

AGENDA  
CITY OF CHARLEVOIX CITY COUNCIL MEETING

Monday, November 17, 2014 - 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 – November 3, 2014 PG 1-11
  - B. Accounts Payable Check Registers & Payroll Check Registers PG 12
  - C. Board of Review Resignation - Arlene Staley PG 13
  - D. Election Results
- V. Public Hearings
- VI. Reports
- VII. Requests, Petitions and Communications and Actions Thereon
  - A. Organizational Meeting PG 14-16
    - 1. Election of Deputy Mayor
    - 2. Council Meeting Dates and Times
    - 3. Appointments
  - B. Charlevoix Historic Society - Request for Support for Lighthouse Grant PG 17-29
  - C. Discussion of Grant Application to the Michigan Township Risk Reduction Grant Program PG 30-31
  - D. Discussion Regarding the Long-Term Infrastructure Plan PG 32-43
  - E. Consideration to Approve Purchase of Ice Control Salt PG 44
  - F. Consideration to Approve an Urgent Need Grant Agreement for \$114,299 with the Michigan Strategic Fund PG 45-54
  - G. Consideration of a Resolution Related to a Possible Land Swap Between St. Mary's Cement Company and Fisherman's Island State Park PG 55-59
- VIII. Introduction and Initial Actions Relating to Ordinances or to Resolutions That Require Publication or Hearings Prior to Final or Further Action
- IX. Resolutions
  - A. Resolutions of Support for Charlevoix Historic Society's Lighthouse Grant PG 28-29
  - B. Resolution for Grant Application to the Michigan Township Risk Reduction Grant Program PG 31
  - C. Consideration of a Resolution Related to a Possible Land Swap Between St. Mary's Cement Company and Fisherman's Island State Park PG 59
- X. Ordinances
- XI. Miscellaneous Business
- XII. Audience – Non-Agenda Input (written requests take precedent)
- XIII. Closed Session
  - A. Pending Litigation
- XIV. Adjourn

The City of Charlevoix will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon one week's notice to the City of Charlevoix. Individuals with disabilities requiring auxiliary aids or services should contact the City of Charlevoix Clerk's Office in writing or calling the following: City Clerk, 210 State Street, Charlevoix, MI 49720 (231) 547-3250.

**CITY OF CHARLEVOIX**  
**REGULAR CITY COUNCIL MEETING MINUTES**  
**Monday, November 3, 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 Norman L. Carlson Jr.

**I. Pledge of Allegiance**

**II. Roll Call of Members Present**

Mayor: Norman L. Carlson Jr.  
City Manager: Robert Straebel  
City Clerk: Joyce Golding  
Members Present: Councilmembers Peggy Brennan, Shane Cole, Lyle Gennett, Shirley Gibson, Leon Perron, and Jeff Porter  
Absent: None

**III. Inquiry Regarding Possible Conflicts of Interest**

None.

**IV. Consent Agenda**

The following items were approved and filed:

- A. Approval of Minutes – October 20, 2014 Regular Meeting Minutes
- B. Special Accounts Payable Check Register – October 21, 2014
- C. Accounts Payable Check Register – November 4, 2014
- D. ACH Payments – October 20, 2014 – October 27, 2014
- E. Tax Disbursement – November 4, 2014
- F. Payroll Check Register – October 24, 2014
- G. Payroll Transmittal – October 24, 2014
- H. Certificate of Appreciation – Joe Zielinski

**V. Public Hearings**

None.

**VI. Reports**

City Manager Straebel reported that recruitment for the new Treasurer continues. Council generally agreed that Councilmembers Gibson and Porter will sit on the interview committee. City Manager Straebel's suggestion to use previous Treasurers Rick Brandt and Joe Zielinski as consultants during the budget process was met with no opposition. A special meeting will be scheduled for Tuesday, November 18, 2014 at 5:00 p.m. to discuss City goals and the 2015/16 budget.

**VII. Requests, Petitions and Communications and Actions Thereon**

**A. Consideration of Approval for Main Street Program – Select Level**

The Main Street Program is a comprehensive, grassroots, and volunteer led strategy to run the most effective downtown possible. At the August DDA meeting, the Board of Directors decided to apply for the Select Level of the Michigan Main Street Program. Along with applying for the Select Level, the DDA must demonstrate support (both financially and through volunteers) from all sectors including the municipally, area residents, businesses, organizations and individuals. If Charlevoix is chosen, the City will receive more than \$250,000 worth of assistance from the State and first priority on grant funding from State and national agencies.

The Main Street Steering Committee would like Council to consider making a \$2,500 pledge each year for the next five years towards the Main Street Program. The DDA will only collect this money if the City is accepted into the program.

Councilmember Gibson supports the Main Street Program and stated that historic preservation of the downtown area is important.

Mayor Carlson opened the item to public comment. There was no comment and the item was closed to the public.

Motion by Councilmember Cole, second by Councilmember Gennett, to pledge \$2,500/year for five years to the Charlevoix Main Street Program upon acceptance into the Select Level.

Yeas: Gennett, Gibson, Perron, Porter, Brennan, Cole  
Nays: None  
Absent: None

**B. Consideration to Approve a Five-Year Lease with Keeweenaw Excursions**

Per direction from City Council, City Staff has revised the docking agreement with Keeweenaw Excursions. The agreement now calls for a five-year lease with a 2% increase in docking fees each year. Language has been added to give the City the option of renegotiating the dockage fees if the proposed new dock is constructed.

Craig Funkey, owner of Keweenaw Excursions, expressed concerns regarding where the Keweenaw would be docked, when proposed construction would take place, and who would pay for new dock pilings if the marina expansion takes place. City Manager Straebel stated that he is committed to working with Keweenaw Excursions to make sure that they can continue their operations during the tourist season. If the marina expansion project moves forward, Council and Staff will work with the owners ensure that their business is not damaged economically.

Mayor Carlson opened the item to public comment. There was no comment and the item was closed to the public.

Motion by Councilmember Brennan, second by Councilmember Gannett, to approve a five-year docking lease with Keweenaw Excursions.

Yeas: Gannett, Gibson, Perron, Porter, Brennan, Cole  
Nays: None  
Absent: None

C. Amended Rates and Fees for Mt. McSaubia Ski Hill/Skating Rink Area  
Council adopts rates for the Mt. McSaubia Recreational Area during the annual budget process. Recreation Director Kirinovic is recommending several rate changes for the 2014/15 winter season to be made in line with local competitors and to increase revenue.

Councilmember Gibson noted that the proposed season pass price had increased significantly. Director Kirinovic stated that the current price has been undervalued for quite some time.

Mayor Carlson opened the item to public comment. There was no comment and the item was closed to the public.

Action by Resolution.

D. Charlevoix Convention & Visitors Bureau Seeking Nonprofit Status Statement  
The Charlevoix Convention & Visitors Bureau (CCVB) plans to hold a raffle to help pay for the fireworks for the Charlevoix's Bridge Drop on December 31, 2014. In order to receive a raffle license from the State of Michigan, the CCVB must be deemed a nonprofit organization within the community via a resolution from City Council.

Amanda Wilkin, CCVB, stated that the revenues from the hospitality tent and raffle will not cover the \$10,000 cost of the fireworks.

Mayor Carlson opened the item to public comment.

Bill Supremaw, 2nd Ward, asked how long the fireworks display would last. Ms. Wilkins responded five minutes.

The item was closed to the public.

Action by Resolution.

E. Consideration to Approve the Purchase of MERS Service Credit for Thomas J. Heid by the City of Charlevoix  
Due to an administrative error from 1998 through 2009, eight (8) months of MERS Service Credit was removed from Thomas J. Heid's (City employee) record. Because this adjustment has negatively impacted Mr. Heid's future retirement benefit, Staff is recommending that the City purchase eight (8) months of service credit to resolve this issue.

HR Assistant Berosta stated that MERS used a formula to calculate the purchase amount.

Mayor Carlson opened the item to public comment. There was no comment and the item was closed to the public.

Action by Resolution.

F. Authorization of Bank Signature Cards

Due to the resignation of City Treasurer Joe Zieirinski, City business bank accounts require a City Council resolution for Staff allowed to be on signature cards to deposit funds and write checks. Staff is proposing to include the following signatures:

- Check signors: Joyce M. Golding, Clerk and Robert J. Straebel, City Manager
- Account signature cards at banks: Robert J. Straebel, Alda K. Klooster, Joyce M. Golding.

Mayor Carlson opened the item to public comment. There was no comment and the item was closed to the public.

Action by Resolution.

G. Consideration to Approve a Central Reservation System Contract With the Michigan Department of Natural Resources (DNR). Per requirements of the City's DNR Marina Improvement Grant, the City was required to execute an agreement with the DNR to become part of the States Central Reservation System. This agreement expired on October 31, 2014. The new contract term is for four years with an expiration date of October 31, 2018 and an option of another three years, if mutually agreeable.

Mayor Carlson opened the item to public comment. There was no comment and the item was closed to the public.

Motion by Councilmember Cole, second by Councilmember Brennan, to approve the Michigan Department of Natural Resources Contract for Use of the Central Reservation System for four years, expiring October 31, 2018.

Yeas: Gennett, Gibson, Perron, Porter, Brennan, Cole  
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**

A. Introduction of an Ordinance and Outdoor Dining Program

In order to incorporate more café style dining in the DDA District, an Outdoor Dining Committee was formed to create outdoor dining program guidelines and an application process. This program will provide more dining options to choose from and will help facilitate a vibrant and innovative downtown district. In addition to approving the Outdoor Dining Program, an amendment to a portion of the City Code found in Title IV, Street and Sidewalks, Section 4.7, Subsection 4b is needed and a public hearing must be set.

CED Director Pearson discussed several comments and questions from Council. Councilmember Porter felt that businesses should be charged an additional \$200 for each adjacent space. Director Pearson stated that Council will ultimately will set the fees and she suggested that fees should be not be cost prohibitive due to the initial cash outlay in purchasing required tables, chairs and umbrellas to be compliant with the program.

Mayor Carlson opened the item to public comment.

Mary Evelynigh, 1<sup>st</sup> Ward, questioned whether the proposed program was presented to the Planning Commission. Planner Spencer has presented the plan.

Luther Kurtz, 1<sup>st</sup> Ward, is excited about the program and thanked those Councilmembers and Staff who worked to develop the program.

The item was closed to the public.

Motion by Councilmember Gibson, second, by Councilmember Gennett, to set a public hearing for Monday, December 1, 2014 at 7:00 p.m. [to discuss the Outdoor Dining Program].

Yeas: Gennett, Gibson, Perron, Porter, Brennan, Cole  
Nays: None  
Absent: None

IX. **Resolutions**

A. Amended Rates and Fees for Mt. McSaubia Ski Hill/Skating Rink Area  
Motion by Councilmember Perron, seconded by Councilmember Gennett, to approve Resolution 2014-11-01, Amend Mt. McSaubia Rates and Fees Associated with 2014-15 Budget, as follows:

**CITY OF CHARLEVOIX  
RESOLUTION 2014-11-01**

**RESOLUTION TO AMEND MT. MCSAUBA RATES AND FEES ASSOCIATED WITH THE 2014-15 BUDGET**

**WHEREAS,** the City of Charlevoix annually must adopt a balanced budget to comply with the City Charter; and

**WHEREAS,** the City of Charlevoix in preparing the budget, assumes the adoption of rates and fees for various services they provide in order to pay for those services in whole or in part as proposed in their annual budget; and

**WHEREAS,** the City of Charlevoix defines all of their rates and fees in the rate section of the proposed budget.

**THEREFORE, BE IT RESOLVED, THAT THE CITY COUNCIL OF THE CITY OF CHARLEVOIX** amends the rates and fees included in the 2014-15 Budget with changes to the rates and fees for the Mt. McSaubia Ski Hill/Skating Rink areas, effective November 15, 2014:

**CURRENT**

Resident Non-Resident

**PROPOSED**

Resident Non-Resident

Mt. McAulda Winter Recreation Area  
 Weeknight Daily \$ 10.00  
 Weekend Daily 13.00  
 Season Pass: 1 Person 110.00  
 Each additional family member add 60.00  
 Ski Team Pass 50.00  
 Daily Ice Rink Fee 1.00  
 Ice Skating Season Pass 10.00

	\$ 15.00	\$ 10.00	\$ 15.00
	18.00	13.00	18.00
	165.00	130.00	199.00
	60.00	70.00	80.00
	60.00	60.00	60.00
	2.00	5.00	5.00
	15.00	50.00	50.00

Equipment Rental

Skis or Snowboard 10.00  
 Cross Country or Snowshoe 5.00  
 (8 Hour Rental)  
 Cross Country or Snowshoe 10.00  
 (24 Hour Rental)  
 Ice Skates 2.00

	12.00	10.00	12.00
	8.00	5.00	8.00
	12.00	10.00	12.00
	3.00	5.00	5.00

Lessons

Group Ski/Snowboard Lessons 40.00  
 (per person)  
 Group Ski/Snowboard Lessons 50.00  
 With Rental (per person)  
 Individual Ski/Snowboard Lessons 25.00  
 (1/2 hr. with equip.)  
 Individual Ski/Snowboard Lessons 35.00  
 (1 hr. with equip.)

	45.00	45.00	50.00
	55.00	55.00	60.00
	30.00	25.00	30.00
	40.00	35.00	40.00

RESOLVED this 3<sup>rd</sup> day of November, A.D. 2014

Resolution was adopted by the following yeas and nays vote:

Yeas: Gannett, Gibson, Perron, Porter, Brennan, Cole  
 Nays: None  
 Absent: None

- B. Resolution – Charlevoix Convention & Visitors Bureau Seeking Nonprofit Status  
 Motion by Councilmember Brennan, seconded by Councilmember Gannett, to approve Resolution 2014-1-02, Local Governing Body Resolution for Charitable Gaming Licenses, as follows:

**CITY OF CHARLEVOIX  
 RESOLUTION NO. 2014-11-02  
 LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES**

**WHEREAS**, the City of Charlevoix recognizes the Charlevoix Convention & Visitors Bureau as a registered nonprofit organization; and

**WHEREAS**, the Charlevoix Convention & Visitors Bureau is located in the City of Charlevoix within Charlevoix County; and

**WHEREAS**, the Charlevoix Convention & Visitors Bureau's mission is to positively impact the area's economy by marketing Charlevoix as a travel destination.

**NOW THEREFORE BE IT RESOLVED**, that the City of Charlevoix recognizes the Charlevoix Convention & Visitors Bureau as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses.

RESOLVED this 3rd day of November, A.D. 2014.

Resolution was adopted by the following yea and nay vote:

Yeas: Gannell, Gibson, Perron, Porter, Brennan, Cole  
Nays: None  
Absent: None

- C. Consideration to Approve the Purchase of MERS Service Credit for Thomas J. Heid by the City of Charlevoix  
Motion by Councilmember Cole, seconded by Councilmember Brennan, to approve Resolution 2014-11-03, Purchase of MERS Service Credit, as follows:

**CITY OF CHARLEVOIX  
RESOLUTION NO. 2014-11-03  
PURCHASE OF MERS SERVICE CREDIT**

**WHEREAS,** from 1998 through 2009, eight (8) months of MERS Service Credit was inappropriately credited to Thomas J. Heid (employee); and

**WHEREAS,** this was an administrative error; and

**WHEREAS** the removal of this MERS Service Credit has negatively impacted the Employee's future retirement benefit; and

**WHEREAS,** staff is recommending that the City of Charlevoix purchase eight (8) months of MERS Service Credit for the Employee; and

**WHEREAS,** that it should be recognized that this purchase of MERS Service Credit is a unique situation; and therefore, should be considered non precedent setting.

**NOW THEREFORE, BE IT RESOLVED,** as provided by the MERS Plan Document, the additional credited service described above is hereby granted this Member by Resolution of the Governing Body of the City of Charlevoix at its meeting on November 3, 2014.

**BE IT FURTHER RESOLVED,** the City of Charlevoix understands this is an estimated cost, calculated using actuarial assumptions approved by the Retirement Board. Any difference between the assumptions and actual experience will affect the true cost of the additional service. For example, changes in benefit programs through adoption or transfer of the affected employee to a division with "better" benefits; increases in wages other than 4.5% per year; and changes to the anticipated date of termination, will affect the actual cost of the additional service (increase or decrease). Thus actual future events and experience may result in changes different than those assumed, and liability different than that estimated.

**BE IT FURTHER RESOLVED,** the City of Charlevoix understands and agrees that it is accountable for any difference between estimated and actual costs.

RESOLVED this 3rd day of November, A.D. 2014

Resolution was adopted by the following yea and nay vote:

Yeas: Gannell, Gibson, Perron, Porter, Brennan, Cole  
Nays: None  
Absent: None

- D. Authorization of Bank Signature Cards  
Motion by Councilmember Brennan, seconded by Councilmember Cole, to approve Resolution No. 2014-11-04 Authorized Bank Signatories, as follows:

**CITY OF CHARLEVOIX  
RESOLUTION NO. 2014-11-04  
AUTHORIZED BANK SIGNATORIES**

**WHEREAS,** City Council has approved the Charlevoix State Bank and FirstMerit Bank (formerly Citizens Bank) as depositories for the City business accounts during the City Council meeting of February 4, 2013; and

**WHEREAS,** these banks are required to comply with Michigan P.A. 20 and have agreed to follow our adopted investment policy; and

**WHEREAS,** the resignation of the City Treasurer has required changes be made to the staff which are allowed to authorize receipts and payments to these banks.

**THEREFORE BE IT RESOLVED,** that any and all funds standing to the credit of the City of Charlevoix with these banks in their main checking and/or sweep accounts may be withdrawn with checks, drafts, notices for the payment of money, when signed by any of the following:

Robert J. Straebel, City Manager  
 Allida K. Klooster, Assistant Treasurer  
 Joyce M. Golding, City Clerk

RESOLVED this 3rd day of November, A.D. 2014.

Yeas: Gennett, Gibson, Ferron, Porter, Brennan, Cole  
 Nays: None  
 Absent: None

**X. Ordinances**  
 None.

**XI. Miscellaneous Business**

Mayor Carlson stated that it was an honor and privilege to serve with Councilmember Gennett and extended his best wishes. He also wished Gabe Campbell good luck in the upcoming election.

Councilmember Brennan thanked Council for their unanimous vote to appoint her and that she was honored to serve.

**XII. Audience - Non-agenda Input (written requests take precedent)**

Larry Sullivan, 1<sup>st</sup> Ward, discussed his concerns regarding the condition of Lake Michigan Beach Park.

**XIII. Adjourn**

The Mayor stated if there were no objections, the meeting would adjourn. There were no objections. Meeting adjourned at 7:58 p.m.

Joyce M. Golding	City Clerk	Norman Carlson Jr.	Mayor		
<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b>Special Accounts Payable - 10/21/14</b></p> <p>AT&amp;T 1,876.95                  AT&amp;T MOBILITY 72.39                  CHARLEVOIX STATE BANK 4,040.69                  DELTA DENTAL 4,693.98                  GREAT LAKES ENERGY 241.22                  METLIFE SMALL BUSINESS CENTER 770.67  <b>TOTAL 66,235.58</b></p> </td> <td style="width: 50%; vertical-align: top;"> <p><b>Accounts Payable - 11/04/2014</b></p> <p>CITY OF CHARLEVOIX - UTILITIES 31,537.12                  CLARK, CHELSEA 27.43                  CLEAR WATER PLUMBING &amp; HEATING 105.22                  COAST TO COAST COMPUTER 56.99                  COATES, CHERYL 107.50                  COX-FOX, JUANITA 78.78                  CUMMINS BRIDGEWAY LLC 3,357.60                  DCASSESSING SERVICES 4,371.08                  D'ARCSIA, PATTY 41.00                  DITCH WITCH SALES OF MICHIGAN 693.43                  DOAN, GERARD 41.00                  DORAN, JUSTIN J. 60.00</p> </td> </tr> </table>				<p><b>Special Accounts Payable - 10/21/14</b></p> <p>AT&amp;T 1,876.95                  AT&amp;T MOBILITY 72.39                  CHARLEVOIX STATE BANK 4,040.69                  DELTA DENTAL 4,693.98                  GREAT LAKES ENERGY 241.22                  METLIFE SMALL BUSINESS CENTER 770.67  <b>TOTAL 66,235.58</b></p>	<p><b>Accounts Payable - 11/04/2014</b></p> <p>CITY OF CHARLEVOIX - UTILITIES 31,537.12                  CLARK, CHELSEA 27.43                  CLEAR WATER PLUMBING &amp; HEATING 105.22                  COAST TO COAST COMPUTER 56.99                  COATES, CHERYL 107.50                  COX-FOX, JUANITA 78.78                  CUMMINS BRIDGEWAY LLC 3,357.60                  DCASSESSING SERVICES 4,371.08                  D'ARCSIA, PATTY 41.00                  DITCH WITCH SALES OF MICHIGAN 693.43                  DOAN, GERARD 41.00                  DORAN, JUSTIN J. 60.00</p>
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AIRGAS USA LLC  
 APOLLO FIRE  
 ARROW UNIFORM-TAYLOR L.L.C.  
 ARTFORM FABRICATING &  
 AV-FUEL CORPORATION  
 B & L SOUND INC  
 BCBS MEDICARE PLUS BLUE  
 BLOXSDOM ROOFING & SIDING CO.  
 CENTRAL DRUG STORE  
 CHARLEVOIX AREA  
 CHARLEVOIX DISTRICT LIBRARY  
 CHARLEVOIX TOWNSHIP

DORNBOSS SIGN INC.	111.28	NORTHERN FIRE & SAFETY INC.	325.00
DSS CORPORATION	950.00	NORTHERN MICHIGAN JANITORIAL	145.45
DTE ENERGY	3,324.51	OLESON'S FOOD STORES	175.52
EARTH ART	2,800.00	OLSON BZDOK & HOWARD	1,170.46
EJ USA INC.	287.82	OTEC	322.00
ELLIOTT, PATRICK M.	41.00	PEARSON, BETHANY	41.00
ELLSWORTH FARMERS EXCHANGE	81.40	PHYSICIANS CLINIC OF CHARLEVOIX	100.00
ETNA SUPPLY	928.76	POWER LINE SUPPLY	3,874.54
EVANS, HAL	41.00	PREFERRED WASTE 2 LLC	635.00
FASTENAL COMPANY	8.34	PREIN & NEWHOF	1,307.00
FORCE, DAVID	2.20	PRIORITY HEALTH	1,307.00
FOREMOST PROMOTIONS	279.47	PRIORITY HEALTH	361.50
GOLDING, JOYCE	41.00	RECODESK LLC	1,960.00
GORDON FOOD SERVICE	160.30	ROTARY CLUB OF CHARLEVOIX	37.50
GRAINGER	190.30	S&W HEALTHCARE CORPORATION	126.48
GREAT LAKES ELEVATOR LLC	304.29	SCHWAGER, EDWARD, JR.	276.20
GRIFFIN BEVERAGE CO	62.00	SEANEY, DOUG	2.01
GUTTER PROS	150.00	SEELEY'S PRINTING SERVICE	180.00
HANKINS, SCOTT	41.00	SMITH, MICHAEL	8.09
HEID, THOMAS J.	94.76	SOUND ENVIRONMENTS	425.50
HODGSON, RICHARD	30.00	SPENCER, MICHAEL	41.00
HOLIDAY COMPANIES	8,206.76	STATE OF MICHIGAN	588.57
INDEPENDENT DRAFTING SERVICES	1,216.00	STRAEBEL, ROBERT J.	41.00
J & B MEDICAL SUPPLY INC.	201.79	SWEN, DONALD L.	41.00
KEVINS METER TESTING	1,487.10	TEUNIS, STEVEN	41.00
KIRINOVIC, THOMAS	41.00	TRI-TURE	711.92
KLOOSTER, ALDA K.	41.00	UNITED DESIGN ASSOCIATES	6,550.00
Kmart	41.00	UP NORTH PROPERTY SERVICES LLC	2,807.00
KORTHASE FLINN	26.96	USA BLUE BOOK	371.86
KSS ENTERPRISES	12.75	VILLAGE GRAPHICS INC.	364.00
LARSON, KATHERINE	208.24	WALTERS SHARPENING SVC. INC.	72.00
MCMMASTER-CARR	5,000.00	WELLER, LINDA	72.00
MDC CONTRACTING LLC	40.68	WHITLEY, ANDREW	41.00
MICHIGAN DOWNTOWN ASSOCIATION	25,228.00	WINN, JOHN	8.47
MICHIGAN ELECTRIC	400.00	WORK & PLAY SHOP	80.00
MICHIGAN MUNICIPAL LEAGUE	15,610.00	WYMAN, MATTHEW A.	41.76
MICHIGAN RURAL WATER ASSN	13,298.00	ZIELINSKI, JOSEPH A.	41.00
MILVE MEDIA GROUP	320.00		41.00
NORTHERN CREDIT BUREAU	145.00		
	97.89	TOTAL	177,512.79

<b>Tax Disbursement - 11/04/2014</b>			
CHARLEVOIX COUNTY TREASURER	8,280.12	CHARLEVOIX PUBLIC SCHOOLS	677.06
CHARLEVOIX PUBLIC SCHOOLS	6,589.60	CITY OF CHARLEVOIX - MISC	15.29
CHARLEVOIX PUBLIC SCHOOLS	1,470.28	CITY OF CHARLEVOIX - TAXES DUE	9,466.78
CHARLEVOIX PUBLIC SCHOOLS	108.30	TOTAL	26,801.41

<b>ACH Payments - 10/20/2014 - 10/27/2014</b>			
MI Public Power Agency	16,636.85	Vantagepoint (457 ICMA Plan)	13,135.39
IRS (Payroll Tax Deposit)	32,855.18	MERS (Defined Benefit Plan)	25,686.94
Alerus Financial (HCSP)	270.00	MI Public Power Agency	9,889.28
State of MI (Withholding Tax)	4,733.30	MI Public Power Agency	269,150.92
Vantagepoint (401 ICMA Plan)	742.62	TOTAL	373,105.48

**PAYROLL: NET PAY**  
 Pay Period Ending 10/18/2014 - Paid 10/24/2014

WELLER, LINDA JO	1,278.98	UMILUIS, MATTHEW T.	1,284.33
STRAEBEL, ROBERT J.	2,271.19	HANKINS, SCOTT A.	1,490.16
GOLDING, JOYCE M.	1,053.34	ORBAN, BARBARA K.	1,219.55
DEROSA, PATRICIA E.	1,002.26	TRAEGER, JASON A.	1,117.58
LOY, EVELYN R.	1,017.15	WARNER, JANINE M.	922.53
KLOOSTER, ALIDA K.	1,404.08	EVANS, JR, HALBERT K.	1,166.43
BROWN, STEPHANIE C.	1,067.74	LEE, LOREN G.	133.61
SPENCER, MICHAEL D.	1,296.68	FLICKEMA, ANDREW M.	700.17
SPENCLEY, PATRICIA L.	1,019.56	BINGHAM, LARRY E.	579.07
PANOFF, ZACHARY R.	1,248.39	SCHWARTZ/SHER, JOSEPH L.	1,366.30
PEARSON, BETHANY S.	1,735.63	ROLOFF, ROBERT P.	2,118.34
ZIELINSKI, JOSEPH A.	1,758.02	BRODIN, WILLIAM C.	1,258.20
DOAN, GERARD P.	1,171.13	RILEY, DENISE M.	494.89
SHRIFT, PETER R.	1,033.99	TEUNIS, STEVEN L.	1,701.00
SCHLAPPEL, JAMES L.		WURST, RANDALL W.	1,362.78

MAVER, SHELLEY L.	1,503.46	SCHRADER, LOU ANN	468.94
HILLING, NICHOLAS A.	1,252.82	SCHWAGER, EDWARD J.	967.93
MEIER III, CHARLES A.	1,220.07	FUNKY, CRAIG R.	48.48
ZACHARIAS, STEVEN B.	1,135.42	RILEY, TIMOTHY C.	52.86
NISWANDER, JOSEPH F.	1,282.32	RILEY, CASEY W.	311.47
FRYE, EDWARD J.	922.44	HUNTER, DESMOND J.	26.42
JONES, TERRIL	960.01	THORMAN, MIKAYLA R.	174.91
EATON, BRAD A.	1,858.69	JONES, LARRY M.	569.78
WILSON, TIMOTHY J.	1,285.73	OCHS, THOMAS F.	55.41
LAVOIE, RICHARD L.	710.13	TRAVERS, MANUEL J.	229.91
STEVENS, BRANDON C.	1,514.48	COLLINS, CHAD M.	428.67
DRAVES, MARTIN J.	1,544.96	RILEY, DANIEL A.	826.04
ELLIOTT, PATRICK M.	1,732.18	WHITLEY, ADAM	154.42
WELLS JR, DONALD E.	1,293.08	SCHOOFF, WILLIAM R.	543.12
BRADLEY, KELLY R.	1,232.44	WILKIN, AMANDA J.	95.22
WILSON, RICHARD J.	1,475.57	LALEWICZ, AMELIA	46.17
HART II, DELBERT W.	788.20	KLOOSTER, PATRICK	111.66
JONES, ROBERT F.	1,375.69	LABELLE, DAVIS B.	60.21
DORAN, JUSTIN J.	1,686.42	GREYERBIHEL, KELLY M.	390.81
MANKER JR, DAVID W.	483.84	SWEM, DONALD L.	1,667.40
MANKER SR, DAVID W.	575.80	WHITLEY, ANDREW T.	1,885.07
NEUMANN, DANA L.	525.96	MORRISON, KEVIN P.	1,176.09
BECKER, MICHAEL S.	644.87	HODGE, MICHAEL J.	1,093.83
NICHOLS, RUSSELL N.	289.81	JOHNSON, STEVEN P.	1,003.63
HAWKINS, JAMES S.	387.26	BISHAW, JAMES H.	491.21
MCGHEE, ROBERT R.	928.39	CURTIS, DENNIS E.	844.03
STANTS, JACOB W.	209.67	BOOTHIE, STEVEN A.	39.24
BLOOMER, GABRIELLE J.	472.22	DAVIS, RONALD L.	8.94
KIRINOVIC, THOMAS F.	690.52	GILL, DAVID R.	864.22
HEID, THOMAS J.	1,273.19	TODD, RICHARD D.	145.29
WESCOTT, DENNIS M.	231.84	STEVENS, JEFFREY W.	378.97
GRUNCH, RONALD J.	45.62	ROLOFF, AUDREY M.	790.77
RYPSTRA III, BART	40.03	MATTER, DAWSON K.	740.12
MACLEOD, SAMUEL R.	239.36	BRODIN, DORETTA M.	34.35
VANLUO, JOSEPH G.	541.77	MORGANEY, RUSSELL R.	39.65
TABER, HOLLY S.	461.16	SCOTT JR, WINFIELD	13.21
WYMAN, MATTHEW A.	1,419.69	KITELEY, FISHER L.	28.42
DRAVES, MICHAEL J.	509.61	TOTAL:	86,962.45

**PAYROLL: TRANSMITTAL**  
 10/24/2014

AMERICAN FAMILY LIFE	182.40	COMMUNICATION WORKERS OF AMER	531.24
AMERICAN FAMILY LIFE	289.37	MI STATE DISBURSEMENT UNIT	401.83
BAY WINDS FEDERAL CREDIT UNION	198.46	NORTHWESTERN BANK	150.00
CHAR EM UNITED WAY	70.50	PRIORITY HEALTH	1,819.54
CHARLEVOIX STATE BANK	1,171.16	TOTAL:	4,794.30

# CITY COUNCIL MEETING NOVEMBER 17, 2014

## Summary of Attached Check Registers & ACH Payments

### FIRSTMERIT BANK - CHECKS ISSUED

11/07/14 Payroll	\$ 78,317.06
11/07/14 Payroll Transmittal Checks	\$ 5,140.74
11/18/14 Regular Accounts Payable	\$ 103,311.35
	<u>Checks Sub-Total: \$ 186,769.15</u>

### FIRSTMERIT BANK - ACH PAYMENTS

10/31/14 MI Public Power Agency	\$ 18,226.09
11/06/14 Payment Service Network	\$ 229.25
11/07/14 IRS (Payroll Tax Deposit)	\$ 30,204.82
11/07/14 Alerus Financial (HCSP)	\$ 270.00
11/07/14 State of MI (Withholding Tax)	\$ 4,308.01
11/07/14 Vantagepoint (401 ICMA Plan)	\$ 742.62
11/07/14 Vantagepoint (457 ICMA Plan)	\$ 13,011.30
11/10/14 MI Public Power Agency	\$ 12,788.83
11/10/14 State of MI (Sales Tax)	\$ 20,050.83
	<u>ACH Sub-Total: \$ 99,830.75</u>
	<u>First Merit Bank Total: \$ 286,599.90</u>

### CHARLEVOIX STATE BANK - CHECKS ISSUED

(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)

11/18/14 Tax Disbursement	\$ 33,865.80
Charlevoix State Bank Total:	\$ 33,865.80
	<u>Grand Total: \$ 320,465.70</u>

APPROVED:

  
CITY MANAGER

POSITION VACANT  
CITY TREASURER

  
CITY CLERK

Report Dates: 10/19/2014-11/11/2014

Nov 03, 2014 08:12PM

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
11/01/2014	PC	11/07/2014	18633	WELLER, LINDA JO	101		1,315.53
11/01/2014	PC	11/07/2014	18634	STRAEBEL, ROBERT J.	102		2,569.74
11/01/2014	PC	11/07/2014	18635	GOLDING, JOYCE M.	106		1,053.34
11/01/2014	PC	11/07/2014	18636	DEROSIA, PATRICIA E.	107		812.39
11/01/2014	PC	11/07/2014	18637	LOY, EVELYN R.	117		1,017.15
11/01/2014	PC	11/07/2014	18638	KLOOSTER, ALIDA K.	121		1,659.93
11/01/2014	PC	11/07/2014	18639	BROWN, STEPHANIE C.	126		1,092.40
11/01/2014	PC	11/07/2014	18640	SPENCER, MICHAEL D.	132		1,524.76
11/01/2014	PC	11/07/2014	18641	SPENCLEY, PATRICIA L.	136		1,014.64
11/01/2014	PC	11/07/2014	18642	PANOFF, ZACHARY R.	141		743.98
11/01/2014	PC	11/07/2014	18643	MILLER, FAITH G.	142		40.86
11/01/2014	PC	11/07/2014	18644	PEARSON, BETHANY S.	143		1,248.39
11/01/2014	PC	11/07/2014	18645	ZIELINSKI, JOSEPH A.	144		1,735.63
11/01/2014	PC	11/07/2014	18646	DOAN, GERARD P.	201		1,758.02
11/01/2014	PC	11/07/2014	18647	SHRIFF, PETER R.	203		1,136.68
11/01/2014	PC	11/07/2014	18648	SCHLAPPI, JAMES L.	204		955.41
11/01/2014	PC	11/07/2014	18649	UMULIS, MATTHEW T.	205		1,174.89
11/01/2014	PC	11/07/2014	18650	HANKINS, SCOTT A.	206		1,187.21
11/01/2014	PC	11/07/2014	18651	ORBAN, BARBARA K.	209		1,079.80
11/01/2014	PC	11/07/2014	18652	TRAEGER, JASON A.	210		1,201.28
11/01/2014	PC	11/07/2014	18653	WARNER, JANINE M.	213		440.20
11/01/2014	PC	11/07/2014	18654	FLICKEMA, ANDREW M.	222		885.49
11/01/2014	PC	11/07/2014	18655	SCHWARTZFISHER, JOS	303		1,491.32
11/01/2014	PC	11/07/2014	18656	ROLOFF, ROBERT P.	304		1,674.42
11/01/2014	PC	11/07/2014	18657	BRODIN, WILLIAM C.	305		490.97
11/01/2014	PC	11/07/2014	18658	RILEY, DENISE M.	306		1,701.00
11/01/2014	PC	11/07/2014	18659	TEUNIS, STEVEN L.	402		1,178.72
11/01/2014	PC	11/07/2014	18660	WURST, RANDALL W.	411		1,214.68
11/01/2014	PC	11/07/2014	18661	MAYER, SHELELY L.	412		1,253.31
11/01/2014	PC	11/07/2014	18662	HILLING, NICHOLAS A.	413		1,913.98
11/01/2014	PC	11/07/2014	18663	MEIER III, CHARLES A.	421		1,270.69
11/01/2014	PC	11/07/2014	18664	ZACHARIAS, STEVEN B.	422		1,447.22
11/01/2014	PC	11/07/2014	18665	NISWANDER, JOSEPH F.	504		922.44
11/01/2014	PC	11/07/2014	18666	FRYE, EDWARD J.	508		815.75
11/01/2014	PC	11/07/2014	18667	JONES, TERRI L.	511		1,663.21
11/01/2014	PC	11/07/2014	18668	EATON, BRAD A.	515		2,135.82
11/01/2014	PC	11/07/2014	18669	WILSON, TIMOTHY J.	516		1,295.78
11/01/2014	PC	11/07/2014	18670	LAVOIE, RICHARD L.	519		1,150.19
11/01/2014	PC	11/07/2014	18671	STEVENS, BRANDON C.	521		1,700.35
11/01/2014	PC	11/07/2014	18672	DRAVES, MARTIN J.	523		1,732.18
11/01/2014	PC	11/07/2014	18673	ELLIOTT, PATRICK M.	600		1,481.13
11/01/2014	PC	11/07/2014	18674	WELLS JR., DONALD E.	609		1,375.52
11/01/2014	PC	11/07/2014	18675	BRADLEY, KELLY R.	614		1,128.15
11/01/2014	PC	11/07/2014	18676	WILSON, RICHARD J.	615		679.16
11/01/2014	PC	11/07/2014	18677	HART II, DELBERT W.	616		1,086.76
11/01/2014	PC	11/07/2014	18678	JONES, ROBERT F.	618		1,317.60
11/01/2014	PC	11/07/2014	18679	DORAN, JUSTIN J.	621		445.74
11/01/2014	PC	11/07/2014	18680	MANKER JR, DAVID W.	638		700.76
11/01/2014	PC	11/07/2014	18681	MANKER SR, DAVID W.	639		468.48
11/01/2014	PC	11/07/2014	18682	NEUMANN, DANA L.	640		553.59
11/01/2014	PC	11/07/2014	18683	BECKER, MICHAEL S.	641		451.49
11/01/2014	PC	11/07/2014	18684	NICHOLS, RUSSELL N.	661		334.45
11/01/2014	PC	11/07/2014	18685	HAWKINS, JAMES S.	662		987.07
11/01/2014	PC	11/07/2014	18686	MCGHEE, ROBERT R.	663		491.31
11/01/2014	PC	11/07/2014	18687	BLOOMER, GABRIELLE J.	665		705.87
11/01/2014	PC	11/07/2014	18688	KIRINOVIC, THOMAS F.	700		130.49
11/01/2014	PC	11/07/2014	18689	FORRESTER, KATHERIN	704		

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
11/01/2014	PC	11/07/2014	18690	HEID, THOMAS J	802		1,273.19
11/01/2014	PC	11/07/2014	18691	WESCOTT, DENNIS M.	828		86.27
11/01/2014	PC	11/07/2014	18692	VANILDO, JOSEPH G.	902		572.37
11/01/2014	PC	11/07/2014	18693	TABER, HOLLY S.	924		461.16
11/01/2014	PC	11/07/2014	18694	WYMAN, MATTHEW A.	927		1,377.55
11/01/2014	PC	11/07/2014	18695	DRAVES, MICHAEL J.	928		264.63
11/01/2014	PC	11/07/2014	18696	SCHRADER, LOU ANN	929		395.07
11/01/2014	PC	11/07/2014	18697	SCHWAGER, EDWARD J.	930		1,152.40
11/01/2014	PC	11/07/2014	18698	WILKIN, AMANDA J.	9992		45.87
11/01/2014	PC	11/07/2014	111597	SWEM, DONALD L.	512		1,667.39
11/01/2014	PC	11/07/2014	111598	WHITLEY, ANDREW T.	522		1,324.89
11/01/2014	PC	11/07/2014	111599	MORRISON, KEVIN P.	601		960.40
11/01/2014	PC	11/07/2014	111600	HODGE, MICHAEL J.	606		1,093.83
11/01/2014	PC	11/07/2014	111601	JOHNSON, STEVEN P.	617		1,091.75
11/01/2014	PC	11/07/2014	111602	BISHAW, JAMES H.	633		308.16
11/01/2014	PC	11/07/2014	111603	CURTIS, DENNIS E.	831		849.15
11/01/2014	PC	11/07/2014	111604	GILL, DAVID R.	856		865.50
Grand Totals:							78,317.06

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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
11/01/2014	11/07/2014	111605	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST	182.40
11/01/2014	11/07/2014	111605	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	236.11
11/01/2014	11/07/2014	111606	BAY WINDS FEDERAL C	9024	HSA-EMPLOYEE CONTRIB-BAY	198.46
11/01/2014	11/07/2014	111607	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 11/1/2	88.00
11/01/2014	11/07/2014	111608	CHARLEVOIX STATE BA	9017	HSA - EMPLOYEE CONTRIB - C	1,171.16
11/01/2014	11/07/2014	111609	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	531.24
11/01/2014	11/07/2014	111610	MI STATE DISBURSEME	9012	FRIEND OF THE COURT Pay P	401.93
11/01/2014	11/07/2014	111611	NORTHWESTERN BANK	9018	HSA - EMPLOYEE CONTRIB - N	150.00
11/01/2014	11/07/2014	111612	POLICE OFFICERS LABO	9003	POL UNION DUES Pay Period: 1	382.00
11/01/2014	11/07/2014	111613	PRIORITY HEALTH	392388	PRIORITY HEALTH Pay Period:	1,819.54

Grand Totals:

10

5,140.74

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Check Number	Payee	Amount
<b>11/18/2014</b>		
111614	ACE HARDWARE	1,955.44
111615	AIRGAS USA LLC	1,112.63
111616	ALL-PHASE ELECTRIC SUPPLY CO.	985.88
111617	APOLLO FIRE EQUIPMENT	40.52
111618	ARROW UNIFORM-TAYLOR L.L.C.	1,226.27
111619	AT YOUR SERVICE PLUS INC	115.00
111620	AT&T	1,863.31
111621	AT&T LONG DISTANCE	12.20
111622	AUTO VALUE	303.67
111623	AVFUEL CORPORATION	1,483.02
111624	B & L SOUND INC	34.98
111625	BARUZZINI GENERAL CONTRACTOR	2,750.00
111626	BC/BS OF MI REFUNDS	191.95
111627	BELLEROC TIREGAYLORD	2,360.00
111628	BLARNEY CASTLE OIL CO	347.07
111629	BOB MATHERS FORD	318.00
111630	BRADFORD'S	48.75
111631	BS& A SOFTWARE	1,107.00
111632	CARQUEST OF CHARLEVOIX	1,420.30
111633	CHAMPION CHARTER	567.67
111634	CHARLEVOIX SEWER & DRAIN	125.00
111635	CHARTER COMMUNICATIONS	866.47
111636	CINTAS CORPORATION	118.51
111637	CITY OF CHARLEVOIX - MISC	47.70
111638	CNA SURETY	50.00
111639	COOK FAMILY FARMS	72.00
111640	CROSS III, JOHN H.	6,500.00
111641	DHASELEER, CARL	107.00
111642	DTE ENERGY	724.06
111643	ELLSWORTH FARMER'S EXCHANGE	181.00
111644	ETNA SUPPLY	5,173.55
111645	FAMILY FARM & HOME	231.96
111646	FARMER WHITES	65.00
111647	FARMER'S DAUGHTER	1,018.00
111648	FASTENAL COMPANY	70.71
111649	FLOTATION DOCKING SYSTEMS INC.	1,130.00
111650	FREEDOM MAILING SERVICES INC.	2,321.11
111651	GERBER HOMEMADE SWEETS	7.00
111652	GINOP SALES INC	103.68
111653	GREAT LAKES PIPE & SUPPLY	7,336.47
111654	GRP ENGINEERING INC.	5,422.39
111655	HACH COMPANY	563.52
111656	HYDRO DESIGNS INC.	515.00
111657	ICMA	870.00
111658	INDEPENDENT DRAFTING SERVICES	1,984.00
111659	INTELLIGENT PRODUCTS INC	814.65
111660	JACK DOHENY SUPPLIES INC	508.97
111661	JACKSON-HIRSH INC	97.55

Check Number	Payee	Amount
111662	JERRY'S TIRE	513.04
111663	KORTHASE FLINN	1,119.86
111664	KSS ENTERPRISES	164.02
111665	LANDSCAPE FORMS INC.	5,890.00
111666	LAVOIE, RICHARD	26.46
111667	LEESE, M. CHRIS	155.00
111668	LOTTIE'S BAGELS	74.00
111669	MDC CONTRACTING LLC	700.00
111670	MEADOWBROOK INSURANCE GROU	663.75
111671	MICHIGAN OFFICEWAYS INC	959.37
111672	MICHIGAN RECREATION & PARK	125.00
111673	NORTHERN LAKES	10.00
111674	NORTHERN MICHIGAN JANITORIAL	222.40
111675	NORTHERN MICHIGAN REVIEW INC.	573.72
111676	NORTHERN SAFETY CO INC	106.90
111677	OLESON'S FOOD STORES	114.96
111678	OTEC	205.00
111679	PEARSON, BETHANY	244.35
111680	PHYSICIANS CLINIC OF CHARLEVOIX	100.00
111681	POWER LINE SUPPLY	3,142.84
111682	PRO WEB MARKETING LLC	240.00
111683	PROVIDENCE FARM LLC	1,164.00
111684	PTM DOCUMENT SYSTEMS	208.20
111685	RAMBO, RACHEL	22.52
111686	RESIDEX LLC	145.00
111687	RIETH-RILEY CONST CO INC	1,242.00
111688	SCHMUCKAL OIL CO	406.42
111689	SECURITY SANITATION INC.	95.00
111690	SEELEY'S PRINTING SERVICE	266.44
111691	SIEGRIST, DAVID	52.00
111692	STATE OF MICHIGAN	1,227.99
111693	STRAEBEL, ROBERT J.	237.30
111694	SUPERIOR MECHANICAL	120.00
111695	SYSTEMS SPECIALISTS INC	75.00
111696	TERMINAL SUPPLY CO	94.70
111697	TRI-TURF	409.71
111698	TRUCK & TRAILER SPECIALTIES	318.30
111699	UP NORTH PROPERTY SERVICES LL	1,050.00
111700	USA BLUE BOOK	185.59
111701	WHITLEY, ANDREW	130.62
111702	WILLCOME TREE SERVICE	24,430.00
111703	WILLIAMS, GLORIA JEAN	12.00
111704	WORK & PLAY SHOP	798.93

Total 11/18/2014:

103,311.35

Grand Totals:

103,311.35

Check Issue Dates: 10/31/2014 - 10/31/2014

Oct 31, 2014 07:51AM

Check Number	Payee	Amount
<b>10/31/2014</b>		
103114001	MICHIGAN PUBLIC POWER AGENCY	18,225.09
Total 10/31/2014:		<u>18,225.09</u>
Grand Totals:		<u><u>18,225.09</u></u>

CITY OF CHARLEVOIX

Check Register - ACH Payments

Page: 1

Check Issue Dates: 11/6/2014 - 11/6/2014

Nov 06, 2014 04:50PM

Check Number	Payee	Amount
<b>11/06/2014</b>		
110614001	PAYMENT SERVICE NETWORK INC.	229.25
Total 11/06/2014:		229.25
Grand Totals:		229.25

M = Manual Check, V = Void Check

8

Check Issue Date	Check Number	Payee	Amount
<b>110714001</b>			
11/07/2014	11071400	**EFTPS* Payroll Taxes	7,499.15
11/07/2014	11071400	**EFTPS* Payroll Taxes	7,499.15
11/07/2014	11071400	**EFTPS* Payroll Taxes	1,753.79
11/07/2014	11071400	**EFTPS* Payroll Taxes	1,753.79
11/07/2014	11071400	**EFTPS* Payroll Taxes	11,698.94
Total 110714001:			30,204.82
5			
<b>110714002</b>			
11/07/2014	11071400	Alerus Financial	270.00
Total 110714002:			270.00
1			
<b>110714003</b>			
11/07/2014	11071400	STATE OF MICHIGAN	4,308.01
Total 110714003:			4,308.01
1			
<b>110714004</b>			
11/07/2014	11071400	Vantagepoint - 401 Plan 109153	742.62
Total 110714004:			742.62
1			
<b>110714005</b>			
11/07/2014	11071400	Vantagepoint - 457 Plan 300959	5,520.67
11/07/2014	11071400	Vantagepoint - 457 Plan 300959	228.53
11/07/2014	11071400	Vantagepoint - 457 Plan 300959	1,695.92
11/07/2014	11071400	Vantagepoint - 457 Plan 300959	5,566.18
Total 110714005:			13,011.30
4			
Grand Totals:			48,536.75
			12

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Check Number	Payee	Amount
<b>11/10/2014</b>		
111014001	MICHIGAN PUBLIC POWER AGENCY	12,788.83
111014002	STATE OF MICHIGAN	20,050.83
Total 11/10/2014:		<u>32,839.66</u>
Grand Totals:		<u><u>32,839.66</u></u>

Check Number	Payee	Amount
<b>11/18/2014</b>		
2437	CHARLEVOIX COUNTY TREASURER	11,359.91
2438	CHARLEVOIX PUBLIC SCHOOLS	6,395.09
2439	CHARLEVOIX PUBLIC SCHOOLS	2,017.19
2440	CHARLEVOIX PUBLIC SCHOOLS	148.60
2441	CHARLEVOIX PUBLIC SCHOOLS	928.96
2442	CITY OF CHARLEVOIX - TAXES DUE	13,016.05
Total 11/18/2014:		33,865.80
Grand Totals:		<u>33,865.80</u>

**CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT**

M = Manual Check, V = Void Check

## Joyce Golding

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**From:** Stephanie Brown  
**Sent:** Wednesday, November 12, 2014 10:24 AM  
**To:** Joyce Golding  
**Subject:** FW: Letter

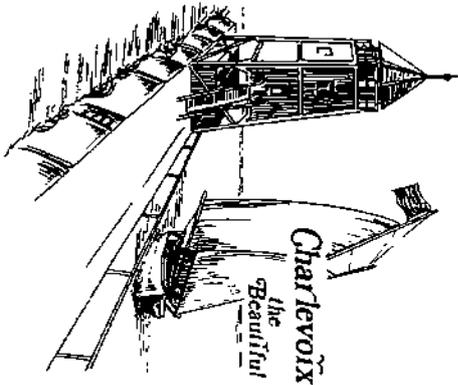
Stephanie C. Brown, CPFA, MICPT X  
Deputy Clerk/Treasurer  
City of Charlevoix  
(231) 547-3260

**From:** Arlene [mailto:[Kstaley@charter.net](mailto:Kstaley@charter.net)]  
**Sent:** Wednesday, November 12, 2014 9:47 AM  
**To:** Stephanie Brown  
**Subject:** Letter

I am sorry that I cannot continue with the Board of Review because I am physically unable to continue. I have enjoyed the years on the Board and will miss seeing all of the members on the Board.

Arlene L. Staley

 This email is free from viruses and malware because [avast!](#) Antivirus protection is active.



# CITY OF CHARLEVOIX

210 STATE ST. CHARLEVOIX, MICH. 49720

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## City of Charlevoix Certified General Election Results

November 4, 2014

### MAYOR

<b>Gabe Campbell</b>	<b>597</b>
Norman L. Carlson Jr.	534

### WARD 1 COUNCIL

Lyle Gennett	56
<b>Luther Kurtz</b>	<b>250</b>
Mary Eveleigh	118

### WARD 2 COUNCIL

Peggy Brennan	127
<b>Bill Supermaw</b>	<b>168</b>

### WARD 3 COUNCIL

Shane Cole	280
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**CHARLEVOIX CITY COUNCIL**  
**AGENDA ITEM**

**AGENDA ITEM TITLE:** Organizational Meeting

**DATE:** November 17, 2014

**PRESENTED BY:** Joyce Golding, City Clerk

**ATTACHMENTS:** Rules of Procedure for City Council  
Board of Review Vacancies

**BACKGROUND INFORMATION:** Section 2.15 of the City Charter requires that Council hold an organizational meeting at the first meeting of the Council after the November General Election. The meeting shall be held for the purpose of organization at the usual place for holding meetings of the legislative body of the City. Council is asked to consider the following items:

- A. Deputy Mayor -- Section 2.9 of the City Charter requires that the Council shall elect one of its members to serve as Deputy Mayor at the organizational meeting of the Council. The Deputy Mayor shall serve until the next organizational meeting of the Council or until a successor takes office. Councilmember Gennett served as Deputy Mayor. Council needs to select a new Deputy Mayor.
- B. Meeting time -- The regular meetings of the Council shall be held at least twice each month. These meetings shall be held at the City Hall unless otherwise provided. The *Rules of Procedure for City Council*, Rule 1c sets the meetings as the first and third Mondays of the month at 7:00 p.m., unless Monday is a legal holiday, at which point the meeting moves to the following Tuesday at 7:00 p.m. The City Charter allows the Council to set the day and time of its meetings. If Council would like to change its meeting dates and times, a resolution would need to be drafted to amend the Rules of Procedure. Any change would not take place until January 2015, but a decision needs to be made now in order for the Clerk to meet required posting and advertising deadlines for the coming year.
- C. Board of Review - The Board of Review is scheduled to meet on December 9th. Former Councilmember Lyle Gennett was on the Board. Attached is a memo for Council's review. If Council wishes, this item can be tabled until its December 1st meeting.

**RECOMMENDATION:**

- A. Council to set the dates and time for its 2015 meetings. If Council decides it does not wish to meet on the 1st and 3rd Mondays of the month, Council will have to revise its Rules of Procedure resolution.
- B. Motion to appoint a Councilmember as Deputy Mayor.
- C. Motion to appoint a Councilmember to serve on the Board of Review, if appropriate.

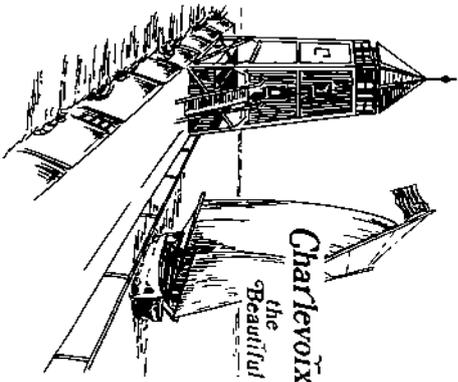
**RESOLUTION**

Title: Resolution adopting revised standing rules of procedure for the City Council of the City of Charlevoix as permitted by Section 2.15 f. of the City Charter

On September 16, 1996, Council Member Reid introduced this Resolution; supported by Council Member Meggison; the motion was tabled. On October 7, 1996, on proper motion by Council Member Reid, duly supported by Council Member Cross; this Resolution carried with the affirmative votes of Members Reid, Cross, Meggison and Timms. A stipulation was subsequently added to Rule 3.(e) and the amended Rules were ratified on November 4, 1996 by unanimous vote of Council.

Rule 1: THE CITY COUNCIL:

- c. The Council shall meet on the first and third Mondays in the City Council Room. When such Monday is a holiday effective upon City Staff, the Council shall meet on the Tuesday next following. The City Clerk shall cause a public notice to appear in a newspaper of general circulation within the City notifying the public of the time and place of such Tuesday meeting of the Council, not less than three (3) days prior to such meeting. All regular meetings of the Council shall convene at 7:00 p.m. except as otherwise specified in the City Charter (as of 1996, it does specify that the first meeting of each calendar year shall convene at 8:00 p.m.).



## CITY OF CHARLEVOIX

210 STATE ST. CHARLEVOIX, MICH. 49720

DATE: November 11, 2014  
TO: Mayor and City Council  
FROM: Joyce Golding, Clerk  
SUBJECT: Board of Review Vacancies

The Board of Review is comprised of two Councilmembers (one year term) and three additional members (three year term). The appointments are made by Council.

Please be advised that there are three positions that need filling:

1. Immediate Councilmember vacancy created by the departure of Lyle Gennett.
2. Councilmember vacancy effective December 31, 2014 for Leon Perron's seat. Leon may be reappointed if desired.
3. Immediate Member vacancy created by Arlene Staley's resignation.

The next Board of Review meeting is scheduled for Tuesday, December 9, 2014. With this in mind, the very latest date to appoint and approve three new members is at the December 1<sup>st</sup> Council meeting.

Respectfully,

A handwritten signature in black ink, appearing to read 'Joyce Golding', written in a cursive style.

## CHARLEVOIX CITY COUNCIL

### AGENDA ITEM

**AGENDA ITEM TITLE:** Consideration of Grant Request for South Pier Lighthouse

**DATE:** November 17, 2014

**PRESENTED BY:** Denise Fate, Charlevoix Historical Society President  
Mike Bergeon, Lighthouse Chair

- ATTACHMENTS:**
- (1) Letter from the Charlevoix Historical Society
  - (2) Letter from Smay Trombley Architecture dated September 14, 2014 - with photos
  - (3) 2011 Lighthouse Restoration and Maintenance Contract
  - (4) Charlevoix Historical Society South Pier Planning Grant Application Resolution
  - (5) Charlevoix Historical Society South Pier Renovation Grant Application Resolution

**BACKGROUND INFORMATION:**

The Charlevoix Historical Society is seeking the City's support to apply for a grant from the State of Michigan's State Historic Preservation Office (SHPO) to repaint the lighthouse. The grant funds will not be available until the Fall of 2016 or Spring of 2017.

The US Department of the Interior required us to restore the lighthouse to its period of significance in order to qualify for grant funds to restore the lighthouse. Mike Bergeon will be available to answer Council's questions on this issue.

The Charlevoix Historical Society earns funds for the lighthouse projects from lighthouse donations and its sale of a variety of lighthouse merchandise and apparel including polo shirts, hats and blankets.

We are proposing that the City's contact for the project will be City Manager Robert Straebel.

**RECOMMENDATION:**

Council designate City Manager Robert Straebel as the City's project contact person. Also, that Council adopt the attached resolutions for a planning and rehabilitation grant for the south pier lighthouse.



# CHARLEVOIX HISTORICAL SOCIETY

*Bridging our past with our future*

November 10, 2014

To: Rob Straebel, City Manager

From: Denise Fate and Mike Bergeon

Re: Proposal for South Pier Lighthouse Grant: Repainting Red Exterior

(refer to memo from Michelle Smay, Architect)

The South Pier Lighthouse exterior was repainted its historic red color as part of the restoration of the lighthouse in summer, 2009. Although the paint surface is holding up fine, the pigment is fading. There is grant money available from the State Historic Preservation Office (SHPO) from the Michigan Lighthouse Assistance Program and we have confirmed that a project to repaint the red exterior of our lighthouse will be eligible for grant money, with a match from the Charlevoix Historical Society.

If we are successful in obtaining the grant money from our November 2014 application, the painting would actually occur most likely in Fall of 2016 or Spring of 2017.

To complete the application, we require two resolutions from the City (drafts attached). Part of the resolution for the rehabilitation grant is a commitment on the part of the city to file an historic preservation easement, which the Michigan State Housing Development Authority would prepare. This easement is for maintenance of and public access to the lighthouse structure (see document attached). Because this new requirement is not fully resolved implemented, the requirement might be waived, as was done with the last grant, however, they require a resolution with this commitment.

The interior of the lighthouse also needs some repair work from the previous restoration project, however, it can be deferred. It is recommended by the architect to put rust inhibitor on the affected spots. She has indicated that the metal will not further deteriorate until the repair is done.

Denise Fate, President  
Charlevoix Historical Society

Mike Bergeon  
Lighthouse Chair



**SMAY TROMBLEY**  
**ARCHITECTURE**

MICHELLE@SMAYTROMBLEY.COM | SMAYTROMBLEY.COM | TEL: 734.904.9790

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Date: September 14, 2014

To: Mary Adams, Michael Bergeon, Denise Fate  
Charlevoix Historical Society

Subject: Charlevoix South Pier Lighthouse  
Exterior Paint Fading

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This memo summarizes the current status of resolving the fading red paint at the Charlevoix South Pier Lighthouse. The following people met at the lighthouse on August 11, 2014 to review the existing conditions and discuss the next steps for resolution:

Mary Adams, Charlevoix Historical Society  
Mike Bergeon, Charlevoix Historical Society  
Bob Ziman, Mihm Enterprises, Inc.  
Rick Gallenberger, Sherwin-Williams Great Lakes Regional Marine Rep.  
Steve Seebohm, Paint and Finishes Consultant  
Michelle Smay, Smay Trombley Architecture

Visual Inspection and Background

The exterior of the lighthouse was painted in June-July 2009. The topcoats (red and black) paint are Sherwin-Williams Seaguard 6000 Marine Epoxy and Two-Part, Hi-Solids Polyurethane. For the red, we specified, "to match red paint that is present below current white finish paint." The Charlevoix Historical Society purchased the paint directly from Sherwin-Williams and provided the paint to Mihm Enterprises, Inc. for application. It is my understanding that a representative from Sherwin-Williams assisted the Historical Society with the color match.

There does not appear to be noticeable loss of sheen or color of the black paint. The red paint experienced sheen and color loss within the first year (photos 1 and 2), and has continued to fade. On site review during the summer of 2013 revealed that locations on the structure that aren't in direct sunlight, such as inside face of leg angles and underside of the structure, are also fading. Visual inspection this August revealed that areas that were repainted with the same paint in early summer 2013 have not (yet) experienced the same fading (photos 3 and 4).

Everyone in attendance on August 11<sup>th</sup> agreed that there is significant color fading of the red paint. Rick Gallenberger suggested that application of Sherwin-Williams Waterbased (WB) Acrolon 100 Urethane would provide better color retention and he gave me product literature on this paint.

Rick also showed us color samples of the two federal colors that the US Coast Guard currently uses for Aids to Navigation: Federal Standard 595 Color FS 11105 and Color FS 11350. Mary Adams and Michael Bergeon indicated that the Charlevoix Historical Society would like to use FS 11105 when the exterior of the lighthouse is repainted.

#### Analysis

Based on my research and discussions with Steve Seebohm and paint manufacturer representatives, it is my understanding that it is difficult to achieve a high level of lightfastness with many red pigments.

The lightfastness, also referred to as permanence, of a pigment is its resistance to change with exposure to light. This depends on the chemical nature of the pigment, its concentration, and the medium (type of paint) in which it is employed — oil, water, acrylic, epoxy, urethane, etc. Lead-based paints (although currently prohibited due to hazardous environmental qualities) foster high color permanence of pigments, while epoxy-based paints offer very low. Water, oil and urethane based paints provide varying levels of color retention. The independent American Society for Testing and Materials Standard (ASTM) has established ratings for permanence/lightfastness of pigments used in paints. My research indicates that these ratings apply mainly to artist's paints and were tested based on indoor environments such as daylight through windows and artificial lighting. Paints that contain dyes rather than pigment to provide their color have very poor color retention in exterior applications.

#### Next Steps

To enable me to make an appropriate recommendation for a red paint to be applied to the exterior of the lighthouse, I am going to undertake the following:

- Additional research to determine if there is a national standard for lightfastness/permanence of pigments in exterior paint applications.
- Additional research and discussions with paint manufacturers to determine what standards are currently used for quantifying color retention in exterior paints.
- Follow-up with Rick Gallenberger / Sherwin-Williams to confirm:
  - Compatibility of applying the WB Acrolon 100 over the existing urethane paint.
  - Preparation requirements (such as sanding) for application the WB Acrolon 100 over the existing urethane paint.
  - Verification that WB Acrolon 100 is pigment-based (and not dye-based).
- Product data / testing results of the color retention rating/life expectancy of the WB Acrolon 100 in the FS 11105 red color.
- Other product options Sherwin-Williams recommends for long color retention in color FS 11105.
- Sherwin-Williams' commitment to provide paint at no cost to repaint the exterior of the lighthouse.

- Research color retention expectancy of re-applying a high-solids urethane (such as the Sherwin-Williams Two-Part, Hi-Solids Polyurethane we applied before) with a coat of clear urethane over it. (Looking through the Acrolon product data, it states that in an independent study, color retention was comparable to that of a urethane with a clear coat applied.)
- Research to determine if there are other pigment-based paint coatings that can be tinted to FS 11105, have a high level of color retention, and can be applied over the existing paint.
- Investigate if the AWLGRIP or IMRON marine paints that Mike sent me may be appropriate. My initial review of IMRON indicates two potential products:
  - Awlgrip Topcoat is a polyester-based coating that the company says has "long-lasting gloss and color retention." I need to follow-up on the compatibility and preparation requirements of applying this over the existing paint.
  - Awlgrip HS Topcoat is a high-solids, high-gloss polyurethane that sounds quite similar to the SW polyurethane that we applied in 2009.
  - Looking at their color chart (<http://www.awlgrip.com/support-and-advice/color-cards.aspx#>), I think you would want the "Rochelle Red," which appears to be the brightest red they offer. However, looking at the color chart, I wonder if this red fades easily, since they also have a color called "Sunfast Red" which looks like the current color of the lighthouse. This makes me question if this more burgundy color is more stable when exposed to direct sunlight.

SEPTEMBER 14, 2014

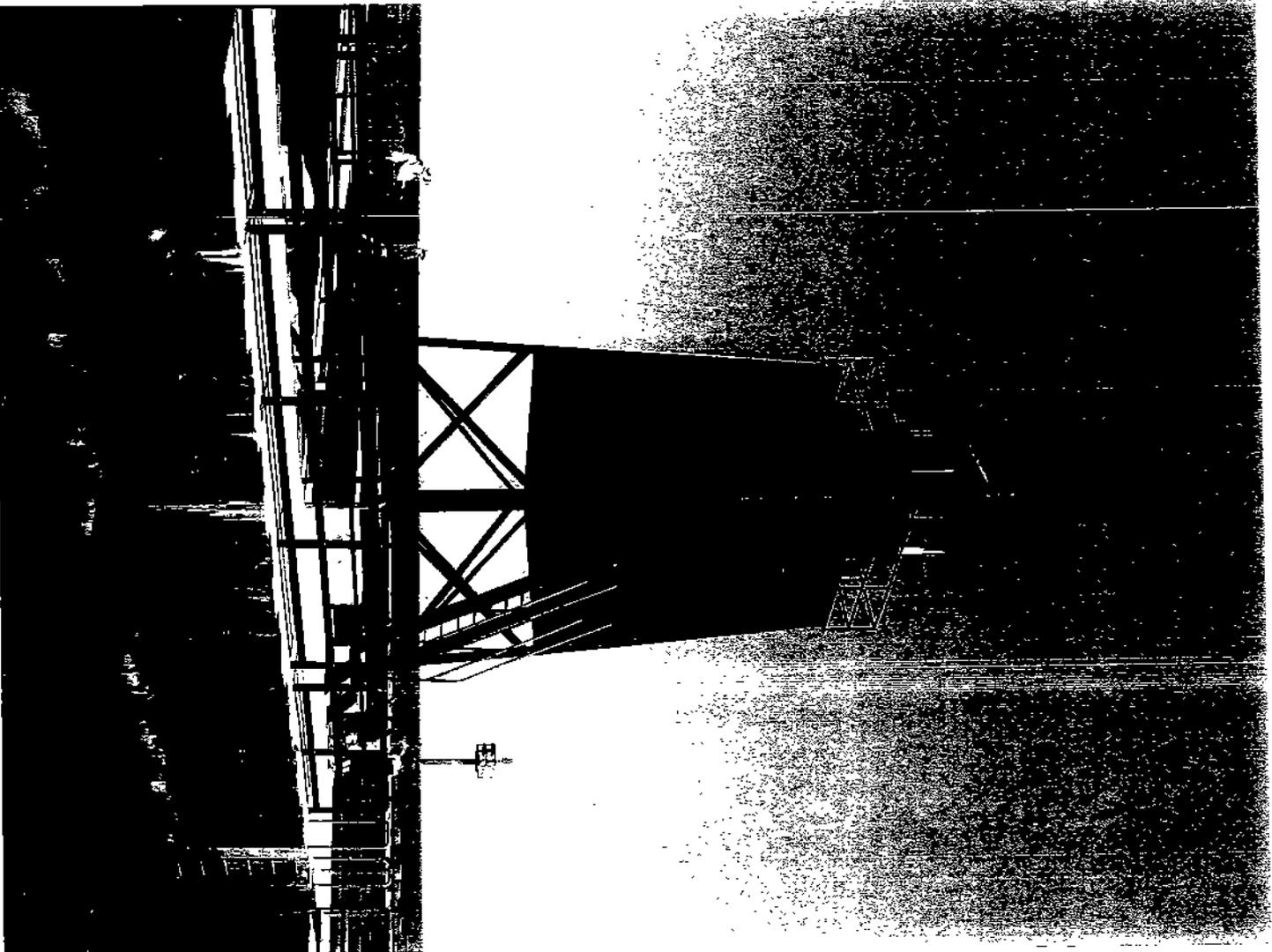


Photo 1 – Exterior of lighthouse after painting, summer 2009.

SEPTEMBER 14, 2014

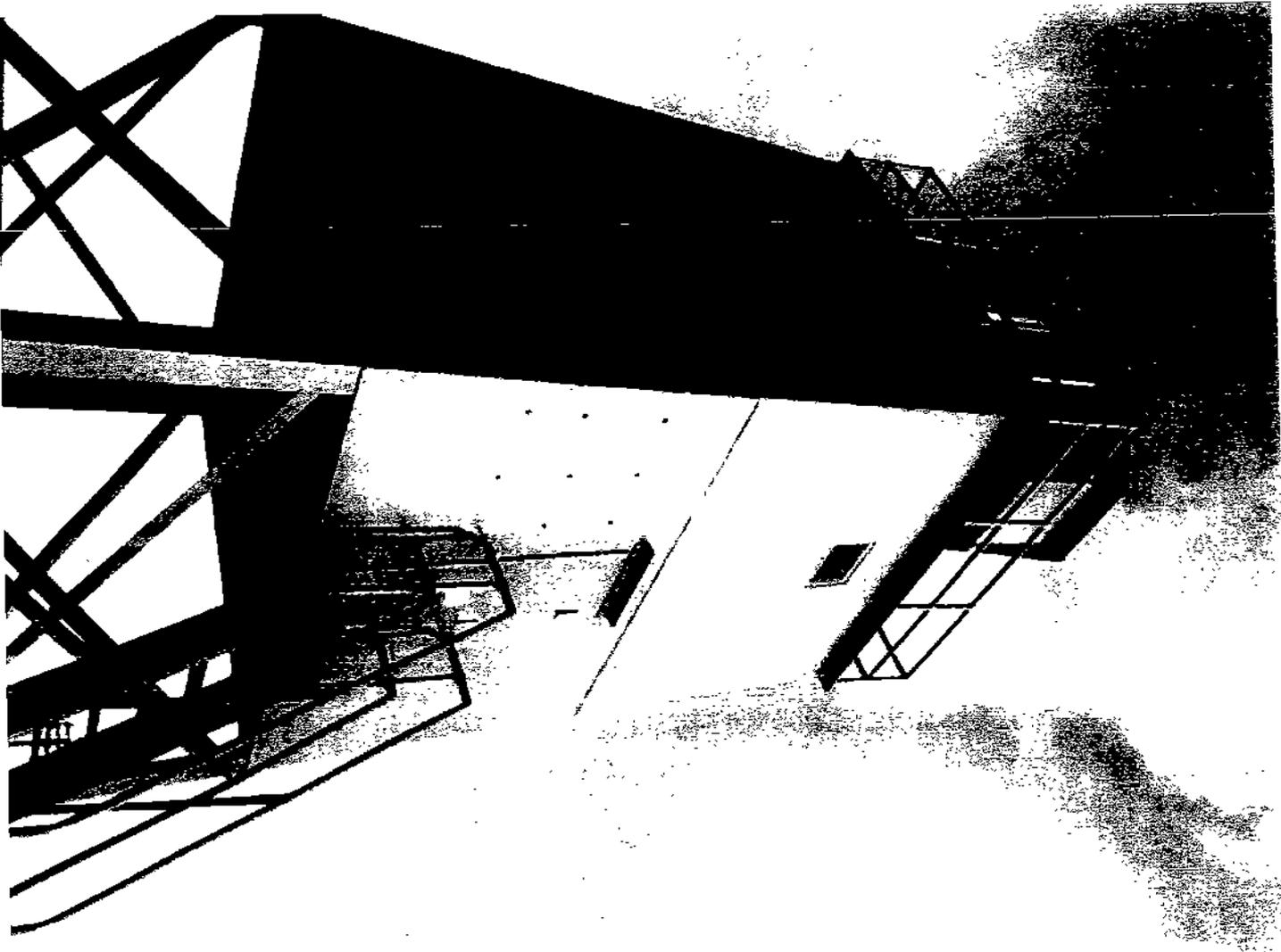


Photo 2 - Exterior of lighthouse, spring 2011.

SEPTEMBER 14, 2014

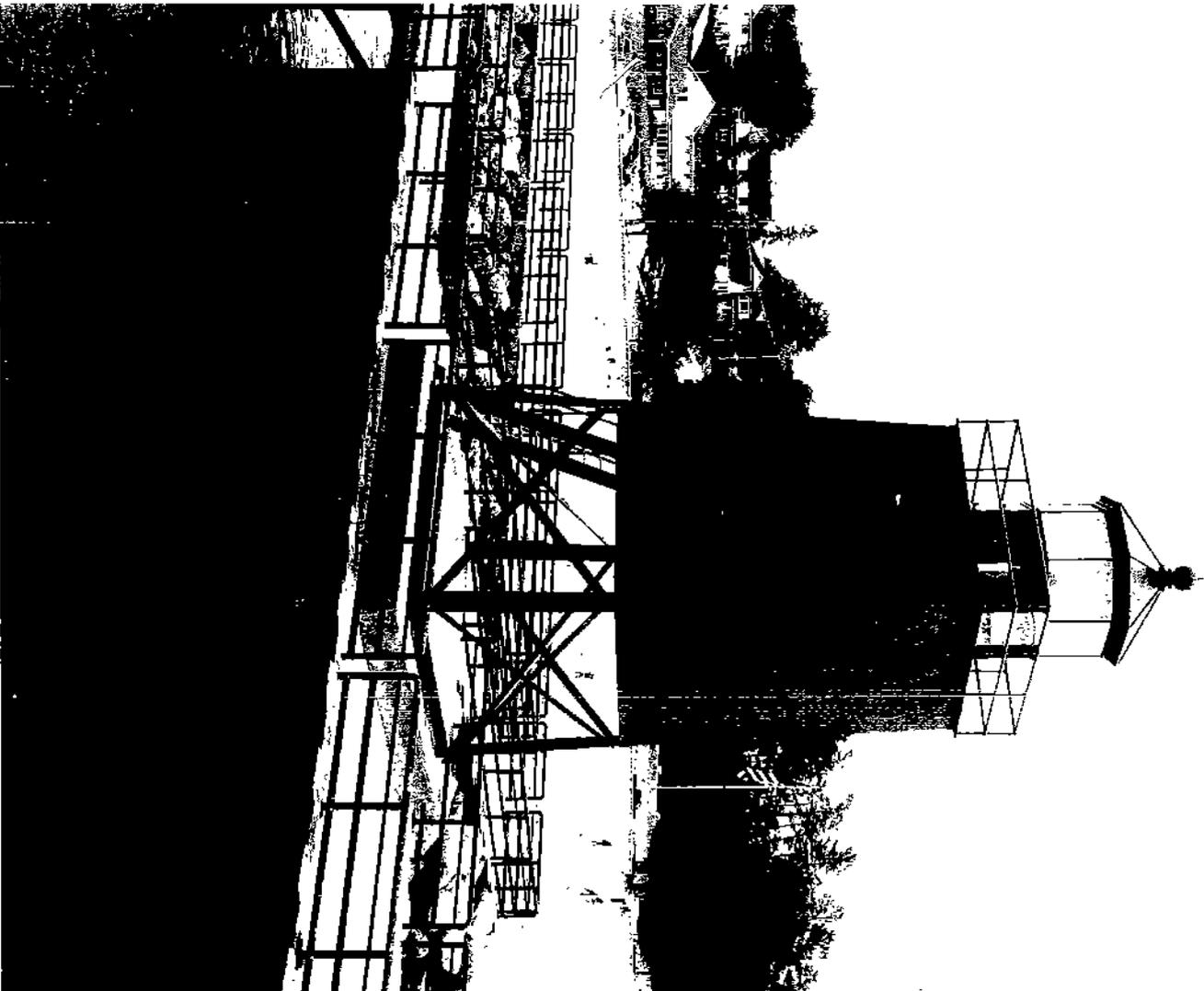


Photo 3 - Exterior of lighthouse, August 2014. Darker red area on west elevation is an infill steel plate installed and painted during summer 2013.

SEPTEMBER 14, 2014

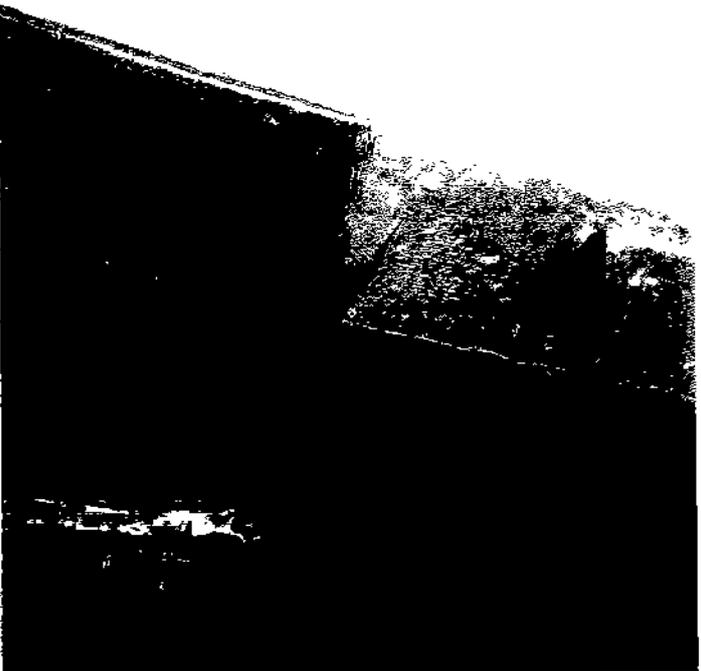


Photo 4 – Detail of entry stair, August 2014. Darker red area was repainted during summer 2013.

## LIGHTHOUSE RESTORATION AND MAINTENANCE CONTRACT

### BACKGROUND

The City of Charlevoix (the City) owns the property known as the Coast Guard Lighthouse (Lighthouse) pursuant to a deed from the United States of America to the City that is dated June 10, 2008 and recorded in Liber 0853, Page 0540, Charlevoix County Register of Deeds records. The deed imposes various obligations on the City such as, but not limited to Historic Preservation and Restrictions On Use. The Charlevoix Historical Society (the Historical Society) is a non-profit corporation which has as one of its goals the preservation of local historical sites such as the Lighthouse. The Historical Society desires to cooperate with the City regarding restoration and maintenance of the lighthouse and in the implementation of the various duties imposed on the City by the deed. This contract describes the rights and obligations of the City and the Historical Society.

### AGREEMENTS

The parties agree as follows:

1. Duties of the Historical Society. The Historical Society shall:
  - A. Seek grants, contributions and other funding methods for the restoration, maintenance and preservation of the Lighthouse;
  - B. Assist the City in complying with those duties imposed on the City by the deed that relate to the physical condition and use of the lighthouse;
  - C. Insure that all of its activities involving the Lighthouse are in compliance with all conditions or requirements imposed on the City by the deed. The Historical Society shall also comply with the Local Historic District Act, MCL 399.201 *et seq.*, if applicable;
  - D. Perform other activities relating to the Lighthouse as shall be requested by the City and which are consistent with the purposes of the Historical Society; and
  - E. Not commence any alteration, improvement, repair or maintenance to the Lighthouse without the prior written consent of the City.
2. Duties of the City. The City shall:
  - A. Cooperate with the Historical Society in applying for any grant sought by the Historical Society related to the Lighthouse; and
  - B. Not unreasonably withhold any consent required by this contract.

3. Term. This contract shall continue until such time as it is terminated as provided below.
4. Termination. This contract may be terminated with or without cause on 90 days written notice to the other party.

In acknowledgment of this agreement the representatives of the parties have executed this document as shown below. This contract shall become effective when it has been executed by both parties.

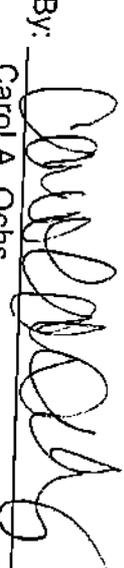
CITY OF CHARLEVOIX

Date: \_\_\_\_\_

By:   
Norman L. Carlson, Jr.

Its: Mayor

Date: 5/2/11

By:   
Carol A. Ochs

Its: Clerk

CHARLEVOIX HISTORICAL SOCIETY,  
a non-profit corporation

Date: 5/3/11

By:   
Mona Bergeon

Its: President

Date: 5/3/11

By:   
Kay Heise

Its: Secretary

**CITY OF CHARLEVOIX**  
**RESOLUTION NO. 2014-11-XX**  
**CHARLEVOIX HISTORICAL SOCIETY SOUTH PIER LIGHTHOUSE PLANNING GRANT APPLICATION**

**WHEREAS,** the Charlevoix Historical Society has entered into an agreement with the City of Charlevoix to restore, maintain and preserve the Charlevoix South Pier Lighthouse; and

**WHEREAS,** the Charlevoix Historical Society will file an application to the Michigan State Housing Development Authority, State Historic Preservation Office (SHPO) for the Michigan Lighthouse Assistance Program (MLAP) in the amount of \$3,600.00 for a planning grant for architectural services to support a project for Repairing the Red Exterior of the Charlevoix South Pier Lighthouse; and

**WHEREAS,** the Charlevoix Historical Society shall provide the matching funds totaling \$1,800.00, for a total project cost of \$5,400.00. The source of the matching funds shall be the Charlevoix Historical Society; and

**WHEREAS,** Denise Fate, Present of the Charlevoix Historical Society ([fate.denise@gmail.com](mailto:fate.denise@gmail.com)) will oversee the MLAP grant management and grant administration duties; and

**WHEREAS,** the Charlevoix Historical Society will receive and pay vendor invoices related to the grant project; and

**WHEREAS,** the Charlevoix Historical Society acknowledges that the Michigan Lighthouse Assistance Program (MLAP) is an expense reimbursement program. The Charlevoix Historical Society authorizes expenditures in the amount of \$5,400.00 for the project work with the knowledge that eligible expenditures up to the approved grant amount will be reimbursed to the Charlevoix Historical Society upon SHPO acceptance of final project work. SHPO acceptance of the final completion report, SHPO audit and acceptance of financial documentation for eligible costs.

**NOW THEREFORE BE IT RESOLVED,** that the City of Charlevoix as owner of the south Pier Lighthouse supports the Charlevoix Historical Society in the application for a Planning grant dated November 21, 2014 and designates City Manager Robert Straebel as the City's project contact ([imgur@cityofcharlevoix.org](mailto:imgur@cityofcharlevoix.org)).

RESOLVED this 17th day of November, A.D. 2014.

Resolution was adopted by the following yea and nay vote:

Yeas:  
Nays:  
Absent:

**CITY OF CHARLEVOIX**  
**RESOLUTION NO. 2014-11-XX**  
**CHARLEVOIX HISTORICAL SOCIETY SOUTH PIER LIGHTHOUSE REHABILITATION GRANT APPLICATION**

**WHEREAS,** the Charlevoix Historical Society has entered into an agreement with the City of Charlevoix to restore, maintain and preserve the Charlevoix South Pier Lighthouse; and

**WHEREAS,** the Charlevoix Historical Society will file an application to the Michigan State Housing Development Authority, State Historic Preservation Office (SHPO) for the Michigan Lighthouse Assistance Program (MLAP) in the amount of \$12,700.00 for a Rehabilitation grant for the Repainting the Red Exterior of the Charlevoix South Pier Lighthouse; and

**WHEREAS,** the Charlevoix Historical Society shall provide the matching funds totaling \$6,350.00 (which includes the value of the paint to be supplied by Sherwin-Williams) for a total project cost of \$19,050.00. The source of the matching funds shall be the Charlevoix Historical Society and Sherwin-Williams paint company; and

**WHEREAS,** Denise Fate, Present of the Charlevoix Historical Society ([fate.denise@gmail.com](mailto:fate.denise@gmail.com)) will oversee the MLAP grant management and grant administration duties; and

**WHEREAS,** the Charlevoix Historical Society will receive and pay vendor invoices related to the grant project; and

**WHEREAS,** the Mayor and City Clerk from the City of Charlevoix are authorized to sign the required historic preservation easement and record it at the County Register of Deeds before the grant reimbursement will be processed by the SHPO; and

**WHEREAS,** the Charlevoix Historical Society acknowledges that the Michigan Lighthouse Assistance Program (MLAP) is an expense reimbursement program. The Charlevoix Historical Society authorizes expenditures in the amount of \$19,050.00 for the project work with the knowledge that eligible expenditures up to the approved grant amount will be reimbursed to the Charlevoix Historical Society upon SHPO acceptance of final project work, SHPO acceptance of the final compilation report, SHPO audit and acceptance of financial documentation for eligible costs and SHPO acceptance of a historic preservation easement recorded at the Register of Deeds.

**NOW THEREFORE BE IT RESOLVED,** that the City of Charlevoix as owner of the south Pier Lighthouse supports the Charlevoix Historical Society in the application for a Planning grant dated November 21, 2014 and designates City Manager Robert Straebel as the City's project contact ([mgr@cityofcharlevoix.org](mailto:mgr@cityofcharlevoix.org)).

RESOLVED this 17th day of November, A.D. 2014.

Resolution was adopted by the following yea and nay vote:

Yeas:  
Nays:  
Absent:

**CHARLEVOIX CITY COUNCIL**  
**AGENDA ITEM**

**AGENDA ITEM TITLE:** Resolution for Application to the Michigan Township Participating Plan Risk Reduction Grant Program

**DATE:** November 17, 2014

**PRESENTED BY:** Chief Gerard Doan

**ATTACHMENTS:** Resolution

**BACKGROUND INFORMATION:**

The Charlevoix Fire/EMS Department is submitting a grant application to the Michigan Township Participating Plan Risk Reduction Grant Program. The application is asking for \$5,000 to equip all of the emergency response vehicles (total of 11 vehicles) with rear view camera systems.

Deadline for the application process is November 30, 2014.

**RECOMMENDATION:**

To support the submission of the Michigan Township Participating Plan Risk Reduction Grant Program by adopting the attached resolution.

**CITY OF CHARLEVOIX**  
**RESOLUTION NO. 2014-11-XX**  
**APPROVAL TO SUBMIT APPLICATION**  
**TO THE MICHIGAN TOWNSHIP PARTICIPATING PLAN**  
**RISK REDUCTION GRANT PROGRAM**

**WHEREAS,** the Michigan Township Participating Plan Risk Reduction Grant Program (RRGP), established in 2011 will allow the Par Plan to provide its members a concentration of expert services in the public arena. This program further allows the Par Plan to partner with members and foster cooperation in an effective risk management and loss control program. To the extent that funds are available, the RRGF has been established to assist members in reducing specific risk exposures and to assist our members in their efforts of applying effective risk management and loss control techniques for exposures the Par Plan insures; and

**WHEREAS,** this program does not participate in funding routine operations. The RRGF is not intended to supplement local funding when member budgets should cover the cost of financing a governmental operation. Addition to staff, or required compliance with state or federal statutes, funding for equipment that may be used to enhance the ability to service the community (i.e., AED's, Jaws of Life, Infrared cameras, generators) will not be considered. Building and ground improvements/maintenance will not be considered unless a specific exposure, identified by a Par Plan risk control field representative, to an insured risk is reduced; and

**WHEREAS,** The City of Charlevoix desires to make our community safer by continuing to apply effective risk management and loss control techniques; and

**WHEREAS,** the Charlevoix City Fire Department, being a member since 2009, is requesting a \$5,000 grant to equip all of the emergency response vehicles with a rear view camera system; and

**WHEREAS,** with the addition of this equipment, the department will be setting the standard in anticipation of rear view camera systems being mandated on all emergency response vehicles by the National Highway Traffic Safety Administration in the near future.

**NOW THEREFORE, BE IT RESOLVED,** that the City of Charlevoix authorizes the submission of the Risk Reduction Grant application for rear view camera systems for the City's emergency response vehicles.

RESOLVED this 17th day of November, A.D. 2014.

Yeas:  
Nays:  
Absent:

**CHARLEVOIX CITY COUNCIL**  
**AGENDA ITEM**

**AGENDA ITEM TITLE:** Discussion Regarding the Long-Term Infrastructure Plan

**DATE:** November 17, 2014

**PRESENTED BY:** Pat Elliott

- ATTACHMENTS:**
1. Map of proposed projects with estimated construction dates
  2. Individual project break down sheets with financial information

**BACKGROUND INFORMATION:** Consistent with the 2014/15 goals of the Public Works Department, staff has revised and updated the long-term infrastructure plan for the next 10 years and we are looking to have general discussion on the overall plan with Council.

Over the past few months, staff has been taking inventory and prioritizing our infrastructure to create a working, long-term document to help us plan and budget for the future. This plan includes preventative maintenance items all the way to complete upgrades to all utilities and road surfaces. It is very important to keep in mind that this document is not set in stone; rather it is a working document that will need to be reviewed on occasion and modified as needed. Certain things may change over the upcoming years that will force us to adjust, modify, delete or re-schedule certain projects. This is a working document with certain flexibilities built in.

Listed below are the factors in which we used to determine the overall plan. These items are NOT listed in any order of importance.

- A) Paser road rating system (pavement, surface, evaluation & rating). This is a methodical way of rating the road surface condition. This is a visual inspection of the road surface which then you designate a numerical value to the road. The rating system is 1-10, one being the worst condition or a complete rehab and 10 being the best or brand new pavement.
- B) Condition of the underground utilities, mainly the water main lines and the sanitary main lines. This information includes the size of the main, the year they were installed (when available), material the main is made of, etc. The overall condition of the underground utilities was determined in a number of different ways. For example, sanitary sewer lines were either videotaped or had been taped in the past. By reviewing these tapes we can see if we have offset joints, root intrusion, broken pipe or some other issue. Along with the camera we have also reviewed any of the "as-built" drawings to determine age, material used, depth of utilities, etc. As-built drawings were

- also used for the information regarding the water mains. The last method used was general history and maintenance records i.e.: how often do we have issues in a certain area, when we have had to dig up a water or sewer main, what was the depth, etc. Unfortunately we do not have accurate as-built drawings for all of our utilities.
- C) Traffic flows and priority routes through town.
  - D) Attention to all wards as much as possible. Certain wards do not have the degraded roads or infrastructure problems that others do nor do they have the traffic flows.
  - E) Construction cost estimates. Obviously we only have a certain amount of money to work with each year and have put a schedule of construction together that we can “pay as we go” while still leaving a fund balance in the event we have an emergency repair that would need to be completed.

Funding assumptions are as follows:

- A) Infrastructure Fund (PI-6) capture of \$450,000.00 per year (based on current tax value).
- B) Road Mileage Fund (PI-7) capture of \$240,000.00 per year (based on current tax value). This capture expires in 2023.
- C) Grant monies have been included in the construction estimates for both of the State Street projects. See attached map.
- D) Construction estimates are based on previous projects completed and do not include the cost to bury all overhead utilities.

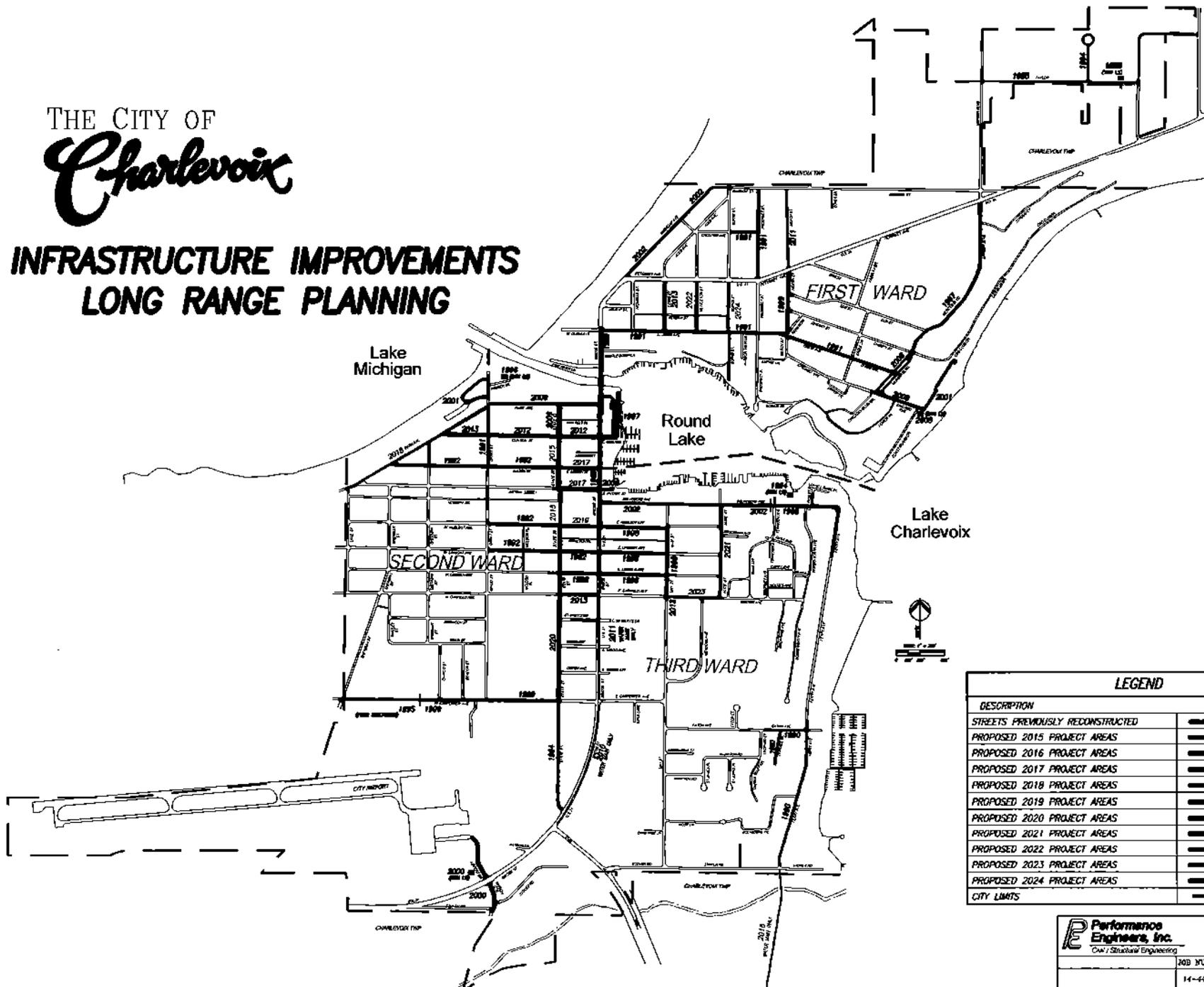
Attached are two items. The first is a color coded map that highlights projects that have been completed over the last 25 years along with the proposed projects and their anticipated completion dates. The second is a breakdown of each project detailing out the estimated cost of construction, engineering etc. and which accounts will be funding the project. This document also lists out the current utility information and any relevant notes pertaining to the project.

In closing, this is a document that will need to be reviewed and re-evaluated each and every year. As I stated above this is a working document that will need adjustments as time goes by and as different factors play into the City's ability to fund these proposed projects.

**RECOMMENDATION:** Discussion of the proposed Long-Term Infrastructure Plan with a general consensus from Council regarding the order in which we have prioritized the overall plan.

THE CITY OF  
**Charlevoix**

**INFRASTRUCTURE IMPROVEMENTS  
LONG RANGE PLANNING**



LEGEND	
DESCRIPTION	
STREETS PREVIOUSLY RECONSTRUCTED	
PROPOSED 2015 PROJECT AREAS	
PROPOSED 2016 PROJECT AREAS	
PROPOSED 2017 PROJECT AREAS	
PROPOSED 2018 PROJECT AREAS	
PROPOSED 2019 PROJECT AREAS	
PROPOSED 2020 PROJECT AREAS	
PROPOSED 2021 PROJECT AREAS	
PROPOSED 2022 PROJECT AREAS	
PROPOSED 2023 PROJECT AREAS	
PROPOSED 2024 PROJECT AREAS	
CITY LIMITS	

**Performance Engineers, Inc.**  
Civil / Structural Engineering

408 Perrygo Avenue  
Charlevoix, Michigan 49720  
Phone: (231) 547-2729  
Fax: (231) 547-0388  
www.performanceeng.com

JOB NUMBER	DATE	REV.	SHEET NO.
14-4453	12/07/14		7

A. PROJECTIVITY OF DRAWING: MAKE REVISIONS NUMBER(S) 1-10 FOR TYPING... 200 (1) ... DATED: 11/13/2014 11:39 AM BY: CHUCK BISH

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Year: 2015

Project Description: State Street from Clinton to Hurlbut

PI #6 Infrastructure Balance Forward from Previous Year: \$ 336,000.00

PI #6 Infrastructure Current Year Revenue: \$ 450,000.00

PI #6 Infrastructure Current Balance Available: \$ 786,000.00

PI #7 County Rd. Millage Balance Forward from Previous Year: \$ 9,400.00

PI #7 County Rd. Millage Current Year Revenue: \$ 240,000.00

PI #7 County Rd. Millage Current Balance Available: \$ 249,400.00

Construction Estimate:	\$ 1,262,400.00
Engineering/Inspection:	\$ 115,000.00
Material Testing:	\$ 20,000.00
Contingency Amount:	\$ 115,000.00
Less funding from outside sources:	\$ (430,000.00)
<b>Total Project Cost:</b>	<b>\$ <u>1,082,400.00</u></b>

PI #6 Portion: \$ 693,000.00

PI #7 Portion: \$ 240,000.00

PI #6 Initial engineering for following year: \$ 50,000.00

Balance remaining PI #6: \$ 43,000.00

Balance remaining PI #7: \$ 9,400.00

UTILITY INFORMATION:

WATER

1. Age \_\_\_\_\_ Varies, 1940's vintage

2. Size \_\_\_\_\_ Varies, mostly 4" and 6"

3. Condition \_\_\_\_\_ Not good. Lots of build up on interior of pipe walls.

4. Pipe Material \_\_\_\_\_ Cast Iron

SANITARY SEWER

1. Age \_\_\_\_\_ Not known

2. Size \_\_\_\_\_ 15"

3. Condition \_\_\_\_\_ poor

4. Pipe Material \_\_\_\_\_ Clay

Road Rating: \_\_\_\_\_ Varies average of a 3-4

Miscellaneous Comments: \_\_\_\_\_ No history of sanitary back ups in this area, but sanitary should be replaced while the other utilities are exposed and upgraded to standard PVC pipe.

NOTE: IN ORDER TO COMPLETE THIS PROJECT THERE WILL BE A CONTRIBUTION OF APPROXIMATELY

\$150,000.00 FROM THE GENERAL FUND

Year: 2016

Project Description: Bore new water main on Ferry Ave. under Stover Creek

PI #6 Infrastructure Balance Forward from Previous Year: \$ 43,000.00

PI #6 Infrastructure Current Year Revenue: \$ 450,000.00

PI #6 Infrastructure Current Balance Available: \$ 493,000.00

PI #7 County Rd. Millage Balance Forward from Previous Year: \$ 9,400.00

PI #7 County Rd. Millage Current Year Revenue: \$ 240,000.00

PI #7 County Rd. Millage Current Balance Available: \$ 249,400.00

Construction Estimate:	\$ 150,000.00
Engineering/Inspection:	\$ 30,000.00
Material Testing:	\$ 5,000.00
Contingency Amount:	\$ 15,000.00
Less funding from outside sources:	\$ -
<b>Total Project Cost:</b>	<b>\$ 200,000.00</b>

PI #6 Portion: \$ 155,000.00

PI #7 Portion: \$ 45,000.00

PI #6 Preventative Maintenance: \$ 15,000.00

Balance remaining PI #6: \$ 323,000.00

Balance remaining PI #7: \$ 204,400.00

UTILITY INFORMATION:

WATER

1. Age 1950's Vintage

2. Size 4"

3. Condition Very Poor with Multiple Repairs

4. Pipe Material Transite

SANITARY SEWER

1. Age \_\_\_\_\_

2. Size \_\_\_\_\_

3. Condition \_\_\_\_\_

4. Pipe Material \_\_\_\_\_

Road Rating: 3

Miscellaneous Comments: Very sensitive environmental area where the existing water main crosses

Stover Creek. The existing pipe has been repaired multiple times and needs to be upgraded before we

have a major break in the vicinity of the creek.

No need to upgrade that sanitary as it is in good condition.

Year: 2017

Project Description: Mason Street and Antim Street from State to US 31

PI #6 Infrastructure Balance Forward from Previous Year: \$ 323,000.00

PI #6 Infrastructure Current Year Revenue: \$ 450,000.00

PI #6 Infrastructure Current Balance Available: \$ 773,000.00

PI #7 County Rd. Millage Balance Forward from Previous Year: \$ 204,400.00

PI #7 County Rd. Millage Current Year Revenue: \$ 240,000.00

PI #7 County Rd. Millage Current Balance Available: \$ 444,400.00

Construction Estimate:	\$	539,000.00
Engineering/Inspection:	\$	87,000.00
Material Testing:	\$	10,000.00
Contingency Amount:	\$	63,000.00
Less funding from outside sources:	\$	-
<b>Total Project Cost:</b>	<b>\$</b>	<b>699,000.00</b>

PI #6 Portion: \$ 516,000.00

PI #7 Portion: \$ 183,000.00

PI #6 Preventative Maintenance: \$ 15,000.00

Balance remaining PI #6: \$ 242,000.00

Balance remaining PI #7: \$ 261,400.00

UTILITY INFORMATION:

WATER

1. Age 1890's Vintage

2. Size 4"

3. Condition Poor. Lots of build up on interior of pipe

4. Pipe Material SANITARY SEWER

1. Age 1930's Vintage

2. Size 6"

3. Condition Poor.

4. Pipe Material Clay

Road Rating: Varies 4-5

Miscellaneous Comments: By completing these projects we will have completely improved all of the 100

block of the downtown valley streets. By completing these we will have also replaced some of the oldest

infrastructure in the City.

Year: 2018

Project Description: Park Avenue from Grant to Lake (road surface only no utilities)

PI #6 Infrastructure Balance Forward from Previous Year: \$ 242,000.00

PI #6 Infrastructure Current Year Revenue: \$ 450,000.00

PI #6 Infrastructure Current Balance Available: \$ 692,000.00

PI #7 County Rd. Millage Balance Forward from Previous Year: \$ 261,400.00

PI #7 County Rd. Millage Current Year Revenue: \$ 240,000.00

PI #7 County Rd. Millage Current Balance Available: \$ 501,400.00

Construction Estimate:	\$ 364,000.00
Engineering/Inspection:	\$ 59,000.00
Material Testing:	\$ 3,000.00
Contingency Amount:	\$ 20,000.00
Less funding from outside sources:	\$ -
<b>Total Project Cost:</b>	<b>\$ <u>446,000.00</u></b>

PI #6 Portion: \$ 266,000.00

PI #7 Portion: \$ 180,000.00

PI #6 Preventative Maintenance: \$ 15,000.00

Balance remaining PI #6: \$ 411,000.00

Balance remaining PI #7: \$ 321,400.00

UTILITY INFORMATION:

WATER

1. Age \_\_\_\_\_

2. Size \_\_\_\_\_

3. Condition \_\_\_\_\_

4. Pipe Material \_\_\_\_\_

SANITARY SEWER

1. Age \_\_\_\_\_

2. Size \_\_\_\_\_

3. Condition \_\_\_\_\_

4. Pipe Material \_\_\_\_\_

Road Rating: 4

Miscellaneous Comments: No work is needed on the water or the sanitary throughout this section. This

is one of the most traveled roads in Charlevoix and is too narrow to accommodate all of the traffic flows.

This is also one of the main routes to the Charlevoix Hospital. This project would also include the addition

of designated parking spaces, a trail/pathway from Grant Street connecting up to the existing trails above

the water treatment plant, and stormwater management through proper grading.

Year: 2019

Project Description: Hurlbut Street from State to US 31

PI #6 Infrastructure Balance Forward from Previous Year: \$ 411,000.00

PI #6 Infrastructure Current Year Revenue: \$ 450,000.00

PI #6 Infrastructure Current Balance Available: \$ 861,000.00

PI #7 County Rd. Millage Balance Forward from Previous Year: \$ 321,400.00

PI #7 County Rd. Millage Current Year Revenue: \$ 240,000.00

PI #7 County Rd. Millage Current Balance Available: \$ 561,400.00

Construction Estimate:	\$ 285,000.00
Engineering/Inspection:	\$ 46,000.00
Material Testing:	\$ 5,000.00
Contingency Amount:	\$ 33,000.00
Less funding from outside sources:	\$ -
<b>Total Project Cost:</b>	<b>\$ 369,000.00</b>

PI #6 Portion: \$ 369,000.00

PI #7 Portion: \$ -

PI #6 Preventative Maintenance: \$ 15,000.00

Balance remaining PI #6: \$ 477,000.00  
Balance remaining PI #7: \$ 561,400.00

UTILITY INFORMATION:

WATER

- 1. Age: Unknown
  - 2. Size: 6"
  - 3. Condition: Too small
  - 4. Pipe Material: Ductile Iron
- SANITARY SEWER**
- 1. Age: 1930's Vintage
  - 2. Size: 8"
  - 3. Condition: POOR
  - 4. Pipe Material: Concrete

Road Rating: 3 or 4

Miscellaneous Comments: By completing this project we would complete a 10" loop with the water main from US 31 to State Street.

Year: 2020

Project Description: State Street from Hurlbut to Carpenter out to US 31

PI #6 Infrastructure Balance Forward from Previous Year: \$ 477,000.00

PI #6 Infrastructure Current Year Revenue: \$ 450,000.00

PI #6 Infrastructure Current Balance Available: \$ 927,000.00

PI #7 County Rd. Millage Balance Forward from Previous Year: \$ 561,400.00

PI #7 County Rd. Millage Current Year Revenue: \$ 240,000.00

PI #7 County Rd. Millage Current Balance Available: \$ 801,400.00

Construction Estimate:	\$ 2,000,000.00
Engineering/Inspection:	\$ 401,000.00
Material Testing:	\$ 40,000.00
Contingency Amount:	\$ 200,000.00
Less funding from outside sources:	\$ (1,200,000.00)
<b>Total Project Cost:</b>	<b>\$ <u>1,441,000.00</u></b>

PI #6 Portion: \$ 841,000.00

PI #7 Portion: \$ 600,000.00

PI #6 Preventative Maintenance: \$ 15,000.00

Balance remaining PI #6: \$ 71,000.00

Balance remaining PI #7: \$ 201,400.00

UTILITY INFORMATION:

WATER

1. Age 1920's and 1940's Vintage

2. Size 4" or 6" depending on location

3. Condition Poor

4. Pipe Material Cast iron

SANITARY SEWER

1. Age Unkown

2. Size 12" or 15" Depending on location

3. Condition Poor

4. Pipe Material Clay

Road Rating: 3 or 4

Miscellaneous Comments:

Year: 2021

Project Description: Alice Street from Garfield to Belvedere

PI #6 Infrastructure Balance Forward from Previous Year: \$ 71,000.00

PI #6 Infrastructure Current Year Revenue: \$ 450,000.00

PI #6 Infrastructure Current Balance Available: \$ 521,000.00

PI #7 County Rd. Millage Balance Forward from Previous Year: \$ 201,400.00

PI #7 County Rd. Millage Current Year Revenue: \$ 240,000.00

PI #7 County Rd. Millage Current Balance Available: \$ 441,400.00

Construction Estimate:	\$ 650,000.00
Engineering/Inspection:	\$ 104,000.00
Material Testing:	\$ 7,000.00
Contingency Amount:	\$ 75,000.00
Less funding from outside sources:	\$ -
<b>Total Project Cost:</b>	<b>\$ <u>836,000.00</u></b>

PI #6 Portion: \$ 396,000.00

PI #7 Portion: \$ 440,000.00

PI #6 Preventative Maintenance: \$ 15,000.00

Balance remaining PI #6: \$ 110,000.00

Balance remaining PI #7: \$ 1,400.00

**UTILITY INFORMATION:**

**WATER**

1. Age 1920's vintage

2. Size 4"

3. Condition Lots of build up and scale on interior of pipe

4. Pipe Material Cast Iron

**SANITARY SEWER**

1. Age 1940's Estimate

2. Size 10"

3. Condition Very poor, root intrusion, offset joints etc

4. Pipe Material Clay

Road Rating: 3 or 4

Miscellaneous Comments: \_\_\_\_\_

Year: 2022

Project Description: Nettleton From Dixon to US 31

PI #6 Infrastructure Balance Forward from Previous Year: \$ 110,000.00

PI #6 Infrastructure Current Year Revenue: \$ 450,000.00

PI #6 Infrastructure Current Balance Available: \$ 560,000.00

PI #7 County Rd. Millage Balance Forward from Previous Year: \$ 1,400.00

PI #7 County Rd. Millage Current Year Revenue: \$ 240,000.00

PI #7 County Rd. Millage Current Balance Available: \$ 241,400.00

Construction Estimate:	\$ 353,000.00
Engineering/Inspection:	\$ 57,000.00
Material Testing:	\$ 5,000.00
Contingency Amount:	\$ 40,000.00
Less funding from outside sources:	\$ -
<b>Total Project Cost:</b>	<b>\$ 455,000.00</b>

PI #6 Portion: \$ 215,000.00

PI #7 Portion: \$ 240,000.00

PI #6 Preventative Maintenance: \$ 15,000.00

Balance remaining PI #6: \$ 330,000.00

Balance remaining PI #7: \$ 1,400.00

UTILITY INFORMATION:

WATER

1. Age 1920's vintage

2. Size 4"

3. Condition Poor, Freeze Issues

4. Pipe Material Cast Iron

SANITARY SEWER

1. Age 1930's Estimate

2. Size 8"

3. Condition Poor

4. Pipe Material Clay

Road Rating: 2 or 3

Miscellaneous Comments:

Year: 2023

Project Description: Garfield from May to Alice

PI #6 Infrastructure Balance Forward from Previous Year: \$ 330,000.00

PI #6 Infrastructure Current Year Revenue: \$ 450,000.00

PI #6 Infrastructure Current Balance Available: \$ 780,000.00

PI #7 County Rd. Millage Balance Forward from Previous Year: \$ 1,400.00

PI #7 County Rd. Millage Current Year Revenue: \$ 240,000.00

PI #7 County Rd. Millage Current Balance Available: \$ 241,400.00

Construction Estimate:	\$ 390,000.00
Engineering/Inspection:	\$ 63,000.00
Material Testing:	\$ 5,000.00
Contingency Amount:	\$ 45,000.00
Less funding from outside sources:	\$ -
<b>Total Project Cost:</b>	<b>\$ 503,000.00</b>

PI #6 Portion: \$ 261,600.00

PI #7 Portion: \$ 241,400.00

PI #6 Preventative Maintenance: \$ 15,000.00

Balance remaining PI #6: \$ 503,400.00

Balance remaining PI #7: \$ -

UTILITY INFORMATION:

WATER

1. Age \_\_\_\_\_ Nor water main currently exists

2. Size \_\_\_\_\_ NA

3. Condition \_\_\_\_\_ NA

4. Pipe Material \_\_\_\_\_ NA

SANITARY SEWER

1. Age \_\_\_\_\_ 1950's Estimate

2. Size \_\_\_\_\_ Varies

3. Condition \_\_\_\_\_ Poor. History of back ups and issues

4. Pipe Material \_\_\_\_\_ Clay

Road Rating: \_\_\_\_\_ 4

Miscellaneous Comments: County road millage money expires in 2023

Year: 2024

Project Description: Burns Street from US 31 to Round Lake

PI #6 Infrastructure Balance Forward from Previous Year: \$ 503,400.00

PI #6 Infrastructure Current Year Revenue: \$ 450,000.00

PI #6 Infrastructure Current Balance Available: \$ 953,400.00

PI #7 County Rd. Millage Balance Forward from Previous Year: \$ -

PI #7 County Rd. Millage Current Year Revenue: \_\_\_\_\_

PI #7 County Rd. Millage Current Balance Available: \$ -

Construction Estimate:	\$ 461,000.00
Engineering/Inspection:	\$ 74,000.00
Material Testing:	\$ 5,000.00
Contingency Amount:	\$ 53,000.00
Less funding from outside sources:	\$ -
<b>Total Project Cost:</b>	<b>\$ <u>593,000.00</u></b>

PI #6 Portion: \$ 593,000.00

PI #7 Portion: \$ -

PI #6 Preventative Maintenance: \$ 15,000.00

Balance remaining PI #6: \$ 345,400.00

Balance remaining PI #7: \$ -

UTILITY INFORMATION:

WATER

1. Age \_\_\_\_\_ 1920's Vintage

2. Size \_\_\_\_\_ 4"

3. Condition \_\_\_\_\_ POOR

4. Pipe Material \_\_\_\_\_ Cast Iron

SANITARY SEWER

1. Age \_\_\_\_\_ Unknown

2. Size \_\_\_\_\_ 8"

3. Condition \_\_\_\_\_ POOR

4. Pipe Material \_\_\_\_\_ Clay

Road Rating: \_\_\_\_\_ 4

Miscellaneous Comments: \_\_\_\_\_

**CHARLEVOIX CITY COUNCIL**  
**AGENDA ITEM**

**AGENDA ITEM TITLE:** Consideration to approve purchase of ice control salt

**DATE:** November 17, 2014

**PRESENTED BY:** Pat Elliott

**ATTACHMENTS:**

**BACKGROUND INFORMATION:** Each and every year we purchase our ice melting salt through a competitive bidding process that is organized and overseen by the State of Michigan, MIDEAL program. This material is what we mix with our ice control sand and spread on our major and local streets along with the State Highway.

In the approved 2014/15 budget we allocated \$27,400.00 for this material. Even though the cost of ice control salt has increased throughout all of Michigan and the country we have budgeted enough to cover this year's expense.

For the upcoming winter we requested a total of 350 ton of material and through the bidding process our unit cost, which includes delivery, is \$68.41 per ton.

**RECOMMENDATION:** It is my recommendation that we approve the unit cost of \$68.41 per ton for a total cost of \$23,943.50.

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

**AGENDA ITEM TITLE:** Consideration to Approve an Urgent Need Grant Agreement for \$114,299 with the Michigan Strategic Fund

**DATE:** November 17, 2014

**PRESENTED BY:** Rob Straebel

**ATTACHMENTS:** Urgent Need Grant Agreement

**BACKGROUND INFORMATION:** The City of Charlevoix has been awarded a Michigan Strategic Fund Grant for \$114,299 to reimburse the City for a portion of the costs associated with water line freezes in the winter of 2013-14. The grant will pay for costs associated with water main and roadway replacement on five streets within our community. City Council needs to approve the attached grant agreement.

A second grant has been submitted to FEMA for addition funding. Staff is cautiously optimistic that additional funding is forthcoming.

Many thanks to Joe Zielinski, Pat Elliott and Mike Spencer for their work on the grant applications.

**RECOMMENDATION:** Motion to Approve Grant Agreement No. MSC 214027-UN, a \$114,299 Grant Between the City of Charlevoix and the Michigan Strategic Fund.

GRANT NO. MSC 214027-UN

STATE OF MICHIGAN

URGENT NEED GRANT AGREEMENT

BETWEEN THE

MICHIGAN STRATEGIC FUND

AND THE

CITY OF CHARLEVOIX

STATE OF MICHIGAN

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

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- II. Special Terms and Conditions
  - A. Total authorized budget
    - 1. Source of funds
    - 2. Application of funds
  - B. Scope of Work
- III. General Terms and Conditions
  - Attachment A: Project Budget
  - Attachment B: Project Description

I. GRANT OFFER FOR MICHIGAN CDBG NO. MSC 214027-JN

The Fund Manager of the Michigan Strategic Fund (the "Grantor"), acting pursuant to Resolution 2013-187 of the Michigan Strategic Fund Board, hereby offers to the City of Charlevoix (the "Grantee"), grant assistance subject to the Grant Agreement.

The maximum amount of grant assistance hereby offered is \$114,299 (the "Grant"), but in no event shall the amount of the grant assistance exceed more than fifty percent (50%) of the total actual cost of the public infrastructure portion of the project financed with the Grant and Local matching funds. If the actual cost is less than shown in the Total Authorized Budget (See Section II(A)(1)), the amount of the Grant shall be reduced on a proportional basis. The Grantee shall be responsible for any cost overruns.

The term of work performance shall be from November 1, 2013 through December 31, 2015 (the "Term"), plus additional time to meet reporting or other procedural requirements. The Grant will only be made available for the Grantee's eligible expenses, which occur during the Term in accordance with the Grant Agreement. The Grant is dependent upon the Grantor's continued receipt of Community Development Block Grant funds and the availability of adequate funds.

If the Grantee will not request reimbursement by December 31, 2014 (the "Commencement Period"), then the Grantee must seek and receive in writing an extension of the Commencement Period from the Grant Administrator prior to the expiration of the Commencement Period, otherwise this Grant Agreement shall terminate and no longer be in effect. In the event this Grant Agreement is terminated as set forth herein, the Grantee must request that the Grant be reapproved by the MSF Board before it may be reinstated.

This Grant Offer does not commit the Grantor to approve requests for additional funds during or beyond this grant.

The foregoing Grant Offer is hereby accepted and it is agreed that the funds made available will be used only as set forth herein and in the attached Special and General Terms and Conditions. The signatories below warrant that they are empowered to enter into this Agreement.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2014      Dated this \_\_\_\_ day of \_\_\_\_\_, 2014

\_\_\_\_\_  
Mark Morante  
Fund Manager  
Michigan Strategic Fund

\_\_\_\_\_  
Robert Straebel  
City Manager  
City of Charlevoix

**Counterparts: Facsimile, Electronic and PDF Signatures: Copies** – This Agreement may be executed in any number of counterparts, each of which, when executed shall be deemed an original, and all of which together, shall constitute one and the same agreement. This agreement may be delivered by facsimile, or PDF or other electronic format and in such circumstances, may be relied upon to the same extent as though such copy was an original.

**II. SPECIAL TERMS AND CONDITIONS**

For Michigan CDBG under Title I of  
the Housing and Community Development Act  
of 1974, as amended.  
CFDA #: 14.228

EFFECTIVE DATE: November 1, 2013

GRANT NO.: MSC 214027-UN

TITLE: Water Line and Road Repair Project

GRANTEE / ADDRESS: City of Charlevoix  
210 State Street  
Charlevoix, Michigan 49720

GRANT ADMINISTRATOR /  
ADDRESS: Grant Administrator  
300 North Washington Square  
Fourth Floor  
Lansing, Michigan 48913  
Phone: (517) 373-1936

**A. TOTAL AUTHORIZED BUDGET**

1. Sources of funds for the project under this Grant Agreement consist of:

State Cash Contributions	\$114,299
Local Cash Contributions	<u>\$114,300</u>
TOTAL	\$228,599

2. Application of funds to the project supported under this Grant Agreement consists of:

PLEASE REFER TO ATTACHMENT A FOR THE AUTHORIZED BUDGET FOR  
THIS PROJECT.

**B. SCOPE OF WORK**

The Scope of Work of the Grantee under this grant shall be to undertake and complete the following activities, as further detailed in the Grantee's Part 1 Application received August 18, 2014, and Part 2 Application received September 30, 2014, subject to the limitations set forth in the Grant Agreement and applicable federal and state laws, rules and regulations:

1. Prior to Grantor disbursement of the Grant, the Grantee shall provide for approval by the Grant Administrator a copy of the complete Environmental Review Record (including the required environmental documentation). The Environmental Review Record represents local completion of the environmental review procedures and requirements as set forth in

24 CFR Part 58, "Environmental Review Procedures for Title I Community Development Block Grant Program," issued by the U.S. Department of Housing and Urban Development. Project costs include costs to be paid by the Grant and other local, public and private funds.

2. If the Grantee will be engaging the consultant, supplier, or contractor then the Grantee shall comply with the procurement process required by 24 CFR Part 85. Among other things, this regulation applies to all CDBG funded engineering, administrative, and consultant contracts as well as all CDBG funded construction contracts.
  - a. For supplies and service contracts such as engineering, administrative and consulting less than or equal to \$100,000, the Small Purchase Procedures as provided in 24 CFR Part 85 may be used. In accord with this regulation and prior to Grantor disbursement of the Grant, the Grantee shall provide for approval by the Grant Administrator documentation that price or rate quotations were obtained from an adequate number of qualified sources and a copy of the executed contract.
  - b. For supplies and service contracts such as engineering, administrative and consulting greater than \$100,000, Grantee must use competitive negotiation through a Request for Proposal (RFP) or Request for Qualifications (RFQ) process as provided in 24 CFR Part 85. In accord with this regulation and prior to Grantor disbursement of the Grant, the Grantee shall provide for approval by the Grant Administrator a copy of the locally published RFP / RFQ, a list of respondents to the RFP / RFQ, Grantee's evaluation and recommendation for the award of the contract(s), and the executed contract(s).
  - c. For construction related contracts, Grantee must use the procurement by Sealed Bids Process as provided in 24 CFR Part 85. In accord with this regulation and prior to Grantor disbursement of the Grant, the Grantee shall provide for approval by the Grant Administrator a copy of the locally published advertisement for bids and the bid tabulation.
3. If the Grantee will not be engaging the consultant, supplier, or contractor, then the procurement process required by 24 CFR Part 85 shall not apply.
4. If the project involves construction activities using the Grant, the Grantee shall provide for approval by the Grant Administrator a copy of all bidding documents or other evidence of compliance with federal labor standards for all construction activities financed in whole or in part with the Grant. Such approval must be secured prior to Grantor disbursement of the Grant for relevant construction activities.
5. If the project involves both Grant and Non-Grant funded construction activities on private property, the Grantee shall provide for approval by the Grant Administrator a copy of all bidding or contract documents showing evidence of compliance with federal labor standards for all construction activities financed with the Grant and any other matching funds on said private property. Such approval must be secured prior to Grantor disbursement of the Grant.

6. If the project involves the installation of machinery and equipment and the installation cost is greater than 20% of the total cost of the machinery and equipment, the Grantee shall provide for approval by the Grant Administrator a copy of all bidding documents or other evidence of compliance with federal labor standards for all installation activities financed in whole or in part with CDBG funds. Such approval must be secured prior to Grantor disbursement of the Grant.
7. If the project involves acquisition, including donations, of real estate, permanent easements and/or right-of-ways, or the relocation of persons, families or farms, the Grantee shall provide for approval by the Grant Administrator documentation of compliance with the Uniform Relocation and Real Property Acquisition Policies Act of 1970. Such approval must be secured prior to Grantor disbursement of the Grant.
8. If the project involves the demolition or conversion of an occupied dwelling unit or a vacant occupiable dwelling unit, the Grantee shall provide for approval by the Grant Administrator documentation of compliance with Section 104(d) of the Housing and Community Development Act of 1974. Such approval must be secured prior to Grantor disbursement of the Grant.
9. If the Project involves improving and/or acquiring real property in whole or in part using Grant funds in excess of \$100,000, the Grantee shall provide for approval by the Grant Administrator a Real Property Management Report (RPMR) prior to Grantor disbursement of the Grant, annually, at close out, and when the property is no longer needed for its original purpose.

If the real property acquired and/or improved with the Grant is no longer needed for its original purpose at any time during the project and up to five years from close out, the Grantee shall request disposition instructions from the Grantor prior to disposing of the real property acquired or improved in whole or in part with the Grant. Depending on the disposition request, the Grantee may be required to return a portion of the Grant to the Grantor.
10. If the Project involves acquiring personal property in whole or in part using Grant funds in excess of \$100,000, the Grantee shall provide for approval by the Grant Administrator a Personal Property Management Report (PPMR) prior to disbursement of the Grant, annually, at close out, and when the property is no longer needed for its original purpose.

If the personal property acquired with the Grant is no longer needed for its original purpose at any time during the project and after project close out, the Grantee shall request disposition instructions from the Grantor prior to disposing of the personal property acquired in whole or in part with the Grant. Depending on the current per unit fair market value of the personal property, the Grantee may be required to return a portion of the Grant to the Grantor.
11. Grantee is responsible for ensuring that all contractors working on the project are CDBG eligible and properly licensed, bonded, and insured.

12. The Grant must be requested on a reimbursement basis or when there is an immediate cash need for the funds.
13. Prior to disbursement of the Grant, the Grantee shall provide for approval by the Grant Administrator:
  - a. The CDBG Urgent Need Compliance Suspension Certification.
14. The Grantee shall expend up to \$114,299 of the Grant for the project activities as further described in Attachment B.
15. The Grantor may, in its sole discretion, after discussion with representatives of the Grantee, modify or reduce the total amount of grant assistance offered under this Agreement or terminate this Agreement and demand full repayment of disbursed grant proceeds if the Grantee violates, fails, or refuses to comply with any term, condition, or provision of this Agreement.
16. The Grantee shall provide Program Progress Reports beginning April 15, 2015, and every six (6) months thereafter.
17. The Grantee shall provide a final Payment Request within 60 days of the expiration of the Term. Payment Requests received after this time will not be processed.
18. The Grantee shall provide a final Program Progress Report and all other required close out documents specified by the MSF within 120 days of the expiration of the Term.
19. The project activities, as further described in Attachment B, meet the Urgent Need National Objective, by addressing a serious and immediate threat to the health or welfare of the community; the threat was of recent origin or recently became urgent; the Grantee was unable to finance the activity on its own; and other funding sources were not available.
20. The Grantee shall provide documentation that at least one public hearing was held after grant award and prior to formal grant closeout. Such documentation shall be provided prior to formal grant closeout.
21. During each of the Grantee's fiscal years in which a disbursement of the Grant is made under this Agreement, the Grantee shall file an Audit Report. This Audit Report must be prepared by an independent auditor, and be in compliance with the requirements of OMB Circular A-133, or as required by the Grant Administrator. This Audit Report shall be filed with the Grant Administrator within 30 days after completion of the audit, but not later than nine months after the close of the Grantee's fiscal year.
22. Whenever possible, auditees shall make positive efforts to utilize small businesses, minority-owned firms, and women's business enterprises, in procuring audit services as stated in the A-102 Common Rule, OMB Circular A-110, or the FAR (48 CFR part 42), as applicable.

### III. GENERAL TERMS AND CONDITIONS

1. Applicability to Sub Recipients and Contractors: Where performance of the grant project is carried out by any sub recipient or contractor of the Grantee, the provisions of the Grant Agreement shall be made binding on such sub recipient or contractor by the Grantee. This shall be accomplished by a written agreement or contract between the Grantee and sub recipient or contractor. Where the term "Grantee" appears in this Grant Agreement it shall be read to include any sub recipient or contractor of the Grantee.

The ultimate legal responsibility for insuring compliance with requirements of the Grant Agreement is that of the Grantee designated in the Grant Offer.

2. Compliance by the Grantee: The Grantee shall comply with all applicable provisions of the following:
  - a. "Statement of Assurances" as included in the Application.
  - b. Compliance with Section 3 of the Housing and Urban Development Act of 1968, as amended.
  - c. Compliance with Title I of the Housing and Community Development Act of 1974, as amended (Fair Housing).
3. Maintenance of Records: The Grantee shall maintain records which will allow assessment of the extent of Grantee performance of the Scope of Work and which allow for the comparison of actual outlays with budgeted amounts. The Grantee's overall financial management system must ensure effective control over, and accountability for, all funds received. Accounting records must be supported by source documentation such as time sheets and invoices.
4. Retention of Records: The Grantee shall retain all financial records, supporting documents, statistical records, and all other pertinent records until notified by the MSF.
5. Amendments. The Grantee must obtain prior written approval of the Grant Administrator for grant amendments as follows:
  - a. changes of substance in the Scope of Work including new activities or alterations of existing approved activities;
  - b. extensions to the term of work performance for completion of project activities;
  - c. for Grants of less than \$100,000, cumulative changes among approved CDBG funded budget items which exceed \$5,000 or five (5) percent of the Grant, whichever is the lesser amount; and
  - d. for Grants of \$100,000 or more, cumulative changes among approved CDBG funded budget items which exceed \$10,000 or five (5) percent of the Grant, whichever is the lesser amount.

The amendment request must be submitted by an authorized local official of the Grantee.

6. Suspension of Grant: When the Grantee has failed to comply with the grant award stipulations, standards, or conditions, the Grantor may, on reasonable notice to the Grantee, suspend the grant and withhold further payments, or prohibit the Grantee from incurring additional obligations of grant funds, pending corrective action by the Grantee or a decision to terminate in accordance with these Terms and Conditions. The Grantor will allow all necessary and proper costs, which the Grantee could not reasonably avoid during the period of suspension, provided they meet the provisions of OMB Circular A-87.
7. Termination for Cause: The Grantor may terminate this grant in whole, or in part, at any time before the date of completion, whenever it is determined that the Grantee has failed to comply with the conditions of the grant. The Grantor will promptly notify the Grantee in writing of the determination and the reasons for the termination, together with the effective date. Payments made to recipients, or recoveries by the Grantor, will be in accordance with the legal rights and liabilities of the parties.
8. Termination for Convenience: The Grantor or the Grantee may terminate this grant in whole, or in part, when both parties agree that the continuation of the project would not produce beneficial results commensurate with the further expenditure of the Grant. The two parties shall agree upon the termination conditions, including the effective date and, in the case of partial terminations, the portion to be terminated. The Grantee shall not incur new obligation for the terminated portion after the effective date, and shall cancel as many outstanding obligations as possible. The Grantor will allow full credit to the Grantee for the Grantor's share of the noncancelable obligations that were properly incurred by the Grantee prior to termination.
9. The Grantee and political subdivisions, agencies, and instrumentalities thereof, when engaged in letting contracts or procuring products or services which involved funds obtained from the Grantor shall ensure that bid specifications, project agreements, other controlling documents, and any other local requirements do not:
  - a. require bidders, offerors, contractors, or subcontractors to enter into or adhere to agreements with one or more labor organizations on the same or related projects;
  - b. discriminate against bidders, offerors, contractors or subcontractors for refusing to become or remain signatories or otherwise adhere to agreements with one or more labor organizations on the same or related construction projects; or
  - c. require any bidder, offeror, contractor, or subcontractor to enter into, adhere to or enforce any agreement that requires its employees as a condition of employment to:
    - i. become members of or become affiliated with a labor organization; or
    - ii. pay dues or fees to a labor organization, over an employee's objection, in excess of the employee's share of labor organization costs relating to collective bargaining, contract administration or grievance adjustment.

**PROJECT BUDGET**  
**MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

MICHIGAN ECONOMIC DEVELOPMENT CORPORATION

1. Applicant: City of Charlevoix		MSC 214027		2. Project Title: Water Line and Road Repair Project		
3. Project Cost Elements		4. Project Funding Sources (Identify all other funding sources)				
Activities	CDBG	Local				TOTAL
Engineering	\$0	\$674				\$674
Construction and Contingency	\$96,390	\$26,256				\$122,646
Materials	\$17,909	\$17,909				\$35,818
Labor and Benefits	\$0	\$65,711				\$65,711
Equipment	\$0	\$3,750				\$3,750
<b>TOTAL</b>	<b>\$114,299</b>	<b>\$114,300</b>				<b>\$228,599</b>

55

**URGENT NEED INFRASTRUCTURE GRANT PART I APPLICATION**  
**MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**  
**MICHIGAN STRATEGIC FUND**

1. Describe the project location, including the street address and property ownership (NOTE: all property must be publicly owned) where all project activities will occur. Provide a detailed map showing all project activities. Attached:  Yes  No

Please see the following attached files for a detailed map of all project locations and a list of all project locations, including the street address and property ownership of the locations. In total, there were 92 locations.

- Attachment 7 (Detailed Map) – City of Charlevoix.pdf
- Attachment 8 (Project Locations) – City of Charlevoix.pdf

2. Describe the specific work activities to be funded with CDBG grant funds. Include the following:

- a. The type of infrastructure (i.e. road, water, sewer, etc.).

The repair and replacement of broken and frozen water lines in the City owned public right of way. As a result of these activities, some major and local roads had to be torn up and then resurfaced after the work was completed.

- b. The size and quantities of the infrastructure (e.g. 2000 linear feet of 8" water main or 100 linear feet of roadway, etc.)

The size and quantities of the infrastructure for the main lines that were replaced are as follows:

1. Nichols St. (from Ainslie St. to 210 Nichols St.): 110 linear feet of 4" water main and roadway.
2. Corner of E. Dixon Ave. & Nichols St.: Valve Insertion and 20 linear feet of 4" water main and roadway.
3. Nettleton St. (from 202 to 210): 200 linear feet of 4" water main and roadway.
4. 205 Prospect St.: 20 linear feet of 4" water main and roadway.
5. State St. (from W. Lincoln St. to Huribut Ave.): 540 linear feet of 8" water main and roadway.

3. What is the total square footage of the public space being improved?

The total square footage of the public space improved is 20,560.

Please see the following enclosed file for a breakdown of the square footage by location.

- Attachment 9 (Total Square Footage) – City of Charlevoix.pdf

**URGENT NEED INFRASTRUCTURE GRANT PART I APPLICATION**  
**MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**  
**MICHIGAN STRATEGIC FUND**

4. Describe all temporary or permanent relocation of businesses, non-profit organizations, homeowners, or tenants needed in order to complete the project. Include the address, names of anticipated displaced parties, type of displacement (residential or business) and whether the parties are owners and/or tenants.

There was no temporary or permanent relocation of business, non-profit organizations, homeowners or tenants needed in order to complete the project.

5. Environmental review.

- a. Will the proposed project impact wetlands?  
 Yes     No
- b. Will the proposed project be located in a 100-year floodplain?  
 Yes     No
- c. Will the proposed project impact historic properties (facilities 50 years or older)?  
 Yes     No
- d. What is the anticipated completion date? N/A

6. List and describe the status of any local, state and federal permits required for implementation of the proposed project.

No local, state or federal permits were required for implementation of the project.

7. In the below space, provide a project timeline that includes the anticipated start and completion dates for the following activities at this property location (attachments are not acceptable).

Activities	Start date	End date
Engineering and/or design	05/14/2014	05/20/2014
Bidding, if applicable	N/A	N/A
CDBG funded construction	04/07/2014	05/30/2014
Locally funded construction	02/05/2014	06/30/2014

**CHARLEVOIX CITY COUNCIL**

**AGENDA ITEM**

**AGENDA ITEM TITLE:** Consideration of a Resolution Related to a Possible Land Swap Between St. Mary's Cement Company and Fisherman's Island State Park

**DATE:** November 17, 2014

**PRESENTED BY:** Councilmember Jeff Porter

**ATTACHMENTS:** 1. News Review Articles Dated November 11 and 13

2. Resolution

**BACKGROUND INFORMATION:** The City Manager's Office was contacted by Councilmember Porter late Thursday morning, November 13, in regards to placing an agenda item on the November 17, 2014 City Council meeting. Councilmember Porter stated there are three current councilmembers requesting this agenda item for November 17.

According to the DNR, St. Mary's Cement Company has not submitted a formal proposal. The DNR is currently working on revising a Management Plan for Fisherman's Island State Park.

Additionally, the City Manager has heard several comments regarding many purported inaccuracies of the November 11, 2014 Petoskey News-Review article. See attached articles. Some committee members strongly dispute the 11-1 vote saying "yes" to the land swap.

As with many controversial issues, City Council may want to consider setting a Public Hearing for December 1 to give more opportunity for public input.

**RECOMMENDATION:** Discussion with a possible motion to approve Resolution #2014-11-\_\_\_\_\_.

CHARLEVOIX

# Committee says 'yes' to state park land swap

**MARK JOHNSON**

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[mjohnson09@johndelidnews.com](mailto:mjohnson09@johndelidnews.com)

**CHARLEVOIX** — After weeks of meeting and reviewing various pieces of information, a committee comprised of local citizens agreed a land swap between St. Marys Cement in Charlevoix and Fisherman's Island State Park would

benefit the community.

According to a recent press release, a citizens advisory committee met six times over the past four months to look at the proposed land swap between St. Marys Cement, 16000 Bells Bay Road, and nearby Fisherman's Island State Park, which borders the cement company.

During the review period,

the committee looked at possible benefits for the park and the community, as well as concerns and protection for the park if the project were to move forward.

The committee voted in favor of a land swap by a final tally of 11-1, according to the release. A list of recommended

See **LAND SWAP** on **PAGE A8**

## LAND SWAP FROM A1

improvements was also created for the park. If the swap is executed.

"As one of the county's largest employers and taxpayers, we at St. Marys cement were impressed with the committee's thoroughness, debate and scrutiny of the proposal," said Courtney Schmidt, St. Marys environmental manager. In a release. "Clearly, committee members want Fisherman's Island State Park protected and improved as a community and state resource. The committee proposed specific ways to protect and improve the park, and we are grateful for their diligence, thoughtfulness and work."

Sometime over the next few months, a final report summarizing the actions of the committee will be released.

Within the next year, St. Marys Cement will make a decision on whether or not to ask the Michigan Department of Natural Resources (DNR) to approve such a land swap.

DNR officials were not immediately available to speak on the issue.

According to the release, if the swap were to be approved, St. Marys Cement would trade a portion of unimproved land at the south end of the property, for a portion of unimproved state-owned land, at the north end of Fisherman's Island State Park. The release included some

**"Clearly, committee members want Fisherman's Island State Park protected and improved as a community and state resource. The committee proposed specific ways to protect and improve the park, and we are grateful for the diligence, thoughtfulness and work."**

Courtney Schmidt, St. Marys Cement environmental manager

Facts about the possible swap, including:

— No beach or shoreline would be affected.

— No campsites would be lost.

— All trails would be preserved and new trails could be added.

— Park would gain access to 4,000 feet of trout stream and McGeach Creek.

— Park would gain wetland and natural habitat area.

— Cement trucks would travel shorter distances, reducing impact on nearby roads.

— Groundwater impacts from mining operations would decrease.

To review all facts compiled by St. Marys Cement and others, visit [www.landswapfacts.com](http://www.landswapfacts.com).

"Given the amount of misinformation that has made its way into the community about the land swap, citizens advisory committee members now fully understand the facts

about what we are considering," Schmidt said in the release. "At the end of the day, St. Marys Cement will simply not support a land swap that does not benefit the community, the park, the environment and the company."

A group of approximately two dozen people met a number of times over a meal in a private room at Statford's Weatherwane Restaurant in Charlevoix, to review what St. Marys Cement would be willing to pay throughout the community in creating an equitable trade.

These talks have worried some, as this is more than a local issue.

"It's like a bribe and it's just wrong," Anne Zukowski, citizens advisory committee member, told the Charlevoix Courier recently. "People need to remember, this is a state park, not just a local park."

Follow @Mark\_JohnsonCHI on Twitter.

# Land swap: What happened?

## Citizens advisory committee members refute St. Marys Cement report

**MARK JOHNSON**  
 mjohanson@gojagjournal.com  
 (867) 32-1111

**CHARLEVOIX** — Citizens advisory committee members examining a possible land swap between St. Marys Cement and Fisherman's Island State Park, have come forward with concerns they were misrepresented in a recent meeting and press release.

Two members of the committee, created by St. Marys Cement of Charlevoix, to examine land swap talks between the company and neighboring Fisherman's Island State Park said facts in a recent document released by St.

Marys Cement are all but a lie.

The press release from the company stated there was a recent citizens meeting, which culminated in an 11-1 vote in approval of the statement "some sort of land swap would be best for the community." Two committee members stated they do not recall any such vote taking place.

Ann Zukowski, a member of the committee, acknowledged there was a vote for those who opposed any type of land swap between the cement company and state park, a total of one vote. After those votes were taken, however, there was not a vote for those in favor.

**"My understanding was there were a lot of committee members who wanted to see a plan from St. Marys before taking a vote."**

Dan Myers, Tip of the Mitt Watershed Council

Zukowski said committee members voted in support of viewing a complete proposal from St. Marys Cement before making any kind of decision as to whether or not they would support any kind of land swap.

"Committee members felt uncomfortable voting on a pro-

posed, because they did not know what St. Marys was willing to do," Zukowski said. "So that third option was put forth."

Dan Myers, water resource specialist for the Tip of the Mitt Watershed Council, held a spot on the committee and said Zukowski's description of what

happened was accurate. "That sounds exactly like how I saw it happen," he said. From what he remembered of the meeting in question, most committee members did not want to vote until later, when a formal proposal was supplied by St. Marys Cement, following Zukowski's description of events.

He said he and others in the Tip of the Mitt Watershed Council were surprised to hear about the press release claiming the committee to be in approval of a land swap.

"I do not want to represent others on the committee, but to

See **LAND SWAP** on PAGE 14

## LAND SWAP FROM A1

my understanding, that did not happen," Myers said. "My understanding was there were a lot of committee members who wanted to see a plan from St. Marys before taking a vote."

He added the sole reason he was on the committee was to represent the Tip of the Mitt Watershed Council and to see if any land swap scenarios would have an impact on water quality.

When the voting began at the meeting, Myers said he abstained from the vote because St. Marys had not yet provided information to him regarding possible impacts on water quality. If a swap were to occur.

Nancy Ferguson, recently elected Charlevoix County Commissioner, also was a committee member but declined comment until a later time.

Luther Kurtz, recently elected Charlevoix City Council member, is another committee member who sent an email response on his perspective as to what happened.

"I can't comment on what the group did, but I know that I personally did not vote in favor of a land swap," he said. In an email, "I did, however, vote about suggestions concerning what community projects St.

Marys should include in its proposal. If ever makes a proposal, I learned a lot while working with this committee, and I'm glad that I was involved, but I am disappointed about the confusion regarding the recent article."

But St. Marys as well as the facilitator of the meeting, Bill McGinnis, a consultant as a professional meeting facilitator, hired to assist the committee, both claim the press release to be accurate.

Cortney Schmidt, environmental manager for St. Marys, acknowledged the release could have been written more clearly, but stood by the information in the release nonetheless.

"I was not specific," he said. "But it does say there was an 11-1 vote and if it was crafted well, (a land swap) would receive support."

McGinnis also stood by the release, saying it was correct to the best of his knowledge.

The release also included other information and alleged facts about the possible swap, including:

— No beach or shoreline would be affected.  
 — No campsites would be

— All trails would be preserved and new trails would be added.

— Park would gain access to 4,000 feet of trout stream and McGeach Creek.

— Park would gain wetland and natural habitat area.

— Cement trucks would travel shorter distances, reducing impact on nearby roads.

— Groundwater impacts from mining operations would decrease.

To review further information compiled by St. Marys Cement and others, visit [www.landswapfacts.com](http://www.landswapfacts.com).

Any decision made by this committee is only advisory. Any proposed land swap would have to go through the state of Michigan for approval.

In a previous story in the Pelusky News-Review, Ron Olson, DNR parks and recreation division chief, reminded those in the Charlevoix community Fisherman's Island is a state park, not a local park.

"We're not just going down the road assuming we accept this and then figuring out how to make it happen. That is not the case," Olson said in the previous story.

Follow @Mark\_JohnsonOFF on Twitter.

**CITY OF CHARLEVOIX  
RESOLUTION NO. 2014-11-XX**

**FISHERMAN'S ISLAND ACCESS**

**WHEREAS,** the City of Charlevoix has shown leadership, financial commitment and cooperation with Charlevoix Township by committing \$40,000 in matching funds for the development of the Lake to Lake Multi-Use Trail, which will be accessed by the Bells Bay county road; and

**WHEREAS,** the City of Charlevoix wishes to maintain the existing safe and convenient access to the park and to preserve the camp-grounds, trails and recreational land in the northern end of the Fisherman's Island State park within Charlevoix Township;

**NOW, THEREFORE, BE IT RESOLVED,** that the City of Charlevoix hereby supports the continued access to Fisherman's Island State Park on Lake Michigan from Bells Bay County Road and the retention of the 416.3 acres of Fisherman's Island State Park as forest and wildlife habitat within Charlevoix Township.

RESOLVED this 17th day of November, A.D. 2014.

Yeas:

Nays:

Absent: