

January 18, 2016

CITY COMMISSION OF THE CITY OF MUNISING
AGENDA
MONDAY, JANUARY 18, 2016
6:00 P.M.

- A. CALL TO ORDER OF REGULAR CITY COMMISSION MEETING AND PUBLIC HEARING, PLEDGE OF ALLEGIANCE, ROLL CALL
- B. PUBLIC HEARING
 - 1. Rezoning 813 W. Munising Ave. from Residential to Transitional
 - 2. Public Comment - Commission Comment
 - 3. Approve/Amend Rezoning of 813 W. Munising Ave. from Residential to Transitional
 - 4. Adjourn Public Hearing - Enter Regular Commission Meeting
- C. PUBLIC COMMENT (non-agenda items)
- D. OLD CITY BUSINESS
 - 1. Treasurer's Report
 - 2. Monthly Reports - Committee - Fire - Police - WWTP
 - 3. DDA - Partnership Updates - Kathy Reynolds
- E. NEW CITY BUSINESS
 - 1. Scout Plan to Earn Eagle Badge - Revamp Food Pantry
 - 2. Mutual Settlement and Release Agreement - Mead and Hunt, Inc.
 - 3. 12-31-2015 Budget Adjustments
 - 4. Approve City Manager Contract
 - 5. Approve City Commission Meeting Minutes of 1-6-16
 - 6. Check Register/List of Bills
 - 7. 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 AND PUBLIC HEARING, PLEDGE OF ALLEGIANCE, ROLL CALL

The Regular City Commission Meeting and Public Hearing were called and held on Monday, **January 18, 2016**, in the City Commission Room of City Hall. Mayor DesJardins called the meetings to order at 6:00 p.m.

PRESENT: Commissioners: Cotey, Nettleton and Mayor DesJardins
ABSENT: Commissioner: Bornslaeger - absent excused

- B. PUBLIC HEARING
 - 1. Rezoning 813 W. Munising Ave. from Residential to Transitional

Mayor DesJardins explained the request to change Zoning of 813 W. Munising Ave. from Residential to Transitional.

- 2. Public Comment - Commission Comment

All in audience thought it was wonderful, it will encourage business opportunities. All Commissioners were in favor of the change.

January 18, 2016

3. Approve/Amend Rezoning of 813 W. Munising Ave. from Residential to Transitional

Moved by Commissioner Cotey to approve the amendment to the Zoning Ordinance rezoning 813 W. Munising Ave. from Residential zoning to Transitional zoning. Support by Commissioner Nettleton.

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

4. Adjourn Public Hearing - Enter Regular Commission Meeting

Moved by Commissioner Cotey to adjourn the Public Hearing and enter the Regular Commission Meeting. Support by Commissioner Nettleton.

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

All Commissioners remained seated.

C. PUBLIC COMMENT (non-agenda items)

There were none.

D. OLD CITY BUSINESS

1. Treasurer's Report

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

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

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

Mayor DesJardins mentioned that he has been helping to plan the Ice Fest February 9th - 14th; there should be 30 vendors set up at the American Legion, 800 climbers are expected.

3. DDA - Partnership Updates - Kathy Reynolds

Kathy Reynolds did not attend the meeting, she sent a written report for the Commission. She touched on the Old City Hall this project is moving forward; bid opening is set for January 21, 2016 at 3:30 p.m.; completion date is hopeful for October which will coincide with Pictured Rocks National Lakeshore's 50th anniversary celebration. Regarding the Cox Building they are working on funding options and things are moving along. Reynolds also included a notice for the Commission regarding the Upper Peninsula Economic Development Alliance Meeting on Friday, January 22, 2016 at 9:00 a.m. at the Moose Lodge.

Moved by Commissioner Cotey to amend the agenda to include under New Business 1A. Accept Ernie Lambeth's resignation from the Zoning Board of Appeals. Support by Commissioner Nettleton.

Unanimous voice vote:

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

E. NEW CITY BUSINESS

1. Scout Plan to Earn Eagle Badge - Revamp Food Pantry

Ruth Ann Pokela introduced Tanner Schmidtman of Troop 332 Eagle Scouts. Tanner explained to the Commission in order to earn an Eagle Badge he is planning to do a donation drive for 1 month at Peoples State Bank's locations in Munising, AuTrain and Wetmore branches, also the Upper Michigan Community Credit Union will be accepting donations. His goal is to start around February 1st with March 15th as a completion date. He along with community friends will build shelves for storage at the Food Pantry and do a general organization of what items are there.

Moved by Commissioner Cotey to approve Tanner Schmidtman's plan to revamp the Food Pantry. Support by Commissioner Nettleton.

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

Agenda Amended:

1A. Accept Ernie Lambeth's Resignation from the Zoning Board of Appeals

Moved by Commissioner Cotey to accept with regret Ernie Lambeth's resignation from the Zoning Board of Appeals. Support by Commissioner Nettleton.

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

2. Mutual Settlement and Release Agreement - Mead and Hunt, Inc.

Moved by Commissioner Cotey to approve the Mutual Settlement and Release Agreement with Mead and Hunt, Inc., authorizing the City Manager to sign necessary documentation. Support by Commissioner Nettleton.

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

3. 12-31-2015 Budget Adjustments

Moved by Commissioner Cotey to approve the 12-31-2015 budget adjustments as submitted. Support by Commissioner Nettleton.

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

City of Munising
Budget Adjustments
12-31-2015

Department	Account	Amount			Reason
		Current Budget	Change	Amended	
<u>General Fund Revenue</u>					
<u>Tourist Park</u>					
Camp Fees	101-000-651.000	\$ 276,100.00	\$ 134,500.00	\$ 410,600.00	Project Revenue increase
Surcharge	101-000-652.000	\$ 21,000.00	\$ 22,800.00	\$ 43,800.00	Project Revenue increase
Showers	101-000-653.000	\$ 75.00	\$ 125.00	\$ 200.00	Project Revenue increase
Dump Station	101-000-654.000	\$ 175.00	\$ 80.00	\$ 255.00	Project Revenue increase
Misc. Revenue	101-000-694.000	\$ 8,650.00	\$ 11,550.00	\$ 20,200.00	Taser Grant & Timber Sales
<u>Expenditures</u>					
<u>Tourist Park</u>					
Professional Serv.	101-757-801.000	\$ 400.00	\$ 150.00	\$ 550.00	Project Expenditure Increase due to revenue
Credit Card Fees	101-757-801.001	\$ 6,000.00	\$ 3,500.00	\$ 9,500.00	Increase due to revenue
Concessionaire	101-757-802.000	\$ 76,650.00	\$ 18,500.00	\$ 91,150.00	Current & Project Expenditure
Refuse Removal	101-757-809.000	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	Increase due to revenue
<u>City Manager</u>					
Supplies	101-172-726.000	\$ 200.00	\$ 170.00	\$ 370.00	Office chair purchase
<u>Assessor</u>					
Equipment	101-209-977.000	\$ 00.00	\$ 595.00	\$ 595.00	APEX Software
<u>Treasurer</u>					
Health Insurance	101-253-716.000	\$ 12,000.00	\$ 8,000.00	\$ 20,000.00	Extended dependent coverage & carry over from PY costs
<u>Cemetery</u>					
Fringes	101-276-714.000	\$ 18,500.00	\$ 7,500.00	\$ 26,000.00	Shift in allocation due to mild Winter
Repair & Maint.	101-276-930.000	\$ 1,000.00	\$ 9,000.00	\$ 10,000.00	Repair of water service
<u>Police</u>					
Ins & Bonds	101-301-910.000	\$ 5,800.00	\$ 425.00	\$ 6,225.00	Shift in allocation
<u>Trs Out</u>					
Cap Projects	101-966-999.402	\$ 21,000.00	\$ 10,800.00	\$ 31,800.00	Trs for improvement loan From Contngency
Sewer (Leachate)	101-966-999.590	\$ 00.00	\$ 25,649.00	\$ 25,649.00	Trs to leachate for tree Removal advance

January 18, 2016

					<u>\$ 82,266.00</u>	Positive (Negative) Impact on Fund Balance
General Fund						
<u>Capital Project Fund</u>						
<u>Revenue</u>						
Misc.	402-000-694.000	\$ 00.00	\$ 100.00	\$ 100.00		Interest on Energy Construc.
Trs in G/F	402-000-699.101	\$ 00.00	\$ 10,800.00	\$ 10,800.00		Trs from T/P Surcharge to Contingency
				\$ ----		
				<u>\$ 10,900.00</u>		Positive (Negative) Impact on Fund Balance
<u>Substandard Housing</u>						
Misc Expenditure	495-967-956.000	\$ 2,400.00	\$ 925.00	\$ 3,325.00		YTD Citizen Assistance
<u>Municipal Building</u>						
Depreciation	512-265-968.000	\$ 00.00	\$ 1,883.00	\$ 2,883.00		Audit adjustment Dep. Cox Bldg.
<u>Sewer Fund</u>						
Misc Revenue	590-000-694.000	\$ 1,000.00	\$ 8,000.00	\$ 9,000.00		Septic Service Billing
Trs in G/F	590-000-699.101	\$ 00.00	\$ 25,649.00	\$ 25,649.00		Trs to leachate Tree Removal Advance
<u>Sewage Treatment</u>						
Dues & Publicat.	590-555-830.000	\$ 400.00	\$ 150.00	\$ 550.00		Increase in fees
Certification Merit	590-555-711.000	\$ 500.00	\$ (100.00)	\$ 400.00		Shift in pay out
Sewer Fund				<u>\$ 33,699.00</u>		Positive (Negative) Impact on Fund Balance
<u>Water Fund</u>						
Water Service Repairs	591-000-650.000	\$ 3,000.00	\$ 4,500.00	\$ 7,500.00		Turn on/off fees
Misc	591-000-694.000	\$ 1,000.00	\$ 1,500.00	\$ 2,500.00		Meter Freeze Charges
<u>Water Distribution</u>						
Certification Merit	591-557-711.000	\$ 500.00	\$ 100.00	\$ 600.00		Shift in pay out
Improvements	591-557-970.000	\$ 59,200.00	\$ 6,200.00	\$ 65,400.00		H58 Main Repair Carry over
Water Fund				\$ (300.00)		Positive (Negative) Impact on Fund Balance
<u>Marina</u>						
Dock Fees	594-000-607.001	\$ 12,000.00	\$ 1,600.00	\$ 13,600.00		Current & project rev YE
Depreciation	594-691-968.000	\$ 25,000.00	\$ 27,500.00	\$ 52,500.00		Audit adjustment additional asset
Marina Fund						Positive (Negative) Impact on Fund Balance
					\$ (25,900.00)	
<u>Motor Pool</u>						
Prof Services	661-902-801.000	\$ 3,000.00	\$ 1,600.00	\$ 4,600.00		CDL Consortium & Fire Inspections
Principal	661-902-993.000	\$ 16,380.00	\$ 38,150.00	\$ 54,530.00		Grader Loan Principal omitted
						Positive (Negative) impact on Fund Balance
					<u>\$(39,750.00)</u>	

4. Approve City Manager Contract

Moved by Commissioner Nettleton to accept the City Manager contract as proposed and presented. Support by Commissioner Cotey.

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

5. Approve City Commission Meeting Minutes of 1-6-16

January 18, 2016

Moved by Commissioner Cotey to approve the City Commission Meeting Minutes of 1-6-16 as presented. Support by Commissioner Nettleton.

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

6. Check Register/List of Bills

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

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

7. City Manager Report

City Manager Olson stated that regarding the Cox building Kathy and he are meeting with John and Deb tomorrow to complete the Brownfield application. Envirollogic is working with them on behalf of the County. As for the old City Hall bid opening is on Thursday at 3:00 p.m. The L-dock expansion project will have bid documents out by the end of this week GEI Consultants are working with us, an early March award is hopeful. Regarding the Wastewater Treatment Plant storage building the bids will be on the next agenda, currently they are working with the lowest bidder on bringing the costs down. The 2014 Clean Water Report is now on line. Next, Olson stated that 9 candidates have pulled and filed nominating petitions for the Charter Commission to be placed on the May 3rd election. Last, Olson informed the Commission that he would be out of the office February 18, through the 22nd and in Lansing for the Capital Conference March 22nd through the 24th.

F. CORRESPONDENCE

There was none.

G. PUBLIC COMMENTS (non-agenda items)

There were none.

H. ADJOURNMENT

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

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

The Regular Meeting of the City Commission adjourned at 6:19 p.m.

Rod DesJardins, Mayor

Sue Roberts, City Clerk

LIST OF BILLS

29960)ALGER COUNTY HUMANE SOCIETY	325.00
29961)ALGER COUNTY ELECTRIC	875.00
29962)DSTECH	18.75
29963)HIAWATHA TELEPHONE COMPANY	1031.59
29964)STANDARD INSURANCE COMPANY	428.36
29965)STANDARD INSURANCE COMPANY	244.32
29966)D. ROBB FERGUSON	3000.00
29967)MARK MILLER	250.00
29968)COLEMAN ENGINEERING COMPANY	2796.50
29969)COLEMAN ENGINEERING COMPANY	4642.50
29970)AN*SER SERVICES	50.00
29971)VERIZON WIRELESS	427.29
29972)JACOB KLEIMAN	250.00
29973)JUSTIN SCHLABACH	250.00
29974)DEVIN OLSON	40.00
29975)MANATRON INC.	125.23
29976)SHELL FLEET PLUS	351.21
29977)MICHIGAN MUNICIPAL LEAGUE	427.21
29978)CITY OF MUNISING	1002.35
29979)DISPLAY SALES COMPANY	1875.00

January 18, 2016

29980)HIAWATHA TELEPHONE COMPANY	48.48
29981)PETERSON PUBLISHING INC.	144.53
29982)RON'S BODY SHOP	250.00
29983)GREATER MUNISING BAY	16003.75
29984)GREATER MUNISING BAY	64.38
29985)KATHY REYNOLDS	50.00
29986)WINKLER DENTAL CENTER	3850.00
29987)TIM LUOMA	925.00
29988)MADIGAN'S HARDWARE	267.86
29989)MICHIGAN RURAL WATER ASSOCIATION	250.00
29990)NAPA AUTO PARTS	141.88
29991)NORTH CENTRAL LABORATORIES	595.45
29992)PUTVIN DRUG STORE	13.77
29993)USA BLUE BOOK	522.41
29994)PETERSON PUBLISHING INC.	881.30
29995)MICHIGAN LOCAL GOVERNMENT MANAGEMENT ASSOC.	110.00
29996)SUPERIORLAND SERVICES, INC.	165.61
29997)AUTO-WARES GROUP	464.88
29998)GEROU EXCAVATING, INC.	110.00
29999)MIDWAY RENTALS	223.61
30000)UPPER PENINSULA POWER COMPANY	22991.96
30001)TRUCK EQUIPMENT, INC.	139.98
30002)US BANK EQUIPMENT FINANCE	284.43
30003)UPPER MICHIGAN COMMUNITY CREDIT UNION	84.00
30004)ALGER COUNTY TREASURER	1.46
30005)DTE ENERGY	3096.59
30006)UPPER PENINSULA RECREATION INC.	1230.77
30007)UPPER MICHIGAN COMMUNITY CREDIT UNION	357.29
30008)NICK HELD	44.28
30009)ANDERSON, TACKMAN & COMPANY	2000.00
30010)POMASL FIRE EQUIPMENT	155.84
30011)TRUDELL PLUMBING & HEATING	57.65
30012)MICHIGAN/WISCONSIN SPRING & BRAKE	513.42
30013)GREATER MUNISING BAY	2500.00
30014)NEAL'S TRUCK PARTS	752.36
30015)BLUE CROSS BLUE SHIELD OF MICHIGAN	17846.51
30016)NORTH COUNTRY POWER GENERATION	3931.00
30017)DELTA DENTAL	1764.18
30018)STATE OF MICHIGAN LARA BOILER DIVISION	102.30