

**CITY OF CHARLEVOIX**  
**REGULAR CITY COUNCIL MEETING MINUTES**  
**Monday, February 5, 2018 – 6:00 p.m.**  
Council Chambers, 210 State Street, Charlevoix, MI

The meeting was called to order at 6:00 p.m. by Mayor Luther Kurtz.

**1. Pledge of Allegiance**

**2. Roll Call**

Mayor: Luther Kurtz  
Members Present: Greg Bryan, Shane Cole, Janet Kalbfell, Tom Oleksy, Leon Perron  
Members Absent: Aaron Hagen  
City Manager: Mark L. Heydlauff  
City Clerk: Joyce Golding

**3. Presentations**

**4. Inquiry Regarding Conflicts of Interest**

**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 – January 15, 2018
- B. Accounts Payable and Payroll Check Registers
  - a. Special Accounts Payable Check Register – January 23, 2018
  - b. Regular Accounts Payable Check Register – February 6, 2018
  - c. ACH Payments – January 15, 2018 to January 29, 2018
  - d. Payroll Check Register – January 26, 2018
  - e. Payroll Transmittal – January 26, 2018
  - f. Tax Disbursement – February 66, 2018
- C. Change City Charter Regarding Date for Filing Election Petitions – Approve change
- D. Purchase Tracking Unit – Approve Ditch Witch tracking unit for \$16,516.82
- E. 2018-19 Budget Ordinance - Set public hearing for February 19, 2018
- F. Budget Amendment #1 for 2017-18 – Set public hearing for February 19, 2018

Motion by Perron, second by Cole, to approve the Consent Agenda.

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

**6. Public Hearings & Actions Requiring Public Hearings**

**7. All Other Actions & Requests**

**8. Reports & Communications**

A. Public Comments

Mike Doherty complimented the new Wayfinding signage. He commented that Park Avenue was very dangerous and Charlevoix had only one electronic speed sign. He felt neighbors should be consulted regarding the changes to Park Avenue to garner their feedback.

Shelly Langewig felt that the Michigan Beach Park planning meetings were not well advertised. She felt that 'nobody knows what is going on' with the surveys and meetings.

B. City Manager Comments

City Manager Heydlauff reported on the following:

- Noted the fire safety memo delivered to Council
- Kudos to the Groundhog Shadowfest organizers, to Councilmember Bryan's son awarded 2017 Firefighter of the Year, and congratulations to Mayor Kurtz and Mary on the birth of their son Landon Michael.

C. Mayor & Council Comments

City Manager Heydlauff clarified for Kalbfell that surveys were provided both electronically and printed.

Perron felt that making meteorologist Joe Charlevoix an honorary citizen of Charlevoix was well received.

Cole seconded kudos to Maureen Owens and the Groundhog Shadowfest organizers.

Oleksy felt that a sidewalk along Park Avenue on the park side would be a significant safety improvement.

Mayor Kurtz noted that Linda Weller expressed her appreciation for her retirement gift.

City Manager Heydlauff commented that there will be some directional tweaks on the Wayfinding signage.

**9. Other Council Business**

**10. Adjourn**

The Mayor adjourned the meeting at 6:14 p.m.

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Joyce M. Golding

City Clerk

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Luther Kurtz

Mayor

**Special Accounts Payable – 01/23/2018**

AT&T	2,780.42	METLIFE SMALL BUSINESS CENTER	777.98
AT&T LONG DISTANCE	63.45	PRIORITY HEALTH	43,322.95
AT&T MOBILITY	89.03	STATE OF MICHIGAN	57.00
CHARLEVOIX STATE BANK	2,446.86	VERIZON WIRELESS	56.72
DELTA DENTAL	3,414.77	VISION SERVICE PLAN	492.71
GREAT LAKES ENERGY	281.95	<b>TOTAL</b>	<b>53,783.84</b>

**Regular Accounts Payable – 02/06/2018**

AIRGAS USA LLC	72.66	KMart	187.51
AIS CONSTRUCTION EQUIPMENT	332.54	KSS ENTERPRISES	776.36
ALTA CONSTRUCTION EQUIP LLC	211.05	LAKEVIEW MAINTENANCE INC.	412.50
AMERICAN PUBLIC WORKS ASSN	380.00	LANSING, IRENE	200.00
AMERICAN WASTE INC.	46.76	LASER PRINTER TECHNOLOGIES	342.00
ANDERSON, ANN	30.45	LIVE FROM CHARLEVOIX INC	2,500.00
ARCADIA BENEFITS GROUP INC	50.00	MAYER, SHELLEY L.	50.00
AVFUEL CORPORATION	1,520.00	McGINN, KELLY A.	50.00
B & L SOUND INC	186.94	MDC CONTRACTING LLC	108,711.07
BELL EQUIPMENT COMPANY	369.74	MICHIGAN ELECTRIC	17,143.00
BIGGERSTAFF, JEREMY	555.00	MICHIGAN MUNICIPAL ELECTRIC	7,842.00
BILL'S FARM MARKET	2,082.50	MICHIGAN OFFICEWAYS INC	1,104.93
BIOTECH AGRONOMICS INC	460.00	MICHIGAN RURAL WATER ASSN	170.00
BLACK DIAMOND BROADCASTING	150.00	MILLER, WILLIAM S.	50.00
BLARNEY CASTLE OIL CO	633.75	MINE SAFETY APPLIANCES CO. LLC	963.00
BOSS, LINDA K.	202.75	MUSTANG TOOL SERVICE	145.43
BRADFORD'S	39.00	NCL OF WISCONSIN INC.	116.01
BRADY'S CARPET CLEANING	520.00	NEALIS ENGINEERING	240.00
CCP INDUSTRIES INC	282.34	NETSOURCE ONE INC.	26.00
CENTRAL DRUG STORE	53.77	NORTH COAST FASTENERS LLC	76.20
CENTRAL INTERCONNECT INC	52.50	NORTH COUNTRY POWER GENERATION	2,774.90
CHARLEVOIX AREA CHAMBER OF COM	240.00	NORTHERN CREDIT BUREAU	103.78
CHARLEVOIX COUNTY EQUALIZATION	15.00	NORTHERN PUMP SERVICE INC.	1,880.00
CHARLEVOIX GLASS INC.	247.10	NORTHERN SAFETY CO INC	229.18
CHARLEVOIX SCREEN MASTERS INC	791.00	NW MI COG	13,700.00
CHARLEVOIX TOWNSHIP	15.99	OLSON BZDOK & HOWARD	1,007.50
CINTAS CORPORATION	119.32	OLSTROM EXCAVATING AND PAVING	3,485.00
CINTAS CORPORATION #729	30.00	OSAGE INDUSTRIES INC	77.61
CLIA LABORATORY PROGRAM	150.00	PICTURE THIS	1,210.00
CSI EMERGENCY APPARATUS LLC	1,019.10	PLUNKETT & COONEY	300.00
DCASSESSING SERVICES	4,371.08	PLYMKRAFT INC	2,145.00
DeROSIA, PATRICIA E.	50.00	POWER LINE SUPPLY	8,489.57
DIPERT, JILLIAN	54.20	PREIN & NEWHOF	59,084.45
DOAN, GERARD P.	50.00	PRO WEB MARKETING LLC	40.00
DOTSON, LINDSEY J.	50.00	PURITY CYLINDER GASES INC	159.45
ELLIOTT, PATRICK M.	50.00	QUICK CARE MEDICAL CENTER	105.00
ELLSWORTH FARMER'S EXCHANGE	692.08	QUILL CORP	104.49
EMERGENCY MEDICAL PRODUCTS INC	203.32	RANGE TELECOMMUNICATIONS	115.20
FASTENAL COMPANY	17.69	RICK-BIDDICK, MICHELLE	1,764.84
FISHER SCIENTIFIC	1,595.68	ROTARY CLUB OF CHARLEVOIX	75.00
FREEDOM MAILING SERVICES INC.	2,274.76	ROWE PROFESSIONAL SERVICES CO	57.50
GEMPLER'S	44.49	RS&H MICHIGAN INC	2,490.00
GINOP SALES INC	142.28	SCHLAPPI, JAMES L.	265.96
GOLDING, JOYCE M.	50.00	SHORELINE POWER SERVICES INC.	200.00
GRAND TRAVERSE GARAGE DOOR	357.50	SIGMA-ALDRICH INC.	599.24
GREAT LAKES ELEVATOR LLC	370.91	SLC METER LLC	617.55
GREEN GUARD	41.50	SMYTHE, DANIELE	80.00
GRP ENGINEERING INC.	2,000.00	SPICER GROUP INC	508.45
HACH COMPANY	1,230.64	STATE OF MICHIGAN	150.00
HAGGARD'S INC	5,391.13	STRICKER'S OUTDOOR POWER EQUIP	79.40
HANKINS, SCOTT A.	50.00	SWEM, DONALD L.	50.00
HARRIS, SAMANTHA	7.97	SYN-TECH SYSTEMS INC.	1,487.00
HEALTH CARE LOGISTICS	186.57	SYSTEMS SPECIALISTS INC	2,650.00
HEID, THOMAS J.	50.00	TERMINAL SUPPLY CO	701.73
HERITAGE FIRE EQUIPMENT	758.00	TRAVERS, MANUEL J.	50.00
HERZOG ELECTRIC	719.36	TREDROC TIRE SERVICES LLC	1,495.95
HEYDLAUFF, MARK L	50.00	TRUCK & TRAILER SPECIALTIES	372.10
HOLIDAY COMPANIES	7,544.45	UNIFIRST CORPORATION	827.29
HYDRO CORP	530.00	VILLAGE GRAPHICS INC.	1,308.62
INDEPENDENT DRAFTING SERVICES	2,520.00	WARDHOL, JOYCE	30.35
IRISH BOAT SHOP	15.03	WILMOT ELECTRIC INC	61.86
JACK DOHENY SUPPLIES INC	140.25	WOOD SHOP, THE	10,000.00
JOHN E. GREEN COMPANY	97,950.73	WORK & PLAY SHOP	178.38
KEVIN'S METER TESTING	6,353.26	WURST, RANDALL W.	50.00
KIRINOVIC, THOMAS F.	50.00	WYMAN, MATTHEW A.	50.00
KIWANIS CLUB OF CHARLEVOIX	40.00		
KLOOSTER, ALIDA K.	50.00	<b>TOTAL</b>	<b>409,230.50</b>

**ACH Payments – 01/15/2018 to 01/29/2018**

MI PUBLIC POWER AGENCY	43,688.20	VANTAGEPOINT (457 ICMA PLAN)	13,521.09
MI PUBLIC POWER AGENCY	29,369.00	VANTAGEPOINT (ROTH IRA)	1,186.53
MI PUBLIC POWER AGENCY	15,609.58	MERS (DEFINED BENEFIT PLAN)	32,428.66
MI PUBLIC POWER AGENCY	242,966.61	MI PUBLIC POWER AGENCY	21,491.69
IRS (PAYROLL TAX DEPOSIT)	30,277.44	<b>TOTAL</b>	<b>436,355.87</b>
ALERUS FINANCIAL (HCSP)	420.00		
STATE OF MI (WITHHOLDING TAX)	4,654.57		
VANTAGEPOINT (401 ICMA PLAN)	742.50		

**Payroll Net Pay – Pay Period Ending 01/20/2018 (Paid 01/26/2018)**

WELLER, LINDA JO	1,538.62	LOY, EVELYN R.	1,086.31
HEYDLAUFF, MARK L.	2,358.07	KLOOSTER, ALIDA K.	1,623.87
GOLDING, JOYCE M.	1,547.18	GOLOVICH, KAREN J.	969.62
DEROSIA, PATRICIA E.	1,093.16	SPENCLEY, PATRICIA L.	1,103.73
DOTSON, LINDSEY J.	1,477.98	MILLER, FAITH G.	37.43

MCGINN, KELLY A.	1,653.10	WHITLEY, NICHOLAS J	105.72
DOAN, GERARD P.	1,650.59	HAGEN, MADISON L.	240.11
SCHLAPPI, JAMES L.	1,442.67	CRANDELL, ZACKARY R.	348.94
UMULIS, MATTHEW T.	1,283.01	WHITE III, MARCUS W.	369.58
HANKINS, SCOTT A.	1,557.25	SAYWARD, MADISON E.	271.95
ORBAN, BARBARA K.	1,215.30	BERTINELLI, DAVID P.	361.20
FLICKEMA, ANDREW M.	1,354.51	BOSS, BEAU J.	876.72
MATELSKI, KIMBERLY A.	1,213.17	FICHTNER, KRISTIE S.	184.70
RILEY, DENISE M.	448.66	DVORACEK, HAYDEN R.	390.52
MATELSKI, RYAN G.	1,668.12	HEID, THOMAS J	1,285.80
WURST, RANDALL W.	1,435.77	VANLOO, JOSEPH G.	608.06
MAYER, SHELLEY L.	1,814.36	WYMAN, MATTHEW A.	1,459.47
HILLING, NICHOLAS A.	1,434.49	BOSS, RYDER S.	367.57
MEIER III, CHARLES A.	1,093.03	MILLER, WILLIAM S.	1,088.80
ZACHARIAS, STEVEN B.	1,207.46	DOUGLAS, MARK	542.65
NEWMAN, MARK J.	718.80	HASTINGS, MICHAEL A.	455.51
SWEM, DONALD L.	1,928.82	TRAVERS, MANUEL J.	1,684.26
EATON, BRAD A.	2,110.48	STEVENS, JEFFREY W.	825.66
WILSON, TIMOTHY J.	2,084.87	RILEY, CASEY W.	177.00
LAVOIE, RICHARD L.	1,678.25	JONES, LARRY M.	503.35
STEVENS, BRANDON C.	2,545.26	WILLSON, BRENDA R.	838.13
DRAVES, MARTIN J.	1,700.40	BEAN, PETER J.	478.34
BROWN, STEPHANIE C.	1,040.30	FENNELL, DREW M.	436.86
ANDERSON, ELIZABETH A.	1,132.69	RILEY, REBECCA J.	344.19
ELLIOTT, PATRICK M.	2,056.97	MCCALIB, RACHELLE L.	172.37
SCHWARTZFISHER, JOSEPH L.	1,268.65	MCMULLEN, DONALD R.	489.92
BRADLEY, KELLY R.	1,523.91	BOYCE, REBECCA L.	1,107.88
HART II, DELBERT W.	2,198.05	MCFARLAND, JONATHAN A.	716.36
JONES, ROBERT F.	1,280.88	SILVA, JESSE L.A.	131.37
DORAN, JUSTIN J.	1,408.37	BASSETT, FREDERICK A.	1,707.91
FARRELL, MITCHELL L.	1,349.51	WHITLEY, ANDREW T.	1,890.34
KIRINOVIC, THOMAS F.	291.68	MORRISON, KEVIN P.	989.58
ANZELL, BETH A.	691.83	JOHNSON, STEVEN P.	1,019.81
BOSS, SHERRY M.	536.57	BOSS JR, DALE E.	1,235.16
BRADLEY, JOHN P.	73.88	HOLM, ARTHUR R.	976.16
DIXON, MIKAYA S.	225.09	MATTER, DAWSON K.	2,550.73
NIMPHIE, NOAH J.D.	253.22		
PORATH, JACOB P.	182.74	<b>TOTAL</b>	<b>88,821.36</b>

**Payroll Transmittal – 01/26/2018**

4FRONT CREDIT UNION	725.42	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	158.28	COMMUNICATION WORKERS OF AMER	541.06
AMERICAN FAMILY LIFE	283.94	MI STATE DISBURSEMENT UNIT	323.45
AMERICAN FAMILY LIFE	96.58	PRIORITY HEALTH	1,653.95
CHAR EM UNITED WAY	52.00		
CHARLEVOIX STATE BANK	1,260.77	<b>TOTAL</b>	<b>5,245.45</b>

**Tax Disbursement – 02/06/2018**

CHARLEVOIX COUNTY TREASURER	95,352.54	CHARLEVOIX PUBLIC SCHOOLS	151.79
CHARLEVOIX DISTRICT LIBRARY	34,104.92	CITY OF CHARLEVOIX - TAXES DUE	24,393.59
CHARLEVOIX PUBLIC SCHOOLS	4,019.49	GINOP, MICHELLE	1,630.15
CHARLEVOIX PUBLIC SCHOOLS	759.01	RECREATIONAL AUTHORITY	6,395.62
CHARLEVOIX PUBLIC SCHOOLS	151.79	<b>TOTAL</b>	<b>166,958.90</b>