

June 3, 2020

Virtual Meeting on Zoom
CITY COMMISSION
AGENDA
WEDNESDAY, JUNE 3, 2020
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. Committee Updates - Monthly Reports - Fire Department, Police Department and WWTP
 - 3. Kathy Reynolds Updates
- D. NEW CITY BUSINESS
 - 1. Ordinance Authorizing Issuance of \$4,650,000.00 Bond - 2020 Water Supply System
 - 2. Request for Proposals for an Administrative Consultant - CDBG
 - 3. Pictured Rocks Cruises, Inc. Amendment of Lease Dockage
 - 4. Zoning Ordinance Scope and Proposal - CIB Planning/CUPPAD
 - 5. LASCO Security upgrade Proposal \$20,941.65
 - 6. BACCO request to lease old MSP post - \$1,000.00 per year
 - 7. Request to purchase City Property
 - 8. Introduction of Proposed Budget for 2020-2021 Fiscal year
 - 9. Approve City Commission Meeting Minutes of 5-6-2020
 - 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 via on-line meeting hook up, **June 3, 2020**. Mayor DesJardins called the meeting to order at 6:01 p.m.

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

- B. PUBLIC COMMENT (non-agenda items)

There were no public comments received before the meeting.

- C. OLD CITY BUSINESS

- 1. Treasurer's Monthly Report

Moved by Commissioner Berry to approve the Treasurer's Monthly report as submitted. Support by Commissioner Bogater.

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Roll Call Vote:

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

2. Committee Updates - Monthly Reports -Fire Department, Police Department and WWTP

Commissioner Ballas mentioned that the Alger County Renewable Energy Source group had met with the high school and they are proposing solar panels for the roof of the school, to save money.

3. Kathy Reynolds Updates

**Munising DDA & Greater Munising Bay Partnership/Chamber Report
to the Munising City Commission
June 3, 2020**

1. Contacted over 200 businesses in Alger Co. regarding MEDC Small Business Relief grant funding. Personally, worked with over 60 businesses to apply for this funding and in less than 10 days spent 110 hours speaking personally with business owners and taking them through the process (very tight grant timeline). This grant process went through our office (as did other county economic development offices in the U.P.). Seven businesses were awarded funding in Alger counties for a total of \$54,800 (80 awarded in 15 U.P. counties, for a total of \$500,000).
2. Weekly virtual meetings (sometimes groups meet more than once a week): MSU Tourism, Upper Peninsula economic development work groups and legislative leaders, local tourism work group, Michigan DDA and numerous staff meetings.
3. Attending numerous other meetings, webinars, board meetings and workshops that were previously traveled to across the U.P. and statewide are now virtual.
4. On the Chamber website a new Covid link has been created with useful links to funding and listings of open businesses and their hours (updated continually). The office is actively engaged on social media.
5. Preparing office for functioning within Covid regulations and safeguards. All office staff has been working remotely and has a plan in place.
6. Developing new marketing materials that will compliment existing materials and encourage discovering our community via virtual/electronic directories and other useful visitor information.
7. Assisting businesses across the county with ever-changing economic data, funding, grants and links to useful information.
8. Applied through the Munising DDA to Michigan Match on Main for \$50,000. If successful, we may be able to assist 16 downtown businesses.
9. Completed paperwork and submission for the Harley apartment MEDC CDBG application (\$180,000) and attended meetings with MEDC personnel.
10. Coordinating another placemaking alley project (utilizing grant funding). The theme is maritime, and design has begun while engaging community members and partners.
11. Our office installed Munising Art in the Alley for the third year.
12. Coordinated and obtained grant funding for a prohibition mural hanging now on the back of the old Corktown building (utilizing grant funding).
13. Working on a design for another mural in downtown Munising (utilizing grant funding).

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14. Field calls (sometimes numerous) daily from concerned business owners and community members. Sometimes covering a wide variety of concerns or questions regarding funding opportunities, reopening (or not), rules, etc.
15. To date the Chamber has had to cancel Pictured Rocks Days, our annual Chamber dinner and the Fourth of July fireworks cruises fundraiser.
16. Both the Munising DDA and Partnership/Chamber financials are stable and in the black. No layoffs or budget cuts.

D. NEW CITY BUSINESS

1. Ordinance Authorizing Issuance of \$4,650,000.00 Bond - 2020 Water Supply System

Moved by Commissioner Ballas to approve and adopt Ordinance 2020-01 Authorizing Issuance of a \$4,650,000.00 Bond for the 2020 Water Supply System Project. Support by Commissioner Bogater.

Roll Call Vote:

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

2. Request for Proposals for an Administrative Consultant - CDBG

Moved by Commissioner Ballas to award the Administrative Consultant to Kathy Reynolds of Greater Munising Bay Partnership. Support by Commissioner Berry.

Roll Call Vote:

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

3. Pictured Rocks Cruises, Inc. Amendment of Lease Dockage

Moved by Commissioner Berry to approve a one-time amendment to the Pictured Rocks Cruises, Inc. lease payment. Support by Commissioner Bogater.

Roll Call Vote:

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

AMENDMENT OF LEASE OF CITY DOCK SPACE

This Agreement is made by and between the City of Munising, a Michigan municipal corporation, of 301 East Superior Street, Munising, Michigan 49862 ("City") and Pictured Rocks Cruises, Inc., a Michigan corporation, of PO Box 355, Munising, Michigan 49862 ("PRC") on June ___, 2020.

Whereas City and PRC are parties to a Lease of City Dock Space dated May 17, 2011 ("Lease").

Whereas paragraph 3 of that Lease provides that PRC was to pay City rent in a lump sum payment of \$40,633.15 on May 1, 2020.

Whereas, due to the extraordinary circumstances surrounding the current and ongoing Covid-19 Coronavirus pandemic, City and PRC have agreed to revise paragraph 3 of the Lease to require two payments totaling \$40,633.15, instead of one, and City and PRC wish to reduce their agreement in that regard to this writing.

Now, therefore, in consideration of the sum of \$1.00 paid by PRC to City, deemed adequate by the parties, the parties agree PRC shall pay City one-third of the total rent due, or \$13,544.38, on June 5, 2020, and PRC shall pay City the remaining two thirds of the total rent due, or \$27,088.77, on July 15, 2020.

City and PRC understand and agree this change to paragraph 3 of the Lease is a onetime event agreed to by City solely because of the extraordinary circumstances of the pandemic. The parties also understand and agree City's agreement to this change shall not be the basis or serve as any precedent for additional changes of the Lease and shall not otherwise be used in negotiations between the parties for any future Lease.

This agreement was approved and the City Manager was authorized to sign this

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agreement at a regular meeting of the City Commission of the City of Munising held on June ____, 2020.

Dated: _____, 2020

City of Munising
Devin Olson, City Manager

This agreement was approved, and the President and Secretary were authorized to sign this agreement at a special meeting of the corporation held on _____, 2020.

Dated: _____, 2020

Pictured Rocks Cruises, Inc
President: _____

Dated: _____, 2020

Secretary: _____

4. Zoning Ordinance Scope and Proposal - CIB Planning/CUPPAD

Moved by Commissioner Berry to award CIB Planning/CUPPAD to rewrite the Zoning Ordinance as proposed, also authorizing the City Manager to sign necessary documents. Support by Commissioner Ballas.

Roll Call Vote:

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

5. LASCO Security upgrade Proposal \$20,941.65

Moved by Commissioner Bogater to sole source security upgrades with LASCO in the amount of \$20,941.65. Support by Commissioner Ballas.

City Manager's Recommended Action- I recommend that the City Commission sole source the security system purchase and installation to LASCO at the quoted price of \$20,941.65. LASCOs familiarity with our systems as well as their MSP approved security certifications are the basis for my recommendation.

Roll Call Vote:

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

6. BACCO request to lease old MSP post - \$1,000.00 per year

Moved by Commissioner Berry to approve leasing 2 bays at the old MSP post garage for \$1,000.00 per year, also authorizing the City Manager and City Attorney to draft an agreement for such. Support by Commissioner Ballas.

Roll Call Vote:

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

Moved by Commissioner Berry to amend the motion to include authorizing the City Manager to sign documents. Support by Commissioner Ballas.

Roll Call Vote:

Yeas: Commissioners: Ballas, Berry, Bogater and Mayor DesJardins
Nay: None

7. Request to purchase City Property

Moved by Commissioner Berry to table this item until, everyone has had a chance to look at the site and a licensed appraisal has been received, also listing a minimum bid. Support by Commissioner Bogater.

Roll Call Vote:

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

8. Introduction of Proposed Budget for 2020-2021 Fiscal year

City Manager Olson thanked Julie Johnson for the last five years of putting the budget together. Commissioners are to contact the City Manager if they

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have any questions regarding the 2020-2021 proposed budget. A public hearing will be scheduled for June 15th.

9. Approve City Commission Meeting Minutes of 5-6-2020

Moved by Commissioner Berry to approve the City Commission Meeting Minutes of 5-6-2020 as presented. Support by Commissioner Ballas.

Roll Call Vote:

Approved: Yeas: Commissioners Ballas, Berry, Bogater and Mayor DesJardins
Nay: None

10. Approve Check Register/List of Bills

Moved by Commissioner Bogater to approve the Check Register/List of Bills as submitted. Support by Commissioner Ballas.

Roll Call Vote:

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

11. City Manager Report

City Manager Olson began by stating that the MDOT-M-28 2020 Project is coming along. The detour is in place, temporary parking lines were placed and directional signs are in place. More signs will be added to help with the confusion. Next Olson stated that they tied into the water main today at the round-about-and prepped for curb work. They should be entering the second phase late next week. Olson then stated that City Hall would be preparing to reopen on Monday. Meaning that we need a COVID plan in place. Regarding the Marina and Tourist Park we are transitioning to open status. As for the Lynn St. tennis courts there has been some damage that should be covered under the warrenty. There is a public hearing scheduled for June 8th, regarding the Recreational Marjuana Ordinance. It is hopeful that the ordinance will come back to the Commission for the second meeting in June.

E. CORRESPONDENCE

There was no correspondence.

F. PUBLIC COMMENTS (non-agenda items)

There were no public comments received during the meeting.

G. ADJOURNMENT

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

Roll Call Vote:

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

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

Rod DesJardins

Sue Roberts

LIST OF BILLS

35164)	HOLIDAY COMPANIES	958.55
35165)	BS&A SOFTWARE	3256.00
35166)	WHITE WATER ASSOCIATES, INC.	400.00
35167)	PARAGON LABORATORIES, INC.	292.00
35168)	AUTO-WARES GROUP	36.18
35169)	CASH	64.24
35170)	VANTAGE FLEX, LLC	110.00
35171)	VERIZON WIRELESS	579.66
35172)	KONICA MINOLTA BUSINESS SOLUTIONS	79.26
35173)	COOPER OFFICE EQUIPMENT	24.95
35174)	HIAWATHA TELEPHONE COMPANY	924.67
35175)	COLLEGE LAUNDRY & RENTAL	290.25

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35176)	KONICA MINOLTA BUSINESS SOLUTIONS	106.83
35177)	SHELL FLEET PLUS	347.99
35178)	PETERSON PUBLISHING INC.	233.23
35179)	UPEA ENGINEERS & ARCHITECTS	750.00
35180)	GREAT AMERICAN DISPOSAL	4697.17
35181)	SUPERIORLAND SERVICES, INC.	238.60
35182)	MIDWAY RENTALS	85.56
35183)	ALL-PHASE ELECTRIC SUPPLY CO.	87.88
35184)	COMPUDYNE, INC.	70.00
35185)	MSC	670.55
35186)	WEST SHORE SERVICES, INC.	83.62
35187)	QUILL CORPORATION	133.95
35188)	NAPA AUTO PARTS	322.36
35189)	UPPER PENINSULA RECREATION INC.	1230.77
35190)	UPPER PENINSULA POWER COMPANY	5783.95
35191)	TROJAN TECH C/O FIFTH THIRD BANK	5510.75
35192)	MILLER, CANFIELD, PADDOCK	3500.00
35193)	CITY OF MUNISING-WATER	839.72
35194)	EMBERS CREDIT UNION	58.46
35195)	EMBERS CREDIT UNION	10.59
35196)	MADIGAN'S HARDWARE	1581.71
35197)	MICHIGAN MUNICIPAL LEAGUE	2192.00
35198)	BADGER METER, INC.	780.00
35199)	USA BLUE BOOK	379.21
35200)	IDEXX DISTRIBUTION CORP.	229.33
35201)	SUPERIOR ELECTRIC INC.	36.17
35202)	AUTO-WARES GROUP	463.22
35203)	ED MACY	84.59
35204)	ANSER SERVICES	101.62
35205)	UPPER PENINSULA POWER COMPANY	16838.50
35206)	TRUCK EQUIPMENT, INC.	107.46
35207)	DTE ENERGY	1843.06
35208)	POMPS TIRE SERVICE, INC.	568.50
35209)	MIDWAY RENTALS	426.12
35210)	ZELLAR EXCAVATING & SONS INC.	3975.00
35211)	VISION SERVICE PLAN	438.80
35212)	BLUE CROSS BLUE SHIELD OF MICHIGAN	28000.89
35213)	SHELL FLEET PLUS	289.77
35214)	CHARTER COMMUNICATIONS	111.07
35215)	COLEMAN ENGINEERING COMPANY	148.00
35216)	UPPER PENINSULA RECREATION INC.	1230.77
35217)	MPOWER TECHNOLOGIES, INC.	5500.00
35218)	MARES-Z-DOATS FEED	453.88
35219)	US BANK EQUIPMENT FINANCE	201.69
35220)	MADIGAN'S HARDWARE	38.97
35221)	CRANKING GRAPHICS	25.00
35222)	JOHN PARLIN	118.00
35223)	KACEY SMITH	100.00
35224)	ELCOM SYSTEMS	60.43
35225)	GREATER MUNISING BAY	133.70
35226)	EMBERS CREDIT UNION	217.78
35227)	KATHY REYNOLDS	50.00
35228)	HIAWATHA TELEPHONE COMPANY	39.98
35229)	NORTH CENTRAL LABORATORIES	506.36
35230)	SUPERIORLAND SERVICES, INC.	64.27
35231)	MUNISING BAYSHORE MARINA	125.00
35232)	AIRGAS USA, LLC	69.39
35233)	ALGER PARKS & RECREATION	9000.00
35234)	INTERSTATE POWER SYSTEMS, INC.	232.57