

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, July 16, 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: Jim Young
City Manager: Rob Straebel
City Clerk: Carol A. Ochs
Members Present: Council members Dennis Kusina, Jill Picha, Greg Stevens, Bryan Vollmer, Shane Cole, Lyle Gennett
Absent: None

III. Inquiry Regarding Possible Conflicts of Interest

None.

IV. Consent Agenda

The following items were approved and filed:

- A. Approval of Minutes – July 2, 2012 Regular Meeting Minutes
- B. Accounts Payable Check Register – June 29, 2012
- C. Accounts Payable Check Register – July 17, 2012
- D. ACH Payments – July 2, 2012 – July 9, 2012
- E. Payroll Check Register – July 6, 2012
- F. Payroll Transmittal – July 6, 2012

V. Public Hearings

None.

VI. Reports

The City Manager informed Council of an issue with the CWA contract regarding whether overtime wages would qualify for the ICMA contribution. The language in the contract states "gross wages." In order to keep it consistent with MERS, this would include overtime pay, standby pay, and premium pay. It doesn't amount to a lot of money, but the Manager thought it was the right thing to do to keep everything consistent. The POLC contract is the same. Both unions and the non-union employees will be treated equitably.

The jet fuel tank repairs have been completed and the tank did not leak over the past weekend's storms.

Four assessor candidates will be interviewed this week. The desire is for the three municipalities (Boyne City, Charlevoix, and East Jordan) to collaborate and hire one assessor, which will be a contract position. The assessor will be responsible for their own administrative staff. Some administrative tasks will be performed by the Treasurer's staff.

There is an Airport Committee meeting Wednesday, July 18, at 3:00 p.m.

VII. Requests, Petitions and Communications and Actions Thereon

A. Request by Charlevoix Yacht Club for Free Parking – Nucore Triangle and Red Fox Regatta

The Mayor reviewed the item. This is an annual request for Council to waive fees for this function. Action by resolution.

B. Consideration of a Contract with the Charlevoix Area Community Pool

The Mayor reviewed the items being offered for the pool auction as part of a Charlevoix hospitality package. Patty Sitzema and Bruce MacArthur from the Charlevoix Area Community Pool were available to answer questions from Council. The contract allows campers to swim at the Charlevoix Area Pool during their Thursday evening overnight in exchange for the items donated to the auction. Monies raised in excess of \$800 are given to the Charlevoix Recreation Department's Mt. McCauba Day Camp for scholarships.

Motion by Councilmember Jill Picha, seconded by Councilmember Greg Stevens, to direct the Mayor and City Clerk to sign the agreement with Charlevoix Area Community Pool.

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

Nays: None

Absent: None

C. Discussion Regarding Proposal to Construct a Natural Gas Fireplace in East Park

John Winn reviewed the proposed project and estimated costs of gas. An anonymous donor has agreed to fund the majority of the project. Mr. Winn is working to get other elements of the project donated or at reduced cost. The donor would like to see the project completed by the Apple Festival. Council and staff discussed gas costs, possible hours of operation, and the proximity to trees. Council agreed the fireplace would be a nice amenity for the park and gave their general support for the project.

D. Repair to Fire Engine 5302 (Engine 85)

Fire Chief Paul Ivan reviewed the needed repairs to the truck. The fact that the truck is a manual transmission was considered an underlying problem, and the decision was made not to make the repairs. Since then, some former firefighters have suggested putting in an automatic transmission instead. The estimate provided in Council's packet includes swapping out the transmission, replacing the transmission cooler, making the repairs to the rear differential, and transporting the engine to Grand Rapids on a low bed truck. An anonymous donor has offered to cover the cost of the rebuilt transmission itself; the City would need to pay for the rear differential repair, labor, extraneous parts, and transportation to Grand Rapids. Council discussed the capabilities of the engine, including the fact it is four-wheel drive. Council also discussed the resale value of the truck as it is.

Motion by Councilmember Lyle Gennett, seconded by Councilmember Greg Stevens, to approve the City's portion of repairing the truck known as Fire Engine 5302 (Engine 85) as outlined on pp. 27-28 of the packet, up to \$18,000.

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

Nays: None

Absent: None

E. MABAS (Mutual Aid Box Alarm System) Membership

Fire Chief Paul Ivan showed Council a video on the MABAS system and reviewed the communities in the area who have already signed on to the program in our district. This agreement will eliminate the need for local mutual aid agreements. The system allows for quick deployment of resources to and from in-state; out-of-state and local areas in emergencies. The attorney has reviewed the agreement.

Motion by Councilmember Dennis Kusina, seconded by Councilmember Jill Picha, to authorize the Mayor to sign the Mutual Aid Box Alarm System Agreement and allow the Charlevoix Fire/EMS Department to be a member of MABAS Michigan.

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

F. Consideration to Amend Travel Expense Reimbursement Policy

The Mayor reviewed the proposed changes to the travel policy. The Manager was available to answer questions from Council.

Motion by Councilmember Shane Cole, seconded by Councilmember Bryan Vollmer, to approve the revised Travel Expense Reimbursement Policy, as outlined on pp. 47-50.

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

G. MML Worker's Compensation Fund – Election of Board of Trustees

Motion by Councilmember Jill Picha, seconded by Councilmember Dennis Kusina, to authorize the City of Charlevoix's vote be cast for the five Trustees on the official ballot.

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

H. Review of Draft Community Survey

The Manager reviewed the survey and the plans for distributing them to the community. The survey could be a valuable tool at budget time. Council did not have any revisions or additions to the survey. Council generally agreed the survey was a good idea. Council would like to see the results broken out by wards.

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. Resolution: Charlevoix Yacht Club for Free Parking – Nucore Triangle and Red Fox Regatta

Motion by Councilmember Shane Cole, seconded by Councilmember Greg Stevens, to adopt Resolution 2012-07-03 as follows:

**CITY OF CHARLEVOIX
RESOLUTION 2012-07-03
WAIVE PARKING FEES FOR CHARLEVOIX YACHT CLUB**

WHEREAS; the Charlevoix Yacht Club is hosting the Nucore Triangle Race on August 31st and the Red Fox Regatta on September 1st and 2nd, 2012; and

WHEREAS, the Charlevoix Yacht Club is requesting that parking fees be waived for the races; 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 launch/parking fees for the Nucore Triangle Race on August 31st and the Red Fox Regatta on September 1st and 2nd, 2012.

RESOLVED, this 16th day of July, A.D. 2012.

Resolution adopted by the following yea and nay vote:

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

X. Ordinances

None.

XI. Miscellaneous Business

Councilmember Jill Picha asked about a rumored building on Ferry Avenue. The Manager stated there had been some queries from Irish Boat Shop, but there have been no formal development plans or proposals at this point.

Councilmember Picha would like building items to go through the Planning Commission and the ZBA before Council has to vote on it. The Manager explained that there are items the City Planner and Zoning Administrator's office can approve administratively. However, the Manager and the Planner typically take a cautious approach and take many items to the Planning Commission first. The Attorney explained the role of the ZBA.

Councilmember Picha asked about the status of the proposed additional dock at the marina. The Manager stated that the Waterways Commission is not interested in projects expanding dockage right now. They are looking more at renovation projects. It does not look like the City will get grants for engineering and design of an additional dock. The Manager was planning on presenting the project to Council in the future to see if they desired to fund the study to move the project forward. The Mayor asked for this to be a future agenda item.

Councilmember Greg Stevens asked about dredging. The Manager stated that funding is being worked on through the Army Corps of Engineers. It's looking more favorable that funding for dredging will not be an issue. Our port should be fine for the next few years.

Councilmember Lyle Gennett said that he had received some complaints about park access during the Up North Fourth. The Manager and other Council members had also received complaints. Council generally agreed that at least part of the park should be reserved for the public and people with children who still want to listen to the music.

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

Bob Timms cautioned Council to remember that the fireplace in the park is one of those things that has a continuing expense and doesn't take care of itself. Council needs to weigh the negatives against the positives.

XIII. Adjourn

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

There were no objections.

Meeting adjourned at 8:25 p.m.

Carol A. Ochs	City Clerk	Norman L. Carlson, Jr.	Mayor
Accounts Payable – 06/29/2012			
CHARLEVOIX TOWNSHIP	10.50	VOICE ENVIRONMENTAL GROUP LLC	1,000.00
DTE ENERGY	28.21	TOTAL	1,038.71
Accounts Payable – 07/17/2012			
AIRGAS USA LLC	675.19	INTERNATIONAL INSTITUTE	135.00
AMERICAN LEGION AUXILIARY	135.00	J & B MEDICAL SUPPLY INC.	549.75
AMERICAN SAFETY UTILITY CORP	283.11	J & S PORTABLE RESTROOMS	292.00
AMSTUTZ, LINDA	150.71	J.W. TURF INC.	25.36
AUTO VALUE	354.06	JERRY'S TIRE	331.12
AVFUEL CORPORATION	54,114.91	KIWANIS CLUB OF CHARLEVOIX	39.00
B & L SOUND INC	29.98	KORTHASE FLINN	144.54
BAILEY, MATTHEW L.	36.38	KSS ENTERPRISES	767.45
BC/BS OF MI REFUNDS	29.36	LAKESHORE TIRE & AUTO SERVICE	59.95
CANNON EQUIPMENT	1,804.31	LANDSCAPE FORMS INC.	1,946.00
CAREY, RANDOLPH	6.59	LAVOIE, RICHARD	8.98
CARQUEST OF CHARLEVOIX	1,697.15	MACDONALD GARBER BROADCASTING	200.00
CHARLEVOIX AGENCY	776.16	MICHIGAN MUNICIPAL LEAGUE	9,911.20
CHARLEVOIX CITY BAND	4,800.00	MICHIGAN OFFICEWAYS INC	3,561.67
CHARLEVOIX COUNTY	75.00	MUNICIPAL SUPPLY CO	667.00
CHARLEVOIX COUNTY TREASURER	865.22	MURRAY'S CREATIONS	32.00
CHARLEVOIX SCREEN MASTERS INC	1,655.50	NORTH COAST FASTENERS LLC	47.18
CHARLEVOIX VENETIAN FESTIVAL	12,000.00	NORTHERN MICHIGAN JANITORIAL	179.40
CHARTER COMMUNICATIONS	926.22	NORTHERN SAFETY CO INC	856.36
CITY OF CHARLEVOIX - UTILITIES	31,022.36	NYE UNIFORM CO	209.22
CIVIC SYSTEMS	7,529.00	OLESON'S FOOD STORES	420.61
CLEAR WATER PLUMBING & HEATING	1,215.13	ORIENTAL TRADING COMPANY INC	214.27
CRYSTAL FLASH ENERGY	1,623.90	OSTLUND PEST CONTROL LLC	155.00
DITCH WITCH SALES OF MICHIGAN	840.82	OUDBIER INSTRUMENT CO	6,065.00
DORNBOSS SIGN & SAFETY INC.	445.29	PERFORMANCE ENGINEERS INC	5,295.00
DOUGLASS SAFETY SYSTEMS LLC	711.77	POSTMASTER	36.64
EAST JORDAN FAMILY HEALTH CTR	75.00	POSTMASTER - CHARLEVOIX	4,000.00
EATON CORPORATION	201.00	POWER LINE SUPPLY	1,810.41
EJ USA INC.	4,943.79	PREFERRED WASTE 2 LLC	425.00
ELECTION SYSTEMS & SOFTWARE	29.50	PRESTON FEATHER	31.86
EMMET BRICK & BLOCK	116.44	RADEMACHER, JOSH	75.00
FINLEY, MICHELLE	3.21	REHMANN-ROBSON & CO	9,000.00
FISHER SCIENTIFIC	268.08	SEARS COMMERCIAL ONE	215.98
FUEL TECH INC.	21,180.00	SHARROW MASONRY INC	1,257.50
GAUTHIER, STEVE	1,200.00	SITE PLANNING DEVELOPMENT INC	1,837.50
GBS INC.	581.33	SPARTAN DISTRIBUTORS INC	205.53
GINOP SALES INC	199.73	SPARTAN STORES LLC	110.51
GOLF DIGEST	29.66	SPEEDWRENCH INC.	585.31
GORDON FOOD SERVICE	223.07	STANDARD ELECTRIC CO	15.00
GRAINER	197.96	STATE OF MICHIGAN	175.00
GRAND TRAVERSE DIESEL INC.	43.53	STATE OF MICHIGAN	600.00
GRIFFIN BEVERAGE CO	150.00	SUPERIOR MECHANICAL	150.00
HAGGARD'S INC	60.00	UP NORTH PROPERTY SERVICES LLC	3,657.00
HARBOR HOUSE PUBLISHERS	577.50	VILLAGE GRAPHICS INC.	141.55
HARBOR STEEL & SUPPLY CORP	90.00	WATERWAY OF MICHIGAN LLC	3,552.00
HASKE, CHELSEY	19.98	WINNELL, CHARLES	1,385.00
HI-LINE UTILITY SUPPLY	445.30	WORK & PLAY SHOP	378.11
INDEPENDENT DRAFTING SERVICES	2,128.00	ZOLL MEDICAL CORPORATION	606.89
INTELLIGENT PRODUCTS INC	764.92	TOTAL	219,695.97
ACH Payments – 07/02/2012 – 07/09/2012			
MI PUBLIC POWER AGENCY	22,905.81	VANTAGEPOINT (457 ICMA PLAN)	12,493.53
INTERNAL REVENUE SERVICE	35,009.77	MI PUBLIC POWER AGENCY	24,905.79
VANTAGEPOINT (401 ICMA PLAN)	699.79	TOTAL	96,014.69
PAYROLL: NET PAY			
Pay Period Ending 06/30/2012 – Paid 07/06/2012			
WELLER, LINDA JO	1,275.38	CAREY, KEITH V.	1,160.07
STRAEBEL, ROBERT J.	2,347.54	SPENCER, MICHAEL D.	1,525.30
BRANDI, RICHARD M.	1,761.62	SPENCLEY, PATRICIA L.	1,199.22
LOY, EVELYN R.	1,005.72	NASH, JENNIFER B.	604.14
KLOOSTER, ALIDA K.	1,636.66	CASTIGLIONE, BENJAMIN	629.13
BROWN, STEPHANIE C.	1,087.35	SHRIFT, PETER R.	1,159.23
OCHS, CAROL A.	915.66	SCHLAPPI, JAMES L.	976.60

UMULIS, MATTHEW T.	1,255.09	BROWN, MELINA M.	317.07
ORBAN, BARBARA K.	1,589.32	BRADLEY, ASHLIE D.	703.37
TRAEGER, JASON A.	1,362.54	CRAIN, CODY A.	591.29
WARNER, JANINE M.	1,095.48	BOAL, DAVID W.	852.00
EVANS, HALBERT K.	1,421.10	WESCOTT, DENNIS M.	319.15
KAMINSKI, SARAH M.	47.69	DURRENBERGER, LARRY J	298.45
BINGHAM, LARRY E.	819.96	RYPSTRA III, BART	273.94
CALDWELL, MARY K.	737.61	BAILEY, MATTHEW L.	1,892.09
BRANDI, MAURA E.	522.62	DVORACEK, DANA J.	1,234.56
WITHROW, KATHERINE S.	342.93	SCHERPING, CHARLES L.	467.07
GREYERBIEHL, KEVIN M.	584.91	STEIN, DONNA E.	406.82
HASKE, CHELSEY K.	485.79	TOUGH, KENDALL J.	554.96
KALBFELL, ELLE L.	78.05	GENGLE, SUE E.	407.15
IVAN, PAUL M.	1,704.33	HAZEL, TENA S.	557.14
SCHWARTZFISHER, JOSEPH	1,006.82	RILEY, CASEY W.	261.07
ROLOFF, ROBERT P.	1,271.17	O'CONNOR, BRUCE E.	536.42
BRODIN, WILLIAM C.	1,044.48	CARLSON JR., NORMAN	1,059.07
RILEY, DENISE M.	449.09	STEVENS, GREGORY L	724.13
CALDWELL, JAMES P.	1,390.46	PICHA, C JILL	476.99
WURST, RANDALL W.	1,575.76	KUSINA, DENNIS	656.99
MAYER, SHELLEY L.	1,653.82	COLE, SHANE	464.67
HILLING, NICHOLAS A.	1,263.19	GENNETT, LYLE E	510.74
MEIER III, CHARLES A.	1,649.60	VOLLMER, BRYAN R.	409.50
NISWANDER, JOSEPH F.	1,261.72	DOAN, GERARD P.	1,253.62
FRYE, EDWARD J.	1,018.60	HANKINS, SCOTT A.	1,431.99
WELLS JR., DONALD E.	1,755.67	KLOOSTER, PATRICK H.	632.55
JONES, TERRI L.	604.58	LEE, LOREN G.	749.13
BRADLEY, KELLY R.	1,472.89	WHALEN, ERIC J.	821.09
EATON, BRAD A.	1,711.02	BOSS, JOHN M.	473.14
WILSON, TIMOTHY J.	2,119.95	GLENNY, GRACE A.	507.26
HART II, DELBERT W.	347.15	COPPOCK, TIMOTHY M.	1,213.85
LAVOIE, RICHARD L.	1,218.98	BLANCHARD, SCOTT W.	2,079.51
STEVENS, BRANDON C.	1,264.21	SWEM, DONALD L.	1,637.80
DRAVES, MARTIN J.	1,659.85	WHITLEY, ANDREW T.	1,388.13
ELLIOTT, PATRICK M.	1,467.22	MORRISON, KEVIN P.	1,096.52
WILSON, RICHARD J.	1,079.18	HODGE, MICHAEL J.	1,328.24
JONES, ROBERT F.	1,338.43	JOHNSON, STEVEN P.	1,473.03
MANKER JR, DAVID W.	537.25	ZIPP, DONALD R.	1,422.51
NISWANDER, LOGAN J.	574.54	BISHAW, JAMES H.	666.79
SIEGMUND, CHRISTOPHER	698.24	TOWSLEY, CALVIN J.	597.25
BROWE, RAYMOND L.	566.96	OSHABEN, NICHOLAS D.	158.41
RAMSEY, ARIEL M.	379.75	SCAFIDI, DAVID J.	444.59
CHRISTENSEN-DIEHL, CLAUDE	262.68	WALDRON, DANIEL C.	404.51
LEUSINK, DANIEL L.	491.13	LUDWIG, BRETT M.	304.27
MCGHEE, ROBERT R.	1,095.43	MORLEY, ANDREW J.	532.49
VANLOO, JOSEPH G.	649.27	DARNTON, COLIN T.	321.47
HART, TERESA M.	801.22	HEID, THOMAS J	1,341.78
STEBE, LAURA A.	99.11	BAIER, GEORGE A.	273.38
AMSTUTZ, LINDA J.	851.96	GRUNCH, RONALD J.	255.99
PETERS, BRIDGET R.	647.13	DAVIS, RONALD L.	241.83
KLOOSTER, TRAVIS F.	569.13	GILL, DAVID R.	883.16
MIELKE, LAUREN K.	569.13	SARASIN, CHRISTIAN M.	362.88
CRICK, HAILEY C.	516.18	HAND, HEATHER K.	283.47
PETERSON, ELIZABETH A.	574.54	WENZEL, PEGGY A.	404.02
FAUST, ERICKA N.	629.13	SCHNEIDER, DENNIS R.	346.19
SCHEMANSKI, CHRYSYAL	454.95	BAGINSKI, JORDAN R.	331.08
DRURY JR., DAVID C.	259.96	TOTAL	109,819.14

PAYROLL: TRANSMITTAL
07/06/2012

AMERICAN FAMILY LIFE	402.61	MI STATE DISBURSEMENT	596.19
CHAR EM UNITED WAY	95.00	NORTHWESTERN BANK	252.00
CHARLEVOIX STATE BANK	743.47	POLICE OFFICERS LABOR	325.50
COMMUNICATION WORKERS	501.19	PRIORITY HEALTH	851.39
INDIANA STATE	80.00		
MERS	390.00	TOTAL	4,237.35