

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

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

1. Pledge of Allegiance

2. Roll Call

Deputy Mayor: Aaron Hagen
Members Present: Janet Kalbfell, Greg Bryan, Richard Spring, Mark Knapp, Phil Parr
Members Absent: Mayor Luther Kurtz
City Manager: Mark L. Heydlauff
Deputy City Clerk: Sarah Dvoracek

3. Presentations

A. 2021 Airport Update

Matthew Wyman, Airport Manager stated the airport had their busiest year on record. The airport's fuel sales were increased by 35,000 gallons of jet fuel and 21,000 gallons of avgas. The expansion of the fuel farm has been a huge success.

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 – November 15, 2021
- B. Accounts Payable and Payroll Check Registers
 - a. Regular Accounts Payable Check Register – December 7, 2021
 - b. ACH Payments – November 22, 2021 to November 30, 2021
 - c. Payroll Check Register – November 24, 2021
 - d. Payroll Transmittal – November 24, 2021
 - e. Tax Disbursement – December 7, 2021
- C. MPPA Clean Energy Plan for \$90,000-Participation in the 2022 Clean Energy Program through Franklin Energy
- D. Airport Utility Vehicle-To Purchase a Bobcat UV34XL from M32 Enterprises for \$32,849.87

Deputy Mayor Hagen opened the item to public comment, none were heard.

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

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

Nays: None

6. Public Hearings & Actions Requiring Public Hearings

A. Set Public Hearing: Amendment to Membership of the Shade Tree and Parks Commission Ordinance

Deputy Mayor Hagen opened the item to public comment, none were heard.

Motion by Kalbfell second by Knapp to set a Public Hearing for Monday, December 20, 2021 at 6 pm in the Council Chambers of City Hall for the ordinance number 829 of 2021.

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

Nays: None

7. All Other Actions & Requests

A. Junior Main Street Igloo Proposal

City Manager Heydlauff suggested this year be a pilot year for the proposed igloo plan and that council set a firm end date for the removal of the igloos.

Deputy Mayor Hagen opened the item to public comment, two were heard.

Motion by Parr, second by Kalbfell, to approve the Junior Michigan Main Street Igloos Proposal as presented for a one-year pilot and the igloos shall be removed on April 1st.

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

Nays: None

8. Reports & Communications

A. Public Comments

- Mike Doherty stated his concerns about drivers speeding on Park Avenue
- Bob Timms questioned if the airport would be eligible for more funding from the FAA, a grant the Recreation Department received, and stated council should consider legacy costs in street projects

B. City Manager Comments

- Thanked City Staff for handling the power outage on Thanksgiving Day

C. Deputy Mayor and Council Comments

- Thanked the City Staff for their hard work clearing snow, the Electric Department for resolving the power outage on Thanksgiving Day, Junior Main Street for the proposal, and Matthew Wyman, Airport Manager for his report

9. **Other Council Business**

10. **Adjourn**

Deputy Mayor Hagen adjourned the meeting at 6:35 pm.

Sarah J. Dvoracek	Deputy City Clerk	Aaron Hagen	Deputy Mayor
Special Accounts Payable – 12/07/2021			
AT&T	1,580.28	RANGE TELECOMMUNICATIONS	160.00
AT&T LONG DISTANCE	32.09	STANDARD INSURANCE CO	3,299.33
AT&T MOBILITY	758.25	TELNET WORLDWIDE	215.09
CHARLEVOIX STATE BANK	4,458.66	TRANSUNION RISK AND ALTERNATIVE	75.00
CHARTER COMMUNICATIONS	897.58	VSP INSURANCE CO. (CT)	548.43
DELTA DENTAL	3,404.63	WEX BANK	333.18
GREAT LAKES ENERGY	201.07	WEX BANK	7,819.55
HOLIDAY STORES LLC	393.70	YIFTEE INC	1,000.00
MICHIGAN MUNICIPAL LEAGUE	75.00		
PRIORITY HEALTH	44,504.81	TOTAL	69,756.65
Regular Accounts Payable – 12/07/2021			
ABILITA	9,426.30	ENERCO CORPORATION	700.00
ACCUMED GROUP, THE	6,307.47	ETNA SUPPLY	325.00
AIRGAS USA LLC	83.28	FASTENAL COMPANY	124.75
ALL-PHASE ELECTRIC SUPPLY CO	598.38	FERGUSON, ROYCE L	218.00
AMAZON CAPITAL SERVICES	600.15	GATEHOUSE MEDIA MI HOLDINGS	276.84
ANDERSON, ELIZABETH A.	50.00	GFL ENVIRONMENTAL	2,096.35
ANZELL, BETH A.	50.00	GINOP SALES INC	380.59
AT YOUR SERVICE PLUS	822.41	GOLDING, JOYCE M.	50.00
ATLAS ELECTRIC INC	3,418.44	GORDON FOOD SERVICE	110.85
AVFUEL CORPORATION	21,436.46	GRAINGER	89.64
BALLARD'S PLUMBING AND HEATING	1,316.78	GREAT LAKES ELEVATOR LLC	800.00
BECKETT & RAEDER	2,595.00	GRIFFITH, JOHN J	169.84
BOB MATHERS FORD	615.00	GRP ENGINEERING INC	560.00
BOSS JR, DALE E.	422.92	HACH COMPANY	464.34
BRADFORD MASTER DRYCLEANERS	42.25	HART II, DELBERT W.	23.33
BRADLEY, KELLY R.	65.94	HEALTH DEPT OF NW MICHIGAN	263.00
CCP INDUSTRIES INC	294.30	HEYDLAUFF, MARK L.	50.00
CENTRAL DRUG STORE	243.58	HILLING, NICHOLAS A.	50.00
CHARLEVOIX ROD & GUN CLUB	130.00	HOTSYS OF MID MICHIGAN INC	161.40
CHARLEVOIX TOWNSHIP TREASURER	33,099.25	IPS GROUP INC	925.04
CINTAS	114.82	JACK DOHENY COMPANY	30.24
CINTAS CORPORATION	65.98	JEAKLE, JIM & REBECCA	1,943.92
CONWAY PROFESSIONAL SERVICES	5,865.00	K & J SEPTIC SERVICE LLC	300.00
CROSS III, JOHN H.	6,500.00	KASSBOHRER ALL TERRAIN VEHICLES	1,090.86
DECKER AGENCY	55.00	KIWANIS CLUB OF CHARLEVOIX	40.00
DEROSIA, PATRICIA E.	50.00	KLOOSTER, ALIDA K.	50.00
DERRER OIL & PROPANE CO	438.00	KNORR, KENT J.	50.00
DETROIT SALT COMPANY	7,298.33	KSS ENTERPRISES	407.70
DIGITAL DOLPHIN	169.95	LAKESHORE TIRE & AUTO SERVICE	25.00
DOAN, GERARD P.	50.00	LANDSCAPE FORMS INC	9,360.00
DORNBOS SIGN INC	95.57	LITTLE TRAVERSE DISPOSAL LLC	200.00
DOTSON, LINDSEY J.	56.50	MANTHEI CONSTRUCTION	3,958.91
DVORACEK, SARAH	334.57	MCDERMOTT, DENNIS J.	50.00
EJ USA INC.	257.56	MCGINN, KELLY A.	50.00
ELLIOTT, PATRICK M.	50.00	MICHAEL MURPHY IV PHOTOGRAPHY	625.00
ELLSWORTH FARMERS EXCHANGE	329.56	MICHIGAN ASSN OF MUNICIPAL CLERKS	60.00
ELMER'S CRANE AND DOZER INC	9,532.88	MICHIGAN OFFICEWAYS INC	568.72
EMERGENCY MEDICAL PRODUCTS	119.79	MIDTOWN DEVELOPMENT	97.00

MILLER, WILLIAM S.	50.00	SEELYE, SHANNA	10.00
MINERAL MASTERS	3,132.00	SIGMA-ALDRICH INC	396.50
MISS DIG 811	2,942.50	SOUND ENVIRONMENTS	520.00
MOORE, RICHARD	10.00	SPARTAN DISTRIBUTORS INC	1,629.28
MUSTAFA, KIM	150.00	SPARTAN STORES LLC	41.40
MUTT MITT	1,919.77	STATE AND MASON LLC	1,000.00
NCL OF WISCONSIN INC	181.60	STATE OF MICHIGAN	759.75
NORTHWEST ELECTRONICS & REPAIR	783.62	STATE OF MICHIGAN	270.00
NORTHWEST FIRE	167.00	TERMINAL SUPPLY CO	382.35
OHM ADVISORS	4,933.50	TOP LINE ELECTRIC LLC	7,579.25
OLESON'S FOOD STORES	13.67	TRUCK & TRAILER SPECIALTIES	343.52
OLSON BZDOK & HOWARD	1,837.25	UNIFIRST CORPORATION	1,284.34
PAUL'S METER TESTING LLC	3,961.00	UNIVERSAL CREDIT SERVICES INC	20.00
PENINSULA FIBER NETWORK LLC	470.00	UP NORTH ASSESSING INC	5,200.00
PHELPS SAW-MILL	120.00	USA BLUE BOOK	4,885.17
PLUNKETT COONEY	1,200.00	VILLAGE GRAPHICS INC	858.50
POWER LINE SUPPLY	5,065.37	WURST, RANDALL W.	50.00
POWER SYSTEM ENGINEERING	7,702.73	WYMAN, MATTHEW A.	50.00
PREIN & NEWHOF	3,579.00	YOUNG, KRISTEN L.	50.00
PVS TECHNOLOGIES INC	6,892.18	ZAREMBA EQUIPMENT INC	1,051.22
QUILL LLC	167.95	ZIXCORP	1,187.74
R & R PRODUCTS INC	1,128.62		
RCL CONSTRUCTION CO INC	56,576.90	TOTAL	270,351.42
SCHOLEY, ROBERT W.	50.00		

ACH Payments – 11/22/2021 to 11/30/2021

MI PUBLIC POWER AGENCY	1,218.40	MI PUBLIC POWER AGENCY	232,840.86
IRS (PAYROLL TAX DEPOSIT)	34,370.60	MI PUBLIC POWER AGENCY	22,876.40
ALERUS FINANCIAL (HCSP)	350.00	NEOFUNDS BY NEOPOST	2,000.00
STATE OF MI (WITHHOLDING TAX)	5,013.40	DTE ENERGY	68.43
VANTAGEPOINT (401 ICMA PLAN)	957.68		
VANTAGEPOINT (457 ICMA PLAN)	20,005.48	TOTAL	348,059.03
VANTAGEPOINT (ROTH IRA)	1,080.76		
MERS (DEFINED BENEFIT PLAN)	50,153.42		

Payroll Net Pay – Check Date 11/24/2021

HEYDLAUFF, MARK L.	3,058.49	SCHWARTZFISHER, JOSEPH	1,226.53
DVORACEK, SARAH J.	2,239.35	BRADLEY, KELLY R.	1,424.27
GOLDING, JOYCE M.	1,920.62	HART II, DELBERT W.	1,541.24
DEROSIA, PATRICIA E.	724.47	JONES, ROBERT F.	1,673.81
DOTSON, LINDSEY J.	1,382.05	FARRELL, MITCHELL L.	1,374.85
KLOOSTER, ALIDA K.	1,787.52	THORP JR, WILLIAM D.	1,856.03
GOLOVICH, KAREN J.	1,000.00	LEITNER, RYAN S.	1,773.15
BARNEVELD, RICHELLE L.	1,212.05	FERGUSON, ROYCE L.	1,633.73
SCHULZ, GINNY L.	1,462.27	DORAN, JUSTIN J.	2,173.13
MILLER, FAITH G.	30.55	NEDWICK, DAVID J.	464.94
MCGINN, KELLY A.	1,677.80	FREY, DYLAN V.	491.99
DOAN, GERARD P.	2,428.14	FINNERTY, HOLLY E.	818.80
SCHOLEY, ROBERT W.	1,595.68	CRANDELL, ZACKARY R.	261.73
UMULIS, MATTHEW T.	1,242.91	RABIDEAU, JACOB L.	741.34
ORBAN, BARBARA K.	1,245.64	KNORR, KENT J.	1,997.23
RILEY, DENISE M.	454.74	ANZELL, BETH A.	1,364.84
MUNK, CHRISTOPHER J.	1,307.28	MATTACK, JEFFREY C.	448.42
SCHICK, TIELER R.	1,409.90	BOSS, BEAU J.	792.79
STEWART, MORGAN J.	1,017.36	GILL, DAVID R.	798.88
YOUNG, KRISTEN L.	1,436.18	LIVINGSTON, BRIAN D.	1,002.72
WURST, RANDALL W.	1,301.75	KLOOSTER, PATRICK H.	153.29
HILLING, NICHOLAS A.	1,490.31	WYMAN, MATTHEW A.	1,805.34
MEIER III, CHARLES A.	1,639.79	MILLER, WILLIAM S.	1,065.31
ZACHARIAS, STEVEN B.	1,787.52	DOUGLAS, MARK	1,016.21
NEWMAN, MARK J.	1,558.27	MCCRANEY, RUSSELL R.	1,043.07
LOUGHMILLER, JOHN A.	1,457.03	FRATRICK, JOSEPH W.	280.47
GRIFFITH, JOHN J.	2,993.90	PAALMAN, STEPHEN J.	190.30
EATON, BRAD A.	2,427.57	WHITLEY, ANDREW T.	2,387.17
WILSON, TIMOTHY J.	2,797.89	MORRISON, KEVIN P.	1,661.77
LAVOIE, RICHARD L.	2,265.36	MCDERMOTT, DENNIS J.	105.72
STEVENS, BRANDON C.	2,799.21		
DRAVES, MARTIN J.	2,329.02	TOTAL	92,613.82
ANDERSON, ELIZABETH A.	1,325.37		
KENWABIKISE, DAVID L.	1,172.81		
ELLIOTT, PATRICK M.	3,065.95		

4FRONT CREDIT UNION	785.00	EQUITABLE FINANCIAL LIFE INSURANCE	386.22
AMERICAN FAMILY LIFE	521.59	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	690.93	TOTAL	4,940.64

Tax Disbursement – 12/07/2021

CHARLEVOIX COUNTY TREASURER	4,026.80	CHARLEVOIX PUBLIC SCHOOLS	158.74
CHARLEVOIX PUBLIC SCHOOLS	2,772.58	CITY OF CHARLEVOIX – TAX DUE	4,691.04
CHARLEVOIX PUBLIC SCHOOLS	431.56		
CHARLEVOIX PUBLIC SCHOOLS	756.02	TOTAL	12,971.16
CHARLEVOIX PUBLIC SCHOOLS	134.06		