
PROCEEDINGS OF THE MANISTEE CITY COUNCIL -JULY 3, 2018

A regular meeting of the Manistee City Council was called to order by his honor, Mayor James Smith on Tuesday, July 3, 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, DPW Director – Jeff Mikula, Finance Director – Ed Bradford, Public Safety Director – Tim Kozal, and City Engineer – Shawn Middleton / Spicer Group

CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

Carol Pasco, 610 Spruce Street/ spoke in favor of the Strut Your Mutt Fundraiser; thanked Council for their consideration.

Colleen Kenny, 586 8th Street/ spoke in favor of the Strut Your Mutt Fundraiser; expressed the importance of this event for the Manistee County Humane Society/Homeward Bound Animal Shelter.

CONSENT AGENDA.

- Minutes - June 19, 2018 - Regular Meeting
- Financial Reports
 - Cash Balances May 2018
 - Revenue & Expense May 2018
- Notification Regarding Next Work Session – July 10, 2018
A discussion will be conducted on DC pension plan, River Street refuse, and MEDC Redevelopment services; and such business as may come before Council.
- Consideration of Annual Strut Your Mutt Fundraiser on the Riverwalk
The Manistee County Homeward Bound Animal Shelter would like to hold their annual Strut Your Mutt fundraising event on Sunday, September 16, 2018 on the Riverwalk. Walkers will proceed and end at the Lions Pavilion, walking as far as the House of Flavors. This event will run from 12:00 p.m. to 4:00 p.m.

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 REDUCING THE SIZE OF THE BROWNFIELD REDEVELOPMENT AUTHORITY FROM SEVEN MEMBERS TO FIVE.

The City of Manistee Brownfield Redevelopment Authority currently has a seven member board as approved by City Council. The Brownfield Redevelopment Financing Act, MCL 125.2655 and the Brownfield Authority bylaws both specify that the size of the board shall be not less than five or more than nine members.

The Brownfield Authority has five members and two vacancies. The Clerk has advertised for the open seats but has not had any applicants. The vacancies and the need to have four members present at a meeting have resulted in difficulties gathering a quorum. The Brownfield Authority Board passed a motion at its June meeting requesting that City Council reduce the size of the board from seven members to five.

MOTION by Zielinski, second by Grabowski to reduce the size of the Brownfield Redevelopment Authority from seven members to five.

With a roll call vote this motion passed unanimously.

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

CONSIDERATION OF A FIVE-YEAR AGREEMENT WITH TOP LINE ELECTRIC, LLC TO SERVE AS THE CITY'S AUTOMATION CONTROLS CONTRACTOR OF RECORD.

The City issued a Request for Proposals – Controls Contractor of Record on June 4, 2018. Two responses were received. A committee reviewed the responses and recommends Top Line Electric, LLC be awarded the contract and designated the City's Automation Controls Contractor of Record. The City Attorney has prepared and approved the agreement.

MOTION by Zielinski, second by Cooper to enter into a five-year agreement with Top Line Electric, LLC to serve as the City's Automation Controls Contractor of Record; and authorize the Mayor and City Clerk to execute the agreement.

With a roll call vote this motion passed unanimously.

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

CONSIDERATION OF A FIVE-YEAR AGREEMENT WITH TOP LINE ELECTRIC, LLC TO SERVE AS THE CITY'S ELECTRICAL CONTRACTOR OF RECORD.

The City issued a Request for Proposals – Electrical Contractor of Record on June 4, 2018. Two responses were received. A committee reviewed the responses and recommends Top Line Electric,

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LLC be awarded the contract and designated the City’s Electrical Contractor of Record. The City Attorney has prepared and approved the agreement.

MOTION by Zielinski, second by Pontiac to enter into a five-year agreement with Top Line Electric, LLC to serve as the City’s Electrical Contractor of Record; and authorize the Mayor and City Clerk to execute the agreement.

With a roll call vote this motion passed unanimously.

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

CONSIDERATION OF A FIVE-YEAR AGREEMENT WITH CUSTOM SHEET METAL & HEATING, INC. TO SERVE AS THE CITY’S HVAC CONTRACTOR OF RECORD.

The City issued a Request for Proposals – HVAC Contractor of Record on June 4, 2018. Two responses were received. A committee reviewed the responses and recommends Custom Sheet Metal & Heating, Inc. be awarded the contract and designated the City’s HVAC Contractor of Record. The City Attorney has prepared and approved the agreement.

MOTION by Zielinski, second by Goodspeed to enter into a five-year agreement with Custom Sheet Metal & Heating, Inc. to serve as the City’s HVAC Contractor of Record; and authorize the Mayor and City Clerk to execute the agreement.

With a roll call vote this motion passed unanimously.

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

CONSIDERATION OF A FIVE-YEAR AGREEMENT WITH PERSONAL PLUMBING TO SERVE AS THE CITY’S PLUMBING CONTRACTOR OF RECORD.

The City issued a Request for Proposals – Plumbing Contractor of Record on June 4, 2018. Two responses were received. A committee reviewed the responses and recommends Personal Plumbing be awarded the contract and designated the City’s Plumbing Contractor of Record. The City Attorney has prepared and approved the agreement.

MOTION by Zielinski, second by Goodspeed to enter into a five-year agreement with Personal Plumbing to serve as the City’s Plumbing Contractor of Record; and authorize the Mayor and City Clerk to execute the agreement.

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 BUDGET AMENDMENT 2018-03 FOR FISCAL YEAR-END JUNE 30, 2018.

The City of Manistee is required by State law to ensure that actual expenditures do not exceed budgeted amounts. Over the course of the current fiscal year, unanticipated and unbudgeted events and/or Council approved expenditures have occurred. The proposed budget amendments address expenditures associated with these events to ensure compliance with State statute regarding appropriations.

MOTION by Zielinski, second by Goodspeed to adopt budget amendment 2018-03 for fiscal year-end June 30, 2018. Discussion followed with a review of the proposed amendments by fund.

With a roll call vote this motion passed unanimously.

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

NAYS: None

A REPORT FROM THE ENGINEER OF RECORD.

Mr. Shawn Middleton reported on the activities of the Spicer Group and responded to any questions the Council had regarding their activities.

CITIZEN COMMENT.

Colleen Kenny, 586 8th Street / on behalf of the Manistee County Humane Society, expressed appreciation to Council for their support.

Kathy Wiejaczka / introduced herself to Council; she is running for State Representative of the 101st District.

OFFICIALS AND STAFF.

Kozal gave information on a fire that occurred last Saturday; recognized local fire fighters for their efforts; thanked surrounding township fire departments for their assistance.

COUNCILMEMBERS.

Councilmembers wished everyone a safe, happy 4th of July.

Zielinski thanked the fire department for a great job with last week's fire.

Smith presented employee service anniversary recognition.

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ADJOURN.

MOTION to adjourn was made by Zielinski, second by Goodspeed. Meeting adjourned at 7:45 pm.

Heather Pefley CMC / CMMC, MiCPT
City Clerk