



AGENDA
CITY OF CHARLEVOIX CITY COUNCIL REGULAR MEETING
Tuesday, September 8, 2020- 6:00 PM
Depot Beach, 307 Chicago Avenue, Charlevoix, MI

1. Pledge of Allegiance

- A. Zoom Access Instructions

2. Roll Call

3. Presentations

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

- A. City Council Meeting Minutes - August 17, 2020
- B. Accounts Payable and Payroll Check Registers
- C. Security Lights: \$15,838.20
- D. Public Service Facility Parking Lot Lights: \$17,328.00
- E. Purchase of Early Delivery Road Salt: \$19,265
- F. 2020 Tree Planting: \$34,480
- G. 2020 Officer and Employee Delegate Certification
- H. Resolution to Adopt the Annual PA 152 Exemption for the 2020-21 Medical Benefit Plan Coverage Year

6. Public Hearings and Actions Requiring Public Hearings

7. All Other Actions and Requests

- A. Palmer Lot Improvements
Patrick M. Elliott, Public Works Superintendent
- B. Fall Finale Farmers Market
Sarah Hagen, Charlevoix Area Chamber of Commerce President
- C. Housing Legislation Resolution
Mark L. Heydlauff, City Manager
- D. Historic District Commission Appointment
Janet Kalbfell, Council Member

8. Reports and Communications

- A. Public Comment
- B. City Manager's Comments
- C. Mayor and Council Comments

9. Other Council Business

10. Adjourn

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

CHARLEVOIX CITY COUNCIL

Pledge of Allegiance

TITLE: Zoom Access Instructions

DATE: September 8, 2020

BACKGROUND:

The meeting will be held and fully functional in-person at Depot Beach. For those who would like an alternate but limited participation option, you may use the Zoom link below. Please expect some challenges hearing since the Beach is not equipped with the sound system in place in Council Chambers.

Topic: September 8, 2020 City Council Meeting

Time: Sep 8, 2020 06:00 PM Eastern Time (US and Canada)

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 938 2447 0985

Passcode: 828446

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: City Council Meeting Minutes - August 17, 2020

DATE: September 8, 2020

RECOMMENDATION:

Motion to approve City Council minutes.

ATTACHMENTS:

- ▣ Draft Council Minutes

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, August 17, 2020 – 6:00 p.m.
Depot Beach, 307 Chicago Avenue, 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, Aaron Hagen, Janet Kalbfell, Tom Oleksy, Brian Slater
Members Absent: Shane Cole
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 – August 3, 2020
- B. Accounts Payable and Payroll Check Registers
 - a. Regular Accounts Payable Check Register – August 18, 2020
 - b. ACH Payments – August 3, 2020 to August 11, 2020
 - c. Payroll Check Register – August 7, 2020
 - d. Payroll Transmittal – August 7, 2020
 - e. Tax Disbursement – August 18, 2020
- C. Designate Representative to MML Annual Meeting – City Manager

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

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

6. Public Hearings & Actions Requiring Public Hearings

A. Set Public Hearing: Trademark Properties, LLC CFEC Request

City Manager Heydlauff stated that Public Act 255 of 1978 encourages the replacement, restoration and new construction of commercial property by abating the property taxes generated from new investment for a period up to 12 years in a designated redevelopment district. A facility issued a certificate is exempt from real property taxes and is instead subject to a new commercial facilities tax. He noted that Trademark Properties, LLC submitted an Application for Commercial Facilities Exemption Certificate for their 221 Bridge Street property. A public hearing is part of the application approval process.

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

Motion by Hagen, second by Kalbfell to set a public hearing to receive input on the Application for Commercial Facilities Exemption Certificate submitted by Trademark Properties, LLC for September 8, 2020 at 6:00 pm at Charlevoix City Hall, 210 State Street, Charlevoix, MI, 49720. Motion carried by unanimous voice vote.

7. All Other Actions & Requests

A. Brookside Chapel Update

Leilani Durbin, Silver Linings Charlevoix (SLC), recalled that structural work was completed to support the roof of the Brookside Cemetery chapel. She stated that SLC would like to move forward on chapel restoration work with donated community support and labor. The Phase 2 project would include all main floor restoration. Looking beyond this, SLC would like to create a columbarium in the basement.

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

Motion by Hagen, second by Kalbfell to authorize the City Manager to develop a work plan with Silver Linings Charlevoix for Phase 2 and 3 Brookside Chapel Restoration and accept donations for the agreed improvements. Motion carried by unanimous voice vote.

B. Charlevoix Zoo Mural Project Under Bridge Grant Application

Leilani Durbin and DDA Director Dotson requested permission to apply for a grant through the National Endowment for the Arts to support a public art project. Their concept starts with wood panels that would be mounted under the bridge on the concrete embankment and would be painted with native Michigan species.

Mayor Kurtz opened the item to public comment and two were heard.

Motion by Kalbfell, second by Slater to provide a statement of support for the Our Town Grant Program to support the Charlevoix Zoo mural project under the Memorial Bridge and partner with Silver Linings Charlevoix and the Charlevoix Circle of the Arts on this project. Motion carried by unanimous voice vote.

C. Fall Farmers Market Event Request

Sarah Hagen, Chamber President, stated that the Chamber made the decision to cancel the 2020 Applefest, scheduled in October due to COVID-19. To assist the farmers impacted by the cancellation she requested an extended Farmers Market on the weekend of October 10th, to sell their remaining produce and farm goods. She suggested that the market could be paired with the City's Farmers Market and could include our area orchards and Farmers Market vendors, and local non-profit food trucks.

Mayor Kurtz opened the item to public comment and five were heard.

Some on Council expressed concern regarding a 3-day event feeling like a festival. They requested that Ms. Hagen discuss possible options with area orchards and the Farmers Market Manager, as well as obtain recommendations from the health department.

D. Michigan Avenue Speed Sign Request

City Manager Heydlauff recalled that Council approved a policy allowing residents to request neighborhood enhancements (like digital speed signs) when they agree to cover the cost. We have received a petition from a resident of Michigan Avenue wishing to have the City install a digital speed sign showing southbound drivers their speed. Council concurred that there should be neighborhood input and requested that the opinion of all Michigan Avenue residents be solicited before Council makes a decision. They also requested Staff to provide less obtrusive speed sign alternatives.

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

E. Demolition and Grading for Current DPW Facility

City Manager Heydlauff recommended we retain OHM Advisors to plan and design the site for demolition of the existing structures at 229 Stover Road. This proposal is for them to assess the site, prepare specs for demolition and clean-up and also review environmental conditions of the site. Once complete, we would have a clean site with grass that could be considered for future use by Council.

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

Motion by Slater, second by Kalbfell to accept the proposal from OHM Advisors for design and survey work for the demolition of the DPW Facility at 229 Stover Road for \$22,000 and authorize the City Manager to sign the agreement. Motion carried by unanimous voice vote.

8. Reports & Communications

A. Public Comments

- Shirley Gibson was not in favor of Zoom meetings and thanked Council for hosting in person

B. City Manager Comments

- Tom Kapanoske requested an update on the 102 & 104 W. Upright properties
- Darlene Klien had safety concerns at Clinton and Bridge Streets and at Van Pelt Alley

C. Mayor & Council Comments

- Council collectively thanked the public for attending the meeting and wished them good health

9. Other Council Business

Mayor Kurtz suggested that City picnic tables could be used at the schools in the off season.

Motion by Kalbfell, second by Slater to direct Staff to inform the schools that they can borrow as many picnic tables as the DPW Superintendent and the City Manager deem appropriate.

A. Closed Session: City Manager Evaluation MCL 15.268(a)

City Manager Heydlauff stated that pursuant to his right under the Michigan Open Meetings Act, he requested Council enter Closed Session for purposes of conducting a periodic personnel evaluation of a public officer.

Motion by Bryan, second by Hagen enter Closed Session pursuant to MCL 15.268(a) for the purpose of conducting the annual evaluation of the City Manager pursuant to his request. Motion carried by unanimous voice vote.

Council moved into Closed Session at 7:08 p.m. Council resumed Open Session at 7:29 p.m.

Motion by Slater, second by Hagen to extend the City Manager's contract by one year through September 2023 [and to increase his salary per his current contract.] Motion carried by unanimous voice vote.

10. Adjourn

The Mayor adjourned the meeting at 7:30 p.m.

Joyce M. Golding	City Clerk	Luther Kurtz	Mayor
Regular Accounts Payable – 08/18/2020			
ACCUMED GROUP, THE	4,020.59	LUGIBIHL, KAREN	75.00
ACE HARDWARE	3,919.91	MALPELI, CAMILLE	44.21
ADVANCED PAVEMENT MARKING LLC	1,952.20	MAY, MEREDITH	51.44
ALL-PHASE ELECTRIC	417.96	MCCARDEL CULLIGAN-PETOSKEY	50.50
APEX SOFTWARE	235.00	MICHIGAN CAT	552.68
AT YOUR SERVICE PLUS INC	75.00	MICHIGAN MUNICIPAL LEAGUE	212.64
AUTO VALUE	627.30	MICHIGAN MUNICIPAL LEAGUE	17,996.00
AVFUEL CORPORATION	46,746.02	MICHIGAN MUSHROOM MARKET LLC	63.00
BELL EQUIPMENT COMPANY	1,715.13	MICHIGAN OFFICEWAYS INC	1,918.02
BENNETT, MATTHEW	27.85	MIKE'S MUSTARD	90.00
BERG, REBECCA	249.00	MINERAL MASTERS	2,539.15
BIOTECH AGRONOMICS INC	39,344.80	MUNICIPAL UNDERWRITERS OF MICH	55.00
BLOOM FLORAL DESIGN LLC	3,000.00	NATIONAL PEN LLC	176.10
BOUND TREE MEDICAL LLC	119.26	NAVIA BENEFIT SOLUTIONS	50.00
BRADFORD'S	16.25	NORTH CENTRAL MICHIGAN COLLEGE	3,662.50
CARQUEST OF CHARLEVOIX	1,377.81	NORTHERN MICHIGAN REVIEW INC.	381.96
CDW GOVERNMENT INC.	191.40	NORTHERN PUMP & WELL	26,770.00
CELESTE MURDICK'S FUDGE	3,000.00	NORTHWEST FIRE	65.00
CHARLEVOIX SCREEN MASTERS INC	546.90	O'DONNELL, NANCY	107.00
CHARLEVOIX TOWNSHIP	60.35	OHM ADVISORS	31,757.35
CHARTER COMMUNICATIONS	1,133.00	OLESON'S FOOD STORES	232.53
CHEMICAL CONTROL COMPANY	145.00	OLSON BZDOK & HOWARD	3,843.55
CHEMICAL SYSTEMS INC.	3,576.00	OTEC	70.00
CINTAS	128.30	OVIEDO, RUBEN	52.08
CITY OF CHARLEVOIX - MISC	149,246.74	PARASCHOS, BILL	100.00
CITY OF CHARLEVOIX - UTILITIES	39,313.38	PARASTAR INC.	113.45
CONWAY PROFESSIONAL SERVICES	8,128.00	PERFORMANCE ENGINEERS INC	14,927.31
D & D ELECTRONICS	75.00	PINE COVE APARTMENTS	8.96
DETROIT AIR COMPRESSOR	644.92	POWER LINE SUPPLY	2,424.33
DHASELEER, CARL	92.00	PRIMAK, JAKE	22.82
DORNBOS SIGN INC.	105.70	PROVIDENCE FARM LLC	834.00
DROST LANDSCAPE INC.	225.00	PURITY CYLINDER GASES INC	141.65
DUTCH OVEN, THE	427.00	QUALITY CAR & TRUCK REPAIR INC	2,957.99
EJ USA INC.	3,772.07	QUICK CARE MEDICAL CENTER	148.00
ELLSWORTH FARMER'S EXCHANGE	550.24	QUILL CORP	52.04
ETNA SUPPLY	27.60	RCL CONSTRUCTION CO INC	272,066.72
FAMILY FARM & HOME	124.04	ROUND LAKE BOOKS	3,000.00
FARMER WHITE'S	530.00	SALAD FORK, THE	3,000.00
FASTENAL COMPANY	443.86	SAUER, JOHN	34.00
FISHER SCIENTIFIC	678.79	SAUL, GINNIE	200.00
FREEDOM MAILING SERVICES INC.	2,255.56	SELPH, EMILY	92.38
GALLS AN ARAMARK COMPANY	20.79	SHINDORF BUILDERS	763.00
GAUDIO, LAURIE	20.00	SIEGRIST, DAVID	152.00
GORDON FOOD SERVICE	149.51	SOUTH POINT COLLISION INC	1,703.50
GRAND TRAVERSE DIESEL INC.	47.86	SPARTAN DISTRIBUTORS INC	83.19
GRAND TRAVERSE GARAGE DOOR	240.87	SPARTAN STORES LLC	144.16
GUNTZVILLER, RHONDA	672.00	STATE AND MASON LLC	1,000.00
HARRELL'S	1,064.00	STATE OF MICHIGAN	10.00
HEYDLAUFF, MARK L.	108.19	STRICKER'S OUTDOOR POWER EQUIP	54.65
HOTDOGGERS LLC	3,000.00	STRIKER SUPPLY	22.00
HYDRO CORP	539.50	THAT FRENCH PLACE	3,000.00
IDEXX DISTRIBUTION INC.	1,279.12	UNIFIRST CORPORATION	534.43
INDEPENDENT DRAFTING SERVICES	1,900.00	USA BLUE BOOK	1,462.66
IPS GROUP INC	5,480.00	VILLAGE GRAPHICS INC.	104.05
KIWANIS CLUB OF CHARLEVOIX	40.00	WEATHERVANE TERRACE INN	3,000.00
KRANZ, CAROL	250.00	WINNIE'S ORIGINAL LLC	49.00
KSS ENTERPRISES	1,815.74	WUJCIK, EVELYN	75.00
LASER PRINTER TECHNOLOGIES	899.00	XEROX FINANCIAL SERVICES	168.84
LOTTIE'S BAGELS	335.00	ZAREMBA EQUIPMENT INC	92,825.00

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ZIIBIMIJWANG INC	362.00
TOTAL	833,579.35

ACH Payments – 08/03/2020 to 08/11/2020

MI PUBLIC POWER AGENCY	21,401.73	VANTAGEPOINT (457 ICMA PLAN)	20,148.26
AMG PAYMENT SOLUTIONS	145.32	VANTAGEPOINT (ROTH IRA)	1,155.76
PAYMENT SERVICE NETWORK	252.90	MI PUBLIC POWER AGENCY	23,279.89
PROXIMITY SPACE	100.90	STATE OF MI (SALES TAX)	26,288.09
IRS (PAYROLL TAX DEPOSIT)	50,837.02	DTE ENERGY	1,546.82
ALERUS FINANCIAL (HCSP)	350.00	TOTAL	153,804.92
STATE OF MI (WITHHOLDING TAX)	7,440.21		
VANTAGEPOINT (401 ICMA PLAN)	858.02		

Payroll Net Pay – Check Date 08/07/2020

FLANDERS, FRANCIS B.	44.04	ANZELL, BETH A.	1,318.58
BRYAN, BRENDA L.	46.17	STEBE, LAURA A.	22.16
HEYDLAUFF, MARK L.	3,012.48	KLOOSTER, PATRICK H.	1,655.71
GOLDING, JOYCE M.	2,085.85	EVANS JR, HALBERT K.	706.07
DEROSIA, PATRICIA E.	481.10	KLINGER, BRADLEY W.	271.57
DOTSON, LINDSEY J.	1,422.46	DAVIS, LEAH R.	740.47
KLOOSTER, ALIDA K.	2,129.16	TELGENHOF, WILL G.	472.21
GOLOVICH, KAREN J.	985.70	WHITE III, MARCUS W.	725.25
BARNEVELD, RICHELLE L.	1,140.77	GREYERBIEHL, KELLY M.	847.01
EDWARDS, MACKENZIE R.	1,674.88	CAREY, MADISON Q.	244.23
MCGINN, KELLY A.	2,518.09	CUNNINGHAM, ABIGAIL A.	691.52
LAVENDER, JOSEPH E.	1,728.90	JAREMA, CAROLINE J.	510.64
DOAN, GERARD P.	2,407.55	PRIMAK, JACOB L.	657.52
UMULIS, MATTHEW T.	1,344.14	CURTIS, LILY E.	793.08
HANKINS, SCOTT A.	1,784.49	MAY, MEREDITH A.	1,119.26
ORBAN, BARBARA K.	1,134.77	PETROSKY, JACOB D.	655.34
FLICKEMA, ANDREW M.	1,807.30	WARRINER, RYAN T.	700.32
RILEY, DENISE M.	450.14	WALKER, SAVANNAH P.	736.05
MUNK, CHRISTOPHER J.	1,722.30	PETERSON, BENJAMIN D.	722.53
SCHICK, TIELER R.	1,511.34	KIRINOVIC, THOMAS F.	495.65
MATELSKI, KRISTEN L.	1,356.19	WAGNER, KIRSTEN M.	502.28
BINGHAM, LARRY E.	1,006.88	SHEETS, SOPHIA R.	536.77
MACGILLIVRAY, ROGER	588.97	MOOAR, ISAAK S.	493.14
AZZOPARDI, LAUREN E.	91.62	HART, DAVID R.	429.82
STEWART, MORGAN J.	1,105.08	MCDONNELL, JENNA N.	932.25
WURST, RANDALL W.	1,297.73	GILL, DAVID R.	761.75
MAYER, SHELLEY L.	1,689.11	MASSON, DONALD J.	546.18
HILLING, NICHOLAS A.	2,145.82	KUSINA, DENNIS W.	136.77
MEIER III, CHARLES A.	1,636.97	LABLANCE, MAUREEN J.	287.77
ZACHARIAS, STEVEN B.	1,460.40	LIVINGSTON, BRIAN D.	1,708.92
NEWMAN, MARK J.	1,145.81	STANLEY, MARK J.	63.72
SWEM, DONALD L.	2,466.16	MUSILEK, CAMDEN W.	390.47
EATON, BRAD A.	2,646.58	WAY, KRISTINA M.	288.71
WILSON, TIMOTHY J.	3,317.91	WYMAN, MATTHEW A.	1,648.39
LAVOIE, RICHARD L.	2,297.88	MILLER, WILLIAM S.	1,535.23
STEVENS, BRANDON C.	2,799.35	DOUGLAS, MARK	1,285.10
DRAVES, MARTIN J.	2,413.02	PRIOR, ERIN C.	1,029.43
ANDERSON, ELIZABETH A.	1,216.00	FRATRICK, JOSEPH W.	593.33
KENWABIKISE, DAVID L.	1,097.59	RICKETSON, BRET J.	706.82
ELLIOTT, PATRICK M.	2,381.82	MCMULLEN, DONALD R.	2,753.32
SCHWARTZFISHER, JOSEPH	1,326.14	SILVA, JESSE L.A.	1,436.55
BRADLEY, KELLY R.	1,319.96	JOHNSON, MELISSA A.	2,473.03
HART II, DELBERT W.	1,557.82	STEPHENS, LYON G.	73.91
JONES, ROBERT F.	1,696.00	TRAVERS, MANUEL J.	1,715.60
FARRELL, MITCHELL L.	1,311.68	STEVENS, JEFFREY W.	51.72
THORP JR, WILLIAM D.	1,475.62	RILEY, CASEY W.	653.86
LEITNER, RYAN S.	1,527.43	JONES, LARRY M.	357.00
FERGUSON, ROYCE L.	1,905.30	MATZ, EMILY S.	830.78
DORAN, JUSTIN J.	2,107.26	LEPIRD, KATIE A.	371.41
MANKER SR, DAVID W.	730.91	MOYER, DAVID T.	90.52
FREY, DYLAN V.	636.65	WHEELER, MICHAEL W.	1,319.58
HART III, DELBERT W.	962.69	MISHLER, MICHAEL J.	1,436.92
SLADEK, RYLYNN S.	642.45	AZZOPARDI, ANTHONY J.	1,438.83
LOUISELLE, ELLIE N.	362.46	PECK, JARICA L.	297.96
BEMIS, JACKSON R.	694.38	DIETZ, AMANDA M.	1,195.54
FINNERTY, HOLLY E.	802.17	MOYER, NATHAN I.	1,101.12
CRANDELL, ZACKARY R.	736.62	MARIHUGH, ANDREW J.	102.41
KNORR, KENT J.	1,953.46	SPREEMAN, ASHLEY M.	724.48

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FAULKNER, CHRISTOPHER J.	2,969.45	BISHAW, JAMES H.	766.63
TIMMS, ROBERT N	46.17	TOTAL	139,174.66
WHITLEY, ANDREW T.	2,056.00		
MORRISON, KEVIN P.	1,608.33		

Payroll Transmittal – 08/07/2020

4FRONT CREDIT UNION	977.01	COMMUNICATION WORKERS OF AMER	659.38
4FRONT CREDIT UNION	515.00	MI STATE DISBURSEMENT UNIT	209.65
AMERICAN FAMILY LIFE	608.28	MONY LIFE INSURANCE	350.85
CHAR EM UNITED WAY	90.00	POLICE OFFICERS LABOR COUNCIL	251.25
CHARLEVOIX STATE BANK	967.00	PRIORITY HEALTH	1,466.44
CHEMICAL BANK	25.00	TOTAL	6,119.86

Tax Disbursement – 08/18/2020

CHARLEVOIX COUNTY TREASURER	288,426.10	CHARLEVOIX PUBLIC SCHOOLS	4,138.54
CHARLEVOIX PUBLIC SCHOOLS	328,595.23	CHARLEVOIX PUBLIC SCHOOLS	13,522.99
CHARLEVOIX PUBLIC SCHOOLS	13,799.11	CITY OF CHARLEVOIX - TAXES DUE	337,901.52
CHARLEVOIX PUBLIC SCHOOLS	9,658.89	TOTAL	996,042.38

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Accounts Payable and Payroll Check Registers

DATE: September 8, 2020

ATTACHMENTS:

- ▣ Accounts Payable and Payroll Check Registers

Check Number	Payee	Amount
08/20/2020		
131148	AT&T	3,474.79
131149	AT&T LONG DISTANCE	160.84
131150	CHARLEVOIX STATE BANK	6,994.04
131151	CHARTER COMMUNICATIONS	697.26
131152	DELTA DENTAL	3,434.30
131153	GREAT LAKES ENERGY	211.60
131154	HOLIDAY COMPANIES	6,419.12
131155	MONEY LIFE INSURANCE	465.75
131156	PRIORITY HEALTH	41,781.32
131157	STANDARD INSURANCE CO	2,722.27
131158	VERIZON WIRELESS	176.54
131159	VSP INSURANCE CO. (CT)	545.09
131160	WEX BANK	313.69
Total 08/20/2020:		67,396.61
Grand Totals:		67,396.61

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

08/20/20	Special Accounts Payable Run	\$ 67,396.61
08/21/20	Payroll (net pay)	\$ 136,279.51
08/21/20	Payroll Transmittal Checks	\$ 5,353.61
09/04/20	Payroll (net pay)	\$ 131,751.44
09/04/20	Payroll Transmittal Checks	\$ 5,554.86
09/09/20	Regular Accounts Payable	\$ 1,106,669.79
Checks Sub-Total:		\$ 1,453,005.82

HUNTINGTON NATIONAL BANK - ACH/WIRE PAYMENTS

08/17/20	MI Public Power Agency	\$ 51,433.97
08/21/20	IRS (Payroll Tax Deposit)	\$ 48,324.84
08/21/20	Alerus Financial (HCSP)	\$ 350.00
08/21/20	State of MI (Withholding Tax)	\$ 7,116.66
08/21/20	Vantagepoint (401 ICMA Plan)	\$ 858.02
08/21/20	Vantagepoint (457 ICMA Plan)	\$ 19,876.64
08/21/20	Vantagepoint (Roth IRA)	\$ 1,155.76
08/21/20	MERS (Defined Benefit Plan)	\$ 48,616.19
08/24/20	MI Public Power Agency	\$ 16,215.54
08/25/20	MI Public Power Agency	\$ 190,643.88
08/31/20	MI Public Power Agency	\$ 25,976.29
09/04/20	IRS (Payroll Tax Deposit)	\$ 48,817.57
09/04/20	Alerus Financial (HCSP)	\$ 350.00
09/04/20	State of MI (Withholding Tax)	\$ 7,092.45
09/04/20	Vantagepoint (401 ICMA Plan)	\$ 912.08
09/04/20	Vantagepoint (457 ICMA Plan)	\$ 20,223.67
09/04/20	Vantagepoint (Roth IRA)	\$ 1,155.76

ACH Sub-Total: \$ 489,119.32

Huntington National Bank Total: \$ 1,942,125.14

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

09/09/20	Tax Disbursement	\$ 3,587,368.87
Charlevoix State Bank Total:		\$ 3,587,368.87

Grand Total: \$ 5,529,494.01

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
08/15/2020	PC	08/21/2020	31397	HEYDLAUFF, MARK L.	102		2,724.04
08/15/2020	PC	08/21/2020	31398	GOLDING, JOYCE M.	106		1,653.61
08/15/2020	PC	08/21/2020	31399	DEROSIA, PATRICIA E.	107		1,060.26
08/15/2020	PC	08/21/2020	31400	DOTSON, LINDSEY J.	109		1,422.45
08/15/2020	PC	08/21/2020	31401	KLOOSTER, ALIDA K.	121		1,753.72
08/15/2020	PC	08/21/2020	31402	GOLOVICH, KAREN J.	122		985.70
08/15/2020	PC	08/21/2020	31403	BARNEVELD, RICHELLE	123		1,146.34
08/15/2020	PC	08/21/2020	31404	EDWARDS, MACKENZIE	124		1,427.21
08/15/2020	PC	08/21/2020	31405	MILLER, FAITH G.	142		57.40
08/15/2020	PC	08/21/2020	31406	MCGINN, KELLY A.	146		2,085.82
08/15/2020	PC	08/21/2020	31407	LAVENDER, JOSEPH E.	153		1,728.90
08/15/2020	PC	08/21/2020	31408	DOAN, GERARD P.	201		2,407.55
08/15/2020	PC	08/21/2020	31409	UMULIS, MATTHEW T.	205		1,204.45
08/15/2020	PC	08/21/2020	31410	HANKINS, SCOTT A.	208		1,784.49
08/15/2020	PC	08/21/2020	31411	ORBAN, BARBARA K.	209		1,308.23
08/15/2020	PC	08/21/2020	31412	FLICKEMA, ANDREW M.	211		1,061.10
08/15/2020	PC	08/21/2020	31413	RILEY, DENISE M.	213		463.86
08/15/2020	PC	08/21/2020	31414	MUNK, CHRISTOPHER J.	215		1,499.37
08/15/2020	PC	08/21/2020	31415	SCHICK, TIELER R.	216		1,310.86
08/15/2020	PC	08/21/2020	31416	MATELSKI, KRISTEN L.	230		1,356.19
08/15/2020	PC	08/21/2020	31417	BINGHAM, LARRY E.	240		819.44
08/15/2020	PC	08/21/2020	31418	MACGILLIVRAY, ROGER	244		786.83
08/15/2020	PC	08/21/2020	31419	AZZOPARDI, LAUREN E.	246		225.30
08/15/2020	PC	08/21/2020	31420	STEWART, MORGAN J.	247		895.49
08/15/2020	PC	08/21/2020	31421	WURST, RANDALL W.	411		1,257.90
08/15/2020	PC	08/21/2020	31422	MAYER, SHELLEY L.	412		1,974.77
08/15/2020	PC	08/21/2020	31423	HILLING, NICHOLAS A.	413		1,621.15
08/15/2020	PC	08/21/2020	31424	MEIER III, CHARLES A.	421		1,325.75
08/15/2020	PC	08/21/2020	31425	ZACHARIAS, STEVEN B.	422		2,103.98
08/15/2020	PC	08/21/2020	31426	NEWMAN, MARK J.	424		1,096.15
08/15/2020	PC	08/21/2020	31427	SWEM, DONALD L.	512		2,466.17
08/15/2020	PC	08/21/2020	31428	EATON, BRAD A.	515		2,398.90
08/15/2020	PC	08/21/2020	31429	WILSON, TIMOTHY J.	516		2,760.66
08/15/2020	PC	08/21/2020	31430	LAVOIE, RICHARD L.	519		2,287.45
08/15/2020	PC	08/21/2020	31431	STEVENS, BRANDON C.	521		2,414.89
08/15/2020	PC	08/21/2020	31432	DRAVES, MARTIN J.	523		2,352.12
08/15/2020	PC	08/21/2020	31433	ANDERSON, ELIZABETH	526		1,209.90
08/15/2020	PC	08/21/2020	31434	KENWABIKISE, DAVID L.	528		1,097.59
08/15/2020	PC	08/21/2020	31435	ELLIOTT, PATRICK M.	600		2,381.82
08/15/2020	PC	08/21/2020	31436	SCHWARTZFISHER, JOS	603		1,103.48
08/15/2020	PC	08/21/2020	31437	BRADLEY, KELLY R.	614		1,531.09
08/15/2020	PC	08/21/2020	31438	HART II, DELBERT W.	616		1,274.22
08/15/2020	PC	08/21/2020	31439	JONES, ROBERT F.	618		1,333.42
08/15/2020	PC	08/21/2020	31440	FARRELL, MITCHELL L.	622		1,311.68
08/15/2020	PC	08/21/2020	31441	THORP JR, WILLIAM D.	623		1,653.74
08/15/2020	PC	08/21/2020	31442	LEITNER, RYAN S.	624		1,351.02
08/15/2020	PC	08/21/2020	31443	FERGUSON, ROYCE L.	625		1,765.79
08/15/2020	PC	08/21/2020	31444	DORAN, JUSTIN J.	634		2,107.26
08/15/2020	PC	08/21/2020	31445	MANKER SR, DAVID W.	639		644.56
08/15/2020	PC	08/21/2020	31446	FREY, DYLAN V.	643		614.14
08/15/2020	PC	08/21/2020	31447	HART III, DELBERT W.	657		865.27
08/15/2020	PC	08/21/2020	31448	SLADEK, RYLYNN S.	660		313.45
08/15/2020	PC	08/21/2020	31449	BEMIS, JACKSON R.	667		784.74
08/15/2020	PC	08/21/2020	31450	FINNERTY, HOLLY E.	669		858.01
08/15/2020	PC	08/21/2020	31451	CRANDELL, ZACKARY R.	691		661.08
08/15/2020	PC	08/21/2020	31452	KNORR, KENT J.	700		1,953.46
08/15/2020	PC	08/21/2020	31453	ANZELL, BETH A.	702		1,318.58

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
08/15/2020	PC	08/21/2020	31454	STEBE, LAURA A.	703		77.57
08/15/2020	PC	08/21/2020	31455	KLOOSTER, PATRICK H.	743		1,655.71
08/15/2020	PC	08/21/2020	31456	EVANS JR, HALBERT K.	744		648.24
08/15/2020	PC	08/21/2020	31457	KLINGER, BRADLEY W.	747		449.88
08/15/2020	PC	08/21/2020	31458	DAVIS, LEAH R.	748		651.04
08/15/2020	PC	08/21/2020	31459	TELGENHOF, WILL G.	749		651.04
08/15/2020	PC	08/21/2020	31460	WHITE III, MARCUS W.	754		716.50
08/15/2020	PC	08/21/2020	31461	GREYERBIEHL, KELLY M.	757		549.08
08/15/2020	PC	08/21/2020	31462	CUNNINGHAM, ABIGAIL A	759		691.52
08/15/2020	PC	08/21/2020	31463	JAREMA, CAROLINE J.	760		619.48
08/15/2020	PC	08/21/2020	31464	PRIMAK, JACOB L.	761		741.99
08/15/2020	PC	08/21/2020	31465	CURTIS, LILY E.	770		808.53
08/15/2020	PC	08/21/2020	31466	MAY, MEREDITH A.	771		1,141.52
08/15/2020	PC	08/21/2020	31467	PETROSKY, JACOB D.	772		721.93
08/15/2020	PC	08/21/2020	31468	WARRINER, RYAN T.	773		387.74
08/15/2020	PC	08/21/2020	31469	WALKER, SAVANNAH P.	774		805.31
08/15/2020	PC	08/21/2020	31470	PETERSON, BENJAMIN D	785		429.42
08/15/2020	PC	08/21/2020	31471	KIRINOVIC, THOMAS F.	790		524.57
08/15/2020	PC	08/21/2020	31472	WAGNER, KIRSTEN M.	793		646.68
08/15/2020	PC	08/21/2020	31473	SHEETS, SOPHIA R.	794		662.34
08/15/2020	PC	08/21/2020	31474	MOOAR, ISAAK S.	796		439.88
08/15/2020	PC	08/21/2020	31475	HART, DAVID R.	836		272.06
08/15/2020	PC	08/21/2020	31476	MCDONNELL, JENNA N.	839		825.71
08/15/2020	PC	08/21/2020	31477	GILL, DAVID R.	856		980.63
08/15/2020	PC	08/21/2020	31478	MASSON, DONALD J.	861		536.03
08/15/2020	PC	08/21/2020	31479	KUSINA, DENNIS W.	862		197.57
08/15/2020	PC	08/21/2020	31480	LABLANCE, MAUREEN J.	863		388.81
08/15/2020	PC	08/21/2020	31481	LIVINGSTON, BRIAN D.	866		1,708.92
08/15/2020	PC	08/21/2020	31482	STANLEY, MARK J.	867		63.72
08/15/2020	PC	08/21/2020	31483	MUSILEK, CAMDEN W.	869		338.92
08/15/2020	PC	08/21/2020	31484	WAY, KRISTINA M.	870		194.20
08/15/2020	PC	08/21/2020	31485	WYMAN, MATTHEW A.	927		1,753.04
08/15/2020	PC	08/21/2020	31486	MILLER, WILLIAM S.	933		1,325.26
08/15/2020	PC	08/21/2020	31487	DOUGLAS, MARK	935		1,375.97
08/15/2020	PC	08/21/2020	31488	PRIOR, ERIN C.	938		1,096.01
08/15/2020	PC	08/21/2020	31489	FRATRICK, JOSEPH W.	940		481.54
08/15/2020	PC	08/21/2020	31490	RICKETSON, BRET J.	950		624.62
08/15/2020	PC	08/21/2020	31491	MCMULLEN, DONALD R.	1000		2,135.22
08/15/2020	PC	08/21/2020	31492	SILVA, JESSE L.A.	1001		1,707.24
08/15/2020	PC	08/21/2020	31493	JOHNSON, MELISSA A.	1004		1,161.64
08/15/2020	PC	08/21/2020	31494	STEPHENS, LYON G.	1005		.56
08/15/2020	PC	08/21/2020	31495	TRAVERS, MANUEL J.	1006		1,762.44
08/15/2020	PC	08/21/2020	31496	STEVENS, JEFFREY W.	1028		550.75
08/15/2020	PC	08/21/2020	31497	RILEY, CASEY W.	1052		754.30
08/15/2020	PC	08/21/2020	31498	JONES, LARRY M.	1057		524.41
08/15/2020	PC	08/21/2020	31499	MATZ, EMILY S.	1059		1,266.70
08/15/2020	PC	08/21/2020	31500	LEPIRD, KATIE A.	1061		561.25
08/15/2020	PC	08/21/2020	31501	MOYER, DAVID T.	1073		618.62
08/15/2020	PC	08/21/2020	31502	WHEELER, MICHAEL W.	1103		1,792.86
08/15/2020	PC	08/21/2020	31503	CORNELL, BRITTA J.	1106		451.62
08/15/2020	PC	08/21/2020	31504	MISHLER, MICHAEL. J.	1107		1,142.27
08/15/2020	PC	08/21/2020	31505	AZZOPARDI, ANTHONY J.	1108		1,891.43
08/15/2020	PC	08/21/2020	31506	MCCRANEY, RUSSELL R.	1111		66.07
08/15/2020	PC	08/21/2020	31507	PECK, JARICA L.	1114		702.04
08/15/2020	PC	08/21/2020	31508	DIETZ, AMANDA M.	1115		1,175.14
08/15/2020	PC	08/21/2020	31509	MOYER, NATHAN I.	1118		1,048.17
08/15/2020	PC	08/21/2020	31510	MARIHUGH, ANDREW J.	1119		118.93

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
08/15/2020	PC	08/21/2020	31511	SPREEMAN, ASHLEY M.	1120		429.60
08/15/2020	PC	08/21/2020	31512	FAULKNER, CHRISTOPH	1122		2,406.14
08/15/2020	PC	08/21/2020	31513	FRANCIS, CATHERINE A.	2029		111.00
08/15/2020	PC	08/21/2020	31514	DALY, SUZETTE M.	2040		223.00
08/15/2020	PC	08/21/2020	31515	DUERR, JANE R.	2042		105.00
08/15/2020	PC	08/21/2020	31516	HERDER, DIANE M.	2044		127.00
08/15/2020	PC	08/21/2020	31517	OHALLORAN, LINDA J.	2045		239.00
08/15/2020	PC	08/21/2020	31518	DIPERT, ANNE M.	2047		111.00
08/15/2020	PC	08/21/2020	31519	HAVEMAN, NANCY A.	2048		105.00
08/15/2020	PC	08/21/2020	31520	LINKLATER, LINDA K.	2049		189.00
08/15/2020	PC	08/21/2020	31521	SUAREZ PAWLICKI, EMM	2050		111.00
08/15/2020	PC	08/21/2020	131131	WHITLEY, ANDREW T.	522		2,428.45
08/15/2020	PC	08/21/2020	131132	MORRISON, KEVIN P.	601		1,319.09
08/15/2020	PC	08/21/2020	131133	BISHAW, JAMES H.	633		776.79
08/15/2020	PC	08/21/2020	131134	BUDAY, JOAN E.	2011		165.00
08/15/2020	PC	08/21/2020	131135	CAMPBELL, KAREN L.	2013		159.00
08/15/2020	PC	08/21/2020	131136	LALEWICZ, AMELIA M.	2034		111.00
08/15/2020	PC	08/21/2020	131137	CIUK, JULIA A.	2035		117.00
08/15/2020	PC	08/21/2020	131138	OCHS, GRACE L.	2037		69.00
Grand Totals:			133				136,279.51



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
08/15/2020	08/21/2020	131139	4FRONT CREDIT UNION	9024	HSA-EMPLOYEE CONTRIB-4FR	977.01
08/15/2020	08/21/2020	131140	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST T	127.28
08/15/2020	08/21/2020	131140	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	481.00
08/15/2020	08/21/2020	131141	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 8/15/2	90.00
08/15/2020	08/21/2020	131142	CHARLEVOIX STATE BAN	9017	HSA - EMPLOYEE CONTRIB - C	967.00
08/15/2020	08/21/2020	131143	CHEMICAL BANK	9018	HSA - EMPLOYEE CONTRIB - C	25.00
08/15/2020	08/21/2020	131144	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	659.38
08/15/2020	08/21/2020	131145	MI STATE DISBURSEMEN	9012	FRIEND OF THE COURT Pay Pe	209.65
08/15/2020	08/21/2020	131146	MONEY LIFE INSURANCE	9008	LIFE - VOLUNTARY Pay Period:	249.43
08/15/2020	08/21/2020	131146	MONEY LIFE INSURANCE	9008	SPOUSE LIFE Pay Period: 8/15/	47.68
08/15/2020	08/21/2020	131146	MONEY LIFE INSURANCE	9008	CHILD LIFE Pay Period: 8/15/20	4.00
08/15/2020	08/21/2020	131146	MONEY LIFE INSURANCE	9008	AD&D - VOLUNTARY Pay Period	40.32
08/15/2020	08/21/2020	131146	MONEY LIFE INSURANCE	9008	SPOUSE AD&D Pay Period: 8/15	6.83
08/15/2020	08/21/2020	131146	MONEY LIFE INSURANCE	9008	CHILD AD&D Pay Period: 8/15/2	2.59
08/15/2020	08/21/2020	131147	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	1,466.44
Grand Totals:		15				5,353.61



Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
08/29/2020	PC	09/04/2020	31522	HEYDLAUFF, MARK L.	102		3,171.49
08/29/2020	PC	09/04/2020	31523	GOLDING, JOYCE M.	106		2,085.85
08/29/2020	PC	09/04/2020	31524	DEROSIA, PATRICIA E.	107		829.31
08/29/2020	PC	09/04/2020	31525	DOTSON, LINDSEY J.	109		1,422.46
08/29/2020	PC	09/04/2020	31526	KLOOSTER, ALIDA K.	121		2,129.16
08/29/2020	PC	09/04/2020	31527	GOLOVICH, KAREN J.	122		985.70
08/29/2020	PC	09/04/2020	31528	BARNEVELD, RICHELLE	123		1,229.88
08/29/2020	PC	09/04/2020	31529	EDWARDS, MACKENZIE	124		1,674.88
08/29/2020	PC	09/04/2020	31530	MILLER, FAITH G.	142		32.43
08/29/2020	PC	09/04/2020	31531	MCGINN, KELLY A.	146		2,518.09
08/29/2020	PC	09/04/2020	31532	LAVENDER, JOSEPH E.	153		1,467.55
08/29/2020	PC	09/04/2020	31533	DOAN, GERARD P.	201		2,407.55
08/29/2020	PC	09/04/2020	31534	UMULIS, MATTHEW T.	205		1,427.24
08/29/2020	PC	09/04/2020	31535	HANKINS, SCOTT A.	208		1,725.83
08/29/2020	PC	09/04/2020	31536	ORBAN, BARBARA K.	209		1,134.77
08/29/2020	PC	09/04/2020	31537	FLICKEMA, ANDREW M.	211		2,204.31
08/29/2020	PC	09/04/2020	31538	RILEY, DENISE M.	213		422.66
08/29/2020	PC	09/04/2020	31539	MUNK, CHRISTOPHER J.	215		1,995.24
08/29/2020	PC	09/04/2020	31540	SCHICK, TIELER R.	216		1,579.72
08/29/2020	PC	09/04/2020	31541	MATELSKI, KRISTEN L.	230		1,356.19
08/29/2020	PC	09/04/2020	31542	BINGHAM, LARRY E.	240		1,006.88
08/29/2020	PC	09/04/2020	31543	MACGILLIVRAY, ROGER	244		596.40
08/29/2020	PC	09/04/2020	31544	AZZOPARDI, LAUREN E.	246		166.91
08/29/2020	PC	09/04/2020	31545	STEWART, MORGAN J.	247		576.85
08/29/2020	PC	09/04/2020	31546	WURST, RANDALL W.	411		1,590.49
08/29/2020	PC	09/04/2020	31547	MAYER, SHELLEY L.	412		1,823.70
08/29/2020	PC	09/04/2020	31548	HILLING, NICHOLAS A.	413		1,464.55
08/29/2020	PC	09/04/2020	31549	MEIER III, CHARLES A.	421		1,881.50
08/29/2020	PC	09/04/2020	31550	ZACHARIAS, STEVEN B.	422		1,377.03
08/29/2020	PC	09/04/2020	31551	NEWMAN, MARK J.	424		1,393.63
08/29/2020	PC	09/04/2020	31552	SWEM, DONALD L.	512		2,466.17
08/29/2020	PC	09/04/2020	31553	EATON, BRAD A.	515		2,349.20
08/29/2020	PC	09/04/2020	31554	WILSON, TIMOTHY J.	516		3,656.04
08/29/2020	PC	09/04/2020	31555	LAVOIE, RICHARD L.	519		2,225.14
08/29/2020	PC	09/04/2020	31556	STEVENS, BRANDON C.	521		3,251.74
08/29/2020	PC	09/04/2020	31557	DRAVES, MARTIN J.	523		2,235.11
08/29/2020	PC	09/04/2020	31558	ANDERSON, ELIZABETH	526		1,209.90
08/29/2020	PC	09/04/2020	31559	KENWABIKISE, DAVID L.	528		1,097.59
08/29/2020	PC	09/04/2020	31560	ELLIOTT, PATRICK M.	600		2,381.83
08/29/2020	PC	09/04/2020	31561	SCHWARTZFISHER, JOS	603		987.16
08/29/2020	PC	09/04/2020	31562	BRADLEY, KELLY R.	614		1,357.22
08/29/2020	PC	09/04/2020	31563	HART II, DELBERT W.	616		1,673.47
08/29/2020	PC	09/04/2020	31564	JONES, ROBERT F.	618		1,482.87
08/29/2020	PC	09/04/2020	31565	FARRELL, MITCHELL L.	622		1,323.31
08/29/2020	PC	09/04/2020	31566	THORP JR, WILLIAM D.	623		1,526.27
08/29/2020	PC	09/04/2020	31567	LEITNER, RYAN S.	624		1,623.64
08/29/2020	PC	09/04/2020	31568	FERGUSON, ROYCE L.	625		1,725.96
08/29/2020	PC	09/04/2020	31569	DORAN, JUSTIN J.	634		2,107.26
08/29/2020	PC	09/04/2020	31570	MANKER SR, DAVID W.	639		740.86
08/29/2020	PC	09/04/2020	31571	FREY, DYLAN V.	643		650.97
08/29/2020	PC	09/04/2020	31572	HART III, DELBERT W.	657		840.93
08/29/2020	PC	09/04/2020	31573	BEMIS, JACKSON R.	667		737.18
08/29/2020	PC	09/04/2020	31574	FINNERTY, HOLLY E.	669		776.79
08/29/2020	PC	09/04/2020	31575	CRANDELL, ZACKARY R.	691		688.11
08/29/2020	PC	09/04/2020	31576	KNORR, KENT J.	700		1,953.47
08/29/2020	PC	09/04/2020	31577	ANZELL, BETH A.	702		1,343.92
08/29/2020	PC	09/04/2020	31578	KLOOSTER, PATRICK H.	743		1,655.71

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
08/29/2020	PC	09/04/2020	31579	EVANS JR, HALBERT K.	744		604.87
08/29/2020	PC	09/04/2020	31580	KLINGER, BRADLEY W.	747		93.17
08/29/2020	PC	09/04/2020	31581	DAVIS, LEAH R.	748		740.47
08/29/2020	PC	09/04/2020	31582	TELGENHOF, WILL G.	749		740.47
08/29/2020	PC	09/04/2020	31583	WHITE III, MARCUS W.	754		637.74
08/29/2020	PC	09/04/2020	31584	GREYERBIEHL, KELLY M.	757		456.62
08/29/2020	PC	09/04/2020	31585	CUNNINGHAM, ABIGAIL A	759		522.37
08/29/2020	PC	09/04/2020	31586	KIRINOVIC, THOMAS F.	790		452.28
08/29/2020	PC	09/04/2020	31587	MOOAR, ISAAK S.	796		416.83
08/29/2020	PC	09/04/2020	31588	HART, DAVID R.	836		105.28
08/29/2020	PC	09/04/2020	31589	MCDONNELL, JENNA N.	839		673.51
08/29/2020	PC	09/04/2020	31590	GILL, DAVID R.	856		939.82
08/29/2020	PC	09/04/2020	31591	MASSON, DONALD J.	861		536.03
08/29/2020	PC	09/04/2020	31592	KUSINA, DENNIS W.	862		374.87
08/29/2020	PC	09/04/2020	31593	LABLANCE, MAUREEN J.	863		411.26
08/29/2020	PC	09/04/2020	31594	LIVINGSTON, BRIAN D.	866		1,708.92
08/29/2020	PC	09/04/2020	31595	WAY, KRISTINA M.	870		282.26
08/29/2020	PC	09/04/2020	31596	WYMAN, MATTHEW A.	927		1,914.75
08/29/2020	PC	09/04/2020	31597	MILLER, WILLIAM S.	933		2,006.20
08/29/2020	PC	09/04/2020	31598	DOUGLAS, MARK	935		1,019.64
08/29/2020	PC	09/04/2020	31599	PRIOR, ERIN C.	938		1,112.92
08/29/2020	PC	09/04/2020	31600	FRATRICK, JOSEPH W.	940		504.84
08/29/2020	PC	09/04/2020	31601	RICKETSON, BRET J.	950		629.20
08/29/2020	PC	09/04/2020	31602	MCMULLEN, DONALD R.	1000		2,382.45
08/29/2020	PC	09/04/2020	31603	SILVA, JESSE L.A.	1001		1,541.06
08/29/2020	PC	09/04/2020	31604	JOHNSON, MELISSA A.	1004		1,549.87
08/29/2020	PC	09/04/2020	31605	STEPHENS, LYON G.	1005		210.22
08/29/2020	PC	09/04/2020	31606	TRAVERS, MANUEL J.	1006		2,122.15
08/29/2020	PC	09/04/2020	31607	STEVENS, JEFFREY W.	1028		262.22
08/29/2020	PC	09/04/2020	31608	RILEY, CASEY W.	1052		435.27
08/29/2020	PC	09/04/2020	31609	JONES, LARRY M.	1057		924.21
08/29/2020	PC	09/04/2020	31610	VANZANDT, ZORRAN C.	1058		199.12
08/29/2020	PC	09/04/2020	31611	MATZ, EMILY S.	1059		351.23
08/29/2020	PC	09/04/2020	31612	LEPIRD, KATIE A.	1061		509.46
08/29/2020	PC	09/04/2020	31613	MOYER, DAVID T.	1073		75.98
08/29/2020	PC	09/04/2020	31614	WHEELER, MICHAEL W.	1103		1,802.11
08/29/2020	PC	09/04/2020	31615	MISHLER, MICHAEL. J.	1107		1,251.24
08/29/2020	PC	09/04/2020	31616	AZZOPARDI, ANTHONY J.	1108		1,866.53
08/29/2020	PC	09/04/2020	31617	MCCRANEY, RUSSELL R.	1111		321.02
08/29/2020	PC	09/04/2020	31618	PECK, JARICA L.	1114		251.51
08/29/2020	PC	09/04/2020	31619	DIETZ, AMANDA M.	1115		1,234.36
08/29/2020	PC	09/04/2020	31620	MOYER, NATHAN I.	1118		1,291.27
08/29/2020	PC	09/04/2020	31621	SPREEMAN, ASHLEY M.	1120		693.28
08/29/2020	PC	09/04/2020	31622	FAULKNER, CHRISTOPH	1122		3,125.14
08/29/2020	PC	09/04/2020	131161	WHITLEY, ANDREW T.	522		2,273.20
08/29/2020	PC	09/04/2020	131162	MORRISON, KEVIN P.	601		1,691.68
08/29/2020	PC	09/04/2020	131163	BISHAW, JAMES H.	633		756.47
Grand Totals:			104				131,751.44

Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
08/29/2020	09/04/2020	131164	4FRONT CREDIT UNION	9024	HSA-EMPLOYEE CONTRIB-4FR	927.01
08/29/2020	09/04/2020	131165	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST T	127.28
08/29/2020	09/04/2020	131165	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	481.00
08/29/2020	09/04/2020	131166	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 8/29/2	90.00
08/29/2020	09/04/2020	131167	CHARLEVOIX STATE BAN	9017	HSA - EMPLOYEE CONTRIB - C	967.00
08/29/2020	09/04/2020	131168	CHEMICAL BANK	9018	HSA - EMPLOYEE CONTRIB - C	25.00
08/29/2020	09/04/2020	131169	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	659.38
08/29/2020	09/04/2020	131170	MI STATE DISBURSEMEN	9012	FRIEND OF THE COURT Pay Pe	209.65
08/29/2020	09/04/2020	131171	MONY LIFE INSURANCE	9008	LIFE - VOLUNTARY Pay Period:	249.43
08/29/2020	09/04/2020	131171	MONY LIFE INSURANCE	9008	SPOUSE LIFE Pay Period: 8/29/	47.68
08/29/2020	09/04/2020	131171	MONY LIFE INSURANCE	9008	CHILD LIFE Pay Period: 8/29/20	4.00
08/29/2020	09/04/2020	131171	MONY LIFE INSURANCE	9008	AD&D - VOLUNTARY Pay Period	40.32
08/29/2020	09/04/2020	131171	MONY LIFE INSURANCE	9008	SPOUSE AD&D Pay Period: 8/29	6.83
08/29/2020	09/04/2020	131171	MONY LIFE INSURANCE	9008	CHILD AD&D Pay Period: 8/29/2	2.59
08/29/2020	09/04/2020	131172	POLICE OFFICERS LABO	9003	POL UNION DUES Pay Period: 8	251.25
08/29/2020	09/04/2020	131173	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	1,466.44
Grand Totals:		16				5,554.86

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Check Number	Payee	Amount
09/09/2020		
131174	ABILITA	1,705.30
131175	ACUSHNET COMPANY	52.97
131176	AIRGAS USA LLC	140.44
131177	ALL-PHASE ELECTRIC	4,243.53
131178	AMERICAN WASTE INC.	1,746.76
131179	ANDERSON, ELIZABETH A.	50.00
131180	ANZELL, BETH A.	50.00
131181	APEX SOFTWARE	75.00
131182	AT YOUR SERVICE PLUS INC	500.00
131183	AT&T MOBILITY	577.52
131184	AVFUEL CORPORATION	108,094.46
131185	BELL EQUIPMENT COMPANY	149.37
131186	BERG, REBECCA	322.00
131187	BLAZING AVIATION	272.03
131188	BOB MATHERS FORD	147.00
131189	BOUND TREE MEDICAL LLC	93.86
131190	BRADY'S CARPET CLEANING	509.63
131191	CABLES AND SENSORS	377.00
131192	CAROFINO, ANDREA	130.00
131193	CARQUEST OF CHARLEVOIX	1,764.94
131194	CDW GOVERNMENT INC.	166.77
131195	CENTRAL DRUG STORE	68.64
131196	CHARLEVOIX DISTRICT LIBRARY	30,000.00
131197	CHARLEVOIX SCREEN MASTERS INC	465.50
131198	CHARLEVOIX SEWER & DRAIN	1,500.00
131199	CHARLEVOIX TOWNSHIP	38.27
131200	CHARTER COMMUNICATIONS	994.60
131201	CINTAS	215.17
131202	CINTAS CORPORATION	169.37
131203	CLARK, SARAH	50.00
131204	COMPASS MINERALS AMERICA	12,702.04
131205	CONWAY PROFESSIONAL SERVICES	13,154.00
131206	CRA Payment Center	554.42
131207	CRYSTAL FLASH ENERGY	779.57
131208	CURREY FARMS LLC	214.00
131209	DeROSIA, PATRICIA E.	50.00
131210	DHASELEER, CARL	296.00
131211	DIGITAL DOLPHIN	609.85
131212	DOAN, GERARD P.	50.00
131213	DORAN, JUSTIN J.	50.00
131214	DORNBOS SIGN INC.	280.15
131215	DOTSON, LINDSEY J.	50.00
131216	DUTCH OVEN, THE	351.00
131217	EJ USA INC.	1,514.87
131218	ELHORN ENGINEERING COMPANY	1,085.60
131219	ELLIOTT, PATRICK M.	50.00
131220	ELLSWORTH FARMER'S EXCHANGE	1,414.22
131221	EMERGENCY MEDICAL PRODUCTS IN	208.19

Check Number	Payee	Amount
131222	ETNA SUPPLY	5,649.07
131223	F.H. BLACK & COMPANY	615.00
131224	FARMER WHITE'S	686.00
131225	FASTENAL COMPANY	182.28
131226	FAULKNOR, CHRISTOPHER	50.00
131227	GERBER HOMEMADE SWEETS	161.00
131228	GINOP SALES INC	258.11
131229	GOLDING, JOYCE M.	50.00
131230	GOLOVICH, KAREN	215.00
131231	GOLOVICH, RENEE	83.00
131232	GRAINGER	629.03
131233	GREAT LAKES PIPE & SUPPLY	73.69
131234	GRP ENGINEERING INC.	8,850.90
131235	GUNTZVILLER, RHONDA	777.00
131236	HACH COMPANY	2,503.74
131237	HANKINS, SCOTT A.	50.00
131238	HARRELL'S	1,740.00
131239	HERZOG ELECTRIC	121.00
131240	HEYDLAUFF, MARK L.	50.00
131241	HOLIDAY LIGHTING SERVICES INC.	1,008.00
131242	INDEPENDENT DRAFTING SERVICES	1,976.00
131243	JACK DOHENY COMPANIES	713.52
131244	JACKLIN STEEL SUPPLY CO	391.60
131245	JOHNSON, MELISSA A.	50.00
131246	KLOOSTER, ALIDA K.	50.00
131247	KLOOSTER, PATRICK H.	50.00
131248	KNORR, KENT J.	50.00
131249	KSS ENTERPRISES	2,086.68
131250	LAMAR COMPANIES	770.00
131251	LASER PRINTER TECHNOLOGIES	721.00
131252	LAVENDER, JOSEPH E.	50.00
131253	LEELANAU COFFEE ROASTING CO IN	261.65
131254	LITTLE TRAVERSE DISPOSAL LLC	805.00
131255	LIVINGSTON, BRIAN D.	50.00
131256	LOTTIE'S BAGELS	357.00
131257	MACGREGOR PLUMBING & HEATING	1,131.00
131258	MAYER, SHELLEY L.	50.00
131259	MCDONNELL, JENNA N.	50.00
131260	McGINN, KELLY A.	50.00
131261	MCLEAN ENGINEERING CO INC	1,371.00
131262	MCMASTER-CARR	424.13
131263	MCMULLEN, DONALD R.	50.00
131264	MDC CONTRACTING LLC	380.00
131265	MED ALLIANCE GROUP INC	242.00
131266	MEDLINE INDUSTRIES INC	157.53
131267	METAL HEAD WELDING LLC	1,147.74
131268	MICHIGAN WATER ENV ASSOC	77.00
131269	MIKE'S MUSTARD	60.00
131270	MILLER, WILLIAM S.	50.00

Check Number	Payee	Amount
131271	MONTEITH, JENNY	138.72
131272	MUTT MITT	1,970.80
131273	MY TCBD	100.00
131274	NAVIA BENEFIT SOLUTIONS	50.00
131275	NCL OF WISCONSIN INC.	868.76
131276	NORTH COUNTRY CRITTERS	165.00
131277	NORTHWEST FIRE	206.00
131278	OHM ADVISORS	24,834.50
131279	OLSON, LEAH	205.00
131280	ORBAN, BARBARA K.	114.11
131281	OTEC	175.00
131282	OUDBIER INSTRUMENT CO	1,617.00
131283	PARKER, MICHAEL	67.00
131284	PAYMENT RESOLUTION SERVICES	564.35
131285	PENINSULA FIBER NETWORK LLC	470.00
131286	PERFORMANCE ENGINEERS INC	1,260.00
131287	PLUNKETT & COONEY	1,080.00
131288	POSTMASTER	42.60
131289	POWER LINE SUPPLY	776.04
131290	POWERPLAN	60.06
131291	PREIN & NEWHOF	240.00
131292	PURITY CYLINDER GASES INC	141.30
131293	QUALITY CAR & TRUCK REPAIR INC	428.11
131294	R B LYONS INC	7,690.00
131295	RESOLUTION G2 LLC	10,910.00
131296	SIGNATURE FORD L-M	37,930.00
131297	SILVA, JESSE L.A.	113.31
131298	SNEATHEN, SANDRA	332.92
131299	STATE AND MASON LLC	1,000.00
131300	STATE OF MICHIGAN	245.00
131301	STATE OF MICHIGAN	880.42
131302	SUMMIT COMPANIES	360.00
131303	SUN BADGE CO.	108.75
131304	SWEM, DONALD L.	50.00
131305	TAYLOR 12501 LLC	4,417.50
131306	TELNET GROUP INC	214.37
131307	THE BANK OF NEW YORK MELLON N.	98,807.03
131308	THISTLE	25.00
131309	TRADEMARK PROPERTIES LLC	210.00
131310	TRAVERS, MANUEL J.	50.00
131311	TRUCK & TRAILER SPECIALTIES	82.61
131312	UNCLE ROD'S INC	318.75
131313	UNIFIRST CORPORATION	693.77
131314	US BANK	678,100.00
131315	USA BLUE BOOK	1,191.96
131316	VINCENT, MEGHANN	160.00
131317	WEX BANK	937.06
131318	WORK & PLAY SHOP	49.44
131319	WURST, RANDALL W.	50.00

Check Number	Payee	Amount
131320	WYMAN, MATTHEW A.	50.00
131321	XEROX FINANCIAL SERVICES	168.84
131322	ZIIBIMIJWANG INC	489.00
Total 09/09/2020:		1,106,669.79
Grand Totals:		1,106,669.79

Check Number	Payee	Amount
08/17/2020		
81720001	MICHIGAN PUBLIC POWER AGENCY	51,433.97
Total 08/17/2020:		51,433.97
Grand Totals:		51,433.97

Check Issue Date	Check Number	Payee	Amount
82120001			
08/21/2020	82120001	**EFTPS* Payroll Taxes	12,399.21
08/21/2020	82120001	**EFTPS* Payroll Taxes	12,399.21
08/21/2020	82120001	**EFTPS* Payroll Taxes	2,899.84
08/21/2020	82120001	**EFTPS* Payroll Taxes	2,899.84
08/21/2020	82120001	**EFTPS* Payroll Taxes	17,726.74
Total 82120001:			
	5		48,324.84
82120002			
08/21/2020	82120002	Alerus Financial	350.00
Total 82120002:			
	1		350.00
82120003			
08/21/2020	82120003	STATE OF MICHIGAN	7,116.66
Total 82120003:			
	1		7,116.66
82120004			
08/21/2020	82120004	Vantagepoint - 401 Plan 109153	858.02
Total 82120004:			
	1		858.02
82120005			
08/21/2020	82120005	Vantagepoint - 457 Plan 300959	5,372.92
08/21/2020	82120005	Vantagepoint - 457 Plan 300959	2,091.56
08/21/2020	82120005	Vantagepoint - 457 Plan 300959	4,210.09
08/21/2020	82120005	Vantagepoint - 457 Plan 300959	8,202.07
Total 82120005:			
	4		19,876.64
82120006			
08/21/2020	82120006	Vantagepoint - Roth IRA 706117	1,155.76
Total 82120006:			
	1		1,155.76
Grand Totals:			
	13		77,681.92



Check Number	Payee	Amount
08/21/2020		
82120007	MERS	48,616.19
Total 08/21/2020:		48,616.19
Grand Totals:		48,616.19

Check Number	Payee	Amount
08/24/2020		
82420001	MICHIGAN PUBLIC POWER AGENCY	16,215.54
Total 08/24/2020:		16,215.54
Grand Totals:		16,215.54

Check Number	Payee	Amount
08/25/2020		
82520001	MICHIGAN PUBLIC POWER AGENCY	190,643.88
Total 08/25/2020:		190,643.88
Grand Totals:		190,643.88

Check Number	Payee	Amount
08/31/2020		
83120001	MICHIGAN PUBLIC POWER AGENCY	25,976.29
Total 08/31/2020:		25,976.29
Grand Totals:		25,976.29

Check Issue Date	Check Number	Payee	Amount
90420001			
09/04/2020	90420001	**EFTPS* Payroll Taxes	12,321.79
09/04/2020	90420001	**EFTPS* Payroll Taxes	12,321.79
09/04/2020	90420001	**EFTPS* Payroll Taxes	2,881.69
09/04/2020	90420001	**EFTPS* Payroll Taxes	2,881.69
09/04/2020	90420001	**EFTPS* Payroll Taxes	18,410.61
Total 90420001:			
	5		48,817.57
90420002			
09/04/2020	90420002	Alerus Financial	350.00
Total 90420002:			
	1		350.00
90420003			
09/04/2020	90420003	STATE OF MICHIGAN	7,092.45
Total 90420003:			
	1		7,092.45
90420004			
09/04/2020	90420004	Vantagepoint - 401 Plan 109153	912.08
Total 90420004:			
	1		912.08
90420005			
09/04/2020	90420005	Vantagepoint - 457 Plan 300959	5,372.92
09/04/2020	90420005	Vantagepoint - 457 Plan 300959	2,130.10
09/04/2020	90420005	Vantagepoint - 457 Plan 300959	4,224.84
09/04/2020	90420005	Vantagepoint - 457 Plan 300959	8,495.81
Total 90420005:			
	4		20,223.67
90420006			
09/04/2020	90420006	Vantagepoint - Roth IRA 706117	1,155.76
Total 90420006:			
	1		1,155.76
Grand Totals:			
	13		78,551.53

Check Number	Payee	Amount
09/09/2020		
3458	CHARLEVOIX COUNTY TREASURER	1,539.89
3459	CHARLEVOIX COUNTY TREASURER	1,026,555.02
3460	CHARLEVOIX COUNTY TREASURER	29.59
3461	CHARLEVOIX DISTRICT LIBRARY	8.04
3462	CHARLEVOIX PUBLIC SCHOOLS	1,210,286.79
3463	CHARLEVOIX PUBLIC SCHOOLS	49,169.35
3464	CHARLEVOIX PUBLIC SCHOOLS	34,417.04
3465	CHARLEVOIX PUBLIC SCHOOLS	14,747.66
3466	CHARLEVOIX PUBLIC SCHOOLS	48,185.51
3467	CITY OF CHARLEVOIX - MISC	110.88
3468	CITY OF CHARLEVOIX - TAXES DUE	1,198,066.09
3469	CORELOGIC	4,251.46
3470	RECREATIONAL AUTHORITY	1.55
Total 09/09/2020:		3,587,368.87
Grand Totals:		3,587,368.87

CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Security Lights: \$15,838.20

DATE: September 8, 2020

BACKGROUND:

Since purchasing Matt LaFontaine Automotive at 06725 US 31 South, a representative of their company has been in contact with the Electric Department regarding their security lights. It seems as though their insurance company is requesting brighter lights in their lot. The representative has specifically requested 1,000 watt equivalent lights in place of the existing 400 watt equivalents - both are LED's. After researching the best cost on the 15 upgraded lights, our main supplier has quoted us a total of \$15,838.20. The Electric Department will install the new lights, and the customer would receive a set amount added to their monthly bill to account for the cost of the lights and usage spread over ten years as has been done in the past.

The lights were bid out per our VMI agreement with Powerline Supply, and the money can come out of the construction budget.

RECOMMENDATION:

Motion to approve the purchase of 15 LED Lights from Powerline Supply for a total of \$15,838.20.

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Public Service Facility Parking Lot Lights: \$17,328.00

DATE: September 8, 2020

BACKGROUND:

The design for the new Public Services Facility included new LED parking lot lights around the site to both provide adequate light under varying conditions and to meet dark sky conditions at night. The design included a specific list of lights that the Electric Department was to purchase and install. We gave the list to Powerline Supply and they went out for bids and came back with the prices listed on the attached spreadsheet. The total comes to \$17,328, and the money will come out of the DPW Site budget.

RECOMMENDATION:

Motion to approve the purchase of the Public Services Facility Parking Lot Lights from Powerline Supply for a total of \$17,328.

ATTACHMENTS:

- ▣ PSF Parking Lot Lights

Charlevoix Electric Dept.
DPW Site Lighting

<u>Item</u>	<u>Quantity</u>	Lithonia	Price Ea	Total
<u>Fixtures</u>				
PL1	3	DSX1 LED P1 50K T2S MVOLT SPA DDBXD	\$699.00	\$2,097.00
PL2	2	DSX1 LED P1 50K TFTM MVOLT SPA DDBXD	\$699.00	\$1,398.00
PL3	1	DSX1 LED P1 50K T4M MVOLT SPA DDBXD	\$699.00	\$699.00
PL4	1	DSX1 LED P5 50K TFTM MVOLT SPA DDBXD	\$779.00	\$779.00
PL5	2	DSX1 LED P6 50K T4M MVOLT SPA HS DDBXD	\$812.00	\$1,624.00
PL6	1	DSX1 LED P3 50K TFTM MVOLT SPA DDBXD	\$699.00	\$699.00
PL7	5	DSX1 LED P2 50K T4M MVOLT SPA HS DDBXD	\$728.00	\$3,640.00
<u>Poles</u>				
P1	7	SSS 25 4C DM19AS DDBXD	\$480.00	\$3,360.00
P2	8	SSS 15 4C DM19AS DDBXD	\$379.00	\$3,032.00
				\$17,328.00

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Purchase of Early Delivery Road Salt: \$19,265

DATE: September 8, 2020

BACKGROUND:

Each spring we submit to MDOT the amount of early delivery road salt that we estimate we will need for the upcoming winter season. They then competitively bid this out, through the MIDEAL program, with all of the other quantities from different municipalities etc. In combination with the amount of seasonal back up salt we recently purchased we estimated that we would need an additional 250 tons of material. In the event we have a bad winter and need more we also have seasonal back up salt available to purchase at a later date.

RECOMMENDATION:

Motion to purchase 250 tons of early delivery road salt through the MIDEAL program for a total of \$19,265.

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: 2020 Tree Planting: \$34,480

DATE: September 8, 2020

BACKGROUND:

In August of 2020, the Department of Public Works put out a request for bid for tree planting. After working with the Shade Tree Commission, the bid was for a total of 92 trees of varying types. On September 1, the bids were opened, finding only one bid. The bidder was Louis A Hoffman Nursery. In the past, we have found Louis A Hoffman Nursery to be very reliable and competent in the tree planting projects that have been awarded to them. The total cost of the bid was \$41,960, with a \$3,480 discount if the staking is eliminated, bringing it to \$38,480. The contractor will not be asked to do the staking. There are monies allocated to this job in the major and local street funds 2020/2021 budgets.

RECOMMENDATION:

Motion to approve Louis A Hoffman Nursery's proposal as presented for a total of \$34,480.

ATTACHMENTS:

- ▣ Tree Planting Bid Tab



CITY OF CHARLEVOIX

TREE PLANTING

Bid Opening at City Hall
September 1, 2020 – 1:30pm

Bidder Name	Total Cost
Louis A. Hoffman Nursery Harbor Springs, MI	\$41,960

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: 2020 Officer and Employee Delegate Certification

DATE: September 8, 2020

BACKGROUND:

We are presenting, for City Council approval, the 2020 Officer and Employee Delegate Certification. Both an Employee and Officer Delegate will represent the City of Charlevoix at the Annual MERS Conference which is being held virtually this year. Brandon Stevens is the Employee Delegate and Matthew Umulis is the Alternate Employee Delegate. Alida Klooster will serve as the Officer Delegate and Kelly McGinn will serve as the Alternate Officer Delegate.

RECOMMENDATION:

Motion to approve the 2020 Officer and Employee Delegate Certification.

ATTACHMENTS:

- ▣ 2020 Officer and Employee Delegate Certification



2020 Officer and Employee Delegate Certification Form

MERS Annual Business Meeting | September 24, 2020

Please print clearly • Scan and attach this file when you register online • Retain a copy for your records

IMPORTANT: If you are not electing/appointing delegates to vote during the MERS Annual Business Meeting, please **DO NOT** submit this form. A **delegate** is **NOT** confirmed to have voting rights until this form has been uploaded with their online registration.

The voting delegate representative must be a MERS member, defined as an **active employee on payroll** who is enrolled in either a MERS Defined Benefit Plan, Defined Contribution Plan or Hybrid Plan.

1. Officer (and alternate) delegate information

The officer delegate (or alternate) shall be a MERS member who holds a department head position or above, exercises management responsibilities, and is directly responsible to the legislative, executive, or judicial branch of government.

Officer Delegate name

Alida Klooster

Officer Alternate name

Kelly McGinn

Officer delegate and alternate listed above were appointed to serve during the 2020 MERS Business Meeting by official action of the governing body (or chief judge for a participating court) on September 8, 2020.

2. Employee (and alternate) delegate information

The employee delegate (or alternate) shall be an employee member who is not responsible for management decisions, receives direction from management and, in general, is not directly responsible to the legislative, executive, or judicial branch of government.

Employee Delegate name

Brandon Stevens

Employee Alternate name

Matthew Umulis

Employee delegate and alternate listed above were elected to serve during the 2020 MERS Business Meeting by secret ballot election conducted by an authorized officer on July 13, 2020.

3. Certification

NOTE: Certification should be signed by a member of the governing body or chief administrative officer, or the chief judge for a participating court. **An electronic signature is permissible.**

I certify that the officer delegate and alternate selections are true and correct, and the secret ballot election results for the employee delegate and alternate are true and correct.

Employer/municipality name*	Municipality number*	Email address	
City of Charlevoix	1505	pattyd@charlevoixmi.gov	
Employer address	Employer city	Employer state	Employer zip code
210 State Street	Charlevoix	MI	49720
Printed name	Title of authorized authority*		
Mark L. Heydlauff	City Manager		
Authorized signature*	Date		

* Required field



1. You may complete it electronically (an electronic authorized signature is permissible), then save it and upload it when registering your delegate(s). OR
2. You may print it off and complete it, then scan and upload it to your computer for uploading when you register your delegate(s).

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Resolution to Adopt the Annual PA 152 Exemption for the 2020-21 Medical Benefit Plan Coverage Year

DATE: September 8, 2020

BACKGROUND:

Public Act 152 (PA 152) or the Publicly Funded Health Insurance Contribution Act limits the amount public employers pay toward employee medical benefits.

The City has three options for complying with the requirements of PA 152, which it must do on an annual basis. The three options are:

- 1) "Hard Cap" Option – limits the amount the City may contribute annually to employees' medical benefit plans based on coverage levels, as defined by the State Treasury on an annual basis. The contribution limits for CY 2020 are included in your agenda packets.
- 2) "80%/20%" Option – limits the City's share of total annual health care costs to not more than 80%. This option requires a majority vote by the Council annually.
- 3) "Exemption" or "Opt Out" Option – the City may exempt itself from the requirements of PA 152 by an annual 2/3 vote of Council.

Since the law has been in effect, Council has voted unanimously to exempt the City from the requirements of PA 152. For the upcoming 2020-21 medical benefit plan coverage year which starts October 1st, staff recommends Council again vote to exempt the City from the PA 152 requirements.

The City of Charlevoix uses a hybrid approach to sharing costs with employees. Non-union, PLC, and CWA employees will pay 20% for the higher cost \$500 deductible plan and 5% for the lower cost HSA plan.

For the 2020-21 insurance plan year, the City will still maintain two insurance plans. The higher cost \$250/500 deductible plan was changed to a \$500/\$1000 deductible plan and now requires 20% copay after deductible. There are currently 3 employees on the higher cost \$500 deductible plan, 39 employees on the lower cost HSA plan, 4 employee that only pick up Dental and Vision services only, and 7 employees that Opt-Out of health insurance.

The HSA plan premiums have increased 4.4%. With the modification of the higher cost plan to a \$500/\$1000 deductible and 20% copay after deductible, the plan premiums have decreased by 9.8%.

RECOMMENDATION:

Motion to approve Resolution 2020-09-01 adopting the annual exemption option as set forth in PA 152 for the City's medical benefit plan coverage year October 1, 2020 through September 30, 2021.

ATTACHMENTS:

- ❑ PA 152 Annual Exemption Resolution
- ❑ Public Employer Contribution Limits for CY 2020 (Hard Caps)

**CITY OF CHARLEVOIX
RESOLUTION NO. 2020-09-01**

RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH IN 2011 PUBLIC ACT 152,
THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT

WHEREAS, 2011 Public Act 152 (the "Act") was passed by the State Legislature and signed by the Governor on September 24, 2011; and

WHEREAS, the Act contains three options for complying with the requirements of the Act; and

WHEREAS, the three options are as follows:

- 1) Section 3 - "Hard Caps" Option - limits a public employer's total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 - "80%/20%" Option - limits a public employer's share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 - "Exemption" Option - a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body; and

WHEREAS, the City Council decided to adopt the annual Exemption Option as its choice for compliance under the Act.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Charlevoix elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption Option for the medical benefit plan coverage year October 1, 2020 through September 30, 2021.

RESOLVED this 8th day of September, 2020 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas:

Nays:



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY

RACHAEL EUBANKS
STATE TREASURER

March 18, 2020

**PUBLIC EMPLOYER CONTRIBUTIONS TO MEDICAL BENEFIT PLANS
ANNUAL COST LIMITATIONS – CALENDAR YEAR 2021**

For a medical benefit plan coverage year beginning on or after January 1, 2012, MCL 15.563, as last amended by 2018 Public Act 477, sets a limit on the amount that a public employer may contribute to a medical benefit plan.

For medical benefit plan coverage years beginning on or after January 1, 2013, MCL 15.563 provides that the dollar amounts that are multiplied by the number of employees with each coverage type be adjusted annually. Specifically, the dollar amounts shall be adjusted, by October 1 of each year after 2011 and before 2019, by the change in the medical care component of the United States consumer price index for the most recent 12-month period for which data are available. By April 1 of each year after 2018, the dollar amounts shall be adjusted by the change in the medical care component of the U.S. consumer price index for the most recent 12-month period for which data are available. For calendar year 2020, the limit on the amount that a public employer may contribute to a medical benefit plan was set to the sum of the following:

- \$ 6,818.87 times the number of employees and elected public officials with single-person coverage
- \$14,260.37 times the number of employees and elected public officials with individual-and-spouse coverage or individual-plus-1-nonspouse-dependent coverage
- \$18,596.96 times the number of employees and elected public officials with family coverage.

The limits for 2021 equal the 2020 limits increased by **3.3 percent**. The 3.3 percent is the percentage change in the medical care component from the period March 2018-February 2019 to the period March 2019-February 2020.

Thus, for medical benefit plan coverage years beginning on or after January 1, 2021, the limit on the amount that a public employer may contribute to a medical benefit plan equals the sum of the following:

- **\$ 7,043.89** times the number of employees and elected public officials with single-person coverage
- **\$ 14,730.96** times the number of employees and elected public officials with individual -and-spouse coverage or individual-plus-1-nonspouse-dependent coverage
- **\$ 19,210.66** times the number of employees and elected public officials with family coverage.


Rachael Eubanks
State Treasurer

March 18, 2020

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Palmer Lot Improvements

DATE: September 8, 2020

PRESENTED BY: Patrick M. Elliott, Public Works Superintendent

BACKGROUND:

During the spring of this year we had been working with Performance Engineers Inc. to complete engineering for the proposed upgrades to the Palmer Lot. On August 11, 2020 we opened sealed bids from three contractors (see attached bid tabulation). In general, this work consists of organizing and paving the parking area, the addition of 34 delineated parking spots including two ADA compliant spots, stormwater improvements, the addition of a retaining wall on the east property line, and a dune grass rain garden. There will also be ADA compliant sidewalks added from the parking lot up to the channel walkway.

The low bid was submitted by Elmer's Crane & Dozer. The City has worked with Elmer's on past projects and have no concerns with their ability to complete a project of this scale. See recommendation from Performance Engineers. During the bid review process we decided to complete our own soil borings to determine if we could eliminate the line item of "sub grade undercutting". By doing so we were able to reduce their bid amount by \$23,850. We are still coordinating with Elmer's for an official start date, but they have committed to the completion date of October 31, 2020.

By completing this project we will greatly increase the overall aesthetic value along with it's functionality. The stormwater management improvements will also eliminate any stormwater from entering into our sanitary system.

RECOMMENDATION:

Motion to approve the contract with Elmer's Crane and Dozer in the amount of \$239,949 and direct the City Manager to sign the appropriate documents.

ATTACHMENTS:

- ▣ Bid Tab Palmer Lot
- ▣ Award Recommendation



CITY OF CHARLEVOIX

PALMER STREET PARKING LOT

Bid Opening at City Hall
August 11, 2020 – 2:00pm

Bidder Name	Total Cost
Rieth-Riley Charlevoix, MI	\$317,750.00
Elmer's Crane & Dozer Petoskey, MI	\$263,799.70
MDC Contracting Charlevoix, MI	\$285,780.40

Memo

To: Pat Elliott
From: Aaron Nordman
Re: Palmer St. Parking Lot

Date: 08-26-2020

Dear Pat;

As you are aware, Performance Engineers, Inc. (PEI) bid out the Palmer Street Parking Lot improvements. We have received bids back from three bidders, all of which included appropriate bid security and administratively complete bids. A tabulation is attached, for which Team Elmer's is the low bidder and MDC contracting second low. The local bidder preference policy does not impact the low bid in these results. It should be noted that MDC did have two arithmetic errors in their bid, which also do not impact the results (bid amount of \$285,780.40 vs. \$285,505.40).

Team Elmer's included an appropriate schedule for completing the project by the end of October. Their low bid amount of \$263,799.70 is above the estimate provided for this project by about \$32,500 or 14%. However, since the time of developing the estimate and obtaining bids, PEI has performed soil borings within the project area and have determined that the subsurface soil conditions are satisfactory without the anticipated need for any subgrade undercutting. Therefore, we believe that this portion of Elmer's bid in the amount of \$23,850 will not be required. Elimination of the subgrade undercutting would put Elmer's contract value at \$239,949.70, which is within \$9,000 of the estimate.

Having determined that the low bid is acceptable and close to the project budget, we reviewed the low bidders' qualifications and current commitments. Team Elmer's is well known to both PEI and the City, making the reference check portion of the review unnecessary. PEI did review their existing commitments and discussed the project with them. It is our opinion that Team Elmer's is very capable and has the necessary resources to complete the project.

Therefore, if the City is aggregable to the added \$8,703 project cost, we are recommending award of the Palmer Street Parking Lot project to Team Elmer's for the low bid amount of \$239,949.70. Which price excludes any subgrade undercutting, based upon the subsequent geotechnical soil borings that were completed for the project.

Should you have any questions regarding this recommendation for award, or the project in general, please let us know.

Sincerely,
Performance Engineers, Inc.

Aaron Nordman, P.E.

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Fall Finale Farmers Market

DATE: September 8, 2020

PRESENTED BY: Sarah Hagen, Charlevoix Area Chamber of Commerce President

BACKGROUND:

Based on Council discussion and direction at the August 17th meeting regarding a Fall Finale Farmers Market in East Park, the Charlevoix Area Chamber of Commerce staff continued research and planning for the proposed event. As directed, we had conversations with the City of Charlevoix Recreation Department Director Kent Knorr and Farmers Market Manager Beth Anzell, the Health Department of Northwest Michigan, and our area orchards.

From those conversations, paired with our organization's needs and capacity, we are asking for approval from City Council to use East Park on October 9th and 10th for the Fall Finale Farmers Market. This weekend market would consist of local farm-market vendors who currently participate in the City's weekly Farmers Market with the addition of our area orchards and our area service organizations who wish to sell their food or food products. In total, we anticipate 25-30 participants. This extended Farmers Market would operate within the established guidelines from the Michigan Association of Farmers Markets, and in accordance with any Public Health Orders from the Health Department of Northwest Michigan or Executive Orders from the State of Michigan.

RECOMMENDATION:

Council discussion and direction.

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Housing Legislation Resolution

DATE: September 8, 2020

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

Earlier this year, Council approved a resolution urging state lawmakers to modify property tax laws to better recognize the value and impact of year-round rental housing in our state. Last month, State Representative Triston Cole introduced two bills in the Michigan House that would allow a PRE to be claimed on long-term rentals. Given Council's past support of this topic, it seemed you may wish to weigh in again on the matter.

Approval of the included resolution, would convey Council's support for positive votes in the legislature.

RECOMMENDATION:

Council discussion and direction.

ATTACHMENTS:

- ▣ Resolution

CITY OF CHARLEVOIX
RESOLUTION NO. 2020-09-02
SUPPORT AND ENCOURAGEMENT OF RURAL HOUSING

WHEREAS, the City of Charlevoix, like many communities in our region, struggles to find the needed housing for workers in our year-round economy while various reports indicate the need for more housing units; and

WHEREAS, the need for housing has repeatedly been supported both in anecdotal accounts from business owners and residents and also from formal sources like the 2020 Residential Target Market Analysis which found an additional 251 newly built and rehabbed houses are needed going forward to adequately handle the future demand for housing; and

WHEREAS, local efforts are only as effective as state law allows them to be and current tax law limits the ability of the City Council to incent the creation of new housing units on a market-driven scale; and

WHEREAS, legislation in the Michigan House of Representatives would reduce the tax liability of year-round rentals.

NOW THEREFORE BE IT RESOLVED, the City Charlevoix City Council resolves to give its strong support to Representative Triston Cole and the bills he has introduced, House Bills 6102 and 6103, which if passed would support and encourage rural housing in communities like Charlevoix; and

FUTHERMORE, the City Council encourages landlords consider the potential value of year-round residents to enhance our community.

RESOLVED this 8th day of September, 2020 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas:

Nays:

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Historic District Commission Appointment

DATE: September 8, 2020

PRESENTED BY: Janet Kalbfell, Council Member

BACKGROUND:

David Miles requested reappointment to the Historic District Commission. This is a Council appointment for a three year term.

RECOMMENDATION:

Motion to reappoint David Miles to the Historic District Commission, term expiring June 2023.

ATTACHMENTS:

- ▣ Application



CITY OF CHARLEVOIX
VOLUNTEER BOARDS AND COMMITTEES APPLICATION

Thank you for your interest in serving on a volunteer board, commission or committee. The purpose of this form is to provide the Mayor and City Council members with some information about residents considered for appointment. Your application will be kept active for six months and you will be contacted if you are chosen to serve.

☐ BOARD OF REVIEW	☐ HOUSING COMMISSION	☐ ZONING BOARD OF APPEALS
☐ COMPENSATION COMMISSION	☐ PLANNING COMMISSION	☐ OTHER _____
☐ DDA/MAIN STREET BOARD	☐ RECREATION ADVISORY COMMITTEE	☐ NO PREFERENCE
☒ HISTORIC DISTRICT COMMISSION	☐ SHADE TREE & PARK COMMISSION	

PLEASE PRINT

NAME: DAVID L. MILES
ADDRESS: 109 PARK AVENUE CHX
HOME PHONE: 547-6736 CELL PHONE: _____
EMAIL: MILES.DAVID@ATT.NET
ARE YOU A REGISTERED VOTER IN THE CITY? yes HOW LONG HAVE YOU LIVED IN THE CITY? 1971-PRESENT

EDUCATIONAL BACKGROUND: B.A & M.A. UNIVERSITY OF MICHIGAN 1963

PROFESSIONAL QUALIFICATIONS AND/OR WORK EXPERIENCE: CHARLEVOIX HISTORICAL SOCIETY
MUSEUM DIRECTOR & CURATOR

COMMUNITY ACTIVITIES AND/OR OTHER EXPERIENCE: MAIN STREET DESIGN COMMITTEE
HISTORIC DISTRICT COMMISSION
CHARLEVOIX COURIER COLUMNIST

HAVE YOU SERVED ON A BOARD/COMMITTEE OR HELD A CIVIC POSITION IN THE PAST? IF YES, PLEASE EXPLAIN:
NO

DO YOU FORESEE ANY POTENTIAL CONFLICTS OF INTEREST WHILE EXECUTING THE DUTIES OF THIS POSITION? IF YES, PLEASE EXPLAIN:
NO

REASON(S) YOU WISH TO SERVE: TO FURTHER THE IMPACT OF THE HDC ON THE
COMMUNITY.

HAVE YOU REVIEWED THE CURRENT MEETING SCHEDULE OF THE BOARD/COMMITTEE AND CAN COMMIT TO REGULAR MEETING ATTENDANCE? YES

SIGNATURE: David L. Miles DATE: 8/14/2020

RETURN APPLICATION TO THE CITY CLERK'S OFFICE: 210 STATE STREET CHARLEVOIX, MI 49720 – EMAIL clerk@charlevoixmi.gov

CHARLEVOIX CITY COUNCIL

Reports and Communications

TITLE: City Manager's Comments

DATE: September 8, 2020

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

A. Infrastructure Work

The repaving work done on parts of May, Garfield, Carpenter, and Stover is largely complete with restoration work having been done this past week. Some work continues on the sanitary sewer installation on Rose Lane. Next week, we expect work will begin on installation of a new water main under Pine River Lane. This round of infrastructure improvements has been mostly smooth with no surprises during construction.

B. Public Services Facility Fun Facts

Thanks to Pat Elliott, here are some fun facts about our ongoing construction project:

There has been a total of 50 tons of re-bar installed to date. Equivalent to 22 SUV's or 29 Corvettes.

There has been a total of 2500 cubic yards of concrete poured to date. This amount of concrete could cover 15 football fields, 1" thick.

There has been a total of 283 tons of steel framing installed to date. Equivalent to the weight of 24 school buses or 3 Blue Whales.

ATTACHMENTS:

- ▣ Housing Commission Minutes
- ▣ Shade Tree Minutes
- ▣ Historic District Commission Minutes

CHARLEVOIX HOUSING COMMISSION

210 WEST GARFIELD ST.

CHARLEVOIX, MICHIGAN 49720

(231) 547-5451



PROJECT
PINE RIVER PLACE

REGULAR MEETING

CHARLEVOIX HOUSING COMMISSION

TUESDAY, JULY 21, 2020

2:00 P.M.

Commissioners Present: Mitts Lee, Laurene Crandall, R.J. Waddell, Lillian Left and Joan Buday
Commissioners Absent: None

Others Present: Mark Little – MPHC/Maintenance Supervisor, Annessa Haist/Director, Mt. Pleasant Housing Commission, Cindy Morris/ Occupancy Specialist CHC, and Residents of Pine River Place.

Chairperson Mitts Lee called the meeting to order at 2:02 p.m.

Additions to the Agenda: Director is requesting the Board vote on the Roofing Bids prior to the ending of this meeting so we can move forward with the contract stage.

Approval of the CHC Meeting Minutes and Payables for June 16, 2020.

Lillian Left moved, seconded by Laurene Crandall to make the correction of adding the Ayes/Nays and Absent votes to the Motion made by R.J. Waddell to make the change within the calendar year of 2020, allowing all employees under the same company for payroll. Therefore accepting the regular minutes for June 16, 2020 and payables then as presented.

Ayes: Lee, Crandall, Waddell, Left and Buday

Nays: None

Absent: None

OLD BUSINESS:

Attorney/Property Dispute Update given by Director, Annessa Haist. Basically at this point in time it is pending with our Attorney of a response back.

CARES Act Money – Annessa Haist stated there were guidelines still being worked on from HUD which would give our accountants guidelines to follow. Suggestions were heard from the Board of Commissioners.

Roofing Bids In Process – Summary of bids was given out to all Board Members of the CHC. Mark Little of MPHIC spoke on the difference in the bids. Outlining each bid and company. It was mentioned one company was already working on a new roof on the next door County Building. It was brought to the attention of the Board the project would be a 4-6 week long project. Timeline would be discussed with the company chosen.

Joan Buday made motion for us to engage with Arrow Roofing, bringing the board final details once a contractual agreement is reached. Laurene Crandall seconded.

Ayes: Lee, Crandall, Waddell, Left and Buday

Nays: None

Absent: None

NEW BUSINESS:

EXECUTIVE DIRECTOR'S REPORT:

Annessa Haist, Director reported on Mt. Pleasant Housing Commission having their Accounting Audit and did Great. The Charlevoix Housing Commission Audit will be in the beginning of August, 2020.

Remote Setup with a local IT company is pending a product backup for special programs. Director, Annessa Haist made mention she wanted the Board to be informed this will be a portion of the CARES Act money expense. We are also implementing an e-mail conversion as the current e-mail is no longer supported by Charter.

The Payroll switch is progressing and in progress Director Haist stated that she would keep the Board informed.

Director Haist let the Board of Commissioners know that we had a new hire for maintenance-part time housing keeping.

PUBLIC COMMENT ON SUBJECTS UNRELATED TO AGENDA ITEMS:

Public Comments were made and discussed in length.

ADJOURNMENT: Meeting was adjourned at 3:00 p.m.

Respectfully submitted and approved by:



Executive Director, Annessa Haist - CHC / MPHC

The next Board Meeting is August 18, 2020 at 2:00 p.m. at the Pine River Place Community Room at 210 W. Garfield St., Charlevoix, MI. 49720.

Charlevoix Shade Tree and Parks Commission Meeting Minutes

July 13, 2020, 11:00am

Held virtually via Zoom pursuant to Executive Order 2020-129

Present: Perry Irish Hodgson, Chair; David Levy; Jennifer Muladore; Mark Pawlicki; Ken Polakowski

Members absent: None

Also present: Mark L. Heydlauff, City Manager; Pat Elliott, DPW Superintendent

Chair Hodgson called the meeting to order at 11:01am.

Chair Hodgson reviewed the minutes of June 10, 2020. Motion by Polakowski, second by Muladore to approve the minutes as presented.

Motion carried.

Old Business

Chair Hodgson discussed the 2020 tree planting and preparations made by Pat Elliott. They noted a correction on the committee's working spreadsheet that were mislabeled as Garfield Street and should have been Carpenter Street. Mr. Elliott suggested residents be given 10 days to respond to the letter regarding tree placement. For trees that may not be desired in residential areas, he suggested they be planted around the golf course. Mr. Polakowski noted that John Campbell had previously staked some locations at the golf course for this purpose.

Chair Hodgson asked Mr. Elliott to provide an update on watering. He advised they watered twice during the week of July 4 and twice before this season. He advised the Commission of limited staffing this year; he mentioned he would welcome a volunteer to help with watering if anyone is interested.

Chair Hodgson asked Ms. Muladore for an update on how GIS data can be incorporated. She is working with the City's GIS Coordinator on this and will continue. The Commission agreed that data collected should be useful rather than just collected for the sake of collection.

New Business

Chair Hodgson asked Mr. Polakowski about his concerns on Park Avenue with Lake Michigan Beach Park. He is concerned there is a too much parking on the lawn and wondered if we can direct this better. Mr. Heydlauff reminded the Commission of the long-standing goal of constructing a non-motorized pathway and other landscaping improvements along the area. The Commission discussed how the problem might be solved in the short-run.

Motion by Levy, second by Polakowski to place "Please don't park on the grass at Lake Michigan Beach Park" signs along Park Avenue. **Motion carried.**

Mr. Pawlicki discussed a fencing solution to ward off buck rub from newly planted trees. Mr. Elliott will follow-up on this and consider alternatives as well.

Chair Hodgson discussed the north shore area of the Pine River Channel where there have been some concerns about trees dying and what future vegetation could be there. There is some suggestion of whether goats could be used to manage the low-level vegetation with the potential of low-level bushes

for the holding of sediment. Chair Hodgson asked everyone to review the area and bring their thoughts to the next meeting. Mr. Levy suggested the Commission review the public spaces on the south side of the channel also, especially Water Tower Park.

Chair Hodgson discussed the regularity of meetings and the desire to make them more predictably scheduled.

Motion by Levy, second by Polakowski to have regular meetings of the Commission on the Second Thursday of each month at 11am. **Motion carried.**

Ms. Muladore discussed a request from Charlevoix Eye Center about removing a tree. The Commission agreed by consensus for Mr. Elliott to discuss this with the building owner and return to the next meeting with a plan. The Commission did not want to overly complicate the situation but felt the request was reasonable.

There was no public comment.

The Chair adjourned the meeting at 12:05pm.

City of Charlevoix
Historic District Commission Meeting
Friday, July 24, 2020

Lindsey Dotson, Substitute Chair, called the meeting to order at 11:00 am.

1) Roll Call

Present: Mary Adams, Kay Heise, Carol Kranz, (Paul Weston via ZOOM)

Representing the City of Charlevoix: Lindsey Dotson, Executive Director, Downtown Development Authority (DDA)

Absent: David Miles, Vicki Voisin

2) Zoom access was made available.

3) Approval of Agenda: A quorum was present, and the agenda was accepted by unanimous agreement.

4) Inquiry Regarding Conflicts of Interest: none

5) Approval of Minutes: The minutes of the January 24, 2020 meeting were accepted by unanimous agreement.

6) Old Business

a. Certified Local Government (CLG)

Lindsey Dotson confirmed that the state has granted us the CLG designation, making grant monies available.

b. Design Guidelines

The guidelines will be sent to the Planning Commission by Dotson.

c. Underbrush cleanup on Park Avenue

Mary Adams talked with Pat Elliot, Public Works Superintendent, who said he needs Council approval to begin underbrush cleanup. Dotson will follow up.

7) New Business

a. HDC Vacancy Recruitment

Dotson announced the end of John Campbell's term and the impending retirement of Vicki Voisin, creating two vacancies on the Commission. Current members were asked to offer suggestions.

b. CLG Grant

Motion made by Carol Kranz, seconded by Mary Adams, to prepare two grant applications by September 1, 2020 for application deadline of October 1, 2020 to fund the nomination process for the Van Pelt and Bridge Street Historic Districts and to fund purchase of signage for the Earl Young Historic District. Motion passed by unanimous consent. Dotson will prepare the forms.

c. Kay Heise, Secretary, was asked to send letters to John Campbell, thanking him for his service to the Commission, and to Bo Boss, thanking him for the work watering and caring for the spectacular petunia baskets.*

8) Request for Future Agenda Items

9) Adjournment: Meeting was adjourned at 11:30 am.

Next Meeting: August 28, 2020

Submitted by: Kay Heise

*Letters attached

CHARLEVOIX CITY COUNCIL

Reports and Communications

TITLE: Mayor and Council Comments

DATE: September 8, 2020