

CITY OF CHARLEVOIX  
REGULAR CITY COUNCIL MEETING MINUTES  
Monday, August 15, 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: Jim Young  
City Manager: Rob Straebel  
City Clerk: Carol A. Ochs  
Members Present: Council members Shane Cole, Lyle Gennett, Dennis Kusina, Jill Picha, Greg Stevens, Bryan Vollmer  
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 1, 2011 Regular Meeting Minutes
- B. Accounts Payable Check Register – August 16, 2011
- C. Tax Disbursement – August 16, 2011
- D. ACH Payments – August 1 – August 8, 2011
- E. Payroll Check Register – August 5, 2011
- F. Payroll Transmittal – August 5, 2011
- G. Certificate of Appreciation - June Cross  
The Mayor presented Ms. Cross with a plaque and thanked her for 32 years of combined service to the City of Charlevoix on the Planning Commission and Zoning Board of Appeals.
- H. Planning Commission appointment

Motion by Councilmember Dennis Kusina, seconded by Councilmember Jill Picha, to confirm the Mayor's appointment of John Elzinga to the Planning Commission.

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

**V. Public Hearings**

None.

**VI. Reports**

The Manager reported that \$670 had been raised for Mt. McSauba scholarships from the pool auction.

The Manager provided an update on the Meech Street project.

The Manager informed Council of a support letter for a renewable energy grant to promote solar power within Michigan and asked if they had any objections to sending it. There were no objections from Council.

There will be a special meeting with Charlevoix Township boards and the City Planning Commission Monday, August 22, at 7:00 p.m. in Council Chambers of City Hall to discuss medical marijuana regulations.

**VII. Requests, Petitions and Communications and Actions Thereon**

- A. Shade Tree Commission Presentation – Tree City USA  
Shade Tree Commission Secretary Dave Robinson reviewed the City's 19-year Tree City USA history. He shared the Commission's concerns about planting trees and urged Council to allocate funds when possible to maintain the tree canopy. The Mayor read the Tree City USA Proclamation.

- B. Minor Amendment Development Plan Review – MaryAnn's Restaurant, 1530 Bridge Street  
City Planner Mike Spencer was available to review the item and answer questions from Council.

Motion by Councilmember Bryan Vollmer, seconded by Councilmember Shane Cole, to approve Project 2011-04ADP without conditions.

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

- C. Discussion Regarding Next Year's Parking Enforcement for the Downtown Area  
Police Chief Gerard Doan reviewed the item and answered questions for Council regarding various options for parking enforcement downtown. Councilmember Lyle Gennett discussed the option that Gaylord has to buy a weekly or monthly permit for some of the lots; he would like to see more information on this option. Councilmember Dennis Kusina expressed concerns that the installation of a charging station could require the need to pave a parking lot, and doing away with parking meters would be a decrease in revenue, making a double hit to the budget. Some Council members spoke in favor of option 3, which would leave meters on Bridge Street and the first few parking spaces on the side streets; the lots would be two-hour parking monitored by chalking tires. Staff will gather input from the DDA and Merchant's Association. Council directed staff to get a proposal together to present to Council near budget time.
- D. Consideration to Approve Energy Efficiency and Renewable Energy Action Plan  
Michael Powers from SEEDS, Inc. reviewed the action plan and answered questions from Council. The \$40,000 grant from the Northwest Michigan Council of Governments (NWMCOG) is designed to earmark at least 50% of the annual energy cost savings from the new boiler at the Water Treatment Plant to another energy efficient project in the future.

Motion by Councilmember Lyle Gennett, seconded by Councilmember Shane Cole, to approve the Energy Efficiency and Renewable Energy Action Plan.

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

**E. Discussion Regarding Development of an Electric Vehicle Charging Station in the White Parking Lot**

The Manager reviewed the item and answered questions from Council. Staff is going to pursue a grant to cover the cost of a dual charging station. The project is consistent with Green Team philosophy and could make this community a hub for electric vehicles.

Motion by Councilmember Jill Picha, seconded by Councilmember Greg Stevens, to move forward with developing an electric vehicle charging station in the White Parking Lot while pursuing a grant from the Charlevoix County Community Foundation to pay for the costs of one dual-charging unit.

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

**F. Approval of Revisions to the Current Health Saving Account/Health Reimbursement Arrangement Policy**

The Manager reviewed the revisions to the policy and answered questions for Council.

Motion by Councilmember Dennis Kusina, seconded by Councilmember Bryan Vollmer, to adopt the Health Saving Account Policy as revised and presented on pp. 32-34 of the packet.

Yeas: Cole, Gennett, Kusina, Picha, Stevens, Vollmer  
 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 addressed swimming in the channel and proposed higher fines for the offense. The Clerk clarified that any changes to the fine structure would need to be done by ordinance. The Attorney will need to check State statute to see if there are limits the City can charge for fines. The Attorney also stated that Council has the option of making the violation a misdemeanor, which would require an appearance in court. This would also need to be done by ordinance. Ms. Picha discussed the possibility of prohibiting any swimming/diving/jumping from the piers at all. The Police Chief addressed difficulties incurred in regulations for the piers themselves because the City does not own the piers; they are owned by the US Corps of Engineers. That is why the current ordinance is addressed toward the water, not the facility. Ms. Picha is very concerned about the danger. Staff will look into what can be done, draft an ordinance, and make a recommendation at the next meeting.

Councilmember Dennis Kusina referred to the recent headlines for new businesses in Boyne City and asked what could be done to attract business and jobs to Charlevoix. The company owner may have already had a Boyne City connection. City Planner Mike Spencer proposed possibly reactivating the Industrial Development Committee.

Councilmember Greg Stevens addressed the Venetian estimate of in-kind donations. He would like to look at this during budget time, decide what they are going to give, and stick to it. He is not against Venetian in any way, but there are other events that don't receive this kind of financial support.

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

Ralph Larsen from Michigan Scientific addressed the new Boyne City company, stating that there was available land to build on in Boyne City. He thinks the City's industrial park does not have room for expansion.

**XIII. Adjourn**

The Mayor stated if there were no objections, the meeting would adjourn.  
 There were no objections.  
 Meeting adjourned at 8:06 p.m.

Carol A. Ochs	City Clerk	Norman L. Carlson, Jr.	Mayor
<b>Accounts Payable – 08/16/2011</b>			
ACE HARDWARE	2,401.58	AVFUEL CORPORATION	118,890.53
ACTIVE INDUSTRIAL SUPPLY	546.13	B & L SOUND INC	104.97
AIRGAS GREAT LAKES INC.	1,280.70	BENNETT, THOMAS	65.00
ALEXANDER, DEVIN	1,000.00	BLANCHARD, SCOTT W.	57.62
ALL AMERICAN LOCK AND SAFE	145.00	BOB MATHERS FORD	94.00
ALL-PHASE ELECTRIC SUPPLY CO.	342.06	BULBS.COM	53.18
ALPENA OIL COMPANY	1,078.09	CARQUEST OF CHARLEVOIX	1,245.50
AMERICAN WASTE INC.	438.00	CHARLEVOIX AGENCY	100.00
ANDY'S CLEANING SYSTEMS	32.50	CHARLEVOIX CAR WASH	100.80
ARROW UNIFORM-TAYLOR L.L.C.	895.85	CHARLEVOIX COUNTY EQUALIZATION	674.25
ASPEN MILLS	206.65	CHARLEVOIX DISTRICT LIBRARY	15.00
AUTO VALUE	867.94	CHARLEVOIX GLASS INC.	19.75

CHARLEVOIX SCREEN MASTERS INC	1,956.75	NORTHERN FIRE & SAFETY	240.00
CHARTER COMMUNICATIONS	875.81	NORTHERN MICHIGAN JANITORIAL	695.80
CHEMSEARCH	163.58	NORTHERN MICHIGAN REVIEW INC.	3,634.39
CITY OF CHARLEVOIX - MISC	1,527.27	NOTORANGELO, MICHAEL	40.00
CITY OF CHARLEVOIX - UTILITIES	35,765.01	NYE UNIFORM CO	176.41
CLARK, PATRICIA	41.05	OLD DOMINION BRUSH	1,479.50
CMP DISTRIBUTORS INC.	533.00	OTEC	1,337.93
CONSUMER OFFICE FURNITURE	565.54	PERFORMANCE ENGINEERS INC	6,840.50
CON-WAY FREIGHT INC.	99.55	PLUNKETT & COONEY	4,590.52
CRYSTAL FLASH ENERGY	1,954.16	PORT SUPPLY	326.38
CURRIER LAWN MAINTENANCE INC.	125.00	POWER LINE SUPPLY	2,148.65
DANBOISE MECHANICAL	6,209.33	PREFERRED WASTE 2 LLC	680.00
DITCH WITCH SALES OF MICHIGAN	211.55	QUALIFICATION TARGETS	147.28
DTE ENERGY	30.97	QUICK CARE MEDICAL CENTER	78.00
FAMILY FARM & HOME	1,185.00	QUILL CORP	254.39
FISHER SCIENTIFIC	561.09	R B LYONS INC	10,300.00
FORT WAYNE FIRE DEPARTMENT	350.00	RED SEA PEDESTRIANS	1,000.00
GORDON FOOD SERVICE	86.89	REHMANN-ROBSON & CO	9,000.00
GRAINGER	176.60	ROTARY CLUB OF CHARLEVOIX	37.50
GREAT LAKES PIPE & SUPPLY	157.39	RTI LABORATORIES INC.	114.00
GRIFFIN BEVERAGE CO	174.40	SCHMUCKAL OIL CO	657.90
HACH COMPANY	351.24	SEARS COMMERCIAL ONE	393.97
HAGGARD'S INC	13.84	SEELEY'S PRINTING SERVICE	109.62
HARBOR FENCE COMPANY	600.00	SLO-PITCH UMPIRES FED	215.00
HIGH IMPACT PRODUCTIONS INC.	1,000.00	SPARTAN DISTRIBUTORS INC	553.23
HOFFMAN, LESLIE	50.35	STANDARD ELECTRIC CO	406.60
HYDE EQUIPMENT	428.77	STATE OF MICHIGAN	28,918.83
HYDRO DESIGNS INC.	900.00	STATE OF MICHIGAN	12,268.00
J & S PORTABLE RESTROOMS	4,722.00	STRAEBEL, ROBERT J.	287.49
KEEN TECHNICAL SOLUTIONS LLC	800.00	SUPERIOR MECHANICAL	85.00
KMart	90.09	SYSTEMS SPECIALISTS INC	531.50
KND SPECIALITIES	330.19	TELE-RAD INC	320.00
KORTHASE FLINN	835.34	TIMMS, ROBERT	150.00
KSS ENTERPRISES	218.87	UP NORTH PROPERTY SERVICES LLC	6,370.00
McGHEE, ROBERT	40.80	VALLEY TRUCK - GAYLORD	1,250.00
MCMMASTER-CARR	585.86	VAN'S BUSINESS MACHINES	106.83
MICH BOATING INDUSTRIES ASSOC.	645.00	VILLAGE GRAPHICS INC.	230.12
MICHIGAN OFFICEWAYS INC	1,051.60	VOSS LIGHTING	62.52
MICHIGAN WATER ENV ASSOC	336.00	WILBERT BURIAL VAULT CO	264.40
MID STATES BOLT & SCREW CO	60.20	WILLCOME TREE SERVICE	420.00
MISS DIG SYSTEM INC	336.18	WINDER POLICE EQUIPMENT	109.74
NFIRS ONLINE	495.00	WORK & PLAY SHOP	214.99
NORTH COAST FASTENERS LLC	158.73		
NORTHERN CREDIT BUREAU	258.72	<b>TOTAL</b>	<b>294,760.81</b>

**Accounts Payable – 08/16/2011****Tax Disbursements**

CHARLEVOIX COUNTY TREASURER	139,048.81	CITY OF CHARLEVOIX - TAXES DUE	159,493.03
CHARLEVOIX PUBLIC SCHOOLS	148,777.64	LEVINE, LOIS	200.00
CHARLEVOIX PUBLIC SCHOOLS	27,158.11		
CHARLEVOIX PUBLIC SCHOOLS	10,053.09	<b>TOTAL</b>	<b>484,730.68</b>

**ACH Payments – 08/01/2011 – 08/08/2011**

MI PUBLIC POWER AGENCY	35,214.00		
MI PUBLIC POWER AGENCY	27,638.42	<b>TOTAL</b>	<b>62,852.42</b>

**PAYROLL: NET PAY****Pay Period Ending 07/30/2011 – Paid 08/05/2011**

WELLER, LINDA JO	1,297.96	MAYER, SHELLEY L.	1,578.69
STRAEBEL, ROBERT J.	2,381.89	HILLING, NICHOLAS A.	1,518.08
BRANDI, RICHARD M.	1,739.67	MEIER III, CHARLES A.	1,530.97
LOY, EVELYN R.	983.11	JACOBS, DOUGLAS R.	3,066.41
KLOOSTER, ALIDA K.	1,470.88	NISWANDER, JOSEPH F.	1,577.91
BROWN, STEPHANIE C.	1,121.52	FRYE, EDWARD J.	1,092.21
OCHS, CAROL A.	900.00	WELLS JR., DONALD E.	1,520.35
CAREY, KEITH V.	1,153.11	JONES, TERRI L.	1,204.94
SPENCER, MICHAEL D.	1,500.84	BRADLEY, KELLY R.	1,260.01
SPENCLEY, PATRICIA L.	1,032.88	EATON, BRAD A.	1,747.41
NASH, JENNIFER B.	891.14	WILSON, TIMOTHY J.	2,747.63
KILKENNY, PATRICK M.	79.19	HART II, DELBERT W.	670.38
SCHLAPPI, JAMES L.	1,438.97	LAVOIE, RICHARD L.	1,403.62
UMULIS, MATTHEW T.	1,860.37	STEVENS, BRANDON C.	1,302.53
ORBAN, BARBARA K.	1,879.16	ELLIOTT, PATRICK M.	1,463.24
STEMPKY, ERICA A.	1,456.70	WILSON, RICHARD J.	1,385.82
WARNER, JANINE M.	1,263.38	JONES, ROBERT F.	1,553.63
EVANS, HALBERT K.	869.46	NISWANDER, LOGAN J.	617.97
BINGHAM, LARRY E.	525.69	SIEGMUND, CHRISTOPHER	670.02
GRAHAM, NATHAN E.	892.77	BROWE, RAYMOND L.	533.52
CALDWELL, MARY K.	655.18	RAMSEY, ARIEL M.	515.98
POWERS, LOR A.	1,058.96	EAGLESON, WAYNE L.	575.92
BRANDI, MAURA E.	521.00	MCGHEE, ROBERT R.	954.89
TAYLOR, TERRY K.	484.57	RAMSEY, MADISON L.	665.34
WITHROW, KATHERINE S.	706.88	CROSS, MARCUS E.	673.65
GREYERBIEHL, KEVIN M.	635.49	VANLOO, JOSEPH G.	603.18
HASKE, CHELSEY K.	619.08	HART, TERESA M.	936.33
KALBFELL, ELLE L.	701.77	KLOOSTER, SUSAN E.	198.00
IVAN, PAUL M.	1,778.90	STEBE, LAURA A.	203.80
SCHWARTZFISHER, JOSEPH	1,590.67	HOFFMAN, LESLIE R.	883.46
ROLOFF, ROBERT P.	1,177.51	PETERS, BRIDGET R.	605.02
BRODIN, WILLIAM C.	1,247.76	BRADLEY, ASHLIE D.	694.75
RILEY, DENISE M.	384.03	CRICK, HAILEY C.	464.87
CALDWELL, JAMES P.	1,333.56	MURPHY IV, MICHAEL J.	598.46
WURST, RANDALL W.	1,340.78	PETERSON, ELIZABETH A.	598.46

SPENCLEY, SHAUNA M.	538.46	GLENNY, GRACE A.	509.96
BRANDI, NICHOLAS M.	548.75	KLOOSTER, JUSTIN N.	576.05
FAUST, ERICKA N.	519.71	COPPOCK, TIMOTHY M.	1,225.30
SCHEMANSKI, CHRYSTAL	406.50	WHITLEY, JOHN F.	1,988.06
DRURY JR., DAVID C.	383.70	BLANCHARD, SCOTT W.	1,599.81
WOOD, ADAM T.	621.05	SWEM, DONALD L.	1,737.85
CRAIN, CODY A.	656.00	MORRISON, KEVIN P.	1,459.32
BOAL, DAVID W.	856.76	HODGE, MICHAEL J.	1,494.75
MILLIGAN, DESMOND E.	341.15	JOHNSON, STEVEN P.	1,436.79
BENNETT, THOMAS A.	560.37	ZIPP, DONALD R.	1,708.91
DURRENBERGER, LARRY J.	316.39	BISHAW, JAMES H.	762.85
STEIN, DONNA E.	214.20	TOWSLEY, CALVIN J.	592.25
RICH, THOMAS G.	441.08	OSHABEN, NICHOLAS D.	462.10
BAILEY, MATTHEW L.	1,986.80	DISHONG, AARON S.	1,011.25
DVORACEK, DANA J.	1,223.36	CANUPP, CAMERON G.	148.88
MERRILL JR, CARL J.	772.57	WALDRON, DANIEL C.	514.46
SCHERPING, CHARLES L.	381.31	GUERRA, GRACE E.	524.59
FOLTZ, SARAH A.	621.29	HEID, THOMAS J.	1,317.64
WHITLEY, PAULA D.	331.10	GRUNCH, RONALD J.	250.97
TIMMS, ROBERT N.	47.17	BOOTH, GEORGE E.	237.69
STALEY, ARLENE L.	47.17	DAVIS, RONALD L.	168.48
DOAN, GERARD P.	1,756.28	GILL, DAVID R.	940.16
SHRIFT, PETER R.	1,432.11	SARASIN, CHRISTIAN M.	754.27
HANKINS, SCOTT A.	1,879.86	DIXON, DANIEL A.	653.57
KLOOSTER, PATRICK H.	717.76	<b>TOTAL</b>	<b>116,269.14</b>

**PAYROLL: TRANSMITTAL**

08/05/2011

**EFTPS* Payroll Taxes	38,416.04	MI STATE DISTRICT UNIT	128.28
CHAR EM UNITED WAY	65.00	NORTHWESTERN BANK	347.76
CHARLEVOIX STATE BANK	619.21	POLICE OFFICERS LABOR	316.75
COMMUNICATION WORKERS	546.41	PRIORITY HEALTH	148.05
ICMA RETIREMENT TRUST 401	692.86	STATE OF MICHIGAN	6,243.86
ICMA RETIREMENT TRUST 457	6,284.28		
MERS Health Care Savings Plan	390.00	<b>TOTAL</b>	<b>54,198.50</b>