

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, October 18, 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: Bryan Graham
Acting City Manager: Rick Brandi, City Treasurer
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 – October 4, 2010 Regular Meeting Minutes
- B. Accounts Payable Check Register – October 8, 2010
- C. Accounts Payable Check Register – October 19, 2010
- D. Tax Disbursement – October 19, 2010
- E. Payroll Check Register– October 15, 2010
- F. Payroll Transmittal – October 15, 2010

V. Public Hearings

None.

VI. Reports

City Treasurer Rick Brandi reported that Deputy Treasurer Stephanie Brown received the Public Finance Administrator certification from the Municipal Treasurer's Association. Ms. Brown has completed three years of training to achieve this status.

Assistant City Attorney Bryan Graham reported that the Michigan Supreme Court has set the oral argument in the Klooster tax tribunal case for Friday, November 5, 2010 at 9:30 a.m. in Lansing.

VII. Requests, Petitions and Communications and Actions Thereon

A. Consideration of Development Plan Review Holiday Station Store

City Planner Mike Spencer was available answer questions from Council. The request is for a refrigerated unit at the rear of the building.

Motion by Councilmember Lyle Gennett, seconded by Councilmember Shane Cole, to approve Project #2010-060DP without conditions, based on the Planning Commission's findings of fact contained in the attached report.*

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

* The report is attached by reference and can be found on pp. 9-16 of the City Council agenda packet and in the Planning Commission agenda packet of October 11, 2010.

B. Consideration of Road Improvement Millage Distribution Agreement

City Treasurer Rick Brandi reviewed the item and answered questions from Council. The agreement will remain in effect as long as the road improvement millage is being collected.

Motion by Councilmember Dennis Kusina, seconded by Councilmember Greg Stevens, to approve the Road Improvement Millage Distribution Agreement.

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

C. Acquiring a Piece of Steel from the World Trade Center

Fire Chief Paul Ivan was available to review the item and answer questions from Council. The Mayor stated that Beaver Island has already created a memorial from a piece of World Trade Center steel, and he thought it would be a nice thing if the City could do something similar. St. Mary's Cement has offered to take care of the logistics and the cost of getting the piece of steel from New York to Charlevoix. Chief Ivan also reviewed different options for placement of the memorial.

Motion by Councilmember Jill Picha, seconded by Councilmember Bryan Vollmer, to accept St. Mary's Cement's offer and to submit the paperwork to acquire a piece of steel from the World Trade Center.

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

D. Charlevoix Wastewater Plant National Pollution Discharge Elimination System (NPDES) Update

Wastewater Treatment Plant Superintendent Jim Caldwell presented the item for Council's information. The City is currently in the public notice phase of the NPDES permit. Mr. Caldwell reviewed the parameter changes for mercury and ammonia toxicity. Our plant is quite old and will need some updates in the future to accommodate the new parameters. Mr. Caldwell has negotiated with the State to have additional time to comply with the new requirements. No action required.

Mr. Caldwell also reviewed that the concrete repair work at the Wastewater Treatment Plant has been completed and provided Council with photos. Mr. Caldwell is very pleased with the work.

E. Approval of Custodian Job Description

Fire Chief Paul Ivan was available to review the item and answer questions from Council.

Motion by Councilmember Shane Cole, seconded by Councilmember Jill Picha, to adopt the custodian job description as outlined on pp. 30-31 of the packet.

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

F. Consideration to Award Property and Liability Insurance Bid

City Treasurer Rick Brandi reviewed the item and answered questions from Council. Mr. Brandi reviewed his criteria for evaluating the bids and is recommending the low bidder, Municipal Underwriters of Michigan.

Motion by Councilmember Jill Picha, seconded by Councilmember Dennis Kusina, to accept the bid for Property and Liability Insurance from Municipal Underwriters of Michigan for \$77,675 for one year.

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

G. Consideration to Award Audit Bid

City Treasurer Rick Brandi reviewed the item and answered questions from Council. Mr. Brandi reviewed his criteria for evaluating the bids and is recommending Rehmann.

Motion by Councilmember Lyle Gennett, seconded by Councilmember Greg Stevens, to accept the bid from Rehmann for \$114,650 for Auditing Services for five years.

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

None.

X. Ordinances

None.

XI. Miscellaneous Business

Councilmember Jill Picha stated that she does not want to serve on the DNRE Citizens' Advisory Council. Council generally concurred they would be happy for the Manager to serve on that committee.

Councilmember Picha also asked Council if they wished to discuss lighting on the drawbridge. The Mayor stated that if Council members were interested in lighting on the bridge, they could inform the Manager and staff could present a report.

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 7:40 p.m.

 Carol A. Ochs City Clerk Norman L. Carlson, Jr. Mayor

Accounts Payable – 10/08/2010			
STATE OF MICHIGAN	20,635.47		
VISION SERVICE PLAN	506.04	TOTAL	21,141.51
Accounts Payable – 10/19/2010			
AIRGAS GREAT LAKES INC.	569.00	CCP INDUSTRIES INC	335.84
ANDY'S CLEANING SYSTEMS	89.50	CHARLEVOIX CAR WASH	45.00
APACALYPSE SUBWAY	123.69	CHARLEVOIX COUNTY	97.50
APOLLO FIRE APPARATUS REPAIR	763.39	CHARLEVOIX SCREEN MASTERS INC	44.00
ARGUS/HAZCO	14.94	CITY OF CHARLEVOIX - UTILITIES	31,193.85
AT YOUR SERVICE PLUS INC	20.34	DENNY, SHERYL	4.21
AT&T	581.50	DETROIT AIR COMPRESSOR	634.22
AUTO VALUE	796.59	DTE ENERGY	863.79
B & L SOUND INC	293.93	DUNHAM, ERNEST	240.55
BERGER, GLEN	57.55	EFFICIENCY PRODUCTION INC.	7,693.00
BLARNEY CASTLE OIL CO	873.83	ELLSWORTH FARMER'S EXCHANGE	86.57
BLUE WATER REALTY	28.07	EMERGENCY MEDICAL PRODUCTS INC	277.34
BRECHEISEN DIESEL SERVICE INC	46.24	FAMILY FARM & HOME	191.75
BROWN, STEPHANIE	49.00	FASTENAL COMPANY	30.65
BULBS.COM	56.78	FISHER SCIENTIFIC	316.34
CARQUEST OF CHARLEVOIX	807.45	GALLS AN ARAMARK COMPANY	234.48

GALMORE'S INC	388.02	NORTHERN SAFETY CO INC	313.58
GENNETT, LYLE	318.20	NORTHWEST MICHIGAN	70.00
HAGGARD'S INC	12,000.00	OLESON'S FOOD STORES	157.58
HAMMOND EQUIPMENT COMPANY	17.84	OTEC	202.00
HYDE EQUIPMENT	202.03	PHONE GUIDE	167.40
HYDRO DESIGNS INC.	900.00	PICHA, JILL	329.89
IDEXX DISTRIBUTION INC.	930.43	PLUNKETT & COONEY	720.00
INDEPENDENT DRAFTING SERVICES	1,120.00	POSTMASTER - CHARLEVOIX	3,500.00
INTERMARK	466.57	POWERPLAN	837.65
J & S PORTABLE RESTROOMS	285.00	PRESTON FEATHER	363.70
JOHNSTONE SUPPLY #234	110.04	PURITY CYLINDER GASES INC	304.34
KIWANIS CLUB OF CHARLEVOIX	78.00	QUILL CORP	885.13
KORTHASE FLINN	1,748.82	R. BURDITT CONSULTING INC.	400.00
KSS ENTERPRISES	997.81	SMITH, GLEN	58.59
KUSINA, DENNIS	340.85	STANDARD ELECTRIC CO	1,260.28
LACAL EQUIPMENT	143.44	STATE OF MICHIGAN	75.00
LAKESHORE TIRE & AUTO SERVICE	30.50	STRAEBEL, ROBERT J.	721.50
LEESE, M. CHRIS	148.50	THE CHARLEVOIX LIONS CLUB	60.00
MALTESE, JASON	11.79	TRI-TURF	123.84
MARVIN'S GARDENS INC	158.89	TRUCK & TRAILER SPECIALTIES	386.34
METDEPENNINGEN, SARAH	10.00	TURFGRASS INC	1,050.00
MICHIGAN DOWNTOWN ASSOCIATION	400.00	U.S. BANK N.A./MMBA	277,331.25
MICHIGAN OFFICEWAYS INC	385.35	USA BLUE BOOK	238.34
MICHIGAN PUBLIC POWER AGENCY	175,268.80	VAN'S BUSINESS MACHINES	106.83
MORRISON, PHILIP	30.03	VOSS LIGHTING	219.56
MOTOR PUBLICATIONS	359.00	WILBERT BURIAL VAULT CO	239.36
MUNICIPAL SUPPLY CO	398.40	WORK & PLAY SHOP	17.49
NORTHERN MICHIGAN/NORTHNET	13.95	TOTAL	534,862.80

Accounts Payable – 10/19/2010

Tax Disbursements			
CHARLEVOIX COUNTY TREASURER	35,519.97	CITY OF CHARLEVOIX - TAXES DUE	41,170.79
CHARLEVOIX PUBLIC SCHOOLS	32,395.60	CORNERSTONE REALTY	93.67
CHARLEVOIX PUBLIC SCHOOLS	3,152.70	HICKEY, ROBERT & DIANA	116.96
CHARLEVOIX PUBLIC SCHOOLS	6,305.64	TOTAL	118,755.33

PAYROLL: NET PAY**Pay Period Ending 10/09/2010 – Paid 10/15/2010**

WELLER, LINDA JO	1,296.16	STEVENS, BRANDON C.	589.97
STRAEBEL, ROBERT J.	2,080.02	HART, TERESA M.	661.46
BRANDI, RICHARD M.	1,670.18	BENNETT, THOMAS A.	463.25
LOY, EVELYN R.	947.86	DURRENBERGER, LARRY J	196.32
KLOOSTER, ALIDA K.	1,122.50	HAND, REBECCA J.	93.35
BROWN, STEPHANIE C.	1,038.80	SILVA, JESSE L.	210.18
OCHS, CAROL A.	947.49	RILEY, JEFFERY C	101.16
CAREY, KEITH V.	1,153.17	O'CONNOR, BRUCE E.	70.38
SPENCER, MICHAEL D.	1,459.24	SCHOOFF, WILLIAM R.	151.80
SPENCLEY, PATRICIA L.	1,024.85	SHRIFT, PETER R.	1,210.76
SOMERVILLE, COLLIN P.	414.46	HANKINS, SCOTT A.	1,409.18
NASH, JENNIFER B.	888.40	KLOOSTER, PATRICK H.	174.54
BAILEY, MATTHEW L.	1,162.64	KLOOSTER, JUSTIN N.	52.80
UMULIS, MATTHEW T.	1,324.31	COPPOCK, TIMOTHY M.	1,047.21
DOAN, GERARD P.	1,705.23	WURST, RANDALL W.	1,144.67
METDEPENNINGEN, SARAH	1,181.79	WHITLEY, JOHN F.	1,669.72
WARNER, JANINE M.	1,017.49	BLANCHARD, SCOTT W.	1,763.67
EVANS, HALBERT K.	862.72	FRYE, EDWARD J.	1,018.53
KANINE, MATTHEW J.	179.93	SWEM, DONALD L.	1,693.31
BINGHAM, LARRY E.	412.59	ROTTA, RUSSELL	1,528.49
SCHLAPPI, JAMES L.	1,202.19	HART II, DELBERT W.	649.75
TAYLOR, TERRY K.	29.37	MORRISON, KEVIN P.	989.59
ORBAN, BARBARA K.	1,378.78	HODGE, MICHAEL J.	1,101.57
IVAN, PAUL M.	1,656.40	JOHNSON, STEVEN P.	1,400.91
SCHWARTZFISHER, JOSEPH	1,152.90	JONES, ROBERT F.	1,485.80
ROLOFF, ROBERT P.	2,051.92	BISHAW, JAMES H.	708.08
BRODIN, WILLIAM C.	1,583.26	DISHONG, AARON S.	947.72
CALDWELL, JAMES P.	1,266.14	ZIPP, DONALD R.	1,319.31
MAYER, SHELLEY L.	1,345.20	HOLM, ARTHUR R.	847.07
HILLING, NICHOLAS A.	1,055.43	HEID, THOMAS J	1,344.46
MEIER III, CHARLES A.	1,279.03	KING, LYLE S.	266.95
RAMSEY, KYLE J.	92.40	BOAL, DAVID W.	1,007.86
JACOBS, DOUGLAS R.	1,914.66	GRUNCH, RONALD J.	85.42
NISWANDER, JOSEPH F.	1,242.69	BOOTH, GEORGE E.	265.06
WELLS JR., DONALD E.	1,446.86	MEGGISON, JERRY B.	204.10
JONES, TERRI L.	810.60	ROLOFF, AUDREY M.	120.20
BRADLEY, KELLY R.	1,253.20	MATTER, DAWSON K.	456.15
EATON, BRAD A.	1,201.65	MARSH JR., JAMES D.	47.10
WILSON, TIMOTHY J.	1,448.12	RILEY, TIMOTHY	26.39
ELLIOTT, PATRICK M.	1,552.89	TRAVERS, MANUEL J.	183.32
WILSON, RICHARD J.	1,140.86	SCOTT JR., WINFIELD	99.00
SIEGMUND, CHRISTOPHER	641.92	WINNELL, CHARLES J.	53.36
BROWE, RAYMOND L.	555.78	RILEY, DANIEL	501.89
EAGLESON, WAYNE L.	508.06	BARRETT, SCOTT T.	863.42
MCGHEE, ROBERT R.	917.24	BERGMANN, DOUGLAS M.	66.00
CROSS, MARCUS E.	739.28	MACDONALD, BRIAN K.	686.22
VANLOO, JOSEPH G.	652.08	TOTAL	82,986.19

PAYROLL: TRANSMITTAL**10/15/2010**

**EFTPS* Payroll Taxes	28,576.17	COMMUNICATION WORKERS	513.11
AMERICAN FAMILY LIFE	34.60	ICMA RETIREMENT TRUST 401	692.86
CHAR EM UNITED WAY	40.00	ICMA RETIREMENT TRUST 457	6,171.40
CHARLEVOIX STATE BANK	554.33	MI STATE DISTRICT UNIT	128.28

NORTHWESTERN BANK
PRIORITY HEALTH

372.76
199.05

STATE OF MICHIGAN
TOTAL