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## PROCEEDINGS OF THE MANISTEE CITY COUNCIL – September 19, 2017

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A regular meeting of the Manistee City Council was called to order by his honor, Mayor James Smith on Tuesday, September 19, 2017 at 7:00 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Dale Cooper, Lynda Beaton, Roger Zielinski, Robert Goodspeed, James Smith, Mark Wittlieff, and Erin Pontiac.

ALSO PRESENT: City Manager – Thad Taylor, City Attorney – Richard Wilson, City Clerk – Michelle Wright, DPW Director – Jeff Mikula, Finance Director – Ed Bradford, and Planning & Zoning Director – Denise Blakeslee.

### CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

*None received.*

### CONSENT AGENDA.

- Minutes
  - September 5, 2017 - Regular Meeting
  - September 12, 2017 - Work Session
  
- Financial Reports
  - Payroll
    - July 31 - August 13, 2017 - \$ 129,859.99
    - August 14 – 27, 2017 - \$ 131,634.22
    - August 28 – September 10, 2017 - \$ 121,744.94
  
  - Invoices
    - August 8, 2017 - \$ 1,693,567.84
    - August 22, 2017 - \$ 272,021.62
    - August 24, 2017 - \$ 2,920,476.70
  
- Consideration of Ordinance 17-10, Amending Chapter 289, Parks Commission

The Manistee City Parks Commission has requested that Chapter 289 Parks Commission be amended by replacing Section 289.02 A. and modifying the qualifications for nonresidents of the City to serve as a members of the Parks Commission. The ordinance under consideration would increase the number of nonresident members to three.

This ordinance has been reviewed by the Council Ordinance Committee. A first reading of the ordinance occurred at the regular meeting of September 5, 2017 and could be adopted this evening.
  
- Notification Regarding Next Work Session – September 26, 2017

This will be a joint work session with the Manistee County Commissioners regarding a presentation by the Manistee Area Chamber of Commerce on proposed economic development services; and such business as may come before the Council.

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

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac  
NAYS: None

**CONSIDERATION OF THE APPOINTMENT OF A CITY CLERK.**

City Clerk Michelle Wright has submitted written notice of her intention to retire on January 5, 2018. Since early 2014 Staff has followed a succession plan for the City Clerk’s position; as approved by City Council. That succession plan mirrors the historical process of filling vacancies in the Clerk’s position. The current Deputy Clerk Heather Pefley wishes to serve as the City Clerk.

City Manager Thad Taylor recommends appointing Deputy Clerk Heather Pefley as the City Clerk effective upon Michelle Wright’s last day of work.

MOTION by Wittlieff, second by Goodspeed to appoint Heather Pefley as City Clerk, effective January 5, 2018. Taylor gave a background of Ms. Pefley’s training and certifications, stated that she has the skill sets and the staff support; the Personnel Committee unanimously recommended her appointment also. Lengthy discussion followed, including clarification of the City Charter requirements in appointing a city clerk and setting compensation.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac  
NAYS: None

**CONSIDERATION OF ACCEPTING STREET DEDICATIONS WITHIN LIGHTHOUSE LANDINGS CONDOMINIUM DEVELOPMENT.**

Lighthouse Landings was constructed under a Planned Unit Development (PUD) agreement approved in 1996. Additional land was added to the PUD in 1999. The streets within the development were to be constructed to City standards and dedicated for public use according to the PUD. It was discovered that the Condominium Association had not formally completed the dedication. The dedication was recorded on September 1, 2017 and the Planning Commission approved the dedication on September 7, 2017.

MOTION by Beaton, second by Goodspeed to accept the dedication of Rights-of-Way and street improvements including Landings Boulevard, Lighthouse Way North, Lighthouse Way South, and Lighthouse Circle into the City of Manistee street network.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac  
NAYS: None

**CONSIDERATION OF APPOINTING A MEMBER TO THE ALLIANCE FOR ECONOMIC SUCCESS BOARD.**

City Council has been asked to appoint a member to the Alliance for Economic Success (AES) Board. This is a Mayoral appointment. Council support of the Mayor's appointment requires a motion, second and majority vote in support of the appointment.

Mayor Smith appointed Councilmember Beaton to the Alliance for Economic Success Board. MOTION by Zielinski, second by Wittlieff to support the Mayor's appointment.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac  
NAYS: None

**A REPORT FROM THE HARBOR COMMISSION AND THE ALLIANCE FOR ECONOMIC SUCCESS.**

Mr. Alex Zaccanelli reported on the activities of the Harbor Commission and responded to questions the Council had regarding their activities.

Tamara Buswinka and John Iacoangeli reported on the Strengthening Economies Together (SET) program and Manufacturing Strategies and responded to questions the Council had regarding their activities.

**CITIZEN COMMENT.**

Comments received by:

- Rick Schrock, 603 Harvard Lane / encouraged city-wide recycling.
- County Commissioner Karen Goodwin, 1925 Twelfth Street / AES talent and resources inside the organization are valuable; Chamber of Commerce and DDA also are a piece of the process.

**OFFICIALS AND STAFF.**

Taylor thanked Council for their support of staff's recommendation of Heather Pefley as City Clerk.

Mikula stated that due to the change of season and the amount of foot traffic, the pedestrian signal at the River and Maple Street intersection will be changed back to regular timing of the lights; it will be re-evaluated to see if this is the right solution.

**COUNCILMEMBERS.**

Beaton asked if a police report had been filed for the signs taken at Lighthouse Park; informed Council and staff that Lighthouse Realty will not be taking a bid package for listing of City property because of her employment with them and her position on City Council.

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Zielinski congratulated Heather Pefley.

Goodspeed also congratulated Heather; confirmed there is a special work session next Tuesday.

Wittlieff congratulated Heather; stated there are some areas downtown that need attention by removing grass growing in the sidewalks and by the steps near Goody's.

Smith also congratulated Heather Pefley, looks forward to a long term relationship; thanked all of the County Commissioners and public in attendance.

### **ADJOURN.**

MOTION to adjourn was made by Goodspeed, second by Zielinski. Meeting adjourned at 8:16 p.m.

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