

November 21, 2022

CITY COMMISSION
AGENDA
MONDAY, NOVEMBER 21, 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. Treasurer's Monthly Report
 - 2. Monthly Reports - Committee- Fire - Police - Harbor Master - WWTP
 - 3. DDA - Partnerships updates Kathy Reynolds
- D. NEW CITY BUSINESS
 - 1. Munising Downtown Development Authority Board Appointments: Tom Hall and Cori Cearley
 - 2. Engineering Services Agreement Amendment 3 - Water Improvements Project
 - 3. Pay Request for M-28 Sewer Improvements Project \$93,591.17
 - 4. Pay Request for M-28 Water Improvements Project \$126,417.12
 - 5. Sewer Improvements Project Engineering Amendment 3
 - 6. Munising Volunteer Fire Department Resolution of Acknowledgement For William "Bill" Cabanaw
 - 7. Munising Public Schools Easement Request
 - 8. Approve City Commission Meeting Minutes of 11-2-2022
 - 9. Approve Check Register/List of Bills
 - 10. 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 21, 2022**, in the City Commission Meeting room of City Hall. Mayor Nettleton called the meeting to order at 6:00 p.m.

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

- B. PUBLIC COMMENT (non-agenda items)

There were no public comments on non-agenda items.

- C. OLD CITY BUSINESS

- 1. Treasurer's Monthly Report

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

Approved: Yeas: Commissioners: Ballas, Berry, Eckert and Mayor Nettleton
Nays: None

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

There were no comments or questions on the monthly reports submitted.

3. DDA - Partnerships updates Kathy Reynolds

Kathy was not in attendance but did submit the following written report.

**GREATER MUNISING BAY PARTNERSHIP/ALGER CO. CHAMBER &
MUNISING DDA
Report for City Commission Meeting
Kathy Reynolds, CEO & Executive Director
November 21, 2022**

1. Rekindle the Spirit night coming up on Thursday, Dec. 1 @ 5:30.
2. Rekindle the Spirit Grand Giveaway starts on Thanksgiving Day and runs until Thursday, Dec. 15.
3. Thank you to the City crew for installing the holiday decorations. Some of the lights are not working correctly downtown, and the electrician is working on those. Also, a few of the decorations need to be worked on and the City crew is working on those.
4. Coordinating and hosting an Upper Peninsula Economic Development Alliance (I serve as the chair) event @ NMU on Friday, Dec. 9. The topic is employee retention.
5. Attended a CUPPAD meeting with various stakeholders in the region regarding connecting the bike trails from Marquette to Munising. This will require multiple steps and townships and will need to be over an extended period.
6. We are in the end processes of completing the Alger Co. Healthcare Needs Assessment and this will be available to the public by mid-December.
7. Attended a Michigan Festival & Events conference in Port Huron and an U.P. Arts Alliance event in Marquette. I sit on each of their boards.
8. Invest UP and myself both met with several business leaders in the community to discuss business conditions, future forecasting and projects.
9. Wrote and submitted of a grant for a downtown business with the MI Department of Ag & Rural Development. Also, assisted another Munising business with the same grant opportunity. Both grants involved machinery to assist in their business operations.

D. NEW CITY BUSINESS

1. Munising Downtown Development Authority Board Appointments: Tom Hall and Cori Cearley

Moved by Commissioner Ballas to appoint Tom Hall and Cori Cearley to the Downtown Development Authority Board, for another term. Support by Commissioner Berry.

Approved: Yeas: Commissioners: Ballas, Berry, Eckert and Mayor Nettleton
Nays: None

2. Engineering Services Agreement Amendment 3 - Water Improvements Project

Moved by Commissioner Berry to approve the Engineering Service Agreement amendment for the Water Improvements Project. Support by Commissioner Eckert.

Approved: Yeas: Commissioners: Ballas, Berry, Eckert and Mayor Nettleton
Nays: None

3. Pay Request for M-28 Sewer Improvements Project \$93,591.17

Moved by Commissioner Eckert to approve the pay request for the M-28 Sewer Improvements Project in the amount of \$93,591.17. Support by Commissioner Berry.

Approved: Yeas: Commissioners: Ballas, Berry, Eckert and Mayor Nettleton
Nays: None

4. Pay Request for M-28 Water Improvements Project \$126,417.12

November 21, 2022

Moved by Commissioner Berry to approve the pay request for the M-28 Water Improvements Project in the amount of \$126,417.12. Support by Commissioner Eckert.

Approved: Yeas: Commissioners: Ballas, Berry, Eckert and Mayor Nettleton
Nays: None

5. Sewer Improvements Project Engineering Amendment 3

Moved by Commissioner Berry to approve the Sewer Improvements Project Amendment 3 for Engineering services in the amount of \$25,000.00. Support by Commissioner Ballas.

Approved: Yeas: Commissioners: Ballas, Berry, Eckert and Mayor Nettleton
Nays: None

6. Munising Volunteer Fire Department Resolution of Acknowledgement For William "Bill" Cabanaw

Moved by Commissioner Eckert to approve the Resolution of Acknowledgement for William "Bill" Cabanaw, for years served on the Munising Volunteer Fire Department. Support by Commissioner Ballas.

Approved: Yeas: Commissioners: Ballas, Berry, Eckert and Mayor Nettleton
Nays: None

RESOLUTION

William "Bill" Cabanaw

YEARS OF SERVICE ON THE

MUNISING VOLUNTEER FIRE DEPARTMENT

Whereas, Bill Cabanaw joined the Munising Volunteer Fire Department February 1997, and

Whereas, Bill was employed by the City of Munising from December 1989 as a full time Fire Truck Driver, and

Whereas, Bill has faithfully served the City of Munising and surrounding areas for the past 33 years, and

Whereas, Bill has decided to retire after 33 years of faithful service, and

Now Therefore Be It Resolved: that the City of Munising commends and thanks Bill Cabanaw for his years of volunteer service. Good luck to Bill and Carol.

Date: _____

D.M. Nettleton, Mayor

7. Munising Public Schools Easement Request - Michael Travis

Moved by Commissioner Ballas to authorize the City Manager and City Attorney to work with the school regarding the easement, then bring it back for Commission Approval. Support by Commissioner Berry.

Approved: Yeas: Commissioners: Ballas, Berry, Eckert and Mayor Nettleton
Nays: None

8. Approve City Commission Meeting Minutes of 11-2-2022

Moved by Commissioner Berry to approve the City Commission Meeting Minutes of 11-2-2022 as submitted. Support by Commissioner Eckert.

Approved: Yeas: Commissioners: Ballas, Berry, Eckert and Mayor Nettleton
Nays: None

9. 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 Berry.

Approved: Yeas: Commissioners: Ballas, Berry, Eckert and Mayor Nettleton

Nays: None

10. City Manager Report

The auditors from Anderson-Tackman have spent the past two weeks in City Hall doing document review for the creation and submission of our final audit which will be finalized next month. As of now, no major issues or deficiencies have been identified nor were any expected. We expect the final audit to be submitted to the State of Michigan in late December with an Audit presentation with the City Commission occurring the first two months of next calendar year.

The administration is continuing to move forward on a number of financial house keeping items such as delinquent water & sewer bills and delinquent personal property taxes. Due to timing issues surrounding tax bills, the Administration expects to have our legally uncollectable utilities accounts to the Commission for review and action next month. The remaining accounts will be placed on the real property tax bills on the next applicable tax bill. This approach will ensure that our utility billing accounts are current when we enter next fiscal year.

We will also be working on the delinquent personal property taxes during the same time period as the rectification of the delinquent utility accounts. Due to the nature of personal property taxes, a number of actions will require court action and we expect this to occur in the coming months with the goal being that we have no outstanding delinquent personal property or utility accounts by the end this current fiscal year.

City Attorney Ferguson and I have been working on filling his very large shoes as he prepares to retire at the end of December. We are currently working with Bill Nordeen on working into his position. Bill represents a number of local governments in the region and has provided excellent outside counsel to the City this past year. The City Attorney and myself will be offering a recommendation of the position next month however section 4.6 of the City Charter dictates that the City Commission is the body responsible for the appointment of the position.

The City continues to work with a number of partners on EV charging grants that would cover the installation and operations and maintenance of a charging station on City owned property. The Superior Watershed Partnership is spearheading the project however, a land use agreement will be at the December 7th City Commission meeting for review and approval. The tentative agreement would allow for the installation of two charging stations with no financial liabilities to the City.

The Western Star plow truck will begin getting outfitted in the next couple of weeks. The chassis and drivetrain will have the front blade and body, underbody plow, and box with sanding unit installed and will hopefully be delivered prior to the first of the year. This will be the first new plow truck put into service in over a decade and will allow for our oldest unit to be put in standby/backup status.

City Hall will be closed on November 24th and 25th, December 23rd, 26th, 30th, and January 2nd in observation of the upcoming holidays.

Commissioner Ballas asked about the e-charging station, City Manager Olson stated that yes the City will be putting a "Fast" e-charge station on the edge of the City Hall parking lot. Ballas also asked about not having a center line on Superior St. Olson explained that MDOT does not allow center lines to be painted, per our road size.

Commissioner Berry asked about stumps and if they would be ground up. City Manager Olson stated that yes they would be taken care of.

E. CORRESPONDENCE

There was no new correspondence.

F. PUBLIC COMMENTS (non-agenda items)

Brice Burge asked about the parking spaces they seem longer. Also, he asked about M-28 and some minor items that need to be addressed. City Manager Olson stated that MDOT still has a punchlist of things needing to be taken care of.

G. ADJOURNMENT

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

Approved: Yeas: Commissioners: Ballas, Berry, Eckert and Mayor Nettleton
Nays: None

November 21, 2022

The Regular Meeting of the City Commission adjourned at 6:28 p.m.

D.M. Nettleton, Mayor

Sue Roberts, City Clerk

LIST OF BILLS

38184)	VERIZON WIRELESS	869.76
38185)	SPECTRUM PRINTERS INC.	190.00
38186)	CHARTER COMMUNICATIONS	118.52
38187)	SHELL FLEET PLUS	117.00
38188)	ALGER COUNTY HUMANE SOCIETY	325.00
38189)	DEVIN OLSON	190.00
38190)	D ROBB FERGUSON	3000.00
38191)	USA BLUE BOOK	124.08
38192)	US BANK	500.00
38193)	SUPERIORLAND GAS COMPANY	96.00
38194)	EGLE	2473.19
38195)	HIAWATHA TELEPHONE COMPANY	1189.97
38196)	MICHIGAN MUNICIPAL EXECUTIVES	800.00
38197)	CITY OF MUNISING-WATER	3394.36
38198)	APEX SOFTWARE	235.00
38199)	UPPER PENINSULA POWER COMPANY	5040.55
38200)	BERGDAHL'S INC.	111.45
38201)	FASTENAL COMPANY	21.53
38202)	NELSON KYLENE	107.47
38203)	MY WEB MAESTRO	96.00
38204)	ASSOC OF PUBLIC TREASURERS	299.00
38205)	MILLER BRADFORD & RISBERG	139.00
38206)	CARGILL, INCORPORATED	8495.39
38207)	PHIL'S TREE SERVICE	1500.00
38208)	ENVIROLOGIC	1194.50
38209)	ELECTION SOURCE	575.00
38210)	UPPER PENINSULA RECREATION INC.	1230.77
38211)	DENMAN'S HARDWARE	181.98
38212)	AUTO-WARES GROUP	300.77
38213)	HYDRO CORP	2467.00
38214)	PARAGON LABORATORIES, INC.	292.00
38215)	NMPA	85.00
38216)	O'DEA, NORDEEN AND PICKENS P.C.	75.00
38217)	CAROLYN FLECK	85.00
38218)	VICTORIA WUS	70.00
38219)	PATRICIA LACOMBE	197.50
38220)	DENISE CURTIS	192.50
38221)	UPPER PENINSULA RECREATION INC.	2827.74
38222)	MICHIGAN FIREMEN'S ASSN	75.00
38223)	MICHIGAN FIREMEN'S ASSN	160.00
38224)	TRI-COUNTY SEPTIC & SONS LLC	1800.00
38225)	EGLE	330.00
38226)	SLC METER LLC	8192.55
38227)	USA BLUE BOOK	144.80
38228)	ETNA SUPPLY COMPANY	52.00
38229)	DEFRANCESCO LANDS	2500.00
38230)	GREATER MUNISING BAY	141.02
38231)	ALTRAN	1644.90
38232)	TDS MEDIA DIRECT, INC.	150.00
38233)	MILLER, CANFIELD, PADDOCK	7000.00
38234)	IMPERIAL ELECTRIC	1900.00
38235)	KATHY REYNOLDS	60.00
38236)	HIAWATHA TELEPHONE COMPANY	40.43