

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

**Meeting to be held at City Hall
301 West Main Street**

AGENDA

OPENING PRAYER / INVOCATION:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF NOVEMBER 4, 2024:

APPROVAL OF THE MINUTES OF ORGANIZATIONAL MEETING OF NOVEMBER 18, 2024:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF NOVEMBER 18, 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. Giving Tuesday/Raise Up Shiawassee Proclamation. A Proclamation of the Mayor's Office declaring Tuesday, December 3, 2024 as Giving Tuesday/Raise Up Shiawassee Day in the City of Owosso.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS

COUNCIL COMMENTS

CONSENT AGENDA

1. Proposed Special Assessment District No. 2025-104 - Hazards and Nuisances. Authorize Resolution No. 1 setting a public hearing for Monday, December 16, 2024 to receive citizen comment regarding proposed Special Assessment District No. 2025-104, 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.

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

Name	Board/Commission	Term Expires
Christopher Owens	Owosso Historical Commission Council Representative	11-09-2026
Steve Teich	Owosso Historical Commission (term effective 01-01-2025)	12-31-2027
Daniel Law	Planning Commission	06-30-2027

3. 2025 Schedule of Meetings. Adopt the 2025 Boards and Commissions Meetings Schedule.
4. 2025 Income Threshold Poverty Exemptions. Adopt the 2025 Income Threshold Poverty Exemptions, as required by Public Act No. 390 of 1994.
5. Change Order – Street Patches. Approve Change Order No. 3 to the 2023 Street Patches contract with TJ Smith Sand & Gravel, Inc. increasing the amount by \$101,620.00 and extending the contract until November 30, 2025 for the 2025 Street Patches program, and further approve payment to the contractor up to the amount of \$268,527.50.
Master Plan Implementation Goals: 3.4
6. Contract Modification – Stewart Street Reconstruction. Authorize Contract Modification No. 1 to the Stewart Street Reconstruction project contract with MDOT increasing the contract amount \$9,243.79 for the additional contract items and to balance contract quantities, and further authorize payment up to the contract amount plus Modification No. 1.
Master Plan Implementation Goals: 3.4, 3.22, 6.6
7. Transfer Agreement – Ambulance Purchase. Authorize transfer agreement assigning the City of Owosso purchase agreement for one 2026 Ford Type 3 E-450 ambulance from Kodiak Emergency Equipment, Inc. to MacQueen Equipment, LLC.
8. Professional Services Agreement – City Hall Improvements Project. Authorize a professional services agreement with Spicer Group for engineering services for the City Hall Improvements Project in the amount of \$44,000, and further authorize payment to the engineer upon satisfactory completion of the project or portion thereof.
Master Plan Implementation Goals: 3.8, 4.7, 6.7
9. Contract Authorization – WWTP Air Compressors Service Agreement. Waive competitive bidding requirements, authorize a 2-year service agreement in the amount of \$19,572.00 with OTC Industrial Technologies, the sole source provider of service in Michigan for air compressors at the WWTP, and further authorize payment up to the contract amount.
Master Plan Implementation Goals: 3.4
10. Bid Award – Sewer Televising. Approve bid award to MEC Underground Solutions LLC for the 2025 Sewer Televising Project in the amount of \$31,925.00, and further approve payment to the contractor up to the contract amount upon satisfactory completion of the project or portion thereof.
Master Plan Implementation Goals: 3.4
11. Check Register – November 2024. Affirm check disbursements totaling \$2,725,925.22 for November 2024.

ITEMS OF BUSINESS

1. Social District Expansion. Consider expansion of the Downtown Social District and Downtown Commons Area boundaries.
Master Plan Implementation Goals: 1.17, 4.5, 4.6, 4.16, 5.9, 5.10, 5.12, 5.36

2. Downtown Revolving Loan & Grant Program Revisions. Consider revisions to the Downtown Revolving Loan & Grant Program and the establishment of a memorandum of understanding with Lapeer Development Corporation for the review and process of loan requests submitted to the Program.
3. Emergency Action Support Plan Adoption. Consider adoption of the Emergency Action Support Plan for the City of Owosso.
Master Plan Implementation Goals: 7.1
4. Goal Setting Process. Consider approval of a structured goal-setting process to identify, prioritize, and guide the City's strategic objectives for FY 2025-2026.
Master Plan Implementation Goals: A.5, 3.6

CITIZEN COMMENTS

COUNCIL COMMENTS

CITY MANAGER REPORT

1. Nathan R. Henne, City Manager. City Manager Report – November 2024.

COMMUNICATIONS

1. Brad A. Barrett, Finance Director. Financial Report – October 2024.
2. Owosso Historical Commission. Minutes of November 12, 2024.

NEXT MEETING

Monday, December 16, 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
 Planning Commission - term expires June 30, 2026
 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. The City of Owosso Website address is www.ci.owosso.mi.us.