

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, January 17, 2011 — 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 Attorney: Jim Young
City Manager: Rob Straebel
City Clerk: Carol A. Ochs
Members Present: Council members Bryan Vollmer, Shane Cole, Lyle Gennett, Jill Picha, Greg Stevens
Absent: Councilmember Dennis Kusina

III. Inquiry Regarding Possible Conflicts of Interest

None.

IV. Consent Agenda

The following items were approved and filed:

- A. Approval of Minutes – January 3, 2011 Regular Meeting Minutes
- B. Accounts Payable Check Register – January 18, 2011
- C. Tax Disbursement – January 18, 2011
- D. ACH Payments – January 10, 2011
- E. Payroll Check Register– January 7, 2011
- F. Payroll Transmittal – January 7, 2001
- G. Purchase Order Report

V. Public Hearings

None.

VI. Reports

The City Manager informed Council about a grant opportunity through Great Lakes Energy to design and install the disc golf course at Mt. McSauba. There would be up to a 25% match from the City, which should be just over \$1,000. Council was generally agreeable to staff moving forward with the grant application.

The Manager thanked the Mayor for speaking at the State of the Community address.

The Clerk reminded Council of the upcoming meeting to discuss the Reach 3MC fiber optic network at the Charlevoix Public Library on January 19. Council should contact the Clerk or Linda Weller if they would like to attend.

VII. Requests, Petitions and Communications and Actions Thereon

A. Consideration to Renew Lease to the Lake Charlevoix Mariners/4H Sailing Program

Tom Barnes from Lake Charlevoix Mariners was available to review the item and answer questions from Council. Mr. Barnes thanked Council for allowing the use of the beach for the sailing program. The Mariners are asking for the lease to be renewed for five years for the same terms.

Motion by Councilmember Shane Cole, seconded by Councilmember Bryan Vollmer, to approve the license agreement with the Lake Charlevoix Mariners on p. 15 packet, with a correction to the Mariners' mailing address.

Yeas: Vollmer, Cole, Gennett, Picha, Stevens
Nays: None
Absent: Kusina

B. Purchase Brackets, Cutouts for Electric Department

Electric Superintendent Don Swem was available to review the item and answer questions from Council.

Motion by Councilmember Jill Picha, seconded by Councilmember Lyle Gennett, to approve the purchase of 200 brackets and 159 cutouts from Power Line Supply for a total of \$11,865.08.

Yeas: Vollmer, Cole, Gennett, Picha, Stevens
Nays: None
Absent: Kusina

C. Airport Master Plan – Phase 2 – MDOT Contract No. 2011-0087

Airport Manager Matt Bailey was available to review the item and answer questions from Council. The local share will be \$4,188. Action by resolution.

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 Resolution to Adopt the 2011 Charlevoix Master Plan and Set Public Hearing

Motion by Councilmember Jill Picha, seconded by Councilmember Shane Cole, to set a public hearing on a proposed resolution to adopt the 2011 Charlevoix Master Plan for February 7, 2011, at 7:00 p.m., in Council Chamber of City Hall.

Yeas: Vollmer, Cole, Gennett, Picha, Stevens
Nays: None
Absent: Kusina

B. Set Public Hearing for the 2010-2011 Budget Amendment

Motion by Councilmember Bryan Vollmer, seconded by Lyle Gennett, to set a public hearing on the proposed ordinance for the 2010-2011 Budget Amendment on February 21, 2011, at 7:00 p.m., in Council Chamber of City Hall.

Yeas: Vollmer, Cole, Gennett, Picha, Stevens

Nays: None
 Absent: Kusina

C. Set Public Hearing for 2011-2012 Budget Appropriations Ordinance

Motion by Councilmember Lyle Gennett, seconded by Councilmember Jill Picha, to set a public hearing on a proposed ordinance for the 2011-2012 Budget Appropriation on February 21, 2011, at 7:00 p.m., in Council Chamber of City Hall.

Yeas: Vollmer, Cole, Gennett, Picha, Stevens
 Nays: None
 Absent: Kusina

D. Introduction of Resolution to Adopt Rates & Fees for the 2011-2012 Budget

The Mayor introduced the rates and fees resolution that will be adopted along with the final budget.

Churck Scherping asked Council to consider a daily access fee for off-airport mechanics, rather than the annual license. The Airport Manager reviewed some pros and cons to allowing daily access. Currently only Island Airways pays the annual fee. This would allow more options for airport users. It does take potential business away from those paying the annual fee. The Manager stated the City should promote the people doing business on the airport, and any per diem fee should be large enough to deter someone from doing per diem on a long term basis rather than paying the yearly fee up front. The Manager is generally supportive of the option from a consumer standpoint. He would like the per diem fee to be low enough to be an option, but not so low that it is going to encourage people to come in and not pay the yearly fee. Mr. Bailey thinks that if someone is truly running a business, they should buy the annual fee, but that if it is for a service not currently offered or a mechanic trying to help out a friend, a per diem rate would allow for the airport to receive additional revenue from a source not currently accessed.

No action required at this time.

IX. Resolutions

A. Airport Master Plan – Phase 2 – MDOT Contract No. 2011-0087 - Resolution

Motion by Councilmember Jill Picha, seconded by Councilmember Shane Cole, to approve Resolution 2011-01-02 as follows:

**CITY OF CHARLEVOIX
 RESOLUTION NO. 2011-01-02
 EXECUTION OF MDOT AIRPORT GRANT AGREEMENT
 (MDOT Contract No. 2011-0087)**

WHEREAS, a grant has been received from the Michigan Department of Transportation to fund the conduction of an Airport Master Plan Study (Phase 2); and

WHEREAS, the grant agreement is in the amount of \$159,134 from the FAA and \$4,187 from MDOT, which is 97.5% of the total project costs; and

WHEREAS, the City of Charlevoix's local share of the grant will be \$4,188;

NOW THEREFORE BE IT RESOLVED THAT the City of Charlevoix City Council hereby authorizes Mayor Norman L. Carlson, Jr., to execute the MDOT grant agreement.

RESOLVED this 17th day of January, A.D. 2011.

Motion adopted by the following yea and nay votes:

Yeas: Vollmer, Cole, Gennett, Picha, Stevens
 Nays: None
 Absent: Kusina

X. Ordinances

None.

XI. Miscellaneous Business

Council was pleased the breakaway fence has been installed at the sledding hill.

Mayor Carlson and Councilmember Vollmer will be absent from the April 4, 2011 meeting.

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

None.

XIII. Adjourn

The Mayor stated if there were no objections, the meeting would adjourn.

There were no objections.

Meeting adjourned at 7:30 p.m.

Carol A. Ochs	City Clerk	Norman L. Carlson, Jr.	Mayor
Accounts Payable – 01/18/2011			
ACE HARDWARE	1,540.81	BOOP, JENNIFER	45.00
ACTIVE INDUSTRIAL SUPPLY	102.06	BOSS, SHERRY	26.25
AIRGAS GREAT LAKES INC.	957.50	BRADFORD'S	93.00
ALL-PHASE ELECTRIC SUPPLY CO.	973.70	CARQUEST OF CHARLEVOIX	906.26
ARROW UNIFORM-TAYLOR L.L.C.	853.24	CCP INDUSTRIES INC	251.08
AT&T	2,230.22	CDW GOVERNMENT INC.	255.71
AUTO VALUE	471.77	CENTRAL DRUG STORE	3.59
B & L SOUND INC	500.89	CHARLEVOIX CAR WASH	72.00
BELL EQUIPMENT COMPANY	2,315.97	CHARLEVOIX COUNTY TREASURER	1,483.29

CHARLEVOIX DEVELOPMENT CO. AND	2,753.52	KSS ENTERPRISES	499.01
CHARTER COMMUNICATIONS	639.75	M A A E AIRPORTS DIVISION	70.00
CINTAS FIRST AID & SAFETY	51.47	MACDONALD GARBER BROADCASTING	624.00
CIVIC SYSTEMS	7,279.00	MAFC	245.00
CLARK, DANIELLE	60.00	MATYE, ANTON	202.50
CONKLIN, CLIFF	341.03	MBANK	800.00
CRA Payment Center	102.50	MICHIGAN LOCAL GOVERNMENT	250.00
DENNIS KUSINA INSURANCE AGENCY	538.97	MICHIGAN MUNICIPAL ELECTRIC	8,369.00
EAST JORDAN IRON WORKS	805.43	MICHIGAN OFFICEWAYS INC	932.59
ELECSYS INTERNATIONAL CORP	385.00	MID STATES BOLT & SCREW CO	104.55
ELLSWORTH FARMER'S EXCHANGE	2,270.12	MUNICIPAL SUPPLY CO	1,447.25
FISHER SCIENTIFIC	468.86	NORTHERN MICHIGAN REVIEW INC.	514.88
FOGLE, DANA	41.25	NORTHERN SAFETY CO INC	749.06
FOX CHARLEVOIX	173.94	OTEC	202.00
FOX CHARLEVOIX FORD	59.06	POSTMASTER - CHARLEVOIX	185.00
FREIGHTLINER OF GRAND RAPIDS	62.32	POWER LINE SUPPLY	425.55
GREY GABLES INN	660.00	PRESTON FEATHER	57.22
HACH COMPANY	248.61	PURITY CYLINDER GASES INC	304.34
HART, TERESA	78.75	QUILL CORP	237.71
HOSPER, DANIEL	18.01	SCHULTZ, TOM	35.25
HYDRO DYNAMICS	6,617.70	SNOW MACHINES INC	673.44
INDEPENDENT DRAFTING SERVICES	992.00	STATE OF MICHIGAN	15,831.27
INTAGLIO LLC	489.55	VALLANCE, JESSICA	228.98
ISLAND AIRWAYS	2,333.10	VAN'S BUSINESS MACHINES	106.83
J & S PORTABLE RESTROOMS	190.00	VILLAGE GRAPHICS INC.	71.00
JBR GRAPHICS INC.	400.00	VOSS LIGHTING	439.44
JERRY'S TIRE	1,065.60	WAGNER, BRIAN	100.00
JOHNECHECK, BETTY ANN	100.00	WARNER, KEITH	150.00
KEIE, VERA	60.00	WESTIN BOOK CADILLAC HOTEL	458.83
KIWANIS CLUB OF CHARLEVOIX	78.00	WORK & PLAY SHOP	462.68
KORTHASE FLINN	1,136.26	TOTAL	78,359.52

Accounts Payable – 01/18/2011**Tax Disbursements**

CHARLEVOIX COUNTY TREASURER	189,200.58	CHARLEVOIX PUBLIC SCHOOLS	2,923.32
CHARLEVOIX COUNTY TREASURER	6,046.91	CITY OF CHARLEVOIX - TAXES DUE	59,455.79
CHARLEVOIX DISTRICT LIBRARY	68,603.64	CORELOGIC	392.60
CHARLEVOIX PUBLIC SCHOOLS	17,023.23	RECREATIONAL AUTHORITY	12,012.42
CHARLEVOIX PUBLIC SCHOOLS	1,461.68	TOTAL	357,120.17

ACH Payments – 01/10/2011

MI PUBLIC POWER AGENCY	24,341.84	TOTAL	24,341.84
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PAYROLL: NET PAY**Pay Period Ending 01/01/2011 – Paid 01/07/2011**

WELLER, LINDA JO	1,286.78	GENNETT, LYLE E	422.99
STRAEBEL, ROBERT J.	2,414.40	VOLLMER, BRYAN R.	296.99
BRANDI, RICHARD M.	1,727.60	WELLER, LINDA JO	349.52
LOY, EVELYN R.	960.84	STRAEBEL, ROBERT J.	656.45
KLOOSTER, ALIDA K.	1,493.24	BRANDI, RICHARD M.	701.00
BROWN, STEPHANIE C.	1,037.38	LOY, EVELYN R.	521.59
OCHS, CAROL A.	891.84	SHRIFT, PETER R.	1,420.53
CAREY, KEITH V.	1,160.62	UMULIS, MATTHEW T.	155.26
SPENCER, MICHAEL D.	1,488.06	DOAN, GERARD P.	672.08
SPENCLEY, PATRICIA L.	1,046.42	DOAN, GERARD P.	2,246.63
NASH, JENNIFER B.	929.96	HANKINS, SCOTT A.	286.32
BAILEY, MATTHEW L.	1,146.85	HANKINS, SCOTT A.	1,463.64
MASON, CHARLES F.	380.95	METDEPENNINGEN, SARAH	483.01
UMULIS, MATTHEW T.	1,936.75	IVAN, PAUL M.	108.28
METDEPENNINGEN, SARAH	1,709.40	SCHWARTZFISHER, JOSEP	461.23
WARNER, JANINE M.	1,296.57	ROLOFF, ROBERT P.	489.85
SCHLAPPI, JAMES L.	1,434.62	BRODIN, WILLIAM C.	459.21
ORBAN, BARBARA K.	2,034.01	CALDWELL, JAMES P.	614.79
IVAN, PAUL M.	1,926.64	COPPOCK, TIMOTHY M.	610.45
SCHWARTZFISHER, JOSEPH	1,427.17	COPPOCK, TIMOTHY M.	1,225.22
ROLOFF, ROBERT P.	1,872.08	WURST, RANDALL W.	641.84
BRODIN, WILLIAM C.	1,573.31	WURST, RANDALL W.	1,243.46
RILEY, DENISE M.	380.50	WHITLEY, JOHN F.	1,847.26
CALDWELL, JAMES P.	1,353.86	BLANCHARD, SCOTT W.	1,910.34
MAYER, SHELLEY L.	1,611.67	FRYE, EDWARD J.	1,071.00
HILLING, NICHOLAS A.	1,420.73	SWEM, DONALD L.	1,722.98
MEIER III, CHARLES A.	1,609.19	ROTTA, RUSSELL	1,558.45
JACOBS, DOUGLAS R.	1,947.75	ELLIOTT, PATRICK M.	526.75
NISWANDER, JOSEPH F.	1,469.13	MORRISON, KEVIN P.	600.83
WELLS JR., DONALD E.	1,524.69	MORRISON, KEVIN P.	1,188.29
JONES, TERRI L.	1,199.48	HODGE, MICHAEL J.	328.02
BRADLEY, KELLY R.	1,413.52	HODGE, MICHAEL J.	1,362.71
EATON, BRAD A.	1,156.14	WILSON, RICHARD J.	290.59
WILSON, TIMOTHY J.	1,653.15	JOHNSON, STEVEN P.	1,229.61
ELLIOTT, PATRICK M.	1,683.59	JONES, ROBERT F.	1,244.49
WILSON, RICHARD J.	1,368.65	ZIPP, DONALD R.	1,585.17
STEVENS, BRANDON C.	630.31	BOSS JR, DALE E.	1,103.31
GILLESPIE, MURPHY L.	398.09	BOSS, JAMES W.	909.25
HART, TERESA M.	1,133.38	CRICK, HAILEY C.	368.96
HOPKINS, ZACHARY D.	470.48	STEBE JR, JOHN M.	522.38
WITTHOEFT, MARVIN J.	28.30	BOSS, SHERRY M.	391.49
STEVENS, WILLIAM J.	308.77	HOFFMAN-KOLT, LEIF E.	313.70
CARLSON JR., NORMAN	1,353.75	HOLM, ARTHUR R.	716.97
STEVENS, GREGORY L	396.27	HEID, THOMAS J	471.09
PICHA, C JILL	350.99	HEID, THOMAS J	1,370.69
KUSINA, DENNIS	396.00	STEVENS, JEFFREY W.	195.19
COLE, SHANE	339.66	TOTAL	95,133.40

PAYROLL: TRANSMITTAL

01/07/2011			
**EFTPS* Payroll Taxes	31,651.61	MI STATE DISTRICT UNIT	128.28
CHAR EM UNITED WAY	63.00	NORTHWESTERN BANK	372.76
CHARLEVOIX STATE BANK	619.21	POLICE OFFICERS LABOR	308.00
COMMUNICATION WORKERS	513.70	PRIORITY HEALTH	199.03
ICMA RETIREMENT TRUST 401	692.86	STATE OF MICHIGAN	5,046.48
ICMA RETIREMENT TRUST 457	5,821.78	TOTAL	45,416.71