

January 19, 2015

CITY COMMISSION OF THE CITY OF MUNISING
AGENDA
MONDAY, JANUARY 19, 2015
6:00 P.M.

- A. CALL TO ORDER OF REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL
- B. PUBLIC COMMENT (non-agenda items)
- C. PRESENTATION:
 - 1. Anderson Tackman Annual Audit Presentation
 - 2. Accept/Approve Audit 2013/2014
- D. OLD CITY BUSINESS
 - 1. Treasurer's Report
 - 2. Monthly Reports - Committee - Fire - Police - WWTP
 - 3. DDA - Partnership Updates - Kathy Reynolds
 - 4. Binsfeld Park Update - Doug Miron
 - 5. Timber Sale Contract - Tabled from 1-7-15 Meeting
- E. NEW CITY BUSINESS
 - 1. Mayor's appointment of Melanie Nettleton to the Munising Housing Commission to Fill Vacant Seat Previously Held by Barb Bowerman
 - 2. Emergency Welder Cable Purchase
 - 3. John Deere Loader Tire Replacement \$2,195.06
 - 4. First Reading of Fair Housing Ordinance
 - 5. Accept/Award Engineering Proposals for L-Dock Expansion
 - 6. GovPayNet Participation Agreement for Utility Billing Payment Collection
 - 7. GovPayNet Merchant Agreement for Tax Payment Collection
 - 8. Appoint City of Munising Representative to Serve on CUPPAD Commission
 - 9. Approve City Commission Meeting Minutes of 1/7/15
 - 10. Check Register/List of Bills
 - 11. City Manager Report
- F. CORRESPONDENCE
- G. PUBLIC COMMENTS (non-agenda items)
- H. ADJOURNMENT

CITY COMMISSION

Official Proceedings

- A. CALL TO ORDER OF REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL

The Regular Meeting of the City Commission was duly called and held on Monday, **January 19, 2015**, in the City Commission Room of City Hall. Mayor DesJardins called the Regular Meeting to order at 6:00 p.m.

PRESENT: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins

ABSENT: None

- B. PUBLIC COMMENT (non-agenda items)

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Bill Graham made comment on the Payment in Lieu of Parking that was discussed at the last meeting. He did not feel that this was fair to new business' coming to town. He stated that this extra fee could hamper the sale of property due to the parking requirements. He was not opposed to an annual fee that would eventually get paid by every business, to generate money for a parking lot.

C. PRESENTATION:

1. Anderson Tackman Annual Audit Presentation

Mike Grentz presented the 2013/2014 audit to the Commission, he answered questions from the Commission and the audience.

2. Accept/Approve Audit 2013/2014

Moved by Commissioner Cotey to accept/approve the 2013/2014 Audit by Anderson, Tackman. Support by Commissioner Bornslaeger.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

Moved by Commissioner Bornslaeger to amend the agenda to include under Old City Business #6 Land Legal Description Hanley Land Swap and under New City Business #2A Badger Meter Support. Support by Commissioner Cotey.

Unanimous Voice Vote:

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

D. OLD CITY BUSINESS

1. Treasurer's Report

Moved by Commissioner Nettleton to approve the Treasurer's monthly report as submitted. Support by Commissioner Dolaskie.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

2. Monthly Reports - Committee - Fire - Police - WWTP

There were no comments.

3. DDA - Partnership Updates - Kathy Reynolds

Kathy Reynolds began by stating that the parking issue will be discussed with the DDA; she also informed the Commission of the Community Leadership meeting on Wednesday starting at 8:30 a.m. at Sydney's. She informed everyone that a Banner Contest is coming up the theme is Pictured Rocks National Lakeshore 50th anniversary. Next, plans are in the works for the Pictured Rocks Days, it will be a two day event instead of just one; security will be hired, there will be bands and vendors. Last she stated that she has been talking with the MEDC regarding a project for the old City Hall Building.

4. Binsfeld Park Update - Doug Miron

Moved by Commissioner Dolaskie to approve the plan and design as presented. Support by Commissioner Cotey.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

5. Timber Sale Contract - Tabled from 1-7-15 Meeting

Moved by Commissioner Nettleton to authorize the City Manager to work with Matt Rintamaki on a scaled sale contract. Support by Commissioner Cotey.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

Agenda Amended:

6. Land Legal Description Hanley Land Swap

Moved by Commissioner Cotey to approve the amended legal land description regarding the Hanley land swap. Support by Commissioner Nettleton.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

Grantor reserves a 40 foot permanent easement across those parts of Government Lot Four (4), Section Twenty-seven (27), and Government Lot One (1), Section Twenty-eight (28), Township Forty-seven (47) North, Range Nineteen (19) West, Michigan Principal Meridian, Alger County, Michigan, which lies 20 feet to the right and 20 feet to the left of the following described centerline of an existing underground water main pipe:

Commencing at the One Quarter Section Corner of said Sections 27 and 28, thence S17°50'09"W, a distance of 403.1 feet to the POINT OF BEGINNING, being a point of intersection of the southerly right of way of Highway M-28 with said water main pipe, thence S39°40'42"E, a distance of 1184.5 feet, along and above said water main pipe, to a point on the south line of said Lot 4, and there TERMINATE.

The side lines of said easement are presumed to be prolonged or shortened to terminate at the southerly right of way of Highway M-28, and the south line of said Lot 4.

The length of said easement is approximately 1184.5 feet and contains approximately 1.09 acres.

To operate, maintain, repair and replace Grantor's below ground municipal water main, in its current location, on the described portion of the land hereby conveyed. "Operate, maintain, (and) repair" includes, but is not limited to, removing brush, trees and other vegetation from the easement location, as needed, in Grantor's sole discretion.

Grantor also reserves a nonexclusive easement, over the surface of that same 40 feet, for access by persons on foot (which shall include access on snowshoes and cross country skis), on bicycles, on off road vehicles, and on snow machines, with the right to maintain and repair the easement in a manner that will allow for use of the easement for those purposes. This reserved easement does not include the right to park automobiles, trucks or other motor vehicles, or create a parking lot, in the easement area. These easements are reserved by Grantor in perpetuity and shall run with the land hereby conveyed for the benefit of the residents of the City of Munising and the general public.

E. -NEW CITY BUSINESS

1. Mayor's appointment of Melanie Nettleton to the Munising Housing Commission to Fill Vacant Seat Previously Held by Barb Bowerman

Moved by Commissioner Bornslaeger to approve the Mayor's appointment of Melanie Nettleton to the Munising Housing Commission to fill the vacancy. Support by Commissioner Cotey.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

2. Emergency Welder Cable Purchase

Moved by Commissioner Cotey to approve the emergency welder cable purchase from Allied Wire and Cable in the amount of \$1,762.20. Support by Commissioner Nettleton.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

Manager's Action- In response to the immediate need to have a safe operating welder to protect City infrastructure, I solicited quotes on replacement cables for the welder both online and regionally. I was supplied with a quote by AIRGAS of Marquette for a price of \$5.15 per linear foot (500 Ft Min) as well as a quote from Allied Wire and Cable for \$4.40 per linear foot (400 Ft). The overall cost comparison was \$1,762.20 for Allied Wire and \$2,571.00 for AIRGAS. In recognition of the immediate need for a safe and effective welding unit, I made the purchase from Allied Wire and Cable for the amount of \$1,762.20.

Agenda Amended:

2A. Badger Meter Support

Moved by Commissioner Dolaskie to approve the Badger Meter Support invoice in the amount of \$3,620.04. Support by Commissioner Bornslaeger.

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Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

3. John Deere Loader Tire Replacement \$2,195.06

Moved by Commissioner Nettleton to approve the John Deere loader tire in the amount of \$2,195.06. Support by Commissioner Cotey.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

City Manager Recommendation- My professional recommendation is to approve the sole source through Pomp's for the cost of \$2,195.06. I make this recommendation based on the fact that Pomp's is a regional supplier and has a tire this size in stock. Due to these factors, I do not believe the taxpayers of the City would receive any added benefit to multiple quotes.

Budget Implications- This purchase would come out of the Motor Pool Repairs and Maintenance Fund.

4. First Reading of Fair Housing Ordinance

This was the first reading of the Fair Housing Ordinance.

5. Accept/Award Engineering Proposals for L-Dock Expansion

Moved by Commissioner Cotey to accept and place on file the bids received for Engineering for the L-Dock Expansion. Support by Commissioner Bornslaeger.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

Bids Received: Coleman Engineering \$61,072.00, Rowe Professional Services \$112,017.00, UP Engineers and Architects \$71,614.00, GEI Consultants \$29,100.00 and AECOM \$48,502.00.

Moved by Commissioner Dolaskie to award the L-Dock engineering to GEI Consultants for \$29,100.00, concurrent with MEDC approval. Support by Commissioner Bornslaeger.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

6. GovPayNet Participation Agreement for Utility Billing Payment Collection

Moved by Commissioner Dolaskie to approve the GovPayNet Participation Agreement for collecting utility billing payments. Support by Commissioner Cotey.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

7. GovPayNet Merchant Agreement for Tax Payment Collection

Moved by Commissioner Dolaskie to approve the GovPayNet Merchant Agreement for collecting tax payments. Support by Commissioner Bornslaeger.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

8. Appoint City of Munising Representative to Serve on CUPPAD Commission

Moved by Commissioner Bornslaeger to appoint Mayor DesJardins to serve on the CUPPAD Commission. Support by Commissioner Cotey.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

9. Approve City Commission Meeting Minutes of 1/7/15

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Moved by Commissioner Dolaskie to approve the City Commission Meeting Minutes of 1/7/15 as submitted. Support by Commissioner Nettleton.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

10. Check Register/List of Bills

Moved by Commissioner Dolaskie to approve and pay the Check Register/List of Bills as submitted. Support by Commissioner Cotey.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

11. City Manager Report

City Manager Olson stated that only one service has frozen this season; he indicated that last December 26th we had a six inch main freeze solid; with that being said all necessary residents located on M-28 are currently running their water for the city. Regarding CUPPAD issues the low to moderated income resurveying map and redistricting is in the works. For H-58 the Task Force has some grant monies available much like the project from Lake St. to Bay St. it is possible to use this as matching funds for a different grant. As for the soil borings on Sand Point they should begin later this week. Olson stated that he and Ron Kleiman have met with Traverse Engineering to go over the hydraulic analysis data; and also they are working on the H-58 permitting; MEDC-HUD have required policies that will be presented in the coming weeks. Next, Olson informed the Commission that he has started the implantation of the new BS & A software; he is hopeful to have everything in place by August, with phased implementation. As a side note Olson stated that the City of Munising will be 100 years old on January 26th, as a city. He then reminded the Commission of the MML Capital Convention being held March 24th and 25th. Last Olson informed the Commission that he would be taking vacation from February 20th through the 25th.

F. CORRESPONDENCE

There was none.

G. PUBLIC COMMENTS (non-agenda items)

There were no comments.

H. ADJOURNMENT

Moved by Commissioner Dolaskie to adjourn the Regular Meeting of the City Commission. Support by Commissioner Cotey.

Approved: Yeas: Commissioners: Dolaskie, Cotey, Bornslaeger, Nettleton and Mayor DesJardins
Nays: None

The Regular Meeting of the City Commission adjourned at 7:18 p.m.

Rod DesJardins, Mayor

Sue Roberts, City Clerk

LIST OF BILLS

28683) ALGER COUNTY HUMANE SOCIETY	325.00
28684) DSTECH	25.93
28685) D. ROBB FERGUSON	1666.66
28686) JACOB KLEIMAN	250.00
28687) MICHIGAN MUNICIPAL LEAGUE	59.74
28688) MARK MILLER	250.00
28689) DEVIN OLSON	40.00
28690) JUSTIN SCHLABACH	250.00
28691) AUTO-WARES GROUP	525.78
28692) VOIDED	VOIDED
28693) VOIDED	VOIDED

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28694)VOIDED	VOIDED
28695)VOIDED	VOIDED
28696)VOIDED	VOIDED
28697)VOIDED	VOIDED
28698)VOIDED	VOIDED
28699)VOIDED	VOIDED
28700)VOIDED	VOIDED
28701)U.S. POSTMASTER	290.36
28702)HIAWATHA TELEPHONE COMPANY	1028.69
28703)COLLEGE LAUNDRY & RENTAL	321.05
28704)MADIGAN'S HARDWARE	16.98
28705)SHELL FLEET PLUS	2187.91
28706)UPPER PENINSULA POWER COMPANY	5804.48
28707)VERIZON WIRELESS	302.94
28708)TRUDELL PLUMBING & HEATING	224.31
28709)MADIGAN'S HARDWARE	82.03
28710)MADIGAN'S HARDWARE	10.48
28711)MADIGAN'S HARDWARE	17.98
28712)R & R SPECIALTIES OF WISCONSIN	226.90
28713)R & R SPECIALTIES OF WISCONSIN	500.00
28714)MADIGAN'S HARDWARE	35.98
28715)MICHIGAN MUNICIPAL TREASURERS ASSOCIATION	50.00
28716)NAPA AUTO PARTS	50.44
28717)NEAL'S TRUCK PARTS	394.25
28718)NELSON OIL COMPANY	52.00
28719)NORTH CENTRAL LABORATORIES	587.82
28720)PETERSON PUBLISHING INC.	214.67
28721)UPPER MICHIGAN COMMUNITY CREDIT UNION	1142.55
28722)UPPER MICHIGAN COMMUNITY CREDIT UNION	30.23
28723)US BANK EQUIPMENT FINANCE	330.32
28724)AN*SER SERVICES	50.00
28725)UPPER PENINSULA RECREATION INC.	1230.77