

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, November 1, 2021 – 6:00 p.m.
210 State Street, Charlevoix, MI

The meeting was called to order at 6:00 p.m. by Mayor Kurtz.

1. Pledge of Allegiance

2. Roll Call

Mayor: Luther Kurtz
Members Present: Brian Slater, Aaron Hagen, Mark Knapp, Janet Kalbfell, Phil Parr, Greg Bryan
Members Absent: None
City Manager: Mark L. Heydlauff
City Clerk: Joyce Golding
Deputy Clerk: Sarah Dvoracek

3. Presentations

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

All items listed under Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the Consent Agenda and considered separately.

- A. City Council Meeting Minutes – October 18, 2021
- B. Accounts Payable and Payroll Check Registers
 - a. Special Accounts Payable Check Register – October 21, 2021
 - b. Regular Accounts Payable Check Register – November 2, 2021
 - c. ACH Payments – October 18, 2021 to October 29, 2021
 - d. Payroll Check Register – October 29, 2021
 - e. Payroll Transmittal – October 29, 2021
 - f. Tax Disbursement – November 2, 2021

Mayor Kurtz opened the item to public comment, none was heard.

Motion by Kalbfell, second by Parr to approve the Consent Agenda.

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

Nays: None

Absent: None

6. Public Hearings & Actions Requiring Public Hearings

A. Recreation Master Plan

Carrie Klingelsmith from Beckett & Raeder provided council with a summary of the processes completed to update the Recreation Master Plan. Surveys and the public meetings have shown great public response. The Recreation Master Plan must be updated every five years to be eligible for grant funding.

City Manager Heydlauff stated that the Recreation Master Plan will be available online and the public is still able to comment during the 30-day comment period. City Manager Heydlauff reminded council that the Recreation Master Plan is different from the Master Plan which is also being updated by the Planning Commission.

Mayor Kurtz opened the item to public comment, none was heard.

Motion by Parr, second by Kalbfell to set a public hearing for the proposed 2022-2026 Recreation Master Plan for December 20, 2021 at 6 p.m. in Council Chambers at City Hall 210 State Street. Motion carried by unanimous voice vote.

7. All Other Actions & Requests

8. Reports & Communications

A. Public Comments

Richard Spring, ~~Council Member Elect~~ thanked Council Member Slater for his service to the community.

B. City Manager Comments

- The final construction of Park Avenue is underway, and the paving will occur weather permitting.
- Thanked the Recreation Department and volunteers for their hard work in making the haunted hike a huge success.
- Congratulated Council Member Slater and thanked him for serving the community.

C. Mayor and Council Comments

Council collectively thanked Council Member Slater for his service to the city and wished him well.

9. **Other Council Business**

Mayor Kurtz requested a joint meeting in December with the Planning Commission to review the topic of housing. Council concurred with his request and directed the City Manager to schedule the meeting.

10. **Adjourn**

Mayor Kurtz adjourned the meeting at 6:17 p.m.

Sarah J. Dvoracek	Deputy City Clerk	Luther Kurtz	Mayor
Special Accounts Payable – 10/21/2021			
AT&T	1,578.39	MUNICIPAL UNDERWRITERS OF MI	117,423.00
AT&T	71.65	PRIORITY HEALTH	44,071.16
AT&T LONG DISTANCE	10.68	STANDARD INSURANCE CO	3,103.33
AT&T MOBILITY	807.78	VSP INSURANCE CO. (CT)	524.70
CHARLEVOIX STATE BANK	10,310.70	WEX BANK	713.37
CHARTER COMMUNICATIONS	871.14	WEX BANK	6,298.36
DELTA DENTAL	3,258.32		
EQUITABLE FINANCIAL LIFE INSURANCE	1,182.70	TOTAL	196,846.12
GREAT LAKES ENERGY	207.45		
HOLIDAY STATIONSTORES LLC	2,224.39		
MUNETRIX LLC	4,189.00		
Regular Accounts Payable – 11/02/2021			
209 NETTLETON LLC	255.00	HARRELL'S LLC	180.00
AIRGAS USA LLC	81.18	HEYDLAUFF, MARK L.	50.00
AIS CONSTRUCTION EQUIPMENT	2,074.80	HILLING, NICHOLAS A.	50.00
ALPENA SUPPLY COMPANY	921.40	HYDE SERVICES LLC	326.74
AMAZON CAPITAL SERVICES	293.14	IPS GROUP INC	1,077.52
ANDERSON, ELIZABETH A.	50.00	KLOOSTER, ALIDA K.	50.00
ANZELL, BETH A.	50.00	KNORR, KENT J.	50.00
AT YOUR SERVICE PLUS	375.00	KSS ENTERPRISES	1,222.33
AVFUEL CORPORATION	58,141.70	LAKE CHARLEVOIX EMS AUTHORITY	32,206.50
BIOTECH AGRONOMICS INC	820.00	LITTLE TRAVERSE DISPOSAL LLC	22,973.92
BLARNEY CASTLE OIL CO	707.92	MATELSKI, KRISTEN L.	50.00
BRADFORD'S	29.25	MCDERMOTT, DENNIS J.	50.00
BROCK, AARON	50.00	McGINN, KELLY A.	50.00
BROWN MOTORS	1,547.99	MILLER, WILLIAM S.	50.00
BS& A SOFTWARE	1,230.00	NORTHWEST FIRE	183.00
BUTZEL LONG	129.00	PAUL'S METER TESTING LLC	3,452.05
CARQUEST OF CHARLEVOIX	2,485.04	PENINSULA FIBER NETWORK LLC	470.00
CINTAS	172.23	PLUNKETT COONEY	1,740.00
CINTAS CORPORATION	161.99	POWER LINE SUPPLY	3,929.81
CONWAY PROFESSIONAL SERVICES	5,624.00	POWER SYSTEM ENGINEERING	1,376.00
DELL MARKETING LP	1,332.40	PROVIDENCE FARM LLC	199.00
DeROSIA, PATRICIA E.	50.00	RESOLUTION G2 LLC	8,159.00
DOAN, GERARD P.	50.00	SASSE, SHAWN	65.00
DORAN, JUSTIN J.	50.00	SCHOLEY, ROBERT W.	50.00
DORTCH, LOU	50.00	SHARROW MASONRY INC	2,576.00
DOTSON, LINDSEY J.	50.00	SMITH, CHARLES	50.00
DVORACEK, SARAH	50.00	SPARTAN STORES LLC	119.54
EDGEWATER RESOURCES LLC	2,004.60	STRICKER'S OUTDOOR POWER EQUIP	329.10
ELHORN ENGINEERING COMPANY	1,135.00	STRIKER SUPPLY	44.00
ELLIOTT, PATRICK M.	50.00	SWANSON K & D INC	300.00
F.H. BLACK & COMPANY INCORPORATED	225.00	T.C. RECORD EAGLE	5.00
FASTENAL COMPANY	117.88	TREDROC TIRE SERVICES LLC	5,280.00
GATEHOUSE MEDIA MI HOLDINGS	868.72	UNIFIRST CORPORATION	582.36
GFL ENVIRONMENTAL	1,826.74	UNIVERSAL CREDIT SERVICES INC	12.80
GINOP SALES INC	544.40	UP NORTH ASSESSING INC	5,200.00
GOLDING, JOYCE M.	50.00	USA BLUE BOOK	1,024.58
GRAINGER	430.66	VECCHIE, JON	4,300.00
GRAND TRAVERSE DIESEL INC.	126.62	VILLAGE GRAPHICS INC	86.00
GRAND TRAVERSE GARAGE DOOR CO	1,441.25	WILBERT BURIAL VAULT CO	600.00
GRIFFITH, JOHN J	597.68	WURST, RANDALL W.	50.00
GRP ENGINEERING INC	4,988.78	WYMAN, MATTHEW A.	50.00
HACH COMPANY	180.26	ZAREMBA EQUIPMENT INC	123.60

ZIIBIMIJWANG INC	75.00	TOTAL	190,238.48
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ACH Payments – 10/18/2021 to 10/29/2021

MI PUBLIC POWER AGENCY	21,568.59	VANTAGEPOINT (ROTH IRA)	1,080.76
MI PUBLIC POWER AGENCY	21,674.82	MERS (DEFINED BENEFIT PLAN)	75,929.70
MI PUBLIC POWER AGENCY	284,181.98		
IRS (PAYROLL TAX DEPOSIT)	36,160.51	TOTAL	467,331.27
ALERUS FINANCIAL (HCSP)	350.00		
STATE OF MI (WITHHOLDING TAX)	5,348.14		
VANTAGEPOINT (401 ICMA PLAN)	957.68		
VANTAGEPOINT (457 ICMA PLAN)	20,079.09		

Payroll Net Pay – Check Date 10/29/2021

HEYDLAUFF, MARK L.	3,058.50	SCHWARTZFISHER, JOSEPH	1,180.42
DVORACEK, SARAH J.	2,239.35	BRADLEY, KELLY R.	1,443.83
GOLDING, JOYCE M.	1,920.62	HART II, DELBERT W.	1,586.72
DEROSIA, PATRICIA E.	698.86	JONES, ROBERT F.	1,434.92
DOTSON, LINDSEY J.	1,455.23	FARRELL, MITCHELL L.	1,406.30
KLOOSTER, ALIDA K.	1,787.52	THORP JR, WILLIAM D.	1,536.29
GOLOVICH, KAREN J.	997.95	LEITNER, RYAN S.	1,734.96
BARNEVELD, RICHELLE L.	1,209.79	FERGUSON, ROYCE L.	1,481.59
SCHULZ, GINNY L.	1,462.27	DORAN, JUSTIN J.	2,173.13
MILLER, FAITH G.	50.90	NEDWICK, DAVID J.	99.73
MCGINN, KELLY A.	1,662.58	FREY, DYLAN V.	669.11
SCHEEL, CRESTON R.	430.89	DOTSON, WILLIAM R.	310.12
DOAN, GERARD P.	2,428.13	FINNERTY, HOLLY E.	1,056.22
SCHOLEY, ROBERT W.	1,693.40	CRANDELL, ZACKARY R.	541.14
UMULIS, MATTHEW T.	968.74	FRANCE JR, JAMES A.	1,121.46
ORBAN, BARBARA K.	1,302.05	RABIDEAU, JACOB L.	796.14
RILEY, DENISE M.	450.08	KNORR, KENT J.	1,997.23
MUNK, CHRISTOPHER J.	1,307.28	ANZELL, BETH A.	1,364.84
SCHICK, TIELER R.	1,415.78	COFFEY, JASON J.	621.50
STEWART, MORGAN J.	1,344.07	DRENTH, DOUGLAS A.	302.40
MATELSKI, KRISTEN L.	1,388.85	GILL, DAVID R.	1,062.16
WESTRICK, AARON J.	155.06	LIVINGSTON, BRIAN D.	1,891.80
WURST, RANDALL W.	1,749.58	STANLEY, MARK J.	54.84
HILLING, NICHOLAS A.	1,474.38	KLOOSTER, PATRICK H.	421.80
MEIER III, CHARLES A.	1,515.01	WYMAN, MATTHEW A.	1,710.21
ZACHARIAS, STEVEN B.	1,388.32	MILLER, WILLIAM S.	998.72
NEWMAN, MARK J.	1,462.15	DOUGLAS, MARK	1,082.80
LOUGHMILLER, JOHN A.	1,636.29	MCCRANEY, RUSSELL R.	1,585.85
GRIFFITH, JOHN J.	2,993.90	FRATRICK, JOSEPH W.	398.72
EATON, BRAD A.	2,591.46	PAALMAN, STEPHEN J.	267.38
WILSON, TIMOTHY J.	2,761.23	WHITLEY, ANDREW T.	2,388.62
LAVOIE, RICHARD L.	2,258.90	MORRISON, KEVIN P.	1,667.86
STEVENS, BRANDON C.	2,789.76	MCDERMOTT, DENNIS J.	1,856.11
DRAVES, MARTIN J.	2,333.88	COX, RONALD L.	192.93
ANDERSON, ELIZABETH A.	1,322.90		
KENWABIKISE, DAVID L.	1,170.59	TOTAL	98,380.05
ELLIOTT, PATRICK M.	3,065.95		

Payroll Transmittal – 10/15/2021

4FRONT CREDIT UNION	785.00	DISCOVER BANK	274.17
AMERICAN FAMILY LIFE	479.51	EQUITABLE FINANCIAL LIFE INSURANCE	374.99
CA STATE DISBURSEMENT UNIT	92.19	MI STATE DISBURSEMENT UNIT	116.55
CHAR EM UNITED WAY	20.00	PRIORITY HEALTH	1,505.35
CHARLEVOIX STATE BANK	915.00		
COMMUNICATION WORKERS OF AMER	678.08	TOTAL	5,240.84

Tax Disbursement – 11/02/2021

CHARLEVOIX COUNTY TREASURER	3,939.06	CITY OF CHARLEVOIX - TAXES DUE	4,564.63
CHARLEVOIX PUBLIC SCHOOLS	7,994.93		
CHARLEVOIX PUBLIC SCHOOLS	422.14	TOTAL	17,946.73
CHARLEVOIX PUBLIC SCHOOLS	739.54		
CHARLEVOIX PUBLIC SCHOOLS	131.14		
CHARLEVOIX PUBLIC SCHOOLS	155.29		