

REGULAR CITY COUNCIL MEETING
November 27, 2007

The Regular City Council Meeting was called to order by Mayor Muschell in the Council Chambers in the City Hall at 7:00 p.m. The proceedings were as follows:

Present: Council Members Lepp, Riddle, Sangster, Charboneau, Muschell, Boardman and Tebo

Councilwoman Lepp led the Pledge of Allegiance to the Flag.

Approval of Agenda and Receive and File all Communications

Councilwoman Riddle moved to approve the agenda as presented and receive and file all communications. Seconded by Councilman Boardman. Motion carried unanimously.

Correction and Approval of Prior Meeting Minutes

- **Regular City Council Meeting – November 13, 2007**

Councilman Boardman moved to approve the minutes of the November 13, 2007 Regular City Council Meeting as presented. Seconded by Councilwoman Lepp. Motion carried unanimously.

Public Comments

Public comment portion of the meeting opened by Mayor Muschell.

There being no comments from the public, the Public Comment portion of the meeting was closed by Mayor Muschell.

Communications and Petitions

- **Presentation of Ice Rink/Pavilion Operating Budget by Mr. Charles Watson, Manager**

Mr. Charles Watson, Ice Rink/Pavilion Manager, presented the proposed Operating Budget for 2007/2008, referring first to the income and expenses report. Councilwoman Riddle questioned last year's overall usage of the Ice Rink/Pavilion by the Hockey Association and public skating sector. She also asked how the new addition to the Ice Rink/Pavilion has been received. Mr. Watson explained that last season the Ice Rink/Pavilion had extremely good usage and even though the number of hockey teams and participation has decreased over the past several years, the ice rink time was utilized as much as in the past. He noted that the hours allotted for public skating were expanded and has resulted favorably. Additionally, the facilities in the new addition are used extensively. Councilman Tebo questioned when the Ice Rink/Pavilion records were last audited. Mr. Watson commented that he is unsure when the last audit was done although his records and those of the Hockey Association are reviewed regularly by Mr. Daniel Nieland, CPA. Councilwoman Riddle asked if any major expenses are anticipated for the upcoming year. Mr. Watson replied that there are no major expenses anticipated for this year and he related expenses incurred last year due to repair of the Zamboni equipment. He described the recent repairs made to rebuild a compressor which resulted in \$1,300 in expenses and that the cost to replace the equipment was avoided. City Manager McNeil questioned the anticipated use over the next five years of revenue generating activities such as hockey and figure skating. Mr. Watson commented that hockey and figure skating have leveled off the last few years and is not expected to increase or decrease significantly. City Manager McNeil commented that there has been some discussion of a sports arena development in the Indian River area and asked how that may affect the Cheboygan facility. Mr. Watson indicated that the

Cheboygan facility should not be affected much as there are very few participants from Indian River at this facility. Councilman Tebo asked if a study has been done to determine what percentage of participation is from different areas. Mr. Watson explained that he does not have a breakdown of participation. Councilman Charboneau commented on usage fees. Mr. Watson noted that fees have been discussed over the last year and that he does not foresee rates increasing unless operational costs increase. Councilman Tebo questioned if consideration has been given to provide a community pool within the Ice Rink/Pavilion facility. Mr. Watson explained that the concept was discussed several years ago and that one problem experienced by facilities with both ice rink and pool facilities is the cost to regulate the extreme temperature variances for each activity.

Boards and Commission Reports

- **Regular Planning Commission Meeting**
 - **Consideration of Recommendation to Approve Proposed Amendment to Land Use Plan**

City Manager McNeil stated that he has introduced a recommendation relative to an amendment to the City Land Use Plan which addresses property redevelopment including blighted areas and obsolete buildings. He noted that a statement relative to redevelopment of property is included in Council's package along with a section relative to the same to be placed under the recommendation portion of the Land Use Plan. City Manager McNeil stated that this comes to the City Council with a recommendation of the Planning Commission for adoption.

Councilman Tebo moved to approve the Amendment to the Land Use Plan regarding property redevelopment including blighted areas and obsolete buildings as presented. Seconded by Councilman Charboneau. Motion carried unanimously.

- **Department of Public Safety Monthly Statistics – October 2007**

The Department of Public Safety Monthly Statistics for October 2007 were received and reviewed.

- **Regular Human Relations Board Meeting – November 15, 2007**

City Manager McNeil reported that Mr. Will Hinkley was introduced as Student Liaison to the Human Relations Board. Additionally, the theme for the 2008 Martin Luther King Day event and essay contest was discussed as well as the an upcoming feature on Cheboygan under the TV 9&10 "Your Town" series.

General Business

- **Consideration to Reappoint James Granger to the Planning Commission, Term to Expire December 12, 2010**

Councilwoman Riddle moved to reappoint James Granger to the Planning Commission with a term to expire December 12, 2010. Seconded by Councilwoman Lepp. Motion carried unanimously.

- **Consideration to Reappoint Kenneth Kwiatkowski to the Hospital Finance Authority, Term to Expire December 2010**

Councilman Charboneau moved to reappoint Kenneth Kwiatkowski to the Hospital Finance Authority, with a term to expire December 2010. Seconded by Councilwoman Lepp. Motion carried unanimously.

City Clerk's and Treasurer's Comments

- **City Participation in Michigan Department of State Government Subscription Service**
Clerk-Treasurer Kwiatkowski presented information to Council regarding the Michigan Department of State Government Subscription Service. It was noted that the City's Liability Insurance provider had requested that the City become a part of this service which is provided at no cost to the City. The State has provided initial driving records for each City employee, including volunteer firemen, who operate City vehicles or equipment. Clerk-Treasurer Kwiatkowski stated that the City will be notified whenever the Department of State or the Courts take action which may affect a City Employee's driving privileges. He noted that this service will be used as a means of risk control to limit the City's potential liability exposure in its day-to-day operations.

City Manager's Report

- **Strategic Planning Task Force to Meet November 29, 2007 (Currently one Council Member is part of the Task Force. Historically two have been on the Task Force.)**
City Manager McNeil stated that the next meeting of the Strategic Planning Task Force will be on November 29, 2007. He noted that the Task Force reviews the progress regarding the priorities of the Strategic Plan and offers direction. City Manager McNeil indicated that in the past, two Council Members have been active on the Strategic Planning Task Force and currently Councilman Boardman is the only Council representative. He commented that any Council Member interested in serving on the Task Force can contact him.

- **Strategic Plan First Priority Status Report – Former F. W. Woolworth Building Site Redevelopment**
City Manager McNeil stated that as redevelopment of the former F. W. Woolworth building site is a top priority of the Strategic Plan, this report will serve as a status report. He noted that grant funds through the Vibrant Small Cities Initiative have been preliminarily awarded toward the Woolworth building. City Manager McNeil commented that he has received an indication from the MSHDA office that the grant award which was to cover demolition and acquisition may not be able to be provided due to language in the Notice of Interest relative to seeking a developer may be contrary to the program rules. City Manager McNeil stated that he will be attending a meeting in Lansing on Friday, November 30, 2007 with regards to this issue. He further stated that information relative to Brownfield Redevelopment tools regarding the Woolworth building have been compiled and assessments under the PA Brownfield Assessment Grant Program will be applied to the Woolworth building site. City Manager McNeil commented that two appraisals have been ordered on the building and results of the appraisals and further discussions relative to acquisition of the Woolworth building site by the Downtown Development Authority will take place at their next meeting on December 4, 2007.

- **Board/Commission Term Expirations: January – December 2008**
City Manager McNeil referred to a copy of the Board and Commission Term Expirations for the 2008 calendar year. He noted that this will become a usual practice in order to advise the City Council of the Board and Commission expirations for the upcoming year which will allow them the ability to review those positions and consider future appointments.

Messages and Communications from Mayor and Council Members

- **Lincoln Avenue Bridge**

Mayor Muschell provided an update on the Lincoln Avenue Bridge, noting a safety issue with the guard rails. Also discussed was a dedication ceremony once the Bridge is open to traffic.

Adjournment

Councilwoman Riddle moved to adjourn the meeting at 7:45 p.m. Seconded by Councilwoman Lepp. Motion carried unanimously.

Reconvened

Councilman Tebo moved to reconvene the meeting at 7:46 p.m. to discuss holiday gift certificates. Seconded by Councilwoman Lepp. Motion carried unanimously.

- **Holiday Gift Certificates**

Council discussed the provision of holiday gift certificates to employees, Commissions, Boards and Council Members. City Manager McNeil cautioned Council that providing the gift certificates may not be a legal expense.

Councilman Charboneau moved to approve the holiday gift certificates for Council, Commission and Board members, and employees. Seconded by Councilwoman Lepp.

Yes votes: Council members Charboneau, Lepp, Tebo, Sangster, Muschell, and Boardman

No votes: Councilwoman Riddle

Motion carried.

Adjournment

Councilwoman Riddle moved to adjourn the meeting at 7:47 p.m. Seconded by Councilwoman Lepp. Motion carried unanimously.

Mayor James Muschell

City Clerk Kenneth J. Kwiatkowski

Councilman Richard B. Sangster

Councilman Gerald R. Boardman

Councilwoman Winifred L. Riddle

Councilman Charles Charboneau

Councilman Leslie A. Tebo

Councilwoman Theo Lepp