC, and residing at 1707 Town Commons Drive, stated that he has worked on a variety of local development projects since 1999. Cleary University has expressed interest in downtown housing to anchor students, and the site may be able to accommodate twenty units with four beds in each unit.

Council requested that staff provide an internal appraisal and analysis of the property and its value for the April 9, 2018 regular meeting. Council asked the developer to provide a simple architectural rendering, commitment from Cleary University for the project, and a truncated timeframe from purchase to completed development.

9. APPROVED – CITY HALL 3RD FLOOR RENOVATIONS

- A. MOTION by Ellis, SUPPORT by Yost, “To proceed with the 3rd floor modular carpet installation as quoted by State Street Studios, Howell / Taylor Moving & Storage, Brighton, in the amount of \$22,228.44.” MOTION CARRIED (4-0).
- B. MOTION by Ellis, SUPPORT by Mulvahill, “To proceed with the 3rd floor reception area furniture/file cabinets & work spaces as quoted by State Street Studios, Howell, in the amount of \$7,224.60.” MOTION CARRIED (4-0).
- C. MOTION by Ellis, SUPPORT by Yost, “To proceed with the 3rd floor painting as quoted by Keider Painting, Brighton, in the amount of \$11,730.00.” MOTION CARRIED (4-0).

- D. MOTION by Ellis, SUPPORT by Yost, “To proceed with the 3rd floor ceiling tile replacement (left side only) & demo office as quoted by F.A.S. Builders, Howell, in the amount of \$6,200.00.” MOTION CARRIED (4-0).
- E. MOTION by Yost, SUPPORT by Mulvahill, “To approve City staff to provide ceiling tile and a dumpster for the project, in the amount of \$3,450.00.” MOTION CARRIED (4-0).
- 10. APPROVED – ENGINEERING SERVICES PROPOSALS:**
- A. MOTION by Ellis, SUPPORT by Yost, “To award the proposal to Hubbell, Roth and Clark, Inc. of Howell, Michigan for engineering services for the rehabilitation of the water treatment plant filters in the amount of \$11,500 for design and \$13,500 for construction, for a total cost of \$25,000.” MOTION CARRIED (4-0).
- B. MOTION by Ellis, SUPPORT by Mulvahill, “To approve the proposal for engineering services from HRC for the design work of the Dam Site Lift Station, not to exceed \$30,000.” MOTION CARRIED (4-0).
- 11. INTRODUCED – ORDINANCE NO. 915, 2018 CODIFICATION**
Member Ellis introduced Ordinance No. 915, 2018 Codification.
- 12. APPROVED - PAYMENT OF BILLS**
MOTION by Ellis, SUPPORT by Yost, “To approve the payment of bills ending March 19, 2018 in the amount of \$189,797.26 and payroll to cover the period ending March 31, 2018.” MOTION CARRIED (4-0).
- 13. CITY MANAGER’S REPORT**
- A. Schedule 2018/2019 Budget Work Sessions
City Manager Charles noted that he will send a Doodle calendar to Council on Tuesday in order to schedule a budget work session in April. The line item budget should be ready next week. The Michigan Municipal League Capital conference is March 20-21, 2018.
- 14. OLD BUSINESS**
- Mayor Proctor noted that the National Main Street conference begins on March 26, 2018 in Kansas City, and the City of Howell is a top ten finalist.
- 15. NEW BUSINESS**
- MOTION Ellis, SUPPORT by Yost, “To excuse Member Lobur from the March 19, 2018 meeting, reason stated.” MOTION CARRIED (4-0).
 - MOTION by Yost, SUPPORT by Ellis, “To excuse Member Manor from the March 19, 2018 meeting, reason stated.” MOTION CARRIED (4-0).
 - MOTION by Ellis, SUPPORT by Mulvahill, “To excuse Member Niblock from the March 19, 2018 meeting, reason stated.” MOTION CARRIED (4-0).
 - Mayor Proctor inquired about a City Charter review and update. City Attorney Perkins stated that staff and Council began looking at the Charter in 2004, and comments were made in reference to certain sections. This was not full-scale

review; which would require that a Charter Commission be appointed followed by approval of proposed changes from the offices of the Attorney General and Governor. The last full review was completed in 1978 or 1980, and the City’s Charter is similar to comparable cities throughout the State of Michigan. City Manager Charles noted that smaller technical amendments can be enacted without going through the entire charter commission process. Council concurred not to initiate a full charter review, noting agreement with the manner in which the City is governed. Staff will provide information on previous reviews of the City Charter.

16. EXECUTIVE SESSION – PROPERTY ACQUISITION & ATTORNEY CLIENT COMMUNICATION

- 7:47 p.m. MOTION by Ellis, SUPPORT by Mulvahill, “To adjourn to Executive Session to discuss property acquisition and attorney/client communication with a roll call vote.” Ellis – yes, Yost – yes, Mulvahill – yes, Proctor – yes. MOTION CARRIED (4-0).
- 8:19 p.m. MOTION by Mulvahill, SUPPORT by Yost, “To reconvene the regular meeting.” MOTION CARRIED (4-0).

17. ADJOURN

MOTION by Mulvahill, SUPPORT by Ellis, “To adjourn the regular meeting of the City Council at 8:20 p.m.” MOTION CARRIED (4-0).

Nick Proctor, Mayor

Deanna Robson, Deputy City Clerk