

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, August 3, 2020 – 6:00 p.m.
Council Chambers, 210 State Street, Charlevoix, MI

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

1. Pledge of Allegiance

2. Roll Call

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

3. Presentations

4. Inquiry Regarding Conflicts of Interest

Kalbfell stated that she had a conflict with Item 7.B.

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 – July 20, 2020
- B. Accounts Payable and Payroll Check Registers
 - a. Special Accounts Payable Check Register – July 22, 2020
 - b. Regular Accounts Payable Check Register – August 4, 2020
 - c. ACH Payments – July 20, 2020 to July 27, 2020
 - d. Payroll Check Register – July 24, 2020
 - e. Payroll Transmittal – July 24, 2020
 - f. Tax Disbursement – August 4, 2020
- C. Back-up Road Salt Purchase: \$13,520 from Compass Minerals

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

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

6. Public Hearings & Actions Requiring Public Hearings

7. All Other Actions & Requests

A. Skate Park Update

Recreation Director Knorr recalled that Council asked the Recreation Department to explore ways to expand hours of operation. He stated that we are exploring longer term solutions including the use of security cameras and/or use of a "proxy card" gate for admission during times that the facility is not staffed. He suggested expanded hours with the park opening earlier in the day without supervision and closing under staff supervision.

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

Motion by Cole, second by Kalbfell to ask our Recreation Director to choose Option 1 [park opening earlier without supervision] and giving him discretion to adjust hours based on staffing. Motion carried by unanimous voice vote.

B. Marina Commercial Dockage Offerings for 2021

Kalbfell recused herself. Recreation Director Knorr stated that Staff is in the process of creating an RFP for the Commercial Dock at the City Marina. However, as we explore options for 2021 and the future, it is important to decide if we wish to expand the number of commercial slips being offered in the Marina. He stated that an option is available to submit a request with the Waterways Commission to make this variance permanent. In doing so, we would be requesting that the Marina be able to offer up to three commercial slips. Recreation Knorr will discuss expanding the number of seasonal slips with Council after Labor Day.

Mayor Kurtz opened the item to public comment and one was heard.

Motion by Oleksy, second by Cole to direct the Recreation Department to seek a variance at the August 26th Michigan State Waterways Commission meeting to allow a third commercial boat service to be permanently located at the Charlevoix City Marina. Motion carried by unanimous voice vote.

C. Downtown Walkability and SBEI

Kalbfell returned to the meeting. City Manager Heydlauff recalled that Council asked Main Street Executive Director Lindsey Dotson and himself to review the Charlevoix Downtown Alley Corridor Vision (SBEI) and also review options for firms to assist us with a potential study of walkability and streetscaping on Bridge Street. After discussion, Council directed the City Manager to consider the SBEI alley initiatives and bring back a roadmap to accomplish the tasks including engineering requirements.

Mayor Kurtz opened the item to public comment and one was heard.

Motion by Cole, second by Slater to direct Staff to apply for the SBEI program at MSU [for a walkability and streetscape study on Bridge Street]. Motion carried by unanimous voice vote.

D. Support for Federal Economic Stimulus Investments for Great Lakes Coastal Communities

City Manager Heydlauff stated that this resolution would symbolically express Charlevoix's support for more federal funds to address shoreline erosion, the impacts of high water and other water-related infrastructure work in the Great Lakes. He noted that this seems to align with our unique challenges as a shoreline community and our commitment to green infrastructure.

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

Motion by Kalbfell, second by Cole to support increased federal funding for water infrastructure in the Great Lakes and adopt Resolution 2020-08-01.

CITY OF CHARLEVOIX
RESOLUTION NO. 2020-08-01
SUPPORT FOR FEDERAL ECONOMIC STIMULUS INVESTMENTS IN
WATER RESTORATION PRIORITIES FOR GREAT LAKES COASTAL COMMUNITIES

- WHEREAS,** *the COVID-19 pandemic has created new challenges for the economy of the City of Charlevoix, with additional expenses and ongoing diminished revenues to state and municipal governments likely to further constrain public services, prolong economic damage, and slow full recovery; and*
- WHEREAS,** *economists, business leaders and elected officials recognize the need for continued economic stimulus efforts to create jobs, generate long-term economic activity and accelerate the pace of recovery, particularly in hard-hit cities; and*
- WHEREAS,** *with nearly one-third of U.S. and Canadian economic activity centered in the Great Lakes region, its economic recovery can fuel the larger, national economic recovery; and*
- WHEREAS,** *investing in water infrastructure is one of the most cost-effective ways to stimulate economic activity, with every job added in the water and wastewater industry projected to create an additional 3.68 jobs in the national economy, and every million dollars in State Revolving Fund spending generating \$2.95 million in economic activity; and*
- WHEREAS,** *the Great Lakes states have identified more than \$12 billion in priority water infrastructure projects that are awaiting funding and are ready for implementation in 2020, including at least 39 projects in U.S. coastal communities that require \$465 million; and*
- WHEREAS,** *coastal communities across the Great Lakes region are heavily impacted by erosion, flooding and other effects from high lake levels and extreme weather events; and*
- WHEREAS,** *Great Lakes water levels are at all-time highs and are predicted to persist until the region experiences dry conditions for up to several years; and*
- WHEREAS,** *climate change is projected to bring more frequent severe storm events that will compound impacts from high water levels, with 100-year storm events already happening every 20 years, on average; and*
- WHEREAS,** *coastal communities in the U.S. and Canada have experienced more than \$500 million in damages over the past year and the U.S. members of the Great Lakes and St. Lawrence Cities Initiative have identified 14 projects requiring approximately \$62 million to repair damage from, and build resilience to, coastal erosion, flooding and other impacts from high lake levels and climate change; and*
- WHEREAS,** *investments in resilience, mitigation and ecosystem restoration are estimated to return more than \$6.00 for every \$1.00 spent and create 39 jobs per \$1 million spent, and historically, every dollar spent on flood risk management by the Army Corps of Engineers has prevented nearly \$10 in damages; and*
- WHEREAS,** *the investments outlined above respond to well-documented needs, enjoy broad support and can be administered quickly through existing programs and swiftly generate job growth and new economic activity in our city and others across the eight-state Great Lakes region.*

NOW THEREFORE BE IT RESOLVED, the City of Charlevoix joins with more than 100 mayors and other municipal leaders convened by the Great Lakes and St. Lawrence Cities Initiative to call for continued action to protect 20 percent of the world's fresh surface water and the drinking water source for 40 million people; and

BE IT FURTHER RESOLVED, the City urges its U.S. Senators and Congressional representatives to support additional economic stimulus efforts focused on water resource priorities, including

- \$20 billion over the next two years for the Clean Water and Drinking Water State Revolving Funds and other water infrastructure programs; and
- \$500 million for federal programs that enable states and local communities to safeguard coastal resources and mitigate future damage from erosion, flooding and severe storm events, including the Army Corps of Engineers Ecosystem Restoration authority; FEMA's Building Resilient Infrastructure and Communities and Flood Hazard Mitigation programs; and the National Coastal Resilience Fund and Resiliency and Habitat Grant Program.

BE IT FINALLY RESOLVED, the citizens of Charlevoix appreciate the federal support provided so far to respond to the COVID-19 pandemic and urge further action to ensure a quick and complete economic recovery while addressing urgent needs to rebuild our water infrastructure and protect our coastal areas.

RESOLVED this 3rd day of August, 2020 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas: Slater, Oleksy, Kalbfell, Cole, Bryan

Nays: None

Absent: Hagen

E. US-31 Electric Pole Relocation

City Manager Heydlauff stated that the Electric Department has been waiting on MDOT for specifications for moving poles related to MDOT highway work. This work is now under a tight deadline and he requested authorization to act even though we don't have enough information to do so today.

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

Motion by Kalbfell, second by Cole to grant the City Manager the power to sign a contract with Kent Power to move electric poles.
Motion carried by unanimous voice vote.

8. Reports & Communications

A. Public Comments

- Kristen Jones felt the Riverwalk Cottages project was approved without proper notification and was concerned that the property would be short term rentals

B. City Manager Comments

- Recreation Director Knorr successfully implemented special pricing during slow play times at the Golf Course

C. Mayor & Council Comments

- Oleksy was concerned with traffic at Carpenter and Bridge Street
- Cole noted that a house was being moved on May Street and Garfield on August 4, 2020
- Kalbfell expressed appreciation to first responders for a trailer fire at Depot Beach
- Mayor suggested a cross walk on Ferry Avenue at Eaton

9. Other Council Business

10. Adjourn

The Mayor adjourned the meeting at 7:11 p.m.

Joyce M. Golding	City Clerk	Luther Kurtz	Mayor
Special Accounts Payable – 07/22/2020			
AT&T	3,848.71	MONEY LIFE INSURANCE	453.67
AT&T LONG DISTANCE	240.75	PRIORITY HEALTH	39,725.72
AT&T MOBILITY	577.52	STANDARD INSURANCE CO	2,722.27
CHARLEVOIX STATE BANK	12,121.15	VSP INSURANCE CO. (CT)	535.40
CHARTER COMMUNICATIONS	697.26	WEX BANK	1,176.72
DELTA DENTAL	3,320.62	TOTAL	71,436.43
GREAT LAKES ENERGY	229.82		
HOLIDAY COMPANIES	5,786.82		

Regular Accounts Payable – 08/04/2020

ACUSHNET COMPANY	35.94	KLOOSTER, ALIDA K.	50.00
ALL-PHASE ELECTRIC	927.23	KLOOSTER, PATRICK H.	50.00
ANDERSON, ELIZABETH A.	50.00	KNORR, KENT J.	50.00
ANTHEM BLUE CROSS BLUE SHIELD	89.28	KODIAK EMERGENCY VEHICLES	505.05
ANZELL, BETH A.	50.00	KSS ENTERPRISES	2,505.95
AT YOUR SERVICE PLUS INC	375.00	LAMAR COMPANIES	770.00
AVFUEL CORPORATION	53,075.59	LANDSCAPE FORMS INC.	2,880.00
BEAR EARTH HERBALS	61.00	LAVENDER, JOSEPH E.	50.00
BEAVER RESEARCH COMPANY	184.91	LIVINGSTON, BRIAN D.	50.00
BERG, REBECCA	317.00	LOTTIE'S BAGELS	475.00
BLARNEY CASTLE OIL CO	732.84	MAY, MEREDITH	50.00
BOUND TREE MEDICAL LLC	55.44	MAYER, SHELLEY L.	50.00
CHARLEVOIX AGENCY	323.40	MCCARDEL CULLIGAN-PETOSKEY	50.50
CHARLEVOIX CONVENTION &	7,500.00	MCDONNELL, JENNA N.	50.00
CHARLEVOIX COUNTY SHERIFF'S DEPT.	209.99	McGINN, KELLY A.	50.00
CHARLEVOIX SCREEN MASTERS INC	66.00	MCLEAN ENGINEERING CO INC	11,534.10
CINTAS	55.91	MCMULLEN, DONALD R.	50.00
CINTAS CORPORATION	105.92	MED ALLIANCE GROUP INC	229.87
CLOTHING COMPANY, THE	150.00	MEDLINE INDUSTRIES INC	814.17
CONWAY PROFESSIONAL SERVICES	7,562.00	MICHIGAN BOATING INDUSTRIES ASSOC	295.00
COOPER, MELANIE SUE	307.00	MICHIGAN OFFICEWAYS INC	999.00
DELL MARKETING L P	1,240.17	MICHIGAN WATER ENV ASSOC	77.00
DeROSIA, PATRICIA E.	50.00	MILLER, WILLIAM S.	50.00
DHASELEER, CARL	372.00	MUNSON HEALTHCARE CHX HOSPITAL	5,162.00
DIGITAL DOLPHIN	169.95	MUNSON OCCUPATIONAL HEALTH & MED	18.00
DOAN, GERARD P.	50.00	NELDEN, CAROL	48.63
DORAN, JUSTIN J.	50.00	NORTHERN CREDIT SERVICES	477.12
DORNBOS SIGN INC.	1,181.32	NORTHERN PUMP SERVICE INC.	1,895.30
DOTSON, LINDSEY J.	50.00	NW MI COG	12,375.00
DROST LANDSCAPE INC.	4,000.00	O'DONNELL, NANCY	107.00
EJ USA INC.	150.72	P.K. CONTRACTING	13,536.34
ELECTIONSOURCE	17.84	POWER LINE SUPPLY	12,059.03
ELLIOTT, PATRICK M.	50.00	PRESTON FEATHER	655.90
ELLSWORTH FARMER'S EXCHANGE	15.00	PURITY CYLINDER GASES INC	52.05
EMBROIDME	1,101.60	QUILL CORP	175.94
EMERGENCY MEDICAL PRODUCTS INC	474.02	REHMANN-ROBSON & CO	10,500.00
EMMET COUNTY SHERIFF'S OFC	400.00	SILVA, JESSE L.A.	50.00
ETNA SUPPLY	3,225.00	SPARTAN STORES LLC	57.77
FARMER WHITE'S	580.00	STANDARD ELECTRIC CO	741.55
FASTENAL COMPANY	48.64	STATE OF MICHIGAN	380.00
FREEDOM MAILING SERVICES INC.	2,257.17	STRICKER'S OUTDOOR POWER EQUIP	1,295.00
GERBER HOMEMADE SWEETS	144.00	SWEETWATER RETAIL CO	75.00
GOLDING, JOYCE M.	50.00	SWEM, DONALD L.	50.00
GOLOVICH, RENEE	118.00	THOMSON REUTERS	81.00
GRAINGER	265.80	TRAVERS, MANUEL J.	50.00
GRAND TRAVERSE DIESEL INC.	118.29	TRUCK & TRAILER SPECIALTIES	454.34
GRAND TRAVERSE GARAGE DOOR	900.14	UNCLE ROD'S INC	262.50
GREAT LAKES ELEVATOR LLC	408.93	UNIFIRST CORPORATION	1,118.47
GUNTZVILLER, RHONDA	1,015.00	USA BLUE BOOK	1,089.95
HANKINS, SCOTT A.	50.00	UWC	1.10
HARBOR HOUSE PUBLISHERS	3,940.00	VILLAGE GRAPHICS INC.	207.35
HARRELL'S	220.00	WURST, RANDALL W.	50.00
HART, JENNIFER	77.80	WYMAN, MATTHEW A.	50.00
HEYDLAUFF, MARK L.	50.00	ZIIBIMIJWANG INC	348.00
INTERWATER FARMS INC	97.00	TOTAL	180,457.82
JOHNSON, MELISSA A.	50.00		
KEN'S REAL FOOD	125.00		

ACH Payments – 07/20/2020 to 07/27/2020

MI PUBLIC POWER AGENCY	42,134.37	MERS (DEFINED BENEFIT PLAN)	50,166.52
NEOFUNDS BY NEOPOST (POSTAGE)	5,000.00	MI PUBLIC POWER AGENCY	38,268.02
IRS (PAYROLL TAX DEPOSIT)	51,233.40	MI PUBLIC POWER AGENCY	172,691.28
ALERUS FINANCIAL (HCSP)	350.00	TOTAL	388,172.21
STATE OF MI (WITHHOLDING TAX)	7,356.30		
VANTAGEPOINT (401 ICMA PLAN)	858.02		
VANTAGEPOINT (457 ICMA PLAN)	20,158.54		
VANTAGEPOINT (ROTH IRA)	955.76		

Payroll Net Pay – Check Date 07/24/2020

HEYDLAUFF, MARK L.	2,724.04	GOLOVICH, KAREN J.	985.71
GOLDING, JOYCE M.	1,653.61	BARNEVELD, RICHELLE L.	1,157.47
DEROSIA, PATRICIA E.	909.63	EDWARDS, MACKENZIE R.	1,299.42
DOTSON, LINDSEY J.	1,422.46	MILLER, FAITH G.	34.93
KLOOSTER, ALIDA K.	1,753.72	McGINN, KELLY A.	2,085.83

LAVENDER, JOSEPH E.	1,728.90	GREYERBIEHL, KELLY M.	847.01
DOAN, GERARD P.	2,407.55	CAREY, MADISON Q.	576.47
UMULIS, MATTHEW T.	1,204.45	CUNNINGHAM, ABIGAIL A.	603.62
HANKINS, SCOTT A.	1,693.34	JAREMA, CAROLINE J.	590.16
ORBAN, BARBARA K.	1,185.02	PRIMAK, JACOB L.	760.25
FLICKEMA, ANDREW M.	1,439.00	CURTIS, LILY E.	683.68
RILEY, DENISE M.	452.44	MAY, MEREDITH A.	1,103.85
MUNK, CHRISTOPHER J.	1,300.89	PETROSKY, JACOB D.	818.24
SCHICK, TIELER R.	1,333.66	WARRINER, RYAN T.	569.24
MATELSKI, KRISTEN L.	1,356.19	WALKER, SAVANNAH P.	871.89
BINGHAM, LARRY E.	913.16	PETERSON, BENJAMIN D.	678.02
MACGILLIVRAY, ROGER	581.57	KIRINOVIC, THOMAS F.	495.65
AZZOPARDI, LAUREN E.	136.46	WAGNER, KIRSTEN M.	573.43
STEWART, MORGAN J.	1,105.08	SHEETS, SOPHIA R.	494.92
WURST, RANDALL W.	1,662.20	MOOAR, ISAAK S.	334.82
MAYER, SHELLEY L.	2,258.98	HART, DAVID R.	357.17
HILLING, NICHOLAS A.	1,464.55	MCDONNELL, JENNA N.	907.89
MEIER III, CHARLES A.	1,482.11	GILL, DAVID R.	657.88
ZACHARIAS, STEVEN B.	1,394.89	MASSON, DONALD J.	480.19
NEWMAN, MARK J.	1,404.25	KUSINA, DENNIS W.	111.45
SWEM, DONALD L.	2,466.17	LABLANCE, MAUREEN J.	215.45
EATON, BRAD A.	2,842.16	LIVINGSTON, BRIAN D.	1,708.92
WILSON, TIMOTHY J.	2,852.02	STANLEY, MARK J.	60.95
LAVOIE, RICHARD L.	2,225.14	MUSILEK, CAMDEN W.	414.10
STEVENS, BRANDON C.	3,069.47	WAY, KRISTINA M.	177.02
DRAVES, MARTIN J.	2,975.41	WYMAN, MATTHEW A.	2,019.38
ANDERSON, ELIZABETH A.	1,209.90	MILLER, WILLIAM S.	1,296.73
KENWABIKISE, DAVID L.	1,097.59	DOUGLAS, MARK	1,257.45
ELLIOTT, PATRICK M.	2,381.82	PRIOR, ERIN C.	1,067.47
SCHWARTZFISHER, JOSEPH	1,043.00	FRATRICK, JOSEPH W.	611.96
BRADLEY, KELLY R.	1,676.63	RICKETSON, BRET J.	268.26
HART II, DELBERT W.	1,287.23	MCMULLEN, DONALD R.	2,493.71
JONES, ROBERT F.	1,300.12	SILVA, JESSE L.A.	1,786.38
FARRELL, MITCHELL L.	1,115.54	JOHNSON, MELISSA A.	1,411.97
THORP JR, WILLIAM D.	1,523.11	STEPHENS, LYON G.	239.74
LEITNER, RYAN S.	1,617.83	TRAVERS, MANUEL J.	1,451.70
FERGUSON, ROYCE L.	1,405.65	STEVENS, JEFFREY W.	111.59
DORAN, JUSTIN J.	2,107.26	RILEY, CASEY W.	608.96
MANKER SR, DAVID W.	769.66	JONES, LARRY M.	126.13
NEDWICK, DAVID J.	600.56	MATZ, EMILY S.	904.85
FREY, DYLAN V.	434.17	MOYER, DAVID T.	519.82
HART III, DELBERT W.	1,010.62	WHEELER, MICHAEL W.	2,391.06
SLADEK, RYLYNN S.	655.00	MISHLER, MICHAEL J.	1,725.89
LOUISELLE, ELLIE N.	595.64	AZZOPARDI, ANTHONY J.	2,404.22
BEMIS, JACKSON R.	830.40	MCCRANEY, RUSSELL R.	60.02
FINNERTY, HOLLY E.	776.79	PECK, JARICA L.	81.77
CRANDELL, ZACKARY R.	711.97	DIETZ, AMANDA M.	1,339.06
KNORR, KENT J.	1,953.46	MOORE, SASHA L.	167.56
ANZELL, BETH A.	1,318.58	MOYER, NATHAN I.	2,290.89
STEBE, LAURA A.	88.66	SPREEMAN, ASHLEY M.	956.97
KLOOSTER, PATRICK H.	1,655.71	FAULKNER, CHRISTOPHER J.	2,764.49
EVANS JR, HALBERT K.	706.07	WHITLEY, ANDREW T.	1,942.01
KLINGER, BRADLEY W.	390.86	MORRISON, KEVIN P.	1,584.55
DAVIS, LEAH R.	561.64	BISHAW, JAMES H.	555.96
TELGENHOF, WILL G.	404.64	TOTAL	138,362.55
WHITE III, MARCUS W.	637.74		

Payroll Transmittal – 07/24/2020

4FRONT CREDIT UNION	952.01	COMMUNICATION WORKERS OF AMER	659.38
AMERICAN FAMILY LIFE	608.28	MI STATE DISBURSEMENT UNIT	209.65
CHAR EM UNITED WAY	90.00	MONY LIFE INSURANCE	350.85
CHARLEVOIX STATE BANK	967.00	PRIORITY HEALTH	1,466.44
CHEMICAL BANK	25.00	TOTAL	5,328.61

Tax Disbursement – 08/04/2020

CHARLEVOIX COUNTY TREASURER	388.83	CHARLEVOIX PUBLIC SCHOOLS	17,215.68
CHARLEVOIX COUNTY TREASURER	277,812.13	CITY OF CHARLEVOIX - TAXES DUE	192,952.96
CHARLEVOIX PUBLIC SCHOOLS	425,428.30	CITY OF CHARLEVOIX/DDA	326,123.91
CHARLEVOIX PUBLIC SCHOOLS	17,567.07	STATE OF MICHIGAN	2,621.36
CHARLEVOIX PUBLIC SCHOOLS	12,296.28	TOTAL	1,277,675.03
CHARLEVOIX PUBLIC SCHOOLS	5,268.51		