

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, February 7, 2022 – 6:00 p.m.
210 State Street, Charlevoix, MI 49720

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

1. Pledge of Allegiance

2. Roll Call

Deputy Mayor: Aaron Hagen
Members Present: Richard Spring, Janet Kalbfell, Greg Bryan
Members Absent: Phil Parr, Mark Knapp, Mayor Luther Kurtz
City Manager: Mark L. Heydlauff
City Clerk: Sarah J. Dvoracek

3. Presentations

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

- A. 2022 Poverty Exemption Policy and Guidelines
- B. City Council Meeting Minutes—January 17, 2022
- C. Keep Charlevoix Beautiful Flower Basket Maintenance Agreement in the amount of \$10,000 for the 2022 planting season
- D. Renew (Annual) Agreement for Short Term Rental Registration Processing Subscription with Granicus in the amount of \$13,343.97 for period of 03/01/2022 – 02/28/2023
- E. Planning Commission Resignation-David Gray
- F. Accounts Payable and Payroll Check Registers
 - a. Regular Accounts Payable Check Register—February 8, 2022 (\$145,206.05)
 - b. Payroll Check Registers—January 21, 2022 & February 4, 2022 (\$231,497.85)
 - c. Payroll Transmittals—January 21, 2022 & February 4, 2022 (\$10,479.87)
 - d. Tax Disbursement—February 8, 2022 (\$453,349.25)
 - e. Special Accounts Payables—January 20, 2022 & February 1, 2022 (\$120,898.76)
 - f. ACH Payments—January 18, 2022 – February 4, 2022 (\$504,701.38)
- G. City Hall Generator Repair—Approval of the proposal from Cummins Sales and Service in the amount of \$7,665.16 to repair the City Hall Generator

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

Yeas: Spring, Hagen, Kalbfell, Bryan

Nays: None

Absent: Parr, Knapp

6. Public Hearings & Actions Requiring Public Hearings

7. All Other Actions & Requests

8. Reports & Communications

A. Public Comments

- Dr. Jeff Porter stated he was concerned about a recent article in the Courier Newspaper regarding one of the council member's spouses and questioned the council member's involvement.

B. City Manager Comments

- City Manager Heydlauff stated he provided council a copy of the Charlevoix Recreation Authority's adopted budget for August 2021 through June 30, 2022 which was approved by the Recreation Authority Board of Directors at the public hearing held on January 24, 2022.
- City Manager Heydlauff thanked Sarah Van Horn for her advocacy and working with Senator Stabenow and Senator Peters on funding for the repairs for the walkway along the channel.

C. Mayor & Council Comments

- Council Member Bryan requested the dog park entrance be cleared of snow.

9. Other Council Business

10. Adjourn

Deputy Mayor Hagen adjourned the meeting at 6:06 p.m.

Special Accounts Payables – 01/20/2022 & 02/01/2022

AT&T	1,570.00	VSP INSURANCE CO. (CT)	548.43
AT&T MOBILITY	757.90	WEX BANK	8,226.98
CHARLEVOIX STATE BANK	11,879.71	CHARLEVOIX STATE BANK	390.19
CHARTER COMMUNICATIONS	726.16	WOLVERINE POWER SYSTEMS	44,300.00
DELTA DENTAL	3,404.63		
EQUITABLE FINANCIAL LIFE INSURANCE	1,192.37	TOTAL	120,898.76
GREAT LAKES ENERGY	365.65		
PRIORITY HEALTH	44,504.81		
RANGE TELECOMMUNICATIONS	191.00		
STANDARD INSURANCE CO	2,638.64		
TELNET WORLDWIDE	202.29		

Regular Accounts Payable – 02/08/2022

AIRGAS USA LLC	164.46	KASSBOHRER ALL TERRAIN VEHICLES	471.91
AMAZON CAPITAL SERVICES	613.65	KAUFFMAN'S FURNITURE	1,900.00
ANDERSON, ELIZABETH A.	50.00	KIWANIS CLUB OF CHARLEVOIX	40.00
ANZELL, BETH A.	50.00	KLOOSTER, ALIDA K.	50.00
APWA MEMBERSHIP	420.00	KNORR, KENT J.	50.00
AT YOUR SERVICE PLUS INC	340.00	KSS ENTERPRISES	366.17
AVFUEL CORPORATION	520.00	LITTLE TRAVERSE DISPOSAL LLC	1,750.00
BD ELECTRICAL INC	6,145.00	MALPELI, CAMILLE	40.00
BECKETT & RAEDER	905.00	MATTS LLC	4,308.75
BELL EQUIPMENT COMPANY	2,331.58	MCDERMOTT, DENNIS J.	50.00
BILL'S FARM MARKET	2,461.60	MCGINN, KELLY A.	50.00
BITELY, KATHERINE A.	111.63	MILLER, WILLIAM S.	50.00
BOSS, BEAU	120.00	MYNORTH MEDIA	700.00
BRADFORD MASTER DRYCLEANERS	48.75	NAVIA BENEFIT SOLUTIONS	50.00
CARQUEST OF CHARLEVOIX	1,668.95	NORTHERN PUMP SERVICE INC	5,824.32
CENTRAL DRUG STORE	99.92	OLSON BZDOK & HOWARD	1,426.00
CHARLEVOIX CONVENTION &	7,500.00	OMS COMPLIANCE SERVICES INC	317.00
CHARLEVOIX COUNTY TREASURER	330.13	PAUL'S METER TESTING LLC	4,607.15
CHARLEVOIX SCREEN MASTERS INC	35.00	PENINSULA FIBER NETWORK LLC	470.00
CHARLEVOIX TOWNSHIP TREASURER	27.66	PERFORMANCE ENGINEERS INC	2,125.00
CHARLEVOIX VENETIAN FESTIVAL	5,000.00	POWER LINE SUPPLY	1,207.41
CINTAS CORPORATION	112.86	POWER SYSTEM ENGINEERING INC	2,689.50
CIVICPLUS	3,307.50	POWERPLAN	1,020.81
CONWAY PROFESSIONAL SERVICES	2,205.00	PREIN & NEWHOF	4,055.29
DEROSIA, PATRICIA E.	50.00	R B LYONS INC	7,470.00
DOAN, GERARD P.	50.00	RESOLUTION G2 LLC	5,853.65
DOTSON, LINDSEY J.	50.00	ROBINSON'S LANDSCAPING & NURSERY	665.00
DROST LANDSCAPE	4,375.00	ROTARY CLUB OF CHARLEVOIX	37.50
DVORACEK, SARAH	50.00	SCHOLEY, ROBERT W.	50.00
EDWARDS, EMILY	16.00	SIGMA-ALDRICH INC	322.70
ELLIOTT, PATRICK M.	50.00	SMOKE ON THE WATER	25,000.00
ELLSWORTH FARMERS EXCHANGE	2,864.32	SPARTAN STORES LLC	25.06
ESRI	6,100.00	STANDARD ELECTRIC COMPANY INC	757.69
F.H. BLACK & COMPANY INCORPORATED	787.50	STATE OF MICHIGAN	190.00
FASTENAL COMPANY	366.85	TRUCK & TRAILER SPECIALTIES	1,625.57
GFL ENVIRONMENTAL	215.90	UNIFIRST CORPORATION	776.79
GRAINGER	1,529.34	UNIVERSAL CREDIT SERVICES INC	80.00
GRAND TRAVERSE GARAGE DOOR CO	171.29	UP NORTH ASSESSING INC	5,200.00
GRAND TRAVERSE MOBILE COM	2,255.63	USA BLUE BOOK	2,606.81
GREAT LAKES ELEVATOR LLC	2,400.00	VILLAGE GRAPHICS INC	104.05
GRIFFITH, JOHN J	169.84	WORK 'N PLAY SHOP	221.92
GRP ENGINEERING INC	1,565.00	WURST, RANDALL W.	50.00
HACH COMPANY	379.54	WYMAN, MATTHEW A.	50.00
HERZOG ELECTRIC	399.23	YOUNG, KRISTEN L.	50.00
HEYDLAUFF, MARK L.	448.50		
HILLING, NICHOLAS A.	50.00	TOTAL	145,206.05
IDEXX DISTRIBUTION INC	1,537.37		

ACH Payments – 01/18/2022 to 02/04/2022

MI PUBLIC POWER AGENCY	13,902.81	MI PUBLIC POWER AGENCY	10,851.35
MICHIGAN MUNICIPAL ELECTRIC	9,377.00	IRS (PAYROLL TAX DEPOSIT)	35,971.10
IRS (PAYROLL TAX DEPOSIT)	50,147.51	ALERUS FINANCIAL (HCSP)	350.00
ALERUS FINANCIAL (HCSP)	350.00	STATE OF MI (W/H TAX)	5,274.65
STATE OF MI (W/H TAX)	7,246.96	VANTAGEPOINT (401 PLAN)	957.68
VANTAGEPOINT (401 PLAN)	957.68	VANTAGEPOINT (457 PLAN)	19,776.02
VANTAGEPOINT (457 PLAN)	19,563.45	VANTAGEPOINT (ROTH IRA)	1,080.76
VANTAGEPOINT (ROTH IRA)	1,080.76		
MERS (DEFINED BENEFIT PLAN)	53,184.73	TOTAL	504,701.38
MI PUBLIC POWER AGENCY	6,617.75		
MI PUBLIC POWER AGENCY	268,011.17		

Payroll Net Pay – Check Dates 01/22/2022 & 02/04/2022

HEYDLAUFF, MARK L.	3,069.50	EATON, BRAD A.	874.89
DVORACEK, SARAH J.	2,244.03	WHITLEY, ANDREW T.	2,494.95
DEROSIA, PATRICIA E.	988.02	ELLIOTT, PATRICK M.	1,653.27
DOTSON, LINDSEY J.	1,386.42	MORRISON, KEVIN P.	1,543.12
KLOOSTER, ALIDA K.	1,795.97	MORRISON, KEVIN P.	525.31
GOLOVICH, KAREN J.	938.14	BRADLEY, KELLY R.	1,216.58
BARNEVELD, RICHELLE L.	1,224.04	FARRELL, MITCHELL L.	869.63
SCHULZ, GINNY L.	1,546.47	KNORR, KENT J.	1,088.65
MILLER, FAITH G.	38.17	BOSS JR, DALE E.	1,296.79
MCGINN, KELLY A.	1,690.69	MCDERMOTT, DENNIS J.	370.02
DOAN, GERARD P.	2,432.49	MATTER, DAWSON K.	249.09
SCHOLEY, ROBERT W.	1,616.30	HOLM, ARTHUR R.	1,263.77
UMULIS, MATTHEW T.	1,251.51	WILLSON, BRENDA R.	45.28
ORBAN, BARBARA K.	1,550.20	WYMAN, MATTHEW A.	1,224.84
RILEY, DENISE M.	375.53	DOUGLAS, MARK	675.61
MUNK, CHRISTOPHER J.	1,349.52	HEYDLAUFF, MARK L.	3,357.94
SCHICK, TIELER R.	1,681.73	DVORACEK, SARAH J.	2,244.03
STEWART, MORGAN J.	1,346.17	DEROSIA, PATRICIA E.	952.18
YOUNG, KRISTEN L.	1,438.27	DOTSON, LINDSEY J.	1,386.42
WURST, RANDALL W.	1,890.10	KLOOSTER, ALIDA K.	2,198.52
HILLING, NICHOLAS A.	1,538.30	GOLOVICH, KAREN J.	784.79
MEIER III, CHARLES A.	1,415.34	BARNEVELD, RICHELLE L.	1,224.04
ZACHARIAS, STEVEN B.	1,469.64	SCHULZ, GINNY L.	1,464.52
NEWMAN, MARK J.	1,483.25	MILLER, FAITH G.	25.46
LOUGHMILLER, JOHN A.	1,796.04	MCGINN, KELLY A.	2,154.13
GRIFFITH, JOHN J.	2,998.09	DOAN, GERARD P.	2,432.49
EATON, BRAD A.	2,418.46	SCHOLEY, ROBERT W.	1,599.89
WILSON, TIMOTHY J.	2,768.06	UMULIS, MATTHEW T.	1,396.90
LAVOIE, RICHARD L.	2,145.75	ORBAN, BARBARA K.	1,123.48
STEVENS, BRANDON C.	2,501.36	RILEY, DENISE M.	370.75
DRAVES, MARTIN J.	2,390.87	MUNK, CHRISTOPHER J.	1,261.22
ANDERSON, ELIZABETH A.	1,338.42	SCHICK, TIELER R.	1,361.75
KENWABIKISE, DAVID L.	1,184.64	STEWART, MORGAN J.	1,512.51
ELLIOTT, PATRICK M.	3,083.00	YOUNG, KRISTEN L.	1,867.26
SCHWARTZFISHER, JOSEPH	1,155.15	WURST, RANDALL W.	1,431.60
BRADLEY, KELLY R.	1,537.64	HILLING, NICHOLAS A.	2,226.69
HART II, DELBERT W.	1,805.81	MEIER III, CHARLES A.	1,745.87
JONES, ROBERT F.	1,315.68	ZACHARIAS, STEVEN B.	1,469.64
FARRELL, MITCHELL L.	1,400.64	NEWMAN, MARK J.	1,390.89
THORP JR, WILLIAM D.	1,592.74	LOUGHMILLER, JOHN A.	1,702.84
LEITNER, RYAN S.	1,634.20	GRIFFITH, JOHN J.	2,998.09
FERGUSON, ROYCE L.	1,461.19	EATON, BRAD A.	3,284.29
KNORR, KENT J.	2,026.00	WILSON, TIMOTHY J.	3,173.81
ANZELL, BETH A.	1,367.26	LAVOIE, RICHARD L.	2,145.74
BOSS, SHERRY M.	178.01	STEVENS, BRANDON C.	2,916.27
DOE-NIMPHIE, SETH K.	56.62	DRAVES, MARTIN J.	2,378.56
PORATH, JACOB P.	186.50	ANDERSON, ELIZABETH A.	1,338.42
HAGEN, MADISON L.	598.39	KENWABIKISE, DAVID L.	1,184.64
KUPPE II, KENNETH N.	227.96	ELLIOTT, PATRICK M.	3,083.00
BERTINELLI, DAVID P.	330.24	SCHWARTZFISHER, JOSEPH	1,536.07
JOY, ANNE E.	428.61	BRADLEY, KELLY R.	1,481.29
MATTACK, JEFFREY C.	821.62	HART II, DELBERT W.	1,807.28
HILLIGAN, ABIGAIL B.	254.76	JONES, ROBERT F.	1,869.29
PEARSALL, KRISTA M.	44.04	FARRELL, MITCHELL L.	1,425.95
WELLS, JANINNA J.	45.28	THORP JR, WILLIAM D.	1,653.77
BOSS, BEAU J.	1,537.64	LEITNER, RYAN S.	1,863.02
BEMIS, GARRETTSON G.	405.02	FERGUSON, ROYCE L.	2,003.43
COFFEY, JASON J.	702.91	KNORR, KENT J.	2,026.00
WYMAN, MATTHEW A.	1,809.69	ANZELL, BETH A.	1,367.26
MILLER, WILLIAM S.	1,000.98	BOSS, SHERRY M.	234.62
DOUGLAS, MARK	1,018.31	DOE-NIMPHIE, SETH K.	217.48
MCCRANEY, RUSSELL R.	1,055.46	PORATH, JACOB P.	245.95
FRATRICK, JOSEPH W.	527.59	HAGEN, MADISON L.	359.03
PAALMAN, STEPHEN J.	179.72	KUPPE II, KENNETH N.	321.68
HEYDLAUFF, MARK L.	2,038.15	BERTINELLI, DAVID P.	377.42
KLOOSTER, ALIDA K.	3,846.04	JOY, ANNE E.	576.05
MCGINN, KELLY A.	1,186.71	MATTACK, JEFFREY C.	457.77
DOAN, GERARD P.	3,847.41	HILLIGAN, ABIGAIL B.	484.95
ORBAN, BARBARA K.	794.10	PEARSALL, KRISTA M.	44.04
MUNK, CHRISTOPHER J.	693.55	WELLS, JANINNA J.	45.28
YOUNG, KRISTEN L.	170.44	BOSS, BEAU J.	1,537.64
WURST, RANDALL W.	7,367.43	BEMIS, GARRETTSON G.	490.97
HILLING, NICHOLAS A.	5,959.81	COFFEY, JASON J.	953.52
MEIER III, CHARLES A.	5,536.24	WYMAN, MATTHEW A.	1,809.69
ZACHARIAS, STEVEN B.	1,046.02	MILLER, WILLIAM S.	1,461.55
NEWMAN, MARK J.	957.98	DOUGLAS, MARK	1,018.31

MCCRANEY, RUSSELL R.	1,046.14	HOLM, ARTHUR R.	1,263.77
FRATRICK, JOSEPH W.	566.60	WILLSON, BRENDA R.	181.16
PAALMAN, STEPHEN J.	259.01		
WHITLEY, ANDREW T.	2,254.08	TOTAL	231,497.85
MORRISON, KEVIN P.	1,484.13		
BOSS JR, DALE E.	1,296.79		
MCDERMOTT, DENNIS J.	158.58		
MATTER, DAWSON K.	203.82		

Payroll Transmittals – 01/21/2022 & 02/04/2022

4FRONT CREDIT UNION	885.00	CAL STATE DISBURSEMENT UNIT	92.19
AMERICAN FAMILY LIFE	521.59	CHARLEVOIX STATE BANK	915.00
CAL STATE DISBURSEMENT UNIT	92.19	COMMUNICATION WORKERS OF AMER	692.41
CHARLEVOIX STATE BANK	915.00	EQUITABLE FINANCIAL LIFE INSURANCE	386.22
COMMUNICATION WORKERS OF AMER	692.41	MI STATE DISBURSEMENT UNIT	116.55
EQUITABLE FINANCIAL LIFE INSURANCE	386.22	POLICE OFFICERS LABOR COUNCIL	251.25
MI STATE DISBURSEMENT UNIT	116.55	PRIORITY HEALTH	1,505.35
PRIORITY HEALTH	1,505.35		
4FRONT CREDIT UNION	885.00	TOTAL	10,479.87
AMERICAN FAMILY LIFE	521.59		

Tax Disbursement – 02/08/2022

CHARLEVOIX COUNTY TREASURER	100.06	CHARLEVOIX-EMMET ISD	152,854.75
CHARLEVOIX COUNTY TREASURER	91,140.61	CITY OF CHARLEVOIX - TAXES DUE	58,292.47
CHARLEVOIX DISTRICT LIBRARY	64,383.82	LAKE CHARLEVOIX EMS AUTHORITY	56,742.14
CHARLEVOIX PUBLIC SCHOOLS	12,066.37	RECREATIONAL AUTHORITY	12,443.94
CHARLEVOIX PUBLIC SCHOOLS	1,552.35		
CHARLEVOIX PUBLIC SCHOOLS	2,719.43	TOTAL	453,349.25
CHARLEVOIX PUBLIC SCHOOLS	482.31		
CHARLEVOIX PUBLIC SCHOOLS	571.00		