

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, July 17, 2017 – 7:00 p.m.
Council Chambers, 210 State Street, Charlevoix, MI

The meeting was called to order at 7:00 p.m. by Mayor Luther Kurtz.

1. Pledge of Allegiance

2. Roll Call

Mayor: Luther Kurtz
Members Present: Councilmembers Shane Cole, Shirley Gibson, Aaron Hagen, Janet Kalbfell, Tom Oleksy, Leon Perron
Members Absent: None
City Manager: Mark Heydlauff
City Clerk: Joyce Golding

3. Presentations

4. Inquiry Regarding Conflicts of Interest

Mayor Kurtz stated that he would recuse himself from the hangar site plan approval.

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 – July 3, 2017 Regular Meeting
- B. Accounts Payable and Payroll Check Registers
 - a. Regular Accounts Payable Check Register – July 18, 2017
 - b. ACH Payments – July 3, 2017 to July 14, 2017
 - c. Payroll Check Register – July 14, 2017
 - d. Payroll Transmittal – July 14, 2017
- C. MML Workers Compensation Fund Board Election
- D. Request by Charlevoix Yacht Club for Free Parking – Nucore Triangle and Red Fox Regatta

CITY OF CHARLEVOIX
RESOLUTION NO. 2017-07-03
WAIVE PARKING FEES FOR CHARLEVOIX YACHT CLUB

WHEREAS, *the Charlevoix Yacht Club is hosting the Nucore Triangle Race on September 1 and the Red Fox Regatta on September 2–3, 2017; and*

WHEREAS, *the Charlevoix Yacht Club is requesting that parking fees be waived for the races; and*

WHEREAS, *the City Code permits the City Council to waive parking fees for special or public events.*

NOW THEREFORE BE IT RESOLVED, *that the City Council of the City of Charlevoix, hereby waives parking fees for the Nucore Triangle Race on September 1 and the Red Fox Regatta on September 2–3, 2017.*

RESOLVED *this 17th day of July, 2017 A.D.*

Resolution was adopted by the following yeas and nays vote:

Yeas: *Kalbfell, Perron, Cole, Gibson, Oleksy, Hagen*
Nays: *None*

Motion by Councilmember Hagen, second by Councilmember Gibson, to approve the Consent Agenda.
Yeas: *Kalbfell, Perron, Cole, Gibson, Oleksy, Hagen*
Nays: *None*

6. Public Hearings & Actions Requiring Public Hearings

7. All Other Actions & Requests

- A. Site Plan Approval: Sutton Hangar
Mayor Kurtz recused himself. Staff Planner Crafts stated that the applicant, Mr. Kermit Sutton, represented by Jim Malewitz, Performance Engineers, is proposing a 7,200 square foot non-commercial aviation hangar. The proposed development meets all requirements of the Zoning Ordinance and the Planning Commission has unanimously recommended approval with conditions. There are no public safety concerns with the proposal

Councilmember Gibson stated that the Airport Advisory Committee vetted the proposal and gave their approval.

Deputy Mayor Cole opened the item to public comment. There was no comment and the item was closed.

Motion by Councilmember Gibson, second by Councilmember Kalbfell, to approve Project 2017-07 SP with conditions.
Yeas: *Kalbfell, Perron, Gibson, Cole, Oleksy, Hagen*
Nays: *None*

Councilmember Gibson noted that the Planning Commission recommended that Council consider extending the sanitary sewer system throughout the entire Airport and consider designating future lease areas for development in the Airport's Master Plan, rather than approving space on a case-by-case basis.

- B. Sale of Fire Truck
Mayor Kurtz returned to the dais. City Manager Heydlauff stated that the City owns a 1998 tanker with a water tank leak and the repair cost is estimated at \$3,500. He stated that Chief Thorp believes the vehicle is unnecessary for our fire service needs and recommended that the tanker be sold on consignment with Firetec for a 10% commission. Chief Thorp noted that the sale will leave

the fleet with three serviceable tankers and suggested that proceeds from the sale could be set aside for future repairs on other equipment.

Mayor Kurtz opened the item to public comment. There was no comment and the item was closed.

Motion by Councilmember Kalbfell, second by Councilmember Oleksy, to authorize the City Manager to sign the Listing and Marketing Commission Agreement with Firetec and authorize the City Manager to sell the 1998 CSI Tanker at a reasonable market-based price.

Yeas: Kalbfell, Perron, Gibson, Cole, Oleksy, Hagen
Nays: None

8. Reports & Communications

A. Public Comments

Mike Doherty restated that very little was going on with Lake Michigan Beach Park cleanup. He felt that the progress on the park was questionable. He also restated that Park Avenue was the most dangerous street in the City from a safety perspective.

Shelly Langeweg questioned whether she could use her weed-wacker to cut down vegetation in the park. She agreed with Mr. Doherty. She noted that she heard positive comments regarding downtown businesses.

B. City Manager Comments

City Manager Heydlauff reported on the following:

- Proposal for the Chamber audio visual equipment is forthcoming
- Thanks to the DPW crew for their efforts preparing for Venetian
- Directional signage will be installed for Cross Fisheries and Grey Gables during the Venetian street closure
- Special Council meeting was requested for July 31st to consider infrastructure work

C. Mayor & Council Comments

Councilmember Kalbfell questioned the status of the Shade Tree Commission's park management plan and City Manager Heydlauff responded that the request for proposal for the design work should be issued in September.

Councilmember Gibson thanked the Clerk for researching meeting audio retention. Council agreed to continue with the current retention schedule as well as noting "for the record" during meetings when they would like specific comments included in the minutes. She also questioned when the County Prosecutor would do his job with regards to the August 2016 litigation involving illegal tree cutting at Michigan Beach Park.

Mayor Kurtz thanked City Staff and Chief Thorp for their assistance during Venetian.

9. Other Council Business

10. Adjourn

The Mayor adjourned the meeting at 7:22 p.m.

Joyce M. Golding	City Clerk	Luther Kurtz	Mayor
Regular Accounts Payable – 07/18/2017			
ABRAMOWSKI, DWAIN M.	100.00	GRIFFIN BEVERAGE CO	80.00
ACE HARDWARE	4,333.53	GUNTZVILLER, RHONDA	412.00
ALL-PHASE ELECTRIC SUPPLY CO.	894.21	HARRELL'S	1,029.72
AMERICAN WASTE INC.	3,185.20	HEP'S HOMEBAKED GRANOLA	7.00
APX INC.	50.82	HOBSON, PAMELA	100.00
AUTO VALUE	472.42	HYDRO CORP	515.00
AVFUEL CORPORATION	14,093.53	JACK DOHENY SUPPLIES INC	1,335.79
BEAN, PETER	25.14	JANE'S SASSY SALSA	90.00
BEAVER RESEARCH COMPANY	134.27	JESS CONSTRUCTION CO. INC.	3,315.00
BEIJO DE CHOCOLAT LLC	13.00	KMart	38.48
BELFY, RONALD	140.07	KSS ENTERPRISES	888.23
BERG, REBECCA	124.00	LOTTIE'S BAGELS	140.00
CARQUEST OF CHARLEVOIX	3,439.05	MACDONALD GARBER	350.00
CHAPDELAINE, EMILY	50.00	MCCARDEL CULLIGAN-PETOSKEY	50.00
CHARLEVOIX COUNTY	12,000.00	METTLER TOLEDO INC	649.44
CHARLEVOIX COUNTY TREASURER	306.15	MICHELS, CHRISTOPHER	150.00
CHARLEVOIX GLASS INC.	220.19	MICHIGAN MUSHROOM MARKET LLC	31.00
CHARLEVOIX SCREEN MASTERS INC	549.25	MICHIGAN OFFICEWAYS INC	2,232.87
CHARTER COMMUNICATIONS	1,012.56	NEALIS ENGINEERING	427.50
CHEMICAL SYSTEMS INC.	2,240.00	NORTH SEAS GALLERY	2,450.00
CINTAS CORPORATION	184.35	NORTHERN MICHIGAN DUST CONTROL	288.00
CINTAS CORPORATION #729	50.95	NORTHERN SAFETY CO INC	37.24
CITY OF CHARLEVOIX - UTILITIES	32,548.54	NORTHWEST DESIGN GROUP	2,275.00
COOK FAMILY FARMS	158.00	NOVUSOLUTIONS	5,700.00
CSI EMERGENCY APPARATUS LLC	285.00	NYE UNIFORM CO	213.31
DHASELEER, CARL	67.00	ORBAN, BARBARA K.	164.56
DISTRICT 21 SOFTBALL	100.00	O'REILLY AUTOMOTIVE INC	12.99
DITCH WITCH SALES OF MICHIGAN	859.88	OSTLUND PEST CONTROL LLC	425.00
DORNBOS SIGN INC.	8,269.91	PARASTAR INC.	1,017.07
ELLSWORTH FARMER'S EXCHANGE	256.00	PERFORMANCE ENGINEERS INC	7,039.44
EMERGENCY MEDICAL PRODUCTS INC	430.20	PETOSKEY BAND BOOSTERS	2,000.00
EMMET BRICK & BLOCK	529.47	POLYDYNE INC	506.00
ENERGIS HIGH VOLTAGE RESOURCES C	1,133.00	POND HILL FARM LLC	224.00
FAMILY FARM & HOME	593.36	PRATER DAY	1,000.00
FARMER WHITE'S	102.00	PRESTON FEATHER	1,653.93
FASTENAL COMPANY	73.27	PRO WEB MARKETING LLC	20.00
FISHER SCIENTIFIC	1,131.17	PROFESSIONAL SOFTWARE & SERVICES	305.00
FREEDOM MAILING SERVICES INC.	2,280.42	PROVIDENCE FARM LLC	321.00
GELDERBLOM, PAUL	25.00	PURITY CYLINDER GASES INC	158.83
GERBER HOMEMADE SWEETS	66.00	PVS TECHNOLOGIES INC	5,940.56
GORDON FOOD SERVICE	41.97	QUICK CARE MEDICAL CENTER	98.00
GREAT LAKES ELEVATOR LLC	1,550.00	R & R PRODUCTS INC	95.09

RANGE TELECOMMUNICATIONS	152.40	SWANSON K & D INC	4,750.00
RESIDEX LLC	149.94	SYLVESTER, JAMIE	75.00
REVOLUTION BIKE LLC	552.48	SYSTEMS SPECIALISTS INC	1,200.00
ROCKY TOP FARMS	33.00	THE MOXIE STRINGS	1,200.00
RUSTIC BAKER	28.00	TRI-TURF	240.00
S&W HEALTHCARE CORPORATION	234.93	UNITED STATES PLASTIC CORP.	168.45
SEARS COMMERCIAL ONE	509.99	UP NORTH PROPERTY SERVICES LLC	4,437.00
SHARROW MASONRY INC	6,105.50	USA BLUE BOOK	1,526.92
SHINDORF BUILDERS	1,203.00	VILLAGE GRAPHICS INC.	140.00
SIEGRIST, DAVID	54.00	WASHBURN, BRENDA	50.00
SITE ONE LANDSCAPE SUPPLY	218.24	WATTA COOKIE LLC	13.00
SNAP-ON	239.90	WILBERT BURIAL VAULT CO	336.64
SOS ANALYTICAL	550.00	WINNIE'S ORIGINAL LLC	13.00
SPARTAN DISTRIBUTORS INC	216.34	WITTHOEFT, CHARLES	150.00
SUPERIOR MECHANICAL	1,116.44	WORK & PLAY SHOP	252.09
SWANK MOTION PICTURES	363.00	TOTAL	164,185.19

ACH Payments – 07/03/2017 to 07/14/2017

MI PUBLIC POWER AGENCY	18,618.39	ALERUS FINANCIAL (HCSP)	420.00
PAYMENT SERVICE NETWORK	236.90	STATE OF MI (WITHHOLDING TAX)	5,952.48
STATE OF MI (SALES TAX)	21,329.45	VANTAGEPOINT (401 ICMA PLAN)	713.94
MI PUBLIC POWER AGENCY	11,964.07	VANTAGEPOINT (457 ICMA PLAN)	13,016.80
DTE ENERGY	2,181.82	VANTAGEPOINT (ROTH IRA)	961.53
IRS (PAYROLL TAX DEPOSIT)	41,392.18	TOTAL	116,787.56

Payroll Net Pay – Pay Period Ending 07/08/2017 (Paid 07/14/2017)

GIBSON, SHIRLEY J.	710.12	HAWKINS, JAMES S.	419.80
PERRON, LEON R.	427.93	MCGHEE, ROBERT R.	980.51
KURTZ, LUTHER J.	794.21	ALDEN, CAMDEN D.	557.52
HAGEN, AARON W.	385.56	MUMICH, BARRY J.	555.70
OLEKSY, THOMAS M.	378.82	CRANDELL, ZACKARY R.	598.71
KALBFELL, JANET P.	397.10	LEITNER, RYAN S.	725.48
WELLER, LINDA JO	1,499.87	FERGUSON, ROYCE L.	679.93
HEYDLAUFF, MARK L.	2,445.18	BOSS, SHERRY M.	368.36
GOLDING, JOYCE M.	1,132.69	KIRINOVIC, THOMAS F.	707.10
DEROSIA, PATRICIA E.	932.48	STEBE, LAURA A.	60.03
DOTSON, LINDSEY J.	1,421.14	SROUFE, MARC E.	175.70
LOY, EVELYN R.	1,050.16	SROUFE, PAMELA B.	180.97
KLOOSTER, ALIDA K.	1,763.44	MILAN, JANE E.	1,092.80
GOLOVICH, KAREN J.	970.67	ANZELL, BETH A.	591.96
SPENCLEY, PATRICIA L.	1,003.67	BERNIER, RACHEL M.	624.15
MILLER, FAITH G.	58.50	MACGILLIVRAY, RAYMOND L.	532.03
LEESE, MERRI C.	523.99	DIXON, MIKAYA S.	445.32
MCGINN, KELLY A.	1,618.00	MILAN, BAC P.	567.60
JONES, JANET M.	496.47	HOLECHECK, JENNACA R.	667.71
DOAN, GERARD P.	1,603.59	LABELLE, DAVIS B.	343.36
SCHLAPPI, JAMES L.	1,085.18	BAILEY, ALYSSA M.	447.86
UMULIS, MATTHEW T.	1,431.33	HEID, THOMAS J	1,299.22
HANKINS, SCOTT A.	1,486.24	LEESE, ALAN K.	445.08
ORBAN, BARBARA K.	1,375.91	HART, DAVID R.	80.80
TRAEGER, JASON A.	1,341.78	GRUNCH, RONALD J.	373.84
FLICKEMA, ANDREW M.	1,645.71	DAVIS, RONALD L.	192.06
MATELSKI, KIMBERLY A.	1,188.90	FAIRCHILD, GALEN W.	455.18
RILEY, DENISE M.	504.62	DAKROUB, JOSEPH E.	327.03
EVANS JR, HALBERT K.	1,470.62	MASSON, DONALD J.	475.56
KLOOSTER, PATRICK H.	1,050.59	KUSINA, DENNIS W.	279.72
BINGHAM, LARRY E.	953.53	LABLANCE, MAUREEN J.	312.12
ENGSTROM, TYLER A.	600.58	LIVINGSTON, BRIAN D.	829.93
WARNER, PAYTON J.	879.83	VANLOO, JOSEPH G.	899.31
MATELSKI, RYAN G.	849.92	WYMAN, MATTHEW A.	1,725.04
GREENE, GLORIA C.	645.24	BOSS, RYDER S.	978.15
DAVIS, LEAH R.	645.24	MILLER, WILLIAM S.	1,344.57
TELGENHOF, WILL G.	760.38	HOUSER, JAMES F.	641.60
WILLIAMS, BRANDON S.	479.25	DOUGLAS, MARK	673.74
GREYERBIEHL, KELLY M.	689.10	MITCHELL, JACOB A.	293.13
WURST, RANDALL W.	998.40	TRAVERS, MANUEL J.	1,864.75
MAYER, SHELLEY L.	1,905.42	STEVENS, JEFFREY W.	164.23
HILLING, NICHOLAS A.	1,248.66	RILEY, CASEY W.	430.84
MEIER III, CHARLES A.	1,615.87	JONES, LARRY M.	1,134.20
ZACHARIAS, STEVEN B.	1,393.99	FLORE, ROBERT A.	1,110.87
EATON, BRAD A.	1,908.65	WILLSON, BRENDA R.	250.52
WILSON, TIMOTHY J.	2,248.94	BEAN, PETER J.	591.14
LAVOIE, RICHARD L.	1,630.19	FENNELL, DREW M.	215.85
STEVENS, BRANDON C.	1,930.24	SILVA, JESSE L.A.	60.79
DRAVES, MARTIN J.	1,915.28	RILEY, DANIEL A.	325.16
BROWN, STEPHANIE C.	1,042.18	COLE, SHANE	674.15
ANDERSON, ELIZABETH A.	1,151.81	GERBER, SAMUEL A.	46.17
ELLIOTT, PATRICK M.	2,004.05	KLINGER, LUCAS D.	453.96
SCHWARTZFISHER, JOSEPH L.	944.30	KLINGER, BRADLEY W.	568.48
BRADLEY, KELLY R.	1,290.33	WILLIAMS, SYDNEY K.	615.56
HART II, DELBERT W.	1,508.98	SWEM, DONALD L.	1,878.07
JONES, ROBERT F.	1,232.87	WHITLEY, ANDREW T.	2,130.79
DORAN, JUSTIN J.	1,564.86	MORRISON, KEVIN P.	1,461.23
FARRELL, MITCHELL L.	1,414.09	JOHNSON, STEVEN P.	1,436.74
MANKER JR, DAVID W.	379.00	BISHAW, JAMES H.	619.01
MANKER SR, DAVID W.	509.52	WITTHOEFT, LUKILA F.	514.57
BECKER, MICHAEL S.	722.23	RITTER, DAVID M.	476.75
NEDWICK, DAVID J.	254.89	PETERSON, BENJAMIN D.	548.69
FREY, DYLAN V.	440.56	GILL, DAVID R.	1,038.99
SHEPARD, ZACHARY N.	555.78	MATTER, DAWSON K.	1,358.37
HART III, DELBERT W.	557.52		
SLADEK, RYLYNN S.	217.98	TOTAL	114,202.69

Payroll Transmittal – 07/14/2017			
4FRONT CREDIT UNION	277.69	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	191.88	COMMUNICATION WORKERS OF AMER	516.80
AMERICAN FAMILY LIFE	447.24	MI STATE DISBURSEMENT UNIT	401.83
BARRY COUNTY TRIAL COURT	20.00	POLICE OFFICERS LABOR COUNCIL	251.25
CHAR EM UNITED WAY	59.00	PRIORITY HEALTH	1,938.69
CHARLEVOIX STATE BANK	1,259.62	TOTAL	5,514.00