

JUNE 16, 2025
CITY COMMISSION OF THE CITY OF MUNISING
301 E. SUPERIOR ST.
MUNISING, MI 49862
AGENDA
MONDAY, JUNE 16, 2025
6:00 P.M.

- A. CALL TO ORDER THE REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL
- B. PUBLIC COMMENT (4 MINUTE LIMIT)
- C. CONSENT AGENDA
 - 1. Treasurer's Monthly Report
 - 2. Monthly Reports - Committee- Fire - Police
 - 3. City Commission Meeting Minutes 6-3-2025 & 6-4-2025
 - 4. List of Bills
 - 5. Correspondence
 - 6. City Manager Report
 - 7. City Attorney Report
- D. NEW CITY BUSINESS
 - 1. Kathy Reynolds Monthly Report
 - 2. First Reading to Amend Ordinance #12 Public Peace and Good Order
 - 3. Midwest Construction Group Pay Draw #3 Boat Launch Upgrades \$129,330.41
 - 4. USDA-Rural Development Pay Draw #35 M-28 Water Improvements Project \$39,020.90
 - 5. Tentative Agreement with the Local 1446
 - 6. Tentative Agreement with the Police Officers Association of Michigan
 - 7. Budget Adjustments
- E. PUBLIC COMMENTS (4 MINUTE LIMIT)
- F. Closed Session
 - 1. Closed session to consider the legal opinion of the City Attorney, which protected by Attorney-Client Privilege and allowed in closed session pursuant to MCL 15.268(h)
 - 2. Adjourn Closed Session and Reenter Regular Meeting
- G. CITY MANAGER SEARCH
 - 1. Discussion/Decision on City Manager Position
- 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 of Munising was called and held on Monday, **June 16, 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.

Moved by Commissioner Wilkinson to amend the agenda to include 6A. Discuss City Contribution to Alger Parks and Recreation. Support by Commissioner DesJardins.

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

JUNE 16, 2025

C. CONSENT AGENDA

1. Treasurer's Monthly Report
2. Monthly Reports - Committee- Fire - Police
3. City Commission Meeting Minutes 6-3-2025 & 6-4-2025
4. List of Bills
5. Correspondence
6. City Manager Report
7. City Attorney Report

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

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

CITY MANAGER REPORT

Capital Projects

- **Tourist Park-** The West Bathroom rehabilitation project is complete and the facility was opened to the public on June 12th. The final pay request and potentially a final balancing change order should be submitted to the City before the end of the month.
- **Boat Launch-** BACCO Construction will be onsite June 17th through June 20th to perform the final grading at the facility on the 17th and 18th with asphalt application occurring on the 19th and 20th. The complete facility will need to be closed to public use for these dates with the facility reopening on the morning of June 21st. The fish cleaning station is currently being constructed with the remaining items being the final utility connections and building roof and trim work.
- **Street Improvements-** BACCO is still on schedule to begin the City of Munising project the week following July 4th. Cemetery Hill, Superior St, and Grand Ave. will all require asphalt milling and will most likely be performed at the same time. Do to the availability of crews and equipment, certain scope items between the different projects may seem delayed but they will actually be bundled together as needed.
- **Browns Addition Playground-** Penchura representatives were onsite this week to perform their post installation inspection of the Browns Addition playground. The inspection will be provided to the City as part of the close out documents for the project. A site visit at the Lynn St. tot lot and tennis court was also performed. Penchura will be creating and presenting a number of potential rehabilitation options to the City that will include a number of different budgetary and layout components.

Administrative Items

- CUPPAD representatives will be attending the City Commission meeting on July 2nd to provide a summary and presentation of the Housing Needs Assessment that was performed.

D. NEW CITY BUSINESS

1. Kathy Reynolds Monthly Report

Reynolds stated that the Pictured Rocks Days went well, there was a decent turnout. Thank you to the City for all their help. End of the year work is getting done and the seasonal work is also getting completed.

2. First Reading to Amend Ordinance #12 Public Peace and Good Order

The Public Hearing is to be schedule for July 2, 2025, to be published on the 27th of June.

3. Midwest Construction Group Pay Draw #3 Boat Launch Upgrades
\$129,330.41

Moved by Commissioner Wilkinson to approve Midwest Construction Group pay draw #3 Boat Launch Upgrades in the amount of \$129,330.41. Support by Commissioner Prunick

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

4. USDA-Rural Development Pay Draw #35 M-28 Water Improvements
Project \$39,020.90

Moved by Commissioner DesJardins to approve pay draw #35 to USDA-Rural Development for M028 Water Improvement Project in the amount of \$39,020.90. Support by Commissioner Burge.

JUNE 16, 2025

Roll Call Vote:

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

5. Tentative Agreement with the Local 1446

Moved by Commissioner DesJardins to approve the tentative agreement with the Local 1446 as presented, also having the Mayor and City Manager signing documents. Support by Commissioner Wilkinson.

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

6. Tentative Agreement with the Police Officers Association of Michigan

Moved by Commissioner Wilkinson to approve the tentative agreement with the Police Officers Association of Michigan, also authorizing the Mayor and City Manager to sign documents. Support by Commissioner Burge.

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

Agenda Amended

6A. Discuss City Contribution to Alger Parks and Recreation

Moved by Commissioner DesJardins to approve increasing the per capita contribution to \$15.00 per person as long as Munising Township also increases to \$15.00 per person for their new budget year. Support by Commissioner Wilkinson.

Approved: Yeas: Commissioners: Wilkinson, DesJardins, Prunick and Mayor
Berry
Nays: Commissioner: Burge

7. Budget Adjustments

Moved by Commissioner DesJardins to approve the budget adjustments as presented. Support by Commissioner Prunick.

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

Budget Adjustment for Commission Meeting 6/16/25

	<u>Department</u>	<u>Account</u>	JUNE 16, 2025	<u>Current Budget</u>	<u>Amount Change</u>	<u>Ammended</u>
<u>General Fund</u>						
Revenues	Taxes	101-000-404.000		88,200.00	1,238.27	89,438.27
		101-000-423.000		22,058.00	1,975.00	24,033.00
		101-000-445.000		37,000.00	5,300.00	42,300.00
		101-000-447.000		4,000.00	6,750.00	10,750.00
	Licenses and Permits	101-000-457.000		20,000.00	7,550.00	27,550.00
	Other Federal Grants	101-000-528.000		50,000.00	43,000.00	93,000.00
	State Grants	101-000-572.000		0.00	2.00	2.00
		101-000-573.000		250,000.00	13,150.00	263,150.00
		101-000-576.000		5,500.00	1,200.00	6,700.00
		101-000-578.000		0.00	4,000.00	4,000.00
	Charges for Services	101-000-651.000		525,000.00	95,000.00	620,000.00
		101-000-652.000		50,000.00	6,500.00	56,500.00
		101-000-653.000		800.00	200.00	1,000.00
		101-000-654.000		800.00	200.00	1,000.00
		101-000-669.001		500.00	700.00	1,200.00
		101-000-669.003		5,000.00	3,275.00	8,275.00
	Fines and Forfeits	101-000-657.000		500.00	2,000.00	2,500.00
	Interest and Rents	101-000-664.000		20,000.00	30,000.00	50,000.00
		101-000-672.000		11,000.00	2,650.00	13,650.00
	Unclassified	101-000-439.000		100,000.00	16,500.00	116,500.00
		101-000-630.000		67,148.00	0.01	67,148.01
	State Grants	101-000-577.000		0.00	40,000.00	40,000.00
				Change in Rev	281,190.28	
Expenditure	Police	101-301-960.000		1,000.00	18,000.00	19,000.00
	Tourist Park	101-757-802.000		140,000.00	30,000.00	170,000.00
	Capital Outlay	101-900-970.757		190,000.00	15,000.00	205,000.00
	Transfer-out	101-966-999.203		72,700.00	30,000.00	102,700.00
		101-966-999.402		0.00	317,700.00	317,700.00
				Change in Expen	410,700.00	
				NET CHANGE IN FUND BAL	(129,509.72)	
<u>Major Streets</u>						
Revenue	Interest and Rents	202-000-664.000		2,500.00	2,000.00	4,500.00
	Other Revenue	202-000-692.015		120,000.00	105,600.00	225,600.00
				Change in Rev	107,600.00	

JUNE 16, 2025						
Expenditure	Routine Maint.	202-463-702.000	6,000.00	2,500.00	8,500.00	
		202-463-726.000	15,398.00	7,500.00	22,898.00	
		202-463-801.000	7,250.00	5,000.00	12,250.00	
	M-28 State Misc.	202-494-702.000	1,000.00	1,800.00	2,800.00	
		202-494-714.000	1,000.00	1,400.00	2,400.00	
		202-494-801.000	3,000.00	3,650.00	6,650.00	
		202-494-943.000	1,500.00	11,400.00	12,900.00	
	M-28 Winter Maint.	202-497-702.000	13,000.00	1,950.00	14,950.00	
		202-497-706.000	15,000.00	1,450.00	16,450.00	
		202-497-726.000	55,000.00	1,750.00	56,750.00	
		202-497-943.000	50,000.00	32,800.00	82,800.00	
			Change in Expen	71,200.00		
			NET CHANGE IN FUND BAL	36,400.00		
	Local Street					
	Revenue	Interest and Rents	203-000-664.000	150.00	100.00	250.00
Metro Act		203-000-546.000	0.00	12,400.00	12,400.00	
Transfer-in		203-000-691.101	72,700.00	30,000.00	102,700.00	
		Change in Rev	42,500.00			
Expenditure	Routine Maint	203-463-726.000	2,500.00	2,000.00	4,500.00	
		203-463-775.000	2,500.00	150.00	2,650.00	
	Street/ Catch	203-464-702.000	2,500.00	500.00	3,000.00	
		203-464-943.000	6,000.00	4,000.00	10,000.00	
	Traffic Serv. Maint	203-474-745.000	250.00	1,000.00	1,250.00	
	Winter Maint.	203-478-706.000	5,100.00	450.00	5,550.00	
		203-478-943.000	80,000.00	31,500.00	111,500.00	
			Change in Expen	39,600.00		
			NET CHANGE IN FUND BAL	2,900.00		
	Brownfield					
Revenues	Interest and Rents	243-000-664.000	75.00	300.00	375.00	
		NET CHANGE IN FUND BAL	300.00			
Law Enforcement						
Revenue	State Grants	274-000-544.000	625.00	875.00	1,500.00	
		NET CHANGE IN FUND BAL	875.00			
Energy Debt Serv						
Expenditure	Debt Serv. Control	300-905-995.000	18,542.00	0.01	18,542.01	

JUNE 16, 2025

				NET CHANGE IN FUND BAL	(0.01)	
Building Const.						
Revenue	Transfers-in	301-000-699.512	131,445.80	0.01		131,445.81
			Change in Rev	0.01		
Expenditure	Debt Serv. Control	301-905.995.000	25,445.80	0.01		25,445.81
			Change in Expen	0.01		
				NET CHANGE IN FUND BAL	0.00	
Capital Projects						
Revenue	Other Revenue	402-000-694.000	0.00	1,650.00		1,650.00
	State Grants	402-000-539.000	320,000.00	400,000.00		720,000.00
	Transfers- in	402-000-699.101	0.00	317,700.00		317,700.00
			Change in Rev	719,350.00		
Expenditures	Capital Outlay	402-901-970.594	752,115.00	317,700.00		1,069,815.00
			Change in Expen	317,700.00		
				NET CHANGE IN FUND BAL	401,650.00	
Sub Std. Housing						
Revenue	Interest and Rents	495-000-664.000	0.00	300.00		300.00
				NET CHANGE IN FUND BAL	300.00	
Municipal Building						
Revenue	Interest and Rents	512-000-664.000	300.00	400.00		700.00
			Change in Rev	400.00		
Expenditure	Buildings and Grounds	512-265-702.000	12,000.00	9,000.00		21,000.00
		512-265-714.000	12,750.00	5,300.00		18,050.00
		512-265-726.000	4,000.00	500.00		4,500.00
		512-265-801.000	13,000.00	4,500.00		17,500.00
		512-265-920.000	47,400.00	4,600.00		52,000.00
		512-265-943.000	9,000.00	6,000.00		15,000.00
		512-265-977.000	0.00	4,800.00		4,800.00
			Change in Expen	34,700.00		
				NET CHANGE IN FUND BAL	(34,300.00)	
Landfill Authority						
Revenue	Charges for Services	517-000-652.000	5,460.00	325.00		5,785.00
		517-000-652.001	5,700.00	315.00		6,015.00

JUNE 16, 2025

		517-000-652.002	4,050.00	195.00	4,245.00
		517-000-652.003	2,450.00	41.00	2,491.00
		517-000-652.004	850.00	33.00	883.00
	Interest and Rents	517-000-664.000	20.00	300.00	320.00
			Change in Rev	1,209.00	
Expenditure	Insurance	517-526-910.000	2,200.00	1,800.00	4,000.00
			Change in Expen	1,800.00	
			NET CHANGE IN FUND BAL	(591.00)	
Sewer					
Revenue	Charges for Services	590-000-645.000	6,500.00	5,500.00	12,000.00
	Fine and Forfeits	590-000-655.000	2,500.00	500.00	3,000.00
	Interest and Rents	509-000-664.000	5,000.00	27,000.00	32,000.00
			Change in Rev	33,000.00	
Expenditure	Sewer Treatment	590-555-801.000	65,000.00	8,000.00	73,000.00
			Change in Expen	8,000.00	
			NET CHANGE IN FUND BAL	25,000.00	
Water					
Revenue	Charges for Services	591-000-645.000	5,000.00	600.00	5,600.00
		591-000-650.000	5,500.00	6,000.00	11,500.00
	Interest and Rents	591-000-664.000	4,000.00	7,500.00	11,500.00
	Misc	591-000-694.000	3,500.00	2,000.00	5,500.00
			Change in Rev	16,100.00	
Expenditure	Wwater Distb.	591-557-930.000	17,000.00	3,500.00	20,500.00
			Change in Expen	3,500.00	
			NET CHANGE IN FUND BAL	12,600.00	
Marina					
Revenue	Charges for Services	594-000-607.002	43,860.00	1,500.00	45,360.00
		594-000-626.000	16,000.00	2,000.00	18,000.00
		594-000-627.000	50,000.00	6,500.00	56,500.00
			NET CHANGE IN FUND BAL	10,000.00	
Motor Pool					
Revenue	Charges for Services	661-000-669.001	112,700.00	55,000.00	167,700.00

JUNE 16, 2025

		661-000-669.002	125,200.00	65,000.00	190,200.00
		661-000-669.003	83,300.00	55,000.00	138,300.00
		661-000-669.004	39,400.00	40,000.00	79,400.00
		661-000-669.005	6,300.00	5,000.00	11,300.00
		661-000-669.006	2,800.00	1,500.00	4,300.00
		661-000-669.007	1,500.00	15,000.00	16,500.00
	Interest and Rents	661-000-664.000	50.00	150.00	200.00
	Misc.	661-000-694.000	0.00	1,275.00	1,275.00
			Change in Rev	236,500.00	
Expenditure	Vehicle Maint.	661-902.702.000	56,000.00	8,500.00	64,500.00
		661-902-706.000	1,000.00	350.00	1,350.00
		661-902.726.000	7,500.00	2,500.00	10,000.00
		661-902-801.000	10,000.00	2,500.00	12,500.00
		661-902-930.000	65,000.00	35,000.00	100,000.00
			Change in Expen	48,850.00	
			NET CHANGE IN FUND BAL	187,650.00	
 Cemetery Trust Fund					
	Interest and Rents	711-000-664.000	50.00	350.00	400.00
			NET CHANGE IN FUND BAL	350.00	

E. PUBLIC COMMENTS (4 MINUTE LIMIT)

Mary Artress, Deputy Clerk read a farewell letter to Devin and the Commission.

Moved by Commissioner Wilkinson to close the regular meeting and enter the Closed Session. Support by Commissioner Prunick.

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

The regular meeting adjourned at 6:47 p.m.

F. Closed Session

The Commissioners remained seated.

Moved by Commissioner DesJardins to move into closed session to consider the legal opinion of the City Attorney, which is protected by Attorney-Client privilege and allowed in closed session pursuant to MCL 15.268(h). Support by Commissioner Burge.

Roll Call Vote:

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

1. Closed session to consider the legal opinion of the City Attorney, which protected by Attorney-Client Privilege and allowed in closed session pursuant to MCL 15.268(h)
2. Adjourn Closed Session and Reenter Regular Meeting

Moved by Commissioner DesJardins to adjourn the closed session meeting and reenter the regular meeting. Support by Commissioner Prunick.

JUNE 16, 2025

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

The Commission adjourned the closed session at 7:05 p.m.

All Commissioners remained seated.

G. CITY MANAGER SEARCH

1. Discussion/Decision on City Manager Position

Moved by Commissioner DesJardins to withdraw the job offer to Kyle Harris.
Support by Commissioner Wilkinson.

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

Moved by Commissioner to DesJardins to extend Devin Olson's contract until
June 30, 2025. Support by Commissioner Wilkinson.

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

Moved by Commissioner DesJardins to authroize the City Manager to work with
Glenn Anderson to set up a new time line for the City Manager Search. Support
by Commissioner Burge.

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

H. ADJOURNMENT

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

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

The regular meeting of the City Commission adjourned at 7:15 p.m.

Chris Berry, Mayor

Mary Artress, Deputy Clerk

LIST OF BILLS

41342	03556	ASSOC OF PUBLIC TREASURERS	599.00
41343	03237	MIKE SOWA	3,500.00
41344	03458	MARK MAKI	1,558.34
41345	03526	O'DEA, NORDEEN AND PICKENS P.C.	3,000.00
41346	02945	DEVIN OLSON	190.00
41347	01998	UPPER PENINSULA RECREATION INC	3,207.71
41348	02975	CASH	60.86
41349	01683	MICHIGAN MUNICIPAL LEAGUE	9,250.00
41350	03693	HOLIDAY DIV OF CIRCLE K	93.50
41351	03597	TRUDGEON LANDSCAPING	90.00
41352	00793	MADIGAN'S HARDWARE	419.90
41353	00591	HIAWATHA TELEPHONE COMPANY	1,851.17
41354	02528	VERIZON WIRELESS	527.03
41355	03288	MY WEB MAESTRO	96.00
41356	03738	MARQUETTE EMBROIDERY & LETTERING	377.00
41357	03310	INTEGRIS, LLC	290.00
41358	03750	PICTURED ROCKS ELECTRIC, LLC	885.00
41359	03698	MJ VANDAMME TRUCKING, LLC	1,560.90
41360	01460	UPPER PENINSULA POWER CO.	2,047.56
41361	02661	BADGER METER, INC.	197.02
41362	03429	HYDRO CORP	804.00

JUNE 16, 2025

41363	03337	WALKER PROCESS EQUIPMENT	649.07
41364	00048	ALL-PHASE ELECTRIC SUPPLY CO.	521.35
41365	01998	UPPER PENINSULA RECREATION INC	2,278.10
41366	01998	UPPER PENINSULA RECREATION INC	1,230.77
41367	03178	UPEA ENGINEERS & ARCHITECTS	2,275.00
41368	01460	UPPER PENINSULA POWER CO.	2,595.96
41369	03751	SUPERIOR TREE REMOVAL, LLC	3,000.00
41370	03752	L.K. FARMS, LLC	7,452.00
41371	03056	SUPERIORLAND SERVICES, INC	183.69
41372	00002	41 LUMBER CO.	479.45
41373	02092	PARAGON LABORATORIES, INC.	3,107.00
41374	00925	MIDWAY RENTALS	44.85
41375	03753	ACCESS FAMILY MEDICINE	340.00
41376	03685	FIRE CATT, LLC	2,016.00
41377	01152	POMASL FIRE EQUIPMENT	181.72
41378	03203	FSO MANAGEMENT LLC	41,117.76
41379	02577	MARES-Z-DOATS FEED	146.13
41380	03420	KCI	312.00
41381	01998	UPPER PENINSULA RECREATION INC	2,614.04
41382	01998	UPPER PENINSULA RECREATION INC	2,853.84
41383	01178	QUILL CORPORATION	300.86
41384	01820	LMAS DISTRICT HEALTH DEPT	300.00
41385	01871	FAR PRODUCTS, INC	194.20
41386	03733	MEDSURETY, LLC	125.00
41387	03527	HIAWATHA ELECTRIC. CO	1,901.00
41388	02754	CROSS GENERAL CONTRACTING	34,541.10
41389	03754	SMARTSIGN	2,128.35
41390	01571	CITY OF MUNISING-WATER	2,448.79
41391	01841	COLEMAN ENGINEERING COMPANY	1,523.25
41392	03109	MICHIGAN STATE POLICE	165.00
41393	01828	A-1 WATER SYSTEMS, INC.	2,187.00
41394	01885	ALGER PARKS & RECREATION	9,000.00
41395	02875	MUNISING BAY TRAIL NETWORK	5,000.00