

**CITY OF MENOMINEE, MICHIGAN
MENOMINEE CITY COUNCIL AGENDA FOR
MONDAY, MAY 17, 2021 at 6:00 P.M.
COUNCIL CHAMBERS – 2511 10th STREET - AND ELECTRONICALLY**

A) CALL THE MEETING TO ORDER.

B) ROLL CALL.

C) APPROVAL OF MEETING AGENDA.

D) MINUTES OF PREVIOUS MEETINGS.

- 1) Regular meeting of April 19, 2021.

E) COMMUNICATIONS.

F) PUBLIC HEARINGS.

- 1) Ordinance 2021-001 --- Adopting the Annual Appropriation Bill for the Fiscal Year Beginning July 1, 2021 and Ending June 30, 2022.

G) PUBLIC COMMENT.

- 1) This public comment session is intended for statements, not debate, limited to three minutes per person *on agenda items only*. Please be prepared to state your name and address before speaking.

H) REPORTS OF OFFICERS.

- 1) Mayor Stegeman's appointments as follows:
 - * Cheryl Hoffman to the Historic District Commission filling a vacancy with her term to expire May 11, 2022.
 - Michael Menor to the Planning Commission filling a vacancy with his term to expire October 7, 2023.
 - Michael Menor to the Zoning Board of Appeals as an alternate filling a vacancy with his term to expire October 15, 2023.
- 2) City Manager's report.
- 3) Update from Library Director, Blair Nelson.

I) REPORTS OF BOARDS, COMMISSIONS, AND STANDING COMMITTEES.

- 1) The Water and Wastewater Utility Board and the Finance Committee on revising the water and sewer rates.
- 2) The Water and Wastewater Utility Board on accepting a bid for the Water Plant Chlorine System.
- 3) The Finance Committee on accepting a proposal for Janitorial Services at the Municipal Complex.

J) MISCELLANEOUS.

K) MOTIONS AND RESOLUTIONS.

L) PUBLIC COMMENT.

- 1) This public comment session is *not limited to agenda items*. It is intended for statements, not debate, limited to three minutes per person. Please be prepared to state your name and address before speaking.

M) ADJOURN.

Electronic Remote Access Information:

Call in # 312-626-6799 Enter Meeting ID: 833 1550 4630 Press #

Requests from individuals with disabilities who need special accommodations to participate in this meeting or hearing should be made to the City Clerk's Office at 1-906-863-2656 with as much advanced notice prior to the meeting as possible.
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**CITY OF MENOMINEE, MICHIGAN
REGULAR COUNCIL PROCEEDINGS
APRIL 19, 2021**

A regular meeting of the Menominee City Council, City of Menominee, County of Menominee, State of Michigan, was held on Monday, April 19, 2021 in the Municipal Complex Council Chambers and electronically.

The Honorable Jean Stegeman called the meeting to order at 6:00 p.m. and led the pledge of allegiance to the flag.

PRESENT: Council Members Fifarek, Jones, Klitzke, Nutter (remotely) and Plemel; Mayor Stegeman.

ABSENT: Council Members Nelson, Pohlmann and Robinson.

PRESENT: 6

ABSENT: 3

A motion was made by Council Member Jones and seconded by Council Member Plemel to excuse Council Members Nelson, Pohlmann and Robinson from the meeting. This motion was carried unanimously.

A motion was made by Council Member Plemel and seconded by Council Member Jones to add the recommendation from the Waterfront Festival Committee as item number 5, under Reports of Boards to the agenda and to approve the amended agenda for the meeting dated April 15, 2021. This motion was carried unanimously.

A motion was made by Council Member Jones and seconded by Council Member Fifarek to approve the minutes of the regular meeting of March 15, 2021 as presented. This motion was carried unanimously.

COMMUNICATIONS:

Nancy Douglas presented the recommendation of the Waterfront Committee for the 2021 Waterfront Festival.

PUBLIC COMMENT:

Mayor Stegeman opened the public comment session that was called for the purpose of hearing citizen comments on agenda items only.

No one was heard.

A motion was made by Council Member Plemel and seconded by Council Member Fifarek to close public comment. This motion was carried unanimously.

REPORTS OF OFFICERS:

A report was heard from City Manager Graff.

Updates was heard from Library Director Nelson and Recreation Director Kosewski.

COMMITTEE REPORT:

At an April 12, 2021 meeting the Parks and Recreation / Buildings and Ground Committee and an April 14, 2021 Finance Committee, the Committees discussed the playground equipment at Water Tower Park and recommends to City Council that Council approve the playground design concept and installation by Burke Lee Recreation, LLC, Option 1-Revised dated March 23, 2021 in the amount not to exceed \$126,000.00 with funds from the Recreation – Klar bequest and authorize the City Manager to execute the agreement.

PARKS & RECREATION/ BUILDINGS & GROUNDS COMMITTEE

FINANCE COMMITTEE

A motion was made by Council Member Jones and seconded by Council Member Klitzke to adopt the recommendation.

AYES: Jones, Klitzke, Fifarek, Nutter, Plemel and Stegeman

NAYS: None

This motion was carried unanimously.

COMMITTEE REPORT:

At an April 12, 2021 meeting the Parks and Recreation / Buildings and Ground Committee discussed the existing playground equipment that was removed from Water Tower Park and recommends to City Council that Council declare this playground equipment as surplus property and accept sealed bids for the sale of this equipment.

PARKS & RECREATION/ BUILDINGS & GROUNDS COMMITTEE

A motion was made by Council Member Jones and seconded by Council Member Klitzke to adopt the recommendation.

AYES: Jones, Klitzke, Fifarek, Nutter, Plemel and Stegeman

NAYS: None

This motion was carried unanimously.

COMMITTEE REPORT:

At February 10, March 3 and April 12, 2021 meetings, the Parks and Recreation / Buildings and Grounds Committee reviewed an amendment to the Master Schedule of Fees and Charges, as recommended by the Henes Park Board of Commissioners at a September 17, 2020 meeting, and they recommend to City Council that Council adopt the following resolution to approve amending certain fees related to pavilion rental at John Henes Park (these fees include the professional cleaning of the facility after each rental) to become effective on April 20, 2021:

**RESOLUTION #2021-004
A RESOLUTION OF THE COUNCIL OF
THE CITY OF MENOMINEE, MICHIGAN
AMENDING THE MASTER SCHEDULE OF FEES AND CHARGES.**

WHEREAS, the Michigan Constitution provides local governments with the power and authority to adopt resolutions and ordinances relating to its municipal concerns, property, and government, subject to the Constitution and law;

WHEREAS, the City of Menominee is a Michigan Home Rule City, and is permitted by the Michigan Home Rule Cities Act to provide in its charter for the exercise of municipal powers for the management and control of municipal property and for the administration of the municipal government;

WHEREAS, Section 2.11 of the Charter of the City of Menominee establishes that the City of Menominee may legislate by resolution those matters pertaining to the internal affairs or concerns of the City government not otherwise enumerated there;

WHEREAS, various ordinances in the 2013 City of Menominee ordinance codification, effective March 1, 2013, require fees and other charges to be established by resolution of the Council;

WHEREAS, the purpose of this Resolution is to amend the "Schedule of Fees and Charges";

NOW, THEREFORE, be it resolved by the Council of the City of Menominee as follows:

Henes Park Pavilion (#1, #2, and #3):

	<u>Cost</u>
Resident	\$65.00
Non-Resident	\$85.00

Henes Park Beach Pavilion:

<u>Monday through Thursday</u>	<u>\$280.00</u>
<u>Friday through Sunday and Holidays</u>	<u>\$375.00</u>

<u>Monday through Thursday (2 day rental with 1 cleaning)</u>	<u>\$455.00</u>
<u>Friday through Sunday & Holidays (2 day rental with 1 cleaning)</u>	<u>\$600.00</u>

PARKS AND RECREATION/BUILDINGS AND GROUNDS COMMITTEE

A motion was made by Council Member Jones and seconded by Council Member Klitzke to adopt the recommendation.

AYES: Jones, Klitzke, Fifarek, Nutter, Plemel and Stegeman

NAYS: None

This motion was carried unanimously.

COMMITTEE REPORT:

At an April 13, 2021 meeting, the Planning Commission reviewed the proposed 5-Year Capital Improvement Plan and they recommend to City Council that Council implement the Capital Improvement Plan as presented.

PLANNING COMMISSION

A motion was made by Council Member Plemel and seconded by Council Member Fifarek to receive the Capital Improvement Plan report and place on file.

AYES: Plemel, Fifarek, Jones, Klitzke, Nutter and Stegeman

NAYS: None

This motion was carried unanimously.

The Council considered the recommendation of the Waterfront Festival Committee not to hold the Waterfront Festival in 2021.

A motion was made by Council Member Plemel and seconded by Council Member Jones to adopt the recommendation.

AYES: Plemel, Jones, Fifarek, Klitzke, Nutter and Stegeman

NAYS: None

This motion was carried unanimously.

PUBLIC COMMENT:


Mayor Stegeman opened the public comment session.

Tricia Alwin was heard.

A motion was made by Council Member Plemel and seconded by Council Member Fifarek to close public comment. This motion was carried unanimously.

ADJOURN:

The meeting was adjourned.


Kathleen A. Brofka

**PUBLIC HEARING - CITY OF MENOMINEE
MENOMINEE ORDINANCE CODE ADOPTION**

The City Council of the City of Menominee will hold a public hearing at 6 o'clock p.m., on Monday, May 17, 2021 in the Municipal Complex Council Chambers, 2511-10th Street, Menominee MI 49858. The purpose of the public hearing is to allow citizens the opportunity to comment on adopting the Ordinance as follows:

ORDINANCE 2021-001 --- ADOPTING THE ANNUAL APPROPRIATION BILL FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022.

This ordinance would approve the 2021-2022 Operating Budget.

BY: Kathleen A. Brofka, City Clerk/Treasurer

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LEGAL ADVERTISEMENT

ONE INSERTION – FRIDAY, MAY 7, 2021

BILL TO CITY OF MENOMINEE GENERAL FUND

PLEASE PROVIDE AN AFFIDAVIT OF PUBLICATION

BOARD RECOMMENDATION:

At a May 13, 2021 meeting, the Water and Wastewater Utility Board discussed equipment needs at the Water Treatment Plant, and they recommend to City Council that Council approve the award of the Chlorine System replacement contract to the low bidder Hawkins Chemical in the amount of \$31,515.00 with the funds being allocated from the fiscal year 2020-2021 water capital outlay line item.

WATER AND WASTEWATER UTILITY BOARD

MOTION BY: _____ SECOND BY: _____

ADOPT

	FIFAREK	JONES	KLITZKE	NELSON	NUTTER	PLEMEL	POHLMANN	ROBINSON	STEGEMAN
AYES									
NAYS									



City of Menominee
City Council
Agenda Item

TITLE: Chlorine System Replacement

Requesting Agency: Water Department	Meeting Date: May 17, 2021
Contact: Mike Thorsen / Don DeTemple	Public Hearing: NA
Phone: 906-630-1016	Advertising Date: NA
	Council District: City Wide

PURPOSE:

Request that the City Council approve the selection of Hawkins Chemical as the low bidder and award them the Chlorine System replacement contract.

BACKGROUND:

As part of the FY 2020-2021 CIP budget, council approved the replacement of the Chlorine System (Post Filtration and Post Plant). Two companies supplied a bid ranging from \$31,515.00 to \$36,471.00. Hawkins Chemical was the lowest bidder and was selected mainly because of the cost, product support, and the same system is being utilized at the WWTP. Utilizing the same system will benefit both facilities for stocking rebuild kits and parts. Both the Post Filtration and Post Plant chlorination system need replacement because they are obsolete with the manufacture no longer supporting the product with parts. In addition, we are having troubles with these units operating properly.

Cost breakdown from the two companies:

	<u>Hawkins Chemical</u>	<u>Energenecs</u>
Regulators	\$6,600.00	\$7,975.00
Switch Over Panel	\$1,150.00	part of regulators
Gas Feed Control Valves with Vacuum Monitor	\$9,660.00	\$12,499.00
Ejectors	\$850.00	\$1,799.00
Water Inlet Assemblies	\$420.00	part of injectors
Gas Alarm	\$2,000.00	\$2,099.00
Scales	\$8,835.00	\$10,899.00
Installation	<u>\$2,000.00</u>	<u>\$1,200.00</u>
Total	<u>\$31,515.00</u>	<u>\$36,471.00</u>

BUDGET IMPACT:

This item has a budget of \$35,000 which City Council approved with the Capital Improvement Plan for FY 2020-2021. The purchase agreement is for \$31,515.00 and will be encumbered from the FY 2020-2021 Water CIP budget in the Account 591-536.000-970.000.

STAFF RECOMMENDATION / ACTION REQUESTED:

The Water Department recommends that the Water and Wastewater Utility Board approve the award of the purchase agreement to Hawkins Chemical and recommend to City Council.

BOARD RECOMMENDATION:

At a May 13, 2021 meeting, the Water and Wastewater Utility Board recommended to City Council that Council approve the award of the Water Treatment Plant Chlorine System replacement contract to the low bidder Hawkins Chemical in the amount of \$31,515.00 with the funds being allocated from the fiscal year 2020-2021 water capital outlay line item.