
PROCEEDINGS OF THE MANISTEE CITY COUNCIL – November 19, 2013

A regular meeting of the Manistee City Council was called to order by her honor, Mayor Colleen Kenny on Tuesday, November 19, 2013 at 7:00 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

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

ALSO PRESENT: City Manager – Mitch Deisch, City Attorney – George Saylor, City Clerk – Michelle Wright, DPW Director – Jeff Mikula, Finance Director – Ed Bradford, Public Safety Director – Dave Bachman, and City Engineer – Shawn Middleton/Spicer Group.

CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

None received.

CONSENT AGENDA.

- Minutes
 - October 15, 2013 - Regular Meeting
 - November 6, 2013 - Regular Meeting
 - November 12, 2013 - Organizational Meeting

- Payroll
 - October 14-27, 2013 - \$ 116,626.35
 - Oct. 28 – Nov. 10, 2013 - \$ 111,549.20

- Cash Balances Report - September 2013

- Monthly Bills
 - October 10, 2013 - \$ 487,865.73
 - October 10, 2013 EFT - \$ 48,574.31
 - October 18, 2013 EFT - \$ 7,065.21
 - October 29, 2013 - \$ 238,422.34

- Notification Regarding Next Work Session – December 10, 2013
A discussion will be conducted on the Street Asset Management Plan; and such business as may come before the Council.

- Consideration of Victorian Sleighbell Parade and Old Christmas Weekend.
The Annual Victorian Sleighbell Parade and Old Christmas Weekend are scheduled for December 5-8, 2013. The Manistee Main Street DDA and Festival Committee are requesting various street closures and other assistance from City personnel. This annual event includes a parade on River Street followed by fireworks and other activities throughout the weekend that highlight our Victorian heritage. Public Safety Director Dave Bachman supports approval of this request.

MOTION by Hornkohl, second by Goodspeed to approve the Consent Agenda as presented.

With a roll call vote this motion passed unanimously.

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

CONSIDERATION OF APPOINTING STREET ADMINISTRATOR.

Whereas, Section 13 (9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, “the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this act.”

MOTION by Goodspeed, second by Hornkohl to designate Jeffrey W. Mikula as the single Street Administrator for the City of Manistee in all transactions with the State Transportation Department as provided in Section 13 of Act 51.

With a roll call vote this motion passed unanimously.

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

CONSIDERATION OF PURCHASING WATER DEPARTMENT SERVICE TRUCK.

The City of Manistee Department of Public Works has solicited bids to replace the existing 2004 Econoline Van which is currently used daily by the service person in the water department. The existing van is not rated for the heavy loads that we have subjected it to over the last 10 years. As such, the van requires frequent maintenance and has reached its useful service life. The proposed replacement is a 2014 one ton truck with a full service body. This new water service truck was included in the revised Motor Pool plan which was presented to Council at the 10/8/13 work session. Bids were solicited from the three local vendors. Two bids were received with the low bid of \$33,613 submitted by Manistee Ford.

MOTION by Hornkohl, second by Cote to approve the purchase of one F350 Truck with a Reading Service body from Manistee Ford. The bid amount is \$33,613 less trade-in allowance of \$1,600 for the existing van; for a total purchase price of \$32,013.

With a roll call vote this motion passed unanimously.

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

CONSIDERATION OF A RESOLUTION RECOGNIZING THE UNITED WAY AS A NON-PROFIT ORGANIZATION.

As part of their annual fundraising campaign the United Way would like to conduct a raffle. Prior to the State of Michigan issuing a license for this raffle the City of Manistee would need to recognize the United Way as a non-profit organization.

MOTION by Cote, second by Goodspeed to recognize the Manistee United Way as a non-profit organization for the purpose of applying for a Charitable Gaming License through the State of Michigan.

With a roll call vote this motion passed unanimously.

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

NAYS: None

CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT WITH THE SPICER GROUP; SAW GRANT RESOLUTION.

The City of Manistee has been working with the Spicer Group to prepare a scope of work to apply for and complete design work, studies and asset management plans for the wastewater and stormwater systems. The scope of work totals \$1,905,000 with the maximum local match being \$326,250. The Michigan Department of Environmental Quality (MDEQ) has determined on a preliminary basis that Manistee qualifies as a disadvantaged business based on the debt load of the utility systems. If confirmed, the local match would be \$0.00.

MOTION by Hornkohl, second by Goodspeed to approve a Professional Services Agreement with Spicer Group, Inc. in the amount of \$1,905,000; authorize the City Manager to execute the SAW Grant application on behalf of the City; and to approve the MDEQ resolution authorizing the SAW grant agreement. Lengthy discussion followed.

With a roll call vote this motion passed unanimously.

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

NAYS: None

A REPORT FROM THE HARBOR COMMISSION, DPW/PARKS/TREE COMMISSION.

Harbormaster Dave Bachman reported on the activities of the Harbor Commission and responded to questions the Council had regarding their activities.

Public Works Leadman Brandon Prince, Parks Leadman Gary Niesen, and DPW Director Jeff Mikula reported on the activities of the DPW/Parks/Tree Commission and responded to questions the Council had regarding their activities.

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PRESENTATION OF FIRST QUARTER FINANCIAL REPORT AND INVESTMENT UPDATE BY FINANCE DIRECTOR ED BRADFORD.

CITIZEN COMMENT.

Representative Ray Franz gave an update on recent bills that have been approved in Lansing.

OFFICIALS AND STAFF.

Deisch commented on the inaccuracy of recent paid advertisements in the Manistee News Advocate by “The Real Manistee” group.

COUNCILMEMBERS.

Goodspeed wished everyone a Happy Thanksgiving.

Zaring stated that the Sleighbell Parade committee is in need of information ambassadors.

Wittlieff reminded the public of the Planning Commission’s master plan visioning session to be held Thursday, November 21st.

Kenny stated that the work session on December 10th will have a discussion on the City’s street asset management plan; nice article in Midwest Living on Manistee and the Sleighbell Weekend; and wished everyone a safe and enjoyable Thanksgiving.

ADJOURN.

MOTION to adjourn was made by Goodspeed, second by Hornkohl. Meeting adjourned at 8:58 p.m.

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