



MEMORANDUM

Date: November 25, 2024
To: Mayor Nemecek and the Boyne City City Commission
From: Michael Cain, City Manager *MC*
Subject: City Manager's Report – Final

Note: Updated or new items are highlighted

+Police Dept. New Hire Update from Chief Spate:

'I am pleased to report that we have filled our open position at the Police department. Gerald Boron has been offered the job and he has accepted. Mr. Boron comes to us from the Charlevoix County Sheriff's Department. Prior to his time with Charlevoix County he was a Police Sergeant at Dodge City and Ford County in Kansas. Mr. Boron has many skills and certifications that will benefit our department and community.'

Mr. Boron will start with our department sometime in the first few weeks of December. He is currently finishing out his 2 week notice and case load at the Sheriff's Department.'

+At our last City Commission meeting our ARPA funds were obligated to be used on the marina project. Since that meeting we have re-confirmed that we have until December 31, 2026 to spend ARPA funds. There should be no problem with that timeline.

+Riverview Pump station: The station has been operating terrific with the new Sulzer (pump 2) for over 2 weeks now (the first weekend programmed to be on its own). The physical installation of pump 1 is scheduled to be completed on Monday with a new 6" check valve after the 10" check is removed and with the VFD electrical controls scheduled for completion on Tuesday. If all goes well pump 1 may go into test operation before the holiday, with pump 2 going into standby mode for Friday installation

+Our DPW moved the fishing pier to its winter location in the marina on Wednesday.

+The marina is now getting new 6" DI water main installed. That portion of the project may be completed as early as Friday. Doug mentioned we wanted to save the gravel sidewalk framing material. It is going to set that aside for reuse at the new Avalanche entrance.

+Avalanche Entrance is on its way to a great facelift. The signage has been relocated and the drinking fountain is removed. The ground is flush but the conduit is still exposed that the DPW/Water Dept used to install the fountain up there.

+Doug just submitted our annual report (2024) to EGLE for the North Compost Site. Already spoke with EGLE and we should be all set. He also renewed the permit several months ago as we were lapsed.

+The letters are all out for the CDSMI (Drinking Water Asset Management) program. These notification letters were required (via EPA) to go to residents by Nov. 15. The means to report to EGLE that we sent the letters is a work in progress. Doug anticipates EGLE will have a report form for us to notify them in the near future. As of now they do not.

+Water production Well 4's (North Boyne) overhaul that was approved by the City Commission at its last meeting is underway. We are only awaiting the pump and Peerless will begin the install. They are hoping to have it right before Thanksgiving.

+Water Production Well 2 (1910 Building area) is also a bit closer to beginning. Doug is waiting to hear back from EGLE as he has submitted the legal description from the surveyor to see if that will suffice in our easement.

+A draft copy of the Industrial Pretreatment permit (IPP) was submitted to Daifuku on NOV 18. Doug is planning on issuing the official permit on DEC 1 and wanted their team to review it prior to them being officially on the IPP program.

+Our used 1 ton truck sold for \$10,500 in the recent bids. Bids for the Dump Truck chassis are still being accepted.

+Doug is also researching the updating of the Recreation Plan that will be required for us to apply for grant funding.

+A change order has been issued on this year's Front Street road project increasing the project total cost by \$18,352.14 of which we would be responsible for 20%, or \$3,670.43. This was mainly due to the previously reported extra thickness of the pavement old pavement that had to be removed. There were no additional costs to the project associated with the second milling and repaving that had to be done. This project remains under what we had originally budgeted for it.

+I have heard recently that some people may be coming to this or a future City Commission meeting to ask about the status of the Theater.

+Paul Fairburn's partner in their proposed Food Truck Court off Ray Street just east of the Marathon gas station Brett Brinkel requested Wednesday to be put on this agenda to talk about food courts. We advised him he could speak under Citizens Comments. Food Truck were last discussed by the Commission at the July 23rd meeting where a recommend ordinance from the Planning Commission was tabled with the suggestion that Commissioners contact Jenni in the Planning Department with issues and/or changes that needed to be addressed. No such input was received. What was clear was the ordinance would need to be substantively changed, but exactly how is unknown. Further guidance would be appreciated.

+It is time for the annual health insurance renewals for the programs that cover City employees. The rates will be increasing 13.48% for the Blue Care Network HSA program, 3.41% for Delta Dental, with no increases for the long term disability or optional vision programs. After exploring alternatives with our agent our employee advisory committee chose to remain with the current programs.

+I provided the City Commission information from our Bond Counsel Pat McGow and C2AE addressing questions from our last meeting about the use of the CWSRF loan proceeds. They have both expressed that the City Commission can use as much of the approved \$12.8 million dollar low interest loan on the items included in our project submittal as it desires. This matter is scheduled to come before the Commission at our November 26th meeting.

+We have received printed copies of our most recent audit, for the fiscal year ending April 30, 2024. Copies are available for review in our lobby and at the Boyne District Library. Our auditor will be at our December 10th meeting to publicly review the report.

+We are currently re-bidding road improvements for five streets in the City thru Tuesday, December 17th at 2:00 p.m.. The earlier bids were rejected after coming in high. The work is to be done next year.

+Letters have gone out to the property owners next to the City property scheduled for tree and vegetation clearing west of Boice Street letting them know of the work that is scheduled to begin on or after Monday, December 9th. This work is to provide for safer takeoffs and landings at the airport and begin to prepare the area for the new community garden.

+Winter tax bills with the City newsletters will be received by property owners on or about Monday, December 2nd.

Main Street Updates:

+Joint Meeting with Main Street: Ingrid reported Wednesday that Thursday, December 12th is not going to work for their Board. She suggests looking to the first of the year. They have Board meetings Tuesday, January 9th and February 6th at 8:30 a.m. if that works for Commissioners. We are exploring other dates as well.

+Earlier than the Bird held downtown this past Saturday was well attended. Over 200 mugs were given away and all the participating merchants received one as well.

+Holly Jolly Boyne and tree lighting is Friday, November 29 beginning at 5pm with the parade at 6pm. Santa will be at the Eagles to receive the children with lots of goodies to be had.

+Sip and Shop sponsored by the Farmers Market is Friday, December 6 from 5pm until 8 pm in the pavilion. Early holiday shopping with a few 'sips' and things to eat.

+Facade Grants are open with a total of \$20,000 available to approved applications. The application can be found in the home page of the Main Street web site.

+Main Street has several openings on its board. Applications are available on the Main Street and city websites. Applications close in mid-January.

+If you have any questions or would like additional information on these or other items, please let me know.