

SEPTEMBER 2, 2015

CITY COMMISSION  
AGENDA  
WEDNESDAY, SEPTEMBER 2, 2015  
6:00 P.M.

- A. CALL TO ORDER REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL
- B. PUBLIC COMMENTS (non-agenda items)
- C. OLD CITY BUSINESS
  - 1. Committee Reports - Updates
- D. NEW CITY BUSINESS
  - 1. Discussion on Alley between West Onota St. and West Chocolay St.
  - 2. Traverse Engineering Services, P.C. Gerou Pay Estimate #3 Final in the amount of \$9,180.04
  - 3. Freedom of Information Act (FOIA) Resolution/Policy
  - 4. Badger Meter Service Renewal 10-22-15 - 10-21-16 \$4,083.00
  - 5. Buy and Sell Agreement Old Cox Building Property
  - 6. Quotes for Plow Blades
  - 7. Approve Letter of Understanding with Anderson, Tackman & Company, PLC
  - 8. Appointment of Members to Bay Shore Committee
  - 9. Approve City Commission Meeting Minutes of 8-17-15
  - 10. Check Register - List of Bills
  - 11. City Manager Report
- E. CORRESPONDENCE
- F. PUBLIC COMMENTS (non-agenda items)
- G. ADJOURNMENT

CITY COMMISSION

Official Proceedings

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

The Regular Meeting of the City Commission was duly called and held on Wednesday, **September 2, 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 COMMENTS (non-agenda items)

There were none.

- C. OLD CITY BUSINESS

- 1. Committee Reports - Updates

There were no updates.

Moved by Commissioner Dolaskie to amend the agenda to include A1 Food Pantry Location and A2 Fir Street Asphalt Paving. Support by Commissioner Bornslaeger.

Unanimous Voice Vote:

SEPTEMBER 2, 2015

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

D. NEW CITY BUSINESS

**Agenda amended:**

**A1. Food Pantry Location**

Moved by Commissioner Dolaskie to approve at no charge that the Food Pantry be allowed to use a portion of the heated garage at the old State Police Post to store and distribute food. Support by Commissioner Bornslaeger.

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

**A2. Fir Street Asphalt Paving**

Moved by Commissioner Dolaskie to approve monies for asphalt paving for Fir Street in the amount of but not to exceed \$1,500.00. Support by Commissioner Cotey.

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

1. Discussion on Alley between West Onota St. and West Chocolay St.

Moved by Commissioner Bornslaeger to table this item until the September 21, 2015 meeting. Support by Commissioner Cotey.

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

2. Traverse Engineering Services, P.C. Gerou Pay Estimate #3 Final in the amount of \$9,180.04

Moved by Commissioner Dolaskie to approve the final Pay Estimate #3 in the amount of \$9,180.04. Support by Commissioner Cotey.

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

3. Freedom of Information Act (FOIA) Resolution/Policy

Moved by Commissioner Bornslaeger to adopt the Resolution establishing a Freedom of Information Act (FOIA) Policies and Guidelines, Public summary of procedures and guidelines, and FOIA Operational Procedures for the City of Munising and adopt the Policy contingent on the City Attorney's review of the documents. Support by Commissioner Nettleton.

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

**RESOLUTION ESTABLISHING A FREEDOM OF INFORMATION ACT (FOIA)  
POLICIES AND GUIDELINES, PUBLIC SUMMARY OF PROCEDURES AND GUIDELINES, AND  
FOIA OPERATIONAL PROCEDURES FOR THE CITY OF MUNISING.**

WHEREAS, the Michigan legislature adopted 2014 Public Act 563 enacting numerous amendments to the Michigan Freedom of Information Act (FOIA), being MCL 12.231 et seq, that requires the City of Munising to enact a FOIA procedure; and

WHEREAS, from time to time the City of Munising will receive Freedom of Information Act (FOIA) requests; and

WHEREAS, it is necessary to adopt, and to post online, "FOIA Policies and Guidelines" and a "FOIA Policy Summary" to ensure that the FOIA requests are addressed in an efficient and consistent manner, and to comply with these FOIA statutory amendments; and

WHEREAS, it is necessary to adopt FOIA Operational Procedures to implement the City of Munising FOIA Policies and Guidelines,

SEPTEMBER 2, 2015

THEREFORE BE IT RESOLVED, the City of Munising Board of Commissioners hereby adopts, effective from and after September 2, 2015, the attached:

1. "City of Munising FOIA Policies and Guidelines," including the FOIA Forms attached to these Policies and Guidelines; and
2. "City of Munising FOIA Public Summary of Procedures and Guidelines; and
3. "City of Munising FOIA Operational Procedures."

BE IT FURTHER RESOLVED, that copies of the "City of Munising FOIA Policies and Guidelines," including the attached FOIA forms, and the "City of Munising FOIA Public Summary of Procedures and Guidelines" shall be posted on the Cities website.

BE IT FURTHER RESOLVED, that the Board of Commissioners appoints the position of City Clerk as FOIA Coordinator and the City Manager as the Appeals Manager, and

BE IT FURTHER RESOLVED, that the attached City of Munising FOIA Policies and Guidelines, including the attached FOIA Forms, the City of Munising FOIA Public Summary of Procedures and Guidelines, and accompanying documents will be effective September 3, 2015, and will supersede any previous resolutions setting FOIA policies or establishing formulas for the cost of FOIA requests, and

BE IT FURTHER RESOLVED, that the City Clerk will forward a copy of this resolution to each City Department.

Date: \_\_\_\_\_

\_\_\_\_\_  
Rod DesJardins, Mayor

4. Badger Meter Service Renewal 10-22-15 - 10-21-16 \$4,083.00

Moved by Commissioner Dolaskie to approve the Service Renewal request with Badger Meter Service from 10-22-15 to 10-21-16 in the amount of \$4,083.00. Support by Commissioner Bornslaeger.

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

5. Buy and Sell Agreement Old Cox Building Property

Moved by Commissioner Dolaskie to approve the Buy and Sell Agreement for the old Cox Building property. Support by Commissioner Cotey.

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

6. Quotes for Plow Blades

Moved by Commissioner Dolaskie to accept and place on file the quotes received for plow blades. Support by Commissioner Cotey.

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

**Quotes received: D.A. MacPherson, Inc. \$4,271.13, H & L Mesabi \$3,724.30 and Nortrax \$4,715.15.**

Moved by Commissioner Dolaskie to award the plow blade purchase from H & L Mesabi in the amount of \$3,724.30. Support by Commissioner Cotey.

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

7. Approve Letter of Understanding with Anderson, Tackman & Company, PLC

Moved by Commissioner Dolaskie to approve the Letter of Understanding with Anderson, Tackman & Company PLC. Support by Commissioner Nettleton.

SEPTEMBER 2, 2015

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

8. Appointment of Members to Bay Shore Committee

Moved by Commissioner Bornslaeger to approve the slate of candidates to the Bayshore Advisory Committee as presented. Support by Commissioner Dolaskie.

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

Bayshore Advisory Committee

City Manager Devin Olson, Harbor Master Dawn Smith, City Commissioner/ Building and Grounds Member and Recreation Committee Kevin Cotey, Planning Commission/Lake front business owner Mike Henricksen, Local boater/fisherman Doug Scheuneman, Seasonal slip renter Thomas Anderson, Seasonal slip renter Joan Vinette, USCG Chief, Sector Sault Ste. Marie LCDR Ron Caputo, Alternate City Commissioner D. Mike Nettleton.

9. Approve City Commission Meeting Minutes of 8-17-15

Moved by Commissioner Dolaskie to approve the City Commission Meeting Minutes of 8-17-15 as presented. 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 presented. Support by Commissioner Bornslaeger.

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

11. City Manager Report

City Manager Olson began by stating the Phase 3 project date of completion is up in the air due to rain this week, Payne & Dolan will be back in town until the end of the third week of September. The Wastewater Treatment Plant's storage building is waiting SHPO approval and concurrence by USDA. Next, the City was notified that the people doing the AMAR tax and assessing audit will also be doing physical property checks on parcels, comparing tax cards to existing improved properties, they will be identified by the State of Michigan ID Badges; this should be complete between December and April of next year. Olson then stated that he felt we have made substantial strides with MEDC, Kathy Reynolds has a SHPO meeting next week to discuss identified and recognizing historic properties. The L-Dock expansion project is waiting on permits the US Army Corp of Engineers needs to approve, MEDC will be putting together an extension next spring due to the hold-up being outside of the MEDC's control; DEQ permits for bottomlands and construction have been approved. The Anna River Grant is waiting on signatures from the US Army Corp of Engineers, which should have been signed on Tuesday of this week; Cross Construction is ready to start as soon as the permits are in place; also the kayak launch has not been purchased due to the possibility of the US Army Corp of Engineers permit requiring that it be modified; this project should take between 5 to 7 weeks. Last Olson informed the Commission that he would be out of the office for the MML Conference September 15<sup>th</sup> through the 19<sup>th</sup>.

E. CORRESPONDENCE

There was none.

F. PUBLIC COMMENTS (non-agenda items)

There were none.

G. ADJOURNMENT

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

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

SEPTEMBER 2, 2015

The Regular Meeting of the City Commission adjourned at 6:37 p.m.

---

Rod DesJardins, Mayor

---

Sue Roberts, City Clerk

LIST OF BILLS

29489) DENMAN'S HARDWARE	936.84
29490) DTE ENERGY	263.48
29491) HIAWATHA TELEPHONE COMPANY	1363.44
29492) UPPER PENINSULA POWER COMPANY	3751.62
29493) WEST PAYMENT CENTER	303.50
29494) WEST PAYMENT CENTER	166.13
29495) UPPER PENINSULA RECREATION INC.	3245.33
29496) UPPER PENINSULA RECREATION INC.	2384.69
29497) FASTENAL COMPANY	30.83
29498) WELLS FARGO CORPORATE TRUST	53018.75
29499) CONSUMER'S MUTUAL INSURANCE OF MICHIGAN	16268.54
29500) UPPER MICHIGNA COMMUNITY CREDIT UNION	2888.62
29501) LINDA SALO & THOMAS PASSINAULT	1200.00
29502) MADIGAN'S HARDWARE	31.98
29503) PETERSON PUBLISHING INC	14.51
29504) VOIDED	VOIDED
29505) MARES-Z-DOATS FEED	152.91
29506) VOIDED	VOIDED
29507) MUNICIPAL ADVISORY COUNCIL	500.00
29508) VOIDED	VOIDED
29509) VOIDED	VOIDED
29510) VOIDED	VOIDED
29511) VOIDED	VOIDED
29512) VOIDED	VOIDED
29513) VOIDED	VOIDED
29514) VOIDED	VOIDED
29515) NORTHWEST PETROLEUM SERVICE	127.50
29516) VOIDED	VOIDED
29517) VOIDED	VOIDED
29518) VOIDED	VOIDED
29519) VOIDED	VOIDED
29520) VOIDED	VOIDED
29521) VOIDED	VOIDED
29522) VOIDED	VOIDED
29523) GREAT AMERICAN DISPOSAL	4652.13
29524) VOIDED	VOIDED
29525) VOIDED	VOIDED
29526) VOIDED	VOIDED
29527) GALLS, LLC	87.36
29528) GEROU EXCAVATING, INC.	57307.32
29529) MIDWAY RENTALS	294.29
29530) NAPA AUTO PARTS	246.67
29531) SHELL FLEET PLUS	923.55
29532) WILLEYS TIRE SHOP	651.72
29533) GREAT AMERICAN DISPOSAL COMPANY	124.37
29534) MINING JOURNAL	52.50
29535) AN*SER SERVICES	50.00
29536) FASTENAL COMPANY	3.66
29537) GRAINGER	16.68
29538) TDS MEDIA DIRECT, INC.	150.00
29539) CASH88.15	
29540) UPPER MICHIGAN COMMUNITY CREDIT UNION	217.86
29541) KEN POND MEMORIAL	35.00
29542) FRONTIER SERVCO FS	3724.90
29543) HIAWATHA ENTERPRISE	250.00
29544) JENNIFER MEYER	499.20
29545) TASER INTERNATIONAL	3671.80
29546) 41 LUMBER COMPANY	89.90
29547) CHARTER COMMUNICATIONS	95.97
29548) NORTHWOODS PRINGINT	505.00
29549) UPPER PENINSULA RECREATION INC.	1230.77
29550) SANDERS & CZAPSKI ASSOCIATES	700.00
29551) ALGER COUNTY ELECRRIC	370.00
29552) TELNET WORLDWIDE, INC.	14.91
29553) MANISTIQUE OIL CO., INC.	3833.05

SEPTEMBER 2, 2015

29554)D. ROBB FERGUSON	712.11
29555)UPPER PENINSULA RECREATION INC.	6146.14
29556)GREATER MUNISING BAY	2500.00
29557)SUPERIORLAND SERVICES, INC.	285.54
29558)DSTECH	26.92
29559)ETNA SUPPLY COMPANY	86.96
29560)HOLIDAY COMPANIES	1696.31
29561)MADIGAN'S HARDWARE	39.98
29562)USA BLUE BOOK	182.63
29563)PARAGON LABORATORIES, INC.	20.00
29564)TIM LUOMA	175.00
29565)TIM LUOMA	775.00