

Mayor Brown called the first meeting of the eighty-fourth Harbor Springs City Council to order at 7:00 p.m. in the City Council Chambers at the City Hall, 160 Zoll Street, Harbor Springs, Michigan.

1. Roll Call and Verification of Quorum

City Council:

Present: William M. Brown Jr., Matt Bugera, John L. Cupps, Jeffrey V. James, Pringle Pfeifer

Deputy City Clerk Main stated that a quorum was present.

Also Present: City Manager Thomas C. Richards, City Attorney James T. Ramer, Police Chief Daniel J. Branson, Deputy City Clerk Michelle R. Main, outgoing City Clerk Ronald B. McRae, and incoming City Clerk Nick Whitaker

2. City Clerk / Comptroller / Treasurer

A. Approval of Minutes

#8414 – Motion by James, second by Cupps, to approve the minutes of the November 7, 2016 regular City Council Meeting as read.

Ayes – 5
Nays – 0

Motion carried.

B. Approval of Bills

I have examined the bills appearing on the vouchers listed below and recommend they be allowed and payment made from the following funds:

<u>Voucher number</u>	<u>Description</u>	<u>Payment to or for</u>	<u>Fund</u>	<u>Amount</u>
8430	Wire	MPPA 11/09/16	Electric	\$21,761.19
8431	Wire	Sales Taxes & Withholding 11/09/16	General	\$5,230.73
			Electric	\$11,966.55
8432	Payroll	P.P.E. 11/13/16	General	\$45,534.75
			Major St.	\$401.73
			Local St.	\$786.73
			Historical	\$560.88
			DDA	\$28.64
			Electric	\$13,648.49
			Water/Sewer	\$4,840.56
			Waterfront	\$1,492.24
			Equipment	\$1,139.98
8433	Wire	MPPA 11/16/16	Electric	\$43,042.34
8434	A/P	Trust Payouts 11/1/16	Trust	\$51,307.78

8435	Council	Accounts Payable	General	\$24,063.82
			Major St.	\$69.13
			Historical	\$113.65
			Electric	\$95,594.65
			Water/Sewer	\$7,006.98
			Waterfront	\$1,370.71
			Equipment	\$10,268.30

BE IT RESOLVED that claims on vouchers 8430, 8431, 8432, 8433, 8434, and 8435, as checked by the Finance Committee, in the amount of \$340,229.83 be allowed for payment, and the Mayor and City Manager are hereby authorized to execute warrants to be drawn on the following funds:

General	\$74,829.30
Major St.	470.86
Local St.	786.73
Historical	674.53
DDA	28.64
Electric	186,013.22
Water/Sewer	11,847.54
Waterfront	2,862.95
Equipment	11,408.28
Trust	51,307.78
Totals	<u>\$340,229.83</u>

#8415 - Motion by James, second by Bugera, to approve the bills in the amount of \$340,229.83.

Ayes – 5
 Nays – 0

Motion carried.

3. Citizen Comments

None

4. City Manager's Section

City Manager Richards asked Council to approve the addition of agenda item D to allow Library Director Amelie Dawson to address Council on the subject of neighborhood lending libraries. By Consensus, Council approved the addition to the agenda.

- A. City Manager Richards discussed City Clerk McRae's memo to Council that included the official results of the November 8, 2016 General Election and the Official Statement of Votes from Emmet County. City Manager Richards asked council to officially receive and file the election results.

#8416 - Motion by Cupps, second by Bugera, to approve the receipt and filing of the official election results.

Ayes – 5

Nays – 0

Motion carried.

- B. City Manager Richards discussed the upcoming Harbor Springs Chamber of Commerce events; the Annual Tree Lighting on November 26, 2016 and the Annual Holiday Open House on December 3, 2016. Chamber of Commerce representative, John Cupps Jr., discussed the needs for these events based on past years events and asked Council to approve the road closures recommended by Chief Branson. Chief Branson presented Council with his recommended street closures for the two events; Main Street (M-119) from Gardner to State Street and State Street from Third Street to Main Street will be closed to all vehicle traffic and parking for the Holiday Open House on December 3rd. Additionally, Chief Branson recommends restricting vehicle traffic and parking on Main Street (M-119) from Spring Street to State Street for the Tree Lighting event on November 26th due to the increase in the crowd over the past few years at this event. Closures for both events are for safety reasons due to increased pedestrian traffic at these events. Chief Branson informed Council that he has notified M-DOT of the closure due to the fact Main Street (M-119) is a State highway.

#8417 - Motion by Cupps, second by James, to authorize the road closures as indicated by Chief Branson for the events on November 26 and December 3, 2016.

Ayes – 5

Nays – 0

Motion carried.

- C. City Manager Richards discussed the process for review, approval, and adoption of the 2017 budget. City Manager Richards further explained the timeline for the process; December 5, 2016 budget to be distributed, December 12, 2016 budget review and public hearing, and, if approved, December 19, 2016 adoption of the 2017 budget. City Manager Richards asked Council to authorize the December 12, 2016 public hearing and subsequent publication of said special hearing in the Harbor Light Newspaper.

By consensus, City Council authorized the scheduling and publicizing of the public hearing on December 12, 2016 for consideration of the 2017 budget.

- D. City Manager Richards discussed the consideration of the approval of the proposed free standing neighborhood lending library boxes as presented by the Harbor Springs Library. The proposed locations of the library boxes would be for one to be installed next to the Harbor Springs Historical Museum and one at Zorn Park near the water fountain. City Manager Richards further explained that the Planning Commission has considered the proposal and supports the approval of the libraries and has indicated that at this time the Commission did not feel it was necessary to develop any specific regulations for these libraries. However, in order to approve the installation of these libraries on public property, approval by Council is recommended. Harbor Springs Library Director, Amelie Dawson, presented Council with their proposal for installation of the two Little Free Libraries, which are self-regulating "take a book, leave a book" boxes. The Historical Museum approved the design and installation of the Little Free Library box on their site. All safety concerns, snow plowing, and landscaping issues have been considered. The Harbor Springs Library will be responsible for the maintenance and stocking of these libraries. City Manager Richards recommended that the Library work with the City Department of Public Works on proper installation and consideration of future landscaping needs around the posts of the libraries.

By consensus, City Council authorized the Harbor Springs Library to proceed with plans to install the Little Free Libraries.

5. City Manager's Report

A. Deer Park Ballot Issue – Recount

City Manager Richards discussed the upcoming Deer Park Ballot Proposal recount. The State of Michigan has requested, and the City has complied with the request for the Ballot Can to be transported to Emmet County for holding prior to the recount.

B. Planning Commission/DDA Signage Discussion

City Manager Richards summarized the consideration by the Planning Commission to revise or amend the current sign regulations based on the current needs of downtown businesses. The DDA, Chamber of Commerce, and Downtown Merchants roundtable have all been notified and given the opportunity to be informed properly of any proposed changes. City Manager Richards further discussed the need for the changes based on current issues with enforcement of the current regulations and the needs of these businesses. Further, all are invited and encouraged to attend the next Planning Commission meeting at 7:00 p.m. on December 15, 2016 to be held at City Hall where this issue will be further discussed.

C. Wayfinding

City Manager Richards discussed the current status of the Wayfinding project which is moving forward with the help of a donation of \$10,000 from the Harbor Petoskey Community Foundation. City Manager Richards further explained that the project is in the documentation phase and consultants are working on developing a plan for the design and location of the wayfinding signs. The plan is expected to be ready for review in January 2017.

D. Trees planted

City Manager Richards informed Council that the tree that was removed from in front of the Lyric Theater location has now been replaced. Since that removed tree was to be relocated to another location, the replacement tree has been planted at the southeast corner of Main and Judd Streets, near the historical marker on the Shay Park property.

E. Donated Tree

City Manager Richards discussed the first donation towards the “donate a tree” project which was received by way of a donation of \$500 from the Richey Family in honor of Chip Drotos. The Tree Board will be responsible for finding the appropriate location and tree species for this donated tree. This, and all donations, will be honored on the plaque in City Hall and publicized in the Harbor Light.

F. IBEW Aggregation Request

City Manager Richards explained to Council that the City Employee’s Labor Union has been in discussions with the City about its upcoming changes to the benefit plan. City Manager Richards further explained that the current collective bargaining agreement requires the City to provide alternatives for the Union to consider before deciding to accept the renewal of the current health care plan. In the process of reviewing their options, the Union asked for the City to consider allowing the “aggregation” of the amounts that are deducted from each employee’s pay to cover their 20% share of the premiums. This change would have the effect of increasing the payroll deduction for younger union members, and those with fewer

dependents, and lowering the amount that would be deducted from older employees and those with more dependents. City Manager Richards informed Council that the City was concerned that the City would be viewed as somehow being responsible for the increased costs to some of the employees should the union adopt this change. Further explained was that the City shared suggested language it would consider for a possible agreement if the union members voted in favor of the change. The City has not yet heard back from the Union since sharing this proposed drafted language with them, it is therefore suspected that the Union Members did not vote to aggregate the costs.

G. Vacation – absence from office

City Manager Richards advised council of his upcoming absence from the City Hall offices this coming Tuesday, November 22, through the following Tuesday, November 29. City Manager Richards further explained that even though he would be absent from the office, he would still be available by phone and by e-mail.

6. Boards and Commissions

A. Appointments

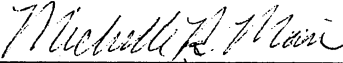
Mayor Brown stated that he would like to appoint Councilperson Matt Bugera as the Mayor Pro- tem for the next two years, ending in November of 2018. Council approved the appointment by consensus.

7. New and Old Business

Councilperson Cupps shared with Mayor Brown a name and phone number of a local resident who expressed interest in becoming involved with the City. City Manager Richards also stated that he had a list of individuals who were interested in serving on various boards and committees.

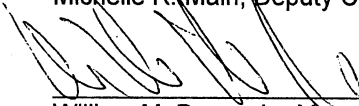
8. Adjournment

With no further business, Mayor Brown adjourned the meeting at 7:30 p.m.



Michelle R. Main, Deputy City Clerk

Approved: December 5, 2016



William M. Brown Jr., Mayor