

City of Charlevoix
City Council Regular Meeting Minutes
Monday, May 1, 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, Richard Spring

Members Absent: Mark Knapp

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

A. Recreation Department Annual Spring Update

Kent Knorr, Recreation Director

Recreation Director Knorr updated Council on the department's successful winter season and upcoming spring and summer events. A presentation was also given by Mr. Knorr and he explained the department's programs available to our residents and community. Recreation Director Knorr answered questions from Council.

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

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

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

Yeas: Cole, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: Knapp

Motion carried.

A. City Council Meeting Minutes - April 17, 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
04/13/2023	Special Accounts Payable Run	\$11,899.00
04/17/2023	Special Accounts Payable Run	\$7,185.25
04/17/2023	Special Accounts Payable Run	\$64,469.03

04/28/2023	Payroll (net pay)	\$104,541.93
04/28/2023	Payroll Transmittal Checks	\$5,982.36
05/02/2023	Regular Accounts Payable	\$198,083.88
04/17/2023-04/28/2023	ACH/WIRE Payments	\$403,433.73
05/02/2023	Tax Disbursement	\$18,406.46
Grand Total		\$814,001.64
To view the entire accounts payable and payroll check registers, please Click here.		

- C. Set Work Session for June 6, 2023 at 1:30pm- Update on the Water and Waste Water Treatment Plants

Motion to approve a City Council Work Session for 1:30pm on June 6, 2023 at the Water Treatment Plant (97 Grant Street, Charlevoix, MI) and the Wastewater Treatment Plant (15116 Lake Shore Drive, Charlevoix, MI) for the purpose of discussing plant operations and updates.

- D. Kiwanis Club of Charlevoix Request for Charitable Gaming

Motion by Parr, seconded by Cole to approve Resolution 2023-05-01 and recognize the Kiwanis Club of Charlevoix as a local nonprofit organization.

CITY OF CHARLEVOIX

RESOLUTION NO. 2023-05-01

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
(REQUIRED BY MCL.432.103(K)(ii))

At a regular meeting of the Charlevoix City Council called to order by Mayor Lyle Gennett on Monday, May 1, 2023 at 6:00 p.m. the following resolution was offered:

Moved by Parr and supported by Cole, the request from the Kiwanis Club of Charlevoix, Michigan, of the City of Charlevoix, County of Charlevoix, asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses, be considered for approval.

APPROVAL

Yeas: Cole, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: Knapp

Motion carried.

- E. Invoice Cloud Software and Service Agreement

Motion to approve the agreement for Invoice Cloud Software and Services and direct the City Manager to sign the contract for the City of Charlevoix.

- F. Musical Prayer Service

Motion to approve the use of Odmark Pavilion on June 23, 2023 for prayer service.

- G. Use of Bridge Park for Charlevoix Marathon

Motion to approve the use of Bridge Park for the Charlevoix Marathon from June 14-17.

6. Public Hearings and Actions Requiring Public Hearings

7. All Other Actions and Requests

A. Proposed Donation: Playground Design and Installation at Mt. McSaubia

Kent Knorr, Recreation Director

Abbie Hart

Recreation Director Knorr stated the playground design and installation at Mt. McSaubia is part of the Recreation Master Plan. Mr. Knorr introduced Abbie Hart, Rotary Club Director. Ms. Hart stated that the Charlevoix Rotary is excited to be a part of this project. Ms. Hart stated Charlevoix Rotary is very community focused and is looking forward to working with the City.

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

Motion by Kalbfell, seconded by Spring to approve the Rotary Club of Charlevoix to work with the Recreation Director and City Manager to begin a process of fundraising for a new playground at Mt. McSaubia.

Yeas: Cole, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: Knapp

Motion carried.

B. Assign Representative to the Historical Society Lighthouse Committee

Mark Heydlauff, City Manager

City Manager Heydlauff explained a couple of months ago that Council approved the addendum to the Lighthouse Restoration and Maintenance Contract with the Charlevoix Historical Society. The addendum included that one or more representatives from the City be assigned to the Historical Society's Committee. Discussion was held. City Manager Heydlauff answered questions from the Council.

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

Motion by Hagen, seconded by Parr to appoint Richard Spring and Lyle Gennett to the Historical Society's Lighthouse Committee for an indefinite term.

Yeas: Cole, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: Knapp

Motion carried.

8. Reports and Communications

A. Public Comment

- Bob Timms questioned how the City is getting revenue from the electric vehicle charging station

B. City Manager's Comments

- Provided updates on the current construction projects throughout the City
- The Ferry Beach Management Plan states that a tree study should be conducted by arborists. The study was completed and the results showed that several trees should be removed, which is occurring this week
- Received a call from Superintendent Ritter stating he appreciated the police presence by Chief McDonnell and her team at their schools

C. Mayor and Council Comments

- Mayor Gennett stated the Recreation Department is doing a fantastic job

9. Other Council Business

10. Adjourn

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

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor