

APRIL 21, 2025

CITY COMMISSION OF THE CITY OF MUNISING
301 E. SUPERIOR ST.
MUNISING, MI 49862
AGENDA
MONDAY, APRIL 21, 2025
6:00 P.M.

- A. CALL TO ORDER THE REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL
- B. PUBLIC COMMENT (4 MINUTE LIMIT)
- C. CONSENT AGENDA
 - 1. Treasurer's Monthly Report
 - 2. Monthly Reports - Committee- Fire - Police
 - 3. DDA Minutes of 4-16-2025 and Monthly Report - Kathy Reynolds
 - 4. City Commission Meeting Minutes of 4-2-2025
 - 5. List of Bills
 - 6. City Manager Report
- D. NEW CITY BUSINESS
 - 1. Request for Marina and Launch fees to be waived for the Trout/Salmon Classic Fish Tournament May 17th and 18th
 - 2. Farmers' and Artisans' Market License Agreement
 - 3. Coleman Engineering Company Payment Request \$6,171.00 for Non-Motorized Transportation Plan
 - 4. Accept/Award Munising Tourist Park East Building Bathroom Bids
 - 5. Wastewater Treatment Plant Cold Storage Enhancement
 - 6. National Park Service, Pictured Rocks National Lakeshore and City Letter of Understanding
- E. PUBLIC COMMENTS (4 MINUTE LIMIT)
- F. ADJOURNMENT

CITY COMMISSION

Official Proceedings

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

The regular meeting of the City of Munising was duly called and held on Monday, **April 21, 2025**, in the City Commission meeting room of City Hall. Mayor Berry called the meeting to order at 6:00 p.m.

PRESENT: Commissioners: Wilkinson, DesJardins, Burge, Prunick and Mayor Berry
ABSENT: None

- B. PUBLIC COMMENT (4 MINUTE LIMIT)

Jim Parker the former Munising Memorial Hospital administrator made comment on his last two and a half years, there have been many upgrades, grants and equipment. He thanked the City for their continued support.

Katy Schnider made comment that she and others are trying to find a place to have a community garden. Commissioner DesJardins gave them his card as he has helped with several community gardens. City Manager Olson asked for Katy's contact information so he can check out what is available.

Alex Colton the new Alger Conservation District administrator just wanted to introduce himself to the Commission.

- C. CONSENT AGENDA

- 1. Treasurer's Monthly Report
- 2. Monthly Reports - Committee- Fire - Police

APRIL 21, 2025

3. DDA Minutes of 4-16-2025 and Monthly Report - Kathy Reynolds
4. City Commission Meeting Minutes of 4-2-2025
5. List of Bills
6. City Manager Report

Moved by Commissioner DesJardins to accept the Consent Agenda as presented.
Support by Commissioner Wilkinson.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick and
Mayor Berry
Nays: None

City Manager's Report

Capital Projects

- City staff were able to open the entrance to the Tourist Park to assist Cross Construction in beginning the final replacement items remaining on the West bathhouse rehabilitation. Cross Construction is currently on track to finish the project ahead of the June 15th contract completion date and we hope to have the building online for use for Memorial Day weekend.
- Midwest Construction was onsite at the City boat launch this week and are putting together a spring schedule with their subcontractors. I have asked the project manager to have a schedules submitted to the City in the next week so we can begin public outreach for spring boat launch users. We will be working on clearing the area around the ballfield next week to facilitate trailer and car parking and on-street parking on Commercial, Portage, and Division streets will be available.
- I met with Doug Smith from Penchura playground equipment this week. The tentative delivery date for the new components for the upcoming Browns Addition playground renovation should be delivered by Monday, April 28th. The installation crew should be onsite to being the installation of the new equipment within three weeks after delivery. DPW employees will begin removing existing equipment and preparing the site for the Penchura installation crew. The DPW is going to work on trying to deconstruct the swings, funnel ball, slide, and jungle gym so they can be reinstalled at the Tourist Park later this summer. Doug also did a site visit to the Lynn St. Tot lot to review the current play equipment and site conditions. The capital improvement plan has the Lynn St. playground slated for a rehabilitation during fiscal year 25-26 and Doug has started working on a proposed layout for the project.

Administrative Items

- Glenn Anderson and the MML were able to finalize and post the City Managers position. As Glenn mentioned it has been posted through many state, regional, and national professional associations. The posting will be open through April 18th with Glenn providing a summary of the applicant data as well as a potential recommendation special meeting dates to begin the application review and selection process.
- Coleman Engineering is completing the draft of the City of Munising non-motorized transportation plan. Coleman planners and engineers performed a condition assessment review of the existing paths and sidewalks in the City and have begun compiling the information. The individual at Coleman Engineering who has worked with the City on the plan is reviewing their schedule and will most likely be joining the Commission for a presentation at one of the May Commission meetings.

DDA Written Report

MUNISING CITY COMMISSION REPORT Greater Munising Bay Partnership & Munising DDA April 2025

1. The Michigan Match on Main grant application period is now closed and four downtown businesses applied. The Munising DDA (the applicant) reviewed each applicant. Of these businesses, two were moved forward to the formal application process, U.P. Inspired and Falling Rock Café & Bookstore. Our office then submitted a separate grant application

APRIL 21, 2025

and if successful, we will administer and manage the grant and associated paperwork with the business. MEDC will make the grant announcements on June 26. This is a competitive state-wide grant.

2. The Munising DDA Banner Art Contest open period closed last week and judging is currently underway. Winners will be announced after April 22nd. These banners will hang on Elm & the City Dock
3. Planning for PR Days and the annual Chamber event continue. Tickets are available @ our office for this year's annual Chamber event which will be held @ The Connection/East Channel Brewing on Monday, May 12th from 5-7:30 p.m.
4. The Munising DDA approved their 2025-26 budget, and it has been submitted to the City.
5. The DDA is purchasing two benches which will be placed on the City dock as per the community's request.
6. Recently attended and hosted informative online sessions regarding ESTA (Earned Sick Time Act), which effects businesses in Michigan. The Earned Sick Time Act (ESTA) in Michigan requires most employers to provide paid sick time to their employees. All employees, including part-time and seasonal workers, must accrue one hour of paid sick time for every 30 hours worked. Small employers (10 or fewer employees) have different rules regarding accrual and usage of sick time. "Employer" is defined as any person, firm, business, educational institution, corporation, limited liability company, government entity (but not the United States government), or other entity that employs one or more individuals. According to the Department of Labor and Economic Opportunity, nonprofit agencies remain employers for purposes of ESTA.

Moved by Commissioner DesJardins to amend the agenda adding City Attorney Report as item 1A. Support by Commissioner Prunick.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick and Mayor Berry
None

D. NEW CITY BUSINESS

Agenda Amended:

1A. City Attorney Report

Moved by Commissioner DesJardins to approve the City Attorney's report as submitted. Support by Commissioner Wilkinson.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick and Mayor Prunick
Nays: None

1. Request for Marina and Launch fees to be waived for the Trout/Salmon Classic Fish Tournament May 17th and 18th

Moved by Commissioner Prunick to approve waiving the marina dockage and launch fees for the Trout/Salmon Classis Fish Tournament May 17th and 18th. Support by Commissioner Burge.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick and Mayor Berry
Nays: None

2. Farmers' and Artisans' Market License Agreement

Moved by Commissioner DesJardins to approve the Farmers' and Artisans' Market License as amended. (To include Monday's the market will be open, and section b 5 change Market Committee to the City Manager.) Support by Commissioner Wilkinson.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick and Mayor Berry
Nays: None

APRIL 21, 2025

3. Coleman Engineering Company Payment Request \$6,171.00 for Non-Motorized Transportation Plan

Moved by Commissioner Burge to approve payment of \$6,171.00 to Coleman Engineering for the Non-Motorized Transportation Plan. Support by Commissioner Prunick.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick and Mayor Berry
Nays: None

4. Accept/Award Munising Tourist Park East Building Bathroom Bids

Moved by Commissioner DesJardins to accept and place on file bids received for the Tourist Park East Building Bathrooms. Support by Commissioner Burge.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick and Mayor Berry
Nays: None

Bids Received: Hall Contracting \$127,350.00 and Midwest Construction \$136,633.00.

Moved by Commissioner Wilkinson to award the Tourist Park Building Bathroom improvements to Hall Contracting in the amount of \$127,350.00. Support by Commissioner DesJardins.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick and Mayor Berry
Nays: None

5. Wastewater Treatment Plant Cold Storage Enhancement

Moved by Commissioner Burge to accept and place on file bids received for the Wastewater Treatment Plant cold storage enhancement. Support by Commissioner Prunick.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick and Mayor Berry
Nays: None

Bids Received: Cross General Contracting \$11,370.00 and Hall Contracting \$16,617.00.

Moved by Commissioner Wilkinson to award the Wastewater Treatment Plant cold storage enhancement to Cross General Contracting in the amount of \$11,370.00. Support by Commissioner Prunick.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick and Mayor Berry
Nays: None

6. National Park Service, Pictured Rocks National Lakeshore and City Letter of Understanding

Moved by Commissioner Wilkinson to approve the National Park Service, Pictured Rocks National Lakeshore memorandum of understanding. Support by Commissioner DesJardins.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick and Mayor Berry
Nays: None

E. PUBLIC COMMENTS (4 MINUTE LIMIT)

There were no public comments.

F. ADJOURNMENT

Moved by Commissioner DesJardins to adjourn the regular meeting of the City Commission. Support by Commissioner Burge.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick and Mayor Berry
Nays: None

APRIL 21, 2025

The regular meeting of the City Commission adjourned at 6:36 p.m.

Chris Berry, Mayor

Sue Roberts, City Clerk

LIST OF BILLS

41118	INTEGRIS, LLC	290.00
41119	MY WEB MAESTRO	96.00
41120	SEABERG ENTERPRISE, INC	4,932.00
41121	CRANE ENGINEERING SALES INC.	16,659.83
41122	LMAS DISTRICT HEALTH DEPT	216.00
41123	ALGER PARKS & RECREATION	5,461.50
41124	BELEN, WILLIAM	3,500.00
41125	MARK MAKI	1,558.34
41126	O'DEA, NORDEEN AND PICKENS P.C.	3,000.00
41127	DEVIN OLSON	190.00
41128	UPPER PENINSULA POWER CO.	2,059.71
41129	COLEMAN ENGINEERING COMPANY	297.00
41130	VERIZON WIRELESS	527.03
41131	THE ADVISOR OF MANISTIQUE LLC	79.00
41132	USA BLUE BOOK	72.79
41133	THE ADVISOR OF MANISTIQUE LLC	622.50
41134	AUTO-WARES GROUP	944.58
41135	HOLIDAY DIV OF CIRCLE K	148.50
41136	LASCO	7,032.70
41137	TRUCK EQUIPMENT, INC	50.29
41138	HYDRO CORP	804.00
41139	BADGER METER, INC.	197.02
41140	STEPHEN DAUSEY	25.00
41141	MICHIGAN MUNICIPAL LEAGUE	8,817.76
41142	CROSS GENERAL CONTRACTING	14,665.50
41143	UPPER PENINSULA RECREATION INC	1,230.77
41144	HIAWATHA TELEPHONE COMPANY	1,105.69
41145	KONICA MINOLTA BUSINESS SOLUTIONS	320.49
41146	KCI	312.00
41147	COLEMAN ENGINEERING COMPANY	3,407.50
41148	COLEMAN ENGINEERING COMPANY	2,274.25
41149	MEDSURETY, LLC	157.00
41150	M & M SERVICE, INC	343.25
41151	CITY OF MUNISING-WATER	1,174.14
41152	MILLER BRADFORD & RISBERG	2,149.05
41153	FABICK CAT	97.24
41154	MWEA LOCAL SECTION 21	200.00
41155	US BANK	500.00
41156	US BANK	500.00
41157	KCI	714.50
41158	NORTH CENTRAL LABORATORIES	959.33
41159	FASTENAL COMPANY	531.38
	VOID	
41160	LEXISNEXIS COPLOGIC SOLUTIONS, LLC	1,876.20
41161	BOGATER, NICK	105.00
41162	COLEMAN ENGINEERING COMPANY	884.25
41163	FASTENAL COMPANY	531.40

APRIL 21, 2025

41164	COLEMAN ENGINEERING COMPANY	719.75
41165	COLLIGIO GIS, INC	110.00
41166	POMASL FIRE EQUIPMENT	7,315.24
41167	HANNULA AGENCY	4,000.00
41168	US BANK EQUIPMENT FINANCE	262.54
41169	BLUE CROSS BLUE SHIELD OF MICH	34,818.75
41170	POMPS TIRE SERVICE, INC.	239.40
41171	QUILL CORPORATION	222.54
41172	MARQUETTE EMBROIDERY & LETTERING	377.00
41173	NMU-REGIONAL POLICE ACADEMY	110.00
41174	PAYNE & DOLAN, INC.	1,628.00
41175	MADIGAN'S HARDWARE	82.08
41176	DENMAN'S HARDWARE	217.92
41177	QUEST DIAGNOSTICS	33.00
41178	41 LUMBER CO.	43.58
41179	DTE ENERGY	3,744.98
41180	MONROE TRUCK EQUIPMENT, INC.	17.08
41181	WEX BANK	6,264.92
41182	UPEA ENGINEERS & ARCHITECTS	1,032.00
41183	ELECTION SOURCE	42.48