

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, AUGUST 19, 2024  
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 AUGUST 5, 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**

None.

**PUBLIC HEARINGS**

1. OPRA District – 207 N. Washington Street. Conduct a public hearing to receive citizen comment regarding the application from Tammie Sanders to establish an obsolete Property Rehabilitation District for the property located at 207 N. Washington Street.

**CITIZEN COMMENTS AND QUESTIONS**

**CONSENT AGENDA**

1. Set Public Hearing - OPRA Certificate – 207 N. Washington Street. Set a public hearing for Tuesday, September 3, 2024 at 7:30 p.m. to receive citizen comment regarding the application from Tammie Sanders to establish an Obsolete Property Rehabilitation Certificate for the property at 207 N. Washington Street.
2. Proposed Special Assessment Project – Howell Street. Authorize Resolution No. 2 setting a public hearing for Tuesday, September 3, 2024 at 7:30 p.m. for proposed Special Assessment District No. 2025-01 for Howell Street from the south end to Clinton Street for street resurfacing.  
**Master Plan Implementation Goals: 3.4, 3.10**

3. Proposed Special Assessment Project – Lynn Street. Authorize Resolution No. 2 setting a public hearing for Tuesday, September 3, 2024 at 7:30 p.m. for proposed Special Assessment District No. 2025-02 for Lynn Street from the west end to Howell Street for street resurfacing.  
**Master Plan Implementation Goals: 3.4, 3.10**
4. Proposed Special Assessment District No. 2024-101 – Hazards and Nuisances. Authorize Resolution No. 1 setting a public hearing for Tuesday, September 3, 2024 at 7:30 p.m. to receive citizen comment regarding proposed Special Assessment District No. 2024-101, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances at 1404 South Chipman Street.  
**Master Plan Implementation Goals: 1.1**
5. Proposed Special Assessment District No. 2024-102 – Hazards and Nuisances. Authorize Resolution No. 1 setting a public hearing for Tuesday, September 3, 2024 at 7:30 p.m. to receive citizen comment regarding proposed Special Assessment District No. 2024-102, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances at 643 North Hickory Street.  
**Master Plan Implementation Goals: 1.1**
6. Traffic Control Order Request – Cantu 5k Run. Approve the request from Jennifer Clarke for the partial closure of various streets in the northeast quadrant of the City on Sunday, August 25, 2024 from 9:00 a.m. – 1:00 p.m. for the annual PFC Cantu 5k Run, waive the insurance requirement, and further approve Traffic Control Order No. 1519 formalizing the request.  
**Master Plan Implementation Goals:**
7. Mortgage Discharge – 110 E Exchange Street. Authorize discharge of mortgage as it relates to 110 E. Exchange Street (James Gutting) and further authorize the Mayor and City Clerk to execute appropriate documents.
8. Contract Modification – Safe Routes to School Project. Authorize Contract Modification No. 1 to the Safe Routes to School contract with the Michigan Department of Transportation (MDOT) to add additional contract items increasing the total by \$4,456.52, and further authorize payment to the contractor upon satisfactory completion of the project or portion thereof.
9. Change Order No. 1 – Safe Routes to School Project Engineering. Approve Change Order No. 1 to the Safe Routes to School Project Engineering Services Contract with Spicer Group for additional engineering services in the amount of \$54,295.00 and authorize payment to the vendor increasing the total to \$181,548.00.
10. Purchase Order Amendment – Lift Stations Control Cabinets Rehabilitation. Authorize amendment to Purchase Order No. 45476 with Utilities Instrumentation Service (UIS) for additional inspection services at the Osburn Lift Station in the amount of \$486.00 and authorize payment to the vendor increasing the total to \$35,181.00.  
**Master Plan Implementation Goals: 3.4, 3.7**
11. Change Order No. 2 – MI-HOPE Grant Project. Approve Change Order No. 2 to the contract with Merkel & Kenney, Inc. for the MI-HOPE Grant Project, adding \$13,998.00 for additional work and materials required for the first five homes and further approve payment to the contractor up to the adjusted contract amount of \$216,805.00 upon satisfactory completion of the work or portion thereof.  
**Master Plan Implementation Goals: 1.14, 6.6**
12. Purchase Authorization – Police Vehicles. Waive competitive bidding requirements, authorize a joint purchase from Lunghamer Ford of Owosso, LLC for the purchase of two 2025 Ford Interceptor Police Utility vehicles in the amount of \$97,452.00 under the terms of State of Michigan Contract No. 071 B7700180/Macomb County Contract #21-18, and further authorize payment to the vendor upon satisfactory delivery of the vehicles, \$43,706.00 of which shall be reimbursed with USDA Rural Development grant funding.  
**Master Plan Implementation Goals: 3.2**

13. Purchase Authorization – Police Admin Vehicle. Waive competitive bidding requirements, authorize a joint purchase from Lunghamer Ford of Owosso, LLC for the purchase of one 2024 Bronco Sport utility vehicle in the amount of \$32,802.00 under the terms of State of Michigan Contract No. 071 B7700180/Macomb County Contract #21-18, and further authorize payment to the vendor upon satisfactory delivery of the vehicle, \$11,480.00 of which shall be reimbursed with USDA Rural Development grant funding.

**Master Plan Implementation Goals: 3.2**

14. Warrant No. 646. Authorize Warrant No. 646 as follows:

<b>Vendor</b>	<b>Description</b>	<b>Fund</b>	<b>Amount</b>
Shiawassee Economic Development Partnership	Annual Investment Pledge – Champion Level	General	\$40,000.00
Waste Management	Service Period 7-16-2024 through 7-31-2024	WWTP	\$10,688.50
Gould Law PC	Legal Services (07-09-2024 through 08-12-2024)	Various	\$16,735.64

**ITEMS OF BUSINESS**

1. Closed Session. Consider holding a closed session at the conclusion of the second session of Citizen Comments and Questions for the purpose of discussing collective bargaining negotiations.

**COMMUNICATIONS**

1. Tanya S. Buckelew, Planning & Building Director. July 2024 Building Department Report.
2. Tanya S. Buckelew, Planning & Building Director. July 2024 Code Violations Report.
3. Tanya S. Buckelew, Planning & Building Director. July 2024 Inspections Report.
4. Tanya S. Buckelew, Planning & Building Director. July 2024 Certificates Issued Report.
5. Kevin D. Lenkart, Public Safety Director. July 2024 Police Report.
6. Kevin D. Lenkart, Public Safety Director. July 2024 Fire/EMS Report.
7. Downtown Development Authority. Minutes of August 7, 2024.

**CITIZEN COMMENTS AND QUESTIONS**

**CLOSED SESSION** (if approved)

**NEXT MEETING**

Tuesday, September 03, 2024

**BOARDS AND COMMISSIONS OPENINGS**

- Building Board of Appeals – Alternate - term expires June 30, 2026
- Building Board of Appeals – Alternate - term expires June 30, 2025
- Downtown Historic District Commission – term expires June 30, 2027
- Planning Commission - term expires June 30, 2027
- 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).