



CITY COUNCIL

January 3, 2022

1. Call to Order - 7:00 P.M. – City Council Chambers
2. Recitation - Pledge of Allegiance to the Flag of the United States of America
3. Oaths of Office – Administration of oaths of office to the Mayor-elect and City Councilmembers-elect
4. Roll Call
5. Consent Agenda – Adoption of a proposed resolution that would confirm approval of the following:
 - (a) December 20, 2021 regular session City Council meeting minutes
 - (b) Acknowledge receipt of a report concerning certain administrative transactions since December 20, 2021
6. Miscellaneous Public Comments
7. City Manager Updates
8. Appointments
 - (a) Election of a City Councilmember to serve as Mayor Protempore as required by City Charter provisions
 - (b) Consideration of appointment to the Zoning Board of Appeals
9. New Business – Authorization to contract with Elmer’s Crane and Dozer, Inc., Petoskey, in the amount of \$2,104,999.15 for East Lake Street improvements
10. City Council Comments
11. Adjournment

Alternatively, join the meeting via the Zoom platform

<https://us02web.zoom.us/j/82808949641>

Meeting ID: 828 0894 9641

Persons with disabilities who require assistance in order to participate in the electronic public meeting should contact the City Clerk at the earliest opportunity by emailing aterry@petoskey.us or by calling 231-347-2500 to request assistance.

Persons interested in addressing the City Council during the meeting under public comment period can press the "raise hand" button or send a chat message in Zoom or by phone press *9.

Public meetings are being monitored and violations of statutes will be prosecuted.



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: January 3, 2022

DATE PREPARED: December 29, 2021

AGENDA SUBJECT: Oaths of Office

RECOMMENDATION: That oaths of office be administered to the Mayor-elect and City Councilmembers-elect

The City Clerk-Treasurer will administer oaths of office to Mayor-elect John Murphy, and two City Councilmembers-elect Tina DeMoore and Brian Wagner, following their elections to the City Council November 2, 2021.

sb



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: January 3, 2022

DATE PREPARED: December 29, 2021

AGENDA SUBJECT: Appointment

RECOMMENDATION: That the City Council elect a City Councilmember as Mayor Protempore

As required by City Charter provisions, the City Council must elect from its members a Mayor Protempore, who would serve in the absence or incapacities of the Mayor.

sb



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: January 3, 2022

PREPARED: December 29, 2021

AGENDA SUBJECT: Appointment Recommendation

RECOMMENDATION: That the City Council consider the appointment

The City Council will be asked to consider the following appointment:

- Zoning Board of Appeals – Appointment of Matt McSweeney, 618 Bay Street, to fill a vacated term ending April 2022.

sb
Enclosure



City of Petoskey

101 East Lake Street, Petoskey, Michigan 49770 • 231 347-2500 • Fax 231 348-0350

RECEIVED

DEC 21 2021

CITY OF PETOSKEY
CITY MANAGER

CB

Application to Serve on a Board or Commission

Please print. Answer each question accurately and completely. If you require any accommodation to complete the application process, please notify a City staff member.

■ Name	McSweeney			Matthew			A			■ Date	12			20			21				
	Last			First			Initial														
■ Residence Address	618		Bay			Petoskey			MI		49770			■ Home Phone	616		690		5947		
	Number		Street			City			State		Zip										
■ Email Address	m1mcswee@gmail.com												■ Work Phone	231		348		2128			

Please answer the following questions using the space provided.

1. What Board or Commission interests you and why are you applying? ZBA- I'm wanting to be involved in the decision making process and give back to the City of Petoskey.
2. How do you believe your appointment would benefit the City? I love this city. I have an interest in wanting to see a healthy, vibrant community that continues to grow as a year round destination to live, visit, work and play.
3. Describe any involvement in the community on a Board or Commission or in another volunteer capacity. None
4. How many continuous years have you lived in Petoskey? 10
5. Any other helpful information relevant to your application. My wife and I are both educators in the community. We have two young Children who are growing up in the City of Petoskey. I have good reason to give back and be involved.

While it is not required, a resume is helpful in the recruitment process for City Boards and Commissions.

- YES NO Are you a City of Petoskey registered voter?
- YES NO Do you or immediate family members currently serve on a City Board or Commission? If yes, which Board or Commission? _____
- YES NO Are you applying to the Downtown Management Board? If yes, do you have an interest in property located in the downtown district or are you a resident of the downtown district? Please explain.

The applicant acknowledges that the City may be required from time to time to release records in its possession. The applicant hereby gives permission to the City to release any records or materials received by the City from the applicant as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.

Applicant Signature: Matthew McSweeney Date: 12/20/21



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: January 3, 2022

DATE PREPARED: December 28, 2021

AGENDA SUBJECT: East Lake Street Improvements

RECOMMENDATION: That the City Council authorize contracting with Elmer's Crane and Dozer, Inc.

Background The City's 2022 Annual Budget included \$2,658,000 for the reconstruction of East Lake Street from Division Street to Kalamazoo Avenue along with side streets between East Mitchell and East Lake Streets that include Ottawa, Summit, Clinton, and Williams Streets. The proposed project limits are highlighted on the enclosed map.

Scope Utility upgrades include water main and valve replacement; water service line investigations and upgrades; sanitary sewer main and manhole structure replacement; and replacement of storm sewer main and catch basin structures. Electric system upgrades include duct-bank installations for conversions from overhead to underground along with new street lighting. Street reconstruction includes new pavement with a total rebuild of subgrade base materials, curb and gutter replacement, new concrete drive approaches and new sidewalks.

Phasing Due to the size and number of streets involved, this project will be divided into three construction phases, although all phases will overlap at some point based on the type of work being performed. Phase 1 will begin in early spring and involves the reconstruction of the Division and East Lake Streets intersection. Phase 2 includes all streets from Division to just east of Clinton with Phase 3 including all streets east of Clinton to Kalamazoo. Final completion of this project is expected late October or early November.

Specifications and Bids Street layout, water and sewer utility installations along with bid specifications were prepared by Benchmark Engineering, Inc., Harbor Springs; and electric work was designed by GRP Engineering, Petoskey. Bid packets were made available on November 17, 2021; nine area firms were notified and three bids were received on December 17, 2021.

Bidder	Amount
Elmer's Crane and Dozer, Inc. Petoskey	\$2,104,999.15
Harbor Springs Excavating, Inc. Harbor Springs	\$2,262,004.89
J&N Construction, LLC Gaylord	\$3,707,737.30

Review Following review of the bids that were received December 17, City staff recommends that the City Council authorize contracting with Elmer's Crane and Dozer, Inc., for this proposed project for \$2,104,999.15.

CITY of PETOSKEY

EMMET COUNTY, MICHIGAN

Petoskey Street Project

PHASE I 

PHASE II 

PHASE III 

