
PROCEEDINGS OF THE MANISTEE CITY COUNCIL – OCTOBER 6, 2020

A regular meeting of the Manistee City Council was called to order by his honor, Mayor Roger Zielinski on Tuesday, October 6, 2020 at 7:00 pm in the Ramsdell Theatre, 101 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Dale Cooper, Lynda Beaton, Roger Zielinski, Jermaine Cipcic, Michael Szymanski, James Grabowski, and Erin Martin-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, Police Chief – Josh Glass, Fire Chief – Mark Cameron, and City Engineer – Shawn Middleton

AMEND AGENDA.

MOTION by Szymanski, second by Grabowski to amend the agenda to remove item VIII. New Business b.) Consideration of the Approval of Ordinance 20-09 and move this item to a future work session for discussion.

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

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

NAYS: Martin-Pontiac

CITIZEN COMMENTS ON AGENDA RELATED ITEMS

None

CONSENT AGENDA

- Minutes
 - September 1, 2020 Regular Meeting
 - September 8, 2020 Work Session

- Financial Reports
 - Payroll August 2020
 - Invoices August 2020
 - Cash Balances August 2020
 - Revenue & Expense August 2020

- Notification Regarding Next Work Session – October 13, 2020, 7:00 pm
 - A discussion will be conducted on banning retail pet sales in the City, the Non-Motorized Plan for the Manistee Lake area, Lakeshore Motel property redevelopment, refuse billing in the DDA district; and such business as may come before Council.

- Consideration of Board of Director Candidates for the MML Liability and Property Pool.
 - Four candidates are seeking election to the MML Liability and Property Pool Board of Directors.
 - Two candidates are incumbent directors seeking re-election and two are appointees seeking

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – OCTOBER 6, 2020

election to their first term. As a member of the Liability and Property Pool, the City is asked to vote on the four candidates seeking election or offer write-in candidates.

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

With a roll call vote this motion passed unanimously.

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

NAYS: None

CONSIDERATION OF INTRODUCING THE NEW CITY EMPLOYEE, CHASE BARBER.

Manistee City police Chief Josh Glass introduced our newest Police Officer, Chase Barber.

CONSIDERATION OF A REQUEST TO CREATE AN OBSOLETE PROPERTY REHABILITATION ACT (OPRA) DISTRICT FOR THE PROPERTY LOCATED AT 440 RIVER STREET.

Ted Fricano signed a purchase agreement for the former Boathouse Restaurant located at 440 River Street. The City Assessor and Building Official have determined that the property is functionally obsolete and blighted, qualifying it for the Obsolete Property Rehabilitation Act (OPRA). Mr. Fricano is interested in rehabilitating the property.

For Council to consider Mr. Fricano's request for an OPRA, it must first establish an OPRA District that encompasses, at a minimum, the property located at 440 River Street. Once done, Council could then act on the request for an OPRA for the property.

MOTION by Beaton, second by Szymanski to direct staff to draft a resolution for Council that establishes an OPRA District that encompasses the property at 440 River Street.

With a roll call vote this motion passed unanimously.

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

NAYS: None

CONSIDERATION OF PARCEL SPLIT AND COMBINATION ON 505 FOURTH STREET.

The Planning Department has looked over this split and feels it meets all zoning requirements to be a valid split, as long as the split continues with what is shown in the survey and a combination takes place on 505 Fourth Street, parcel # 51-51-341-701-03.

The split and combination require City Council approval and the preparation and submission of a letter by City Staff to the County Equalization Department to authorize the parcel split and combination. A copy of the letter and supporting documentation will also be provided to the applicant. The County Equalization Department will then process the request and update the next tax roll accordingly.

MOTION by Szymanski, second by Grabowski to approve the parcel split and combination on 505 Fourth Street and authorize City Staff to prepare a letter to the County Equalization Department to authorize the parcel split and combination.

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – OCTOBER 6, 2020

With a roll call vote this motion passed unanimously.

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

NAYS: None

CONSIDERATION OF APPROVING THE PURCHASE OF A 2020 AMBULANCE.

The City of Manistee Fire Department is requesting to replace the R5, an eighteen-year-old reserve ambulance, with the purchase of a 2020 PL Custom Classic 170 Type I Ambulance from Halt Fire for \$261,268.00. The construction of a new ambulance was publicly bid with two viable bids received as follows.

Halt Fire	\$261,268.00
Kodiak Emergency Vehicles	\$267,398.00

MOTION by Cooper, second by Beaton to approve the purchase of a 2020 PL Custom Classic 170 Type I Ambulance in the amount of \$261,268.00 from the low bidder, Halt Fire.

Discussion included:

- Comparison of bids received
- Amount budgeted for the Ambulance
- Old ambulance to be sold and funds will go to Motor Pool
- Expected build time for ambulance

With a roll call vote this motion passed unanimously.

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

NAYS: None

CONSIDERATION OF THE CLOSING OF CITY HALL DURING FUTURE ELECTIONS FOR ALL NON-ELECTION RELATED BUSINESS AND ALLOWING CITY EMPLOYEES TO BE TRAINED AND CERTIFIED TO WORK AS ELECTION INSPECTORS.

The City Clerk would like City Hall to be closed for all non-election related business on election day and would like permission to have City Employees trained and certified to work as election inspectors on election days, if needed. Currently, City Hall is closed for business on Wednesdays, but this would change to Tuesday on any week when there is to be an election.

MOTION by Grabowski, second by Martin-Pontiac to approve the closing of City Hall during future elections for non-election related business and allow City Employees to be trained and certified to work as election inspectors for future elections. Councilmembers expressed gratitude for the work being done to ensure successful elections and would like to see this idea submitted as a best practice for other municipalities.

With a roll call vote this motion passed unanimously.

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

NAYS: None

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – OCTOBER 6, 2020

CONSIDERATION OF CONSTRUCTING SINGLE DUMPSTER ENCLOSURES IN THREE LOCATIONS WITHIN THE CITY PARKS.

City Council has approved the Planning Department to begin enforcement of dumpster enclosures within the City. The City has three dumpsters, one at Fifth Avenue Beach and two at First Street Beach, which are out of compliance. Gerber Construction has recently completed construction of the DDA enclosures. The same design and materials could be constructed at the beaches by issuing a change order to the existing Gerber contract. The Cost is \$14,957.00 each, totaling \$44,871.00 The cost of the improvements would utilize a loan from the General Fund Balance to the Refuse Fund.

MOTION by Grabowski, second by Cooper to approve a Change Order with Gerber Construction in the amount of \$44,871.00 to construct three single stall dumpster corrals.

Discussion included:

- Current dumpsters do not comply with requirements of the ordinance
- Design and materials for enclosures
- Enclosures will be locked
- Dumpsters are for use by the City not the public
- Trash barrels are for public use; parks department puts trash bags from barrels in dumpsters
- Trash will be monitored by parks department
- Propose funding with interest bearing loan from General fund to Refuse Fund to be repaid
- Anticipated timeframe for project completion

With a roll call vote this motion passed unanimously.

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

NAYS: None

CONSIDERATION OF APPROVING A RESOLUTION AUTHORIZING THE SUBMISSION OF A STATE HISTORIC PRESERVATION OFFICE PLANNING GRANT TO UPDATE THE MASTER PLAN FOR THE RAMSDELL THEATRE.

As part of the Ramsdell Theatre Restoration Project in 1990, Quinn Evans Architects created a Preservation Master Plan for the Ramsdell Theatre. This document helped guide the subsequent multi-year restoration efforts. Thirty years have passed since the report was issued and many of the key items identified have been completed. To finish the restoration of the Ramsdell Theatre and position it for success in the future, the building needs to be evaluated and a new master plan created. The grant application would be for \$51,500.

MOTION by Beaton, second by Martin-Pontiac to approve a Resolution authorizing the submission of a State Historic Preservation Office planning grant to fund an update of the Master Plan for the Ramsdell Theatre; and further authorize the Chief Financial Officer to sign any needed documents.

With a roll call vote this motion passed unanimously.

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

NAYS: None

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – OCTOBER 6, 2020

CONSIDERATION OF A RESOLUTION OF SUPPORT FOR THE MANISTEE COUNTY COUNCIL ON AGING MILLAGE PROPOSAL FOR SENIOR SERVICES.

The Manistee County Council on Aging will have a millage proposal for senior services on the November 3, 2020 General Election Ballot. A resolution has been prepared recognizing Council support for the millage for senior services.

Councilmember Szymanski read the proposed Resolution of Support.

MOTION by Beaton, second by Cooper to adopt the Resolution of Support for the Manistee County Council on Aging Millage Proposal for Senior Services.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin-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, Planning Commission, and the Zoning Board of Appeals.

Mayoral and Manager 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

Planning Commission – Three Vacancies, terms ending 10/31/2023; applicants must be City residents; Mayoral appointment.

*Pamela Weiner – 410 Pine Street

Ron Bytwerk – 356 Tenth Street

*Roger Yoder – 225 Seventh Street

*Michael Szymanski – 332 Fifth Street

Zielinski appointed Pamela Weiner, 410 Pine Street. To the Planning Commission for a term ending 10/31/2023.

MOTION by Beaton, second by Cooper to support the Mayor's appointment of Pamela Weiner, 410 Pine Street to the Planning Commission for a term ending 10/23/2023.

With a roll call vote this motion passed unanimously.

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – OCTOBER 6, 2020

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

NAYS: None

Zielinski appointed Roger Yoder, 225 Seventh Street. To the Planning Commission for a term ending 10/31/2023.

MOTION by Beaton, second by Grabowski to support the Mayor's appointment of Roger Yoder, 225 Seventh Street to the Planning Commission for a term ending 10/23/2023.

With a roll call vote this motion passed unanimously.

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

NAYS: None

Zielinski appointed Michael Szymanski, 332 Fifth Street. To the Planning Commission for a term ending 10/31/2023.

MOTION by Martin-Pontiac, second by Beaton to support the Mayor's appointment of Michael Szymanski, 332 Fifth Street to the Planning Commission for a term ending 10/23/2023.

With a roll call vote this motion passed, 6-0.

AYES: Cooper, Beaton, Zielinski, Cipcic, Grabowski, and Martin-Pontiac

NAYS: None

ABSTAIN: Szymanski

AN UPDATE FROM FINANCE DIRECTOR ED BRADFORD, DEPARTMENT OF PUBLIC WORKS DIRECTOR JEFF MIKULA, AND CITY ENGINEER SHAWN MIDDLETON ON CITY BONDS AND CAPITAL IMPROVEMENT PROJECTS.

Finance Director Ed Bradford gave an update on the 2020 Capital Improvement Bonds and reviewed projects to be funded by the bonds.

City Engineer Shawn Middleton and Department of Public Works Director Jeff Mikula gave an update on several projects including an anticipated grant, design, permitting, bidding, and construction schedule for the next two years and responded to questions from Council.

Don Brady, State of Michigan -EGLE, addressed permitting including extensions and challenges with large projects.

CITIZEN COMMENT

Al Frye, 2264 Merkey Road / complimented City Council for the work they are doing with developers to bring new projects to Manistee and inquired on the blighted properties on River Street and what is being done to clean up those properties.

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – OCTOBER 6, 2020

OFFICIALS AND STAFF

Taylor informed Council that he has available copies of the MML Review magazine featuring the article on the Racial Justice Inclusion, and Diversity Resolution.

COUNCILMEMBERS

Grabowski asked for an update on the monitoring of the recycling center at MCC and inquired on what, if any, additional measures can be taken for increased safety at the beach.

Szymanski inquired if there is a long term plan for sidewalk improvements; asked if a notice could be posted to inform homeowners of responsibility for sidewalk maintenance.

Beaton stated she has been receiving numerous calls on short term rentals and on the proposed ordinance amendment to increase recreational retail licenses allowed in the City.

Cipic asked if Council could receive a monthly update on blight and inquired on regulations for campers and boats parked in the City. Cipic would like additional notices to be posted regarding brush pick up notifying residents that they must call to get their brush collected.

Zielinski asked for clarification from the City Attorney regarding State and Local regulation of vacation rentals.

ADJOURN

MOTION to adjourn was made by Grabowski. Meeting adjourned at 8:34 p.m.

Heather Pefley MiPMC/CMC
City Clerk