

ISHPEMING CITY COUNCIL
Wednesday, August 20, 2025, at 6:00 p.m.
Ishpeming City Hall Council Chambers, 100 E. Division Street, Ishpeming MI (906) 485-1091

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Agenda**
- 5. Public Comment** *(limit 5 minutes per person--to be used for general public comment or to speak on agenda items)*
- 6. Manager Offer of Information**
- 7. Consent Agenda**
 - a. Minutes of Previous Meetings (7/14, 16, 24, 29 and 8/4 and Closed Session 7/14, 24, 29 and 8/4)
 - b. Approval of Disbursements
 - c. Declare 375 Library books surplus
- 8. Monthly Reports from Departments**
 - a. Monthly Financial Statement Report
 - i. Balance Sheets – All funds
 - ii. Monthly Detail – All funds
 - b. DPW Update
- 9. Public Hearings** *(limit 3 minutes per person)*
 - a. Public Hearing: MSHDA MI Neighborhood Grant – 216 W. Division Street
 - i. Resolution #23-2025, Authorize submission of MSHDA Block Grant and designate authorized signatory: Loeffler Block: 216 W. Division Street
- 10. Unfinished Business - None**
- 11. New Business**
 - a. Presentation from Lake Superior Community Partnership (LSCP): Chris Germain
 - i. Quarterly Update – Contract Deliverables
 - ii. Strategic Plan Process
 - b. Presentation of Rebranding Plan: Community Image Builders/LSCP
 - c. Presentation from Waterworth – Continuous Utility Rate Management
 - d. Resolution #20-2025, Support of Amtrak Service to Michigan's Upper Peninsula
 - e. Deficit Elimination Plans
 - i. Brasswire Campground
 - ii. Partridge Creek Compost
 - iii. Teal Lake Water Trail
 - f. Special Event Applications
 - i. Superior Connections: August 31, 2025
 - ii. Pop-Up PowWow and Concert: September 20, 2025
 - g. Clean Water State Revolving Fund (CWSRF) and Drinking Water State Revolving Fund (DWSRF)
 - i. Resolution #21-2025, Reimbursement Request CWSRF #10
 - ii. Resolution #22-2025, Reimbursement Request DWSRF #5
 - h. CWSRF and DWSRF Change Orders
 - i. Change Order #2, DWSRF Contract 1: Lindberg and Sons
 - ii. Change Order #4, CWSRF: Payne and Dolan
 - i. UPEA Contract Amendment – Third Street Storm Sewer Design
 - j. Increase Planning and Zoning Administrator Position to Full Time
 - k. Potential purchase of Cliff's property
 - l. First Reading of New Ordinance #7-700, Short-Term Rental Ordinance
 - m. Sutphen Aerial Fire Truck Repair
- 12. Mayor and Council Reports**
- 13. Manager's Report**
- 14. Adjournment**


Randy Scholz, City Manager

7(c)

City of Ishpeming Statement of Explanation

1. Agenda Item Information

Agenda Item Title: Declare 375 library books surplus

Department: Library

Date Submitted: 7/22/2025

Prepared By (Name & Title): Jesse Shirtz, Library Director

2. Background & Purpose

In order to keep our collection relevant and useful to the community the library adds and removes items on a continuous basis, according to our selection and weeding policies. Because weeded items (items removed from the collection) are considered city property they must be declared surplus by the City Council prior to their disposal. Once declared surplus a list of titles is sent to the Sustainable Shelves program for consideration. Sustainable Shelves provides a credit with our book vendor to the library for the items they select to keep, and the remaining items are recycled or given away.

3. Fiscal Impact

Total Cost / Revenue Impact: No cost / On average receive about \$1/book sent; \$495 since 2021

Funding Source(s): N/A

4. Alternatives:

Do not declare the items surplus and store them elsewhere. They have already been removed from the collection.

5. Recommended Action:

Declare these items surplus so they may be placed on bid; then sold, recycled, or given away.

5. Department Head Approval

Name: Jesse Shirtz

Signature: 

Date: 7/22/2025

6. Attachments / Exhibits

a. itemized list of titles to be declared surplus (as required by City Charter)

9(a)

**CITY OF ISHPEMING
NOTICE OF PUBLIC HEARING
FOR MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
FUNDING FOR Loeffler Block Development (216 W Division St)**

City of Ishpeming will conduct a public hearing on **Wednesday, August 20** at **6:00 PM** at **100 East Division Street, Ishpeming, MI 49849** for the purpose of affording citizens an opportunity to examine and submit comments on the proposed application for a CDBG grant.

City of Ishpeming proposes to use CDBG grant funds in the amount of **\$ 580,000** for **Unoccupied Rehabilitation, for the creation of housing units, along with the other local and private activities and funding**. All activities, upon completion, will benefit low- to moderate- income households. **Zero** persons will be displaced as a result of the proposed activities and **thus, no additional action needed**.

Further information, including a copy of **City of Ishpeming** 's community development plan and CDBG application is available for review. To inspect the documents, please contact **the City Clerk at (906) 485-1091** or review at **Ishpeming City Hall**. Comments may be submitted in writing through **August 20, 2025** or made in person at the public hearing.

Citizen views and comments on the proposed application are welcome.

**City of Ishpeming
Cathy Smith, City Clerk
(906)485-1091**

9(a)(i)

**RESOLUTION #23-2025
CITY OF ISHPEMING
AUTHORIZE SUBMISSION OF A MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG) APPLICATION AND DESIGNATE SIGNATORY AUTHORITY**

WHEREAS, the City of Ishpeming has identified a community development need and proposes to undertake the following project: Loeffler Block Development (the “Project”); and

WHEREAS, the City of Ishpeming intends to apply for funding from the Michigan Community Development Block Grant (CDBG) program in the amount of **\$580,000** with no matching funds from the City of Ishpeming toward the successful completion of the Project; and

WHEREAS, the proposed Project is consistent with the City’s Community Development Plan as described in the Michigan CDBG application; and

WHEREAS, all proposed activities will be undertaken for the purpose of providing and/or improving permanent residential structures, which upon completion will be occupied by low- or moderate-income households; and

WHEREAS, the City of Ishpeming affirms that no project costs, whether funded with CDBG or non-CDBG dollars, will be incurred prior to a formal grant award, completion of required environmental review procedures, and receipt of written authorization to incur costs from the Michigan State Housing Development Authority (MSHDA) CDBG Specialist; and

WHEREAS the City of Ishpeming held all required public participation meetings in accordance with CDBG program guidelines;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Ishpeming hereby authorizes the submission of the Michigan CDBG Application for the above-described Project; and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to sign the CDBG Application and all required attachments on behalf of the City of Ishpeming; and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to sign the Grant Agreement and any amendments thereto; and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to sign Financial Status Report (FSR) Payment Requests; and

BE IT FURTHER RESOLVED that the City Manager is designated as the Certifying Officer for purposes of the environmental review process and other applicable federal requirements.

Approved and adopted by the Ishpeming City Council on this 20th day of August 2025.

Mayor Pat Scanlon

Councilmember Kurt Kipling

Councilmember Ben Argall

Councilmember Brett Argall

Councilmember Jason Chapman

I hereby certify that the above RESOLUTION was adopted at a regular meeting of the Ishpeming City Council on August 20, 2025, by the number of votes required for adoption of a resolution under the Ishpeming City Charter.

BY: Cathy Smith, City Clerk
Name and Title *(please print or type)*

Signature

Date

11(c)



WATERWORTH™

Continuous Utility Rate Management

City of Ishpeming, MI

Prepared by: Paul Barazzuol

Paulb@waterworth.net

206-672-2534

Date: 07/28/2025



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Waterworth // waterworth.net





WATERWORTH™

OUR MISSION

Empowering financially sustainable
local government services and
winning back the public trust.



YOUR GOALS

Based on conversations with the City of Ishpeming's staff, we understand your key goals are:

Ensure services are priced equitably between customer classes and explore cost reallocation scenarios.

Ensure comprehensive long-term planning is guided by the most up-to-date data and scenario exploration.

Present visual data-driven recommendations backed and supported by a professional advising team.

Related priorities:

- **Ensure revenue from utility rates meets revenue requirements while protecting customer affordability.**
- **Understand impacts to water and sewer rates.**
- **Maintain good communication between staff, the council, and the public.**
- **Maintain robust reserve funds to mitigate contingencies on both the operating and capital side.**

Waterworth can help the City of Ishpeming achieve these goals and priorities through **Continuous Utility Rate Management.**

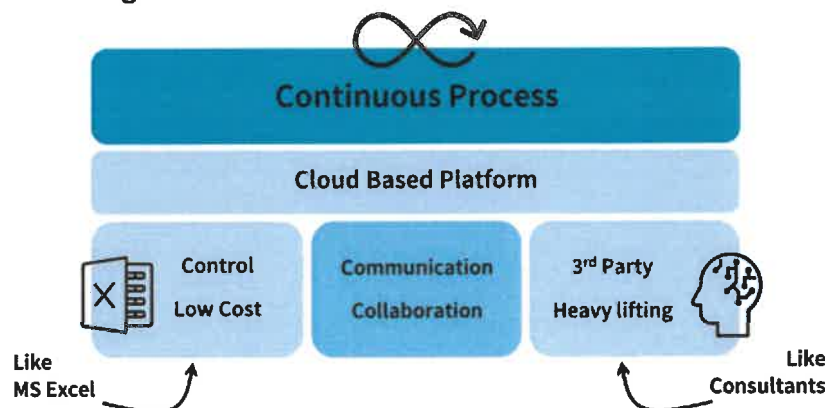
Continuous Utility Rate Management

What is it?

There are two methods of rates management commonly used today. When people want total control and low cost, they build in-house models with Microsoft Excel. We all love Excel - you can build what you want, it's flexible and practically free. It also has headaches. With Waterworth you have the control but without the headaches that come with maintaining an Excel spreadsheet. It's easy to use and very cost effective.

Other communities use rate consultants. They do an excellent job. They're experts and bring credibility to a council presentation. Similarly, the Waterworth team can step in as needed to do the heavy lifting and facilitate communications and action among staff and your elected officials.

Waterworth also addresses a critical gap by enabling easy Communication & Collaboration between individual departments, city administration and elected officials. With Waterworth, options can be carefully and efficiently reviewed, updated, reported on, compared with other scenarios. You can communicate difficult financial stories with ease so Council and the public can really buy in to the right decisions.



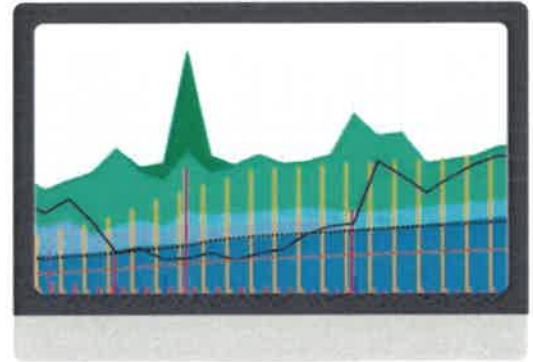
The thing our customers love the most is how we enable Continuous Rate Management. Rate studies are static in time. But variables keep changing - inflation is high, projects are getting repriced and reshuffled, interest rates fluctuate, sometimes you might get a grant, but you don't want to plan on it.

With Waterworth, you can stay in total control of all the moving parts while keeping everyone on the same page. This makes managing rates effortless and builds a synergistic relationship between city and elected officials.

KEY FEATURES

LONG-TERM FINANCIAL MODEL

Develop a full-cost recovery model to understand long-term revenue requirements. Integrate CIP, Master Plans, and future capital reinvestment budgeting along with debt service scenarios, cash reserve policies, and tie it all back to a rate schedule.



ASSET REPLACEMENT SCHEDULE

Leverage your GIS data to produce a long-term asset replacement schedule to understand the cost of sustainable ownership, and benchmark how much to invest annually in capital renewal to avoid emergencies and preserve intergenerational equity.

COST OF SERVICE ANALYSIS

Review historical demand patterns and work towards a true cost-of-service model for each customer category including wholesale customers. Explore cost reallocation scenarios to see how you can make rates more equitable.

RATE DESIGN

Onboard billing data, analyze your current rate structure, easily model new rate structure options and immediately visualize the billing impacts of various options – what the changes will mean for revenues and affordability for residents.

SCENARIO EXPLORATION

Perhaps one of the most powerful features is the ability to quickly create and manage scenarios, compare them visually using 3 comparative modes (difference, side-by-side, overlay) and combine scenarios from different service areas into one complete organization-wide model.

SAVE TIME AND AGGRAVATION

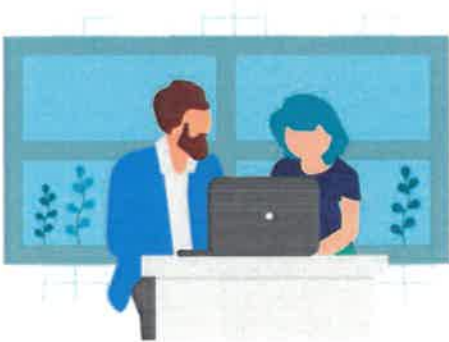
Take pride in telling a better financial story. This makes communicating tough, complex issues easier leading to more efficient conversations. In the end, smarter decisions are made more quickly and with very little effort. Everyone saves time and aggravation.

BENEFITS



LEVERAGE YOUR DATA TO DRIVE BETTER DECISIONS

Up-to-date data reflects the real-world circumstances of your community so you can have confidence that analysis and recommendations plot the best path forward in real-time. Waterworth is compatible with many other systems, so onboarding is relatively easy.



ENSURE LONG-TERM FINANCIAL SUSTAINABILITY

Plan for intergenerational equity by first determining long-term cost of sustainable ownership of infrastructure. Then become financially resilient and mitigate uncertainty about future events through better planning by developing and exploring scenarios.

LEVERAGE PROFESSIONAL SUPPORT THAT'S TAILORED TO YOU

Short-staffed? Think of us as a specialized part of your team. We're here to make sure you are asking the right questions and making progress towards community goals. Support is here, whenever and however you need it: we'll assist with data needs, analysis, scenario exploration, presentation, and succession.

We've got your back!

UNLIMITED SUPPORT & ADVISING

Included with all services. We're here for you by chat, email, phone or zoom as much or as little as needed to ensure you meet your goals.

- Unlimited 1:1 coaching with all included tools
- Expert advice with Financial Modeling, Cost of Service Analysis, Infrastructure Analysis and Rate Design
- Onboarding and refining of external financial model or Pro Forma into Waterworth's financial model
- Assistance with project management and organization to help meet deadlines and stay on track of priorities
- Training for effective communication with elected officials and between departments
- Assistance with analysis of complex datasets, and impact analysis of any scenarios or proposed changes
- Assistance with presenting models internally or to Boards/Councils
- Assistance with onboarding instructions for Assets, Population, Flows or Billing Data
- Training of new staff on Waterworth
- Facilitating succession transitions

METHODOLOGY

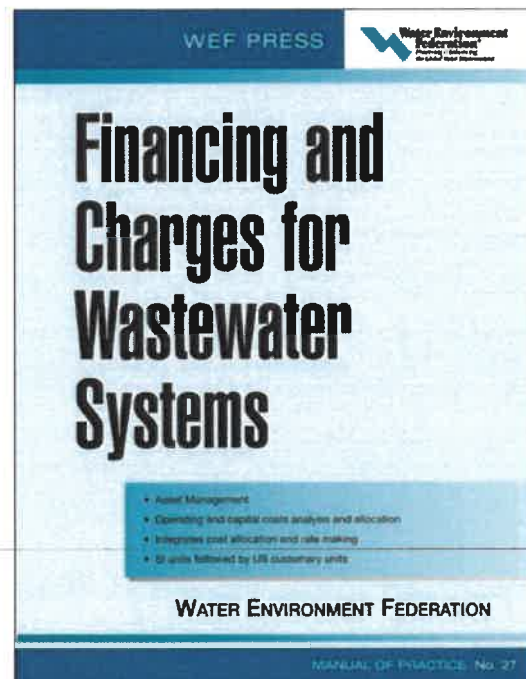
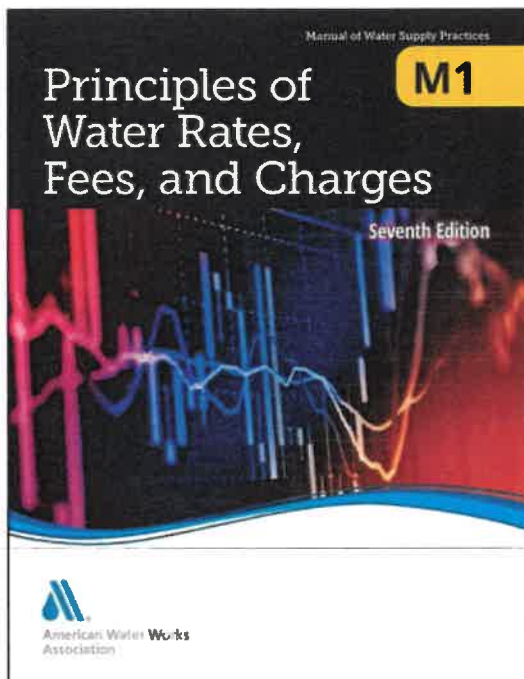
Waterworth is based on the fundamentals of rate design as outlined in AWWA M1 and WEF 27.

These manuals set the industry accepted standard practices in financial planning and rate making to establish cost-based rates, fees, and charges to recover the full costs associated with utilities.



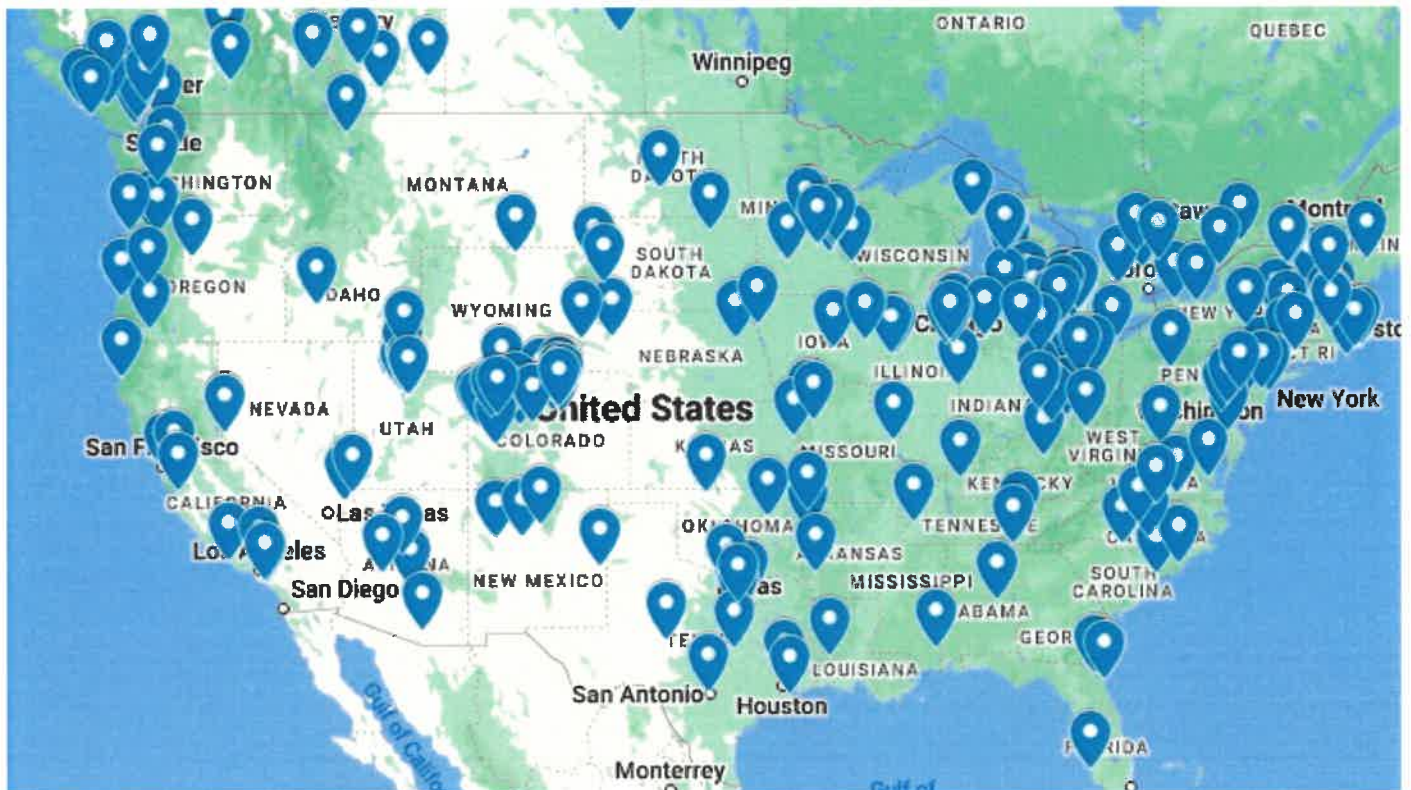
**American Water Works
Association**

Dedicated to the World's Most Important Resource®



WHO ELSE DOES THIS?

Waterworth is trusted by over 300 municipalities across North America.



CLIENT TESTIMONIALS

"We informed our Board that inflation has severely impacted the costs of our capital projects, and it became clear that without a \$7,000,000 bond, we would be in trouble.

It is amazing how much easier this process is now that we have Waterworth. Whenever we have discussions with our Board, we use Waterworth to review and explore options. Because we do this frequently, the board is familiar with the model and so they trust in Waterworth. The discussion regarding the need to obtain the \$7,000,000 bond lasted less than 10 minutes."

Wes Smith, CFO

Virgin Valley Water District, Nevada



"What's great about Waterworth is that I don't have to wait for a consultant and compile all kinds of information.

I can go into my model and get a snapshot of what I'm looking at... it's the convenience of being able to get the information I need quickly and whenever I want."



Yvonne Acuña, Assistant Finance Director
City of Leon Valley Texas

John Mastandona, Director of Finance
Village of Western Springs, Illinois



"That's how we have found Waterworth to be valuable: showing our elected officials the scenarios of if we don't do anything, if we do something, and having those changes side by side."

"We've been trying to do this on our own for 10 years, to have something so turnkey was just an absolute blessing."



Lisa Vollbrecht, Public Utilities Director
City of St. Cloud, Minnesota

ANNUAL SUBSCRIPTION

Modules	Description	Price
Cost of Service Analysis	Software Access to Water and Sewer Service Areas Unlimited Support and Advising for Water and Sewer Service Areas	\$11,000
Rate Design		
Financial Model		
Asset Features		
Scenario Exploration		

Total USD \$11,000

Included:

- Implementation
- Unlimited User Licenses
- Unlimited Support and Advising
- Training
- Workshop Facilitation
- Presentation
- Assistance with: Data Onboarding, Data Analysis, Scenario Exploration



Subscription effective date is on the day of the Getting Started Meeting when user sign-in accounts are created. Renewal invoices will be sent 60 days before the anniversary of the effective date. Prices set to increase by 5% per year.

ANNUAL SUBSCRIPTION

Modules	Description	Price
Rate Design	Software Access to Water and Sewer Service Areas	\$8,800
Financial Model	Unlimited Support and Advising for Water and Sewer Service Areas	
Asset Features		
Scenario Exploration		

Total USD \$8,800

Included:

- Implementation
- Unlimited User Licenses
- Unlimited Support and Advising
- Training
- Workshop Facilitation
- Presentation
- Assistance with: Data Onboarding, Data Analysis, Scenario Exploration



Subscription effective date is on the day of the Getting Started Meeting when user sign-in accounts are created. Renewal invoices will be sent 60 days before the anniversary of the effective date. Prices set to increase by 5% per year.



MUNI WORTH

Waterworth's sister solution, Muniworth brings the same analytical and financial planning power to all of your publicly funded services.

Muniworth is an easy-to-use cloud-based analytics platform that uses data visualization to make analysis, planning and communication about funding key infrastructure easier for everyone to understand and talk about.

Along with experienced advising and professional support, Muniworth makes your job easier.

- Easily communicate city-wide capital needs
- Develop a comprehensive financial plan
- View aggregated analysis across departments and entire organization
- Visualize data consistently
- Ensure sufficient funding for all services

Service areas include: Streets, Facilities, Fleet, Parking, Landfill, Solid Waste, Recycling, Public Safety, Fire, Airport, Marina, and many more, in addition to General Fund.



Anthony Theodorou, Engineer
KLJ Engineering



"We're figuring out how to overlap these things, to see when water and sewer projects are coming up... and how they'll line up with our road projects. In Muniworth, you can jump in and out of those different utilities."

Unique Value Proposition Document

Waterworth is a unique and specialized solution with no comparable alternative. No customer has ever had to procure Waterworth through an RFP process.

Sole Source Qualifying Factors

1. Unique & Proprietary Technology
2. Highly Specialized Purpose-Built
3. Compatibility with Existing Systems
4. Quick Implementation & Training
5. Professional Advice & Coaching

Based on the Sole Source Requirements outlined by the National Association of State Procurement Officials (NASPO), the Single/Sole Source Procurement our clients have referenced when subscribing to Waterworth.

Unique Value Proposition Document available upon request:



- Template memo to council/board that you can edit
- Detailed documentation describing what is unique and specialized about Waterworth to assist in varying procurement approaches

11 (d)

RESOLUTION #20-2025
City of Ishpeming
Support of Amtrak Service to Michigan's Upper Peninsula

WHEREAS, passenger rail service provides significant economic, environmental, and social benefits by connecting communities, encouraging tourism, supporting local businesses, and reducing carbon emissions; and

WHEREAS, current Amtrak services terminate in the Lower Peninsula of Michigan, limiting direct, efficient transportation options for residents and visitors to the Upper Peninsula, including the City of Ishpeming; and

WHEREAS, Ishpeming and the broader Upper Peninsula have demonstrated strong potential for increased tourism, business travel, and local mobility, which would be further enhanced by access to passenger rail service; and

WHEREAS, expanded Amtrak service would provide alternative transportation options to rural and underserved residents, improve regional mobility, and encourage sustainable travel practices; and

WHEREAS, investing in passenger rail infrastructure and service is consistent with regional economic development goals;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Ishpeming, Michigan, strongly supports the extension of Amtrak passenger rail service to the Upper Peninsula, including consideration of routes serving Ishpeming and surrounding communities; and

BE IT FURTHER RESOLVED, that the City of Ishpeming urges state and federal transportation agencies, Amtrak, and regional partners to prioritize feasibility studies, infrastructure investments, and community engagement as steps toward realizing this important expansion; and

BE IT FINALLY RESOLVED, that the City Clerk shall forward a copy of this resolution to the Michigan Department of Transportation, Amtrak, the offices of the Governor and state legislators, and other relevant partners to advocate for enhanced passenger rail access for the Upper Peninsula.

Ayes: _____

Nays: _____

Absent: _____

I hereby certify that the above RESOLUTION was adopted at a regular meeting of the Ishpeming City Council on August 20, 2025, by the number of votes required for adoption of a resolution under the Ishpeming City Charter.

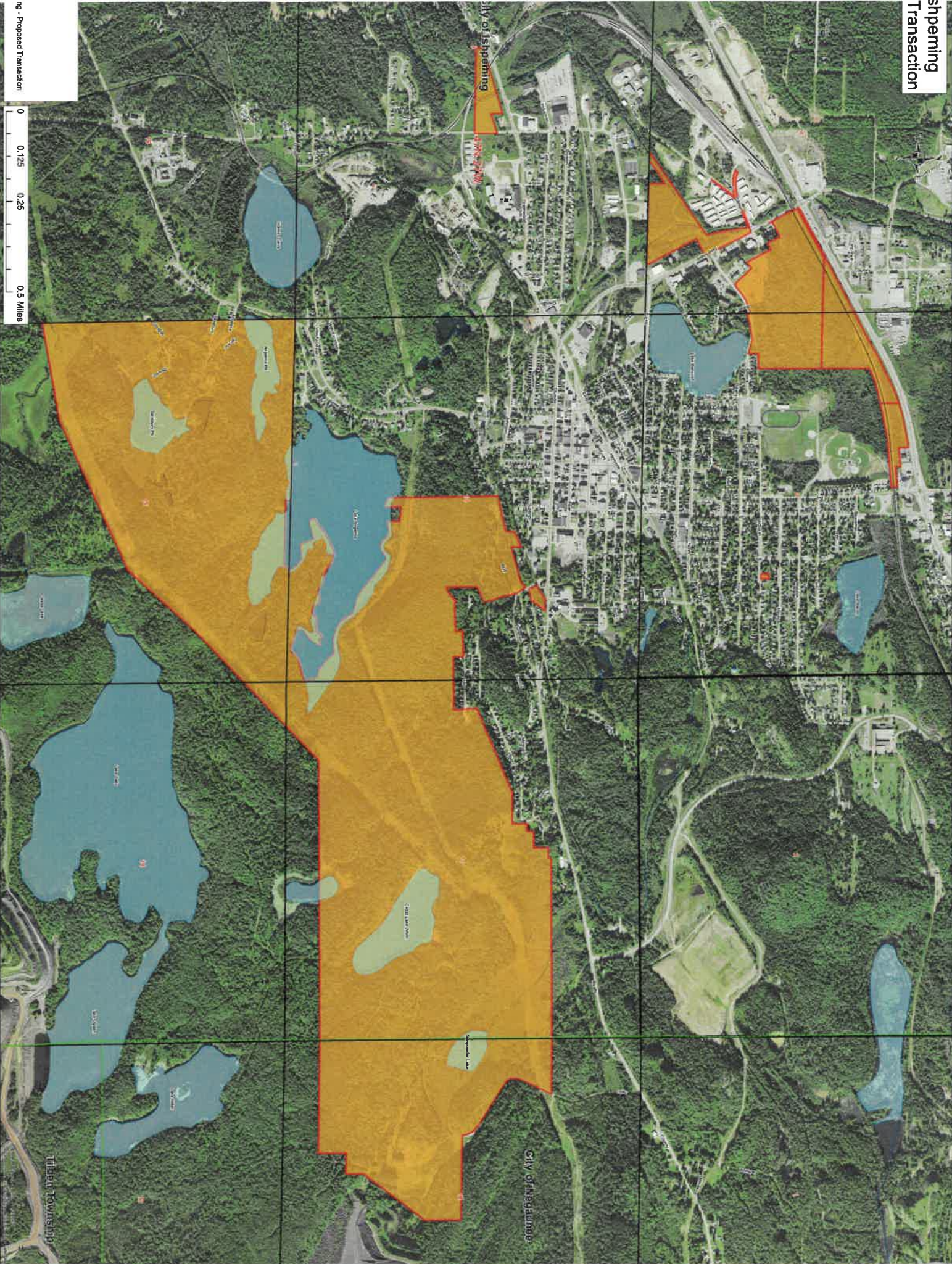
BY: _____
Cathy Smith, Ishpeming City Clerk

11 (K)

Proposed Total acers 1,107

Proposed purchase price \$239,753

Proposed cost per acer \$216.58



11(1)

**PROPOSED
Ordinance #7-700**

AN ORDINANCE TO REGULATE SHORT-TERM RENTALS

**THE CITY OF ISHPEMING, MARQUETTE COUNTY, STATE OF MICHIGAN
HEREBY ORDAINS:**

Section 1. PURPOSE

It is the intent of this ordinance to authorize the establishment of Short-Term Rentals in the City of Ishpeming and provide for the adoption of reasonable restrictions to protect the public health, safety and general welfare of the community at large; to retain the character of neighborhoods; and to mitigate potential impacts on surrounding properties and persons.

Section 2. APPLICABILITY

A. This Ordinance applies to all Dwelling Units in the City of Ishpeming and owners of those dwellings which are rented as a Short-Term Rental. No Short-Term Rental may occur in the City unless in compliance with this Ordinance.

Section 3. DEFINITIONS

A. Bedroom – A separate single purpose room used specifically for sleeping purposes, having a door used for ingress and egress purposes and a code approved egress window. A bedroom for a single person must not be less than seventy (70) sq. ft. and 50 additional sq. ft. for each additional person. It must be a single purpose room and meet all applicable standards for building, residential and fire codes.

B. Capacity – Capacity is the number of overnight occupants permitted in a Short-Term Rental under this ordinance and as listed on the approved Rental Permit issued by the City of Ishpeming.

C. Dwelling Unit (DU) – One or more rooms, designed, occupied, or intended for occupancy as separate living quarters with cooking, sleeping, and sanitary facilities provided within the dwelling unit for the exclusive use of a household.

D. Local Contact Person – A local property manager, owner, agent, or caretaker of the Owner of a Short Term-Rental, who is available to respond to rental, and neighborhood questions or concerns, or any agent of the owner authorized by the owner to respond to take remedial action and respond to any violation of this Ordinance and/or complaints. Must be a resident of Marquette County.

E. Parking Space – an area of at least 9' x 18' located off-street, outside of a road right-of-way in a

garage or carport, or within a paved or gravel driveway or parking pad.

F. Rental Permit – A Short-Term Rental Permit issued by the City of Ishpeming authorizing a Short-Term Rental on an approved site.

G. Short-Term Rental – A residential dwelling, not owner-occupied, which is rented all, or in part, on a daily, weekly, or monthly basis for thirty (30) days or less for overnight accommodations. Meals are not provided with rental, but kitchen and/or dining facilities are available for guests to prepare their own meal.

H. Special Events – In association with a Short-Term Rental, a wedding, outdoor party, family reunion, bachelor or bachelorette parties, or similar gathering or activity that exceeds the maximum number of Occupants allowed under a rental Certificate. (See Section 5 C.)

Section 4. SHORT TERM RENTAL OWNER REQUIREMENTS

A. Rental Permit Issuance: A Rental Permit is required prior to the rental of any Short-Term Rental. A Rental Permit issued by the Rental Code Enforcement Officer shall be valid for a period of one (1) year unless revoked by the City or if an ownership interest change occurs related to the real property hosting a Short-Term Rental.

1. A Rental Permit will be issued after review and receipt of a complete and approved application.
2. The Rental Permit shall indicate the maximum number of occupants that can be accommodated at the rental in accordance with the standards listed in this ordinance (See Ordinance definition of Capacity).
3. A Rental Permit and Rental Permit Certificate holder shall be subject to all of the standards and penalties of this Ordinance.
4. It is the Rental Permit holder's responsibility to inform the City of any change in caretaker or contact information for the Rental Certificate holder or caretaker.
5. The number of bedrooms shall be as certified by the applicant, based upon the definitions found in this ordinance.
6. The total number of Rental Permit(s) issued for Short-Term Rental(s) will be limited to a maximum of fifty (50). Any issuance will be within these limits in accordance to records kept by the Rental Code Enforcement Officer.
7. **Local Contact Person**
 - a. Each owner of a Short-Term Rental must designate a local contact person who has access and authority to assume management of the unit and take remedial measures to address any violations of this Ordinance.

b. The Local Contact Person must be available twenty-four (24) hours a day during the rental period of a Short-Term Rental and be within forty-five (45) minutes travel time of the property (or portion thereof) used for a Short-Term Rental.

c. An owner meeting the requirements of the above may designate themselves as the Local Contact Person.

d. The Local Contact Person's name, contact information (phone number, email address, etc.) and Rental Certificate number shall be posted outside on a prominent place of the Short-Term Rental.

8. Rental Certificate Number: The unique Short-Term Rental Certificate number issued by the City shall be included in any advertisement for the rental unit as shall the approved capacity of the Short-Term Rental as authorized by this Ordinance.

9. Sanitary Waste: A Short-Term Rental must be connected to a public sewer system. Failure or operational deficiency of the sewage waste disposal system shall be grounds for immediate revocation of the Rental Certificate. A Short-Term Rental may not utilize Porta-Johns or similar methods of handling waste.

10. INSURANCE:

The owner shall provide the city with an insurance certificate specifying use as a short-term rental. Which includes replacement cost and debris removal coverage in case of fire. Insurance carrier shall provide the City with 10 days' notice of cancellation. A cancellation notice shall mean that the rental permit is immediately void/revoked.

Section 5. SHORT-TERM RENTAL APPLICATION FORM

(all requested information must be submitted or it will be returned without review)

A. Rental Certificate (Capacity): The application form shall indicate the Maximum number of renters or overnight occupants or the approved capacity.

B. Limits on Short-Term Rentals: A parcel may only host one (1) Short-Term Rental.

C. Review and Application Form: Applications will be reviewed by an individual designated by the Ishpeming City Council to develop, review and renew application forms for a Rental Certificate.

D. Application Fee: An application fee may be established by resolution of the Ishpeming City Council.

E. Incomplete applications: The City will not review any incomplete Rental Application(s) and will return them to the applicant.

F. Renewal: Holders of Rental Certificates must renew them prior to expiration by re-submitting the application form including the required fee.

G. Modification: Any changes in conditions related to a Short-Term Rental will require re-submission and approval of a new application and payment of a new application fee.

H. Notice to Adjacent Property Owners: Upon issuance of a Rental Permit or renewal, the owner or local agent must mail or deliver a copy of the street address, maximum capacity of the Short-Term Rental, the Rental Permit and the name and 24-hour telephone numbers of the Owner and the Local Agent to all property owners within 200' of the parcel boundaries.

Section 6. SHORT-TERM RENTAL REGULATIONS PERTAINING TO OCCUPANTS

A. Parking: Parking for guests in a Short-Term Rental shall only be in identified Parking Spaces as defined in this ordinance and submitted on a to-scale Site Plan to the City. All parking associated with a Short-Term Rental shall be out of the roadway and entirely on-site (in a garage, driveway or other improved parking area. No on street parking shall be permitted by renter occupants or included in any calculation of rental capacities in association with a Short-Term Rental.

B. Trash: Refuse and recyclables shall be stored and fully contained in appropriate containers with tight fitting lids or bagged and secure in appropriate containers with tight fitting lids, or bagged and secure in caged enclosures, and shall be regularly picked up weekly by curbside service with a licensed waste hauler.

C. Special Events: A Short-Term Rental may not be used for special events such as: a wedding, outdoor party, family reunion, bachelor or bachelorette parties, or similar gatherings or activities, if such Special Event will exceed the capacity of the Short-Term Rental or otherwise violate this Ordinance.

D. Capacity Limit: The maximum number of overnight Occupants shall be limited as follows: For a Short-Term Rental having one Bedroom, the maximum number of Occupants is four persons. For any Short-Term Rental with two or more Bedrooms, the maximum number of Occupants shall be determined by multiplying the number two (2) times the number of Bedrooms. Note: A maximum of four (4) children under the age of thirteen (13) years shall not be counted in the capacity limit of the Short-Term Rental. For parcels under ten (10) acres, the maximum Capacity shall not exceed ten (10) Occupants. For parcels ten (10) acres or more, the maximum Capacity shall not exceed fourteen (14) Occupants.

E. Egress: A door and an available window are required to provide emergency access. Both door and available window must be within the immediate sleeping area for overnight occupant(s). Both door and available window must be in conformity with applicable residential, building and fire codes No overnight occupant(s) shall be lodged in any portion of a Short-Term Rental (including Bedrooms) unless these qualifications are met.

F. Occupants Limited to the Short-Term Rental: All overnight lodging of Occupants is to be exclusively within the Short-Term Rental. Accessory structures, recreational vehicles, motor homes, and travel trailers or tents placed on the property of a Short-Term Rental shall not be used in any manner for overnight occupancy.

G. Noise: Noise must be limited to that which does not disturb the quiet, comfort or repose of a reasonable person of normal sensitivities. Quiet hours shall be from 10:00 P.M. to 8:00 A.M. Quiet hours relates to any noise that would prevent sleep within neighboring properties.

H. Fireworks: The use of any fireworks shall comply with City of Ishpeming Ordinance No. 2-400 FIREWORKS, as amended.

I. Pets: Pets shall be secured on the premises or on a leash at all times.

J. Campfires or Firepits: Are subject to Ordinance #4-1100 Open Burning Without a Permit, Section 4-1104.1 Unusual Smoke or Odor Conditions.

K. Fire Protection Devices: A minimum of two type ABC fire extinguishers and the minimum number of battery powered or hard-wired smoke / carbon monoxide / fire alarms as may be required by State law, annually tested and certified by the owner as functional, shall be properly placed and installed in Code mandated locations in the Short-Term Rental.

L. Notice to Occupants: The foregoing regulations shall be provided to the Short-Term Rental occupants as part of a written agreement. In addition, a placard shall be posted in a prominent place in the Short-Term Rental describing the fore-going regulations, including, but not limited to, the capacity of the Short-Term Rental, the name and contact information for the local contact person, and the location of fire extinguishers, and a map showing the exits of the Short-Term Rental.

M. Compliance: At all times the Short-Term Rental and occupants of the Short-Term Rental must comply with all applicable local, state, and federal laws and regulations.

Section 7. SIGNS

A Short-Term rental is permitted an on-site identification sign no larger than two (2) square feet in area.

Section 8. VIOLATIONS AND REVOCATION OF RENTAL CERTIFICATE

A. Violations: Any of the following will be considered a violation of this ordinance;

1. Failure to update information with the City when conditions change from an application for a Rental Certificate; and
2. Advertising or allowing occupancy in excess of that allowed under the Rental Certificate;

and

3. Failure of the Rental Certificate Holder or his/her Local Contact Person to be available at any time during the tenure of an active Short-Term Rental; and
4. Providing false or mis-leading information on the application for a Rental Certificate; and
5. Failure to obtain a Rental Certificate when operating a Short-Term Rental; and
6. Failure to comply with any of the regulations under Section Six (6) Short-Term Rental Regulations Pertaining to Occupants; and
7. Any violations of the terms of this Ordinance.

Section 9. DENIAL OF APPLICATION; APPEAL

A. Should the Rental Code Enforcement Officer deny a Certificate, the applicant shall have ten (10) days from the mailing of the denial to appeal the denial to by filing a notice of appeal with the City Clerk. The City Manager may require additional information or act upon the appeal based upon the information supplied to the Rental Code Enforcement Officer. Should the City Manager reverse the decision of the Rental Code Enforcement Officer he shall issue a provisional license. Should the City Manager affirm the Rental Code Enforcement Officer's decision, the City Manager shall issue a written notice affirming the decision.

B. The applicant shall have ten (10) days from the mailing of a decision by the City Manager affirming the decision of the Rental Code Enforcement Officer to appeal to the City Council by filing a notice of appeal with the City Clerk. The City Council shall hear the appeal at its next regular meeting, but not sooner than five (5) days from the receipt of the appeal notice.

Section 10. RENTAL CERTIFICATE

A. A Rental Certificate shall be valid for one year from the date of issuance, unless denied.

B. A valid Rental Certificate may be renewed on an annual basis by submitting an updated Renewal Certificate upon a form provided by the City, gaining approval by the Rental Code Enforcement Officer and payment of the annual license fee. The Rental Code Enforcement Officer shall evaluate the renewal application using the same criteria applicable to new applications. Application to renew a Rental Certificate shall be filed at least thirty (30) days prior to the date of its expiration.

C. Should the renewal application be denied, the procedure outlined in Section 9. above shall apply.

Section 11. PENALTIES AND ENFORCEMENT

A. Any person who violates any of the provisions of this Ordinance shall be responsible for a

municipal civil infraction and subject to the payment of a civil fine of not more than Five Hundred dollars (\$500.00) plus costs. Each day a violation of this Ordinance continues to exist constitutes a separate violation. A violator of this Ordinance shall also be subject to such additional sanctions, remedies and judicial orders as are authorized under Michigan law.

B. A violation of this ordinance is deemed to be a nuisance per se. In addition to any other remedy available at law, the City may bring an action for an injunction or other process against a person to restrain, prevent, or abate any violation of this Ordinance.

C. A Rental Certificate issued under this ordinance may be revoked on any of the following basis:

1. Any violation of this ordinance.
2. Fraud, misrepresentation or the making of a false statement by an applicant, licensee, owner stakeholder while engaging in any activity for which this ordinance requires a license or in connection with the application for a license or request to renew a license.
3. The license holder or any of its stakeholders is in default to the City personally or in connections with any business in which they hold ownership interest, for failure to pay property taxes, special assessments, fines or fees.

D. Acceptance of a license by a licensee constitutes consent by the licensee and its owners, officers, managers, agents and employees for any state or local fire, emergency or law enforcement personnel to conduct random and unannounced examinations of the facility and all articles of property in that facility at any time to ensure compliance with this ordinance, any other local ordinances or regulations, and with the license.

Section 12. SEVERABILITY

In the event that any one or more sections, provisions, phrases or words of this ordinance shall be found to be invalid by a court of competent jurisdiction, such holding shall not affect the validity or the enforceability of the remaining sections, provisions, phrases or words of this ordinance.

Adopted:

Effective:

11(m)

City of Ishpeming Statement of Explanation

1. Agenda Item Information

Agenda Item Title: Sutphen Aerial Fire Truck Repair

Department: Fire

Prepared By (Name & Title): Jason Annala, Fire Chief

Date Submitted (MM/DD/YYYY): 8/12/2025

2. Background & Purpose

During annual maintenance of the Stuphen Aerial ladder truck, it was determined that the pump packing needs to be replaced and there several fluid leaks on the pump gear casing. The truck will have to go to North Star EVS in Woodruff, WI to be repaired.

3. Fiscal Impact

Total Cost / Revenue Impact: \$3,340

Funding Source(s): To be determined.

4. Recommended Action & Alternatives

Recommended Action: Approve Repair as presented.

5. Approval & Routing

Name: Jason Annala

Signature:  Date: 8/12/2025

6. Attachments / Exhibits



Pomasl Fire Equipment, Inc.
1918 Neva Road, PO Box 267
Antigo, WI 54409
+18006866886
dan@pomasl.com OR kevin@pomasl.com
www.pomasl.com

Estimate 4039

ADDRESS	SHIP TO	DATE	TOTAL
City of Ishpeming 100 E. Division Street Ishpeming, MI 49849-2084	City of Ishpeming c/o City of Ishpeming FD 100 S. Lake Street Ishpeming, MI 49849	08/09/2025	\$3,340.00

SALES REP
Dan Pomasl

QTY	DESCRIPTION	RATE	AMOUNT
1	Truck Repairs: Reference Truck 2037, Sutphen Aerial	0.00	0.00T
16	Pump Packing Drip Rate Is Excessive With No Pump Packing Adjustment Left. Blow Out And Replace Pump Packing. If Packing Does Not Blow Out, The Gear Case, Bearing Housing, And Drive Gear Will Need To Be Removed To Access And Manually Remove Packing. This Estimate Is For Gear Case Removal, As Packings Normally Won't Blow Out. Customer Will Be Billed For Time and Material Used Only	140.00	2,240.00T
1	Hale ZM Packing Replacement Kit, 296-0030-10-0	262.00	262.00T
1	XLG Gearbox Cover Gasket, 046-6370-01-0	16.00	16.00T
1	QHD Oil Seal, 296-2540-00-0	95.00	95.00T
1	QSMD-W263 Housing Gasket, 046-0220-00-0	16.00	16.00T
1	CIR-W263 Gasket, 046-6020-00-0	16.00	16.00T
1	Shipping And Tariff Charges	35.00	35.00T
4	Pump Gear Case Has Several Fluid Leaks Troubleshoot And Repair As Needed	140.00	560.00T
1	Estimated Materials Needed	100.00	100.00T
*** Work To Be Performed At North Star EVS			
*** In Woodruff, WI			
*** Transportation Help w/Vehicle Can Be Arranged			
*** Contact Us If Required			
SUBTOTAL			3,340.00
TAX			0.00
TOTAL			\$3,340.00

THANK YOU.

Demers Ambulances - Crestline Ambulances - Pierce Fire Apparatus - FR Conversions Ambulances
Amkus Rescue Tools - Scott Safety - LION Safety Apparel - Cairns/MSA Helmets
PLUS hundreds of additional products and services

City of Ishpeming Manager's Report

Council Meeting – August 20, 2025

(Reporting Period: July 14 – August 8, 2025)

1. Operational and Administrative Updates

- Held weekly meetings with Grant and Cathy
- Held weekly meetings with legal counsel
- Participated in monthly meetings with department heads
- Met monthly with the Planning Commission Chair
- Attended weekly construction meetings with contractors – the Mayor also attends
- Met with Chris Germain (LSCP) and the Mayor – Plan to meet quarterly
- Met with DPW Director and Planning & Zoning Director – coordinating between the two departments
- Meeting with Chris Katona (MMRMA) – update on climes
- Meeting about health insurance with Michael Hagerty – WMHIP
- Met with Waterworth and Grant – regarding software to do short/long term budgeting and rate studies
- Met with City Manager from Negaunee – looking for ways to work together
- Met with blight workgroup – went over documents to use for each property
- Met about MSHDA grant for Division Street project
- Met with 906 Technologies – working on a six-year CIP for replacing computers & other IT related equipment
- Attended DDA meeting
- Met citizen about construction on Division street – going to raise road by intersection to prevent water from pooling on street.
- Talked to Cascade about garbage and recycling carts – will work with Grant to put on CIP
- Attended Planning Commission Meeting – Talked about goals for the Commission
- Met about MSHDA CDBG – Division street project
- Meeting with Pablo Majano – RRC check-in
- Meeting with NFC- Partnerships – Possible grant for outdoor workout center

2. Capital Projects and Infrastructure

- Met about grant opportunities for recycling containers
- DPW has begun work on the skate park location
- Continued weekly meetings with contractors on active projects

3. Financial and Budgetary Overview

- Met with Grant about budget amendments

- Met with Marquette County Equalization Director, Grant, and Mayor – talked about taxation and how it works for increasing the tax base for the city – very complicated – bottom line we need new home construction and new/improvements to commercial buildings
- Grant has begun assembling the Capital Improvement Plan (CIP)

4. Community Engagement and Public Services

- Meeting with County Commissioner – Dana Lalonde
- Interviewed by Briana Bancroft about city leadership and its impact on local education
- Met with citizens about construction project on Houghton Street – resolved their concern
- Visited local businesses with the Mayor
- Participated in a meeting with LSCP regarding rebranding