

City of Charlevoix
City Council Regular Meeting Minutes
Monday, February 20, 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, Mark Knapp, Phil Parr

Members Absent: Richard Spring

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

4. Inquiry Regarding Conflicts of Interest

Council Member Hagen stated he may recuse himself from item 7A. depending on Council's thoughts. After discussion, Council concurred that Council Member Hagen does not have a conflict because he does not utilize parking spots for outdoor seating.

5. Consent Agenda

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

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

Yeas: Parr, Knapp, Cole, Kalbfell, Hagen

Nays: None

Absent: Spring

Motion carried.

A. City Council Meeting Minutes - February 6, 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
02/17/2023	Payroll Transmittal Checks	\$5,476.82
02/17/2023	Payroll (net pay)	\$96,931.52
02/21/2023	Regular Accounts Payable	\$259,816.31
02/03/2023-02/17/2023	ACH/WIRE Payments	\$198,810.34
02/14/2023	Tax Disbursement	\$797,651.47

Grand Total		\$1,358,686.46
To view the entire accounts payable and payroll check registers, please Click here.		

- C. Addendum to the Lighthouse Restoration and Maintenance Contract
Motion to approve the Addendum to the Lighthouse Restoration and Maintenance Contract dated May 2011 between the City of Charlevoix and the Charlevoix Historical Society and authorize the Mayor and City Clerk to execute the agreement.
- D. Renewal Agreement with Abilita
Motion to approve the retainer agreement with Abilita and authorize the City Manager to sign the agreement.
- E. Work Session for March 20, 2023
Motion to set a City Council Work Session for the purpose of discussing advanced metering infrastructure for 5pm, March 20, 2023 in the Council Chambers of City Hall, 210 State Street, Charlevoix, MI.

6. Public Hearings and Actions Requiring Public Hearings

7. All Other Actions and Requests

- A. Discussion of Outdoor Seating and Drop-off Parking Spots
Mark Heydlauff, City Manager
City Manager Heydlauff stated in 2020 Council made changes to outdoor seating to accommodate COVID-19 restrictions. Council discussed maintaining outdoor seating and reclaiming parking spots. Council also discussed eliminating dedicated take-out spaces. Council concurred and directed City Manager Heydlauff to go back to pre-COVID outdoor seating and communicate with the affected business owners.

- B. Mayoral Appointments
Lyle Gennett-Mayor
Mayor Gennett provided the Council with Bridget Martin's educational and work background and stated she was recommended by a current Compensation Commission member.

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

Motion by Kalbfell, seconded by Knapp to confirm the Mayor's appointment of Bridget Martin to the Compensation Commission for a term to expire on December 31, 2026.

Yeas: Parr, Knapp, Cole, Kalbfell, Hagen

Nays: None

Absent: Spring

Motion carried.

Mayor Gennett provided Council with Diane Sowa's educational and work background.

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

Motion by Kalbfell, seconded by Cole to confirm the Mayor's appointment of Diane Sowa to

the Housing Commission for a term to expire April 30, 2026.

Yeas: Parr, Knapp, Cole, Kalbfell, Hagen

Nays: None

Absent: Spring

Motion carried.

8. Reports and Communications

A. Public Comment

- Annemarie Conway (County Commissioner) provided Council with an update on the County Commission's recent meeting, including the relocation of several County departments and the possible future plans for existing County buildings.

B. City Manager's Comments

- DTE's construction will be completed in March and April

C. Mayor and Council Comments

- Council Member Kalbfell inquired about the status of the deer cull, Mr. Heydlauff stated the application is now in the DNR's control.

9. Other Council Business

10. Adjourn

Mayor Gennett adjourned the meeting at 6:24 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor