

**CITY OF CHARLEVOIX**  
**REGULAR CITY COUNCIL MEETING MINUTES**  
**Monday, May 18, 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  
Interim City Manager: Mike Spencer  
City Clerk: Joyce Golding  
Members Present: Councilmembers Shane Cole, Shirley Gibson, Luther Kurtz, Leon Perron, Jeff Porter, 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 – May 4, 2015 Regular Meeting Minutes
- B. Approval of Minutes – May 12, 2015 Special Meeting Minutes
- C. Downtown Development Authority Board Resignation – Jeannine Wallace
- D. Regular Accounts Payable Check Register – May 19, 2015
- E. ACH Payments – May 4, 2015 – May 11, 2015
- F. Payroll Check Register – May 8, 2015
- G. Payroll Transmittal – May 8, 2015
- H. Certificates of Appreciation – Mary Lee Campbell, Hugh Mason, Arlene Staley, Jeannine Wallace  
Mayor Campbell presented certificates of appreciation to Jeannine Wallace and Hugh Mason for their service on the DDA, to Mary Lee Campbell for her service on the Housing Commission, and Arlene Staley for her service on the Board of Review.

**V. Public Hearings**

None.

**VI. Reports**

None.

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

**A. Consideration to Approve a Concession Agreement with Jack and Annie Russell**

Jack and Annie Russell have had concession agreements for Lake Michigan Beach, Ferry Beach, and the Carpenter Ball Field. The proposed concession agreement will take effect June 1, 2015 and conclude September 7, 2015. Interim City Manager Spencer stated that the concessionaire has first rights of refusal with regards to renewing the contract.

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

Motion by Councilmember Cole, second by Councilmember Supernaw, to approve the agreement with Jack and Annie Russell to operate the Lake Michigan Beach, Ferry Beach, and Carpenter Street Ball field concessions (contingent upon receipt of liability insurance validation and purchase of a business license) and authorize the Interim City Manager to sign the concession agreement.

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

**B. Update and Clarification on the Donation Acceptance Review Committee**

At the May 4<sup>th</sup> meeting, Council supported the idea to re-establish the Donation Acceptance Review Committee to work with Staff to create a list of projects/programs that could be provided to potential donors. Previous members were agreeable to serve on the committee.

Interim City Manager Spencer requested direction from Council as to the objectives of the committee. Councilmember Gibson reiterated the following objectives:

1. Create a specific list of projects/programs that individuals or groups could donate to.
2. Examine whether it is in the public interest to have memorials in parks or other public areas and circumstances for such.
3. Determine what forms of public recognition for donations or memorials are appropriate.

Councilmember Perron indicated that in addition to the objectives listed above, he would like the committee to discuss Veteran specific donations/memorials.

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

Motion by Councilmember Supernaw, second by Councilmember Cole, to appoint the following members to the Donation Acceptance Committee: Birdie Whitely, Tom Ochs, Kay Heise, Dave Robinson, and Robert Klein.

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

C. Underground Electric Discussion

During Council's recent discussion involving underground utilities, it was requested that the electric lines be buried during the current State Street reconstruction. Staff has discovered two residential situations however, that will need special attention. Electric Superintendent Swem indicated that each residence is different and the cost to connect underground would vary. He explained the challenges of bringing the electrical line from the street to the residence.

Councilmember Gibson felt that the City should not pay for residential hookups for underground electrical. Councilmember Porter stated that underground electrical should be mandatory when lines are being buried in the area. Mayor Campbell indicated that utilities should be moved underground when the City has the opportunity.

Councilmember Perron reminded Council that some property owners may not be able to afford hookup. Several ideas were discussed regarding incentives and hardship assistance. Councilmember Kurtz suggested setting a dollar limit for which the property owner would be responsible and the City would be responsible for the remainder.

Council tasked Superintendent Swem with researching options and presenting his findings at a future Council meeting.

D. Mayoral Appointment

With the resignation of Jeannine Wallace, the City has one vacancy on the Downtown Development Authority to fill her term expiring April 2016. This appointment is made by the Mayor.

Motion by Councilmember Gibson, second by Councilmember Porter, to appoint Rick Wertz to the Downtown Development Authority, term expiring April 2016.

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

Tie Vote.

Mayor Campbell: Yea  
Motion carries.

Mayor Campbell stated that the DDA could have a maximum of 12 members per state statute. He indicated that four citizens have shown interest in being a DDA member and it would be advantageous to add additional members.

Council's general consensus was to contact the City Attorney, the DDA Chairman, and the Community Economic Development Director for their opinion.

**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 Porter felt that council members attending Main Street meetings should do so as volunteers. Clerk Golding supported this statement by indicating that council members are paid a stipend for Council work sessions as well as a stipend for board or committee meetings that they are assigned to. Council members are not paid for meetings that they attend voluntarily.

Councilmember Supernaw suggested that it may be a good time to discuss a possible bond on the November ballot to fund infrastructure upgrades. He felt that citizens have experienced two years of uncomfortable conditions with regards to water mains and may be receptive to approving funds to improve the City's infrastructure. Discussion followed and Council's consensus was to solicit information and advice from DPW Superintendent Elliott and the engineers. Interim City Manager and Superintendent Elliott will present specifics and funding options at the June 1<sup>st</sup> Council meeting. Councilmember Supernaw would like to receive feedback from his constituents.

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

None.

**XIII. Adjourn**

Motion by Councilmember Kurtz, second by Councilmember Cole to adjourn. Motion passed by unanimous voice vote.  
 Meeting adjourned at 8:00 p.m.

Joyce Golding	City Clerk	Gabe Campbell	Mayor
<b>Accounts Payable – 05/19/2015</b>			
ACE HARDWARE	3,402.19	GRULER'S FARM SUPPLY INC	151.81
AIRGAS USA LLC	1,106.13	HACH COMPANY	214.74
ALL-PHASE ELECTRIC SUPPLY CO.	78.49	HARRELL'S	6,245.81
ALTA CONSTRUCTION EQUIP LLC	3,584.58	HI-LINE	434.83
ALTEC INDUSTRIES INC	693.00	HILLIGAN, JEFF	136.29
AMERICAN WASTE INC.	2,111.40	HOWLAND, JEFFERY H.	1,100.00
ARROW UNIFORM-TAYLOR L.L.C.	1,275.74	HYDRO CORP	515.00
AT&T	1,904.28	INDEPENDENT DRAFTING SERVICES	1,920.00
AUTO VALUE	2,067.50	INDUSTRIAL MARKETING	590.31
AVFUEL CORPORATION	35,483.13	JACOBSEN	381.72
B & L SOUND INC	504.30	JOHNSON, MEGHAN	75.00
BC/BS OF MI REFUNDS	197.38	JOHNSTONE SUPPLY #383	307.69
BOB MATHERS FORD	226.00	KORTHASE FLINN	1,080.05
BOGGEMAN, SUSAN	3.44	KSS ENTERPRISES	237.09
BRADFORD'S	39.00	LAKESHORE TIRE & AUTO SERVICE	23.45
BS& A SOFTWARE	1,657.00	LOWERY UNDERGROUND SERVICE	525.00
BY THE BAY WINDOW CLEANING SVCS.	357.00	McGINN, KELLY	229.00
CARQUEST OF CHARLEVOIX	1,007.45	MICHIGAN MUNICIPAL LEAGUE	16,466.00
CERTIFIED LABORATORIES	138.67	MICHIGAN OFFICEWAYS INC	2,576.98
CHARLEVOIX SCREEN MASTERS INC	71.00	MYER, ELIZABETH A.	86.59
CHARLEVOIX TOWNSHIP	15.23	NGUYEN, DAT	75.00
CHARTER COMMUNICATIONS	991.39	NMFA	25.00
CHESAPEAKE GROUP INC.	8,700.00	NORTH COAST FASTENERS LLC	21.87
CINTAS CORPORATION #729	30.00	NORTHERN FIRE & SAFETY INC.	316.00
CITY OF CHARLEVOIX - PETTY CASH	730.00	NORTHERN MICHIGAN HARDWOODS	2,520.00
CITY OF CHARLEVOIX - UTILITIES	34,265.02	NORTHERN MICHIGAN JANITORIAL	23.35
DITCH WITCH SALES OF MICHIGAN	2,659.34	NORTHERN MICHIGAN REAL ESTATE	
DTE ENERGY	9,076.87	CONSULTANT	3,000.00
EARTH ART	2,800.00	NORTHERN MICHIGAN REVIEW INC.	562.64
EJ USA INC.	124.02	NORTHERN PUMP SERVICE INC.	189.00
ELLSWORTH FARMER'S EXCHANGE	244.72	OLD DOMINION BRUSH	51.62
EMERGENCY MEDICAL PRODUCTS INC	53.28	OLESON'S FOOD STORES	71.77
ENMET CORP	227.52	PERFORMANCE ENGINEERS INC	26,427.50
ETNA SUPPLY	2,222.06	PICTURE THIS	115.00
FASTENAL COMPANY	18.60	POLYDYNE INC	379.50
FERGUSON & CHAMBERLAIN	525.00	POWER LINE SUPPLY	1,001.84
FISHER SCIENTIFIC	582.21	PRESTON FEATHER	170.73
FREEDOM MAILING SERVICES INC.	2,276.30	PRO WEB MARKETING LLC	72.00
GARAGE DOOR SERVICES INC.	28.54	QUILL CORP	483.14
GCSAA	375.00	R & R FIRE TRUCK REPAIR INC.	1,073.85
GINOP SALES INC	275.65	R & R PRODUCTS INC	597.00
GOLDING, JOYCE	60.30	REHMANN-ROBSON & CO	10,000.00
GRAND TRAVERSE GARAGE DOOR	141.00	RESIDEX LLC	494.80
GRIFFIN BEVERAGE CO	170.85	SECURITY SANITATION INC.	110.85

SEELYE, DON	576.00	U S BANK	150.00
SHINDORF BUILDERS	240.00	UNITED STATES PLASTIC CORP.	489.03
SPARTAN DISTRIBUTORS INC	1,216.79	UP NORTH PROPERTY SERVICES LLC	630.00
SPRAYER DEPOT	3,659.00	UTILITIES INSTRUMENTATION SERVICE	6,972.00
STATE OF MICHIGAN	528.77	VAN'S BUSINESS MACHINES	25.90
STATE OF MICHIGAN	200.00	VILLAGE GRAPHICS INC.	205.63
STRICKER'S OUTDOOR POWER EQUIP	12,599.03	WHITLEY, ANDREW	14.00
SYSTEMS SPECIALISTS INC	100.00	WORK & PLAY SHOP	207.87
TERMINAL SUPPLY CO	44.98		
TEUNIS, STEVEN	260.48	<b>TOTAL</b>	<b>231,737.38</b>
TRUCK & TRAILER SPECIALTIES	37.50		

**ACH Payments – 05/04/2015 – 05/11/2015**

MI PUBLIC POWER AGENCY	4,202.30	VANTAGEPOINT (401 ICMA PLAN)	14,094.85
PAYMENT SERVICE NETWORK	218.50	STATE OF MI (SALES TAX)	20,337.72
IRS (PAYROLL TAX DEPOSIT)	31,548.03	MI PUBLIC POWER AGENCY	12,998.13
ALERUS FINANCIAL (HCSP)	370.00		
STATE OF MI (WITHHOLDING TAX)	4,518.56	<b>TOTAL</b>	<b>88,288.09</b>

**PAYROLL: NET PAY**

**Pay Period Ending 05/02/2015 – Paid 05/08/2015**

WELLER, LINDA JO	1,620.72	WILSON, RICHARD J.	1,112.92
GOLDING, JOYCE M.	1,059.15	HART II, DELBERT W.	877.78
DEROSIA, PATRICIA E.	880.34	JONES, ROBERT F.	1,285.48
DOYLE, ANNE E.	1,385.05	DORAN, JUSTIN J.	1,486.28
LOY, EVELYN R.	1,017.73	MANKER JR, DAVID W.	493.95
KLOOSTER, ALIDA K.	1,675.15	MANKER SR, DAVID W.	717.35
SPENCER, MICHAEL D.	2,304.90	NEUMANN, DANA L.	539.51
SPENCLEY, PATRICIA L.	1,555.60	HAWKINS, JAMES S.	282.18
PANOFF, ZACHARY R.	626.91	MCGHEE, ROBERT R.	1,038.32
MILLER, FAITH G.	45.17	STANTS, JACOB W.	538.77
LEESE, MERRI C.	92.35	BLOOMER, GABRIELLE J.	525.04
MCGINN, KELLY A.	1,585.98	KIRINOVIC, THOMAS F.	744.21
DOAN, GERARD P.	1,664.94	FORRESTER, KATHERINE A.	580.30
SHRIFT, PETER R.	1,070.84	SROUFE, MARC E.	124.67
SCHLAPPI, JAMES L.	1,031.83	AMSTUTZ, LINDA J.	102.51
UMULIS, MATTHEW T.	1,237.06	SROUFE, PAMELA B.	200.36
HANKINS, SCOTT A.	1,489.79	HEID, THOMAS J	1,252.44
ORBAN, BARBARA K.	1,148.86	STEIN, DONNA E.	168.20
TRAEGER, JASON A.	1,104.68	BOOTHE, STEVEN A.	40.41
WARNER, JANINE M.	1,079.60	GRUNCH, RONALD J.	300.89
EVANS JR, HALBERT K.	127.82	RYPSTRA III, BART	119.44
SCHWARTZFISHER, JOSEPH L.	1,329.94	DAVIS, RONALD L.	229.08
ROLOFF, ROBERT P.	1,072.97	MYER, ELIZABETH A.	1,850.80
BRODIN, WILLIAM C.	956.52	VANLOO, JOSEPH G.	533.22
RILEY, DENISE M.	390.59	WYMAN, MATTHEW A.	1,011.83
TEUNIS, STEVEN L.	1,681.68	DRAVES, MICHAEL J.	414.40
WURST, RANDALL W.	1,671.93	SCHRADER, LOU ANN	247.46
MAYER, SHELLEY L.	1,280.07	SCHWAGER, EDWARD J.	655.48
HILLING, NICHOLAS A.	1,164.05	KLOOSTER, PATRICK H.	84.58
MEIER III, CHARLES A.	1,547.00	GREYERBIEHL, KELLY M.	47.57
ZACHARIAS, STEVEN B.	1,701.26	SWEM, DONALD L.	1,808.24
NISWANDER, JOSEPH F.	1,473.03	WHITLEY, ANDREW T.	1,610.50
JONES, TERRI L.	2,430.50	MORRISON, KEVIN P.	902.16
EATON, BRAD A.	1,645.84	HODGE, MICHAEL J.	1,270.61
WILSON, TIMOTHY J.	2,214.04	JOHNSON, STEVEN P.	1,205.16
LAVOIE, RICHARD L.	2,041.06	BISHAW, JAMES H.	632.13
STEVENS, BRANDON C.	1,582.33	DUTCHER, ROBERT G.	193.82
DRAVES, MARTIN J.	1,726.04	HOLM, ARTHUR R.	183.74
BROWN, STEPHANIE C.	1,023.66	CURTIS, DENNIS E.	861.74
ELLIOTT, PATRICK M.	1,762.40	GILL, DAVID R.	931.81
WELLS JR., DONALD E.	1,689.57	TODD, RICHARD D.	585.98
BRADLEY, KELLY R.	1,486.80	<b>TOTAL</b>	<b>83,467.07</b>

**PAYROLL: TRANSMITTAL – 05/08/2015**

4FRONT CREDIT UNION	218.46	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	145.20	COMMUNICATION WORKERS OF AMER	496.16
AMERICAN FAMILY LIFE	271.20	MI STATE DISBURSEMENT UNIT	502.40
CHAR EM UNITED WAY	32.00	POLICE OFFICERS LABOR COUNCIL	392.00
CHARLEVOIX STATE BANK	835.16	PRIORITY HEALTH	1,685.60
CHARLEVOIX STATE BANK	1,021.16	<b>TOTAL</b>	<b>5,749.34</b>