DECEMBER 15, 2014

CITY COMMISSION OF THE CITY OF MUNISING
AGENDA
MONDAY, DECEMBER 15, 2014
6:00 P.M.

A. CALL TO ORDER OF REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL

B. PUBLIC COMMENT (non-agenda items)

C. OLD CITY BUSINESS
   1. Treasurer’s Report
   3. DDA – Partnership Updates – Kathy Reynolds

D. NEW CITY BUSINESS
   1. Mayor’s appointment of Ellen Golisek to the Munising Housing Commission for another 5 year term ending December 31, 2019
   2. Mead & Hunt Munising Phase 3 Sewer Project pay request $235,736.33
   3. Mead & Hunt Munising Phase 3 Water Project pay request $129,371.62
   4. Hanley Airport Land Swap Language
   5. Master Plan Coastal Zone Management Proposal
   6. Approve December 2014 Budget Adjustments
   7. Approve City Commission Meeting Minutes of 12/3/14
   8. Check Register/List of Bills
   9. City Manager Report

E. CORRESPONDENCE

F. PUBLIC COMMENTS (non-agenda items)

G. ADJOURNMENT

CITY COMMISSION
Official Proceedings

A. CALL TO ORDER OF REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL

The Regular Meeting of the City Commission was duly called and held on Monday, December 15, 2014, in the City Commission Room of City Hall. Mayor DesJardins called the Regular Meeting to order at 6:00 p.m.

PRESENT: Commissioners: Cotey, Nettleton and Mayor DesJardins
ABSENT: Commissioners: Dolaskie and Bornslaeger

B. PUBLIC COMMENT (non-agenda items)

There was none.

C. OLD CITY BUSINESS
   1. Treasurer’s Report

Moved by Commissioner Nettleton to approve the City Treasurer’s report as submitted. Support by Commissioner Cotey.

Approved: Yeas: Commissioners: Cotey, Nettleton and Mayor DesJardins
          Nays: None

Commissioner Nettleton stated that Alger Parks and Recreation is having a Christmas Party on the 20th that includes a can drive with the Fire Department.

3. DDA – Partnership Updates – Kathy Reynolds

Kathy Reynolds stated that the Shop Local promotion is going on until the 18th of December; this event has been very successful, the local business people have been great with their donations. Next, Reynolds stated that the Christmas facades went well, the regular facades funding has been extended to the end of the fiscal year, due to early snow and such. As for the alley project it is still in the works, and will be completed in phases with monies spread into different fiscal years. They are also doing another Banner Contest regarding the 50 year anniversary of the park. As for the new Christmas decorations the Department of Public Works has gotten them all up and she felt they look very nice. Regarding the Low to Moderate Income study there are around 750 seasonal workers and 450 part time workers and 25 business' have closed so we should have a good chance for some help. Commissioner Nettleton commented on the decorations in downtown Munising compared to Marquette, he had been to Marquette recently and drove downtown; there were no lights at all, he felt Munising did a fantastic job.

D. NEW CITY BUSINESS

Moved by Commissioner Nettleton to amend the agenda to include first City Manager Olson’s Employment Contract – Resolution. Support by Commissioner Cotey.

Approved: Yeas: Commissioners: Cotey, Nettleton and Mayor DesJardins Nays: None

Agenda Amended:

City Manager Olson’s Employment Contract – Resolution

Moved by Commissioner Nettleton to adopt the resolution amending City Manager Olson’s employment contract. Support by Commissioner Cotey.

Approved: Yeas: Commissioners: Cotey, Nettleton and Mayor DesJardins Nays: None

RESOLUTION OF THE CITY COMMISSION
AMENDING THE CITY MANAGER’S CONTRACT

Whereas, the City Commission held a regular meeting on December 3, 2014; and
Whereas, the City Commission agreed to amend City Manager Olson’s employment contract as of that date; and
Whereas, the City Commission approved increasing City Manager Olson’s salary from $60,000.00 to $65,000.00 per year beginning January 1, 2015; and
Whereas, the City Commission authorized the Mayor to enter into the amended employment contract with Devin Olson.

Now Therefore Be It Resolved that City Manager Devin Olson’s employment contract be amended as stated and that the Mayor be authorized to enter into the contract with Devin Olson.

Sue Roberts, City Clerk Rod DesJardins, Mayor

Date:____________________

1. Mayor’s appointment of Ellen Golisek to the Munising Housing Commission for another 5 year term ending December 31, 2019

Moved by Commissioner Nettleton to approve the Mayor’s appointment of Ellen Golisek to the Munising Housing Commission for a 5 year term ending December 31, 2019. Support by Commissioner Cotey.

Approved: Yeas: Commissioners: Cotey, Nettleton and Mayor DesJardins Nays: None

2. Mead & Hunt Munising Phase 3 Sewer Project pay request

$235,736.33
Moved by Commissioner Cotey to approve Mead & Hunt’s pay request for Munising Phase 3 Sewer Project in the amount of $235,736.33. Support by Commissioner Nettleton.

Approved: Yeas: Commissioners: Cotey, Nettleton and Mayor DesJardins
Nays: None

3. Mead & Hunt Munising Phase 3 Water Project pay request $129,371.62

Moved by Commissioner Cotey to approve Mead & Hunt’s pay request for Munising Phase 3 Water Project in the amount of $129,371.62. Support by Commissioner Nettleton.

Approved: Yeas: Commissioners: Cotey, Nettleton and Mayor DesJardins
Nays: None

4. Hanley Airport Land Swap Language

Moved by Commissioner Cotey to tentatively approve the amended legal description language. Support by Commissioner Nettleton.

Approved: Yeas: Commissioners: Cotey, Nettleton and Mayor DesJardins
Nays: None

LEGAL DESCRIPTION

Grantor reserves an easement, 95 feet in width, being 20 feet on the Easterly side and 95 feet on the Westerly side of a centerline across that part of Government Lot 1, Section 28, Township 47 North, Range 19 West, lying South of the right of way of M-28, and that part of Government Lot 4, Section 27, Township 47 North, Range 19 West, lying South of the right of way of M-28, to operate, maintain, repair and replace Grantor's below ground municipal water main, in its current location, on the described portion of the land hereby conveyed. "Operate, maintain, (and) repair" includes, but is not limited to, removing brush, trees and other vegetation from the easement location, as needed, in Grantor's sole discretion. Grantor also reserves an easement, over the surface of that same 95 feet, for access by persons on foot (which shall include access on snowshoes and cross country skis), on bicycles, on off road vehicles, and on snow machines, with the right to maintain and repair the easement in a manner that will allow for use of the easement for those purposes. These easements are reserved by Grantor in perpetuity and shall run with the land hereby conveyed for the benefit of the residents of the City of Munising and the general public.

Change 95 feet to 40 feet; change being 60 feet to 20 feet; change 35 feet to 20 feet; adding language: Shall not extend to be used for parking.

5. Master Plan Coastal Zone Management Proposal

Moved by Commissioner Nettleton to adopt the Resolution for the Master Plan Coastal Management Proposal. Support by Commissioner Cotey.

Approved: Yeas: Commissioners: Cotey, Nettleton and Mayor DesJardins
Nays: None

RESOLUTION APPROVING SUBMISSION OF COASTAL GRANT APPLICATION FOR CITY OF MUNISING MASTER PLAN DEVELOPMENT

WHEREAS, the City of Munising is in need of an updated Master Plan with a focus on the surrounding coastal resources, and

WHEREAS, the content of the City’s current Master Plan is outdated and insufficient for controlled development within the City, and

WHEREAS, funding is available from the U.S. Department of Commerce through the Coastal Management Program, and

WHEREAS, total project cost is estimated at about $14,000, 50 percent of which would be funded through the Coastal Program and 50 percent would be local match,

NOW, THEREFORE, BE IT RESOLVED, that the City Commission approves the submission of the grant application to the Michigan Coastal Management
Program in the amount of $14,000 for the development of a new Master Plan and commits that the local match shall be provided if the project is funded.

Adopted this 15th day of December, 2014

AYES:

NAYS:

ABSENT:

BY: ______________________

ATTEST: __________________

6. Approve December 2014 Budget Adjustments

Moved by Commissioner Cotey to approve the December 2014 budget adjustments as presented. Support by Commissioner Nettleton.

Approved: Yeas: Commissioners: Cotey, Nettleton and Mayor DesJardins

Nays: None

City of Munising
Budget Adjustments
December 2014

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DECEMBER 15, 2014

7. Approve City Commission Meeting Minutes of 12/3/14

Moved by Commissioner Cotey to approve the City Commission Meeting Minutes of 12/3/14 as submitted. Support by Commissioner Nettleton.

Approved: Yeas: Commissioners: Cotey, Nettleton and Mayor DesJardins
Nays: None

8. Check Register/List of Bills

Moved by Commissioner Nettleton to approve and pay the Check Register/List of Bills as submitted. Support by Commissioner Cotey.

Approved: Yeas: Commissioners: Cotey, Nettleton and Mayor DesJardins
Nays: None

9. City Manager Report

City Manager Olson began by stating that the Low to Moderate Resurvey application has been released so another survey can now be done. Regarding new software for City Hall, he is still in the research process. Olson mentioned that he and staff had met with a credit card processing company last week and is considering this option for customers. Next, Olson stated that the City Administration and the Insurance Committee are in the process of setting up Flexible Spending Account for interested employees. Olson then informed the Commission that he and Zoning Administrator Nolan had attended a Zoning Class at MSU Extension; it covered online ordinance posting and how to streamline the process. Regarding the body camera issues; he is working with DSTech to solve data storage issues, and is also in the process of drafting a body cam policy which will be refined prior to officer trainings and implementation of the policy. Olsen then stated that he had spoken with Kevin Trevillian with Coleman Engineering regarding funding options/solutions for H-58 and Sand Point Road repairs; it is a Federal Land Access Grant. Olson then informed the Commission that the Planning Commission Meeting was changed from December 24th to December 17th at 5:00 p.m. Last, Olson informed the Commission that he would be off on Friday December 26th and Monday December 29th.

E. CORRESPONDENCE

There was none.
F. PUBLIC COMMENTS (non-agenda items)

Kathy Reynolds invited the City Commission and Attorney Ferguson to attend a Leadership Luncheon on January 21st at 8:30 a.m.

G. ADJOURNMENT

Moved by Commissioner Cotey to adjourn the Regular Meeting of the City Commission. Support by Commissioner Nettleton.

Approved: Yeas: Commissioners: Cotey, Nettleton and Mayor DesJardins
Nays: None

The Regular Meeting of the City Commission adjourned at 6:36 p.m.

Rod DesJardins, Mayor

Sue Roberts, City Clerk

LIST OF BILLS

28559) U.S. POSTMASTER 598.82
28560) 1ST SOURCE BANK 41347.97
28561) ALGER COUNTY HUMANE SOCIETY 325.00
28562) AMERICAN WATER WORKS ASSOC. 295.00
28563) BECKER ARENA PRODUCTS, INC. 1201.75
28564) COLLEGE LAUNDRY & RENTAL 269.70
28565) COOPER OFFICE EQUIPMENT 599.93
28566) DENMAN’S HARDWARE 176.67
28567) DSTECH 25.93
28568) D. ROBB FERGUSON 1666.66
28569) HOLIDAY COMPANIES 3626.16
28570) MANATRON INC. 988.07
28571) VOIDED
28572) MUNISING TOWNSHIP TREASURER 311.17
28573) NORTH CENTRAL LABORATORIES 525.46
28574) DEVIN OLSON 40.00
28575) PARAGON LABORATORIES, INC. 180.00
28576) UPPPER PENINSULA POWER COMPANY 5800.81
28577) UPPPER PENINSULA RECREATION INC. 1230.77
28578) GREATER MUNISING BAY 64.38
28579) HIWASHA TELEPHONE COMPANY 49.04
28580) VAUNE HUBBANKS 40.00
28581) I.D.A. FLAGS & BANNERS 1420.00
28582) MADIGAN’S HARDWARE 409.99
28583) PETERSON PUBLISHING INC. 193.56
28584) KATHY REYNOLDS 50.00
28585) U.S. POSTMASTER 298.57
28586) AUTO-WARES GROUP 481.22
28587) BITTNER ENGINEERING INC. 3554.00
28588) CITY OF MUNISING TREASURER 6.65
28589) D. ROBB FERGUSON 165.00
28590) GRAINGER 137.40
28591) HALL CONTRACTING INC. 39180.69
28592) HIWASHA TELEPHONE COMPANY 1083.09
28593) MADIGAN’S HARDWARE 201.55
28594) MADIGAN’S HARDWARE 104.60
28595) MICHIGAN STATE FIREMEN’S ASSOC. 75.00
28596) MILLER BRADFORD & RISBERG 567.00
28597) NAPA AUTO PARTS 18.14
28598) NORTH CENTRAL LABORATORIES 17.60
28599) NORTHWOODS PRINTING 120.00
28600) PETERSON PUBLISHING INC. 288.97
28601) PUTVIN DRUG STORE 4.98
28602) SHELL FLEET PLUS 3266.70
28603) STANDARD ELECTRIC COMPANY 35.32
28604) STANDARD ELECTRIC COMPANY 4.39
28605) STATE OF MICHIGAN 1950.00
28606) SUPERIOR ELECTRIC INC. 704.95
28607) UPPER MICHIGAN COMMUNITY CREDIT UNION 115.00
28608) US BANK EQUIPMENT FINANCE 330.32
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