

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, March 4, 2019 – 6:00 p.m.
Council Chambers, 210 State Street, Charlevoix, MI

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

1. Pledge of Allegiance

2. Roll Call

Deputy Mayor: Shane Cole
Members Present: Greg Bryan, Aaron Hagen, Janet Kalbfell, Tom Oleksy, Leon Perron
Members Absent: Mayor Luther Kurtz
City Manager: Mark L. Heydlauff
City Clerk: Joyce Golding

3. Presentations

A. Main Street Update

DDA Director Dotson presented an informational update on the efforts of the Charlevoix Main Street DDA program over the past two years and a look ahead at programming for 2019/2020.

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 18, 2019
- B. Accounts Payable and Payroll Check Registers
 - a. Special Accounts Payable Check Register – February 20, 2019
 - b. Regular Accounts Payable Check Register – March 5, 2019
 - c. ACH Payments – February 19, 2019 to February 25, 2019
 - d. Payroll Check Register – February 22, 2019
 - e. Payroll Transmittal – February 22, 2019
 - f. Tax Disbursement – March 5, 2019
- C. Renew Networks Northwest Zoning Administrator Contract – not to exceed \$49,500
- D. Oleson Foundation Grant – application for \$9,500 to fund two beach accessibility mats

Motion by Kalbfell, second by Oleksy, to approve the Consent Agenda as presented.

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

Nays: None

6. Public Hearings & Actions Requiring Public Hearings

A. Set Public Hearing for Historic Preservation Ordinance Update

DDA Director and Historic District Commission Staff Advisor Dotson stated that the State Historic Preservation Office recommended updates to the Historic District Governing Ordinance of the City of Charlevoix in response to our application to become a Certified Local Government through the National Park Service. Much of the language has been cleaned up in relation to the Historic District Commission and also to better align with current Michigan Building Code.

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

Motion by Hagen, second by Kalbfell, to set a public hearing to consider updates to the Historic District Governing Ordinance of the City of Charlevoix on March 18, 2019 at 6 p.m. in the Council Chambers of City Hall.

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

Nays: None

7. All Other Actions & Requests

8. Reports & Communications

A. Public Comments

B. City Manager Comments

- Mayor called for a joint work session with Council and the Planning Commission on March 20th at 6:30 p.m.
- Solid Waste Request for Proposals for Boyne City, East Jordan and Charlevoix will be released in the next couple of weeks
- Parking Request for Qualifications results will be discussed at the March 18th meeting

C. Mayor & Council Comments

- Oleksy reiterated his frustration with the lack of refuse pickup over the last couple of weeks

9. **Other Council Business**

10. **Adjourn**

The Deputy Mayor adjourned the meeting at 6:29 p.m.

Joyce M. Golding	City Clerk	Shane Cole	Deputy Mayor
Special Accounts Payable – 02/20/2019			
AT&T	3,537.13	HEALTH DEPT OF NW MICHIGAN	150.00
AT&T MOBILITY	91.18	METLIFE SMALL BUSINESS CENTER	590.52
CHARLEVOIX STATE BANK	5,716.45	PRIORITY HEALTH	43,987.78
CHARTER COMMUNICATIONS	1,138.96	STANDARD INSURANCE CO	2,448.68
DELTA DENTAL	3,490.37	VISION SERVICE PLAN	565.15
GREAT LAKES ENERGY	294.58	TOTAL	62,010.80
Regular Accounts Payable – 03/05/2019			
AIRGAS USA LLC	65.55	KLOOSTER, PATRICK H.	50.00
ALTEC INDUSTRIES INC	88.35	KNORR, KENT J.	50.00
AMERICAN WASTE INC.	46.76	KSS ENTERPRISES	42.75
ANNIS, JOEL	24.00	LAKESHORE TIRE & AUTO SERVICE	10.00
ANYTIME TOWING SERVICES INC	405.00	LAVENDER, JOSEPH E.	50.00
ANZELL, BETH	50.00	MAYER, SHELLEY L.	50.00
ARCADIA BENEFITS GROUP INC	25.00	McGINN, KELLY A.	50.00
AT YOUR SERVICE PLUS INC	1,174.66	MCMULLEN, DONALD R.	139.32
B & L SOUND INC	171.93	MICHIGAN MUNICIPAL LEAGUE	17,462.00
BARTLETT'S HOME INTERIORS INC.	601.40	MICHIGAN PIPE & VALVE	393.27
BRADFORD'S	42.35	MICHIGAN WATER ENV ASSOC	75.00
CDW GOVERNMENT INC.	102.33	MILLER, WILLIAM S.	50.00
CENTRAL DRUG STORE	39.00	MUNSON HEALTHCARE CVX HOSPITAL	845.00
CINTAS CORPORATION #729	30.00	NORTHERN CREDIT BUREAU	921.97
CIVIC SYSTEMS	2,000.00	PARKS AUTO PARTS	35.00
CLOTHING COMPANY, THE	140.00	PERSONAL GRAPHICS	187.22
CROSSROADS MOBILE MAINTENANCE	3,752.07	PHYSICIAN'S CLINIC OF CHARLEVOIX	116.00
CRYSTAL FLASH ENERGY	1,586.15	POWER LINE SUPPLY	4,556.42
CUMMINS BRIDGEWAY LLC	900.76	PRO IMAGE DESIGN INC	2,270.00
DeROSIA, PATRICIA E.	50.00	PRO WEB MARKETING LLC	20.00
DOAN, GERARD P.	50.00	SANDWEISS/THAV CHARLEVOIX ACCT	455.00
DOTSON, LINDSEY J.	50.00	SILVA, JESSE L.A.	129.98
ELLIOTT, PATRICK M.	50.00	SWEM, DONALD L.	50.00
FASTENAL COMPANY	216.58	SWIDORSKI, RAYMOND	25.42
FEYEN ZYLSTRA LLC	700.00	SYSTEMS SPECIALISTS INC	5,366.50
FICK & SONS DIESEL GARAGE	210.00	TELE-RAD INC	255.99
FREEDOM MAILING SERVICES INC.	2,358.28	THE BANK OF NEW YORK MELLON N.A.	498,682.03
GOLDING, JOYCE M.	50.00	TRUCK & TRAILER SPECIALTIES	330.34
GOLDSTICK, JON	75.00	UNIFIRST CORPORATION	572.04
GRAINGER	179.06	US BANK	123,900.00
GREENVIEW DATA INC	272.00	USA BLUE BOOK	313.50
HANKINS, SCOTT A.	50.00	VILLAGE GRAPHICS INC.	90.00
HEYDLAUFF, MARK L.	401.50	WEBB CHEMICAL SERVICE CORP	1,849.82
HOLIDAY COMPANIES	14,021.75	WORK & PLAY SHOP	22.92
JOHN E. GREEN COMPANY	646.53	WURST, RANDALL W.	50.00
KEY CONTROLS ELECTRICAL SERVICES	120.00	WYMAN, MATTHEW A.	50.00
KLOOSTER, ALIDA K.	66.70	TOTAL	690,330.20
ACH Payments – 02/19/2019 to 02/25/2019			
MI PUBLIC POWER AGENCY	50,596.39	VANTAGEPOINT (ROTH IRA)	936.53
IRS (PAYROLL TAX DEPOSIT)	37,181.70	MERS DEFINED BENEFIT PLAN	46,095.24
ALERUS FINANCIAL (HCSP)	400.00	MI PUBLIC POWER AGENCY)	192,579.57
STATE OF MI (WITHHOLDING TAX)	5,561.50	MI PUBLIC POWER AGENCY	12,653.16
VANTAGEPOINT (401 ICMA PLAN)	802.64		
VANTAGEPOINT (457 ICMA PLAN)	19,002.80	TOTAL	365,809.53
Payroll Net Pay – Pay Period Ending 02/16/2019 (Paid 02/22/2019)			
HEYDLAUFF, MARK L.	2,557.16	LOY, EVELYN R.	1,118.81
GOLDING, JOYCE M.	1,764.16	KLOOSTER, ALIDA K.	1,652.48
DEROSIA, PATRICIA E.	1,096.25	GOLOVICH, KAREN J.	996.81
DOTSON, LINDSEY J.	1,351.30	BARNEVELD, RICHELLE L.	585.58

SPENCLEY, PATRICIA L.	1,354.23	NIMPHIE, NOAH J.D.	334.74
MILLER, FAITH G.	54.90	PORATH, JACOB P.	229.21
MCGINN, KELLY A.	1,941.35	CRANDELL, ZACKARY R.	357.00
LAVENDER, JOSEPH E.	1,726.00	WHITE III, MARCUS W.	301.63
DOAN, GERARD P.	2,049.78	BERTINELLI, DAVID P.	396.44
SCHLAPPI, JAMES L.	956.06	FOSTER, WILLIAM P.	380.12
UMULIS, MATTHEW T.	1,299.01	BEMIS, ADDISON J.	379.73
HANKINS, SCOTT A.	1,573.05	NIMPHIE, MASON K.D.	105.72
ORBAN, BARBARA K.	1,140.19	HERBOLDSHEIMER, HANNAH M.	248.92
WILLIAMS, ASHLEY M.	1,345.68	BOSS, BEAU J.	1,111.70
FLICKEMA, ANDREW M.	1,378.80	HEID, THOMAS J.	1,316.87
RILEY, DENISE M.	451.20	WYMAN, MATTHEW A.	1,495.27
MATELSKI, KRISTEN L.	1,301.60	MILLER, WILLIAM S.	965.67
WURST, RANDALL W.	1,101.44	DOUGLAS, MARK	885.98
MAYER, SHELLEY L.	1,469.04	PRIOR, ERIN C.	917.38
HILLING, NICHOLAS A.	1,361.12	CERTA, BRIAN	461.79
MEIER III, CHARLES A.	1,336.47	MCMULLEN, DONALD R.	1,990.42
ZACHARIAS, STEVEN B.	1,552.92	SILVA, JESSE L.A.	1,913.37
NEWMAN, MARK J.	946.08	WILLSON, BRENDA R.	2,381.47
SWEM, DONALD L.	1,976.17	BEAN, PETER J.	1,198.32
EATON, BRAD A.	1,943.94	RILEY, REBECCA J.	2,227.85
WILSON, TIMOTHY J.	2,403.89	STEVENS, JEFFREY W.	393.51
LAVOIE, RICHARD L.	1,852.69	RILEY, CASEY W.	513.32
STEVENS, BRANDON C.	1,967.70	JONES, LARRY M.	524.78
DRAVES, MARTIN J.	2,064.31	MATZ, EMILY S.	901.10
ANDERSON, ELIZABETH A.	1,210.74	ERWIN, RACHELLE L.	266.26
KENWABIKISE, DAVID L.	1,209.74	SEHL, JENNA R.	131.76
ELLIOTT, PATRICK M.	2,403.49	RILEY, DANIEL A.	863.38
SCHWARTZFISHER, JOSEPH L.	1,411.12	WHEELER, MICHAEL W.	951.71
BRADLEY, KELLY R.	1,245.82	DRAKE, WILLIAM F.	1,144.43
HART II, DELBERT W.	1,589.96	JOHNSON, MELISSA A.	651.44
JONES, ROBERT F.	1,617.08	AZZOPARDI, ANTHONY J.	1,003.84
DORAN, JUSTIN J.	1,508.69	DEKORNE, ELIZABETH A.	652.44
FARRELL, MITCHELL L.	1,353.38	VOUSBOUKIS, AUTUMN M.	2,196.68
THORP JR, WILLIAM D.	1,352.81	MCCRANEY, RUSSELL R.	52.86
LEITNER, RYAN S.	1,401.25	BELMONTE, ANTONIO F.	177.61
KNORR, KENT J.	1,853.36	WHITLEY, ANDREW T.	1,890.16
ANZELL, BETH A.	952.78	MORRISON, KEVIN P.	1,325.53
WASHBURNE, MICHAEL J.	110.82	BOSS JR, DALE E.	1,493.16
BOSS, SHERRY M.	634.22	MATTER, DAWSON K.	172.24
BRADLEY, JOHN P.	218.63	HOLM, ARTHUR R.	1,151.08
DIXON, MIKAYA S.	248.92	TOTAL	104,049.87

Payroll Transmittal – 02/22/2019

4FRONT CREDIT UNION	851.84	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	148.82	COMMUNICATION WORKERS OF AMER	584.25
AMERICAN FAMILY LIFE	525.04	MI STATE DISBURSEMENT UNIT	676.10
CHAR EM UNITED WAY	90.00	PRIORITY HEALTH	1,563.15
CHARLEVOIX STATE BANK	1,146.00	TOTAL	5,735.20

Tax Disbursement – 03/05/2019

BRAATZ, JEFFREY	38.01	CHARLEVOIX PUBLIC SCHOOLS	2.86
CHARLEVOIX COUNTY TREASURER	1,125.82	CHARLEVOIX PUBLIC SCHOOLS	11.44
CHARLEVOIX COUNTY TREASURER	347,770.55	CITY OF CHARLEVOIX - TAXES DUE	60,324.24
CHARLEVOIX DISTRICT LIBRARY	98,015.75	MARMER, LYNN	1,699.61
CHARLEVOIX PUBLIC SCHOOLS	12.30	RECREATIONAL AUTHORITY	18,348.94
CHARLEVOIX PUBLIC SCHOOLS	46.16	TOTAL	527,395.68