

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, November 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 Mayor Luther Kurtz.

1. Pledge of Allegiance

2. Roll Call

Mayor: Luther Kurtz
Members Present: Greg Bryan, Shane Cole, Aaron Hagen, Tom Oleksy, Leon Perron
Members Absent: Janet Kalbfell
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 – October 17, 2019
- B. Accounts Payable and Payroll Check Registers
 - a. Special Accounts Payable Check Register – October 22, 2019
 - b. Regular Accounts Payable Check Register – November 5, 2019
 - c. ACH Payments – October 21, 2019 to November 1, 2019
 - d. Payroll Check Register – November 1, 2019
 - e. Payroll Transmittal – November 1, 2019
 - f. Tax Disbursement – November 5, 2019
- C. Charlevoix State Bank Internet Banking Resolution – approve Resolution 2019-11-01

CITY OF CHARLEVOIX
RESOLUTION NO. 2019-11-01
CHARLEVOIX STATE BANK COMMERCIAL INTERNET BANKING RESOLUTION

1. Resolved, the person executing the following Charlevoix State Bank documents:

- Commercial Internet Banking Application
- Commercial Internet Banking Agreement
- Company/Financial Institution ACH Agreement
- Wire Transfer Agreement

is hereby authorized, on behalf of this Commercial Customer and in its name, to execute and deliver said forms, and to thereby bind the Commercial Customer to same.

- 2. Resolved, the Primary Administrator named on the Commercial Internet Banking Application, acting alone, is hereby authorized to act on the Commercial Customer's behalf in all matters relative to the Commercial Customer's passwords, including but not limited to the right to (i) establish additional User IDs and passwords on the Commercial Customer's behalf, (ii) terminate or cancel any/all existing User IDs and passwords; (iii) change the Commercial Customer's account(s) associated with the User, (iv) change the activity level of an account associated with a User, (v) name and setup additional Users who will have maintenance authority over the Commercial Customer's passwords and accounts, or terminate the authority of any User with maintenance authority over the Commercial Customer's passwords and accounts.**
- 3. Resolved, these Resolutions shall remain in full force and effect and the authority herein given to all of said persons shall remain irrevocable as far as the Bank is concerned until three (3) business days after the Bank is notified in writing of the revocation of such authority and receipt of such notice shall not affect any action taken by the Bank prior thereto.**
- 4. Resolved, this authorization supersedes any resolution, signature card or other document currently on file with the Bank that limits authority over any specific account or over the Commercial Customer's accounts with the Bank. This authorization shall remain in force and effect notwithstanding any subsequent change in such specific or general account resolution, signature card or related documentation. Any notice of a termination or change with respect to the identity of a Primary Administrator or the authority of any person to use a password must specifically state that it relates to passwords and must specifically describe the termination or change requested.**

RESOLVED this 4th day of November, 2019 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas: Perron, Hagen, Oleksy, Cole, Bryan

Nays: None

Absent: Kalbfell

D. Ice Control Sand Purchase – approve purchase from J&N Construction for \$19,100

E. New and Revised Mt. McCauba Camp Job Descriptions – approve job descriptions for Camp Director, Camp Counselor/Assistant Director and Camp Counselor

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

Yeas: Perron, Hagen, Oleksy, Cole, Bryan

Nays: None

Absent: Kalbfell

6. Public Hearings & Actions Requiring Public Hearings

A. Set Dangerous Building Enforcement Hearing 102 & 104 W. Upright Street

City Manager Heydlauff stated that the Zoning Administrator has been working through the process of cleaning up several blighted properties in the City. Pursuant to Chapter 91 of the City Code, a Dangerous Building Hearing was held on October 23 and the hearing officer issued a report, conclusion and order. Council now needs to set and hold a hearing to consider the request for action in this matter in accord with Chapter 91, Section 91.10.

Mayor Kurtz opened the item to public comment and none was heard.

Motion by Cole, second by Oleksy, to set a Dangerous Building Enforcement Hearing regarding the properties of 102 W. Upright Street and 104 W. Upright Street for November 18, 2019 at 6pm in the Council Chambers of City Hall and notify the owner of the properties of the same. Motion passed by unanimous voice vote.

B. Set Public Hearing for Noise Control Ordinance 811

City Manager Heydlauff stated that Chapter 91, Section 91.26 of the City Code describes various noises which are specifically declared nuisances, including construction noise. This section essentially prohibits construction work in the evenings and on Sundays and holidays. He explained that in the past couple of years, he was asked for waivers from this standard and he felt that it was reasonable that the contractor/building owner should pay a fee for this permit since they are requesting specific service from the City for the inconvenience of their neighbors. Currently, there is no fee for this permit; this amendment would permit Council to approve a resolution setting a fee.

Mayor Kurtz opened the item to public comment and none was heard.

Motion by Perron, second by Hagen, Motion to set a public hearing on Ordinance 811 of 2019, an ordinance to amend Title IX, Chapter 91, Section 91.26(B) of the Charlevoix City Code for Monday, November 18, 2019 at 6pm in the Council Chambers of City Hall. Motion passed by unanimous voice vote.

7. All Other Actions & Requests

C. Mayoral Appointment

Motion by Oleksy, second by Bryan to appoint Liam Dreyer to the DDA as a non-voting student member, term expiring November 2021. Motion passed by unanimous voice vote

8. Reports & Communications

A. Public Comments

- Bob Timms questioned the single hauler waste hauler status.

B. City Manager Comments

C. Mayor & Council Comments

- Bryan noted that four year terms for Council would eliminate the need for tomorrow's low turn-out election; he questioned the survey of Kelsey B's.

9. Other Council Business

10. Adjourn

The Mayor adjourned the meeting at 6:20 p.m.

Joyce M. Golding

City Clerk

Luther Kurtz

Mayor

AT&T MOBILITY	221.10	VERIZON WIRELESS	56.72
CHARLEVOIX STATE BANK	11,684.01	VISION SERVICE PLAN	554.12
CHARTER COMMUNICATIONS	918.99	WEX BANK	880.42
DELTA DENTAL	3,468.30	XEROX FINANCIAL SERVICES	168.84
GREAT LAKES ENERGY	225.71	TOTAL	64,738.69
PRIORITY HEALTH	43,149.56		
RAMSEY, WESTON	500.00		
STANDARD INSURANCE CO	2,910.92		

Regular Accounts Payable – 11/05/2019

ABILITA	1,087.50	JOHNSON, MELISSA A.	50.00
ABRAMOWSKI, DWAIN M.	50.00	KALBFELL, JANET P.	56.84
ALL-PHASE ELECTRIC SUPPLY CO.	164.63	KLOOSTER, ALIDA K.	50.00
ANDERSON, ELIZABETH A.	50.00	KLOOSTER, PATRICK H.	50.00
ANDRESKY, MARK	185.00	KNORR, KENT J.	50.00
ANDY'S CLEANING SYSTEMS	125.00	KODIAK EMERGENCY VEHICLES	36.97
ANZELL, BETH A.	50.00	KSS ENTERPRISES	456.60
AVFUEL CORPORATION	32,657.08	KUSINA, DENNIS	235.48
BERGER CHEVROLET	30,336.00	LAVENDER, JOSEPH E.	50.00
BRADY'S CARPET CLEANING	374.00	LEELANAU COFFEE ROASTING CO INC	138.95
CDW GOVERNMENT INC.	711.70	MAYER, SHELLEY L.	50.00
CEDAR AREA FIRE & RESCUE	409.00	McGINN, KELLY A.	50.00
CHARLEVOIX AREA CHAMBER OF COMM	240.00	MCLAREN NORTHERN MICHIGAN	100.00
CHARLEVOIX COMMUNITY SHOPPER	388.00	MCMULLEN, DONALD R.	50.00
CHARLEVOIX TOWNSHIP	28.77	MDC CONTRACTING LLC	194.00
CHARLEVOIX-EMMETT ISD	160.00	MICHIGAN CAT	31.95
CINTAS	30.00	MILLER, WILLIAM S.	50.00
CONWAY PROFESSIONAL SERVICES	4,012.00	MONY LIFE INSURANCE	1,552.16
COOK FAMILY FARMS	310.00	MORRISON, KEVIN P.	48.00
COUNTY OF CHARLEVOIX	4.00	MSM	339.00
CURREY FARMS LLC	174.00	MUNSON HEALTHCARE CHX HOSPITAL	245.00
DeROSIA, PATRICIA E.	50.00	NCL OF WISCONSIN INC.	574.25
DERRER OIL & PROPANE CO	1,711.33	NORTHERN CREDIT BUREAU	659.04
DHASELEER, CARL	88.00	NORTHERN MICHIGAN TRUCK &	928.04
DITCH WITCH SALES OF MICHIGAN	145.78	ORBAN, BARBARA K.	24.00
DOAN, GERARD P.	50.00	POWER LINE SUPPLY	841.82
DORAN, JUSTIN J.	50.00	PREIN & NEWHOF	626.13
DOTSON, LINDSEY J.	50.00	PRO-VISION VIDEO SYSTEMS	715.00
EDGEWATER RESOURCES LLC	2,889.79	QUILL CORP	334.90
ELLIOTT, PATRICK M.	50.00	R & R PRODUCTS INC	109.33
ELLSWORTH FARMER'S EXCHANGE	191.52	RECDESK LLC	2,300.00
FASTENAL COMPANY	506.47	SIEGRIST, DAVID	25.00
FATA, JOHN	213.15	SILVA, JESSE L.A.	50.00
FERGUSON, ROYCE L	43.75	SOS ANALYTICAL	550.00
FISHER SCIENTIFIC	605.47	SOUND ENVIRONMENTS	480.00
GINOP SALES INC	39.36	STATE AND MASON LLC	3,000.00
GIVE 'EM A BRAKE SAFETY	1,338.15	STATE OF MICHIGAN	675.00
GOLDING, JOYCE M.	50.00	STEPHENS, LYON G.	50.00
GRAINGER	187.16	SWEM, DONALD L.	50.00
GREAT LAKES ELEVATOR LLC	2,864.46	TELE-RAD INC	133.98
HANKINS, SCOTT A.	50.00	TRUCK & TRAILER SPECIALTIES	686.87
HARBOR INDUSTRIES INC.	1,911.60	UNIFIRST CORPORATION	532.91
HARRELL'S	668.51	UNITED STATES PLASTIC CORP.	148.09
HEYDLAUFF, MARK L.	50.00	WHITMAN, LEE A	35.00
HOLIDAY COMPANIES	6,090.84	WORK & PLAY SHOP	125.00
HYDE SERVICES LLC	86.73	WURST, RANDALL W.	50.00
ICMA-MEMBERSHIP RENEWAL	1,018.71	WYMAN, MATTHEW A.	50.00
JOHN E. GREEN COMPANY	2,284.58	TOTAL	112,471.35

ACH Payments – 10/21/2019 to 11/01/2019

MI PUBLIC POWER AGENCY	7,199.87	STATE OF MI (WITHHOLDING TAX)	6,276.65
MI PUBLIC POWER AGENCY	227,926.91	VANTAGEPOINT (401 ICMA PLAN)	858.02
MI PUBLIC POWER AGENCY	15,438.07	VANTAGEPOINT (457 ICMA PLAN)	20,672.48
IRS (PAYROLL TAX DEPOSIT)	43,066.73	VANTAGEPOINT (ROTH IRA)	955.76
ALERUS FINANCIAL (HCSP)	350.00	TOTAL	322,744.49

Payroll Net Pay – Pay Period Ending 10/26/2019 (Paid 11/01/2019)

HEYDLAUFF, MARK L.	3,008.26	BARNEVELD, RICHELLE L.	1,185.19
GOLDING, JOYCE M.	2,260.16	SPENCLEY, PATRICIA L.	1,305.30
DEROSIA, PATRICIA E.	1,122.78	MILLER, FAITH G.	75.84
DOTSON, LINDSEY J.	1,390.26	McGINN, KELLY A.	2,464.31
KLOOSTER, ALIDA K.	2,097.10	LAVENDER, JOSEPH E.	1,692.80
GOLOVICH, KAREN J.	984.98	SCHULMAN, BLAKE B.	725.83

DOAN, GERARD P.	2,033.71	ROSENTHAL, GABRIEL M.	736.28
SCHLAPPI, JAMES L.	1,069.73	KNORR, KENT J.	1,916.46
UMULIS, MATTHEW T.	1,138.24	ANZELL, BETH A.	1,287.41
HANKINS, SCOTT A.	1,611.30	KLOOSTER, PATRICK H.	282.65
ORBAN, BARBARA K.	1,272.40	EVANS JR, HALBERT K.	23.19
FLICKEMA, ANDREW M.	1,853.93	WHITE III, MARCUS W.	77.52
RILEY, DENISE M.	468.57	GREYERBIEHL, KELLY M.	91.62
MUNK, CHRISTOPHER J.	1,747.79	KIRINOVIC, THOMAS F.	15.19
MATELSKI, KRISTEN L.	1,372.39	SHANAHAN, CHERYL J.	303.21
WURST, RANDALL W.	1,121.15	MASSON, DONALD J.	426.02
MAYER, SHELLEY L.	1,563.92	LIVINGSTON, BRIAN D.	1,390.93
HILLING, NICHOLAS A.	1,459.81	WYMAN, MATTHEW A.	1,612.75
MEIER III, CHARLES A.	1,591.18	MILLER, WILLIAM S.	1,383.24
ZACHARIAS, STEVEN B.	1,738.11	DOUGLAS, MARK	868.50
NEWMAN, MARK J.	1,028.67	PRIOR, ERIN C.	935.56
SWEM, DONALD L.	1,710.39	CERTA, BRIAN	180.58
EATON, BRAD A.	2,813.82	SEAVAR, WILLIAM F.	84.58
WILSON, TIMOTHY J.	3,531.22	MCMULLEN, DONALD R.	1,687.59
LAVOIE, RICHARD L.	2,800.17	SILVA, JESSE L.A.	1,517.11
STEVENS, BRANDON C.	3,096.46	JOHNSON, MELISSA A.	2,071.07
DRAVES, MARTIN J.	2,190.84	STEPHENS, LYON G.	2,004.73
ANDERSON, ELIZABETH A.	1,233.28	RILEY, CASEY W.	623.85
KENWABIKISE, DAVID L.	1,097.45	JONES, LARRY M.	532.11
ELLIOTT, PATRICK M.	2,331.90	FLORE, ROBERT A.	788.63
SCHWARTZFISHER, JOSEPH.	1,198.47	MATZ, EMILY S.	1,312.27
BRADLEY, KELLY R.	1,497.25	TRAVERS, MANUEL J.	610.04
HART II, DELBERT W.	1,396.20	WHEELER, MICHAEL W.	1,836.49
JONES, ROBERT F.	1,399.09	AZZOPARDI, ANTHONY J.	1,516.38
FARRELL, MITCHELL L.	1,745.72	DEKORNE, ELIZABETH A.	1,208.35
THORP JR, WILLIAM D.	1,503.89	MCCRANEY, RUSSELL R.	165.18
LEITNER, RYAN S.	1,399.22	WELLS, JANNINA J.	139.86
FERGUSON, ROYCE L.	2,083.56	MOYER, NATHAN I.	1,498.63
DORAN, JUSTIN J.	2,064.45	MARIHUGH, ANDREW J.	162.03
MANKER SR, DAVID W.	606.42	KLOOSTER, ALIDA K.	2,689.84
NEDWICK, DAVID J.	155.84	WHITLEY, ANDREW T.	2,532.84
FREY, DYLAN V.	454.49	MORRISON, KEVIN P.	1,238.36
HART III, DELBERT W.	835.47	BISHAW, JAMES H.	562.78
DOTSON, WILLIAM R.	222.02	KISH, ANASTASIA L.	518.89
KUNKLE, KENNETH E.	518.27	GILL, DAVID R.	959.25
MUMICH, BARRY J.	600.32	WATTS, TIMOTHY L.	221.19
CRANDELL, ZACKARY R.	525.50	TOTAL	116,806.77
MUELLER, JASON C.	398.19		

Payroll Transmittal – 11/01/2019

4FRONT CREDIT UNION	932.01	MI STATE DISBURSEMENT UNIT	533.10
AMERICAN FAMILY LIFE	673.86	MONEY LIFE INSURANCE	326.65
CHAR EM UNITED WAY	90.00	POLICE OFFICERS LABOR COUNCIL	201.00
CHARLEVOIX STATE BANK	1,274.00	PRIORITY HEALTH	1,428.29
CHEMICAL BANK	175.00		
COMMUNICATION WORKERS OF AMER	638.72	TOTAL	6,272.63

Tax Disbursement – 11/05/2019

CHARLEVOIX COUNTY TREASURER	12,004.38	CHARLEVOIX PUBLIC SCHOOLS	402.01
CHARLEVOIX PUBLIC SCHOOLS	14,226.34	CHARLEVOIX PUBLIC SCHOOLS	172.22
CHARLEVOIX PUBLIC SCHOOLS	2,067.68	CITY OF CHARLEVOIX - TAXES DUE	14,002.10
CHARLEVOIX PUBLIC SCHOOLS	574.32	TOTAL	43,449.05