

**CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES**

Monday, June 4, 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 Bryan Vollmer, Shane Cole, Lyle Gennett, Dennis Kusina, Jill Picha, Greg Stevens
Absent: None

III. Inquiry Regarding Possible Conflicts of Interest

None.

IV. Consent Agenda

The following items were approved and filed:

- A. Approval of Minutes – May 21, 2012 Regular Meeting Minutes
- B. Accounts Payable Check Register – May 23, 2012
- C. Accounts Payable Check Register – June 5, 2012
- D. ACH Payments – May 9, 2012 – May 29, 2012
- E. Payroll Check Register – May 25, 2012
- F. Payroll Transmittal – May 25, 2012

V. Public Hearings

None.

VI. Reports

The Manager referenced the Michigan Municipal League Conference materials in the Council packets. Members should let Linda Weller know by June 18 if they wish to attend. The Manager said that the travel policy was also provided for Council, and Members should advise staff if they think some changes to the policy need to be discussed.

The Manager asked to be excused from the July 2, 2012 City Council meeting for his vacation. Council had no objections to the Manager's absence from the July meeting.

VII. Requests, Petitions and Communications and Actions Thereon

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

This is an annual request. In order to waive fees for special events, Council must do so by resolution. The Mayor opened the item to public comment. There were no comments. The Mayor closed the item to public comment. Action by resolution.

B. Request for Dockage and Update on *Le Griffon* Expedition

The Mayor reviewed the history of the *Le Griffon* expedition and their desire to use Charlevoix as a home port. The location for the docking of the boat is a non-DNR funded area, so the DNR does not need to approve the waiving of fees, but City Council would need to authorize waiving the fees. The Mayor opened the item to public comment. There were no comments.

Motion by Councilmember Greg Stevens, seconded by Councilmember Lyle Gennett, to authorize the free dockage of the *Nomad*, a 28' dive boat, at the old Coast Guard dock adjacent to the Charlevoix City Marina during June and July, 2012 for the *Le Griffon* expedition.

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

C. Purchase of 2013 Ford Utility Police Interceptor

Police Chief Gerard Doan reviewed the specification for the on-road ready package that had been overlooked by both parties when the bids were open and awarded by Council previously. Under direction of the City Attorney, both parties were asked to resubmit. The total is higher, but still under the budgeted amount. Chief Doan recommends the low bid, which is \$10 lower, from Mathers Ford of Boyne City. General remarks from Council and the Mayor were that it was not right to take the bid away from Fox of Charlevoix over a \$10 difference, when the bids had previously been open and both parties were aware of the other's total. The Mayor opened the item to public comment. There were no comments. The Mayor closed the item to public comment.

Motion by Councilmember Greg Stevens, seconded by Councilmember Dennis Kusina, to award Fox Ford of Charlevoix the vehicle bid for the 2013 Ford Utility Police Interceptor police vehicle in the amount of \$28,901.72.

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

D. Consideration to Approve a Feasibility Study with Honeywell

Dick Williams from Honeywell International presented a feasibility study proposal for an energy and operational savings program. If the City chooses to complete the feasibility study, it is not obligated to complete the identified projects. The Mayor opened the item to public comment. There were no comments. The Mayor closed the item to public comment.

Motion by Councilmember Jill Picha, seconded by Councilmember Bryan Vollmer, to approve the Memorandum of Understanding between the City of Charlevoix and Honeywell International dated May 31, 2012.

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

E. Consideration to Approve Contract with Communication Consultants for a New Phone System

The Manager reviewed two changes made to the contract by the City Attorney: Section 4.1.1. change the word "district" to "owner" and Section 5.23.1. remove the word "repeatedly." Communication Consultants has agreed to the changes. The amendments do not change the spirit of the contract. The Mayor opened the item to public comment. There were no comments. The Mayor closed the item to public comment.

Motion by Councilmember Shane Cole, seconded by Councilmember Lyle Gennett, to approve the draft agreement for the Installation of Telephone Equipment and Software with Communications Consultants, Inc., with the minor changes proposed by the City Attorney and City Manager.

Yeas: Vollmer, Cole, Gennett, Kusina, Picha, Stevens
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

Motion by Councilmember Jill Picha, seconded by Councilmember Bryan Vollmer, to approve Resolution 2012-06-01 as follows:

**CITY OF CHARLEVOIX
RESOLUTION 2012-06-01
WAIVE PARKING FEES FOR TROUT TOURNAMENT**

WHEREAS, the Lake Charlevoix Area Trout Tournament will be held on June 8, 9, and 10, 2012; 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 7, 2012.

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 7 to June 10, 2012.

RESOLVED, this 4th day of June, A.D. 2012.

Resolution adopted by the following yea and nay vote:

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

X. Ordinances

None.

XI. Miscellaneous Business

Councilmember Jill Picha asked about some uplifted concrete near the bases of trees downtown. The Manager will take a look and review options with Pat Elliott. He would like to preserve trees, but the City also can't have a tripping hazard.

Ms. Picha will not be at the June 18 meeting.

Councilmember Greg Stevens complimented Recreation Director Teresa Hart and Mt. McSauba Camp Director Linda Amstutz's efforts to seek out children who can use the surplus camp grant scholarships available this year.

Councilmember Lyle Gennett stated he had walked down by the channel, and [the work on the sign] already looks better with removal of shrubs. The Manager said the work on the sign for the Eagle Scout project will hopefully be done by next week.

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

Kelly Ward, May Street resident, asked for an update about slowing the traffic on May Street. Police Chief Doan informed Council he has increased traffic efforts there, both by increasing the tickets issued and increasing traffic stops. The Chief's focus is to try and promote a healthier environment to obey traffic laws.

Ms. Ward stated the increased police presence has made the situation better, but she would really like to cut down on aggressive drivers, especially when the police presence isn't there. She would like to see extra stop signs on the street.

The Manager stated that deterring traffic from that neighborhood by increasing the number of stop signs will put more pressure on other neighborhoods. Additionally, staff would not want to diminish the significance of stop signs; they aren't an appropriate tool to control speeds. The Chief stated that they are looking at the safe school routes and the may reinstate the speed limit warning sign program. Additional speed limit signs are also going to be installed. There will also be better demarcation for pedestrians and bicycles when that intersection is repaired this summer.

XIII. Adjourn

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

There were no objections.

Meeting adjourned at 7:42 p.m.

Accounts Payable – 05/23/2012			
AT&T MOBILITY	146.10	PRIORITY HEALTH	36,907.16
CHARLEVOIX STATE BANK	6,514.70	STANDARD INSURANCE CO	1,344.18
COMMAND FIRE APPARATUS	21,500.00	VERIZON WIRELESS	56.72
DELTA DENTAL	4,395.51	VISION SERVICE PLAN	504.57
GREAT LAKES ENERGY	202.06	TOTAL	71,571.00

Accounts Payable – 06/05/2012			
ALL-PHASE ELECTRIC SUPPLY CO.	609.89	HYDE SERVICES LLC	868.45
AMERICAN SAFETY UTILITY CORP	135.42	HYDRO DYNAMICS	295.00
AMERICAN WASTE INC.	65.00	INDEPENDENT DRAFTING SERVICES	3,840.00
ANYBATTERY INC.	390.81	INTELLIGENT PRODUCTS INC	902.32
AT&T LONG DISTANCE	205.94	IVAN, PAUL	41.00
AUTO VALUE	667.45	J & S PORTABLE RESTROOMS	45.00
AVFUEL CORPORATION	60,258.84	J. THOMAS DISTRIBUTORS LLC	64.00
B & L SOUND INC	416.36	KENDALL ELECTRIC INC.	393.59
BAILEY, MATTHEW L.	167.04	KING PAR LLC	55.99
BARUZZINI GENERAL CONTRACTORS	2,475.00	KMart	203.96
BLARNEY CASTLE OIL CO	1,051.47	KSS ENTERPRISES	22.94
BRANDI, RICHARD	41.00	KUNDINGER CONTROLS	396.42
BROWN, STEPHANIE	245.62	KUSINA, DENNIS	19.98
BY THE BAY CLEANING LLC	357.00	KUSSMAUL ELECTRONICS CO	173.78
CALDWELL, JAMES P.	41.00	LAKESHORE TIRE & AUTO SERVICE	64.90
CAREY, KEITH	98.17	MARVIN'S GARDENS INC	14.95
CHARLEVOIX AGENCY	244.00	MCMASTER-CARR	100.90
CHARLEVOIX COLLISION INC.	3,084.09	MDA	264.03
CHARLEVOIX COTTAGE CARE INC.	200.00	MICHIGAN TASER DISTRIBUTING	202.25
CHARLEVOIX SCREEN MASTERS INC	2,313.50	N M A C P	50.00
CHARLEVOIX TOWNSHIP	10.50	NASH, JENNIFER	41.00
CHEMSEARCH	360.24	NETSOURCE ONE INC.	169.97
CINTAS FAS LOCKBOX 636525	64.55	NORTHERN LAKES	3,500.00
CITY OF CHARLEVOIX-PETTY CASH	544.50	NORTHERN MICHIGAN JANITORIAL	2,041.65
CLINICAL TECHNOLOGY INC.	499.37	NORTHERN MICHIGAN REVIEW INC.	1,331.60
COLOSIMO, REBECCA	50.00	NORTHERN PUMP SERVICE INC.	4,880.00
COMMAND FIRE APPARATUS	96,750.00	NORTHERN SAFETY CO INC	59.51
CORWIN, JASON	41.44	NOVOTNY, JIM	72.09
DESIGN ASSOCIATES	8,080.00	NYE UNIFORM CO	125.18
DITCH WITCH SALES OF MICHIGAN	463.20	OLD DOMINION BRUSH	38.22
DOAN, GERARD	41.00	OMS COMPLIANCE SERV INC	123.75
DTE ENERGY	3,614.55	ORBAN, BARBARA	15.52
DVORACEK, DANA J.	41.00	PEARSALL, MICHAEL	450.00
EJ USA INC.	548.78	PRESTIGE FLAG	207.22
ELLIOTT, PATRICK M.	41.00	PRESTON FEATHER	1,796.94
ELLSWORTH FARMER'S EXCHANGE	50.00	S&W HEALTHCARE CORPORATION	119.09
EMERGENCY MEDICAL PRODUCTS INC	228.82	SALES & MARKETING OF MICHIGAN	19.65
EVANS, HAL	41.00	SCHMUCKAL OIL CO	720.70
FASTENAL COMPANY	7.79	SHARROW MASONRY INC	577.50
FLOTATION DOCKING SYSTEMS INC.	72.00	SPARTAN DISTRIBUTORS INC	615.96
FOX CHARLEVOIX	28.00	SPENCER, MICHAEL	41.00
FREIDINGER M.D., REED K.	79.00	STATE INDUSTRIAL PRODUCTS	865.01
GALMORE'S INC	42.74	STRAEBEL, ROBERT J.	41.00
GCSAA	340.00	SWEM, DONALD L.	41.00
GORDON FOOD SERVICE	63.95	SYSCO GRAND RAPIDS	72.90
GRAINGER	58.00	TRAVERSE REPRODUCTION	6,995.00
GRAPHIC CONTROLS LLC	267.14	TRI-TURF	467.23
GREAT LAKES ELEVATOR LLC	276.00	TURFGRASS INC	551.00
GRIFFIN BEVERAGE CO	57.40	UP NORTH PROPERTY SERVICES LLC	1,939.00
HANKINS, PENNY	34.70	UST FIRE APPARATUS	33.31
HANKINS, SCOTT	41.00	WELLER, LINDA	41.00
HARRELL'S	2,990.50	WOOD, ADAM	56.77
HART, TERESA	41.00	YOUNG GRAHAM	4,280.50
HEID, THOMAS J.	41.00	ZOLL MEDICAL CORPORATION	606.89
HOGARTH'S PEST CONTROL INC.	225.00		
HOLIDAY COMPANIES	7,575.30	TOTAL	237,734.69

ACH Payments – 05/09/2012 – 05/29/2012			
DELUXE BUSINESS SYSTEMS	46.94	MERS OF MICHIGAN	25,125.12
MI PUBLIC POWER AGENCY	16,285.28	MI PUBLIC POWER AGENCY	16,822.21
MI PUBLIC POWER AGENCY	192,900.67		
INTERNAL REVENUE SERVICE	29,281.30	TOTAL	695,461.52

PAYROLL: NET PAY			
Pay Period Ending 05/19/2012 – Paid 05/25/2012			
WELLER, LINDA JO	1,302.97	SCHWARTZFISHER, JOSEPH	1,314.67
STRAEBEL, ROBERT J.	2,010.82	ROLOFF, ROBERT P.	2,549.43
BRANDI, RICHARD M.	1,761.62	BRODIN, WILLIAM C.	1,194.83
LOY, EVELYN R.	983.98	RILEY, DENISE M.	356.38
KLOOSTER, ALIDA K.	1,170.93	CALDWELL, JAMES P.	1,390.46
BROWN, STEPHANIE C.	1,086.05	WURST, RANDALL W.	1,561.75
OCHS, CAROL A.	915.66	MAYER, SHELLEY L.	1,383.45
CAREY, KEITH V.	1,160.07	HILLING, NICHOLAS A.	1,102.08
SPENCER, MICHAEL D.	1,525.30	MEIER III, CHARLES A.	1,480.75
SPENCLEY, PATRICIA L.	1,074.78	NISWANDER, JOSEPH F.	1,242.00
NASH, JENNIFER B.	815.45	FRYE, EDWARD J.	1,001.87
CASTIGLIONE, BENJAMIN A.	328.27	WELLS JR., DONALD E.	1,504.15
SHRIFT, PETER R.	1,225.77	JONES, TERRI L.	1,006.94
SCHLAPPI, JAMES L.	1,173.35	BRADLEY, KELLY R.	1,462.98
UMULIS, MATTHEW T.	1,301.59	EATON, BRAD A.	1,777.00
ORBAN, BARBARA K.	1,838.88	WILSON, TIMOTHY J.	1,892.07
TRAEGER, JASON A.	1,153.72	HART II, DELBERT W.	671.15
WARNER, JANINE M.	989.77	LAVOIE, RICHARD L.	1,137.27
EVANS, HALBERT K.	1,421.10	STEVENS, BRANDON C.	1,157.52
WITHROW, KATHERINE S.	437.08	ELLIOTT, PATRICK M.	1,467.22
GREYERBIEHL, KEVIN M.	432.69	WILSON, RICHARD J.	1,114.78
HASKE, CHELSEY K.	243.27	JONES, ROBERT F.	1,121.41
KALBFELL, ELLE L.	256.33	MANKER JR, DAVID W.	285.07
IVAN, PAUL M.	1,704.33	NISWANDER, LOGAN J.	574.54

SIEGMUND, CHRISTOPHER	589.22	KLOOSTER, PATRICK H.	254.07
BROWE, RAYMOND L.	635.12	COPPOCK, TIMOTHY M.	1,190.00
MCGHEE, ROBERT R.	1,095.43	BLANCHARD, SCOTT W.	1,772.48
VANLOO, JOSEPH G.	679.80	SWEM, DONALD L.	1,637.80
BRADLEY, ASHLIE D.	509.13	MORRISON, KEVIN P.	1,132.80
HART, TERESA M.	673.15	HODGE, MICHAEL J.	1,096.17
STEBE, LAURA A.	99.11	JOHNSON, STEVEN P.	1,203.56
CRAIN, CODY A.	496.61	ZIPP, DONALD R.	1,210.13
BOAL, DAVID W.	875.41	BISHAW, JAMES H.	722.99
MILLIGAN, DESMOND E.	197.35	TOWSLEY, CALVIN J.	597.25
WESCOTT, DENNIS M.	280.76	OSHABEN, NICHOLAS D.	552.25
DURRENBERGER, LARRY J.	340.68	SCAFIDI, DAVID J.	483.08
RYPSTRA III, BART	319.84	HEID, THOMAS J.	1,341.78
BAILEY, MATTHEW L.	1,658.09	GRUNCH, RONALD J.	155.42
DVORACEK, DANA J.	1,159.56	DAVIS, RONALD L.	321.01
SCHERPING, CHARLES L.	565.96	GILL, DAVID R.	976.11
STEIN, DONNA E.	309.51	SARASIN, CHRISTIAN M.	264.08
TOUGH, KENDALL J.	381.59	HAND, HEATHER K.	391.62
GENGLE, SUE E.	152.13	WENZEL, PEGGY A.	327.88
HAZEL, TENA S.	275.14	SCHNEIDER, DENNIS R.	184.19
CESARO, JASON M.	13.50	BAGINSKI, JORDAN R.	165.08
RAMSEY, KYLE J.	67.50	STEVENS, JEFFREY W.	103.29
TRAVERS, MANUEL J.	348.76	ROLOFF, AUDREY M.	498.41
SILVA, JESSE L.	226.49	MATTER, DAWSON K.	408.91
RILEY, DANIEL	746.07	MARSH JR., JAMES D.	168.41
O'CONNOR, BRUCE E.	825.15	RILEY, TIMOTHY	94.50
WHITLEY, ADAM	354.04	SCOTT JR., WINFIELD	141.75
SCHOOFF, WILLIAM R.	898.17	BERGMANN, DOUGLAS M.	114.74
BUDDE, ELAINE J.	160.13	MACDONALD, BRIAN K.	523.04
COLT, JUDITH C.	130.00	BRENNAN, PEGGY L.	140.00
DOAN, GERARD P.	1,253.62	BUDAY, JOAN E.	150.00
HANKINS, SCOTT A.	1,431.99	TOTAL	92,135.36

PAYROLL: TRANSMITTAL
05/25/2012

AMERICAN FAMILY LIFE	402.61	NORTHWESTERN BANK	252.00
CHAR EM UNITED WAY	93.00	PRIORITY HEALTH	745.71
CHARLEVOIX STATE BANK	743.47	VANTAGEPOINT TRANSFER 457	9,065.33
COMMUNICATION WORKERS	490.47	VANTAGEPOINT TRANSFER 401	699.79
MERS	390.00		
MI STATE DISBURSEMENT	596.19	TOTAL	13,478.57