

City of Charlevoix
City Council Regular Meeting Minutes
Monday, August 19, 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

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

Motion by Parr, seconded by Knapp 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 - August 7, 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
08/16/2024	Payroll Transmittal Checks	\$5,420.34
08/16/2024	Payroll (net pay)	\$159,206.59
08/20/2024	Regular Accounts Payable	\$385,569.47
08/05/2024-08/16/2024	ACH/WIRE Payments	\$717,819.77
08/13/2024	Special A/P Tax Disbursement	\$1,762,874.19
Grand Total		\$2,480,693.96

The entire accounts payable and payroll check registers [can be viewed here.](#)

C. 2024 Cleaning and Televising of MDOT Storm System

Motion to approve the proposal as submitted by MEC Underground Solutions and authorize the Public Works Supervisor to sign all required documents.

D. Request for Local Government Recommendation for Banquet Facility Permit

Motion to recommend the banquet facility permit application for Hotel Earl Charlevoix, Inc. to be considered for approval by the Michigan Liquor Control Commission.

CITY OF CHARLEVOIX

RESOLUTION NO. 2024-08-03

LOCAL GOVERNING BODY RESOLUTION FOR BANQUET FACILITY PERMIT

(REQUIRED BY MCLA 436.1522)

At a regular meeting of the Charlevoix City Council called to order by Mayor Lyle Gennett on Monday, August 19, 2024 at 6:00 p.m. the following resolution was offered:

Moved by Parr and supported by Knapp that the application from Hotel Earl Charlevoix, Inc. for the following license of Banquet Facility Permit under MCLA 436.1522 to be located at 104 State Street and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: 104 State Street, Charlevoix, Michigan

It is the consensus of this body that it recommends this application be considered for approval by the Michigan Liquor Control Commission.

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

Nays: None

Absent: None

Motion carried.

E. Belle River Contract Amendments

Motion to authorize the payment of its \$577,500 share of the Belle River repowering through MPPA's issuance of bonds at an estimated interest rate of three percent (3%) as presented.

F. 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

7. All Other Actions and Requests

8. Reports and Communications

A. Public Comment

- Dave Coen provided an updated from the EPA regarding the clean-up site on Antrim Street which will take place in November or December

B. City Manager's Comments

- Fall refuse collection will take place on Saturday, September 14, 2024
- The Bridge Street light replacement project will begin soon
- New BS&A financial management software will be implemented in September
- The AMI meter replacement project will be rolled out soon
- The Recreation Department is switching from REC Desk software to Civic Rec software

C. Mayor and Council Comments

9. Other Council Business

10. Adjourn

Mayor Gennett adjourned the meeting at 6:09 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor