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## PROCEEDINGS OF THE MANISTEE CITY COUNCIL – July 21, 2015

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A regular meeting of the Manistee City Council was called to order by his honor, Mayor Pro Tem James Smith on Tuesday, July 21, 2015 at 7:00 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

**PRESENT:** Ed Cote, Roger Zielinski, Robert Goodspeed, James Smith, Mark Wittlieff, and Eric Gustad.

**ABSENT:** Colleen Kenny.

**ALSO PRESENT:** Interim City Manager – R. Ben Bifoss, City Attorney – George Saylor, Deputy City Clerk – Mary Bachman, DPW Director – Jeff Mikula, Finance Director – Ed Bradford, and Public Safety Director – David Bachman.

### **CITIZEN COMMENTS ON AGENDA RELATED ITEMS.**

Rotary Treasurer, Connie Tewes presented Mayor Pro Tem Smith and City Council with a \$3,000 donation towards the new Rotary Park on behalf of the Manistee Rotary Club.

### **CONSENT AGENDA.**

- Minutes - July 7, 2015 - Regular Meeting
- Payroll - June 22 – July 5, 2015 - \$ 130,917.07  
- July 6 – July 19, 2015 - \$ 115,459.54
- Monthly Bills - June 11, 2015 - \$ 181,680.69  
- June 22, 2015 - \$ 4,202.21  
- June 30, 2015 - \$ 135,020.96
- Consideration of Adopting Ordinance 15-09, Parks and Beautification Commission.  
This ordinance was introduced at the regular meeting of July 7, 2015 and could be adopted at this time.
- Consideration of Closeout Documentation for the LWCF Rotary Park Play Area Grant.  
The City of Manistee is in the process of closing out the Land and Water Conservation Fund (LWCF) Rotary Park Play Area grant. One of the requirements of the closeout is a recorded copy of a Declaration and Notice for the project. The City Attorney has reviewed and approved the attached language.
- Consideration of a Resolution, Wellhead Protection Program Grant.  
The City of Manistee Water Department received a grant and began updating the Wellhead Protection Program in the fall of 2014. Since the fall, a team has worked with the Michigan Rural Water Association on updating the contaminated source inventory, developing an education plan, and reviewing zoning language. Another grant is being applied for that will assist with implementing the program. A component for the grant is a resolution by City Council.
- Notification Regarding Upcoming Meetings.  
A Special Council meeting will be held on Tuesday, July 28 at 6 p.m. in a Closed Session with the Michigan Municipal League to narrow the field of candidates to interview for the position of City Manager.

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A Special Council meeting will be held on Tuesday, August 11 at 8:30 a.m. to conduct interviews for the position of City Manager. Interviews will begin at 9 a.m. and are open to the public.

A Special Council meeting will be held on Tuesday, August 11 at 7 p.m. for the potential selection of a final candidate for the position of City Manager.

There will be no regular Council work session on August 11, 2015 as previously scheduled.

MOTION by Cote, second by Goodspeed to approve the Consent Agenda as presented.

With a roll call vote this motion passed unanimously.

AYES: Cote, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad

NAYS: None

### **CONSIDERATION OF ORDINANCE Z15-08, KEEPING OF CHICKENS AND DUCKS.**

Ordinance Z15-08 was drafted in conjunction with the recent amendment to Article 606 Animals. This language would allow chickens (not roosters) and ducks in the R1, R2, and R3 zoning districts.

As an ordinance two separate readings are required. If this ordinance is introduced at this time it could be adopted at the next regular meeting.

MOTION by Cote, second by Goodspeed to introduce Ordinance Z15-08 adding Section 535 Keeping of Chickens or Ducks to Article 5 General Provisions of the City of Manistee Zoning Ordinance.

With a roll call vote this motion passed unanimously.

AYES: Cote, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad

NAYS: None

### **CONSIDERATION OF A PARCEL SPLIT AND COMBINATION, 321 FIFTH STREET / 510 CYPRESS STREET.**

On July 9, 2015 the Planning Commission reviewed and recommended Council approval of a request from Glenn and Catherine Zaring and Gerald Hubbard for a parcel split and combination. The Zaring's own the home at 321 Fifth Street (parcel 51-612-325-01) and wish to split the south 23 feet of their parcel which would then be combined with the Hubbard's property at 510 Cypress Street (parcel 51-612-325-02).

MOTION by Zielinski, second by Cote to approve the request from Glenn and Catherine Zaring and Gerald Hubbard for a parcel split and combination that would transfer the south 23 feet of parcel 51-612-325-01 to parcel 51-612-325-02.

With a roll call vote this motion passed unanimously.

AYES: Cote, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad

NAYS: None

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### **CONSIDERATION OF THE PURCHASE OF TWO CARDIAC MONITORS AND RELATED TECHNOLOGY.**

Bids were received for the purchase of cardiac monitors for the Fire Department. The Fire Department is requesting authorization to purchase two cardiac monitors from DXE Medical, with a per unit cost of \$8,995; along with a one-time cost of \$5,140 for related technology and software; for a total project cost of \$23,130. The following bids were received:

Boundtree Medical	Phillips Mrx	\$9,601.85 / unit
DXE Medical	Phillips Mrx	\$8,995.00 / unit*
DXE Medical	Lifepak 15	\$22,800.00 / unit

\*The Fire Department is recommending the low bid from DXE Medical.

MOTION by Goodspeed, second by Cote to authorize the purchase of two Phillips Mrx cardiac monitors; with related technology and software from DXE Medical for a total cost of \$23,130.

With a roll call vote this motion passed unanimously.

AYES: Cote, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad  
NAYS: None

### **CONSIDERATION OF A FEMA GRANT FOR A FIRE DEPARTMENT EXHAUST MANAGEMENT SYSTEM.**

FEMA has awarded a grant to the Manistee Fire Department in the amount of \$47,620 to purchase and install an exhaust management system at the Manistee Fire Station. The grant obligates the City to a 5% match of \$2,380 for this project. Our contract with the grant writer further obligates the City to an additional 5% fee of \$2,380 if the grant was awarded.

MOTION by Zielinski, second by Cote to authorize Chief David Bachman to accept the federal grant in the amount of \$47,620; and authorize the expenditures of a 5% (\$2,380) grant match and a 5% (\$2,380) payment to the grant writers at DNR Consultants.

With a roll call vote this motion passed unanimously.

AYES: Cote, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad  
NAYS: None

### **CONSIDERATION OF AUTHORIZING THE ADDITION OF A FLAG POLE IN FIRST STREET ROUNDABOUT.**

Linda Soller and Rudy Linke have organized fundraising efforts to purchase and install a 70 foot tall flag pole in the First Street roundabout in Douglas Park. A 12 foot x 18 foot American flag would be installed. They have presented and received support from the Parks and Beautification Commission at their June meeting. There will be no out-of-pocket costs for the City with this project.

MOTION by Cote, second by Goodspeed to approve the installation of a 12 foot x 18 foot American flag on a 70 foot pole within the First Street roundabout and accept the project as a donation from Ms. Soller and Mr. Linke's fundraising efforts.

With a roll call vote this motion passed unanimously.

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AYES: Cote, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad  
NAYS: None

### **CITIZEN COMMENT.**

None received.

### **OFFICIALS AND STAFF.**

Interim City Manager, R. Ben Bifoss reminded Council that the meeting next week will begin at 6:00 p.m.

### **COUNCILMEMBERS.**

Council Member Cote asked when the dumpster located at Jefferson and Taylor Streets will be removed.

Council Member Goodspeed asked how much fluoride is in the City water.

Council Member Gustad thanked Rudy Linke and Linda Soller for the flag project at the roundabout by First Street beech. He also thanked the Rotary Club for their donation to the new Rotary Park.

Mayor Pro Tem Smith thanked the DPW for painting crosswalks and for responding to the flooding problem at the Elks.

### **ADJOURN.**

MOTION to adjourn was made by Goodspeed, second by Cote. Meeting adjourned at 7:18 p.m.

Mary Bachman MMC / LIA  
Deputy City Clerk/Payroll & Benefits