

April 20, 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 20, 2020 at 6:30 pm.

Roll Call: Present: Councilmember Baldinelli, Flaminio, Groeneveld, Dixon-Miller and Remer  
Absent: none

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 Flaminio and supported by Councilmember Remer to approve the April 6, 2020 City Council Meeting minutes as amended.

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

A motion was made by Councilmember Remer and supported by Councilmember Groeneveld to approve the agenda as presented.

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

A motion was made by Councilmember Flaminio and supported by Councilmember Remer to approve the invoices for April 7, 2020 through April 20, 2020 in the amount of \$305,937.62.

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

The consent agenda consisted of the following:

- Public Safety Report
- March Treasurer's Report

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

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

There was no Public Comment.

The only item under Communications was a request for partial payment from UP Truck Center for the New Western Star plow truck. UP Truck Center, along with Olson Trailer and Body were awarded the bid. UP Truck Center had received the truck chassis on December 20, 2019; however, due to the outbreak of COVID-19, Olson Trailer and Body has not received the Root underbody, resulting in a delay to deliver this unit. UP Truck Center has been paying interest on the truck chassis since delivery, and, while waiting for the Root underbody, Olson Trailer and Body is paying interest on all of their equipment as well. Mr. Todd Johnson [of UP Truck Center] requested consideration of an 80% pre-payment of the total price to help alleviate some of the financial strain this delay has caused. The payment in the amount of \$125,687.00 can be made directly to UP Truck Center, who will disperse the necessary portion to Olson Trailer and Body.

A motion was made by Councilmember Flaminio and supported by Councilmember Groeneveld to authorize 80% pre-payment to UP Truck Center in the amount of \$125,687.00, with a portion to be paid to Olson Truck and Body.

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

- In regard to the COVID-19 (coronavirus) concerns, the Dickinson-Iron Health Department continues to be the lead agency accumulating and providing information for our area. The units of government and critical agencies in Dickinson County meet via teleconference once to twice a week to share updates and to jointly provide information to our residents. As you are aware, the Governor has extended the stay at home order for non-essential employees and to encourage any of those workers to work from home, as possible through April 30<sup>th</sup>. The City buildings will remain closed to the general public. The office staff continue to work remotely from home and still rotating hours at city hall to answer phones, sort/distribute mail, collect payments and make bank deposits. The Public Works Department and Public Safety Departments continue performing their designated work with restrictions of social separation and policies of disinfection of work areas and equipment.
- The leaf collection was scheduled to begin today, but has been delayed due to the weather. The rubbish collection will be conducted differently this year due to COVID-19. Rubbish items can be containerized in a 32-gallon garbage can [not to exceed 50 lbs] and will be collected with the normally scheduled garbage collection. Residents can bring larger items to the Public Works facility on April 22<sup>nd</sup> through April 24<sup>th</sup> from 8am-3pm and Saturday, April 25<sup>th</sup> from 9am-noon. Lawn debris and brush can also be dropped off at DPW Mon-Fri from 8am-3pm and Saturdays 9am-noon. A notice has been run in The Daily News, The Advertiser and is posted on the City's website.
- Scrap Tire Program will run from May 1<sup>st</sup>-Nov 30<sup>th</sup> as grant funds allow. Passenger tires can be brought to the Transfer Station located in Quinnesec, MI behind the Tri-City Cinema theatre. Proof of residency is required.
- The Department Heads and the City Manager have been working on the budget for FY 2020-2021. It is currently unknown how the revenue source will be affected, especially revenue sharing from the State of Michigan and the MDOT for local street maintenance.
- The Iron Mountain-Kingsford Joint Sewer Authority is recommending an \$0.11/1000 gallon increase for the coming year. This is primarily due to the decrease in usage over the past year and the anticipated continuation of this reduced amount. This reflects an increase of 3.00% from \$3.68/1000 gallons to \$3.79/1000 gallons. As Edlebeck continues the budget process, he may also have a recommendation for an additional increase for the City's system maintenance.
- The storm sewer outlet pipe that deteriorated and collapsed on the 800 block of Westwood Avenue was repaired the week of April 6<sup>th</sup> by Bacco Construction. The curb and asphalt patch repair along the edge of the street will be completed by the City's crew in a few weeks.
- Due to the COVID-19 virus, work on the two new public works department vehicles has been hindered. The anticipated delivery of the utility truck is next week, but the dump/plow truck is currently delayed due to the body company's availability of parts from its vendors.
- Edlebeck requested authorization to hire two college students for the summer for parks and grounds maintenance. Municipal grounds maintenance is allowed under the current Executive Order. There is an ample amount of cleanup to do throughout the City, and grass cutting will be required before long.

A motion was made by Councilmember Remer and supported by Councilmember Dixon-Miller to authorize the City Manager to hire two college students as requested.

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

- The Safe Routes to School Project is scheduled to start in early May. They anticipate to be substantially complete before July 4<sup>th</sup>. Letters have been sent to all adjoining property owners.
- The City's parks have been posted for limited use due to the COVID-19 pandemic. Signs have been placed at all entrances and play area locations.
- Many of the scheduled trainings that have been approved and planned for in the coming months have been indefinitely postponed or cancelled.

A motion was made by Councilmember Flaminio and supported by Councilmember Remer to receive and place on file the April 20, 2020 Manager's Report.

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

The first item under Old Business was the snow plow bid report. Edlebeck provided a memo stating after review by himself and DPW Supt Jeff DeMuri, Monroe Equipment, Inc. was the low bidder that met the plow specifications. Monroe's bid price was \$10,015.00; we had budgeted \$10,000.00. They anticipate placing the order for the snow plow this week.

The final item under Old Business was a draft consideration point for Irrigation Meter Policy/Ordinance. In the past, there have been several requests from residents to have separate water meters for irrigation systems. This would allow the City to charge residents for water usage only [without sewer costs] to water their lawns. Edlebeck briefly reviewed a list of items to be considered in developing a policy or ordinance amendment.

A motion was made by Councilmember Groeneveld and supported by Councilmember Flaminio to authorize the City Manager and City Attorney to proceed with drafting a resolution/ordinance re: Irrigation Meter Policy for Council consideration.

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

The only item under New Business was the adoption of COVID-19 Preparedness and Response Plan. Edlebeck provided a draft resolution for the City Council's consideration outlining safety protocol pertaining to the current pandemic the world is facing. All the departments have already been abiding by these safety measures; however, under the Governor's last executive order, it was requested there be recognition by the local governing bodies acknowledging a plan has been implemented. A brief discussion took place.

A motion was made by Councilmember Remer and supported by Councilmember Dixon-Miller to adopt Resolution No. 2020/04/20.1 COVID-19 Preparedness and Response Plan.


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

There was no Public Comment.

Under Councilmember's Privilege, Councilmember Flaminio wished everyone well and hopes everyone stays safe. Councilmember Groeneveld reiterated Flaminio's statement. Councilmember Remer thanked everyone for abiding by the safety protocol and wants everyone to stay safe. Mayor Baldinelli also asked everyone to be safe and well.

There being no further business, a motion was made by Councilmember Remer and supported by Councilmember Dixon-Miller to adjourn the meeting.

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

  
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Mayor

  
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Clerk