

**CITY OF CHARLEVOIX**  
**REGULAR CITY COUNCIL MEETING MINUTES**  
**Monday, January 19, 2015 – 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 Gabe Campbell.

**I. Pledge of Allegiance**

**II. Roll Call of Members Present**

Mayor: Gabe Campbell  
City Manager: Robert Straebel  
City Clerk: Joyce Golding  
Members Present: Councilmembers Shane Cole, Shirley Gibson, Luther Kurtz, Leon Perron, Jeff Porter, and Bill Supernaw  
Absent: None

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

None.

**IV. Consent Agenda**

The following items were approved and filed:

- A. Approval of Minutes – January 5, 2015 Special Meeting Minutes
- B. Approval of Minutes – January 5, 2015 Regular Meeting Minutes
- C. Special Accounts Payable Check Register – January 2, 2015
- D. Special Accounts Payable Check Register – January 5, 2015
- E. Regular Accounts Payable Check Register – January 20, 2015
- F. ACH Payments – January 5, 2015 – January 16, 2015
- G. Tax Disbursement – January 20, 2015
- H. Payroll Check Register – January 16, 2015
- I. Payroll Transmittal – January 16, 2015

**V. Public Hearings**

None.

**VI. Reports**

City Manager Straebel requested that one Councilmember be selected to join the CED Director Interview Committee, which currently consists of the Mayor, City Manager, HR Assistant, and two DDA members. Interviews will be scheduled for the week of January 26<sup>th</sup>.

Motion by Councilmember Cole, second by Councilmember Gibson, to appoint Councilmember Supernaw to the CED Director Interview Committee.

Yeas: Cole, Gibson, Kurtz, Perron, Porter  
Abstain: Supernaw  
Nays: None  
Absent: None

During the 2015 Chamber Annual Meeting and Awards Breakfast being held on February 6<sup>th</sup>, Executive Assistant Weller will be receiving the Outstanding Customer Service Award. The City has reserved a table at the event and Mayor Campbell, along with Councilmembers Gibson and Supernaw, will attend. Councilmembers Kurtz and Cole may attend, if their schedules can accommodate the event.

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

**A. Liquor License Application – Food Affects LLC d/b/a RoadHouse 757**

Applicants Brett and Jennifer Cuper, owners of the previous Morel's Bistro restaurant in Boyne City, wish to transfer the liquor license from Morel's Bistro to 757 Petoskey Avenue, formally known as Giuseppe's Italian Grill. RoadHouse 757 is tentatively scheduled to open mid-April. Giuseppe's liquor license will be transferred to another establishment.

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

Action by Resolution.

**B. LED Streetlight Purchase**

Electric Department Superintendent Swem discussed the benefits and payback of outfitting the downtown decorative street lights with a retrofit LED fixture manufactured by Lumecon. If LED lights are used, power consumption would decrease by approximately 24,300 kilowatt hours per year. Lumecon is the sole bidder and has supplied similar products to other large Michigan cities. The purchase cost of the Lumecon fixtures is within the 2014-15 Electric Budget.

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

Motion by Councilmember Gibson, second by Councilmember Kurtz, to approve the purchase of up to 110 Lumecon Retro Kits for a total cost not to exceed \$35,420.

Yeas: Cole, Gibson, Kurtz, Perron, Porter, Supernaw  
Nays: None  
Absent: None

C. Consideration to Amend Avfuel Contract

Airport Manager Myer has negotiated with Avfuel Corporation to enable to the City to receive updated fuel truck equipment and reduced credit card processing fees, along with terminating the Epson printer lease fee.

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

Motion by Councilmember Porter, second by Councilmember Gibson, to approve Addendum D of the Aviation Fuel Supply Agreement between Avfuel Corporation and the City of Charlevoix.

Yeas: Cole, Gibson, Kurtz, Perron, Porter, Supernaw  
Nays: None  
Absent: None

D. Consideration of Approval for the Outdoor Dining Application

City Council held several meetings to adopt changes to the City Code, permitting sidewalk cafés on City property, and establishing the application process and standards that Staff would administer pertaining to the tables, chairs and barriers. On the advice of the City Attorney, standards were drafted to permit year-round outdoor dining.

City Planner Spencer noted that the application will need to be amended to reflect the \$50 annual fee agreed upon at the December 15, 2014 Council meeting. Councilmember Porter reiterated his opinion that the fee should be based on square footage and Councilmember Gibson concurred. As a compromise, it was decided to keep the \$50 fee for the first year and revisit the fee structure during the next budget cycle.

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

Motion by Councilmember Kurtz, second by Councilmember Cole, to adopt the proposed [City of Charlevoix Sidewalk Café License] Application and [year-round] review standards as presented, with the exception of the [annual] fee being corrected to \$50.

Yeas: Cole, Gibson, Kurtz, Perron, Porter, Supernaw  
Nays: None  
Absent: None

E. Introduction of the Michigan Redevelopment Ready Community (RRC) Program

The RRC Program is a certification program hosted by the Michigan Economic Development Corporation that aims to provide support and best practices to communities seeking to become competitive in the current economy. This certification signals to prospective businesses and developers that a community is proactive and business friendly, and that effective development practices are established and maintained. City Planner discussed the RRC program with Council and sought input whether or not to pursue participation in the program.

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

The consensus of Council was to have City Planner Spencer proceed with the program.

F. Discussion Regarding Prioritizing City Council Goals

At the January 5<sup>th</sup> City Council meeting, Council indicated a desire to prioritize the specific City Goals recorded at the November 18, 2014 Special Council Meeting. Of the 19 goals established at the meeting, Council prioritized the following as the top five:

1. Consolidate Street and Electric Departments to Carpenter Street
  - a. Obtain an appraisal of the Street Department Stover Road property based upon high density residential zoning
  - b. Generate a Facility Needs Assessment for the Street and Electric departments
2. Establish a Recreation Authority with the townships to share amenities
3. Build hangars for economic development at the airport
4. Resurface Ward 2 streets in areas where infrastructure is sound; include bike lanes if possible
5. Bury utility lines concurrently with future infrastructure projects

Mayor Campbell opened the item to public comment.

Bob Timms stated that moving the Street Department will be expensive. He believes the current location works well, and that there are other projects that are more important.

The item was closed to the public.

**VIII. Introduction and Initial Actions Relating to Ordinances or to Resolutions That Require Publication or Hearings Prior to Final or Further Action**

**IX. Resolutions**

**A. Liquor License Application – Food Affects LLC d/b/a/ RoadHouse 757**

Motion by Councilmember Gibson, seconded by Councilmember Perron, to approve Resolution 2015-01-02, Local Government Approval of Liquor License Transfer for Food Affects LLC.

Resolution No. 2015-01-02  
 LOCAL GOVERNMENT APPROVAL OF LIQUOR LICENSE TRANSFER  
 (Authorized by MCL 436.1501)

At a REGULAR meeting of the City of Charlevoix City Council, called to order by Mayor Gabe Campbell on January 19, 2015 at 7:00 p.m., the following resolution was offered:

Moved by Councilmember Gibson and supported by Councilmember Perron that the application from Food Affects LLC, d/b/a/ RoadHouse 757 for the following license(s): On Premise Liquor License, to be located at 757 Petoskey Ave., Charlevoix, MI 49720

be considered for approval by the Michigan Liquor Control Commission.

RESOLVED this 19th day of January, A.D. 2015.

Yeas: Cole, Gibson, Kurtz, Perron, Porter, Supernaw  
 Nays: None  
 Absent: None

**X. Ordinances**

None.

**XI. Miscellaneous Business**

Councilmember Perron requested a status of the Library payment from the DDA. City Manager Straebel stated that he is in discussion with DDA Chairman Barron and a proposed 2015-16 draft budget amendment regarding the Library payment will be discussed at the January 26<sup>th</sup> DDA meeting.

Councilmember Supernaw suggested that Council may want to reconsider the increase to the ice skating fee, effective in November 2014. The consensus of Council was to keep the fee as is. The fee will be decreased with the adoption of the 2015-16 budget.

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

Don Seelye, City resident, recommended planting hardwoods when the City replaces trees.

**XIII. Adjourn**

The Mayor stated if there were no objections, the meeting would adjourn.  
 There were no objections. Meeting adjourned at 8:30 p.m.

Joyce M. Golding	City Clerk	Gabe Campbell	Mayor
<b>Special Accounts Payable – 01/02/2015</b>			
CHARLEVOIX TOWNSHIP	15.23		
DTE ENERGY	8,481.75	<b>TOTAL</b>	<b>8,496.98</b>
<b>Special Accounts Payable – 01/05/2015</b>			
STATE OF MICHIGAN	50.00	<b>TOTAL</b>	<b>50.00</b>

**Accounts Payable – 01/20/2015**

ACE HARDWARE	1,828.38	INDEPENDENT DRAFTING SERVICES	1,920.00
AIRGAS USA LLC	1,112.13	J & B MEDICAL SUPPLY INC.	45.44
ALL-PHASE ELECTRIC SUPPLY CO.	25.11	KMART	168.97
ALTA CONSTRUCTION EQUIP LLC	638.69	KODIAK EMERGENCY VEHICLES	124,262.10
AMERICAN RENTALS	2,870.73	KSS ENTERPRISES	120.37
APX INC.	51.71	LaCROIX, CHRISTIAN	25.00
ARROW UNIFORM-TAYLOR L.L.C.	1,163.42	LAKESHORE TIRE & AUTO SERVICE	12.50
AT&T	1,895.15	LAKEVIEW MAINTENANCE INC.	858.00
AT&T LONG DISTANCE	36.63	METEER, MELISSA	90.00
AUTO VALUE	438.98	MI ASSOC OF AIRPORT EXECUTIVES	70.00
AVFUEL CORPORATION	11,446.55	MI MUNICIPAL TREASURERS ASSOC	150.00
B & L SOUND INC	252.96	MISS DIG SYSTEM INC	1,901.41
BANDIT INDUSTRIES INC	162.34	MUNICIPAL UNDERWRITERS OF MICH	378.00
BIOTECH AGRONOMICS INC	486.95	NCL OF WISCONSIN INC.	350.48
BRADFORD'S	81.75	NORTH COUNTRY POWER GENERATION	2,325.00
BREATHING AIR SYSTEMS	1,129.00	NORTHERN MICHIGAN JANITORIAL	43.00
CHARLEVOIX AREA CHAMBER	250.00	NORTHERN MICHIGAN REVIEW INC.	372.03
CHARTER COMMUNICATIONS	891.83	NORTHERN PUMP SERVICE INC.	459.70
CIVIC SYSTEMS	9,154.00	NORTHERN SAFETY CO INC	1,150.52
CLINICAL TECHNOLOGY INC.	495.49	OLESON'S FOOD STORES	79.06
COAST TO COAST COMPUTER	190.90	OLESON'S FOOD STORES	16,313.72
COOK FAMILY FARMS	10.00	OMS COMPLIANCE SERVICES INC	326.25
CRYSTAL FLASH ENERGY	968.53	OTEC	146.15
DAVE KRING CHEVROLET	187.13	PARSONS CENTENNIAL FARM LLC	20.00
DTE ENERGY	477.51	PEARSON, BETHANY	20.84
ELHORN ENGINEERING COMPANY	515.00	PHYSICIANS CLINIC OF CHARLEVOIX	100.00
EMERGENCY MEDICAL PRODUCTS INC	171.60	POLYDYNE INC	379.50
ENMET CORP	295.81	POSTMASTER	30.44
FAMILY FARM & HOME	235.39	POWER LINE SUPPLY	458.25
FARMER WHITE'S	21.00	PURITY CYLINDER GASES INC	492.93
FASTENAL COMPANY	137.45	R B LYONS INC	4,620.00
FREEDOM MAILING SERVICES INC.	2,305.14	STATE OF MICHIGAN	980.00
FREIGHTLINER OF GRAND RAPIDS	64.23	STEARNS WEAR	152.50
GERBER HOMEMADE SWEETS	15.00	USA BLUE BOOK	330.32
GINOP SALES INC	67.58	VILLAGE GRAPHICS INC.	1,395.00
HACH COMPANY	603.26	WILMOT ELECTRIC INC	770.21
HARRELL'S	280.00	WORK & PLAY SHOP	82.09
HUGH'S EXCAVATING LLC	180.00		
HYDRO DESIGNS INC.	515.00	<b>TOTAL</b>	<b>203,052.11</b>

**ACH Payments – 01/05/2015 – 01/16/2015**

MI Public Power Agency	23,985.51	Alerus Financial (HCSP)	270.00
Payment Service Network	220.10	State of MI (Withholding Tax)	5,206.90
State of MI (Sales Tax)	19,052.90	Vantagepoint (401 ICMA Plan)	742.62
MI Public Power Agency	26,356.32	Vantagepoint (457 ICMA Plan)	13,276.03
IRS (Payroll Tax Deposit)	35,350.82	<b>TOTAL</b>	<b>124,461.20</b>

**Tax Disbursement – 01/20/2015**

CHARLEVOIX COUNTY TREASURER	1,870.77	CITI MORTGAGE INC.	355.34
CHARLEVOIX COUNTY TREASURER	268,195.38	CITY OF CHARLEVOIX - TAXES DUE	83,112.50
CHARLEVOIX COUNTY TREASURER	1,771.77	CORELOGIC	187.49
CHARLEVOIX DISTRICT LIBRARY	95,530.06	HUNTINGTON BANK	9.26
CHARLEVOIX PUBLIC SCHOOLS	24,141.75	OCWEN LOAN SERVICING LLC	1,317.33
CHARLEVOIX PUBLIC SCHOOLS	4,022.18	RECREATIONAL AUTHORITY	17,321.49
CHARLEVOIX PUBLIC SCHOOLS	270.57	STATE OF MICHIGAN	5,464.80
CHARLEVOIX PUBLIC SCHOOLS	1,841.93	STEELE, EUGENE	50.00
CHEMICAL BANK	1,858.18	<b>TOTAL</b>	<b>507,320.80</b>

**PAYROLL: NET PAY**

**Pay Period Ending 01/10/2015 – Paid 01/16/2015**

WELLER, LINDA JO	1,316.97	KLOOSTER, ALIDA K.	1,723.07
STRAEBEL, ROBERT J.	2,277.92	BROWN, STEPHANIE C.	1,068.70
GOLDING, JOYCE M.	1,048.92	SPENCER, MICHAEL D.	1,298.13
DEROSIA, PATRICIA E.	872.47	SPENCLEY, PATRICIA L.	1,048.93
LOY, EVELYN R.	1,017.73	PANOFF, ZACHARY R.	96.04

PEARSON, BETHANY S.	1,951.88	RILEY, TIMOTHY C.	99.11
DOAN, GERARD P.	1,760.75	RAMSEY, KYLE J.	85.00
SHRIFT, PETER R.	1,227.16	RILEY, CASEY W.	20.77
SCHLAPPI, JAMES L.	1,151.89	HUNTER, DESMOND J.	33.04
UMULIS, MATTHEW T.	1,424.83	THORMAN, MIKAYLA R.	39.92
HANKINS, SCOTT A.	1,545.67	JONES, LARRY M.	748.18
ORBAN, BARBARA K.	1,367.48	OCHS, THOMAS F.	20.77
TRAEGER, JASON A.	1,326.40	COLLINS, CHAD M.	532.16
WARNER, JANINE M.	989.33	RILEY, DANIEL A.	868.70
SCHWARTZFISHER, JOSEPH L.	1,406.50	WHITLEY, ADAM	405.52
ROLOFF, ROBERT P.	2,512.54	SCHOOFF, WILLIAM R.	167.02
BRODIN, WILLIAM C.	1,241.85	WELLER, LINDA JO	560.57
RILEY, DENISE M.	404.48	LOY, EVELYN R.	496.12
TEUNIS, STEVEN L.	1,702.44	KLOOSTER, ALIDA K.	662.51
WURST, RANDALL W.	1,223.42	SPENCER, MICHAEL D.	348.79
MAYER, SHELLEY L.	1,216.89	DOAN, GERARD P.	866.00
HILLING, NICHOLAS A.	1,325.60	SHRIFT, PETER R.	545.49
MEIER III, CHARLES A.	1,719.15	SCHLAPPI, JAMES L.	738.43
ZACHARIAS, STEVEN B.	1,448.37	UMULIS, MATTHEW T.	535.98
NISWANDER, JOSEPH F.	1,283.76	HANKINS, SCOTT A.	473.78
FRYE, EDWARD J.	923.02	ORBAN, BARBARA K.	856.83
JONES, TERRI L.	899.17	SCHWARTZFISHER, JOSEPH L.	802.74
EATON, BRAD A.	1,851.60	ROLOFF, ROBERT P.	856.83
WILSON, TIMOTHY J.	2,400.96	BRODIN, WILLIAM C.	802.74
LAVOIE, RICHARD L.	1,316.84	WURST, RANDALL W.	526.25
STEVENS, BRANDON C.	1,153.07	MAYER, SHELLEY L.	600.05
DRAVES, MARTIN J.	1,584.69	SWEM, DONALD L.	1,669.13
ELLIOTT, PATRICK M.	1,743.92	WHITLEY, ANDREW T.	1,566.19
WELLS JR., DONALD E.	1,586.53	ELLIOTT, PATRICK M.	117.84
BRADLEY, KELLY R.	1,270.07	MORRISON, KEVIN P.	1,428.17
WILSON, RICHARD J.	1,461.69	HODGE, MICHAEL J.	317.92
JONES, ROBERT F.	1,294.08	HODGE, MICHAEL J.	1,143.20
DORAN, JUSTIN J.	1,341.49	WILSON, RICHARD J.	512.12
KIRINOVIC, THOMAS F.	568.29	JOHNSON, STEVEN P.	1,546.01
FORRESTER, KATHERINE A.	583.65	BOSS JR, DALE E.	1,116.30
BERTINELLI, DAVID P.	870.74	STEBE JR, JOHN M.	346.18
ARNOLD, HAILEE M.	364.61	BOSS, SHERRY M.	342.78
BOSS, BEAU J.	266.57	BEHAN, DEAN T.	92.35
HEID, THOMAS J	1,276.56	STEBE, CATHERINE M.	236.95
MYER, ELIZABETH A.	1,607.96	HOLM, ARTHUR R.	828.09
VANLOO, JOSEPH G.	670.03	HEID, THOMAS J	455.42
TABER, HOLLY S.	318.46	STEVENS, JEFFREY W.	600.90
WYMAN, MATTHEW A.	946.43	ROLOFF, AUDREY M.	1,265.76
DRAVES, MICHAEL J.	451.64	MATTER, DAWSON K.	1,012.62
SCHRADER, LOU ANN	485.33	BERGMANN, DOUGLAS M.	112.32
SCHWAGER, EDWARD J.	776.70	<b>TOTAL:</b>	<b>95,416.92</b>

**PAYROLL: TRANSMITTAL  
 01/16/2015**

4FRONT CREDIT UNION	198.46	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	182.40	COMMUNICATION WORKERS OF AMER	532.43
AMERICAN FAMILY LIFE	236.11	MI STATE DISBURSEMENT UNIT	424.02
CHAR EM UNITED WAY	42.00	PRIORITY HEALTH	1,819.54
CHARLEVOIX STATE BANK	1,131.16	<b>TOTAL:</b>	<b>4,716.12</b>