



BOYNE CITY  
CITY COMMISSION REGULAR MEETING  
Boyne City Hall  
319 North Lake Street  
Tuesday, August 11, 2015 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 July 28, 2015 City Commission regular meeting minutes as presented
  - B. Security Fencing at WWTP
4. HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)
5. CORRESPONDENCE
  - A. Sommerset Sewer System Metering Information
  - B. Sommerset Pointe Sewer System Public Information Meeting Notice
6. CITY MANAGER'S REPORT
7. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES
  - A. Draft Minutes of the July 02, 2015, Main Street Board Meeting (Canceled)
  - B. Draft Minutes of the July 07, 2015, Zoning Board of Appeals Meeting (Canceled)
  - C. Draft Minutes of the July 13, 2015, Economic Development Corporation Board Meeting
  - D. Draft Minutes of the July 13, 2015, Local Development Finance Authority Board Meeting
  - E. Draft Minutes of the July 16, 2015, Airport Board Meeting
  - F. Draft Minutes of the July 20, 2015, Planning Commission Meeting
8. OLD BUSINESS
  - A. Sister Cities International Project  
Consideration to approve Boyne City's association with Sister Cities International and authorize an invitation to partner letter be sent to the Slane, Meath County, Ireland Municipal District Councillors
  - B. ACD Pole Update  
Review and consideration of ACD's latest proposal

9. NEW BUSINESS

- A. Cleaning and Inspection of City's Water Storage Tanks  
Consideration to authorize the City Manager to sign the agreement with Dixon Engineering to clean and inspect two tanks for \$1950 per tank
- B. Request of the City Manager to go into closed session regarding Attorney/Client Privilege communications as provided in MCL 15.268 (h) of the Michigan Open Meetings Act (PA 267 of 1976)

10. GOOD OF THE ORDER

11. ANNOUNCEMENTS

- The next regular City Commission meeting is scheduled for Tuesday, August 25, 2015 at noon.
- Opening of the 1910 Water Works Historical Interpretive Center on Wednesday, August 26, 2015. Ice cream social and opening remarks begin at 4 p.m.

12. 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 Boards & Commissions for complete  
agenda packets & minutes for each board

**JULY 28, 2015  
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 JULY 28, 2015

**CALL TO ORDER**

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

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

Absent: None

Staff: Cindy Grice, Michael Cain, Lori Meeder, Mark Fowler, Scott McPherson, Jeff Gaither, Andy Kovolski, Patrick Kilkenny and Barb Brooks

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

**CONSENT AGENDA  
MOTION**

2015-07-095

Moved by Towne  
Second by Sansom

To approve the July 14, 2015 City Commission regular meeting minutes as presented

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

**CITIZENS COMMENTS**

Boyne Area Chamber Director Jim Baumann asked if Ray Kendra, our architect for the city facilities could provide options for bidding purposes on green alternatives for the new City Hall facility. It is a 50 year building and over that lifetime, it's possible money could be saved. It could be a good example in town.

**CORRESPONDENCE**

Correspondence from Heather Van Poucker with the Michigan Municipal League regarding the recent Boyne On The Water event; the Michigan Municipal League regarding their 2015 Annual Meeting; Correspondence and Certificate of Appreciation / 2014 Community Fluoridation Reaffirmation Award from the State of Michigan Department of Health and Human Services; and the Protec 2014 / 2015 Annual Report were received and filed.

Commissioner Sansom requested information on the 50 years of history that was stated in the Fluoridation certificate. She would like our records updated and someone to contact the Department of Health and Human Services regarding the difference in years from what we have in our records.

**CITY MANAGERS REPORT**

City Manager Cain reported:

- The FYE 2015 Audit field work was finished on Friday, July 10. They are several weeks ahead of schedule compared to the past few years and we hope to have the report to the City Commission in September.

- The 2<sup>nd</sup> annual Food Truck Rally was well received. There were about 200 more people in attendance than last year.
- We had a very successful second session of our Boyne on the Water Placemaking Project. Lots of people attended and there was good media coverage as well. The concepts and images will be online soon.
- The Michigan Local Government Management Association held their annual summer conference at Boyne Mountain last week. There were about 80 attendees from across Michigan. Most of them visited our community and were very impressed with all we are doing here.
- Work at the DPW site continues to go well.

Commissioner Gaylord stated that he heard mentioned by a few individuals at the Placemaking session that one of the drawings did not show the current playground. Because nothing has been determined, where did that information come from and why was the playground not on the plans? City Manager Cain said we didn't give the guidance; this was not a City-led project. No direction on the playground was discussed.

Lori Meeder updated the Commissioners on the recent Boyne Thunder event. She shared positive survey comments on how open and welcome the community is and the impact on our community. This event is now second to the Miami event. Lori presented Harbormaster Barb Brooks with Boyne Bucks from the Boyne Thunder Committee as a thank you for her hard work and dedication to the event.

## REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

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The June, 2015 Financial Statement was received and filed.

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### Division Street Drainage Alternative

Consideration to allow City personnel to take the necessary steps to implement Option 4, reusing abandoned storm drain line

City Manager Cain said since our last meeting, our DPW has unearthed the easternmost known stormwater structure which was part of the old system and replaced with Division Street was rebuilt in 2010. That old system segment lies north of Division Street and ran from just west of Grant Street to slightly east of Park Street. When the road was rebuilt, this segment was abandoned but still exists. The tops of the old catch basins were removed, the structures filled and the pipes capped. We believe the system is still pretty much intact and with some effort, can be put back in to service. This would be good because it's about two feet deeper than the existing one that runs down the center of the road to just east of Park Street where it ties into the old system north of the edge of the road. The option presented would be a deeper depth that allow us to be five feet lower than the existing inlet elevation near the entrance to Parkview Apartments. We have also been informed that it would cost us approximately \$17,000 to bore under the street rather than make a cut through Division Street. City Manager Cain recommended taking this option.

Staff Comments: None

Citizens Comments: Bill Kuhn said this option looks great. He suggested lowering it around the pod area and protecting the retention area with fencing to keep it safe.

Joe Quandt, the attorney for Parkview Apartments provided plans from the former construction showing where the former drain lines were. He stated that Parkview has suffered significant damages, road damages, due to the increase in groundwater pressure. Parkview is willing to grant an easement if we want to go in that direction. None of these proposals addressed the damages to Parkview. Why not combine all within a PILOT (Payment in lieu of taxes) for the damages and other work to be done at Parkview. The PILOT would be revenue neutral to the City, but obviously an offset of taxes to other taxing authorities. The City could get it's remedy paid for, Parkview would get help for their improvements, low income housing would see improvements. Mr. Quandt said they strongly recommend to work this out to remedy the damages suffered by Parkview and he believes the law allows for the captured cost of the remedy. Parkview has about \$100,000 wrapped up in this now.

Commissioner Gaylord inquired if Parkview has requested a PILOT in the past. Bob Brooks of Parkview said yes, but it was rejected in the end after being approved at the first two meetings. City Manager Cain added he thinks this is a conversation we should have. We can continue to work on the other issues and dialogue but he recommends we go forward with his recommendation. Bob Brooks said they are trying to get a PILOT because it's the only financing they can get to fund the improvements and rehabilitation of their affordable housing.

Board Discussion: Commissioner Neidhamer agrees we should move forward. Is the \$17,000 in boring fees recoverable by the PILOT? City Manager Cain said generally no, it is usually not recoverably. Commissioner Neidhamer said he does like the expedited process of getting this taken care of and is skeptical of the PILOT process time to get this resolved. Mayor Pro-Tem Towne likes the idea of boring under the road also. If the old system can be used, it's the most cost effective way. He would like to see the total costs of going with this option. Commissioner Gaylord said he appreciates the information. Historically, were usually in a position to take advantage of grants. This project isn't one of them. The situation is here. Let's look to fix it. This is not saying the City caused it, but let's get it fixed. City Commissioner Samson said she is in favor of the presented option four, ASAP, before winter. It sounds adequate and she is also in favor of boring under the road. Mayor Grunch said he feels we should move forward with the presented option as well. We have several acres of property that's damaged. It should be expedited as quickly as we can, and it needs to be done.

**MOTION**

2015-07-096  
 Moved by Towne  
 Second by Sansom

To approve to allow City personnel to take the necessary steps to implement Option 4, reusing abandoned storm drain line

Ayes: 5  
 Nays: 0  
 Absent: 0  
 Motion carried

**GOOD OF THE ORDER**

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**ADJOURNMENT  
MOTION**

Commissioner Sansom asked if there is a way to get the word out on fireworks? City Manager Cain said we have been. Chief Gaither said we do receive complaints and respond to them. By the time officers get to the area, the show is sometimes over. We do need to know about it. Commissioner Sansom also asked who she would pass changes to the Master Plan to and was informed, to Planning Director Scott McPherson. Commissioner Gaylord said he appreciates there are those who are bothered by the fireworks outside of the ordinance allowed days.

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Moved by Mayor Grunch seconded by Commissioner Gaylord to adjourn the regular City Commission meeting of Tuesday, July 28, 2015 at 1:15 p.m.

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Ron Grunch  
Mayor

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Cindy Grice  
Clerk / Treasurer

DRAFT

**CITY OF BOYNE CITY**

**To:** Michael Cain, City Manager *MC*  
**From:** Mark Fowler, W/WW Superintendent *MF*  
**Date:** 8/4/2015  
**Subject:** Security Fencing at WWTP

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**Discussion**

A 150 ft. section of fencing at the plant needs to be replaced. It was knocked down by trees that fell on it. The gap in the fence is currently closed using a section of snow fence.

I have a quote from Harbor Fence of Petoskey to install the section of fence. The quote is for \$2480. They can do the work while they are here installing the fences around the well houses.

**Recommendation**

I recommend that the City Commission authorize the City Manager to sign the proposal with Harbor Fence to install the fence at the WWTP for the quoted price of \$2480.

Options:

- 1) Deny the request
- 2) Postpone for further consideration
- 3) Other options as determined by the City Commission

**CITY OF BOYNE CITY**

**To:** Michael Cain, City Manager *Mc*  
**From:** Mark Fowler, W/WW Superintendent *MF*  
**Date:** 8/7/2015  
**Subject:** Sommerset System Grinder Pumps

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**Discussion**

Individuals that could potentially hook into the system have expressed concern about having a water meter installed on their private well system and want to have an hour meter on their grinder pump instead. They are concerned about being billed for water that doesn't go down the drain such as irrigation and outside faucets which is understandable.

However, the cost to have a plumber put in a line to the outside faucets ahead of the water meter would be about the same as the cost of the pump hour meter. The pump does not come standard with the hour meter; it is an add-on at a cost of \$235.

There are several issues with that option.

1. The hour meter is not as accurate as the water meter. Flow rates range from 8 gpm to 15 gpm based on system pressure.
2. They are not remote read. Our employees would have to stop at each house locate there pump control panel and write down the reading. In the winter there is the issue of getting to it through the snow.
3. The pump and controls would belong to the homeowner so we would need to have some mechanism in place to be able to enforce having the hour meter repaired if it fails.

**Recommendation**

I recommend that we have everyone install a water meter.

However, if it is decided that they can have an hour meter on their grinder pump I have a few recommendations.

1. That their usage is calculated at the max flow rate of 15gpm.
2. That there is an additional surcharge for having to manually read the hour meter.

  
SOMMERSET  
POINTE  
YACHT CLUB & MARINA

August 5, 2015

Dear Property Owner:

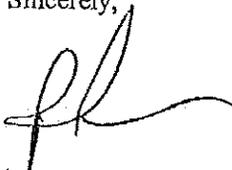
As you may know, an agreement has been approved by Eveline Township, the City of Boyne City and Sommerset Pointe Development to extend the Boyne City wastewater/sewer system from the existing lines within the City to Sommerset Pointe Development. This letter has been transmitted to you because you own property in proximity to the sewer extension and/or your property is eligible to connect to the extended municipal wastewater system.

Please be advised that a public informational meeting regarding the project will be held at 6:00 p.m. on Tuesday, August 18, 2015, at the Captain's Den at the Sommerset Pointe Yacht Club. The project engineer, general contractor and various public officials will be present to provide information and answer questions. Among the matters to be reviewed and discussed, are the following:

- Overall project, routing, background
- Service connection diagram
- Service connection fees
- City requirements for individual grinder pumps
- Detailed construction schedule
- Traffic control program
- Construction impacts
- Timing for service connections
- Contact information for private service construction
- Methodology and time frame for subscribing to sewer service
- Subscription Agreement

We encourage your attendance, as we are currently contemplating a starting date shortly after Labor Day.

Sincerely,



Ron Turner  
Sommerset Pointe Construction Manager



Approved \_\_\_\_\_

**MEETING OF  
JULY 13, 2015**

**MINUTES OF THE BOYNE CITY ECONOMIC DEVELOPMENT CORPORATION  
MEETING DULY CALLED AND HELD ON MONDAY, JULY 13, 2015.**

**CALL TO ORDER**

Chair Gillett called the meeting to order at noon.

**ROLL CALL**

Present: Kelly Bellant, Michael Cain, Michelle Cortright, Ralph Gillett, Pete Friedrich, Pat Anzell and Josette Lory  
Absent: Todd Fewins and Marilee Grom

**MEETING  
ATTENDANCE**

Staff: DPW Supervisor Andy Kovolski and Recording Secretary Lisa Schrock  
Public: One

**EXCUSED ABSENCE  
MOTION**

**Cain moved Cortright seconded PASSED UNANIMOUSLY** to excuse Todd Fewins and Marilee Grom

**MINUTE APPROVAL  
MOTION**

**Bellant moved Cain seconded PASSED UNANIMOUSLY** to approve the minutes of June 1, 2015 as presented

**CORRESPONDENCE  
UNFINISHED BUSINESS**

None  
Business Park Update: Mr. Cain updated the board on the following: IMI—possibility of moving the pond. Temprel will only make cosmetic improvements at this time. The RBI facility is for sale in the old section of the park. Federal Screw—Andy Hayes spoke about some of the plans for the building. Classic Instruments had Back to the Streets and they will be having their annual picnic. All businesses Mr. Cain heard from are doing well. Lexamar finished their parking lot improvements and there is talk about possibly having a daycare on site.

**NEW BUSINESS**

None

**GOOD OF THE ORDER**

Cortright mentioned there is a Main Street booth with a list of employers that are hiring at Stroll the Streets.

**NEXT MEETING**

The next meeting of the Local Development Finance Authority is scheduled for Monday, August 10, 2015.

**ADJOURNMENT**

The July 13, 2015 Economic Development Corporation meeting was adjourned at 12:09 p.m.

\_\_\_\_\_  
Lisa Schrock, Recording Secretary



Approved: \_\_\_\_\_

**MEETING OF  
July 13, 2015**

**MINUTES OF THE BOYNE CITY LOCAL DEVELOPMENT FINANCE  
AUTHORITY MEETING DULY CALLED AND HELD ON MONDAY, JULY 13,  
2015**

**CALL TO ORDER**

Chair Gillett called the meeting to order at 12:09 p.m.

**ROLL CALL**

Present: Kelly Bellant, Michael Cain, Michelle Cortright, Pete Friedrich, Josette Lory, Pat Anzell and Ralph Gillett

Absent: Todd Fewins

**MEETING  
ATTENDANCE**

Staff: DPW Supervisor Andy Kovolski and Recording Secretary Lisa Schrock

Public: One

**Cain moved, Cortright seconded PASSED UNANIMOUSLY** to excuse Todd Fewins

**EXCUSED ABSENCES**

**MOTION**

**APPROVAL OF  
MINUTES**

**Bellant moved Cain seconded, PASSED UNANIMOUSLY** to approve the June 1, 2015 minutes as presented.

**MOTION**

Mr. Cain would like to add the following item to the agenda under 8 b: Request of the City Manager to go into closed session to consider the purchase of real property as provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976)

**MOTION**

**Lory moved Cortright seconded PASSED UNAMIMOUSLY** to add a closed session to the agenda for the sale of property

**UNFINISHED BUSINESS**

**Award of Bid—Drainage Improvements:** Larry Fox from C2AE stated they received three bids last week. The low bid came in at \$327,322 from MDC. There was discussion.

**MOTION**

**Lory moved Cortright seconded PASSED UNAMIMOUSLY** to approve the MDC bid as presented

**NEW BUSINESS**

**Cortright moved Bellant seconded PASSED UNAMIMOUSLY** to approve the request of the City Manager to go into closed session to consider the purchase of real property as provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976) at 12:19 p.m.

**CLOSED SESSION  
MOTION**

**RETURN TO OPEN  
SESSION**

**Cortright moved Anzell seconded PASSED UNAMIMOUSLY** to return to Open Session at 12:28 p.m.

**MOTION**

**NEXT MEETING**

The next meeting of the Local Development Finance Authority is scheduled for Monday, August 10, 2015.

**ADJOURNMENT**

The July 13, 2015 Local Development Finance Authority meeting was adjourned at 12:29 p . m .

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Pete Friedrich, LDFA Secretary

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Lisa Schrock, Recording Secretary

DRAFT



Approved: \_\_\_\_\_

**MEETING OF  
JULY 16, 2015**

**RECORD OF THE PROCEEDINGS OF THE REGULAR MEETING OF THE  
BOYNE CITY AIRPORT ADVISORY BOARD HELD JULY 16, 2015**

**CALL TO ORDER**

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

**ROLL CALL**

**Present:** Richard Bouters, Jerry Schmidt, Oral Sutliff ,  
\*Rod Cortright, , Brian Harrington\* Leon Jarema

**ATTENDANCE**

**Absent:** \*Jim Kozlowski \* Larry Trumble \*Bud Chipman  
Ed Hennessy  
\**Ex Officio Members*  
**Citizens:** Ron Ludgin  
**Staff:** Airport Manager/City Manager, Michael Cain

**EXCUSED ABSENCES  
MOTION**

**Bouters moved and Sutliff seconded, PASSED UNANIMOUSLY** to excuse Ed Hennessy.

**APPROVAL OF MINUTES  
MOTION**

**Sutliff moved Harrington seconded PASSED UNANIMOUSLY** to approve the minutes of **June 25, 2015** as written.

**CORRESPONDENCE**

NONE

**COMMITTEES/REPORTS** NONE

**UNFINISHED BUSINESS**

**A. Hangar Inquires/Leasing**

All City owned hangars are currently leased. The City continues to receive inquiries regarding hangar space.

**B. Projects:**

1. **Fence relocation/repair:** Work on re-location and repair of the airport security fence continues.
2. **Runway markings:** A quote for painting markings on the runway and taxiway has been obtained by the City. The board will review the quote and advise whether to move forward with this project after a review of the Airport Budget.
3. **Runway distance markers:** Airport Manager Michael Cain has met with an airport user that has an interest in providing runway distance marking signs at the airport. M. Cain will work with them and report back to the board regarding progress.

- C. **Other:** An inquiry was made regarding having Jet A fuel available at the airport. This has been researched in the past, and the board will review at the September meeting.

**NEW BUSINESS**

- A. **Annual Safety Seminar:** Due to MDOT's inability to schedule a Safety Seminar until winter, a seminar will not be held in 2015. The board will look at the pring of 2016 for the next Seminar.
- B. **Fuel Farm Insurance:** M. Cain reported that the price for insuring the Airport Fuel Farm will not increase for 2016.
- C. **Hangar Wind Sock:** The wind sock located at the end of the T-Hangars on Taxiway C is in disrepair and will be replaced.
- D. **Fuel Billing Data:** The board reviewed fuel billing information for airport fuel customers. This data will be reviewed by the board each month.

**GOOD OF THE ORDER**

- A. Fuel price is **\$4.94** per gallon as of **July 10, 2015**.
- B. The Harbor Springs Chapter of the EAA will hold a Young Eagles Event at the Airport on Saturday, August 15, 2015 from 9 a.m.– noon.  
This event offers free airplane rides to kid's ages 8yrs to 17yrs.

**ANNOUNCEMENTS**  
**NEXT MEETING**  
**MOTION**

- A. The next regular Airport Advisory Board meeting is scheduled for **Thursday, August 28, 2015 at 5:30pm in the Airport Terminal.**

**ADJOURNMENT**

**Chair Schmidt** adjourned the Airport Advisory Board meeting at **6:04 p.m.**

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Richard L. Bouters-Secretary\_\_\_\_\_

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**Approved: August 17, 2015**

<b>Meeting of July 20, 2015</b>	Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday, July 20, 2015 at 5:00 pm.
<b>Call to Order</b>	Vice Chair Frasz called the meeting to order at 5:00 p.m.
<b>Roll Call</b>	Present: George Ellwanger, Chris Frasz, Jim Kozlowski, Tom Neidhamer, Andy Place and Joe St. Dennis Absent: Jason Biskner (arrived at 5:04) and Jane MacKenzie Vacancy: One
<b>Excused Absence(s) **MOTION</b>	<b>2015-7-20-02</b> <b>Place moved, St. Dennis seconded, PASSED UNANIMOUSLY</b> , a motion to excuse the absence of Jason Biskner and Jane MacKenzie
<b>Meeting Attendance</b>	City Officials/Staff: Planning and Zoning Administrator Scott McPherson and Recording Secretary Pat Haver Public Present: 5
<b>Consent Agenda **MOTION</b>	<b>2015-7-20-03</b> <b>Ellwanger moved, Neidhamer seconded, PASSED UNANIMOUSLY</b> , a motion to approve the consent agenda; approval of the Planning Commission minutes from June 15, 2015 as presented.
<b>Citizen comments on Non-Agenda Items</b>	None
<b>Reports of Officers, Boards and Standing Committees</b>	Boyne on the Water is scheduled for tomorrow, July 21 <sup>st</sup> from 4:00 pm to 8:00 pm in Sunset Park under the big tent. There will be structured presentations at 4:30, 5:30 and 6:30 pm to review the preliminary concepts from the previous meetings; with additional opportunities for continued input.
<b>Unfinished Business</b>	None
<b>New Business</b>	Planning Director McPherson reviewed his staff report that was included in the agenda packet. After the packets were mailed out, additional information was provided by the applicant and was placed at the commissioner's seats, received and filed. The applicant is proposing to change the use of the building to a brew pub, which is a principle permitted use in the CBD, however additional parking demands for the proposed use is deficient by approximately 32 spaces. The lot space is approximately 60 ft. by 80 ft. with the building covering the majority of the area, so the ability to provide private parking is not an option; the building sits adjacent to 65 public parking spaces and within 300 feet from the structure is about 300 additional public parking spots that can be considered collective use for all of the businesses in the CBD. Under Section 24.20 the Planning Commission may approve a 20% reduction for collective use of parking spaces. The second item before the board is the encroachment onto public property for the placement of a handicap ramp and dumpster enclosure, with the understanding that detailed drawings showing the design, materials and colors must be submitted to the Mainstreet Design Committee and a lease agreement for any encroachments into public property must be approved by the City Commission. Commissioner Neidhamer wanted to advise the board that he personally knows the applicant, however, does
<b>Development Plan Review 112 S. Park Street</b>	

not have a business relationship with him, so the board felt there was not a conflict of interest in this case.

**Kozlowski** – Will any of the current businesses remain in the building or move?

**Mike Castiglione** – There is one on the second floor that might stay.

**Mike Castiglione – applicant:** Our intention is to open a brew pub with approximately 30 taps and a 5 barrel stainless steel brew system for craft brews; with a small restaurant. He reviewed the 9 page packet that was supplied to the commissioners' at their seats. Underground utilities were talked about, and will be investigated prior to putting down a cement slab for the dumpsters. They believe that an ADA ramp will need to be installed. The preferred location for the ramp would be off of the south side of the building, utilizing one of the existing entrances. McPherson asked if they had spoken with the Charlevoix County Building Department to see what their requirements were, they have not, and were encouraged to do so. He indicated at this point their preference for the location of the dumpster enclosure, is off of the SW corner of the building on the small grass area. Both of these locations are public property so will require permission/lease for encroachment from the City Commission. The property survey will be done within the next couple of weeks, so will know for sure at that time how much if any, encroachment will be needed. The business will have both a Class C license and a Microbrewers license. The focus will be on the brew pub and not sure if we will showcase the brew house on the main floor, or put with the majority of the brewing equipment in the basement. They are still thinking about the interior remodeling, and are not sure how large the restaurant seating will be.

**St. Dennis** – With all of the available public parking, there is no better location for this type of establishment than where it is being proposed.

**McPherson** – First step is to look at the parking and make a determination if you believe there is sufficient rationale to waive the additional requirement for the change in use. When counted there are 300 spaces of public parking available within 300 feet of the building.

With no additional board discussion, **motion by Ellwanger, seconded by St. Dennis;** based on the criteria and available public parking in the proximity of the proposed business, waive the additional parking requirements.

Public comments opened at 5:32 pm

**Lori Meeder –Main Street Program Director and tenant in the building.** A lot of market studies and surveys have been done that show this is a great opportunity for the community, and there is plenty of parking available.

**Jim Baumann – Chamber of Commerce:** This is the perfect place for this business, and echo that there is plenty of parking available.

**2015-7-20-7A**

**Roll Call:**

Aye: Biskner, Ellwanger, Frasz, Neidhamer, and St. Dennis

Nay: Kozlowski and Place

Absent: MacKenzie

Vacancy: One

**Motion Carries**

The second phase of this is the encroachment on public property with the dumpster enclosure and possibly the ramp. You can not approve this aspect, but can make a recommendation to the City Commission, who will enter into a lease or agreement with them. There are other instances where something similar has occurred, the old Depot railroad train car with ramp and water tower are on public property, and they have a lease agreement with the city to allow that to happen. A survey must be done to specifically identify where the areas are, before a determination to the

**\*\*MOTION**

extent of encroachment is. We know that there will be an encroachment, just do not know extent at this time. If the board feels uncomfortable making a recommendation prior to getting a survey, you can pass on that until the survey is done, and have them come back for a recommendation. The board felt comfortable with the location of the dumpster placement, however, would like to have the encroachment for the ramp minimized as much as possible. By recommending the encroachments, it will assist in enhancing a business opportunity, and the preferred ramp location is already an entrance into the building.

**McPherson** – Remember the final design must go to the Main Street Design Committee for materials and construction of the structure and City Commission once all of the information is gathered for final approval of granting a lease or agreement with the encroachments.

Open to public comment at 5:57 pm

**Lori Meeder** – I echo the comments from the board and am in favor of any necessary encroachments on this small strip of land, to aid this business getting started and off the ground.

After no further board discussion, **motion by Ellwanger, seconded by Neidhamer**, recommending the City Commission enter into a lease agreement for encroachment of the dumpster location on the southwest corner on public property as shown on page 2 and minimal encroachment, if necessary, for the ramp location on the south side of the building as shown on page 6; with final review to be determined by staff as discussed by this commission, move forward to the Main Street Design Committee for their review and approval for material and construction and City Commission for final approval of encroachments.

**\*\*MOTION**

**2015-7-20-7A.1**

**Roll Call:**

Aye: Biskner, Ellwanger, Frasz, Kozlowski, Neidhamer, and St. Dennis

Nay: Place

Absent: MacKenzie

Vacancy: One

***Motion Carries***

**Staff Report**

- City staff is continuing to review renderings for the city facility final layout, with drawings and materials available in city hall.
- Marvin Loding Awards are coming up again, and currently there are no nominations, so if anyone has any suggestions, get them to Scott.

**Good of the Order**

None

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, August 17, 2015 at 5:00 pm in the Auditorium.

**Adjournment**

**\*\*MOTION**

**2015-7-20-10**

**St. Dennis moved, Place seconded, PASSED UNANIMOUSLY** a motion to adjourn the July 20, 2015 meeting at 6:11 p.m.

\_\_\_\_\_  
Vice Chair Chris Frasz

\_\_\_\_\_  
Pat Haver, Recording Secretary



Date: August 11, 2015

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

From: Lori Meeder, Main Street

RE: Sister Cities International Project

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### **Overview and Background**

On February 11, 2014 the city commission endorsed Boyne City's association with Sister Cities International and authorized an invitation to partner with a city in Ireland known as Drogheda, Ireland. The city sent a letter to the Drogheda Borough Council inviting them to enter into a Sister City relationship with Boyne City on behalf of the citizens of our community, signed by Mayor Grunch.

Becky Kuebler, after much tenacity and effort – working with Patrick Maquire, a resident of Adrian Michigan and a native of Drogheda – was recently informed that the Drogheda Borough Council declined our invitation. After more research, Becky Kuebler believes she has a new potential Sister City in Slane, the county of Meath, Ireland. Slane is located in the Boyne Valley in Ireland with geographical similarities, and thus the reason John and Harriet Miller, Boyne City founders, settled here. With a similar population as well as historical ties to the area, this would be an excellent fit.

The Sister City project will fall under the Main Street Program and Becky will again form a Sister City committee.

Founded by President Dwight D. Eisenhower in 1956, Sister Cities International is a nonpartisan 501(c)(3) nonprofit which serves as the national membership organization for individual sister cities, counties, and states across the U.S. This network unites tens of thousands of citizen diplomats and volunteers in 545 communities with over 2,100 partnerships in 145 countries on six continents.

At the Main Street Board meeting on August 6, 2015, the board approved a recommendation to the city commission to move forward with a formal invitation to City of Slane, County of Meath, Ireland. The letter from the City of Boyne City to their council is attached for your review and approval.

## **Recommendation**

Recommend that the City commission approve Boyne City's association with Sister Cities International and authorize an 'invitation to partner' letter (attached) be sent to the Slane, Meath County Municipal District Councillors.

## **Options**

- Approve a motion to send letter of invitation
- Do not approve
- Postpone for further information or consideration
- Other as determined by City Commission



Wayne Harding  
Laytown-Bettystown Municipal District Councillors  
Rathmaiden  
Slane  
Co. Meath  
Ireland

Dear Councillor Wayne Harding,

It is with great pleasure that I invite Slane, Co. Meath, Ireland to enter into a Sister City relationship with Boyne City, Michigan, on behalf of the citizens of our community.

We believe Slane is a good fit for this partnership because of the historical ties between Boyne City, Michigan and the Boyne Valley in Ireland. Boyne City was founded by Irish immigrants, John and Harriet Miller, in 1856. The Boyne River running through Boyne City and opening into the mouth of Lake Charlevoix, so reminded Mrs. Miller of her home in Ireland, it was thusly named. We believe Slane, having similar geography and population density to our own town, as well as historical ties, would be an excellent fit. As citizens of Boyne City, we would like to cultivate and foster that connection to the benefit of both of our communities.

Our hope is to create an awareness and appreciation of each other's culture as well as many cooperative activities that will be of mutual benefit to our communities. We suggest these to include student exchange programs, tourism and economic development programs, community service projects, club or organizational links, and newspaper column exchanges.

From this beginning we hope this partnership will grow and continue for many generations, fostering educational, economic and professional exchanges. We look forward to the limitless possibilities of this relationship. The benefits of this relationship to the city of Slane are the development of cultural awareness, economic growth, and friendship between our two communities.

Our expectations are few but may include reliable communication between the Slane Sister City Committee members and Boyne City Sister City Committee members, periodic evaluation of the success of the Sister City Program, and periodic visits from each community at each traveler's expense or however each community deems appropriate in relation to funding their ambassadors.

Although this partnership would begin with an agreement between our respective municipalities, we see the strength and vitality of this long-term association residing in the organizations, schools, businesses, and individuals of our citizenry. To this end, we have identified a group to establish the Sister City Committee. Our committee would be responsible for working with you and your community to develop a mutually acceptable Sister City agreement and to prepare a plan for the initial activities and exchanges to take place.

If you kindly accept our invitation, we would suggest that a similar body of individuals be assembled in Slane. Please note that Becky Kuebler, Boyne City Main Street Sister City Coordinator, will be your point of contact for establishing an agreement and planning the initial activities. She can be reached at 001-231-675-3770 or [bkuebler@yahoo.com](mailto:bkuebler@yahoo.com).

We truly hope that Slane, Co. Meath, Ireland will accept this opportunity to partner with Boyne City, Michigan. We eagerly await your response and would be happy to address any questions or reservations you might have.

Thank you for your consideration.

Sincerely,

Ron Grunch Mayor	Tom Neidhammer Commissioner	Laura Sansom Commissioner	Gene Town Commissioner	Derek Gaylord Commissioner
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Michael Cain City Manager	Jim Baumann Chamber Director	Becky Kuebler Sisters City Chair	Peter Moss Superintendent	Cliff Carey Library Director
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Cc: Elmer Ferguson, Tom Kelly, Sharon Keogan, Stephen McKee, Paddy Meade, Sharon Tolan



# City of Boyne City

# MEMO

Date: August 7, 2015

To: Mayor Grunch and the Boyne City City Commission

From: Michael Cain, City Manager : 

Subject: ACD Antenna Request Update

Yesterday our attorney on this matter, Mike Wata, and I had a telephone conference with representatives of ACD and Verizon on this matter. At the end of our call it was agreed that they would provide us with a letter summarizing their position on this matter (Attachment A).

Much of the discussion regarding the possible placement of their five antennas was pretty positive. I did sense what I felt was a sincere willingness to work with us and minimize the disruptions they could possibly create. You may recall that at our last meeting when this was discussed there was some confusion on the number or their proposed antennas. As I noted in my memo at that time the correct number is five. Their map (provided in easier to read color here) does show six but the two on the bottom left are alternate locations and only one of them would be built.

We also talked about the possibility of replacing the northern two poles with decorative traffic signal poles with their hardware at the top at the intersections of Lake and Water and Lake and Vogel, at their cost. The pair at Lake and Vogel would be used to hold community announcement banners which have been discussed for some time while the pair at Lake and Water would replace our existing poles. Both projects have been talked about in our community for some time. These discussions are very much in the preliminary conceptual stage but did look possible and positive.

They were much firmer on their intent to avoid a franchise and the payment of any ongoing fees.

They also spoke regarding their need and desire to improve communications speed and reliability in this area. They noted that a number of calls could not be completed during our peak periods like the 4<sup>th</sup> of July and Boyne Thunder. They further noted that if they could not achieve a small tower solution they would pursue a 'macro' tower solution as close to downtown as possible. This is not their preferred option because the smaller antenna system provides much greater performance.

Attorney Wata is available Tuesday evening by phone if we wish to confer with him in either open or closed session.

If you have any questions, comments or suggestions in the meantime, please let me know.

**RECOMMENDATION:** Consider what if any additional direction to give the City Manager on this matter.

#### Options:

- a) Postpone the matter for further information or consideration.
- b) Consider appropriate attorney/client privileged communications with our attorney in closed session.
- c) Take no action regarding the matter.
- d) Other options as considered by the City Commission.



Memorandum Regarding Proposed Small Cell System for Boyne City

ACD will provide:

2 Cross Street Sign Entrance Poles, installed at our cost.

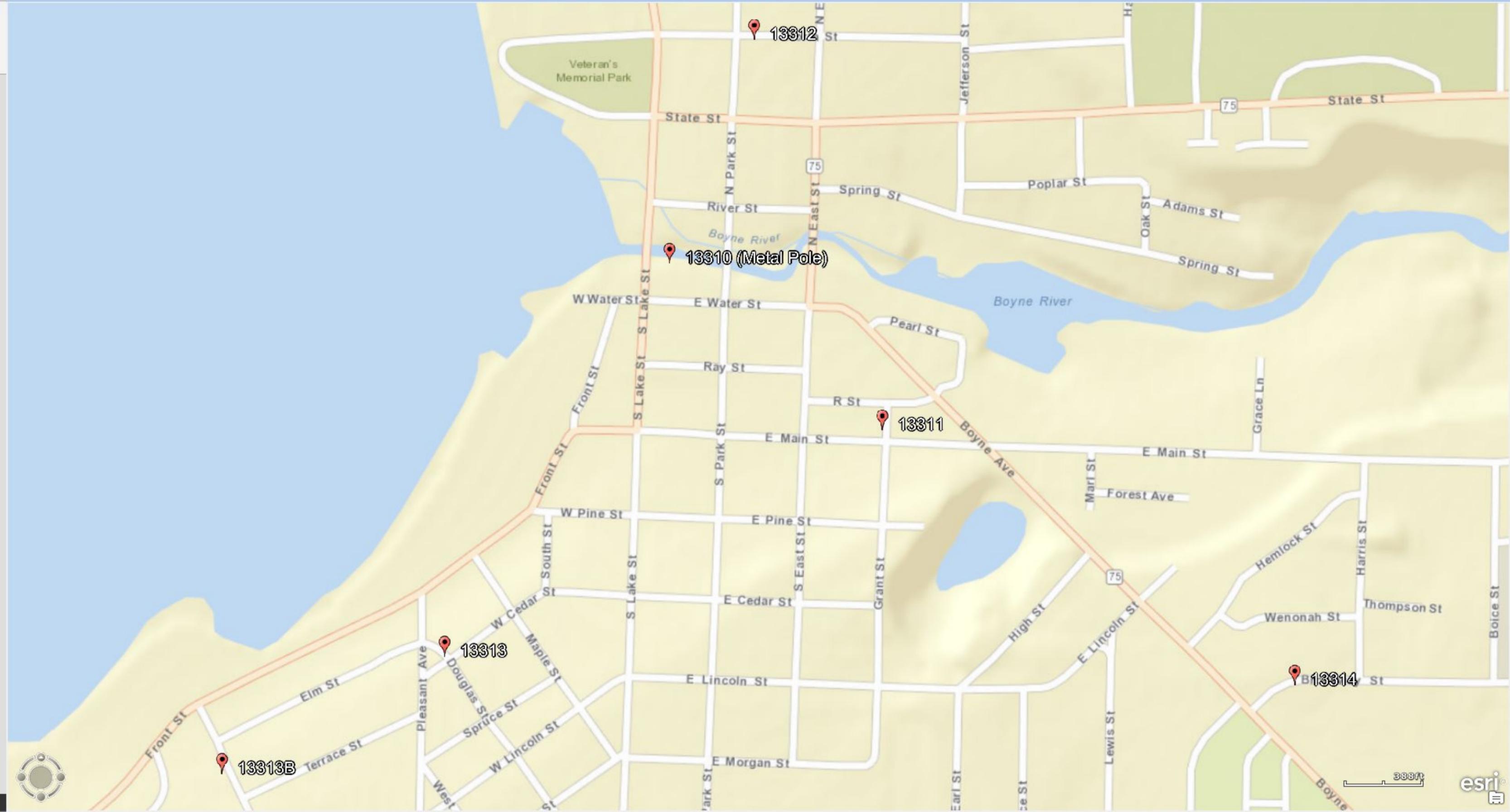
One node will be placed on one of the poles.



- ACD will upgrade and replaced one or two traffic signal or directional signal pole with a decorative pole of the city's reasonable choosing that meets structural engineering certifications.
- ACD will installed additional steel pole nodes decorative or otherwise up to budgeted amount.



- ACD's additional investment in decorative street, signage, infrastructure will be \$30,000 to \$35,000.
- ACD will pay \$500 per year to be on the poles that ACD installs for the city, this will be two or three nodes dependent on final siting.
- ACD will provide structural integrity certifications and drawings.
- The property will be transferred to the city.



13312

13310 (Metal Pole)

13311

13313

13313B

13314

388ft



**CITY OF BOYNE CITY**

**To:** Michael Cain, City Manager   
**From:** Mark Fowler, W/WW Superintendent   
**Date:** 8/4/2015  
**Subject:** Cleaning and Inspection of UGT

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**Discussion**

I would like to propose that we have the Under Ground Storage Tanks (North & South) for the water system cleaned and inspected. The recommended frequency for this to occur is every 5 years. Neither tank has been cleaned or inspected since they were installed. The south tank has been in service since 2004 and the north tank since 1997. The tanks will need to be isolated one at a time, drained, cleaned and the concrete inspected by a certified engineer. I have gotten proposals from two different firms that specialize in this type of work. They are Dixon Engineering of Lake Odessa MI and Nelson Tank Engineering and Consulting (NTEC) of Lansing MI.

The price quote from Dixon Engineering is \$1950.00 for each tank.  
The price quote from NTEC is \$2200 for the South Tank and \$2300 for the North Tank.

**Recommendation**

I recommend that the City Commission authorize the City Manager to sign the Contract agreement with Dixon Engineering to clean and inspect the tanks for the quoted price of \$1950 per tank.

Options:

- 1) Deny the request
- 2) Postpone for further consideration
- 3) Choose the proposal from NTEC
- 4) Other options as determined by the City Commission

# August 2015

August 2015							September 2015						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					August 1 6:00am Mich Mtn. Mayhem 8:00am Farmers Market
					2
3	4	5	6	7	8
		8:00am Farmers Market	8:30am Main Street Board mtg. 6:00pm Parks & Rec		Antique Auto Show/Flea Market 8:00am Farmers Market
					9
					Antique Auto Show/Flea Market
10	11	12	13	14	15
Antique Auto Show/Flea Market	7:00pm City Commission	8:00am Farmers Market			8:00am Farmers Market
					16
17	18	19	20	21	22
5:00pm Planning Commission	7:00pm Historic District	8:00am Farmers Market			8:00am Farmers Market
					23
24	25	26	27	28	29
	12:00pm City Commission	8:00am Farmers Market	5:30pm Airport Advisory Board		8:00am Farmers Market
					30
31					