



BOYNE CITY  
CITY COMMISSION  
SPECIAL MEETING  
City Commission Chambers  
319 N. Lake Street  
Friday, December 7, 2018 at 1:00 p.m.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. CONSENT AGENDA
  - A. Approval to change the date of the December Board of Review from December 11 to December 12 and authorize the City Clerk / Treasurer to execute the documents
4. NEW BUSINESS
  - A. Confirmation of New DPW Superintendent  
Consideration to confirm the recommendation of the City Manager to appoint Tim Faas as the DPW Director for the City of Boyne City
5. ADJOURN

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**CITY OF BOYNE CITY**

**To: Michael Cain, City Manager** *Mc*

**From: Cindy Grice, City Clerk/Treasurer** *CG*

**Date: December 4, 2018**

**Subject: Change of December BOR date**



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Tuesday, December 11, 2018 is the date designated by Michigan Statute for the Board of Review to meet to make clerical corrections to the tax roll. With the passing of Board of Review member Oral Sutliff, we would still have the two members to make a quorum for the board to take action on any petitions this December. However, one of our members is unable to attend on Tuesday. Although set by statute, this date can be changed with approval of the governing body of the City.

Therefore, I am requesting authorization to change the date of the 2018 December Board of Review from December 11, 2018 to December 12, 2018. I have attached a proposed resolution authorizing this change. If approved, the time of the meeting will be posted per the Open Meetings Act requirements.

## Resolution to Set an Alternate Date for the December Board of Review

WHEREAS, Section 53b of the General Property Tax Act, MCL 211.53b, requires a Board of Review that meets in July to meet on Tuesday following the third Monday in July, and a Board of Review that meets in December to meet on the Tuesday following the second Monday in December; and

WHEREAS, Public Act 122 of 2008, effective May 9, 2008, allows an alternate July Board of Review meeting date during the week of the third Monday in July; and an alternate December Board of Review meeting date during the week of the second Monday of December; and

NOW, THEREFORE, BE IT RESOLVED that (Wednesday December 12<sup>th</sup>) of the week of the second Monday of December have been selected as the meeting days of the 2018 Board of Review by the Boyne City Commission on December 7, 2018.

The foregoing resolution offered by Commission Member \_\_\_\_\_.

Second offered by Commission Member \_\_\_\_\_.

Upon roll call vote the following voted "Yes": \_\_\_\_\_  
(list names of members voting "yes")

"No": \_\_\_\_\_  
(list names of members voting "no")

The Clerk declared the resolution adopted.

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

Date: \_\_\_\_\_



# City of Boyne City

**MEMO**  
Agenda Item 4A

Date: December 6, 2018  
To: Mayor Neidhamer and the Boyne City City Commission  
From: Michael Cain, City Manager   
Subject: Director of Public Works Confirmation

Pursuant to section 5.10(c) of the Boyne City Charter I am pleased to present Tim Faas to the City Commission for confirmation as our new Director of Public Works.

The position was publically advertised in several sources. Mr. Faas was selected out of pool of 27 applicants for the position. Interviews were conducted with five of the applicants before a panel. The panel consisted of Joe Duff, Gaylord City Manager, Tom Richards, City Manager of Harbor Springs and myself.

The interviews all went very well and we had some very good candidates. The consensus was that Mr. Faas was the lead candidate.

Background checks were done on Mr. Faas including reference and non-reference discussions with people he has worked with as well as financial, criminal, and other checks. He also underwent a physical. All came through clear.

I have enclosed for your review a copy of Mr. Faas's resume. His extensive Public Works, engineering and professional and leadership service and network affiliation should serve him well as Boyne City's Director of Public Works. His recreational interests and experience should be of assistance as we seek to strengthen our performance in that area.

Mr. Faas will receive salary of \$60,000 per year, and three weeks of paid vacation per year for the first two years in addition to the other standard City benefits. Mr. Faas will serve as an at will employee.

I believe Mr. Faas will make a fine Director of Public Works for the City of Boyne City and build on the foundations our departments have.

Mr. Faas will be available to meet individually with City Commissioners beginning at 12:30 p.m. on Friday, December 7<sup>th</sup> in the Parkview room prior to our 1:00 p.m. meeting. I expect to be back from the funeral by that time.

Mr. Faas is prepared to begin work for us on Wednesday, January 2<sup>nd</sup> 2019 after confirmation by the Boyne City City Commission.

**RECOMMENDATION:** That the City Commission confirm the appointment of Tim Faas as Director of Public Works for the City of Boyne City as outlined above.

**OPTIONS:**

- Postpone further action for additional information or review
- Some other action as determined as appropriate by the City Commission.
- Deny the request.

## ***Tim Faas, P.Eng.***

### **EMPLOYMENT PROFILE**

#### **Canton Township, 2003-present**

Municipal Services Director

- Oversee the provision of services by the following Divisions (Public Works, Engineering Services, Planning Services, Building & Inspection Services) with a customer service focused approach.
- Major services include: water system maintenance, sewer system maintenance, storm water system maintenance, solid waste collection & disposal, street sweeping, weed cutting, right-of-way mowing, building facility improvements, fleet services, emergency management, asset management, technology deployment, engineering services, sidewalk replacement, some road system maintenance, building plan review, building inspection, State building code compliance, site plan review, zoning code & ordinance enforcement, community master planning, landscape design and inspection, roadway access management, etc.
- Prepare and allocate resources for the Five (5) Year Capital Improvement Program (CIP) including roads, sanitary sewers, water, fleet, sidewalks and building facilities.

#### **Western Townships Utilities Authority (WTUA), 1996-2003**

Operations Director

- Oversaw the provision of services for the regional authority established by Canton, Plymouth & Northville Townships under a unique contracted operations service model.
- Services included wastewater collection, wastewater pumping storage and transportation, wastewater treatment under contract with other parties, grounds & building facility maintenance and yard waste composting.

#### **City of Windsor, 1989-1996**

Assistant Director of Public Works Operations & Technical Services Manager

- Second in-charge of daily operations including road system maintenance, sewer system maintenance, storm water system maintenance, solid waste collection transfer & disposal, inert landfill operations, street sweeping, litter control, weed cutting, building facility maintenance, fleet services, emergency management, asset management, technology deployment, etc.
- Managed the Traffic Signal Operations Division 1989-1990.

#### **R. Meo & Associates - Consulting Engineers, 1986-1989**

Project Coordinator/Professional Engineer

- Conducted hydraulic studies, designed infrastructure (roads, water, sewer, storm water), prepared reports, inspected construction, performed survey work, managed CAD design staff.
- Assisted with the supervision of the office staff and field survey and inspection staff.

## **ACADEMIC & PROFESSIONAL PROFILE**

**B.A.Sc. - Civil Engineering, University of Windsor, Ontario, Canada**

**Diploma - Construction & Civil Engineering, St. Clair College - Windsor, Ontario, Canada**

### **Professional Licenses**

Registered Professional Engineer (P. Eng.) Civil - Province of Ontario

### **Professional Certifications**

Michigan Grade IV - Sanitary Sewer Collection Systems Operator (highest level)

### **Professional Organizations**

American Public Works Association (APWA)

American Water Works Association (AWWA)

Solid Waste Association of North America (SWANA)

Water Environment Federation (WEF)

Michigan Water Environment Association (MWEA) - Collection Systems Committee

### **External Organization & Committee involvement**

Alliance of Rouge Communities (ARC) - Past Chairperson/Member

GLWA/DWSD Technical Advisory Committee (TAC) - Past Suburban Co-Chair/Member

MiWARN - Co-chair of State Committee on mutual aid for Public Works & Utilities

SEMCOG Transportation Advisory Council - Township Alternate

SEMCOG General Assembly - Township Alternate

WTUA Planning Committee - Member

### **Internal Committee Involvement**

Executive Leadership Group (ELG) - Member

Economic Development Liaison Team - Member

Information Technology Steering Committee - Member

Ford Road Access Management Committee - Chairperson

Storm Water Operations Committee - Member

Asset Management Committee – Past Chairperson/Member

Fleet User Committee - Chairperson