

**PROCEEDINGS OF THE MANISTEE CITY COUNCIL – ORGANIZATIONAL MEETING  
NOVEMBER 15, 2022**

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The Organizational Meeting of the Manistee City Council was called to order by City Clerk Heather Pefley on Tuesday, November 15, 2022, at 7:30 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

**ORGANIZATIONAL MEETING OF THE CITY COUNCIL.**

In accordance with Section 2-13 of the Charter of the City of Manistee, "the City Council shall meet at 7:30 p.m. on the Tuesday night following the completion of the official canvas at which time the members shall be sworn and assume the duties of their office. "

At the regular election of Tuesday, November 8, 2022, Councilmembers were elected to seats on the Manistee City Council. Members include:

<u>DISTRICT</u>	<u>COUNCILMEMBER</u>	<u>TERM</u>
First District	David Bachman	Two Years
Third District	Cindy Lundberg	Two Years
Fifth District	Seth Pratt	Two Years
Seventh District	Erin Martin Pontiac	Two Years

Pefley administered the oath to David Bachman, Cindy Lundberg, Seth Pratt, and Erin Martin Pontiac as members of the Manistee City Council.

PRESENT: David Bachman, Lynda Beaton, Cindy Lundberg, Jermaine Sullivan, Seth Pratt, James Grabowski, and Erin Martin Pontiac.

ALSO PRESENT: City Attorney – George Saylor, City Manager – Bill Gambill, City Clerk – Heather Pefley, Fire Chief – Mark Cameron, and City Engineer Representative – Lucas Richardson.

**CITIZEN COMMENTS ON AGENDA RELATED ITEMS.**

None received.

**ELECTION OF THE MAYOR FOR THE CITY OF MANISTEE.**

At the Organizational Meeting of the City Council held on this date the Council elects from its membership a Mayor and a Mayor Pro-Tem. The Mayor and Mayor Pro-Tem are elected for a one-year term. Under Section 2-4 of the Charter "the Council shall elect a Mayor by a majority vote of its members." This provision of the Charter requires four affirmative votes to elect the Mayor, a majority of the Council, regardless attendance at the Organizational Meeting. Sections 2-4 and 2-13 of the Charter require that the Mayor be elected at the Organizational Meeting. The voting procedures should continue until a candidate receives four affirmative votes.

Pefley asked for nominations to elect a Mayor for the City of Manistee. Martin Pontiac nominated Sullivan and Pratt nominated Beaton. No other nominations were received.

A roll call vote was taken as follows:

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SULLIVAN: Bachman, Sullivan, Grabowski, and Martin Pontiac  
BEATON: Beaton, Lundberg, and Pratt

Councilmember Sullivan was elected Mayor. Mayor Sullivan assumed the Chair at this time.

**ELECTION OF A MAYOR PRO-TEM FOR THE CITY OF MANISTEE.**

The same provisions identified in the Charter for the Mayor apply for the Mayor Pro-Tem. The Mayor Pro-Tem serves as the Mayor in the Mayor's absence.

Mayor Sullivan opened the floor for nominations to elect a Mayor Pro-Tem for the City of Manistee. Bachman nominated Grabowski and Beaton nominated Lundberg. No other nominations were received.

A roll call vote was taken as follows:

GRABOWSKI: Bachman, Lundberg, Sullivan, Pratt, Grabowski, and Martin Pontiac  
LUNDBERG: Beaton

Councilmember Grabowski was elected Mayor Pro-Tem.

**REVIEW OF CITY COUNCIL GUIDELINES.**

Under the adopted City Council Guidelines, the Guidelines are reviewed at the Organizational Meeting of the City Council. While the Guidelines may be amended at any time during the year, the Organizational Meeting is the traditional opportunity to review the operating procedures of the Council.

MOTION by Grabowski, second by Lundberg to modify the City Council Guidelines. Discussed the changes recommended at a previous study session including adding language to encourage newly elected councilmembers to attend MML training for newly elected officials, updating current language to #6 Work session, adding language to #20 Code of ethics, and adding "Conflicts of Interest" as a permanent agenda item under #28 Order of Business.

MOTION by Martin Pontiac, second by Bachman to AMEND the original motion to make the changes to the City Council Guidelines except for the changes to #20 and #28.

With a roll call vote this motion to AMEND the previous motion passed unanimously.

AYES: Bachman, Beaton, Lundberg, Sullivan, Pratt, Grabowski, and Martin Pontiac  
NAYS: None

Roll call was then taken on the original motion. Motion passed unanimously.

AYES: Bachman, Beaton, Lundberg, Sullivan, Pratt, Grabowski, and Martin Pontiac  
NAYS: None

**CONSIDERATION OF ESTABLISHING REGULAR MEETINGS FOR 2023.**

In accordance with Section 2-13 of the Charter, the City Council "shall meet in public session at least twice

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each month at such times as may be prescribed by the rules....” The City Council Guidelines reviewed during the previous agenda item indicate that regular meetings shall be held on the first and third Tuesdays of each month beginning at 7:00 p.m. with study sessions conducted on the second Tuesday of each month beginning at 7:00 p.m. This results in the attached schedule for regular meetings and study sessions throughout the year 2023, with exceptions made for known election dates and holidays.

MOTION by Grabowski, second Beaton by adopt the attached schedule for regular meetings and study sessions for the year 2023.

With a roll call vote this motion passed unanimously.

AYES: Bachman, Beaton, Lundberg, Sullivan, Pratt, Grabowski, and Martin Pontiac

NAYS: None

**CITIZEN COMMENT.**

None

**OFFICIALS AND STAFF.**

Gambill stated the bulk leaf pick up will be completed by the end of the week and indicated the Memorial Drive construction barrels should be collected this week.

**COUNCILMEMBERS.**

Pratt asked when ticketing begins for alternate parking and stated leaves in the street are making parking difficult.

**ADJOURN.**

MOTION to adjourn was made by Beaton to adjourn the meeting at 7:53p.m.

Heather Pefley CMC, MiPMC II  
City Clerk