

June 10, 2019

A regular meeting of the Manistique City Council was held on Monday, June 10, 2019, at 7:00 p.m. Present were Councilmembers Perilloux, Walker, Broullire, Rohde and Shiner. Also present was City Manager Aldrich and City Attorney Plackowski.

A. Minutes.

May 28, 2019

Moved by Councilmember Rohde, seconded by Councilmember Walker

APPROVE the minutes of the May 28, 2019 regular council meeting as presented.

Discussion.

Yes – Councilmembers Rohde, Walker, Broullire, Shiner, Perilloux
No – None

B. New Business.

1. Citizen Comments Regarding Agenda Items Only.

No Comments

2. Appointment of City Clerk.

Manager Aldrich Memo. Our current clerk will be leaving us. We have advertised for the position and have interviewed several applicants. Council would need to appoint a new City Clerk.

Moved by Councilmember Walker, seconded by Councilmember Rohde

APPROVE to appoint Jackie Jenerou to the position of City Clerk as presented.

Discussion

Yes-Councilmembers Walker, Rohde, Broullire, Shiner, Perilloux
No-None

3. 2019 Fourth of July Fireworks Display.

Public Safety Director Golat memo. I recommend that the Mayor be authorized to sign the 2019 Fireworks Display Permit for the Manistique 4th of July Committee. The fireworks plan has been reviewed and approved by the City's insurance and risk management advisors. The 2019 show will be provided at the same shooting site as in years past with adjustments in distances and security due to the existence of the Manistique Lakeshore Campground.

This display will be provided again by Great Lakes Fireworks of Eastpoint, Michigan and the show has been scheduled for Saturday, July 6, 2019 with a rain date of Saturday, July 13, 2019.

Moved by Councilmember Shiner, seconded by Councilmember Rohde

APPROVE for the Mayor to be authorized to sign the 2019 fireworks display permit as presented.

Discussion.

Yes – Councilmembers Shiner, Rohde, Broullire, Perilloux
No – None
Abstain-Walker

4. Policy on Federal Programs Allowability of Costs.

Manager Aldrich Memo. Please find attached a policy on allowability of costs for Federal programs that is recommended by CUPPAD. Peter VanSteen from CUPPAD sent this policy to our Treasurer and indicated this is the same policy used by other municipalities.

Moved by Councilmember Shiner, seconded by Councilmember Broullire

APPROVE the Policy on Federal Programs-Allowability of Costs as presented.

Discussion.

Yes – Councilmembers Shiner, Broullire, Rohde, Walker, Perilloux

No – None

5. Policy on Cash Management of Federal Programs.

Manager Aldrich Memo. Please find a policy required to receive and administer Federal Program funds. As with the prior policies, Peter VanSteen supplied us with the same policy he gave to other municipalities to adopt.

Moved by Councilmember Rohde, seconded by Councilmember Shiner.

APPROVE to accept the Policy on Cash Management of Federal Programs as presented.

Discussion.

Yes – Councilmembers Rohde, Shiner, Broullire, Walker, Perilloux

No – None

6. Conflict of Interest Policy.

Manager Aldrich Memo. Please find attached a policy covering conflict of interest that was prepared by CUPPAD. As with the prior policy, Peter VanSteen is indicating that this is the same policy used by other municipalities. We would need to adopt this policy.

Moved by Councilmember Walker, seconded by Councilmember Rohde

APPROVE to accept the Conflict of Interest policy as presented.

Discussion.

Yes – Councilmembers Walker, Rohde, Broullire, Shiner, Perilloux

No – None

7. Procurement Policy.

Manager Aldrich Memo. Please find attached a Procurement Policy to be adopted by Council. This policy was also provided to us by Peter VanSteen from CUPPAD. We will now need to adopt this policy the same as previous ones.

Moved by Councilmember Shiner, seconded by Councilmember Walker

Approve to accept the Procurement Policy as presented.

Discussion.

Yes – Councilmembers Shiner, Walker, Broullire, Rohde, Perilloux

No – None

8. Travel Policy

Manager Aldrich Memo. Please find attached a travel policy supplied to us by Peter VanSteen from CUPPAD. This policy will need to be adopted by Council the same as the prior policies.

Moved by Councilmember Rohde, seconded by Councilmember Broullire

APPROVE to accept the Travel Policy as presented.

Discussion.

Yes – Councilmembers Rohde, Broullire, Walker, Shiner, Perilloux
No – None

9. Contract for Water Discharge

Manager Aldrich Memo. Please find a proposed contract for water discharge from the company dredging in the Manistique River. Corey will explain to us at the meeting what they are needing from us. It is basically the same contract as the last time they dredged.

Corey Barr presented- This is the same exact contractor that was used in 2015 and 2016. Corey is asking permission for the Mayor to sign this contract.

Moved by Councilmember Shiner, seconded by Councilmember Rohde

APPROVE that Mayor Perilloux be able to sign the contract between the City of Manistique and White Lake Dock & Dredge as presented.

Discussion.

Yes – Councilmembers Shiner, Rohde, Broullire, Walker, Perilloux
No – None

10. Budget Amendments for FY19

Manager Aldrich Memo- We are approaching the end of our fiscal year and are required to amend each line of every fund to be as close to what the actual amount will be. You will find the amended budgets attached.

General Fund – 101

- Revenues are amended to the anticipated amount.
- Equipment Rent, 000-668.000, reflects the increase in snowfall.
- Please note that we are anticipating a Transfer from the Fund Balance as we cover the Recreation Fund and repairs on the compressor and equipment.
- Community Promotions was increased. This was offset by a reimbursement from the Manistique Tourist Council shown in line 000-676.004.
- The amended in Legal Fees, 210-804.003, reflects the projected fees from Miller Canfield.
- We amended Public Safety salaries as they appear to be a little low.
- DPW Fringes (MERS) was also increased as it was low.
- Transfer to Rec Fund, 751-999.004, was increased as explained above.

Moved by Councilmember Shiner, Seconded by Councilmember Rohde

Approve the General Fund budget amendment for fiscal year 2019 as presented.

Discussion

Yes-Councilmembers Shiner, Broullire, Rohde, Walker, Perilloux
No-None

Major Street Fund – 202

- Gas and Weight Tax was amended in each fund.
- Trunkline Dept 201 was amended to actual.
- We are anticipating a transfer from Fund Balance to cover the work on Chippewa and the added

snow removal.

- Maintenance is up covering the tar and chipping being done.
- Winter Maintenance, Dept. 478, was reflective of the excess snow.
- Please note that we transfer \$25,000.00 to Local Streets.

Moved by Councilmember Rohde, Seconded by Councilmember Shiner

Approve the Major Street Fund budget amendment for fiscal year 2019 as presented.

Discussion

**Yes-Rohde, Shiner, Broullire, Walker, Perilloux
No-None**

Local Street Fund – 203

- Gas and Weight Tax was amended in each fund.
- Trunkline Dept 201 was amended to actual.
- We are anticipating a transfer from Fund Balance to cover the work on Chippewa and the added snow removal.
- Maintenance is up covering the tar and chipping being done.
- Winter Maintenance, Dept. 478, was reflective of the excess snow.
- Please note that we transfer \$25,000.00 to Local Streets.

Moved by Councilmember Rohde, Seconded by Councilmember Shiner

Approve the Local Street Fund budget amendment for fiscal year 2019 as presented.

Discussion

**Yes-Rohde, Shiner, Broullire, Walker, Perilloux
No-None**

Marina Fund – 350

- The marina is closed for major traffic this summer so expenses such as salaries will be less.
- The transfer from the General Fund will also be less.

Moved by Councilmember Rohde, Seconded by Councilmember Shiner

Approve the Marina Fund budget amendment for fiscal year 2019 as presented.

Discussion

**Yes-Rohde, Shiner, Broullire, Walker, Perilloux
No-None**

Marina Construction Project – 411

- This fund will account for the construction at the marina.
- This project is a DDA project.

Moved by Councilmember Walker, Seconded by Councilmember Shiner

Approve the Marina Construction Project Fund budget amendment for fiscal year 2019 as presented.

Discussion

**Yes-Walker, Shiner, Broullire, Rohde, Perilloux
No-None**

Michigan Lakeshore Campground – 415

- The campground is doing well, and reservations are up.

Moved by Councilmember Rohde, Seconded by Councilmember Broullire

Approve the Michigan Lakeshore Campground Fund budget amendment for fiscal year 2019 as presented.

Discussion

**Yes-Rohde, Broullire, Walker, Shiner, Perilloux
No-None**

Landfill 2002 Construction Fund – 417

- Please note that Landfill has a transfer from the Fund Balance.

Moved by Councilmember Shiner, Seconded by Councilmember Rohde

Approve the Landfill 2002 Construction Fund budget amendment for fiscal year 2019 as presented.

Discussion

**Yes-Shiner, Rohde, Broullire, Walker, Perilloux
No-None**

Downtown Development Authority Fund – 494

- DDA is pretty self-explanatory.
- Expenses remain consistent with prior budgets.
- Please note their biggest expenses are the bond payments and interest.

Moved by Councilmember Walker, Seconded by Councilmember Shiner

Approve the Downtown Development Authority Fund budget amendment for fiscal year 2019 as presented.

Discussion

**Yes-Walker, Shiner, Broullire, Rohde, Perilloux
No-None**

Ambulance Fund – 505

- Please note the purchase of the new equipment in line 000-970.000.
- This purchase will require us to use some of our Fund Balance.

Moved by Councilmember Shiner, Seconded Councilmember Rohde

Approve the Ambulance Fund budget amendment for fiscal year 2019 as presented.

Discussion

**Yes-Shiner, Rohde, Broullire, Walker, Perilloux
No-None**

Recreation Building Fund – 508

- Recreation is a challenge.
- Income from the Hockey Association was down.
- Utilities remain one of their biggest expenses.
- Please note the repair costs were up.
- This will increase the transfer from the General Fund.

Moved by Councilmember Shiner, Seconded by Councilmember Rohde

Approve the Recreational Building Fund budget amendment for fiscal year 2019 as presented.

Discussion

Yes- Shiner, Broullire, Rohde, Perilloux
No-None
Abstain-Walker

Water Supply System Fund – 591

- o Corey amended the two funds to reflect actual and anticipated.
- o I will refer to Corey with your questions.

Moved by Councilmember Rohde, Seconded by Councilmember Shiner

Approve the Water Supply System fund budget amendment for fiscal year 2019 as presented.

Discussion

Yes-Rohde, Shiner, Broullire, Rohde, Walker, Perilloux
No-None

Sewer Supply System Fund – 590

- o Corey amended the two funds to reflect actual and anticipated.
- o I will refer to Corey with your questions.

Moved by Councilmember Walker, Seconded by Councilmember Rohde

Approve the Sewer Supply System Fund budget amendment for fiscal year 2019 as presented.

Discussion

Yes-Walker, Rohde, Broullire, Shiner, Perilloux
No-None

11. Citizens Comments.

Fred Jenerou- 323 N. Maple: Expressed concerns in reference to the train tracks on Chippewa Avenue.

Bonnie Garvin-Lake Drive: Expressed concerns of safety/fire hazard on South Cedar Street. Bonnie also expressed concerns of the need for a new flag at City Hall.

Jennifer Watson- Ash Road: Expressed interest in a 3-5-year projection of the Campground profits, search for two sets of minutes, the cost of the water bills and more recognition to m-Bank for the donation of the monies for the fireworks display this year.

12. Reports and Communications.

Mayor Perilloux-Talked about what he learned at the MML Conference he attended.

Corey Barr-Water will be taken out of service and tested; the plant will need to be staffed 24 hours a day during that testing. Corey also addressed comments that the Mayor had about the MML Conference. Corey addressed a break they had last week as well.

Paul Walker- Talked about the Siphon Bridge Celebration and Pioneer Days Celebrations that will be coming up soon.

The regular meeting of the Manistique City Council adjourned at 9:15 p.m.

Michael Perilloux, Mayor

Jacqueline Jenerou-LaCosse
City Clerk