

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, DECEMBER 16, 2024  
6:30 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 2, 2024:**

**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. Audit Presentation. Presentation of the annual audit by Ken Berthiaume, Principal CPA, with Berthiaume & Co. CPAs.

**PUBLIC HEARINGS**

1. Proposed Special Assessment District No. 2025-104 - Hazards and Nuisances. Conduct a public hearing to receive citizen comment regarding proposed Special Assessment District No. 2024-104, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances at 609 Martin Street.  
**Master Plan Implementation Goals: 1.1**

**CITIZEN COMMENTS**

**COUNCIL COMMENTS**

**CONSENT AGENDA**

1. Boards and Commissions Appointments. Approve the following Mayoral Boards and Commissions appointments:

<b>Name</b>	<b>Board/Commission</b>	<b>Term Expires</b>
Ronald Dankert*	Board of Review	12-31-2029
Nicholas Albertson	Planning Commission	06-30-2027

\* Indicates reappointment

2. Change Order – 2024 Sidewalk Program Contract. Approve Change Order No. 1 to the 2024 Sidewalk Replacement Program Contract adding \$159,750.00 for the 2025 Sidewalk Replacement Program, and approve payment to the contractor up to the amended amount of \$297,280.00 upon completion of the work or portion thereof.  
**Master Plan Implementation Goals:** 3.4, 5.2, 5.21
3. MI-HOPE Grant Amendment - Additional Funds Acceptance. Accept Amendment No. 2 to the Michigan Housing Opportunities Promoting Energy Efficiency Grant # ARP-2023-37-MIH (MI-HOPE) for additional awarded funds in the amount of \$100,000 to complete home improvement projects for an additional five selected residential homes in accordance with the Grant Program Guidelines.  
**Master Plan Implementation Goals:** 3.7
4. Change Order - MI-HOPE Grant Construction Project. Approve Change Order No. 3 to the contract with Merkel & Kenney, Inc. for the MI-HOPE Grant Construction Project in the amount of \$100,000.00 for complete home improvement projects for an additional five selected residential homes and further authorize payment to the contractor upon satisfactory completion of the work or portion thereof up to the amount of \$316,805.00.  
**Master Plan Implementation Goals:** 3.7
5. Bid Award – 2025 Drainage Improvement Project. Approve bid award to Wombat Services, LLC for the 2025 Drainage Improvement Project in the amount of \$125,509.31, and further approve payment to the contractor upon satisfactory completion of the project or portion thereof.  
**Master Plan Implementation Goals:** 3.4
6. Professional Services Agreement – Governmental Accounting Services. Authorize a professional services agreement with Taylor and Morgan, C.P.A., P.C. for the provision of onsite governmental accounting services in an amount not to exceed \$30,000.00, and further authorize payment to the firm for services rendered in accordance with the contract.

**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, 2024.
2. Set Special Meeting. Consider setting a special meeting for Wednesday, January 8, 2025 at 6:30 p.m. for the purpose of conducting a goal-setting session.

**CITIZEN COMMENTS**

**COUNCIL COMMENTS**

**COMMUNICATIONS**

1. Nathan R. Henne, City Manager. Fire Hydrant Flushing & Maintenance Program.
2. Allie McGuire, DDA/OMS Board. Letter of resignation.
3. Tanya S. Buckelew, Planning & Building Director. November 2024 Building Department Report.
4. Tanya S. Buckelew, Planning & Building Director. November 2024 Code Violations Report.
5. Tanya S. Buckelew, Planning & Building Director. November 2024 Inspections Report.
6. Tanya S. Buckelew, Planning & Building Director. November 2024 Certificates Issued Report.
7. Kevin D. Lenkart, Public Safety Director. November 2024 Police Report.
8. Kevin D. Lenkart, Public Safety Director. November 2024 Fire Report.
9. Downtown Development Authority/Owosso Main Street Board. Minutes of December 4, 2024.

**NEXT MEETING**

Monday, January 06, 2025

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2026  
Building Board of Appeals – Alternate - term expires June 30, 2025  
DDA/OMS Board – term expires June 30, 2028  
Zoning Board of Appeals – Alternate – term expires June 30, 2027  
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: [city.clerk@ci.owosso.mi.us](mailto:city.clerk@ci.owosso.mi.us). The City of Owosso Website address is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).