

**CITY OF CHARLEVOIX**  
**REGULAR CITY COUNCIL MEETING MINUTES**  
**Monday, March 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 Deputy Mayor Cole.

**1. Pledge of Allegiance**

**2. Roll Call**

Deputy Mayor: Shane Cole  
Members Present: Greg Bryan, Aaron Hagen, Janet Kalbfell, Tom Oleksy, Leon Perron  
Members Absent: Mayor Luther Kurtz  
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 – February 19, 2018
- B. Accounts Payable and Payroll Check Registers
  - a. Special Accounts Payable Check Register – February 23, 2018
  - b. Regular Accounts Payable Check Register – March 6, 2018
  - c. ACH Payments – February 20, 2018 to February 26, 2018
  - d. Payroll Check Register – February 23, 2018
  - e. Payroll Transmittal – February 23, 2018
  - f. Tax Disbursement – March 6, 2018
- C. Buy Siemens Replacement Regulator for \$15,425 – Approve purchase

Motion by Kalbfell, second by Oleksy, to approve the Consent Agenda.

Yeas: Perron, Hagen, Oleksy, Kalbfell, Cole, Bryan

Nays: None

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

**7. All Other Actions & Requests**

**8. Reports & Communications**

A. Public Comments

B. City Manager Comments

City Manager Heydlauff reported on the following:

- Mt. McSauba passed the State's safety inspection
- Michigan Beach Park public input meeting is on March 8
- Audio/Visual improvements on order for Chambers
- Per suggestion, more detail was added to consent agenda item titles

C. Mayor & Council Comments

- Bryan thanked the Boy Scouts for attending tonight's meeting.
- Oleksy offered kudos to those involved in the wayfinding signage installed throughout town.
- Council generally discussed an email they received from a resident on Park Avenue regarding overnight parking. Kalbfell stated she would keep the resident informed as the Michigan Beach Park project progressed.

**9. Other Council Business**

**10. Adjourn**

The Mayor adjourned the meeting at 6:09 p.m.

Joyce M. Golding City Clerk Shane Cole Deputy Mayor

**Special Accounts Payable – 02/23/2018**

|                       |          |                               |                  |
|-----------------------|----------|-------------------------------|------------------|
| AT&T                  | 2,795.60 | METLIFE SMALL BUSINESS CENTER | 687.70           |
| AT&T LONG DISTANCE    | 90.59    | PRIORITY HEALTH               | 42,760.96        |
| AT&T MOBILITY         | 91.43    | VERIZON WIRELESS              | 56.72            |
| CHARLEVOIX STATE BANK | 4,472.70 | VISION SERVICE PLAN           | 500.14           |
| DELTA DENTAL          | 3,382.40 |                               |                  |
| GREAT LAKES ENERGY    | 235.73   | <b>TOTAL</b>                  | <b>55,073.97</b> |

**Regular Accounts Payable – 03/06/2018**

|                                  |           |                                  |                   |
|----------------------------------|-----------|----------------------------------|-------------------|
| AIRGAS USA LLC                   | 135.66    | KLOOSTER, ALIDA K.               | 50.00             |
| AIS CONSTRUCTION EQUIPMENT       | 669.05    | KMart                            | 11.98             |
| AMERICAN WASTE INC.              | 48.60     | KSS ENTERPRISES                  | 72.35             |
| ARCADIA BENEFITS GROUP INC       | 25.00     | LAKE CHARLEVOIX BREWING          | 340.00            |
| AT YOUR SERVICE PLUS INC         | 460.00    | LANDSCAPE FORMS INC.             | 3,610.00          |
| AVFUEL CORPORATION               | 1,520.00  | LANSING, IRENE                   | 600.00            |
| BARTLETT'S HOME INTERIORS INC.   | 1,014.87  | MAYER, SHELLEY L.                | 50.00             |
| BIOMEDICAL SOLUTIONS             | 286.00    | McGINN, KELLY A.                 | 50.00             |
| BREWER, JOHN                     | 500.00    | MCMASTER-CARR                    | 745.73            |
| CENTRAL INTERCONNECT INC         | 78.75     | MCMULLEN, DONALD R               | 50.00             |
| CHARLEVOIX TOWNSHIP              | 584.11    | METAL HEAD WELDING LLC           | 1,050.00          |
| CHARTER COMMUNICATIONS           | 1,767.81  | MICHIGAN MUNICIPAL LEAGUE        | 49.50             |
| CINTAS CORPORATION #729          | 30.00     | MICHIGAN WATER ENV ASSOC         | 70.00             |
| DCASSESSING SERVICES             | 4,371.08  | MILLER, WILLIAM S.               | 50.00             |
| DeROSIA, PATRICIA E.             | 50.00     | MODERN MARKETING                 | 119.78            |
| DERRER OIL & PROPANE CO          | 906.40    | NYE UNIFORM CO                   | 101.55            |
| DOAN, GERARD P.                  | 366.93    | OTEC                             | 390.00            |
| DORNBOS SIGN INC.                | 1,869.00  | OVERHEAD DOOR COMPANY            | 392.00            |
| DOTSON, LINDSEY J.               | 50.00     | POLLARD WATER                    | 222.07            |
| EDGEWATER RESOURCES LLC          | 10,167.31 | POWER LINE SUPPLY                | 3,176.50          |
| ELLIOTT, PATRICK M.              | 398.33    | PREIN & NEWHOF                   | 36,440.67         |
| ENERGIS HIGH VOLTAGE RESOURCE    | 8,153.74  | PRO IMAGE DESIGN INC             | 50,488.00         |
| ENERGY ADVANTAGE GROUP           | 3,375.00  | PRO WEB MARKETING LLC            | 30.00             |
| ETNA SUPPLY                      | 8,730.00  | PRODUCTIVITY PLUS ACCOUNT        | 775.15            |
| FASTENAL COMPANY                 | 126.04    | SC SUPPLY COMPANY LLC            | 1,631.80          |
| FISHER SCIENTIFIC                | 511.21    | SCHOOL OF PLANNING, DESIGN & CON | 2,500.00          |
| GOLDING, JOYCE M.                | 50.00     | SOS ANALYTICAL                   | 150.00            |
| GRAINGER                         | 268.02    | STATE OF MICHIGAN                | 663.25            |
| GRAND TRAVERSE DIESEL INC.       | 333.66    | STATE OF MICHIGAN                | 200.00            |
| GRP ENGINEERING INC.             | 2,000.00  | STATE OF MICHIGAN                | 60.00             |
| HANKINS, SCOTT A.                | 50.00     | SUN BADGE CO.                    | 107.75            |
| HEID, THOMAS J.                  | 50.00     | SUPERIOR MECHANICAL              | 2,046.22          |
| HERITAGE FIRE EQUIPMENT          | 1,001.80  | SWEM, DONALD L.                  | 50.00             |
| HERZOG ELECTRIC                  | 100.00    | THIRD DAY FELLOWSHIP             | 3,000.00          |
| HEYDLAUFF, MARK L                | 50.00     | TRAVERS, MANUEL J.               | 50.00             |
| HOLIDAY COMPANIES                | 8,255.37  | TRUCK & TRAILER SPECIALTIES      | 177.55            |
| HYDE SERVICES LLC                | 2,252.50  | UNIFIRST CORPORATION             | 573.59            |
| HYDRO CORP                       | 530.00    | USA BLUE BOOK                    | 1,694.47          |
| JOHN E. GREEN COMPANY            | 324.20    | VILLAGE GRAPHICS INC.            | 126.00            |
| JOHNSON, STEVEN P.               | 72.00     | WORK & PLAY SHOP                 | 87.68             |
| JOPPA HOUSE MINISTRIES PROGRAM   | 10,000.00 | WURST, RANDALL W.                | 50.00             |
| KEVIN'S METER TESTING            | 2,789.72  | WYMAN, MATTHEW A.                | 50.00             |
| KEY CONTROLS ELECTRICAL SERVICES | 100.00    |                                  |                   |
| KIRINOVIC, THOMAS F.             | 50.00     | <b>TOTAL</b>                     | <b>186,625.75</b> |

**ACH Payments – 02/20/2018 to 02/26/2018**

|                               |           |                           |                   |
|-------------------------------|-----------|---------------------------|-------------------|
| MI PUBLIC POWER AGENCY        | 33,256.64 | VANTAGEPOINT (ROTH IRA)   | 1,186.53          |
| IRS (PAYROLL TAX DEPOSIT)     | 29,196.64 | MERS DEFINED BENEFIT PLAN | 30,947.71         |
| ALERUS FINANCIAL (HCSP)       | 400.00    | MI PUBLIC POWER AGENCY    | 15,451.79         |
| STATE OF MI (WITHHOLDING TAX) | 4,519.83  | MI PUBLIC POWER AGENCY    | 147,853.30        |
| VANTAGEPOINT (401 ICMA PLAN)  | 742.50    |                           |                   |
| VANTAGEPOINT (457 ICMA PLAN)  | 13,195.41 | <b>TOTAL</b>              | <b>276,750.35</b> |

**Payroll Net Pay – Pay Period Ending 02/17/2018 (Paid 02/23/2018)**

|                      |          |                       |          |
|----------------------|----------|-----------------------|----------|
| HEYDLAUFF, MARK L.   | 2,358.07 | LOY, EVELYN R.        | 1,086.31 |
| GOLDING, JOYCE M.    | 1,547.18 | KLOOSTER, ALIDA K.    | 1,623.87 |
| DEROSIA, PATRICIA E. | 991.57   | GOLOVICH, KAREN J.    | 969.62   |
| DOTSON, LINDSEY J.   | 1,477.97 | SPENCLEY, PATRICIA L. | 870.32   |

|                           |          |                        |                  |
|---------------------------|----------|------------------------|------------------|
| MILLER, FAITH G.          | 23.40    | NIMPHE, NOAH J.D.      | 403.79           |
| MCGINN, KELLY A.          | 1,653.10 | PORATH, JACOB P.       | 165.12           |
| JOLLETTE, MELISSA N.      | 232.73   | WHITLEY, NICHOLAS J    | 229.06           |
| DOAN, GERARD P.           | 1,650.59 | CRANDELL, ZACKARY R.   | 388.96           |
| SCHLAPPI, JAMES L.        | 979.21   | WHITE III, MARCUS W.   | 295.39           |
| UMULIS, MATTHEW T.        | 1,333.15 | SAYWARD, MADISON E.    | 342.25           |
| HANKINS, SCOTT A.         | 1,557.26 | BERTINELLI, DAVID P.   | 237.86           |
| ORBAN, BARBARA K.         | 1,165.16 | NIMPHE, MASON K.D.     | 381.29           |
| FLICKEMA, ANDREW M.       | 1,373.31 | BOSS, BEAU J.          | 876.72           |
| MATELSKI, KIMBERLY A.     | 1,213.17 | DVORACEK, HAYDEN R.    | 411.61           |
| RILEY, DENISE M.          | 448.66   | HEID, THOMAS J         | 1,285.80         |
| MATELSKI, RYAN G.         | 949.78   | VANLOO, JOSEPH G.      | 538.81           |
| WURST, RANDALL W.         | 1,414.92 | WYMAN, MATTHEW A.      | 1,459.48         |
| MAYER, SHELLEY L.         | 1,720.41 | BOSS, RYDER S.         | 242.18           |
| HILLING, NICHOLAS A.      | 1,266.68 | MILLER, WILLIAM S.     | 1,088.80         |
| MEIER III, CHARLES A.     | 344.20   | DOUGLAS, MARK          | 471.86           |
| ZACHARIAS, STEVEN B.      | 1,451.40 | HASTINGS, MICHAEL A.   | 442.94           |
| NEWMAN, MARK J.           | 718.80   | TRAVERS, MANUEL J.     | 1,684.27         |
| SWEM, DONALD L.           | 1,928.82 | STEVENS, JEFFREY W.    | 693.66           |
| EATON, BRAD A.            | 1,897.65 | RILEY, CASEY W.        | 202.55           |
| WILSON, TIMOTHY J.        | 2,109.93 | JONES, LARRY M.        | 1,401.02         |
| LAVOIE, RICHARD L.        | 1,678.25 | FLORE, ROBERT A.       | 240.07           |
| STEVENS, BRANDON C.       | 2,198.51 | WILLSON, BRENDA R.     | 1,284.75         |
| DRAVES, MARTIN J.         | 1,821.68 | BEAN, PETER J.         | 506.49           |
| BROWN, STEPHANIE C.       | 1,040.30 | MCCALIB, RACHELLE L.   | 519.04           |
| ANDERSON, ELIZABETH A.    | 1,132.69 | MCMULLEN, DONALD R.    | 1,034.14         |
| ELLIOTT, PATRICK M.       | 2,056.97 | BOYCE, REBECCA L.      | 353.04           |
| SCHWARTZFISHER, JOSEPH L. | 1,482.99 | MCFARLAND, JONATHAN A. | 760.48           |
| BRADLEY, KELLY R.         | 1,252.15 | SILVA, JESSE L.A.      | 170.43           |
| HART II, DELBERT W.       | 1,377.52 | BASSETT, FREDERICK A.  | 1,540.49         |
| JONES, ROBERT F.          | 1,428.61 | SEHL, JENNA R.         | 516.39           |
| DORAN, JUSTIN J.          | 1,406.65 | RILEY, DANIEL A.       | 385.20           |
| FARRELL, MITCHELL L.      | 1,335.64 | WHITLEY, ANDREW T.     | 1,565.41         |
| KIRINOVIC, THOMAS F.      | 494.99   | MORRISON, KEVIN P.     | 1,126.93         |
| WASHBURNE, MICHAEL J.     | 147.76   | JOHNSON, STEVEN P.     | 1,222.56         |
| ANZELL, BETH A.           | 668.41   | BOSS JR, DALE E.       | 1,235.16         |
| BOSS, SHERRY M.           | 730.43   | HOLM, ARTHUR R.        | 976.16           |
| BRADLEY, JOHN P.          | 253.22   | MATTER, DAWSON K.      | 1,651.61         |
| DIXON, MIKAYA S.          | 264.15   | <b>TOTAL</b>           | <b>85,459.93</b> |

**Payroll Transmittal – 02/23/2018**

|                       |          |                               |                 |
|-----------------------|----------|-------------------------------|-----------------|
| 4FRONT CREDIT UNION   | 628.84   | CHEMICAL BANK                 | 150.00          |
| AMERICAN FAMILY LIFE  | 158.28   | COMMUNICATION WORKERS OF AMER | 541.06          |
| AMERICAN FAMILY LIFE  | 380.52   | MI STATE DISBURSEMENT UNIT    | 323.45          |
| CHAR EM UNITED WAY    | 52.00    | PRIORITY HEALTH               | 1,616.90        |
| CHARLEVOIX STATE BANK | 2,085.77 | <b>TOTAL</b>                  | <b>5,936.82</b> |

**Tax Disbursement – 03/06/2018**

|                             |            |                                |                   |
|-----------------------------|------------|--------------------------------|-------------------|
| CHARLEVOIX COUNTY TREASURER | 1,148.99   | CHARLEVOIX PUBLIC SCHOOLS      | 67.36             |
| CHARLEVOIX COUNTY TREASURER | 225,945.43 | CITY OF CHARLEVOIX - TAXES DUE | 52,091.81         |
| CHARLEVOIX DISTRICT LIBRARY | 83,499.47  | HERWEYER, JEFF                 | 20.00             |
| CHARLEVOIX PUBLIC SCHOOLS   | 2,143.79   | MORLEY, PETER                  | 35.87             |
| CHARLEVOIX PUBLIC SCHOOLS   | 336.90     | RECREATIONAL AUTHORITY         | 15,658.73         |
| CHARLEVOIX PUBLIC SCHOOLS   | 67.36      | <b>TOTAL</b>                   | <b>381,015.71</b> |