

City of Charlevoix
City Council Regular Meeting Minutes
Tuesday, January 2, 2024 - 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:

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

A. Mt. McSauba Recreational Signage Project Partnership with SAFE in Northern Michigan

Kent Knorr, Recreation Director

Joe Gaffney

Kent Knorr, Recreation Director, explained the Mt. McSauba Signage Project Partnership with SAFE in detail. Joe Gaffney, a sophomore at Charlevoix Public Schools, presented Council with details on the project including costs, sign design, number of signs, and positive sign messaging. Council concurred that the Recreation Department move forward with this project.

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

Nays: None

Absent: None

Motion carried.

A. City Council Meeting Minutes - December 18, 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
12/20/2023	Special Accounts Payable Run	\$131,038.66
12/22/2023	Payroll (net pay)	\$95,682.22
12/22/2023	Payroll Transmittal Checks	\$5,895.11

12/27/2023	Special Accounts Payable Run	\$5,968.23
01/03/2024	Regular Accounts Payable	\$203,842.11
12/18/2023-12/26/2023	ACH/WIRE Payments	\$376,719.71
Grand Total		\$819,146.04
The entire accounts payable and payroll check registers, can be viewed on our website.		

C. Purchase of 2019 John Deere Pro Gator for Charlevoix Golf Course

Motion to approve the purchase of one 2019 John Deere Pro Gator from Spartan Distributors for \$15,000.

D. Generator Maintenance Agreement

Motion to approve the three (3) year maintenance agreement with Cummins Sales and Services for \$18,308.47 to service the generators and authorize the City Manager to sign all necessary documents.

6. Public Hearings and Actions Requiring Public Hearings

7. All Other Actions and Requests

8. Reports and Communications

A. Public Comment

B. City Manager's Comments

- Preparation continues for the upcoming Bridge Closure
- The mild weather is allowing for some pothole maintenance at the boat launch

C. Mayor and Council Comments

- Mayor Gennett would like to thank the Public Works Department for their efforts for continuing to pick up leaves and brush

9. Other Council Business

10. Adjourn

Mayor Gennett adjourned the meeting at 6:08 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor