

May 22, 2017

A regular meeting of the Manistique City Council was held on Monday, May 22, 2017, at 7:00 p.m. Present were Councilmembers Shiner, Hollister, Walker, Hill, and Jeffcott. Also present were City Manager Aldrich and City Attorney Plackowski.

Clerk King. Public Safety Sgt. Roger Irie placed the proclamation for EMS Week on my desk after the agendas had been sent out. He is requesting that the proclamation be added to this agenda.

Moved by Councilmember Hill, seconded by Councilmember Walker

ADD "EMS Week Proclamation" to this agenda.

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

No – None

"EMS Week Proclamation" was added as agenda item number three. The remaining agenda items were then moved down one spot each.

A. Minutes.

May 8, 2017

Moved by Councilmember Hollister, seconded by Councilmember Walker

APPROVE the minutes of the May 8, 2017 meeting as presented.

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

No – None

B. New Business.

1. Citizen Comments Regarding Agenda Items Only.

There were no citizen comments.

2. Community Action Month Proclamation.

Manager Aldrich memo. Community Action has asked us to proclaim May as Community Action Month. Please find attached their proclamation that they have provided. This will be presented by the Mayor at the meeting.

Clerk King read the following proclamation on behalf of the Mayor:

WHEREAS, Community Action emerged from the heart of President Lyndon B. Johnson's 1964 proclamation of America's "War on Poverty" where battles must be won in the field, in every private home, in every public office, from the courthouse to the White House; and

WHEREAS, Community Action has put a human face on poverty for 53 years by advocating for limited-income citizens without a voice, so that they may enter the middle class and reach for the American dream, replacing their despair with opportunity; and

WHEREAS, the Menominee-Delta-Schoolcraft Community Action Agency has been enhancing the lives of countless area residents through caring and cost-effective implantation of its programs (Early Childhood, Client Services, Weatherization/Energy/Housing, Senior Services, Nutrition Services, Homeless Services, Senior Companions, Foster Grandparents, Retired & Senior Volunteers); and

WHEREAS, Community Action builds and promotes economic stability as an essential aspect of enabling and enhancing stronger communities, which in turn promotes self-sufficiency, ensuring that all Americans are able to live in dignity; and

WHEREAS, Community Action has enhanced the lives of millions of people across America by providing essential, life-changing services and opportunities such as affordable housing, economic development, health care, energy assistance, natural disaster relief and recovery; and

WHEREAS, Community Action already serves 99% of America's counties in rural, suburban, and urban communities and because it is right, because it is wise, and because, in our hearts and minds we believe it is possible to conquer poverty; and

WHEREAS, Community Action will continue to implement innovative and cost-effective programs to improve the lives and living conditions of the impoverished; continue to provide support and

opportunities for all citizens in need of assistance; and continue to be a major voice of reason in establishing welfare system reforms;

NOW, THEREFORE, I, Janet Jeffcott, Mayor of the Manistique City Council, Michigan, do hereby proclaim May 2017 as **COMMUNITY ACTION MONTH** in recognition of the hard work and dedication of the Menominee-Delta-Schoolcraft Community Action Agency.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the City of Manistique, Michigan on this day of May 22, 2017.

Rick Rudden, from the Community Action Agency, thanked Council for their support.

Moved by Councilmember Hill, seconded by Councilmember Shiner

APPROVE the Community Action Month Proclamation as presented.

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

No – None

Discussion.

3. EMS Week Proclamation.

Manager Aldrich. As previously noted, this has been requested by Public Safety to be added to this agenda.

Councilperson Hollister read the following proclamation on behalf of the Mayor:

Proclamation

Emergency Medical Services Week

May 21 – 27, 2017

WHEREAS, emergency medical services are a vital public service; and

WHEREAS, the members of the emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency medical care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical service system consists of emergency physicians, emergency nurses, emergency medical technicians, firefighters, educators, administrators, and others; and

WHEREAS, the members of the emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value of the accomplishments of emergency medical service providers by designating Emergency Medical Services Week; now

THEREFORE, I Janet Jeffcott, Mayor of the City of Manistique, Michigan in recognition of this event do hereby proclaim the week of May 21 – 27, 2017 as **EMERGENCY MEDICAL SERVICES WEEK**

With the theme, “EMS Strong: Always in Service”, and further hereby give special recognition to all of our Emergency Medical Technician employees at Manistique EMS.

I encourage the community to observe this week appropriately.

Discussion.

Moved by Councilmember Hill, seconded by Councilmember Shiner

APPROVE the EMS Week Proclamation as presented.

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

No – None

4. TODS Signs.

Manager Aldrich memo. Please find attached our correspondence from MDOT on the TODS sign applications they have received. The city has to approve them prior to installation. Please note that the Upper Crust is not being accepted at this time. We are working with the State to hopefully reverse their decision on them.

These are the Pure Michigan signs that you see along the highway denoting attractions, places to eat, etc. We feel they will be a nice addition to Manistique.

Discussion.

Moved by Councilmember Hill, seconded by Councilmember Walker

APPROVE the TODS (Tourist Oriented Directional Signs) list of businesses as presented.

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

Discussion.

5. Planning and Zoning Appointment.

Manager Aldrich memo. Please find attached a letter of interest for the Planning and Zoning Board. This letter is from Kimberly Hampton. This appointment would be at the request of the Mayor and approval of Council.

Moved by Councilmember Hill, seconded by Councilmember Walker

APPOINT Kimberly Hampton to the Planning and Zoning Commission as presented.

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

6. Mediation Committee Appointment.

Manager Aldrich memo. The city will be going to mediation this week on the chamber building purchase. We have appointed members to represent the city at a prior meeting, but want to confirm at this time.

The members representing the city were previously designated as:

City Manager Sheila Aldrich
Councilman Rick Hollister
Mayor Jan Jeffcott
City Attorney Bruce Plackowski
Recreation Board Chair Mike Powers

City Clerk Jeff King would like to attend to take notes.

Moved by Councilmember Hill, seconded by Councilmember Shiner

APPROVE the mediation list as presented.

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

7. Fiscal Year 2018 Proposed Budgets Public Hearing.

Mayor Jeffcott opened the public hearing for the proposed fiscal year 2018 budgets at 7:17pm.

Mayor Jeffcott closed the public hearing for the proposed fiscal year 2018 budgets at 7:18pm.

No comments were brought forth from the public.

8. Fiscal Year 2017 Budget Amendments & Fiscal Year 2018 Budgets.

Manager Aldrich memo. Please find attached our current year budget amendments and our proposed budget for fiscal year 2018. We will cover all funds and will start with the General Fund 101 as follows:

General Fund 101

- The General Fund began the year with a Fund Balance of \$471,598.65. We will be using some of our Fund Balance at the end of this year as:
 - ✓ Public Safety and DPW department went over with retiree buyouts.
 - ✓ Training new people while employing the retiring employees.
 - ✓ Sick leave for employees out after surgery while covering the position with current employee overtime.
 - ✓ Removal of a burned blighted home.
 - ✓ Purchase of the Chamber building.
 - ✓ We will cover these in more detail at the meeting.
- Please note that Tax Revenues, 000-402.000, need to be combined with Delinquent Tax Revenue, 000-417.000, as a major tax payer paid after March 1st.
- Also note the loss of State Fire Protection, 000-550.018, we used to received for State property in the city limits.
- Line 000-605.000 denotes the donation for the Chamber building.
- Admin Fees from all funds match the State allowed 10% in Major and Local.
- Sales Constitutional and Statutory come in on a two-month lag.
- City Council Dept 101 will likely recognize a savings.
- Community Promotions Dept 151 includes the marketing for billboards, Visitor's Guide, etc.
- Buildings and Grounds Dept 265 reflects the burned our house that the city removed and the purchase of the Chamber building, lines 265-806.000 and 265-970.008.
- Lakeview Cemetery, Dept 276, is more than anticipated.
- Public Safety, Dept 301, has noticed an increase due to an officer out on sick leave after surgery and having to cover with overtime, training a new officer, and buyout of a retiree.
- DPW has also had an increase with training an employee along with payout of a retiree.
- Repairs & Maintenance, 441-930.000, is also up in DPW Dept 441.
- These are the reasons that we have worked to sustain a fund balance over the years to cover these expenses.
- Please note that we moved Salaries, 751-701-020, Dept 751 to Salaries, 756-701.000, Dept 756, as that is where Nick has been charging all parks.
- Retiree B/C B/S, 851-721-002, is up with the added retirees. Please note that we are anticipating that this will go down next FY as some retirees will be done this year.
- That is an area that we covered in employee contracts actually a couple of contracts ago. The employees worked with us on this issue as they realized it is just something that the city cannot sustain.

Moved by Councilmember Hollister, seconded by Councilmember Walker

APPROVE the General Fund fiscal year 2018 proposed budget as presented.

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

No – None

Major Streets 202 and Local Streets 203

- Gas and Weight Tax come in on a two-month lag.
- Trunkline budget, 201, is set by MDOT.
- Winter Maintenance, 478-701.000, was amended to reflect more plowing and snow removal.
- We will determine the contribution to Local Streets by year end, to see if we should be using the authorized amount or a lesser amount.
- Please notice that the projected amounts for next fiscal year have changed little.
- Maintenance, Dept 463, has been amended to include the added work done by our DPW with tarring and chipping.
- Winter Maintenance, Dept 478, has been increased the same as in Major Streets to reflect the added salting, plowing and snow removal.

Discussion.

Moved by Councilmember Hollister, seconded by Councilmember Shiner

APPROVE the Major Street Fund fiscal year 2018 proposed budget as presented.

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

No – None

Moved by Councilmember Hill, seconded by Councilmember Walker

APPROVE the Local Streets Fund fiscal year 2018 proposed budget as presented.

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

Marina 350

- The Marina now sits in its own stand-alone fund.
- We have noticed an increase in traffic with the improvements to the Marina.
- This also reflects in higher Fuel Sales, 000-647.001.
- This in turn causes an increase in Operating Supplies, 000-728.000 to purchase the additional fuel.
- The Marina is made whole by the General Fund at year end, as indicated by line 000-675.002.

Discussion.

Moved by Councilmember Hollister, seconded by Councilmember Hill

APPROVE the Marina Fund fiscal year 2018 proposed budget as presented.

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

Landfill 417

- Landfill capture covers the payment on the Landfill and maintenance and monitoring.
- This levy will end in 2022.

Discussion.

Moved by Councilmember Hill, seconded by Councilmember Hollister

APPROVE the Landfill Fund fiscal year 2018 proposed budget as presented.

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

DDA (Downtown Development Authority) 494

- The DDA Tax Capture, 000-403.000, is shown in full for the year.
- I would like to cover this in more detail at the meeting.
- Most expenses are on track with the amendments from last time.
- Interest Expense, 000-995.000, is amended to include the campground interest payment.
- This will require a transfer from the Campground Fund 415.

Discussion.

Moved by Councilmember Hollister, seconded by Councilmember Hill

APPROVE the Downtown Development Authority Fund fiscal year 2018 proposed budget as presented.

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

Ambulance 505

- Ambulance Billings, 000-634.000, were amended to reflect a higher number of runs.
- Expenses related to runs had to be amended up also, such as Wagers, Uncollectibles, Fuel, Repairs & Maintenance.
- We just made our last payment on one of our ambulances.

Discussion.

Moved by Councilmember Walker, seconded by Councilmember Hollister

APPROVE the Ambulance Fund fiscal year 2018 proposed budget as presented.

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

Recreation 508

- Rec is close to the last budget review.
- The General Fund makes Rec whole at year end.

Discussion.

Moved by Councilmember Hill, seconded by Councilmember Shiner

APPROVE the Recreation Fund fiscal year 2018 proposed budget as presented.

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

No – None

Sewer 590

- Corey Barr discussed these items at the meeting noting:
 - ✓ Leachate will be reduced to zero for next fiscal year.
 - ✓ Per the bond ordinances, we are required to cover fixed expenses.
 - ✓ Chemical cost will increase next year.
 - ✓ Sludge disposal will stay at a higher cost next year.
 - ✓ A blower will need to be replaced next fiscal year.
 - ✓ The proposed budget includes an increase in the base rate and consumption rate for customers.

Discussion.

Moved by Councilmember Hill, seconded by Councilmember Shiner

APPROVE the Sewer Fund fiscal year 2018 proposed budget as presented.

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

No – None

Water 591

- Corey Barr discussed these items at the meeting noting:
 - ✓ Salaries are up this year due to a retirement.
 - ✓ We may need to hire another employee to run/maintain the plant.
 - ✓ Like Sewer, chemical costs will be higher next fiscal year.
 - ✓ The proposed budget includes an increase in the base rate and consumption rate for customers.

Discussion.

Moved by Councilmember Hollister, seconded by Councilmember Hill

APPROVE the Water Fund fiscal year 2018 proposed budget as presented.

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

No – None

9. Citizen Comments.

Dale DuFour, 236 Chippewa Avenue, had comments regarding city streets and charging for water used by other entities.

Discussion.

Brian Marks, 261 N Cedar Street, had a comment regarding the increase in water/sewer rates.

Discussion.

C. Reports and Communications

Manager Aldrich:

- With regards to the MERS committee, I am requesting the Mayor, myself, and another Councilperson to participate. Councilperson Hollister volunteered to be on the MERS committee.
- After a discussion with the Assessor, to clarify, properties with Redevelopment, Rehabilitation, or Obsolete Designations still need to apply to the City Council to get abatements. The State then will review and give final approval for the abatements. No tax revenue is lost with these abatements. It encourages economic growth.

Councilmember Walker:

- With regards to EMS week, thank you to our EMS personnel.
- The Campground is coming along well and we are taking reservations on the campground website.

The regular meeting of the Manistique City Council adjourned at 8:40 p.m.

Janet Jeffcott, Mayor

Jeffrey L. King, City Clerk