

City of Charlevoix
City Council Regular Meeting Minutes
Monday, July 3, 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, Richard Spring

Members Absent: None

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

A. Recognition Life Saving Awards

Jill McDonnell, Chief of Police

Chief of Police, Jill McDonnell, presented five life-saving awards to Officer Morgan Stewart, Heather Lewis, Cam Done (not present), Officer Barbara Orban, and Officer Christopher Munk.

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: Hagen, Cole, Kalbfell, Parr, Spring, Knapp

Nays: None

Absent: None

Motion carried.

A. City Council Meeting Minutes - June 19, 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
06/22/2023	Special Accounts Payable Run	\$69,815.91
06/23/2023	Payroll (net pay)	\$134,454.12
06/23/2023	Payroll Transmittal Checks	\$5,495.07
07/05/2023	Regular Accounts Payable	\$213,936.86

06/20/2023-06/26/2023	ACH/WIRE Payments	\$426,477.25
Grand Total		\$850,179.21
To view the entire accounts payable and payroll check registers, please Click here.		

- C. Charlevoix Yacht Club Request for Free Parking for the Nucore Triangle Race & Red Fox Regatta Race
 Motion by Parr, seconded by Cole to approve Resolution 2023-07-01 to waive the parking fees at the Ferry Launch Ramp for the Nucore Triangle Race and the Red Fox Regatta Race on September 1, 2, and 3, 2023.

CITY OF CHARLEVOIX

RESOLUTION NO. 2023-07-01

WAIVE PARKING FEES FOR CHARLEVOIX YACHT CLUB

WHEREAS, the Charlevoix Yacht Club is hosting the Nucore Triangle Race and Red Fox Regatta on September 1-3, 2023; and

WHEREAS, the Charlevoix Yacht Club is requesting that parking fees be waived for the races; and

WHEREAS, the City Code permits the City Council to waive parking fees for special or public events.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Charlevoix, hereby waives parking fees for the Nucore Triangle Race and Red Fox Regatta on September 1-3, 2023.

RESOLVED this 3rd day of July, 2023 A.D.

Resolution was adopted by the following yea and nay vote:

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

Nays: None

Absent: None

Motion carried.

- D. Uniform Policy Change for Public Works Department and Electric Department
 Motion to approve the purchase of new uniforms for a total cost of \$17,000.
- E. 2023 Charlevoix Venetian Festival-Approvals and Permits

Motion to authorize the Mayor to sign the contract between the City of Charlevoix and the Charlevoix Venetian Festival including the payment of \$15,000 to the Venetian Festival.

Motion to authorize the City Clerk to issue the fireworks permit for the 2023 Venetian Festival fireworks displays and authorize the City Manager to sign the Hold Harmless Agreement with Colonial Fireworks Special Effects, LLC.

Motion to approve the Mass Gathering Permit as presented.

6. Public Hearings and Actions Requiring Public Hearings

7. All Other Actions and Requests

A. Approval for the Michigan Township Participating Plan Grant Application

Jill McDonnell, Chief of Police

City Manager Heydlauff stated one of Chief McDonnell's goals for the Police Department is to become accredited. The accreditation process is very complex and detailed but Chief McDonnell is very experienced with the process. Mr. Heydlauff stated applying for the grant from the City's liability insurance carrier would help offset some of the costs associated with the process.

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

Motion by Spring, seconded by Kalbfell to approve Resolution 2023-07-02 for the Michigan Township Participating Plan Grant Application.

CITY OF CHARLEVOIX

RESOLUTION NO. 2023-07-02

MICHIGAN TOWNSHIP PARTICIPATING PLAN GRANT APPLICATION

WHEREAS, the City of Charlevoix City Council wishes to apply for a Risk Reduction Grant through the Michigan Township Participating Plan (Par Plan) to assist in purchasing/funding Michigan Law Enforcement Accreditation and;

WHEREAS, the City of Charlevoix Police Department is seeking a grant contribution of \$2,200.00.; and

NOW THEREFORE BE IT RESOLVED that the City of Charlevoix City Council supports submittal of an application to the Michigan Township Participating Plan for a \$2,200.00 grant to assist in funding the Michigan Law Enforcement Accreditation and accreditation software program.

RESOLVED the 3rd day of July 2023 A.D.

Resolution was adopted by the following yea and nay vote:

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

Nays: None

Absent: None

Motion carried.

B. Mayoral Appointment

Mayor Lyle Gennett

Mayor Gennett provided Ms. Oosthuizen's background and stated that she would be a great asset to the commission.

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

Motion by Kalbfell, seconded by Spring to appoint Anne Oosthuizen to the Charlevoix Housing Commission for a term to expire April of 2027.

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

Nays: None

Absent: None

Motion carried.

C. Citizen Initiated Ordinance on the Sale of 229 Stover Road

Mark Heydlauff, City Manager

City Manager Heydlauff stated the committee submitted their petitions again with revised preapproved language. The City Clerk deemed all the signatures sufficient and the City Attorney provided Council with a memo with their options. Council reviewed the options as stated in the memo. Discussion was held.

Mayor Gennett opened the item for public comment, five were heard.

Motion by Hagen, seconded by Cole to set a public hearing for July 17, 2023 (for the Citizen Initiated Ordinance on the Sale of 229 Stover Road).

Yeas: Cole, Hagen, Kalbfell, Parr, Spring

Nays: Knapp

Absent: None

Motion carried.

8. Reports and Communications

A. Public Comment

- Brandon Mason stated his concerns about the excessive noise ordinance

B. City Manager's Comments

- Congrats to all recipients of the Life Saving Awards
- Congrats to Chief McDonnell for receiving a grant to attend the International Association of Chief of Polices Conference
- Boyne Thunder and the Art Show are scheduled for this weekend
- Mason Street Project is completed and thank you to all the businesses for their patience during construction and the Public Works Department for all their hard work

C. Mayor and Council Comments

- Council Members collectively thanked the Public Works Department and Elmers for the success of the Mason Street project

9. Other Council Business

10. Adjourn

Mayor Gennett adjourned the meeting at 6:54 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor