

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, NOVEMBER 17, 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 NOVEMBER 3, 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. Boards and Commissions Appointments. Approve the following Mayoral Boards and Commissions appointments:

Name	Board/Commission	Term Expires
Deb Adams*	Historical Commission	12-31-2028
Lorraine Weckwert	Historical Commission (effective January 1, 2026)	12-31-2028

* Indicates reappointment

2. Proposed Special Assessment Project – Woodlawn Avenue. Authorize Resolution No. 1 for proposed Special Assessment District No. 2026-01 for Woodlawn Avenue from Monroe Street to Corunna Avenue for street rehabilitation.
3. Traffic Control Order Request – NYE Ball Drop & Block Party. Approve request from the Owosso Masonic Lodge for the closure of S. Washington Street from Comstock Street to Jerome/Water Street on Wednesday, December 31, 2025 at 9:00 p.m. until Thursday, January 1, 2026 at 2:00 a.m. for the New Year's Eve Ball Drop & Block Party and approve Traffic Control Order no. 1551 formalizing the request.
Master Plan Implementation Goals: 4.2, 4.6, 5.9, 5.12
4. Surface Transportation Program Fund Application - Comstock Street. Approve grant application to the Michigan Department of Transportation for Surface Transportation Program funds to assist in the reconstruction of Comstock Street from Park Street to Gould Street, authorize participation in the Small Urban Program, and further authorize commitment of City funds in the amount of \$4,166,000.00 plus the cost of project design engineering and construction administration.
Master Plan Implementation Goals: 3.4, 3.10, 3.22, 6.6
5. MDOT Performance Resolution. Authorize resolution outlining the City's responsibilities in relation to the granting of permits by MDOT to construct, operate, use and/or maintain utility or other facilities, and/or to conduct other activities, on, over, and/or under a state highway right of way.
Master Plan Implementation Goals: 3.22
6. Change Order – WWTP Secondary Clarifier Project. Approve Change Order No. 4 to the WWTP Secondary Clarifier Project contract with RCL Construction Co., Inc., increasing the contract by \$255,078.00 for two new valve actuators and electrical runs, two new slide gates, a yard light, new concrete channel inside the chlorine tank, and curb replacement, and further approve payment to the contractor up to the amount of \$6,377,495.00 upon satisfactory completion of the work or portion thereof.
Master Plan Implementation Goals: 3.4, 3.7
7. Professional Services Agreement – 2026 DWSRF Projects – Engineering Services. Authorize professional services agreement with Fishbeck for engineering services for the Gute Hill Booster Station Improvement Project, Osburn Well Rehabilitation Project, and evaluation of Water Treatment Plant Chemistry in the amount of \$385,360.00, with Tasks 2 & 3 contingent upon receipt of DWSRF funding for the projects, and approve payment to the engineer upon satisfactory completion of the project or portion thereof.
Master Plan Implementation Goals: 3.4, 3.7
8. Professional Services Agreement – 2026 CWSRF Projects – Engineering Services. Authorize professional services agreement with Fishbeck for engineering services for the Nitrification and Roughing Towers project and the Collections System Analysis project at the WWTP in the amount of \$1,299,780.00, with task 4 contingent upon receipt of CWSRF funding for the projects, and approve payment to the engineer upon satisfactory completion of the project or portion thereof.
9. Professional Services Agreement – Corunna WTP Connection Project – Engineering Services. Authorize professional services agreement with Fishbeck for engineering services for the Corunna WTP Connection project and approve payment to the engineer upon satisfactory completion of the project or portion thereof. (Documentation for this item will be provided as soon as it becomes available.)
10. Bid Award – Community Engagement Portal. Approve bid award to Concourse Tech Inc. for the provision of a community engagement portal in the amount of \$7,500.00 per year for a period of three years, and further approve payment to the vendor up to the amount of \$22,500.00.

11. Bid Award – Water Portal. Approve bid award to Concourse Tech Inc. for the provision of a public water portal in the amount of \$8,400.00 per year for a period of three years, and further approve payment to the vendor up to the amount of \$25,200.00.

ITEMS OF BUSINESS

1. NYE Ball Drop & Block Party Fireworks Permit Request. Consider the request of the Owosso Masonic Lodge for permission to hold a public fireworks display operated by Wolverine Fireworks Display, Inc. during the City's New Year's Eve Ball Drop & Block Party event.
Master Plan Implementation Goals: 4.2, 4.5, 4.6, 4.16, 5.9, 5.12

CITIZEN COMMENTS

COUNCIL COMMENTS

COMMUNICATIONS

1. Matthew Van Epps, Downtown Historic District Commission. Letter of resignation.
2. Tanya S. Buckelew, Planning & Building Director. October 2025 Building Department Report.
3. Tanya S. Buckelew, Planning & Building Director. October 2025 Code Violations Report.
4. Tanya S. Buckelew, Planning & Building Director. October 2025 Inspections Report.
5. Tanya S. Buckelew, Planning & Building Director. October 2025 Certificates Issued Report.
6. Kevin D. Lenkart, Public Safety Director. October 2025 Police Report.
7. Kevin D. Lenkart, Public Safety Director. October 2025 Fire Report.
8. DDA/Main Street Board. Minutes of November 5, 2025.

NEXT MEETING

Monday, December 1, 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 x 2 – terms expire 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.