

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, August 16, 2010 — 7:00 p.m.
210 State Street, City Hall, Council Chambers, Charlevoix, MI

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

III. Inquiry Regarding Possible Conflicts of Interest

None.

IV. Consent Agenda

The following items were approved and filed:

- A. Approval of Minutes – August 2, 2010 Regular Meeting Minutes
- B. Accounts Payable Check Register – August 17, 2010
- C. Tax Disbursement – August 17, 2010
- D. Payroll Check Register– August 6, 2010
- E. Payroll Transmittal – August 6, 2010

V. Public Hearings

None.

VI. Reports

The Manager informed Council that he has been in discussions with the Tall Ship *Lynx* regarding waiving some of the dock fees. The ship serves an educational function as well as a tourist attraction. The Manager proposes waving fees for two nights. Council proposed waiving fees for all three nights.

Motion by Councilmember Greg Stevens, seconded by Councilmember Lyle Gennett, to waive docking fees for the Tall Ship *Lynx* September 2-5, 2010.

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

The Manager discussed bringing a nepotism policy to Council for their approval. Council discussed, expressing concerns that it might prohibit the City from the ability to hire a qualified candidate for a position. Council agreed for Staff to draft and present a policy for their review that might make allowances for such circumstances, perhaps by using a hiring committee, while still allowing for public transparency.

The Manager has provided a sample manager performance evaluation form. Council was agreeable to this form. The Manager will fill out the accomplishments section and forward to Council. The Manager requested Council meet in closed sessions to perform his evaluation and go over his review in September.

The Manager has provided Council with a Michigan public policy survey, which has interesting issues regarding municipal struggles. He thinks they will find the information valuable to read at their leisure.

VII. Requests, Petitions and Communications and Actions Thereon

A. Financial Audit Presentation

Annette Eustice from Rehmann was available to present the audit report and answer questions from Council.

Motion by Councilmember Jill Picha, seconded by Councilmember Greg Stevens, to accept and file the 2009-2010 City audit.

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

B. Capitalization Policy

City Treasurer Rick Brandi was available to review the item and answer questions from Council. This both establishes a policy and increases our current threshold for capitalization to \$5000, which is in line with Federal guidelines and best practices.

Motion by Councilmember Dennis Kusina, seconded by Councilmember Shane Cole, to adopt the capitalization policy, as outlined on pp. 13-14 of the packet, effective April 1, 2010 for the current fiscal year.

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

C. Long Term Utility/Street Infrastructure Plan

Street Superintendent Pat Elliott was available to present the plan and answer questions from Council. Mr. Elliott reviewed the criteria he used to evaluate the City roads and infrastructure and rank them for reconstruction or preventative maintenance repairs. Councilmember Kusina expressed concerns that the water and sewer departments aren't paying for their own repairs. The Treasurer explained that those repairs have been traditionally paid out of infrastructure funds, and the City pays as it goes, not bonding for larger projects. The Treasurer stated that area communities that have bonded for improvements have raised their rates by 30%, as required by the bond ordinance. The Manager stated that Staff's approach has been to develop a plan to use the one mill from the County millage proposal for roads responsibly, by pairing it with the infrastructure millage funds to do water/sewer projects in conjunction with road resurfacing, rather than just random resurfacing which might need to be torn up later to do a repair. In doing this, the City is not going into debt, and is still accomplishing a lot of work with the funds.

Motion by Councilmember Lyle Gennett, seconded by Councilmember Greg Stevens, to accept the long term infrastructure plan as presented, with the understanding that this document will be reviewed annually and adjusted accordingly.

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

D. Designation of Voting Delegates to the Michigan Municipal League (MML) Annual Meeting

Motion by Councilmember Jill Picha, seconded by Councilmember Shane Cole, to appoint Councilmember Lyle Gennett as voting delegate and Councilmember Dennis Kusina as alternate to the MML Annual Meeting, September 22, 2010.

Yeas: Gennett, Kusina, Picha, Stevens, Vollmer, Cole
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 that she had received complaints that some of the LED lights were hanging from the trees downtown. The Manager will get the problem fixed.

Council thanked the Treasurer and his staff for the good audit. The Treasurer gave credit to Council and Staff for their extra diligence.

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 8:22 p.m.

Carol A. Ochs	City Clerk	Norman L. Carlson, Jr.	Mayor
Accounts Payable – 08/17/2010			
ACCUMED BILLING INC.	\$ 350.89	GRAND TRAVERSE DIESEL	\$ 553.00
ACE HARDWARE	\$ 2,178.49	GREAT LAKES PIPE & SUPPLY	\$ 549.92
AIRGAS GREAT LAKES INC.	\$ 844.40	GRIFFIN BEVERAGE CO	\$ 192.40
AIS CONSTRUCTION EQUIPMENT	\$ 199.60	HAGGARD'S INC	\$ 1,562.00
ALLEN SUPPLY	\$ 272.96	HARRELL'S	\$ 150.00
ALL-PHASE ELECTRIC SUPPLY CO.	\$ 869.75	HENDERSON, MARY	\$ 20.79
AMERICAN WASTE INC.	\$ 339.00	HOFFMAN, LESLIE	\$ 27.33
AT YOUR SERVICE PLUS INC	\$ 95.00	HYDRO DESIGNS INC.	\$ 900.00
AUTO VALUE	\$ 610.97	IDEXX DISTRIBUTION INC.	\$ 930.43
B & L SOUND INC	\$ 311.91	INDEPENDENT DRAFTING SERVICES	\$ 1,984.00
BOUND TREE MEDICAL LLC	\$ 136.98	J & S PORTABLE RESTROOMS	\$ 380.00
BRADFORD'S	\$ 171.00	JOHNSON, MIKE OR MICHELLE	\$ 30.00
BURKLE, CHARLIE	\$ 100.00	KLEIBER, NATASHIA	\$ 100.00
CARDINAL CARPET CLEANING	\$ 1,500.00	KMart	\$ 214.30
CARQUEST OF CHARLEVOIX	\$ 1,247.55	KORTHASE FLINN	\$ 744.77
CCP INDUSTRIES INC	\$ 375.64	KSS ENTERPRISES	\$ 2,846.20
CDW GOVERNMENT INC.	\$ 35.71	KUSSMAUL ELECTRONICS CO	\$ 106.54
CHARLEVOIX AGENCY	\$ 100.00	LABLANCE INSURANCE AGENCY	\$ 85.17
CHARLEVOIX CAR WASH	\$ 85.86	MAGNUM ELECTRIC INC.	\$ 1,205.61
CHARLEVOIX COUNTY TREASURER	\$ 1,184.57	MARVIN'S GARDENS INC	\$ 299.93
CHARLEVOIX DISTRICT LIBRARY	\$ 15.00	MATTHEWS, PATRICK	\$ 9.15
CHARLEVOIX GLASS INC.	\$ 372.41	McGHEE, ROBERT	\$ 28.85
CHARLEVOIX LETTERING	\$ 50.00	MICH ASSOC OF MUNICIPAL CLERKS	\$ 345.00
CHARLEVOIX SCREEN MASTERS INC	\$ 1,401.53	MICHIGAN OFFICEWAYS INC	\$ 1,105.16
CHARTER COMMUNICATIONS	\$ 559.72	MICHIGAN WATER ENV ASSOC	\$ 106.00
CHEMICAL SYSTEMS INC.	\$ 1,768.00	MIDWEST ARBORIST SUPPLIES	\$ 269.80
CITY OF CHARLEVOIX - MISC	\$ 1,577.29	MIKE'S GLASS	\$ 51.52
CITY OF CHARLEVOIX - UTILITIES	\$ 32,352.65	NOESKE, ROBERT	\$ 59.35
CLEAR WATER PLUMBING & HEATING	\$ 452.48	NORTH AMERICAN SALT CO	\$ 3,053.56
COLLINS, MARK	\$ 30.00	NORTHERN FIRE & SAFETY	\$ 53.00
DESAELE, ERIC	\$ 49.50	NORTHERN MICHIGAN BRASS BAND	\$ 1,000.00
DLT SOLUTIONS INC	\$ 2,460.59	NORTHERN MICHIGAN REVIEW INC.	\$ 298.50
DOAN, GERARD	\$ 12.19	NORTHERN MICHIGAN/NORTHNET	\$ 13.95
DTE ENERGY	\$ 38.55	NORTHWEST DESIGN GROUP	\$ 418.00
EMERGENCY MEDICAL PRODUCTS INC	\$ 317.65	OLESON'S FOOD STORES	\$ 810.61
FAMILY FARM & HOME	\$ 899.34	OSTLUND PEST CONTROL	\$ 425.00
FASTENAL COMPANY	\$ 15.00	PELICAN DEVELOPMENT LLC	\$ 29.93
FERRIS-CLARK, ASHLEY	\$ 4.59	PETRIE, TOM	\$ 400.00
GALMORE'S INC	\$ 228.50	PLEMMONS, NATALIE	\$ 85.00
GOLF DIGEST	\$ 12.00	PLUNKETT & COONEY	\$ 380.00
GRAHAM, THERESA	\$ 85.00	POLLUTION CONTROL SERVICES INC	\$ 600.00
		POWER LINE SUPPLY	\$ 1,681.21

PRICE, BRENT	\$	150.00	THERMO FISHER SCIENTIFIC	\$	221.88
PURITY CYLINDER GASES INC	\$	12.85	TROPHY CASE, THE	\$	280.00
RAE, JETTY	\$	500.00	TRUCK & TRAILER SPECIALTIES	\$	372.71
REHMANN-ROBSON & CO	\$	4,900.00	UP NORTH PROPERTY SERVICES LLC	\$	5,920.00
ROBINSON, PHILIP	\$	14.98	USA BLUE BOOK	\$	334.72
ROLOFF, ROBERT	\$	470.00	VAN'S BUSINESS MACHINES	\$	106.83
RTI LABORATORIES INC.	\$	114.00	VENETIAN BUSINESS TEE'S	\$	126.00
SEARS COMMERCIAL ONE	\$	35.00	VOSS LIGHTING	\$	865.02
SIMPSON, DOUG	\$	20.85	WATERWAY OF MICHIGAN, LLC	\$	3,038.10
SPARTAN DISTRIBUTORS INC	\$	201.24	WEATHERVANE TERRACE INN	\$	643.68
SPARTAN STORES LLC	\$	57.86	WEINGARTZ	\$	213.60
STANDARD ELECTRIC CO	\$	126.40	WILLCOME TREE SERVICE	\$	385.00
STATE OF MICHIGAN	\$	17,646.16	WILSON, TIMOTHY J.	\$	25.30
STATE OF MICHIGAN	\$	12,994.00	WINNELL, CHARLES	\$	150.00
STATE OF MICHIGAN	\$	600.00	WORK & PLAY SHOP	\$	729.05
STEPPIN' IN IT	\$	1,250.00			
STREET LEGENDS CLASSIC CAR CLB	\$	500.00	TOTAL	\$	131,254.48
SWANK MOTION PICTURES	\$	431.00			

Accounts Payable – 08/17/2010**Tax Disbursements**

CHARLEVOIX COUNTY TREASURER	\$	123,300.68	CHARLEVOIX PUBLIC SCHOOLS	\$	21,894.23
CHARLEVOIX COUNTY TREASURER	\$	297.80	CITY OF CHARLEVOIX - TAXES DUE	\$	141,462.05
CHARLEVOIX DISTRICT LIBRARY	\$	86.19	RECREATIONAL AUTHORITY	\$	16.61
CHARLEVOIX PUBLIC SCHOOLS	\$	129,743.67			
CHARLEVOIX PUBLIC SCHOOLS	\$	10,946.70	TOTAL	\$	427,747.93

PAYROLL: NET PAY**Pay Period Ending 07/31/2010 – Paid 08/06/2010**

WELLER, LINDA JO	\$	1,366.06	CROSS, MARCUS E.	\$	687.80
STRAEBEL, ROBERT J.	\$	2,277.48	VANLOO, JOSEPH G.	\$	726.69
BRANDI, RICHARD M.	\$	1,700.83	STEVENS, BRANDON C.	\$	629.21
LOY, EVELYN R.	\$	948.05	BOSS, DWIGHT M.	\$	5,236.36
KLOOSTER, ALIDA K.	\$	1,305.08	KLOOSTER, SUSAN E.	\$	183.03
BROWN, STEPHANIE C.	\$	1,021.55	STEBE, LAURA A.	\$	177.32
OCHS, CAROL A.	\$	947.49	HOFFMAN, LESLIE R.	\$	459.41
CAREY, KEITH V.	\$	1,153.17	PETERS, BRIDGET R.	\$	342.61
SPENCER, MICHAEL D.	\$	1,459.24	CHAMBERLAIN, BAILEY L	\$	187.00
SPENCLEY, PATRICIA L.	\$	1,053.21	GILLESPIE, MURPHY L.	\$	775.98
SOMERVILLE, COLLIN P.	\$	437.79	STEBE, DAVID S.	\$	114.51
NASH, JENNIFER B.	\$	822.69	BRADLEY, ASHLEIGH D.	\$	799.91
BAILEY, MATTHEW L.	\$	1,018.51	ROSEMURGY, JAMES C.	\$	145.60
MASON, CHARLES F.	\$	627.32	MIELKE, LAUREN K.	\$	335.27
UMULIS, MATTHEW T.	\$	1,831.94	MURPHY IV, MICHAEL J.	\$	335.27
DOAN, GERARD P.	\$	1,723.47	PETERSON, ELIZABETH A	\$	335.27
METDEPENNINGEN, SARAH	\$	1,562.37	SPENCLEY, SHAUNA M.	\$	335.27
WARNER, JANINE M.	\$	1,311.38	BRADLEY, LAUREN E.	\$	282.30
EVANS, HALBERT K.	\$	862.72	WOOD, ADAM T.	\$	415.61
KANINE, MATTHEW J.	\$	772.68	CRAIN, CODY A.	\$	843.86
BINGHAM, LARRY E.	\$	523.46	BENNETT, THOMAS A.	\$	584.93
GRAHAM, NATHAN E.	\$	965.05	DURRENBERGER, LARRY J	\$	225.32
LAMEY, WILLIAM L.	\$	1,095.02	TIMMS, ROBERT N	\$	46.17
SCHLAPPI, JAMES L.	\$	1,362.50	STALEY, ARLENE L	\$	46.17
TAYLOR, TERRY K.	\$	492.74	SHRIFT, PETER R.	\$	1,297.26
WITHROW, KATHERINE S.	\$	682.07	HANKINS, SCOTT A.	\$	1,823.06
GREYERBIEHL, KEVIN M.	\$	618.18	KLOOSTER, PATRICK H.	\$	786.39
ORBAN, BARBARA K.	\$	1,841.77	CALDWELL, MARY K.	\$	642.56
HASKE, TYLER K.	\$	532.41	KLOOSTER, JUSTIN N.	\$	421.82
HASKE, CHELSEY K.	\$	618.18	COPPOCK, TIMOTHY M.	\$	1,114.28
IVAN, WILLIAM J.	\$	47.52	WURST, RANDALL W.	\$	1,719.89
KALBFELL, ELLE L.	\$	586.26	GOLOVICH, NATHAN R.	\$	575.94
IVAN, PAUL M.	\$	1,771.51	WHITLEY, JOHN F.	\$	2,037.48
SCHWARTZFISHER, JOSEPH	\$	1,319.22	BLANCHARD, SCOTT W.	\$	1,618.90
ROLOFF, ROBERT P.	\$	1,261.97	FRYE, EDWARD J.	\$	1,053.13
BRODIN, WILLIAM C.	\$	1,153.73	SWEM, DONALD L.	\$	1,693.31
CALDWELL, JAMES P.	\$	1,449.16	HART II, DELBERT W.	\$	723.85
MAYER, SHELLEY L.	\$	1,862.86	MORRISON, KEVIN P.	\$	1,467.56
HILLING, NICHOLAS A.	\$	1,059.09	HODGE, MICHAEL J.	\$	115.91
MEIER III, CHARLES A.	\$	1,107.81	JOHNSON, STEVEN P.	\$	1,499.24
RAMSEY, KYLE J.	\$	603.95	JONES, ROBERT F.	\$	1,540.30
JACOBS, DOUGLAS R.	\$	2,548.88	BISHAW, JAMES H.	\$	760.30
NISWANDER, JOSEPH F.	\$	1,208.21	DISHONG, AARON S.	\$	987.14
WELLS JR., DONALD E.	\$	1,719.48	GILMORE, NATHANAEL T.	\$	476.94
JONES, TERRI L.	\$	1,186.73	ZIPP, DONALD R.	\$	1,574.64
BRADLEY, KELLY R.	\$	1,290.80	STEVENS, WILLIAM J.	\$	164.09
EATON, BRAD A.	\$	1,224.45	CURTIS, JOHN W.	\$	155.14
WILSON, TIMOTHY J.	\$	1,848.16	HOLM, ARTHUR R.	\$	842.35
ELLIOTT, PATRICK M.	\$	1,011.05	HEID, THOMAS J	\$	1,338.55
WILSON, RICHARD J.	\$	1,161.43	KING, LYLE S.	\$	350.24
NISWANDER, LOGAN J.	\$	605.88	BOAL, DAVID W.	\$	1,007.86
BERGMANN, DANNIELLE M	\$	579.27	MILLIGAN, DESMOND E.	\$	347.17
SIEGMUND, CHRISTOPHER	\$	686.81	REID, JON M.	\$	610.26
BROWE, RAYMOND L.	\$	549.20	GRUNCH, RONALD J.	\$	327.47
RAMSEY, ARIEL M.	\$	514.17	BOOTH, GEORGE E.	\$	393.72
EAGLESON, WAYNE L.	\$	542.97	MILLIGAN, DOUGLAS J.	\$	70.65
MCGHEE, ROBERT R.	\$	973.22			
RAMSEY, MADISON L.	\$	733.90	TOTAL	\$	107,330.37

PAYROLL: TRANSMITTAL

08/06/2010

**EFTPS* Payroll Taxes	\$ 37,845.43	MI STATE DISTRICT UNIT	\$ 128.28
CHAR EM UNITED WAY	\$ 40.00	NORTHWESTERN BANK	\$ 75.00
CHARLEVOIX STATE BANK	\$ 83.00	POLICE OFFICERS LABOR	\$ 308.00
COMMUNICATION WORKERS	\$ 503.24	PRIORITY HEALTH	\$ 73.49
ICMA RETIREMENT TRUST 401	\$ 669.43	STATE OF MICHIGAN	\$ 5,853.17
ICMA RETIREMENT TRUST 457	\$ 5,980.97	TOTALS	\$ 51,560.01