

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, DECEMBER 15, 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 DECEMBER 1, 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. Change Order – City Hall Improvements Project. Approve Change Order No. 3 to the City Hall Improvements Project with Great Lakes Bay Construction, Inc., in the amount of \$9,298.40 for the City Hall Improvements Project and further approve payment to the contractor upon completion of the project or portion thereof.

2. Contract Addendum – Planning & Zoning Services Contract. Amend the Professional Services Agreement – Planning & Zoning Services contract with CIB Planning, Inc. to reflect the merger and name change to OHM Advisors.
3. Purchase Authorization – Police Vehicles. Waive competitive bidding requirements, utilizing the Macomb County contract, and approve the purchase of two (2) 2025 Ford Police Utility Vehicles from Lunghamer Ford of Owosso Mi for a total cost of \$97,452.00 to be paid upon delivery.
4. Professional Service Agreement – Fire Department Medical Examinations. Waive competitive bidding requirements, and contract with Bio-Care, Inc. to provide medical examinations, Quantitative Fit Testing and Respiratory Surveillance to all Fire Department employees at a cost of \$8,173.00 and authorize payment according to the terms of the contract.
5. Professional Service Agreement – Underwriter/Placement Agent/Municipal Advisor. Authorize professional services agreement with MFCI, LLC, in an amount not to exceed \$68,450.00, to serve as Underwriter/Placement Agent/Municipal Advisor for two bond issuances associated with the City's 2026 Drinking Water State Revolving Fund (DWSRF) projects and its 2026 Clean Water State Revolving Fund (CWSRF) projects, and further authorize payment to the firm for services rendered in accordance with the agreement.  
Master Plan Implementation Goals: 3.4, 3.7, 3.8, 6.6
6. Professional Services Agreements - Bond Counsel. Authorize two professional services agreements with Dickinson Wright PLLC in an amount not to exceed \$80,000.00 to serve as Bond Counsel for bond issuances associated with the 2026 Drinking Water State Revolving Fund project and the 2026 Clean Water State Revolving Fund project, and further authorize payment to the firm for services rendered in accordance with the agreements.  
Master Plan Implementation Goals: 3.4, 3.7, 3.8, 6.6

### **ITEMS OF BUSINESS**

1. Contract Approvals – Ludington Electric, Inc. Reiterate acknowledgement of the pecuniary interest of Councilmember in the contract(s) in question and consider approval of \$1,314.19 in contracts with Ludington Electric, Inc. for the period of November 2025.
2. Closed Session. Consider holding closed session at the conclusion of the second session of Council Comments for the purpose of consulting with an attorney regarding trial or settlement strategy in connection with specific pending litigation.

### **CITIZEN COMMENTS**

### **COUNCIL COMMENTS**

### **CLOSED SESSION** (if approved)

### **COMMUNICATIONS**

1. Elaine Greenway, Historical Commission. Letter of resignation.
2. Tanya S. Buckelew, Planning & Building Director. November 2025 Building Department Report.
3. Tanya S. Buckelew, Planning & Building Director. November 2025 Code Violations Report.
4. Tanya S. Buckelew, Planning & Building Director. November 2025 Inspections Report.
5. Tanya S. Buckelew, Planning & Building Director. November 2025 Certificates Issued Report.
6. Kevin D. Lenkart, Public Safety Director. November 2025 Police Report.
7. Kevin D. Lenkart, Public Safety Director. November 2025 Fire Report.
8. Downtown Development Authority. Minutes of December 3, 2025.

9. Parks & Recreation Commission. Minutes of December 3, 2025.
10. WWTP Review Board. Minutes of November 25, 2025.
11. Owosso Historic District Commission. Minutes of September 17, 2025.
12. Owosso Historic District Commission. Minutes of November 19, 2025.
13. Quarterly Utility Billing Delinquent and Shut off Statistics. July – September 2025

### **NEXT MEETING**

Monday, January 5, 2026

### **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](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).