

APRIL 22, 2014
REGULAR MEETING

RECORD OF THE PROCEEDINGS OF THE REGULAR BOYNE CITY
COMMISSION MEETING DULY CALLED AND HELD AT BOYNE CITY
HALL, 319 NORTH LAKE STREET, ON TUESDAY APRIL 22, 2014

CALL TO ORDER

Mayor Ron Grunch called the meeting to order at 7:00 pm followed by the Pledge of Allegiance.

Present: Mayor Ron Grunch, Mayor Pro-Tem Gene Towne,
Commissioners Derek Gaylord, Laura Sansom and Tom Neidhamer

Staff: Scott McPherson, Andy Kovolski, Dan Meads, Annie Doyle, Hugh Conklin, Jeff Gaither, John Lamont, Michael Cain, Cindy Grice and Barb Brooks

Others: There were 14 citizens in attendance including representatives from the Petoskey News Review.

CONSENT AGENDA

MOTION

2014-04 050
Moved by Neidhamer
Second by Towne

2014-04 037A
Approval of the April 8, 2014 Regular City Commission meeting minutes as presented

2014-04 037B
Approval to contract with M & M Pavement Marking for pavement marking services in the amount of \$26,697.14 and authorize the City Manager to execute the documents

2014-04 037C
Approval of recommendation from the Boyne District Library Board to appoint Jack Laurent to the board for a term from May 1, 2014 thru April 30, 2018

Ayes: 5
Nays: 0
Absent: 0
Motion carried

CITIZENS COMMENTS

None

CORRESPONDENCE

Correspondence from the State of Michigan Department of Treasury regarding an upcoming Audit of Minimum Assessing Requirements

CITY MANAGERS REPORT

City Manager Cain reported:

- Solar panels are being installed at Great Lakes Energy.
- The demolition of the 826 S Lake Street house damaged by fire should wrap up soon.
- The final phase of irrigation is being installed in Sunset park between the Boyne River and State Street
- Our request for Drogheda Ireland as our sister city will be considered after their elections in May.
- Shoppers dock repair work is to begin on May 5th.
- Hydrant flushing will be done the weeks of April 28 and May 5.
- April is Autism Awareness month. We have had a blue light on at City Hall in support.

The March, 2014 Financial Statement was received and filed.

**REPORTS OF OFFICERS,
BOARDS AND STANDING
COMMITTEES**

Review of proposed guidelines and consideration to authorize staff to prepare an ordinance for introduction, public hearing and further consideration.

Food Truck Discussion

Annie Doyle presented recommendations for the operation of mobile food vending units in Boyne City. These recommendations were created from informational meetings and input from the City Commission. The majority of citizens in the food truck information sessions advised us they were in favor of incorporating trucks into the community. The recommendations present a framework under which businesses can operate in Boyne City.

Scott McPherson added the Planning Commission did review these and recommended to move forward to preparation of an ordinance. They also discussed signage and parking provisions.

Citizens Comments: Lori Meeder thanked the City for gathering the public input. She is excited about the opportunity to welcome food trucks and we should take advantage of this opportunity. It will add to the vibrancy and will compliment the restaurants we currently have. It will bring new people to town. Food trucks can also be a great business incubator.

Jim Baumann agrees with Lori. Staff has come up with a good plan to start with. It is a good, modest proposal to start with.

Board Deliberation: Commissioner Neidhamer said he is in favor, generally speaking. Being fair and equitable to everyone is a challenge to staff. Let's try it. It's a good concept, hitting a different clientele. He is in favor of proceeding. Mayor Pro-Tem Towne said he believes they can be incorporated. Commissioner Gaylord inquired if the Planning Commission's decision was unanimous vote to move forward and was informed, yes. Commissioner Gaylord added that he is a champion of free market competition and entrepreneurs. Is the goal to go beyond four spots? Private property zoned for that use is probably the best place to start moving forward instead of public streets. We're not punishing existing business owners. Most of the recommendation covers his concerns.

Commissioner Sansom asked if food or non-alcoholic beverages be specified. City Manager Cain said none could serve alcohol unless they came before the City Commission specifically. What about selling other stuff or services? Annie said we could specifically define food and beverage. Commissioner Sansom also asked if anything could be referenced that the food trucks be in well maintained condition.

Mayor Grunch said we wants to help them be successful, but a sense of fairness has to be scrutinized. He wants to move forward.

Liz Glass, owner of Lake Street Market asked about proximity to existing restaurants and businesses.

Commissioner Gaylord said we would like more information. Are there areas commercially zoned for restaurants not in the Central Business District. He is concerned we will be using public property for private

business. Mayor Grunch said before anything happens, it will have to go thru a public hearing process.

MOTION

2014-04 051
 Moved by Gaylord
 Second by Sansom

To postpone for further consideration and information and include public hearing and direct staff to take input to the May 13 meeting.

Ayes: 1
 Nays: 4
 Absent: 0
 Motion denied

MOTION

2014-04 052
 Moved by Neidhamer
 Second by Towne

To review the proposed guidelines and authorize staff to prepare an ordinance to implement them for introduction, a public hearing and future consideration of approval

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

**William H. White House at
 Boyne Avenue Community
 Development Block Grant**

Public Hearings, resolutions, policy, agreement, plans and guidelines required to receive \$140,000 in CDBG funds from MSHDA to assist Northern Homes CDC with funding for the rehabilitation of the William H. White House at 417 Boyne Avenue

Mayor Grunch opened the Public Hearing at 8:00 p.m.

Jane Mackenzie discussed the grant received and requirements to rehabilitate the William H White House at 417 Boyne Avenue. The property has been abandoned for 3 – 4 years. Charlevoix County foreclosed on the property for delinquent taxes. Needs were identified. The project will be funded by MSHDA grant funds. Northern Homes has received a \$500,000 grant from the Federal Home Loan Bank of Indianapolis. This will benefit low and moderate income households. There is a 15 year limit on rents for this project. No people will be displaced because of the project.

Citizens Comments: Boyne City does seem to be lacking in rentals. We're limited and there is definitely a need.

Mayor Grunch said this will provide affordable housing, which is one of the City's goals. Commissioner Sansom said that location would be great for senior citizens because it is in the heart of downtown and more convenient. Would an elevator be required? No. Jane MacKenzie inquired if there are other major housing needs for the whole community and was told Boyne City does seem to be lacking in rentals was again the response.

City Manager Cain said we have remained open and encourage for these types of projects. Commissioner Sansom asked if the house will be restored historically and was informed yes. Commissioner Gaylord inquired about the selection process and was informed first come, first qualified. He added that once it is completed, it will improve the look and improve the appearance.

Dan Leonard loved the comment about being able to walk downtown. There is a huge desire of those folks for the accessibility to walk downtown and this is a step in the right direction.

Mayor Grunch closed the Public Hearing at 8:17 p.m.

2014-04 053
 Moved by Grunch
 Second by Towne

To appoint City Manager Michael Cain as the Certifying Officer for the Environmental Review for this project and sign all documents related to this grant; to adopt the Fair Housing Resolution and appoint Jane MacKenzie as Fair Housing contact person; to adopt the Program Guidelines, including a conflict resolution process; to adopt the Third Party Administrator Management Plan; to adopt the Grant Administration agreement and to adopt the Section 3 Plan for the grant for 140,000 in CDBG funds from MSHDA to assist Northern Homes CDC with funding for the rehabilitation of the William H. White House at 417 Boyne Avenue

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

**Redevelopment Ready
 Communities Presentation**

Planning Director Scott McPherson discussed the Redevelopment Ready Community's final Report of Findings. The report is an in-depth assessment, report of findings and support for implementation of recommended strategies needed to achieve RRC certification. The evaluation measures a community to the six RRC best practices which were distributed and discussed at the initial RRC presentation last May. Within 30 days of the presentation, it is requested by the MEDC that the Commission adopt a resolution of support for the continued participation in the plan.

Joe Myers and Dan Leonard from the MEDC presented the report of findings for the Commissioners. Highlights include Boyne City was the first community to be selected out of the first round. The City needs to incorporate a Capital Improvement Plan. Boyne City does a good job with training planning. Boyne City does an excellent job of marking the community and getting them on board. The RRC plan wants to continue to encourage this in the future. It is exciting to see Boyne City grow.

Commissioner Neidhamer inquired once we get certified, how can that be contagious? Dan Leonard said this an image that we are welcoming. It's self protection, meeting State requirements in zoning / planning acts. It looks good to investors. Our food truck process is a great example. There is an effort that shows we are packaging a site. Joe Myers

added this could give us exposure to statewide developers. This is helping us help ourselves. It tells developers we are open for business.

Citizen Comments: None

Staff Comments: None

Board Discussion: Commissioner Sansom said it is nice to have a fresh perspective from outside. Commissioner Gaylord discussed how the project came to be and was informed that it started in 2003 with Land Use Leadership Council set up by Governor Granholm. MEDC took it over and there is no one organization pushing this. It fits with Governor Snyder's ideas to enhance our downtowns to streamline them. It's called redevelopment. It focuses on the core, traditional downtowns. The focus is strengthening downtowns. Commissioner Gaylord said Boyne City is successful because they have a culture that works together. Boyne City has traditionally done the right thing. The main thing is we don't lose who we are.

Mayor Pro-Tem Towne said this is a great tool and could possibly give us a competitive edge. Commissioner Neidhamer said he agrees and thanked Joe and Dan for a nice presentation. Mayor Grunch said he agrees. So much of what we've done is being part of Main Street and the Team Boyne concept. These strategies are a one stop shopping for these services. Everyone is on the same page.

City Manager Cain said we will be coming back with a resolution if the Commission wants to proceed.

2014-04 054
 Moved by Grunch
 Second by Towne

BRIEF RECESS
MOTION

To take a brief recess at 8:50 p.m.

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

2014-04 055
 Moved by Grunch
 Second by Gaylord

RECONVENCE
MOTION

To reconvene at 9:01 p.m.

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

Consideration to approve a contract with C2AE for Design Engineering Services for Court Street in the amount of \$121,000 and authorize the City Manager to sign the required documents

Court Street Engineering

DPW Superintendent Andy Kovolski discussed the proposal for engineering services for Court Street from Lynn Street to Park Street and North Lake Street from Lynn to Court Street. It is dire need of reconstruction and is in line to receive funding thru the MDOT Local Agency Task Force in 2015. C2AE has provided a proposal for the services in the amount of \$121,000. It covers design engineering, construction engineering and asphalt testing.

Staff Comments: None

Citizens Comments: None

Board Deliberation. All are in agreement. It needs to be done and let's move forward.

2014-04 056
 Moved by Towne
 Second by Sansom

MOTION

To approve a contract with C2AE for Design Engineering Services for Court Street in the amount of \$121,000 and authorize the City Manager to sign the required documents

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

Consideration to accept the bid from MDC Contracting in the amount of \$123,840 for construction services and the bid from C2AE in the amount of \$10,200 for engineering services for the replacement of sanitary sewer on Pleasant Avenue and authorize the City Manager to sign the contracts.

**Pleasant Avenue Sewer
 Construction and
 Engineering Bids**

WWW Superintendent Dan Meads presented the proposal for the engineering and sewer addition to the Pleasant Avenue project. The project has been out for bid and the low bid for the sanitary sewer was from MDC Contracting for \$123,840 including the additional funds in storm sewer costs that were included as part of this project to replace the storm sewer between Division Street and Morgan Street. The construction phase engineering costs will be \$10,200.

Staff Comments: None

Citizens Comments: None

Board Deliberation: All Commissioners are in agreement with the recommendations.

2014-04 057
 Moved by Towne
 Second by Gaylord

MOTION

To accept the bid from MDC Contracting in the amount of \$123,840 for construction services and the bid from C2AE in the amount of \$10,200 for engineering services for the replacement of sanitary sewer on Pleasant Avenue and authorize the City Manager to sign the contracts

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

Consideration to approve the request of Eveline Township to expand the service area of the Boyne City Fire and EMS departments effective Thursday, May 1, 2014.

**Eveline Township Fire /
 EMS Service Area
 Expansion**

City Manager Cain discussed that the City has been approached by Eveline Township on several occasions over the past several months about the possibility of extending the areas of their Township we provide fire and EMS coverage to. Township Supervisor John Vron dran has confirmed the Eveline Township Board has approved requesting the City of Boyne City extend its Fire and EMS service areas effective Thursday May 1, 2014. The areas that would be new to us have been and are currently served by East Jordan's Fire and EMS departments. The City of East Jordan and CCE Central Dispatch Authority have been given information to insure they are fully aware what is being proposed by Eveline Township and to make sure there are no implementation issues if the City Commission chooses to proceed with the request. Our departments have reviewed the proposed new boundaries and believe we can service them well without the need for additional equipment or personnel. Revenues for both Fire and EMS would increase with the expanded service area by \$53,954 for the Fire Department. EMS services are based on the number of residential units covered.

Staff Comments: EMS Director John Lamont said it would be almost the same mileage. Also, we would be adding 200 – 300 dwellings.

Citizens Comments: None

Board Deliberation: Commissioner Neidhamer said it makes sense. Eveline Township came to us and it's a logical proposal. The bottom line is safety for the people. All other Commissioners are in agreement.

2014-04 058
 Moved by Gaylord
 Second by Sansom

MOTION

To approve the request of Eveline Township to expand the service area of the Boyne City Fire and EMS departments effective Thursday, May 1, 2014

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

Consideration to approve the FY 2013/2014 budget amendments as presented in compliance with accounting and budgeting standards

**FYE 2013/2014 Budget
 Amendments**

Clerk / Treasurer Grice presented the proposed budget amendments for the Current Fiscal Year.

Staff Comments: None

Citizens Comments: None

Board Deliberation: All are in agreement with the recommendation.

2014-04 059

MOTION

Moved by Town e
Second by Sansom

To approve the FY 2013/2014 budget amendments as presented in compliance with accounting and budgeting standards

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Consideration to approve to add language to section 5.14 (b) of the City of Boyne City's Personnel Policy stating that "Employees hired after January 1, 2014 shall not be eligible for this benefit" and authorize the City Manager to execute the document

Retirees Insurance Stipend

City Manager Cain discussed the proposed changes to future non-union retirees. In order to keep benefits in line between various employee groups, a proposal to bring the retiree health insurance monthly stipend policy change is being proposed. The Police Union Contract provides that employees hired after December 10, 2009 are not eligible for this benefit. The Water Waste/water, DPW and Maintenance contract provides that employees with less than 10 years of seniority as of March 29, 2012 would not be eligible for this benefit. City Manager Cain is requesting approval to add language to section 5.14 (b) of the City of Boyne City's Personnel Policy stating that "Employees hired after January 1, 2014 shall not be eligible for this benefit" and authorize the City Manager to execute the document

Staff Comments: None

Citizens Comments: None

Board Deliberation: Commissioner Gaylord said we should look at a more fair and equitable decision. Commissioner Sansom said she is not in favor of taking away what was promised but is okay with the recommendation as presented. Mayor Grunch agrees.

2014-04 060

MOTION

Moved by Sansom
Second by Neidhamer

To approve the to add language to section 5.14 (b) of the City of Boyne City's Personnel Policy stating that "Employees hired after January 1, 2014 shall not be eligible for this benefit" and authorize the City Manager to execute the document

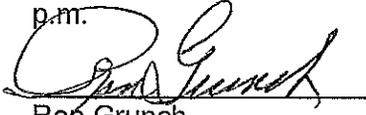
Ayes: 5
Nays: 0
Absent: 0
Motion carried

Good of the Order

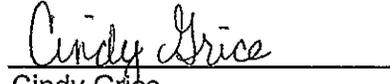
Commissioner Gaylord said there were dog droppings in the Little League field after it has been used as an interim dog park. Folks involved did clean it up.

ADJOURNMENT
MOTION

Moved by Mayor Grunch, seconded by Mayor Pro-Tem Towne to adjourn the regular City Commission meeting of Tuesday, April 22, 2014 at 10:00 p.m.



Ron Grunch
Mayor



Cindy Grice
Clerk / Treasurer