



Agenda
City of Charlevoix City Council Regular Meeting
Monday, November 7, 2022 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Presentations**
- 4. Inquiry Regarding Conflicts of Interest**
- 5. Consent Agenda**
 - A. City Council Meeting Minutes - October 17, 2022
 - B. Accounts Payable and Payroll Check Registers
 - C. Updated Control Systems for Water Treatment Plant: \$12,800.00
 - D. General Liability & Property Insurance 2022-23 Renewal
 - E. MPPA Energy Waste Reduction and Clean Energy Plan

 - F. Grand Traverse Band of Ottawa & Chippewa Indians Grant Application
 - G. Approval of Fuel Contract with Circle K Holiday
 - H. Low Service Pump Electrical Improvements: \$63,966.00
- 6. Public Hearings and Actions Requiring Public Hearings**
 - A. Set Public Hearing: Hold Deer Cull
Rob Scholey- Acting Police Chief
- 7. All Other Actions and Requests**
 - A. Appointment of Interim Police Chief and Future Chief Search
Mark Heydlauff, City Manager
 - B. Mayoral Appointments
Luther Kurtz- Mayor
- 8. Reports and Communications**
 - A. Public Comment

B. City Manager's Comments

C. Mayor and Council Comments

9. Other Council Business

10. Adjourn

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Clerk's Office at 231-547-3250 or by email clerk@charlevoixmi.gov. A 24-hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodations requests.

Charlevoix City Council

Consent Agenda

Title: City Council Meeting Minutes - October 17, 2022

Date: November 7, 2022

Presented By:

Background:

Recommendation:

Motion to approve the minutes as presented.

Attachments:

1. City Council Work Session Meeting Minutes October 17, 2022
2. City Council Draft Meeting Minutes October 17, 2022

City of Charlevoix
City Council Regular Meeting minutes
Monday, October 17, 2022 - 4:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Roll Call

The work session was called to order at 4:08 p.m. by Deputy Mayor Hagen.

Deputy Mayor: Aaron Hagen

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

Members Absent: Greg Bryan, Luther Kurtz

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

2. Presentations

A. Facility Tour

Pat Elliott, Public Works Superintendent, led Council Members, City Staff, and members of the public on a walking tour of the Public Works Facility. Mr. Elliott provided background of the facility efficiencies and building layout. Mr. Elliott answered questions from Council Members and members of the public.

Mayor Kurtz joined the work session at 4:23 p.m.

B. Ribbon Cutting

Mayor Kurtz read a Mayoral Proclamation honoring City Manager Heydlauff for his leadership in successfully bringing forth the fruition of the Public Works Facility. The Charlevoix Chamber of Commerce conducted an official Ribbon Cutting Ceremony celebrating the new facility.

3. Reports and Communications

A. Public Comment

Members of the public thanked City staff for the tour.

B. Mayor and Council Comments

4. Adjourn

Mayor Kurtz adjourned the work session at 5:12 p.m.

Sarah J. Dvoracek

City Clerk

City of Charlevoix
City Council Regular Meeting minutes
Monday, October 17, 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

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

A. Mayoral Proclamation Honoring the Life and Work of Gregory Stevens

Mayor Luther Kurtz

Mayor Kurtz read a Mayoral Proclamation Honoring the Life and Work of Gregory Stevens.

B. Mayoral Proclamation Honoring the Life and Work of Ron Archey

Mayor Luther Kurtz

Mayor Kurtz read a Mayoral Proclamation Honoring the Life and Work of Ron Archey.

C. Mayoral Proclamation Recognizing Chamber of Commerce Week

Mayor Kurtz read a Mayoral Proclamation recognizing Chamber of Commerce Week.

D. 2021-22 Fiscal Year Financial Audit Presentation

Annette Eustice-CPA-Rehmann

Annette Eustice, CPA from Rehmann presented Council with an overview of the 2021-22 Fiscal Year Audit. Ms Eustice answered questions from Council Members.

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 as presented.

Yeas: Hagen, Kalbfell, Knapp, Parr, Spring

Nays: None

Absent: Bryan

Motion carried.

A. City Council Meeting Minutes - October 3, 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
09/30/2022	Special Accounts Payable Run	\$48,597.49
10/14/2022	Payroll (net pay)	\$111,235.64
10/14/2022	Payroll Transmittal Checks	\$6,058.35
10/18/2022	Regular Accounts Payable	\$280,790.45
10/03/2022-10/14/2022	ACH/WIRE Payments	\$108,262.40
Grand Total		\$554,944.33
To view the entire accounts payable and payroll check registers, please Click here.		

C. Accept 2021-22 Fiscal Year Financial Audit

Motion to accept the 2021-22 Fiscal Year Financial Audit as presented.

D. Approve Tree Planting Bid for \$20,380.00

Motion to approve the bid for tree planting for \$20,380.00 (from Louis A. Hoffman Nursery) and authorize the City Manager to sign any related documents.

E. Approve Bridge Park Lift Station Slide Gate Repair and Bypass Improvements Engineering: \$17,500

Motion to approve the proposal from Prein&Newhof for Bridge Park Lift Station Slide Gate Repair and Bypass Improvements in the amount of \$17,500 and authorize the City Manager to sign all necessary documents.

F. Approve GOAB Switches for \$11,609.12

John Griffith, Electric Department Director

Motion to approve the purchase of two (2) Eaton Group Operated Disconnect Switches (GOAB) and one (1) interrupter assembly for a total amount of \$11,609.12 (from Power Line Supply Company).

G. Approve Electric Three Year Line Clearance Contract with Asplundh: up to \$300,000 over three years

Motion to approve the bid from Asplundh Tree Experts, LLC, for line clearance operations in fiscal years 2022-2023 through 2024-2025 as presented (up to \$300,000 over three years).

6. Public Hearings and Actions Requiring Public Hearings

A. Set Public Hearing: Signs in Bridge Park (Ordinance 834)

Mark Heydlauff, City Manager

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

Motion by Parr, seconded by Kalbfell to set a Public Hearing for Monday, November 21, 2022 at 6pm in the Council Chambers of City Hall to consider Ordinance 834 of 2022 to amend the Sign Ordinance.

Motion carried by unanimous voice vote.

B. Set Public Hearing: Building Type Combined Changes (Ordinance 835)

Mark Heydlauff, City Manager

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

Motion by Spring, seconded by Hagen to set a Public Hearing for Monday, November 21, 2022 at 6pm in the Council Chambers of City Hall to consider Ordinance 835 of 2022 to amend the Zoning Ordinance.

Motion carried by unanimous voice vote.

7. All Other Actions and Requests

A. Accept the Resignation of Greg Bryan, Third Ward Council Member

Mark Heydlauff, City Manager

Mayor Kurtz opened the item for public comment, one was heard.

Motion by Hagen, seconded by Parr to accept the resignation of Greg Bryan as Council Member from the Third Ward with immediate effect.

Motion carried by unanimous voice vote.

B. Proposed Donation: Improve Channel "Welcome" Sign with pavers and plantings

Steven Anderson

Steven Anderson explained his proposed donation, which included adding pavers at the base of the Welcome to Charevoix sign along the Channel to fulfill his Eagle Scout badge. Mr. Anderson explained the project in detail and answered questions from Council.

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

Motion by Hagen, seconded by Spring to approve the project as presented with final review by City Staff as directed.

Motion carried by unanimous voice vote.

C. City Marina 2023 Fee Recommendations

Kent Knorr, Recreation Director

Kent Knorr, Recreation Director, provided Council with the 2023 City Marina Fee Recommendations. The proposed fees also included the development of an extended stay program. Mr. Knorr stated that the City Staff had conducted a study of the occupancy rates and determined that the Marina could increase occupancy during the shoulder seasons. Mr. Knorr explained the proposed extended stay program and answered questions from the Council.

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

Motion by Hagen, seconded by Knapp to approve the development of the 45-day extended slip program as presented.

Motion carried by unanimous voice vote.

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

Motion by Parr, seconded by Kalbfell to approve the 2023 Marina Fees as presented.

Motion carried by unanimous voice vote.

D. Discussion of Short Term Rental Ordinance

Mark Heydlauff, City Manager
Council did not discuss this item.

Mayor Kurtz opened the item for public comment, one was heard.

8. Reports and Communications

A. Public Comment

B. City Manager's Comments

- Last week the Golf Course exceeded \$150,000 in revenue to date
- Recognized Mr. Knorr and his team for their great work
- There will be a Halloween Candlelit Hike at McSaubia on October 22 from 6pm-8pm
- Thanked Don Swem, Retired Electric Department Director, for his contributions to the new Public Works Facility
- Recognized Linda Weller, Retired Executive Assistant, for attending the Council meeting

C. Mayor and Council Comments

- Council collectively thanked City Staff for all their hard work and thanked everyone for attending the tour of the Public Works Facility
- Council Member Spring thanked the Electric Department, especially Mark, Marty and Brandon for their excellent customer service
- Council Member Kalbfell stated that the Commission on Aging's Snow Removal Program is now available and any interested senior should contact the Commission for details

9. Other Council Business

Council Member Hagen requested the discussion of the vacancy of the Third Ward Council Member be added to other Council business.

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

Motion by Hagen, seconded by Parr to appoint Shane Cole to fulfill the Third Ward Council Member vacancy for a term ending in November 2023.

Motion carried by unanimous voice vote.

10. Adjourn

Mayor Kurtz adjourned the meeting at 7:00 p.m.

Sarah J. Dvoracek

City Clerk

Luther Kurtz

Mayor

Charlevoix City Council

Consent Agenda

Title: Accounts Payable and Payroll Check Registers

Date: November 7, 2022

Presented By:

Background:

Recommendation:

Motion to approve the Accounts Payable and Payroll Check Registers as presented.

Attachments:

1. Check Registers 11-07-22 Agenda

Check Number	Payee	Amount
10/20/2022		
137972	AT&T	1,538.40
137973	AT&T MOBILITY	761.90
137974	CHARLEVOIX STATE BANK	6,284.15
137975	CHARTER COMMUNICATIONS OPERA	747.21
137976	DELTA DENTAL	3,256.47
137977	GREAT LAKES ENERGY	248.20
137978	PRIORITY HEALTH	47,945.07
137979	RANGE TELECOMMUNICATIONS	223.50
137980	VSP INSURANCE CO. (CT)	506.64
137981	WEX BANK	8,653.16
Total 10/20/2022:		70,164.70
Grand Totals:		70,164.70

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

10/20/22 Special Accounts Payable Run	\$ 70,164.70
10/28/22 Payroll (net pay)	\$ 108,787.26
10/28/22 Payroll Transmittal Checks	\$ 5,715.48
10/31/22 Special Accounts Payable Run	\$ 8,151.99
11/08/22 Regular Accounts Payable	\$ 330,212.77
Checks Sub-Total:	\$ 523,032.20

HUNTINGTON NATIONAL BANK - ACH/WIRE PAYMENTS

10/17/22 MI Public Power Agency	\$ 22,999.94
10/20/22 Enterprise FM Trust (fleet lease)	\$ 1,916.16
10/25/22 MI Public Power Agency	\$ 318,369.69
10/28/22 IRS (Payroll Tax Deposit)	\$ 39,976.82
10/28/22 Alerus Financial (HCSP)	\$ 350.00
10/28/22 Vantagepoint (401 Plan)	\$ 1,062.00
10/28/22 Vantagepoint (457 Plan)	\$ 19,971.82
10/28/22 Vantagepoint (Roth IRA)	\$ 1,055.76
10/28/22 State of MI (Withholding Tax)	\$ 5,888.27
10/28/22 MERS (Defined Benefit Plan)	\$ 55,183.28

ACH Sub-Total: \$ 466,773.74

Huntington National Bank Total: \$ 989,805.94

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

10/13/22 Special A/P Tax Disbursement	\$ 69,200.41
10/27/22 Special A/P Tax Disbursement	\$ 51,739.25
Charlevoix State Bank Total:	\$ 120,939.66

Grand Total: \$ 1,110,745.60

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
10/22/2022	PC	10/28/2022	36308	BRYAN JR, GREGORY T.	59		111.61
10/22/2022	PC	10/28/2022	36309	HEYDLAUFF, MARK L.	102		3,372.53
10/22/2022	PC	10/28/2022	36310	DVORACEK, SARAH J.	105		2,280.63
10/22/2022	PC	10/28/2022	36311	DEROSIA, PATRICIA E.	107		966.27
10/22/2022	PC	10/28/2022	36312	DOTSON, LINDSEY J.	109		1,417.18
10/22/2022	PC	10/28/2022	36313	KLOOSTER, ALIDA K.	121		1,844.19
10/22/2022	PC	10/28/2022	36314	BARNEVELD, RICHELLE	123		1,247.23
10/22/2022	PC	10/28/2022	36315	SCHULZ, GINNY L.	125		1,471.66
10/22/2022	PC	10/28/2022	36316	BRADLEY, KATHLEEN R.	126		1,244.69
10/22/2022	PC	10/28/2022	36317	MILLER, FAITH G.	142		51.33
10/22/2022	PC	10/28/2022	36318	MCGINN, KELLY A.	146		2,327.70
10/22/2022	PC	10/28/2022	36319	DOAN, GERARD P.	201		2,511.52
10/22/2022	PC	10/28/2022	36320	SCHOLEY, ROBERT W.	204		1,948.78
10/22/2022	PC	10/28/2022	36321	UMULIS, MATTHEW T.	205		1,337.07
10/22/2022	PC	10/28/2022	36322	ORBAN, BARBARA K.	209		1,597.01
10/22/2022	PC	10/28/2022	36323	RILEY, DENISE M.	213		561.72
10/22/2022	PC	10/28/2022	36324	MUNK, CHRISTOPHER J.	215		1,808.33
10/22/2022	PC	10/28/2022	36325	SCHICK, TIELER R.	216		1,519.72
10/22/2022	PC	10/28/2022	36326	STEWART, MORGAN J.	217		1,448.14
10/22/2022	PC	10/28/2022	36327	YOUNG, KRISTEN L.	230		1,480.54
10/22/2022	PC	10/28/2022	36328	BINGHAM, LARRY E.	240		543.81
10/22/2022	PC	10/28/2022	36329	WESTRICK, AARON J.	246		505.13
10/22/2022	PC	10/28/2022	36330	FERUCCI, ENZO C.	248		449.69
10/22/2022	PC	10/28/2022	36331	WURST, RANDALL W.	411		1,372.42
10/22/2022	PC	10/28/2022	36332	HILLING, NICHOLAS A.	413		1,535.32
10/22/2022	PC	10/28/2022	36333	MEIER III, CHARLES A.	421		1,689.03
10/22/2022	PC	10/28/2022	36334	ZACHARIAS, STEVEN B.	422		1,902.03
10/22/2022	PC	10/28/2022	36335	NEWMAN, MARK J.	424		1,674.48
10/22/2022	PC	10/28/2022	36336	LOUGHMILLER, JOHN A.	425		1,548.84
10/22/2022	PC	10/28/2022	36337	GRIFFITH, JOHN J.	500		2,873.63
10/22/2022	PC	10/28/2022	36338	EATON, BRAD A.	515		2,614.62
10/22/2022	PC	10/28/2022	36339	WILSON, TIMOTHY J.	516		2,893.67
10/22/2022	PC	10/28/2022	36340	LAVOIE, RICHARD L.	519		2,464.66
10/22/2022	PC	10/28/2022	36341	STEVENS, BRANDON C.	521		2,599.88
10/22/2022	PC	10/28/2022	36342	WHITLEY, ANDREW T.	522		2,619.53
10/22/2022	PC	10/28/2022	36343	DRAVES, MARTIN J.	523		3,214.82
10/22/2022	PC	10/28/2022	36344	FARRELL, MITCHELL L.	524		2,484.42
10/22/2022	PC	10/28/2022	36345	ANDERSON, ELIZABETH	526		1,389.23
10/22/2022	PC	10/28/2022	36346	KENWABIKISE, DAVID L.	528		1,181.42
10/22/2022	PC	10/28/2022	36347	ELLIOTT, PATRICK M.	600		3,061.75
10/22/2022	PC	10/28/2022	36348	SCHWARTZFISHER, JOS	603		1,236.25
10/22/2022	PC	10/28/2022	36349	BRADLEY, KELLY R.	614		2,003.06
10/22/2022	PC	10/28/2022	36350	HART II, DELBERT W.	616		1,591.19
10/22/2022	PC	10/28/2022	36351	JONES, ROBERT F.	618		1,681.43
10/22/2022	PC	10/28/2022	36352	THORP JR, WILLIAM D.	623		1,907.02
10/22/2022	PC	10/28/2022	36353	LEITNER, RYAN S.	624		1,619.11
10/22/2022	PC	10/28/2022	36354	FERGUSON, ROYCE L.	625		1,633.45
10/22/2022	PC	10/28/2022	36355	REID, ROB A.	632		1,419.96
10/22/2022	PC	10/28/2022	36356	DORAN, JUSTIN J.	634		2,265.74
10/22/2022	PC	10/28/2022	36357	NEDWICK, DAVID J.	642		514.05
10/22/2022	PC	10/28/2022	36358	HART III, DELBERT W.	657		920.25
10/22/2022	PC	10/28/2022	36359	FINNERTY, HOLLY E.	669		908.58
10/22/2022	PC	10/28/2022	36360	MUMICH, BARRY J.	671		564.65
10/22/2022	PC	10/28/2022	36361	CRANDELL, ZACKARY R.	691		621.04
10/22/2022	PC	10/28/2022	36362	RABIDEAU, JACOB L.	696		769.68
10/22/2022	PC	10/28/2022	36363	KNORR, KENT J.	700		2,137.46
10/22/2022	PC	10/28/2022	36364	ANZELL, BETH A.	702		1,396.82

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
10/22/2022	PC	10/28/2022	36365	MCDERMOTT, DENNIS J.	732		1,912.15
10/22/2022	PC	10/28/2022	36366	JASURDA, DONALD J.	748		383.87
10/22/2022	PC	10/28/2022	36367	DORST, KRISTA M.	749		383.86
10/22/2022	PC	10/28/2022	36368	PARRISH, SAMANTHA K.	750		365.19
10/22/2022	PC	10/28/2022	36369	MEEHAN, MAXIMUS M.	751		392.04
10/22/2022	PC	10/28/2022	36370	WHITE III, MARCUS W.	754		725.21
10/22/2022	PC	10/28/2022	36371	CUNNINGHAM, ABIGAIL A.	759		381.74
10/22/2022	PC	10/28/2022	36372	KIRINOVIC, THOMAS F.	790		73.34
10/22/2022	PC	10/28/2022	36373	DRENTH, DOUGLAS A.	838		432.09
10/22/2022	PC	10/28/2022	36374	GILL, DAVID R.	856		554.33
10/22/2022	PC	10/28/2022	36375	LABLANCE, MAUREEN J.	863		109.67
10/22/2022	PC	10/28/2022	36376	LIVINGSTON, BRIAN D.	866		1,948.83
10/22/2022	PC	10/28/2022	36377	KLOOSTER, PATRICK H.	868		137.44
10/22/2022	PC	10/28/2022	36378	WAY, KRISTINA M.	870		49.87
10/22/2022	PC	10/28/2022	36379	DIETRICH, ARLENE M.	871		186.57
10/22/2022	PC	10/28/2022	36380	WYMAN, MATTHEW A.	927		1,979.89
10/22/2022	PC	10/28/2022	36381	MILLER, WILLIAM S.	933		1,179.84
10/22/2022	PC	10/28/2022	36382	DOUGLAS, MARK	935		1,064.40
10/22/2022	PC	10/28/2022	36383	MCCRANEY, RUSSELL R.	936		1,215.56
10/22/2022	PC	10/28/2022	36384	FRATRICK, JOSEPH W.	940		507.58
10/22/2022	PC	10/28/2022	137982	Void			
10/22/2022	PC	10/28/2022	137983	MORRISON, KEVIN P.	601		1,720.04
10/22/2022	PC	10/28/2022	137984	DILAS, CHASE A.	755		301.30
10/22/2022	PC	10/28/2022	137985	SNYDER, JACOB M.	756		392.04
10/22/2022	PC	10/28/2022	137986	COX, RONALD L.	869		34.44
Grand Totals:			82				108,787.26

Km

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
10/22/2022	10/28/2022	137987	4FRONT CREDIT UNION	9024	HSA-EMPLOYEE CONTRIB-4FR	1,116.73
10/22/2022	10/28/2022	137988	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST T	86.90
10/22/2022	10/28/2022	137988	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	418.07
10/22/2022	10/28/2022	137989	CHARLEVOIX STATE BAN	9017	HSA - EMPLOYEE CONTRIB - C	1,345.00
10/22/2022	10/28/2022	137990	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	678.21
10/22/2022	10/28/2022	137991	MI STATE DISBURSEMEN	9012	FRIEND OF THE COURT Pay Pe	116.55
10/22/2022	10/28/2022	137992	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	1,533.17
10/22/2022	10/28/2022	137993	THE HARTFORD	9035	LIFE - VOLUNTARY Pay Period:	313.88
10/22/2022	10/28/2022	137993	THE HARTFORD	9035	SPOUSE LIFE Pay Period: 10/22	63.59
10/22/2022	10/28/2022	137993	THE HARTFORD	9035	CHILD LIFE Pay Period: 10/22/2	10.29
10/22/2022	10/28/2022	137993	THE HARTFORD	9035	AD&D - VOLUNTARY Pay Period	24.29
10/22/2022	10/28/2022	137993	THE HARTFORD	9035	SPOUSE AD&D Pay Period: 10/2	4.45
10/22/2022	10/28/2022	137993	THE HARTFORD	9035	CHILD AD&D Pay Period: 10/22/	4.35
Grand Totals:		13				5,715.48

km

Check Number	Payee	Amount
10/31/2022		
137994	ANDERSON PROPERTIES LLC	87.47
137995	CHARLEVOIX STATE BANK	81.60
137996	CORELOGIC CENTRALIZED REFUND	227.00
137997	CYNTHIA J MCCLELLAND TRUST	214.68
137998	ERSKINE, BRET & JILL	106.73
137999	GALLAGER, THOMAS & MERLE	83.93
138000	NOVOTNY, GARY A	76.00
138001	PARKER, BARRY & TAMMY ELLEN	48.80
138002	STUART C IRBY CO	7,213.08
138003	VSP INSURANCE CO. (CT)	12.70
Total 10/31/2022:		8,151.99
Grand Totals:		8,151.99

Check Number	Payee	Amount
11/08/2022		
138004	ABRAMOWSKI, DWAIN M.	50.00
138005	ACCUMED GROUP, THE	87.76
138006	ALL-PHASE ELECTRIC SUPPLY CO	30.19
138007	ALTA CONSTRUCTION EQUIP LLC	3,698.31
138008	AMAZON CAPITAL SERVICES	1,230.63
138009	ANDERSON, ELIZABETH A.	50.00
138010	ANZELL, BETH A.	50.00
138011	AT YOUR SERVICE PLUS INC	280.00
138012	AVFUEL CORPORATION	34,975.04
138013	BELL EQUIPMENT COMPANY	284.88
138014	BIOTECH AGRONOMICS INC	499.95
138015	BS& A SOFTWARE	1,271.00
138016	CCH INCORPORATED	793.00
138017	CDW GOVERNMENT	257.44
138018	CENTRAL DRUG STORE	168.48
138019	CHARLEVOIX TOWNSHIP TREASURE	68.40
138020	CINTAS	244.85
138021	CINTAS CORPORATION	129.90
138022	CITY OF CHARLEVOIX - MISC	655.54
138023	CIVIC SYSTEMS LLC	300.00
138024	COMPASS MINERALS AMERICA INC	7,601.68
138025	CONWAY PROFESSIONAL SERVICES	6,295.00
138026	CUMMINS SALES AND SERVICE	143.70
138027	DeROSIA, PATRICIA E.	50.00
138028	DIONNE FARMS	161.00
138029	DORAN, JUSTIN J.	50.00
138030	DOTSON, LINDSEY J.	50.00
138031	DROST LANDSCAPE	1,195.00
138032	DUTCH OVEN BAKERY, THE	865.00
138033	DVORACEK, SARAH	50.00
138034	ECONO SIGNS LLC	242.96
138035	ELHORN ENGINEERING COMPANY	1,392.00
138036	ELLIOTT, PATRICK M.	50.00
138037	ELLSWORTH FARMERS EXCHANGE	3,167.64
138038	ETNA SUPPLY	7,050.00
138039	FARMER WHITE'S	57.00
138040	FERGUSON, ROYCE L	218.00
138041	GANNETT HOLDINGS- OHIO	72.80
138042	GERBER'S HOMEMADE SWEETS	83.00
138043	GINOP SALES INC	658.83
138044	GOLF ASSOCIATION OF MICHIGAN	600.00
138045	GOVERNMENTAL BUSINESS SYSTEM	374.67
138046	GREAT LAKES ELEVATOR LLC	800.00
138047	GREAT LAKES PIPE & SUPPLY	538.90
138048	GRIFFITH, JOHN J	890.41
138049	GRP ENGINEERING INC	1,092.50
138050	HACH COMPANY	498.33
138051	HAGGARD'S INC	6,422.52

Check Number	Payee	Amount
138052	HEYDLAUFF, MARK L.	50.00
138053	HILLING, NICHOLAS A.	50.00
138054	HOOVER ELECTRIC	1,796.22
138055	HUTSON INC	213.33
138056	HYDROCORP	2,077.00
138057	IDEXX DISTRIBUTION INC	551.49
138058	INTEGRITY BUSINESS SOLUTIONS	37.34
138059	INTERWATER FARMS INC	625.00
138060	IPS GROUP INC	1,075.31
138061	JAMES E. EVANS SURVEYING LLC	300.00
138062	JCD SALES & SERVICE LLC	329.00
138063	JUSTICE FENCE ACQUISITIONS LLC	2,931.00
138064	KLOOSTER, ALIDA K.	50.00
138065	KNORR, KENT J.	50.00
138066	KRAFT BUSINESS SYSTEMS	29.24
138067	KSS ENTERPRISES	401.21
138068	LACKS, KURT	20.00
138069	LAKESHORE TIRE & AUTO SERVICE	20.00
138070	LASER PRINTER TECHNOLOGIES	417.00
138071	LITTLE TRAVERSE DISPOSAL LLC	21,997.37
138072	MCDERMOTT, DENNIS J.	50.00
138073	McGINN, KELLY A.	50.00
138074	MCLAREN CORPORATE SERVICES S	200.00
138075	MILLER, WILLIAM S.	50.00
138076	MUNICIPAL UNDERWRITERS OF MICH	129,851.00
138077	MURRAY'S CREATIONS	125.00
138078	MUSTANG TOOL SERVICE	265.78
138079	NAVIA BENEFIT SOLUTIONS	50.00
138080	NORTH COUNTRY CRITTERS	46.00
138081	OHM ADVISORS	225.00
138082	OLSON BZDOK & HOWARD	2,309.50
138083	OLSTROM EXCAVATING AND PAVING	6,132.00
138084	OMS COMPLIANCE SERVICES INC	60.00
138085	ORBAN, BARBARA K.	40.00
138086	PENCHURA LLC	4,831.00
138087	PETALS	236.25
138088	POWER LINE SUPPLY	2,120.89
138089	POWER SYSTEM ENGINEERING INC	3,680.00
138090	PRAWAT, DOROTHY	30.00
138091	PREIN & NEWHOF	6,867.86
138092	PTM DOCUMENT SYSTEMS	373.87
138093	QUILL LLC	30.99
138094	ROTARY CLUB OF CHARLEVOIX	37.50
138095	SCHOLEY, ROBERT W.	50.00
138096	SCIENTIFIC BRAKE - GAYLORD	275.38
138097	SITE PLANNING DEVELOPMENT INC	264.03
138098	SPEED WRENCH INC	2,781.62
138099	STATE OF MICHIGAN	15,183.15
138100	STRICKER'S OUTDOOR POWER EQUI	265.45

Check Number	Payee	Amount
138101	STRIKER SUPPLY	25.00
138102	SUMMIT FIRE PROTECTION	1,070.00
138103	SUPERIOR MECHANICAL OF CHARLE	14,850.00
138104	SWEET MARIA'S LLC	92.00
138105	SYSTEMS SPECIALISTS INC	2,347.50
138106	THE TROPHY CASE	2,850.00
138107	THRU GLASS CLEANING CO.	1,052.25
138108	TILLIE'S TAFEL	30.00
138109	TLD PARTNERSHIP	100.00
138110	TRACE ANALYTICAL LABORATORIES I	682.00
138111	TRUCK & TRAILER SPECIALTIES	3,430.00
138112	UNIFIRST CORPORATION	979.54
138113	UNIVERSAL CREDIT SERVICES INC	104.00
138114	UP NORTH ASSESSING INC	5,300.00
138115	UPS	33.47
138116	UTILITIES INSTRUMENTATION SERVI	1,423.47
138117	VILLAGE GRAPHICS INC	356.95
138118	WILMOT ELECTRIC INC	37.50
138119	WURST, RANDALL W.	50.00
138120	WYMAN, MATTHEW A.	50.00
138121	YOUNG, KRISTEN L.	50.00
Total 11/08/2022:		330,212.77
Grand Totals:		330,212.77

Check Number	Payee	Amount
10/17/2022		
101722001	MICHIGAN PUBLIC POWER AGENCY	22,999.94
Total 10/17/2022:		22,999.94
Grand Totals:		22,999.94

Check Number	Payee	Amount
10/20/2022		
102022001	ENTERPRISE FM TRUST	1,916.16
Total 10/20/2022:		1,916.16
Grand Totals:		1,916.16

Check Number	Payee	Amount
10/25/2022		
102522001	MICHIGAN PUBLIC POWER AGENCY	318,369.69
Total 10/25/2022:		318,369.69
Grand Totals:		318,369.69

Check Issue Date	Check Number	Payee	Amount
102822001			
10/28/2022	10282200	**EFTPS* Payroll Taxes	10,412.07
10/28/2022	10282200	**EFTPS* Payroll Taxes	10,412.07
10/28/2022	10282200	**EFTPS* Payroll Taxes	2,435.12
10/28/2022	10282200	**EFTPS* Payroll Taxes	2,435.12
10/28/2022	10282200	**EFTPS* Payroll Taxes	14,282.44
Total 102822001:			
	5		39,976.82
102822002			
10/28/2022	10282200	Alerus Financial	350.00
Total 102822002:			
	1		350.00
102822003			
10/28/2022	10282200	MissionSquare - 401 Plan 109153	1,062.00
Total 102822003:			
	1		1,062.00
102822004			
10/28/2022	10282200	MissionSquare - 457 Plan 300959	4,300.00
10/28/2022	10282200	MissionSquare - 457 Plan 300959	2,605.43
10/28/2022	10282200	MissionSquare - 457 Plan 300959	4,309.12
10/28/2022	10282200	MissionSquare - 457 Plan 300959	8,757.27
Total 102822004:			
	4		19,971.82
102822005			
10/28/2022	10282200	MissionSquare - Roth IRA 706117	1,055.76
Total 102822005:			
	1		1,055.76
102822006			
10/28/2022	10282200	STATE OF MICHIGAN	5,888.27
Total 102822006:			
	1		5,888.27
Grand Totals:			
	13		68,304.67

LM

Check Number	Payee	Amount
10/28/2022		
102822007	MERS	55,183.28
Total 10/28/2022:		55,183.28
Grand Totals:		55,183.28

Check Number	Payee	Amount
10/13/2022		
3889	CHARLEVOIX COUNTY TREASURER	20,157.68
3890	CHARLEVOIX PUBLIC SCHOOLS	15,968.95
3891	CHARLEVOIX PUBLIC SCHOOLS	1,543.10
3892	CHARLEVOIX PUBLIC SCHOOLS	1,813.14
3893	CHARLEVOIX PUBLIC SCHOOLS	424.23
3894	CHARLEVOIX PUBLIC SCHOOLS	771.46
3895	CITY OF CHARLEVOIX - TAXES DUE	22,793.42
3896	CORELOGIC CENTRALIZED REFUND	1,753.06
3897	FISCHMAN ILENE REVOC TRUST	2,365.84
3898	MARCUS, ANITA L	1,609.53
Total 10/13/2022:		69,200.41
Grand Totals:		69,200.41

CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT

Check Number	Payee	Amount
10/27/2022		
3899	CHARLEVOIX COUNTY TREASURER	15,370.29
3900	CHARLEVOIX PUBLIC SCHOOLS	13,562.66
3901	CHARLEVOIX PUBLIC SCHOOLS	1,176.54
3902	CHARLEVOIX PUBLIC SCHOOLS	1,382.46
3903	CHARLEVOIX PUBLIC SCHOOLS	323.49
3904	CHARLEVOIX PUBLIC SCHOOLS	588.27
3905	CITY OF CHARLEVOIX - TAXES DUE	17,138.12
3906	KROLL, TODD & JENNIFER	10.46
3907	MARSHA S TUCKER TRUST	2,186.96
Total 10/27/2022:		51,739.25
Grand Totals:		51,739.25

CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT

Charlevoix City Council

Consent Agenda

Title: Updated Control Systems for Water Treatment Plant: \$12,800.00

Date: November 7, 2022

Presented By:

Background:

Shoreline Power Services has provided the City with regular service on the control systems used at the Water Treatment Plant. This project involves updating security for some of the controls to avoid accidental contact and to update control systems used to control and monitor the plant. By incorporating both projects at once, the City can save some travel expenses.

Recommendation:

Motion to approve the control system improvements for the Water Treatment Plant by Shoreline Power Services in an amount not to exceed \$12,800 and authorize the City Manager to sign all necessary documents.

Attachments:

1. Shoreline Power Services Quote



October 17, 2022

City of Charlevoix - WTP
210 State Street
Charlevoix, Mi. 49720

Dear Mr. Hilling:

Shoreline Power Services is pleased to offer this pricing for you. This price is based on information supplied by you at the time of request. Any changes in scope, schedule or design may require additional pricing.

Scope of Work (P22207-03 Controls System Upgrades at Water Treatment Plant)

Shoreline Power Services will provide an updated version of the Water Plant SCADA Interface program. The revised program will feature live update of Water Treatment Plant Data Screens and process variable graphs. The updated program will be installed and tested on both interface PCs at the Water Treatment Plant.

Shoreline Power Services will supply an expanded external RAID storage device. Archival data will be copied to the expanded storage and working memory will be freed up for more recent data to improve responsiveness on the SCADA PCs.

A touchscreen display will be mounted in the main panel that includes the same indicators as the main screen of the SCADA PC. Shoreline Power Services will supply and install an indicator for the South Reservoir Level. A selector switch labeled "North – South" will be added near the indicator. The system will be programmed to enable selecting which reservoir will be monitored for alarms and events.

Shoreline Power Services will supply and install an enclosure to keep the SCADA PC Ethernet Connections organized and out of the way. The enclosure will include cable glands and Ethernet pass-through connectors to allow for unplugging equipment without having to open or rewire the cable connections. The enclosure will be mounted on the wall near the SCADA PC.

Total Cost of Project (including parts and labor): \$12,800



If you have any questions regarding this proposal or would like further pricing, please feel free to call or email me at any time.

Sincerely,

Cullen Wheeler
Controls Technician
231-267-3267

Acceptance:

This proposal clearly sets forth the scope of work for the indicated project and I agree with all terms and conditions.

Accepted by:

Title:

Date:



Terms and Conditions

1. An instruction to carry out work, whether written or verbal, shall be taken as acceptance of these terms and conditions unless the work is the subject of another written contract, the terms of which supersede these.
2. **Definition and basis of pricing**
 - a) **An estimate** is an approximate price, calculated with reasonable care from available information, which may be given as a range or percentage variation. It constitutes an offer to do the work within the price range. This will be used where an exact price is not required or is impossible to give due to lack of information.
 - b) **A quotation** is an offer to do the work specified at the price quoted.
Once either a quotation or an estimate is accepted by the client it is to be taken as a contract between the company and the client.
 - c) **Schedule of work.** An estimate or quotation will be costed on the schedule of work prepared from information supplied by the client. This schedule is the basis of the contract and clients are advised to check the schedule carefully to ensure that it is what they require.
3. **Conditions**
 - a) The price is based on normal working hours, Monday to Friday, unless otherwise stated.
4. **Variations**
 - a) Unless otherwise stated in the estimate or quotation all variations in labor and/ or material costs subsequent to the date of the estimate or quotation may be passed on to the client.
 - b) Variations or additional work required shall be detailed by the client as early as possible. Ideally this will enable a price variation to be prepared and accepted. Instructions for work to proceed, before such acceptance, shall be required in writing and taken to mean acceptance of charges on a time and materials basis.
Should variations be necessary and the client not available, whilst work is carried out in conjunction with other tradesmen, the work will be carried out in the manner we consider to best solve the problems and this will be chargeable unless this has been expressly forbidden by the client in writing.
5. **Payment**
 - a) Unless otherwise stated in the estimate or quotation, payment shall be due on receipt of invoice, which shall be submitted on completion of work.
 - b) Should the period of work be extended, monthly invoices for work done and materials supplied or specially ordered and held will be submitted. Payment of these shall be due on receipt of invoice.
 - c) Materials supplied shall remain the property of the company until paid in full.

6724 East Railway Commons | Williamsburg | Michigan | 49690
Phone: 231.267.3267 | Fax: 231.267.3269 | www.shorelinpowerservices.com



b) Should the period of work be extended, monthly invoices for work done and materials supplied or specially ordered and held will be submitted. Payment of these shall be due on receipt of invoice.

c) Materials supplied shall remain the property of the company until paid in full.

6. Time of Completion

Shoreline power services shall endeavor to carry out the work in accordance with the dates specified on the estimate or quotation, or if no dates are specified, within a reasonable period of time. However, Shoreline Power Services cannot be held responsible for any losses, damage or increase in cost due to delays beyond the control of the company.

7. Guarantee

We undertake to carry out the work to a standard at least in accordance with such relevant regulations as are in force at the time.

The completed work will carry a 1 year guarantee against faulty workmanship or installation materials. Electronic devices, luminaries and appliances are excluded from this warrantee but will be covered by the manufacturer's warrantee, a minimum of one year.

We shall not be liable for damage from external sources affecting the installation or any form of misuse.

We shall not be responsible for any losses incurred by the client using equipment before the handover on completion of work.

The implementation of this guarantee shall only be carried out by the company staff or persons instructed by the company. No responsibility is accepted for repairs or alterations effected by anybody else.

Charlevoix City Council

Consent Agenda

Title: General Liability & Property Insurance 2022-23 Renewal

Date: November 7, 2022

Presented By:

Background:

The City has received its renewal quote for its general liability and property insurance policy with the Michigan Township Participating Plan (PAR Plan) for the year beginning November 1, 2022. Michigan Township Participating Plan also provides our Cyber Liability Insurance.

The invoice is for \$129,851, this is an 11% increase over the premium of \$117,423.00 for last year. Blanket property values have increased from \$69,780,472 to \$76,171,257. Vehicle changes have reduced the auto physical damage from \$4,849,830 to \$4,211,830. Deductibles on the property have increased from \$500 to \$2,500 and total property values on a blanket of over \$50,000,000 will carry a \$2,500 deductible. Auto Deductibles have also increased from \$500 to \$1,000.

The increase is driven by a number of factors; market conditions, social inflation, substantially increasing reinsurance costs, and increased loss costs. This past year in the United States, storm damage has accounted for \$90,000,000,000 in losses, which is affecting the reinsurance placement market and making premiums rise.

Recommendation:

Motion to approve the renewal of the City's general liability and property insurance policy and Cyber liability insurance with the Michigan Township Participating Plan for \$129,851 for one year (November 1, 2022 - October 31, 2023).

Attachments:

1. City of Charlevoix Insurance Renewal 2022-23

Municipal Underwriters of West MI
4171 Wolverine Drive
Williamsburg, MI 49690
Toll Free 888-883-6391
Local 231-421-5008
Fax 231-421-3509

October 17, 2022

Kelly McGinn, Treasurer
City of Charlevoix
210 State Street
Charlevoix, MI

Dear Jessica:

Enclosed you will find a Summary of Coverage's and an Invoice **for Boyne City** insurance renewal through the **Michigan Township Par Plan**. The renewal date is **11/01/2022**.

Presently, the structure of the Par Plan is better than ever, consisting of US Specialty Insurance Company. US Specialty Insurance Company's operating strategy is based on prudent capital management, and specializes in insuring specialty market business like the Michigan Township Participating Plan's program.

The Michigan Township Par Plan Grant Program is also available to all members, to date, **\$2,200,000** has been provided back to our members for the grant program. I am please to announce that your 2022 dividend was **\$ 3,390.12**.

The quoted premium is **\$129,851.00**. This is an approximate increase of 11% over last years beginning premium of **\$117,423.00**. Blanket Property values have been increased from **\$69,780,472.00** to **\$76,171,257.00**. Vehicle changes have reduced the auto physical damage on your schedule from **\$4,849,830.00** to **\$4,211,830.00**. Deductibles on the property have been increased from **\$500** to **2,500**. Total property values on a blanket of over **\$50,000,000** will carry a **\$2,500** deductible. Auto Deductibles have also increase from **\$500** to **\$1000**. The increase is driven by a number of factors market conditions, social inflation, substantially increasing reinsurance costs, and increased loss costs. This past year in the United States storm damage has accounted for **\$90,000,000,000** in losses which is effecting the reinsurance placement market and making premiums rise.

If you have any questions regarding your insurance coverage's, please do not hesitate to contact me at **888-883-6391**. Your continued confidence of the Michigan Township Participating Plan is appreciated. It's been a privilege to have served **the City of Charlevoix's** insurance needs for the past **12** years. Your business is appreciated and important.

Sincerely,

A handwritten signature in black ink, appearing to read 'Paul W. Olson', followed by a long, horizontal, slightly wavy line that extends to the right.

Paul W. Olson
Regional Risk Manager
MUWM

Municipal Underwriters of West MI Inc.

4171 Wolverine Drive
Williamsburg, MI 49690
888-883-6391
polson76@charter.net

Invoice

Date	Invoice #
10/17/2022	4346

Bill To
City of Charlevoix 210 State Street Charlevoix, MI 49720

			Account #	Policy Number
				HMTP-133055
Effective Date	Expiration Date	Insurance Company	Type of Coverage	Charge
11/1/2022	11/01/2023	Michigan Township Par Plan	Package Plan	129,851.00

YOUR POLICY IS IN FULL FORCE AND PAYABLE ON EFFECTIVE DATE. IF NOT WANTED, PLEASE RETURN IMMEDIATELY.

Fax #
231-421-3509

Total	\$129,851.00
Payments/Credits	\$0.00
Balance Due	\$129,851.00

AUTOMOBILE CERTIFICATE OF NO FAULT PROTECTION

Entity Name: **CITY OF CHARLEVOIX**

NAME AND ADDRESS OF COMPANY

Entity Number: **MI13055**

U.S. Specialty Insurance Company

Policy Number: **HMTP-133055**

13403 Northwest Freeway
Houston, TX 77040

Effective date: **11/01/2022**

Expiration Date: **11/01/2023**

An authorized Michigan insurer, certifies that is has issued a policy complying with Act 294, P.A. 1972, as amended for the described motor vehicle.

NAME OF AGENCY

By



Authorized Representative

HCC Public Risk

MUNICIPAL UNDERWRITERS OF WEST MI, INC.

888-883-6391

on this

17

Day

10

Month

2022

Year

Year

Description

Vehicle Identification Number

Covers all vehicles owned by the member

Number of Vehicles: 57

Warning:

Keep this certificate in your vehicle at all times. If you fail to produce it upon a police officer's request, you will be responsible for a civil infraction.

PENALTY FOR OPERATION WITHOUT INSURANCE

Michigan Law (MCLA 500.3101) requires that the owner or registrant of a Motor Vehicle registered in this state must have insurance or other approved security for the payment of no-fault benefits on the vehicle at all times. An owner or registrant who drives or permits a vehicle to be driven upon a public highway without proper insurance or other security is guilty of a misdemeanor.

An owner or registrant convicted of such misdemeanor shall be fined not less than \$200.00 nor more than \$500.00, or imprisoned for not more than 1 year, or both.

THIS FORM MUST BE PRESENTED AS EVIDENCE OF INSURANCE WITH YOUR APPLICATION FOR LICENSE PLATES, EITHER BY MAIL OR AT ANY SECRETARY OF STATE LICENSE PLATE BRANCH OFFICE. A PERSON WHO ISSUES OR SUPPLIES FALSE INFORMATION TO THE SECRETARY OF STATE OR USES AN INVALID CERTIFICATE OF INSURANCE IS GUILTY OF A MISDEMEANOR PUNISHABLE BY IMPRISONMENT FOR NOT MORE THAN 1 YEAR, OR A FINE OF NOT MORE THAN \$1,000.00, OR BOTH.

HCC Public Risk Claim Service, Inc.

Report Date: 10/7/2022 9:08:15 AM

File No.	Occur Date	Major/Minor Code	DESCRIPTION	LOSS PAYMENT	EXPENSE PAYMENT	RECOVERY	TOTAL INCURRED
CHARLEVOIX CITY OF-CHARLEVOIX - MI13055							
152287	CL 2/22/2011	170-124	Medical Pay	KUHS - CLAIMANT TRIPPED AND FELL @ 203 ANTRIM STREET ON RAIS	\$24.00	\$0.00	\$24.00
153251	CL 1/17/2011	171-102	Wrongful Termination	ROTTA-WRONGFUL TERMINATION.	\$0.00	\$66,830.28	\$66,830.28
157244	CL 8/9/2011	170-101	Bodily Injury	LANGEJANS - CLAIMANT TRIPPED OVER A RAISED AREA OF SIDEWALK.	\$50,000.00	\$32,061.21	\$82,061.21
158424	CL 3/3/2012	212-101	Collision	2006 OSHKOSH TRUCK AIRPORT DUMP/IV - VIN #8824 - WHILE PLOWI	\$13,364.77	\$422.50	\$13,787.27
158425	CL 3/3/2012	020-106	Vehicle Damage (Our Bldg)	AN OSHKOSH DUMP TRUCK STRUCK THE FUEL FARM CAUSING DAMAGE TO	\$65,760.15	\$1,119.30	\$66,879.45
158684	CL 3/3/2012	090-200	Misc - Inland Marine	COLLISION DAMAGE TO BLOWER CHUTE ON SNOW BLOWER.	\$4,834.97	\$0.00	\$4,834.97
158968	CL 4/12/2012	212-104	Windshield Loss	2009 CROWN VIC IV VIN#1910 SUSTAINED A CHIP IN THE WINDSHIEL	\$90.00	\$0.00	\$90.00
159285	CL 7/25/2011	171-101	Zoning	SUIT-JOHNSON-ZONING DISPUTE.	\$0.00	\$75,849.21	\$75,849.21
160165	CL 6/9/2012	170-132	Sewer Backup	SEWER BACKUP - SHIELDS - CLAIMANT HAD A SEWER BACKUP DUE TO	\$0.00	\$582.00	\$582.00
161114	CL 8/20/2012	170-109	Property Damage	WIERS-ALLEGES WHILE INSURED MOWING AT 9223 MOUNT MCSAUBE ROA	\$818.77	\$0.00	\$818.77
162902	CL 10/12/2012	170-124	Medical Pay	DAVIDSON - CLAIMANT TRIPPED ON A HOLE WERE A TREE GRATE USUA	\$805.00	\$0.00	\$805.00
165273	CL 6/17/2013	090-200	Misc - Inland Marine	AUDIO EQUIPMENT WAS STOLEN FROM THE BAND SHELL AT THE PARK.	\$1,823.27	\$0.00	\$1,823.27
165319	CL 6/15/2013	170-132	Sewer Backup	SEWER - STEVENS/WASHBURN - TWO RESIDENCE 508 AND 510 UPRIGHT	\$0.00	\$1,361.12	\$1,361.12
169722	CL 5/14/2014	020-106	Vehicle Damage (Our Bldg)	FIRE HALL GARAGE DOOR WAS DAMAGED BY VEHICLE WHEN IT WAS BEI	\$3,405.84	\$0.00	\$3,405.84
169723	CL 5/14/2014	212-101	Collision	2004 FORD EXPEDITION IV VIN#8984 - WAS DAMAGED WHEN BEING BA	\$649.99	\$0.00	\$649.99
171625	CL 8/22/2014	170-101	Bodily Injury	CURTIS-ALLEGES WHILE WALKING IN THE KUSINA/BEACON CENTER PAR	\$5,000.00	\$20,333.61	\$25,333.61
172867	CL 2/16/2015	020-125	Water	PIPES BURST CAUSING DAMAGE AT AIRPORT TERMINAL; 101 AIRPORT	\$11,820.71	\$921.04	\$12,741.75
178735	CL 8/15/2015	170-124	Medical Pay	WATERMAN - CLAIMANT FELL INTO THE WATER WALKING ON THE SHOPP	\$3,552.01	\$0.00	\$3,552.01
179184	CL 12/31/2015	194-101	Bodily Injury	BACHMAN - INSURED CLIPPED CLAIMANT'S PARKED VEHICLE WHILE PL	\$3,070.75	\$0.00	\$3,070.75
179190	CL 12/2/2015	171-101	Zoning	ZONING APPEAL - JOHNSON - ZBA DENIAL - LACK OF STANDING.	\$0.00	\$6,391.75	\$6,391.75
179305	CL 1/8/2016	212-101	Collision	2006 STERLING DUMP SANDER TRUCK VIN #9596 - WHILE IV TURNING	\$2,140.93	\$0.00	\$2,140.93
180304	CL 2/20/2016	020-103	Windstorm	WIND DAMAGED HANGER 3 AT THE AIRPORT.	\$2,170.00	\$0.00	\$2,170.00
181066	CL 7/18/2016	194-109	Property Damage	UNKNOWN - INSURED'S VEHICLE STRUCK CLAIMANT'S PARKED VEHICLE.	\$2,832.70	\$0.00	\$2,832.70
184195	CL 6/28/2017	170-109	Property Damage	BERKSHIRE HATHAWAY REAL ESTATE - 203 BRIDGE ST. - INSURED WA	\$3,380.00	\$0.00	\$3,380.00
184199	CL 6/20/2017	020-200	Misc - Property	A POWER INTERRUPTION CAUSED DAMAGE TO TWO AREAS IN THE CITY	\$0.00	\$739.36	\$739.36
184394	CL 6/20/2017	270-200	Misc - Boiler & Machinery	A POWER INTERRUPTION CAUSED DAMAGE TO TWO AREAS IN THE CITY	\$12,450.30	\$0.00	\$12,450.30

HCC Public Risk Claim Service, Inc.

Report Date: 10/7/2022 9:08:15 AM

File No.	Occur Date	Major/Minor Code	DESCRIPTION	LOSS PAYMENT	EXPENSE PAYMENT	RECOVERY	TOTAL INCURRED	
184667	CL 8/11/2017	212-101	Collision	2013 FORD EXPLORER VIN #3962- IV INVOLVED IN ACCIDENT WITH	\$4,765.00	\$146.50	\$2,664.50	\$2,247.00
184677	CL 7/19/2017	170-124	Medical Pay	DOHERTY - CLAIMANT TWISTED HER ANKLE ON A SECTION OF STEPS	\$59.95	\$0.00	\$0.00	\$59.95
184681	CL 6/30/2017	212-101	Collision	2013 FORD EXPLORER VIN #3962 - IV WAS STRUCK BY OV ON MASON	\$4,250.00	\$108.00	\$0.00	\$4,358.00
184850	CL 5/20/2017	170-124	Medical Pay	WELLER - INSURED WAS BURNING A TREE THAT APARENTLY HAS POISO	\$386.41	\$0.00	\$0.00	\$386.41
185123	CL 9/17/2017	170-124	Medical Pay	DOEDEL - CLAIMANT WAS AT FERRY BEACH PAVILION & INJURED HERS	\$165.59	\$0.00	\$0.00	\$165.59
185578	CL 8/11/2017	194-109	Property Damage	HUMMEL- 2006 PONTIAC VIBE- INSURED VEHICLE INVOLVED IN AN AC	\$500.00	\$0.00	\$0.00	\$500.00
185601	CL 12/5/2017	020-103	Windstorm	A HANGER DOOR WAS PULLED AWAY FROM THE FRAME DUE TO HIGH WIN	\$3,606.00	\$0.00	\$0.00	\$3,606.00
188891	CL 10/28/2018	212-102	Comprehensive	C&O- 2003 Ford Ambulance F-350 VIN#7524- IV struck deer on P	\$8,254.29	\$750.51	\$0.00	\$9,004.80
189078	CL 11/8/2018	212-101	Collision	2018 Chevy Tahoe VIN#5076 - IV backed out of parking space a	\$1,289.05	\$0.00	\$0.00	\$1,289.05
191713	CL 4/18/2019	212-102	Comprehensive	2015 Osage Ambulance VIN 6742- IV struck several deer on Nor	\$4,947.78	\$0.00	\$0.00	\$4,947.78
191893	CL 5/3/2019	020-125	Water	Clinton Harbor Master Building - 100 E. Clinton, Charlevoix,	\$9,038.00	\$666.00	\$0.00	\$9,704.00
193169	CL 6/11/2019	212-101	Collision	2015 Osage Ambulance VIN 6742- IV hit pole, causing damage t	\$1,623.15	\$0.00	\$0.00	\$1,623.15
193650	CL 7/24/2019	194-109	Property Damage	Adam - Insured was driving a city vehicle when he had to mov	\$2,097.71	\$0.00	\$0.00	\$2,097.71
194127	CL 6/27/2019	020-101	Fire	Fire in electrical box at ski hill lodge.	\$1,894.50	\$0.00	\$0.00	\$1,894.50
194209	CL 12/1/2018	194-200	Misc - Auto Liability	Snowplow damaged hanger at airport.	\$0.00	\$1,059.64	\$0.00	\$1,059.64
194352	CL 9/22/2019	212-101	Collision	2015 Osage Ambulance VIN #6742; IV struck handicapped ramp.	\$1,006.72	\$0.00	\$0.00	\$1,006.72
196755	CL 7/9/2020	212-101	Collision	2018 Braun XL VIN#1453; IV ambulance sideswiped parked OV.	\$1,203.50	\$0.00	\$0.00	\$1,203.50
196824	CL 7/20/2020	090-200	Misc - Inland Marine	Mt. Mcsuba Ski Lodge was broken into & items were stolen at	\$8,241.58	\$0.00	\$0.00	\$8,241.58
196870	CL 7/19/2020	020-126	Vandalism/Malicious	Mt. Mcsuba Ski Lodge was broken into & items were stolen at	\$7,810.55	\$0.00	\$0.00	\$7,810.55
197775	CL 10/20/2020	090-200	Misc - Inland Marine	Vehicle went off road & crashed into fence causing damage to	\$927.00	\$0.00	\$927.00	\$0.00
197886	CL 11/2/2020	212-101	Collision	2002 Ford Ambulance/IV - Vin #7524 - Tree fell down on insur	\$784.71	\$0.00	\$0.00	\$784.71
198408	CL 12/23/2020	212-102	Comprehensive	2018 Chevy Tahoe/IV - Vin #5076 - Insured collided with a de	\$1,876.18	\$0.00	\$0.00	\$1,876.18
200509	CL 7/21/2021	020-126	Vandalism/Malicious	Women bathroom countertop vandalized.	\$2,466.15	\$0.00	\$640.00	\$1,826.15
201035	CL 9/20/2021	020-125	Water	Water leak from drinking fountain caused property damage	\$325.00	\$0.00	\$0.00	\$325.00
201216	CL 8/2/2021	170-124	Medical Pay	Anderson & McClure - Med pay claim regarding claimants where	\$1,623.21	\$0.00	\$0.00	\$1,623.21
202063	CL 12/26/2021	170-101	Bodily Injury	Hoeksema; Claimant slipped and fell on ice in airport parkin	\$7,821.83	\$0.00	\$0.00	\$7,821.83
203995	CL 6/27/2022	212-101	Collision	2017 Chevy Silverado VIN#5616 - OV backed out of driveway in	\$6,318.02	\$38.00	\$0.00	\$6,356.02
Report Totals:				\$271,276.04	\$209,380.03	\$26,739.47	\$453,916.60	

**MICHIGAN
TOWNSHIP
PARTICIPATING
PLAN**

**SUMMARY OF COVERAGES
FOR**

City of Charlevoix 2022-2023

Presented By:
PAUL OLSON- RISK MANAGER

SUPPORT/SERVICE COMPANIES

MARKETING AND SERVICE:

Municipal Underwriters of West MI, Inc.
4171 Wolverine Drive
Williamsburg, MI 49690
(231) 421-3509 FAX
(888) 883-6391 MICHIGAN WATTS

TECHNICAL ADMINISTRATION:

Michigan Township Participating Plan
1700 Opdyke Court
Auburn Hills, MI 48326
(248) 371-3100 - LOCAL
(800) 783-1370 - MICHIGAN WATTS
(248) 371-3069 - FAX

RISK CONTROL ADMINISTRATION

MTTP Risk Control
1700 Opdyke Court
Auburn Hills, MI 48326
(248) 371-3100 - LOCAL
(800) 536-7425 - MICHIGAN WATTS
(248) 371-3069 - FAX

CLAIMS ADMINISTRATION

HCC Public Claims
1700 Opdyke Court
Auburn Hills, MI 48326
(800) 225-6561 - MICHIGAN WATTS
(248) 371-3091 - FAX

I. COMPREHENSIVE MUNICIPAL LIABILITY COVERAGE:*

Limit of Liability Per Occurrence	\$ 5,000,000
Limit of Liability Per Aggregate	\$ No Aggregate
Deductible	\$ 0

ADDITIONAL INSURED:

1. **Any** member of the governing body of the Named Insured
2. **Any** member of boards or commissions of the Named Insured
3. **Any** elected or appointed official of the Named Insured
4. **Any** employee of the Named Insured – Including **Contracted Assessor**
5. **Any** volunteer

ADDITIONAL INCLUDED COVERAGES:

1. Public Officials **RESIDENCE AND PLACE OF EMPLOYMENT**
2. Premises Medical Payments - \$10,000 Limit
3. Host Liquor Law Liability
4. Special Events Liability - Fireworks Liability by Endorsement
5. Governmental Professional Malpractice Liability
6. Incidental Medical Malpractice Liability
7. Cemetery Professional Liability
8. Sewer Back Up Liability- \$100,000
9. Employee Benefit Liability. \$1,000,000/\$3,000,000
10. Extended Bodily Injury and Property Damage Liability
11. Completed Operations
12. Property Legal Liability - \$500,000 Limit
13. Premises and Operations
14. Care, Custody and Control Coverage - \$25,000 per occurrence
15. Explosion, Collapse and Underground (exclusions deleted)
16. Vicarious Liability
17. Fellow Member Liability
18. Governmental Tort Immunity Waiver
19. Non-Owned and Hired auto liability coverage
20. Non-Owned and Owned Watercraft Liability-under 26'in length
21. Personal Injury Protection Includes:
 - A. FALSE ARREST, DETENTION OR IMPRISONMENT
 - B. MALICIOUS PROSECUTION
 - C. WRONGFUL ENTRY OR EVICTION OR OTHER INVASION OF THE RIGHT OF PRIVATE OCCUPANCY
 - D. LIBEL, SLANDER, ORAL OR WRITTEN PUBLICATION
 - E. MENTAL ANGUISH & MENTAL INJURY

**PUBLIC OFFICIALS WRONGFUL ACT LIABILITY
(Errors & Omissions)**

Limit of Liability Per Occurrence:	\$ 5,000,000
Limit of Liability Aggregate:	\$ No Aggregate
Deductible:	\$ 0

The following are areas of exposure to public officials and employees, which most generally are covered by a legal liability policy:

1. A decision or opinion of the municipal board
2. A decision or opinion of the fire & ambulance department
3. A decision or opinion of the zoning or planning board and zoning board of appeals
4. Restrictive Use Sublimit (\$100,000) Suits for Loss resulting from the Insured controlling or restricting the use of private property, while not taking legal ownership of said property, we will cover such claims or suits subject to the Sublimit.
5. Decisions or opinions of Building, Electrical, Plumbing Inspectors and Contracted Assessors
6. Alleged negligence or incompetence on the part of any public official or employee including the failure to carry out duties.
7. Accusations regarding mismanagement of municipal owned assets
8. Inadequate supervision of voter registration & elections
9. Improper hiring or firing of employees
10. Failure to check auditing & accounting practices
11. Violation of Civil Rights: Civil Rights are defined as "means the deprivation of any rights, privileges, or immunities secured by the Constitution and laws, including discrimination based upon religion, race, color, national origin, age, gender (including sexual harassment, unwelcome sexual advance, request for sexual favors, and other verbal or physical conduct or communication of a sexual nature), height, weight, disability, or marital status"
12. Back Wages- \$25,000 per person
13. Non-Monetary Defense Coverage \$25,000/\$50,000

Note: Failure of assured to provide or maintain valid insurance policies is not a covered exposure.

II. FLEET LIABILITY COVERAGE:

LIMITS

A. Bodily Injury & Property Damage [CSL]	\$ 5,000,000
B. Personal Injury Protection	Unlimited
C. Personal Property Insurance	\$ 5,000,000
D. Uninsured Motorists	\$ 5,000,000
E. Non-owned & Hired Auto Liability	\$ 5,000,000
F. Mini-Tort Liability	\$ Included
G. Underinsured Motorists	\$ 100,000

III. FLEET PROPERTY COVERAGE:

Property limit \$ 4,211,830.00

A. Comprehensive	\$ 500 ACV Deductible, Actual Cash Value
B. Collision	\$ 500 Deductible, ACV, Broadened

Fire Vehicles Replacement Cost Valuation....

IV. INLAND MARINE COVERAGE:

Providing **ALL RISK, REPLACEMENT COST COVERAGE** for property and equipment while on or off the premises. **NO CO-INSURANCE**

Property limit \$ 3,328,498.00
Deductible \$ 500

SEE ATTACHED SCHEDULE

AUTO

Application:
T000020020934

CITY OF CHARLEVOIX

▲ Auto # ▼	▲ New Cost ▼	▲ Comp. Ded. ▼	▲ Coll. Ded. ▼	▲ Year ▼	▲ Description ▼	▲ VIN # ▼	▲ Type ▼	▲ AUX Running Lights ▼	▲ Anti-Theft Device ▼	▲ Anti-Lock Brakes ▼	▲ Traction Control ▼	▲ Five MPH Bumper ▼
128	\$ 40,000	\$ 1,000	\$ 1,000	2022	GMC Sierra 3500	9632	2	Yes	0	Yes	Yes	No
126	\$ 40,000	\$ 1,000	\$ 1,000	2022	GMC Sierra 2500 HD	7456	2	Yes	0	Yes	Yes	No
125	\$ 40,000	\$ 1,000	\$ 1,000	2022	GMC Sierra 2500 HD	0213	2	Yes	0	Yes	Yes	No
124	\$ 40,000	\$ 1,000	\$ 1,000	2022	GMC sierra 2500 HD	0272	2	Yes	0	Yes	Yes	No
123	\$ 10,000	\$ 1,000	\$ 1,000	2021	Towmaster Trailer	2336	13	No	0	No	No	No
121	\$ 92,825	\$ 1,000	\$ 1,000	2021	International Plow Truck	0056	7	Yes	0	Yes	Yes	No
122	\$ 37,930	\$ 1,000	\$ 1,000	2020	Ford Interceptor Police	8369	11	Yes	0	Yes	Yes	Yes
120	\$ 146,957	\$ 1,000	\$ 1,000	2020	Towmaster DitchWitch Trailer	0630	13	No	0	No	No	No
117	\$ 30,300	\$ 1,000	\$ 1,000	2020	Chevy Silverado Pick Up	8628	2	No	0	Yes	Yes	No
119	\$ 46,256	\$ 1,000	\$ 1,000	2019	Ford F-350	9627	1	Yes	0	No	No	No
118	\$ 89,560	\$ 1,000	\$ 1,000	2019	International Plow Truck	9247	2	Yes	0	Yes	Yes	No
114	\$ 68,546	\$ 1,000	\$ 1,000	2019	2019 Ford 450 with crane	1094	2	No	0	No	No	No
115	\$ 39,358	\$ 1,000	\$ 1,000	2018	Chevy Tahoe Police	5076	11	No	0	No	No	No
113	\$ 26,689	\$ 1,000	\$ 1,000	2018	Chevy Colorado 4wd	4285	2	No	0	No	No	No
112	\$ 37,250	\$ 1,000	\$ 1,000	2018	Chevy Silverado 4X with Plow	9417	2	No	0	No	No	No
110	\$ 4,518	\$ 1,000	\$ 1,000	2017	Wanco Solar Trailer	0315	13	No	0	No	No	No
109	\$ 49,111	\$ 1,000	\$ 1,000	2017	Ford F550 cab pick up	7466	2	No	0	No	No	No
108	\$ 10,304	\$ 1,000	\$ 1,000	2017	Felling Trailer	5130	13	No	0	No	No	No
107	\$ 46,578	\$ 1,000	\$ 1,000	2017	Chevy 2500 Silverado	3631	2	No	0	No	No	No
106	\$ 39,110	\$ 1,000	\$ 1,000	2017	Chevy Tahoe Police	2977	11	No	0	No	No	No
105	\$ 23,217	\$ 1,000	\$ 1,000	2017	Chevy Silverado 1500	9043	2	No	0	No	No	No
104	\$ 215,000	\$ 1,000	\$ 1,000	2017	International 4300	IHTMMMR8HH484053	2	No	0	No	No	No
103	\$ 5,790	\$ 1,000	\$ 1,000	2017	Deluxe Equip Trailer	2283	13	No	0	No	No	No
102	\$ 25,697	\$ 1,000	\$ 1,000	2017	Chevy Silverado 2500 4wd	5616	2	No	0	No	No	No
98	\$ 31,786	\$ 1,000	\$ 1,000	2016	Chevy Silverado 3500	6072	2	No	0	No	No	No
97	\$ 31,786	\$ 1,000	\$ 1,000	2016	Chevy Silverado 3500	2557	2	No	0	No	No	No

95	\$ 23,742	\$ 1,000	\$ 1,000	2015	FORD SRW SUPER DUTY PU	0352	2	No	0	No	No	No
94	\$ 178,147	\$ 1,000	\$ 1,000	2015	INTERNATIONAL UTILITY/BUCKET T	8829	2	No	0	No	No	No
92	\$ 32,843	\$ 1,000	\$ 1,000	2014	FORD F-350 SUPER DUTY	7564	2	No	0	No	No	No
89	\$ 30,574	\$ 1,000	\$ 1,000	2013	FORD DRW SUPER DUTY PICK UP	9478	2	No	0	No	No	No
88	\$ 175,000	\$ 1,000	\$ 1,000	2013	INTERNATIONAL BUCKET TRUCK	5447	2	No	0	No	No	No
100	\$ 70,000	\$ 1,000	\$ 1,000	2012	Oshkosh Utility airport	0221	2	No	0	No	No	No
82	\$ 57,000	\$ 1,000	\$ 1,000	2012	FORD TRUCK F-350 AIRPORT	0568	2	No	0	No	No	No
96	\$ 18,229	\$ 1,000	\$ 1,000	2011	GMC sierra pickup	1089	2	No	0	No	No	No
90	\$ 22,101	\$ 1,000	\$ 1,000	2010	CHEVY SILVERADO 1500 4WD	7753	2	No	0	No	No	No
79	\$ 22,101	\$ 1,000	\$ 1,000	2010	CHEVY SILVERADO 2500 LS	1111	2	No	0	No	No	No
78	\$ 150,000	\$ 1,000	\$ 1,000	2010	ELGIN/PELICAN STREET SWEEPER	0075	2	No	0	No	No	No
91	\$ 19,525	\$ 1,000	\$ 1,000	2009	GMC SIERRA PICK UP ELECTRIC	6629	2	No	0	No	No	No
69	\$ 135,000	\$ 1,000	\$ 1,000	2008	STERLING DUMP TRUCK	1211	7	No	0	No	No	No
71	\$ 265,000	\$ 1,000	\$ 1,000	2007	STERLING VACTOR JET TRUCK	8911	2	No	0	No	No	No
68	\$ 20,000	\$ 1,000	\$ 1,000	2007	FORD EXPLORER ELECTRIC	7574	2	No	0	No	No	No
60	\$ 110,000	\$ 1,000	\$ 1,000	2006	OSHKOSH PLOW DUMP TRUCK AIRPOR	8824	7	No	0	No	No	No
58	\$ 130,000	\$ 1,000	\$ 1,000	2006	STERLING DUMPSANDER TRUCK	9596	7	No	0	No	No	No
75	\$ 15,000	\$ 1,000	\$ 1,000	2005	CHEVY PICK UP	5797	2	No	0	No	No	No
74	\$ 15,000	\$ 1,000	\$ 1,000	2005	CHEVY PICK UP	4721	2	No	0	No	No	No
57	\$ 22,000	\$ 1,000	\$ 1,000	2005	DODGE RAM PICK UP	4263	2	No	0	No	No	No
55	\$ 26,000	\$ 1,000	\$ 1,000	2004	FORD F-350 4X4	6691	2	No	0	No	No	No
53	\$ 22,000	\$ 1,000	\$ 1,000	2004	FORD F-350 4X2 PICK UP	9231	2	No	0	No	No	No
52	\$ 110,000	\$ 1,000	\$ 1,000	2004	STERLING SL 7501 DUMP WITH PLO	8259	7	No	0	No	No	No
66	\$ 18,000	\$ 1,000	\$ 1,000	2002	DODGE 1500 4X4 TRUCK	5920	2	No	0	No	No	No
48	\$ 38,000	\$ 1,000	\$ 1,000	2002	FORD F-350 DUMP	7866	7	No	0	No	No	No
47	\$ 85,000	\$ 1,000	\$ 1,000	2002	STERLING DUMP WITH PLOW	0124	7	No	0	No	No	No
46	\$ 17,000	\$ 1,000	\$ 1,000	2002	DODGE RAM 1/2 TON PICKUP	9871	2	No	0	No	No	No
101	\$ 14,000	\$ 1,000	\$ 1,000	1999	Gem Car	5350	1	No	0	No	No	No
37	\$ 700,000	\$ 1,000	\$ 1,000	1994	Sutphen Aerial Fire 5316	3058	5	No	0	No	No	No
26	\$ 400,000	\$ 1,000	\$ 1,000	1994	3D INCORPORATED FIRE 5301	0761	5	No	0	No	No	No
87	\$ 2,000	\$ 1,000	\$ 1,000	1985	24 FOOT TANDEM AXLE BOAT TRAIL	3-204	13	No	0	No	No	No
Total: \$4,211,830												

INLAND MARINE

Application:
T000020020934

CITY OF CHARLEVOIX 

▲ number ▼	▲ Serial # ▼	▲ Year ▼	▲ Make ▼	▲ Model ▼	▲ Department ▼	▲ Type ▼	▲ AR ▼	▲ Limit ▼	▲ Spec Ded ▼
23		2008	4 WHEEL DRIVE	TRACTOR	Dept. of Public Works	Contractors Equipment	RC	\$ 49,714	\$ 0
10	10	2012	BANDIT CHIPPER		Streets and Roads	Contractors Equipment	RC	\$ 41,000	\$ 0
31	3125	2018	BONNELL	LEAF VAC WITH CONTAI	Dept. of Public Works	Contractors Equipment	RC	\$ 82,000	\$ 0
19		2013	BORING MACHINE	1220 JET TRACJK	Dept. of Public Works	Contractors Equipment	RC	\$ 114,000	\$ 0
9	9	1978	CASE	586 FORKLIFT	Dept. of Public Works	Contractors Equipment	RC	\$ 70,000	\$ 0
27		2007	CASE 586	FORKLIFT	Dept. of Public Works	Contractors Equipment	RC	\$ 45,900	\$ 0
15	15	1998	CHERRINGTON	BEACH GROOMER	Streets and Roads	Contractors Equipment	RC	\$ 90,000	\$ 0
1		0	CONTRACTORS EQUIP		General Administrative	Contractors Equipment	RC	\$ 45,000	\$ 0
5	5	1993	DITCH WITCH	400SX	Dept. of Public Works	Contractors Equipment	RC	\$ 25,000	\$ 0
6	6	1989	DITCH WITCH	6510/WITH BACKHOE	Dept. of Public Works	Contractors Equipment	RC	\$ 100,000	\$ 0
7	7	2000	DITCH WITCH	JT 920	Dept. of Public Works	Contractors Equipment	RC	\$ 150,000	\$ 0
22		2008	EPOKE 53500	SANDER.VSPREADER	Dept. of Public Works	Contractors Equipment	RC	\$ 103,210	\$ 0
20		2006	FRONT END LOADER	VOLVO	Dept. of Public Works	Contractors Equipment	RC	\$ 166,000	\$ 0
3		0	FUEL TANK AND EQUIP	AT AIRPORT	General Administrative	Commercial Articles	RC	\$ 93,000	\$ 0
14	14	2009	HOLDER SIDEWALK	SNOWBLOWER	Streets and Roads	Contractors Equipment	RC	\$ 125,000	\$ 0
18	6799101665	2014	JACOBSEN	LF510 2WD	Dept. of Public Works	Contractors Equipment	RC	\$ 35,300	\$ 0
12	12	2004	JD	444J LOADER	Streets and Roads	Contractors Equipment	RC	\$ 140,000	\$ 0
13	13	2003	JD 310 SG	LOADER/BACKHOE	Streets and Roads	Contractors Equipment	RC	\$ 100,000	\$ 0
8	8	2002	JD BACKHOE	310 SG	Water and Sewer	Contractors Equipment	RC	\$ 100,000	\$ 0
33	6085	2019	JOHN DEERE	310 SL TRACTOE BACKHOE	Dept. of Public Works	Contractors Equipment	RC	\$ 123,000	\$ 0
29	1170	2018	JOHN DEERE	LOADER	Dept. of Public Works	Contractors Equipment	RC	\$ 225,000	\$ 0
25	280421	2015	JOHN DEERE 60 D	EXCAVATOR	Dept. of Public Works	Contractors Equipment	RC	\$ 42,000	\$ 0
11	11	2005	LEAF VACUM		Streets and Roads	Contractors Equipment	RC	\$ 25,000	\$ 0
21		2006	LOADER MOUNTED	SNOW BLOWER	Dept. of Public Works	Contractors Equipment	RC	\$ 159,000	\$ 0
4		0	MARINA DOCKS		Parks and Recreation	Docks		\$ 250,000	\$ 0
32		0	MISC ART ITEMS	CCC	General Administrative	Fine Arts	RC	\$ 30,000	\$ 0
2		0	MISC SKI HILL EQUIP		Parks and Recreation	Commercial Articles	RC	\$ 50,000	\$ 0

INLAND MARINE

17		2010	PISTON BULLY	GROOMER	Parks and Recreation	Contractors Equipment	RC	\$ 228,000	\$ 0
30		0	PLAYGROUND EQUIP.		Parks and Recreation	Commercial Articles	RC	\$ 75,000	\$ 0
24		2008	SWEEPER ATTACH	VOLVO	Dept. of Public Works	Contractors Equipment	RC	\$ 42,374	\$ 0
28		0	TRENCHER	ELECTRIC DEPT	Dept. of Public Works	Contractors Equipment	RC	\$ 129,000	\$ 0
Total:								\$3,053,498	

Schedule Total:	\$3,053,498
Miscellaneous Property & Equipment:	\$150,000
Ancillary Equipment:	\$125,000
Contractors Equipment Rented From Others:	\$0
Aircraft Limit:	\$0
Inland Marine Total:	\$3,328,498

V. PROPERTY [FIRE] COVERAGE:

Total Blanket Building and Contents Limit	\$ 76,171,257.00
Deductible	\$ 500
Per Schedule on File with company	

A. Inflation Guard - 2.5% per quarter

B. Special Municipal Property Endorsement to include:

1. Personal Property off Premises - \$100,000
2. Accounts Receivable- \$250,000
3. Transportation - \$50,000
4. Business Income- \$500,000
5. Debris Removal- 25% of Loss
6. Foundations of Machinery- \$250,000
7. Golf Course Greens- \$100,000
8. Extra Expense Coverage - \$500,000 Limit - No deductible
9. Newly Acquired Property - \$1,000,000
10. Flood Coverage- \$100,000
11. Earthquake Coverage- \$1,000,000
12. Glass Coverage-\$00 Deductible Glass Breakage
13. Underground Pipes and Flues- \$1,000,000
14. Law and Ordinance Coverage- Actual Sustained Loss
15. Tree Removal Inside Cemetery Boundaries \$10,000

VI. VALUABLE PAPERS AND RECORDS COVERAGE*:

Broad Form Coverage for the reconstruction of valuable papers and records **\$250,000** year round limit of protection with \$0 deductible.

*** NOTE: Higher limits available upon request.**

PROPERTY

Application:
T000020020934

CITY OF CHARLEVOIX 

▲ Loc ▼	▲ Bldg ▼	▲ 100ft ▼	▲ Fac Loc ▼	▲ Street Address ▼	▲ City ▼	▲ ST ▼	▲ Zip ▼	▲ County ▼	▲ POK ▼	▲ BC ▼	▲ Bldg Lim ▼	▲ Cont Lim ▼	▲ Mine Sub ▼	▲ Yr Built ▼	▲ FAR ▼	▲ BF ▼
1	1	No	0	210 STATE STREET CITY HALL FIRE HALL	CHARLEVOIX	MI	49720		10	2	\$ 7,652,415	\$ 928,963	\$ 0	1950	R	100
2	1	No	0	301 PARK BATH HOUSE	CHARLEVOIX	MI	49720		11	3	\$ 177,426	\$ 13,139	\$ 0	1967	R	615
3	1	No	0	DIVISION STREET WATER TOWER	CHARLEVOIX	MI	49720		14	6	\$ 381,960	\$ 0	\$ 0	1950	R	902
4	1	No	0	15116 LAKE SHORE DRIVE BUILDING 3	CHARLEVOIX	MI	49720		14	2	\$ 19,947,186	\$ 46,847	\$ 0	1980	R	903
4	2	No	0	15116 LAKE SHORE DRIVE BUILDING STORAGE	CHARLEVOIX	MI	49720		14	2	\$ 112,500	\$ 0	\$ 0	1964	R	403
4	3	No	0	15116 LAKE SHORE DRIVE GRIT REMOVAL AND	CHARLEVOIX	MI	49720		10	4	\$ 1,427,892	\$ 13,670	\$ 0	1978	R	903
4	4	No	0	15116 LAKE SHORE DRIVE CHEMICAL CONTAINMENT BUIDLING	CHARLEVOIX	MI	49720		14	3	\$ 338,173	\$ 0	\$ 0	1978	R	900
4	5	No	0	15116 LAKE SHORE DRIVE ADMIN AND LAB.	CHARLEVOIX	MI	49720		10	1	\$ 739,422	\$ 51,588	\$ 0	2015	R	100
4	6	No	0	15116 LAKE SHORE DRIVE SLUDGE STORAGE TANK	CHARLEVOIX	MI	49720		14	3	\$ 859,793	\$ 0	\$ 0	2015	R	903
5	1	No	0	DEPOT BEACH LIFT STATION	CHARLEVOIX	MI	49720		18	2	\$ 81,068	\$ 0	\$ 0	1978	R	905
5	2	No	0	DEPOT BEACH PICNIC/RESTROOMS	CHARLEVOIX	MI	49720		11	2	\$ 349,665	\$ 0	\$ 0	1978	R	615
8	1	No	0	400 FAIRWAY GOLF CLUBHOUSE	CHARLEVOIX	MI	49720		11	1	\$ 480,000	\$ 33,177	\$ 0	1978	R	100
9	1	No	0	855 MERCER ST FERTILIZER BLDG	CHARLEVOIX	MI	49720		11	2	\$ 8,106	\$ 5,971	\$ 0	1980	R	605
9	2	No	0	855 MERCER ST PESTICIDE VAULT	CHARLEVOIX	MI	49720		11	2	\$ 9,406	\$ 6,637	\$ 0	1970	R	605
9	3	No	0	855 MERCER ST AMBULANCE STORAGE	CHARLEVOIX	MI	49720		15	1	\$ 11,977	\$ 9,687	\$ 0	1978	R	403
10	1	No	0	98 STOVER ROAD CEMETERY CHAPEL	CHARLEVOIX	MI	49720		11	2	\$ 113,000	\$ 0	\$ 0	1958	R	700
10	2	No	0	98 STOVER CEMETERY STORAGE	CHARLEVOIX	MI	49720		11	2	\$ 43,000	\$ 23,225	\$ 0	1956	R	701
12	1	No	0	AB 113 PALMER 4 BAY STORAGE GARAGE	CHARLEVOIX	MI	49720		16	2	\$ 150,000	\$ 0	\$ 0	1978	R	401
13	1	No	0	GRANT STREET STORAGE	CHARLEVOIX	MI	49720		16	1	\$ 100,000	\$ 0	\$ 0	1980	R	403
14	1	No	0	PALMER ST. FISH CULTURE STATION	CHARLEVOIX	MI	49720		11	2	\$ 1,500,000	\$ 0	\$ 0	1987	R	607
15	1	No	0	102 GRANT ST DWELLING	CHARLEVOIX	MI	49720		10	2	\$ 240,000	\$ 0	\$ 0	1980	R	100
16	1	No	0	FERRY BEACH RESTROOM/CONCESSION	CHARLEVOIX	MI	49720		11	2	\$ 170,637	\$ 0	\$ 0	1980	R	615
16	2	No	0	FERRY BEACH FISH CLEANING BUILDING	CHARLEVOIX	MI	49720		11	2	\$ 7,739	\$ 3,318	\$ 0	1980	R	100
16	3	No	0	FERRY BEACH PICNIC PAVILION	CHARLEVOIX	MI	49720		11	1	\$ 40,534	\$ 0	\$ 0	1980	R	614
16	4	No	0	FERRY BEACH PICNIC PAVILION	CHARLEVOIX	MI	49720		11	1	\$ 27,634	\$ 0	\$ 0	1980	R	614

PROPERTY

16	5	No	0	FERRY BEACH RESTROOM/CONCESSION	CHARLEVOIX	MI	49720		11	2	\$ 132,488	\$ 0	\$ 0	1980	R	615
17	1	No	0	CARPENTER ST PRESS BOX/CONCESSION	CHARLEVOIX	MI	49720		11	1	\$ 52,500	\$ 0	\$ 0	1980	R	612
18	1	No	0	MT. MCSUBA SKI LODGE/RESTROOM	CHARLEVOIX	MI	49720		11	2	\$ 525,000	\$ 66,354	\$ 0	1965	R	600
18	2	No	0	MT. MCSUBA HALF WAY TOW BUILDING	CHARLEVOIX	MI	49720		11	1	\$ 19,528	\$ 0	\$ 0	1967	R	403
18	3	No	0	MT. MCSUBA WEST HILL TOW BUILDING	CHARLEVOIX	MI	49720		11	1	\$ 23,766	\$ 0	\$ 0	1967	R	403
18	4	No	0	MT MCSAUBA TOP TOW BUILDING	CHARLEVOIX	MI	49720		11	1	\$ 17,709	\$ 11,812	\$ 0	2001	R	403
18	5	No	0	MT MCSUBA LIFT OPERATOR BUILDING	CHARLEVOIX	MI	49720		11	1	\$ 27,269	\$ 0	\$ 0	1980	R	403
18	6	No	0	MT MCSAUBA GROOMER GARAGE	CHARLEVOIX	MI	49720		11	1	\$ 61,980	\$ 0	\$ 0	2000	R	401
18	7	No	0	MT. MCSAUBA ICE SKATING SHACK AND DECK	CHARLEVOIX	MI	49720		11	1	\$ 15,372	\$ 0	\$ 0	2010	R	403
19	1	No	0	101 AIRPORT DRIVE TERMINAL	CHARLEVOIX	MI	49720		10	2	\$ 900,913	\$ 0	\$ 0	2000	R	922
19	2	No	0	101 AIRPORT DR HANGER	CHARLEVOIX	MI	49720		16	1	\$ 399,679	\$ 19,907	\$ 0	1980	R	923
19	3	No	0	101 AIRPORT DR HANGER	CHARLEVOIX	MI	49720		11	1	\$ 165,818	\$ 0	\$ 0	1980	R	923
19	4	No	0	101 AIRPORT DR HANGER	CHARLEVOIX	MI	49720		11	1	\$ 9,873	\$ 0	\$ 0	1976	R	923
19	5	No	0	101 AIRPORT DR HANGER WELKE	CHARLEVOIX	MI	49720		11	1	\$ 230,304	\$ 0	\$ 0	1990	R	923
19	6	No	0	101 AIRPORT DR LIFT STATION	CHARLEVOIX	MI	49720		18	3	\$ 384,743	\$ 0	\$ 0	1980	R	905
19	7	No	0	101 AIRPORT DR HANGER UNIT 1	CHARLEVOIX	MI	49720		11	1	\$ 115,000	\$ 0	\$ 0	1999	R	923
19	8	No	0	101 AIRPORT DR HANGER UNIT 2	CHARLEVOIX	MI	49720		11	1	\$ 191,000	\$ 0	\$ 0	1990	R	923
19	9	No	0	101 AIRPORT DR HANGER UNIT 3	CHARLEVOIX	MI	49720		11	1	\$ 96,000	\$ 0	\$ 0	1990	R	923
19	10	No	0	101 AIRPORT DR HANGER UNIT 4	CHARLEVOIX	MI	49720		11	1	\$ 71,773	\$ 0	\$ 0	1990	R	923
19	11	No	0	101 AIRPORT DR AIRPORT HANGER	CHARLEVOIX	MI	49720		11	1	\$ 445,000	\$ 0	\$ 0	2006	R	923
19	12	No	0	101 AIRPORT DR FUEL SYSTEM STATION	CHARLEVOIX	MI	49720		11	3	\$ 18,083	\$ 0	\$ 0	1978	R	100
19	13	No	0	101 AIRPORT FUEL TANK & EQUIPMENT	CHARLEVOIX	MI	49720		11	3	\$ 138,752	\$ 0	\$ 0	1978	R	100
19	14	No	0	101 AIRPORT DR SRE BLDG	CHARLEVOIX	MI	49720		10	2	\$ 2,036,143	\$ 0	\$ 0	1978	R	100
19	15	No	0	101 AIRPORT DRIVE HANGER	CHARLEVOIX	MI	49720		16	1	\$ 235,562	\$ 0	\$ 0	2011	R	923
20	1	No	0	109 MASON RENTAL OLD POST OFFICE	CHARLEVOIX	MI	49720		10	1	\$ 680,852	\$ 0	\$ 0	1950	R	100
Totals:								\$74,652,973	\$1,518,284	\$0						
Grand Total:								\$76,171,257								

VII. CRIME COVERAGE:

- A. Limit of Coverage - \$ 100,000
- B. "Broad Form" Money & Securities
- C. Inside Coverage:
- D. Outside Coverage:
- E. Money Order and Counterfeit Paper Currency
- F. Depositors' Forgery
- G. Locations to Include:
 - 1. All Officials Homes
 - 2. Place of Employment
 - 3. Banking Facility

VIII: PUBLIC OFFICIAL BONDS*

Treasurer \$25,000

BLANKET BOND \$100,000

NOTE: THE ABOVE BONDS ARE INCLUDED AT NO ADDITIONAL CHARGE

ADDITIONAL POSITIONS AND HIGHER LIMITS AVAILABLE
(Those who collect money or fees should be bonded)

*** NOTE:** Higher limits available upon request.

X. LAW ENFORCEMENT PROFESSIONAL LIABILITY COVERAGE:

Limit of Liability Per Occurrence	\$ 5,000,000
Limit of Liability Per Aggregate	\$ No Aggregate
Deductible	\$ 0

- A. PERSONAL INJURY
- B. WRONGFUL ACT
- C. HOT PURSUIT ENDORSEMENT

XI. BUSINESS ELECTRONIC EQUIPMENT COVERAGE:

- A. Combined Media and Extra Expense Coverage - \$ 100,000
- B. Computer Coverage- \$100,000
- C. System Breakdown Coverage Endorsement
 - 1. Mechanical Breakdown; Machinery Breakdown
 - 2. Short Circuit; Blow out; other Electrical Disturbance
 - 3. Electrical or Magnetic Injury

XII. BOILER AND MACHINERY:

- A. Repair of Replacement Coverage Included
- B. Direct Damage Coverage as follows: Unfired Pressure Vessels, Motors and Centrifugal Pumps. Internal Combustion Engines, Generators and
- C. Miscellaneous Electrical Apparatus

Deductible of \$ 2,500 Deductible \$ 776,171,257.00

XIII Cyber Liability Coverage: \$1,000,000

PREMIUM SUMMARY

I. COMPREHENSIVE MUNICIPAL LIABILITY	INCLUDED
II. FLEET LIABILITY	INCLUDED
III. FLEET (PROPERTY)	INCLUDED
IV. INLAND MARINE	INCLUDED
V. PROPERTY (FIRE)	INCLUDED
VI. VALUABLE PAPERS AND RECORDS	INCLUDED
VII. CRIME	INCLUDED
VIII. BONDS	INCLUDED
IX. WORKERS COMPENSATION	
X. POLICE PROFESSIONAL	INCLUDED
XI. BUSINESS ELECTRONIC EQUIPMENT	INCLUDED
XII. BOILER AND MACHINERY	INCLUDED
XIII. CYBER LIABILITY	INCLUDED

TOTAL PAR-PLAN ANNUAL PREMIUM: **\$ 129,851.00**

Sewer Back Up Coverage \$100,000 Per Occurrence/\$100,000 Aggregate

NOTE: The **MICHIGAN TOWNSHIP PARTICIPATING PLAN** is formed under the enabling legislation of Public Act #138. It is a 'fixed cost, fully reinsured, **non-assessable program**', controlled by the Board of Directors of the Michigan Township Participating Plan.

Charlevoix City Council

Consent Agenda

Title: MPPA Energy Waste Reduction and Clean Energy Plan

Date: November 7, 2022

Presented By:

Background:

The Charlevoix Electric Department's goal is to participate in the Michigan Public Power Agency's Clean Energy Plan to continue offering energy and cost-saving measures to its customers.

Following the December 31, 2021, sunset of Michigan's PA 342 Energy Waste Reduction (EWR) program requirements, the Michigan Public Power Agency (MPPA) partnered with Franklin Energy to develop and implement the 2022 Clean Energy Program, or CEP. The voluntary participation level and budget in the 2022 CEP program surpassed all previous PA 342 mandated EWR program offerings over the past 10 years. Franklin exceeded the year-to-date kWh savings goals, introduced new program offerings, and increased the level of local community involvement for MPPA members compared to previous years. Franklin was able to do this with competitive pricing and with flexibility for MPPA member participants to customize the program to meet community needs. Due to the success of the 2022 CEP and strong member interest in continuing the CEP, MPPA is offering the 2023 – 2025 CEP to its members. 18 members have chosen to participate and the total budget for participating MPPA members is \$2,554,165 per year. At the October 12, 2022, Board of Commissioners' meeting, the MPPA Board authorized execution of an agreement with Franklin Energy for the implementation of the 2023 – 2025 Clean Energy Program. The Agreement will only become effective after member participants have executed and returned their respective Letters of Authorization (LOA) to participate in the program.

Recommendation:

Motion to participate in MPPA's 2023 - 2025 Clean Energy Program with an annual budget of \$90,000 and authorize the City Manager to sign all required documents.

Attachments:

1. MPPA Authorization - 2023-2025 Clean Energy Program - Charlevoix



October 12, 2022

Subject: Letter of Authorization – 2023 – 2025 Clean Energy Program

With the expiration of the Energy Waste Reduction (“EWR”) requirements under the State of Michigan’s Public Act (“PA”) 295 as amended by 2016 PA-342, MPPA is contracting with Franklin Energy in calendar years 2023 – 2025 to offer implementation services of a voluntary Clean Energy Program (“CEP”). The CEP, administered within MPPA’s CEP Service Committee will allow participating cities to continue offerings EWR programs, as well as new and innovative offerings, to their end-use customers in a cost-effective, efficient manner.

The City of Charlevoix (“Charlevoix”), through its Member Authorized Representative, hereby authorizes participation in MPPA’s 2023 – 2025 CEP at a commitment level no less than \$90,000 per calendar year.

Member Authorized Representative:

Signature

Printed

Date

Charlevoix City Council

Consent Agenda

Title: Grand Traverse Band of Ottawa & Chippewa Indians Grant Application

Date: November 7, 2022

Presented By:

Background:

The Grand Traverse Band of Ottawa and Chippewa Indians (GTB) pays 2% of its video gaming revenue to local units of government through a grant process. GTB requires the local unit of government to endorse all grant submittals. Joppa House Ministries is seeking \$23,400 for their transitional home for women and children.

Recommendation:

Motion to authorize the City Manager to sign the 2% allocation grant application for Joppa House and forward it to the Grand Traverse Band of Ottawa and Chippewa Indians Tribal Council for their consideration.

Attachments:

1. Joppa House Grant Application

**Tribal Council Allocation of 2% Funds
Application Form**

PLEASE NOTE:

Under the terms of the consent decree, which settled *Tribes v. Engler* (Case No. 1:90-CV-611, U.S. Dist. Ct., West. Dist. Mich.), the Grand Traverse Band of Ottawa and Chippewa Indians, as defined in the stipulation, has agreed to pay 2% of its video gaming revenue to local units of government (i.e., local township, village, city, county board of commissioners, public school system).

***ONLY APPLICATIONS FROM LOCAL UNITS OF GOVERNMENT LOCATED WITHIN
GTB'S 6-COUNTY SERVICE AREA WILL BE CONSIDERED FOR 2% FUNDING**

1. Allocation Cycle: ☐ JUNE – New submission date, Postmarked by **MAY 31st**
☒ DECEMBER – New submission date, Postmarked by **NOVEMBER 30th**
2. Name of Applicant: City of Charlevoix - Joppa House Ministries
Address: 210 State St.
Charlevoix, MI 49720
Phone #: 231-547-3270 Fax #: 231-547-3617
Printed Name: Mark Heydlauff
- **Authorized Signature:** _____
(Signature of local unit of government official; e.g., county/city official, township supervisor, village president, college president, school superintendent)
- Title: City Manager
E-mail address: markh@charlevoixmi.gov
- Printed Name of contact person: Mark Heydlauff
Telephone #: 231-547-3270 Fax #: 231-547-3617
E-mail address: markh@charlevoixmi.gov
3. Type of Applicant: ☒ Local Government ☐ Local Court
☐ Township ☐ County Commissioner ☐ Road Commission
☐ Public School District ☐ College ☐ Charter School
☐ Public Library ☐ Sheriff/Police Department ☐ Fire Department
☒ 501c3 applying through local unit of government (name): Joppa House Ministries

4. Fiscal Data: Amount Requested: \$ 23,400 Percent: 13 %
 Local Leveraging: \$ 154,600 Percent: 87 %
 (Match)
 Total Budget: \$ 178,000 Percent: 100 %

5. Target Population numbers: X Children X Adults X Elders
 (Indicate the number of GTB members) Total GTB member Community Others

6. Counties Impacted: X Antrim X Benzie X Charlevoix
X Grand Traverse X Leelanau X Manistee

7. Brief Description (purpose of funding); include statement of need:

Joppa House Ministries (a 501c3 non-profit ministry of Third Day Fellowship Inc.) is a women's recovery residence that provides a safe and rehabilitative environment for women and their children (if applicable) to address addiction related issues.

As of September 2020 Joppa House has transitioned to strictly serving those with substance use disorders. Transitional housing is important for women working to recover from addictions. For many women who enter rehabilitation programs, it is important to leave their original environment to get help. Lack of emotional, mental, physical, and spiritual support in a person's family of origin is often the root cause of drug abuse. Home, work, social environments, former friends or family members can be detrimental and lead to a potential relapse for a recovering addict. Our recovery residences provide a clean, safe and supportive environment to develop healthy habits, life skills and learn the value of a daily routine that is free from drug and alcohol use. The transitional recovery-based housing that Joppa House Campuses provide are a critical step to help women in recovery find a stronger foothold before they enter independent living or return home ultimately leading to long-term recovery for her as an individual. Our program requires our 6 Module Life Skill Curriculum (Stepping Stones) and recovery programming (see attached). Each woman is required to adhere to the Outlooks to graduate the program. Weekly Case Management reviews their progress with the goal of empowering our residents to be gainfully employed and transition into independent living, becoming productive citizens of our society. Joppa House collaborates with recovery resources and referrals for mental health, medical needs, medically assisted treatment needs, human trafficking and domestic violence. Since transitioning in 2020 to a recovery residence, JH has served 34 women in recovery. Ten have graduated after successfully completing the program at our bi-annual graduation ceremony. Currently we have 10 women in residency, with the capability of serving 15 women through both residences, 801 State St and 803 State St. Joppa House Recovery Residences are affiliated with both the Michigan (MARR) and National associations of recovery residences (NARR). Due to skyrocketing costs, this grant funding will allow our staff and volunteers to continue to provide for resident needs such as: food (\$10,000.00), clothing, drug testing, auto expenses, house operational expenses, medical needs (\$2100.00), and utilities (\$11,300).

Joppa House boasts a 75% success rate (past and present) of empowered women sustaining independent living after receiving our training. Our staff and volunteers are closely involved in mentoring past residents, ensuring their success during their transition into independent living.

www.joppahouseministries.org

8. This question only pertains to Indian Education Programs of Public School Systems. If you are not an Indian Education Program of a Public School system, skip to question 9.

- (a) **Program formula: (1) \$5,000, up to \$10,000 per school district + (\$1,000, up to \$1,500 x # of GTB member students) = allocation. The increase to the formula will be determined by the previous timely 2% report received, and the data provided within the report on the success of the school's Indian Education Program as a result of the 2% allocation.**

Please note: 1) In completing this section, only provide the student numbers of currently enrolled GTB members; do not include the general Native American data of your school system; and 2) there will be a cap of \$100,000, up to \$125,000 per school, based on the school's GTB membership count and data provided within the 2% report received from the previous year.

- (b) Recommendation from Parent Committee: ☐ YES ☐ NO

Please have the Parent Committee sign the attached Certification Form.

- (c) Describe parent involvement in project: _____

- (d) Does the school receive Title VII Indian Education Funds? ☐ YES ☐ NO

If yes, how much: _____

9. What are the start and completion dates of the proposed project?

Start 1/1/23 Completion 12/31/23

10. Has applicant received prior awards through the Tribe's 2% funding allocation?

☒ YES ☐ NO. If yes, please list the start and end dates and amount:

1/1/22 - 12/31/22 and amounts: 21,500.00

1/1/21 - 12/31/21 and amounts: 14,000.00

1/1/20 - 12/31/20 and amounts: 11,200.00

11. Is the proposed project new _____ or a continuation project X?

If this is a continuation project, please explain why there is a need to continue funding:

Joppa House is a 501c3 non-profit organization totally dependent on private contributions, fundraising, and grant funding.

Joppa House has been operational for nearly 9 years, providing a safe, rehabilitative transitional housing for women in recovery.

Continued funding is needed to keep this program available to women and their children.

12. If the previous project has been completed, did you submit your 2% report? ☒ YES ☐ NO.
The 2% report must be submitted one year from the date you received your 2% award. If your report has not been submitted, your current application will not be considered! 2% Reports are mandatory for future grant considerations. Mail your 2% report to: Attn: 2% Reports; GTB, 2605 N.W. Bay Shore Drive, Peshawbestown, MI 49682.
13. Impact of Gaming on local program: (e.g., increase in student population, resulting from increase in Tribal employment or increase in emergency services to Casino patrons).
 Joppa House offers shelter and employment support to both Casino patrons and employees.

 The Casino has the potential to be employment opportunities for Joppa House residents.

14. How will the success of the project be assessed (evaluation plan)? Success is evaluated both quantitatively and qualitatively. Quantitative success is the number of women and children who have utilized our services. Qualitative success is measured by the long-term ability of past residents to maintain independent living. Joppa House boast a 75% success rate in both.
15. If new staff is required, will preference be given to Native American applicants?
☒ YES ☐ NO
16. Budget: Please attach a one-page itemization of the planned budget. Include explanation for each category of the budget.

IMPORTANT!! BEFORE YOU MAIL YOUR 2% APPLICATION, PLEASE REMEMBER TO:

- 1) Execute authorized signature on first page, question #2.
- 2) Attach 1-page budget
- 3) Attach Parent Committee Certification Form if application is from an Indian Education/Title VII Program.
- 3) Submit by appropriate deadline:
 - **If for June cycle, postmarked by May 31st.**
 - **If for December cycle, postmarked by November 30th.**

Mail completed 2% applications to:

**Attention: 2% Program
 Grand Traverse Band of Ottawa and Chippewa Indians
 2605 N.W. Bay Shore Drive
 Peshawbestown, MI 49682**

If you have any questions, please call 231-534-7601.

Grand Traverse Band of Ottawa and Chippewa Indians 2% Indian Education Parent Committee Certification Form

Instructions: By filling out this form, you are certifying that only one 2% application is being submitted for your school district's Indian Education/Title VII program.

We affirm that we have participated in providing information regarding the content of this 2% application for the Grand Traverse Band of Ottawa and Chippewa Indians (GTB).

We affirm that previous 2% reports have been submitted to GTB for 2% funding that this school district has received from GTB.

As current members of this school district's Parent Committee for the Indian Education Program/Title VII, we approve of and certify that this 2% application is being submitted on behalf of the _____ School District.
(Name of school district)

_____ Print Name	_____ Sign Name	_____ Date
_____ Print Name	_____ Sign Name	_____ Date
_____ Print Name	_____ Sign Name	_____ Date
_____ Print Name	_____ Sign Name	_____ Date
_____ Print Name	_____ Sign Name	_____ Date
_____ Print Name	_____ Sign Name	_____ Date

JOPPA HOUSE 801/803 CAMPUS
PROJECTED BUDGET 2023

INCOME		NOTES	EXPENSE	
RESIDENTS	\$ 40,000.00		ADVERTISING	\$ 7,500.00
FUNDRAISING	\$ 63,000.00		AUTO/FUEL	\$ 2,000.00
CONTRIBUTIONS	\$ 51,600.00		BANK CHARGES/FEES	\$ 100.00
GRANTS	\$ 23,400.00		BENEVOLENCE	\$ 200.00
TOTAL	\$ 178,000.00		CHARITABLE CONTRIBUTIONS	\$ 100.00
			CONFERENCES	\$ 200.00
			COTTAGE INDUSTRY	\$ 750.00
			CURRICULUM	\$ 500.00
			DUES	\$ 1,200.00
			DISCRETIONARY FUND	\$ 2,000.00
			ENCOURAGEMENT	\$ 1,000.00
			FUNDRAISING EXPENSE	\$ 500.00
			HEALTH INS (H.S.A.)	\$ 1,200.00
			INSURANCE	\$ 9,000.00
			LANDSCAPING EXPENSE	\$ 650.00
		PAYROLL	PAYROLL EXPENSE	\$ 116,000.00
		Part time \$24,000.00	OFFICE SUPPLIES	\$ 800.00
		Director \$50,000.00	PASTORAL EXPENSE	\$ 1,000.00
		Asst. Dir. \$42,000.00	POSTAGE	\$ 500.00
			RELIEF FUND	\$ 1,000.00
			REPAIRS/MAINTENANCE	\$ 3,500.00
			RETIREMENT FUND	\$ 1,200.00
		House Operational	GROCERIES/FOOD	\$ 10,000.00
		Expense	CLOTHING	\$ 300.00
			DRUG TESTING	\$ 500.00
			AUTO EXPENSE	\$ 1,000.00
			MEDICAL NEEDS	\$ 300.00
			ACTIVITIES	\$ 2,500.00
		Utilities	PHONE	\$ 1,200.00
			ELECTRIC	\$ 6,000.00
			HEAT	\$ 2,500.00
			TRASH	\$ 1,000.00
			INTERNET	\$ 1,800.00
			TOTAL	178,00.00



10/7/22

Congratulations!

The following recovery locations have been certified:

- (10 beds) 801 State St. Charlevoix, MI 49720
- (5 beds) 803 State St. Charlevoix, MI 49720

Joppa House Ministries is a Level 3 MARR accredited operator. Your program will be listed under the 'Accredited Operators' tab on our website (michiganarr.com). Feel free to present your certification proudly by adding the MARR and NARR Certified Residence logos to your own website. In the unlikely scenario that your certification is ever revoked, you must remove them from all publications.

We trust that you will continue to work diligently to hold up each of these standards to ensure the best possible care for your residents. In the event that any changes are made to your program, such as the opening or closing of a home, etc. MARR must be notified within 30 days of said changes and your Certemy profile must be updated. Be sure to mark your calendar for your annual site review on **10/12/23**. We will be in contact within 1 month of your certificate's expiration date to schedule reinspection.

See you next year!

-The MARR Team

MARR – MICHIGAN ASSOCIATION OF RECOVERY RESIDENCES

The Michigan Association of Recovery Residences, Inc. (MARR) located in Holland, is the Michigan statewide affiliate of the [National Alliance for Recovery Residences](#), Inc. (NARR)

The term “Recovery Residence” was adopted by NARR and refers to standards-based recovery housing. As the sole Michigan NARR Affiliate, MARR certifies provider compliance with the NARR standards and code of ethics. The standard is based upon the Social Model of Recovery Philosophy (Social Model) which emerged in California some 70 years ago, attracted science – based academic researchers over the following decades which, in turn, led to Social Model expanding nationwide in the late 60’s. Recovery – oriented housing founded on Social Model principles continues to be studied academically due to its proven effectiveness in promoting and sustaining long-term recovery.

MARR’s objectives are to:

- Certify Michigan recovery residences to the NARR standards.
- Publish a directory of certified recovery residences in Michigan.
- Provide trainings in the NARR standards.

Levels

Each level implements the social model to varying degrees and offers distinctly different service intensities.

Level 4 residences are state-licensed treatment providers who blend the “Medical Model” and “Social Model” to create a relatively more supportive environment for the person in recovery.

* **Level 3** residences offer a paid staff supportive environment that offers life skills training and peer-based recovery supports. – *SoPPA House Recovery Residences*

Level 2 residences have unpaid staff who monitor resident participation in individual and community recovery activities.

Level 1 residences are democratically run homes where the residents self-govern by a set of “house rules” and share monthly expenses.

In contrast to a rating system (e.g. one star versus four-star), the NARR Levels distinguish between types (categories) of recovery residences, which differ in the kind and intensity of services and supports they provide. One Level of support is not better than another, just different. Diversity within the continuum is important, because recovery is a process. Individuals need various types and levels of support at different stages of recovery. Matching an individual with the appropriate level of support is both recovery supportive and cost-effective.

Standards

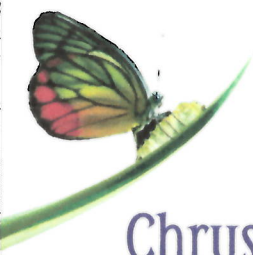
The standards were initially developed through an intensive collaboration between regional, state, and local organizations supporting recovery residences nationwide.

The initial NARR standard for recovery residences was first introduced in 2011, and following similar collaborative processes, the NARR standards have been refined over the years and have been compiled into the NARR Standards Version 3.0.

This set of standards has been adapted by MARR and reflects the consensus of NARR affiliates that the Social Model, implemented in varying degrees, is the foundation for all four support levels.

The Joppa House 6

– Outlooks to Independence and Healing –

Outlook	Primary Objectives	Overall Outlook Goals
 Chrysalis Outlook #1 INTAKE	• Provide ID, sign intake, read resident handbook, settle into room & the house • Acquire a Counselor • Acquire a Primary Care Physician • Apply for Social Services • Connect with Recovery Meetings • Find a Sponsor & Peer Recovery Coach • Meet with Case Manager(s) to set up a treatment plan & relapse prevention plan • Medication review • Immediate Goals	• 2 week Probation Period • Attend 5 Meetings/wk • Church & Bible Study • Legal Obligations • Approved visits • Complete <i>Stepping Stones</i> Module One (Purple)
 Thistle Outlook #2 Employment and Finances	• Identify work strengths & interests (passions & giftings) • Resume Writing/Application & Interview Skills • Job Search/Secure Employment/Vocational Education • Develop a short & long term employment and/or educational plan • Address barriers to employment • Budgeting/Spending Diary (Savings for 1st & last month's rent) • Pay Program Fees • Begin attending recovery meetings • Develop a relapse plan	• Attend 5 meetings per week • Obtain employment and/or educational opportunities • Fulfill any legal obligations • Approved visits • Complete <i>Stepping Stones</i> Module Five (Green)
 Emperor Outlook #3 Finding Balance	• Choose weekly activities; establish hobbies & skills • Monitor stress & sleeping habits • Set long term goals and action plan to achieve those goals • Review budget/financial plan/savings/responsibilities/banking • Continue recovery meetings/Relapse Plan review • Mindfulness & S.M.A.R.T. Goal Setting	• Attend 4 meetings a week • Fulfill legal obligations • Approved visits • Complete <i>Stepping Stones</i> Module Six (Brown)

Outlook	Primary Objectives	Overall Outlook Goals
 Admiral Outlook #4 Loving Self / Spiritual Emphasis	• Self Care • Nutrition planning/training/health goal setting/exercise plan • Commit to regular exercise • Commit to healthy eating habits • Follow your set budget • Devotional study & journaling/personalized study • Focus on growth, personal faith story/presentation, identity in Christ/spiritual gifts • Find or be assigned a mentor • Continue recovery meetings • Relapse Plan Review	• Attend 3 meetings a week • Fulfill legal obligations • Approved visits • Complete <i>Stepping Stones</i> Module Two (Yellow)
 Swallowtail Outlook #5 Giving Back	• Passions Identification • Volunteer at a local non-profit three (3) hours per week • Present to Case Manager(s)/ House Director "Why Giving Back Matters" • Mentor new housemates	• Attend 3 meetings a week • Community Service • Fulfill Legal Obligations • Approved visits • Complete <i>Stepping Stones</i> Module Four (Blue)
 Monarch Outlook #6 Transition and Preparation for Graduation	• 6 to 9 Months of sobriety and successful completion of all 6 Joppa House Outlooks • Developing an exit plan: • Complete Outlook 6 Packet which includes: • Community Resources • Housing (sufficient housing procured) • Savings for rent deposits • Support group • Meetings • Your support community / plans for when independent and able to sustain independent living • Have a budget in place to support housing/ personal needs • Employment & vehicle for employment • Review recovery plan/ relapse prevention plan • Review future goals	• Attend 2 meetings a week • Community Service • Fulfill Legal Obligations • Approved visits • Complete <i>Stepping Stones</i> Module Three (Pink) • Relapse Prevention Plan • Exit Plan

Charlevoix City Council

Consent Agenda

Title: Approval of Fuel Contract with Circle K Holiday

Date: November 7, 2022

Presented By:

Background:

The current contract with Circle K Holiday to provide diesel fuel and gasoline for the City's fleet was due to expire, so in mid-October, the City advertised this service and on October 26, 2022, we opened one bid. See attachment. The bid also includes a 10 cent discount on all gallons purchased.

We have contracted with Circle K Holiday to provide diesel fuel and gasoline for many years now and have never had an issue with the product being supplied.

Recommendation:

Motion to accept the bid, as presented by Circle K Holiday and authorize the City Manager to sign all required documents.

Attachments:

1. Fuel Bid Tab 2022



CITY OF CHARLEVOIX

Fuel Bid

Bid Opening at City Hall

2 pm

October 26, 2022

Bidder Name	Comments
Circle K Holiday	10¢ off for all gallons fueled

Charlevoix City Council

Consent Agenda

Title: Low Service Pump Electrical Improvements: \$63,966.00

Date: November 7, 2022

Presented By:

Background:

The original Water Treatment Plant (WTP) construction project in the late 1980s included the installation of three Low Service Pumps (LSP). The pumps operate at full speed. Operator positioning of the discharge isolation valve at each pump is used to adjust flow rates as required. This was common practice when the WTP was constructed.

The electrical improvements provide VFD (variable frequency drive) for each LSP. This will allow pump motor speed adjustments at the VFD while allowing the discharge isolation valves to be fully open. This will facilitate operator flow rate adjustment, reduce power consumption, and extend the useful life of the pumps. This will also extend the life of the discharge isolation valves.

Recommendation:

Motion to award construction of Water Treatment Plant Low Service Pump Electrical Upgrades to J Ranck Electric for an amount not to exceed \$63,966.00 and authorize the City Manager to sign all necessary documents.

Attachments:

1. Award Recommendation Letter

November 1, 2022

Mr. Mark Heydlauff
City Manager
210 State Street
Charlevoix, MI 49720

RE: Bid Tabulation
Water Treatment Plant
Low Service Pump Improvements

Dear Mr. Heydlauff:

Bids for the referenced project were opened at 11:00 AM, Thursday, October 27, 2022, at Charlevoix City Hall at 210 State Street, Charlevoix, MI 49720. Bids were received from two (2) bidders. The bid tabulation is attached for reference. J Ranck Electric, located in Mount Pleasant, MI, was the low bidder with a bid price of \$63,966.00. This bid is very close to our cost estimate.

Based on recent correspondence and discussions today with their estimator, Cody Madlem, J Ranck Electric appears to have a good understanding of the project scope and schedule. Prein& Newhof and Century A&E believe they are qualified to complete this project. We recommend the City proceed with award to J Ranck Electric.

If you have any questions or require additional information, please feel free to contact me.

Sincerely,

Prein&Newhof



Catherine A. Prein, P.E.

Enclosure: Bid Tabulation

cc: Mr. Nick Hilling

Bid Tabulation Summary

Bid Date:

October 27, 2022

Bid Time (Local):

11:00 AM

Owner:

City of Charlevoix

Project Title:

Water Treatment Plant - Low Service Pump Electrical Improvements

Project #:

2220789

Number	Contractor Name	Bid Amount
1st	J. Ranck Electric 1993 Gover Parkway, Mt. Pleasant, MI 48858	\$63,966.00
2nd	Shoreline Power Services 6724 East Railway Commons, Williamsburg, MI 49690	\$174,038.00

Bid Tabulation

Owner: City of Charlevoix		1st J. Ranck Electric 1993 Gover Parkway Mt. Pleasant, MI 48858	2nd Shoreline Power Services 6724 East Railway Commons Williamsburg, MI 49690
Project Title: Water Treatment Plant - Low Service Pump Electrical Improvements			
Bid Date & Time: October 27, 2022 at 11:00 AM	Project #: 2220789		
BID SUMMARY			
Base Bid		\$63,966.00	\$174,038.00
MAJOR EQUIPMENT			
1	Variable Frequency Drives (Section 26 29 23)		
Base Bid: Square D		\$63,966.00 ¹	\$49,114.00

Note: 1. The as received bid on the Major Equipment page indicated that the Variable Frequency Drive Cost for the Square D VFDs was \$63,699 which matched the project cost on the Bid Proposal cover sheet. The Owner requested a post bid clarification for the Variable Frequency Drive Cost. The clarification indicated a cost of \$26,072 for the Base Bid Square D VFDs.

Charlevoix City Council

Public Hearings and Actions Requiring Public Hearings

Title: Set Public Hearing: Hold Deer Cull

Date: November 7, 2022

Presented By: Rob Scholey- Acting Police Chief

Background:

Since the fall of 2018, we have been discussing concerns that there are too many deer within the City. The concerns stem from the destruction of private property the deer are causing, car/deer accidents, and general concerns of over-population. In the past, Michigan DNR biologists have presented multiple solutions to Council on methods to distract deer from coming onto resident's property by planting different vegetation, utilizing deterrent sprays, fencing, and reducing overgrown areas. A deer cull was also discussed as an option. The City implemented a complaint form on the city's website to record complaints.

We first instituted the complaint form in 2019 and, as Council is aware, we continue to get resident complaints both through this form and at meetings. If you would like to again consider a deer cull, we can bring relevant officials from the USDA and/or DNR to the meeting to discuss the options with you further. This would also be a good chance to give the public further opportunities to weigh-in on the matter.

Recommendation:

Motion to set a hearing for Monday, November 21, 2022 at 6pm in the Council Chambers of City Hall on the potential of holding a deer cull.

Attachments:

None

Charlevoix City Council

All Other Actions and Requests

Title: Appointment of Interim Police Chief and Future Chief Search

Date: November 7, 2022

Presented By: Mark Heydlauff, City Manager

Background:

As you know, I initiated an independent investigation of a workplace matter involving Chief Doan on October 14. He retired from his post on November 1. The investigation should be completed soon.

Going forward, it is important to have a plan for short-term and long-term leadership of the department. Deputy Chief Rob Scholey handled matters well in Chief Doan's absence and on November 2, I named him Acting Chief of Police. Section 3.11 of the City Charter notes that a "majority vote of the entire Council" is necessary to appoint a Chief of Police. In discussing this with the City Attorney, he believes my ability to appoint is limited; to confirm this "acting" status, I recommend the Council appoint Deputy Chief Scholey as the Interim Police Chief while we conduct a search for a permanent replacement.

Short of hiring the City Manager (and perhaps I'm selfish in my suggestion of that), the Police Chief is the most significant hire the Council is authorized to make under the Charter. The risk management responsibility of an armed police force, the challenges in policing today, and the importance of the relationship with the community make it a unique position. Many communities use a third-party, professional recruitment and search firm to recruit the right candidate and professionally analyze those who apply. Extensive background checks and psychological exams are often used to further vet candidates to ensure a good fit for the department and the community.

At minimum, I suggest we have some discussion soon about the qualities we expect in our next Chief and opportunities for the direction of the department going forward. Thankfully, we have been able to maintain our full-time ranks, but nationally there are a lot of headwinds towards policing. We need to ensure our next Chief can continue in this direction. A facilitated search process can be helpful in this regard. If Council was willing to have a search firm, I expect I could recommend a firm at your next meeting or move forward even in advance of November 21.

I look forward to working with Council and our residents to select this key position for the future of the City.

Recommendation:

Motion to appoint Robert Scholey as the Interim Chief of Police.

Council discussion and direction.

Attachments:

None

Charlevoix City Council

All Other Actions and Requests

Title: Mayoral Appointments

Date: November 7, 2022

Presented By: Luther Kurtz- Mayor

Background:

Mayor Kurtz advised he may make appointments to the following vacant positions.

- Planning Commission, with a term expiring April 2025
- Planning Commission, with a term expiring April 2025
- Downtown Development Authority Board, with a term expiring April 2023

Recommendation:

Motion to confirm the appointment of xxx to the Planning Commission with a term to expire April of 2025

Motion to confirm the appointment of xxx to the Downtown Development Authority Board of Directors with a term to expire April of 2023.

Attachments:

None

Charlevoix City Council

Reports and Communications

Title: City Manager's Comments

Date: November 7, 2022

Presented By:

Background:

A. Mason Street Improvements

Last month, I presented preliminary plans to the DDA for the improvement of Mason Street and the adjacent parking lot. This plan includes the concepts and elements outlined in the Alley Corridor Vision Implementation Plan adopted by Council last year, including brick pavers, landscaping, and more pedestrian-friendly design. We currently estimate the parking lot portion of the project to cost around \$700,000. The DDA pledged to contribute \$100,000 toward this project if it included these design elements and was completed next year. I am meeting on Monday with the Tip of the Mitt Watershed Council to see if we can qualify this project for green storm water infrastructure grants. As discussed before, the landscaping and pavers have a nice aesthetic effect, but they also provide improvements for the treatment and reduction in storm water runoff also. Presently, we expect to send this project out for bid in December with construction anticipated in March or April. We are also coordinating with DTE, who will be continuing their gas line work down Mason Street prior to any construction we do. The Mason Street project is necessary to complete the reconstruction of Antrim Street sometime in the future; it is helpful that the DTE work can be coordinated to fully bury all utilities at once rather than additional work in the future.

B. Northside Asphalt Work

The crushing and repaving of several streets on the northside was completed in late October and turned out very nicely. We did have an unexpected and sizable repair under US 31 at Mercer Avenue. The cause of this is not conclusively determined but based on location, the expectation is that it ultimately was caused by the massive water main rupture in the same area about 5 years ago. Over time, soil continued to wash away such that a gap finally opened and caused the road to sink. This intersection had a cement base which held it together longer than it otherwise would have. The timing of this allowed MDOT to fix it about the same time the rest of the paving was going on so that disruptions were limited. I appreciate our staff who scrambled road closure signs and assisted MDOT staff and their subcontractors from the Otsego County Road Commission.

C. Michigan Spark Grant Opportunity

Recreation Director Kent Knorr is working on opportunities to apply for a new round of recreation grant funding offered by the Michigan DNR. Funded from recent federal money, Michigan Spark Grants will support projects that provide safe, accessible, public recreation facilities and spaces to improve people's health, introduce new recreation experiences, build on existing park infrastructure and make it easier for people to enjoy the outdoors. We understand there will be three different rounds of grants over the next several months and we expect to apply for grants in each round. Projects need to be at least \$100,000 and not more than \$1 million with no local match required. We have identified the phase 2 trail improvements connecting the beach and the bluff of Lake Michigan Beach Park as a prospective project that would meet the goals of this program. Edgewater Resources

is preparing a proposal to submit for this and conducting engineering and project management if we are successful. Beyond this, we'll look to the projects identified in our recently completed Recreation Master Plan for future projects within the scope of this grant.

Recommendation:

Attachments:

1. Brookside Cemetery Improvement Fund
2. Canopy Fund
3. Dog Park Endowment
4. Mt. McSaubu Recreational Fund
5. Housing Commission Meeting Minutes from 09/20/2022
6. DDA Work Session Meeting Minutes from 09/23/2022
7. DDA Meeting Minutes from 09/26/2022

Mark Heydlauff
 City Manager
 City of Charlevoix
 210 State Street
 Charlevoix, MI 49720

Brookside Cemetery Improvement Fund
 Designated - Endowed
 Quarterly Fund Statement
 July 01, 2022 through September 30, 2022

	Current Period	Year-to-Date
Beginning Fund Balance – January 01		\$17,671.88
Contributions and Income		
Interest/Dividend Income	63.66	173.25
Realized Gains (Losses)	0.00	975.86
Unrealized Gains (Losses)	(829.71)	(5,225.99)
Distributions and Expenses		
Foundation Administrative Fees	(35.17)	(121.43)
Grant/Scholarship Distributions	(0.00)	(676.00)
ENDING FUND BALANCE – September 30, 2022		\$12,797.57
Principal Balance		\$8,800.00

No grants were made this period.

Mark Heydlauff
 City Manager
 City of Charlevoix
 210 State Street
 Charlevoix, MI 49720

Charlevoix Canopy Fund
 Designated - Non-Endowed
 Quarterly Fund Statement
 July 01, 2022 through September 30, 2022

	Current Period	Year-to-Date
Beginning Fund Balance – January 01		\$17,630.25
Contributions and Income		
Gifts Received	0.00	720.00
Interest/Dividend Income	69.19	184.08
Realized Gains (Losses)	0.00	1,012.27
Unrealized Gains (Losses)	(901.84)	(5,491.49)
Distributions and Expenses		
Credit Card Processing Fee	(0.00)	(16.77)
Foundation Administrative Fees	(38.23)	(128.03)
ENDING FUND BALANCE – September 30, 2022		\$13,910.31
Principal Balance		\$0.00

No grants were made this period.

Mark Heydlauff
 City Manager
 City of Charlevoix
 210 State Street
 Charlevoix, MI 49720

City of Charlevoix Dog Park Endowment
 Designated - Endowed
 Quarterly Fund Statement
 July 01, 2022 through September 30, 2022

	Current Period	Year-to-Date
Beginning Fund Balance – January 01		\$51,648.94
Contributions and Income		
Gifts Received	3,000.00	3,250.00
Interest/Dividend Income	93.01	239.12
Unrealized Gains (Losses)	(1,557.58)	(8,605.02)
Distributions and Expenses		
Foundation Administrative Fees	(64.72)	(79.65)
ENDING FUND BALANCE – September 30, 2022		\$46,453.39
Principal Balance		\$33,690.69

No grants were made this period.

Mark Heydlauff
 City Manager
 City of Charlevoix
 210 State Street
 Charlevoix, MI 49720

Mt. McSaubia Recreational Area Fund
 Designated - Endowed
 Quarterly Fund Statement
 July 01, 2022 through September 30, 2022

	Current Period	Year-to-Date
Beginning Fund Balance – January 01		\$13,697.28
Contributions and Income		
Interest/Dividend Income	51.31	139.62
Realized Gains (Losses)	0.00	786.45
Unrealized Gains (Losses)	(668.67)	(4,211.73)
Distributions and Expenses		
Foundation Administrative Fees	(28.35)	(97.87)
ENDING FUND BALANCE – September 30, 2022		\$10,313.75
Principal Balance		\$10,050.00

No grants were made this period.

CHARLEVOIX HOUSING COMMISSION

210 WEST GARFIELD ST.
CHARLEVOIX, MICHIGAN 49720
(231) 547-5451



PROJECT
PINE RIVER PLACE

REGULAR MEETING

CHARLEVOIX HOUSING COMMISSION

Tuesday, September 20, 2022

2:00 P.M.

PINE RIVER PLACE COMMUNITY ROOM

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

Others Present: Dan Murray CHC-Maintenance Supervisor, Annessa Haist-Director, MPH/CHC, Cindy Morris CHC-Occupancy Specialist and Residents of Pine River Place.

Chairperson Mills Lee called the Meeting to Order at 2:00 p.m.

ADDITIONS TO THE AGENDA: NONE

Approval of the August 16, 2022 Meeting Minutes, Payables and Financials.

Motion by Commissioner Buday, seconded by Commissioner Crandall to approve and accept the regular meeting minutes, payable and financials as presented for August 16, 2022.

Ayes: Lee, Crandall, Waddell, Buday

Nays: None

Absent: None

OLD BUSINESS: Developer RFP in Process – Commissioners had multiple comments and questions engaging in a period of discussion from all. Options were left open. Looking forward to hearing the proposals moving forward.

NEW BUSINESS: NONE

Executive Director's Report:

Resolution VII-2022 Flat Rent – FMR 2023

Motion by Commissioner Buday, seconded by Commissioner Crandall to approve Resolution VII-2022 as written.

Ayes: Lee, Crandall, Waddell, Buday

Nays: None

Absent: None

The Commissioners were let be aware Annessa Haist-Director MPHC/CHC had the hallways and all common areas sprayed and sanitized prior to the Fall/Winter season upon us soon, and active Covid cases in the building.

Director Haist was hoping to have a consultant here or over the phone to speak today regarding the Developer RFP unfortunately he was unable, family. Will be calling to reschedule the date.

CFP updates were given by Dan Murray/Maintenance Supervisor CHC. Parking lot seal coating and soft wash of vinyl, windows, and screens. Spoke briefly also on the new compactor, the inspection of the boilers and the make-up air system. All positives.

Commissioners were updated on the Insurance Refund that was given to the CHC/Pine River Place. Director Haist reached out to them and did receive a positive response.

Mt. Pleasant – CGE/EPC was discussed minimally by Director Haist letting the Commissioners be aware it is officially closed. Any future developments will be reported.

Public Comment on subjects unrelated to Agenda Items:

Resident spoke positively letting everyone know how appreciative they were of vinyl, window and screens being cleaned. Several other residents agreed. Thank you.

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 October 18, 2022 at 2:00 p.m. at the Pine River Place Community Room at 210 W. Garfield St., Charlevoix, MI. 49720

City of Charlevoix
Downtown Development Authority Work Session minutes
Friday, September 23, 2022 - 8:00 AM
Council Chambers, City Hall

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

Chair: Maureen Owens
Members Present: Sam Bingham, Liam Dreyer, Annie Oosthuizen, Paul Silva (virtually)
Members Absent: Mayor Luther Kurtz, Ron Way
Staff Present: Lindsey Dotson, Executive Director
Others Present: Sarah VanHorn, Amanda Wilkin

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

6. Reports

7. Old Business

A. Property Acquisition Discussion

Lindsey Dotson, DDA Director

Director Dotson shared updated information that had become available since this topic was first addressed during the Regular Meeting in August. The request for a proposal to purchase the property located at 109 Hurlbut is due on September 30th . The board discussed aspects of the request and information related to other offers that had already been received by the property owner. Members present agreed that a formal discussion during the next regular meeting on September 26th would be a practical next step. During that regular meeting it was requested that Director Dotson supply a draft Letter of Intent that would request a 60-day extension to give time for the DDA to consider all factors of property acquisition including an extrication plan, incentives, and other partners that could help aid the outcome of a private development project on the property that would be required to include market rate housing units.

8. New Business

9. Public Comment

None.

10. Request for Future Agenda Items

11. Board Comments

12. Adjourn

Meeting adjourned at 8:45 a.m.

Lindsey Dotson, Executive Director

Maureen Owens, Chair

City of Charlevoix
Downtown Development Authority Meeting minutes
Monday, September 26, 2022 - 5:30 PM
Council Chambers, City Hall

1. Call to Order

The meeting was called to order at 5:30 p.m. by Chair Owens.

2. Pledge of Allegiance

3. Roll Call

Chair: Maureen Owens

Members Present: Sam Bingham, Kirby Dipert, Liam Dreyer, Annie Oosthuizen, Ron Way

Members Absent: Mayor Luther Kurtz, Paul Silva

Staff Present: Lindsay Dotson, DDA Director

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

Motion by Member Bingham, seconded by Member Way to approve the Consent Agenda as presented.

Motion carried by unanimous voice vote.

A. Minutes for August 22, 2022 Regular Meeting

Motion to approve the minutes as presented.

B. Financial Report

Motion to approve the Financial Report as presented.

6. Reports

A. Director's Report

Lindsey Dotson, DDA Director

7. Old Business

A. Portable Restrooms

Lindsey Dotson, DDA Director

Chair Owens suggested that since Member Silva is absent, the item be moved to the October meeting, the Board concurred.

B. DDA Restructuring Update

Lindsey Dotson, DDA Director

Chair Owens stated that since the last meeting the Board requested Director Dotson compile a list of people that the Board needed to meet with and those meetings have occurred and they have come up with a plan to move forward. Chair Owens stated the 30-day notice was sent to Michigan Main Street and the DDA will formally end their agreement and partnership with them on October 14, 2022. Director Dotson stated the agenda packet included an overview of all their programming.

Chair Owens opened the item for public comment, seven were heard.

Motion by Member Dreyer to reconsider leaving Main Street. Member Dipert stated Member Dreyer would not be entitled to make the motion as he did not vote in the affirmative on the original motion in August, and that once action has started and a decision is made it really can not be rescinded. Member Dreyer then asked if there was a difference between a motion to reconsider and a motion to rescind. Member Dipert stated a motion to reconsider would have had to happen at the same meeting and a motion to rescind can be done at any reasonable time but has to be done by someone voting in the affirmative.

Chair Owens stated the Board looks forward to moving forward in a positive way and they were not looking at any programmatic changes at all.

C. Property Acquisition

Lindsey Dotson, DDA Director

Item removed from the agenda.

8. New Business

9. Public Comment

10. Request for Future Agenda Items

11. Board Comments

12. Adjourn

The meeting was adjourned at 6:00 p.m.

Sarah J. Dvoracek/fgm

Maureen Owens, Chair

Charlevoix City Council

Reports and Communications

Title: Mayor and Council Comments

Date: November 7, 2022

Presented By:

Background:

Recommendation:

Attachments:

None