

April 15, 2015
Worksession
6:30 p.m.

Present: Councilors Tuisku, Bauman, Hodur, McKenzie, Belej and Blau.
Absent: Councilor Slivon
Also present: Wayne Butler, Bill Marlor, John Haeussler and Susan Burack .

Reviewed and Discussed:

1. Quarterly Police Report (January, February and March)
 - 32 assist other departments, general assists 105, hit & run 12, medical assists 55, PDA 50, ID theft/fraud 12, alarms 20, snow complaints 5, parking complaints 20, domestics 7, bad checks 1, arrests 9 and lost/found 10. Total of 600 complaints
2. Mark Erhart – Assessing
 - upload April 21st or 22nd copy of 2015 roll send to vendor
 - 4025 form for taxable value need ASAP
3. Regular meeting accept insurance proposals (May 20th, 2015 – 2016)
 - Two proposals received – Hannula (current carrier) and Tervo
 - Decision to be made at a Special / Budget Worksession meeting 4-29-15
4. Portage Health Ball, Dial Help Dinner and Little Brothers Event, anyone interested in attending, let the City Manager know.
5. FYI- Gazette called to inquire about the situation at the Hancock Housing Commission regarding former Director and certain cost.
6. Parking on Quincy Street with regards to the streetscape.
 - Reservation no loss of parking, 100 Block of Quincy no loss of parking, 200 Block of Quincy Street 1 spot lost, 300 Block of Quincy Street no loss of parking, 400 Block of Quincy Street 1 spot lost, 500 Block of Quincy Street no loss of parking and 600 Block of Quincy Street 2 spots lost. Total of 4 spots.
7. Schedule a Community Development meeting sometime in May with Joe, Ted and Kevin
 - Review the house on M-26 by Swedetown Creek and look at other projects.
8. Personnel Update.
 - Bob Harter retiring in May
 - Bill Jacques retiring in June
9. City spent about \$3600 on the Rhino used to groom the Maasto Hiihto Ski Trail.
 - This machine will have to be replaced next year.
10. Looking to purchase a new ATV for the Driving Park to replace the used one that burned last year.
11. Sewer Flows were very high in March. (36%)
12. MML May issuer is going to feature an article about Finlandia University and the HCH.
13. We had five water breaks on the main line on Cooper Street this spring.
14. Mayor McKenzie is working on a chicken ordinance and we have received many e- mails about closing Scott Street permanently. (Kevin, Ted and Lisa to review)
 - Betty Toutant not in favor of chickens in the City of Hancock.

Moment of Silence for former Mayor and Planning Commission Chairperson Dan Lorenzetti who passed away this month.

Regular Meeting
April 15, 2015
7:30 p.m.

The regular meeting of the Hancock City Council was held in the Council Chambers on Wednesday, April 15, 2015 at 7:30 p.m. with Mayor McKenzie presiding. The United States Flag was honored by all in attendance with the following duly qualified Councilors being present:

Councilors: Tuisku, Bauman, Hodur, McKenzie, Belej and Blau.
Absent: Councilors Slivon.

Moved by Councilor Hodur and seconded by Councilor Belej to amend the Agenda as follows:

Add: to new business #15 Insurance Proposals, table to the 4-29-15 meeting and #16 set a Public Hearing for the closure of Scott/Elm street

Yes: All

No: None

Motion Carried.

Moved by Councilor Hodur and seconded by Councilor Tuisku to excuse Councilor Slivon from tonight's meeting for medical reasons.

Yes: All

No: None

Motion Carried.

correspondence

MDOT letter regarding audit results from 10-1-12 to 9-30-13

Letter from David Hall re: Hancock DDA and the Hancock City Council - Hancock Streetscape and making downtown safer to cross.

Letter re: the Hancock Streetscape Project.

Moved by Councilor Belej and seconded by Councilor Tuisku to place the correspondence on file as presented.

guests

Public Comments:

1. Susan Burack – 103 Quincy Street re: Is the City doing a neighborhood clean-up along with the annual spring clean-up on May 8th?
2. Allison Mills, 1112 Roberts; in favor of chickens.
3. M. Laitila, 300 Cooper Ave.; should review the animal ordinance as a whole.
4. Cramer, 1121 Roberts; wrote the proposed ordinance and is in favor of chickens.
5. Heather Bringber, 309 Wright; in favor of chickens.
6. John Haeussler, 1203 Portage Street; what is the status of World of Wood construction? Have they relocated the storm sewer? Regarding item #8 under new business (WUPPDR Rec. Plan update for 2016 at a cost of \$2000). Can't the City do the update? Regarding the request from the Portage Lake District Library to put a request on the Ballot for 2 mills to support the library. Criminal to ask taxpayer to pay for a library that is not located in the City. If the few residents want to use pay the use charge. Regarding the Ingot Street Cemetery (Quincy Mine Cemetery) The owner of the property was well aware of the cemetery when he purchased the property. Cemetery is covered in construction debris and the City marking is just pushed off to the side. Who has the authority over this Cemetery? Regarding chickens – predator problems, city vs non-city issue – should have a public hearing – not in favor of chickens in the City.

minutes approval

Moved by Councilor Hodur and seconded by Councilor Slivon approving the minutes of the March 18, 2015 worksession, special presentation and regular meeting as corrected.

Yes: All

No: None

Motion Carried.

reports

Recreation Commission minutes of 3-10-15

Planning Commission minutes of 3-23-15

Moved by Councilor Tuisku and seconded by Councilor Belej to acknowledge the reports as presented and place them on file.

Yes: All

No: None

Motion Carried.

Insurance Proposals (May 20th 2015 to May 20th 2016)

1. Jeff Mikesch, Tervo Agency (Trident) \$51,440.00
2. Mark Hannula, Hannula Agency Inc. (HCC Public Risk MI) \$46,575.00
3. Action to be taken at the 4-29-15

admin report

1. Update on the PLWSA 2015 Bond Refinance.
 - 4M Bond savings of \$193,000
2. Update on the Hancock Transportation Survey (Copper Country TICK)
3. DEQ Recycling Grant application for \$46,200 for a total project of \$77,929.66.
4. 2016 Water Project financing update.
 - Loan \$1,992,000 Grant \$1,808,000 interest rate of 2.1250%
5. Streetscape Comments from OHM on file for review.
6. Spring Clean-Up May 8th and 9th and leaf pick-up May 11th and 18th
7. Joint meeting with Houghton on Thursday, April 23rd at the Carnegie Museum.
 - PLWSA refinancing resolution; MDOT bridge update; SmartZone CEO update and Proposal #1.
8. New leaf and grass bio-bags update.
 - Bill Marlor – old clear bags wouldn't bio-degrade new green bags are suppose to breakdown faster.
 - Dock at the Hancock Beach was removed by the City Crew.
9. SHPO review of 200 Hancock Street (Vollwerth's) Project.
 - Approved.
10. AMAR review by the State of Michigan.
 - Countywide State Tax Commission review. State hired a 3rd party contractor to do review.
 - 11 counties in the UP only 4 were not included.
 - Matt Arko resigned on 3-31-15, turned in his taxing certificate to the State.
11. \$11,000 Tori Grant was turned down.
12. 2015 small and large City projects list.
 - List on file at the Clerk's Office for Water, Sewer, DPW Facility, Beach, Parks and so on.

old business

None at this time.

new business
march 15 a/p

Moved by Councilor Blau and seconded by Councilor Tuisku approving the accounts payable for March in the amount of \$141,119.88 and authorizing payment as follows as funds become available.

General	\$35,470.10
Transit	4,966.61
Sewer	49,633.48
Water	39,626.90
Motor V	<u>11,422.79</u>
Total	\$141,119.88

Roll Call Vote:

Yes: Councilors Blau, Belej, McKenzie Hodur, Bauman and Tuisku.

No: None

Motion Carried.

add'l checks typed in mar

Moved by Councilor Hodur and seconded by Councilor Tuisku approving the additional checks typed in the month of January, in the amount of \$819,981.58 and authorize payment as follows:

Expenses	\$ 65,937.66
<u>Transfers</u>	<u>753,043.92</u>

Total \$819,981.58

Roll Call Vote:

Yes: Councilors Tuisku, Bauman, Hodur, McKenzie, Belej and Blau.

No: None

Motion Carried.

2015 bridgefest
contribution

Moved by Councilor Hodur and seconded by Councilor Tuisku authorizing a \$1500 contribution to the 2015 Bridgefest committee that was budgeted.

Roll Call Vote:

Yes: Councilors Blau, Belej, McKenzie, Hodur, Bauman and Tuisku

No: None

Motion Carried

pc appointment

Moved by Councilor Belej and seconded by Councilor Hodur appointing Clark Korpela to the Planning Commission to fill a term ending February 15, 2018.

Yes: All

No: None

Motion Carried.

dda resignation
jim bogan

Moved by Councilor Blau and seconded by Councilor Belej to accept with regret the resignation of Jim Bogan from the Hancock DDA and directing the City Manager to send a letter of appreciation.

Yes: All

No: None

Motion Carried.

mdot resolution 01-15

Moved by Councilor Hodur and seconded by Councilor Belej approving and adopting Resolution #01-15 as follows:

MDOT Project Authorization Resolution

WHEREAS, this resolution shall approve execution of the MDOT Project Authorization, Agreement #2012-0093, authorization #P5/R1, Project #125916;

NOW, THEREFORE, be it resolved that Glenn Anderson, City Manager and Karen Haischer, City Clerk of the City of Hancock, are authorized to enter into and execute on behalf of the City of Hancock, a MDOT project authorization Agreement 2012-0093, #P5/R1 with the Michigan Department of Transportation for FY 2015 Section 5311 Operating Funds for the City's Transit Operation.

Roll Call Vote

Yes: Councilors Tuisku, Bauman, Hodur, McKenzie, Belej and Blau.

No: None

Motion Carried.

wuppdr rec. plan update
\$2000

Moved by Councilor Tuisku and seconded by Councilor Hodur approving a contract to hire WUPPDR to undertake a Recreation Plan update for 2016-2020 at a cost of \$2000.00.

Roll Call Vote:

Yes: Councilors Blau, Belej, McKenzie, Hodur, Bauman and Tuisku.

No: None

Motion Carried.

mshda grant \$256,000

Moved by Councilor Belej and seconded by Councilor Hodur to accept MSHDA Grant #M-2012-0657 for \$256,000.00 and authorize Manager Glenn Anderson and City Clerk Karen Haischer as the authorized grant signers to execute the agreement.

Roll Call Vote:

Yes: Councilors Tuisku, Bauman, Hodur, McKenzie, Belej and Blau.

No: None

Motion Carried.

mshda grant administration
agreement –northern consultant

Moved by Councilor Tuisku and seconded by Councilor Belej authorizing a contract with Northern Consultants, Inc. for Grant Administration of the MSHDA Grant #M-2012-0657 in the amount of \$16,000.00 and authorize Mayor McKenzie to execute the agreement.

Yes: All

No: None

Motion Carried.

insurance proposal

1. Jeff Mikesch, Tervo Agency (Trident) \$51,440.00
2. Mark Hannula, Hannula Agency Inc. (HCC Public Risk MI) \$46,575.00

Moved by Councilor Hodur and seconded by Councilor Bauman to defer the decision to award the insurance bid to the special meeting to be held on Wednesday, April 29th at 6:00 so that the Council committee has time to review both proposals and make a recommendation.

Yes: All

No: None

Motion Carried.

medc public hearing

Moved by Councilor Hodur and seconded by Councilor Tuisku to schedule a Public Hearing for a MEDC Grant to Assist Vollwerth's Inc. at 200 Hancock Street for 6pm on Wednesday, April 29th, 2015. Grant award something in May.

Yes: All

No: None

Motion Carried.

manager contract renewal

Moved by Councilor Tuisku and seconded by Councilor Bauman approving the Personnel and Finance Committee (McKenzie, Hodur and Tuisku) recommendation to enter into a 3 years employment agreement with Manager Glenn Anderson as follows:

- A. City Manager is authorized to attend the 2015 International City Manager Association (ICMA) Conference in Washington State.
- B. The employment term will be extended from July 1, 2015 to June 30, 2018.
- C. The City manager will receive a 3.0% salary increase on each of the following dates July 1, 2015, July 1, 2016 and July 1, 2017.
- D. The deferred compensation annual payment will be increased by \$244.00.

Roll Call Vote:

Yes: Councilors Blau, Belej, McKenzie, Hodur, Bauman and Tuisku.

No: None

Motion Carried.

fire truck bid & authorization

Moved by Councilor Tuisku and seconded by Councilor Bauman approving the Personnel and Finance Committee (McKenzie, Hodur and Tuisku) recommendation to authorize the Hancock Fire Department to draft specifications and accept bids for a new fire truck pumper and authorize bidding documents to sell the 1999 pumper. Bid Price: \$324,843.00.

Roll Call Vote:

Yes: Councilors Tuisku, Bauman, Hodur, McKenzie, Belej and Blau.

No: None

Motion Carried.

cell phone policy

Moved by Councilor Tuisku and seconded by Councilor Belej approving the City of Hancock Cell Phone Policy as follows:

The City of Hancock is implementing a cell phone policy to try and meet the Federal IRS policy regarding cell phone provided by a municipal employer. The City of Hancock may issue phones to the following, upon approval of the City Manager:

City Manager, City Clerk/Treasurer, DPW Director, Police Chief, Water Department, Police Department, Transit, Campground and back-up phones for special use or to replace a current phone that is being repaired.

The City Manager, Director of Public works and Police Chief are entitled to phones with e-mail/internet access and a \$100 one-time allowance to purchase a phone. All other cell phone users will pick the free phones offered by the cell phone company. If an employee would like to upgrade their phone or phone service, they must pay for the extra charges. Any additional monthly charges besides the basic rate will be charged to the employee.

The IRS rules state that if municipal government provides employees cell phones for business purposes and allows personal calls, then the employee must pay a pro-rata share of the monthly charge for the personal calls. If we do not do this, the fair market value of the phone plus the monthly service charge is taxable income to the employee reportable on the W-2 form. In order to try and satisfy this requirement, if an employee wishes to make personal calls from this cell phone then there will be a \$10 charge per month to the employee which will be deducted from their paychecks.

Yes: All

No: None

Motion Carried

scott/elm street
closure public hearing

Moved by Councilor Hodur and seconded by Councilor Belej to schedule a public hearing for May 20, 2015 at 7:30p.m to discuss the permanent closure of Scott Street at the intersection of Scott and Elm.

Yes: All

No: None

Motion Carried.

Moved by Councilor Tuisku and seconded by Councilor Belej that this regular meeting of the Hancock Council be adjourned. Time: 9:20 p.m.

Yes: All:

No: None

Motion Carried.