

CITY OF MUSKEGON

CITY COMMISSION MEETING

JULY 10, 2018 @ 5:30 P.M.

**MUSKEGON CITY COMMISSION CHAMBERS
933 TERRACE STREET, MUSKEGON, MI 49440**

MINUTES

The Regular Commission Meeting of the City of Muskegon was held at City Hall, 933 Terrace Street, Muskegon, MI at 5:30 p.m., Tuesday, July 10, 2018. Pastor Darrin Longmire, Forest Park Covenant Church, opened the meeting with prayer, after which the Commission and public recited the Pledge of Allegiance to the Flag.

ROLL CALL FOR THE REGULAR COMMISSION MEETING:

Present: Mayor Stephen J. Gawron, Commissioners Ken Johnson, Byron Turnquist, Debra Warren, and Willie German, Jr, and Dan Rinsema-Sybenga, City Manager Frank Peterson, City Attorney John Schrier, and City Clerk Ann Meisch.

Absent: Vice Mayor Eric Hood

2018-52 CONSENT AGENDA:

A. Approval of Minutes City Clerk

SUMMARY OF REQUEST: To approve the minutes of the June 26, 2018 Regular Meeting.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the minutes.

B. Transfer to Economic Development Revolving Loan Fund From Economic Development Sappi Finance

SUMMARY OF REQUEST: As fiscal year 2018-19 begins Finance would like to streamline and reduce funds. As some on the Commission have requested we are proposing to transfer the balance of funds from Economic Development Sappi to Economic Development Revolving Loan funds. The Sappi fund was created in 2010 with \$500,000 from Sappi as part of the Settlement Agreement for the closure of Sappi's Muskegon Mill. The money is to be used for any economic development purpose at the discretion of the City.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approve transfer of the remaining funds in the Economic Development Sappi fund to the Economic Development Revolving Loan fund.

C. Mission Lift Station Monitoring Equipment Department of Public Works

SUMMARY OF REQUEST: Authorize staff to purchase two lift station monitoring units for two of our 21 stations.

The 2017/18 Sewer Maintenance Budget includes costs for the purchase and installation of two Mission Monitoring Units, one to be installed at our Edgewater Street Lift Station and the other at our Harbour Towne Lift Station.

Belasco, Newkirk, and C-N-C Electric were invited to bid. C-N-C Electric provided the lowest quote of \$11,000 per unit installed, including a service contract for each unit good for one year. Belasco Electric did not bid.

FINANCIAL IMPACT: The estimated cost of materials and installation is \$22,000.

BUDGET ACTION REQUIRED: None. Expenditures for the purchase would come from the Sewer Budget and were anticipated during the budgeting process.

STAFF RECOMMENDATION: Approve purchase.

D. Procurement of Rapid Mixer DPW/Water Filtration Plant

SUMMARY OF REQUEST: Authorize staff to procure new mixer from Fusion Fluid Equipment to replace current mixer at the Water Filtration Plant.

We have two rapid mixers in service from Mastrrr and we have been replacing them about every two years due to frequent failure of bearings. The bearings are not replaceable and the design forces us to replace the whole unit. These mixers are built to order, take six months to procure and the customer service is also poor. We had contacted Fusion Fluid, a local firm to provide a custom solution with replaceable parts, and the pricing is comparable to that from Mastrrr.

FINANCIAL IMPACT: \$22,480.66

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Staff be authorized to procure rapid mixer from Fusion Fluid Equipment at a cost of \$22,480.66.

E. 2018 Capital Improvement Projects – Milling and Resurfacing – Forest Avenue Department of Public Works

SUMMARY OF REQUEST: Awarded the resurfacing contract for Forest Avenue

from Sanford Street to Clinton Street (H-1719) to the low bidder. Asphalt Paving Incorporated. Two contractors submitted bids for the projects as follows:

Asphalt Paving Incorporated \$21,190.00

Michigan Paving and Materials Company \$31,153.00

FINANCIAL IMPACT: \$21,190.00

BUDGET ACTION REQUIRED: None. This project is included in the capital project list on the 2018/2019 budget. The resurfacing on Forest Avenue is being funded through a CDBG (\$30K budgeted).

STAFF RECOMMENDATION: Award the project to the low bidder. Asphalt Paving Incorporated.

F. 2018 Capital Improvement Projects – Milling and Resurfacing – Eight (8) Street Segments Department of Public Works

SUMMARY OF REQUEST: Award the resurfacing (H-1718) for eight (8) street segments to the low bidder, Michigan Paving and Materials Company. Three contractors submitted bids for this project as follows:

Michigan Paving and Materials Company \$427,363.86

Asphalt Paving Incorporated \$492,224.71

Rieth-Riley Construction Company \$533,639.00

FINANCIAL IMPACT: \$427,363.86

BUDGET ACTION REQUIRED: None. This project is included in the capital project list on the 2018/2019 budget. The resurfacing on eight (8) streets is being funded through Major Streets (\$540K budgeted) and Local Streets (\$200K budgeted).

STAFF RECOMMENDATION: Award the project to the low bidder, Michigan Paving and Materials Company.

G. Launch Ramp Tickets and Fees Department of Public Works

SUMMARY OF REQUEST: To increase violation fines for not having a permit as follows:

No Launch Ramp Permit: \$70.00 per incident (currently \$55.00)

No Commercial Launch Permit: \$250.00 per incident (currently no fine)

Vessels over thirty-feet or three or more axles launching: \$300.00 (currently no fine)

Current Fees:

Resident Launch Permit: \$50.00

Resident Senior Launch Permit: \$30.00

Non-Resident Permit: \$70.00

Senior, Non-Resident Permit: \$45.00

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the revised fines.

H. Launch Ramp Ordinance Change Department of Public Works

SUMMARY OF REQUEST: To amend Chapter 58 Parks and Recreation ordinance to include the following language:

Section 58-3. Public boat launch permit; violation as a municipal civil infraction.

*No person shall launch a vessel at the city launch ramp facilities without a permit from the city. The annual permit is valid for the calendar year in which it was purchased, for vessels less than thirty-feet launched from a trailer with two axles or less (except pontoons), and only when visible from outside the vehicle and fully adhered to the windshield of the vehicle registered with the city at the time of purchase(s). **Daily permits are valid for the 4-hour period of the date purchased** and must be displayed on the vehicle dash board with date and permit number visible from outside the vehicle. Permit(s) are non-transferrable and may not be re-sold. Violation of this section shall be a municipal civil infraction.*

Original: No person shall launch a boat at the city launch facilities without a permit from the city from March 1 through November 30. Violation of this section shall be a municipal civil infraction. (Ord. No. 2351, 3-22-2016).

Added to the ordinance:

No private or for-profit business may launch commercial vessel(s) from the city launch ramp facilities without the commercial launch permit from the city. The permits(s) are valid for the calendar year in which they were purchased, for vessels up to thirty-feet in length with less than two axles (except pontoons). The permit is transferable only between vehicles owned by the purchaser for business purposes and must be visible from outside the vehicle.

The Department of Public Works also requests to increase violation fines for not having a permit. Those modifications are included in a separate agenda item.

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approve the modified language for the ordinance.

SECOND READING REQUIRED

Motion by Commissioner Rinsema-Sybenga, second by Commissioner Johnson,

to approve the consent agenda as presented.

ROLL VOTE: Ayes: Warren, German, Rinsema-Sybenga, Turnquist, Johnson, Gawron

Nays: None

MOTION PASSES

2018-53 PUBLIC HEARINGS:

A. Request of the Establishment of an Industrial Development District at 2420 Remembrance Drive Planning & Economic Development

SUMMARY OF REQUEST: Pursuant to Public Act 198 of 1974, as amended, Grooters Development has requested the establishment of an Industrial Development District at 2420 Remembrance Drive. The establishment of the district will allow the company to become eligible for Industrial Facilities Tax Abatements (IFTs).

FINANCIAL IMPACT: None

BUDGET ACTION REQUIRED: None

STAFF RECOMMENDATION: Approval of the establishment of the Industrial Development District.

Motion by Commissioner Johnson, second by Commissioner Warren, to approve the establishment of the Industrial Development District.

ROLL VOTE: Ayes: German, Rinsema-Sybenga, Turnquist, Johnson, Gawron, and Warren

Nays: None

MOTION PASSES

2018-54 NEW BUSINESS:

A. Notice of Intent Resolution Capital Improvement Bonds Convention Center Finance

SUMMARY OF REQUEST: The Notice of Intent Resolution is the first step in the bonding process. This resolution authorizes the publication of a Notice of Intent relating to the City's bonds issued for the purpose of paying all or part of the cost to acquire, construct, furnish and equip a new convention center, including site acquisition, demolition and related site improvements. The notice indicates the City's intent to issue its limited tax full faith and credit Capital Improvement Bonds in an amount not to exceed \$20,000,000.

FINANCIAL IMPACT: None.

BUDGET ACTION REQUIRED: None.

STAFF RECOMMENDATION: Approve the Notice of Intent Resolution for

Capital Improvements Bonds not to exceed \$20,000,000 and authorize the City Clerk to publish a notice of intent to issue the Bonds in the Muskegon Chronicle.

Motion by Commissioner Johnson, second by Commissioner German, to approve the Notice of Intent Resolution for Capital Improvement Bonds not to exceed \$20,000,000 and authorize the City Clerk to publish a notice of intent to issue the Bonds in the Muskegon Chronicle.

ROLL VOTE: Ayes: Rinsema-Sybenga, Turnquist, Johnson, Gawron, Warren, and German

Nays: None

MOTION PASSES

B. Houston Avenue Traffic Calming Proposal Department of Public Works

SUMMARY OF REQUEST: Construct bump outs along Houston Avenue at the intersection of 5th Street to provide traffic calming effects along Houston Avenue. Work is proposed to be completed by city crews from the highway department.

FINANCIAL IMPACT: \$12,000

BUDGET ACTION REQUIRED: None. Work performed by city crews included within existing budget for salary/benefits and materials.

STAFF RECOMMENDATION: Approve construction of the bump outs along Houston Avenue.

Motion by Commissioner Warren, second by Commissioner German, to approve construction of the bump outs along Houston Avenue.

ROLL VOTE: Ayes: Turnquist, Johnson, Gawron, Warren, German, Rinsema-Sybenga

Nays: None

MOTION PASSES

PUBLIC PARTICIPATION: Public Comments were received.

ADJOURNMENT: The City Commission Meeting adjourned at 6:00 p.m.

Respectfully Submitted,

Ann Marie Meisch, MMC, City Clerk