

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, DECEMBER 18, 2023
7:30 P.M.**

**Meeting to be held at City Hall
301 West Main Street**

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF DECEMBER 4, 2023:

ADDRESSING THE CITY COUNCIL

1. Your comments shall be made during times set aside for that purpose.
2. Stand or raise a hand to indicate that you wish to speak.
3. When recognized, give your name and address and direct your comments and/or questions to any City official in attendance.
4. Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to four (4) minutes duration during the first occasion for citizen comments and questions. Each person shall also be afforded one opportunity of up to three (3) minutes duration during the last occasion provided for citizen comments and questions and one opportunity of up to three (3) minutes duration during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
5. In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.

PROCLAMATIONS / SPECIAL PRESENTATIONS

1. Retirement Proclamation – Debbie Hebert. A Mayoral Proclamation recognizing Debbie Hebert, Executive Secretary, for her years of service to the City of Owosso on the occasion of her retirement.
2. Audit Presentation. Presentation of the annual audit by Ken Berthiaume, Principal CPA, with Berthiaume & Co. CPAs.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

1. Boards and Commissions Appointment. Approve the following Mayoral Boards and Commissions appointment:

Name	Board/Commission	Term Expires
Rich Harsh	Board of Review	12-31-2028

2. Change Order – 2023 IT/Network Engineering Services Contract. Approve Change Order No. 1 to the 2023 IT/Network Engineering Services Contract adding 130 hours of work time in the amount of \$13,650.00 to facilitate a transition in Logicalis consultants and authorize payment to the vendor up to the amount of \$103,650.00.
3. Purchase Order Amendment - Sodium Hypochlorite. Authorize amendment to Purchase Order Nos. 43962 & 43986 with JCI Jones Chemicals, Inc. for bulk Sodium Hypochlorite raising the total estimated cost by \$3,540.00 for the FY 2023-2024, and further authorize payment to the supplier up to \$114,240.00 based on unit prices for actual quantities required.
Master Plan Implementation Goals: 3.4
4. Contract Extension – 2024 IT/Network Engineering Services. Authorize extension of the contract with Logicalis, Inc. for the provision of network administrator services for the 2024 calendar year in an amount not to exceed \$90,000.00, and further authorize payment to the vendor for services rendered up to the contract amount.
5. Warrant No. 637. Authorize Warrant No. 637 as follows:

Vendor	Description	Fund	Amount
Gould Law	Services rendered from November 14, 2023 – December 11, 2023	Varies	\$10,310.04

ITEMS OF BUSINESS

1. Audit Acceptance. Consider resolution accepting and placing on file with City of Owosso Financial Report for the Fiscal Year Ended June 30, 2023.
2. Deficit Elimination Plan Fund 254. Consider deficit elimination plan for Housing and Redevelopment Fund No. 254, associated with the rental rehabilitation project at 114-116 Main Street.
Master Plan Implementation Goals: 1.19, 2.3, 3.21, 5.11, 5.13
3. Credit Card Policy Amendment. Consider amending the Credit Card Policy governing the use of City-owned credit cards to allow payment of training, education, and professional memberships and to increase the overall credit limit as well as individual credit limits.
4. Contract Authorization – Owosso Charter Township Ambulance Service. Approve contract with Owosso Charter Township to provide ambulance services on their behalf to the township in the amount of \$85.00 per residence, plus charges for businesses, churches, and campgrounds.
Master Plan Implementation Goals: 3.1

COMMUNICATIONS

1. Tanya S. Buckelew, Planning & Building Director. November 2023 Building Department Report.
2. Tanya S. Buckelew, Planning & Building Director. November 2023 Code Violations Report.
3. Tanya S. Buckelew, Planning & Building Director. November 2023 Inspections Report.
4. Tanya S. Buckelew, Planning & Building Director. November 2023 Certificates Issued Report.
5. Kevin D. Lenkart, Public Safety Director. November 2023 Police Report.
6. Kevin D. Lenkart, Public Safety Director. November 2023 Fire Report.
7. Downtown Development Authority/Main Street. Minutes of December 6, 2023.
8. Parks and Recreation Commission. Minutes of December 6, 2023.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Tuesday, January 02, 2024

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2024

Building Board of Appeals – Alternate - term expires June 30, 2025

Zoning Board of Appeals – Alternate – term expires June 30, 2024

Zoning Board of Appeals – Alternate – term expires June 30, 2025

ADJOURNMENT

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing, calling, or emailing the following: Owosso City Clerk's Office, 301 West Main Street, Owosso, MI 48867; Phone: (989) 725-0500; Email: The City of Owosso Website address is www.ci.owosso.mi.us.