

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MINUTES OF JULY 21, 2025  
6:30 P.M.  
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

**PRESIDING OFFICER:** MAYOR ROBERT J. TEICH, JR.

**OPENING PRAYER:** A MOMENT OF SILENCE WAS HELD

**PLEDGE OF ALLEGIANCE:** MAYOR ROBERT J. TEICH, JR.

**PRESENT:** Mayor Robert J. Teich, Jr., Councilmembers Janae L. Fear, Carl C. Ludington, Emily S. Olson, Rachel M. Osmer, and Christopher D. Owens.

**ABSENT:** Mayor Pro-Tem Jerome C. Haber.

**APPROVE AGENDA**

Motion by Councilmember Ludington to approve the agenda as presented.

Motion supported by Councilmember Osmer and concurred in by unanimous vote.

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF JULY 7, 2025**

Motion by Councilmember Osmer to approve the Minutes of the Regular Meeting of July 7, 2025 as presented.

Motion supported by Councilmember Ludington and concurred in by unanimous vote.

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

None.

**PUBLIC HEARINGS**

None.

**CITIZEN COMMENTS**

Tom Manke, 2910 W. M-21, said the City could still collect the \$5,000 in unpaid parking tickets that it proposes to write-off, noting that back in 2012 the Council turned over a large number of unpaid tickets to the Secretary of State Office which refused to renew the driver's licenses of those with multiple unpaid parking tickets. He said he recognized that sometimes the cost to pursue these debts outweighs the revenue that can be gained, though he thought that the City should publicly name all those with unpaid parking tickets.

Jeff Turner, 204 Oakwood Avenue, said he would like to see stepped up parking enforcement in his neighborhood as multiple cars are left on the streets overnight. He also asked if the City would look into the condition of the property at 326 Dewey Street as it presents a danger to the neighborhood. Lastly, he noted his objection to the Cruise the Pits event because attendees were doing damage to City streets that citizens have to pay for.

Mike Martin, 915 E. King Street, asked for additional police patrol on N. Gould Street, saying that speeding has been a problem. He also said he would like to see scooter activity curtailed on the streets as the vehicles disturbed the peace and were unsafe after dark.

Mayor Teich said he was not familiar with the idea that the names of debtors are always listed for the public to see.

**COUNCIL COMMENTS**

None.

**CONSENT AGENDA**

Motion by Councilmember Olson to approve the Consent Agenda as follows:

**\*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 as follows:

**RESOLUTION NO. 92-2025**

**AUTHORIZING CHANGE ORDER NO. 1  
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND  
J & J ENVIRONMENTAL, INC.  
TO THE 2025 SEWER LINING PROJECT**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with J & J Environmental, Inc. on May 7, 2025 for the 2025 Sewer Lining Project to line sanitary and storm sewer on various streets throughout the city; and

WHEREAS, city staff desires to line additional sanitary and storm sewer; and

WHEREAS, J & J Environmental, Inc. has agreed to perform this additional work, and a change order in the amount of \$185,025.00 is necessary to increase the contract amount for the additional work.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to amend the 2025 Sewer Lining Project contract with J & J Environmental, Inc. increasing the contract amount to complete additional lining.

SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 1 in the amount of \$185,025.00; an increase to the Contract for Services between the city of Owosso and J & J Environmental, Inc., revising the total current contract amount from \$116,650.00 to \$301,675.00.

THIRD: the accounts payable department is authorized to pay J & J Environmental, Inc. for work satisfactorily completed up to the revised contract amount of \$301,675.00, plus previously approved contingency funds of \$20,000 for a total of \$321,675.00.

FOURTH: the above expenses shall be paid from Major and Local Street Maintenance Fund Account Nos. 202/203-463-818.000 (\$43,365.00 each) and Sanitary Sewer Fund Account No. 590-901-973.000-SEWERREHAB (\$98,295.00).

**\*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 as follows:

**RESOLUTION NO. 93-2025**

**AUTHORIZING CHANGE ORDER NO. 1  
TO THE CONTRACT WITH PASSPORT LABS INC.  
FOR THE PURCHASE OF  
PARKING ENFORCEMENT HARDWARE & SOFTWARE**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with Passport Labs Inc. for the purchase of parking enforcement hardware and software; and

WHEREAS, Passport Labs Inc., sent the City of Owosso parking citation paper at a cost of \$1,274.99.00, that was not listed in the original contract.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: it has heretofore determined that it is advisable and in the public interest to approve Change Order No. 1 to the contract with Passport Labs Inc. for parking enforcement hardware and software, adding \$1,274.99 for a case of custom paper.

SECOND: the accounts payable department is authorized to pay Passport Labs Inc. for this additional product.

THIRD: the above expenses shall be paid from Police Contractual Services 101-301-818.000.

**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 as follows:

**RESOLUTION NO. 94-2025**

**AUTHORIZING PAYMENT TO GOULD LAW P.C. FOR  
ANNUAL LEGAL SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, adopted a city charter with an effective date of July 1, 1964; and

WHEREAS, the city charter authorizes a City Attorney per Section 7.6; and

WHEREAS, Gould Law P.C. has been selected to serve as the City Attorney for the City of Owosso.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: it has heretofore determined that it is advisable, necessary and in the public's interest to pay Gould Law P.C. monthly for legal services rendered.
- SECOND: the finance department is authorized to issue a purchase order and pay Gould Law P.C. in an amount estimated at \$154,000, broken down between general administrative matters (\$60,000) and police matters (\$94,000).
- THIRD: the above expense shall be paid from various funds as outlined in the approved FYE 6-30-2026 budget.

**\*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.

(See Resolution No. 95-2025 after the following agenda item.)

**\*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 as follows:

**RESOLUTION NO. 95-2025**

**AUTHORIZING PURCHASE AGREEMENTS WITH  
LUNGHAMER FORD OF OWOSSO, LLC AND  
TRUCK AND TRAILER SPECIALTIES, INC.  
TO PROCURE**

**ONE FORD F350 PICKUP TRUCK AND ONE DAKOTA BODIES 8' SERVICE BODY  
FOR USE IN THE FLEET MOTOR POOL AS A METER TRUCK**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the replacement of one (1) pickup truck used for the installation and maintenance of underground utilities and other community public works services; and

WHEREAS, the existing meter truck is at the end of its useful service life, and is no longer cost efficient to maintain; and

WHEREAS, waiver of the purchasing policy formal bid requirements is requested, to initiate procurement upon approval and authorization; and

WHEREAS, the City of Owosso Director of Public Services & Utilities has reviewed replacement equipment listed on State of Michigan MiDeal Contracts as priced by Lunghamer Ford of Owosso, LLC and Truck and Trailer Specialties, Inc. and recommends authorizing purchase agreements between the City of Owosso and said vendors via their respective State of Michigan MiDeal Contracts.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to waive competitive bidding requirements and contract with Lunghamer Ford of Owosso, LLC for the purchase of one (1) Ford F350 pickup truck via State of Michigan MiDeal Contract No. MA 240000001208, for use in the Fleet Motor Pool, in the amount of \$ 52,383.00.

- SECOND: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to waive competitive bidding requirements and contract with Truck and Trailer Specialties, Inc. of Howell, Michigan for the purchase of one Dakota Bodies 8' Service Body via State of Michigan MiDeal Contract No. 240000000167, for use in the Fleet Motor Pool, in the amount of \$30,680.00.
- THIRD: the Accounts Payable department is authorized to submit payment to Lunghamer Ford of Owosso, LLC in the amount of \$52,383.00 (total amount may vary if financing option is utilized) upon satisfactory delivery of said vehicle.
- FOURTH: the Accounts Payable department is authorized to submit payment to Truck and Trailer Specialties, Inc. in the amount of \$30,680.00 (total amount may vary if financing option is utilized) upon satisfactory delivery of said vehicle.
- FIFTH: the Accounts Payable department is authorized to utilize financing option(s) if determined to be advantageous to the City.
- SIXTH: the above expenses shall be paid from account no. 661-901-979.000.

**\*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 as follows:

#### **RESOLUTION NO. 96-2025**

#### **AUTHORIZING THE PURCHASE OF ONE POLICE ADMINISTRATIVE VEHICLE FROM LUNGHAMER FORD OF OWOSSO, LLC**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a police department requiring the use of police vehicles; and

WHEREAS, the City of Owosso may waive competitive bidding requirements when purchasing equipment in coordination with another municipality; and

WHEREAS, the City of Owosso desires to purchase one new police administrative vehicle from Lunghamer Ford of Owosso, LLC, holder of the contract for police vehicles with Macomb County; and it is hereby determined that Lunghamer Ford of Owosso, LLC is qualified to provide such vehicles and that it has submitted a responsible and responsive bid; and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: it has theretofore determined that it is advisable, necessary and in the public interest to waive competitive bidding requirements, purchase one 2025 Ford Bronco Sport 4 X 4 from Lunghamer Ford of Owosso, LLC, utilizing Macomb County Contract No. 21-18, at a cost to the City of Owosso of \$31,222.00.
- SECOND: the Finance Director and the Director of Public Safety are hereby instructed and authorized to sign documents necessary to complete the purchase.
- THIRD: payment to Lunghamer Ford of Owosso, LLC in the amount of \$31,222.00 is authorized upon delivery of the police vehicle.
- FOURTH: the above expenses shall be paid from the Police Division Capital Outlay fund 101-301-978.000.

**\*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 as follows:

#### **RESOLUTION NO. 97-2025**

#### **AUTHORIZING PURCHASE ORDER WITH MACQUEEN EQUIPMENT, LLC TO PROCURE ONE 2025 ELGIN PELICAN STREET SWEEPER FOR USE IN THE FLEET MOTOR POOL**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the replacement of a street sweeper used for the maintenance of streets and compliance with State of Michigan MS4 storm water regulations of 2003, and

WHEREAS, the existing street sweeper is nearing its cost efficient useful life, and

WHEREAS, the City of Owosso Director of Public Services & Utilities has reviewed the replacement equipment on the State of Michigan MiDeal Contract as priced by MacQueen Equipment, LLC and recommends authorizing a purchase order with MacQueen Equipment, LLC for the purchase of one (1) 2025 Elgin Pelican street sweeper utilizing State of Michigan MiDeal Contract No. 240000000166.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to contract with MacQueen Equipment, LLC of Lake Orion, Michigan for the purchase of one (1) 2025 Elgin Pelican street sweeper using State of Michigan MiDeal Contract No. 240000000166, for use in the Fleet Motor Pool, in the amount of \$ 233,755.00.

SECOND: the accounts payable department is authorized to submit payment to MacQueen Equipment, LLC in the amount of \$ 233,755.00 (total amount may vary if financing option is utilized) upon satisfactory delivery of said equipment.

THIRD: the accounts payable department is authorized to utilize financing option(s) if determined to be advantageous to the City.

FOURTH: the above expenses shall be paid from account no. 661-901-979.000.

(See Resolution No. 99-2025 regarding financing of said purchase.)

**\*Purchase Authorization – Vector Truck.** Waive competitive bidding requirements, authorize the joint purchase of one 2026 Vector 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 as follows:

#### **RESOLUTION NO. 98-2025**

#### **AUTHORIZING PURCHASE ORDER WITH MACQUEEN EQUIPMENT, LLC TO PROCURE ONE VACTOR 2100i COMBINATION SEWER CLEANER TRUCK**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the purchase of a Vactor truck; and

Combination Single Engine Sewer Cleaner with Dual Fan on a Heavy Duty Truck Chassis from MacQueen Equipment, LLC; and

WHEREAS, the City of Owosso Director of Public Services & Utilities has reviewed the replacement equipment on Sourcewell Contract No. 10122-VTR, as priced by MacQueen Equipment, LLC, and recommends the purchase of one (1) Vactor 2100i Combination Single Engine Sewer Cleaner with Dual Fan on a Heavy Duty Truck Chasses.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to waive competitive bidding requirements and authorize a purchase order with MacQueen Equipment, LLC for the purchase of one (1) Vactor Combination Sewer Cleaner utilizing Sourcewell Competitive Contract # 10122-VTR, for use in the Fleet Motor Pool, in the amount of \$541,551.00.

SECOND: the Accounts Payable department is authorized to submit payment to MacQueen Equipment, LLC in the amount of \$541,551.00 (total amount may vary if financing option is utilized).

THIRD: the Accounts Payable department is authorized to utilize financing option(s) if determined to be advantageous to the City.

FOURTH: the above expenses shall be paid from account no. 661-901-979.000.

(See Resolution No. 99-2025 regarding financing of said purchase.)

**\*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 as follows:

**RESOLUTION NO. 99-2025**

**AUTHORIZING INSTALLMENT PURCHASE CONTRACTS  
FOR EQUIPMENT**

WHEREAS, it is determined to be necessary and desirable and in the best interest of the City of Owosso (the "City") that the City acquire certain equipment as described in Exhibit A hereto (collectively, the "Property") and that the acquisition of the Property be financed all or in part by installment purchase authorized under Act 99, Public Acts of Michigan, 1933, as amended ("Act 99"), and more specifically by the acquisition of the Property pursuant to one or more installment purchase Contracts (each, a "Contract" and collectively, the "Contracts") with the sellers thereof (each, a "Vendor" and collectively, the "Vendors") and Huntington Public Capital Corporation ("HPCC"); and

WHEREAS, the aggregate outstanding balance, exclusive of interest, of all purchases made by the City pursuant to Act 99, including the Contracts, does not exceed 1-¼% of the taxable value of the real and personal property in the City.

NOW, THEREFORE, BE IT RESOLVED that:

1. It is hereby found to be necessary and desirable for the City to finance all or a portion of the cost of the Property, including costs of issuance of the Contracts, which includes the cost of bond counsel, in the aggregate principal amount of not to exceed \$783,060.00 by purchasing the Property pursuant to the terms and conditions of the Contracts; and the City hereby pledges its full faith and credit for the payment of its obligations thereunder. The balance of the cost of the Property, if any, shall be paid by the City from available funds of the City. Proceeds of the financing authorized by this resolution may be deposited in any bank or escrow account eligible for such deposit under state law as such account may be designated by the Treasurer or Finance Director of the City.
2. The City shall include in its budget and pay the sum or sums necessary each year to meet the payments due pursuant to the provisions of the Contracts.
3. The Contracts shall be dated the date of delivery thereof. The interest rate on the outstanding principal balance of each Contract shall equal 4.44% per annum, and each Contract shall be payable as to principal and interest in seven (7) annual installments on the dates and in the amounts set forth in Exhibit A to the respective Contract. The Contracts shall be subject to prepayment at the option of the City at any time, at par, plus accrued interest to the date fixed for prepayment with 30 days' notice to HPCC.
4. The Contracts, substantially in the form presented to this meeting, are hereby approved, and the Mayor and the City Clerk are hereby authorized to execute and deliver the Contracts in substantially the form approved, with such changes as are approved by them and consistent with the terms of this resolution. The approval of such changes shall be conclusively evidenced by their signatures on the Contracts. Each Contract may be executed in counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.
5. The City covenants to comply with all provisions of the Internal Revenue Code of 1986, as amended, necessary to maintain the exclusion of interest on the Contracts from gross income for federal income tax purposes.
6. The Mayor, the City Clerk, the City Manager, the Finance Director, and other officers of the City as may be necessary are each hereby authorized to execute and deliver such documents, instruments and certificates as are necessary or desirable to consummate the described transactions and to maintain the exclusion of the interest on the Contracts from gross income for federal income tax purposes.
7. The useful life of the Property is determined to be seven (7) years and upwards.
8. Dickinson Wright PLLC, Troy, Michigan, is hereby appointed as bond counsel with respect to the Contracts, and the Mayor, City Manager, and Finance Director, individually or any number of them, are authorized to sign an engagement letter with Dickinson Wright PLLC setting forth, among other things, the scope of the bond counsel services to be provided and fee in connection with such bond counsel services. The City acknowledges that Dickinson Wright PLLC represents a number of financial institutions in other public finance matters, including HPCC, and consents to Dickinson Wright PLLC's representation of the City as bond counsel and, and waives any conflict of interest arising from such representation of HPCC in other matters not involving the City.

9. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are rescinded.

EXHIBIT A

	<u>Vendor</u>	<u>Property</u>	<u>Unit Cost</u>	<u>Qty.</u>	<u>Vendor Cost</u>	<u>Contract Amt.</u>
1	MacQueen Group of Lake Orion	Vactor truck	\$ 541,551.00	1	\$ 541,551.00	\$ 546,966.51
2	MacQueen Group of Lake Orion	Street sweeper truck	\$233,755.00	1	\$233,755.00	\$ 236,092.55
					Total:	\$ 783,059.06

**\*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 as follows:

**RESOLUTION NO. 100-2025**

**AUTHORIZING THE EXECUTION  
OF A PURCHASE ORDER  
WITH J.G.M. VALVE CORPORATION FOR  
A SECONDARY SLUDGE PUMP FOR THE  
WASTEWATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, requires a Secondary Sludge Pump at its Wastewater Treatment Plant; and

WHEREAS, J.G.M. Valve Corporation is the sole authorized provider of Penn Valley Pumps equipment for our region; and

WHEREAS, waiver of the purchasing policy formal bid requirements is requested, to initiate procurement upon approval and authorization.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to purchase one Penn Valley Pump, model 6DDSX107CNG-MK1, from J.G.M. Valve Corporation for use as a secondary sludge pump at the Waste Water Treatment Plant.
- SECOND: the agreement between the City of Owosso and J.G.M. Valve Corporation shall be in the form of a City Purchase Order in the amount of \$51,910.00.
- THIRD: the accounts payable department is authorized to pay J.G.M. Valve Corporation upon satisfactory receipt of the equipment.
- FOURTH: the above expenses shall be paid from the WWTP Equipment Fund Account No. 599-901-977.000.

**Warrant No. 658.** Authorize Warrant No. 658 as follows:

<u>Vendor</u>	<u>Description</u>	<u>Fund</u>	<u>Amount</u>
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

Motion supported by Councilmember Osmer.

Roll Call Vote.

AYES: Councilmembers Olson, Owens, Fear, Osmer, Ludington, and Mayor Teich.

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

**ITEMS OF BUSINESS**

**\*Contract Approvals – Ludington Electric, Inc.**

Motion by Councilmember Owens to allow Councilmember Ludington to abstain from voting on contracts related to his business Ludington Electric, Inc.

Motion supported by Councilmember Osmer.

Roll Call Vote.

AYES: Councilmembers Fear, Osmer, Olson, Owens, and Mayor Teich.

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

Councilmember Ludington left the meeting at 6:44 p.m.

Motion by Councilmember Olson to reiterate acknowledgement of the pecuniary interest of Councilmember Ludington in the contract(s) in question and approve the following contracts with Ludington Electric, Inc. for the period of June 2025:

PO NUMBER	DEPT.	VENDOR	DESCRIPTION	AMOUNT
47013	851	LUDINGTON ELECTRIC, INC.	ELECTRIC FOR MINI SPLIT AT CASTLE	1,925.00
46901	862	LUDINGTON ELECTRIC, INC.	REPLACE DPW OUTSIDE LIGHTS	1,950.00
46931	863	LUDINGTON ELECTRIC, INC.	AERATOR MOTOR TROUBLE SHOOT AND REPLACE	926.59
				<u><u>\$ 4,801.59</u></u>

Motion supported by Councilmember Owens.

Roll Call Vote.

AYES: Councilmembers Owens, Olson, Fear, Osmer, and Mayor Teich.

NAYS: None.

ABSTAIN: Councilmember Ludington.

ABSENT: Mayor Pro-Tem Haber.

**Property Purchase – S. Park Street**

City Manager Nathan R. Henne explained that the parcel in question is currently in the tax foreclosure process and as such the City is offered the first right of refusal. He recommended purchasing the property as it not only functions as part of the Comstock Parking Lot (Lot #10), but it also includes part of the former right of way for a portion of the now closed S. Park Street.

Motion by Councilmember Olson to approve the following resolution authorizing the 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:

**RESOLUTION NO. 101-2025**

**AUTHORIZING THE PURCHASE OF REAL VACANT LAND PROPERTY  
AT S. PARK STREET (050-300-000-024-00)  
THROUGH THE SHIAWASSEE COUNTY TAX SALE FIRST RIGHT OF  
REFUSAL**

WHEREAS, Public Act 206 of 1893 allows the City of Owosso to purchase tax-foreclosed parcels through the Act’s right of refusal process for fair market value; and

WHEREAS, the City of Owosso received the 2021 Governmental Agency Right of Refusal Parcel Listing and Notice from the Shiawassee County Treasurer; and

WHEREAS, the Vacant Land property, located on S. Park Street (050-300-000-024-00), is available to the City via Public Act 206 of 1893 and the City wishes to purchase the property to assure its continued use as part of the adjacent parking lot; and

WHEREAS, this expense was not budgeted.



NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to exercise its right of refusal through PA 208 of 1893 from Shiawassee County for the vacant land property located on S. Park Street (050-300-000-024-00), and described in Exhibit A, at a cost to the City of Owosso of \$8,088.39 plus any necessary recording fees.
- SECOND: The Mayor, City Clerk, and City Manager are hereby instructed and authorized to sign appropriate documents and take necessary actions to complete the purchase.
- THIRD: The above expenses shall be paid from account no. 101-261-971.000.

#### **EXHIBIT A**

Description: LOTS 24 25 26 M E HOLMES SUBDIV LOTS 7, 8 & 9 BLK 28 ORIGINAL PLAT INCLUDING ADJ CLOSED ALLEY AND 24.75' CLSD PARK ST

Motion supported by Councilmember Fear.

Roll Call Vote.

- AYES: Councilmembers Ludington, Osmer, Fear, Owens, Olson, and Mayor Teich.
- NAYS: None.
- ABSENT: Mayor Pro-Tem Haber.

#### **Unpaid Parking Ticket Write-Off**

City Manager Henne explained that the Finance Department is recommending Council write off \$5,130.00 in unpaid parking tickets due to uncollectability and administrative costs outweighing returns.

In response to Mr. Manke's earlier comments City Manager Henne indicated that at the time Council took action to have unpaid parking tickets turned over to the Secretary of State Office for enforcement the City had approximately \$50,000 in unpaid tickets. Said tickets had to go through a court process before becoming eligible to turn over to the Secretary of State Office. That office could then refuse to renew the driver's license or vehicle registration of any individual with three or more remaining unpaid tickets until such time as the tickets were paid. This law was subsequently changed in 2021 and the state no longer blocks renewals or registrations.

Motion by Councilmember Olson to authorize writing off \$5,130.00 in unpaid parking tickets recorded in the fiscal year ending June 30, 2024 as follows:

#### **RESOLUTION NO. 102-2025**

#### **REQUESTING OWOSSO CITY COUNCIL TO WRITE OFF UNPAID PARKING DEBT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan , issues parking ticket violations; and

WHEREAS, as of the Fiscal Year Ending June 30, 2024 (FYE 2024) the city recorded \$24,700.00 in unpaid parking tickets on its financial statements; and

WHEREAS, as of the Fiscal Year Ending June 30, 2025 (FYE 2025) the city collected \$19,750.00 in parking ticket revenue; and

WHEREAS, the city has reclassified revenue collected in the FYE 2025 to reduce the unpaid parking ticket revenue recorded in the FYE 2024; and

WHEREAS, there is an uncollectible balance of \$5,130.00 associated with unpaid parking tickets from the FYE 2024.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that:

- FIRST: it has heretofore determined that it is advisable and in the public interest to write off the balance of the unpaid parking tickets totaling \$5,130.00 as bad debt for the Fiscal Year Ending June 30, 2025.

Motion supported by Councilmember Ludington.

Roll Call Vote.

AYES: Councilmembers Olson, Osmer, Owens, Ludington, Fear, any Mayor Teich.

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

**Paperless Utility Billing**

City Manager Henne explained the proposal to authorize a paperless billing option, saying that shut off notices will still need to be mailed to comply with state law and customers will need to acknowledge they have chosen the paperless billing option in writing. He went on to say that any potential cost savings will be determined by how many people take advantage of the paperless option and that it is hard to say how long it will take to see savings of any significance. Should Council approve the paperless billing option he will work with staff to develop a marketing campaign to get the word out. He estimated that the option could be implemented in time for the next billing cycle.

There was discussion regarding whether the acknowledgement had to be in writing. City Manager Henne indicated that without such an acknowledgement the City could be held liable if a bill got lost in a spam or junk folder. It was asked if the acknowledgement could be completed digitally to make it easier for folks to make the switch. City Manager Henne noted that he can look into digital options, but that it would not be available with the next billing cycle.

Motion by Councilmember Olson to approve the following resolution authorizing a paperless billing option for utility billing:

**RESOLUTION NO. 103-2025**

**AUTHORIZING A PAPERLESS BILLING OPTION  
FOR WATER AND SEWER CUSTOMERS**

WHEREAS, the City of Owosso seeks to modernize and enhance customer service options for water and sewer billing; and

WHEREAS, providing a paperless billing option offers convenience, potential cost savings, and environmental benefits to residents who elect to receive bills electronically; and

WHEREAS, pursuant to Michigan Public Act 3 of 1939, as amended, water shutoff notices must be sent by first-class mail to customers in advance of any shutoff action and this practice shall remain unchanged regardless of billing method; and

WHEREAS, to ensure customers understand their responsibilities under the paperless billing option, participants shall be required to sign an acknowledgment for paperless billing form.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Owosso, Michigan that:

- FIRST: a paperless billing option for water and sewer customers is hereby authorized and shall be made available through the City's billing system.
- SECOND: customers opting into paperless billing must sign or electronically accept the acknowledgment of responsibility as stated above.
- THIRD: all shutoff notices for nonpayment shall continue to be issued by first-class mail in accordance with the requirements of Michigan Public Act 3 of 1939, regardless of billing preferences.

Motion supported by Councilmember Owens.

Roll Call Vote.

AYES: Councilmembers Fear, Ludington, Osmer, Olson, Owens, and Mayor Teich.

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

**CITIZEN COMMENTS**

Tom Manke, 2910 W. M-21, said it would be good for residents to know who isn't paying their parking tickets. He went on to detail the Cruise the Pits event, saying that the large majority of attendees behaved themselves, its only a few people that cause problems.

**COUNCIL COMMENTS**

Councilmember Osmer announced the free concert this Thursday at 7:00pm, hosted by The Arc.

Councilmember Olson inquired if the City could implement paperless billing for taxes as well as utilities. The City Manager and the City Attorney agreed to look into the matter.

There was discussion regarding Cruise the Pits attendees doing burnouts and damaging City streets, how the Public Safety Department handles the event, and the significant safety concerns presented by allowing the crowd to be near cars doing burnouts.

**COMMUNICATIONS**

Tanya S. Buckelew, Planning & Building Director. June 2025 Building Department Report.

Tanya S. Buckelew, Planning & Building Director. June 2025 Code Violations Report.

Tanya S. Buckelew, Planning & Building Director. June 2025 Inspections Report.

Tanya S. Buckelew, Planning & Building Director. June 2025 Certificates Issued Report.

Kevin D. Lenkart, Public Safety Director. June 2025 Police Report.

Kevin D. Lenkart, Public Safety Director. June 2025 Fire Report.

Historic District Commission. Minutes of June 18, 2025.

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**

Motion by Councilmember Owens for adjournment at 7:06 p.m.

Motion supported by Councilmember Olson and concurred in by unanimous vote.

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Robert J. Teich, Jr., Mayor

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Amy K. Kirkland, City Clerk

\*Due to their length, text of marked items is not included in the minutes. Full text of these documents is on file in the Clerk's Office.