

The Regular Meeting of the Ishpeming City Council was held on Wednesday, May 6, 2020, in the Ishpeming City Hall Council Chambers with public comment being held virtually through Zoom. Mayor Mike Tonkin called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Mayor Mike Tonkin, Council Members Lindsay Bean, Jason Chapman, Pat Scanlon, and Stuart Skauge (5). Also present was Steve Snowaert, Acting City Manager. The City Attorney position is vacant. City Manager Cugini was excused.

PUBLIC COMMENT – Public comment was held through Zoom. There was no public comment.

APPROVAL OF AGENDA

A motion was made by Councilmember Chapman, supported by Councilmember Scanlon and carried unanimously to approve the agenda as presented.

AGENDA COMMENT – Agenda comment was held through Zoom. There was no agenda comment.

CONSENT AGENDA

A motion was made by Councilmember Scanlon, supported by Councilmember Skauge and carried unanimously to approve the consent agenda as presented.

MONTHLY FINANCIAL STATEMENT REPORT

Finance Director James Lampman advised there was no monthly budget report due to the conversion to BS&A software. He briefly summarized the progress of the BS&A software conversion.

A motion was made by Councilmember Scanlon, supported by Councilmember Chapman and carried unanimously to delay the monthly financial report until the June meeting.

RESOLUTION #5-2020, ACCEPT APPLICATION FOR NEZ CERTIFICATE: 1015 RIVER RIDGE DRIVE

Chief Snowaert advised a Neighborhood Enterprise Zone application from Cody Harju at 1015 River Ridge Drive was received. The request for was a 15 year exemption period.

There was discussion among Council regarding Neighborhood Enterprise Zones, the process, and the requirements necessary for approval of the application. Also discussed was the number of years requested for the exemption.

A motion was made by Councilmember Scanlon, supported by Councilmember Chapman and carried unanimously to approve the application for a Neighborhood Enterprise Zone Certificate for 15 years and approve resolution #5-2020, to Accept Application for NEZ Certificate for 1015 River Ridge Drive.

A motion was made by Councilmember Scanlon, supported by Councilmember Skauge and carried unanimously to obtain a recommendation from the Planning Commission and Zoning Board regarding Neighborhood Enterprise Zones.

BID AWARD RECOMMENDATION FOR RURAL DEVELOPMENT WATER METERING EQUIPMENT

Brian Fabbri, GEI Consultants, reviewed the recommendation regarding the bid award for water metering equipment. He advised three bids were received with the low bidder being Core and Main in the amount of \$155,804.

A motion was made by Councilmember Scanlon, supported by Councilmember Chapman and carried unanimously to concur with the recommendation of GEI, Consultants and award the bid to Core and Main in the amount of \$155,804 and move forward with the project.

GEI, INC. AGREEMENT FOR FUNDING APPLICATION PACKAGE TO THE USDA FOR SANITARY SEWER SYSTEM IMPROVEMENT PROJECT

Brian Fabbri, GEI Consultants, reviewed the proposed agreement to provide professional engineering services for a funding application package to USDA Rural Development for a sanitary sewer system improvement project.

Councilmember Skauge would not support any rate increase to the residents.

A motion was made by Councilmember Scanlon, supported by Councilmember Chapman and carried unanimously to move forward with the application package and authorize the City Manager to signed the agreement with GEI and waive competitive bidding on the recommendation of the City Manager.

RURAL DEVELOPMENT

Pay Application #22 – Contract II – A motion was made by Councilmember Skauge, supported by Councilmember Scanlon and carried unanimously to approve Pay Application #22 for Contract II as presented.

Rural Development Draw #23 – A motion was made by Councilmember Skauge, supported by Councilmember Chapman and carried unanimously to approve Rural Development Draw #23 as presented.

Change Order #17 – Contract II – A motion was made by Councilmember Skauge, supported by Councilmember Scanlon and carried unanimously to approve Change Order #17 as presented.

UPDATE ON SMALL PARK ALONG HEMATITE DRIVE

Chief Snowaert advised Manager Cugini supported the project; however, he was concerned about the location because of the lack of a master plan for the City. There was discussion related to removal of the existing trees and light pole.

A motion was made by Councilmember Scanlon, supported by Councilmember Bean and carried unanimously to proceed with the project.

ISHPEMING SENIOR CENTER MEDC FUNDING UPDATE

Chief Snowaert advised the meeting with MEDC regarding the grant for the Senior Center would now be held virtually instead of in Lansing.

MERS DEFINED CONTRIBUTION PLAN ADOPTION AGREEMENT

A motion was made by Councilmember Scanlon, supported by Councilmember Bean and carried unanimously to approve the Plan Adoption Agreement for the Defined Contribution Plan for Divisions 1, 10, and 11 for Ishpeming City Employees.

RESOLUTION #6-2020, RESOLUTION ADOPTING THE MERS DEFINED CONTRIBUTION PLAN

A motion was made by Councilmember Scanlon, supported by Councilmember Bean and carried unanimously to approve resolution 6-2020, Resolution adopting the MERS Defined Contribution Plan for Divisions 1, 10, and 11 as presented.

ADOPT CITY OF ISHPERING MANAGER'S COIN OF EXCELLENCE

Chief Snowaert advised Manager Cugini would disperse the coins to employees and/or volunteers as part of a recognition plan and he would keep a record of the coins distributed.

A motion was made by Councilmember Skauge, supported by Councilmember Scanlon and carried unanimously to approve the coin as presented and authorize purchase of 100 coins.

UPDATE ON CITY ATTORNEY SERVICES

Chief Snowaert advised one application was received for attorney services. Council could either continue with this applicant and conduct an interview or the City could widen the search and perhaps remove the requirement to be present at City Hall. Manager Cugini was obtaining references for the candidate.

A motion was made by Councilmember Scanlon, supported by Councilmember Bean and carried unanimously to move forward with the applicant and conduct an interview pursuant to a 1-year agreement.

It was the consensus of Council to schedule a special Council meeting for Wednesday, May 20, 2020 at 4:00 p.m. to conduct an interview.

CITIZEN PLANNER TRAINING FOR PLANNING COMMISSION MEMBERS

Chief Snowaert noted Manager Cugini would like to ensure all Planning Commissioners take the Citizen Planner course and focus on obtaining their Master Citizen Planner credentials. He was attempting to have an instructor come up to Ishpeming versus virtual training.

A motion was made by Councilmember Skauge, supported by Councilmember Scanlon and carried unanimously to budget for the training and continue to work on the instructor coming to the U.P.

OLD BUSINESS – There was none.

NEW BUSINESS

a. Reminder to Residents to participate in the 2020 Census – This was a reminder to all City residents to participate in the 2020 Census which will help determine how many seats our state gets in Congress; and how federal funding would be distributed.

Councilmember Scanlon was concerned about the non-citizen dumping and the dumping of prohibited items at the compost site during the open hours on Monday, Tuesday, and Wednesday from 8-2 p.m. He suggested a college student be assigned at that location during the open hours in an attempt to eliminate this problem. In addition, he would also like to have cameras installed at that location.

A motion was made by Councilmember Scanlon, supported by Councilmember Chapman and carried unanimously to direct the City Manager to contact Range Corporation and look into installation of cameras at the compost site and also utilize a college student at that location during the open hours to man that area.

Cathy Smith, City Clerk/Assistant to the City Manager, advised the Ishpeming High School would like to hold a graduate viewing on Division Street between Second and Fourth street in which the students would maintain social distancing. Traffic would need to be re-routed during that time. Graduation would be held on June 5th which would be after the next regular Council meeting. She asked Council to authorize the DPW Director to apply for the necessary permit from MDOT.

A motion was made by Councilmember Scanlon, supported by Councilmember Skauge and carried unanimously to allow the necessary closure of Division Street for this event.

MAYOR AND COUNCIL REPORTS

Councilmember Skauge thanked the City Manager for the good work he was doing.

Councilmember Bean thanked the Fire Department for driving the Easter Bunny around during the holiday.

Councilmember Chapman reminded residents to support local business during COVID-19. He also announced the LIVE campaign will be expanding across the U.P.

Councilmember Scanlon reminded residents to continue to watch around their neighborhoods and report any suspicious activity.

MANAGER'S REPORT

Chief Snowaert advised Manager Cugini obtained housing; he was continuing to take the Citizen Planner Course; his quarterly performance review needed to be completed; reminded everyone to take the Redevelopment Ready Communities training; and he was continuing to work on budget preparation.

ATTORNEY'S REPORT – There was no attorney report.

ADJOURNMENT

At 8:44 p.m., a motion was made by Councilmember Skauge, supported by Councilmember Scanlon and carried unanimously to adjourn.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Cathy Smith", written in black ink.

Cathy Smith
City Clerk