



**AGENDA**  
**CITY OF CHARLEVOIX CITY COUNCIL REGULAR MEETING**  
**Monday, March 5, 2018- 6:00 PM**  
**Council Chambers, 210 State Street, Charlevoix, MI**

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- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Presentations**
- 4. Inquiry Regarding Conflicts of Interest**
- 5. Consent Agenda**
  - A. City Council Meeting Minutes - February 19, 2018
  - B. Accounts Payable and Payroll Check Registers
  - C. Buy Siemens Replacement Regulator for \$15,425.00
- 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
  - C. Mayor and Council Comments
- 9. Other Council Business**
- 10. Adjourn**

*The City of Charlevoix will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon one weeks' notice to the City of Charlevoix. Individuals with disabilities requiring auxiliary aids or services should contact the City of Charlevoix Clerk's Office in writing or calling the following: City Clerk, 210 State Street, Charlevoix, MI 49720 (231) 547-3250.*

# **CHARLEVOIX CITY COUNCIL**

## **Consent Agenda**

**TITLE:** City Council Meeting Minutes - February 19, 2018

**DATE:** March 5, 2018

### **ATTACHMENTS:**

- ▣ Council Minutes

**CITY OF CHARLEVOIX**  
**REGULAR CITY COUNCIL MEETING MINUTES**  
**Monday, February 19, 2018 – 6:00 p.m.**  
Council Chambers, 210 State Street, Charlevoix, MI

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

**1. Pledge of Allegiance**

**2. Roll Call**

Mayor: Luther Kurtz  
Members Present: Greg Bryan, Shane Cole, Aaron Hagen, Janet Kalbfell, Tom Oleksy, Leon Perron  
Members Absent: None  
City Manager: Mark L. Heydlauff  
City Clerk: Joyce Golding

**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 – February 5, 2018
- B. Accounts Payable and Payroll Check Registers
  - a. Regular Accounts Payable Check Register – February 20, 2018
  - b. ACH Payments – February 5, 2018 to February 14, 2018
  - c. Payroll Check Register – February 9, 2018
  - d. Payroll Transmittal – February 9, 2018
  - e. Tax Disbursement – February 20, 2018
- C. Support of U.S. Bicycle Route 35 – Approve Resolution 2018-02-02

**CITY OF CHARLEVOIX**  
**RESOLUTION NO. 2018-02-02**  
**SUPPORT OF THE U.S. BICYCLE ROUTE 35 THROUGH THE CITY OF CHARLEVOIX**

**WHEREAS,** *bicycle tourism is a growing industry in North America, contributing \$47 billion a year to the economies of communities that provide facilities for such tourists; and*

**WHEREAS,** *the American Association of State Highway and Transportation Officials (AASHTO) has designated a corridor along the western shore of the lower peninsula of Michigan connecting to Sault Ste. Marie be developed as United States Bicycle Route 35 (USBR 35); and*

**WHEREAS,** *a stakeholder group namely Charlevoix Trail Ambassadors recommended the proposed reroute to USBR 35 in consultation with the County and City Recreation and Planning Departments, a map of which is herein incorporated into this resolution by reference; and*

**WHEREAS,** *the proposed route for USBR 35 passes through the City of Charlevoix and can therefore provide a benefit to our residents and businesses; and*

**WHEREAS,** *City Council passed Resolution 2010-11-01 in November 2010 in support of the original route; and*

**WHEREAS,** *the proposed reroute would increase bicycle safety by eliminating heavily traveled roads; and*

**WHEREAS,** *the recommended change to the north bound route in the City of Charlevoix and Charlevoix County would start at U.S. 31 (Bridge Street) and Dixon Avenue, right turn at Dixon Avenue to Mercer Boulevard, left turn onto Mercer Boulevard to U.S. 31 (Petoskey Avenue) cross U.S.31 at U.S. 31 and Mercer, continue on Mercer Road (Mercer Boulevard becomes Mercer Road), turn right on Taylor Road, left turn on Ance, continue on Ance (Ance has a 90 degree right turn), left turn on Martin Road, right turn on Waller Road to the Little Traverse Wheelway; and*

**WHEREAS,** the recommended change to the south bound route in the City of Charlevoix and Charlevoix County would cover Little Traverse Wheelway to Waller Road (one way south for bikes and not the current two-way bike route) from Martin Road to McSaubia Road, right on Division, to Michigan Avenue (Division becomes Michigan Avenue), Michigan Avenue to U.S. 31 (Bridge Street); and

**WHEREAS,** the City of Charlevoix has investigated the proposed reroute and found it to be a suitable route, and desire that the route be designated so that it can be mapped and signed, thereby promoting bicycle tourism in our area; and

**WHEREAS,** the City of Charlevoix acknowledges that they will work with MDOT to remove existing signs where necessary and appropriate and the City will accept the responsibility to resign the new route.

**NOW THEREFORE BE IT RESOLVED,** that the Charlevoix City Council strongly supports the development of USBR 35 and the proposed route changes, and requests that the appropriate officials see to it that the route is officially designated by AASHTO as soon as this can be achieved.

**RESOLVED** this 19th day of February, 2018 A.D.

Resolution was adopted by the following yeas and nays:

Yeas: Oleksy, Bryan, Perron, Hagen, Cole, Kalbfell

Nays: None

- D. LEED Design Grant Application – Approve application to Charlevoix Community Foundation
- E. Annual Poverty Exemption Resolution – Approve Resolution 2018-02-03

**CITY OF CHARLEVOIX  
RESOLUTION NO. 2018-02-03**

**ESTABLISH POLICY AND GUIDELINES FOR USE BY THE BOARD OF REVIEW FOR GRANTING POVERTY EXEMPTIONS**

**WHEREAS,** MCL 211.7u and State Tax Commission Bulletin 6 of 2017 requires the Charlevoix City Council to annually adopt a policy, including an asset test, used to approve or deny poverty exemptions; and

**WHEREAS,** the principal residence of persons, who the City of Charlevoix Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

**WHEREAS,** pursuant to PA 390 of 1994, the City of Charlevoix, Charlevoix County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

1. Be an owner of and occupy as a principal residence the property for which an exemption is requested.
2. File a claim with the City Assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year or a signed State Tax Commission Form 4988, Poverty Exemption Affidavit.
3. File a claim reporting that the combined assets of all persons (except those exempt from consideration as listed below) do not exceed one-half the current federal poverty income guidelines.
  - a. Assets exempt from consideration in determining eligibility for poverty exemption are the applicant's principal residence, one motor vehicle per working adult, essential household goods, personal assets of any nature with a total value up to one-half the annual federal poverty income guidelines listed below.
  - b. Assets the Board of Review can consider include but are not limited to, real estate other than the principal residence, personal property, motor vehicles other than one vehicle per working adult, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
4. Produce a valid driver's license or other form of identification if requested.
5. Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
6. Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
7. The application for an exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

The following are the **2018** federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

**FEDERAL POVERTY GUIDELINES USED IN THE DETERMINATION OF POVERTY EXEMPTIONS**

| Number of Persons                                       | 2018 Income Limit |
|---------------------------------------------------------|-------------------|
| 1 (owner)                                               | \$12,140          |
| 2                                                       | \$16,460          |
| 3                                                       | \$20,780          |
| 4                                                       | \$25,100          |
| 5                                                       | \$29,420          |
| 6                                                       | \$33,740          |
| 7                                                       | \$38,060          |
| 8                                                       | \$42,380          |
| more than 8 persons, add \$4,320 each additional person |                   |

**NOW THEREFORE BE IT RESOLVED**, that the City Assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying any exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

**RESOLVED** this 19th day of February, 2018 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas: Oleksy, Bryan, Perron, Hagen, Cole, Kalbfell

Nays: None

- F. Set Public Hearing for Sign Ordinance – March 19, 2018 at 6pm
- G. Set Public Hearing for Prohibited Swimming Ordinance – March 19, 2018 at 6pm
- H. Set Public Hearing for Cross Connection Ordinance – March 19, 2018 at 6pm
- I. Set Public Hearing for General Zoning Ordinance Changes – March 19, 2018 at 6pm
- J. Set Public Hearing for Nuisance Ordinance – March 19, 2018 at 6pm
- K. Set Public Hearing for Solid Waste Ordinance – March 19, 2018 at 6pm

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

Yeas: Oleksy, Bryan, Perron, Hagen, Cole, Kalbfell

Nays: None

**6. Public Hearings & Actions Requiring Public Hearings**

**A. Budget Amendment for 2017-18**

City Manager Heydlauff commented that the 2017-2018 Budget Amendment reflects the budget changes during the year that align with actual spending. In general the budget reflects a tightening of the margin for expenditures relative to revenue and is within expectations.

Mayor Kurtz opened the public hearing at 6:05pm. There were no comments and the hearing was closed.

**CITY OF CHARLEVOIX  
ORDINANCE NO. 786 OF 2018  
2017-18 BUDGET AMENDMENT #1**

*The Budget for the fiscal year beginning April 1, 2017 shall be amended for operating the City of Charlevoix. Ordinance #781 of 2017 Budget Appropriation Act of 2017-2018, is hereby amended as follows:*

|                                           |          | Original<br>Budget | Amended<br>Budget | Net<br>Change |
|-------------------------------------------|----------|--------------------|-------------------|---------------|
| General Fund                              | RV Total | 3,539,900          | 3,763,654         | 223,754       |
| - Legislative                             | EX Total | 47,800             | 56,138            | 8,338         |
| - General Government                      | EX Total | 754,500            | 783,614           | 29,114        |
| - Public Safety                           | EX Total | 1,109,400          | 1,091,306         | (18,094)      |
| - Public Works                            | EX Total | 252,100            | 251,961           | (139)         |
| - Health and Welfare                      | EX Total | 426,600            | 487,024           | 60,424        |
| - Recreation & Culture                    | EX Total | 1,166,600          | 1,250,270         | 83,670        |
| - Other                                   | EX Total | 112,700            | 124,800           | 12,100        |
| Major Street Fund                         | RV Total | 283,838            | 326,102           | 42,265        |
|                                           | EX Total | 272,800            | 284,666           | 11,866        |
| Local Street Fund                         | RV Total | 160,442            | 144,427           | (16,014)      |
|                                           | EX Total | 167,600            | 141,393           | (26,207)      |
| DDA Fund                                  | RV Total | 562,900            | 600,033           | 37,133        |
|                                           | EX Total | 716,400            | 784,999           | 68,599        |
| General Debt Service Fund                 | RV Total | 321,100            | 323,003           | 1,903         |
|                                           | EX Total | 321,200            | 323,412           | 2,212         |
| Airport Fund                              | RV Total | 2,464,210          | 2,612,363         | 148,153       |
|                                           | EX Total | 1,597,200          | 1,708,110         | 110,910       |
| P#1 - Fire/Ambulance Replacement Fund     | RV Total | 79,591             | 86,018            | 6,427         |
| P#2 - Sewer Capital Fund Tap Ins          | RV Total | 8,100              | 18,100            | 10,000        |
| P#5 - Sewer Capital Fund                  | RV Total | 4,100              | 21,351            | 17,251        |
| P#6 - Infrastructure Improvements Fund    | RV Total | 552,800            | 547,893           | (4,907)       |
|                                           | EX Total | 1,945,500          | 1,929,715         | (15,785)      |
| P#7 - Street Improvements                 | RV Total | 234,800            | 239,592           | 4,792         |
|                                           | EX Total | 247,517            | 275,319           | 27,802        |
| P#9 - Industrial Park Fund                | RV Total | 60                 | 36,085            | 36,025        |
|                                           | EX Total | 3,500              | 85,052            | 81,552        |
| P#12 - Mt. McSaubia Recreation Improvemen | RV Total | 7,010              | 7,026             | 16            |
| Electric Fund                             | RV Total | 7,220,511          | 7,221,793         | 1,282         |
|                                           | EX Total | 7,748,200          | 7,522,572         | (225,628)     |
| Sewer Fund                                | RV Total | 2,986,000          | 2,872,027         | (113,973)     |
|                                           | EX Total | 3,000,900          | 3,064,773         | 63,873        |
| Water Fund                                | RV Total | 1,560,400          | 1,496,861         | (63,539)      |
|                                           | EX Total | 1,957,900          | 1,812,194         | (145,706)     |
| Marina Fund                               | RV Total | 744,480            | 779,350           | 34,870        |
|                                           | EX Total | 1,458,900          | 1,490,465         | 31,565        |
| DPW Site Fund                             | RV Total | 188,744            | 218,300           | 29,556        |
|                                           | EX Total | 4,000              | 7,000             | 3,000         |
| Employee Fringe Benefit Fund              | RV Total | 2,333,300          | 2,292,926         | (40,374)      |
|                                           | EX Total | 2,349,200          | 2,340,598         | (8,602)       |
| Motor Pool Fund                           | RV Total | 739,132            | 786,524           | 47,392        |
|                                           | EX Total | 1,015,000          | 957,035           | (57,965)      |
| Cemetery Trust                            | RV Total | 6,000              | 6,725             | 725           |

|                            |                 |           |
|----------------------------|-----------------|-----------|
| <u>Bad Debt Write-Offs</u> |                 |           |
| General Fund               | 20,842          | ambulance |
| Motor Pool Fund            | -               |           |
| Electric Fund              | 16,576          |           |
| Water Fund                 | 3,479           |           |
| Sewer Fund                 | 6,173           |           |
| <b>2017-2018 TOTAL:</b>    | <b>\$47,070</b> |           |

|         |          |
|---------|----------|
| 2016-17 | \$40,120 |
| 2015-16 | \$35,724 |
| 2014-15 | \$55,724 |
| 2013-14 | \$45,663 |
| 2012-13 | \$76,613 |
| 2011-12 | \$31,720 |

Ordinance No. 786 was enacted on the 19th day of February, 2018 A.D., by the Charlevoix City Council as follows:

Motion by: Kalbfell  
Second by: Perron

Yeas: Oleksy, Bryan, Perron, Hagen, Cole, Kalbfell  
Nays: None  
Absent: None

State of Michigan )  
                                  ) ss  
City of Charlevoix )

Motion by Kalbfell, second by Perron, to approve Ordinance 786 of 2018.

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

**B. 2018-19 Budget Ordinance**

City Manager Heydlauff recalled that at the last Council meeting, he submitted the final budget recommendation from Staff. He noted that since the last meeting, we have made one significant change in the Marina Fund by adding a project to replace the pedestals with new devices that are GFI compliant. This will significantly lessen the risk of Electric Shock Drowning and vastly improve the safety of the Marina. City Manager Heydlauff stated that in addition, the 2018-2019 fee schedule needed to be approved by resolution.

Mayor Kurtz opened the public hearing at 6:12pm. There were no comments and the hearing was closed.

**CITY OF CHARLEVOIX  
ORDINANCE NO. 785 of 2018  
BUDGET APPROPRIATION ACT**

**THE CITY OF CHARLEVOIX ORDAINS:**

**WHEREAS,** the City Council of the City of Charlevoix did give notice of the time and place when a public hearing would be held in conformity with provisions of Section 7.8, Article VII of the City Charter, which Public Hearing was duly held pursuant to said notice and in conformity therewith.

**THEREFORE, BE IT RESOLVED,** that the revenues and expenditures for the fiscal year commencing on April 1, 2018 and ending March 31, 2019 are hereby appropriated on a fund level basis (a detailed breakdown by activity level can be found in the Budget Details document) as summarized by the following:

|                            |                           |
|----------------------------|---------------------------|
| <b><u>GENERAL FUND</u></b> |                           |
| <b>TOTAL REVENUES:</b>     | <b><u>\$3,928,500</u></b> |
| <b>TOTAL EXPENSE:</b>      | <b><u>\$3,928,500</u></b> |

**BE IT FURTHER RESOLVED,** that the City Council of the City of Charlevoix does hereby levy 11.0959 mills (9.05 mills operating and 2.0459 mills infrastructure) for the period of April 1, 2018 through March 31, 2019 on all real and eligible personal property in the City of Charlevoix according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the City of Charlevoix and for infrastructure improvements, and is levied pursuant to Section 8.1, Article VIII of the City Charter; and

**BE IT FURTHER RESOLVED,** that the City Council does hereby levy a tax not to exceed 1.3580 mills for the period April 1, 2018 through March 31, 2019 on all real and eligible personal property in the Downtown Development District, according to the valuation of the same within the district; and

**BE IT FURTHER RESOLVED,** that the City Council does hereby levy a tax not to exceed 1 mill for the period April 1, 2018 through March 31, 2019 on all real and eligible personal property in the City of Charlevoix, according to the valuation of the same. This tax is levied for the purpose of defraying the cost of rubbish collection and other related services provided citizens allowed by the act, and is levied pursuant to Michigan Public Act 213 of 1969; and

**BE IT FURTHER RESOLVED,** that the City Council does hereby approve the following budgets for the period April 1, 2018 through March 31, 2019 in the amounts set forth below by fund:

|                                 |            |            |
|---------------------------------|------------|------------|
| Major Street Fund               | \$ 479,234 | \$ 479,234 |
| Local Street Fund               | 158,345    | 156,900    |
| Electric Fund                   | 7,238,000  | 7,238,000  |
| Sewer Fund                      | 3,034,860  | 3,034,860  |
| Water Fund                      | 1,954,700  | 1,954,700  |
| Marina Fund                     | 1,540,400  | 1,540,400  |
| Airport Fund                    | 1,697,722  | 1,589,830  |
| Downtown Development Authority  | 607,600    | 607,600    |
| Employee Fringe Benefit         | 2,561,400  | 2,561,400  |
| Motor Vehicle Fund              | 1,384,900  | 1,384,900  |
| Perpetual Care Trust Fund       | 6,000      | 0          |
| General Debt Service Fund       | 324,300    | 324,300    |
| Fire/Ambulance Fund             | 86,691     | 0          |
| Sewer Tap-in Fund*              | 11,100     | 0          |
| Northside/Southside Sewer Fund* | 4,250      | 0          |
| Infrastructure Improvement      | 472,900    | 435,700    |
| Road Improvements               | 239,000    | 200,000    |
| Public Works Site Fund          | 393,700    | 393,700    |
| Industrial Park Fund            | 3,500      | 3,500      |
| Mt. McSaubia Recreation Fund    | 7,020      | 0          |

\* These funds are part of the Sewer Fund.

*Ordinance No. 785 was enacted on the 19th day of February, 2018 A.D., by the Charlevoix City Council as follows:*

Motion by: Perron  
Second by: Hagen

Yeas: Oleksy, Bryan, Perron, Hagen, Cole, Kalbfell  
Nays: None  
Absent: None

State of Michigan )  
 ) ss  
City of Charlevoix )

Motion by Kalbfell, second by Perron, to approve Ordinance 785 of 2018.

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

**CITY OF CHARLEVOIX**  
**RESOLUTION NO. 2018-02-04**  
*RATES & FEES ASSOCIATED WITH THE 2018-19 BUDGET*

**WHEREAS,** *the City of Charlevoix annually must adopt a balanced budget to comply with the City Charter; and*

**WHEREAS,** *the City of Charlevoix in preparing the budget, assumes the adoption of rates and fees for various services they provide in order to pay for those services in whole or in part as proposed in their annual budget; and*

**WHEREAS,** *the City of Charlevoix defines all of their rates and fees in the rate section of the proposed budget; and*

**WHEREAS,** *the City of Charlevoix proposes to make these rates and fees effective on April 1, 2018.*

***NOW THEREFORE BE IT RESOLVED*** that the City of Charlevoix adopts all rates and fees included in the 2018-19 Proposed Budget with changes to the rates and fees for the following areas: airport, marina, parking, planning and zoning, recreation, Mt. McSaubu, golf, and water, wastewater, and electric rates.

**RESOLVED**, this 19th day of February, 2018 A.D.

*Resolution was adopted by the following yea and nay vote:*

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

Motion by Hagen, second by Kalbfell, to approve Resolution 2018-02-04 and approve the Rate and Fee Schedule for 2018-19.

Yeas: Oleksy, Bryan, Perron, Hagen, Cole, Kalbfell

Nays: None

## 7. All Other Actions & Requests

### A. Water Treatment Plant Improvements: Filter Rehabilitation Phase 1

City Manager Heydlauff stated that the water filtration plant and equipment have been in service since 1986. Over the years, the filter media has been on the decline and he briefly described the situation. This phase of the project has been budgeted for FY 2019. Northwest Kent Mechanical was the sole bidder for a total cost of \$182,200. Northwest Kent is experienced in water treatment plants and performed the work at the Wastewater Treatment Plant. The work will be scheduled and performed in October of this year.

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

Motion by Cole, second by Kalbfell, to accept the bid from Northwest Kent Mechanical, under recommendation of Prein&Newhof for a total not to exceed \$182,200.

Yeas: Oleksy, Bryan, Perron, Hagen, Cole, Kalbfell

Nays: None

### B. Server and Fiber Upgrades

City Manager Heydlauff stated that the next phase of the IT project for FY2019 involves changing the City Hall internet connection to a hard-wired, fiber optic connection using the Merit Network currently located in the Charlevoix County Building. By converting to Merit, we will save money, eliminate Charter connections at some of our remote sites and better secure our data. He explained that Systems Specialists in Charlevoix have done IT work for the City for several years. Our ultimate goal is to tie our facilities together on a fiber optic connection to better enable internal functionality and reduce use of single point connections via Charter or AT&T. City Manager Heydlauff stated that some of the work included is their labor while other components would be performed by Feyen Zylstra. At this point, we would also order a server from Dell. Costs include: Feyen Zylstra portion: \$14,715, Systems Specialists Inc. (labor and hardware) portion: \$9,000, and Dell Inc. (server): \$11,800.

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

Motion by Cole, second by Kalbfell, to approve the upgrades to the City Hall server, technology and wiring at a cost not to exceed \$35,515.

Yeas: Oleksy, Bryan, Perron, Hagen, Cole, Kalbfell

Nays: None

## 8. Reports & Communications

### A. Public Comments

Bob Timms asked for clarification of the Public Hearings date and time. He suggested moving the stop sign on Park Avenue for safety sake.

Mike Doherty discussed the speed on Park Avenue and shared cost information for solar speed signs with Council.

Sue Bernard expressed her concern for school safety. She asked "What are we doing?"

### B. City Manager Comments

City Manager Heydlauff reported on the following:

- March 8<sup>th</sup> is the second meeting for Lake Michigan Beach Park concepts at the Library
- Preparing potential grant applications for the project

### C. Mayor & Council Comments

Kalbfell suggested that Ms. Bernard contact the School Board to discuss her safety concerns.

Council discussed and generally acknowledged the Park Avenue safety matter.

Perron and Hagen concurred that a tube run at Mt. McSaubia should be investigated.

Cole noted the many potholes on Bridge Street.

## 9. Other Council Business

# 10. Adjourn

The Mayor adjourned the meeting at 6:43 p.m.

| Joyce M. Golding                                                        | City Clerk | Luther Kurtz                   | Mayor             |
|-------------------------------------------------------------------------|------------|--------------------------------|-------------------|
| <b>Regular Accounts Payable – 02/20/2018</b>                            |            |                                |                   |
| ACE HARDWARE                                                            | 1,629.79   | KLOOSTER, NATHAN               | 2.30              |
| ALTA CONSTRUCTION EQUIP LLC                                             | 174.81     | LETTERS ONLINE                 | 90.00             |
| ALTEC INDUSTRIES INC                                                    | 236.02     | MACDONALD GARBER               | 499.00            |
| AMERICAN WASTE INC.                                                     | 3,087.96   | MACGREGOR PLUMBING & HEATING   | 1,264.00          |
| AUTO VALUE                                                              | 2,007.49   | MCCARDEL CULLIGAN-PETOSKEY     | 50.00             |
| AVFUEL CORPORATION                                                      | 16,025.95  | MCGOUGH'S INC                  | 1,215.90          |
| BARTLETT'S HOME INTERIORS INC.                                          | 4,774.46   | MCLAREN HEALTH PLAN            | 195.15            |
| BC/BS OF MI REFUNDS                                                     | 92.21      | METAL HEAD WELDING LLC         | 6,979.40          |
| BERGER CHEVEROLET                                                       | 76,767.45  | MICHAEL MURPHY IV PHOTOGRAPHY  | 700.00            |
| BRADFORD'S                                                              | 39.00      | MICHIGAN MUNICIPAL LEAGUE      | 16,047.00         |
| BRADLEY, KELLY R.                                                       | 86.00      | MICHIGAN OFFICEWAYS INC        | 2,742.24          |
| BREWER, JOHN                                                            | 720.00     | MINE SAFETY APPLIANCES CO. LLC | 265.00            |
| CARQUEST OF CHARLEVOIX                                                  | 673.77     | MUNSON REGIONAL EMS EDUCATION  | 2,250.00          |
| CENTRAL DRUG STORE                                                      | 42.54      | NESBURG, NORMA                 | 51.18             |
| CHARLEVOIX AREA CHAMBER OF COM                                          | 90.00      | NORTH COUNTRY POWER GENERATION | 1,153.44          |
| CHARLEVOIX COUNTY FARM BUREAU                                           | 150.00     | NORTHERN CREDIT BUREAU         | 161.11            |
| CHARLEVOIX SCREEN MASTERS INC                                           | 412.50     | NORTHERN LIGHTS FAMILY         | 436.00            |
| CHARTER COMMUNICATIONS                                                  | 1,900.82   | NORTHERN MICHIGAN REVIEW INC.  | 792.19            |
| CINTAS CORPORATION                                                      | 94.15      | OLSON BZDOK & HOWARD           | 2,264.00          |
| CITY OF CHARLEVOIX - UTILITIES                                          | 32,275.32  | PARASTAR INC.                  | 2,993.75          |
| COMPASS MINERALS AMERICA                                                | 5,549.51   | PERFORMANCE ENGINEERS INC      | 4,978.25          |
| CRYSTAL FLASH ENERGY                                                    | 1,062.39   | PETERS, WILLIS                 | 5.01              |
| DeROSIA, PATRICIA E.                                                    | 45.30      | PLUNKETT & COONEY              | 380.00            |
| DROST LANDSCAPE INC.                                                    | 8,730.00   | POWER LINE SUPPLY              | 4,798.59          |
| ECONO SIGNS LLC                                                         | 254.34     | PREIN & NEWHOF                 | 240.00            |
| EJ USA INC.                                                             | 1,390.67   | PRIORITY HEALTH                | 253.05            |
| ELLIOTT, PATRICK M.                                                     | 86.00      | RANGE TELECOMMUNICATIONS       | 170.93            |
| ELLSWORTH FARMER'S EXCHANGE                                             | 1,112.49   | RIETH-RILEY CONST CO INC       | 2,478.25          |
| ENERGIS HIGH VOLTAGE RESOURCES                                          | 1,133.00   | RS&H MICHIGAN INC              | 7,470.00          |
| ERIE MARKING INC                                                        | 168.32     | SCHULTZ, MARJORIE              | 107.58            |
| EWURS, NASSTASIA                                                        | 30.75      | SHORELINE POWER SERVICES INC.  | 37,955.77         |
| FAMILY FARM & HOME                                                      | 1,014.55   | STATE OF MICHIGAN              | 70.00             |
| FASTENAL COMPANY                                                        | 70.75      | SULLIVAN, LAWRENCE R           | 4,300.00          |
| FOX CHARLEVOIX FORD                                                     | 2,150.25   | TRAFFIC SAFETY STORE           | 1,312.62          |
| FREEDOM MAILING SERVICES INC.                                           | 2,319.45   | UNIFIRST CORPORATION           | 483.58            |
| GINOP SALES INC                                                         | 124.75     | UP NORTH PROPERTY SERVICES LLC | 638.00            |
| HACH COMPANY                                                            | 110.38     | URBANUS, KAREN                 | 75.00             |
| HART II, DELBERT W.                                                     | 319.26     | USA BLUE BOOK                  | 1,650.97          |
| HARTFORD, THE                                                           | 405.00     | VILLAGE GRAPHICS INC.          | 383.55            |
| HERITAGE FIRE EQUIPMENT                                                 | 666.44     | WILKS, DOUGLAS                 | 14.40             |
| HILLING, NICHOLAS A.                                                    | 130.36     | WORK & PLAY SHOP               | 2,140.78          |
| HYDE SERVICES LLC                                                       | 12.38      | WURST, RANDALL W.              | 559.09            |
| IDEXX DISTRIBUTION INC.                                                 | 1,138.30   |                                |                   |
| J. BIGGERSTAFF BUILDER                                                  | 996.00     |                                |                   |
| KEVIN'S METER TESTING                                                   | 2,443.82   |                                |                   |
|                                                                         |            | <b>TOTAL</b>                   | <b>283,361.78</b> |
| <b>ACH Payments – 02/05/2018 to 02/14/2018</b>                          |            |                                |                   |
| MI PUBLIC POWER AGENCY                                                  | 20,823.234 | VANTAGEPOINT (401 ICMA PLAN)   | 742.50            |
| PAYMENT SERVICE NETWORK                                                 | 218.10     | VANTAGEPOINT (457 ICMA PLAN)   | 13,700.53         |
| STATE OF MI (SALES TAX)                                                 | 21,849.39  | VANTAGEPOINT (ROTH IRA)        | 1,186.53          |
| PAYMENT SERVICE NETWORK                                                 | 256.50     | MI PUBLIC POWER AGENCY         | 10,356.34         |
| IRS (PAYROLL TAX DEPOSIT)                                               | 32,424.24  | DTE ENERGY                     | 10,551.39         |
| ALERUS FINANCIAL (HCSP)                                                 | 420.00     |                                |                   |
| STATE OF MI (WITHHOLDING TAX)                                           | 4,907.42   |                                |                   |
|                                                                         |            | <b>TOTAL</b>                   | <b>134,969.86</b> |
| <b>Payroll Net Pay – Pay Period Ending 02/03/2018 (Paid 02/09/2018)</b> |            |                                |                   |
| WELLER, LINDA JO                                                        | 2,237.34   | SPENCLEY, PATRICIA L.          | 870.32            |
| HEYDLAUFF, MARK L.                                                      | 2,648.97   | MILLER, FAITH G.               | 11.70             |
| GOLDING, JOYCE M.                                                       | 1,911.12   | MCGINN, KELLY A.               | 1,653.10          |
| DEROSIA, PATRICIA E.                                                    | 1,208.62   | JOLLETTE, MELISSA N.           | 124.67            |
| DOTSON, LINDSEY J.                                                      | 1,477.98   | DOAN, GERARD P.                | 1,650.59          |
| LOY, EVELYN R.                                                          | 1,086.31   | SCHLAPPI, JAMES L.             | 979.09            |
| KLOOSTER, ALIDA K.                                                      | 1,985.43   | UMULIS, MATTHEW T.             | 1,433.27          |
| GOLOVICH, KAREN J.                                                      | 969.62     | HANKINS, SCOTT A.              | 1,601.64          |

|                                         |            |                                |                   |
|-----------------------------------------|------------|--------------------------------|-------------------|
| ORBAN, BARBARA K.                       | 1,139.98   | CRANDELL, ZACKARY R.           | 348.94            |
| FLICKEMA, ANDREW M.                     | 1,770.65   | WHITE III, MARCUS W.           | 283.68            |
| MATELSKI, KIMBERLY A.                   | 1,213.17   | SAYWARD, MADISON E.            | 318.81            |
| RILEY, DENISE M.                        | 450.82     | BERTINELLI, DAVID P.           | 211.44            |
| MATELSKI, RYAN G.                       | 998.48     | NIMPHIE, MASON K.D.            | 342.25            |
| WURST, RANDALL W.                       | 1,358.03   | BOSS, BEAU J.                  | 876.72            |
| MAYER, SHELLEY L.                       | 1,558.36   | DVORACEK, HAYDEN R.            | 376.46            |
| HILLING, NICHOLAS A.                    | 1,418.16   | HEID, THOMAS J.                | 1,285.80          |
| MEIER III, CHARLES A.                   | 1,420.93   | VANLOO, JOSEPH G.              | 605.50            |
| ZACHARIAS, STEVEN B.                    | 1,380.56   | WYMAN, MATTHEW A.              | 1,459.48          |
| NEWMAN, MARK J.                         | 718.80     | BOSS, RYDER S.                 | 350.03            |
| SWEM, DONALD L.                         | 1,928.82   | MILLER, WILLIAM S.             | 1,505.31          |
| EATON, BRAD A.                          | 1,914.46   | DOUGLAS, MARK                  | 483.28            |
| WILSON, TIMOTHY J.                      | 2,319.72   | HASTINGS, MICHAEL A.           | 459.70            |
| LAVOIE, RICHARD L.                      | 1,678.26   | TRAVERS, MANUEL J.             | 2,100.53          |
| STEVENS, BRANDON C.                     | 2,031.87   | STEVENS, JEFFREY W.            | 314.88            |
| DRAVES, MARTIN J.                       | 1,659.43   | RILEY, CASEY W.                | 92.35             |
| BROWN, STEPHANIE C.                     | 1,040.31   | JONES, LARRY M.                | 1,242.38          |
| ANDERSON, ELIZABETH A.                  | 1,132.69   | WILLSON, BRENDA R.             | 630.69            |
| ELLIOTT, PATRICK M.                     | 2,056.97   | BEAN, PETER J.                 | 609.61            |
| SCHWARTZFISHER, JOSEPH L.               | 1,055.96   | FENNELL, DREW M.               | 573.55            |
| BRADLEY, KELLY R.                       | 1,461.73   | MCCALIB, RACHELLE L.           | 281.71            |
| HART II, DELBERT W.                     | 1,198.74   | MCMULLEN, DONALD R.            | 374.94            |
| JONES, ROBERT F.                        | 1,229.67   | BOYCE, REBECCA L.              | 988.03            |
| DORAN, JUSTIN J.                        | 1,709.36   | McFARLAND, JONATHAN A.         | 727.38            |
| FARRELL, MITCHELL L.                    | 1,541.87   | SILVA, JESSE L.A.              | 371.92            |
| KIRINOVIC, THOMAS F.                    | 511.78     | BASSETT, FREDERICK A.          | 1,447.27          |
| WASHBURNE, MICHAEL J.                   | 73.88      | WELLER, LINDA JO               | 5,117.50          |
| ANZELL, BETH A.                         | 317.02     | WHITLEY, ANDREW T.             | 1,583.94          |
| BOSS, SHERRY M.                         | 584.32     | MORRISON, KEVIN P.             | 1,302.22          |
| BRADLEY, JOHN P.                        | 147.50     | JOHNSON, STEVEN P.             | 1,317.84          |
| DIXON, MIKAYA S.                        | 217.29     | BOSS JR, DALE E.               | 1,235.16          |
| NIMPHIE, NOAH J.D.                      | 253.22     | HOLM, ARTHUR R.                | 976.16            |
| PORATH, JACOB P.                        | 182.74     | MATTER, DAWSON K.              | 2,232.63          |
| WHITLEY, NICHOLAS J                     | 52.86      |                                |                   |
| HAGEN, MADISON L.                       | 332.46     | <b>TOTAL</b>                   | <b>94,338.73</b>  |
| <b>Payroll Transmittal – 02/09/2018</b> |            |                                |                   |
| 4FRONT CREDIT UNION                     | 628.84     | CHEMICAL BANK                  | 150.00            |
| AMERICAN FAMILY LIFE                    | 158.28     | COMMUNICATION WORKERS OF AMER  | 541.06            |
| AMERICAN FAMILY LIFE                    | 380.52     | MI STATE DISBURSEMENT UNIT     | 323.45            |
| BARRY COUNTY TRIAL COURT                | 20.00      | POLICE OFFICERS LABOR COUNCIL  | 201.00            |
| CHAR EM UNITED WAY                      | 52.00      | PRIORITY HEALTH                | 1,616.90          |
| CHARLEVOIX STATE BANK                   | 1,260.77   | <b>TOTAL</b>                   | <b>5,332.82</b>   |
| <b>Tax Disbursement – 02/20/2018</b>    |            |                                |                   |
| CHARLEVOIX COUNTY TREASURER             | 159,636.37 | CHARLEVOIX PUBLIC SCHOOLS      | 243.45            |
| CHARLEVOIX DISTRICT LIBRARY             | 57,179.78  | CITY OF CHARLEVOIX - TAXES DUE | 40,698.49         |
| CHARLEVOIX PUBLIC SCHOOLS               | 4,882.19   | RECREATIONAL AUTHORITY         | 10,722.75         |
| CHARLEVOIX PUBLIC SCHOOLS               | 1,217.27   |                                |                   |
| CHARLEVOIX PUBLIC SCHOOLS               | 243.45     | <b>TOTAL</b>                   | <b>274,823.75</b> |

# **CHARLEVOIX CITY COUNCIL**

## **Consent Agenda**

**TITLE:** Accounts Payable and Payroll Check Registers

**DATE:** March 5, 2018

### **ATTACHMENTS:**

- ▣ Accounts Payable and Payroll Check Registers

| Check Number      | Payee                         | Amount    |
|-------------------|-------------------------------|-----------|
| <b>02/23/2018</b> |                               |           |
| 122848            | AT&T                          | 2,795.60  |
| 122849            | AT&T LONG DISTANCE            | 90.59     |
| 122850            | AT&T MOBILITY                 | 91.43     |
| 122851            | CHARLEVOIX STATE BANK         | 4,472.70  |
| 122852            | DELTA DENTAL                  | 3,382.40  |
| 122853            | GREAT LAKES ENERGY            | 235.73    |
| 122854            | METLIFE SMALL BUSINESS CENTER | 687.70    |
| 122855            | PRIORITY HEALTH               | 42,760.96 |
| 122856            | VERIZON WIRELESS              | 56.72     |
| 122857            | VISION SERVICE PLAN           | 500.14    |
| Total 02/23/2018: |                               | 55,073.97 |
| Grand Totals:     |                               | 55,073.97 |

## Summary of Check Registers &amp; ACH Payments

**HUNTINGTON NATIONAL BANK - CHECKS ISSUED**

|                                       |    |            |
|---------------------------------------|----|------------|
| 02/23/18 Special Accounts Payable Run | \$ | 55,073.97  |
| 02/23/18 Payroll (net pay)            | \$ | 85,459.93  |
| 02/23/18 Payroll Transmittal Checks   | \$ | 5,936.82   |
| 03/06/18 Regular Accounts Payable     | \$ | 186,625.75 |

Checks Sub-Total: \$ 333,096.47

**HUNTINGTON NATIONAL BANK - ACH/WIRE PAYMENTS**

|                                        |    |            |
|----------------------------------------|----|------------|
| 02/20/18 MI Public Power Agency        | \$ | 33,256.64  |
| 02/23/18 IRS (Payroll Tax Deposit)     | \$ | 29,196.64  |
| 02/23/18 Alerus Financial (HCSP)       | \$ | 400.00     |
| 02/23/18 State of MI (Withholding Tax) | \$ | 4,519.83   |
| 02/23/18 Vantagepoint (401 ICMA Plan)  | \$ | 742.50     |
| 02/23/18 Vantagepoint (457 ICMA Plan)  | \$ | 13,195.41  |
| 02/23/18 Vantagepoint (Roth IRA)       | \$ | 1,186.53   |
| 02/23/18 MERS Defined Benefit Plan     | \$ | 30,947.71  |
| 02/26/18 MI Public Power Agency        | \$ | 15,451.79  |
| 02/26/18 MI Public Power Agency        | \$ | 147,853.30 |

ACH Sub-Total: \$ 276,750.35

Huntington National Bank Total: \$ 609,846.82

**CHARLEVOIX STATE BANK - CHECKS ISSUED****(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)**

|                              |    |            |
|------------------------------|----|------------|
| 03/06/18 Tax Disbursement    | \$ | 381,015.71 |
| Charlevoix State Bank Total: | \$ | 381,015.71 |

Grand Total: \$ 990,862.53

APPROVED:

  
CITY MANAGER

  
CITY TREASURER

CITY CLERK

M = Manual Check, V = Void Check

| Pay Period Date | Journal Code | Check Issue Date | Check Number | Payee                 | Emp ID | Description | Amount   |
|-----------------|--------------|------------------|--------------|-----------------------|--------|-------------|----------|
| 02/17/2018      | PC           | 02/23/2018       | 25177        | HEYDLAUFF, MARK L.    | 102    |             | 2,358.07 |
| 02/17/2018      | PC           | 02/23/2018       | 25178        | GOLDING, JOYCE M.     | 106    |             | 1,547.18 |
| 02/17/2018      | PC           | 02/23/2018       | 25179        | DEROSIA, PATRICIA E.  | 107    |             | 991.57   |
| 02/17/2018      | PC           | 02/23/2018       | 25180        | DOTSON, LINDSEY J.    | 109    |             | 1,477.97 |
| 02/17/2018      | PC           | 02/23/2018       | 25181        | LOY, EVELYN R.        | 117    |             | 1,086.31 |
| 02/17/2018      | PC           | 02/23/2018       | 25182        | KLOOSTER, ALIDA K.    | 121    |             | 1,623.87 |
| 02/17/2018      | PC           | 02/23/2018       | 25183        | GOLOVICH, KAREN J.    | 122    |             | 969.62   |
| 02/17/2018      | PC           | 02/23/2018       | 25184        | SPENCLEY, PATRICIA L. | 136    |             | 870.32   |
| 02/17/2018      | PC           | 02/23/2018       | 25185        | MILLER, FAITH G.      | 142    |             | 23.40    |
| 02/17/2018      | PC           | 02/23/2018       | 25186        | MCGINN, KELLY A.      | 146    |             | 1,653.10 |
| 02/17/2018      | PC           | 02/23/2018       | 25187        | JOLLETTE, MELISSA N.  | 149    |             | 232.73   |
| 02/17/2018      | PC           | 02/23/2018       | 25188        | DOAN, GERARD P.       | 201    |             | 1,650.59 |
| 02/17/2018      | PC           | 02/23/2018       | 25189        | SCHLAPPI, JAMES L.    | 204    |             | 979.21   |
| 02/17/2018      | PC           | 02/23/2018       | 25190        | UMULIS, MATTHEW T.    | 205    |             | 1,333.15 |
| 02/17/2018      | PC           | 02/23/2018       | 25191        | HANKINS, SCOTT A.     | 208    |             | 1,557.26 |
| 02/17/2018      | PC           | 02/23/2018       | 25192        | ORBAN, BARBARA K.     | 209    |             | 1,165.16 |
| 02/17/2018      | PC           | 02/23/2018       | 25193        | FLICKEMA, ANDREW M.   | 211    |             | 1,373.31 |
| 02/17/2018      | PC           | 02/23/2018       | 25194        | MATELSKI, KIMBERLY A. | 212    |             | 1,213.17 |
| 02/17/2018      | PC           | 02/23/2018       | 25195        | RILEY, DENISE M.      | 213    |             | 448.66   |
| 02/17/2018      | PC           | 02/23/2018       | 25196        | MATELSKI, RYAN G.     | 230    |             | 949.78   |
| 02/17/2018      | PC           | 02/23/2018       | 25197        | WURST, RANDALL W.     | 411    |             | 1,414.92 |
| 02/17/2018      | PC           | 02/23/2018       | 25198        | MAYER, SHELLEY L.     | 412    |             | 1,720.41 |
| 02/17/2018      | PC           | 02/23/2018       | 25199        | HILLING, NICHOLAS A.  | 413    |             | 1,266.68 |
| 02/17/2018      | PC           | 02/23/2018       | 25200        | MEIER III, CHARLES A. | 421    |             | 344.20   |
| 02/17/2018      | PC           | 02/23/2018       | 25201        | ZACHARIAS, STEVEN B.  | 422    |             | 1,451.40 |
| 02/17/2018      | PC           | 02/23/2018       | 25202        | NEWMAN, MARK J.       | 424    |             | 718.80   |
| 02/17/2018      | PC           | 02/23/2018       | 25203        | SWEM, DONALD L.       | 512    |             | 1,928.82 |
| 02/17/2018      | PC           | 02/23/2018       | 25204        | EATON, BRAD A.        | 515    |             | 1,897.65 |
| 02/17/2018      | PC           | 02/23/2018       | 25205        | WILSON, TIMOTHY J.    | 516    |             | 2,109.93 |
| 02/17/2018      | PC           | 02/23/2018       | 25206        | LAVOIE, RICHARD L.    | 519    |             | 1,678.25 |
| 02/17/2018      | PC           | 02/23/2018       | 25207        | STEVENS, BRANDON C.   | 521    |             | 2,198.51 |
| 02/17/2018      | PC           | 02/23/2018       | 25208        | DRAVES, MARTIN J.     | 523    |             | 1,821.68 |
| 02/17/2018      | PC           | 02/23/2018       | 25209        | BROWN, STEPHANIE C.   | 524    |             | 1,040.30 |
| 02/17/2018      | PC           | 02/23/2018       | 25210        | ANDERSON, ELIZABETH   | 526    |             | 1,132.69 |
| 02/17/2018      | PC           | 02/23/2018       | 25211        | ELLIOTT, PATRICK M.   | 600    |             | 2,056.97 |
| 02/17/2018      | PC           | 02/23/2018       | 25212        | SCHWARTZFISHER, JOS   | 603    |             | 1,482.99 |
| 02/17/2018      | PC           | 02/23/2018       | 25213        | BRADLEY, KELLY R.     | 614    |             | 1,252.15 |
| 02/17/2018      | PC           | 02/23/2018       | 25214        | HART II, DELBERT W.   | 616    |             | 1,377.52 |
| 02/17/2018      | PC           | 02/23/2018       | 25215        | JONES, ROBERT F.      | 618    |             | 1,428.61 |
| 02/17/2018      | PC           | 02/23/2018       | 25216        | DORAN, JUSTIN J.      | 621    |             | 1,406.65 |
| 02/17/2018      | PC           | 02/23/2018       | 25217        | FARRELL, MITCHELL L.  | 622    |             | 1,335.64 |
| 02/17/2018      | PC           | 02/23/2018       | 25218        | KIRINOVIC, THOMAS F.  | 700    |             | 494.99   |
| 02/17/2018      | PC           | 02/23/2018       | 25219        | WASHBURNE, MICHAEL    | 708    |             | 147.76   |
| 02/17/2018      | PC           | 02/23/2018       | 25220        | ANZELL, BETH A.       | 712    |             | 668.41   |
| 02/17/2018      | PC           | 02/23/2018       | 25221        | BOSS, SHERRY M.       | 730    |             | 730.43   |
| 02/17/2018      | PC           | 02/23/2018       | 25222        | BRADLEY, JOHN P.      | 735    |             | 253.22   |
| 02/17/2018      | PC           | 02/23/2018       | 25223        | DIXON, MIKAYA S.      | 736    |             | 264.15   |
| 02/17/2018      | PC           | 02/23/2018       | 25224        | NIMPHIE, NOAH J.D.    | 737    |             | 403.79   |
| 02/17/2018      | PC           | 02/23/2018       | 25225        | PORATH, JACOB P.      | 741    |             | 165.12   |
| 02/17/2018      | PC           | 02/23/2018       | 25226        | WHITLEY, NICHOLAS J.  | 742    |             | 229.06   |
| 02/17/2018      | PC           | 02/23/2018       | 25227        | CRANDELL, ZACKARY R.  | 753    |             | 388.96   |
| 02/17/2018      | PC           | 02/23/2018       | 25228        | WHITE III, MARCUS W.  | 754    |             | 295.39   |
| 02/17/2018      | PC           | 02/23/2018       | 25229        | SAYWARD, MADISON E.   | 755    |             | 342.25   |
| 02/17/2018      | PC           | 02/23/2018       | 25230        | BERTINELLI, DAVID P.  | 764    |             | 237.86   |
| 02/17/2018      | PC           | 02/23/2018       | 25231        | NIMPHIE, MASON K.D.   | 776    |             | 381.29   |
| 02/17/2018      | PC           | 02/23/2018       | 25232        | BOSS, BEAU J.         | 788    |             | 876.72   |
| 02/17/2018      | PC           | 02/23/2018       | 25233        | DVORACEK, HAYDEN R.   | 793    |             | 411.61   |

| Pay Period Date | Journal Code | Check Issue Date | Check Number | Payee                 | Emp ID | Description | Amount    |
|-----------------|--------------|------------------|--------------|-----------------------|--------|-------------|-----------|
| 02/17/2018      | PC           | 02/23/2018       | 25234        | HEID, THOMAS J        | 802    |             | 1,285.80  |
| 02/17/2018      | PC           | 02/23/2018       | 25235        | VANLOO, JOSEPH G.     | 902    |             | 538.81    |
| 02/17/2018      | PC           | 02/23/2018       | 25236        | WYMAN, MATTHEW A.     | 927    |             | 1,459.48  |
| 02/17/2018      | PC           | 02/23/2018       | 25237        | BOSS, RYDER S.        | 932    |             | 242.18    |
| 02/17/2018      | PC           | 02/23/2018       | 25238        | MILLER, WILLIAM S.    | 933    |             | 1,088.80  |
| 02/17/2018      | PC           | 02/23/2018       | 25239        | DOUGLAS, MARK         | 935    |             | 471.86    |
| 02/17/2018      | PC           | 02/23/2018       | 25240        | HASTINGS, MICHAEL A.  | 937    |             | 442.94    |
| 02/17/2018      | PC           | 02/23/2018       | 25241        | TRAVERS, MANUEL J.    | 1000   |             | 1,684.27  |
| 02/17/2018      | PC           | 02/23/2018       | 25242        | STEVENS, JEFFREY W.   | 1028   |             | 693.66    |
| 02/17/2018      | PC           | 02/23/2018       | 25243        | RILEY, CASEY W.       | 1052   |             | 202.55    |
| 02/17/2018      | PC           | 02/23/2018       | 25244        | JONES, LARRY M.       | 1057   |             | 1,401.02  |
| 02/17/2018      | PC           | 02/23/2018       | 25245        | FLORE, ROBERT A.      | 1058   |             | 240.07    |
| 02/17/2018      | PC           | 02/23/2018       | 25246        | WILLSON, BRENDA R.    | 1059   |             | 1,284.75  |
| 02/17/2018      | PC           | 02/23/2018       | 25247        | BEAN, PETER J.        | 1060   |             | 506.49    |
| 02/17/2018      | PC           | 02/23/2018       | 25248        | MCCALIB, RACHELLE L.  | 1066   |             | 519.04    |
| 02/17/2018      | PC           | 02/23/2018       | 25249        | MCMULLEN, DONALD R.   | 1067   |             | 1,034.14  |
| 02/17/2018      | PC           | 02/23/2018       | 25250        | BOYCE, REBECCA L.     | 1070   |             | 353.04    |
| 02/17/2018      | PC           | 02/23/2018       | 25251        | MCFARLAND, JONATHAN   | 1071   |             | 760.48    |
| 02/17/2018      | PC           | 02/23/2018       | 25252        | SILVA, JESSE L.A.     | 1073   |             | 170.43    |
| 02/17/2018      | PC           | 02/23/2018       | 25253        | BASSETT, FREDERICK A. | 1083   |             | 1,540.49  |
| 02/17/2018      | PC           | 02/23/2018       | 25254        | SEHL, JENNA R.        | 1101   |             | 516.39    |
| 02/17/2018      | PC           | 02/23/2018       | 25255        | RILEY, DANIEL A.      | 1102   |             | 385.20    |
| 02/17/2018      | PC           | 02/23/2018       | 122834       | WHITLEY, ANDREW T.    | 522    |             | 1,565.41  |
| 02/17/2018      | PC           | 02/23/2018       | 122835       | MORRISON, KEVIN P.    | 601    |             | 1,126.93  |
| 02/17/2018      | PC           | 02/23/2018       | 122836       | JOHNSON, STEVEN P.    | 617    |             | 1,222.56  |
| 02/17/2018      | PC           | 02/23/2018       | 122837       | BOSS JR, DALE E.      | 701    |             | 1,235.16  |
| 02/17/2018      | PC           | 02/23/2018       | 122838       | HOLM, ARTHUR R.       | 791    |             | 976.16    |
| 02/17/2018      | PC           | 02/23/2018       | 122839       | MATTER, DAWSON K.     | 1038   |             | 1,651.61  |
| Grand Totals:   |              |                  | 85           |                       |        |             | 85,459.93 |

xm

## Report Criteria:

Computed checks included  
 Manual checks included  
 Supplemental checks included  
 Termination checks included  
 Void checks included

| Pay Period<br>Date | Check<br>Issue Date | Check<br>Number | Payee                | Emp<br>ID | Description                   | Amount   |
|--------------------|---------------------|-----------------|----------------------|-----------|-------------------------------|----------|
| 02/17/2018         | 02/23/2018          | 122840          | 4FRONT CREDIT UNION  | 9024      | HSA-EMPLOYEE CONTRIB-4FR      | 628.84   |
| 02/17/2018         | 02/23/2018          | 122841          | AMERICAN FAMILY LIFE | 9011      | AMERICAN FAMILY LIFE-POST     | 158.28   |
| 02/17/2018         | 02/23/2018          | 122841          | AMERICAN FAMILY LIFE | 9011      | AMERICAN FAMILY LIFE-PRETA    | 380.52   |
| 02/17/2018         | 02/23/2018          | 122842          | CHAR EM UNITED WAY   | 9009      | UNITED WAY Pay Period: 2/17/2 | 52.00    |
| 02/17/2018         | 02/23/2018          | 122843          | CHARLEVOIX STATE BA  | 9017      | HSA - EMPLOYEE CONTRIB - C    | 2,085.77 |
| 02/17/2018         | 02/23/2018          | 122844          | CHEMICAL BANK        | 9018      | HSA - EMPLOYEE CONTRIB - C    | 150.00   |
| 02/17/2018         | 02/23/2018          | 122845          | COMMUNICATION WORK   | 9004      | CWA UNION DUES Pay Period:    | 541.06   |
| 02/17/2018         | 02/23/2018          | 122846          | MI STATE DISBURSEME  | 9012      | FRIEND OF THE COURT Pay P     | 323.45   |
| 02/17/2018         | 02/23/2018          | 122847          | PRIORITY HEALTH      | 392358    | PRIORITY HEALTH Pay Period:   | 1,616.90 |
| Grand Totals:      |                     | 9               |                      |           |                               | 5,936.82 |

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| Check Number      | Payee                          | Amount    |
|-------------------|--------------------------------|-----------|
| <b>03/06/2018</b> |                                |           |
| 122859            | AIRGAS USA LLC                 | 135.66    |
| 122860            | AIS CONSTRUCTION EQUIPMENT     | 669.05    |
| 122861            | AMERICAN WASTE INC.            | 48.60     |
| 122862            | ARCADIA BENEFITS GROUP INC     | 25.00     |
| 122863            | AT YOUR SERVICE PLUS INC       | 460.00    |
| 122864            | AVFUEL CORPORATION             | 1,520.00  |
| 122865            | BARTLETT'S HOME INTERIORS INC. | 1,014.87  |
| 122866            | BIOMEDICAL SOLUTIONS           | 286.00    |
| 122867            | BREWER, JOHN                   | 500.00    |
| 122868            | CENTRAL INTERCONNECT INC       | 78.75     |
| 122869            | CHARLEVOIX TOWNSHIP            | 584.11    |
| 122870            | CHARTER COMMUNICATIONS         | 1,767.81  |
| 122871            | CINTAS CORPORATION #729        | 30.00     |
| 122872            | DCASSESSING SERVICES           | 4,371.08  |
| 122873            | DeROSIA, PATRICIA E.           | 50.00     |
| 122874            | DERRER OIL & PROPANE CO        | 906.40    |
| 122875            | DOAN, GERARD P.                | 366.93    |
| 122876            | DORNBOS SIGN INC.              | 1,869.00  |
| 122877            | DOTSON, LINDSEY J.             | 50.00     |
| 122878            | EDGEWATER RESOURCES LLC        | 10,167.31 |
| 122879            | ELLIOTT, PATRICK M.            | 398.33    |
| 122880            | ENERGIS HIGH VOLTAGE RESOURCE  | 8,153.74  |
| 122881            | ENERGY ADVANTAGE GROUP         | 3,375.00  |
| 122882            | ETNA SUPPLY                    | 8,730.00  |
| 122883            | FASTENAL COMPANY               | 126.04    |
| 122884            | FISHER SCIENTIFIC              | 511.21    |
| 122885            | GOLDING, JOYCE M.              | 50.00     |
| 122886            | GRAINGER                       | 268.02    |
| 122887            | GRAND TRAVERSE DIESEL INC.     | 333.66    |
| 122888            | GRP ENGINEERING INC.           | 2,000.00  |
| 122889            | HANKINS, SCOTT A.              | 50.00     |
| 122890            | HEID, THOMAS J.                | 50.00     |
| 122891            | HERITAGE FIRE EQUIPMENT        | 1,001.80  |
| 122892            | HERZOG ELECTRIC                | 100.00    |
| 122893            | HEYDLAUFF, MARK L              | 50.00     |
| 122894            | HOLIDAY COMPANIES              | 8,255.37  |
| 122895            | HYDE SERVICES LLC              | 2,252.50  |
| 122896            | HYDRO CORP                     | 530.00    |
| 122897            | JOHN E. GREEN COMPANY          | 324.20    |
| 122898            | JOHNSON, STEVEN P.             | 72.00     |
| 122899            | JOPPA HOUSE MINISTRIES PROGRA  | 10,000.00 |
| 122900            | KEVIN'S METER TESTING          | 2,789.72  |
| 122901            | KEY CONTROLS ELECTRICAL SERVIC | 100.00    |
| 122902            | KIRINOVIC, THOMAS F.           | 50.00     |
| 122903            | KLOOSTER, ALIDA K.             | 50.00     |
| 122904            | KMart                          | 11.98     |
| 122905            | KSS ENTERPRISES                | 72.35     |
| 122906            | LAKE CHARLEVOIX BREWING        | 340.00    |

M = Manual Check, V = Void Check

| Check Number      | Payee                          | Amount     |
|-------------------|--------------------------------|------------|
| 122907            | LANDSCAPE FORMS INC.           | 3,610.00   |
| 122908            | LANSING, IRENE                 | 600.00     |
| 122909            | MAYER, SHELLEY L.              | 50.00      |
| 122910            | McGINN, KELLY A.               | 50.00      |
| 122911            | MCMASTER-CARR                  | 745.73     |
| 122912            | MCMULLEN, DONALD R             | 50.00      |
| 122913            | METAL HEAD WELDING LLC         | 1,050.00   |
| 122914            | MICHIGAN MUNICIPAL LEAGUE      | 49.50      |
| 122915            | MICHIGAN WATER ENV ASSOC       | 70.00      |
| 122916            | MILLER, WILLIAM S.             | 50.00      |
| 122917            | MODERN MARKETING               | 119.78     |
| 122918            | NYE UNIFORM CO                 | 101.55     |
| 122919            | OTEC                           | 390.00     |
| 122920            | OVERHEAD DOOR COMPANY          | 392.00     |
| 122921            | POLLARD WATER                  | 222.07     |
| 122922            | POWER LINE SUPPLY              | 3,176.50   |
| 122923            | PREIN & NEWHOF                 | 36,440.67  |
| 122924            | PRO IMAGE DESIGN INC           | 50,488.00  |
| 122925            | PRO WEB MARKETING LLC          | 30.00      |
| 122926            | PRODUCTIVITY PLUS ACCOUNT      | 775.15     |
| 122927            | SC SUPPLY COMPANY LLC          | 1,631.80   |
| 122928            | SCHOOL OF PLANNING, DESIGN & C | 2,500.00   |
| 122929            | SOS ANALYTICAL                 | 150.00     |
| 122930            | STATE OF MICHIGAN              | 663.25     |
| 122931            | STATE OF MICHIGAN              | 200.00     |
| 122932            | STATE OF MICHIGAN              | 60.00      |
| 122933            | SUN BADGE CO.                  | 107.75     |
| 122934            | SUPERIOR MECHANICAL            | 2,046.22   |
| 122935            | SWEM, DONALD L.                | 50.00      |
| 122936            | THIRD DAY FELLOWSHIP           | 3,000.00   |
| 122937            | TRAVERS, MANUEL J.             | 50.00      |
| 122938            | TRUCK & TRAILER SPECIALTIES    | 177.55     |
| 122939            | UNIFIRST CORPORATION           | 573.59     |
| 122940            | USA BLUE BOOK                  | 1,694.47   |
| 122941            | VILLAGE GRAPHICS INC.          | 126.00     |
| 122942            | WORK & PLAY SHOP               | 87.68      |
| 122943            | WURST, RANDALL W.              | 50.00      |
| 122944            | WYMAN, MATTHEW A.              | 50.00      |
| Total 03/06/2018: |                                | 186,625.75 |
| Grand Totals:     |                                | 186,625.75 |

| Check Number      | Payee                        | Amount    |
|-------------------|------------------------------|-----------|
| <b>02/20/2018</b> |                              |           |
| 22018001          | MICHIGAN PUBLIC POWER AGENCY | 33,256.64 |
| Total 02/20/2018: |                              | 33,256.64 |
| Grand Totals:     |                              | 33,256.64 |

| Check<br>Issue Date | Check<br>Number | Payee                          | Amount    |
|---------------------|-----------------|--------------------------------|-----------|
| <b>22318001</b>     |                 |                                |           |
| 02/23/2018          | 22318001        | **EFTPS* Payroll Taxes         | 7,898.88  |
| 02/23/2018          | 22318001        | **EFTPS* Payroll Taxes         | 7,898.88  |
| 02/23/2018          | 22318001        | **EFTPS* Payroll Taxes         | 1,847.35  |
| 02/23/2018          | 22318001        | **EFTPS* Payroll Taxes         | 1,847.35  |
| 02/23/2018          | 22318001        | **EFTPS* Payroll Taxes         | 9,704.18  |
| Total 22318001:     |                 |                                |           |
|                     | 5               |                                | 29,196.64 |
| <b>22318002</b>     |                 |                                |           |
| 02/23/2018          | 22318002        | Alerus Financial               | 400.00    |
| Total 22318002:     |                 |                                |           |
|                     | 1               |                                | 400.00    |
| <b>22318003</b>     |                 |                                |           |
| 02/23/2018          | 22318003        | STATE OF MICHIGAN              | 4,519.83  |
| Total 22318003:     |                 |                                |           |
|                     | 1               |                                | 4,519.83  |
| <b>22318004</b>     |                 |                                |           |
| 02/23/2018          | 22318004        | Vantagepoint - 401 Plan 109153 | 742.50    |
| Total 22318004:     |                 |                                |           |
|                     | 1               |                                | 742.50    |
| <b>22318005</b>     |                 |                                |           |
| 02/23/2018          | 22318005        | Vantagepoint - 457 Plan 300959 | 5,338.59  |
| 02/23/2018          | 22318005        | Vantagepoint - 457 Plan 300959 | 714.92    |
| 02/23/2018          | 22318005        | Vantagepoint - 457 Plan 300959 | 1,887.46  |
| 02/23/2018          | 22318005        | Vantagepoint - 457 Plan 300959 | 5,254.44  |
| Total 22318005:     |                 |                                |           |
|                     | 4               |                                | 13,195.41 |
| <b>22318006</b>     |                 |                                |           |
| 02/23/2018          | 22318006        | Vantagepoint - Roth IRA 706117 | 1,186.53  |
| Total 22318006:     |                 |                                |           |
|                     | 1               |                                | 1,186.53  |
| Grand Totals:       |                 |                                |           |
|                     | 13              |                                | 49,240.91 |

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| Check Number      | Payee | Amount    |
|-------------------|-------|-----------|
| <b>02/23/2018</b> |       |           |
| 22318007          | MERS  | 30,947.71 |
| Total 02/23/2018: |       | 30,947.71 |
| Grand Totals:     |       | 30,947.71 |

| Check Number      | Payee                        | Amount     |
|-------------------|------------------------------|------------|
| <b>02/26/2018</b> |                              |            |
| 22618001          | MICHIGAN PUBLIC POWER AGENCY | 15,451.79  |
| 22618002          | MICHIGAN PUBLIC POWER AGENCY | 147,853.30 |
| Total 02/26/2018: |                              | 163,305.09 |
| Grand Totals:     |                              | 163,305.09 |

| Check Number      | Payee                          | Amount     |
|-------------------|--------------------------------|------------|
| <b>03/06/2018</b> |                                |            |
| 3035              | CHARLEVOIX COUNTY TREASURER    | 1,148.99   |
| 3036              | CHARLEVOIX COUNTY TREASURER    | 225,945.43 |
| 3037              | CHARLEVOIX DISTRICT LIBRARY    | 83,499.47  |
| 3038              | CHARLEVOIX PUBLIC SCHOOLS      | 2,143.79   |
| 3039              | CHARLEVOIX PUBLIC SCHOOLS      | 336.90     |
| 3040              | CHARLEVOIX PUBLIC SCHOOLS      | 67.36      |
| 3041              | CHARLEVOIX PUBLIC SCHOOLS      | 67.36      |
| 3042              | CITY OF CHARLEVOIX - TAXES DUE | 52,091.81  |
| 3043              | HERWEYER, JEFF                 | 20.00      |
| 3044              | MORLEY, PETER                  | 35.87      |
| 3045              | RECREATIONAL AUTHORITY         | 15,658.73  |
| Total 03/06/2018: |                                | 381,015.71 |
| Grand Totals:     |                                | 381,015.71 |

**CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT**

# CHARLEVOIX CITY COUNCIL

## Consent Agenda

**TITLE:** Buy Siemens Replacement Regulator for \$15,425.00

**DATE:** March 5, 2018

### **BACKGROUND:**

The City electric system had a regulator failure in early January. The regulators keep the system voltage at acceptable levels. When one regulator goes bad it affects all circuits tied to that particular substation transformer (of which we have three). During most of the year, except during the peak of summer, we have the ability to transfer loads to the other two station transformers and fix the failed equipment, so it was good that the regulator failed now and not during July.

It took approximately six weeks to perform emergency repairs on the failed regulator due to lead times for replacement parts. It also cost us a premium because it was unplanned work (cost was almost \$9,000). That regulator is now back in service and the substation transformers are back to normal operations.

It became clear that if this were to occur in mid-summer it would have serious consequences for the electric system. Because of that we are proposing to purchase a spare regulator that would then be available on site for emergency use.

We obtained bids from two manufacturers for a replacement regulator and control. The third manufacturer's bid was rejected after discovering that the regulator would not physically fit in our substation without extensive modifications. The two bids were:

RESCO (Siemens)                \$15,425.00

Powerline Supply (Cooper)    \$17,648.86

We have regulators from each of these manufacturers already in service so either would be acceptable. Therefore it is recommended to take the low bid. The budget has \$30k for station transformer maintenance and it is proposed to use that money for this purchase.

### **RECOMMENDATION:**

Approve the purchase of a Siemens Industry Regulator from RESCO for a price of \$15,425.00 per the Siemens Proposal 2018-0164 dated January 19, 2018.

# CHARLEVOIX CITY COUNCIL

## Reports and Communications

**TITLE:** City Manager's Comments

**DATE:** March 5, 2018

**PRESENTED BY:** Mark L. Heydlauff, City Manager

### **BACKGROUND:**

#### **A. New Recreation Director**

I have hired Kent Knorr as our new Recreation Director. He is tentatively hoping to begin work on April 2 and will work with Tom Kirinovic during the transition. Kent is currently a Financial Analyst and Manager of Golf Courses for the Indianapolis Parks Department where he has been employed since 2000. During his career with Indianapolis, he has managed and provided recreation programming in a large community park, overseen the operation and programming of the city's ice rinks, velodrome, and currently the city's 13 golf courses. Kent's career has combined hands on programming of recreation activities with an eye toward financial improvement and cost considerations. He holds a Bachelors Degree from Eureka College and advanced certificates from Indiana University and North Carolina State University. He has served on the Board of Directors of the Indiana Golf Foundation/First Tee of Indiana and Friends of Ellenburger Park. He has been recognized as a Mayor's Performance Award Winner in 2012 and the National Alliance for Youth Sports Excellence Award Winner in 2006. I believe Kent will be a great addition to our management team and look forward to bringing him on board soon.

Finally, I want to thank Tom Kirinovic for his guidance and research as we moved through the process of hiring a new director. Tom is a great professional and has helped move our department forward in the time he has led it. I wish him well as he "retires" again. Our community is lucky to have his leadership both in the City and on the School Board.

#### **B. EMS Director**

We have posted the position of EMS Director and hope to begin reviewing candidates in the next couple of weeks. Assuming we are able to hire a paramedic as the Director, this will give us two full-time paramedics on our staff and will allow us great certainty in scheduling staff. I'm also reviewing proposals for consulting assistance to assess and help us move the department toward full-time paramedics.

#### **C. Emergency Planning**

Chief Doan is meeting this week on a couple of important emergency preparedness topics. First, he is meeting with Superintendent Mike Ritter to discuss design elements for the new elementary school Charlevoix Public Schools will be constructing. They are looking at ways to incorporate safety elements in the building before it is constructed and contemplating future programming with our officers since the school will be in our jurisdiction. Secondly, Chief Doan is meeting with management at Boulder Park as part of routine planning for emergency events. As recent tragedies beyond our community have unfortunately reminded us, it is important that we always be prepared.

#### **D. Pothole Patching**

This past week, our staff joined crews from MDOT and the Charlevoix County Road Commission in doing extensive patching on US 31 and M-66 using a machine brought in by the State. Hopefully these patches will last longer than traditional cold patch normally used. Ultimately the best improvement for the highway will be the resurfacing project in 2020.

**ATTACHMENTS:**

- ▣ Chip Terrill Letter
- ▣ Public Hearings Notice
- ▣ Planning Commission Minutes January 8, 2018

Zimbra

joyceg@charlevoixmi.gov

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**FOLLOWUP TO: DeVoss Study Recommending High Speed Internet for CHX**

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**From :** Chip Terrill <charlevoixboy@gmail.com>  
**Subject :** FOLLOWUP TO: DeVoss Study Recommending  
High Speed Internet for CHX  
**To :** Chip Terrill <charlevoixboy@gmail.com>

Mon, Feb 19, 2018 06:35 PM

 1 attachment

Charlevoix Folks

Friends, I hope this email finds you doing well.

I ask that this letter be placed on the agenda for the next City Council meeting.

I will not be there to speak on its behalf but ask that you address this issue.

Shortly after the DeVoss study regarding Charlevoix business development was released, long time members of the Council will remember that I encouraged that the City of Charlevoix undertake to adopt a major recommendation in the DeVoss study and become a high speed internet community throughout the City of Charlevoix via fiber optics and any evolving technology.

Our community has an advantage over many of the other communities in Michigan in that we are what I call a Grange Community. A Grange community is a result of the Grange Movement in the late 1800 and early 1900's of this country and were strongly identified with rural areas. The Grange opposed having big utilities dictate to their community and strongly supported community ownership of the lines of electric distribution as well as other vital services

The advantage is that our City owned electric poles allow for easier fiber optic distribution since the City need not pay another entity to attach to their poles the fiber optic cable or transponders or other means of internet signal distribution..

I made this recommendation as I firmly believe that such high speed internet access is an integral factor force for encouraging economic development in our community.

In the summer of 2016, I again raised this issue as to my knowledge at that time no action had been taken to develop such high speed access.

Subsequently to my 2016 inquiry, I understand that the City via the Charlevoix Downtown Development Authority has begun efforts to bring such internet access to

fruition in our downtown area.

Good but not enough. We need such service community wide within the entire boundaries of our community and our electric poles are ready to provide such access.

Attached you will find an article that is pushing the TC community to do what I have long recommended for Charlevoix.

Do not tarry, time is of the essence on these issues.

Best Regards

Delbert R "chip" Terrill, Jr.  
Taxpayer and Development Supporter

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 **CHX Internet.pdf**  
315 KB

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By Casey Cowell

# Catch-up time — we need gig fiber now



Casey Cowell is a tech entrepreneur, philanthropist and startup investor. He is a principal of local investment group Boomerang Catapult LLC.

**T**he litmus test for where to locate and grow your enterprise in the past focused on factors like highway access, water and power services, or rail and other transportation. It's entirely different today. Top of the list for many enterprises now is access to true high-speed internet.

Communities with speed attract new enterprise. Those without are left behind.

As of this past summer, about 25 percent of the U.S. is wired for gigabit fiber. Gig fiber is internet connectivity from your home or office at the speed of one billion bits per second. (My company's first modem products in 1976 provided 300 bps!) There are nearly four billion internet users globally — more than 50 percent of the world population. Fiber's breadth, reliability and speed is affecting our society.

In communities like ours — small, somewhat remote and moving to transition their economies, gigabit fiber is a game changer.

Whether communicating with satellites, developing software to be deployed around the world, mining cryptocurrencies or any number of new and exciting ventures that can happen right here in Traverse City, a common thread is that they all require true high-speed internet. Traverse City Light and Power in the spring of 2017 committed to add to its capital plan gigabit fiber deployment across our city. The sooner deployment happens the better.

Consider the number of people now able to telecommute to jobs on the other side of the country or the other side of the world. Some are doing that right here in Traverse City. "Your New Boss: An Algorithm" in the December 10th Wall Street Journal spells this out.

Here's a summary:

The last few years have seen dramatic advances in Artificial Intelligence and Machine Learning — a well-known example is IBM Watson. There are now Machine Learning applications that track and evaluate worker performance over thousands of workers. When new projects need to be staffed, the computers choose the employees ... no matter where they're located (say, Traverse City) because with gig-speed communications, teams and interactions can become location agnostic. Per Tomas Chamorro-Premuzic, a professor of business psychology at University College London, "What managers do mostly is identify potential, build teams, assign tasks, measure performance and provide feedback. Generally speaking, humans aren't very good at these tasks." Increasingly, players will be chosen by an objective algorithm that will be location agnostic in its choices.

This is great for our residents and community — if we have the internet speed.

Our area's first Blockchain Boomerang is Eric Bravick. He spent time in our area growing up and always wanted to live and work here. As an engineer and mathematician, he has worked on the design and

development of over 50 commercial grade data centers throughout Asia, Europe and North American that have focused on massive data storage, artificial intelligence, cryptocurrency operations and trading. Eric on locating here:

"Returning to Traverse City to run an internet based company has been full of unnecessary difficulties. Given that much of the country is wired, managers of internet companies assume high-speed fiber is available, reliable and affordable, thus making competitive connection to the global business economy a non-issue. Moving to Traverse City, I quickly discovered I had reverted to Cable-Modem world, where speed is limited, reliability is poor and cost is high. It's really far past time for Traverse City to embrace high-speed fiber throughout our area. The loss of productivity and opportunity is far greater than the entire cost of a fiber buildout for the city when you add up all the stories like mine and combine them."

Gigabit fiber is not a futuristic luxury, but an absolute necessity for our community. Just like paved roads, water lines and reliable, plentiful power, it is a requirement to conduct business and a basic expectation throughout much of our country. True high-speed internet will not be the one solution that will springboard our economy and attract outstanding companies to grow here. But lack of it could continue to drag us down. Let's Get It. Encourage and help TCLP to make this happen. **HTB**



**CITY COUNCIL  
NOTICE OF PUBLIC HEARINGS**

Monday, March 19, 2018, 6:00 p.m.  
Council Chambers, City Hall, 210 State Street, Charlevoix, MI

The Charlevoix City Council will hold public hearings on Monday, March 19th at 6:00 p.m. in Council Chambers of City Hall to receive public input to consider the following Ordinances:

- 787 amending Title IX, Chapter 118 Prohibited Swimming/Wading Areas, to change the offense from a misdemeanor to civil infraction
- 788 amending Title II, Chapter 22 City Water Utility, to include residential parcels in cross connection requirements
- 789 amending Title V, Article 11 Signs, to better define sign regulations
- 790 amending Title VI, Chapter 61 Nuisances, to define dangerous signs
- 791 amending Title V, Articles 1, 2, 4, 8, 9 and 12, amending general sections of the Zoning code including definitions and retaining wall requirements
- 792 replacing Title II, Chapter 21 Garbage and Rubbish, to define solid waste requirements.

Interested citizens can make comments at the public hearing or written comments may be sent to the City Clerk's Office, 210 State Street, Charlevoix, Michigan 49720 or [clerk@charlevoixmi.gov](mailto:clerk@charlevoixmi.gov)

Joyce M. Golding, Clerk  
02/20/2018 11:00 a.m.

The City of Charlevoix will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon one week's notice to the City of Charlevoix. Individuals with disabilities requiring auxiliary aids or services should contact the City of Charlevoix Clerk's Office in writing or by calling the following: City Clerk, 210 State Street, Charlevoix, MI 49720 (231) 547-3250.

**CITY OF CHARLEVOIX**  
**PLANNING COMMISSION MEETING MINUTES**  
**Monday, January 8, 2018 - 6:00 p.m.**  
210 State Street, City Hall, Council Chambers, Charlevoix, MI

**A. Call to Order**

The meeting was called to order at 6:00 p.m. by Chair Chamberlain.

**B. Roll Call**

Chair: Sherm Chamberlain

Members Present: Judy Clock, Mary Eveleigh, Nelson Fletcher, Toni Felter, Rick Golding, Dennis Halverson, RJ Waddell, Brian Gelb (late)

Members Absent: None

Staff Present: Elise Crafts, Regional Planner Networks Northwest; Larry Sullivan, Interim Zoning Administrator

**C. Inquiry into Potential Conflicts of Interest**

Chair Chamberlain stated he had a conflict of interest on the proposed Peppervine project as he worked with Carol Amick.

**D. Approval of Agenda**

The Commission members approved the agenda as presented.

**E. Approval of the December 11, 2017 Minutes**

Motion by Member Felter, second by Member Eveleigh, to approve the minutes of December 11, 2017 as presented.

Motion passed by unanimous voice vote.

**F. Call for Public Comment Not Related to Agenda Items**

**G. New Business**

**1. Preliminary Site Condominium Development Plan Review (Peppervine)**

**a. Staff Presentation**

Chair Chamberlain distributed copies of an article from *Planning & Zoning News* that outlined site condominiums and a publication put out by the State of Michigan – *Notice of Intent to Condominiumize* and he summarized the process to create a site condominium. Chair Chamberlain left the dais.

Interim Zoning Administrator Sullivan suggested that the Commission consider a preliminary review of the plan for a 21-unit Single Family Residential Site Condominium Development. He stated that the applicant would need to come up with a legal description for each site as well as a description of the building envelope, resolve utility issues and provide condominium documents. He stated that Public Works Superintendent Elliott indicated that the City does not require curb and gutter and sidewalks on a private street. The property owners would be responsible for snow plowing and any other issues related to the private street maintenance. The City Manager suggested that prior to City Council acting on this plan it should be reviewed by an independent third-party engineering firm.

**b. Applicant Presentation**

Jim Malewitz, Performance Engineering, commented that Electrical Superintendent Swem was not in favor of putting the electrical utilities behind the lots so he will meet with Mr. Swem to redesign the location of the electrical utilities. He suggested that the Commission could approve the plan subject to the final electrical design approval. Member Fletcher questioned if the project would require any variances and Mr. Malewitz responded no.

**c. Public Comments**

**d. Planning Commission Discussion**

Member Waddell questioned the location of the mailboxes and Interim Zoning Administrator Sullivan identified the mailboxes on the plan. Discussion followed regarding condominium association dues, regulations, common area and road maintenance, and the conditions outlined in Staff's recommendations. Interim Zoning Administrator Sullivan stated that all neighbors within 300' were notified and he received three letters from neighbors along with one neighbor (John Hess) who stopped in the office and was "fine with it".

Motion by Member Waddell, second by Member Fletcher, that if the five issues identified by Staff can be satisfied then the Planning Commission approves this plan going to City Council for final approval. Motion passed by unanimous roll call vote, except for Chair Chamberlain who abstained from the vote.

The five issues identified by Staff include the following:

- a. Input from the Public Works Department regarding the utilities and roads;
- b. Determination as to the need for fire hydrants within the development;
- c. Approval of the street and utility design by an independent engineer;
- d. Provisions of a landscaping plan complying with Section 5.81 (5) of the Zoning Ordinance; and
- e. Submission of condominium documents as required by the Michigan Condominium Act with a review and recommendation of approval from the City Attorney.

2. Public Hearing: Proposed General Ordinance and Signage Amendments

Chair Chamberlain returned to the dais. Regional Planner Crafts stated that the City Attorney reviewed the proposed Ordinance and felt that due to the number of cases (about 150) that have been litigated since the 2015 case (*Reed v Town of Gilbert, Arizona*) which they were basing their draft Sign Ordinance amendment on, he would like to take a month to tighten up any gray areas that exist in the draft Ordinance. The City Attorney requested that consideration of the sign ordinance be postponed until the February 12<sup>th</sup> Planning Commission meeting, and the Commission concurred. Regional Planner Crafts referenced her memo and reviewed the edits proposed by the City Attorney.

The public hearing on the proposed zoning amendments was opened and closed as there were no public present.

New member Brian Gelb joined the meeting at this time, and gave a brief background of his experience.

Motion by Member Felter, second by Member Eveleigh, to accept the proposed zoning amendments with changes as proposed. Motion passed by unanimous roll call vote.

3. Set 2018 Meeting Schedule

Motion by Member Fletcher, second by Member Eveleigh, to change the meeting time of the Planning Commission to 6:00 p.m. of the second Monday of every month for 2018 with a change to the By-Laws to reflect the 6:00 p.m. start time. Motion passed by unanimous roll call vote.

4. Selection of Officers

Motion by Member Waddell, second by Member Fletcher, to retain the current officers of Sherm Chamberlain as Chair and Judy Clock as Vice Chair. Motion passed by unanimous roll call vote, except for Chair Chamberlain and Vice Chair Clock who abstained from the vote.

5. Request to Review Boarding House and Shuffleboard

Chair Chamberlain questioned whether employer-owned housing was considered a boarding house or was it a private owner renting a place to private individuals who work for the owner's company. Discussion followed regarding paved parking requirements for boarding houses. City Manager Heydlauff explained that Council questioned was is it necessary to have a specified parking lot for a boarding house whereas a short-term rental has far more permissive language of "parking sufficient to accommodate the needs of the rental". Regional Planner Crafts stated that she will bring the Commission boarding house regulations from other communities for discussion.

City Manager Heydlauff stated that the City was approached by a donor who was interested in bringing shuffleboard back to downtown if it was something the community was in favor of. He stated the first step in a donation acceptance is consideration by the Planning Commission. Discussion followed regarding the past shuffleboard court in East Park, and other potential locations for a court. The Commission felt that other potential locations such as the golf course, Ferry Beach or Lake Michigan Beach may be more appropriate rather than downtown. City Manager Heydlauff stated that he would relay the Commission's thoughts to the donor.

**H. Old Business**

**I. Staff Updates**

1. Solid Waste Ad Hoc Committee

Vice Chair Clock stated that the meeting was scheduled for next week.

Regional Planner Crafts stated that she was resigning from Networks Northwest, but Staff Planner Lucas tentatively hired her replacement.

**J. Request for Next Month's Agenda or Research Items**

**K. Adjournment**

Motion by Member Eveleigh, second by Member Clock, to adjourn the meeting. Motion passed by unanimous voice vote.  
Meeting adjourned at 7:38 p.m.

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Joyce M. Golding/fgm

City Clerk

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Sherm Chamberlain

Chair