

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, May 7, 2012 — 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: Bryan Graham
City Manager: Rob Straebel
City Clerk: Carol A. Ochs
Members Present: Council members Greg Stevens, Bryan Vollmer, Shane Cole, Lyle Gennett, Dennis Kusina, Jill Picha
Absent: None

III. Inquiry Regarding Possible Conflicts of Interest

Councilmember Jill Picha disclosed that John Cross (Item VII.G.) is a relative. Ms. Picha will not have any personal financial gain. There is not a conflict.

IV. Consent Agenda

The following items were approved and filed:

- A. Approval of Minutes – April 16, 2012 Regular Meeting Minutes, approved as corrected (name typo).
- B. Accounts Payable Check Register – April 20, 2012
- C. Accounts Payable Check Register – May 8, 2012
- D. ACH Payments – April 16, 2012 – April 30, 2012
- E. Payroll Check Register – April 27, 2012
- F. Payroll Transmittal – April 27, 2012

- G. Certificate of Appreciation – Carolyn Hickman

The Mayor presented Ms. Hickman with a plaque and thanked her for her service to the City on the Housing Commission.

V. Public Hearings

None.

VI. Reports

The Manager stated the fish cleaning station and the bathroom at Ferry will be open by this Friday.

The Manager stated that Andrew Whitley has been hired for the apprentice lineman position. Mr. Whitley had a great interview and has good experience. Mr. Whitley will be the third generation of Whitleys to work for the Electric Department.

VII. Requests, Petitions and Communications and Actions Thereon

- A. Consideration to Approve an Agreement with the Charlevoix Chamber of Commerce

Charlevoix Area Chamber of Commerce Director Erin Bemis was available to answer questions from Council. Ms. Bemis reviewed the Chamber's disbursement plans for visitor information and plans for joint efforts on advertising outside the City from the Chamber, Charlevoix Convention & Visitors Bureau (CVB) and the Downtown Development Authority (DDA). The CVB and the Chamber are partnering to create a separate MDOT rest area rack card. There are a mix of combined efforts between the CVB, the Chamber, and the DDA. There is also the Pure Michigan campaign. A billboard on I-75 will be up shortly. There will also be radio spots, which Council may not hear, as they will be broadcasted outside the area to draw people here.

Motion by Councilmember Lyle Gennett, seconded by Councilmember Shane Cole, to approve the agreement between the Charlevoix Area Chamber of Commerce and the City of Charlevoix, as outlined on pp. 19-20 of the packet.

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

- B. Consideration of a Contract with Charlevoix City Band

The Manager reviewed that the band is required to play at least eight times during the summer as part of their contract.

Motion by Councilmember Dennis Kusina, seconded by Councilmember Bryan Vollmer, to approve the contract with the Charlevoix City Band in the amount of \$4,000 as outlined in the City Budget and on pp. 22-23 of the packet.

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

- C. County Wide Emergency Siren Policy

Fire Chief Paul Ivan was available to review the item and answer questions from Council. The language prohibiting traditional uses such as the noon siren has been removed. The test will be conducted the first Tuesday of every month at noon, and the tone is different from the noon/9:30 sirens. There will not be tests in the winter.

Motion by Councilmember Greg Stevens, seconded by Councilmember Jill Picha, to adopt the Charlevoix County Outdoor Warning Siren Protocol Policy as presented on pp. 25-26 of the packet.

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

- D. Consideration to Approve Cost for Storm Drain Repair on US 31

Street Superintendent Pat Elliott was available to review the project and answered questions from Council. MDOT will reimburse the City for the project. This project is scheduled to be completed by Memorial Day weekend.

Motion by Councilmember Greg Stevens, seconded by Councilmember Bryan Vollmer, to approve the contract with MDC

Contracting in the amount of \$11,877.00.

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

E. Consideration to Approve Cost for Utility Connections at 304 East Dixon

Street Superintendent Pat Elliott was available to review the project and answer questions from Council. The City will be reimbursed for the project by Site Planning Development. This project is scheduled to be completed by Memorial Day weekend.

Motion by Councilmember Dennis Kusina, seconded by Councilmember Shane Cole, to approve the contract with Team Elmer's in order to provide water and sanitary sewer services at 304 East Dixon.

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

F. Purchase of Capacity

Electric Department Superintendent Don Swem was available to review the item and answer questions from Council. This is an opportunity to lock in a price for a significant period of time and is the only block Mr. Swem has seen available for this extended period. This will be a portion of our needed capacity, not the whole amount.

Motion by Councilmember Jill Picha, seconded by Councilmember Lyle Gennett, to approve to spend up to a maximum of \$318,360 to purchase blocks of capacity through MPPA for the years 2014 through 2018.

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

G. Fish Waste Removal Contract

Police Chief Gerard Doan was available to review the item and answer questions from Council. Staff has decided against a fish grinding system due to the initial startup cost and the burden on the wastewater system. The bid from John Cross for \$6,500 is for the whole season, regardless of the number of pickups. Mr. Cross will check the need for removal almost every day.

Motion by Councilmember Shane Cole, seconded by Councilmember Lyle Gennett, to approve a contract with John Cross for fish waste removal in the amount of \$6,500/season for two years.

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

VIII. Introduction and Initial Actions Relating to Ordinances or to Resolutions That Require Publication or Hearings Prior to Final or Further Action

None.

IX. Resolutions

None.

X. Ordinances

None.

XI. Miscellaneous Business

Councilmember Jill Picha stated she had received a complaint about small boat dockage fees at the marina going up by 25%. Staff will review the fee increases and get back to Council. The Mayor reminded Council that the Waterways Commission sets the rates.

Councilmember Lyle Gennett expressed some concern regarding the fog signal operation at the end of the channel. The signal is triggered by a boat radio frequency. Boaters should be made aware of this. Staff will follow up with the Coast Guard.

Councilmember Bryan Vollmer stated he will be out of town for the May 21 meeting.

Councilmember Greg Stevens asked about repairing the railings in the park at the end of Sherman Street above the Water Treatment Plant. If they are not repaired, they should be removed. The Manager will look into the matter.

Motion by Councilmember Jill Picha, seconded by Councilmember Shane Cole, to confirm the Mayor's appointment of Brandon Stevens to the Recreation Advisory Board.

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

Motion by Councilmember Shane Cole, seconded by Councilmember Jill Picha, to appoint Greg Bryan to the alternate position on the Zoning Board of Appeals.

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

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

Larry Sullivan spoke about the park railing, which he brought to Councilmember Stevens' attention. Mr. Sullivan stated that the railing looks bad and should be removed or replaced. Mr. Sullivan also introduced himself as a candidate for the District 6 County Commissioner.

Mayor Carlson noted that the grass planted last year on Meech and a few other construction areas is weedy and not growing well. He asked staff to look into the contracts.

Kelly Ward talked about the traffic on May Street and asked Council to consider lowering the speed limit near the school or placing additional stop signs along May Street. City Police have increased patrols, which have helped some, but not enough. The Mayor asked for a report from Street Superintendent Pat Elliott and City Planner Mike Spencer regarding what can be done in the area. Other Council members said they had also received calls about this. Staff will report back to Ms. Ward. Ms. Ward also expressed concerns about the May/E. Hurlbut intersections.

XIII. Adjourn

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

There were no objections.

Meeting adjourned at 7:40 p.m.

Carol A. Ochs	City Clerk	Norman L. Carlson, Jr.	Mayor
Accounts Payable – 04/20/2012			
AT&T	3,499.03	PRIORITY HEALTH	36,907.16
AT&T MOBILITY	144.30	STANDARD INSURANCE CO	1,348.23
CHARLEVOIX STATE BANK	4,340.13	STATE OF MICHIGAN	450.00
DELTA DENTAL	4,395.51	VERIZON WIRELESS	56.72
GREAT LAKES ENERGY	168.41	VISION SERVICE PLAN	504.57
HEALTH DEPT OF NW MICHIGAN	464.00		
HOWLAND, JEFFERY H.	1,100.00	TOTAL	53,378.06
Accounts Payable – 05/08/2012			
AIRGAS USA LLC	786.64	JACK DOHENY SUPPLIES INC	770.19
AMERICAN WASTE INC.	65.00	JERRY'S TIRE	483.88
Information Only Check	-	KENDALL ELECTRIC INC.	187.36
AT&T LONG DISTANCE	306.43	VOID	-
AVFUEL CORPORATION	39,124.30	KIWANIS CLUB OF CHARLEVOIX	39.00
B & L SOUND INC	350.89	KMart	114.83
BAILEY, MATTHEW L.	41.00	KSS ENTERPRISES	705.26
BARTLETT'S HOME INTERIORS INC.	1,300.00	LAVOIE, RICHARD	11.93
BLUEGLOBES LLC	607.00	LSL PLANNING INC.	3,416.25
BOUVET, RAYMOND H.	150.00	McCLELLAN, AMY	140.21
BRANDI, RICHARD	41.00	MICHIGAN PIPE & VALVE	1,330.00
BULBS.COM	99.75	MIDWEST ARBORIST SUPPLIES	143.75
CALDWELL, JAMES P.	345.22	MIKE'S GLASS	446.10
CAREY, KEITH	431.35	MOTOR PUBLICATIONS	339.00
CDW GOVERNMENT INC.	52.99	MPOWER TECHNOLOGIES INC.	2,000.00
CHANNING BETE COMPANY INC.	190.75	MURRAY'S CREATIONS	24.00
CHARLEVOIX AGENCY	55.00	NASH, JENNIFER	41.00
CHARLEVOIX AREA	250.00	NETSOURCE ONE INC.	3,260.85
CHARLEVOIX CAR WASH	45.90	NORTHERN CREDIT BUREAU	673.66
CHARLEVOIX COUNTY	75.00	NORTHERN MICHIGAN HARDWOODS	1,276.50
CHARLEVOIX COUNTY CLERK	10.00	NORTHERN MICHIGAN JANITORIAL	295.45
CHARLEVOIX COUNTY TREASURER	9,816.30	NORTHERN PUMP SERVICE INC.	30,918.10
CHARLEVOIX GLASS INC.	90.00	NORTHERN SAFETY CO INC	140.94
CHARLEVOIX SCREEN MASTERS INC	1,277.50	PARASTAR INC.	1,111.87
CHARLEVOIX TOWNSHIP	10.50	PERFORMANCE ENGINEERS INC	4,609.19
CHEMICAL SYSTEMS INC.	1,832.00	PHYSIO-CONTROL INC.	635.88
CHILDS CONSULTING ASSOC. INC.	1,358.00	PLUNKETT & COONEY	40.00
CINTAS FAS LOCKBOX 636525	92.09	POWER LINE SUPPLY	855.60
Information Only Check	-	PREIN & NEWHOF	260.00
CITY OF CHARLEVOIX - UTILITIES	24,913.95	VOID	-
DESIGN ASSOCIATES	160.00	RESCO	3,200.00
DOAN, GERARD	41.00	RHINO SEED & LANDSCAPE SUPP	1,601.00
DTE ENERGY	4,792.90	ROLOFF, ROBERT	2,750.00
DVORACEK, DANA J.	41.00	SAFARILAND	78.66
EAST JORDAN FAMILY HEALTH CTR	150.00	SALES & MARKETING OF MICHIGAN	19.65
EDM PUBLISHERS INC.	257.24	SEELEY'S PRINTING SERVICE	587.10
EJ USA INC.	14,040.57	SHARROW MASONRY INC	837.50
ELLIOTT, PATRICK M.	41.00	SITE PLANNING DEVELOPMENT INC	642.50
ENVIRONMENTAL RESOURCE ASSOC	217.21	SPARTAN DISTRIBUTORS INC	326.56
EVANS, HAL	41.00	SPENCER, MICHAEL	41.00
FASTENAL COMPANY	263.17	SPENCLEY, PATTI	257.18
FEYEN ZYLSTRA LLC	406.06	STATE OF MICHIGAN	20.00
FISHER SCIENTIFIC	732.43	STATE OF MICHIGAN	130.00
GBS INC.	318.31	STATE OF MICHIGAN	200.00
GORDON FOOD SERVICE	79.11	STEIN, DONNA	27.47
GRAINGER	903.44	STRAEBEL, ROBERT J.	41.00
GREAT LAKES PIPE & SUPPLY	612.29	SWANSON K & D INC	110.00
GRIFFIN BEVERAGE CO	362.65	SWEM, DONALD L.	41.00
GRP ENGINEERING INC.	108.20	TIGER SCORECARD COMM	1,085.00
HACH COMPANY	1,300.71	TIGERDIRECT INC.	309.37
HAGGARD'S INC	80.00	TOUGH, KEN	34.18
HANKINS, SCOTT	41.00	TURFGRASS INC	112.32
HARBOR HOUSE PUBLISHERS	1,800.00	UP NORTH PROPERTY SERVICES LLC	1,015.00
HARRELL'S	773.54	USA BLUE BOOK	673.87
HART, TERESA	41.00	VAN'S BUSINESS MACHINES	215.00
HEID, THOMAS J.	41.00	VILLAGE GRAPHICS INC.	256.00
HSBC BUSINESS SOLUTIONS	541.59	WARNER, JANINE	41.07
HYDRO DESIGNS INC.	900.00	WELLER, LINDA	41.00
IDEXX DISTRIBUTION INC.	960.10	WEST SHORE FIRE INC	514.65
INTERNATIONAL INSTITUTE	135.00	WORK & PLAY SHOP	189.94
IVAN, PAUL	41.00	YOUNG GRAHAM	5,516.62
		TOTAL	189,126.52

ACH Payments – 04/16/2012 – 04/30/2012

MI PUBLIC POWER AGENCY	38,658.08	MERS OF MICHIGAN	32,360.40
AVFUEL CORPORATION	40.04	INTERNAL REVENUE SERVICE	27,569.87
DELUXE BUSINESS SYSTEMS	38.29	AVFUEL CORPORATION	45.44
STATE OF MI – SALES TAX	17,973.11	MI PUBLIC POWER AGENCY	28,144.03
STATE OF MI – WITHHOLDING	12,192.05		
MI PUBLIC POWER AGENCY	28,328.24	TOTAL	766,253.60
MI PUBLIC POWER AGENCY	240,383.05		

PAYROLL: NET PAY

Pay Period Ending 04/21/2012 – Paid 04/27/2012

WELLER, LINDA JO	1,263.55	HART, TERESA M.	683.01
STRAEBEL, ROBERT J.	2,010.82	BOAL, DAVID W.	908.46
BRANDI, RICHARD M.	1,761.62	DURRENBERGER, LARRY J.	214.05
LOY, EVELYN R.	983.98	RYPSTRA III, BART	114.28
KLOOSTER, ALIDA K.	1,341.38	BAILEY, MATTHEW L.	1,658.09
BROWN, STEPHANIE C.	1,181.95	DVORACEK, DANA J.	1,159.56
OCHS, CAROL A.	915.66	SCHERPING, CHARLES L.	401.17
CAREY, KEITH V.	1,160.07	STEIN, DONNA E.	343.46
SPENCER, MICHAEL D.	1,525.30	TOUGH, KENDALL J.	464.30
SPENCLEY, PATRICIA L.	1,055.60	CESARO, JASON M.	98.99
NASH, JENNIFER B.	742.15	RAMSEY, KYLE J.	326.27
SHRIFT, PETER R.	1,125.61	TRAVERS, MANUEL J.	626.00
SCHLAPPI, JAMES L.	1,318.85	SILVA, JESSE L.	621.05
UMULIS, MATTHEW T.	1,379.71	RILEY, DANIEL	1,253.39
ORBAN, BARBARA K.	1,534.24	O'CONNOR, BRUCE E.	350.20
TRAEGER, JASON A.	1,233.87	WHITLEY, ADAM	557.25
WARNER, JANINE M.	989.78	SCHOOFF, WILLIAM R.	1,183.38
IVAN, PAUL M.	1,704.33	DOAN, GERARD P.	1,253.62
SCHWARTZFISHER, JOSEPH	1,124.05	HANKINS, SCOTT A.	1,431.99
ROLOFF, ROBERT P.	2,918.01	COPPOCK, TIMOTHY M.	1,207.64
BRODIN, WILLIAM C.	1,559.55	BLANCHARD, SCOTT W.	1,714.42
RILEY, DENISE M.	352.51	SWEM, DONALD L.	1,637.80
CALDWELL, JAMES P.	1,390.46	MORRISON, KEVIN P.	995.08
WURST, RANDALL W.	1,296.71	HODGE, MICHAEL J.	1,096.17
MAYER, SHELLEY L.	1,566.84	JOHNSON, STEVEN P.	1,142.66
HILLING, NICHOLAS A.	1,232.37	ZIPP, DONALD R.	1,297.23
MEIER III, CHARLES A.	1,559.43	BISHAW, JAMES H.	722.99
NISWANDER, JOSEPH F.	1,363.92	TOWSLEY, CALVIN J.	563.50
FRYE, EDWARD J.	1,001.88	HEID, THOMAS J.	1,341.78
WELLS JR., DONALD E.	1,270.68	GRUNCH, RONALD J.	82.29
JONES, TERRI L.	968.57	DAVIS, RONALD L.	113.53
BRADLEY, KELLY R.	1,233.88	GILL, DAVID R.	910.27
EATON, BRAD A.	1,582.85	SARASIN, CHRISTIAN M.	302.84
WILSON, TIMOTHY J.	1,950.13	STEVENS, JEFFREY W.	42.46
HART II, DELBERT W.	671.15	ROLOFF, AUDREY M.	536.11
LAVOIE, RICHARD L.	1,238.71	MATTER, DAWSON K.	268.27
STEVENS, BRANDON C.	1,071.43	MARSH JR., JAMES D.	104.26
ELLIOTT, PATRICK M.	1,467.22	RILEY, TIMOTHY	191.92
WILSON, RICHARD J.	1,084.74	MACMILLAN, RACHEL A.	18.00
JONES, ROBERT F.	1,072.85	MCCRANEY, RUSS R.	40.50
NISWANDER, LOGAN J.	631.35	SCOTT JR., WINFIELD	128.24
SIEGMUND, CHRISTOPHER	658.99	BARRETT, SCOTT T.	48.12
BROWE, RAYMOND L.	234.51	BERGMANN, DOUGLAS M.	26.99
MCGHEE, ROBERT R.	930.15	MACDONALD, BRIAN K.	975.28
VANLOO, JOSEPH G.	749.57	TOTAL	84,567.85

PAYROLL: TRANSMITTAL

04/27/2012

Void	(519.61)	ICMA RETIREMENT TRUST 457	9,065.33
COMMUNICATION WORKERS	489.61	MERS	390.00
AMERICAN FAMILY LIFE	402.61	MI STATE DISBURSEMENT	596.19
CHAR EM UNITED WAY	93.00	NORTHWESTERN BANK	252.00
CHARLEVOIX STATE BANK	743.47	PRIORITY HEALTH	745.71
COMMUNICATION WORKERS	490.47		
ICMA RETIREMENT TRUST 401	699.79	TOTAL	13,448.57