

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, December 19, 2016 – 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 Luther Kurtz.

1. Pledge of Allegiance

2. Roll Call

Mayor: Luther Kurtz
Members Present: Councilmembers Shirley Gibson, Aaron Hagen, Janet Kalbfell, Tom Oleksy, Leon Perron
Members Absent: Councilmember Shane Cole
City Manager: Mark Heydlauff
City Clerk: Joyce Golding

3. Presentations

None.

4. Inquiry Regarding Conflicts of Interest

Mayor Kurtz recused himself from the Airport Hangar Land Lease item and requested that Councilmember Gibson facilitate that discussion.

5. Consent Agenda

All items listed under Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the Consent Agenda and considered separately.

- A. City Council Meeting Minutes – December 5, 2016 Regular Meeting
Councilmember Perron requested that this item be removed from the Consent Agenda for further discussion.
- B. Regular Accounts Payable Check Register – December 20, 2016
- C. ACH Payments – December 5, 2016 to December 16, 2016
- D. Payroll Check Register – December 16, 2016
- E. Payroll Transmittal – December 16, 2016
- F. Approve Mt. McSauba Ski School/Ice Rink Manager and Tow Rope Operator/Ice Rink Attendant Job Description Revisions
- G. Approve MDOT Performance Resolution for Annual Permit – Resolution 2016-12-03

CITY OF CHARLEVOIX
RESOLUTION NO. 2016-12-03
PERFORMANCE RESOLUTION FOR GOVERNMENTAL AGENCIES

RESOLVED WHEREAS, the City of Charlevoix hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the GOVERNMENTAL AGENCY is performed by a contractor, the GOVERNMENTAL AGENCY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the GOVERNMENTAL AGENCY. Failure of the GOVERNMENTAL AGENCY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the GOVERNMENTAL AGENCY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding

the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY.

4. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

5. The GOVERNMENTAL AGENCY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.

6. With respect to any activities authorized by a PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.

7. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.

8. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

City Manager Mark L. Heydlauff
Executive Assistant Linda Jo Weller
Electric Superintendent Don Swem
DPW Superintendent Patrick Elliott

RESOLVED this 19th day of December, 2016 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

Motion by Councilmember Gibson, second by Councilmember Kalbfell, to approve the Consent Agenda excluding the minutes of December 5, 2016 regular meeting.

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

6. Public Hearings & Actions Requiring Public Hearings

1. 2016 Master Plan Review – Resolution 2016-12-01

Interim Planner Panoff stated that the Planning Commission made updates to the Master Plan over the past year, and they voted to recommend approval of the Plan on November 14th. He explained that the Master Plan would be in effect for five years and discussed several changes that were made including goals and Main Street. Staff and the Planning Commission followed the requirements of the Michigan Planning Enabling Act to create this Plan and up to this point, only received public comments from the Charlevoix County Planning Commission. Their comments pertained to future plans for two parcels the County owns on Antrim Street, and transportation to Beaver Island, both of which were taken into account in the Plan presented to Council. Council may make changes to the Master Plan, however if those changes are considered substantial or substantive the Plan must go back to the Planning Commission for review and another public hearing.

Mayor Kurtz opened the item to public comment at 7:04 p.m. There was no comment, and the item was closed.

Councilmember Gibson noted three minor issues:

- 4.5 Transportation Automobile Traffic – US-31 is referenced as a state highway; which it is not (page 54)
- 4.5 Transportation Municipal Airport – “the City currently receives \$1M dollars annually...”; we have not received the money for two years (page 55)
- Ordinances, Guidelines, Plans and Policies 5. Natural resource protection – the draft Forestry Management Plan for Mt. McSauba and Michigan Beach Park should be included.

Interim Planner Panoff stated that there may be additional minor changes including the Redevelopment Ready Community program and he would make the appropriate edits at that time. It was clarified that a substantial change to the plan would require another public hearing and the above changes were not considered substantive. City Manager Heydlauff suggested that when the Forestry Management Plan was approved, the motion to approve could include a clause to append it to the 2016 Master Plan. Councilmember Gibson concurred. She noted that the survey was performed in 2009 and she wondered if a community survey could be done every two years. Interim Planner Panoff will take this suggestion to the Planning Commission.

City Manager Heydlauff noted that the Michigan Planning Enabling Act requires the Master Plan to be updated every five years at minimum.

CITY OF CHARLEVOIX
RESOLUTION NO. 2016-12-01
RESOLUTION ADOPTING THE 2016 CITY OF CHARLEVOIX MASTER PLAN

WHEREAS, Resolution 2004-09-01 established that City Council reserved the authority to grant final approval to any proposed Master Plan; and

WHEREAS, the City of Charlevoix Planning Commission, under the provisions of MCL 125.3807 of PA 33 of 2008 of the State of Michigan may adopt a Master Plan; and

WHEREAS, MCL 125.3845[45]2 of PA 33 of 2008 requires the Planning Commission to review and, if necessary, revise or amend the Plan at least once every five years and the current Waterfront Areas Management and City Master Plan was adopted in 1982; and

WHEREAS, the City of Charlevoix Planning Commission recognized the need to revise and adopt a Master Plan, including establishment and support of visions, goals, actions, implementations, and the Future Land Use Plan as described within the document; and

WHEREAS, the Master Plan is a living document intended to be amended and updated with changing conditions and has been prepared for the purpose of guiding and accomplishing coordinated, adjusted, and harmonious development of the City of Charlevoix; and

WHEREAS, the Planning Commission forwarded copies of the Draft Master Plan to all neighboring townships and jurisdictions pursuant to the Michigan Planning Enabling Act (PA 33 of 2008), the Master Plan has been reviewed by all neighboring townships and jurisdictions, various businesses, local organizations and institutions, and all utilities operating within the City; and

WHEREAS, after the preparation of the Draft Master Plan, the Planning Commission gave notice of the time and place of Public Hearing by giving notice in a newspaper of general circulation in the City, on the City's website, and through regular mail; and

WHEREAS, the Planning Commission held the required public hearing on the Draft Master Plan on July 11, 2016, and an additional public hearing on October 10, 2016; and

WHEREAS, the Planning Commission finalized amendments to the Master Plan, and unanimously recommended approval the 2016 City of Charlevoix Master Plan on October 10, 2016.

NOW, THEREFORE, BE IT RESOLVED that the City of Charlevoix hereby adopts the 2016 City of Charlevoix Master Plan, pursuant to MCL 125.3843 of PA 33 of 2008. The Master Plan consists of the following:

- a. The publication entitled the City of Charlevoix Master Plan, dated 2016; and
- b. The Existing Land Use maps, Infill Development maps, and the Future Land Use maps contained therein; and
- c. All documents contained in appendices A-I of the Master Plan.

RESOLVED this 19th day of December, 2016 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None

Absent: Cole

Motion by Councilmember Gibson, second by Councilmember Hagen, to approve Resolution 2016-12-01 and adopt the 2016 City of Charlevoix Master Plan as presented.

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

7. All Other Actions & Requests

A. Hayes Township EMS Expansion Agreement

Chief Doan stated that in recent months, there was discussion between the City of Charlevoix and Hayes Township regarding the City providing ambulance services for the Township in its entirety. Presently there are six sections in Hayes Township that are covered by Emmet Ambulance Service. There will be an additional cost to the Township to include these sections and small refunds to the other townships, pursuant to our agreement. He stated that the addendum would amend our agreement with Hayes Township effective January 1, 2017. City Attorney Howard reviewed and approved the addendum.

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

Motion by Councilmember Perron, second by Councilmember Kalbfell, to approve the Addendum to the Agreement for Ambulance Services for Hayes Township.

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

B. 2017 Infrastructure Improvements

DPW Superintendent Elliott stated that in preparation for the 2017 infrastructure projects, Staff requested and received an engineering proposal from Performance Engineers Inc. We have typically entered into professional agreements with Performance Engineers and paid them on a percent of construction basis. Performance is proposing to use the same percentages as in the past. He stated that the three projects that Staff is recommending to be engineered are as follows: 100 block of W. Hurlbut (between Bridge and State), 100 block of Antrim (between Bridge and State), and 200 block of Prospect (between Petoskey and Dixon). By completing the Prospect and Antrim Street projects, we will be eliminating two blocks of 4" water main estimated to be 100 years old. The sanitary sewer on all three streets is of similar age and also in need of replacement.

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

Motion by Councilmember Kalbfell, second by Councilmember Gibson, to approve the 2017 Infrastructure Improvements as presented and authorize the proposal with Performance Engineers.

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

C. Airport Hangar Land Lease

City Manager Heydlauff stated that in an effort to encourage hangar development, the Airport Advisory Committee suggested permitting hangar development on leased land rather than leasing the hangars. This would have privately-owned hangars on leased land where the owner would pay the Airport an annual land lease payment. He stated that the City Attorney has reviewed the basic land lease. The basic lease would be customized to the needs of each hangar developer. City Manager Heydlauff noted that using a land lease would incentivize the construction of larger hangars which would be taxable.

Councilmembers Perron and Hagen agreed that this was a good plan for the City. Councilmember Gibson (Airport Advisory Committee member) commented that the Airport Advisory Committee worked on this concept for quite a while and she was happy that it was finally before Council.

Councilmember Gibson opened the item to public comment.

Don Seeley, Airport Advisory Committee member, felt that nicer hangars would be built using a land lease which would be good for the City. He anticipates a flurry of construction activity at the Airport.

Greg Stevens, 2nd Ward, asked for clarification in a situation where the hangar owner no longer wanted the hangar after 5 years. City Manager Heydlauff explained that the lease is automatically renewable after 5 years. Councilmember Gibson questioned whether there should be a right of first refusal for the City in case of abandonment. City Manager will confer with the City Attorney and he explained that if a hangar owner no longer wanted their hangar they would be wise to convey it to another party.

The item was closed to the public.

Motion by Councilmember Kalbfell, second by Councilmember Perron, to approve the Airport Hangar Land Lease as presented.

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

D. Redevelopment Ready Communities

City Manager Heydlauff stated that the Michigan Economic Development Corporation (MEDC) established the Redevelopment Ready Communities Program as a tool for both internal and external assessment for communities to judge their ability to aid in redeveloping. By focusing on being proactive in updating our policies and ordinances, we can better welcome new development opportunities while staying true to the values of our community with full transparency. MEDC also made successful application to the RRC Program a condition for continuing support from MEDC including Main Street and development grant support and development assistance. Given the importance of this program, City Manager Heydlauff retained Emily Pantera, formerly of MEDC and Michigan Main Street, to consult with us on the application process and how we can improve our practices in light of the best practices identified by the program. He recommended the support of this program.

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

**CITY OF CHARLEVOIX
RESOLUTION NO. 2016-12-02**

A RESOLUTION AUTHORIZING THE CITY OF CHARLEVOIX TO PARTICIPATE IN THE MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC) REDEVELOPMENT READY COMMUNITIES (RRC) PROGRAM

WHEREAS, *the Michigan Economic Development Corporation has established the statewide Redevelopment Ready Communities Program to empower communities to shape their future and maximize economic potential; and*

WHEREAS, *RRC is a program that provides technical assistance to and certifies Michigan communities who actively engage stakeholders and plan deliberate, fair and consistent processes; and*

WHEREAS, *the City of Charlevoix recognizes the value of the RRC Program and seeks to improve its redevelopment readiness via a detailed review of existing development processes; and*

WHEREAS, *the RRC Program includes evaluating and strengthening the development related partnerships between the City Council and stakeholder organizations such as: Charlevoix Main Street, MEDC, Charlevoix Area Chamber of Commerce, Charlevoix Convention and Visitors Bureau, Northern Lake Economic Alliance and, others.*

NOW THEREFORE BE IT RESOLVED, *that:*

- 1. The Charlevoix City Council is willing to participate in the MEDC RRC Program; and*
- 2. The Charlevoix City Council commits resources to implement the RRC Program as part of ongoing budget decisions; and*
- 3. The City of Charlevoix hereby commits to the RRC Best Practices and self-evaluation process with the intent to improve our processes and communication with stakeholders.*

RESOLVED *this 19th day of December, 2016 A.D.*

Resolution was adopted by the following yea and nay vote:

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

Motion by Councilmember Gibson, second by Councilmember Kalbfell, to approve Resolution 2016-12-02.

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

E. Networks Northwest Planning Contract

City Manager Heydlauff stated that for more than a year, Staff has searched for and reviewed potential applicants for the vacant Planning Director position but, was unable to secure a suitable candidate. He explained that he and Sara Lucas of Networks Northwest had a series of conversations about ways their staff could play the lead Planning role for the City. They agreed this should begin with a one-year trial period to see how this relationship might work. City Manager Heydlauff explained that Networks

Northwest would handle staffing the Planning Commission, Zoning Board of Appeals, and other smaller bodies like the ad-hoc Short Term Rental Study Committee. Networks Northwest would review site plans and recommend changes to our ordinances and planning documents. One of their staff members would be in City Hall approximately once a week (or as needed) with additional work being done in their Traverse City office.

Zach Panoff would continue in his assistant role and channel Planning Department business needing administrative review to be performed in coordination with Ms. Lucas and her staff. City Manager Heydlauff recommended the approval of the contract noting that this arrangement would be of financial benefit to the City. He clarified for Councilmember Kalbfell that Networks Northwest would be staff advisors for the Planning Commission, etc. to help prepare agenda packets and facilitate meetings, not recommend membership.

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

Motion by Councilmember Oleksy, second by Councilmember Gibson, to approve a Memorandum of Understanding with Networks Northwest to provide Planning services pursuant to the agreement.

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

F. Mayoral and Council Appointments

Mayor Kurtz and Council made six appointments.

Motion by Councilmember Gibson, second by Councilmember Hagen, to re-appoint John Campbell to the Compensation Commission [term expiring December 2021.]

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

Motion by Councilmember Gibson, second by Councilmember Perron, to re-appoint Patricia Miller to the Zoning Board of Appeals [term expiring December 2019.]

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

Motion by Councilmember Gibson, second by Councilmember Hagen, to re-appoint Gary Anderson – Alternate, to the Zoning Board of Appeals [term expiring December 2019.]

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

Motion by Councilmember Gibson, second by Councilmember Perron, to appoint Brenda Bryan to the Recreation Advisory Committee [City Resident, term expiring December 2019.]

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

Motion by Councilmember Perron, second by Councilmember Gibson, to appoint Scott Kelly to the Recreation Advisory Committee [Township Resident] term expiring December 2019.

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

Motion by Councilmember Gibson, second by Councilmember Hagen, to appoint Perry Irish Hodgson to the Shade Tree Commission [term expiring December 2019.]

Yeas: Gibson, Oleksy, Hagen, Kalbfell, Perron
Nays: None
Absent: Cole

8. Reports & Communications

A. Public Comments

John Campbell, Shade Tree Commission, stated that the Commission approved of Perry Irish Hodgson's appointment. He commented that the co-chairs of the Disc Golf Course attended a recent Shade Tree Commission meeting and expressed cooperation with the Forestry Management Plan for Mt. McSauba. Mr. Campbell noted a positive relationship with the Township, City and Disc Golf.

Sara Lucas, Networks Northwest, thanked the Council for approving the contract and stated that her company looked forward to working with the City to share best practices with and from other Northern Michigan municipalities.

B. City Manager Comments

City Manager Heydlauff introduced and welcomed Main Street Executive Director Lindsey Dotson.

Mt. McSauba will open on December 23rd for the winter season. The Township water supply and new snow guns are proving to be an asset to the hill.

City Manager Heydlauff is in discussions with Charlevoix Township Supervisor Chuck Center regarding further collaboration between the two Fire Departments which would involve several steps. Council agreed to continue the dialogue.

He thanked the snow plow crews for their hard work over the last few weeks, as well as the Planning Commission's hard work during the last year to complete the 2016 Master Plan.

C. Mayor & Council Comments

Councilmember Gibson asked Mayor Kurtz to explain his Mayor & Council Comments from the December 5th meeting regarding a Council workshop or training. Mayor Kurtz responded that Council had discussed goal setting and he heard comments from constituents during his campaign with regard to Council interaction. He further explained that Council asked the City Manager to look into various opportunities for a workshop or training to help Council better interact with each and the public. Councilmember Gibson felt that Council interacted "just fine" and she said "this really isn't a football team". She stated that Council had differences in many areas and she was not sure what training would accomplish. Mayor Kurtz responded that the training would help the Council to work well together despite their differences and he recalled that Council agreed to review options brought to them by the City Manager. Councilmember Perron expressed his desire to see the cost of the training.

With the failed Conservation Easement ballot proposal, Councilmember Perron questioned whether there were other long-term methods to protect the Mt. McSauba area. He recalled that Council discussed some options in the past. Councilmember Perron advocated preserving the forest and dune area as it is now for as long as possible. Councilmember Hagen agreed. Councilmember Gibson felt that the Forestry Management Plan would protect Mt. McSauba. Councilmember Kalbfell disagreed and stated that it was an area management plan but, does not provide protection long-term from such things as development or sale. She commented that everyone was for protecting the area, but wondered how to go about it. She posed the question "How do we give a voice to all the citizens in those regards [development, sale, etc.] so that that doesn't happen without their approval?" Mayor Kurtz felt that Councilmember Perron had a great idea. City Manager Heydlauff indicated that he would confer with the City Attorney regarding options for long-term protection.

Mayor Kurtz asked citizens to keep Councilmember Cole and former Councilmember Supernaw in their prayers as both are hospitalized.

9. Other Council Business

Councilmember Perron felt that in the December 5th minutes with regards to Conflicts of Interest, the statement was too vague. He suggested the statement should read "Mayor Kurtz disclosed that he has a business at the Airport but, Council agreed that he had no conflict with this item." Clerk Golding will make the correction.

10. Adjourn

The Mayor stated if there were no objections, the meeting would adjourn. There were no objections. Meeting adjourned at 7:45 p.m.

Joyce M. Golding

City Clerk

Luther Kurtz

Mayor

Regular Accounts Payable – 12/16/2016

a5 Branding & Design	3,000.00	AMERICAN WASTE INC.	2,185.16
ABILITA	12,507.63	AT YOUR SERVICE PLUS INC	460.00
ACE HARDWARE	3,290.26	AT&T	2,256.84

AUTO VALUE	255.19	MCVEIGH'S TRUCK SPRINGS INC.	462.28
AVFUEL CORPORATION	21,154.98	MICHIGAN ASSN OF MUNICIPAL CLERKS	120.00
BD SERVICES	150.00	MICHIGAN MUNICIPAL EXECUTIVES	110.00
BELL EQUIPMENT COMPANY	705.21	MICHIGAN OFFICEWAYS INC	1,422.25
BERGER CHEVEROLET	25,697.58	MICHIGAN WATER ENV ASSOC	630.00
BOB MATHERS FORD	49.00	MIDWEST INDUSTRIAL LIGHTING	1,615.00
BRADFORD'S	42.25	MISS DIG SYSTEM INC	1,164.61
BREATHING AIR SYSTEMS	1,307.00	MPARKS	165.00
BY THE BAY WINDOW CLEANING SVCS	357.00	NEOPOST USA INC.	1,704.00
CARQUEST OF CHARLEVOIX	422.55	NORTHERN CREDIT BUREAU	470.79
CHARLEVOIX BRIDGE DROP	2,500.00	NORTHERN FIRE & SAFETY INC.	455.00
CHARLEVOIX GLASS INC.	409.76	OLSON BZDOK & HOWARD	883.50
CHARLEVOIX ROD & GUN CLUB	330.00	OTSEGO CRANE & HOIST CO.	392.00
CHARTER COMMUNICATIONS	2,215.99	PANOFF, ZACH	218.16
CINTAS CORPORATION #729	44.33	PAULK, CHARLES	11.00
CITY OF CHARLEVOIX - UTILITIES	30,187.42	PLUNKETT & COONEY	147.52
CITY OF CHARLEVOIX/DDA	714.53	POLLUTION CONTROL SERVICES INC	3,515.00
COCA-COLA REFRESHMENTS	139.96	POSTMASTER	88.23
CUMMINS BRIDGEWAY LLC	385.20	POWER LINE SUPPLY	29.00
DODDER, HANNAH	75.00	PRO WEB MARKETING LLC	70.00
DOTSON, LINDSEY J.	281.88	PTM DOCUMENT SYSTEMS	210.90
ELHORN ENGINEERING COMPANY	865.00	R B LYONS INC	3,280.00
ELLSWORTH FARMER'S EXCHANGE	1,174.58	REHMANN-ROBSON & CO	8,199.92
EMERGENCY MEDICAL PRODUCTS INC	6.10	ROTARY MULTIFORMS INC	738.96
ENERCO CORPORATION	700.00	SCUBA NORTH INC.	75.00
FAMILY FARM & HOME	544.25	SEARS COMMERCIAL ONE	398.18
FASTENAL COMPANY	196.31	SECURITY SANITATION INC.	117.29
FOX CHARLEVOIX FORD	168.86	SEELYE, DEBRA	203.50
FREEDOM MAILING SERVICES INC.	2,202.75	SMITH, STEPHEN	25.00
GINOP SALES INC	505.69	SPEEDWRENCH INC.	4,857.00
GOLDING, JOYCE	26.49	SPICER GROUP INC	257.52
GORDON FOOD SERVICE	263.01	SPOK INC	32.15
GROSSMEYER, TEDDIE	75.00	T & R ELECTRIC	4,160.00
HACH COMPANY	1,052.08	TASER INTERNATIONAL	1,138.12
HOLIDAY COMPANIES	4,346.49	TOS HOLDINGS LLC	46.62
HYDE SERVICES LLC	5,198.00	TRAFFIC SAFETY STORE	1,690.01
HYDRO CORP	515.00	TREDROC TIRE GAYLORD 758	230.00
IDEXX DISTRIBUTION INC.	1,089.82	UP NORTH PROPERTY SERVICES LLC	696.00
J & B MEDICAL SUPPLY INC.	73.99	USA BLUE BOOK	120.40
KOELLER, JENNA	33.00	VANDERCOOK, DEBBIE	75.00
KSS ENTERPRISES	339.30	VENTRY SOLUTIONS INC	332.95
KURTZ, JOHN	223.56	VILLAGE GRAPHICS INC.	1,347.00
KUSINA, DENNIS	294.96	WALTERS, LEEANN	22.28
LABLANCE, LUKE	364.50	WATERWORKS SYSTEMS & EQUIP INC	1,149.97
LAKESHORE TIRE & AUTO SERVICE	1,985.70	WBCM-FM	75.00
LANDSCAPE FORMS INC.	2,355.00	WEST SHORE FIRE INC	56.00
MACMILLAN, MICHAEL	124.00	WHITLEY'S FLOOR COVERING	4,261.70
MARTIN, JOHN	100.00	WORK & PLAY SHOP	1,242.18
MARTIN, ROBERT	122.36		
MCCARDEL CULLIGAN-PETOSKEY	50.00	TOTAL	184,832.51

ACH Payments – 12/05/2016 to 12/16/2016

MI PUBLIC POWER AGENCY	6,286.43	ALERUS FINANCIAL (HCSP)	420.00
PAYMENT SERVICE NETWORK	241.70	STATE OF MI (WITHHOLDING TAX)	4,917.34
DTE ENERGY	3,625.79	VANTAGEPOINT (401 ICMA PLAN)	699.94
STATE OF MICHIGAN (SALES TAX)	17,321.35	VANTAGEPOINT (457 ICMA PLAN)	12,726.18
MI PUBLIC POWER AGENCY	9,251.15	VANTAGEPOINT (ROTH IRA)	911.53
IRS (PAYROLL TAX DEPOSIT)	33,970.65	TOTAL	90,372.06

Payroll Net Pay – Pay Period Ending 12/10/2016 (Paid 12/16/2016)

SUPERNAW, WILLIAM J.	189.69	SPENCLEY, PATRICIA L.	1,260.27
WELLER, LINDA JO	1,463.42	PANOFF, ZACHARY R.	1,169.52
HEYDLAUFF, MARK L.	2,112.28	MILLER, FAITH G.	43.59
GOLDING, JOYCE M.	1,082.62	MCGINN, KELLY A.	1,563.31
DEROSIA, PATRICIA E.	877.26	DOAN, GERARD P.	1,558.55
DOTSON, LINDSEY J.	1,392.52	SCHLAPPI, JAMES L.	1,089.18
LOY, EVELYN R.	1,049.78	UMULIS, MATTHEW T.	1,277.14
KLOOSTER, ALIDA K.	1,538.39	HANKINS, SCOTT A.	1,456.20
GOLOVICH, KAREN J.	966.90	ORBAN, BARBARA K.	1,154.36

TRAEGER, JASON A.	1,248.69	UMULIS, MATTHEW T.	81.26
FLICKEMA, ANDREW M.	1,277.74	HANKINS, SCOTT A.	77.52
MATELSKI, KIMBERLY A.	1,143.05	ORBAN, BARBARA K.	77.52
ROLOFF, ROBERT P.	3,867.35	TRAEGER, JASON A.	77.37
RILEY, DENISE M.	418.25	FLICKEMA, ANDREW M.	77.52
WURST, RANDALL W.	939.33	MATELSKI, KIMBERLY A.	77.52
MAYER, SHELLEY L.	1,342.18	EVANS JR, HALBERT K.	77.37
HILLING, NICHOLAS A.	1,195.35	ROLOFF, ROBERT P.	77.52
MEIER III, CHARLES A.	1,383.41	RILEY, DENISE M.	77.37
ZACHARIAS, STEVEN B.	1,447.79	WURST, RANDALL W.	81.26
EATON, BRAD A.	1,881.06	MAYER, SHELLEY L.	81.26
WILSON, TIMOTHY J.	2,151.56	HILLING, NICHOLAS A.	77.37
LAVOIE, RICHARD L.	1,659.16	MEIER III, CHARLES A.	81.26
STEVENS, BRANDON C.	1,790.37	ZACHARIAS, STEVEN B.	77.37
DRAVES, MARTIN J.	1,547.57	SWEM, DONALD L.	81.26
BROWN, STEPHANIE C.	1,041.41	SWEM, DONALD L.	1,833.31
ANDERSON, ELIZABETH A.	575.81	EATON, BRAD A.	77.52
ELLIOTT, PATRICK M.	1,961.51	WILSON, TIMOTHY J.	81.26
SCHWARTZFISHER, JOSEPH L.	1,198.20	LAVOIE, RICHARD L.	81.26
BRADLEY, KELLY R.	1,312.30	STEVENS, BRANDON C.	81.26
HART II, DELBERT W.	1,253.90	WHITLEY, ANDREW T.	77.52
JONES, ROBERT F.	1,085.45	WHITLEY, ANDREW T.	1,845.53
DORAN, JUSTIN J.	1,232.06	DRAVES, MARTIN J.	77.37
BECKER, MICHAEL S.	365.29	BROWN, STEPHANIE C.	77.52
MCGHEE, ROBERT R.	1,049.92	ANDERSON, ELIZABETH A.	81.26
KIRINOVIC, THOMAS F.	505.26	ELLIOTT, PATRICK M.	81.26
BITELY, KATHERINE A.	459.18	MORRISON, KEVIN P.	77.52
CRANDELL, ZACKARY R.	320.13	MORRISON, KEVIN P.	1,134.24
BERTINELLI, DAVID P.	870.74	SCHWARTZFISHER, JOSEPH L.	77.37
BOSS, BEAU J.	849.54	HODGE, MICHAEL J.	77.52
HEID, THOMAS J.	1,272.06	HODGE, MICHAEL J.	1,275.49
MYER, ELIZABETH A.	1,653.04	BRADLEY, KELLY R.	77.52
VANLOO, JOSEPH G.	520.14	HART II, DELBERT W.	77.52
WYMAN, MATTHEW A.	993.04	JOHNSON, STEVEN P.	77.52
SCHRADER, LOU ANN	465.22	JOHNSON, STEVEN P.	1,182.92
BOSS, RYDER S.	346.39	JONES, ROBERT F.	77.52
MILLER, WILLIAM S.	960.02	DORAN, JUSTIN J.	77.52
FUNKEY, KRAIG R.	106.20	BISHAW, JAMES H.	77.52
MEGGISON, JERRY B.	257.69	BISHAW, JAMES H.	393.08
RILEY, CASEY W.	371.29	MANKER JR, DAVID W.	81.26
JONES, LARRY M.	1,216.95	BECKER, MICHAEL S.	81.26
WILLSON, BRENDA R.	132.68	STEWART, SAMUEL D.	77.37
BEAN, PETER J.	929.35	KIRINOVIC, THOMAS F.	77.37
FAUSER, HOPE E.	448.82	BOSS JR, DALE E.	1,211.41
WHITLEY, TYLER J.	407.30	BITELY, KATHERINE A.	77.52
TRAVERS, MANUEL J.	722.39	HOLM, ARTHUR R.	898.72
RILEY, DANIEL A.	825.54	HEID, THOMAS J.	81.26
WELLER, LINDA JO	77.52	LEESE, ALAN K.	81.26
HEYDLAUFF, MARK L.	81.26	GILL, DAVID R.	77.52
GOLDING, JOYCE M.	77.37	MASSON, DONALD J.	81.26
DEROSIA, PATRICIA E.	77.52	MYER, ELIZABETH A.	77.52
DOTSON, LINDSEY J.	81.26	VANLOO, JOSEPH G.	81.26
LOY, EVELYN R.	77.37	WYMAN, MATTHEW A.	81.26
KLOOSTER, ALIDA K.	77.52	SCHRADER, LOU ANN	81.26
GOLOVICH, KAREN J.	77.52	BOSS, RYDER S.	77.52
SPENCLEY, PATRICIA L.	81.26	MILLER, WILLIAM S.	81.26
PANOFF, ZACHARY R.	81.26	STEVENS, JEFFREY W.	286.25
LEESE, MERRI C.	81.26	ROLOFF, AUDREY M.	1,552.61
MCGINN, KELLY A.	81.26	MATTER, DAWSON K.	2,431.54
DOAN, GERARD P.	81.26	SCOTT JR., WINFIELD	198.23
SCHLAPPI, JAMES L.	77.37	TOTAL	89,391.67

Payroll Transmittal – 12/162016

4FRONT CREDIT UNION	307.69	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	228.78	COMMUNICATION WORKERS OF AMER	519.37
AMERICAN FAMILY LIFE	461.64	MI STATE DISBURSEMENT UNIT	323.45
CHAR EM UNITED WAY	56.00	PRIORITY HEALTH	2,014.96
CHARLEVOIX STATE BANK	1,304.62	TOTAL	5,366.51