

December 21, 2015

CITY COMMISSION OF THE CITY OF MUNISING
AGENDA
MONDAY, DECEMBER 21, 2015
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
 - 3. DDA - Partnership Updates - Kathy Reynolds
- D. NEW CITY BUSINESS
 - 1. Set fees for 2016 Seasonal and Transient Dockage
 - 2. Allocate Logging Revenue to Replenish Leachate Fund
 - 3. Set the Place for the Charter Commission to Meet - Set Compensation for Charter Commission -Provide the Money for Those Expenses
 - 4. Approve Wording for Charter Revision Question for May 3, 2016 Election
 - 5. Munising Bay Trail Network, Inc. request naming City of Munising as Unit of Government/Trail Authority for Michigan's Iron Belle Trail Funding
 - 6. Coleman Engineering Company Services from 11-8-15 - 12-5-15 for SAW Grant - Storm Sewer \$2,796.50
 - 7. Coleman Engineering Company Services from 11-8-15 - 12-5-15 for SAW Grant - Sanitary Sewer \$4,642.50
 - 8. Coleman Engineering Company Survey Proposal for Staking Right-of-Way Lines (Brook St. and Bell Ave.) \$2,025.00
 - 9. Adopt Assessing Record Review Policy
 - 10. Resolution Approving Submission of Coastal Grant Application for the City of Munising's Master Plan Development
 - 11. Accept Ruth Revord's Resignation from the DDA
 - 12. Appoint/Reappoint DDA Members - Richard Bowerman II, Michael Shaw and Travis Cross
 - 13. Approve City Commission Meeting Minutes of 12-2-15
 - 14. Check Register/List of Bills
 - 15. 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 21, 2015**, in the City Commission Room of City Hall. Mayor DesJardins called the Regular Meeting to order at 6:00 p.m.

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

ABSENT: None

B. PUBLIC COMMENT (non-agenda items)

There were none.

C. OLD CITY BUSINESS

1. Treasurer's Report

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

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

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

Commissioner Bornslaeger stated that the Zoning Board of Appeals had an interesting meeting; also some work (updates) needs to be done regarding the Zoning Ordinance.

3. DDA - Partnership Updates - Kathy Reynolds

City Manager Olson informed the Commission that the County Brownfield is prepared to award a grant administration contract for the Cox building with a 28% grant funding contingency, also 21% of funding through MEDC funds. Kathy Reynolds asked Olson to update the Commission on the ReKindle event; since they have been holding ReKindle the Spirit over the last four years they have hit the one million dollar total sales mark. As for the old City Hall building the project is on schedule as a County Brownfield project; contract awards are in the near future.

Moved by Commissioner Bornslaeger to amend the agenda to include 10A Reappoint Donna Beaudry to the Housing Commission. Support by Commissioner Cotey.

Unanimous Voice Vote

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

D. NEW CITY BUSINESS

1. Set fees for 2016 Seasonal and Transient Dockage

Moved by Commissioner Dolaskie to adopt Rate 9 for seasonal dockage and Schedule C for transient dockage. Support by Commissioner Bornslaeger.

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

2. Allocate Logging Revenue to Replenish Leachate Fund

Moved by Commissioner Cotey to replenish the Leachate Fund with a transfer from the General Fund with monies collected from the logging projects. Support by Commissioner Nettleton.

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

3. Set the Place for the Charter Commission to Meet - Set Compensation for Charter Commission -Provide the Money for Those Expenses

Moved by Commissioner Dolaskie to set City Hall as the meeting place for the Charter Commission, to set compensation at \$10.00 per hour not to exceed \$20.00 per meeting and to authorize payment from the General Fund to cover this expense. Support by Commissioner Nettleton.

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

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4. Approve Wording for Charter Revision Question for May 3, 2016 Election

Moved by Commissioner Bornslaeger to approve the wording for the Charter Revision question that will appear on the May, 3, 2016 ballot. Support by Commissioner Dolaskie.

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

Ballot Wording: "Shall there be a general revision of the City of Munising's City Charter?"

5. Munising Bay Trail Network, Inc. request naming City of Munising as Unit of Government/Trail Authority for Michigan's Iron Belle Trail Funding

Moved by Commissioner Dolaskie to approve the City of Munising as the unit of Government for the Trail Authority for Michigan's Iron Belle funding for the Munising Bay Trail Network, Inc. mountain bike trail. Support by Commissioner Bornslaeger.

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

6. Coleman Engineering Company Services from 11-8-15 - 12-5-15 for SAW Grant - Storm Sewer \$2,796.50

Moved by Commissioner Cotey to approve the invoice from Coleman Engineering Company for services performed from 11-8-15-12-5-15 for the SAW Grant Storm Sewer project in the amount of \$2,796.50. Support by Commissioner Dolaskie.

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

7. Coleman Engineering Company Services from 11-8-15 - 12-5-15 for SAW Grant - Sanitary Sewer \$4,642.50

Moved by Commissioner Dolaskie to approve the invoice from Coleman Engineering Company for services performed from 11-8-15-12-5-15 for the SAW Grant Sanitary Sewer project in the amount of \$4,642.50. Support by Commissioner Nettleton.

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

8. Coleman Engineering Company Survey Proposal for Staking Right-of-Way Lines (Brook St. and Bell Ave.) \$2,025.00

Moved by Commissioner Dolaskie to approve the \$2,025.00 cost for Coleman Engineering Company to survey right-of-way lines on Brook St. and Bell Ave., with the contingency that Coleman Engineering Company not proceed further without permission after reaching the \$2,025.00 proposed amount. Support by Commissioner Nettleton.

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

9. Adopt Assessing Record Review Policy

Moved by Commissioner Cotey to adopt the Assessing Record Review Policy as presented. Support by Commissioner Nettleton.

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

Assessing Record Review Policy

Assessment records are available for review, copying, and inspection in City Hall during all normal times of operation.

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City Hall is open Monday-Friday, 8 A.M. to 4 P.M. except on designated holidays.

Additional information or questions can be answered by contacting the City Assessor at:

Mark Maki
370 Karen Rd.
Marquette, MI 49855
Phone and Fax: (906) 249-4382

Adopted by City Commission on 12-21-15

Attested: Sue Roberts, City Clerk

Date: 12-21-15

10. Resolution Approving Submission of Coastal Grant Application for the City of Munising's Master Plan Development

Moved by Commissioner Dolaskie to approve the Resolution approving submission of the Coastal Grant Application for the City of Munising' Master Plan Development. Support by Commissioner Cotey.

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

RESOLUTION APPROVING SUBMISSION OF COASTAL
GRANT APPLICATION FOR THE 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 coast 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 \$20,000, 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 \$20,000 for the development of a new Masterplan and commits that the local match shall be provided if the project is funded.

Adopted this 21st day of December, 2015

BY: _____
Sue Roberts, City Clerk

Agenda amended:

10A. Reappoint Donna Beaudry to the Housing Commission

Moved by Commissioner Nettleton to reappoint Donna Beaudry to the Housing Commission for another term. Support by Commissioner Dolaskie.

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

11. Accept Ruth Revord's Resignation from the DDA

Moved by Commissioner Cotey to accept with regret Ruth Revord's resignation from the DDA. Support by Commissioner Bornslaeger.

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

- 12. Appoint/Reappoint DDA Members - Richard Bowerman II, Michael Shaw and Travis Cross

Moved by Commissioner Dolaskie to reappoint Richard Bowerman II and Michael Shaw and to appoint Travis Cross to the DDA. Support by Commissioner Nettleton.

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

- 13. Approve City Commission Meeting Minutes of 12-2-15

Moved by Commissioner Dolaskie to approve the City Commission Meeting Minutes of 12-2-15 as presented. Support by Commissioner Nettleton.

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

- 14. Check Register/List of Bills

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

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

- 15. City Manager Report

City Manager Olson stated that the Old City Hall and the West L-Dock Expansion projects will be out for bid in January or early February. Regarding the SAW Grant manhole surveys have begun, a pink mark means they have been inventoried. Olson also informed the Commission that he and Ron Kleiman and Sean Cornish attended a presentation on GIS options; proposals for programs will be submitted to the Commission for review in January. As for the Federal FAST Act Fixing America's Surface Infrastructure funding for Phase II H-58 project will be in the 2019-2020 fiscal year. Regarding the ATS Breaker at the WWTP Mead & Hunt will be picking up the cost. As for the bids on the Storage Building at the WWTP, he and Bruce are looking into possible reduction areas to make the project feasible.

E. CORRESPONDENCE

Correspondence included an annual City Manager Evaluation form for the Commission to complete.

F. PUBLIC COMMENTS (non-agenda items)

Mayor DesJardins and the Commission wished everyone a Merry Christmas and Happy New Year.

G. ADJOURNMENT

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

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

The Regular Meeting of the City Commission adjourned at 6:33 p.m.

Rod DesJardins, Mayor

Sue Roberts, City Clerk

LIST OF BILLS

Table with 2 columns: Bill Number and Amount. Rows include 29846) COOPER OFFICE EQUIPMENT (50.61), 29847) DSTech (37.50), 29848) MISS DIG SYSTEM, INC. (550.30), 29849) SCHULTZ EQUIPMENT & PARTS CO. (109.64), 29850) STANDARD INSURANCE COMPANY (244.74), 29851) STANDARD INSURANCE COMPANY (428.36)

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29852) TRI-COUNTY SEPTIC	870.00
29853) U.S. POSTMASTER	631.61
29854) CITY OF MUNISING	1323.08
29855) GREAT AMERICAN DISPOSAL COMPANY	6165.15
29856) TELNET WORLDWIDE, INC.	27.77
29857) VERIZON WIRELESS	326.59
29858) FOX MARQUETTE	373.41
29859) ALGER COUNTY HUMANE SOCIETY	325.00
29860) DSTECH	26.92
29861) HYDRITE CHEMICAL COMPANY	2063.24
29862) NORTH CENTRAL LABORATORIES	791.50
29863) D. ROBB FERGUSON	3000.00
29864) HUBER TECHNOLOGY	248.00
29865) FERGUSON ENTERPRISES INC. #1020	71.00
29866) STATE OF MICHIGAN	2551.87
29867) DEVIN OLSON	40.00
29868) BILLY ELECTRIC	3544.50
29869) SCHULTZ EQUIPMENT & PARTS CO.	33.84
29870) TRUDELL PLUMBING & HEATING	185.81
29871) SKIP'S AUTO REPAIR LLC	105.00
29872) MUNISING TOWNSHIP TREASURER	314.25
29873) NAPA AUTO PARTS	166.51
29874) UPPER PENINSULA RECREATION INC.	1230.77
29875) FAMILY PRIDE LAUNDRY	206.00
29876) 1 ST SOURCE BANK	41347.97
29877) TIM LUOMA	400.00
29878) KATHY REYNOLDS	50.00
29879) ALGER GENEREAL AGENCY	211.57
29880) MADIGAN'S HARDWARE	320.28
29881) HALL CONTRACTING INC.	37609.52
29882) CROSS GENERAL CONTRACTING	57994.31
29883) SANDERS & CZAPSKI ASSOCIATES	1603.73
29884) HIAWATHA TELEPHONE COMPANY	987.87
29885) PETERSON PUBLISHING INC.	213.30
29886) CITY OF MUNISING, TREASURER	2.47
29887) PAISANO PAVING	2443.50
29888) UPPER PENINSULA POWER COMPANY	21145.64
29889) DISPLAY SALES COMPANY	755.00
29890) HIAWATHA TELEPHONE COMPANY	50.93
29891) MADIGAN'S HARDWARE	23.97
29892) PUTVIN DRUG STORE	89.98
29893) UPPER PENINSULA POWER COMPANY	29.07
29894) PETERSON PUBLISHING INC.	293.20
29895) RON'S BODY SHOP	100.00
29896) NORTHWOODS PRINTING	45.00
29897) GREATER MUNISING BAY	480.00
29898) ANGIE'S BEAUTY SHOP	248.55
29899) UPPER MICHIGAN COMMUNITY CREDIT UNION	58.29
29900) CHASING FIREFLIES	150.00
29901) ALTRAN	8.00
29902) MILLER BRADFORD & RISBERG	372.58
29903) NORTH CENTRAL LABORATORIES	363.96
29904) PAYNE & DOLAN, INC.	899.16
29905) POMPS TIRE SERVICE, INC.	223.00
29906) UPPER PENINSULA POWER COMPANY	54.22
29907) TRUDELL PLUMBING & HEATING	492.17
29908) NBS CALIBRATIONS	179.00
29909) DUQUAINE, INC.	943.00
29910) VANTAGE FLEX, LLC	400.00
29911) LAMMI FIRE PROTECTION	72.00
29912) DELTA DENTAL	1764.18
29913) UPPER MICHIGAN COMMUNITY CREDIT UNION	11.95
29914) HALRON LUBRICANTS INC.	42.59
29915) MICHIGAN MUNICIPAL TREASURERS ASSOCIATION	50.00
29916) UPPER PENINSULA RECREATION INC.	1230.77