

City of Charlevoix
City Council Regular Meeting minutes
Monday, September 19, 2022 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Pledge of Allegiance

The meeting was called to order at 6:00 p.m. by Mayor Kurtz. The Council, staff, and members of the public rose and recited the Pledge of Allegiance.

2. Roll Call

Mayor: Luther Kurtz

Members Present: Aaron Hagen, Janet Kalbfell, Mark Knapp, Phil Parr, Richard Spring

Members Absent: Greg Bryan

Acting City Gerard Doan, Chief of Police

Manager:

City Clerk: Sarah J. Dvoracek

3. Presentations

A. Mayoral Proclamation-Constitution Week September 17-23

Luther Kurtz-Mayor

Mayor Kurtz proclaimed September 17-23 as Constitution Week in remembrance of the drafting of the Constitution of the United States of America.

B. Mayoral Proclamation-October 2022 as Domestic Abuse Awareness Month

Luther Kurtz-Mayor

Mayor Kurtz proclaimed October as Domestic Abuse Awareness Month.

C. Introduction to Pickleball

Kris Way

Mr. Dave Gallinat, Local Pickleball Ambassador, provided Council with a PowerPoint Presentation that included an introduction to pickleball including statistics and pictures of local pickleball courts. The presentation included recommendations for the City and approximate costs involved in converting tennis courts to pickleball courts.

Mayor Kurtz opened the item for public comment; four were in favor.

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

Mayor Kurtz opened the item for public comment, none were heard.

Motion by Parr, seconded by Spring to approve the Consent Agenda as presented.

Yeas: Hagen, Kalbfell, Knapp, Parr, Spring

Nays: None

Absent: Bryan

Motion carried.

A. City Council Meeting Minutes - September 6, 2022

Motion to approve the minutes as presented.

B. Accounts Payable and Payroll Check Registers

Motion to approve the accounts payable and payroll check registers as presented.

Dates	Description	Amount
09/16/2022	Payroll Transmittal Checks	\$5,418.74
09/16/2022	Payroll (net pay)	\$113,568.35
09/20/2022	Regular Accounts Payable	\$256,735.49
09/06/2022-09/16/2022	ACH/WIRE Payments	\$134,291.27
Grand Total		\$510,013.85
To view the entire accounts payable and payroll check registers, please Click here.		

C. City Band Support for Public Entertainment

Motion to approve \$5,000 for the Charlevoix City Band for the provision of free, public entertainment for the benefit of the community.

D. Biosolids Land Application Contract

Motion to award the Biosolids Hauling and Land Application contract to Biotech Agronomics for 2022, 2023 and 2024 per their proposal pricing.

6. Public Hearings and Actions Requiring Public Hearings

A. Public Hearing: Update Floodplain Maps Ordinance

Janet Koch, Zoning Administrator

Mayor Kurtz opened the public hearing at 6:30 p.m.

Janet Koch, Zoning Administrator, provided Council with the history of the floodplain maps and the need for amending the ordinance. Ms. Koch answered questions from Council.

Mayor Kurtz opened the item for public comment, none were heard. The public hearing was closed at 6:35 p.m.

No action was taken because Council Member Bryan was absent. All Council Members must be present in order to approve an ordinance.

7. All Other Actions and Requests

A. Pavement Improvement Contract with Rieth Riley: \$238,410

Pat Elliott, Public Works Superintendent

Pat Elliott, Public Works Superintendent, stated the City budgeted \$200,000 for this paving project and then listed the proposed street locations where the paving was going to occur. The reasoning for the proposed paving locations was based on the current condition of the

pavement and the underground utilities, which are all in good condition. Requests for bids were published in August and the City received one bid from Rieth & Riley, their bid was lower than anticipated. Mr. Elliott stated he then met with the contractor and requested a quote for a section of Ance Road and the additional cost would be \$16,340 for a total project cost of \$238,410. Mr. Elliott answered questions from Council.

Mayor Kurtz opened the item for public comment, none were heard.

Motion by Kalbfell, seconded by Hagen to approve the contract with Rieth & Riley for \$238,410 and authorize the City Manager to sign all related contracts.

Motion carried by unanimous voice vote.

B. Mayoral Appointment

Luther Kurtz-Mayor

Mayor Kurtz would like to recommend Katherine Bitely to the Recreation Advisory Committee.

Mayor Kurtz opened the item for public comment, none were heard.

Motion by Hagen, seconded by Kalbfell to confirm the Mayor's appointment of Katherine Bitely to the Recreation Advisory Committee for a term to expire December 31, 2024.

Motion carried by unanimous voice vote.

8. Reports and Communications

A. Public Comment

Leah McGuire introduced herself and stated she is part of the Leadership Charlevoix County Program and her first assignment was to attend a local government meeting. Ms. McGuire thanked Council for their service to the community.

B. City Manager's Comments

C. Mayor and Council Comments

Council collectively thanked the public for attending the meeting.

9. Other Council Business

Council Member Spring asked if the Council could have an open house for the public to tour the new Public Works facility. Mayor Kurtz tentatively called a special meeting to be held on October 17, 2022 from 4 p.m.-5:45 p.m. to tour the new Public Works Building, the Council concurred.

10. Adjourn

Mayor Kurtz adjourned the meeting at 6:49 p.m.

Sarah J. Dvoracek

City Clerk

Luther Kurtz

Mayor