

City of Charlevoix
City Council Regular Meeting Minutes
Tuesday, September 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: Aaron Hagen, Mark Knapp, Phil Parr

Members Absent: Shane Cole, Janet Kalbfell, Richard Spring

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

A. Introduction of Officer Charles Ramirez and Officer Donald Martin

Jill McDonnell, Chief of Police

Chief McDonnell introduced Officer Charles Ramirez and Officer Donald Martin and provided a brief background of each officer.

B. 2023-24 Fiscal Year Financial Audit Presentation

Kim Lindsay

Rehmann

Kim Lindsay, CPA from Rehmann presented information on the 2023-24 Fiscal Year Financial Audit.

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 Hagen to approve the consent agenda as presented.

Yeas: Parr, Knapp, Hagen

Nays: None

Absent: Cole, Kalbfell, Spring

Motion carried.

A. City Council Meeting Minutes - August 19, 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
08/21/2024	Special Accounts Payable Run	\$69,584.24
08/27/2024	Special Accounts Payable Run	\$11,287.37
08/30/2024	Payroll (net pay)	\$137,222.65
08/30/2024	Payroll Transmittal Checks	\$5,285.42
08/30/2024	Regular Accounts Payable	\$945,020.97
08/19/2024-08/30/2024	ACH/WIRE Payments	\$640,837.85
08/28/2024	Tax Disbursement	\$2,181,303.35
Grand Total		\$3,990,541.85
The entire accounts payable and payroll check registers can be viewed on our website.		

C. Electric Service Tariff Edit

Motion to accept the change from \$0.470 per kWh to \$0.0470 per kWh on the tariff sheet for Rate 162 (GPS) as presented.

D. Changes to Marina 45 Day Extended Stay Policy

Motion to approve the 45-Day Extended Stay Policy as presented for dockage at the City Marina.

E. FY 2024 Audit

Motion to accept the FY 2024 Audit as presented.

6. Public Hearings and Actions Requiring Public Hearings

7. All Other Actions and Requests

A. Temporary Commercial Slip Lessee at City Marina

Kent Knorr, Recreation Director

Recreation Director Kent Knorr presented information on a temporary commercial slip lease at the City Marina. Captain Chris Chamberlain, CEO/Founder of Little Traverse Bay Ferry Company answered questions from the Council.

Mayor Gennett opened the item for public comment, one was heard.

Motion by Knapp, seconded by Hagen authorizing the City Manager to sign an agreement for operation of a dock lease for the dates of September 16 to October 13 at the rate of \$105 a day.

Yeas: Parr, Knapp, Hagen

Nays: None

Absent: Cole, Kalbfell, Spring

Motion carried.

8. Reports and Communications

A. Public Comment

- Shari Jones thanked Council for considering the locals in their discussions about the commercial slip lessee

B. City Manager's Comments

- The first phase of streetlights on Bridge Street between Hurlbut and Antrim Streets will be installed soon
- We are researching utilizing a new concept of a light pedestal which is more cost effective more details will follow

C. Mayor and Council Comments

- Mayor Gennett stated the Whitley article was very well written

9. Other Council Business

10. Adjourn

Mayor Gennett adjourned the meeting at 6:37 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor