

City of Iron Mountain

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Regular Meeting of the Common Council, City of Iron Mountain, County of Dickinson, Michigan to be held on Monday, October 5, 2009 at 6:30 p.m. in the Council Room.

Presiding: Mayor VanLaanen

Present: Council Members Corombos, Farragh, Rosen, Alessandrini, Burke & Peterson

Absent: None

Also Present: City Manager Stanchina & City Attorney Gerald Pirkola

Approval of Agenda

VanLaanen asked that item 1, Approval of Zoning Administrator appointment, under New Business be eliminated and that items number 5 and 6 of New Business is moved to the first and second positions under New Business.

It was moved by Rosen and supported by Burke to accept the agenda as corrected.

Motion prevailed unanimously

Approval of Minutes

Minutes of the Regular Meeting of September 21, 2009

Approved as prepared

Public Comment

None

Old Business

Bid Opening RE: Millie Hill bat viewing trail

Stanchina opened the bids, for road work and the parking area, the results are shown below:

Midwest Asphalt and Gravel	\$119,707.00
T& G	\$85,316.40
Bacco Construction	\$101,879.00

Stanchina recommended having the bids reviewed by Kevin Trevillian of Coleman Engineering. Peterson clarified that the low bid will be awarded pending verification that the specifications have been met. Alessandrini noted that the city is not spending its funds on this project.

It was moved by Farragh and supported by Alessandrini to approve the low bidder pending verification of the specifications being met.

Motion Prevailed Unanimously

Bid Opening RE: Cemetery building Roofs

Stanchina opened the bids, for two roofs at the Cemetery, resulting in the below bids:

Markell Company (Base Bid)	\$12,988.00
Lake State Roofing (Base Bid)	\$6,800.00

Stanchina relayed that the bids will have to be examined to verify that they meet the Specifications.

It was moved by Farragh and supported by Alessandrini to refer the bids to staff for review.

Motion Prevailed Unanimously

Bid Opening RE: Winter sand

Stanchina opened the bids, for 2,000 tons of winter sand, resulting in the below bids:

Scott Morren Excavating	\$7.15 per ton
Midwest gravel	\$4.60 per ton
Gendron construction	\$4.00 per ton
A. Lindberg & Sons, Inc.	\$5.50 per ton

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Stanchina relayed the need for these bids to be reviewed. Farragh asked if the bids were completed on bid sheets. Burke asked how much the city paid per ton last year. Stanchina stated that the city had paid \$4.70 per ton.

It was moved by Rosen and supported by Burke to accept the low bid from Gendron Construction at \$4 per ton, pending City Manager Stanchina verifies that the specifications of the bid are appropriate.

Motion Prevailed Unanimously

New business

Approval of Resolution RE: City Park MDNR Trust Fund grant application

Stanchina stated the city must state verbatim that it is performing \$58,000 worth of in-kind labor and equipment. He added that the city can fund raise or reduce the scope of the project if needed. VanLaanen read the resolution into the record.

It was moved by Alessandrini and supported by Rosen to support the proposed resolution.

Motion Prevailed Unanimously

Approval of final preliminary plat RE: Millie Hill Subdivision

Chuck Meyer and Joe Lafave were present

Stanchina noted that the original preliminary plat needed several minor corrections. He relayed that only one signature, which has already been obtained, is need to forward this project to the next step, the updated final plat. A discussion pertaining to the approval of the final plat ensued; it was conceded that the council will have to vote separately on the final plat.

It was moved by Alessandrini and supported by Farragh to approve the final preliminary plat for the Millie Hill Subdivision.

Motion Prevailed Unanimously

Approval of changes to the Administrative Policies and Procedures Manual

Stanchina conveyed that he would like to correct and update the current Administrative Polices and Procedures Manual. He requested that the hours of city hall's operation be put into the manual. Alessandrini and Rosen conveyed his concern for the citizen's ability to visit City Hall. Peterson asked if the policy could state that the work day is 8 hours and a work week is 40 hours. The council agreed that Peterson suggestion was preferable. Stanchina relayed that he would like to alter several job descriptions so they reflect what is currently happening. A discussion about the proposed job description changes ensued. Stanchina communicated that he also removed the now union jobs from the manual. Peterson noted that certain minimum requirements for certain jobs have been altered. Stanchina relayed that the stated qualifications are only the minimum and the level of pertinent knowledge can be tested with the Civil Service Exam. VanLaanen noted that the language in this manual will be used for advertising purposes. Peterson confirmed that the minimum requirement changes are acceptable to the rest of the council.

It was moved by Burke and supported by Rosen to approve the suggested changes to the Administrative Procedures and Policies Manual with the exception of the stated work hours.

Motion Prevailed Unanimously

Approval of support letter RE: Dickinson County Brown Field Redevelopment Authority

Stanchina relayed that the brown field authority could assess, clear and remediate potentially contaminated land. He conveyed that a grant would be applied for, and the letter of support would be attached to it. Peterson asked if the developer that is looking at a contaminated property in Iron Mountain is willing to wait until the grant process is complete. Stanchina relayed that it was the developer who brought the grant idea up to the city.

It was moved by Alessandrini and supported by Burke to support a letter of support for the Dickinson County Brown Field Redevelopment Authority.

Motion Prevailed Unanimously

Discussion of interest for a Tree Board

VanLaanen noted that the existence of a Tree Board is already outlined in the city Code of Ordinances. He relayed the opinion that it may be beneficial to advertise and gage interest for the tree board, then follow up with a more in depth discussion. Peterson asked what tasks the tree board performs. Stanchina relayed that they would take inventory, make recommendations and potentially apply for grants relating to trees throughout the city.

It was moved by Alessandrini and supported by Rosen to advertise for members to serve on the tree board.

Motion Prevailed Unanimously

Reports

Financial Reports

None

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City Manager Report

Stanchina requested travel funds for the UP Managers Meeting in Marquette next week. He relayed that more details would follow.

It was moved by Alessandrini and supported by Rosen to approve City Manager Stanchina's travel to Marquette.

Motion Prevailed Unanimously

Stanchina relayed that the ISO rating was done this last week and the results will be known in a month. He conveyed that potential problems may need to be considered as far as the city's returns on investment are concerned.

Stanchina conveyed that there is a proposed State Revenue Sharing decrease of 11.1%. He relayed that the city's revenue would drop by \$91,684.00 if the cut passes. Stanchina noted that the situation will have to be looked at when more details are available.

Farragh asked about the status of the well house. Stanchina communicated that the last company to do an estimate on the project was not interested. He added that another quote is being set up.

City Attorney Reports

None

Committee Reports

Crystal Lake ad hoc committee

Gene Ducharme, 1044 Carpenter Avenue, reported that the committee has been able to raise about \$10,000 toward their project. He added that the proposed recipient of this money is waiting patiently for the funding to come through.

Labor Relations

Stanchina reported that the committee had met with the Police Department.

Public Comment

None

It was moved by Rosen and supported by Burke to adjourn.

Motion Passed Unanimously

Meeting adjourned at 7:08



Isaac Micheau
Clerk-Treasurer