
PROCEEDINGS OF THE MANISTEE CITY COUNCIL – FEBRUARY 18, 2020

A regular meeting of the Manistee City Council was called to order by his honor, Mayor Roger Zielinski on Tuesday, February 18, 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 Cipicic, Michael Szymanski, James Grabowski and Erin Pontiac

ABSENT: None

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

CITIZEN COMMENTS ON AGENDA RELATED ITEMS

None

CONSENT AGENDA

- Minutes
 - February 4, 2020 Regular Meeting
 - February 11, 2020 Special Meeting
 - February 11, 2020 Work Session

- Financial Reports
 - Payroll January 2020
 - Invoices January 2020

- Consideration of Ordinance 20-02 approving amendments to the City of Manistee Development Plan and Tax Increment Financing Plan.

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

- Consideration of a Banner Permit for the 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 29 – July 5, 2020. 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.

- Consideration of Run the Pier 5k to hold a run/walk on Saturday, August 8, 2020 from 8:00 p.m. – 11:00 p.m. The race would take City streets from Veterans Memorial Park, west to the Fifth Avenue pier, around the lighthouse and then return to Veterans Memorial Park.

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

With a roll call vote this motion passed unanimously.

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

NAYS: None

CONSIDERATION OF LOCAL REVENUE SHARING BOARD GRANT APPLICATIONS.

The Local Revenue Sharing Board (LRSB) distributes 2% money from the Little River Casino. The deadline for 2020 Cycle I applications is Friday, March 6, 2020 at 5:00 p.m. City staff has prepared two grant applications for submission to the Local Revenue Sharing Board. This agenda item will include two separate motions, one for each grant application.

MOTION by Beaton, second by Cooper to authorize the submission of a grant application to the Local Revenue Sharing Board for the Fire Department Firefighter Turnout Gear in the amount of \$44,685.80.

With a roll call vote this motion passed unanimously.

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

NAYS: None

MOTION by Szymanski, second by Grabowski to authorize the submission of a grant application to the Local Revenue Sharing Board for the Police Department for FN 303 Less-Lethal Weapon System in the amount of \$2,048.00. Public Safety Director Tim Kozal gave a brief explanation of this weapon system.

With a roll call vote this motion passed unanimously.

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

NAYS: None

CONSIDERATION OF APPROVING THE PURCHASE OF A MOBILE PUMP FOR THE SANITARY SEWER SYSTEM.

The City purchased a mobile, trailer mounted pump several years ago to be utilized during emergencies, maintenance, and construction projects. Due to the high volume of usage and EGLE requirements for Wet Weather Management, a second pump is required. The new pump was selected to match the existing pump for consistency in operation and maintenance.

MOTION by Grabowski, second by Szymanski to approve the purchase of a Pioneer pump from Kennedy Industries in the amount of \$46,895.00.

With a roll call vote this motion passed unanimously.

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

NAYS: None

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CONSIDERATION OF AWARDING A CONTRACT TO RESURFACE THE FIRST STREET BEACH TENNIS COURTS.

The City received a grant from the Manistee Community Foundation to upgrade the tennis courts at First Street Beach. The resurfacing and painting work were publicly bid with three bids received.

Pro Surfaces	\$53,400.00
Racquet Sports, Inc.	\$46,775.00
Tennis Courts Unlimited	\$25,600.00

The contract was prepared by the City Engineers and approved by the City Attorney.

MOTION by Szymanski, second by Pontiac to approve a contract and Notice of Award with low, responsive bidder Tennis Courts Unlimited in the amount of \$25,600.00 and authorize the Mayor and Clerk to execute the documents.

Discussion included:

- Warranty – one year built into contract documents; standard
- Start date – must be 50 degrees and rising to start project
- MAPS service agreement for use of this court
- Construction should not interfere with spring sports

With a roll call vote this motion passed unanimously.

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

NAYS: None

CONSIDERATION OF A REQUEST FROM OCEANA COUNTY HOUSING COMMISSION LIMITED DIVIDEND HOUSING ASSOCIATION FOR A PAYMENT IN LIEU OF TAXES (PILOT) AND A MUNICIPAL SERVICE AGREEMENT (MSA) FOR A SENIOR HOUSING CONSTRUCTION PROJECT.

The Oceana County Housing Commission Limited Dividend Housing Association is proposing an income based senior housing project adjacent to the Wagoner Center. The developer intends to use the MSHDA LIHTC program as part of their financing plan. Participation in the LIHTC requires a PILOT from the City. In addition to the PILOT request, the developer is offering an MSA.

A presentation was given by Sarah Howard- Executive Director of the Manistee County Council in Aging, Kendra Thompson - architect, and representatives of the Oceana Housing Commission, Paul Inglis, Ross Field, and Allen Martin.

Presentation included:

- Housing needs of Manistee's senior population
- Proposed development – Monroe Cottages
- 46 duplex style units – 23 buildings
- 1 & 2 bedroom units – single story
- Residential amenities
- Requesting 18 year PILOT
- 4% PILOT, \$200 per unit MSA

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- At end of 18 year PILOT, duplexes sold and/or rented, fully taxed

MOTION by Szymanski, second by Grabowski to direct staff to draft a PILOT ordinance and Municipal Service Agreement and present both at the March 3, 2020 Council meeting for Council's consideration.

With a roll call vote this motion passed unanimously.

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

NAYS: None

A REPORT FROM ECONOMIC DEVELOPMENT.

Mr. Marc Miller reported on the activities of the Economic Development and responded to any questions the Council had regarding their activities.

PRESENTATION OF THE ANNUAL STATE OF THE STREET REPORT, SHORELINE AND CAPITAL IMPROVEMENT UPDATES.

City staff presented the annual State of the Street Report, Shoreline and Capital Improvement updates and responded to questions from Council.

Presentation included:

- Review of 2019 State of the Streets Annual report
- Shoreline Erosion and Riverwalk repairs update
- Capital Projects
- Capital Improvement Bond
 - Finance projects
 - Provide needed flexibility
 - Cost effective
- Parks Project
 - North Riverwalk – Memorial Park Upgrades
 - Proposed to apply for MDNR Trust Fund Grant
 - Application deadline April 1
- Marina Project
 - Remaining marina docks upgrade
 - Proposed to apply for Waterways Grant -In-Aid
 - Application deadline April 1

Council consensus for staff to continue refining Capital Improvement Bond financing and refunding; proceed with MDNR Trust Fund Grant application for North Riverwalk\Memorial Park and Waterways Grant application for Marina docks for consideration at March Council meeting.

CONSIDERATION OF ENDORSING THE HOUSING NORTH HOMES FOR OUR FUTURE CAMPAIGN AND THE PRINCIPLES IT SUPPORTS AND ADVOCATES FOR IN THE REGION.

The Homes for Our Future Campaign is an initiative from Housing North to help the region understand and take part in housing solutions. The campaign is a call to action from the public, local governments,

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employers and community organizations. It is intended to provide a clear course of action and resources to engage in, support and lead work towards housing solutions.

MOTION by Szymanski, second by Grabowski to adopt the resolution of endorsement from Homes for Our Future and help strengthen the message in the region of the relevance of housing for community growth. Lissette Reyes, Housing North, gave a presentation on The Homes for our Future campaign and read the Resolution for Endorsement.

With a roll call vote this motion passed unanimously.

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

NAYS: None

CITIZEN COMMENT

Jeff Dontz, Manistee County Board of Commissioners Chair - spoke in favor of the proposed senior housing project; thanked the City for including the County in the Rising Tide effort; County will be adopting the new logo. Introduced Lieutenant Jason Torrey as the new Emergency Manager.

Chris Schultz, 500 Second Street – inquired on the resolution for Racial Justice, Inclusion and Diversity.

OFFICIALS AND STAFF

None

COUNCILMEMBERS

Grabowski thanked Public Safety Director Kozal and officers for assistance with cleanup on 12th Street.

Beaton commented on the RAD program presentation at the last work session; not comfortable with project until seeing what needs to be done in the buildings.

ADJOURN

MOTION to adjourn was made by Szymanski. Meeting adjourned at 8:51 p.m.

Heather Pefley CMC, CMMC / MiCPT
City Clerk