

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, October 3, 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 Jill Picha, Greg Stevens, Bryan Vollmer, Shane Cole, Lyle Gennett, Dennis Kusina
Absent: None

III. Inquiry Regarding Possible Conflicts of Interest

None.

IV. Consent Agenda

The following items were approved and filed:

- A. Approval of Minutes – September 19, 2011 Regular Meeting Minutes
- B. Accounts Payable Check Register – September 23, 2011
- C. Accounts Payable Check Register – October 4, 2011
- D. Tax Disbursement – October 4, 2011
- E. ACH Payments – September 19 – September 26, 2011
- F. Payroll Check Register – September 30, 2011
- G. Payroll Transmittal – September 30, 2011

V. Public Hearings

None.

VI. Reports

The Manager reported on a transportation enhancement grant for the Lake to Lake Trail. He estimates it would take between 60-80 hours of his time to write the grant and coordinate efforts with Charlevoix Township. Council was generally agreeable to proceeding with the grant application.

Attorney Bryan Graham gave an update on the Phillips property nuisance abatement case.

VII. Requests, Petitions and Communications and Actions Thereon

A. Easement for Consumers Energy 46kV Channel Crossing

City Electric and Water Department Superintendent Don Swem and Tim Petrosky from Consumers Energy reviewed the project details and answered questions from Council. A mobile substation will be located out at St. Mary's Cement to feed the south side of the City; there may be a voltage drop/light flickering for a few seconds when and if St. Mary's starts up their big motor.

Motion by Councilmember Jill Picha, seconded by Councilmember Greg Stevens, to approve granting the proposed easement to Consumers Energy and direct the Mayor and Clerk to sign the easement agreement.

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

B. Cemetery Water Main Replacement Parts

City Electric and Water Department Superintendent Don Swem was available to review the item and answer questions from Council. Using the local bidder's policy, Ace Hardware comes in within 3% of the lowest bid. The replacement will not include the newer area of the cemetery.

Motion by Councilmember Dennis Kusina, seconded by Councilmember Jill Picha, to award the bid for cemetery water main replacement parts to Ace Hardware for a total of \$3,719.79.

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

C. Approval of MDOT Title VI/Nondiscrimination Plan

City Manager Rob Straebel was available to review the item and answer questions from Council.

Motion by Councilmember Shane Cole, seconded by Councilmember Lyle Gennett, to adopt the MDOT Title VI Plan as written on pp. 26-49 of the agenda packet.

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

D. Downtown Development Authority Board Appointments

Motion by Councilmember Lyle Gennett, seconded by Councilmember Greg Stevens, to confirm the Mayor's appointment of Todd Wyatt and reappointment of Hugh Mason and John Yaroch to the Downtown Development Authority.

Yeas: Picha, Stevens, Vollmer, Cole, Gennett, Kusina
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 Lyle Gennett stated that Mr. Postmus' letter comparing the City golf course fees to the free Township soccer fields is not an equal comparison, even if you just look at the maintenance of the course. The Mayor stated that many township residents had acknowledged to him that the City maintains a lot of amenities it doesn't charge a township rate for: beaches with lifeguards, baseball fields, etc. Those townships that do contribute to recreation funds also get the resident rates for recreation activities.

Councilmember Jill Picha publicly thanked Fresh Air for their cooperation in helping the City achieve their entitlement for enplanements.

Ms. Picha asked if the fish hatchery was still in use; she would not want the City to lose that building. It was explained that the building belongs to the City and is leased long term to the DNR. The fish hatchery itself is no longer in use, but biological research and tagging is conducted at the building and it is still the home port for the Steelhead. The house is used in the summer time for college biology students.

Councilmember Greg Stevens commented on a letter from John Ochs regarding downtown parking and the importance of customer turnover to his business. The Manager has discussed the problems with the Police Chief and they are working to bring a comprehensive parking strategy forward that will address these issues as well.

XII. Audience - Non-agenda Input (written requests take precedent)
 None.

XIII. Closed Session

A. Review of City Manager's Performance – September 2010-2011

Motion by Councilmember Lyle Gennett, seconded by Councilmember Greg Stevens, to go into closed session to discuss the City Manager's performance evaluation at his request.

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

Council entered closed session at 7:27 p.m.
 Council reconvened in open session at 7:45 p.m.

XIV. Adjourn

The Mayor stated if there were no objections, the meeting would adjourn.
 There were no objections.
 Meeting adjourned at 7:45 p.m.

<hr/> Carol A. Ochs	City Clerk	<hr/> Norman L. Carlson, Jr.	Mayor
Accounts Payable – 09/23/2011			
AT&T MOBILITY	142.84	MISSION POINT RESORT	252.16
AVFUEL CORPORATION	70,892.61	PRIORITY HEALTH	44,101.19
CHARLEVOIX STATE BANK	4,383.90	STANDARD INSURANCE CO	1,379.82
CITIZENS BANKING CORP	18,162.24	VERIZON WIRELESS	56.72
DELTA DENTAL	4,406.46	VISION SERVICE PLAN	512.81
GREAT LAKES ENERGY	176.91		
VOID - MICHIGAN ELECTRIC	- M	TOTAL	144,467.66
Accounts Payable – 10/04/2011			
3 J ELECTRIC	330.00	ELLSWORTH FARMER'S EXCHANGE	411.25
AETNA	110.40	EMMET BRICK & BLOCK	400.00
AIRGAS GREAT LAKES INC.	765.95	EVANS, HAL	41.00
ALL-PHASE ELECTRIC SUPPLY CO.	370.65	FERGUSON & CHAMBERLAIN ASSOC	1,322.00
AMERICAN WASTE INC.	2,465.70	FREIDINGER M.D., REED K.	85.00
AMWAY GRAND PLAZA HOTEL	2,462.78	FREIGHTLINER OF GRAND RAPIDS	148.44
ANYBATTERY INC.	411.68	GALMORE'S INC	7.00
APPLIED PAVEMENT MARKINGS LLC	9,825.60	GRAINGER	192.97
AT&T LONG DISTANCE	177.11	GREAT LAKES PIPE & SUPPLY	87.46
BAILEY, MATTHEW L.	41.00	GREAT LAKES PIPE & SUPPLY	597.29
BOB MATHERS FORD	12.00	GRP ENGINEERING INC.	884.03
BRANDI, RICHARD	41.00	HACH COMPANY	507.69
CALDWELL, JAMES P.	41.00	HAMMERSMITH EQUIPMENT CO	750.00
CANNON EQUIPMENT	126.86	HANKINS, SCOTT	41.00
CAREY, KEITH	41.00	HARRELL'S	175.00
CARLSON'S HOME IMPROVEMENTS	5,583.80	HART, TERESA	41.00
CENTRAL DRUG STORE	84.50	HEID, THOMAS J.	41.00
CHANNING BETE COMPANY INC.	327.00	HOLIDAY COMPANIES	8,022.79
CHARLEVOIX SCREEN MASTERS INC	276.00	HYDRO DYNAMICS	1,774.00
CHARLEVOIX TOWNSHIP	10.50	IVAN, PAUL	41.00
CINTAS FIRST AID & SAFETY	50.85	JACK DOHENY SUPPLIES INC	263.75
D & L WELDING INC	100.00	KENNEDY INDUSTRIES INC	4,635.00
DITCH WITCH SALES OF MICHIGAN	574.63	KIPLINGER LETTER, THE	49.00
DOAN, GERARD	41.00	KMart	123.64
DORNBOS SIGN & SAFETY INC.	107.89	KORTHASE FLINN	81.60
DTE ENERGY	1,015.66	KSS ENTERPRISES	404.51
DVORACEK, DANA J.	41.00	LAKESHORE TIRE & AUTO SERVICE	18.95
ELLIOTT, PATRICK M.	41.00	LUTTRELL WELL DRILLING INC.	2,798.00

MDC CONTRACTING LLC	861.64	SPARTAN DISTRIBUTORS INC	296.52
MICHIGAN DEPARTMENT OF STATE	13.00	SPENCER, MICHAEL	41.00
MISS DIG SYSTEM INC	266.58	STANDARD ELECTRIC CO	254.92
NASH, JENNIFER	41.00	STATE OF MICHIGAN	50.00
NORTHERN FIRE & SAFETY	212.00	STATE OF MICHIGAN	595.00
NORTHERN MICHIGAN JANITORIAL	171.25	STRAEBEL, ROBERT J.	41.00
NYE UNIFORM CO	137.71	SWANSON K & D INC	896.00
OMS COMPLIANCE SERV INC	78.75	SWEM, DONALD L.	41.00
OTEC	379.25	TEBEAU, RONALD AND DEBORA	351.13
PERFORMANCE ENGINEERS INC	9,606.50	TECHNOLOGY QUEST	1,500.00
POLLUTION CONTROL SERVICES INC	3,249.15	THRELKELD, DANNY	16.06
POWER LINE SUPPLY	524.16	TRI-TURF	33.37
PREIN & NEWHOF	313.50	TURFGRASS INC	1,091.50
PRESTON FEATHER	115.52	UP NORTH PROPERTY SERVICES LLC	2,532.00
QoE CONSULTING PLC	16,000.00	VILLAGE GRAPHICS INC.	540.65
R B LYONS INC	560.00	VOSS LIGHTING	1,216.59
ROEBIC LABORATORIES	316.56	WARNER, JANINE	214.26
ROWE, TERRY	8.23	WELLER, LINDA	41.00
S.A. MORMAN & CO.	175.00	WORK & PLAY SHOP	233.63
SALES & MARKETING OF MICHIGAN	929.00	YOUNG GRAHAM	7,781.60
SOMMERFIELD, BLANCA	1.00	TOTAL	101,147.96

Accounts Payable – 10/04/2011

Tax Disbursements

BAC TAX SERVICES CORPORATION	5,741.21	CHARLEVOIX PUBLIC SCHOOLS	2,782.84
CHARLEVOIX COUNTY TREASURER	38,674.99	CITY OF CHARLEVOIX - TAXES DUE	44,058.20
CHARLEVOIX PUBLIC SCHOOLS	52,094.24	PITNEY BOWES GLOBAL FINANCIAL	95.76
CHARLEVOIX PUBLIC SCHOOLS	7,517.97	TOTAL	150,965.21

ACH Payments – 09/19/2011 – 09/26/2011

MI PUBLIC POWER AGENCY	28,529.93	MI PUBLIC POWER AGENCY	19,592.23
MI PUBLIC POWER AGENCY	247,265.11	TOTAL	295,387.27

PAYROLL: NET PAY

Pay Period Ending 09/24/2011 – Paid 09/30/2011

WELLER, LINDA JO	1,247.73	NISWANDER, LOGAN J.	519.86
STRAEBEL, ROBERT J.	2,059.66	SIEGMUND, CHRISTOPHER	626.53
BRANDI, RICHARD M.	1,739.66	BROWE, RAYMOND L.	530.10
LOY, EVELYN R.	983.11	EAGLESON, WAYNE L.	451.44
KLOOSTER, ALIDA K.	1,241.33	MCGHEE, ROBERT R.	1,015.64
BROWN, STEPHANIE C.	1,102.33	VANLOO, JOSEPH G.	505.80
OCHS, CAROL A.	900.00	HART, TERESA M.	665.90
CAREY, KEITH V.	1,153.11	BOAL, DAVID W.	957.57
SPENCER, MICHAEL D.	1,500.83	MILLIGAN, DESMOND E.	230.15
SPENCLEY, PATRICIA L.	1,047.27	BENNETT, THOMAS A.	430.52
NASH, JENNIFER B.	921.33	DURRENBERGER, LARRY J	275.88
SCHLAPPI, JAMES L.	1,227.10	FAIRCHILD, GALEN W.	30.66
UMULIS, MATTHEW T.	1,293.27	BAILEY, MATTHEW L.	1,826.30
ORBAN, BARBARA K.	1,333.75	DVORACEK, DANA J.	1,148.36
STEMPKY, ERICA A.	1,211.92	MERRILL JR, CARL J.	177.19
WARNER, JANINE M.	990.37	SCHERPING, CHARLES L.	508.25
EVANS, HALBERT K.	869.46	PORATH, KENDRA J.	107.98
BINGHAM, LARRY E.	311.47	STEIN, DONNA E.	463.82
BRANDI, MAURA E.	60.38	TOUGH, KENDALL J.	196.43
TAYLOR, TERRY K.	207.47	LALEWICZ, AMELIA	47.17
IVAN, PAUL M.	1,699.79	DOAN, GERARD P.	1,756.28
SCHWARTZFISHER, JOSEPH	1,034.30	SHRIFT, PETER R.	1,156.44
ROLOFF, ROBERT P.	1,222.75	HANKINS, SCOTT A.	1,455.84
BRODIN, WILLIAM C.	1,182.46	KLOOSTER, PATRICK H.	269.84
RILEY, DENISE M.	371.90	GLENNY, GRACE A.	120.08
CALDWELL, JAMES P.	1,366.06	KLOOSTER, JUSTIN N.	460.46
WURST, RANDALL W.	1,728.88	COPPOCK, TIMOTHY M.	1,176.42
MAYER, SHELLEY L.	1,424.03	JACOBS, DOUGLAS R.	14,125.52
HILLING, NICHOLAS A.	1,118.30	WHITLEY, JOHN F.	1,721.72
MEIER III, CHARLES A.	1,134.07	BLANCHARD, SCOTT W.	1,581.25
JACOBS, DOUGLAS R.	3,451.69	SWEM, DONALD L.	1,701.70
NISWANDER, JOSEPH F.	1,242.03	MORRISON, KEVIN P.	1,126.56
FRYE, EDWARD J.	1,092.21	HODGE, MICHAEL J.	1,094.25
WELLS JR., DONALD E.	1,426.68	JOHNSON, STEVEN P.	1,284.93
JONES, TERRI L.	992.22	ZIPP, DONALD R.	1,228.17
BRADLEY, KELLY R.	1,404.26	BISHAW, JAMES H.	522.23
EATON, BRAD A.	1,586.99	TOWSLEY, CALVIN J.	450.89
WILSON, TIMOTHY J.	1,957.05	DISHONG, AARON S.	875.41
HART II, DELBERT W.	706.38	HEID, THOMAS J	1,317.64
LAVOIE, RICHARD L.	1,033.38	BOOTH, GEORGE E.	161.83
STEVENS, BRANDON C.	1,078.52	DAVIS, RONALD L.	161.68
ELLIOTT, PATRICK M.	1,463.24	GILL, DAVID R.	886.99
WILSON, RICHARD J.	1,098.78	SARASIN, CHRISTIAN M.	637.84
JONES, ROBERT F.	1,226.10	TOTAL	99,433.14

PAYROLL: TRANSMITTAL

09/30/2011

**EFTPS* Payroll Taxes	30,660.80	MERS	390.00
CHAR EM UNITED WAY	65.00	MI STATE DISTRICT UNIT	128.28
CHARLEVOIX STATE BANK	64,415.38	NORTHWESTERN BANK	19,117.00
COMMUNICATION WORKERS	546.41	PRIORITY HEALTH	148.05
ICMA RETIREMENT TRUST 401	692.86	STATE OF MICHIGAN	5,208.53
ICMA RETIREMENT TRUST 457	6,239.28	TOTAL	127,611.59