CITY OF CHARLEVOIX

Agenda
City of Charlevoix City Council Regular Meeting
Friday, November 1, 2024 - 12:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. **Pledge of Allegiance**
2. **Roll Call**
3. **Presentations**
4. **Inquiry Regarding Conflicts of Interest**
5. **Consent Agenda**
   A. City Council Meeting Minutes - October 21, 2024
   B. Accounts Payable and Payroll Check Registers
   C. High Service Pump Rebuild for Water Treatment Plant: $29,684.00
   D. Grand Traverse Band of Ottawa & Chippewa Indians Grant Application
   E. Replacement of Automated External Defibrillators AEDs
6. **Public Hearings and Actions Requiring Public Hearings**
   A. Set Public Hearing: Amendment to Disorderly Conduct, Ordinance 853 of 2024
   Mark Heydlauff, City Manager
7. **All Other Actions and Requests**
   A. New Year's Eve Holiday
   Mark Heydlauff, City Manager
8. **Reports and Communications**
   A. Public Comment
   B. City Manager's Comments
   C. Mayor and Council Comments
9. **Other Council Business**
10. **Adjourn**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Clerk's Office at 231-547-3250 or by email clerk@charlevoixmi.gov. A 24-hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodations requests.

Charlevoix City Council
Consent Agenda

Title: City Council Meeting Minutes - October 21, 2024
Date: November 1, 2024

Presented By:

Background:

Recommendation:
Motion to approve the minutes as presented.
Attachments:
1. City Council Draft Minutes 10/21/2024

City of Charlevoix
City Council Regular Meeting Minutes
Monday, October 21, 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

3. Presentations

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.

Ayes: Knapp, Parr, Kalbfell, Hagen, Spring
Nays: None
Absent: Cole

Motion carried.

A. City Council Meeting Minutes - October 7 & 14, 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
10/04/2024	Special Accounts Payable Run	$29,314.39
10/08/2024	Special Accounts Payable Run	$2,769.38
10/11/2024	Payroll (net pay)	$135,566.86
10/11/2024	Payroll Transmittal Checks	$6,126.70
10/22/2024	Regular Accounts Payable	$376,699.62
10/03/2024-10/25/2024	ACH/WIRE Payments	$369,794.52
10/14/2024	Special A/P Tax Disbursement	$62,534.72

Grand Total		**$982,806.19**
The entire accounts payable and payroll check registers can be viewed here.		

C. General Liability & Property Insurance for 2024-25

Motion to approve the renewal of the City's general liability and property insurance policy and Cyber liability insurance with the Michigan Township Participating Plan for $163,492 for one year (November 1, 2024–October 31, 2025).

D. 2025 Marina Fee Approval

Motion to approve the 2025 Proposed Rates as presented.

E. Water Plant Turbidity Meter Replacement: $32,382.00

Motion to approve the proposal from Hach to supply and install meters and sensors at the Water Treatment Plant in the amount of $32,382 as presented and authorize the City Manager to sign all necessary documents.

6. Public Hearings and Actions Requiring Public Hearings

7. All Other Actions and Requests

A. Deer Cull Follow-up

Jill McDonnell, Chief of Police

Chief Jill McDonnell presented information on the deer cull follow up. Chief McDonnell and City Manager Heydlauff answered questions from Council Members.

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

Motion by Spring, seconded by Parr to request the Planning Commission to work on a fence solution to the deer problem.

Yeas: Knapp, Parr, Kalbfell, Hagen, Spring

Nays: None

Absent: Cole

Motion carried.

Motion by Parr to instruct staff to create a deer cull plan similar to that of Meridian Township and apply for a permit with the State.

Motion by Parr, seconded by Spring to amend the original motion and instruct Chief of Police and City staff to create a deer cull plan similar to that of Meridian Township and apply for the required permits with the Michigan DNR.

Yeas: Knapp, Parr, Kalbfell, Hagen, Spring

Nays: None

Absent: Cole

Motion carried.

8. Reports and Communications

A. Public Comment

- Kerry Keyser stated her concerns about the option to opt out of receiving a new smart meter
- Donna Swanson stated her concerns about the option to opt out of receiving a new smart meter
- Candy Smith stated her concerns about the option to opt out of receiving a new smart meter
- Shirley Gibson wanted to thank the City for the new smart meter replacement project

B. City Manager's Comments

- Met with John Griffith and Mrs. Keyser and an opt-out policy of water meter replacement is feasible if Council so chooses
- Council Member Kalbfell requested John Griffin address some of the public's comments
- Thank you to everyone that covered last Council meeting during my unexpected absence
- Thanked City Clerk for her work preparing for the election
- City Clerk provided Council with current election stats of upcoming election as well as early voting details

C. Mayor and Council Comments

- Mayor Gennett reminded everyone that the next Council meeting will take place on Friday, November 1 at 12 p.m.

9. Other Council Business

10. Adjourn

Mayor Gennett adjourned the meeting at 7:15 p.m.

Sarah J. Dvoracek	City Clerk	Lyle Gennett	Mayor

Charlevoix City Council
Consent Agenda

Title: Accounts Payable and Payroll Check Registers
Date: November 1, 2024

Presented By:

Background:

Recommendation:
Motion to approve the accounts payable and payroll check registers as presented.
Attachments:
1. Check Registers 11-01-24 Agenda

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 10/24/2024 - 10/24/2024

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: PAPER CHECK - CHECK SOURCE: COMPUTER GENERATED CHECKS

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
10/24/2024	143708	AT&T	1,598.33
10/24/2024	143709	AT&T MOBILITY	845.61
10/24/2024	143710	BECKETT & RAEDER	1,500.00
10/24/2024	143711	CHARLEVOIX STATE BANK	12,260.32
10/24/2024	143712	CHARLEVOIX TOWNSHIP TREASURER	83.36
10/24/2024	143713	CHARTER COMMUNICATIONS OPERAT	94.98
10/24/2024	143714	DELTA DENTAL	3,366.88
10/24/2024	143715	GREAT LAKES ENERGY	189.33
10/24/2024	143716	PRIORITY HEALTH	50,108.41
10/24/2024	143717	VSP INSURANCE CO. (CT)	553.98
1 TOTALS:			
Total of 10 Checks:			70,601.20
Less 0 Void Checks:			0.00
Total of 10 Disbursements:			70,601.20

Summary of Check Registers & ACH Payments

HUNTINGTON NATIONAL BANK - CHECKS ISSUED

10/24/24	Special Accounts Payable Run	$	70,601.20
10/25/24	Payroll (net pay)	$	125,778.66
10/25/24	Payroll Transmittal Checks	$	5,892.70
11/04/24	Regular Accounts Payable	$	455,626.50
	Checks Sub-Total:	$	657,899.06

HUNTINGTON NATIONAL BANK - ACH/WIRE PAYMENTS

10/10/24	DTE Energy	$	2,146.42
10/14/24	State of MI (Sales Tax)	$	32,814.31
10/21/24	Enterprise FM Trust (fleet lease)	$	4,361.36
10/21/24	MI Public Power Agency	$	15,198.10
10/25/24	IRS (Payroll Tax Deposit)	$	45,330.60
10/25/24	Alerus Financial (HCSP)	$	558.00
10/25/24	Vantagepoint (401 Plan)	$	1,204.14
10/25/24	Vantagepoint (457 Plan)	$	22,506.22
10/25/24	Vantagepoint (Roth IRA)	$	1,165.00
10/25/24	State of MI (Withholding Tax)	$	6,737.04
10/25/24	MERS (Defined Benefit Plan)	$	66,342.93
10/28/24	MI Public Power Agency	$	13,966.43
	ACH Sub-Total:	$	212,330.55
	Huntington National Bank Total:	$	870,229.61

CHARLEVOIX STATE BANK - CHECKS ISSUED
(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)

Special A/P Tax Disbursement	$	-
Charlevoix State Bank Total:	$	-
Grand Total:	$	870,229.61

APPROVED: CITY MANAGER CITY TREASURER CITY CLERK

CHECK APPROVAL REPORT FOR CITY OF CHARLEVOIX

Payroll: 0000000004

Name	Check Date	Gross	Net
HEYDLAUFF, MARK L.	10/25/2024	5,669.23	3,833.05
DVORACEK, SARAH J.	10/25/2024	3,157.15	2,458.66
DeROSIA, PATRICIA E.	10/25/2024	751.94	343.42
KLOOSTER, ALIDA K.	10/25/2024	2,900.00	2,053.09
BARNEVELD, RICHELLE L.	10/25/2024	2,437.11	1,695.55
SCHULZ, GINNY L.	10/25/2024	2,180.00	1,625.18
JENKINS, JESSICA-RAE A.	10/25/2024	1,895.20	1,466.25
MCGINN, KELLY A.	10/25/2024	3,541.84	2,447.27
SCHEEL, JONATHAN D.	10/25/2024	3,060.00	2,145.98
MCDONNELL, JILL L.	10/25/2024	3,568.36	2,159.40
UMULIS, MATTHEW T.	10/25/2024	2,530.85	1,491.00
ORBAN, BARBARA K.	10/25/2024	2,524.10	1,377.90
RILEY, DENISE M.	10/25/2024	709.08	576.23
MUNK, CHRISTOPHER J.	10/25/2024	2,440.00	1,487.34
CHRISTIANSEN, BRIAN D.	10/25/2024	2,378.25	1,677.42
RAMIREZ, CHARLES V.	10/25/2024	2,147.20	1,504.91
MARTIN, DONALD L.	10/25/2024	2,785.54	1,860.28
YOUNG, KRISTEN L.	10/25/2024	2,079.99	1,543.77
CONWAY, PATRICK G.	10/25/2024	121.50	33.75
DOTSON, WILLIAM R.	10/25/2024	560.00	493.36
WURST, RANDALL W.	10/25/2024	3,328.56	1,733.34
HILLING, NICHOLAS A.	10/25/2024	2,835.20	1,738.68
MEIER III, CHARLES A.	10/25/2024	2,512.00	1,553.27
ZACHARIAS, STEVEN B.	10/25/2024	2,474.13	1,473.96
NEWMAN, MARK J.	10/25/2024	2,736.50	1,793.68
LOUGHMILLER, JOHN A.	10/25/2024	2,925.13	2,092.16
GRIFFITH, JOHN J.	10/25/2024	4,914.92	2,658.64
EATON, BRAD A.	10/25/2024	5,309.15	3,395.84
WILSON, TIMOTHY J.	10/25/2024	4,185.60	3,019.28
LAVOIE, RICHARD L.	10/25/2024	3,618.87	2,238.82
STERRETT, PHILLIP R.	10/25/2024	3,770.94	2,551.15
STEVENS, BRANDON C.	10/25/2024	4,477.52	2,662.72
WHITLEY, ANDREW T.	10/25/2024	4,466.44	2,562.03
FARRELL, MITCHELL L.	10/25/2024	3,300.80	2,129.43
ANDERSON, ELIZABETH A.	10/25/2024	2,158.00	1,514.79
KENWABIKISE, DAVID L.	10/25/2024	1,895.20	1,307.52
DVORACEK, BRIAN N.	10/25/2024	1,600.00	1,357.91
ELLIOTT, PATRICK M.	10/25/2024	4,911.27	3,364.30
MORRISON, KEVIN P.	10/25/2024	2,877.21	1,708.84
FURGESON, JUSTIN L.	10/25/2024	2,945.04	2,197.00
BRADLEY, KELLY R.	10/25/2024	2,916.27	1,687.00
HART II, DELBERT W.	10/25/2024	2,877.94	1,866.04
JONES, ROBERT F.	10/25/2024	2,536.53	1,666.85
THORP, WILLIAM D.	10/25/2024	2,696.09	1,713.10
LEITNER, RYAN S.	10/25/2024	2,763.38	1,859.53
NOWKA, STEPHEN P.	10/25/2024	2,980.61	2,166.25
RILEY, DANIEL A.	10/25/2024	3,089.71	2,224.51
REID, ROB A.	10/25/2024	2,047.58	1,413.10
DORAN, JUSTIN J.	10/25/2024	3,314.54	2,506.57
NEDWICK, DAVID J.	10/25/2024	74.38	68.69
FINNERTY, HOLLY E.	10/25/2024	1,323.00	1,083.11
WILSON, SAMUEL J.	10/25/2024	1,224.00	1,016.93
POIROT, KENNETH R.	10/25/2024	1,216.00	1,010.83
VENTZKE, COLE C.	10/25/2024	1,277.50	1,048.49
JOHNSON, RANDY J.	10/25/2024	1,440.00	1,236.95
PARRISH, JASON P.	10/25/2024	1,040.00	916.24
SPEER, LIAM M.	10/25/2024	858.75	726.83
WOOD, DIANA G.	10/25/2024	1,168.75	965.74
CRANDELL, ZACKARY R.	10/25/2024	1,313.25	1,064.99
RABIDEAU, JACOB L.	10/25/2024	1,283.50	1,053.05
BORTHS, MICHAEL J.	10/25/2024	1,113.75	923.88
KNORR, KENT J.	10/25/2024	3,254.55	2,389.21
ANZELL, BETH A.	10/25/2024	2,243.48	1,668.24
STEBE, LAURA A.	10/25/2024	31.00	28.62
MCDERMOTT, DENNIS J.	10/25/2024	2,856.38	2,201.86
JASURDA, DONALD J.	10/25/2024	365.00	321.55
BLECKE, SKYLAR T.	10/25/2024	365.00	330.72
LAVOIE, AUBREY J.	10/25/2024	470.00	414.06
SUSTIC, HANNAH L.	10/25/2024	365.00	321.56
WHITE, MARCUS W.	10/25/2024	1,103.00	873.61
BEECHERL, GRACE M.	10/25/2024	365.00	321.57
CUNNINGHAM, ABIGAIL A.	10/25/2024	905.00	751.93
PHILP, DAVAYAH A.	10/25/2024	489.00	439.96

CHECK APPROVAL REPORT FOR CITY OF CHARLEVOIX
Payroll: 0000000004

Name	Check Date	Gross	Net
BIRD, SPENCER H.	10/25/2024	100.00	92.35
DRENTH, DOUGLAS A.	10/25/2024	756.00	596.58
ELGART, SARAH N.	10/25/2024	85.00	78.50
GILL, DAVID R.	10/25/2024	1,275.77	1,059.08
LABLANCE, MAUREEN J.	10/25/2024	306.13	278.85
LIVINGSTON, BRIAN D.	10/25/2024	2,689.20	2,100.51
KLOOSTER, PATRICK H.	10/25/2024	408.00	259.44
COX, RONALD L.	10/25/2024	264.00	182.60
WAY, KRISTINA M.	10/25/2024	89.13	82.31
GAFFNEY, KARRIE J.	10/25/2024	123.75	109.02
PETROSKY, TIMOTHY D.	10/25/2024	46.50	40.96
NISWANDER, WILLIAM M.	10/25/2024	280.50	256.26
FRESA, EDWARD K.	10/25/2024	345.00	318.61
SCHOLEY, ROBERT W.	10/25/2024	3,022.21	2,039.55
MCCRANEY, RUSSELL R.	10/25/2024	2,163.20	1,704.92
POSTMUS, ANTHONY H.	10/25/2024	1,966.08	1,437.49
REECE, DANIEL A.	10/25/2024	149.76	59.11
TRAVERS, MANUEL J.	10/25/2024	1,752.04	1,473.78
Totals: 91		181,870.03	125,778.66

Approved By: [signature] Date: 10/22/24

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK NUMBER 143701 - 143707

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: PAPER CHECK - CHECK SOURCE: COMPUTER GENERATED CHECKS

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
10/25/2024	143701	4FRONT CREDIT UNION	1,310.58
10/25/2024	143702	AMERICAN FAMILY LIFE	535.80
10/25/2024	143703	CHARLEVOIX STATE BANK	1,380.00
10/25/2024	143704	COMMUNICATION WORKERS OF AMER	647.95
10/25/2024	143705	MI STATE DISBURSEMENT UNIT	116.55
10/25/2024	143706	PRIORITY HEALTH	1,506.58
10/25/2024	143707	THE HARTFORD	395.24
1 TOTALS:			
Total of 7 Checks:			5,892.70
Less 0 Void Checks:			0.00
Total of 7 Disbursements:			5,892.70

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: PAPER CHECK - CHECK SOURCE: COMPUTER GENERATED CHECKS

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
11/04/2024	143718	ACLARA TECHNOLOGIES LLC	422.00
11/04/2024	143719	AIS CONSTRUCTION EQUIPMENT	1,106.18
11/04/2024	143720	AMAZON CAPITAL SERVICES	2,808.63
11/04/2024	143721	APPRIVER LLC	2,486.51
11/04/2024	143722	ART'S AUTO & TRUCK PARTS	144.26
11/04/2024	143723	ASPLUNDH TREE EXPERT LLC	7,634.40
11/04/2024	143724	AT YOUR SERVICE PLUS INC	140.00
11/04/2024	143725	AVFUEL CORPORATION	37,793.53
11/04/2024	143726	B & D TRUCKS & PARTS	587.00
11/04/2024	143727	BAY STREET ORTHOPAEDICS PLLC	249.00
11/04/2024	143728	BOYNE IRRIGATION INC	419.38
11/04/2024	143729	BS& A SOFTWARE	2,735.00
11/04/2024	143730	CDW GOVERNMENT	1,285.51
11/04/2024	143731	CHARLEVOIX AREA CHAMBER OF CO	7,500.00
11/04/2024	143732	CHARLEVOIX CHEESE COMPANY	54.00
11/04/2024	143733	CINTAS CORPORATION	161.46
11/04/2024	143734	CONWAY PROFESSIONAL SERVICES	5,867.00
11/04/2024	143735	DHASELEER EVENTS BARN	120.00
11/04/2024	143736	DUTCH OVEN BAKERY, THE	61.00
11/04/2024	143737	FARMER WHITE'S	120.00
11/04/2024	143738	FREEDOM MAILING SERVICES INC	6,399.32
11/04/2024	143739	GALLS LLC	83.36
11/04/2024	143740	GERBER'S HOMEMADE SWEETS	144.00
11/04/2024	143741	GFL ENVIRONMENTAL	500.00
11/04/2024	143742	GRAND TRAVERSE GARAGE DOOR CO	176.00
11/04/2024	143743	GREAT LAKES ELEVATOR LLC	1,475.00
11/04/2024	143744	HARBOR HOUSE PUBLISHERS	3,500.00
11/04/2024	143745	HARRELL'S LLC	7,414.46
11/04/2024	143746	HILLSIDE HARVEST FARM LLC	145.00
11/04/2024	143747	IPS GROUP INC	794.18
11/04/2024	143748	J RANCK ELECTRIC INC	171,440.55
11/04/2024	143749	JAMES E. EVANS SURVEYING LLC	475.00
11/04/2024	143750	JANSON EQUIPMENT COMPANY	283.18
11/04/2024	143751	JOHN E GREEN COMPANY	625.00
11/04/2024	143752	JOHN J GRIFFITH	288.10
11/04/2024	143753	JORDANS CRAFT TEAS LLC	25.00
11/04/2024	143754	JOY HALVERSON	180.00
11/04/2024	143755	KALAMAZOO SANITARY SUPPLY LLC	935.38
11/04/2024	143756	KRAFT BUSINESS SYSTEMS	17.80
11/04/2024	143757	MACQUEEN EQUIPMENT LLC	62.61
11/04/2024	143758	MANTHEI CONSTRUCTION	1,912.66
11/04/2024	143759	NAVIA BENEFIT SOLUTIONS	100.00
11/04/2024	143760	NORTH COUNTRY CRITTERS	112.00
11/04/2024	143761	NORTHERN MICHIGAN DUST CONTRO	686.00
11/04/2024	143762	NORTHWEST FIRE	827.00
11/04/2024	143763	NUB'S NOB	30,000.00
11/04/2024	143764	NUCO2 LLC	200.90
11/04/2024	143765	O'REILLY AUTOMOTIVE INC	75.82
11/04/2024	143766	OLSON & HOWARD	1,152.50
11/04/2024	143767	OMS COMPLIANCE SERVICES INC	488.50
11/04/2024	143768	ON DUTY GEAR LLC	99.94
11/04/2024	143769	PERFORMANCE ENGINEERS INC	1,342.50
11/04/2024	143770	PHILLIP R STERRETT	372.39
11/04/2024	143771	PLUNKETT COONEY	140.00
11/04/2024	143772	POWER LINE SUPPLY	8,096.73
11/04/2024	143773	POWER SYSTEM ENGINEERING INC	2,070.00
11/04/2024	143774	PRESTON FEATHER	26.69
11/04/2024	143775	PROVIDENCE ORGANIC FARM	284.00
11/04/2024	143776	PURE WATER WORKS	17.00
11/04/2024	143777	RESCO	9,214.00
11/04/2024	143778	ROBINSON'S LANDSCAPING & NURS	260.00
11/04/2024	143779	RYAN S LEITNER	235.84
11/04/2024	143780	SCIENTIFIC BRAKE - GAYLORD	48.52
11/04/2024	143781	SIEGRIST, EVA	362.00
11/04/2024	143782	SOUND ENVIRONMENTS LLC	610.00
11/04/2024	143783	STATE & MASON LLC	532.44
11/04/2024	143784	STATE OF MICHIGAN	679.73
11/04/2024	143785	SUMMIT FIRE PROTECTION	429.00
11/04/2024	143786	SWANSON K & D INC	2,800.00
11/04/2024	143787	SWEET MARIA'S LLC	156.00

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: PAPER CHECK - CHECK SOURCE: COMPUTER GENERATED CHECKS

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
11/04/2024	143788	THRU GLASS CLEANING CO	12,000.00
11/04/2024	143789	TILLIE'S TAFEL	15.00
11/04/2024	143790	TRACE ANALYTICAL LABORATORIES	730.75
11/04/2024	143791	UNIFIRST CORPORATION	468.75
11/04/2024	143792	UP NORTH ASSESSING INC	5,500.00
11/04/2024	143793	UPPER CASE PRINTING INK	619.83
11/04/2024	143794	USABLUEBOOK	72.95
11/04/2024	143795	VILLAGE GRAPHICS INC	144.00
11/04/2024	143796	WITT FAMILY FARM	4.00
11/04/2024	143797	ZAREMBA EQUIPMENT INC	106,080.26

1 TOTALS:

Total of 80 Checks:	455,626.50
Less 0 Void Checks:	0.00
Total of 80 Disbursements:	455,626.50

CHECK REGISTER FOR CITY OF CHARLEVOIX
CHECK DATE 10/10/2024 - 10/10/2024

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: EFT

Check Date	Bank	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK				
10/10/2024	1	26(E)	DTE ENERGY	2,146.42
1 TOTALS:				
Total of 1 Checks:				2,146.42
Less 0 Void Checks:				0.00
Total of 1 Disbursements:				2,146.42

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 10/14/2024 - 10/14/2024

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: EFT

Check Date	Bank	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK				
10/14/2024	1	27(E)	STATE OF MICHIGAN	32,814.31
1 TOTALS:				
Total of 1 Checks:				32,814.31
Less 0 Void Checks:				0.00
Total of 1 Disbursements:				32,814.31

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK DATE 10/21/2024 - 10/21/2024

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: EFT - CHECK SOURCE: COMPUTER GENERATED CHECKS

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
10/21/2024	28(E)	ENTERPRISE FM TRUST	4,361.36
10/21/2024	29(E)	MICHIGAN PUBLIC POWER AGENCY	15,198.10
1 TOTALS:			
Total of 2 Checks:			19,559.46
Less 0 Void Checks:			0.00
Total of 2 Disbursements:			19,559.46

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK NUMBER 30 - 35

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: EFT - CHECK SOURCE: COMPUTER GENERATED CHECKS

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
10/25/2024	30(E)	**EFTPS* Payroll Taxes	45,330.60
10/25/2024	31(E)	Alerus Financial	558.00
10/25/2024	32(E)	MissionSquare - 401 Plan 1091	1,204.14
10/25/2024	33(E)	MissionSquare - 457 Plan 3009	22,506.22
10/25/2024	34(E)	MissionSquare - Roth IRA 7061	1,165.00
10/25/2024	35(E)	STATE OF MICHIGAN	6,737.04
1 TOTALS:			
Total of 6 Checks:			77,501.00
Less 0 Void Checks:			0.00
Total of 6 Disbursements:			77,501.00

CHECK REGISTER FOR CITY OF CHARLEVOIX
CHECK NUMBER 36 - 36

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: EFT - CHECK SOURCE: COMPUTER GENERATED CHECKS

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
10/25/2024	36(E)	MERS	66,342.93
1 TOTALS:			
Total of 1 Checks:			66,342.93
Less 0 Void Checks:			0.00
Total of 1 Disbursements:			66,342.93

CHECK REGISTER FOR CITY OF CHARLEVOIX

CHECK NUMBER 37 - 37

BANK CODE: 1 - GENERAL CASH - HUNTINGTON BANK - CHECK TYPE: EFT - CHECK SOURCE: COMPUTER GENERATED CHECKS

Check Date	Check	Vendor Name	Amount
Bank 1 GENERAL CASH - HUNTINGTON BANK			
10/28/2024	37(E)	MICHIGAN PUBLIC POWER AGENCY	13,966.43
1 TOTALS:			
Total of 1 Checks:			13,966.43
Less 0 Void Checks:			0.00
Total of 1 Disbursements:			13,966.43

Charlevoix City Council
Consent Agenda

Title: High Service Pump Rebuild for Water Treatment Plant: $29,684.00
Date: November 1, 2024

Presented By:

Background:
This fall we had a failure of one of our high service pumps at the Water Treatment Plant. With some difficulty, Northern Pump and Well pulled the pump from service and assessed the condition. They recommend a rebuild of the pump with mostly new components and will re-install it when complete. They have provided service for us for many years. They also recommended a maintenance schedule for the other pumps which we will commence going forward. We questioned whether an entirely new pump was a better option but given the preponderance of new material in this rebuild, this is the method that is most effective. This pump is original to the plant's construction.

Recommendation:
Motion to approve the proposal from Northern Pump and Well to rebuild high service pump #1 at the Water Treatment Plant for $29,684 and authorize the City Manager to sign all necessary documents.

Attachments:
1. Pump #1 repair Proposal

NORTHERN PUMP & WELL
Doing it Right

6837 W. Grand River Ave.
Lansing, MI 48906

City of Charlevoix
Attn: Nick Hilling
210 State Street
Charlevoix, MI 49720

Proposal

Date	Proposal #
10/21/2024	24-Q3241A

Description	Qty	Rate	Total
Thank you for the opportunity to present you with this proposal for the repair of your #1 High Service pump.			
The following quote is in addition to signed quote 24-Q3241 for $6,380.00.			
Repair cracked pump head riser	1	270.00	270.00
Motor repair, Clean, Check and bearings 150 Hp	1	3,335.00	3,335.00
Pump Head: Sand Blast Clean and paint head	1	455.00	455.00
Stuffing box repair	1	350.00	350.00
10" x 4'11-1/4" Top Column, cut and machined to custom length	1	923.00	923.00
10" x 9'11-1/4" Intermediate Column	1	882.00	882.00
10" x 4'11-1/4" Bottom Column	1	624.00	624.00
1-1/2" SST Motor Shaft, keyed and threaded	1	513.00	513.00
1-1/2" SST Head Shaft w/coupling, machined to length	1	475.50	475.50
1-1/2" x 10' SST Shaft w/coupling	1	583.50	583.50
1-1/2" x 5' SST Shaft w/coupling	1	438.00	438.00
10" x 2-1/2" DropIn SST Spiders	2	277.50	555.00
Pump New 3 Stage 2,035 GPM at 240 TDH, 1800 rpm, * Current lead time is	1	12,765.00	12,765.00
Bolts, Air Line Fittings, Paint, Air Line Gauge, Pressure Gauge	1	135.00	135.00
Labor, Mobilization, Demobilization, Set Pump, Run check pump. * Estimated hours, actual hours charged. *	12	345.00	4,140.00
Machining/Shop Labor	36	90.00	3,240.00
NOTE: Should conditions change and/or any additional work be required, beyond the original scope of this project, our standard hourly rates will apply. Northern Pump & Well will consult with you prior to the additional work being performed.			
Signature:____________________________ Date: ____________ Purchase Order No. (if required):________________________ * If this proposal meets your approval, please sign / date and return to fax number:..1-517-322-0135			
If you have any questions, feel free to call 877-477-1757 or 517-322-0219	**Total**		$29,684.00

Charlevoix City Council

Consent Agenda

Title: Grand Traverse Band of Ottawa & Chippewa Indians Grant Application
Date: November 1, 2024

Presented By:

Background:
The Grand Traverse Band of Ottawa and Chippewa Indians (GTB) pays 2% of its video gaming revenue to local units of government through a grant process. GTB requires the local unit of government to endorse all grant submissions. Joppa House Ministries is seeking $29,211.00 for their transitional home for women and children.

Recommendation:
Motion to authorize the City Manager to sign the 2% allocation grant application for Joppa House and forward it to the Grand Traverse Band of Ottawa and Chippewa Indians Tribal Council for their consideration.

Attachments:
1. Tribal Council Allocation of 2% Funds Application Form

Tribal Council Allocation of 2% Funds
Application Form

PLEASE NOTE:

Under the terms of the consent decree, which settled *Tribes v. Engler* (Case No. 1:90-CV-611, U.S. Dist. Ct., West. Dist. Mich.), the Grand Traverse Band of Ottawa and Chippewa Indians, as defined in the stipulation, has agreed to pay 2% of its video gaming revenue to local units of government (i.e., local township, village, city, county board of commissioners, public school system).

***ONLY APPPLICATIONS FROM LOCAL UNITS OF GOVERNMENT LOCATED WITHIN GTB'S 6-COUNTY SERVICE AREA WILL BE CONSIDERED FOR 2% FUNDING**

1. Allocation Cycle:
   - ☐ JUNE – New submission date, Postmarked by **MAY 31st**
   - ☑ DECEMBER – New submission date, Postmarked by **NOVEMBER 30th**

2. Name of Applicant: City of Charlevoix - Joppa House Ministries

   Address: 210 State St.
   Charlevoix, MI 49720

   Phone #: 231-547-3270 Fax #: 231-547-3617

   Printed Name: Mark Heydlauff

   - **Authorized Signature:** ____________________
     (Signature of local unit of government official; e.g., county/city official, township supervisor, village president, college president, school superintendent)

   Title: City Manager

   E-mail address: markh@charlevoixmi.gov

   Printed Name of contact person: Mark Heydlauff

   Telephone #: 231-547-3270 Fax #: 231-547-3617

   E-mail address: markh@charlevoixmi.gov

3. Type of Applicant:

	_____ Local Government	_____ Local Court
_____ Township	_____ County Commissioner	_____ Road Commission
_____ Public School District	_____ College	_____ Charter School
_____ Public Library	_____ Sheriff/Police Department	_____ Fire Department

X 501c3 applying through local unit of government (name): Joppa House Ministries

4. Fiscal Data: Amount Requested: $ 29,211.00 Percent: 12.75 %

Local Leveraging: (Match) $ 199,789.00 Percent: 87.25 %

Total Budget: $ 229,000.00 Percent: 100 %

5. Target Population numbers: X Children X Adults X Elders

(Indicate the number of GTB members) ____ Total GTB member Community ____ Others

6. Counties Impacted: X Antrim X Benzie X Charlevoix

x Grand Traverse x Leelanau x Manistee

7. Brief Description (purpose of funding); include statement of need:

Celebrating our 10th anniversary of serving women and children, Joppa House Women's Recovery Homes, located at 801 & 803 State St, Charlevoix serve women in active recovery from substance use disorders such as, alcoholism and drug addictions. We provide a safe, supportive and nurturing environment for women seeking to continue their personal recovery while introducing sober living skills peer-to-peer fellowship and support to help individuals gain strength and coping skills to aid in transitioning back into the community and strengthen their families, creating and sustaining a fully enriched life free from addictions. Our two recovery homes have housed 127 and 93 children over the past ten years! Joppa House boasts a 70% success rate in helping women become productive, indepen-ent citizens free from substance use. The ladies are required to commit to 6-9 months in our program, work full-time or part-time in conjunction with classes, zero tolerance for drugs, alcohol or weapons, connection with the local recovery community and meetings, obtain a counselor, peer recovery coach, sponsor, primary care physician, successfully complete our 6 Outlooks to Independance & Healing, volunteer in the community, and pay their weekly Shared Living Expense. Their success is celebrated with a bi-annual graduation ceremony. We currently have 4 women and 4 children in residency at this time. This grant will provide food, meet resident needs and help pay utilities for the next year.

Food, House Operating Expenses & Resident needs ($16,499.00) - Utilities ($12,712.00) = $29,211.00

Joppa House is certified with the Mich. Assoc. of Recovery Residences and the National Association of Recovery Residences. www.joppahouseministries.org

8. This question only pertains to Indian Education Programs of Public School Systems. If you are not an Indian Education Program of a Public School system, skip to question 9.

(a) **Program formula: (1) $5,000, up to $10,000 per school district + (<u>$1,000, up to $1,500</u> x # of GTB member students) = allocation. The increase to the formula will be determined by the previous timely 2% report received, and the data provided within the report on the success of the school's Indian Education Program as a result of the 2% allocation.**

<u>Please note</u>: 1) In completing this section, only provide the student numbers of currently enrolled GTB members; do not include the general Native American data of your school system; and 2) there will be a cap of $100,000, up to $125,000 per school, based on the school's GTB membership count and data provided within the 2% report received from the previous year.

(b) Recommendation from Parent Committee: ☐ YES ☐ NO

<u>Please have the Parent Committee sign the attached Certification Form.</u>

(c) Describe parent involvement in project: ______________________

____

(d) Does the school receive Title VII Indian Education Funds? ☐ YES ☐ NO

If yes, how much: ___________

9. What are the start and completion dates of the proposed project?

Start 1/25 Completion 12/25

10. Has applicant received prior awards through the Tribe's 2% funding allocation?

☑ YES ☐ NO. If yes, please list the start and end dates and amount:

1/24 - 12/24 and amounts: 20,000.01

1/23 - 12/23 and amounts: 21,588.30

1/22 - 12/22 and amounts: 21,500.00

11. Is the proposed project new __________ or a continuation project X__________?

If this is a continuation project, please explain why there is a need to continue funding:

Joppa House is a 501c3 organization completely dependent on private contributions, fundraising and grant funding. Joppa House has been operational for 10 years, providing safe, rehabilitative transitional housing for women in recovery. Continued funding is necessary to keep this program available to women and their children for years to come.

12. If the previous project has been completed, did you submit your 2% report? ☑ YES ☐ NO.

The 2% report must be submitted one year from the date you received your 2% award. If your report has not been submitted, <u>your current application will not be considered!</u> 2% Reports are mandatory for future grant considerations. Mail your 2% report to: Attn: 2% Reports; GTB, 2605 N.W. Bay Shore Drive, Peshawbestown, MI 49682.

13. Impact of Gaming on local program: (e.g., increase in student population, resulting from increase in Tribal employment or increase in emergency services to Casino patrons).

Joppa House offers shelter and employment support to both Casino patrons and employees.

The Casinos have the potential to provide employment opportunities to Joppa House residents.

14. How will the success of the project be assessed (evaluation plan)? Success is evaluated both quantitatively and qualitatively. Quantitative success is the number of women and children who have utilized our services - 220 Women & children.

Qualitative success is measured by the long-term ability of past residents to maintain sobriety and independent living.

15. If new staff is required, will preference be given to Native American applicants?

☑ YES ☐ NO

16. Budget: Please attach a one-page itemization of the planned budget. Include explanation for each category of the budget.

<u>IMPORTANT!! BEFORE YOU MAIL YOUR 2% APPLICATION, PLEASE REMEMBER TO:</u>

1) Execute authorized signature on first page, question #2.
2) Attach 1-page budget
3) Attach Parent Committee Certification Form if application is from an Indian Education/Title VII Program.
3) Submit by appropriate deadline:
   - **<u>If for June cycle, postmarked by May 31st.</u>**
   - **<u>If for December cycle, postmarked by November 30th.</u>**

Mail completed 2% applications to:

Attention: 2% Program
Grand Traverse Band of Ottawa and Chippewa Indians
2605 N.W. Bay Shore Drive
Peshawbestown, MI 49682

If you have any questions, please call 231-534-7601.

Grand Traverse Band of Ottawa and Chippewa Indians 2% Indian Education Parent Committee Certification Form

Instructions: By filling out this form, you are certifying that only one 2% application is being submitted for your school district's Indian Education/Title VII program.

We affirm that we have participated in providing information regarding the content of this 2% application for the Grand Traverse Band of Ottawa and Chippewa Indians (GTB).

We affirm that previous 2% reports have been submitted to GTB for 2% funding that this school district has received from GTB.

As current members of this school district's Parent Committee for the Indian Education Program/Title VII, we approve of and certify that this 2% application is being submitted on behalf of the __________________________________ School District.
(Name of school district)

Print Name	Sign Name	Date

Revised 2% form - approved at the September 20, 2017, Tribal Council Regular Session

10:15 AM
10/19/24
Accrual Basis

Joppa House Ministries
Profit & Loss
January 1 through October 19, 2024

	Jan 1 - Oct 19, 24	
Ordinary Income/Expense		
Income		
40008 · Lisa [redacted] SD		
40009 · Lisa [redacted] SLE	3,040.00	
Total 40008 · Lisa [redacted] SD		3,040.00
40016 · Victoria [redacted] - SD		
40017 · Victoria [redacted] - SLE	2,520.00	
40016 · Victoria [redacted] - SD - Other	200.00	
Total 40016 · Victoria [redacted] - SD		2,720.00
41503 · Deborah [redacted] - SD		
41504 · Deborah [redacted] - SLE	500.00	
Total 41503 · Deborah [redacted] - SD		500.00
41518 · Miranda [redacted] - SD		
41519 · Miranda [redacted] - SLE	375.00	
Total 41518 · Miranda [redacted] - SD		375.00
41772 · Monica [redacted] SLE		120.00
41773 · Crystal [redacted] - SD		
41774 · Crystal [redacted] - SLE	399.00	
Total 41773 · Crystal [redacted] - SD		399.00
41791 · Sabrina [redacted] SLE		100.00
41793 · Jennifer [redacted] SLE		1,370.00
41797 · Angela [redacted] - SD		
41798 · Angela [redacted] - SLE	360.00	
Total 41797 · Angela [redacted] - SD		360.00
41799 · Ashley [redacted] - SD		
41801 · Ashley [redacted] - SLE	1,375.00	
Total 41799 · Ashley [redacted] - SD		1,375.00
41804 · Lori [redacted]		
41805 · Lori [redacted] SLE	840.00	
Total 41804 · Lori [redacted]		840.00
41808 · Kimberly [redacted] - SD		
41809 · Kimberly [redacted] - SLE	2,660.00	
Total 41808 · Kimberly [redacted] - SD		2,660.00
41810 · Amanda [redacted] - SD		
41811 · Amanda [redacted] - SLE	2,780.00	
Total 41810 · Amanda [redacted] - SD		2,780.00
41812 · Kimberly [redacted] - SD		
41813 · Kimberly [redacted] - SLE	1,680.00	
Total 41812 · Kimberly [redacted] - SD		1,680.00
41814 · Georgia [redacted] SD		
41815 · Georgia [redacted] - SLE	620.00	
Total 41814 · Georgia [redacted] SD		620.00
41818 · JoAnne [redacted] - SD		
41819 · JoAnne [redacted] - SLE	1,759.00	
Total 41818 · JoAnne [redacted] - SD		1,759.00

Joppa House Ministries
Profit & Loss
January 1 through October 19, 2024

			Jan 1 - Oct 19, 24
49100 · Special Services Income			885.00
49102 · Special Events Gala Income			10,900.00
49103 · Grant Income			20,000.01
49109 · Garden Fund			250.00
49500 · Tithes/Offerings			63,708.16
49600 · Donation Boxes			569.61
49700 · Other			2,914.23
Total Income			119,925.01
Expense			
59999 · Administration Expense			7,700.00
60000 · Advertising and Promotion			3,016.66
60200 · Automobile/Fuel Expense			1,256.00
60400 · Bank Service Charges			496.61
60500 · Benevolence			72.15
60601 · Health Insurance Expense			3,000.00
60602 · Retirement Benefit Expense			1,000.00
61400 · Charitable Contributions			1,200.00
61800 · Conferences and Meetings			420.57
62500 · Dues and Subscriptions			852.17
62501 · Encouragement			590.42
62502 · Curriculum			330.11
62700 · Special Events			
62701 · Fundraising Gala Expense		2,303.75	
62702 · Resident Activities		911.52	
62700 · Special Events - Other		1,732.75	
Total 62700 · Special Events			4,948.02
63300 · Insurance Expense			10,572.00
63800 · Landscaping Expenses			
63802 · 803 Landscaping		3,110.40	
63800 · Landscaping Expenses - Other		117.10	
Total 63800 · Landscaping Expenses			3,227.50
64600 · Ministry Expenses			
64601 · Lease Expense		57,100.00	
Total 64600 · Ministry Expenses			57,100.00
64650 · Pastoral Expense			
64651 · Pastoral Meals		33.53	
64652 · Pastoral Travel		115.04	
64653 · Pastoral Educational Materials		13.35	
Total 64650 · Pastoral Expense			161.92
64802 · 801 House Operational Expenses			
64804 · Groceries/Food 801			
64812 · 803 Groceries/Food	2,559.10		
64804 · Groceries/Food 801 - Other	7,451.64		
Total 64804 · Groceries/Food 801		10,010.74	
64805 · Clothing for the Residents		59.35	
64808 · Drug Testing Expense			
64815 · 803 Drug Testing	8.47		
64808 · Drug Testing Expense - Other	307.10		
Total 64808 · Drug Testing Expense		315.57	
64809 · Auto Expense for Residents		186.89	
64811 · 803 House Operational Expenses		692.46	
64802 · 801 House Operational Expenses - Other		2,261.41	
Total 64802 · 801 House Operational Expenses			13,526.42
64803 · Child Care Expense			60.00
64807 · Resident Medical Needs			207.00
64900 · Office Supplies			1,050.78
64901 · Office Equipment and Furniture			634.05

Joppa House Ministries
Profit & Loss
January 1 through October 19, 2024

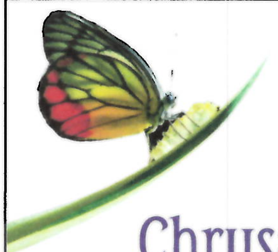
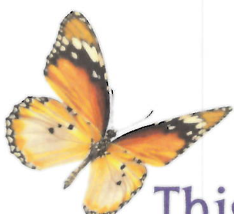
		Jan 1 - Oct 19, 24
65200 · Outside Services		
65201 · 803 Outside Services	1,810.00	
65200 · Outside Services - Other	526.46	
Total 65200 · Outside Services		2,336.46
66500 · Postage and Delivery		761.54
66700 · Professional Fees		60.00
66900 · Relief Expense		3,630.00
67200 · Repairs and Maintenance 801		
67201 · 803 Repairs & Maintenance	5,683.90	
67200 · Repairs and Maintenance 801 - Other	1,987.64	
Total 67200 · Repairs and Maintenance 801		7,671.54
67800 · Small Tools and Equipment		
67801 · Appliances	331.77	
67800 · Small Tools and Equipment - Other	520.19	
Total 67800 · Small Tools and Equipment		851.96
68100 · Telephone Reimburse Expense		1,000.00
68600 · Utilities		
68601 · Electric	2,836.96	
68602 · Heat	1,221.67	
68604 · Trash	808.74	
68605 · Charter Communications	1,043.78	
68607 · 803 Electric	2,217.96	
68608 · 803 Heat	990.81	
68609 · 803 Trash	360.63	
68610 · 803 Internet	1,111.45	
Total 68600 · Utilities		10,592.00
Total Expense		138,325.88
Net Ordinary Income		-18,400.87
Net Income		**-18,400.87**

JOPPA HOUSE BUDGET
2025

INCOME	AMOUNT	EXPENSES	AMOUNT
RESIDENT INCOME (50%)	$ 50,000.00	ADMIN	$ 7,200.00
GRANT INCOME	$ 24,000.00	ADVERTISING	$ 2,500.00
FUNDRAISING INCOME	$ 80,000.00	AUTO/FUEL	$ 1,500.00
TITHES/OFFERINGS	$ 75,000.00	SERVICE CHARGES	
TOTAL	**$ 229,000.00**	BANK	$ 100.00
		STRIPE	$ 900.00
		HSA	$ 3,600.00
		RETIREMENT	$ 1,200.00
		CHARITABLE CONTRIBUTIONS	$ 10,000.00
		CONFERENCES/MEETINGS	$ 500.00
		DUES/SUBSCRIPTIONS	$ 1,000.00
		ENCOURAGEMENT	$ 1,000.00
		CURRICULUM	$ 500.00
		SPECIAL EVENTS	$ 7,500.00
		LIABILITY INSURANCE	$ 11,000.00
		LANDSCAPING - 801	$ 1,000.00
		LANDSCAPING - 803	$ 1,000.00
		MINISTRY EXPENSE - PAYROLL	$ 108,000.00
		MINISTRY EXPENSE - PR TAXES	$ 27,000.00
		PASTORAL EXPENSE	$ 500.00
		HOUSE OPERATIONAL EXPENSE	$ 15,000.00
		DRUG TESTING EXPENSE	$ 500.00
		AUTO EXPENSE - RESIDENTS	$ 1,000.00
		MEDICAL NEEDS - RESIDENTS	$ 100.00
		OFFICES SUPPLIES	$ 1,000.00
		OFFICE EQUIPMENT	$ 500.00
		OUTSIDE SERVICES	$ 1,500.00
		POSTAGE	$ 300.00
		PROFESSIONAL FEES	$ 1,000.00
		RELIEF EXPENSE	$ 1,500.00
		REPAIRS & MAINTENANCE - 801	$ 2,500.00
		REPAIRS & MAINTENANCE - 803	$ 2,500.00
		SMALL TOOLS & EQUIPMENT	$ 500.00
		TELEPHONE REIMBURSE EXP	$ 1,200.00
		UTILITIES - LISTED BELOW***	$ 13,500.00
		ELECTRIC 801/ELECTRIC 803*	
		HEAT 801/HEAT 803*	
		TRASH 801/TRASH 803*	
		INTERNET 801/INTERNET 803*	
		TOTAL	**$ 228,600.00**

The Joppa House 6

— Outlooks to Independence and Healing —

Outlook	Primary Objectives	Overall Outlook Goals
 Chrysalis Outlook #1 INTAKE	• Provide ID, sign intake, read resident handbook, settle into room & the house • Acquire a Counselor • Acquire a Primary Care Physician • Apply for Social Services • Connect with Recovery Meetings • Find a Sponsor & Peer Recovery Coach • Meet with Case Manager(s) to set up a treatment plan & relapse prevention plan • Medication review • Immediate Goals	• 2 week Probation Period • Attend 5 Meetings/wk • Church & Bible Study • Legal Obligations • Approved visits • Complete *Stepping Stones* Module One (Purple)
 Thistle Outlook #2 Employment and Finances	• Identify work strengths & interests (passions & giftings) • Resume Writing/Application & Interview Skills • Job Search/Secure Employment/Vocational Education • Develop a short & long term employment and/or educational plan • Address barriers to employment • Budgeting/Spending Diary (Savings for 1st & last month's rent) • Pay Program Fees • Begin attending recovery meetings • Develop a relapse plan	• Attend 5 meetings per week • Obtain employment and/or educational opportunities • Fulfill any legal obligations • Approved visits • Complete *Stepping Stones* Module Five (Green)
 Emperor Outlook #3 Finding Balance	• Choose weekly activities; establish hobbies & skills • Monitor stress & sleeping habits • Set long term goals and action plan to achieve those goals • Review budget/financial plan/ savings/responsibilities/ banking • Continue recovery meetings/ Relapse Plan review • Mindfulness & S.M.A.R.T. Goal Setting	• Attend 4 meetings a week • Fulfill legal obligations • Approved visits • Complete *Stepping Stones* Module Six (Brown)

Joppa House Ministries • 231-330-2643 •
joppahouseministries@gmail.com • joppahouseministries.org

Outlook	Primary Objectives	Overall Outlook Goals
 Admiral Outlook #4 Loving Self / Spiritual Emphasis	• Self Care • Nutrition planning/training/ health goal setting/exercise plan • Commit to regular exercise • Commit to healthy eating habits • Follow your set budget • Devotional study & journaling/ personalized study • Focus on growth, personal faith story/presentation, identity in Christ/spiritual gifts • Find or be assigned a mentor • Continue recovery meetings • Relapse Plan Review	• Attend 3 meetings a week • Fulfill legal obligations • Approved visits • Complete *Stepping Stones* Module Two (Yellow)
 Swallowtail Outlook #5 Giving Back	• Passions Identification • Volunteer at a local non-profit three (3) hours per week • Present to Case Manager(s)/ House Director "Why Giving Back Matters" • Mentor new housemates	• Attend 3 meetings a week • Community Service • Fulfill Legal Obligations • Approved visits • Complete *Stepping Stones* Module Four (Blue)
 Monarch Outlook #6 Transition and Preparation for Graduation	• 6 to 9 Months of sobriety and successful completion of all 6 Joppa House Outlooks • Developing an exit plan: • Complete Outlook 6 Packet which includes: • Community Resources • Housing (sufficient housing procured) • Savings for rent deposits • Support group • Meetings • Your support community / plans for when independent and able to sustain independent living • Have a budget in place to support housing/ personal needs • Employment & vehicle for employment • Review recovery plan/ relapse prevention plan • Review future goals	• Attend 2 meetings a week • Community Service • Fulfill Legal Obligations • Approved visits • Complete *Stepping Stones* Module Three (Pink) • Relapse Prevention Plan • Exit Plan

Charlevoix City Council
Consent Agenda

Title: Replacement of Automated External Defibrillators AEDs
Date: November 1, 2024

Presented By:

Background:
Currently, the City owns 17 AED's (Automated External Defibrillators), many of which are refurbished and have exceeded their recommended lifespan of 5–7 years. We plan to add 11 new units, bringing the total to 28. Currently, there is no regular maintenance program for the AED's. When EMS was city-operated, personnel inspected and maintained the devices, but this has decreased with recent changes. Some departments have contracted companies for monthly inspections of their AED's and first aid equipment.

I recommend replacing our AED's with Stryker Life Pak models, which are Wi-Fi or cellular-enabled, allowing them to report their status, battery life, and pad replacement needs. These AED's work with EMS monitors, enabling patient assessment during CPR and wireless data transfer to hospitals. I will assign personnel to monitor the AED's' health and status, ensuring timely maintenance and replacement.

Having the same model for all city staff promotes continuity. We will conduct training on AED use and CPR during the installation of the new units. Additionally, we can establish a replacement cycle to meet financial and safety standards.Stryker offers a discounted rate for local businesses and entities to purchase AED's, which we will promote in collaboration with the Chamber and other service groups.

The total cost for the new units is approximately $55,970.35, which will be allocated to each department based on their existing AED's and requests for new items. This investment is essential to ensure that all city departments are equipped with the latest life-saving technology, thereby enhancing our emergency response capabilities in the community.

Additionally, $24,000.00 was received from some grateful residents to help fund the replacement of the AED's at the parks and beaches as well as those carried in the patrol vehicles. Any funds left over would go toward the remainder of the AED project.

Recommendation:
Motion to approve the purchase of 28 automated external defibrillators from Stryker Corporation for $55,970.35 and authorize the City Manager to sign all necessary documents.

Attachments:
None

Charlevoix City Council

Public Hearings and Actions Requiring Public Hearings

Title: Set Public Hearing: Amendment to Disorderly Conduct, Ordinance 853 of 2024
Date: November 1, 2024

Presented By: Mark Heydlauff, City Manager

Background:
At your meeting on October 21, Council directed staff to develop plans to attempt to control the deer population based on the model in use in Meridian Township in Ingham County. To this end, we have developed an amendment to the Disorderly Conduct Ordinance to remove bow and arrow from the list of prohibited weapons that can be discharged in the City. We have also prohibited the discharge of a bow and arrow on city property except when the Council may pass a resolution to authorize it based on conditions you may set.

Recommendation:
Motion to set a public hearing for November 18, 2024 at 6pm in the Council Chambers of City Hall to consider Ordinance 853 of 2024 as proposed.

Attachments:
1. 853 of 2024 Disorderly Conduct

CITY OF CHARLEVOIX
ORDINANCE NO. 853 of 2024
AN ORDINANCE TO AMEND TITLE XIII, CHAPTER 130, SECTION 130.03 (B) (1), OF THE CHARLEVOIX CITY CODE

THE CITY OF CHARLEVOIX ORDAINS:

SECTION 1. Title XIII, Chapter 130, Section 130.03 (B) (1) of the City of Charlevoix Code is hereby amended as follows:

(B) *Acts prohibited.* No person shall:

1. Discharge a pistol or other firearm ~~**or bow and arrow**~~ in the city, except when lawfully acting in the defense of persons or property or the enforcement of law or at a duly established range, the operation of which has been approved by the City Council;
2. The discharge of a bow and arrow on land owned by the City is prohibited unless the City Council may, upon the advice and consent of the appropriate agencies of this state, approve by resolution the removal and control of wildlife under conditions it may from time to time determine.

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.

Ordinance No. 853 was adopted on the XX day of November 2024 A.D., by the Charlevoix City Council as follows:
Motion by:
Seconded by:
Yeas:
Nays:
Absent:

State of Michigan } §
City of Charlevoix

Sarah J. Dvoracek	Clerk	Lyle Gennett	Mayor

Charlevoix City Council
All Other Actions and Requests

Title: New Year's Eve Holiday
Date: November 1, 2024

Presented By: Mark Heydlauff, City Manager

Background:
Earlier this year, we agreed to a new contract with the police officer's union. One provision of the agreement was the addition of New Year's Eve day as a holiday. I would like to extend this to all employees. We have seen this done locally in some nearby communities and it is not a busy time of year for customer traffic.

Recommendation:
Motion to authorize New Year's Eve day as a city holiday beginning with December 31, 2024.

Attachments:
None

Charlevoix City Council

Reports and Communications

Title: City Manager's Comments

Date: November 1, 2024

Presented By:

Background:

A. DDA Update

At their meeting on October 28, the DDA Board approved a shared services agreement with the Charlevoix Area Chamber of Commerce. This agreement will see the Chamber expand the support they provide the DDA by being the face and day-to-day operational entity for DDA activities like certain events and business development. I will continue in my role as Acting Director and plan to bring a proposal soon to the DDA for an agreement to compensate the City for administrative costs. The board also agreed to a plan to pay off their obligation to the Charleovix Library over the current and following fiscal years totaling $155,000.

B. Voting Information

Early in-person voting began last weekend and the response rate has been very high. Between city residents who have returned their absentee ballots already and those who have used the in-person early voting option at the county, nearly half of Charlevoix registered voters have already cast ballots for the November election. Election workers have received more training this week from the Clerk and the Police Chief and they will be ready to execute their critical role on Tuesday.

Recommendation:

Attachments:

None

Charlevoix City Council
Reports and Communications

Title: Mayor and Council Comments
Date: November 1, 2024

Presented By:

Background:

Recommendation:

Attachments:
None