

Worksession
February 18, 2009
6:30 p.m.

Present: Councilors McKenzie, Freeman (late), Laitila, Belej, Slivon and Hainault.
Absent: Councilor Gemignani
Also present: Manager Anderson, City Clerk Haischer, Doug Hayrynen, Mike Beaudoin and Susan Burack.

Reviewed and Discussed:

1. SS Peter and Paul Lutheran Church moving to Houghton on 3-1-09.
2. FU Update on proposed plans for Condon Field and surrounding area.
 - 4.5 million project
 - Phase I starting in May, 2009 is 1.5 million
 - March 23rd the Planning Commission scheduled a public hearing
 - Planning Commission needs to approve site plan.
 - April 1st street vacation (Anthony and Emma) process
3. Concrete Canopy is constructed and should be erected sometime in mid March.
4. Extra \$39,000 for Transit Facility for total construction project of \$470,000.
5. Health Department Update.
 - \$50,000 grant to promote healthy community
 - Walkable DNR Trail non-motorized from Houghton to Chassell then a second phase from Hancock to Lake Linden.
6. Hancock Housing Vacancy.
 - Advertise in Gazette for appointment at our next meeting.
7. Monte Carlo Update.
 - Kitchen plans approved as of 2-13-09.
8. Two new businesses are moving from Houghton to Hancock.
9. City will host three parades this year because of the construction in downtown Houghton. Veterans Parade, Bridgefest and Parade of Nations.
10. Update on 309-311 Harris home destroyed by Mr. Donahue's son.
 - A claim was put into Mr. Donahue's insurance company and he is waiting for approval before he starts renovations and repairs.
11. The Coffee Cabin has moved back to Hancock. Located at 701 Hancock Street.
12. UPPCO Building Update.
13. Possible start up of a weekly e-magazine.
14. Police Chief monthly report for January, 2009.
255 complaints, 21 accidents, 19 property damage, 2 B&E's, 2 MDOP, 4 fraud , 1 suicide, 2 assaults, 2 disorderly conduct, 2 health and safety complaints, assisted other depts.. 15 times, 5 medical, 12 motorist assists and 2 fire calls. Police Reports \$73, Parking Meter \$575 and \$184.00 from an insurance claim (recovery of a motorcycle)
15. DPW Director monthly report for January, 2009.
Water and sewer service lines and mains freezing, sno-go is broken down again, sno-go needs bearing replaced (\$3000), garbage truck purchase (\$130,000), water department needs a valve turning machine at a cost of \$5000.
- 16 March 4th at 7:00, City Hall, Hancock.
Quincy Hill Cultural Landscape meeting.
17. Middle School is being taken over by Finlandia University. Could the City get an agreement with FU to keep the front school lawn as a commons area to be used by the public?

Public Hearing
February 18, 2009
7:38 p.m.

Mayor Laitila called this Public Hearing to order at 7:38 p.m.

Present: Councilors McKenzie, Freeman, Laitila, Belej, Slivon and Hainault.
Also present: Manager Anderson, City Clerk Karen Haischer, Susan Burack, Kurt Hauglie, and Ray Gerhart.

Purpose: To receive public comment and input on a proposed grant application for \$200,000 to the Michigan State Housing Development Authority Office of Community Development for rental rehabilitation of buildings in the North downtown target area, located in portions bounded by Franklin Street on the South, North Lincoln on the North, Scott Street on the West and the City limits on the East.

Ray Gerhart gave a presentation and update on the old Rental Rehabilitation Grant which ends 6-1-2009. The majority of the money has been spent. A total of eight projects, four have been completed and four are just finishing up. \$25,000 grant

New grant would be the same as the old grant.

Tenant based low/moderate income

Must keep up to Section 8 codes

Annual yearly inspections

After 5 years the loan is forgiven

In some cases student loans are allowable. (case by case)

Citizen Comments: None

Mayor Laitila closed this Public Hearing at 7:35 p.m.

Regular Meeting

February 18, 2009

7:46 p.m.

The regular meeting of the Hancock City Council was held in the Council Chambers on Wednesday, February 18, 2009 at 7:46 p.m. with Mayor William Laitila presiding. The United States Flag was honored by all in attendance with the following duly qualified Councilors being present: Councilors McKenzie, Freeman, Laitila, Belej, Slivon and Hainault.

Absent: Councilor Gemignani.

Moved by Councilor Hainault and seconded by Councilor Belej to excuse Councilor Thomas Gemignani from tonight's meeting as he is out of town.

Yes: All

No: None

Motion Carried.

correspondence

Letter from IIMC President Elect Mary Straata, Congratulations to Karen Haischer, CMC for the recertifying as a Certified Municipal Clerk

Letter from Charter re: Basic service increase from \$16.00 to 19.00

Letter from MTU re: Thank You for \$500 donation for 2008 Parade of Nations

Letter from FTC re: Thank You for support

Letter from Michael Prusi re: Federal Stimulus

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Letter from Midwest Claims Service re: Northern Auto Claim for damaged vehicles by sander

Letter from County Treasurer re: Judgment of Foreclosures and garbage/sanitation charges on property tax bills

Letter from Charter re: Improvements to their financial structure

Letter from Julee Kaurala (Congressman Bart Stupak)

Moved by Councilor McKenzie and seconded by Councilor Slivon to acknowledge 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 Freeman and seconded by Councilor Belej approving the minutes of the January 21, 2009 worksession and regular meeting as presented and placing them on file.

Yes: All

No: None

Motion Carried.

reports

Financial Reports

Revenue and Expense Report for October and November, 2008 All Funds

Cash Balances for October and November, 2008 All Funds

Due to/from for October and November, 2008 All Funds

Interest Earned Report for October and November, 2008 All Funds

FTC minutes of December 6, 2008

Planning Commission minutes of December 15, 2008

Hancock Housing Commission minutes of December 29, 2008

US41/M26 Corridor Committee minutes of January 20, 2009

WUPDR minutes of December 18, 2008

PLWSA minutes of December 9, 2008 and January 13, 2009

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

Yes: All

No: None

Motion Carried.

administrative report

1. Review MDOT Small Urban Federal Stimulus Report.
Possible \$85,000 to the City of Hancock. City liable for 100% of the engineering.
2. Review MDOT Small Urban FY 2001 call for projects (\$125,000 Fed Grant with 20% local match).
3. EPA Plan for Quincy Smelter Property.
\$500,000 to cover about eight acres of property not covered by buildings or slag pile.
4. DNR Project for ORV Trailhead.
Looking at City property we purchased on the Houghton Canal with our water project
City purchased about three acres for \$45,000
5. Hancock Post Office downsizing proposal.
6. KNHP March 4th hearing on Quincy Unit Cultural Landscape Report.
7. Update on UPPCO tree trimming project throughout the City starting the end of March.

old business

mshda resolution #1-02

Moved by Councilor Belej and seconded by Councilor Slivon adopting Resolution #1-02 as follows:

Authorizing a MSHDA Office of Community Development Rental Rehabilitation Program Application.

WHEREAS, the City of Hancock is interested in the continuing effort to provide affordable housing opportunities for low and moderate income residents; and

WHEREAS, the City of Hancock Council has reviewed and understand the content of the application for funding; and

WHEREAS, the City of Hancock Council accepts the recommendation to apply for \$200,000.00 for the Rental Rehabilitation Program targeting the North downtown area; and

WHEREAS, the City of Hancock Council authorizes the City Manager to sign the application form as required;

NOW THEREFORE BE IT RESOLVED, that the City of Hancock authorizes Northern Consultants, Inc. to prepare and submit the application for funding through

the Michigan State Housing Development Authority's Office of Community
Development Rental Rehabilitation Program.

Roll Call Vote:

Yes: Councilors Hainault, Slivon, Belej, Laitila, Freeman and McKenzie.

No: None

Motion Carried.

new business
january a/p

Moved by Councilor McKenzie and seconded by Councilor Belej approving the January, 2009 accounts payable in the amount of \$102,674.59 and authorizing payment as follows:

General	\$28,189.60
Major	4,489.50
Local	227.00
Transit	2,098.77
Sewer	39,148.74
Water	4,235.33
<u>Motor V.</u>	<u>24,285.65</u>
Total	\$102,674.59

Roll Call Vote:

Yes: Councilors McKenzie, Freeman, Laitila, Belej, Slivon and Hainault.

No: None

Motion Carried.

add'l checks typed in january

Moved by Councilor Hainault and seconded by Councilor Freeman approving the additional checks typed in the month of January, 2009 in the amount of \$1,124,573.69 and authorize payment as follows:

expenses	434,448.48
<u>transfers</u>	<u>690,125.21</u>
Total	\$1,124,573.69

Roll Call Vote:

Yes: Councilors Hainault, Slivon, Belej, Laitila, Freeman and McKenzie.

No: None

Motion Carried.

invitation to porvoo finland

Moved by Councilor Hainault and seconded by Councilor Freeman authorizing Mayor William Laitila and Councilor Lisa McKenzie to represent the City of Hancock at the Diet's 200th Anniversary in Porvoo, March 28th and 29th.

Roll call Vote:

Yes: Councilors McKenzie, Freeman, Laitila, Belej, Slivon and Hainault.

No: None

Motion Carried.

teamster local #214 contract

Moved by Councilor Belej and seconded by Councilor Freeman approving the Teamsters Local #214 Contract as follows:

-Term: 3 years starting January 1, 2009 and ending December 31, 2011.

-Change Union Local from 328 to 214 throughout the contract.

-Insert new language into Article 4, Section 4: "Reasonable training required for the position will be provided by the employer."

-Add language to Article 4, Section 4, Paragraph 4:

"A casual or seasonal employee is a temporary employee not holding a regular scheduled or permanent position, is not a member of the union and does not receive benefits. As long as no union member is laid off or hours have been reduced, a total of three (3) casual or seasonal employees may work a total of twenty (20) weeks in a calendar year." Also delete "casual" from the next sentence.

-Add to schedule A, Section 1 under section titled, Fringe Benefits for part-time employees:
"A part-time employee is an employee working less than full-time hours (40) on a permanent regular schedule."

-COLA provision is inactive during contract term.

-Wage Increase: 2009 3%
2010 2%
2011 2%

-Schedule A, Section 4, Sick Leave.

Allow employees to take up to 3 personal days per year from sick leave. Only one employee per day, per shift may use a personal leave day. A 24 hour notice must be given to the employer.

-Schedule A, Section 7 Longevity Pay:

Increase maximum longevity pay per year from \$1000 to:

2009 \$1200

2010 \$1300

2011 \$1400

-Schedule A, Section 8, Shift Person

Increase shift premium for employees who work from 4 p.m. to 6 a.m. from .50 cents per hour to .65 cents per hour.

-Schedule A, Section 9, Clothing Allowance:

Increase payment from \$200 to \$300 per year for work attire and add two regular garbage employees for washable coverall cleaning service.

-Schedule A, Section 10, E;

Delete Section E

-Article 10:

Increase city pension contribution from \$69/week to:

2009 \$80.50 per week

2010 \$86.90 per week

2011 \$93.90 per week

-Article 10:

Increase city health insurance payment to:

March 31, 2009 \$305.85 per week

April 4, 2010 \$329.45 per week

April 3, 2011 \$332.65 per week

-Clarify ending date for April 2010 for Carlson and Luttinen retired health insurance.

As recommended by the City Manager and Personnel Committee (Laitila, McKenzie, Hainault)

Roll Call Vote:

Yes: Councilors Hainault, Slivon, Belej, Laitila, Freeman and McKenzie.

No: None

Motion Carried.

water department valve turner

Moved by Councilor Hainault and seconded by Councilor Belej approving the purchase of a portable valve turner for the Water Department from HD Supply for \$5,485.00.

Roll Call Vote:

Yes: Councilors McKenzie, Freeman, Laitila, Belej, Slivon and Hainault.

No: None

Motion Carried.

water project pay request

Moved by Councilor Freeman and seconded by Councilor Belej approving a pay request for MJO in the amount of \$30,260.46 and Hitch, ohm in the amount of \$5,974.92 for the 2008 water construction project.

Roll Call Vote:

Yes: Councilors Hainault, Slivon, Belej, Laitila, Freeman and McKenzie.

No: None

Motion Carried.

phi kappa tau

Moved by Councilor Hainault and seconded by Councilor Belej directing the City Manager to send a letter of congratulations to Phi Kappa Tau for taking 1st place in the Snow Statues Contest and 1st place overall during the MTU 2009 Winter Carnival Festivities.

Yes: All

No: None

Motion Carried.

hancock/houghton joint meeting

Moved by Councilor McKenzie and seconded by Councilor Hainault approving a joint meeting date with the City of Houghton on Wednesday, April 22, 2009 at 5:30 p.m. in the City of Houghton.

Yes: All

No: None

Motion Carried.

#9 on Agenda - garbage truck purchase and financing.

Deleted

proposed new in house fringe benefit rate

Moved by Councilor McKenzie and seconded by Councilor Hainault approving the new proposed fringe benefit rate of 91.5% effective March 1, 2009. This is up from 79%.

Roll Call Vote:

Yes: Councilors Hainault, Slivon, Belej, Laitila, Freeman and McKenzie.

No: None

Motion Carried.

three RFP for transit architectural services

Moved by Councilor Hainault and seconded by Councilor Belej to approve referral of the three RFP's for Transit Architectural Services to the City Council Transit Commission for review and recommendation for our next meeting. (Committee - McKenzie, Freeman and Slivon)

Yes: All

No: None

Motion Carried.

*Note: Proposals were due 2-13-09.

hch agreements

Moved by Councilor Belej and seconded by Councilor Freeman approving the agreement Between the City of Hancock and Houghton County Clerk's Office to conduct the HCH elections within the City of Hancock as follows: (renewal)

Responsibilities of the Hancock City Clerk:

1. Conduct Hancock Public School's district regular elections and special elections within the City of Hancock boundaries.
2. Provide voting equipment for the district's elections.
3. Arrange for programming/coding and testing of all voting equipment. (city)
4. Publish notice and conduct the "public accuracy test". (city)
5. Handle the distribution, receipt and processing of absentee ballot applications.
6. Handle the issuance of absentee ballots and the return of voted absentee ballots.
7. Work with the County Election Commission to establish precinct boundaries. (If different precinct boundaries for the conduct of the district's elections are desired.)
8. Designate polling places through the City Council. (If different polling places are needed for the conduct of the district's elections.)
9. Appoint election inspectors for the precincts within the City of Hancock, through the local election commission for the district's election.

10. Handle the setup of polling places on election day.
11. Store voted ballots after the election.
12. Handle Qualified Voter File (QVF) related responsibilities (setting up election, production of precinct lists, updating voter history)
13. Handle election issues and "troubleshooting".
14. Transmit election results to Board of Canvassers for the canvass and certification of the election.
15. Prepare and present reimbursement requests to the Hancock Public School District.

Responsibilities of the Houghton County Clerk:

1. Serve as the district's filing official and accept candidate filings, check petitions for sufficiency, accept candidate withdrawals and certify candidates.
2. Receive special election resolution and ballot proposals language adopted by the district's board.
3. Handle the ballot printing and proofing. (county)
4. Order necessary precinct supply kits. (county)
5. Publish notices of "Close of Registration" and "Notice of Election". (county)

This agreement shall be in effect from January 1, 2009 through December 31, 2010.

Approved by the Hancock City Council on February 18, 2009.

Yes: All

No: None

Motion Carried.

hch agreement and city of hancock

Moved by Councilor Hainault and seconded by Councilor McKenzie approving the agreement Between the City Clerk on behalf of Franklin Twp. Hancock Twp and Quincy Twp and the Houghton County Clerk's Office to conduct the HCH elections within the City of Hancock as follows: (renewal)

Responsibilities of the Hancock City Clerk:

1. Conduct Hancock Public School's district regular elections and special elections within THE School District boundaries which include the City of Hancock, Franklin Twp., Hancock Twp., and Quincy Twp., (Precinct I @ Hancock City Hall and Precinct II @ Barkell elementary, both located in the City of Hancock.)
2. Provide voting equipment for the district's elections.
3. Arrange for programming/coding and testing of all voting equipment. (city)
4. Publish notice and conduct the "public accuracy test". (city)
5. Handle the distribution, receipt and processing of absentee ballot applications.
6. Handle the issuance of absentee ballots and the return of voted absentee ballots.
7. Work with the County Election Commission to establish precinct boundaries. (If different precinct boundaries for the conduct of the district's elections are desired.)
8. Designate polling places through the City Council. (If different polling places are needed for the conduct of the district's elections.)
9. Appoint election inspectors for the precincts within the City of Hancock, through the local election commission for the district's election.
10. Handle the setup of polling places on election day.
11. Store voted ballots after the election.
12. Handle Qualified Voter File (QVF) related responsibilities (setting up election, production of precinct lists, updating voter history)
13. Handle election issues and "troubleshooting".
14. Transmit election results to Board of Canvassers for the canvass and certification of the election.
15. Contracted Service Cost: \$1,000.00 or less based on actual costs. To be billed by the City Clerk and payable to the City Clerk for performing related tasks.

Responsibilities of the Houghton County Clerk:

1. Serve as the district's filing official and accept candidate filings, check petitions for sufficiency, accept candidate withdrawals and certify candidates.
2. Receive special election resolution and ballot proposals language adopted by the district's board.
3. Handle the ballot printing and proofing. (county)
4. Order necessary precinct supply kits. (county)
5. Publish notices of "Close of Registration" and "Notice of Election". (county)

This agreement shall be in effect from January 1, 2009 through December 31, 2010.

Approved by the Hancock City Council on February 18, 2009.

Yes: All

No: None

Motion Carried.

fy09 transit funding
resolution #2-09

Moved by Councilor Hainault and seconded by Councilor McKenzie approving Resolution #2-09 as follows:

RESOLUTION #02 - 09

PROJECT AUTHORIZATION RESOLUTION

WHEREAS, this resolution shall approve execution of Project Authorization No. Z4 with the Michigan Department of Transportation which it issues under Agreement No. 2007-0219, Project No. 105221.

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, Project Authorization No. Z4 with the Michigan Department of Transportation for Federal Operating Funds related to Section 5311 Earmark Funds for FY 2009.

Roll Call Vote:

Yes: Councilors Hainault, Slivon, Belej, Laitila, Freeman and McKenzie.

No: None

Motion Carried.

Meeting of the Ad Hoc Committee for Gov't Lot 5?

Belej - computer for Doug

Slivon - City owned internet service

Hainault - spring cleanup?

Laitila - Web Site update?

Thank you to all who participated in the Heikinpaiva Event this Year.

Job well done.

Moved by Councilor Hainault and seconded by Councilor McKenzie recognizing our City Clerk, Karen Haischer CMC on her accomplishment of recertifying as a Certified Municipal Clerk with the International Institute of Municipals Clerks.

Yes: All

No: None

Motion Carried.

Moved by Councilor Hainault and seconded by Councilor Belej that this regular meeting of the Hancock City Council be adjourned. Time: 9:10 p.m.

Yes: All

No: None

Motion Carried.

William Laitila, Mayor

Karen Haischer, CMC City Clerk