

February 20, 2012

CITY COMMISSION OF THE CITY OF MUNISING
AGENDA
MONDAY, FEBRUARY 20, 2012
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
 - 2. Monthly Reports - Committee - Fire - Police - WWTP
- D. NEW CITY BUSINESS
 - 1. Six month Budget Adjustments 2011-2012
 - 2. Possible Donation to Alger Parks & Recreation Inc.
 - 3. Pocket Park Maintenance, Electrical and Clean Up
 - 4. Approve City Commission Meeting Minutes of 2-1-2012
 - 5. Check Register/List of Bills
 - 6. 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, **February 20, 2012**, in the City Commission Meeting Room of City Hall. Mayor Beauprey called the Regular Meeting to order at 6:00 p.m.

PRESENT: Commissioners: Dolaskie, Bornslaeger, DesJardins and Mayor
Beauprey
ABSENT: Commissioner: Cotey - absent excused

- B. PUBLIC COMMENT (non-agenda items)

Doug Scheuneman Alger County Fish and Game Alliance spoke about the Anna River Fishing Pier. The Alliance has agreed to pay the 25% matching funds if the grant is approved for up to \$50,000.00 for the pier and the kayak launch. Scheuneman also indicated that they have volunteers to accomplish the repairs or replacement of the pier.

- C. OLD CITY BUSINESS

- 1. Treasurer's Report

Moved by Commissioner DesJardins to approve the Treasurer's Report as submitted. Support by Commissioner Dolaskie.

Approved: Yeas: Commissioners: Dolaskie, Bornslaeger, DesJardins and Mayor
Beauprey
Nays: None

- 2. Monthly Reports - Committee - Fire - Police - WWTP

Commissioner DesJardins stated that the Greater Munising Bay Partnership had met and the Chamber dinner will be April 14, 2012 at the American Legion. Commissioner Bornslaeger stated that Building and Grounds had met with the engineer for the new City Hall building to discuss bid information and that the bids will go out early

March and hopefully come to the Commission at the March 19th meeting. Mayor Beauprey stated that the DDA had met and the Pocket Park is not finalized yet and the law suit is still pending. He also attended a Recreation Meeting.

Regarding the Monthly Reports Mayor Beauprey commented on the Wastewater Treatment Plant's report and the discrepancy in the pumped gallons to the metered water gallons. He would like to have this looked into.

D. NEW CITY BUSINESS

Moved by Commissioner DesJardins to amend the agenda to include 1A. City's Consent to Assignment of Lease as Security ALTRAN Loan. Support by Commissioner Bornslaeger.

Unanimous Voice Vote:

Approved: Yeas: Commissioners: Dolaskie, Bornslaeger, DesJardins and Mayor
Beauprey
Nays: None.

Agenda Amended:

1A. City's Consent to Assignment of Lease as Security ALTRAN Loan

Moved by Commissioner Bornslaeger to enter into the Consent to Assignment of Lease as Security for the ALTRAN loan, with the City Manager signing the document. Support by Commissioner Dolaskie.

Approved: Yeas: Commissioners: Dolaskie, Bornslaeger, DesJardins and Mayor
Beauprey
Nays: None

1. Six month Budget Adjustments 2011-2012

Moved by Commissioner DesJardins to approve the six month Budget Adjustments for 2011-2012 as submitted. Support by Commissioner Dolaskie.

Approved: Yeas: Commissioners: Dolaskie, Bornslaeger, DesJardins and Mayor
Beauprey
Nays: None

2011-2012 6 Month Budget Adjustments

<u>Department</u>	<u>Account</u>	<u>Amount</u>		<u>Reason</u>	
<u>General Fund</u>		<u>Original</u>	<u>Change</u>	<u>Amended</u>	
General Revenue					
Tourist Park	Showers	0.00	200.00	200.00	Budget Omitted
	Camp Fees	212,000.00	25,000.00	237,000.00	Estimated May-June Rev.
	Equip Sur	18,000.00	2,500.00	20,500.00	Estimated May-June Rev.
	<u>G/F Revenue Total</u>	230,000.00	27,700.00	257,700.00	
General Fund Expenditures					
Planning Comm.	Dues & Pub	0.00	500.00	500.00	MI Assoc.of Plan Annual Dues
City Assessor	Prof.Serv.	5,000.00	435.00	5,435.00	Tech Budget Omitted
City Attorney	Insurance	2,500.00	250.00	2,750.00	Increase Prem.
City Clerk	Equip.	0.00	200.00	200.00	New Backup for Server
	Insurance	3,500.00	(200.00)	3,300.00	
Treasurer	Equip.	0.00	200.00	200.00	New Backup for Server
	Insuarnce	2,200.00	(200.00)	2,000.00	
Cemetery	Overtime	500.00	300.00	800.00	Budget Overrun
	Prof.Serv.	250.00	100.00	350.00	Budget Overrun
Police	Communications	3,000.00	3,600.00	6,600.00	Under Budgeted
Fire Dept.	Supplies	1,500.00	1,100.00	2,600.00	Foam/Dry Chem.
	Non Tax Volun.	0.00	6,000.00	6,000.00	Budget included in Salaries
	Salaries	31,000.00	(6,000.00)	25,000.00	Should be non tax Volunteers
	Communications	1,700.00	3,400.00	5,100.00	Under budgeted

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	Repair & Maint.	500.00	1,600.00	2,100.00	Annual Pump Certification For Cemetery Overrun
Parks & Rec.	Overtime	500.00	(150.00)	350.00	
DPW	Overtime	1,200.00	(150.00)	1,050.00	For Cemetery OT Overrun
Tourist Park	Supplies	1,500.00	1,700.00	3,200.00	May/June Estimate for Expenditures
	Prof. Serv.	1,200.00	700.00	1,900.00	May/June Estimate for Expenditures
	VISA Fees	1,800.00	4,000.00	5,800.00	Budget Overrun
	Concessionaire	48,760.00	5,000.00	53,760.00	May/June Estimate for Expenditures
	Refuse Coll.	2,500.00	1,700.00	4,200.00	Budget Overrun
	Printing & Publishing	2,000.00	400.00	2,400.00	May/June Estimate for Expenditures
	Utilities	20,000.00	3,500.00	23,500.00	
		131,110.00	27,985.00	159,095.00	
	<u>Net effect on G/F</u>		(285.00)	(285.00)	
<u>Major Streets</u>					
Routine Maintenance	Supplies	4,000.00	1,000.00	5,000.00	
	Equip. Rental	10,000.00	(1,000.00)	9,000.00	
St. & Catch Basin	Rep. & Maint.	100.00	50.00	150.00	
	Overtime	0.00	200.00	200.00	
	Wages	1,480.00	(125.00)	1,355.00	
	Fringes	1,280.00	(125.00)	1,155.00	
	<u>Net effect on Major Streets</u>		0.00	0.00	
<u>Brownfield Redevelopment</u>					
Revenue	Earned Interest	0.00	20.00	20.00	Auditor Recommended as the Deficit Reduction Plan acceptance from the state Treasury expires in 2012. Amount to be used to pay back loans to water & sewer fund.
	Transfer from Leachate	0.00	133,400.00	133,400.00	
Community Development	Profess. Serv.	0.00	22,350.00	22,350.00	Budget Overrun
	<u>Net effect on Brownfield</u>		111,070.00	111,070.00	
<u>Law Enforcement Fund P.A. 302</u>					
Training	Dues	0.00	750.00	750.00	Budget Omitted
	Training	0.00	200.00	200.00	Budget Omitted
	Equip.Rental	0.00	1,500.00	1,500.00	Budget Omitted
	<u>Net effect on Law Enforcement</u>		(2,450.00)	(2,450.00)	
<u>Capital Projects Fund</u>					
Revenue	Water Loan	0.00	56,000.00	56,000.00	Final Disburs Water Project
Capital Outlay	Transfer from Municipal Bldg.	0.00	323,545.00	323,545.00	New City Hall
	Water Infrast.	0.00	55,000.00	55,000.00	BA Alley Proj.
	Fire-Police	0.00	10,200.00	10,200.00	Budget Carry Over for Fire Police Hall
	Water Proj.	0.00	1,200.00	1,200.00	BA Alley Proj.
	Police Fire Equip.	0.00	11,000.00	11,000.00	Budget Carry Over for Fire Police Hall
	Capital Proj G/F	0.00	323,545.00	323,545.00	New City Hall
	<u>Net effect on Capital Projects</u>		(21,400.00)	(21,400.00)	
<u>Municipal Building</u>					
Revenue	Sale of Land	0.00	323,545.00	323,545.00	Sale of City Hall
	Interest	0.00	60.00	60.00	Budget Omitted
Building & Grounds	Trs. To Capital Projects	0.00	323,545.00	323,545.00	Trs for New City Hall

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		<u>Net effect on Municipal Building</u>		60.00	60.00		
<u>DDA</u>	Revenue	Storage Rental	0.00	3,330.00	3,330.00	Budget Omitted	
		Misc.	0.00	1,400.00	1,400.00	Budget Omitted	
	Other Proj.	Prof. Serv.	62,400.00	2,500.00	64,900.00	DDA Board Action	
		Travel/Train	5,000.00	(2,500.00)	2,500.00	DDA Board Action	
		Commun.	0.00	500.00	500.00	Budget Omitted	
		<u>Net effect on DDA</u>		4,230.00	4,230.00		
<u>Sewer Fund</u>							
	Revenue	Misc.	1,000.00	950.00	1,950.00		
	Sewer Collection	Repairs	1,000.00	500.00	1,500.00		
	Sewer Treatment	Fringes	30,347.00	18,000.00	48,347.00	Underestimated	
		Supplies	1,200.00	2,000.00	3,200.00	Propane Purchase 5 yr	
		Printing/Publishing	200.00	200.00	400.00	U-Bill Printing 2 yr	
		Equipment	0.00	200.00	200.00	Purchase back up system Server	
	Transfer Out	Insurance Leachate to Brownfield	11,000.00	(200.00)	10,800.00		
			0.00	133,400.00	133,400.00	Trs to eliminate Fund Balance Deficit	
		<u>Net effect on Sewer Fund</u>		(153,150.00)	(153,150.00)		
<u>Water Fund</u>							
	Revenue	Water Repairs	2,000.00	1,500.00	3,500.00		
		Misc.	500.00	2,500.00	3,000.00		
	Administration	Print/Publishing	500.00	500.00	1,000.00	U-bill Printing 2 yr	
		Equipment	0.00	200.00	200.00	Purchase back up system Server	
		Insurance	4,000.00	(200.00)	3,800.00		
	Distribution	Salaries	72,720.00	4,500.00	77,220.00	Oak St. Break	
		Fringes	70,000.00	4,500.00	74,500.00	Oak St. Break	
		Repairs & Maint.	5,000.00	4,200.00	9,200.00	Oak St. Break	
		Equip Rent	32,000.00	10,000.00	42,000.00	Oak St. Break	
		<u>Net effect on Water Fund</u>		(19,700.00)			
<u>Marina Fund</u>							
	Revenue	Misc.	650.00	150.00	800.00		
	Parks & Recreation	Gas for Resale	25,000.00	5,000.00	30,000.00		
		VISA Fees	1,000.00	700.00	1,700.00		
		Communic.	400.00	50.00	450.00		
		<u>Net effect on Marina</u>		(5,600.00)	(5,600.00)		
<u>Depreciation</u>							
	Marina	Addition of Pavilion	51,000.00	1,000.00	52,000.00	Per Audit	
	Motor Pool	Sale of Equipment	280,000.00	(62,000.00)	218,000.00	Per Audit	
	Sewer Fund	Sewer Infr.	275,000.00	165,000.00	440,000.00	Per Audit	
	Water Fund	Water Infr.	90,000.00	117,000.00	207,000.00	Per Audit	

2. Possible Donation to Alger Parks & Recreation Inc.

Moved by Commissioner DesJardins to authorize/approve a donation of \$2,730.28 to Alger Parks & Recreation Inc. as a good faith effort, with funds coming from the Municipal Building Fund. Support by Commissioner Bornslaeger. Moved by Commissioner DesJardins to amend the motion to include approving the budget amendment. Commissioner Bornslaeger supported the amended motion.

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Approved: Yeas: Commissioners: Dolaskie, Bornslaeger, DesJardins and Mayor
Beauprey
Nays: None

3. Pocket Park Maintenance, Electrical and Clean Up

City Manager Bovin stated that the Pocket Park was the DDA's idea and that the City has not been directly involved. He also stated that the City is not against the project but does not know all the costs involved. No action was necessary at this time.

4. Approve City Commission Meeting Minutes of 2-1-2012

Moved by Commissioner Dolaskie to approve the City Commission Meeting Minutes of 2-1-2012 as submitted. Support by Commissioner Bornslaeger.

Approved: Yeas: Commissioners: Dolaskie, Bornslaeger, DesJardins and Mayor
Beauprey
Nays: None

5. Check Register/List of Bills

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

Approved: Yeas: Commissioners: Dolaskie, Bornslaeger, DesJardins and Mayor
Beauprey
Nays: None

6. City Manager Report

City Manager Bovin began by stating that he and Building and Grounds had met with Midwest Security about the new City Hall. He has also talked to Phil Niemi of IDI and they are moving forward, they will be advertising in the Munising News, the Mining Journal and the Builders Exchange; hopefully the bids can go out by the first of March and back by the 14th of March, and placed on the March 19, 2012 agenda for approval and awarding. Next Bovin stated that he had spoken with someone with genuine interest in the Cox Building; this would have to be brought to the DDA if a sale were to take place.

E. CORRESPONDENCE

Correspondence included the Recreation Plan approval letter from the State of Michigan Department of Natural Resources.

F. PUBLIC COMMENTS (non-agenda items)

Doug Scheuneman commented that the 3.7 acres in the lease with the Department of Natural Resources had a long term lease; he was concerned and wondered if the City should ask for an extension on the lease. Commissioner DesJardins stated that he felt they should ask for the grant monies first to see if it would be awarded to the City then worry about the lease extension if necessary.

Mayor Beauprey stated that there was a photo opt at 12:15 p.m. on Tuesday at the Tribal Center regarding Safe Routes to Schools.

G. ADJOURNMENT

Moved by Commissioner Bornslaeger to adjourn the Regular Meeting of the City Commission. Support by Commissioner Dolaskie.

Approved: Yeas: Commissioners: Dolaskie, Bornslaeger, DesJardins and Mayor
Beauprey
Nays: None

The Regular Meeting of the City Commission adjourned at 6:50 p.m.

Robert Beauprey, Jr. Mayor

Sue Roberts, City Clerk

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LIST OF BILLS

24733)	ALGER COUNTY ELECTRIC	110.00
24734)	ANGRY PC	50.00
24735)	AT&T MOBILITY	72.85
24736)	BOWMAN GAS COMPANY	33.40
24737)	EL-COM SERVICES, INC.	60.00
24738)	GALL'S INC.	191.89
24739)	GEROU EXCAVATING, INC.	150.00
24740)	HOLIDAY COMPANIES	2975.83
24741)	MAZZALI AGENCY	904.00
24742)	MICHIGAN DEPT. OF NATURAL RESOURCES	300.00
24743)	MICHIGAN/WISCONSIN SPRING & BRAKES	2400.32
24744)	NAPA AUTO PARTS	384.80
24745)	SCHOOLCRAFT MEMORIAL HOSPITAL	40.00
24746)	SCHULTZ EQUIPMENT & PARTS COMPANY	1007.15
24747)	SEW FOR YOU	16.00
24748)	U.P. POWER COMPANY	3971.64
24749)	U.S. DEPARTMENT OF AGRICULTURE	200.00
24750)	UPPER PENINSULA RECREATION INC.	1230.77
24751)	VANTAGE FLEX, LLC	95.00
24752)	AHERN COMPANY	145.40
24753)	D. ROBB FERGUSON	1666.66
24754)	GOLDER ASSOCIATES INC.	13321.00
24755)	HIAWATHA TELEPHONE COMPANY	1130.17
24756)	LAB SAFETY SUPPLY INC.	84.12
24757)	LAGASCO PROPANE MUNISING	99.53
24758)	ROLAND MACHINERY COMPANY	1169.76
24759)	STANDARD INSURANCE COMPANY	581.23
24760)	U.P. POWER COMPANY	5224.13
24761)	U.S. POSTMASTER-MUNISING	201.04
24762)	WELLS FARGO CORPORATE TRUST	6850.00
24763)	MARQUETTE COUNTY TITLE COMPANY	280420.27
24764)	ALGER COUNTY ELECTRIC	60.00
24765)	HIAWATHA TELEPHONE COMPANY	47.00
24766)	MUNISING SCHOOL PUBLIC LIBRARY	750.00
24767)	NORTHWOOD PRINTING	131.60
24768)	PETERSON PUBLISHING INC.	2515.00
24769)	UPPERACING	300.00
24770)	41 LUMBER COMPANY	45.35
24771)	AHERN COMPANY	498.00
24772)	AN*SER SERVICES	50.00
24773)	AUTO VALUE OF MUNISING-OK AUTO	317.73
24774)	MATTHEW BEAUPIED	250.00
24775)	DOUG BOVIN INC.	8993.80
24776)	BOWMAN GAS COMPANY	18.35
24777)	CITY OF MUNISING-WATER DEPARTMENT	577.92
24778)	COLLEGE LAUNDRY & RENTAL	287.80
24779)	DENMAN'S HARDWARE	180.67
24780)	ROBERT FREEBORN	250.00
24781)	GALL'S INC.	357.82
24782)	MADIGAN'S HARDWARE	347.53
24783)	STATE OF MICHIGAN DEPT OF TECH.	180.00
24784)	MARK MILLER	250.00
24785)	MUNISING COMMUNITY CREDIT UNION-VISA	179.20
24786)	NORTH AMERICAN SALT COMPANY	14125.32
24787)	NORTH CENTRAL LABORATORIES	182.14
24788)	NORTHWOODS PRINTING	12.70
24789)	PARAGON LABORATORIES, INC.	180.00
24790)	PETERSON PUBLISHING INC.	90.60
24791)	PUTVIN DRUG STORE	12.19
24792)	QUILL CORPORATION	220.43
24793)	SANDERS & CZAPSKI ASSOCIATES	406.80
24794)	SHELL FLEET PLUS	4359.63
24795)	SNYDER DRUG	3.59
24796)	TELNET WORLDWIDE, INC.	9.63
24797)	US BANK EQUIPMENT FINANCE	330.32
24798)	VERIZON WIRELESS	277.73
24799)	WISCONSIN LIFT TRUCK	1147.43
24800)	ALGER COUNTY HUMANE SOCIETY	325.00
24801)	CITY OF MUNISING-PETTY CASH	52.99
24802)	CRANE ENGINEERING SALES INC.	10672.38
24803)	DTE ENERGY	4999.53
24804)	GREAT AMERICAN DISPOSAL COMPANY	4402.80
24805)	INTEGRATED DESIGNS, INC.	1800.00

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24806)	MIDWAY RENTALS	202.25
24807)	NORTH CENTRAL LABORATORIES	694.03
24808)	PETERSON PUBLISHING INC.	2785.62
24809)	PUTVIN DRUG STORE	20.49
24810)	UPPER PENINSULA RECREATION INC.	1230.77
24811)	GALL'S INC.	623.77
24812)	SEW FOR YOU	24.00
24813)	ZEE MEDICAL, INC.	104.80