

**Regular Meeting of the Howell City Council**  
**Monday, November 5, 2018**  
**Howell City Council Chambers – Lower Level**  
**611 E. Grand River**  
**Howell, Michigan 48843**  
**517-546-3502**

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**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: Jeannette Ambrose, Robert Ellis, Randy Greene, Jan Lobur, Steven Manor, Michael Mulvahill, and Mayor Nick Proctor.

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

Others in Attendance: Deputy Police Chief Scott Mannor, Community Development Director Tim Schmitt, Finance Director Catherine Stanislawski, DPW Operations Manager Mike Luce, Assessor Ashley Winstead, Caron Davis, Alex Smith, J. Pearce, Jim and Shari Glenn, A. Currie and J. Currie.

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVED MINUTES**

MOTION by Lobur, SUPPORT by Mulvahill, “To approve the minutes of the regular meeting of the City Council held October 22, 2018, as amended.” MOTION CARRIED (7-0).

MOTION by Manor, SUPPORT by Ellis, “To approve the minutes of the executive session of the City Council held October 22, 2018.” MOTION CARRIED (7-0).

**4. CITIZENS’ COMMENTS**

None.

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

- Mayor Proctor reported on the October 23, 2018 meeting of the Livingston County Economic Development Council: a pipeline for strategic projects is being developed; Regional Manufacturing Day; and Steve Manor’s term has ended and he recommended that the Mayor be appointed to replace his seat.
- Mayor Proctor stated that the annual report for the Howell Main Street and corresponding committees, as well as a statistical survey, have been completed and will help small businesses in the City. Questions should be directed to Cathleen Edgerly.

6. **COUNCIL CORRESPONDENCE**  
Howell Carnegie District Library Board Resignation Letter, David Morse.  
MOTION by Manor, SUPPORT by Ellis, “To accept the resignation of David Morse from the Howell Carnegie District Library Board and thank him for his service.” MOTION CARRIED (7-0).
7. **ADOPTED – RESOLUTION NO. 18-18, DEFICIT ELIMINATION PLAN, MCPHERSON PARK DR. GRANT FUND**  
MOTION by Manor, SUPPORT by Ellis, “To adopt Resolution No. 18-18, Deficit Elimination Plan.” Member Manor noted that the resolution is related to state financing and the CSX railroad crossing on South Highlander Way. MOTION CARRIED (7-0).
8. **ADOPTED – RESOLUTION NO. 18-19, ASSESS COSTS TO SECURE & DEMOLISH 816 MCPHERSON**  
MOTION by Ellis, SUPPORT by Lobur, “To adopt Resolution No. 18-19, Assess Costs to Secure and Demolish 816 McPherson (parcel ID # 4717-35-201-058).” The City will recoup the costs, which will be added to the property tax bill. MOTION CARRIED (7-0).
9. **APPROVED - PAYMENT OF BILLS**  
MOTION by Mulvahill, SUPPORT by Lobur, “To approve the payment of bills ending November 5, 2018 in the amount of \$215,260.89 and payroll to cover the period ending November 10, 2018.” MOTION CARRIED (7-0).
10. **BOARD/COMMISSION APPOINTMENTS:**
  - A. MOTION by Ellis, SUPPORT by Manor, “To reappoint Paul Streng, Kurt Weiland, John Hamlin & Mike Kennedy to the Construction Board of Appeals, terms ending June 23, 2020.” Mayor Proctor noted his appreciation for their willingness to serve another term. MOTION CARRIED (7-0).
  - B. MOTION by Ellis, SUPPORT by Mulvahill, “To reappoint Peter VanWinkle to the Tax Increment Finance Authority, term ending June 30, 2022.” MOTION CARRIED (7-0).
11. **CITY MANAGER’S REPORT**
  - City Manager Charles noted that the Council post-election workshop has been scheduled for November 12<sup>th</sup> at 6 p.m. in the City Hall 2<sup>nd</sup> floor conference room.
  - Election day is November 6<sup>th</sup> and a high voter turnout is expected both statewide and nationwide.
12. **OLD BUSINESS**
  - Mayor Proctor thanked City Manager Charles and all City staff for their work and dedication leading up to the Headlee Override Ballot Proposal.
  - Mayor Proctor noted that on November 4<sup>th</sup> the Howell Rotary unveiled the Duane Zemper statue placed at the Howell Carnegie District Library.

- Mayor Proctor questioned the status of the Redevelopment Ready Communities certification. Community Development Director Timothy Schmitt responded that he received official confirmation at the end of the prior week that the City has earned the certification and the process was officially complete. A formal recognition of the certification is expected for late 2018 or early 2019, at a Council meeting or separate event.

**13. NEW BUSINESS**

- MOTION by Manor, SUPPORT by Mulvahill, “To appoint Mayor Nick Proctor to the Economic Development Council (EDC) to replace Steve Manor, term ended 2018, for a 3 year term ending 2021. MOTION CARRIED (7-0). Member Manor stated that he has appreciated the opportunity to serve on EDC, but does not wish to continue past the end of his term. He noted that the Livingston County Finance Committee approved a 3 year extension of financing for the EDC.
- Mayor Proctor inquired about the outdoor seating at Moe’s Bar Bar Shop. Staff will reach out to the business owner.
- Mayor Proctor inquired about the lights in the area behind City Hall and City Manager Charles confirmed that staff recently became aware that some of the lights were out and is working on fixing them.
- Mayor Proctor noted that Council placed City Manager Charles on a calendar yearly evaluation cycle. The Mayor will ask Mr. Charles to send out the evaluation forms sometime in December, and Council should submit those forms to the Mayor for compilation.
- Member Manor inquired if the leaf vacuum trucks were out during the day and Member Mulvahill stated that they were in the southwest quadrant in the afternoon.

**14. ADJOURN**

MOTION by Mulvahill, SUPPORT by Ellis, “To adjourn the regular meeting of the City Council at 7:17 p.m.” MOTION CARRIED (7-0).

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Nick Proctor, Mayor

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Deanna Robson, Deputy City Clerk