

AGENDA
CITY OF CHARLEVOIX CITY COUNCIL MEETING

Monday, January 5, 2015 - 7:00 p.m.
210 State Street, City Hall, Second Floor City Council Chambers, Charlevoix, Michigan

- I. Invocation or Pledge of Allegiance**
- II. Roll Call of Members Present**
- III. Inquiry Regarding Possible Conflicts of Interest**
- IV. Consent Agenda**
 - A. City Council Meeting Minutes – December 15, 2014 **PG 1-7**
 - B. Accounts Payable Check Registers & Payroll Check Registers **PG 8-25**
- V. Public Hearings**
- VI. Reports**
- VII. Requests, Petitions and Communications and Actions Thereon**
 - A. Agreement for Ambulance Services provided by the City of Charlevoix to Charlevoix Township, Eveline Township, Hayes Township, Marion Township and Norwood Township **PG 26-31**
 - B. Agreement for Fire service with Eveline Township **PG 32-35**
 - C. Request to Apply for Michigan Department of Transportation Permits **PG 36-39**
 - D. Mayoral and Council Appointments **PG 40**
- VIII. Introduction and Initial Actions Relating to Ordinances or to Resolutions That Require Publication or Hearings Prior to Final or Further Action**
 - A. Budget Amendment #1 for 2014-15 **PG 41-42**
 - B. 2015-16 Budget Ordinance **PG 43-46**
- IX. Resolutions**
 - A. Request to Apply for Michigan Department of Transportation Permits **PG37-39**
- X. Ordinances**
- XI. Miscellaneous Business**
- XII. Audience – Non-Agenda Input (written requests take precedent)**
- XIII. Adjourn**

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CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, December 15, 2014 – 7:00 p.m.
210 State Street, City Hall, Council Chambers, Charlevoix, MI

The meeting was called to order at 7:00 p.m. by Mayor Gabe Campbell.

I. Pledge of Allegiance

II. Roll Call of Members Present

Mayor: Gabe Campbell
City Manager: Robert Straebel
City Attorney: Scott Howard
City Clerk: Joyce Golding
Members Present: Councilmembers Shane Cole, Shirley Gibson, Luther Kurtz, Leon Perron, Jeff Porter, and Bill Supernaw
Absent: None

III. Inquiry Regarding Possible Conflicts of Interest

None.

IV. Consent Agenda

The following items were approved and filed:

- A. Approval of Minutes – December 1, 2014 Regular Meeting Minutes approved with correction
- B. Accounts Payable Check Register – December 16, 2014
- C. ACH Payments – December 1, 2014 – December 10, 2014
- D. Tax Disbursement – December 16, 2014
- E. Payroll Check Register – December 5, 2014
- F. Payroll Transmittal – December 5, 2014
- G. Certificate of Appreciation – Luther Kurtz, DDA Member

V. Public Hearings

None.

VI. Reports

City Council directed Staff to investigate training opportunities to include the Open Meetings Act, Freedom of Information Act and conflict of interest. City Manager Straebel stated that the Michigan Municipal League has availability on January 26, 2015 at a cost of \$800 plus travel and expenses. City Attorney Howard indicated that he could provide the requested training as well. He proposed charging his hourly rate with a maximum of \$700. Council agreed to use City Attorney Howard's services and to schedule the training in 10-12 weeks.

The budget is on track and scheduled to be delivered to Council before the holiday. City Manager Straebel expressed his appreciation for former City Treasurers Rick Brandt's and Joe Zielinski's efforts, and offered special thanks to Alida Klooster for her dedication and extra time spent on the budget.

One City Treasurer candidate interview is scheduled for December 18th, with recommendations how to proceed by December 19th.

VII. Requests, Petitions and Communications and Actions Thereon

A. Consideration of Approval for an Outdoor Dining Program

A public hearing for the proposed ordinance change and draft Outdoor Dining Application was held on December 1, 2014. At that meeting, Staff was given direction to seek additional comments from the downtown business owners and to complete additional research on the fee structure.

Mayor Campbell opened the item to public comment.

John Haggard, downtown Charlevoix property owner, stated that high fees are burdensome to property owners and tenants. He recommended a nominal application (\$20) fee.

The item was closed to the public.

City Planner Spencer stated that the proposed per-square-foot charge would only apply to City owned property. He feels that the application fee should be reasonable and cover Staff time for reviewing the application.

Councilmember Kurtz questioned the reasoning behind several municipalities charging different fees for alcohol and non-alcohol establishments. Planner Spencer indicated that the amount of work to process the application would be the same in both cases.

Councilmember Porter stated the application fee should be \$100 and \$1.00 per square foot would be fair.

Councilmember Supernaw questioned the per-square-foot fee. Councilmember Gibson stated that it is appropriate to charge by the square foot to be equitable for all businesses. Councilmember Kurtz suggested charging \$1.00 per square foot with a minimum charge of \$100.

Phil Parr, Bridge Street Tap Room (BSTR), stated that, in order to serve alcohol outdoors, the Michigan Liquor Control Commission requires a barrier to define the space. BSTR would like to serve outdoors year-round and would like to be excluded from the April-October limitations since the BSTR maintains the outdoor space. City Manager Straebel stated that he would not recommend making the Outdoor Dining Program a year-round program for Bridge Street and side street businesses due to the need for City snow removal. However, language could be crafted to accommodate the uniqueness of BSTR. City Attorney Howard recommended that the language include specific standards to base a decision upon.

Councilmember Perron agreed with Councilmembers Supernaw and Cole to lower the fees to better accommodate businesses and eliminate the square foot charge. Councilmember Perron also noted that his business is not affected by the proposed Ordinance.

Motion by Councilmember Supernaw, second by Councilmember Cole, to approve a \$50 fee per year for the Outdoor Dining Program.

Yeas: Perron, Supernaw, Cole, Gibson, Kurtz
Nays: Porter
Absent: None

Motion by Councilmember Porter, second by Councilmember Gibson, to charge \$1.00 per square foot annually to lease City property for the Outdoor Dining Program.

Yeas: Gibson, Porter
Nays: Perron, Supernaw, Cole, Kurtz
Absent: None

Motioned failed.

Further Action under Ordinances.

B. Discussion Regarding the DDA's Contribution to the Charlevoix Public Library

At the December 1st Council Meeting, Staff was directed to prepare an agenda item to discuss the DDA's contribution to the Charlevoix Public Library. Dan Barron, DDA Chairman, provided a detailed history regarding the DDA commitment of \$30,000 annually in support of the Library.

Since making the initial motion to pledge support in 2004, the City Treasurer has reviewed finances yearly and recommended to continue or forego support contingent upon available revenue. During 2010-2014, support was withheld due to the drastic decrease in taxable values and an increase in the cost of doing business and providing services.

The DDA values the Library as a downtown asset. However, Mr. Barron stated that it would be fiscally irresponsible to provide the pledged amount while failing to meet the DDA's bond payments. Val Meyerson, Director of the Library and Rick Brandi, Library Treasurer both confirmed that the Library is not losing any money out of their operating budget because of the DDA's inability to pay.

According to PA 197 and City Attorney Howard, Council cannot dictate the line items in the DDA Budget. City Council has the right to approve or deny the budget in its entirety but should not withhold approval and thereby jeopardize the DDA's ability to make bond payments. If and when the DDA should realize improved revenue, the Library pledge could be restored.

Councilmember Gibson established with Mr. Barron that a motion, not a resolution, was passed regarding the DDA pledge. City Attorney Howard stated that a motion does not represent a contract. In order to be binding, the motion would have had to be followed up with another document such as a contract or note.

Councilmember Supernaw confirmed with Mr. Barron that the DDA intends to continue the pledge when it is financially feasible. He also stated that former City Manager Wiesner predicted that the current situation between the DDA and Library would occur.

Mayor Campbell opened the item to public comment.

Rick Brandi, Library Treasurer, stated that the DDA has paid the Library \$150,000, while \$450,000 is still owed by the commitment. The promise of these funds was instrumental to the bond structure and grant applications.

Valerie Meyerson, Library Director, stated that the Library is currently maximizing all three millages. Ms. Meyerson noted that the City and DDA have always been supportive of the Library and partnered well. She stated that the Library Board would like an honest commitment from the DDA to honor the pledge as a top priority when the DDA has the money.

Kay Heise, City resident, discussed the history of the Library and the relationship with the DDA. She looks forward to the DDA honoring their commitment.

CED Director Pearson referenced the DDA Fund 6 Year Projection and noted that approving the contribution would place the DDA in deficit spending in 2015 and unable to make the bond payments by 2021-2022. If the DDA is unable to make the debt bond payment, the City would be required to make the payment from the general fund.

Councilmember Porter recalled his history with the DDA and projects that were completed without a DDA administrator. He feels that the DDA should be a volunteer organization and eliminate the DDA administrator position, saving the DDA approximately \$57,000 in salary and fringe benefits. This would enable the DDA to pay the pledge amount. Mr. Barron responded that the DDA has shifted away from brick and mortar projects to initiatives such as the Main Street Program that require a strong organizational effort and Staff support. The DDA will function as the Main Street board and a full-time director is mandated by the program.

City Manager Straebel indicated that 25% of CED Director Pearson's salary was paid out of the City's general fund and stated that she works hard and is doing a good job. He feels that her salary is well worth the money.

Planner Spencer stated that Staff wants to see the City succeed and is working long hours to that end. He warned that cutting staff will adversely affect the future of the City. Planner Spencer asked Council to appreciate and support Staff.

Connie Saltonstall was involved in the library project and she feels that the motion should be honored.

Roberta "Birdie" Whitley, 2nd Ward, discussed her experience with paying her taxes by making her check out to the City and the Library. She was told that the City could not accept the check as written.

Kirby Dipert, business owner and DDA member, reiterated that the DDA wants to repay the pledge to the Library. He suggested several ways to help fund the pledge amount. Mr. Dipert feels that pledge monies paid to the Library should be earmarked for concerts or speakers that would benefit everyone. He supports the Library and would like the DDA and Library to come to an agreement to honor the pledge.

CED Director Pearson reminded Council of their promise that the East Park bonds were not to be paid for by the taxpayers, but by the marina fund and the DDA.

The item was closed to the public.

Councilmember Kurtz feels that CED Director Pearson is an invaluable part of the DDA and the Main Street Committee. He maintains that Council should support young people that are passionate about working for the City.

Councilmember Supernaw questioned an item in the November 22, 2010 DDA minutes. Mr. Brandi indicated that \$11,000 in unanticipated revenues was due to a change from estimated taxes.

Councilmember Cole proposed that the DDA and the Library should work together to find a solution. Councilmember Gibson suggested that a compromise could be worked out. City Manager Straebel stated that finances could be reviewed at the end of the 2014-15 fiscal year to determine if monies are available with a possible partial payment in mid-summer. Planner Spencer stated that the economy is improving and taxable values are on the rise.

C. Discussion Regarding Clarification of Airport Committee Members

At the December 1, 2014 City Council Meeting, there was discussion whether a citizen or a Councilmember should be appointed to fill previous Councilmember Gennett's seat. At the meeting, Mayor Campbell indicated that Council may want to change the Airport Advisory Committee's membership.

Councilmember Gibson suggested that committee members should have an aviation background and be term limited. She feels that the current committee should be dissolved. She proposed a 5 member committee that does not include Council or Staff. Councilmember Gibson also suggested that interested committee member candidates should submit applications.

City Manager Straebel feels that it is important for one Councilmember to provide feedback to Council. He also believes that one Staff member, preferably the City Manager, should be a part of the committee.

Councilmember Kurtz stated that, in his experience with airport boards around the country, there was not Council representation.

Mayor Campbell feels that, to avoid a conflict of interest, applicants should not be affiliated with the airport.

Motion by Councilmember Gibson, second by Councilmember Cole, to dissolve the Airport Advisory Committee.

Yeas: Perron, Porter, Supernaw, Cole, Gibson, Kurtz
Nays: None
Absent: None

Motion by Councilmember Kurtz, second by Councilmember Supernaw, to direct Councilmember Gibson, the City Manager, and the Airport Manager to propose the membership for a new airport committee.

Yeas: Perron, Porter, Supernaw, Cole, Gibson, Kurtz
Nays: None
Absent: None

D. Mayoral and Council Appointments

The Mayor and/or City Council are required to make appointments to vacancies on boards and committees that have already expired or will expire by the end of 2014.

Motion by Councilmember Gibson, second by Councilmember Porter, to appoint Bob Bergmann as alternate member to the Zoning Board of Appeals [term expiring 12/31/2017.]

Yeas: Perron, Porter, Supernaw, Cole, Gibson, Kurtz
Nays: None
Absent: None

Motion by Councilmember Gibson, second by Councilmember Perron, to re-appoint Greg Withrow to the Zoning Board of Appeals [term expiring 12/31/2017.]

Yeas: Perron, Porter, Supernaw, Cole, Gibson, Kurtz
Nays: None
Absent: None

Motion by Councilmember Cole, second by Councilmember Kurtz, to re-appoint Ann Gorney to the Zoning Board of Appeals [term expiring 12/31/2017.]

Yeas: Perron, Porter, Supernaw, Cole, Gibson, Kurtz
Nays: None
Absent: None

Motion by Councilmember Supernaw, second by Councilmember Gibson, to appoint Paul Stephan to the Housing Commission [term expiring 04/2019.]

Yeas: Perron, Porter, Supernaw, Cole, Gibson, Kurtz
Nays: None
Absent: None

Motion by Councilmember Cole, second by Councilmember Gibson, to re-appoint Jennifer Vollmer to the Recreation Advisory Committee [term expiring 12/05/2017.]

Yeas: Perron, Porter, Supernaw, Cole, Gibson, Kurtz
Nays: None
Absent: None

Motion by Councilmember Cole, second by Councilmember Gibson, to appoint Ben Boss as student member of the Recreation Advisory Committee [term expiring 12/31/2015.]

Yeas: Perron, Porter, Supernaw, Cole, Gibson, Kurtz
Nays: None
Absent: None

VIII. Introduction and Initial Actions Relating to Ordinances or to Resolutions That Require Publication or Hearings Prior to Final or Further Action
None.

XIII. Adjourn

Motion by Councilmember Kurtz, second by Councilmember Cole, to adjourn.

Yeas: Perron, Porter, Supernaw, Cole, Gibson, Kurtz
 Nays: None
 Absent: None

Meeting adjourned at 9:21 p.m.

Joyce M. Golding City Clerk Gabe Campbell Mayor

Accounts Payable – 12/16/2014		
ACE HARDWARE	2,081.62	J & B MEDICAL SUPPLY INC. 37.25
ALL-PHASE ELECTRIC SUPPLY CO.	1,071.32	JACK DOHENY SUPPLIES INC 510.30
AUTO VALUE	450.46	KSS ENTERPRISES 319.40
AVFUEL CORPORATION	39,098.87	KUSTOM SIGNALS INC. 49.00
BAKKER, KAREN	3.00	LERMA INC. 35.00
BEST, MARVIN	12.00	LOTTIE'S BAGELS 31.00
BLUETARP FINANCIAL	39.99	MD SOLUTIONS 437.80
BOB MATHERS FORD	104.00	MICHIGAN LOCAL GOVERNMENT 110.00
BRADFORD'S	45.50	MICHIGAN MUNICIPAL LEAGUE 40.80
CARDINAL CARPET CLEANING	200.00	MICHIGAN OFFICEWAYS INC 522.79
CARQUEST OF CHARLEVOIX	689.96	MYER, ELIZABETH A. 357.55
CHARLEVOIX GLASS INC.	3,787.65	NORTH COUNTRY CRITTERS 42.00
CHARTER COMMUNICATIONS	867.88	NORTHERN LIGHTS FAMILY 277.00
CINTAS CORPORATION	183.80	NORTHERN MICHIGAN REVIEW INC. 262.62
CITY OF CHARLEVOIX - MISC	1,578.04	OSTRUM-BERROU, TARA 48.00
COMPASS MINERALS AMERICA	20,585.93	OVERHEAD DOOR COMPANY 60.47
COOK FAMILY FARMS	31.00	PEARSON, BETHANY 48.68
DEVERE CONSTRUCTION COMPANY	88,809.30	POLLARDWATER.COM - EAST 58.41
DHASELEER, CARL	4.00	POWER LINE SUPPLY 1,144.92
DITCH WITCH SALES OF MICHIGAN	250.32	PREIN & NEWHOF 22,478.27
DTE ENERGY	7,383.70	QUILL CORP 286.08
ELLSWORTH FARMER'S EXCHANGE	223.72	R B LYONS INC 9,240.00
EMERGENCY MEDICAL PRODUCTS INC	816.75	SCIENTIFIC BRAKE & EQUIP CO 304.78
FAMILY FARM & HOME	269.60	SECURITY SANITATION INC. 73.14
FARMER WHITE'S	53.00	SIEGRIST, DAVID 21.00
FARMER'S DAUGHTER	65.00	SIMONS, JOSEPH 25.00
FIDLAR TECHNOLOGIES	200.91	STATE OF MICHIGAN 35.00
FREIGHTLINER OF GRAND RAPIDS	112.08	STATE OF MICHIGAN 198.00
GEMPLER'S	540.94	TRUCK & TRAILER SPECIALTIES 103.06
GERBER HOMEMADE SWEETS	24.00	UP NORTH PROPERTY SERVICES LLC 1,309.00
GRAND TRAVERSE RUBBER SUPPLY	17.72	VILLAGE GRAPHICS INC. 379.70
GREAT LAKES PIPE & SUPPLY	623.37	WINDER POLICE EQUIPMENT 165.38
HEALTH DEPT OF NW MICHIGAN	225.00	WOJAN PLUMBING & HEATING 37.78
HOLIDAY LIGHTING SERVICES INC.	4,811.50	WORK & PLAY SHOP 189.10
HYDRO DESIGNS INC.	515.00	ZIELINSKI, JOSEPH A. 41.00
INDEPENDENT DRAFTING SERVICES	1,920.00	
INT'L ASSN OF LAW ENFORCEMENT	55.00	TOTAL 217,031.21

ACH Payments – 12/01/2014 – 12/10/2014		
MI Public Power Agency	12,858.87	Vantagepoint (457 ICMA Plan) 13,241.55
IRS (Payroll Tax Deposit)	33,352.74	MI Public Power Agency 15,665.82
Alerus Financial (HCSP)	270.00	Payment Service Network 217.30
State of MI (Withholding Tax)	4,763.59	State of MI (Sales Tax) 18,796.89
Vantagepoint (401 ICMA Plan)	742.62	TOTAL 99,909.38

Tax Disbursement – 12/16/2014		
CHARLEVOIX COUNTY TREASURER	5,558.56	CHARLEVOIX PUBLIC SCHOOLS 454.52
CHARLEVOIX PUBLIC SCHOOLS	4,441.73	CITY OF CHARLEVOIX - TAXES DUE 6,588.41
CHARLEVOIX PUBLIC SCHOOLS	987.04	
CHARLEVOIX PUBLIC SCHOOLS	72.70	TOTAL 18,102.96

PAYROLL: NET PAY
Pay Period Ending 11/29/2014 – Paid 12/05/2014

BRENNAN, PEGGY L.	160.31	VANLOO, JOSEPH G.	663.64
WELLER, LINDA JO	1,315.52	TABER, HOLLY S.	461.16
STRAEBEL, ROBERT J.	2,569.73	WYMAN, MATTHEW A.	945.66
GOLDING, JOYCE M.	1,053.34	DRAVES, MICHAEL J.	409.04
DEROSIA, PATRICIA E.	829.93	SCHRADER, LOU ANN	454.88
LOY, EVELYN R.	1,017.15	SCHWAGER, EDWARD J.	1,036.50
KLOOSTER, ALIDA K.	1,949.70	CARLSON JR., NORMAN	880.66
BROWN, STEPHANIE C.	1,067.74	GENNETT, LYLE E.	274.58
SPENCER, MICHAEL D.	1,524.76	WELLER, LINDA JO	501.10
SPENCLEY, PATRICIA L.	1,098.37	STRAEBEL, ROBERT J.	88.35
PANOFF, ZACHARY R.	672.70	LOY, EVELYN R.	356.82
MILLER, FAITH G.	8.60	KLOOSTER, ALIDA K.	176.20
PEARSON, BETHANY S.	1,248.39	BROWN, STEPHANIE C.	170.45
ZIELINSKI, JOSEPH A.	213.98	LALEWICZ, AMELIA	46.17
DOAN, GERARD P.	1,758.02	SPENCER, MICHAEL D.	92.35
SHRIFT, PETER R.	1,399.04	SPENCLEY, PATRICIA L.	89.35
SCHLAPPI, JAMES L.	1,317.14	DOAN, GERARD P.	444.73
UMULIS, MATTHEW T.	1,544.95	SHRIFT, PETER R.	383.82
HANKINS, SCOTT A.	1,544.23	SCHLAPPI, JAMES L.	235.23
ORBAN, BARBARA K.	1,503.30	UMULIS, MATTHEW T.	176.99
TRAEGER, JASON A.	1,395.33	HANKINS, SCOTT A.	344.90
WARNER, JANINE M.	1,112.60	WARNER, JANINE M.	184.70
SCHWARTZFISHER, JOSEPH L.	1,464.38	SCHWARTZFISHER, JOSEPH L.	235.23
ROLOFF, ROBERT P.	1,808.23	ROLOFF, ROBERT P.	410.14
BRODIN, WILLIAM C.	1,446.95	BRODIN, WILLIAM C.	84.18
RILEY, DENISE M.	457.68	WURST, RANDALL W.	262.22
TEUNIS, STEVEN L.	1,700.99	MAYER, SHELLEY L.	256.97
WURST, RANDALL W.	1,157.30	HILLING, NICHOLAS A.	84.18
MAYER, SHELLEY L.	1,587.44	MEIER III, CHARLES A.	89.35
HILLING, NICHOLAS A.	1,316.06	NISWANDER, JOSEPH F.	375.14
MEIER III, CHARLES A.	2,013.32	FRYE, EDWARD J.	439.49
ZACHARIAS, STEVEN B.	1,119.76	JONES, TERRI L.	367.14
NISWANDER, JOSEPH F.	1,339.21	SWEM, DONALD L.	152.74
FRYE, EDWARD J.	922.44	SWEM, DONALD L.	1,667.39
JONES, TERRI L.	828.86	EATON, BRAD A.	138.91
EATON, BRAD A.	1,798.89	WILSON, TIMOTHY J.	89.35
WILSON, TIMOTHY J.	1,955.54	WHITLEY, ANDREW T.	1,357.50
LAVOIE, RICHARD L.	1,362.00	ELLIOTT, PATRICK M.	92.35
STEVENS, BRANDON C.	1,359.01	MORRISON, KEVIN P.	393.14
DRAVES, MARTIN J.	1,603.88	MORRISON, KEVIN P.	1,237.23
ELLIOTT, PATRICK M.	1,732.18	HODGE, MICHAEL J.	309.61
WELLS JR., DONALD E.	1,474.44	HODGE, MICHAEL J.	1,093.84
BRADLEY, KELLY R.	1,498.69	WELLS JR., DONALD E.	380.14
WILSON, RICHARD J.	1,402.25	BRADLEY, KELLY R.	140.45
JONES, ROBERT F.	1,258.38	WILSON, RICHARD J.	347.45
DORAN, JUSTIN J.	1,710.16	JOHNSON, STEVEN P.	170.45
MCGHEE, ROBERT R.	852.14	JOHNSON, STEVEN P.	1,222.73
KIRINOVIC, THOMAS F.	613.76	JONES, ROBERT F.	85.23
FORRESTER, KATHERINE A.	261.69	BOSS JR, DALE E.	1,114.57
BERTINELLI, DAVID P.	869.97	HOLM, ARTHUR R.	759.53
HEID, THOMAS J	1,273.19	HEID, THOMAS J	264.69
MYER, ELIZABETH A.	1,834.01	TOTAL:	88,366.25

PAYROLL: TRANSMITTAL
12/05/2014

AMERICAN FAMILY LIFE	182.40	COMMUNICATION WORKERS OF AMER	531.24
AMERICAN FAMILY LIFE	236.11	MI STATE DISBURSEMENT UNIT	424.02
BAY WINDS FEDERAL CREDIT UNION	198.46	POLICE OFFICERS LABOR COUNCIL	382.00
CHAR EM UNITED WAY	63.00	PRIORITY HEALTH	1,819.54
CHARLEVOIX STATE BANK	1,131.16		
CHEMICAL BANK	150.00	TOTAL:	5,117.93

Check Number	Payee	Amount
12/19/2014		
111981	AT&T	1,848.70
111982	AT&T MOBILITY	72.46
111983	CHARLEVOIX STATE BANK	1,572.74
111984	CITY OF CHARLEVOIX - PETTY CASH	455.90
111985	DELTA DENTAL	4,432.00
111986	GREAT LAKES ENERGY	315.82
111987	METLIFE SMALL BUSINESS CENTER	760.48
111988	PRIORITY HEALTH	45,003.26
111989	VERIZON WIRELESS	56.72
111990	VISION SERVICE PLAN	542.01
Total 12/19/2014:		55,060.09

Grand Totals: 55,060.09

Summary of Check Registers & ACH Payments

FIRSTMERIT BANK - CHECKS ISSUED

12/19/14 Special Accounts Payable Run	\$	55,060.09
12/19/14 Payroll	\$	76,529.35
12/19/14 Payroll Transmittal Checks	\$	4,737.12
01/02/15 Payroll	\$	81,423.94
01/02/15 Payroll Transmittal Checks	\$	5,108.12
01/06/15 Regular Accounts Payable	\$	203,622.32
Checks Sub-Total:	\$	426,480.94

FIRSTMERIT BANK - ACH PAYMENTS

12/15/14 MI Public Power Agency	\$	24,820.61
12/19/14 IRS (Payroll Tax Deposit)	\$	29,214.05
12/19/14 Alerus Financial (HCSP)	\$	270.00
12/19/14 State of MI (Withholding Tax)	\$	4,219.96
12/19/14 Vantagepoint (401 ICMA Plan)	\$	742.62
12/19/14 Vantagepoint (457 ICMA Plan)	\$	12,981.65
12/19/14 MERS (Defined Benefit Plan)	\$	27,329.68
12/22/14 MI Public Power Agency	\$	22,181.43
12/26/14 MI Public Power Agency	\$	284,588.28
12/29/14 MI Public Power Agency	\$	18,741.33
01/02/15 IRS (Payroll Tax Deposit)	\$	31,538.89
01/02/15 Alerus Financial (HCSP)	\$	270.00
01/02/15 State of MI (Withholding Tax)	\$	4,417.47
01/02/15 Vantagepoint (401 ICMA Plan)	\$	742.62
01/02/15 Vantagepoint (457 ICMA Plan)	\$	13,276.20
	\$	-
ACH Sub-Total:	\$	475,334.79

First Merit Bank Total: \$ 901,815.73

CHARLEVOIX STATE BANK - CHECKS ISSUED

(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)

01/06/15 Tax Disbursement	\$	463,351.86
Charlevoix State Bank Total:	\$	463,351.86
Grand Total:	\$	1,365,167.59

APPROVED:

RS/Sye
CITY MANAGER

POSITION VACANT
CITY TREASURER

CITY CLERK

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
12/13/2014	PC	12/19/2014	18839	WELLER, LINDA JO	101		1,315.52
12/13/2014	PC	12/19/2014	18840	STRAEBEL, ROBERT J.	102		2,271.19
12/13/2014	PC	12/19/2014	18841	GOLDING, JOYCE M.	106		1,053.34
12/13/2014	PC	12/19/2014	18842	DEROSIA, PATRICIA E.	107		871.03
12/13/2014	PC	12/19/2014	18843	LOY, EVELYN R.	117		1,017.15
12/13/2014	PC	12/19/2014	18844	KLOOSTER, ALIDA K.	121		1,721.63
12/13/2014	PC	12/19/2014	18845	BROWN, STEPHANIE C.	126		1,072.70
12/13/2014	PC	12/19/2014	18846	SPENCER, MICHAEL D.	132		1,296.68
12/13/2014	PC	12/19/2014	18847	SPENCLEY, PATRICIA L.	136		1,162.41
12/13/2014	PC	12/19/2014	18848	PANOFF, ZACHARY R.	141		620.44
12/13/2014	PC	12/19/2014	18849	MILLER, FAITH G.	142		47.30
12/13/2014	PC	12/19/2014	18850	PEARSON, BETHANY S.	143		1,248.39
12/13/2014	PC	12/19/2014	18851	ZIELINSKI, JOSEPH A.	144		142.65
12/13/2014	PC	12/19/2014	18852	DOAN, GERARD P.	201		1,758.02
12/13/2014	PC	12/19/2014	18853	SHRIFT, PETER R.	203		1,171.13
12/13/2014	PC	12/19/2014	18854	SCHLAPPI, JAMES L.	204		1,049.42
12/13/2014	PC	12/19/2014	18855	UMULIS, MATTHEW T.	205		1,268.90
12/13/2014	PC	12/19/2014	18856	HANKINS, SCOTT A.	208		1,490.16
12/13/2014	PC	12/19/2014	18857	ORBAN, BARBARA K.	209		1,250.39
12/13/2014	PC	12/19/2014	18858	TRAEGER, JASON A.	210		1,096.32
12/13/2014	PC	12/19/2014	18859	WARNER, JANINE M.	213		973.20
12/13/2014	PC	12/19/2014	18860	SCHWARTZFISHER, JOS	303		1,226.53
12/13/2014	PC	12/19/2014	18861	ROLOFF, ROBERT P.	304		2,483.77
12/13/2014	PC	12/19/2014	18862	BRODIN, WILLIAM C.	305		1,004.94
12/13/2014	PC	12/19/2014	18863	RILEY, DENISE M.	306		457.68
12/13/2014	PC	12/19/2014	18864	TEUNIS, STEVEN L.	402		1,701.00
12/13/2014	PC	12/19/2014	18865	WURST, RANDALL W.	411		1,361.70
12/13/2014	PC	12/19/2014	18866	MAYER, SHELLEY L.	412		1,233.30
12/13/2014	PC	12/19/2014	18867	HILLING, NICHOLAS A.	413		1,091.77
12/13/2014	PC	12/19/2014	18868	MEIER III, CHARLES A.	421		1,380.08
12/13/2014	PC	12/19/2014	18869	ZACHARIAS, STEVEN B.	422		1,559.45
12/13/2014	PC	12/19/2014	18870	NISWANDER, JOSEPH F.	504		1,282.32
12/13/2014	PC	12/19/2014	18871	FRYE, EDWARD J.	508		922.44
12/13/2014	PC	12/19/2014	18872	JONES, TERRI L.	511		933.78
12/13/2014	PC	12/19/2014	18873	EATON, BRAD A.	515		1,589.22
12/13/2014	PC	12/19/2014	18874	WILSON, TIMOTHY J.	516		1,871.53
12/13/2014	PC	12/19/2014	18875	LAVOIE, RICHARD L.	519		1,379.88
12/13/2014	PC	12/19/2014	18876	STEVENS, BRANDON C.	521		1,275.08
12/13/2014	PC	12/19/2014	18877	DRAVES, MARTIN J.	523		1,544.96
12/13/2014	PC	12/19/2014	18878	ELLIOTT, PATRICK M.	600		1,732.18
12/13/2014	PC	12/19/2014	18879	WELLS JR., DONALD E.	609		1,390.02
12/13/2014	PC	12/19/2014	18880	BRADLEY, KELLY R.	614		1,268.63
12/13/2014	PC	12/19/2014	18881	WILSON, RICHARD J.	615		1,139.52
12/13/2014	PC	12/19/2014	18882	JONES, ROBERT F.	618		1,225.98
12/13/2014	PC	12/19/2014	18883	DORAN, JUSTIN J.	621		1,172.05
12/13/2014	PC	12/19/2014	18884	MCGHEE, ROBERT R.	663		533.90
12/13/2014	PC	12/19/2014	18885	KIRINOVIC, THOMAS F.	700		690.52
12/13/2014	PC	12/19/2014	18886	FORRESTER, KATHERIN	704		299.19
12/13/2014	PC	12/19/2014	18887	BERTINELLI, DAVID P.	764		869.97
12/13/2014	PC	12/19/2014	18888	HEID, THOMAS J	802		1,273.19
12/13/2014	PC	12/19/2014	18889	MYER, ELIZABETH A.	900		1,605.94
12/13/2014	PC	12/19/2014	18890	VANLOO, JOSEPH G.	902		484.87
12/13/2014	PC	12/19/2014	18891	TABER, HOLLY S.	924		461.16
12/13/2014	PC	12/19/2014	18892	WYMAN, MATTHEW A.	927		945.66
12/13/2014	PC	12/19/2014	18893	DRAVES, MICHAEL J.	928		409.04
12/13/2014	PC	12/19/2014	18894	SCHRADER, LOU ANN	929		383.16
12/13/2014	PC	12/19/2014	18895	SCHWAGER, EDWARD J.	930		779.09

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
12/13/2014	PC	12/19/2014	18896	RILEY, TIMOTHY C.	1045		13.21
12/13/2014	PC	12/19/2014	18897	RAMSEY, KYLE J.	1051		13.21
12/13/2014	PC	12/19/2014	18898	RILEY, CASEY W.	1052		155.53
12/13/2014	PC	12/19/2014	18899	THORMAN, MIKAYLA R.	1055		153.84
12/13/2014	PC	12/19/2014	18900	JONES, LARRY M.	1057		546.34
12/13/2014	PC	12/19/2014	18901	TRAVERS, MANUEL J.	1071		63.44
12/13/2014	PC	12/19/2014	18902	COLLINS, CHAD M.	1076		396.33
12/13/2014	PC	12/19/2014	18903	RILEY, DANIEL A.	1079		588.06
12/13/2014	PC	12/19/2014	18904	WHITLEY, ADAM	1089		140.46
12/13/2014	PC	12/19/2014	18905	SCHOOF, WILLIAM R.	1094		261.16
12/13/2014	PC	12/19/2014	111959	TIMMS, ROBERT N	92		46.17
12/13/2014	PC	12/19/2014	111960	CROSS, JUNE P.	95		44.04
12/13/2014	PC	12/19/2014	111961	SWEM, DONALD L.	512		1,667.39
12/13/2014	PC	12/19/2014	111962	WHITLEY, ANDREW T.	522		1,357.50
12/13/2014	PC	12/19/2014	111963	MORRISON, KEVIN P.	601		932.11
12/13/2014	PC	12/19/2014	111964	HODGE, MICHAEL J.	606		1,093.83
12/13/2014	PC	12/19/2014	111965	JOHNSON, STEVEN P.	617		1,198.93
12/13/2014	PC	12/19/2014	111966	BOSS JR, DALE E.	701		1,114.57
12/13/2014	PC	12/19/2014	111967	HOLM, ARTHUR R.	791		445.80
12/13/2014	PC	12/19/2014	111968	STEVENS, JEFFREY W.	1028		236.51
12/13/2014	PC	12/19/2014	111969	ROLOFF, AUDREY M.	1037		647.53
12/13/2014	PC	12/19/2014	111970	MATTER, DAWSON K.	1038		499.06
12/13/2014	PC	12/19/2014	111971	KITELEY, FISHER L.	1074		39.65
12/13/2014	PC	12/19/2014	111972	BERGMANN, DOUGLAS	1087		13.21
Grand Totals:			<u>81</u>				<u>76,529.35</u>

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Report Criteria:

Computed checks included
 Manual checks included
 Supplemental checks included
 Termination checks included
 Void checks included

Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
12/13/2014	12/19/2014	111973	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST	182.40
12/13/2014	12/19/2014	111973	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	236.11
12/13/2014	12/19/2014	111974	BAY WINDS FEDERAL C	9024	HSA-EMPLOYEE CONTRIB-BAY	198.46
12/13/2014	12/19/2014	111975	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 12/13/	63.00
12/13/2014	12/19/2014	111976	CHARLEVOIX STATE BA	9017	HSA - EMPLOYEE CONTRIB - C	1,131.16
12/13/2014	12/19/2014	111977	CHEMICAL BANK	9018	HSA - EMPLOYEE CONTRIB - C	150.00
12/13/2014	12/19/2014	111978	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	532.43
12/13/2014	12/19/2014	111979	MI STATE DISBURSEME	9012	FRIEND OF THE COURT Pay P	424.02
12/13/2014	12/19/2014	111980	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	1,819.54
Grand Totals:						9
						4,737.12

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Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
12/27/2014	PC	01/02/2015	18906	CAMPBELL, GABRIEL M.	40		415.06
12/27/2014	PC	01/02/2015	18907	GIBSON, SHIRLEY J.	43		581.80
12/27/2014	PC	01/02/2015	18908	PORTER, JEFFREY L.	44		466.92
12/27/2014	PC	01/02/2015	18909	PERRON, LEON R.	45		378.82
12/27/2014	PC	01/02/2015	18910	KURTZ, WUTHER J.	54		196.47
12/27/2014	PC	01/02/2015	18911	SUPERNAW, WILLIAM J.	55		288.82
12/27/2014	PC	01/02/2015	18912	WELLER, LINDA JO	101		1,316.97
12/27/2014	PC	01/02/2015	18913	STRAEBEL, ROBERT J.	102		2,581.47
12/27/2014	PC	01/02/2015	18914	GOLDING, JOYCE M.	106		1,048.93
12/27/2014	PC	01/02/2015	18915	DEROSIA, PATRICIA E.	107		872.47
12/27/2014	PC	01/02/2015	18916	LOY, EVELYN R.	117		1,017.73
12/27/2014	PC	01/02/2015	18917	KLOOSTER, ALIDA K.	121		1,951.14
12/27/2014	PC	01/02/2015	18918	BROWN, STEPHANIE C.	126		1,068.70
12/27/2014	PC	01/02/2015	18919	SPENCER, MICHAEL D.	132		1,526.21
12/27/2014	PC	01/02/2015	18920	SPENCLEY, PATRICIA L.	136		1,078.48
12/27/2014	PC	01/02/2015	18921	PANOFF, ZACHARY R.	141		602.31
12/27/2014	PC	01/02/2015	18922	MILLER, FAITH G.	142		40.86
12/27/2014	PC	01/02/2015	18923	PEARSON, BETHANY S.	143		1,244.25
12/27/2014	PC	01/02/2015	18924	ZIELINSKI, JOSEPH A.	144		114.13
12/27/2014	PC	01/02/2015	18925	DOAN, GERARD P.	201		1,760.75
12/27/2014	PC	01/02/2015	18926	SHRIFT, PETER R.	203		1,616.57
12/27/2014	PC	01/02/2015	18927	SCHLAPPI, JAMES L.	204		1,355.31
12/27/2014	PC	01/02/2015	18928	UMULIS, MATTHEW T.	205		1,560.85
12/27/2014	PC	01/02/2015	18929	HANKINS, SCOTT A.	208		1,734.93
12/27/2014	PC	01/02/2015	18930	ORBAN, BARBARA K.	209		1,584.45
12/27/2014	PC	01/02/2015	18931	TRAEGER, JASON A.	210		1,609.53
12/27/2014	PC	01/02/2015	18932	WARNER, JANINE M.	213		1,217.38
12/27/2014	PC	01/02/2015	18933	SCHWARTZFISHER, JOS	303		1,314.45
12/27/2014	PC	01/02/2015	18934	ROLOFF, ROBERT P.	304		2,040.00
12/27/2014	PC	01/02/2015	18935	BRODIN, WILLIAM C.	305		2,074.61
12/27/2014	PC	01/02/2015	18936	RILEY, DENISE M.	306		461.28
12/27/2014	PC	01/02/2015	18937	TEUNIS, STEVEN L.	402		1,702.44
12/27/2014	PC	01/02/2015	18938	WURST, RANDALL W.	411		1,304.86
12/27/2014	PC	01/02/2015	18939	MAYER, SHELLEY L.	412		1,655.57
12/27/2014	PC	01/02/2015	18940	HILLING, NICHOLAS A.	413		1,521.32
12/27/2014	PC	01/02/2015	18941	MEIER III, CHARLES A.	421		1,501.77
12/27/2014	PC	01/02/2015	18942	ZACHARIAS, STEVEN B.	422		1,178.88
12/27/2014	PC	01/02/2015	18943	NISWANDER, JOSEPH F.	504		1,283.76
12/27/2014	PC	01/02/2015	18944	FRYE, EDWARD J.	508		923.02
12/27/2014	PC	01/02/2015	18945	JONES, TERRI L.	511		753.74
12/27/2014	PC	01/02/2015	18946	EATON, BRAD A.	515		1,791.78
12/27/2014	PC	01/02/2015	18947	WILSON, TIMOTHY J.	516		2,101.34
12/27/2014	PC	01/02/2015	18948	LAVOIE, RICHARD L.	519		1,361.57
12/27/2014	PC	01/02/2015	18949	STEVENS, BRANDON C.	521		1,306.04
12/27/2014	PC	01/02/2015	18950	DRAVES, MARTIN J.	523		1,547.85
12/27/2014	PC	01/02/2015	18951	ELLIOTT, PATRICK M.	600		1,743.91
12/27/2014	PC	01/02/2015	18952	WELLS JR., DONALD E.	609		1,478.34
12/27/2014	PC	01/02/2015	18953	BRADLEY, KELLY R.	614		1,416.30
12/27/2014	PC	01/02/2015	18954	WILSON, RICHARD J.	615		1,285.93
12/27/2014	PC	01/02/2015	18955	JONES, ROBERT F.	618		1,126.12
12/27/2014	PC	01/02/2015	18956	DORAN, JUSTIN J.	621		1,504.20
12/27/2014	PC	01/02/2015	18957	KIRINOVIC, THOMAS F.	700		645.05
12/27/2014	PC	01/02/2015	18958	FORRESTER, KATHERIN	704		313.43
12/27/2014	PC	01/02/2015	18959	BERTINELLI, DAVID P.	764		870.74
12/27/2014	PC	01/02/2015	18960	ARNOLD, HAILEE M.	768		186.69
12/27/2014	PC	01/02/2015	18961	HEID, THOMAS J	802		1,276.56
12/27/2014	PC	01/02/2015	18962	MYER, ELIZABETH A.	900		1,836.03

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
12/27/2014	PC	01/02/2015	18963	VANLOO, JOSEPH G.	902		709.08
12/27/2014	PC	01/02/2015	18964	TABER, HOLLY S.	924		563.51
12/27/2014	PC	01/02/2015	18965	WYMAN, MATTHEW A.	927		946.43
12/27/2014	PC	01/02/2015	18966	DRAVES, MICHAEL J.	928		439.03
12/27/2014	PC	01/02/2015	18967	SCHRADER, LOU ANN	929		451.95
12/27/2014	PC	01/02/2015	18968	SCHWAGER, EDWARD J.	930		607.94
12/27/2014	PC	01/02/2015	111991	COLE, SHANE	50		524.08
12/27/2014	PC	01/02/2015	111992	SWEM, DONALD L.	512		1,669.13
12/27/2014	PC	01/02/2015	111993	WHITLEY, ANDREW T.	522		1,531.98
12/27/2014	PC	01/02/2015	111994	MORRISON, KEVIN P.	601		875.60
12/27/2014	PC	01/02/2015	111995	HODGE, MICHAEL J.	606		1,095.27
12/27/2014	PC	01/02/2015	111996	JOHNSON, STEVEN P.	617		1,000.82
12/27/2014	PC	01/02/2015	111997	BOSS JR, DALE E.	701		1,116.30
12/27/2014	PC	01/02/2015	111998	STEBE JR, JOHN M.	729		185.89
12/27/2014	PC	01/02/2015	111999	BOSS, SHERRY M.	730		186.26
12/27/2014	PC	01/02/2015	112000	STEBE, CATHERINE M.	765		143.60
12/27/2014	PC	01/02/2015	112001	HOLM, ARTHUR R.	791		441.16
12/27/2014	PC	01/02/2015	112002	STEVENS, JEFFREY W.	1028		197.02
Grand Totals:			<u>75</u>				<u>81,423.94</u>

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Report Criteria:

Computed checks included
 Manual checks included
 Supplemental checks included
 Termination checks included
 Void checks included

Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
12/27/2014	01/02/2015	112003	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST	182.40
12/27/2014	01/02/2015	112003	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	236.11
12/27/2014	01/02/2015	112004	BAY WINDS FEDERAL C	9024	HSA-EMPLOYEE CONTRIB-BAY	198.46
12/27/2014	01/02/2015	112005	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 12/27/	42.00
12/27/2014	01/02/2015	112006	CHARLEVOIX STATE BA	9017	HSA - EMPLOYEE CONTRIB - C	1,131.16
12/27/2014	01/02/2015	112007	CHEMICAL BANK	9018	HSA - EMPLOYEE CONTRIB - C	150.00
12/27/2014	01/02/2015	112008	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	532.43
12/27/2014	01/02/2015	112009	MI STATE DISBURSEME	9012	FRIEND OF THE COURT Pay P	424.02
12/27/2014	01/02/2015	112010	POLICE OFFICERS LABO	9003	POL UNION DUES Pay Period: 1	392.00
12/27/2014	01/02/2015	112011	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	1,819.54
Grand Totals:		10				5,108.12

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Check Number	Payee	Amount
01/06/2015		
112012	A.SHAW & ASSOCIATES LLC	263.00
112013	AIRGAS USA LLC	172.58
112014	AMERICAN WASTE INC.	2,034.20
112015	ARROW UNIFORM-TAYLOR L.L.C.	1,004.92
112016	B & L SOUND INC	63.96
112017	BEHAN WINDOW CLEANING	240.00
112018	BOB MATHERS FORD	69.88
112019	BOSS JR, DALE	556.36
112020	CCP INDUSTRIES INC	404.12
112021	CENTRAL DRUG STORE	66.40
112022	CHARLEVOIX COUNTY TREASURER	383.00
112023	CHESAPEAKE GROUP INC.	6,400.00
112024	CINTAS CORPORATION	130.70
112025	CITY OF CHARLEVOIX - MISC	282.87
112026	CITY OF CHARLEVOIX - UTILITIES	39,114.38
112027	CLEAR WATER PLUMBING & HEATIN	6,575.00
112028	COMPASS MINERALS AMERICA	3,536.11
112029	DCASSESSING SERVICES	4,371.08
112030	DeROSIA, PATTY	126.59
112031	DITCH WITCH SALES OF MICHIGAN	265.88
112032	DOAN, GERARD	41.00
112033	EJ USA INC.	2,362.27
112034	ELLIOTT, PATRICK M.	41.00
112035	ELLSWORTH FARMER'S EXCHANGE	2,328.00
112036	EVANS, HAL	41.00
112037	FOX CHARLEVOIX FORD	6,562.27
112038	FREEDOM MAILING SERVICES INC.	2,316.47
112039	FREIGHTLINER OF GRAND RAPIDS	164.44
112040	GOLDING, JOYCE	41.00
112041	GORDON FOOD SERVICE	124.45
112042	GRAINGER	147.00
112043	GRAND TRAVERSE GARAGE DOOR	96.60
112044	GREY GABLES INN	860.00
112045	GRP ENGINEERING INC.	163.78
112046	HACH COMPANY	727.87
112047	HAMMERSMITH EQUIPMENT CO	140.00
112048	HANKINS, SCOTT	41.00
112049	HARRIS, SAMANTHA	75.00
112050	HEID, THOMAS J.	41.00
112051	HERZOG ELECTRIC	337.40
112052	HOLIDAY COMPANIES	9,346.90
112053	IDEXX DISTRIBUTION INC.	1,194.85
112054	INDEPENDENT DRAFTING SERVICES	1,984.00
112055	INDUSTRIAL MARKETING	246.15
112056	J & B MEDICAL SUPPLY INC.	378.38
112057	JACK DOHENY SUPPLIES INC	3,490.72
112058	KEHOE, PATRICIA	211.19
112059	KEVIN'S METER TESTING	3,607.50

Check Number	Payee	Amount
112060	KIRINOVIC, THOMAS	41.00
112061	KLOOSTER, ALIDA K.	41.00
112062	KSS ENTERPRISES	370.45
112063	LaCROIX, DENNIS	30.00
112064	LAKESHORE TIRE & AUTO SERVICE	92.43
112065	LAVOIE, RICHARD	8.98
112066	LEVASSEUR, SHARON	75.00
112067	McSWEENEY, SANDY	1.66
112068	MCVEIGH'S TRUCK SPRINGS INC.	264.87
112069	MD SOLUTIONS	73.50
112070	MDC CONTRACTING LLC	15,229.03
112071	MICHIGAN MUNICIPAL LEAGUE	4,085.61
112072	MYER, ELIZABETH A.	124.41
112073	NEOPOST USA INC.	7,015.00
112074	NETSOURCE ONE INC.	24.00
112075	NORTHERN CREDIT BUREAU	339.96
112076	NORTHERN MICHIGAN JANITORIAL	54.00
112077	NORTHERN PUMP SERVICE INC.	430.00
112078	NORTHERN TECH SUPPLY	9.03
112079	NYE UNIFORM CO	100.54
112080	OLESON'S FOOD STORES	10.37
112081	OLSON BZDOK & HOWARD	4,361.50
112082	OTEC	293.96
112083	PERFORMANCE ENGINEERS INC	1,678.00
112084	PHILLIPS, ROBERT	75.00
112085	PHYSICIANS CLINIC OF CHARLEVOIX	100.00
112086	PHYSIO-CONTROL INC.	381.00
112087	POWER LINE SUPPLY	3,246.26
112088	PREIN & NEWHOF	49,399.45
112089	PRIEBE, FREDRICK	75.00
112090	RTI LABORATORIES INC.	271.00
112091	SCIENTIFIC BRAKE & EQUIP CO	690.14
112092	SECURITY SANITATION INC.	95.00
112093	SEELEY'S PRINTING SERVICE	246.52
112094	SHORELINE POWER SERVICES INC.	4,625.97
112095	SITES, JEANNIE	16.72
112096	SPENCER, MICHAEL	41.00
112097	STATE OF MICHIGAN	180.00
112098	STATE OF MICHIGAN	3,095.00
112099	STRAEBEL, ROBERT J.	41.00
112100	SUN SHADE	134.33
112101	SWEM, DONALD L.	41.00
112102	TENCZA, JUANITA	12.91
112103	TERMINAL SUPPLY CO	57.91
112104	TEUNIS, STEVEN	41.00
112105	TRAVERSE CITY RECORD EAGLE	417.70
112106	WELLER, LINDA	41.00
112107	WHITE PINES ELECTRIC INC.	90.00
112108	WHITLEY, ANDREW	8.89

Check Number	Payee	Amount
112109	WINDER POLICE EQUIPMENT	50.95
112110	WOOD SHOP, THE	2,180.00
112111	WYMAN, MATTHEW A.	41.00
Total 01/06/2015:		<u>203,622.32</u>
Grand Totals:		<u><u>203,622.32</u></u>

Check Number	Payee	Amount
12/15/2014		
121514001	MICHIGAN PUBLIC POWER AGENCY	24,820.61
Total 12/15/2014:		24,820.61
Grand Totals:		24,820.61

Check Issue Date	Check Number	Payee	Amount
121914001			
12/19/2014	12191400	**EFTPS* Payroll Taxes	7,314.31
12/19/2014	12191400	**EFTPS* Payroll Taxes	7,314.31
12/19/2014	12191400	**EFTPS* Payroll Taxes	1,710.60
12/19/2014	12191400	**EFTPS* Payroll Taxes	1,710.60
12/19/2014	12191400	**EFTPS* Payroll Taxes	11,164.23
Total 121914001:			
	5		29,214.05
121914002			
12/19/2014	12191400	Alerus Financial	270.00
Total 121914002:			
	1		270.00
121914003			
12/19/2014	12191400	STATE OF MICHIGAN	4,219.96
Total 121914003:			
	1		4,219.96
121914004			
12/19/2014	12191400	Vantagepoint - 401 Plan 109153	742.62
Total 121914004:			
	1		742.62
121914005			
12/19/2014	12191400	Vantagepoint - 457 Plan 300959	5,520.67
12/19/2014	12191400	Vantagepoint - 457 Plan 300959	139.86
12/19/2014	12191400	Vantagepoint - 457 Plan 300959	1,687.05
12/19/2014	12191400	Vantagepoint - 457 Plan 300959	5,634.07
Total 121914005:			
	4		12,981.65
Grand Totals:			
	12		47,428.28

OK
 12/15

Check Number	Payee	Amount
12/19/2014		
121914006	MERS	27,329.68
Total 12/19/2014:		27,329.68
Grand Totals:		27,329.68

Check Number	Payee	Amount
12/22/2014		
122214001	MICHIGAN PUBLIC POWER AGENCY	22,181.43
Total 12/22/2014:		22,181.43
Grand Totals:		22,181.43

Check Number	Payee	Amount
12/26/2014		
122614001	MICHIGAN PUBLIC POWER AGENCY	284,588.28
Total 12/26/2014:		284,588.28
Grand Totals:		284,588.28

Check Number	Payee	Amount
12/29/2014		
122914001	MICHIGAN PUBLIC POWER AGENCY	18,741.33
Total 12/29/2014:		18,741.33
Grand Totals:		18,741.33

Check Issue Date	Check Number	Payee	Amount
10215001			
01/02/2015	10215001	**EFTPS* Payroll Taxes	7,788.56
01/02/2015	10215001	**EFTPS* Payroll Taxes	7,788.56
01/02/2015	10215001	**EFTPS* Payroll Taxes	1,821.54
01/02/2015	10215001	**EFTPS* Payroll Taxes	1,821.54
01/02/2015	10215001	**EFTPS* Payroll Taxes	12,318.69
Total 10215001:			
	5		31,538.89
10215002			
01/02/2015	10215002	Alerus Financial	270.00
Total 10215002:			
	1		270.00
10215003			
01/02/2015	10215003	STATE OF MICHIGAN	4,417.47
Total 10215003:			
	1		4,417.47
10215004			
01/02/2015	10215004	Vantagepoint - 401 Plan 109153	742.62
Total 10215004:			
	1		742.62
10215005			
01/02/2015	10215005	Vantagepoint - 457 Plan 300959	5,520.67
01/02/2015	10215005	Vantagepoint - 457 Plan 300959	135.92
01/02/2015	10215005	Vantagepoint - 457 Plan 300959	1,649.43
01/02/2015	10215005	Vantagepoint - 457 Plan 300959	5,970.18
Total 10215005:			
	4		13,276.20
Grand Totals:			
	12		50,245.18

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Check Number	Payee	Amount
01/06/2015		
2458	BECK, BRIAN	75.00
2459	BERRY, ROBERT	1,335.60
2460	BINDSTADT, RICHARD	1,527.04
2461	CHARLEVOIX COUNTY TREASURER	232,752.15
2462	CHARLEVOIX COUNTY TREASURER	160.41
2463	CHARLEVOIX DISTRICT LIBRARY	65,689.97
2464	CHARLEVOIX PUBLIC SCHOOLS	10,027.96
2465	CHARLEVOIX PUBLIC SCHOOLS	1,278.97
2466	CHARLEVOIX PUBLIC SCHOOLS	93.85
2467	CHARLEVOIX PUBLIC SCHOOLS	590.58
2468	CITY OF CHARLEVOIX - TAXES DUE	48,998.36
2469	CITY OF CHARLEVOIX/DDA	81,108.69
2470	CORELOGIC	1,014.39
2471	PETERS, KEVIN	959.40
2472	RECREATIONAL AUTHORITY	17,739.49
Total 01/06/2015:		463,351.86
Grand Totals:		463,351.86

CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Agreement for Ambulance Services provided by the City of Charlevoix to Charlevoix Township, Eveline Township, Hayes Township, Marion Township, and Norwood Township.

DATE: January 5, 2015

PRESENTED BY: Police/Fire Chief Gerard Doan

ATTACHEMENTS: Agreement for Ambulance Services

BACKGROUND INFORMATION FOR AMBULANCE SERVICE: The City of Charlevoix has been working cooperatively with Charlevoix Township, Eveline Township, Hayes Township, Marion Township, and Norwood Township to establish a mutual agreement for ambulance services. The agreement stipulates that the City of Charlevoix will provide ambulance service to the above mentioned Townships, while sharing the costs with all parties involved.

The shared costs consists of a formula that includes each party's total taxable value, total population, pro-rata share of the total 911 addresses, and total number of ambulance runs divided amongst the six municipalities. The ambulance runs originating at Charlevoix Area Hospital and Boulder Park Terrace shall be spread out over all parties involved.

The agreement will become effective when signed by all of the parties involved. The term of this agreement shall be for five years unless terminated as specified in the agreement.

RECOMMENDATION: I recommend that City Council approve the Ambulance Service Agreement for the City of Charlevoix to provide ambulance service to Charlevoix Township, Eveline Township, Hayes Township, Marion Township, and Norwood Township for the next five years.

AGREEMENT FOR AMBULANCE SERVICES

THIS AGREEMENT shall be deemed effective on June 1, 2015 among the City of Charlevoix, a Michigan home rule city, whose address is 210 State St., Charlevoix, Michigan 49720 (City); Charlevoix Township, a Michigan general law township, whose address is 12491 Waller Rd., Charlevoix, Michigan 49720; Eveline Township, a Michigan general law township, whose address is 08525 Ferry Rd., East Jordan, Michigan 49727; Hayes Township, a Michigan general law township, whose address is 09195 Old US-31 N., Charlevoix, Michigan 49720; Marion Township, a Michigan general law township, whose address is 01362 Matchett Rd., Charlevoix, Michigan 49720; and Norwood Township, a Michigan general law township, whose address is 19759 Lake St., Charlevoix, Michigan 49720 (individually a Township and collectively the Townships).

Recitals

- A. The City owns, operates and equips an ambulance service for the benefit of its residents.
- B. The Townships have no ambulance service, but desire to make the City's ambulance service available to their residents through this Agreement.
- C. The City desires to aid the Townships in providing ambulance services in the Townships.
- D. The Townships desire to engage the services of the City to provide ambulance services in those portions of the Townships described in this Agreement.
- E. The parties are authorized to enter into this Agreement pursuant to MCL 41.711.
- F. The parties, therefore, desire to specify their respective rights and obligations in this Agreement.

Agreement

Now, therefore, in consideration of the mutual promises contained herein, the parties hereby agree as follows:

1. Engagement of Services. The City shall provide ambulance services to the Townships in the following described service area:

Charlevoix Township in its entirety;

Eveline Township west of the South Arm of Lake Charlevoix, except Sections 31, 32 and 33;

Hayes Township, except Sections 1, 2, 11, 12, 13 and 14;

Marion Township in its entirety;

Norwood Township in its entirety.

The City shall provide the ambulance service on a twenty-four (24) hour per day, seven (7) day per week basis under the terms and conditions contained in this agreement.

2. Management. The City shall retain the sole right to manage the ambulance service and its personnel, and in the exercise of its sole discretion shall determine the appropriate methods and procedures used in the discharge of the ambulance services provided pursuant to this Agreement.
3. Availability of Service. The ambulance services provided under this Agreement shall be expressly contingent upon the availability of both ambulance equipment and personnel. The determination of availability shall be made exclusively by the City through its Fire Chief, or other qualified ambulance personnel. In making this determination, the City shall commit ambulance resources both within the City and within the Townships first to emergency situations and then and only then to non-emergency or other situations.
4. Term. The term of this agreement shall be five (5) years, beginning January 1, 2015 and ending December 31, 2019, unless terminated earlier as provided in Section 5 below.
5. Termination. The City and the Townships collectively may terminate this Agreement and any individual Township may withdraw from this Agreement by providing to the other parties written notice of the intent to terminate or withdraw no less than six (6) months before the date of termination or withdrawal. In the event this Agreement is terminated or any individual Township withdraws from this Agreement as provided in this Section, the City shall refund the pro rata share of the unfunded EMS costs paid by the Townships collectively or paid by the withdrawing Township up to the date of the termination or withdrawal.
6. Consultations with Townships. The City Manager and the City's Fire Chief and the Supervisors of each Township, or such other township board member designated by each respective township board, shall meet no less than quarterly each year to discuss ambulance service operations, unfunded EMS costs of the ambulance service, and any other ambulance service topic. The meetings shall be held as mutually agreed between the parties.
7. Payment of Estimated Unfunded EMS Costs. Each Township shall pay the City that Township's share of the estimated unfunded EMS costs of the ambulance services pursuant to the procedures and formula specified in this Section. For purpose of this Section, the "unfunded EMS costs of the ambulance service" shall mean the ordinary and customary expenses of the ambulance service and all capital expenses of the ambulance services, minus any revenue received by the City for providing the ambulance service from Medicare, Medicaid, insurance companies, patients, or any other non-municipal source.
 - a. On or about April 1st of each year the City shall provide to the Townships a copy of the City's approved budget for the ambulance service, which shall reflect the estimated unfunded EMS costs of the ambulance service for that coming fiscal year. The City shall also provide to the Townships the City's calculation of each Township's share of the estimated unfunded EMS costs of the ambulance service pursuant to the formula specified in this Section.

- b. If any Township disputes the City's calculation of that Township's share of the estimated unfunded EMS costs of the ambulance services, then the City Manager and the City's Fire Chief shall meet with that Township's Supervisor, or such other township board member designated by that township board, to resolve the dispute.

- C. Each Township shall pay to the City on or before June 30 of each year its pro-rated share of the estimated unfunded EMS costs of the ambulance service apportioned among the City and the Townships based on the following formula:
 - i. One-fourth (1/4) of the estimated unfunded EMS costs of the ambulance service shall be apportioned based on each party's pro-rata share of the total taxable value of property in all six (6) municipalities.
 - ii. One-fourth (1/4) of the estimated unfunded EMS costs of the ambulance service shall be apportioned based on each party's pro-rate share of the total population within all six (6) municipalities.
 - iii. One-fourth (1/4) of the estimated unfunded EMS costs of the ambulance service shall be apportioned based on each party's pro-rata share of the total 911 address in all six (6) municipalities.
 - iv. One fourth (1/4) of the estimated unfunded EMS costs of the ambulance service shall be apportioned based on each parties' pro-rata share of the total number of ambulance runs in all six (6) municipalities in the previous fiscal year. For purposes of this calculation, ambulance runs originating at the Charlevoix Area Hospital and Boulder Park terrace shall be spread out to all parties based on the pro-rata calculation for ambulance runs provided for herein.

- d. If the Townships' payment of the estimated unfunded EMS costs of the ambulance service does not cover the Townships' share of the actual unfunded Ems costs of the ambulance service, then each Township shall pay to the City its pro-rated share of any such deficit based on the same formula used to pay the estimated unfunded EMS costs of the ambulance service.

- 8. Governmental Function. The parties hereby acknowledge the agree that in providing ambulance services to the Townships the City is doing so in the exercise of a governmental function and not as a proprietary endeavor. As such, the City, its officers, employees, agents, and volunteers will be discharging a governmental function and not engaged in a proprietary enterprise.

- 9. Indemnification. Each party shall indemnify and hold harmless the other parties, their officers, board members, assigns, agents, servants, employees, and insurance companies from any and all damages, legal fees or expenses, losses, claims and actions which may arise out of that party's performance or lack of performance of any obligation contemplated by this Agreement.

- 10. Entire Agreement. This Agreement contains the entire Agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, between the parties.

- 11. Third Party Beneficiaries. This Agreement shall not be construed to create any third party beneficiary contract or claim, and the parties intend there to be no third party beneficiaries.
- 12. Amendments. This Agreement may be amended by the mutual consent of all parties that is documented in writing and signed by all parties.
- 13. Execution of Agreement. This Agreement may be executed by the parties in counterparts, and the counterparts, when taken together, shall constitute the whole of the Agreement.
- 14. Governing Law. The parties agree that the validity, enforcement, and interpretation of this Agreement shall be governed by the laws of the State of Michigan.
- 15. Notice. Any notice required under this Agreement by any party shall be in writing to the parties to be so notified and sent by certified mail, return receipt requested, to such address as noted therein, unless such address is changed and all parties have been notified consistent with this Section.
- 16. Severability. The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions, and this Agreement shall be construed as if such invalid or unenforceable provision were omitted.
- 17. Effective Date. This Agreement shall become effective when signed by all of the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective the day and year first above written.

Date: _____

CITY OF CHARLEVOIX, a Michigan home rule city

By: _____
Gabe Campbell

Its: Mayor

Date: _____

CHARLEVOIX TOWNSHIP, A Michigan general law township

By: _____
Charles Center

Its: Supervisor

Date: _____

EVELINE TOWNSHIP, A Michigan general law
Township

By: _____

John Vron dran

Its: Supervisor

Date: _____

HAYES HOWNSHIP, a Michigan general law
Township

By: _____

Ethel Knepp

Its: Supervisor

Date: _____

MARION TOWNSHIP, a Michigan general law
Township

By: _____

John F. Martin

Its: Supervisor

Date: _____

NORWOOD TOWNSHIP, a Michigan general law
Township

By: _____

Frank Hamilton

Its: Supervisor

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Agreement for Fire Service with Eveline Township.

DATE: January 5, 2015

PRESENTED BY: Police/Fire Chief Gerard Doan

ATTACHEMENTS: Agreement for Fire Service

BACKGROUND INFORMATION FOR FIRE SERVICE: The City of Charlevoix has been working with Eveline Township to provide fire service for the next five years.

The cost of the fire service provided was calculated by using two prior years of call volume up to 2014. After 2014 a 2% increase was added for each of the next five years based off the 2014 costs.

RECOMMENDATION: I recommend that the City Council approve the Fire Service Agreement for the City of Charlevoix to provide fire service to Eveline Township for the next five years.

AGREEMENT FOR FIRE SERVICES

THIS AGREEMENT shall be deemed effective on June 1, 2015 among the City of Charlevoix, a Michigan home rule city, whose address is 210 State St., Charlevoix, Michigan 49720 (City): and Eveline Township, a Michigan general law township, whose address is 08525 Ferry Rd., East Jordan, Michigan 49727 (Township).

Recitals

- A. The City owns, operates and equips a fire protection service for the benefit of its residents.
- B. The Township has no fire service, but desire to make the City's fire service available to its residents through this Agreement.
- C. The City desires to aid the Township in providing fire services in the Township.
- D. The Township desire to engage the services of the City to provide fire services in the portions of the Township described in this Agreement.
- E. The parties are authorized to enter into this Agreement pursuant to MCL 41.711.
- F. The parties, therefore, desire to specify their respective rights and obligations in this Agreement.

Agreement

Now, therefore, in consideration of the mutual promises contained herein, the parties hereby agree as follows:

1. Engagement of Services. The City shall provide fire services to the Township in the following described service area:

Eveline Township west of the South Arm of Lake Charlevoix, except Sections 31, 32 and 33.

The City shall provide the fire service on a twenty-four (24) hour per day, seven (7) day per week basis under the terms and conditions contained in this agreement.

2. Management. The City shall retain the sole right to manage the fire service and its personnel, and in the exercise of its sole discretion shall determine the appropriate methods and procedures used in the discharge of the fire services provided pursuant to this Agreement.

3. Availability of Service. The fire services provided under this Agreement shall be expressly contingent upon the availability of both fire equipment and personnel. The determination of availability shall be made exclusively by the City through its Fire Chief, or other qualified fire personnel. In making this determination, the City shall commit fire resources both within the City and within the Township first to emergency situations and then and only then to non-emergency or other situations.
4. Term. The term of this agreement shall be five (5) years, beginning June 1, 2015 and ending May 31, 2019, unless terminated earlier as provided in Section 5 below.
5. Termination. The City and the Township may terminate this Agreement by providing written notice of the intent to terminate or withdraw no less than six (6) months before the date of termination or withdrawal. In the event this Agreement is terminated, the City shall refund the costs paid by the Township up to the date of the termination or withdrawal.
6. Consultations with Township. The City Manager and the City's Fire Chief and the Supervisor of the Township, or such other township board member designated by the township board, shall meet no less than quarterly each year to discuss fire service operations, unfunded costs of the fire service, and any other fire service topic. The meetings shall be held as mutually agreed between the parties.
7. Payment for Services. The Township shall pay the City the following amounts for services, on or before June 1 of the specified year:

2015	2016	2017	2018	2019
\$24,397	\$24,885	\$25,383	\$25,890	\$26,408

8. Governmental Function. The parties hereby acknowledge the agree that in providing fire services to the Township the City is doing so in the exercise of a governmental function and not as a proprietary endeavor. As such, the City, its officers, employees, agents, and volunteers will be discharging a governmental function and not engaged in a proprietary enterprise.
9. Indemnification. Each party shall indemnify and hold harmless the other parties, their officers, board members, assigns, agents, servants, employees, and insurance companies from any and all damages, legal fees or expenses, losses, claims and actions which may arise out of that party's performance or lack of performance of any obligation contemplated by this Agreement.
10. Third Party Beneficiaries. This Agreement shall not be construed to create any third party beneficiary contract or claim, and the parties intend there to be no third party beneficiaries.
11. Entire Agreement. This Agreement contains the entire Agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, between the parties.
12. Amendments. This Agreement may be amended by the mutual consent of all parties that is documented in writing and signed by the parties.

- 13. Execution of Agreement. This Agreement may be executed by the parties in counterparts, and the counterparts, when taken together, shall constitute the whole of the Agreement.
- 14. Governing Law. The parties agree that the validity, enforcement, and interpretation of this Agreement shall be governed by the laws of the State of Michigan.
- 15. Notice. Any notice required under this Agreement by any party shall be in writing to the parties to be so notified and sent by certified mail, return receipt requested, to such address as noted therein, unless such address is changed and all parties have been notified consistent with this Section.
- 16. Severability. The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions, and this Agreement shall be construed as if such invalid or unenforceable provision were omitted.
- 17. Effective Date. This Agreement shall become effective when signed by all of the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective the day and year first above written.

Date: _____

CITY OF CHARLEVOIX, a Michigan home rule city

By: _____
Gabe Campbell

Its: Mayor

Date: _____

EVELINE TOWNSHIP, A Michigan general law Township

By: _____
John Vron dran

Its: Supervisor

**CHARLEVOIX CITY COUNCIL
AGENDA ITEM**

AGENDA ITEM TITLE: Request to Apply for Michigan Department of Transportation Permits

DATE: January 5, 2015

PRESENTED BY: City Manager Rob Straebel

ATTACHMENTS: MDOT Performance Resolution for Governmental Bodies

BACKGROUND INFORMATION:

The State of Michigan Department of Transportation (MDOT) requires various permits to be obtained to work in the highway right-of-way. The City Staff desires to apply for an Annual Permit to plant and maintain petunias, plant, remove and trim trees, work on various overhead and underground utilities, do survey work and soil borings, emergency hazardous spill/clean up, host parades and other day to day maintenance operations in the US 31 right-of-way.

RECOMMENDATION:

Staff requests the City Council to consider approving the attached resolution, which is a performance resolution for governmental bodies that is required by MDOT for any operations within the highway right-of-way.

**PERFORMANCE RESOLUTION FOR
GOVERNMENTAL AGENCIES**

This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipality an "Individual Permit for Use of State Highway Right of Way" or an "Annual Application and Permit for Miscellaneous Operations Within State Highway Right of Way".

RESOLVED WHEREAS, the City of Charlevoix
(city, village, township, etc.)

hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utility or other facilities, or to conduct other activities, on, over, and under State Highway right of way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. Any work performed for the GOVERNMENTAL AGENCY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without its specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY.
3. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
4. The GOVERNMENTAL AGENCY It will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.
5. With respect to any activities authorized by PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.

- 6. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 7. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

NAME AND/OR TITLE
 Robert Straebel, City Manager

Linda Jo Weller, Executive Assistant

Patrick Elliott, DPW Superintendent

Don Swem, Electric Superintendent

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by the Charlevoix City Council
(Name of Board, etc)

of the City of Charlevoix of Charlevoix
(Name of GOVERNMENTAL AGENCY) (County)

at a regular meeting held on the 5th day of January A.D. 2015.

SIGNATURE	TITLE City Clerk	PRINT NAME Joyce Golding
-----------	---------------------	-----------------------------

Planned activities in Charlevoix for 2015

Road Closures

May 25, 2015	Memorial Day Parade Closure of US 31 for ½ hour detour will be provided
May 28, 2015	Petunia Planting – Closure of portion of US 31 and M-66 to permit planting of petunias
July 4, 2015	July 4 th parade Closure of US 31 for ½ hour detour will be provided
July 25, 2015	Venetian Parade Closure of US 31 for 1½ hour detour will be provided
October 9, 2015	Charlevoix High School homecoming Closure of US 31 for ½ hour detour will be provided
November 27, 2015	Charlevoix holiday Parade Closure of US 31 for ½ hour detour will be provided
December 31, 2015	Bridge Drop Closure of US 31 bridge for 15 minutes

**CHARLEVOIX CITY COUNCIL
AGENDA ITEM**

AGENDA ITEM TITLE: Mayoral and Council Appointments

DATE: January 5, 2014

PRESENTED BY: Joyce M. Golding, City Clerk

ATTACHMENTS:

BACKGROUND INFORMATION:

The following list includes vacancies on various City commissions.

	Seat	Term	Appointment	Term Expires
Housing Commission	Member Vacancy	5 years	Mayor	04/2015
Historic District Commission	Member Jeannine Wallace	3 years	Mayor rec/Council app	06/2014

RECOMMENDATION:

Motions to appoint or re-appoint citizens to the commissions.

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Budget Amendment #1 for 2014-15

DATE: January 5, 2015

PRESENTED BY: Robert Straebel, City Manager

ATTACHMENTS: Budget Amendment Ordinance

BACKGROUND INFORMATION:

The proposed budget amendment will keep the City's budget process in compliance with Public Act 202 and update the estimated year end budget for 2014-15 to our best estimate. A copy of the public notice is attached.

RECOMMENDATION:

City Council needs to introduce and set the public hearing for the 2014-15 Budget Amendment Ordinance. The public hearing date would be February 16, 2015 at 7 p.m. in the City Council Chambers, 210 State Street, Charlevoix.

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: 2015-16 Budget Ordinance
DATE: January 5, 2014
PRESENTED BY: Robert Straebel, City Manager
ATTACHMENTS: Budget Ordinance

BACKGROUND INFORMATION:

City Council needs to have a public hearing for the 2015-16 Budget, which also sets the millage rates to support the budget. The public hearing also takes the place of a truth in taxation hearing required to levy the tax millage each year. The budget needs to be in place prior to the start of our new fiscal year beginning on April 1, 2015. An ordinance takes 30 days to take effect following passage by City Council.

RECOMMENDATION:

The City Council needs to introduce and set the Budget Public Hearing for 7 p.m. on February 16, 2015 in the City Hall Council Chambers, 210 State Street, Charlevoix. (The public notice and proposed Budget Ordinance are attached.)

Note that the Budget Work Session is scheduled for January 12th at 5:30 p.m. in the Council Chambers.

**CITY OF CHARLEVOIX
ORDINANCE NO.
BUDGET APPROPRIATION ACT**

THE CITY OF CHARLEVOIX ORDAINS:

WHEREAS, The City Council of the City of Charlevoix did give notice of the time and place when a public hearing would be held in conformity with provisions of Section 7.8, Article VII of the City Charter, which Public Hearing was duly held pursuant to said notice and in conformity therewith;

THEREFORE, BE IT RESOLVED, That the revenues and expenditures for the fiscal year commencing on April 1, 2015 and ending March 31, 2016 are hereby appropriated on a fund level basis (a detailed breakdown by activity level can be found in the Budget Details document) as summarized by the following:

GENERAL FUND

REVENUE:

TOTAL REVENUES:	\$3,988,100 =====
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EXPENSE:

TOTAL EXPENSE:	\$3,988,100 =====
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BE IT FURTHER RESOLVED, That the City Council of the City of Charlevoix does hereby levy a tax of 11.1093 mills (9.05 mills operating and 2.0593 mills infrastructure) for the period of April 1, 2015 through March 31, 2016 on all real and eligible personal property in the City of Charlevoix according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the City of Charlevoix and for infrastructure improvements, and is levied pursuant to Section 8.1, Article VIII of the City Charter; and

BE IT FURTHER RESOLVED, That the City Council does hereby levy a tax not to exceed 1.3631 mills for the period April 1, 2015 through March 31, 2016 on all real and eligible personal property in the Downtown Development District, according to the valuation of the same within the district; and

BE IT FURTHER RESOLVED, That the City Council does hereby levy a tax not to exceed 1 mill for the period April 1, 2015 through March 31, 2016 on all real and eligible personal property in the City of Charlevoix, according to the valuation of the same. This tax is levied for the purpose of defraying the cost of rubbish collection and other related services provided citizens allowed by the act, and is levied pursuant to Michigan Public Act 213 of 1969; and

BE IT FURTHER RESOLVED, That the City Council does hereby approve the following budgets for the period April 1, 2015 through March 31, 2016 in the amounts set forth below by fund:

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENSE</u>
Major Street Fund	\$1,179,605	\$1,178,600
Local Street Fund	118,693	115,300
Electric Fund	8,049,200	8,049,200
Sewer Fund	9,942,700	9,942,700
Water Fund	1,642,400	1,642,400
Marina Fund	1,354,300	1,354,300
Airport Fund	3,157,800	1,747,800
Downtown Development Auth	566,500	548,500
Employee Fringe Benefit	2,283,400	2,242,300
Motor Vehicle Fund	1,084,500	1,084,500
Perpetual Care Trust Fund	10,000	10,000
Fire/Ambulance Fund	76,500	0
Sewer Tap-in Fund*	8,100	0
Northside/Southside Sewer Fund*	100	0
Infrastructure Improvement	703,600	703,600
Road Improvements	270,100	270,100
Public Works Site Fund	187,500	4,000
Industrial Park Fund	81,500	81,500
Mt. McSauba Recreation Fund	5,700	4,000

* These funds are part of the Sewer Fund.

Ordinance # _____ was adopted by the Charlevoix City Council at a regular meeting held on February 16, 2015 with the following yea and nay vote:

YEAS: Council members

NAYS:

State of Michigan)
) ss
City of Charlevoix)

Joyce M. Golding, Clerk

Gabriel M. Campbell, Mayor

I hereby certify that Ordinance # _____ was adopted by the City Council of the City of Charlevoix on February 16, 2015 and was published in the Charlevoix Courier on _____

Joyce M. Golding, Clerk