

**PROCEEDINGS OF THE MANISTEE CITY COUNCIL – JULY 19, 2011**

A regular meeting of the Manistee City Council was called to order by his honor, Mayor Richard Mack on Tuesday, July 19, 2011 at 7:00 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Colleen Kenny, Ed Cote, Robert Hornkohl, Ilona Haydon, Catherine Zaring, Richard Mack, and Alan Marshall.

ALSO PRESENT: City Manager – Mitch Deisch, City Attorney – George Saylor, City Clerk – Michelle Wright, Community Development Director – Jon Rose, DPW Director – Jack Garber, and Finance Director – Ed Bradford.

**PUBLIC HEARING ON RAMSDELL THEATRE HVAC SYSTEM IMPROVEMENTS.**

The City of Manistee owns and operates the Ramsdell Theatre. The City is proposing making renovations to the building’s HVAC system. Since the City also leases portions of the building to non-profit organizations, the Federal Tax Equity and Fiscal Responsibility Act requires that the City hold a public hearing prior to entering into tax-exempt financing for the project. The hearing tonight is to receive input on the proposed project and financing.

No action is required at this time. Council will be considering this project later tonight during the regular meeting. Bradford gave an explanation of the different process necessary because of a non-profit organization renting space. Pat McGow, our bond counsel, drafted the language for the installment purchase agreement.

There being no public comment, the public hearing closed at 7:02 p.m.

**CITIZEN COMMENTS ON AGENDA RELATED ITEMS.**

*None received.*

**CONSENT AGENDA.**

- Minutes - July 5, 2011 - Regular Meeting  
- July 12, 2011 - Work Session
- Payroll - July 4 - 10, 2011 - \$ 59,179.34  
- July 11-17, 2011 - \$ 57,816.90
- Cash Balances Report - June 2011
- Notification Regarding Next Work Session – August 9, 2011

A discussion will be conducted on MCC Safe Routes to School, Blight and such business as may come before the Council.

- Consideration of WSMC Auxiliary Tag Day Request  
The West Shore Medical Center Auxiliary would like to conduct a tag day on Friday, August 12, 2011. All proceeds will go toward the ambulance purchased a couple of years ago.
- Consideration of Lions Club White Cane Sale.  
The Manistee Lions Club is planning on holding their annual White Cane Sale on Friday, September 2, 2011 with Council's approval.

Haydon requested a correction in the July 5, 2011 Council minutes: the Consent Agenda roll call did not include her voting Aye.

MOTION by Hornkohl, second by Cote to approve the Consent Agenda as presented, with the correction of the minutes.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Haydon, Zaring, Mack, and Marshall

NAYS: None

**CONSIDERATION OF A RESOLUTION AUTHORIZING INSTALLMENT PURCHASE AGREEMENT FOR RAMSDELL THEATRE HVAC PROJECT.**

The City of Manistee owns and operates the Ramsdell Theatre. The City is making renovations to the building's HVAC system. In order to finance this project, the City must enter into an installment purchase contract through Huntington Bank. Bond Counsel has reviewed and approved the agreement.

MOTION by Haydon, second by Hornkohl to approve a Resolution Authorizing an Installment Purchase Agreement for the Ramsdell Theatre HVAC project; and further authorize the Mayor and City Clerk to execute appropriate documents. Discussion followed.

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

AYES: Kenny, Cote, Hornkohl, Haydon, Zaring, and Mack

NAYS: Marshall

**CONSIDERATION OF RAMSDELL THEATRE HVAC CONTRACT.**

Earlier this evening Council discussed financing for the Heating and Ventilation and Air Conditioning (HVAC) project at the Ramsdell Theatre. Fishbeck Thompson Carr & Huber (FTCH) in their role as construction manager has advertised and received bids for the project. Low bids received from subcontractors totaled \$953,182. Additional construction costs, allowances, construction management, commissioning and contingencies bring the total estimated cost to \$1,325,057. The City

Attorney has reviewed and approved the contract.

MOTION by Haydon, second by Zaring to authorize the Mayor to execute the necessary documents to enter into a Construction Management contract with Fishbeck Thompson Carr & Huber in the amount of \$1,325,057 for the Ramsdell Theatre HVAC Project. Lengthy discussion followed.

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

AYES: Kenny, Cote, Hornkohl, Haydon, Zaring, and Mack  
NAYS: Marshall

**A REPORT FROM THE WWTP AND THE MSDDA.**

Ms. Jody Banks reported on the activities of the Wastewater Treatment Plant and responded to questions the Council had regarding their activities.

Mr. Travis Alden reported on the activities of the Main Street Downtown Development Authority and responded to questions the Council had regarding their activities.

**INTRODUCTION OF NEW CITY WEBSITE: [www.manisteemi.gov](http://www.manisteemi.gov).**

Ed Bradford and Jon Rose gave a quick overview of the new City website, noting there is still more content to be added.

**CITIZEN COMMENT.**

*None received.*

**OFFICIALS AND STAFF.**

Wright reminded Council that the next regular meeting will be held on Wednesday, August 3, 2011 instead of Tuesday due to the School Election being held on August 2<sup>nd</sup>. She encouraged all to go out and vote.

Deisch commented on the WWTP report given, adding that they are trying to limit the I & I (inflow and infiltration); have sent 120 violation letters out regarding a 9/2/11 deadline to remove/disconnect inflows into the system; and 70 catch basins have been identified that have cross connections.

Deisch also commented on the Local Revenue Sharing Board grants that the City has received in the past twelve years since inception; \$891,141 received = \$475,000 (53%) public safety grants + \$416,000 (47%) other grants.

Rose commented on the newly painted light poles in the downtown district, stating a vendor offered and installed LED lighting in front of the Glik's store to show the difference in the light - much whiter and brighter light. Encouraged Council to take a look at the difference. LED lighting is also installed on River Street, east of US-31.

**COUNCILMEMBERS.**

Cote has received several complaints of outside burning, asked people to be considerate of the neighbors, and no burning of rubbish.

Haydon stated it was nice to have City Clerk Michelle Wright back.

**CONSIDERATION OF ADJOURNING INTO AN EXECUTIVE SESSION.**

City Manager Mitch Deisch has requested an Executive Session this evening as permitted by the Open Meetings Act, Section 8 (a) for the City Manager’s annual evaluation.

MOTION by Hornkohl, second by Marshall to adjourn to Executive Session. Time: 8:38 p.m.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Haydon, Zaring, Mack, and Marshall

NAYS: None

MOTION by Hornkohl, second by Cote to return to Regular Session. Time: 9:56 p.m.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Haydon, Zaring, Mack, and Marshall

NAYS: None

**ADJOURN.**

MOTION to adjourn was made by Kenny, second by Cote. Meeting adjourned at 9:58 p.m.

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