

Regular Meeting of the Howell City Council
Monday June 14, 2021
Howell City Council Chambers – Lower Level
611 E. Grand River Ave.
Howell, Michigan 48843
517-546-3502

1. CALL TO ORDER

The regular meeting of the Howell City Council was called to order by Mayor Nick Proctor at 7:00 p.m.

Council Members Participating: Jeannette Ambrose, Robert Ellis, Nick Hertrich, Steve Manor, Mayor Pro Tem Jan Lobur and Mayor Nick Proctor.

Also, Present: City Manager Erv Suida, City Clerk Angela Guillen, and City Attorney Dennis Perkins.

Others in Attendance: Deputy Police Chief Mike Dunn, Finance Director Catherine Stanislawski, HR Generalist Jamie Helman, IT Director Mike Pitera, Caron Davis, Tom Richardson, Alex Clos, Luke Wilson, Jacob Schlittler and WHMI.

2. PLEDGE OF ALLEGIANCE

3. APPROVE MINUTES

MOTION by Ellis, SUPPORT by Ambrose, “To approve the minutes of the regular meeting of the City Council held May 24, 2021.” MOTION CARRIED (6-0).

4. CITIZENS COMMENTS – All Topics

- There were no comments.

5. REPORTS – COUNCIL MEMBERS SERVING ON COMMISSIONS

- Member Ellis noted the Library Board met on June 8, 2021 to review finances; passed budget amendments; passed the budget for the next fiscal year; thanked Lynn Bondy for twenty (20) years of service and Charlie Todd for eight (8) years of service on the Board; welcomed Tony Kandt and Lynn Hewitt for their positions; provided updates on library operations being 50% capacity with no time limits regarding library visits; mask requirements; meeting & study room openings; July book sale; Melon Fest book sale and two (2) on going landscaping events.
- Mayor Pro Tem Lobur noted there will be no Planning Commission Meeting this month due to no agenda.
- Mayor Proctor mentioned receiving a letter from a resident on Clinton St. with a quick resolution that followed.

6. **COUNCIL CORRESPONDENCE: – 2020 AMAR EXCELLENCE IN ASSESSING AWARD**

Mayor Proctor stated he is very pleased by receiving a certificate of achievement from the State Assessing Office for the City of Howell receiving 100% on their 2020 AMAR review.

7. **DISCUSSION/APPROVAL – RESIGNATION LETTER OF THE CITY ASSESSOR**

MOTION by Ellis, SUPPORT by Lobur, “To approve the resignation of Assessor Ashley Winstead effective June 25, 2021.” Mayor Proctor commended Ashley and noted her future job which fits her family needs going forward including a raise and ability to work remotely. It says a lot about the City and the recruitment process as far as advancement in their careers and future endeavors. He further noted the 2020 AMAR Certificate of Achievement is a testament to the substantial work Ashley has done. MOTION CARRIED (6-0).

8. **DISCUSSION/INTRODUCTION – BUDGET STABILIZATION FUND RESOLUTION NO. 21-14 INTRODUCTION**

Member Ellis introduced Resolution 21-14, “a resolution to set forth the amount of money to be appropriated in the Budget Stabilization Fund.” Member Manor is interested in reducing the amount to \$200,000.00 instead of \$500,000.00. He noted a greater flexibility with the funds to be allocated later. Member Ambrose inquired about the proposed number and streets funds in the budget. City Manager Suida discussed funding, the budget process, Byron Road, and the confidence we will get category (F) funding in December. Member Manor clarified which Council meeting this will be on in the future. Member Ambrose asked for clarification on which fund this would be reallocated too. Discussion ensued.

9. **DISCUSSION/INTRODUCTION – ORDINANCE NO. 945, 2021 CODIFICATION**

Member Ambrose introduced Ordinance No. 945, 2021 Codification. Mayor Proctor noted this will be up for discussion at the next Council Meeting.

10. **APPROVED - PAYMENT OF BILLS**

MOTION by Ellis, SUPPORT by Hertrich, “To approve the payment of bills ending June 14, 2021 in the amount of \$1,595,349.73 and payroll to cover the period ending June 19, 2021.” Mayor Pro Tem Lobur asked for clarification on MERS. MOTION CARRIED (6-0).

11. **CITY MANAGER’S REPORT:**

- Discussed CIP Updates regarding Clinton St and National street is closed due to dewatering. Pavement will be going in on Clinton street and are about a month ahead of schedule.
- WWTP still on schedule and going very well. Project is going great and within budget.

- WWTP project is done, the main goal was to change from sulfuric acid to a less aggressive carbon dioxide gas.
- The City of Howell has been submitted for an American Planning 2021 award for Howell Summit Gardens.
- Recruiting: for officers, utilities clerk and follow up with Community Development Director.
- BalloonFest during June 24, 25, 26th 2021 with Corn Howell Tournament.
- Member Ellis inquired about the Federal Cares Act Funds. Finance Director Stanislawski stated we are waiting on the State.

12. OLD BUSINESS

- Member Hertrich explained meeting to clean up for Balloonfest and SEMCOG filming.

13. NEW BUSINESS

- Mayor Proctor noted missing stones at the cemetery entrance and requested they be repaired. Mayor Pro Tem Lobur noted the stairs in the park need repair as well.
- Member Manor inquired about the schedule for Code Enforcement on lawn care. City Manager Suida noted a faster process going forward to increase efficiency on Code Enforcement.
- Mayor Proctor thanked Mr. Perkins for his litigation update for June.
- Mayor Proctor noted Member Greene not being present and asked Council to excuse him. MOTION by Ellis, to SUPPORT by Ambrose, “To excuse Member Greene’s absence.” MOTION CARRIES (6-0)

14. ADJOURN

MOTION by Ellis, SUPPORT by Lobur, “To adjourn the regular meeting of the City Council at 7:32pm.” MOTION CARRIED (6-0)

Nick Proctor, Mayor

Angela Guillen, City Clerk