

City of Charlevoix
City Council Regular Meeting minutes
Monday, October 3, 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 Deputy Mayor Hagen. The Council, staff, and members of the public rose and recited the Pledge of Allegiance.

2. Roll Call

Deputy Mayor: Aaron Hagen

Members Present: Greg Bryan, Janet Kalbfell, Mark Knapp, Phil Parr, Richard Spring

Members Absent: Luther Kurtz

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

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

Motion by Parr, seconded by Kalbfell to approve the consent agenda.

Yeas: Bryan, Hagen, Kalbfell, Knapp, Parr, Spring

Nays: None

Absent: None

Motion carried.

A. City Council Meeting Minutes - September 19, 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
09/23/2022	Special Accounts Payble Run	\$21,895.89
09/30/2022	Payroll (net pay)	\$107,418.07
09/30/2022	Payroll Transmittal Checks	\$5,418.74
10/03/2022	Payroll Transmittal Checks (HSA)	\$110,050.00
10/04/2022	Regular Accounts Payable	\$373,976.45

09/19/2022-09/30/2022	ACH/WIRE Payments	\$626,989.31
09/15/2022	Special A/P Tax Disbursement	\$3,372,302.16
09/27/2022	Special A/P Tax Disbursement	\$294,092.77
10/04/2022	Tax Disbursement	\$45,632.98
Grand Total		\$4,957,776.37
To view the detailed accounts payable and payroll check registers, please Click here.		

C. Westenbroek Substation Vegetation

Motion to approve Drost Landscaping's proposal in the amount of \$14,211.49 to replace evergreen trees at the Westenbroek Substation.

D. Winter Ice Control Sand Agreement with Team Elmer's for \$22,020.00

Motion to approve the purchase of ice control sand from Team Elmer's for \$20,020 and authorize the City Manager to sign the proposal.

E. Investment Update FY 2022-23

Motion to accept the investment report as presented.

6. Public Hearings and Actions Requiring Public Hearings

A. Adopt Ordinance 833 of 2022: Update Floodplain Maps Ordinance

Mark Heydlauff, City Manager

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

Motion by Kalbfell, seconded by Spring to adopt Ordinance No. 833 of 2022.

Yeas: Bryan, Hagen, Kalbfell, Knapp, Parr, Spring

Nays: None

Absent: None

Motion carried.

7. All Other Actions and Requests

A. Short Term Rental Ordinance Discussion

Council Members Bryan

Hagen

and Knapp

City Manager Heydlauff stated he included a memo from Faith Miller, who was the code enforcer for the short term rental ordinance. The report provided a brief overview of the program including recommendations. Council discussed the pros and cons of amending the ordinance, including the amount of allowable short-term rentals and the issues with enforcement. Discussion was held regarding the short term rental bill (HB 4722) that, if passed, would make the City's current ordinance not enforceable. The history of the current short term rental ordinance was discussed in detail.

Deputy Mayor Hagen opened the item for public comment, eight were heard.

Council collectively requested other ideas about rentals and housing and how other communities are handling short-term rentals. City Manager Heydlauff stated he would do research and look at some other community trends.

Motion by Bryan, seconded by Knapp to request the City Manager draft language to increase the short term rental cap to 120 and that Council will make other changes to the ordinance as discussed.

Council Member Kalbfell asked if there was a conflict of interest regarding Council Member Bryan. Discussion was held. Deputy Mayor Hagen asked if Council Member Kalbfell would like to raise the question of conflict of interest, Council Member Kalbfell stated yes.

Deputy Mayor Hagen asked Council Member Bryan if his motion was off the table (withdrawn) and Council Member Bryan stated yes. No action was taken.

8. Reports and Communications

A. Public Comment

Bridgette Martin asked if she should call the police (regarding short-term rentals).

B. City Manager's Comments

- Thanked Shelly Ferguson, Utility Billing Clerk for her exceptional customer service skills in helping a resident understand their utility bill
- At the golf course, a new fence was replaced by hole two along Division Street
- Condolences to Greg Stevens' family

C. Mayor and Council Comments

- Council collectively thanked the public for attending
- Council Member Parr gave his condolences to the Stevens' family
- Council Member Spring thanked everyone for being civil over controversial topics
- Deputy Mayor Hagen reminded everyone about the open house at the new Public Facility Building before the next Council meeting

9. Other Council Business

10. Adjourn

Deputy Mayor Hagen adjourned the meeting at 7:25 pm.

Sarah J. Dvoracek

City Clerk

Aaron Hagen

Deputy Mayor