



City of Boyne City

Founded 1856

319 N. Lake Street

Boyne City, Michigan 49712
www.boynecity.com

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**BOYNE CITY
CITY COMMISSION SPECIAL MEETING
Boyne City Hall
319 North Lake Street
Tuesday, February 14, 2012 at 5:30 p.m.**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)
4. NEW BUSINESS
 - A. Request of the City Manager to go into closed session to consider strategy connected with the negotiation of a collective bargaining agreement as provided in MCL 15.268 (c) of the Michigan Open Meetings Act (PA 267 of 1976)
5. ADJOURNMENT

Individuals with disabilities requiring auxiliary aids or services in order to participate in municipal meetings may contact Boyne City Hall for assistance: Cindy Grice, City Clerk/Treasurer, 319 North Lake Street, Boyne City, MI 49712; phone (231) 582-0334



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Click on ' Minutes and Agendas ' on the left of the homepage and follow the links to
City Commission Agendas/Agenda Packet*



**BOYNE CITY
CITY COMMISSION REGULAR MEETING
Boyne City Hall
319 North Lake Street
Tuesday, February 14, 2012 at 7:00 p.m.**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. CONSENT AGENDA
The purpose of the consent agenda is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item(s) on the consent agenda be removed and placed as the last item under new business to receive full discussion. Such requests will be automatically respected.
 - A. Approval of the January 24, 2012 regular City Commission meeting minutes as presented
 - B. Approval of the February 7, 2012 Joint Board and Commission meeting as presented
 - C. Appointment of Kelly Bellant to the EDC board to an unexpired term ending March 11, 2016
 - D. Appointment of Kelly Bellant to the LDFA board to an unexpired term ending March 11, 2014
 - E. Appointment of Ralph Gillett to the EDC board with a term to expire March 11, 2014
4. HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)
5. CORRESPONDENCE
 - A. Correspondence from Nancy and Robert Quirk regarding Kirtland Products
6. CITY MANAGER'S REPORT
 - A. Grant Award Presentation
7. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES
 - A. Draft Minutes of the January 5, 2012 Main Street Board Meeting
 - B. Draft Minutes of the January 16, 2012 Economic Development Corporation Meeting
 - C. Draft Minutes of the January 16, 2012 Local Development Finance Authority Meeting
 - D. Draft Minutes of the January 16, 2012 Planning Commission Meeting
 - E. Draft Minutes of the January 26, 2012 Airport Advisory Board Meeting
8. UNFINISHED BUSINESS
 - A. Kirtland Products
Discussion and Review

- B. Siren Usage Follow-up
Consideration that the City maintains the 10:30 p.m. nightly siren sounding and begins a six month test of not using the siren during fire runs with the City Manager being authorized to terminate the test and report the termination to the City Commission if serious problems arise.

9. NEW BUSINESS

- A. Negotiation Update
Update and consideration of review of Collective Bargaining Agreements
- B. Dredging Resolution
Consideration of support to regain and target federal funding for the purpose of dredging in our Great Lakes harbors and authorize the City Manager and Harbor Master to execute the necessary letters and resolutions communicating that action

10. GOOD OF THE ORDER

11. ANNOUNCEMENTS

- The next regular City Commission meeting is scheduled for Tuesday, February 28, 2012 at noon
- The Presidential Primary will be on Tuesday, February 28, 2012. Polls will be open at City Hall from 7:00 a.m. until 8:00 p.m.

12. ADJOURNMENT

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CONSENT AGENDA

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**JANUARY 24, 2012
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 JANUARY 24, 2012

CALL TO ORDER

Mayor Ron Grunch called the meeting to order at noon followed by the Pledge of Allegiance.

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

Staff: Scott McPherson, Andy Kovolski, Michael Cain, Barb Brooks, Dan Meads, Craig Remsberg, John LaMont, Keith Hausler and Karen Seeley

Others: There were 10 citizens in attendance, including representatives from the Petoskey News Review and Charlevoix County News

**CONSENT AGENDA
MOTION**

Commissioner Gayord asked for his motion to be clarified in the January 10, 2012 minutes. The motion regarding the electric gate system at the North Boyne Yard. The motion read "and install an electric gate system at the entrance that will limit a access to the yard". Should read "and install an electric gate system around the equipment and storage area".....

2012-01-005

Moved by Sansom
Second by Towne

2012-01-005A

Approval of the January 10, 2012 regular City Commission meeting minutes as amended

Ayes: 5

Nays: 0

Absent: 0

Motion carried

CITIZENS COMMENTS

John McCahan, city resident, clarified that he had provided Traverse City's noise ordinance to the City Commission at the last meeting. He proposed it as a model for Boyne City. He asked Scott McPherson what would be the next step and was informed that he has no plans to investigate a noise ordinance unless directed to do so by the City Commission. Mr. McCahan is requesting the City Commission direct city staff to investigate.

CORRESPONDENCE

Invitation from the Northwest Michigan Council of Governments to attend a regional transportation planning meeting
Correspondence the City of Grand Haven requesting support of federal funding of dredging Michigan Harbors along the Great Lakes
MML Capital Conference, Wednesday March 21, 2012, Early Registration ends Thursday February 23, 2012
Solar Training Webinar regarding installing Solar on Municipal Facilities will begin at 1:00 pm today

CITY MANAGERS REPORT

City Manager Cain reported:

- Absentee Ballots are now available for the February 28th Presidential Primary Election. A voter can only vote Republican or Democratic and must select one when they fill out their application.

- The City has been advised that we were not successful in our efforts to obtain a FEMA grant of about \$183,000 to purchase a new ambulance.
- The SOBO Arts Festival is looking for additional revenue sources to help fund the annual SOBO Arts Festival. The committee is in the process of completing a grant to the Great Lakes Energy People's Fund for \$1000, this will help their overall budget of \$3000, this project is being coordinated with the Main Street Program
- Despite the warm weather and rain both ice rinks in the City remain open and operational for free skating.
- The company doing the Soil Borings around the City Hall was back today to finish their work. We anticipate having results by our next City Commission meeting.
- Kirtland Products is closed today so they can install two new mufflers for their stacks. After the mufflers are installed they hope to return to two shifts operating roughly between 6am and 11pm weekdays.
- The second phase of the City's Goal Setting process will go live this afternoon with surveys available on the internet from the City's website or by paper survey available at City Hall, the Library, the Chamber of Commerce and Glen's. This will be open until Monday, February 6th at noon, when all surveys are due. We anticipate having preliminary results available in time for Tuesday, February 7th's Joint Board and Commission Meeting.
- City Manager will be out of the office for a good part of next week for a MLGMA meeting in East Lansing.
- Experimenting with an electronic agenda process for today's meeting. These will be PDF packets; can be used with laptops, Kindles or smart phones. This will improve communication with our citizens as well, as they can follow along at the meetings with the entire agenda packet. And hopefully if we find a system that works and can streamline the process we could get by with a lot less paper.
- Boyne City name tags: each commissioner should have one to help identify them as City Commissioner.
- Mayor Grunch requested business cards also? We could work on that and come up with some mock copies.
- City logo shirts, all City Commissioners have had one in past, if this is something you are interested, we will talk about it in the future.

The December Financial Statement was received and filed

Consideration to approve the proposed Rental Rehabilitation Program Grant Request as proposed by Northern Homes to hire them as an independent contractor to apply for and manage the proposed \$70,000 MSHDA grant to improve the property at 310 South Lake Street, as approved by the Planning Commission, plus \$8,800 in administrative and soft costs.

City Manager Cain explained that the project calls for the creation of two apartments in the existing attic of the building. The project was reviewed

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

**GRANT OPPORTUNITY
Rental Rehabilitation
Program Grant Request**

and approved by the Planning Commission at their January 16th meeting. The project involves no financial contribution from the City, however, like the façade projects downtown, the grant must be applied for by the City who will be ultimately responsible for its proper implementation. That is what we would be hiring Northern Homes to oversee. We have had past experiences working with Northern Homes and we have been very pleased with the results.

Ken Kruzel, property owner, stated currently he has three apartments in the building and is looking to add two more.

Jane MacKenzie, Executive Director, Northern Homes Community Development Corporation explained that MSHDA will fund 75% of the project cost up to a maximum of \$35,000 for each new unit. The owner must commit 25% of their own funds. A five year lien is placed on the property, and the MSHDA funds are forgiven at the end of five years as long as the property owner meets the terms and conditions of the lien. Only one apartment will be income restricted with the Fair Market Rent as set by HUD, adjusted for tenant paid utility allowances, set by MSHDA.

Staff comments: None

Board deliberations: Mayor Pro-Tem Towne said we have used Northern Homes before on other projects and he's happy with that, he is also happy that there is no financial contribution from the city. It was checked out by the Planning Commission and I'm good with it.

Commissioner Gaylord: Commented that there was not a whole lot of information provided and has a few questions: Has the city been involved with this type of project before? No, but we have done similar projects with the façade improvement grants in the downtown. If only one of the apartments is income restricted does that mean that anyone of any income can rent the other apartment? Yes. Who would be subsidizing the other? There is no rental subsidy that goes with it; Mr. Kruzel agrees to lower the rent on the other apartment, which is a lien restriction on the property for five years. For a two bedroom apartment, it will be \$633 per month, including utilities. Commissioner Gaylord asked Mr. Kruzel if these two apartments are next to each other and one is only paying \$633 and the other is higher how will does that work? There will be five apartments total, of different sizes and each of them will have a different rate. Any data on the low income housing needs? The data that we have was gathered before the market collapsed. Commissioner Gaylord said he is concerned about how this will affect other businesses downtown that did not receive a grant. Ms. MacKenzie explained that there was only one other business downtown that met MSHDA's criteria, and they didn't want to work with MSHDA. Mr. Kruzel said there is a second part of this also, you are revitalizing the downtown area and allowing the possibility for people to walk to work. I had empty space and there were grant monies available to do it. Without the grant, there would be no way this would be possible.

Commissioner Sansom: It's really nice to have a mix of apartment's downtown and to have people live, work and shop downtown. It's great that the grants are available for that process. Commissioner Sansom asked Ms. MacKenzie if these grants are available on a yearly basis and

to the same community, or do they just select one community and rotate?
How much money is available through this program?

I'm sure MSHDA's budget has caps for this program. But if we feel we have someone that meets their criteria, we ask them to come up and take a look at it. If someone in the future or even yet this year feels they want to apply, they can do so. That is what we hope happens, once the word gets out.

City Manager Cain explained it's really great that someone like Mr. Kruzel stepped up to lead the way on this project and it may encourage others to do the same. Also, there has been a question if Mr. Kruzel doesn't finish this project, is there any way the City would be stuck with this? Yes, if he doesn't finish the project. Mr. Kruzel stated that he has a letter of credit from the bank stating the funds are there to finish the project, which he needed to satisfy MSHDA. Commissioner Sansom: I'm good with it. Commissioner Neidhamer: I'm good with it. This is a good example of State money being used for the right purpose of helping locals. I would support a motion to approve.

Mayor Grunch: The low rental apartment, would they be able to use a HUD voucher issued by the Housing Commission? Yes, they can be used for any of Mr. Kruzel's apartments.

MOTION

2012-01-006

Moved by Neidhamer

Second by Towne

To approve the proposed Rental Rehabilitation Program Grant Request as proposed by Northern Homes to hire them as an independent contractor to apply for and manage the proposed \$75,000 MSHDA grant to improve the property at 310 South Lake Street, as approved by the Planning Commission, plus \$8,800 in administrative and soft costs.

Ayes: 4

Nays: Gaylord

Absent: 0

Motion carried

Planning Commission Ordinance

Consideration of first reading of a Planning Commission Ordinance amendment and schedule a second reading to be held on February 28, 2012.

Planning Director Scott McPherson: In 2008 the revised Michigan Planning Enabling Act was signed into law. The Act consolidated and replaced the County, Township and Municipal enabling acts. One of the changes included in the new act was the requirement that all municipalities must have an ordinance to establish and regulate the Planning Commission. While the City does have an existing Planning Commission Ordinance in place, it is being recommended that a new ordinance be adopted to incorporate several changes and make it consistent with the new act. One significant change in the act is the requirement for representation of a city commission member on the Planning Commission. In the old act this representation was mandatory; the new act has changed this to be discretionary. In the draft ordinance provided, the appointment would be a discretionary appointment made at the pleasure of the Mayor and City Commission. The proposed amendment is being presented to the City Commission at the January 24,

2012, for a first reading. As required by the Boyne City Charter, ordinance amendments cannot be adopted until at least one month after the meeting it is introduced. At its last meeting, the Planning Commission reviewed the ordinance and recommended its approval. If you choose to pursue this act, we can set it for a second reading on February 28th.

Staff comments: None

Board Deliberation: Commissioner Gaylord: The copy I received did not have a copy of the comparative language or the language that will be stricken. I would like to see that before I vote on this. Does the existing board meet the requirements in the current act? Yes, a year ago we reviewed the Planning by-laws and looked at those specific requirements. The Planning commission consists of nine members appointed by the Commission. These are three year terms with staggered appointments. One member may be a member of the City Commission and serve as an ex-officio with full voting rights, at the Commissions discretion, if you don't want to elect a member of the Commission to Planning that is the Commissions decision. I am not opposed to having a member of the City Commission on the Planning Commission; I am opposed to them having voting rights at the Planning level then at the Commission level. This is not a liaison situation, it's a voting member. Mayor Grunch stated that the Commissioner could recuse himself if there was a conflict. This is just the first reading, this gets the process started. City Manager Cain explained that if there are some changes the Commission requires, it can be done before the final adoption.

Mayor Grunch: Commissioner Gaylord makes some good points; I would have liked to have seen the comparative language also.

Commission Sansom: Right now, anyone off the City Commission on another board has voting rights correct? Yes. I'm good with the first reading at this point.

Gaylord moved

To table this for further discussion prior to accepting the first reading.

Mayor Pro-Tem Towne: I'm good with it

Commissioner Neidhamer: Disagrees with Commissioner Gaylord and feels that the Commissioner should be a voting member of Planning Board. As liaison, I am only one of nine board members. I don't think any of us would want to put the time in and research to be on a board, then not have voting power. City Manager Cain, we did have an issue with this on the ZBA and changed the ordinance to reflect that, but to my knowledge this has never been a problem at the Planning level. It may help if we bring back the notes and correspondence with the city attorney at that time to help you clarify things, before the final reading.

Mayor Grunch: This is a draft and the first reading, and staff will have a month to bring back the information we need for clarification. The purpose of this is to fulfill the state requirement.

City Manager Cain clarified that to "table" a subject there is no date certain to bring it back. The City Clerk would prefer that you make a motion to postpone something to a date certain.

Commissioner Sansom: If we go to a second reading we could postpone to a date certain or deny at that meeting? Correct

Commissioner Gaylord stated the he just received this information on Friday.

Moved by Gaylord

To postpone the first reading until the February 14th meeting

Commissioner Neidhamer stated that he has been on the Planning Commission for twenty years and has a lot to offer, but if you take away voting rights, for anyone on any board, you lose the incentive to stay on the board.

Commissioner Sansom asked for clarification that if there were a conflict of an issue, couldn't the board ask the commissioner to abstain from voting? City Manager Cain replied there could be an instance that the board member may want to request permission from the board to abstain from voting if he/she feels it would be conflict of interest. We would have to consider this on a case by case basis, and maybe with guidance from the City attorney. Commissioner Gaylord stated that his motion on the table is in no way calling into question Commissioner Neidhamer's ability to sit on the Planning Board. We may not feel it is a conflict of interest at the time; however down the road it may have the appearance of such.

2012-01-007

Moved by Neidhamer

Second by Towne

MOTION

To accept the first reading of the Planning Commission Ordinance amendment as presented.

Ayes: 4

Nays: Gaylord

Absent: 0

Motion carried

Scott McPherson, Planning Director explained as required by the Michigan Planning Enabling Act, the Annual Planning report was submitted and reviewed with the Commission. This is informational only.

**Planning Commission
Annual Report**

Consideration to approve an all day Budget Work Session to be held on Tuesday, March 20, 2012 at 8 am and also Tuesday March 27, 2012 at 8 am for an additional Budget Work Session if necessary or other dates / times suggested by the City Commission

**Schedule Budget
work-sessions**

Board deliberation: Commissioner Neidhamer stated that he will be out of town for the meeting March 27, 2012.

Commissioner Sansom suggested March 22 as an alternate date.
All commissioners fine with the dates.

2012-01-007

Grunch moved

Gaylord seconded

To approve all day Budget Work Sessions to be held on Tuesday, March 20,

2012 at 8 am and Tuesday March 27, 2012 at 8 am with the addition of
March 27, 2012 at 8 am

Ayes: 5
Nays: none
Absent: 0
Motion carried

Barb Brooks, Executive Assistant and web site coordinator explained that in 2010 the City Commission approved the funds to upgrade the City's current website. In the spring of 2011, the City's Main Street program received a grant from the Michigan Main Street through the Historic Trust to have a branding expert work with Main Street to come up with an overall brand that can be used to promote the City's Main Street program. At that time, staff put the City's website upgrade and designs on hold to see if anything came out of the process that Main Street was going through that we may want to incorporate with ours. Last fall, representatives from Gaslight Media were brought back into the mix to revisit the City's proposed upgrades and come up with something we want to move forward with. She shared templates and slides with the board of both the Main Street's branding and the proposed look of the City's site.

City Website Update

Citizen Comments: Martha Radcliff from Senator Howard Walker's office stated how user friendly the City's web site is. She stated that she visits a lot of web sites and this was the best one to navigate through by far.

Ken Allen: Maybe you could be an influence on the County's web site. Theirs is not user friendly at all.

Commissioner Gaylord asked if the new tag line "Where life meets lake" replace "Hometown feel, small town appeal?" No
All the commissioners thanked the Barb and the committee members for a job well done. All were in full support of the changes and direction the website is going.

Commissioner Sansom: I went up by Kirtland products this morning, I don't know if the new mufflers were on or not but they still seem pretty noisy.
Commissioner Gaylord: It has been brought to my attention that the County is looking at sharing assessors with other counties and we would be on our own. What would be our direction? City Manager Cain said he needs to know where the county is with this process and he will check into it.
Mayor Grunch: We just discussed the Amendment to the code of ordinances to be brought back for a second meeting. Will it be possible to receive copies that will be presented prior to the agenda packets? Yes, we will try to get them to you for your review one week prior to the meeting.

Good of the Order

Moved by Mayor Grunch, seconded by Commissioner Sansom to adjourn the regular City Commission meeting of Tuesday, January 24, 2012 at 2:04 p.m.

ADJOURNMENT MOTION

Ron Grunch
Mayor

Karen Seeley
Deputy Clerk

**FEBRUARY 7, 2012
JOINT BOARD AND
COMMISSION MEETING**

RECORD OF THE PROCEEDINGS OF THE JOINT BOARD AND BOYNE CITY COMMISSION MEETING DULY CALLED AND HELD AT BOYNE CITY HALL, 319 NORTH LAKE STREET, ON TUESDAY FEBRUARY 7, 2012

CALL TO ORDER

Mayor Ron Grunch called the meeting to order at 6 p.m. followed by the Pledge of Allegiance.

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

Staff: Scott McPherson, Andy Kovolski, Michael Cain, Barb Brooks, Craig Remsberg, Shannon McMaster, Hugh Conklin, Brenda Thompson and Cindy Grice

Others: There were 25 citizens in attendance, including a representative from the Petoskey News Review

Clerk/Treasurer Grice also called roll of members present from City Boards and Commissions as follows:

AIRPORT ADVISORY BOARD: Richard Bouters, Roger Reynolds and Oral Sutliff

EDC / LDFA: Ralph Gillete and Michael Cain

PLANNING COMMISSION: Tom Neidhamer, George Ellwanger and Gretchen Crum

ZONING BOARD OF APPEALS: Bob Carlile

COMPENSATION COMMISSION: Cindy Grice

ELECTION COMMISSION: Cindy Grice

HISTORICAL DISTRICT: Marie Sheets

HISTORICAL COMMISSION: Laura Sansom

BOYNE CITY HOUSING COMMISSION: Brenda Thompson

MAIN STREET: Hugh Conklin, Bob Carlile, Michael Cain

PARKS & RECREATION: Paul Nicholls

BOARD OF REVIEW: Oral Sutliff

CREATING ENTREPRENEURIAL COMMUNITIES: Jim Baumann, Michael Cain, Bob Carlile, Ron Grunch, Hugh Conklin

Mayor Grunch welcomed Sheri McWhirter from the Petoskey News Review.

Barb Brooks presented a preliminary summary of the Goal Setting meeting and survey results. There were 427 responses to the survey which was an increase over the 2010 survey. These preliminary results to now show the list of the three items that respondents felt were important. City Manager Cain added that the final survey and goal information will be presented no later than the February 28, 2012 City Commission meeting. This data is not available on the City's website and

CITY FACILITY UPDATE

City Manager Cain discussed how City facilities became a higher priority last year. In 2007, a firm was hired for background data on the municipal facilities. The current EMS housing situation that was a temporary solution needs to be addressed. The City Commission wanted to look at permanent solutions. They started looking at the Federal Screw building which is no longer available to the City. Our EMS staff feels that

their location should be north of the Boyne River. The Fire Department staff prefers the north side or center of town, or to stay at their current location. The DPW would like to go to the North Boyne site. We have also looked at combining the DPW facilities with the wastewater facility but that would be a very expensive solution.

The minimum cost is \$850,000 for the DPW, EMS & Fire facilities and preliminarily, \$3,000,000 for DPW, FIRE, EMS and City Hall. Our financial situation is in good shape, but remains guarded. We are facing challenges from the State. Also, new discussions on personal property taxes could have an effect on us of about \$185,000 per year. We are still strong, but have other wants and needs. As a City Manager, the operational preference is to take care of the public needs before ourselves with infrastructure, equipment and roads. Our existing facilities are dated but serviceable. There is nothing in the near future forcing us to do anything. Our current facilities are presentable and functional.

This current City Hall building was designed and built for other uses. It is very confusing. Changes were made to solve immediate needs. There are a lot of different ways to use this site and facility. It is not the most energy efficient building.

It would be at a City Manager's advantage to have all departments on one central campus. There is more efficiency to be gained by being in one place. Space would be shared. This can be done in a phased, orderly approach.

Currently every space in our DPW facilities is used and filled by equipment. Vehicles have to be moved to allow other equipment out. Staff makes it work. Currently, there is no way to bring EMS back on site. We looked at all City owned property. Private property would have to come off the tax roll. Sites are currently housing jobs or opportunities for future jobs. A past goal has been to move City facilities off the waterfront.

City Manager Cain presented several options of expanding the current site. View shed preservation is a serious consideration. The City Commission previously authorized staff to have soil borings of this site and results have not been received yet.

City Manager Cain added we are stewards of the people's resources. There are opportunities to improve how our facilities interact. We should find a balance.

Mayor Pro-Tem Towne stated he feels we should keep moving forward, but in phases. Roger Reynolds inquired if there has been an appraisal of this property and was informed there has not. The public would like the City to acquire more water front, not less.

City Manager Cain said the next step after receiving soil boring results is to expand this information to the entire community.

Mayor Grunch said we have a lot of talent in this community for ideas.

City Manager Cain said staff is currently in the budget process for FYE 2013. The budget will be presented to the City Commission at their March 13, 2012 meeting. If any boards have ideas, please get them to staff.

Property taxes should be stable. The biggest wildcard is State revenues and personal property taxes. Boyne City is still very fiscally sound. We are open to any suggestions or comments. Boyne City has been fortunate to get grants. We are getting more aggressive with smaller grants. Barb Brooks and Shannon McMaster do a wonderful job pulling grant applications together.

City Manager Cain said we are going more electronic with our agendas and packets trying to reduce the amount of paper used.

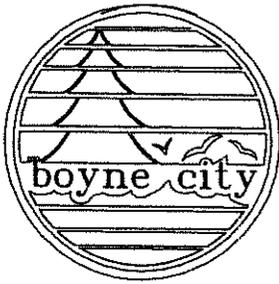
Mayor Pro-Tem Towne said he has gained a lot of respect for the volunteers who served on the boards and commission and offered his thanks to them.

**ADJOURNMENT
MOTION**

Moved by Mayor Grunch, seconded by Mayor Pro-Tem Towne to adjourn the Joint Board and City Commission meeting of Tuesday, February 7, 2012 at 7:18 p.m.

Ron Grunch
Mayor

Cindy Grice
Deputy Clerk



MEMO

City of Boyne City

To: Michael Cain, City Manager *Mc*
From: Karen Seeley
Date: February 10, 2012
Re: Board Appointments

At the January 16, 2012 Economic Development Corporation (EDC) meeting a motion was made to recommend the City Commission appoint Kelly Bellant to the EDC board to filling the unexpired term of Jim Howell, to March 11, 2016.

They also made the recommendation that the City Commission appoint Kelly Bellant to the LDFA (Local Development Finance Authority) to fill the unexpired term of Jim Howell, expiring March 11, 2014.

At the same meeting, the Economic Development Corporation (EDC) board made the recommendation that the City Commission reappoint Ralph Gillett to the EDC board for a term expiring March 11, 2018.

HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)

February 7, 2012

City Commission

319 N. Lake St.

Boyne City, Mi. 49712

Dear Commissioners:

Several years ago we purchased a condo at Harborside in Boyne City. Although it is a vacation home and our fulltime residence is in Northville, we try to enjoy it as often as possible. We could have purchased a home anywhere in Michigan; however, we specifically selected our condo because of its location, the waterfront charm of Boyne City. It has come to our attention that that charm might be in serious jeopardy because of the location of the new pellet factory. We are very concerned about reports of smoke and offensive odor emanating from that factory. It seems inconceivable that such an industrial plant should be located one block from schools and homes, and we believe the industrial park was set up for LIGHT industry. We are hopeful that, even at this point, something might be done to rectify this situation. Because of a previous commitment, we are unable to attend the Boyne City Council Meeting scheduled for February 14th but we would like to go on record, through this letter, voicing our serious reservations concerning the pellet factory . Please do not let Boyne City be forever ruined by this new industry!

Sincerely,

Nancy Quirk



Robert Quirk



Unit 102 Harborside, Boyne City

46800 Seven Mile, Northville

CITY MANAGERS REPORT



Grand Traverse Band of Ottawa and Chippewa Indians

Established
1980

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES



Scan QR code or go to
www.gov.boynecity.com
 Click on minutes & agendas

Approved: _____

**Meeting of
 January 5, 2012**

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY, JANUARY 5, 2012 AT 8:30 A.M. IN THE COMMISSION CHAMBERS AT CITY HALL, 319 NORTH LAKE STREET

Call to Order

Chair Lenhart called the meeting to order at 8:30 a.m.

Roll Call

Present: Jodie Adams, Kathy Anderson Mike Cain, Bob Carlile, Michelle Cortright, Larry Lenhart, and Rob Swartz

Absent: Pat O'Brien (arrived 8:37 a.m.), and Robin Berry Williams (arrived 8:31 a.m.)

Meeting Attendance

City Staff: Main Street Manager Hugh Conklin, Assistant Planner/Zoning Administrator, Shannon McMaster, Barb Brooks, and Recording Secretary Karen Seeley

Public: There were five people in attendance

**Approval of Minutes
 MOTION**

Adams moved, Cortright seconded, to approve the December 1, 2011 regular meeting minutes as presented.

Correspondence

None

Citizens Comments

Chamber Director Jim Baumann reminded the board of the annual meeting at Boyne Mountain on January 19th.

**Main Street Committee
 Reports**

Main Street Manager Conklin reported on:

- **Promotions:** The committee is working on expanding Winterfest, held the weekend of February 4, to include Cross Country ski races, snowshoe walks, snow sculptures, and to expand it to Avalanche Preserve on Saturday and the new preserve on Old Horton Bay Road on Sunday for more activities.
- **Design:** Minutes of the December 12 meeting were included in the packet. The ice rink is installed, (frame up) just waiting for three –four days of high teens to be able to get enough ice. Café Sante raised \$3600 for the ice rink; Catt Realty donated \$500 and the Rotary donated \$200.

- **Farmers Market:** The Winter Market had a successful couple of months and twelve – fifteen vendors have committed to continuing the market until the snow melts and the market moves back to Veterans Park. The winter market is managed by Waneta Cook of Cook Family Farm. The application deadline for the market manager position is Friday, January 6. The farmers market committee hopes to have the position filled by the end of the month. The Parks and Recreation Commission has approved making Veterans Park the permanent home of the market for the outdoor season.
- **Organization:** The committee reviewed board applications, worked on updates for the vision and mission statements and discussed the Main Street office.

Team Boyne-Creating Entrepreneurial Communities (ER Committee): Chris Bandy, new owner of Local Flavor, and Sean Pollion, executive director of the North Central Michigan College Foundation, were guests at the December meeting. Also discussed were the noise issues associated with the startup of Kirtland Products.

Managers Report

Main Street Manager Conklin reported on:

- Conklin and Swartz had a conference call December 13 at 8:30 a.m. with the Michigan Main Street Program regarding our Main Street accreditation. They stressed that an updated Vision and Mission Statement is very important.
- The BBQ moved to Little Lena's and its former location is for sale as well as the Parkside Grill
- The owner of the Lake Street Mall parking lot has agreed to let that area be used for snowmobile parking.
- There has been little progress on the Dilworth
- Reminded the board of the City-wide goal setting, Thursday, January 12, at 6:00 p.m., St. Matthews Parish Hall

New Business

Boyne City Main Street Brand: The board reviewed the Boyne City Main Street Brand and discussed the overall concept with the members of the branding committee that were present. Main Street Manager Conklin explained that they are now at a place where they are in need of funds to continue. Cain moved Cortright seconded PASSED UNANIMOUSLY to approve \$600 for hosting fees to Cindy Williams Design and professional tech service for one year, and up to \$1500 to assist with populating the site and to get it up and running. The board thanked the committee for their time and hard work

MOTION

Update Vision and Mission Statements: In the recent year-end evaluation by the Michigan Main Street Program, it was strongly recommended our program's vision and mission statements be updated. The process to update them began during our 2010 board retreat but no formal action was taken during the past year. A draft of the vision statement and mission statement were included in the agenda packet. The vision statement reflects the suggestions made by the board and reviewed by the organization committee. The mission statement is the same as the one adopted in 2008. The organization committee would like

MOTION

the board to review the vision and mission statements and comment on any changes. The board discussed getting this approved and sent to Michigan Main Street as soon as possible. After review of the document, Cain moved Adams seconded PASSED UNANIMOUSLY to adopt the Vision Statement as amended with the following changes: In the first paragraph, remove sidewalks from "Our *downtown* sidewalks will be alive". In paragraph three remove the words *continue to* from the sentence "In 2020 Downtown Boyne City's historic buildings will continue to be properly maintained.....in the same paragraph the word *all* be removed from "all new construction will be in harmony.....". The adopted Vision Statement will read as follows:

In 2020 Downtown Boyne City will continue to be the heart of our vibrant community serving as the "GATHERING PLACE" for residents and visitors alike in Boyne City. It will be a place where our more than 170 years of history is honored and built upon. It will be known for its shopping, entertainment, magnificent natural resources, positive business environment, support of the arts, entrepreneurial spirit, community cooperation, and regional collaborations. Our downtown ~~sidewalks~~ will be alive with outdoor dining, events, festivals, cultural activities for all ages, and a contagious community spirit.

In 2020, Downtown Boyne City's wireless and broadband infrastructure and its collaboration with business, government, non-profit organizations, and educational institutions will create a fertile environment for innovation and entrepreneurship.

In 2020, Downtown Boyne City's historic buildings will ~~continue to~~ be properly maintained and ~~all~~ new construction will be in harmony with the community's turn-of-the-century architecture. In-fill development will continue and downtown parking requirements will encourage a high-density and pedestrian-friendly development. The shopper's dock and city marina will be expanded making Boyne City a destination for boaters from all over the Great Lakes region. The lights of the Boyne City Theatre will shine again and will resume its place as an important source of entertainment.

The community will continue its efforts to have the first floor of all downtown buildings housing retail businesses while upper floors will be occupied by professional offices and residential apartments and condominiums. Rear facades in downtown Boyne City will be redeveloped and revitalized.

In 2020, Downtown Boyne City will contain a mix of unique locally owned and operated retail businesses to meet the needs of the community.

MOTION

Cain moved Adams seconded PASSED UNANIMOUSLY to adopt the Mission Statement as presented and make it our 2012 Mission Statement.

Board Nominations: Two four-year seats on the Main Street Board of Directors are open due to the expiring terms of Jodie Adams and Larry Lenhart. Notices of the board vacancies were published in the Chamber-Main Street e-news, local newspapers and in the city's year-end newsletter. Four applications were received by the December 16 deadline. The organization committee met on December 20th and voted to recommend Jodie Adams and Larry Lenhart be reappointed to the Main Street board for 4-year terms, pending the approval of the Boyne City Commission.

MOTION

Cortright moved O'Brien seconded PASSED UNANIMOUSLY to recommend the City Commission reappoint Jodie Adams and Larry Lenhart to the Main Street board each with a term to expire December 31, 2016.

MOTION

Boyne Thunder Resolution of Support: Boyne Thunder 2012 is scheduled for July 13 and 14. As in the past years, the Main Street Board and City Commission are being asked for their support.

Adams moved Carlile seconded PASSED UNANIMOUSLY that the Main Street Board support and endorse the Boyne Thunder 2012 event; and approve a resolution to make application to the Liquor Control Commission for a Special License for the sale of beer, wine and spirits for the consumption on the premises, to be in effect on July 13 and 14, 2012, in Veteran's Park.

Main Street-Camp Quality Boyne Thunder Agreement:

A draft of the Main Street-Camp Quality letter of understanding for Boyne Thunder was presented to the board for consideration. The original agreement for the distribution of profits from the event was for three years. Since that time, it has been renewed on an annual basis. Main Street Manager Conklin recommends this continue and the agreement be renewed for one year with no changes. This has been discussed with Eleanor West, director of Camp Quality, and she agrees. Profits will be split 70/30% with 70% going to Camp Quality and 30% going to Main Street as in past years. Swartz moved Anderson seconded that Main Street approves the letter of understanding as presented. Board discussions regarding changing the split to 60/40%, our expenses are going up. Suggestion to possibly cap the amount given to Camp Quality. All promotions are done through the City. Swartz withdraws his motion at this time. Cain moved Berry-Williams seconded PASSED UNANIMOUSLY motion to table this topic until the February meeting for further discussion.

MOTION

Main Street office: Main Street Manager Conklin shared with the board the conversation he had with Jim White regarding leasing a space for a Main Street office in the Odd Fellows Building. The location is in the heart of downtown, a historic location, with great visibility. Jim is willing to lease the space for \$300 a month including utilities, which is the same as what is paid now. There is also space for rent where the old "Logo Pros" was located next to Bob Banner's building; however, there is very little retail in that location. No action was taken. The matter will receive more review and discussion at the Organization Committee.

Charlevoix Transit Expanded Winter Bus Service: There has been a lot of discussion about having bus service from downtown Boyne City to Boyne Mountain. It is an idea that has been regularly brought up but figuring out the cost and logistics and getting the support from Charlevoix Transit has made implementation difficult. There is new leadership at Charlevoix Transit and manager Jill Drury is very willing to try expanding bus service this winter to Boyne Mountain on Saturday evenings if Main Street is willing to offer financial support to guarantee

its success. Expanded bus service will run Saturdays from 5 to 10 p.m. (Due to the changing travel habits of skiers, who are arriving later on Fridays, it was determined that Friday night may not be successful). It will leave Boyne Mountain on the hour and Boyne City on the half hour. The bus service will be free for riders both too and from the Mountain. Letters for sponsorship of \$125.00 to support the program will be going out to area retailers.

MOTION

Board discussion regarding Main Street recognition/advertising. Yes logo on the bus and signs at drop off/pickup locations. Will Main Street and the city be indemnified from any liability? Yes. Cain moved Adams seconded PASSED UNANIMOUSLY to proceed with the expanded bus service with expenses not to exceed \$2300.

Boyne Area Chamber of Commerce Visitor's Guide Ad

For the past two years, Main Street has purchased a full-page ad in the Boyne Area Chamber of Commerce Visitors Guide. The recommendation this year is to again purchase a full page ad. The cost is \$1,995, the same it has been the past two years. The content has not yet been decided but it will reflect the new brand for the program.

MOTION

Cain moved Adams seconded PASSED UNANIMOUSLY that the Main Street Board approves the purchase of one-full page ad in the Boyne Area Chamber of Commerce Visitors Guide at a cost of \$1,995.

Good of the Order

Main Street Manager Conklin gave each board member a copy of the Business Recruitment and Action Agenda Proposal for their information and review (received and filed).

**Adjournment
MOTION**

Cortright moved Cain seconded PASSED UNANIMOUSLY to adjourn the January 5, 2012 meeting of the Boyne City Main Street Board at 10:08 a.m.

Karen Seeley, Recording Secretary



Approved: _____

**MEETING OF
JANUARY 16, 2012**

**MINUTES OF THE BOYNE CITY LOCAL DEVELOPMENT FINANCE
AUTHORITY MEETING DULY CALLED AND HELD ON
MONDAY, JANUARY 16, 2012 IMMEDIATELY FOLLOWING THE
ECONOMIC DEVELOPMENT CORPORATION MEETING**

CALL TO ORDER

Chair Gillette called the meeting to order at 12:13 p.m.

OATH OF OFFICE

Recording Secretary Seeley swore in new member Josette Lory

ROLL CALL

Present: Pat Anzell, Michael Cain, Richard Copeland, Michelle Cortright, Pete Friedrich, Ralph Gillett and Josette Lory
Absent: Jim Howell

**MEETING
ATTENDANCE**

Staff: DPW Supervisor Andy Kovolski and Recording Secretary Karen Seeley
Public: None

**APPROVAL OF
MINUTES
MOTION**

Cain moved, Friedrich seconded, PASSED UNANIMOUSLY to approve the September 12, 2011 minutes as presented.

**CITIZENS
COMMENTS**

None

**UNFINISHED
BUSINESS**

None

NEW BUSINESS

- **Resignation of Jim Howell:** The board reviewed the letter of resignation received from Jim Howell on January 3, 2012. **Copeland moved Friedrich seconded PASSED UNANIMOUSLY** to accept the resignation of Jim Howell.
- **Sidewalk Extensions:** Continuing discussions to extend the sidewalk from M-75 to connect with the sidewalk at Great Lakes Energy.
- **Road Improvements-Consideration of proposal from C2AE**
The board reviewed the proposal for 2012 Air Industrial Park Roadway Improvements from C2AE. Board discussion on which option is necessary. C2AE recommends full paved shoulders all the way down. The soil boring is complete. Option B2 saves the city approximately \$60,000 which is to widen the paved shoulders at five locations on LexaMar Drive and one location on Airview Drive. There will be issues and design elements that will be discussed as the project moves forward and Cain will keep the board informed.

MOTION

Cortright moved Friedrich seconded PASSED UNANIMOUSLY to approve the proposal from C2AE, project A and B Option 2 at a total cost of \$182,900 for design, bidding and construction phase services.

- **Lighting of Moll & Airview Intersection with downtown style fixtures**
The City would like to tie elements of downtown at various locations by having the same style street lights at our entrances at M-75 and the Moll Drive and Airview intersection. The electrical is already there. The lights would be more contemporary to match the old sign at Moll Dr. The board would like to see some conceptual proposals.

- **Sign updates:** The board reviewed a proposal for new lettering on the entrance sign at the M-75 changing from Boyne Air Industrial Park to Boyne Business Park from The Wood Shop. (received and filed) After board discussion regarding size of lettering and a price reduction that Bruce had mentioned to Mike for changing the business name at no charge. **Friedrich moved Cortright seconded PASSED UNANIMOUSLY** to accept the proposal to change the lettering on the M-75 entrance sign using the “uncondensed current font” for the appropriate bid amount.

MOTION

- **Moll/LexaMar Directional sign:** The board reviewed a proposed directional sign for the intersection of Moll and LexaMar Drive from The Wood Shop (received and filed). Board discussion regarding making it taller and larger with extra panels to incorporated more businesses. City Manager Cain will pass these suggestions on to Bruce. Will this be vinyl reflective letters? Yes. This is a directional sign only the names can be changed if need be. **Cortright moved Friedrich seconded PASSED UNANIMOUSLY** the LDFA accepts the proposed rate with the sign to be installed by June 1, 2012.

MOTION

- **Adoption of the 2012 LDFA meeting schedule: Copeland moved Cortright seconded PASSED UNANIMOUSLY** to accept the 2012 meeting calendar as presented.

MOTION

GOOD OF THE ORDER There was a good turnout for the Goal setting session, in the near future their will be a online survey for those who couldn't attend.
The Joint Board and Commission meeting is scheduled for February 7, 2012, 6:00 p.m. City Hall Auditorium.

NEXT MEETING

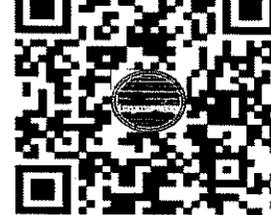
The next meeting of the Local Development Finance Authority is scheduled for Monday, March 12, 2012 at Boyne City, City Hall.

ADJOURNMENT

The January 16, 2012 Local Development Finance Authority meeting was adjourned at 1:38 p.m.

Pete Friedrich, LDFA Secretary

Karen Seeley, Recording Secretary



Approved _____

**MEETING OF
January 16, 2012**

MINUTES OF THE BOYNE CITY ECONOMIC DEVELOPMENT CORPORATION MEETING DULY CALLED AND HELD ON MONDAY, JANUARY 16, 2012, AT 12:00 NOON.

CALL TO ORDER

Chair Gillett called the meeting to order at 12:03 p.m.

OATH OF OFFICE

Recording Secretary Seeley swore in new member Josette Lory

ROLL CALL

Present: Pat Anzell, Michael Cain, Michelle Cortright, Richard Copeland, Pete Friedrich, Ralph Gillett, Marilea Grom and Josette Lory

Absent: Jim Howell

Staff: DPW Supervisor Andy Kovolski and Recording Secretary Karen Seeley

Public: One

**APPROVAL OF
MINUTES**

Cain moved Grom seconded PASSED UNANIMOUSLY to approve the minutes of September 12, 2011 as presented.

MOTION

**HEARING CITIZENS
COMMENTS**

None

CORRESPONDENCE

None

**UNFINISHED
BUSINESS**

- **Kirkland Products – Noise & Odor concerns:** City Manager Cain reported that Kirtland is making progress. Two mufflers for the stacks have been installed and operations have been cut back to one shift. He also reported sixty three people were in attendance at the City Commission meeting and it was pretty much a split of those opposed to those in support. The city is trying to keep a good balance between the homeowners and Kirtland.

Board discussion regarding the sound ordinance. Does the city have a decimal meter, or can we borrow one to get a baseline on the sound? There is no decimal limit in the sound ordinance.

- **Precision Edge:** Is moving along nicely/ the building is heated now. No confirmed date for completion.
- **Classic Instruments:** Making progress and changes to the building. Hope to have someone in there in June.
- **High School training Program:** The City has been in discussion for the last two months with representatives of IMI, Precision Edge, Boyne City School District, NLEA, Char/Em and NCMC to provide a training

NEW BUSINESS

program through the schools to support the potential growth of businesses in the area. Sault Saint Marie schools offer this service and it has worked great for them. Peter Moss, of Boyne City Schools traveled there for a tour. These classes offered are much like the Building Trades classes through the local schools. This would provide a “pipeline” of trained and reliable people to support potential growth in the area. The old middle school would be a perfect place, but the school needs start up funds to make it happen, to help pay for overhead. The EDC may want to use their resources to help start up this training program. There is potential, need and opportunity. The development plan would have to be amended for this to be an authorized expense.

MOTION

- **Resignation of Jim Howell:** The board reviewed the letter of resignation received from Jim Howell on January 3, 2012. All were in agreement that he served the board well. **Friedrich moved Copeland seconded PASSED UNANIMOUSLY** to accept the resignation of Jim Howell with regret and send him a letter thanking him for his years of service.
- **Board Vacancy:** The board received a copy of an application from Kelly Bellant, who is employed by LexaMar. **Cain moved, Grom seconded PASSED UNANIMOUSLY** to recommend that the city commission appoints Kelly Bellant to the EDC (Economic Development Corporation) to fill the unexpired term of Jim Howell expiring March 11, 2016 and to the LDFA (Local Development Finance Authority) for a term expiring March 11, 2014.
- **Gillette term expires March 11, 2012:** **Lory moved Grom seconded PASSED UNANIMOUSLY** to reappoint Ralph Gillett to the EDC board with a term expiring March 11-2018.

MOTION

ADJOURNMENT

The January 16, 2012 Economic Development Corporation meeting was adjourned at 12:53 p.m.

Karen Seeley, Recording Secretary

Approved: _____

Meeting of January 16, 2012

Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday, January 16, 2012 at 5:00 P.M.

Call to Order

Chair Neidhamer called the meeting to order at 5:00 p.m.

Roll Call

Present: Gretchen Crum, George Ellwanger, Chris Frasz, Jane MacKenzie, John McCahan, Lori Meeder, Tom Neidhamer and Joe St. Dennis
 Absent: Jim Kozlowski

Meeting Attendance

City Officials/Staff: Planning Director Scott McPherson, Main Street Manager Hugh Conklin and Recording Secretary Pat Haver
 Public Present: Three

Consent Agenda

****MOTION**

2012-1-16-3

McCahan moved, Crum seconded, PASSED UNANIMOUSLY a motion to approve the consent agenda. Approval of the December 19, 2011 Planning Commission minutes as presented.

Comments on Non-Agenda Items

None

Reports of Officers, Boards and Standing Committees

None

Unfinished Business

None

New Business

Vice Chair MacKenzie excused herself from this portion of the meeting due to a conflict. She is assisting Mr. Kruzal in obtaining financing from MiShda for his project; in return her office will be receiving fees for that service.

Ken Kruzal Sketch Plan Review for 310 S. Lake St.

Planning Director McPherson reviewed his staff report that was included in the agenda packet. Ken Kruzal would like to add (2) residential units to his property in the attic space, and is seeking a deferment of one additional parking space. At the time of the original approval the project received a variance of (8) spaces; and with the addition of the 300 sq ft. office last year, and the (2) proposed one bedroom units requires a total of 9 parking spaces. Because this is in the CBD, (Central Business District) the Planning Commission has the ability to review parking requirements and can reduce or waive those if it seems to fit the use of the building, and proximity of additional parking.

Ken Kruzal, owner - Gave a brief review of what he is requesting and what exactly has occurred in the past with variances and amended building layout. He is managing the old Pippen's parking area, and currently renting 6 spaces from them. The other two tenants of the building are also renting spaces for parking.

Board Discussion

Crum - Would the deferment be only under his ownership?

McPherson – No, it goes with the property.

St. Dennis – I thought that the wooden garage belonged to the property? Only available parking is currently on Lake St., or the yearly rental of the 6 spaces. What happens when Kruzal quits renting those spaces or stops managing the parking lot, what would happen to the surrounding businesses?

Frasz – Echo what St. Dennis has stated, important to look at the already granted variance of 8 spaces, and now asking for an additional one, I have a concern with the one office space and 5 residential units, and no parking, it is huge.

Neidhamer – I disagree, last year we looked at parking downtown and felt that we were 20 to 40% over parking requirements now, one deferment, as I see it, is not a problem, as it fits with walkability, has potential with near by private parking, and public on street parking.

Frasz – I'm thinking long term, and this goes with the property, so is a big decision if nearby parking becomes unavailable.

Kruzal – My tenants already park in the Peninsula Beach parking lot, and I have my son and his friends use that lot also, so as not to take up close parking. The 6 spaces that I rent, is to be a good neighbor.

Meeder – I agree with Tom's views, and am ok with the reduction.

St. Dennis – There is short term parking in front of Lake Street Market, which goes to the property line of 310 S. Lake St. Concerned about the store front parking, especially during the busiest time of the year. We could have dual use parking: use during day for businesses, and at night for residential.

Neidhamer – To clarify, this is for the deferment of one more parking space for a total of nine.

After board discussion, **moved by Meeder, seconded by Ellwanger** to approve the deferment of one additional parking space due to the adequacy and availability of nearby parking, for a total of nine spaces.

2012-1-16-7A

Roll Call:

Ayes: Crum, Ellwanger, Frasz, McCahan, Meeder, Neidhamer and St. Dennis

Nays: None

Abstain: MacKenzie

Absent: Kozlowski

Motion Carried

Planning Director McPherson reviewed his staff report that was included in the agenda packet. Boyne Country Provisions is before the board for review of the proposed façade renovations.

Ed Brehm, owner – Gave a review of the proposed façade renovations. There will be an additional 13 foot extension at the back of the building for storage of kegs and cans, and will then replace the existing cooler at the back of the building. There will be a smaller area for a couple of containers for trash and recycling. It has been before the Main Street design committee due to very specific requirements that must be met for grant approval. This has also been approved by SHIPO (State Historic Preservation Office), which has strict requirements to fit into the historic details of the downtown, in order to obtain the 75% - 25% matching grant. The glass entry and windows on Water Street,

****MOTION**

Boyne Country Provisions Sketch Plan Review

lighting, and building materials were all selected based on historic characteristics, and we hope to have completed in the next 6 to 9 months, however, must be completed within 12 months. We will continue with the bricks on the back of the building, and tasteful surroundings around the dumpster area.

McPherson - Provided the commission with findings going over the various site plan aspects, and did not find anything that would bring up issues. Looks like it meets all applicable ordinance criteria.

Board Deliberation

Ellwanger - I love the design.

Meeder - It's exciting for a very important corner.

St. Dennis - Will the windows be recessed?

Brehm & Brzezinski - It will have limestone sills, and will be recessing the front entrance on the Water Street side. The side entrance will remain, but will be replacing the door and glass.

McCahan - Looks great, and I feel that we don't need to go through the findings of facts. Crum, Meeder, Neidhamer, St. Dennis all agree.

Frasz - The storage enclosure looks seamless.

Brehm - Continue the existing roof line has made it seamless. There will be a small area of containment that will hide the dumpsters. The low galvanized railing will remain, and we will put in some sort of nice wooden fence, to match the boardwalk.

After board discussion, **moved by Ellwanger, seconded by McCahan** to approve the sketch plan review as presented by Boyne Country Provisions, and accept the findings of fact as presented.

2012-1-16-7B

Roll Call:

Ayes: Crum, Ellwanger, Frasz, MacKenzie, McCahan, Meeder, Neidhamer and St. Dennis

Nays: None

Absent: Kozlowski

Motion Carried

Planning Director McPherson reviewed the changes that had been proposed by this board. Believe it is a good thing to have cross representation of the City Commission to this board. To have discretion remove the word shall in item 2A. This may require the board to dissolve, then will have to make reappointments of the current board and appoint officers. The terms may change.

After board discussion, **moved by Crum, seconded by Meeder** to recommend approval of the draft Planning Commission Ordinance, with the suggested change in text to Item 2A, to the City Commission.

2012-1-16-7C

Roll Call:

Ayes: Crum, Ellwanger, Frasz, MacKenzie, McCahan, Meeder, Neidhamer and St. Dennis

****MOTION**

Planning Commission Ordinance

****MOTION**

Nays: None
Absent: Kozlowski
Motion Carried

Chicken Ordinance review

Planning Director McPherson reviewed the Traverse City and Petoskey chicken ordinances, along with information supplied by the MSU Extension office that was included in the agenda packets. Board agreed that the Petoskey model meshed with some language from the MSU Extension bulletin was the best fit with the outcome of simplicity. It should be included in the zoning ordinance, for the code enforcement officer to handle. Staff to finalize the language and present for one last review prior to a public hearing anticipated for March.

2011 Annual Planning and Zoning Report and Staff Report

Planning Director McPherson reviewed the annual 2011 Planning and Zoning report that was included in the agenda packet.

- Kirtland Products are continuing to work towards rectifying their noise issues.
- McCahan would like to see the city look into developing a good/enforceable noise ordinance.
- February 7th 6:00 pm has been set for the annual Joint Boards and Commission meeting, which has been suggested to be a work session; location in the auditorium at city hall.

Good of the Order

- The Planning Commission members have received emails from Jim Hevey with Devlon, and they have chosen to not engage in communication with them at this time.
- Master Plan is coming up for the 5 year review, commission to work proactively on that and continue with ordinance language cleanup and review.
- Goal setting session went well, will broadcast findings to everyone soon.

Adjournment

The next regular meeting of the Boyne City Planning Commission is scheduled for February 20, 2012.

****MOTION**

2012-1-16-10

Neidhamer moved, St. Dennis seconded, PASSED UNANIMOUSLY a motion to adjourn the meeting at 6:56 p.m.

Pat Haver, Recording Secretary

Tom Neidhamer, Chair



Approved: _____

**MEETING OF
JANUARY 26, 2012**

**RECORD OF THE PROCEEDINGS OF THE REGULAR MEETING OF THE
BOYNE CITY AIRPORT ADVISORY BOARD HELD JANUARY 26, 2012**

CALL TO ORDER

Chair Reynolds called the meeting to order at 5:30 p.m. followed by the pledge of allegiance.

ROLL CALL

Present: Richard Bouters, Ed Hennessey, Roger Reynolds, Jerry Schmidt, Oral Sutliff, Leon Jarema* and Rod Cortright*

ATTENDANCE

Absent: Bud Chipman*, Jim Kozlowski* and Larry Trumble*
*Ex Officio Members

Staff: Airport Manager/City Manager Michael Cain

**APPROVAL OF MINUTES
MOTION**

Sutliff moved, seconded by Schmidt PASSED UNANIMOUSLY to approve the October 27, 2011 minutes as presented.

CORRESPONDENCE

None

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

None

UNFINISHED BUSINESS

- Hangar Inquires/Leasing: Cain reported that we have one hangar available A-16, plus the garage. Interested parties have been contacted, they want larger hangars. Will post in the terminal.
- Kirtland Products update: There were complaints of noise at the City Commission meeting. Bouters felt we should set recommendations in case there are any complaints regarding noise caused by airport operations. He will work on some guidelines.
- Don Seelye, a pilot from Charlevoix dropped in and complimented the board on the Boyne City Airport and mentioned some problems at other airports.
- Deer & Geese hazard on runway: Cain has contacted DNR enforcement they will handle.

NEW BUSINESS

- Update on hangar #D-1 Ludgin: There has been no aircraft in hangar for sometime. Miscellaneous storage problems. Cain has spoken with the subject who suggests a aircraft purchase in near future. Mr. Ludgin is beyond grace period regarding not having an aircraft in the hangar. Cain to handle.
- Annual Airport Conference: To be held February 22 & 23, 2012

MOTION

Bouters moved Schmidt second PASSED UNANIMOUSLY to send Airport Manager Cain to the Annual Airport Conference February 22 & 23, 2012.

GOOD OF THE ORDER

- Fuel Price: \$5.00 per gallon AS OF 1/3/12
- Bouters volunteered to build a shelf for the weather station.
- Bouters prepared a list of items for discussion at future meetings (Received and filed).
- Safety Seminar scheduled for September 13, 2012

NEXT MEETING

The next Airport Advisory Board will be held Thursday, February 23, 2012 at 5:30 p.m.

ADJOURNMENT

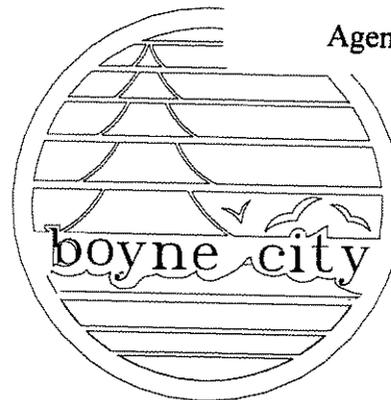
Chair Reynolds adjourned the Airport Advisory Board meeting at 6:35 p.m.

Ed Hennessey, Recording Secretary

UNFINISHED BUSINESS

CITY OF BOYNE CITY

To: Michael Cain, City Manager *Mc*
From: Scott McPherson, Planning Director *SM*
Date: February 14, 2012
Subject: Kirtland Products Status



Background

Since the start of production in the fall 2011 there have been many complaints in regards to the Kirtland wood pellet facility. While the noise produced by the plant has been the primary concern, there also have been concerns about odor and dust. At the January 10th City Commission meeting representatives from Kirtland Products informed the Commission of their plans to install mufflers that would help mitigate the plant noise and to make adjustments to the augers to eliminate the squeaking noises.

Discussion

Kirtland has implemented several measures to eliminate the squeaking noise from the augers and it appears to have been resolved. The installation of the mufflers did appear to reduce some of the noise, however noise being produced by the plant can still clearly be heard and is measurable at significant distances from the facility. Since the installation of the mufflers noise from the plant has been monitored by listening and with decibel meters. The noise fluctuated at several of the monitoring locations and appeared to vary significantly depending on wind and weather conditions. In some surrounding residential areas plant noise at times was clearly audible while at other times it was barely audible or undetectable. Using decibel meters the sound was measured on the db(A) scale and the db(C) scale. The (A) scale best represents the range of human hearing while the (C) scale is better at measuring low frequency noise. Decibel readings in the (A) scale ranged from undetectable to 54 db in surrounding residential areas and ranged from undetectable to 69 on the (C) scale. A map showing the reading locations and the decibel readings for the (A) and (C) scale has been attached for your reference.

In 2008 Kirtland Products made an application to the Planning Commission for a conditional use permit for a wood pellet manufacturing facility. As opposed to a use by right, conditional uses have unique characteristics that are considered prior to approval of a permit and in this case noise was a primary concern. In Kirtland's application and presentations to the Planning Commission, it was stated that the noise produced by the plant would be mitigated. Kirtland provided estimates that noise from the loudest piece of equipment at the plant would be no more than, 24db at the lot line and that any piece of equipment that exceeded 40db would be placed inside the building. During consideration of the conditional use permit Kirtland representatives specifically stated to the Planning Commission that the loudest piece of equipment would be the back up beeper on the loader. Minutes of the November 2008 and November 2009 Planning Commission meetings and a graph submitted by Kirtland products showing estimated noise of the loudest piece of equipment have been attached for your reference. When considering the conditional use permit the Planning Commission relied on the information provided in Kirtland's application and based its approval of the permit on those representations. After starting

production it was apparent the noise produced by the plant exceeded the expected levels and Kirtland representatives acknowledged that they had underestimated the amount of noise that would be produced by the facility.

As stated previously there have not been as many odor complaints as noise complaints, but it has been noted as an issue. A quantitative assessment of odor is difficult as people have a widely varying sensitivity to smell. Some people have indicated that the smell is offensive, while others have indicated that they can notice an odor but do not find it unpleasant. Similar to the assessment of the noise, weather conditions appear to affect the location and intensity of the odor. In Kirtland's application to the Planning Commission it was noted that the facility may produce "an occasional smoky smell". In my assessment I would say there is a detectable odor when the plant is in operation and would characterize the smell as that of fresh cut wood or sawdust. Much more detailed analysis and testing would be required to determine if the odor is in violation of the ordinance performance standards.

On the afternoon of February 2nd I received notice that there was particulate coming from the plant and proceeded to investigate the complaint. Unable to detect anything falling from the sky I looked for places particulate could collect and be observed. Approximately 1,000 ft east of Kirtland Products property line I observed a dark green 24" x 24" utility box that had a light covering of dust. As the plant was scheduled to run until 7 AM the next morning I cleaned the top of the box to return next day to make an observation. At 8:30 AM the next morning I noticed thin covering of dust on the top of the box. I collected the material which is shown in the attached a picture. The material does appear to be wood particles and does appear to have come from Kirtland but more specific testing would be needed to determine the exact source of the material.

City staff has been in contact with Kurt Childs from the MDEQ regarding emissions and testing procedures and have informed him about the observations that have been made. Mr. Childs indicated that a site visit was made following the complaint about particulate but on that particular day did not notice any material coming from the plant. He indicated that he will continue to monitor the facility. A memo from Assistant Planner Shannon McMaster summarizing his discussions with Mr. Child's regarding emissions and testing procedures has also been attached.

Options

Kirtland products is bound by the requirements of their conditional use permit and the representations that they made to obtain the permit. A conditional use permit can be reviewed by the Planning Commission and if it is determined that an applicant is not in compliance with the permit the Planning Commission, after a public hearing, can make a determination to terminate the permit.

In addition to the requirements of the conditional use permit, all uses in the City must also meet the performance criteria as listed in section 21.78. The standards are as follows:

Section 21.78 Performance Standards.

Any use permitted by this Ordinance is subject to compliance with the performance standards set forth in this Section. No use hereafter established shall exceed the limits set forth in this Section, except as provided in this Ordinance.

- A. *Noise, dust, soot, dirt, fly ash, products of wind erosion, smoke, and vibration emitted shall comply with the City's nuisance ordinance.*
- B. *Odor. The emission of noxious, odorous matter in such quantities as to be readily detectable at a point along any property line, when diluted in the ratio of one (1) volume of odorous air to four (4) or more volumes of clean air, so as to produce a public nuisance or hazard beyond lot lines, is prohibited.*
- C. *Drifting and Air-Borne Matter. The drifting or air-borne transmission beyond the lot line of dust, particles or debris from any open stockpile is unlawful and shall be summarily caused to be abated.*

The City Commission has the following options:

1. Take no action.
1. Determine Kirtland is in compliance and take no action.
3. Refer issue back to staff for further review and recommendations.
2. Determine Kirtland is not in compliance and give additional time to implement solutions.
3. Determine that Kirtland is in violation of the zoning ordinance performance standards and issue a civil infraction.
4. Refer the issue back to the Planning Commission to hold a public hearing in accordance with section 2.70(G)(4) to review the conditional use permit to determine if Kirtland Products is in compliance.
5. Other actions not identified that the Commission deems appropriate.

Recommendation

Obtain input from the meeting and determine which of the above options should be pursued.

Decibel Readings
January 24 - February 8

Decibel Readings

A Scale

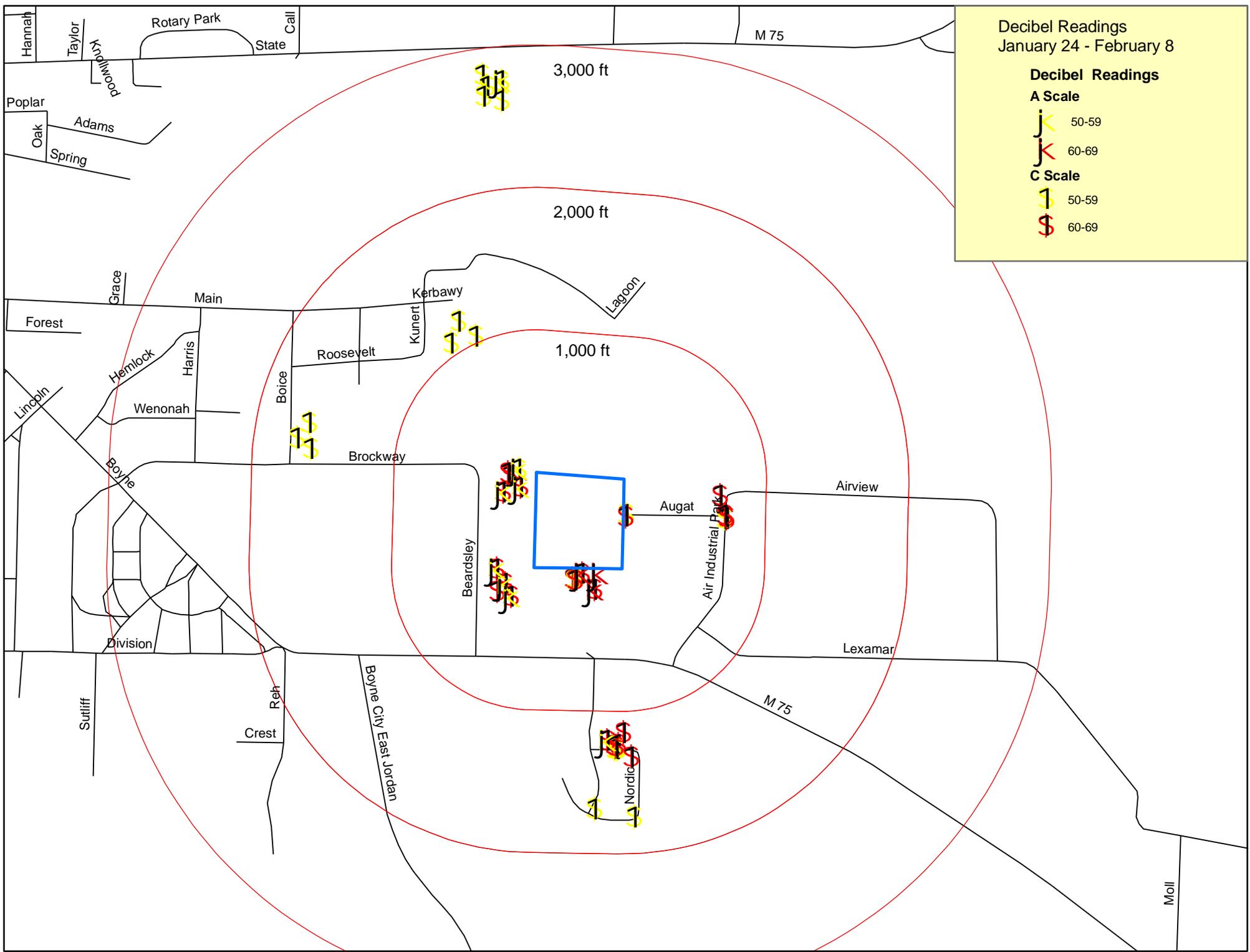
J 50-59

K 60-69

C Scale

1 50-59

2 60-69



New Business

Charlevoix County Planning presentation of the draft County Future Land Use Plan

Dennis Jason and Mike Buttigieg, members of the Charlevoix County Planning Commission were on hand to ask this board to review and make any recommendation to the proposed draft Charlevoix County Future Land Use Plan. The County Board would like to finalize their plan in January/February of 2009. They are asking all governmental agencies to review and make comment. This plan will be a working tool for the board to use county wide. The draft plan can be viewed on the county website: www.charlevoixcounty.org. The city planning board will review and have agreed to place this on the December agenda for discussion.

Conditional Use and Development Plan Review for Kirtland Products, LLC

Planning Director McPherson gave his staff report. Arete Industries Inc. has submitted an application for Development Plan Review and Conditional Use for Kirtland Products LLC to manufacture wood fuel pellets. The proposed use would be located at 1 Altair drive at the Arete Industries building owned by Tupper Enterprises LLC. The property is zoned Planned Industrial District (PID). The property is a square 10 acres and the existing building on the property is 48,000 square feet. The parcel is mostly flat and cleared with some trees along the western edge of the property. Adjacent to the north of the property is the airport that is zoned Community Service. To the west of the parcel is zoned Regional Commercial\Industrial and the property is adjacent to parcels owned by Boyne Area Gymnastics, GCC Enterprises and St. Matthew's Church.

The proposed use would manufacture wood fuel pellets from wood chips that would be delivered to the site. The chips would be stockpiled, dried and milled outside and then transported inside to be pressed into pellets and packaged for shipment. Because of the outside activities on site the use is considered a conditional use. The proposal was presented to the EDC\LDFFA on November 10, 2008; however the parcel is not within the boundaries of Phase I or II of the Air Industrial Park and is not subject to deed restrictions.

The proposed use meets ordinance requirements in regards to setbacks, lot coverage, height, and parking and loading. The primary concerns that staff has with the proposed use is that of noise and visual impact. The process will have several pieces of equipment outside that will produce noise. Of the outside equipment the milling machine produces the most noise and to abate this noise of the machine the applicant has proposed to enclose the equipment in a decoupled building. The applicant has provided estimates that the noise from the enclosed equipment would be approximately 24 decibels at the property line. The visual impact of the use will be from the outside equipment and storage of materials and the lighting that will be used. It is proposed that the plant will operate 24 hours a day and it will be necessary to illuminate the site. A specific site lighting plan has not been developed. Prior to the issuance of a zoning permit a site lighting plan needs to be approved. In addition to illumination, some landscaping should also be required. Screening of the north property line should be required with staggered rows of evergreen trees. To help the buffering and screening a berm should be installed if possible.

The proposed use will also require approvals from several other agencies. Air quality permits will be required as well as approval from the FAA for the height of the stack. A soil erosion permit and storm water plan will be required to be reviewed by the County Drain Commissioner.

The manufacture of wood pellets is not specifically listed in the PID district but uses with very similar characteristics are listed. Section 14.30 (O) states: Other industrial uses not specifically stated or implied elsewhere which, in the determination of the Planning Commission, are similar to the principal permitted uses provided herein, and in harmony with the character of the District and the purpose and intent of this Article and the Comprehensive Plan of the City. In section 14.30 Conditional Uses the following uses are listed:

G. Millwork lumber and power saw and planing mills.

K. Outside storage of materials

If the Planning Commission determines the use is similar and in harmony with permitted use in the district, the planning commission needs to review the conditional use standards of approval criteria listed in section 2.70 and the development plan approval criteria as listed in section 19.40.

Tom Monley, Leon Tupper, and Mark Lange from Kirtland Products were on hand to answer any questions, and after a brief overview of the site, and the hopes to create 60 to 75 jobs, Mr. Monley turned the floor over to Mark Lange for the presentation. During the slide presentation (the exact format of the proposal that was provided in the agenda packets), Mr. Lange made a few additional comments:

- A couple of corrections to the staff report. The square footage of the current building is 66,900 square feet, and not the 48,000 square feet indicated, and the proposed abatement berms would be on the south side of the building, and not on the north side.
- No additional size increase for the sign, they anticipate the same as the current operations sign,
- There has not been an engineered lighting plan. The directional signs will be for operations only,
- There has not been a grading plan engineered yet,
- The circle of chips must be on asphalt
- Retention ponds may need to be redesigned,
- Proposing a berm on the west side (closest to St. Matthew's Church), and the south side, unsure as to the height
- They will not allow wet wood to ferment. It will be turned over for stock materials every couple of days, they plan on working 5 days and upwards to 7 days, so hoping turn over will be quick.
- Proposing relative construction outside to begin April 2009, inside possibly earlier. The goal is to have production begin mid summer 2009, and have products to customers and retail before the 2009 heating season.
- We have options into the FAA for placement of the smoke stacks. Preferred location is next to the building somewhere at 35 ft in height, another possible location is closer to the south property line at 58 ft.

Public Comment opened at 6:03 p.m.

Mike Buttigieg - do you have a night sky initiative? A storm water retention plan, possibly you could do a rain guard pond.

McPherson – The current lighting standards are what will be followed. The city follows the county storm water ordinance, and as far as the rain guard pond, I don't have any information on them, but the Tip Of the Mitt maybe able to help

John McCahan – The sound graph provided, is that for inside the buildings?

Mark Lange – We will be erecting a decoupling enclosure around the equipment, or may move the louder pieces into the building. You can be assured that we will abate the noise as much as possible.

McCahan – What time will the trucks arrive during the day?

Lange – The wood operations will happen during the day light hours. A couple of the later trucks could arrive well after dark, maybe in the summer up until midnight. We are using stock from a 75 mile radius.

City Manager Cain – The airport board has a couple of concerns that I would like to share; (1) stack heights and (2) the vapor production, will it obscure any of the runway? I would like to share a couple of additional concerns:

- I am unable to envision size of the chip pile, I see width and length, not height,
- What is the time frame that the chips will remain in the pile,
- What is the noisiest piece of equipment,
- I understand the preference in the stack placement is closer to the building, if the south side location is needed, will the tube that is planned close to the property line, be buried so that emergency equipment can access from the South?

Lange – The vapor will be larger and taller in the winter due to the air structure, comparable in size to Lexamar, it will be double the size. The pile size will be approximately 200 ft in diameter; we are unable to determine the height at this time. However, the product will be turned over quickly. The front end loader will be the noisiest piece of equipment, the back up indicator bell.

Denny Jason – If you have to clean the stack down to asphalt, it can't be too high, as you indicate a quick turn over

With no further public comments, closed at 6:14 p.m.

Board Discussion/Deliberation

Crum – Because this is a public hearing, the notices were sent out, have you received any comments?

McPherson – The 300 ft notice was sent out, and I have not received any comments.

St. Dennis – We don't have a landscape plan with berm placement, these will help determine noise levels or a lighting plan, how are we going to decide?

Crum – Before we get to the decision on the development plan, we need to go through the Conditional Use Plan to see if they even meet the criteria of the zoning district.

Neidhamer – Let us go through the Conditional Use Plan findings of fact
Frasz – The development plan findings of facts “O & P” specifically address the berms, landscaping and lighting.

At this point in the meeting, the Conditional Use Plan findings of fact were examined, and based on the findings under 2.70, the plan is compatible with other uses in the district. (See results attached to the minutes)

Vice Chair Neidhamer facilitated the discussion on the Development Plan Review. (See results attached to the minutes)

2008-11-17-7B – Development Review Plan

****MOTION**

With no further discussion, Motion by MacKenzie, seconded by Crum for preliminary approval of the Development Plan for Kirtland Products, LLC as presented (11/17/08) with the conditions noted. The final plan to come back to the Planning Commission for approval.

Roll Call:

Ayes: Crum, Douglas, Frasz, MacKenzie, Neidhamer, and St. Dennis

Nays: None

Absent: Adkison, Ellwanger, and Knurick

Motion Carried

2008-11-17-7B – Conditional Use

****MOTION**

Motion by Crum, seconded by St. Dennis based on the findings of fact for the conditional use, the plan is similar to the principal permitted uses for the district, the plan meets all criteria, so to recommend as a conditional use.

Roll Call:

Ayes: Crum, Douglas, Frasz, MacKenzie, Neidhamer, and St. Dennis

Nays: None

Absent: Adkison, Ellwanger, and Knurick

Motion Carried

Adopt 2009 Meeting Calendar

The 2009 meeting calendar was supplied in the agenda packet. The schedule for the planning commission is the 3rd Monday of each month.

2008-11-17-7E

****MOTION**

MacKenzie moved, Frasz seconded, PASSED UNANIMOUSLY a motion to approve the 2009 Meeting Calendar.

Referral of proposed amendment to article 21.17 back to the Planning Commission by the City Commission

At the last City Commission meeting the proposed amendment language was referred back to the Planning Commission in order to give the Planning Commission the opportunity to review the comments submitted from Alaina Zanke-Jodway on August 26, 2008. The comments have been attached to the agenda for your review. Planning Director McPherson believes the language is sound, and legal council has no concerns with the new language proposed.

Approved: December 21, 2009

Meeting of November 16, 2009

RECORD OF THE PROCEEDINGS OF THE **BOYNE CITY PLANNING COMMISSION** MEETING HELD AT BOYNE CITY HALL, 319 NORTH LAKE STREET, ON MONDAY, NOVEMBER 16, 2009 AT 5:00P.M.

Call to Order

Vice Chair MacKenzie called the meeting to order at 5:09 p.m.

Roll Call

Present: Gretchen Crum, Jerry Douglas, Norm Gardner, Jane MacKenzie and Joe St. Dennis

Absent: Dan Adkison, George Ellwanger, Chris Frasz and Tom Neidhamer

Meeting Attendance

City Officials/Staff: City Planner Scott McPherson, City Manager Michael Cain, and Recording Secretary Pat Haver

Public Present: 4

Excuse Absences

****MOTION**

2009-11-16-2

Crum moved, St. Dennis seconded, PASSED UNANIMOUSLY a motion to excuse the absences of Adkison, Ellwanger, Frasz and Neidhamer.

Consent Agenda

****MOTION**

2009-10-19-3A

Douglas moved, St. Dennis seconded, PASSED UNANIMOUSLY a motion to approve the consent agenda.

- a. Approval of the October 19, 2009 Planning Commission minutes as presented.
-

Comments on Non-Agenda Items

None

Reports of Officers, Boards and Standing Committees

None

Unfinished Business

Planning Director McPherson gave his staff report. The conditional use and a preliminary site plan were approved November 2008. The conditions of the site plan approval were the separate lighting and landscaping plans were to come before the board and obtain proper and necessary permits. Kirtland is here before the board for final site plan review, they will show you a change in the layout of the building, traffic flows, and a portion of the outside equipment has been placed inside.

Final Site Plan Review
Kirtland Products, LLC

Mike Lange from Kirtland Products, LLC began his presentation

- Revised site plan was presented, truck tipper is now on the east side of

the building and the chip pad will use the existing parking lot on the south side of the building. The loudest pieces of equipment will now be inside.

- They have reconfigured the building the wood pellets will be manufactured to house not only Kirtland Products, but Arete will remain.
- The type of cyclone to be used will depend on the drying and air transmission systems, but will be housed outside snugged close to the building, the bag house, used to further clean air will also be housed outside
- FAA has approved a 48 foot emissions stack but they need approval for revised placement location. DEQ permit may require them to go back to FAA if the emissions stack needs to be taller.
- November of 2008 8 tons of production per hour was proposed, they will turn a profit at 4 tons per hour, but are looking at manufacturing up to 6 tons, so less traffic in and out of the facility.
- **Storm water** – Per Soil Erosion no changes are required.
- **Employee parking** will remain as it is in the SW corner of the building, with a few spaces out front for visitors.
- Board concerns with the number of trucks that will be entering and exiting the plant along with the employee drive around the building. The new layout for the truck route was displayed. The inbound trucks will pull in, and back up to the truck tipper, that will eventually pile the wood chips on the south end of the building where the new configuration for conveyors and processing will take place. At this point the operation of 24 hours is still being planned, however only 5 days a week instead of 7 and the daily production will be lowered, so there will be fewer trucks in and out each day.
- **Lighting** – (3) 30 foot poles have been planned to shine on the chip pile only. The middle pole will have two fixtures; the outside poles will have one. There are not any plans to light the truck tipper area; however, the existing lights on the building will assist in that area. As the property lot line is 95 feet away from the poles, there will not be any lighting spilling onto the adjacent property, and fixtures will have minimal tilt.
- **Landscaping** - Proposal of the first 60 feet of property lines will include trees of white pine and deciduous trees to look more natural. Will meet minimum size of trees to be planted. South side berm will have trees planted. At the southwest corner of the property is approximately 90 feet that will need to have a berm installed that trees will be planted on. Daily maintenance will take care of the trees, and they will adhere to the replacement requirement.
- **Signage** – Modify existing sign, and move closer to the building. Nothing will be placed on the building.
- **Increase in jobs** – 20 jobs inside the plant, another 30 to 40 out in the woods and trucking.
- **Product** – Will be sold out of the building; will try to sell as much locally as possible.
- **Sound abatement** – The noisiest equipment will be moved inside. The equipment and employees will be separated by a brick *stud* wall; noise level will be 68 db 3 feet from the equipment.

- **Additional concerns/questions:** Employee parking is currently paved, however a small gravel portion may need to be added; there are spaces for 40 vehicles plus spots up front for visitors; with the trucks discharging up front, and employees having to drive around back, an easement is being sought from the business next to CARQUEST, so the existing drive way from those businesses can be extended, and employees can drive straight to the parking lot; an occasional slight smokey smell may be emitted; and water “vapor” discharge will be more visible in the winter time, the NE end of the runway will see the vapor but will not obscure pilot visibility; hours of operation will be 24/5 may go to 6 or 7 days to put more people to work if product demands it; only neighbor comment was from Father Duane who was concerned about additional beeper noises.

With no additional comments or presentation, board discussion followed:

McPherson – At preliminary review, a number of items were sent back for further development, and the submitted plans appear to meet criteria established, review the findings and make determinations. Vice Chair MacKenzie went through 19.40 Development Plan Approval Criteria (Attachment A)

2009-11-16-6A

With no further discussion, motion by Crum, seconded by Douglas to approve the final site plan for Kirtland Products according to the findings of fact with the conditions noted: 1) final landscaping plan to be approved by staff, 2) landscaping bond is required and 3) obtain updated permits and approval from FAA & DEQ.

MOTION

Roll Call:

Ayes: Crum, Douglas, Gardner, MacKenzie, and St. Dennis

Nays: None

Absent: Adkison, Ellwanger, Frasz and Neidhamer

Motion Carried

Staff Report

- Division St input session will be Tuesday, November 24 at 6:00 pm at city hall,
- Air Industrial Drive reconstruction input session will be Tuesday, November 24 at 3:30 pm at Great Lakes Energy conference room,
- North East St input session will be Thursday, December 3rd at 6:00 pm at city hall
- Avalanche Master Plan final input session will be Tuesday, December 1 at 6:00 pm at city hall

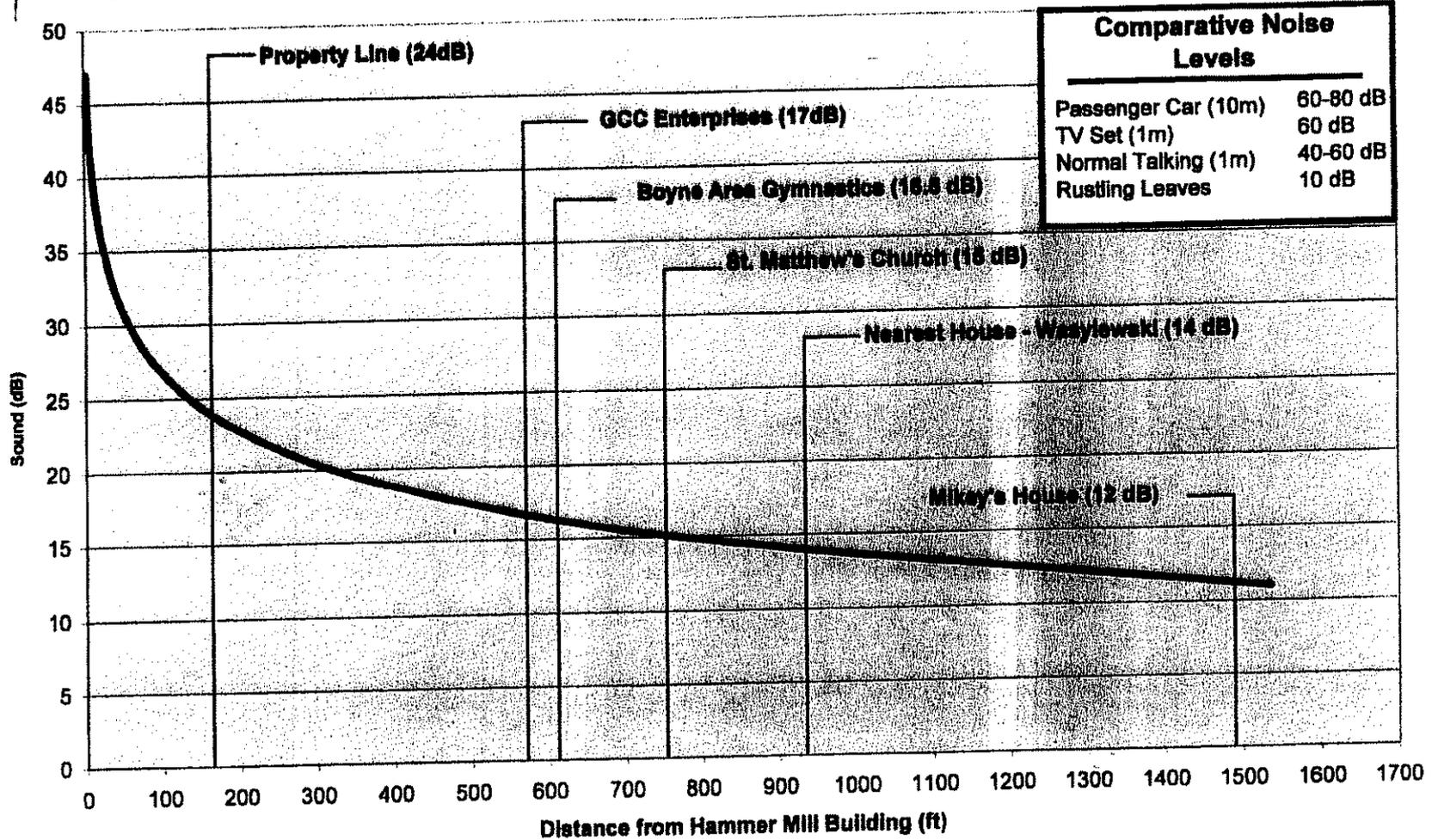
Staff has been working on updating census address lists making corrections, additions and deletions.

Joint Boards and Commission meeting has been planned for January, a date and time will be provided. A city wide goal setting session will be January 19, 2010, suggestions will go before the city commission to finalize the goals.



KIRTLAND WOOD PELLETS

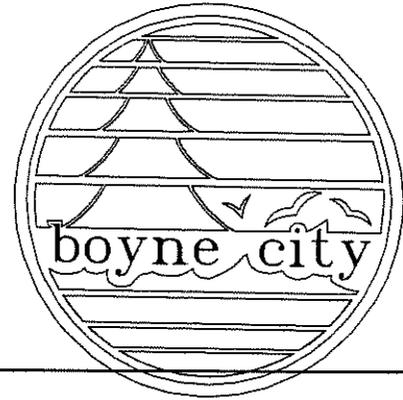
Sound Travel from Hammer Mill Building





CITY OF BOYNE CITY

To: Scott McPherson, Planning/Zoning Director
From: Shannon McMaster, Assistant Planner *SM*
Date: January 31, 2012
Subject: Kurt Childs, Air Quality Division, DEQ
on Kirtland Products



On January 19, I spoke with Kurt Childs from the DEQ Cadillac office. His phone number is (231) 876-4411, or childsk@michigan.gov. He would like to hear complaints, so we should feel free to provide his contact information to people. He expects to make a site visit this week. Here's a summary of what he told me when we discussed Kirtland's Permit to Install.

Stack testing: This has not happened yet. It has to happen within 180 days of start-up and shakedown. The process is for Kirtland to prepare a testing plan, submit it to DEQ for approval, and then DEQ staff will be on site when the test happens. Then Kirtland sends the results to DEQ, which reviews the results. Because of the small size of this plant, there probably will not be a regular regime of DEQ-mandated testing, but DEQ will respond to complaints. Per the permit, Kirtland has to keep its monitoring records for 5 years (these would be their regular maintenance monitoring of the equipment emission levels) so DEQ can review them at any time. Copies of DEQ reports are public records, and we can request them.

Opacity: The permit limits the dryer's stack to 20% opacity, but this does not apply to a water vapor plume. Opacity refers to a hazy or smoky emission, which DEQ tests at the top of the stack. It is measured "from a certain distance, and with respect to the position of the sun". Opacity of 20% will probably not perceptibly discolor any steam it is mixed with, but can be visible in the gap between the top of the stack and the bottom of the steam plume. Reaching 20% opacity is more likely to indicate a malfunction of some equipment (such as the dryer and/or the burner) rather than ordinary operation, and can indicate a possible violation of the particulate matter (PM) limits. Some opacity can occur on equipment startup and last until the equipment reaches operational temperatures; however, in Kirtland's case they have a permit to startup with natural gas, so there generally should not be opacity concerns on their equipment startup. He generally does an opacity test whenever he visits a site.

Effects of emission on neighbors: The emission levels approved in the permit for opacity and PM are general standards typically found on permits of this type. The other emission limits are site-specific (based on a modeling report performed for the proposed stack on this site), and are set to keep exposure levels at safe levels at the property line. The modeling report is on file at Lansing, and can be requested if needed. An engineer's report

has determined the “stack heights are reasonable for dispersion of any air toxics and to protect the health and environment of neighbors.”

Noise: DEQ does not generally address noise issues.

Odors: Odors could indicate problems DEQ can address, though I do not have any detail about this. I asked about possible sources of odor for this type of facility, and he mentioned two. The first is outdoor storage of wood chips (especially if they sit out and are not turned over) which can begin to ferment releasing an unpleasant odor. The second is a combination of combustion and weather conditions (like an inversion) keeping the plume from dissipating, though this source of odors should lessen as the day warms and the air begins to mix. He speculated general odors might be more from fermentation.



City of Boyne City

MEMO

Agenda Item 8B

Date: February 10, 2012
To: Mayor Grunch and the Boyne City City Commission
From: Michael Cain, City Manager *MC*
Subject: City Siren Usage

This matter was previously discussed at the City Commission's December 13, 2011 meeting. The materials presented at and the minutes from that meeting are attached. At that time the matter was postponed to our January 10th meeting, but was not raised at that time due to an oversight. It is brought before you this evening consistent with the Commission's previous desire to schedule it for an evening meeting.

Since our last meeting the City of Charlevoix has decided to maintain their noon and 9:30 p.m. siren soundings. They are also maintaining their position to not sound the siren during fire runs, a practice they report following for the last few years without any problem.

After discussions with Fire Chief Amesbury we recommend the following:

- Maintain the traditional and current 10:30 p.m. nightly siren sounding.
- On a six month test basis do not sound the siren on fire runs. If serious problems arise the City Manager would be authorized to end the test and bring the matter back to the City Commission at their next meeting. Otherwise the matter would return to the City Commission after six months for further review and consideration.

There are mixed opinions regarding not using the siren for fire runs. Some people feel it will make the use of the siren for severe weather events and other community wide emergencies less effective while others feel that use of the siren for fire runs alerts the public and firefighters alike that something is going on and extra attention should be given.

Unless we try it we won't ever know for sure, so that is why this test period is being proposed.

A protocol for the use of the sirens around the County in the case of a severe weather or other communitywide or larger event is still under development by the local Fire Chiefs and the regional Office of Emergency Management. That will be brought before the City Commission once it is developed.

Chief Amesbury will be present at our meeting to participate in this discussion.

RECOMMENDATION: That the City maintains the 10:30 p.m. nightly siren sounding and begins a six month test of not using the siren during fire runs with the City Manager being authorized to terminate the test and report the termination to the City Commission if serious problems arise.

Options:

- 1) Alternate timeline or actions as determined by the City Commission
- 2) Take no action on this matter, leaving the status quo in place.



Date: December 9, 2011
To: Mayor Grunch and the Boyne City City Commission
From: Michael Cain, City Manager *Mc*
Subject: City Siren Usage

Local Fire Chiefs have been meeting to help develop guidelines for the usage of the emergency sirens in their communities. This issue has arisen as part of the discussion of how to use the sirens to alert the public when a dangerous situation arises for which they may need to take immediate safety measures, such as a tornado sighted coming our way.

As the Commission may recall this year Boyne City, East Jordan and Charlevoix joined in the common testing of our emergency sirens on the 1st Tuesday of each month at 7:00 p.m. This informal first step lead to further discussions on how and when the sirens should be tested, who and under what circumstances would the sirens be set off, and how do current uses of the sirens work with the proposed public safety warnings.

Our siren currently has three settings. The first is a 3 minute rising and falling pitch which goes off for most fires, at least during the daytime. That tone can be set up by 911 emergency dispatch operators. The second is the 30 second steady curfew tone which goes off at 10:30 p.m. every night. This is set off by a timer module in the local siren controls. The third is the 3 minute steady tone emergency 'take cover' signal which is set off manually here. Although both the curfew and emergency signals use a steady tone because our siren (located on top of the DPW/Fire building) spins in a circle the tone can at times sound like it's rising and falling.

Our siren was purchased in 1994 or so, using a grant from FEMA to help purchase it. The siren is in very good shape and is maintained annually. We are reviewing our records to see if there were any conditions associated with that grant that would impact how it should be used.

This topic has recently been raised in Charlevoix as part of this overall discussion. I have attached a copy a memo and a recent article that appeared in the Petoskey News Review on this topic.

The underlying question that will need to come before the City Commission in the future is should we change any of our current siren practices to help insure its effectiveness when it is used in the case of an emergency needing quick public response? While we are not proposing any specific recommendation at this time we thought it would be beneficial to begin the discussion so we can check into any issues or concerns that arise.

Chief Amesbury will be present at our meeting to participate in this discussion.

RECOMMENDATION: That the City Commission begin to obtain input on future usage of the City's siren with direction to staff to further consider the matter, any input received and bring back a recommendation for the City Commission's consideration at its January 10th meeting.

Options:

- 1) Alternate timeline or actions as determined by the City Commission
- 2) Take no further action on this matter.

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Non-Emergency Use of the City Alert Siren

DATE: December 5, 2011

PRESENTED BY: Paul Ivan

ATTACHMENTS:

BACKGROUND INFORMATION: As you know, earlier this year we started testing the City alert siren for use as a warning method for severe weather, particularly tornados. Similar efforts were occurring in East Jordan and Boyne City. The siren at City Hall was even equipped to be activated remotely. The goal is to have a siren policy that is uniform across Charlevoix County.

On November 29th, the first meeting of the committee tasked with developing this county wide uniform policy took place. The committee consists of CCE/911 Dispatch Assistant Director Greg Clark, CCE Emergency Management Director Greg Williams, Boyne City Fire Chief Dennis Amesbury, East Jordan Fire Chief Glen Thorman, and me.

We looked at policies from elsewhere, the criteria for setting off the siren, and who has the authority to set off the siren. One topic that was discussed at length was the current use of the siren.

We stopped using the siren as a manner of notifying firefighters of a fire many years ago, when firefighters were issued pagers. Other communities still use the siren each time the fire department is needed, not so much to notify firefighters that they are needed but to warn the community that emergency vehicles will be responding. They do not use the fire siren for each EMS response though.

In our case, we still use the siren for the traditional signaling of 12:00 noon and 9:30PM. The 9:30PM use of the siren was originally meant to signal curfew, but curfew no longer starts at 9:30PM for any age group.

RECOMMENDATION:

Before we go any farther putting together a policy for the use of the warning siren, I want Council to be aware of our efforts, and get Council's direction on the continued use of the warning siren.

In order for the siren to have the maximum desired effect as an emergency notification system for the general public, all other uses need to cease. That way, other than scheduled tests when notice is given (date and time for the test is publicly posted) hearing the siren means take immediate action to move to a safer place. Hearing the siren is then no longer considered "routine."

CHARLEVOIX

SIREN FROM A1

Sound of silence?

Charlevoix may discontinue twice-daily siren

CHARLEVOIX — Those who work and live in and around downtown Charlevoix may soon have to rely on their stomachs and watches to tell them when it's time for lunch and time for bed.

The Charlevoix City Council is considering a request by city fire chief Paul Ivan to discontinue the practice of sounding the siren atop the city hall at noon and 9:30 p.m. daily.

Ivan came to the council with his request at its regular semi-monthly meeting Monday

See SIREN on PAGE 10

— not to squelch tradition or make the lunch lines shorter at area restaurants and delis — but with a mind toward the community's safety.

Earlier this year Ivan and public safety officials from Boyne City and East Jordan began an effort to coordinate with all Charlevoix County municipalities which have existing sirens — which also includes Charlevoix Township, and Boyne Falls — in hopes of creating a county-wide emergency warning system.

Ivan told the council the plan is for the system — which would most likely be used for a weather emergency such as a tornado — to be used only in circumstances where there is an imminent serious threat and people need to take cover immediately.

He said, like any alarm, it's important that (aside from a once-a-month test) it is used only when there is an immediate danger to avoid desensitizing residents to the sound.

Ivan explained that many years ago the siren was used to call firefighters to the station when there was a call. But that practice was discontinued with the advent of 9-1-1 and pagers that notify firefighters when they are needed.

He said even the 9:30 p.m. sounding no longer has any relevance as a curfew notice for youth as the city's earliest curfew is 10 p.m.

Although no one on the council voiced any opposition

to Ivan's plan at Monday's meeting, the council did heed a suggestion from city manager Rob Straebel to postpone their decision on the matter until their next meeting in two weeks to allow the community to weigh in on the change.

"Sometimes small issues like this can become big," Straebel said.

If given the go-ahead for the change, the siren would be heard only during monthly tests at 7 p.m. on the first Tuesday of the month.

Ivan said planners are still drawing up criteria for when the emergency siren would be activated and who would have the authority to set it off.

(Visit www.charlevoixcourier.com to weigh in on the siren issue through this week's online poll.)

In other business, the council conducted a public hearing on a proposed amendment to the city's municipal airport ordinance.

Airport manager Matt Bailey explained that the ordinance needs to be updated to give some enforceability to existing airport policies — in particular rules about parking and standards for several of the airport's functions.

After hearing some comments regarding some wording in the ordinance, city attorney Jim Young asked the council to table the matter to allow him some time to review and edit the proposed language.

**DECEMBER 13, 2011
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 DECEMBER 13, 2011**

CALL TO ORDER

Mayor Ron Grunch called the meeting to order at 7 pm followed by the Pledge of Allegiance.

~~Present: Mayor Ron Grunch, Mayor Pro-Tem Gene Towne, Commissioners Derek Gaylord, Laura Sansom and Tom Neidhamer~~

~~Staff: Cindy Grice, Scott McPherson, Andy Kovolski, Michael Cain, Barb Brooks, Dennis Amesbury, Dan Meads, Craig Remsberg, Kevin Spate~~

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

CONSENT AGENDA

MOTION

~~2011-12-128~~

~~Moved by Neidhamer
Second by Gaylord~~

~~Approved of the November 29, 2011 regular City Commission meeting minutes as presented~~

~~Ayes: 5
Nays: 0
Absent: 0
Motion carried~~

CITIZENS COMMENTS

~~Doug Bean said the ice pole is being greatly missed this year and a lot of people want to see it there. He understands the new ice rink and the safety concerns and said if there isn't room on the triangular piece of property at the end of water street, maybe the ice pole could be in Veteran's Park. City Manager Cain said that alternative locations for the ice pole had been looked at and if the ice rink doesn't work there, the ice tower will probably return.~~

CORRESPONDENCE

~~None~~

CITY MANAGERS REPORT

~~City Manager Cain reported:~~

- ~~• Acting Police Chief Craig Remsberg and Acting Assistant Police Chief Kevin Spate were introduced to the City Commissioners~~
- ~~• The Housing Commission vacancy has been filled by Chuck Vondra.~~
- ~~• City Manager Cain wished everyone a Merry Christmas and a Happy New Year~~

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

~~Draft Minutes of the October 27, 2011 Airport Advisory Board Meeting; the November 3, 2011 Main Street Board Meeting; the November 10, 2011 Parks and Recreation Commission Meeting and the November 21, 2011 Planning Commission Meeting were received and filed.~~

Hannah Street

Consideration to approve a contract with C2AE for Topographic Survey and Base Map Services in the amount of \$1,600 and \$480 for locating soil boring locations and analysis of the soil borings; and consideration to approve the contract with Soils and Structures for soil borings in the amount of \$2,020 and authorize the City Manager to sign the required documents.

Public Works Superintendent Andy Kovolski discussed the condition of Hannah Street from State to Vogel Streets that is in dire need of reconstruction. The road surface is in very poor condition for most of this segment, with sections of pavement that have totally failed. The current transite water main should be upgraded as well. There is also an issue of poor drainage in this area that has a high water table and is known to have poor soils making surface drainage problematic. Preliminary engineering work should be done as proposed.

Citizens Comments: None

Staff Comments: None

Board Deliberation: All are in agreement. Commissioner Neidhamer inquired about the budgeting process and picking out other streets for next year. Mayor Grunch asked if there is adequate hydrant service on that street.

2011-12-129

Moved by Towne
Second by Sansom

MOTION

To approve a contract with C2AE for Topographic Survey and Base Map Services in the amount of \$1,600 and \$480 for locating soil boring locations and analysis of the soil borings; and consideration to approve the contract with Soils and Structures for soil borings in the amount of \$2,020 and authorize the City Manager to sign the required documents.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Consideration to obtain input on future usage of the City's siren with direction to staff to further consider the matter, any input received and bring back a recommendation for the City Commission's consideration at its January 10, 2012 meeting

City Siren Usage

City Manager Cain discussed the guidelines local fire chiefs have been meeting to develop for the usage of emergency sirens in their communities. The issue has arisen as part of the discussion of how to use the sirens to alert the public when a dangerous situation arises for which they may need to take immediate safety measures.

Our siren currently has three settings including a 30 second curfew tone that goes off at 10:30 every night set off by a timer. The 3 minute rising and falling pitch goes off for most fires is toned by 911 emergency dispatchers and the 3 minute steady tone is for take cover and is set off

manually here. The underlying question that will need to come before the Commission in the future is should we change any of our current siren practices to help insure its effectiveness when it is used in the case of an emergency needing quick public response. No specific recommendation is being proposed at this time.

Greg Williams, Emergency Director for CCE also discussed Charlevoix and East Jordan's usage. Boyne City Fire Chief Dennis Amesbury said some of his crew likes to hear the siren going off.

Citizens Comments: John McCahan said he is opposed to any non-emergency use of the siren, particularly the curfew. Use the siren for a real emergency. Sharon Bean is in favor of keeping the siren and we have to stop taking away.

Board Deliberation: Commissioner Neidhamer asked if the siren is a good tool for curfew. Acting Police Chief Remsberg said he has used it himself and we could probably get by without it. Acting Police Chief Spate said he likes it for fire runs but doesn't think it is necessary for curfews. Commissioner Gaylord agrees that most kids have cell phones with the time on it, but understands the nostalgia. There are other tools in place for the curfew. Commissioner Sansom said she has heard from citizens regarding the curfew. Some people are annoyed by it. Kids all know what time it is and sometimes people cannot distinguish what the siren means. Sometimes when it rotates, it sounds like it is wavering. Mayor Pro Tem Towne said he would like to hear more input from the citizens and a more uniform Charlevoix County siren policy.

Jim Baumann, said when he read the story about Charlevoix he brought this issue up on Facebook because he doesn't even like the curfew. Responses to the Facebook post were about 4 to 1 in favor of the curfew siren. He added that people can be desensitized by too many sirens and would like to see fewer of them.

**Grand Traverse Band of
Ottawa and Chippewa
Indians Grant Opportunity**

Consideration possible applications to the upcoming round of Grand Traverse Band of Ottawa and Chippewa Indians grants and authorize staff to apply for \$5,000 for the Riverwalk Extension Project and \$10,000 for the M-75 Sidewalk Project

City Manager Cain discussed the two grant cycles per year for the Grand Traverse Band of Ottawa and Chippewa Indians. The next applications for these cycles are due on December 31 of this year. At this point, staff would like permission to submit an application for \$5,000 to help pay for the Riverwalk extension on the North side of the Boyne River next to the Eagles and another \$10,000 to help extend public sidewalks along M75 from the Middle School, west to Airview Street, next to Great Lakes Energy. The City has received grants from the Great Lakes Energy People fund for \$1,000 and the Charlevoix County Community Foundation for \$4,698 for the Riverwalk project. We look to undertake both of the projects in 2012.

Staff Comments: None

Citizens Comments: None

The Mayor called the meeting to order at 12:00 noon followed by the Pledge of Allegiance.

CALL TO ORDER

Present: Mayor Thelma Behling, Mayor Pro-Tem William Grimm, Commissioners Victor Ruggles, and Eleanor Stackus.

ROLL CALL

Absent: Sandra Stanley.

Staff Present: City Manager W. Randolph Frykberg, City Clerk Sue Hobbs, City Treasurer Carolyn Olsen, Mike Banfield, Butch Erber, Randall Howard, Dennis Jason, Josette Lory, and Nord Schroeder.

There were five people attending the meeting.

MEETING ATTENDANCE

Grimm moved, Ruggles seconded a motion to approve the following minutes:

APPROVAL OF MINUTES

- Tuesday, January 11, 1994 - 7:00 P.M.
- Tuesday, January 18, 1994 - 12:00 noon
- Tuesday, January 25, 1994 - 12:00 noon

The City has announced (as have most cities in Northern Michigan) that everyone on the City water system must run their water due to the extended period of extreme cold causing many lines to freeze. Postcards were mailed to all City water customers advising them to run water until further notice.

FROZEN WATER LINES

296

MML CONFERENCE

Commissioner Stackus thanked the Commission for sending her to Lansing for the Michigan Municipal League Conference. Through the session she attended, Eleanor received valuable information on what she as a City Commissioner should be doing.

FINANCIAL REPORT

The Financial Report for January was ordered filed.

GRANT FOR EMERGENCY SIREN



Charlevoix County Emergency Services Coordinator Earl Muma presented a \$7451.50 check from the Federal Emergency Management Agency for half the cost of the City's new emergency siren.



BOARD APPOINTMENTS

Behling moved, Grimm seconded, **PASSED UNANIMOUSLY**, to reappoint Victor Ruggles and Patrick Anzel to the Boyne City Parks and Recreation Advisory Board, each for a four year term expiring 31 December 1997.

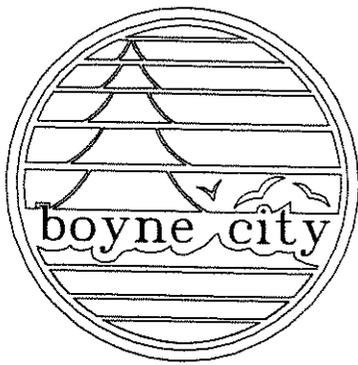
PARKS AND RECREATION VIC RUGGLES PATRICK ANZEL

Grimm moved, Stackus seconded, **PASSED UNANIMOUSLY**, to reappoint Ralph Gillett to the Economic Development Corporation for a six year term expiring 11 March 2000.

NEW BUSINESS

NEGOTIATION UPDATE

Update and consideration of review of Collective Bargaining Agreements

*CITY OF BOYNE CITY**MEMO*

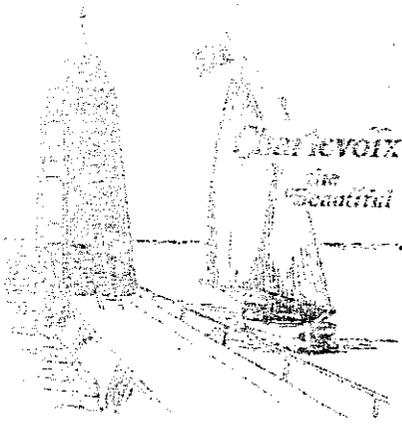
To: Michael Cain, City Manager *Mc*
From: Barb Brooks, Executive Assistant/Harbor Master *BB*
Date: February 10, 2012
Subject: Federal Support for Great Lakes Harbor Dredging

Boyne City's harbor is not located directly on the Great Lakes, nor are we a commercial port; therefore lack of federal funding does not affect us directly. However, any negative impact to the boating industry and the ability of boats and ships to get to us does have an effect on our local economy.

We are impacted directly by the condition of the channel in Charlevoix between Lake Michigan and Round Lake. If the channel is ever in jeopardy of becoming impassable by larger or commercial boats, it will have a negative impact on Charlevoix's harbor and possibly on the ability of larger boats or ships to visit Lake Charlevoix, Boyne City and other harbors in our area, as well as East Jordan and the entire south arm.

It is imperative that all of the harbors on or accessed by the Great Lakes band together to protect our waterways and harbor accesses for recreational and economical purposes. I fully support actions to preserve and target any funding available from the federal government for this purpose.

Recommendation: That the City Commission approve a motion that supports retaining and targeting federal funding for the purpose of dredging in our Great Lakes' harbors and authorize the City Manager and Harbor Master to execute the necessary letters and resolutions communicating that action.



CITY OF CHARLEVOIX
210 STATE ST. CHARLEVOIX, MICH. 49720

February 8, 2012

Senator Cari Levin
United States Senate
269 Russell Senate Office Building
Washington DC 20510

Congressman Dan Benishek MD
House of Representatives
514 Cannon House Office Building
Washington DC 20515

Senator Debbie Stabenow
United States Senate
133 Hart Senate Office Building
Washington DC 20510-2204

Dear Senators Levin and Stabenow and Congressman Benishek:

The Charlevoix City Council, at its February 6, 2012 meeting, voiced its concern for the welfare of Michigan's harbors by adopting the attached resolution. Like many port communities, Charlevoix is seeing federal funding for regular harbor maintenance fade away. Congress is not allocating the full use of the Harbor Maintenance Trust Fund to help dredge and maintain our harbors and waterways. Due to this lack of funding, port communities are left with the burden of yearly maintenance costs essential to the well-being of our harbor.

The vast majority of harbors along the Great Lakes are not going to receive federal funding this upcoming dredging season. The ramifications of this repeated decision to not fund routine maintenance of Michigan's harbors will result in irreparable harm. The consequences of this neglect results in severe economic damage by disrupting our commercial boating traffic, summer boating season, charter fishing businesses, threatens our Coast Guard and Michigan Department of Natural Resources ships, and transportation of passengers and needed supplies to Beaver Island. Charlevoix's harbor and its connecting Pine River Channel is the lifeblood of our community. A threat to the functionality of our harbors threatens our way of life.

Please support S. 412 and H.R. 104 – the Realize Americas Maritime Promise Act (2011). Thank you for your efforts, leadership and consideration of this issue.

Sincerely,

Robert J. Straebel, City Manager

cc: Charlevoix City Council
Beaver Island Boat Company
Keweenaw Excursions

CITY OF CHARLEVOIX
210 STATE ST. CHARLEVOIX, MICH. 49720

Motion by Councilmember Bryan Vollmer, seconded by Councilmember Greg Stevens, to adopt resolution 2012-02-02 as follows:

CITY OF CHARLEVOIX
RESOLUTION 2012-02-02
RESOLUTION SEEKING SUPPORT TO MAINTAIN MICHIGAN'S HARBORS

- WHEREAS, the City of Charlevoix and many other lakefront communities are dependent on commercial harbors for continued vitality and expansion; and
- WHEREAS, Charlevoix's harbor directly affects the City of Charlevoix with jobs related to boating and tourism industries; and
- WHEREAS, Charlevoix's harbor is used by the Beaver Island Boat Company to serve the Island community and the traveling public. The Beaver Island Boat Company and its access to the Charlevoix Harbor is extremely important to the over 600 people who live on the Island year-round and make a living there. The Beaver Island Boat Company and St. James Marine Company haul general freight and cargo, e.g. heavy equipment, stone products, top soil, boats, livestock, storage containers, building materials, garbage dumpsters, modular houses, automobiles, trailers, semi-trailers, and much more to Beaver Island; and
- WHEREAS, Charlevoix's harbor is used by a number of companies that offer scenic cruises on Lake Charlevoix and Lake Michigan. The 110' Keweenaw Star offers daily sight-seeing cruises and overnight excursions to Lake Michigan lighthouses and other destination ports. Sunshine Charters, with its new 40' catamaran, provides an excellent sailing experience for thousands of people over the summer. There are also a number of fishing charters that use Charlevoix as their home port; and
- WHEREAS, the Charlevoix City Marina was renovated in 2007 and is one of Lake Michigan's premier ports. In 2011, Charlevoix was named one of the "50 Best Yachting Towns in the World" by *Yachting* magazine. During the 2011 boating season, the marina was visited by almost 1,500 boats. Those boats brought over 5,600 people into Charlevoix the Beautiful, which has a significant impact to Charlevoix's downtown area; and
- WHEREAS, Charlevoix's U.S. Coast Guard Station, stationed in the Charlevoix harbor, is critical and provides search and rescue and maritime law enforcement on Lake Michigan and Lake Charlevoix; and
- WHEREAS, Charlevoix's harbor, the Upper and Lower Pine River Channels, and many other harbors in the Great Lakes require regular maintenance because of sedimentation, low water levels, and other natural lake processes; and
- WHEREAS, due to recent congressional action preventing the U.S. Army Corps of Engineers from allocating sufficient funds for the maintenance of commercial and small harbors in the Great Lakes, Charlevoix, as part of a coalition with other harbor communities, will be forced to seek Congressional assistance to secure funds for dredging; and
- WHEREAS, if the Charlevoix harbor and Upper and Lower Pine River Channels are not properly maintained, it could soon become non-navigable, thereby resulting in increased risk to human health, safety, and significant economic loss;

February 2012

February 2012

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19	20	21	22	23	24	25
26	27	28	29			

March 2012

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25	26	27	28	29	30	31

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
		February 1	8:30am Main Street Board mtg. 6:00pm Parks & Rec		Winter Fest
Budget to City Manager	5:00pm ZBA 6:00pm Joint Boards/Commissions	8		Choc. Covered Boyne	
12:00pm LDFA Special Meeting	Valentine's Day (United States) Winter Tax Due Date 5:30pm CC Special Meeting 7:00pm City Commission	15	Business After Hours		
		21			
Planning to review CIP President's Day (United States) 5:00pm Planning Commission	7:00pm Historic District	Budget Review with Dept Heads	MML Capl Conf-Early Registration 5:30pm Airport Advisory Board 6:30pm Housing Commission		Paint the Town Red-Boyerne Boost 10:00am City Hall open for absentee ballots only
2:00pm Set up for election	Michigan Presidential Primary Elec 12:00pm CC meeting	29			

March 2012

March 2012

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April 2012

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
			8:30am Main Street Board mtg. 6:00pm Parks & Rec		
	5:00pm ZBA				
12:00pm EDC/LDFA	Budget to City Commission 7:00pm City Commission		5:30pm Business After Hours-Lynda's Real Estate		Saint Patrick's Day (United States)
5:00pm Planning Commission 7:00pm Historical Commission	MML Capital Conference-Lansing Budget Review Session		5:30pm Airport Advisory Board 6:30pm Housing Commission		
	Budget Review Session Alternate 12:00pm City Commission				