

City of Charlevoix
City Council Regular Meeting Minutes
Monday, September 16, 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

Council Member Knapp recused himself from 6. A. Set Public Hearing: Conditional Rezone, 743 Petoskey Avenue.

5. Consent Agenda

City Manager Heylauff answered questions from Council Members.

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

Motion by Parr, seconded by Knapp 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 - September 3, 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
09/05/2024	Special Accounts Payable Run	\$26,353.10
09/13/2024	Payroll (net pay)	\$136,745.88
09/13/2024	Payroll Transmittal Checks	\$6,102.18
09/17/2024	Regular Accounts Payable	\$760,562.71
09/03/2024-09/17/2024	ACH/WIRE Payments	\$241,634.29

09/10/2024	Special A/P Tax Disbursement	\$5,351,529.70
Grand Total		\$6,522,927.86
The entire accounts payable and payroll check registers can be viewed here.		

C. Belle River Power Plant Contract Amendments

Motion to authorize the City Manager to sign the Amended Belle River Power Sales Contract and Amended Belle River Project Support Contract as presented.

Motion to adopt the Participant Resolution Approving Belle River Power Sales Contract and Project Support Contract, as amended and restated.

D. Wastewater Treatment Plant-Human Machine Interface

Motion to approve the proposal as presented by Smith & Loveless Inc for the amount of \$18,730.

E. Water Tower Maintenance: \$41,000

Motion to approve the contract with LC United in the amount of \$41,000 and have the City Manager sign all required documents.

6. Public Hearings and Actions Requiring Public Hearings

A. Set Public Hearing: Conditional Rezone, 743 Petoskey Ave.

Jonathan Scheel, Zoning Administrator

Council Member Knapp stepped down from the dais (6:03 p.m.)

City Manager Heydlauff presented information on the conditional rezone for 743 Petoskey Avenue. Council requested more information about a barrier between the general commercial zoning district and the residential zoning district.

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

Motion by Hagen, seconded by Cole to set a public hearing for Monday, October 7, 2024, at 6pm in the Council Chamber of City Hall, 210 State Street, Charlevoix, MI for the proposed conditional rezone ordinance amendment.

Yeas: Cole, Spring, Hagen, Parr, Kalbfell

Nays: None

Absent: None

Abstain: Knapp

Motion carried.

Council Member Knapp returned to the dais (6:06 p.m.)

7. All Other Actions and Requests

A. 2025 Deer Cull

Jill McDonnell, Chief of Police

Chief McDonnell presented information on the 2025 Deer Cull request. Chief McDonnell answered questions from Council Members.

Mayor Gennett opened the item for public comment; six were heard.

Council requested more information and that the item be on the next agenda. No action was taken.

8. Reports and Communications

A. Public Comment

- Annemarie Conway shared updates from the Charlevoix Animal Humane Society as well as updates from the County Commission
- Shelley Boehmer extended an invite to all for the upcoming Community Thanksgiving Dinner and provided details, she also stated the City Crews are doing a great job at keeping the City beautiful
- Perry Irish Hodgson stated the deer cull should be considered an annual maintenance expenditure

B. City Manager's Comments

C. Mayor and Council Comments

- Mayor Gennett stated (Giant Restoration) the company painting the hydrants is doing a great job

9. Other Council Business

10. Adjourn

Mayor Gennett adjourned the meeting at 6:54 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor