

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
TUESDAY, SEPTEMBER 2, 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 AUGUST 18, 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

1. CDBG Housing Grant Application. Conduct a public hearing to receive citizen comment regarding the proposed application to the Michigan State Housing Development Authority CDBG Program for a grant to assist in the improvement of owner-occupied, single-family homes of low- to moderate-income residents and consider authorizing said application and approval of the related authorizing resolution, procurement procedure, and determination of level of environmental review.
Master Plan Implementation Goals: 1.1, 1.9, 1.13, 6.6
2. Boundary Adjustment – Owosso Charter Township. Conduct a public hearing to receive citizen comment regarding the proposal to adjust the boundary with Owosso Charter Township along Palmer Avenue to allow the City to receive Act 51 monies for said street.

CITIZEN COMMENTS

COUNCIL COMMENTS

CONSENT AGENDA

1. Boards and Commissions Appointment. Approve the following Mayoral Boards and Commissions appointment:

Name	Board/Commission	Term Expires
Lance Little	Owosso Community Airport Board filling unexpired term of R. Dean Ebert	12-31-2027

2. Traffic Control Order Request – Pumpkin Patch Festival. Approve request from Bella Women's Center for the closure of Ball Street from Mason to Exchange Streets for their Pumpkin Patch Festival event on Saturday, September 27, 2025 from 9:00am – 3:00pm, and further approve Traffic Control Order No. 1544 formalizing the action.
3. Traffic Control Order Request – Art Walk Market & Movie. Approve request from Owosso Farmers Market LLC for the closure of Ball Street from the alley south of Fountain Park to Mason Street, including access to outlets in Fountain Park, for the Art Walk Market & Movie event on Friday, September 19, 2025 from 2:00pm – 11:00pm, and further approve Traffic Control Order No. 1545 formalizing the action.
4. Grant Acceptance – MAMC ADA Infrastructure Grant. Approve acceptance of an ADA Infrastructure Grant from the Michigan Association of Municipal Clerks to assist in the replacement of the City Hall basement entry doors with ADA compliant push-button doors and authorize the mayor and city clerk to execute all necessary documentation.
5. Professional Services Agreement – Grant Administration for Public Safety Building Project. Waive competitive bidding requirements, approve a professional services agreement with Spicer Group, Inc. for design, bidding, grant administration, and construction administration of the Public Safety Building Improvements Project in the amount of \$127,500.00, and further approve payment to the vendor upon satisfactory completion of the project or portion thereof.
Master Plan Implementation Goals: 3.2, 3.7, 3.8
6. Purchase Authorization – Sanitary Sewer Lift Station Generators. Waive competitive bidding requirements, authorize the purchase and installation of three Generac Commercial Gas XG Series generators for the Palmer, Wright, and Osburn Lakes lift stations from Wolverine Power Systems via Sourcewell Contract No. 020923 GNR in the amount of \$118,125.00, and further authorize payment to the vendor upon satisfactory completion of the project or portion thereof.
Master Plan Implementation Goals: 3.4, 3.7
7. Sole Source Purchase – Limecure-25. Waive competitive bidding requirements, approve the sole source purchase of bulk chemical LimeCure-25 from Applied Specialties Innovations, LLC in the amount of \$1.21 per pound with an estimated annual contract of \$30,250.00, and authorize payment based on actual quantities required for the fiscal year ending June 30, 2026.
Master Plan Implementation Goals: 3.4
8. Sole Source Purchase – Legal Printing Services. Waive competitive bidding requirements, approve the sole source purchase of legal printing services from The Argus-Press for the period from September 1, 2025 through June 30, 2026, and authorize payment based on unit prices for actual services rendered.
9. Emergency Repair Authorization – Fire Department Tower 1. Authorize payment to Front Line Services, Inc. for emergency repair of Fire Department Tower 1 in the amount of \$7,166.51.
10. Bid Award – Police Uniforms. Approve bid from Lansing Uniform Company, Inc. for the supply of uniforms for the Owosso Police Department in the amount estimated at \$18,885.65), and further approve payment to the vendor according to unit prices for actual quantities delivered.

11. Bid Award – Lime Residuals Removal. Approve bid award to MAK Enterprises, L.L.C. for removal of approximately 22,450 cubic yards of lime residuals at the Water Treatment Plant in an amount estimated at \$625,920.00 for the 2025-26 fiscal year and further approve payment to the vendor upon satisfactory completion of the project or portion thereof.

Master Plan Implementation Goals: 3.4

12. Check Register – August 2025. Affirm check disbursements totaling \$1,443,475.47 for August 2025.

ITEMS OF BUSINESS

1. Professional Services Agreement – Public Engagement Platform Services. Consider approval of a three-year subscription for professional services with Zencity Technologies US Inc. for their Zencity 360 Essentials public engagement services platform to assist the City in communicating with its residents more effectively.

Master Plan Implementation Goals: 5.17, 6.9, 6.11

CITIZEN COMMENTS

COUNCIL COMMENTS

CITY MANAGER REPORT

1. Nathan R. Henne, City Manager. City Manager Report – August 2025.

COMMUNICATIONS

1. R. Dean Ebert, Owosso Community Airport Board. Letter of resignation.
2. Kevin D. Lenkart, Public Safety Director. Unpaid parking citations.
3. Brad A. Barrett, Finance Director. Financial Report – July 2025.
4. Owosso Historical Commission. Minutes of August 11, 2025.
5. WWTP Review Board. Minutes of August 26, 2025.

NEXT MEETING

Monday, September 15, 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.