



AGENDA
CITY OF CHARLEVOIX CITY COUNCIL REGULAR MEETING
Monday, July 1, 2019- 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Presentations**
- 4. Inquiry Regarding Conflicts of Interest**
- 5. Consent Agenda**
 - A. City Council Meeting Minutes - June 17, 2019
 - B. Accounts Payable and Payroll Check Registers
 - C. MPPA Commissioners Appointment
- 6. Public Hearings and Actions Requiring Public Hearings**
- 7. All Other Actions and Requests**
 - A. Short-term Rental Moratorium
Mark L. Heydlauff, City Manager
 - B. Veteran's Park Sign
Birdie Whitley
 - C. Selection of City Flag Design
Mark L. Heydlauff, City Manager
- 8. Reports and Communications**
 - A. Public Comments
 - 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 - June 17, 2019

DATE: July 1, 2019

RECOMMENDATION:

Motion to approve City Council minutes.

ATTACHMENTS:

- ▣ Draft Council Minutes

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, June 17, 2019 – 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
City Attorney: Scott Howard

3. Presentations

4. Inquiry Regarding Conflicts of Interest

Bryan disclosed that he sold short-term rentals in the City but the City Attorney stated that this was not a conflict.

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. Oleksy requested that item 5.C be removed from the Consent Agenda for further discussion.

- A. City Council Meeting Minutes – June 3, 2019
- B. Accounts Payable and Payroll Check Registers
 - a. Special Accounts Payable Check Register – June 5, 2019
 - b. Special Accounts Payable Check Register – June 12, 2019
 - c. Regular Accounts Payable Check Register – June 18, 2019
 - d. ACH Payments – June 3, 2019 to June 14, 2019
 - e. Payroll Check Register – June 14, 2019
 - f. Payroll Transmittal – June 14, 2019
- C. Purchase Two Pickup Trucks – Berger Chevrolet for \$59,461
- D. PA95 Opt Out – approve annual opt out
- E. Venetian Festival Fireworks and Contract for \$15,000 – approve fireworks permit, Hold Harmless Agreement and City contract
- F. Charlevoix Yacht Club Request for Free Parking: Nucore Triangle & Red Fox Regatta – waive parking fees

CITY OF CHARLEVOIX
RESOLUTION NO. 2019-06-01
WAIVE PARKING FEES FOR CHARLEVOIX YACHT CLUB

WHEREAS, *the Charlevoix Yacht Club is hosting the Nucore Triangle Race and Red Fox Regatta on August 30-31 and September 1, 2019; and*

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

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

NOW THEREFORE BE IT RESOLVED, *that the City Council of the City of Charlevoix, hereby waives parking fees for the Nucore Triangle Race and Red Fox Regatta on August 30-31 and September 1, 2019.*

RESOLVED *this 17th day of June, 2019 A.D.*

Resolution was adopted by the following yea and nay vote:

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

- G. Charlevoix Main Street AmeriCorps VISTA job description – approve

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

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

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6. Public Hearings & Actions Requiring Public Hearings

7. All Other Actions & Requests

A. Short Term Rental Registration Moratorium

City Manager Heydlauff recalled that at the last meeting, Council imposed a moratorium on the acceptance of registrations for short term rentals beginning on July 1. The City Attorney explained the use of a moratorium and how short term rentals might be regulated. He and Zoning Administrator Scheel answered multiple questions from Council. Bryan discussed the potential impact of a moratorium or limit to short-term rentals.

Mayor Kurtz opened the item to public comment.

- Mitts Lee was not in favor of a moratorium or a limitation on short term rentals
- Maureen Owens asked when the ordinance was enacted and if registration was annual
- Arnie Silva was not in favor of a moratorium or rental limitation
- Jill Rowley asked what Charlevoix's goals were

The item was closed to the public.

Motion by Bryan, second by Hagen, to direct the City Attorney to formalize a moratorium on short term rentals [registrations] with a start and end date to be determined by Council and further, that moratorium will reiterate that the City of Charlevoix will enforce the short term rental ordinance provision of the zoning ordinance on a complaint basis.

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

Nays: None

B. Establishment of Building Authority

Patrick McGow, Miller Canfield bond counsel for the City, explained how bond financing of the Public Services Facility would work. He noted that in any scenario, Council would likely need to create a Building Authority and be prepared to issue bonds for this project. Mr. McGow stated that City Council needs to adopt Articles of Incorporation for the purpose of forming a nonprofit municipal building authority, establish a Building Authority with Resolution 2019-06-02, and approve the Building Authority contract and notice with Resolution 2019-06-03.

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

Motion by Perron, second by Cole, to approve the Articles of Incorporation for the City of Charlevoix Building Authority.

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

Nays: None

Motion by Kalbfell, second by Hagen, to approve Resolution 2019-06-02 to establish a Building Authority.

**CITY OF CHARLEVOIX
RESOLUTION NO. 2019-06-02
RESOLUTION ESTABLISHING BUILDING AUTHORITY**

WHEREAS, the City Council (the "City Council") of the City of Charlevoix, County of Charlevoix, State of Michigan (the "City"), deems it advisable and necessary to provide for the acquisition and construction of certain public buildings, parking lots or structures, recreational facilities, stadiums and the necessary site or sites therefor for the use of the City; and

WHEREAS, the City deems it advisable and necessary and in the best interest of the City to create and establish an Authority under the provisions of Act 31, Public Acts of Michigan, 1948 (First Extra Session), as amended, for the purpose of accomplishing the aforesaid; and

WHEREAS, the City at this time deems it advisable and necessary to provide for the acquisition and construction of certain public facilities by and through said Authority; and

WHEREAS, Articles of Incorporation of such an Authority under said Act have been prepared and carefully reviewed by the City Council.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. *The attached Articles of Incorporation of the City of Charlevoix Building Authority are hereby approved and adopted.*
2. *The Mayor and City Clerk of the City are hereby authorized and directed to execute said Articles of Incorporation for and on behalf of the City.*
3. *The executed Articles of Incorporation and the affidavit of publication of the Notice of Incorporation and the Summary of Articles of Incorporation shall be delivered by the City Clerk to the County Clerk of the County of Charlevoix and the Secretary of State of the State of Michigan.*

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

Nays: None

RESOLUTION DECLARED ADOPTED.

Motion by Hagen, second by Oleksy, to approve the Limited Tax Full Faith and Credit General Obligation Contract of Lease.

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

Nays: None

Motion by Cole, second by Oleksy, to approve Resolution 2019-06-03 Building Authority Contract and Notice.

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

Nays: None

CITY OF CHARLEVOIX
RESOLUTION NO. 2019-06-03
RESOLUTION APPROVING BUILDING AUTHORITY CONTRACT AND NOTICE

WHEREAS, the City Council of the City of Charlevoix, County of Charlevoix, State of Michigan (the "City"), deems it advisable and necessary to provide for the acquisition, construction, furnishing and equipping of a Public Services Facility, including site improvements and all related appurtenances and attachments thereto (the "Project") for the use of the City; and

WHEREAS, the City has determined, and does hereby reaffirm and determine, that it is necessary for the public health, safety and welfare of the City to acquire, construct, furnish and equip the Project; and

WHEREAS, Act 31, Public Acts of Michigan, 1948 (First Extra Session), as amended ("Act 31"), provides through the procedures of building authority financing a means for the acquisition, construction and financing of the Project; and

WHEREAS, the City, in accordance with the provisions of Act 31, has previously adopted Articles of Incorporation and has established the City of Charlevoix Building Authority (the "Authority"), with full powers to acquire and construct the Project; and

WHEREAS, the City determines it to be in the best interest of the City to acquire, construct, furnish and equip the Project through the Authority in accordance with the provisions of Act 31; and

WHEREAS, the Limited Tax Full Faith and Credit General Obligation Contract of Lease (the "Contract") between the City and the Authority providing for the acquisition, construction and financing of the Project and such matters as are deemed necessary thereto has been prepared and is on file with the City Clerk; and

WHEREAS, the City desires to publish a Notice of Intention of Entering into a Limited Tax Full Faith and Credit General Obligation Contract of Lease so as to begin the statutory referendum period; and

WHEREAS, the City intends at this time to state its intention to be reimbursed from proceeds of the Bonds for any expenditures undertaken by the City for the Project prior to issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Approval of Bonds. The City determines it to be necessary for the public health, safety and welfare of the City to acquire and construct the Project substantially as set forth in the Contract for the use of the City through the issuance of bonds by the Authority in an amount not to exceed Eleven Million Dollars (\$11,000,000) (the "Bonds").

2. Approval of Act 31 Financing. The City hereby determines it to be in the best interest of the City to finance the cost of the Project through the Authority in accordance with the provisions of Act 31.

3. Approval of Contract. The City Council hereby approves the Contract for the acquisition, construction and financing of the Project in substantially the form on file with the City Clerk.

4. Execution of Contract. The Mayor and the City Clerk are hereby authorized to execute and deliver to the Authority the Contract approved by this Resolution. The Contract shall become effective upon the expiration of forty-five days (45) days following the date of publication of the Notice, unless, under the provisions of Section 8b of said Act 31, as amended, the effectiveness of the Contract is stayed by reason of the filing of a petition for referendum thereon and the resultant necessity of prior approval thereof by the qualified electors of the City. A copy of the Contract shall be placed on file in the office of the City Clerk and shall be available for public examination.

5. Notice of Intent. The Notice of Intention of Entering into a Limited Tax Full Faith and Credit General Obligation Contract of Lease and of Right to Petition for Referendum Thereon as hereto attached shall be published in the **Charlevoix Courier**, a newspaper of general circulation in the City, promptly upon adoption of this resolution, the Notice to appear as a display advertisement at least one-quarter (¼) page in size.

6. Designation of Newspaper. The City Council does hereby determine that the designated newspaper is the newspaper circulating in the City which reaches the largest number of persons to whom the Notice is directed and that publication of the Notice in the designated newspaper represents the most practical and feasible means of informing the taxpayers and electors of the City of the Project and the financing thereof.

7. Ratification of Limited Tax Pledge. The City Council hereby ratifies and confirms its covenant in the Contract to levy ad valorem taxes against all taxable property in the City to the extent necessary to meet the obligations of the City thereunder in the event revenues

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from other sources are insufficient for any reason whatsoever. Any such taxes levied to pay the cash rental under the Contract shall be subject to applicable constitutional, statutory and charter tax rate limitations.

8. Official Statement. To the extent necessary, the City hereby authorizes the Authority to prepare and circulate a preliminary and final official statement in connection with the Bonds and, if applicable, further authorizes any of the Mayor, City Manager and the City Clerk to execute such official statements on behalf of the City.

9. Continuing Disclosure. To the extent necessary, the City hereby covenants to comply with Securities and Exchange Commission Rule 15c2-12 (the "Rule") and shall enter into an undertaking for the benefit of the holders and beneficial owners of the Bonds (the "Undertaking") and the Mayor, City Manager and the City Clerk are each hereby individually authorized to execute such undertaking prior to delivery of the Bonds.

10. Tax Covenant. The City shall, to the extent permitted by law, take all actions within its control necessary to maintain the exclusion of the interest on the Bonds from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended, (the "Code") including, but not limited to, actions relating to any required rebate of arbitrage earnings and the expenditure and investment of bond proceeds and moneys deemed to be bond proceeds, and to prevent the Bonds from being or becoming "private activity bonds" as that term is used in Section 141 of the Code.

11. Actions of City Officers. The Mayor, City Manager and the City Clerk are each hereby authorized to take such actions and execute such certificates on behalf of the City as shall be necessary for the issuance of the Bonds, including, but not limited to, assisting the Authority with application for any approvals, waivers or other orders necessary from the Michigan Department of Treasury necessary in order for the Authority to issue, sell and deliver the Bonds.

12. Reimbursement of Prior Expenses. The City makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

(a) The City reasonably expects to reimburse itself with proceeds of the Bonds for certain costs of the Project which were paid or will be paid from funds of the City subsequent to sixty (60) days prior to today.

(b) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$11,000,000.

(c) A reimbursement allocation of the capital expenditures described above with the proceeds of the Bonds will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the Bonds to reimburse the City for a capital expenditure made pursuant to this resolution.

12. Rescission. All resolutions and parts of resolutions insofar as the same conflict with the provisions of this resolution be and the same hereby are rescinded.

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

Nays: No

RESOLUTION DECLARED ADOPTED.

**NOTICE OF INTENTION OF ENTERING INTO A
LIMITED TAX FULL FAITH AND CREDIT GENERAL OBLIGATION CONTRACT OF LEASE
AND OF RIGHT TO PETITION FOR REFERENDUM THEREON**

TO THE TAXPAYERS AND ELECTORS OF THE CITY OF CHARLEVOIX, COUNTY OF CHARLEVOIX, STATE OF MICHIGAN:

PLEASE TAKE NOTICE that the City of Charlevoix, County of Charlevoix, State of Michigan has approved the execution of a Limited Tax Full Faith and Credit General Obligation Contract of Lease with the City of Charlevoix Building Authority pursuant to Act No. 31, Public Acts of Michigan, 1948 (First Extra Session), as amended. Such Contract will provide, among other things, that the Building Authority will acquire, construct, furnish, and equip a Public Services Facility, including site improvements and all related appurtenances and attachments thereto (the "Project"), and WILL ISSUE ITS BONDS TO FINANCE ALL OR PART OF THE ESTIMATED COST OF ACQUIRING AND CONSTRUCTING THE SAME FOR THE CITY IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$11,000,000. The bonds will mature serially in not to exceed 30 annual installments, and will bear interest not exceeding 6% per annum on the outstanding principal balance or such higher rate as may be authorized by law. The bonds will be issued under such Contract in one or more series as shall be determined by the Building Authority.

THE CONTRACT WILL FURTHER PROVIDE THAT THE CITY WILL LEASE THE PROJECT FROM THE BUILDING AUTHORITY AND THE CITY WILL PAY A RENTAL TO THE BUILDING AUTHORITY EQUAL TO THE SUM NECESSARY TO RETIRE THE PRINCIPAL OF AND INTEREST ON THE BONDS, TOGETHER WITH THE COSTS OF OPERATING AND MAINTAINING THE PROJECT AND THE COSTS OF THE BUILDING AUTHORITY IN CONNECTION THEREWITH, REGARDLESS OF WHETHER THE PROJECT IS TENANTABLE. The principal amount to be borrowed by the Building Authority will be indebtedness of the City for purposes of constitutional, statutory, and charter debt limitations, and the principal amount, together with the City's rental obligations for payment thereof, may be increased to cover increased costs of the Project.

CONTRACT OBLIGATION

BY VIRTUE OF THE CONTRACT AND ACT, THE REQUIRED PAYMENTS UNDER THE CONTRACT TO THE BUILDING AUTHORITY WILL BE LIMITED TAX FULL FAITH AND CREDIT GENERAL OBLIGATIONS OF THE CITY PAYABLE FROM ANY AVAILABLE FUNDS OF THE CITY, AND THE CITY WILL BE REQUIRED TO LEVY AD VALOREM TAXES ON ALL TAXABLE PROPERTY WITHIN ITS BOUNDARIES, TO THE EXTENT NECESSARY TO MAKE THE PAYMENTS REQUIRED TO RETIRE THE BONDS AND INTEREST THEREON, IF OTHER FUNDS FOR THAT PURPOSE ARE NOT AVAILABLE, AND AS LIMITED BY LAW. THE OBLIGATION TO LEVY TAXES

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IS LIMITED BY APPLICABLE CONSTITUTIONAL, STATUTORY, AND CHARTER TAX RATE LIMITATIONS.

THE CONTRACT SHALL BECOME EFFECTIVE WITHOUT VOTE OF THE ELECTORS OF THE CITY, AS PERMITTED BY LAW, UPON THE EXPIRATION OF 60 DAYS FOLLOWING THE DATE OF PUBLICATION OF THIS NOTICE, UNLESS A PETITION REQUESTING AN ELECTION ON THE QUESTION OF WHETHER SUCH CONTRACT SHOULD BE EFFECTIVE, SIGNED BY NOT LESS THAN 10% OF THE REGISTERED ELECTORS OF THE CITY, IS FILED WITH THE CITY CLERK WITHIN 45 DAYS FROM THE DATE OF SUCH PUBLICATION. If such petition is so filed, the Contract shall not be effective without an approving vote by a majority of electors of the City voting on the question.

This Notice is given pursuant to the requirements of Section 8b of Act 31. Further information concerning the details of the Contract, the Project being financed and the matters set out in this Notice may be secured from the City Clerk's office. A copy of the Contract is on file in the office of the City Clerk for public inspection.

Joyce M. Golding, City Clerk

C. Appointment of Building Authority Commission Members

Mr. McGow stated that once a Building Authority has been established, three members need to be appointed to comprise a Building Authority Commission. Members would need to make decisions for and on behalf of the management of the authority. He noted that the initial appointment would be for a staggered term after which the members would each serve three year terms.

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

Motion by Hagen, second by Perron, to appoint Kelly McGinn for a one year term, Joyce Golding for a two year term, and Mark Heydlauff for a three year term as the Building Authority Commission members. Motion passed by unanimous voice vote.

D. Charter Amendment Update

City Attorney Howard stated that he has been working with the Attorney General's office on the list of potential Charter amendments Council considered earlier this year. Mayor Kurtz recused himself when Council began discussing Airport hangar leases. Council concurred to limit the scope of the proposed Charter lease amendment to the Airport only and Attorney Howard stated that he would make the necessary changes to the proposed wording.

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

E. Housing Commission Appointment

Mayor Kurtz returned to the dais. Mayor Kurtz nominated R.J. Waddell to fill the Housing Commission vacancy.

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

Motion by Kalbfell, second by Cole, to appoint R.J. Waddell to the Housing Commission, term expiring April 2024. Motion passed by unanimous voice vote.

F. Compensation Commission Recommendations

City Manager Heydlauff stated that pursuant to the Charlevoix City Charter (Section 2.11) and the Charlevoix City Code (Title III, Chapter 32), the Compensation Commission met recently. The Commission decided to change the way per diem was paid: contiguous meetings (i.e., work session prior to a regular meeting) would not be eligible for per diem pay. All other compensation remained the same. *Clerk's Note: This decision took effect by way of no Council action.*

8. Reports & Communications

A. Public Comments

B. City Manager Comments

- MEDC has funds available for the Sustainable Build Initiative
- Edgewater Resources' Ferry Dock visioning session is next week at the Library
- A preliminary agreement was signed for a fiber optic run at Mt. McSauba
- MDOT will replace the traffic signal at Clinton and Bridge Streets in 2020
- Networks Northwest Housing Summit will take place in October
- Thank you to the Make A Wish folks for their efforts last week
- Thank you to the Keep Charlevoix Beautiful organization for the petunia baskets
- Proposed changes to Veterans Park will be discussed at the next meeting

C. Mayor & Council Comments

- Hagen suggested changing the Acacia Lot parking to three hours (discussion continued in Other Council Business); he also questioned pedestrian crossings
- Oleksy asked if the radar speed sign could be installed on Park Avenue again; a resident called every Council member to complain about speeding

- Cole felt the noise ordinance was unheeded and expressed security concerns at the new elementary school construction site
- Bryan noted that dumpsters sit in State Street all summer long
- Mayor extended thoughts and prayers for the family affected by the tragic fire last week

9. Other Council Business

Motion by Hagen, second by Cole, to change the Acacia Lot to three hour parking. Motion passed by unanimous voice vote.

10. Adjourn

The Mayor adjourned the meeting at 8:24 p.m.

Joyce M. Golding	City Clerk	Luther Kurtz	Mayor
Special Accounts Payable – 06/05/2019			
KODIAK EMERGENCY VEHICLES	194,650.00	TOTAL	194,650.00
Special Accounts Payable – 06/12/2019			
CHARLEVOIX TOWNSHIP	15.20	TOTAL	40.20
STATE OF MICHIGAN	25.00		
Regular Accounts Payable – 06/18/2019			
ACE HARDWARE	5,918.00	GALLS AN ARAMARK COMPANY	367.86
ADVANCED PAVEMENT MARKING LLC	5,880.00	GORDON FOOD SERVICE	239.86
ALL-PHASE ELECTRIC SUPPLY CO.	89.09	GRAINGER	58.29
AMERICAN LEGION AUXILIARY	484.00	GRAND TRAVERSE DIESEL INC.	78.90
AMERICAN WASTE INC.	3,142.00	GRIFFIN BEVERAGE CO	106.00
AT YOUR SERVICE PLUS INC	690.00	GUNTZVILLER, RHONDA	58.00
AUTO VALUE	822.07	HARMELING, BOB	375.00
AVFUEL CORPORATION	37,333.20	HARRELL'S	1,664.60
BEIJO DE CHOCOLAT LLC	39.00	HERSEY, BRADFORD	100.00
BELL EQUIPMENT COMPANY	7,535.64	HERZOG ELECTRIC	185.78
BOB MATHERS FORD	556.70	HILLING, NICHOLAS A.	55.10
BOSS, SCOTT	375.00	HYDRO CORP	530.00
CARQUEST OF CHARLEVOIX	1,624.88	INDEPENDENT DRAFTING SERVICES	1,140.00
CDW GOVERNMENT INC.	1,482.78	JOE'S PROFESSIONAL SERVICES LLC	525.00
CEDAM	6,000.00	KANTOLA, PAM	25.00
CERESSNIE, MIKE	25.00	KASSBOHRER ALL TERRAIN VEHICLE	2,566.08
CHANNING BETE COMPANY INC.	214.40	KLOOSTER, ALIDA K.	57.65
CHARLEVOIX AREA CHAMBER OF COMM	7,500.00	KSS ENTERPRISES	1,171.13
CHARLEVOIX COUNTY TREASURER	2,399.24	LANDSCAPE FORMS INC.	8,005.00
CHARLEVOIX COUNTY TREASURER	797.49	LEELANAU COFFEE ROASTING CO INC	222.95
CHARLEVOIX GLASS INC.	644.22	LOTTIE'S BAGELS	181.00
CHARLEVOIX SCREEN MASTERS INC	1,921.50	MACGREGOR PLUMBING & HEATING	5,979.44
CHARLEVOIX STATE BANK	249.00	MCCARDEL CULLIGAN-PETOSKEY	50.50
CHARLEVOIX TOWNSHIP	33,099.25	MCGINN, KELLY A.	64.50
CINTAS	30.00	MCMULLEN, DONALD R.	170.52
CITY OF CHARLEVOIX - UTILITIES	26,397.95	MICHIGAN OFFICEWAYS INC	1,019.81
COBB COMMUNICATIONS INC.	147.50	MICHIGAN RURAL WATER ASSN	20.00
CONWAY PROFESSIONAL SERVICES	6,384.00	NAVIA BENEFIT SOLUTIONS	50.00
COOK FAMILY FARMS	34.00	NCL OF WISCONSIN INC.	609.44
COUNTY OF CHARLEVOIX	24.00	NELDEN, CAROL	30.00
CUMMINS BRIDGEWAY LLC	4,043.74	OLSTROM EXCAVATING AND PAVING	12,360.00
DELL MARKETING L P	477.28	OPERATION SERVICES	755.59
DERRER OIL & PROPANE CO	1,142.50	P.K. CONTRACTING	9,215.20
DHASELEER, CARL	62.00	PEASE, RIVER FAITH	60.00
DITCH WITCH SALES OF MICHIGAN	48.69	PERFORMANCE ENGINEERS INC	632.50
DROST LANDSCAPE INC.	3,105.00	PETOSKEY RV USA	2,295.00
EJ USA INC.	1,961.74	PLUNKETT & COONEY	2,200.00
ELLIOTT, PATRICK M.	20.00	POWER LINE SUPPLY	459.59
ELLSWORTH FARMER'S EXCHANGE	485.00	PURITY CYLINDER GASES INC	240.77
EMERGENCY MEDICAL PRODUCTS INC	254.52	QUILL CORP	516.13
EMMET BRICK & BLOCK	136.80	RAECKE, MICHAEL	16.00
FASTENAL COMPANY	83.80	SERVPRO OF GAYLORD & CHEBOYGAN	7,055.17
FEYEN ZYLSTRA LLC	4,397.50	SHINDORF BUILDERS	1,507.50
FISHER SCIENTIFIC	76.32	SIGHT & SOUND	195.00
FOX CHARLEVOIX	1,077.64	SNIVELY, KIRBY	75.00
FREEDOM MAILING SERVICES INC.	2,265.19	SOUTH POINT COLLISION INC	4,822.78

SPARTAN DISTRIBUTORS INC	306.26	USA BLUE BOOK	831.28
STANDARD ELECTRIC CO	837.23	VAN'S BUSINESS MACHINES	72.00
STATE OF MICHIGAN	71.86	VILLAGE GRAPHICS INC.	106.50
STATE OF MICHIGAN	95.00	WITTHOEFT, CHARLES	175.00
SYSTEMS SPECIALISTS INC	4,785.00	WORK & PLAY SHOP	598.58
TARGETSOLUTIONS LEARNING LLC	1,646.50	XYLEM WATER SOLUTIONS USA INC	3,838.97
THUNDER BAY TREE SERVICE LLC	13,102.38	ZIIBIMIJWANG INC	72.00
TRUCK & TRAILER SPECIALTIES	1,224.40		
UNIFIRST CORPORATION	544.05	TOTAL	267,898.28

ACH Payments – 06/03/2019 to 06/14/2019

MI PUBLIC POWER AGENCY	11,613.77	VANTAGEPOINT (401 ICMA PLAN)	802.64
PAYMENT SERVICE NETWORK	241.30	VANTAGEPOINT (457 ICMA PLAN)	19,252.18
MI PUBLIC POWER AGENCY	16,946.08	VANTAGEPOINT (ROTH IRA)	955.76
STATE OF MI (SALES TAX)	19,088.54		
DTE ENERGY	5,003.45	TOTAL	126,814.90
IRS (PAYROLL TAX DEPOSIT)	45,734.49		
ALERUS FINANCIAL (HCSP)	350.00		
STATE OF MI (WITHHOLDING TAX)	6,826.69		

Payroll Net Pay – Pay Period Ending 06/08/2019 (Paid 06/14/2019)

HEYDLAUFF, MARK L.	2,845.62	FREY, DYLAN V.	383.64
GOLDING, JOYCE M.	2,260.16	HART III, DELBERT W.	614.01
DEROSIA, PATRICIA E.	1,024.33	STOREY, JAMES W.	556.55
DOTSON, LINDSEY J.	1,388.96	SLADEK, RYLYNN S.	229.21
KLOOSTER, ALIDA K.	2,104.05	DOTSON, WILLIAM R.	148.00
GOLOVICH, KAREN J.	996.81	BOEHM, NOAH A.	223.92
BARNEVELD, RICHELLE L.	1,173.42	LOUISELLE, ELLIE N.	218.63
SPENCLEY, PATRICIA L.	928.17	KUNKLE, KENNETH E.	599.49
MILLER, FAITH G.	14.67	MUMICH, BARRY J.	600.32
MCGINN, KELLY A.	2,468.89	CRANDELL, ZACKARY R.	771.48
JONES, JANET M.	531.65	FERGUSON, ROYCE L.	1,048.79
LAVENDER, JOSEPH E.	1,693.05	ROSENTHAL, GABRIEL M.	873.78
SCHULMAN, BLAKE B.	659.04	NOVOTNY, RAIGAN I.	586.61
DOAN, GERARD P.	2,041.12	KNORR, KENT J.	1,917.26
SCHLAPPI, JAMES L.	1,371.10	ANZELL, BETH A.	1,006.09
UMULIS, MATTHEW T.	1,396.98	STEBE, LAURA A.	33.25
HANKINS, SCOTT A.	1,967.92	MILAN, JANE E.	118.44
ORBAN, BARBARA K.	1,448.74	KLOOSTER, PATRICK H.	1,621.93
FLICKEMA, ANDREW M.	2,375.45	EVANS JR, HALBERT K.	686.93
RILEY, DENISE M.	475.28	GREENE, GLORIA C.	197.37
STEWART, SAMUEL D.	1,478.19	DAVIS, LEAH R.	517.27
MATELSKI, KRISTEN L.	1,329.54	TELGENHOF, WILL G.	658.53
BINGHAM, LARRY E.	313.77	WHITE III, MARCUS W.	535.63
VANLOO, MEAGAN E.	423.58	CARLSON, JOSHUA A.	435.17
MACGILLIVRAY, ROGER	772.15	GREYERBIEHL, KELLY M.	369.97
FLOHE, STETHEN R.	999.08	CAREY, MADISON Q.	496.82
MUNK, CHRISTOPHER J.	1,043.46	CHAPDELAINE, EMILY C.	63.72
WURST, RANDALL W.	1,163.93	KIRINOVIC, THOMAS F.	397.35
MAYER, SHELLEY L.	1,792.21	SNYDER, JOSHUAH D.	179.87
HILLING, NICHOLAS A.	1,755.15	WISDOM, ADAM W.	96.90
MEIER III, CHARLES A.	1,447.92	HART, DAVID R.	426.41
ZACHARIAS, STEVEN B.	1,451.86	SHANAHAN, CHERYL J.	943.45
NEWMAN, MARK J.	725.68	GRUNCH, RONALD J.	281.44
SWEM, DONALD L.	1,985.62	DAVIS, RONALD L.	301.22
EATON, BRAD A.	1,774.66	MASSON, DONALD J.	513.88
WILSON, TIMOTHY J.	2,559.26	KUSINA, DENNIS W.	285.88
LAVOIE, RICHARD L.	1,755.23	LABLANCE, MAUREEN J.	362.26
STEVENS, BRANDON C.	2,207.61	LIVINGSTON, BRIAN D.	1,390.93
DRAVES, MARTIN J.	2,189.96	STANLEY, MARK J.	53.10
ANDERSON, ELIZABETH A.	1,210.74	WYMAN, MATTHEW A.	1,600.09
KENWABIKISE, DAVID L.	1,081.25	MILLER, WILLIAM S.	1,473.01
ELLIOTT, PATRICK M.	2,332.82	DOUGLAS, MARK	1,212.32
SCHWARTZFISHER, JOSEPH L.	1,553.37	PRIOR, ERIN C.	1,642.77
BRADLEY, KELLY R.	1,379.43	CERTA, BRIAN	746.91
HART II, DELBERT W.	1,455.22	SEAVER, WILLIAM F.	152.86
JONES, ROBERT F.	1,485.50	MCMULLEN, DONALD R.	1,849.03
DORAN, JUSTIN J.	1,689.07	SILVA, JESSE L.A.	1,849.92
FARRELL, MITCHELL L.	1,698.73	WILLSON, BRENDA R.	1,388.72
THORP JR, WILLIAM D.	1,322.78	BEAN, PETER J.	1,107.94
LEITNER, RYAN S.	1,646.81	STEVENS, JEFFREY W.	379.85
MANKER SR, DAVID W.	766.85	RILEY, CASEY W.	578.76
NEDWICK, DAVID J.	763.05	JONES, LARRY M.	628.63

DRAFT

FLORE, ROBERT A.	759.15	MCCRANEY, RUSSELL R.	47.36
MATZ, EMILY S.	1,465.44	MATHERS, AMANDA L.	130.93
STEPHENS, LYON G.	589.11	PORTMAN, BROOKE A.	26.42
TRAVERS, MANUEL J.	596.98	WELLS, JANNINA J.	147.56
MOYER, DAVID T.	451.50	WHITLEY, ANDREW T.	2,047.30
RILEY, DANIEL A.	216.11	MORRISON, KEVIN P.	1,304.88
WHEELER, MICHAEL W.	1,677.51	BISHAW, JAMES H.	748.28
PEARSALL, KRISTA M.	37.17	KISH, ANASTASIA L.	358.26
DRAKE, WILLIAM F.	2,572.55	KLINGER, BRADLEY W.	282.60
JOHNSON, MELISSA A.	883.48	GILL, DAVID R.	991.52
AZZOPARDI, ANTHONY J.	1,631.63	WATTS, TIMOTHY L.	389.59
DEKORNE, ELIZABETH A.	1,107.14	TOTAL	128,538.67

Payroll Transmittal – 06/14/2019

4FRONT CREDIT UNION	926.84	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	148.82	COMMUNICATION WORKERS OF AMER	602.66
AMERICAN FAMILY LIFE	525.04	MI STATE DISBURSEMENT UNIT	464.37
BARRY COUNTY TRIAL COURT	20.00	POLICE OFFICERS LABOR COUNCIL	201.00
CHAR EM UNITED WAY	90.00	PRIORITY HEALTH	1,371.97
CHARLEVOIX STATE BANK	1,071.00	TOTAL	5,571.70

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Accounts Payable and Payroll Check Registers

DATE: July 1, 2019

ATTACHMENTS:

- ▣ Accounts Payable and Payroll Check Registers

Check Number	Payee	Amount
06/20/2019		
127162	AT&T	4,375.67
127163	AT&T LONG DISTANCE	159.41
127164	AT&T MOBILITY	89.63
127165	CHARLEVOIX AGENCY	462.56
127166	CHARLEVOIX STATE BANK	15,640.17
127167	CHARTER COMMUNICATIONS	219.97
127168	DELTA DENTAL	3,461.22
127169	GREAT LAKES ENERGY	257.29
127170	METLIFE SMALL BUSINESS CENTER	596.25
127171	PRIORITY HEALTH	41,971.07
127172	RANGE TELECOMMUNICATIONS	207.15
127173	STANDARD INSURANCE CO	2,507.88
127174	VERIZON WIRELESS	56.72
127175	VISION SERVICE PLAN	554.12
Total 06/20/2019:		70,559.11
Grand Totals:		70,559.11

Summary of Check Registers & ACH Payments HUNTINGTON NATIONAL BANK - CHECKS ISSUED

06/20/19 Special Accounts Payable Run	\$	70,559.11
06/28/19 Payroll (net pay)	\$	132,925.89
06/28/19 Payroll Transmittal Checks	\$	5,440.12
07/02/19 Regular Accounts Payable	\$	207,031.80
Checks Sub-Total:	\$	415,956.92

HUNTINGTON NATIONAL BANK - ACH/WIRE PAYMENTS

06/17/19 MI Public Power Agency	\$	33,787.09
06/24/19 MI Public Power Agency	\$	16,849.99
06/25/19 MI Public Power Agency	\$	178,182.01
06/26/19 MERS Defined Benefit Plan	\$	350,078.06
06/28/19 IRS (Payroll Tax Deposit)	\$	45,632.61
06/28/19 Alerus Financial (HCSP)	\$	350.00
06/28/19 State of MI (Withholding Tax)	\$	6,971.55
06/28/19 Vantagepoint (401 ICMA Plan)	\$	802.64
06/28/19 Vantagepoint (457 ICMA Plan)	\$	19,219.86
06/28/19 Vantagepoint (Roth IRA)	\$	955.76

ACH Sub-Total: \$ 652,829.57

Huntington National Bank Total: \$ 1,068,786.49

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

Tax Disbursement	\$	-
Charlevoix State Bank Total:	\$	-

Grand Total: \$ 1,068,786.49

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
06/22/2019	PC	06/28/2019	28493	HEYDLAUFF, MARK L.	102		2,557.16
06/22/2019	PC	06/28/2019	28494	GOLDING, JOYCE M.	106		1,836.29
06/22/2019	PC	06/28/2019	28495	DEROSIA, PATRICIA E.	107		1,152.31
06/22/2019	PC	06/28/2019	28496	DOTSON, LINDSEY J.	109		1,388.96
06/22/2019	PC	06/28/2019	28497	KLOOSTER, ALIDA K.	121		1,735.88
06/22/2019	PC	06/28/2019	28498	GOLOVICH, KAREN J.	122		996.81
06/22/2019	PC	06/28/2019	28499	BARNEVELD, RICHELLE	123		1,195.26
06/22/2019	PC	06/28/2019	28500	SPENCLEY, PATRICIA L.	136		1,515.23
06/22/2019	PC	06/28/2019	28501	MCGINN, KELLY A.	146		2,045.01
06/22/2019	PC	06/28/2019	28502	JONES, JANET M.	148		499.97
06/22/2019	PC	06/28/2019	28503	LAVENDER, JOSEPH E.	153		1,693.06
06/22/2019	PC	06/28/2019	28504	SCHULMAN, BLAKE B.	154		725.83
06/22/2019	PC	06/28/2019	28505	DOAN, GERARD P.	201		2,041.12
06/22/2019	PC	06/28/2019	28506	SCHLAPPI, JAMES L.	204		1,217.83
06/22/2019	PC	06/28/2019	28507	UMULIS, MATTHEW T.	205		1,356.77
06/22/2019	PC	06/28/2019	28508	HANKINS, SCOTT A.	208		2,045.25
06/22/2019	PC	06/28/2019	28509	ORBAN, BARBARA K.	209		1,420.75
06/22/2019	PC	06/28/2019	28510	FLICKEMA, ANDREW M.	211		1,584.61
06/22/2019	PC	06/28/2019	28511	RILEY, DENISE M.	213		477.53
06/22/2019	PC	06/28/2019	28512	STEWART, SAMUEL D.	214		1,670.48
06/22/2019	PC	06/28/2019	28513	MATELSKI, KRISTEN L.	230		1,329.54
06/22/2019	PC	06/28/2019	28514	BINGHAM, LARRY E.	240		974.69
06/22/2019	PC	06/28/2019	28515	VANLOO, MEAGAN E.	243		812.57
06/22/2019	PC	06/28/2019	28516	MACGILLIVRAY, ROGER	244		540.73
06/22/2019	PC	06/28/2019	28517	FLOHE, STETHEN R.	245		999.08
06/22/2019	PC	06/28/2019	28518	MUNK, CHRISTOPHER J.	246		1,043.46
06/22/2019	PC	06/28/2019	28519	WURST, RANDALL W.	411		1,124.87
06/22/2019	PC	06/28/2019	28520	MAYER, SHELLEY L.	412		1,536.78
06/22/2019	PC	06/28/2019	28521	HILLING, NICHOLAS A.	413		1,410.68
06/22/2019	PC	06/28/2019	28522	MEIER III, CHARLES A.	421		1,256.16
06/22/2019	PC	06/28/2019	28523	ZACHARIAS, STEVEN B.	422		1,722.58
06/22/2019	PC	06/28/2019	28524	NEWMAN, MARK J.	424		1,064.39
06/22/2019	PC	06/28/2019	28525	SWEM, DONALD L.	512		1,965.62
06/22/2019	PC	06/28/2019	28526	EATON, BRAD A.	515		2,398.33
06/22/2019	PC	06/28/2019	28527	WILSON, TIMOTHY J.	516		2,104.42
06/22/2019	PC	06/28/2019	28528	LAVOIE, RICHARD L.	519		1,774.73
06/22/2019	PC	06/28/2019	28529	STEVENS, BRANDON C.	521		2,583.93
06/22/2019	PC	06/28/2019	28530	DRAVES, MARTIN J.	523		1,854.96
06/22/2019	PC	06/28/2019	28531	ANDERSON, ELIZABETH	526		1,210.74
06/22/2019	PC	06/28/2019	28532	KENWABIKISE, DAVID L.	528		1,081.25
06/22/2019	PC	06/28/2019	28533	ELLIOTT, PATRICK M.	600		2,332.82
06/22/2019	PC	06/28/2019	28534	SCHWARTZFISHER, JOS	603		1,316.11
06/22/2019	PC	06/28/2019	28535	BRADLEY, KELLY R.	614		1,400.11
06/22/2019	PC	06/28/2019	28536	HART II, DELBERT W.	616		1,423.21
06/22/2019	PC	06/28/2019	28537	JONES, ROBERT F.	618		1,548.28
06/22/2019	PC	06/28/2019	28538	DORAN, JUSTIN J.	621		1,269.34
06/22/2019	PC	06/28/2019	28539	FARRELL, MITCHELL L.	622		1,330.56
06/22/2019	PC	06/28/2019	28540	THORP JR, WILLIAM D.	623		1,364.74
06/22/2019	PC	06/28/2019	28541	LEITNER, RYAN S.	624		1,283.23
06/22/2019	PC	06/28/2019	28542	MANKER SR, DAVID W.	639		738.73
06/22/2019	PC	06/28/2019	28543	NEDWICK, DAVID J.	642		442.04
06/22/2019	PC	06/28/2019	28544	FREY, DYLAN V.	643		536.40
06/22/2019	PC	06/28/2019	28545	HART III, DELBERT W.	657		663.09
06/22/2019	PC	06/28/2019	28546	STOREY, JAMES W.	659		535.63
06/22/2019	PC	06/28/2019	28547	SLADEK, RYLYNN S.	660		300.38
06/22/2019	PC	06/28/2019	28548	DOTSON, WILLIAM R.	661		296.02
06/22/2019	PC	06/28/2019	28549	BOEHM, NOAH A.	662		601.50

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
06/22/2019	PC	06/28/2019	28550	LOUISELLE, ELLIE N.	664		440.17
06/22/2019	PC	06/28/2019	28551	KUNKLE, KENNETH E.	665		660.37
06/22/2019	PC	06/28/2019	28552	BEMIS, JACKSON R.	667		537.80
06/22/2019	PC	06/28/2019	28553	MUMICH, BARRY J.	671		656.25
06/22/2019	PC	06/28/2019	28554	CRANDELL, ZACKARY R.	691		645.92
06/22/2019	PC	06/28/2019	28555	FERGUSON, ROYCE L.	693		1,192.62
06/22/2019	PC	06/28/2019	28556	MUELLER, JASON C.	694		613.19
06/22/2019	PC	06/28/2019	28557	ROSENTHAL, GABRIEL M.	698		957.97
06/22/2019	PC	06/28/2019	28558	NOVOTNY, RAIGAN I.	699		477.41
06/22/2019	PC	06/28/2019	28559	KNORR, KENT J.	700		1,917.26
06/22/2019	PC	06/28/2019	28560	ANZELL, BETH A.	702		1,149.26
06/22/2019	PC	06/28/2019	28561	STEBE, LAURA A.	703		38.79
06/22/2019	PC	06/28/2019	28562	MILAN, JANE E.	711		906.86
06/22/2019	PC	06/28/2019	28563	MCCULLOUGH, SAVHAN	733		388.04
06/22/2019	PC	06/28/2019	28564	CALO, LEAH M.	734		360.40
06/22/2019	PC	06/28/2019	28565	KLOOSTER, PATRICK H.	743		1,621.93
06/22/2019	PC	06/28/2019	28566	EVANS JR, HALBERT K.	744		686.93
06/22/2019	PC	06/28/2019	28567	GREENE, GLORIA C.	746		746.42
06/22/2019	PC	06/28/2019	28568	DAVIS, LEAH R.	748		701.34
06/22/2019	PC	06/28/2019	28569	TELGENHOF, WILL G.	749		709.90
06/22/2019	PC	06/28/2019	28570	WHITE III, MARCUS W.	754		694.68
06/22/2019	PC	06/28/2019	28571	CARLSON, JOSHUA A.	756		610.96
06/22/2019	PC	06/28/2019	28572	GREYERBIEHL, KELLY M.	757		717.50
06/22/2019	PC	06/28/2019	28573	CAREY, MADISON Q.	758		626.18
06/22/2019	PC	06/28/2019	28574	CUNNINGHAM, ABIGAIL A.	759		373.79
06/22/2019	PC	06/28/2019	28575	CURTIS, LILY E.	770		400.84
06/22/2019	PC	06/28/2019	28576	MAY, MEREDITH A.	771		409.80
06/22/2019	PC	06/28/2019	28577	PETROSKY, JACOB D.	772		373.29
06/22/2019	PC	06/28/2019	28578	WARRINER, RYAN T.	773		144.84
06/22/2019	PC	06/28/2019	28579	CHAPDELAINE, EMILY C.	777		429.79
06/22/2019	PC	06/28/2019	28580	VRONDRAN, LARISSA M.	781		259.37
06/22/2019	PC	06/28/2019	28581	KIRINOVIC, THOMAS F.	790		397.35
06/22/2019	PC	06/28/2019	28582	SNYDER, JOSHUAH D.	792		167.54
06/22/2019	PC	06/28/2019	28583	WISDOM, ADAM W.	796		182.53
06/22/2019	PC	06/28/2019	28584	HART, DAVID R.	836		453.36
06/22/2019	PC	06/28/2019	28585	SHANAHAN, CHERYL J.	838		943.45
06/22/2019	PC	06/28/2019	28586	GRUNCH, RONALD J.	844		143.37
06/22/2019	PC	06/28/2019	28587	DAVIS, RONALD L.	853		206.90
06/22/2019	PC	06/28/2019	28588	MASSON, DONALD J.	861		477.27
06/22/2019	PC	06/28/2019	28589	KUSINA, DENNIS W.	862		247.12
06/22/2019	PC	06/28/2019	28590	LABLANCE, MAUREEN J.	863		278.50
06/22/2019	PC	06/28/2019	28591	LIVINGSTON, BRIAN D.	866		1,390.93
06/22/2019	PC	06/28/2019	28592	STANLEY, MARK J.	867		23.90
06/22/2019	PC	06/28/2019	28593	WYMAN, MATTHEW A.	927		1,600.10
06/22/2019	PC	06/28/2019	28594	MILLER, WILLIAM S.	933		1,106.22
06/22/2019	PC	06/28/2019	28595	DOUGLAS, MARK	935		977.68
06/22/2019	PC	06/28/2019	28596	PRIOR, ERIN C.	938		1,081.90
06/22/2019	PC	06/28/2019	28597	CERTA, BRIAN	939		733.44
06/22/2019	PC	06/28/2019	28598	SEAVER, WILLIAM F.	940		652.83
06/22/2019	PC	06/28/2019	28599	MCMULLEN, DONALD R.	1000		1,772.93
06/22/2019	PC	06/28/2019	28600	SILVA, JESSE L.A.	1001		1,562.39
06/22/2019	PC	06/28/2019	28601	WILLSON, BRENDA R.	1002		1,491.56
06/22/2019	PC	06/28/2019	28602	BEAN, PETER J.	1003		1,062.30
06/22/2019	PC	06/28/2019	28603	STEVENS, JEFFREY W.	1028		432.71
06/22/2019	PC	06/28/2019	28604	RILEY, CASEY W.	1052		258.06
06/22/2019	PC	06/28/2019	28605	JONES, LARRY M.	1057		690.84
06/22/2019	PC	06/28/2019	28606	FLORE, ROBERT A.	1058		110.13

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
06/22/2019	PC	06/28/2019	28607	MATZ, EMILY S.	1059		1,087.10
06/22/2019	PC	06/28/2019	28608	STEPHENS, LYON G.	1060		672.22
06/22/2019	PC	06/28/2019	28609	TRAVERS, MANUEL J.	1071		1,048.21
06/22/2019	PC	06/28/2019	28610	MOYER, DAVID T.	1073		137.00
06/22/2019	PC	06/28/2019	28611	RILEY, DANIEL A.	1102		174.73
06/22/2019	PC	06/28/2019	28612	WHEELER, MICHAEL W.	1103		1,583.88
06/22/2019	PC	06/28/2019	28613	PEARSALL, KRISTA M.	1105		120.70
06/22/2019	PC	06/28/2019	28614	DRAKE, WILLIAM F.	1106		2,178.57
06/22/2019	PC	06/28/2019	28615	JOHNSON, MELISSA A.	1107		1,403.25
06/22/2019	PC	06/28/2019	28616	AZZOPARDI, ANTHONY J.	1108		1,499.57
06/22/2019	PC	06/28/2019	28617	DEKORNE, ELIZABETH A.	1109		803.50
06/22/2019	PC	06/28/2019	28618	MCCRANEY, RUSSELL R.	1111		29.74
06/22/2019	PC	06/28/2019	28619	MATHERS, AMANDA L.	1114		739.69
06/22/2019	PC	06/28/2019	28620	MATHERS, BENJAMIN H.	1115		100.70
06/22/2019	PC	06/28/2019	28621	PORTMAN, BROOKE A.	1116		341.85
06/22/2019	PC	06/28/2019	28622	WELLS, JANNINA J.	1117		296.23
06/22/2019	PC	06/28/2019	127177	GERBER, SAMUEL A.	147		33.25
06/22/2019	PC	06/28/2019	127178	WHITLEY, ANDREW T.	522		1,606.47
06/22/2019	PC	06/28/2019	127179	MORRISON, KEVIN P.	601		1,473.25
06/22/2019	PC	06/28/2019	127180	BISHAW, JAMES H.	633		743.41
06/22/2019	PC	06/28/2019	127181	KISH, ANASTASIA L.	668		493.78
06/22/2019	PC	06/28/2019	127182	KLINGER, BRADLEY W.	747		286.99
06/22/2019	PC	06/28/2019	127183	PETERSON, BENJAMIN D	785		467.51
06/22/2019	PC	06/28/2019	127184	GILL, DAVID R.	856		1,047.84
06/22/2019	PC	06/28/2019	127185	WATTS, TIMOTHY L.	868		333.46
Grand Totals:			139				132,925.89

Report Criteria:

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

Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
06/22/2019	06/28/2019	127186	4FRONT CREDIT UNION	9024	HSA-EMPLOYEE CONTRIB-4FR	926.84
06/22/2019	06/28/2019	127187	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST T	148.82
06/22/2019	06/28/2019	127187	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	525.04
06/22/2019	06/28/2019	127188	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 6/22/2	90.00
06/22/2019	06/28/2019	127189	CHARLEVOIX STATE BAN	9017	HSA - EMPLOYEE CONTRIB - C	1,171.00
06/22/2019	06/28/2019	127190	CHEMICAL BANK	9018	HSA - EMPLOYEE CONTRIB - C	150.00
06/22/2019	06/28/2019	127191	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	603.73
06/22/2019	06/28/2019	127192	MI STATE DISBURSEMEN	9012	FRIEND OF THE COURT Pay Pe	418.16
06/22/2019	06/28/2019	127193	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	1,406.53
Grand Totals:		9				5,440.12



Check Number	Payee	Amount
07/02/2019		
127194	115 BRIDGE STREET LLC	6,287.50
127195	ABRAMOWSKI, DWAIN M.	75.00
127196	ACUSHNET COMPANY	283.62
127197	AIRGAS USA LLC	70.51
127198	ALL-PHASE ELECTRIC SUPPLY CO.	148.70
127199	ALTEC INDUSTRIES INC	221.53
127200	AMERICAN LEGAL PUBLISHING CORP	50.00
127201	AMERICAN WASTE INC.	246.76
127202	ANDERSON, ELIZABETH A.	50.00
127203	ANZELL, BETH A.	50.00
127204	AVFUEL CORPORATION	50,982.82
127205	BAKER COLLEGE OF CADILLAC	13.50
127206	BERG, REBECCA	71.00
127207	BLAAUW-HARA, MARK EDWARD	200.00
127208	BOUND TREE MEDICAL LLC	500.73
127209	CDW GOVERNMENT INC.	229.88
127210	CHARLEVOIX COMMUNITY SHOPPER	189.00
127211	CHARLEVOIX GLASS INC.	109.50
127212	CHARLEVOIX SCREEN MASTERS INC	1,605.00
127213	CHARLEVOIX TOWNSHIP	15.12
127214	CHARLEVOIX VENETIAN FESTIVAL	17,500.00
127215	CHARTER COMMUNICATIONS	1,837.98
127216	CINTAS	90.00
127217	CONWAY, ANNEMARIE	180.00
127218	COOK FAMILY FARMS	65.00
127219	CUMMINS BRIDGEWAY LLC	2,512.13
127220	CWIK, ADOLPH	75.00
127221	D & B HEAT TRANSFER PRODUCTS	2,200.00
127222	DELL MARKETING L P	1,216.49
127223	DeROSIA, PATRICIA E.	50.00
127224	DHASELEER, CARL	31.00
127225	DIVERSIFIED INSPECTIONS ITL INC	1,175.00
127226	DOAN, GERARD P.	50.00
127227	DOTSON, LINDSEY J.	480.76
127228	EJ USA INC.	616.14
127229	ELLIOTT, PATRICK M.	50.00
127230	ELLSWORTH FARMER'S EXCHANGE	61.22
127231	EMERGENCY MEDICAL PRODUCTS IN	292.55
127232	FAMILY FARM & HOME	2,177.87
127233	FASTENAL COMPANY	1,745.45
127234	FLAGPOLES ETC INC	98.00
127235	FOREMOST MEDICAL EQUIPMENT	2,563.20
127236	FREDRICKSON SUPPLY	153.52
127237	GERBER HOMEMADE SWEETS	82.00
127238	GOLDING, JOYCE M.	50.00
127239	GOLOVICH, RENEE	40.00
127240	GOVERNMENTAL PRODUCTS INC.	387.53
127241	GRIFFIN BEVERAGE CO	88.00

Check Number	Payee	Amount
127242	GUIREY, JOHN	277.86
127243	HANKINS, SCOTT A.	74.00
127244	HARBOR HOUSE PUBLISHERS	5,002.50
127245	HARRELL'S	475.50
127246	HEADY, KATE	150.00
127247	HERZOG ELECTRIC	200.00
127248	HEYDLAUFF, MARK L.	61.46
127249	HOLIDAY COMPANIES	9,261.86
127250	HYDE SERVICES LLC	105.30
127251	INDEPENDENT DRAFTING SERVICES	1,064.00
127252	JOHN E. GREEN COMPANY	3,623.29
127253	KERR PUMP & SUPPLY	745.80
127254	KLOOSTER, ALIDA K.	50.00
127255	KLOOSTER, PATRICK H.	50.00
127256	KNORR, KENT J.	50.00
127257	KOURY, CHRIS	100.00
127258	KSS ENTERPRISES	318.36
127259	KURTZ, LUTHER	237.80
127260	LAKE FOREST BAKING COMPANY	107.00
127261	LAVENDER, JOSEPH E.	50.00
127262	LEELANAU COFFEE ROASTING CO IN	256.30
127263	LIVINGSTON, BRIAN D.	50.00
127264	LOTTIE'S BAGELS	99.00
127265	MAP-DYNAMICS, MOBILE TOWN GUID	750.00
127266	MAYER, SHELLEY L.	50.00
127267	McGINN, KELLY A.	50.00
127268	MCMULLEN, DONALD R.	50.00
127269	MICHIGAN RURAL WATER ASSN	20.00
127270	MILLER, WILLIAM S.	50.00
127271	MMK CONSULTING	509.25
127272	MUNSON HEALTHCARE CHARLEVOIX	525.68
127273	NEALIS ENGINEERING	2,250.00
127274	NORTHERN CREDIT BUREAU	212.93
127275	NORTHWEST FIRE	100.00
127276	OLESON'S FOOD STORES	184.90
127277	OLSON BZDOK & HOWARD	2,053.20
127278	OTEC	2,325.00
127279	P.K. CONTRACTING	2,523.45
127280	PARASTAR INC.	3,965.58
127281	PEASE, RIVER FAITH	60.00
127282	PETOSKEY NEWS-REVIEW	200.00
127283	PHILLIPS, BILL	50.00
127284	PHYSICIAN'S CLINIC OF CHARLEVOIX	34.00
127285	PIGEON CREEK SHAKESPEARE COM	2,935.00
127286	PLUNKETT & COONEY	1,871.66
127287	POWER LINE SUPPLY	1,306.40
127288	PRESTON FEATHER	2,825.93
127289	PRO IMAGE DESIGN INC	4,347.20
127290	PRO WEB MARKETING LLC	20.00

Check Number	Payee	Amount
127291	PRODUCTIVITY PLUS ACCOUNT	277.75
127292	PROTEC	314.13
127293	PURITY CYLINDER GASES INC	51.23
127294	Q1 SPORT	305.30
127295	QUICK CARE MEDICAL CENTER	30.00
127296	QUILL CORP	159.95
127297	REHMANN-ROBSON & CO	10,500.00
127298	S&W HEALTHCARE CORPORATION	110.41
127299	SANDWEISS/THAV CHARLEVOIX ACC	705.00
127300	SHANAHAN, CHERYL J.	50.00
127301	SHINDORF BUILDERS	1,507.50
127302	SILVA, JESSE L.A.	50.00
127303	SPARTAN STORES LLC	47.03
127304	SPRINGFIELD INC.	1,359.00
127305	STATE OF MICHIGAN	675.00
127306	STRYKER SALES CORPORATION	19,542.87
127307	STUART C IRBY CO	3,962.75
127308	SUNDOWN PRODUCTIONS LLC	1,500.00
127309	SWEM, DONALD L.	50.00
127310	SYN-TECH SYSTEMS INC.	33.75
127311	TELE-RAD INC	506.30
127312	TERMINAL SUPPLY CO	79.00
127313	THORP, ELIZABETH	75.00
127314	THUNDER BAY TREE SERVICE LLC	12,734.25
127315	TIMMS, ROBERT	200.00
127316	TOP LINE	532.31
127317	TRAVERS, MANUEL J.	80.00
127318	TRUCK & TRAILER SPECIALTIES	1,433.40
127319	UNITED STATES PLASTIC CORP.	131.11
127320	USA BLUE BOOK	509.90
127321	VILLAGE GRAPHICS INC.	46.75
127322	WITTHOEFT, CHARLES	175.00
127323	WORK & PLAY SHOP	216.89
127324	WURST, RANDALL W.	50.00
127325	WYMAN, MATTHEW A.	50.00
127326	ZIIBIMIJWANG INC	31.00
Total 07/02/2019:		207,031.80
Grand Totals:		207,031.80

Check Number	Payee	Amount
06/17/2019		
61719001	MICHIGAN PUBLIC POWER AGENCY	33,787.09
Total 06/17/2019:		33,787.09
Grand Totals:		33,787.09

Check Number	Payee	Amount
06/24/2019		
62419001	MICHIGAN PUBLIC POWER AGENCY	16,849.99
Total 06/24/2019:		16,849.99
Grand Totals:		16,849.99

Check Number	Payee	Amount
06/25/2019		
62519001	MICHIGAN PUBLIC POWER AGENCY	178,182.01
Total 06/25/2019:		178,182.01
Grand Totals:		178,182.01

Check Number	Payee	Amount
06/26/2019		
62619001	MERS	350,078.06
Total 06/26/2019:		350,078.06
Grand Totals:		350,078.06

Check Issue Date	Check Number	Payee	Amount
62819001			
06/28/2019	62819001	**EFTPS* Payroll Taxes	12,082.87
06/28/2019	62819001	**EFTPS* Payroll Taxes	12,082.87
06/28/2019	62819001	**EFTPS* Payroll Taxes	2,825.86
06/28/2019	62819001	**EFTPS* Payroll Taxes	2,825.86
06/28/2019	62819001	**EFTPS* Payroll Taxes	15,815.15
Total 62819001:			
	5		45,632.61
62819002			
06/28/2019	62819002	Alerus Financial	350.00
Total 62819002:			
	1		350.00
62819003			
06/28/2019	62819003	STATE OF MICHIGAN	6,971.55
Total 62819003:			
	1		6,971.55
62819004			
06/28/2019	62819004	Vantagepoint - 401 Plan 109153	802.64
Total 62819004:			
	1		802.64
62819005			
06/28/2019	62819005	Vantagepoint - 457 Plan 300959	5,197.92
06/28/2019	62819005	Vantagepoint - 457 Plan 300959	2,354.82
06/28/2019	62819005	Vantagepoint - 457 Plan 300959	3,943.45
06/28/2019	62819005	Vantagepoint - 457 Plan 300959	7,723.67
Total 62819005:			
	4		19,219.86
62819006			
06/28/2019	62819006	Vantagepoint - Roth IRA 706117	955.76
Total 62819006:			
	1		955.76
Grand Totals:			
	13		73,932.42



CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: MPPA Commissioners Appointment

DATE: July 1, 2019

BACKGROUND:

Electric Superintendent Swem currently serves as Charlevoix's representative on the Board of Commissioners at the Michigan Public Power Agency (MPPA). It is highly recommended that each City have at least one Alternate Commissioner to act in the absence of the Commissioner. It has been many years since the City of Charlevoix has had an Alternate Commissioner.

Staff would like to add City Manager Heydlauff as Charlevoix's Alternate Commissioner on the Board of Commissioners at MPPA. The City Manager will then be able to act as commissioner in the event of the Superintendent's absence. Every so often there are votes at MPPA that must be unanimous to pass, so if the Commissioner was not available the Board would be unable to act until he returned or Council designated an Alternate or a new Commissioner. Approving City Manager Heydlauff for that position now will avoid any issues in the future.

RECOMMENDATION:

Motion to approve Resolution 2019-07-01 Appointment of Michigan Public Power Agency Alternate Commissioner.

ATTACHMENTS:

- ▣ Resolution

CITY OF CHARLEVOIX
RESOLUTION NO. 2019-07-01
APPOINTMENT OF MICHIGAN PUBLIC POWER AGENCY ALTERNATE COMMISSIONER

WHEREAS, the City of Charlevoix is a member of the Board of Commissioners for the Michigan Public Power Agency; and

WHEREAS, the City of Charlevoix needs to be represented by an authorized voting delegate at MPPA meetings.

NOW THEREFORE BE IT RESOLVED, that the City of Charlevoix City Council hereby appoints Electric Superintendent Don Swem as its Commissioner and City Manager Mark Heydlauff as its Alternate Commissioner.

RESOLVED this 1st day of July, 2019 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas:

Nays:

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Short-term Rental Moratorium

DATE: July 1, 2019

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

As Council requested, the City Attorney has drafted a formal moratorium on the registration of short-term rentals. You will note there are some blanks for you to fill-in in the resolution based on the parameters the City Attorney gave you at your last meeting. Once you determine some of these, you can make a motion to approve the resolution if that is your wish.

You have also previously discussed having one or more work sessions to discuss this topic further. You could schedule this as well.

RECOMMENDATION:

Council discussion and direction.

ATTACHMENTS:

- ▣ Resolution

**CITY OF CHARLEVOIX
RESOLUTION NO. 2019-07-02**

RESOLUTION ESTABLISHING TEMPORARY MORATORIUM ON SHORT TERM RENTAL REGISTRATIONS

- WHEREAS,** the City of Charlevoix has adopted regulations requiring annual registration of short term rentals to create the legal framework for a comprehensive and balanced system of regulating short term rentals within the City in the interest of public health, safety, and welfare; and
- WHEREAS,** Section 153.125(E) of the City's Zoning Ordinance requires annual registration and contains certain requirements for any short term rentals within the City; and
- WHEREAS,** despite the registration system and related requirements for short term rentals, Section 153.125(E) does not contain detailed regulations for the appropriate location, rules, and regulations within the various zones contained in the City's Zoning Ordinance; and
- WHEREAS,** on June 3, 2019 the City determined that short term rentals both support tourism but also potentially impact the housing stock for year round residents of the City and, therefore, the City needed to review its regulations and requirements for short term rentals; and
- WHEREAS,** in light of the need to potentially create new standards and regulations for short term rentals, the City promptly initiated a process to consider amendments to Section 153.125(E) of the zoning ordinance and/or to adopt additional police power ordinances to regulate short term rentals; and
- WHEREAS,** all property registered as short term rentals as of [REDACTED], 2019 will continue to reasonably remain in use during the period of the moratorium; and
- WHEREAS,** the City has determined that it is necessary to give further study to short term rentals, in order to insure consistent, cohesive and sensible regulation of short term rentals within the City; and
- WHEREAS,** the City has determined that there is a legitimate public interest in temporarily deferring future short term rental registrations in order to avoid the potential impact of a loss of housing stock for year round residents, which would be adverse to the general character of the community; and
- WHEREAS,** the City has determined that during this further study, it would be counterproductive if applications for approvals of new short term rentals were allowed to move forward; and
- WHEREAS,** the City also recognizes that indefinitely deferring review of applications for approvals of registration for new short term rentals could result in hardship to some applicants.
- THEREFORE BE IT RESOLVED,** during the course of the City's deliberations as to the appropriate regulations for all short term rentals, review of all applications for short term rental registration pursuant to Section 153.125(E) should be deferred, and that a moratorium is hereby declared, effective immediately, for a maximum period of [REDACTED] days, subject to the City's right to reduce the moratorium period if the City determines that less time is needed for its deliberations; and
- BE IT FURTHER RESOLVED,** during the period of this moratorium, there shall be no consideration or action taken by the City, any elected official, any appointed official, or any employee on any request for any new registration for a short term rental; and
- BE IT FURTHER RESOLVED,** this moratorium shall not prohibit the use of property for short term rental if the property has already been registered with the City pursuant to Section 153.125(E); and
- BE IT FURTHER RESOLVED,** this moratorium shall not prohibit the acceptance and approval of short term rental registration applications submitted to the City prior to the adoption of this Resolution; and
- BE IT FURTHER RESOLVED,** a property that is being used as a short term rental and is not registered with the City prior to the adoption of this Resolution shall be in violation of pursuant to Section 153.125(E) and the City shall continue to enforce Section 153.125(E) on a "complaints made" basis; and
- BE IT FURTHER RESOLVED,** during the period of this moratorium, any entity or property owner alleging that the deferred review resulting from the moratorium will result in a violation of applicable federal or state constitution or law shall be entitled to an expedited hearing before the City. At the conclusion of this hearing, the City shall make findings and conclusions with respect to whether or not the petitioner has demonstrated that this resolution on its face or as applied to the petitioner violates applicable federal or state constitution or law. If it is demonstrated and found that the deferral violates applicable federal or state constitution or law, the City shall grant relief from the moratorium to the extent necessary to cure the violation.

RESOLVED this 1st day of July, 2019 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas:

Nays:

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Veteran's Park Sign

DATE: July 1, 2019

PRESENTED BY: Birdie Whitley

BACKGROUND:

Birdie Whitley has been working with the area veterans groups about improving the visibility of Veteran's Park in downtown. The groups are proposing a sign and flag poles to fly the flags of each of the services. Though the effort is privately funded, City staff would assist with getting power for lights for the flags and sign and other incidental costs. It also would be logical to move the currently placed drinking fountain. Costs to the City would be minimal compared with this nice gift to our park and recognition of our deserving veterans. The groups are still securing funds but Council approval will allow them to continue this process and proceed when ready.

RECOMMENDATION:

Motion to approve the sign and flag concept for Veteran's Park as presented and authorize City Staff to make all necessary arrangements.

ATTACHMENTS:

▣ Sign



PLEASE CHECK ALL INFORMATION CAREFULLY

TRAVERSE CITY • PETOSKEY • TORCH RIVER • 231-322-8052



CLIENT:

Charleovix Veterans Park

DESCRIPTION:

Free Standing Sign

APPROVED BY:

APPROVAL DATE:

Pro Image Design will make changes ONE time after production of initial concept, from that point any revisions will be billed at \$85 per hour. This preparatory /and/or art work created or furnished by PRO IMAGE DESIGN shall remain their exclusive property and no use of the same shall be made, nor ideas obtained from be used. If reproduction does occur, PRO IMAGE DESIGN expects to be reimbursed any and all costs incurred in compensation for time, materials, and effort entailed in creating these plans. — All artwork is the property of Pro Image Design • Copyright 2016



PLEASE CHECK ALL INFORMATION CAREFULLY

TRAVERSE CITY • PETOSKEY • TORCH RIVER • 231-322-8052

CLIENT:

Charleovix Veterans Park

DESCRIPTION:

Free Standing Sign

APPROVED BY:

APPROVAL DATE:

Pro Image Design will make changes ONE time after production of initial concept, from that point any revisions will be billed at \$85 per hour. This preparatory /and/ or art work created or furnished by PRO IMAGE DESIGN shall remain their exclusive property and no use of the same shall be made, nor ideas obtained from be used. If reproduction does occur, PRO IMAGE DESIGN expects to be reimbursed any and all costs incurred in compensation for time, materials, and effort entailed in creating these plans. — All artwork is the property of Pro Image Design • Copyright 2016

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Selection of City Flag Design

DATE: July 1, 2019

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

Since the adoption of our new logo in 2016, we have been continuing to use the current flag design for the city. We are running out of the flags of this design and here are a couple of options for a new design in keeping with our new logo and brand standards.

RECOMMENDATION:

Motion to approve design (A or B) as the new City Flag and authorize City Staff to implement the new design in orders.

ATTACHMENTS:

- ▣ Selected Flag Options

A



CHARLEVOIX

B



CHARLEVOIX

CHARLEVOIX CITY COUNCIL

Reports and Communications

TITLE: City Manager's Comments

DATE: July 1, 2019

BACKGROUND:

A. Pier Fixed

The Army Corps of Engineers has finally fixed the broken pier on the walkway on the south side of the channel. They request no foot traffic on it while the concrete cures but it should be open in time for Boyne Thunder and other busy summer events.

B. Temporary Signage for Bridge Lighting

Council had previously approved a metal sign honoring donors to the bridge lighting project. There has been some delay in getting the final sign completed. I have permitted a temporary sign be located behind (southeast side) of the welcome to Charlevoix sign.

C. Golf for Free on July 4

City residents are welcome to golf for free on July 4th at the City Golf Course. This is a nice way to welcome folks who may not frequently play our course and give them a chance to enjoy it on a nice summer day.

D. MDOT Bridge Work

MDOT is planning some structural and electrical repairs to the bridge this winter. Soon, they will be scheduling a public meeting to discuss these plans. At this point, they expect a night or two of closures in addition to some lane restrictions. Work would likely occur next January or February and is far less intrusive than the work done a couple years ago.

ATTACHMENTS:

- ❑ Housing Commission Minutes
- ❑ Building Authority Commission Minutes

CHARLEVOIX HOUSING COMMISSION

210 WEST GARFIELD ST.
CHARLEVOIX, MICHIGAN 49720
(231) 547-5451



PROJECT
PINE RIVER PLACE

CHARLEVOIX HOUSING COMMISSION WORK SESSION NOTES

WEDNESDAY, MAY 21, 2019

1:04 P.M.

PINE RIVER PLACE COMMUNITY ROOM

Commissioners present: Joan Buday, Laurene Crandall, Lillian Left

Commissioners absent: Mitts Lee

By-Laws: Do we have an Internal Controls Policy?

Do we want to change the meeting time?

Operating Budget:

In process of working on this, new employee added and hopefully a revision of the T-Mobile contract will be in the works too.

Cap Funds:

The five year plan should include a new roof, new boilers and replacement of sewer lines.

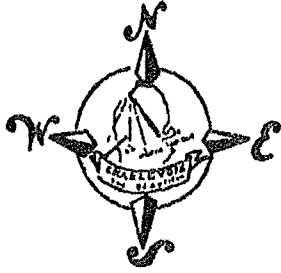
City Manager Mark:

The City will put us in touch with a public works employee to assess the lines. We have the footage and we can get their input on how to best repair.

EPC: The energy audit itself can be used moving forward, even if the EPC deal falls through.

Sale of the building across the street:

A. Halst will talk with Doug Gordon from HUD eventually. Mark indicated it shouldn't be a hard process.



CHARLEVOIX HOUSING COMMISSION

210 WEST GARFIELD ST.
CHARLEVOIX, MICHIGAN 49720
(231) 547-5451

REGULAR MEETING

PROJECT
PINE RIVER PLACE

CHARLEVOIX HOUSING COMMISSION

WEDNESDAY, MAY 21, 2019

2:00 P.M.

PINE RIVER PLACE COMMUNITY ROOM

Commissioners present: Joan Buday, Mitts Lee, Laurene Crandall, Lillian Left
Commissioners absent:

Others present: Cindy Morris, Occupancy Specialist, Annessa Haist, Interim Director, Mt. Pleasant Housing Commission, Mark Little, Mt. Pleasant Housing Commission and Mark Sochocki, Big Rapids Housing Commission.

Chairperson L. Crandall called the meeting to order at 2:10 p.m.

The agenda was accepted as presented.

J. Buday moved, seconded by M. Lee to accept the regular meeting minutes of January 15, 2019, March 19, 2019 and annual meeting minutes of April 24, 2019 with a date correction.

Ayes: Buday, Lee, Crandall, Left

Nays: none

Executive Director Report: A. Haist reported that the HUD field office will be conducting a remote audit per Doug Gordon.

A Haist gave an update of the EPC project discussion with the City of Charlevoix. There are concerns regarding moving forward with the project.

Budget/Capital Funds: A meeting with DTE Energy Advisor Paul Eiberger took place to determine what programs would be available to help reduce energy costs. A thermostat conversion will take place June 17 & 18, 2019. It was reported that the City offers a tune up program for the Boilers. Also, there is an assessment being done on the blockage of the water/sewer line. The electricity is supplied by the City of Charlevoix.

Old Business:

By-Laws – Resolution III-19 By-Law Modifications

M. Lee moved, seconded by J. Buday, to adopt the modifications to the By-Laws.

Ayes: Buday, Lee, Crandall, Left

Nays: none

Resolution IV-19 Election of Officers President and Vice President

L. Left moved, seconded by J. Buday, to elect Mitts Lee as President.

Ayes: Buday, Lee, Crandall, Left

Nays: none

L. Left moved, seconded by M. Lee to elect Joan Buday as Vice President.

Ayes: Buday, Lee, Crandall, Left

Nays: none

New Business:

Resolution V-19 – Signature card update.

J. Buday moved, seconded by M. Lee to update the signature cards at Huntington Bank.

Ayes: Buday, Lee, Crandall, Left

Nays: none

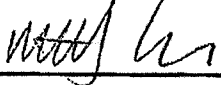
Public Comment:

None

Adjournment: Meeting was adjourned.

Respectfully submitted,

Board Chairperson Signature



The next Board Meeting is June 18, 2019 at 2:00 p.m. at the Pine River Place Community Room at 210 W. Garfield St., Charlevoix, MI 49720.

Mission Statement: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.



BUILDING AUTHORITY COMMISSION MEETING MINUTES

Tuesday, June 25, 2019 – 2:00pm
City Hall, 210 State Street, Charlevoix MI 49720

A. Call to Order/Roll Call

Clerk Golding called the meeting to order at 2:00pm.

Present: City Manager Mark L. Heydlauff
Treasurer Kelly McGinn
City Clerk Joyce Golding

Absent: None

B. Inquiry into Potential Conflicts of Interest

C. Public Comment

D. General Business

a. Election of Officers

1. Motion by McGinn, second by Golding to appoint City Manager Heydlauff as Chairman. Motion passed by unanimous voice vote with Heydlauff abstaining.
2. Motion by Heydlauff, second by McGinn to appoint City Clerk Golding as Secretary. Motion passed by unanimous voice vote with Golding abstaining.
3. It was noted that Treasurer McGinn was required to be the Treasurer of the Commission pursuant to Article V, Section 3 of the Articles of Incorporation.

b. Review Building Authority Resolutions and Requirements

The Commission reviewed the Articles of Incorporation and related Resolutions. Golding was directed to submit a draft of proposed bylaws for review by the Chairman and Bond Counsel.

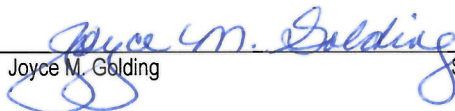
Motion by Golding, second by McGinn to authorize the Secretary and Treasurer of the Commission to sign with the Chairman in the name of the Authority all bonds, contracts and other obligations authorized by the Commission. Motion passed by unanimous voice vote.

E. Motion to Appoint Chair to Approve Minutes

- a. Motion by Golding, second by McGinn to appoint the Chairman to approve the minutes according to *Robert's Rules of Order, Newly Revised, 10th Edition*.

F. Adjourn

The Chairman adjourned the meeting at 2:07pm.


Joyce M. Golding Secretary


Mark L. Heydlauff Chairman