

A regular meeting of the City Commission was held in the Commission Room of the City-County building, 325 Court Street, Sault Ste. Marie, Michigan on Monday, August 17, 2009 at 7:00 p.m.

The meeting was called to order by Mayor Bosbous

Present: Mayor Bosbous, Commissioner Bauer, Gerrie, Lynn, Munsell
(arrived at 7:02 p.m.) and Stefanski

Absent: Commissioner Burton

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

Moved by Commissioner Stefanski, supported by Commissioner Lynn

That the absence of Commissioner Burton be excused.

Motion carried unanimously.

CONSENT AGENDA:

Commissioner Munsell requested that agenda item 1C1b be removed from the consent agenda.

Moved by Commissioner Stefanski, supported by Commissioner Gerrie

That the following consent agenda items be approved:

Minute Approval:

That the minutes of the regular City Commission meeting held on Monday, August 3, 2009 be approved as written and circulated and the minutes of the following boards and commissions received and placed on file:

- a. Community Services Board – July 28, 2009
- b. Downtown Development Authority – July 8, 2009

Appointments and Resignations:

That the City Commission confirm the Mayor's appointment of Carol Boger to fill the remainder of a term on the Planning and Development Commission which will expire on April 19, 2010.

That the City Commission reappoint Clayton Shunk and Randall Suggitt to the Existing Structures Board of Appeals for a term to expire July 1, 2012.

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Communications:

That the City Commission designate Mayor Anthony Bosbous and Mayor Pro-Tem Bill Munsell as the Delegate and Alternate Delegate for the annual meeting of the Michigan Municipal League Area.

Carried: Yeas: Mayor Bosbous, Commissioner Bauer, Gerrie, Lynn, Munsell, and Stefanski
Nays: None

From the Michigan Municipal League – submission of a resolution on use of cell phones and texting while driving:

Moved by Commission Bauer that the submission of a resolution on use of cell phones and texting while driving be tabled.

This item was not supported.

Moved by Commissioner Munsell, supported by Commissioner Stefanski

That the City Commission approve the attached “Policy Statement and Resolution” regarding the request for the Michigan Municipal League to advocate for the passage of state-wide legislation banning the use of handheld cell phones, including text messaging by the driver operating a motor vehicle.

Carried: Yeas: Mayor Bosbous, Commissioner Gerrie, Lynn, Munsell, and Stefanski
Nays: Commissioner Bauer

SPECIAL ORDERS OF BUSINESS:

PUBLIC HEARING BROWNFIELD REDEVELOPMENT PLAN: BAMBI PROPERTY REDEVELOPMENT PROJECT:

At the July 20th City Commission meeting, the Commission scheduled a public hearing, at the recommendation of the Brownfield Redevelopment Authority, on a Brownfield Redevelopment Plan for the Bambi Property Redevelopment Project located on the I-75 Business Spur on property described as follows: Cody Heights Addition, Lot 16 of Blk. 3 and Lots 12 & 13 of Blk. 4, including the abandoned 9th Avenue between Lots 16 & 13, excluding that part in the I-75 Business Spur, all within the City of Sault Ste. Marie.

Also at the July 20th meeting, the City Commission did amend the original Plan by reducing the duration of the Plan from 30 years to 15 years.

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The City Commission acted to condemn this property at the June 15th City Commission meeting. BBSSM LLC (Moyle Development) acquired this property with the intent to demolish the building and construct a new 12,000 square foot professional office building on the site. The estimated cost for building removal, asbestos removal, and site clean-up is \$75,000. Once the Brownfield Plan has been adopted by the City Commission, the developer will be able to proceed with demolition work on this site. The developer has assumed the various liabilities related to the condemnation of this property as well.

As required by state statute, the various taxing entities have been notified of this hearing and a general notice has been published two times in *The Evening News*.

The Mayor conducted a public hearing on the adoption of a Brownfield Redevelopment Plan for the Bambi Property Redevelopment Project located on property described as: Cody Heights Addition, Lot 16 of Blk. 3 and Lots 12 & 13 of Blk. 4, including the abandoned 9th Avenue between Lots 16 & 13, excluding that part of the I-75 Business Spur, located within the City of Sault Ste. Marie with the term of the agreement expiring 15 years from the date of this approval.

There were no comments from the public therefore the following action was taken:

Moved by Commissioner Stefanski, supported by Commissioner Bauer

That the Brownfield Redevelopment Plan for the Bambi Property Redevelopment Project located on property described as follows: Cody Heights Addition, Lot 16 of Blk. 3 and Lots 12 & 13 of Blk. 4, including the abandoned 9th Avenue between Lots 16 & 13, excluding that part of I-75 Business Spur, all within the City of Sault Ste. Marie, be approved as Chapter 8 of the City's Brownfield Redevelopment Plan with the term of the agreement expiring 15 years from the date of this approval.

Carried: Yeas: Commissioner Bauer, Gerrie, Lynn, Munsell, Stefanski, and Mayor Bosbous
Nays: None

PUBLIC HEARING BROWNFIELD REDEVELOPMENT PLAN: PARK PLACE CITY CENTER REDEVELOPMENT PROJECT:

At the July 20th City Commission meeting, the Commission scheduled a public hearing, at the recommendation of the Brownfield Redevelopment Authority, for the August 17th City Commission meeting on the consideration of a Brownfield Plan for the Park Place City Center Redevelopment Project (the former Central Savings Bank Building and Masonic Building) located on property described as Lots 139 and 139 of Assessor's Subdivision No. 2 located in the City of Sault Ste. Marie. The proposed project will take these two obsolete buildings and redevelop them into a multi-use

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project, including the development of 24 units of housing targeted to households with incomes at or below 40% to 60% of the area median income with commercial use on the ground floor and office use also incorporated in this project.

This Brownfield Plan is different from other plans adopted by the City, since this Plan will not capture any local taxes. The Brownfield Plan needs to be adopted by the City Commission in order to allow the developer to access Brownfield credits through the Michigan Economic Development Corporation (MEDC). This project would be eligible for a tax credit of up to \$949,000. If approved by the City Commission, the developer will make final application to the MEDC once the Brownfield Plan is in place. The overall cost for the renovation of these two buildings is estimated at \$7,200,000.

As required by state statute, the various taxing entities have been notified of this hearing and a general notice has been published two times in *The Evening News*.

The Mayor conducted a public hearing on the adoption of a Brownfield Redevelopment Plan for the Park Place City Center Redevelopment Project (the old Central Savings Bank Building and the Masonic Building located at the corner of Ashmun and Spruce Streets in downtown Sault Ste. Marie) located on Lots 138 and 139 of Assessor's Subdivision No. 2, City of Sault Ste. Marie.

There were no comments from the public therefore the following action was taken:

Moved by Commissioner Gerrie, supported by Commissioner Bauer

That the City Commission adopt as Chapter 9 of the Brownfield Plan the Park Place City Center Redevelopment Project.

Carried: Yeas: Commissioner Gerrie, Lynn, Munsell, Stefanski, Mayor Bosbous, and Commissioner Bauer
Nays: None

PUBLIC HEARING TO CONFIRM SPECIAL ASSESSMENT ROLL ST-01-09:
SWINTON STREET FROM EAST 5TH AVENUE TO EAST 7TH AVENUE:

At the August 3, 2009 City Commission meeting, following a public hearing, the Commission passed a Resolution of Necessity for Street Improvement Project ST-01-09 for the reconstruction of Swinton Street from E. 7th Avenue to E. 5th Avenue. The Commission then awarded the bid for the reconstruction of this street to Fox Excavating of Brimley, Michigan.

The confirmation hearing gives property owners an opportunity to review their individual Special Assessments and provide comments to the Commission on the Special Assessment for the work that will be done on this street. The work will include

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street reconstruction including subbase and base reconstruction, drainage improvements, concrete curb and gutter, bituminous pavement, and various restoration work. In addition, other utility work will be completed as part of this project.

The Special Assessment is for \$35 per front foot of property that will be collected in ten annual installments with interest on the unpaid installments being at the rate of 6%.

The Mayor conducted a Hearing on the Confirmation of Special Assessment Roll ST-01-09 Swinton Street from E. 7th Avenue to E. 5th Avenue. There were no comments from the public therefore the following action was taken:

Moved by Commissioner Stefanski, supported by Commissioner Gerrie

WHEREAS, this is the time and place of the meeting of the Commission set for considering and taking action upon the Special Assessment Roll submitted, and

WHEREAS, this Commission has duly heard and considered all suggestions, remonstrance's, and petitions in reference to the submitted special assessment roll,

BE IT THEREFORE RESOLVED, that the Special Assessment Roll, covering various street construction including subbase and base construction, drainage improvements, concrete curb and gutter, bituminous pavement, and various restoration work on Swinton Street from East 7th Avenue to East 5th Avenue be and is hereby ratified and confirmed and the total sum thereof in the amount of \$ 27,377.00 be collected in 10 (ten) annual installments as follows:

2010	\$2,737.68	2015	\$2,737.68
2011	\$2,737.68	2016	\$2,737.68
2012	\$2,737.68	2017	\$2,737.68
2013	\$2,737.68	2018	\$2,737.68
2014	\$2,737.68	2019	\$2,737.68

BE IT FURTHER RESOLVED, that all unpaid installments except the initial installment shall bear interest at the rate of 6 percent per year, as in the Charter and Ordinances provided, beginning from the collections date of the first installment of the roll.

Carried: Yeas: Commissioner Lynn, Munsell, Stefanski, Mayor Bosbous, Commissioner Bauer, and Gerrie
Nays: None

COMMUNICATIONS:

FROM COMMISSIONER MUNSELL – ELIMINATION OF THE WEATHER

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CHANNEL FROM THE CABLE BASIC TIER:

Charter Communications informed the Commission that they would be eliminating The Weather Channel from the Base Tier of channels offered to cable subscribers. At the time of the franchise agreement renewal, the City Commission advocated for the continuation of The Weather Channel in the Basic Tier. Charter indicated that they would continue offering this channel in the Basic Tier; however, it was their intent to eventually eliminate this channel from the Basic Tier at some point in the future.

While there is no legal requirement for Charter to provide The Weather Channel in the Basic Tier offering, the City Commission could consider making a formal request for them to restore the weather channel on the Basic Tier.

Moved by Commissioner Munsell, supported by Commissioner Lynn

That the City Commission send a letter requesting Charter Communications to revoke their decision to remove the Weather Channel from the Base Tier of channels offered to cable subscribers.

Carried unanimously.

FROM RICHARD DALIMONTE – DISK GOLF COURSE UPDATE:

Richard Dalimonte was called out of town and was unable to attend the City Commission meeting. Mr. Dalimonte hopes to attend the next regularly scheduled City Commission meeting. City Manager Nebel gave the Commission a brief update.

FROM SOO EAGLES JUNIOR A HOCKEY TEAM – AUTHORIZATION OF CONTINUED USE OF THE PULLAR AND 2009/2010 HOCKEY SEASON UPDATE:

The Soo Eagles Jr. A Hockey Team is planning to be up and running for the 2009-10 ice season. Dave Guisbert gave a brief update and answered questions from the Commission.

CITY MANAGER'S REPORT:

AWARD OF BID FOR ONE NEW FOUR PASSENGER SEDAN FOR THE POLICE DEPARTMENT:

In the current year budget, the City Commission has appropriated funding for the purchase of an unmarked investigative vehicle. The bid exceeded the budgeted amount by \$270. It will be necessary to appropriate that additional funding for the purchase of this vehicle.

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The low bid was from Soo Motors for a 2010 Ford Fusion. There were two variances from specifications. One was that a 6-speed automatic transmission is in the vehicle instead of the specified 4-speed automatic. The second variation is that the trunk compartment does not have a light. It is the Police Chief's recommendation that the 6-speed offers the advantage of better fuel economy and the trunk light is not a significant variation.

Moved by Commissioner Lynn, supported by Commissioner Bauer

That the City Commission award a bid to Soo Motors for the purchase of a 2010 Ford Fusion in the amount of \$15,770.

That the City Commission appropriate an additional \$270 from the Stock & Equipment Account to make up the shortfall in budgeted funds.

Carried: Yeas: Commissioner Stefanski, Mayor Bosbous, Commissioner Bauer, Gerrie, Lynn, and Munsell
Nays: None

PUCHASE THREE DEFIBRILLATORS FOR THE CITY AMBULANCES:

The City Commission has previously approved the purchase of two LIFEPAK 12 Defibrillators in a previous fiscal year. In the 2008-09 budget, three additional defibrillators for the ambulances were requested; however, the department was not ready to proceed with this purchase until now.

It is recommended that the City continue with the LIFEPAK 12 Defibrillators. This is the same manufacturer that War Memorial Hospital is utilizing as recommended by the cardiologist at War Memorial Hospital. By utilizing the same technology throughout the emergency response system serving War Memorial Hospital, including the various portable defibrillators that have been stationed in police vehicles and in other facilities throughout the community, the need for adaptors between the monitors and the combipads that are used with the defibrillators is eliminated. War Memorial is recommending that all the EMS units transporting patients to War Memorial continue with utilizing the LIFEPAK Defibrillators.

The LIFEPAK 12 Defibrillators are only available from Physio-Control. To maintain consistent equipment compatible with War Memorial Hospital and to eliminate separate training and maintenance agreements with separate defibrillator providers, there is no benefit obtained by going through competitive bids for this purchase.

Moved by Commissioner Bauer, supported by Commissioner Gerrie

That the City Commission waive the competitive bid requirement for the purchase of three defibrillators for the Sault Ste. Marie Ambulance System, since no

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advantage would be gained by the City in seeking bids.

Carried: Yeas: Commissioner Bauer, Gerrie, Lynn, Munsell, Stefanski, and Mayor Bosbous
Nays: None

Moved by Commissioner Bauer, supported by Commissioner Gerrie

That the City Commission purchase three LIFEPAK 12 Defibrillators and associated equipment from Physio-Control of Redmond, Washington in the amount of \$59,986.42.

Carried: Yeas: Commissioner Bauer, Gerrie, Lynn, Munsell, Stefanski, and Mayor Bosbous
Nays: None

CONSIDERATION TO APPROVE A CONSTRUCTION ENGINEERING PROFESSIONAL SERVICES CONTRACT WITH MEAD AND HUNT, INC. FOR THE SWINTON STREET RECONSTRUCTION PROJECT:

At the August 3rd Commission meeting, the City Commission awarded the contract to Fox Excavating, Inc. of Brimley, Michigan for the construction of Swinton Street from E. 7th Avenue to E. 5th Avenue. City Engineer Dave Strickland has negotiated an agreement with the designer, Mead & Hunt, Inc. to provide the necessary construction engineering services in an amount not to exceed \$39,500. This amount is based on the full construction duration of on-site construction engineering services in addition to administration and record drawing services. In addition, administration intends to utilize Rogers Land Surveying (\$3,500) and Tester Construction Inspection Services (\$5,760) to do the surveying and testing services for this project.

Moved by Commissioner Stefanski, supported by Commissioner Bauer

That the City Commission accept the proposal from Mead & Hunt, Inc. to provide construction engineering services for a maximum not to exceed amount of \$39,500 on the Swinton Street Reconstruction Project, B-17-07.

Carried: Yeas: Commissioner Bauer, Gerrie, Lynn, Stefanski, and Mayor Bosbous
Nays: Commissioner Munsell

AUTHORIZATION TO EXECUTE MICHIGAN NATURAL RESOURCES TRUST FUND (MNRTF) GRANT AGREEMENT WITH MICHIGAN DEPARTMENT OF NATURAL RESOURCES: FOR PROJECT TF08-068, ROTARY PARK DEVELOPMENT:

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The City was successful in a grant application for funding the renovation of Rotary Park. This was first initiated by the local Rotary Club and, in particular, John Rowe who, at the time, was with U.P. Engineering. Once the grant was authorized, the Commission (with permission of the MDNR) entered into an agreement with U.P. Architects & Engineers to conduct final design work and prepare construction specifications for this project. The grant construction period extends through June 30, 2011. It is anticipated that this project would be bid for construction during the 2010 season.

The grant provides 75% of the eligible project costs up to a maximum of \$299,700. The local match of \$99,900 is earmarked from the proceeds the City will receive from Wal-Mart upon payment of the Conservation Easement. The agreement requires this payment to be received within a certain number of days following the opening of the store.

Moved by Commissioner Bauer, supported by Commissioner Gerrie

RESOLUTION AUTHORIZING EXECUTION OF MICHIGAN NATURAL RESOURCES TRUST FUND DEVELOPMENT PROJECT AGREEMENT TF08-068 WITH THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES FOR ROTARY PARK DEVELOPMENT PROJECT

Upon a motion made by Commissioner Bauer and seconded by Commissioner Gerrie, the following Resolution was adopted:

RESOLVED, that the City of Sault Ste. Marie, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the City of Sault Ste. Marie does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide Ninety-Nine Thousand, Nine Hundred Dollars (\$99,900) to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records and to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not

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specifically set forth in the foregoing portions of this Resolution.

BE IT FURTHER RESOLVED, that the City Manager of the City of Sault Ste. Marie is authorized to enter into the Project Agreement with the Michigan Department of Natural Resources and, acting on behalf of the City of Sault Ste. Marie, agrees to perform the terms and conditions of said Agreement.

Carried: Yeas: Commissioner Gerrie, Lynn, Munsell, Stefanski, Mayor
Bosbous, and Commissioner Bauer
Nays: None

APPROVAL OF PURCHASING POLICY AND PROCEDURE:

For the past two years, the City staff has been working on revisions to the provisions for purchasing for the City of Sault Ste. Marie. The purchase of materials, equipment, and other things is broken down into three categories.

For purchases under \$1,000, the purchases may be done at the discretion of the department head. Administration does encourage use of local vendors when these materials are available locally at a reasonable price. For purchases over \$1,000 but less than \$10,000, departments are required to provide three quotes or proposals where competitive prices can be obtained. This will include those requests for purchase on the City's website for a minimum of one week in order to give notice to vendors. These purchases require the City Clerk's review and City Manager approval. Purchases in excess of \$10,000 are required to use sealed bids as provided in Section 12.1 of the City Charter. These purchases are published one time in *The Evening News* and posted on the City's website for a minimum of one week in order to give notice to vendors. Requisitions must be recommended by the City Manager for City Commission approval when they are in excess of \$10,000. This language is consistent with the Charter language that was approved by voters two years ago.

The policy outlines the various requisition and purchase order processes that are now consistent with our new purchasing software. When it is deemed that a purchase must be made on an emergency basis, that purchase can be made without competitive prices with any purchases in excess of \$1,000 and over \$10,000 requiring City Manager approval and reporting and notification to the City Commission of those purchases in excess of \$10,000 that are required for emergency reasons. This will bring the practice of emergency purchases in compliance with the City Charter provision.

City Manager Nebel expressed appreciation for the efforts that City staff has put into development of these purchasing policies; in particular, City Clerk and Purchasing Agent Robin Troyer.

Moved by Commissioner Munsell, supported by Commissioner Lynn

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That the City Commission adopt the City of Sault Ste. Marie Purchasing Policy and Procedures as presented within the attached report.

Carried: Yeas: Commissioner Lynn, Munsell, Stefanski, Mayor Bosbous,
Commissioner Bauer, and Gerrie
Nays: None

REPORT REGARDING DIVISIONS OF CONSTRUCTION FOR THE CSO
CONTROL PROJECT PHASE C-1 AND C-2 PROJECT AND FOR THE FEDERAL
BUILDING CONSTRUCTION:

At the last City Commission meeting, Commissioner Burton expressed her concerns regarding the structuring of the CSO Control Project and the Federal Building Renovation in such a way that local contractors have an opportunity to bid this work. She further stated that Super Value instructed their construction manager to utilize local employment and she had contacted the Chippewa County Controller and was informed that they instructed their construction management firm that they were to hire local. Commissioner Burton indicates the City needs to do the same.

In checking with the Chippewa County Controller's Office, it was indicated that Commissioner Burton did contact them; however, it was indicated to Commissioner Burton that the County utilizes a local vendor preference only if that bid is within 3% of a project exceeding \$2,500. There were no special instructions provided by the Controller's Office to the construction manager for the jail project regarding local bidders.

City Engineer Dave Strickland discussed the Super Value Project with DeVere. The local construction manager for DeVere indicated to us as well, they made every effort to structure the bid to encourage local bidders to participate in the construction of the Super Value store. There were no preferences given to local bidders beyond that. DeVere did indicate that the local bidders are very competitive on most local projects and, in fact, the majority of sub-contractors did come from the Eastern Upper Peninsula for the Super Value Project.

For the Federal Building, administration has had consistent discussions with the construction manager, DeVere, about making sure that this project is broken up to provide ample opportunity for the local contractors to do this work. It was indicated that there is a likelihood of having 12 or more bid packages of various sizes for this cost. If the construction cost for this project is \$3 million, that would mean the average contract size might be in the area of \$250,000 for the Federal Building Project; however, there will be some larger contracts and smaller contracts based on the work that is required to be done for this project.

As the County did with their construction management firm, the City has indicated that the bidding process will need to reflect the local bidding preference, which

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allows a City-based contractor to adjust their bid down to the low bid based on the personal property taxes paid or 5%, whichever is less. These provisions will be in the Federal Building bid documents.

As to the CSO Project, it is more problematic to break this project up into smaller projects due to the comprehensive nature of a combined sewer separation project.

Based on the discussions between City Engineering Dave Strickland and the consultant for this project, two other alternative projects were identified that could be bid as alternate bids for this project. The first would be in the Foss/Hyde area, which would be bid as an alternate bid with an estimated cost of just over \$300,000. The second bid would be Division "D" work that lies within the C-2 Area. It is very difficult and costly to divide the C-1 and C-2 segments into smaller components, since the scheduling and coordination problems between potentially different contractors depending on mutual timetables with different contractors working all in the same area would create significant scheduling and coordination problems in order to get this work done.

If the City has seven different contractors (working with seven different contracts) for this project, additional contract administration in order to meet SRF/DWRF guidelines would be required. The additional cost for contract administration of multiple contracts could range from an additional \$100,000 to \$175,000 if this project were broken up into four underground utility contracts.

The City is utilizing federal funding on the CSO Project, and in accordance with Mike Cox from the MDEQ, if the City awarded a project to an other than qualified low bidder, the City would be responsible for the additional costs over and above the amount of the qualified low bid. For the CSO Project, there will certainly be opportunities for local contractors to bid on portions of this work. Administration also discussed, with one local contractor, whether or not they could create a consortium of local contractors doing underground work of sorts to increase the bonding level to do more work. They indicated that they had not explored this with any other contractors.

It is administrations intent to proceed in accordance with this memo and the attached reports from Dave Strickland unless the City Commission instructs administration to take other action.

There were no suggestions from the City Commission in handling the bidding process differently.

REPORT ON DISCONTINUATION OF IN-CITY GOOSE HUNT FOR 2009:

Since 1999, the Parks and Recreation Department has coordinated with various agencies an in-city goose hunt. This has been one component of the City's efforts to reduce the goose population in Sault Ste. Marie. Initially, the goose hunt was very effective with hunters having success in harvesting geese within the City. Over the past

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few years, the number of geese harvested within the City have diminished to the point where geese are no longer present during this time frame at many locations. With the diminishing number of hunters and the time consuming process that is necessary to notify adjacent property owners, the media, and do our hunter school, it is administrations belief that the City should not proceed with this hunt in 2009.

If significant numbers of geese appear in the City during the 2009 season as a result of no hunting, then administration will clearly take a look at restoring a goose hunt in 2010.

Overall, management efforts have been successful in reducing the number of geese in the community. Administration plans to continue all other aspects of this goose management program.

APPROVAL OF A CONTRACT WITH THE POLICE PATROL UNIT:

A tentative three year agreement for the contract years beginning July 1, 2008. This agreement is consistent with the guidelines provided by the City Commission on resolving the negotiations. City Attorney Steve Cannello gave an overview of the final contract for the Commission.

Consistent with other contracts resolved for this time period, the wages are 0% in the first year, 2.5% in the second year, and 2.5% in the third year.

Moved by Commissioner Munsell, supported by Commissioner Lynn

That the City Commission approve a three year contract with the Police Patrol Unit for the three year period beginning July 1, 2008.

Carried: Yeas: Commissioner Munsell, Stefanski, Mayor Bosbous,
Commissioner Bauer, Gerrie, and Lynn
Nays: None

APPROVAL OF PAY PLAN FOR NON UNION, DEPARTMENT HEADS, AND CITY ATTORNEY:

The labor contracts negotiated by the City for the fiscal year beginning July 1, 2008 called for a 0% increase July 1, 2008, a 2.5% increase July 1, 2009, and a 2.5% increase for July 1, City Manager Nebel recommended that the salary scale for non-union employees be increased by 2.5% for the fiscal year beginning July 1, 2009.

City Manager Nebel recommend that the department head salaries be authorized to increase 2.5% as well. The three recent department head positions, City Manager Nebel recommended increases above the 2.5% level based on what would normally be "steps" as a result of their continued progress in starting in these positions.

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City Manager Nebel anticipate one more “step” adjustment for these three positions following this year in order to bring them up to full pay for their positions.

Work evaluations have been completed on all department head positions for this past year with performance goals identified for the upcoming year.

On the Non-Union Non-Department Salary Schedule, a 2.5% increase has been added for these jobs as well. There are two planned changes in title and classification of two employees in this category. The first is the creation of an Assistant Finance Director. It is City Manager Nebel’s intent to promote Kristin Collins into this position. Her Staff Accountant position will remain vacant. The responsibility and role of this position has grown significantly with the implementation of the new Civic software, significant involvement in preparing budget and audit information, as well as a need for some additional supervisory role within the Finance Department. This will become increasingly important as our current Finance Director approaches his eventual retirement from the City. It is City Manager Nebel’s intent to appoint Kristin Collins to this new position effective July 1, 2009 at the first year step of Grade 8.

The second position change is the creation of a Senior Planner position. It is City Manager Nebel’s intent to appoint Barb Lisiecki to a Senior Planner position, which would be a Grade 6, with Barb eligible for the 4th year rate. Again, this change will help facilitate the transition as the current Planning Director contemplates his retirement as well. Barb Lisiecki has a great depth of experience and history about many aspects of the City’s operation. It is City Manager Nebel’s intent to make this appointment effective as of July 1, 2009.

These changes will be made subject to the approval of this pay plan by the City Commission.

Moved by Commissioner Lynn, supported by Commissioner Gerrie

That the City Commission grant a 2.5% increase in salaries to the Non-Union Non-Department Head Salary Schedule, Department Head Wages, and the City Attorney as provided in the attached materials with the modifications as outlined within this report.

Carried: Yeas: Commissioner Stefanski, Mayor Bosbous, Commissioner Gerrie, Lynn, and Munsell
 Nays: Commissioner Bauer

Status Report:

Special Meeting for Thursday, August 20th on bid award for Washington School Improvements:

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The City received a grant to make improvements to the access for voters utilizing the Washington School through a special Voter Grant. Administration was not authorized to go to bids on this project until last week.

In order to award this bid with the hope of having work completed prior to the start of school, City Manager Nebel discussed with Mayor Bosbous the possibility of holding a special meeting on Thursday, August 20th at noon to award this work. This way, it is possible the work would be substantially completed prior to the start of school. Work has to be completed by October 1st for this grant funding.

MATTERS PRESENTED BY THE PUBLIC:

None

MATTERS PRESENTED BY THE CITY COMMISSION:

Commissioner Munsell expressed concerns with the Parking Structure software reporting, Storm Sewer work on Foss Hill, and had a suggestion of the possibility of taking pictures of the historic homes and making a puzzle.

Commissioner Stefanski also had complaints about Foss Hill and questioned the ability of Sherman Park being open to dogs. Commissioner Stefanski also informed the Commission on the status of a dog park.

Moved by Commissioner Lynn, supported by Commissioner Stefanski

That the meeting adjourn at 8:22 p.m.

Motion carried unanimously.

ANTHONY G. BOSBOUS, MAYOR

ROBIN R. TROYER, CITY CLERK

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