

JANUARY 21, 2026

CITY COMMISSION OF THE CITY OF MUNISING
301 E SUPERIOR ST
MUNISING, MI 49862
AGENDA
WEDNESDAY, JANUARY 21, 2026
6:00 P.M.

- A. CALL TO ORDER THE REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL
- B. PUBLIC COMMENT (4 MIN LIMIT)
- C. CONSENT AGENDA
 - 1. MONTHLY REPORTS - COMMITTEE - FIRE DEPT - POLICE DEPT - WWTP
 - 2. City Commission Meeting Minutes 1-7-2026
 - 3. List of Bills
 - 4. City Manager Report
 - 5. City Attorney Report
- D. PRESENTATION
 - 1. Water - Sewer Rate Study - John Holland w/ Michigan Rural Water
- E. New City Business
 - 1. Treasurer's Monthly Report
 - 2. Kathy Reynolds Monthly Report
 - 3. Coleman Engineering Invoice for Washington St. Sewer \$7,626.25
 - 4. Coleman Engineering Invoice for Washington St. Community Facilities \$5,922.25
 - 5. Coleman Engineering Invoice for 2026 Lead Service Line Replacement \$10,308.75
 - 6. Authorizing Michelle Harrison to be added as a signer on bank accounts at People's State Bank, Ember's Credit Union and Range Bank
 - 7. Alger parks and Recreation Contribution Clarification
 - 8. Munising Tourist Park Bathroom Building Renovations Change Orders 2, 3, and 4 Increase of \$4,439.00 and Budget Adjustment
 - 9. UPEA M-28 Water System Improvements Pay Application #5 \$24,923.54 (Roll Call Vote)
- F. CORRESPONDENCE
- G. PUBLIC COMMENTS (4 MINUTE LIMIT)
- H. ADJOURNMENT

CITY COMMISSION

Official Proceedings

- A. CALL TO ORDER THE PUBLIC HEARING AND REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL

The Regular meeting of the City Commission was duly called and held on Wednesday, January 21, 2025 in the City Commission meeting room of City Hall. Mayor Berry called the meeting to order at 6:00 p.m.

PRESENT: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry

ABSENT: None

- B. Public Comment (4 MINUTE LIMIT)

There were no public comments.

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C. CONSENT AGENDA

1. MONTHLY REPORTS - COMMITTEE - FIRE DEPT - POLICE DEPT - WWTP
2. City Commission Meeting Minutes 1-7-2026
3. List of Bills
4. City Manager Report
5. City Attorney Report

Moved by Commissioner Wilkinson to pull #4 **City Manager Report** and add to agenda under **E. New Business** as item **1A**. Support by Commissioner DesJardins.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

Moved by Commissioner Wilkinson to approve the remainder of the **CONSENT AGENDA** items. Supported by Commissioner DesJardins.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

Moved by Commissioner Wilkinson to add item **E.10 Update on City of Munising Charter**, to agenda. Supported by Commissioner Burge.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

Moved by Commissioner Burge to add item **E.11 Seaberg Enterprise Dump Truck Rental Update** to agenda. Supported by Commissioner Prunick

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

D. Presentation

1. Water - Sewer Rate Study - John Holland w/ Michigan Rural Water

John Holland with Michigan Rural Water presented the water and sewer rate study he had done. This was information to inform the Commission of costs and rates for water and sewer. No action was necessary.

E. NEW CITY BUSINESS

1A.City Manager Report

Moved by Commissioner DesJardins to approve the City Manager's Report. Supported by Commissioner Wilkinson.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

**CITY OF MUNISING
MUNISING, MICHIGAN 49862
EXECUTIVE MEMORANDUM**

SUBJECT: MISCELLANEOUS TOPICS

The City Manager Executive Memorandum is a communication method to bring various topics to the City Commission on a bi-weekly basis. It is extremely important for the city staff to communicate consistently and completely with all Commission members and since not all Commission members utilize electronic media this is a consistent method of bringing standardized information to each commission member on a regular basis. Of course, if all Commission members used emails, then the information could be disseminated more frequently. If you have any questions regarding the information, please do not hesitate to contact me at the office or on my cell.

General Business/Operations Update

- Contract Language Updates – Ray Anderson to provide an estimate of hours needed to work on the updates.
- Coleman Engineering project – I will be starting/continuing monthly meetings with Coleman Engineering to keep track of project progress and be able to better provide project updates.
- I have met with several agencies/groups/entities to introduce myself and continue collaboration. (Alger County Renewable Energy Solutions, Magistrate, MEDC, Lasco, Munising Beacon, Michigan Rural Water Association, and more)

Projects/Operations Update

- Wastewater Treatment Facility (WWTF) Improvement Preliminary Engineering Report (PER) Proposal - Continued coordination with Coleman Engineering.
 - Recap – This project will develop a PER to identify and prioritize improvements at the WWTF. The PER is the tool needed to apply for improvement funding.
 - Funding – The PER will cost the City approximately \$140,000, which is reimbursable if a USDA project is awarded. There is \$40,000 in the FY 2026 budget to get the project started. The City has \$100,000 in the leachate fund to pay for the remainder of the cost in FY 2027.
 - Why this project is important – the WWTF has many deficiencies; equipment/processes are past the design life and in need of replacement. A full evaluation of the facility is needed to document all the issues and create a plan for the upgrades. This plan will help the City go after funding in an organized fashion and support the successful operation of the WWTF.

Action – no action needed by the Commission at this time. Approval has been tabled till the February 4th 2026, meeting.

- Non-Motorized Transportation Plan – No comments have been received from the City Commission. Comments can still be sent to me. I will coordinate with Coleman Engineering over the next month or so.
- Safe Routes to Schools (SRTS) –
The project is in the application phase; the School District will complete and submit the application. A summary of the project, pertinent questions/answers, figures of the proposed improvement Alternatives (#1 and #2), with associated costs, has been included in the Commission packets. The SRTS team will be at the February 4th Commission meeting to present the project in detail and field questions.
 - Project Support Request - The School district has requested City support via a Resolution. This Resolution will be used to show community support, enhance the grant application, and increase the chances of funding. A draft resolution is provided in the Commission packet with the SRTS information.

Action – Review the SRTS information and send questions to the City Manager in advance of the February 4th, 2026, Commission meeting. Questions will be forwarded to the School/SRTS team to be answered at the February 4th Commission meeting.

- Drinking Water Lead Service Line Replacement – Coleman Engineering - 90% Plans and specifications are due January 16th - these deliverables are on track! City staff have been working to collect additional information to support this submission and have been doing door-to-door visits at some homes around town.
Action – no action needed by the Commission at this time.
- Planning Commission – there will be an organizational meeting to confirm members of the Planning Commission before the regular meeting. There is potential for a high public turnout in response to the zoning violation letters sent to J. Kouw.
- Tourist Park East Bathroom – Work on the facility is underway.

Two change orders have been submitted. New locks for the project were not initially included. However, the locks for the men's and women's toilet and shower rooms needed to

be replaced. The replacement will provide consistent hardware so one key can be used to lock/unlock; this will save time and money in the long run.

New lighting was not initially included in the project. The lighting in the toilet rooms was removed to facilitate work on the ventilation system. When this was done, it was determined that the lighting was in poor shape, could not be reinstalled, and needed to be replaced.

Action – Approval of the change order is under the New City Business items.

- Park Service Project (Washington Street Non-Motorized Path) – I will be meeting with the Park Service later this month to introduce myself and continue collaboration on this project.

Updates will be provided at the next meeting -

- Bayshore Well House Property Ownership Question – **No Update.**
- DNR Waterways Grant (Boat Launch) – **No Update.**
- DPW Facility Feasibility Study – **No Update.**
- Tourist Park Campground (High Sodium Issue) – **No Update.**
- USDA-RD (Washington Street and Lift Stations) – **No Update.**
- Culvert Issue near Central Reservoir – **No Update.**
- Park Service Project (Water Main Extension on H-58) – **No Update.**

1. Treasurer's Monthly Report

Moved by Commissioner Burge to approve the Treasurer's Report. Supported by Commissioner Prunick

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

2. Kathy Reynolds Monthly Report

Munising DDA & Greater Munising Bay Partnership/Chamber Report

Munising City Commission

January 21, 2026

1. Planning is already underway for Pictured Rocks Days. The dates for this year are Friday, June 12th and Saturday, June 13th.
2. Hosting another Alger Co. Housing Group meeting today. The group consists of city officials, county officials, local developers, construction, real estate, housing officials and others involved in housing projects and funding. This is the second meeting. Topics discussed are barriers to creating new housing and rehab along with possible solutions; current possible local projects; projects in other communities/areas that could be replicated; and other topics relevant to housing in Alger County.
3. A meeting with city manager, city treasurer, executive director of the DDA and chair of the DDA was held to discuss collaboration and various costs associated with tasks that the City provides to the DDA. Further discussions and meetings will take place regarding the topic before setting budgets for the next fiscal year.
4. Met with the City Manager regarding the Partnership/Chamber and the DDA we will continue to have these types of meetings on a regular basis. Both the city manager and I look forward to a very productive relationship between the two offices/organizations and are looking forward to working towards the success of Munising and ways in which we can collaborate to make that happen.
5. Meeting this week with CUPPAD and others in economic development across the central U.P. to discuss regional economic development strategies.
6. Lodging establishments are reporting they have been busy with the abundance of snow so far this season.

3. Coleman Engineering Invoice for Washington St. Sewer \$7,626.25

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Moved by Commissioner DesJardins to approve the invoice for \$7,626.25 for the Washington St. Sewer project. Supported by Commissioner Wilkinson.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

4. Coleman Engineering Invoice for Washington St Community Facilities \$5,922.25

Moved by Commissioner Wilkinson to approve the invoice for the Washington Street Community Facilities project in the amount \$5,922.25. Supported by Commissioner Prunick.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

5. Coleman Engineering Invoice for 2026 Lead Service Line Replacement \$10,308.75.

Moved by Commissioner Wilkinson to approve the invoice for \$10,308.75 for the Lead Service Line Replacement project. Supported by Commissioner Burge.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

6. Authorizing Michelle Harrison to be added as a signer on bank accounts at People's State Bank, Ember's Credit Union and Range Bank

Moved by Commissioner DesJardins to add Michelle Harrison to all City accounts at People's State Bank, Ember's Credit Union and Range Bank. Supported by Commissioner Prunick.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

7. Alger parks and Recreation Contribution Clarification

Moved by Commissioner Burge to table the additional payment until the 2nd meeting in February when the City Attorney can be present to advise but to pay the amount owed of \$5,461.50. Supported by Commissioner DesJardins.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

8. Munising Tourist Park Bathroom Building Renovations Change Orders 2, 3, and 4 Increase of \$4,439.00 and Budget Adjustment

Moved by Commissioner DesJardins to approve change orders 2, 3, and 4 in the amount of \$4,439.00 along with the corresponding budget adjustment. Supported by Commissioner Burge.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

9. UPEA M-28 Water System Improvements Pay Application #5 \$24,923.54 (Roll Call Vote)

Moved by Commissioner DesJardins to approve Pay Application #5 in the amount of \$24,923.54 for the M-28 Water System Improvements. Supported by Commissioner Wilkinson.

Roll Call Vote:

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

10. **Update on City of Munising Charter**

No Action taken, the City Commission would like to begin researching the Charter review/revision process.

11. **Seaberg Enterprise Dump Truck Rental Update**

Moved by Commissioner DesJardins to authorize the City Manager increase the allowable hours by another 40 hours (98 hours total). Supported by Commissioner Wilkinson.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

F. CORRESPONDENCE

Commissioner DesJardins thanks Treasurer Seaberg for this memo and advises he will have additional information for her the following week.

G. PUBLIC COMMENT (4 MINUTE LIMIT)

Commissioner Burge gave comment on City Police and their assistance to other agencies. He also gave Commission an update on meetings he had attended recently.

H. ADJOURNMENT

Moved by Commissioner Prunick to adjourn the regular meeting of the City Commission. Support by Commissioner DesJardins.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Burge, Prunick, and Mayor Berry
Nays: None

The regular meeting of the City Commission adjourned at 7:23 p.m.

Chris Berry, Mayor

Mary Artress, Deputy Clerk

LIST OF BILLS

42064	MICHIGAN STATE FIREMEN'S ASSN	182.55
42065	COLEMAN ENGINEERING COMPANY	1,509.75
42066	O'DEA, NORDEEN AND PICKENS P.C.	3,000.00
42067	MARK MAKI	1,558.34
42068	ANSER SERVICES	119.00
42069	RDA SERVICES, LLC	1,804.68
42070	COOPER OFFICE EQUIPMENT	347.31
42071	LASCO	618.58
42072	VERIZON WIRELESS	550.18
42073	MY WEB MAESTRO	96.00
42074	UP TRUCK CENTER INC	338.11
42075	HYDRO CORP	832.86
42076	BADGER METER, INC.	1,696.18
42077	NORTHERN MI ASSOC OF CHIEFS	75.00
42078	HOLIDAY DIV OF CIRCLE K	22.00
42079	MACQUEEN EQUIPMENT INC.	230.93
42080	UPPER PENINSULA RECREATION INC	1,230.77
42081	FASTENAL COMPANY	271.54
42082	TALSMA CONTROLS COMPANY	34,080.00
42083	AUTO VALUE	828.92
42084	HILLSIDE PARTY STORE LLC	62.57
42085	EJ USA INC	1,634.04
42086	NORTH CENTRAL LABORATORIES	481.02
42087	MMTA	99.00
42088	INTEGRIS, LLC	302.60

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42089	UPPER PENINSULA POWER CO.	588.88
42090	TRUCK EQUIPMENT, INC	397.84
42091	MICHIGAN MUNICIPAL LEAGUE	732.57
42092	HIAWATHA TELEPHONE COMPANY	1,107.16
42093	MIDWAY RENTALS	73.18
42094	FABICK CAT	442.38
42095	FASTENAL COMPANY	141.68
42096	FASTENAL COMPANY	138.11
42097	FASTENAL COMPANY	399.49
42098	CITY OF MUNISING-WATER	2,205.43
42099	U. P. LAB TESTING	251.25
42100	MARQUETTE FENCE COMPANY	747.00
42101	NORTH CENTRAL LABORATORIES	1,283.53
42102	IDEXX DISTRIBUTION CORP.	303.63
42103	EMBERS CREDIT UNION	991.24
42104	EMBERS CREDIT UNION	305.08
42105	EMBERS CREDIT UNION	115.00
42106	EMBERS CREDIT UNION	925.49
42107	FAMILY PRIDE LAUNDRY	822.50
42108	NAPA AUTO PARTS	887.71
42109	ASSOC OF PUBLIC TREASURERS	399.00
42110	BLUE CROSS BLUE SHIELD OF MICH	45,621.22
42111	COLEMAN ENGINEERING COMPANY	6,655.25
42112	COLEMAN ENGINEERING COMPANY	15,860.00
42113	OLSEN & OLSEN BUILDING CONTRACTORS	184,261.71
42114	STATE OF MICHIGAN	140.00
42115	UP INTERNATIONAL TRUCK	140.41
42116	REMY BATTERY CO. INC.	12.72
42117	TRUCK EQUIPMENT, INC	23.52
42118	SUPERIOR WALK IN CENTER	115.00
42119	UPPER PENINSULA RECREATION INC	1,230.77
42120	EMPLOYEE SERVICES, LLC	1,500.00
42121	SUPERIOR WALK IN CENTER	75.00
42122	IMPERIAL DADE	117.04
42123	COLEMAN ENGINEERING COMPANY	3,670.50
42124	COLEMAN ENGINEERING COMPANY	2,432.75
42125	COLEMAN ENGINEERING COMPANY	4,182.75
42126	ALGER COUNTY EQUALIZATION	61.00
42127	DRUG SCREENS PLUS	235.00
42128	KCI	315.00