

Worksession  
November 17, 2010  
6:30 p.m.

DRAFT

Present: Councilors Haeussler, McKenzie, Moore, Laitila, Belej, Slivon and Hainault.  
Absent: None

Also present: Manager Anderson, City Clerk Haischer and Susan Burack..

Reviewed and Discussed:

1. A Walking Tour of Hancock (Yesterday and Today)
2. Derek Bradway, Quincy Street Rentals, LLC
  - Love INC, a non-profit organization is interested in pursuing occupancy at 116 Quincy Street, first floor
3. Midwest Claims Service
  - Our insurance denied the claim of Carmen Lafermier for damage to her car when she drove over a speed bump on Warren Street. Cost for towing and repairs \$1,161.24.
4. All of the water leaks have been repaired.
5. DDA
  - Bleachers requested \$6200.00 from the DDA to redo the sidewalk in front of their bar. The DDA offered them a grant for ½ the funds. Bleachers declined the offer made by the DDA and will not do this project.
6. The playground equipment for the Beach arrived last week. (93 pieces)
7. The Manager asked the Book Concern to do a mock work up of a General City Brochure. Maybe the cost can be shared by the City, Finlandia and Portage Health.
8. The Lake Superior Timberland easement was received.
9. FYI - The County Blue Cross rates are going up 31.5% this year. 5% of the increase is for the new Federal Health Insurance.
10. The Transit Building has internet service as of this week.
11. Mike Lahti is reviewing his development projects for future construction.
12. Doug has offered to take the new Councilors on a tour of the DPW Facility along with a review of our snow removal equipment. If interested, contact the City Manager so he can schedule something.
13. We will have to contact RD for a police vehicle grant/loan in 2011.
14. Tom Ruonavaara purchased the WMPL building. Plans to put in 3 apartments upstairs.
15. William Laitila - Campground Reservation System. Credit cards, policy for failure to show, computer and internet in the office, software. Sub-Committee: Ted, Jim and John.
16. Emergency Bridge Plan.
17. Traffic flow on Hancock and Quincy Streets (US41)
18. Blight reduction project. Councilor Haeussler has concerns that the property owner has no owner match if he receives funds from Program Income.

Public Hearing  
November 17, 2010  
7:30 p.m.

Mayor Laitila opened this Public Hearing for comments at 7:30 p.m.

1. Public comment on proposed Ordinance #276 "Purchasing and Sales Ordinance". This ordinance would increase the encumbrance of funds from \$2000 to \$6000 without prior council approval; increase amounts from \$2000 to \$6000 and \$10,000 to \$20,000 with Council approval; increase the amount that written bids are required from \$10,000 to \$20,000 and increase emergency purchase from \$2000 to \$10,000. New section addresses bidding or open market purchase. (complete copy on file)

No Public Comment.

Mayor Laitila closed this Public Hearing at 7:38 p.m.

Regular Meeting  
November 17, 2010  
7:38 p.m.

The regular meeting of the Hancock City Council was held in the Council Chambers on Wednesday, November 17, 2010 with Mayor Laitila presiding. The United States Flag was honored by all in attendance with the following duly qualified Councilors being present: Haeussler, McKenzie, Moore, Laitila, Belej, Slivon and Hainault.  
Absent: None

Moved by Councilor Belej and seconded by Councilor McKenzie to approve the November 17, 2010 Agenda as presented.

Yes: All

No: None

Motion Carried.

#### correspondence

Letter from the Houghton County Planning Commission  
Letter to Martha MacFarlane Faces re: Hancock Rehabilitation Projects  
Letter from MSHDA re: Hancock Rehabilitation Projects  
Letter to Lt. Mayra re: MSP #72365-1-10-B

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

Yes: All

No: None

Motion Carried.

#### guests

##### Public Comment

1. Susan Burack - Requested the Council consider an alternate date for recycling in November instead of cancelling pickup, because of the Thanksgiving holiday. Also, consider the practice of single stream recycling.
2. Mary Beth Lefernier, Quincy Hill  
-Addressed the denial letter received by Midwest Claims regarding the damage done to Carmen's car and asked for repair costs in the amount of \$1,161.24. Presented the Council with pictures, police report and statements from neighbors.

Moved by Councilor Belej and seconded by Councilor Haeussler to add #9 under new business the request to pay for the damage done to Carmen's car when she drove over a speed bump on Warren Street.

3. Derek Bradway, Dollar Bay.

-Updated the Council on 116 Quincy Street and a potential renter for the first floor space once it is renovated.

#### minutes approval

Moved by Councilor Hainault and seconded by Councilor Belej approving the minutes of the October 20, 2010 worksession, public hearing and regular meeting and the minutes of the November 10, 2010 annual organizational and special meeting as presented.

Yes: All

No: None

Motion Carried.

#### reports

DDA minutes of October 4, 2010  
FTC minutes of November 8, 2010  
Hancock Housing Commission minutes of September 29, 2010  
PLWSA minutes of October 12, 2010  
PLLB Emergency Management Long Term Outage Group meeting notes of 10-6-10  
US41/M203 corridor meeting notes of 10-14-10  
Finn Fest 2013 Exploratory Committee Meeting of 10-14-10  
2011 Meeting Schedule

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

Yes: All

No: None

Motion Carried.

administrative report

1. PLWSA FY 09/10 audit results.
  - City of Hancock owes an additional \$18,415.46.
2. Campground Revenue Summary.
  - up about 12% this year
  - rate was increased
3. FY 11 Small Urban repaving project update.
  - Campus Drive
4. MDOT snow hauling policy.
  - must notify MDOT 24 hours in advance.
  - city is reimbursed at 62% for this service
5. Revised Planning Commission November and December meetings are cancelled and a new meeting is scheduled for December 6th at 7:00 in the Council Chambers.
6. Used dump truck purchase status.
  - funds available \$45,000 and RD has approved the specs
  - Doug is looking for vehicle
7. New Transit Facility update.
  - project is almost completed
  - Friday check list for operations
8. Transit usage update. Ridership is slightly down this year.
9. Sewer project closing is scheduled for Wednesday, December 8 in Gladstone.
10. Water project update.
  - received the DNRE permit
11. Review ongoing City Capital Projects.
  - 18 projects (copy on file)
12. Update on the NSP demo and MSHDA rental/single family rehab grants from Ray Gerhart.
  - presented the Council with a list of 13 residents for the 2010 City of Hancock Blight reduction program.
  - Update on the NSP demo and rental rehab projects currently on going.
13. Annual Christmas Walk will be Friday, November 26, 2010 from 6 to 8 p.m.

old business

blight reduction program

Moved by Councilor Haeussler and seconded by Councilor Belej directing City Manager Glenn Anderson and Program Director Ray Gerhart to contact the 13 residents on the proposed project list to see if they are interested in participating in this program. Once a confirmed list is compiled it can be presented to the council for review and award in January, 2011.

Yes: All

No: None

Motion Carried.

ordinance #276

purchasing and sales ordinance

Moved by Councilor Belej and seconded by Councilor Hainault adopting Ordinance #276 and authorizing publication in the Daily Mining Gazette as follows:

**CITY OF HANCOCK**

**PURCHASING AND SALES ORDINANCE**

**ORDINANCE #276**

**AN ORDINANCE TO AMEND THE CITY OF HANCOCK PURCHASING  
ORDINANCE NO. 193**

THE CITY OF HANCOCK ORDAINS:

The City of Hancock does hereby amend purchasing Ordinance No. 193 as follows.

Section 1. Amend Section 2, sub section 2.

Encumbrance of funds

- A. Increase the amount from \$2,000 to \$6,000 without prior council approval
- B. Increase the amount from \$2,000 to \$10,000 range that shall require prior council approval to \$6,000 to \$20,000.
- C. Increase the amount that written bids are required from \$10,000 to \$20,000.
- D. Increase the emergency purchases from \$2,000 to \$10,000.

Section 2.

Add the following new section number 12.

Bidding or open market purchase is not required when purchasing professional services such as legal, architecture, engineering, and accounting, utility purchases such as electric and natural gas, insurance services, election services, or utilizing federal or state procurement services when these agencies already have bid out the product or products and have offered these products and prices to the City of Hancock.

Section 3. Invalidity

If any part of this ordinance shall be held invalid, such part shall be deemed severable and the invalidity thereof shall not affect the remaining parts of the ordinance.

Section 4. This ordinance was introduced by the City Council of the City of Hancock, Houghton County, Michigan on the 20th day of October, 2010.

Section 5. This ordinance was enacted by the City Council of the City of Hancock, Houghton County, Michigan on the 17th day of November, 2010.

Section 6. This ordinance shall take effect on the 30<sup>th</sup> day following its adoption per City Charter.

Effective the 17th day of December, 2010.

Roll Call Vote:

Yes: Councilors Haeussler, McKenzie, Moore, Laitila, Belej, Slivon and Hainault.

No: None

Motion Carried.

ordinance #275

responsibilities of dog owners

Moved by Councilor Belej and seconded by Councilor Haeussler adopting the original Ordinance #275 and authorizing publication in the Daily Mining Gazette as follows:

CITY OF HANCOCK  
CITY ORDINANCE NO. 275

An ordinance establishing rules and regulations on dog restraint and dog defecating.

THE CITY OF HANCOCK ORDAINS:

Section 1. Purpose

It has been determined that the owning or harboring of a dog in the City of Hancock that is not restrained or under control of the owner or allowing dogs to deposit wastes outside the owners property control is deemed a public nuisance. It is deemed by the city that the ownership of a dog is a privilege which carries with it responsibilities to the city and its residents with regard to the custody of said dog.

Section 2. Definitions

The following words, terms and phrases, when used in this ordinance, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

Owner means when applied to proprietorship of a dog shall include every person having a right of property in such dog, and every person who keeps or harbors such dog or has it in his or her care, and every person who permits such dog to remain in or about any premises occupied by him or her.

Reasonable control means keeping a dog on a suitable leash or under the oral control of the owner or custodian or some other person with the permission of the owner or custodian, in all cases other than while upon private property, or unless the dog is confined in a closed automobile, or shipping receptacle.

Section 3. Restraint Required

- A. All dogs shall be secured by a leash under control of a responsible person or obedient to that person's commands.

Section 4. Animal Waste

The owner of every dog shall be responsible for the prompt removal of any defecation/excreta deposited by their dog on public sidewalks, streets, highway, parks, beaches, recreation areas, or other property not under ownership of the dog's owner.

Section 5. Enforcement

The City's Police Department and other city staff as designated by the City Manager are hereby authorized and directed to enforce this ordinance.

Section 6. Penalties

Any person violating any of the provisions of this ordinance is guilty of a misdemeanor punishable by a fine not exceeding one hundred dollars (\$100) or by imprisonment in the county jail for a period not exceeding ninety (90) days, or both such fine and imprisonment.

Section 7. Invalidity

If any part of this ordinance shall be held invalid, such part shall be deemed severable and the invalidity thereof shall not affect the remaining parts of this ordinance.

Section 8. This ordinance was introduced by the City Council of the City of Hancock, Houghton County, Michigan on the 21st day of April, 2010.

Section 9. This ordinance was enacted and adopted by the City Council of the City of Hancock, Houghton County Michigan, on the 17th day of November, 2010.

Section 10. This ordinance shall take effect on the 30<sup>th</sup> day following its adoption. Effective 17th day of December, 2010.

Roll Call Vote:

Yes: Councilors Haeussler, McKenzie, Moore, Laitila, Belej and Hainault.

No: Councilor Slivon.

Motion Carried.

ordinance #277

2010 sewage revenue bonds

Moved by Councilor Hainault and seconded by Councilor Belej adopting Ordinance #277 and authorizing publication in the Daily Mining Gazette as follows:

Ordinance No. 277

AN ORDINANCE TO PROVIDE FOR THE ACQUISITION AND CONSTRUCTION OF IMPROVEMENTS TO THE CITY OF HANCOCK'S SEWAGE DISPOSAL SYSTEM; TO PROVIDE FOR THE ISSUANCE AND SALE OF REVENUE BONDS TO PAY THE COST THEREOF; TO PRESCRIBE THE FORM OF THE BONDS; TO PROVIDE FOR THE COLLECTION OF REVENUES FROM THE SYSTEM SUFFICIENT FOR THE PURPOSE OF PAYING THE COSTS OF OPERATIONS AND MAINTENANCE OF THE SYSTEM AND TO PAY THE PRINCIPAL OF AND INTEREST ON THE BONDS; TO PROVIDE AN ADEQUATE RESERVE ACCOUNT FOR THE BONDS; TO PROVIDE FOR THE SEGREGATION AND DISTRIBUTION OF THE REVENUES; TO PROVIDE FOR THE RIGHTS OF THE HOLDERS OF THE BONDS IN ENFORCEMENT THEREOF; AND TO PROVIDE FOR OTHER MATTERS RELATING TO THE BONDS AND THE SYSTEM. (a complete copy of this Bond Ordinance is on file)

Roll Call Vote:

Yes: Councilors Haeussler, McKenzie, Moore, Laitila, Belej, Slivon and Hainault.

No: None

Motion Carried.

1st draw on 2010 sewer project

Moved by Councilor Hainault and seconded by Councilor Belej approving the 1st draw for funds on the 2009 Hancock Sanitary Sewer Improvements in the amount of \$307,918.40 as follows:

Ohm	\$286,400.00
Miller, Canfield, Paddock and Stone	\$18,500.00
Mary Junttila (easement)	\$2,500.00
State of Michigan	\$518.40

Roll Call Vote:

Yes: Councilors Hainault, Slivon, Belej, Laitila, Moore, McKenzie and Haeussler.

No: None

Motion Carried.

new business  
october 2010 a/p

Moved by Councilor Belej and seconded by Councilor McKenzie approving the October, 2010 accounts payable in the amount of \$177,457.51 and authorize payment as follows as funds become available.

General	\$82,661.10
Major	1,433.88
Local	3,075.94
Parking M.	2,070.00
Transit	2,644.09
Sewer	47,748.52
Water	26,821.28
Motor V.	10,802.70
<u>DDA</u>	<u>200.00</u>
Total	\$177,457.51

Roll Call Vote:

Yes: Councilors Haeussler, McKenzie, Moore, Laitila, Belej, Slivon and Hainault.

No: None

Motion Carried.

add'l checks typed in october

Moved by Councilor McKenzie and seconded by Councilor Belej approving the additional checks typed in the month of October, 2010 in the amount of \$934,993.02 and authorize payment as follows:

Expenses	\$327,027.73
<u>Transfers</u>	<u>607,965.29</u>
Total	\$934,993.02

Roll Call Vote:

Yes: Councilors Hainault, Slivon, Belej, Laitila, Moore, McKenzie and Haeussler.

No: None

Motion Carried.

mjo 5th payment

Moved by Councilor Hainault and seconded by Councilor Belej approving the 5th payment to MJO Contracting, Inc. in the amount of \$93,845.42 as funds become available for the new Transit Facility Project.

Roll Call Vote:

Yes: Councilors Haeussler, McKenzie, Moore, Laitila, Belej, Slivon and Hainault.

No: None

Motion Carried.

transit facility change order

Moved by Councilor McKenzie and seconded by Councilor Haeussler approving the Transit Garage Change Order #2 in the amount of \$984.54 as follows:

CLS Solid Surface Material	\$736.70
5% GC markup	36.84
<u>MJO Labor</u>	<u>175.00</u>
Total	\$984.54

Roll Call Vote:

Yes: Councilors Hainault, Slivon, Belej, Laitila, Moore, McKenzie and Haeussler.

No: None

Motion Carried.

mayor sub-committee appointments

Moved by Councilor Hainault and seconded by Councilor Belej approving the Mayor's sub-committee appointments as recommended:

Community development and business relations

-Belej, Moore, Laitila

Public Works and Utility Services

-Laitila, Hainault and Haeussler

WUPPDR

-Moore

Historic Preservation

-McKenzie, Slivon

Recreation

-Slivon, Haeussler

Planning Commission

-Laitila, McKenzie

Technology and Communication

-Belej, Haeussler

City Transit

-McKenzie, Moore, Slivon

Parking Review

-Belej, Moore

E911

-Belej, Beaudoin

Keweenaw Advisory

-Slivon

KEDA

-Haeussler

ZBA

-Belej

Yes: All

No: None

Motion Carried.

ohm services for navy street

Moved by Councilor Hainault and seconded by Councilor Belej to approve a professional services contract with Ohm for the Navy Street storm sewer work (between Forest and Mill Street) in the amount of \$3600.00 and approve additional expenses of \$700 to \$1000 for fees for the permit applications. Authorize the City Manager to execute the contract.

Roll Call Vote:

Yes: Councilors Hainault, Slivon, Belej, Laitila, Moore, McKenzie and Haeussler

No: None

Motion Carried.

bhpa donation

Moved by Councilor Moore and seconded by Councilor Belej approving a donation to the HB&PA for the Annual Christmas Walk Event on November 26th in the amount of \$250.00.

Roll Call Vote:

Yes: Councilors Haeussler, McKenzie, Moore, Laitila, Belej, Slivon and Hainault.

No: None

Motion Carried.

free downtown parking

Moved by Councilor McKenzie and seconded by Councilor Belej approving "Free Downtown Parking" from 11-24-10 to 01-03-11.

Yes: All

No: None

Motion Carried.

lafernier damage to car  
warren st speed bump

Moved by Councilor Belej and seconded by Councilor Haeussler that the City pay the repair estimates on the Carmen Lafernier car damaged after driving over a speed bump on Warren Street. (Our insurance company denied her claim) General Fund \$1,116.24.

Roll Call Vote:

Yes: Councilor Haeussler, McKenzie, Moore, Laitila, Belej and Slivon.

No: Councilor Hainault.

Motion Carried.

Mayor Laitila suggested that the Council re-consider our policy on placement of speed bumps on City streets.

Moved by Councilor Hainault and seconded by Councilor Belej that this regular meeting of the Hancock City Council be adjourned. Time: 9:07 p.m.

Yes: All

No: None

Motion Carried.

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William Laitila, Mayor

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Karen Haischer, CMC City Clerk