

October 5, 2022

CITY COMMISSION
AGENDA
WEDNESDAY, OCTOBER 5, 2022
6:00 P.M.

- A. CALL TO ORDER THE REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL
- B. PUBLIC COMMENT (non-agenda items)
- C. OLD CITY BUSINESS
 - 1. Approve the Treasurer's Monthly Report
 - 2. Marina August Sales Report
- D. NEW CITY BUSINESS
 - 1. Agreement for Ice Time and Concession Rental
 - 2. Street Closure Request for ReKindle the Spirit
 - 3. Resolution Regarding Minimal Tax Overpayments
 - 4. Utility Billing Payment Plan Policy
 - 5. First Reading of Ordinance to Adopt a New Zoning Ordinance
 - 6. First Reading of New Zoning Ordinance
 - 7. UPEA Final Design Proposal for Boat Ramp Project
 - 8. Amend Fee Schedule - to include Smart Meter LTE Endpoint
 - 9. Approve City Commission Meeting Minutes of 9-19-2022
 - 10. Approve 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 THE REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL

The Regular Meeting of the City Commission was duly called and held on Wednesday, **October 5, 2022**, in the City Commission Meeting room of City Hall. Mayor Nettleton called the meeting to order at 6:00 p.m.

PRESENT: Commissioners: Bogater, Eckert and Mayor Nettleton
ABSENT: Commissioners: Ballas and Berry - excused

- B. PUBLIC COMMENT (non-agenda items)

There were no public comments on non-agenda items.

- C. OLD CITY BUSINESS

- 1. Approve the Treasurer's Monthly Report

Moved by Commissioner Eckert to approve the Treasurer's monthly report as submitted. Support by Commissioner Bogater.

Approved: Yeas: Commissioners: Bogater, Eckert and Mayor Nettleton
Nays: None

- 2. Marina August Sales Report

There were no comments on the Marina's August sales report.

D. NEW CITY BUSINESS

1. Agreement for Ice Time and Concession Rental

Moved by Commissioner Bogater to approve the Agreement for ice time and concession rental with the Munising Hockey Association. Support by Commissioner Eckert.

Approved: Yeas: Commissioners: Bogater, Eckert and Mayor Nettleton
Nays: None

2. Street Closure Request for ReKindle the Spirit

Moved by Commissioner Bogater to approve the street closure request on 12-1-2022, 5:15 p.m.-7:30 p.m. from M-28 to Lynn St. for ReKindle the Spirit. Support by Commissioner Eckert.

Approved: Yeas: Commissioners: Bogater, Eckert and Mayor Nettleton
Nays: None

3. Resolution Regarding Minimal Tax Overpayments

Moved by Commissioner Eckert to approve the Resolution Regarding Minimal Tax Overpayments. Support by Commissioner Bogater.

Approved: Yeas: Commissioners: Bogater, Eckert and Mayor Nettleton
Nays: None

**CITY OF MUNISING
RESOLUTION REGARDING MINIMAL TAX OVERPAYMENTS**

At the regular meeting of the City Commission, Alger County, Michigan, held in the City Hall on the 5th day of October, 2022 at 6:00 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____ and supported by _____:

WHEREAS, the City Treasurer receives overpayments in the course of collecting taxes, and;

WHEREAS, the cost to the City to return small overpayments, due to postage and administrative costs, exceeds \$5.00,

NOW, THEREFORE, BE IT RESOLVED THAT:

The City of Munising Treasurer shall be authorized to apply minimal overpayments in the amount of \$5.00 or less to the Property Tax Administration Fee. The Treasurer shall reimburse the taxpayer for amounts equal to or greater than \$5.01.

Ayes: _____

Nays: _____

Absent: _____

RESOLUTION DECLARED AND ADOPTED.

STATE OF MICHIGAN)
) ss.
COUNTY OF ALGER)

CLERK’S CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the City of Munising, Alger County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the City Commission at a regular meeting held on the 5th day of October, 2022, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full

compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and; (4) minutes of such meeting were kept and will be or have been made available as required thereby.

SUE ROBERTS, Clerk
City of Munising
Dated: _____

4. Utility Billing Payment Plan Policy

Moved by Commissioner Eckert to approve the Utility Billing Payment Plan Policy as presented. Support by Commissioner Bogater.

Approved: Yeas: Commissioners: Bogater, Eckert and Mayor Nettleton
Nays: None

Utility Billing Payment Plan Policy

Effective: October 6th, 2022

Commission Approved: October 5th, 2022

The City of Munising Water and Sewer Ordinance 2022-3 outlines the ability of administration to implement payment plans with utility customers. This payment plan policy is available to all customers on the City of Munising Water and Wastewater systems.

Eligibility Requirements:

- The account must be in the resident or business name
- Customer shall make a down payment of 10%, 30% or 50% of the past due balance
 - Percentage is based on the number of payment plans the customer has previously entered into; first time is 10%, second time 30%, third time or more 50%
- The balance of the past due payment shall be no less than 10% of the initial past due balance and shall be paid in addition to the normal monthly bill
- All payments shall be made in full prior to the close of business of the regular billing cycle due date
- The first installment payment following the down payment shall be due the next full regular billing cycle due date
- All payments shall be made in full prior to the payment plan due date, however, partial payments may be made at any time during the month which will be credited toward the agreed upon monthly past due amount.

Late penalties shall be conditionally waived during the agreed upon payment plan schedule. Failure to make a payment in accordance with the payment plan shall cause all penalties to be added to the account and service to the parcel shall be terminated without further notification. The payment plan agreement shall utilize a standard form of agreement that includes:

- Account Information
- Past due balance
- Number of previous payment plans
- Payment plan schedule showing due dates and amounts
- Any conditionally waived penalties

5. First Reading of Ordinance to Adopt a New Zoning Ordinance

Moved by Commissioner Bogater to table the First Reading of this ordinance until October 17, 2022. Support by Commissioner Eckert.

Approved: Yeas: Commissioners: Bogater, Eckert and Mayor Nettleton
Nays: None

6. First Reading of New Zoning Ordinance

Moved by Commissioner Eckert to table the First Reading of the New Zoning Ordinance until October 17, 2022. Support by Commissioner Bogater.

Approved: Yeas: Commissioners: Bogater, Eckert and Mayor Nettleton
Nays: None

7. UPEA Final Design Proposal for Boat Ramp Project

Moved by Commissioner Eckert to approve the UPEA Final Design Proposal for the Boat Ramp Project in the amount of \$65,000.00. Support by Commissioner Bogater.

October 5, 2022

Approved: Yeas: Commissioners: Bogater, Eckert and Mayor Nettleton
Nays: None

8. Amend Fee Schedule - to include Smart Meter LTE Endpoint

Moved by Commissioner Bogater to amend the Fee Schedule to include Smart Meter LTE Endpoint purchases at cost plus a .99 cent monthly charge. Support by Commissioner Eckert.

Approved: Yeas: Commissioners: Bogater, Eckert and Mayor Nettleton
Nays: None

9. Approve City Commission Meeting Minutes of 9-19-2022

Moved by Commissioner Bogater to approve the City Commission Meeting Minutes of 9-19-2022 as submitted. Support by Commissioner Eckert.

Approved: Yeas: Commissioners: Bogater, Eckert and Mayor Nettleton
Nays: None

10. Approve Check Register/List of Bills

Moved by Commissioner Eckert to approve and pay the check register/list of bills as submitted. Support by Commissioner Bogater.

Approved: Yeas: Commissioners: Bogater, Eckert and Mayor Nettleton
Nays: None

11. City Manager Report

The final touches continue to be put on the projects around the City as winter approaches. BACCO is working through a long punch list of items that need to be completed in order to finally wrap up the M-28 Project. As of now, there are no water or sewer related items although BACCO will continue resetting catch basin structures through the corridor. We are currently working with the planning and project management staff out of the MDOT Newberry office on some long term solutions to some of the maintenance issues that have arisen on the trunk-line the past two years. BACCO and MDOT both anticipate an early winter final completion date of the project. Certain aspects of the contract such as restoration, trees, and pipe warranties will remain open for at least an additional year. Due to the size of the project, BACCO was required to warranty the pavement work per MDOT requirements.

The DDA project is mostly complete after a number of delays were encountered. As of today, the remainder of the East-West crosswalks need to be installed and the magnetic timer loop at the stop light needs to have final installation. During the milling process, the 1-inch mill actually broke through the existing pavement and went into the former gravel grade. All of the plans from the original pavement project showed a minimum of 2.75-inches of asphalt and it appeared that a number of areas actually had less than 1 inch of asphalt. The overlay layer of new asphalt was put down at 1.5 inches and was wedged into the curb to create as much strength as possible.

BACCO, MDOT, and myself are continuing to work on the ride quality issues that are plaguing the newly rehabilitated section of H-58. The pavement ride quality does not meet the City's ride quality standards and does not structurally meet MDOT standards. The project is an MDOT Local Agency Project so we have MDOT working on our behalf towards a positive resolution that is within budget and meets the standards of our agencies. BACCO will have the lead of their paving division onsite in the next week and we hope to reach a tentative agreement on a resolution at that time.

City staff are preparing for our routine fall activities that are weather dependent. The marina staff in conjunction with our DPW has already started to prep the Marina for the winter however dock maintenance and fuel tank winterization will be ongoing through the rest of the month. The tourist park had another successful season and we expect the park to close for the season in the next couple of weeks. This will allow ample time for Paul's Plumbing and Kleiman Well drilling to finalize our well installation and tie in.

I will not be in attendance for the October 17th City Commission meeting as I will be out west.

E. CORRESPONDENCE

There was no new correspondence.

F. PUBLIC COMMENTS (non-agenda items)

October 5, 2022

There were no public comments on non-agenda items.

G. ADJOURNMENT

Moved by Commissioner Bogater to adjourn the Regular Meeting of the City Commission. Support by Commissioner Eckert.

Approved: Yeas: Commissioners: Bogater, Eckert and Mayor Nettleton
Nays: None

The Regular Meeting of the City Commission adjourned at 6:30 p.m.

D.M. Nettleton, Mayor

Sue Roberts, City Clerk

LIST OF BILLS

38039)	GRAINGER	162.00
38040)	SUPERIOR WALK IN CENTER	115.00
38041)	UPPER PENINSULA RECREATION INC.	3780.04
38042)	UPPER PENINSULA RECREATION INC.	2840.53
38043)	UPPER PENINSULA RECREATION INC.	3278.66
38044)	ETNA SUPPLY COMPANY	126.00
38045)	HYDRITE CHEMICAL COMPANY	2463.28
38046)	NORTH CENTRAL LABORATORIES	1205.03
38047)	PAYNE & DOLAN, INC.	1550.90
38048)	LAFORCE	72.00
38049)	DELTA DENTAL	1719.24
38050)	VISION SERVICE PLAN	410.57
38051)	STANDARD INSURANCE COMPANY	342.75
38052)	STANDARD INSURANCE COMPANY	537.84
38053)	BLUE CROSS BLUE SHIELD OF MICHIGAN	24729.02
38054)	UPPER PENINSULA RECREATION INC.	3386.68
38055)	INTEGRIS-COMPUDYNE, LLC	80.00
38056)	NORTH COUNTRY DISPOSAL	250.00
38057)	BEAUCHAMP PLUMBING & HEATING	310.00
38058)	HILLSIDE PARTY STORE LLC	140.00
38059)	DENMAN'S HARDWARE	71.31
38060)	GREAT LAKES TESTING, INC.	505.00
38061)	NORTH CENTRAL LABORATORIES	425.97
38062)	HOLIDAY-WEX BANK	3980.48
38063)	LYNN AUTO PARTS	372.86
38064)	UPPER PENINSULA RECREATION INC.	1230.77
38065)	JOSEPH LAKOSKY LLC	1980.00
38066)	DELTA COUNTY ROAD COMMISSION	682.94
38067)	AIRGAS USA, LLC	39.63
38068)	POMASL FIRE EQUIPMENT	337.87
38069)	AUTO VALUE	238.62
38070)	MADIGAN'S HARDWARE	927.33
38071)	HOME CITY ICE COMPANY	125.97
38072)	VANTAGE FLEX, LLC	120.00
38073)	KCI	267.26
38074)	COLEMAN ENGINEERING COMPANY	201.50
38075)	BECKER ARENA PRODUCTS, INC.	1302.17
38076)	ANSER SERVICES	96.00
38077)	ELECTION SOURCE	172.82
38078)	LASCO	507.82
38079)	US BANK EQUIPMENT FINANCE	169.99
38080)	DTE ENERGY	401.83