

**PROCEEDINGS OF THE MANISTEE CITY COUNCIL – November 20, 2012
ORGANIZATIONAL MEETING**

The Organizational Meeting of the Manistee City Council was called to order by City Clerk Michelle Wright on Tuesday, November 20, 2012 at 7:30 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

ORGANIZATIONAL MEETING OF THE CITY COUNCIL.

In accordance with Section 2-13 of the Charter of the City of Manistee, "the City Council shall meet at 7:30 p.m. on the Tuesday night following the completion of the official canvas at which time the members shall be sworn in and assume the duties of their office...."

At the regular election of Tuesday, November 6, 2012 four Councilmembers were elected to seats on the Manistee City Council. Members include:

<u>DISTRICT</u>	<u>COUNCILMEMBER</u>	<u>TERM</u>
First District	Colleen Kenny	Two Years
Third District	Robert Hornkohl	Two Years
Fifth District	Catherine Zaring	Two Years
Seventh District	Eric Gustad	Two Years

Wright then administered the oath of office to Colleen Kenny, Robert Hornkohl, Catherine Zaring, and Eric Gustad as members of the Manistee City Council.

PRESENT: Colleen Kenny, Sid Scrimger, Robert Hornkohl, Ilona Haydon, Catherine Zaring, Beth Adams, and Eric Gustad.

ALSO PRESENT: City Manager – Mitch Deisch, City Attorney – George Saylor, City Clerk – Michelle Wright, and Community Development Director – Jon Rose.

ELECTION OF THE MAYOR FOR THE CITY OF MANISTEE.

At the Organizational Meeting of the City Council held on this date the Council elects from its membership a Mayor and a Mayor Pro-Tem. The Mayor and Mayor Pro-Tem are elected for a one year term. Under Section 2-4 of the Charter "the Council shall elect a Mayor by a majority vote of its members." This provision of the Charter requires four affirmative votes to elect the Mayor, a majority of the Council, regardless attendance at the Organizational Meeting.

Sections 2-4 and 2-13 of the Charter require that the Mayor be elected at the Organizational Meeting. The voting procedures should continue until a candidate receives four affirmative votes.

Wright asked for nominations to elect a Mayor for the City of Manistee.

Haydon nominated Adams. Hornkohl nominated Kenny. No other nominations were received.

Roll call was taken as follows:

Adams: Haydon and Adams (2)

Kenny: Kenny, Scrimger, Hornkohl, Zaring, and Gustad (5)

Councilmember Kenny was elected Mayor. Mayor Kenny assumed the Chair at this time.

ELECTION OF A MAYOR PRO-TEM FOR THE CITY OF MANISTEE.

The same provisions identified in the Charter for the Mayor apply for the Mayor Pro-Tem. The Mayor Pro-Tem serves as the Mayor in the Mayor's absence.

Mayor Kenny opened the floor for nominations to elect a Mayor Pro-Tem for the City of Manistee.

Haydon nominated Scrimger. Hornkohl nominated Zaring. No other nominations were received.

Roll was taken as follows:

Scrimger: Haydon (1)

Zaring: Kenny, Scrimger, Hornkohl, Zaring, Adams, and Gustad (6)

Councilmember Zaring was elected Mayor Pro-Tem.

REVIEW OF CITY COUNCIL GUIDELINES.

Under the adopted City Council Guidelines, the Guidelines are reviewed at the Organizational Meeting of the City Council. While the Guidelines may be amended at any time during the year, the Organizational Meeting is the traditional opportunity to review the operating procedures of the Council. City Attorney George Saylor has prepared proposed amendments to the Guidelines for Council's review.

Wright and Saylor informed Council of changes to the Guidelines. MOTION by Zaring, second by Scrimger to modify the City Council Guidelines as presented.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Scrimger, Hornkohl, Haydon, Zaring, Adams, and Gustad

NAYS: None

CONSIDERATION OF ESTABLISHING REGULAR MEETINGS FOR 2013.

In accordance with Section 2-13 of the Charter, the City Council "shall meet in public session at least twice each month at such times as may be prescribed by the rules...." The City Council Guidelines reviewed during the previous agenda item indicate that regular meetings shall be held on the first and third Tuesdays of each month beginning at 7 p.m. with work sessions conducted on the second Tuesday of each month beginning at 7 p.m. This results in the attached schedule for regular meetings

and work sessions throughout the year 2013, with exceptions made for election dates and Michigan Municipal League conferences.

MOTION by Hornkohl, second by Haydon to adopt the schedule for regular meetings and work sessions for the year 2013.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Scrimger, Hornkohl, Haydon, Zaring, Adams, and Gustad

NAYS: None

CONSIDERATION OF ANNUAL REPORTS TO CITY COUNCIL.

Cooperating Organizations, City Departments, Advisory Boards & Commissions annually come before Council to provide an update on their activities. One to two reports are scheduled for each regular Council meeting. Several of the reports have become rather lengthy and some Councilmembers requested a discussion on this process. Annual reports to Council have been given for many years following a similar schedule. Direction for future reports is requested of City Council.

After discussion, consensus of the Council was to set a guideline of 15 minutes or less for the presentations.

CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

None received.

CONSENT AGENDA.

- Minutes - November 7, 2012 - Regular Meeting
- Payroll - October 29-November 11, 2012 - \$ 112,228.34
- Monthly Bills - October 16, 2012 - \$ 455,191.63
- October 25, 2012 - \$ 165,241.38
- Notification Regarding Next Work Session – December 11, 2012
A discussion will be conducted on water policies/road breakage; and such business as may come before the Council.

MOTION by Haydon, second by Hornkohl to approve the Consent Agenda as presented.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Scrimger, Hornkohl, Haydon, Zaring, Adams, and Gustad

NAYS: None

CONSIDERATION OF A RESOLUTION OF SUPPORT, MICHIGAN LIGHTHOUSE ASSISTANCE PROGRAM GRANT.

The Manistee County Historical Museum has been raising money to restore the Manistee North Pierhead Light. They have an opportunity to apply for a grant from the Michigan Lighthouse Assistance Program. The grant request is for \$20,000 for a Historical Structure Report. The Museum Board will provide the \$10,000 match that has been raised through donations.

MOTION by Haydon, second by Hornkohl to authorize the Mayor and City Clerk to sign a resolution supporting a grant application from the Manistee County Historical Museum to the Michigan Lighthouse Assistance Program.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Scrimger, Hornkohl, Haydon, Zaring, Adams, and Gustad

NAYS: None

A REPORT FROM THE CITY CLERK.

Ms. Michelle Wright reported on the activities of the City Clerk’s Office and responded to questions the Council had regarding their activities.

CITIZEN COMMENT.

Suzanne O’Hagan – 1010 High Street voiced her concerns about feral cats in the city.

OFFICIALS AND STAFF.

Deisch congratulated the newly elected Councilmembers and said he looks forward to working with them in the next year.

COUNCILMEMBERS.

Haydon thanked all the people that went out to vote and wished everyone a Happy Thanksgiving.

ADJOURN.

MOTION to adjourn was made by Zaring, second by Hornkohl. Meeting adjourned at 8:32 p.m.

Michelle Wright MMC / CPFA, MiCPT
City Clerk/Deputy Treasurer