

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, November 4, 2013 – 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: Jim Young
City Manager: Rob Straebel
City Clerk: Deputy Clerk Stephanie Brown
Members Present: Council members Shane Cole, Lyle Gennett, Shirley Gibson, Jeff Porter and Gabe Campbell
Absent: Greg Stevens

III. Inquiry Regarding Possible Conflicts of Interest:

None.

IV. Consent Agenda

The following items were approved and filed:

- A. Approval of Minutes – October 21, 2013 Regular Meeting Minutes
- B. Accounts Payable Check Register – October 24, 2013
- C. Accounts Payable Check Register – November 5, 2013
- D. ACH Payments – October 21, 2013 – October 28, 2013
- E. Tax Disbursement – November 5, 2013
- F. Payroll Check Register – October 25, 2013
- G. Payroll Transmittal – October 25, 2013

V. Public Hearings

None.

VI. Reports

None.

VII. Requests, Petitions and Communications and Actions Thereon

A. Charlevoix Pointe Site Plan Review and Site Condominium Review (Project #2013-04SP)

City Planner Mike Spencer presented the item and answered questions from Council. The proposed project is a seven unit townhome development at 115 Pine River Lane and was submitted by Midtown Development of Traverse City. This project requires both a Level B Site Plan Review and Site Condominium Review. The Planning Commission has completed its review and is unanimously recommending approval, with eleven conditions.

Planner Spencer advised that he and Jim Young had reviewed the Site Condominium documents and there were no outstanding issues. He briefly reviewed the history of the property and previous development proposals. Planner Spencer noted that Council had a couple of public comments in front of them, as well as the comments included in their agenda packet; he identified where the public comments were coming from in relation to the subject property.

Planner Spencer proceeded to review the landscaping plan, the topography of the property, and the slope of the proposed driveway. He also addressed the issue of utilities and the need for an 8" water line, and that the applicant would be required to pay the cost of upgrading the water line on the site (\$22,000 - \$30,000) up front. The City will engineer the upgrade, obtain the Department of Environmental Quality (DEQ) permit, obtain the payment from the applicant, go through the normal bid process to select the contractor, and then the City engineers would oversee the construction and upgrade of the new water line. The applicant will be responsible for running service to each of the units, the City Engineer will inspect the improvements, and then the City would take over ownership of the utilities.

Planner Spencer stated that, at this time, he is not aware of the applicant being opposed to any of the eleven conditions of approval. He proceeded to review specifics of the conditions.

In response to Commissioner Gibson's inquiry regarding more green space in front, Planner Spencer explained that the circular pavers are driveways into the garages for the units. He reported that the Planning Commission believes that the extra parking space included would be better for visitors within the complex than parking out along Pine River Lane, since there have been many complaints about excessive parking on that street.

Mayor Carlson opened the item to public comment at 7:20 p.m.

Art Nash asked if the upgrade to the 8" water line extends the length of Pine River Lane; Planner Spencer responded affirmatively. Upon further questioning, Planner Spencer reported that the tie-in from the new 8" water line to the applicant's units is the applicant's responsibility. City staff will oversee the tie-in.

Closed to public comment at 7:22 p.m.

Councilmember Jeff Porter stated that this piece of property is one of a very few vacant properties in the City which are available for development and he questioned the wisdom of approving a project that does not have a unique architectural design. He believes that the project is "a plain Jane model that doesn't deserve to be on that location". Upon questioning, Councilmember Porter stated the size of the windows, different mix of materials, the overall style, and the gables are specific areas of concern, and indicated that he saw nothing attractive about the proposed buildings. Doug Mansfield of Mansfield Land Use Consultants stated that Chip Ironside of Progressive Associates in Harbor Springs is the architect for the project. This project is very similar to a Traverse City project that was very appealing and sold well. He stated that they had done an architectural survey of the City, looking for a theme or historic chronology, and found buildings from the historic, modern, neo-traditional and arts and crafts periods. Mr. Mansfield stated that, beyond the Earl Young stone cottages, there is a real mix of residential styles. He further explained the reasoning for the style and design that was chosen for the project.

Dale Boss agreed with Councilmember Porter's assessment that the architectural design is lacking innovation, and should include some "Earl Young swing" on it. He also reported that, on the north side of the channel, all of the brush obstructing the view of the channel needs to be removed.

Attorney Young reviewed the requirements of reviewing a zoning project and the required Findings of Fact that needed to be included in the Council's decision, and he proceeded to provide wording for a proposed motion if the Council wished to approve the project.

Motion by Councilmember Campbell, second by Councilmember Gennett, that the Site Plan for the Charlevoix Pointe Site Condominium Project (Project 2013-04SP), with the eleven conditions imposed by the Planning Commission, is approved and that this approval is based on the Findings of Fact contained in the Council agenda packet, which are incorporated into this motion by reference.

Yeas: Cole, Gennett, Gibson, Campbell
Nays: Porter
Absent: Stevens

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 Campbell stated that it has been an honor for him to serve on the Council again and he wished everyone good luck.

Councilmember Porter expressed that the lighting of the trees in East Park and the Christmas tree look great. Councilmember Gennett agreed.

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

None.

XIV. Adjourn

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

There were no objections.

Meeting adjourned at 7:35 p. m.

Accounts Payable – 10/24/2013			
CHARLEVOIX STATE BANK	5,905.46	STANDARD INSURANCE CO	1,409.39
DELTA DENTAL	4,680.39	VERIZON WIRELESS	56.72
GREAT LAKES ENERGY	202.37	VISION SERVICE PLAN	516.04
PRIORITY HEALTH	48,124.66	TOTAL:	60,895.03

Accounts Payable – 11/05/2013			
AIRGAS USA LLC	1,882.98	MAYER, SHELLEY L.	53.00
AMERICAN WASTE INC.	53.50	MCMASTER-CARR	437.52
AMERICAN WATER WORKS ASSN	295.00	MEADOWBROOK INSURANCE GROUP	643.25
AMERIGAS - PETOSKEY	441.93	MEIER III, CHARLES A.	22.15
ASPHALT SOLUTIONS OF MICHIGAN	4,500.00	MFSIA	285.00
AT&T LONG DISTANCE	493.60	MICHIGAN CAT	301.50
AT&T MOBILITY	74.47	MICHIGAN ELECTRIC	15,000.00
AVFUEL CORPORATION	57,407.23	MICHIGAN MUNICIPAL LEAGUE	1,513.00
BANDIT INDUSTRIES INC	651.84	MID STATES BOLT & SCREW CO	140.00
BEHAN WINDOW CLEANING	355.00	NASH, JENNIFER	41.00
BLARNEY CASTLE OIL CO	1,520.00	NATIONAL SAFETY COUNCIL	395.00
BRADLEY, HEATHER	35.49	NORTH AMERICAN SALT CO	13,321.53
BRANDI, RICHARD	41.00	NORTHERN CREDIT BUREAU	166.08
BULBS.COM	739.60	NORTHERN MICHIGAN JANITORIAL	75.80
CARDINAL CARPET CLEANING	550.00	NORTHWEST DESIGN GROUP	1,935.50
CHAMPION CHARTER	446.00	OTEC	881.10
CHARLEVOIX AGENCY	164.00	PARASTAR INC.	1,570.54
CHARLEVOIX AREA	6,700.00	PEARSON, BETHANY	41.00
CHARLEVOIX ELKS LODGE #2856	65.00	PELICAN DEVELOPMENT LLC	16.48
CHARLEVOIX SCREEN MASTERS INC	100.00	PELLSTON A.R.F.F. INC.	250.00
CHARLEVOIX TOWNSHIP	15.45	PERFORMANCE ENGINEERS INC	9,868.50
CINTAS CORPORATION	88.31	PHYSIO-CONTROL INC.	398.04
COMPLETE MUFFLER	200.80	POWER LINE SUPPLY	1,784.26
CROSS III, JOHN H.	6,500.00	PREFERRED WASTE 2 LLC	212.50
DCASSESSING SERVICES	4,291.92	PREIN & NEWHOF	2,475.00
DITCH WITCH SALES OF MICHIGAN	121.21	RECDESK LLC	1,900.00
DOAN, GERARD	41.00	RELIABLE OFFICE SUPPLIES	39.98
DTE ENERGY	2,778.67	RICHARDS, MICHAEL	240.00
EJ USA INC.	8,018.93	RIETH-RILEY CONST CO INC	1,467.90
ELHORN ENGINEERING COMPANY	1,220.00	ROTARY CLUB OF CHARLEVOIX	75.00
ELLIOTT, PATRICK M.	41.00	RTI LABORATORIES INC.	111.00
ELLSWORTH FARMER'S EXCHANGE	363.50	SACRAMENTO STATE OFFICE OF WATER	13.00
EMERGENCY MEDICAL PRODUCTS INC	150.19	SCHWARTZFISHER, JOSEPH	14.00
ENMET CORP	251.60	SEELEY'S PRINTING SERVICE	539.00
EVANS, HAL	41.00	SELL, JENNIFER	36.39
FASTENAL COMPANY	391.57	SITE PLANNING DEVELOPMENT INC	25.00
FISHER SCIENTIFIC	610.55	SPENCER, MICHAEL	41.00
FOX CHARLEVOIX FORD	20.42	STATE OF MICHIGAN	470.48
FREIDINGER M.D., REED K.	85.00	STEGGALL, TOM	19.38
GRAINGER	95.40	STEVENS, BRANDON	14.00
GRAPHIC CONTROLS LLC	224.24	STRAEBEL, ROBERT J.	41.00
GREAT LAKES PIPE & SUPPLY	612.29	SWEM, DONALD L.	41.00
HAND, HEATHER	41.00	T & R SERVICE INC	1,805.46
HANKINS, SCOTT	55.00	TEUNIS, STEVEN	41.00
HARRELL'S	640.00	TRAEGER, JASON	14.00
HEID, THOMAS J.	41.00	TRAVERS, MANUEL J.	14.00
HI-LINE	114.52	TRAVERSE REPRODUCTION	121.96
HOLBEN PROFESSIONAL EH SVCS	300.00	TRI-TURF	911.40
HOLIDAY COMPANIES	110.92	UP NORTH PROPERTY SERVICES LLC	2,086.00
IAFC MEMBERSHIP	334.00	UTILITY TRACTOR SERVICES	1,800.00
INTELLIGENT PRODUCTS INC	814.60	VILLAGE GRAPHICS INC.	22.00
IVAN, PAUL	41.00	WELLER, LINDA	41.00
J. THOMAS DISTRIBUTORS LLC	141.58	WHITLEY, ANDREW	14.00
JONES, LARRY	14.00	WILKIN, AMANDA	41.00
KEWEENAW EXCURSIONS	56.00	WOODY, SCOTT	41.00
KMart	68.95	WORK & PLAY SHOP	1,990.00
KSS ENTERPRISES	239.44	YEAGER, JILL	80.25
LAKESHORE TIRE & AUTO SERVICE	12.50	YOUNG GRAHAM	4,517.50
LAVOIE, RICHARD	14.00	ZIELINSKI, JOSEPH A.	41.00
LEESE, M. CHRIS	155.00	TOTAL:	176,370.65

Tax Disbursement – 11/05/2013			
CHARLEVOIX COUNTY TREASURER	2,996.48	CHARLEVOIX PUBLIC SCHOOLS	2,302.40
CHARLEVOIX COUNTY TREASURER	15,218.49	CITY OF CHARLEVOIX - TAXES DUE	31,175.73
CHARLEVOIX PUBLIC SCHOOLS	11,107.30	LABLANCE, MARO	78.89
CHARLEVOIX PUBLIC SCHOOLS	5,047.08	STATE OF MICHIGAN	19,126.50
CHARLEVOIX PUBLIC SCHOOLS	176.20	TOTAL:	87,229.07

ACH Payments – 10/21/2013 – 10/28/2013			
MI Public Power Agency	10,006.07	Vantagepoint (401 ICMA Plan)	728.06
MI Public Power Agency	277,768.34	Vantagepoint (457 ICMA Plan)	12,497.42
IRS (Payroll Tax Deposit)	34,398.72	MERS (Defined Benefit Plan)	24,884.65
Alerus Financial (HCSP)	380.00	MI Public Power Agency	12,274.69
State of MI (Withholding Tax)	9,707.89	TOTAL	382,645.84

PAYROLL: NET PAY			
Pay Period Ending 10/19/2013 – Paid 10/25/2013			
WELLER, LINDA JO	1,354.58	WILSON, RICHARD J.	1,063.37
BRANDI, RICHARD M.	1,795.76	HART II, DELBERT W.	785.19
LOY, EVELYN R.	996.51	JOHNSON, STEVEN P.	1,366.90
KLOOSTER, ALIDA K.	1,228.79	JONES, ROBERT F.	1,397.66
BROWN, STEPHANIE C.	1,310.05	DORAN, JUSTIN J.	1,435.31
SPENCER, MICHAEL D.	1,514.20	BISHAW, JAMES H.	615.54
SPENCLEY, PATRICIA L.	1,016.91	TOWSLEY, CALVIN J.	535.52
NASH, JENNIFER B.	863.55	MANKER JR, DAVID W.	466.58
PANOFF, ZACHARY R.	819.06	MANKER SR, DAVID W.	668.39
MILLER, FAITH G.	682.62	NEUMANN, DANA L.	481.61
PEARSON, BETHANY S.	1,229.02	BECKER, MICHAEL S.	528.98
ZIELINSKI, JOSEPH A.	838.36	COLE, STEVEN D.	488.64
DOAN, GERARD P.	1,210.87	MCGHEE, ROBERT R.	1,020.81
SHRIFT, PETER R.	1,138.43	WILKIN, AMANDA J.	690.40
SCHLAPPI, JAMES L.	1,267.75	HEID, THOMAS J	1,245.15
UMULIS, MATTHEW T.	1,331.36	WESCOTT, DENNIS M.	134.79
HANKINS, SCOTT A.	1,454.84	STEIN, DONNA E.	18.94
ORBAN, BARBARA K.	1,242.87	CURTIS, DENNIS E.	811.49
TRAEGER, JASON A.	1,373.72	BOOTHE, STEVEN A.	39.24
WARNER, JANINE M.	937.61	DOAN JR, RALPH W.	187.21
EVANS JR, HALBERT K.	1,152.40	DURRENBERGER, LARRY J	3.22
KLOOSTER, PATRICK H.	81.41	DAVIS, RONALD L.	8.94
LEE, LOREN G.	106.09	GILL, DAVID R.	862.78
HUMBLE, NATHAN C.	254.84	MACLEOD, SAMUEL R.	475.68
BINGHAM, LARRY E.	302.48	STEIN, MARK G.	15.85
LABELLE, DAVIS B.	29.56	WOODY, SCOTT R.	1,520.01
KLINGER, LUCAS D.	42.28	VANLOO, JOSEPH G.	499.49
GREYERBIEHL, KEVIN M.	33.93	LUNDHOLM, ROBERT A.	536.44
MCDONOUGH, COLLIN B.	348.56	HAND, HEATHER K.	791.21
IVAN, PAUL M.	1,770.07	TABER, HOLLY S.	559.46
SCHWARTZFISHER, JOSEPH L.	1,016.01	CROFT, JAMES E.	350.04
ROLOFF, ROBERT P.	2,024.33	WYMAN, MATTHEW A.	655.53
BRODIN, WILLIAM C.	1,524.08	STEVENS, JEFFREY W.	347.01
WURST, RANDALL W.	1,450.37	ROLOFF, AUDREY M.	718.14
MAYER, SHELLEY L.	1,227.54	MATTER, DAWSON K.	516.05
HILLING, NICHOLAS A.	1,106.50	MARSH JR., JAMES D.	109.89
MEIER III, CHARLES A.	1,445.47	RILEY, TIMOTHY C.	137.01
ZACHARIAS, STEVEN B.	1,460.97	RAMSEY, KYLE J.	66.07
NISWANDER, JOSEPH F.	1,251.38	RILEY, CASEY W.	69.26
BLANCHARD, SCOTT W.	1,900.77	THORMAN, MIKAYLA R.	115.87
FRYE, EDWARD J.	960.28	JONES, LARRY M.	470.34
JONES, TERRI L.	1,010.26	OCHS, THOMAS F	55.41
SWEM, DONALD L.	1,626.83	TRAVERS, MANUEL J.	474.93
EATON, BRAD A.	1,589.01	SCOTT JR., WINFIELD	39.65
WILSON, TIMOTHY J.	1,380.09	KITELEY, FISHER L.	13.21
LAVOIE, RICHARD L.	1,362.48	COLLINS, CHAD M.	329.70
STEVENS, BRANDON C.	1,246.59	RILEY, DANIEL A.	644.98
WHITLEY, ANDREW T.	1,435.80	BERGMANN, DOUGLAS M.	39.65
DRAVES, MARTIN J.	1,721.17	WHITLEY, ADAM	66.07
ELLIOTT, PATRICK M.	1,583.34	SCHOOFF, WILLIAM R.	555.25
MORRISON, KEVIN P.	1,285.37	STRAEBEL, ROBERT J.	2,320.75
HODGE, MICHAEL J.	1,064.07	TEUNIS, STEVEN L.	1,770.41
WELLS JR., DONALD E.	1,250.54	RILEY, DENISE M.	399.33
BRADLEY, KELLY R.	1,238.43	TOTAL:	90,409.51

PAYROLL: TRANSMITTAL
10/25/2013

AMERICAN FAMILY LIFE	158.34	CHARLEVOIX STATE BANK	3,857.14
AMERICAN FAMILY LIFE	244.27	COMMUNICATION WORKERS OF AMER	566.53
BAY WINDS FEDERAL CREDIT UNION	50.00	MI STATE DISBURSEMENT UNIT	674.57
BAY WINDS FEDERAL CREDIT UNION	250.00	NORTHWESTERN BANK	170.00
CHAR EM UNITED WAY	81.54	PRIORITY HEALTH	938.61
CHARLEVOIX STATE BANK	1,016.16	TOTAL:	8,007.16