

PROCEEDINGS  
OF  
CITY COUNCIL  
OF THE  
CITY OF LOWELL

For the Regular Meeting of August 15, 2011.

The Meeting was called to order at 7:30 p.m. by Mayor Hodges and City Clerk Betty Morlock called the roll.

Present: Councilmembers Jeff Altoft, Maryalene LaPonsie, Andrew Schrauben, Mayor Pro Tem Sharon Ellison and Mayor Jim Hodges.

Absent: None.

Also Present: City Manager Mark Howe, City Clerk Betty Morlock, DPW Director Dan DesJarden, Police Officer Barry Getzen and Lowell Light and Power Boardmember Greg Canfield.

Item #1. **APPROVAL OF THE AGENDA.**

IT WAS MOVED BY ELLISON and supported by SCHRAUBEN to approve the agenda as written.

YEA: 5. NAY: 0. ABSENT: 0. MOTION CARRIED.

Item #2. **APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF AUGUST 1, 2011.**

IT WAS MOVED BY LAPONSIE and supported by SCHRAUBEN to approve the regular meeting minutes of August 1, 2011 as written.

YEA: 5. NAY: 0. ABSENT: 0. MOTION CARRIED.

Item #3. **APPROVAL OF THE ACCOUNTS PAYABLES.**

IT WAS MOVED BY ELLISON and supported by LAPONSIE that the bills and accounts payables be allowed and the warrants issued.

YEA: Councilmembers Altoft, LaPonsie, Schrauben, Mayor Pro Tem Ellison and Mayor Hodges.

NAY: None. ABSENT: None. MOTION CARRIED.

<u>BILLS AND ACCOUNTS PAYABLE (08/15/11)</u>	
GENERAL FUND	\$25,743.20
MAJOR STREET FUND	191.97
LOCAL STREET FUND	199.34

DOWNTOWN DEVELOPMENT FUND	6,854.77
AIRPORT FUND	2,806.54
WASTEWATER FUND	37,376.13
WATER FUND	45,610.38
EQUIPMENT FUND	3,712.39
CURRENT TAX FUND	33,922.15
CEMETERY FUND	2,000.00

Item #4. **CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.** No comments were received.

Item #5. **PENDING COUNCIL PROJECTS UPDATE.**

- a. Streets, sidewalks plan – Discussion is being held regarding the process of developing a sidewalk replacement program.
- b. Wastewater Treatment Update – Continuing discussion is being held regarding the treatment and infiltration issue. DPW Director DesJarden has done a great deal of background work.
- c. East Riverbank Renovations – The City is awaiting a response from the DNR on the grant application
- d. Consumers Energy Sidewalk Report – No further update.

Item #6. **RESOLUTION PROCLAIMING FRIDAY, SEPTEMBER 9, 2011 AS PINK ARROW PRIDE DAY – ARROW FORCE IV.** After speaking with many residents and city staff, City Manager Mark Howe has heard how great the community is and how we come together in a time of need. Pink Arrow is a great project and the organizers have done a wonderful job.

Mayor Hodges read the resolution in record proclaiming Friday, September 9, 2011 as Pink Arrow Pride Day – Arrow Force IV.

IT WAS MOVED BY ELLISON and seconded by ALTOFT to adopt the resolution proclaiming Friday, September 9, 2011 as Pink Arrow Pride Day.

YEA: Councilmember Altoft, LaPonsie, Schrauben, Mayor Pro Tem Ellison and Mayor Hodges.

NAY: None. ABSENT: None. MOTION CARRIED.

Boardmember of Pink Arrow Pride Perry Beachum of 924 Riverside Drive thanked the Council and the community for its support. Their goal is to sell 10,000 shirts. All proceeds are used to support cancer within the community. Many Lowell athletes have joined Pink Arrow Pride since the program began with the football team.

Item #7. **PRESENTATION OF THE KENT DISTRICT LIBRARY 2010 ANNUAL REPORT.** Chuck Myers of 1019 Main Street and Chair of the Kent District Library Board of Trustees stated he has been involved in the Kent District Library for 11 years. The board is doing well and staff reductions have only been a result of employees leaving or retiring.

Myers introduced Englehardt Branch Manager, Kristin Meyer as well as Lance Werner who is the new Director of the Kent District Library System. Werner previously worked within the Capital Area District Library System and serves as an attorney.

Myers stated the Kent District Library System has been named a “star” library.

Werner extended a special thank you to the Lowell Police Department and their hard work regarding the recent internet theft. He also welcomed City Manager Mark Howe.

Werner believes the Kent District Library System is the best system in the State if not the best in the Midwest. The library system was one of two in the nation to have received an award for excellence. The district is successful due to its invaluable relationship and support received from the municipalities. Werner is here to work for the citizens of all the municipalities within this jurisdiction.

Kristin Meyer thanked everyone for making her first year at the Englehardt branch so enjoyable. She commented on the new updates and activities of the library.

Item #8. **JICE PHARMACEUTICALS (218 S. WASHINGTON AND 320 KENT STREET) – REQUEST TO ESTABLISH AND INDUSTRIAL DEVELOPMENT DISTRICT UNDER P.A. 198 – PUBLIC HEARING.** City Manager Mark Howe explained the Council needs to consider creating a P.A. 198 District. A business cannot be eligible to receive a 198 certificate unless one is within a district which has been created by the City Council.

After holding the public hearing, the Council may consider the adoption of the resolution establishing the Industrial Development District for Jice Pharmaceuticals.

IT WAS MOVED BY ELLISON and seconded by ALTOFT to establish an Industrial Development District under Public Act 198.

YEA: Councilmember Altoft, LaPonsie, Schrauben, Mayor Pro Tem Ellison and Mayor

Hodges. NAY: None. ABSENT: None. MOTION CARRIED.

Item #9. **JICE PHARMACEUTICALS (218) S. WASHINGTON AND 320 KENT STREET) – APPLICATION FOR AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE (P.A. 198) – SET PUBLIC HEARING (9/6).** A public hearing needs to be established for Tuesday, September 6, 2011 to consider their application for an Industrial Facilities Exemption Certificate (P.A. 198) to the State Tax Commission.

IT WAS MOVED BY ELLISON and seconded by LAPONSIE to establish a public hearing for September 6, 2011 regarding the application for an Industrial Facilities Exemption Certificate.

YEA: 5. NAY: 0. ABSENT: 0. MOTION CARRIED.

Item #10. **EXTENSION OF HUNT STREET WATER MAIN – SPECIAL ASSESSMENT – PUBLIC HEARING.** A public hearing was held at the August 1, 2011 meeting to consider the extension of Hunt Street water main and proposed special assessment district. When the public hearing was advertised only four properties were involved. However, the property owner at 1060 Hunt Street expressed interest in the project. A new public hearing was established.

After reviewing the project, the question asked was if there are only one or two potential customers, is it wise to use a substantial amount of money from the water fund to be able to construct the water main, having no idea when those resources might be reimbursed?

Howe questioned if there were other priorities for the water fund. He believed the entire process needs to be revisited to determine how such issues should be approached.

For such reasons, Howe recommended the City not proceed with the project and begin to review priorities for the water fund.

Ben Ingram of 825 Hunt stated he was the individual who inquired about getting water to the location. Since the inquiry, he has received personal slanderous attacks. He simply asked if this could be done. Ingram thanked everyone for the time and effort put into the consideration.

Alan Teelander of 802 Hunt appreciated Ingram's stance and thanked everyone for their consideration. He appreciated Howe and believed he will be a wonderful City Manager.

Teelander also noted the website he created, which is [lowellcityhall.com](http://lowellcityhall.com).

John Ingersoll of 1030 Hunt Street questioned the possibility of receiving grants for such projects.

Cassandra Clark of 898 Hunt explained the neighbors simply did not want a special assessment.

On behalf of the City, Mayor Hodges was truly sorry to have upset anyone. He believed Howe has helped lead the City in the right direction regarding such issues.

By general consensus, the Council agreed to not proceed in the water main extension.

Item #11. **APPOINTMENTS TO GRAND VALLEY METROPOLITAN COUNCIL.** With the retirement of City Manager David Pasquale, the Council is requested to nominate City

Manager Mark Howe as the City of Lowell representative on the following Grand Valley Metropolitan Council Boards and Committees:

- GVMC Board of Directors
- GVMC Transportation Policy Committee
- REGIS Board of Directors

IT WAS MOVED BY SCHRAUBEN and seconded by LAPONSIE to appoint City Manager Mark Howe to the Grand Valley Metropolitan Council Board of Directors, Transportation Policy Committee and Board of Directors.

YEA: 5. NAY: 0. ABSENT: 0. MOTION CARRIED.

Item #12. **MONTHLY REPORTS**. City Manager Howe stated discussion has been held with the leadership team and Councilmember Schrauben regarding the idea of monthly reports being presented in a one or two page format. The information will still provide relevant data but also form a clear summary.

Item #13. **COUNCIL REPORTS AND COMMENTS**. Councilmember Schrauben thanked the Hunt Street residents for taking part in the process. The City will be better because of their involvement.

Schrauben noted the Airport Board is still working on tree issues.

The Parks and Recreation Commission will meet on August 20th, 2011.

The LARA Board met on August 10, 2011. The board is still working on the pavilion area.

Also, the trail is scheduled for completion the middle of September. A grand opening will be held. The trail blog provides all major updates and news regularly.

Schrauben welcomed Jeff McCusker, North Country Trail Manager from the National Park Service. Schrauben is looking forward to working with him.

Councilmember LaPonsie felt bad regarding the Hunt Street water main issue. She hoped a better process is established.

LaPonsie personally thanked all involved in the Pink Arrow project. Her husband was diagnosed with cancer last fall. It is a comfort to have Pink Arrow Force.

Councilmember Altoft stated the Downtown Development Board met last week. The fire department will receive a new roof.

Altoft noted he attended the motorcycle event and it was well received.

Mayor Pro Tem Ellison thanked Superintendent Mark Mundt from the Waste Water Treatment Plant for all the extra work done during the heavy rains. The City is still treating twice the amount of water that is being put out.

Ellison noted the Arbor Board meeting was held. The trees in the cemetery have been trimmed. The board has also decided to continue with the project, remove old trees and put in new landscaping. Funds were received from the Cable TV Fund. There are also many diseased trees within the city which should be replaced. Hopefully funds can be made available to assist residents with this cost.

The print, which won the tree contest, is still available for sale at the Chamber of Commerce. The event will be held annually.

Mayor Hodges stated the Lowell Light and Power Board met last week. Things continue to go very well. The Chamber of Commerce Board of Directors also met.

Hodges received a thank you card from Christine Baird regarding the motorcycle event held a few weeks ago.

Item #14. **CITY MANAGER'S REPORT.** City Manager Howe stating he is making great progress on the goals set out as outlined during the interview process. He reported on the following:

- Goal 1, Council: Next step is to schedule meetings with each Councilmember to discuss long-term vision for the city.
  - Goal 2, Staff: Schedule individual meetings with staff over the next two weeks.
  - Goal 3, Community: Work with Liz Baker to develop a list of local businesses. Also, discuss meeting with some of the businesses and manufacturers together.
  - Goal 4, Finance: Building spreadsheets and working on some analysis that will be presented at a future council meeting or workshop.
  - Goals 5 through 10: During a recent Leadership Team meeting members were identified for each of these goals. Howe will begin the process of pulling the teams together and giving them some direction and parameters in the near future. Before making too much more progress, however, he wanted to verify the council agrees to these goals.
2. Howe had an excellent tour of the Water Treatment Plant with new Supervisor Brian VanVellen. The City has an excellent water system. The fact it is softened saves homeowners much money.
  3. Howe also had a very good discussion with Mark Mundt from the Wastewater Treat Plant. Mundt is a great asset to the plant and the community.
  4. Some minor technology upgrades are being done at City Hall and Police Department.
  5. A workshop meeting will be held on August 29, 2011.

6. The next City Council will be held on Tuesday, September 6, 2011.

Item #15. **APPOINTMENTS**. None.

IT WAS MOVED BY ELLISON to adjourn at 8:25 p.m.

DATE:

APPROVED:

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James W. Hodges, Mayor

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Betty R. Morlock, City Clerk