

CITY OF CHARLEVOIX  
REGULAR CITY COUNCIL MEETING MINUTES  
Monday, June 3, 2013 – 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 Norman L. Carlson, Jr.

**I. Pledge of Allegiance**

**II. Roll Call of Members Present**

Mayor:	Norman L. Carlson, Jr.
Assistant City Attorney:	Bryan Graham
City Manager:	Rob Straebel
City Clerk:	Carol A. Ochs
Members Present:	Council members Shane Cole, Lyle Gennett, Shirley Gibson, Jeff Porter, Gabe Campbell
Absent:	Councilmember Greg Stevens

**III. Inquiry Regarding Possible Conflicts of Interest**

None.

**IV. Consent Agenda**

The following items were approved and filed:

- A. Approval of Minutes – May 20, 2013 Regular Meeting Minutes
- B. Accounts Payable Check Register – May 23, 2013
- C. Accounts Payable Check Register – June 4, 2013
- D. Tax Disbursement – May 24, 2013
- E. ACH Payments – May 17, 2013 – May 28, 2013
- F. Payroll Check Register – May 24, 2013
- G. Payroll Transmittal – May 24, 2013
- H. Board of Canvassers' Report May 7, 2013 Election

**V. Public Hearings:**

**A. Wastewater Treatment Plant Improvements Project Plan.**

Mark Prein, Prein & Newhof, proceeded to review the project and announced that this item was a public hearing for the Wastewater Treatment Plant improvement which is part of the State Revolving Fund (SRF) Loan Program. He indicated that he would outline the project history, SRF program, the need for the improvements, the alternatives as analyzed and presented, and cost estimates. Public comment and questions would be addressed at the end of the presentation and speakers were asked to sign in on the sign in sheet located at the back of the room.

Mr. Prein reviewed the project status. In April 2011, a new national pollutant discharge elimination system permit was issued for the wastewater treatment facility and a new set of criteria was added related to making certain improvements. He further described activities that his firm, as engineers for this project, has undertaken during this process including a review of the City's discharge permit, permit negotiations with the State of Michigan to try to modify some of the permit conditions, and a facility assessment. The Project Plan is part of the SRF process to obtain a low interest loan from the State of Michigan. His firm also completed an S2 grant application which resulted in a 90% grant for a portion of the work completed to date.

Mr. Prein stated that they were trying to meet a project submission deadline of July 1, 2013 which would allow the Project Plan to be reviewed by the State this year with a determination on loan eligibility by September. The SRF Program is a low interest loan program at an interest rate of approximately 2.0 – 2.50% for 20 years. He further explained the State's new ammonia pollutant discharge criteria, the compliance schedule, and needed repairs. He stated they did an assessment of the overall useful life of the plant and compared the current conditions to industry standards, and from that generated a list of issues/concerns for the facility that require some type of improvement. These basic improvements were also included in each of the alternatives being presented.

Mr. Prein explained the three alternatives that were considered including:

- (1) Optimizing the existing facility to maximize the ammonia removal and try to prevent the need for a capital improvement; in analyzing the facility this alternative did not appear to be possible. The current tank is a completely mixed activated sludge process and is not designed to remove ammonia.
- (2) Convert the facility to a conventional activated sludge plant. The challenge with this facility is that the waste coming into the system is so cold it does not support the proper biology to remove the ammonia.
- (3) Advanced treatment membrane bio-reactor and moving dead bio-reactor. Both of these processes control the solids in the tank, and have the best possibility of success in maintaining a biology that can nitrify.

The recommended alternative is advanced treatment. The alternative includes the basic plant improvements, modification of the basins, and capital construction of activated sludge tanks. The precise process that would be recommended is not known because the preliminary design has not been completed.

Mr. Prein stated that the cost for the basic improvements is approximately \$5.7 million, alternate #3 advanced treatment costs approximately \$2.7 million (total \$8.4 million in construction costs), and allowing for legal, contingency, engineering and financial services for a total estimated project cost of \$10.9 million. He stated the average customer is billed on an REU (residential equivalent unit) and the City has a total of 2,865 REU's for an annual amount of \$266 per REU which equates to about \$22.22 per month per REU equivalent. Typically an REU is equivalent to a typical home, therefore a business may have more REU's based on usage.

Mr. Prein stated that the SRF program is a loan application, therefore it is recommended that the City submit everything that may be part of that project. If the project decreases in size, the State will decrease the loan amount; if the project increases in size, the State will not increase the loan. He summarized the environmental reviews that had been completed as a part of this process as well. He stated that the application and Project Plan must be submitted to the State by July 1, otherwise the City would need to wait until next year. In July it is also recommended that the City complete and submit their user charge system review to analyze the cost per user from a financial advisor's perspective. He estimated that the State would determine eligibility of projects in September, rank the applications in October, and then fund projects until the designated funds are depleted.

Councilmember Campbell stated he was not comfortable with the REU and questioned if that was dependent on flow. Mr. Prein stated that would depend on how the City's rate structure was set up. City Manager Straebel stated that the sewer charges are based on water usage. He stated that the City will still have to do the rate study in July; \$22.22 per month is the estimated average at this point.

Councilmember Gibson stated that she believed that there was about \$200,000 in City's sewer/water fund and questioned if that was a typical amount. City Manager Straebel stated that amount was probably in the low range. Typically those funds are for emergencies such as a broken sewer line.

Councilmember Campbell stated that the State had a fund for planning and design of such projects. Mr. Plein stated that the S2 grant was on the agenda for discussion later and that the State was down to about \$3.0 million in that fund.

City Manager Straebel stated that the Project Plan is on the City's website.

The Mayor opened the public hearing at 7:30 p.m.

John W. Campbell, 309 E. Dixon, stated that he has spoken with the City Manager and the engineers and that many were familiar with Big Fish Environmental. He stated that there was a need to consolidate the sludge and thicken it and the benefit of that is that there is a reduced operational cost. He stated that the City could save \$500 – 700,000 in capital costs.

The Mayor closed the public hearing at 7:34 p.m.

City Manager Straebel and Mr. Prein addressed comments by Mr. Campbell. Mr. Prein stated that they did discuss the suggestions on bio solids handling and at this point they were not convinced that it would be a cost savings to the community.

The Mayor called a brief recess at 7:37 p.m.

Council reconvened at 7:47 p.m.

B. Discussion on Design Options for Plaza B in East Park.

Councilmember Campbell stated that most of the people he spoke to do not want anything there. He stated he had a suggestion to put bricks or pavers in the space and sell them. He stated that now the view is open and he did not think a tree or anything should be put in there. He felt that the bricks or pavers as a memorial may be a good idea.

Commissioner Gennett stated that he had spoken to DPW Superintendent Pat Elliott and because of the foundation there, if they put pavers on top of it they would need to do more work, put in a sand base, and crown the pavers. He stated that cement on top of cement could cause a problem and he did not think that would be a good option.

City Manager Straebel stated that the City had enough pavers to pave the subject area in the plaza.

Councilmember Gibson stated that she had heard suggestions for pavers with names as well but if the City already had pavers that is great.

The Mayor opened the public hearing at 7:50 p.m. There were no comments. The Mayor closed the public hearing at 7:50 p.m.

Motion by Councilmember Gennett, seconded by Councilmember Gibson, to put pavers in the subject space in Plaza B in East Park and the City could sell memorial pavers to be placed in that area as well.

Yeas: Cole, Gennett, Gibson, Porter, Campbell  
Nays: None  
Absent: Stevens

VI. **Reports**

City Manager Straebel stated that the Council had received a paper copy of a PowerPoint presentation from the office of Senator Debbie Stabenow regarding dredging needs and that he had spoken to her at a Chamber event specifically about dredging needs for the City of Charlevoix. There is a bill moving through the Senate and the House regarding monies for dredging ports such as Charlevoix. Charlevoix is not a critical need harbor at this point but does maintenance dredging every two years.

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

A. Status Report Regarding Fundraising Efforts for Costs Associated with Fireplace.

Councilmember Gibson stated that she spoke to Chip Terrell and he is not interested in raising all the money to pay back the City for the fireplace; however, he is not walking away and he thinks that other people have responsibilities here. He felt that it should be divided into three areas: one-third should be pledges, one-third the City, and one-third the donor. She stated if the donor had paid out of pocket before the September 4 meeting, the pledges were actually to reimburse the donor but the donor has not paid anything. She stated that Mr. Terrill will be back June 8 and would like to meet with Mr. Straebel. To date the City had received one donation for \$70.00 per Mr. Straebel. Councilmember Gibson stated that she made a pledge and she is going to honor that pledge and she encouraged the community to step up and help the City. Mayor Carlson asked for an update on this at the June 17 Council meeting.

Councilmember Porter questioned the Drost Landscaping bill for \$10,949.40 which was for the fireplace design of fireplace number one. Mayor Carlson stated it was not for design work, but actual construction. Councilmember Porter stated that the company mentioned that a great deal of the cost was limestone and he questioned whether that material was returned. Mayor Carlson stated that the material was returned and the greater portion of the bill was for the pilings that were placed in the ground.

B. Venetian Festival Review.

Dan Barron, President of Charlevoix Venetian Festival, Inc., distributed pamphlets and schedules for the upcoming 2013 Venetian Festival. Council was presented with a proposed contract for services for the Festival seeking a \$12,000 donation which is the same funding as 2012. He stated that the total expense of the Festival will be about \$250,000. He stated that they have raised about \$12,000 from the townships. He explained that the events have evolved over the years and that they try to take some of the pressure for the events off the immediate downtown area, and the majority of the events held in the downtown area are on the last four days of the Festival.

Councilmember Gibson stated she wanted to be assured that the Festival was not going to include helicopter rides. Mr. Barron said there will no helicopter rides at this year's Festival.

Councilmember Gibson stated that last year there was an issue with the parade and political advertising. Mayor Carlson stated that he runs the parade and that group was not allowed back and had not been approved to hand out materials.

Councilmember Campbell stated that Mr. Barron has been involved in the Festival for a long time and he appreciated all of his hard work.

The Mayor opened the item to public comment.

Jodi Bingham questioned the vendors on Bridge Street and she was hoping that the City could rethink allowing the carnival vendors on Bridge Street and keep that for local vendors. Mr. Barron stated that they do not have carnival vendors on Bridge Street, but there is one that appears to be part of the carnival. He stated that there is a fine line between local non-profits being able to be vendors and the Festival needing to raise funds as well. He stated that those non-profit organizations that have been vendors for 15 years are somewhat "grandfathered in". He stated that those groups pay a fee of \$150, and that the Festival is bringing in more contract vendors that are not local non-profits and they provide a better array of food products for the Festival plus they pay 15% of their gross profit to the Festival. He stated that there were various other ways for non-profits to raise funds during Venetian other than food sales.

Councilmember Campbell suggested the use of a dunk tank with ex-Mayors as a fundraising effort.

The Mayor closed the item to public comment.

Motion by Councilmember Cole, seconded by Councilmember Campbell, to authorize the Mayor to sign the 2013 Funding Contract for the Venetian Festival with a funding amount of \$12,000.

Yeas: Cole, Gennett, Gibson, Porter, Campbell  
Nays: None  
Absent: Stevens

C. Consideration to Approve Engineering Design and Rate Study Financial Services and a Resolution for an S2 Grant for Engineering Improvements to the Wastewater Treatment Plant.

City Manager Straebel stated that the agenda memo had an error in that the amount of the 10% cost to the City was \$91,000, not \$9,100. The grant funding is on a "first come, first serve" basis.

The Mayor opened the item to public comment. There were no public comments. The Mayor closed the item to public comment.

Motion by Councilmember Porter, seconded by Councilmember Gennett, to approve the Engineering Design and Rate Study Financial Services with Prein and Newhof.

Yeas: Cole, Gennett, Gibson, Porter, Campbell  
Nays: None  
Absent: Stevens

D. Purchase of Capacity.

Electric Department Superintendent Don Swem stated that, in order to keep costs down, he was looking to buy future capacity at an economical price. The City has received an offer to buy capacity over the next five years [Planning Year 2014/2015 to Planning Year 2018/2019] at an average cost of \$2.10 per kW per month.

The Mayor opened the item to public comment. There were no public comments. The Mayor closed the item to public comment.

Motion by Councilmember Campbell, seconded by Councilmember Cole, for approval to spend up to a maximum of \$113,400 to purchase blocks of capacity through Michigan Public Power Agency (MPPA) for the years 2014 through 2019.

Yeas: Cole, Gennett, Gibson, Porter, Campbell  
Nays: None  
Absent: Stevens

E. Discussion Regarding Requests from Councilmember Campbell.

Councilmember Campbell stated that he felt that personal memorials on City property should be at the cemetery. He stated that the City had beautiful parks, but they would be overloaded if some kind of restriction was not placed on memorials, and that the majority of the people he talked to did not want to see any more memorials placed in City parks.

Commissioner Campbell addressed his second point in that "any structures erected in any of the City parks larger than a park bench or table require a vote of the people". His third point was "that any new structures on City property must go to the Planning Commission for review." His fourth point was "no gifts will be accepted by the City if it requires any cost to the City." He indicated that part of this was covered by the gift policy but he did not want the City to do anything similar to the fireplace issue in the future.

Councilmember Porter stated that the Council should revisit the *Donor Acceptance Policy* and he would like to see the Council appoint a committee to review the policies. He stated that there were lots of talented people who were involved in non-profit organizations and foundations who could sit down and help the Council with a donation policy. He stated that there is a section in the City Code that deals with parks and the committee could look at expanding that section and addressing the donation policy.

Mayor Carlson stated that the first point Councilmember Campbell made about no personal memorials allowed on City property would completely contradict what the Council had approved earlier in the meeting about selling pavers for the fireplace space. Councilmember Campbell stated that those were not personal memorials. Mayor Carlson stated that the pavers may have wording such as "in memory of..." and that would need to be clarified in the policy if the first point was dealing with a memorial statute, structure, bench or something larger.

Mayor Carlson stated on the second point that required a vote of the people that would not be legal as a straw poll was not allowed, and on item #8 of the *Donation Acceptance Policy* it allowed for the Council to hold a Public Hearing on a donated physical element being proposed for a City park. Councilmember Porter stated that the people still had the right to petition, but the City Attorney clarified that was the Council putting on item out for an advisory ballot, which was not allowed. City Clerk Ochs stated that a petition would typically be against an ordinance that Council passed and it would be to repeal that ordinance; this was not that situation as this was a general business item which was not subject to petition and a referendum.

Mayor Carlson stated that the City was working on an item related to the third point. City Planner Mike Spencer stated that the Planning Commission would be looking at language to address issues related to any new structures on City property.

Councilmember Gibson stated that she liked the idea of having a committee review the *Donation Acceptance Policy* although she felt the policy was good she also thought that it would be good to have the community involved in reviewing the policy. City Manager Straebel stated that if the Council wanted to set up a committee to work with staff that would be appropriate, and he would like to know specifically what the issues are with the *Donation Acceptance Policy*. Mayor Carlson stated each member of the Council could bring forward a name of someone to appoint to this committee at the next Council meeting.

City Planner Mike Spencer asked if the Planning Commission was supposed to be looking at this policy too or if they should focus on the resolution. Mayor Carlson stated that any new structures going on City property would be something for the Planning Commission to address.

Mayor Carlson asked for comments from the audience.

Hans Wiemer stated that Central Park in New York defines the City of New York and Frederick Olmstead who designed and built Central Park in the 1800's spent the rest of his life defending the pristine appearance and the fact that nobody could do whatever they wanted in terms of a memorial in the park.

Art Nash stated that he agreed with the Mayor's comments about personal memorials and that the Council's previous action regarding names on bricks in Plaza B could be considered memorials. He encouraged the Council that, in forming a committee for this matter, they should not just form a committee and say "Look at the policy." Council needs to give them a specific charge and objective so they can stay focused and get the job done in a short amount of time. He also recommended that they don't appoint a committee of 20 people.

Maureen LaBlance stated that she had been a resident since 1964 and that she thinks the park should be left open for everyone to enjoy the view. She stated that art may also be an issue as art is in the eye of the beholder and she encouraged a strong policy as to what would be allowed in a public park.

Tom Ochs stated that there was a big ruckus about a new band shell and about how much space it would take. In viewing the park now, he thinks that everyone is happy with what had been done. He stated that the people elected the Council members to make decisions for the residents and he encouraged the members to take that responsibility seriously and, if in doubt, then ask for people to come in for group discussions on the matter. He stated that he would not have wanted guidelines that would have prevented the mariner's memorial that is downtown, the flag, or the clock downtown to not be there, as those items define the character of the park.

The Mayor closed public comments. No further action taken.

F. Discussion Regarding Delinquent Payment of Freedom of Information Act (FOIA) Charges.

Councilmember Porter stated that he received in his packet a copy of a letter from Young, Graham, Eisenheimer & Wendling that was addressed to Julee Roth regarding a delinquency of \$1,222.05 for fees due the City for a FOIA request. He stated that he understood that the City Clerk authorized the matter to go to the City Attorney's firm. City Clerk Ochs responded affirmatively that the request had been in her office for five (5) months and she was hoping to finalize this matter. She stated that the material in front of the Mayor is the actual request that Ms. Roth had not picked up yet. She stated when Ms. Roth made the records request, she contacted Ms. Roth because it was quite a voluminous request and she wanted to clarify that indeed the requestor wanted to go through with the request knowing that there would be substantial fees charged. She stated that there were also six boxes of East Park records that would have been part of the FOIA request as it was originally worded. After speaking to her, Ms. Roth had agreed to getting the "as-builts" for East Park and City Clerk Ochs advised that the documents would be available for the requestor to come view and obtain any additional copies at that time. She stated that she had asked the City Attorney what to do for the next step as she would like this request resolved.

Councilmember Porter stated that there was cost involved in the City Attorney writing the letter to Ms. Roth and he asked that the City Attorney provide that cost. City Clerk Ochs stated that there were also costs involved with consulting with the City Attorney on this matter as staff always consults with the City Attorney on a large FOIA request. Councilmember Porter stated he was curious why this matter did not go to small claims court instead of the City Attorney. City Clerk Ochs stated that she did what she felt was the next logical step in going to the City Attorney with this matter.

Councilmember Gennett stated that on Tuesday, September 17, the Michigan Municipal League is having a convention in Detroit and one of the topics at the convention was *"The Most Common Open Meeting and Freedom of Information Act Mistakes and How to Avoid Them."* He suggested that Council members may wish to attend this session, which teaches how to deal with situations like this.

Mayor Carlson questioned if Ms. Roth was notified that the request would be over \$1,000 and City Clerk Ochs responded that the cost was estimated due to the size of the request and the uncertainty as to how many documents were actually involved and the time involved in researching and copying such documents. She contacted the requestor immediately upon receiving the request and told her that it would be well over \$1,000 and that any staff time over two hours would also be charged. She asked Ms. Roth if Ms. Ochs could assist her in narrowing down the scope of her request. Ms. Roth informed her that she planned to recoup her costs as part of a lawsuit against the City and that she did not want to narrow her request. City Clerk Ochs contacted her at a later date and did talk her down on the documents regarding East Park to the as-builts, but the documents presented are what Ms. Roth asked for. Under the advice of City Attorney Jim Young, the Clerk did narrow a few items to be determined as they pertained to the fireplace and informed Ms. Roth that if she needed additional documents to contact the City Clerk's Office. The Clerk advised Ms. Roth that some of the documents she requested were available through the City's website free of charge, but Ms. Roth still asked for copies. The Clerk stated that her goal is to get the requestor the information they are requesting and to make sure that the requestor understands what it is they are requesting. The Clerk stated that, in her experience, 90-95% of all FOIA's can be handled in less than two hours. The Clerk asked Ms. Roth for a \$50 good faith deposit in this instance because it was actually the largest FOIA request she had ever received. In hindsight she would have asked for a \$500 deposit. She stated that the hourly wage charged for the FOIA request was \$17.97 which was the Deputy City Clerk's hourly wage (the lowest paid person capable of doing the work) but that others in the City Manager's office, the City Planner, and she herself actually performed most of the work on the request.

Councilmember Campbell stated that he disagreed with the amounts and that he would be willing to strike out the \$871.55 charge for staff time. City Clerk Ochs stated that would be a violation of the City's fee schedule. Councilmember Campbell stated he would not vote for that and he felt the purpose of the FOIA law was "to make it as reasonable as you can" and he did not feel that the

charges were reasonable. Mayor Carlson stated that the purpose of the law was to make the information as readily available as possible without a financial burden on the City.

Assistant City Attorney Bryan Graham stated that there is the provision under the FOIA to allow a municipality to waive fees if they find that the purpose is primarily benefitting the general public. This is the first time that this type of request has come before the Council in terms of waiving a fee. He stated that he had real concerns from a legal perspective that the City was dealing with this situation based on one individual and the Council had a duty under the law to treat similarly situated people the same. He stated if the Council wants to go forward with this consideration that it was his strong legal advice that the Council table the matter tonight and then determine the factors that will be looked at objectively to determine when "you are looking at something that is primarily benefitting the general public."

Councilmember Gennett stated that his problem is that the information was never picked up and that the information was never used by anyone so how could it "benefit the general public" when it was never picked up? City Manager Straebel stated that this took away from staff's time to do their day-to-day operations. He stated that FOIA is an amazingly powerful act that does a lot of good. He stated that the Council would be setting dangerous precedent here if they did waive the fees and it shows a lack of support for City staff in complying with the FOIA request. He disagreed with waiving the fees and he did not feel that a policy was necessary here. City Clerk Ochs stated that Ms. Roth did not want the request mailed that she preferred to pick it up in person rather than add the postage to the cost and she also could have picked it up and paid half up front but Ms. Roth chose not to do that. She stated that there are appeal processes in place and she was not sure why this is on the agenda in that Ms. Roth has never contacted her other than to say that she plans on picking up the documents and paying the bill; she has never contacted her office to say she couldn't pay the bill. If Ms. Roth couldn't afford it the box of records would be available for her to inspect at City Hall.

Councilmember Gibson questioned if the City Clerk gave Ms. Roth the option of reviewing the documents and City Clerk Ochs responded affirmatively that Ms. Roth was given the option of reviewing the documents or reducing the scope of her request and informed her of what documents were available for free online. Councilmember Gibson questioned how many extensions were given to complete this project and City Clerk Ochs responded that she received the original request on December 3 at which point she asked for the good faith deposit, the deposit was received within approximately a week and at that time a 10-day extension letter was sent, and that they didn't meet the 10 days. Councilmember Gibson stated that if the documents were not ready according to Section 15.235(5)(3) of the State Statutes, then the City is denying the request so the City could be sued for non-compliance. City Clerk Ochs stated that the City did not deny the request, she offered to send what was available at the time so the City responded to the request, and Ms. Roth stated that she wasn't in a hurry and that it was okay to go ahead and take a few extra days to get all of the information together. She stated that with the extension the deadline was the 4<sup>th</sup> or 5<sup>th</sup> of January and the records were available as of the 9<sup>th</sup> so it was about five days over. Assistant Attorney Graham stated that the City was five days over providing the documents but the actual FOIA request was granted within the required timeframe. He stated that the preferred method to address this matter would be through small claims court and the reason for the letter was to try to get a voluntary settlement of the problem without having any litigation.

Mayor Carlson asked if there were any comments from the audience.

~~Tom Ochs stated that the City Clerk has spent a lot of time working for the City and going to conferences and it was wrong to imply that she knew nothing about FOIA issues. He stated that the FOIA request was done properly and the time was not an issue because the requestor agreed that additional time was acceptable.~~

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Mayor Carlson: "I'd like to have some comments from the audience first since it's an agenda item. Tom"

Tom Ochs: "I will apologize in advance if I sound a little bit hot, but several of you have just insulted my wife. My wife has spent a lot of time working for the City, has spent a lot of time going to FOIA conferences, to imply she knows nothing about FOIA or about how it's supposed to happen or read the FOIA law to her, I'm sorry, I have a problem with that, first of all."

Councilmember Gibson: "I was asking questions. I was not criticizing Carol."

Tom Ochs: "Okay, we look at it differently. We can look at it differently."

Councilmember Gibson: "So asking questions, I can't ask a question?"

City Clerk Ochs: "Move on with your comments please."

Mayor Carlson: "Please, Shirley, if you would like to talk, I will now talk to you, he's talking to me addressing Council and the Board."

Tom Ochs: "So the FOIA request was done properly. The FOIA time wise was not an issue because the person who had asked for it told the City they could have more time, she wasn't going to pick it up. So if that is the case I don't understand why there is even a consideration to not have this person pay for the FOIA. Please think carefully about your reasoning for it. Personally I wonder about a conflict of interest, some of you are related to her in other events, whether it's the recall that got several of you elected, whatever else it happens to be, please think carefully about it, think carefully about the precedent you are setting for our City because if you chose to deny this there's got to be a very good reason for it so that is in place to prevent anybody else from doing the exact same thing or for any other service that the City renders, and decide any service that the City renders you can choose to waive, there's no reason not to expect it to happen another time and another time and another. Please think carefully about the decision."

Mayor Carlson: "I can answer the question on. There's no conflict of interest for anyone sitting up here. There was no financial gain for them. They will not get anything out of this. Brian?"

Assistant City Attorney Graham: "You and I talked about this."

Mayor Carlson: "There is no conflict of interest. When there's a conflict of interest it's pretty obvious, but at this point in time there's not. Please."

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Jodi Bingham questioned if the requestor has indicated that she won't pay the FOIA invoice. City Clerk Ochs stated that the FOIA request has sat in her office for five months and her goal was to finalize the issue; the City has been sending the requestor statements on a monthly basis and she has been contacted by phone. Ms. Bingham stated that if the requestor is not coming forward to pay the bill she hoped that Council would move forward with securing payment of this invoice.

Art Nash stated in his career with the Department of Environmental Quality, he oversaw the person responsible for the FOIA requests. He stated that they had hundreds if not thousands of requests each year and he can imagine the amount of time spent on such a request. He stated that often the requests were meant to stymie the agency, but they always made the requestors pay for the requests. He felt that not making them pay would have been bad governance and bad governance is what this Council would be doing if they don't make this individual pay for the FOIA request.

The Mayor closed the item to public comment.

City Manager Straebel stated that, because Ms. Roth did not pick up the requested documents it has become a frivolous request and he was dumbfounded as to why the City Council would consider waiving these fees. He sees no public benefit to the community on this.

City Clerk Ochs stated there are such things as "nuisance FOIA's" and if this fee is waived and the City was to get nuisance FOIA's on a regular basis "it would just paralyze us"; she stated that she had five FOIA's this week.

Motion by Councilmember Porter, seconded by Councilmember Gibson, to seek legal recourse and collect the fee through small claims court.

Yeas: Cole, Gennett, Gibson, Porter, Campbell  
Nays: None  
Absent: Stevens

G. Discussion Regarding the City Clerk Position.

City Manager Straebel stated that the discussion on this item had to do with whether the City Clerk position should be an elected or appointed position. He stated that currently the position is elected and is a position in the City Charter. City Clerk Ochs has decided not to seek re-election. He stated that this had nothing to do with City Clerk Ochs' performance over the last nine years and that she has done an exemplary job for the City. He stated that this matter was related to the professional nature of this position and whether or not the City can get a City Clerk to work for the City of Charlevoix through an election. He stated that currently Larry Sullivan has filed a petition to have his name on the ballot for the position in November; Mr. Sullivan is also a County Commissioner and the City is looking into whether or not there is a conflict of interest with being a County Commissioner and a City Clerk.

City Manager Straebel stated that an elected clerk may or may not have the skill sets needed for the position. If the Clerk does not have these skill sets, the elected clerk would need to be sent to training at a cost to the City. He stated that, in reviewing information from the Michigan Municipal League, the majority of Clerks are appointed positions. Such a change to an appointed position would require a Charter amendment.

City Clerk Ochs stated that she can see the benefits of both an elected or an appointed Clerk, but that at a very minimum that the Council may wish to consider at least making the position a 4-year term rather than a 2-year term of office for an elected Clerk.

Councilmember Campbell stated that he would have been uncomfortable with this discussion if Ms. Ochs had filed to run for another term, but she did not file, and that with Rick Brandi, City Treasurer, retiring that it would be a good time to discuss the possibility of combining those positions. He stated that it wouldn't matter to him so much if it was a Council appointment or a City Manager appointment. Councilmember Gennett felt that it would be worth investigating, but one person could not juggle both of those jobs without having support staff.

City Clerk Ochs stated that there are some separation of duties issues between the City Treasurer and the Clerk and clearly other municipalities have found a way to separate those duties.

Councilmember Cole stated he did not see how one person could do both jobs. Mayor Carlson stated that he did like the idea of making the position appointed rather than an elected position. City Clerk Ochs reviewed the process for a Charter amendment, and stated that it did not look like this Charter amendment could be on the November ballot. City Manager Straebel stated that he would look at different options to restructure the position and would discuss the matter further with the Council in the future.

H. Discussion Regarding Restructuring the DDA Director Position.

City Manager Straebel stated that he attended a recent Downtown Development Authority (DDA) meeting and discussed the vacant Director position. He stated that there was a lot of discussion regarding whether the position was a fulltime or part-time position. He stated that there was consensus among the DDA members that it should not be a fulltime position but there was also discussion regarding partnering with the City and combining the position to be in charge of business recruitment and retention for the entire City. He stated that per State Statute any funds raised within the DDA District have to be spent within the DDA District, therefore the DDA Director cannot work outside the boundaries of the DDA. DDA consensus, not unanimous, was to approach Council to discuss this joint position as a DDA and City position and get some feedback from the City Council. There was not a true consensus amongst the DDA members but they thought it was worthy of discussion, but anything formal should go back to the DDA. If the Council was interested in looking at this, the HR Assistant had developed a draft job description for the fulltime position shared with the City, and she could draft a job description for a part-time position for the DDA. He stated that staff could take that back to the DDA for a formal vote on whether they would like to partner with the City or just hire a part-time Executive Director for the DDA.

Mayor Carlson stated that by combining the position they would be looking at working on economic development efforts for the whole community. He stated if the DDA wanted to go back to a part-time position, in partnering with the City this would allow that to be a fulltime position with the individual working 10 to 20 hours per week for the City. Councilmember Campbell stated he was not in favor of that as they had just lost Keith Carey and he felt that the problem Charlevoix had is that the rents are atrocious, so the City was not going to pull anyone in here without the landlords lowering the rent. Mayor Carlson stated that by combining the position they would be working on economic development efforts for the whole community.

Councilmember Cole felt it was a good idea to have the joint position. Councilmember Porter stated that most of the jobs that have been lost have been in industry and small business; they had not been lost in the DDA district particularly. He felt that the City might look at 20 hours a week as opposed to 10 hours. City Manager Straebel stated that 20 hours to the City equates to \$40,000 with benefits and that was a lot of money when there are a lot of funding sources in jeopardy. His recommendation would be that, if the City wanted to partner with the DDA, the City take the 10 hours, and the DDA take 30 hours per week.

The Mayor opened the item to public comments.

Jodi Bingham stated that as a downtown business owner she has been here for six years, it is possible to succeed and you can do it

but you need to work with your landlord. It has nothing to do with the DDA Director's position. She stated Mr. Carey did a lot more in getting businesses to town than just getting them to look at a store space. She stated that Mr. Carey single-handedly organized Flurry Fest. She was concerned with having a reduction to the position and that it would be very hard to attract the right person for that position if only offering them a part-time position. She stated that Mr. Carey was extremely instrumental in the Up North 4<sup>th</sup>. She stated that there has been a pull away from the Chamber from the downtown and Mr. Carey was her only outlet to talk about ideas for retail in the downtown area. She expressed concerns with making the DDA Director a joint position.

Kirby Dipert stated that the reason businesses fail in downtown Charlevoix, Petoskey, or Harbor Springs is that they do not have a good business plan, they are not properly capitalized, and the owner of the business is not willing to go to work every day. He stated that the rents have come down considerably in the last few years. He stated that, as a DDA member, he is not in favor of a fulltime or shared position. He stated that he felt they needed someone 3-4 hours a day to work in the office, develop the budget, and prepare DDA agendas and minutes, and that if they were able to hire a part-time position the cost comes down substantially because of not having to pay the cost for benefits. He felt that the savings could be put back into marketing efforts.

John Yaroch stated that he was also a DDA member and he was very much in favor of a shared position and that this was a tremendous opportunity for the City and the DDA to preserve the integrity and economic viability of the downtown community by "having someone steering the ship" but also having someone actively and aggressively pursuing our efforts to increase the economic base of the community at large by adding business and industry to the Charlevoix community and creating year-round jobs.

DDA member Dan Barron echoed Mr. Yaroch's sentiments. He felt that this position had the possibility to change some market circumstances. He stated that Charlevoix needed to start bringing small groups (50-100) of professionals into the City in the off seasons and he felt that would make an enormous impact on the downtown and this position can facilitate those types of initiatives.

The Mayor closed the item to public comments.

Mayor Carlson stated that it appeared that the Council was generally in favor of entertaining a 30/10 hour per week shared position and the matter would go back to the DDA and the Council for further approval.

**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**

**A. Consideration to Approve a Resolution Supporting the S-2 Grant**

Motion by Councilmember Lyle Gennett, seconded by Councilmember Gabe Campbell, to approve Resolution 2013-06-01 as follows:

**CITY OF CHARLEVOIX  
COUNTY OF CHARLEVOIX  
RESOLUTION 2013-06-01  
RESOLUTION AUTHORIZING THE S2 GRANT AGREEMENT**

WHEREAS, Part 52 (strategic water quality initiatives) of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended ("Part 52"), provides at MCL 324.5204a that the Michigan Finance Authority (the "MFA") in consultation with the Michigan Department of Environmental Quality (the "DEQ") shall establish a strategic water quality initiatives grant program; and

WHEREAS, in accordance with the provisions of 2010 PA 231, which provides grants to assist municipalities in completing loan application requirements under MCL 324.5308 or completing loan application requirements for other sources of financing for sewage treatment works projects, storm water treatment projects or nonpoint source projects; and

WHEREAS, in accordance with the provisions of 1985 PA 227, as amended, Part 52, and other applicable provisions of law, the MFA, the DEQ, and the Municipality that is a grant recipient shall enter into a grant agreement (the "S2 Grant Agreement") that requires the Municipality to repay the grant under certain conditions as set forth in MCL 324.5204a, as amended; and

WHEREAS, the Municipality does hereby determine it necessary to undertake planning, revenue system development, and/or design activities related to a project for which it intends to seek financing for construction; and

WHEREAS, it is the determination of the Municipality that at this time, a grant in the aggregate principal amount not to exceed \$910,000.00 ("Grant") be requested from the MFA and the DEQ to pay for the planning and/or design activities; and

WHEREAS, the Municipality shall obtain this Grant by entering into the S2 Grant Agreement with the MFA and the DEQ.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Charlevoix City Manager, a position currently held by Rob Straebel, is designated as the Authorized Representative for purposes of the S2 Grant Agreement.
2. The proposed form of the S2 Grant Agreement between the Municipality, the MFA and DEQ (attached hereto as Appendix I) is hereby approved and the Authorized Representative is authorized and directed to execute the S-2 Grant Agreement with such revisions as are permitted by law and agreed to by the Authorized Representative.
3. The Municipality shall repay the Grant, within 90 days of being informed to do so, with interest at a rate not to exceed 8 percent per year, to the Authority if any of the following conditions occur:
  - (a) the Municipality fails to submit an administratively complete loan application for assistance from the SRF, the SWQIF or other source of financing for the project within 3 years of the Grant award;
  - (b) the project has been identified as being in the fundable range or is approved for funding from another source and the Municipality declines loan assistance for 2 consecutive fiscal years unless the Municipality proceeds with funding from another source; or

(c) the Municipality is unable to, or decides not to, proceed with constructing the project.

4. The Grant, if repayable, shall be a first budget obligation from the general funds of the Municipality, and the Municipality is required, if necessary, to levy ad valorem taxes on all taxable property in the Municipality for the payment thereof, subject to applicable constitutional, statutory and Municipality tax rate limitations.
5. The Municipality shall not invest, reinvest or accumulate any moneys deemed to be Grant funds, nor shall it use Grant funds for the general local government administration activities or activities performed by municipal employees.
6. The Authorized Representative is hereby jointly or severally authorized to take any actions necessary to comply with the requirements of the MFA and the DEQ in connection with the issuance of the Grant. The Authorized Representative is hereby jointly or severally authorized to execute and deliver such other contracts, certificates, documents, instruments, applications and other papers as may be required by the MFA or the DEQ or as may be otherwise necessary to effect the approval and delivery of the Grant.
7. The Municipality acknowledges that the S2 Grant Agreement is a contract between the Municipality, the MFA and the DEQ.
8. All resolutions and parts of resolution insofar as they conflict with the provisions of this Resolution are rescinded.

RESOLVED, this 3<sup>rd</sup> day of June, A.D 2013.

Resolution adopted by the following yea and nay vote:

Yeas: Cole, Gennett, Gibson, Porter, Campbell  
 Nays: None  
 Absent: Stevens

**X. Ordinances**  
 None.

**XI. Miscellaneous Business**

Mayor Carlson stated that he had two appointments to make. He wanted to reappoint Ken Polakowski to the Shade Tree Commission.

Motion by Councilmember Campbell, seconded by Councilmember Cole, to approve the Mayor's reappointment of Ken Polakowski to the Shade Tree Commission.

Yeas: Cole, Gennett, Gibson, Porter, Campbell  
 Nays: None  
 Absent: Stevens

Mayor Carlson said that he also wanted to reappoint Linda Mason to the Historic District Commission.

Motion by Councilmember Campbell, seconded by Councilmember Gennett to approve the Mayor's reappointment of Linda Mason to the Historic District Commission.

Yeas: Cole, Gennett, Gibson, Porter, Campbell  
 Nays: None  
 Absent: Stevens

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

Bob Timms questioned the double yellow lines on State Street and Park Avenue. City Manager Straebel stated that he has looked into that and it was recommended by both the Police Chief and the Public Works Director and the cost was \$200 to stripe those two streets. He stated that he felt it had clarified some of confusion and the turning lanes of the two roads in question.

Bob Timms questioned if the Councilmembers had looked at the island at the west end of Clinton Street and navigated the S-turn coming east and stated that, if they had not, the Council should take a look at that area. Councilmember Porter stated that he liked it.

**XIII. Adjourn**

The Mayor stated if there were no objections, the meeting would adjourn.  
 There were no objections.  
 Meeting adjourned at 10:04 p.m.

Carol A. Ochs	City Clerk	Norman L. Carlson, Jr.	Mayor
<b>Accounts Payable – 05/23/2013</b>			
AT&T MOBILITY	72.54	PRIORITY HEALTH	38,523.08
CHARLEVOIX COUNTY TREASURER	61,352.74	STANDARD INSURANCE CO	1,371.32
CHARLEVOIX STATE BANK	5,539.43	VERIZON WIRELESS	56.72
DELTA DENTAL	4,321.42	VISION SERVICE PLAN	480.74
GREAT LAKES ENERGY	244.06	<b>TOTAL</b>	<b>111,962.05</b>
<b>Accounts Payable – 06/04/2013</b>			
AIRGAS USA LLC	931.25	AVFUEL CORPORATION	15,034.50
ALLEY CATS MUSIC INC.	1,000.00	B & B MANUFACTURING INC	313.86
ALL-PHASE ELECTRIC SUPPLY CO.	362.52	B & L SOUND INC	53.27
AMERICAN LEGION AUXILLARY	600.80	BANDIT INDUSTRIES INC	162.56
APPLIED INDUSTRIAL TECH	51.02	BRADY'S CARPET CLEANING	460.00
AT&T LONG DISTANCE	525.29	BRANDI, RICHARD	41.00

CAPTAIN'S CORNER LLC	3,200.00	MUELLER, GEORGE	32.08
CENTRAL DRUG STORE	41.46	N M A C P	50.00
CHARLEVOIX CONVENTION &	5,000.00	NASH, JENNIFER	41.00
CHARLEVOIX SEWER & DRAIN	275.00	NETSOURCE ONE INC.	490.92
CHARLEVOIX TOWNSHIP	15.23	NORTHERN FIRE & SAFETY INC.	208.00
CHERRY HILL GREENHOUSE	200.00	NORTHERN LIGHTS FAMILY	1,078.50
CINTAS FAS LOCKBOX 636525	143.19	NORTHERN MICHIGAN HARDWOODS	1,276.50
COOPER POWER SYSTEMS LLC	11,348.90	NORTHERN MICHIGAN JANITORIAL	87.20
CSI EMERGENCY APPARATUS LLC	4,218.72	NORTHERN PUMP SERVICE INC.	3,684.82
DAVIS, RON	39.21	NORTHWEST DESIGN GROUP	1,067.00
DC ASSESSING SERVICES LLC	4,291.92	OLD DOMINION BRUSH	363.62
DOAN, GERARD	41.00	ORBAN, BARBARA	795.00
DTE ENERGY	318.37	PARASTAR INC.	1,493.19
EJ USA INC.	270.13	PEARSALL, MICHAEL	450.00
ELLIOTT, PATRICK M.	41.00	PELLSTON A.R.F.F. INC.	500.00
EMERGENCY MEDICAL PRODUCTS INC	284.83	PERFORMANCE ENGINEERS INC	8,032.50
EVANS, HAL	41.00	PETOSKEY BAND BOOSTERS	1,000.00
EVES, ROBERT	56.18	PLUNKETT & COONEY	200.00
FASTENAL COMPANY	101.35	POLLARDWATER.COM - EAST	100.83
FISHER SCIENTIFIC	636.02	POLLUTION CONTROL SERVICES INC	8,924.24
FOERCH, JAMES STEELE	500.00	POWER LINE SUPPLY	2,034.58
FORE-EVER-MARKED INC.	32.30	PREIN & NEWHOF	12,207.45
FREIDINGER M.D., REED K.	170.00	PURITY CYLINDER GASES INC	134.25
GALLS AN ARAMARK COMPANY	256.00	PVS TECHNOLOGIES INC	6,212.01
GBS INC.	260.33	R & R PRODUCTS INC	93.71
GREAT LAKES CHAMBER ORCHESTRA	750.00	REHMANN-ROBSON & CO	9,000.00
GREAT LAKES ELEVATOR LLC	289.80	RESIDEX LLC	635.03
GREAT LAKES ENERGY	5,715.00	SHARROW MASONRY INC	692.50
GRIFFIN BEVERAGE CO	97.18	SHINDORF BUILDERS	420.00
GRP ENGINEERING INC.	2,153.76	SIGMA-ALDRICH RTC	372.01
HAND, HEATHER	41.00	SNYDER, DENNY	500.00
HANKINS, SCOTT	41.00	SPARTAN DISTRIBUTORS INC	1,234.64
HARRELL'S	6,363.89	SPENCER, MICHAEL	41.00
HEID, THOMAS J.	41.00	STATE OF MICHIGAN	2,498.62
HI-LINE UTILITY SUPPLY	735.24	STRAEBEL, ROBERT J.	41.00
HYDE SERVICES LLC	29.90	SWEM, DONALD L.	89.00
INDEPENDENT DRAFTING SERVICES	928.00	SYSTEMS SPECIALISTS INC	365.00
INTELLIGENT PRODUCTS INC	1,528.59	TEUNIS, STEVEN	41.00
IVAN, PAUL	41.00	TRI-TURF	97.38
J & B MEDICAL SUPPLY INC.	190.86	TURFGRASS INC	465.50
JACK DOHENY SUPPLIES INC	3,900.00	UPHILL PRODUCTIONS	1,000.00
KMart	173.76	USA BLUE BOOK	880.76
KORTHASE FLINN	12.75	WARD BROTHERS BOATS INC	86.39
KSS ENTERPRISES	2,021.77	WATCH INC.	175.00
LAKESHORE TIRE & AUTO SERVICE	19.95	WELLER, LINDA	41.00
LSL PLANNING INC.	1,193.30	WHITLEY, GREGG	64.16
MANAGEMENT AND BEHAVIOR	240.75	WILKIN, AMANDA	41.00
MICHIGAN KENWORTH	426.61	WOOD, NANCY	183.80
MICHIGAN MUNICIPAL LEAGUE	11,164.00	WOODY, SCOTT	41.00
MIKE'S GLASS	69.42	YOUNG GRAHAM	14,044.00
MISS DIG SYSTEM INC	375.92	<b>TOTAL</b>	<b>173,469.85</b>

**Accounts Payable - 05/24/2013**

**Tax Disbursements**

CHARLEVOIX COUNTY TREASURER	411.69	CHARLEVOIX PUBLIC SCHOOLS	354.52
CHARLEVOIX DISTRICT LIBRARY	729.90	CITY OF CHARLEVOIX - TAXES DUE	4,937.02
CHARLEVOIX PUBLIC SCHOOLS	120.13	RECREATIONAL AUTHORITY	131.32
CHARLEVOIX PUBLIC SCHOOLS	705.92	<b>TOTAL</b>	<b>7,414.54</b>
CHARLEVOIX PUBLIC SCHOOLS	24.04		

**ACH Payments - 05/17/2013 - 05/28/2013**

STATE OF MI (APRIL SALES TAX)	9,037.24	VANTAGEPOINT (401 ICMA PLAN)	713.78
STATE OF MI (APRIL WITHHOLDING)	23,357.37	MERS OF MICHIGAN	23,610.89
MI PUBLIC POWER AGENCY	35,506.43	MI PUBLIC POWER AGENCY	219,388.64
IRS (PAYROLL TAX DEPOSIT)	32,780.34	MI PUBLIC POWER AGENCY	24,726.23
STATE OF MI (05/24/13 WITHHOLDING)	4,801.29	<b>TOTAL</b>	<b>385,890.83</b>
VANTAGEPOINT (457 ICMA PLAN)	11,968.62		

**PAYROLL: NET PAY**

**Pay Period Ending 05/18/2013 - Paid 05/24/2013**

PICHA, C JILL	388.09	WARNER, JANINE M.	937.61
KUSINA, DENNIS	388.09	EVANS JR, HALBERT K.	1,407.82
VOLLMER, BRYAN R.	162.35	KLOOSTER, PATRICK H.	172.12
WELLER, LINDA JO	1,318.12	LEE, LOREN G.	238.85
STRAEBEL, ROBERT J.	1,986.92	BINGHAM, LARRY E.	260.18
BRANDI, RICHARD M.	1,795.76	GREYERBIEHL, KELLY M.	327.10
LOY, EVELYN R.	977.00	KALBFELL, ELLE L.	286.24
KLOOSTER, ALIDA K.	1,243.94	IVAN, PAUL M.	1,689.18
BROWN, STEPHANIE C.	1,119.49	SCHWARTZFISHER, JOSEPH L.	1,245.36
OCHS, CAROL A.	910.10	ROLOFF, ROBERT P.	1,603.22
CAREY, KEITH V.	1,153.60	BRODIN, WILLIAM C.	1,435.69
SPENCER, MICHAEL D.	1,514.20	RILEY, DENISE M.	347.47
SPENCLEY, PATRICIA L.	997.04	WURST, RANDALL W.	1,412.16
NASH, JENNIFER B.	766.28	MAYER, SHELLEY L.	1,421.85
PANOFF, ZACHARY R.	702.10	HILLING, NICHOLAS A.	1,376.93
DOAN, GERARD P.	1,210.87	MEIER III, CHARLES A.	1,449.73
SHRIFT, PETER R.	1,170.03	NISWANDER, JOSEPH F.	1,427.32
SCHLAPPI, JAMES L.	1,138.51	BLANCHARD, SCOTT W.	1,666.10
UMULIS, MATTHEW T.	1,239.05	FRYE, EDWARD J.	966.85
HANKINS, SCOTT A.	1,441.76	JONES, TERRI L.	807.66
ORBAN, BARBARA K.	1,198.46	SWEM, DONALD L.	1,626.82
TRAEGER, JASON A.	1,128.43	EATON, BRAD A.	1,818.27

WILSON, TIMOTHY J.	1,851.83	MACLEOD, SAMUEL R.	464.80
LAVOIE, RICHARD L.	1,223.53	STEIN, MARK G.	55.50
STEVENS, BRANDON C.	1,182.47	WOODY, SCOTT R.	1,520.01
WHITLEY, ANDREW T.	1,165.54	VANLOO, JOSEPH G.	611.01
DRAVES, MARTIN J.	1,627.97	TOUGH, KENDALL J.	636.08
ELLIOTT, PATRICK M.	1,527.14	HAND, HEATHER K.	771.21
MORRISON, KEVIN P.	1,007.54	SCHNEIDER, DENNIS R.	567.11
HODGE, MICHAEL J.	1,060.28	RUPINSKI, PETER J.	525.15
WELLS JR., DONALD E.	1,281.35	AOWN, JOSHUA M.	53.34
BRADLEY, KELLY R.	1,218.69	STEVENS, JEFFREY W.	80.96
WILSON, RICHARD J.	1,036.16	MATTER, DAWSON K.	617.68
HART II, DELBERT W.	788.71	MARSH JR., JAMES D.	70.65
JOHNSON, STEVEN P.	1,026.29	RILEY, TIMOTHY	88.33
JONES, ROBERT F.	1,040.84	RAMSEY, KYLE J.	84.61
DORAN, JUSTIN J.	1,261.82	RILEY, CASEY W.	165.04
BISHAW, JAMES H.	652.16	THORMAN, MIKAYLA R.	73.58
TOWSLEY, CALVIN J.	599.76	JONES, LARRY M.	716.57
SCAFIDI, DAVID J.	402.29	OCHS, THOMAS F	20.77
MANKER JR, DAVID W.	404.83	SCOTT JR., WINFIELD	39.65
NEUMANN, DANA L.	497.70	SILVA, JESSE L.	385.34
BECKER, MICHAEL S.	258.38	KITELEY, FISHER L.	182.33
ADAMS, JUSTEENA R.	258.38	COLLINS, CHAD M.	17.62
HERRIMAN, COBY M.	258.38	RILEY, DANIEL	594.12
LEUSINK, DANIEL L.	263.38	BERGMANN, DOUGLAS M.	19.81
MCGHEE, ROBERT R.	1,038.42	WHITLEY, ADAM	226.81
BRADLEY, ASHLIE D.	570.80	SCHOOF, WILLIAM R.	490.01
MANKER SR, DAVID W.	605.91	TRAVERS, MANUEL J.	126.75
WILKIN, AMANDA J.	868.04	ROLOFF, AUDREY M.	699.91
KLOOSTER, SUSAN E.	42.71	BRENNAN, PEGGY L.	189.75
STEBE, LAURA A.	22.39	DROST, PATRICIA A.	155.00
AMSTUTZ, LINDA J.	309.31	DZIEDZIC, MARY ALICE	112.50
CRAIN, CODY A.	455.88	LEFT, LILLIAN M.	155.00
HEID, THOMAS J	1,245.15	BUDAY, JOAN E.	162.75
WESCOTT, DENNIS M.	64.71	STEPHAN, MARY ANN	155.00
BAIER, GEORGE A.	324.09	LEWIS, LOIS E.	155.00
STEIN, DONNA E.	135.77	PICOTTE, DIANE M.	189.75
CURTIS, DENNIS E.	780.60	DOAN, CECELIA E.	155.00
GRUNCH, RONALD J.	191.61	COLT, JUDITH C.	155.00
DURRENBERGER, LARRY J	189.11	SOBLESKI, AUTUMN R.	155.00
RYPSTRA III, BART	120.10	BROWN, MELINA M.	35.00
DAVIS, RONALD L.	157.97		
GILL, DAVID R.	903.85	<b>TOTAL</b>	<b>89,476.06</b>

**PAYROLL: TRANSMITTAL**  
**05/24/2013**

AMERICAN FAMILY LIFE	158.34	INDIANA STATE	80.00
AMERICAN FAMILY LIFE	244.27	MERS	390.00
BAY WINDS FEDERAL CREDIT UNION	50.00	MI STATE DISBURSEMENT UNIT	697.56
CHAR EM UNITED WAY	103.54	NORTHWESTERN BANK	300.00
CHARLEVOIX STATE BANK	985.39	PRIORITY HEALTH	665.89
COMMUNICATION WORKERS OF AMER	510.26	<b>TOTAL</b>	<b>4,185.25</b>