

February 21, 2022

CITY COMMISSION OF THE CITY OF MUNISING
301 E. SUPERIOR ST.
MUNISING, MI 49862
AGENDA
MONDAY, FEBRUARY 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. AUDIT PRESENTATION - MIKE GRENTZ
 - 1. Accept Audit for 2020-2021
- D. OLD CITY BUSINESS
 - 1. Nestor St. Parking - Kim Graves
 - 2. Treasurer's Monthly Report
 - 3. Monthly Reports - Committee- Fire - Police - WWTP
 - 4. DDA - Partnerships updates Kathy Reynolds
- E. NEW CITY BUSINESS
 - 1. Amend Minutes of May 5, 2021 - Residential Cross Connection Control Program Proposal - adding "in the amount of \$75,888.00"
 - 2. Payment in Coin Policy
 - 3. Proposal to Conduct a Classification and Compensation Study
 - 4. Budget Adjustments
 - 5. Dockage Lease for Neil Perry-Portal Reed Charters, LLC
 - 6. MERS Health Care Savings Program Resolution
 - 7. Authorize City Manager to begin ballot language for Headlee Renewal Proposal
 - 8. Pay Request for M-28 Sewer Project in the amount of \$145,459.58
 - 9. Pay Request for M-28 Water Project in the amount of \$110,936.88
 - 10. M-28 Water Improvements Project Engineering Service Agreement Amendment 2 Addition of \$99,500.00
 - 11. Approve City Commission Meeting Minutes of 2-2-2022
 - 12. Approve Check Register/List of Bills
 - 13. City Manager Report
- F. CORRESPONDENCE
- G. PUBLIC COMMENTS (non-agenda items)
- H. 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, **February 21, 2022**, in the Commission Meeting Room of City Hall. Mayor Nettleton called the meeting to order at 6:00 p.m.

PRESENT: Commissioners: Ballas, Berry, Bogater, Eckert and Mayor Nettleton
ABSENT: None

February 21, 2022

B. PUBLIC COMMENT (non-agenda items)

There were no public comments.

C. AUDIT PRESENTATION - MIKE GRENTZ

1. Accept Audit for 2020-2021

Moved by Commissioner Eckert to accept the 2020-2021 audit as presented. Support by Commissioner Bogater.

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

D. OLD CITY BUSINESS

1. Nestor St. Parking - Kim Graves

The people that requested this be on the agenda did not show for the meeting.

2. Treasurer's Monthly Report

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

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

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

There were no questions on the monthly reports.

4. DDA - Partnerships updates Kathy Reynolds

Kathy has been busy she is going to the Michigan DDA Conference. The ice climbers were in town, plans for that weekend were changed due to M-28 being closed. She also explained what the DDA is and how it works so the Commission will know how to answer questions if asked.

E. NEW CITY BUSINESS

1. Amend Minutes of May 5, 2021 - Residential Cross Connection Control Program Proposal - adding "in the amount of \$75,888.00"

Moved by Commissioner Berry to amend the Minutes of May 5, 2021 to include the amount of \$75,888.00 for the residential cross connection control program. Support by Commissioner Eckert.

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

2. Payment in Coin Policy

Moved by Commissioner Berry to approve the Payment in Coin Policy as presented. Support by Commissioner Ballas.

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

Payment in Coin
City of Munising Policy
March 2nd, 2022

PURPOSE:

To provide guidelines for accepting coins tendered for payment

Guidelines:

- The City will not accept more than twenty coins in payment for any debts or obligations owed to the City of Munising
- The City Treasurer or their representative may waive this guideline provided the following conditions are met: (only one (1) roll of each denomination is accepted or six (one of each) total for pennies, nickels, dimes, quarters, half dollars, and dollar coins if properly wrapped)

1. Coins are wrapped in coin wrappers with the customer's name, address, and telephone number.
2. Coins are wrapped in the following category
 - a. Pennies \$0.50 roll wrapper (50 Pennies)
 - b. Nickels \$2.00 roll wrapper (40 Nickels)
 - c. Dimes \$5.00 roll wrapper (50 Dimes)
 - d. Quarters \$10.00 roll wrapper (40 Quarters)

SUPPORT:

State of Michigan MCL (Michigan Compiled Laws) 21.153 requires the treasurer to accept United States silver coins in payment of any debt, taxes, or other obligations collectable by the municipality. Since the statute specifies silver coins, not nickel or copper coins, the treasurer is not required to accept payment in nickels or pennies.

NOTE: Coin wrappers are not provided by the City of Munising to facilitate these types of transactions

Adoption Date

Sue Roberts, City Clerk

3. Proposal to Conduct a Classification and Compensation Study

Moved by Commissioner Ballas to approve the proposal from Municipal Consulting Services LLC, in the amount of \$8,400.00 to conduct a Classification and compensation study. Support by Commissioner Bogater.

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

4. Budget Adjustments

Moved by Commissioner Eckert to approve the budget adjustments as presented. Support by Commissioner Berry.

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

Budget Adjustments

<u>Department</u>	<u>Account</u>	<u>Current Budget</u>	<u>Amount Change</u>	<u>Amended</u>	<u>Reason</u>	
General Fund						
Revenue						
Expenditure						
Police	Equipment Purchas	101-301-977.000	-0-	1,005.00	1,005.00	Body Cams
Fire	Reprs & Maint	101-336-930.000	4,000.00	3,855.00	7,855.00	Pumper
Public Works	Misc.	101-441-956.000	1,000.00	1,450.00	2,450.00	Aerial Lift
	Sidewalks	101-441-987.000	-0-	1,000.00	1,000.00	Hemlock
Parks & Rec	Overtime	101-691-706.000	500.00	580.00	1,080.00	4 th July
	Supplies	101-691-726.000	1,500.00	320.00	1,820.00	Sprink
Zoning Board						
Of Appeals	Printing & pub	101-722-900.000	500.00	500.00	1,000.00	AKE Pro
Arena	Repairs Maint	101-758-930.000	10,000.00	11,716.00	21,716.00	Compres
				\$20,426.00		
Major Strts						
Expenditure						
Administration	Audit Fees	202-483.801.000	2,000.00	500.00	2,500.00	Audit Fee
				500.00		
Local Strts						
Expenditures						
Routine Maint	Prof Serv	203-463-801.000	-0-	3,700.00	3,700.00	Alley Becker
				3,700.00		
Sewer						
Expenditure						
Sewer Treatm	Equip Purch	590-555-968.001	-0-	7,100.00	7,100.00	Meters
				7,100.00		
Water						
Expenditure						

February 21, 2022

Water Dist	Prof Serv	591-557-01.000	14,000.00	30,000.00	44,000.00	Hydro Cor
	Equip Purch	591-557-997.000	-0-	1,200.00	1,200.00	Mtrs Fit
					<u>\$31,200.00</u>	

5. Dockage Lease for Neil Perry-Portal Reed Charters, LLC

Moved by Commissioner Berry to approve the dockage lease for Neil Perry - Portal Reed Charters, LLC and to authorize City Manager Olson to prepare the paperwork. Support by Commissioner Ballas.

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

6. MERS Health Care Savings Program Resolution

Moved by Commissioner Ballas to approve the MERS Health Care Savings Program Resolution as presented. Support by Commissioner Eckert.

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

7. Authorize City Manager to begin ballot language for Headlee
Renewal Proposal

Moved by Commissioner Berry to authorize the City Manager and City Attorney to begin preparing the ballot language for the Headlee renewal. Support by Commissioner Bogater.

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

8. Pay Request for M-28 Sewer Project in the amount of \$145,459.58

Moved by Commissioner Berry to approve the pay request for the M-28 Sewer Project in the amount of \$145,459.58. Support by Commissioner Bogater.

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

9. Pay Request for M-28 Water Project in the amount of \$110,936.88

Moved by Commissioner Berry to approve the pay request for the M-28 Water project in the amount of \$110,936.88. Support by Commissioner Eckert.

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

10. M-28 Water Improvements Project Engineering Service Agreement
Amendment 2 Addition of \$99,500.00

Moved by Commissioner Eckert to approve the M-28 Water Improvements Project Engineering Service Agreement Amendment 2 adding \$99,500.00 for the cost of services. Support by Commissioner Ballas.

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

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

Moved by Commissioner Bogater to approve the City Commission Meeting Minutes of 2-2-2022 as presented. Support by Commissioner Eckert.

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

12. Approve Check Register/List of Bills

Moved by Commissioner Berry to approve and pay the bills. Support by Commissioner Eckert.

February 21, 2022

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

13. City Manager Report

Preparation for Spring is beginning although the weather doesn't necessarily show this. BACCO began moving heavy equipment into the M-28 construction zone this past week. Loaders and excavators are now on location as well as the majority of water and sewer components. This will hopefully give BACCO a leg up on the construction season as they will be minimally impacted by spring weight restrictions.

Final paperwork and previously approved contract documents should be put in place with Smith Construction in the next 30-45 days as final paper and title work for the Grand Island Township sewer expansion is being finalized. Smith Construction and their subcontractors have not been idle as they are ready to begin with the construction phase as soon as the contracts are signed.

Coleman Engineering provided the first round of draft plans for the 2022 Downtown Development Authority Street Rehabilitation project. Kathy and myself reviewed the plans and submitted a number of changes to Coleman. We anticipate that a refined plan set will be submitted to the DDA in the month of March. The public hearing for the DDA plan amendment is scheduled for the March 2nd City Commission meeting. The plan incorporates the 2022 DDA Street Rehabilitation project into their 20-year project list. This was project list medication was a necessity in order for the DDA to accept the MDOT grant funds and then issue a small bond measure for the remainder of the project. The plan amendment does not modify the tax revenue nor the boundaries of the DDA district.

The City of Munising and BakerTilly have received the official approval from the Michigan Department of Treasury to solicit purchasing quotes on our potential pension funding bonds. We are scheduling for this phase during the week of March 7th with a compilation and City Commission review occurring on March 21st. The municipal bond mark remains relatively stable although market trends are indicative of potential interest increases occurring this year.

A handful of ordinance updates continue to move forward. City Attorney Ferguson has drafted a revised Water and Sewer ordinance that will be submitted to the City Commission for review next month. It is our hope to have the new water and sewer ordinance in place prior to the end of this fiscal year. City Attorney Ferguson is also continuing work and a draft of the Animal Ordinance revision. It is my hope that his draft will be back to the Ad Hoc Animal Committee in the next week or two.

Shannon Morgan and Jill Ferrari from Renovare Development have submitted a request to be on the Commission agenda for March 2nd. Renovare has been working on a mixed-use development that is proposed for the Munising Lands Property across from Mazzali's. Once Renovare provides a final packet of information regarding the project, I will make sure it gets to commissioners as soon as possible for review.

F. CORRESPONDENCE

There was no correspondence.

G. PUBLIC COMMENTS (non-agenda items)

Kathy Reynolds informed the Commission that Pictured Rocks Days will be happening this year.

H. ADJOURNMENT

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

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

The Regular Meeting of the City Commission adjourned at 7:15 p.m.

D.M. Nettleton, Mayor

Sue Roberts, City Clerk

February 21, 2022

LIST OF BILLS

37257)	WISCONSIN CENTRAL LTD VN165151	609.60
37258)	SHELL FLEET PLUS	2999.88
37259)	VERIZON WIRELESS	724.34
37260)	D ROBB FERGUSON	3000.00
37261)	ALGER COUNTY HUMANE SOCIETY	325.00
37262)	DEVIN OLSON	190.00
37263)	JOE HILLIER	1500.00
37264)	UPPER PENINSULA RECREATION INC.	1230.77
37265)	US BANK EQUIPMENT FINANCE	169.99
37266)	QUILL CORPORATION	227.52
37267)	NORTHWEST HYDRAULICS & ENGINEERING	1294.94
37268)	HYDRO CORP	2467.00
37269)	SUPERIORLAND SERVICES, INC.	185.03
37270)	CHARTER COMMUNICATIONS	114.03
37271)	USA BLUE BOOK	847.54
37272)	NAPA AUTO PARTS	333.28
37273)	AUTO-WARES GROUP	19.70
37274)	NORTH CENTRAL LABORATORIES	227.02
37275)	BADGER METER, INC.	245.76
37276)	PARAGON LABORATORIES, INC.	292.00
37277)	CITY OF MUNISING-WATER	1040.30
37278)	ANSER SERVICES	100.00
37279)	QUILL CORPORATION	180.16
37280)	UPPER PENINSULA POWER COMPANY	5304.86
37281)	UP INTERNATIONAL TRUCK	241.01
37282)	COLLEGE LAUNDRY & RENTAL	463.00
37283)	HIAWATHA TELEPHONE COMPANY	1103.19
37284)	MICHIGAN MUNICIPAL LEAGUE	6093.00
37285)	MY WEB MAESTRO	96.00
37286)	AUTO-WARES GROUP	478.15
37287)	ALGER COUNTY	30.00
37288)	HOLIDAY-WEX BANK	7317.57
37289)	KCI	247.00
37290)	COMPUDYNE, INC.	70.00
37291)	MINING JOURNAL	213.12
37292)	COUNTRY MILE DOC DESTRUCTION INC.	1483.00
37293)	NMU STUDENT SERVICE CENTER	750.00
37294)	DTE ENERGY	4604.56
37295)	UPEA ENGINEERS & ARCHITECTS	1417.50
37296)	DALCO	132.41
37297)	41 LUMBER COMPANY	169.47
37298)	VOIDED	VOIDED
37299)	UPPER PENINSULA RECREATION INC.	1230.77
37300)	EMBERS CREDIT UNION	165.19
37301)	STREICHER'S - MINNEAPOLIS	864.79
37302)	SKIP'S AUTO REPAIR LLC	76.00
37303)	COLEMAN ENGINEERING COMPANY	2679.00
37304)	TRUIST GOVT FINANCE	70397.20
37305)	NORTHWOODS PRINTING	5855.00
37306)	COLLIGIO GIS, INC.	5000.00
37307)	GREATER MUNISING BAY	264.83
37308)	MINING JOURNAL	254.76
37309)	LAKE SUPERIOR COMMUNITY PARTNERSHIP	250.00
37310)	KATHY REYNOLDS	50.00
37311)	HIAWATHA TELEPHONE COMPANY	40.16