

AGENDA
ISHPEMING CITY COUNCIL REGULAR MEETING
Wednesday, January 9, 2019, at 7:00 p.m.
Ishpeming City Hall Conference Room, 100 E. Division Street, Ishpeming MI
City Hall Telephone Number: (906) 485-1091

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment *(limit 5 minutes per person)*
5. Approval of Agenda
6. Agenda Comment *(limit 3 minutes per person)*
7. Consent Agenda
 - a. Minutes of Previous Meeting (December 5th)
 - b. Approval of Disbursements
 - c. Confirm Letters of Agreement with AFSCME and POAM – Health Care
 - d. Declare as surplus at the Library - 1 double-sided bookcase
 - e. Confirm Payment to UPSET - \$10,000
 - f. Confirm Payment to Commission on Aging - \$9,000
 - g. Special Event Application: Noquemanon Ski Marathon: January 26, 2019
 - h. Special Event Application: Wildcat Invitational Ski Races: February 1, 2, 3, 2019
8. Monthly Financial Statement Report
9. Designate Publishing Organ for 2019 – Mining Journal
10. Designate Bank Depositories for 2019 – m-Bank, Flagstar, TruNorth, First Bank, Comerica, and Charles Schwab
11. Vacate alley between lots 408 and 412 South Fourth Street
12. Rural Development Water Improvement Project
 - a. Rural Development Draw #15
 - b. Pay Application #13 for Contract III
13. Second Reading of Amendment to Ordinance #11-600, Regulating the Ishpeming Cemetery
14. First Reading of Amendment to Ordinance #4-400, Disposal of Solid Waste
15. First Reading of Amendment to Ordinance #3-1200, Regulating Second Hand Dealers and Junk Dealers
16. First Reading of Amendment to Ordinance #3-900, Registration of Dealers in Precious Metals
17. First Reading of New Ordinance #10-500, Regulating Fowl and Other Animals in City Limits
18. Resolution 1-2019, MDOT Performance Resolution for Governmental Agencies for Annual Permit
19. Revisions to the 2019 Fee Schedule
20. Confirm Chain of Command in absence of City Manager
21. Adopt Council Rules and Procedures Policy #601
22. Special Council Meeting on January 15, 2019 at 8:30 a.m. for Zoning Ordinance Review and Sustainability
23. Old Business
24. New Business
25. Mayor and Council Reports
26. Manager's Report
27. Attorney's Report
28. Adjournment

Mark Slown
City Manager

7d



Ishpeming Carnegie Public Library

317 N. Main Street, Ishpeming, MI 49849 906.486.4381 ishpeminglibrary.info

MEMO

TO: Mark Slown, City Manager
FROM: Jesse Shirtz, Library Director
DATE: 18 Dec 2018
RE: Item to be declared surplus

The Library has 1 double-sided white bookcase to be declared surplus property.

Thank you,

Jesse Shirtz

79

CITY OF ISHPEMING
Policy #406
DEC 05 2018

RECEIVED

2019
CITY OF ISHPEMING

SPECIAL EVENT APPLICATION

Please complete this application and return it to the City Manager's Office at least 45 calendar days prior to the starting date of the event.

Organization's
Name NOQUEMANON SKI MARATHON-NIN Phone 906.235.6767
Organization Address PO Box 746 MARQUETTE MI
Organization's Agent NICOLE DEWAUD SWENSON Phone 906.869.4054
Agent's Title RACE COORDINATOR
Agent's Address PO. Box 746, MQT
Event Name NOQUEMANON SKI MARATHON
Event purpose SKI RACE + HOSTING 1500+ SKIERS
& SNOWMOBILES
Event Dates JANUARY 26th 2019
Event Times 8am - 11:00am
Event Location BIRCHVIEW SCHOOL/AQUANA

1. Type of Event:

- ☐ City Operated Event ☒ Co-Sponsored Event
☐ Other Non-Profit Event ☐ Other For-Profit Event
☐ Political or Ballot Issue Event

PLEASE EMAIL

NOQUEMANONINFO@GMAIL.COM
W/ ANY QUESTIONS
7/21/2015

2. Annual Event: Is this event expected to occur next year? ☒ [YES] ☐ [NO]

If yes, you can reserve a date for next year with this application. To reserve dates for next year, please provide the following information:

Normal Event Schedule _____

Next year's Specific Dates: _____

3. An Event Map ☒ [Is] ☐ [Is Not] attached. If your event will use streets and/or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also please show any streets or parking lots that you are requesting to be blocked off.

4. Vendors: Food Concessions? ☐ [Yes] ☐ [No] Other vendors? ☐ [Yes] ☐ [No]

5. Event signs: Will this event include the use of signs? ☒ [Yes] ☐ [No]

6. Other Requests: _____

7. CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:

- a. A certificate of Insurance must be provided which names the City of Ishpeming as an additional named insured party on the policy.
- b. Event organizers and participants will be required to sign Indemnification Agreement forms.
- c. All food vendors must be approved by the Marquette County Health Department and each food vendor must provide the City with a Certificate of Insurance which names the City as an additional named insured on the policy.
- d. All liquor vendors must obtain a liquor license for the event which must be approved by the Michigan Liquor Control Commission and must provide the City with a Certificate of Insurance which names the City as an additional named insured on the policy.
- e. The approval of this special event may include additional requirements based on the City's review of this application in accordance with the City's Special Event Policy. The event will be operated in conformance with the written confirmation of approval.
- f. The organization will provide a security deposit for the estimated fees as may be required by the City and will promptly pay any billing for City services which may be rendered.

As the duly authorized agent of the organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the City's Special Event Policy, the terms of the Written Confirmation of Approval, and all other City requirements, ordinance and other laws which apply to this Special Event.

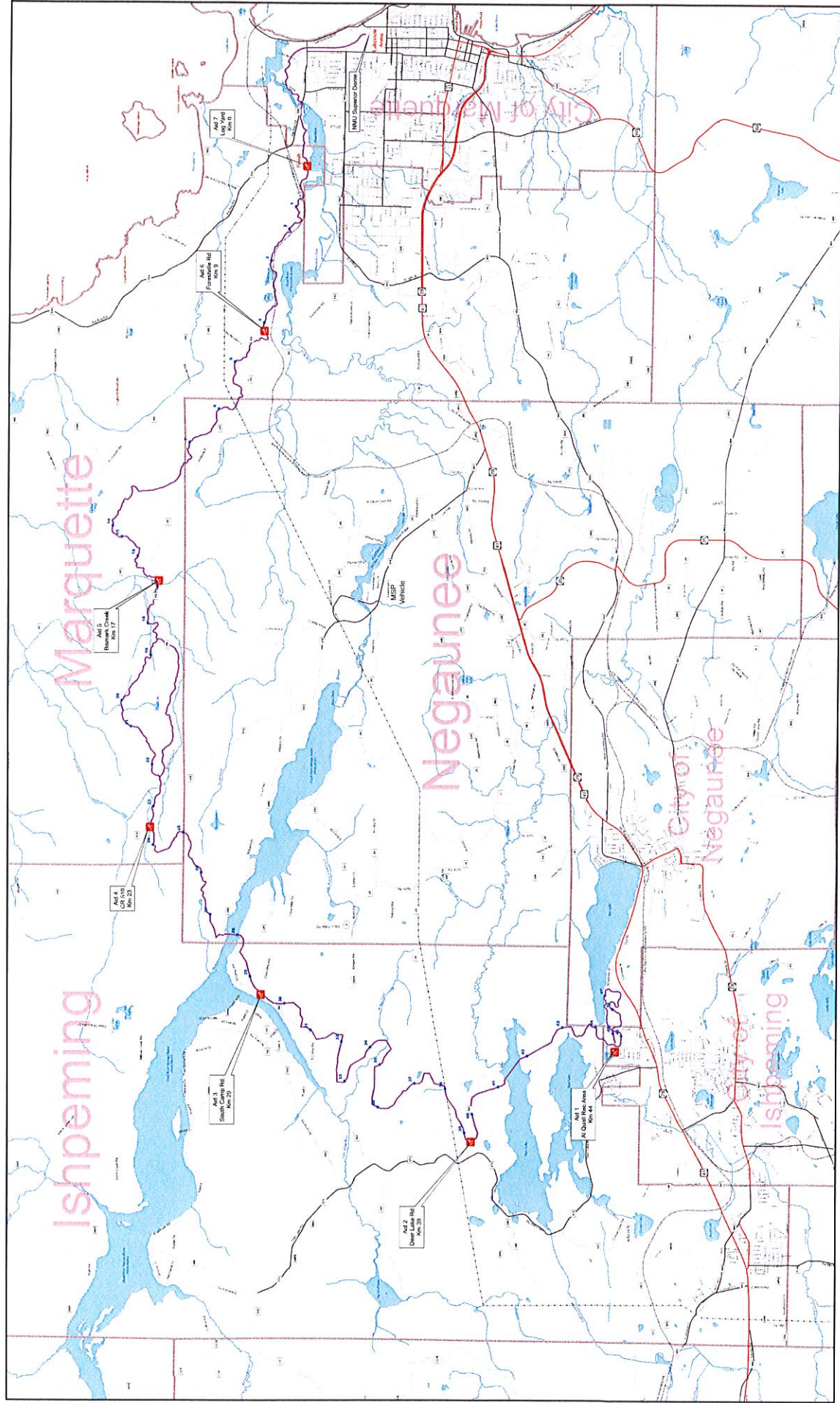
Date

Signature of Organization's Agent

Return this Application at least forty-five (45) days prior to the first day of the event to:

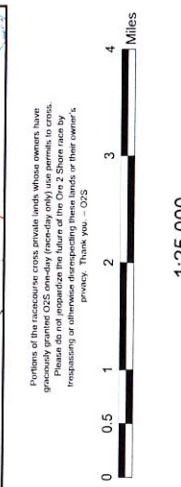
City Manager's Office
City Hall
E. Division Street
Ishpeming, Michigan 49849

Noquemanon Race Course



Legend

- Noquemanon Course
- Hard Rock Course (On to Shore)
- Soft Rock Course (On to Shore)
- Shore Rock Course 10 m (On to Shore)
- Map Markers (On to Shore)
- Gates (On to Shore)
- Road Crossings (On to Shore)
- Ad Stations (On to Shore)
- Ad Stations (Noquemanon)
- Ad Stations (On to Shore)
- Power Line
- Highways
- Primary Roads
- Secondary Roads
- Active Railroads
- Abandoned Railroads
- Rivers
- Lakes
- Political Townships



Not intended for legal use
Not responsible for any errors or omissions
2018 Marquette County Equalization Department

Exhibit B**INDEMNIFICATION AND INSURANCE AGREEMENT**

The NTN - NORMANSON agree(s) to defend, indemnify and hold harmless the City of Ishpeming, from any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from the Event by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of the City of Ishpeming or by third parties, or by the agents, servants, employees or factors of any of them.

It is further understood and agreed that the City of Ishpeming, including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers shall be an Additional insured on the organization's liability insurance policy. It is further understood and agreed that by naming the City of Ishpeming as an additional insured, coverage afforded is considered to be primary and any other insurance the City of Ishpeming may have in effect shall be considered secondary and/or excess.

It is further understood and agreed that the organization's liability insurance policy shall be Comprehensive General Liability including contractual coverage with limits in an amount of at least One Million (\$1,000,000) Dollars per occurrence, One Million (\$1,000,000) Dollars aggregate bodily injury and One Million (\$1,000,000) Dollars aggregate property damage or One Million (\$1,000,000) Dollars Combined Single Limit.

It is further understood and agreed that the Certificate of Insurance shall be delivered to the City of Ishpeming, Office of the City Manager, at least forty-five (45) days prior to the scheduled event. In the event that the organization fails to comply with this requirement, the City of Ishpeming will take reasonable steps as may be necessary to advise the organization and the general public that the event will not occur.

Signature: _____

Date: _____

Witness: _____

7/21/2015

7h

Policy #406

CITY OF ISHPERING

SPECIAL EVENT APPLICATION

Please complete this application and return it to the City Manager's Office at least 45 calendar days prior to the starting date of the event.

Organization's NMU ATHLETICS.
Name STEN FJELDHEIM / NMU Phone 906-458-0459

Organization Address 1401 Presque Isle AVE, Mgt. MI 49855

Organization's Agent Sten Fjeldheim Phone 906-458-0459

Agent's Title Head Ski Coach

Agent's Address 800 S. State Hwy M. 553

Event Name WILD CAT INVITATIONAL SKI RACES

Event purpose SKI RACES

Event Dates Feb 1+2+3 (2/1 Friday course inspection - 2/2+2/3)
RACES

Event Times 9:00 AM + 11:00 AM

Event Location ALQUAAL SKI TRAIL

1. Type of Event:

☐ City Operated Event ☐ Co-Sponsored Event

☐ Other Non-Profit Event ☒ Other For-Profit Event

☐ Political or Ballot Issue Event

ALL proceeds will be,
paid to city of Ishpeming
to be used @ ALQUAAL
(I hope i')

7/21/2015

2. Annual Event: Is this event expected to occur next year? ☒ [YES] ☐ [NO]

If yes, you can reserve a date for next year with this application. To reserve dates for next year, please provide the following information:

Normal Event Schedule Weekend races + Friday course inspection

Next year's Specific Dates: TBD

3. An Event Map [Is] ☐ [Is Not] ☐ attached. If your event will use streets and/or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also please show any streets or parking lots that you are requesting to be blocked off.

4. Vendors: Food Concessions? [Yes] ☒ [No] Other vendors? [Yes] ☐ [No]

5. Event signs: Will this event include the use of signs? ☒ [Yes] ☐ [No] *we have the course signs + we also place them on the course*

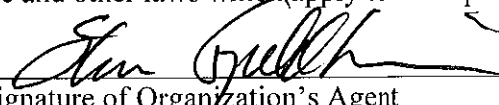
6. Other Requests: We normally rent the Log
bathroom Building, the gazibo w/ walls, the old Al Quaal Lodge
on 2/1 - 2/2 + 2/3

7. CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that:

- a. A certificate of Insurance must be provided which names the City of Ishpeming as an additional named insured party on the policy.
- b. Event organizers and participants will be required to sign Indemnification Agreement forms.
- c. All food vendors must be approved by the Marquette County Health Department and each food vendor must provide the City with a Certificate of Insurance which names the City as an additional named insured on the policy.
- d. All liquor vendors must obtain a liquor license for the event which must be approved by the Michigan Liquor Control Commission and must provide the City with a Certificate of Insurance which names the City as an additional named insured on the policy.
- e. The approval of this special event may include additional requirements based on the City's review of this application in accordance with the City's Special Event Policy. The event will be operated in conformance with the written confirmation of approval.
- f. The organization will provide a security deposit for the estimated fees as may be required by the City and will promptly pay any billing for City services which may be rendered.

As the duly authorized agent of the organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the City's Special Event Policy, the terms of the Written Confirmation of Approval, and all other City requirements, ordinance and other laws which apply to this Special Event.

12/12/2018
Date


Signature of Organization's Agent

Return this Application at least forty-five (45) days prior to the first day of the event to:

City Manager's Office
City Hall
E. Division Street
Ishpeming, Michigan 49849

*I will work out details with
Carl Peterson + Tim Delangelo (graoner)*

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>CLAIM ON CASH</u>					
101-000-009-000	CLAIM ON CASH	1,140,802.40 (110,601.91)	1,030,200.49	
202-000-009-000	CLAIM ON CASH	279,500.24	76,381.60	355,881.84	
203-000-009-000	CLAIM ON CASH	280,360.26	27,968.27	308,328.53	
206-000-009-000	CLAIM ON CASH	21,591.94 (495.24)	21,096.70	
211-000-009-000	CLAIM ON CASH	224,912.96	0.00	224,912.96	
220-000-009-000	CLAIM ON CASH	(40,166.93)	0.00 (40,166.93)	
226-000-009-000	CLAIM ON CASH	196,491.65 (2,046.47)	194,445.18	
247-000-009-000	CLAIM ON CASH	(4,425.00) (13,709.37) (18,134.37)	
248-000-009-000	CLAIM ON CASH	185,819.02	54.25	185,873.27	
268-000-009-000	CLAIM ON CASH	42,170.70	3,148.84	45,319.54	
271-000-009-000	CLAIM ON CASH	(2,762.34)	0.00 (2,762.34)	
401-000-009-000	CLAIM ON CASH	465,065.81 (21,687.64)	443,378.17	
590-000-009-000	CLAIM ON CASH	1,303,522.90	1,235.62	1,304,758.52	
591-000-009-000	CLAIM ON CASH	(183,264.65)	140,336.42 (42,928.23)	
661-000-009-000	CLAIM ON CASH	188,987.28	11,552.48)	177,434.80	
TOTAL CLAIM ON CASH			4,098,606.24	89,031.89	4,187,638.13

List of Funds:

Fund 101 - General Fund	Fund 401 - Public Improvement Fund
Fund 202 - Major Street Fund	Fund 590 - Sewer Fund
Fund 203 - Local Street Fund	Fund 591 - Water Fund
Fund 206 - Fire Fund	Fund 661 - Motor Pool Equipment Fund
Fund 211 - Firefighter Longevity	Fund 701 - Trust & Agency
Fund 220 - Lake Bancroft Fund	Fund 703 - Tax Collection
Fund 226 - Garbage Fund	Fund 711 - Cemetery Perpetual Care
Fund 247 - Building Authority	Fund 712 - Cemetery Care Fund
Fund 248 - DDA	Fund 732 - Act 345 Police/Fire Pension
Fund 268 - Library Special Fund	
Fund 271 - Library State Aid	

	101 General Fund	202 Major St	203 Local St	226 Garbage	401 Public Imp	590 Sewer	591 Water
Share Pooled Cash	\$ 1,030,200.49	\$ 355,881.84	\$ 308,328.53	\$ 194,445.18	\$ 443,378.17	\$ 1,304,758.52	\$ (42,928.23)
Revenues	2,723,944.68	720,246.45	360,832.39	558,907.35	-	1,757,581.43	2,034,386.19
Expenses	2,974,714.73	482,091.01	234,659.91	655,229.13	-	1,287,464.04	1,283,016.80
Net Income(Loss)	(250,770.05)	238,155.44	126,172.48	(96,321.78)	-	470,117.39	751,369.39
Fund Balance:							
Non-spendable	56,616.93	-	-	-	-	-	-
Restricted	-	355,881.84	308,328.53	-	443,378.17	-	-
Committed	33,000.00	-	-	-	-	-	-
Assigned	-	-	-	303,986.92	-	-	-
Unassigned	545,274.62	-	-	-	-	-	-
Inv in Capital Assets	-	-	-	-	-	8,572,187.00	5,362,095.00
Restricted for Debt	-	-	-	-	-	-	302,630.00
Unrestricted	-	-	-	-	-	895,774.96	(1,134,663.21)
Total Fund Balance	\$ 634,891.55	\$ 355,881.84	\$ 308,328.53	\$ 303,986.92	\$ 443,378.17	\$ 9,467,961.96	\$ 4,530,061.79

Notes:

1. All fringe benefits are paid from the General Fund and then allocated back to other funds based on a fringe benefit rate on a quarterly basis. The 3rd Quarter 2018 has been recorded.
2. - Depreciation expense has been recorded in the Sewer & Water Funds through December 2018.
3. State revenue sharing in the General Fund has been recorded through October 2018.
Paid by the state in 2-month increments with a 2-month lag.

City of Ishpeming
ATTN: City Manager
MARK SLOWN.

Topic: VACATION OF CITY ALLEY
between LOTS 408 & 412 ON
Street S 4th.

LOTS CONCERNED

CLEVELAND MINING 52-51-300-118-00
CO. ADDITION

52-51-300-136-00

REQUESTED OF LOT OWNER
52-51-300-118-00

RODNEY & SUSAN SCOTT
404 SO. 4TH STR.

ISHP MI 49849

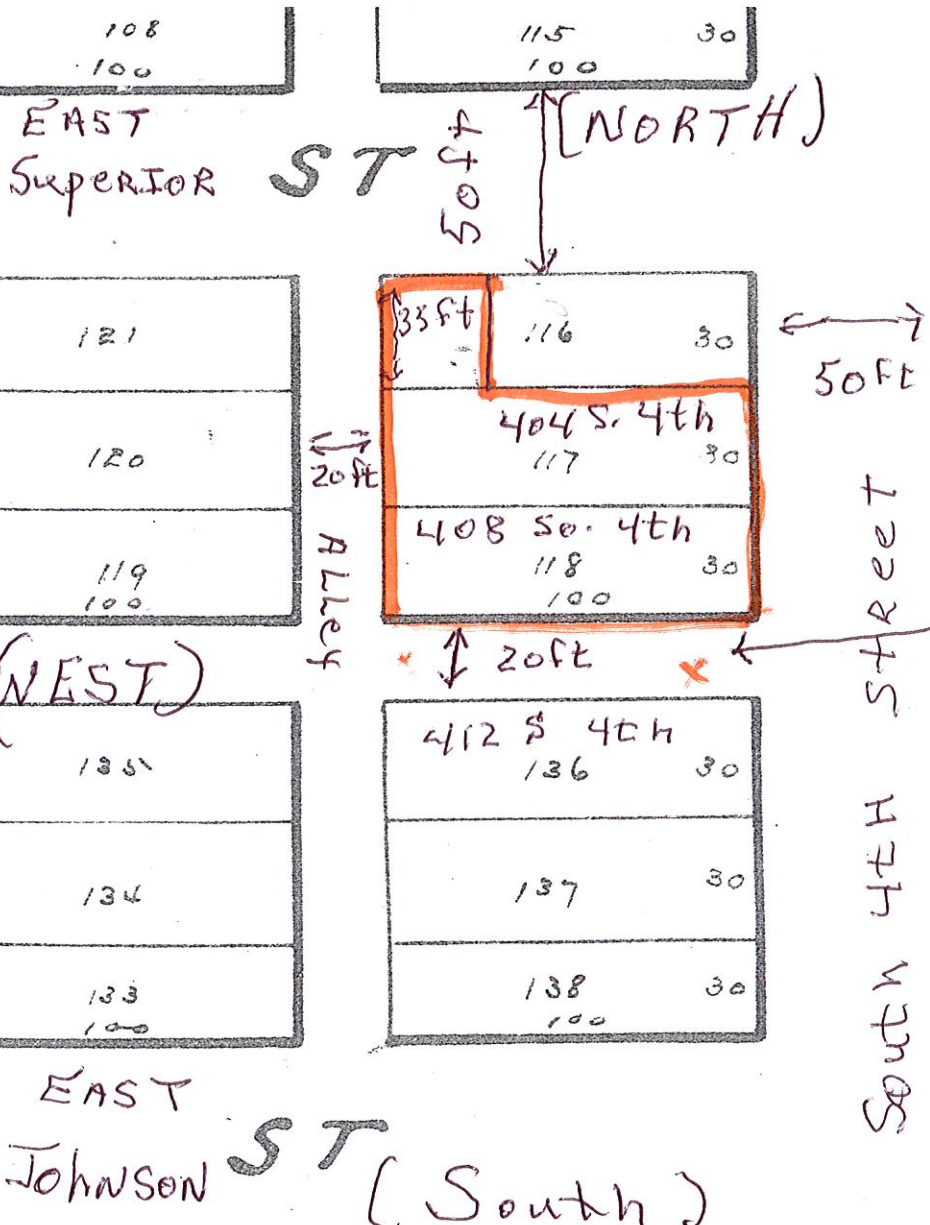
Rodney Scott
Susan M. Scott

DATED

10-23-2018

Rodney 408-1235

that an
A.D. 1
and of



ALley Requested
TO Be VACATED

(EAST)

Block No 2,

R. R.

12101

City of Ishpeming
City Council Meeting Action
Rural Development Water System Improvements Project
Fifteenth Draw

SUBJECT: Approval of Payments for RD Water System Improvements Project

It was moved by _____
and
seconded by _____
that the City proceed with paying A. Lindberg and Sons, Inc \$319,242.71; and GEI
Consultants of Michigan, PC \$21,161.84.

City Council Member:

<u>Karl Lehmann</u>	_____AYE	_____NAY	_____ABSENT
<u>Stuart Skauge</u>	_____AYE	_____NAY	_____ABSENT
<u>Mike Tonkin</u>	_____AYE	_____NAY	_____ABSENT
<u>Pat Scanlon</u>	_____AYE	_____NAY	_____ABSENT
<u>Lindsay Bean</u>	_____AYE	_____NAY	_____ABSENT

BY:

Tammie Leece, City Clerk

DATE: January 9, 2019

ESTIMATE OF FUNDS NEEDED
FOR
30-Day Period Commencing
Fifteenth Draw

FORM APPROVED
OMB NO. 0575-0015

Name of Borrower City of Ishpeming - RD Water System Improvements

Items	Amount of Funds
Development	\$ 319,242.71
Contract or Job No. <u>I</u>	
Contract or Job No. <u>II</u>	
Contract or Job No.	
Land and Rights-of-Way	
Legal Services	
Engineering Fees	21,161.84
Interest	
Equipment	
Contingencies	
Refinancing	
Initial O & M	
Other	
TOTAL	\$ 340,404.55

Prepared by City of Ishpeming

Name of Borrower

By Karl Lehmann, Mayor

Date 1/9/19

Approved by _____

Date _____

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

**CITY OF ISHPEMING
RD WATER SYSTEM IMPROVEMENTS
BREAKDOWN OF COSTS
ESTIMATE OF FUNDS NEEDED RD FORM 440-11 FIFTEENTH DRAW
GEI PROJECT #1508090**

1. Construction

Contract I	\$	<u>124,456.63</u>	(See attached Pay Application)
Contract II	\$	<u>194,786.08</u>	(See attached Pay Application)

Total Construction ==> \$ 319,242.71

2. Resident Engineering (Budget Amount: \$630,000)

Total Resident Engineering ==> \$ 21,161.84 (See attached invoices)

Total All Categories Fourteenth Draw ==> \$ 340,404.55

**CITY OF ISHPEMING
RD WATER SYSTEM IMPROVEMENTS
INVOICE SUMMARY
ESTIMATE OF FUNDS NEEDED RD FORM 440-11 FIFTEENTH DRAW
GEI PROJECT #1508090**

1. Construction

Pay App No.	Invoice Date	Invoice Amount	Progress Billing No.	Billed to Date
Contract I - 14	12/19/2018	\$ 124,456.63	14	\$ 3,642,666.23
Contract II - 13	12/19/2018	\$ 194,786.08	13	\$ 4,635,386.69

Total Construction==> \$ 319,242.71

2. Resident Engineering (Budget Amount: \$630,000)

Task 1002

Invoice No.	Invoice Date	Invoice Amount	Progress Billing No.	Billed to Date
5005933	12/10/2018	\$ 21,161.84	33	\$ 497,149.09

Total Billed ==> \$ 21,161.84



ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 14

Application Period: 11/19/18 - 12/19/18		Application Date: 12/19/18
To (Owner): City of Ishpeming	From (Contractor): A. Lindberg & Sons, Inc.	Via (Engineer): GEI Consultants of Michigan, P.C.
Project: RD Water System Improvements	Contract: I	
Owner's Contract No.: 22263.17	Contractor's Project No.: 1508090	

Application For Payment Change Order Summary

Approved Change Orders	Number	Additions	Deductions
Change Order #1 - #8		\$1,275,326.73	
CO # 9		\$22,687.00	
CO # 10		-\$19,170.60	
TOTALS		\$1,278,843.13	
NET CHANGE BY CHANGE ORDERS		\$1,278,843.13	


1. ORIGINAL CONTRACT PRICE..... \$ 3,066,628.00
2. Net change by Change Orders..... \$ 1,278,843.13
3. Current Contract Price (Line 1 ± 2)..... \$ 4,345,471.13
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate)..... \$ 3,736,067.93
5. RETAINAGE:
 - a. 2.5% X \$ 3,578,951.99 Work Completed..... \$ 89,473.80
 - b. 2.5% X \$ 157,115.94 Stored Material..... \$ 3,927.90
 - c. Total Retainage (Line 5a + Line 5b)..... \$ 93,401.70
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... \$ 3,642,666.23
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 3,518,209.60
8. AMOUNT DUE THIS APPLICATION..... \$ 124,456.63
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above)..... \$ 702,804.90

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By:  Date: 12/19/2018

Payment of: \$ 124,456.63
(Line 8 or other - attach explanation of the other amount)

is recommended by:  (Engineer) 1/3/19 (Date)

Payment of: \$ (Line 8 or other - attach explanation of the other amount)

is approved by: (Owner) (Date)

Approved by: Funding Agency (if applicable) (Date)



ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 13

Application Period: 11/19/18 - 12/19/18		Application Date: 12/19/2018
To (Owner): City of Ishpeming	From (Contractor): A. Lindberg & Sons, Inc.	Via (Engineer): GEI Consultants of Michigan, P.C.
Project: RD Water System Improvements	Contract: II	
Owner's Contract No.: 22263.17	Contractor's Project No.: 22263.17	Engineer's Project No.: 1508090

Application For Payment Change Order Summary

Approved Change Orders		1. ORIGINAL CONTRACT PRICE	\$ 54,256,816.06
Number	Additions	2. Net change by Change Orders	\$ 51,767,195.61
Change Order #1 - #7	\$1,763,586.61	3. Current Contract Price (Line 1 ± 2)	\$ 56,024,011.67
CO #8	-\$23,991.00	4. TOTAL COMPLETED AND STORED TO DATE	
CO #9	\$27,600.00	(Column F on Progress Estimate)	\$ 4,754,242.76
		5. RETAINAGE:	
		a. 2.5% X \$ 4,515,585.96 Work Completed	\$ 112,889.65
		b. 2.5% X \$ 238,656.80 Stored Material	\$ 5,966.42
		c. Total Retainage (Line 5a + Line 5b)	\$ 118,856.07
		6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)	\$ 4,635,386.69
TOTALS	\$1,767,195.61	7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$ 4,440,600.61
NET CHANGE BY	\$1,767,195.61	8. AMOUNT DUE THIS APPLICATION	\$ 194,786.08
CHANGE ORDERS		9. BALANCE TO FINISH, PLUS RETAINAGE	
		(Column G on Progress Estimate + Line 5 above)	\$ 1,388,624.98

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: *Ray A. Lee* Date: 12/19/2018

Payment of: \$ 194,786.08
(Line 8 or other - attach explanation of the other amount)

is recommended by: *WMA* (Engineer) 1/3/19 (Date)

Payment of: \$ (Line 8 or other - attach explanation of the other amount)

is approved by: (Owner) (Date)

Approved by: Funding Agency (if applicable) (Date)



PLEASE REMIT TO:
PO Box 843005
Boston, MA 02284-3005

Attention: MR. MARK SLOWN
CITY OF ISHPEMING
100 E. DIVISION STREET
ISHPEMING, MI 49849
United States

Invoice : 5005933
Invoice Date : 12/10/2018
Project : 1508090
Project Name : ISHPEMING RD WATER SYSTEM
IMPROVE

For Professional Services Rendered For 10/28/2018 Through 12/1/2018

		Current
		<u>Billings</u>
1 - default		21,161.84
Rate Labor	19,836.00	
Expenses	465.12	
Unit Rate Expense	860.72	
Total Expense	1,325.84	
Current Billings		21,161.84
Amount Due This Bill		21,161.84

Thank you-

Mark F. Stoor

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	5005748	11/8/2018	42,486.84	42,486.84
				42,486.84

1002 - RESIDENT PROJECT OBSERVATION			
Rate Labor			
Class / Employee	Hours	Rate	Amount
PROJECT PROFESSIONAL-GRADE 3			
Brian S. Fabbri	140.50	85.000	11,942.50
SENIOR CONSULTANT-GRADE 8			
Michael J. Gatzow	0.50	175.000	87.50
SENIOR PROFESSIONAL-GRADE 6			
Mark F. Stoor	44.00	115.000	5,060.00
STAFF PROFESSIONAL-GRADE 1			
George W Cannon	34.00	75.000	2,550.00
WORD PROCESSOR			
Patricia L. Ward	4.00	49.000	196.00
Total Rate Labor			19,836.00
Reimbursable Expenses			1,325.84
Total Unit Rate Expenses			21,161.84
Total Bill Task: 1002 - RESIDENT PROJECT OBSERVATION			21,161.84
Total Project: 1508090 - ISHPEMING RD WATER SYSTEM IMPROVE			21,161.84



Contractor's Application for Payment No. 13

Application Period: 11/19/2018 - 12/19/2018		Application Date: 12/19/2018
To (Owner): City of Ishpeming	From (Contractor): A. Lindberg & Sons, Inc.	Via (Engineer): GEI Consultants of Michigan, P.C.
Project: RD Water System Improvements	Contract: III	
Owner's Contract No.: 2263.17	Contractor's Project No.: 2263.17	Engineer's Project No.: 1508090

Application For Payment Change Order Summary

Approved Change Orders		1. ORIGINAL CONTRACT PRICE.....		\$ 5565,602.50
Number	Additions	Deductions	2. Net change by Change Orders.....	\$ 3221,756.40
#001 - #005	\$224,647.65		3. Current Contract Price (Line 1 ± 2).....	\$ 5787,358.90
CO #6	-\$2,891.25		4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate).....	\$ 638,890.40
			5. RETAINAGE:	
			a. 2.5% X \$ 628,958.82 Work Completed.....	\$ 15,723.97
			b. 2.5% X \$ 9,931.58 Stored Material.....	\$ 248.29
			c. Total Retainage (Line 5a + Line 5b).....	\$ 15,972.26
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$ 622,918.14
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 597,517.42
			8. AMOUNT DUE THIS APPLICATION.....	\$ 25,400.72
TOTALS	\$221,756.40		9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above)	\$ 164,440.75
NET CHANGE BY		\$221,756.40		
CHANGE ORDERS				

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: Larry L. Lian Date: 12/19/2018

Payment of: \$ 25,400.72
(Line 8 or other - attach explanation of the other amount) 1/3/19
is recommended by: MAH (Engineer) (Date)
Payment of: \$ (Line 8 or other - attach explanation of the other amount)
is approved by: (Owner) (Date)
Approved by: Funding Agency (if applicable) (Date)

12(b)

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract):		III				Application Number: 13						
Application Period:				11/19/2018 - 12/19/2018								
Application Date:				12/19/2018								
A				B	C	D	E	F				
Item				Bid Item Quantity	Unit Price	Bid Item Value (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)
ALS Bid Item No	Bid Item No	Description										
		BASE BID - CONTRACT I										
7000	M-0810	Utility Pole Bracing			\$ 1.00	\$ -		\$ -		\$ -		\$ -
7010	M-1990	Remove & Replace Sign(s)			\$ 125.00	\$ -		\$ -		\$ -		\$ -
7011	M-2010	Pearl Street Conduit		1.00	\$ 13,500.00	\$ 13,500.00	1.00	\$ 13,500.00		\$ 13,500.00	100.00%	\$ -
7012	M-2011	Handrail		1.00	\$ 1,037.00	\$ 1,037.00	1.00	\$ 1,037.00		\$ 1,037.00	100.00%	\$ -
7013	M-2012	Poplar Street Dischings		1.00	\$ 2,935.00	\$ 2,935.00	1.00	\$ 2,935.00		\$ 2,935.00	100.00%	\$ -
7020	R-0110	Remove Concrete Sidewalk; Ramp & Drive Approach		93.00	\$ 2.50	\$ 232.50		\$ -		\$ -		\$ 232.50
7030	R-0120	Remove Concrete Curb and/or Gutter		210.00	\$ 2.50	\$ 525.00	60.00	\$ 150.00		\$ 150.00	28.57%	\$ 375.00
7040	R-0140	Site Clearing and Grubbing			\$ 2,500.00	\$ -		\$ -		\$ -		\$ -
7050	R-0150	Rock Excavation		53.00	\$ 40.00	\$ 2,120.00	53.00	\$ 2,120.00		\$ 2,120.00	100.00%	\$ -
7060	R-0220	Subbase, MDOT Class II, 12" (CIP)		8,250.00	\$ 2.00	\$ 16,500.00	8,250.00	\$ 16,500.00		\$ 16,500.00	100.00%	\$ -
7070	R-0320	Aggregate Base Under Bit, MDOT 22A, 8" (CIP)		8,455.00	\$ 5.00	\$ 42,275.00	8,455.00	\$ 42,275.00		\$ 42,275.00	100.00%	\$ -
7080	R-0410	Imported Trench Bedfill, (CIP)		1,176.00	\$ 2.00	\$ 2,352.00	1,176.00	\$ 2,352.00		\$ 2,352.00	100.00%	\$ -
7090	R-0710	Bituminous Mixture, MDOT 13A - Leveling Course		859.67	\$ 59.50	\$ 51,150.37	859.67	\$ 51,150.37		\$ 51,150.37	100.00%	\$ -
7100	R-0720	Bituminous Mixture, MDOT 13A - Top Course		945.39	\$ 61.00	\$ 57,668.79	945.39	\$ 57,668.79		\$ 57,668.79	100.00%	\$ -
7110	R-0740	2" Bituminous Driveway Approach, MDOT 13A		12.58	\$ 109.00	\$ 1,371.29	12.58	\$ 1,371.29		\$ 1,371.29	100.00%	\$ -
7120	R-0810	Gravel Driveway Approach, MDOT 23A, 6" (CIP)		2.00	\$ 3.50	\$ 7.00		\$ -		\$ -		\$ 7.00
7130	R-0910	Concrete Sidewalk, 4"		825.00	\$ 4.55	\$ 3,753.75	825.00	\$ 3,753.75		\$ 3,753.75	100.00%	\$ -
7140	R-0930	Concrete Driveway Approach, 6"			\$ 5.25	\$ -		\$ -		\$ -		\$ -
7150	R-0940	Concrete Curb & Gutter		30.00	\$ 20.00	\$ 600.00	30.00	\$ 600.00		\$ 600.00	100.00%	\$ -
7160	R-0945	E-Curb		185.00	\$ 16.00	\$ 2,960.00	185.00	\$ 2,960.00		\$ 2,960.00	100.00%	\$ -
7170	S-0110	8" SDR-26 PVC Sanitary Sewer Main		2,710.50	\$ 36.00	\$ 97,578.00	2,710.50	\$ 97,578.00		\$ 97,578.00	100.00%	\$ -
7180	S-0120	10" SDR-26 PVC Sanitary Sewer Main		1,347.00	\$ 38.00	\$ 51,186.00	1,347.00	\$ 51,186.00		\$ 51,186.00	100.00%	\$ -
7190	S-0420	6" SDR-26 PVC Sanitary Sewer Lateral		765.50	\$ 24.00	\$ 18,372.00	765.50	\$ 18,372.00		\$ 18,372.00	100.00%	\$ -
7200	S-0525	8"x6" Wye		25.00	\$ 90.00	\$ 2,250.00	25.00	\$ 2,250.00		\$ 2,250.00	100.00%	\$ -
7210	S-0540	10"x6" Wye		14.00	\$ 130.00	\$ 1,820.00	14.00	\$ 1,820.00		\$ 1,820.00	100.00%	\$ -
7220	S-0710	4" Dia. Precast Concrete Standard Sanitary Manhole (0'-8")		23.00	\$ 2,200.00	\$ 50,600.00	23.00	\$ 50,600.00		\$ 50,600.00	100.00%	\$ -
7230	S-0810	Add'l Depth 4" Dia. Precast Conc. Std. San. MH (Over 8')		40.88	\$ 115.00	\$ 4,701.20	38.24	\$ 4,397.60		\$ 4,397.60	93.54%	\$ 303.60
7240	S-0910	Drainage Structure Cover		21.00	\$ 1,200.00	\$ 25,200.00	17.00	\$ 20,400.00	\$3,148.36	\$ 23,548.36	93.45%	\$ 1,651.64
7250	S-1010	Connect to Existing Sanitary Sewer Lateral		32.00	\$ 75.00	\$ 2,400.00	32.00	\$ 2,400.00		\$ 2,400.00	100.00%	\$ -
7260	S-1020	Connect to Existing Sanitary Sewer Main		13.00	\$ 160.00	\$ 2,080.00	12.00	\$ 1,920.00		\$ 1,920.00	92.31%	\$ 160.00
7270	S-1110	Abandon Existing Manhole		1.00	\$ 700.00	\$ 700.00		\$ -		\$ -		\$ 700.00
7280	S-1120	Sewer Bulkhead		5.00	\$ 75.00	\$ 375.00	5.00	\$ 375.00		\$ 375.00	100.00%	\$ -
7282	S-1130	Trench Undercut and Backfill		100.00	\$ 22.50	\$ 2,250.00	50.50	\$ 1,136.25		\$ 1,136.25	50.50%	\$ 1,113.75
7284	S-1220	Insulating Sewer		1,500.00	\$ 1.50	\$ 2,250.00	704.00	\$ 1,056.00		\$ 1,056.00	46.93%	\$ 1,194.00
7290	S-1220	Post-Construction Sanitary Sewer Televising		4,020.50	\$ 2.00	\$ 8,041.00		\$ -		\$ -		\$ 8,041.00

Progress Estimate - Unit Price Work

Contractor's Application

III										Application Number: 13							
Application Period: 11/19/2018 - 12/19/2018										Application Date: 12/19/2018							
A																	
Item			B				C			D		E		F		Balance to Finish (B - F)	
ALS Bid Item No	Bid Item No	Description	Bid Item Quantity	Unit Price	Bid Item Value (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)							
7494	D-0830	Adjust Structure Cover	23.00	\$ 55.00	\$ 1,265.00		\$ -		\$ -			\$ 1,265.00					
7501	CO-0001	Subbase Removal	2,000.00	\$ 6.00	\$ 12,000.00	1,768.00	\$ 10,608.00		\$ 10,608.00	88.40%		\$ 1,392.00					
7502	CO-0001	Park Street Lift Station SCADA	1.00	\$ 51,308.25	\$ 51,308.25	0.10	\$ 5,130.83		\$ 5,130.83	10.00%		\$ 46,177.43					
7503	CO-0003	Underground Storage Tank Removal	1.00	\$ 9,284.00	\$ 9,284.00	1.00	\$ 9,284.00		\$ 9,284.00	100.00%		\$ -					
BASE BID - CONTRACT II																	
7299	R-0220	Remove Concrete Sidewalk, Ramp & Drive Approach	534.00	\$ 3.00	\$ 1,602.00	534.00	\$ 1,602.00		\$ 1,602.00	100.00%		\$ -					
7300	R-0220	Subbase, MDOT Class II, 12" (CIP)	782.00	\$ 2.50	\$ 1,955.00	782.00	\$ 1,955.00		\$ 1,955.00	100.00%		\$ -					
7310	R-0320	Aggregate Base Under Bit, MDOT 22A, 8" (CIP)	782.00	\$ 5.00	\$ 3,910.00	782.00	\$ 3,910.00		\$ 3,910.00	100.00%		\$ -					
7320	R-0410	Imported Trench Backfill, (CIP)	122.00	\$ 3.00	\$ 366.00	28.00	\$ 84.00		\$ 84.00	22.95%		\$ 282.00					
7330	R-0710	Bituminous Mixture, MDOT 13A - Leveling Course	278.00	\$ 59.50	\$ 16,541.00		\$ -		\$ -			\$ 16,541.00					
7340	R-0720	Bituminous Mixture, MDOT 13A - Top Course	278.00	\$ 61.00	\$ 16,958.00		\$ -		\$ -			\$ 16,958.00					
7350	R-0740	2" Bituminous Driveway Approach, MDOT 13A	5.00	\$ 109.00	\$ 545.00		\$ -		\$ -			\$ 545.00					
7351	R-0915	Integral Curb and Sidewalk	4,210.00	\$ 8.30	\$ 34,943.00	4,210.00	\$ 34,943.00		\$ 34,943.00	100.00%		\$ -					
7360	S-0110	8" SDR-26 PVC Sanitary Sewer Main	1,446.00	\$ 40.00	\$ 57,840.00	1,059.50	\$ 42,380.00		\$ 42,380.00	73.27%		\$ 15,460.00					
7370	S-0120	10" SDR-26 PVC Sanitary Sewer Main	170.00	\$ 42.00	\$ 7,140.00		\$ -	\$1,095.62	\$ 1,095.62	15.34%		\$ 6,044.38					
7380	S-0410	4" SDR-26 PVC Sanitary Sewer Lateral	46.00	\$ 25.00	\$ 1,150.00		\$ -		\$ -			\$ 1,150.00					
7390	S-0420	6" SDR-26 PVC Sanitary Sewer Lateral	290.00	\$ 28.00	\$ 8,120.00	220.50	\$ 6,174.00	\$162.07	\$ 6,336.07	78.03%		\$ 1,783.93					
7400	S-0525	8"x6" Wye	19.00	\$ 85.00	\$ 1,615.00	19.00	\$ 1,615.00		\$ -			\$ -					
7410	S-0540	10"x6" Wye	2.00	\$ 130.00	\$ 260.00		\$ -	\$154.76	\$ 154.76	59.52%		\$ 105.24					
7420	S-0710	4' Dia. Precast Concrete Standard Sanitary Manhole (0'-8")	6.00	\$ 2,250.00	\$ 13,500.00	5.00	\$ 11,250.00	\$1,172.96	\$ 12,422.96	92.02%		\$ 1,077.04					
7430	S-0910	Drainage Structure Cover	6.00	\$ 1,200.00	\$ 7,200.00	4.00	\$ 4,800.00	\$2,098.91	\$ 6,898.91	95.82%		\$ 301.09					
7440	S-1010	Connect to Existing Sanitary Sewer Lateral	19.00	\$ 150.00	\$ 2,850.00	16.00	\$ 2,400.00		\$ 2,400.00	84.21%		\$ 450.00					
7450	S-1020	Connect to Existing Sanitary Sewer Main	6.00	\$ 150.00	\$ 900.00	5.00	\$ 750.00		\$ 750.00	83.33%		\$ 150.00					
7460	S-1040	Connect to Existing Sanitary Sewer Manhole	5.00	\$ 300.00	\$ 1,500.00	3.00	\$ 900.00		\$ 900.00	60.00%		\$ 600.00					
7470	S-1220	Post-Construction Sanitary Sewer Telescoping	1,616.00	\$ 1.95	\$ 3,151.20		\$ -		\$ -			\$ 3,151.20					
7480	D-0320	8" SDR-26 PVC Storm Sewer Main	15.00	\$ 22.00	\$ 330.00		\$ -		\$ -			\$ 330.00					
7490	D-0340	12" SDR-26 PVC Storm Sewer Main	15.00	\$ 26.00	\$ 390.00		\$ -		\$ -			\$ 390.00					
7500	D-0930	Connect to Existing Catch Basin Lead	4.00	\$ 100.00	\$ 400.00		\$ -		\$ -			\$ 400.00					
7501	CO-0004	Pulverize and Regrade	1,925.00	\$ 4.75	\$ 9,143.75	1,925.00	\$ 9,143.75		\$ 9,143.75	100.00%		\$ -					
ALTERNATE A																	
7510	R-0110	Remove Concrete Sidewalk, Ramp & Drive Approach	20.00	\$ 3.00	\$ 60.00		\$ -		\$ -			\$ 60.00					
7520	R-0220	Subbase, MDOT Class II, 12" (CIP)	1,000.00	\$ 2.00	\$ 2,000.00	1,000.00	\$ 2,000.00		\$ 2,000.00	100.00%		\$ -					
7530	R-0320	Aggregate Base Under Bit, MDOT 22A, 8" (CIP)	1,000.00	\$ 5.00	\$ 5,000.00	1,000.00	\$ 5,000.00		\$ 5,000.00	100.00%		\$ -					
7540	R-0410	Imported Trench Backfill, (CIP)	230.00	\$ 2.50	\$ 575.00	44.00	\$ 110.00		\$ 110.00	19.13%		\$ 465.00					

Progress Estimate - Unit Price Work

Contractor's Application

III											Application Number: 13	
Application Period: 11/19/2018 - 12/19/2018											Application Date: 12/19/2018	
A											E	F
Item			Bid Item Quantity	Unit Price	Bid Item Value (\$)	Estimated Quantity Installed	Value of Work Installed to Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D + E)	% (F / B)	Balance to Finish (B - F)	
ALS Bid Item No	Bid Item No	Description										
7550	R-0710	Bituminous Mixture, MDOT 13A - Leveling Course	95.00	\$ 59.50	\$ 5,652.50		\$ -		\$ -		\$ 5,652.50	
7560	R-0720	Bituminous Mixture, MDOT 13A - Top Course	95.00	\$ 61.00	\$ 5,795.00		\$ -		\$ -		\$ 5,795.00	
7570	R-0740	2" Bituminous Driveway Approach, MDOT 13A	2.00	\$ 109.00	\$ 218.00		\$ -		\$ -		\$ 218.00	
7580	R-0910	Concrete Sidewalk, 4"	50.00	\$ 4.55	\$ 227.50		\$ -		\$ -		\$ 227.50	
7590	R-0930	Concrete Driveway Approach, 6"	130.00	\$ 5.25	\$ 682.50		\$ -		\$ -		\$ 682.50	
7600	S-0110	8" SDR-26 PVC Sanitary Sewer Main	570.00	\$ 40.00	\$ 22,800.00	438.00	\$ 17,520.00		\$ 17,520.00	76.84%	\$ 5,280.00	
7610	S-0420	6" SDR-26 PVC Sanitary Sewer Lateral	36.00	\$ 26.00	\$ 936.00	36.00	\$ 936.00		\$ 936.00	100.00%	\$ -	
7620	S-0525	8"x6" Wye	1.00	\$ 90.00	\$ 90.00	1.00	\$ 90.00		\$ 90.00	100.00%	\$ -	
7630	S-0710	4' Dia. Precast Concrete Standard Sanitary Manhole (0'-8')	2.00	\$ 2,200.00	\$ 4,400.00	2.00	\$ 4,400.00		\$ 4,400.00	100.00%	\$ -	
7640	S-0810	Add'l Depth 4' Dia. Precast Conc. Std. San. MH (Over 8')	2.82	\$ 115.00	\$ 324.30	0.08	\$ 9.20		\$ 9.20	2.84%	\$ 315.10	
7650	S-0910	Drainage Structure Cover	2.00	\$ 1,200.00	\$ 2,400.00		\$ -	\$2,098.91	\$ 2,098.91	87.45%	\$ 301.09	
7660	S-1010	Connect to Existing Sanitary Sewer Lateral	1.00	\$ 100.00	\$ 100.00	1.00	\$ 100.00		\$ 100.00	100.00%	\$ -	
7670	S-1120	Post-Construction Sanitary Sewer Televising	570.00	\$ 2.00	\$ 1,140.00		\$ -		\$ -		\$ 1,140.00	
ALTERNATE F												
7680	R-0220	Subbase, MDOT Class II, 12" (CIP)		\$ 3.00	\$ -		\$ -		\$ -		\$ -	
7690	R-0320	Aggregate Base Under Bit, MDOT 22A, 8" (CIP)		\$ 5.50	\$ -		\$ -		\$ -		\$ -	
7700	R-0710	Bituminous Mixture, MDOT 13A - Leveling Course		\$ 59.50	\$ -		\$ -		\$ -		\$ -	
7710	R-0720	Bituminous Mixture, MDOT 13A - Top Course		\$ 61.00	\$ -		\$ -		\$ -		\$ -	
7720	R-0740	2" Bituminous Driveway Approach, MDOT 13A		\$ 109.00	\$ -		\$ -		\$ -		\$ -	
7730	S-0110	8" SDR-26 PVC Sanitary Sewer Main		\$ 40.00	\$ -		\$ -		\$ -		\$ -	
7740	S-0420	6" SDR-26 PVC Sanitary Sewer Lateral		\$ 30.00	\$ -		\$ -		\$ -		\$ -	
7750	S-0525	8"x6" Wye		\$ 85.00	\$ -		\$ -		\$ -		\$ -	
7760	S-1010	Connect to Existing Sanitary Sewer Lateral		\$ 100.00	\$ -		\$ -		\$ -		\$ -	
7770	S-1020	Connect to Existing Sanitary Sewer Main		\$ 650.00	\$ -		\$ -		\$ -		\$ -	
7780	S-1120	Post-Construction Sanitary Sewer Televising		\$ 1.95	\$ -		\$ -		\$ -		\$ -	
Totals								\$ 9,931.58	\$ 628,958.82	\$ 638,890.40	\$ 148,468.49	

Stored Material Summary

Aggregate
Base, MDOT
22A, 8" (CIP)

Contractor's Application

III										Application Number: 13		
Application Period: 11/19/2018 - 12/19/2018										Application Date: 12/19/2018		
A		B	C	Description of Materials or Equipment Stored	D		E	Subtotal Amount Completed and Stored to Date (D + E)	F		G	
Bid Item No.	Supplier Invoice No.	Submittal No. (with Specification Section No.)			Storage Location	Stored Previously			Amount Stored this Month (\$)	Incorporated in Work Date (Month/Year)		Amount (\$)
						Date Placed into Storage (Month/Year)	Amount (\$)					
				Base Bid I								
S-0110	I530305	2730	Jobsite	8" SDR-26 PVC Sani. Sewer Main (2,740 LF)	4/2018	\$8,270.04		\$8,270.04	7/2018	\$8,270.04		
S-0120	I530305	2730	Jobsite	10" SDR-26 PVC Sani. Sewer Main (1,310 LF)	4/2018	\$4,060.22		\$4,060.22	8/2018	\$4,060.22		
S-0120	I621057	2730	Jobsite	10" SDR-26 PVC Sani. Sewer Main (1,310 LF)	5/2018	\$4,382.46		\$4,382.46	11/2018	\$4,382.46		
S-0420	I530305	2730	Jobsite	6" SDR-26 PVC Sani. Sewer Main (485 LF)	4/2018	\$1,131.02		\$1,131.02	7/2018	\$1,131.02		
S-0525	I530305	2730	Jobsite	8" x 6" Wye (w/2 Elbs) (23 Ea)	4/2018	\$2,730.56		\$2,730.56	7/2018	\$2,730.56		
S-0540	I530305	2730	Jobsite	10" x 6" Wye (W/2 Elbs) (10 Ea)	4/2018	\$1,547.60		\$1,547.60	8/2018	\$1,547.60		
S-0710	69312	2730	Jobsite	4' Dia. Sanitary MH (22 Ea)	7/2017	\$7,575.89		\$7,575.89	8/2017	\$7,575.89	\$0.00	
S-0710	70304	2730	Jobsite	4' Dia. Sanitary MH	4/2018	\$1,672.46		\$1,672.46	7/2018	\$1,672.46		
S-0710	70306	2730	Jobsite	4' Dia. Sanitary MH	4/2018	\$8,418.70		\$8,418.70	8/2018	\$8,418.70		
S-0710	69316	2730	Jobsite	4' Dia. Sanitary MH	7/2017	\$6,643.34		\$6,643.34	10/2017	\$6,643.34		
S-0910	69351	2635	Jobsite	Drainage Structure Covers (20 Ea)	7/2017	\$20,989.06		\$20,989.06	10/2018	\$17,840.70	\$3,148.36	
				Base Bid II								
R-0320	Lindberg	2721	Gravel Pit	Aggregate Base, MDOT 22A, 8" (CIP)	11/2018	\$ 1,290.30		\$1,290.30	12/2018	\$ 1,290.30		
S-0420	I530305	2730	Jobsite	6" SDR-26 PVC Sani. Sewer Main (290 LF)	4/2018	\$676.28		\$676.28	10/2018	\$514.21	\$162.07	
S-0120	I621057	2730	Jobsite	10" SDR-26 PVC Sani. Sewer Main (1,310 LF)	5/2018	\$1,095.62		\$1,095.62			\$1,095.62	
S-0525	I530305	2730	Jobsite	8" x 6" Wye (w/2 Elbs) (18 Ea)	4/2018	\$1,068.48		\$1,068.48	8/2018	\$1,068.48		
S-0540	I530305	2730	Jobsite	10" x 6" Wye (W/2 Elbs) (2 Ea)	4/2018	\$309.52		\$309.52	5/2018	\$154.76	\$154.76	
S-0710	70305	2730	Jobsite	4' Dia. Sanitary MH (6 Ea)	4/2018	\$7,037.76		\$7,037.76	10/2018	\$5,864.80	\$1,172.96	
S-0910	69351	2635	Jobsite	Drainage Structure Covers (6 Ea)	7/2017	\$6,296.72		\$6,296.72	10/2018	\$4,197.81	\$2,098.91	
S-0910	69351	2635	Jobsite	I Alt. A								
S-0910	69351	2635	Jobsite	Drainage Structure Covers (2 Ea)	7/2017	\$2,098.91		\$2,098.91			\$2,098.91	
R-0320	Lindberg	2721	Gravel Pit	Aggregate Base, MDOT 22A, 8" (CIP)	11/2018	\$ 1,650.00		\$1,650.00	12/2018	\$ 1,650.00		
Totals										\$88,944.94	\$79,013.35	\$9,931.59

ORDINANCE NO. 11-600

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ORDINANCE NO. 11-600

AN ORDINANCE REGULATING THE ISHPERING CEMETERY

THE CITY OF ISHPERING ORDAINS:

Section 11-601. Definitions.

Burial Permit: A permit authorizing interment of remains delivered to the Cemetery which complies with the requirements of the Michigan Department of Public Health.

Cemetery. The City of Ishpeming Cemetery located in the SE¼ of the SW¼ of Section 34, Township 48N, Range 27W.

Cemetery Perpetual Care Fund. The trust fund established pursuant to the City of Ishpeming Charter Section 14.10.

City. The City of Ishpeming.

Columbarium. An above-grade repository made of granite, marble, or stone with recesses (niches) in the walls to receive the ashes of the dead.

Cremains. The ashes of a cremated deceased person.

Grave Space. The area necessary to accommodate an interment, typically three (3) feet by ten (10) feet in area.

Interment. The permanent disposition of the remains of a deceased person.

Lot. An area of land in the Cemetery containing one or more grave spaces.

Lot Marker. A ceramic or metal post used to indicate lot corners.

Marker. A singular stone of granite, marble, cut stone, or a bronze plaque either flush or above ground, with the name of the deceased appearing thereon.

Monument. A memorial consisting of granite, bronze, or marble bearing the name or names of an individual or family or families, consisting of a base and the upper portion or main section known as a die.

Niche. A recess in a columbarium intended to accommodate up to two urns.

Non-resident. Every person who does not fall within the definition of a "resident".

Owner: A person who has purchased from the City a grave space, lot, or niche in the Cemetery.

Remains. A dead body or any portion thereof.

Resident. A person who:

- a. Is a registered voter or could register to be a voter in the City;

- b. Claims a homestead exemption, as defined by State law, on property in the City, for which the person paid City property taxes in the preceding year and which the person still owns;
- c. Is a minor child of or lives within the City as a dependent of a person who qualifies as a resident;
- d. Has qualified as a resident under Subsection (a) or (b) of this definition, and who has moved directly from the City to a nursing home licensed under the Adult Foster Care Facility Licensing Act, Michigan Public Act No. 218 of 1979 (MCL 400.701 et. seq.), or a successor statute, and who has remained continuously in that or some other licensed nursing home; or
- e. Has qualified as a resident under Subsection (a), (b), (c), or (d) of this definition during the preceding two (2) years.

Urn. A sealed rigid container made of a non-decomposable material designed for holding cremains.

Vault. A compartment made of pre-cast concrete used to encase a casket/coffin or urn.

Section 11-602. Perpetual Care Fund.

- a. A Perpetual Care Fund is hereby established as required under Section 14.10 of the Ishpeming City Charter.
- b. Every person who purchases a niche, grave space, or lot shall also be required to simultaneously purchase perpetual care for such niche, grave space, or lot at the rates set forth in the Annual Fee Schedule adopted by the Ishpeming City Council. ~~Section 11-625 of this Ordinance.~~ Perpetual care fees shall be paid in addition to interment fees on all grave spaces or lots purchased prior to mandatory payment of perpetual care. All sums paid for perpetual care shall be deposited into the Perpetual Care Fund.
- c. The Perpetual Care Fund shall constitute a trust fund, the income of which shall be used, as occasion may require, for the general care and maintenance of those niches or lots for the benefit of which said funds have been deposited into the Perpetual Care Fund.
- d. The Perpetual Care Fund shall never, under any pretext or evasion, be diverted from its declared purpose as set forth in the immediately preceding subparagraph and Section 14.10 of the City Charter.

Section 11-603. Payment of Perpetual Care Funds.

All Perpetual Care Funds so received by the City shall be paid to the Treasurer of the City, who shall immediately deposit said sums of money in such bank or banks as the City Council shall direct, which money shall be kept on special deposit in a fund to be known as the "Perpetual Care Fund".

Section 11-604. Perpetual Care Certificates.

To every person who purchases perpetual care, the City Clerk shall sign and give a certificate to which the City seal is attached, which certificate shall state the

amount paid, the name of the person making the payment, a description of the niche, or lot for which the payment was made, and a covenant on the part of the City that the interest on said payment shall be expended on said niche or lot in maintaining, repairing and taking care of the same. The City Clerk shall keep a record of each certificate issued, the amount of same, and the grave space, niche, or lot for which it was issued, and the person to whom given. The Clerk's official bond shall cover all money so paid in trust for the purposes aforesaid.

In no event shall the City ever be required to repay any sum paid for perpetual care.

Section 11-605. Perpetual Care Expenditures.

The expenditure of Perpetual Care Funds shall be in accordance with the provisions of the Ishpeming City Charter.

Section 11-606. Perpetual Care Fund Reporting.

The City Treasurer shall report to the City Council, when so required, concerning the status of the Perpetual Care Fund including, but not limited to, the types of investments, rates of return, and such other information as the City Council may require.

Section 11-607. Use of Perpetual Care Funds.

The charge for perpetual care shall be as shown in the Annual Fee Schedule adopted by the Ishpeming City Council. ~~Section 11-625.~~ Perpetual care of a lot shall consist of watering and mowing the lawn; also placing topsoil, seeding and fertilizing, filling in sunken graves and trimming trees or shrubs. In the case of a niche, perpetual care shall consist of maintenance and upkeep of the columbarium, all niche spaces, and the grounds in the area of the columbarium. Perpetual Care shall not include the care of flowers or plants, nor the repair or repositioning of monuments, markers, memorials or any other structures or improvements on said lots. Perpetual Care shall not include care for subsidence or for damage to any monument or structure caused by the elements or by damage beyond the control of the City.

Section 11-608. Cemetery Decorum.

Visitors to the Cemetery are reminded that the grounds are devoted to the interment of the dead, and that appropriate decorum in the Cemetery is required. Appropriate decorum means that:

- a. No domestic animals shall be permitted to enter or remain in the Cemetery, unless kept inside a fully enclosed motor vehicle.
- b. No person shall carry firearms in the Cemetery.
- c. No person shall carry or consume alcoholic beverages in the Cemetery.
- d. Only non-compostable rubbish or debris generated in the Cemetery may be deposited in the City maintained waste receptacles in the Cemetery.
- e. No person shall deface, mutilate, or otherwise injure or commit damage to any marker, monument, lot, or other property in the Cemetery.
- f. No person, except a City employee, shall place any sign in the Cemetery.

Section 11-609. Loss, Damage, or Injury.

The City shall not be liable for any loss or damage caused by an act of God, common enemy, thieves, vandals, unavoidable accidents, the elements, subsidence, riots, or order of any military or civil authority, to any grave space, lot, structure, or object thereon or to the flowers or articles removed from any lot or grave space, nor for any loss or damage or bodily injuries sustained by any person or persons in the Cemetery.

Section 11-610. Traffic Regulation.

All traffic laws of the City of Ishpeming that are applicable to the operation of vehicles in the Cemetery shall be strictly observed. Any person driving a motor vehicle in the Cemetery, and the owner of the vehicle so driven, shall be liable and responsible for all injury or damage done by the vehicle in the driver's charge.

In addition, no person shall, while in the Cemetery:

- a. Drive a vehicle in excess of 15 miles per hour on any Cemetery road;
- b. Drive off the established roads unless permission to do so is given by the Sexton;
- c. Drive an unlicensed motorcycle, a snowmobile, an all-terrain vehicle, or a motor-powered bicycle within the Cemetery grounds;
- d. Make any unnecessary noise, such as loud talking, yelling, whistling or the blowing of horns;
- e. Play loud music in the Cemetery, other than ceremonial music;
- f. Cause any vehicle to be within the Cemetery grounds except during the hours established for the Cemetery grounds to be open;
- g. Bring any dog or cat into the Cemetery unless said animal is at all times kept inside a fully enclosed motor vehicle; or
- h. Participate in any scheduled recreational event, by operating a bicycle or otherwise.

Section 11-611. Visitor Hours.

As a general rule, the Cemetery shall be open to the public every day of the year between the hours of sunrise and sunset unless posted differently. However, the Sexton and/or Cemetery Commission may, in their reasonable discretion, extend or shorten these hours. No person shall be permitted to enter the Cemetery grounds other than during the above hours except by special permission of the Sexton.

Section 11-612. Plantings and Decorations.

To create and preserve the maximum beauty of the entire Cemetery, the following rules shall be observed:

- a. The City of Ishpeming reserves to itself the sole right to plant and maintain all permanent plantings within the Cemetery. Lot owners desiring special permanent planting on their lots shall make their request to the Sexton, who

may permit such planting to be done at the lot owner's expense; such planting shall immediately become the property of the Cemetery.

- b. ~~Bushes, shrubs or ornamental trees will be allowed limited growth, but may be trimmed or cut back by the City if they overhang another lot. All bushes must be no more than three (3) feet high and no more than two (2) feet in diameter.~~ As of January 1, 2019, no new bushes, shrubs, or ornamental trees are allowed. City staff may at its sole discretion trim or remove shrubs or trees as necessary.
- c. Winter decorations may be maintained on graves until May 1st, at which time they may be removed by Cemetery employees.
- d. Seasonal plantings are only permitted within two (2) feet of the perimeter of a monument, but may not encroach upon an adjacent lot. However, seasonal plantings may be removed at any time by the City.
- e. Rubbish, refuse and unused containers shall not be left on lots, but shall be placed in waste receptacles provided by the City. All compostable waste materials shall be placed at the edge of the nearest accessible row. The City reserves the right to remove all floral designs, flowers, trees, shrubs, plants, or herbage of any kind, whether real or artificial, from the Cemetery as soon as, in the judgment of the Sexton, they become unsightly, dangerous, detrimental to Cemetery maintenance or upkeep, or diseased, or when they do not conform to the decorum of the Cemetery.
- f. Benches not permanently attached to monuments are prohibited.

Section 11-613. Monuments.

- a. Every monument shall be centered and placed at the head of a lot. ~~No more than one monument shall be erected on a lot.~~ If an additional monument is placed on the lot, it must be centered over the graves it represents. See Annual Fee Schedule for cost of placing an additional monument on a lot.
- b. No monument shall be placed upon any lot unless such lot purchase has been paid for in full.
- c. Every monument shall be placed on a foundation of cast-in-place concrete of not less in width and length than the base of the monument to be installed thereon, and at a depth of and in accordance with the monument manufacturer's foundation requirements. The funeral home or entity installing a monument shall furnish to the Cemetery Sexton the monument manufacturer's foundation requirements prior to foundation installation.
- d. The upper surface of the foundation for a monument shall be placed not more than two inches below the grade of the lot.
- e. All materials used in the construction of any foundation or monument may be inspected by the Sexton. All construction and installation relative to foundations or monuments must be performed during the regular City working hours, and all such construction and installation must be performed with the approval of the Sexton.

- f. No monument may encroach upon an adjacent lot.

Section 11-614. Markers.

- a. A marker shall consist of one piece and shall not be less than 14 inches nor more than 28 inches in width, nor less than 8 inches nor more than 16 inches in length.
- b. ~~From and after January 1, 2012,~~ no new above ground markers shall be permitted in any new blocks beginning January 1, 2019. All markers installed in any new blocks beginning January 1, 2019 ~~on or after January 1, 2012,~~ shall be flush with the final grade of the grave space.
- c. No marker may encroach upon an adjacent lot.

Section 11-615. Materials for Monuments and Markers.

No material except granite, marble, cut stone from a recognized monument quarry, or standard bronze shall be used for markers or monuments. Bronze may be used for a monument only if attached to a cement or granite base.

Section 11-616. Niche Identification.

- a. A bronze plaque identifying the family name or names may be attached to the face of a niche, in such manner as approved by the Sexton. No other attachment or marker shall be attached to a niche.

Section 11-617. Sexton Authority.

- a. The Sexton and subordinates of the Sexton are expected to see that the provisions of this Ordinance are observed. No burials or interment shall be made on Saturdays, Sundays, or on City holidays, except by order of the Sexton. No interment equipment except that provided or approved by the City shall be used. Workers engaged in the vicinity of a burial shall suspend their labors during services at a grave or services at a niche.
- b. Any section or part of the Cemetery may be declared closed to the public by the Sexton at any time, and for any interval of time, either temporarily or at regular and stated intervals (daily or otherwise), or merely to certain uses as the Sexton shall find reasonably necessary.
- c. The Sexton shall have the power to make, from time to time, such reasonable rules and regulations, not inconsistent herewith, as are necessary to manage, use, preserve, and govern Cemetery property and activities. All such rules and regulations issued by the Sexton shall be in writing, shall be approved by the City Manager, and shall be posted at the Cemetery office, with a copy filed with the City Clerk.
- d. Any person found violating any provision of this ordinance or any rules adopted pursuant to this ordinance may be ejected from the Cemetery, in addition to any other penalties imposed by law.

Section 11-618. Interment Requirements.

- a. No interment shall take place until and unless:
 - i) the lot, grave space, or niche purchase fee and the interment fees have been paid; and
 - ii) this Ordinance has been complied with; and
 - iii) a burial permit has been issued and approved by the City.
- b. Upon payment of the purchase price for a lot, grave space, or niche, the purchaser shall receive a deed. No partial payments will be accepted.
- c. The City shall not be liable or responsible for:
 - i) Any information provided to the City in a burial permit;
 - ii) Any mistake or error in the identity of remains or cremains to be interred; or
 - iii) The condition of any remains or cremains to be interred.
- d. Funeral directors making arrangements for interment shall be responsible for payment of all lot and niche purchases, and payment of all interment fees, if not paid by the lot or niche owner or agent.
- e. If the deceased to be interred is not an owner as shown on the deed, written consent of an owner or authorized agent must be filed with the City before interment.
- f. The City and its agents and employees shall not be held responsible or liable for errors in location of interment on lots arising from instructions by lot owners. Orders from funeral directors shall be construed as orders from lot owners.
- g. No grave space or niche shall be opened for interment except by an employee of the City, and upon a written work order.
- h. No vaults or other materials shall be delivered to the Cemetery on Saturday, Sunday, or City observed holidays except by order of the City Manager or Sexton. Funeral directors shall arrange the time of a burial so that Cemetery workers can complete interment by 2:30 p.m.
- i. A vault shall be compulsory for burial of all remains. An urn shall be compulsory for the interment of all cremains.
- j. The number of remains placed in a grave space is limited to one, except that the remains of a child may be simultaneously interred with a parent in the same grave space.
- k. The number of cremains placed in one grave space is limited to three, and no additional cremains or remains will be allowed in that grave space. No more

than three flush markers will be permitted on one grave space.

- l. A grave space may include one remains and not more than two cremains.
- m. The number of cremains in a niche is limited to two. Cremains in a niche must be placed in an urn.

Section 11-619. Disinterment.

- a. Disinterment and removal of remains or cremains shall not be made without notice in writing to the Sexton, and the permission in writing of the lot owner or next of kin of the deceased. Graves shall not be opened for inspection except for official investigation by proper legal proceedings.
- b. After the close of any funeral service at the grave and after the placing of a casket in the vault, it shall not be permissible for anyone to open the casket or to touch the remains therein without the consent in writing of the legal representative of the deceased or a court order for that purpose.
- c. The City shall exercise due care in making a disinterment, but it shall assume no liability for any damage to any casket or vault incurred in making the disinterment.
- d. The same restrictions set forth above for disinterment and removal of remains shall apply to the removal of an urn or container from a niche.

Section 11-620. Burial Customs.

This Ordinance is not intended to violate any burial customs of any religion, and where any contradictions exist, exceptions to this Ordinance may be permitted by the Sexton.

Section 11-621. Interment Restrictions.

- a. All lots shall be sold subject to the terms and provisions in this Ordinance, and the deed to the lot shall so state. No lot shall be used for any purpose other than the interment of human remains or cremains and the placing of appropriate memorials. Interment of the remains of any person other than an owner of a lot will be permitted only after written consent of an owner or authorized agent has been filed with the City. Burial lots are exempt from tax and cannot be seized on execution.
- b. No indigent buried at public expense shall be buried in any lot unless such indigent shall be a resident of the City of Ishpeming.
- c. No niche shall be used for any purpose other than the interment of human cremains. Interment of the cremains of any person other than the owner of a niche or a member of the immediate family will be permitted only after the written consent of the owner or owner's agent or representative has been filed with the City. Niche spaces are exempt from tax and cannot be seized on execution.

Section 11-622. Transfer of Lot, Grave Space, or Niche.

- a. No lot, grave space, or niche shall be exchanged, transferred, or assigned except upon surrender of the original deed to the City with written instructions from the owner. If the original deed is lost, the owner shall notify the City in writing at the time the request for transfer is made.
- b. Once cremains are interred in a niche, the niche may not be exchanged, transferred or assigned.
- c. If transfer, exchange, or assignment of a lot, grave space, or niche is made back to the City, such lot, grave space, or niche shall become the sole property of the City and subject to resale by the City.

Section 11-623. Resident Rates - See Annual Fee Schedule adopted by the Ishpeming City Council.

a. ~~Interment or Disinterment~~

	April 1-November 30	December 1-March 31
Casket	\$650.00	\$1,300.00
Urn in Ground	250.00	500.00
Urn in Niche	No charge	No charge

b. ~~Disinterment and Reinterment~~
~~(Transfer within Cemetery)~~

	April 1-November 30	December 1-March 31
Casket	\$1,300.00	\$2,600.00
Urn in Ground	500.00	1,000.00
Urn in Niche	No charge	No charge

c. ~~After 3:00 p.m. weekdays and Saturdays. The following fees in addition to the fees set forth at Sections 11-623(a) and 11-623(b) above.~~

Casket	\$450.00
Urn in Ground	\$150.00
Urn in Niche	\$ 50.00

d. ~~Sundays and Holidays. The following fees in addition to the fees in Sections 11-623(a) and 11-623(b) above.~~

Casket	\$600.00
Urn in Ground	\$200.00
Urn in Niche	\$100.00

Section 11-624. Non-resident Rates See Annual Fee Schedule adopted by the Ishpeming City Council.

a. ~~Interment or Disinterment~~

	April 1-November 30	December 1-March 31
Casket	\$1,300.00	\$1,950.00

Urn in Ground	500.00	750.00
Urn in Niche	No charge	No charge

~~b. Disinterment and Reinterment
(Transfer within Cemetery)~~

	April 1-November 30	December 1-March 31
Casket	\$2,600.00	\$3,900.00
Urn in Ground	1,000.00	1,500.00
Urn in Niche	No charge	No charge

~~e. After 3:00 p.m. weekdays and Saturdays, the following fees in addition to the fees set forth at Sections 11-624(a) and 11-624(b) above.~~

Casket	\$450.00
Urn in Ground	\$150.00
Urn in Niche	\$ 50.00

~~d. Sundays and Holidays. The following fees in addition to the fees set forth in Sections 11-624(a) and 11-624(b) above.~~

Casket	\$600.00
Urn in Ground	\$200.00
Urn in Niche	\$100.00

Section 11-625. Fee Schedule for Purchase of Lots and Niches and Perpetual Care.
See Annual Fee Schedule adopted by the Ishpeming City Council.

~~a. Purchase of Lots and Niches.~~

Lot Size	Resident	Non-Resident
1 grave space	\$ 275.00	\$ 550.00
2 grave spaces	550.00	1,100.00
3 grave spaces	825.00	1,650.00
5 grave spaces	1,375.00	2,750.00

Niche	Resident	Non-Resident
Bottom Row	\$800.00	\$1,500.00
Second Row	\$850.00	\$1,600.00
Third Row	\$900.00	\$1,700.00
Top Row	\$950.00	\$1,800.00

~~b. Purchase of Perpetual Care.~~

Perpetual Care	Resident	Non-Resident
Niche	\$ 275.00	\$ 550.00
1 Grave Space	275.00	550.00
2 Grave Spaces	550.00	1,100.00
3 Grave Spaces	825.00	1,650.00
5 Grave Spaces	1,375.00	2,750.00

Section 11-626. Fee Schedule for Special Services.

~~These charges shall be added to Sections 11-623 and 11-624 when these services are~~

~~requested or conducted.~~ Charges for special services are listed in the Annual Fee Schedule adopted by the Ishpeming City Council.

<u>Graveside Service</u>	<u>Resident</u>	<u>Non-Resident</u>
Tent, greens, lowering device, and chairs	\$200.00	\$400.00
Greens, lowering device, and chairs	90.00	180.00
Greens, lowering device	65.00	130.00
Lowering device	40.00	80.00

Section 11-627. Resident Indigent Fee.

Indigent fees for grave spaces and burial will be the amount paid by the Department of Social Services for Marquette County or the State of Michigan, whichever agency is involved in the burial arrangements by the funeral director.

Section 11-628. Penalty.

Any person who shall violate any of the provisions of this ordinance shall be guilty of a misdemeanor, and upon conviction shall be punished by a fine of not more than One Hundred (\$100.00) Dollars or by imprisonment in the Marquette County Jail for a period not to exceed ninety (90) days, or by both such fine and imprisonment.

Amended: November 3, 1976
Amended: May 4, 1977 (Section 11-631)
Amended: December 21, 1981
Amended: August 8, 1984
Amended: August 9, 1989
Amended: March 17, 1993
Amended: December 15, 1993
Amended: November 8, 1995
Amended: September 17, 1997
Amended: March 7, 2001
Amended: August 7, 2002
Amended: October 9, 2002
Amended: May 11, 2005
Amended: April 5, 2006
Amended: December 6, 2006
Amended: January 9, 2008
Amended: August 6, 2008
Amended: January 7, 2009
Amended: March 7, 2012
Amended: , 2018

ORDINANCE NO. 4-400

AN ORDINANCE PROVIDING FOR THE DISPOSAL OF SOLID WASTE
AND FOR ABATEMENT OF ACCUMULATIONS

THE CITY OF ISHPEMING ORDAINS:

Section 4-401. As used in this Ordinance, the following terms shall be defined as follows:

- (a) "Solid Waste" shall mean garbage; trash; offal; dead animals; manure; animal feces; human feces; paper; cans; cardboard; metal, plastic and glass cans, bottles and food containers; straw; swill; partial or unwholesome meat or food; decayed vegetables; and all other rubbish or refuse. Solid waste shall not include furniture, construction debris, building materials, roofing materials or used shingles, machinery, or any item identified in Section 4-406 below.
- (b) "Garbage" shall mean all accumulation of animal, fruit, or vegetable matter that attends the preparation, use, cooking, disposal of or working of meat, fish, fowl, or vegetables, and any other food materials.
- (c) "Designated Container" shall mean:
 - i) A metal container with a tight fitting cover, not exceeding ten (10) cubic yards in volume, designed to hold trash or refuse, commonly referred to as a "dumpster", and capable of being emptied or dumped by mechanical or hydraulic means; or
 - ii) A metal or high impact plastic can with a tight fitting cover, not exceeding 60 gallons in volume, with at least two (2) handles capable of being emptied or dumped by hand.
- (d) "Plastic Bag" shall mean a plastic container capable of being folded (when empty) flat, with a thickness of at least .85 mils, which when filled shall not exceed a capacity of 50 gallons, or six bushels.
- (e) "Person" shall mean each and every natural person, firm, company, corporation, L.L.C., association or partnership.
- (f) "Contractor" shall mean ~~North Country Disposal~~ whoever is the current contractor.
- (g) "Contract" shall mean the Residential Garbage and Refuse Collection Agreement between the City of Ishpeming and Contractor, dated January 1, 2011, and all amendments or modifications thereto.
- (h) "Residential Solid Waste" shall mean solid waste generated by every single family home, residential duplex, residential condominium, and apartment house with not more than ~~four (4)~~ two (2) apartments.
- (i) "Commercial Solid Waste" shall mean solid waste and every other kind of waste material generated by every premises, building, or property that does not fall within the definition of residential solid waste. Commercial solid waste shall also include solid waste generated by all apartments in a building that also

generates or could generate commercial solid waste.

- (j) "Recyclable Solid Waste" shall mean residential solid waste as defined and published by the Marquette County Solid Waste Management Authority, consisting only of newsprint, paper, corrugated cardboard, clear glass, plastic milk jugs and plastic bottles, tin cans, plastics #1 (Polyethylene Terephthalate) and plastics #2 (High Density Polyethylene) and catalogs and magazines. All plastic, glass, and tin can food containers must be washed and cleaned.
- (k) "Landfill" or "Authority Landfill" shall mean the landfill operated by the Marquette County Solid Waste Management Authority.

Section 4-402. It shall be unlawful for any person to deposit, throw, or place any solid waste in any street, alley, sidewalk, public building, Public Park, or any other public place in the City of Ishpeming.

Section 4-403. It shall be unlawful for any person to place any solid waste outside of any home, building, or structure in the City of Ishpeming, or on public or private property, for purposes of storage, unless such solid waste is placed and kept in a designated container.

Section 4-404. It shall be unlawful for any person to place, deposit, or permit to be deposited in an unsanitary manner upon public or private property within the City or in any area under the jurisdiction of the City, any human or animal feces, garbage, or other objectionable waste.

Section 4-405.

- (a) Notwithstanding the above provisions in this Ordinance, on the day of garbage pickup only, it shall be lawful for a person generating residential solid waste to place solid waste in a metal, high impact plastic, or rubber can, not exceeding 60 gallons in volume, with two handles and a tight fitting cover, or in a plastic bag for pickup. If a plastic bag is used on the day of pickup, it must:
- i) be placed at curbside or in the usual pickup area not earlier than 6:00 a.m. on the day of the regularly scheduled pickup; and
 - ii) not exceed a weight of 60 pounds, and be tied or secured so that the contents will not spill out; and
 - iii) be capable of being picked up by the Contractor's sanitation crew without splitting or tearing.
- (b) Notwithstanding the above provisions in this Ordinance, on the day of garbage pickup only, it shall be lawful for a person generating residential solid waste to place recyclable solid waste at curbside for collection pursuant to the Marquette County Solid Waste Management Authority guidelines. All such recyclable solid waste shall be placed in separate containers so that the contents thereof are visible. Newsprint, catalogs, and magazines shall be bound or bagged in paper bags. Corrugated cardboard shall be flattened and bound for pickup.

Section 4-406.

- (a) The Contractor hired by the City to collect solid waste on a weekly basis shall be required to collect all residential solid waste.
- (b) The Contractor hired by the City to collect solid waste on a weekly basis shall not be required to collect any commercial solid waste.
- (c) The owner of every premises, building, business, or property that generates commercial solid waste shall be required to dispose of all such solid waste under separate contract or agreement with a State licensed solid waste carrier or hauler.
- (d) The City shall not be responsible, either directly or indirectly, under its Contract with the Contractor, to pick up, collect, or transport any commercial solid waste.
- (e) Commercial solid waste shall not be placed or deposited in any designated container owned, leased by, or used by the City under the City Contract with Contractor. This means that all dumpsters supplied by Contractor to the City shall not be available for the disposal of commercial solid waste.
- (f) Commercial solid waste may only be deposited into a designated container owned or leased by the person, firm, or entity generating such solid waste, and such designated container may not be placed at curbside for collection by Contractor during Contractor's normal residential pickup in the area.
- (g) No person generating residential solid waste may transfer or dispose of any such residential solid waste directly at the Marquette County Solid Waste Management Authority Landfill.
- (h) A person generating roofing debris or used shingles may directly dispose of same at the Landfill on receipt of a Landfill Permit issued by the City and payment of a fee or deposit if required, see Annual Fee Schedule as adopted by the Ishpeming City Council for rate.
- (h) ~~For the purposes of enforcement of the provisions in this Section 4-405, and in addition to the civil and criminal penalties set forth at Sections 4-409 and 4-410 of this Ordinance, every person, firm or corporation that violates any of the provisions of this Section 4-405 shall pay an administrative fee to the City in the amount of Five Hundred (\$500.00) Dollars per violation. This administrative fee is not intended to be a penalty, but is intended to reimburse the City for its direct and indirect costs, including personnel costs, incurred in the investigation and prosecution of violations of this Section 4-405. The administrative fee shall be billed to the person, firm, or corporation responsible therefore, and if such administrative fee is not paid within thirty (30) days after being billed, the administrative fee shall be a lien against the property where such violation occurred and enforced under the provisions of Section 4-409 of this Ordinance.~~

Section 4-407.

It shall be unlawful for any person within the City of Ishpeming to place for solid

waste collection any grass clippings, leaves, tree parts or branches, tires, television sets, computers, petroleum products, shingles, roofing materials, concrete, sand, gravel, construction or demolition debris, building materials, automobile parts, batteries, bodies, frames or motors; truck parts, batteries, bodies, frames or motors; hazardous waste [as defined under State law at M.C.L.A. Section 324.11103; hazardous substance (as defined under State Law at M.C.L.A. Section 286.452); toxic substance; human body waste; sewage, sanitary sewage; industrial sludge or chemicals; furniture, appliances, carpeting, mattresses, box springs, or similar discarded chemicals, household materials; ~~white goods~~, including but not limited to stoves, refrigerators, water heaters, clothes washers or clothes dryers; or any substance which is or may be hazardous to the health of the sanitation crews, or to deposit or place any of said items in or on any street, sidewalk, alley, or other public or private property.

Section 4-408.

- (a) Regular Collection Schedule: Residential solid waste will be picked up by Contractor from each residence in the City one (1) time per week, in accordance with a collection schedule adopted and promulgated by Contractor pursuant to the Contract. The rates and fees for the regular collection schedule shall be those set forth at Section 4-408 herein.
- (b) Special Collection Schedule: Pursuant to the Contract, any person who generates residential solid waste or any other kind of waste material may contract directly with the Contractor for the pickup and disposal of such items. The Contractor shall make available drop-off containers (dumpsters) for residential customers. These containers may be placed for ten (10) days maximum. At the end of the period, Contractor shall transport and dispose of the contents at the Authority Landfill. The resident who requested the drop-off container shall pay for all drop-off/pickup/rental fees of the drop-off container, as well as all Landfill Authority disposal costs.

Section 4-409.

- (a) There is hereby established a rate charge, ~~of \$11.20 per month~~ for each single family home in the City of Ishpeming, for the availability of residential solid waste and garbage disposal services, see Annual Fee Schedule as adopted by the Ishpeming City Council for rate.
- (b) There is hereby established a rate, ~~charge of \$11.20 per month~~ for each separate living unit in multiple family structures, such as duplexes, condominiums, and apartment houses with not more than ~~four (4)~~ two (2) units, for the availability of residential solid waste and garbage disposal services, see Annual Fee Schedule as adopted by the Ishpeming City Council for rate.
- (c) In addition to the above charges, every person that may lawfully haul solid waste directly to the Marquette County Solid Waste Management Authority Landfill and for which the City is billed directly by the Authority, shall be billed the same amount by the City, plus a permit application fee, see the Annual Fee Schedule as adopted by the Ishpeming City Council for rate. ~~plus an additional amount equal to 10% of the Landfill charges or a maximum of \$10.00, whichever is less, as an administrative billing fee,~~ so that the City is fully reimbursed by each such user.

- (d) The fees and charges ~~established herein under~~ referred to in subsections (a) and (b) above and located in the Annual Fee Schedule shall be billed to and paid by the person responsible for the water or sewer bills to the premises. Such fees and charges may be billed on a monthly basis, and such billing may be combined with any other utility bill sent by the City. If the premises is not served by City water or sewer service, the owner of the premises shall be responsible for the fees and charges established herein.
- (e) The users of solid waste and garbage disposal services or those responsible to pay for the ~~such~~ services under this ordinance ~~shall pay their bills to the City Treasurer within twenty-five (25) days after the billing date. Any bill paid more than twenty-five (25) days after the billing date shall be considered a delinquent bill, and a penalty of 5% per month shall be added to and collected on each delinquent bill.~~ shall pay their bills to the City Treasurer within twenty-five (25) days after the billing date shown on their bills. Any bill not paid within twenty-five (25) days after the billing date shall be considered a delinquent bill, and a penalty as stated in the Annual Fee Schedule shall be applied and collected on each delinquent bill per month.
- (f) If a residential premises has been destroyed or is rendered unsuitable for use as a result of fire, windstorm, or other catastrophe, such premises shall not be charged a fee for the availability of solid waste and garbage disposal services.

Section 4-410. In addition to the ~~civil~~ criminal penalties provided herein for a violation of this ordinance, the City of Ishpeming shall have a lien upon each premises, lot, parcel, structure, house or building which receives solid waste or garbage disposal services from Contractor or with respect to which such service is available. And each premises, lot, parcel, structure, house or building from which waste is generated and lawfully hauled by the owner or sub-contractor or representative of these parties, to the Marquette County Landfill. The lien created herein may be enforced by the City in the manner prescribed by the general laws of the State of Michigan for the enforcement of tax liens, and all such delinquent fees or charges shall be added to the delinquent tax rolls with respect to the real property (or personal property if the structure is on leased land). Upon entry of such delinquent fees and charges upon the delinquent tax rolls, the collection thereof shall in all respects be governed by the provisions of the general laws of the State of Michigan for the collection of delinquent taxes.

Section 4-411. Violation of any term or provision of this Ordinance shall be a civil infraction ~~misdemeanor~~, punishable by a fine as set forth in the Annual Fee Schedule. ~~of not more than One Hundred (\$100.00) Dollars, or by imprisonment in the County Jail for a term not exceeding ninety (90) days, or by both such fine and imprisonment.~~

Section 4-412. Contractor's sanitation crews shall not be required to pick up any residential solid waste stored, maintained, deposited, or disposed of contrary to the provisions of this Ordinance.

Section 4-413. This Ordinance shall take effect upon publication.

Adopted: October 9, 1985

Amended: June 13, 1990
Amended: July 11, 1990
Amended: July 18, 1990
Amended: December 5, 1990
Amended: January 15, 1992
Amended: November 4, 1992
Amended: September 4, 1996
Amended: October 8, 1997
Amended: November 6, 2002
Amended: October 8, 2003
Amended: November 8, 2006
Amended: October 3, 2007
Amended: May 7, 2008
Amended: January 7, 2009
Amended: April 8, 2009
Amended: December 16, 2009
Amended: December 15, 2010
Amended: November 6, 2013
Amended: April 13, 2016
Amended:

AN ORDINANCE TO REGULATE THE ISSUANCE, DENIAL, AND REVOCATION
OF LICENSES FOR SECONDHAND DEALERS AND JUNK DEALERS

THE CITY OF ISHPEMING ORDAINS:

Section 1. Purpose. This Ordinance is enacted for the purpose of defining the powers of the Mayor of the City of Ishpeming and to establish standards for the issuance, denial, and revocation of a license under the provisions of M.C.L.A. §445.401, et. seq.

Section 2. Definitions. All terms used herein, unless otherwise indicated, shall have the same meaning as set forth in M.C.L.A. §445.401, et. seq., a statute regulating secondhand dealers and junk dealers.

Section 3. Application for Secondhand Dealer or Junk Dealer License. Every person, corporation, co-partnership, or firm required to be licensed under M.C.L.A. §445.401, et. seq., shall submit an application for a license to the Chief of Police of the City of Ishpeming. The application shall be signed by the applicant, and shall contain the following information, all of which shall be required before the application shall be considered administratively complete:

- i) Name of applicant.
- ii) Proof of name of applicant (if a corporation, proof of corporate existence from the State of Michigan); if an individual, a birth certificate or driver's license.
- iii) Copy of current driver's license of the applicant and every person with an ownership interest in the business, or other valid identification with a current photograph of the applicant and all owners. If the applicant is a co-partnership, a valid photographic identification shall be submitted for each partner.
- iv) The principal address of applicant. If the applicant is an individual, the home address of the applicant shall be disclosed.
- v) The address in the City of Ishpeming where applicant intends to do business.
- vi) ~~Social security number or taxpayer identification number of the applicant.~~
- vii) ~~The full name, address, and social security number of every person who holds an ownership interest in the business.~~
- viii) ~~A list of all addresses where the applicant, and every person with an ownership interest in the business, has done business of any kind within the prior five (5) years.~~
- ix) ~~A list of each misdemeanor conviction within the prior ten (10) years of applicant, every person with an ownership interest in the business, every person who will control the business, every person who will manage the business, and every person who will provide financing for the business. The list shall identify the nature of the offense, the complete address and phone number of the court where the conviction occurred, and the case file number.~~

- x) ~~A list of each felony conviction within the prior ten (10) years of applicant, every person with an ownership interest in the business, every person who will control the business, every person who will manage the business, and every person who will provide financing for the business. The list shall identify the nature of the offense, the complete address and phone number of the court where the conviction occurred, and the case file number.~~
- xi) ~~A complete set of fingerprints of the applicant and every person with an ownership interest in the business. In the case of a corporate applicant, a complete set of fingerprints shall be submitted for each corporate officer.~~
- xii) ~~The name, address, and social security number of every person who will control the business, manage the business, or who will provide financing for the business.~~
- xiii) ~~A statement disclosing whether the applicant, any business owned or controlled by the applicant, or any member of the family of the applicant over the age of 18 years and within the second (2nd) degree of consanguinity or affinity has been in possession or receipt of stolen goods or property within a period of five (5) years prior to the date of the application. This information shall be disclosed solely for purposes of the grant or denial of a license under this Ordinance, and may not be used for any other purpose.~~

Section 4. Application Fee. The **initial** application shall be accompanied by an application fee **as set forth in the City's Annual Fee Schedule** in the amount of One Hundred (\$100.00) Dollars, to cover the reasonable costs of investigation of the applicant and issuance and administration of the license. **Renewal applications shall be required one year from the date of issuance of the license and shall be accompanied by the renewal application fee as set forth in the City's Annual Fee Schedule.**

Section 5. Background Check. Upon receipt of an administratively complete application and the application fee, the Chief of Police shall conduct a background check of the **owner** applicant, ~~all persons with an ownership interest in the business, and all persons who will control the business, manage the business, or who will provide financing for the business.~~ The background check shall be completed within thirty (30) days after the date the application is filed and the application fee is paid to the Chief of Police.

Section 6. Report to Mayor. ~~The Chief of Police shall prepare a report to the Mayor summarizing the results of the background check. The report shall identify all misdemeanor and felony convictions of the applicant, every person with an ownership interest in the business, and every person who will control the business, manage the business, or who will provide financing for the business.~~

Section **6** 7. Grant or Denial of License.

- a) If the report from the Chief of Police **approves the application** ~~discloses no felony or misdemeanor convictions identified in Section 7(b) against the applicant, all persons with an ownership interest in the business, and all persons who will control the business, manage the business, or who will provide financing for the business,~~ the Mayor shall grant the license. The license shall be for a period of one (1) year from the date of issuance, unless sooner revoked for cause, and is not transferable.

~~b) If the report from the Chief of Police discloses that the applicant, any person with an ownership interest in the business, or any person who will control the business, manage the business, or who will provide financing for the business has been convicted of a misdemeanor or a felony within the prior ten (10) years involving or relating to any of the following, the Mayor shall deny the issuance of a license:~~

~~i) Theft;~~

~~ii) Robbery;~~

~~iii) Receipt, possession, or selling or disposing of stolen goods;~~

~~iv) Fraud;~~

~~v) Identity theft.~~

b) If the report from the Chief of Police discloses that the application contains false, fraudulent or misleading information, or omits any material information, the Mayor shall deny issuance of a license.

~~d) If the applicant, any business owned or controlled by the applicant, or any member of the family of the applicant over the age of 18 years and within the second (2nd) degree of consanguinity or affinity has been in possession or receipt of stolen goods or property within a period of five (5) years prior to the date of the application, the Mayor shall deny issuance of a license.~~

Section 7 8. Revocation of License. The Mayor may revoke any license issued under the terms of this Ordinance if:

~~a) Stolen property or goods are recovered from the licensed premises three (3) or more times, and on each occasion the licensee or the manager of the business or any employee of the business has failed to comply with the requirements of M.C.L.A. §445.404 or M.C.L.A. §445.405; or~~

a) The licensee or manager of the business or any employee of the business has failed to comply with any of the requirements of M.C.L.A. §445.404 or §445.405; or

b) It is determined that at the time the application for the license was submitted, any information on the application was false, fraudulent, or misleading, or the application omitted any material information; or

~~d) The applicant, any person having an ownership interest in the business, any person who controls the business, manages the business, or who provides financing for the business, or any employee of the business, or any officer of a corporate business, is convicted of any offense enumerated in or substantially similar to those enumerated in Section 7(b) above during the term of the license; or~~

c) There is a material change in any of the information included in the application for the license, and the applicant fails to notify the Chief of Police of the City of Ishpeming, in writing, of such change within fifteen (15) days after the date the change becomes effective. A material change in any of the information in the application includes, but is

not limited to, a change in ownership of the business or additional owner(s) coming into the business, ~~or a change in the management, control, or financing of the business.~~

- f) ~~Any person who acquires an ownership interest in the business, who becomes a manager of the business, who exercises control over the business, or who provides any financing for the business after a license is issued hereunder is convicted of any offense identified in Section 7(b).~~

Section 8 9. Penalty. A person who submits false, fraudulent or misleading information on an application for a license hereunder, or who omits any material information from the license application, shall be subject to a municipal civil infraction with the fee as established by Council in the Annual Fee Schedule. ~~guilty of a misdemeanor, punishable by a fine not to exceed Five Hundred (\$500.00) Dollars or by imprisonment in the Marquette County Jail for up to 90 days, or by both such fine and imprisonment. Any penalty imposed under this Section 8 9 may be in addition to or in lieu of license revocation under Section 7 8 of this Ordinance.~~

Section 9 10. Cumulative Remedies. The City of Ishpeming may pursue license revocation or criminal penalties, or both, in the enforcement of this Ordinance.

Section 10 11. Effective date.

Every person engaged in the business of a secondhand dealer or junk dealer in the City of Ishpeming as of the effective date of this Ordinance, and thereafter, shall be required to obtain a license under this Ordinance and to comply with all the terms and provisions of this Ordinance after said effective date. ~~Every secondhand dealer and junk dealer engaged in business in the City of Ishpeming as of the effective date of this Ordinance shall submit the application for a license required under Section 3 above to the Chief of Police of the City of Ishpeming not later than forty five (45) days after the effective date of this Ordinance; provided, however, that every such dealer shall be allowed to operate his or her existing business without a license until such time as the Mayor either grants a license or denies issuance of a license.~~

- b) ~~The amendments to this Ordinance adopted on August 6, 2008, shall not apply to any application for a license submitted to the Chief of Police of the City of Ishpeming on or prior to August 6, 2008, but shall apply to all applications for a license submitted to the Chief of Police of the City of Ishpeming thereafter. The amendments to this Ordinance adopted on September 3, 2008, shall apply to all applications submitted to the Chief of Police of the City of Ishpeming on or after August 6, 2008.~~

Adopted: July 9, 2008

Amended: August 6, 2008

Amended: September 3, 2008

Amended:



APPLICATION FORM FOR A LICENCE FOR SECONDHAND DEALERS AND JUNK DEALERS

☐ Initial Application-- Fee \$100

☐ Yearly Renewal Application -- Fee \$50)

Please print all information except where a signature is required.

1. Name of Applicant. _____
2. Type of Entity of Applicant (sole proprietorship, partnership, corporation, or LLC).

3. Proof of Name of Applicant. (Attach copy of certificate of incorporation, partnership agreement, and assumed name certificate. If applicant is an individual, attach copy of driver's license.)

(Identify type of proof being furnished)
4. Proof of name and identity of every person having an ownership interest in the business. (Attach copies of driver's licenses or other current photographic identification for each owner.)

(Identify type of proof being furnished for each owner)
5. Principal address of Applicant (home address if an individual).

6. Address of business to be located in the City of Ishpeming.

7. Full name, current address, and social security number of each person having an ownership interest in the business.

8. Federal tax identification number. _____
9. List of addresses where Applicant, and every person with an ownership interest in the business, has done business of any kind within the past five (5) years.

10. List of each misdemeanor conviction of Applicant, every person with an ownership interest in the business, and every person who will control the business, manage the business, or who will provide financing for the business, within the past ten (10) years:

Date	Offense Case No.	Court Address	Court Phone #

11. List of each felony conviction of Applicant, and every person with an ownership interest in the business, and every person who will control the business, manage the business, or who will provide financing for the business, within the past ten (10) years:

Date	Offense Case No.	Court Address	Court Phone #

12. Name, address, and social security number of every person who will control the business, manage the business, or who will provide financing for the business:

13. Has the Applicant, any business owned or controlled by the Applicant, or any member of the family of the Applicant over the age of 18 years and within the second (2nd) degree of consanguinity or affinity been in possession or receipt of stolen goods or property within five (5) years prior to the date of this Application?

Yes _____ No _____

Date: _____

Signature of Applicant

Printed Name of Person Signing Application

Date: _____

Signature of Applicant

Printed Name of Person Signing Application

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ORDINANCE NO. 3-900

AN ORDINANCE FOR THE REGISTRATION OF DEALERS IN PRECIOUS ITEMS

THE CITY OF ISHPEMING ORDAINS:

Section 3-901. This Ordinance is enacted pursuant to the provisions of Act No. 95 of the Public Acts of 1981 of the State of Michigan (hereinafter the "Precious Metal and Gem Dealer Act").

Section 3-902. All terms used herein, unless otherwise indicated, shall have the same meaning as set forth in the Precious Metal and Gem Dealer Act.

Section 3-903. A Dealer shall not conduct the business of buying or receiving any precious items in the City of Ishpeming unless the Dealer has obtained a valid Certificate of Registration from the Chief of Police of the Ishpeming Police Department.

Section 3-904.

- (1) A Dealer shall apply to the Ishpeming Police Department for a Certificate of Registration under the Precious Metal and Gem Dealer Act, and shall pay the fee set forth in the City's Annual Fee Schedule ~~a fee of Fifty (\$50.00) Dollars to~~ the Ishpeming Police Department at the time of filing the Application to cover the reasonable cost of processing and issuing the Certificate of Registration.
- (2) The form of the Application shall be as set forth on the Application for Certificate of Registration for Precious Item Dealer, a copy of which is appended to this Ordinance as Exhibit A.
- (3) The Application submitted by the Dealer shall be accompanied by a separate card for each employee or agent of the Dealer (including a card for the person who signs the Application) which contains the right thumb print of each employee or agent. The form of the card bearing the right thumb print of the employee or agent shall be as set forth on the form appended to this Ordinance as Exhibit B. Each employee or agent shall have his or her right thumb print placed on the card at the Ishpeming Police Station by an officer of the Ishpeming Police Department.
- (4) Within twenty-four (24) hours after hiring a new employee or agent, a Dealer shall forward to the Ishpeming Police Department the name and address of the new employee or agent, and the Dealer shall have the new employee report to the Ishpeming Police Department for purposes of completing the Exhibit B card and the thumb print registration of such new employee or agent.

Section 3-905. Upon receipt of the Application properly completed by the Dealer, and the ~~sum of Fifty (\$50.00) Dollars for the~~ Application fee, the Ishpeming Chief of Police shall issue a Certificate of Registration to the Dealer. The Certificate of Registration shall be applicable to the Dealer, and to all employees and agents of the Dealer who have submitted their Exhibit B cards to the Ishpeming Police Department, and the same Certificate of Registration number shall be used by all employees of the Dealer in executing all forms required under the Precious Metal and Gem Dealer Act.

Section 3-906. A person who fails to comply with the provisions of Section 3-904 through 3-905, inclusive, of this Ordinance shall be guilty of a misdemeanor, punishable by a fine set forth in the City's Annual Fee Schedule, ~~not to exceed One Hundred (\$100.00) Dollars,~~ or by imprisonment in the Marquette County Jail for a period not to exceed ninety (90) days, or by both such fine and imprisonment.

Section 3-907. This Ordinance shall become effective upon the publication thereof.

Adopted: December 21, 1981

Amended:



APPLICATION FOR CERTIFICATE OF REGISTRATION FOR PRECIOUS ITEM
DEALER

The undersigned hereby applies for a Certificate of Registration pursuant to the provisions of Act No. 95 of the Public Acts of 1981 of the State of Michigan (M.S.A. 19.720(1) et. seq.) and furnishes the following information:

Name of Business: _____

Address of Business: _____

If business is a partnership or corporation, state exact name of the entity, and if a corporation, identify state of incorporation.

Exact name of entity: _____

State of incorporation: _____

Name and home address of each employee or agent of the business, including applicant:

Relationship of applicant to the business (owner, partner, president, etc.) _____

Date: _____

Name of Applicant (Printed)

Name of Applicant (Signature)

ISSUANCE OF CERTIFICATE OF REGISTRATION

Certificate of Registration Number: _____

DATE ISSUED: _____

POLICE CHIEF SIGNATURE: _____

ISHPEMING POLICE DEPARTMENT

PRECIOUS METAL AND GEM
DEALER REGISTRATION CARD

BUSINESS: _____

DEALER: _____

CERTIFICATE NUMBER: _____

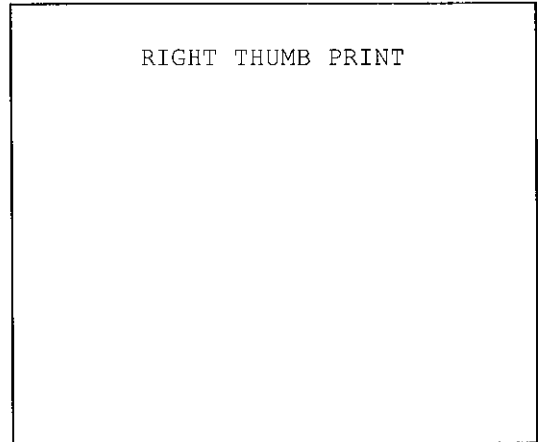
EMPLOYEE NAME: _____

EMPLOYEE SIGNATURE: _____

ADDRESS: _____

DATE OF BIRTH: _____

RIGHT THUMB PRINT

A large rectangular box with a thin black border, intended for a right thumb print. The text "RIGHT THUMB PRINT" is centered at the top of the box.

ORDINANCE NO. 10-500

AN ORDINANCE TO REGULATE THE CONTAINMENT OF FOWL AND OTHER ANIMALS
WITHIN THE LIMITS OF THE CITY OF ISHPEMING

THE CITY OF ISHPEMING ORDAINS:

Section 1. It shall be unlawful for any person to permit or allow any domesticated fowl to run at large within the limits of the city.

Section 2. It shall be lawful for any person to keep, permit or allow any fowl within the limits of the City under the following terms and conditions:

- a. No more than six (6) hens shall be allowed for each single-family dwelling. No birds shall be allowed in multi-family complexes, including duplexes.
- b. No roosters shall be allowed.
- c. There shall be no outside slaughtering of birds.
- d. All fowl must be kept at all times in a secure enclosure constructed at least two feet above the surface of the ground.
- e. Enclosures must be situated at least twenty (20) feet from the nearest neighbor's residence.
- f. Enclosures must be kept in a neat and sanitary condition at all times, and must be cleaned on a regular basis so as to prevent offensive odors.

Section 3. The above Section 2 is not intended to apply to indoor birds kept as pets, such as, but not limited to, parrots or parakeets.

Section 4. Fowl currently existing in the city shall not be "grandfathered" or permitted to remain after the effective date of this Ordinance; however, owners of the poultry will have ninety (90) days from the effective date to comply with this ordinance.

Section 5. This ordinance shall take effect upon legal publication.

Adopted:

18

1-2019

PERFORMANCE RESOLUTION FOR GOVERNMENTAL AGENCIES

This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipal utility an "Individual Permit for Use of State Highway Right of Way", or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the City of Ishpeming
(city, village, township, etc.)

hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the GOVERNMENTAL AGENCY is performed by a contractor, the GOVERNMENTAL AGENCY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the GOVERNMENTAL AGENCY. Failure of the GOVERNMENTAL AGENCY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the GOVERNMENTAL AGENCY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY.
4. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

5. The GOVERNMENTAL AGENCY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.
6. With respect to any activities authorized by a PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
7. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
8. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

Title and/or Name: _____

DPW Director _____

City Manager _____

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the _____
(Name of Board, etc)

of the City of Ishpeming of Marquette County
(Name of GOVERNMENTAL AGENCY) (County)

at a _____ meeting held on the _____ day

of _____ A.D. _____.

Signed _____ Title _____



2019 RATE AND FEE SCHEDULE

19

ASSESSING

Assessor Appraisal Cards	\$3.00 (no charge for property owner)
Neighborhood Enterprise Zone Application Fee (see Ordinance 7-600 on Page 8)	Initial Application - \$60.00 Transfer existing certificate to another party - \$30.00
Industrial Tax Abatements and Personal Property Tax Exemptions	Initial Application - \$60.00 Transfer existing certificate to another party - \$30.00
Obsolete Property Rehabilitation Act Program Tax Abatement	Initial Application - \$60.00 or actual cost Transfer existing certificate to another party - \$30.00

CARNEGIE LIBRARY

Replacement of lost Library card	\$2.00
Overdue Rates	Printed materials, CD's or Videos – \$.10/day per item ** Fines over \$5.00 must be paid before other materials can be checked out.
Minor damages to Library materials	<ul style="list-style-type: none"> • CD Holder - \$3.00 each
Maximum Library fines	<ul style="list-style-type: none"> • Hardcover books – replacement cost or \$25.00 if replacement cost is unavailable • Trade paperback books – replacement cost or \$15.00 if replacement cost is unavailable • Mass paperback books – replacement cost or \$10.00 if replacement cost is unavailable • Audio-Visual materials – replacement cost or \$25.00 if replacement cost is unavailable
Computer Printing or Photocopies	\$.25 per page (black) \$1.00 per page (color)
Movie Rental for (7) seven days	\$.50

FIRE DEPARTMENT

Fire Reports - \$10.00

False Fire Alarm Policy

No charge for the first false fire alarm per calendar year.

The building/property owner(s) will be charged for: \$100/hour (or fraction thereof for the first hour or less) for each piece of Fire Department apparatus dispatched to the false alarm. The current hourly rate plus FICA and Workers Comp for the first hour or fraction thereof for each Fire Department personnel answering the alarm. Charges after the first hour shall be billed in no less than one hour increments, at the above rates for fire apparatus and each Fire Department personnel responding.

PARKS AND RECREATION

Horseshoe Fees	\$40.00 per league team/season
Downhill Skiing	\$8.00 per day
Tube Slide	\$8.00 per day \$60.00 – Daily rate for 10 people
Tube Slide Group Rental Rates Monday through Sunday 5:30 p.m. – 8:30 p.m.	1-60 people - \$275.00 61+ people - \$375.00 \$100 cleanup bond for Teal Lake Lodge (refundable)
Sponsor the Tube Slide Rentals Saturday or Sunday Rentals from noon-5:00 p.m. (cannot prohibit public use of tube slide)	Saturday - \$1,200 Sunday - \$800
Cross-Country Rates	\$35.00 – season pass for adult \$25.00 – season pass for student \$80.00 – season pass for family \$7.00 – daily pass

	Resident	Non-Resident
Al Quaal Recreation Area Lodges (Al Quaal and Teal Lake)	\$150.00	\$200.00
Daily Rate	\$110.00	\$165.00
Cleanup Bond (refundable)	\$100.00	\$100.00
Al Quaal Restrooms		
Daily Rate	\$60.00	\$85.00
Cleanup Bond (refundable)	\$100.00	\$100.00
Al Quaal Pavilion/Ballfield		
• First two hours	\$60.00	\$85.00
• Each additional hour	\$10.00	\$15.00
• Cleanup Bond (refundable)	\$100.00	\$100.00
• Large event	\$450.00	\$450.00
Lake Bancroft Gazebo/Park		
Daily Rate	\$60.00	\$85.00
Cleanup Bond (refundable)*	\$100.00	\$100.00
Large events	\$450.00	\$450.00
*Renter responsible for cleanup before and after		

Baseball User Fees	\$350 per team per season
Tournaments and Concessions	\$200.00 per field/per event \$250.00 per field/per event (after September 1) \$100.00 cleanup bond (refundable)
Private Party Field Usage (not a regularly scheduled event, not associated with leagues)	\$30.00
Little League/Girls Softball	\$1,600 per year

PLANNING AND ZONING

Zoning Board of Appeals Public Hearings	\$225.00 non-refundable for residential requests \$325.00 non-refundable for commercial requests
Planning Commission Public Hearings	\$225.00 non-refundable for residential requests \$325.00 non-refundable for commercial requests
Zoning Compliance Permits	\$30.00 Residential \$60.00 Commercial
Alley or Street Vacations	\$225.00 non-refundable for residential requests \$325.00 non-refundable for commercial requests
Fence Permits	\$10.00

POLICE DEPARTMENT

Police reports	\$10.00
Breathalyzer tests (PBT)	\$5.00 per test
NSF Check Complaint Processing Fee	\$40.00 per complaint
Finger Prints	Ink - \$25.00 LiveScan - \$65.00
Liquor License Approvals	\$25.00 (Fee can be waived at discretion of the Chief of Police for special licenses converting to open license)
Serving of Eviction Papers	\$30.00

LAKE BANCROFT MEMORIAL WALKWAY

	4" x 8" Brick	12" x 12" Brick
One Brick	\$50.00	\$100.00
Two Bricks	\$90.00	\$180.00
Three Bricks	\$120.00	\$270.00

OTHER CHARGES

- City of Ishpeming Charter \$5.00 per copy
- Photocopy Charge \$.25 per page
- Bad Checks/Electronic Payment \$30.00 per NSF Check
- Dog Licenses

One Year	\$16.00 (\$8.00 if spayed or neutered)
Three Year	\$40.00 (\$20.00 if spayed or neutered)

- Freedom of Information Requests

Please refer to the City of Ishpeming, Freedom of Information Act Policy. Copy is available on the City website www.ishpemingcity.org or a paper copy is available at City Hall.

- West End Transfer Station Tickets
\$7.00** per ticket (up to 100 pounds)
\$5.00** per ticket – Tires normal size (without rim)
\$9.00** per ticket – Tires (with rims)

*** This fee includes a \$1.00 processing fee added to the transfer station rates.*

CITY ORDINANCES THAT RELATE TO RATES AND FEES

Ordinance 2-100: Discharge of Firearms

Permit Fee for indoor shooting range\$100.00

Ordinance 2-700: Inoperable Motor Vehicles

First Violation Civil Infraction\$100.00

Second Violation Civil Infraction\$500.00

Ordinance 3-400: Transient Photographers

License fee for transient photographers

Applicant\$20/day

Agent's\$5.00/day

Cash Bond.....\$500.00

Ordinance 3-500: Taxicabs

Taxi Cab License\$20.00

Taxi Cab Driver's License\$25.00

Ordinance 3-600: Bicycles

Bicycle Registration.....\$.50

Duplicate copy of registration\$.25

Ordinance 3-700: Carnivals, Circuses, Menageries, Transient Exhibitions

License for Carnivals, Circuses, Menageries, and Transient Street Exhibitions

○ **Circus**

▪ First Performance\$100.00

▪ Each Subsequent Performance\$50.00

○ **Equestrian Exhibit/Wild West Show**

▪ First Performance\$50.00

▪ Each Subsequent Performance\$25.00

○ **Other** - Each Performance\$25.00

Ordinance 3-900: Registration of Dealers in Precious Items

Registration Fee for Dealers of Precious Items\$50.00

Misdemeanor Fine (not to exceed)\$100.00

Ordinance 3-1100: Telecommunications Ordinance

Telecommunications Provider Permit\$500.00

Ordinance 3-1200: Second Hand and Junk Dealers

Initial Application Fee for Secondhand Dealer or Junk Dealer License\$100.00

Renewal Application Fee\$50.00

Municipal Civil Infraction (not to exceed).....\$500.00

Ordinance 3-1300: Permit and Regulate Mobile Food Vendors

Mobile Food Vendors Non-refundable License Fee\$100.00

(if vending on City and/or private property)

Licenses valid for the timeframe January 1 through December 31 of the following year.

Ordinance 4-400: Disposal of Solid Waste and Abatement of Accumulations

Solid Waste Disposal

- For Availability of Service:

Single Family Home.....\$17.20/month

Separate living units in multi-family housing..... \$17.20/month

With not more than (4 2) two four-units per unit

- ~~Every person and licensed solid waste hauler authorized to haul directly to landfill shall pay landfill fee plus administrative charge of an amount equal to 10% of the landfill charges or a maximum of \$10.00 whichever is less~~

Every person and licensed solid waste hauler authorized by the City to haul directly to the Marquette County Landfill shall pay the landfill fee plus a permit application fee as follows:

- Haulers

▪ Companies based within City Limits.....\$65.00/year

Annual permit which runs from January to December each year, pro-rated by full month for new applications throughout the years.

▪ Companies outside City Limits\$10.00/month

Plus a deposit of\$150.00

(to be applied against landfill fee for new haulers or previously delinquent accounts)

- Homeowners (a week long permit).....\$5.00

- Late payment penalty of 5% on each delinquent bill.

- Civil Infraction (not-to-exceed)\$200.00

- All outstanding bills/invoices must be paid in full prior to the issue of new permits.

Ordinance 4-500: Noxious Weeds and Miscellaneous Debris

Cutting long grass and noxious weeds\$200.00

(or cost of the time and materials, whichever is greater)

Ordinance 4-800: Charges for Fire Department Services Rendered at Vehicle Accidents

Fire Department Fees for Motor Vehicle Accident Services (including standby):

- \$100.00/hour (or fraction thereof for the first hour or less) for each piece of apparatus dispatched to accident. Current hourly rate plus FICA and Worker's Comp for the first hour or fraction thereof per fire person answering the alarm. Charges after the first hour shall be billed in no less than one hour increments, at the above rates.

Ordinance 4-1000: Charges for Fire Department Services Rendered at a Structure Fires

Fire Department services at a structure fire:

- \$100/hour for the first hour (or any part thereof) for each fire apparatus dispatched to the scene of a structure fire.
- \$100/hour for each hour (or any part thereof) for each fire apparatus at the scene after the first full hour.
- Current hourly rate plus FICA and Worker's Comp for the first hour (or any part thereof) for each employee dispatched to the scene of a structure fire.
- Current hourly rate plus FICA and Worker's Comp (or any part thereof) for each employee at the scene after the first full hour, to be billed in not less than one hour increments.

Ordinance 4-1100: Open Burning Without a Permit

Dispatching fire apparatus and personnel to extinguish open burning:

- \$100 per hour, per fire apparatus dispatched
- Current hourly rate plus FICA and Worker's Comp for each firefighter dispatched.

Ordinance 5-100: Parking on City Streets and Parking Lots

Overnight parking permit in City lots	\$25.00/month
Permit for contractors.....	\$5.00/week
	20.00/month

Fines:

Two hour violation.....	\$10.00
Occupy more than one space	\$10.00
Collection after 30 days for above.....	\$15.00
Overnight parking in parking lots from November 1 to April 30	\$50.00
Collection after 30 days	\$55.00
Parking more than 12 inches from curb	\$20.00
Collection after 30 days	\$25.00

Ordinance 5-200: Parking Violations

- Angle parking violations.....\$20.00
- Obstructing traffic.....\$20.00
- Prohibited Parking (signs unnecessary)
 - On sidewalk except November 1 – April 30 where not regularly cleared of snow
 - In front of public or private drive.....
 - Within intersection
 - Within 15 feet of hydrant.....
 - On crosswalk
 - Within 30 feet of any traffic sign or signal located at the side of a street
 - Within 20 feet of fire station entrance
 - Beside street excavation when traffic obstructed.....
 - Double parking
 - Within 200 feet of accident where police in attendance
 - In front of theater
 - Blocking emergency exit.....
 - Blocking fire escape
- In Prohibited Zone (signs required).....\$20.00
- In Handicapped Parking Spaces (signs required).....\$50.00
- Night parking(1:00-6:00 a.m., November 1 – April 30)
- Collection after 30 days.....\$55.00
- Night parking in a City-owned designated parking lot without a permit or with an expired permit.....\$50.00
- Collection after 30 days.....\$55.00
- Illegal day parking in City Hall parking lot
- In alley (except loading and unloading).....\$20.00
- Parking for certain prohibited purposes:
 - Displaying vehicle for sale

▪ Working or repairing vehicle	\$20.00
▪ Display advertising.....	\$20.00
▪ Selling Merchandise	\$20.00
▪ Over 48 hours	\$20.00
○ Bus Stop (signs required).....	\$20.00
○ Failure to set brake, turn wheels, or remove ignition key	\$20.00
○ Parking where no other fine is specified	\$20.00
<u>Ordinance 5-500: Operation and Parking upon Property of the Ishpeming Board of Education</u>	
Ishpeming School District no parking zones	\$20.00
<u>Ordinance 5-800: Operation of Certain Vehicles on Snowmobile Route</u>	
Reclaim possession of motor vehicle, motorcycle, three-wheeled motor vehicle, Four-wheeled motor vehicle, or moped operated on the Snowmobile trail	
Storage and Handling Fee.....	\$50.00
<u>Ordinance 6-401: Fees and Charges for Removal of Snow and Ice</u>	
Removal of snow placed improperly onto City Right of Way	
○ Truck load using bucket loader	\$50.00
○ Truck load using sno go	\$90.00
○ By hand or using hand implements.....	\$25.00/hour Per employee
<u>Ordinance 7-400: Registration of Residential Rental Dwelling Units</u>	
Late rental registration fee	\$50.00 per Rental dwelling unit
<u>Ordinance 7-500: Inspection of Residential Rental Dwelling Units</u>	
Initial Inspection	\$100.00/unit
Renewal Inspection (including one follow-up)	
○ 1-2 Units (Inspected at the same time and location).....	\$85/unit
○ 3-10 Units (Inspected at the same time and location).....	\$80/unit
○ 10+ Units (Inspected at the same time and location).....	\$75/unit
○ Re-inspection (following second failure)	\$70.00/unit
Failure to pay fee for initial/renewal inspection or re-inspection	
○ Base fee plus \$10.00/unit for 1 st 10 days late;\$10.00/unit for every subsequent 10 days until paid	
Appeal Fee for appeal to Housing Appeals Board	\$25.00
<i>(Fees for tenants may be waived by the City Manager upon demonstration of financial hardship)</i>	
Missed appointment or if unable to gain entry for rental dwelling unit inspection because no one is present	\$100.00
<i>(missed original date and one rescheduled date)</i>	
<u>Ordinance 7-600: Inspection of New or Rehabilitated Residential Facilities Prior to Sale</u>	
Neighborhood Enterprise Zone	
○ Pre-sale inspection (includes one follow-up inspection)	\$60.00/unit
○ Re-Inspection (all re-inspections after first follow up inspection).....	\$70.00/unit
○ Missed appointments	\$70.00/unit
○ Late Payment Fee	\$25.00/month
○ Appeals	\$25.00

Special Services, the following rates are in addition to the rates above.

Graveside Services	Resident	Non-Resident
Tent, greens, lowering device, and chairs	\$200.00	\$400.00
Greens, lowering device, and chairs	\$90.00	\$180.00
Greens, lowering device	\$65.00	\$130.00
Lowering Device	\$40.00	\$80.00

Section 11-627: Indigent Rates

As stipulated by Department of Social Services or State of Michigan.

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Purchase of Lots and Niches

Lot Size	Resident	Non-Resident
1 grave space	\$550	\$1,100
2 grave spaces	\$1,100	\$2,200
3 grave spaces	\$1,650	3,300
5 grave spaces	\$2,750	\$5,500

Niche	Resident	Non-Resident
Bottom Row	\$1,075	\$2,050
Second Row	\$1,125	\$2,150
Third Row	\$1,175	\$2,250
Top Row	\$1,225	\$2,350

****Prices for Lots and Niches include 50% to the Perpetual Care Fund**

Placement of an Additional Monument on a Lot.....\$100.00/Additional Monument

Ordinance 12-100: Water and Sewer Utility

Section 12-102(1a)

- Minimum monthly charge of \$45.08 for the first 0-2,500 gallons of water per month; for all metered water consumption greater than 2,500 gallons per month, an additional charge of \$18.03 per 1,000 gallons (or any part thereof).
- Above rates will be increased by 5% effective January 1 of each year

Section 12-102(2)

- Temporary Service based on average water usage

Section 12-102(3)

- Permit to install tap from City water main\$100.00
- If City does work to connect a line to a City water main\$500.00
- If private contractor does work to connect a line to a City water main...\$300.00

Section 12-102(4)

- Late Fee Penalty: 5% of past due utility bill

Section 12-102(5)

- Opening or closing a street stop-cock
 - April through October\$25.00
 - April through October if due to delinquency.....\$40.00
 - November through March.....\$50.00
 - November through March if due to delinquency.....\$80.00
- Removal of water meter (for other than City purposes)\$35.00
- Overtime charge: Actual cost, with a minimum of \$200.00

- Thawing of frozen lines or pipes
 - Thawing from curb stop valve to water meter, actual cost with minimum charge of \$125.00 during normal hours
 - Minimum of \$250.00 if done on overtime
 - Minimum of \$350 if done on a Sunday or holiday

Section 12-102(6)

- Guarantee Deposit:
 - Single family residence user and other individual users.....\$250.00
 - Multiple family dwelling - \$250.00 per unit up to four (4) units.
 - Business, commercial, and industrial users, and large residential of more than four (4) units – an amount equal to the estimated usage for a one month period based on the usage of similar users.

Section 12-103(4)

- Damaged Meter – Actual cost of repairs if damage caused by neglect on the part of the consumer.

Section 12-103(9)

- Repairing leaks between curb stop and water meter – responsibility of property owner unless the leak is caused by conditions existing on public property and no fault of the property owner, for which the City Council may waive costs.
- If leak is not repaired in five business days, a service fee of \$25.00 per day can be assessed until leak is repaired.

Section 12-104

- Civil fine of not more than \$200.00, plus costs, and if applicable damages and expenses as provided by law.

Ordinance 12-500: Separate Meter for Water Consumption not entering Sanitary Sewer System

- Separate meter for water not entering the sanitary sewer system.
 - Purchase and installation of new meter.....\$75.00
 - Inspection and installation of used meter\$20.00

Ordinance 12-700: Sewer Use

- Permit to work on public sewer.....\$90.00
- New construction to install sewer lateral
 - If City does work – reimbursement for all actual costs incurred.
 - If work done by contractor-connection fee of \$250.00
- Must post a \$5,000 bond unless exempted by State law.
- All costs for installation, connection, or repair of building sewer to be borne by the owner. If damage to sewer originated in public sewer, cost can be waived by the City Council.
- Appeals to requirements of ordinance - \$100.00.

Ordinance 12-800: Wastewater Treatment Service Charges

- Rental charge for a water meter for persons discharging into public sanitary sewer system but not receiving water from public system:

5/8" and 3/4" meters	\$.75/quarter plus an installation charge and cost of meter testing
1" and larger	\$1.00/quarter plus an installation charge and cost of meter testing

- Residential sewer user served by a private well and discharging sewage into the public sewer system has the option of paying a "flat rate" user charge. The flat rate shall be based on the average metered residential usage rate.

- Minimum monthly sewer charge of \$33.51 for the first 0-2,500 gallons of water per month; for all metered water consumption greater than 2,500 gallons per month, an additional sewer charge of \$13.40 per \$1,000 gallons.
 - The above rates will increase by 5% effective January 1st of each year.

The City of Ishpeming is an equal opportunity provider and employer.

Adopted: December 5, 2018

Amended:

CITY OF ISHPEMING, MICHIGAN
CITY COUNCIL RULES OF PROCEDURE POLICY
Adopted: April 4, 2018

SUBJECT: COUNCIL RULES OF PROCEDURE

PURPOSE: Council Rules of Procedure for home rule cities and villages are generally authorized by City Charter. These Rules of Procedure help the Council to run an efficient meeting and to deal with the public and the media in a positive manner. When not in conflict with the City Charter, they may be revised by majority action of the City Council.

POLICY:

I. ETHICAL CONDUCT OF COUNCILMEMBERS

In an effort to maintain the public trust, the City Council of Ishpeming declares that all councilmembers shall avoid any conflict between their private interests and those of the general public they serve. All City officials and employees shall safeguard public confidence by being honest, fair, and respectful of all persons and property with whom they have contact. Furthermore, to enhance the faith of the citizens in the integrity and impartiality of the elected and appointed officials of the City of Ishpeming, it is necessary to provide specific guidelines for dealing with conflicts of interest and the proper conduct of officials.

A. Gratuities

No councilmember shall solicit, accept, or receive, directly, or indirectly, any substantial gift, whether in the form of money, loan, travel, entertainment, hospitality, thing, promise of future employment, promise of benefit, or in any other form of economic interest, under circumstances in which it can reasonably be inferred such gift, favor, or special privilege would not have been extended but for the position of such public official, or where there exists a reasonable belief that the giver's interests are likely to be affected by the actions of the councilmember. It shall be unlawful for a councilmember to use his or her public office for private and economic gain.

B. Preferential Treatment

No councilmember shall use, or attempt to use, their official position to unreasonably secure, request, or grant any privilege, exemption, advantage, contract, or preferential treatment for themselves, a relative, or others.

C. Use of Information

No councilmember who acquires information in the course of their official duties, which information by law or policy is not available at the time to the

general public, shall use or withhold such information to further the private economic interests of themselves, a relative, or anyone else.

D. Full Disclosure

1. No councilmember shall participate, as an agent or representative of the City, in approving, disapproving, debating, voting, abstaining from voting, recommending, or otherwise acting upon any matter in which he or she has a direct or indirect economic interest without disclosing the full nature and extent of their interests. Such a disclosure must be made before the time to perform their duty or concurrently with that performance. If the councilmember is involved with the decision-making or advising body, they must make a disclosure to the Mayor in a timely matter. The opinion of the City Attorney shall be binding on the Council with respect to the existence of a conflict of interest (*Charter 4.3 (c.)*).
2. Whenever a councilmember is required to recuse himself or herself, he or she:
 - a. Shall immediately refrain from participating further in the matter;
 - b. Shall promptly inform the Mayor

E. Outside Business Dealings

No councilmember, on his or her own behalf or on behalf of another person, shall have any financial or other direct personal interest in any contractual or non-contractual business transaction with the City unless he or she make full public disclosure of the nature and extent of such interest prior to approval of such transaction.

F. Use of City Property

No councilmember shall, directly or indirectly, make use of or permit a relative or other person to make use of City property of any kind or City personnel resources for purely personal gain or economic benefit. Councilmembers shall strive to protect and conserve all City property including equipment and supplies entrusted or issued to them.

G. Legal Process

No councilmember shall interfere with the ordinary course of law enforcement within the City, and no special favors, consideration, or disposition shall be suggested to or requested of any law enforcement person of the City including City manager, police chief, police officers, code enforcement officers, City attorney, and/or administrative staff concerning any city law enforcement matter including (but not limited to) traffic tickets, ordinance tickets, or municipal civil infraction citations. This subsection shall not prohibit the City manager, City attorney, and all law enforcement officials from exercising the

usual power, control, and discretion which are part of their normal duties. Nor shall the subsection prohibit the Mayor and Council from making policy decisions, enacting legislation, and directing the affairs of the City in accordance with their legal powers and responsibility.

H. E-Mail Procedure

Members shall not respond to e-mails using "reply to all" in response to a specific member, the City Manager, or other staff as that may constitute a violation of the Open Meetings Act.

I. Limitations of the Power of Council

Council shall not direct or request the appointment or removal of any City employee whom the City Manager or his subordinates are empowered to appoint. The members shall deal with the administrative service solely through the Manager, and shall not give orders to any subordinate of the Manager (*Charter 4.4 (c) and 4.4 (d)*).

II. REGULAR AND SPECIAL MEETINGS

All meetings of the Ishpeming City Council will be held in compliance with state statutes, including the Open Meetings Act, 1976 PA 267 as amended, and with the following rules:

A. Regular Meetings

1. A regular meeting shall be held at 7:00 p.m. once each month on the first Wednesday following the first Monday, and shall not exceed 10:00 pm. (*January 6, 1993 minutes and Ordinance 11-200*). An organizational meeting following an election shall be the first regular meeting in the month of December (*Charter 4.1 (b)*).
2. Regular meetings may only be rescheduled if the City Council, by motion, sets a different day by indicating the date being changed and establishing another date to take its place. Any change in the regular meeting date must be published in the official newspaper at least one week prior to the regularly scheduled meeting. (*Ordinance 11-200*)
3. The City Council shall hold its meetings at City Hall or at such other place as determined by the City Council. (*Ordinance 11-200*)
4. No office shall be created or abolished, no taxes or assessment imposed, any contract approved, franchise granted, any street, alley, or public grounds vacated, any real estate or interest therein acquired, sold, or disposed of, or private property taken for public use, unless a majority of those elected to the Council shall vote in favor of the same. (*Charter 14.8*)
5. At the first meeting of the year, the Council shall determine an official newspaper and depository for the City's use (*Charter 4.7 and 10.4*).

B. Special Meetings

1. Special meetings shall be called by the City Clerk on the written request of the Mayor, the City Manager, or any two council members on at least eighteen hours written notice to each councilmember sent electronically, served personally, or left at their usual place of residence; but a special meeting may be held on shorter notice if all councilmembers are present or have waived notice in writing (*Charter 4.2*).
2. No business shall be transacted at any special meeting of the City Council unless the same has been stated in the notice of such meeting.
3. No vote of the Council shall be rescinded or reconsidered at a special meeting, unless there is present at least as many members as were present when the vote was taken (*Charter 4.4 (b)*).

C. Posting Requirements for Regular and Special Meetings

1. No later than the first week of January each year the City Council shall provide public notice stating the dates, times, and places of its regular meetings.
2. For a rescheduled regular or special meeting of the Council, a public notice stating the date, time, and place of the meeting shall be posted at the City Hall at least eighteen hours before the meeting, and sent to the news media which have requested such notification. The notice described above is not required for a meeting of the Council in emergency session in the event of a severe and imminent threat to the health, safety, or welfare of the public (*Open Meetings Act 15.265 (5)*).
3. The City Manager and Mayor will determine if a meeting needs to be cancelled due to inclement weather or for other reasons. Notification will be sent to the same list that receives the agendas, which includes requesting the media to announce the cancellation, posting of notice at City Hall, library, and the senior center. Notices are required to be posted on City Hall door.

D. Minutes of Regular and Special Meetings

1. The Clerk/Clerk of the Council shall attend all meetings of the Council and shall keep a permanent record of its proceedings and resolutions in accordance with the Charter and Open Meetings Act. In the absence of the Clerk, the Council may appoint one of its own members or another person to temporarily perform the Clerk's duties (*Charter 5.6 (a)*).
2. The Clerk/Clerk of the Council shall prepare the Official Proceedings of each Council meeting which shall be the minutes required by the Open Meetings Act. Proposed minutes shall be available for public inspection not more than eight business days after the meeting to which the minutes refer. Approved minutes shall be available for public inspection no later than five business days after the meeting at which the minutes are approved by the public body (*Open Meeting Act 15.269 (3)*).

3. Minutes will be available on the City's website, as well as posted in City Hall and a copy will be kept in the City Manager's office.
4. A copy of the minutes of each regular or special Council meeting shall be available for public inspection at the City Manager's office during regular business hours.

E. Work Sessions

1. Upon the call of the Mayor or the Manager, and with appropriate notice to the Council members and the public, the Council may convene a work session devoted exclusively to the exchange of information relating to municipal affairs. No votes shall be taken on any matters under discussion nor shall any Council member enter into a formal commitment with another member regarding a vote to be taken subsequently.

F. Council Reports

1. Council reports shall have a six minute time limit per councilmember. The City Attorney shall be keeper of the six minute rule and if a councilmember does not use the time allotment, it may be transferred to another councilmember (*Motion from Council meeting 11/13/1991*).

III. CONDUCT OF MEETINGS

A. Meetings to be Public

1. All regular and special meetings of the Council shall be open to the public, and all persons shall have a reasonable opportunity to be heard in accordance with such rules and regulations as the Council may determine, except that the meetings may be closed to the public and the media in accordance with the Open Meetings Act (*Open Meeting Act 15.268*).
2. All official meetings of the Council and its committees shall be open to the media, freely subject to recording by radio, television, and photographic services at any time, provided that such arrangements do not interfere with the orderly conduct of the meetings (*Open Meetings Act 15.263*).

B. Agenda Preparation

1. An agenda for each regular Council meeting shall be prepared by the City Manager in consultation with the Mayor for the following order of business:
 - a. Call to Order
 - b. Pledge of Allegiance
 - c. Roll Call

- d. Public Comment: may not exceed (5) five minutes per person. A person may reserve time to speak on agenda items which may result in the item being moved up on the agenda, at the Mayor's discretion.
- e. Approval of Agenda
- f. Agenda Comment: may not exceed (3) three minutes per person.
- g. Consent Agenda
- h. Financial Reports
- i. New Business: intended to introduce a new topic and should be the time when councilmembers ask questions or seek other clarifications. If further information is required, the item can be moved to "Old Business" for an upcoming meeting, by a majority vote of the Council.
- j. Old Business: intended for items that were on a previous meeting agenda and further information was required before taking action.
- k. Mayor and Council Reports
- l. Manager's Report
- m. Attorney's Report
- n. Adjournment

2. Any councilmember shall have the right to add items to the regular agenda, provided support from one additional councilmember is obtained. Any councilmember shall have the right to remove items from the regular agenda by a majority vote of the Council.

C. Consent Agenda

A consent agenda may be used to act on numerous administrative or non-controversial items at one time. Included on this agenda can be non-controversial matters such as approval of minutes, payment of bills, approval of recognition resolutions, bid awards, contract approvals, lease agreements, recurring business, etc. Upon request by any one member of Council, an item shall be removed from the consent agenda and placed on the regular agenda for discussion. *(Policy #603)*

D. Agenda Distribution

City administration shall endeavor to distribute agenda packets to the City Council prior to a regular Council meeting, but in no case shall distribution occur later than Thursday prior to a regular scheduled meeting. The deadline for items to be considered for the agenda is the close of business on Monday prior to the distribution of the packet. *(October 8, 2014 minutes)*. Agendas will be posted on the website and at City Hall, and will be e-mailed to media groups. Packet materials will be posted on the website as well.

E. Quorum

Three members of the Council shall constitute a quorum for the transaction of business at all Council meetings (*Charter 4.3 (a.)*).

F. Attendance at Council Meetings

1. Election to the City of Ishpeming City Council is a privilege freely sought by the nominee. It carries with it the responsibility to participate in Council activities and represents the residents of the City of Ishpeming. Attendance at Council meetings is crucial to fulfilling this responsibility.
2. The Council may, by a majority vote of those present, either request or compel the attendance of its members and other officers of the City at its meetings and enforce orderly conduct therein (*Charter 4.3 (b.)*).

G. Presiding Mayor

1. The Mayor shall be responsible for enforcing these Rules of Procedure and for enforcing orderly conduct at meetings. The Mayor shall be head of the City government for all ceremonial purposes and for purposes of military law, but shall have no regular administrative duties (*Charter 3.4 (c)*).
2. The Mayor and Mayor Pro Tempore may speak and vote at meetings the same as any other member of the Council, but shall not have the power to veto (*Charter 3.4 (e)*).
3. Those councilmembers whose terms do not expire immediately following the election shall be candidates to become the Mayor. The individual receiving the most votes becomes Mayor for a term not exceeding two years, while the candidate receiving the next highest number of votes becomes Mayor Pro Tempore. In the absence or disability of both the Mayor and Mayor Pro-Tem, the Council may designate another of its members to serve as Acting Mayor during such absence or disability (*Charter 3.4 (a)*).

H. Disorderly Conduct

1. The Mayor may call to order any person who is being disorderly by speaking out of order or otherwise disrupting the proceedings such as walking about or whispering, failing to be germane, speaking longer than the allotted time or speaking vulgarities.
2. If the person so engaged in presentation is called out of order, he or she shall not be permitted to continue to be disorderly and disrupt the meeting, the Mayor may order the sergeant-at-arms to remove the person from the meeting.
3. Any police officer designated by the Mayor or Manager shall serve as the sergeant-at-arms of the Council in the enforcement of the provision of this section.

IV. CLOSED MEETINGS

A. Purpose

Closed meetings, which must be approved by vote at an open meeting, may be held only for the reasons authorized in the Open Meetings Act (*Open Meetings Act 15.265*).

B. Minutes of Closed Meetings

A separate set of minutes shall be taken by the Clerk/Clerk of the Council or the designated secretary of the Council at the Closed Session. These minutes will be retained by the Clerk, shall not be available to the public, and shall only be disclosed if required by a civil action, as authorized by the Michigan Open Meetings Act. These minutes may be destroyed one year and one day after approval of the minutes of the regular meeting at which the closed session was approved (*Open Meetings Act 15.267 (2)*).

V. DISCUSSION AND VOTING

A. Rules of Parliamentary Procedure

1. The rules of parliamentary practice as contained in the latest edition of *Robert's Rules of Order* shall govern the Council in all cases to which they are applicable, provided that they are not in conflict with these Rules, City ordinances, the City Charter, or applicable state statutes. (*Charter 4.6*).
2. A vote upon all ordinances and resolutions shall be taken by "yea" and "nay" vote and entered upon the records, except that where the vote is unanimous it shall be necessary to so state (*Charter 4.3 (d)*).
3. The Mayor shall preserve order and decorum and may speak to points of order in preference to other Council members. The Mayor shall decide all questions arising under this authority.

B. Conduct of Discussion

1. Members shall be encouraged to contact staff prior to scheduled meetings to request background information on agenda items that would not be readily available at the meeting, such that staff would have sufficient time to search and obtain information on the request.
2. During discussion and debate, no person shall speak until recognized for that purpose by the Mayor. After such recognition, the member shall confine discussion to the question at hand and to its merits and shall not be interrupted except by a point of order or privilege raised by another member. Speakers should address their remarks to the Mayor, maintain a courteous tone and avoid interjecting a personal note into debate.

3. No member shall speak more than once on the same question unless every member desiring to speak to that question shall have had the opportunity to do so.

C. Ordinances and Resolutions

1. No ordinance, except an appropriation ordinance adopting or embodying an administrative governmental code or an ordinance adopting a code of ordinances, shall relate to more than one subject, and that subject shall be clearly stated in its title.
2. Except in the case of ordinances declared to be emergency ordinances, no ordinance shall be passed by the Council at the same meeting at which it was introduced (*Charter 4.9 (c)*).
3. A vote on all ordinances and resolutions shall be taken by roll call vote and entered in the minutes unless it is a unanimous vote. If the vote is unanimous, it shall be necessary only to so state in the minutes, unless a roll call vote is required by law or Council rules.
4. A complete copy of the ordinance or amendment shall be available for public inspection at least three days before the meeting at which it is finally enacted. All ordinances shall be published within ten days after passage and shall become effective upon publication; emergency ordinances shall become effective upon posting (*Charter 4.9 (f)*).

D. Roll Call

In all roll call votes, the names of the members of the Council shall be called in rotating order as determined by the Clerk/Clerk of the Council.

E. Duty to Vote

Election to a deliberative body carries with it the obligation to vote. Council members present at the Council meeting shall vote on every matter before the body, unless otherwise excused or prohibited from voting by law or by Charter.

1. Conflict of interest, as defined by law, shall be the sole reason for a member to abstain from voting. The opinion of the City Attorney shall be binding on the Council with respect to the existence of a conflict of interest. A vote may be tabled, if necessary, to obtain the opinion of the City Attorney. No member of the Council shall vote on any question in which that member has any personal or financial interest other than the common public interest. Every public official shall make full and timely disclosure of any personal or financial interest which he has in any matter of public interest to be transacted before him (*Charter 4.3 (c)*).
2. On all other questions each member who is present shall vote when their name is called unless excused by the unanimous consent of the remaining members present.

3. All votes must be held and determined in public; no secret ballots are permitted.
4. Prior to calling for a vote, the Mayor should state the question being voted upon.

VI. PUBLIC PARTICIPATION

A. General and Length of Presentation

1. Each regular and special Council meeting agenda shall provide time for public comment. Every citizen shall receive a fair and impartial hearing on any matter coming before the City Council.
2. Any person who addresses the Council during the time set for general public comment, during a regular meeting, shall be limited to (5) five minutes in length. By majority vote, Council may extend the time allotted for general public comment.
3. There shall be one public comment section provided for on the agenda during a special meeting. Comment shall be restricted to items on the agenda, with a (3) three minute time limit per person.
4. During public comment a member of the public may request permission to speak at the time an agenda item comes before the Council. In addition, if requested by a member of the Council, the Mayor shall have discretion to allow a member of the public to speak at times other than during the time reserved for public comment. There shall be a (3) three minute time limit per person.
5. When the agenda provides for a public hearing to be conducted during a meeting of the City Council, each person addressing the Council shall be limited to (3) three minutes per meeting.

B. Addressing the Council

1. When addressing the Council, unless waived by the Mayor, a person shall state his or her name, physical home address, including municipality.
2. The speaker shall address all remarks to the Council as a body in a courteous tone.
3. No person shall have the right to speak more than once on any particular subject until all other persons wishing to be heard on that subject have had the opportunity to speak.
4. No person, after being recognized and given the floor, shall direct their comment to the viewing public or audience in attendance at the meeting. If this occurs, the Mayor may request person to leave the podium.
5. No person, other than members of the Council and the person having the floor, shall be permitted to enter into any discussions.
6. Any person who does not use the entire time allotted for public comment shall not be permitted to relinquish the time remaining to another person.

C. Rules of Decorum

Meetings of the City Council of Ishpeming shall be conducted in an orderly manner to ensure that the public has a full opportunity to be heard and that the deliberative process of the Council is retained at all times.

While any meeting of the Council is in session, the following rules of decorum shall be observed:

1. Members of the audience. No person in the audience at a Council meeting shall engage in disorderly or boisterous conduct, including the utterance of loud, threatening, or abusive language; whistling, whispering, clapping, or stamping of feet; or other acts which disturb, disrupt, or otherwise impede the orderly conduct of the Council meeting.
2. Persons Addressing the Council. Each person who addresses the Council at its meetings shall not utter loud, threatening, personal, or abusive language, or engage in any other disorderly conduct which disrupts, disturbs, or otherwise impedes the orderly conduct of the Council meeting.
3. Enforcement. The rules of decorum set forth shall be enforced by the law enforcement officer designated with the responsibility for maintaining order at the Council meeting:
 - a. Warning. The Mayor or Council designate shall request that a person who is breaching Paragraph 1 or 2 above be orderly and comply with the rules as outlined therein.
 - b. Requested to Leave. Any person making derogatory, slanderous, or insolent remarks, or who become boisterous or disorderly while addressing the Council, may be requested, by the Mayor, to leave the podium.
 - c. Escorted. Any person who continues to act in a boisterous or disorderly manner or who refuses to be seated at the request of the Mayor may be excluded from the remainder of the meeting for a breach of the peace and may be escorted from the meeting by the Chief of Police or by his or her representative (*Open Meetings Act 15.263 (6)*).

VII. MISCELLANEOUS**A. Adoption and Amendment of Rules of Procedure**

1. These Rules of Procedure of the Council will usually be placed on the agenda at the first meeting of the Council following the seating of the newly-elected Council members for review and adoption. A copy of the Rules adopted shall be distributed to each Council member.
2. The Council may alter or amend its rules at any time, when not in conflict with the City Charter, by a vote of a majority of its members after notice has been given of the proposed alteration or amendment.

B. Bid Awards

Bids will be awarded by the Council during regular or special meetings. A bid award may be made at a special meeting of the Council if that action is announced in the notice of the special meeting.

C. Committees

1. Standing and Special Committees of the Council

- a. There shall be no standing committees of the Council.
- b. The Council may create a subcommittee of up to two members to examine a specific subject for a period of time.

2. Ad Hoc Committee

Ad Hoc committees may be formed for a specific purpose and for a specific period of time as approved by the City Council. A broad diversity of experts and/or interests may be represented on an Ad Hoc committee.