



BOYNE CITY
CITY COMMISSION REGULAR MEETING
Boyne City Hall
319 North Lake Street
Tuesday, October 14, 2014 at 7:00 pm

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 September 23, 2014 City Regular City Commission meeting minutes as presented
 - B. Approval to reappoint Mark Dole to the Boyne City Historical Commission Board for a three year term to expire June 30, 2017
4. HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)
5. CORRESPONDENCE
6. CITY MANAGER'S REPORT
7. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES
 - A. Draft Minutes of the September 4, 2014 Main Street Board Meeting
 - B. Draft Minutes of the September 4, 2014 Parks and Recreation Board Meeting
 - C. Draft Minutes of the September 15, 2014 Planning Commission Meeting
 - D. Draft Minutes of the September 15, 2014 Historical Commission Meeting
 - E. Draft Minutes of the September 25, 2014 Airport Board Meeting
8. UNFINISHED BUSINESS
9. NEW BUSINESS
 - A. Marvin Loding Award Presentations
 - i. Presentation of Industrial Award to Precision Edge
 - ii. Presentation of Commercial Award to Family Fare
 - iii. Presentation of Residential Award to Dale and Marilyn Goby
 - B. Audit Presentation
Presentation of the City of Boyne City FYE 14 Financial Report from Joe Verlin of Gabridge & Company
 - C. Boyne Mountain Sanitary Sewer Line Expansion
 - i. Consideration to acknowledge receipt of information regarding a potential perceived conflict of interest involving the Boyne Mountain Sanitary Sewer Expansion Project

- ii. Consideration to approve the revised Boyne Mountain Expansion Grant between Boyne USA, The City of Boyne City and Boyne Valley Township
- iii. Consideration to authorize the City Manager to complete and return the required documents as presented and any future documents associated with this project that may reflect future non-substitutive changes subject to reporting to the City Commission

D. Insurance Bids

Consideration to authorize the City Manager and City Clerk / Treasurer to take the steps necessary to renew the City's liability insurance through the Michigan Township Participating Plan for 2014 – 2015 for an estimated price of \$59,328

E. Goal Setting

Consideration to adopt the Top 10 Goals as presented to use as a tool for future decision making on projects and funding priorities

F. Sale of 1993 Fire Pumper Truck

Consideration to sell the 1993 Fire Pumper Truck to Sherman Township Fire Department in Keweenaw County in the amount of \$30,000 and authorize the City Manager to execute the documents

G. New Computer Purchases

Consideration to authorize staff to purchase three new computers from Marcor Technologies, LLC in the amount of \$4,816 and authorize the City Manager to execute the documents

H. CAT 120 Road Grader Disposal

Consideration to authorize the City Manager to direct staff to solicit bids from area metal recycling companies and sell the CAT 120 Road Grader to the highest bidder

I. Pavement Crack Seal Bids

Consideration to award a contract to Applied Pavement Maintenance in the amount of \$12,397.76 for pavement crack sealing and authorize the City Manager to execute the documents

J. 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)

10. GOOD OF THE ORDER

11. ANNOUNCEMENTS

- The MML Conference will be held October 15 – 17, 2014 at Northern Michigan University in Marquette
- A City Facilities Work Session will be held, Tuesday, October 21, 2014 at 6:00 p.m. at City Hall
- A Master Plan Public Input Session will be held Thursday, October 23, 2014 at 7:00 p.m.
- The next regular City Commission meeting is scheduled for Tuesday, October 28, 2014 at noon.
- City Offices will be open Saturday, November 1, 2014 from 9:00 am until 2:00 pm for the purpose of receiving and distributing absentee ballots for the November 4, 2014 General Election

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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agenda packets & minutes for each board

**SEPTEMBER 23, 2014
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 AUGUST 26, 2014

CALL TO ORDER

Mayor Pro-Tem Towne called the meeting to order at Noon followed by the Pledge of Allegiance.

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

Absent: Mayor Grunch

Staff: Cindy Grice, Michael Cain, Scott McPherson, Dan Meads, Andy Kovolski, Annie Doyle, Barb Brooks, John Lamont and Jeff gaither

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

EXCUSE MAYOR GRUNCH

2014-09-121
Moved by Towne
Second by Gaylord

To excuse Mayor Grunch from attending today's meeting

Ayes: 4
Nays: 0
Absent: 1, Mayor Grunch
Motion carried

**CONSENT AGENDA
MOTION**

2014-09-122
Moved by Neidhamer
Second by Gaylord

2014-09-122A

To approve of the September 9, 2014 City Regular City Commission meeting minutes as presented

2014-09-122B

To approve to reappoint Bob Carlile to the Zoning Board of Appeals for a three-year term expiring on September 1, 2017

2014-09-122C

To approve to schedule a City Facilities Work Session for Tuesday, October 21, 2014 at 6:00 p.m.

Ayes: 4
Nays: 0
Absent: 1, Mayor Grunch
Motion carried

CITIZENS COMMENTS

Ron Crozier thanked Barb Brooks and marina staff for their help keeping the Veteran's Memorial looking good.

CITY MANAGERS REPORT

City Manager Cain reported:

- The Fall rubbish collection is done.
- Good progress is being made on the Ray and East Street Construction project

- There have been some problems reported of people cleaning fish on the new shopper’s dock.
- A reminder that election signs should be on private property
- Absentee Ballots are here and available.
- A good meeting was held last week with Eveline Township and Sommerset Pointe
- 6 Well points have been installed on both sides of Division Street.

None

CORRESPONDENCE

The August, 2014 Financial Statement was received and filed.

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

Consideration to hold a public hearing to receive public comment regarding the transfer of a 13 foot portion of excess right of way from the City of Boyne City to FO Barden, and authorize the City Manager to execute the documents..

Public Hearing – East Street Portion Vacation

Mayor Pro-Tem Towne opened the public hearing at 12:17 p.m.

Planning Director Scott McPherson discussed the proposed transfer. Paul Barden of FO Barden said it is advantageous to them and also the City. There was no other public comment.

Mayor Pro-Tem Towne closed the public hearing at 12:18 p.m.

Board Discussion: All Commissioners are in agreement.

2014-09-123
Moved by Sansom
Second by Gaylord

To approve the transfer of a 13 foot portion of excess right of way from the City of Boyne City to FO Barden as presented.

Ayes: 4
Nays: 0
Absent: 1, Mayor Grunch
Motion carried

Consideration to extend the Food Truck moratorium for an additional 90 days.

Food Truck Moratorium

Planning Director Scott McPherson discussed the 90 day moratorium on permitting transient mobile food vendors that expires on September 24. Staff has continued to accumulate and review information on the topic and has been attempting to find an impartial mediator to facilitate a committee that would be comprised of various stakeholders. The committee would be charged with the task of developing recommendations for the development of a food truck ordinance. It is being recommended that the City Commission extend the current moratorium for an additional 90 days.

Citizens Comments: None

Staff Comments: None

Commissioner Gaylord said he feels this is a passionate matter on multiple sides. We need to do due diligence. He is in support of extending the moratorium making sure the City Manager directs staff to garner feedback on what's taken place so far. Commissioner Neidhamer said it is a topic that needs thorough vetting and agrees with the extension. Commissioner Sansom and Mayor Pro-Tem Towne agree with the recommendation.

MOTION

2014-09-124
 Moved by Neidhamer
 Second by Gaylord

To extend the current food truck moratorium for an additional 90 days.

Ayes: 4
 Nays: 0
 Absent: 1, Mayor Grunch
 Motion carried

Trail Towns Master Plan

Consideration to adopt the Trail Town Master Plan..

Assistant Planner Annie Doyle discussed the creation of a Trail Town Master Plan for the purposes of capturing the potential for trail based tourism in Boyne City and Boyne Falls. Harry Burkholder, a Land Information Access Association planner has worked with local citizens and community leaders toward the development of this comprehensive recreational trail plan. It is representative of a long term commitment our community has to the recreational trails throughout the City and around the region.

Harry Burkholder presented and discussed the proposed plan. He commended the Committee for their enthusiasm and commitment to the project.

Citizens Comments: Chamber Director Jim Baumann said he thinks it has been a great process. Harry had some great ideas and the knowledge to make the recommendations.

Staff Comments: None

Board Discussion. Commissioner Neidhamer said he thinks that was a fantastic presentation. It's just one more tool in our toolbox to make Boyne City a special place to be. He also thanked Bo Mayfield and Mike Sheean. There have been over 40 to 50 people involved, including the Planning Commission, the Parks & Recreation Board, Main Street and the Chamber. Implementation won't cost us a lot of money. He pointed out that people already come to Avalanche. People come in from the State Park. We have Boyne Mountain. It's a fantastic document and could be one more feather in our cap. Commissioner Sansom thanked everyone involved and she is in for promoting a healthy lifestyle. She personally doesn't want to have the trails motorized.

Commissioner Gaylord said he appreciates the positive comments. We do have a lot of people when they're interested in a project they enjoy, they step up. Economically, it's a good thing. If you bring people from out of the area and they bring their money. His point is no problem with an

entity giving us information, his problem is being bound to something. He has no issues with signs going up and is not opposed to the concept and potential community impact. He doesn't like specific guidelines to have to follow. Mayor Pro-Tem Towne supports the plan.

MOTION

2014-09-125
 Moved by Neidhamer
 Second by Sansom

To adopt the Trail Town Master Plan

Ayes: 3
 Nays: 1, Commissioner Gaylord
 Absent: 1, Mayor Grunch
 Motion carried

Safe Routes to School

Consideration to approve a resolution to submit a Safe Routes to School grant application with the project changes as described and authorize the City Manager to execute the documents.

Planning Director Scott McPherson discussed the proposed resolution to submit a grant with the new priorities presented.

Staff Comments: Police Chief Gaither said he thinks it is a fantastic opportunity for the City to get these funds to assist in these priorities and feels it is a good plan.

Citizens Comments: None

Board Discussion: Commissioner Sansom asked if the primary route changed the roadway width and was informed no. Commissioner Gaylord said it's good to see Boyne Hill community represented on the map. He is in favor of getting kids to school safely. He added that by reading the grant, some of it's trying to promote change in behaviors. He has a problem when a government tries to change behaviors. It should be done as a family unit to promote the healthy lifestyle. It's a very slippery slope to engage in that behavior. He doesn't endorse their ideology or methodology on the program that has no bearing on getting kids to school safely. He has no issue with the routes presented. Commissioner Neidhamer said the bigger issue is we have an opportunity to get \$400,000 in grant funds. He thinks it's our responsibility to approve and take advantage of that. The fact is we're getting kids to school safely. Commissioner Sansom and Mayor Pro-Tem Towne support the recommendation.

MOTION

2014-09-126
 Moved by Neidhamer
 Second by Sansom

To approve a resolution to submit a Safe Routes to School grant application with the project changes as described and authorize the City Manager to execute the documents.

Ayes: 4
 Nays: 0
 Absent: 1, Mayor Grunch
 Motion carried

Dog Park Grant Application

Consideration to approve the request of the Ridge Run Dog Park Committee to submit a grant in the amount of up to \$6,000 (1/4 of the total project costs) to the Charlevoix County Community Foundation on behalf of the City and authorize the City Manager to sign the necessary documents.

Executive Assistant / Harbormaster Barb Brooks presented a grant application to the Charlevoix Community Foundation to assist in the installation of shade pavilion furnishings, trees and shrubs. The project is estimated to cost approximately \$30,000 with the remaining \$24,000 raised by donations and in kind services. The dog park is becoming very popular and people are bringing their dogs from all over Charlevoix County and parts of Emmet county. Further development of the park and amenities will encourage even more use.

Citizens Comments: Mike Sheean said this committee has done an excellent job and thinks the City should take this opportunity to further enhance the dog park. Jim Baumann agrees. There are always people there. People are cleaning up after their pets. It's working out and it is great to have a few more amenities.

Staff Comments: None

Board Discussion: Commissioner Gaylord said he wants details on the training and obedience classes that are taking place there. Is this a for-profit business? He would like follow up on that. He doesn't recall us authorizing anyone setting up a business in our dog park and wants the answer on that. Barb said there is someone who meets with dog owners there. Commissioner Gaylord added that he is not opposed to using the City as conduit to get apply for the grant. Commissioner Neidhamer said the dog park has been an asset to our community, is highly used and he agrees with the recommendation.

Commissioner Sansom she has also heard very good comments and is in favor of this. Commissioner Gaylord inquired who is doing the enforcement of all the rules and City Manager Cain said we would respond on a complaint basis but has not heard of any.

MOTION

2014-09-127
 Moved by Sansom
 Second by Neidhamer

To approve the request of the Ridge Run Dog Park Committee to submit a grant in the amount of up to \$6,000 (1/4 of the total project costs) to the Charlevoix County Community Foundation on behalf of the City and authorize the City Manager to sign the necessary documents.

Ayes: 4
 Nays: 0
 Absent: 1, Mayor Grunch
 Motion carried

Avalanche Mountain Bike Trail

Consideration to allow TOMMBA to develop an improvement plan for the Avalanche Mountain Bike Trail and direct staff to work with TOMMBA on this process.

Public Works Superintendent Andy Kovolski discussed the Mountain Bike Trail at Avalanche that the Parks and Recreation Commission has been talking about. This trail is in need of work and updating. Steve Schnell and Bo Mayfield representing the Top of Michigan Mountain Bike Association presented a plan to possibly take on the trail project. They propose to develop a plan to alleviate the erosion issues that have started and the conflicts at trail crossing with other trails. At this point, TOMMBA has funds available for this project and would like to start the process. Parks and Recreation Commission are in support of this. Steve Schnell discussed this project. This would place this trail on the maps on their website.

Citizens Comments: Mike Sheean agreed this is a great opportunity. Jim Baumann said this is a slam dunk and a generous offer.

Staff Comments: City Manager Cain agrees. It's another opportunity to take a great place and enhance it for a wider range of people to take advantage of. It will help make our community more viable.

Board Discussion: Commissioner Sansom said it would draw more people. Any other purpose like cross country or snow shoe trail? Yes. Steve Schnell also added that it is going to be built so there won't be the need to do much maintenance. Commissioner Gaylord said this is an example of user groups and organizations that promote it by providing resources but not saying you have to do it a certain way. Would this put us on the map to gain nationwide notice? Yes. He added that it this increases safety and utilization, it's a definite win for the City. Commissioner Neidhamer said he is in full supports. This meets one of our city goals. People do search for website of trails. Mayor Pro-Tem Towne agrees.

MOTION

2014-09-128
Moved by Sansom
Second by Neidhamer

To approve to allow TOMMBA to develop an improvement plan for the Avalanche Mountain Bike Trail and direct staff to work with TOMMBA on this process.

Ayes: 4
Nays: 0
Absent: 1, Mayor Grunch
Motion carried

Brief Recess

MOTION

2014-09-129
Moved by Sansom
Second by Neidhamer

To recess at 2:05 p.m.

Ayes: 4
 Nays: 0
 Absent: 1, Mayor Grunch
 Motion carried

**Reconvene
 MOTION**

2014-09-130
 Moved by Sansom
 Second by Gaylord

To reconvene at 2:15 p.m.

Ayes: 4
 Nays: 0
 Absent: 1, Mayor Grunch
 Motion carried

**Marina Renovation Draft
 Permit**

Consideration to approve the Boyne City Marina Renovation Draft Permit from the MDEQ as presented and authorize the City Manager to sign and submit the documents for countersignature and authorize the City Manager to sign and submit the pending permit when received from the USACE providing there are no significant changes from what is proposed by the MDEQ.

Harbormaster Barb Brooks discussed the presented Draft Permit for Countersignature from the MDEQ. Once the permit is signed by the City and sent back to the MDEQ for processing, we should hear from the USACE as well. We have been in contact with the Corp throughout the summer and they have indicated they have all the information needed and would make a decision after the MDEQ to finalize their process. This permit has been reviewed by staff and Abonmarche, our engineering firm. We see nothing of concern with the draft permit as modified. Minor modifications may be requested to this permit during design and / or construction at no cost and will be taken care of administratively by the MDEQ and USACE.

During the five year life of the permit, the City can choose to build some or none of the project. The permit does not commit the City to move forward with the project. When and if the City decides it is ready to expand and / or renovate all or portions of the current marina and proposed expansion, the permit is in place and the outlined project would not be held up by the permitting process. It will also help when we are talking to granting agencies to show we have a permitable project.

Citizens Comments: None
 Staff Comments: None

Board Discussion: Commissioner Gaylord said he moves to adjourn this matter due to it's importance and thinks that Mayor Grunch's opinion in this is important. Commissioner Neidhamer said he doesn't want to jeopardize any timeline. Commissioner Sansom asked Barb if she is comfortable with this and she said yes. City Manager agrees with Barb to move forward on this matter. Commissioner Neidhamer said he would rather proceed and Commissioner Sansom and Mayor Pro-Tem Towne agree.

MOTION

2014-09-131
 Moved by Sansom
 Second by Neidhamer

Consideration to approve the Boyne City Marina Renovation Draft Permit from the MDEQ as presented and authorize the City Manager to sign and submit the documents for countersignature

Ayes: 3
 Nays: 1, Commissioner Gaylord
 Absent: 1, Mayor Grunch
 Motion carried

Water System General Plan Update

Consideration to accept the proposal from C2AE to update the water system General Plan, hydraulic modeling, and reliability study and supporting documents as outlined in their proposal in the amount of \$13,850.00 and authorize the City Manager to sign the necessary documents

Water / Wastewater Superintendent Dan Meads presented the yearly Sanitary Survey of our water system received and conducted by the MDEQ. We received copies with the findings and recommendations. Per MDEQ requirements, our General Plan, Hydraulic Modeling and Reliability study need to be updated. They are currently overdue to be updated. C2AE has proposed to update these plans and studies at a cost of \$13,850.

Citizens Comments: None

Staff Comments: None

Board Discussion. Commissioner Gaylord said this was an unfortunate document to read from the DEQ, two deficiencies and 8 recommendations. Regarding Item 4 of the recommendation, in his opinion, the State has no business recommending what a community adds to a water system if it's not law. He would like to direct the City Manager to obtain something in writing from Mr. Thurston's supervisor why they are recommending that and provide that in written form. It's absolutely out of line. It's a regulatory monitoring agency. They have no business telling the community or recommending that, if it's outside of the law. He wants something in writing why they're making that recommendation. It's inappropriate.

Commissioner Neidhamer said he has talked to Mr. Thurston at length. He's the professional, the expert. He is support of spending the money to get the documentation in order. It provides the most complete record.

MOTION

2014-09-132
 Moved by Neidhamer
 Second by Gaylord

To accept the proposal from C2AE to update the water system General Plan, hydraulic modeling, and reliability study and supporting documents as outlined in their proposal in the amount of \$13,850.00 and authorize the City Manager to sign the necessary documents

Ayes: 4
 Nays: 0
 Absent: 1, Mayor Grunch
 Motion carried

MOTION

2014-09-133
 Moved by Gaylord
 Second by Sansom

To authorize the City manager to contact Brian Thurston as requested by Commissioner Gaylord

Ayes: 3
 Nays: 1, Commissioner Neidhamer
 Absent: 1, Mayor Grunch
 Motion carried

Ambulance Bid Award

Consideration to accept the low bid from Kodiak Emergency Vehicles of Lansing in the amount of \$286,986 for two, 2015 Type One Ambulances and equipment, including trade-ins, and authorize the City Manager to complete and sign any necessary documents.

EMS Director John Lamont stated two bids were received for the 2 - 2015 F450 4x4 type one ambulances. This is in compliance with the FEMA, Fire Fighters Grant. The total grant funding package is \$147,000 on a 95/5 matching basis. The bid request included trading in the 2002 Osage, the 2001 PL Custom Ambulance and purchase a MX Pro cot. Kodiak, of Lansing came in with the low bid of \$286,986.

Citizens Comments: None

Staff Comments: City Manager Cain said we are getting the 2 for 1 special due to the grant.

Board Discussion: Commissioner Neidhamer said he is in full support. Good job, we're headed in the right direction. Commissioner Sansom said she is okay with it, it's important for the community. Commissioner Gaylord said he appreciates John's contribution with the grant submission. He was in support of the two new identical rig concept. Our citizens will be better served with it.

MOTION

2014-09-134
 Moved by Neidhamer
 Second by Gaylord

To accept the low bid from Kodiak Emergency Vehicles of Lansing in the amount of \$286,986 for two, 2015 Type One Ambulances and equipment, including trade-ins, and authorize the City Manager to complete and sign any necessary documents including a 10% down payment.

Ayes: 4
 Nays: 0
 Absent: 1, Mayor Grunch
 Motion carried

Airport Terminal Roof Replacement

Consideration to approve a contract with Jordan Construction to replace the Airport Terminal roof in the amount of \$10,375 and authorize the City Manager to execute the documents.

Public Works Superintendent Andy Kovolski provided a recommendation to contract with low bidder, Jordan Construction to replace the roof at the airport terminal. We also received a price of \$1.78/square foot to replace any bad sheathing encountered.

Staff Comments: City Manager Cain said the past two months, the roof has been leaking.

Citizens Comments: None

Board Discussion: All are in agreement.

MOTION

2014-09-135
Moved by Gaylord
Second by Sansom

To approve a contract with Jordan Construction to replace the Airport Terminal roof in the amount of \$10,375 and authorize the City Manager to execute the documents.

Ayes: 4
Nays: 0
Absent: 1, Mayor Grunch
Motion carried

Airport Crack Seal Bids

Consideration to award a contract for Overband Crack Sealing at the Airport to Applied Pavement Maintenance in the amount of \$14,890 and authorize the City Manager to execute the documents

Public Works Superintendent Andy Kovolski provided a recommendation to contract with Applied Pavement Maintenance to provide crack-sealing on the runway, taxiways and all parking areas at the airport.

Citizens Comments: None

Staff Comments: None

Board Discussion: All are in agreement.

MOTION

2014-09-136
Moved by Gaylord
Second by Sansom

To contract for Overband Crack Sealing at the Airport to Applied Pavement Maintenance in the amount of \$14,890 and authorize the City Manager to execute the documents.

Ayes: 4
Nays: 0
Absent: 1, Mayor Grunch
Motion carried

**Rural Partners of Michigan
Grant Opportunity**

Consideration to approve to submit a grant application to the Rural Partners of Michigan for a community grant opportunity of up to \$800 and authorize the City Manager to sign all necessary documents to implement the grant if awarded.

Annie Doyle discussed the small grant opportunity thru the Rural Partners of Michigan of up to \$800 for organizations engaged in rural community development. The grant application deadline was September 19, 2014 and staff was made aware of it on September 15, 2014. The grant focuses on areas including community economic development projects in rural communities and is awarded to five communities bi-annually. It requires no match for the approved proposals. Staff submitted a proposal for the sponsorship of one artist for the recently approved Walkabout Sculpture Show.

Citizens Comments: None

Staff Comments: City Manager Cain said we got an email from the State at 8:30 am and got the grant out on Friday. There are no city dollars involved and he directed Annie to go forward.

Board Discussion: Commissioner Neidhamer said this is an opportunity to get some funds. We were late in receiving the application process. Commissioner Sansom said she is support of the artist. Mayor Pro-Tem Towne is in support. Commissioner Gaylord said the issue is that another grant application was submitted without Commission approval. If we don't follow it, what process should we ignore. There may need to be a consequence that we withdraw this. We should have requested an extension. He added that he is standing up for the process we have in place. The reality is that it didn't get approved by the City Commission ahead of time. City Manager Cain said there is no end-around. Also this \$800 is within the City Manager's responsibility and within his spending amount. Commissioner Gaylord asked why it was brought forward, looks like you're trying to have it both ways.

Commissioner Neidhamer said he respectfully disagrees and commends staff for taking the initiative. If the state was late, we're not going to jeopardize the community. Commissioner Sansom said she understands and would always prefer it comes before them. Based on the previous meeting, there was a lot of enthusiasm about this and she doesn't have an issue with it.

MOTION

2014-09-137

Moved by Neidhamer

Second by Sansom

To approve to submit a grant application to the Rural Partners of Michigan for a community grant opportunity of up to \$800 and authorize the City Manager to sign all necessary documents to implement the grant if awarded.

Ayes: 3

Nays: 1, Commissioner Gaylord

Absent: 1, Mayor Grunch

Motion carried

Good of the Order

Commissioner Gaylord congratulated football Coach Hills and team for another victory. He also reminded everyone of the October 11 Fluoride debate at the library with a renowned expert on this matter. He encouraged everyone to come in with an open mind. Commissioner Sansom said there will be a repeat of the lecture on the Hotel at the Senior Center this coming weekend.

**ADJOURNMENT
MOTION**

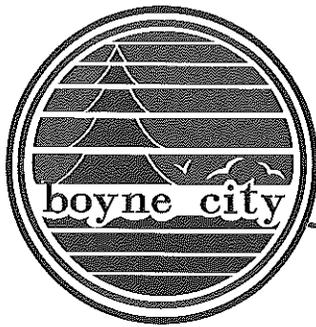
Moved by Mayor Grunch, seconded by Mayor Pro-Tem Towne to adjourn the regular City Commission meeting of Tuesday, September 23, 2014 at 3:25 p.m.

Ron Grunch
Mayor

Cindy Grice
Clerk / Treasurer

DRAFT

DRAFT



City of Boyne City
Founded 1856

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INTEROFFICE MEMORANDUM

TO: MICHAEL CAIN- CITY MANAGER
FROM: MICHELE HEWITT-DEPUTY TREASURER *MH*
SUBJECT: BOYNE CITY HISTORICAL COMMISSION BOARD APPOINTMENT
DATE: 09/16/2014

At our September 15, 2014 Boyne City Historical Commission meeting the board voted to renew board appointment for Mark Dole for a three year term expiring June 30, 2017.



Approved: _____

**Meeting of
September 4, 2014**

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY SEPTEMBER 4, 2014 AT 8:30 A.M. CITY HALL, 319 NORTH LAKE STREET

Call to Order

Chair Swartz called the meeting to order at 8:31 a.m.

Roll Call

Present: Jodie Adams, Robin Berry Williams, Michael Cain, Michelle Cortright, Jim Jensen, Pat O'Brien, Rob Swartz, and Ben Van Dam
 Absent: Larry Lenhart
 City Staff: Assistant Planner Annie Doyle and Recording Secretary Karen Seeley
 Public: Four

**Meeting
Attendance**

**Approval of Minutes
MOTION**

Cortright moved Adams second PASSED UNANIMOUSLY to approve the August 7, 2014 regular meeting minutes.

Citizens Comments

Jim Baumann, Chamber Director reminded the board of the State of Community luncheon on Thursday, September 11 at Sommerset Point. Business after hours will be Thursday at Coldwell Banker, co hosted by Parkside Grill.

**Main Street Committee
Reports**

Team Boyne: Laurie Meeder and Jim Baumann are working business visits again this year.
Design: The Walkable Sculpture Show project locations will go to the Parks and Recreation Board tonight for approval and to the City Commission on September 9th.
Organization Committee: Have not received the final numbers from Boyne Thunder yet. The contract with Camp Quality is up this year, we will be discussing that in future meetings.
Promotions: Stroll the Streets had another successful year.

Unfinished Business

Main Street Manager-Search update:

The committee of Bob Carlile, Mike Cain, Michele Cortright, Rob Swartz and Pat O'Brien reviewed the 20 applications that were submitted, some had Main Street experience. From those, four were selected for telephone interviews. Hopefully at or before the next meeting we will have a recommendation.

Revised Trail Town Plan: Mike Sheean reviewed highlights of the plan with the board. Some of the ideas expressed, we are already doing. The City has received a grant for improvements to Old City Park to make it more of a Trailhead, which would include a map to all attractions and places. Sheean added that we are fulfilling the requirements of the plan quite well already. Board discussion on how to attract people to Peninsula Beach? We should focus more energy on promoting that beach. The kiosk is part of the grant for Old City Park; we could use that to promote it. Is the board only recommending the plan? Strictly a recommendation, no mandate. **Adams moved O'Brien seconded to PASSED UNANIMOUSLY** a recommendation to the City Commission for adoption. It will also go to Boyne Falls for adoption.

MOTION

Dilworth update: There is a lot of work happening behind the scenes. The head of the MEDC did a site visit when they were here. Bob has been checking into grants. At some point he will be seeking public support as well as TIF support, as we did with the One Water Street project. We will have more information at the next meeting.

New Business

US 131 Billboard renewal: The contract for the US 131 billboard is coming up for renewal. This is a three year contract and we will be eligible for a redesign, if we choose to. The cost has increased ten dollars per month or \$360 annually. The board reviewed the invoice for both of Main Streets billboards, with a total three year expenditure of over \$15,000. Is that the best use of our money? That is a good value for the visibility and exposure of the signs. There is really no way to track it. This is already in the budget. **Adams moved Berry seconded PASSED UNANIMOUSLY** to approve the contract renewal for the 131 billboard for three years. Cain added the billboard on I-75 may be problematic and we may not have the opportunity to renew.

MOTION

Good of the Order

Water Street Café closed right after Labor Day and is for sale
Sunburst will close and be transformed by the new owners
Moral Bistro will move its business to the former Guiseppe' building in Charlevoix
Vacation Rentals business will be located in the old ReMax building, which got a facelift.
A nail studio will be going into the building that housed Dunnigan's Antiques
The brickwork is being working on at the Wine Emporium and the book store.
The celebration of the 200th anniversary of the National Anthem event will be held at 7:00 a.m. September 14 at Veterans Park.
The Ray Street Reconstruction is going well.

**ADJOURNMENT
MOTION**

O'Brien moved Berry seconded PASSED UNANIMOUSLY to adjourn the September 4, 2014 meeting of the Boyne City Main Street Board at 9:31 am.

Karen Seeley, Recording Secretary

Approved: _____

**Meeting of
September 15, 2014**

Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday, September 15, 2014 at 5:00 pm.

Call to Order

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

Roll Call

Present: Jason Biskner, George Ellwanger, Jane MacKenzie, Lori Meeder, Tom Neidhamer, Aaron Place and Joe St. Dennis
Absent: Chris Frasz and Jim Kozlowski

**Excused Absence(s)
MOTION

2014-9-15-02
St. Dennis moved, Biskner seconded, PASSED UNANIMOUSLY, a motion to excuse the absence of Chris Frasz and Jim Kozlowski

Meeting Attendance

City Officials/Staff: Planning Director Scott McPherson and Recording Secretary Pat Haver
Public Present: Three, including one member of the press

Consent Agenda

2014-9-15-03
Neidhamer moved, Ellwanger seconded, PASSED UNANIMOUSLY, a motion to approve the consent agenda; approval of the Planning Commission minutes from August 18, 2014 as presented.

**Citizen comments on
Non-Agenda Items**

None

**Reports of Officers, Boards
and Standing Committees**

Trail Town draft final plan will be presented later tonight

Unfinished Business

None

New Business

**Development Plan Review
for Boyne Area Medical
Center**

Planning Director McPherson reviewed his report included in the agenda packet. The Medical Center would like to build an addition to the existing structure on the south end. They are proposing a 54' x 25' (1,370 sq ft.) single story structure which will utilize the same/similar materials, will match the existing structure and will add 8 exam rooms 2 offices and a bathroom. The facility is adjacent to, and shares parking with, Boyne Rehab Center which is also owned by Charlevoix Area Hospital. During the review for the development plan amendment, staff was looking into the parking requirements and is unsure how parking was calculated in the past. In looking at the different possibilities of exactly how to consider the use of each facility given their varied current uses, staff would suggest that the planning commission make a finding that the parking demands for the medical center and the rehab facility be considered similar to a professional office, and to base the parking requirements on one parking space per 350 sq feet, for a total of 46 required spaces for the medical center.

Adrian Churchill from Wright Builders – Scott touched on the parking which has not been a problem, the addition will be seamless with the existing structure, and will be built on the southern edge. Most of the sidewalk will be removed, however, a portion of it will remain that will lead to the sidewalk and parking on Park Street. Charlevoix Area Hospital owns both parcels, and they will remain under one ownership.

At this point the board went through the Sketch Plan Review Standards Findings of Fact; Section 19.40 agreeing with the findings of staff with additional conditions as noted.

****MOTION**

After board review and discussion, **motion by Ellwanger, seconded by Meeder** based on the findings of fact as presented with conditions noted in sections I, K and Q, to approve the sketch plan as presented.

2014-9-15-7A

Roll Call:

Aye: Biskner, Ellwanger, MacKenzie, Meeder, Neidhamer, Place, and St. Dennis

Nay: None

Absent: Frasz and Kozlowski

MOTION CARRIES

Review and Recommendation on the final draft of the Trail Town Master Plan

****MOTION**

Mike Sheean reviewed the Trail Town Master Plan final draft with the board. The committee has been working very hard to get to this point, and believes that Boyne City is moving in the right direction. The planning commission complimented Mike and the committee for their hard work and efforts to get the plan to completion.

Motion by Meeder, seconded by Place, PASSED UNANIMOUSLY, to recommend to the City Commission adoption of the Trail Town plan as presented.

Review Master Plan update with Mary Campbell from MC Planning & Design

****MOTION**

Planning Director McPherson facilitated a review of the recommendations from MC Planning & Design for the preliminary Master Plan update – which was a review of goals and recommendations from previous plans. The next step would be to set up a public input session highlighting the recommendations that have been taken from all of the various input sessions, and plans that have been discussed in the city over the past several years. This board reviewed the recommendations and made a few adjustments, so staff will get back with Mary Campbell to coordinate the recommended revisions. **Motion by St. Dennis, seconded by Meeder, PASSED UNANIMOUSLY**, to set up a Special Meeting for a Master Plan public input session for Thursday, October 23rd, 2014 at 7:00 pm

Review drive thru uses in the Central Business District

Planning Director McPherson reviewed his report included in the agenda packet. At the August meeting, Catt Development was before the board for a pre-application proposal for a redevelopment on S. Lake Street. As a part of the proposal it contained a bank with a drive thru lane in the Central Business District (CBD). As drive thru lanes are specifically prohibited in this district, the planning commission directed staff to review options that would be viable to allow the project to proceed. Several options were reviewed by staff since then, and in staff's opinion, the most appropriate action would be to amend the zoning ordinance text to allow a drive thru bank as a conditional use in the CBD with specific criteria that the drive thru terminal, ingress and egress and queuing lanes must be enclosed within a structure. The proposed amendment would add the following language to section 10.30 of the Boyne City Zoning Ordinance:

M. Banks, savings and loans and credit unions with drive-thru lane meeting the following criteria

1. Drive-thru terminal, ingress, egress and queuing areas must be enclosed within a structure, with a minimum of two stories.

Staff was directed to proceed with zoning ordinance text amendment language and schedule a public hearing for next month.

Jason Biskner left the meeting at 6:25 pm

Marvin Loding award nominations

In the September agenda packets were the nominees for the Marvin Loding awards, which represented homeowners, business and industry. The board, by secret ballot, casted their votes and the winners will be announced at the next City Commission meeting.

**Staff Report
Good of the Order**

- Safe Routes to School grant is still being worked with more changes, and should be reviewed again by the City Commission shortly
 - The Ray Street project is moving along
 - Members of the ZBA and PC have been invited to attend a workshop “Streamlining the Zoning Ordinance” on September 24th; several will be taking advantage of the class that will be held in Boyne City
 - Jane MacKenzie will not be available for the October 20th meeting; she will be out of town
-

The next meeting of the Boyne City Planning Commission is scheduled for October 20, 2014 at 5:00 pm in the Auditorium.

**Adjournment
MOTION

2014-9-15-10

Meeder moved, St. Dennis seconded, PASSED UNANIMOUSLY a motion to adjourn September 15, 2014 meeting at 6:40 p.m.

Jane MacKenzie, Chair

Pat Haver, Recording Secretary



Approved: _____

**MEETING OF
SEPTEMBER 4, 2014**

**RECORD OF THE PROCEEDINGS OF THE REGULAR BOYNE CITY
PARKS AND RECREATION COMMISSION MEETING HELD AT
6:00 P.M. AT CITY HALL ON THURSDAY, SEPTEMBER 4, 2014.**

CALL TO ORDER

Meeting was called to order by Chair Sheean at 6:00 p.m.

ROLL CALL

Present: Mike Sheean, Bill Kuhn, Jo Bowman, Darryl Parish, Marie Sheets, Jerry Swift and Gail VanHorn

Absent: Heath Meeder

**MEETING
ATTENDANCE**

City Staff: Streets/Parks & Recreation Superintendent Andy Kovolski
Recording Secretary Barb Brooks and Assistant City
Planner Annie Doyle

Public Present: Seven

****MOTION**

Sheets moved, Van Horn seconded PASSED UNANIMOUSLY a motion to excuse the absence Meeder.

**APPROVAL OF
MINUTES **MOTION**

Bowman moved, Parish seconded, PASSED UNANIMOUSLY, a motion approving the July 17, 2014 meeting minutes as presented.

**CITIZENS COMMENTS
(on non-agenda items)**

None

DIRECTOR'S REPORT

Kovolski reported that all the parks have been busy but held up well. The irrigation on the south side of Veterans Park made a big difference. Closing of some buildings/facilities will take place towards the end of the month.

CORRESPONDENCE

None

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

Park Inspection Reports

- Rotary Park - Parish reported the park looked good.
- Riverside Park - Sheets stated it needs mowing and there is still a lack of signage that acknowledges that it is a park. It was also suggested that the Riverside Park Master Plan be reviewed.
- Old City Park - Sheets reported that Friends of the Boyne River had some funds for maintenance to take care of this year but would like to see if the City would take it over in the future.

Parish added that most of the plantings are native to the area and are meant to take over the bank for stabilization purposes so generally it will tend to have a slightly wild look to it. It is not supposed to be a manicured garden area. Kovolski stated that if the FoBR doesn't have the ability to maintain it in the future the City will have to take it over.

Disc Golf Update – Forest Omland from the Boyne Valley Disc Golf Club reported the course is in great shape, the new baskets are a huge improvement and the practice area is a nice addition. The course has reached a huge increase in the disc golf course ratings. At the beginning of the year it rated 99 out of 200 courses and currently it rates 48th. Omland suggested a dog waste bag station be placed on hole #10, additional caution / safety signage on the walking path in some places and also inquired as to when the old baskets will be placed out for bid. The club is also working on a proposal to consider expansion of the course by adding a few more holes. This will be presented at the October meeting. A member of the public inquired as to why we have so large trash cans on every hole and that we should promote “Carry in, Carry out”. The board discussed this and decided that even though they would like to see more people do the right thing by carrying out what they brought in, some people just won't. The garbage cans have been effective in keeping the trails clean; although one on every hole might be overkill and that we should be able to get something more aesthetically pleasing that won't detract from the natural beauty as much.

Trail(s) Updates – Sheean reported things are progressing on all trails. Grant applications for the Boyne Valley Trail should have something soon on the status of their grant applications. The Boyne City to Charlevoix Trail, phase I is working their way through the process of an easement through Young State Park. This issue is between the MDNR and MDOT but is being addressed and will be taken care of soon. The County believes they will be able to get the project out to bid and be on schedule with letting the contract before February for construction in the spring.

UNFINISHED BUSINESS

Memorial Bench Proposal

Kovolski stated that we have a request from Adam Looze to place a memorial bench on remembrance of William “Bill” Grice. A photo showing what the bench will look like was in the agenda packet, except the color will be black instead of what is shown and it will have a small plaque on it. Teri Looze (Adam's mother) was present to represent the proposal. Teri stated that friends and family have donated funds to purchase the memorial bench and would like to see it placed in a city park or somewhere downtown. Adam and his dad will coordinate the installation of the concrete foundation.

Board Discussion – Sheean said that he thought Old City Park, looking over the river, would be a good location. Bowman stated that is a beautiful bench and agreed that Old City Park is a fitting location. She commented how nice it is that the City works with people and allows memorial benches, trees, etc. Kuhn agreed that he like the looks of the bench but added that there should be some consistency with look of future benches to ensure it is in keeping with the surroundings and current features. Kovolski stated that he thought there would be room right off the sidewalk close to the river. The general consensus of the board was they liked the look of the bench, the saying on the plaque and concurred that if the location Kovolski mentioned will work, it would be a nice place for it.

****MOTION**

VanHorn Moved, Bowman Seconded, PASSED UNANIMOUSLY to recommend approval of the memorial bench in memory of Bill Grice at Old City Park and for the Looze family to work with City Staff on exact placement and logistics.

Avalanche Signage

Kovolski reported that we are still waiting on the Wood Shop for the remaining signs. Conklin added that he had some concerns the vinyl lettering is easily peeled off and also brought to the board’s attention that one of the directional arrows is slightly skewed in the wrong direction.

Dog Park Update

Committee Chair Michele Carter reported the Grand Opening Celebration was a huge success with over 100 people in attendance and 50 - 75 dogs plus one iguana. The donation plaques are in place, drinking fountains have been delivered (installation is being coordinated) and informational rack cards are being made for distribution. Fund-raising is ongoing and some of the next steps are: tree plantings, benches, further development of the agility area (items are being donated and/or sponsored), shade pavilions (some materials and labor have been donated toward these) and an onsite donation tube. Everything is continuing to move forward. Carter brought up the fact there is a need for way finding signage the City should consider. Chair Sheean and members of the board expressed their appreciation toward Carter and those involved with creating the dog park and amazed at how much has been done in a short period of time.

NEW BUSINESS

Art Display Project

City Assistant Planner Annie Doyle gave the board an overview of the proposed walkabout sculpture project. It is proposed to have eight different art sculptures around the downtown. The art selection will be juried. Doyle added that this is a Main Street Project and is being overseen by the Design Committee. The committee worked with City staff to review possible locations that would not have a detrimental impact on driving and walking traffic. The general consensus of the board was they liked and heard positive feedback regarding the current

****MOTION**

sculptures and would like to see more in the future. Kuhn added that he thought the placements shouldn't be restricted to just the proposed locations on the map. **VanHorn moved, Kuhn seconded, PASSED UNANIMOUSLY** to support the concept of the Walkabout Public Art Project.

**Boyne Valley Lions -
Park Improvement**

Lion Woody was not able to make the meeting but would like to explore park enhancement projects with the Parks board to take back to the Boyne Valley Lions' board and see if there is support to take on a Lion's sponsored community project.

**Avalanche Mountain
Bike Trail Enhancement**

Steve Shnell representing Top of Michigan Mountain Bike Association (TOMMBA) made a presentation on planning and design expertise assistance that the group could contribute to the improvement of trails at Avalanche Park. The plan would evaluate and look at ways to minimize maintenance, control erosion and deterioration. TOMMBA is a regional association that looks at trails throughout northern Michigan. The TOMMBA board chose Avalanche because they felt it had great potential. The value of the assistance is about \$6,000 in master planning and design that could be implemented in the future as funds allow. Hugh Conklin asked if the plan could look at other uses such as cross-country skiing. Forrest Omland thought it was a good idea to have someone evaluate all of the trails at Avalanche. Conklin also asked if once the plan is developed, if there any assistance towards implementation. Shnell stated the group has volunteers that can assist with grant writing has performed some actual trail work.

Board Discussion - Bowman likes that it lends expertise in trails. Kuhn stated that he would like to see a plan that could improve the trail in a way that would improve the overall health of Avalanche. After board discussion the consensus was the City should accept the professional assistance TOMMBA is offering. **Sheean moved, VanHorn seconded, PASSED UNANIMOUSLY** to recommend the City Commission accepts professional assistance from TOMMBA to create a plan to improve and maintain the Mountain Bike Trail at Avalanche.

****MOTION**

**Trail Town Master Plan
Recommendation**

Chair Sheean summarized the most current version of the Master Plan. Only a few minor items had been incorporated or changed since the last time the board reviewed the plan and provided input. Sheean indicated the plan had been reviewed favorably by the Main Street Board and will be presented to the Planning Commission at their upcoming meeting prior to going to the City Commission.

Board Discussion - The general consensus was if there are no significant changes from the last time it was reviewed, let's move forward with it. **Bowman moved, Sheets seconded, PASSED UNANIMOUSLY** to support the Trail Town Master Plan and recommends adoption by the City Commission.

****MOTION**

NEXT MEETING

The next regular meeting of the Parks and Recreation Board is scheduled for Thursday, October 2, 2014 at 6 pm at City Hall.

ADJOURNMENT

The September 4, 2014 meeting of the Parks and Recreation board was adjourned at 7:31 p.m.

Barb Brooks, Recording Secretary

DRAFT

BOYNE CITY HISTORICAL COMMISSION

Minutes of Sept. 15, 2014
7:00 pm
Boyne City Hall Commission Chambers

CALL TO ORDER: 7:05 PM

PRESENT: Sansom, Hewitt, Dole, and Kuhn

ABSENT: Fulkerson

APPROVAL OF MINUTES: Minutes of the March 17, 2014 meeting, motioned by Sansom second by Dole, All ayes.

OLD BUSINESS:

Publish with the Chamber newsletter and the City winter tax newsletter the upcoming LaFrance Fire Truck Anniversary; we want to establish a committee to plan activities for this celebration.

NEW BUSINESS:

- A. Reviewed Catt Development S. Lake Street plans.
- B. Kuhn motioned Sansom second for Dole's board renewal of a three year term exp. June 2017, all ayes
- C. At our December meeting we will pick pictures for 2015 year so we are ready prior to each season. All agreed upon two football pictures for our new window display. Hewitt will contact Kecia Freed to proceed with printing.

COMMUNICATIONS:

Board vacancy discussion took place which led to a motion by Kuhn. Kuhn motioned to City Commission to consider extending our qualified board members to anyone within the 49712 area outside the city limits, Sansom second, all ayes.

Future location of the museum was discussed. Many options were mentioned, such as the Prudential Building next to the Post Office, the vacant building next to Eyes on Main, Sansom suggested the red building that the Library now owns. It was decided that Sansom and Kuhn would go the next day to visit Cliff Carey the Library Director to see what plans they had for the red building and get his thoughts on the possibility of moving the museum to this location.

Kuhn share with us that he will be leaving the Parks & Recreation board and he and his wife will spend the winter in Florida.

NEXT MEETING: December 15, 2014

ADJOURNMENT: 8:17 PM



Approved: _____

**MEETING OF
SEPTEMBER 25, 2014**

**RECORD OF THE PROCEEDINGS OF THE REGULAR MEETING OF THE
BOYNE CITY AIRPORT ADVISORY BOARD HELD September 25, 2014**

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, Ed Hennessy*, Leon Jarema* Rod Cortright* Brian Harrington,

Absent: Jim Kozlowski* Larry Trumble* Bud Chipman

**Ex Officio Members*

ATTENDANCE

Citizens: Doug Marvin-Principal at Orion School in Boyne Falls

Staff: Airport Manager/City Manager, Michael Cain

EXCUSED ABSENCES

None

MOTION

APPROVAL OF MINUTES

Sutliff moved Harrington seconded PASSED UNANIMOUSLY to approve the **August 25, 2014** minutes as written.

MOTION

CORRESPONDENCE

NONE

COMMITTEES/REPORTS

NONE

UNFINISHED BUSINESS

A. Hangar Inquires/Leasing/Inspections:

Currently, all City owned hangars are under long term lease. Hangar inspections will take place in the Spring of 2015.

B. Other

1. **Crack Sealing:** The City Commission accepted a bid from APM of Harbor Springs to do crack sealing at the airport. This project should begin soon.
2. **Roof Replacement:** The City Commission accepted a bid from Larry Trumble to replace the roof on the airport terminal with an expected completion of this fall.
3. **Safety Seminar:** An Airport Board sponsored Safety Seminar was held on September 16, 2014 at the airport and presented by Randy Collier from the Michigan Office of Aeronautics. Those attending felt the topic to be helpful and informative.
4. **Drag Race ReCap:** The drag race held at the airport on Labor Day weekend was well attended and considered a success.

NEW BUSINESS

- A. FAA Penetration Notice:** Documents received from the FAA regarding obstructions to the approaches at the Airport were reviewed and discussed. Michael Cain, Jerry Schmidt & Rod Cortright will research this and report to the board.
- B. Other:**
 - 1. The Boyne City Commission approved the Trail Town designation. As this progresses, it will implicate the airport terminal as a trail head.
 - 2. Possible WiFi upgrades to the terminal are being considered in partnership with Northern Homes.

GOOD OF THE ORDER

*Fuel price is \$5.62 per gallon as of August 25, 2014.

**ANNOUNCEMENTS
NEXT MEETING**

*The next regular Airport Advisory Board meeting is scheduled for **Thursday, October 23, 2014 at 5:30pm** in the Airport Terminal with election of offices.

MOTION

ADJOURNMENT

Chair Schmidt adjourned the Airport Advisory Board meeting at **6:12pm**.

Richard L. Bouters, Secretary

CITY OF BOYNE CITY

To: Michael Cain, City Manager *Mc*

From: Scott McPherson, Planning Director *SM*

Date: October 14, 2014

Subject: Marvin Loding Award



In accordance with the outlined procedures for selecting winners of the Marvin Loding award, the Planning Commission reviewed nominations for the awards at the September regular meeting and selected award winners for the Industrial, Commercial and Residential Categories. The award recipients are as follows: Industrial Award Precision Edge, Commercial Award Family Fare, Residential Award Dale and Marilyn Goby. All of the award winners have been contacted and invited to the October 14, 2014 City Commission meeting for recognition and award presentation.



City of Boyne City

MEMO

Agenda Item 9C

Date: October 10, 2014
To: Mayor Grunch and the Boyne City City Commission
From: Michael Cain, City Manager *Mc*
Subject: Boyne Mountain Sanitary Sewer Line Expansion

As the Commission may recall last June we approved going forward in assisting Boyne Mountain obtain CDBG grant funds to expand the sanitary force main that runs along M-75 South between the Business Park (near Moll Drive) and Topolinski Drive. Boyne Mountain will be providing all the local funds necessary to undertake this project. I have attached my June 20, 2013 memo to you on this matter which describes this matter in greater detail.

Today we bring to the City Commission two items that need attention.

The first is the possible appearance of a conflict of interest because our City Clerk and Treasurer Cindy Grice and the President and General Manager of Boyne Mountain are married. This has never been an issue during my tenure with the City and I do not expect it to be here. Cindy has worked diligently to keep her position with the City and that of her husband with Boyne Mountain as separate whenever even the appearance of a conflict arises. Furthermore, as noted in the attached review letter from our City Attorney, her role in this project is basically a reporting and recording role. While those roles are important they in no way affect who gets any money or how much they get.

Since there is no real conflict here I am recommending that you authorize me to complete and submit the attached letters on this matter.

The second is approval to issue a revised agreement between Boyne Mountain, Boyne Valley Township and the City that outlines their roles and responsibilities. The revised agreement is very similar to the original one. Both are included here with changes highlighted in the new revised document. The biggest changes here are that 1) Boyne Mountain's required match and number of employees to be hired has been decreased; 2) Grant administration costs are being noted and that an approved hiring process will be used to hire a Certified Grant Administrator and 3) that Boyne Mountain agrees to cover any overruns. Other than some additional staff time that will be needed to hire the grant administrator (an outside contractor) there are no changes that will negatively impact the City.

Since the specifics of this project seems to change slightly from time to time while the overall scope remains constant my recommendation will be to approve the proposed changes to this document and any further non-substitutive changes that might come forward in the future. I would report any such changes to the Commission if they occur.

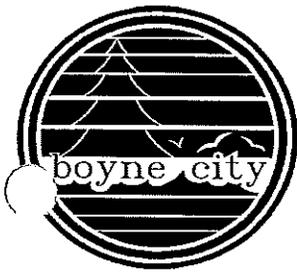
RECOMMENDATIONS: That the City Commission:

- 1) acknowledge receipt of information regarding a potential perceived conflict of interest involving the Boyne Mountain Sanitary Sewer Expansion Project;

- 2) approve the revised Boyne Mountain Expansion Agreement between Boyne USA, the City of Boyne City and Boyne Valley Township ; and
- 3) authorize the City Manager to complete and return the required documents as presented and any future documents associated with this project that may reflect future non-substitutive changes subject to reporting to the City Commission.

Options:

- 1) Postpone the matter for further consideration and/or information.
- 2) Deny the request.
- 3) Other option(s) as determined by the City Commission.



City of Boyne City

MEMO

6/25/13
cc

Date: June 20, 2013
To: Mayor Grunch and the Boyne City City Commission
From: Michael Cain, City Manager *Mc*
Subject: Boyne Mountain Sanitary Sewer Line Expansion

As the Commission is aware the City provides sanitary sewer service to Boyne Mountain as provided for in an intergovernmental agreement with Boyne Valley Township and various agreements over the years with Boyne Mountain. Most recently the City and the Mountain executed an agreement governing their use of up to 43.5% of our wastewater treatment facility and the cost sharing and other issues related to it.

One of the long term improvements Boyne Mountain has planned on making was increasing the size of the force main line that runs along the south side of M-75 from the old railroad crossing east of the Boyne Valley School west to the Moll Drive entrance to the Boyne Business Park. Originally a 6" force main connected Boyne Mountain to our system. Several years ago a portion of that force main from the Mountain to Topolinski Road was increased 10". The Mountain is now looking to increase the balance of that force main from Topolinski road to their connection to our system near the Moll Drive entrance of the Boyne Business Park to 10" as well. This new larger force main will give them increased pumping and storage capacity as further development in undertaken on their property as they use more of their up to 43.5% capacity of our wastewater treatment facility.

The cost of the project is estimated to be \$423,000. Boyne Mountain is responsible for the cost of the project. Once the project is complete the force main will be turned over to the City to operate and maintain, as is the case with their existing 6" force main, which will remain available for use.

Boyne Mountain, working with the Northern Lakes Economic Alliance, has lined up a grant from the MEDC for \$382,500 for this project. Boyne Mountain will come up with the \$45,000 local match and is pledging other on property development and job creation as additional rationale for the State to invest these dollars. Since the MEDC does not award infrastructure dollars directly to private entities this project needs to go through local government. For this project there are two local governments involved: Boyne Valley Township where the Mountain and the work are located and Boyne City as the owner of the public wastewater treatment collection and treatment systems. The MEDC is requiring that both the City and the Township be involved in this process. An agreement outlining the roles of each local government is attached for your review and consideration. Both the City and the Township have worked with Boyne Mountain on similar infrastructure improvement grants from the State in the past. This is the first time that we can recall that they have required both local units of government to be participants in the grant process.

Other than staff time there should be no costs to the City for assisting with the grant and project. It is anticipated that Boyne Mountain will contract with the NLEA for grant administration assistance, just as we usually do.

Associated with most grants of this type is the possibility that if the terms of the grant are not properly followed that the State could require the return of the grant funds. While we have no history of this actually happening to us or on any project we are aware of involving Boyne Mountain, it is a possibility. Should we move forward in

participating with this project, which staff recommends, we should obtain a hold harmless or similar agreement from Boyne Mountain stating that they would be responsible for the repayment of any grant funds should they be required to be returned.

As I believe the City Commission is aware, Boyne Mountain is a huge economic engine in the region and its continued success bodes well for the surrounding region, including Boyne City. This project and the current and future developments it will allow are encouraging signs of Boyne Mountain's long term vitality. We also have very good working relationships with Boyne Mountain, Boyne Valley Township, the NLEA and the MEDC. This project is a natural progression of those strong relationships.

A public hearing (i) on this matter is scheduled for today's meeting. We expect representatives from Boyne Mountain and the NLEA to be present to discuss this matter and address any questions that may come up. After the public hearing the City Commission will be asked to consider approving motions and resolutions supporting the project by approving as presented and authorizing the execution of and signature by the appropriate staff member(s) of:

ii) a Roles and Responsibilities Agreement between the City of Boyne City and Boyne Valley Township; and

iii) a Authorizing Resolution; and

iv) a Resolution to Appoint City Manager Michael Cain as the Environmental Review Certifying Officer for this project

on the conditions that there will be no cost to the City and that Boyne Mountain would be responsible for the repayment of any grant funds should they be required to be returned and will provide satisfactory written assurances to the City to this effect.

RECOMMENDATION: That the City Commission hold the public hearing on the proposed Boyne Mountain wastewater force main enlargement project and considering input from that Public hearing approve items ii), iii), and iv) as outlined above and authorize staff to sign and execute the required documents on the condition that there will be no cost to the City and that Boyne Mountain would be responsible for the repayment of any grant funds should they be required to be returned and will provide satisfactory written assurances to the City to this effect.

Options:

- 1) Postpone the matter for further consideration and/or information.
- 2) Deny the request.
- 3) Other option(s) as determined by the City Commission.

PLUNKETT  COONEY

October 7, 2014

Charles Donaldson
Program Specialist
Michigan Economic Dev Corp
300 N. Washington Square
Lansing, MI 48913

RE: City of Boyne City / CDBG Grant / Boyne Mountain Project

Dear Mr. Donaldson:

Please be advised that our firm has the pleasure of serving as the city attorneys for the City of Boyne City. We understand the City is applying for a CDBG Grant in the form of financial assistance to expand the capacity of the sewer line from Boyne Mountain Resort to the City of Boyne City.

In connection with this grant, we understand the Michigan Economic Development Corporation is looking for our legal opinion concerning conflicts of interest defined by 24 CFR § 570.611.

Our opinion, as set forth below, is based on the following: In reliance on correspondence from the City, we understand that the only CDBG funded financial transaction that will occur as a result of this grant is that a construction contractor will be hired, through an open bidding process, to install the new sewer force main from Boyne Mountain Resort to the City of Boyne City. We acknowledge that Mrs. Cindy Grice is the Clerk/Treasurer of the City of Boyne City. Mrs. Grice is the wife of Ed Grice, who we understand is the President and General Manager of Boyne USA, owner of the Boyne Mountain Resort. Boyne Mountain Resort will be the beneficiary of the CDBG Grant in the form of financial assistance in order to expand the capacity of the subject sewer line.

We further understand that Mrs. Cindy Grice will only have very limited functions and responsibilities with respect to the CDBG activities. The City has reported that she will not be involved in the grant administration other than recording grant expenditures and filing grant documents she receives from the contracted grant administrator. Mrs. Grice will not participate in any decisions related to the grant including what contractor is chosen to perform the construction as that decision is in the sound discretion of the City Commissioners for the City of Boyne City. Mrs. Grice will not be in a position to gain inside information regarding any of the grant activities that could be used to further her, her husband Ed Grice, or the business of Boyne USA at Boyne Mountain Resort. Mrs. Grice will not, as we understand it, have any financial interest in any contract, subcontract or agreement with respect to a CDBG-assisted activity nor

ATTORNEYS & COUNSELORS AT LAW

303 Howard Street • Petoskey, MI 49770 • T: (231) 347-1200 • F: (231) 347-2949 • plunkettcooney.com

Charles Donaldson

October 7, 2014

Page 2

with respect to the proceeds of a CDBG-assisted activity, either for herself, for her husband or Boyne USA, Inc. other than the approved grant fund activities; being the installation of a new sewer line.

Based on the understanding set forth above and considering the provisions of 24 CFR § 570.611, it is our opinion that the relationship between Mr. & Mrs. Grice as set forth above will not violate any laws of the State of Michigan or any local law with respect to this grant request.

As a matter of full disclosure, it should be noted that our lawfirm provides legal services to Boyne USA. Our representation of Boyne USA has been disclosed to the City of Boyne City and, to the extent applicable, waivers of conflict have been signed by each party. Our representation of Boyne USA in no way affects our opinion set forth above.

Finally, this opinion is limited to the matters contained in this letter. The Michigan Economic Development Corporation may rely on our opinion, but only to the extent of this specific grant request. This opinion may not be relied upon by others.

Should you have questions, please do not hesitate to contact me.

Sincerely,

PLUNKETT COONEY



JAMES J. MURRAY

Direct dial: 231-348-6413

JJM/tll

c: Michael Cain

Open.06056.60760.14625855-1



City of Boyne City
Founded 1856

319 N. Lake Street

Boyne City, Michigan 49712
www.boynecity.com

Phone 231-582-6597
Fax 231-582-6506

October 15, 2014

Charles Donaldson
Michigan Economic Development Corporation
Community Development Block Grant Program
300 N. Washington Square
Lansing, MI 48913

Dear Mr. Donaldson:

Re: Boyne Mountain Expansion Project – Conflict of Interest Exception Request

This is a request for an exception to “24 CFR 570.611 – Conflicts of Interest” in relation to the City of Boyne City’s Community Development Block Grant application for the Boyne Mountain Expansion Project.

The perceived conflict involves Cindy Grice, the Clerk-Treasurer of the City of Boyne City. She is the wife of Ed Grice, President and General Manager of Boyne USA at Boyne Mountain Resort. Boyne Mountain Resort will be a beneficiary of this CDBG grant in the form of financial assistance to expand the capacity of the sewer line from the resort to the City. The basis upon which this exception is being requested is as follows:

- The only CDBG funded financial transaction that will occur as the result of this grant is that a construction contractor will be hired, through an open bidding process, to install the new sewer force main from Boyne Mountain resort to the City.
 - Ms. Grice will have only very limited functions and responsibilities with respect to the CDBG activities. She will not be involved in the grant administration other than recording grant expenditures and filing grant documents she receives from the contracted Grant Administrator.
 - She will not participate in any decisions related to the grant, including what contractor is chosen to perform the construction.
 - She will not be in the position to gain inside information regarding any of the grant activities that could be used to further her, her husband’s or his business’ financial position.
 - She will not, at any time, have any financial interest in any contract, sub contract, or agreement with respect to a CDBG-assisted activity, or with respect to the proceeds of the CDBG-assisted activity, either for herself, her husband or his company, other than the approved grant funded activities (the installation of a new sewer line).



An Equal Opportunity Provider and Employer

Hometown Feel, Small Town Appeal

In accordance with 24 CFR 570.611(d) (1) – This perceived conflict was disclosed and discussed at a regular meeting of the Boyne City Commission on October 14, 2014 (see attached meeting minutes).

In accordance with 24 CFR 570.611(d) (2) – The City's attorney has written the attached opinion concerning this issue and finds that this situation will not violate any laws of the State of Michigan or any local law with respect to this grant request.

Thank you for your attention to this matter. If you have any additional questions concerning this situation or need additional information, please do not hesitate to contact me.

Sincerely,

Michael Cain
City Manager

New

Boyne Mountain Expansion Project Agreement

Between Boyne USA, the City of Boyne City
and Boyne Valley Township

[Revised _____]

[] = CHANGED

This Agreement between Boyne USA, Inc. (the "Company"), the City of Boyne City (the "City") and Boyne Valley Township (the "Township") is for the purpose of delineating responsibilities related to the implementation of the Boyne Mountain Expansion Project (the "Project").

1. The Project is described as follows:
 - a. The Project consists of the replacement of the City's sanitary sewer force main located on Boyne Ave. between Topolinski Rd. to Moll Dr. in Boyne Valley Township, as described in the City and Township's joint Community Development Block Grant (CDBG) application, dated _____. This infrastructure improvement will enable the Company to expand their facilities and amenities at Boyne Mountain Resort, located in Boyne Valley Township and to create [38] new jobs over a two year period. The Company's estimated investment at Boyne Mountain Resort is [\$5,130,100] ⁴⁵ 8,050,000 over that period.
 - b. The City and Township are co-applicants to the Michigan Economic Development Corporation (MEDC) for grant funding (the "Grant") from the CDBG program in the amount of \$382,500 to be used for the Project, [plus Grant Administration costs.] Local match ("Match") for the Project will be \$45,000, [to be used to pay for engineering costs associated with this Project.]

2. If Grant funding for the Project is approved by the MEDC, the City and Township agree to do the following:
 - a. The City and Township will administer the Grant in accordance with State and federal requirements, as delineated in the Grant Agreement between the City, Township and MEDC and the "Roles and Responsibilities Agreement" between the City and Township, dated June 25, 3013.
 - b. [The City and Township will hire an MEDC "Certified Grant Administrator" to assist with Project administration. Hiring of this consultant will be in accordance with federal procurement requirements.]
 - c. City staff will work with the Company's engineer on the design and construction involved with the implementation of the Project.

3. If the Grant is approved for the Project, the Company agrees to do the following:
 - a. The Company will hire [38] new employees over a two year period beginning after the Grant Agreement is executed, in accordance with

"Attachment 4" of the City/Township's CDBG Application – Part 1, dated [redacted]

- b. The Company will report new hires to the City in exchange for disbursement of the CDGB funds, in accordance with the reporting requirements of the MEDC.
- c. The Company's engineer will cooperate with City staff on the design and construction involved with the installation of the sanitary sewer force main that is part of this Project.
- d. The Company will pay for any cost over-runs on the installation of the sanitary sewer force main, in excess of the CDBG funds (\$377,500.00) allocated for this portion of the Project.
- e. The Company will provide the City with the \$45,000 Match that is required for this Project, to be used to pay for engineering costs associated with the sewer installation. [The Company will pay for any additional costs associated with engineering, in excess of \$45,000.]
- f. The Company will provide the City with proof of their private investment related to this Project of approximately \$5,130,100, beginning after the Grant Agreement is executed.
- g. If the Company fails to create the jobs, as outlined in "Attachment 4" of the City/Township CDBG Application – Part 1 or the MEDC determines that the terms of the Grant Agreement have not been met; the Company will repay any Grant funds required by the MEDC.
- h. The Company agrees to provide the City with information related to the progress of the Project, new hires and private investment, as required by the MEDC.

This Agreement may only be altered or modified upon the mutual consent and signatures of all parties. This Agreement replaces the "Boyne Mountain Expansion Project Agreement Between Boyne USA, the City of Boyne City and Boyne Valley Township", dated [redacted]

Stephen Kircher, President East
Boyne USA, Inc.

Date

Michael Cain, City Manager
Boyne City

Date

Sue Hobbs, Supervisor
Boyne Valley Township

Date

NEW 8

Boyne Mountain Expansion Project

Agreement

Between Boyne USA, the City of Boyne City

and Boyne Valley Township

This Agreement between Boyne USA, Inc. (the "Company"), the City of Boyne City (the "City") and Boyne Valley Township (the "Township") is for the purpose of delineating responsibilities related to the implementation of the Boyne Mountain Expansion Project (the "Project").

1. The Project is described as follows:
 - a. The Project consists of the replacement of the City's sanitary sewer force main located on Boyne Ave. between Topolinski Rd. to Moll Dr. in Boyne Valley Township, as described in the City and Township's joint Community Development Block Grant (CDBG) application, dated July 17, 2013. This infrastructure improvement will enable the Company to expand their facilities and amenities at Boyne Mountain Resort, located in Boyne Valley Township and to create 45 new jobs over a two year period. The Company's estimated investment at Boyne Mountain Resort is \$8,050,000 over that period.
 - b. The City and Township are co-applicants to the Michigan Economic Development Corporation (MEDC) for grant funding (the "Grant") from the CDBG program in the amount of \$382,500 to be used for the Project. In addition, local match ("Match") for the Project will be \$45,500.
2. If Grant funding for the Project is approved by the MEDC, the City and Township agree to do the following:
 - a. The City and Township will administer the Grant in accordance with State and federal requirements, as delineated in the Grant Agreement between the City, Township and MEDC and the "Roles and Responsibilities Agreement" between the City and Township, dated June 25, 2013.
 - b. City staff will work with the Company's engineer on the design and construction involved with the implementation of the Project.
3. If the Grant is approved for the Project, the Company agrees to do the following:
 - a. The Company will hire 45 new employees over a two year period beginning after the Grant Agreement is executed, in accordance with "Attachment 4" of the City/Township's CDBG Application – Part 1, dated July 17, 2013.

- b. The Company will report new hires to the City in exchange for disbursement of the CDGB funds, in accordance with the reporting requirements of the MEDC.
- c. The Company's engineer will cooperate with City staff on the design and construction involved with the implementation of the Project.
- d. The Company will provide the City with the \$45,500 Match that is required for this Project.
- e. The Company will provide the City with proof of their private investment related to this project of approximately \$8,050,000, beginning after the Grant Agreement is executed.
- f. If the Company fails to create the jobs, as outlined in "Attachment 4" of the City/Township CDBG Application – Part 1 or the MEDC determines that the terms of the Grant Agreement have not been met, the Company will repay any Grant funds required by the MEDC.
- g. The Company agrees to provide the City with information related to the progress of the Project, new hires and private investment, as required by the MEDC.

This Agreement may only be altered or modified upon the mutual consent and signatures of all parties.

 Stephen Kircher, President East
 Boyne USA, Inc.

 Date

 Michael Cain, City Manager
 Boyne City

 Date

 Sue Hobbs, Supervisor
 Boyne Valley Township

 Date

1. Applicant: Boyne City		2. Project Title: Boyne Mountain Expansion Project		
3. Project Cost Elements		4. Project Funding Sources (identify all other funding sources).		
Activities	CDBG	Local	Private	TOTAL
OLD NUMBERS				
Architecture and/or Engineering		\$45,000.00		\$45,000.00
Infrastructure Improvements	\$377,500.00	\$500.00		\$378,000.00
Building Improvements*			\$8,050,000.00	\$8,050,000.00
Administration	\$5,000.00			\$5,000.00
TOTALS	\$382,500.00	\$45,500.00	\$8,050,000.00	\$8,478,000.00

* Building = 18 to 26 condos + mountain coaster
 Condos = \$6,000,000
 Mountain coaster = \$2,050,000
 Job creation - 45

1. Applicant: Boyne City		2. Project Title: Boyne Mountain Expansion Project		
3. Project Cost Elements		4. Project Funding Sources (identify all other funding sources).		
Activities	CDBG	Local	Private	TOTAL
NEW NUMBERS				
Architecture and/or Engineering		\$45,000.00		\$45,000.00
Infrastructure Improvements	\$377,500.00		\$22,100.00	\$399,600.00
Building Improvements*			\$5,108,000.00	\$5,108,000.00
Administration	\$5,000.00			\$5,000.00
TOTALS	\$382,500.00	\$45,000.00	\$5,130,100.00	\$5,557,600.00

* Building = 18 condos and the mountain coaster
 condos = \$3,945,000
 Coaster = \$1,163,000
 Job Creation - 38



City of Boyne City

MEMO

Date: October 10, 2014

To: Mayor Grunch and the Boyne City City Commission

From: Michael Cain, City Manager 

Subject: Property and Liability Insurance Coverage Renewal

In 2005 the City switched our property and liability insurance coverages from the Michigan Municipal Leagues' Liability and Property pool, after quite a long time with them, to the Michigan Township Participating Plan, which is represented by Paul Olson. At that time our annual premium went from \$105,259 to \$82,273. Since then our rates have been: \$85,065, \$88,789, \$88,454, \$76,572, \$58,414, \$55,632, \$59,336 and \$62,351 for our current coverage year which ended on September 30th. Assuming the League's rates had stayed fairly constant (there was usually an annual increase) through this year we have a saved about \$290,445 by switching insurance providers, and ended up with equivalent, if not better coverages.

As requested by the City Commission after last year's renewal, we recently obtained quotes for our liability insurance. We do this every few years to make sure we are getting fair pricing and services. This year we received the following four sealed proposals which were publically opened at 4:05 p.m. in the City Hall Conference Room. Those proposals were (in the order opened):

Michigan Municipal League Liability and Property Pool Southfield, MI	\$79,791
Cadillac Insurance Center Harbor Springs, MI	\$66,356
Michigan Municipal Risk Management Authority Livonia, MI	\$91,383
Municipal Underwriters of Michigan, Inc. Grayling, MI	\$59,328

The full proposals are available in the City Clerk's office for review and can be brought to Tuesday's meeting if requested. The proposals were requested to be based upon our existing coverages or with any recommended changes.

Attached is a letter and quotation from the low bidder, Municipal Underwriters of Michigan, Inc. for the coming year and their summary of coverages. As you will note in the letter the price for the coming year

**MICHIGAN
TOWNSHIP
PARTICIPATING
PLAN**

**SUMMARY OF COVERAGES
FOR
CITY OF BOYNE CITY 2014-2015**

Presented By:
PAUL W. OLSON - RISK MANAGER
Municipal Underwriters of Michigan, Inc.

SUPPORT/SERVICE COMPANIES

MARKETING AND SERVICE:

PAUL W. OLSON
Municipal Underwriters of Michigan, Inc.
935 Robin Hood Lane
Grayling, MI 49738
1-888-883-6391 Michigan Watts
989-348-4546 Fax

TECHNICAL ADMINISTRATION:

Michigan Township Participating Plan
1700 Opdyke Court
Auburn Hills, Michigan 48326
(248) 371-3100 - LOCAL
(800) 783-1370 - MICHIGAN WATTS
(248) 371-3069 - FAX

RISK CONTROL ADMINISTRATION

Midwest Risk Control
1700 Opdyke Court
Auburn Hills, Michigan 48326
(248) 371-3100 - LOCAL
(800) 783-1370 - MICHIGAN WATTS
(248) 371-3091 - FAX

CLAIMS ADMINISTRATION

Midwest Claims Service
1700 Opdyke Court
Auburn Hills, Michigan 48326
(248) 371-3100 - LOCAL
(800) 783-1370 - MICHIGAN WATTS
(248) 371-3069 - FAX

I. COMPREHENSIVE MUNICIPAL LIABILITY COVERAGE:*

Limit of Liability Per Occurrence	\$ 5,000,000
Limit of Liability Per Aggregate	\$ No Aggregate
Deductible	\$ 0

ADDITIONAL INSUREDS:

1. **Any** member of the governing body of the Named Insured
2. **Any** member of boards or commissions of the Named Insured
3. **Any** elected or appointed official of the Named Insured
4. **Any** employee of the Named Insured – Including **Contracted Assessor**
5. **Any** volunteer

ADDITIONAL INCLUDED COVERAGES:

1. Public Officials **RESIDENCE AND PLACE OF EMPLOYMENT**
2. Premises Medical Payments - \$10,000 Limit/includes volunteers
3. Host Liquor Law Liability
4. Special Events Liability - Fireworks Liability by Endorsement
5. Governmental Professional Malpractice Liability
6. Incidental Medical Malpractice Liability
7. Cemetery Professional Liability
9. Employee Benefit Liability
10. Extended Bodily Injury and Property Damage Liability
11. Completed Operations
12. Property Legal Liability - \$500,000 Limit
13. Premises and Operations
14. Care, Custody and Control Coverage - \$25,000 per occurrence
15. Explosion, Collapse and Underground (exclusions deleted)
16. Vicarious Liability
17. Fellow Member Liability
18. Governmental Tort Immunity Waiver
19. Non-Owned and Hired auto liability coverage
20. Non-Owned and Owned Watercraft Liability-under 26'in length
21. Personal Injury Protection Includes:
 - A. FALSE ARREST, DETENTION OR IMPRISONMENT
 - B. MALICIOUS PROSECUTION
 - C. WRONGFUL ENTRY OR EVICTION OR OTHER INVASION OF THE RIGHT OF PRIVATE OCCUPANCY
 - D. LIBEL, SLANDER, ORAL OR WRITTEN PUBLICATION
 - E. MENTAL ANGUISH & MENTAL INJURY

**PUBLIC OFFICIALS WRONGFUL ACT LIABILITY
(Errors & Omissions)**

Limit of Liability Per Occurrence:	\$ 5,000,000
Limit of Liability Aggregate:	\$ No Aggregate
Deductible:	\$ 0

The following are areas of exposure to public officials and employees, which most generally are covered by a legal liability policy:

1. A decision or opinion of the municipal board
2. A decision or opinion of the fire & ambulance department
3. A decision or opinion of the zoning or planning board and zoning board of appeals
4. Regulatory Taking of Private Property" sustained by any one person or organization is One Hundred Thousand Dollars and No Cents (\$100,000). "Regulatory Taking of Private Property", means the enactment or enforcement of any regulation or ordinance, which unconstitutionally and temporarily restricts the use of private property.
5. Decisions or opinions of Building, Electrical, Plumbing Inspectors and Contracted Assessors
6. Alleged negligence or incompetence on the part of any public official or employee including the failure to carry out duties.
8. Inadequate supervision of voter registration & elections
9. Improper hiring or firing of employees
10. Failure to check auditing & accounting practices
11. Violation of Civil Rights: Civil Rights are defined as "means the deprivation of any rights, privileges, or immunities secured by the Constitution and laws, including discrimination based upon religion, race, color, national origin, age, gender (including sexual harassment, unwelcome sexual advance, request for sexual favors, and other verbal or physical conduct or communication of a sexual nature), height, weight, disability, or marital status"
12. Back Wages- \$25,000 per person
13. Non- Monetary Defense Coverage- \$25,000 per occurrence, \$50,000 Aggregate

Note: Failure of assured to provide or maintain valid insurance policies is not a covered exposure.

II. FLEET LIABILITY COVERAGE:

LIMITS

A. Bodily Injury & Property Damage [CSL]	\$ 5,000,000
B. Personal Injury Protection	Statutory
C. Personal Property Insurance	\$ 5,000,000
D. Uninsured Motorists	\$ 100,000
E. Non-owned & Hired Auto Liability	\$ 5,000,000
F. Mini-Tort Liability	\$ 500
G. Underinsured Motorists	\$ 100,000

III. FLEET PROPERTY COVERAGE:

Property limit \$ 3,367,673.00 38 Vehicles

A. Comprehensive	\$ 500 ACV Deductible, Actual Cash Value
B. Collision	\$ 500 Deductible, ACV, Broadened

IV. INLAND MARINE COVERAGE:

Providing **ALL RISK, REPLACEMENT COST COVERAGE** for property and equipment while on or off the premises. **NO CO-INSURANCE**

Property limit \$1,070,250.00
Deductible \$1,000

SEE ATTACHED SCHEDULE

Auto Schedule

Application:
T000020025619

CITY OF BOYNE CITY

Auto #	New Cost	Comp. Ded.	Coll. Ded.	Year	Description	VIN #	Type
1	\$ 10,000	\$ 500	\$ 500	1917	LAFRANCE FIRE TRUCK	5132	10
2	\$ 50,000	\$ 500	\$ 500	1988	FORD UTILITY EQUIP VAN FIRE	8116	5
3	\$ 160,000	\$ 500	\$ 500	1991	KODIAK DISEAL TANKER	7734	5
5	\$ 325,000	\$ 500	\$ 500	1993	GMC PUMPER/TANKER	1112	5
6	\$ 750,000	\$ 500	\$ 500	2004	SPARTAN AIREAL LADDER TRUCK	1133	5
7	\$ 325,000	\$ 500	\$ 500	1998	INTERNATIONAL PUMPER/TANKER	5135	5
8	\$ 70,000	\$ 500	\$ 500	2001	FORD JAWS/RESCUE	5074	5
9	\$ 140,000	\$ 500	\$ 500	2002	OSAGE AMBULANCE	9716	4
11	\$ 140,000	\$ 500	\$ 500	1996	CHEVY AMBULANCE	3956	4
13	\$ 2,000	\$ 500	\$ 500	1982	LOW BOY TRAILER	0007	13
14	\$ 30,000	\$ 500	\$ 500	1991	FORD L8000 DUMP TRUCK	9051	7
24	\$ 85,000	\$ 500	\$ 500	2004	INTERNATIONAL 7400 DUMP	8059	7
34	\$ 200,000	\$ 500	\$ 500	1994	FORD L-8000 VACTOR TRUCK	1115	2
35	\$ 50,000	\$ 500	\$ 500	1998	INTERNATIONAL 2000 SEIES	7610	7
36	\$ 2,000	\$ 500	\$ 500	1998	UTILITY TRAILER	1116	13
39	\$ 81,675	\$ 500	\$ 500	2006	INTERNATIONAL 7400 DUMP TRUCK	2033	7
40	\$ 140,000	\$ 500	\$ 500	2001	FORD F-450 AMBULANCE	4391	4
41	\$ 21,383	\$ 500	\$ 500	2006	FORD F-150 PICKUP	8640	2
42	\$ 20,134	\$ 500	\$ 500	2006	FORD F-150 PICK UP	8262	2
44	\$ 116,172	\$ 500	\$ 500	2007	INTERNATIONAL PLOW TRUCK	3928	7
47	\$ 4,000	\$ 500	\$ 500	2006	WELLS CARGO UTILITY TRAILER	7767	13
48	\$ 23,500	\$ 500	\$ 500	2009	FORD F-250 PICK UP 4X4	9758	2
49	\$ 1,200	\$ 500	\$ 500	1996	DODGE DAKOTA	2235	2
50	\$ 27,110	\$ 500	\$ 500	2010	FORD CROWN VICTORIA POLICE	4038	11
51	\$ 60,000	\$ 500	\$ 500	2004	FORD SUPER DUTY FIRE TRUCK	0023	5
52	\$ 32,000	\$ 500	\$ 500	2011	FORD EXPEDITION POLICE	2276	11
53	\$ 20,000	\$ 500	\$ 500	2010	FORD F-150 XL PICK UP	0607	2
54	\$ 23,500	\$ 500	\$ 500	2012	FORD TAURUS POLICE	4857	11
55	\$ 26,127	\$ 500	\$ 500	2013	FORD 4DOOR POLICE	5247	11
56	\$ 21,534	\$ 500	\$ 500	2013	F-250 FORD PICK UP	0948	2
57	\$ 74,518	\$ 500	\$ 500	2014	INTERNATIONAL 7400 DUMP	2064	7
59	\$ 23,820	\$ 500	\$ 500	2015	FORD POLICE INTERCEPTOR	9140	11
60	\$ 20,000	\$ 500	\$ 500	2001	FORD F-150 PARKS	5472	2
61	\$ 36,000	\$ 500	\$ 500	2004	FORD F-350 DPW	9529	2
62	\$ 36,000	\$ 500	\$ 500	2011	FORD F-350 1 TON DPW	9156	2
63	\$ 185,000	\$ 500	\$ 500	1998	FRIEGHTLINER SWEEPER	0074	2
64	\$ 20,000	\$ 500	\$ 500	2010	FORD F-150	0608	2
65	\$ 15,000	\$ 500	\$ 500	1999	FORD F-150 XL MARINA	0899	2
Total: \$3,367,673							

Inland Marine Schedule

Application:
T00020025619

CITY OF BOYNE CITY 

number	Serial #	Year	Make	Model	Department	Type	AR	Limit	Spec Ded
3	PLAYSCAPE	0			Parks and Recreation	Commercial Articles	RC	\$ 100,000	\$ 0
2		2000	GENERAC DISEL GENER	130KW	Water and Sewer	Contractors Equipment	RC	\$ 26,250	\$ 0
11		2002	HOLDER 9700		Dept. of Public Works	Contractors Equipment	RC	\$ 130,000	\$ 0
8		1995	JCB TRACTOR	210S	Dept. of Public Works	Contractors Equipment	RC	\$ 41,000	\$ 0
9	547312	2012	JD WHEEL LOADER	524K	Dept. of Public Works	Contractors Equipment	RC	\$ 132,000	\$ 0
7		1986	KABOTA BACKHOE		Dept. of Public Works	Contractors Equipment	RC	\$ 27,000	\$ 0
12		2011	KUBOTA	TRACTOR	Dept. of Public Works	Contractors Equipment	RC	\$ 28,000	\$ 0
10		0	MISC DPW/WATER SEWER		Dept. of Public Works	Contractors Equipment	RC	\$ 110,000	\$ 0
1		1988	SEWER LINE TV SYSTEM		Water and Sewer	Commercial Articles	RC	\$ 26,000	\$ 0
5		2008	TRACKLESS MT5	SN MT5T- 3652	Streets and Roads	Contractors Equipment	RC	\$ 130,000	\$ 0
13	4444	2007	TRAILER MOUNT	GENERATOR	Dept. of Public Works	Contractors Equipment	RC	\$ 60,000	\$ 0
14	4445	2007	TRAILER MOUNT	GENERATOR	Dept. of Public Works	Contractors Equipment	RC	\$ 25,000	\$ 0
Total:								\$835,250	

Schedule Total:	\$835,250
Miscellaneous Property & Equipment:	\$25,000
Ancillary Equipment:	\$210,000
Contractors Equipment Rented From Others:	\$0
Aircraft Limit:	\$0
Inland Marine Total:	\$1,070,250

V. PROPERTY [FIRE] COVERAGE:

Total Blanket Building and Contents Limit	\$ 18,253,474.00
Deductible	\$ 1,000
Per Schedule on File with company	

A. Inflation Guard - 2.5% per quarter

B. Special Municipal Property Endorsement to include:

1. Personal Property off Premises - \$100,000
2. Personal effects of Employees - \$ 1,000 per person
3. Transportation of Property- \$50,000 Limit
4. Underground Pipes, Flues or Drains- \$1,000,000
5. Accounts Receivable- \$250,000
6. Loss of Rents Coverage - \$500,000 per occurrence
7. Extra Expense Coverage - \$500,000 per occurrence
8. Newly Acquired and Constructed Property- \$1,000,000 180 Days
9. DIC Coverage, Flood \$100,000, and Earthquake- \$1,000,000
10. Power Surge Coverage - \$25,000
11. Glass Coverage-\$00 Deductible Glass Breakage
12. Tree Removal - \$500 per tree and \$1,500 annual aggregate on covered losses
13. Damage to property of others caused by falling limbs and/or trees whereby the limb and/or tree caused damage or movement to headstones, marker, etc...
Limit of Coverage: \$5,000 per occurrence
14. Foundations of Machinery- \$250,000
15. 1st Party Sewer and Drain Back Up- \$25,000
16. Pollutant Clean up and Removal- \$10,000

VI. VALUABLE PAPERS AND RECORDS COVERAGE*:

Broad Form Coverage for the reconstruction of valuable papers and records \$ 250,000 year round limit of protection with \$0 deductible.

*** NOTE: Higher limits available upon request.**

Property Schedule

Application: T000020025619

CITY OF BOYNE CITY

▲ Number ▼	▲ Loc.# ▼	▲ Bldg.# ▼	▲ Within 50 ft ▼	▲ Fac Loc.# ▼	▲ Street Address ▼	▲ POK ▼	▲ BC ▼	▲ Bldg. Lim. ▼	▲ Cont. Lim. ▼	▲ Mine Sub ▼	▲ Yr. Built ▼	▲ FAR ▼	▲ BF ▼	▲ Special Ded ▼	▲ Sprinkler ▼	Sq Foot	BoilerVal
38276	1	1	No	0	NORTH LAKE ST SEWAGE PUMP HOUSE	18	2	\$ 399,095	\$ 0	\$ 0	1960	R	901	0	No	0	R
38275	3	1	No	0	28 S. LAKE ST SUNSET PARK CHAMBER OFFIC	10	1	\$ 44,644	\$ 0	\$ 0	1980	R	600	0	No	0	R
38274	4	1	No	0	1050 BOYNE ROAD MAUSOLEUM	11	1	\$ 60,878	\$ 14,837	\$ 0	1965	R	700	0	No	0	R
38281	4	2	No	0	1050 BOYNE ROAD CEMETERY STORAGE	11	1	\$ 19,617	\$ 0	\$ 0	1990	R	401	0	No	0	R
38282	6	1	No	0	115 219 N LAKE HARBOR MASTER	11	1	\$ 64,261	\$ 0	\$ 0	1996	R	609	0	No	0	R
38283	6	2	No	0	115 219 N LAKE RESTROOM BATHOUSE	11	2	\$ 123,788	\$ 0	\$ 0	1996	R	615	0	No	0	R
38229	7	1	No	0	R1401 ADDIS ST RESERVOIR BUILDING	14	2	\$ 393,006	\$ 0	\$ 0	1960	R	900	0	No	0	R
38238	7	2	No	0	R1401 ADDIS ST WELLHOUSE	18	2	\$ 128,522	\$ 0	\$ 0	1960	R	901	0	No	0	R
38254	7	3	No	0	R-1401ADDIS ST NEW WELL HOUSE #5	18	2	\$ 202,929	\$ 0	\$ 0	2005	R	910	0	No	0	R
38262	7	4	No	0	401 ADDIS ST WELLHOUSE	14	2	\$ 191,442	\$ 0	\$ 0	2005	R	910	0	No	0	R
38240	8	1	No	0	1055 LAKESHORE DRIVE LIFT STATION	18	2	\$ 54,114	\$ 0	\$ 0	1960	R	905	0	No	0	R
38279	9	1	No	0	NEW INDUSTRIAL PARK LIFT STATION	18	2	\$ 127,629	\$ 0	\$ 0	2005	R	905	0	No	0	R
38241	10	1	No	0	525 LAKE ST PUBLIC RESTROOMS	11	2	\$ 44,396	\$ 0	\$ 0	1975	R	615	0	No	0	R
38243	12	1	No	0	VETERANS MEMORIAL PARK SHELTER HOUSE	11	2	\$ 161,667	\$ 0	\$ 0	1975	R	614	0	No	0	R
38242	13	1	No	0	490 KUNERT ST AIRPORT HANGER	11	1	\$ 318,599	\$ 0	\$ 0	1975	R	923	0	No	0	R
38256	13	2	No	0	1040 E. MAIN ST AIRPORT HANGER	11	1	\$ 317,922	\$ 0	\$ 0	1975	R	923	0	No	0	R
38255	13	3	No	0	1040 E. MAIN AIRPORT HANGER	11	1	\$ 318,599	\$ 0	\$ 0	1975	R	923	0	No	0	R
38222	13	4	No	0	1040 E. MAIN AIRPORT HANGER A-12	11	1	\$ 311,159	\$ 0	\$ 0	1975	R	923	0	No	0	R
38224	13	5	No	0	1040 E. MAIN AIRPORT HANGER B-1	11	1	\$ 85,908	\$ 0	\$ 0	1975	R	923	0	No	0	R
38225	13	6	No	0	1040 E. MAIN AIRPORT HANGER B-3	11	1	\$ 85,908	\$ 0	\$ 0	1975	R	923	0	No	0	R
38226	13	7	No	0	1040 E. MAIN AIRPORT HANGER B-7	11	1	\$ 85,908	\$ 0	\$ 0	1975	R	923	0	No	0	R
38227	13	8	No	0	1040 E. MAIN AIRPORT HANGER B-11	11	1	\$ 85,908	\$ 0	\$ 0	1975	R	923	0	No	0	R
38228	13	9	No	0	1040 E. MAIN AIRPORT HANGER B-13	11	1	\$ 85,908	\$ 0	\$ 0	1975	R	923	0	No	0	R
38251	13	10	No	0		11	1	\$ 85,908	\$ 0	\$ 0	1975	R	923	0	No	0	R

38223	13	11	No	0	1040 E. MAIN HANGER B-15	11	1	\$ 85,908	\$ 0	\$ 0	1975	R	923	0	No	0	R
38266	13	12	No	0	1040 E. MAIN HANGER B-19	11	1	\$ 85,908	\$ 0	\$ 0	1975	R	923	0	No	0	R
38237	13	13	No	0	1040 E. MAIN HANGER D-1	11	1	\$ 101,592	\$ 0	\$ 0	1975	R	923	0	No	0	R
38269	13	14	No	0	1040 E. MAIN HANGER D-3	11	1	\$ 101,465	\$ 0	\$ 0	1975	R	923	0	No	0	R
38268	13	15	No	0	1048 E. MAIN AIRPORT TERMINAL	10	1	\$ 196,164	\$ 5,843	\$ 0	1975	R	922	0	No	0	R
38263	13	16	No	0	1040 E MAIN STREET HANGER D-13	11	1	\$ 83,877	\$ 0	\$ 0	1960	R	923	0	No	0	R
38252	14	1	No	0	R319 N LAKE CITY GARAGE AND FIRE BARN	15	2	\$ 1,096,493	\$ 151,925	\$ 0	1977	R	925	0	No	0	R
38253	14	2	No	0	R 319 N LAKE STORAGE GARAGE	16	1	\$ 11,501	\$ 0	\$ 0	1985	R	403	0	No	0	R
38236	14	3	No	0	319 LAKE STREET	10	1	\$ 1,954,881	\$ 245,417	\$ 0	1975	R	100	0	No	0	R
38247	15	1	No	0	ROTARY PARK ROTARY BUILDING	11	1	\$ 56,820	\$ 0	\$ 0	1980	R	403	0	No	0	R
38248	16	1	No	0	ROBINSON ROAD SALT STORAGE	16	1	\$ 141,374	\$ 0	\$ 0	1968	R	405	0	No	0	R
38249	16	2	No	0	ROBINSON ROAD EQUIP STORAGE	16	1	\$ 58,850	\$ 0	\$ 0	1980	R	403	0	No	0	R
38250	17	1	No	0	210 FRONT STREET RESTROOMS	11	2	\$ 52,086	\$ 0	\$ 0	1987	R	615	0	No	0	R
38278	18	1	No	0	OLD CITY PARK GAZEBO	11	1	\$ 37,778	\$ 0	\$ 0	1987	R	615	0	No	0	R
38277	19	1	No	0	WILSON ST ICE RINK WARMING HOUSE	11	1	\$ 78,467	\$ 0	\$ 0	1987	R	614	0	No	0	R
38239	19	2	No	0	WILSON STREET STORAGE	11	1	\$ 52,761	\$ 0	\$ 0	1995	R	403	0	No	0	R
38230	20	1	No	0	INDUSTRIAL PARKWAY LIFT STATION	18	3	\$ 140,391	\$ 0	\$ 0	1960	R	905	0	No	0	R
38280	20	2	No	0	INDUSTRIAL PARKWAY LIFT ST 2	18	3	\$ 102,103	\$ 0	\$ 0	2005	R	905	0	No	0	R
38231	21	1	No	0	DIVISION ST 1910 WATER WORKS	14	2	\$ 463,050	\$ 0	\$ 0	1960	R	901	0	No	0	R
38232	21	2	No	0	DIVISION ST WELLHOUSE 2	18	2	\$ 191,442	\$ 0	\$ 0	1960	R	901	0	No	0	R
38233	21	3	No	0	DIVISION ST WELLHOUSE 3	18	2	\$ 191,442	\$ 0	\$ 0	1960	R	901	0	No	0	R
38261	22	1	No	0	52 ADDIS STREET WELL HOUSE 4	14	2	\$ 216,841	\$ 0	\$ 0	2005	R	910	0	No	0	R
38267	22	2	No	0	ADDIS STREET NEW WELL HOUSE 5	18	2	\$ 216,841	\$ 0	\$ 0	2005	R	910	0	No	0	R
38260	23	1	No	0	AVALANCHE PARK RESERVOIR	14	2	\$ 277,337	\$ 0	\$ 0	2005	R	903	0	No	0	R
38244	25	1	No	0	NEW BROCKWAY WATER BOOSTER STATION	18	2	\$ 216,841	\$ 0	\$ 0	2005	R	905	0	No	0	R
38234	26	1	No	0	LAKE ST BOOSTER PUMPHOUSE	18	2	\$ 140,391	\$ 0	\$ 0	1960	R	901	0	No	0	R

▲ Number ▼	▲ Loc.# ▼	▲ Bldg.# ▼	▲ Within 50 ft ▼	▲ Fac Loc.# ▼	▲ Street Address ▼	▲ POK ▼	▲ BC ▼	▲ Bldg. Lim. ▼	▲ Cont. Lim. ▼	▲ Mine Sub ▼	▲ Yr. Built ▼	▲ FAR ▼	▲ BF ▼	▲ Special Ded ▼	▲ Sprinkler ▼	Sq Foot	Boiler Val
38245	28	1	No	0	N LAKEST RESTROOM	11	1	\$ 51,408	\$ 0	\$ 0	2002	R	615	0	No	0	R
38264	29	1	No	0	411 E DIVISION	11	2	\$ 944,449	\$ 31,500	\$ 0	2003	R	600	0	No	0	R
38235	30	1	No	0	1150 BOYNE AVE CONTENTS AMBULANCE	15	1	\$ 0	\$ 5,843	\$ 0	1950	R	303	0	No	0	R
38246	31	1	No	0	WWTP LAB ADMIN 1261 LAGOON DRIVE	14	2	\$ 631,760	\$ 58,433	\$ 0	2005	R	903	0	No	0	R
38265	31	2	No	0	WWTP MAINTENCE GARAGE	16	1	\$ 516,895	\$ 87,649	\$ 0	2005	R	401	0	No	0	R
38259	31	3	No	0	WWTP TERTIARY BUILDING	14	1	\$ 2,456,843	\$ 0	\$ 0	2005	R	903	0	No	0	R
38258	31	4	No	0	WWTP SCREENING BUILDING	14	1	\$ 778,532	\$ 0	\$ 0	2005	R	903	0	No	0	R
38257	31	5	No	0	WWTP BLOWER BUILDING	14	2	\$ 784,914	\$ 0	\$ 0	2005	R	903	0	No	0	R
38273	31	6	No	0	WWTP CHEMICAL FEED BUILDING	14	1	\$ 121,248	\$ 0	\$ 0	2005	R	903	0	No	0	R
38272	32	1	No	0	MAIN PUMP STATION 310 FRONT	14	2	\$ 829,583	\$ 0	\$ 0	2005	R	901	0	No	0	R
38271	33	1	No	0	PARK STREET POLE BARN STORAGE	16	1	\$ 258,447	\$ 0	\$ 0	1950	R	403	0	No	0	R
38270	34	1	No	0	ROTARY PARK CONCESSION	11	2	\$ 127,629	\$ 0	\$ 0	2006	R	612	0	No	0	R
Totals:								\$17,652,027	\$601,447	\$0							
Grand Total:								\$18,253,474									

This application is READ ONLY. It has already been submitted.

Session ID: tt0jfwbeospvtd454bf14c55



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VII. CRIME COVERAGE:

- A. Limit of Coverage - \$100,000 Year Round
- B. "Broad Form" Money & Securities
- C. Inside Coverage:
- D. Outside Coverage:
- E. Money Order and Counterfeit Paper Currency
- F. Depositors' Forgery
- G. Locations to Include:
 - 1. All Officials Homes
 - 2. Place of Employment
 - 3. Banking Facility

VIII: PUBLIC OFFICIAL BONDS*

Treasurer	\$95,000
Clerk	\$95,000

BLANKET BOND \$100,000

NOTE: THE ABOVE BONDS ARE INCLUDED AT NO ADDITIONAL CHARGE

ADDITIONAL POSITIONS AND HIGHER LIMITS AVAILABLE
(Those who collect money or fees should be bonded)

* **NOTE: Higher limits available upon request.**

X. LAW ENFORCEMENT PROFESSIONAL LIABILITY COVERAGE:

Limit of Liability Per Occurrence	\$ 5,000,000
Limit of Liability Per Aggregate	\$ 0
Deductible	\$ 0

- A. PERSONAL INJURY
- B. WRONGFUL ACT
- C. HOT PURSUIT ENDORSEMENT

XI. BUSINESS ELECTRONIC EQUIPMENT COVERAGE:

- A. Combined Media and Extra Expense Coverage - \$ 100,000
- B. Computer Coverage- \$100,000
- C. System Breakdown Coverage Endorsement
 - 1. Mechanical Breakdown; Machinery Breakdown
 - 2. Short Circuit; Blow out; other Electrical Disturbance
 - 3. Electrical or Magnetic Injury

XII. BOILER AND MACHINERY:

- A. Repair or Replacement Coverage Included
- B. Direct Damage Coverage as follows: Unfired Pressure Vessels, Motors and Centrifugal Pumps. Internal Combustion Engines, Generators and
- C. Miscellaneous Electrical Apparatus

Deductible of \$ 1,000 Applies Limits \$ 18,253,474.00
Sewer/Treatment Plant Deductible \$2,500

XIII. VOLUNTEER FIREMEN'S ACCIDENT:

SEE ATTACHED

PREMIUM SUMMARY

I. COMPREHENSIVE MUNICIPAL LIABILITY	INCLUDED
II. FLEET LIABILITY	INCLUDED
III. FLEET (PROPERTY)	INCLUDED
IV. INLAND MARINE	INCLUDED
V. PROPERTY (FIRE)	INCLUDED
VI. VALUABLE PAPERS AND RECORDS	INCLUDED
VII. CRIME	INCLUDED
VIII. BONDS	INCLUDED
IX. WORKERS COMPENSATION	
X. POLICE PROFESSIONAL	INCLUDED
XI. BUSINESS ELECTRONIC EQUIPMENT	INCLUDED
XII. BOILER AND MACHINERY	INCLUDED
XIII. VOLUNTEER FIREMEN'S ACCIDENT	

TOTAL PAR-PLAN ANNUAL PREMIUM: \$ 59,328.00

SEWER BACK INCLUDED IN QUOTATION

\$100,000 PER OCCURRENCE, \$100,000 AGGREGATE,

NOTE: The **MICHIGAN TOWNSHIP PARTICIPATING PLAN** is formed under the enabling legislation of Public Act #138. It is a 'fixed cost, fully reinsured, **non-assessable program**', controlled by the Board of Directors of the Michigan Township Participating Plan.

has decreased about 5% by \$3,023 to an estimated \$59,328. I say estimated because this price will go up or down slightly as we add or subtract equipment or property. It would do this with pretty much any carrier. Much of the change could be attributed to housecleaning we did recently to some of our property lists, another benefit of taking a close look at our policy on a regular basis. The proposed cost now is about 56% of the \$105,259 we paid to the Michigan Municipal League's program the last year we were with them in 2004-2005.

We have been very happy with all the services provided by the MTPP since I first recommended we switch to them in 2005. They continue to provide outstanding service and coverage. They are very easy to work with. Last year we received a grant from the insurance company's risk reduction program in the amount of \$4,700 for the purchase of a computer storage system for our Police Department. In Paul Olson's attached letter he notes we have qualified for their new dividend program, which may reduce our actual annual cost even further.

RECOMMENDATION: That the City Commission authorize the City Manager and the City Clerk/Treasurer to take the steps necessary to renew the City's liability insurance through the Michigan Township Participating Plan for 2014-2015 for an estimated price of \$59,328.

- Options:
- A. Postpone for further review.
 - B. Postpone to seek other quotations.
 - C. Other options as determined by the City Commission



CITY OF BOYNE CITY

MEMO

To: Michael Cain, City Manager *Mc*

From: Barb Brooks, Executive Assistant *(BB)*

Date: October 9, 2014

Subject: Goal Setting Summarized Information

Information from both the Public Input Goal Setting Meeting on January 9th and results from the Online Survey has been previously submitted to the Commission in February and March of this year. At the February meeting Commissioners asked for specifics on results from City residents and at the March meeting the commission requested a more condensed version of the results. All of the information from the input session and online survey are and have been available for review on the City's website. CityofBoyneCity.com - At the top of the page either click on the rotating photo of the goal setting picture (right after leaf pick up) or click on Government then on the left click on "Reports...Community Goals". As a reminder, I have included my original overall summary of the Goal Setting results.

In an attempt to summarize and condense the information, I have provided the following:

- A summary of the grading on how people think the City is progressing on the 2012 goals
- Results from the Jan. 9 Public input meeting - a few new goal suggestions and then all of the goals discussed were ranked in order of importance.
- Results from the online survey - all of the goals presented ranked in order of importance (the column is split to show City resident participants vs. all participants)
- Results showing the combination of the rankings from both the online survey and public input meeting.

By looking at the reports and reading the additional comments and suggestions that people gave (provided in first report to commission and available online), it may provide some insight as to why people responded a certain way or the direction they think the City should be taking. If you would like a printed copy of any of the online materials I will be happy to provide it to you. If you would like to see any other information that has not yet been provided, please let me know in advance of the meeting so I can try to prepare it for you.

Recommendation: That you review the attached and online information and adopt the "Top 10 Goals" to use as a tool for future decision making on projects and funding priorities.

Other Options:

- Adopt other goals that are not in the top 10 or more than 10
- Add goals that are not listed
- Don't adopt any goals
- Postpone the matter for further evaluation

** = top 10 (both lists)	Goals	Combined Percentages
1 **	Attract & Retain family supporting jobs	95.5%
2 **	Promote a high quality, balanced & sustainable community	92.3%
3 **	EMS Sustainability	85.3%
4 **	Encourage Redevelopment / Re-use of sites / structures in town	84.5%
5 **	Maintain Streets & Infrastructure (Improvement/Maintenance programs)	81.5%
6 **	Create more activities / opportunities for kids	79.8%
7 **	Affordable Housing	75.4%
8	Improve City Parks	71.8%
9	Improve Boyne Ave. Entrance into community	67.4%
10	Pedestrian Friendly / Walkable Downtown	66.0%
11	New ways to welcome families / visitors	65.9%
12	Encourage / Develop a Broadband and Wireless Network system	61.5%
13	Improve / Expand City Marina	60.8%
14	Improve City Complex	60.6%
15	Develop & Promote snowmobile and other trails to and through town	59.1%
16	Curbside Recycling	57.6%
17	Increase Technology Training thru Partnerships	57.5%
18	Review Property Assessments	51.8%
19	Community Crisis Support Network	49.2%
20	Become a more Pet Friendly community	44.3%

Goal-Setting Survey for the City of Boyne City 2014

Following is the list of challenges and opportunities that emerged from the 2012 community meeting. Please review the list and grade us based on the amount of progress we have made or programs implemented to address these goals. A = making good progress...to F = no discussions and/or accomplishments have taken place. Response count is how many people answered the question online. At the meeting, all 45 participants responded to each question.

	1/9/2014	A = 1	B = 2	C = 3	D = 4	F = 5	Online Average	Response Count	Mtg. Average (45 responses)		
Family-supporting jobs - attract & retain		14	60	56	23	10	2.72	C+	163	1.95	B
Encourage and/or develop Broadband/Wireless(WiFi) network system		18	49	56	23	9	2.72	C+	155	1.86	B+
Improve Boyne Ave. entrance to community		13	41	58	37	15	3.00	C	164	2.21	B
Maintain street/infrastructure improvement & maintenance programs		51	76	30	6	3	2.00	B	166	2.33	B-
Encourage development or redevelopment of specific structures & building sites		32	68	49	12	6	2.35	B	167	2.05	B
Improve city complex / facilities		14	64	56	12	16	2.70	B-	162	2.86	C+
Ensure EMS sustainability - funding		25	61	44	8	6	2.37	B	144	1.45	A-
Improve city parks		37	76	46	6	4	2.20	B	169	2.02	B
Increase technology training through partnerships		10	60	62	13	5	2.62	B-	150	2.2	B
Property assessments (address gap between assessment & market value)		7	42	66	23	15	2.98	C	153	2.14	B
Become a more pet-friendly community		20	67	58	11	4	2.45	B-	160	4.15	D
Offer curbside recycling		11	22	53	35	34	3.38	C	155	0	*
Rebuild / expand City Marina		19	55	56	21	13	2.72	B-	164	3.38	C-
Develop and promote snowmobile and other trails to and through the community		16	41	52	36	15	2.96	C+	160	3.37	C-
Promote a high quality, balanced and sustainable community		48	74	39	6	1	2.04	B	168	2.62	B-

2014 Goal Setting Overall Summary

Meeting Jan. 9

- 45 attendees (mix of citizens, commissioners & staff)
- 34 City residents, 5 adjacent twp. residents and 5 were from somewhere else
- 12 people participated for the first time & 33 participated in the past
- City was graded A – F scale on progression of 2012 goals (attached)
- 2012 plus any additional goals were ranked

Survey (as of 2/13)

- 380 people accessed the survey
- 174 people completed the survey
- 89 people were city residents, 50 adjacent twp. and 36 from somewhere else
- Paper versions were distributed at the Chamber, Senior Center, Litzenger Place, Library and at City Hall
- 3 people completed a paper version of survey
- Participants asked to grade past goals (same as mtg. however participants didn't have the same ability to ask questions or hear city manager's report prior to grading)
- Participants indicated whether 2012 goals plus a few new suggested goals were a high or low priority or if they should be removed from the list.
- Participants were asked if they had any other suggestions, general comments or questions

2014 Community Wide Goal Setting

January 9, 2014 Public Input Meeting

Ranking from 2012 chart * = new idea/goal	Goal	Priority Ranking scale 1(<i>low</i>) - 5(<i>high</i>) Range from 2.7 to 4.82	
1	Attract & Retain family supporting jobs	1/2	4.82
19 *	Affordable Housing	1/2	4.82
10	Improve City Parks	3	4.77
2	Promote a high quality, balanced & sustainable community	4	4.62
3	Encourage Redevelopment / Re-use of sites / structures in town	5	4.58
5	EMS Sustainability	6	4.40
11	Improve Boyne Ave. Entrance into community	7	4.38
13	Improve City Complex	8	4.36
20 *	Create more activities / opportunities for kids	9	4.35
7	Maintain Streets & Infrastructure (Improvement/Maintenance programs)	10/11	4.30
4	Improve / Expand City Marina	10/11	4.30
18 *	Pedestrian Friendly / Walkable Downtown	12	4.18
14	Develop & Promote snowmobile and other trails to and through town	13	4.13
9	Increase Technology Training thru Partnerships	14	4.0
6	Encourage / Develop a Broadband and Wireless Network system	15	3.74
16 *	New ways to welcome families / visitors	16	3.70
12	Curbside Recycling	17	3.20
17 *	Community Crisis Support Network	18	2.85
15	Become a more Pet Friendly community	19	2.79
8	Review Property Assessments	20	2.70

2014 Community Wide Goal Setting

Online Survey

Ranking from 2012 chart * = new idea/goal	Goal	Priority Ranking		Ranking All survey Participants
		City Resident Participants		
1	Attract & Retain family supporting jobs	1	95.2%	94.6%
2	Promote a high quality, balanced & sustainable community	2	89.3%	92.2%
5	EMS Sustainability	3	86.3%	82.6%
7	Maintain Streets & Infrastructure (Improvement/Maintenance programs	4	80.2%	77.0%
3	Encourage Redevelopment / Re-use of sites / structures in town	5	79.3%	77.4%
20 *	Create more activities / opportunities for kids	6	76.5%	72.5%
16 *	New ways to welcome families / visitors	7	60.5%	57.7%
19 *	Affordable Housing	8	60.0%	54.3%
12	Curbside Recycling	9	58.3%	51.2%
8	Review Property Assessments	10	53.8%	49.7%
10	Improve City Parks	11	51.9%	48.1%
11	Improve Boyne Ave. Entrance into community	12	48.1%	47.2%
18 *	Pedestrian Friendly / Walkable Downtown	13	46.8%	48.4%
17 *	Community Crisis Support Network	14	44.7%	41.4%
6	Encourage / Develop a Broadband and Wireless Network system	15	43.8%	48.1%
13	Improve City Complex	16	35.4%	34.0%
9	Increase Technology Training thru Partnerships	17	35.1%	34.9%
4	Improve / Expand City Marina	18	29.6%	35.6%
14	Develop & Promote snowmobile and other trails to and through town	19	28.2%	35.6%
15	Become a more Pet Friendly community	20	12.3%	32.7%



BOYNE CITY FIRE DEPARTMENT

319 North Lake Street
Boyne City, Michigan 49712

Phone: 231-582-3642

October 6, 2014

Michael Cain, Manager
City of Boyne City
319 North Lake Street
Boyne City, MI 49712

RE: Prospective Sale of 1993 Pumper Truck

Mr. Cain:

As you are aware, the fire department has been actively searching for a buyer for our 1993 pumper truck that is being replaced this year. We have utilized Firetec Used Apparatus Sales since this spring to assist us with advertising and exposing the truck to potential buyers. Although we have had numerous inquiries, we have only had two serious offers and, of those two offers, only one worth considering.

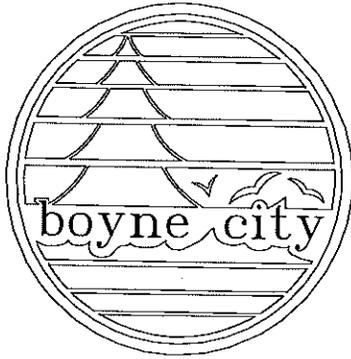
Sherman Township Fire Department, a Michigan volunteer service in the Upper Peninsula's Keweenaw County, has made a reasonable offer and it is my recommendation that the city accepts it. The offer on the table is \$30,000 (less a 10% broker fee). The second offer received came in from a private individual at \$25,000 minus 10%.

We feel that the Sherman Township offer, based on knowledge of used truck sales, is reasonable and we can rest assured it is going to a department that is most definitely in need of a good, used fire truck. With that, again, I fully recommend the city accepts the offer and transfers title to Sherman Township.

Respectfully Submitted,

Dennis Amesbury, Fire Chief
Boyne City Fire Department

OK-mc
2



CITY OF BOYNE CITY *MEMO*

To: **Michael Cain, City Manager**

From: **Barb Brooks, Executive Assistant**

Date: **October 9, 2014**

Subject: **Computer Replacements**

Handwritten initials "BB" inside a hand-drawn circle.

The City has not followed a regular replacement schedule of computer work station replacements which is generally for most offices a three year rotation. We have replaced computers on a as need or necessary basis, this way computers are not being replaced just because their three years is up and there has to be justification to any upgrade or replacement. Planned computer updates for this year are for the Clerk/Treasurer Cindy Grice, Deputy Treasurer Michele Hewitt and Planner Scott McPherson.

Cindy's and Michele's computers were purchased in 2009 and are Quad 4 processors and running Windows XP. Due to the software demands of BS&A (taxes, payroll, utility billing & financials) and all of the online reporting, it is beneficial to upgrade with computers running Windows 7 or higher, have a faster processor and more memory. Their current computers will be returned to factory settings and used in other departments of the City.

Scott's computer was purchased in 2012 and has an i7 processor and is running Windows 7; however it does not have all of the specifications needed to be able to handle some of the GIS and software proposed in the SAW grant that the City is in line for. If we purchase a computer now and it meets the specs listed in the SAW grant, the City can turn it in as a reimbursable expense at the time the grant is implemented. The assistant planner computer is the one that really needs to be replaced as that one dates back to approximately 2007. This computer will be replaced by the computer that Scott is currently using and has the capabilities to run our current GIS software. By doing this, it is a way to basically get a new computer at very little cost assuming the SAW grant goes as planned.

I did some online comparisons and feel that these are good prices and there were funds budgeted for computer hardware and software purchases and upgrades. Because we tend to keep computers on an average of five years instead of three, I believe it makes sense to go with the i7's instead of the i5 option and get the suggested upgrades.

Recommendation: To authorize City staff to purchase three new computers at a cost not to exceed \$4,816

2014 Planner Workstation Options - Rev. 2

October 3, 2014

PREPARED BY:

PREPARED FOR:

CONTACT **Mark Corbiser**
 COMPANY **Marcor Technologies, LLC**
 ADDRESS **P.O. Box 1671**
 CITY ST ZIP **Gaylord, MI**
 PHONE **989-731-2646**
 EMAIL **mwcorbiser@marcortech.com**

CONTACT **Barb Brooks**
 COMPANY **City of Boyne City**
 ADDRESS **319 North Lake St.**
 CITY ST ZIP **Boyne City, MI 49712**
 PHONE **231-582-6597**
 EMAIL **bbrooks@boynecity.com**

ITEMS IN QUOTE

	Qty	Unit Price	Total Price
i7 Workstation			
ThinkStation® P300 Workstation - 30AH Intel Xeon E3-1271 v3 Processor (4 cores / 3.6GHz, 1600MHz, 8MB cache) 8GB 1600MHz DDR3 UDIMM non-ECC Memory (32GB Max) 1TB SATA-600 7200 RPM Hybrid Hard Drive Super Multi-Burner DL DVD±RW SATA 1.5Gb/s Drive NVIDIA Quadro K4000 3GB Single DVI & Dual DisplayPort Adapter High Definition (HD) Audio, Realtek® ALC662 codec Gigabit Ethernet NIC, Intel I217LM Windows 8.1 Professional 64-bit downgraded to Microsoft Windows 7 Professional 64-bit 3 year warranty (on-site) Tower Case	1	\$ 1,750.00	\$ 1,750.00
Options			
ThinkStation 128GB SATA 2.5 Solid State Drive	1	\$ 145.00	\$ 145.00
2TB SATA-600 7200 RPM Hard Drive	1	\$ 135.00	\$ 135.00
8GB 1600MHz DDR3 UDIMM non-ECC Memory	1	\$ 120.00	\$ 120.00
Total		\$	2,150.00

27" Monitor Options for Planner Workstation

October 9, 2014

PREPARED BY:

PREPARED FOR:

CONTACT **Mark Corbiser**
COMPANY **Marcor Technologies, LLC**
ADDRESS **P.O. Box 1671**
CITY ST ZIP **Gaylord, MI**
PHONE **989-731-2646**
EMAIL **mwcorbiser@marcortech.com**

CONTACT **Barb Brooks**
COMPANY **City of Boyne City**
ADDRESS **319 North Lake St.**
CITY ST ZIP **Boyne City, MI 49712**
PHONE **231-582-6597**
EMAIL **bbrooks@boynecity.com**

ITEMS IN QUOTE

	Qty	Unit Price	Total Price
Planar PLL2770W - 27" LED monitor - 1920 x 1080 - 250 cd/m2 - 1000:1 - DVI-D, VGA - with 3-Yr Warr.	1	\$ 230.00	\$ 230.00
ASUS VE278Q - LCD monitor - 27" - 1920 x 1080 FullHD - 300 cd/m2 - 10000000:1 (dynamic) - 2 ms - HDMI, DVI-D, VGA, DisplayPort	1	\$ 270.00	\$ 270.00

2014 Workstation and Laptop Options - Rev. 2

October 3, 2014

PREPARED BY:

PREPARED FOR:

CONTACT Mark Corbiser
 COMPANY **Marcor Technologies, LLC**
 ADDRESS P.O. Box 1671
 CITY ST ZIP Gaylord, MI
 PHONE 989-731-2646
 EMAIL mwcorbiser@marcortech.com

CONTACT Barb Brooks
 COMPANY **City of Boyne City**
 ADDRESS 319 North Lake St.
 CITY ST ZIP Boyne City, MI 49712
 PHONE 231-582-6597
 EMAIL bbrooks@boynecity.com

ITEMS IN QUOTE

i5 Workstation	Qty	Unit Price	Total Price
ThinkCentre® M73 Workstation - 10B6 Intel Core i5-4570 Processor (4 cores / 4 threads, 3.2GHz, 6MB cache) 4GB PC3-12800 1600MHz DDR3 Memory (16GB Max) 500 GB SATA-600 7200 RPM Hard Drive Super Multi-Burner DL DVD±RW SATA 1.5Gb/s Drive Intel HD Graphics 4600 in processor High Definition (HD) Audio, Realtek® ALC662 codec Gigabit Ethernet NIC Windows 8 Professional 64-bit downgraded to Microsoft Windows 7 Professional 64-bit 3 year warranty (on-site) Small Form Factor Case	1	\$ 600.00	\$ 600.00

i7 Workstation	Qty	Unit Price	Total Price
ThinkCentre® M93p Workstation - 10A9 Intel Core i7-4770 Processor (4 cores / 8 threads, 3.4GHz, 8MB cache) 4GB PC3-12800 1600MHz DDR3 Memory (32GB Max) 1TB SATA-600 7200 RPM Hard Drive Super Multi-Burner DL DVD±RW SATA 1.5Gb/s Drive Intel HD Graphics 4600 in processor High Definition (HD) Audio, Realtek® ALC662 codec Gigabit Ethernet NIC Windows 8 Professional 64-bit downgraded to Microsoft Windows 7 Professional 64-bit 3 year warranty (on-site) Small Form Factor Case	1	\$ 810.00	\$ 810.00

i5 Laptop	Qty	Unit Price	Total Price
ThinkPad® E540 Laptop - 20C6 Intel Core i5-4200M Processor (2 cores, 2.5GHz, 3MB cache) 15.6" (396mm) HD (1366x768), anti-glare monitor 4GB PC3-12800 1600MHz DDR3 Memory (16GB Max) 500GB SATA-300 7200 RPM Hard Drive Super Multi-Burner DL DVD±RW SATA 1.5Gb/s Drive Intel HD Graphics 4600 in processor High Definition (HD) Audio, Realtek® ALC662 codec Realtek® RTL8111GUS Gigabit Network Connection Bluetooth 4.0 wireless 4-in-1 reader (MMC, SD, SDHC, SDXC) Windows 8 Professional 64-bit downgraded to Microsoft Windows 7 Professional 64-bit 1 year warranty (depot)	1	\$ 690.00	\$ 690.00

i7 Laptop	Qty	Unit Price	Total Price
Lenovo ThinkPad Edge E540 20C6 Intel Core i7-4702MQ processor (4 cores, 2.20GHz, 6MB cache) 15.6" (396mm) HD (1366x768), anti-glare monitor 4GB PC3-12800 1600MHz DDR3 Memory (16GB Max) 500GB SATA-300 7200 RPM Hard Drive Super Multi-Burner DL DVD±RW SATA 1.5Gb/s Drive Intel HD Graphics 4600 in processor High Definition (HD) Audio, Realtek® ALC662 codec Realtek® RTL8111GUS Gigabit Network Connection Bluetooth 4.0 wireless 4-in-1 reader (MMC, SD, SDHC, SDXC) Windows 8 Professional 64-bit downgraded to Microsoft Windows 7 Professional 64-bit 1 year warranty (depot)	1	\$ 785.00	\$ 785.00

Optional Items

Lenovo 4GB DDR3 1600 (PC3 12800) UDIMM Memory for Workstations	1	\$	60.00	\$	60.00
Lenovo Ultralim Plus Wireless Keyboard and Mouse	1	\$	45.00	\$	45.00
Lenovo 4GB DDR3L 1600 (PC3 12800) SODIMM Memory for Laptops	1	\$	60.00	\$	60.00
1YR Depot to 3YR Depot Warranty upgrade for laptop	1	\$	90.00	\$	90.00
ThinkPad OneLink Pro Dock	1	\$	170.00	\$	170.00

MEMORANDUM

TO: MICHAEL CAIN; CITY MANAGER 

FROM: ANDREW KOVOLSKI; PUBLIC WORKS SUPERINTENDENT 

DATE: 10/10/2014

RE: CAT 120 ROAD GRADER

As you are aware the Cat 120 Grader owned by the City has not been functional for 2 years. This piece of equipment was purchased used in the mid 1980's from the Army Surplus Depot that was formerly located in Cadillac. "These purchases were on an as where is basis". Because it was a direct purchase by the City and not a donation by the Federal Government there is not a requirement for us to notify them of any changes in its status.

The main issue is the Diesel Engine has seized-up; which was most likely caused by water leakage into the cylinders. The last time we had it running the rear brakes failed, it was making a lot of black smoke and had a noticeable miss. With a Diesel engine this typically means there is a problem with the fuel injection system. At this point I do not feel this machine is worth spending any money on and we should dispose of it. Given the condition it is in I do not feel there is a market out there for it. I would recommend that we sell this machine for scrap. There are a few metal recycling companies in the area who may be interested in it for scrap purposes.

RECCOMENDATION:

It is my recommendation that the City Commission authorize the City Manager to direct staff to solicit bids from area metal recycling companies and sell the Cat 120 Road grader to the highest bidder.

OPTIONS:

1. That the matter be postponed for additional information or consideration
2. That this matter be approved subject to some revision
3. Other options as determined by the City Commission

MEMORANDUM

TO: MICHAEL CAIN; CITY MANAGER *Mc*

FROM: ANDREW KOVOLSKI; PUBLIC WORKS SUPERINTENDENT *AK*

DATE: 10/10/2014

RE: CRACK SEAL BIDS

Bids were advertised and received for this year's Crack Sealing project. Bid packages were also sent to Applied Pavement Marking of Harbor Springs; Scodeller Contracting of Wixom and Fahrner Asphalt Sealers of Bay City.

Bids were received and read from one contractor on September 25, 2014. The Bid was received from Applied Pavement Marking. Scodeller Contracting and Fahrner Asphalt Sealers did not submit a bid. Following is a breakdown of the bid pricing:

CONTRACTOR	QUANTITY	UNIT PRICE	TOTAL
Applied Pavement Maintenance	3.44 miles	\$3,604.00	\$12,397.76

Applied Pavement Maintenance has been the low bidder for this work for the last 4 years and have done an excellent job for us. Attached to this memorandum is a copy of their bid submittal and a map showing the areas where this work will be performed

RECCOMENDATION:

It is my recommendation that the City Commission award the contract for Overband Crack Sealing to Applied Pavement Maintenance for the amount of \$12,397.76 and authorize the City Manager to sign the required documents. Funds for this work have been allocated in the Street Department Budget.

OPTIONS:

1. That the matter be postponed for additional information or consideration
2. That this matter be approved subject to some revision
3. Other options as determined by the City Commission

Company: APM

Address: 3104 Van Rd HANCOK SPRING, MI 49740

Phone: 231-524-5835

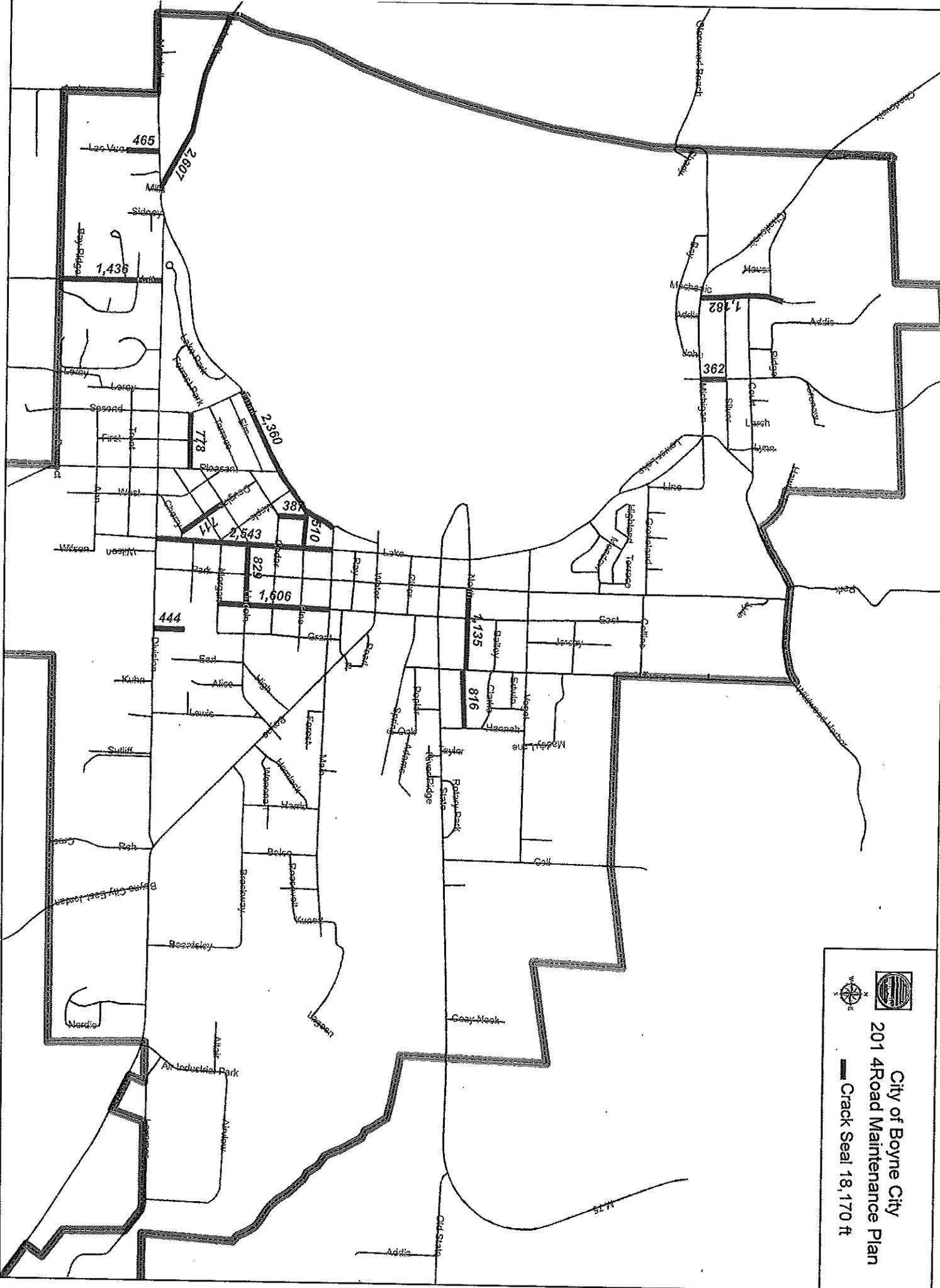
Authorized Agent: Mike Hagner

Signature: Michael R Hagner

Title: President

Date: 8/24/14

LOCATION	QUANTITY	UNIT PRICE	TOTAL PRICE
City of Boyne City	<u>3.44</u> Roadbed Miles	<u>\$3604⁰⁰</u>	<u>\$12,397⁷⁶</u>





City of Boyne City

2014 Road Maintenance Plan

 Crack Seal 18, 170 ft

October 2014

October 2014							November 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
		October 1 8:00am Farmers Market	2 8:30am Main Street Board mtg. 6:00pm Parks & Rec	3	4 8:00am Farmers Market
					5
6	7 5:00pm ZBA	8 8:00am Farmers Market	9	10	11 8:00am Farmers Market
					12
13 1:30pm Main Street Manager Interviews	14 7:00pm City Commission	15 Marina Closes 8:00am Farmers Market	16	17	18 8:00am Farmers Market
					19
20 5:00pm Planning Commission	21 6:00pm Facilities Work Session	22 8:00am Farmers Market	23 10:30am Main Street 5:30pm Airport Advisory Board 7:00pm Public Input Session - Preliminary Master Plan	24	25 8:00am Farmers Market
					26
27	28 12:00pm City Commission	29 8:00am Farmers Market	30	31 5:00pm Spook House 5:00pm Trick or Treat	

November 2014

November 2014							December 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					November 1 8:00am Farmers Market 9:00am City Hall open for Absentee Ballots
					2
3	4	5	6	7	8
	Election Day 5:00pm ZBA	8:00am Farmers Market	8:30am Main Street Board mtg. 6:00pm Parks & Rec		8:00am Farmers Market
					9
10	11	12	13	14	15
12:00pm EDC/LDFA	11:00am Veterans Day Ceremony 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	City Offices Closed Thanksgiving 2:30pm Thanksgiving Dinner (Eagles Hall) 5:30pm Airport Advisory Board	City Offices Closed 5:00pm Holiday Open House 6:00pm Santa Parade	8:00am Farmers Market
					30