

**March 27, 2017**

A goal setting session of the Manistique City Council was held on Monday, March 27, 2017, at 10:00 a.m. Present were Councilmembers Hollister, Hill, Walker, and Jeffcott. Also present were City Manager Aldrich and City Attorney Plackowski. Councilmember Shiner was absent.

**Moved by Councilmember Hollister, seconded by Councilmember Hill**

**EXCUSE Councilmember Shiner from this meeting.**

**Yes – Councilmembers Hollister, Hill, Walker, Jeffcott**

**No – None**

**Absent – Councilmember Shiner**

A. Minutes.

March 13, 2017

**Moved by Councilmember Hill, seconded by Councilmember Hollister**

**APPROVE the minutes of the March 13, 2017 meeting as presented.**

**Yes – Councilmembers Hill, Hollister, Walker, Jeffcott**

**No – None**

**Absent – Councilmember Shiner**

B. New Business.

1. Citizen Comments Regarding Agenda Items Only.

There were no citizen comments.

Clerk King. The Historical Society requested to be removed from the agenda for the time being as they are not yet ready for their presentation. Various Recreation Department ventures will be covered under "Community Activities".

2. Community Activities.

Paul Walker discussed the Historical Society noting the following:

- The Historical Society may be looking into moving to the former forestry building on US2.
- If permitted, they plan to hold Pioneer Days at the Marina like in 2016 as it was a great success.
- The Historic Water Tower may need repairs.

Mike Powers and Kevin Trevillian discussed the DNR Trust application for the Boardwalk extension.

- The Boardwalk extension would happen in two phases with the first being from US2 north.
- Construction would take place in 2019.
- The walkway would go out onto one of the islands in the river.
- There are various groups working with the City on this project.

Mike Powers then discussed the Blanchard Park Project which will also be a DNR Trust grant application.

- The Elks Club has already made some improvements to the park.
- Pam Weber discussed the skate park that will be a part of the project and the fund raising efforts to help pay for the park.
- Eric Sherbinow from Habitat for Humanity noted that Habitat was happy to partner with the City on the park project.

Mike Powers discussed the DNR Trust Fund Land Acquisition application for the land the Chamber building sits on noting that it could be a possible Iron Belle Trailhead.

Manager Aldrich. The Update From Engineers on Projects will be covered before Budget Review.

3. Update From Engineers on Projects.

Manager Aldrich memo. Coleman Engineering will be at the meeting to update Council on all projects both in progress and planned for the future. They will cover the campground, day-use pavilion, boat and kayak launch, marina phase III, marina entrance.

They will also cover the grant applications for future projects such as: The Blanchard Paul Bunyan Park, The River Walk Project, and the Iron Belle Trailhead Land Acquisition Project.

Kevin Trevillian discussed the projects taking place in the City of Manistique:

- The Water Tower Baseball Field will be improved this summer which includes a clay infield.
- The next phase of the Marina Project will take place in 2018. It will include dredging and new docks in the Marina.
- The Marina Access Drive will be a collaboration with the Sault Tribe including a pocket park and boulevard will take place in 2018.
- The Campground/Day Use/Westside Board Launch project is planned to be completed in June and fully operational for the Fourth of July.
- There will be a sign on US2 for the campground which will be eight feet by fifteen feet.
- Corey Barr joined Kevin to discuss the upcoming storm water/sewer separation set for 2018.

Discussion.

#### 4. Budget Review.

Manager Aldrich memo. We will be reviewing our budgets with amendments as of January 31, 2017. Our fiscal year (FY) runs from July 1, 2016 thru June 30, 2017. The department heads will be talking to Council on their budget and sharing with us what has happened this past year and their projections for their department in the short and long term. The items I have noted are the bigger revenue items and lines that have been amended. We will be covering the funds in order with the General Fund 101 being first. Please do not hesitate to ask questions on any line item.

#### General Fund 101

##### Revenues

- Property Tax, 000-402.000, is one of our biggest revenues and you can see it at 71% at this review.
- We provide fire protection for Manistique Township shown in line 000-593.002.
- Sales Constitutional and Sales Statutory come in on a two-month lag as shown in lines 000-643.000 and 000-644.000.
- Equipment Rent, 000-668.000, is running on track at \$107,938.94.

Public Safety Director Golat discussed the operations of Manistique Public Safety noting the following:

- We have had a fire protection contract with Manistique Township for many years that we will look to continue with a new contract this year.
- Officer salaries are up this year due to more overtime with an officer off with a prolonged injury.
- We are in the process of obtaining a new patrol vehicle with the help of a Rural Development grant.

Discussion.

DPW Supervisor Nick Bosanic discussed the operations of the Department of Public Works noting the following:

- The City is reimbursed 100% for maintenance and plowing of US2 and M94.
- The veteran section of Fairview Cemetery is nearing full. Part of Section F, which is kitty-corner to the current veteran section, could be used as an additional veteran section.

Discussion.

##### Expenses

- City Council, Dept. 101, is right on track.
- Community Promotions, line 151-749.000, was amended to cover the cost of our upcoming billboards.
- Please note that all departments, Manager, Clerk, Attorney, Treasurer, and Assessor are running on track.
- Buildings and Grounds reflects the capital improvements made in Council Chambers and in the Public Safety offices.
- Cemeteries are on track with work to start shortly for the spring.
- Public Safety Dept. 301 is a little over on salaries and will be amended in the coming months.
- DPW Dept. 441 salaries will also need to be amended prior to year end as they are running a little over.
- Both departments had retirements with new personnel brought in that had to be trained at the same time we paid current employees.
- You can see the DPW Equipment payments, 441-957.002, have been paid in full.
- Please note that the transfer to the Marina Fund, has not been made yet in Dept 757, as we are now tracking the marina in its own fund.

**Moved by Councilmember Hollister, seconded by Councilmember Hill**

**APPROVE the General Fund fiscal year 2017 budget as presented.**

**Yes – Councilmembers Hollister, Hill, Walker, Jeffcott**

**No – None**

**Absent – Councilmember Shiner**

Major and Local Streets 202/203

Revenue and Expenses

- Gas and Weight Tax comes in on a two-month lag.
- Trunkline, 000-551.000, is what we get paid by the State.
- We will cover expense lines at the meeting.
- Our biggest expense in both funds is Winter Maintenance.

Nick Bosanic discussed Major and Local Streets noting Major Streets are higher trafficked streets. Also Major Streets is allowed to transfer up to \$25,000 each year to Local Street.

Discussion.

**Moved by Councilmember Hill, seconded by Councilmember Hollister**

**APPROVE the Major Street Fund fiscal year 2017 budget as presented.**

**Yes – Councilmembers Hill, Hollister, Walker, Jeffcott**

**No – None**

**Absent – Councilmember Shiner**

**Moved by Councilmember Walker, seconded by Councilmember Hollister**

**APPROVE the Local Street Fund fiscal year 2017 budget as presented.**

**Yes – Councilmembers Walker, Hollister, Hill, Jeffcott**

**No – None**

**Absent – Councilmember Shiner**

Manager Aldrich. We will cover the Ambulance Fund next so Public Safety Director Golat can discuss his department in the event he gets called to a public safety situation.

Ambulance 505

Revenue and Expenses

- Ambulance Billings are running a little above the projections.
- The loan proceeds account for the ambulance loan.
- Salaries and Fringes will need to be amended to account for the added runs.
- Uncollectibles, 000-817.000, will need to be amended to reflect the higher billings.
- Capital Outlay, 000-970.000, accounts for the purchase of the new ambulance.
- The payment will be paid soon on the new ambulance.

Public Safety Director Golat discussed the ambulance operations noting the following:

- Ambulance runs are up this year.
- The fleet has four ambulances with two of them being purchased recently.
- We are utilizing a new collection agency.

Discussion.

**Moved by Councilmember Hill, seconded by Councilmember Hollister**

**APPROVE the Ambulance Fund fiscal year 2017 budget as presented.**

**Yes – Councilmembers Hill, Hollister, Walker, Jeffcott**

**No – None**

**Absent – Councilmember Shiner**

Landfill Fund 417

- This fund is used to account for our landfill tax levy and expenses.
- They are running pretty much the same as last year at this time.

**Moved by Councilmember Hollister, seconded by Councilmember Walker**

**APPROVE the Landfill Fund fiscal year 2017 budget as presented.**

**Yes – Councilmembers Hollister, Walker, Hill, Jeffcott**  
**No – None**  
**Absent – Councilmember Shiner**

DDA Fund 494

Revenue and Expenses

- Taxes are running on track at \$457,329.90.
- We will cover their expenses at the meeting.
- There is just a small principal payment and one interest payment left to be paid in this fiscal year, lines 000-993.000 and 000-995.000.

**Moved by Councilmember Hollister, seconded by Councilmember Hill**

**APPROVE the Downtown Development Authority Fund fiscal year 2017 budget as presented.**

**Yes – Councilmembers Hollister, Hill, Walker, Jeffcott**  
**No – None**  
**Absent – Councilmember Shiner**

Recreation Fund 508

Revenues and Expenses

- Hockey Association Fees, 000-611.000, is one of our bigger revenue items and will increase as the year progresses.
- Refunds, 000-676.004, reflect the insurance payment for the outside compressor unit.
- Capital Outlay, 000-970.000, accounts for the cost of the new chiller and fencing around it.

**Moved by Councilmember Walker, seconded by Councilmember Hollister**

**APPROVE the Recreation Fund fiscal year 2017 budget as presented.**

**Yes – Councilmembers Walker, Hollister, Hill, Jeffcott**  
**No – None**  
**Absent – Councilmember Shiner**

**Moved by Councilmember Hill, seconded by Councilmember Hollister**

**RECESS the meeting until 1:00pm.**

**Yes – Councilmembers Hill, Hollister, Walker, Jeffcott**  
**No – None**  
**Absent – Councilmember Shiner**

The meeting recessed at 12:05pm for lunch.

The meeting reconvened at 1:00pm.

Sewer and Water Funds 590 & 591

- These funds cover our water and sewer plants and will be covered at the meeting by our Water/Wastewater Superintendent Corey Barr.

Corey Barr gave a presentation on how the Water and Wastewater plants function on the treatment of water and wastewater. Corey then discussed the budgets for the Water and Sewer Funds.

Discussion.

**Moved by Councilmember Walker, seconded by Councilmember Hollister**

**APPROVE the Water Fund fiscal year 2017 budget as presented.**

**Yes – Councilmembers Walker, Hollister, Hill, Jeffcott**  
**No – None**  
**Absent – Councilmember Shiner**

**Moved by Councilmember Hollister, seconded by Councilmember Hill**

**APPROVE the Sewer Fund fiscal year 2017 budget as presented.**

**Yes – Councilmembers Hollister, Hill, Walker, Jeffcott**  
**No – None**

**Absent – Councilmember Shiner**

In the next couple of months we will again be revisiting the budgets for yearend amendments and also for preparing the budgets for next fiscal year.

The campground opening is coming along, the sign be being designed, the website is almost ready to open and accept reservations. The city is participating in our third year of Pure Michigan and also in our third year of partnering with John Madigan on billboards in Michigan and Wisconsin.

The engineers will be at our meeting to update us on all projects and to take any questions that Council might have.

5. DNR Land Water Grant Public Hearing and Resolution.

Manager Aldrich memo. The Recreation Board has been working with the Elks, Pam Weber with a skate group, Roger Irie with a Paul Bunyan group, and Habitat for Humanity on a restoration project next to the Blanchard Center for the park area. Please find a conceptual attached.

This project would include: replacing the old Paul Bunyan statue, a skate park, a volleyball court, current fixtures such as swings, merry-go-rounds, the current t-ball field, benches, etc.

Groups have raised funds to help meet the match on this project; the Elks have already done some restoration such as having painting done on structures currently there. They will be helping with the second round of their grant in the bigger project. Pam Weber and Doug Smith were instrumental in helping a skate group raise funds over the last several years to help in the match. Eric Sherbinow and Ann MacGregor at Habitat have worked with us on design and parking needs and in allowing the city to mount the security cameras on their building.

Mayor Jeffcott opened the public hearing at 1:53pm.

Mayor Jeffcott closed the public hearing at 1:54pm.

No comments were brought forth from the public.

**Moved by Councilmember Hill, seconded by Councilmember Hollister**

**APPROVE the Resolution for a Land and Water Conservation Fund Local Unit of Government Match with Donation and allow the City Clerk to sign the Resolution as presented.**

**Yes – Councilmembers Hill, Hollister, Walker, Jeffcott**

**No – None**

**Absent – Councilmember Shiner**

6. DNR Land Acquisition Grant Public Hearing and Resolution.

Manager Aldrich memo. The city has an opportunity to apply for a land acquisition grant for the corner of US2 and Trader's Point Drive, the property that the Chamber of Commerce building sits on.

We spoke to the DNR in Lansing about this opportunity and their suggestion was to make this area the Iron Belle Trailhead in the Upper Peninsula. The Iron Belle is the nationally known biking and hiking pathway that starts in Belle Isle and ends in Ironwood. Having the trailhead in Manistique would make Manistique a destination for either a starting, stopping, or resting point for bikers and hikers. The north area of the property would be developed for picnic area, trails, and resting for the travelers. They have suggested that this would be a compliment to the campground just across the highway.

Add all of this in with the MDOT Pure Michigan US2 Scenic Byway designation and it is a plus for tourists, tourism and locals alike.

Manager Aldrich noted that the owner requested that the amount applied for be \$500,000.

Mayor Jeffcott opened the public hearing at 1:56pm.

Alan Barr, EDC Director, stated that he has concerns about this parcel being taken off the tax roll for economic development purposes. He agrees with the designation but has concerns with the location.

Mayor Jeffcott closed the public hearing at 1:58pm.

**Moved by Councilmember Hollister, seconded by Councilmember Hill**

**APPROVE the Resolution for the submission of a Michigan Natural Resources Trust Fund Grant land acquisition application and allow the City Clerk to sign the Resolution as presented.**

**Yes – Councilmembers Hollister, Hill, Walker, Jeffcott**

**No – None**

**Absent – Councilmember Shiner**

7. DNR River Walk Project Grant Public Hearing and Resolution.

Manager Aldrich memo. The River Walk Project has been an ongoing project that has been advocated by the SAH group (Strategic Alliance for Health) that would extend the existing boardwalk up the Manistique River from US2 to the Siphon Bridge on property that the city has acquired with prior land acquisition grants.

This application has gone to the DNR previously and had to be pulled by the city because the land transfer on this particular parcel had not yet been completed from the Land Acquisition Grant process. This application includes the first half of the walkway that would actually entail a bridge out on one of the islands. Coleman will be at the meeting with details of the project and to answer any questions Council might have.

Mayor Jeffcott opened the public hearing at 2:01pm.

Mayor Jeffcott closed the public hearing at 2:02pm.

No comments were brought forth from the public.

**Moved by Councilmember Hill, seconded by Councilmember Hollister**

**APPROVE the Resolution for the submission of a Michigan Natural Resources Trust Fund Grant application for the Boardwalk extension and allow the City Clerk to sign the Resolution as presented.**

**Yes – Councilmembers Hill, Hollister, Walker, Jeffcott**

**No – None**

**Absent – Councilmember Shiner**

5. Citizen Comments.

There were no citizen comments.

C. Reports and Communications

Manager Aldrich:

- Thank you to the department heads for all of their hard work.

The regular meeting of the Manistique City Council adjourned at 2:05 p.m.

---

Janet Jeffcott, Mayor

---

Jeffrey L. King, City Clerk