

City of Charlevoix
City Council Regular Meeting Minutes
Monday, March 18, 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: Aaron Hagen, Janet Kalbfell, Mark Knapp, Phil Parr, Richard Spring

Members Absent: Shane Cole

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek, absent

3. Presentations

A. Proclamation-Sexual Assault Awareness Month-April 2024

Lyle Gennett

Mayor

Mayor Gennett read the proclamation declaring April as Sexual Awareness Month in the City of Charlevoix.

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 Spring to approve the consent agenda as presented.

Yeas: Hagen, Kalbfell, Knapp, Parr, Spring

Nays: None

Absent: Cole

Motion carried.

A. City Council Meeting Minutes - March 4, 2024

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
02/28/2024	Special Accounts Payable Run	\$2,951.11
03/15/2024	Payroll (net pay)	\$107,936.19
03/15/2024	Payroll Transmittal Checks	\$5,725.11
03/19/2024	Regular Accounts Payable	\$344,335.15

03/04/2024-03/15/2024	ACH/WIRE Payments	\$149,420.59
03/01/2024	Special A/P Tax Disbursement	\$494,057.65
Grand Total		\$1,104,425.80
The entire accounts payable and payroll check registers can be viewed on our website.		

- C. Michigan Township Participating Plan Grant Application-Body Worn Cameras
Motion to approve the application for the Michigan Township Participating Plan Grant for \$5,000 for the Police Department's Body Worn Camera Program.

6. Public Hearings and Actions Requiring Public Hearings

- A. Public Hearing: Zoning Ordinance Amendments
Jonathan Scheel, Zoning Administrator
Mayor Gennett opened the item for public comment. One was heard.

No action was taken, Council Member Cole was absent. The item will be on the next agenda.

7. All Other Actions and Requests

- A. Emergency Alert Siren
Mark Heydlauff, City Manager
Council concurred that more research is needed. Council requested more information on how to educate the public in the event of an emergency, how to encourage the public to sign up for emergency text alerts, and how much it will cost to upgrade the siren we own. No action was taken.

8. Reports and Communications

- A. Public Comment

- B. City Manager's Comments

- Thanked Mt. McSauba Staff for overcoming a challenging ski season
- Large item pick-up will occur the first week in May, details are on the City's website
- There is an RPF published for Michigan Beach Concession Stand, details are on the website
- Annie Russell has decided not to continue the concession stand, and we appreciate all her past efforts

- C. Mayor and Council Comments

9. Other Council Business

10. Adjourn

Mayor Gennett adjourned the meeting at 6:20 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor