

**AUGUST 23, 2016
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 AUGUST 23, 2016

CALL TO ORDER

Mayor Pro-Tem Towne called the meeting to order at noon followed by the Pledge of Allegiance.

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

Absent: None

Staff: Cindy Grice, Michael Cain, Patrick Kilkeny, Scott McPherson, Kevin Spate and Barb Brooks

Others: There were five citizens in attendance including representatives from the Charlevoix County News and the Petoskey News Review

CONSENT AGENDA

2016-08-095
Moved by Sansom
Second by Towne

To approve of the August 9, 2016 City Commission regular meeting minutes as presented

Ayes: 5
Nays: 0
Absent: 0
Motion carried

CITIZENS COMMENTS

Chamber Director Jim Baumann announced the dates of October 13 for the State of the Community Luncheon, September 15 Business After Hours at the Good Neighbors Food Pantry and November 2 Business Expo at Boyne Mountain.

CORRESPONDENCE

Commissioner Sansom presented communications from United Way.

**CITY MANAGERS
REPORT**

City Manager Cain reported:

- About 95% of the new Safe Routes to Schools walkways are in place with the hopes to have all the walkways in place prior to school opening on Tuesday, September 6.
- The State has informed us that our three year old SAW grant application looks about to be funded. This will help us with developing asset management plans for asset management.
- The residential rubbish collection programs for our 3 week fall pick-up beginning this week.
- The ad for our Main Street Director position went out last week, is on our website and posted on our public notice board.
- Pre-applications are due for possible bidders on our marina improvement project. This is one of the steps necessary for helping to define the products we will use and develop better cost estimates.

New staff members, Police Office Kelsey Sofia, Light Equipment Operator

Travis Lapeer and Customer Service Specialist Jane Halstead were introduced to the Commissioners and community

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

The June, 2016 Financial Statement was received and filed.

Consideration to adopt the 2016 Goals as presented

Goals Review

Executive Assistant Barb Brooks discussed the City-wide chart of goals presented. A goal setting work session was held in June with Mac MacClelland of Otwell Mawby that reviewed results from the City's January goal setting session, online surveys and other City planning efforts from the Main Street, LDFA, Planning, Zoning, Parks and Recreation, Chamber of Commerce and the Boyne City Housing Commission. Goals and issues were prioritized that were the outcome of the accumulative sessions. Reviewing this information, prioritizing the subjects and adopting a set of goals will assist City Staff in where they should focus their attention and resources and provide guidance to boards and commissions as they review requests and concerns of citizens, groups and businesses. Primary City Wide goals are Housing, Economic Development and Parks & Recreation.

City Manager Cain added that this is helpful for staff if the Commission ultimately sets the priorities.

Staff Comments: Scott McPherson said this is a much better approach. It provides the ability to look at the bigger picture. Barb Brooks added that Housing and Parks really feed into Economic Development. City Manager Cain added that this serves as a framework for other organizations such as Main Street and the Chamber.

Citizens Comments: None

Board Discussion: Mayor Pro-Tem Towne said there is a lot of good input and he supports the recommended goals as presented. Commissioner Sansom said she is also comfortable with the three main divisions and would like to add the word Diversity to the Housing Category. Commissioner Conklin said this is a great overview. The Main Street Refresh program also showed Housing and Parks & Rec and who will take the lead. Parks & Recreation needs to be ramped up. Under Parks, there's not mention of trails. Is that just assumed? Commissioner Grunch said to add 2017 to the title and make a large copy of these goals for an easel display. Job well done, Barb. Mayor Neidhamer said under Parks & Recreation, to clarify, maybe include improve and add to current parks. Under Housing, maybe add Opportunities. The experts gave us good direction and Barb did a good job getting this put into three goals. Commissioner Sansom said as long as it doesn't negate any other opportunities such as art. City Manager Cain said this will just organize it better and does not take away any other opportunities. It helps keep us focused.

MOTION

2016-08-096
Moved by Sansom
Second by Towne

To adopt the 2016 / 2017 goals as presented, adding new wording and dates as requested

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

Grant Application Opportunity

Consideration to approve the application to the Coastal and Estuarine Land Conservation Program for proposals for up to \$1.5 million and authorize the City Manager or his designee to complete the necessary document to implement the grant

Assistant Planner Patrick Kilkenny discussed the Coastal and Estuarine Land Conservation Program (CELCP) grant opportunity. This grant is administered by the Office of Coastal Management, National Oceanic and Atmospheric Administration, Department of Commerce. Michigan has developed a CELCP plan and can participate in the program. It provides matching funds to state and local governments to purchase, or acquire conservation easements, on threatened and estuarine lands that will be held and managed in perpetuity for conservation purposes. The CELCP provides support for acquisition of fee simple interests in lands or conservation easements from willing sellers within eligible states. Projects that have significant conservation, recreations, ecological, aesthetic values qualify, as do projects located within a state's designated CELCP area, such as the Open Space Property.

If the Open Space project is selected for funding, additional supplemental elements may be required to be submitted and reviewed before NOAA can release the grant funds. Supplemental documents will required additional approval from the City Commission at that time.

Staff Comments: City Manager Cain added this is the third grant we are applying for on this property. We are not sure how this will play out with the DNR Trust Fund. This is a very competitive grant.

Citizens Comments: None

Board Discussion: All Commissioners are in agreement with this recommendation.

MOTION

2016-08-097
 Moved by Conklin
 Second by Sansom

To approve the application to the Coastal and Estuarine Land Conservation Program for proposals for up to \$1.5 million and authorize the City Manager or his designee to complete the necessary document to implement the grant

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

Tennis Court Bids

Consideration to approve a contract for the tennis court repairs to Harbor Springs Excavating for the amount of \$105,870.74 and authorize the City Manager to execute the required documents.

Public Works Superintendent Andy Kovolski discussed the request for needed repairs to the tennis courts at Rotary Park. Bids were received from two contractors with the low bid coming in from Harbor Springs Excavating. New markings on the courts will also include marking for Pickle Ball courts. The bid amount is worst case scenario.

Staff Comments: None

Citizens Comments: None

Board Discussion: Commissioner Sansom inquired of proposed start times and was informed this fall, to be complete after May 1 of 2017. Commissioner Conklin said he shares concerns of paying for in since cost estimates are over budget. Could it be paid over two budget years? Andy said yes, it will have to be. Mayor Neidhamer said he is in full support. There is a very active group that uses it and if we offer the facilities, it is our responsibility to maintain them.

MOTION

2016-08-098
Moved by Towne
Second by Grunch

To approve a contract for the tennis court repairs to Harbor Springs Excavating for the amount of \$105,870.74 and authorize the City Manager to execute the required documents

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Crack Sealing Bids

Consideration to award the contract for Overband Crack Sealing to Fahrner Asphalt Sealers for the amount of \$6,036.25 and authorize the City Manager to execute the required documents.

DPW Superintendent Andy Kovolski discussed the single bid from one contractor for street crack sealing from Fahrner Asphalt Sealers. This contractor has done this work for the city in the past. Their unit price is lower than last year's bid.

Staff Comments: None

Citizens Comments: None

Board Discussion: All Commissioners are in agreement

MOTION

2016-08-099
Moved by Towne
Second by Conklin

To approve the contract for Overband Crack Sealing to Fahrner Asphalt Sealers for the amount of \$6,036.25 and authorize the City Manager to execute the required documents

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

**Pavement Maintenance
 Bids**

Consideration to award the contract for the 2016 Pavement Maintenance Project as follows: Crush and shape paving and curb work to Reith Riley for the amount of \$246,245.00; Mill and resurface work to Payne and Dolan for the amount of \$41,861.82 and authorize the City Manager to execute the required documents

DPW Superintendent Andy Kovolski discussed the bids received for our annual Pavement Maintenance project. A map of the proposed treatment areas was presented to the Commissioners. Reith Riley had the lowest cost for crush and shape and curb work. Payne and Dolan had the lowest cost for mill and resurface work.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation. Commissioner Conklin requested that in future recommendations, where it is referred to as a project or purchase in the budget, that line item is provided.

MOTION

2016-08-100
 Moved by Grunch
 Second by Conklin

To approve to award the contract for the 2016 Pavement Maintenance Project as follows: Crush and shape paving and curb work to Reith Riley for the amount of \$246,245.00; Mill and resurface work to Payne and Dolan for the amount of \$41,861.82 and authorize the City Manager to execute the required documents

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

Zero Turn Mower Bids

Consideration to award the contract for the purchase of the 2016 Kubota ZD1211 Zero Turn mower to Ginop's of Alanson in the amount of \$12,400.00 and authorize the City Manager to execute the required documents.

DPW Superintendent Andy Kovolski stated that our current zero-turn mower is a 2004 Kubota that is showing its age and is overdue for replacement. It has 6,000 hours on it, currently uses a quart of oil when it is used for an 8 hour period and the mower deck is getting thin. We received one bid from Ginop's Sales for a Kubota ZD1211 for the amount of \$12,400.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement. We will keep the current mower as a back up.

2016-08-101
Moved by Towne
Second by Sansom

To approve to award the contract for the purchase of the 2016 Kubota ZD1211 Zero Turn mower to Ginop's of Alanson in the amount of \$12,400.00 and authorize the City Manager to execute the required documents

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Good of the Order

Mayor Pro-Tem Towne thanked everyone that supported the recent Relay for Life.

**CLOSED SESSION
MOTION**

2016-08-102
Moved by Neidhamer
Second by Towne

To approve the request of the City Manager to go into closed session to consider a periodic personnel evaluation of a public officer as provided in MCL 15.268 (a) of the Michigan Open Meetings Act (PA 267 of 1976 and consider the purchase of real property as provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976 at 1:32 p.m.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

**RETURN TO OPEN
SESSION
MOTION**

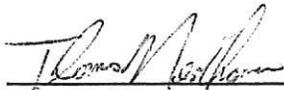
2016-08-103
Moved by Neidhamer
Second by Conklin

To return to open session at at 4:45 p.m.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

ADJOURNMENT

Motion by Mayor Neidhamer seconded by Commissioner Sansom to adjourn the Regular City Commission meeting of Tuesday, August 23, 2016 at 4:45 p.m.


Tom Neidhamer
Mayor


Cindy Grice
Clerk / Treasurer