

**FEBRUARY 9, 2016  
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 FEBRUARY 9, 2016

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**CALL TO ORDER**

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

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

Absent: None

Staff: Cindy Grice, Michael Cain, Barb Brooks, Patrick Kilkenny, John Lamont, Mark Fowler, Scott McPherson, Andy Kovolski, Kevin Spate, Jeff Gaither, Lori Meeder and Dennis Amesbury

Others: There was 15 citizens in attendance including a representative from the Petoskey News Review

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**CONSENT AGENDA  
MOTION**

2016-02-015

Moved by Sansom

Second by Towne

Approval of the January 26, 2016 City Commission regular meeting minutes as presented

Ayes: 5

Nays: 0

Absent: 0

Motion carried

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**CITIZENS COMMENTS**

Debbie Chew extended an invitation to the City Commissioners to participate in Read Across American at the Boyne City Elementary School on March 2, 2016. The Commissioners can pick the grade, the time and can also stay and have lunch.

April Reycraft inquired about the status of the lead pipe water services in Boyne City. She believes the EPA and the MDEQ are not looking out for us. She asked the Commissioners and City to look at long range plans to replace lead lines. Ms. Reycraft provided lead levels for nearby communities and hopes that Boyne City can get our lead levels lower. She is hoping to get this discussion on a future agenda.

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**CORRESPONDENCE**

Mayor Neidhamer received a letter regarding small towns and stoplights.

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City Manager Cain reported:

**CITY MANAGERS REPORT**

- The ACD agreement is being worked on again.
  - The online follow up to the Goal Setting Session survey went live. It is due on Tuesday, February 16.
  - The lease for the temporary City Facilities with Honeywell is ready to sign.
  - Charter has finally connected the phone and new VoIP system at the new DPW facilities.
  - City Facility bids are due Friday at 1:00 p.m.
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**REPORTS OF OFFICERS,  
BOARDS AND STANDING  
COMMITTEES**

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Draft Minutes of the January 7, 2016 Main Street Meeting; the January 7, 2016 Parks & Recreation Board Meeting; the January 11, 2016, Economic Development Corporation Board Meeting; the January 11, 2016, Local Development Finance Authority Board Meeting; the January 18, 2016 Planning Commission Meeting and the January 28, 2016 Airport Advisory Board Meeting were received and filed.

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**Avalanche Resource and  
Inventory Management**

Consideration to review and accept the Avalanche Resource Inventory and Management Plan.

Public Works Superintendent Andy Kovolski discussed the Avalanche Resource Inventory and Management plan that was provided to the Commissioners. This plan is a comprehensive and well prepared report explaining in great detail the habitat and resources currently in place at Avalanche along with making recommendations for the future as well. The plan was paid for by the Justin Conklin Memorial Fund. The Parks and Recreation Commission has reviewed the plan and unanimously agreed to recommend the City Commission approve the plan.

Citizens Comments: None

Staff Comments: None

Board Discussion: Mayor Pro-Tem Towne said the plan is well thought out and included concerns for growth, improvements and wildlife. Commissioner Sansom said she is quite impressed and thinks this is a great document to have. She thanked the Conklin Memorial fund for funding this. She added she thinks we should have a document like this for all of the parks. Commissioner Conklin said he appreciates TOMMBA for initiating this. It was paid for as a community effort from the Justin Conklin Memorial Fund. Commissioner Grunch and Mayor Neidhamer agree.

**MOTION**

2016-02-016  
Moved by Towne  
Second by Grunch

To accept the Avalanche Resource Inventory and Management Plan as presented

Ayes: 5  
Nays: 0  
Absent: 0  
Motion carried

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**Avalanche Mountain Bike  
Trail Plan**

Review of and consideration to approve a plan for Avalanche Mountain bike plan proposed by TOMMBA

Steve Schnell, president of the Top of Michigan Mountain Bike Association (TOMMBA) discussed the construction drawing of the new bike trails proposed for Avalanche. TOMMBA is dedicated to making sustainable trails. There is interest in regional destination trails and they think Avalanche could be that destination trail. Bikers spend in the communities an average of \$140.00 per day if it is an overnight visit. TOMMBA wants

this trail to be safe, require minimal maintenance, have no negative impact, social sustainability and managerial sustainability. There is also a real need for signage on that trail.

Commissioner Conklin inquired about a construction schedule. Mr. Schnell said there is a phasing schedule and there are volunteers to work on this project.

Andy Kovolski said staff is in full support. This would be a welcome addition. City Manager Cain said he is impressed by TOMMBA's approach from the beginning. There's something here for everybody, including economic impacts for Boyne City, in addition to building a great resource.

Michele Cortright spoke in favor of the trails. She also supports trail town designation, adding the economic benefits to the City.

Rod Cortright said he has been biking at Avalanche for 15 years. He sees the design demographics on this proposed new trail such as the Boyne School Forest Trail and is in support of the trails.

Board Discussion: Mayor Pro-Tem Towne said he is in full support of moving forward with the trails. Commissioner Sansom asked if the trails are available for walking and was informed they are multi use trails that are going to be professionally built from the beginning. Statewide, this might be one of the best constructed trails. Commissioner Sansom asked if there was an anticipation of removing a lot of trees and was informed no, possible some saplings, but they would also add trees. Commissioner Conklin asked at what point is the go ahead given. City Manager Cain said this is it, unless there are significant changes to the plan. At that point, it would come back to the Commission. Mr. Schnell said the flagging is pretty accurate right now. Commissioner Conklin asked about horses on the trail and was informed the trail is not designed for horses. It would be very difficult to maintain due to the soil damage. Construction could begin this year. There is already fundraising taking place.

Commissioner Grunch asked if the existing trail could be upgraded this year and was informed yes. Mayor Neidhamer is in agreement with the plan as well.

## MOTION

2016-02-017

Moved by Conklin

Second by Grunch

To approve a plan for Avalanche Mountain bike plan proposed by TOMMBA

Ayes: 5

Nays: 0

Absent: 0

Motion carried

monitoring services and authorize the City Manager to execute the documents

Public Works Superintendent Andy Kovolski discussed the proposal for the design and bid services for asbestos removal of the current City Hall campus. This project will entail the design of the abatement of the asbestos along with monitoring of air quality and proper execution of the work being done. There will be contractors hired to actually remove the asbestos.

City Manager Cain added this step needs to be done. It is not within the scope of the architect's design plans. This is the engineering of the plan, not the labor. The actual removal will be another contract.

Staff Comments: None

Citizens Comments: None

Board Discussion: Commissioner Conklin asked if we are comfortable with this contractor and was informed yes. Mayor Grunch inquired about the experience with this company and was informed that we got a good recommendation. All other Commissioners are in support of the recommendation.

2016-02-018

Moved by Sansom

Second by Towne

**MOTION**

To approve a contract with Northern Analytical Services in the amount of \$8,950 for asbestos abatement design and demolition monitoring services and authorize the City Manager to execute the documents

Ayes: 5

Nays: 0

Absent: 0

Motion carried

**Low / Moderate Income Survey**

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Consideration to approve a proposal from Northern Lakes Economic Alliance to complete an income survey of the City of Boyne City residents to determine the percentage of Low and Moderate income residents in the amount of \$10,000 and authorize the City Manager to execute the documents

Assistant Planner Patrick Kilkenny discussed the proposal from Northern Lakes Economic Alliance to provide a Low to Moderate Income (LMI) survey for Boyne City. In 2004, The City conducted its own survey to identify the percentage of LMI residents in the City. That survey was approved by the MEDC and Boyne City was added to the Community Development Block Grant (CDBG) program list of LMI communities, classified as having about 68.09% of residents considered as LMI. To qualify for the CDBG grants, at least 51% of the community's residents must qualify as LMI. The recent American Community Survey data states that Boyne City is now considered to be at 45.74% LMI. The new data set does not include justification for the 22.35% drop in LMI, however to be

eligible for CDBG funding, the City's LMI percentage is required to be at or above 51%.

The City applied to, and was approved by the MEDC to conduct an income survey to determine the LMI percentage of residents in the service area of a CDBG funded activity, but does not guarantee the City 51% LMI status. We sent proposal requests to all parties identified by the MEDC as eligible to certify income surveys, receiving one back from NLEA who will be working with Lake Superior State University for certification of the survey as well as general project oversight, with the project complete by August 26, 2016.

Bethany Pearson of NLEA said the project could be complete early to mid-June instead. They will be doing the survey at a high confidence level of about 1,200 households. There is no guarantee they could hit the threshold. The survey is good for two years, with a possible two year extension. If the third party verifies the survey, the State will approve it.

Staff Comments: None

Citizens Comments: None

Board Discussion: Commissioner Conklin asked if this is the only way to get CDBG funds and was told no, there are other ways such as blight elimination or job creation. He also asked if the NLEA was on the approved State list and was informed no, and the survey will have to be certified. Commissioner Grunch asked if this was homestead only and was informed yes. Commissioner Sansom said it is necessary and money well spent. All other Commissioners are in support.

## MOTION

2016-02-019

Moved by Towne

Second by Sansom

To approve a proposal from Northern Lakes Economic Alliance to complete an income survey of the City of Boyne City residents to determine the percentage of Low and Moderate income residents in the amount of \$10,000 and authorize the City Manager to execute the documents

Ayes: 5

Nays: 0

Absent: 0

Motion carried

## MSHDA Funding Availability

Consideration to approve the request to submit a proposal to the Michigan State Housing Development Authority's Notice of Funding Availability for Placemaking Initiatives if a qualifying project is identified prior to the February 12, 2016 deadline and allow the City Manager to sign the associated documents and to implement the agreement.

Assistant Planner Patrick Kilkenny discussed the opportunity we recently learned about for funding available for Placemaking Initiatives from the Michigan State Housing Development Authority (MSHDA). Proposals must include a project that furthers MSHDA's mission to create and preserve

decent, affordable housing for low and moderate income Michigan residents and to engage in community economic development activities to revitalize urban and rural communities. Additionally, the proposals must implement placemaking with a project that provides a tangible change in the environment within two years, such as mixed use developments and missing middle housing. Priority is given to developments in traditional downtowns. A cash match up to \$15,000 is available. Housing Director Jane MacKenzie identified a project location adjacent to the downtown area that could benefit from this through a professional development plan and renderings and would like to move forward with the funding application pending the City's approval. City Manager Cain added that we are well positioned to take a run at this and get this project on MSHDA's radar, even if we're not successful.

Jane MacKenzie discussed the workforce housing and missing middle needs.

Barb Brooks said after the webinar she and Patrick attended regarding this; they vetted possible projects and it really makes sense to work with the Housing Commission.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in full support of the recommendation.

## MOTION

2016-02-020

Moved by Sansom

Second by Towne

To approve the request to submit a proposal to the Michigan State Housing Development Authority's Notice of Funding Availability for Placemaking Initiatives if a qualifying project is identified prior to the February 12, 2016 deadline and allow the City Manager to sign the associated documents and to implement the agreement

Ayes: 5

Nays: 0

Absent: 0

Motion carried

## Consumers Energy Streetlighting update

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Consideration of update and recommendation from City Manager regarding plans to replace CE owned Mercury Vapor streetlights with LED type.

City Manager Cain discussed the recent cost estimate from Consumers Energy who advised us that to convert 170 of our mercury vapor street lights to LED lighting instead of High Pressure Sodium would cost us approximately \$13,770. The savings over one year would be about \$14,000. These are the best numbers that we have heard and would provide us about a one year payback period. The estimate does not include the cost for converting Consumer's high pressure sodium to LED. That may be a higher cost per streetlight, and we have not received specific figures yet. Based on the information we have, he believes we

should take advantage of the potential savings and have Consumers convert their existing mercury vapor lights to LED.

Staff Comments: None

Citizens Comments: April Reycraft had a question on the brightness of the lights and City Manager Cain said he wants to take a look at that.

Commissioners Comments: All are in support of the recommendation.

#### **MOTION**

2016-02-021

Moved by Grunch

Second by Conklin

To approve and authorize the City Manager and / or City Clerk / Treasurer to execute any necessary paperwork to implement the proposed conversion of Consumers Energy's owned and maintained mercury vapor streetlights in Boyne City to Light Emitting Diode types at an estimated cost of \$13,770

Ayes: 5

Nays: 0

Absent: 0

Motion carried

#### **City Manager Compensation**

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City Manager Cain discussed the subcommittee of the City Commission that has worked on the City Manager's compensation. A request of the City Manager was made for a 3% pay increase that would match the 3% increase that most of the City employees received in May, 2015. He requested that this be retroactive and include any benefits impacted. Commissioner Sansom said it is a modest increase and reasonable. Mayor Pro-Tem Towne said the City Manager deserves this. Both were the city manager compensation subcommittee members.

Staff Comments: None

Citizens Comments: None

Board Discussion: Commissioner Conklin and Grunch are also in favor. Mayor Neidhamer said he is very grateful for Michael Cain's expertise and professionalism and we are one of the leaders in northern Michigan because of that.

#### **MOTION**

2016-02-022

Moved by Towne

Second by Sansom

To approve a 3% salary increase for the City Manager, retroactive to May, 2015 including the impact on benefits

Ayes: 5

Nays: 0

Absent: 0

Motion carried

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**GOOD OF THE ORDER**

Commissioner Sansom discussed a power pole at the corner of Lincoln Street and Boyne Avenue that is leaning against a new pole. She also discussed a snowplowing situation on Wilson Street and was informed there are portions of that street that are not dedicated as City Streets and are privately maintained.

**ADJOURNMENT  
MOTION**

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Motion by Mayor Neidhamer seconded by Mayor Pro-Tem Towne to adjourn the regular City Commission meeting of Tuesday, February 9, 2016 at 9:04 p.m.

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Tom Neidhamer  
Mayor

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Cindy Grice  
Clerk / Treasurer