

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF AUGUST 5, 2024
7:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR ROBERT J. TEICH, JR.

OPENING PRAYER: REV. PAUL BRUNELL
CHRIST EPISCOPAL CHURCH

PLEDGE OF ALLEGIANCE: REV. PAUL BRUNELL

PRESENT: Mayor Robert J. Teich, Jr., Mayor Pro-Tem Susan J. Osika,
Councilmembers Janae L. Fear, Daniel A. Law, Emily S. Olson,
and Nicholas L. Pidek.

ABSENT: Councilmember Jerome C. Haber.

APPROVE AGENDA

Motion by Councilmember Olson to move Item #2 from the Consent Agenda and add to Items of Business #3.

Change Order – 2023 Sanitary Sewer Repair Project. Approve Change Order No. 1 to the 2023 Sanitary Sewer Repair Project contract in the amount of \$141,864.98 to balance contract quantities for the 2023 work and add new quantities for the 2024 work.

Motion supported by Councilmember Fear.

Roll Call Vote.

AYES: Mayor Pro-Tem Osika, Councilmembers Fear, Law, Olson, Pidek and Mayor Teich.

NAYS: None.

ABSENT: Councilmember Haber.

Motion by Councilmember Pidek to approve the agenda with the following addition to the Consent Agenda:

Payment Authorization – Emergency Repair of Owosso Aerial Tower 1. Approve payment to Front Line Services Inc. (FLSI) for the emergency repair of Owosso Aerial Tower 1 in the amount of \$15,387.00.

Motion supported by Mayor Pro-Tem Osika and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JULY 15, 2024

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Regular Meeting of July 15, 2024 as presented.

Motion supported by Councilmember Pidek and concurred in by unanimous vote.

PROCLAMATIONS / SPECIAL PRESENTATIONS

Swearing in Ceremony – Fire Department Employees

Mayor Teich presided over ceremonies recognizing the newest employees of the Owosso Fire Department: Shawn Raus, Joshua Pietraszewski and Alivia Ruwart.

Family members were present to pin the badge on the new employees. The ceremonies concluded with the administration of the oath of office.

Proclamation for Achievement of State Certifications – Select DPW Employees

Mayor Teich read aloud the following proclamation from the Mayor's Office in recognition of achievements by public service and utilities employees.

**A PROCLAMATION
OF THE MAYOR'S OFFICE OF THE CITY OF OWOSSO, MICHIGAN**

**RECOGNIZING THE CITY OF OWOSSO
DEPARTMENT OF PUBLIC SERVICES & UTILITIES EMPLOYEES
FOR ACHIEVEMENT OF STATE CERTIFICATIONS**

- WHEREAS, the City of Owosso Department of Public Services and Utilities would like to recognize a record number of employees who have recently attained Drinking Water Certifications through the State of Michigan; and
- WHEREAS, Kevin Blair, Skilled Operator within the Department of Public Works attained an S-4 Water Distribution State Certification; and
- WHEREAS, Gregory Braidwood, Skilled Operator within the Department of Public Works attained an S-4 Water Distribution State Certification; and
- WHEREAS, Daniel Humphreys, Streets Foreman within the Department of Public Works attained both S-4 and S-3 Water Distribution State Certifications; and
- WHEREAS, Benjamin "Chase" Peiffer, Plant Lead Operator at the Water Treatment Plant attained an S-3 Water Distribution State Certification; and
- WHEREAS, Adam Baumgaertel, Plant Shift Attendant at the Water Treatment Plant attained his F-3 Water Complete Treatment/Filtration State Certification; and
- WHEREAS, Paul Oberlin, Water Distribution Foreman within the Department of Public Works attained an S-2 Water Distribution State Certification; and
- WHEREAS, Ryan Suchanek, Director of Public Services & Utilities recently passed both F-4 and F-3 Water Complete Treatment/Filtration exams, both Microbiology and Chemistry written lab exams, as well as both Microbiology and Chemistry lab practical exams.
- WHEREAS, the City of Owosso recognizes these employees for continued education in their respective fields of expertise and notes that this is a historic number of individuals that have successfully passed the State certification exams.

NOW, THEREFORE, BE IT PROCLAIMED that I, Robert J. Teich, Jr., Mayor of the City of Owosso, on behalf of the citizens of Owosso, hereby recognize the foregoing City employees for their hard work and dedication to master the skills necessary for their certifications.

Proclaimed this 5th day of August, 2024.

PUBLIC HEARINGS

USDA Rural Development Community Facilities Program

A public hearing was conducted to receive citizen comment regarding the application for grant funding from the USDA Rural Development Community Facilities Program for the purchase of three new police vehicles.

The City of Owosso is eligible for up to 35% federal assistance in the purchase of police vehicles with a purchase cap of \$50,000.00.

The grant for two (2) marked police vehicles (cost is \$62,438.00 per vehicles, including equipment, total of \$124,876.00) would be capped at \$43,706.00.

The grant for police administrative vehicles (cost is \$32,802.00) would be capped at \$11,480.00.

The remaining funds would be covered by the City of Owosso.

No comments were received.

Motion by Councilmember Pidek to approve the application for grant funding from the USDA Rural Development Community Facilities Program for the purchase of three new police vehicles.

RESOLUTION NO. 117-2024

**PUBLIC HEARING TO RECEIVE CITIZEN COMMENT ON APPLICATION FOR GRANT
MONEY FROM THE USDA
FOR THE PURCHASE OF VEHICLES FOR THE PUBLIC SAFETY DEPARTMENT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan has a Police department requiring the use of police vehicles; and

WHEREAS, the USDA has a grant program that provides partial funding for emergency vehicles and police cars and this grant program requires a public hearing to allow for public comment on accepting the grant money; and

WHEREAS, the item must now be considered by the city council and a public hearing by the council is required before any such final approval can be acted upon.

WHEREAS, the City of Owosso is eligible for up to 35% federal assistance in the purchase of police vehicles with a purchase cap of \$50,000.00 per vehicle. The grant for two (2) marked police vehicles (cost is \$62,438.00 per vehicle, including equipment, total of \$124,876.00) would be capped at \$43,706.00. The grant for a police administrative vehicle (cost is \$32,802.00) would be capped at \$11,480.00. The remaining funding would be covered by the City of Owosso; and

WHEREAS, a public hearing was held on this application on Monday, August 5, 2024 in which no comments were received.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: it has theretofore been determined that it is advisable, necessary and in the public interest to authorize city staff to submit an application for grant funding toward the purchase of three (3) new vehicles for the Public Safety Department to the USDA Rural Development Community Facilities Loan/Grant Program.

SECOND: the City further commits to the terms of the grant.

Motion supported by Mayor Pro-Tem Osika.

AYES: Councilmembers Olson, Fear, Pidek, Mayor Pro-Tem Osika, Councilmember Law and Mayor Teich.

NAYS: None

ABSTENTIONS: None

ABSENT: Councilmember Haber

CITIZEN COMMENTS AND QUESTIONS

Tom Manke commented that the annual organic cruise was a success.

CONSENT AGENDA

Motion by Mayor Pro-Tem Osika to approve the Consent Agenda as follows:

Set Public Hearing – Obsolete Property Rehabilitation District. Set a public hearing for Monday, August 19, 2024 to receive comments regarding the request to establish an Obsolete Property Rehabilitation District (OPRA) for 207 N. Washington Street as follows:

RESOLUTION NO. 118-2024

SETTING PUBLIC HEARING TO CONSIDER ESTABLISHING AN OBSOLETE PROPERTY REHABILITATION DISTRICT FOR THE PROPERTY COMMONLY KNOWN AS 207 N WASHINGTON STREET

WHEREAS, a request was received July 24, 2024 for an Obsolete Property Rehabilitation Act (OPRA) tax exemption from Tammie Sanders, owner of the property at 207 N. Washington Street; and

WHEREAS, PA 146 of 2000 requires that a property must be located in an established Obsolete Property Rehabilitation District to be eligible for an exemption; and

WHEREAS, PA 146 of 2000 further requires that a public hearing must be held and notice of said hearing provided prior to the establishment of an OPRA District.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: a public hearing is called for Monday, August 19, 2024 at or about 7:30 p.m. in the City Hall Council Chambers for the purpose of hearing comments from those within the proposed district, and any other resident or taxpayer, of the City of Owosso.

SECOND: the City Clerk gives the notifications required by law.

THIRD: the City staff is directed to investigate and determine if the qualifications of the act are satisfied and report findings at the hearing.

Master Plan Implementation Goals: 1.19, 3.20, 5.13

Change Order – MI-HOPE Grant Project. Approve Change Order No. 1 to the contract with Merkel & Kenney, Inc. for the MI-HOPE Grant Project, adding \$10,466.00 for additional work and materials required for the first three homes.

RESOLUTION NO. 119-2024

**AUTHORIZING CHANGE ORDER NO. 1
TO THE MSHDA MICHIGAN HOUSING OPPORTUNITIES PROMOTING
ENERGY EFFICIENCY (MI-HOPE) GRANT PROGRAM
AND BID AWARD TO MERKEL & KENNEY, LLC.**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved the bid award to Merkel & Kenney, LLC on April 1, 2024 for the MI-HOPE Grant Project in the amount of \$192,341.00 to complete home improvement projects for eleven selected residential homes; and

WHEREAS, three of the eleven projects to date have exceeded the original bid amount due to unexpected maintenance, materials and labor requirements; and

WHEREAS, the city of Owosso requested and received approvals from MSHDA to allow the contractor to exceed the bid amount to perform the needed repairs/replacements.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to amend the MI-HOPE Grant Project in the amount of \$10,466.00 to bring the new project total to \$202,807.00 and detailed as follows:

Hiram – additional \$3,600 for new gutters and labor to go along with the new roof, Comstock – additional \$5,090 for the rotted decking that was found during the re-roof and Park – additional \$1,776 for bathroom venting through the roof.

SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in the form attached as Change Order No. 1 in the amount of \$10,466.00; an increase to the MI-HOPE Grant Project Contract with Merkel and Kenney, LLC, revising the total grant amount from \$192,341.00 to \$202,807.00.

THIRD: the accounts payable department is authorized to pay Merkel & Kenney, LLC for work satisfactorily completed up to the revised amount of \$202,807.00.

FOURTH: the above expenses shall be paid from 254.200.818.000-MSHDAMIHOPE, after funds are received from MSHDA.

Master Plan Implementation Goals: 1.14, 6.6

Contract Authorization – M-71 Sidewalk Improvements. Authorize contract with MDOT for the replacement and/or improvement of sidewalks along M-71 from Main Street to Corunna Avenue in exchange for future maintenance of said sidewalks.

RESOLUTION NO. 120-2024

**RESOLUTION AUTHORIZING EXECUTION OF
MICHIGAN DEPARTMENT OF TRANSPORTATION
AGREEMENT NO. 24-5279
FOR SIDEWALK IMPROVEMENTS ALONG M-71 (WASHINGTON STREET
AND WATER STREET)
FROM CORUNNA AVENUE TO MAIN STREET**

WHEREAS, the Michigan Department of Transportation (MDOT) plans road improvements along M-71 (Washington Street and Water Street) from Corunna Avenue to Main Street; and

WHEREAS, the scope of project includes sidewalk replacement along Washington Street from Corunna Avenue to Water Street and sidewalk ramp improvements along Water Street from Washington Street to Main Street; and

WHEREAS, the City is responsible for operation and maintenance of sidewalks along state highways; and

WHEREAS, after review, city staff recommends approval of MDOT Agreement No. 24-5279 for the proposed sidewalk construction work along Highway M-71 (Washington Street) from Corunna Avenue to Water Street and along Highway M-71 (Water Street) from Washington Street to Main Street; and all together with necessary related work (also referred to as 'project'); and

WHEREAS, MDOT requires the city of Owosso adopt a resolution indicating its acceptance of the sidewalk construction at the completion of the project as set forth in the agreement.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The city of Owosso has theretofore determined that it is advisable, necessary and in the public interest to approve MDOT Contract No. 24-5279 for the proposed sidewalk improvements along M-71 (Washington Street and Water Street)

SECOND: That the Mayor and City Clerk are hereby authorized to sign the Agreement as attached.

Change Order – 2022-2024 Water Service Line Replacement Project. Approve Change Order No. 2 to the contract between the City of Owosso and Green Tech Systems, LLC to the 2022-2024 Water Service Line Replacement Project in the amount of \$783.46.

RESOLUTION NO. 121-2024

**AUTHORIZING CHANGE ORDER NO. 2
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND
GREEN TECH SYSTEMS, LLC
TO THE 2022-2024 WATER SERVICE LINE REPLACEMENT PROJECT**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with Green Tech Systems, LLC on March 21, 2022 for the 2022-2024 Water Service Line Replacement Project for water service line replacements on various streets throughout the city; and

WHEREAS, Green Tech Systems, LLC has since completed the project and Change Order No. 2 is necessary to balance contract quantities.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to amend the 2022-2024 Water Service Line Replacement contract with Green Tech Systems, LLC to reflect unit quantities used to complete the project.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 2 in the amount of \$783.46; an increase to the Contract for Services between the city of Owosso and Green Tech Systems LLC, revising the total current contract amount from \$3,343,677.80 to \$3,344,461.26.

THIRD: The accounts payable department is authorized to pay Green Tech Systems, LLC for work satisfactorily completed up to the revised contract amount of \$3,344,461.26.

FOURTH: The above expenses shall be paid from Water Fund Accounts 591-552-818.000-DWSRF755501 in the amount of \$3,331,600.00 and 591-552-818.000 in the amount of \$12,861.26.

Master Plan Implementation Goals: 3.4

Payment Authorization – Emergency Repair of Owosso Aerial Tower 1. (This item was added to the agenda). Approve payment to Front Line Services Inc. (FLSI) for the emergency repair of Owosso Aerial Tower 1 in the amount of \$15,387.00.

RESOLUTION NO. 122-2024

**AUTHORIZING PAYMENT TO
FRONT LINE SERVICES INC.
FOR EMERGENCY REPAIR OF OWOSSO FIRE DEPARTMENT TOWER 1**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has a fire department vehicle Tower 1 one that required an emergency repair of the vehicle, and

WHEREAS, the city directed Front Line Services Inc., to proceed and make the emergency repair, which subsequently totaled \$15,387.00, and

WHEREAS, the Public Safety Chief has reviewed the detailed billing from Front Line Services Inc. for the cost of the repair and recommends payment in the amount of \$15,387.00 for the work that was satisfactorily completed.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: The City of Owosso has heretofore determined that it was necessary and in the public interest to contract with Front Line Services, Inc. for the emergency repairs to Owosso Fire Department vehicle Tower one.

SECOND: The accounts payable department is authorized to submit payment to Front Line Services Inc. in the amount up to \$15,387.00 as authorized by Council this 5th day of August 2024.

THIRD: The above expenses shall be paid from the Fire Department vehicle repair fund.

Warrant No. 645. Authorize Warrant No. 645 as follows:

Vendor	Description	Fund	Amount
Waste Management	Service Period July 1 – 15, 2024	WWTP	\$10,544.20
BS&A Software	Annual Service / Support Fee	Varies	\$30,636.00

Check Register – July 2024. Affirm check disbursements totaling \$3,149,346.66 for July 2024.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmembers Fear, Pidek, Mayor Pro-Tem Osika, Councilmembers Law, Olson and Mayor Teich

NAYS: None.

ABSENT: Councilmember Haber

ITEMS OF BUSINESS

Designate Contract Administrator – State Trunkline Maintenance Contract

Motion by Councilmember Olson to approve the designation of Director of Engineering Clayton R. Wehner as the contract administrator for the MDOT State Trunkline Maintenance Contract.

RESOLUTION NO. 123-2024

**AUTHORIZING THE DIRECTOR OF ENGINEERING TO SERVE AS
CONTRACT ADMINISTRATOR FOR THE
MICHIGAN DEPARTMENT OF TRANSPORTATION
STATE TRUNKLINE MAINTENANCE CONTRACT**

WHEREAS, within the city limits of Owosso, Shiawassee County, Michigan, there are several state trunklines (M-21, M-52, M-71) and bridges owned by the State of Michigan; and

WHEREAS, these trunklines require constant maintenance and the Michigan Department of Transportation (MDOT) has found that contracting with the City for maintenance of said trunklines and bridges is in the best interest of the public; and

WHEREAS, MDOT requires the city to authorize an individual to serve as Contractor Administrator and sign the contract.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: the Director of Engineering Clayton Wehner is hereby designated as the Contract Administrator for the MDOT State Trunkline Maintenance Contract.

SECOND: the Director of Engineering Clayton Wehner is hereby designated to sign and execute said contract after city council approval.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmembers Pidek, Law, Fear, Olson, Mayor Pro-Tem Osika, and Mayor Teich.

NAYS: None.

ABSENT: Councilmember Haber.

Marijuana License Transfer Request

Motion by Mayor Pro-Tem Osika to approve the transfer of ownership of the Adult Use Recreational Grow License located at 1455 Industrial Drive from Zayna Enterprises LLC to Gary Omell.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmembers Law, Fear, Pidek, Mayor Pro-Tem Osika, Councilmember Olson, and Mayor Teich.

NAYS: None.

ABSENT: Councilmember Haber.

Change Order – 2023 Sanitary Sewer Repair Project. (This item was moved from the Consent Agenda to Items of Business).

Discussion was held on whether or not the Consent Agenda items should be capped at a certain dollar amount and whether the items are Change Orders or Bids.

There is not a policy, it is based on past practice and Department Head recommendations.

Motion by Councilmember Fear to approve Change Order No. 1 to the 2023 Sanitary Sewer Repair Project contract in the amount of \$141,864.98 to balance contract quantities for the 2023 work and add new quantities for the 2024 work.

RESOLUTION NO. 124-2024

**AUTHORIZING CHANGE ORDER NO. 1
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND
GLAESER DAWES CORPORATION
TO THE 2023 SANITARY SEWER REPAIR PROJECT**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with Glaeser Dawes Corporation on March 20, 2023 for the 2023 Sanitary Sewer Repair Project to perform open-cut sanitary sewer repairs on various streets throughout the city; and

WHEREAS, city staff desires to make additional open-cut sanitary sewer repairs during the 2024 construction season; and

WHEREAS, Glaeser Dawes Corporation has agreed to perform these additional open-cut sanitary sewer repairs at their 2023 prices, and a change order in the amount of \$141,864.98 is necessary to increase the contract amount for the additional repairs.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to amend the 2023 Sanitary Sewer Repair Project contract with Glaeser Dawes Corporation to increase the contract amount to complete additional open-cut sanitary sewer repairs.

SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 1 in the amount of \$141,864.98; an increase to the Contract for Services between the city of Owosso and Glaeser Dawes Corporation, revising the total current contract amount from \$229,049.89 to \$370,914.87.

THIRD: the accounts payable department is authorized to pay Glaeser Dawes Corporation for work satisfactorily completed up to the revised contract amount of \$370,914.87.

FOURTH: the above expenses shall be paid from Sanitary Sewer Fund Account No. 590-901-973.000-SEWERREHAB.

Motion supported by Councilmember Olson.

Roll Call Vote.

AYES: Councilmembers Fear, Law, Mayor Pro-Tem Osika, Councilmembers Olson, Pidek and Mayor Teich.

NAYS: None.

ABSENT: Councilmember Haber.

Master Plan Implementation Goals: 3.4

COMMUNICATIONS

Brad A. Barrett, Finance Director. Revenue & Expenditure Report – June 2024.
Tanya S. Buckelew, Planning & Building Director. June 2024 Building Department Report.
Tanya S. Buckelew, Planning & Building Director. June 2024 Code Violations Report.
Tanya S. Buckelew, Planning & Building Director. June 2024 Inspections Report.
Tanya S. Buckelew, Planning & Building Director. June 2024 Certificates Issued Report.
Kevin D. Lenkart, Public Safety Director. June 2024 Police Report.
Downtown Development Authority. Minutes of July 10, 2024.
Parks and Recreation Commission. Minutes of July 24, 2024.
Historical District Commission. Minutes of June 20, 2024.

CITIZEN COMMENTS AND QUESTIONS

Diana Hayes spoke about the ankle deep water recently at the Korner Pub. Apologized for cutting a city tree down and had questions about what she can do on her property.

Mayor Teich suggested she stop by his office to discuss further.

Tom Manke talked about the flooding in Westtown and what is the city going to do about it.

Councilmember Dan Law talked about the flooding in Westtown and it has been an issue for over a decade and suggested this be on the radar for a future project.

Councilmember Fear reminded everyone to vote tomorrow and the Clerk's office is doing a great job.

Mayor Teich stated National Night Out is tomorrow August 6, 2024 from 5 to 7 pm in the city hall parking lot.

NEXT MEETING

Monday, August 19, 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
Downtown Historic District Commission – term expires June 30, 2027
Parks & Recreation Commission – term expires June 30, 2026
Parks & Recreation Commission – term expires June 30, 2026
Planning Commission - term expires June 30, 2027
Zoning Board of Appeals – Alternate – term expires June 30, 2024
Zoning Board of Appeals – Alternate – term expires June 30, 2025

ADJOURNMENT

Motion by Councilmember Fear for adjournment at 8:30 p.m.

Motion supported by Councilmember Law and concurred in by unanimous vote.

Robert J. Teich, Jr., Mayor

Tanya S. Buckelew, Recording Clerk