

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, May 16, 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: Assistant City Attorney Bryan Graham
City Manager: Rob Straebel
City Clerk: Carol A. Ochs
Members Present: Council members Shane Cole, Dennis Kusina, Jill Picha, Greg Stevens, Bryan Vollmer
Absent: Councilmember Lyle Gennett

III. Inquiry Regarding Possible Conflicts of Interest

None.

IV. Consent Agenda

The following items were approved and filed:

- A. Approval of Minutes – May 2, 2011 Regular Meeting Minutes
- B. Accounts Payable Check Register – May 17, 2011
- C. ACH Payments – April 29 - May 9, 2011
- D. Payroll Check Register – May 13, 2011
- E. Payroll Transmittal – May 13, 2011

V. Public Hearings

None.

VI. Reports

The Manager stated he had given Council two handouts. One is a draft disc golf course layout for Mt. McSauba. The draft will be going to the Recreation Advisory Board for a meeting Friday, May 20 at 6:30 p.m. for input and discussion and will hopefully come to the Council at the June 6 meeting. There will be a related article in the *Charlevoix Courier* requesting public input on the course. The second handout is an update from DDA Director Keith Carey on the Up North Fourth event.

The Manager thanked MDC for the work they donated on the petunia beds.

The Clerk presented Council with information regarding a Freedom of Information Act and Open Meetings Act class in Gladwin. Council members should contact her if they would like to attend.

VII. Requests, Petitions and Communications and Actions Thereon

A. Consideration to Install a Peace Pole in Bridge Park

Junior Girl Scouts Rachel Nesburg and Alexandria Snabes presented Council with their proposal to install a peace pole in Bridge Park for their Bronze Project. Leader Maura Snabes was available to assist the scouts in answering questions from Council.

Motion by Councilmember Bryan Vollmer, seconded by Councilmember Dennis Kusina, to approve staff's recommendation for the location of a Peace Pole [in Bridge Park] as proposed by Rachel Nesburg and Alexandria Snabes.

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

B. DeWitt Parking Lot

Police Chief Gerard Doan reviewed his recommendation to leave the DeWitt lot as a free parking lot. The Chief compared the lot to spots that are seasonally rented in the Acacia lot, which were not being used. Staff's opinion is that the lot is used by downtown workers, freeing up lots on Bridge Street for turnover shopper parking. Council discussed at length, with some members expressing concern that the lot would take funds to maintain, competes with other privately-owned rental spaces, and was a possible missed source of revenue. The Mayor relayed the DDA members' opinions that the lot should remain a free lot to encourage workers to park off of Bridge Street.

During audience comment, Bob Timms stated that the City should generate a few thousand dollars out of the DeWitt parking lot. The lot isn't free to the City and must be maintained.

Council continued to discuss and eventually directed Staff to gather information regarding the cost of installing a meter system and present options at a special meeting.

C. Consideration to Approve Element 1 of the Childs Consulting Associates Proposal

John Childs from Childs Consulting Associates reviewed the proposal regarding the possible uses of excess fiber optic bandwidth owned jointly by the City and School District. The School Board has already approved this phase of the proposal. The City's cost is \$1,000 on this phase.

Motion by Councilmember Shane Cole, seconded by Councilmember Dennis Kusina, to approve Element 1 of the Childs Consulting Associates Proposal.

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

D. Consideration of Free Launch at Ferry Avenue Launch Ramp for Charlevoix Area Trout Tournament

Kent Seymour was available to review the item and answer questions from Council. This is an annual request. Action by resolution.

E. Consideration of Free Launch at Ferry Avenue Launch Ramp for 1st Annual Brent Aronson Memorial Fishing Benefit

Pete Aronson was available to review the item and answer questions from Council. Action by resolution.

F. WTP Boiler Equipment Upgrade

Water and Wastewater Superintendent Jim Caldwell was available to review the item and answer questions from Council.

Motion by Councilmember Jill Picha, seconded by Councilmember Shane Cole, to allow the City Manager to sign a contract with Danboise Mechanical, Inc. for the Water Treatment Plant Boiler Equipment Upgrade in the amount of \$71,197.

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

G. Consideration to Approve Bid for Meech Street Infrastructure Project

Project Engineer Jim Malewitz from Performance Engineering was available to review the item and answer questions from Council. Mr. Malewitz and Staff recommend awarding the bid to MDC Contracting, as they are a local bidder and fall within the percentage allowable under the City's Local Bidder's Preference policy; the difference between the low bid and MDC's is 1.19%.

Motion by Councilmember Dennis Kusina, seconded by Councilmember Jill Picha, to award the bid to MDC Contracting, if they will match J&N's construction price.

Attorney Bryan Graham informed Council that they could not make such a request of a bidder; they can review all the bids, but they have to accept a bid as proposed. They cannot place a condition that the local bidders match the low bidder.

MOTION RESCINDED.

Motion by Councilmember Greg Stevens, seconded by Councilmember Bryan Vollmer, to award the bid to MDC Contracting for the Meech Street Reconstruction Project in the amount of \$403,008.25.

Yeas: Cole, Stevens, Vollmer
Nays: Kusina, Picha
Absent: Gennett
MOTION CARRIED.

H. Consideration to Approve Energy Efficiency & Conservation Block Grant for Advanced Lighting Technology Demonstration Grant

The Manager reviewed the item and answered questions from Council.

Motion by Councilmember Dennis Kusina, seconded by Councilmember Bryan Vollmer, to support the City of Charlevoix's application for a Michigan Energy Efficiency & Conservation Block Grant Advanced Lighting Technology Demonstration Project.

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

I. Approval of Job Descriptions

The Mayor reviewed the job descriptions for full time Police Officer, Water Treatment Plant/Waste Water Treatment Plant: General Laborer (seasonal), and WTP/WWTP Apprentice and Operator (D and F4 or higher).

Motion by Councilmember Bryan Vollmer, seconded by Councilmember Jill Picha, to approve the three job descriptions as presented on pp. 50-55 of the packet.

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

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

A. Consideration of Free Launch at Ferry Avenue Launch Ramp for Charlevoix Area Trout Tournament

Motion by Councilmember Bryan Vollmer, seconded by Councilmember Dennis Kusina, to approve Resolution 2011-05-01 as follows:

**CITY OF CHARLEVOIX
RESOLUTION 2011-05-01
WAIVE PARKING FEES FOR TROUT TOURNAMENT**

WHEREAS, the Lake Charlevoix Area Trout Tournament will be held on June 10, 11, and 12, 2011; and

WHEREAS, the Lake Charlevoix Area Trout Tournament is requesting that parking fees be waived for the tournament; and

WHEREAS, the Charlevoix Area Trout Tournament is requesting parking fees to be waived for a practice fishing day on June 9, 2011.

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

BE IT RESOLVED, THAT THE CITY COUNCIL OF THE CITY OF CHARLEVOIX hereby waives parking fees for the Lake Charlevoix Area Trout Tournament from June 9 to June 12, 2011.

RESOLVED, this 16th day of May, A.D. 2011.

Resolution adopted by the following yea and nay votes:
Yeas: Cole, Kusina, Picha, Stevens Vollmer

Nays: None
 Absent: Gennett

- B. Consideration of Free Launch at Ferry Avenue Launch Ramp for 1st Annual Brent Aronson Memorial Fishing Benefit
 Motion by Councilmember Jill Picha, seconded by Councilmember Shane Cole, to approve Resolution 2011-05-02 as follows:

**CITY OF CHARLEVOIX
 RESOLUTION 2011-05-02
 WAIVE PARKING FEES FOR ARONSON FISHING BENEFIT**

WHEREAS, the 1st Annual Brent Aronson Memorial Fishing Benefit will be held on June 18, 2011; and
 WHEREAS, the Brent Aronson Memorial Fishing Benefit 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; and

BE IT RESOLVED, THAT THE CITY COUNCIL OF THE CITY OF CHARLEVOIX hereby waives parking fees for the Brent Aronson Memorial Fishing Benefit on June 18, 2011.

RESOLVED, this 16th day of May, A.D. 2011.

Resolution adopted by the following yea and nay votes:
 Yeas: Cole, Kusina, Picha, Stevens, Vollmer
 Nays: None
 Absent: Gennett

X. Ordinances
 None.

XI. Miscellaneous Business
 Councilmember Jill Picha complimented the City's EMS services.

Councilmember Dennis Kusina offered congratulations to Councilmember Picha, who is now the Vice President of the Michigan Municipal League, Region 6.

Councilmember Shane Cole reminded people to vote for Charlevoix as one of the 50 best yachting towns for *Yachting* magazine.

XII. Audience - Non-agenda Input (written requests take precedent)
 Bob Timms asked Council to consider the possibility of renting out ten spaces rather than installing meters in the DeWitt lot when they review their options.

XIII. Adjourn
 The Mayor stated if there were no objections, the meeting would adjourn.
 There were no objections.
 Meeting adjourned at 8:08 p.m.

Carol A. Ochs	City Clerk	Norman L. Carlson, Jr.	Mayor
Accounts Payable – 05/17/2011			
ACE HARDWARE	4,495.37	DVORACEK, DANA J.	18.92
AIRGAS GREAT LAKES INC.	1,375.50	EAST JORDAN IRON WORKS	2,946.00
ALL AMERICAN LOCK AND SAFE	485.00	ELMER'S	1,275.00
ALL-PHASE ELECTRIC SUPPLY CO.	33.62	EMERGENCY MEDICAL PRODUCTS	
ALP LIGHTING COMPONENTS INC.	972.72	INC	165.42
AMERICAN TRADE MARK CO	114.31	EMMET BRICK & BLOCK	170.00
ASSOC OF PUBLIC TREASURERS	135.00	FAMILY FARM & HOME	559.00
AUTO VALUE	595.17	FASTENAL COMPANY	8.84
AVFUEL CORPORATION	31,083.60	FISHER SCIENTIFIC	775.91
BAILEY, MATT	199.40	GALLS AN ARAMARK COMPANY	353.95
BAKER COLLEGE OF CADILLAC	245.00	GBS INC.	74.90
BEAVER RESEARCH COMPANY	167.00	GINOP SALES INC	47.78
BINGHAM, JODI	52.02	GRAHAM, SHERYL	100.00
BIOTECH AGRONOMICS INC	14,877.66	GRAINGER	269.56
BRACE TWINE	93.68	GRAPHIC CONTROLS LLC	346.21
BS& A SOFTWARE	880.00	GREAT LAKES PIPE & SUPPLY	18.00
CALDWELL, JAMES P.	337.48	HACH COMPANY	636.94
CALIFORNIA CONTRACTORS SUPPLY	199.80	HAGGARD'S INC	379.04
CAREY, KEITH	220.32	HARRELL'S	665.00
CARQUEST OF CHARLEVOIX	1,160.70	HOGARTH'S PEST CONTROL CO.	225.00
CERTIFIED LABORATORIES	979.22	HOLIDAY COMPANIES	675.72
CHARLEVOIX AGENCY	110.00	INDEPENDENT DRAFTING SERVICES	1,504.00
CHARLEVOIX CAR WASH	74.70	JACK DOHENY SUPPLIES INC	785.16
CHARLEVOIX SCREEN MASTERS INC	821.35	KLINE, JILL	8.93
CHARTER COMMUNICATIONS	842.86	KMart	65.61
CHERRINGTON ENTERPRISES INC.	80.68	KORTHASE FLINN	2,085.47
CINTAS FIRST AID & SAFETY	65.55	KROONDYK, MONICA	42.34
CITY OF CHARLEVOIX - UTILITIES	23,924.92	KSS ENTERPRISES	45.16
CITY OF CHARLEVOIX-PETTY CASH	669.99	KUSINA, DENNIS	48.96
COLUMBIA TELECOMMUNICATIONS	3,313.63	LAKESHORE TIRE & AUTO SERVICE	41.85
DAVE KRING CHEVROLET	21.25	LEOPARD BRANDS INC.	97.31
DELL MARKETING L P	2,486.13	MANAGEMENT AND BEHAVIOR	700.00
DESIGN ASSOCIATES	140.00	MARVIN'S GARDENS INC	59.90
DITCH WITCH SALES OF MICHIGAN	1,306.45	MICHIGAN MUNICIPAL LEAGUE	10,507.00
DTE ENERGY	542.96	MICHIGAN OFFICEWAYS INC	1,386.91

MID STATES BOLT & SCREW CO	28.18	SPENCER, MICHAEL	74.02
NATIONAL CRIME PREVENTION	338.00	STANDARD ELECTRIC CO	614.48
NEALIS ENGINEERING	3,120.00	STATE OF MICHIGAN	15,483.43
NORTHERN CREDIT BUREAU	20.00	STRAEBEL, ROBERT J.	209.10
NORTHERN FIRE & SAFETY	548.00	SYSTEMS SPECIALISTS INC	190.00
NORTHERN MICHIGAN JANITORIAL	327.75	TERMINAL SUPPLY CO	132.34
NORTHERN MICHIGAN REVIEW INC.	544.86	TRAVERSE REPRODUCTION	824.20
NORTHERN SAFETY CO INC	324.45	TRI-TURF	660.00
NYE UNIFORM CO	546.29	TURFGRASS INC	106.31
OCHS, CAROL	20.00	U S BANK	112.50
OLDIES AGENCY, THE	500.00	UNITED STATES PLASTIC CORP.	48.36
OLESON'S FOOD STORES	21.94	UP NORTH PROPERTY SERVICES LLC	1,077.00
OTEC	157.00	USA BLUE BOOK	1,516.76
PARASTAR INC.	1,218.62	VAN'S BUSINESS MACHINES	204.73
PEACHTREE BUSINESS PRODUCTS	144.00	VILLAGE GRAPHICS INC.	168.15
PERFORMANCE ENGINEERS INC	7,340.00	VOSS LIGHTING	256.86
PERRON, JOHN	49.40	WHARFSIDE ENT. LTD.	1,100.00
PRESTON FEATHER	289.88	WHITE, DONNA	76.00
PROGRESSIVE MEDICAL INT'L	181.00	WHITLEY, JOHN F.	48.00
PRO-VISION VIDEO SYSTEMS	9,362.97	WHITLEY'S FLOOR COVERING	235.96
QUILL CORP	598.01	WILLCOME TREE SERVICE	150.00
RAMAR SERVICE	130.00	WORK & PLAY SHOP	273.48
REHMANN-ROBSON & CO	9,000.00	YOUNG GRAHAM	6,309.93
RTC	403.00		
SOUTH POINT COLLISION INC	1,675.00	TOTAL	187,357.22
SPARTAN DISTRIBUTORS INC	404.43		

ACH Payments – 04/29/2011 - 05/09/2011

MERS OF MICHIGAN	49,380.06	MI PUBLIC POWER AGENCY	12,394.17
MI PUBLIC POWER AGENCY	19,118.52	TOTAL	80,892.75

PAYROLL: NET PAY

Pay Period Ending 05/07/2011 – Paid 05/13/2011

WELLER, LINDA JO	1,256.93	BROWE, RAYMOND L.	492.56
STRAEBEL, ROBERT J.	2,414.40	EAGLESON, WAYNE L.	485.49
BRANDI, RICHARD M.	1,734.01	MCGHEE, ROBERT R.	934.63
LOY, EVELYN R.	983.11	CROSS, MARCUS E.	632.02
KLOOSTER, ALIDA K.	1,470.88	VANLOO, JOSEPH G.	571.33
BROWN, STEPHANIE C.	1,102.33	STEBE, LAURA A.	67.94
OCHS, CAROL A.	900.00	HART, TERESA M.	839.75
CAREY, KEITH V.	1,160.62	RUSSELL, COURTNEY S.	46.81
SPENCER, MICHAEL D.	1,500.84	BOAL, DAVID W.	860.81
SPENCLEY, PATRICIA L.	1,032.88	MILLIGAN, DESMOND E.	69.82
NASH, JENNIFER B.	973.08	BENNETT, THOMAS A.	353.67
KILKENNY, PATRICK M.	734.38	DURRENBERGER, LARRY J	142.23
UMULIS, MATTHEW T.	1,658.74	BULLARD, ANDREW D.	818.20
METDEPENNINGEN, SARAH	1,260.25	STEIN, DONNA E.	118.58
WARNER, JANINE M.	1,263.38	BAILEY, MATTHEW L.	1,986.80
EVANS, HALBERT K.	426.95	DVORACEK, DANA J.	1,148.36
SCHLAPPI, JAMES L.	960.18	GILL, DAVID R.	505.58
GREYERBIEHL, KEVIN M.	148.67	HAYNES, STEPHANIE L.	537.20
ORBAN, BARBARA K.	1,756.45	MERRILL JR, CARL J.	491.98
IVAN, PAUL M.	1,706.29	BUDDE, ELAINE J.	157.50
SCHWARTZFISHER, JOSEPH	990.30	SHRIFT, PETER R.	1,112.43
ROLOFF, ROBERT P.	1,646.63	DOAN, GERARD P.	1,700.03
BRODIN, WILLIAM C.	1,175.31	HANKINS, SCOTT A.	1,438.53
RILEY, DENISE M.	375.94	KLOOSTER, PATRICK H.	124.55
CALDWELL, JAMES P.	1,294.82	KLOOSTER, JUSTIN N.	274.47
WURST, RANDALL W.	1,365.36	COPPOCK, TIMOTHY M.	1,130.47
MAYER, SHELLEY L.	1,378.76	WHITLEY, JOHN F.	2,010.64
HILLING, NICHOLAS A.	1,228.92	BLANCHARD, SCOTT W.	1,841.75
MEIER III, CHARLES A.	1,384.43	FRYE, EDWARD J.	1,133.85
JACOBS, DOUGLAS R.	2,161.39	SWEM, DONALD L.	1,701.70
NISWANDER, JOSEPH F.	1,276.88	MORRISON, KEVIN P.	1,108.85
WELLS JR., DONALD E.	1,715.28	HODGE, MICHAEL J.	1,343.24
JONES, TERRI L.	1,204.94	JOHNSON, STEVEN P.	1,240.97
BRADLEY, KELLY R.	1,248.17	ZIPP, DONALD R.	1,266.83
EATON, BRAD A.	1,520.43	BISHAW, JAMES H.	636.70
WILSON, TIMOTHY J.	1,654.73	DISHONG, AARON S.	1,014.26
HART II, DELBERT W.	612.37	HEID, THOMAS J	1,311.99
LAVOIE, RICHARD L.	1,338.52	GRUNCH, RONALD J.	190.47
STEVENS, BRANDON C.	1,096.14	BOOTH, GEORGE E.	213.07
ELLIOTT, PATRICK M.	1,528.24	DAVIS, RONALD L.	80.07
WILSON, RICHARD J.	1,098.63	BRENNAN, PEGGY L.	147.50
JONES, ROBERT F.	1,188.09	BUDAY, JOAN E.	147.50
NISWANDER, LOGAN J.	478.90		
SIEGMUND, CHRISTOPHER	618.26	TOTAL	86,456.94

**PAYROLL: TRANSMITTAL
 05/13/2011**

**EFTPS* Payroll Taxes	28,411.04	MI STATE DISTRICT UNIT	128.28
AMERICAN FAMILY LIFE	(138.40)	NORTHWESTERN BANK	422.76
CHAR EM UNITED WAY	65.00	POLICE OFFICERS LABOR	352.00
CHARLEVOIX STATE BANK	619.21	PRIORITY HEALTH	202.05
COMMUNICATION WORKERS	504.23	STATE OF MICHIGAN	4,599.76
ICMA RETIREMENT TRUST 401	692.86		
ICMA RETIREMENT TRUST 457	6,523.21	TOTAL	42,382.00