
PROCEEDINGS OF THE MANISTEE CITY COUNCIL – MARCH 3, 2020

A regular meeting of the Manistee City Council was called to order by his honor, Mayor Roger Zielinski on Tuesday, March 3, 2020 at 7:00 pm in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Dale Cooper, Lynda Beaton, Roger Zielinski, Jermaine Cipic, Michael Szymanski, James Grabowski and Erin Pontiac

ABSENT: None

ALSO PRESENT: City Manager – Thad Taylor, City Attorney – George Saylor, Deputy City Clerk – Lora Laurain, Deputy DPW Director – Rick Mohr, Deputy Finance Director – Angie Rabb, Public Safety Director – Tim Kozal, and City Engineer – Shawn Middleton

CITIZEN COMMENTS ON AGENDA RELATED ITEMS

None.

CONSENT AGENDA

- Minutes - February 18, 2020 Regular Meeting

- Financial Reports
 - Cash Balances January 2020
 - Revenue and Expenses January 2020

- Notification Regarding Next Work Session – March 11, 2020, 7:00 pm
A discussion will be conducted on Racial Justice, Inclusion and Diversity Resolution, Consumers Energy Remediation Presentation, Neighborhood Enterprise Zones, and Short-term Rentals; and such business as may come before Council.

- Consideration of Maxwell Town Committee to hold the Second Annual Maxwell Town Wee Parade on Tuesday, March 17, 2020.
The Maxwell Town Committee would like to hold the Second Annual Maxwell Town Wee Parade. Parade to assemble at 713 Kosciusko Street and finish at 506 Ramsdell Street, entailing the closure of the following City streets: Ramsdell Street to 7th Street to Kosciusko Street. Parade date Tuesday, March 17, 2020. This event would be held beginning at 5:30 pm.

MOTION by Szymanski, second by Grabowski to approve the Consent Agenda as presented.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski and Pontiac

NAYS: None

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – MARCH 3, 2020

CONSIDERATION OF approval of application for the 2019 FEMA Assistance to Firefighters Grant (AFG) program for the Manistee Fire Department and enter into a MOU with Manistee Township Fire Department and The Charter Township of Filer Fire Department for the AFG application.

The City of Manistee Fire Department is preparing to replace obsolete and expiring Personal Protective Equipment (PPE) and Self-Contained Breathing Apparatus (SCBA). In an effort to maximize leverage on projected costs, the Manistee Fire Department will be preparing a grant through the 2019 FEMA Firefighter's grant for the purchase of new PPE and SCBAs. The Manistee Fire Department will be partnering with the Manistee Township Fire Department and the Charter Township of Filer Fire Department on a regional AFG application. The total amount of the application to replace the expiring and obsolete equipment for all three departments is \$369,000.

MOTION by Cooper, second by Pontiac to approve the application for new PPE and SCBAs through the 2019 FEMA Assistance to Firefighters Grant Program and enter into a MOU with Manistee Township Fire Department and The Charter Township of Filer Fire Department for the AFG application.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski and Pontiac

NAYS: None

Consideration of Ordinance 20-04 Tax Exemption for Housing

The City of Manistee Housing Commission on behalf of its partners has requested the adoption of a Tax Exemption Ordinance relating to the Century Terrace and Harborview Apartments renovation. The Ordinance would provide for a payment in lieu of taxes relating to the Century Terrace and Harborview properties. The City of Manistee Housing Commission currently makes a payment in lieu of taxes that provides for payment of 10% of Shelter Rent (rent paid, less certain utilities). It is being proposed that the PILOT Ordinance provide for a payment of 3% of Shelter Rent and an additional payment under the terms of a Municipal Services Agreement that will be separately considered by Council.

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 Grabowski, second by Pontiac to introduce Ordinance 20-04 Tax Exemption for Housing.

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

AYES: Cooper, Beaton, Zielinski, Szymanski, Grabowski and Pontiac

NAYS: Cipic

Consideration of Municipal Services Agreement for the Rehabilitation of Century Terrace and Harborview.

CT HV Limited Dividend Housing Association LLC is proposing a Municipal Services Agreement with the City as part of their PILOT request. The Municipal Services Agreement provides for a payment to the City,

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – MARCH 3, 2020

by the developer, of \$200 per living unit, per year. The first-year payment to the City will be \$33,400 and will increase by 3% annually. The term of the MSA is 35 years.

MOTION by Beaton, second by Cooper to approve the Municipal Services Agreement and authorize the Mayor and City Clerk to sign the agreement.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski and Pontiac

NAYS: None

Consideration of Ordinance 20-05 Tax Exemption for Housing

Monroe Limited Dividend Housing Association Limited Partnership has requested the adoption of a Tax Exemption Ordinance relating to the Monroe Cottages Development. The PILOT Ordinance would provide for a Payment in Lieu of Taxes of 4% of Shelter Rent (rent paid, less certain utilities) and an additional payment under the terms of a Municipal Services Agreement that will be separately considered by Council.

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 Szymanski, second by Beaton to introduce Ordinance 20-05 Tax Exemption for Housing.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski and Pontiac

NAYS: None

Consideration of Municipal Services Agreement for the Monroe Street Senior Living Project.

The Oceana County Housing Commission Limited Dividend Housing Association (OCHCLDHA) is proposing a Municipal Services Agreement with the City as part of their PILOT request. The Municipal Services Agreement provides for a payment to the City, by the developer, of \$200 per living unit, per year. The first-year payment to the City will be \$9,200 and increase by 3% annually. The term of the Municipal Service Agreement is 18 years.

MOTION by Beaton, second by Szymanski to approve the Municipal Services Agreement and authorize the Mayor and City Clerk to sign the agreement.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski and Pontiac

NAYS: None

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – MARCH 3, 2020

Consideration of the Sale of Lot 8 in Renaissance Park

The City has received an offer of \$20,000 to purchase Lot 8 in the City's Renaissance Park.

MOTION by Grabowski, second by Beaton to accept the offer as presented.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski and Pontiac

NAYS: None

Consideration of Applications to Boards and Commissions

The City Clerk has taken action to advertise vacancies to the Compensation Commission, Downtown Development Authority Citizens Council, Harbor Commission, Historic District Commission, Parks Commission, PEG Commission, Planning Commission and Zoning Board of Appeals.

Mayoral appointments require a motion, second and Council voted support. Nominations for Council appointments do not require a second. After all nominations are made, Council votes on nominees until one nominee receives majority support.

The following applications have been received:

*Incumbent

Compensation Committee. One vacancy – term ending 09/30/24. Applicants must be registered voters in the City. Mayoral appointment.

Shelly Memberto, 347 Second Street

Mayor Zielinski appointed Shelly Memberto, 347 Second Street, to the Compensation Committee with term ending 09/30/2024.

MOTION by Szymanski, second by Pontiac to support Mayor Zielinski's appointment of Shelly Memberto, 347 Second Street, to the Compensation Committee with term ending 09/30/2024.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski and Pontiac

NAYS: None

Historic District Commission. One vacancy – term ending 02/28/2023. One Member is desired who meets professional qualification standards for archaeologist, architect, architectural historian, historian, or historic architect. Applicants must be City residents. Council appointments.

Julia S. Cook, 421 Second Street

Kathryn Levy, 361 Second Street

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – MARCH 3, 2020

Beaton nominated Kathryn Levy, 361 Second St., to be appointed to the Historic District Commission with term ending 02/28/2023.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipcic, Szymanski, Grabowski and Pontiac

NAYS: None

Planning Commission. One vacancy – term ending 10/31/2021. Applicants must be City residents. Mayoral appointments.

Kathryn Levy, 361 Second Street

Michelle A. Hanson, 387 Eleventh Street

Shelly Memberto, 347 Second Street

David Holmer, 909 High Street

Mayor Zielinski appointed Shelly Memberto, 347 Second St., to the Planning Commission with term ending 10/31/2021.

MOTION by Beaton, second by Pontiac to support Mayor Zielinski's appointment of Shelly Memberto, 347 Second St., to the Planning Commission with term ending 10/31/2021.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipcic, Szymanski, Grabowski and Pontiac

NAYS: None

PEG Commission. One vacancy – term ending 12/31/2020. Applicants must be Manistee County residents. Council appointment.

Dylan Fitzsimmons, 307 Second Avenue

Beaton nominated Dylan Fitzsimmons, 307 Second Avenue, to be appointed to the PEG Commission with term ending 12/31/2020.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipcic, Szymanski, Grabowski and Pontiac

NAYS: None

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – MARCH 3, 2020

A REPORT FROM DOWNTOWN DEVELOPMENT AUTHORITY

Ms. Caitlyn Berard reported on the activities of the Downtown Development Authority and responded to questions the Council had regarding their activities.

CITIZEN COMMENT

None.

OFFICIALS AND STAFF

Shawn Middleton provided updates regarding construction start dates for the Corrective Action Plan projects. RD1A will begin in 1-2 weeks and RD1B is set to begin in April. There will be a neighborhood meeting for area residents on March 18, 2020.

COUNCILMEMBERS

Grabowski asked Chief Kozal for updates regarding the coronavirus. Kozal has met with other Manistee County leaders and school officials regarding precautions to be taken to prevent the spread of the virus as well as possible scenarios.

Grabowski distributed employees' birthday cards and years of service cards.

Szymanski acknowledged that March is National Reading Month.

Beaton thanked the Manistee News Advocate for featuring articles on local businesses.

Zielinski thanked all applicants for Board and Commission positions and expressed his appreciation for their willingness to serve.

ADJOURN

MOTION to adjourn was made by Beaton. Meeting adjourned at 7:52 pm.

Lora Y Laurain
Deputy City Clerk