

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, October 1, 2012 — 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: Bryan Graham
City Manager: Rob Straebel
City Clerk: Carol A. Ochs
Members Present: Council members Lyle Gennett, Dennis Kusina, Jill Picha, Greg Stevens, Bryan Vollmer, Shane Cole
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 12, 2012 Special Meeting Minutes
- B. Approval of Minutes – September 17, 2012 Regular Meeting Minutes
- C. Accounts Payable Check Register – September 21, 2012
- D. Accounts Payable Check Register – October 2, 2012
- E. Tax Disbursement – October 2, 2012
- F. ACH Payments – September 17, 2012 – September 28, 2012
- G. Payroll Check Register – September 28, 2012
- H. Payroll Transmittal – September 28, 2012

V. Public Hearings

None.

VI. Reports

The City Manager said that interviews had been held for Airport Manager and Recreation Director last week. The Manager thanked Council members Gennett and Stevens for sitting on those committees. The Manager would like to make offers for those positions this week and get people on board fairly quickly. The applicants were tremendously qualified.

The Manager reminded Council he would be at the ICMA conference Sunday, October 7 through Wednesday, October 10, 2012 and he will be taking vacation the remainder of that week. He will be back in the office Monday, October 15.

VII. Requests, Petitions and Communications and Actions Thereon

A. Discussion of Clean Affordable Renewable Energy (CARE)

Tim Petrosky gave an informational presentation on CARE and Michigan Proposal 3, a Proposal to Establish a Renewable Energy Standard by 2025. No action required.

B. Downtown LED Tree Light Project Bid

DDA Executive Director Keith Carey was available to review the bids and answer questions from Council. The recommended vendor is not the low bid. However, the City had a previous bad experience with the low bidder. The Mayor said that there was only a \$45 difference between the two bids. Mr. Carey gave an update on the fundraising efforts and possible expansion of the lighting project in the future. The Mayor called for public comment. There was none. The Mayor closed public comment.

Motion by Councilmember Dennis Kusina, seconded by Councilmember Shane Cole, to accept the bid not to exceed \$22,000 submitted by Holiday Lighting Services, Inc. and partner with the Charlevoix DDA and private fundraising efforts to remove current lights and purchase and install new "warm white" lights.

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

C. Purchase 1/0 Kerite Cable

Electric Superintendent Don Swem was available to present the item and answer questions from Council. The Mayor called for public comment. There was none. The Mayor closed public comment.

Motion by Councilmember Jill Picha, seconded by Councilmember Lyle Gennett, to approve the purchase of 11,000 feet of 1/0 Kerite cable from the Resco Corporation for \$30,800.

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

D. Property & Liability Insurance Renewal

City Manager Rob Straebel was available to review the item and answer questions from Council. This is a renewal of property and liability insurance for property, equipment, and fleet coverage. The coverage includes any new vehicles and the cost will be reduced if any vehicles are taken out of service.

Motion by Councilmember Lyle Gennett, seconded by Councilmember Jill Picha, to approve the renewal of the Liability & Property Insurance with the Michigan PAR Plan for the year beginning November 1, 2012 in the amount of \$81,425.

Yeas: Gennett, Kusina, Picha, Stevens, Vollmer, Cole
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 Greg Stevens said he has had some complaints about the new blue light surrounding the Holiday gas station sign. The Manager said he thinks the Planner has received complaints and is working with Holiday to get the sign into compliance. He will check with the Planner and report back to Council.

Councilmember Jill Picha said she has received complaints about the green box in the park around the fireplace base. She made some suggestions for decorating it.

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

Shirley Gibson asked about the salary for the new airport manager. The Manager said the salary range is \$37,000 - \$65,000 for the airport manager position which is full time with benefits. The recreation director is part time without benefits.

Bob Timms spoke regarding the bump outs at the May/Garfield intersections. He thinks they should be torn out, a normal intersection put in and Mr. Malewicz should not be hired in the future. The Mayor explained that this is accepted practice used for safe crossing by having less area for the kids to cross. Some of the bus drivers did complain. Before anything was done, the proposal was approved by the former superintendent, who thought it was a great idea. The bump outs were in the designs.

The Manager said that he has examined the May/Garfield intersection the southbound buses on May Street turning right onto Garfield are the buses having the most difficulty with the turning radius. Staff has worked with the engineer regarding marking the intersection, and the lane on Garfield going east is going to be moved to the south slightly to give the buses a little more room.

Bob Timms pointed out that the May/Garfield intersection is a 4-way stop, which makes a difference. It's not a through street either way, so there is no need for bump outs.

Mr. Timms complained about the hump/slope in the sidewalk in front of the Joppa House. Councilmember Stevens said it was designed that way in an effort to keep water on site and not have it drain into the street or onto neighboring property. The slope also had to be ADA compliant, which is why it stretches as far as it does. Mr. Timms said he thinks the parking area is higher than it needs to be and he has a problem with upsetting a sidewalk for a private concern. The Manager said that controlling drainage benefits the entire community. He said Mr. Stevens' approach is to have the runoff percolate through the soil rather than go into the storm drains and have sediments go into the lake. Mr. Timms said he doesn't like people playing games with public sidewalks, which are supposed to be level.

XIII. Closed Session – Manager Review

A. Review of City Manager's Performance September 2011-2012

Motion by Councilmember Shane Cole, seconded by Councilmember Bryan Vollmer, to enter closed session to complete the City Manager's annual evaluation, per his written request dated August 16, 2012.

Yeas: Gennett, Kusina, Picha, Stevens, Vollmer, Cole

Nays: None

Absent: None

The Mayor called a short recess before Council entered closed session at 8:00 p.m.

Council reconvened in open session at 9:18 p.m.

XIV. Open Session

Council briefly discussed the upcoming community fireplace meeting being held at the library. Some members may be attending, however they all generally agreed that all their discussions and comments would take place at posted Council meetings at City Hall. The Mayor pointed out that the meeting at the library has items on the agenda that are not on the table at this point: such as moving the location to one of the beaches or having a wood burning fireplace.

The Mayor said he had received an application from Ken Polakowski to serve on the Historic District Commission, and other members of the Commission recommend his appointment. The Mayor would like to appoint Mr. Polakowski to the vacancy on the Commission.

Motion by Councilmember Lyle Gennett, seconded by Councilmember Bryan Vollmer, to confirm the Mayor's appointment of Ken Polakowski to the Historic District Commission.

Yeas: Gennett, Kusina, Stevens, Vollmer, Cole

Nays: Picha

Absent: None

Council requested a report on the Historic District Commission's and Historic District Study Committee's current projects. Council discussed the number of other committees and wondered if some of them could be disbanded.

XV. Adjourn

The Mayor stated if there were no objections, the meeting would adjourn.

There were no objections.

Meeting adjourned at 9:37 p.m.

Accounts Payable – 09/21/2012			
AIRGAS USA LLC	796.29	ISLAND AIRWAYS	14.11
AIRNAV LLC	100.00	IVAN, PAUL	41.00
ALLEN SUPPLY	79.16	KENNEDY INDUSTRIES INC	1,076.44
ALL-PHASE ELECTRIC SUPPLY CO.	20.89	KSS ENTERPRISES	157.56
AMERICAN WASTE INC.	657.20	KUSSMAUL ELECTRONICS CO	96.50
AT&T	40.00	LSL PLANNING INC.	322.70
AVFUEL CORPORATION	64,363.23	MDC CONTRACTING LLC	5,851.24
B & L SOUND INC	10.00	MICHIGAN ASSOC OF PLANNING	325.00
BLUETARP FINANCIAL	152.46	MICHIGAN MUNICIPAL LEAGUE	1,771.00
BRADFORD'S	54.00	MIDDAUGH, BEVERLY	75.00
BRANDI, RICHARD	41.00	NASH, JENNIFER	41.00
CALDWELL, JAMES P.	41.00	NISWANDER, MICHAEL	75.00
CARDINAL CARPET CLEANING	350.00	NORTHERN MICHIGAN JANITORIAL	556.10
CAREY, KEITH	41.00	NORTHERN MICHIGAN TRUCK &	81.03
CASTIGLIONE, BEN	86.58	NORTHERN PUMP SERVICE INC.	2,502.06
CENTRAL DRUG STORE	60.16	OMS COMPLIANCE SERV INC	157.50
CHARLEVOIX CONVENTION &	4,000.00	PARASTAR INC.	1,451.40
CHARLEVOIX HOUSING COMMISSION	198.10	POWER LINE SUPPLY	619.20
CHARLEVOIX TOWNSHIP	10.50	PREIN & NEWHOF	2,637.10
CHEMICAL SYSTEMS INC.	1,832.00	PRESTON FEATHER	163.35
CHEMSEARCH	181.28	QUICK CARE MEDICAL CENTER	25.00
CITIZENS BANKING CORP	18,162.24	ROLOFF, ROBERT	2,750.00
CLEAR WATER PLUMBING & HEATING	2,056.24	SHARROW MASONRY INC	1,635.00
DC ASSESSING SERVICES LLC	4,291.92	SIMPLE DIGITAL MEDIA INC.	200.00
DESIGN ASSOCIATES	450.00	SPARTAN DISTRIBUTORS INC	117.14
DOAN, GERARD	41.00	SPENCER, MICHAEL	41.00
DTE ENERGY	1,144.12	STATE OF MICHIGAN	190.00
DVORACEK, DANA J.	41.00	STATE OF MICHIGAN	220.00
EJ USA INC.	3,156.84	STATE OF MICHIGAN	40.00
ELLIOTT, PATRICK M.	41.00	STRAEBEL, ROBERT J.	41.00
ELLSWORTH FARMER'S EXCHANGE	181.00	SUPERIOR MECHANICAL	92.00
EMERGENCY MEDICAL PRODUCTS INC	715.53	SWEM, DONALD L.	41.00
EMMET BRICK & BLOCK	82.08	TOP OF MICHIGAN TRAILS COUNCIL	500.00
EVANS, HAL	41.00	TREY DOG PRODUCTIONS	1,410.00
FISHER SCIENTIFIC	2,294.64	TURFGRASS INC	255.98
GARON, MRS. FRED	4.22	UP NORTH PROPERTY SERVICES LLC	2,310.00
GRAINGER	633.43	USA BLUE BOOK	257.77
GRP ENGINEERING INC.	1,321.75	VILLAGE GRAPHICS INC.	10.00
HACH COMPANY	377.38	WELLER, LINDA	41.00
HANKINS, SCOTT	41.00	WINNELL, CHARLES	120.00
HEID, THOMAS J.	41.00	WOJAN, ROBERT	3,044.00
HOLIDAY COMPANIES	9,731.62	WORK & PLAY SHOP	64.93
HYDE SERVICES LLC	182.48	YOUNG GRAHAM	3,896.00
IDEXX DISTRIBUTION INC.	960.10	ZOLL MEDICAL CORPORATION	1,795.69
INDEPENDENT DRAFTING SERVICES	1,600.00		
INTELLIGENT PRODUCTS INC	763.60	TOTAL	158,581.84

Accounts Payable – 10/02/2012			
AT&T MOBILITY	146.10	PRIORITY HEALTH	42,582.02
CCI SOUTH LLC	33,797.70	STANDARD INSURANCE CO	1,353.90
CHARLEVOIX STATE BANK	5,439.96	VERIZON WIRELESS	56.72
DELTA DENTAL	4,451.73	VISION SERVICE PLAN	508.69
GREAT LAKES ENERGY	168.29	TOTAL	88,505.11

Accounts Payable – 10/02/2012			
Tax Disbursements			
CHARLEVOIX COUNTY TREASURER	58,655.58	CHARLEVOIX PUBLIC SCHOOLS	355.95
CHARLEVOIX PUBLIC SCHOOLS	74,541.03	CITY OF CHARLEVOIX - TAXES DUE	66,259.80
CHARLEVOIX PUBLIC SCHOOLS	10,415.37		
CHARLEVOIX PUBLIC SCHOOLS	5,207.44	Total 10/2/2012	215,435.17

ACH Payments – 09/17/2012 – 09/28/2012			
MI PUBLIC POWER AGENCY	48,682.71	MERS OF MICHIGAN	25,097.65
STATE OF MI (STATE WITHHOLDING)	17,277.56	IRS (PAYROLL TAX DEPOSIT)	29,925.73
STATE OF MI (SALES TAX)	34,862.21	VANTAGEPOINT (457 ICMA PLAN)	12,740.23
MI PUBLIC POWER AGENCY	20,887.22	VANTAGEPOINT (401 ICMA PLAN)	699.79
MI PUBLIC POWER AGENCY	275,891.58	TOTAL	466,064.68

PAYROLL: NET PAY			
Pay Period Ending 09/22/2012 – Paid 09/28/2012			
WELLER, LINDA JO	1,281.11	ROLOFF, ROBERT P.	2,771.30
STRAEBEL, ROBERT J.	2,010.82	BRODIN, WILLIAM C.	1,154.95
BRANDI, RICHARD M.	1,761.62	RILEY, DENISE M.	344.78
LOY, EVELYN R.	1,005.72	CALDWELL, JAMES P.	1,390.46
KLOOSTER, ALIDA K.	1,193.50	WURST, RANDALL W.	1,303.80
BROWN, STEPHANIE C.	1,165.28	MAYER, SHELLEY L.	1,453.92
OCHS, CAROL A.	915.66	HILLING, NICHOLAS A.	1,178.32
CAREY, KEITH V.	1,160.07	MEIER III, CHARLES A.	1,859.29
SPENCER, MICHAEL D.	1,525.30	NISWANDER, JOSEPH F.	1,261.72
SPENCLEY, PATRICIA L.	1,062.08	FRYE, EDWARD J.	1,018.60
NASH, JENNIFER B.	1,082.82	JONES, TERRI L.	316.30
CASTIGLIONE, BENJAMIN	486.62	EATON, BRAD A.	1,608.01
SHRIFT, PETER R.	1,125.61	WILSON, TIMOTHY J.	1,919.63
SCHLAPPI, JAMES L.	1,034.68	LAVOIE, RICHARD L.	1,181.87
UMULIS, MATTHEW T.	1,487.71	STEVENS, BRANDON C.	1,129.04
ORBAN, BARBARA K.	1,229.60	DRAVES, MARTIN J.	1,883.02
TRAEGER, JASON A.	1,248.85	ELLIOTT, PATRICK M.	1,538.99
WARNER, JANINE M.	989.78	WELLS JR., DONALD E.	1,406.92
EVANS, HALBERT K.	1,421.10	BRADLEY, KELLY R.	1,534.85
LEE, LOREN G.	325.07	WILSON, RICHARD J.	1,077.77
BINGHAM, LARRY E.	551.16	JONES, ROBERT F.	1,264.70
CALDWELL, MARY K.	703.01	MANKER JR, DAVID W.	537.25
BRANDI, MAURA E.	44.11	NISWANDER, LOGAN J.	623.77
GREYERBIEHL, KEVIN M.	468.09	SIEGMUND, CHRISTOPHER	606.68
IVAN, PAUL M.	1,764.54	BROWE, RAYMOND L.	339.56
SCHWARTZFISHER, JOSEPH	1,178.72	RAMSEY, ARIEL M.	164.68

RUPINSKI, PETER J.	330.00	BLANCHARD, SCOTT W.	1,685.44
MCGHEE, ROBERT R.	977.37	SWEM, DONALD L.	1,637.80
VANLOO, JOSEPH G.	649.27	WHITLEY, ANDREW T.	1,136.16
STEBE, LAURA A.	60.99	MORRISON, KEVIN P.	1,227.44
BOAL, DAVID W.	953.87	HODGE, MICHAEL J.	1,094.25
WESCOTT, DENNIS M.	275.40	JOHNSON, STEVEN P.	1,214.42
STEIN, DONNA E.	276.57	ZIPP, DONALD R.	754.61
DURRENBERGER, LARRY J.	218.18	BISHAW, JAMES H.	541.38
RYPSTRA III, BART	136.23	TOWSLEY, CALVIN J.	519.62
DVORACEK, DANA J.	1,365.99	SCAFIDI, DAVID J.	293.63
TOUGH, KENDALL J.	634.96	HEID, THOMAS J.	1,341.78
WENZEL, PEGGY A.	361.82	BAIER, GEORGE A.	226.81
GENGLE, SUE E.	56.95	GRUNCH, RONALD J.	109.71
RAMSEY, KYLE J.	146.27	DAVIS, RONALD L.	40.23
RILEY, CASEY W.	99.07	GILL, DAVID R.	958.03
THORMAN, MIKAYLA R.	254.65	HAND, HEATHER K.	451.26
TRAVERS, MANUEL J.	295.63	SCHNEIDER, DENNIS R.	475.96
SILVA, JESSE L.	268.18	STEVENS, JEFFREY W.	236.82
RILEY, DANIEL	647.42	ROLOFF, AUDREY M.	1,228.49
O'CONNOR, BRUCE E.	626.07	MATTER, DAWSON K.	804.40
WHITLEY, ADAM	302.22	MARSH JR., JAMES D.	224.55
SCHOOOF, WILLIAM R.	914.03	RILEY, TIMOTHY	148.50
LALEWICZ, AMELIA	47.17	SCOTT JR., WINFIELD	141.75
DOAN, GERARD P.	1,245.56	WINNELL, CHARLES J.	129.13
HANKINS, SCOTT A.	1,431.99	BERGMANN, DOUGLAS M.	185.91
KLOOSTER, PATRICK H.	252.45	MACDONALD, BRIAN K.	806.80
GLENNY, GRACE A.	61.19		
COPPOCK, TIMOTHY M.	1,254.17	Grand Totals:	90,851.36

PAYROLL: TRANSMITTAL
 09/28/2012

AMERICAN FAMILY LIFE	402.61	MERS	390.00
CHAR EM UNITED WAY	93.00	MI STATE DISBURSEMENT	596.19
CHARLEVOIX STATE BANK	55,900.00	NORTHWESTERN BANK	22,000.00
CHARLEVOIX STATE BANK	4,093.47	NORTHWESTERN BANK	1,852.00
COMMUNICATION WORKERS	547.94	PRIORITY HEALTH	813.53
INDIANA STATE	80.00	Grand Totals:	86,768.74