

December 3, 2025

CITY COMMISSION OF THE CITY OF MUNISING
301 E. SUPERIOR ST
MUNISING, MI 49862
AGENDA
WEDNESDAY, DECEMBER 3, 2025
6:00 P.M.

- A. CALL TO ORDER THE REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL
- B. PUBLIC COMMENTS (4 MINUTE LIMIT)
- C. CONSENT AGENDA
 - 1. Approve City Commission Meeting Minutes of 11-24-2025
 - 2. Interim City Manager Report
- D. New Business
 - 1. Non-Motorized Transportation Plan
- E. PUBLIC COMMENTS (4 MINUTE LIMIT)
- F. 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, December 3rd, 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

Mayor Berry requested to amend the agenda to add:

1A. New City Manager Employment Agreement

Moved by Commissioner DesJardins to amend the agenda to add item 1A. Support by Commissioner Wilkinson.

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

- B. Public Comment (4 MINUTE LIMIT)

There were no public comments.

- C. CONSENT AGENDA

- 1. Approve City Commission Meeting Minutes of 11-24-2025
- 2. Interim City Manager Report

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

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

Interim City Manager Report

SUBJECT: MISCELLANEOUS TOPICS

The City Manager Executive Memo is a communication method to bring various topics to the City Commission on a bi-weekly basis. It is extremely

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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 did use 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.

Council Questions and Manager's Notes

Please find the responses to some questions raised by the Commission over the past few weeks or other issues that I would like to bring to your attention:

- Commission Member Comments and Questions from Previous Meeting(s)
 - Ordinance Ad-Hoc Committee - Just a reminder that I am still interested in any requests for ordinances to review.
 - Non-Motorized Transportation Plan - The plan will be on the upcoming meeting agenda however the commission does not need to approve anything at the first meeting in December. Kevin Trevillion from Coleman Engineering will be at the meeting and available for comment. As I mentioned in earlier communications, the plan is necessary to outline long-term planning for non-motorized expenditures in our ACT 51 schedule. We are required to spend 10% of our ACT 51 money in non-motorized expenditures each year if we do not have a plan. With the plan we can utilize the schedule in the plan to meet our requirements. With that being said, it is not usually that difficult to meet the requirements provided you have annual street projects. Another way to meet the requirements is to implement an annual sidewalk replacement program. Since the city has been working on the plan, the safe routes program was under review and caused the plan to be stalled. Since we are reevaluating the details of the SR2S plan, that portion of the non-motorized plan is being scaled back to be more general.
 - Manager Transition - I am currently working on a transition plan to help Michelle as she starts with the city. I'm also working with the Michelle and the Labor Committee to see what type of schedule is needed to aid in the transition.
- General Business/Operations Update:
 - o DPW Maintenance (Floater) Water/Sewer Assistant Level III Position - We now have 2 wastewater operator positions open.
 - o Interim City Manager's Schedule - I would like to highlight when I plan to be in the office over the next three weeks:
 - Wednesday, December 3rd and Thursday, December 4th
 - Wednesday, December 10th and Thursday, December 11th
 - The remaining days are going to be based on what's needed in the transition
- Projects/Operations Update
 - o DNR Waterways Grant (Boat Launch) - Phase II is currently under design.
 - o Bayshore Well House - Continue working on electrical, instrumentation, and connection to the old pumphouse. We may need to wait until spring to complete the project.
 - o Tourist Park East Bathroom - The work continues. Completion date scheduled for June 1, 2026,
 - o DPW Facility Feasibility Study - **No Update.** We have had a couple of meetings with CEC over their initial layout for the building at the WWTP site. At this point it does look like we can make this work, and this will come down to a funding issue. Initial high-level estimate would be \$10MM.
 - o Tourist Park Campground (High Sodium Issue) - **No Update.** Dan Wendell provided a proposal to the City for a reverse osmosis treatment process to remove the chlorides. EAGLE wanted to review the plans and we are currently waiting for CEC to provide a drawing and still working with Wendell for the details. We currently have Coleman Engineering under contract but not Wendell. We believe that delays are happening because of this issue and we should consider going through the procurement process (advertising) to move this forward.
 - o USDA-RD (Washington Street and Lift Stations) - **No Update.** Currently 30-40 percent designed. Design is scheduled to be done this winter with spring bidding and summer of 2026 construction.
 - o Safe Routes to Schools (SRTS) - The project scope is now under new review and the routes are being reevaluated.

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- o Culvert Issue near Central Reservoir - **No Update**. This is an issue of a stream conflicting with a culvert. This could be a major project because we would need to bring EGLE on board for permitting. We need some additional discussion.
- o Park Service Project (Water Main Extension on H-58) - **No Update**. The Park Service has now hired HDR Engineering to engineer an extended watermain. We need to have meetings between Park Service and City to discuss logistics.
- o Park Service Project (Washington Street Non-Motorized Path) - **No Update**. On hold at this time. City would apply for a FLAP grant.

D. NEW CITY BUSINESS

1A. New City Manager Employment Agreement

Moved by Commissioner Burge to approve the New City Manager Employment Agreement as it was presented. Support by Commissioner DesJardins.

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

1. Non-Motorized Transportation Plan

Presentation by Coleman Engineering of the draft City of Munising Non-Motorized Transportation Plan to the City Commission.

No Action Taken

E. PUBLIC COMMENT

There were no public comments.

F. ADJOURNMENT

Moved by Commissioner DesJardins to adjourn the regular City Commission Meeting. Supported by Commissioner Wilkinson .

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

The Regular Meeting Adjourned at 6:24 p.m.

Chris Berry, Mayor

Mary Artress, Deputy Clerk