

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, JULY 21, 2025
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 THE REGULAR MEETING OF JULY 7, 2025:

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

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS

COUNCIL COMMENTS

CONSENT AGENDA

1. Change Order – 2025 Sewer Lining Project. Approve Change Order No. 1 to the 2025 Sewer Lining Project contract with J & J Environmental, Inc. adding \$185,025.00 to the contract for additional sewer lining, and authorize payment to the contractor up to the adjusted contract amount of \$301,675.00.
2. Change Order – Parking Ticket Management System. Approve Change Order No. 1 to the Parking Ticket Management System contract with Passport Labs, Inc. adding \$1,274.99 for a case of custom citation paper and shipping, and authorize payment to the vendor upon satisfactory delivery of said product.

3. Annual PO Request – Legal Services. Authorize annual purchase order in the amount estimated at \$154,000.00 for legal services provided by the City Attorney, Gould Law P.C., for the fiscal year ending June 30, 2026.
4. Purchase Authorization – Pickup Truck. Waive competitive bidding requirements, authorize the joint purchase of one 2026 Ford F350 Super Cab 4x4 pickup from Lunghamer Ford of Owosso, LLC in the amount of \$52,383.00 utilizing State of Michigan Contract No. 240000001208 for use as a meter truck, and further authorize payment upon satisfactory delivery of the vehicle.
5. Purchase Authorization – Service Body. Waive competitive bidding requirements, authorize the joint purchase of one Dakota Bodies 8' service body from Truck and Trailer Specialties, Inc. in the amount of \$30,680.00 utilizing State of Michigan Contract No. 240000000167 to outfit the meter truck, and further authorize payment upon satisfactory delivery of the vehicle.
6. Purchase Authorization – Police Admin Vehicle. Waive competitive bidding requirements, authorize the joint purchase of one 2025 Ford Bronco Sport 4x4 from Lunghamer Ford of Owosso, LLC in the amount of \$31,222.00 utilizing Macomb County Contract No. 21-18, and further authorize payment to the vendor upon satisfactory delivery of the vehicle.
7. Purchase Authorization – Street Sweeper. Waive competitive bidding requirements, authorize a joint purchase from MacQueen Equipment, LLC dba Bell Equipment Co. for the purchase of one 2025 Elgin Pelican Street Sweeper in the amount of \$233,755.00 under the terms of State of Michigan Contract No. 240000000166, and further authorize payment to the vendor upon satisfactory delivery of the equipment.
8. Purchase Authorization – Vactor Truck. Waive competitive bidding requirements, authorize the joint purchase of one 2026 Vactor 2100i sewer cleaning truck from MacQueen Equipment, LLC in the amount of \$541,551.00 utilizing Sourcewell Cooperative Contract # 10122-VTR, and further authorize payment upon satisfactory delivery of the vehicle.
9. Installment Purchase Agreement – Huntington Bank. Approve an installment purchase agreement to finance the purchase of a street sweeper and a vactor truck in the amount of \$783,060.00 at 4.44% interest over a period of 84 months.
10. Sole Source Purchase – Secondary Sludge Pump. Waive competitive bidding requirements, authorize the sole source purchase of a Penn Valley Pump, model 6DDSX107CNG-MK1, in the amount of \$51,910.00 for use as a secondary sludge pump at the WWTP, and further authorize payment to the vendor upon satisfactory delivery of said equipment.
11. Warrant No. 658. Authorize Warrant No. 658 as follows:

Vendor	Description	Fund	Amount
Owosso Charter Township	Water Agreement – Quarter ending 6-30-2025	Water	\$22,250.01
Caledonia Charter Township	Water Agreement – Quarter ending 6-30-2025	Water	\$48,241.81
Gould Law PC	Legal Services June 2025 – July 14 2025	Varies	\$14,264.52

ITEMS OF BUSINESS

1. Contract Approvals – Ludington Electric, Inc. Reiterate acknowledgement of the pecuniary interest of Councilmember Ludington in the contract(s) in question and consider approval of \$4,801.59 in contracts with Ludington Electric, Inc. for the period of June 2025.

2. Property Purchase – S. Park Street. Consider resolution authorizing purchase of property on S. Park Street (part of Parking Lot #10) in the amount of \$8,118.39 per the provisions of Public Acct 206 of 1893.
3. Unpaid Parking Ticket Write-Off. Consider writing off \$5,130.00 in unpaid parking tickets recorded in the fiscal year ending June 30, 2024 due to uncollectability and administrative costs outweighing returns.
4. Paperless Utility Billing. Consider a resolution authorizing a paperless billing option for utility billing.

CITIZEN COMMENTS

COUNCIL COMMENTS

COMMUNICATIONS

1. Tanya S. Buckelew, Planning & Building Director. June 2025 Building Department Report.
2. Tanya S. Buckelew, Planning & Building Director. June 2025 Code Violations Report.
3. Tanya S. Buckelew, Planning & Building Director. June 2025 Inspections Report.
4. Tanya S. Buckelew, Planning & Building Director. June 2025 Certificates Issued Report.
5. Kevin D. Lenkart, Public Safety Director. June 2025 Police Report.
6. Kevin D. Lenkart, Public Safety Director. June 2025 Fire Report.
7. Historic District Commission. Minutes of June 18, 2025.
8. Downtown Development Authority/Main Street Board. Minutes of July 9, 2025.

NEXT MEETING

Monday, August 4, 2025

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2027
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, 2028

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. The City of Owosso Website address is www.ci.owosso.mi.us.