

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, May 7, 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, Aaron Hagen, Janet Kalbfell, Tom Oleksy, Leon Perron
Members Absent: None
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 – April 2, 2018
- B. Beer Tent Approval for Round Lake Music Festival on May 26-27, 2018
- C. Renewal of Automated Weather Observation System Contract for the Airport

CITY OF CHARLEVOIX
RESOLUTION NO. 2018-05-02
EXECUTION OF MDOT CONTRACT NO. 2018-0390
WEATHER OBSERVATION SYSTEM AND DATA DISSEMINATION SYSTEM

WHEREAS, *the Charlevoix Municipal Airport operates and maintains a Weather Observation and Data Dissemination System; and*

WHEREAS, *the system is made up of three components (a) the Weather Briefing System, (b) Automated Weather Observation System (AWOS), and (c) a system to collect the AWOS data for national dissemination (Data Collection System); and*

WHEREAS, *the continued operation and maintenance of the Weather Observation and Data Dissemination system is required by the Federal Aviation Agency (FAA) and the Michigan Department of Transportation's Office of Aeronautics (MDOT) for aviation safety and efficiency.*

NOW THEREFORE BE IT RESOLVED, *that the City of Charlevoix City Council hereby authorizes the City Manager to execute the MDOT Contract No. 2018-0390 for the Weather Observation System and Data Dissemination System Contract after review by the City Attorney.*

RESOLVED *this 7th day of May, 2018 A.D.*

Resolution was adopted by the following yeas and nays vote:

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

- D. Revised MERS Health Care Savings Program Participation Agreements for Treasurer, Chief of Police, Golf Superintendent, City Manager and DPW Superintendent
- E. Purchase Two Pickup Trucks for \$64,548 through MiDEAL Program
- F. Purchase Front-end Loader for \$147,595 through MiDEAL Program
- G. Purchase 5 Cubic Yard Plow/Dump Truck for \$171,814.61 through MiDEAL Program
- H. Pavement Marking Proposal for \$16,890.30 from PK Contracting
- I. Accounts Payable and Payroll Check Registers
 - a. Special Accounts Payable Check Register – April 23, 2018
 - b. Regular Accounts Payable Check Register – May 8, 2018
 - c. ACH Payments – April 11, 2018 to May 4, 2018
 - d. Payroll Check Register – April 20, 2018
 - e. Payroll Transmittal – April 20, 2018
 - f. Payroll Check Register – May 4, 2018
 - g. Payroll Transmittal – May 4, 2018

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

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

6. Public Hearings & Actions Requiring Public Hearings

7. All Other Actions & Requests

8. Reports & Communications

A. Public Comment

- Bob Timms felt that the double yellow line on Antrim at State should be straightened. He also felt that grants cost the City money and money was wasted on the park study.
- Shelly Langeweg questioned when the goats would arrive, when the pier would be fixed and when the steps to Michigan Beach would be repaired.
- Josh Mack, representing the waterfront business owners, suggested that reserved parking should be dispersed throughout the City, not just in the Acacia lot. He felt that the spaces reserved on Clinton for Venetian volunteers impacted local businesses.
- Mike Doherty felt that the Park Avenue traffic study was the worst he has seen in his lifetime. He suggested ways of

improving the speeding problem again and he felt that he was being ignored.

B. City Manager Comments

City Manager Heydlauff reported on the following:

- Park Avenue will be a three-way stop at Antrim with crosswalks and signage added
- Scheduled power outage south of town on Saturday 1-5am for substation maintenance
- Final work on last fall's paving projects is scheduled
- Don McMullen was appointed the new EMS Director
- MDOT open house on May 15 from 4-6pm to learn about the planned lane reconfiguration

C. Mayor & Council Comments

- Oleksy questioned whether having Council meetings at 6pm was affecting attendance. Perron suggested that the start time could be reconsidered after a full cycle.
- Mayor Kurtz suggested that it may encourage new development if Council's approval was no longer a requirement for new projects. He felt that if the Planning Commission approved the project, then Council's approval was redundant thereby causing project delays. Council concurred to ask the Planning Commission to consider this request.

9. Other Council Business

10. Adjourn

The Mayor adjourned the meeting at 6:34 p.m.

Joyce M. Golding City Clerk Luther Kurtz Mayor

Special Accounts Payable – 04/23/2018

AT&T	2,878.43	GREAT LAKES ENERGY	238.85
AT&T LONG DISTANCE	85.57	METLIFE SMALL BUSINESS CENTER	721.72
AT&T MOBILITY	88.91	PRIORITY HEALTH	39,974.79
CHARLEVOIX STATE BANK	1,992.89	VERIZON WIRELESS	56.72
CHARTER COMMUNICATIONS	864.97	VISION SERVICE PLAN	502.08
DELTA DENTAL	3,384.79	TOTAL	50,789.72

Regular Accounts Payable – 05/08/2018

AIRGAS USA LLC	74.66	IDEXX DISTRIBUTION INC.	1,138.30
AIS CONSTRUCTION EQUIPMENT	171.87	INDUSTRIAL ARTS INSTITUTE	1,600.00
ALL-PHASE ELECTRIC SUPPLY CO.	133.06	J. BIGGERSTAFF BUILDER	1,015.00
AMERICAN LEGAL PUBLISHING CORP	3,260.00	JACK DOHENY SUPPLIES INC	280.00
ARCADIA BENEFITS GROUP INC	25.00	KENNEDY INDUSTRIES INC	1,383.25
AT YOUR SERVICE PLUS INC	230.00	KIESLER'S POLICE SUPPLY INC	2,320.50
AVFUEL CORPORATION	21,297.84	KIWANIS CLUB OF CHARLEVOIX	40.00
BEAVER RESEARCH COMPANY	282.25	KLOOSTER, ALIDA K.	50.00
BECK, MADELINE	85.00	KLOOSTER, PATRICK H	50.00
BELL EQUIPMENT COMPANY	1,626.55	KMart	59.22
BIOMEDICAL SOLUTIONS	3,380.00	KNORR, KENT	50.00
BISHAW, JAMES H.	150.00	KSS ENTERPRISES	1,335.58
BOB MATHERS FORD	1,158.13	LAKESHORE TIRE & AUTO SERVICE	30.00
BRANOFF, DENNIS	165.00	MACGREGOR PLUMBING & HEATING	5,806.00
CCI SOUTH LLC	105.00	MASSON, DONALD J.	130.95
CDW GOVERNMENT INC.	652.82	MAYER, SHELLEY L.	50.00
CENTRAL DRUG STORE	43.87	McGINN, KELLY A.	50.00
CHARLEVOIX AREA CHAMBER OF COMM	500.00	MCMMASTER-CARR	270.87
CHARLEVOIX COMMUNITY SHOPPER	184.00	MCMULLEN, DONALD R	299.67
CHARLEVOIX GLASS INC.	286.14	MICHIGAN MUNICIPAL ELECTRIC	25.00
CHARLEVOIX SCREEN MASTERS INC	205.00	MICHIGAN MUNICIPAL LEAGUE	17,463.00
CHARLEVOIX TOWNSHIP	30.23	MILLER, WILLIAM S.	50.00
CHARTER COMMUNICATIONS	137.00	MUNSON HEALTHCARE CHX HOSPITAL	124.96
CINTAS CORPORATION	41.80	NEWMAN, MARK J.	48.29
CINTAS CORPORATION #729	30.00	NORTH COUNTRY POWER GENERATION	479.90
CRYSTAL FLASH ENERGY	2,262.26	NORTHERN PUMP SERVICE INC.	4,785.16
DCASSESSING SERVICES	4,371.08	NW MI COG	11,970.00
DeROSIA, PATRICIA E.	50.00	OVERHEAD DOOR COMPANY	350.72
DOAN, GERARD P.	50.00	POSTAL PRODUCTS UNLIMITED INC	650.00
DORAN, JUSTIN J.	129.31	POSTMASTER	62.76
DOTSON, LINDSEY J.	1,675.01	POWER LINE SUPPLY	491.51
EASYPRO POND PRODUCTS	929.78	PREIN & NEWHOF	57,132.68
ELLIOTT, PATRICK M.	50.00	PRESTON FEATHER	1,431.00
ELLSWORTH FARMER'S EXCHANGE	522.00	PRO WEB MARKETING LLC	30.00
EMERGENCY MEDICAL PRODUCTS INC	1,652.06	ROTARY CLUB OF CHARLEVOIX	37.50
ENVIRONMENTAL SYSTEMS RESEARCH	14,550.00	SIGMA-ALDRICH INC.	219.24
ETNA SUPPLY	725.35	SPENCLEY, PATRICIA L.	63.37
FASTENAL COMPANY	151.20	STATE OF MICHIGAN	325.00
FEYEN ZYLSTRA LLC	11,036.00	STATE OF MICHIGAN	95.00
FICHTNER, KRISTIE	48.25	STATE OF MICHIGAN	30.00
FISHER SCIENTIFIC	714.33	SUPERIOR MECHANICAL	676.93
FLICKEMA, ANDREW M.	42.01	SWEM, DONALD L.	50.00
FREIDINGER, REED	8.00	SYNERGY SYSTEMS INC.	732.42
GBS INC.	39.23	SYSTEMS SPECIALISTS INC	10,836.00
GCSAA	380.00	TELE-RAD INC	206.23
GINOP SALES INC	117.83	TERMINAL SUPPLY CO	484.84
GOLDING, JOYCE M.	113.59	TRAVERS, MANUEL J.	74.29
GRAHAM, JUANITA	41.04	TRUCK & TRAILER SPECIALTIES	98.26
GRAND TRAVERSE GARAGE DOOR	144.85	UNIFIRST CORPORATION	1,237.50
GREAT LAKES ELEVATOR LLC	370.91	UPPER CASE PRINTING INK.	1,105.30
GREAT LAKES ENVIRONMENTAL	650.00	USA BLUE BOOK	5,167.51
HACH COMPANY	1,075.51	VERIBANC INC.	432.00
HANKINS, SCOTT A.	50.00	VILLAGE GRAPHICS INC.	1,265.15
HEID, THOMAS J.	50.00	WALDIE, YOLAND	5.27
HESS, TOM	150.00	WHARFSIDE ENT. LTD.	1,100.00
HEYDLAUFF, MARK L	50.00	WORK & PLAY SHOP	471.26
HIGBEE, JAMES	49.72	WURST, RANDALL W.	50.00
HOLIDAY COMPANIES	665.47	WYMAN, MATTHEW A.	50.00
HYDE SERVICES LLC	332.50	TOTAL	213,369.90

ACH Payments – 04/11/2018 to 05/04/2018

PAYMENT SERVICE NETWORK	239.70	MI PUBLIC POWER AGENCY	14,000.17
DTE ENERGY	7,690.98	MI PUBLIC POWER AGENCY	203,546.66
MI PUBLIC POWER AGENCY	30,923.48	MI PUBLIC POWER AGENCY	24,950.90
NEOFUNDS BY NEOPOST	4,950.00	IRS (PAYROLL TAX DEPOSIT)	31,515.09
IRS (PAYROLL TAX DEPOSIT)	29,329.80	ALERUS FINANCIAL (HCSP)	400.00
ALERUS FINANCIAL (HCSP)	400.00	STATE OF MI (WITHHOLDING TAX)	4,832.95
STATE OF MI (WITHHOLDING TAX)	4,509.51	VANTAGEPOINT (401 ICMA PLAN)	742.50
VANTAGEPOINT (401 ICMA PLAN)	742.50	VANTAGEPOINT (457 ICMA PLAN)	14,257.17
VANTAGEPOINT (457 ICMA PLAN)	14,003.77	VANTAGEPOINT (ROTH IRA)	1,186.53
VANTAGEPOINT (ROTH IRA)	1,186.53		
MERS (DEFINED BENEFIT PLAN)	38,206.91	TOTAL	427,615.15

Payroll Net Pay – Pay Period Ending 04/14/2018 (Paid 04/20/2018)

HEYDLAUFF, MARK L.	2,358.07	DORAN, JUSTIN J.	1,685.51
GOLDING, JOYCE M.	1,764.87	FARRELL, MITCHELL L.	1,314.57
DEROSIA, PATRICIA E.	1,339.77	KNORR, KENT J.	1,958.07
DOTSON, LINDSEY J.	1,507.57	MILAN, JANE E.	62.33
LOY, EVELYN R.	1,086.31	ANZELL, BETH A.	751.09
KLOOSTER, ALIDA K.	1,652.13	HEID, THOMAS J.	1,317.16
GOLOVICH, KAREN J.	969.62	LEESE, ALAN K.	40.63
SPENCLEY, PATRICIA L.	1,269.65	MASSON, DONALD J.	132.98
MILLER, FAITH G.	42.96	LIVINGSTON, BRIAN D.	615.62
MCGINN, KELLY A.	1,670.38	KIRINOVIC, THOMAS F.	119.34
JOLLETTE, MELISSA N.	178.69	VANLOO, JOSEPH G.	502.28
DOAN, GERARD P.	1,697.64	WYMAN, MATTHEW A.	1,490.61
SCHLAPPI, JAMES L.	1,117.38	BOSS, RYDER S.	231.89
UMULIS, MATTHEW T.	1,382.10	MILLER, WILLIAM S.	1,109.79
HANKINS, SCOTT A.	1,709.08	DOUGLAS, MARK	590.27
ORBAN, BARBARA K.	1,197.95	HASTINGS, MICHAEL A.	438.76
WILLIAMS, ASHLEY M.	1,494.02	TRAVERS, MANUEL J.	1,543.80
FLICKEMA, ANDREW M.	1,439.45	STEVENS, JEFFREY W.	568.97
MATELSKI, KIMBERLY A.	1,237.60	JONES, LARRY M.	1,006.37
RILEY, DENISE M.	457.14	FLORE, ROBERT A.	132.14
WURST, RANDALL W.	1,190.08	WILLSON, BRENDA R.	1,219.36
MAYER, SHELLEY L.	1,639.07	BEAN, PETER J.	160.28
HILLING, NICHOLAS A.	1,686.37	RILEY, REBECCA J.	172.37
MEIER III, CHARLES A.	1,299.36	MCCALIB, RACHELLE L.	556.15
ZACHARIAS, STEVEN B.	1,207.46	MCMULLEN, DONALD R.	2,849.88
NEWMAN, MARK J.	744.54	MCFARLAND, JONATHAN A.	764.67
SWEM, DONALD L.	1,975.53	SILVA, JESSE L.A.	756.74
EATON, BRAD A.	2,092.29	NEWINGTON, BENJAMIN K.	22.03
WILSON, TIMOTHY J.	2,180.10	SEHL, JENNA R.	274.30
LAVOIE, RICHARD L.	1,829.74	RILEY, DANIEL A.	1,324.40
STEVENS, BRANDON C.	2,305.25	WHEELER, MICHAEL W.	667.45
DRAVES, MARTIN J.	1,832.84	SNYDER, CORY G.	170.43
ANDERSON, ELIZABETH A.	1,240.03	PEARSALL, KRISTA M.	74.00
ELLIOTT, PATRICK M.	2,167.96	WHITLEY, ANDREW T.	1,759.09
SCHWARTZFISHER, JOSEPH L.	1,159.77	MORRISON, KEVIN P.	1,311.00
BRADLEY, KELLY R.	1,274.37	JOHNSON, STEVEN P.	1,360.99
HART II, DELBERT W.	1,360.55	GILL, DAVID R.	959.36
JONES, ROBERT F.	1,434.14	TOTAL	84,206.51

Payroll Transmittal – 04/20/2018

4FRONT CREDIT UNION	528.84	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	158.28	COMMUNICATION WORKERS OF AMER	548.22
AMERICAN FAMILY LIFE	380.52	MI STATE DISBURSEMENT UNIT	323.45
CHAR EM UNITED WAY	52.00	PRIORITY HEALTH	1,731.11
CHARLEVOIX STATE BANK	1,160.77	TOTAL	5,033.19

Payroll Net Pay – Pay Period Ending 04/28/2018 (Paid 05/04/2018)

HEYDLAUFF, MARK L.	2,648.97	BRADLEY, KELLY R.	1,522.18
GOLDING, JOYCE M.	2,181.12	HART II, DELBERT W.	1,196.89
DEROSIA, PATRICIA E.	1,141.94	JONES, ROBERT F.	1,794.31
DOTSON, LINDSEY J.	1,457.31	DORAN, JUSTIN J.	1,732.09
LOY, EVELYN R.	1,086.31	FARRELL, MITCHELL L.	1,569.32
KLOOSTER, ALIDA K.	2,013.70	BECKER, MICHAEL S.	409.52
GOLOVICH, KAREN J.	969.63	MCGHEE, ROBERT R.	575.50
SPENCLEY, PATRICIA L.	1,077.90	FERGUSON, ROYCE L.	411.48
MILLER, FAITH G.	19.10	KNORR, KENT J.	1,958.07
MCGINN, KELLY A.	1,670.39	MILAN, JANE E.	87.27
JOLLETTE, MELISSA N.	456.37	ANZELL, BETH A.	768.57
DOAN, GERARD P.	1,697.63	KIRINOVIC, THOMAS F.	48.61
SCHLAPPI, JAMES L.	913.73	HEID, THOMAS J.	1,317.16
UMULIS, MATTHEW T.	981.08	DAVIS, RONALD L.	156.05
HANKINS, SCOTT A.	1,588.38	FAIRCHILD, GALEN W.	184.39
ORBAN, BARBARA K.	1,262.75	LIVINGSTON, BRIAN D.	489.71
WILLIAMS, ASHLEY M.	1,458.97	VANLOO, JOSEPH G.	756.22
FLICKEMA, ANDREW M.	1,736.99	WYMAN, MATTHEW A.	1,490.61
MATELSKI, KIMBERLY A.	1,237.61	BOSS, RYDER S.	262.14
RILEY, DENISE M.	452.78	MILLER, WILLIAM S.	1,526.05
WURST, RANDALL W.	1,129.00	DOUGLAS, MARK	533.23
MAYER, SHELLEY L.	1,505.38	HASTINGS, MICHAEL A.	353.57
HILLING, NICHOLAS A.	1,272.21	DENHOFF, COLIN M.	83.11
MEIER III, CHARLES A.	1,248.98	TRAVERS, MANUEL J.	2,159.60
ZACHARIAS, STEVEN B.	1,495.75	STEVENS, JEFFREY W.	459.66
NEWMAN, MARK J.	901.38	RILEY, CASEY W.	442.59
SWEM, DONALD L.	1,975.53	JONES, LARRY M.	1,176.45
EATON, BRAD A.	1,963.13	FLORE, ROBERT A.	132.14
WILSON, TIMOTHY J.	2,312.06	WILLSON, BRENDA R.	969.48
LAVOIE, RICHARD L.	1,753.48	BEAN, PETER J.	777.78
STEVENS, BRANDON C.	2,082.44	RILEY, REBECCA J.	118.93
DRAVES, MARTIN J.	1,820.97	MCCALIB, RACHELLE L.	213.38
ANDERSON, ELIZABETH A.	1,240.03	MCMULLEN, DONALD R.	3,017.01
LEITNER, RYAN S.	1,004.47	SILVA, JESSE L.A.	1,054.92
ELLIOTT, PATRICK M.	2,167.95	RILEY, DANIEL A.	1,278.12
SCHWARTZFISHER, JOSEPH L.	1,163.80	WHEELER, MICHAEL W.	1,768.92

PEARSALL, KRISTA M.	229.79	JOHNSON, STEVEN P.	1,674.34
WHITLEY, ANDREW T.	1,925.20	GILL, DAVID R.	856.27
MORRISON, KEVIN P.	1,358.45	TOTAL	89,928.30

Payroll Transmittal – 05/04/2018

4FRONT CREDIT UNION	558.84	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	158.28	COMMUNICATION WORKERS OF AMER	548.22
AMERICAN FAMILY LIFE	380.52	MI STATE DISBURSEMENT UNIT	600.92
BARRY COUNTY TRIAL COURT	20.00	POLICE OFFICERS LABOR COUNCIL	201.00
CHAR EM UNITED WAY	52.00	PRIORITY HEALTH	1,744.32
CHARLEVOIX STATE BANK	1,160.77	TOTAL	5,574.87