

January 6, 2016

CITY COMMISSION
AGENDA
WEDNESDAY, JANUARY 6, 2016
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. Accept Tom Dolaskie's resignation from the City Commission
 - 2. Declare a Vacancy of Seat on City Commission
 - 3. Update VALIC Plan
 - 4. M Power GIS System Proposal - SAW Grant
 - 5. Approve City Commission Meeting Minutes of 12-21-15
 - 6. Check Register - List of Bills
 - 7. 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, **January 6, 2016**, in the City Commission Room of City Hall. Mayor DesJardins called the Regular Meeting to order at 6:00 p.m.

PRESENT: Commissioners: Cotey, Bornslaeger, Nettleton and Mayor DesJardins
ABSENT: Commissioner: Dolaskie was in the audience re: New Business #1

- B. PUBLIC COMMENTS (non-agenda items)

There were none.

- C. OLD CITY BUSINESS

- 1. Committee Reports - Updates

Commissioner Bornslaeger stated that the Labor Committee had met regarding the renewal of the City Manager's contract.

Moved by Commissioner Cotey to amend the agenda to include #3A. John Deere Loader Axle Repair and #8. City Manager Evaluation - Contract Renewal. Support by Commissioner Bornslaeger.

Unanimous Voice Vote:

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

- D. NEW CITY BUSINESS

- 1. Accept Tom Dolaskie's resignation from the City Commission

Moved by Commissioner Cotey to regretfully accept Commissioner Dolaskie's resignation from the City Commission. Support by Commissioner Bornslaeger.

Approved: Yeas: Commissioners: Cotey, Bornslaeger, Nettleton and Mayor

January 6, 2016

DesJardins
Nays: None

2. Declare a Vacancy of Seat on City Commission

Moved by Commissioner Nettleton to declare a vacancy on the City Commission, and to advertise the vacant seat for appointing someone to the Commission, with the deadline as January 22, 2016, with appointment taking place at the February 3, 2016 meeting. Support by Commissioner Bornslaeger.

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

3. Update VALIC Plan

Moved by Commissioner Cotey to approve updating the City's retirement plan with VALIC as presented. Support by Commissioner Nettleton.

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

Resolution Authorizing Amendment and Restatement of Retirement Plan Via Adoption of VALIC Retirement Services Company Retirement Plan for Governmental Employers

Whereas, City of Munising (hereinafter, the "Employer"), previously established the City of Munising 401(a) Special Pay Plan (hereinafter, the "Plan") for the exclusive benefit of its employees and their beneficiaries, which Plan was originally effective as of July 1, 2003, and

Whereas, the Employer now desires to amend and restate the Plan by adopting the VALIC Retirement Services Company Retirement Plan for Governmental Employers document; and

Now Therefore, Be It Resolved that the Employer hereby amends and restated that Plan, effective July 1, 2015, by adopting the document titled "VALIC Retirement Services Company Retirement Plan for Governmental Employers," in the form and substance as the document heretofore presented to the governing body of the Employer; and

Resolved Further, that the appropriate representatives of the Employer be, and the same hereby are, authorized and directed to (i)execute the adoption agreement to the VALIC Retirement Services Company Retirement Plan for Governmental Employers document as approved; (ii)execute all other documents and to do all other things as may be necessary or appropriate to make the VALIC Retirement Services Company Retirement Plan for Governmental Employers document effective July 1, 2015, including the execution of any amendments required by the Internal Revenue Service in order to continue and maintain the qualified and exempt status of the Plan; and (iii)execute any other documents required to obtain reliance on advisory letters issued to the VALIC Retirement Services Company Retirement Plan for Governmental Employers by the Internal Revenue Service.

Certification

I, Sue Roberts, do hereby certify that the above resolutions were unanimously adopted by the governing body of the Employer at a meeting duly held at Munising, Michigan, on the 6th day of January, 2016.

Signed: Sue Roberts
Name: Sue Roberts
Title: City Clerk
Date: January 7, 2016

Agenda amended:

3A. John Deere Loader Axle Repair

Moved by Commissioner Cotey to approve the sole source purchase of parts and labor to repair the John Deere loader axle according to the City Manager's written recommendation, in the amount of \$8,590.00. Support by Commissioner Bornslaeger.

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

January 6, 2016

City Manager Recommendation:

My professional recommendation is to sole source the purchase of the replacement items as well as the service to rebuild the assembly to Nortrax of Escanaba at a cost of \$8,590.00. Nortrax is the only John Deere licensed dealer in the region so no local alternative is available.

Budget Implications:

This expenditure coupled with the pending replacement of critical snow plow parts will put the City over budget within the Motor Pool Repairs and Maintenance line item. We will begin utilizing the Motor Pool Contingency that was carried over from last year.

4. M Power GIS System Proposal - SAW Grant

Moved by Commissioner Nettleton to accept the M Power GIS System proposal in the amount of \$59,000.00, in accordance with the City Manager's written recommendation. Support by Commissioner Cotey.

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

City Manager Recommendation:

My professional recommendation is to sole source the purchase of the software and services to M Power for a total of \$59,000.00. I base my recommendation on the fact that the software is extremely specific and individualistic in function and a competitive bid process would not benefit the City.

Budget Implications:

The DEQ SAW grant consists of the Storm Water System and the Sanitary System. The Sanitary Grant would cover \$41,160.00 of the GIS program with no match while the Storm Grant would cover \$17,640.00 with a local contribution of \$1,764.00.

5. Approve City Commission Meeting Minutes of 12-21-15

Moved by Commissioner Cotey to approve the City Commission Meeting Minutes of 12-21-15 as presented. Support by Commissioner Nettleton.

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

6. Check Register - List of Bills

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

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

7. City Manager Report

City Manager Olson began by stating that the Cox Building sales agreement stipulates 28% funding, 21% CDBG grant funding and with the County Brownfield EPA Grant over \$200,000.00 they should be in good shape. They will try to close the gap in funding 21% - 28%. As for the Old City Hall building currently bids are out for the project to be received the 3rd week in January with an anticipated completion date of September 1, 2016. Also, there was a large turn-out for the pre-bid meeting. Next, Olson stated that the Department of Public Works went to the night shift January 4th, 6 weeks later than last year. There have been some Motor Pool issues with no need for plowing no monies are being received. A hydraulic analysis and audit presentation are in the works. As for the Charter Commission interested parties have pulled petitions 7 of 9 have been pulled so far. Olson then mentioned Senate Bill 571 Gag Order, 60 days prior to an election. The Bill would make it unlawful to use any City monies, to inform the citizens of proposals on the ballot. Last regarding the Superior Health Haven parcel for rezoning a Public Hearing is scheduled for the next Commission meeting. Rezoning would be changing from R-1 to Transient. This would be an Ordinance Amendment.

Agenda amended:

8. City Manager Evaluation - Contract Renewal

Moved by Commissioner Cotey to in principal approve the contract renewal for City Manager Olson; with a term of 3 years, increasing his salary by \$5,000.00 each year (\$70,000.00, \$75,000.00 and \$80,000.00), changing Life Insurance to \$125,000.00 coverage, and adding a vehicle allowance of \$150.00 per month following the Charter reimbursement language, contract commencing on January 13, 2016 (final approval once changes have been made and gone back to the Commission. Support by Commissioner Bornslaeger.

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

E. CORRESPONDENCE

There was none.

F. PUBLIC COMMENTS (non-agenda items)

There were none.

G. ADJOURNMENT

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

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

The Regular Meeting of the City Commission adjourned at 6:28 p.m.

Rod DesJardins, Mayor

Sue Roberts, City Clerk

LIST OF BILLS

29917)ANDERSON, TACKMAN & COMPANY	12065.00
29918)CHARTER COMMUNICATIONS	96.82
29919)DTE ENERGY	2132.71
29920)KENDRICKS, BORDEAU, ADAMINI	247.50
29921)SHELL FLEET PLUS	860.90
29922)UPPER PENINSULA POWER COMPANY	9794.62
29923)D ROBB FERGUSON	60.00
29924)AN*SER SERVICES	50.00
29925)KELLEY MARKETING	300.00
29926)GBS INC.	204.53
29927)US BANK	284.43
29928)LAMMI FIRE PROTECTION	173.88
29929)LAMMI FIRE PROTECTION	859.51
29930)CASH	102.27
29931)STATE OF MICHIGAN LARA BOILER DIV.	102.88
29932)DASH MEDICAL GLOVES	60.90
29933)41 LUMBER COMPANY	10.80
29934)AUTO-WARES GROUP	362.63
29935)TELNET WORLDWIDE, INC.	16.32
29936)UPCAP SERVICES, INC.	60.00
29937)ALGER COUNTY ELECTRIC	650.00
29938)AUTO-WARES GROUP	129.67
29939)NORTH CENTRAL LABORATORIES	398.45
29940)U.P. CONCRETE PIPE COMPANY	420.96
29941)GREAT AMERICAN DISPOSAL COMPANY	5180.78
29942)TRUCK EQUIPMENT, INC.	69.99
29943)LAMMI FIRE PROTECTION	308.00
29944)MICHIGAN DEQ CASHIERS OFFICE	1950.00
29945)GBS INC.	60.46
29946)DENMAN'S HARDWARE	566.83
29947)DSTECH	93.75
29948)GALLS	354.94
29949)NORTH CENTRAL LABORATORIES	118.59

January 6, 2016

29950)QUILL CORPORATION	507.58
29951)MARIE A. ST. AMOUR	30.00
29952)MARILYN DESARMO	30.00
29953)TRUCK EQUIPMENT, INC.	69.99
29954)RITA HALE	30.00
29955)HOLIDAY COMPANIES	902.66
29956)MUNISING ROTARY CLUB	200.00
29957)UPPER PENINSULA RECREATION INC.	1230.77
29958)DSTECH	26.92
29959)FRED'S RUBBER STAMP SHOP	32.00