

City of Charlevoix
City Council Regular Meeting Minutes
Monday, February 6, 2023 - 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 Gennett. The Council, staff, and members of the public rose and recited the Pledge of Allegiance.

2. Roll Call

Mayor: Lyle Gennett

Members Present: Shane Cole, Aaron Hagen, Janet Kalbfell, Phil Parr

Members Absent: Mark Knapp, Richard Spring

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

A. Oath of Office-Chief of Police

Sarah Dvoracek, City Clerk

Clerk Dvoracek administered the Oath of Office to newly appointed Chief of Police Jill McDonnell.

4. Inquiry Regarding Conflicts of Interest

Council Member Hagen stated he has a conflict of interest regarding item 7A. Proposals for Non-Motirized Watercraft Rental for City Beaches.

5. Consent Agenda

Motion by Parr, seconded by Hagen to approve the consent agenda as presented.

Yeas: Hagen, Cole, Kalbfell, Parr

Nays: None

Absent: Knapp, Spring

Motion carried.

A. City Council Meeting Minutes - January 16, 18, 23, 26, 2023

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
01/19/2023	Special Accounts Payable Run	\$67,031.54
01/20/2023	Payroll (net pay)	\$113,790.60
01/20/2023	Payroll Transmittal Checks	\$5,476.82
02/03/2023	Payroll (net pay)	\$98,417.41

02/27/2023	Regular Accounts Payable	\$180,609.10
01/17/2023-02/03/2023	ACH/WIRE Payments	\$523,905.12
01/16/2023	Special A/P Tax Disbursement	\$323,601.83
01/26/2023	Special A/P Tax Disbursement	\$271,553.51
Grand Total		\$1,590,229.65
To view the entire accounts payable and payroll check registers, please Click here.		

C. BESS Capacity Power Purchase Commitment Authorization for \$223,171

Motion to approve the MPPA's Power Purchase Commitment Authorization and participate in the Battery Energy Storage Systems Capacity Purchase and Sale Agreement with White Ox LLC and authorize its execution by John Griffith, Electric Department Director, Charlevoix's Member Authorized Representative, as presented.

6. Public Hearings and Actions Requiring Public Hearings

A. Set Public Hearing for FY 2024 and FY 2023 Budget Amendment

Mark Heydlauff, City Manager

Mayor Gennett opened the item for public comment. None were heard.

Motion by Cole, seconded by Kalbfell to set a Public Hearing on Ordinance 837 and Ordinance 838 for March 6, 2023 at 6 p.m. in the City Council Chambers, 210 State Street, Charlevoix, MI and direct staff to make all necessary public notices to comply with the Charter and the Truth in Taxation Act.

Yeas: Hagen, Cole, Kalbfell, Parr

Nays: None

Absent: Knapp, Spring

Motion carried.

7. All Other Actions and Requests

A. Proposals for Non-Motorized Watercraft Rental for City Beaches

Kent Knorr, Recreation Director

Council Member Hagen left the dais 6:09 p.m.

Director Knorr stated the Recreation Department published a request for proposals for concessions and kayak rentals for Ferry Beach and Depot Beach. Mr. Knorr stated the City received two very good proposals. Both businesses that submitted proposals will provide a brief presentation of their business plan. Mr. Knorr stated that one of the businesses that submitted a proposal is owned by Jennifer Fruk. Ms. Fruk is the Chair of the Recreation Advisory Committee which has no direct connection to the bid process.

Marcel Gensler and Joshua Paris, owners of Charlevoix Adventure Co., LLC gave a brief explanation of their business plan and future plans for the concession building. Mr. Gensler

answered questions from the Council.

Jennifer Fruk owner of Driftwood Adventures, LLC presented Council with a brief powerpoint presentation. Ms. Fruk gave an explanation of her business plan and her background. Ms. Fruk answered questions from the Council.

Mr. Knorr answered questions from Council Members.

Mayor Gennett opened the item for public comment. None were heard.

Motion by Parr, seconded by Cole to award Charlevoix Adventure Co., LLC the non-motorized boat and watercraft rental for Ferry Beach and authorize the City Manager to move forward with signing a concession agreement with the selected vendor.

Yeas: Cole, Kalbfell, Parr

Nays: None

Absent: Knapp, Spring

Abstain: Hagen

Motion carried.

Council Member Hagen returned to the dais.

B. Camp McSauba Updates

Kent Knorr, Recreation Director

Kent Knorr stated that last year Camp McSauba filled up in a record 90 minutes for all eight-week available sessions. Mr. Knorr stated, to ensure that our City residents and Charlevoix Townships residents would have the first opportunity for their children to attend camp, that City Staff recommended a three-day registration period for City and Charlevoix Township residents only. City staff would then close registration for three days to verify all applicants are in fact City or Charlevoix Township residents. Then, if any openings are available, registration would then be opened to the rest of the community. Mr. Knorr stated that he has worked with the current software company to make the registration process easier for parents. Mr. Knorr answered questions from Council Members.

Mayor Gennett opened the item for public comment. None were heard.

Motion by Hagen, seconded by Cole to approve the new fees and the registration process for Mount McSauba Day Camp as presented.

Yeas: Cole, Hagen, Kalbfell, Parr

Nays: None

Absent: Knapp, Spring

Motion carried.

8. Reports and Communications

A. Public Comment

B. City Manager's Comments

- Welcomed Brian Ewalt as our new Airport Manager
- Acknowledged Water and Wastewater Plant Employees

C. Mayor and Council Comments

Mayor Gennett thanked Interim Chief of Police Rob Scholey and acknowledged the entire Police Department for their dedication during the transitional period.

9. Other Council Business

10. Adjourn

Mayor Gennett adjourned the meeting at 6:41 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor