

April 6, 2020

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

Due to the COVID-19 pandemic, the regular meeting of the Kingsford City Council was held electronically via Zoom on Monday, April 6, 2020 at 6:30 pm.

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

City staff also present via Zoom were City Manager Anthony Edlebeck, City Attorney Bruce Brouillette, Public Safety Director Brian Metras, Public Works Superintendent Jeff DeMuri, Treasurer Holly Palmer and Deputy Clerk Tanya Hiltonen.

Note: Since the meeting is held via Zoom, all motions require a roll call vote.

The pledge of allegiance was stated.

A motion was made by Councilmember Dixon-Miller and supported by Councilmember Flaminio to approve the March 16, 2020 City Council Meeting minutes as presented.

ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller  
Nays: None  
Absent: Remer  
MOTION CARRIED.

A motion was made by Councilmember Groeneveld and supported by Councilmember Dixon-Miller to approve the March 3, 9, 11 & 16, 2020 Board of Review minutes as presented.

ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller  
Nays: None  
Absent: Remer  
MOTION CARRIED.

A motion was made by Councilmember Flaminio and supported by Councilmember Dixon-Miller to approve the agenda as presented.

ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller  
Nays: None  
Absent: Remer  
MOTION CARRIED.

A motion was made by Councilmember Dixon-Miller and supported by Councilmember Groeneveld to approve the invoices for March 17, 2020 through April 6, 2020 in the amount of \$223,574.30.

ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller  
Nays: None  
Absent: Remer  
MOTION CARRIED.

The consent agenda consisted of the following:

- Public Works Report

A motion was made by Councilmember Flaminio and supported by Councilmember Groeneveld to receive and place on file the consent agenda.

ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller  
Nays: None  
Absent: Remer  
MOTION CARRIED.

There was no Public Comment.

The only item under Communications was a thank you from the Kiwanis Ski Club expressing appreciation for the City's continued support for the annual Pine Mountain Ski Jumping Tournament.

A motion was made by Councilmember Dixon-Miller and supported by Councilmember Groeneveld to receive and place on file the thank you card from the Kiwanis Ski Club.

ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller  
Nays: None  
Absent: Remer

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.

- o In regard to the COVID-19 (coronavirus) concerns: The Dickinson-Iron Health Department will be coordinating all issues in Dickinson County between the hospital, the county, cities and the townships. The information can be found at [www.Michigan.gov/Coronavirus](http://www.Michigan.gov/Coronavirus). This link has been placed on the City's website [www.cityofkingsford.com](http://www.cityofkingsford.com). All of the executive orders of the Governor are posted on this site. The state has issued orders that there is to be no assemblies of 10 persons or more to meet. Schools have been ordered to close for the remainder of the school year; bars and restaurants are closed to dine-in patrons but may offer take-out. The recommendation has been made to limit employee's exposure to the public. In this regard, the city hall is closed to the general public, and the office staff are primarily working remotely from home. The office staff is rotating hours at city hall to answer phones, sort/distribute mail, collect payments and make bank deposits. Residents can make payments using any of the following methods: drop box, mail, credit card or ACH. Permit applications and issuance will be done by email or regular mail, with any communication handled via telephone, email or regular mail. The Public Works Department continues operating with limited exposure to the public while maintaining basic services. DPW Supt. DeMuri and Edlebeck are discussing modifications to facilitate the spring rubbish collection of large furniture items and items that do not meet our regular garbage collection requirements. More information will follow after further discussion between department heads. The Public Safety Department continues to use modified protocol and limit exposure.
- o The Michigan Department of Transportation has alerted road and street agencies that transportation funding may be reduced due to the current virus situation. They are alerting us to be conservative in planning projects until further notice.
- o The city's change in the phone system remains on hold due to the COVID-19 situation. The equipment is on hand and ready to be installed. Once the restrictions are lifted, the project will resume.
- o The Department Heads and the City Manager have been working on the budget for FY 2020-2021. It is currently unknown the affect the current situation of Covid-19 will play into the city revenues.
- o Edlebeck provided a memo with an update on the Well 6 & 7 Variable Frequency Drive project and requested authorization to advertise and request bids.

A motion was made by Councilmember Flaminio and supported by Councilmember Groeneveld to authorize the City Manager to proceed with advertising and requesting bids for the Well 6 & 7 Variable Frequency Drive project.

ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller  
Nays: None  
Absent: Remer  
MOTION CARRIED.

At this time, the public hearing scheduled for 6:45pm to address the USDA application for patrol vehicle grant. Edlebeck read the advertisement as published in The Daily News on March 19, 2020. Edlebeck contacted the USDA to confirm a public hearing held in this fashion (via Zoom) would be sufficient to comply with the necessary requirements of the grant process, in which the USDA assured Edlebeck the Zoom meeting would indeed comply. Edlebeck stated he received no comments, verbally or in writing, for or against.

The Mayor asked three times if there was any public comment; there was none.

The public information hearing was concluded.

Edlebeck continued with his Manager's Report.

- o On Sunday, March 29<sup>th</sup>, Edlebeck was notified of a washout on the east side of the 800 Block of Westwood Avenue. The area was secured; Supt. Jeff DeMuri and members of the DPW Crew did an investigation early last week. It was discovered that the 36-inch corrugated metal outfall pipe for the storm sewer disconnected from the drainage structure and slid down into the stormwater retention basin area. This is expected to be repaired with the assistance of a local contractor.

A motion was made by Councilmember Groeneveld and supported by Councilmember Flaminio to authorize the City Manager and DPW Supt. DeMuri to proceed with selecting a contractor to complete the repair project.

ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller  
Nays: None  
Absent: Remer

MOTION CARRIED.

- o Safe Routes to School Project is anticipated to start in early May. Arrow Constructions was the low bidder at \$499,762.85. The engineers estimate was \$498,633.19. The Grant amount is for \$496,677.08. The city is responsible for the difference of approximately \$3,085.05. A preconstruction meeting scheduled for April 7<sup>th</sup> via teleconference.
- o During the current Covid-19 pandemic, garbage collection within the City will strictly follow the City's Code of Ordinances to protect the health and safety of city employees.
- o City Hall and the Public Works Facility will be closed on Friday, April 6<sup>th</sup> in observance of Good Friday.

A motion was made by Councilmember Dixon-Miller and supported by Councilmember Groeneveld to receive and place on file the April 6, 2020 Manager's Report.

ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller  
Nays: None  
Absent: Remer  
MOTION CARRIED.

The only item under Old Business was the bid opening for the 2020 Snow Plow. The bids were as follows:

1. Olson Trailer & Body – Green Bay, WI – \$9,231.00; \$13,688.00 (two separate manufacturers)
2. Monroe Equipment – Green Bay, WI – \$10,015.00

A motion was made by Councilmember Flaminio and supported by Councilmember Groeneveld to have the City Manager and DPW Supt. DeMuri review the bids and to award to the low bidder who meets specifications.

ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller  
Nays: None  
Absent: Remer  
MOTION CARRIED.

The first item under New Business was an application for home occupation for dog grooming at 532 Wymore Avenue submitted by Ms. Sandra Glaser. A public hearing will need to be scheduled and published in The Daily News, along with resident notifications within 300 feet of the residence.

A motion was made by Councilmember Dixon-Miller and supported by Councilmember Flaminio to schedule a public hearing for May 4<sup>th</sup>, 2020 at 6:45pm to address the home occupation application for 532 Wymore Avenue.

ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller  
Nays: None  
Absent: Remer  
MOTION CARRIED.

The second item under New Business was two letters supporting Dickinson County Road Commission request for bridge funding. Provided in the packet was a map of the bridge locations, photos showing the condition of two separate areas of the bridge in need of replacement and letters of support drafted by the City Manager for the City Council's consideration. Edlebeck stated it would be advantageous for Dickinson County to receive this bridge funding, as the bridge provides necessary access of traffic to the businesses and industries in the area.

A motion was made by Councilmember Flaminio and supported by Councilmember Groeneveld to authorize the City Manager to sign the letters on behalf of the City Council of Kingsford to support the Dickinson County Road Commission's application for the requested bridge funding.

ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller  
Nays: None  
Absent: Remer  
MOTION CARRIED.

The third item under New Business was Resolution No. 2020/4/6.1 to Adopt Temporary Public Meeting Participation and Procedures. Edlebeck provided the resolution as written by the authority of the Michigan Governor's Executive order. Edlebeck recommended the resolution be approved with the added provision under item #2 to state "during public comment, the attendee would press 'hand' [on Zoom] or press \*9 [via phone] to be recognized, in which the attendee would be unmuted to provide his/her question or comment."

A motion was made by Councilmember Dixon-Miller and supported by Councilmember Baldinelli to adopt Resolution No. 2020/4/6.1 to Adopt Temporary Public Meeting Participation and Procedures.

ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller

Nays: None  
Absent: Remer  
MOTION CARRIED.

The final item under New Business was Resolution No. 2020/4/6.2 to Adopt Family Medical Leave for Public Health Emergency. This has been mandated by the state and approval is required. It is beneficial for the employees and provides them additional protection.

A motion was made by Councilmember Flaminio and supported by Councilmember Dixon-Miller to adopt Resolution No. 2020/4/6.2 to Adopt Family Medical Leave for Public Health Emergency.

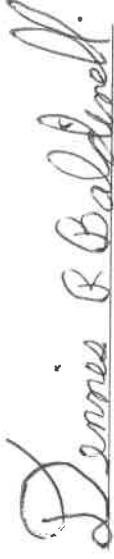
ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller  
Nays: None  
Absent: Remer  
MOTION CARRIED.

There was no Public Comment.

Under Councilmember's Privilege, Councilmember Groeneveld thanked the Public Safety and Public Works Departments and the City Manager for continuing to work under the conditions to keep the city safe. He stated he did not know whether anything had been mentioned about "hazardous conditions" but that may be something to discuss. Mayor Baldinelli agreed with Councilmember Groeneveld and hopes to see everyone healthy after the pandemic passes.

There being no further business, a motion was made by Councilmember Groeneveld and supported by Councilmember Flaminio to adjourn the meeting.

ROLL CALL: Ayes: Baldinelli, Flaminio, Groeneveld and Dixon-Miller  
Nays: None  
Absent: Remer  
MOTION CARRIED.

  
Mayor

  
Clerk