1. CALL TO ORDER
The regular meeting of the Ishpeming City Council was held on Wednesday, March 6, 2024, in the Ishpeming City Hall Council Chambers. Mayor Jason Chapman called the meeting to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL
Present: Mayor Jason Chapman, Council Members Lindsay Bean, Elizabeth Firby, Renelle Halverson, and Pat Scanlon (5). Also present was Manager Craig Cugini and City Attorney Caroline Bridges.

4. APPROVAL OF AGENDA
A motion was made by Councilmember Scanlon, seconded by Councilmember Firby and carried unanimously to add item 10j Letter of Support from the City Council for the Tilden Mine expansion to the agenda and approve the agenda as amended.

5. PUBLIC COMMENT – Public comment was offered through Zoom and in person.

Marquette County Conservation District Manager Maddie O'Donnell and Conservation Administrative Assistant Christy Foye gave a brief overview of the services they offer to residents (ie. invasive species, forestry) and added they also work with Partridge Creek Farms and Partridge Creek Compost. They are a resource to the City as well and would like to assist in any way possible. She further noted they are a fully grant funded organization.

Antonio Adan, 832 N. Main Street, has been appointed to the Marquette County Landbank to the Housing Specialist position and would be working with the City to find housing ready solutions. He congratulated the City on receiving the Housing Readiness Grant.

Claudia Demarest, 821 Maurice Street, reserved time under item 10(c)2023 Budget Amendments.

Sarah Johnson, 901 Third Street, announced she was the new Executive Director at Partridge Creek Farm (PCF) and wanted to continue the tradition of providing updates to the City Council. She noted PCF currently had five full-time employees; they were currently wrapping up their programming with the Schools; and were actively taking applications for receiving fresh vegetables weekly. She added the new Farm site was beginning to look much better this year and she provided an update on the Community Centers grant that was received for programming with the assistance from the City Manager.

Mayor Chapman announced the recent passing of Jim Manty and offered his condolences to the family.

6. CONSENT AGENDA
A motion was made by Councilmember Bean, seconded by Councilmember Scanlon and carried unanimously to approve the consent agenda as presented.

   a. Minutes of Previous Meeting (February 7th, 14th, and 22nd)
   b. Approval of Disbursements

7. MONTHLY REPORTS FROM DEPARTMENTS

a. Financial Statement Report
Finance Director Grant Getschow provided a Finance Department update including positive pay being implemented; tax dollars from 2021 and 2022 tax years have been disbursed; and bank reconciliations were current. He also gave an over view of the Brasswire Campground construction versus taxes if new homes were constructed. In addition, he reviewed the debt service requirements by revenue source data and the percent of revenues required to make the yearly debt service payment.

He presented the unaudited balance sheet including the General Fund, Major and Local Streets, Water, Sewer, and Garbage fund, Police and Fire Retirement Fund, and DDA for the period ending February 2024.

A motion was made by Councilmember Scanlon, seconded by Councilmember Firby and carried unanimously to approve the unaudited monthly financial statement report as presented.

8. PUBLIC HEARINGS – There were none.

9. UNFINISHED BUSINESS
a. Chris Holmes, UPEA, - Area South of Division (per Council request)
Chris Holmes, UPEA, advised information would still need to be gathered to provide an accurate solution. Some things to consider would be monitoring wells and some topographical surveying of the area.

A motion was made by Councilmember Scanlon, seconded by Mayor Chapman to invest a not-to-exceed amount of $15,000 for monitoring test wells in that area, authorize a survey of the area, and authorize the Manager to work with UPEA in order to proceed. This motion was withdrawn.

There was discussion on if wells and surveying was needed; funding for the project; storm and sanitary sewer in that area; and how this would affect the budget.

Attorney Bridges reminded Council of allowable public expenditures; and questioned if the installation of monitoring wells and surveying would be beneficial for City infrastructure.

Manager Cugini suggested the additional information regarding the cost of the surveying and test wells and how this would relate to the budget be brought to the upcoming special March Council meeting.

Councilmember Bean asked if UPEA would be able to come back and report in the spring with the overall observation.

10. NEW BUSINESS
a. Special Event Application
i. RAMBA 24-hour Mountain Bike Race
Danny Hill, Executive Director at RAMBA, advised RAMBA was requesting permission from the City to use the Brasswire Campground for a 24-hour mountain bike race. Participants would be renting their own sites for the event. The staging area would be in the campground and the race would start at 10am on August 24th and finish at 10am on August 25th.

A motion was made by Councilmember Scanlon, seconded by Mayor Chapman and carried unanimously to approve the 24-hour Mountain Bike Race as requested by RAMBA.

b. Proposed 2024 Lake Superior Community Partnership Professional Services Contract
Chris Germain, Lake Superior Community Partnership Director, reviewed the proposed 2024 Professional Services Agreement and explained this contract would allow for more flexibility of tasks and duties within the scope of the contract. He added the City should receive Essential Certification with Redevelopment Ready Communities within the week.

Councilmember Bean expressed her concerns with projects that were not completed to date particularly the City magazine and only holding one State of the City which was late in 2023. She was pleased with the DDA being included in the proposed contract.

Mr. Germain advised the magazine was close to being ready for print and will be mailed soon.

A motion was made by Mayor Chapman, seconded by Councilmember Scanlon and carried unanimously to approve the proposed 2024 Professional Services Contract as presented pending the DDA acceptance of a 50-50 split on the contract cost.

c. Final 2023 Budget Amendments
Claudia Demarest, 821 Maurice Street, expressed her concerns with the number of budget amendments presented to the Council.

Mayor Chapman and Councilmember Halverson questioned sections of the Michigan Department of Treasury Uniform Budget Manual and expressed their concern over the timeliness of the budget amendments and amendments not being done by December 31st.

Councilmember Halverson expressed her concerns with the timeliness of receiving the information for review; the number of budget amendments required; and if making the budget amendments was allowable after year end.

There was additional discussion among Council related to the Uniform Budget Manual and the proposed final 2023 budget amendment.

After discussion, a motion was made by Councilmember Scanlon, seconded by Mayor Chapman and carried unanimously to table the budget amendments until the upcoming special Council meeting in March.

d. Authorize City Manager travel to the 2024 Small Town and Rural Development Conference April 29 – May 1, 2024 at Crystal Mountain Resort
Manager Cugini advised he attended this event last year and made many good contacts for the city during that time. Travel was included in the 2024 budget.

A motion was made by Councilmember Scanlon, seconded by Councilmember Bean and carried unanimously to authorize the City Manager travel to the Small Town and Rural Development Conference in Crystal Mountain Resort April 29 through May 1, 2024 as requested.

e. Planning Commission 2023 Annual Report
Manager Cugini advised the Annual Report was approved by the Planning Commission at their March 4, 2024 meeting and forwarded to the Council for approval.

There was brief discussion on the status of a short-term rental policy and the need to determine the number of short-term rentals currently in the City.

A motion was made by Councilmember Scanlon, seconded by Councilmember Firby and carried unanimously to approve the 2023 Planning Commission Annual Report as presented.

f. Continue use of Sustainable Shelves with new location for recycling of surplus library books
Library Director Jesse Shirtz explained the Library would continue to use Sustainable Shelves for surplus library books, however, the Marquette County Solid Waste Management Authority would be the new location to recycle library books. There was some discussion on the disposal of books.

A motion was made by Councilmember Firby, seconded by Councilmember Halverson, and carried unanimously to approve the request to change the location to the Marquette County Solid Waste Management Authority for recycling of library books.

g. Request from Marquette County Land Bank to obtain the property located at 429 E. New York Street
Manager Cugini gave a brief overview of the history of the property and noted the Marquette County Land Bank demolished the house that was located on the property. He recommended beginning the process to transfer the property back to the Land Bank for construction of work force housing.

A motion was made by Councilmember Scanlon, seconded by Councilmember Firby and carried unanimously to declare the property as surplus and schedule the public hearing at the upcoming special Council meeting.

Antonio Adan, Marquette County Landbank, advised the intent was to construct work force housing on the site that would generate taxes for the City.

h. Addendum to Interlocal Agreement between City of Ishpeming and City of Negaunee – Recreation Passport Grant - Teal Lake Dock Project
Manager Cugini reviewed the changes in the cost of the project which would change the contribution from each municipality from $5,000 to $10,000 each.

A motion was made by Councilmember Bean, seconded by Councilmember Halverson and carried unanimously to accept the addendum to the Interlocal Agreement as presented.

i. Schedule Special Council Meeting in March
It was the consensus of Council to schedule a special Council meeting for Wednesday, March 20, 2024 at 4:30 p.m.

j. Letter of support for the Tilden Mine Expansion
Mayor Chapman would like to send a letter of support for the Tilden Mine Expansion project similar to the letter sent by the County of Marquette.

A motion was made by Councilmember Scanlon, seconded by Councilmember Firby and carried unanimously to direct the Manager to prepare a letter of support for the Tilden Mine Expansion and authorize the Mayor to sign.

Mayor Chapman would like to see training provided to new and existing Council members.

11. PUBLIC COMMENT – Public comment was offered on zoom and in person.

Antonio Adan, 832 N. Main Street, talked about short-term rentals, target market analysis, and housing activities.

Dave Lawler, member of the Planning Commission, would like to see more information on housing stock and the number of short-term rentals in Ishpeming to help with development of a new policy and suggested checking with the County to get some of the information; and asked when a replacement for the Zoning Administrator would be hired since Al Pierce was leaving in September.

Claudia Demarest, 821 Maurice Street, read a section of the Council rules related to the timeline for distribution of the agenda packet to Council; and did not think the City Manager should get a bonus or wage increase.

Mike Tonkin 612 N. Third Street, said Grant Getschow was doing a good job; but was concerned over the timing of the budget amendments.

12. MAYOR AND COUNCIL REPORTS
Councilmember Firby wished good luck to the Ishpeming High School girls basketball team as they travel downstate.

Councilmember Scanlon received information from the Senior Center and would put the information in the lobby at City Hall; and asked the Manager to follow up on the Bluff Street sink hole.

Councilmember Bean and Halverson had no update.

Mayor Chapman reminded everyone Spread Goodness Day was approaching and encouraged everyone to spread an act of kindness; he reported on his ride-along with the Police Department and thanked all the officers for their work.

13. MANAGER'S REPORT
Manager Cugini reviewed the Michigan Communities grant and noted he was attempting to receive additional funding for that grant; discussed the skate park and the excitement from the kids about constructing a skate park; and talked about the grant application for the tennis court complex.

City Clerk Cathy Smith reported the Presidential Primary election was successful and thanked all the elections workers for their dedication and work during the election.

There was a five-minute recess before going into closed session.

14. CLOSED SESSION
A motion was made by Councilmember Scanlon and supported by Councilmember Firby to go into closed session pursuant to MCL 15.268(a) to consider personnel evaluation requested by the City Manager and to include Finance Director Grant Getschow, Chief of Police Chad Radabaugh, and DPW General Foreman Bill Anderson at 9:08 p.m. Ayes: Mayor Jason Chapman, Councilmembers Lindsay Bean, Elizabeth Firby, Pat Scanlon, and Renelle Halverson (5). Nays: None (0). Motion passed 5-0.

Returned to open session at 10:30 p.m.

A motion was made by Councilmember Bean, seconded by Councilmember Firby and carried unanimously to use the numerical scoring of the evaluations as the basis for determining the bonus percentage for the City Manager.

14. ADJOURNMENT
At 10:33 p.m., a motion was made by Councilmember Scanlon seconded by Councilmember Bean and carried unanimously to adjourn.

Cathy Smith

Cathy Smith, City Clerk