

**JUNE 23, 2020
REGULAR MEETING**

RECORD OF THE PROCEEDINGS OF THE REGULAR BOYNE CITY COMMISSION MEETING DULY CALLED AND HELD VIA ZOOM MEETING, ON TUESDAY JUNE 23, 2020

CALL TO ORDER

Mayor Neidhamer called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance. Mayor Neidhamer also discussed the rules of the Zoom meeting.

Present: Mayor Tom Neidhamer, Mayor Pro-Tem Ron Grunch, Commissioners Hugh Conklin, Sally Page and Dean Solomon

Absent: None

Staff: Michael Cain, Cindy Grice, Patrick Kilkenny, Barb Brooks, Dennis Amesbury, Kelsie Kind-Duff, Scott McPherson, Tim Faas, Kevin Spate and Mark Fowler

Others: There were ten citizens in attendance via the Zoom meeting platform

**CONSENT AGENDA
MOTION**

2020-06-066
Moved by Conklin
Second by Page

Approval of the May 26, 2020 City Commission regular meeting minutes as presented

Approval of a Resolution to set an alternate date for the July or December Board of Review per the State of Michigan Governor's Executive Order 2020-87 and authorize staff to execute the document

Approval to purchase five sets of Fire-Dex fire gear in the amount of \$11,560 and authorize the City Manager to execute the documents

Approval of the contract extension offer from M&M Pavement Marking, Inc. of Grand Blanc MI and issue a purchase order in an amount not-to-exceed \$32,000 for pavement marking and authorize the City Manager to execute the documents

Approval to grant approval to Boyne City Main Street to apply for a raffle license for the virtual Food Truck Rally

Ayes: 5

Nays: 0

Absent: 0

Motion carried

CITIZENS COMMENTS

None

CORRESPONDENCE

None

**CITY MANAGERS
REPORT**

City Manager Cain reported:

- The pavilion will be open for public use this weekend
- The North Lake Street project is nearly complete
- Compost screening is about 65% complete
- The first application of dust control has been completed
- Crews are still flushing hydrants
- Stroll the Streets is still slated to start July 17th

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

Approved minutes of the May 7, 2020 Main Street Board regular meeting; approved minutes of the May 14, 2020 Main Street Board special meeting; Draft minutes of the May 19, 2020 Parks & Recreation Commission meeting and the May 2020 Financial Statement were received and filed.

**Boyne Heritage
Collection Policy**

The Boyne Heritage Center has asked that the Commission postpone the item regarding the agreement with the Boyne Heritage Center regarding its role as stewards of the historical collections until the July 14, 2020 Commission meeting

MOTION

2020-06-067
Moved by Conklin
Second by Page

To postpone discussion of an agreement with the Boyne Heritage Center regarding its role as stewards of the historical collections owned by the City of Boyne City until the July 14, 2020 Commission meeting

Ayes: 5
Nays: 0
Absent: 0
Motion carried

**Shoreline Repairs
Recommendations**

Consideration to approve the recommended erosion control strategies as presented and authorize the design team to proceed with submitting permits, preparing bid documents and in the case of Lakeshore Drive engaging the residents whose properties are affected.

Director of Public Works Tim Faas said at the May 26, 2020 meeting, the City Commission awarded contracts to C2AE and Armstrong Environmental to develop plans, specifications, permits, bids and construction engineering for the emergency shoreline repairs at the following locations:

1. John Street road end park
2. Veterans Park (peninsula area and the Marina)
3. Lakeshore Drive (4 locations between Marshall Road and the City Limits)

Since that time, the field topographical survey work has been completed and a few meetings have been held by the design team to review the recommended alternatives. Attached to this memo is a brief set of mock-up drawings that depict the strategies being proposed by the design team. If the City Commission is satisfied with the recommended strategies, then the design team will move forward with submitting permits, preparing bid documents and in the case of Lakeshore Drive engaging the residents whose properties are affected.

The 2020/2021 Parks & Recreation capital budget includes \$100,000 for shoreline erosion repairs on city-owned properties. Tim

is recommending the City offer to cover the professional services and permit costs for the repairs on Lakeshore Drive, since those are private properties, and further require the property owners to cover the construction costs through one, or more, agreements.

Staff Comments: None

Citizens Comments: Bill Brady asked if there would be access to the lakes, such as steps.

Board Discussion: Mayor Pro-Tem Grunch said we need to get this going ASAP. Commissioner Grunch inquired about the status of the Marina grant funding for the sidewalk along the marina. Tim Faas said it is looking favorable. All Commissioners are in favor of the recommendation.

MOTION

2020-06-068

Moved by Conklin

Second by Solomon

To approve the recommended erosion control strategies as presented and authorize the design team to proceed with submitting permits, preparing bid documents and in the case of Lakeshore Drive engaging the residents whose properties are affected

Ayes: 5

Nays: 0

Absent: 0

Motion carried

Old Horton Bay Road Property Boyne Forest Trail Parking Lot & Trailhead Project

Consideration to authorize the City Manager to proceed with the construction of the Boyne Forest Trail parking lot and trailhead project.

Director of Public Works Tim Faas stated that the City Commission authorized the City Manager to sign the parks millage agreements with Charlevoix County for the two (2) \$10,000 appropriations for the Boyne Forest Trail System. At the time, based on the budget for the project, the City of Boyne City would have been left with a \$25,173 gap in funding. Those agreements were delivered to the Charlevoix County Administrator on May 28, 2020 prior to the deadline.

The Top of Michigan Mountain Bike Association (TOMMBA) fund raising committee has met since then and is proposing to raise \$15,000 (about 60%) to help bridge the gap. This would significantly reduce the City contribution, outside of our in-kind services, down to \$10,173 which is more manageable given the budget concerns of the City. The difference would be funded from the Parks Capital Outlay Account #101-751-970.000. It is being recommended that we proceed with construction as soon as possible.

Tim recently met with the State of Michigan Department of Environment, Great Lakes and Energy (EGLE) to discuss the project and the City has submitted a request to the EGLE for approval to proceed. The meeting was favorable and I hope to receive an

approval in the subsequent weeks should the City Commission approve moving forward.

Staff Comments: None

Citizens Comments: Steve Schnell spoke for TOMMBA who are offering \$15,000 in support of the project. Michele Cortright said she is really pleased with TOMMBA's offer of financial support.

Board Discussion: All are in favor of the recommendation.

MOTION

2020-06-069
Moved by Conklin
Second by Solomon

To authorize the City Manager to proceed with the construction of the Boyne Forest Trail parking lot and trailhead project

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Gaming License Resolution

Consideration to approve of a request by the Boyne City Firefighters Association for a Local Governing Body Resolution for Charitable Gaming License and authorize the City Manager to execute the documents.

Fire Chief Dennis Amesbury discussed the request from the Boyne City Firefighters Association to hold legal raffle fundraisers in the State of Michigan. In order to do so, they need a resolution from the City Commission to recognize them as a non-profit organization.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement

MOTION

2020-06-070
Moved by Conklin
Second by Grunch

To approve of a request by the Boyne City Firefighters Association for a Local Governing Body Resolution for Charitable Gaming License and authorize the City Manager to execute the documents

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Police Department Laptop Purchase

Consideration to authorize the purchase of three laptops for the Police Department along with the accompanying equipment from

Tel-Rad at a cost not to exceed \$10,542 and authorize the City Manager to execute the documents.

Police Chief Kevin Spate discussed the need to purchase new laptops for the patrol cars. Our current laptops have windows 7 that is no longer supported and we have been advised against attempting to upgrade them. They will also not work with the new 800 MHz systems later this year. Tele-Rad provided the lowest cost out of the four quotes received at \$10,542.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the request.

MOTION

2020-06-071

Moved by Page

Second by Grunch

To authorize the purchase of three laptops for the Police Department along with the accompanying equipment from Tel-Rad at a cost not to exceed \$10,542 and authorize the City Manager to execute the documents

Ayes: 5

Nays: 0

Absent: 0

Motion carried

Police Vehicle Purchase

Consideration to approve the purchase of a 2021 Police SUV from Bob Mathers Ford in the amount of \$36,273.24 less a rebate of \$2,850 for a total amount not to exceed \$33,423.24 and authorize the City Manager to execute the documents.

Police Chief Kevin Spate discussed the request to purchase a new patrol vehicle to replace the 2013 Interceptor. When we purchased the last patrol vehicle, we switched to an SUV style. The officers have much more room in the drive compartment. Gear storage far exceeds the sedan as well. Funds were budgeted in this current year including the equipment and up-fitting costs.

Staff Comments: None

Citizens Comments: None

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

MOTION

2020-06-072

Moved by Grunch

Second by Page

To approve the purchase of a 2021 Police SUV from Bob Mathers Ford in the amount of \$36,273.24 less a rebate of \$2,850 for a total

amount not to exceed \$33,423.24 and authorize the City Manager to execute the documents

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Vector Truck Purchase

Consideration to purchase a Vector truck from Fredrickson Supply in the amount of \$422,883.45 and authorize the City Manager to execute the documents.

Water/Wastewater Superintendent Mark Fowler discussed the replacement of our current 2009 Vector truck. There are two distributors in Michigan we are aware that distribute the vehicles. After inspection of two different units that were brought here, it was determined by the operators that will use the vehicle they preferred the 900 ECO from Fredrickson Supply. Mark spoke to operators in other communities that switched to this vehicle and they are pleased with the operation and also the service from Fredrickson Supply.

Staff Comments: City Manager Michael Cain also discussed a updated proposal received from Doheny that changed their original one.

Citizens Comments: Adam Mazarra from Doheny discussed the changes that were provided in their updated proposal for the Vector truck.

Board Discussion: All are in agreement with the recommendation from Mark Fowler

MOTION

2020-06-073
Moved by Solomon
Second by Grunch

To approve the purchase of a 900 ECO Vector truck from Fredrickson Supply in the amount of \$422,883.45 and authorize the City Manager to execute the documents.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

1910 Building Boiler

Consideration to accept the quote from Ballard's Plumbing & Heating in the amount of \$6,935 to repair the boiler at the 1910 Building and authorize the City Manager to execute the documents.

Water/Wastewater Superintendent Mark Fowler said at the end of March, the boiler that provides heat to the 1910 building failed. Due to the stay at home order, we could not get any quotes to replace it so we used an electric heater. We obtained two quotes with the low proposal from Ballard's Plumbing & Heating in the amount of \$6,935.

Staff Comments: None

Citizens Comments: None

Board Discussion: All Commissioners agree with the recommendation.

MOTION

2020-06-074

Moved by Grunch

Second by Page

To accept the quote from Ballard's Plumbing & Heating in the amount of \$6,935 to repair the boiler at the 1910 Building and authorize the City Manager to execute the documents

Ayes: 5

Nays: 0

Absent: 0

Motion carried

**Veterans Pavilion
Expansion Project Fire
Suppression System
Alarm Monitoring
Recommendation**

Consideration to approve the contract with Habitec Security of Charlevoix, Michigan for the installation and monitoring of the fire suppression alarm system for the Veterans Pavilion.

Director of Public Works Tim Faas was notified that the Charlevoix County building department informed our general contractor (R. Kroondyk Construction) that the newly constructed fire suppression system in the pavilion will require 24/7/365 alarm monitoring. This cost was not anticipated in the contractor's original bid proposal to the City of Boyne City.

Our contractor solicited two prices, on our behalf, to have the equipment installed and the monitoring services performed thereafter prior to the June 17, 2020 completion date. The quotes are summarized below:

| <u>Contractor Name</u> | <u>Installation Cost</u> |
|--|--------------------------|
| <u>Monitoring Cost</u> | |
| Engineered Protection Systems \$70.00/month | \$3,250.00 |
| Habitec Security \$65.00/month | \$4,918.43 |

Unfortunately the lower priced contractor was not available to install the equipment until mid-July which is well past the completion deadline. Habitec Security already monitors all of the other main city facilities, so adding another contractor for that service would also not be ideal. In order to meet the scheduled completion date, the proposal from Habitec Security was accepted. The installation cost for the equipment will be charged to the Parks & Recreation Capital Budget Account #101-751-970.000 and monitoring will be charged to Parks & Recreation Maintenance Account #101-751-730.00

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement.

MOTION

2020-06-075
 Moved by Page
 Second by Solomon

To approve the contract with Habitec Security of Charlevoix, Michigan for the installation and monitoring of the fire suppression alarm system for the Veterans Pavilion

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

Compost Screener

Consideration to award a purchase order contract for rental of a compost screener to Maverick Environmental Equipment of Alma, Michigan in an amount not-to-exceed \$10,500 and authorize the City Manager to execute the documents.

Director of Public Works Tim Faas said the City of Boyne City accepts leaves & grass at the North Boyne Compost Facility throughout the year to turn into reusable compost offered free to our residents. One of the required steps in producing usable finished compost is to screen it in order to remove sticks, rocks, plastic and other coarse material after one to two years. Our North Boyne Compost Facility is nearly full and we need to process the material to meet the State's operating requirements.

The Public Works Streets Foreman has been researching companies that rent screener equipment and found two (2) that service Northern Lower Michigan. Vermeer Midwest located in Marne has screeners for rent on a weekly/monthly basis; however, it was not the lower cost vendor. We rented a tub grinder from Vermeer Midwest last year for the brush material grinding. The weekly rental costs from the other vendor Maverick Environmental Equipment, located in Alma, was less at \$3,500 per week. The monthly charge is \$10,500. The City would also be responsible to truck the screener equipment from Alma and back.

An opportunity arose last week when Maverick Environmental indicated it had a screener unit in Boyne Falls that was scheduled to return to Alma this week. By renting it early, prior to Commission approval, it saved us several hundred dollars in contracted trucking costs to pick up the screener. An amount of \$40,000 was included in the 2020-2021 Budget for screening compost and brush grinding work at the North Boyne Compost Site.

Staff Comments: None

Citizens Comments: None

Board Discussion: Mayor Pro-Tem Grunch asked if the service fees the contractors pay to use the compost area cover this cost and was informed that it covers some of it. All are in agreement with the recommendation.

2020-06-076
 Moved by Conklin
 Second by Grunch

To award a purchase order contract for rental of a compost screener to Maverick Environmental Equipment of Alma, Michigan in an amount not-to-exceed \$10,500 and authorize the City Manager to execute the documents

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

Future Meeting Format Discussion

City Manager Cain discussed the currently used method of conducting public meeting since the COVID-19 related Executive Orders allowed us to do so. The end date for electronic meetings has been extended in the past and could be extended again in the future. While we are authorized to do so, we are not required to. As things continue to improved, he felt it is time to discuss if the Commission was ready to make a change from our current Zoom processes. Three options were presented. 1) We continue conducting entirely remote meetings using Zoom or some other platform; 2) we go back to only in-person meetings and drop the electronic component, or 3) we blend the two.

Option 1 would be the safest from a health perspective. Option 2 is the easiest for staff since it doesn't require operating a second meeting format, but is also the most likely to spread Covid-19, although the risk in this area seems to be pretty low. Option 3 is the most difficult since we would need to run two meetings, a physical one and an electronic one. Another option along with that would be to just have the Commission and staff meet in the Commission Chambers and use our computers like we have been lately so the public could participate remotely. For any option using computers in the Commission Chambers where we are all zooming at once, we would need to make sure our wireless system could handle it.

Staff Comments: None

Citizens Comments: None

Board Discussion: Commissioner Conklin asked if there was any way to incorporate the use of the pavilion. Mayor Neidhamer said it would be nice to get back together – 6 feet apart and require masks. Commissioner Solomon said it would be good to get together following health and CDC guidelines. A sound system is a must because of the masks. Mayor Pro-Tem Grunch said he would be comfortable moving back to City Hall. Commissioner Page said she is nervous about the increased cases being reported in other states.

The general consensus of the Commission was to move forward with holding the meetings at City Hall using the Zoom electronic component.

Good of The Order

None

ADJOURNMENT

Motion by Mayor Neidhamer, second by Mayor Pro-tem Grunch to adjourn the Regular City Commission meeting of Tuesday, June 23, 2020 at 9:17 p.m.

Tom Neidhamer
Mayor

Cindy Grice
Clerk / Treasurer

DRAFT

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