

**CITY OF MANISTEE  
NEIGHBORHOOD RESTORATION AND BEAUTIFICATION COMMISSION**

**MINUTES**

**Monday, February 13, 2023**

A regular meeting of the Manistee Neighborhood Restoration and Beautification Commission was held on Monday, February 13, 2023, at 9:00 a.m. at City Hall 3<sup>rd</sup> floor Council chambers.

The meeting was called to order by Lucas Richardson at 9:00 a.m.

**ROLL CALL**

Members Present: Lucas Richardson, Jermaine Sullivan, Kelly Greve, Mary Kay Wilkosz

Members Absent: Kathleen Grabowski

Also Present: Chief Glass

**APPROVAL OF AGENDA**

Lucas Richardson asked that Kevin Kriebel be added to today's agenda. Commission members approved the agenda as amended for today's meeting.

MOTION by Lucas Richardson, seconded by Jermaine Sullivan to approve the meeting agenda as amended.

With a Roll Call vote this motion passed

Yes: Lucas Richardson, Jermaine Sullivan, Kelly Greve, Mary Kay Wilkosz

No: None

Absent: Kathleen Grabowski

**PUBLIC COMMENTS ON AGENDA RELATED ITEMS**

None.

**APPROVAL OF MINUTES FROM LAST MEETING**

Commission members approved the minutes from the January 9, 2023 meeting with the following changes: changing My Hope to MiHope under New Business/Introduction of Tracy Davis; and correcting the address 530 Grant to 530 Davis under Good of the Order/Chief Glass.

MOTION by Lucas Richardson, seconded by Jermaine Sullivan to approve the minutes as amended from the January 9, 2023 meeting.

With a Roll Call vote this motion passed

Yes: Lucas Richardson, Jermaine Sullivan, Kelly Greve, Mary Kay Wilkosz

No: None.

Absent: Kathleen Grabowski

## **UNFINISHED BUSINESS**

**Bylaws** – Discussion on the adoption of bylaws for the NRBC. Discussion included increasing the membership from 5 to 7 members. A majority would like to keep membership at 5. Kelly Greve would like to be on the record as wanting to increase the membership. Once the Commission approves the bylaws they will go to the City Council for their approval.

MOTION by Jermaine Sullivan, seconded by Mary Kay Wilkosz to approve the NRBC bylaws.

With a Roll Call vote the Bylaws were approved:

Yes: Lucas Richardson, Jermaine Sullivan, Kelly Greve, Mary Kay Wilkosz

No: None.

Absent: Kathleen Grabowski

**Update on Mural Program** – Discussion on the status of the mural program for Manistee. Mary Kay Wilkosz suggested that we start with something small before moving on to a bigger project like that associated with Morton Salt. Lucas Richardson asked what Morton Salt was expecting of the NRBC in relation to creating a mural on their property. Jermaine Sullivan suggested that the Commission help with the cleanup and beautification of the area surrounding the mural after Morton Salt completes it. Discussion on the need to adopt rules and forming a committee to approve projects. Mary Kay Wilkosz suggested we follow the Grand Rapids plan and amend/adjust as needed to fit Manistee. The Commission will ask City Attorney Saylor to look at the legality and constitutionality of Grand Rapids plan as it relates to Manistee.

**Ideas for Community Survey** – Discussion on the community survey distributed by Lucas Richardson. It was decided that the survey was too long, and patrons might not want to complete a lengthy questionnaire. The purpose of the survey is to reach out to the community to determine what they think is blighted and areas they would like to see improvement. Discussion on possibly just posting one question at a time on social media and following up with further questions every few weeks based on answers to previous questions. Kelly Greve suggested also putting this in the newspaper for those who aren't on social media. Further discussion included: will people participate?; will they follow through if offered help?; the need to educate the community; what is the extent of the NRBC responsibility?; and possibly adding more information to the SeeClickFix app. At the next meeting the Commission will decide on the first question.

**Annual City Council Update** – On February 7<sup>th</sup>, Lucas Richardson appeared before the City Council and gave an update on the NRBC.

## **NEW BUSINESS**

**Blight Tour** – The Commission members would like to make this an annual event. It was suggested that either April or May would be a good time to take another tour and survey blight in the City. Chief Glass will coordinate to pick a date get this year's tour set up.

**Community Service Day** – Jermaine Sullivan suggested that this years first event focus on right of way at Casman Academy and the surrounding area. Discussion on getting the students/staff of Casman involved. Jermaine will contact Casman to discuss what needs to be done. It was decided that May 4<sup>th</sup> from 3:00 – 7:00pm will be the date and time. Other potential projects can be decided after the Spring Tour of the City.

**Community Dumpster** – Discussion on the potential problems involved with just having a dumpster available for anyone to use and the regulation of what's going in the dumpsters. Discussion on having a dumpster available at Casman on May 4<sup>th</sup> and inviting people in the immediate area to clean up their yards/outdoor areas to dispose of junk. Jermaine Sullivan will work with the Chief on procuring a dumpster and getting any costs involved. Kelly Greve will work on drafting a notice/invite to give to area residents.

**City Attorney** – City Attorney George Saylor spoke on the blight process from a legal standpoint. He outlined the steps involved in seeing a violation through from ticket to the courts. He thinks the tour is a great idea to see what's happening in the City from a blight perspective. He discussed the Open Meetings Act and described the rules and when and where things should be discussed by Commission members. He then fielded questions from Commission members.

**Kevin Kriebel** – Kevin Kriebel from SafeBuilt spoke about his role in blight enforcement and rental inspections. He gave the Commission a brief description of his experience and his willingness to attend a work session to bring new ideas to help the Commission meet their goals. He talked about the programs in place in Muskegon and the importance of having a grant writer to apply for the grant money out there that is available. He talked about one of the big problems here is 80-90% of the rentals in Manistee have out of town landlords without a local property manager to deal with things. Kelly Greve suggested a work session be scheduled to work with Kevin and come up with some ideas.

MOTION by Lucas Richardson, seconded by Kelly Greve to have a work session of the NRBC on Monday, February 27, 2023 at 9:00am in council chambers.

With a Roll Call vote the Motion was approved:

Yes: Lucas Richardson, Jermaine Sullivan, Kelly Greve, Mary Kay Wilkosz

No: None.

Absent: Kathleen Grabowski

**Election – Secretary (Term ending April 25<sup>th</sup> 2023)** – This item was tabled until the next meeting when all members will be present.

MOTION by Lucas Richardson, seconded by Jermaine Sullivan to table the election of a new Secretary to the next meeting.

With a Roll Call vote the Motion was approved:

Yes: Lucas Richardson, Jermaine Sullivan, Kelly Greve, Mary Kay Wilkosz

No: None.

Absent: Kathleen Grabowski

## **PUBLIC COMMENTS**

Jim Grabowski – Kevin Kriebel will be speaking at the next City Council meeting. He also suggested that the survey could be included in the tax bill that goes to all city residents.

## **GOOD OF THE ORDER**

Jermaine Sullivan thanked Lucas Richardson for doing a good job with the presentation of the NRBC Update to the City Council.

Chief Glass thanked Kevin Kriebel and noted that he is a great resource to work with. It's a team effort to work towards and achieve compliance.

Kelly Greve noted that after hearing the City Attorney and Kevin Kriebel speak that it's important to "get it right" and the root cause is much deeper.

Lucas Richardson noted the importance of identifying resources to help with blight remediation and beautification.

## **ADJOURNMENT**

**The work session meeting of the Neighborhood Restoration and Beautification Commission will be held on Monday, February 27, 2023 at 9:00.**

**The next regular meeting of the Neighborhood Restoration and Beautification Commission will be held on Monday, March 13, 2023 at 9:00 a.m.**

Motion was made by Jermaine Sullivan, seconded by Kelly Greve to adjourn the meeting. MOTION PASSED UNANIMOUSLY. The meeting was adjourned at 10:50a.m.