

CITY OF CHARLEVOIX  
REGULAR CITY COUNCIL MEETING MINUTES  
Monday, November 7, 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 Bryan Vollmer, Shane Cole, Lyle Gennett, Dennis Kusina, Jill Picha, Greg Stevens  
Absent: None

**III. Inquiry Regarding Possible Conflicts of Interest**

Councilmember Greg Stevens will abstain from Item VII.C. due to a conflict of interest on the grant submissions.

**IV. Consent Agenda**

The following items were approved and filed:

- A. Approval of Minutes – October 17, 2011 Regular Meeting Minutes
- B. Accounts Payable Check Register – October 24, 2011
- C. Accounts Payable Check Register – November 8, 2011
- D. Tax Disbursement – November 8, 2011
- E. ACH Payments – October 17 – October 31, 2011
- F. Payroll Check Register – October 28, 2011
- G. Payroll Transmittal – October 28, 2011

- H. Mayoral Proclamation – National Family Caregiver Month

**MAYORAL PROCLAMATION**  
**National Family Caregiver's Month**  
City of Charlevoix

WHEREAS, Thanksgiving is the season where we pause to reflect on the many blessings bestowed on us as a City and as individuals. We are especially grateful for the profound love that is expressed through the support, care and compassion that is provided by family caregivers to our loved ones; especially the chronically ill, terminally ill, elderly and frail, young, and those living with a disability. Caregivers reflect family and community life at its best, and should be counted as one of our most important natural resources; and

WHEREAS, the need for family caregivers is growing. The blessings of medicine and technology have helped us live longer; as a result, persons with disabilities are enjoying longer lives and people over 85 are the fastest growing segment of our population. Family caregivers can be found in every city and town in America. It is very likely that we all know at least one family caregiver; and

WHEREAS, these everyday heroes among us deserve our lasting gratitude and respect. This month, as we honor the many contributions that family caregivers make to the quality of life, let us resolve to work through our community, religious, social, business and other organizations to offer programs and services that will provide caregivers the support and encouragement they need to carry out their vital responsibilities.

NOW, THEREFORE BE IT RESOLVED, that the Mayor of the City of Charlevoix, Michigan, does hereby recognize November, 2011 as National Family Caregivers Month in the City of Charlevoix, Michigan.

Mayor Norman L. Carlson, Jr.  
November 7, 2011

**V. Public Hearings**

None.

**VI. Reports**

None.

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

**A. Northwest Michigan Council of Governments Presentation – Energy Efficiency Plaque**

Patty O'Donnell, Regional Planner with the Northwest Michigan Council of Governments (NWMCOG) presented the City with a plaque and thanked City Council, Staff, and the Green Energy Team for participating in the Michigan Public Service Commission's Energy Efficiency for Local Governments Project.

**B. Consideration to Approve MDOT Transportation Enhancement Grant and Intergovernmental Agreement with Charlevoix Township**

City Manager Rob Straebel summarized the project. There will be a 20% local cash match, with 10% coming from the City of Charlevoix and 10% coming from Charlevoix Township. The Manager reviewed details of the Lake to Lake trail project that would be funded by the grant. The intergovernmental agreement will be postponed to a future meeting. It is not needed for the grant application.

Motion by Councilmember Greg Stevens, seconded by Councilmember Shane Cole, to approve staff to submit the draft Transportation Enhancement Grant, for comment and review only, to MDOT officials.

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

**C. Discussion Regarding Grant Submittals for the Grand Traverse Band of Ottawa & Chippewa Indians**

Councilmember Greg Stevens stepped down from the dais. The Mayor reviewed the grant submittals, which are routed through a government agency. The grant submissions are for porous pavement for the White Parking lot for the City of Charlevoix, Third Day Fellowship and Outreach, Disc Golf Course Development, and Colorado Challenge. A member of the audience expressed concerns about the dangers of disc golf course at Mt. McSauba. The Mayor explained that a public hearing had been held this past summer and Council had decided to move forward with the plans. The Manager clarified the efforts of staff to design the disc golf areas separate from the hiking trails.

Motion by Councilmember Jill Picha, seconded by Councilmember Bryan Vollmer, to support grant applications for the following projects: Porous Pavement for the White Parking Lot; Grant for Third Day Fellowship and Outreach; Disc Golf Course Development; and Colorado Challenge.

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

Councilmember Stevens returned to the dais.

D. Electric Department Safety Meetings

Electric and Water Department Superintendent Don Swem reviewed the need to choose a new safety meeting instructor. Mr. Swem has been trying to work with surrounding cities to share services, but has not received a definite answer from any of them. The department needs to move forward with training, and Mr. Swem recommends the proposal from the Michigan Electric Cooperative Association (MECA). Mr. Swem's previous experience with MECA's reputation, training, and services make him more comfortable with their qualifications. Mr. Swem would like Council to approve him to move forward with the MECA proposal, but he will still attempt to pursue alternatives to save money, such as combining with other communities or finding a better deal.

Motion by Councilmember Dennis Kusina, seconded by Councilmember Greg Stevens, to approve the MECA Proposal and, if no other alternatives are identified, then the City will accept the Proposal.

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

E. Appointments

Motion by Councilmember Jill Picha, seconded by Councilmember Shane Cole, to appoint Patricia Miller to the Zoning Board of Appeals.

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**

A. Introduction of the 2011-2016 Parks and Recreation Master Plan

City Planner Mike Spencer reviewed the plan for Council and was available to answer questions. The Mayor called for public comment. There were no comments.

Motion by Councilmember Shane Cole, seconded by Councilmember Bryan Vollmer, to set a public hearing for November 21, 2011 at 7:00 p.m. in Council Chambers on the 2011-2016 Parks and Recreation Master Plan.

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

**IX. Resolutions**

None.

**X. Ordinances**

None.

**XI. Miscellaneous Business**

Councilmember Jill Picha asked about the County moving the recycling stations to the other side of the Sherriff's Department on Grant Street. She asked if there will be any sort of barrier or screen, as residents in that area are quite concerned. Mr. Spencer stated that County representatives had shared the plans with him. They are not putting up a structure, so there are no zoning issues. He is not aware of landscaping or fencing plans, but he can send the County a letter on behalf of Council requesting some screening. County Commissioner Shirlene Tripp stated that she thinks they do have some screening plans with fences and plans for a berm to cut down on noise. Ms. Tripp will bring it up at the next Recycling Committee meeting.

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

Barb Kluczynski, resident of Terrace Avenue, requested City Council to refer 211 Ferry Avenue development plan to the ZBA. The Mayor explained that there were no variances requested so the project went through the proper channels of the Planning Commission and not to the ZBA. Since the project did not violate any zoning requirements Council could not deny the project. Mr. Spencer answered several questions regarding parking spaces, building setbacks, and mixed use developments. Councilmember Picha expressed some concerns about the project.

**XIII. Closed Session**

A. Union Negotiations

Motion by Councilmember Lyle Gennett, seconded by Councilmember Dennis Kusina, to go into closed session to discuss POLC union negotiations.

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

Absent: None

Council entered closed session at 7:41 p.m.  
Council reconvened in open session at 8:17 p.m.

Motion by Councilmember Jill Picha, seconded by Councilmember Lyle Gennett, to approve a three-year agreement with the City of Charlevoix and Police Officers Labor Council for April 1, 2011 – March 31, 2014, with a change to Section 16.5 Pension Plan, a change from a MERS B2 to a MERS C1 with the multiplier remaining at 1.5.

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

**XIV. Adjourn**

The Mayor stated if there were no objections, the meeting would adjourn.  
There were no objections.  
Meeting adjourned at 8:19 p.m.

Carol A. Ochs	City Clerk	Norman L. Carlson, Jr.	Mayor
<b>Accounts Payable – 10/24/2011</b>			
AT&T MOBILITY	145.80	STANDARD INSURANCE CO	1,339.32
CHARLEVOIX STATE BANK	6,274.63	VERIZON WIRELESS	56.72
DELTA DENTAL	4,135.24	VISION SERVICE PLAN	482.21
GREAT LAKES ENERGY	162.37		
PRIORITY HEALTH	31,284.90	<b>TOTAL</b>	<b>43,881.19</b>
<b>Accounts Payable – 11/08/2011</b>			
AIRGAS GREAT LAKES INC.	760.39	HOLIDAY COMPANIES	8,133.46
ALL-PHASE ELECTRIC SUPPLY CO.	312.07	HSBC BUSINESS SOLUTIONS	229.99
AMERICAN WASTE INC.	5,038.00	HYDRO DESIGNS INC.	900.00
AMERICAN WATER WORKS ASSN	295.00	IAFC MEMBERSHIP	329.00
ANDY'S CLEANING SYSTEMS	26.30	INDUSTRIAL MARKETING	3,499.92
ARBOR DAY FOUNDATION	15.00	IVAN, PAUL	41.00
AT&T LONG DISTANCE	153.32	J & S PORTABLE RESTROOMS	394.00
AUTO VALUE	3,493.95	JACK DOHENY SUPPLIES INC	325.70
AVFUEL CORPORATION	89,124.07	JAY'S TOWING	50.00
BAILEY, MATTHEW L.	461.88	KIWANIS CLUB OF CHARLEVOIX	39.00
BAKER COLLEGE OF CADILLAC	420.00	KMart	79.94
BARUZZINI GENERAL CONTRACTORS	2,525.00	KSS ENTERPRISES	270.32
BLARNEY CASTLE OIL CO	1,337.73	LAB SAFETY SUPPLY INC.	275.83
BOB MATHERS FORD	114.00	LANDSCAPE FORMS INC.	1,864.50
BOYNE AREA MEDICAL CENTER	85.00	LAVOIE, RICHARD	11.93
BRADFORD'S	103.00	MANKER JR., DAVID	75.00
BRANDI, RICHARD	41.00	MAYROM, ZVIKA	186.63
BREATHING AIR SYSTEMS	1,097.00	McKENNEY, CORY	56.39
CALDWELL, JAMES P.	41.00	MDC CONTRACTING LLC	142,948.08
CAREY, KEITH	41.00	MEGGISON, BRUCE	460.00
CARQUEST OF CHARLEVOIX	831.30	MICH ASSOC OF MUNICIPAL CLERKS	50.00
CARROT-TOP INDUSTRIES INC.	1,388.92	MICHIGAN COMMUNITY ACTION	14.00
CENTRAL DRUG STORE	76.29	MICHIGAN DOWNTOWN ASSOCIATION	400.00
CHARLEVOIX COUNTY FIRE	80.00	MICHIGAN MUNICIPAL LEAGUE	70.00
CHARLEVOIX INN & SUITES LLC	3,187.77	MICHIGAN TASER DISTRIBUTING	1,654.34
CHARLEVOIX STATE BANK	24.03	MICHIGAN TURFGRASS FOUNDATION	115.00
CHARLEVOIX TOWNSHIP	10.50	MISS DIG SYSTEM INC	302.33
CINTAS FIRST AID & SAFETY	94.99	MORRISON, KEVIN P.	50.00
CITY OF BOYNE CITY	50.05	MOSORYAK, LEANNE	136.89
CITY OF CHARLEVOIX - UTILITIES	25,626.43	MUNDY, GERALD	50.86
CITY OF CHARLEVOIX-PETTY CASH	578.46	MUNICIPAL SUPPLY CO	4,145.00
CLEAR WATER PLUMBING & HEATING	2,764.72	NASH, JENNIFER	41.00
CMP DISTRIBUTORS INC.	899.00	NATIONAL SAFETY COUNCIL	325.00
COLE, SHANE	194.25	NFPA	961.15
COMPLETE MUFFLER	16.54	NORTH AMERICAN SALT CO	9,455.27
D & L WELDING INC	33.32	NORTHERN CREDIT BUREAU	165.04
DELL MARKETING L P	1,995.00	NORTHERN FIRE & SAFETY INC.	55.00
DESIGN ASSOCIATES	6,280.00	NORTHERN MICHIGAN JANITORIAL	121.80
DITCH WITCH SALES OF MICHIGAN	1,441.55	NORTHERN MICHIGAN REVIEW INC.	273.49
DLT SOLUTIONS INC	2,508.09	NORTHERN SAFETY CO INC	239.52
DOAN, GERARD	41.00	NORTHWEST DESIGN GROUP	880.00
DTE ENERGY	2,294.80	OCHS, CAROL	204.80
DVORACEK, DANA J.	41.00	OLESON'S FOOD STORES	279.14
EAST JORDAN IRON WORKS	1,105.46	OTEC	202.00
ELLIOTT, PATRICK M.	41.00	PARASTAR INC.	1,121.43
ELLSWORTH FARMER'S EXCHANGE	38.00	PERFORMANCE ENGINEERS INC	6,027.50
ENERCO CORPORATION	16.73	PICHA, JILL	203.74
EVANS, HAL	41.00	POLLARDWATER.COM - EAST	1,286.06
FASTENAL COMPANY	227.73	POWER LINE SUPPLY	3,590.11
FIRESERVICE MANAGEMENT	210.42	PREFERRED WASTE 2 LLC	276.66
FISHER SCIENTIFIC	486.59	PRESTON FEATHER	214.26
GALMORE'S INC	356.74	PROGRESSIVE MEDICAL INT'L	223.23
GAWNE, BILLIE JO	75.00	QoE CONSULTING PLC	2,000.00
GENNETT, LYLE	253.98	ROTARY CLUB OF CHARLEVOIX	112.50
GREAT LAKES CAULKING AND	3,500.00	SALES & MARKETING OF MICHIGAN	1,456.11
HANKINS, SCOTT	41.00	SCHMUCKAL OIL CO	793.30
HARBOR STEEL & SUPPLY CORP	97.00	SEELYE EQUIPMENT SPECIALISTS	261.00
HARRELL'S	700.00	SHARROW MASONRY INC	6,135.44
HART, TERESA	41.00	SITE PLANNING DEVELOPMENT INC	480.00
HEID, THOMAS J.	41.00	SPARTAN DISTRIBUTORS INC	403.83
HERZOG ELECTRIC	2,435.03	SPENCER, MICHAEL	741.83

SPENCLEY, DEAN	63.70	TRUCK & TRAILER SPECIALTIES	126.40
STATE OF MICHIGAN	1,068.41	UP NORTH PROPERTY SERVICES LLC	3,220.00
STATE OF MICHIGAN	585.00	USA BLUE BOOK	1,099.90
STEVENS, BRANDON	9.01	VILLAGE GRAPHICS INC.	800.28
STRAEBEL, ROBERT J.	186.16	WELLER, LINDA	41.00
SUPERIOR MECHANICAL	150.00	WILBERT BURIAL VAULT CO	279.68
SWEM, DONALD L.	41.00	WORK & PLAY SHOP	16.27
SYSTEMS SPECIALISTS INC	382.74	YOUNG GRAHAM	10,970.31
TOUGH, KEN	3.49		
TRI-TURF	1,752.50	<b>TOTAL</b>	<b>392,135.57</b>

**Accounts Payable – 11/08/2011****Tax Disbursements**

CHARLEVOIX COUNTY TREASURER	11,045.33	CHARLEVOIX PUBLIC SCHOOLS	797.32
CHARLEVOIX COUNTY TREASURER	35.28	CITY OF CHARLEVOIX - TAXES DUE	12,604.71
CHARLEVOIX DISTRICT LIBRARY	7.25	RECREATIONAL AUTHORITY	1.26
CHARLEVOIX PUBLIC SCHOOLS	14,464.66		
CHARLEVOIX PUBLIC SCHOOLS	2,148.35	<b>TOTAL</b>	<b>41,104.16</b>

**ACH Payments – 10/17/2011 – 10/31/2011**

MI PUBLIC POWER AGENCY	23,492.17	MERS OF MICHIGAN	34,053.03
MI PUBLIC POWER AGENCY	14,047.68	MI PUBLIC POWER AGENCY	15,821.16
MI PUBLIC POWER AGENCY	247,094.18	<b>TOTAL</b>	<b>334,508.22</b>

**PAYROLL: NET PAY****Pay Period Ending 10/22/2011 – Paid 10/28/2011**

WELLER, LINDA JO	1,237.26	BOAL, DAVID W.	844.61
STRAEBEL, ROBERT J.	2,116.99	MILLIGAN, DESMOND E.	52.37
BRANDI, RICHARD M.	1,739.66	BENNETT, THOMAS A.	694.68
LOY, EVELYN R.	983.31	DURRENBERGER, LARRY J	152.37
KLOOSTER, ALIDA K.	1,173.19	BAILEY, MATTHEW L.	1,713.81
BROWN, STEPHANIE C.	1,085.05	DVORACEK, DANA J.	1,178.24
OCHS, CAROL A.	900.00	SCHERPING, CHARLES L.	264.10
CAREY, KEITH V.	1,153.11	STEIN, DONNA E.	272.99
SPENCER, MICHAEL D.	1,500.83	TOUGH, KENDALL J.	341.78
SPENCLEY, PATRICIA L.	1,011.42	CESARO, JASON M.	26.99
NASH, JENNIFER B.	873.88	RAMSEY, KYLE J.	80.07
SCHLAPPI, JAMES L.	1,015.47	TRAVERS, MANUEL J.	235.37
UMULIS, MATTHEW T.	1,421.05	SILVA, JESSE L.	264.98
ORBAN, BARBARA K.	1,266.12	RILEY, DANIEL	370.17
STEMPKY, ERICA A.	1,257.91	O'CONNOR, BRUCE E.	14.15
WARNER, JANINE M.	989.33	WHITLEY, ADAM	178.70
EVANS, HALBERT K.	426.95	SCHOOFF, WILLIAM R.	915.17
BINGHAM, LARRY E.	491.77	DOAN, GERARD P.	1,705.42
BRANDI, MAURA E.	60.38	SHRIFT, PETER R.	1,111.80
IVAN, PAUL M.	1,715.83	HANKINS, SCOTT A.	1,635.32
SCHWARTZFISHER, JOSEPH	1,359.47	KLOOSTER, PATRICK H.	124.55
ROLOFF, ROBERT P.	2,395.32	GLENNY, GRACE A.	57.60
BRODIN, WILLIAM C.	1,253.69	KLOOSTER, JUSTIN N.	238.47
RILEY, DENISE M.	379.98	COPPOCK, TIMOTHY M.	1,073.57
CALDWELL, JAMES P.	1,381.66	WHITLEY, JOHN F.	1,720.96
WURST, RANDALL W.	1,443.73	BLANCHARD, SCOTT W.	1,672.06
MAYER, SHELLEY L.	1,346.27	SWEM, DONALD L.	1,645.45
HILLING, NICHOLAS A.	1,158.31	MORRISON, KEVIN P.	1,132.31
MEIER III, CHARLES A.	1,503.71	HODGE, MICHAEL J.	1,094.25
NISWANDER, JOSEPH F.	1,322.69	JOHNSON, STEVEN P.	1,337.24
FRYE, EDWARD J.	1,033.96	ZIPP, DONALD R.	1,320.37
WELLS JR., DONALD E.	1,378.79	BISHAW, JAMES H.	673.81
JONES, TERRI L.	947.47	TOWSLEY, CALVIN J.	284.50
BRADLEY, KELLY R.	1,726.17	DISHONG, AARON S.	881.44
EATON, BRAD A.	2,124.27	HEID, THOMAS J	1,318.54
WILSON, TIMOTHY J.	1,844.55	DAVIS, RONALD L.	80.07
HART II, DELBERT W.	682.38	GILL, DAVID R.	870.55
LAVOIE, RICHARD L.	1,114.46	SARASIN, CHRISTIAN M.	400.84
STEVENS, BRANDON C.	1,141.39	ROLOFF, AUDREY M.	475.43
ELLIOTT, PATRICK M.	1,457.00	MATTER, DAWSON K.	1,005.41
WILSON, RICHARD J.	1,157.04	MARSH JR., JAMES D.	96.24
JONES, ROBERT F.	1,288.86	RILEY, TIMOTHY	121.50
NISWANDER, LOGAN J.	557.39	MACMILLAN, RACHEL A.	151.53
SIEGMUND, CHRISTOPHER	630.69	SCOTT JR., WINFIELD	40.50
BROWE, RAYMOND L.	533.52	BARRETT, SCOTT T.	782.74
EAGLESON, WAYNE L.	451.44	BERGMANN, DOUGLAS M.	54.00
MCGHEE, ROBERT R.	876.77	MACDONALD, BRIAN K.	715.14
VANLOO, JOSEPH G.	553.14		
HART, TERESA M.	807.55	<b>TOTAL</b>	<b>87,693.34</b>

**PAYROLL: TRANSMITTAL****10/28/2011**

**EFTPS* Payroll Taxes	28,105.86	MERS	390.00
AMERICAN FAMILY LIFE	145.10	MI STATE DISBURSEMENT	128.28
CHAR EM UNITED WAY	65.00	NORTHWESTERN BANK	252.00
CHARLEVOIX STATE BANK	643.47	PRIORITY HEALTH	678.46
COMMUNICATION WORKERS	517.27	STATE OF MICHIGAN	4,652.28
ICMA RETIREMENT TRUST 401	699.79	TENHOUTEN RINGSTROM, LLC	89.81
ICMA RETIREMENT TRUST 457	6,179.02	<b>TOTAL</b>	<b>42,546.34</b>