

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Tuesday, July 5, 2016 – 7:00 p.m.

210 State Street, City Hall, Council Chambers, Charlevoix, MI

The meeting was called to order at 7:00 p.m. by Mayor Gabe Campbell.

1. Pledge of Allegiance

2. Roll Call

Mayor: Gabe Campbell
Members Present: Councilmembers Shane Cole, Shirley Gibson, Aaron Hagen, Luther Kurtz, Leon Perron, Bill Supernaw
Members Absent: None
City Manager: Mark Heydlauff
City Clerk: Joyce Golding

3. Presentations

None.

4. Inquiry Regarding Conflicts of Interest

Councilmember Kurtz recused himself from the Airport Parking Agreement discussion.

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 – June 20, 2016 Regular Meeting
- B. Special Accounts Payable Check Register – June 23, 2016
- C. Special Accounts Payable Check Register – June 27, 2016
- D. Regular Accounts Payable Check Register – July 6, 2016
- E. ACH Payments – June 20, 2016 to July 1, 2016
- F. Payroll Check Register – July 1, 2016
- G. Payroll Transmittal – July 1, 2016
- H. Tax Disbursement – July 6, 2016
- I. Resignation of Greg Stevens – Housing Commission
- J. Charlevoix Yacht Club Request for Free Parking at Launch Ramp

Motion by Councilmember Gibson, second by Councilmember Hagen, to approve the Consent Agenda.

Yeas: Supernaw, Hagen, Kurtz, Perron, Gibson, Cole
Nays: None
Absent: None

6. Public Hearings & Actions Requiring Public Hearings

None.

7. All Other Actions & Requests

A. Airport Parking Agreement

Airport Manager Myer proposed to have Island Airways collect parking fees on our behalf. Many of those buying passes fly with them from our terminal. Especially during the winter, it requires one of our staff members to stay until they finish flying for the day in order to collect parking passes. By having Island Airways collect the fees and reimburse us, we reduce the need to staff the terminal during the quieter months at the airport. Under this agreement, Island Airways would keep 30% of the parking pass revenue and would be responsible for providing a monthly reconciled revenue report. The agreement will be reconsidered in April 2017.

Councilmember Cole asked when this would take effect and Airport Manager Myer replied she would transition the process to Angel Welke in the near future. Airport Manager Myer confirmed for Councilmember Supernaw that Island Airways is agreeable with the proposal.

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

Motion by Councilmember Supernaw, second by Councilmember Gibson, to approve the Airport Parking Agreement and authorize the City Manager and Airport Manager to sign the agreement with Island Airways.

Yeas: Supernaw, Hagen, Perron, Gibson, Cole
Nays: None
Absent: None
Abstain: Kurtz

B. Tennis and Basketball Court Improvements

Recreation Director Kirinovic recalled that we included \$100,000 in this year's budget to resurface the tennis courts. A tennis court surface specialist from Traverse City inspected the courts and recommended a crack-filling treatment that is less expensive. He stated that this treatment could be applied this fall, but would recommend waiting until spring. This same treatment can be used to remove cracks in the basketball courts at Ferry Beach and would be a good way to extend their life as well.

Councilmember Gibson questioned whether the tennis courts are usable this summer and Recreation Director Kirinovic responded that two courts are serviceable. Recreation Director Kirinovic responded to additional questions from Council citing local community references, the lack of a local contractor that could do the same work and estimating 5-7 year lifespan of the treatment.

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

Motion by Councilmember Gibson, second by Councilmember Kurtz, to approve Hentco Tennis Court Specialist to repair the tennis courts for a cost not to exceed \$37,438 and to repair the Ferry Beach basketball courts for a cost not to exceed \$8,988.

Yeas: Supernaw, Hagen, Kurtz, Perron, Gibson, Cole
Nays: None
Absent: None

C. Mt. McSaubu Ad-hoc Committee

City Manager Heydlauff recalled that Council asked Staff to consider whether and how a "Friends of Mt. McSaubu" group might be formed and what purpose it might serve. Staff recommended that Council consider defining a clear purpose and advisory realm for the group, giving the group a timeline at startup, and focus on a balanced representation of stakeholders for the group.

Mayor Campbell commented that he was happy with the Recreation Director and the Recreation Advisory Committee (RAC), and wondered what topics would be addressed with the new group that could not be handled by the RAC. Recreation Director Kirinovic responded that he would want to ensure that the membership and work of the RAC was respected. He felt that the key is to define the purpose of the group.

Councilmember Gibson commented that we already have the RAC and questioned whether there was something wrong at Mt. McSaubu that needs to be addressed by this new group. Councilmember Kurtz responded that there are people of differing viewpoints regarding the use of McSaubu and he cited the Food Truck Committee as a good example of members with different opinions finding a common ground for the greater good. He agreed with Staff's recommendation of a diverse membership for the group. Recreation Director Kirinovic commented that communication is important in resolving differences.

Councilmember Hagen questioned whether the RAC received feedback from other recreational areas and Recreation Director Kirinovic responded that the RAC is willing to receive feedback or information regarding a particular area, but seldom receives any. He stated that there is an avenue for communication with the RAC or his office and agreed with Councilmember Kurtz's assessment that somehow communication is missing involving Mt. McSaubu.

Councilmembers Cole and Perron suggested that interested parties should contact the RAC with their ideas and suggestions. Mayor Campbell questioned whether the RAC should set a public hearing and City Manager Heydlauff proposed that bringing interested parties together in a meeting may be a more productive approach.

Discussion continued involving various options available. Opinions continued to be voiced regarding the pros and cons of a new group as well as its membership and mission.

Mayor Campbell opened the item to public comment.

John Campbell, 309 E. Dixon Avenue, recalled the inception of the Mt. McSaubu ski hill, the Recreation Advisory Committee and the creation of the disc golf course. He announced that the Conservation Easement Committee will hold public forums this fall. Mr. Campbell did not see the need for the committee.

The item was closed to the public.

Motion by Councilmember Kurtz, second by Councilmember Cole to ask Tom [Kirinovic] and Mark [Heydlauff] to put feelers out for interested user groups that may be interested in participating in the committee that would discuss how we are going to communicate with people about the park and how we move forward with the park as well as consulting with the RAC.

Councilmember Perron was not in favor of the committee and stated that they should let the RAC do their job. The RAC's potential perception of the new committee was discussed.

City Manager Heydlauff questioned whether Council would like Staff to create a written plan which included membership for their review at the next meeting. Council agreed.

Motion withdrawn.

8. Reports & Communications

A. Public Comments

Bob Timms suggested that the proposed playground at Michigan Beach should be stopped now that we have a new playground at the Library.

B. City Manager Comments

City Manager Heydlauff thanked those who made the Dale Boss Memorial Celebration a success. The St. Marys Challenger propeller will be delivered tomorrow morning. He also thanked the Huffman Foundation for a \$15,000 contribution to the bike share program.

C. Mayor & Council Comments

Mayor Campbell commended the administration and DPW departments for their good work on the street projects and maintenance. Councilmember Perron concurred. City Manager Heydlauff stated that the Shade Tree Commission has not decided on a firm plan yet for Park Avenue improvements.

9. Other Council Business

A. City Manager Evaluation – Closed Session pursuant to MCL 15.268 8(a)

Motion by Councilmember Cole, second by Councilmember Perron, to meet in Closed Session under Section 15.268 8(a) of the Open Meetings Act, personnel evaluation of a public officer.

Yeas: Supernaw, Hagen, Kurtz, Perron, Gibson, Cole
Nays: None
Absent: None

Council moved into Closed Session at 7:57 p.m. Council resumed Open Session at 8:22 p.m.

Motion by Councilmember Kurtz, second by Councilmember Cole, to extend the City Manager's [employment] contract by one year effective July 27, 2016.

Yeas: Supernaw, Hagen, Kurtz, Perron, Gibson, Cole
Nays: None
Absent: None

10. Adjourn

Motion by Councilmember Hagen second by Councilmember Kurtz, to adjourn. Motion passed by unanimous voice vote. Meeting adjourned at 8:25 p.m.

Joyce M. Golding	City Clerk	Gabe Campbell	Mayor
Special Accounts Payable – 06/23/2016			
AT&T LONG DISTANCE	39.73	METLIFE SMALL BUSINESS CENTER	740.08
AT&T MOBILITY	96.09	PRIORITY HEALTH	39,305.70
BERGER CHEVEROLET	15,357.50	SPOK INC	699.44
CHARLEVOIX STATE BANK	10,332.38	VERIZON WIRELESS	56.74
DELTA DENTAL	3,915.10	VISION SERVICE PLAN	489.49
GREAT LAKES ENERGY	210.59	TOTAL	71,242.84
Special Accounts Payable – 06/27/2016			
CHARTER COMMUNICATIONS	784.05	P.K. CONTRACTING	2,640.00
KELLEY'S CUSTOM TRAILERS	1,895.00	TOTAL	5,319.05
Regular Accounts Payable – 07/06/2016			
ABRAMOWSKI, DWAIN M.	25.00	LOTTIE'S BAGELS	175.00
AIRGAS USA LLC	194.40	MAYER, SHELLEY L.	41.00
AMERICAN TOTAL SECURITY INC	988.40	McGINN, KELLY	41.00
ANDY'S CLEANING SYSTEMS	135.30	MDC CONTRACTING LLC	342,712.93
ARCADIA BENEFITS GROUP INC	25.00	MICHIGAN MUNICIPAL LEAGUE	3,222.82
ASPLUNDH TREE EXPERT CO	12,572.00	MID-AMERICAN RESEARCH CHEMICAL	216.61
AVFUEL CORPORATION	52,361.45	MILAN, JANE	18.53
BAKER COLLEGE OF CADILLAC	250.00	MYER, ELIZABETH A.	41.00
BARUZZINI GENERAL CONTRACTORS	2,895.00	NEALIS ENGINEERING	2,500.00
BEIJO DE CHOCOLAT LLC	19.00	NORTHERN FIRE & SAFETY INC.	474.00
BOB MATHERS FORD	381.76	NORTHERN SAFETY CO INC	53.99
BRADY'S CARPET CLEANING	295.00	NORTHWEST DESIGN GROUP	967.50
CENTRAL ST INDEMNITY CO OF OMAHA	67.67	NORWOOD FARM LLC	9.00
CHARLEVOIX AGENCY	723.24	OLSTROM EXCAVATING AND PAVING	420.00
CHARLEVOIX CONVENTION &	3,000.00	PANOFF, ZACH	41.00
CHARLEVOIX SCREEN MASTERS INC	1,963.75	PERFORMANCE ENGINEERS INC	11,520.25
CHARLEVOIX TOWNSHIP	15.00	PETOSKEY BAND BOOSTERS	2,000.00
CHARLEVOIX VENETIAN FESTIVAL	15,000.00	PETOSKEY NEWS-REVIEW	182.25
CHEMICAL SYSTEMS INC.	1,912.00	PLUNKETT & COONEY	3,582.84
CHEMSEARCH	377.24	POLLARD WATER	102.71
CINTAS CORPORATION	101.62	POND HILL FARM LLC	161.00
CINTAS CORPORATION #729	46.84	POWER LINE SUPPLY	4,160.00
COOK FAMILY FARMS	144.00	PREFERRED WASTE 2 LLC	120.00
CSI EMERGENCY APPARATUS LLC	3,762.95	PREIN & NEWHOF	50,722.59
DCASSESSING SERVICES	4,371.08	PURITY CYLINDER GASES INC	20.70
DeROSIA, PATTY	59.57	PVS TECHNOLOGIES INC	6,363.78
DHASELEER, CARL	49.00	RAVLICH, CHRISTINA	100.00
DISTRICT 21 SOFTBALL	100.00	RESIDEX LLC	678.30
DOAN, GERARD	41.00	RICK-BIDDICK, MICHELLE	1,848.22
DORNBOS SIGN INC.	208.53	ROAD WEASEL ENTERPRISES LLC	10.00
EJ USA INC.	1,671.77	ROLOFF, ROBERT	41.00
ELLIOTT, PATRICK M.	41.00	RUSTIC BAKER	52.00
ELLSWORTH FARMER'S EXCHANGE	197.79	S.A. MORMAN & CO.	74.17
EMERGENCY MEDICAL PRODUCTS INC	199.90	SCORSONE, MICHELLE	33.54
EMMET COUNTY SHERIFF'S OFC	300.00	SEARS COMMERCIAL ONE	499.98
EVANS, HAL	41.00	SECURITY SANITATION INC.	95.00
FARMER WHITE'S	117.00	SHARROW MASONRY INC	2,037.25
FASTENAL COMPANY	39.16	SHORELINE POWER SERVICES INC.	3,472.50
FISHER SCIENTIFIC	741.15	SHULMAN, NEZA	140.00
FLOTATION DOCKING SYSTEMS INC.	5,651.11	SITE PLANNING DEVELOPMENT INC	1,778.00
GELDERBLOM, PAUL	25.00	SOUND ENVIRONMENTS	651.50
GERBER HOMEMADE SWEETS	47.00	SPARTAN DISTRIBUTORS INC	88.95
GINOP SALES INC	221.58	SPECTER INSTRUMENTS	395.00
GUNTZVILLER, RHONDA	277.00	SPENCLEY, PATTI	371.48
HACH COMPANY	976.92	SPRINGFIELD INC.	945.00
HAGGARD'S INC	2,715.14	STANDARD ELECTRIC CO	353.50
HANKINS, SCOTT	41.00	STATE OF MICHIGAN	345.00
HARDY DIAGNOSTICS	177.21	STATE OF MICHIGAN	280.00
HARRELL'S	1,833.44	STOPPEL, SARAH LOUISE	21.77
HEID, THOMAS J.	41.00	SUPERNAW, BILL	29.70
HEP'S HOMEBAKED GRANOLA	53.00	SWEM, DONALD L.	41.00
HEYDLAUFF, MARK L	41.00	SYSTEMS SPECIALISTS INC	150.00
HI-LINE	330.11	TERMINAL SUPPLY CO	338.31
IDEXX DISTRIBUTION INC.	1,074.57	UP NORTH PROPERTY SERVICES LLC	3,463.00
INTELLIGENT PRODUCTS INC	1,586.36	USA BLUE BOOK	213.89
JACK DOHENY SUPPLIES INC	495.77	VILLAGE GRAPHICS INC.	259.15
JESS CONSTRUCTION CO. INC.	2,670.00	WELLER, LINDA	41.00
KELLERVILLE	450.00	WPS TRICARE FOR LIFE	179.86
KIRINOVIC, THOMAS	76.18	WURST, RANDALL W.	41.00
KLOOSTER, ALIDA K.	41.00	WYMAN, MATTHEW A.	41.00
KMart	18.87		
KSS ENTERPRISES	1,030.48	TOTAL	574,288.88
ACH Payments – 06/20/2016 to 07/01/2016			
MI PUBLIC POWER AGENCY	17,446.32	STATE OF MI (WITHHOLDING TAX)	5,314.92
MI PUBLIC POWER AGENCY	16,921.40	VANTAGEPOINT (401 ICMA PLAN)	699.94
MI PUBLIC POWER AGENCY	189,934.47	VANTAGEPOINT (457 ICMA PLAN)	12,419.25
IRS (PAYROLL TAX DEPOSIT)	36,478.78	VANTAGEPOINT (ROTH IRA)	721.53
ALERUS FINANCIAL (HCSP)	420.00	TOTAL	280,356.61

Payroll Net Pay – Pay Period Ending 06/25/2016 (Paid 07/01/2016)			
CAMPBELL, GABRIEL M.	828.84	MANKER JR, DAVID W.	508.66
GIBSON, SHIRLEY J.	554.47	MANKER SR, DAVID W.	733.16
PERRON, LEON R.	394.91	BECKER, MICHAEL S.	607.39
KURTZ, LUTHER J.	431.73	SHEPARD, ZACHARY N.	559.62
SUPERNAW, WILLIAM J.	500.99	MCGHEE, ROBERT R.	1,131.33
HAGEN, AARON W.	397.10	STANTS, JACOB W.	537.40
WELLER, LINDA JO	1,481.57	BLOOMER, GABRIELLE J.	487.70
HEYDLAUFF, MARK L.	2,402.53	STEWART, SAMUEL D.	478.20
GOLDING, JOYCE M.	1,082.62	SMITH, ALEXIS M.	470.07
DEROSIA, PATRICIA E.	894.15	ALDEN, CAMDEN D.	451.88
LOY, EVELYN R.	1,029.15	MUMICH, BARRY J.	399.24
KLOOSTER, ALIDA K.	1,750.97	SKROCKI, JACOB D.	221.09
GOLOVICH, KAREN J.	960.42	KIRINOVIC, THOMAS F.	600.14
SPENCLEY, PATRICIA L.	1,051.59	STEBE, LAURA A.	286.75
PANOFF, ZACHARY R.	1,180.04	BITELY, KATHERINE A.	376.34
MILLER, FAITH G.	30.10	MILAN, JANE E.	951.84
LEESE, MERRI C.	389.77	KIRINOVIC, CHANDLER E.	539.55
MCGINN, KELLY A.	1,492.91	BERNIER, RACHEL M.	677.00
JONES, JANET M.	486.96	MACGILLIVRAY, RAYMOND L.	620.87
DOAN, GERARD P.	1,558.33	SABSOOK, SARA E.	644.44
SCHLAPPI, JAMES L.	890.62	RAMSEY, BURKE H.	80.41
UMULIS, MATTHEW T.	1,370.65	PARKER-DROST, HERO	551.32
HANKINS, SCOTT A.	1,578.22	HOLECHECK, JENNACA R.	568.39
ORBAN, BARBARA K.	1,129.67	HEID, THOMAS J	1,272.04
TRAEGER, JASON A.	1,103.81	LEESE, ALAN K.	522.89
FLICKEMA, ANDREW M.	1,539.75	GRUNCH, RONALD J.	337.53
MATELSKI, KIMBERLY A.	1,118.59	DAVIS, RONALD L.	220.89
EVANS JR, HALBERT K.	1,468.90	FAIRCHILD, GALEN W.	239.89
KLOOSTER, PATRICK H.	745.12	DAKROUB, JOSEPH E.	316.86
BEARINGER, ASHLEY L.	849.54	MASSON, DONALD J.	559.62
ENGSTROM, TYLER A.	645.52	KUSINA, DENNIS W.	179.72
GROSBERG, ASHLEY M.	849.54	LABLANCE, MAUREEN J.	186.26
SOFIA, KELSEY L.	756.64	MYER, ELIZABETH A.	1,881.12
VANLOO, JORDAN C.	732.58	VANLOO, JOSEPH G.	912.39
GREENE, GLORIA C.	571.76	WYMAN, MATTHEW A.	1,116.55
DAVIS, LEAH R.	571.76	SCHRADER, LOU ANN	677.84
TELGENHOF, WILL G.	692.38	BOSS, RYDER S.	567.34
WILLIAMS, BRANDON S.	382.21	MILLER, WILLIAM S.	1,244.12
GREYERBIEHL, KELLY M.	601.00	HOUSER, JAMES F.	413.45
ROLOFF, ROBERT P.	1,674.13	JONES, LARRY M.	10.05
RILEY, DENISE M.	466.68	TRAVERS, MANUEL J.	96.24
WURST, RANDALL W.	1,551.63	RILEY, DANIEL A.	60.57
MAYER, SHELLEY L.	1,602.55	COLE, SHANE	547.17
HILLING, NICHOLAS A.	1,336.96	GERBER, SAMUEL A.	27.70
MEIER III, CHARLES A.	1,199.07	KLINGER, LUCAS D.	424.88
ZACHARIAS, STEVEN B.	1,600.39	WILLIAMS, SYDNEY K.	521.24
EATON, BRAD A.	1,897.32	SWEM, DONALD L.	1,833.27
WILSON, TIMOTHY J.	2,190.96	WHITLEY, ANDREW T.	1,777.41
LAVOIE, RICHARD L.	1,625.77	MORRISON, KEVIN P.	1,323.74
STEVENS, BRANDON C.	1,722.16	HODGE, MICHAEL J.	1,320.71
DRAVES, MARTIN J.	1,558.64	JOHNSON, STEVEN P.	1,172.01
BROWN, STEPHANIE C.	883.17	BISHAW, JAMES H.	633.96
SOMERVILLE, DAVID A.	1,116.75	PETERS, MEGAN M.	655.53
ELLIOTT, PATRICK M.	1,961.37	GILL, DAVID R.	1,357.20
SCHWARTZFISHER, JOSEPH L.	1,113.91	TODD, RICHARD D.	317.50
BRADLEY, KELLY R.	1,275.12	MORGRIDGE, JAMES D.	411.07
HART II, DELBERT W.	1,478.39	STEVENS, JEFFREY W.	204.77
JONES, ROBERT F.	1,332.59		
DORAN, JUSTIN J.	1,550.77	TOTAL	101,462.06

Payroll Transmittal – 07/01/2016			
4FRONT CREDIT UNION	228.46	COMMUNICATION WORKERS OF AMER	489.93
AMERICAN FAMILY LIFE	166.74	MI STATE DISBURSEMENT UNIT	401.83
AMERICAN FAMILY LIFE	379.74	POLICE OFFICERS LABOR COUNCIL	201.00
CHAR EM UNITED WAY	56.00	PRIORITY HEALTH	1,960.77
CHARLEVOIX STATE BANK	1,286.16		
CHEMICAL BANK	150.00	TOTAL	5,320.63