

Regular Meeting of the Howell City Council
Monday August 12, 2019
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: Jeannette Ambrose, Robert Ellis, Randy Greene, Jan Lobur, Steven Manor, and Mayor Nick Proctor.

Council Member Absent: Michael Mulvahill.

Also Present: Interim City Manager Erv Suida, City Attorney Dennis Perkins and City Clerk Jane Cartwright.

Others in Attendance: Police Chief George Basar, Community Development Director Tim Schmitt, Finance Director Catherine Stanislawski, IT Director Mike Pitera, Deputy Police Chief Scott Mannor, DPW Superintendent Matt Davis, Assessor Ashley Winstead, Caron Davis, J. Pearce, Alex Smith, Michelle Tokan, Janelle Best, Tom Richardson, Susie Hill.

2. PLEDGE OF ALLEGIANCE

3. APPROVED MINUTES

MOTION by Ellis, SUPPORT by Lobur, “To approve the minutes of the regular meeting of the City Council held July 22, 2019.” MOTION CARRIED (6-0).

4. CITIZENS’ COMMENTS

- None.

5. REPORTS – COUNCIL MEMBERS SERVING ON COMMISSIONS

- Member Manor reported on the SEMCOG Executive Committee meeting held July 25, 2019. Adopted Finance & Budget Committee recommendations on calculating trips and millage for highway use; approved a contract to enhance alternative transportation modes focusing on bikes, trails, paths and connectivity across the region; adopted future skills, preparing people for the work force; and amendments to the transportation improvement program.
- Mayor Proctor reported on the July 24, 2019 DDA meeting. Discussed the upcoming Rock the Block and the KaBoom Grant; reviewed the Brownfield Plan for the Pearl Building; accepted the resignation of DDA Director Cathleen Edgerly, and appointed Kate Litwin as the Interim Director. A special meeting

was also held August 6, 2019 to approve the posting for recruitment of a new DDA Director and the Memorandum of Understanding with Kate Litwin as the Interim DDA Director.

6. **COUNCIL CORRESPONDENCE:**

A. Tie Michigan Teal Campaign, Request to Hang Ribbons on Light Posts. MOTION by Ellis, SUPPORT by Ambrose, “To authorize Maria McEvoy to display ribbons on light posts for the Tie Michigan Teal campaign in downtown on Grand River between National & the Library and Michigan Avenue between Sibley & Clinton to highlight National Ovarian Cancer Awareness Month from August 31, 2019 with removal no later than September 21, 2019.” MOTION CARRIED (6-0).

B. Howell High School Football, Request to Hang Ribbons on Light Posts. MOTION by Lobur, SUPPORT by Ellis, “To authorize the Howell High School Football team to display ribbons on light posts in downtown from September 22, 2019 through October 6, 2019.” MOTION CARRIED (6-0).

7. **CIVIC EVENT APPLICATIONS:**

A. Fantasy of Lights Fundraiser, September 18, 2019. MOTION by Ellis, SUPPORT by Ambrose, “To approve the civic event application submitted by the Howell Area Chamber of Commerce Foundation for the Fantasy of Lights Fundraiser scheduled for September 18, 2019, incorporating staff comments, and to authorize amplified music under Section 652.06(c)(5) from 5:30 pm to 8:30 pm for the event.” Chamber President Janelle Best invited everyone to attend and noted Mayor Proctor will be participating as a celebrity server. MOTION CARRIED (6-0).

B. The Edmund Fitzgerald; the Stories, The Song, September 4, 2019. MOTION by Ellis, SUPPORT by Lobur, “To approve the civic event application submitted by the Howell Carnegie District Library for the Edmund Fitzgerald; The Stories, The Song scheduled for September 4, 2019, incorporating staff comments.” MOTION CARRIED (6-0).

C. Wake Up Livingston Recovery Walk, September 22, 2019. MOTION by Ellis, SUPPORT by Lobur, “To approve the civic event application submitted by the Livingston County Mental Health Agency for the Wake Up Livingston Recovery Walk scheduled for September 22, 2019, incorporating staff comments.” MOTION CARRIED (6-0).

8. **APPROVED – ORDINANCE NO. 928, REZONING FROM P-1, VEHICULAR PARKING, TO CBD, CENTRAL BUSINESS DISTRICT, 316 EAST GRAND RIVER**

MOTION by Lobur, SUPPORT by Ellis, “To approve Ordinance 928, an ordinance to rezone the property at 316 East Grand River Avenue from P-1, Vehicular Parking, to CBD, Central Business District, to allow an addition to the building and

conversion of the entire building to a restaurant.” MOTION CARRIED (6-0). Roman Bonislowski, Architect for Coratti’s Restaurant, presented the renderings for the 1,100 square foot addition to the building to accommodate the new family friendly pizzeria to include two Bocce Courts, dining, seasonal outdoor café, bar area and flexible private banquet rooms in the rear of the building.

9. **APPROVED – PROPOSAL FOR DESIGN ENGINEERING SERVICES, DWRF WATER SYSTEM IMPROVEMENTS**

MOTION by Ellis, SUPPORT by Ambrose, “To accept the Engineering Services Proposal from HRC to provide design engineering for the Water Treatment Plant as proposed for an amount not to exceed \$95,200.” MOTION CARRIED (6-0).

10. **APPROVED – MML VOTING DELEGATE FOR ANNUAL MEETING**

MOTION by Manor, SUPPORT by Greene, “To appoint Council Member Bob Ellis as the voting delegate to represent the City of Howell at the September 25, 2019 MML Annual Meeting.” MOTION CARRIED (6-0).

11. **APPROVED - PAYMENT OF BILLS**

MOTION by Ellis, SUPPORT by Ambrose, “To approve the payment of bills ending August 12, 2019 in the amount of \$554,050.21 and payroll to cover the period ending August 17, 2019.” Member Ambrose questioned Home Depot. MOTION CARRIED (6-0).

12. **CITY MANAGER’S REPORT:**

- Approached Thai Summit regarding their previous donation earmarked for lighting at Page Field and they were very open to transferring the contribution to the KaBoom Grant project for a public downtown gathering space.
- Staff met with the American Legion on the potential agreement for the Memorial Day Parade; a draft will be presented to Council in the near future. Discussion followed on including language in the agreement to assure that the intent of the parade to honor veterans remains the same.
- The alleys adjoining State Street should be open for Melon Festival. Staff is finalizing posters to place at all entrances explaining that the reconstruction project is 90% funded by grant dollars. Mayor Proctor stressed the importance of clear communication with the public; Council suggested the same information on funding for the project be included on the website. Discussion followed on potential additional cost from the replacement of the natural stone that caused odor concerns noting the product met MDOT specifications.
- Staff sent a notice to the owners of the Gas Station at 401 E. Grand River revoking their permit and any approvals for the project. Council also discussed potential steps that could be taken on the Mark’s Coney Island building and the Sunoco sign on Grand River.
- Susie Hill, 822 Spring, expressed concern with the condition of several N. National Street properties. Community Development Director Schmitt provided an update on the four properties in question.

- The response letter to Vee Spikes, United States Postal Service, on potential City properties for the relocation of the Howell Post Office was submitted.
- Staff is still working on the concept of a special assessment for street resurfacing in the Rolling Oaks subdivision.
- Chief Basar will be Acting Interim City Manager August 16-20, 2019.

13. OLD BUSINESS

- Member Ellis questioned the status of the list of potential options to use the PPT reimbursement revenue. Interim City Manager Suida indicated the auditors completed their field work last week; once the annual audit is finalized, staff will bring forward a list of recommendations.
- Mayor Proctor reported on a trip hazard on N. Michigan near the Grand River corner. Interim City Manager Suida stated it would be fixed tomorrow.

14. NEW BUSINESS

- MOTION by Ellis, SUPPORT by Ambrose, “To excuse Member Michael Mulvahill from the meeting, reason stated.” MOTION CARRIED (6-0).
- Member Ambrose expressed concern with the stacks of plastic trays being stored outside Scratch Bakery. Community Development Director Schmitt indicated the owners have been issued multiple violations and he will follow up.
- Mayor Proctor announced Melon Festival is August 16-18, 2019; Melon Ice Cream will be sold at the Library. Food Truck Tuesday is also scheduled for August 13th.

15. ADJOURN

MOTION by Ellis, SUPPORT by Ambrose, “To adjourn the regular meeting of the City Council at 7:45 p.m.” MOTION CARRIED (6-0).

Nick Proctor, Mayor

Jane Cartwright, City Clerk