

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – MARCH 4, 2014

A regular meeting of the Manistee City Council was called to order by her Honor, Mayor Colleen Kenny on Tuesday, March 4, 2014 at 7:00 p.m. in the City of Manistee Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Colleen Kenny, Edward Cote, Robert Hornkohl, Chip Goodspeed, Catherine Zaring, Mark Wittlieff, and Eric Gustad.

ABSENT: None

ALSO PRESENT: City Manager – Mitch Deisch, City Attorney – George Saylor, City Deputy Clerk – Mary Bachman, Director of Public Safety – Dave Bachman, City Assessor – Julie Beardslee, DPW Director – Jeff Mikula, and Finance Director – Ed Bradford.

Citizen Comments on Agenda Related Items.

Ed Tegler, 522 5th Avenue commented on Agenda item VIII. New Business, Section b.; he requested that the Council please take into consideration all projects that have been waiting for funding, specifically the 5th Avenue picnic area.

Consent Agenda.

Minutes - February 18, 2014 - Regular Meeting

Payroll - February 17- March 2, 2014 - \$110,616.30

Cash Balance Report

Notification Regarding Next Work Session.

A Council work session has been scheduled for Tuesday, March 11, 2014 at 7 p.m. A discussion will be conducted on Fireworks Ordinance, Street Funding and Twelfth and Oak Street; and such business as may come before the Council.

MOTION by Hornkohl, second by Cote to take action to approve the Consent Agenda as presented.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Goodspeed, Zaring, Wittlieff, and Gustad

NAYS: None

CONSIDERATION OF CITY COUNCIL REVIEW AND APPROVAL OF 2014-2015 CITY OF MANISTEE STRATEGIC PLAN.

In January 2014 City Council, Staff and the Alliance for Economic Success began updating the City of Manistee Strategic Plan for Fiscal Year 2014-2015. Numerous items were removed from the 2013-2014 Strategic Plan that reflected accomplishments over the past year. In addition, several new goals were added to the 2014-2015 Strategic Plan; along with staff identified strategies to address these new goals.

Council is being requested to review and approve the 2014-2015 Strategic Plan for the City of Manistee.

MOTION by Cote, second by Goodspeed to take action to approve the 2014-2015 City of Manistee Strategic Plan. Discussion followed.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Goodspeed, Zaring, Wittlieff, and Gustad

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 2014 Cycle I applications is Friday, March 7, 2014. City Staff has prepared grant applications for submission to the LRSB.

MOTION by Hornkohl, second by Goodspeed to take action to authorize the submission of grant applications to the Local Revenue Sharing Board for the first cycle in 2014. Discussion followed.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Goodspeed, Zaring, Wittlieff, and Gustad

NAYS: None

CONSIDERATION OF A RESOLUTION DECLARING CITY INTENTIONS REGARDING CHARGES FOR CITY WATER SERVICES IN MANISTEE TOWNSHIP.

The City has been jointly working with the Little River Band of Ottawa Indians (LRBOI)

and Manistee Township to upgrade sewer utilities north of M-55 on US-31 and at the request of Manistee Township, renegotiate the current agreement allowing the City of Manistee to provide water to Manistee Township customers.

MOTION by Hornkohl, second by Wittlieff to take action to approve a Resolution Declaring City Intentions Regarding Charges for City Water Services to be Provided to Users in a Proposed Service Area in Manistee Township. Discussion followed.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Goodspeed, Zaring, Wittlieff, and Gustad
NAYS: None

CONSIDERATION OF ESTABLISHING COMPENSATION FOR THE BOARD OF REVIEW.

The Board of Review is unique among the various City boards and commissions. The Board of Review is established by Charter Section 8-3. That provision of the Charter includes language noting “Their compensation shall be fixed by Council.” The Board of Review regularly meets in full day increments rather than evening meetings. Boards of Review are traditionally compensated while other boards and commissions are not.

The City Board of Review currently receives compensation at the rate of \$80 per day for members, \$90 per day for the Chairperson. This rate has not changed for fifteen years. It has become increasingly more difficult to fill Board of Review vacancies and retain Board of Review members. The responsibilities of the Board of Review have increased, as the legislature continues with various types of exemptions, many of which are finally decided by the Board of Review.

The recommended compensation is in the amount of \$100 per day for members and \$120 per day for the Chairperson. If the Board were to meet for less than three hours, the rate would be for one-half of that amount; \$50 and \$60 respectively. The Board of Review consists of three members who are taxpaying electors of the City and neither elected nor appointed officials.

MOTION by Hornkohl, second by Cote to take action to adjust the compensation rate for Board of Review members to \$100 per day for members, \$120 per day for the Chairperson; with one-half of that amount paid for meetings of less than three hours. Discussion followed.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Goodspeed, Zaring, Wittlieff, and Gustad
NAYS: None

CONSIDERATION OF REVISING COUNCIL POLICY CP-24, RULES OF PROCEDURE FOR BOARD OF REVIEW.

The Board of Review Rules of Procedure have not been revised since November of 2007. The areas of revision generally pertain to the following: 1. Since signed original letters or petitions are required, emailed or faxed appeals are not accepted. 2.) One parcel number per petition, if petitions are submitted. 3.) Appellants must supply one copy of written evidence to the Board of Review, City Staff cannot make multiple copies for appeals, during the Board sessions. 4.) Update of contact information.

MOTION by Hornkohl, second by Zaring to approve the revised Council Policy CP-24, Rules of Procedure for the Board of Review; effective March 5, 2014. Discussion followed.

With a roll call vote this motion passed.

AYES: Kenny, Cote, Hornkohl, Zaring, Wittlieff, and Gustad
NAYS: Goodspeed

A REPORT FROM THE MANISTEE RECREATION ASSOCIATION.

Ms. Vicki Sheffield reported on the activities of the Manistee Recreation Association and responded to questions the Council had regarding their activities.

CITIZEN COMMENT.

Ed Seng, 448 E. Kott Road., Owner and Operator of Seng Trucking requested that City Council reconsider negotiating terms of the January 25, 2008 Development Agreement regarding his property at 200 River Street. He asked to be placed on the next Work Session Agenda.

Robert Johnson, 241 5th Avenue, introduced four Scouts from Troop 101 that were attending the Council Meeting.

Roger Zielinski, 529 1st Street; recently attended a CPR Class instructed by James Henderson and was very impressed; encouraged everyone to take the class.

OFFICIALS AND STAFF.

Director of Public Safety, Dave Bachman thanked residents on behalf of the Fire

Department for assistance in shoveling out fire hydrants.

DPW Director, Jeff Mikula; 16 days until first day of Spring!

City Assessor, Julie Beardslee reminded residents that the Board of Review will meet March 10, 2014 from 9 a.m. to noon and 1 p.m. to 4 p.m. and again on March 11, 2014 from 2 p.m. to 5 p.m. and 6 p.m. to 9 p.m.

COUNCILMEMBERS.

Cote encouraged residents to help clear snow away from fire hydrants.

Goodspeed thanked the Boy Scouts for attending the Council Meeting.

Zaring also thanked the Boy Scouts for their attendance.

Gustad – Go Lady Chips!

Mayor Kenny reminded residents to continue to run their water until the City directs them to stop.

ADJOURN.

MOTION to adjourn was made by Goodspeed, second by Cote. Meeting adjourned at 8:26 p.m.

Mary Bachman CMC/MMC, LIA
Deputy City Clerk/Payroll & Benefits