

**FEBRUARY 11, 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 FEBRUARY 11, 2014 AT 7:00 P.M.

CALL TO ORDER

Mayor 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 Laura Sansom, Tom Neidhamer and Derek Gaylord

Staff: Cindy Grice, Michael Cain, Scott McPherson, Barb Brooks, Hugh Conklin, Andy Kovolski, Jeff Gaither and Dennis Amesbury

Others: There were 25 citizens in attendance, including representatives from the Petoskey News Review and the Boyne Gazette.

CONSENT AGENDA

MOTION

2014-02-008

Moved by Neidhamer
Second by Sansom

2014-02-008A

Approved to appoint Bob Carlile to the Board of Review for a three year term expiring on January 31, 2017

2014-02-008B

Approved of the Marina to continue to charge the rates recommended by the State for both transient (column C) and seasonal (Rate 2) for FY 2014-2015 and allow staff to charge rates based on overall boat length instead of slip length, adjust rates for transient boaters during the shoulder seasons and consider discounts for large group events

Ayes: 5

Nays: 0

Absent: 0

Motion carried

CITIZENS COMMENTS

None

CORRESPONDENCE

Correspondence from the National Transportation Safety Board; from Charter Communications regarding digital TV and required converter devices and correspondence from the US Dept of Housing & Urban Development regarding the Boyne City Housing Commission's completion of the Recovery Agreement and Action Plan were received and filed.

CITY MANAGERS REPORT

City Manager Cain reported:

- Water customers City-wide have been asked to run their cold water to prevent freeze ups.
- There will be a county recycling meeting at Boyne City Hall on February 19.
- Public discussion regarding Food Trucks will be held on Tuesday 2/25 at 6 pm and Thursday, March 6 at 5:30 pm at the Boyne City Library.
- The Main Street board has approved the traveling Vietnam Memorial to be displayed in Boyne City July 18 and 19.
- Chief Gaither announced that Kyle Smith has been hired as our new police officer and will begin his employment beginning

Tuesday, February 18.

Draft Minutes of the January 2, 2014 Parks & Recreation Commission Meeting; the January 9, 2014 Main Street Board Meeting; the January 20, 2014 Planning Commission Meeting and the January 23, 2014 Airport Advisory Board Meeting were received and filed.

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

Consideration to proclaim February 16 thru February 22, 2014 as Geek the Library Week in Boyne City.

**Library Geek Week
Resolution**

Susan Conklin of the Boyne District Library presented Commissioners with the Proclamation. This will end the Geek the Library campaign along with the Business after Hours being hosted by the Library this week.

Staff Comments: None

Citizens Comments: Scott MacKenzie said it has been a wonderful campaign.

Board Deliberation: All are in favor and support of the Proclamation.

2014-02-009

Moved by Grunch

Second by Sansom

MOTION

That on behalf of the City Commission and the entire City of Boyne City to hereby proclaim February 16 through February 22, 2014 as Geek the Library Week in Boyne City and call upon all the people in the Boyne District Library service area to observe this week, visit the library in person or online, and celebrate all that our public library offers individuals and this community.

Ayes: 5

Nays: 0

Absent: 0

Motion carried

Consideration of location of a proposed Dog Park at North Boyne including both City owned parcels to the north and south of Ridge Street including the potential of closing Ridge Street to through traffic.

Dog Park Recommendation

Scott MacKenzie and Michele Carter discussed the Dog Park plans the Boyne City Dog Park Committee has been working on the past several months. The original committee has been joined by members of Leadership Charlevoix County who approached them with the dog park as their project for this class. The goal is to create an efficient, classy dog park. Potential locations were studied, narrowed down to Avalanche preserve and an area in North Boyne. A site plan was presented that was prepared by an LCC member who is a landscape architect.

By looking at their goals and objectives, the North Boyne area was looked at. The area could hold a large and small dog area, it could be easily fenced, is expandable and has city utilities nearby. Three initial concepts were presented. If this project is approved, the committee is ready to begin fundraising. It could be one more amazing asset for this community.

Citizens Comments: Mike Sheehan spoke for the Parks and Recreation committee who is delighted with this effort that has been put forth. The dog park placed at North Boyne will relieve some of the pressure of dogs at Avalanche. It is good move and worth serious consideration.

A citizen inquired when the park would be open and would be someone be attending the park. It is so close to a residential area. Scott MacKenzie said the committee has had a lot of rules and regulations discussions that would need approval before they go any further. Michele Carter added that the park is layed out so that the large dog portion would be more heavily used and designed for a quieter area closer to the residents.

Jim Baumann said this would truly be a world class dog park. This committee has put in a tremendous amount of work. He urges the City Commission to let them go ahead with this.

Board Deliberation: Commissioner Neidhamer is a part of the Committee. Staff has been cooperative. The dog park committee has received staff and public input. It will enhance North Boyne tremendously. The proposed lot is pretty ugly right now. Through fundraising, most costs should be covered. It will be one more asset Boyne City can brag about. Mayor Pro-Tem Towne thanked the Committee for the great job. He looked at closing Ridge Road end. Commissioner Gaylord said he appreciates the Committee's efforts. Regarding the dog activity at Avalanche, would utilizing this location solve the problem of dog activity there? He wants to make sure, the Avalanche issues would be solved. Trish Wright said she thinks the City should put a sign at Avalanche with directions to the Dog Park. Scott MacKenzie said now people are bringing their dogs to the ball park. Because of the social aspect, he thinks if it is built, people will go there. Commissioner Gaylord said regarding the fee versus no fee, he feels less people would participate if there is a fee. He is concerned about blocking off Ridge street. He also inquired about liability of the park being on City property. Does it expose us to additional risk and would like that answer. Commissioner Sansom said she likes all three proposed plans. Is there any different fencing that could buffer the sound? She added she likes it better at the North Boyne site than Avalanche. Mayor Grunch said that lot on Ridge above has beautiful views. The area is a beautiful place to walk. Mayor Grunch thanked all of those on the team.

2014-02-010

Moved by Towne

Second by Neidhamer

MOTION

To approve of location of a proposed Dog Park at North Boyne including both City owned parcels to the north and south of Ridge Street including the potential of closing Ridge Street to through traffic.

Ayes: 5

Nays: 0

Absent: 0

Motion carried

Consideration to authorize City Staff to engage the professional services of Environment Architects to complete the design phase for the Veterans Park Pavilion New Roof Form-Addition at a cost of \$10,500 plus

Veterans Park Pavilion

Expenses.

Hugh Conklin discussed the Veterans Park Pavilion project. A process was led by Environment Architects in December that resulted in three concepts that were presented. This project generated broad community engagement with more than 80 people. The process concluded with the alternatives presented. These were also circulated on the websites of the City, Main Street and the City's Facebook page, have been discussed at Main Street, Parks and Recreation, Planning Commission and Boyne City Farmers market committee meetings.

The pavilion project is supported by a \$12,500 matching grant from the MEDC with its purpose to explore the possibility of creating a year-round, multi-activity structure in Veterans Park for residents and organizations that could also be used as a winter home for the Boyne City Farmers Market. In addition to the MEDC grant, the project is also supported by a \$1,500 grant from the Charlevoix County Community Foundation, Main Street and the Farmers Market are providing the patching funds. Completing the design phase will put the City in a strong position to secure grants and conduct a successful capital fundraising campaign if a decision is made to renovate the pavilion.

Citizens Comments: Mike Sheehan said he feels the designs should be done. Scott MacKenzie is in favor of plan two. It would be more functional and usable.

Staff Comments: None

Board Deliberation: Commissioner Gaylord said there are nice renderings and presentation. He talked to a number of people who didn't attend the presentation. The overwhelming majority say it would be a nice, someday project but not now. He is not in favor of getting the design done. Keep the renderings, but no moving forward with the design phase. Commissioner Sansom said the comments she has heard are of excitement. There would be a good use for all kinds of events. People are interested in what's going on. She has heard concerns about City facilities coming first. She is in favor of moving forward at this point. Mayor Pro-tem Towne said he likes concept two and supports the recommendation. Commissioner Neidhamer agrees to support the recommendation. We can be ready and can proceed if we get grant funds. Mayor Grunch said we are trying to do what people are asking us to do. So many grants are competitive. We could be shovel ready. Look at the possibility of grant funds.

2014-02-011

Moved by Neidhamer

Second by Sansom

MOTION

To authorize City Staff to engage the professional services of Environment Architects to complete the design phase for the Veterans Park Pavilion New Roof Form-Addition at a cost of \$10,500 plus expenses

Ayes: 4

Nays: 1, Commissioner Gaylord

Absent: 0

Motion carried

Consideration to endorse Boyne City's association with Sister Cities International and authorize to send the "Invitation to Partner" letter to Drogheda, Ireland

Sister City Communication

Main Street Director Hugh Conklin presented the Commission with the letter of "Invitation to Partner" with Drogheda, Ireland for a Sister City relationship as part of the Sister Cities International Program. Becky Kuebler has volunteered to chair the Sister City committee. Main Street Board has passed a motion supporting the Sister City Project.

Citizens Comments: Trish Wright asked why Drogheda and the relationship to the Boyne River was provided.

Staff Comments: None

Board Deliberation: All are in support and favor. Commissioner Gaylord inquired about the benefits. Hugh Conklin said for a better understanding, building a culture, business issues are some reasons.

2014-02-012

Moved by Grunch

Second by Gaylord

MOTION

To endorse Boyne City's association with Sister Cities International and authorize to send the "Invitation to Partner" letter to Drogheda, Ireland

Ayes: 5

Nays: 0

Absent: 0

Motion carried

Consider to approve a five-year contract to the firm of Gabridge & Company to provide auditing services to the City of Boyne City in the amount of \$71,090 over this time period (including single audits if necessary).

Audit Proposals

Clerk / Treasurer Grice discussed the bids received for audit services. The lowest cost was from Gabridge & Co, LLC. Based on our interview with a representative of the firm and comments from references this firm provided, we are making this recommendation. City Manager Cain discussed the firm's educational aspects and their company's goals as well.

Staff Comments: None

Citizens Comments: None

Board Deliberation: All are in agreement with the recommendation.

2014-02-013

Moved by Gaylord

Second by Towne

MOTION

To approve a five-year contract to the firm of Gabridge & Company to provide auditing services to the City of Boyne City in the amount of \$71,090 over this time period (including single audits if necessary).

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

Consideration to award a bid to RB Lyons, Inc in the amount of \$107,387 for the renovation of the fixed piers and award a contract to Flotation Docking Systems, Inc in the amount of \$97,918.72 for a total project cost of \$205,305.72 and authorize the City Manager to execute the documents

Marina Renovation Bid Award

Harbormaster Barb Brooks provided the bid recommendation for Phase I of the Marina Renovation project that includes the replacement of the shoppers dock and renovating the fixed finger piers to make them more accessible for use with the low lake levels. The project was bid as two separate projects because the shoppers dock is a floating dock system and the finger piers are proposed to remain fixed piers but adapted to be adjustable. References were provided from each contract. The project engineer checked the references and is satisfied that both low bidders are qualified to complete the project.

Citizens Comments: None

Staff Comments: None

Board Deliberation: Mayor Pro-Tem Towne said the marina is an economic boost for the City and he supports this recommendation. Commissioner Neidhamer said he is in agreement and this is something we have to do. Commissioner Gaylord inquire what is the criteria used to determine which piers. Barb said the first three starting from the shore. Commissioner Gaylord added we need to take care of what we own. Commissioner Sansom said she is in total favor and thanked Barb for the hard work. Mayor Grunch said he is in support.

MOTION

2014-02-014
 Moved by Towne
 Second by Sansom

To award a bid to RB Lyons, Inc in the amount of \$107,387 for the renovation of the fixed piers and award a contract to Flotation Docking Systems, Inc in the amount of \$97,918.72 for a total project cost of \$205,305.72 and authorize the City Manager to execute the documents

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

Consideration to update and renew the operating agreement for the One Water Marina with Catt Development for the 2014 boating season and Greg Krueger (if the opportunity presents itself), and authorize the City Manager to sign the agreement on the City's behalf

One Water Marina Agreement

Harbormaster Barb Brooks discussed the proposed agreement to manage the One Water Marina for the 2014 boating season. Glen Catt, owner of the One Water Marina, agrees the relationship has worked well and he would like to continue with the current arrangement. All parties feel the partnership has been successful and beneficial in several ways.

Citizens Comments: None

Staff Comments: Main Street Director Hugh Conklin said he supports this agreement. It is really important for the town and health of its economy.

Board Deliberation: Commissioner Sansom said it is profitable and a great working relationship and should be continued. Commissioner Gaylord said it is an example where private and government partnership works and he is in support. Commissioner Neidhamer, Mayor Pro-Tem Towne and Mayor Grunch are in support of the recommendation.

2014-02-015

Moved by Sansom

Second by Towne

To update and renew the operating agreement for the One Water Marina with Catt Development for the 2014 boating season and Greg Krueger (if the opportunity presents itself), and authorize the City Manager to sign the agreement on the City's behalf

Ayes: 5

Nays: 0

Absent: 0

Motion carried

City facilities architectural service proposal update.

Facilities Contract

City Manager Cain discussed the meeting with department heads after the seven proposals for City Facilities Architectural service were reviewed. We each ranked them, combine that to develop a group ranking. Items discussed included public participation, hours dedicated to the project, the proposed project timelines and previous similar projects. Subsequent to that, we publically opened the cost portions of those bids. Staff interviews are being scheduled with four of the bidders for Tuesday, February 18th.

Staff Comments: None

Citizens Comments: None

Board Deliberation: Commissioner Gaylord said regarding the ranking, he wants to see pros and cons from every single vendor. He would also like to see how the ranking was determined. Commissioner Neidhamer inquired if the ranking reflected costs and was told no. Commissioner Neidhamer said he is ok with the process of moving forward. Mayor Pro-Tem Towne said he wondered how ranking was determined. Mayor Grunch said he wouldn't discount the price.

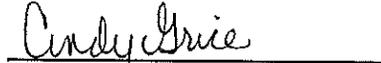
Commissioner Neidhamer inquired about the Kirtland legal options. Commissioner Gaylord and Mayor Pro-Tem Towne stated they have both received calls from citizens regarding it.

GOOD OF THE ORDER

Moved by Mayor Grunch, seconded by Mayor Pro-Tem Towne to adjourn **ADJOURNMENT**
the regular City Commission meeting of Tuesday, February 11, 2014 at
9:07 p.m.



Ron Grunch
Mayor



Cindy Grice
Clerk / Treasurer