

CITY COMMISSION OF THE CITY OF MUNISING  
AGENDA  
MONDAY, MARCH 21, 2016  
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. OLD CITY BUSINESS
  - 1. Treasurer's Report
  - 2. Monthly Reports - Committee - Fire - Police - WWTP
  - 3. DDA - Partnership Updates - Kathy Reynolds
- D. NEW CITY BUSINESS
  - 1. Traverse Engineering H-58 Water Main Project Update
  - 2. Soil Erosion Permit for FLAP H-58 Project \$1,400.00
  - 3. Extension of Purchase Agreement Cox Building
  - 4. Phase 3 Cox Addition Project Update
  - 5. Resolution for Itchee's Washtub LLC - Microbrewery License
  - 6. Resolutions for Submission of Heroes Field Grant Applications
  - 7. Resolutions for Submission of Mountain Bike Trail Grant Applications
  - 8. Coleman Engineering Company Revised Proposal for Sanitary Sewer Design and Permitting Services \$4,500.00
  - 9. Approve City Commission Meeting Minutes of 3/2/16
  - 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 OF REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL

The Regular City Commission Meeting was duly called and held on Monday, **March 21, 2016**, in the City Commission Room of City Hall. Mayor DesJardins called the meeting to order at 6:00 p.m.

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

- B. PUBLIC COMMENT (non-agenda items)

There were none.

- C. OLD CITY BUSINESS

- 1. Treasurer's Report

Moved by Commissioner Nettleton to approve the Treasurer's Monthly Report as submitted. Support by Commissioner Bornslaeger.

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

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

There were no comments on the monthly reports.

- 3. DDA - Partnership Updates - Kathy Reynolds

Kathy Reynolds began by informing the Commission that the Cox Building project is moving right along they are going over costs to get everything on an even keel. As for the Old City Hall Building Project it too is moving along nicely they had a kick off meeting with MEDC and have a tentative start date of next week. She then reminded the Commission of the Job Fair coming on March 30<sup>th</sup> at the Community Center. Next, she indicated that they have twenty to thirty thousand dollars in Place Making money this will be used for new trash cans, banners, directional sign panels etc. Last she mentioned the M-28 infrastructure project, in order for her to apply for monies we have to have a Streetscape Plan in place.

D. NEW CITY BUSINESS

1. Traverse Engineering H-58 Water Main Project Update

John Paul Pietila with Traverse Engineering went over some issues with the water distribution; a study of the larger users was done from July 2014 to June 2015. They came up with a maximum day to average day water usage for 2015, they also did a comparison of existing recorded static pressures from the 2013 ISO Report to Watercad analysis. A 2015 hydrant test compared to the Watercad analysis was done. An analysis of the pumping electrical energy costs were done for the Bayshore and Varnum pump houses, last Pietila went over a few critical needs areas in the City's water system.

2. Soil Erosion Permit for FLAP H-58 Project \$1,400.00

Moved by Commissioner Bornslaeger to approve the soil erosion permit for the FLAP grant H-58 project in the amount of \$1,400.00. Support by Commissioner Nettleton.

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

3. Extension of Purchase Agreement Cox Building

Moved by Commissioner Bornslaeger to approve the extension of the Cox Building Agreement for six months (8-26-2016). Support by Commissioner Nettleton.

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

4. Phase 3 Cox Addition Project Update

Moved by Commissioner Bornslaeger to table this until the next meeting (April 6, 2016). Support by Commissioner Nettleton.

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

5. Resolution for Itchee's Washtub LLC - Microbrewery License

Moved by Commissioner Bornslaeger to approve the Resolution for Itchee's Washtub LLC Microbrewery License. Support by Commissioner Nettleton.

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

At a regular meeting of the City of Munising council/board called to order by Mayor DesJardins on March 21, 2016 at 6:00 p.m. the following resolution was offered:

Moved by Commissioner Bornslaeger and supported by Commissioner Nettleton that the application from Itchee's Washtub LLC for the following license Microbrewery to be located at 209 Maple St., Munising, MI 49862.

It is the consensus of this body that it recommends this application be considered for approval by the Michigan Liquor Control Commission.

Vote  
Yeas: 3  
Nays: 0  
Absent: 2

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Munising council/board at a regular meeting held on March 21, 2016.

\_\_\_\_\_  
Sue Roberts, City Clerk

\_\_\_\_\_  
Date

6. Resolutions for Submission of Heroes Field Grant Applications

Moved by Commissioner Nettleton to approve resolutions for submission for Heroes Field Grant Applications. Support by Commissioner Bornslaeger.

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

**NATURAL RESOURCES TRUST FUND GRANT PROGRAM  
RESOLUTION OF AUTHORIZATION**

WHEREAS, the City of Munising supports the submission of an application titled, "Heroes Field ADA Improvements" to the Natural Resources Trust Fund for ADA access and ballfield improvements at the City's Heroes Field complex; and,

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan; and,

WHEREAS, the City of Munising has made a financial commitment to the project in the amount of \$15,600.00 matching funds, in cash and/or force account; and,

NOW THEREFORE, BE IT RESOLVED that the City of Munising hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for \$ 44,400.00, and further resolves to make available its financial obligation amount of \$15,600.00 (26%) of a total \$60,000.00 project cost, during the 2017-2018 fiscal year.

AYES:

NAYES:

ABSENT:

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made and passed by the City Council of the City of Munising at their regular meeting held on the twenty first day of March, 2016 at 6:00 p.m. in the Council Chambers, with a quorum present.

\_\_\_\_\_  
Clerk

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

**NATURAL RESOURCES TRUST FUND GRANT PROGRAM  
RESOLUTION OF AUTHORIZATION**

WHEREAS, the City of Munising supports the submission of an application titled, "Heroes Field Lighting Improvements" to the Natural Resources Trust Fund for the replacement of ballfield lighting and general improvements at the City's Heroes Field complex; and,

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan; and,

WHEREAS, the City of Munising has made a financial commitment to the project in the amount of \$15,600.00 matching funds, in cash and/or force account; and,

NOW THEREFORE, BE IT RESOLVED that the City of Munising hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for \$ 44,400.00, and further resolves to make available its financial obligation amount of \$15,600.00 (26%) of a total \$60,000.00 project cost, during the 2017-2018 fiscal year.

AYES:

NAYES:

ABSENT:

MOTION APPROVED.

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\_\_\_\_\_  
Clerk

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

**RECREATION PASSPORT GRANT PROGRAM  
RESOLUTION OF AUTHORIZATION**

WHEREAS, the City of Munising supports the submission of an application titled, "Heroes Field ADA Improvements" to the Recreation Passport Program for ADA renovations and general field improvements at the City's Heroes Field complex; and,

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan OR Current Capital Improvement Plan; and,

WHEREAS, the City of Munising has made a financial commitment to the project in the amount of \$15,000.00 matching funds, in cash and/or force account; and,

NOW THEREFORE, BE IT RESOLVED that the City of Munising hereby authorizes submission of a Recreation Passport Grant Application for \$ 45,000.00, and further resolves to make available its financial obligation amount of \$15,000.00 (25%) of a total \$60,000.00 project cost, during the 2017-2018 fiscal year.

AYES:

NAYES:

ABSENT:

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made and passed by the City Council of the City of Munising at their regular meeting held on the twenty first day of March, 2016 at 6:00 p.m. in the Council Chambers, with a quorum present.

\_\_\_\_\_  
Clerk

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

## **RECREATION PASSPORT GRANT PROGRAM RESOLUTION OF AUTHORIZATION**

WHEREAS, the City of Munising supports the submission of an application titled, "Heroes Field Lighting Improvements" to the Recreation Passport Program for the replacement of ballfield lighting and general improvements at the City's Heroes Field complex; and,

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan OR Current Capital Improvement Plan; and,

WHEREAS, the City of Munising has made a financial commitment to the project in the amount of \$15,000.00 matching funds, in cash and/or force account; and,

NOW THEREFORE, BE IT RESOLVED that the City of Munising hereby authorizes submission of a Recreation Passport Grant Application for \$ 45,000.00, and further resolves to make available its financial obligation amount of \$15,000.00 (25%) of a total \$60,000.00 project cost, during the 2017-2018 fiscal year.

AYES:

NAYES:

ABSENT:

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made and passed by the City Council of the City of Munising at their regular meeting held on the twenty first day of March, 2016 at 6:00 p.m. in the Council Chambers, with a quorum present.

\_\_\_\_\_  
Clerk

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

7. Resolutions for Submission of Mountain Bike Trail Grant Applications

Moved by Commissioner Nettleton to approve resolutions for submission of Mountain Bike Trail Grant Applications. Support by Commissioner Bornslaeger.

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

## **NATURAL RESOURCES TRUST FUND GRANT PROGRAM RESOLUTION OF AUTHORIZATION**

WHEREAS, the City of Munising supports the submission of an application titled, "Munising Bay Mountain Bike Park" to the Natural Resources Trust Fund for the construction of a Mountain Bike Skills Park; and,

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan; and,

WHEREAS, the City of Munising has made a financial commitment to the project in the amount of \$15,600.00 matching funds, in cash and/or force account; and,

NOW THEREFORE, BE IT RESOLVED that the City of Munising hereby authorizes submission of a Michigan Natural Resources Trust Fund Application for \$ 44,400.00, and further resolves to make available its financial obligation amount of \$15,600.00 (26%) of a total \$60,000.00 project cost, during the 2017-2018 fiscal year.

AYES:

NAYES:

ABSENT:

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made and passed by the City Council of the City of Munising at their regular meeting held on the twenty first day of March, 2016 at 6:00 p.m. in the Council Chambers, with a quorum present.

\_\_\_\_\_  
Clerk

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

## RECREATION PASSPORT GRANT PROGRAM RESOLUTION OF AUTHORIZATION

WHEREAS, the City of Munising supports the submission of an application titled, "Munising Bay Mountain Bike Park" to the Recreation Passport Program for the construction of a Mountain Bike Skills Park; and,

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan OR Current Capital Improvement Plan; and,

WHEREAS, the City of Munising has made a financial commitment to the project in the amount of \$15,000.00 matching funds, in cash and/or force account; and,

NOW THEREFORE, BE IT RESOLVED that the City of Munising hereby authorizes submission of a Recreation Passport Grant Application for \$ 45,000.00, and further resolves to make available its financial obligation amount of \$15,000.00 (25%) of a total \$60,000.00 project cost, during the 2017-2018 fiscal year.

AYES:

NAYES:

ABSENT:

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made and passed by the City Council of the City of Munising at their regular meeting held on the twenty first day of March, 2016 at 6:00 p.m. in the Council Chambers, with a quorum present.

\_\_\_\_\_  
Clerk

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

8. Coleman Engineering Company Revised Proposal for Sanitary Sewer Design and Permitting Services \$4,500.00

Moved by Commissioner Bornslaeger to approve Coleman Engineering Company's revised proposal for sanitary sewer design and permitting services in the amount of \$4,500.00. Support by Commissioner Nettleton.

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

9. Approve City Commission Meeting Minutes of 3/2/16

Moved by Commissioner Nettleton to approve the City Commission Meeting Minutes of 3/2/16 as presented. Support by Commissioner Bornslaeger.

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

10. Check Register/List of Bills

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

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

11. City Manager Report

City Manager Olson stated that he is working with Marine Tech on the L-dock project to refine plans, quantities and costs. Marine Tech has our project slated as the first project of the year, this should be sufficient for MEDC's grant time frame. Regarding the FLAP Grant Project the grade inspection meeting was last week, the final stages of design and layout are in the works, along with working with MDOT's schedule. As for the Wastewater Treatment Plant building a pre-construction meeting should take place in mid-April. Weather permitting, a start date in mid-May with a substantial completion date of June 24, 2016 is the plan. Olson then stated that the Board of Review will be concluding this week, the final taxable value can then be worked out for the budget. Also a Building and Grounds meeting will be necessary to discuss issues. Last Olson informed the Commission that he

would be out of the office the rest of the week to attend the MML Convention in Lansing, and that he will also be out of the office April 4<sup>th</sup> - 8<sup>th</sup>.

E. CORRESPONDENCE

Correspondence included a letter from the State of Michigan Department of Treasury regarding the City's plan to correct deficiencies noted in the 2015 AMAR Review. The plan was accepted as submitted.

F. PUBLIC COMMENTS (non-agenda items)

There were none.

G. ADJOURNMENT

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

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

The Regular Meeting of the City Commission adjourned at 6:31 p.m.

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Rod DesJardins, Mayor

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Sue Roberts, City Clerk

LIST OF BILLS

30145)ALGER COUNTY HUMANE SOCIETY	325.00
30146)COOPER OFFICE EQUIPMENT	45.52
30147)DSTECH36.92	
30148)QUILL CORPORATION	59.63
30149)CITY OF MUNISING	1227.95
30150)D. ROBB FERGUSON	3000.00
30151)AN*SER SERVICES	50.00
30152)TRUCK EQUIPMENT, INC.	25.48
30153)VERIZON WIRELESS	324.96
30154)DEVIN OLSON	190.00
30155)VOIDEDVOIDED	
30156)HIAWATHA TELEPHONE COMPANY	1031.59
30157)NAPA AUTO PARTS	111.75
30158)SHELL FLEET PLUS	2431.80
30159)ANGRY PC	60.00
30160)TERRENCE VIAU	25.00
30161)STATE OF MICHIGAN	210.00
30162)AUTO-WARES GROUP	76.89
30163)GEROU EXCAVATING, INC.	1500.00
30164)MAZZALI AGENCY	1067.00
30165)MUNISING HOCKEY ASSOCIATION	500.00
30166)KATHY REYNOLDS	50.00
30167)GEI CONSULTANTS, INC.	2066.46
30168)ALGER COUNTY ELECTRIC	70.00
30169)MACQUEEN EQUIPMENT INC.	174.85
30170)MANATRON INC.	283.99
30171)MILLER BRADFORD & RISBERG	260.57
30172)MONROE TRUCK EQUIPMENT, INC.	19.00
30173)GBS INC.	280.00
30174)STEPHEN DAUSEY	25.00
30175)ANDERSON, TACKMAN & CO.	500.00
30176)UPPER PENINSULA RECREATION INC.	1230.77
30177)NORTHSTAR EAP & LIFE COUNSELING	630.00
30178)RAY BERG	1000.00
30179)ALGER COUNTY ELECTRIC	38.00
30180)AUTO-WARES GROUP	513.15
30181)MADIGAN'S HARDWARE	195.79
30182)PETERSON PUBLISHING INC.	741.86
30183)DONNA BEAUDRY	149.50
30184)MARIE A. ST. AMOUR	149.50
30185)DAN MALONE	105.49
30186)PARAGON LABORATORIES, INC.	426.00
30187)FASTENAL COMPANY	49.37
30188)VANTAGE FLEX, LLC	100.00
30189)STATE OF MICHIGAN	807.88
30190)MARLENE ROBBINS	144.50
30191)UPPER MICHIGAN COMMUNITY CREDIT UNION	27.36
30192)UPPER MICHIGAN COMMUNITY CREDIT UNION	90.67
30193)MICHELE BENSON	144.50
30194)VOIDEDVOIDED	
30195)DENMAN'S HARDWARE	329.13
30196)DTE ENERGY	3507.61

30197)NORTH CENTRAL LABORATORIES	474.90
30198)UPPER PENINSULA POWER COMPANY	6070.80
30199)ACUITY SPECIALTY PRODUCTS, INC.	190.97
30200)US BANK EQUIPMENT FINANCE	284.43
30201)ERA 288.89	
30202)RON'S BODY SHOP	3303.38
30203)US BANK	21818.75
30204)US BANK	5550.00
30205)PEOPLES STATE BANK	3933.27
30206)BLUE CROSS BLUE SHIELD OF MICHIGAN	18350.74
30207)DELTA DENTAL	1764.18
30208)MML 5.00	