

REGULAR CITY COUNCIL MEETING
May 10, 2016

The Regular City Council Meeting was called to order by Mayor Bronson in the Council Chambers at City Hall at 7:00 p.m.

Roll Call:

Present: Riddle, Couture, Kwiatkowski, Bronson, Temple and King

Absent: Lavender

Councilwoman Riddle led the Pledge of Allegiance to the Flag.

Councilman King moved to excuse Councilman Lavender; supported by Councilwoman Kwiatkowski. Motion carried unanimously.

Approval of Agenda, and Receive and File all Communications:

Councilwoman Riddle moved to approve the Agenda and receive and file all communications; supported by Councilman Temple. Motion carried unanimously.

Approval of Prior Meeting Minutes:

▪ **Regular City Council Meeting Minutes – April 26, 2016.**

Councilwoman Kwiatkowski moved to approve the Regular City Council Meeting Minutes of April 26, 2016 as presented; supported by Councilman King. Motion carried unanimously.

Communications and Petitions:

- **Presentation by Cheboygan Area Arts Council/Shawn Sheldon & Vicky Pryzynski, Exec. Director – New Sound Equipment Purchase** – Ms. Vicky Pryzynski, Executive Director of the Cheboygan Area Arts Council (CAAC), introduced herself, noting that the CAAC is the managing entity of the Opera House. She provided packets that not only include an outline of the proposal for new sound equipment, but also the Opera House financials for the last fiscal year to date. Presently the Arts Council is in the red and has been for the past several years; they are and will continue to work very hard to raise the revenue needed to operate the Opera House. She noted that the amount that the CAAC has transferred for the operation of the Opera House is highlighted. She stated this evening they are requesting financial support for updating the sound equipment because technology is catching up to them. The performers that now come into the Opera House have updated their equipment but problems arise when they attempt to plug their system into ours, as our equipment has not been updated for quite a while. She then introduced Mr. Shawn Sheldon, who has been working the sound for all the large performances for many years. There is no one more knowledgeable about the present sound system than Mr. Sheldon.

Mr. Shawn Sheldon stated the current sound system is 10 to 15 years plus old. Some items in the system are a little older at 20 plus years. The new system they decided on is in three separate steps; Step One being the sound system. They have been shown a wireless system, which is our answer. The system to the left in the Opera House technically would be gone. It would be moved under the stage or backstage. The unit they propose would be almost completely wireless and would give them everything plus more. It would make us available for performers who want to

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come here not only because of the Opera House but also because of the system that is available to them.

Mr. Sheldon stated alternative systems to the one that he is proposing are on page 2. The system he is proposing is about \$4,000.00, which includes the digital mixer and the control surface that we would use for such things as plays and stage performances. The systems that are comparable to this are in the realm of \$9,000.00 to \$15,000.00. Mr. Sheldon briefly explained the sound systems.

He went on to explain that a small computer tablet would be needed to control the new system. He also stated a speaker system is needed as the current one is 10 plus years and shows some limitations during performances. There is also need for an intercom system to replace the aging current system, which is estimated at \$4,500.00. New microphones are needed as the current ones in use are close to 20 years old. The wireless microphone system, which was donated about 10 years ago, is about 15 to 18 years old and needs replacing. Finally a small minor backstage reconfiguration is needed to make things more accessible and “Dennis” has offered to donate his time to reconfigure this area.

Councilmembers asked questions, which were answered by Mr. Sheldon and Ms. Pryzynski. Ms. Pryzynski stated they realize the City’s fiscal year begins July 1 and they are not in the City’s budget for the current fiscal year and are asking consideration to share costs. She then stated the Opera House is in a fundraising mode, noting the upcoming raffle. They will continue to raise revenue to put into the Opera House and maintain what they can. They are simply asking for consideration to be able to update pretty quick and would like to have it ready for September. Clerk/Treasurer Kwiatkowski asked Ms. Pryzynski if she has talked to any of the local service groups. Ms. Pryzynski replied not yet. Mr. Sheldon briefly reviewed the problems they are having when the current equipment, including him having to bring in a separate mixing board to accommodate all the channels that a performer would use. Many bands or performers will want more than 16 channels. It was briefly explained that equipment donations were made by Mike Fornes and Chris Wright over the years.

Councilman King stated he totaled \$13,094.00 for everything that is needed. He then asked if recordings are a possible revenue maker for the Opera House or would there be a conflict. Mr. Sheldon replied an agreement would have to be made between the artist and the Opera House, etc. with each performer. Councilman King inquired about the cables and direct boxes, asking if these are supplied by the artists a lot of times. Mr. Sheldon stated the Opera House has been replacing those as needed.

Councilwoman Riddle asked when the high school has their play or the schools have their recitals does the Opera House have the availability of taping those, or does someone else come in and do it. Mr. Sheldon stated someone else comes in, whoever is contracted. Councilman King commented there are laws that govern that. Ms. Pryzynski stated this is being done already by the CAAC. She pointed out when the high school comes in, Mr. Sheldon brings in his personal equipment to outfit everyone on stage with microphones to help make a performance happen. Mr. Sheldon stated the proposed new equipment makes everything much more flexible, commenting on the current box that is located on stage. With new equipment he could be located anywhere and not be in sight of any of the performers or in their sight line. Councilman King commented on the

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ease of saving the settings for a performance to be used year after year. Councilwoman Riddle asked if the longevity of this equipment is good. Mr. Sheldon stated they are hoping the longevity is the same as the current equipment, noting without technology things become obsolete in a certain amount of time. He added wireless is the way things are going and PerSonus is a highly rated company. All you have to do is change the software inside and you have a box that will last for quite a while. City Manager Eustice asked if eliminating the soundboard would add additional seating. Mr. Sheldon replied yes, 4 to 6 more people in premium seating.

City Manager Eustice asked Mr. Sheldon what the best option is, i.e. Step One - \$4,269.00. If the City could help with that is that something they could start with or do they need the entire system now. Mr. Sheldon informed Council the speakers are owned by Mike Fornes. Ms. Pryzynski added that when they are updated, the speakers will be returned to Mr. Fornes. She stated it would be nice to get the entire system for consideration in the next budget year. She then stated she would be paying less hours for a tech crew. Ms. Pryzynski stated when she speaks and negotiates with the presenter they always ask what kind of equipment we have and it is affecting them coming into the house. Mr. Sheldon stated he was told years ago we brought some pretty big names to the Opera House because we had the equipment to accommodate them. Now those people can't make it because they would have to bring a semi-truck worth of stuff, but with the new equipment they only need bring the bare minimum. Mayor Pro Tem Couture stated this sounds like it is a reasonable and necessary upgrade. Clerk/Treasurer Kwiatkowski commented one thing we should look at is we subsidize the Opera House for \$21,000.00 each year and if Council wants to consider doing something we can increase that, noting budgets will be brought to Council in June.

Bills and Disbursements:

▪ Prepaid Bills and Disbursements for the Month of April 2016.

Mayor Pro Tem Couture inquired on the payment to Country Cleaning for blight services. Clerk/Treasurer Kwiatkowski stated this was for a house clean-up on Mackinaw Avenue. City Manager Eustice stated the City paid this, but it will be placed on the property taxes. Councilwoman Kwiatkowski inquired on payment to Michael VanFleet. City Manager Eustice stated Mr. VanFleet did all the skate sharpening over the last two years, but the City is now taking it back. Mr. VanFleet spent close to \$6,000.00 to do some upgrades to the sharpening machine and training through Maximum Edge, which also appears in the prepaid bills. City Manager Eustice stated we bought that machine back and part of the \$800.00 is for services Mr. VanFleet provided. The Ice Rink will now run all the skate sharpening and should profit about \$4,500.00 a year. Councilwoman Kwiatkowski then inquired on payment to Plunkett & Cooney. City Manager Eustice stated this is for legal services for a Department of Public Safety personnel issue and does not want to elaborate on it.

Councilman King moved to approve the prepaid bills and disbursements for the month of March 2016 in the amount of \$527,218.15; supported by Mayor Pro Tem Couture. A roll call vote was taken; motion carried unanimously.

▪ Unpaid Bills and Disbursements for the Month of April 2016.

Ms. Trudy Lofgren inquired on bills for Stan's Electric and Werner Plumbing & Heating, which both have to do with the Ice Arena. Clerk/Treasurer Kwiatkowski stated the expense for the Ice

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Arena was rewiring and resetting a light fixture outside the arena, which was blown over in a storm and is covered by insurance.

Councilman King moved to approve the unpaid bills and disbursements for the month of March 2016 in the amount of \$36,006.49; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

Department, Board and Commission Reports:

- **Port Commission, April 4, 2016** – City Manager Eustice stated he would like to in the next week or so, now that Mr. Mark Lorenz is back, is have a special meeting of the Port Commission or a joint meeting with a couple members of the Port Commission and the City Council to look at a counter-offer for Durocher Marine. He went on to state they are a willing buyer and a participant in the Port of Cheboygan and have made an offer on the property, but we need to take a look at that offer and make a counter-offer. Mayor Bronson asked if the City Manager wants to wait until the Ryba transaction is complete. City Manager Eustice stated that is probably wise. Councilwoman Riddle stated she likes the idea of a special meeting because that way the whole Council is on the same page and is not getting anything second hand and is hearing the thoughts and concerns of the Port Commission. City Manager Eustice stated he will make contact with Mr. Lorenz. Mayor Bronson asked when the Ryba closing is. City Manager Eustice replied it is tentatively scheduled for Tuesday, May 17; and if not, Friday, May 20. He noted there is one minor issue they are trying to clean up. Mayor Bronson asked the City Manager to check schedules for a special City Council meeting, noting we may be able to have it before the next City Council meeting on May 24.

- **Planning Commission, April 18, 2016** – Mayor Bronson asked if elections for the Planning Commission will be held next month. City Manager Eustice replied yes, as we need to reappoint two members to the Commission later in this meeting so officers can be elected next month. City Manager Eustice stated the Planning Commission meeting scheduled for Monday, May 16 was cancelled today, noting Mr. Dick Carlisle has the final Zoning Ordinance ready but does not know when he will have it. He is postponing the Planning Commission meeting to give the Commissioners time to review the final draft, stating he is hoping to have a Planning Commission meeting on Monday, May 23 so the Commission make a recommendation to the Council. He commented on the new Ordinance being updated to 2016 and easier to understand, which will be very helpful for future investment and development. Councilwoman Riddle asked if this will totally replace the Ordinance book that Council has and will it be in binder form. City Manager Eustice replied this is just the Zoning Ordinance and Sign Ordinance sections. Clerk/Treasurer Kwiatkowski stated once the Ordinance is approved he will send the same to American Legal Publishing for the upgrades.

Resolutions:

- **Consideration of Resolution to Pursue Certification for a Redevelopment Ready**

- **Community** – City Manager Eustice explained that a Redevelopment Ready Community is something the City has been in the process of getting a certification for. It is a Michigan Economic Development Corporation (MEDC) certification and will help us with grant funding. It is a program that develops best practices for the municipality. There are six best practices and in working with the MEDC we have gone through all six of those best practices, but there are certain things we need to upgrade. MEDC will eventually have an independent audit once we put all the

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best practices in place to see if we are actually doing what we are telling them what we are doing as a municipality to be a Redevelopment Ready Community. We will not know who the person is that is auditing us and we may not know that they are here. City Manager Eustice then stated there is no cost, other than staff cost, to get this certification. It is very beneficial, also, in developing our municipal resources for Redevelopment Ready Communities. We are on the fast track right now to get a grant through the MEDC for infrastructure improvements. The grant just came out on April 27 and it needs to be in May 27. City Manager Eustice stated he is scheduled to go to a training seminar on May 18 and 19. Following the passing of the Resolution and his attendance at the seminar, we will be officially engaged with the MEDC to try and become a Redevelopment Ready Community. Attendance at the seminar and the Resolution also gets the City points for the grant application. City Manager Eustice explained under this grant there is called the “infrastructure capacity enhancement”, noting there is 8 million dollars available in the State of Michigan; the grants are \$500,000.00 to \$1,000,000.00. We are going to apply for the million dollar grant for low to moderate income communities. He feels we will be looked at very favorably because we should get 90 points on a 100 point scale system.

Mayor Pro Tem Couture moved to adopt the Resolution for a Redevelopment Ready Community; supported by Councilwoman Kwiatkowski. A roll call vote was taken; motion carried unanimously.

RESOLUTION

The Redevelopment Ready Communities (RRC) is a state-wide program of the Michigan Economic Development Corporation (MEDC) that certifies communities that actively engage stakeholders and plan for the future. A RRC certification signals to business owners, developers, and investors that the community has removed development barriers by building deliberate, fair, and consistent processes to attract investment.

WHEREAS, the Michigan Economic Development Corporation (MEDC) has developed a program for certifying Redevelopment Ready Communities (RRC) and the City of Cheboygan desires to achieve the certification by implementing best practices and recommended strategies for redevelopment; and

WHEREAS, RRC is a program that provides technical assistance to and certifies Michigan communities who actively engage stakeholders and plan deliberate, fair and consistent processes; and

WHEREAS, the City of Cheboygan recognizes the value of the RRC Program and seeks to improve its development readiness via a detailed review of its development processes, including its Master Plan, Capital Improvement Plan, Downtown Development Plan, Zoning Ordinances; and

WHEREAS, the RRC program includes evaluating and strengthening the development-related partnerships between the City Council and stakeholder organizations, such as the MEDC, City of Cheboygan Downtown Development Authority, and City of Cheboygan Planning Commission and

WHEREAS, the RRC Certification is a multi-year process. The pace of the adoption of best practices will be based on the City’s capacity and therefore no deadline is established.

NOW THEREFORE BE IT RESOLVED that the Cheboygan City Council hereby authorizes the City of Cheboygan to engage with Michigan Economic Development Corporation’s Redevelopment Ready Community (RRC) program. The City of Cheboygan hereby commits to the RRC Best Practices and evaluation process with the intent to improve our processes and communications with our stakeholders.

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The Cheboygan City Council will continue to work with MEDC as our community moves forward in seeking RRC certification.

General Business:

▪ **Consideration of Bids – Pinehill Cemetery Tree Removal** – Clerk/Treasurer Kwiatkowski reported that we received six bids, ranging from \$27,800.00 (Williams Tree Service) to \$79,500.00 (Vieau’s Tree Service). He and DPW Director Karmol met with Mr. Lance Williams after looking at the bids to clarify a couple of things. Their recommendation is to accept the low bid from Williams Tree Service in the amount of \$27,800.00. Councilwoman Riddle questioned in the Willcome Tree Service bid the mentioning that any oak trees that are trimmed will be sealed with a pruner seal to help prevent the spread of Oak Wilt Disease. She stated this is something very prevalent in Michigan right now. She then asked if there is any way we can check with Williams Tree Service and see what they would do on the trimming of oak trees, because it is real easy to spread that disease which is wiping out whole areas of oak trees. Clerk/Treasurer Kwiatkowski stated he gets the impression in Pinehill Cemetery that would be a moot point because those trees are extremely old and a lot of them are dying; the ones we are taking out are way past their prime. He stated he can talk to Mr. Williams and see what he says. Councilwoman Riddle asked how many oaks will be trimmed. Clerk/Treasurer Kwiatkowski replied there are approximately 40 oaks that are going to be trimmed and 39 that are going to be taken out. Councilwoman Riddle stated the disease does hit mature oaks. Councilman Temple asked if we are going to let who gets the bid know that we need this done right away, because it should have been done a while back and Memorial Day is coming up and the Cemetery is a mess. Clerk/Treasurer Kwiatkowski informed Council that Mr. Williams is going to try and have it done before Memorial Day. The Clerk/Treasurer’s main concern is that it is in the old part of the Cemetery there are a lot of graves that don’t have vaults and you don’t know what’s going to happen when you are stumping so it will be an interesting venture.

Mayor Pro Tem Couture moved to award the bid for Pinehill Cemetery Tree Removal to Williams Tree Service in the amount of \$27,800.00; supported by Councilman Temple. A roll call vote was taken; motion carried unanimously.

▪ **Consideration to Appoint City Manager to Sign All Closing Documents for Real Estate**

Purchase by Morrish Marine LLC – City Manager Eustice stated this is clean-up that we need to do before closing with Morrish Marine LLC. The Council made a motion for the City Manager to sign the purchase agreement and Cheboygan Title would also like a motion to appoint the City Manager to sign all closing documents.

Mayor Pro Tem Couture moved to appoint the City Manager to sign all closing documents for the real estate purchase by Morrish Marine LLC.; supported by Councilwoman Kwiatkowski.

Yes Votes: Council Members Temple, Couture, King, Kwiatkowski, Riddle and Bronson

No Votes: None

Absent: Lavender

▪ **Consideration to Reappoint James Granger and James Maynard to the Planning Commission – Terms to Expire May 5, 2019** – City Manager Eustice stated the terms of James Granger and James Maynard expired on May 5, 2016 and they both would like to be reappointed to the Planning Commission for a three year term.

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Councilwoman Riddle moved to reappoint James Granger and James Maynard to the Planning Commission with terms to expire May 5, 2019; supported by Councilman King. Motion carried unanimously.

Public Comments:

Ms. Trudy Lofgren inquired who Morrish Marine LLC is. City Manager Eustice replied it is a company that Ryba Marine has and they are purchasing the southernmost 300 feet adjacent to Ryba Marine.

City Clerk/Treasurer's Comments: *(None.)*

City Manager's Report:

- **U.S. 23 Bridge Replacement Project** – City Manager Eustice reported the U.S. 23 Bridge Project is backed up a little bit, noting it was tentatively scheduled to be finished on July 18th. The contractor had some issues including hitting some utilities, being natural gas, and they were down for 11 days. Their target date is now July 29. He noted the original bridge was put in in 1941.
- **Spring Clean-Up** - City Manager Eustice stated they are finishing spring clean-up through this week. Clerk/Treasurer Kwiatkowski commented when they met with Mr. Lance Williams on the Pinehill Cemetery project there will be a lot of firewood. It is going to be given away. Mr. Williams has even offered to drop it off if it is relatively close to the City. If anyone is interested they can contact Mr. Williams at the Cemetery. Councilwoman Kwiatkowski inquired when the spring clean-up will take place on Duncan Avenue. Clerk/Treasurer Kwiatkowski stated DPW Director Karmol stated it will be done this week. Mayor Bronson commented he sees the street sweeper out quite a bit.

Messages and Communications from Mayor Pro Tem and Council Members:

- **Blight on Duncan Avenue** – Councilwoman Kwiatkowski commented on the blight on Duncan Avenue, noting a white car up on blocks with the hood or trunk up most of the weekend on the street, but now it is down. City Manager Eustice stated he will go look at that. Chief Jones stated it is scheduled for a tow if not gone by tomorrow. City Manager Eustice stated our part-time officer, Danny Stacks, recently took a full-time job with Cheboygan County. The City is still enforcing the Blight Ordinance as best they can.
- **Street Sweeper** – Councilman Temple asked City Manager Eustice to check and see if more water needs to be added to the street sweeper due to the amount of dust in the air. City Manager Eustice will check with DPW Director Karmol.
- **Beautification through the Chamber** – Councilman King asked Ms. Trudy Lofgren if she is still involved in the beautification effort through the Chamber. Ms. Lofgren replied no. Councilman King mentioned the “welcome to Cheboygan sign” by the U.S. 23 Bridge by LeDuc’s. Ms. Lofgren stated she will mention it to the Chamber.
- **Court Street/X-Treme Asphalt** – Mayor Bronson asked for an update on the moving of the paving company from Court Street. City Manager Eustice stated the property is not zoned for that and the owner knows that. Last fall he told the City Manager he was going to move the operation, but he is trying to find a location. He would still be able to operate a snowmobile parts business at the Court Street location. Mayor Bronson stated it looks like there is more equipment there now than there has been. Councilwoman Riddle asked if there is a time limit when he has to remove

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the equipment. City Manager Eustice stated he has not given him an exact time limit, but he can and will put it in writing. Councilman Temple stated Mr. Doremire is even working on his trucks there, i.e. changing oil and tires. City Manager Eustice commented there is also a trailer there with the wheels removed. Mayor Bronson told the City Manager we need to keep this on the calendar.

Adjournment:

Councilman King moved to adjourn the meeting at 8:07 p.m.; supported by Mayor Pro Tem Couture. Motion carried unanimously.

Mayor Mark C. Bronson

Clerk/Treasurer Kenneth J. Kwiatkowski

Councilman Joseph Lavender

Councilwoman Winifred L. Riddle

Councilman Vaughn Temple

Councilman Nathan H. King

Mayor Pro Tem Nicholas C. Couture

Councilwoman Betty A. Kwiatkowski