

**City of Marine City
City Commission
January 21, 2016**

A regular meeting of the Marine City Commission was held on Thursday, January 21, 2016, in the Fire Hall, 200 South Parker Street, Marine City, Michigan, and was called to order by Mayor Skotarczyk at 7:00 pm.

After a prayer offered by Father Rooney, the Pledge of Allegiance was led by Mayor Skotarczyk.

Present: Mayor Raymond Skotarczyk, Commissioners Terrance Avery, Elizabeth Hendrick, Dianne Lovett, Raymond Meli, David Simpson, James Turner, City Manager Elaine Leven, City Clerk Kristen Baxter

Communications

The following Communications were received:

- DEQ Waterworks System Operator ~ Aaron Atkinson (DPW)
- Strategic Communication Solutions ~ Update
- Proposed Fence Ordinance

Motion by Commissioner Lovett, seconded by Commissioner Meli, to accept and file the Communications. All Ayes. Motion Carried.

Public Comment

Larry Biscorner, 415 Carroll Street, inquired if the proposal was put on the March 8, 2016 in an attempt to avoid the vote of senior citizens who go to Florida during this time.

Gary Kohs, 430 S. Water Street, announced the Premier of ***The Great Alone*** on February 9, 2016 at the Mariner Theatre. Due to an agreement that Mr. Kohs made with Hollywood, similar future premiers will also be scheduled at the Mariner.

Robert Blanchard, 622 Alger, announced the Port Huron Chili Fest on January 23, 2016 and said there were many fun activities to enjoy, including the Bed Race.

Approve Agenda

The following amendment was made to the Agenda:

- Item #11-C ~ DEQ Brownfield Grant & Loan – Inn on Water Street was moved to Item #11-G.
- Item #11-D ~ Special Event Permit for Maritime Days Festival moved up to Item #11-C.
- Item #11-E ~ Proposed Beach Pavilion/Restroom Facilities moved up to Item #11-D.
- Item #11-F ~ Resolution No. 01-2016 (Safe Routes to School) moved up to Item #11-E.
- Title VI Non-Discrimination Plan moved up to Item #11-F.

Motion by Commissioner Lovett, seconded by Commissioner Simpson, to approve the Agenda, as amended. All Ayes. Motion Carried.

Approve Minutes

Motion by Commissioner Lovett, seconded by Commissioner Simpson, to approve the City Commission Special Meeting Minutes of December 14, 2015, as presented. All Ayes. Motion Carried.

Motion by Commissioner Lovett, seconded by Commissioner Simpson, to approve the City Commission Regular Meeting Minutes of December 17, 2015, as presented. All Ayes. Motion Carried.

Motion by Commissioner Lovett, seconded by Commission Simpson, to approve the City Commission Special Meeting Minutes of December 29, 2015, as amended. All Ayes. Motion Carried.

Consent Agenda

The following Consent Agenda items were presented:

- Planning Commission Meeting Minutes ~ November 9, 2015
- Departmental Activity Reports

- MCAFA Run Report
- Business License ~ Michael Brothers (Relocation)

Motion by Commissioner Lovett, seconded by Commissioner Simpson, to accept the Consent Agenda and file, as presented. All Ayes. Motion Carried.

UNFINISHED BUSINESS

Ready to Serve Fee Amendment ~ Ordinance No. 2016-01 (Introduction)

Motion by Commissioner Simpson, seconded by Commissioner Lovett, to approve the introduction of Ordinance No. 2016-01 ~ Amend Public Works Title V, Chapter 51 by adding “Exemption from Ready to Serve Fees”, as presented. All Ayes. Motion Carried.

NEW BUSINESS

Board Appointments

Dangerous Building Board of Appeals

Applications were received from the following residents:

- Graham P. Allan ~ 801. S. Water Street
- George B. Hoyer ~ 6533 River Road

Motion by Commissioner Lovett, seconded by Commissioner Simpson, to approve the appointment of Graham P. Allan and George B. Hoyer to the Dangerous Building Board of Appeals for a term expiring December 31, 2018. All Ayes. Motion Carried.

Election Commission

Motion by Commissioner Hendrick, seconded by Commissioner Simpson, to appoint Commissioner Avery to the Election Commission. All Ayes. Motion Carried.

Special Event Permit ~ Maritime Days Festival

Melisa and Robert Blanchard announced the 37th Annual Maritime Days Festival will be held on August 5-7, 2016. Although the plans are still incomplete, Melisa said the event will again be focused on family.

Commissioner Avery spoke about how the closure of South Water Street affected some of the local businesses last year, and asked what could be done to alleviate the problem. Commissioner Meli said another problem from last year was with the layout of vendors in relation to businesses. Mr. Meli asked that the vendors be placed accordingly so they weren't in conflict with local businesses.

A discussion then took place on street and sidewalk closures, placement of vendors and port-a-potties, and communication/participation with local businesses. Mr. Blanchard said that the layout for the festival was being modified slightly to leave roads open as long as possible prior to an event, as well as leaving sidewalks open for foot traffic. Mr. Blanchard reported that the festival brings in 20,000 to 25,000 people to town over the course of the weekend, which should offset any negative impact from the road closures.

Commissioner Turner asked the festival committee to reach out and communicate with the local businesses regarding scheduled events, as well as times and dates of road closures.

Motion by Commissioner Simpson, seconded by Commissioner Hendrick, to accept the preliminary plans and dates for the Maritime Days Festival, as presented. All Ayes. Motion Carried.

Proposed Beach Pavilion/Restroom Facilities

In a letter addressed to the City Commission, Department of Public Works Superintendent, Michael Itrich informed the Board that local business owner, Chafic Kadouh, would like to donate a pavilion and restroom facilities for the South Beach Park. The proposed project would consist of a 50 foot x 25 foot pavilion and an 18 foot x 25 foot restroom/supply room facility. The project would have zero cost impact to the city, but Mr. Kadouh asked that all permit fees be waived for the project.

At this time, Mr. Kadouh addressed the Board and said that Marine City was his home and he was so thankful for the years of support he received, that he wanted to give back to the community. He added that he would be also purchasing the tables and benches needed to fill the pavilion.

Mayor Skotarczyk asked about care and maintenance of the pavilion and restrooms. DPW Superintendent Itrich advised that local business owners were working on getting beach attendants to take care of the beach, park, restrooms and pavilion.

Motion by Commissioner Simpson, seconded by Commissioner Hendrick, to offer a motion of support and waive all fees associated with the Beach Pavilion/Restroom Facilities project, as presented. All Ayes. Motion Carried.

Resolution No. 01-2016 ~ Safe Routes to School

Michael Hilfinger, Strategic Communication Solutions representative, advised the Board that the resolution was to apply for an MDOT Transportation Alternative Program grant that would make routes to school safer.

Commissioner Lovett said the grant will provide more safety within our community for the entire community, not only school-aged children.

Mayor Skotarczyk asked what the city's responsibilities were if they approved the resolution. Mr. Hilfinger responded that once the city applies for the grant, they will need to explore other ways to fund the engineering costs, which are not included with the grant.

Commissioner Avery asked what authority the Commission had to drive costs into future administrations. Mr. Avery said that this was what the city was currently facing with the inability to maintain sidewalks.

Motion by Commissioner Lovett, seconded by Commissioner Simpson, to approve Resolution No. 01-2016 for the Safe Routes to School Program. All Ayes. Motion Carried.

Title IV Non-Discrimination Plan

City Manager Leven explained that the plan was required from the State of Michigan for any communities that work with MDOT with any type of road project. Due to the resignation of former City Manager John Gabor, the plan needed to be updated with a newly-appointed coordinator. The responsibility of the appointed coordinator would be to make sure they are aware of all the requirements for the Non-Discrimination Plan and pass the information down to Department Heads and Commission Board members.

Commissioner Avery suggested that the Board vote annually on the plan so they may look at what costs might be involved. Mr. Avery said he was concerned about future costs to the administration.

City Manager Leven informed the Board that without approval of the plan, the city would not be eligible to participate in future MDOT projects.

Commissioner Simpson said he felt that the benefit outweighed any costs that the city may incur.

Motion by Commissioner Lovett, seconded by Commissioner Simpson to approve the Title IV Non-Discrimination Plan, as presented. Ayes: Skotarczyk, Hendrick, Lovett, Meli, Simpson, Turner. Nay: Avery. Motion Carried.

DEQ Brownfield Grant & Loan ~ Inn on Water Street

Michael Hilfinger, Strategic Communication Solutions representative, explained that the Inn on Water Street was awaiting approval from the MDEC on grant and no-interest loan funds to move the process forward. Mr. Hilfinger said the outlook was favorable and they should have an answer within several weeks.

Commissioner Hendrick said she would like to see a breakdown of what funding was coming from grants, loans, and tax abatements.

Because the documents were approved at the November 5, 2015 meeting and authority was given to City Manager Leven to sign the contracts, the Board commented that the review was for informational purposes only, and that no action was required.

FINANCIAL BUSINESS

Disbursements

Motion by Commissioner Lovett, seconded by Commissioner Simpson, to approve total disbursements, including payroll, in the amount of \$589,747.02, as presented. Roll Call Vote. Ayes: Skotarczyk, Avery, Lovett, Simpson, Turner. Nays: Hendrick, Meli. Motion Carried.

Preliminary Financial Statements

Motion by Commissioner Lovett, seconded by Commissioner Simpson, to approve the Preliminary Financial Statements, as presented. All Ayes. Motion Carried.

CITY MANAGER REPORT

City Manager Leven provided updates on the following:

- Attended Blue Meets Green Meeting
- Attended TIFA and Historical Meetings
- Met with representative from Honeywell on a no-cost feasibility study on energy and operation costs
- Met with representative from MML on a worker's comp annual review
- Working with the County to repair emergency siren

COMMISSIONER PRIVILEGE

Commissioner Turner said that 2016 was off to a grand start with the upcoming events at the Mariner Theatre, the proposed new pavilion, and the hotel project moving forward.

Commissioner Lovett said she was looking forward to the Detroit Free Press doing an article on the Mariner Theatre and the City. She said the article would verify the great city that Marine City is.

Commissioner Hendrick asked for the city to proceed with a Town Hall Meeting on the beach process. She reminded people to remove snow from the sidewalks.

Commissioner Avery said he was amazed at the amount of school-aged people walking through Fairbanks Street and also asked everyone to keep their sidewalks clean of snow and ice. Mr. Avery also reported that Marine City had recently lost a man who loved Marine City – James Cain.

Commissioner Simpson reported that the Planning Commission spent a great deal of work on the proposed fence ordinance and asked that a decision be made well before the fence season. He also asked that the beach parking issue move forward, as well as the police department decision (prior to budget workshops) to keep the department, or contract with the St. Clair County Sheriff's Department. Mr. Simpson said we owe the Marine City Police Department and the citizens of Marine City a permanent solution to policing the city.

Mayor Skotarczyk wished everyone a Happy New Year and said he was very encouraged for the city with the gift of the new proposed pavilion. He said the gift shows what people think of the city. He said a lot of work is in store for 2016, but said he felt confident that it would all get done.

Adjournment

Motion by Commissioner Hendrick, seconded by Commissioner Meli, to adjourn at 9:01 pm. All Ayes. Motion Carried.

Respectfully submitted,

Kristen Baxter

Kristen Baxter
City Clerk