

**CITY OF CHARLEVOIX**  
**REGULAR CITY COUNCIL MEETING MINUTES**  
**Monday, March 17, 2014 – 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.  
Assistant City Attorney: Bryan Graham  
City Manager: Rob Straebel  
City Clerk: Deputy Clerk Stephanie Brown  
Members Present: Council members Jeff Porter, Peggy Brennan, Shane Cole, Shirley Gibson, and Leon Perron  
Absent: Lyle Gennett

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

None.

**IV. Consent Agenda**

The following items were approved and filed:

- A. Approval of Minutes – March 3, 2014 Regular Meeting Minutes
- B. Accounts Payable Check Register – March 6, 2014
- C. Accounts Payable Check Register – March 18, 2014
- D. ACH Payments – March 3, 2014 – March 14, 2014
- E. Tax Disbursement – March 6, 2014
- F. Payroll Check Register – March 14, 2014
- G. Payroll Transmittal – March 14, 2014

**V. Public Hearings**

A. Public Hearing on a Proposed Ordinance to Change Planning Commission Membership Requirements

City Planner Mike Spencer provided a brief review of the proposed ordinance and answered questions from Council, stating that, if enacted, the change would expand the pool of individuals qualified to serve on the Planning Commission. This can be beneficial for a city the size of Charlevoix.

Mayor Carlson opened the public hearing at 7:05 p.m. There was no public comment, and Mayor Carlson closed the public hearing at 7:05 p.m.

Councilmember Brennan addressed Council and the audience, reviewing the process that other communities use regarding the number of members, qualifications of members, and how vacancies are filled. She believes that the Planning Commission's integrity is at stake, stating that the Commission would no longer be a City Planning Commission, but a City and Township Planning Commission. Councilmember Brennan asked that City staff work harder to fill the vacant positions with qualified voters, noting that City residents have a different perspective regarding issues unique to city living versus township living.

Councilmember Porter suggested that City taxpayers who live most months outside of Michigan may be more qualified to serve than township residents. Planner Spencer stated that a primary concern is whether or not individuals can attend monthly meetings on a year-round basis.

Councilmember Brennan responded that she would prefer to see a "part-time resident" than someone from the township on the Planning Commission.

Mayor Carlson noted that an individual could own one or more properties in the City but live just outside the City limits, making him/her unable to serve on the Planning Commission.

Council discussed the pros and cons of membership consisting of qualified electors, township resident/city taxpayers, out of state residents/city taxpayers.

Councilmember Gibson requested details on how vacancies are filled and how they are noticed. She further stated that she believes that membership should be limited to registered voters in the City of Charlevoix. Both she and Councilmember Perron asked that the City advertise vacancies in the newspaper and make stronger efforts to fill them.

Councilmembers Perron and Cole suggested that vacancies be more visible on the website.

## VI. Reports

City Manager Rob Straebel reported that ten proposals for legal services have been received by the City Manager's office. The deadline for proposals was today, March 17, 2014. Interviews for the position of City Clerk will take place this week, and the process for filling the position of Human Resources Assistant have begun.

Manager Straebel reported that there are upcoming trainings available to City Council, including Northern Lakes Economic Alliance annual luncheon on April 11, and the Chamber Expo on March 22, and encouraged members to consider attending.

Manager Straebel reported that Journeyman/Lineman Scott Blanchard, a 37 year employee, will soon be retiring and asked Council to acknowledge his hard work if they happen to meet Mr. Blanchard around town.

Mayor Carlson reported that Roger Westenbroek, who was a Councilmember in the 1970's, recently passed away. Flags were flown at half-mast today in his honor. Mayor Carlson suggested that it is unfair to require an employee to use personal time to attend a funeral of a former elected City official; if the employee chose to attend such a funeral that he/she could take the time off without pay rather than using personal leave time to attend the event. Council generally agreed that this type of situation would be at the discretion of the City Manager.

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

### A. Liquor License Application, 308 Belvedere Avenue

Deputy Clerk Stephanie Brown presented the item and answered questions from Council. Grey Gables Restaurant recently underwent a routine audit by the Michigan Liquor Control Commission. At that time, the Commission discovered that the restaurant is serving liquor under a Class B (attached hotel) license. The Commission has asked that the owners take appropriate steps to change this license to a Class C license.

Mayor Carlson opened the item to public comment. There was no comment and the item was closed to the public.

Action by Resolution.

### B. Presentation and Discussion Regarding Conceptual Land Swap at Fisherman's Island State Park

Dirk Cox, Operations Manager at St. Mary's Cement, gave a PowerPoint presentation addressing details of the conceptual land swap of property at the Fisherman's Island State Park. He stated that the cement plant property encompasses 1,402 acres, employs 130 individuals, and is physically located in Norwood and Charlevoix Townships. Mr. Cox gave specific reasons for the land swap while asking Council and the community to take part in a meaningful conversation to identify and discuss real issues. Mr. Cox reported that, if the land swap takes place, the State Park would get larger by about 43 acres, the cement plant property would get smaller, and the park shoreline would remain the same. Cement plant operations will still be guaranteed for 90-95 years, an economic benefit for the area.

Janine Gregory questioned the reference to a lake at the end of this process. Mr. Cox stated that when the mining is done, remedial steps are taken to return the land to a "natural" state; in this case, they would "pull the plug on the pumps and let the water level come up."

Ann Zukowski, representing Friends of Fisherman's Island, addressed City Council, reading a prepared statement that detailed reasons why the land swap is not good for the community or the park. She requested that St. Mary's withdraw their plan and not pursue the land swap.

Mayor Carlson opened the item to public comment.

Luanne Kozma, Hayes Township resident, described her education, history with Charlevoix, and experience with national, local, and threatened park lands. She explained her reasons for believing that the land swap is not good for those who use the park, and stated that the land swap should not take place,

Lauren Carey, Charlevoix Township resident, encouraged Council to view this from the perspective of what draws people to Charlevoix, stressed what she believed were the negative aspects of this plan, and stated that she is adamantly against the proposed land swap.

Joanne Beemon stated that the land swap is on a fast-track for approval, that the land swap is still in the conceptual stages, and that it is very difficult for opponents of the land swap to fight a concept. She reported that the Department of Natural Resources (DNR) has made up talking points regarding the land swap, and that those comments state that local residents like the idea of a possible road improvement.

Bill Henne, Vice President of Water and Air Team Charlevoix (WATCH), read a letter from Jerry Puhl (Charlevoix Township resident), in support of Fisherman's Island, against any changes to the entrance to the park, and against the conceptual land swap. Mr. Henne also referenced his letter to Council, which states that WATCH is strongly opposed to the land swap, but is supportive of dialogue between his agency and St. Mary's, "as long as we don't give up existing park property or Bell's Bay Road."

Scott Way, Charlevoix Township resident, stated he has worked on the Lake to Lake Trail from the beginning and noted that St. Mary's donated property for the Trail. Mr. Way suggested that the lines of communication need to remain open on this proposal.

Nick Swanson, Charlevoix Township resident, stated that he was interested in the potential improvements of the addition of a bathhouse or shower house.

Judy Cunningham stated that she liked the park the way it currently is and wants it to remain rustic.

David Skeel, Marion Township resident, stated that he is an avid outdoorsman. He is in support of making improvements to the park while keeping it rustic, specifically adding improvements to allow more campers and improved amenities. He disagreed with an earlier comment that the south end of the property is scrub land and noted that the proposed swap may provide an opportunity that the community should consider.

Ed Engstrom stated that Fisherman's Island is one of the best campgrounds in the State and suggested that there be a site visit with residents and St. Mary's staff to show what's being proposed.

Richard Seibert, Norwood Township resident, stated that the entrance to the park is an issue that needs to be addressed. He asked that someone find out what the DNR's future plans were for the park and the entrance ways, noting that the entrance may be moved in the future anyway.

Carol Hellstrom, Bay Township resident, stated that she is adamantly opposed to further development.

Rick Beemon asked that, if a proposal to close the Bells Bay Road entrance were to come before the City, Council turn it down. He also asked that St. Mary's withdraw their conceptual land swap plan.

David Nedwick, City of Charlevoix resident, stated that he is opposed to the proposed land swap and that everyone should consider their responsibility to future generations.

David Juilleret, Marion Township resident, stated that he wanted to compliment St. Mary's on presenting the concept to the public first. He suggested that the park could use a launch ramp and that modern campsites would bring more campers to the park. He also stated that St. Mary's has been a good neighbor.

Mayor Carlson closed the item to public comment at 8:44 p.m.

Councilmember Porter stated that the City has 205 acres of property adjacent to St. Mary's at the Charlevoix Airport, and he asked if St. Mary's had ever considered the City Airport property for mining. Mr. Cox responded that they had not, and asked if the property is for sale. Councilmember Porter believes that the Airport poses several problems for the City, including: noise, pollution, and safety concerns. He personally believes that the Airport should be moved and he wonders if St. Mary's would be interested in helping to make that happen.

Councilmember Gibson questioned how an objective, working committee would be appointed. Mr. Cox responded that there should be representation from Norwood and Charlevoix Townships, the City of Charlevoix, environmental groups, the Watershed Council, and the Trail Committee to create a good cross section of people. Meetings would be set up with a professional mediator. Mr. Cox will not choose committee members. Councilmember Gibson does not feel the land swap is a comparable trade and noted some of the changes in her lifetime due to expansion by St. Mary's. She is opposed to the concept.

Councilmember Perron stated that the 200 acres in question is standing hardwoods and pines, that once it's gone, it's gone forever, and that the property is extremely valuable.

Upon questioning, Mr. Cox indicated that if the land swap did not go through, Bell's Bay Road would probably be affected: the area could be mined through, under, or over the road with heavy truck traffic up and down it. Additionally, he stated that he hoped to have a final proposal within six (6) months.

Mayor Carlson called for a break at 8:50 p.m. The meeting resumed at 9:00 p.m.

- C. Consideration to Approve an Application to the Recreation Passport Grant Program for Michigan Beach Park Playground  
Recreation Director Amanda Wilkin presented the item and answered questions from Council. Michigan Beach is one of the most highly visible and most trafficked areas in Charlevoix, and the playground equipment has become outdated and less safe. The Recreation Passport Grant Program, administered by the Michigan Department of Natural Resources (DNR), can provide funds for improving park equipment. The maximum request is \$45,000 with a 25% match. Due to estimated expenses, staff recommends applying for a grant of \$22,500 with a 50% match by the City.

Councilmember Porter asked to see other options for the playground design, and Director Wilkins agreed to provide same.

Councilmember Gibson referenced Whiting Park and its handicap accessibility and asked staff to consider similar amenities for one of Charlevoix's beaches.

Mayor Carlson opened the item to public comment.

Ingrid Nedwick stated that her grandchildren loved the old fashioned swing, slide and merry-go-round; and asked if the old playground equipment could be maintained in addition to the new playground. Director Wilkin explained that the existing equipment is very old, and parts are not available for service and maintenance.

The item was closed to the public.

Action by Resolution.

D. Wastewater Biosolids Contract Renewal

WTP/WWTP Superintendent Steve Teunis presented the item and answered questions from Council. The City of Charlevoix has worked with Biotech Agronomics since 2006 for Biosolids land application, sampling and analysis, fecal coliform testing, and digester and tank cleaning. Both the City and Biotech are interested in extending this contract an additional two years with 2% increases.

Mayor Carlson opened the item to public comment. There was no comment, and the item was closed.

Motion by Councilmember Brennan, second by Councilmember Gibson, to approve the extension of the agreement with Biotech Agronomics for sludge (Biosolids) hauling for the years 2014 and 2015 with a 2% increase.

Yeas: Porter, Brennan, Cole, Gibson, Perron  
Nays: None  
Absent: Gennett

E. Mutual Aid Agreements

Electric Department Superintendent Don Swem presented the item and answered questions from Council. The Michigan Municipal Electric Association (MMEA) is asking that all cities consider signing Mutual Aid Agreements, which outline what would be expected if electric utilities help each other in emergencies.

Mayor Carlson opened the item to public comment. There was no comment, and the item was closed.

Motion by Councilmember Cole, second by Councilmember Perron, to approve the APPA/NRECA/FEMA Mutual Aid Agreement and authorize the Electric Department Superintendent to sign the agreement on behalf of the City.

Yeas: Porter, Brennan, Cole, Gibson, Perron  
Nays: None  
Absent: Gennett

Additional Action by Resolution.

F. Consideration to Approve a Resolution to Set a Surcharge for the Airport's 100LL Fuel Truck

Airport Manager Scott Woody presented the item and answered questions from Council. In an effort to recover costs associated with the operation of the 100LL fuel truck, a surcharge of \$0.25 per gallon is being proposed for all users. On February 28, 2014, the Airport Advisory Committee voted in favor of this surcharge, effective June 1, 2014. Rachel Teague of Fresh Air Aviation has stated that they would not contest this fee and that they would be buying their own fueling equipment.

Councilmember Brennan questioned why the fees were going into effect June 1 instead of April 1. Mayor Carlson stated that the effective date of June 1 is a compromise to allow Fresh Air to find an alternative solution.

Mayor Carlson opened the item to public comment. There was no comment, and the item was closed.

Action by Resolution.

G. Poverty Exemption Resolution and Application

Deputy Clerk Brown presented the item and answered questions from Council. In 2009, the City adopted a Hardship Exemption Policy to comply with MCL 211.7u. Due to recent case law, the applicant is no longer required to count equity in the person's principal residence as an asset. Our current policy requires any equity over 20% to be counted as an asset that could be used to pay taxes. The only change in the proposed resolution is to delete principal residence equity from the policy's "asset test".

Mayor Carlson opened the item to public comment. There was no comment, and the item was closed.

Action by Resolution.

**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**

- A. Consideration to Approve an Application to the Recreation Passport Grant Program for Michigan Beach Park Playground  
Motion by Councilmember Gibson, seconded by Councilmember Brennan, to approve Resolution 2014-03-01, Resolution of Support for a Grant Application to the Recreation Passport Grant Program for Michigan Beach Park Playground, as follows:

RESOLUTION NO. 2014-03-01  
RESOLUTION OF SUPPORT FOR A GRANT APPLICATION TO THE RECREATION PASSPORT GRANT PROGRAM FOR  
MICHIGAN BEACH PARK PLAYGROUND

- WHEREAS, the City Council of the City of Charlevoix is supportive of the Charlevoix Recreation Department's grant application to the Recreation Passport Grant Program for the development of new playground equipment at Michigan Beach Park; and
- WHEREAS, the proposed application is supported by the City of Charlevoix's approved 5 year Parks and Recreation Master Plan; and
- WHEREAS, if the grant is awarded, the City of Charlevoix will be responsible to commit to at least \$22,500 in matching funds in cash and/or labor during the 2015-2016 fiscal year.
- NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CHARLEVOIX, is supportive of the grant application to the Recreation Passport Grant Program for a new playground at Michigan Beach Park and authorizes City staff to sign the grant application.

RESOLVED this 17<sup>th</sup> day of March, A.D. 2014.

Resolution adopted by the following yea and nay votes:

Yeas: Porter, Brennan, Cole, Gibson, Perron  
Nays: None  
Absent: Gennett

- B. Mutual Aid Agreements Resolution

Motion by Councilmember Cole, seconded by Councilmember Gibson, to approve Resolution 2014-03-02, Resolution to Enter into Michigan Municipal Electric Association (MMEA) Mutual Aid Agreement (Revised 04/30/01) and Designate Persons Authorized to Request or Approve Requests for Assistance Thereunder.

RESOLUTION NO. 2014-03-02  
RESOLUTION TO ENTER INTO MICHIGAN MUNICIPAL ELECTRIC ASSOCIATION ("MMEA") MUTUAL AID AGREEMENT AND  
DESIGNATE PERSONS AUTHORIZED TO REQUEST OR APPROVE REQUESTS FOR ASSISTANCE THEREUNDER.

- WHEREAS, the City is a member of the Michigan Municipal Electric Association (MMEA); and
- WHEREAS, from time to time it becomes necessary for members of MMEA to request emergency assistance in the form of equipment and personnel from other MMEA members in connection with the operation of their respective electric utilities; and
- WHEREAS, MMEA has prepared a standardized written agreement entitled the "MMEA Mutual Aid Agreement", which sets forth requirements and conditions regarding the furnishing of emergency assistance by MMEA members to one another; and
- WHEREAS, it is advisable and in the best interests of the City to have standardized requirements, obligations, and conditions under which emergency assistance will be furnished to, or may be requested by, the City; and
- WHEREAS, all of the terms of the MMEA Mutual Aid Agreement are acceptable to the City and protective of the City's best interests; and

WHEREAS, the City desires to designate the persons authorized on its behalf to request emergency assistance or to act on the City's behalf in response to requests for emergency assistance, as set forth in paragraph 3 of the MMEA Mutual Aid Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Clerk are hereby authorized on behalf of the City to sign and enter into the MMEA Mutual Aid Agreement, and

The following persons are hereby designated and authorized to request emergency assistance on behalf of the City under the MMEA Mutual Aid Agreement and to approve requests made to the City for emergency assistance under that agreement. These persons are listed in the specific descending order in which they are authorized on behalf of the City to request emergency assistance or, alternatively, in which they are to be contacted by another signatory to the agreement, if the person at the top of the list is not timely available under the applicable circumstances.

1. Don Swem
2. Brad Eaton
3. T. John Wilson

The preceding list may from time to time be amended by the City Manager of Charlevoix as determined necessary by the City Manager by the preparation of a replacement list which shall be dated and which shall become effective upon its being filed with the City Clerk.

RESOLVED this 17<sup>th</sup> day of March, A.D. 2014.

Resolution adopted by the following yea and nay votes:

Yeas: Porter, Brennan, Cole, Gibson, Perron  
Nays: None  
Absent: Gennett

- C. Consideration to Approve a Resolution to Set a Surcharge for the Airport's 100LL Fuel Truck  
Motion by Councilmember Gibson, seconded by Councilmember Perron, to approve Resolution 2014-03-03, 100 Fuel Truck Surcharge, revised as follows:

[NOTE: .25 cents was changed to \$0.25]

RESOLUTION NO. 2014-03-03  
100 LL FUEL TRUCK SURCHARGE

WHEREAS, the City of Charlevoix desires the Municipal Airport to be financially solvent and have airport users pay for the costs of providing airport services; and

WHEREAS, the Charlevoix Municipal Airport does not currently impose a surcharge for its 100 LL fuel truck delivery; and

WHEREAS, the surcharge will be for all users of the 100LL fuel truck; and

WHEREAS, the surcharge will be \$0.25 per gallon for fuel dispensed from the 100LL fuel truck;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY OF CHARLEVOIX CITY COUNCIL adopt a surcharge of \$0.25 per gallon effective June 1, 2014 for all users utilizing delivery from the 100LL fuel truck.

RESOLVED this 17<sup>th</sup> day of March, A.D. 2014.

Resolution adopted by the following yea and nay votes:

Yeas: Porter, Brennan, Cole, Gibson, Perron  
Nays: None  
Absent: Gennett

D. Poverty Exemption Resolution

Motion by Councilmember Cole, seconded by Councilmember Brennan, to approve Resolution 2014-03-04, A Resolution to Establish Policy and Guidelines for Use by the Board of Review for Granting Poverty Exemptions, as follows:

RESOLUTION NO. 2014-03-04  
A RESOLUTION TO ESTABLISH POLICY AND GUIDELINES FOR USE BY THE BOARD OF REVIEW FOR GRANTING  
POVERTY EXEMPTIONS

**WHEREAS**, Section 7(u) of Act 206 of Michigan Public Acts of 1893, as amended by Act 390 of Michigan Public Acts of 1994 ("Section 7(u) of the General Property Tax Act"), requires the governing body of the local assessment unit to determine the policy and guidelines for granting exemptions from property taxes for principal residences of persons in poverty ("poverty exemptions"); and

**WHEREAS**, the State Tax Commission has interpreted Section 7(u) of the General Property Tax Act and provided guidance as to the contents of the policy and guidelines applicable to a poverty exemption; and

**WHEREAS**, the City desires to comply with Section 7(u) of the General Property Tax Act and the guidance of the State Tax Commission; and

**WHEREAS**, this Resolution will supersede Resolution No. 2010-03-01 adopted on March 1, 2010.

**NOW, THEREFORE, IT IS RESOLVED THAT** the following policy and guidelines are hereby adopted and shall be followed by the City's Board of Review in granting poverty exemptions:

POVERTY INCOME GUIDELINES

The total annual income for all members of the taxpayer's family unit shall not exceed the federal poverty income standards established annually by the U.S. Department of Health and Human Services.

ASSET TEST (if the applicant meets the poverty income guidelines)

Things of value that a person can own and are exempt from consideration in determining eligibility for a hardship exemption:

- The applicant's principal residence
- One motor vehicle per working adult
- Essential household goods
- Personal assets of any nature with a total value up to one-half the annual federal poverty income standards established annually by the U.S. Department of Health and Human Services. (reference [aspe.hhs.gov/poverty](http://aspe.hhs.gov/poverty) for current figures)

Things of Value that the Board of Review CAN consider in determining what percent exemption to grant:

- real estate other than principal residence,
- motor vehicles other than one vehicle per working adult,
- recreational vehicles and equipment,
- certificates of deposits, savings accounts, checking accounts, stocks, bonds, life insurance, and retirement funds, etc.

For purposes of this paragraph, the Board of Review shall consider the value of the assets, or indebtedness otherwise owed by the applicant(s). Assets, (except those exempt from consideration as listed above), shall not exceed one-half the annual federal poverty income standards established annually by the U.S. Department of Health and Human Services.

In addition to the requirements set forth above, to be eligible for a whole or partial exemption for the poverty exemption, a person shall do all of the following on an annual basis:

- (a) Own and occupy as a principal residence the property for which the exemption is requested;
- (b) File a claim with the Board of Review after January 1st, but before the day prior to the last day of the Board of Review on an application form provided by the Treasurer's Office, accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns, filed in the immediately preceding year or in the current year;
- (c) Produce a valid driver's license or other form of identification, if required by the Board of Review; and
- (d) Produce a deed, land contract or other evidence of ownership of the property for which an exemption is requested, if required by the Board of Review.

**BE IT FURTHER RESOLVED THAT:**

1. The Board of Review shall follow the policy and guidelines set forth above when granting and denying poverty exemptions. The same standards shall apply to each taxpayer within the City claiming the poverty exemption for the assessment year. However, if the Board of Review determines that there are substantial and compelling reasons that impose serious hardship upon the taxpayer, such as financial hardship imposed by serious medical conditions, which

warrant a deviation from the policy and guidelines, and these reasons are communicated in writing to the taxpayer claiming the exemption, such reasons constitute sufficient grounds upon which to grant a poverty exemption to a taxpayer even when the taxpayer does not satisfy the federal poverty income standards and/or the asset level established by the City in accordance with Section 7u(5) of the General Property Tax Act.

2. For purposes of determining eligibility for a poverty exemption, the term "principal residence" of the taxpayer shall mean the principal residence as the term is defined in Section 7(d) of the General Property Tax Act.
3. The policy and guidelines for granting poverty exemptions and the application form to apply for such exemptions shall be made available to the public by the City Treasurer's Office.
4. Except as otherwise provided above, taxpayers applying for a poverty exemption shall satisfy all requirements of Section 7(u) of the General Property Tax Act and State Tax Commission Bulletin No. 5 of 1995.

RESOLVED this 17<sup>th</sup> day of March, A.D. 2014.

Resolution adopted by the following yea and nay votes:

Yeas: Porter, Brennan, Cole, Gibson, Perron  
Nays: None  
Absent: Gennett

E. Liquor License Application, 308 Belvedere

Motion by Councilmember Gibson, seconded by Councilmember Brennan, to approve Resolution 2014-03-05, Local Governing Body Approval of Liquor License Application at 308 Belvedere (Grey Gables), as follows:

**CITY OF CHARLEVOIX**  
**RESOLUTION NO. 2014-03-04**  
LOCAL GOVERNING BODY APPROVAL OF LIQUOR LICENSE APPLICATION  
(Authorized by MCL 436.1501)

At a REGULAR meeting of the City of Charlevoix City Council called to order by Mayor Norman L. Carlson, Jr., on March 17, 2014 at 7:00 p.m., the following resolution was offered:

Moved by Councilmember Gibson and supported by Councilmember Brennan that the application from Grey Gables Inn Restaurant for the following license(s): Class C Liquor License, to be located at 308 Belvedere Avenue, Charlevoix, MI 49720

and the following permit, if applied for: \_\_\_ Banquet Facility Address of Banquet Facility: N/A

be considered for approval by the Michigan Liquor Control Commission.

RESOLVED this 17<sup>th</sup> day of March, A.D. 2014.

Resolution adopted by the following yea and nay votes:

Yeas: Porter, Brennan, Cole, Gibson, Perron  
Nays: None  
Absent: Gennett

**X. Ordinances**

A. Proposed Ordinance to Change Planning Commission Membership

Mayor Carlson acknowledged that, during earlier discussion, Council indicated that they are not in support of this Ordinance.

No action was taken.

**XI. Miscellaneous Business**

Councilmember Gibson questioned why Department Heads are always last ones on the agenda, and noted that after working all day they have to stay until their item comes up on the agenda. Manager Straebel replied that a lot of consideration goes into developing the agenda and that he believes first priority should be to those items that the public is interested in; however, he will look at balancing the agenda to get the "quick" items done at the beginning of the meeting.

Councilmember Cole commended Pat Elliott, Don Kelly, and Don Hart for doing an awesome job with the water situation.

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

Larry Sullivan addressed Council, stating that he had served on the Zoning Board of Appeals for many years. Mr. Sullivan noted that some communities pay their Planning Board members a per diem rate.

**XIII. Adjourn**

The Mayor stated if there were no objections, the meeting would adjourn.  
 There were no objections.  
 Meeting adjourned at 9:34 p.m.

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Stephanie Brown	Deputy City Clerk	Norman L. Carlson, Jr.	Mayor
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**Accounts Payable – 03/06/2014**

TAYLOR, MARCIA L.	1,200.00	<b>TOTAL</b>	
			1,200.00

**Accounts Payable – 03/18/2014**

ACCESS LOCKSMITHING INC	275.00	KORTHASE FLINN	542.38
ACE HARDWARE	3,402.20	KSS ENTERPRISES	142.33
ALL-PHASE ELECTRIC SUPPLY CO.	812.59	LAKESHORE TIRE & AUTO SERVICE	28.50
AMERICAN WASTE INC.	2,332.00	LAKESIDE TOWING	85.00
AMES, ROBYN	23.80	LAVOIE, RICHARD	14.00
ARROW UNIFORM-TAYLOR L.L.C.	1,047.92	MAYER, SHELLEY L.	100.00
ASPLUNDH TREE EXPERT CO	5,812.95	MDC CONTRACTING LLC	1,300.00
AT&T	531.49	METAL HEAD WELDING LLC	315.78
AT&T LONG DISTANCE	739.47	MICHIGAN CAT	954.05
AUTO VALUE	872.35	MICHIGAN OFFICEWAYS INC	590.85
AVFUEL CORPORATION	29,120.86	MICHIGAN RURAL WATER ASSN	95.00
BARRAW, HANNAH	10.71	MOORE, WILLIAM	100.00
BEAVER RESEARCH COMPANY	98.89	NETSOURCE ONE INC.	1,356.00
BIOMEDICAL SOLUTIONS	1,437.50	NORTHERN CREDIT BUREAU	97.65
BLARNEY CASTLE OIL CO	1,733.30	NORTHERN FIRE & SAFETY INC.	185.00
BOB MATHERS FORD	282.00	NORTHERN LIGHTS FAMILY	118.50
BRADFORD'S	84.50	NORTHERN MICHIGAN JANITORIAL	56.38
BRADLEY, JOHN	442.17	NORTHERN MICHIGAN REVIEW INC.	1,524.17
BRESSER, MARY	25.00	NORTHERN PUMP SERVICE INC.	795.51
BROWN, STEPHANIE	319.60	NOVOTNY'S REPAIR LLC	782.23
CARQUEST OF CHARLEVOIX	1,022.81	NYE UNIFORM CO	156.62
CHARLEVOIX AREA	60.00	OLESON'S FOOD STORES	7.92
CHARLEVOIX AREA HOSPITAL	158.40	OTEC	202.00
CHARLEVOIX DISTRICT LIBRARY	7.50	PERFORMANCE ENGINEERS INC	17,066.50
CITY OF CHARLEVOIX - UTILITIES	36,107.96	POSTMASTER - CHARLEVOIX	4,000.00
CIVIC SYSTEMS	9,698.32	POWER LINE SUPPLY	4,905.30
CROSS CUT CONCRETE CUTTING	200.00	PRO WEB MARKETING LLC	150.00
DTE ENERGY	14,585.26	RELIABLE OFFICE SUPPLIES	542.80
EMERGENCY MEDICAL PRODUCTS INC	951.70	RTI LABORATORIES INC.	114.00
FAMILY FARM & HOME	501.16	SAM MASSA WINTER ENTERPRISES LLC	414.91
FARM BUREAU INSURANCE	207.67	SCIENTIFIC BRAKE & EQUIP CO	316.30
FASTENAL COMPANY	2.40	SPALDING MFG. INC.	958.37
FERGUSON & CHAMBERLAIN	1,552.00	ST. MARY SCHOOL	2,500.00
FISHER SCIENTIFIC	1,445.92	STATE OF MICHIGAN	32.00
FREIGHTLINER OF GRAND RAPIDS	494.67	STATE OF MICHIGAN	200.00
GALLS AN ARAMARK COMPANY	136.00	STATE OF MICHIGAN	400.00
GEMPLER'S	50.45	STEVENS, BRANDON	14.00
GORDON FOOD SERVICE	27.98	SUPERIOR MECHANICAL	160.00
GRAINGER	164.30	SWANSON K & D INC	212.50
GREAT LAKES PIPE & SUPPLY	612.29	SYN-TECH SYSTEMS INC.	183.60
GRULER'S FARM SUPPLY INC	369.60	TERMINAL SUPPLY CO	584.16
HACH COMPANY	896.09	US BANK	97,997.50
HARTFORD, THE	594.34	USA BLUE BOOK	107.09
HOLIDAY COMPANIES	220.84	VANMETER-SANDERSON, KIMBERLY	53.76
HYDRO DESIGNS INC.	515.00	VILLAGE GRAPHICS INC.	82.97
HYDRO DYNAMICS	3,842.90	WHITLEY, ANDREW	14.00
INDEPENDENT DRAFTING SERVICES	1,952.00	WILSON, RICHARD J.	25.00
ISLAND AIRWAYS	15.74	WORK & PLAY SHOP	4,704.79
J & B MEDICAL SUPPLY INC.	192.00	YOUNG GRAHAM	4,864.50
JACK DOHENY SUPPLIES INC	385.32		
KMart	15.98	<b>TOTAL</b>	<b>276,544.82</b>

**Tax Disbursement – 03/06/2014**

ACKERMAN MANAGEMENT LLC	11.85	CHARLEVOIX PUBLIC SCHOOLS	23.34
CHARLEVOIX COUNTY TREASURER	12,685.73	CHARLEVOIX PUBLIC SCHOOLS	250.93
CHARLEVOIX COUNTY TREASURER	484.83	CITY OF CHARLEVOIX - TAXES DUE	6,057.48
CHARLEVOIX DISTRICT LIBRARY	4,093.74	RECREATIONAL AUTHORITY	728.52
CHARLEVOIX PUBLIC SCHOOLS	593.58		
CHARLEVOIX PUBLIC SCHOOLS	513.50	<b>TOTAL</b>	<b>25,443.50</b>

**ACH Payments –03/03/2014 – 03/14/2014**

MI Public Power Agency	28,750.46	State of MI (Withholding Tax)	4,502.45
MI Public Power Agency	29,007.75	Vantagepoint (401 ICMA Plan)	728.06
State of Michigan (Sales Tax)	22,535.81	Vantagepoint (457 ICMA Plan)	12,652.73
IRS (Payroll Tax Deposit)	31,887.46		
Alerus Financial (HCSP)	280.00	<b>TOTAL</b>	<b>436,928.04</b>

**PAYROLL: NET PAY**

**Pay Period Ending 03/08/2014 – Paid 03/14/2014**

WELLER, LINDA JO	1,339.67	BEHAN, HALEY C.	117.99
STRAEBEL, ROBERT J.	2,186.47	RAMSEY, MADISON L.	447.09
BRANDI, RICHARD M.	1,432.55	BERTINELLI, DAVID P.	255.48
LOY, EVELYN R.	997.09	STEBE, CATHERINE M.	348.02
KLOOSTER, ALIDA K.	1,378.74	STEVENS, RODNEY M.	363.41
BROWN, STEPHANIE C.	1,541.20	ARNOLD, HAILEE M.	324.05
SPENCER, MICHAEL D.	1,589.69	WITTHOEFT, MARVIN J.	129.29
SPENCLEY, PATRICIA L.	1,000.52	HAGEN, AARON W.	217.83
NASH, JENNIFER B.	290.76	HOLM, ARTHUR R.	644.50
MILLER, FAITH G.	25.64	HEID, THOMAS J.	1,248.98
PEARSON, BETHANY S.	1,224.97	STEIN, DONNA E.	128.00
ZIELINSKI, JOSEPH A.	1,586.39	WOODY, SCOTT R.	1,523.84
DOAN, GERARD P.	1,193.40	VANLOO, JOSEPH G.	536.56
SHRIFT, PETER R.	1,141.71	HAND, HEATHER K.	841.78
SCHLAPPI, JAMES L.	1,145.82	SCHNEIDER, DENNIS R.	264.90
UMULIS, MATTHEW T.	1,225.48	TABER, HOLLY S.	644.47
HANKINS, SCOTT A.	1,443.21	CROFT, JAMES E.	96.04
ORBAN, BARBARA K.	1,244.31	WYMAN, MATTHEW A.	803.99
TRAEGER, JASON A.	1,170.94	STEVENS, JEFFREY W.	372.93
WARNER, JANINE M.	939.21	ROLOFF, AUDREY M.	1,002.55
IVAN, PAUL M.	1,693.56	MATTER, DAWSON K.	879.42
SCHWARTZFISHER, JOSEPH L.	1,015.80	MARSH JR., JAMES D.	102.05
BRODIN, WILLIAM C.	1,341.43	RILEY, TIMOTHY C.	280.36
RILEY, DENISE M.	320.61	RAMSEY, KYLE J.	26.42
TEUNIS, STEVEN L.	1,772.79	RILEY, CASEY W.	103.89
WURST, RANDALL W.	1,261.50	THORMAN, MIKAYLA R.	100.96
MAYER, SHELLEY L.	1,331.57	JONES, LARRY M.	969.54
HILLING, NICHOLAS A.	1,414.30	OCHS, THOMAS F.	96.97
MEIER III, CHARLES A.	1,856.93	TRAVERS, MANUEL J.	269.58
ZACHARIAS, STEVEN B.	1,185.99	SCOTT JR., WINFIELD	66.07
NISWANDER, JOSEPH F.	1,255.82	SILVA, JESSE L.	85.16
BLANCHARD, SCOTT W.	1,564.05	KITELEY, FISHER L.	92.51
FRYE, EDWARD J.	484.38	COLLINS, CHAD M.	930.52
JONES, TERRI L.	931.39	RILEY, DANIEL A.	987.36
SWEM, DONALD L.	1,628.64	BERGMANN, DOUGLAS M.	66.07
EATON, BRAD A.	2,275.65	SCHOOFF, WILLIAM R.	837.21
WILSON, TIMOTHY J.	1,836.84	MORRISON, KEVIN P.	1,190.89
LAVOIE, RICHARD L.	1,299.40	HODGE, MICHAEL J.	1,227.64
STEVENS, BRANDON C.	1,375.87	WELLS JR., DONALD E.	1,764.02
WHITLEY, ANDREW T.	1,576.61	BRADLEY, KELLY R.	1,513.83
DRAVES, MARTIN J.	1,767.52	JOHNSON, STEVEN P.	1,154.03
ELLIOTT, PATRICK M.	1,587.17	JONES, ROBERT F.	1,190.38
WILKIN, AMANDA J.	803.30	DORAN, JUSTIN J.	1,206.88
BOSS JR, DALE E.	1,114.57	PANOFF, ZACHARY R.	743.98
BOSS, JAMES W.	919.97	ROLOFF, ROBERT P.	2,319.13
STEBE JR, JOHN M.	477.44	WILSON, RICHARD J.	1,297.36
BOSS, SHERRY M.	408.78	FUNKEY, KRAIG R.	96.97
MURPHY IV, MICHAEL J.	102.37		
BEHAN, DEAN T.	280.31	<b>TOTAL:</b>	<b>88,893.23</b>

**PAYROLL: TRANSMITTAL**  
**03/14/2014**

AMERICAN FAMILY LIFE	182.40	MI STATE DISBURSEMENT UNIT	596.19
AMERICAN FAMILY LIFE	269.17	NORTHWESTERN BANK	150.00
BAY WINDS FEDERAL CREDIT UNION	200.00	PRIORITY HEALTH	1,052.77
CHAR EM UNITED WAY	84.54	TENHOUTEN RINGSTROM, PLLC	178.86
CHARLEVOIX STATE BANK	1,041.16		
COMMUNICATION WORKERS OF AMER	627.12	<b>TOTAL:</b>	<b>4,382.21</b>