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## PROCEEDINGS OF THE MANISTEE CITY COUNCIL – April 5, 2016

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A regular meeting of the Manistee City Council was called to order by her honor, Mayor Colleen Kenny on Tuesday, April 5, 2016 at 7:00 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Colleen Kenny, Lynda Beaton, Roger Zielinski, Robert Goodspeed, James Smith, Mark Wittlieff, and Eric Gustad.

ALSO PRESENT: City Manager – Thad Taylor, City Attorney – George Saylor, City Clerk – Michelle Wright, Finance Director – Ed Bradford, Public Safety Director – Dave Bachman, City Engineer – Pat Bentley / Spicer Group.

### CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

*None received.*

### CONSENT AGENDA.

- Minutes - March 5, 2016 - Regular Meeting
- Financial Reports - February 2016
  - Cash Balances
  - Revenue & Expense
- Notification Regarding Next Work Session – April 12, 2015  
A discussion will be conducted on the Fiscal Year 2016-2017 Budget and Capital Improvement Plan; and such business as may come before the Council.
- Consideration of an Administrative Professionals Week and Day Resolution  
In recognition of the contributions to the workplace provided by all administrative professionals, a resolution has been prepared proclaiming the week of April 25-29, 2016 as Administrative Professionals Week and Wednesday, April 27, 2016 as Administrative Professionals Day in the City of Manistee.

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

With a roll call vote this motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad

NAYS: None

### CONSIDERATION OF REVISIONS TO THE AGREEMENT FOR THE COLLECTION AND TREATMENT OF WASTEWATER; CHARTER TOWNSHIP OF FILER / CITY OF MANISTEE.

Filer Township's bonding agency, USDA, required additional language in 1.1 Term and a new section 4.7 Pledge. The City Attorney and the City's attorney retained for this project both reviewed and

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approved the language change.

MOTION by Zielinski, second by Goodspeed to approve the revised agreement between the Charter Township of Filer and the City of Manistee for the collection and treatment of wastewater.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad

NAYS: None

### **CONSIDERATION OF AUTHORIZING A MOBILE BBQ TROLLEY FOOD SERVICE.**

Little River Management owner John Ball is requesting permission to operate a full service mobile BBQ concession trolley in the City. Their business model uses a converted Manistee Trolley to serve BBQ at different locations throughout the town. The vehicle would serve food at locations not currently served by other brick and mortar businesses.

MOTION by Wittlieff, second by Goodspeed to authorize the Little River Management and its owner John Ball to operate a mobile trolley BBQ food service in town; with restrictions. Mr. Ball briefly described his business plan and answered questions from Councilmembers.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad

NAYS: None

### **CONSIDERATION OF AUTHORIZING THE USE OF THE CITY MARINA AND SURROUNDING PROPERTY TO HOST THE ANNUAL TIGHT LINES FOR TROOPS EVENT.**

Tight Lines for Troops is an annual fishing event that serves hundreds of veterans and honors their service to this country. This is the first year the event will take place at the City Marina and surrounding grounds and is scheduled for May 20-21, 2016. Several City services are needed to support the event; subject to the appropriate department approvals.

MOTION by Zielinski, second by Goodspeed to authorize the use of the City Marina and surrounding property on May 20-21 for the annual Tight Lines for Troops event on May 20-21, 2016. The authorization includes the use of the building, marina property, street closures, and support services. Councilmembers Gustad and Zielinski serve on the Tight Lines for Troops board. The City Attorney had stated there would not be a conflict of interest for them to vote on this item.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Gustad

NAYS: None

**CONSIDERATION OF INSTALLMENT PURCHASE CONTRACTS WITH CHEMICAL BANK, TRUCK & TRAILER SPECIALITIES OF BOYNE FALLS, INC., AND TRI-COUNTY INTERNATIONAL TRUCKS, INC. FOR TWO PLOW TRUCKS.**

On November 17, 2015 City Council approved the purchase of two plow trucks and related equipment in the amount of \$369,661. When approved, it was anticipated that financing arrangements would have to be made at a later date. The truck chassis have been delivered to the vendor and need to be paid for so they can be delivered to the equipment vendor and assembled. The equipment vendor will be paid upon delivery of the finished trucks. The City Attorney has reviewed and approved the agreements.

MOTION by Goodspeed, second by Wittlieff to enter into a four-year installment purchase contract with Chemical Bank, Truck & Trailer Specialties of Boyne Fall, Inc. and Tri-County International Trucks, Inc. to finance the purchase of two plow trucks and related equipment that was previously approved by City Council on November 17, 2015; and further authorize the Finance Director to execute the appropriate documents. Brief discussion followed regarding financing the vehicles or paying cash for them.

With a roll call vote this motion passed, 6-1.

AYES: Kenny, Beaton, Zielinski, Goodspeed, Wittlieff, and Gustad  
NAYS: Smith

**A REPORT FROM THE COUNTY PROSECUTOR.**

Mr. Ford Stone reported that he will be retiring on December 31<sup>st</sup> from the County Prosecutor's office. He introduced Jason Haag, the assistant county prosecutor, whom he will be supporting to take that office. Mr. Haag also gave a brief introduction of himself and his ties to the area.

**INTRODUCTION OF THE FISCAL YEAR 2016-2017 BUDGET.**

Administration has prepared the proposed 2016-2017 Fiscal Year Budget. The Finance Director gave a brief introduction of the City Manager's budget recommendation to City Council and the Community. Various work sessions have been established: a regular work session on Tuesday, April 12; a work session on Tuesday, April 19 following the regular meeting; and an optional work session on Tuesday, April 26, 2016. The public hearing to review these budget recommendations and receive public input on them has been scheduled for Tuesday, April 19, 2016. Budget adoption is anticipated at the regular meeting of May 3, 2016. No action was required on this item.

**CITIZEN COMMENT.**

*None received.*

**OFFICIALS AND STAFF.**

*None received.*

**COUNCILMEMBERS.**

Beaton thanked those who helped prepare the budget, likes the graphs; commented on the administrative cost of police and fire; questioned MERS contribution, would like to see the actuarial report.

Zielinski thanked Bradford for the budget format, easier to read for him.

Goodspeed thanked Councilmembers Zielinski and Gustad for serving on the Tight Lines for Troops board.

Smith congratulated fire and police department personnel on the lifesaving event last Friday using the AEDs.

Gustad also thanked the police and fire department for the lifesaving event and for the help on the US-31 accident on Monday; thanked staff for their help in preparing the budget.

**ADJOURN.**

MOTION to adjourn was made by Goodspeed, second by Zielinski. Meeting adjourned at 8:02 p.m.

Michelle Wright MMC / CPFA, MiCPT  
City Clerk/Chief Deputy Treasurer