

City of Charlevoix
City Council Regular Meeting Minutes
Friday, November 1, 2024 - 12:00 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

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

Motion by Parr, seconded by Kalbfell to approve the consent agenda as presented.

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

Nays: None

Motion carried.

A. City Council Meeting Minutes - October 21, 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
10/24/2024	Special Accounts Payable Run	\$70,601.20
10/25/2024	Payroll (net pay)	\$125,778.66
10/25/2024	Payroll Transmittal Checks	\$5,892.70
11/04/2024	Regular Accounts Payable	\$455,626.50
10/10/2024-10/28/2024	ACH/WIRE Payments	\$212,330.55
Grand Total		\$870,229.61

The entire accounts payable and payroll check registers [can be viewed on the City's website.](#)

C. High Service Pump Rebuild for Water Treatment Plant: \$29,684.00

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.

D. Grand Traverse Band of Ottawa & Chippewa Indians Grant Application

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.

E. Replacement of Automated External Defibrillators AEDs

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.

6. Public Hearings and Actions Requiring Public Hearings

A. Set Public Hearing: Amendment to Disorderly Conduct, Ordinance 853 of 2024

Mark Heydlauff, City Manager

City Manager Heydlauff presented information on the amendment to disorderly conduct Ordinance 853 of 2024.

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

Motion by Cole, seconded by Hagen 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.

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

Nays: None

Motion carried.

7. All Other Actions and Requests

A. New Year's Eve Holiday

Mark Heydlauff, City Manager

City Manager Heydlauff presented information on the New Year's Eve Holiday.

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

Motion by Kalbfell, seconded by Spring to authorize New Year's Eve day as a city holiday beginning on December 31, 2024.

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

Nays: None

Motion carried.

8. Reports and Communications

A. Public Comment

- Leilani Durbin stated her concerns about the Burns Street Docks and the placement of benches on Ferry Beach

B. City Manager's Comments

- Thanked City Clerk for her hard work in the election

C. Mayor and Council Comments

- Council requested allowing year round residents only use the Burn Street docks, City Manager Heydlauff will draft a policy

9. Other Council Business

10. Adjourn

Mayor Gennett adjourned the meeting at 12:20 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor