

**AGENDA**  
**CITY OF CHARLEVOIX CITY COUNCIL MEETING**

Tuesday, September 6, 2016 - 7:00 p.m.  
City Hall Council Chambers, 210 State Street Charlevoix, Michigan

**1. Pledge of Allegiance**

**2. Roll Call**

**3. Presentations**

**4. Inquiry regarding conflicts of interest**

**5. Consent Agenda**

All items listed under Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the Consent Agenda and considered separately.

- |   |          |
|---|----------|
| A. City Council Meeting Minutes - August 15, 2016 Regular Meeting                             | PG 1-6   |
| B. City Council Meeting Minutes - August 23, 2016 Special Meeting                             | PG 7-8   |
| C. Accounts Payable Check Registers & Payroll Check Registers                                 | PG 9-24  |
| D. Resolution Recognizing Michigan Municipal Executives                                       | PG 25-26 |
| E. D & R Sports' Request for Free Parking at Launch Ramp                                      | PG 27-29 |
| F. Adopt Annual Exemption Option in PA 152 for the 2016-17 Medical Benefit Plan Coverage Year | PG 30-31 |
| G. D & R Sports' Request for Free Parking at Launch Ramp                                      | PG 29-31 |
| H. Purchase Tires for Airport Loader in the amount of \$11,179.84                             | PG 32    |

**6. Public Hearings & Actions Requiring Public Hearings**

**7. All Other Actions & Requests**

- |   |          |
|---|----------|
| A. Eaton Avenue Retaining Wall Bid                      | PG 33-34 |
| B. Charlevoix County Community Foundation Grant Request | PG 35    |

**8. Reports & Communications**

- A. Public Comments
- B. City Manager Comments
- C. Mayor and Council Comments

**9. Other Council Business**

**10. 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 weeks' 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.*

Posted September 1, 2016 4:00 p.m.

**CITY OF CHARLEVOIX**  
**REGULAR CITY COUNCIL MEETING MINUTES**  
**Monday, August 15, 2016 – 7:00 p.m.**  
210 State Street, City Hall, Council Chambers, Charlevoix, MI

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

**1. Pledge of Allegiance**

**2. Roll Call**

Mayor: Gabe Campbell  
Members Present: Councilmembers Shane Cole, Shirley Gibson, Aaron Hagen, Luther Kurtz, Leon Perron, Bill Supernaw  
Members Absent: None  
City Manager: Mark Heydlauff  
City Clerk: Joyce Golding

**3. Presentations**

None.

**4. Inquiry Regarding Conflicts of Interest**

Councilmember Kurtz recused himself from the hangar construction discussion.

**5. Consent Agenda**

All items listed under Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the Consent Agenda and considered separately.

- A. City Council Meeting Minutes – August 1, 2016 Regular Meeting
- B. Regular Accounts Payable Check Register – August 16, 2016
- C. ACH Payments – August 1, 2016 to August 12, 2016
- D. Payroll Check Register – August 12, 2016
- E. Payroll Transmittal – August 12, 2016
- F. Tax Disbursement – August 16, 2016
- G. Appoint City Manager Mark Heydlauff as delegate to represent the City at the Michigan Municipal League Annual Meeting

Motion by Councilmember Gibson, second by Councilmember Cole, to approve the Consent Agenda.

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

**6. Public Hearings & Actions Requiring Public Hearings**

None.

**7. All Other Actions & Requests**

**A. Private Hangar Construction**

Airport Manager Myer stated that Kermit Sutton is requesting permission to construct a 90x80 aircraft hangar at the Charlevoix Municipal Airport in the vicinity of the mid-field hangars. He is seeking Council approval prior to the site plan approval by the Planning Commission. The proposed structure was submitted to the FAA for an airspace study and meets their requirements. Airport Consultant RS&H has also reviewed the proposed project without objections. She stated that the hangar will be built by a company which specializes in airport hangar construction and building expenses would be paid by Mr. Sutton. Mr. Sutton would enter into a 25 year land lease agreement with the City. City Attorney Howard reviewed the agreement and his suggested changes have been made.

Councilmember Gibson questioned why the plan was not brought before the Airport Advisory Committee (AAC). Airport Manager Myer responded that the proposed construction was discussed at the AAC and it was her understanding that the proposal should be "processed through." Councilmember Gibson responded that hangar "development" was discussed and felt that the AAC may have better alternatives for both Mr. Sutton and the City. She questioned why the Planning Commission needs to be involved with Airport development. City Manager Heydlauff commented that past practice was to have the Planning Commission review hangar construction site plans. He suggested that Council may want to ask the Planning Commission whether the practice is still necessary. Councilmember Gibson stated that the AAC has experts that the Planning Commission does not have and the plan should have gone to the AAC.

Councilmember Supernaw asked whether people are waitlisted to build new hangars and Airport Manager Myer responded affirmatively. She stated that it was imperative to build more hangars to increase the revenue base. Councilmember Supernaw thanked Mr. Sutton for his interest and investment in Charlevoix.

Mayor Campbell opened the item to public comment.

Ken Tough, Scott Woody and Don Seeley, AAC members, presented a collaborative statement. They support Airport hangar development. Mr. Tough recalled that at the June AAC meeting, the Airport Manager stated that nothing could be done until the FAA completed an airspace study and the AAC requested a written follow up from the Airport Manager. He stated that the AAC agreed to carry the business to their next meeting on August 19<sup>th</sup>. Mr. Tough requested that this matter be carried over until it can be discussed in greater detail at the AAC meeting.

Don Exelby, Eaton Street, stated that he represented his neighbors. He felt that noise will increase indirectly by building a hangar. Mr. Exelby recalled that the hangar was discussed at the June AAC meeting. He is concerned with whom the operators are and will they abide by the preferred noise abatement procedures. He is also concerned with increased volume at the Airport and some pilots not following proper procedures. Mr. Exelby requested that this matter be addressed by the AAC before a final determination by Council.

The item was closed to the public.

Airport Manager Myer commented that she did not receive feedback from the City Manager who attended the AAC meetings, regarding her submitted agenda item. She felt that if there was an issue with the agenda item, it would have been brought up prior to this meeting.

Del Terrell, Eaton Street, stated that the 3<sup>rd</sup> Ward is impacted by Airport noise which will be a major issue for the 3<sup>rd</sup> Ward in the upcoming election.

Mayor Campbell questioned whether there was a rush to build the hangar. He suggested that the AAC could review the plan, forward it to the Planning Commission and then to Council in September.

Motion by Councilmember Gibson, second by Councilmember Perron, to approve the hangar building proposal pending final approval of the City Attorney, City Manager, and Airport Advisory Committee.

City Manager Heydlauff confirmed that the AAC was scheduled to meet on August 19<sup>th</sup> and the Planning Commission was scheduled to meet on September 12<sup>th</sup>.

Councilmember Supernaw asked whether postponing the decision would be a hardship for Mr. Sutton and he responded "no."

Mayor Campbell agreed with the motion on the table.

Councilmember Supernaw questioned whether it was likely that the AAC would approve the plan. Councilmember Gibson responded that the AAC may have better alternatives for Mr. Sutton that would also benefit the City. Mr. Sutton responded that he was unaware of any alternatives, but was open to suggestion. Airport Manager Myer noted that if the size or location of the hangar were changed, a new FAA airspace study would be required which may take approximately nine months. She further explained the FAA approval process and confirmed for Councilmember Supernaw that no grant funding is in jeopardy. Airport Manager Myer recalled that the airspace study application was submitted November 2015. Councilmember Gibson questioned why the study was not included in the agenda packet. Airport Manager Myer indicated that she would forward the study to Council.

Councilmember Hagen questioned whether the motion should include words to the effect of having the City Manager execute the agreement.

City Manager Heydlauff stated that in order to veto the plan, the Planning Commission would have to find a violation of the Zoning Code. It was agreed that the AAC could not veto the plan as they operate in an advisory capacity only.

Mr. Sutton indicated that he would like to start construction this fall, but understands the dynamics of the AAC and Council.

Yeas: Perron, Gibson, Cole, Supernaw, Hagen  
Nays: None  
Absent: None  
Abstain: Kurtz

B. Water Treatment Plant Standby Generator Replacement

City Manager Heydlauff stated that the Water Treatment Plant has a standby generator that can maintain pumping and treatment capacity at the plant in the case of a power failure. Our current generator was a surplus unit dating to World War II and in recent years, it has been prone to frequent malfunction. He indicated that Prein & Newhof identified replacing this generator in the Water Plant Reliability Study they performed in 2015. Engineering services will cost \$23,600 along with the generator purchase of approximately \$250,000.

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

Motion by Councilmember Supernaw, second by Councilmember Hagen, to accept the engineering services proposal from Prein & Newhof for the installation of a standby generator at the Water Treatment Plant for a cost not to exceed \$23,600 plus environmental costs, if needed.

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

## 8. Reports & Communications

### A. Public Comments

Phillip Crooks discussed the possibility of a major fire under the right conditions in our forests and what this would do to the surrounding housing. He requested that Council consider hiring a consultant to advise what preventative measures can be taken to prevent a tragedy.

John Campbell, Shade Tree Commission, stated that the management plan for Lake Michigan Beach Park and Mt. McSaubia will be completed on October 31<sup>st</sup> which may address Mr. Crooks' concerns.

### B. City Manager Comments

City Manager Heydlauff commented that he toured the American Waste Recycling facility in Traverse City. Burns Street construction started today.

At the recommendation of City Manager Heydlauff, Mayor Campbell called a Special Meeting for August 23<sup>rd</sup> at 6:00 p.m. to hear presentations and discuss four finalist proposals for the Public Service Facility Conceptual Design.

### C. Mayor & Council Comments

Mayor Campbell thanked everyone for attending the memorial service for former mayor David Novotny.

Clerk Golding stated that the conservation easement ballot language was approved by the Attorney General and Governor therefore the proposal will be included on the November ballot.

Councilmember Supernaw commented that seven of his constituents received warning letters from the Zoning Enforcement Officer that were perceived as having a threatening tone. He felt that from a public relations perspective the letters were confrontational. City Manager Heydlauff suggested that the citizens call the office to discuss the situation.

## 9. Other Council Business

### A. Closed Session on the Sale/Purchase of Real Property pursuant to MCL 15.268, Section 8(d)

Motion by Councilmember Cole, second by Councilmember Kurtz, to meet in Closed Session [under Section 15.268 8(d) of the Open Meetings Act, sale/purchase of real property.]

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

Council moved into Closed Session at 7:36 p.m. Council resumed Open Session at 7:52 p.m.

Councilmember Supernaw recalled that he suggested selling the Bridge Park Building. City Manager Heydlauff responded saying that the Bridge Park Building would not be on the top of the list to sell due to the mechanicals and configuration of the building.

Councilmember Hagen commented that having an inventory list of City properties would be helpful to entice development for new industries. Councilmember Gibson felt that selling property "has to be thoughtful".

Motion by Councilmember Kurtz, second by Councilmember Cole, directing the City Manager to seek an appraisal and advertise 1522 Bridge Street.

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

## 10. Adjourn

Motion by Councilmember Kurtz, second by Councilmember Perron to adjourn. Motion passed by unanimous voice vote. Council adjourned at 7:56 p.m.

| Joyce M. Golding                             | City Clerk | Gabe Campbell                  | Mayor             |
|--|------------|--------------------------------|-------------------|
| <b>Regular Accounts Payable – 08/16/2016</b> |            |                                |                   |
| 229 BRIDGE LLC                               | 53.28      | INTERWATER FARMS INC           | 282.00            |
| ACE HARDWARE                                 | 2,453.43   | JACK DOHENY SUPPLIES INC       | 662.33            |
| ALL-PHASE ELECTRIC SUPPLY CO.                | 201.68     | KSS ENTERPRISES                | 2,811.80          |
| AMERICAN WASTE INC.                          | 4,976.46   | LAKE FOREST BAKING COMPANY     | 271.00            |
| ARCADIA BENEFITS GROUP INC                   | 25.00      | LIVE FROM CHARLEVOIX INC       | 5,000.00          |
| ARCHAMBAULT, JON                             | 600.00     | LOTTIE'S BAGELS                | 144.00            |
| ASPLUNDH TREE EXPERT CO                      | 6,735.00   | LYNCH, BRANDON                 | 36.00             |
| AT YOUR SERVICE PLUS INC                     | 230.00     | MCCARDEL CULLIGAN-PETOSKEY     | 50.00             |
| AUTO VALUE                                   | 1,374.62   | MDC CONTRACTING LLC            | 327,805.86        |
| AVFUEL CORPORATION                           | 39,009.85  | MICHIGAN MUSHROOM MARKET LLC   | 35.00             |
| B & L SOUND INC                              | 44.99      | MICHIGAN OFFICEWAYS INC        | 2,084.21          |
| BEIJO DE CHOCOLAT LLC                        | 25.00      | MICHIGAN WATER ENV ASSOC       | 270.00            |
| BERG, REBECCA                                | 160.00     | MILAN, JANE                    | 50.07             |
| BOSS, LINDA K.                               | 810.00     | MITCHELL GRAPHICS INC.         | 2,046.00          |
| BRADFORD'S                                   | 61.75      | NAPONT, MARILYN                | 75.00             |
| CARQUEST OF CHARLEVOIX                       | 1,211.88   | NORTH COUNTRY CRITTERS         | 43.00             |
| CENTRAL LAKE ARMOR EXPRESS                   | 509.00     | NORTHERN CREDIT BUREAU         | 284.84            |
| CHARLEVOIX AREA CHAMBER                      | 70.00      | NORTHERN LIGHTS FAMILY         | 470.00            |
| CHARLEVOIX PARTNERS FOR YOUTH                | 5,421.37   | NORTHERN MICHIGAN REVIEW INC.  | 835.00            |
| CHARLEVOIX SCREEN MASTERS INC                | 781.75     | NORWOOD FARM LLC               | 10.00             |
| CHARTER COMMUNICATIONS                       | 1,084.32   | OLD DOMINION BRUSH             | 57.97             |
| CHEMICAL SYSTEMS INC.                        | 1,952.00   | PERFORMANCE ENGINEERS INC      | 9,524.25          |
| CINTAS CORPORATION                           | 129.95     | POND HILL FARM LLC             | 280.00            |
| CINTAS CORPORATION #729                      | 114.93     | POWER LINE SUPPLY              | 809.75            |
| CITY OF CHARLEVOIX - MISC                    | 6,190.07   | PRO WEB MARKETING LLC          | 80.00             |
| CITY OF CHARLEVOIX - UTILITIES               | 38,030.17  | PROVIDENCE FARM LLC            | 363.00            |
| CLARK, CHELSEA                               | 75.00      | R & R PRODUCTS INC             | 392.21            |
| COCA-COLA REFRESHMENTS                       | 503.62     | RANGE TELECOMMUNICATIONS       | 163.20            |
| COOK FAMILY FARMS                            | 49.00      | RAYMER                         | 27,525.00         |
| DHASELEER, CARL                              | 169.00     | RESCO                          | 202.80            |
| DITCH WITCH SALES OF MICHIGAN                | 192.16     | ROAD WEASEL ENTERPRISES LLC    | 37.00             |
| DORNBOSS SIGN INC.                           | 42.59      | ROCKY TOP FARMS                | 29.00             |
| EATON CORPORATION                            | 1,161.93   | RUSTIC BAKER                   | 26.00             |
| ELLSWORTH FARMER'S EXCHANGE                  | 1,601.42   | SEARS COMMERCIAL ONE           | 749.97            |
| EMERGENCY MEDICAL PRODUCTS INC               | 251.07     | SECURITY SANITATION INC.       | 285.00            |
| ENMET CORP                                   | 608.92     | SHINDORF BUILDERS              | 1,023.00          |
| ETNA SUPPLY                                  | 7,904.50   | SHORELINE POWER SERVICES INC.  | 4,533.00          |
| FAMILY FARM & HOME                           | 249.65     | SIEGRIST, DAVID                | 43.00             |
| FARMER WHITE'S                               | 260.00     | SMOKE ON THE WATER             | 64.00             |
| FASTENAL COMPANY                             | 43.96      | SORIANO JR, ALFREDO            | 163.00            |
| FISHER, TANNER                               | 75.00      | SPARTAN DISTRIBUTORS INC       | 226.22            |
| FREEDOM MAILING SERVICES INC.                | 2,275.43   | SPARTAN STORES LLC             | 110.50            |
| GELDERBLUM, PAUL                             | 25.00      | SPEIGL, AMY                    | 75.00             |
| GERBER HOMEMADE SWEETS                       | 47.00      | SPICER GROUP INC               | 1,350.00          |
| GINOP SALES INC                              | 62.99      | STATE OF MICHIGAN              | 336.28            |
| GOLDING, JOYCE                               | 170.06     | STATE OF MICHIGAN              | 260.00            |
| GOLOVICH, RENEE                              | 65.00      | STATE OF MICHIGAN              | 70.00             |
| GORDON FOOD SERVICE                          | 37.98      | SYN-TECH SYSTEMS INC.          | 625.00            |
| GREAT LAKES PIPE & SUPPLY                    | 170.11     | SYSTEMS SPECIALISTS INC        | 200.00            |
| GRIFFIN BEVERAGE CO                          | 40.00      | TROMBONES PLUS                 | 1,000.00          |
| GUNTZVILLER, RHONDA                          | 192.00     | TWO ACRE FARM LLC              | 306.00            |
| HACH COMPANY                                 | 791.06     | UP NORTH PROPERTY SERVICES LLC | 8,250.50          |
| HART II, DELBERT W.                          | 183.00     | UPPER CASE PRINTING INK.       | 240.35            |
| HEP'S HOMEMAKED GRANOLA                      | 26.00      | USA BLUE BOOK                  | 380.46            |
| HERZOG ELECTRIC                              | 432.88     | VILLAGE GRAPHICS INC.          | 67.50             |
| HEYDLAUFF, MARK L                            | 204.35     | WAGNER, JODI                   | 162.00            |
| HODGE, MICHAEL J.                            | 48.00      | WEATHERVANE TERRACE INN        | 5,689.12          |
| HYDE SERVICES LLC                            | 9.44       | WORK & PLAY SHOP               | 92.61             |
| HYDRO CORP                                   | 515.00     |                                |                   |
| IDEXX DISTRIBUTION INC.                      | 202.06     | <b>TOTAL</b>                   | <b>540,000.48</b> |

**ACH Payments – 08/01/2016 to 08/12/2016**

|                           |           |                               |                   |
|---------------------------|-----------|-------------------------------|-------------------|
| MI PUBLIC POWER AGENCY    | 28,045.30 | ALERUS FINANCIAL (HCSP)       | 420.00            |
| PAYMENT SERVICE NETWORK   | 232.10    | STATE OF MI (WITHHOLDING TAX) | 5,388.45          |
| MI PUBLIC POWER AGENCY    | 28,963.05 | VANTAGEPOINT (401 ICMA PLAN)  | 699.94            |
| DTE ENERGY                | 1,394.33  | VANTAGEPOINT (457 ICMA PLAN)  | 12,495.47         |
| STATE OF MI (SALES TAX)   | 25,447.55 | VANTAGEPOINT (ROTH IRA)       | 721.53            |
| IRS (PAYROLL TAX DEPOSIT) | 37,246.37 | <b>TOTAL</b>                  | <b>141,054.09</b> |

**Payroll Net Pay – Pay Period Ending 08/06/2016 (Paid 08/12/2016)**

|                           |          |                           |          |
|---------------------------|----------|---------------------------|----------|
| WELLER, LINDA JO          | 1,481.57 | SMITH, ALEXIS M.          | 382.21   |
| HEYDLAUFF, MARK L.        | 2,402.53 | ALDEN, CAMDEN D.          | 410.75   |
| GOLDING, JOYCE M.         | 1,082.62 | MUMICH, BARRY J.          | 576.88   |
| DEROSIA, PATRICIA E.      | 894.15   | SKROCKI, JACOB D.         | 233.57   |
| LOY, EVELYN R.            | 1,029.15 | DEYOUNG III, OLIVER A.    | 412.40   |
| KLOOSTER, ALIDA K.        | 1,750.97 | KIBLER, RYLEE A.          | 406.82   |
| GOLOVICH, KAREN J.        | 960.42   | HESS, ISABEL L.           | 547.27   |
| SPENCLEY, PATRICIA L.     | 1,348.27 | KIRINOVIC, THOMAS F.      | 631.77   |
| PANOFF, ZACHARY R.        | 1,180.04 | STEBE, LAURA A.           | 93.50    |
| MILLER, FAITH G.          | 45.17    | BITELY, KATHERINE A.      | 386.70   |
| LEESE, MERRIC.            | 389.77   | MILAN, JANE E.            | 951.84   |
| MCGINN, KELLY A.          | 1,492.91 | KIRINOVIC, CHANDLER E.    | 534.11   |
| JONES, JANET M.           | 486.96   | BERNIER, RACHEL M.        | 579.60   |
| DOAN, GERARD P.           | 1,558.33 | MACGILLIVRAY, RAYMOND L.  | 581.54   |
| SCHLAPPI, JAMES L.        | 1,144.10 | SABSOOK, SARA E.          | 561.61   |
| UMULIS, MATTHEW T.        | 1,269.64 | RAMSEY, BURKE H.          | 73.24    |
| HANKINS, SCOTT A.         | 1,494.68 | CRANDELL, ZACKARY R.      | 283.03   |
| ORBAN, BARBARA K.         | 1,129.67 | PARKER-DROST, HERO        | 534.52   |
| TRAEGER, JASON A.         | 4.61     | HOLECHECK, JENNACA R.     | 584.43   |
| FLICKEMA, ANDREW M.       | 1,703.59 | HEID, THOMAS J            | 1,272.04 |
| MATELSKI, KIMBERLY A.     | 1,118.59 | LEESE, ALAN K.            | 534.04   |
| EVANS JR, HALBERT K.      | 1,468.90 | GRUNCH, RONALD J.         | 245.63   |
| KLOOSTER, PATRICK H.      | 873.53   | DAVIS, RONALD L.          | 233.45   |
| BEARINGER, ASHLEY L.      | 726.74   | FAIRCHILD, GALEN W.       | 289.67   |
| ENGSTROM, TYLER A.        | 645.52   | DAKROUB, JOSEPH E.        | 326.32   |
| GROSBERG, ASHLEY M.       | 522.06   | MASSON, DONALD J.         | 649.72   |
| VANLOO, JORDAN C.         | 772.05   | KUSINA, DENNIS W.         | 243.37   |
| GREENE, GLORIA C.         | 571.76   | LABLANCE, MAUREEN J.      | 201.25   |
| DAVIS, LEAH R.            | 612.33   | GLOWNEY, TRAVIS T.        | 244.89   |
| TELGENHOF, WILL G.        | 637.54   | MYER, ELIZABETH A.        | 1,881.11 |
| WILLIAMS, BRANDON S.      | 473.60   | VANLOO, JOSEPH G.         | 806.78   |
| GREYERBIEHL, KELLY M.     | 601.00   | WYMAN, MATTHEW A.         | 1,171.37 |
| ROLOFF, ROBERT P.         | 1,674.13 | SCHRADER, LOU ANN         | 639.18   |
| RILEY, DENISE M.          | 476.77   | BOSS, RYDER S.            | 909.44   |
| WURST, RANDALL W.         | 1,510.10 | MILLER, WILLIAM S.        | 1,353.77 |
| MAYER, SHELLEY L.         | 2,011.01 | HOUSER, JAMES F.          | 493.51   |
| HILLING, NICHOLAS A.      | 1,156.26 | BEAN, PETER J.            | 497.11   |
| MEIER III, CHARLES A.     | 1,440.69 | DROST, PATRICIA A.        | 92.50    |
| ZACHARIAS, STEVEN B.      | 1,935.11 | CARLSON, JOANNE E.        | 95.00    |
| EATON, BRAD A.            | 1,962.33 | COLT, JUDITH C.           | 85.00    |
| WILSON, TIMOTHY J.        | 2,463.24 | FRANCIS, CATHERINE A.     | 90.00    |
| LAVOIE, RICHARD L.        | 1,650.17 | HUNTLEY, ROSALYNN R.      | 105.00   |
| STEVENS, BRANDON C.       | 1,886.03 | LALONDE, SANDRA L.        | 95.00    |
| DRAVES, MARTIN J.         | 1,803.73 | GORDON, JUDITH A.         | 90.00    |
| BROWN, STEPHANIE C.       | 816.21   | BASEY, HEATHER N.         | 95.00    |
| SOMERVILLE, DAVID A.      | 1,241.69 | VILLERMAIN-SHEA, MICHELLE | 95.00    |
| ELLIOTT, PATRICK M.       | 1,961.36 | GERBER, SAMUEL A.         | 18.47    |
| SCHWARTZFISHER, JOSEPH L. | 1,340.45 | KLINGER, LUCAS D.         | 640.99   |
| BRADLEY, KELLY R.         | 1,635.71 | KLINGER, BRADLEY W.       | 436.52   |
| HART II, DELBERT W.       | 1,560.85 | WILLIAMS, SYDNEY K.       | 587.04   |
| JONES, ROBERT F.          | 1,366.17 | SWEM, DONALD L.           | 1,833.27 |
| DORAN, JUSTIN J.          | 1,512.55 | WHITLEY, ANDREW T.        | 1,540.34 |
| MANKER JR, DAVID W.       | 508.66   | MORRISON, KEVIN P.        | 1,002.35 |
| MANKER SR, DAVID W.       | 757.76   | HODGE, MICHAEL J.         | 1,313.19 |
| BECKER, MICHAEL S.        | 697.35   | JOHNSON, STEVEN P.        | 1,218.13 |
| SHEPARD, ZACHARY N.       | 454.45   | BISHAW, JAMES H.          | 756.64   |
| MCGHEE, ROBERT R.         | 1,037.85 | PETERS, MEGAN M.          | 641.49   |
| STANTS, JACOB W.          | 695.98   | MILAN, BAC P.             | 294.95   |
| BLOOMER, GABRIELLE J.     | 439.48   | LABELLE, DAVIS B.         | 29.44    |
| STEWART, SAMUEL D.        | 537.40   | GILL, DAVID R.            | 1,225.13 |

|                     |        |                     |                   |
|---------------------|--------|---------------------|-------------------|
| TODD, RICHARD D.    | 284.05 | PICOTTE, DIANE M.   | 95.00             |
| RUDOLPH, JOELLEN B. | 178.50 | LALEWICZ, AMELIA M. | 92.50             |
| LEFT, LILLIAN M.    | 95.00  | CIUK, JULIA A.      | 85.00             |
| BUDAY, JOAN E.      | 145.00 | OCHS, GRACE L.      | 55.00             |
| STEPHAN, MARY ANN   | 55.00  |                     |                   |
| CAMPBELL, KAREN L.  | 201.25 | <b>TOTAL</b>        | <b>102,831.45</b> |

**Payroll Transmittal – 08/12/2016**

|                       |          |                               |                 |
|-----------------------|----------|-------------------------------|-----------------|
| 4FRONT CREDIT UNION   | 228.46   | COMMUNICATION WORKERS OF AMER | 509.29          |
| AMERICAN FAMILY LIFE  | 166.74   | MI STATE DISBURSEMENT UNIT    | 401.83          |
| AMERICAN FAMILY LIFE  | 379.74   | POLICE OFFICERS LABOR COUNCIL | 201.00          |
| CHAR EM UNITED WAY    | 56.00    | PRIORITY HEALTH               | 1,960.77        |
| CHARLEVOIX STATE BANK | 1,286.16 |                               |                 |
| CHEMICAL BANK         | 150.00   | <b>TOTAL</b>                  | <b>5,339.99</b> |

**Tax Disbursement – 08/16/2016**

|                             |            |                                |                     |
|-----------------------------|------------|--------------------------------|---------------------|
| BECK HOSPITALITY INC        | 1,847.71   | CHARLEVOIX STATE BANK          | 1,886.50            |
| CHARLEVOIX COUNTY TREASURER | 243.11     | CITY OF CHARLEVOIX - TAXES DUE | 374,676.35          |
| CHARLEVOIX COUNTY TREASURER | 423,972.48 | CITY OF CHARLEVOIX/IDDA        | 298,857.20          |
| CHARLEVOIX PUBLIC SCHOOLS   | 562,227.20 | GARNER, MELISSA                | 204.40              |
| CHARLEVOIX PUBLIC SCHOOLS   | 82,355.95  | HOGAN, H MICHAEL               | 36.00               |
| CHARLEVOIX PUBLIC SCHOOLS   | 8,657.50   | STATE OF MICHIGAN              | 634.20              |
| CHARLEVOIX PUBLIC SCHOOLS   | 12,484.47  | <b>TOTAL</b>                   | <b>1,768,083.07</b> |

**CITY OF CHARLEVOIX  
SPECIAL CITY COUNCIL MEETING MINUTES  
Tuesday, August 23, 2016 – 6:00 p.m.**

210 State Street, City Hall, Council Chambers, Charlevoix, MI

The meeting was called to order at 6:00 p.m. by Mayor Gabe Campbell.

**1. Pledge of Allegiance**

**2. Roll Call**

Mayor: Gabe Campbell  
Members Present: Councilmembers Shane Cole, Shirley Gibson, Aaron Hagen, Luther Kurtz, Leon Perron, Bill Supernaw  
Members Absent: None  
City Manager: Mark Heydlauff  
City Clerk: Joyce Golding

**3. Presentations**

None.

**4. Inquiry Regarding Conflicts of Interest**

None.

**5. Consent Agenda**

None.

**6. Public Hearings & Actions Requiring Public Hearings**

None.

**7. All Other Actions & Requests**

**A. Proposal Presentations: Public Service Facility Conceptual Design**

City Manager Heydlauff recalled that the City received 10 proposals for the service of site selection, needs analysis, and conceptual design for a new public services facility that would combine the DPW and Electric Department facilities. He stated that Electric Superintendent Swem, DPW Superintendent Elliott, and himself reviewed the proposals and selected the top four to make a personal presentation to Council.

Each of the candidates described their firm's background, business partners and qualifications. Candidates cited several examples of past projects and described their key features as well as the project process itself. Council's questions were answered. The four presentations included:

- Environment Architects – Ray Kendra and Scott Jozwiak
- John Dziurman Architects Ltd – John Dziurman and Brad Funkhouser
- Northwest Design Group – Lucas Porath, Rob Atkins, and Ed Hunt
- Straub Pettitt & Yaste/Beckett & Raeder – Stuart Pettitt and Tim Knutsen

**B. Council Discussion and Action to Award Bid**

Both Superintendent Swem and Elliott felt that each of the firms could perform equally as well and stated that they did not have a clear favorite. City Manager Heydlauff agreed and added his comments on the merits of each.

Council deliberated and John Dziurman along with Northwest Design Group proved to be the favorites. They agreed that their preference would be to award the contract to a local firm if possible. Discussion continued regarding the availability of financing or grant funding, the full scope of the project, budget contingencies, and preliminary research regarding site selection.

Mayor Campbell opened the item to public comment.

Greg Stevens, 2<sup>nd</sup> Ward, preferred John Dziurman and discussed his interpretation of the 20% contingency.

Bob Timms, 1<sup>st</sup> Ward, asked several questions regarding the project and City Manager Heydlauff answered.

The item was closed to the public.

Motion by Councilmember Supernaw, second by Councilmember Cole, to direct the City Manager to sign the agreement with Northwest Design Group at a fee of \$17,500.

Yeas: Kurtz, Perron, Gibson, Cole, Supernaw, Hagen

Nays: None  
Absent: None

C. Bridge Drop Fundraising Event

City Manager Heydlauff stated that normally special events in the park are not brought to Council for consideration but he wanted to bring this one since this was a new event and included a charitable gaming component. The Bridge Drop Committee would like to hold a "camel race" fundraising event using wooden camels in Bridge Park.

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

Motion by Councilmember Gibson, second by Councilmember Kurtz, to authorize the use of Robert Bridge Memorial Park for the Bridge Drop Camel Race on September 24, 2016.

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

**8. Reports & Communications**

A. Public Comments

None.

B. City Manager Comments

None.

C. Mayor & Council Comments

Councilmember Supernaw confirmed that letters were going out regarding the location of campaign signs. City Manager Heydlauff responded that this was normal practice.

**9. Other Council Business**

Councilmember Cole stated that in light of an article in the newspaper and several phone calls he received regarding EMS Director Roloff's salary and on-call pay, he would like to request an external audit. He noted that "Bob does an awesome job and I don't want it to be construed that something is wrong". He agreed with City Manager Heydlauff's suggestion of a "double-check" approach. Councilmember Gibson indicated that she received phone calls as well and agreed with Councilmember Cole. City Manager Heydlauff will provide Council with further information at the September 6<sup>th</sup> meeting.

**10. Adjourn**

Motion by Councilmember Kurtz, second by Councilmember Hagen to adjourn. Motion passed by unanimous voice vote. Council adjourned at 8:02 p.m.

---

Joyce M. Golding

City Clerk

Gabe Campbell

Mayor

| Check Number      | Payee                          | Amount    |
|-------------------|--------------------------------|-----------|
| <b>08/23/2016</b> |                                |           |
| 117737            | AT&T                           | 2,416.06  |
| 117738            | AT&T LONG DISTANCE             | 130.15    |
| 117739            | AT&T MOBILITY                  | 90.09     |
| 117740            | CHARLEVOIX STATE BANK          | 6,807.39  |
| 117741            | CHARLEVOIX TOWNSHIP            | 15.23     |
| 117742            | CHARTER COMMUNICATIONS         | 805.37    |
| 117743            | DELTA DENTAL                   | 3,788.21  |
| 117744            | FEDERAL AVIATION ADMINISTRATIO | 6,230.08  |
| 117745            | GREAT LAKES ENERGY             | 198.42    |
| 117746            | METLIFE SMALL BUSINESS CENTER  | 727.93    |
| 117747            | PRIORITY HEALTH                | 39,508.34 |
| 117748            | VERIZON WIRELESS               | 56.72     |
| 117749            | VISION SERVICE PLAN            | 489.49    |
| Total 08/23/2016: |                                | 61,263.48 |
| Grand Totals:     |                                | 61,263.48 |

**Summary of Check Registers & ACH Payments**

**FIRSTMERIT BANK - CHECKS ISSUED**

|                          |                              |                      |
|--------------------------|------------------------------|----------------------|
| 08/23/16                 | Special Accounts Payable Run | \$ 61,263.48         |
| 08/26/16                 | Payroll                      | \$ 115,967.53        |
| 08/26/16                 | Payroll Transmittal Checks   | \$ 5,138.99          |
| 09/07/16                 | Regular Accounts Payable     | \$ 383,619.46        |
| <b>Checks Sub-Total:</b> |                              | <b>\$ 565,989.46</b> |

**FIRSTMERIT BANK - ACH/WIRE PAYMENTS**

|                       |                               |                      |
|-----------------------|-------------------------------|----------------------|
| 08/15/16              | MI Public Power Agency        | \$ 67,852.27         |
| 08/22/16              | MI Public Power Agency        | \$ 24,647.95         |
| 08/25/16              | MI Public Power Agency        | \$ 266,061.52        |
| 08/26/16              | IRS (Payroll Tax Deposit)     | \$ 44,557.98         |
| 08/26/16              | Alerus Financial (HCSP)       | \$ 420.00            |
| 08/26/16              | State of MI (Withholding Tax) | \$ 6,392.35          |
| 08/26/16              | Vantagepoint (401 ICMA Plan)  | \$ 699.94            |
| 08/26/16              | Vantagepoint (457 ICMA Plan)  | \$ 12,814.84         |
| 08/26/16              | Vantagepoint (Roth IRA)       | \$ 721.53            |
| 08/26/16              | MERS (Defined Benefit Plan)   | \$ 28,838.44         |
| 08/29/16              | MI Public Power Agency        | \$ 18,852.76         |
| <b>ACH Sub-Total:</b> |                               | <b>\$ 471,859.58</b> |

**First Merit Bank Total: \$ 1,037,849.04**

**CHARLEVOIX STATE BANK - CHECKS ISSUED**

|  |                  |                        |
|--|------------------|------------------------|
| <small>(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)</small> |                  |                        |
| 09/07/16   | Tax Disbursement | \$ 3,016,991.53        |
| <b>Charlevoix State Bank Total:</b>                                      |                  | <b>\$ 3,016,991.53</b> |

**Grand Total: \$ 4,054,840.57**

APPROVED:

  
CITY MANAGER

  
CITY TREASURER

\_\_\_\_\_  
CITY CLERK

| Pay Period Date | Journal Code | Check Issue Date | Check Number | Payee                 | Emp ID | Description | Amount   |
|-----------------|--------------|------------------|--------------|-----------------------|--------|-------------|----------|
| 08/20/2016      | PC           | 08/26/2016       | 21957        | WELLER, LINDA JO      | 101    |             | 1,481.57 |
| 08/20/2016      | PC           | 08/26/2016       | 21958        | HEYDLAUFF, MARK L.    | 102    |             | 2,118.59 |
| 08/20/2016      | PC           | 08/26/2016       | 21959        | GOLDING, JOYCE M.     | 106    |             | 1,082.62 |
| 08/20/2016      | PC           | 08/26/2016       | 21960        | DEROSIA, PATRICIA E.  | 107    |             | 894.15   |
| 08/20/2016      | PC           | 08/26/2016       | 21961        | LOY, EVELYN R.        | 117    |             | 1,029.15 |
| 08/20/2016      | PC           | 08/26/2016       | 21962        | KLOOSTER, ALIDA K.    | 121    |             | 1,554.10 |
| 08/20/2016      | PC           | 08/26/2016       | 21963        | GOLOVICH, KAREN J.    | 122    |             | 960.42   |
| 08/20/2016      | PC           | 08/26/2016       | 21964        | SPENCLEY, PATRICIA L. | 136    |             | 1,166.97 |
| 08/20/2016      | PC           | 08/26/2016       | 21965        | PANOFF, ZACHARY R.    | 141    |             | 1,180.04 |
| 08/20/2016      | PC           | 08/26/2016       | 21966        | MILLER, FAITH G.      | 142    |             | 34.41    |
| 08/20/2016      | PC           | 08/26/2016       | 21967        | LEESE, MERRI C.       | 145    |             | 310.49   |
| 08/20/2016      | PC           | 08/26/2016       | 21968        | MCGINN, KELLY A.      | 146    |             | 1,492.91 |
| 08/20/2016      | PC           | 08/26/2016       | 21969        | JONES, JANET M.       | 148    |             | 486.96   |
| 08/20/2016      | PC           | 08/26/2016       | 21970        | DOAN, GERARD P.       | 201    |             | 1,558.33 |
| 08/20/2016      | PC           | 08/26/2016       | 21971        | SCHLAPPI, JAMES L.    | 204    |             | 1,348.01 |
| 08/20/2016      | PC           | 08/26/2016       | 21972        | UMULIS, MATTHEW T.    | 205    |             | 1,232.17 |
| 08/20/2016      | PC           | 08/26/2016       | 21973        | HANKINS, SCOTT A.     | 208    |             | 1,926.41 |
| 08/20/2016      | PC           | 08/26/2016       | 21974        | ORBAN, BARBARA K.     | 209    |             | 1,168.13 |
| 08/20/2016      | PC           | 08/26/2016       | 21975        | TRAEGER, JASON A.     | 210    |             | 2.67     |
| 08/20/2016      | PC           | 08/26/2016       | 21976        | FLICKEMA, ANDREW M.   | 211    |             | 1,696.75 |
| 08/20/2016      | PC           | 08/26/2016       | 21977        | MATELSKI, KIMBERLY A. | 212    |             | 1,118.59 |
| 08/20/2016      | PC           | 08/26/2016       | 21978        | EVANS JR, HALBERT K.  | 214    |             | 1,468.90 |
| 08/20/2016      | PC           | 08/26/2016       | 21979        | KLOOSTER, PATRICK H.  | 216    |             | 745.12   |
| 08/20/2016      | PC           | 08/26/2016       | 21980        | BEARINGER, ASHLEY L.  | 222    |             | 849.54   |
| 08/20/2016      | PC           | 08/26/2016       | 21981        | ENGSTROM, TYLER A.    | 225    |             | 645.52   |
| 08/20/2016      | PC           | 08/26/2016       | 21982        | GROSBERG, ASHLEY M.   | 226    |             | 183.59   |
| 08/20/2016      | PC           | 08/26/2016       | 21983        | VANLOO, JORDAN C.     | 239    |             | 864.16   |
| 08/20/2016      | PC           | 08/26/2016       | 21984        | GREENE, GLORIA C.     | 243    |             | 571.76   |
| 08/20/2016      | PC           | 08/26/2016       | 21985        | DAVIS, LEAH R.        | 245    |             | 571.76   |
| 08/20/2016      | PC           | 08/26/2016       | 21986        | TELGENHOF, WILL G.    | 246    |             | 571.76   |
| 08/20/2016      | PC           | 08/26/2016       | 21987        | WILLIAMS, BRANDON S.  | 248    |             | 452.51   |
| 08/20/2016      | PC           | 08/26/2016       | 21988        | GREYERBIEHL, KELLY M. | 260    |             | 601.00   |
| 08/20/2016      | PC           | 08/26/2016       | 21989        | ROLOFF, ROBERT P.     | 304    |             | 5,754.05 |
| 08/20/2016      | PC           | 08/26/2016       | 21990        | RILEY, DENISE M.      | 306    |             | 377.91   |
| 08/20/2016      | PC           | 08/26/2016       | 21991        | WURST, RANDALL W.     | 411    |             | 1,534.74 |
| 08/20/2016      | PC           | 08/26/2016       | 21992        | MAYER, SHELLEY L.     | 412    |             | 1,589.95 |
| 08/20/2016      | PC           | 08/26/2016       | 21993        | HILLING, NICHOLAS A.  | 413    |             | 1,733.06 |
| 08/20/2016      | PC           | 08/26/2016       | 21994        | MEIER III, CHARLES A. | 421    |             | 1,987.67 |
| 08/20/2016      | PC           | 08/26/2016       | 21995        | ZACHARIAS, STEVEN B.  | 422    |             | 1,642.15 |
| 08/20/2016      | PC           | 08/26/2016       | 21996        | EATON, BRAD A.        | 515    |             | 2,108.59 |
| 08/20/2016      | PC           | 08/26/2016       | 21997        | WILSON, TIMOTHY J.    | 516    |             | 2,259.30 |
| 08/20/2016      | PC           | 08/26/2016       | 21998        | LAVOIE, RICHARD L.    | 519    |             | 1,571.72 |
| 08/20/2016      | PC           | 08/26/2016       | 21999        | STEVENS, BRANDON C.   | 521    |             | 2,096.95 |
| 08/20/2016      | PC           | 08/26/2016       | 22000        | DRAVES, MARTIN J.     | 523    |             | 1,558.64 |
| 08/20/2016      | PC           | 08/26/2016       | 22001        | BROWN, STEPHANIE C.   | 524    |             | 1,020.24 |
| 08/20/2016      | PC           | 08/26/2016       | 22002        | SOMERVILLE, DAVID A.  | 525    |             | 1,226.07 |
| 08/20/2016      | PC           | 08/26/2016       | 22003        | ELLIOTT, PATRICK M.   | 600    |             | 1,961.37 |
| 08/20/2016      | PC           | 08/26/2016       | 22004        | SCHWARTZFISHER, JOS   | 603    |             | 1,146.98 |
| 08/20/2016      | PC           | 08/26/2016       | 22005        | BRADLEY, KELLY R.     | 614    |             | 1,373.35 |
| 08/20/2016      | PC           | 08/26/2016       | 22006        | HART II, DELBERT W.   | 616    |             | 1,691.67 |
| 08/20/2016      | PC           | 08/26/2016       | 22007        | JONES, ROBERT F.      | 618    |             | 1,283.58 |
| 08/20/2016      | PC           | 08/26/2016       | 22008        | DORAN, JUSTIN J.      | 621    |             | 1,517.90 |
| 08/20/2016      | PC           | 08/26/2016       | 22009        | MANKER JR, DAVID W.   | 638    |             | 508.66   |
| 08/20/2016      | PC           | 08/26/2016       | 22010        | MANKER SR, DAVID W.   | 639    |             | 667.56   |
| 08/20/2016      | PC           | 08/26/2016       | 22011        | BECKER, MICHAEL S.    | 641    |             | 674.52   |
| 08/20/2016      | PC           | 08/26/2016       | 22012        | SHEPARD, ZACHARY N.   | 656    |             | 479.84   |
| 08/20/2016      | PC           | 08/26/2016       | 22013        | MCGHEE, ROBERT R.     | 663    |             | 1,049.92 |

| Pay Period Date | Journal Code | Check Issue Date | Check Number | Payee                 | Emp ID | Description | Amount   |
|-----------------|--------------|------------------|--------------|-----------------------|--------|-------------|----------|
| 08/20/2016      | PC           | 08/26/2016       | 22014        | STANTS, JACOB W.      | 664    |             | 627.71   |
| 08/20/2016      | PC           | 08/26/2016       | 22015        | BLOOMER, GABRIELLE J. | 665    |             | 400.82   |
| 08/20/2016      | PC           | 08/26/2016       | 22016        | STEWART, SAMUEL D.    | 668    |             | 557.14   |
| 08/20/2016      | PC           | 08/26/2016       | 22017        | MUMICH, BARRY J.      | 671    |             | 440.36   |
| 08/20/2016      | PC           | 08/26/2016       | 22018        | KIBLER, RYLEE A.      | 677    |             | 452.51   |
| 08/20/2016      | PC           | 08/26/2016       | 22019        | HESS, ISABEL L.       | 678    |             | 324.96   |
| 08/20/2016      | PC           | 08/26/2016       | 22020        | KIRINOVIC, THOMAS F.  | 700    |             | 312.79   |
| 08/20/2016      | PC           | 08/26/2016       | 22021        | STEBE, LAURA A.       | 703    |             | 8.31     |
| 08/20/2016      | PC           | 08/26/2016       | 22022        | BITELY, KATHERINE A.  | 704    |             | 340.10   |
| 08/20/2016      | PC           | 08/26/2016       | 22023        | MILAN, JANE E.        | 711    |             | 589.46   |
| 08/20/2016      | PC           | 08/26/2016       | 22024        | KIRINOVIC, CHANDLER E | 717    |             | 226.07   |
| 08/20/2016      | PC           | 08/26/2016       | 22025        | BERNIER, RACHEL M.    | 718    |             | 359.99   |
| 08/20/2016      | PC           | 08/26/2016       | 22026        | MACGILLIVRAY, RAYMO   | 720    |             | 310.85   |
| 08/20/2016      | PC           | 08/26/2016       | 22027        | SABSOOK, SARA E.      | 721    |             | 315.14   |
| 08/20/2016      | PC           | 08/26/2016       | 22028        | CRANDELL, ZACKARY R.  | 753    |             | 228.26   |
| 08/20/2016      | PC           | 08/26/2016       | 22029        | PARKER-DROST, HERO    | 775    |             | 292.26   |
| 08/20/2016      | PC           | 08/26/2016       | 22030        | HOLECHECK, JENNACA    | 777    |             | 313.87   |
| 08/20/2016      | PC           | 08/26/2016       | 22031        | HEID, THOMAS J        | 802    |             | 1,272.04 |
| 08/20/2016      | PC           | 08/26/2016       | 22032        | LEESE, ALAN K.        | 835    |             | 479.84   |
| 08/20/2016      | PC           | 08/26/2016       | 22033        | GRUNCH, RONALD J.     | 844    |             | 310.49   |
| 08/20/2016      | PC           | 08/26/2016       | 22034        | DAVIS, RONALD L.      | 853    |             | 272.93   |
| 08/20/2016      | PC           | 08/26/2016       | 22035        | FAIRCHILD, GALEN W.   | 855    |             | 246.52   |
| 08/20/2016      | PC           | 08/26/2016       | 22036        | DAKROUB, JOSEPH E.    | 860    |             | 90.76    |
| 08/20/2016      | PC           | 08/26/2016       | 22037        | MASSON, DONALD J.     | 861    |             | 589.41   |
| 08/20/2016      | PC           | 08/26/2016       | 22038        | KUSINA, DENNIS W.     | 862    |             | 291.78   |
| 08/20/2016      | PC           | 08/26/2016       | 22039        | LABLANCE, MAUREEN J.  | 863    |             | 243.21   |
| 08/20/2016      | PC           | 08/26/2016       | 22040        | GLOWNEY, TRAVIS T.    | 865    |             | 221.47   |
| 08/20/2016      | PC           | 08/26/2016       | 22041        | MYER, ELIZABETH A.    | 900    |             | 1,653.03 |
| 08/20/2016      | PC           | 08/26/2016       | 22042        | VANLOO, JOSEPH G.     | 902    |             | 618.21   |
| 08/20/2016      | PC           | 08/26/2016       | 22043        | WYMAN, MATTHEW A.     | 927    |             | 1,061.72 |
| 08/20/2016      | PC           | 08/26/2016       | 22044        | SCHRADER, LOU ANN     | 929    |             | 384.49   |
| 08/20/2016      | PC           | 08/26/2016       | 22045        | BOSS, RYDER S.        | 932    |             | 735.65   |
| 08/20/2016      | PC           | 08/26/2016       | 22046        | MILLER, WILLIAM S.    | 933    |             | 1,180.53 |
| 08/20/2016      | PC           | 08/26/2016       | 22047        | HOUSER, JAMES F.      | 934    |             | 470.07   |
| 08/20/2016      | PC           | 08/26/2016       | 22048        | FUNKEY, KRAIG R.      | 1034   |             | 92.35    |
| 08/20/2016      | PC           | 08/26/2016       | 22049        | MEGGISON, JERRY B.    | 1036   |             | 282.36   |
| 08/20/2016      | PC           | 08/26/2016       | 22050        | RILEY, CASEY W.       | 1052   |             | 400.56   |
| 08/20/2016      | PC           | 08/26/2016       | 22051        | JONES, LARRY M.       | 1057   |             | 1,857.31 |
| 08/20/2016      | PC           | 08/26/2016       | 22052        | WILLSON, BRENDA R.    | 1059   |             | 920.20   |
| 08/20/2016      | PC           | 08/26/2016       | 22053        | BEAN, PETER J.        | 1060   |             | 1,854.07 |
| 08/20/2016      | PC           | 08/26/2016       | 22054        | FENNELL, DREW M.      | 1062   |             | 110.13   |
| 08/20/2016      | PC           | 08/26/2016       | 22055        | RILEY, REBECCA J.     | 1063   |             | 123.34   |
| 08/20/2016      | PC           | 08/26/2016       | 22056        | FAUSER, HOPE E.       | 1064   |             | 315.84   |
| 08/20/2016      | PC           | 08/26/2016       | 22057        | WHITLEY, TYLER J.     | 1065   |             | 92.51    |
| 08/20/2016      | PC           | 08/26/2016       | 22058        | OCHS, THOMAS F        | 1068   |             | 27.70    |
| 08/20/2016      | PC           | 08/26/2016       | 22059        | TRAVERS, MANUEL J.    | 1071   |             | 1,574.85 |
| 08/20/2016      | PC           | 08/26/2016       | 22060        | RILEY, DANIEL A.      | 1079   |             | 655.26   |
| 08/20/2016      | PC           | 08/26/2016       | 22061        | WOLLETZ, JOSHUA D.    | 1080   |             | 35.24    |
| 08/20/2016      | PC           | 08/26/2016       | 117711       | KLINGER, LUCAS D.     | 235    |             | 609.74   |
| 08/20/2016      | PC           | 08/26/2016       | 117712       | KLINGER, BRADLEY W.   | 244    |             | 368.89   |
| 08/20/2016      | PC           | 08/26/2016       | 117713       | WILLIAMS, SYDNEY K.   | 247    |             | 241.63   |
| 08/20/2016      | PC           | 08/26/2016       | 117714       | SWEM, DONALD L.       | 512    |             | 1,833.28 |
| 08/20/2016      | PC           | 08/26/2016       | 117715       | WHITLEY, ANDREW T.    | 522    |             | 1,758.25 |
| 08/20/2016      | PC           | 08/26/2016       | 117716       | MORRISON, KEVIN P.    | 601    |             | 1,154.75 |
| 08/20/2016      | PC           | 08/26/2016       | 117717       | HODGE, MICHAEL J.     | 606    |             | 1,252.30 |
| 08/20/2016      | PC           | 08/26/2016       | 117718       | JOHNSON, STEVEN P.    | 617    |             | 1,134.25 |
| 08/20/2016      | PC           | 08/26/2016       | 117719       | BISHAW, JAMES H.      | 633    |             | 663.23   |

| Pay Period Date | Journal Code | Check Issue Date | Check Number | Payee               | Emp ID | Description | Amount            |
|-----------------|--------------|------------------|--------------|---------------------|--------|-------------|-------------------|
| 08/20/2016      | PC           | 08/26/2016       | 117720       | PETERS, MEGAN M.    | 738    |             | 349.87            |
| 08/20/2016      | PC           | 08/26/2016       | 117721       | MILAN, BAC P.       | 740    |             | 232.90            |
| 08/20/2016      | PC           | 08/26/2016       | 117722       | LABELLE, DAVIS B.   | 778    |             | 47.10             |
| 08/20/2016      | PC           | 08/26/2016       | 117723       | GILL, DAVID R.      | 856    |             | 1,446.08          |
| 08/20/2016      | PC           | 08/26/2016       | 117724       | TODD, RICHARD D.    | 859    |             | 266.43            |
| 08/20/2016      | PC           | 08/26/2016       | 117725       | STEVENS, JEFFREY W. | 1028   |             | 783.67            |
| 08/20/2016      | PC           | 08/26/2016       | 117726       | ROLOFF, AUDREY M.   | 1037   |             | 4,290.21          |
| 08/20/2016      | PC           | 08/26/2016       | 117727       | MATTER, DAWSON K.   | 1038   |             | 4,586.80          |
| 08/20/2016      | PC           | 08/26/2016       | 117728       | SCOTT JR., WINFIELD | 1072   |             | 198.23            |
| Grand Totals:   |              |                  | <u>123</u>   |                     |        |             | <u>115,967.53</u> |

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## Report Criteria:

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

| Pay Period Date | Check Issue Date | Check Number | Payee                | Emp ID | Description                   | Amount   |
|-----------------|------------------|--------------|----------------------|--------|-------------------------------|----------|
| 08/20/2016      | 08/26/2016       | 117729       | 4FRONT CREDIT UNION  | 9024   | HSA-EMPLOYEE CONTRIB-4FR      | 228.46   |
| 08/20/2016      | 08/26/2016       | 117730       | AMERICAN FAMILY LIFE | 9011   | AMERICAN FAMILY LIFE-POST     | 166.74   |
| 08/20/2016      | 08/26/2016       | 117730       | AMERICAN FAMILY LIFE | 9011   | AMERICAN FAMILY LIFE-PRETA    | 379.74   |
| 08/20/2016      | 08/26/2016       | 117731       | CHAR EM UNITED WAY   | 9009   | UNITED WAY Pay Period: 8/20/2 | 56.00    |
| 08/20/2016      | 08/26/2016       | 117732       | CHARLEVOIX STATE BA  | 9017   | HSA - EMPLOYEE CONTRIB - C    | 1,286.16 |
| 08/20/2016      | 08/26/2016       | 117733       | CHEMICAL BANK        | 9018   | HSA - EMPLOYEE CONTRIB - C    | 150.00   |
| 08/20/2016      | 08/26/2016       | 117734       | COMMUNICATION WORK   | 9004   | CWA UNION DUES Pay Period:    | 509.29   |
| 08/20/2016      | 08/26/2016       | 117735       | MI STATE DISBURSEME  | 9012   | FRIEND OF THE COURT Pay P     | 401.83   |
| 08/20/2016      | 08/26/2016       | 117736       | PRIORITY HEALTH      | 392358 | PRIORITY HEALTH Pay Period:   | 1,960.77 |
| Grand Totals:   |                  | 9            |                      |        |                               | 5,138.99 |

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| Check Number      | Payee                         | Amount    |
|-------------------|-------------------------------|-----------|
| <b>09/07/2016</b> |                               |           |
| 117750            | ABRAMOWSKI, DWAIN M.          | 25.00     |
| 117751            | AIRGAS USA LLC                | 168.21    |
| 117752            | AIS CONSTRUCTION EQUIPMENT    | 157.95    |
| 117753            | ALL-PHASE ELECTRIC SUPPLY CO. | 1,070.02  |
| 117754            | AMERICAN LEGION AUXILLARY     | 140.00    |
| 117755            | AMERICAN WASTE INC.           | 83.16     |
| 117756            | APEX SOFTWARE                 | 235.00    |
| 117757            | ARCADIA BENEFITS GROUP INC    | 25.00     |
| 117758            | ARROW UNIFORM-TAYLOR L.L.C.   | 1,043.03  |
| 117759            | ASPLUNDH TREE EXPERT CO       | 13,470.00 |
| 117760            | AVFUEL CORPORATION            | 87,035.77 |
| 117761            | BARINGER, ROGER               | 160.00    |
| 117762            | BERG, REBECCA                 | 312.00    |
| 117763            | BITELY, KATHERINE A.          | 6.34      |
| 117764            | BLUE BOOK                     | 24.95     |
| 117765            | BLUE EARTH LABS LLC           | 1,346.22  |
| 117766            | BOB MATHERS FORD              | 16.50     |
| 117767            | BORTHS, JOE                   | 18.81     |
| 117768            | BOYNE AREA MEDICAL CENTER     | 100.00    |
| 117769            | BRADLEY, KELLY R.             | 14.00     |
| 117770            | CCP INDUSTRIES INC            | 406.33    |
| 117771            | CENTRAL DRUG STORE            | 27.47     |
| 117772            | CHARLEVOIX BOYS SOCCER CLUB   | 1,535.80  |
| 117773            | CHARLEVOIX GLASS INC.         | 202.90    |
| 117774            | CHARLEVOIX PEST CONTROL LLC   | 80.00     |
| 117775            | CHARLEVOIX SCREEN MASTERS INC | 744.75    |
| 117776            | CHARLEVOIX SEWER & DRAIN      | 135.00    |
| 117777            | CINTAS CORPORATION            | 159.67    |
| 117778            | CINTAS CORPORATION #729       | 118.20    |
| 117779            | CIRCLE K SERVICE              | 365.57    |
| 117780            | CLEAR WATER PLUMBING & HEATIN | 1,773.60  |
| 117781            | COACHING SYSTEMS LLC          | 109.99    |
| 117782            | COCA-COLA REFRESHMENTS        | 157.49    |
| 117783            | COMPASS MINERALS AMERICA      | 6,825.85  |
| 117784            | COOK FAMILY FARMS             | 217.00    |
| 117785            | DCASSESSING SERVICES          | 4,371.08  |
| 117786            | DeROSIA, PATTY                | 41.00     |
| 117787            | DEZURIK                       | 1,737.00  |
| 117788            | DHASELEER, CARL               | 147.00    |
| 117789            | DITCH WITCH SALES OF MICHIGAN | 106.17    |
| 117790            | DOAN, GERARD                  | 41.00     |
| 117791            | EAST JORDAN FAMILY HEALTH CTR | 126.00    |
| 117792            | EATON CORPORATION             | 1,502.72  |
| 117793            | EJ USA INC.                   | 1,042.88  |
| 117794            | ELLIOTT, PATRICK M.           | 108.40    |
| 117795            | ELLSWORTH FARMER'S EXCHANGE   | 367.08    |
| 117796            | EMERGENCY MEDICAL PRODUCTS I  | 115.52    |
| 117797            | ETNA SUPPLY                   | 4,030.71  |

| Check Number | Payee                          | Amount    |
|--------------|--------------------------------|-----------|
| 117798       | EVANS, HAL                     | 41.00     |
| 117799       | FARMER WHITE'S                 | 362.00    |
| 117800       | FASTENAL COMPANY               | 30.63     |
| 117801       | FERGUSON & CHAMBERLAIN         | 489.00    |
| 117802       | FISCHER, DAVID                 | 2.42      |
| 117803       | FISHER SCIENTIFIC              | 1,129.63  |
| 117804       | GELDERBLOM, PAUL               | 25.00     |
| 117805       | GERBER HOMEMADE SWEETS         | 96.00     |
| 117806       | GINOP SALES INC                | 430.06    |
| 117807       | GOLDING, JOYCE                 | 41.00     |
| 117808       | GOLOVICH, RENEE                | 14.00     |
| 117809       | GRAINGER                       | 318.00    |
| 117810       | GRP ENGINEERING INC.           | 220.23    |
| 117811       | GRULER'S FARM SUPPLY INC       | 138.24    |
| 117812       | GUNTZVILLER, RHONDA            | 309.00    |
| 117813       | HACH COMPANY                   | 743.78    |
| 117814       | HAND, DONALD                   | 220.00    |
| 117815       | HANKINS, SCOTT                 | 41.00     |
| 117816       | HARBOR HOUSE PUBLISHERS        | 325.00    |
| 117817       | HARRELL'S                      | 2,550.77  |
| 117818       | HART II, DELBERT W.            | 14.00     |
| 117819       | HARWOOD GOLD                   | 299.00    |
| 117820       | HEID, THOMAS J.                | 41.00     |
| 117821       | HEP'S HOMEBAKED GRANOLA        | 68.00     |
| 117822       | HEYDLAUFF, MARK L              | 41.00     |
| 117823       | HIMEBAUCH, MARC                | 75.00     |
| 117824       | HOGARTH'S PEST CONTROL INC.    | 225.00    |
| 117825       | HOLIDAY COMPANIES              | 5,791.26  |
| 117826       | HYDRODYNAMICS INC.             | 7,030.24  |
| 117827       | INTERWATER FARMS INC           | 588.00    |
| 117828       | J & B MEDICAL SUPPLY INC.      | 359.26    |
| 117829       | J & J GARAGE DOOR SERVICE INC. | 1,435.00  |
| 117830       | JACK DOHENY SUPPLIES INC       | 178.97    |
| 117831       | KIRINOVIC, THOMAS              | 41.00     |
| 117832       | KLOOSTER, ALIDA K.             | 41.00     |
| 117833       | KNAPHEIDE TRUCK EQUIPMENT      | 1,270.00  |
| 117834       | KSS ENTERPRISES                | 1,481.42  |
| 117835       | LAKE FOREST BAKING COMPANY     | 153.00    |
| 117836       | LAKESHORE TIRE & AUTO SERVICE  | 12.50     |
| 117837       | LANDSCAPE FORMS INC.           | 2,355.00  |
| 117838       | LOTTIE'S BAGELS                | 209.00    |
| 117839       | LUNDTEIGEN, GUNNAR             | 895.38    |
| 117840       | MATTHEWS, ELLEN W              | 13.22     |
| 117841       | MAYER, SHELLEY L.              | 41.00     |
| 117842       | McGINN, KELLY                  | 41.00     |
| 117843       | MCMASTER-CARR                  | 44.98     |
| 117844       | MICHANOWICZ, GENEVIEVE         | 34.50     |
| 117845       | MICHIGAN MUNICIPAL LEAGUE      | 18,813.00 |
| 117846       | MICHIGAN MUNICIPAL LEAGUE      | 193.20    |

| Check Number | Payee                         | Amount    |
|--------------|-------------------------------|-----------|
| 117847       | MICHIGAN MUSHROOM MARKET LLC  | 37.00     |
| 117848       | MICHIGAN RURAL WATER ASSN     | 450.00    |
| 117849       | MICHIGAN WATER ENV ASSOC      | 130.00    |
| 117850       | MILAN, JANE                   | 20.29     |
| 117851       | MITCHELL GRAPHICS INC.        | 268.00    |
| 117852       | MYER, ELIZABETH A.            | 266.00    |
| 117853       | NORTHERN BROADCAST INC.       | 1,399.44  |
| 117854       | NORTHERN FIRE & SAFETY INC.   | 377.00    |
| 117855       | NORTHERN PUMP & WELL          | 1,360.00  |
| 117856       | NORTHERN PUMP SERVICE INC.    | 370.00    |
| 117857       | NORTHERN SAFETY CO INC        | 207.04    |
| 117858       | NORTHWEST DESIGN GROUP        | 160.00    |
| 117859       | NORWOOD FARM LLC              | 51.00     |
| 117860       | OLD DOMINION BRUSH            | 681.62    |
| 117861       | OLESON'S FOOD STORES          | 1,575.93  |
| 117862       | OLSON BZDOK & HOWARD          | 2,139.00  |
| 117863       | ORVIS, FRANCES                | 3.15      |
| 117864       | OTEC                          | 286.75    |
| 117865       | PANOFF, ZACH                  | 41.00     |
| 117866       | PARASTAR INC.                 | 1,163.14  |
| 117867       | PERFORMANCE ENGINEERS INC     | 16,241.00 |
| 117868       | POND HILL FARM LLC            | 308.00    |
| 117869       | POWER LINE SUPPLY             | 1,880.44  |
| 117870       | PREFERRED WASTE 2 LLC         | 1,005.00  |
| 117871       | PREIN & NEWHOF                | 24,880.88 |
| 117872       | PRESTON FEATHER               | 316.09    |
| 117873       | PRO WEB MARKETING LLC         | 61.25     |
| 117874       | PROVIDENCE FARM LLC           | 130.00    |
| 117875       | QUICK CARE MEDICAL CENTER     | 80.00     |
| 117876       | RICK-BIDDICK, MICHELLE        | 2,846.39  |
| 117877       | ROAD WEASEL ENTERPRISES LLC   | 27.00     |
| 117878       | ROLOFF, ROBERT                | 41.00     |
| 117879       | ROYAL FARMS INC               | 44.00     |
| 117880       | RUSTIC BAKER                  | 33.00     |
| 117881       | SAUL, GINNIE                  | 100.00    |
| 117882       | SECURITY SANITATION INC.      | 95.00     |
| 117883       | SEVENSKI, KENNETH             | 30.69     |
| 117884       | SHINDORF BUILDERS             | 605.00    |
| 117885       | SIEGRIST, DAVID               | 69.00     |
| 117886       | SIGMA-ALDRICH RTC             | 101.50    |
| 117887       | SITE PLANNING DEVELOPMENT INC | 1,600.00  |
| 117888       | SKYDIVE HARBOR SPRINGS        | 528.00    |
| 117889       | SMOKE ON THE WATER            | 18.00     |
| 117890       | SPARTAN DISTRIBUTORS INC      | 540.19    |
| 117891       | STANLEY STEEMER OF NW MI INC  | 195.00    |
| 117892       | STATE OF MICHIGAN             | 216.00    |
| 117893       | STATE OF MICHIGAN             | 25.00     |
| 117894       | STORAGE BATTERY SYSTEMS LLC   | 4,831.00  |
| 117895       | SUTPHEN CORPORATION           | 1,400.00  |

| Check Number      | Payee                          | Amount                   |
|-------------------|--------------------------------|--------------------------|
| 117896            | SWEM, DONALD L.                | 41.00                    |
| 117897            | SYN-TECH SYSTEMS INC.          | 270.00                   |
| 117898            | SYSTEMS SPECIALISTS INC        | 350.00                   |
| 117899            | TEMPERATURE CONROL INC.        | 140.00                   |
| 117900            | THE BANK OF NEW YORK MELLON N. | 110,505.19               |
| 117901            | THIELEN TURF IRRIGATION INC    | 8,091.00                 |
| 117902            | TRUCK & TRAILER SPECIALTIES    | 63.40                    |
| 117903            | TWO ACRE FARM LLC              | 119.00                   |
| 117904            | UP NORTH PROPERTY SERVICES LL  | 8,863.50                 |
| 117905            | UPPER CASE PRINTING INK.       | 1,094.24                 |
| 117906            | VILLAGE GRAPHICS INC.          | 563.00                   |
| 117907            | WAGNER, JODI                   | 185.00                   |
| 117908            | WELLER, LINDA                  | 41.00                    |
| 117909            | WHITLEY, ANDREW                | 255.04                   |
| 117910            | WINNELL, CHARLES               | 2,250.00                 |
| 117911            | WORK & PLAY SHOP               | 100.47                   |
| 117912            | WURST, RANDALL W.              | 41.00                    |
| 117913            | WYMAN, MATTHEW A.              | 41.00                    |
| 117914            | ZIETZ, LONNY                   | 11.00                    |
| Total 09/07/2016: |                                | <u>383,619.46</u>        |
| Grand Totals:     |                                | <u><u>383,619.46</u></u> |

| Check Number      | Payee                        | Amount    |
|-------------------|------------------------------|-----------|
| <b>08/15/2016</b> |                              |           |
| 81516001          | MICHIGAN PUBLIC POWER AGENCY | 67,852.27 |
| Total 08/15/2016: |                              | 67,852.27 |
| Grand Totals:     |                              | 67,852.27 |

| Check Number      | Payee                        | Amount    |
|-------------------|------------------------------|-----------|
| <b>08/22/2016</b> |                              |           |
| 82216001          | MICHIGAN PUBLIC POWER AGENCY | 24,647.95 |
|                   | Total 08/22/2016:            | 24,647.95 |
|                   | Grand Totals:                | 24,647.95 |

| Check Number      | Payee                        | Amount     |
|-------------------|------------------------------|------------|
| <b>08/25/2016</b> |                              |            |
| 82516001          | MICHIGAN PUBLIC POWER AGENCY | 266,061.52 |
| Total 08/25/2016: |                              | 266,061.52 |
| Grand Totals:     |                              | 266,061.52 |

| Check Issue Date | Check Number | Payee                          | Amount    |
|------------------|--------------|--------------------------------|-----------|
| <b>82616001</b>  |              |                                |           |
| 08/26/2016       | 82616001     | **EFTPS* Payroll Taxes         | 10,613.58 |
| 08/26/2016       | 82616001     | **EFTPS* Payroll Taxes         | 10,613.58 |
| 08/26/2016       | 82616001     | **EFTPS* Payroll Taxes         | 2,482.26  |
| 08/26/2016       | 82616001     | **EFTPS* Payroll Taxes         | 2,482.26  |
| 08/26/2016       | 82616001     | **EFTPS* Payroll Taxes         | 18,366.30 |
| Total 82616001:  |              |                                |           |
|                  | 5            |                                | 44,557.98 |
| <b>82616002</b>  |              |                                |           |
| 08/26/2016       | 82616002     | Alerus Financial               | 420.00    |
| Total 82616002:  |              |                                |           |
|                  | 1            |                                | 420.00    |
| <b>82616003</b>  |              |                                |           |
| 08/26/2016       | 82616003     | STATE OF MICHIGAN              | 6,392.35  |
| Total 82616003:  |              |                                |           |
|                  | 1            |                                | 6,392.35  |
| <b>82616004</b>  |              |                                |           |
| 08/26/2016       | 82616004     | Vantagepoint - 401 Plan 109153 | 699.94    |
| Total 82616004:  |              |                                |           |
|                  | 1            |                                | 699.94    |
| <b>82616005</b>  |              |                                |           |
| 08/26/2016       | 82616005     | Vantagepoint - 457 Plan 300959 | 4,840.03  |
| 08/26/2016       | 82616005     | Vantagepoint - 457 Plan 300959 | 581.01    |
| 08/26/2016       | 82616005     | Vantagepoint - 457 Plan 300959 | 1,708.44  |
| 08/26/2016       | 82616005     | Vantagepoint - 457 Plan 300959 | 5,685.36  |
| Total 82616005:  |              |                                |           |
|                  | 4            |                                | 12,814.84 |
| <b>82616006</b>  |              |                                |           |
| 08/26/2016       | 82616006     | Vantagepoint - Roth IRA 706117 | 721.53    |
| Total 82616006:  |              |                                |           |
|                  | 1            |                                | 721.53    |
| Grand Totals:    |              |                                |           |
|                  | 13           |                                | 65,606.64 |

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| Check Number      | Payee | Amount    |
|-------------------|-------|-----------|
| <b>08/26/2016</b> |       |           |
| 82616007          | MERS  | 28,838.44 |
| Total 08/26/2016: |       | 28,838.44 |
| Grand Totals:     |       | 28,838.44 |

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| Check Number      | Payee                        | Amount    |
|-------------------|------------------------------|-----------|
| <b>08/29/2016</b> |                              |           |
| 82916001          | MICHIGAN PUBLIC POWER AGENCY | 18,852.76 |
| Total 08/29/2016: |                              | 18,852.76 |
| Grand Totals:     |                              | 18,852.76 |

| Check Number      | Payee                          | Amount       |
|-------------------|--------------------------------|--------------|
| <b>09/07/2016</b> |                                |              |
| 2759              | BANK OF AMERICA                | 3,781.61     |
| 2760              | CHARLEVOIX COUNTY TREASURER    | 843,038.98   |
| 2761              | CHARLEVOIX PUBLIC SCHOOLS      | 1,009,468.86 |
| 2762              | CHARLEVOIX PUBLIC SCHOOLS      | 136,807.15   |
| 2763              | CHARLEVOIX PUBLIC SCHOOLS      | 14,382.56    |
| 2764              | CHARLEVOIX PUBLIC SCHOOLS      | 20,739.82    |
| 2765              | CITY OF CHARLEVOIX - TAXES DUE | 983,950.38   |
| 2766              | NATIONSTAR MORTGAGE LLC        | 1,670.66     |
| 2767              | WELLS FARGO HOME MORTGAGE      | 3,151.51     |
| Total 09/07/2016: |                                | 3,016,991.53 |
| Grand Totals:     |                                | 3,016,991.53 |

**CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT**

**CHARLEVOIX CITY COUNCIL  
CONSENT AGENDA ITEM**

**AGENDA ITEM TITLE:** Resolution Recognizing Michigan Municipal Executives

**DATE:** September 6, 2016

**PRESENTED BY:** Consent Agenda

**ATTACHMENTS:** Resolution

**BACKGROUND INFORMATION:**

The Michigan Local Government Management Association is the association of city, village, and township leaders across the state and serves as a critical source for professional development in local government management. Recently, the Board and the membership agreed to rename the group as Michigan Municipal Executives (MME). As part of this and in an effort to better publicize the profession of local government management, MME has requested Council approve the included resolution.

**RECOMMENDATION:** Approve the resolution recognizing Michigan Municipal Executives as presented.

**CITY OF CHARLEVOIX  
RESOLUTION NO. 2016-09-01**

**MICHIGAN LOCAL GOVERNMENT MANAGEMENT ASSOCIATION IS NOW MICHIGAN MUNICIPAL EXECUTIVES**

**WHEREAS,** the Michigan Local Government Management Association (MLGMA) is the state affiliate of the International City/County Management Association (ICMA), and

**WHEREAS,** the Board of Directors and Membership of the MLGMA have conducted a vast overhaul to create a new branding image under the new name Michigan Municipal Executives, and

**WHEREAS,** the mission statement of the Michigan Municipal Executives is, "Michigan's Municipal Executives are dedicated to keeping communities running smoothly. By doing all of the things large and small, we are stewards of our cities, working in the background to make sure your home is highly livable, highly desirable, and built on a solid ground for the future. We make Michigan's cities go.", and

**WHEREAS,** Michigan Municipal Executives seek to support optimistic, humble, adaptable, and driven municipal executives through professional development and other resources, and

**WHEREAS,** your local government manager or administrator, acting in his/her role as the Chief Administrative Officer of the community, does so in the best interest of the overall community to create the highest quality of life for all of its citizens, and

**WHEREAS,** the Charlevoix City Council and the City of Charlevoix do hereby support the Michigan Municipal Executives in their efforts to develop the municipal executive career and support municipal executives throughout the state.

**NOW THEREFORE BE IT RESOLVED,** that the Charlevoix City Council does hereby recognize Michigan Municipal Executives and support the organization for the professional development and extraordinary services provided to professional managers throughout the State of Michigan.

**RESOLVED** this 6th day of September, 2016 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas:

Nays:

Absent:

**CHARLEVOIX CITY COUNCIL  
CONSENT AGENDA ITEM**

**AGENDA ITEM TITLE:** D & R Sports' Request for Free Parking at Launch Ramp

**DATE:** September 6, 2016

**PRESENTED BY:** Consent Agenda

**ATTACHMENTS:** Event Planning Work Sheet - D & R Sports Center  
Draft Resolution

**BACKGROUND INFORMATION:**

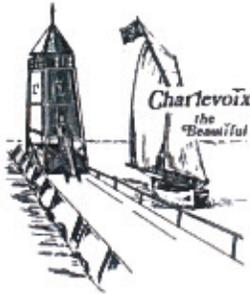
D & R Sports Center is asking that the City Council waive the parking fees at Ferry Launch Ramp for the Tracker/Mercury D & R Sports Center Championship on October 7th, 8th and 9th, 2016.

The Charlevoix City Code, Title X, Chapter 148, Section 10.84 states: "The city council, by resolution, may revise or waive fees for special or public events. The term "special or public events" shall mean a tournament, festival or other type of event, whether or not open to public participation or observation, the occurrence of which will, in the judgment of the city council, benefit the city economically or by virtue of the publicity surrounding the event."

**RECOMMENDATION:**

Approve the attached resolution waiving parking fees for the Tracker/Mercury D & R Sports Center Championship on October 7th, 8th and 9th, 2016.

Attn Linda - lindaw@cityofcharlevoix.org



City of Charlevoix  
210 State Street, Charlevoix, Michigan 49720  
231-547-3270  
mgr@cityofcharlevoix.org

## Event Planning Worksheet/Schedule

### Bass Fishing Tournament

Name of Event: Da R Sports Center Tournament Series Championship

Event Contact Person (Available the day of the event): Randy Van Dam cell- 269-330-2300  
Phone Number: Randy Van Dam  
Cell 269-330-2300

Date(s): October 7, 8, 9 Friday, Saturday Sunday

Time(s): Approx 7<sup>30</sup>am till 5<sup>30</sup>pm. each day

Location(s) City Ramp and parking lot on Stover Rd

**Attach a sketch showing the area you wish to hold the event (i.e., location, size of area, etc.)**

List of items/support needed: Would request the elimination of "ramp fees" for the participating Tournament teams (74 Boats - 148 people approx) for the 3 event days

Many teams will "practice" for the month prior to the tournament event and we expect them to pay any normal fees associated with using the facility during that time

By eliminating the fees it will greatly facilitate the flow and parking for the event. I'm hoping the large influx of hotel rooms, gas, cabins, restaurants etc both during the event and for the prior month practice's will more than make up for the ramp fees

Please contact me with any questions - Thank You

Date of Event Coordination Meeting: As Needed

**CITY OF CHARLEVOIX**  
**RESOLUTION NO. 2016-09-02**  
**WAIVE PARKING FEES FOR THE TRACKER/MERCURY D & R SPORTS CENTER CHAMPIONSHIP**

**WHEREAS,** D& R Sports Center is hosting the championship for their fishing tournament on October 7th, 8th and 9th, 2016;  
and

**WHEREAS,** the D& R Sports Center is requesting that parking fees be waived for the tournament; and

**WHEREAS,** the City Code permits the City Council to waive parking fees for special or public events.

**NOW THEREFORE BE IT RESOLVED,** that the City Council of the City of Charlevoix, hereby waives parking fees for the Tracker/Mercury D & R Sports Center Championship on October 7th, 8th and 9th, 2016; and

**RESOLVED,** this 6th day of September, 2016, A.D.

Resolution adopted by the following yea and nay vote:

Yeas:

Nays:

Absent:

**CHARLEVOIX CITY COUNCIL  
CONSENT AGENDA ITEM**

**AGENDA ITEM TITLE:** Adopt the Annual Exemption Option in PA 152 for the 2016-17 Medical Benefit Plan Coverage Year

**DATE:** September 5, 2016

**PRESENTED BY:** Consent Agenda

**ATTACHMENTS:** PA 152 Annual Exemption Resolution

**BACKGROUND INFORMATION:**

Public Act 152 (PA 152) or the Publicly Funded Health Insurance Contribution Act limits the amount public employers pay toward employee medical benefit plans.

The City has three options for complying with the requirements of PA 152, which it must do on an annual basis. The three options are:

1. "Hard Cap" Option – limits the amount the City may contribute annually to employees' medical benefit plans based on coverage levels, as defined by the State Treasurer on an annual basis.
2. "80%/20%" Option – limits the City's share of total annual health care costs to not more than 80%. This option requires a majority vote by the Council annually.
3. "Exemption" or "Opt Out" Option – the City may exempt itself from the requirements of PA 152 by an annual 2/3 vote of Council.

Since the law has been in effect, Council has voted unanimously to exempt the City from the requirements of PA 152. For the upcoming 2016-17 medical benefit plan coverage year which starts October 1, staff recommends Council again vote to exempt the City from the PA 152 requirements.

The City of Charlevoix uses something of a hybrid approach to share costs with employees. Non-union and CWA employees pay 20% for our most expensive plan, 10% for our medium plan, and 5% for our HSA plan; POLC members pay 10% for all plans. Most employees choose the HSA plan which is the least expensive for the City and complies with the hard-cap amounts.

**RECOMMENDATION:** Approve resolution adopting the annual exemption option as set forth in PA 152 for the City's medical benefit plan coverage year October 1, 2016 through September 30, 2017 in order to comply with the requirements of PA 152.

**CITY OF CHARLEVOIX**  
**RESOLUTION NO. 2016-09-03**  
RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH IN 2011 PUBLIC ACT 152,  
THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT

**WHEREAS,** 2011 Public Act 152 (the "Act") was passed by the State Legislature and signed by the Governor on September 24, 2011; and

**WHEREAS,** the Act contains three options for complying with the requirements of the Act; and

**WHEREAS,** the three options are as follows:

- 1) Section 3 - "Hard Caps" Option - limits a public employer's total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 - "80%/20%" Option - limits a public employer's share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 - "Exemption" Option - a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body; and

**WHEREAS,** the City Council has decided to adopt the annual Exemption option as its choice of compliance under the Act.

**NOW THEREFORE BE IT RESOLVED,** that the City Council of the City of Charlevoix elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption option for the medical benefit plan coverage year October 1, 2016 through September 30, 2017.

**RESOLVED** this 6th day of September, 2016 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas:

Nays:

Absent:

**CHARLEVOIX CITY COUNCIL  
CONSENT AGENDA ITEM**

**AGENDA ITEM TITLE:** Purchase Tires for the Airport Loader

**DATE:** September 6, 2016

**PRESENTED BY:** Consent Agenda

**ATTACHMENTS:** none

**BACKGROUND INFORMATION:**

The loader used primarily for snow removal at the Charlevoix Municipal Airport is in need of new tires. Airport Manager Myer has worked with City Mechanic Mike Hodge on this and has found a new set through usual tire vendor for the City. The set of four will cost \$11,179.84.

This is a routine purchase but the cost of the tires exceeds the threshold for purchasing products without specific Council approval.

**RECOMMENDATION:**

Authorize the purchase of four tires for the Airport loader for a cost not to exceed \$11,179.84 from Belleroc Tire Service of Gaylord, MI.

**CHARLEVOIX CITY COUNCIL  
AGENDA ITEM**

**AGENDA ITEM TITLE:** Eaton Avenue Retaining Wall Bid

**DATE:** September 6, 2016

**PRESENTED BY:** Patrick Elliott, DPW Superintendent

**ATTACHMENTS:** Bid Tabulation

**BACKGROUND INFORMATION:**

In the approved, 2016/17 budget, we allocated \$28,000.00 to remove the existing wood retaining wall on Eaton Avenue and replace it with a modular concrete block retaining wall system.

During the month of August we advertised for this work and on August 25<sup>th</sup> we opened five sealed bids (see bid tab). As you can see the low bidder for the project was Tri County Excavating, out of Harbor Springs and they were \$4,000.00 under the budgeted amount. The second low bidder was Boss Lawn & Landscape out of Charlevoix. Due to the difference in pricing, the Local Bidder Preference Policy does not come into effect.

After checking references for Tri County Excavating, I feel comfortable that they have the expertise, manpower and the equipment to complete this project. The deadline for the project is December 1, 2016. In discussions with Tri County Excavating, they have no issue meeting this deadline.

This project is budgeted within the local street budget.

**RECOMMENDATION:** Motion to accept the proposal as presented by Tri County Excavating and enter into an agreement with them for a total price of \$24,000.00 to complete the work as specified.



**CITY OF CHARLEVOIX**  
**Eaton Avenue Retaining Wall**  
**Bid Opening**  
**City Hall, Upper Level**  
**August 25, 2016 – 1:00 p.m.**

| <b>Bidder Name &amp; Contact Info</b>                 | <b>Total Cost</b> |
|---|-------------------|
| Harbor Springs Excavating, Inc.<br>Harbor Springs, MI | \$45,277.87       |
| K.P. Landscaping Inc.<br>Charlevoix, MI               | \$39,600          |
| Tri County Excavating Group<br>Harbor Springs, MI     | \$24,000          |
| Boss Lawn & Landscape<br>Charlevoix, MI               | \$27,000          |
| Team Elmer's<br>Petoskey, MI                          | \$44,400          |

**CHARLEVOIX CITY COUNCIL  
AGENDA ITEM**

**AGENDA ITEM TITLE:** Charlevoix County Community Foundation Grant Request

**DATE:** September 6, 2016

**PRESENTED BY:** Mark Heydlauff, City Manager

**ATTACHMENTS:** None

**BACKGROUND INFORMATION:**

Each year the Recreation Department receives numerous inquiries and applications for scholarship funding for Camp McSauba and Mt. McSauba. Scholarships are a wonderful way to provide children with the opportunity to attend a week of summer camp or learn how to ski or snowboard. This past year 92 children were able to attend summer camp and/or learned to ski and snowboard as a result of the scholarship support of the Charlevoix County Community Foundation.

The Recreation Department is submitting a grant request to the Charlevoix County Community Foundation. As in years past, the grant deadline for this application is October 3, 2016. It is imperative that this application be submitted to help area children.

**RECOMMENDATION:** Motion to authorize City Staff to apply for a grant of \$6,000 from the Charlevoix County Community Foundation to support scholarships for Camp McSauba and Mt. McSauba.