

**JANUARY 24, 2017  
REGULAR MEETING**

RECORD OF THE PROCEEDINGS OF THE REGULAR BOYNE CITY COMMISSION MEETING DULY CALLED AND HELD AT BOYNE CITY HALL, 364 NORTH LAKE STREET, ON TUESDAY JANUARY 24, 2017

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**CALL TO ORDER**

Mayor Neidhamer called the meeting to order at 12:00 p.m. followed by the Pledge of Allegiance.

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

Absent: None

Staff: Jane Halstead, Michael Cain, Barb Brooks, Patrick Kilkenny, Scott McPherson, Jeff Gaither and Mark Fowler

Others: There were 5 citizens in attendance.

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**CONSENT AGENDA  
MOTION**

2017-01-008  
Moved by Towne  
Second by Sansom

Approved of the January 10, 2017 City Commission regular meeting minutes as presented

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

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**CITIZENS COMMENTS**

None

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**CORRESPONDENCE**

City Manager Cain stated the city received a letter from Charter Communications regarding rate modifications beginning in February.

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**CITY MANAGERS  
REPORT**

City Manager Cain reported:

- The new City facilities project is making good progress. The skeletons for the Clock and Bell Towers as well as the 1904 bell were installed last week. Cain showed a short video of the ringing of the bell at installation day.
  - New signs at the Waterworks Park and Avalanche Park trailhead are being installed today east of the 1910 Building on Division Street. These were funded by the MPark Grant received last year.
  - The Charlevoix County Officials and Elected Leaders Summit will be held on Monday, January 30th at 6:00 p.m. Reception from 5 to 6 p.m.
  - Kelsie King-Duff will start as the new Main Street Executive Director on Monday, January 30<sup>th</sup>.
  - Cain will be out of office Wednesday, February 1st through February 3rd attending a statewide City Manager's winter conference in Kalamazoo.
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**REPORTS OF  
OFFICERS, BOARDS  
AND STANDING  
COMMITTEES**

The December, 2016 Financial Statement was received and filed.

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**Group Day Care  
Ordinance Amendment**

Consideration of a first reading for a proposed Group Day Care Ordinance Amendment Request and schedule a second reading for February 28<sup>th</sup>, 2017 at 12:00 noon.

Planning Director Scott McPherson discussed proposed changes to the Group Day Care Ordinance. There is an increasing need for daycare for city residents due to increased city growth and school enrollment. Group day care is identified as a family home with more than 6 but not more than 12 children. The current ordinance acts as an impediment to daycares as it requires a 20,000 sq. ft. minimum lot area (as well as additional requirements) whereas the State of Michigan requirements for a play area is 600 square feet. The Planning Commission recommends the following changes

- 1) Principal allowed use by right in all the residential districts and in the Central Business District
- 2) No minimum lot size
- 3) Fenced in play area with a minimum size of 1,200 square feet not to be located in the front building line

Staff Comments: None

Citizens Comments: Ken Allen lives next door to a daycare provider. He thinks the current ordinance is "not appropriate" and too restrictive and he encourages adoption of the new ordinance.

Board Discussion: Commissioner Conklin asked how the current daycares in the city were operating if they didn't meet the requirements. McPherson stated he assumes they were "grandfathered" in. Conklin also asked McPherson to define "Use by Right". McPherson explained that if an entity meets all requirements of an ordinance then the City cannot deny their right to operate versus "Conditional Use" which allows the Planning Commission to make a discretionary decision. Conklin also inquired why the play area needed to be in the back of the house. McPherson stated it was to avoid children's interaction with the street. Commissioner Sansom asked how daycares operate in the City with less than 6 children. McPherson said that is a "Use by Right". Previous applicants who were denied a permit to operate a daycare will be notified of ordinance change.

All Commissioners are in support of the recommendation.

**MOTION**

2017-01-009  
 Moved by Towne  
 Second by Sansom

To schedule a second reading of the Group Day Care Ordinance Amendment on February 28<sup>th</sup>, 2017.

Ayes: 5  
 Nays: 0  
 Absent: 0  
 Motion carried

**Charlevoix County  
 Parks Millage  
 Applications**

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Consideration to approve submitting application requests for Riverside Park Recreation Addition (\$10,655.65), Peninsula Beach Enhanced Access (\$7,985.86) and Veteran's Park/Boyne City Marina Recreation Additions (\$5,000) and authorize the City Manager to sign all the required documents to secure the funds.

Patrick Kilkenny, Assistant Planning Director, recommended the Commission approve three applications to Charlevoix County for funds to improve local parks. The applications are due by February 1<sup>st</sup>, 2017 and are for the following improvements:

- 1) Riverside Park Recreation Additions – to install a small parking area, fencing, signage, benches, picnic tables and trash receptacles.
- 2) Peninsula Beach Enhanced Access – to install a Mobi-Mat to allow enhanced ADA access to the water's edge for wheel chairs, strollers etc.
- 3) Veteran's Park/Boyne City Marina – installation of a kayak launch near the small boat launch and informational signage.

Kilkenny stated that Bulmann Dock & Lift has graciously proposed the donation of a kayak storage rack for both Riverside and Veteran's Park. The racks hold 6 to 8 kayaks.

There is no limit to the number of applications which can be submitted by the City and they do not have to be rated. This is the third year of a four year millage.

Staff Comments: None

Citizens Comments: Deb Neer asked if any new public restrooms were planned at Riverside Park. Cain stated that the city was looking at improving the restrooms we currently have before building more. Plumbing and electricity have been installed at the corner of River and East Street which can be used if bathrooms are ever installed at Old City Park.

Board Discussion: Commissioner Sansom is appreciative of the kayak storage rack donation from Bulmann Dock. Commissioner Conklin asked if the gift from Bulman could be used an "in-kind" match to improve the application? He also asked where the kayak launch will go in Veteran's Park. Barb Brooks stated it will be attached to the west side of the dock and the kayak rack will be upland.

All commissioners are in support of the recommendation.

2017-01-010  
 Moved by Grunch  
 Second by Conklin

**MOTION**

To approve submitting an application request in the amount of \$10,655.65 and allocate \$1,000 of matching fund for the Riverside park Recreation Additions and,  
 To approve submitting an application request in the amount of \$7,985.86 and allocate \$1,000 of matching funds for the Peninsula Beach Enhanced Access and,  
 To approve submitting an application request in the amount of up to \$5,000 and allocate \$1,000 of matching funds for the Veteran's Park/Boyne City Marina Recreation Additions and,  
 Adopt the attached resolutions supporting the application of the projects and authorize the City Manager to sign all of the required documents to secure the funds.

Ayes: 5  
 Nays: 0  
 Absent: 0  
 Motion carried

**Public Notice  
 Publication**

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Consideration to approve the request to publish the 2017 Board of Review notice in the Charlevoix County News instead of the Boyne Gazette.

City Manager Cain asked the Commission to allow the City, for cost saving purposes and in the spirit of working with the county, to publish the 2017 Board of Review notices in conjunction with the Charlevoix County Equalization Department in the Charlevoix County News instead of Boyne Gazette which is Boyne City's Newspaper of Record. The cost to run the ad in the Boyne Gazette was \$270.00 versus \$75 for the Charlevoix County News.

Staff Comments: None

Citizens Comments: Ken Allen asked how the savings would be realized? Cain answered that this would not be an additional publication but an alternate publication.

Board Discussion: All support saving money.  
 Commissioner Conklin asked when the Newspaper of Record is decided. Cain answered that that issue can be addressed whenever the Commission wishes to take it up.

All Commissioners are in support of the recommendation.

**MOTION**

2017-01-011  
 Moved by Towne  
 Second by Sansom

To approve the request in an effort of cost savings and in the spirit of working in conjunction with Charlevoix County, authorization to publish the 2017 Board of Review notices in conjunction with the Charlevoix County Equalization Department in the Charlevoix County News instead of the City of Boyne City only publications in the Boyne Gazette.

Ayes: 5  
 Nays: 0  
 Absent: 0  
 Motion carried

**Marina Dock Extension Proposal**


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Consideration to approve the proposal from Flotation Docking Systems to construct and install an extension on the floating "T" dock for a cost not to exceed \$37,193 and authorize the City Manager to sign the required documents.

Barb Brooks recommended the Commission approve the proposal with Flotation Docking Systems for the floating dock extension that is to be installed this summer. She stated that by using Flotation Docking Systems instead of sending the job out for bids, the City can save money on engineering fees since the City has used this same company for previous projects. Glen Catt has contracted the same firm to build and install the proposed fishing pier and by utilizing the same company we will also save on delivery and mobilization costs. Brooks estimates a savings of almost \$7,000.

Staff Comments: None

Citizens Comments: None

Board Discussion: Commissioner Grunch supports it- saves money. Commissioner Conklin asked if it was ok not to send project out to bid. Cain stated it was – it is less than \$20,000 and it makes sense. Conklin also asked if there would be power to the extension. There will be no power to extension. To extend current electrical service would require reworking entire system and be expensive.

All Commissioners are in support of the recommendation.

**MOTION**

To approve the proposal from Flotation Docking Systems, LLC to construct and install an extension on the floating "T" dock for a cost not to exceed \$37,193 and authorize the City Manager to sign the required documents.

2017-01-012  
 Moved by Sansom  
 Second by Towne

Ayes: 5  
 Nays: 0  
 Absent: 0  
 Motion carried

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**Office Copy Machine Purchase**

Consideration to purchase a 2016 Kyocera 3252ci Color Copier in the amount of \$6,995.

Barb Brooks recommended the Commission approve the purchase of a new copier for the City. The current copier was purchased used in 2012 from Dunns Business Solutions and has been in service with the city for 4 years. Parts are becoming more difficult to get and the performance of the copier is less than ideal. Brooks researched the options and by purchasing a new copier the City will save \$276 per month over what the City is currently paying for a service plan. The new copier will pay for itself in 25 months. City Manager Cain added that when the new facilities are completed and many departments are centrally located, the new copier can be shared and some less efficient equipment can be eliminated.

Staff Comments: None

Citizens Comments: None

Board Discussion: Commissioner Conklin asked if the money was in the budget for a copier and Brooks answered yes, office equipment in general is in the budget.

Commissioner Grunch asked if Dunns went out of business if there were other companies in the area that could provide service. Brooks responded that another company would be able to provide service. Commissioners agreed that the cost savings were good.

All Commissioners are in agreement with the proposal.

**MOTION**

2017-01-013

Moved by Towne

Second by Conklin

To approve the purchase of a 2016 Kyocera 3252ci Color Copier in the amount of \$6,995 and authorize the City Manager to sign any necessary documents.

Ayes: 5

Nays: 0

Absent: 0

Motion carried

**Good of the Order**

Commissioner Grunch stated that he liked the logo samples that he was emailed recently. "Branding" was discussed and Manager Cain said that the current City logo is from the 1980's. He stated that sometime in the future we may want to have a discussion on changing the logo so start giving it some thought.

Commissioner Conklin has received emails regarding upcoming workshops. Scott McPherson stated that any training would be helpful. Conklin would also appreciate being kept informed on upcoming Wilson Township Planning discussions. Conklin also appreciated Cain's efforts in having a sign taken down in town recently.

Barb Brooks reminded the Commissioners that the 5 Year Parks and Recreation Plan will come before the board at the February 14<sup>th</sup> meeting.

Mayor Neidhamer stated there are big housing and development issues coming up. Everyone needs to be informed and participate.

**Announcements**

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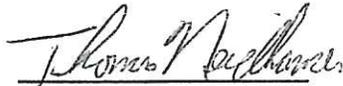
The annual Charlevoix County Officials and Elected Leader Summit will be held on Monday, January 30<sup>th</sup>.

The next City Commission meeting is scheduled for Tuesday, February 14<sup>th</sup>.

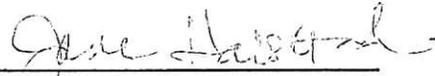
**ADJOURNMENT**

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Motion by Mayor Neidhamer seconded by Commissioner Towne to adjourn the Regular City Commission meeting of Tuesday, January 24, 2017 at 1:07 p.m.



Tom Neidhamer  
Mayor



Jane Halstead  
Recording Secretary