

May 6, 2026

CITY COMMISSION
AGENDA
WEDNESDAY, MAY 6, 2026
6:00 P.M.

- A. CALL TO ORDER THE REGULAR COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL
- B. PUBLIC COMMENTS (4 MINUTE LIMIT)
- C. CONSENT AGENDA
 - 1. DDA Meeting Minutes
 - 2. Planning Commission Meeting Minutes
 - 3. Zoning Board of Appeals Minutes
 - 4. City Commission Meeting Minutes 4-20-2026 & 4-21-2026
 - 5. List of Bills
- D. NEW BUSINESS
 - 1. City Manager Report
 - 2. 4th of July Storage Garage Lease Agreement
 - 3. Kelly Heidbrier - Coleman Engineering Updates
 - 4. Coleman Engineering Invoice #59803 Washington St. Community Facilities \$7,252.00
 - 5. Coleman Engineering Invoice #59804 Washington St. Sewer \$3,065.00
 - 6. Coleman Engineering Invoice #59805 Washington St. Water \$3,065.00
 - 7. Coleman Engineering Invoice #59806 2026 Lead Service Line Replacement \$4,283.50
 - 8. Land Acquisition - Munising Bay Overlook
 - 9. Budget Adjustments
- E. PUBLIC COMMENTS (4 MINUTE LIMIT)
- F. COMMISSIONER COMMENTS
- 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 Wednesday, **May 6, 2026** 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, Prunick, and Mayor Berry
ABSENT: Burge (excused late, arrived at 6:02 p.m.)

- B. Public Comment (4 MINUTE LIMIT)

There were no public comments.

- C. CONSENT AGENDA
 - 1. DDA Meeting Minutes
 - 2. Planning Commission Meeting Minutes
 - 3. Zoning Board of Appeals Minutes
 - 4. City Commission Meeting Minutes 4-20-2026 & 4-21-2026
 - 5. List of Bills

Moved by Commissioner DesJardins to approve the Consent Agenda as presented.
Supported by Commissioner Prunick.

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

D. NEW BUSINESS

1. City Manager Report

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

SUBJECT: MISCELLANEOUS TOPICS

General Business/Operations Update

- Commercial Boats at Boat Launch – A couple of people have asked about the opportunity to launch commercial fishing charters from the boat launch.

Commercial Charters have used the launch before, though it is understood that the City did not grant official permission. This reportedly caused significant congestion and delays, resulting in complaints and tempers running high. The City filed a lawsuit against a commercial charter operator to stop operations from the Boat Launch around 10 years ago.

If this went to the Waterway Commission, a variance would be required for approval. The DNR recommended charges are: \$300/year plus \$100 for application fees (\$400 total) for commercial boat launch use.

Action - Would this be something that the City Commission would like to evaluate further?

- Student Resource Officer MOU – It does not look like State funding will be available next year. City Manager to check with the school to see whether a cost-share option would make sense for continuing the program.
- Munising Bay Overlook – This is the project to purchase 374.9 acres of land using a combination of two grants and a City contribution of \$20,000. We finally have progress on the paperwork, and it looks like we will finalize the property acquisition by the end of the year!

We will need to make a \$20,000 budget adjustment for the City Contribution.

- Employee Assistance Program – This is a benefit program that is offered to City Staff that has a mental health component, and offers Trauma Response Counseling. The Volunteer Firefighters have been added to this benefit; it was at no extra cost to the City.
- FY2027 Budget – Working to get the budget binders together by May 15th. One of the binders will be placed for Public Review at City Hall.

To finalize the budget, we are targeting a public hearing at the June 3rd meeting. Ideally, the budget will be approved then. It can be approved with changes.

- 811 Miss Dig Training for DPW – Pat Goddard from 811 Miss Dig hosted an in-person training session in Munising for DPW Staff. The DPW calls in Miss Dig requests, but is also a member of Miss Dig and does locates for 811 Miss Dig requests.
- Staff Updates – DPW staff member Blaise Morrisons last day with the DPW was May 1, 2026. Timing on filling the vacancy is TBD. City Manager will be starting the process of hiring a part-time accounts payable person to accommodate shifting personnel when our Clerk retires.
- New Superintendent – stopped by and introduced myself to the new Munising Public School Superintendent, Michelle Paul.

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- Review of Ordinances – In progress
 - City Manager's schedule has been packed and is holding up the process.
- City Charter – Reminder: City Commissioners should review the Charter and recommended areas for changes or areas for focus. Send recommendations by the beginning of June.
- 4th of July Storage – The 4th of July Committee has gotten the necessary approvals to construct a storage facility at the end of Veterans Drive. A Lease agreement has been drafted and is on the agenda for City Commission review and approval.
- Grant Applications – Working on a Start Farm Fire Equipment grant. The grant gives up to \$10,000 to 150 communities. I'm not sure what the odds are of receiving the grant.

The State of Michigan announced a Fire Equipment Grant on Friday, 5/1/26. The grant is for "fire departments that rely heavily on non-full-time personnel" and will award up to \$50,000 for the purchase of critical fire equipment and fire gear. It looks like Munising would be eligible to apply. The City Manager and Fire Chief will coordinate on applying.

- Crushed Culvert by the Arena – Still working on the extent of damage and ownership.
- DPW Summer hours – DPW is starting a 4 x 10 schedule on Monday, May 4th. (Four days by 10-hour work week). This is being done on a trial basis and will be evaluated at the end of May.
- Marina Commercial Lease – A fishing charter company has asked about a commercial lease for a slip at the Marina. The Waterways Commission is evaluating this as an option this week.
- Munising Beacon – The newspaper has called to ask about the water rate evaluation.
- UP City Manager Meeting – Met with Ray Anderson to work on planning and getting speakers at the meeting. The agenda has been finalized, see attached.
- Election, May 5th – The election team is prepared and ready for the Tuesday (5/5/26) Election.
- Police Department – The Chief is back at work part-time and is attending training this week.

Projects/Operations Update

- Water and Sewer Rates – Tomorrow (5/7/26) at 6:00 pm. The plan is for the City Manager to give a PowerPoint presentation on the Water Utility and Water Rate Evaluation. A recommendation will be made at the end of the presentation to raise the water rate by 13.4%. This is estimated to equate to about \$8.25/month for a household of 4 that uses 4,000 gallons of water per month.

Commissioner and public questions are great and will be allowed during the presentation. If the questions get too numerous or distract from the presentation, questions will be held till the end. There will also be time allotted for public comment at the end of the meeting.

The reason we need the increase is that we are not bringing in enough money to cover the cost of repairs/replacements that the City knows are coming, is responsible for, and should be paying for in cash. We should be saving approx. \$190,000 annually for the eventual replacement of six wells and well houses, water tower painting, water storage tank repairs, etc. When considering the Lead Service Line Replacement Project and Washington Street Project Bonds, which increase debt payments, without a rate increase, the City will bring in only around \$80,000 in reserve funding to cover the repair and replacement costs. A 13.4% water rate increase will allow the City to bring in ~\$190,000 in reserve funding to cover the known repair and replacement costs. Note: this amount is not enough to start saving for future projects, such as Superior St, which has water mains over 125 years old.

Action – Need a decision on the water rate, ideally by May 14th so the decision can be included in the budget packet. Alternatively, the budget will need to be approved with changes. Budget Approval Meeting is June 3rd.

- Victory Cruise Line – Kegan at Pictured Rock Cruises is making progress on the Part 105 Application and coordinating with the City. Work is underway to obtain a Coast Guard inspection. It looks like we have a chance to get this done in time for the Victory Cruise Ships.

Action – No action at this time.

- Safe Routes to School Grant – The grant was awarded to the community on Friday. There will be a meeting the week of May 13 covering more details. It is understood that people do not like traffic islands and need more info before proceeding.

Action – No action at this time.

- Lead Service Line Replacement Project – A pre-bid meeting was held on Tuesday, April 30th. It appears that several contractors are preparing to bid on the project. This is great news! Bids on the project are due May 18th.

Action – No action required.

- Washington Street – Wrapping up some property issues and hope this will go to bid this spring.

Action – No action required

Commissioner DesJardins voiced that he would like to see the grant agreement for the Safe Routes to School Project once it arrives and prior to moving forward. DesJardins also expressed concerns with the Lead Service Line Replacement Project bid timeline.

Commissioner Wilkinson expressed concern regarding the Water/Sewer Rate meeting dates and the budget timeline.

Commissioner Burge clarified that the scheduled meeting on May 13th will not be a Public Meeting, instead an internal meeting with the City Manager.

City Manager Harrison asked the Commission if they would like her to investigate the possibility of allowing commercial boat launch use. The Commission advised to table this until 2027.

2. 4th of July Storage Garage Lease Agreement

Moved by Commissioner DesJardins to approve the 4th of July Storage Garage Lease Agreement. Supported by Commissioner Prunick.

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

3. Kelly Heidbrier – Coleman Engineering Updates

Kelly Heidbrier provided an update to the Commission for ongoing Coleman Engineering Projects.

NO ACTION TAKEN

4. Coleman Engineering Invoice #59803 Washington St. Community Facilities \$7,252.00

Moved by Commissioner DesJardins to approve Coleman Engineering Invoice #59803 Washington St. Community Facilities in the amount of \$7,252.00. Supported by Commissioner Wilkinson.

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

5. Coleman Engineering Invoice #59804 Washington St. Sewer \$3,065.00

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Moved by Commissioner Wilkinson to approve Coleman Engineering Invoice #59804 Washington St. Sewer in the amount of \$3,065.00. Supported by Commissioner Prunick.

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

6. Coleman Engineering Invoice #59805 Washington St. Water \$3,065.00

Moved by Commissioner DesJardins to approve Coleman Engineering Invoice #59805 Washington St. Water in the amount of \$3,065.00. Supported by Commissioner Burge.

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

7. Coleman Engineering Invoice #59806 2026 Lead Service Line Replacement \$4,283.50

Moved by Commissioner Wilkinson to approve Coleman Engineering Invoice #59806 2026 Lead Service Line Replacement in the amount of \$4,283.50. Supported by Commissioner Prunick.

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

8. Land Acquisition - Munising Bay Overlook

Acted on in item #9

9. Budget Adjustments

Moved by Commissioner DesJardins to approve the Land Acquisition request also approving item 9 budget adjustments as presented. Supported by Commissioner Wilkinson.

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

Budget Adjustment for 5/6/2026

	<u>Account</u>	<u>GL #</u>	<u>Current Budget</u>	<u>Amt.Change</u>	<u>Amended</u>	<u>Reason</u>
Gen Fund						
Expend						
Police	Equip Purchase	101-301-977.000	1,200.00	2,500.00	\$ 3,700.00	Tasers
Trans Out	Trans to Cap Outlay	101-966-999.402	44317.29	20,000.00	\$ 64,317.29	Mun Bay OL
Net chg in Fund Bal.				(22,500.00)		
Cap Projs Fund						
Revenue	St. Grants- Rec/Cult	402-000-566.000	66,811.00	1,219,000.00	\$ 1,285,811.00	Mun Bay OL
	Transfer In G/F	402-000-699.101	44,317.29	20,000.00	\$ 64,317.29	Mun Bay OL
Total chg in Rev				1,239,000.00		
Expenditure	Cap Project G/F	402-901-970.101	-	1,239,000.00	1,239,000.00	Mun Bay OL
Total chg in Exp				1,239,000.00		
Net chg in Fund Bal.				:		

E. PUBLIC COMMENT (4 MINUTE LIMIT)

There were no public comments.

F. COMMISSIONER COMMENT

Commissioner DesJardins expressed his appreciation to the Fire Truck vendor for providing information on possible purchases and also requested additional information on how a millage for the Fire Department would look.

Commissioner Burge discussed the number of millages appearing on ballots and concerns about cost to the public. He requested the Commissioners each look at the Master Plan feedback prior to the Water Rate meeting.

Commissioner Wilkinson noted that the traffic light needs maintenance.

G. ADJOURNMENT

Moved by Commissioner DesJardins to adjourn the regular meeting of the City Commission. Supported by Commissioner Burge.

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

The regular meeting of the City Commission adjourned at 6:51 P.M.

Chris Berry, Mayor

Mary Artress, Deputy Clerk

LIST OF BILLS

42408	BOGATER, NICK	109.04
42409	COLLIGIO GIS, INC	55.00
42410	SUPERIOR WALK IN CENTER	70.00
42411	COLEMAN ENGINEERING COMPANY	309.32
42412	STANDARD INSURANCE COMPANY	640.47
42413	STANDARD INSURANCE COMPANY	246.81
42414	UPPER PENINSULA RECREATION INC	1,230.77
42415	NORTH CENTRAL LABORATORIES	1,396.16
42416	VISION SERVICE PLAN	459.56
42417	DTE ENERGY	4,526.38
42418	BS&A SOFTWARE	5,608.00
42419	MUNISING BEACON MEDIA	445.00
42420	GFL ENVIRONMENTAL	887.46
42421	SEABERG ENTERPRISE, INC	5,695.00
42422	HALL CONTRACTING INC.	39,494.38
42423	ANSER SERVICES	99.00
42424	LASCO	1,190.64
42425	UPPER PENINSULA POWER CO.	24,620.17
42426	SIGNS UNLIMITED	190.00
42427	WEX BANK	10,524.82
42428	CASH	125.00
42429	QUILL CORPORATION	69.99
42430	HIAWATHA LOG HOMES	22.99
42431	SUPERIOR WALK IN CENTER	185.00
42432	FOX MARQUETTE	371.82
42433	HANNULA AGENCY	4,449.00

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42434	QUILL CORPORATION	107.71
42435	LASCO	805.78
42436	M & M SERVICE, INC	328.25
42437	O'DEA, NORDEEN AND PICKENS P.C.	3,000.00
42438	MARK MAKI	1,558.34
42439	UPPER PENINSULA RECREATION INC	1,230.77
42440	VERIZON WIRELESS	549.99
42441	MICK'S MECHANICAL, LLC	4,291.15
42442	DEARBORN HEIGHTS POLICE DEPT	2,500.00
42443	UPPER PENINSULA RECREATION INC	184.80