PROCEEDINGS OF THE MANISTEE CITY COUNCIL – December 6, 2016

A regular meeting of the Manistee City Council was called to order by his honor, Mayor James Smith on Tuesday, December 6, 2016 at 7:00 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Dale Cooper, Lynda Beaton, Roger Zielinski, Robert Goodspeed, James Smith, Mark Wittlieff, and Erin Pontiac.

ALSO PRESENT: City Manager – Thad Taylor, City Attorney – George Saylor, City Deputy Clerk – Mary Bachman, Public Safety Director – Dave Bachman, Finance Director – Ed Bradford and City Engineer – Shawn Middleton / Spicer Group.

CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

None received.

CONSENT AGENDA.

- Minutes
  - November 1, 2016 - Regular Meeting
  - November 9, 2016 - Work Session
  - November 15, 2016 - Organizational
  - November 29, 2016 - Special Meeting
  - November 29, 2016 - Special Work Session
- Financial Reports
  - Payroll
    - October 10-23, 2016 - $117,009.33
    - Oct. 24-Nov. 6, 2016 - $117,229.30
    - November 7-20, 2016 - $113,985.22
  - Invoices
    - October 12, 2016 - $867,352.55
    - October 31, 2016 - $246,171.69
    - November 14, 2016 - $859,188.39
- Notification Regarding Next Work Session – Tuesday, December 13, 2016
  A discussion will be conducted on Payments in Lieu of Taxes (PILTs) and staff will conduct the annual RRC board and commission discussion to identify and prioritize redevelopment sites; and such business as may come before the Council.

MOTION by Zielinski, second by Wittlieff to approve the Consent Agenda as presented.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac
NAYS: None

CONSIDERATION OF FIRE DEPARTMENT PICKUP TRUCK PURCHASE.

Three quotes were solicited for a replacement pickup at the Fire Department. The low quote was from Gorno Ford at $43,400. This included the vehicle, graphics, lighting and radio installation; plus a slide out

rack for the bed and a topper on the back. This is budgeted as a cash purchase from the Motor Pool. The budgeted amount is $60,000.

MOTION by Goodspeed, second by Beaton to authorize the purchase of a 2017 Ford F-250 as quoted for $43,000 from Gorno Ford. Discussion followed.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac
NAYS: None

PRESENTATION BY ANDERSON TACKMAN ON THE JUNE 30, 2016 AUDIT.

Kenneth Talsma of Anderson, Tackman & Company PLC presented the June 30, 3016 audit. He stated that the City received an unmodified or unqualified audit which is the best you can get. The 2016 General Fund - fund balance is $927,540.

CONSIDERATION OF COMMITTEE APPOINTMENTS.

Mayor Smith made the following Council Committee appointments:

- ☐ Alternatives for Area Youth – Goodspeed
- ☐ Auditing Committee – Zielinski, Pontiac, Smith
- ☐ Local Revenue Sharing Board – Zielinski
- ☐ MRA Board – Goodspeed
- ☐ Oil & Gas Investment Board – Smith, Beaton, Bradford
- ☐ Ordinance Committee – Beaton, Wittlieff, Cooper
- ☐ Utilities Committee – Wittlieff, Cooper, Pontiac
- ☐ 911 Board Authority - Goodspeed

MOTION by, Zielinski, second by Cooper to support the Mayor's Appointments.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac
NAYS: None

CONSIDERATION OF COMMITTEE APPOINTMENTS.

City Manager Thad Taylor made the following Committee appointments:

- ☐ Personnel Committee – Zielinski, Goodspeed, Wittlieff

CONSIDERATION OF A PARCEL SPLIT AND COMBINATION FOR JOHN AND JEAN SOLTES.

A request has been received from John & Jean Soltes, 1054 Oak Street for a parcel split and combination.

Mr. & Mrs. Soltes owns parcel 51-355-708-25 (1054 Oak Street) and parcel 51-355-708-19 (1050 Oak Street). The requested split and combination will eliminate an encroachment by the home at 1054 Oak Street, retain access to Oak Street for the home at 1050 Oak Street, and create a new buildable lot. At their November 3, 2016 meeting the Planning Commission reviewed the request and recommends Council's endorsement.

Wittlieff informed Council that his wife is related to John & Jean Soltes. MOTION by, Goodspeed, second by Zielinski to approve the request for a parcel split and combination from John & Jean Soltes as submitted with application PC-2016-15.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac
NAYS: None

CONSIDERATION OF A RESOLUTION OF SUPPORT FOR THE MANISTEE COUNTY COUNCIL ON AGING.

The Manistee County Council on Aging has entered into a letter of intent with a developer to relocate their administration, programs and services to the property owned by the Oleson's Food Company in Manistee. The Council on Aging is eligible to apply for low-interest financing through the U.S. Department of Agriculture Rural Development (USDA-RD) that would enable them to purchase the building. A resolution of support has been drafted for Council consideration.

MOTION by, Zielinski second by, Goodspeed to adopt a resolution of support for the low-interest financing application from the Manistee County Council on Aging to the USDA-RD; and further, Council extends its appreciation and gratitude to the USDA-RD for their continued support for the City of Manistee and Manistee County. Discussion followed.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac
NAYS: None

CONSIDERATION OF APPLICATIONS TO BOARDS AND COMMISSIONS.

The City Clerk has taken action to advertise vacancies on the Board of Review, Brownfield Redevelopment Authority, Compensation Commission, Historic District Commission, PEG Commission, Planning Commission and the Tree Commission.

All appointments by the Mayor are subject to the Council's approval, unless otherwise specified by statute or ordinance. Nominations for Council appointments do not require a second. After a member of Council nominates an individual for appointment, Council shall vote on the nomination. A majority vote in favor of placement of the nominee is required for appointment.

The following applications have been received:

BOARD OF REVIEW – three vacancies, one regular member term ending 12/31/19; and two alternate members terms ending 12/31/17 and 12/31/19. Applicants must be a City taxpaying, registered voter. Council appointment.

T. Eftaxiadis, 817 Cherry Street*

Councilmember Goodspeed nominated T. Eftaxiadis, 817 Cherry Street, to the Board of Review, regular member term ending 12/31/19.

With a roll call vote this nomination passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac
NAYS: None

BROWNFIELD REDEVELOPMENT AUTHORITY – One vacancy, term ending 6/30/18. Applicants must be City resident or person with interest in property in the City. Mayoral appointment.

None Received

COMPENSATION COMMISSION – Two vacancies, terms ending 9/30/17 and 9/30/19. Applicants must be registered voters in the City. Mayoral appointment.

Oscar Carlson, 367 Ninth Street
Tom Swedenborg, 562 First Street

Mayor Smith appointed Oscar Carlson, 367 Ninth Street, to the Compensation Commission for a term ending 9/30/19 and Tom Swedenborg, 562 First Street, to the Compensation Commission for a term ending 9/30/17. MOTION by Goodspeed, second by Zielinski to support the Mayor's appointment.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac
NAYS: None

HISTORIC DISTRICT COMMISSION – One vacancy, term ending 2/28/19. Applicants must be City resident. Council appointment.

James Matthews, 336 River Street
Robert Cheppo, 521 First Street

Councilmember Wittlieff nominated James Matthews, 336 River Street, to the Historic District Commission for a term ending 2/28/19.

With a roll call vote this nomination passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac
NAYS: None

PEG COMMISSION – Two vacancies, terms ending 12/31/18 and 12/31/19. Applicants must be Manistee County residents. Council appointment.

None Received

PLANNING COMMISSION – One vacancy, term ending 10/31/19. Applicants must be City resident. Mayoral appointment.

Robert Slawinski, 256 Hughes Street
Randall Zakrajsek, 173 Quincy Street

Beaton informed Council that she is married to Robert Slawinski. Mayor Smith appointed Robert Slawinski, 256 Hughes Street, to the Planning Commission for a term ending 10/31/19. MOTION by Zielinski, second by Cooper to support the Mayor's appointment.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac
NAYS: None

TREE COMMISSION – Three vacancies, terms ending 12/31/19. Mayoral appointment.

Sue Verheek, 417 Second Street*
Bruce Schaub, 338 Fourth Street*
Pat Sagala, 811 Oak Street*
Rick Tetsworth, 1405 Cornell Street

*Incumbent

Mayor Smith appointed Sue Verheek, 417 Second Street, Bruce Schaub, 338 Fourth Street and Pat Sagala, 811 Oak Street to the Tree Commission for terms ending 12/31/19. MOTION by Zielinski, second by Pontiac to support the Mayor's appointment.

With a roll call vote this motion passed unanimously.

AYES: Cooper, Beaton, Zielinski, Goodspeed, Smith, Wittlieff, and Pontiac
NAYS: None

PRESENTATION ON CDBG BLOCK GRANT APPLICATION FOR NORTH CHANNEL OUTLET.

Finance Director Edward Bradford reported on the CDBG Block Grant Application for North Channel Outlet and responded to questions the Council had.

CITIZEN COMMENT.

Comments received by:

- Margaret Batzer – 352 First Street / introduced herself as the newly elected 7th District County Commissioner.
- Carol Pasco – 610 Spruce Street / thanked Mr. Bradford and staff for their hard work as evident by the Audit Report; impressed and educated when Mr. Bradford gives a presentation, we have a treasure.
- Rick Tetsworth – 1405 Cornell Street / questions regarding the MERS liability portion of the Audit Report; asked Mr. Bradford to explain the 4.1 million dollar pension liability mentioned in the Audit Report.

- Ed Bradford - Finance Director / Explained the pension liability that was mentioned in the Audit Report.
- Karen Goodman – 1925 Twelfth Street / introduced herself as the re-elected 6th District County Commissioner.

OFFICIALS AND STAFF.

None received.

COUNCILMEMBERS.

Councilmembers thanked City Staff, DDA and all volunteers for another successful Victorian Festival.

Mayor Smith commended the Finance Department, the audit was a well presented document; he also commended Council on Aging for their forward vision.

ADJOURN.

MOTION to adjourn was made by Goodspeed. Meeting adjourned at 7:56 p.m.

Mary Bachman CMMC / MMC, LIA
City Deputy Clerk/Accounts Payable

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