

City of Charlevoix
City Council Regular Meeting minutes
Monday, May 2, 2022 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Pledge of Allegiance

Mayor Kurtz called the meeting to order at 6:00 p.m. The Council, staff, and members of the public rose and recited the Pledge of Allegiance.

2. Roll Call

Mayor: Mayor Luther Kurtz

Members Present: Janet Kalbfell, Greg Bryan, Richard Spring, Mark Knapp, Phil Parr

Members Absent: Aaron Hagen

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

A. Mayoral Proclamation Recognizing Nurses Week

Mayor Kurtz

Mayor Kurtz read a proclamation extending deep appreciation and thanks to the nurses who work in and around our community and also proclaimed Nurses Week in the City of Charlevoix May 6-12, 2022.

B. Mayoral Proclamation in Recognition of the Life and Work of June Cross

Mayor Kurtz

Mayor Kurtz read a proclamation honoring and remembering the life of June Cross.

4. Inquiry Regarding Conflicts of Interest

Mayor Kurtz recused himself from agenda item 7A. Authorize Seasonal Closure of Van Pelt Alley (East/West).

5. Consent Agenda

Mayor Kurtz opened the item for public comment, and none were heard.

Motion by Parr, Second by Kalbfell to approve the Consent Agenda as presented.

Yeas: Spring, Knapp, Kalbfell, Parr, Bryan

Nays: None

Absent: Hagen

Motion carried.

A. City Council Meeting Minutes - April 18, 2022

B. Accounts Payable and Payroll Check Registers

1. Special Accounts Payable Run April 21, 2022 (\$64,429.61)

2. Payroll (net pay) March 18, 2022 (\$100,007.13)

3. Payroll Transmittal Checks April 29, 2022 (\$5,040.75)
4. Regular Accounts Payable May 3, 2022 (\$181,339.46)
5. ACH/WIRE Payments April 18, 2022 through April 29, 2022 (\$451,565.13)
6. Tax Disbursement May 3, 2022 (\$14,625.55)

To view the entire accounts payable and payroll check register report, [Click here](#).

C. Bridge Park Lift Station Cleaning

Northern A-1 Environmental Services provided the proposal which includes a breakdown of time and material needed to inspect the Bridge Park pump station.

D. Affirm Emergency Purchase of Flygt Submersible Pump from Kennedy Industries for \$11,874.00

E. Pavement Marking Proposal from Advanced Pavement Markings for \$20,510.03

6. Public Hearings and Actions Requiring Public Hearings

7. All Other Actions and Requests

A. Authorize Seasonal Closure of Van Pelt Alley (East/West)

Mark Heydlauff, City Manager

Mayor Kurtz stepped down from the dais (6:09 pm).

Council Member Kalbfell led the discussion. City Manager Heydlauff explained the City has closed the east/west area of Van Pelt Alley for the past two years so that pedestrians can enjoy the area but emergency vehicles can access it as needed. City Manager Heydlauff suggested the Council make this seasonal closure permanent and authorize City staff to work with the businesses in this area on an on-going basis. City Manager Heydlauff explained that the dates of the seasonal closure would be weather-dependent.

Council Member Kalbfell opened the item for public comment, and none were heard.

Motion by Spring, Second by Bryan to authorize City Staff to affect the permanent seasonal closure of the first 50 feet of Van Pelt Place west of Van Pelt Alley as has been done in 2020 and 2021.

Yeas: Spring, Knapp, Kalbfell, Parr, Bryan

Nays: None

Absent: Hagen

Motion carried.

Mayor Kurtz returned to the dais (6:11 pm).

B. Ferry Beach Management Plan
Mark Heydlauff, City Manager

City Manager Heydlauff stated that over the last few years, there have been concerns about the maintenance, tree management, stormwater control and amenities at Ferry Beach Park. After discussion with the Shade Tree & Parks Commission about the benefits of such a plan, Suzie Fromson from Edgewater met with the Commission in March and prepared the attached proposal. City Manager Heydlauff stated he also met with Carl Roehling, who leads the Friends of Ferry Beach, and Mr. Roehling is in support of the proposal which will help in creating a long-term plan for the park.

Mayor Kurtz opened the item for public comment, and none were heard.

Motion by Kalbfell, Second by Spring to approve the Ferry Beach Management Plan proposal from Edgewater Resources of St. Joseph, Michigan for a total not to exceed \$16,125.00 as outlined in the proposal and authorize the City Manager to sign the agreement. Motion carried unanimously by voice vote.

8. Reports and Communications

A. Public Comment

Cheryl Potter Browe introduced herself to Council and stated she is running for County Commissioner-District 6.

B. City Manager's Comments

City Manager Heydlauff made the following comments:

- On May 26, there will be the next SBEI Corridor meeting. Location will be determined.
- On June 8, there is a tentative meeting scheduled regarding the future of the old DPW site. Ferry Beach will most likely be the meeting location, more details will follow.
- Refuse collection begins next week.
- Gave his gratitude to all the nurses in the community.
- Provided background on the purchase policy and emergency purchases.
- The election is tomorrow and he reminded everyone to come out and vote.
- Shared a memory of June Cross and gave his condolences to the Cross family.

C. Mayor and Council Comments

Mayor Kurtz and Council Members collectively thanked all the nurses in the audience and in the community for their hard work during the pandemic. Council Members also collectively gave their condolences to the Cross family.

9. Other Council Business

Council Member Kalbfell suggested the Special Events Policy be revisited. Council collectively

agreed and directed City Manager Heylauff to add the special events policy to the next meeting.

10. Adjourn

Mayor Kurtz adjourned the meeting at 6:22 p.m.

Sarah J. Dvoracek	Luther Kurtz
City Clerk	Mayor