

MANISTEE CITY COUNCIL

WORK SESSION AGENDA

Tuesday, June 9, 2015 - 7:00 p.m. - Council Chambers, City Hall

I. Call to Order.

II. Work Session Items.

a.) PUBLIC COMMENTS ON WORK SESSION RELATED ITEMS.

b.) DISCUSSION ON RECYCLING OPTIONS. – Interim City Manager R. Ben Bifoss and DPW Director Jeff Mikula.

c.) DISCUSSION ON CITY ASSESSOR POSITION – Interim City Manager R. Ben Bifoss and Finance Director Ed Bradford.

III. Adjourn.

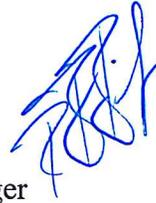
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MEMO TO: Mayor Colleen Kenny
Members of City Council

FROM: R. Ben Bifoss, Interim City Manager

DATE: June 3, 2015

SUBJECT: June 9, 2015 Work Session Items



City Manager's Office
231-398-2801

There are two topics on the agenda for the Work Session next Tuesday evening including:

RECYCLING

DPW staff has prepared a presentation on the options regarding recycling. That will include updated information on working with the County under the PA 69 program as well as the other options available. After the presentation and City Council discussion, the Council may wish to provide direction on how the City should proceed.

ASSESSOR

Following at least two work sessions on this subject, the City advertised for a Level II City Assessor with a wage scale of \$38,000 to \$40,000. Two applications were received, one withdrew and one was interviewed by phone by Ed Bradford and me. Ed and I do not recommend hiring that applicant.

The same basic options remain for Council consideration: 1) re-advertising for an "in house" position, 2) contracting with the County or 3) retaining a private firm for assessing. While there have been several changes in these options, the primary change is the passage of time. We are rapidly approaching the point where we must move forward or risk being unable to complete an assessment role for next year.

- 1.) Under this option, I believe the lack of qualified applicants from the first advertising is in majority due to the Level II and associated wage. If the Council decides to re-advertise, I suggest a Level III and wage scale in the low to mid \$50,000 range. This option would require the most time, estimated at two months. The total cost is estimated in the \$100,000 range.
- 2.) The County would consider a three year contract rather than the previously discussed five year contract. However, the Equalization Director has expressed reluctance to contract for the City due to his possible retirement and the resultant office disruption. The estimated time for this option is one month. The total cost is estimated in the \$90,000 range.

- 3.) A private firm could be retained. The estimated time for this option is one month. The total cost is estimated in the \$60,000 range.
- 4.) A final option may be to pursue some combination of the above simultaneously, for example the City could advertise for both an in house position and a private contractor or advertise for a private contractor while continuing discussion with the County.

Additional information may be available Tuesday evening.

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