

October 21, 2024

CITY COMMISSION OF THE CITY OF MUNISING  
301 E. SUPERIOR ST.  
MUNISING, MI 49862  
AGENDA  
MONDAY, OCTOBER 21, 2024  
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 of 10-2-2024
  - 4. List of Bills
  - 5. City Manager Report
  - 6. City Attorney Report
- D. NEW CITY BUSINESS
  - 1. DDA Partnership Updates - Kathy Reynolds
  - 2. Anderson, Tackman & Company, PLC Engagement Letter
  - 3. Anderson, Tackman & Company, PLC Preliminary Communication
  - 4. Updated Proposal of the Non-Motorized Transportation Plan
  - 5. Seasonal and Transient Boat Docking Rates
  - 6. Boat Launch Permits Daily & Seasonal
  - 7. Accept/Award Bids for Tourist Park Restrooms
  - 8. Agreement Regarding Ice Time and Concession Rental
  - 9. Revised RD/USDA Pay Draw #31 Varnum St. \$89,747.67
  - 10. RD/USDA Pay Draw #32 Varnum St. \$129,968.12
  - 11. City Pay Draw #3 Varnum St. \$72,717.90
  - 12. Final Change Order #2 Varnum St. Increase \$4,461.67
- E. PUBLIC COMMENTS (4 MINUTE LIMIT)
- F. 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 Monday, **October 21, 2024**, in the City Commission meeting room of City Hall. Mayor Nettleton called the meeting to order at 6:00 p.m.

PRESENT: Commissioners: Wilkinson, Berry, Bogater, Prunick and Mayor Nettleton  
ABSENT: None

- B. PUBLIC COMMENT (4 MINUTE LIMIT)

There were no public comments.

- C. CONSENT AGENDA
  - 1. Treasurer's Monthly Report
  - 2. Monthly Reports - Committee- Fire - Police
  - 3. City Commission Meeting Minutes of 10-2-2024
  - 4. List of Bills
  - 5. City Manager Report

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6. City Attorney Report

Moved by Commissioner Berry to approve the Consent Agenda as presented.  
Support by Commissioner Bogater.

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

City Manager's Report

Capital Projects

- Browns Addition Boating Access Site- The City, UPEA, and Midwest Construction held a preconstruction meeting this past week for the Boat Launch Improvement project along with the finalizing of the contracts for the project. Midwest is comfortable with the June 1<sup>st</sup> substantial completion date and they have communicated this date to their subcontractors. We expect work to begin in the next couple of weeks with Gerou Excavating mobilizing at that time to begin the site demolition and grading work. The project is expected to operate as late into the winter season as possible so remaining work items for the spring season will be as limited as possible.
- Hero's Field- City Staff has spent the past couple of weeks working on improving the field conditions of the facility. The infield/outfield line has been restored to the MHSAA softball measurements with a large amount of ballfield gravel being removed and stockpiled for future use. Staff also tilled the entire outfield and foul ball areas which was followed by fertilizing and reseeding with hopes that the remaining warm days will facilitate germination and growth. Next summer we will continue to make incremental improvements including a new irrigation connection, dugout gates, and dugout benches.
- Culvert Replacements/improvements - Public Works staff completed a culvert replacement on Bell Avenue this past week due to a failed concrete culvert. EGLE permitted a replacement 36 inch diameter culvert that is 40 ft in overall length. Additionally, EGLE was able to permit a small drainage ditch improvement and restoration project just south of the culvert replacement.

Administrative Items

- Housing Needs Assessment- CUPPAD has begun holding focus groups with the intent of gathering additional information from community stakeholders on the status of housing supply and needs in the City. CUPPAD will also be releasing a community survey in the near future that will focus on the perceived needs and challenges of housing across the resident population of the City. The survey will also include items that are targeted to the Master Plan and future Zoning Ordinance revisions.
- I will be out of the office on vacation during the week of the 21<sup>st</sup> and will be returning on the 28<sup>th</sup>.

D. NEW CITY BUSINESS

1. DDA Partnership Updates - Kathy Reynolds

MUNISING CITY COMMISSION REPORT  
Greater Munising Bay Partnership & Munising DDA  
October 2024

1. Rekindle the Spirit is scheduled and being planned for December 5, 2024 from 5:30-7:30 along with the Rekindle Grand Giveaway.
2. Coordinated and attended Upper Peninsula Economic Development Alliance event in Ishpeming. The topics covered were housing, municipal government, DDA projects, etc.
3. Attending Michigan Festivals and Event Convention next week (I co-chair that board).
4. There is the possibility of a Brownfield plan being submitted to the DDA and other associated parties. This project deals with the expansion and improvements at Pictured Rocks Cruises. At the current time, the conversations with the DDA have been preliminary.

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5. The National Park Foundation held an EV event to discuss possible funding and other initiatives at Gallery Coffee last month with representatives across the U.P. and Munising.
6. The DDA is again offering Holiday Façade grants for DDA businesses. To this point, the DDA has awarded 54 of these grants since inception in 2011.

2. Anderson, Tackman & Company, PLC Engagement Letter

This was informational no action needed.

3. Anderson, Tackman & Company, PLC Preliminary Communication

This was informational no action needed.

4. Updated Proposal of the Non-Motorized Transportation Plan

Moved by Commissioner Berry to table this item until the next meeting. Support by Commissioner Prunick.

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

5. Seasonal and Transient Boat Docking Rates

Moved by Commissioner Wilkinson to leave the seasonal and transient boat docking rates as they were last year. Support by Commissioner Bogater.

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

6. Boat Launch Permits Daily & Seasonal

Moved by Commissioner Prunick to make the daily boat launch permits \$10.00 and the seasonal permits to \$75.00 with a second vehicle costing \$10.00. Support by Commissioner Wilkinson.

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

7. Accept/Award Bids for Tourist Park Restrooms

Moved by Commissioner Berry to accept and place on file the bids received for the Tourist Park restroom project. Support by Commissioner Prunick.

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

**Bids Received: Hall Contracting \$114,750.00 and Cross General Construction \$104,940.00.**

Moved by Commissioner Berry to award the bid for the Tourist Park restroom project to Cross General Construction in the amount of \$104,940.00. Support by Commissioner Bogater.

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

8. Agreement Regarding Ice Time and Concession Rental

Moved by Commissioner Wilkinson to approve the ice time and concession rental agreement as presented. Support by Commissioner Prunick.

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

9. Revised RD/USDA Pay Draw #31 Varnum St. \$89,747.67

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Moved by Commissioner Prunick to approve the revised RD/USDA pay draw #31 for the Varnum St. project in the amount of \$89,747.67. Support by Commissioner Berry.

Roll Call Vote

Approved: Yeas: Commissioners: Wilkinson, Berry, Bogater, Prunick and Mayor Nettleton

Nays: None

10. RD/USDA Pay Draw #32 Varnum St. \$129,968.12

Moved by Commissioner Berry to approve the RD/USDA pay draw #32 for the Varnum St. project in the amount of \$129,968.12. Support by Commissioner Wilkinson.

Roll Call Vote:

Approved: Yeas: Commissioners: Wilkinson, Berry, Bogater, Prunick and Mayor Nettleton

Nays: None

11. City Pay Draw #3 Varnum St. \$72,717.90

Moved by Commissioner Wilkinson to approve the City pay draw #3 for the Varnum St. project in the amount of \$72,717.90. Support by Commissioner Bogater.

Roll Call Vote:

Approved: Yeas: Commissioners: Wilkinson, Berry, Bogater, Prunick and Mayor Nettleton

Nays: None

12. Final Change Order #2 Varnum St. Increase \$4,461.67

Moved by Commissioner Prunick to approve the final Change Order #2 with an increase of \$4,461.67. Support by Commissioner Bogater.

Approved: Yeas: Commissioners: Wilkinson, Berry, Bogater, Prunick and Mayor Nettleton

Nays: None

E. PUBLIC COMMENTS (4 MINUTE LIMIT)

Commissioner Berry thanked Commissioner Bogater and Mayor Nettleton for serving on the Commission. Mayor Nettleton thanked everyone for the opportunity to work with them. He has really enjoyed himself. Commissioner Bogater also thanked everyone for being so helpful on the Commission.

Mike Nettleton Jr. stated that he drove on the completed Varnum St. and it was very nice. You could actually drive through the area with no problems.

F. ADJOURNMENT

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

Approved: Yeas: Commissioners: Wilkinson, Berry, Bogater, Prunick and Mayor Nettleton

Nays: None

The Regular meeting of the City Commission adjourned at 6:20 p.m.

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D.M. Nettleton, Mayor

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Sue Roberts, City Clerk

LIST OF BILLS

40527	UPPER PENINSULA POWER CO.	17,786.65
40528	UPPER PENINSULA RECREATION INC	3,459.94
40529	UPPER PENINSULA RECREATION INC	3,567.52
40530	SUPERIOR WALK IN CENTER	115.00

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40531	UPPER PENINSULA RECREATION INC	1,230.77
40532	HIAWATHA TELEPHONE COMPANY	1,503.99
40533	KONICA MINOLTA BUSINESS SOLUTIONS	320.49
40534	SUE PASSINAULT	100.00
40535	UPPER PENINSULA POWER CO.	2,036.26
40536	POMASL FIRE EQUIPMENT	480.29
40537	RYAN ANDERSON	101.84
40538	MY WEB MAESTRO	96.00
40539	INTEGRIS, LLC	120.00
40540	FOUR SEASON'S SMALL ENGINE	174.54
40541	FOX NEGAUNEE	195.00
40542	UPPER PENINSULA RECREATION INC	3,002.56
40543	MICHIGAN MUNICIPAL LEAGUE	425.64
40544	MARES-Z-DOATS FEED	1,156.43
40545	CASH	86.78
40546	MMTA	99.00
40547	TRI-COUNTY SEPTIC & SONS LLC	525.00
40548	VERIZON WIRELESS	637.72
40549	A. LINDBERG & SONS, INC	3,120.00
40550	PENCHURA LLC	50,000.00
40551	UPEA ENGINEERS & ARCHITECTS	14,158.80
40552	MENARDS	263.00
40553	41 LUMBER CO.	36.27
40554	U.P. PROPANE	694.93
40555	DRESSELER MECHANICAL INC.	442.63
40556	IDEXX DISTRIBUTION CORP.	326.15
40557	PARAGON LABORATORIES, INC.	932.00
40558	MARQUETTE FENCE COMPANY	565.00
40559	ETNA SUPPLY CO.	1,941.60
40560	GRAINGER	117.92
40561	CITY OF MUNISING-WATER	6,562.25
40562	KCI	515.31
40563	VANTAGE FLEX, LLC	120.00
40564	ANSER SERVICES	96.00
40565	MICHIGAN RURAL WATER ASSOC.	170.00
40566	MICHIGAN/WISCONSIN SPRING & BR	2,686.18
40567	HIAWATHA ELECTRIC. CO	1,274.00
40568	HIAWATHA ELECTRIC. CO	1,092.00
40569	IMPERIAL ELECTRIC	200.00
40570	JOHNSON BROTHERS RENTALS LLC	350.00
40571	MADIGAN'S HARDWARE	494.12
40572	DENMAN'S HARDWARE	761.35
40573	UPPER PENINSULA RECREATION INC	3,101.12
40574	UPPER PENINSULA RECREATION INC	2,736.80
40575	MANISTIQUE OIL CO., INC.	1,524.60
40576	USA BLUE BOOK	184.34
40577	BADGER METER, INC.	175.90
40578	FASTENAL COMPANY	232.55
40579	COLEMAN ENGINEERING COMPANY	632.50
40580	PACKER CITY INTERNATIONAL TRUCKS	104.50
40581	MPH INDUSTRIES, INC	95.76
40582	ETNA SUPPLY CO.	134.65
40583	HYDRO CORP	804.00
40584	COLLIGIO GIS, INC	461.00
40585	IDEXX DISTRIBUTION CORP.	273.66
40586	BRIAN'S AUTO GLASS	1,350.00
40587	FOUR SEASON'S SMALL ENGINE	209.06

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40588	BY GEORGE BREWING	2,500.00
40589	HIAWATHA TELEPHONE COMPANY	43.15
40590	REYNOLDS, KATHY	60.00
40591	MIKE STOCKWELL	30.00
40592	GREATER MUNISING BAY	26,058.51
40593	EMBERS CREDIT UNION	319.60
40594	ALTRAN	2,624.55