

NOVEMBER 19, 2018

CITY COMMISSION OF THE CITY OF MUNISING
AGENDA
MONDAY, NOVEMBER 19, 2018
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. Treasurer's Monthly Report
 - 2. Monthly Reports - Committee - Fire - Harbor Master - Police - WWTP
 - 3. DDA - Partnership Updates - Kathy Reynolds
- D. NEW CITY BUSINESS
 - 1. North Coast Paddleboarding Dock Space Request
 - 2. First Reading of Ordinance to Regulate Open Burning in the City of Munising
 - 3. Lasco - Technology Service Agreement for Police Dept.
 - 4. Munising Bay Mountain Bike Trailhead Amendment No. 5
 - 5. Mayor's Reappointment of Arvilla Satterlee to the Munising Housing Commission
 - 6. Resolution to Adopt a Local Pavement Warranty Program
 - 7. Resolution to Implement a Local Pavement Warranty Program
 - 8. Coleman Engineering Company invoice for \$22,583.75 SAW-Sanitary Sewer
 - 9. Coleman Engineering Company invoice for \$6,120.00 SAW-Storm Sewer
 - 10. Coleman Engineering Company invoice for \$7,390.25 - Sand Point Rd. Emergency Culvert Replacement
 - 11. Interfund Loan Agreement
 - 12. Munising Memorial Letter of Support Request
 - 13. MDOT Contract Modification
 - 14. Approve City Commission Meeting Minutes of 11-7-18
 - 15. Check Register/List of Bills
 - 16. 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 Monday, **November 19, 2018**, in the City Commission Room of City Hall. Mayor DesJardins called the Regular Meeting to order at 6:00 p.m.

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

B. PUBLIC COMMENT (non-agenda items)

There were no public comments.

C. OLD CITY BUSINESS

1. Treasurer's Monthly Report

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

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

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

There were no comments on the monthly reports.

3. DDA - Partnership Updates - Kathy Reynolds

Kathy informed the Commission that she and her assistant had gone to the National Travel Conference - Adventure Tours. She showed the Commission the mural sketches that are planned to be places around town. Funding is through an Art Place Grant. Several Upper Peninsula communities are receiving funding from the grant. She then reminded the Commission of the ReKindle the Spirit event on the 29th of this month.

D. NEW CITY BUSINESS

1. North Coast Paddleboarding Dock Space Request

The City Manager is to contact last year's renters to see if there is interest in a dock space for 2019. Due to this request for dock space.

2. First Reading of Ordinance to Regulate Open Burning in the City of Munising

No action was necessary. A Public Hearing second reading will be scheduled.

3. Lasco - Technology Service Agreement for Police Dept.

Moved by Commissioner Nettleton to approve the Police Department entering into a technology service agreement with Lasco. Support by Commissioner Bogater.

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

4. Munising Bay Mountain Bike Trailhead Amendment No. 5

Moved by Commissioner Nettleton to approve Amendment No. 5 for the Munising Bay Mountain Bike Trailhead, also authorizing the City Manager to sign related documents. Support by Commissioner Bogater.

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

5. Mayor's Reappointment of Arvilla Satterlee to the Munising Housing Commission

Moved by Commissioner Bogater to approve the Mayor's reappointment of Arvilla Satterlee to the Munising Housing Commission for a five year term. Support by Commissioner Nettleton.

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

6. Resolution to Adopt a Local Pavement Warranty Program

Moved by Commissioner Bogater to approve the resolution to adopt a Local Pavement Warranty Program. Support by Commissioner Nettleton.

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

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RESOLUTION TO ADOPT A LOCAL PAVEMENT WARRANTY PROGRAM

WHEREAS, the Michigan Legislature (MCL 247.663) requires each city or village to adopt a Local Agency Pavement Warranty Program that was approved by the Michigan Department of Transportation in 2018;

WHEREAS, the Michigan Local Agency Pavement Warranty Program was developed by the Local Agency Pavement Warranty Task Force for use by all 533 cities and villages in the format approved by the Michigan Department of Transportation in 2018;

WHEREAS, the Michigan Department of Transportation has reviewed and approved the Michigan Local Agency Pavement Warranty Program consisting of Special Provisions (Boilerplate, Concrete, HMA, Location, Pass-Through Warranty Bond); a Warranty Bond Form and Contract Form; and Guidelines for Local Agency Pavement Warranty Programs;

NOW THEREFORE BE IT RESOLVED, the City of Munising hereby adopts the Michigan Local Agency Pavement Warranty Program and accompanying documents in accordance to the requirements of MCL 247.663.

Motion made by _____ seconded by _____ to adopt the Resolution as stated above. Effective November 19th, 2018.

Upon roll call vote, the following voted:

YES:

NO:

Mayor Rod DesJardins declared the motion _____ on November 19th, 2018.

Sue Roberts, City Clerk

7. Resolution to Implement a Local Pavement Warranty Program

Moved by Commissioner Bogater to approve the resolution to Implement a Local Pavement Warranty Program. Support by Commissioner Nettleton.

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

RESOLUTION TO IMPLEMENT A LOCAL PAVEMENT WARRANTY PROGRAM

WHEREAS, The Michigan Legislature created a requirement (MCL 247.663) as part of the Transportation Funding Package of 2015 that requires each city and village to adopt a Local Agency Pavement Warranty Program that was approved by the Michigan Department of Transportation in 2018;

WHEREAS, the City of Munising adopted the Michigan Local Agency Pavement Warranty Program on November 19th, 2018;

WHEREAS, the City of Munising agrees to consider a local pavement warranty on each project that includes \$2 million or more in paving-related items and includes any state or federal funds;

WHEREAS, the Local Agency Pavement Warranty Program law requires each city and village to report annually on each project that includes \$2 million or more in paving-related items and includes any state or federal funds, whether or not a warranty was utilized in the project;

WHEREAS, the City of Munising agrees to implement the Michigan Local Agency Pavement Warranty Program consistent with the Guidelines for Local Agency Pavement Warranty Program document that was approved by the Michigan Department of Transportation in 2018; and which the City of Munising adopted Implementation Policy defines the City of Munising intent of its pavement warranty program;

NOW THEREFORE BE IT RESOLVED, the City of Munising hereby agrees to implement the Local Agency Pavement Warranty Program and annually report in accordance with the law.

Motion made by Commissioner Bogater seconded by Commissioner Nettleton to adopt the Resolution as stated above. Effective November 19th, 2018.

Upon roll call vote, the following voted:

YES: Commissioners Bogater, Nettleton, and Mayor DesJardins

NO: None

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Mayor Rod DesJardins declared the motion _____ on November 19th, 2018.

Sue Roberts, City Clerk

- 8. Coleman Engineering Company invoice for \$22,583.75 SAW-Sanitary Sewer

Moved by Commissioner Nettleton to approve payment to Coleman Engineering Company in the amount of \$22,583.75 for the SAW Sanitary Sewer Project. Support by Commissioner Bogater.

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

- 9. Coleman Engineering Company invoice for \$6,120.00 SAW-Storm Sewer

Moved by Commissioner Nettleton to approve payment to Coleman Engineering Company in the amount of \$6,120.00 for the SAW Storm Sewer Project. Support by Commissioner Bogater.

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

- 10. Coleman Engineering Company invoice for \$7,390.25 - Sand Point Rd. Emergency Culvert Replacement

Moved by Commissioner Nettleton to approve payment to Coleman Engineering Company in the amount of \$7,390.25 for the Sand Point Rd. emergency culvert replacement. Support by Commissioner Bogater.

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

- 11. Interfund Loan Agreement

Moved by Commissioner Nettleton to approve the Interfund Loan Agreement, also amending the budget accordingly with the Sewer and Water funds. Support by Commissioner Bogater.

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

City of Munising
Interfund Loan Agreement

WHEREAS, The City of Munising has determined that the replacement of the water main within and surrounding the M-28 corridor is needed to preserve and protect the public health, safety, and welfare of the City and its residents; and

WHEREAS, temporary funding is needed to fund the preliminary engineering of the 2020 M-28 corridor water project; and

NOW, THEREFORE, BE IT RESOLVED the City of Munising shall establish an Interfund Loan from the Sewer Fund to the Water Fund with the following stipulations:

- 1. The Interfund Loan shall be used to pay for design and engineering services relating to the M-28 corridor water project in 2020,
- 2. The loan amount shall not exceed \$135,000.00 and shall be repaid in one (1) installment following the closing of the USDA-RD loan,
- 3. The Loan shall be from the Sewer fund, with leachate treatment dollars,
- 4. The Loan shall be bear an interest rate equal to 2.75% APR.

Motion made by _____ seconded by _____ to adopt the Resolution as stated above. Effective _____, 2018.

Upon roll call vote, the following voted:

YES:

NO:

Mayor Rod DesJardins declared the motion _____ on the _____, 2018

Sue Roberts, City Clerk

12. Munising Memorial Letter of Support Request

Moved by Commissioner Bogater to authorize the City Manager to draft a letter of support from the City for Munising Memorial Hospital. Support by Commissioner Nettleton.

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

13. MDOT Contract Modification

Moved by Commissioner Nettleton to approve the MDOT Contract Modification as submitted. Support by Commissioner Bogater.

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

14. Approve City Commission Meeting Minutes of 11-7-18

Moved by Commissioner Nettleton to approve the City Commission Meeting Minutes of 11-7-18 as presented. Support by Commissioner Bogater.

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

15. Check Register/List of Bills

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

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

16. City Manager Report

City Manager Olson stated that through a Land and Water Fund Grant, the ice arena grant for new boards scored 240 points, the grant was funded down to 220 points last year. Next, Olson stated that the blower and aeration grid have been installed at the Wastewater Treatment Plant and are in operation as the primary blower. The City will received a \$27,000.00 energy upgrade rebate. Electric bills have already gone down significantly. The Police Charger is in service the City budgeted \$36,000.00 and the final tally was \$8.00 under budget. Last, Olson stated that the winter tax bills will be going out soon.

E. CORRESPONDENCE

There was no correspondence.

F. PUBLIC COMMENTS (non-agenda items)

There were no public comments.

G. ADJOURNMENT

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

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

The Regular Meeting of the City Commission adjourned at 6:40 p.m.

Rod DesJardins, Mayor

Sue Roberts, City Clerk

LIST OF BILLS

| | | |
|--------|-------------------------------|---------|
| 33425) | PETERSON PUBLISHING INC. | 620.10 |
| 33426) | NAPA AUTO PARTS | 1277.02 |
| 33427) | COMPASS MINERALS AMERICA INC. | 4240.25 |

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|--------|---------------------------------------|----------|
| 33428) | NORTHWEST HYDRAULICS & ENGINEERING | 371.10 |
| 33429) | BELL EQUIPMENT COMPANY | 475.17 |
| 33430) | AN*SER SERVICES | 57.00 |
| 33431) | UPPER PENINSULA POWER COMPANY | 5870.69 |
| 33432) | FREI CHEVROLET | 168.28 |
| 33433) | UP INTERNATIONAL TRUCK | 491.71 |
| 33434) | UPPER MICHIGAN COMMUNITY CREDIT UNION | 26.40 |
| 33435) | CITY OF MUNISING-WATER | 1704.27 |
| 33436) | VANTAGE FLEX, LLC | 110.00 |
| 33437) | TRI-COUNTY SEPTIC | 1575.00 |
| 33438) | SAFETY VISION | 2283.70 |
| 33439) | LASCO | 2875.55 |
| 33440) | MISS GOOD STITCH | 114.00 |
| 33441) | BEAUCHAMP PLUMBING & HEATING | 2576.88 |
| 33442) | DEB LINDEBLAD | 50.98 |
| 33443) | ALTRAN | 8.00 |
| 33444) | MARIE ST. AMOUR | 176.09 |
| 33445) | MICHELE BENSON | 171.09 |
| 33446) | PATRICIA LACOMBE | 176.09 |
| 33447) | ARVILLA SATTERLEE | 171.09 |
| 33448) | DENISE CURTIS | 171.09 |
| 33449) | BEATRICE STIMAC | 171.09 |
| 33450) | DONNA GRIFFITHS | 171.09 |
| 33451) | JOYCE OAS | 171.09 |
| 33452) | UPPER MICHIGAN COMMUNITY CREDIT UNION | 86.70 |
| 33453) | MADIGAN'S HARDWARE | 28.96 |
| 33454) | PETERSON PUBLISHING INC. | 250.70 |
| 33455) | ALL-PHASE ELECTRIC SUPPLY COMPANY | 5459.00 |
| 33456) | HIAWATHA TELEPHONE COMPANY | 40.14 |
| 33457) | JOHNSON BROTHERS RENTALS | 150.00 |
| 33458) | KATHY REYNNOLDS | 50.00 |
| 33459) | DISPLAY SALES COMPANY | 1688.00 |
| 33460) | FALLING ROCK CAFÉ | 3250.00 |
| 33461) | NORTHWOODS PRINTING | 2800.00 |
| 33462) | MACQUEEN EQUIPMENT INC. | 2775.61 |
| 33463) | AECOM TECHNICAL SERVICES | 5202.76 |
| 33464) | SHELL FLEET PLUS | 1862.05 |
| 33465) | STATE OF MICHIGAN | 93572.32 |
| 33466) | 41 LUMBER COMPANY | 1174.97 |
| 33467) | UPPER MICHIGAN COMMUNITY CREDIT UNION | 451.19 |
| 33468) | DASH MEDICAL GLOVES | 131.80 |
| 33469) | GEROU EXCAVATING, INC. | 646.00 |
| 33470) | COMPASS MINERALS AMERICA INC. | 4253.31 |
| 33471) | ALGER COUNTY CLERK | 193.83 |
| 33472) | GREAT AMERICAN DISPOSAL COMPANY | 6125.25 |