

City of Charlevoix
City Council Regular Meeting minutes
Monday, July 18, 2022 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Pledge of Allegiance

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

2. Roll Call

Mayor: Luther Kurtz

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

Members Absent:

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

Mayor Kurtz opened the item for public comment. None were heard.

Motion by Parr, seconded by Spring to approve the consent agenda as presented.

Yeas: Bryan, Hagen, Kalbfell, Knapp, Parr, Spring

Nays:

Absent:

Motion carried.

A. City Council Meeting Minutes - July 5, 2022

Motion to approve the minutes as presented.

B. Accounts Payable and Payroll Check Registers

<u>Dates</u>	<u>Description</u>	<u>Amount</u>
07/08/2022	Special Accounts Payable Run	\$267.92
07/08/2022	Payroll (net pay)	\$143,586.01
07/08/2022	Payroll Transmittal Checks	\$6,599.99
07/19/2022	Regular Accounts Payable	\$347,005.17
07/05/2022 - 07/11/2022	ACH/Wire Payments	\$143,860.23
Grand Total		\$641,319.32
To view the entire accounts payable and payroll check registers, please Click here.		

Motion to approve the accounts payable and payroll check registers as presented.

C. MML Worker's Compensation Fund Trustee Election

Motion to direct the City Clerk to cast a ballot for Lee Kilborn for the MML Worker's Compensation Fund Board of Trustees.

D. Purchase/Lease of Truck for Water Department

Motion to authorize the City Manager to sign the agreements as presented by Enterprise Fleet Maintenance.

E. Confirm Emergency purchase of Marina Water Heater Replacement: \$20,780

Motion to confirm the emergency purchase and installation of a water heater for the Marina on time and material basis plus electrical costs by MacGregor Plumbing and Heating.

F. Charlevoix Housing Commission Resignation-Lillian Left

Motion to accept Lillian Left's resignation from the Charlevoix Housing Commission.

G. Release of Draft 2022 Master Plan

Motion to release the 2022 Draft Master Plan Land Use for the public comment period.

6. Public Hearings and Actions Requiring Public Hearings

7. All Other Actions and Requests

A. Proposed Donation: Miniature Painted Sailboat Honoring Dale and Marilyn Boss

Linda Boss

Pam Beatty

City Manager Heydlauff stated Council first discussed the proposed donation of the miniature painted sailboat on June 20. The Planning Commission met on July 11 and reviewed the proposed donation per the donation policy. The Planning Commission's draft minutes from their July 11 meeting were added to the agenda packet for Council's review. City Manager Heydlauff stated that both Linda (Boss) and Pam (Beatty) were in attendance if they wanted to comment further. The Planning Commission recommended acceptance of the donation for placement in the Malewitz Parking lot off of Palmer Street, they did not give a specific location. The Planning Commission's Chair was also in the audience and could answer more specific questions if needed.

Pam Beatty addressed City Council and stated she would be happy to answer any questions. She stated she has been encouraged by the process so far and would appreciate Council's consideration.

Mayor Kurtz opened the item for public comment: three were opposed, four were in favor.

Discussion was held.

Motion by Spring to have a public hearing to discuss the miniature sailboat location at the next council meeting. Motion failed, no second offered.

B. AMI Recommendation by Power Systems Engineering

Electric Department Director Griffith provided Council with a brief history stating that over a year ago, Council approved to consult with Power System Engineering (PSE) for their

assistance with updating the City's metering systems.

Kyle Kopczyk presented City Council with a summary of their vetting process for a number of selected vendors. The representatives provided the Council with a summary of the qualifications and the detailed reasons why they are recommending Aclara for the meter project.

Mayor Kurtz opened the item for public comment. One was in favor.

Motion by Hagen, seconded by Kalbfell to authorize Power System Engineering to engage in contract negotiations with Aclara for the City of Charlevoix's Automated Metering Infrastructure Project.

Motion carried by unanimous voice vote.

C. Council Appointments

Janet Kalbfell

1st Ward Council Member

Mayor Kurtz opened the item for public comment. None were heard.

Motion by Kalbfell, seconded by Hagen to appoint Frank Campi to the Historic District Commission for a term to expire on June 30, 2025.

Motion carried by unanimous voice vote.

Mayor Kurtz opened the item for public comment. None were heard.

Motion by Kalbfell, seconded by Spring to appoint Carol Kranz to the Historic District Commission for a term to expire on June 30, 2025.

Motion carried by unanimous voice vote.

D. Mayoral Appointments

Luther Kurtz

Mayor

Mayor Kurtz opened the item for public comment. None were heard.

Motion by Hagen, seconded by Bryan to confirm the Mayor's appointment of Joan Buday to the Housing Commission for a term to expire on April 1, 2027.

Motion carried by unanimous voice vote.

Mayor Kurtz opened the item for public comment. None were heard.

Motion by Kalbfell, seconded by Knapp to confirm the Mayor's appointment of Mary Lynn Heid to the District Library Board for a term to expire on June 30, 2025.

Motion carried by unanimous voice vote.

8. Reports and Communications

A. Public Comment

B. City Manager's Comments

* Goats will be returning next weekend

* Recognition of Mrs. Lillian Left for all her years of service on the Housing Commission

* Recognition District Library Board President Mary Lynn Heid for her service and the Library Board's positive relationship with the City

*Recognition of Arlene Staley (previous City Clerk) for her years of service, she recently passed away

*Recognition of Clerk Dvoracek, one year today, the Council appointed her to the Clerk's position

*August 1st will be the City Manager's evaluation

*Happy Venetian

C. Mayor and Council Comments

Council collectively wished everyone a Happy Venetian Week.

9. Other Council Business

10. Adjourn

Mayor Kurtz adjourned the meeting at 7:11 pm.

Sarah J. Dvoracek

City Clerk

Luther Kurtz

Mayor