

# MANISTEE CITY COUNCIL

## MEETING AGENDA

Tuesday, August 16, 2011 - 7:00 p.m. - Council Chambers

**I. Call to Order.**

- a.) PLEDGE OF ALLEGIANCE.
- b.) ROLL CALL.

**II. Public Hearings.**

**III. Citizen Comments on Agenda Related Items.**

**IV. Consent Agenda.** All agenda items marked with an asterisk (\*) are on the consent agenda and considered by the City Manager to be routine matters. If the Mayor or any member of the Council wishes to discuss an item on the consent agenda, it will be deleted from the consent agenda and considered in its regular order on the agenda. Consent agenda items include:

- V. Approval of Minutes.
- VI. a.) Approval of Payroll.  
b.) Cash Balances Report.
- XI. b.) Notification Regarding Next Work Session.  
c.) Consideration of DAV Forget-Me-Not Sale.  
d.) Consideration of Humane Society Tag Day.  
e.) Consideration of Community Labor Day Bridge Walk.

At this time Council could take action to approve the Consent Agenda as presented.

**\*V. Approval of Minutes.** Approval of the minutes of the August 3, 2011 regular meeting and the August 9, 2011 work session as attached.

**VI. Financial Report.**

- \*a.) APPROVAL OF PAYROLL.
- \*b.) CASH BALANCES REPORT.

**VII. Unfinished Business.**

**VIII. New Business.**

a.) CONSIDERATION OF Z11-06 TO THE ZONING ORDINANCE.

The Planning Commission developed an ordinance to allow Community Gardens as a permitted use in all districts in the City. The Planning Commission wanted the ordinance to be friendly and not over-regulate. Any nuisance issues will be addressed under the existing Code of Ordinances. The ordinance permits the following structures: one (1) storage building not larger than 100 square feet (permit required); one (1) greenhouse not larger than 100 square feet and covered with glass, plastic or fiberglass in which plants are cultivated (permit required); raised/accessible planting beds, compost or waste bins; fences that comply with Section 508; and one ground mount sign not to exceed four (4) square feet.

The ordinance also provides for Reclamation Standards in the event the community garden is discontinued for a period of more than one year. All buildings and structures shall be removed and the site shall be restored with grass or other acceptable methods of landscaping.

This will be the first reading of the proposed Ordinance Z11-06. A second reading and possible adoption could take place at the September 6, 2011 Council meeting.

At this time Council could take action to introduce Ordinance Z11-06 to the Zoning Ordinance.

b.) CONSIDERATION OF FILER CHARTER TOWNSHIP SEWER AND WASTEWATER AGREEMENTS.

Three agreements have been attached between Filer Charter Township and the City of Manistee relating to sewer and wastewater treatment for Filer Charter Township. These three agreements will supersede the March 2, 2010 agreement between these two parties. The Council Utilities Committee has reviewed them and recommended these agreements be forwarded to full City Council. City Attorney Bruce Gockerman has reviewed and approved the three agreements.

At this time Council could take action to approve three separate agreements with Filer Charter Township consisting of the Operating Agreement, the Wastewater Treatment Agreement, and the Master Agreement; which in whole replaces the March 2, 2010 agreement that was previously approved by Filer Charter Township and the City of Manistee; and authorize the Mayor and City Clerk to execute the documents.

c.) CONSIDERATION OF A RESOLUTION OF SUPPORT, FISH CLEANING STATION GRANT APPLICATION.

In partnership with the Alliance for Economic Success, a resolution has been prepared for Council consideration for a Great Lakes Fishery Trust Fund grant application in the amount of \$75,000 to replace the First Street Beach Fish Cleaning Station. Matching local funds have been included in the Capital Improvement Fund budget.

At this time Council could take action to approve a resolution of support for a Great Lakes Trust Fund grant application in the amount of \$75,000 for the replacement of the First Street Beach Fish Cleaning Station; and authorize the Mayor and Clerk to sign the resolution.

d.) CONSIDERATION OF A RESOLUTION OF SUPPORT, SAFE ROUTES TO SCHOOL.

For the past few months the City of Manistee has been working with Manistee Catholic Central Schools to establish a Safe Routes to School Program to construct new sidewalks adjacent to MCC to allow for students to safely walk to school. The City of Manistee as the local agency must be the Safe Routes to School applicant. As the local match the City is committing to cover engineering and design costs associated with the Safe Routes to School Program.

At this time Council could take action to approve a resolution of support to work cooperatively with the Manistee Catholic Central Schools toward a Safe Routes to School Program, committing to all necessary engineering and design costs to complete the project; and further authorize the Mayor and Clerk to sign the resolution.

e.) CONSIDERATION OF LRSB GRANT APPLICATIONS.

The Local Revenue Sharing Board (LRSB) distributes 2% money from the Little River Casino. The deadline for 2011 Cycle II applications is Friday, September 2, 2011. City Staff has prepared grant applications for submission to the LRSB.

At this time Council could take action to authorize the submission of grant applications to the Local Revenue Sharing Board for the second cycle in 2011.

**IX. Notices, Communications, Announcements.**

- a.) A REPORT FROM PARKS DEPARTMENT AND THE PARKS AND BEAUTIFICATION COMMISSION.

A regular part of each Council meeting is a report from a cooperating agency, organization or department.

At this time Mr. Gary Niesen will report on the activities of the Parks Department and respond to any questions the Council may have regarding their activities.

At this time Mr. Ed Tegler will report on the activities of the Parks and Beautification Commission and respond to any questions the Council may have regarding their activities.

No action is required on this item.

- \*b.) NOTIFICATION REGARDING NEXT WORK SESSION.

A Council work session has been scheduled for Tuesday, September 13, 2011 at 7:00 p.m. An update will be presented on GIS; and such business as may come before the Council. No action is required on this item.

- \*c.) CONSIDERATION OF DAV FORGET-ME-NOT SALE.

The Manistee Salt City Chapter 43 of the Disabled American Veterans have requested authorization to sell Forget-Me-Nots to raise money for their local DAV projects. They are requesting August 18, 19 and 20, 2011 for this sale.

At this time Council could take action to authorize the DAV Forget-Me-Not sale on August 18, 19 and 20, 2011.

- \*d.) CONSIDERATION OF HUMANE SOCIETY TAG DAY.

The Manistee County Humane Society would like to hold their annual Tag Day fundraiser on August 26 and 27, 2011 in the City of Manistee.

At this time Council could take action to authorize the Humane Society Tag Day on August 26 and 27, 2011.

\*e.) **CONSIDERATION OF COMMUNITY LABOR DAY BRIDGE WALK.**

The City of Manistee Non-Motorized Transportation Committee is requesting authorization for the first Manistee Beach, Bridges & Riverwalk Community Labor Day Bridge Walk.

The Labor Day Community Walk (Monday, September 5, 2011) will start at 9:00 a.m. at Fifth Avenue Beach, crosses the Maple Street Bridge and the US-31 Bridge. Participants will get a sampling of our famous Riverwalk and historic downtown. This is another event that promotes healthy activities for people of all abilities. The Manistee Police Department has reviewed and approved this event.

At this time Council could take action to authorize the Manistee Beach, Bridges and Riverwalk Community Labor Day Bridge Walk.

**X. Concerns and Comments.**

a.) **CITIZEN COMMENT.** This is an opportunity for citizens to comment on municipal affairs. Citizens in attendance may be recognized by the Mayor for comments. Signed letters from citizens may be read if so requested. Citizen comments are not limited to agenda items but should be directed toward municipal services, activities or areas of involvement.

b.) **OFFICIALS AND STAFF.**

c.) **COUNCILMEMBERS.**

**XI. Adjourn.**

MDD:cl

**COUNCIL AGENDA ATTACHMENTS:**

Council Meeting Minutes – August 3, 2011  
Council Work Session Minutes – August 9, 2011  
Cash Balances Report  
Z11-06 Ordinance  
FCT Sewer & Wastewater Agreements  
Resolution of Support – Fish Cleaning Station Grant Application  
Resolution of Support – Safe Routes to School Program  
LRSB Grant Applications  
DAV Sale Request  
Humane Society Tag Day Request  
Labor Day Community Walk Request