

A regular meeting of the City Commission was held in the Commission Room of the City Hall, 225 East Portage Avenue, Sault Ste. Marie, Michigan on Monday, October 19, 2015 at 7:00 p.m.

The meeting was called to order by Mayor Bosbous

Present: Mayor Bosbous, Commissioner Bauer, Gage, Gerrie, Lynn, Shimmens, and Twardy

Absent:

Also Present: City Manager Turner, City Attorney Cannello, City Clerk Robin R. Troyer, and various department heads

PRESENTATION ON THE RYUO CHO DELEGATIONS VISIT TO SAULT STE. MARIE

NATIONAL FRIENDS OF THE LIBRARIES WEEK

CONSENT AGENDA:

Moved by Commissioner Twardy, supported by Commissioner Bauer

That the following consent agenda items be approved:

Minute Approval:

That the minutes of the regular City Commission meeting held on Monday, October 5, 2015 be approved as written and circulated and the minutes of the following boards and commissions received and placed on file:

- a. Airport Advisory Board – September 10, 2015
- b. Economic Development Corporation – September 8, 2015
- c. Historical Development Commission – October 13, 2015
- d. Local Officers Compensation Commission – October 6, 2015
- e. Planning Commission – September 24, 2015

Appointments and Resignations:

That the City Commission appoint Mark Meiners to the Community Services Board for a term to expire July 1, 2018 and have the clerk send a letter of thanks to John Bosbous for his years of service to this board.

That the City Commission reappoint Caine Vandermolen and Brent Osterhout to the Community Services Board for a second term to expire July 1, 2018.

That the City Commission accept the resignation of Rick Fitzpatrick from the

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Economic Development Corporation for a term that expired on June 1, 2015 and send a letter of thanks for his service to the board.

That the City Commission reappoint Ken Lajoie to the Historic Structures Management Committee for a term to expire September 1, 2018.

That the City Commission reappoint Dale Hoornstra to the Local Officer's Compensation Commission for a term to expire October 1, 2020.

Carried: Yeas: Mayor Bosbous, Commissioner Bauer, Gage, Gerrie, Lynn, Shimmens, and Twardy
Nays: None

SPECIAL ORDERS OF BUSINESS:

PUBLIC HEARING ON SINGLE LOT SPECIAL ASSESSMENT ROLL SL-2N-15 AND SL-2W-15 (A) PUBLIC COMMENTS (B) ACTION ON SINGLE LOT SPECIAL ASSESSMENT ROLLS SL-2N-15 AND SL-2W-15:

Twice annually, in time for the summer tax bill and the winter tax bill, the City staff develops a list of unpaid bills related to specific properties for consideration as a single lot special assessment. This includes bills generated by the Inspection Department as well as any outstanding water bills where water has been terminated and the bill remains unpaid. Please note that we do not turn on water unless the bill is paid in full, so these are cases where the property is remaining empty.

The Mayor conducted a public hearing on Single Lot Special Assessment Roll SL-2N-15 and Single Lot Special Assessment Roll SL-2W-15. There were no comments from the public therefore the following action was taken:

Moved by Commissioner Bauer, supported by Commissioner Twardy

That the City Commission confirm Single Lot Special Assessment Roll SL-2N-15 and SL-2W-15.

Carried: Yeas: Commissioner Bauer, Gage, Gerrie, Lynn, Shimmens, Twardy, and Mayor Bosbous
Nays: None

PUBLIC HEARING ON A RESOLUTION TO VACATE, WITHOUT THE RETENTION OF UTILITY EASEMENTS, THE FULL WIDTH OF THE EAST 200 FEET OF THE ALLEY WITHIN BLOCK 8, HALLS ADDITION (A) PUBLIC COMMENT (B) ACTION ON THE RESOLUTION TO VACATE:

At the October 5, 2015 Regular Meeting of the City Commission, the

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Commission scheduled a Public Hearing on a Resolution to vacate, without the retention of utility easements, the full width of the east 200 feet of the alley within Block 8, Halls Addition, for the October 19, 2015, Regular City Commission meeting.

The Planning Commission considered an application submitted by Randy Stoling for this vacation, without utility easements, of the full width of the east 200 feet of the alley within Block 8, Halls Addition at its regular meeting on September 24, 2015. Mr. Stoling owns all land adjacent to the portion of the alley he is requesting to be vacated.

Mr. Stoling purchased the parcel of land which lies south of the subject alley and would like to construct a garage in the near future. The Zoning Ordinance requires that the parcel where the garage is to be located be contiguous to a parcel which contains the residence to which the garage is accessory. In the absence of the vacation of the alley, a garage may not be built on the purchased parcel of land.

The required notices have been sent to property owners and utilities. To date (10/7/15) AT&T, Charter, and DTE do not object to the vacation, including the elimination of utility easements. Cloverland Electric Cooperative does not object to the vacation, but desires to retain an easement as it is company policy to do so. In further discussions with Cloverland staff, the cooperative has no facilities in the alley and aren't likely to in the future as the properties in this block receive their electrical service from the street side as opposed to the alley side.

The Planning Commission voted unanimously to recommend approval of the application to vacate as requested without the retention of utility easements.

An aerial photograph showing the location of the alley section to be vacated in addition to the extent of Mr. Stoling's landholdings is included.

The Mayor allowed for public comment on the Resolution to vacate, without the retention of utility easements, the full width of the east 200 feet of the alley within Block 8, Halls Addition. There were no comments from the public therefore the following action was taken:

Moved by Commissioner Gage, supported by Commissioner Gerrie

WHEREAS, this is the time and place of the meeting of the City Commission of the City of Sault Ste. Marie, Michigan, set for considering and taking action upon the partial alley vacation petitioned for by Randy Stoling; and

WHEREAS, the Planning Commission at their meeting held September 24, 2015, considered the petition in reference to the vacation and it is their recommendation that the full width of the subject alley portion be vacated without the retention of utility easements; and

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WHEREAS, the City Commission has heard said petition and recommendation in reference to the vacation of said alley portion and it is their opinion that the full width of the subject alley be vacated without utility easements; and

THEREFORE BE IT RESOLVED, that the following described alley be vacated the full width of the east 200 feet of the alley within Block 8, Halls Addition (see attached Exhibit A) WITHOUT the retention of utility easements; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be recorded in the Register of Deeds Office for the County of Chippewa, State of Michigan.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be recorded by the City Clerk to the State of Michigan, showing recordation of said resolution along with a sketch of the area affected.

Carried: Yeas: Commissioner Gage, Gerrie, Lynn, Shimmens, Twardy,
Mayor Bosbous, and Commissioner Bauer
Nays: None

SECOND READING OF AN ORDINANCE TO AMEND ARTICLE IV OF
CHAPTER 2, SECTION 2-185. (A) PUBLIC COMMENTS (B) ACTION ON
ORDINANCE AMENDMENT:

At the October 5, 2015 Regular Meeting of the City Commission, the Commission introduced for first reading an Ordinance to Amend Article IV of Chapter 2, Section 2-185 to incorporate a local bidder preference for businesses located within the City and concurrently scheduled a second reading of this Ordinance for the October 19, 2015 Regular Meeting of the City Commission.

As the Commission may be aware, on May 5, 2008 the City Commission adopted an ordinance that established a local preference for local bidders. At the time, a local bidder was defined as a bidder that is current on all personal property taxes owed to the City of Sault Ste. Marie and has paid in full its personal property taxes to the City in the tax year prior to making a bid to the City.

With the advent of personal property tax reform, City Attorney Cannello, City Manager Turner, and Assistant City Manager/Clerk Troyer have been reviewing how a policy could be developed to meet the directive of the City Commission to retain a local bid preference within the scope of City Charter requirements. It is City Attorney Cannello's opinion that there are two viable options that would address personal property tax reform that would also fit within the parameters of the competitive bidding process as outlined in the City Charter.

The first option detailed below would provide for only businesses located within the City to be eligible for a local bidder preference. The second option detailed below

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would provide for businesses within either the City or Chippewa County to be eligible for a local bidder preference. The text of both options below reflects the text from either of the two ordinances that could be adopted for retaining a local bidder preference.

Option No. 1 (CITY Local Bidder Preference):

(2) A local bidder is defined as a bidder who owns land in the CITY; and upon such land its business is located; and who owned the land continuously for the 12 months prior to the bid; and who is current on all obligations and property taxes owed to the city; and has paid in full any real property taxes which were due to the city in the 12 months prior to making the bid.

(3) A local bidder is defined as a bidder who is a tenant under a fully signed written lease on land located in the city; and upon such land its business is located; and which lease was in existence continuously for the 12 months prior to the bid; and who is current on all obligations owed to the city.

(4) Any bid made by a local bidder as defined above shall be provided a competitive adjustment to their bid at the time of tabulation equal to 5 percent of the low bid amount not to exceed \$10,000.00.

Option No. 2 (CITY/COUNTY Bidder Preference):

(2) A CITY or COUNTY local bidder is defined as either a bidder who owns land in the City or Chippewa County; and upon such land its business is located; and who owned the land continuously for the 12 months prior to the bid; and who is current on all obligations and property taxes owed to the city or the county as the case may be; and has paid in full any real property taxes which were due to the city or county in the 12 months prior to making the bid.

(3) A CITY or COUNTY local bidder is defined as either a bidder who is a tenant under a fully signed written lease on land located in the City or Chippewa County; and upon such land its business is located; and which lease was in existence continuously for the 12 months prior to the bid; and who is current on all obligations owed to the city or the county as the case may be.

(4) Any bid made by a local bidder as defined above shall be provided a competitive adjustment to their bid at the time of tabulation:

If a CITY local bidder then equal to 5 percent of the low bid amount not to exceed \$10,000.00.

If a COUNTY local bidder then equal to 3 percent of the low bid not to exceed \$10,000.00.

In reviewing various practices by the City's peer communities, it appears the policies range from no local preference, a fixed preference, a two-tiered policy, or allowing any local businesses that are within 5% of the lowest bid to reduce their bid to match the lowest bid.

The Mayor and Commission allow for public comment on an Ordinance to Amend Article IV of Chapter 2, Section 2-185 to incorporate a local bidder preference

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as highlighted above. There were no comments from the public therefore the following action was taken”

Moved by Commissioner Gage, supported by Commissioner Twardy

Sec. 2-185. Local bid adjustment and award.

(1) This section applies to purchases only.

(2) A city or county local bidder is defined as either a bidder who owns land in the City or Chippewa County; and upon such land its business is located; and who owned the land continuously for the 12 months prior to the bid; and who is current on all obligations and property taxes owed to the city or the county as the case may be; and has paid in full any real property taxes which were due to the city or county in the 12 months prior to making the bid.

(3) A city or county local bidder is defined as either a bidder who is a tenant under a fully signed written lease on land located in the City or Chippewa County; and upon such land its business is located; and which lease was in existence continuously for the 12 months prior to the bid; and who is current on all obligations owed to the city or the county as the case may be.

(4) Any bid made by a local bidder as defined above shall be provided a competitive adjustment to their bid at the time of tabulation:

If a city local bidder then equal to 5 percent of the low bid amount not to exceed \$10,000.00.

If a county local bidder then equal to 3% of the low bid not to exceed \$10,000.00.

(5) The competitive adjustment for purposes of determining the award of the bid shall reduce the local bidder's bid artificially as means of determining if the award to the local bidder is in the best interest of the city.

(6) Lowest responsible bidder defined under subsection 2-177(g), and award to other than low bidder under subsection 2-177(h) shall include the competitive adjustment of this section in their application to the bid award decision.

(7) To receive the benefit of this section the local bidder shall agree to lower its bid at the time of bid award to match the actual bid submitted by the non-local bidder.

Carried: Yeas: Commissioner Gerrie, Lynn, Shimmens, Twardy, Mayor
Bosbous, Commissioner Bauer, and Gage
Nays: None

SECOND READING OF AN ORDINANCE TO REZONE CERTAIN
PROPERTIES OWNED BY MCM MARINE, INC. AND MCM PROPERTIES LLP FROM

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I-2 TO MARINE SERVICES (8.9 ACRES) AND FROM TOURIST TO MARINE SERVICES (9.3 ACRES) (A) PUBLIC COMMENTS (B) ACTION ON THE ORDINANCE:

As Commissioners are aware, language providing for the creation of Marine Services (MS) zoning districts was adopted by the City Commission at its August 3, 2015 Regular Meeting.

Following the creation of this language, the City has initiated an effort to rezone approximately 8.9 acres of property that is owned by MCM Marine, Inc. from I-2 to MS and to rezone approximately 9.3 acres of property that is owned by MCM Marine, Inc. from Tourist to MS.

The most recent action taken on this City-initiated rezoning occurred at the October 5, 2015 Regular Meeting of the City Commission, during which a first reading of the ordinance language required for this rezoning was held and approved by the Commission.

An aerial photograph showing the parcels proposed for this rezoning, which details the parcels that are proposed for rezoning from I-2 to MS and from T to MS, is included. Also attached is a list of the parcels, by parcel identification number, which shows the present and proposed zoning designation.

In past discussions regarding this subject matter, much of the focus had been on the appropriateness of the expansion of the I-2 zoning district, as was originally being requested by MCM in 2014.

With East Portage Avenue having spent more than the last 50 years trending away from industrial uses toward less intense uses such as multifamily residential, tourist, and recreational-type uses, the administration was concerned that the I-2 district was too broad in terms of what it would allow.

The adopted future land use map for the City envisions a continuation of a deindustrialization trend and identifies the waterfront properties as "General and Specialized Commercial" as opposed to "General Industrial."

That fact, as well as the concerns expressed by the property owners within the vicinity throughout the progression of this matter, led staff to come to the conclusion that MCM's rezoning requests predating the creation of a Marine Services zoning district were not in keeping with the Master Plan.

As Commissioners are also aware, proponents of the applicant's original requests cited the unique and necessary services which MCM provides to waterway users, as well as the City's history of having a working waterfront, as reasons to support MCM's initial rezoning requests. With MCM being among the last vestiges of that

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history still present along the St. Marys River, concerns were expressed that it could be lost entirely without the Planning Commission and City Commission looking upon MCM's previous rezoning requests with favor.

With the adoption of the Marine Services zoning district, which was drafted with the intention of addressing both neighborhood concerns and MCM's operational needs, there now exists an alternative approach, a middle ground of sorts, which was not previously available. For reference, the Marine Services zoning district language is attached.

As noted in previous analyses, the Master Plan calls for the City to work to ensure that all future waterfront development will benefit the City and its residents and help attract visitors to the area. With the additional requirements within the Marine Services district, particularly with respect to outdoor storage, the administration is optimistic that those issues, which constituted a significant percentage of complaints received from adjoining property owners, will be significantly reduced if not outright eliminated.

It should be noted that the outdoor storage restrictions included within the Marine Services zoning district language constitutes the most strict outdoor storage language included in any City zoning district.

Making the property more attractive will enhance the overall attractiveness of the City, improving it for residents and visitors alike. These same outdoor storage restrictions will enhance the property's compatibility with its surrounding residential uses. The administration will continue to monitor the property as a means to ensure that the Marine Services zoning regulations are being observed.

All required notices have been mailed and published, as required by State Statute. As noted previously, staff received a telephone call from one property owner who remains dissatisfied with the proposed solution. The same property owner provided a letter detailing his concerns, which has been included.

The Mayor allowed for public comments the following comments were made:

Carl Stutzner addressed the Commission with concerns of the proposed ordinance.

Moved by Commissioner Lynn, supported by Commissioner Gerrie

AN ORDINANCE TO AMEND SECTION 10-1.03. (301A), APPENDIX A OF THE SAULT STE. MARIE CODE AND TO ADD ONE NEW SUBSECTION THERETO WHICH NEW SUBSECTION SHALL BE DESIGNATED AS 10-1.03(301A) 200 OF SAID CODE.

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THE CITY OF SAULT STE. MARIE ORDAINS:

Section 1. That Section 10-1.03 (301a) of Article 1 of Appendix A of the Sault Ste. Marie Code shall be amended by adding a new subsection thereto, said subsection to read as follows:

10-1.03 (301a) 200. The following described property shall be rezoned from I-2, Industrial to MS, Marine Services the property described as follows;

ASSESSORS SUBDIVISION NO 14 LOTS 604 AND 605; AND THE WEST 3.35 FEET OF LOT 603 EXTENDING TO WATERS EDGE;

TOGETHER WITH ASSESSORS SUBDIVISION NO 14 LOT 603 EXCEPT THE WEST 3.35 FEET EXTENDING TO WATERS EDGE;

TOGETHER WITH ASSESSORS SUBDIVISION NO 14 LOT 602 EXTENDING TO WATERS EDGE;

TOGETHER WITH ASSESSORS SUBDIVISION NO 14 WEST 15 FEET OF LOT 600 AND ALL OF LOT 601 EXTENDING TO WATERS EDGE, ALSO BOTTOMLAND RECORDED IN LIBER 897 PAGE 626

The following described property shall be rezoned from T, Tourist to MS, Marine Services the property described as follows;

ASSESSORS SUBD NO 14 TH E'LY 170FT OF THE W'LY 185FT OF LOT 600; COMM AT TH NW COR SD LOT 600; THE S 78DEG 57'47" E ALG N LN SD LOT 15.70FT TO POB; TH S 78DEG 57'47" E 178.06FT; TH S 28DEG 20'18" W 313.67FT TO N R/WY OF PORTAGE AVE; TH N 64DEG 07'28" W 170FT; TH N 28DEG 20'18" E 268.02FT TO POB. INCL BOTTOMLAND ADJ TO LOT 600; COMM AT TH NW COR LOT 600; TH S 78DEG 57'47" E 15.70FT TO POB; TH N 28DEG 20'18" E 434.93FT TO A PT ON HARBOR LN; TH S 66DEG 20'23" E 170.57FT; TH S 28DEG 20'18" W 395.89FT TO N LN LOT 600; TH N 78DEG 57'47" W 178.06FT TO POB;

TOGETHER WITH ASSESSORS SUB NO 14; LOT 597 EXCL TH E'LY 401.57FT OF SD LOT; INCL ALL OF LOTS 598 & 599; AND LOT 600 EXCL TH W'LY 15 FT; AND TH E'LY 170FT OF THE W'LY 185FT SD LOT COMM AT TH NW COR SD LOT 600; THE S 78DEG 57'47" E ALG N LN SD LOT 15,70FT TO POB; TH S 78DEG 57'47" E 178.06FT; TH S 28DEG 20'18" W 313.67FT TO N LN OF PORTAGE AVE; TH N 64DEG 07'28" W 170.16FT; TH N 28DEG 20'18" E 268.02FT TO POB; AND INCL BOTTOMLAND COMM AT TH NW COR LOT 600 ALSO LOT 600; TH S 78DEG 57'47" E ALG N LN SD LOT 600 17.70FT TO POB; TH N 28DEG 20'18" E 434.93FT TO HARBOR LN; TH S 66DEG 20'23" E 780.57FT; TH S 28DEG 34'02" W 466.91FT TO SE'LY COR LOT 598 OF SD SUB; TH N 47DEG 55'39" W 389FT TO NE'LY COR LOT 600; TH N 78DEG 57'47" W 417.10FT TO POB; EXCL PRT COMM AT TH NW COR LOT 600; TH S 78DEG 57'47" E 15.70FT TO POB; TH N 28DEG 20'18" E 434.93FT TO A PT ON HARBOR LN; TH S 66DEG 20'23" E 170.57FT; TH S 28DEG 20'18" W 395.89FT TO N LN LOT 600; TH N 78DEG 57'47" W 178.06FT TO POB.

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Section 2. This ordinance shall take effect ten (10) days after its adoption and publication.

Carried: Yeas: Commissioner Lynn, Shimmens, Twardy, Mayor Bosbous,
Commissioner Bauer, Gage, and Gerrie
Nays: None

COMMUNICATIONS:

FROM LOCAL OFFICERS COMPENSATION COMMISSION – INCREASE IN PAY FOR MAYOR AND CITY COMMISSION:

Every odd number year, the Local Officers Compensation Commission (LOCC) meets to determine the salary of elected officials in Sault Ste. Marie. The decision of the Local Officers Compensation Commission stands unless, by resolution adopted by two-thirds of the members of the City Commission, the Commission rejects that increase.

The LOCC reviewed the information that was distributed by the Clerk to the members on the Salary and Wage book by Michigan Municipal League. The LOCC also discussed the comparable wage increases of 1.75% for both union and non-union employees during FY 13/14 and 14/15.

The last increase granted to the Mayor and Commission was on November 5, 2001. Please note, the LOCC recommended a 2.5% increase in 2009 which was rejected by the City Commission.

The Compensation Commission is recommending that the Mayor and City Commission's salaries be increased by a rate of 3.5%.

Moved by Commissioner Lynn, supported by Commissioner Bauer

That the City Commission reject the pay increase as recommended by the Local Officers Compensation Commission.

Motion carried unanimously.

FROM THE DOWNTOWN DEVELOPMENT AUTHORITY – A RESOLUTION FOR THE LIQUOR CONTROL COMMISSION REGARDING PENNY'S KITCHEN'S APPLICATION FOR A REDEVELOPMENT LIQUOR LICENSE:

Penny's Kitchen is currently seeking to procure a Class C license for its location at 112 West Spruce Street.

Penny's Kitchen qualifies for a redevelopment liquor license because of its

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location within the Downtown Development Authority boundaries [there are currently over 35 such licenses available, according to DDA Director Knepper].

In order to complete the application and obtain a redevelopment liquor license, Penny's Kitchen must submit a resolution from the City Commission authorizing the application.

An informational piece from the Michigan Economic Development Corporation regarding Redevelopment Liquor Licenses has been included for reference and review.

DDA Director Knepper as well as Mr. Carl Stutzner of Penny's Kitchen were in attendance and answered questions regarding this subject matter.

Moved by Commissioner Gerrie, supported by Commissioner Bauer

That the City Commission approve the presented resolution authorizing Penny's Kitchen to apply for and receive a Redevelopment Liquor License.

Carried: Yeas: Commissioner Shimmens, Twardy, Mayor Bosbous,
Commissioner Bauer, Gage, Gerrie, and Lynn
Nays: None

CITY MANAGER'S REPORT:

AWARD OF BID FOR IN-CAR COMPUTER TABLETS FOR THE POLICE DEPARTMENT:

Equipment specifications were created and distributed to interested bidders as well as advertised in the Evening News and on the City website for the purchase of in-car tablets. The bid specifications contained two options, and the basic specifications were the same for both; however, the second option included the replacement of the existing in-car modems. While the existing modems would support new tablets, 911 Director Tim McKee suggested we see what the bids would be with upgraded modems.

On Thursday, September 24, 2015 three bids were received for In-Car Computer Tables for the Police Department:

CDW-G	\$20,363.00	\$24,917.00
Advance Wireless Telecommunications (AWT)	\$28,966.64	No Bid
Baycom, Inc.	\$29,356.00	\$35,722.00

CDW-G's bid provides the Explore XSLATE B10 tablets.
AWT's and Baycom's bids provide the Panasonic Toughpad FZ-G1 tablets.

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In reviewing the bids there were some differences found in the equipment and work to be performed; some at additional cost to the base bid:

	CDW-G	AWT	Baycom
Vehicle mounting brackets:	Included	\$2,850.60	Included
Installation:	Not offered	Included	Included
Officer instruction:	Web based \$450 1 day - on site: \$1,400	Not offered	Not offered

CDW-G had the lowest base bid and is the only vendor to offer training but does not provide installation. Chief Riley contacted Mark Wilk who has experience in installing tablets in cars to replace older laptops. Mr. Wilk provided an estimate of \$500 to install all six tablets.

Chief Riley gave a brief overview of the request for bid award.

Moved by Commissioner Bauer, supported by Commissioner Gage

That the City Commission award the in-car tablets purchase and training to CDW-G, being the lowest bidder at \$20,813 which includes the web based training and installation to Mr. Mark Wilk at a cost of \$500; for a total of \$21,313.00.

Carried: Yeas: Commissioner Twardy, Mayor Bosbous, Commissioner Bauer, Gage, Gerrie, Lynn, and Shimmens
Nays: None

ACCEPTANCE OF A GLRI GRANT AND APPROVAL TO MAKE FORMAL APPLICATION:

In March 2015, the City Commission approved the submission of a proposal for a Great Lakes Restoration Initiative (GLRI) Urban and Community Forestry program Grant. The City's proposal was accepted and the next step in this process requires the completion of the formal application followed by the acceptance of the grant.

As Commissioners are aware, the purpose of this grant would be to mitigate the impact of the Emerald Ash Borer (EAB) and replace trees lost to the EAB infestation. The project proposal consists of planting 160 street and parks trees within the first year of the grant and obtaining 100 nursery stock trees to be planted in a nursery for future transplantation to streets and parks. The City's proposal also includes the purchase of supplies and equipment to be utilized for establishing a nursery and the purchase of a tree spade for use in transplanting trees.

The original proposal was for the City to establish the nursery on City owned property, however, since the proposal was submitted, LSSU has offered to host the nursery within its own established nursery; a MOU will be drafted to formalize the

hosting of City trees within LSSU's nursery. A Tree Commission sub-committee has been established to assist the Engineering Department with the implementation of the grant project.

The grant did not require matching funds; however, the Tree Commission agreed to have a portion of the match (\$800 cash) come from the \$6,000 budgeted for tree plantings. Additionally, personnel/labor from City staff, LSSU, and Tree Commissioners time will be utilized for match.

City Engineer Linda Basista gave an overview of the grant request/award.

Moved by Commissioner Gage, supported by Commissioner Twardy

That the City Commission approve the submission of the formal grant application and authorize the City Manager to sign the acceptance agreement upon receipt.

Carried: Yeas: Mayor Bosbous, Commissioner Bauer, Gage, Gerrie, Lynn, Shimmens, and Commissioner Twardy
Nays: None

AUTHORIZATION TO SELL CITY-OWNED PARCEL 051-148-409-00 TO DANIEL POSSAMAI:

Mr. Daniel Possamai, owner of Material Handling Source, contacted the Community Development Department regarding the potential purchase of a City-owned parcel of land on the north side of Gros Cap Street.

Parcel No. 051-148-409-00 was purchased on tax sale from Chippewa County for \$584 for the stated purpose of providing a second means of access to and from the existing dead end alley that exists within this block. The secondary access was never constructed, nor is it likely to be, leaving the property unused. According to the City Engineer and other department heads, the property is unnecessary and there are no objections to its sale. An aerial photograph showing the location of the property is included as ATTACHMENT I.

City Assessor Fuller indicated a value of \$4,200 is appropriate for the property and Mr. Possamai has indicated that he is agreeable to that price. It should be noted that the City is only able to retain its original purchase price of \$584. The balance of \$3,616 would be forwarded to the County Treasurer for distribution to the various taxing entities, including the City.

The City's land sale policy states that developable parcels should be put out for public bid; however, it also gives the Commission the discretion to waive that requirement should it be found in the best interest of the City to do so.

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Moved by Commissioner Shimmens, supported by Commissioner Lynn

That the City Commission waive the land sale public bid requirement and allow the sale of City-owned parcel 051-148-409-00 to Daniel Possamai for the amount of \$4,200 with \$584 of that amount returning to the City and the remaining \$3,616 being forwarded to the Chippewa County Treasurer for further distribution to entitled taxing entities.

Carried: Yeas: Commissioner Bauer, Gage, Gerrie, Lynn, Shimmens,
Twardy, and Mayor Bosbous
Nays: None

Status Report:

Evening News Best of the Best:

Civic Leader – Mayor Anthony G. Bosbous
Law Enforcement Agency – Sault Ste. Marie City Police Department
Law Enforcement Officer – Brian Mattson
City Employee – Nancy Fuerstnau

Robin R. Troyer, Master Municipal Clerk Designation:

City Manager Turner, Mayor Bosbous, and Commissioners congratulated Assistant City Manager/Clerk Robin Troyer on her accomplishment of Master Municipal Clerk designation from the International Association of Municipal Clerks.

Capital Improvement Program Process for the 2016-2022 CIP:

The Engineering Department has initiated the process for the development of the next 6-Year Capital Improvement Plan (CIP). The 2016-2022 CIP will be the fourth Capital Improvement Plan prepared since the Capital Improvement Program was initiated in 2012.

The CIP process facilitates the identification and planning for large-scale public expenditures which are expected to have a relatively long life. The CIP enables a community to plan now for future needs and allows for input from reviewing boards, commissions and the public. A CIP also assists the City in obtaining grants for planned projects and is one of the requirements to becoming a certified Redevelopment Ready Community.

For the last three years the process involved participants including City Commission, Planning Commission, Historical Development Commission, DDA, EDC, Community Services and Airport Boards and City Staff. For the past two years the public has also been invited to participate. The public is also invited to participate again at the Public Input Process meeting to be held at the October 22, 2015 Planning Commission meeting. The purpose of the public input meeting is to allow the public to

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request new projects and comment on the projects from the 2015-2021 CIP. Attached is a Press Release that has been sent to the local press and media and posted on the City's Facebook page and website announcing the Public Input Process.

In the meantime, staff has been provided with the 2016-2022 CIP preparation schedule and are currently working on the identification of new projects and a review of previously approved projects for adjustments in timing, priority, and/or costs. The staff CIP committee will be meeting on October 27, 2015 to review projects including any new project requests received at the Planning Commission meeting. The due date for completed CIP forms from Department Heads is November 9, 2015 to Engineering and the CIP committee will meet again on December 9 to priority rank projects.

The Planning Commission and Historical Development Commission will review the staff prepared draft CIP in December and the City Commission will be presented the CIP at the January 18, 2016 meeting for adoption.

Upon adoption of the 2016-2022 CIP, the 1st year (2016/2017) proposed projects may be submitted to the City Manager and Finance Director as basis for capital outlay funding during the FY 2016/2017 budget process.

MATTERS PRESENTED BY THE PUBLIC:

None

MATTERS PRESENTED BY THE CITY COMMISSION:

Commissioner Twardy commented on the amount of traffic at the intersection of Marquette and Minneapolis cautioning drivers to watch for students.

Commissioner Gage announced his participation in Dancing with the Stars this coming Friday at Kewadin Casinos.

Moved by Commissioner Lynn, supported by Commissioner Bauer

That the meeting adjourn at 8:16 p.m.

Motion carried unanimously.

ANTHONY G. BOSBOUS, MAYOR

ROBIN R. TROYER, CITY CLERK

October 19, 2015