

JUNE 4, 2025

CITY COMMISSION
AGENDA
WEDNESDAY, JUNE 4, 2025
6:00 P.M.

- A. CALL TO ORDER THE PUBLIC HEARING OF THE CITY COMMISSION, PLEDGE OF ALLEGIANCE, ROLL CALL
- B. PUBLIC HEARING ON THE 2025-2026 PROPOSED BUDGET
 - 1. Proposed 2025-2026 Budget - Public Comments
 - 2. Commissioner Comments
 - 3. Approve Tax Millage Rate Levied at 17.0139
 - 4. Approve Headlee Rate Levied at 2.6071
 - 5. Approve Fee Schedule
 - 6. Close Public Hearing
- C. ADOPT PROPOSED 2025-2026 BUDGET RESOLUTION (ROLL CALL VOTE)
- D. CAPITAL IMPROVEMENT PLAN 2025-2026
- E. ADJOURNMENT MOVE INTO REGULAR MEETING

CITY OF MUNISING
CITY COMMISSION
WEDNESDAY, JUNE 4, 2025

- A. CALL TO ORDER THE REGULAR COMMISSION MEETING
- B. PUBLIC COMMENTS (4 MINUTE LIMIT)
- C. CONSENT AGENDA
 - 1. City Commission Meeting Minutes of 5-19-25-5-21-25 & 5-27-25
 - 2. Minutes of: Downtown Development Authority 5-21-2025
 - 3. Minutes of Central Upper Peninsula Materials Management Planning Committee
 - 4. Approve Check Register/List of Bills
 - 5. City Manager Report
- D. NEW BUSINESS
 - 1. Jess Webster Bayshore Marina Seasonal Dockage Issue
 - 2. Penchura invoice for playground at Brown's Addition \$51,007.00
 - 3. Greater Bay Partnership for Commerce Development - License Agreement for Pictured Rocks Days
 - 4. Coleman Engineering Campground Water System Drawings
 - 5. Coleman Engineering DPW Building Feasibility Study
 - 6. Coleman Engineering Company Professional Services for Munising Municipal Boating Access Site Phase 2
 - 7. Cross General Contracting Pay Request #4 Tourist Park Bathroom Building Renovations \$34,541.10
 - 8. License Agreement Alger Parks & Recreation Concert in the Park
 - 9. Accept/Award Gravel Bids
 - 10. Student-Bases Summer Work Program Proposal
 - 11. Part time Employee to increase Pay Rate Request
 - 12. First Reading of Proposed Zoning Ordinance Amendment 2025-02
- E. PUBLIC COMMENTS (4 MINUTE LIMIT)

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F. ADJOURNMENT

CITY COMMISSION
AGENDA
WEDNESDAY, JUNE 4, 2025
6:00 P.M.

CITY COMMISSION
Official Proceedings

A. CALL TO ORDER THE PUBLIC HEARING OF THE CITY COMMISSION, PLEDGE OF ALLEGIANCE, ROLL CALL

The public hearing of the City of Munising was duly called and held on Wednesday, **June 4, 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, Burge, Prunick and Mayor Berry
ABSENTS: Commissioner: DesJardins - excused

B. PUBLIC HEARING ON THE 2025-2026 PROPOSED BUDGET

1. Proposed 2025-2026 Budget - Public Comments

There were no public comments.

2. Commissioner Comments

Pay increases for the Planning Commission, Zoning Board of Appeals and Board of Review.

3. Approve Tax Millage Rate Levied at 17.0139

Moved by Commissioner Wilkinson to approve the tax millage rate levied at 17.0139. Support by Commissioner Prunick.

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

4. Approve Headlee Rate Levied at 2.6071

Moved by Commissioner Wilkinson to approve the Headlee rate levied at 2.6071. Support by Commissioner Burge.

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

5. Approve Fee Schedule

Moved by Commissioner Prunick to approve the fee schedule with the water/sewer rates being increased and parking tickets adding (Alger County 93rd District Court fees also apply). Support by Commissioner Wilkinson.

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

6. Close Public Hearing

Moved by Commissioner Wilkinson to close the public hearing. Support by Commissioner Burge.

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

C. ADOPT PROPOSED 2025-2026 BUDGET RESOLUTION (ROLL CALL VOTE)

- | | | |
|--|---|---|
| <u>Option #1</u>
PC: \$50 per month | <u>Option #2</u>
PC: \$45 per meeting | <u>Option #3</u>
PC: \$45 per meeting for board member
And \$50 per meeting for the Chair |
| <u>Option #4</u>
PC: \$45 per month for board member
and \$50 per month for the Chair | | <u>Option #5</u>
PC: \$50 per meeting
ZBA: \$50 per meeting for the Chair
and \$40 per meeting for board member
BOR: \$20 per hours for chairman and
\$18 per hour for member |

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Moved by Commissioner Wilkinson to approve the 2025-2026 proposed budget with the amendment of Option #3 and Option #5 Zoning Board of Appeals. Support by Commissioner Prunick.

Roll Call Vote:

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

D. CAPITAL IMPROVEMENT PLAN 2025-2026

Moved by Commissioner Wilkinson to approve the Capital Improvement Plan as presented for the 2025-2026 fiscal year. Support by Commissioner Burge.

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

E. ADJOURNMENT MOVE INTO REGULAR MEETING

Moved by Commissioner Prunick to adjourn the Public Hearing and move into the regular meeting. Support by Commissioner Wilkinson.

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

CITY OF MUNISING
CITY COMMISSION
WEDNESDAY, JUNE 4, 2025

A. CALL TO ORDER THE REGULAR COMMISSION MEETING

All Commissioners Remained Seated

B. PUBLIC COMMENTS (4 MINUTE LIMIT)

There were no public comments.

C. CONSENT AGENDA

1. City Commission Meeting Minutes of 5-19-25-5-21-25 & 5-27-25
2. Minutes of: Downtown Development Authority 5-21-2025
3. Minutes of Central Upper Peninsula Materials Management Planning Committee
4. Approve Check Register/List of Bills
5. City Manager Report

Moved by Commissioner Burge to approve the Consent Agenda as presented with the additional update on the Anna River timeline in the City Manager's Report. Support by Commissioner Prunick.

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

Capital Projects

- Tourist Park- The west bathroom rehabilitation project is substantially complete as of June 2nd, 2025. City staff and Coleman Engineering staff will be doing a punch-list walkthrough on the afternoon of June 4th to review the work and note any remaining items will need to be addressed prior to it being designated at a step of "final" completion.
- Boat Launch- Gerou continues to make progress at the Munising Boat Launch. As of this week they have completed the soil removal and begun the process of installing retaining blocks. The other site subcontractors have poured the slab and installed the utilities for the fish cleaning station.
- Street Improvements- The construction season 2025 projects continue to move forward. The schedule that was provided in May remains intact as we move into June. Coleman Engineering will be in attendance at the June 4th meeting to provide a more in-depth review of the projects and projects statuses.
- Brown's Addition Playground- Penchura has completed the installation of the playground equipment at the Brown's Addition Playground. The facility had a soft opening to the public last week however small improvements will continue to be made to the park this year. This

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will include new boarder wood, replacing/upgrading fencing, and general site clean-up.

- **EGLE TMF Grant**- UP Environmental will begin the final push on the remaining service material investigations that are needed. The project aims to identify the service line material types in order to finalize our service line material inventory that is mandated by EGLE.

Administrative Items

- Staff will continue to work on the process of closing out the 24-25 fiscal year in the coming weeks. Budget adjustments are expected to be needed and a special meeting for the last week of June may be needed in order to facilitate no departmental and/or line item overages.

D. NEW BUSINESS

1. Jess Webster Bayshore Marina Seasonal Dockage Issue

Moved by Commissioner Burge to deviate from past practice and allow the slip be granted to Webster/Ake's. Support by Commissioner Prunick.

Roll Call Vote:

Tie Vote Motion Dies

Yeas: Commissioners: Burge and Prunick
Nays: Commissioners: Wilkinson and Mayor Berry

2. Penchura invoice for playground at Brown's Addition \$51,007.00

Moved by Commissioner Wilkinson to approve payment to Penchura in the amount of \$51,007.00 for playground equipment at the Brown's Addition Tot Lot. Support by Commissioner Burge.

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

3. Greater Bay Partnership for Commerce Development - License Agreement for Pictured Rocks Days

Moved by Commissioner Burge to approve the license agreement with the Greater Bay Partnership for Commerce Development for the Pictured Rocks Days. Support by Prunick.

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

4. Coleman Engineering Campground Water System Drawings

Moved by Commissioner Wilkinson to approve Coleman Engineering's campground water system drawings at a cost of \$6,000.00. Support by Commissioner Prunick.

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

5. Coleman Engineering DPW Building Feasibility Study

Moved by Commissioner Wilkinson to approve Coleman Engineering's feasibility study for the Department of Public Works building, with a not to exceed amount of \$14,800.00. Support by Commissioner Burge.

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

6. Coleman Engineering Company Professional Services for Munising Municipal Boating Access Site Phase 2

Moved by Commissioner Wilkinson to approve Colman Engineering's professional service proposal for the Municipal Boating Access Site Phase 2, in the amount of \$40,000.00. Support by Commissioner Prunick.

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

7. Cross General Contracting Pay Request #4 Tourist Park Bathroom Building Renovations \$34,541.10

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Moved by Commissioner Prunick to approve pay request #4 to Cross General Contracting in the amount of \$34,541.10 for the Tourist Park bathroom, building renovations. Support by Commissioner Burge

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

8. License Agreement Alger Parks & Recreation Concert in the Park

Moved by Commissioner Burge to approve the license agreement with Alger Parks & Recreation for Concert in the Park. Support by Commissioner Prunick.

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

9. Accept/Award Gravel Bids

Moved by Commissioner Burge to accept and place on file the bids received for gravel bids. Support by Commissioner Prunick.

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

Bids received: L.K. Farms \$23.00 per yard, Gerou Excavating, Inc. \$24.00 per yard, and Joseph S Lakosky LLC \$32.00 per yard.

Moved by Commissioner Wilkinson to award the gravel bid to L.K. Farms at \$23.00 per yard. Support by Commissioner Prunick.

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

10. Student-Bases Summer Work Program Proposal

Moved by Commissioner Burge to authorize the City Manager to work with City Attorney Nordeen to draft a contract with MARESA. Support by Commissioner Prunick.

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

11. Part time Employee to increase Pay Rate Request

Moved by Commissioner Burge to increase the part time employees to start at \$16.75 with a .75 cent increase with a maximum of \$19.75 after four years. Support by Commissioner Prunick.

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

12. First Reading of Proposed Zoning Ordinance Amendment 2025-02

Moved by Commissioner Burge to schedule a Public Hearing for Wednesday, July 2nd. Support by Commissioner Wilkinson.

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

E. PUBLIC COMMENTS (4 MINUTE LIMIT)

There were no public comments.

F. ADJOURNMENT

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

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

The regular meeting of the City Commission adjourned at 7:36 p.m.

Chris Berry, Mayor

Mary Artress, Deputy Clerk

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LIST OF BILLS

41296	EMBERS CREDIT UNION	568.34
41297	CMP DISTRIBUTORS INC	6,013.57
41298	U.P. CONCRETE PIPE CO.	817.31
41299	GEROU EXCAVATING, INC.	1,400.00
41300	USA BLUE BOOK	553.97
41301	U.P. PROPANE	243.21
41302	IMPERIAL DADE	112.08
41303	NAPA AUTO PARTS	1,016.47
41304	CHRISTMAS AUTO REPAIR	9,013.50
41305	LASCO	628.90
41306	GFL ENVIRONMENTAL	3,135.42
41307	EMBERS CREDIT UNION	1,374.20
41308	UPPER PENINSULA RECREATION INC	1,230.77
41309	GEROU EXCAVATING, INC.	420.00
41310	WEX BANK	3,093.88
41311	MIDWEST CONSTRUCTION GROUP	169,104.74
41312	DTE ENERGY	2,581.33
41313	ANSER SERVICES	116.00
41314	JOHNSON CONTROLS	6,338.77
41315	UPEA ENGINEERS & ARCHITECTS	1,887.69
41316	UPPER PENINSULA RECREATION INC	22,170.27
41317	HACH COMPANY	6,183.50
41318	DELTA DENTAL	2,234.68
41319	VISION SERVICE PLAN	525.06
41320	KYLE HARRIS	350.00
41321	DAVID CHARLTON	350.00
41322	JOSEPH DARTER	350.00
41323	UPPER PENINSULA POWER CO.	20,113.34
41324	DAVID RAPPAPORT	350.00
41325	ALGER COUNTY TREASURER	3,251.24
41326	FASTENAL COMPANY	383.90
41327	PENCHURA LLC	51,007.00
41328	ALL-PHASE ELECTRIC SUPPLY CO.	1,195.75
41329	UPPER PENINSULA RECREATION INC	6,529.16
41330	TRI-COUNTY SEPTIC & SONS LLC	350.00
41331	MICHIGAN MUNICIPAL LEAGUE	2,610.00
41332	M & M SERVICE, INC	547.25
41333	MUNISING PUBLIC SCHOOLS	50.00
41334	ALL-PHASE ELECTRIC SUPPLY CO.	2,401.00
41335	TRI-COUNTY SEPTIC & SONS LLC	350.00
41336	COLEMAN ENGINEERING COMPANY	3,351.00
41337	COLEMAN ENGINEERING COMPANY	3,553.00
41338	POMASL FIRE EQUIPMENT	189.17
41339	STANDARD INSURANCE COMPANY	225.60
41340	STANDARD INSURANCE COMPANY	625.15
41341	GRAND ELK RAILROAD, INC.	3,057.37