

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL**

For the Regular Meeting of Monday, **JANUARY 22, 2008.**

The Meeting was called to order at 7:30 p.m. by City Manager Pasquale and City Clerk Betty Morlock called Roll.

Present: Councilmembers Altoft, Ellison, Hodges, Shores.

Absent: Councilmember Pfaller.

Also Present: City Manager David Pasquale, City Clerk Betty Morlock, DPW Director Dan DesJarden, City Treasurer Suzanne Olin, Lowell Light and Power Manager Tom Richards, Lowell Light and Power Boardmembers Perry Beachum, Jim Hall and Keith Valentine and Lowell Historical Museum Director Judy Straub.

IT WAS MOVED BY ELLISON and seconded by ALTOFT to approve the minutes of the January 7, 2008 regular meeting as written.

YEA: 4. NAY: 0. ABSENT: 1. MOTION CARRIED.

IT WAS MOVED BY HODGES and seconded by ALTOFT that the bills and accounts payable be allowed and the warrants issued.

YEA: 4. NAY: 0. ABSENT: 1. MOTION CARRIED.

<u>BILLS AND ACCOUNTS PAYABLE (01/22/08)</u>	
GENERAL FUND	\$86,422.68
MAJOR STREET FUND	4,064.54
LOCAL STREET FUND	16,776.42
DDA FUND	450.00
AIRPORT FUND	3,709.92
WASTEWATER FUND	166,437.50
WATER FUND	4,581.71
LOWELL CABLE TV FUND	24,002.61
EQUIPMENT FUND	2,660.62
CURRENT FUND	84,264.95
LEE FUND	53.50

Item #1. **2006 – 2007 AUDIT PRESENTATION.**

IT WAS MOVED BY HODGES and seconded by PFALLER to nominate Jeanne Shores as Mayor for City of Lowell. No other nominations were received. The vote to elect Shores was as follows:

YEA: Councilmembers Altoft, Ellison, Hodges, Pfaller and Shores.

NAY: None. ABSENT: None. MOTION CARRIED.

Mayor Shores thanked the Councilmembers and she appreciated the opportunity. Shores stated she would do her best to fulfill the office. She also thanked her good friends for standing by her through the last years.

IT WAS MOVED BY PFALLER and seconded by ELLISON to nominate Jim Hodges as Mayor Pro Tem for the City of Lowell.

YEA: Councilmembers Altoft, Ellison, Hodges, Pfaller and Mayor Shores.

NAY: None. ABSENT: None. MOTION CARRIED.

Item #2. **ANNUAL AUTHORIZATION OF SIGNATURES FOR CITY BANK ACCOUNTS AND DESIGNATION OF DEPOSITORY BANKS; REVIEW AND ADOPTION OF CITY COUNCIL RULES OF PROCEDURE, DETERMINE TIME OF THE DAY THAT CITY COUNCIL MEETINGS ARE HELD.** There is a need for the City to annually designate its depository banks and authorize signatures for the coming year.

The following designations were recommended:

a. Authorized signatures:

Mayor Shores	City Manager David Pasquale
Mayor Pro Tem Hodges	City Treasurer Suzanne Olin
	Police Chief James Valentine
	Deputy City Treasurer Vickie Videan

b. Safety Deposit Box:

Betty Morlock
Susan Ullery
Luanne Wisniewski

c. Depository Banks:

Comerica Bank-Grand Rapids	(Grand Rapids)
Huntington Banks	(Lowell)
National City Bank	(Grand Rapids)
Fifth Third Bank	(Lowell, Ada, Grand Rapids)
Bank One-Grand Rapids	(Ada, Grand Rapids)
Standard Federal Bank	(Ada, Grand Rapids)
Firstbank	(Lowell)
Mercantile Bank of West Michigan	(Wyoming)

Also, the City Council approved rules of procedure for its meetings on May 5, 2003 and last

reviewed on January 4, 2006. Under Section F.1. (Adoption and amendment of rules of procedure), these rules will be placed on the agenda of the first meeting of the Council following the seating of the newly elected Councilmembers for review and adoption.

Pasquale noted under Section B.3., agendas are received by Friday evening for each Councilmember before the Monday meeting. Recently, this has been changed to Thursday evening. The Councilmembers appreciated Thursday deliveries. But, it was generally felt to keep Friday for flexibility for unforeseen circumstances.

As adopted by Charter Amendment last November, "Provide the time of day that City Council meetings shall beheld shall be determined at its first meeting in January following each City election". Currently, meetings are scheduled for 7:30 p.m.

IT WAS MOVED BY PFALLER and seconded by ALTOFT to approve the authorized signatures.

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

IT WAS MOVED BY HODGES and seconded by PFALLER to approve the list of presented individuals able to access the safety deposit box.

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

IT WAS MOVED BY PFALLER and seconded by ELLISON to approve the list of depository banks as presented.

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

IT WAS MOVED BY PFALLER and seconded by HODGES to approve the Rules of Procedures as presented.

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

Hodges proposed the meeting be conducted at 7:00 p.m. Pfaller mentioned difficulty in arriving at that time and preferred 7:30 p.m.

IT WAS MOVED BY HODGES and seconded by ELLISON to hold the City Council meetings at 7:30 p.m.

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

Item #3. **GRAND RAPIDS COMMUNITY COLLEGE – COLLECTION OF SUMMER PROPERTY TAXES FOR 2008.** As recently carried out for the Kent Intermediate School District, Grand Rapids Community College has requested that the City collect the summer property taxes for the district.

As part of a continuing resolution, the City collects the GRCC's property taxes at no fee but is able to keep the interest earned during the bank deposit before distributing these monies.

Thus, City Manager Pasquale recommended that the current policy for collecting GRCC summer property taxes be maintained and a resolution be passed.

IT WAS MOVED BY PFALLER and seconded by ALTOFT to adopt the resolution to continue to collect the Grand Rapids Community College with the stipulation that the City is able to keep the interest earned during the bank deposit before distributing these monies.

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

Item #4. COMMUNITY DEVELOPMENT BLOCK GRANT – 2008 – 2009 ALLOCATION OF FUNDS – PUBLIC HEARING

City Manager Pasquale explained the Community Development Block Grant is a federal program derived from the US Department of Housing and Urban Development. This was originally started in 1974 consolidating a number of categorical programs, such as urban renewal. Because Kent County is considered an urban county, the City of Lowell is entitled to receive money on a yearly entitlement basis. The City has received anywhere from \$40,000 to \$50,000. Kent County administers the program for HUD. A communication was received that \$42,829.23 would be available to the City of Lowell for Community Development Block Grant projects beginning July 1, 2008.

There are very specific types of programs which can be undertaken, such as construction programs. The funds also tend to be restricted to certain areas within the City. Currently, the City is reviewing ways in which benefits are provided to the low to moderate income individuals.

In noting the attachments provided by the County, Block Grant funds are primarily limited to the west side neighborhoods. Over the past several years, sidewalk improvements have been pursued.

As provided at the last meeting, North Center Street sidewalks are the priority. These have been extended on both sides of the road to Laurels of Kent. Sibley from North Center to West Street added. Also, subsidies for senior citizens and the handicapped for North Kent Transit rider ship amounting to \$6,000.

For advertisement of a public hearing, the following projects are recommended:

- N. Center Street from W. Main to Laurels of Kent sidewalk
Both sides – 2,135 l.f. \$36,829.23
- Sibley Street from N. Center to N. West Street both sides 600 l.f.
- North Kent Transit assistance for senior citizens and the
Handicapped 6,000.00
\$42,829.23

Mayor Shores questioned the distance of the sidewalk near Laurels of Kent. DPW Director DesJarden responded the sidewalk would go the end of the last apartment complex.

Councilmember Ellison thought the plan was great. However, the road is in terrible shape.

Councilmember Pfaller questioned if the funds could be used within the parks. Pasquale explained the funds can only be used for neighborhood park improvements. It would have to be a small park.

IT WAS MOVED BY HODGES and seconded by ELLISON to approve the Community Development Block Grant – 2008 – 2009 allocation of funds as proposed.

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

Item #5. **ORDINANCE AMENDMENT FOR THE ARBOR BOARD PROVIDING MEMBERSHIP TO CITY COUNCIL AND LIGHT AND POWER – SET PUBLIC HEARING DATE (1/22)**. At the time the Arbor Board was established through an ordinance adopted by Council on May 21, 2007, five at large members were designated. When appointments were made on September 17, 2007, three at large positions were filled. Also, one City Councilmember (Jeanne Shores) and a Light and Power Boardmember (Jim Hall) were appointed with terms expiring with the length of office. It was felt that having permanent representation from the Council and Light and Power would provide better communication on tree issues.

IT WAS MOVED BY PFALLER and seconded by ALTOFT to set a public hearing for January 22, 2008 regarding an ordinance amendment for the Arbor Board providing membership to City Council and Light and Power Board.

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

Item #6. **SALES OF TWO FORMER POLICE VEHICLES**. Police Chief Valentine explained the department advertised for bids on two police cars which were taken out of service. The 2001 was used as a detective car and the 2003 Impala was used as a marked car.

On Thursday, January 3, sealed bids (21 received) were opened and the recommended high bid for each is:

- | | | |
|---------------|-------------|----------|
| • 2001 Impala | John Gerard | \$3,500. |
| • 2003 Impala | John Gerard | \$4,000. |

The proceeds from the sale will be placed in the General Fund.

IT WAS MOVED BY PFALLER and seconded by HODGES to accept both bids from John Gerard for the two police vehicles.

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

Item #7. **CITIZEN COMMENTS**. No comments received.

Item #8. **COUNCIL COMMENTS**. Councilmember Hodges stated thank you for those who supported him and congratulations to Mayor Shores.

Councilmember Altoft also thanked everyone for his election.

Councilmember Ellison thanked her family and friends, as well as the residents who supported her in the election. She appreciated all the help received from Councilmembers and department heads. She is learning a lot. Her obligation is with the City of Lowell. However, there is common interest with Vergennes and Lowell Townships. She hoped all could work together and make the community even better.

Mayor Shores thanked everyone for their support. We have a good team with a lot of work ahead of us.

Item #9. **MANAGER'S REPORT**. For your information, the following boards and commissions meetings minutes are provided:

1. The following boards and commissions meetings minutes are provided:

- Lowell Community Leadership Council meeting of October 4, 2007
- Parks and Recreation Commission meeting of November 18, 2007

2. This year 2007 had the following activities:

1. Completion of the reconstruction of Gee Drive
2. Construction of the Lowell Rockford Ambulance building
3. Adoption of the updated Master Plan
4. Construction of sidewalks on South Center, South Pleasant and South West Streets
5. Construction of ice skating rink at Richards Park
6. Adoption of three City Charter amendments involving City Council organization and expanding Light and Power Board membership
7. Sale of Cable Television to Comcast
8. Establishment of LCTV Endowment Fund through the Grand Rapids Community Foundation
9. Replacement of Water Treatment Plant floor
10. Initiating a community wide recreation plan with the Lowell Area Schools as well as Lowell and Vergennes Townships
11. Establishment of a dog park at Stoney Lakeside Park
12. Approval of clearance and trimming of trees for adjacent properties at the Lowell City Airport

3. The next City Council meeting is scheduled for Tuesday, January 22, 2008 in observance of Martin Luther King Day. City offices will be opened on Monday, January 21.

Item #10. **APPOINTMENTS**. No appointments were made.

Mayor Shores noted Margaret Hoats has indicated she is no longer interested in serving on the Parks and Recreation Commission.

City Manager Pasquale stated he spoke with City Attorney Richard Wendt in terms of the new Light and Power Board appointees. Wendt stated the terms of office can be established by a motion.

IT WAS MOVED BY PFALLER and seconded by HODGES to set Keith Valentine's term to June 30, 2010 and Judy Straub June 30, 2011 to the Light and Power Board.

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

By general consensus, the Council agreed to appoint Mayor Shores as an ex-officio member to the Chamber of Commerce Board.

By general consensus, the Council agreed to appoint Mayor Shores as a Council representative to the Light and Power Board of directors.

By general consensus, the Council agreed to appoint Mayor Shores as a Council representative to the Fire Board.

IT WAS MOVED BY HODGES to adjourn at 8:05 p.m.

DATE:

APPROVED:

C. Jeanne Shores, Mayor

Betty R. Morlock, Clerk