

**CITY OF CHARLEVOIX**  
**REGULAR CITY COUNCIL MEETING MINUTES**  
**Monday, July 17, 2017 – 7:00 p.m.**  
Council Chambers, 210 State Street, Charlevoix, MI

The meeting was called to order at 7:00 p.m. by Mayor Luther Kurtz.

**1. Pledge of Allegiance**

**2. Roll Call**

Mayor: Luther Kurtz  
Members Present: Councilmembers Shane Cole, Shirley Gibson, Aaron Hagen, Janet Kalbfell, Tom Oleksy, Leon Perron  
Members Absent: None  
City Manager: Mark Heydlauff  
City Clerk: Joyce Golding

**3. Presentations**

**4. Inquiry Regarding Conflicts of Interest**

Mayor Kurtz stated that he would recuse himself from the hangar site plan approval.

**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 – July 3, 2017 Regular Meeting
- B. Accounts Payable and Payroll Check Registers
  - a. Regular Accounts Payable Check Register – July 18, 2017
  - b. ACH Payments – July 3, 2017 to July 14, 2017
  - c. Payroll Check Register – July 14, 2017
  - d. Payroll Transmittal – July 14, 2017
- C. MML Workers Compensation Fund Board Election
- D. Request by Charlevoix Yacht Club for Free Parking – Nucore Triangle and Red Fox Regatta

**CITY OF CHARLEVOIX**  
**RESOLUTION NO. 2017-07-03**  
**WAIVE PARKING FEES FOR CHARLEVOIX YACHT CLUB**

**WHEREAS,** *the Charlevoix Yacht Club is hosting the Nucore Triangle Race on September 1 and the Red Fox Regatta on September 2–3, 2017; and*

**WHEREAS,** *the Charlevoix Yacht Club is requesting that parking fees be waived for the races; and*

**WHEREAS,** *the City Code permits the City Council to waive parking fees for special or public events.*

**NOW THEREFORE BE IT RESOLVED,** *that the City Council of the City of Charlevoix, hereby waives parking fees for the Nucore Triangle Race on September 1 and the Red Fox Regatta on September 2–3, 2017.*

**RESOLVED** *this 17th day of July, 2017 A.D.*

*Resolution was adopted by the following yea and nay vote:*

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

Motion by Councilmember Hagen, second by Councilmember Gibson, to approve the Consent Agenda.

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

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

**7. All Other Actions & Requests**

- A. Site Plan Approval: Sutton Hangar

Mayor Kurtz recused himself. Staff Planner Crafts stated that the applicant, Mr. Kermit Sutton, represented by Jim Malewitz, Performance Engineers, is proposing a 7,200 square foot non-commercial aviation hangar. The proposed development meets all requirements of the Zoning Ordinance and the Planning Commission has unanimously recommended approval with conditions. There are no public safety concerns with the proposal.

Councilmember Gibson stated that the Airport Advisory Committee vetted the proposal and gave their approval.

Deputy Mayor Cole opened the item to public comment. There was no comment and the item was closed.

Motion by Councilmember Gibson, second by Councilmember Kalbfell, to approve Project 2017-07 SP with conditions.

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

Nays: None

Councilmember Gibson noted that the Planning Commission recommended that Council consider extending the sanitary sewer system throughout the entire Airport and consider designating future lease areas for development in the Airport's Master Plan, rather than approving space on a case-by-case basis.

**B. Sale of Fire Truck**

Mayor Kurtz returned to the dais. City Manager Heydlauff stated that the City owns a 1998 tanker with a water tank leak and the repair cost is estimated at \$3,500. He stated that Chief Thorp believes the vehicle is unnecessary for our fire service needs and recommended that the tanker be sold on consignment with Firetec for a 10% commission. Chief Thorp noted that the sale will leave the fleet with three serviceable tankers and suggested that proceeds from the sale could be set aside for future repairs on other equipment.

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

Motion by Councilmember Kalbfell, second by Councilmember Oleksy, to authorize the City Manager to sign the Listing and Marketing Commission Agreement with Firetec and authorize the City Manager to sell the 1998 CSI Tanker at a reasonable market-based price.

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

Nays: None

**8. Reports & Communications**

**A. Public Comments**

Mike Doherty restated that very little was going on with Lake Michigan Beach Park cleanup. He felt that the progress on the park was questionable. He also restated that Park Avenue was the most dangerous street in the City from a safety perspective.

Shelly Langeweg questioned whether she could use her weed-wacker to cut down vegetation in the park. She agreed with Mr. Doherty. She noted that she heard positive comments regarding downtown businesses.

**B. City Manager Comments**

City Manager Heydlauff reported on the following:

- Proposal for the Chamber audio visual equipment is forthcoming
- Thanks to the DPW crew for their efforts preparing for Venetian
- Directional signage will be installed for Cross Fisheries and Grey Gables during the Venetian street closure
- Special Council meeting was requested for July 31<sup>st</sup> to consider infrastructure work

**C. Mayor & Council Comments**

Councilmember Kalbfell questioned the status of the Shade Tree Commission's park management plan and City Manager Heydlauff responded that the request for proposal for the design work should be issued in September.

Councilmember Gibson thanked the Clerk for researching meeting audio retention. Council agreed to continue with the current retention schedule as well as noting "for the record" during meetings when they would like specific comments included in the minutes. She also questioned when the County Prosecutor would do his job with regards to the August 2016 litigation involving illegal tree cutting at Michigan Beach Park.

Mayor Kurtz thanked City Staff and Chief Thorp for their assistance during Venetian.

**9. Other Council Business**

**10. Adjourn**

The Mayor adjourned the meeting at 7:22 p.m.

Joyce M. Golding

City Clerk

Luther Kurtz

Mayor

**Regular Accounts Payable – 07/18/2017**

ABRAMOWSKI, DWAIN M.	100.00	MICHIGAN MUSHROOM MARKET LLC	31.00
ACE HARDWARE	4,333.53	MICHIGAN OFFICEWAYS INC	2,232.87
ALL-PHASE ELECTRIC SUPPLY CO.	894.21	NEALIS ENGINEERING	427.50
AMERICAN WASTE INC.	3,185.20	NORTH SEAS GALLERY	2,450.00
APX INC.	50.82	NORTHERN MICHIGAN DUST CONTROL	288.00
AUTO VALUE	472.42	NORTHERN SAFETY CO INC	37.24
AVFUEL CORPORATION	14,093.53	NORTHWEST DESIGN GROUP	2,275.00
BEAN, PETER	25.14	NOVUSOLUTIONS	5,700.00
BEAVER RESEARCH COMPANY	134.27	NYE UNIFORM CO	213.31
BEIJO DE CHOCOLAT LLC	13.00	ORBAN, BARBARA K.	164.56
BELFY, RONALD	140.07	O'REILLY AUTOMOTIVE INC	12.99
BERG, REBECCA	124.00	OSTLUND PEST CONTROL LLC	425.00
CARQUEST OF CHARLEVOIX	3,439.05	PARASTAR INC.	1,017.07
CHAPDELAIN, EMILY	50.00	PERFORMANCE ENGINEERS INC	7,039.44
CHARLEVOIX COUNTY	12,000.00	PETOSKEY BAND BOOSTERS	2,000.00
CHARLEVOIX COUNTY TREASURER	306.15	POLYDYNE INC	506.00
CHARLEVOIX GLASS INC.	220.19	POND HILL FARM LLC	224.00
CHARLEVOIX SCREEN MASTERS INC	549.25	PRATER DAY	1,000.00
CHARTER COMMUNICATIONS	1,012.56	PRESTON FEATHER	1,653.93
CHEMICAL SYSTEMS INC.	2,240.00	PRO WEB MARKETING LLC	20.00
CINTAS CORPORATION	184.35	PROFESSIONAL SOFTWARE & SERVICES	305.00
CINTAS CORPORATION #729	50.95	PROVIDENCE FARM LLC	321.00
CITY OF CHARLEVOIX - UTILITIES	32,548.54	PURITY CYLINDER GASES INC	158.83
COOK FAMILY FARMS	158.00	PVS TECHNOLOGIES INC	5,940.56
CSI EMERGENCY APPARATUS LLC	285.00	QUICK CARE MEDICAL CENTER	98.00
DHASELEER, CARL	67.00	R & R PRODUCTS INC	95.09
DISTRICT 21 SOFTBALL	100.00	RANGE TELECOMMUNICATIONS	152.40
DITCH WITCH SALES OF MICHIGAN	859.88	RESIDEX LLC	149.94
DORNBOS SIGN INC.	8,269.91	REVOLUTION BIKE LLC	552.48
ELLSWORTH FARMER'S EXCHANGE	256.00	ROCKY TOP FARMS	33.00
EMERGENCY MEDICAL PRODUCTS INC	430.20	RUSTIC BAKER	28.00
EMMET BRICK & BLOCK	529.47	S&W HEALTHCARE CORPORATION	234.93
ENERGIS HIGH VOLTAGE RESOURCES C	1,133.00	SEARS COMMERCIAL ONE	509.99
FAMILY FARM & HOME	593.36	SHARROW MASONRY INC	6,105.50
FARMER WHITE'S	102.00	SHINDORF BUILDERS	1,203.00
FASTENAL COMPANY	73.27	SIEGRIST, DAVID	54.00
FISHER SCIENTIFIC	1,131.17	SITE ONE LANDSCAPE SUPPLY	218.24
FREEDOM MAILING SERVICES INC.	2,280.42	SNAP-ON	239.90
GELDERBLOM, PAUL	25.00	SOS ANALYTICAL	550.00
GERBER HOMEMADE SWEETS	66.00	SPARTAN DISTRIBUTORS INC	216.34
GORDON FOOD SERVICE	41.97	SUPERIOR MECHANICAL	1,116.44
GREAT LAKES ELEVATOR LLC	1,550.00	SWANK MOTION PICTURES	363.00
GRIFFIN BEVERAGE CO	80.00	SWANSON K & D INC	4,750.00
GUNTZVILLER, RHONDA	412.00	SYLVESTER, JAMIE	75.00
HARRELL'S	1,029.72	SYSTEMS SPECIALISTS INC	1,200.00
HEP'S HOMEBAKED GRANOLA	7.00	THE MOXIE STRINGS	1,200.00
HOBSON, PAMELA	100.00	TRI-TURF	240.00
HYDRO CORP	515.00	UNITED STATES PLASTIC CORP.	168.45
JACK DOHENY SUPPLIES INC	1,335.79	UP NORTH PROPERTY SERVICES LLC	4,437.00
JANE'S SASSY SALSA	90.00	USA BLUE BOOK	1,526.92
JESS CONSTRUCTION CO. INC.	3,315.00	VILLAGE GRAPHICS INC.	140.00
KMart	38.48	WASHBURNE, BRENDA	50.00
KSS ENTERPRISES	888.23	WATTA COOKIE LLC	13.00
LOTTIE'S BAGELS	140.00	WILBERT BURIAL VAULT CO	336.64
MACDONALD GARBER	350.00	WINNIE'S ORIGINAL LLC	13.00
MCCARDEL CULLIGAN-PETOSKEY	50.00	WITTHOEFT, CHARLES	150.00
METTLER TOLEDO INC	649.44	WORK & PLAY SHOP	252.09
MICHELS, CHRISTOPHER	150.00	<b>TOTAL</b>	<b>164,185.19</b>

**ACH Payments – 07/03/2017 to 07/14/2017**

MI PUBLIC POWER AGENCY	18,618.39	ALERUS FINANCIAL (HCSP)	420.00
PAYMENT SERVICE NETWORK	236.90	STATE OF MI (WITHHOLDING TAX)	5,952.48
STATE OF MI (SALES TAX)	21,329.45	VANTAGEPOINT (401 ICMA PLAN)	713.94
MI PUBLIC POWER AGENCY	11,964.07	VANTAGEPOINT (457 ICMA PLAN)	13,016.80
DTE ENERGY	2,181.82	VANTAGEPOINT (ROTH IRA)	961.53
IRS (PAYROLL TAX DEPOSIT)	41,392.18	<b>TOTAL</b>	<b>116,787.56</b>

**Payroll Net Pay – Pay Period Ending 07/08/2017 (Paid 07/14/2017)**

GIBSON, SHIRLEY J.	710.12	HAWKINS, JAMES S.	419.80
PERRON, LEON R.	427.93	MCGHEE, ROBERT R.	980.51
KURTZ, LUTHER J.	794.21	ALDEN, CAMDEN D.	557.52
HAGEN, AARON W.	385.56	MUMICH, BARRY J.	555.70
OLEKSY, THOMAS M.	378.82	CRANDELL, ZACKARY R.	598.71
KALBFELL, JANET P.	397.10	LEITNER, RYAN S.	725.48
WELLER, LINDA JO	1,499.87	FERGUSON, ROYCE L.	679.93
HEYDLAUFF, MARK L.	2,445.18	BOSS, SHERRY M.	368.36
GOLDING, JOYCE M.	1,132.69	KIRINOVIC, THOMAS F.	707.10
DEROSIA, PATRICIA E.	932.48	STEBE, LAURA A.	60.03
DOTSON, LINDSEY J.	1,421.14	SROUFE, MARC E.	175.70
LOY, EVELYN R.	1,050.16	SROUFE, PAMELA B.	180.97
KLOOSTER, ALIDA K.	1,763.44	MILAN, JANE E.	1,092.80
GOLOVICH, KAREN J.	970.67	ANZELL, BETH A.	591.96
SPENCLEY, PATRICIA L.	1,003.67	BERNIER, RACHEL M.	624.15
MILLER, FAITH G.	58.50	MACGILLIVRAY, RAYMOND L.	532.03
LEESE, MERRI C.	523.99	DIXON, MIKAYA S.	445.32
MCGINN, KELLY A.	1,618.00	MILAN, BAC P.	567.60
JONES, JANET M.	496.47	HOLECHECK, JENNACA R.	667.71
DOAN, GERARD P.	1,603.59	LABELLE, DAVIS B.	343.36
SCHLAPPI, JAMES L.	1,085.18	BAILEY, ALYSSA M.	447.86
UMULIS, MATTHEW T.	1,431.33	HEID, THOMAS J	1,299.22
HANKINS, SCOTT A.	1,486.24	LEESE, ALAN K.	445.08
ORBAN, BARBARA K.	1,375.91	HART, DAVID R.	80.80
TRAEGER, JASON A.	1,341.78	GRUNCH, RONALD J.	373.84
FLICKEMA, ANDREW M.	1,645.71	DAVIS, RONALD L.	192.06
MATELSKI, KIMBERLY A.	1,188.90	FAIRCHILD, GALEN W.	455.18
RILEY, DENISE M.	504.62	DAKROUB, JOSEPH E.	327.03
EVANS JR, HALBERT K.	1,470.62	MASSON, DONALD J.	475.56
KLOOSTER, PATRICK H.	1,050.59	KUSINA, DENNIS W.	279.72
BINGHAM, LARRY E.	953.53	LABLANCE, MAUREEN J.	312.12
ENGSTROM, TYLER A.	600.58	LIVINGSTON, BRIAN D.	829.93
WARNER, PAYTON J.	879.83	VANLOO, JOSEPH G.	899.31
MATELSKI, RYAN G.	849.92	WYMAN, MATTHEW A.	1,725.04
GREENE, GLORIA C.	645.24	BOSS, RYDER S.	978.15
DAVIS, LEAH R.	645.24	MILLER, WILLIAM S.	1,344.57
TELGENHOF, WILL G.	760.38	HOUSER, JAMES F.	641.60
WILLIAMS, BRANDON S.	479.25	DOUGLAS, MARK	673.74
GREYERBIEHL, KELLY M.	689.10	MITCHELL, JACOB A.	293.13
WURST, RANDALL W.	998.40	TRAVERS, MANUEL J.	1,864.75
MAYER, SHELLEY L.	1,905.42	STEVENS, JEFFREY W.	164.23
HILLING, NICHOLAS A.	1,248.66	RILEY, CASEY W.	430.84
MEIER III, CHARLES A.	1,615.87	JONES, LARRY M.	1,134.20
ZACHARIAS, STEVEN B.	1,393.99	FLORE, ROBERT A.	1,110.87
EATON, BRAD A.	1,908.65	WILLSON, BRENDA R.	250.52
WILSON, TIMOTHY J.	2,248.94	BEAN, PETER J.	591.14
LAVOIE, RICHARD L.	1,630.19	FENNELL, DREW M.	215.85
STEVENS, BRANDON C.	1,930.24	SILVA, JESSE L.A.	60.79
DRAVES, MARTIN J.	1,915.28	RILEY, DANIEL A.	325.16
BROWN, STEPHANIE C.	1,042.18	COLE, SHANE	674.15
ANDERSON, ELIZABETH A.	1,151.81	GERBER, SAMUEL A.	46.17
ELLIOTT, PATRICK M.	2,004.05	KLINGER, LUCAS D.	453.96
SCHWARTZFISHER, JOSEPH L.	944.30	KLINGER, BRADLEY W.	568.48
BRADLEY, KELLY R.	1,290.33	WILLIAMS, SYDNEY K.	615.56
HART II, DELBERT W.	1,508.98	SWEM, DONALD L.	1,878.07
JONES, ROBERT F.	1,232.87	WHITLEY, ANDREW T.	2,130.79
DORAN, JUSTIN J.	1,564.86	MORRISON, KEVIN P.	1,461.23
FARRELL, MITCHELL L.	1,414.09	JOHNSON, STEVEN P.	1,436.74
MANKER JR, DAVID W.	379.00	BISHAW, JAMES H.	619.01
MANKER SR, DAVID W.	509.52	WITTHOEFT, LUKILA F.	514.57
BECKER, MICHAEL S.	722.23	RITTER, DAVID M.	476.75
NEDWICK, DAVID J.	254.89	PETERSON, BENJAMIN D.	548.69
FREY, DYLAN V.	440.56	GILL, DAVID R.	1,038.99
SHEPARD, ZACHARY N.	555.78	MATTER, DAWSON K.	1,358.37
HART III, DELBERT W.	557.52		
SLADEK, RYLYNN S.	217.98		
		<b>TOTAL</b>	<b>114,202.69</b>

**Payroll Transmittal – 07/14/2017**

4FRONT CREDIT UNION	277.69	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	191.88	COMMUNICATION WORKERS OF AMER	516.80
AMERICAN FAMILY LIFE	447.24	MI STATE DISBURSEMENT UNIT	401.83
BARRY COUNTY TRIAL COURT	20.00	POLICE OFFICERS LABOR COUNCIL	251.25
CHAR EM UNITED WAY	59.00	PRIORITY HEALTH	1,938.69
CHARLEVOIX STATE BANK	1,259.62	<b>TOTAL</b>	<b>5,514.00</b>