

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, November 1, 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~~ 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 – October 18, 2010 Regular Meeting Minutes
- B. Accounts Payable Check Register – October 20, 2010
- C. Accounts Payable Check Register – November 2, 2010
- D. Tax Disbursement – November 2, 2010
- E. Payroll Check Register – October 29, 2010
- F. Payroll Transmittal – October 29, 2010

- G. Retirement of Fire Department Captain Jerry Meggison After 41 Years of Service

The Mayor read Capt. Meggison's letter of resignation and thanked him for his service to the City of Charlevoix. Fire Chief Paul Ivan also made some remarks of appreciation.

V. Public Hearings

None.

VI. Reports

City Manager spoke regarding the request for pedestrian lighting on the drawbridge. Councilmember Gennett asked about checking with MDOT for possible funding, as it is their bridge. The Manager will contact MDOT regarding some possible cost sharing. Council was generally agreeable for staff to look into some lighting for the bridge.

The Manager stated that he and Recreation Director Teresa Hart are proposing the formation of a Recreation Committee appointed by the Mayor or Council to serve as an advisory board to the department and City Council which could be of value to the City. Council generally agreed to a five member committee, with one representative from a township. Staff will prepare some by-laws for Council's review.

The Manager gave Council a *Newsweek* article called "The New Oil," which is about privatizing public water supplies. Mr. Straebel thinks this is a burgeoning issue for Michigan in the future.

The Manager stated that the Wellness Committee is asking if Council will approve funds for an employee Christmas party at one of the local restaurants. Funds would pay for an hors d'oeuvres style party, no alcohol, though a cash bar may be available. Council generally agreed to the idea, stating that spouses should be included at no extra charge. The Manager will report back to Council on estimated costs.

VII. Requests, Petitions and Communications and Actions Thereon

A. Shade Tree Commission Update

Dave Robinson of the Shade Tree Commission gave a presentation to Council, covering a brief history of the Commission, its partnership with the City staff to establish and maintain a tree canopy, and a new focus on cost effective tree management by selecting appropriate trees for location under electric lines that will limit costs of trimming and allow for less decimation of the tree canopy. Mr. Robinson provided a copy of his report to the Clerk, which will be filed with the Council packet. In addition to Mr. Robinson, Shade Tree Commission members John Campbell and Ken Polakowski were available to answer questions from Council regarding long term plans, tree heights and species, and the locust trees on that line both sides of the sidewalk in the main part of East Park on the east side of Bridge Street. Councilmember Lyle Gennett proposed that the smaller trees on the west side of the sidewalk be removed to allow more room for the larger trees on the east side of the sidewalk. Mr. Polakowski said the Shade Tree Commission thinks there should be a study of Bridge Street from M-66 to Mercer regarding all the trees along the corridor and their conditions. The Commission makes recommendations, but Street Superintendent Pat Elliott makes the final decision regarding whether a tree comes down.

The Mayor thanked the Commissioners for their service to the City.

B. Tree Purchase and Planting Specifications

Street Superintendent Pat Elliott was available to review the items and answer questions from Council. The tree list has been expanded, but decisions will be made at the discretion of the City based on availability and suitability.

Motion by Councilmember Dennis Kusina, seconded by Councilmember Shane Cole, to accept the recommendation for the attached specifications and recommended tree selection list as presented on pp. 15-21 of the packet.

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

C. Consideration to Approve Refuse Collection Bid

Street Superintendent Pat Elliott was available to review the item and answer questions from Council. Mr. Elliott is proposing going to an bi-weekly pickup, which will hopefully provide a cost savings that may be able to be passed onto the taxpayers, depending on where taxable values end up this year. Council discussed moving to a bi-weekly schedule starting January 1, 2011. This would affect the refuse pickup schedule only; residents would still purchase service for weekly household garbage pickup. Notices of the

new schedule can be enclosed with the December tax bills. Council and Staff stressed the importance of making sure the public is informed of the schedule change.

Motion by Councilmember Jill Picha, seconded by Councilmember Lyle Gennett, to accept the low bid of American Waste for Refuse Collection for three years, giving Mr. Elliott power to negotiate a start date for going to bi-weekly pickup.

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

- D. Resolution of Support for the U.S. Bicycle Route 35 Through the City of Charlevoix
City Planner Mike Spencer was available to review the item and answer questions from Council.

Action by resolution.

- E. Consideration of Engineering for Bridge and Meech Streets
The City Manager reviewed the item and answered questions from Council. Instead of putting engineering services for two projects on Bridge and Meech Streets out to bid, staff is proposing hiring Performance Engineering based on past experience with the company and the fact that Performance has consistently been the low bidder on past projects. The Manager reviewed that the proposal pricing is competitive. Jim Malewicz from Performance Engineering was also available to answer questions. Section 1.56 of the City Code states that Council is not required to bid for contracts for professional services, which is consistent with this contract. The Mayor was complimentary regarding Performance Engineering's past work for the City.

Motion by Councilmember Lyle Gennett, seconded by Councilmember Greg Stevens, to approve the Performance Engineering proposal dated October 15, 2010, with a clause that the City could terminate the agreement without cause at any time during the next year.

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

Motion by Councilmember Lyle Gennett, seconded by Councilmember Shane Cole, to approve Resolution 2010-11-01 as follows:

**CITY OF CHARLEVOIX
RESOLUTION NO. 2010-11-01**

A RESOLUTION SUPPORTING THE U.S. BICYCLE ROUTE 35 THROUGH THE CITY OF CHARLEVOIX

WHEREAS, bicycle tourism is a growing industry in North America, contributing \$47 billion a year to the economies of communities that provide facilities for such tourists; and

WHEREAS, the American Association of State Highway and Transportation Officials (AASHTO) has designated a corridor along the western shore of the lower peninsula of Michigan connecting to Sault Ste. Marie be developed as United States Bicycle Route 35 (USBR 35); and

WHEREAS, a coalition of planning organizations, the League of Michigan Bicyclists, the Michigan Trails and Greenways Alliance, and the Adventure Cycling Association, with the cooperation of the Michigan Department of Transportation (MDOT) and other stakeholders, have proposed a specific route to be designated as USBR 35, a map of which is herein incorporated into this resolution by reference; and

WHEREAS, the proposed route for USBR 35 passes through the City of Charlevoix and can therefore provide a benefit to our residents and businesses; and

WHEREAS, the City of Charlevoix has investigated the proposed route and found it to be a suitable route, and desire that the route be designated so that it can be mapped and signed, thereby promoting bicycle tourism in our area;

THEREFORE BE IT RESOLVED that the Charlevoix City Council strongly supports the development of USBR 35, and requests that the appropriate officials see to it that the route is officially designated by AASHTO as soon as this can be achieved.

RESOLVED this 1st day of November, A.D. 2010

Resolution was adopted by the following yeas and nay vote:

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

X. Ordinances

None.

XI. Miscellaneous Business

Councilmember Greg Stevens complimented the Electric Department on their performance during the wind storm.

Councilmember Dennis Kusina asked for an update regarding the installation of the flagpole at Michigan Beach. The flagpole will be installed in the spring.

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

John Campbell from the Shade Tree Commission addressed Councilmember Gennett's comments regarding the locust trees adjacent to the curb in East Park earlier in the meeting. Now would be a good time to relocate the trees to where trees are needed and put concrete in the holes. It would make the area better for pedestrians and snow removal and give the other trees room to grow. The trees in the sidewalk area will have their growth stunted by the larger trees towering over them. Mr. Elliott stated that possibly only a few of the trees would be small enough to transplant. Council does not object to the removal of the small trees and considers it part of day to day operations.

XIII. Adjourn

The Mayor stated if there were no objections, the meeting would adjourn.
There were no objections.
Meeting adjourned at 8:11 p.m.

Carol A. Ochs	City Clerk	Norman L. Carlson, Jr.	Mayor
	Accounts Payable – 10/20/2010		
AT&T	2,280.70	PRIORITY HEALTH	38,778.87
AT&T MOBILITY	260.48	VISION SERVICE PLAN	494.86
DELTA DENTAL	4,529.97	TOTAL	46,344.88
	Accounts Payable – 11/02/2010		
ACCUMED BILLING INC.	8.44	ELLIOTT, PATRICK	41.00
ACE HARDWARE	1,318.51	ELMER'S	432.80
AIRGAS GREAT LAKES INC.	101.00	EMERGENCY MEDICAL PRODUCTS INC	158.88
ALL-PHASE ELECTRIC SUPPLY CO.	202.35	EVANS, HAL	41.00
AMERICAN TOTAL SECURITY INC	266.42	FISHER SCIENTIFIC	698.39
AMERICAN WASTE INC.	6,712.50	GLAWE INC	86,492.25
AMERICAN WATER WORKS ASSN	295.00	GREAT LAKES ENERGY	169.94
ARROW UNIFORM-TAYLOR L.L.C.	872.20	GRP ENGINEERING INC.	121.88
AT&T LONG DISTANCE	114.59	HANKINS, SCOTT	41.00
BAILEY, MATT	41.00	HARBOR STEEL & SUPPLY CORP	159.25
BEAVER RESEARCH COMPANY	326.34	HART, TERESA	41.00
BOB MATHERS FORD	260.00	HEID, THOMAS	41.00
BOLHUIS, LEON	75.00	HOLIDAY COMPANIES	6,264.04
BRADFORD'S	81.00	HSBC BUSINESS SOLUTIONS	208.13
BRADY'S CARPET CLEANING	320.00	IAFC MEMBERSHIP	329.00
BRANDI, RICHARD	41.00	INTELLIGENT PRODUCTS INC	752.71
BUDAY'S SOUND ADVICE	435.03	ISLAND AIRWAYS	1,818.72
BULBS.COM	20.16	IVAN, PAUL	41.00
CALDWELL, JAMES	291.00	JAY'S TOWING	175.00
CARDINAL CARPET CLEANING	280.00	JBR GRAPHICS INC.	240.00
CAREY, KEITH	41.00	KASCO MARINE INC.	70.02
CENTRAL DRUG STORE	11.88	KENNEDY INDUSTRIES INC	19,867.00
CHARLEVOIX COUNTY	192.00	KORTHASE FLINN	518.59
CHARLEVOIX COUNTY TREASURER	357.03	KSS ENTERPRISES	277.37
CHARLEVOIX STATE BANK	3,754.00	MAIER, ALEX	27.64
CHARLEVOIX TOWING & RECOVERY	193.00	MAMA T'S COMMERCIAL CLEANING	738.00
CHARLEVOIX TOWNSHIP	10.50	MARVIN'S GARDENS INC	119.96
CINTAS FIRST AID & SAFETY	56.95	McCALL, RENEE	12.44
CLEAR WATER PLUMBING & HEATING	405.91	MDC CONTRACTING LLC	167.75
COMPLETE MUFFLER	23.42	MEIER III, CHARLES A.	41.00
CUMMINS BRIDGEWAY LLC	3,116.25	MICHIGAN ASSOC OF PLANNING	350.00
D & L WELDING INC	55.00	MICHIGAN CAT	82.50
DESIGN ASSOCIATES	2,100.00	MICHIGAN MUNICIPAL LEAGUE	6,018.00
DOAN, GERARD	41.00	MICHIGAN PUBLIC POWER AGENCY	102,263.44
DTE ENERGY	2,355.09	MISS DIG SYSTEM INC	257.23
EAST JORDAN IRON WORKS	7,617.94	MUNICIPAL SUPPLY CO	3,585.20

MUNICIPAL UNDERWRITERS OF MICH	77,675.00		200.00
NASH, JENNIFER	41.00	SNEATHEN, JAMES SOLOMON CORP	100.00 6,589.00
NATIONAL SAFETY COUNCIL	325.00		
NETSOURCE ONE INC.	30.00	SPENCER, MICHAEL	352.95
NFPA	832.50	STANDARD ELECTRIC CO	37.90
NORTH AMERICAN SALT CO	6,116.19	STANDARD INSURANCE CO	1,359.57
		STATE OF MICHIGAN	1,365.44
NORTHERN MICHIGAN REVIEW INC.	681.64	STRAEBEL, ROBERT J.	41.00
NORTHERN SAFETY CO INC	139.07	SUPERIOR MECHANICAL	140.00
NYE UNIFORM CO	130.41	SWEM, DONALD	41.00
PERFORMANCE ENGINEERS INC	8,926.79		
		SYSTEMS SPECIALISTS INC	475.00
PHELPS SAW-MILL	120.00		
POWER LINE SUPPLY	1,103.90	TRUCK & TRAILER SPECIALTIES	291.70
		UP NORTH PROPERTY SERVICES LLC	3,269.00
PRO-BUILD	49.76		
		USA BLUE BOOK	564.59
PTM DOCUMENT SYSTEMS	162.60		
PVS TECHNOLOGIES INC	5,856.17	VILLAGE GRAPHICS INC.	570.32
QUILL CORP	93.31	WILMOT ELECTRIC INC	499.68
RAHM INDUSTRIAL SERVICES INC.	30,734.00		
		WINDER POLICE EQUIPMENT	282.19
ROBERTS, ERIC	17.14		
		WORK & PLAY SHOP	68.00
SALES & MARKETING OF MICHIGAN	33.00	YOUNG GRAHAM	12,549.50
SAYWARD, DAVE	300.00	TOTAL	427,753.36
SEELEY'S PRINTING SERVICE	533.40		
SITE PLANNING DEVELOPMENT INC			

Accounts Payable – 11/02/2010

Tax Disbursements

CHARLEVOIX COUNTY TREASURER	3,720.09	CHARLEVOIX PUBLIC SCHOOLS	664.34
CHARLEVOIX PUBLIC SCHOOLS	2,196.14	CITY OF CHARLEVOIX - TAXES DUE	4,267.85
CHARLEVOIX PUBLIC SCHOOLS	332.14	TOTAL	11,180.56

PAYROLL: NET PAY

Pay Period Ending 10/23/2010 – Paid 10/29/2010

WELLER, LINDA JO	1,284.98	SIEGMUND, CHRISTOPHER	582.06
STRAEBEL, ROBERT J.	2,040.43	BROWE, RAYMOND L.	463.80
BRANDI, RICHARD M.	1,670.19	EAGLESON, WAYNE L.	508.06
LOY, EVELYN R.	947.86	MCGHEE, ROBERT R.	794.09
KLOOSTER, ALIDA K.	1,029.87	CROSS, MARCUS E.	387.20
BROWN, STEPHANIE C.	1,038.79	VANLOO, JOSEPH G.	645.07
OCHS, CAROL A.	947.49	STEVENS, BRANDON C.	648.37
CAREY, KEITH V.	1,153.17	HART, TERESA M.	692.49
SPENCER, MICHAEL D.	1,459.24	CRAIN, CODY A.	44.32
SPENCLEY, PATRICIA L.	1,047.65	BENNETT, THOMAS A.	377.46
SOMERVILLE, COLLIN P.	165.79	LALEWICZ, AMELIA	92.35
NASH, JENNIFER B.	888.40	SHRIFT, PETER R.	1,266.68
BAILEY, MATTHEW L.	1,214.11	DOAN, GERARD P.	1,705.23
UMULIS, MATTHEW T.	2,047.65	HANKINS, SCOTT A.	1,409.18
METDEPENNINGEN, SARAH	1,181.79	COPPOCK, TIMOTHY M.	1,064.25
WARNER, JANINE M.	906.32	WURST, RANDALL W.	1,466.88
SCHLAPPI, JAMES L.	1,265.22	WHITLEY, JOHN F.	1,688.59
ORBAN, BARBARA K.	1,293.55	BLANCHARD, SCOTT W.	1,552.24
IVAN, PAUL M.	1,656.41	FRYE, EDWARD J.	1,053.13
SCHWARTZFISHER, JOSEPH	1,013.73	SWEM, DONALD L.	1,693.31
ROLOFF, ROBERT P.	1,211.86	ROTTA, RUSSELL	1,534.11
BRODIN, WILLIAM C.	1,162.06	HART II, DELBERT W.	826.90
CALDWELL, JAMES P.	1,403.19	MORRISON, KEVIN P.	1,096.78
MAYER, SHELLEY L.	1,387.20	HODGE, MICHAEL J.	1,101.57
HILLING, NICHOLAS A.	1,074.92	JOHNSON, STEVEN P.	1,100.02
MEIER III, CHARLES A.	948.91	JONES, ROBERT F.	1,288.31
JACOBS, DOUGLAS R.	2,045.28	BISHAW, JAMES H.	708.08
NISWANDER, JOSEPH F.	1,383.94	DISHONG, AARON S.	947.72
WELLS JR., DONALD E.	1,586.66	ZIPP, DONALD R.	1,263.07
JONES, TERRI L.	944.38	HOLM, ARTHUR R.	819.80
BRADLEY, KELLY R.	1,683.24	HEID, THOMAS J	1,344.46
EATON, BRAD A.	1,157.27	KING, LYLE S.	42.71
WILSON, TIMOTHY J.	1,298.93	BOAL, DAVID W.	852.16
ELLIOTT, PATRICK M.	1,552.98		
WILSON, RICHARD J.	1,145.96	TOTAL	75,299.87

PAYROLL: TRANSMITTAL

10/29/2010

**EFTPS* Payroll Taxes	26,570.57	MI STATE DISTRICT UNIT	128.28
CHAR EM UNITED WAY	40.00	NORTHWESTERN BANK	372.76
CHARLEVOIX STATE BANK	554.21	PRIORITY HEALTH	199.03
COMMUNICATION WORKERS	513.11	STATE OF MICHIGAN	4,099.66
ICMA RETIREMENT TRUST 401	692.86		
ICMA RETIREMENT TRUST 457	5,971.27	TOTAL	39,141.75