

February 20, 2018

Minutes of the regular meeting of the city council of the City of Kingsford, County of Dickinson, and State of Michigan.

A regular meeting of the Kingsford city council was held Tuesday, February 20, 2018 at 6:30 p.m. in the council room in City Hall.

Roll Call: Present: Councilmember Baldinelli, Dixon-Miller and Erickson
Absent: Groeneveld and Flaminio

Also present were City Manager Anthony Edlebeck, City Attorney Bruce Brouillette, Public Safety Director Brian Metras, Public Works Superintendent Justin Wickman, Holly Palmer, Jim Anderson, Kristin Gendron, Alexander Erickson and Catherine Erickson.

The pledge of allegiance was stated.

A motion was made by Councilmember Baldinelli and supported by Councilmember Dixon-Miller to approve the February 5, 2018 City Council Meeting minutes as presented.
ALL AYES. NO NAYS. MOTION CARRIED.

A motion was made by Councilmember Baldinelli and supported by Councilmember Dixon-Miller to approve the agenda as presented.
ALL AYES. NO NAYS. MOTION CARRIED.

A motion was made by Councilmember Dixon-Miller and supported by Councilmember Baldinelli to approve the invoices for February 6, 2018 through February 20, 2018 in the amount of \$363,873.16.
ALL AYES. NO NAYS. MOTION CARRIED.

The consent agenda consisted of the following:

Public Safety Report
January 2018 Treasurer's Report
Qualified Voter Files (QVF) Required Training – Deputy City Clerk

A motion was made by Councilmember Dixon-Miller and supported by Councilmember Baldinelli to receive and place on file the consent agenda and to approve the QVF training.
ALL AYES. NO NAYS. MOTION CARRIED.

There was no Public Comment.

The first item under Communications is the MDEQ 2018 Water System Monitoring and Annual Reports letter outlining the collection sample schedule and listing of the required annual reports that need to be submitted. This was also distributed to the Superintendent of Public Works and our operators.

A motion was made by Councilmember Dixon-Miller and supported by Councilmember Baldinelli to receive and place on file the MDEQ 2018 Water System Monitoring and Annual Reports letter.
ALL AYES. NO NAYS. MOTION CARRIED.

The last item under Communications is the MDEQ 69th Annual UP Water Works Institute April 17-18, 2018. This is a two-day training to be held in Harris, MI and meets the requirements for continued education for the water operator's license. Supt. Justin Wickman is again requesting two water operators attend.

A motion was made by Councilmember Baldinelli and supported by Councilmember Dixon-Miller to approve sending two water operators to the MDEQ 69th Annual UP Water Works Institute on April 17-18, 2018.
ALL AYES. NO NAYS. MOTION CARRIED.

A motion was made by Councilmember Baldinelli and supported by Councilmember Dixon-Miller to receive and place on file the MDEQ 69th Annual UP Water Works Institute letter.
ALL AYES. NO NAYS. MOTION CARRIED.

Copies of all communications are affixed to and made a part of the permanent record.

The Manager's Report was presented by Edlebeck.

- The City has received notification from the State of Michigan that the Safe Routes to Schools grant has been approved for funding in 2019. Edlebeck outlined what was included in the proposed project, including sidewalk routes [new and replaced], ADA sidewalk ramps where needed and striping for bicycle lanes.
- For long-term planning purposes, Edlebeck recommends the city obtain proposals for design, construction specification and cost estimates for new winter salt and sand storage facilities to be located on the Public Works Facility property located at 1500 Carter Drive.

A motion was made by Councilmember Baldinelli and supported by Councilmember Dixon-Miller to authorize the City Manager to obtain proposals for design, construction specification and cost estimates for new winter salt and sand storage facilities to be located on the Public Works Facility.
ALL AYES. NO NAYS. MOTION CARRIED.

- o Edlebeck has received numerous complaints in regard to the parking and storing of commercial vehicles and construction equipment on residential properties for long durations of time. He is asking whether this is something the City Council would like to address in our ordinances. A brief discussion took place before deciding to refer this to the Planning Commission.
- o An update of the GIS system was given. Included with the Manager's Report was a proposal from Mr. Gary Hoaglund of Coleman Engineering regarding parcel mapping for the City. Now that our GIS system is operational, Edlebeck recommends the City now follow through with the parcel mapping portion of this project with Coleman Engineering. He also recommends the City Council approve using funds from the 102 land fund to finance this work.

A motion was made by Councilmember Dixon-Miller and supported by Councilmember Baldinelli to accept Coleman Engineering Company's proposal, move forward with the parcel mapping on the City's GIS system and to use the funds from the 102 land fund to finance this work, not to exceed \$10,000.00.
ALL AYES. NO NAYS. MOTION CARRIED.

- o Reminder the March Board of Review will start with the organizational meeting on March 6th at 4:00pm followed by the review meetings to be held on March 12th from 9:00am-noon & 1:30pm-4:30pm and March 13th from 1:30pm-4:30pm & 6:00pm-9:00pm.

A motion was made by Councilmember Baldinelli and supported by Councilmember Dixon-Miller to receive and place on file the February 20, 2018 Manager's Report.
ALL AYES. NO NAYS. MOTION CARRIED.

The first item under Old Business is the Capitalization Management Policy. Along with the proposed Capital Asset Management Policy, Edlebeck provided a list of the City's current capital asset inventory for the General Fund and the Water & Sewer Funds. This policy has been reviewed by the auditor following a recommendation in the last audit report.

A motion was made by Councilmember Baldinelli and supported by Councilmember Dixon-Miller to adopt the Capital Asset Management Policy as presented.
ALL AYES. NO NAYS. MOTION CARRIED.

The second item under Old Business is the Maule Drive Extension Parcel. A copy of the map showing Maule Drive at Knudsen Drive to the west to Balsam Street. It shows the strip of property to be used as a right-of-way to extend Maule Drive, as well as providing public access to the existing water main and sanitary sewer main. This piece of property is currently part of a parcel owned by Madken Realty. The City is looking to acquire this property in an exchange of 13 access agreements for parcels of city-owned property that hold monitoring wells currently utilized by Arcadis.

A motion was made by Councilmember Erickson and supported by Councilmember Dixon-Miller to authorize the signing of the purchase agreement for the property discussed [once the legal description and survey have been obtained and reviewed].
ALL AYES. NO NAYS. MOTION CARRIED.

The last item under Old Business is the Ford/KPC Access Agreements, which is in conjunction with the Maule Drive Extension Parcel.

There was no New Business.


There were no Hearings or Public Comment.

Under Councilmember's Privilege, there was no comment.

There being no further business, a motion was made by Councilmember Dixon-Miller and supported by Councilmember Baldinelli to adjourn the meeting.
ALL AYES. NO NAYS. MOTION CARRIED.



Mayor



Clerk