

City of Charlevoix
City Council Regular Meeting minutes
Monday, August 1, 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, Richard Spring, Phil Parr

Members Absent: None

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.

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

Nays: None

Absent: None

Motion carried.

A. City Council Meeting Minutes - July 18, 2022

Motion to approve the minutes as presented.

B. Accounts Payable and Payroll Check Registers

Motion to approve the accounts payable and payroll check registers.

<u>Dates</u>	<u>Description</u>	<u>Amount</u>
07/15/2022	Special Accounts Payable Run	\$15,000.00
07/22/2022	Payroll (net pay)	\$140,073.88
07/22/2022	Payroll Transmittal Checks	\$5,368.74
07/25/2022	Special Accounts Payable Run	\$74,602.77
08/02/2022	Regular Accounts Payable	\$257,959.89
05/16/2022 - 05/31/2022	ACH/Wire Payments	\$344,988.28
Grand Total		\$901,230.12
To view the entire accounts payable and payroll check registers, please click here.		

- C. MERS 2022 Officer and Employee Delegate Certification Form
Motion to approve the MERS 2022 Officer and Employee Delegate Certification Form.
- D. Change of Employee Life and Disability Insurance Carrier
Motion to approve the change in employee life and disability insurance carriers to The Hartford with the new policy to begin October 1, 2022.

6. Public Hearings and Actions Requiring Public Hearings

7. All Other Actions and Requests

8. Reports and Communications

- A. Public Comment
- B. City Manager's Comments
 - * McSaubia Day Camp had a Covid outbreak and had to close for a day
 - * Met with MDOT regarding pedestrian safety and traffic flow crosswalks configurations
 - * Touring St. Mary's Cement Plant next week
 - * Will be a mentor for Leadership Charlevoix County
- C. Mayor and Council Comments

9. Other Council Business

- A. Closed Session: Annual Evaluation of City Manager (pursuant to MCL 15.268(1a))
Motion by Hagen, seconded by Kalbfell to enter Closed Session (pursuant to MCL 15.268(a)) for the purpose of conducting the annual evaluation of the City Manager pursuant to his request.
Motion carried by unanimous voice vote (6:11 p.m.).

Motion by Parr, seconded by Kalbfell to return to Open session.
Motion carried by unanimous voice vote (7:14 p.m.).

Motion by Knapp, seconded by Kalbfell to approve the 7th Amendment to Mark L. Heydlauff's employment agreement.
Motion carried by unanimous voice vote.

Motion by Spring, seconded by Kalbfell to approve the Closed Session minutes of August 1, 2022 as read.
Motion carried by unanimous voice vote.

10. Adjourn

Mayor Kurtz adjourned the meeting at 7:16 p.m.

Sarah J. Dvoracek Clerk

Luther Kurtz Mayor

