

JUNE 7, 2017

CITY COMMISSION
AGENDA
WEDNESDAY, JUNE 7, 2017
6:00 P.M.

- A. CALL TO ORDER REGULAR CITY COMMISSION MEETING, PLEDGE OF ALLEGIANCE, ROLL CALL
- B. PUBLIC COMMENTS (non-agenda items)
- C. OLD CITY BUSINESS
 - 1. Headlee Override Ballot Proposal Wording
 - 2. Committee Reports - Updates
- D. NEW CITY BUSINESS
 - 1. Alger Parks & Recreation 3 year Proposal
 - 2. Power Plan - John Deere Pins & Cylinder \$1,003.10
 - 3. AECOM Big "P" Project invoice \$13,645.07
 - 4. Pavement Marking Quote \$2,065.00
 - 5. Investment Policy Adoption
 - 6. City of Munising Right of Way Permit
 - 7. Budget Discussion - Water-Sewer Rates
 - 8. Approve City Commission Meeting Minutes of 5-15-17
 - 9. Check Register - List of Bills
 - 10. City Manager Report
- E. CORRESPONDENCE
- F. PUBLIC COMMENTS (non-agenda items)
- G. ADJOURNMENT

CITY COMMISSION

Official Proceedings

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

The Regular Meeting of the City Commission was duly called and held on Wednesday, **June 7, 2017**, in the City Commission Room of City Hall. Mayor DesJardins called the meeting to order at 6:00 p.m.

PRESENT: Commissioners: Deisenroth, Cotey, Nettleton and Mayor DesJardins
ABSENT: Commissioner: Bornslaeger - excused

- B. PUBLIC COMMENTS (non-agenda items)

There were no public comments.

- C. OLD CITY BUSINESS

- 1. Headlee Override Ballot Proposal Wording

Moved by Commissioner Cotey to table this item until the July 5, 2017 meeting. Support by Commissioner Deisenroth.

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

- 2. Committee Reports - Updates

There were no comments or updates for any Committees.

D. NEW CITY BUSINESS

1. Alger Parks & Recreation 3 year Proposal

Moved by Commissioner Cotey to approve a 3 year contract with Alger Parks & Recreation for funding. Support by Commissioner Nettleton.

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

2. Power Plan - John Deere Pins & Cylinder \$1,003.10

Moved by Commissioner Deisenroth to retroactively approve the Power Plan invoice for the John Deere pins & cylinder in the amount of \$1,003.10. Support by Commissioner Cotey.

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

3. AECOM Big "P" Project invoice \$13,645.07

Moved by Commissioner Cotey to approve payment to AECOM for the Big "P" project in the amount of \$13,645.07. Support by Commissioner Nettleton.

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

4. Pavement Marking Quote \$2,065.00

Moved by Commissioner Cotey to approve the pavement marking quote from PK Contracting as recommended by the City Manager in the amount of \$2,065.00. Support by Commissioner Deisenroth.

Unanimous Voice Vote:

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

City Manager Recommendation:

My professional recommendation is to sole source the purchase of the pavement marking to "PK Contracting" at a cost not to exceed \$2,065.00. I base my recommendation on the lack of similar contractors as well as the fact that the mobilization cost has been defrayed due to the County Road Commission being under contract for the repainting of H-58. Due to the nature of the project being incidental to the H-58 projects, the expense would be incurred as a project cots.

5. Investment Policy Adoption

Moved by Commissioner Deisenroth to approve/adopt the Investment Policy as presented. Support by Commissioner Cotey.

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

**City of Munising, MI
Investment Policy**

Section 1. Policy Purpose. It is the policy of the City of Munising to invest its funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow needs of the City of Munising and comply with all state statutes governing the investment of public funds.

Section 2. Policy Scope. The Investment Policy applies to all the financial assets of the City of Munising. These assets are accounted for in the various funds of the City of Munising and include the general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, internal service funds, trust and agency funds and any new fund established by the City of Munising.

Section 3. Policy Objectives. The primary objectives, in priority order, of the City of Munising's investment activities shall be:

1. Safety—Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio.
2. Diversification—Investments will be diversified by security type and institution in order that potential losses on the individual securities do not exceed income generated from the remainder of the portfolio.
3. Liquidity— The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.
4. Return on Investment— The investment portfolio shall be designed with the objective of obtaining a rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

Section 4. Authority Delegation. City Charter provisions and state law permit investment of City monies. Consistent with the City Charter and state law, the City Treasurer shall be responsible for establishing procedures and controls for the operation of the Cities investment program consistent with this City Commission policy. Therefore, the City Treasurer shall serve as the City's Investment Officer. In the absence of the treasurer, the City Manager shall assume all related investment responsibilities.

Section 5. Authorized Instruments. The City of Munising is limited to investments authorized by Public Act 20 of 1943, as amended, and may invest in the following:

1. Certificates of deposit, saving accounts, deposit accounts, or depository of a financial institution, provided the financial institution is eligible to be a depository of funds belonging under state or federal law.
2. Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
3. Commercial paper rated at the time of purchase within the two highest classifications established by not less than two standard rating services and matures not more than 270 days after the date of purchase.

The provision will provide comfort that the securities are physically safe. All security transactions, including collateral for repurchase agreements and financial institution deposits, entered into by the Treasurer shall be on a cash basis. Securities may be held by a third party custodian designated by the policy and evidenced by safekeeping receipts as determined by the Treasurer.

Section 6. Safe Keeping. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Section 7. Policy Adoption. This investment policy shall be adopted by resolution of the City Commission. Any modifications made thereto must be approved by the City Commission. This policy shall be effective the day following adoption by the City Commission.

Adopted on: _____, 2017

Sue Roberts, City Clerk

6. City of Munising Right of Way Permit

Moved by Commissioner Cotey to approve the City of Munising Right of Way Permit as submitted. Support by Commissioner Nettleton.

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

7. Budget Discussion - Water-Sewer Rates

Moved by Commissioner Cotey to approve the water-sewer rate increase of 3.9%.
Support by Commissioner Nettleton.

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

8. Approve City Commission Meeting Minutes of 5-15-17

Moved by Commissioner Cotey to approve the City Commission Meeting Minutes of
5-15-17 as presented. Support by Commissioner Deisenroth.

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

9. Check Register - List of Bills

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

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

10. City Manager Report

City Manager Olson informed the Commission that the H-58 Phase I and II are
past the point of a 2017 construction program. Currently we would be looking
at letting the bid via MDOT in September to December with a May 15, 2018
construction start date. As for the Mountain Bike Trail the contractor will
be mobilizing early next week. Trail building and equipment will be arriving
first followed by lumber for the bridges to be constructed. Regarding the Big
"P" project the floating dock systems will be ready for installation mid-
August. The scheduling dates have been worked out so there is no conflict
with the 4th of July activities. Olson went on to state that the Master Plan
survey is now on our website as well at City Hall and Facebook. As for the
Lake Street project permits are secured a request for quotes for services
will be sent out to local contractors next week, awarding the quote should
take place in July.

E. CORRESPONDENCE

There was no correspondence.

F. PUBLIC COMMENTS (non-agenda items)

Commissioner Nettleton stated that he had been out to the Tourist Park and is
satisfied with how it is looking. He did indicate there are a couple of small
items that could be resolved with a little paint.

Mayor DesJardins mentioned that the Coast Guard has had a change in command.

G. ADJOURNMENT

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

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

The Regular Meeting of the City Commission adjourned at 6:22 p.m.

Rod DesJardins, Mayor

Sue Roberts, City Clerk

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LIST OF BILLS

31571)	COOPER OFFICE EQUIPMENT	424.95
31572)	UPPER PENINSULA RECREATION INC.	1230.77
31573)	TRUCK EQUIPMENT, INC.	116.62
31574)	JACOB KLEIMAN	65.27
31575)	CASH	125.00
31576)	GLAD ASSOCIATES	130.00
31577)	CHARTER COMMUNICATIONS	96.83
31578)	ELCOM SYSTEMS	504.00
31579)	GALLS	109.98
31580)	QUILL CORPORATION	49.98
31581)	UPPER PENINSULA POWER COMPANY	25045.41
31582)	SEAN CORNISH	30.00
31583)	SANDERS & CZAPSKI ASSOCIATES	18599.18
31584)	ALGER COUNTY TREASURER	5168.20
31585)	COOPER OFFICE EQUIPMENT	86.79
31586)	DTE ENERGY	1674.25
31587)	MADIGAN'S HARDWARE	860.43
31588)	STANDARD INSURANCE COMPANY	468.73
31589)	STANDARD INSURANCE COMPANY	345.69
31590)	JOHNSON BROTHERS RENTALS LLC	10.00
31591)	ALGER PARKS & RECREATION	9000.00
31592)	HUDSON MECHANICAL	1225.00
31593)	VISION SERVICE PLAN	414.28
31594)	UPPER MICHIGAN COMMUNITY CREDIT UNION	84.91
31595)	SUPERIORLAND SERVICES, INC.	284.70
31596)	ALGER COMMUNITY FOOD PANTRY	7000.00
31597)	HD SUPPLY WATERWORKS, LTD	3422.80
31598)	41 LUMBER COMPANY	263.29
31599)	MADIGAN'S HARDWARE	6.99
31600)	UPPER PENINSULA POWER COMPANY	27.44
31601)	HUNTINGTON NATIONAL BANK	67.50
31602)	CASH	81.85
31603)	PRIORITY HEALTH	20339.16
31604)	DSTECH	58.32
31605)	GALLS	329.94
31606)	QUILL CORPORATION	304.30
31607)	TRI-COUNTY SEPTIC	200.00
31608)	AN*SER SERVICES	52.00
31609)	JOYCE OAS	656.02
31610)	MI MUNICIPAL RISK MANAGEMENT AUTHORITY	75.00
31611)	ALGER COUNTY HUMANE SOCIETY	325.00
31612)	DENMAN'S HARDWARE	299.49
31613)	DSTECH	79.00
31614)	HOLIDAY COMPANIES	1006.99
31615)	D ROBB FERGUSON	3000.00
31616)	KEN BOWERMAN	1500.00
31617)	NORTHWEST PETROLEUM SERVICE	123.00
31618)	UPPER PENINSULA RECREATION INC.	1230.77
31619)	UPPER PENINSULA RECREATION INC.	4907.32
31620)	TELNET WORLDWIDE, INC.	22.36
31621)	MUNISING HOCKEY ASSOCIATION	6938.24
31622)	DEVIN OLSON	190.00
31623)	ALL-PHASE ELECTRIC SUPPLY COMPANY	215.52
31624)	GREATLAKES CYBERSITES	35.00
31625)	HIAWATHA TELEPHONE COMPANY	1425.64
31626)	NORTH CENTRAL LABORATORIES	457.53
31627)	SUPERIOR ICE	103.20
31628)	USA BLUE BOOK	397.37
31629)	CITY OF MUNISING-WATER	2250.96
31630)	JOHNSON BROTHERS RENTALS LLC	90.00
31631)	SUPERIOR LAMP INC.	166.86
31632)	ANGRY PC	80.00
31633)	VERIZON WIRELESS	390.82
31634)	FAMILY PRIDE LAUNDRY	657.70

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31635)	ALGER COUNTY COMMUNITY SERVICE	120.00
31636)	BILL ASMAN	1140.00