

**SEPTEMBER 22, 2020  
REGULAR MEETING**

Mayor Neidhamer called the meeting to order at 12:07 p.m. followed by the Pledge of Allegiance. Mayor Neidhamer also discussed the rules of the Zoom meeting.

**CALL TO ORDER**

Present: Mayor Tom Neidhamer, Mayor Pro-Tem Ron Grunch, Commissioners Hugh Conklin, Sally Page and Dean Solomon

Absent: None

Staff: Cindy Grice, Michael Cain, Scott McPherson, Tim Faas, Kevin Spate, Patrick Kilkenny, Bab Brooks, Mark Fowler, Kelsie King-Duff and Dennis Amesbury

Others: There were four citizens in attendance via the Zoom meeting platform

**CONSENT AGENDA  
MOTION**


---

2020-09-101  
Moved by Solomon  
Second by Grunch

Approval of the September 8, 2020 City Commission regular meeting minutes as presented

Approval of the resolution of support for application to the Charlevoix County Community Foundation for a Geographic Enrichment Cycle Grant of \$2,500 to install signage in the City on the Boyne Valley Trail and authorize the City Manager to execute the documents

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

**CITIZENS COMMENTS**


---

None

**CORRESPONDENCE**


---

None

**CITY MANAGERS  
REPORT**


---

City Manager Cain reported:

- The drinking fountain at Avalanche has finally been repaired
- The Fall Rubbish collection went well
- The Tip of the Mitt will be holding a virtual public session to review funding

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


---

The August, 2020 Financial Statement was received and filed.

**Public Hearing to Close  
Out Michigan  
Community  
Development Block  
Grant**


---

Consideration of a Public Hearing to close out the Boyne Infrastructure Community Development Block Grant which upgraded the sanitary sewer force main along M75 South, serving Boyne Mountain.

Mayor Neidhamer opened the Public Hearing at 12:18 p.m.

City Manager Michael Cain discussed the project and thanked Jessica Lovay from the Northern Lakes Economic Alliance for her hard working completing this project.

Jessica Lovay discussed the grant project and its objectives. The grant was based on job creation and there are over 100 full time equivalent jobs created with this grant and the match from Boyne Mountain.

Ed Grice from Boyne Mountain stated their appreciation for the strong infrastructure and partnership with Boyne City. Boyne Mountain is now embarking on the Renaissance of Boyne Part 2. They will be replacing every chairlift by 2028. They are also working towards being carbon neutral by 2030. Thanks were offered to the City and the NLEA. This will be as big of an impact to the whole area as the Mountain Grand Hotel and Avalanche Bay addition of 2005.

Mayor Pro-Tem Grunch congratulated Boyne Mountain. Commissioner Solomon said he is glad we are able to finish this grant. The impact is significant. Commissioner Page said she agrees. Boyne Mountain is a great place. Commissioner Conklin inquired if there are other opportunities to partner going forward. Ed Grice said yes, they plan to have a launching meeting of the 2030 business plan. Mayor Neidhamer said he agrees and it is refreshing to have a positive working relationship.

Mayor Neidhamer closed the Public Hearing at 12:28 p.m.

## **East Lincoln Street Reconstruction**

---

Consideration to award a contract for the engineering design services for the E Lincoln Street Reconstruction Project between South Lake and Grant Streets in an amount not-to-exceed \$38,300 per the proposal dated 9/16/2020 and authorize the City Manager to execute the documents.

Director of Public Works Tim Faas said the City has two reconstruction projects depicted in the Capital Improvement Plan over the next two years; in 2021 - Court Street (Charlevoix Street to Lynn Street), and in 2022 - Lincoln Street (S Lake Street to Earl Street). The Water/Wastewater Superintendent and I met recently to discuss the design of next year's project and we both feel that Lincoln Street should be done before Court Street due to the following:

1. Lincoln Street carries significantly more traffic and serves as a local connector;
2. Lincoln Street has transite water mains and possible lead goose necks on the service lines which are a State priority for replacement; and
3. Lincoln Street suffers from serious flooding due to lack of storm drainage infrastructure.

Our earlier estimated cost of the reconstruction was \$625,000 which includes the street, storm sewers, water main\* and sanitary sewer\* infrastructure. (\* note, some utility lines exist that may not require replacement). The limit of the proposed project was extended easterly from Grant Street to Earl Street last year with hopes that utility stubs for future extensions along E Lincoln Street as far as practical would be included in this phase. C2AE has developed a

preliminary opinion of probable cost that totals \$612,410 which is close to the earlier staff estimate noted above.

Depending on the preliminary engineering, we would decide how far those extensions could be constructed. A separate proposal will likely follow later this year to evaluate the water and sanitary sewer service area east of Grant Street over to M-75/Boyne Avenue once some preliminary engineering is completed on this phase.

The design would be done over the fall & winter and bid documents prepared for a March 2021 bid opening and recommendation on award. This would position us to construct it between April and November 2021.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation.

## **MOTION**

2020-09-102

Moved by Grunch

Second by Conklin

To approve to award a contract for the engineering design services for the E Lincoln Street Reconstruction Project between South Lake and Grant Streets in an amount not-to-exceed \$38,300 per the proposal dated 9/16/2020 and authorize the City Manager to execute the documents

Ayes: 5

Nays: 0

Absent: 0

Motion carried

## **Ridge Run Dog Park Turf Purchase Recommendation**

Consideration to approve contract for the purchase of Dog Park turf with Artificial Grass Recyclers in an amount not-to-exceed \$6,508 which includes a \$1,900 trucking expense charged by a separate logistics company contracted with Artificial Grass Recyclers and authorize the City Manager to execute the documents

Director of Public Works Tim Faas stated that last year the Dog Park User Group received a donation for the installation of a fence around the proposed agility area at the Ridge Run Dog Park. Subsequently the City of Boyne City awarded a contract to the Harbor Fence Company to install the fencing. Since that time, the leader of the user group (Michele Carter) has been diligently working to procure some artificial turf to install over the 100' x 100' square base area that has been prepared by the Public Works staff.

The turf procurement from a project in Traverse City unfortunately fell through a few months ago. Due to the COVID-19 pandemic, there is a dearth of used artificial turf available nation-wide. Michele has however found three (3) sources of turf.

The turf available in Michigan is not of a quality that he would recommend. It is a mix of sand filled turf and non-filled turf which could present us with problems on installation and maintenance. The turf available from Artificial Grass Recyclers (Onarga, IL) is all from one high school athletic field and is of better quality. All of these turfs will have white lines on them which will fade with time.

Michele attended last Thursday's Parks & Recreation Commission meeting to provide an update. The Parks & Recreation Commission recommends that the City Commission approve the purchase of turf for the agility area at a cost not-to-exceed \$8,000 and that it be funded from the Parks Capital Budget.

If the City Commission approves the request, the final subsurface stone & fabric can be placed, the storage shed constructed, the fence installed and the turf laid before November 26, 2020.

Staff Comments: None

Citizens Comments: Michele Carter spoke in favor of the recommendation.

Board Discussion: All are in agreement with the recommendation and thanked Michele for her dedication to this project.

## **MOTION**

2020-09-103

Moved by Page

Second by Grunch

To approve a contract for the purchase of Dog Park turf with Artificial Grass Recyclers in an amount not-to-exceed \$6,508 which includes a \$1,900 trucking expense charged by a separate logistics company contracted with Artificial Grass Recyclers and authorize the City Manager to execute the documents

Ayes: 5

Nays: 0

Absent: 0

Motion carried

## **John Street Erosion Control Project Recommendation**

Consideration to approve a purchase order contract with Harbor Springs Excavating of Harbor Springs, MI in an amount not-to-exceed amount of \$25,200 and authorize the City Manager to execute the documents

Director of Public Works Tim Fa said over the past five months he has been busy working with Armstrong Environmental and C2AE on the designs on the four highest priority locations that suffered erosion due to the high lake levels along Lake Charlevoix. The permits have been submitted to the US Army Corps of Engineers, EGLE and Charlevoix County Building Department for the John Street Road End Park erosion control project. The repair strategy at the John Street road end park involves the installation of 1'-3' diameter limestone rip rap boulders over a layer of pea stone and non-woven geotextile. The 44 foot wide revetment wall will tie into

the proposed rip rap walls to be constructed by the Spring Arbor Condos and Maple Shore Association on either side of John Street. Once the permits were submitted, three formal written quotes for the John Street erosion control project were received

**MOTION**

- |   |            |
|---|------------|
| 1. Harbor Springs Excavating (Harbor Springs) | \$25,200   |
| 2. Hilltop Excavating (East Jordan)           | \$29,215   |
| 3. Bowman Property Management (Boyne City)    | \$42,000 * |

When this issue came before the City Commission in June, a resident on W Michigan Avenue at John Street requested some form of access to the water's edge at John Street similar to what is at the Charlevoix Street road end park. The proposal from Bowman Property Management would include the cost of stone stairs \* to the water. Our designer believes the stone stairs could exacerbate future erosion. We are still evaluating the possibility of adding metal stairs over top of the stone revetment wall in the future, but it is not part of the design or pricing at this point.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation.

**MOTION**

2020-09-104

Moved by Page

Second by Grunch

To approve a purchase order contract with Harbor Springs Excavating of Harbor Springs, MI in an amount not-to-exceed amount of \$25,200 and authorize the City Manager to execute the documents

Ayes: 5

Nays: 0

Absent: 0

Motion carried

**Public Works Gate  
Relocation  
Recommendation**

Consideration to approve contract for the Public Works gate relocation with Harbor Fence Company of Petoskey MI in an amount not-to-exceed \$3,578 and authorize the City Manager execute the documents.

Director of Public Works Tim Faas said that he has monitored the public access to the Public Works facility on Robinson Street over the past year and a half. We have dealt with a number of instances where individuals dump illegally at our facility especially after normal business hours. The site does have robust security cameras; however, follow-up on illegal dumping is a very time consuming process involving resources from both Public Works and the Police Department.

A motorized gate was installed during the construction of the new Public Works facility five (5) years ago between the Cold Storage Building and the Public Works Garage. The gate only secures

access to the Public Works Garage and salt storage barn, leaving the Cold Storage Building, refuse dumpsters and the North Boyne Compost Site vulnerable to illegal dumping and possible theft.

The City of Boyne City charges contractors a \$1,000 annual fee to dispose of brush at the North Boyne Compost Site. About ten (10) contractors pay the fee each year. The external cost to process the brush into wood chips was about \$61,255 in 2018 (by Team Elmer's) and \$20,600 in 2019 (by City Forces). During 2020 some of the contractors have chosen not to pay the disposal fee. We do not have staff at the facility throughout the day to monitor which contractor has paid and not paid the fee, nor do we have the resources to review hours of video footage to determine if contractors are dumping brush after hours. Regardless, the volume of brush received this year appears to be very similar to last year.

I requested Harbor Fence Company give us pricing on relocating the existing gate from its current spot to the west side of the Public Works Garage across Robinson Street. This would afford us the opportunity in the future to control access to the North Boyne Compost Site and dumpsters after hours and better secure the Cold Storage Building. The cost to relocate the gate would be \$3,577.78.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation.

## **MOTION**

2020-09-105

Moved by Solomon  
Second by Page

To approve a contract for the Public Works gate relocation with Harbor Fence Company of Petoskey MI in an amount not-to-exceed \$3,578 and authorize the City Manager execute the documents.

Ayes: 5

Nays: 0

Absent: 0

Motion carried

## **Patio Furniture Purchase**

Consideration to approve the purchase of patio and outdoor furnishings from Landscape Forms of Kalamazoo as proposed for \$35,082 plus shipping for the two additional benches.

City Manager Cain discussed the proposal from Landscape Forms for the purchase of furniture for the outdoor patio on the second floor of City Hall. Also included in the proposal are two benches. One to be placed at the entrance of City Hall and in the courtyard near the LaFrance fire truck. Funds for the furnishings will be paid for with funds from the Bond issue.

Staff Comments: None

Citizens Comments: None

Board Discussion: Commissioner Conklin said he has concerns about other needs for the facility such as technology or office furnishings. All other Commissioners are in agreement with the recommendation.

Commissioner Conklin made a motion to postpone this purchase until we have a tech plan or office plan in place. There was no second to the motion, motion dies.

**MOTION**

2020-09-106  
 Moved by Grunch  
 Second by Page

To approve the purchase of patio and outdoor furnishings from Landscape Forms of Kalamazoo as proposed for \$35,082 plus shipping for the two additional benches.

Ayes: 4  
 Nays: 1, Commissioner Conklin  
 Absent: 0  
 Motion carried

**Airport Crack Sealing**

Consideration to approve a contract with Applied Pavement Markings of Harbor Springs, MI for the 2020 Airport Asphalt Crack Sealing Services in an amount not-to-exceed \$15,000 and authorize the City Manager execute the documents.

Director of Public Works Tim Faas said the City Commission awarded a contract earlier this year to Applied Pavement Markings (Harbor Springs) in an amount of \$13,210 for crack sealing of City streets and parking lots. That work was completed about a week ago. He recently received a request from the airport to evaluate the runway, taxiways and parking area assets for possible crack sealing. After meeting with APM to inspect the airport site APM verbally quoted a price of \$9,000 to perform the work and said it would fax the quote to us. The main runway will not need to be sealed.

**MOTION**

2020-09-107  
 Moved by Grunch  
 Second by Solomon

To approve a contract with Applied Pavement Markings of Harbor Springs, MI for the 2020 Airport Asphalt Crack Sealing Services in an amount not-to-exceed \$15,000 and authorize the City Manager execute the documents.

Ayes: 5  
 Nays: 0  
 Absent: 0  
 Motion carried

**Veterans Park Pavilion Rental Policy and Fees Recommendation**

Consideration to approve Public Works Policy & Procedure No. PW\_002 "Veterans Park Pavilion Rentals" as presented.

Director of Public Works Tim Faas discussed the three (3) parks that contain outdoor picnic shelters: Veterans Park, Rotary Park, and Waterworks Park. The Veterans Park Pavilion is the only site that is currently rented through our parks reservation process. Recently the Veterans Park Pavilion underwent an extensive renovation to make the facility usable year round and also added a commercial kitchen.

Working with some of the key administrative staff, a draft of a policy on the rental of the Veterans Park Pavilion was developed and presented to the Parks & Recreation Commission last Thursday. The Parks & Recreation Commission was supportive of the proposed policy.

Some of the key items in the policy include: morning and afternoon/evening reservation time slots, a security deposit, new rental rates (including resident & non-resident fees), a separate fee for use of the commercial kitchen, annual rental rate for the Farmer's Market, reduced rate for non-profits, licenses that might be required and rules on decorations and clean-up.

It is being recommended to the City Commission adopt the policy as presented, so that staff can provide guidance to prospective renters starting in October. We expect to bring this policy back next year with revisions after we've had twelve (12) months to try it out.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation, however clarification of the non-profit status for needs to be clarified for the rate schedule.

## **MOTION**

2020-09-108  
Moved by Solomon  
Second by Conklin

To approve Public Works Policy & Procedure No. PW\_002 "Veterans Park Pavilion Rentals" as presented

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

## **Tree Planting Contract Award Recommendation**

Consideration of a recommendation that the City Commission approve a purchase order contract with Robinson's Landscaping & Nursery Inc. of Boyne City MI in an amount not-to-exceed \$24,855 and authorize the City Manager to execute documents

Formal bids were advertised in August for the annual tree planting program along the City of Boyne City right-of-ways. This year a total of 63 trees were included in the invitation to bid document. On September 9, 2020 we received two (2) bids in response to the

invitation. One from Robinson's Landscape & Nursery and one from Daniel Hoffman Landscaping.

A bid tabulation is attached depicting Robinson's Landscaping & Nursery as the lowest responsive bidder for a total amount of \$24,855 for 63 trees. The bid from Robinson's Landscaping & Nursery was \$1,365 lower than the other bid.

A total of \$47,192 was budgeted for tree removal, trimming and planting in the 2020/2021 budget. A total of \$25,000 was awarded to All Aspects Forestry on removals and trimming earlier this summer, leaving \$22,192 for planting which is a little short.

The City of Boyne City was recently successful in pursuing grants from both DTE Gas (\$4,000) and Consumer's Energy (\$2,500) for 2020 tree planting. The additional \$6,500 would provide enough funding to cover the budget shortfall.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation.

**MOTION**

2020-09-109  
Moved by Solomon  
Second by Conklin

To approve a purchase order contract with Robinson's Landscaping & Nursery Inc. of Boyne City MI in an amount not-to-exceed \$24,855 and authorize the City Manager to execute documents

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

**Good of The Order**

None

**ADJOURNMENT**

Motion by Mayor Neidhamer, second by Commissioner Page to adjourn the Regular City Commission meeting of Tuesday, September 22, 2020 at 2:28 p.m.

\_\_\_\_\_  
Tom Neidhamer  
Mayor

\_\_\_\_\_  
Cindy Grice  
Clerk / Treasurer