

City of Charlevoix
City Council Regular Meeting Minutes
Monday, June 3, 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: None

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

A. Proclamation of Arbor Day and Poster Contest

Mayor Gennett proclaimed Arbor Day and presented the first prize award certificate to Carmela Lucido for winning the Trees Keep Charlevoix Green Poster Contest.

4. Inquiry Regarding Conflicts of Interest

Council Member Cole stated that he has recreation storage and Council concurred there is no conflict 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 - May 20, 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
05/23/2024	Special Accounts Payable Run	\$80,635.60
05/24/2024	Payroll (net pay)	\$124,498.71
05/24/2024	Payroll Transmittal Checks	\$5,548.86
06/04/2024	Regular Accounts Payable	\$114,263.51

05/20/2024-05/28/2024	ACH/WIRE Payments	\$403,961.54
Grand Total		\$728,908.22
The entire accounts payable and payroll check registers can be found on our website.		

C. Hubbardston Irish Dance Troupe

Motion to approve the use of Odmark Pavilion for the Hubbardston Irish Dance Troupe on August 3, 2024.

D. Prohibited Parking on Palmer Street

Motion to prohibit parking on Palmer Street on both sides of the roadway.

E. Revised Private Road Sign Standards

Motion to approve the revised Private Road Sign Standards as presented.

F. Purchase Snow Making Guns for Mt. McSauba

Motion to approve the purchase of two portable snow-making guns from Nub's Nob for use at Mt. McSauba {in the amount of \$30,000}.

6. Public Hearings and Actions Requiring Public Hearings

A. Proposed Sign Ordinance Amendment: Bridge Park Drive Signage

Mark Heydlauff, City Manager

City Manager Heydlauff presented information on the proposed sign ordinance amendment for Bridge Park Drive signage.

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

Motion by Kalbfell, seconded by Hagen to approve Ordinance 849 of 2024 as presented.

CITY OF CHARLEVOIX

ORDINANCE NO. 849

AN ORDINANCE AMENDMENT TO AMEND TITLE XV LAND USAGE, CHAPTER 153: PLANNING AND ZONING: SECTIONS 153.215 CBD ZONING DISTRICT

THE CITY OF CHARLEVOIX ORDAINS:

Section 1: Title XV, Chapter 153, Section 153.215 CBD Zoning District Item C. shall be repealed and replaced and shall read as follows:

(C) Commercial properties on Bridge Park Drive located beneath Bridge Park.

1. Each business may attach a sign less than or equal to two square feet in the sign face area on the Bridge Park railing above the location of their business. A sign permit must be obtained, which must also be approved by the City Manager. The method of sign attachment must be included in the sign permit application. A sign permit approved under this division is valid only for the permit applicant and cannot be transferred to another entity.

2. One multi-tenant business center sign meeting Section 153.209 (3) (a) may be placed at the northwest corner of the parcel, directly in front of the mechanical units of the building. The sign will be no more than 7 feet wide and shall not extend beyond 7 feet above the ground.

The sign shall follow the sign permit requirements and shall, in the opinion and with the approval of the City Manager, complement the wayfinding signage of the City. The sign may include the specific logo identity of the establishments located within the building.

SECTION 2. Severability

No other portion, paragraph or phase of the Code of the City of Charlevoix, Michigan shall be affected by this Ordinance except as to the above sections, and in the event any portion, section or subsection of this Ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this Ordinance or of the Code of the City of Charlevoix, Michigan.

SECTION 3. Effective Date

This Ordinance shall become effective thirty (30) days after its enactment pursuant to the City Charter.

Ordinance No. 849 was adopted on the 3rd day of June 2024 A.D., by the Charlevoix City Council as follows:

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

Nays: None

Absent: None

Motion carried.

B. Public Hearing: Proposed Amendments to Outdoor Storage

Mark Heydlauff, City Manager

Jonathan Scheel, Zoning Administrator

City Manager Heydlauff presented information on the proposed amendments to the outdoor storage ordinance.

Motion by Knapp to not approve and reject the draft ordinance 850, motion died lack of second.

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

Director of Planning and Zoning Scheel presented information on the proposed amendment of outdoor storage and answered questions from Council. Council discussed the proposed changes and other citizens' concerns. Council directed Director Scheel to modify the proposed ordinance language and bring the draft back at a later date.

7. All Other Actions and Requests

A. Designate Proceeds of Sale

Mark Heydlauff, City Manager

City Manager Heydlauff presented information on the proceeds of the sale from Peninsula Fiber Network.

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

Motion by Parr, seconded by Cole to designate the proceeds of the sale {from Peninsula Fiber

Network} to the infrastructure fund for long-term preservation of our utilities and streets.

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

Nays: None

Absent: None

Motion carried.

8. Reports and Communications

A. Public Comment

- Kevin McLenon stated his concerns about sidewalks and tree trimming
- Annemarie Conway provided an update on the County Commission's projects
- Brandon Mason stated his concern about outdoor storage
- Leilani Durban voiced her concerns about sidewalks, affordable housing, subsidized housing, and provided an update on placing ornaments downtown

B. City Manager's Comments

- Congratulated Sandra Witherspoon, she is resigning from her Township Clerk position next week because she was recently elected as Tribal Chairwoman for the Grand Traverse Band of Ottawa and Chippewa Indians

C. Mayor and Council Comments

9. Other Council Business

10. Adjourn

Mayor Gennett adjourned the meeting at 7:10 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor