
PROCEEDINGS OF THE MANISTEE CITY COUNCIL -MAY 15, 2018

A regular meeting of the Manistee City Council was called to order by his honor, Mayor James Smith on Tuesday, May 15, 2018 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, James Grabowski, and Erin Pontiac.

ALSO PRESENT: City Manager – Thad Taylor, City Attorney – George Saylor, City Clerk – Heather Pefley, City Assessor – Molly Whetstone, DPW Director – Jeff Mikula, Finance Director – Ed Bradford, Planning & Zoning Director – Denise Blakeslee, Public Safety Director – Tim Kozal, and City Engineer – Shawn Middleton / Spicer Group.

CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

None received.

CONSENT AGENDA.

- Minutes
 - May 1, 2018 - Regular Meeting
 - May 1, 2018 - Work Session
 - May 8, 2018 - Work Session

- Financial Reports
 - Payroll April 2018
 - Invoices April 2018

- Notification Regarding Next Work Session – June 12, 2018

A discussion will be conducted on Strategic Plan updates, Non-Union DC pension plan, Motor Pool; and such business as may come before the Council.

- Consideration of a Banner Permit, Manistee Area Chamber of Commerce.

The City Clerk has received an application from the Manistee Area Chamber of Commerce requesting permission to hang a banner in the Mason Street right-of-way for the annual Manistee World of Arts & Crafts event. They are requesting the banner be allowed June 25 – July 4, 2018. Banner permits are normally approved in-house when the request is for the use of the River Street Arch. Since the City of Manistee banner policy states “...banners are not permitted at any other locations without specific authorization of the City Council...,” Council authorization is needed.

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

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Grabowski, and Pontiac

NAYS: None

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CONSIDERATION OF APPROVING THE DOWNTOWN DEVELOPMENT AUTHORITY PROPOSED BUDGET FOR FISCAL YEAR 2018-2019.

The City of Manistee is required by state statute to approve the budget of the Downtown Development Authority (DDA) before it can be adopted by the Downtown Development Authority Board. The DDA presented their proposed budget to City Council at the April 17, 2018 City Council work session. If approved by Council, the Downtown Development Authority Board must still hold a public hearing on their budget and vote to adopt it.

MOTION by Beaton, second by Zielinski to approve the Downtown Development Authority's proposed budget for Fiscal Year 2018-2019.

With a roll call vote this motion passed unanimously.

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

CONSIDERATION OF ADOPTING THE 2018-2019 BUDGET AND CAPITAL IMPROVEMENT PLAN.

Under Section 7-4 of the Charter, the annual budget must be adopted before May 15 of each year. The budget has been the subject of multiple work sessions and a public hearing.

MOTION by Goodspeed, second by Zielinski to adopt a resolution approving the 2018-2019 Budget and Capital Improvement Plan for the City of Manistee. A review of changes made to the budget followed.

With a roll call vote this motion passed unanimously.

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

CONSIDERATION OF A DISTRIBUTION OF INTEREST AND PENALTIES FOR DENIED PRINCIPAL RESIDENCE EXEMPTIONS POLICY.

The policy will cover the collection and disbursement of denied Principal Residence Exemptions to make sure we are compliant with MCL 211.7 cc. The State of Michigan is requiring this policy to be compliant with the new AMAR guidelines.

MOTION by Zielinski, second by Goodspeed to approve a policy to make sure we are compliant with MCL 211.7 cc on collection and distribution of interest collected on a PRE denial.

With a roll call vote this motion passed unanimously.

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

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CONSIDERATION OF A RESOLUTION CHANGING THE BOARD OF REVIEW DATES FOR JULY AND DECEMBER.

The State of Michigan requires municipalities the option to change the July and December Board of Review dates to accommodate assessors that have multiple units they assess to assure the assessor can be present.

MOTION by Zielinski, second by Goodspeed to approve a resolution to change the July and December Board of Review dates.

With a roll call vote this motion passed unanimously.

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

CONSIDERATION OF APPROVING ELIMINATING THE SOFT BILLING PRACTICES FOR MANISTEE ALS SERVICES FOR CITY RESIDENTS.

The current practice for ALS billing for Manistee Fire Department ALS services is soft billing for the balances after insurance payments. After careful consideration and gathering of data, it was determined to discontinue this practice. At this time we are requesting to eliminate soft billing practices for City residents for ALS services provided by the Manistee Fire Department.

MOTION by Zielinski, second by Grabowski to eliminate soft billing practices for Manistee ALS services for City residents. Discussion followed to clarify that this includes all EMS services.

With a roll call vote this motion passed unanimously.

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

CONSIDERATION OF PARCEL SPLIT AND COMBINATION REQUEST FROM THOMAS AMOR SR. AND GOOD SHEPHERD LUTHERAN CHURCH.

Mr. Thomas Amor has purchased the north 2,196.65 square feet of the parking lot from Good Shepherd Lutheran Church. On March 22, 2018 Mr. Amor received the necessary variances from the Zoning Board of Appeals to request a parcel split and combination. On May 3, 2018 the Planning Commission reviewed the request and recommended Council's endorsement.

MOTION by Beaton, second by Goodspeed to approve the request from Thomas Amor Sr. and Good Shepherd Lutheran Church for a parcel split and combination that will combine the north 2,196.65 square feet from the parking lot (51-664-703-07) with 303 Fifth Street (51-664-703-01) as shown on the survey prepared by the Spicer Group Job #124374SG017.

With a roll call vote this motion passed unanimously.

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

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CONSIDERATION OF A MEMORANDUM OF UNDERSTANDING TO PARTICIPATE IN THE PROJECT RISING TIDE PROGRAM.

The City of Manistee has been selected for participation in the Project Rising Tide Program through the Department of Talent and Economic Development. The mission of the Rising Tide initiative is to provide at-risk communities with the tools they need to design and build a successful economic framework. It supports vibrant, thriving communities to attract business investment and talent by creating a sustainable path toward economic stability and growth.

A Memorandum of Understanding must be signed to participate in the program. The City Attorney has reviewed and approved the MOU.

MOTION by Zielinski, second by Pontiac to authorize the Mayor to sign the Memorandum of Understanding for the City to participate in the Project Rising Tide Program. Brief overview of the program followed.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Grabowski, and Pontiac

NAYS: None

CONSIDERATION OF A LAND USE AND MANAGEMENT AGREEMENT.

River Parc Place, LLC and North Channel Investors, LLC are owners of the properties immediately west of the Maple Street Bridge on the north side of the channel. The City has a Riverwalk easement over both properties. River Parc Place, LLC and North Channel Investors, LLC have requested an agreement that will permit their construction and maintenance of moorings along the constructed seawall.

MOTION by Zielinski, second by Beaton to approve the proposed Land Use and Management Agreement and authorize and direct the Mayor and City Clerk to sign the same.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Grabowski, and Pontiac

NAYS: None

CONSIDERATION OF APPROVING A CONTRACT FOR THE 2018 SANITARY SEWER REHABILITATION PROJECT.

A part of the City's Wet Weather Corrective Action Program is to repair sanitary sewers which indicate signs of groundwater infiltration. This initial project will reline 3,350 feet of sanitary sewer pipe. The project was publicly advertised with two bids received. One bid was submitted past the deadline and was rejected. The remaining responsive bid is below estimates and is recommended for approval. The City Attorney has reviewed and approved the contract.

MOTION by Zielinski, second by Goodspeed to award a contract with IPR Great Lakes, LLC in the amount of \$464,616.90 and authorize the Mayor and City Clerk to execute the documents. Discussion followed.

With a roll call vote this motion passed unanimously.

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

A REPORT FROM THE CITY ASSESSOR AND ALTERNATIVES FOR AREA YOUTH

Ms. Molly Whetstone reported on the activities of the Assessor's Office and responded to any questions the Council had regarding their activities.

Ms. Sheila Kaminski reported on the activities of the Alternatives for Area Youth and responded to any questions the Council had regarding their activities.

CITIZEN COMMENT.

Robert Hornkohl, 432 Cedar Street – expressed concern on the expanding deer population; would like the City to contact the DNR to see if there is anything that can be done.

OFFICIALS AND STAFF.

Mikula stated the street paving is moving along; segment of First Street between Division and US 31 will be closed on Friday and lane closures on Monday for striping; looking at possible candidates for street repairs to be made with additional \$200,000; will keep working on it and report back. He also reminded city residents of the paint recycling drop off this Saturday, May 19 from 9-12 at the Armory.

Middleton responded to a question regarding schedule for DEQ; still currently on schedule.

COUNCILMEMBERS.

Beaton commented on the recycling center; appreciates the convenience of this service.

Grabowski inquired about progress on the housing development on Pine Street.

Smith acknowledged Robert Hornkohl for being Citizen of the Year 20 years ago; regretfully informed everyone that Catherine Zaring, former 5th district Councilmember, lost her battle with cancer and asked that we keep her husband Glenn in our prayers; reminded everyone that June 2nd is the employee appreciation potluck at the Elks and there will also be an event July 14th for First Responders.

ADJOURN.

MOTION to adjourn was made by Zielinski, second by Goodspeed. Meeting adjourned at 7:47 p.m.

Heather Pefley CMC, CMMC / MICPT
City Clerk