
PROCEEDINGS OF THE MANISTEE CITY COUNCIL – DECEMBER 15, 2020

A regular meeting of the Manistee City Council was called to order by his honor, Mayor Roger Zielinski on Tuesday, December 15, 2020 at 7:00 pm remotely as authorized by the Open Meetings Act (MCL 15.263a).

PRESENT: David Bachman, Lynda Beaton, Roger Zielinski, Jermaine Cipic, Michael Szymanski, James Grabowski, and Erin Martin Pontiac

ABSENT: None

ALSO PRESENT: City Manager – Thad Taylor, City Attorney – George Saylor, City Clerk – Heather Pefley, Deputy Clerk – Lora Laurain, City Assessor – Molly Whetstone, DPW Director – Jeff Mikula, Finance Director – Ed Bradford, Police Chief – Josh Glass, Fire Chief – Mark Cameron, and City Engineer – Shawn Middleton

CITIZEN COMMENTS ON AGENDA RELATED ITEMS

Thomas Oele, 376 Sixth Street, Parks Commission Vice Chairperson – wished all City residents and City staff members happy holidays; stated that the Parks Commission is committed to more involvement which will include quarterly reports to Council; and invited residents to attend upcoming Parks Commission meetings.

CONSENT AGENDA

- Minutes - November 24, 2020 Special Meeting
November 24, 2020 Work Session
December 1, 2020 Regular Meeting
December 8, 2020 Work Session
- Financial Reports Payroll November 2020
Invoices November 2020
- Consideration of Ordinance 20-10 Amending Chapter 1060 – Garbage and Rubbish Collection and Disposal
Recommendations from the Ad-Hoc Refuse Committee have been approved by City Council and are currently being implemented. The City Attorney has proposed updated language in Chapter 1060 to reflect needed changes.

As an ordinance two separate readings are required. This ordinance was introduced at the December 1, 2020 meeting and could be adopted at this time.
- Consideration of Adopting MERS Defined Benefit Plan Adoption Agreement Addendums for each City MERS division
MERS is updating their records for all their defined benefit communities and has requested that the City readopt our plan provisions on new forms that will provide MERS with uniformity and consistency. None of the existing City plan provisions are being impacted as no changes are being made to the benefit.
- Notification Regarding Next Work Session – January 12, 2021, 7:00 pm
A discussion will be conducted on the Annual RRC Board & Commission Discussion to Identify & Prioritize Redevelopment Sites, SAFEbuilt rental program, tree removal due to sewer issues, disc golf, food trucks, sidewalk improvement program; and such business as may come before Council.

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

With a roll call vote this motion passed unanimously.

AYES: Bachman, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin Pontiac

NAYS: None

CONSIDERATION OF THE ANNUAL AUDIT COMMITTEE REPORT

The Council Audit Committee is established by Section 23 of the City Council Guidelines. This section spells out the duties and responsibilities of the committee. As part of its responsibilities the Audit Committee prepares a written report on how the committee discharged its duties and responsibilities.

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MOTION by Grabowski, second by Beaton to accept the annual report of the Council Audit Committee.

Ken Talsma of Anderson Tackman presented the June 30, 2020 audit. Mr. Talsma stated the annual audit resulted in an unmodified opinion audit report indicating a clean audit with well-run systems and controls in place.

With a roll call vote this motion passed unanimously.

AYES: Bachman, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin Pontiac

NAYS: None

PRESENTATION BY KEN TALSMA OF ANDERSON TACKMAN ON THE JUNE 30, 2020 AUDIT

Mr. Talsma's presentation took place during the Consideration of the Annual Audit Committee Report.

CONSIDERATION OF ESTABLISHING 2021 POVERTY EXEMPTION GUIDELINES AND NEW FEDERAL INCOME GUIDELINES AS APPROVED BY THE STATE TAX COMMISSION

The adoption of a resolution establishing poverty exemption guidelines for exemption from property tax contributions is required in order for the Board of Review to grant poverty exemptions. The homestead of persons who the Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible exemption in whole or in part from taxation under Public Act 390, 1994 (MCL 211.7u). The State Tax Commission requires that the City of Manistee adopt this resolution every year and approve the income guidelines adopted by the State Tax Commission. The resolution states we used the Federal Income guidelines and is substantially the same as last year's resolution.

MOTION by Bachman, second by Grabowski to approve a resolution establishing 2021 Poverty Exemption Guidelines.

With a roll call vote this motion passed unanimously.

AYES: Bachman, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin Pontiac

NAYS: None

CONSIDERATION OF A PICKUP TRUCK PURCHASE

City Council approved the purchase of two 2020 three-quarter-ton stock pickup trucks at the November 17, 2020 Council Meeting. The following morning the dealership informed us that one of the trucks had been sold. The DPW is now requesting approval to order a 2021 three-quarter-ton truck from Gorno Ford at the MiDEAL contract price of \$34,505.

MOTION by Grabowski, second by Martin Pontiac to approve the purchase of one three-quarter-ton pickup truck from Gorno Ford for \$34,505.

With a roll call vote this motion passed unanimously.

AYES: Bachman, Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Martin Pontiac

NAYS: None

CONSIDERATION OF ENTERING INTO CONTRACTS WITH OSTRANDER WINDOWS, SIDING & ROOFING AND THE GARLAND COMPANY, INC. FOR ROOFING REPAIRS ON SEVERAL CITY BUILDINGS

The City recently issued capital improvement bonds to fund several capital projects. Among the projects was the re-roofing of well houses, the wastewater treatment plant, the downtown DDA district restroom, the Maple Street bridge house, the Waterworks building, the fire station, and repairs to City Hall roof.

The contractor component of the project was competitively bid with three bids received:

Hoekstra Roofing Company	\$598,200
Van Doorn Roofing	\$494,118
Ostrander Roofing	\$336,505

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The materials component of the project will be procured through a cooperative purchasing consortium, OMNIA Partners, contract with the Garland Company, Inc. in conformity with Council purchasing policy. This contract amount is \$117,955.

MOTION by Szymanski, second by Grabowski to enter into contracts with Ostrander Windows, Siding & Roofing and The Garland Company, Inc. for roofing repairs on several City buildings; and authorize the Mayor and City Clerk to execute the agreements.

With a roll call vote this motion passed unanimously.

AYES: Bachman, Beaton, Zielinski, Cipcic, Szymanski, Grabowski, and Martin Pontiac

NAYS: None

CONSIDERATION OF ENTERING INTO AN INTERLOCAL AGREEMENT WITH MANISTEE COUNTY TO DESIGNATE THE MANISTEE COUNTY EQUALIZATION DIRECTOR AS THE COUNTY'S DESIGNATED ASSESSOR

Manistee County is requesting that the city of Manistee, along with the other assessing districts in the County, sign an interlocal agreement that designates Heather Vasquez, Manistee County Equalization Director, to serve as Manistee County's Designated Assessor. This action is required to comply with P.A. 660 of 2018.

MOTION by Bachman, second by Martin Pontiac to approve the interlocal agreement and authorize Mayor Zielinski to sign the document on behalf of the City.

With a roll call vote this motion passed unanimously.

AYES: Bachman, Beaton, Zielinski, Cipcic, Szymanski, Grabowski, and Martin Pontiac

NAYS: None

A REPORT FROM THE CITY MANAGER

City Manager Thad Taylor presented a comprehensive review of calendar year 2020 activities. This review provided City Council and the Community an opportunity to take a longer look at what has been accomplished during the year. Highlighted items included:

- 2020/2021 Fiscal Year Budget
- Construction Projects
- Governance and Operations Accomplishments
- Community Development

CONSIDERATION OF TIGHT LINES FOR TROOPS TO HOLD THE CHARITY VETERANS' EVENT, SCHEDULED FOR FRIDAY, MAY 14, 2021 AND SATURDAY, MAY 15, 2021

Tight Lines for Troops event has been cancelled for 2021.

CITIZEN COMMENT

None

OFFICIALS AND STAFF

DPW Director Jeff Mikula reported the work on US 31 will be completed this week.

COUNCILMEMBERS

Bachman thanked City Manager Taylor for his presentation, commended all City employees for their work during the pandemic in 2020 and wished everyone a Merry Christmas.

Beaton asked about the cost of relocating the City's cold storage, deer cull issues, driveway marker placement; and wished everyone a Merry Christmas and a Happy New Year.

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Cipic would like Council to address both the sign ordinance issue and the Police Chief/Fire Chief emergency vehicles issue sooner rather than later.

Grabowski inquired about recent dumping of materials on Ninth Street and whether tickets have been issued for feeding deer in the City.

Martin Pontiac thanked Mikula for the DPW update.

Szymanski asked about assigning parking spaces on River Street for pick-up of restaurant take-out orders; expressed pride in City of Manistee residents and staff during the pandemic; and wished everyone a Merry Christmas and Happy New Year.

Zielinski provided an update on approval of Revenue Sharing Grant requests made by the City, thanked everyone for their cooperation during the 2020 pandemic and wished residents and staff a Merry Christmas and Happy New Year.

ADJOURN

MOTION to adjourn was made by Szymanski. Meeting adjourned at 8:16 pm.

Lora Y Laurain
Deputy Clerk

Heather Pefley MiPMC/CMC
City Clerk