

January 15, 2014
Worksession
6:30 p.m.

DRAFT

Present: Councilors Haeussler, Hodur, McKenzie, Belej, Slivon and Givens.
Also present: Manager Anderson, City Clerk Karen Haischer, DPW Director Bill Marlor, Traci Williams and Susan Burack.

Reviewed and Discussed:

1. Hancock for Marquette Satellite LDFA
2. Quincy Smelter sale is moving along
 - MDOT money \$300,000
 - cash short of \$7000 as of this date
3. Houghton Housing Commission letter re: request for Management Services for the Hancock Housing Commission.
 - 20 hours per week for 2 years dedicated to the Hancock Housing Commission
 - Amy Juntunen would be named property manager
 - Gail Ross is applying for SS Disability
 - 3-6 months director would step down & there would be a savings of \$40,000 per year
 - Quincy Haven would go with a specialized contract with a company that does this type of management.
 - Received no applications for the Hancock Housing Commission
4. Tickets are available for the Heikinpaiva banquet, let the CM know.
5. Manager Anderson was appointed to the County Land Bank Board.
6. Derek Bradway sued Houghton for FOA request.
7. Eric Waara starts as the Houghton City Manager on 2-3-2014.
8. 5th & Elm is opening a satellite restaurant on the Campus of Finlandia.
9. PLWSA – Laitila replacement.
 - would be nice if he/she was an elected official
 - plwsa will install two new meters at the Hancock lift stations (\$9,900 for two) board approved.
10. City information.
 - review government lot 5
 - unfunded liability / deb structure
 - veip – unfunded liability is new this year
 - Hancock Street update
 - consolidation plans – EVIP is SmartZone LDFA with Marquette for both Cities
 - FU (football 2015) to hire a coach this spring (need 3.5 million for program)
11. MEDC update – 119 Quincy made it thru the internal review next step grant process.
12. RD – USDA contacting them for a new police vehicle.
 - Ann Young retired, planning on attending a party on Saturday in Escanaba for her
13. KNSC update, ½ cost of the bridge is around \$8500 to the City
 - volunteers were working this fall on trails upgrades
14. MDOT request for proposals for US41 Quincy Street
 - reconstruct design
15. E. Hancock Stairway has \$4500 left for plantings and trash bins.
16. City Manager will be out of the office February 25th and 27th and March 26 and 27th attending Transit meetings.
17. PLWSA \$68,740.00 to UP Engineering for an Asset Management Plan.
18. Sewer monitoring cost around \$50,000
 - looking to raise the sewer rates for the February billing
19. DPW Director gave an update on winter City operations.
 - crew working on snow removal and snow blowing.
 - Sand mix is 50-60% used up
 - OT 155 hrs. 6 days a week
 - first concern is trunkline maintenance (US41 and M203) then major street and local streets

Regular Meeting
January 15, 2014

The regular meeting of the Hancock City Council was held in the Council Chambers on Wednesday, January 15, 2014 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 Givens, Slivon, Belej, McKenzie, Hodur and Haeussler. Absent: Councilor William Laitila (sent in a letter resignation)

Moved by Councilor Slivon and seconded by Councilor Haeussler to approve the January 15, 2014 agenda as presented.

Yes: All

No: None

Motion Carried.

correspondence

Letter from Tom Casperson re: HB 4233

Letter from Houghton County Fair Association re: Fair August 21st to August 24th

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

Yes: All

No: None

Motion Carried

guests

Public Comment:

None at this time.

minutes approval

Moved by Councilor Belej and seconded by Councilor Slivon approving the minutes of the December 18, 2013 worksession and regular meeting as presented.

Yes: All

No: None

Motion Carried.

reports

US-41 / M26 Corridor Advisory Team meeting notes of November 14, 2013

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

Yes: All

No: None

Motion Carried.

admin report

1. New MEDC SmartZone TIF extension proposals.
 - three new satellites in the State
 - looking at a 15 year Hancock/Houghton SmartZone extension
 - deadline is 6-30-14 to 9-30-14
 - first come first serve basis
2. Houghton County Building Permit Report (2005-2013)
 - one home in Hancock for 2013
3. Sewer PLWSA update.
 - OHM suggestion to replace up to two meters at a cost of \$9,890.00 was approved by PLWSA on 1-14-2014.
4. New Cat 938K endloader was received on January 4th, waiting for the bucket.
5. 15th Annual Heikinpaiva schedule and parade.
6. KNSC fall trail maintenance reimbursement. City shared the cost and was reimbursed by KNSC \$2,565.84. This is the 3rd year we have cost shared.

7. The January 27th Planning Commission is cancelled.
8. Update on FIA moving to the mall.
 - FIA terminated their lease effective 4-4-14
 - 200 Quincy owned by the County will be up for sale

old business
ohm sewer monitoring proposal

Moved by Councilor Belej and seconded by Councilor Hodur accepting the professional services proposal from OHM for flow metering and initial data analysis – Hancock Sanitary Sewer System; approving the cost not to exceed \$50,000 and authorize the City Manager to execute the professional services agreement.

Scope of Services:

Task 1: Confirm flow meter locations

Task 2: Flow meter and rain gauge installation

Task 3: Flow meter /rain gauge maintenance (5 months)

Task 4: Data Analysis and Technical Memorandum

Meter installation February 2014, data flow beginning March 2014 and ending July, 2014.

The data analysis and technical memo will be prepared and submitted by August 31, 2014

Roll Call Vote:

Yes: Councilors Haeussler, Hodur, McKenzie and Belej.

No: Councilors Slivon and Givens.

Motion Carried.

new business
december 13 a/p

Moved by Councilor Haeussler and seconded by Councilor Belej approving the December 2013 accounts payable in the amount of \$144,870.13 and authorize payment as follows as funds become available.

General	\$25,748.83
Major	9,840.00
Transit	3,488.34
Sewer	47,273.71
Water	24,681.46
MV	27,542.89
EB	3,094.90
<u>TIFA</u>	<u>3,200.00</u>
Total	\$144,870.13

Roll Call Vote:

Yes: Councilors Givens, Slivon, Belej, McKenzie, Hodur and Haeussler.

No: None

Motion Carried.

add'l checks typed in
December

Moved by Councilor Hodur and seconded by Councilor Belej approving the additional checks typed in the month of December in the amount of \$579,323.97 and authorize payment as follows:

Expenses	\$100,089.86
<u>Transfers</u>	<u>479,234.11</u>
Total	\$579,323.97

Roll Call Vote:

Yes: Councilor Haeussler, Hodur, McKenzie, Belej, Slivon and Givens.

No: None

Motion Carried.

laitila resignation

Moved by Councilor Givens and seconded by Councilor Haeussler to accept with regret the resignation of William Laitila for the Council, Ward 1.

Yes: All
No: None
Motion Carried.

Moved by Councilor Haeussler and seconded by Councilor Givens to advertise the vacancy from Ward I for Councilor with applications being taken until Friday January 31st, 2014 at 4:00 p.m.

Yes: All
No: None
Motion Carried.

Moved by Councilor Haeussler and seconded by Councilor Belej to schedule a Special Meeting of the Hancock Councilor for Tuesday, February 4th at 5:00 p.m. to review applications and possibly make an appointment for fill the Ward 1 vacancy.

Yes: All
No: None
Motion Carried.

Moved by Councilor Haeussler and seconded by Councilor Belej to accept the recommendation of Mayor McKenzie and approve the following appointments to various boards and commissions.

Planning Commission - Bill Baxandall and Bob Wenc
DDA – Kathy Johnson, Bonnie Holland and Jim Bogan
City Clerk was directed to re-advertise to fill a vacancy on the Hancock Housing Commission with the Council Ward 1 ad.

resolution #1-14

Moved by Councilor Belej and seconded by Councilor Givens adopting Resolution #1-14 as follows:

RESOLUTION OF INTENT #01-2014

The approved resolution of intent to apply for financial assistance for fiscal year 2012 under Act 51 of the Public Acts of 1951, as amended.

WHEREAS, pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for the City of Hancock, (hereby known as THE APPLICANT) established under Act 51, to provide a local transportation program for the state fiscal year of 2012 and, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for THE APPLICANT, to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or Department for its administration of Act 51; and

WHEREAS, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year, and (State Operating Assistance Program only)

WHEREAS, the performance indicators for this agency have been reviewed and approved by THE APPLICANT; and (State Operating Assistance Program only)

WHEREAS, THE APPLICANT, has reviewed and approved the proposed balance (surplus) budget, and funding sources of estimated federal funds \$38,128, estimated state funds \$86,407, estimated local funds \$67,225, estimated fare box \$46,500, estimated other funds \$40, with total estimated expenses of \$238,300.

NOW THEREFORE, be it resolved that THE APPLICANT hereby makes its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

HEREBY, appoints Glenn Anderson as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary

by the State Transportation Commission or department for its administration of Act 51 for 2015.

Yes: All

No: None

Motion Carried

Moved by Councilor Belej and seconded by Councilor Givens that this regular meeting of the Hancock Council be adjourned. Time: 8:42 p.m.

Yes: All

No: None

Motion Carried.

Lisa McKenzie, Mayor

Karen Haischer, CMC City Clerk