



AGENDA
CITY OF CHARLEVOIX CITY COUNCIL REGULAR MEETING
Monday, October 2, 2017- 7:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Presentations**
- 4. Inquiry Regarding Conflicts of Interest**
- 5. Consent Agenda**
 - A. City Council Meeting Minutes - September 18, 2017
 - B. Accounts Payable and Payroll Check Registers
- 6. Public Hearings and Actions Requiring Public Hearings**
 - A. Public Hearing: Vacation of Ferry Avenue Right of Way
Mark L. Heydlauff, City Manager
- 7. All Other Actions and Requests**
 - A. Fall 2017 Tree Planting Project
Patrick M. Elliott, Department of Public Works Superintendent
 - B. Ethics and Conflict of Interest
Luther Kurtz, Mayor
 - C. Bridge Lighting Concept
Leilani Durbin, Resident & Mark L. Heydlauff, City Manager
 - D. Resolution Supporting State Historic Tax Credits
Mark L. Heydlauff, City Manager
 - E. Code Recodification Consultant
Mark L. Heydlauff, City Manager
- 8. Reports and Communications**
 - A. Public Comments
 - B. City Manager Comments
 - C. Mayor and Council Comments

9. Other Council Business

10. Adjourn

The City of Charlevoix will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon one weeks' notice to the City of Charlevoix. Individuals with disabilities requiring auxiliary aids or services should contact the City of Charlevoix Clerk's Office in writing or calling the following: City Clerk, 210 State Street, Charlevoix, MI 49720 (231) 547-3250.

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: City Council Meeting Minutes - September 18, 2017

DATE: October 2, 2017

ATTACHMENTS:

- ▣ City Council Minutes September 18, 2017

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, September 18, 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 felt he did not have a conflict with the Short Term Rental Ordinance because it was a city-wide policy. Councilmembers Gibson and Oleksy disagreed. He also felt he did not have a conflict with the two general Airport items in the Consent Agenda. He did recuse himself from the Airport Hangar Lease item.

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 – September 5, 2017 Regular Meeting
- B. Accounts Payable and Payroll Check Registers
 - a. Regular Accounts Payable Check Register – September 19, 2017
 - b. ACH Payments – September 5, 2017 to September 12, 2017
 - c. Payroll Check Register – September 8, 2017
 - d. Payroll Transmittal – September 8, 2017
 - e. Tax Disbursement – September 19, 2017
- C. MDOT Runway Visual Guidance System Contract Agreement Resolution

CITY OF CHARLEVOIX
RESOLUTION NO. 2017-09-01

*EXECUTION OF CONTRACT WITH THE STATE OF MICHIGAN DEPARTMENT OF TRANSPORTATION FOR A FEDERAL/STATE LOCAL AIRPORT PROJECT UNDER THE BLOCK GRANT PROGRAM
(Federal Project No. B-26-0017-0516 MDOT CONTRACT NO. 2017-0666)*

WHEREAS, *the City is entering into a contract with the State of Michigan Department of Transportation for the installation of a Runway Visual Guidance System (REIL) from Runway 09/27 under the State Block Program; and*

WHEREAS, *MDOT will provide the City with a contract agreement; and*

WHEREAS, *the contract agreement will be in the amount of fifty-one thousand six hundred seventy-five dollars (\$51,675.00) with a funding breakdown of 90% Federal, 5% State (MDOT) and 5% Local match; and*

WHEREAS, *the City of Charlevoix Local Share of the project will be two thousand five hundred and eighty-four dollars (\$2,584.00).*

NOW THEREFORE BE IT RESOLVED, *that the City of Charlevoix City Council hereby authorizes the City Manager to execute the MDOT contract for a Federal/State/Local Airport Project under the State Block Grant Program after review by City Staff and the City Attorney.*

RESOLVED *this 18th day of September 2017 A.D.*

Resolution was adopted by the following yea and nay vote:

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

Nays: None

D. MDOT Sponsor Contract Agreement Resolution

**CITY OF CHARLEVOIX
RESOLUTION NO. 2017-09-02**

**EXECUTION OF SPONSOR CONTRACT WITH THE STATE OF MICHIGAN DEPARTMENT OF TRANSPORTATION FOR A
FEDERAL/STATE/LOCAL AIRPORT PROJECT
(Federal Project No. 3-26-0017-2117 MDOT Contract No. 2017-0716)**

WHEREAS, the City is entering into a contract with the State of Michigan Department of Transportation for the Rehabilitation of Taxiway Alpha and Rehabilitation of Taxiway Alpha Taxiway Edge lighting; and

WHEREAS, MDOT will provide the City with a Sponsor Contract; and

WHEREAS, the Contract agreement will be in the amount of one million three hundred seven thousand three hundred and twenty-five dollars. (\$1,307,325.00) with the contract agreement funding breakdown of 90% Federal, 5% State (MDOT) and 5% Local match; and

WHEREAS, the City of Charlevoix Local Share of the project will be sixty-seven thousand three hundred sixty-seven dollars (\$67,367.00).

NOW THEREFORE BE IT RESOLVED, that the City of Charlevoix City Council hereby authorizes the City Manager to execute the MDOT Sponsor Contract agreement after review by City Staff and the City Attorney.

RESOLVED this 18th day of September 2017 A.D.

Resolution was adopted by the following yea and nay vote:

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

Nays: None

E. Charlevoix County Community Foundation Grant Application

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

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

Nays: None

6. Public Hearings & Actions Requiring Public Hearings

7. All Other Actions & Requests

A. Purchase of a Patrol Vehicle and EMS Vehicle

Chief Doan stated that the 2017-18 budget included the purchase of a new patrol car with equipment, and a new EMS vehicle. The vehicles will replace a 2012 Ford Explorer with 150,000 miles and a 2004 Ford Explorer with 86,000 miles. Staff recommended purchasing two 2018 Chevrolet Tahoe 4WD with Police package from Berger Chevrolet of Grand Rapids through the MiDeal program (low bid).

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

Motion by Councilmember Perron, second by Councilmember Kalbfell, to authorize the purchase of two 2018 pursuit-rated Chevrolet Tahoes from Berger Chevrolet for a total not to exceed \$76,478.45.

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

Nays: None

In retrospect, Mayor Kurtz questioned whether Councilmember Gibson or Oleksy wanted to make a motion regarding conflict of interest.

Motion by Councilmember Gibson, second by Councilmember Oleksy, that Mr. Kurtz has a conflict of interest on the Short Term Rental Ordinance agenda item.

Mayor Kurtz addressed Councilmember Oleksy regarding the Councilmember's statement in the newspaper that the Mayor did not follow the little rules we have. Mayor Kurtz asked him which rules he was referring to. Councilmember Oleksy responded that the rule of common sense was not followed and he stated that Councilmembers are elected to represent the people and that was a rule of sorts.

Councilmembers Perron confirmed that the Short Term Rental Ordinance agenda item was to set a public hearing. Councilmember Hagen confirmed that we currently allow short term rentals and the ordinance was only to gain information about short term rentals.

Yeas: Gibson, Oleksy

Nays: Kalbfell, Hagen, Perron, Cole

Motion failed.

B. Wayfinding Signage Design Recommendation

Main Street DDA Director Dotson stated that Main Street committees worked with Pro Image Design to plan sign location and content. The DDA Board recommended to City Council the sign with the logo on the bottom. This year's DDA budget included \$50,000 for the first phase of implementation. Councilmember Gibson was not in favor of the logo. Director Dotson answered questions from Council.

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

Motion by Councilmember Hagen, second by Councilmember Oleksy, to approve the wayfinding signage design recommendation of the Main Street DDA Board of Directors that includes the logo on the bottom of the sign and authorize the DDA to spend no more than \$50,000 on the first phase of implementation of signage within the DDA district.

Yeas: Kalbfell, Hagen, Perron, Oleksy, Cole

Nays: Gibson

C. Downtown Tree Lights

Main Street DDA Director Dotson recalled that last year Main Street DDA installed tree lights along Bridge Street. This year the Design Committee worked on a second phase of tree lighting to include side street trees between Bridge and State Street as well as the holiday tree located in East Park. She proposed using last year's lighting contractor, Holiday Lighting Service, Inc. She requested Council waive the competitive bidding requirement due to the past success using Holiday Lighting and approve \$14,000 budgeted by the DDA.

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

Motion by Councilmember Kalbfell, second by Councilmember Gibson, to approve the expenditure of no more than \$14,000 out of the DDA budget to hire Holiday Lighting Service, Inc. to install tree lights on side streets and the tree in East Park.

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

Nays: None

D. Revised Airport Hangar Lease Terms

Mayor Kurtz recused himself. City Manager Heydlauff recalled that we modified the terms of airport hangar leases earlier this year to allow privately-owned hangars be constructed on leased land without a reversion clause. However, since the Charter restricts leases to no more than five years, it creates uncertainty for the investment needed to construct such a hangar. He recommended modifying this lease to obligate the City to purchase a hangar should the City decline to renew the lease without cause within 25 years of construction. This encourages hangar development which creates revenue from leases, fuel sales, and related charges. Should the City ever choose to terminate a lease within this 25 year period, the City would still end up with the hangar and could use it to derive revenue without fronting the initial cost of construction.

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

Motion by Councilmember Kalbfell, second by Councilmember Perron, to approve the Airport Lease draft as presented and authorize the City Manager and Airport Manager to execute leases under these terms.

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

Nays: None

E. Set Public Hearing: Vacation of Ferry Avenue Right-of-Way

Mayor Kurtz returned to the meeting. City Manager Heydlauff stated that in 1989, the City moved the trajectory of Ferry Avenue to the west to occupy area vacated by the railroad line. In so doing, the former right-of-way for Ferry Avenue was left in somewhat of an unclear situation. In the opinion of the City Attorney at the time, the road is a user road meaning the right of way should revert back to the original land owner. This is supported by a letter written in 1989 by local surveyor Mary Feindt. Given the information outlined above, there is a strong case, supported by our current City Attorney, that the right-of-way from the original street was extinguished when the City moved the street. Nevertheless, a clear way of eliminating any confusion for Irish Boat Shop is for the City to vacate this portion of the right-of-way in accordance with City ordinance.

City Manager Heydlauff indicated that Resolution 2017-09-03 identifies our intent to vacate. Council must set a public hearing before adopting a second resolution vacating the property.

Mayor Kurtz opened the item to public comment.

Michael Esposito, Irish Boat Shop President, explained his involvement in the right of way in question. He stated that Irish Boat Shop intends on granting easements to the City for utility access.

The item was closed to the public.

CITY OF CHARLEVOIX
RESOLUTION NO. 2017-09-03
INTENT TO VACATE FERRY AVENUE RIGHT OF WAY

- WHEREAS,** *Ferry Avenue was relocated from its historic location to its current location in 1989; and*
- WHEREAS,** *the City has not yet determined whether it owns or retains any interest in the historic right of way for Ferry Avenue as a result of the relocation; and*
- WHEREAS,** *the owner of the Irish Boat Shop has requested that the City vacate a portion of the historic road right of way for Ferry Avenue to resolve any ambiguities about ownership; and*
- WHEREAS,** *the portion of the historic right of way is occupied by an asphalt area under the operation and control of the Irish Boat Shop; and*
- WHEREAS,** *to the extent that the City still owns or retains any interest in the historic right of way; the City believes historic right of way area in question is surplus and the vacation of the right of way is in the best interest of the public health, safety and welfare; and*
- WHEREAS,** *the City is authorized to vacate the historic road right of way through the authority provided in MCL 117.4h(1), MCL 560.256, and MCL 560.257, and the City Code of Ordinances, Article VI (Sections 4.58-4.60); and*
- WHEREAS,** *the City, through this resolution, declares its intent to vacate a portion of the historic Ferry Avenue right of way and to set a public hearing as provided in the City Code of Ordinances.*

NOW THEREFORE BE IT RESOLVED, *that the City of Charlevoix City Council declares its intent to vacate the following described portion of the historic Ferry Avenue right of way:*

In the City of Charlevoix, Charlevoix County, Michigan,
BEGINNING at a T-iron stake at the Southwest corner of Lot 1 of J. Milo Eaton's Addition to the City of Charlevoix, as recorded in Liber 1 of Plats, Page 54 and 55; thence along the East line of Ferry Avenue, as it existed in 1978, South 01°10'24" West 46.54 feet to a ½" re-rod; thence continuing along the last described course, South 05°53'24" West 292.85 feet to a ½" re-rod on the South line of the former Irving H. & Anna J. Drost and Irving E. & Rose M. Manville Property described in Liber 247, Page 543, Charlevoix County records; thence along the South line of said Drost and Manville Property, North 89°03'36" West 33.12 feet to the center line of said Ferry Avenue and West line of said Drost and Manville Property; thence along said center line and West line of said Drost and Manville Property, North 05°53'24" East 214.89 feet to a point being 66 feet East of the West line of the former C & O Railroad Right-of-Way, as measured perpendicular thereto; thence parallel with the West line of said railroad right-of-way, North 15°40'09" East 128.46 feet to the South line of said J. Milo Eaton's Addition; thence along the aforementioned South line, South 88°51'31" East 7.38 feet to the point of beginning, being a part of Government Lot 1, Section 35, Township 34 North, Range 8 West and containing 0.224 acres. Subject to the right of the public and of any governmental unit in any part thereof taken, used or deeded for street, road or highway purposes.

FURTHER BE IT RESOLVED, *that City shall hold a public hearing on October 2, 2017, and the City Clerk shall publish and provide written notice of the public hearing to landowners within 300 feet of the area to be vacated as provided in Article VI of the City's Code of Ordinances.*

RESOLVED *this 18th day of September 2017 A.D.*

Resolution was adopted by the following yea and nay vote:

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

Nays: *None*

Motion by Councilmember Gibson, second by Councilmember Hagen, to approve Resolution 2017-09-03 to set a public hearing for October 2, 2017 at 7pm in the Council Chambers of City Hall for the purpose of considering the vacation of a portion of the right-of-way of Ferry Avenue.

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

Nays: *None*

F. Set Public Hearing: Short Term Rental Ordinance

City Manager Heydlauff recalled that the Planning Commission developed a draft Short Term Rental Ordinance which was presented at the August City Council meeting. City Attorney Howard reviewed the language and proposed some minor changes. At the September 11th Planning Commission meeting, the Commission moved to recommend approval of the ordinance with changes.

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

Motion by Councilmember Kalbfell, second by Councilmember Gibson, to set a public hearing on the draft Short Term Rental Ordinance for 7pm on Monday, October 16, 2017 and authorize Staff to publicize the hearing.

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

Nays: None

G. Water/Wastewater Treatment Plant Administration

City Manager Heydlauff recalled that in February of 2016 our Superintendent of the Water and Wastewater Treatment Plants resigned. Randy Wurst was named as Interim Operator-in-Charge at the Wastewater Treatment Plant and Shelley Mayer as the Interim Operator-in-Charge at the Water Treatment Plant. City Manager Heydlauff recommended a \$3,500 bonus for both Mr. Wurst and Ms. Mayer for their excellent performance during the interim.

He also proposed eliminating the Superintendent position and hire one Chief Operator to direct the Water Treatment Plant and one Chief Operator to direct the Wastewater Treatment Plant. He recommended a 16% increase in pay for the Water/Wastewater Operators that are selected for these positions which will remain in the CWA Bargaining Unit. The selected employees will continue doing their regular operator duties while managing the plant. As a result, Staff proposed that we hire an additional Water/Wastewater Operator to join the team rotating between the two plants.

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

Motion by Councilmember Cole, second by Councilmember Kalbfell, to approve the job descriptions for the two Chief Operator positions and authorize the City Manager to sign necessary agreements with the Communication Workers of America to implement this change.

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

Nays: None

8. **Reports & Communications**

A. Public Comments

Bob Timms questioned who directs the placement of new stop signs.

B. City Manager Comments

City Manager Heydlauff reported on the following:

- Staff Planners are working on a revised draft sign ordinance due to new legislation
- Former City Treasurer Rick Brandi will be receiving the annual Margaret Duerr award at the library.

C. Mayor & Council Comments

Mayor Kurtz felt that key placement of stop signs during the construction would make the detour more user-friendly as well as stop signs at the intersection of Antrim and State Streets. Chief Doan will discuss alternatives with MDOT.

Councilmember Gibson recommended that the dying petunias be cleaned up before Apple Fest.

Mayor Kurtz asked the status of his letter to City Attorney Howard regarding his conflict of interest questions. City Attorney Howard intended on addressing the Mayor's letter later in the week.

9. **Other Council Business**

10. **Adjourn**

The Mayor adjourned the meeting at 7:42 p.m.

Joyce M. Golding

City Clerk

Luther Kurtz

Mayor

Regular Accounts Payable – 09/19/2017

ACE HARDWARE	2,824.96	ALPENA SUPPLY COMPANY	142.13
ALL AREA TOWING	65.00	AMERICAN WASTE INC.	3,816.96
ALLISON, AUTUMN	12.08	AT YOUR SERVICE PLUS INC	1,495.00
ALL-PHASE ELECTRIC SUPPLY CO.	88.37	AT&T	2,776.58

AUTO VALUE	862.40	MCCARDEL CULLIGAN-PETOSKEY	50.00
AVFUEL CORPORATION	15,977.12	MDS OF MICHIGAN INC	3,521.60
BARNES & THORNBURG LLP	615.00	METAL HEAD WELDING LLC	46.21
BARTLING, AMY	16.17	MICHIGAN MUNICIPAL ELECTRIC	250.00
BEAR EARTH HERBALS	136.00	MICHIGAN MUSHROOM MARKET LLC	55.00
BEAVER RESEARCH COMPANY	815.90	MICHIGAN OFFICEWAYS INC	2,013.18
BEIJO DE CHOCOLAT LLC	15.00	MICHIGAN WATER ENV ASSOC	260.00
BERG, REBECCA	376.00	MUTT MITT	848.13
BLARNEY CASTLE OIL CO	887.48	NORTHERN A-1 ENVIRONMENTAL SVCS	3,030.13
BOSS, LINDA K.	1,104.75	NORTHERN CREDIT BUREAU	66.85
BRADFORD'S	42.25	NORTHERN MICHIGAN REVIEW INC.	1,967.40
CARQUEST OF CHARLEVOIX	2,154.19	OLESON'S FOOD STORES	597.34
CCI SOUTH LLC	131.25	OLSON BZDOK & HOWARD	945.50
CHARLEVOIX AREA CHAMBER	210.00	OUDBIER INSTRUMENT CO	850.00
CHARLEVOIX COTTAGE CARE INC.	300.00	PARKER, MICHAEL	36.00
CHARLEVOIX SCREEN MASTERS INC	554.00	PERFORMANCE ENGINEERS INC	20,347.20
CHARLEVOIX TOWNSHIP	33,099.25	PERSONAL GRAPHICS	78.06
CHARTER COMMUNICATIONS	1,984.18	PHONE GUIDE	291.00
CHEKLICH, DIANE	25.00	PHYSICIAN'S CLINIC OF CHARLEVOIX	138.00
CINTAS CORPORATION #729	243.56	POND HILL FARM LLC	254.00
CITY OF CHARLEVOIX - UTILITIES	47,424.30	PREIN & NEWHOF	1,462.22
COMPASS MINERALS AMERICA	6,348.89	PRICE BUILDING AND REMODELING	1,880.00
COOK FAMILY FARMS	191.00	PRODUCTIVITY PLUS ACCOUNT	24.00
CURREY FARMS LLC	101.00	PURITY CYLINDER GASES INC	91.65
DHASELEER, CARL	151.00	QUILL CORP	29.89
DOAN, GERARD P.	63.55	R & R PRODUCTS INC	270.52
EJ USA INC.	46.86	RANGE TELECOMMUNICATIONS	114.00
EMERGENCY MEDICAL PRODUCTS INC	1,177.22	ROCKY TOP FARMS	6.00
ETNA SUPPLY	9,380.00	RUSTIC BAKER	89.00
FAMILY FARM & HOME	151.42	SEARS COMMERCIAL ONE	89.99
FARMER WHITE'S	248.00	SIEGRIST, DAVID	69.00
FASTENAL COMPANY	43.73	SPARTAN DISTRIBUTORS INC	133.50
FOX CHARLEVOIX FORD	450.00	SPARTAN STORES LLC	119.17
FREEDOM MAILING SERVICES INC.	2,407.91	STANDARD ELECTRIC CO	189.70
GBS INC.	51.81	STATE OF MICHIGAN	245.00
GELDERBLOM, PAUL	50.00	STATE OF MICHIGAN	122.00
GERBER HOMEMADE SWEETS	18.00	SULLIVAN, LAWRENCE R	2,325.00
GINOP SALES INC	5.58	SWANSON K & D INC	725.00
GRAINGER	11.49	SYSTEMS SPECIALISTS INC	7,311.00
GREENVIEW DATA INC	66.50	UNIFIRST CORPORATION	420.97
GUNTZVILLER, RHONDA	409.00	UNITED STATES PLASTIC CORP.	853.24
HACH COMPANY	1,705.09	UP NORTH PROPERTY SERVICES LLC	3,842.50
HARRELL'S	90.00	UPPER CASE PRINTING INK.	285.92
HEP'S HOMEBAKED GRANOLA	26.00	USA BLUE BOOK	1,255.77
HOLIDAY COMPANIES	5,291.67	VILLAGE GRAPHICS INC.	568.50
HYDRODYNAMICS INC.	10,163.21	WASHBURN, BRENDA	133.00
INDESIGN	1,923.75	WATERWAY OF MICHIGAN	2,830.90
INTERWATER FARMS INC	219.00	WATTA COOKIE LLC	28.00
JACK DOHENY SUPPLIES INC	626.24	WILBERT BURIAL VAULT CO	182.40
KSS ENTERPRISES	688.21	WILK, MARK	6,921.50
LONG DAY COFFEE LLC	37.00	WINNIE'S ORIGINAL LLC	16.00
LOTTIE'S BAGELS	158.00	WORK & PLAY SHOP	6,731.23
MCCALLUM, KADIN	25.00	TOTAL	235,533.18

ACH Payments – 09/05/2017 to 09/12/2017

MI PUBLIC POWER AGENCY	48,272.91	VANTAGEPOINT (401 ICMA PLAN)	713.94
MI PUBLIC POWER AGENCY	223,246.28	VANTAGEPOINT (457 ICMA PLAN)	12,941.16
MERS (DEFINED BENEFIT PLAN)	29,955.37	VANTAGEPOINT (ROTH IRA)	1,061.53
IRS (PAYROLL TAX DEPOSIT)	38,929.48	MI PUBLIC POWER AGENCY	13,257.45
ALERUS FINANCIAL (HCSP)	420.00		
STATE OF MI (WITHHOLDING TAX)	5,638.55	TOTAL	374,436.67

Payroll Net Pay – Pay Period Ending 09/02/2017 (Paid 09/08/2017)

WELLER, LINDA JO	1,499.87	GOLOVICH, KAREN J.	975.96
HEYDLAUFF, MARK L.	2,525.92	SPENCLEY, PATRICIA L.	1,082.98
GOLDING, JOYCE M.	1,132.69	MILLER, FAITH G.	14.04
DEROSIA, PATRICIA E.	492.74	LEESE, MERRI C.	402.98
DOTSON, LINDSEY J.	1,421.14	MCGINN, KELLY A.	1,617.99
LOY, EVELYN R.	1,050.16	JONES, JANET M.	496.47
KLOOSTER, ALIDA K.	1,763.44	DOAN, GERARD P.	1,603.59

SCHLAPPI, JAMES L.	887.31	ALDEN, CAMDEN D.	383.90
UMULIS, MATTHEW T.	1,286.94	MUMICH, BARRY J.	188.47
HANKINS, SCOTT A.	1,486.25	CRANDELL, ZACKARY R.	739.20
ORBAN, BARBARA K.	1,171.37	LEITNER, RYAN S.	805.15
FLICKEMA, ANDREW M.	1,549.45	FERGUSON, ROYCE L.	536.23
MATELSKI, KIMBERLY A.	1,188.90	BOSS, SHERRY M.	405.84
RILEY, DENISE M.	395.51	KIRINOVIC, THOMAS F.	513.52
EVANS JR, HALBERT K.	1,470.62	STEBE, LAURA A.	129.29
KLOOSTER, PATRICK H.	1,050.59	SROUFE, MARC E.	22.16
BINGHAM, LARRY E.	836.39	SROUFE, PAMELA B.	22.16
ENGSTROM, TYLER A.	287.12	ANZELL, BETH A.	609.54
WARNER, PAYTON J.	293.38	LABELLE, DAVIS B.	200.36
MATELSKI, RYAN G.	849.92	HEID, THOMAS J.	1,299.22
KLINGER, LUCAS D.	282.14	LEESE, ALAN K.	471.74
GREENE, GLORIA C.	148.25	HART, DAVID R.	30.01
DAVIS, LEAH R.	445.68	GRUNCH, RONALD J.	357.66
TELGENHOF, WILL G.	491.72	DAVIS, RONALD L.	290.46
CARLSON, JOSHUA A.	420.82	FAIRCHILD, GALEN W.	444.22
GREYERBIEHL, KELLY M.	689.10	DAKROUB, JOSEPH E.	61.78
WURST, RANDALL W.	1,181.34	MASSON, DONALD J.	519.25
MAYER, SHELLEY L.	1,911.61	KUSINA, DENNIS W.	288.52
HILLING, NICHOLAS A.	1,255.76	LABLANCE, MAUREEN J.	234.02
MEIER III, CHARLES A.	1,057.06	LIVINGSTON, BRIAN D.	531.87
ZACHARIAS, STEVEN B.	1,162.24	VANLOO, JOSEPH G.	824.78
SWEM, DONALD L.	1,878.07	WYMAN, MATTHEW A.	1,688.48
EATON, BRAD A.	1,773.15	BOSS, RYDER S.	494.85
WILSON, TIMOTHY J.	2,252.44	MILLER, WILLIAM S.	1,326.30
LAVOIE, RICHARD L.	1,647.97	HOUSER, JAMES F.	222.14
STEVENS, BRANDON C.	2,038.66	DOUGLAS, MARK	623.30
DRAVES, MARTIN J.	1,704.16	MITCHELL, JACOB A.	299.39
BROWN, STEPHANIE C.	1,042.19	TRAVERS, MANUEL J.	1,864.75
ANDERSON, ELIZABETH A.	1,151.81	STEVENS, JEFFREY W.	432.50
ELLIOTT, PATRICK M.	2,004.06	RILEY, CASEY W.	476.12
SCHWARTZFISHER, JOSEPH L.	1,102.79	JONES, LARRY M.	642.63
BRADLEY, KELLY R.	1,218.79	WILLSON, BRENDA R.	11.72
HART II, DELBERT W.	1,397.81	BEAN, PETER J.	904.01
JONES, ROBERT F.	1,225.74	MCMULLEN, DONALD R.	645.50
DORAN, JUSTIN J.	1,658.45	BOYCE, REBECCA L.	1,300.15
FARRELL, MITCHELL L.	1,426.59	MCFARLAND, JONATHAN A.	189.78
MANKER JR, DAVID W.	596.77	SILVA, JESSE L.A.	135.37
MANKER SR, DAVID W.	796.02	CHAVEZ, DEBRA L.	440.50
BECKER, MICHAEL S.	770.47	WHITLEY, ANDREW T.	1,670.78
NEDWICK, DAVID J.	456.08	MORRISON, KEVIN P.	1,030.68
FREY, DYLAN V.	557.52	JOHNSON, STEVEN P.	1,169.59
SHEPARD, ZACHARY N.	323.20	BISHAW, JAMES H.	783.03
HART III, DELBERT W.	278.30	GILL, DAVID R.	1,069.69
SLADEK, RYLYNN S.	333.59	MATTER, DAWSON K.	2,107.63
HAWKINS, JAMES S.	251.72		
MCGHEE, ROBERT R.	1,079.93		
		TOTAL	96,283.96

Payroll Transmittal – 09/08/2017

4FRONT CREDIT UNION	277.69	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	191.88	COMMUNICATION WORKERS OF AMER	537.98
AMERICAN FAMILY LIFE	447.24	MI STATE DISBURSEMENT UNIT	401.83
BARRY COUNTY TRIAL COURT	20.00	POLICE OFFICERS LABOR COUNCIL	201.00
CHAR EM UNITED WAY	59.00	PRIORITY HEALTH	1,836.43
CHARLEVOIX STATE BANK	1,259.62	TOTAL	5,382.67

Tax Disbursement – 09/19/2017

BANK OF AMERICA	1,326.87	CHARLEVOIX PUBLIC SCHOOLS	56,451.89
CHARLEVOIX COUNTY TREASURER	1,057.23	CITY OF CHARLEVOIX - TAXES DUE	1,380,013.12
CHARLEVOIX COUNTY TREASURER	1,173,072.28	DITECH FINANCIAL LLC	2,587.67
CHARLEVOIX COUNTY TREASURER	24.46	HUNTINGTON NATIONAL BANK	1,273.05
CHARLEVOIX DISTRICT LIBRARY	8.83	LERETA LLC	2,171.06
CHARLEVOIX PUBLIC SCHOOLS	1,383,355.13	NATIONSTAR MORTGAGE LLC	1,101.91
CHARLEVOIX PUBLIC SCHOOLS	282,276.88	RECREATIONAL AUTHORITY	1.61
CHARLEVOIX PUBLIC SCHOOLS	56,451.88	STATE OF MICHIGAN	2,651.80
CHARLEVOIX PUBLIC SCHOOLS	0.09	TOTAL	4,343,825.76

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Accounts Payable and Payroll Check Registers

DATE: October 2, 2017

ATTACHMENTS:

- ▣ Accounts Payable and Payroll Check Registers

Check Number	Payee	Amount
09/22/2017		
121458	AT&T MOBILITY	92.49
121459	CHARLEVOIX STATE BANK	2,165.86
121460	DELTA DENTAL	3,205.45
121461	GREAT LAKES ENERGY	199.68
121462	METLIFE SMALL BUSINESS CENTER	690.97
121463	US BANK	647,400.00
121464	VERIZON WIRELESS	56.72
121465	VISION SERVICE PLAN	489.80
Total 09/22/2017:		654,300.97
Grand Totals:		654,300.97

Summary of Check Registers & ACH Payments HUNTINGTON NATIONAL BANK - CHECKS ISSUED

09/22/17 Special Accounts Payable Run	\$ 654,300.97
09/22/17 Payroll (net pay)	\$ 93,214.35
09/22/17 Payroll Transmittal Checks	\$ 76,711.67
10/03/17 Regular Accounts Payable	\$ 146,024.45
Checks Sub-Total:	\$ 970,251.44

HUNTINGTON NATIONAL BANK - ACH/WIRE PAYMENTS

09/18/17 MI Public Power Agency	\$ 46,385.93
09/22/17 IRS (Payroll Tax Deposit)	\$ 34,768.64
09/22/17 Alerus Financial (HCSP)	\$ 420.00
09/22/17 State of MI (Withholding Tax)	\$ 5,019.66
09/22/17 Vantagepoint (401 ICMA Plan)	\$ 742.50
09/22/17 Vantagepoint (457 ICMA Plan)	\$ 12,796.48
09/22/17 Vantagepoint (Roth IRA)	\$ 1,061.53
09/22/17 MERS (Defined Benefit Plan)	\$ 29,811.29
09/25/17 MI Public Power Agency	\$ 12,552.59
09/25/17 MI Public Power Agency	\$ 291,281.53
ACH Sub-Total:	\$ 434,840.15

Huntington National Bank Total: \$ 1,405,091.59

CHARLEVOIX STATE BANK - CHECKS ISSUED

(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)

10/03/17 Tax Disbursement	\$ 276,941.75
Charlevoix State Bank Total:	\$ 276,941.75

Grand Total: \$ 1,682,033.34

APPROVED:


CITY MANAGER


CITY TREASURER


CITY CLERK

M = Manual Check, V = Void Check

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
09/16/2017	PC	09/22/2017	24309	WELLER, LINDA JO	101		1,499.86
09/16/2017	PC	09/22/2017	24310	HEYDLAUFF, MARK L.	102		2,241.98
09/16/2017	PC	09/22/2017	24311	GOLDING, JOYCE M.	106		1,132.69
09/16/2017	PC	09/22/2017	24312	DEROSIA, PATRICIA E.	107		805.54
09/16/2017	PC	09/22/2017	24313	DOTSON, LINDSEY J.	109		1,421.14
09/16/2017	PC	09/22/2017	24314	LOY, EVELYN R.	117		1,050.16
09/16/2017	PC	09/22/2017	24315	KLOOSTER, ALIDA K.	121		1,566.57
09/16/2017	PC	09/22/2017	24316	GOLOVICH, KAREN J.	122		975.96
09/16/2017	PC	09/22/2017	24317	SPENCLEY, PATRICIA L.	136		1,183.86
09/16/2017	PC	09/22/2017	24318	LEESE, MERRI C.	145		693.85
09/16/2017	PC	09/22/2017	24319	MCGINN, KELLY A.	146		1,618.00
09/16/2017	PC	09/22/2017	24320	JONES, JANET M.	148		496.47
09/16/2017	PC	09/22/2017	24321	DOAN, GERARD P.	201		1,603.59
09/16/2017	PC	09/22/2017	24322	SCHLAPPI, JAMES L.	204		1,311.68
09/16/2017	PC	09/22/2017	24323	UMULIS, MATTHEW T.	205		1,529.71
09/16/2017	PC	09/22/2017	24324	HANKINS, SCOTT A.	208		1,855.58
09/16/2017	PC	09/22/2017	24325	ORBAN, BARBARA K.	209		1,462.26
09/16/2017	PC	09/22/2017	24326	TRAEGER, JASON A.	210		918.93
09/16/2017	PC	09/22/2017	24327	FLICKEMA, ANDREW M.	211		1,705.72
09/16/2017	PC	09/22/2017	24328	MATELSKI, KIMBERLY A.	212		1,188.90
09/16/2017	PC	09/22/2017	24329	RILEY, DENISE M.	213		436.69
09/16/2017	PC	09/22/2017	24330	EVANS JR, HALBERT K.	214		1,470.62
09/16/2017	PC	09/22/2017	24331	KLOOSTER, PATRICK H.	216		1,050.59
09/16/2017	PC	09/22/2017	24332	BINGHAM, LARRY E.	224		758.29
09/16/2017	PC	09/22/2017	24333	MATELSKI, RYAN G.	230		861.43
09/16/2017	PC	09/22/2017	24334	KLINGER, LUCAS D.	235		96.90
09/16/2017	PC	09/22/2017	24335	TELGENHOF, WILL G.	246		140.05
09/16/2017	PC	09/22/2017	24336	CARLSON, JOSHUA A.	249		144.93
09/16/2017	PC	09/22/2017	24337	GREYERBIEHL, KELLY M.	260		450.62
09/16/2017	PC	09/22/2017	24338	WURST, RANDALL W.	411		1,190.32
09/16/2017	PC	09/22/2017	24339	MAYER, SHELLEY L.	412		1,560.14
09/16/2017	PC	09/22/2017	24340	HILLING, NICHOLAS A.	413		1,319.81
09/16/2017	PC	09/22/2017	24341	MEIER III, CHARLES A.	421		1,363.11
09/16/2017	PC	09/22/2017	24342	ZACHARIAS, STEVEN B.	422		1,325.41
09/16/2017	PC	09/22/2017	24343	SWEM, DONALD L.	512		1,878.07
09/16/2017	PC	09/22/2017	24344	EATON, BRAD A.	515		1,900.87
09/16/2017	PC	09/22/2017	24345	WILSON, TIMOTHY J.	516		2,024.73
09/16/2017	PC	09/22/2017	24346	LAVOIE, RICHARD L.	519		1,630.19
09/16/2017	PC	09/22/2017	24347	STEVENS, BRANDON C.	521		1,768.47
09/16/2017	PC	09/22/2017	24348	DRAVES, MARTIN J.	523		1,649.72
09/16/2017	PC	09/22/2017	24349	BROWN, STEPHANIE C.	524		1,042.19
09/16/2017	PC	09/22/2017	24350	ANDERSON, ELIZABETH	526		1,151.81
09/16/2017	PC	09/22/2017	24351	ELLIOTT, PATRICK M.	600		2,004.05
09/16/2017	PC	09/22/2017	24352	SCHWARTZFISHER, JOS	603		1,071.21
09/16/2017	PC	09/22/2017	24353	BRADLEY, KELLY R.	614		1,408.58
09/16/2017	PC	09/22/2017	24354	HART II, DELBERT W.	616		1,183.25
09/16/2017	PC	09/22/2017	24355	JONES, ROBERT F.	618		1,180.96
09/16/2017	PC	09/22/2017	24356	DORAN, JUSTIN J.	621		1,361.57
09/16/2017	PC	09/22/2017	24357	FARRELL, MITCHELL L.	622		1,254.29
09/16/2017	PC	09/22/2017	24358	MANKER JR, DAVID W.	638		566.06
09/16/2017	PC	09/22/2017	24359	MANKER SR, DAVID W.	639		724.16
09/16/2017	PC	09/22/2017	24360	BECKER, MICHAEL S.	641		645.83
09/16/2017	PC	09/22/2017	24361	NEDWICK, DAVID J.	642		465.44
09/16/2017	PC	09/22/2017	24362	FREY, DYLAN V.	643		440.56
09/16/2017	PC	09/22/2017	24363	SHEPARD, ZACHARY N.	656		243.80
09/16/2017	PC	09/22/2017	24364	HAWKINS, JAMES S.	662		405.18
09/16/2017	PC	09/22/2017	24365	MCGHEE, ROBERT R.	663		1,030.23

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
09/16/2017	PC	09/22/2017	24366	ALDEN, CAMDEN D.	670		418.62
09/16/2017	PC	09/22/2017	24367	CRANDELL, ZACKARY R.	691		540.65
09/16/2017	PC	09/22/2017	24368	LEITNER, RYAN S.	692		730.17
09/16/2017	PC	09/22/2017	24369	FERGUSON, ROYCE L.	693		659.74
09/16/2017	PC	09/22/2017	24370	BOSS, SHERRY M.	695		433.96
09/16/2017	PC	09/22/2017	24371	KIRINOVIC, THOMAS F.	700		513.52
09/16/2017	PC	09/22/2017	24372	SROUFE, MARC E.	705		55.41
09/16/2017	PC	09/22/2017	24373	SROUFE, PAMELA B.	707		55.41
09/16/2017	PC	09/22/2017	24374	ANZELL, BETH A.	712		699.57
09/16/2017	PC	09/22/2017	24375	HEID, THOMAS J.	802		1,299.22
09/16/2017	PC	09/22/2017	24376	LEESE, ALAN K.	835		436.89
09/16/2017	PC	09/22/2017	24377	GRUNCH, RONALD J.	844		235.15
09/16/2017	PC	09/22/2017	24378	DAVIS, RONALD L.	853		187.96
09/16/2017	PC	09/22/2017	24379	FAIRCHILD, GALEN W.	855		211.91
09/16/2017	PC	09/22/2017	24380	MASSON, DONALD J.	861		475.56
09/16/2017	PC	09/22/2017	24381	KUSINA, DENNIS W.	862		96.90
09/16/2017	PC	09/22/2017	24382	LABLANCE, MAUREEN J.	863		138.52
09/16/2017	PC	09/22/2017	24383	LIVINGSTON, BRIAN D.	866		741.67
09/16/2017	PC	09/22/2017	24384	VANLOO, JOSEPH G.	902		785.90
09/16/2017	PC	09/22/2017	24385	WYMAN, MATTHEW A.	927		1,505.74
09/16/2017	PC	09/22/2017	24386	BOSS, RYDER S.	932		856.99
09/16/2017	PC	09/22/2017	24387	MILLER, WILLIAM S.	933		1,189.61
09/16/2017	PC	09/22/2017	24388	DOUGLAS, MARK	935		568.48
09/16/2017	PC	09/22/2017	24389	TRAVERS, MANUEL J.	1000		1,636.68
09/16/2017	PC	09/22/2017	24390	STEVENS, JEFFREY W.	1028		327.22
09/16/2017	PC	09/22/2017	24391	RILEY, CASEY W.	1052		202.55
09/16/2017	PC	09/22/2017	24392	JONES, LARRY M.	1057		635.32
09/16/2017	PC	09/22/2017	24393	WILLSON, BRENDA R.	1059		456.01
09/16/2017	PC	09/22/2017	24394	BEAN, PETER J.	1060		765.49
09/16/2017	PC	09/22/2017	24395	FENNELL, DREW M.	1062		110.13
09/16/2017	PC	09/22/2017	24396	MCCALIB, RACHELLE L.	1066		106.48
09/16/2017	PC	09/22/2017	24397	MCMULLEN, DONALD R.	1067		841.52
09/16/2017	PC	09/22/2017	24398	BOYCE, REBECCA L.	1070		861.55
09/16/2017	PC	09/22/2017	24399	MCFARLAND, JONATHAN	1071		96.04
09/16/2017	PC	09/22/2017	121440	GERBER, SAMUEL A.	147		36.94
09/16/2017	PC	09/22/2017	121441	WHITLEY, ANDREW T.	522		1,910.27
09/16/2017	PC	09/22/2017	121442	MORRISON, KEVIN P.	601		1,335.70
09/16/2017	PC	09/22/2017	121443	JOHNSON, STEVEN P.	617		1,206.95
09/16/2017	PC	09/22/2017	121444	BISHAW, JAMES H.	633		708.05
09/16/2017	PC	09/22/2017	121445	GILL, DAVID R.	856		911.79
09/16/2017	PC	09/22/2017	121446	MATTER, DAWSON K.	1038		2,765.53
Grand Totals:			98				93,214.35

dm

Report Criteria:

Computed checks included
 Manual checks included
 Supplemental checks included
 Termination checks included
 Void checks included

Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
09/16/2017	09/22/2017	121447	4FRONT CREDIT UNION	9024	HSA-EMPLOYEE CONTRIB-4FR	277.69
09/16/2017	09/22/2017	121448	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST	191.88
09/16/2017	09/22/2017	121448	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	447.24
09/16/2017	09/22/2017	121449	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 9/16/2	59.00
09/16/2017	09/22/2017	121450	CHARLEVOIX STATE BA	9017	HSA - EMPLOYEE CONTRIB - C	1,259.62
09/16/2017	09/22/2017	121451	CHEMICAL BANK	9018	HSA - EMPLOYEE CONTRIB - C	150.00
09/16/2017	09/22/2017	121452	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	537.98
09/16/2017	09/22/2017	121453	MI STATE DISBURSEME	9012	FRIEND OF THE COURT Pay P	401.83
09/16/2017	09/22/2017	121454	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	1,836.43
09/16/2017	09/29/2017	121455	4FRONT CREDIT UNION	9028	Lump Sum Employer Contribution	22,500.00
09/16/2017	09/29/2017	121456	CHARLEVOIX STATE BA	9016	Lump Sum Employer Contribution	46,550.00
09/16/2017	09/29/2017	121457	CHEMICAL BANK	9027	Lump Sum Employer Contribution	2,500.00
Grand Totals:		12				76,711.67

Km

Check Number	Payee	Amount
10/03/2017		
121466	ADVANCED BUILDING	348.00
121467	AIRGAS USA LLC	68.01
121468	ALL-PHASE ELECTRIC SUPPLY CO.	25.91
121469	ALTA CONSTRUCTION EQUIP LLC	57.91
121470	ARCADIA BENEFITS GROUP INC	25.00
121471	AT&T LONG DISTANCE	106.29
121472	AVFUEL CORPORATION	17,610.06
121473	BEIJO DE CHOCOLAT LLC	9.00
121474	BERG, REBECCA	279.00
121475	BIOMEDICAL SOLUTIONS	425.00
121476	CAMPBELL, JOHN	312.01
121477	CENTRAL DRUG STORE	26.17
121478	CHARLEVOIX AGENCY	66.64
121479	CHARLEVOIX DISTRICT LIBRARY	30,062.50
121480	CHARLEVOIX SCREEN MASTERS INC	558.00
121481	CINTAS CORPORATION	93.00
121482	CINTAS CORPORATION #729	121.78
121483	CITY OF CHARLEVOIX - MISC	1,708.53
121484	COACHING SYSTEMS LLC	163.62
121485	COOK FAMILY FARMS	140.00
121486	CURTIS, SHAWN	55.96
121487	DCASSESSING SERVICES	4,371.08
121488	DeROSIA, PATRICIA E.	50.00
121489	DERUSHA, LORI & JEFFREY	9.48
121490	DHASELEER, CARL	160.00
121491	DITCH WITCH SALES OF MICHIGAN	1,600.95
121492	DOAN, GERARD P.	50.00
121493	DOTSON, LINDSEY J.	50.00
121494	DROST LANDSCAPE INC.	11,325.00
121495	ELLIOTT, PATRICK M.	50.00
121496	EMERGENCY MEDICAL PRODUCTS I	388.87
121497	ETNA SUPPLY	2,500.00
121498	EVANS, HAL	50.00
121499	FARMER WHITE'S	68.00
121500	FERGUSON & CHAMBERLAIN	292.00
121501	GELDERBLOM, PAUL	25.00
121502	GERBER HOMEMADE SWEETS	83.00
121503	GOLDING, JOYCE M.	50.00
121504	GOLF ASSOCIATION OF MICHIGAN	16.00
121505	GUNTZVILLER, RHONDA	118.00
121506	HANKINS, SCOTT A.	50.00
121507	HARBOR HOUSE PUBLISHERS	4,661.66
121508	HEID, THOMAS J.	50.00
121509	HEP'S HOMEBAKED GRANOLA	46.00
121510	HEYDLAUFF, MARK L	367.21
121511	HILLING, NICHOLAS A.	234.33
121512	INTERWATER FARMS INC	212.00
121513	INVISIBLE FENCE	255.65

Check Number	Payee	Amount
121514	IRISH BOAT SHOP	218.42
121515	JOE'S PROFESSIONAL SERVICES LLC	450.00
121516	KIRINOVIC, THOMAS F.	50.00
121517	KIWANIS CLUB OF CHARLEVOIX	40.00
121518	KLOOSTER, ALIDA K.	50.00
121519	KOORSEN FIRE & SECURITY	95.31
121520	KSS ENTERPRISES	1,167.82
121521	LAKE FOREST BAKING COMPANY	98.00
121522	LAKESHORE TIRE & AUTO SERVICE	5.00
121523	LEESE, M. CHRIS	36.38
121524	LOTTIE'S BAGELS	61.00
121525	MACGREGOR PLUMBING & HEATING	726.61
121526	MAYER, SHELLEY L.	50.00
121527	McGINN, KELLY A.	50.00
121528	MDC CONTRACTING LLC	6,000.00
121529	MI-AWWA	660.00
121530	MICHIGAN MUNICIPAL LEAGUE	2,017.57
121531	MICHIGAN MUSHROOM MARKET LLC	42.00
121532	MILLER, WILLIAM S.	50.00
121533	MUNSON HEALTHCARE CHARLEVOIX	55.40
121534	MURRAY, JOHN	1,562.50
121535	NETWORKS NORTHWEST	80.00
121536	NORTH COAST FASTENERS LLC	165.20
121537	NORTH COUNTRY CRITTERS	42.00
121538	NORTHERN A-1 ENVIRONMENTAL SE	1,156.25
121539	NYE UNIFORM CO	122.99
121540	OLESON'S FOOD STORES	418.13
121541	OLSON BZDOK & HOWARD	2,015.00
121542	OTEC	1,371.13
121543	PARASTAR INC.	2,342.84
121544	PHYSICIAN'S CLINIC OF CHARLEVOIX	115.00
121545	PLUNKETT & COONEY	340.00
121546	POLYDYNE INC	506.00
121547	POND HILL FARM LLC	237.00
121548	POSTMASTER	133.43
121549	POWER LINE SUPPLY	5,985.64
121550	PREIN & NEWHOF	1,169.50
121551	PRO IMAGE DESIGN INC	5,416.48
121552	PRO WEB MARKETING LLC	30.00
121553	REHMANN-ROBSON & CO	6,200.00
121554	RUSTIC BAKER	49.00
121555	SCHOOL OF PLANNING, DESIGN & C	2,500.00
121556	SHARROW, JACOB	1,000.00
121557	SHORELINE POWER SERVICES INC.	1,445.50
121558	SIEGRIST, DAVID	68.00
121559	SOUND ENVIRONMENTS	110.66
121560	SPENCLEY, PATRICIA L.	608.99
121561	SUEDE, BRUCE	22.27
121562	SWEM, DONALD L.	50.00

Check Number	Payee	Amount
121563	T & R ELECTRIC	9,600.00
121564	TRAVERS, MANUEL J.	50.00
121565	TRAVERSE REPRODUCTION	44.88
121566	UNIFIRST CORPORATION	616.69
121567	UP NORTH PROPERTY SERVICES LL	3,444.00
121568	VILLAGE GRAPHICS INC.	283.24
121569	WASHBURNE, BRENDA	77.00
121570	WATTA COOKIE LLC	35.00
121571	WCMU PUBLIC MEDIA	1,390.00
121572	WELLER, LINDA J.	50.00
121573	WINNELL, CHARLES	3,250.00
121574	WITTHOEFT, CHARLES	200.00
121575	WOOD SHOP, THE	300.00
121576	WURST, RANDALL W.	50.00
121577	WYMAN, MATTHEW A.	50.00
Total 10/03/2017:		146,024.45
Grand Totals:		146,024.45

Check Number	Payee	Amount
09/18/2017		
91817001	MICHIGAN PUBLIC POWER AGENCY	46,385.93
Total 09/18/2017:		46,385.93
Grand Totals:		46,385.93

Check Issue Date	Check Number	Payee	Amount
92217001			
09/22/2017	92217001	**EFTPS* Payroll Taxes	8,673.46
09/22/2017	92217001	**EFTPS* Payroll Taxes	8,673.46
09/22/2017	92217001	**EFTPS* Payroll Taxes	2,028.52
09/22/2017	92217001	**EFTPS* Payroll Taxes	2,028.52
09/22/2017	92217001	**EFTPS* Payroll Taxes	13,364.68
Total 92217001:			
	5		34,768.64
92217002			
09/22/2017	92217002	Alerus Financial	420.00
Total 92217002:			
	1		420.00
92217003			
09/22/2017	92217003	STATE OF MICHIGAN	5,019.66
Total 92217003:			
	1		5,019.66
92217004			
09/22/2017	92217004	Vantagepoint - 401 Plan 109153	742.50
Total 92217004:			
	1		742.50
92217005			
09/22/2017	92217005	Vantagepoint - 457 Plan 300959	4,863.59
09/22/2017	92217005	Vantagepoint - 457 Plan 300959	666.24
09/22/2017	92217005	Vantagepoint - 457 Plan 300959	1,863.53
09/22/2017	92217005	Vantagepoint - 457 Plan 300959	5,403.12
Total 92217005:			
	4		12,796.48
92217006			
09/22/2017	92217006	Vantagepoint - Roth IRA 706117	1,061.53
Total 92217006:			
	1		1,061.53
Grand Totals:			
	13		54,808.81



Check Number	Payee	Amount
09/22/2017		
92217007	MERS	29,811.29
Total 09/22/2017:		29,811.29
Grand Totals:		29,811.29

Check Number	Payee	Amount
09/25/2017		
92517001	MICHIGAN PUBLIC POWER AGENCY	12,552.59
92517002	MICHIGAN PUBLIC POWER AGENCY	291,281.53
Total 09/25/2017:		303,834.12
Grand Totals:		303,834.12

Check Number	Payee	Amount
10/03/2017		
2956	CHARLEVOIX COUNTY TREASURER	74,839.71
2957	CHARLEVOIX PUBLIC SCHOOLS	88,965.11
2958	CHARLEVOIX PUBLIC SCHOOLS	17,904.12
2959	CHARLEVOIX PUBLIC SCHOOLS	3,580.54
2960	CHARLEVOIX PUBLIC SCHOOLS	3,580.54
2961	CITY OF CHARLEVOIX - TAXES DUE	88,022.07
2962	VANWIEREN, GORDON & MARY	49.66
Total 10/03/2017:		276,941.75
Grand Totals:		276,941.75

CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT

CHARLEVOIX CITY COUNCIL

Public Hearings and Actions Requiring Public Hearings

TITLE: Public Hearing: Vacation of Ferry Avenue Right of Way

DATE: October 2, 2017

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

In 1989, the City moved the trajectory of Ferry Avenue to the west to occupy area vacated by the railroad line. In so doing, the former right-of-way for Ferry Avenue was left in somewhat of an unclear situation. In the opinion of Jim Young, City Attorney at the time, the road is a user road meaning the the right of way should revert back to the original land owner. This is supported by a letter written in 1989 by local surveyor Mary Feindt. Even with these contemporaneous opinions, the original right-of-way persisted on maps.

Irish Boat Shop owns a vacant lot between Ferry Beach Park and Foster Boat Works as can be seen on the map. Irish Boat Shop would like confirmation of the point from which they should measure set-backs for any future development on their property. Given the information outlined above, there is a strong case, supported by our current City Attorney, that the right-of-way from the original street was extinguished when the City moved the street. Nevertheless, a clear way of eliminating any confusion is for the City to vacate this portion of the right-of-way in accordance with City ordinance. This obligates Irish Boat Shop to pay a \$250 vacation fee which has been received.

The City published the public hearing in the newspaper as well as notified by mail all residents and property owners within 300 feet of the potentially vacated area.

RECOMMENDATION:

Motion to approve Resolution 2017-10-01 to vacate a portion of the former Ferry Avenue right of way.

ATTACHMENTS:

- ❑ Drost-Mandville Deed
- ❑ Mary Fiendt Letter
- ❑ Council Minutes 1990
- ❑ Ferry Avenue Map- Proposed Vacation
- ❑ Resolution 2017-10-01

KNOW ALL MEN BY THESE PRESENTS: That Irving H. Drost and Anna J. Drost, his wife,
whose address is 1307 Bridge Street, Charlevoix, Michigan 49720,
AND Irving E. Manville & Rose M. Manville, his wife,
whose address is c/o Silver Birch Motel, U.S. 31 South, Charlevoix, Michigan,
Conveys and Warrants to Irish Boat Shop, Inc., a Michigan Corporation,
whose address is Harbor Springs, Michigan

the following described premises situated in the City of Charlevoix
County of Charlevoix, and State of Michigan, to-wit:

Commencing at a point 12k chains (808.5 feet) South of the quarter post
between Sections 26 and 35, Town 34 North, Range 8 West, being the
Southwest corner of a piece of land formerly deeded by Madad Thompson
to George W. Wood; thence South along the North and South quarter line
of said section, 5 chains (330 feet); thence East to the center line of
Ferry Avenue, being the point of beginning of this description; thence
continuing East along the prolongation of the last described course to
the shore of Lake Charlevoix; thence Northerly along said shore to the
South line of the former George W. Wood property; thence Westerly along
said line to the center line of said Ferry Avenue; thence Southwesterly
along the center line of said avenue to the point of beginning; being
part of Government Lot 1, Section 35, Town 34 North, Range 8 West.
Subject to the rights of the public and of any governmental unit in any
part thereof taken, used or deeded for street, road or highway purposes.

It is hereby agreed and understood that neither grantee, or its assigns,
shall hereafter construct any structure or building on the above des-
cribed parcel higher than 35 feet from the natural ground level of said
parcel.

for the consideration of \$100,000.00 (One Hundred Thousand and 00/100) Dollars
subject to restrictions of record.

Dated this 3rd day of January, 1978.

Witnesses:

M. J. Foster
M. J. Foster
Sherrie L. Loucks
Sherrie L. Loucks
M. J. Foster
M. J. Foster
Sherrie L. Loucks
Sherrie L. Loucks

Signed and Sealed:

Irving H. Drost (L.S.)
Irving H. Drost
Anna J. Drost (L.S.)
Anna J. Drost
Irving E. Manville (L.S.)
Irving E. Manville
Rose M. Manville (L.S.)
Rose M. Manville

STATE OF MICHIGAN)
COUNTY OF CHARLEVOIX ss.

The foregoing instrument was acknowledged before me this 3rd day of January,
1978, by Irving H. Drost & Anna J. Drost, his wife, and Irving E. Manville,
& Rose M. Manville, his wife.

My Commission Expires:

September 29, 1980

Charlevoix County, Michigan

Instrument

Drafted by John R. Michael, Attorney

Business

Address Pine River Bldg., Charlevoix, Mi.

MARY C. FEINDT, President
Michigan Licensed Land Surveyor

FAYE A. FEINDT, Vice-Pres.
Administration
Corporate Secretary

LAWRENCE R. FEINDT, Vice-Pres.
Michigan Licensed Land Surveyor
Illinois Registered Land Surveyor

GEORGE J. AVENDT, JR.
Michigan Licensed Land Surveyor

JAMES B. MALEWITZ
Michigan Licensed Professional Engineer

Charlevoix Abstract & Engineering Co.

ABSTRACTS of TITLE
TITLE INSURANCE
SURVEYING
ENGINEERING



Women's Business
Enterprise
[WBE]

FIELD OFFICE —
6738 GREENVIEW
DETROIT, MI 48228
(313) 271-0466

213 Bridge St. / P. O. Box 18

Charlevoix, Michigan.

49720

Phone 616 547-9901
FAX 616 547-0041

March 21, 1989

Robert L. Hoffman
Charlevoix City Attorney
103 Belvedere
Charlevoix, Michigan 49720

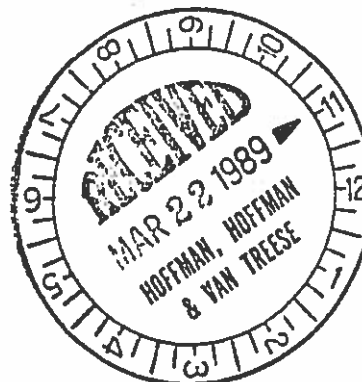
Dear Bob:

This letter is to verify to you that Ferry Avenue of the City of Charlevoix is a "User" street. There has never been anything recorded to authenticate the location of the portion of said street, which has as its Northerly terminus, the Southerly boundary of Eaton's Addition to the Village (now City) of Charlevoix and its Southerly end, the Northerly line of Stover Road.

As a Licensed Land Surveyor I also have knowledge that we have always located said street by taking the center line of the manner in which it now exists.

Sincerely,

Mary C. Feindt
Mary C. Feindt



May 21, 1990
7:00 p.m.

The Charlevoix City Council met in regular session on the above date and time in the Council Chambers of City Hall with Mayor Gary Probert presiding.

PRESENT: Mayor Probert, Manager Wiesner and Attorney Young
Councilmembers Haggard, Whitley, Hoffman, Gaskin, Russell & Potter
ABSENT: None.

PLEDGE OF ALLEGIANCE TO THE FLAG:

INQUIRY INTO POTENTIAL CONFLICTS OF INTEREST:

Councilwoman Gaskin stated Attorney Young has advised she may have a conflict on the Public Hearing for Mr. Spooner, 119 Belvedere Avenue because she lives within 300 feet.

Councilman Russell indicated he has a conflict with the purchase of a vehicle from Kusina Motors as he is employed by them.

APPROVAL OF MINUTES:

The minutes of Regular meeting on May 5, 1990 and Special meeting on May 14, 1990 were approved as printed in the Minute Book.

PUBLIC COMMENTS:

Norm Probert commented on the fact that the City has not received response to communications to our legislators regarding the abandonment of the railroad right-of-way. Mayor Probert reported he and Councilwoman Gaskin had attended a meeting for this purpose this morning.

PUBLIC HEARING-INDUSTRIAL TAX ABATEMENT-MICHIGAN SCIENTIFIC, 200 Ance Road:

Michigan Scientific has filed the proper applications and according to the Charlevoix Industrial Tax Abatement Policy has a score of 115 points which qualifies them for a 12 year tax abatement. They propose to construct an addition of 6,250 square feet to their existing facility.

Moved by Councilmember Hoffman, supported by Councilmember Russell to approve the application for a 12 year Industrial Tax Abatement for Michigan Scientific Corporation, 200 Ance Road for an addition to their existing facility.

Motion approved with the following yea and nay vote:

YEAS: Councilmembers Haggard, Whitley, Hoffman, Gaskin, Russell & Potter
NAYS: None
ABSENT: None.

PUBLIC HEARING-DEVELOPMENT PLAN REVIEW-IRISH BOAT SHOP, 220 Ferry Avenue:

Irish Boat Shop representative, Bill Kenifeck, stated they will complete the landscaping after the sewer is installed. The second driveway will be used mainly as a "work driveway."

In response to a concern, Attorney Young advised that when the roadway was moved, ownership of the right-of-way reverted to the adjacent owners, Irish Boat Shop, according to the Operation of Law.

Moved by Councilmember Russell, supported by Councilmember Hoffman to approve the Site Plan for Irish Boat Shop, 220 Ferry Avenue for a second driveway as recommended by the Planning Commission on May 14, 1990.

Motion approved with the following yea and nay vote:

YEAS: Councilmembers Haggard, Whitley, Hoffman, Gaskin, Russell & Potter
NAYS: None
ABSENT: None.

SKETCH

Part of Government Lot 1 &
Part of the East 1/2 of the Northwest 1/4
Section 35, T 34 N, R. 8 W.
Part of Lot 1 & Lot 2

J. Milo Eaton's Addition -
City of Charlevoix, Charlevoix County, Michigan.

POINT OF BEGINNING
N.W. CORNER OF LOT 2
J. MILO EATON'S ADDITION
NORTH LINE OF
Sec. 35, T 34N, R 8W,

East
66.02

100.03
South
East

LOT / / 2

EATON
AVENUE

CHARLEVOIX COUNTY CONDOMINIUM
SUBDIVISION PLAN NO. 20
(NORTHWEST MARINE YACHT BAS

LOT 1
446.62
(FOSTER BOAT WORKS
CONDOMINIUM)

Irish Boat Shop

Charlevoix Devel. &

LI.282, Pg 87

City of Charlevoix

Michael L. & Susan Barnard
Li.166, Pg 24

East : 380.05'

John C. Malpeli, Jr.
Li. 280, Pg. 995 (PARCEL)

John C. Malpeli, Jr.
Li. 280, Pg. 995
(PARCEL 2)

Arthur Edwards, et al
Li. 166, Pg. 507

Joseph H. &
Anna K. Felo
LF201, Pg. 492

**Donald D. &
Lorraine M. Kelly**
Li. 218, Pg. 142

REC. AS 1162.26' EAST-
OF THE WEST 1/8 LINE,
SEC. 35, T 34 N, R 8 W.

Charlevoix Abstract & Engineering Co.

ABSTRACTS of TITLE TITLE INSURANCE



SURVEYING ENGINEERING

FOR: City of Charlevoix

FIELDWORK: N/A

COMPUTED BY: N/A

DRAWN BY: F.A.F.

CHECKED BY: S.A.C.

SCALE: 1" =

CITY OF CHARLEVOIX
RESOLUTION NO. 2017-10-01
VACATE A PORTION OF FERRY AVENUE RIGHT OF WAY

- WHEREAS,** Ferry Avenue was relocated from its historic location to its current location in 1989; and
- WHEREAS,** the City has not yet determined whether it owns or retains any interest in the historic right of way for Ferry Avenue as a result of the relocation; and
- WHEREAS,** the owner of the Irish Boat Shop has requested that the City vacate a portion of the historic road right of way for Ferry Avenue to resolve any ambiguities about ownership; and
- WHEREAS,** the portion of the historic right of way is occupied by an asphalt area under the operation and control of the Irish Boat Shop; and
- WHEREAS,** to the extent that the City still owns or retains any interest in the historic right of way; the City believes historic right of way area in question is surplus and the vacation of the right of way is in the best interest of the public health, safety and welfare; and
- WHEREAS,** the City is authorized to vacate the historic road right of way through the authority provided in MCL 117.4h(1), MCL 560.256, and MCL 560.257, and the City Code of Ordinances, Article VI (Sections 4.58-4.60); and
- WHEREAS,** the procedures have been followed for the vacation of a public street under the applicable City Code; and
- WHEREAS,** after a public hearing, the City Council has determined that it is advisable to vacate, discontinue and abolish a portion of Ferry Avenue described as follows:

In the City of Charlevoix, Charlevoix County, Michigan,
BEGINNING at a T-iron stake at the Southwest corner of Lot 1 of J. Milo Eaton's Addition to the City of Charlevoix, as recorded in Liber 1 of Plats, Page 54 and 55; thence along the East line of Ferry Avenue, as it existed in 1978, South 01°10'24" West 46.54 feet to a ½" re-rod; thence continuing along the last described course, South 05°53'24" West 292.85 feet to a ½" re-rod on the South line of the former Irving H. & Anna J. Drost and Irving E. & Rose M. Manville Property described in Liber 247, Page 543, Charlevoix County records; thence along the South line of said Drost and Manville Property, North 89°03'36" West 33.12 feet to the center line of said Ferry Avenue and West line of said Drost and Manville Property; thence along said center line and West line of said Drost and Manville Property, North 05°53'24" East 214.89 feet to a point being 66 feet East of the West line of the former C & O Railroad Right-of-Way, as measured perpendicular thereto; thence parallel with the West line of said railroad right-of-way, North 15°40'09" East 128.46 feet to the South line of said J. Milo Eaton's Addition; thence along the aforementioned South line, South 88°51'31" East 7.38 feet to the point of beginning, being a part of Government Lot 1, Section 35, Township 34 North, Range 8 West and containing 0.224 acres. Subject to the right of the public and of any governmental unit in any part thereof taken, used or deeded for street, road or highway purposes.

NOW THEREFORE BE IT RESOLVED, that the above referenced portion of the Ferry Avenue right of way in the City of Charlevoix is hereby abandoned.

RESOLVED this 2nd day of October 2017 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas:

Nays:

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Fall 2017 Tree Planting Project

DATE: October 2, 2017

PRESENTED BY: Patrick M. Elliott, Department of Public Works Superintendent

BACKGROUND:

In the approved 2017/18 budget, we have allocated a total of \$44,000.00 to plant street trees in the City's ROW throughout town. This money is budgeted in the Major and Local Street fund. We also have money in a fund with the Charlevoix County Community Foundation that is specifically there for planting trees.

In early September we advertised for this work and on September 21, 2017 we opened three sealed bids. See attachment.

As you can see Louis A. Hoffman Nursery from Harbor Springs was the low bidder at \$67,380.00. His bid also had a couple deductions that totaled \$35.00 per tree (\$6,020.00 in total) if the City would supply the water tank for the initial watering and if they did not have to stake each tree. Both of these items are not an issue. With those deductions his new bid price is \$61,360.00. This company is also the same company that has planted the City trees for a number of years now and have completed the work on time and on budget with quality material.

In order to stay within budget and not deplete the fund with the Community Foundation, I have decided to eliminate 16 trees that would have been planted on the City Golf Course property along US 31. By making this reduction we will utilize all of the money that the City budgeted and also approximately \$5,500.00 of the money at the Community Foundation. This still leaves a healthy fund balance to be used in future years for tree planting.

The overall bid is for planting just over 150 trees.

RECOMMENDATION:

It is staffs recommendation that we accept the bid from Louis A. Hoffman and enter into an agreement with him for the amount of \$49,456.00.

ATTACHMENTS:

- ▣ 2017 Tree Planting Bid Tab



CITY OF CHARLEVOIX

TREE PLANTING

Bid Opening at City Hall
September 21, 2017 at 2pm

Bidder Name	Total Cost
Site Planning Development Charlevoix, MI	\$147,500
Louis A. Hoffman Nursery Harbor Springs, MI 49740	\$67,380* *with exceptions
Inhabitect Traverse City, MI	\$126,800

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Ethics and Conflict of Interest

DATE: October 2, 2017

PRESENTED BY: Luther Kurtz, Mayor

BACKGROUND:

I would like the Ethics and Conflict of Interest subject to be placed on the agenda for this coming meeting. It seems that we have not had a formal discussion about this in some time, but it is brought up at almost every meeting in some fashion. I think it will be good to give everyone an opportunity to share their thoughts about how we should move forward from here, about how the current resolution works, and about how the proposed ordinance would or could have worked.

RECOMMENDATION:

Discussion

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Bridge Lighting Concept

DATE: October 2, 2017

PRESENTED BY: Leilani Durbin, Resident & Mark L. Heydlauff, City Manager

BACKGROUND:

The late Charlevoix resident Paul Belding had an idea to light the Charlevoix bascule bridge as many other bridges around the world are lit. Now after his passing, Leilani Durbin and a group of local residents would like to organize a movement to bring this plan to fruition. In your packet, you will find several sample pictures of other bridges and a letter of support from the Charlevoix Area Chamber of Commerce for this project.

The DDA/Main Street Board heard the presentation on Monday, September 25 and had a favorable opinion of the concept (letter included). Ultimately, the Michigan Department of Transportation will need to approve the project but we felt it was important to have a broad cross-section of local support for the concept before the group raised money and moved forward.

There is a video about the project and you can copy this link into your browser for more: www.facebook.com/charlevoixbridgelightingproject

RECOMMENDATION:

Council discussion and direction

ATTACHMENTS:

- ❑ Chamber Letter of Support
- ❑ Main Street Support Letter
- ❑ Bridge Sketch
- ❑ Bridge Example 1
- ❑ Grand Rapids Blue Bridge
- ❑ Bridge Example 2
- ❑ Bridge Example 3



September 21, 2017

Dear Leilani Durbin,

I am writing this letter in support of the "Lighting of the Bridge Project."

Projects like these are important for a community to embrace. This is a wonderful way to engage our community and to improve and beautify an important gateway to our City.

This project is not unlike the efforts of Keep Charlevoix Beautiful and the petunias that line 5 miles of US 31 annually. This community initiative was, and is, embraced by our community of volunteers - which has grown from a grassroots effort into an annual celebration. Beauty is a silent but powerful force that makes communities safer, healthier and more livable.

The Charlevoix Area Chamber of Commerce gives our support. Please contact me directly if I can be of any further assistance.

Sincerely,

A handwritten signature in dark ink, appearing to read "A. Hubbard", is written over a light blue circular stamp that is partially visible behind the signature.

Alison M. Hubbard
President
Charlevoix Area Chamber of Commerce

109 Mason Street, Charlevoix, Michigan, 49770



September 26, 2017

Leilani Durbin
Charlevoix, MI 49720

Dear Ms. Durbin,

On behalf of the Charlevoix Main Street/Downtown Development Authority (DDA) Board of Directors I am writing to show our support for the Lighting Charlevoix's Bridge project. We believe the Lighting Charlevoix's Bridge project will greatly benefit the community.

The mission of the Charlevoix Main Street DDA program is to strengthen the year-round economic vitality of our vibrant historic business district through community efforts, events, and public/private partnerships while fostering a sense of community pride and ownership. The Lighting Charlevoix's Bridge project supports the mission of our organization to make downtown Charlevoix vibrant year-round. We believe this project will complement our past efforts to re-introduce LED lighting in the trees downtown and also the "Lights on the Round" project which successfully encouraged the lighting of boat houses on Round Lake.

Overall the positive impact of the Lighting Charlevoix's Bridge project will be far-reaching. As our community continues to work together to make Charlevoix an attractive destination for new residents, businesses, and developments, efforts like this will also improve the quality of life for all who visit, live, and work in our beautiful city.

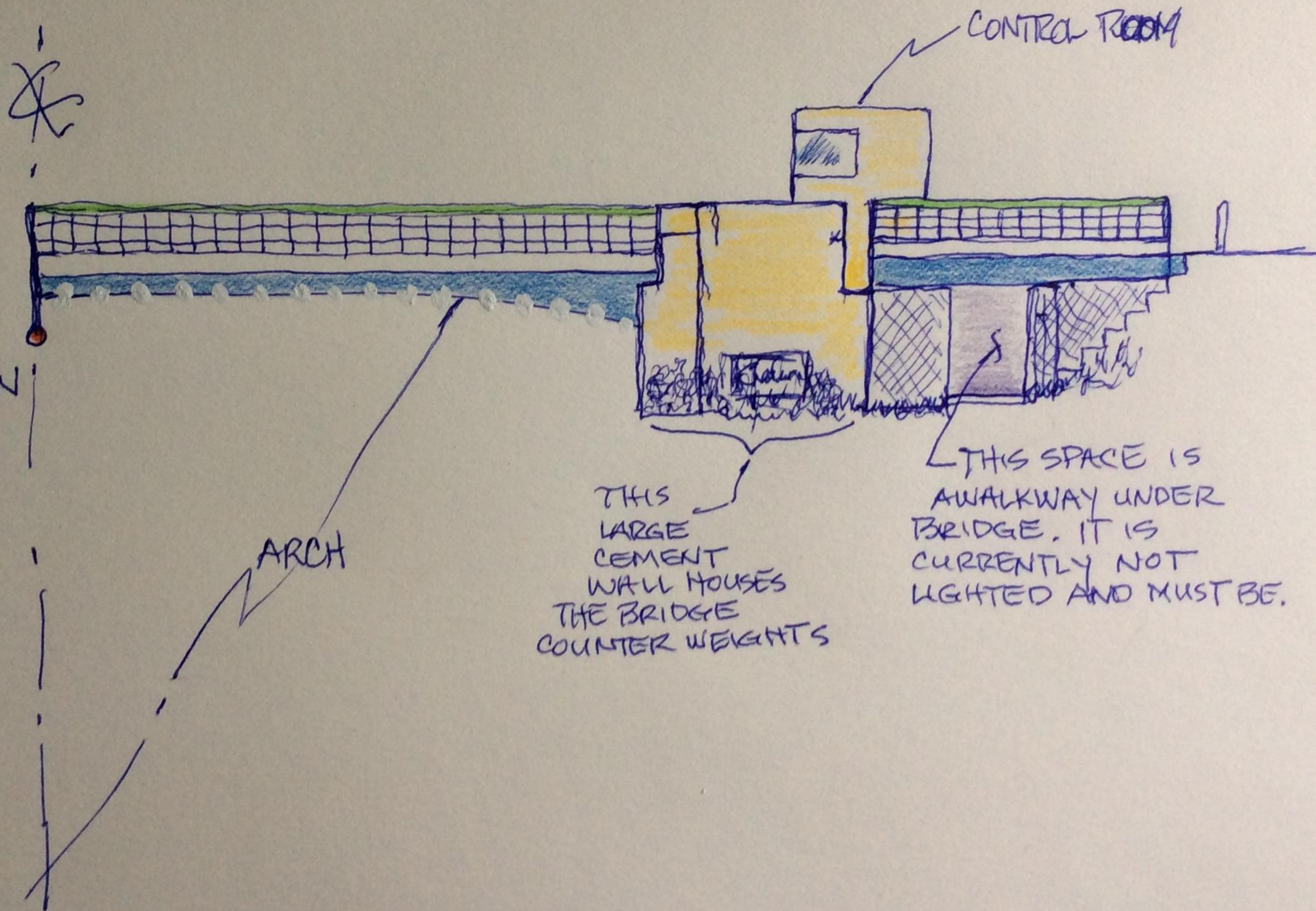
The Charlevoix Main Street DDA Board of Directors enthusiastically support the efforts of your team to light the bridge and look forward to future discussions about partnership opportunities.

Sincerely,

Lindsey J. Dotson

Lindsey J. Dotson
Executive Director

THE ARCH OF
BRIDGE MAY BE
LIGHTED W/ POINTS
OF LIGHT.
SPACING BETWEEN
POINTS TO BE
DETERMINED.











CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Resolution Supporting State Historic Tax Credits

DATE: October 2, 2017

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

A bill to reinstate the Michigan Historic Preservation Tax Credit has been introduced in the state Senate. Senate Bill 469, sponsored by Sen. Wayne Schmidt, would reinstate the popular program that offers a credit of up to 25 percent of rehabilitation expenses against state income tax.

Examples of how this could be of direct benefit to Charlevoix include:

- Incentive to encourage the nomination of historic properties to the National Register of Historic Places either individually or as districts (commercial or residential)
- State tax credits on historic commercial or residential properties undergoing rehabilitation
- Incentive to encourage more private investment in historic properties within our city, increasing property values
- Incentive to make improvements that are "appropriate" to restore or maintain the integrity of a historic structure
- This state tax credit could be coupled with the federal historic tax credit for even more incentive
- This would be the only tool available for private homeowners to take advantage of related to historic preservation. All other programs are geared toward non-profit owned or commercial properties.

Sen. Schmidt's bill will bring back one of the most valuable tools to level the financial playing field for historic preservation projects – and the only tool available for those restoring owner-occupied homes. Historic preservation projects have been a key part of nearly every successful "revitalization" story in Michigan, and have helped make Michigan places more attractive, more economically viable and more emotionally engaging with both residents and visitors. This tax credit is a powerful tool to save historic resources and the communities they are in.

These programs are used to fill gaps in the financing of rehabilitation real estate projects and are issued only after rehabilitation expenses are incurred. Therefore projects generate significant economic impact and state and local tax revenue before the credits are issued.

Michigan's HTC program is one of the state's most useful tools for revitalizing older communities. They make rehabilitation projects possible, and those projects drive economic growth in Michigan.

RECOMMENDATION:

Motion to approve Resolution 2017-10-02 supporting the reinstatement of State Historic Tax Credits Senate Bill 469.

ATTACHMENTS:

- ▣ Resolution 2017-10-02

CITY OF CHARLEVOIX
RESOLUTION NO. 2017-10-02
SUPPORTING THE REINSTATEMENT OF STATE HISTORIC TAX CREDITS SENATE BILL 469

- WHEREAS,** the historic buildings, neighborhoods and places in Michigan villages, towns and cities distinguish each community and provide character and a sense of place that contribute significantly to the quality of life and the economic benefits enjoyed in and by each community; and
- WHEREAS,** the preservation and rehabilitation of historic buildings, places and neighborhood contributes to the beauty, character and economic vitality of Michigan communities; and
- WHEREAS,** the labor intensive nature of historic rehabilitation creates jobs and investment in local businesses and has been proven to generate more economic activity than equivalent investment in new construction; and
- WHEREAS,** demolition or destruction of historic buildings creates costs to Michigan and its communities by destroying the embodied energy present in each structure and adding significantly to landfills, whose makeup is estimated to be more than 40 percent building materials and waste; and
- WHEREAS,** development and redevelopment within established villages, townships and cities is encouraged to help fulfill Michigan's goals to Restore Our Cities, Protect Our Environment and Create More and Better Jobs; and
- WHEREAS,** many public policies and financial and lending practices and policies create disincentives or barriers to the preservation, renovation and rehabilitation of historic buildings and resources and create a preferential financial environment for new construction; and
- WHEREAS,** Michigan has measured the economic impacts of the state historic tax credit programs and seen significant positive direct impacts on neighborhood and community revitalization, affordable and market-rate housing preservation and creation, local skilled jobs creation and additional private investment in areas surrounding tax-credit-driven revitalization projects; each \$1.0 of credit issued leverages \$10.56 in direct economic impact. The Michigan HTC, during its twelve year history has leveraged \$251 million in Federal historic tax credits, and
- WHEREAS,** the former Michigan Historic Tax Credit has leveraged \$1.46 billion in direct rehabilitation activity and created 36,000 jobs since its enactment in 1999 through its elimination in 2011; and
- WHEREAS,** the Michigan legislature is presently considering Senate Bill 469, that would reinstate an up-to-25 percent investment tax credit for owners of historic residential and commercial properties who substantially rehabilitate their properties.

NOW THEREFORE BE IT RESOLVED, by the Charlevoix City Council that the City of Charlevoix endorses and supports Senate Bill 469 and calls upon the Michigan Legislature to pass this important legislation and Governor Snyder to sign it, in order to stimulate appropriate development and redevelopment and protect the historic character and quality of life of our communities; and

BE IT FURTHER RESOLVED THAT, a copy of this Resolution be forwarded to State Senator Wayne Schmidt, State Representative Triston Cole, the Senate Finance Committee, Governor Snyder and the Michigan Historic Preservation Network.

RESOLVED this 2nd day of October, 2017 A.D.

Resolution was adopted by the following yeas and nays vote:

Yeas:

Nays:

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Code Recodification Consultant

DATE: October 2, 2017

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

Section 5.7 of the City Charter requires that the City Code be codified at least every 10 years. Funds were included in this year's budget to hire a firm to conduct this task. This firm would host the code in a web-based format and maintain it so that the code is always up to date. This will make public access much easier. Also as part of this process, the firm would provide a comprehensive review of the code, identify internal inconsistencies, and also inconsistencies with state and federal statute.

A request for proposals was sent to three firms who routinely perform this work in Michigan. Pricing for recodification is normally based on the volume and length of the current code. We based our RFP on 422 pages though that did not include the City Charter. Currently, the code is not uniform in style so variation above or below this amount is likely.

American Legal Publishing provided the lowest bid at \$8,000 and they include a provision for a discount if the page count is lower than we expect. They, like the other two bids, will bill a set rate for additional pages beyond the estimated 422.

Full proposals are available for review at my office but since they are rather lengthy, we have only included the bid tabulation. If you'd like to see an example of an online code, I used American Legal Publishing for this project when I was City Manager of Bronson. For their code, copy and paste the following link into your browser: <http://www.amlegal.com/library/mi/bronson.shtml>

GOALS:

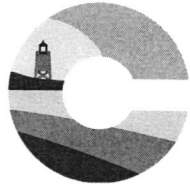
Provide strong stewardship of public resources and promote good governance

RECOMMENDATION:

Motion to approve an agreement with American Legal Publishing for the recodification of the City Code and authorize the City Manager and City Clerk to make all necessary arrangements.

ATTACHMENTS:

- ▣ Bid Tabulation



CITY OF CHARLEVOIX

RECODIFICATION

Bid Opening at City Hall
September 11, 2017 at 10pm

Bidder Name	Total Cost
American Legal Publishing Cincinnati, OH	BASE \$8,000 SUPP \$19 ONLINE \$450/YR
General Code, LLC Rochester, NY	BASE \$8,400 SUPP \$18 ONLINE \$695-1,195/YR
Municipal Code Corp. Tallahassee, FL	BASE \$12,950 (600pgs) SUPP \$19 ONLINE \$395/YR

CHARLEVOIX CITY COUNCIL

Reports and Communications

TITLE: City Manager Comments

DATE: October 2, 2017

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

Infrastructure Update

Construction is progressing on-schedule for the intersections of Hurlbut and Antrim Street but given that some of the underground utilities are more than 100 years old there have been challenges along the way. Ideally, paving will occur on Friday and the road will reopen over the weekend. Asphalt mixes are prescribed by MDOT and must be given proper cooling time prior to re-opening traffic. The rain forecast for Friday could set back the paving, event into next week.

Construction on Hampton Village is tentatively set to begin on October 4 and asphalt work throughout the rest of the community is tentatively going to begin on October 3.

Lake Michigan Beach Park Design

Seven firms submitted proposals for our Lake Michigan Beach Park enhancement design request. We'll likely bring a recommendation to you on a firm in mid-October.

USCG Acacia Buoy

In case you haven't seen it, the former buoy from the *USCG Acacia* has been restored and placed along the channel near the propeller from the *Challenger*.

The following events are planned in public spaces during the month of October:

- o October 7th – Leif Eriksson Day Row and Run & Society of Creative Anachronism (SCA) battle demonstrations -- Depot Beach and Ferry Beach
- o October 7th – Nemedi Wedding, Lake Michigan Beach
- o October 13th, 14th & 15th – Apple Festival, East Park
- o October 14th – Apple Fest Fun Run
- o Every Thursday – Farmer's Market in East Park until Oct 5th
Farmer's Market moves to the Library on October 12
Last Market on Tuesday, November 21st

ATTACHMENTS:

- ❑ Approved Downtown Development Authority/Main Street Minutes - July 24, 2017
- ❑ Approved Solid Waste Ad Hoc Committee Minutes - August 2, 2017

CITY OF CHARLEVOIX
CHARLEVOIX DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET MINUTES
Monday, July 24, 2017 at 5:30 p.m.
210 State Street, Charlevoix, Michigan

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
Chair: Kirby Dipert
Members Present: Richard Christner, Fred DiMartino, Tami Gillespie, Luther Kurtz, Carissa Mullaney, Maureen Owens, Rick Wertz, John Yaroch
City Staff: Lindsey Dotson, Executive Director
4. **Inquiry into Potential Conflicts of Interest**
Member Mullaney indicated that she would abstain from the vote on New Business, Item 8b, Post Venetian Festival Road Closure Business Owner Survey.
5. **Consent Agenda**
 - a. Minutes of the June 26, 2017 Regular Board Meeting
 - b. Committee Meeting Minutes
 - c. Main Street Monthly Report for June 2017

Chair Dipert stated that a correction was needed on page 2 of the June 26th meeting minutes, 3rd paragraph, to show that Member Mullaney abstained from the vote, not Member Gillespie. Member Yaroch indicated that he was not present at the June 26th meeting.

Motion by Member Owens, second by Member Wertz, to approve the Consent Agenda with the two corrections to the minutes of the June 26, 2017 regular Board meeting minutes. Motion passed by unanimous voice vote, Member Yaroch abstaining.

6. **Reports**
 - a. Director's Report
Director Dotson described the additional items that were distributed to the Boardmembers: draft agenda for the upcoming Strategy Implementation session; *Life in Charlevoix* app user pie chart; and the printed downtown maps would be delivered by August 1st.
 - b. Branding Update
Director Dotson stated that a5 would be working on a new City flag and truck decal design at the request of the City Manager. All materials should be submitted to the City by the week of August 7th with everything formally launched in mid-September.
7. **Old Business**
8. **New Business**
 - a. Charlevoix Homeshare Program
Director Dotson stated that the City asked the DDA to post the information on their website because the conversation about this program started in the Economic Vitality Committee. She stated that the website was not live yet, as it was waiting final approval by the City Attorney. She described the information to be included on the website.
 - b. Post Venetian Festival Road Closure Business Owner Survey
Dan Barron, Venetian Festival Chair, reviewed of the most recent Venetian Festival and a possible business owner survey. Discussion followed regarding potential survey questions: comparing retail sales from last year to this year, weather comparisons, traffic, and asking vendors and business owners for suggestions for improvements. Mr. Barron supported the idea of a business owner survey, but felt that the general public should be included as well.

He would like to see a list of the in-season events being promoted by Venetian, Main Street, and the Chamber and have the merchants rank the events. Mr. Barron suggested a question such as "what three aspects of Venetian do you enjoy the most or find the greatest benefit from and what would be your top three suggestions for improvement of Venetian?"

Mayor Kurtz thanked Mr. Barron and all those involved in Venetian. He suggested having someone from the Chamber, Mr. Barron, and a DDA Board member on a sub-committee to develop the questions for a draft survey for the Board to review. Discussion followed regarding a process to develop the survey.

Jodi Bingham felt that the survey should have a specific direction. Chair Dipert felt the survey should include "what is new" (the road closure issues.)

Allison Hubbard indicated that the Chamber Board was asked to consider a road closure for Apple Fest this fall and the results of a survey regarding the road closure issues would be very worthwhile to consider.

Motion by Member Yaroch, second by Member Wertz, to authorize the Director to form her executive committee of the stakeholders in the community including law enforcement to develop this survey, with probably no less than six members. Motion passed by unanimous voice vote.

9. Public Comment

10. Request for Future Agenda Items

11. Board Comments

Chair Dipert stated that they have not discussed the Bridge Park building in a while. Director Dotson stated that there was an issue with the HVAC system and flooring, but that repair work was completed.

12. Adjourn

Motion by Mayor Kurtz to adjourn the meeting. Motion passed by unanimous voice vote. Meeting adjourned at 6:17 p.m.

Joyce Golding/fgm

City Clerk

Kirby Dipert

Chair

**CITY OF CHARLEVOIX
SOLID WASTE AD HOC COMMITTEE
August 2, 2017
Minutes**

CALL TO ORDER

The meeting was called to order at 2:00 p.m.

ROLL CALL

Members Present: Councilmember Gibson, Council Member Hagen, Judy Clock, Nelson Fletcher

City Staff: Sarah Lucas, Networks Northwest/City of Charlevoix Staff Planner

INQUIRY INTO POTENTIAL CONFLICTS OF INTEREST

None.

APPROVAL OF AGENDA

The agenda was accepted as presented.

NEW BUSINESS

1. Solid waste and recycling issues

Staff Planner Lucas provided background and context for the solid waste committee. Concerns have been expressed by Council members, Planning Commission members, and the public related to solid waste pickup. Staff was directed to review how solid waste pickup is addressed in the City Code. There is a garbage and rubbish section of the City Code, and there are a number of references to solid waste elsewhere in the City Code. They are not always consistent with each other, and it appears that the provisions of the Garbage and Rubbish Ordinance are not enforced. She continued that there are a number of ways that other cities address these types of issues, including scenarios where all haulers must be registered and comply with certain rules; or single hauler systems, where the community puts out a request for bids, and contracts with one waste hauler to provide all waste pickup services in the community. Further input and guidance is requested from City officials in order to determine the most appropriate direction for Charlevoix.

Committee members discussed concerns and issues related to solid waste collection in the City. Member Gibson stated that haulers currently collect trash on multiple days throughout the week, creating additional traffic and noise. She hears from constituents frequently on this issue. She's also noted that construction waste can sometimes sit for long periods of time, outside of a dumpster, without being picked up. Also, bulky waste, which is picked up under a City contract and schedule twice a month, sits out for longer than it should. She feels it should be collected twice a year rather than twice a month.

Member Clock said that if bulky waste is collected less frequently, there will be large piles. Member Hagen noted that the frequency of collection is not the issue, but how long it sits out at the curb. There are rules regarding when it can be put out at the curb; they need to be enforced. He feels that the big issue is noise, especially early in the morning. Members discussed noise from traffic pickup. It can start as early as 4:30 a.m. Lucas noted that in other communities, including Traverse City, it can be considered a noise ordinance violation.

Member Fletcher referred to other communities that schedule trash pick-up by neighborhoods or wards, so that trucks are only in one part of the city at a time. He stated that in order to pick up one ward at a time, you'd almost have to have a single hauler. He asked, is that something the City would do themselves, or would they bid it out? He discussed concerns related to single hauler systems, including impacts on competition, and how that could impact prices for residents.

Clock stated that if the City does it, it would raise taxes. Gibson noted that the City has passed a millage for twice a month pick-up for bulky waste.

Fletcher noted some logistical issues with pick-up by ward, including the difficulties in multiple haulers working around each other on the same day.

Members discussed services provided by other cities that would be desirable in Charlevoix, including recycling pickup. Lucas stated that if the City bids out services, it can specify what services they want included, and the hauler has to come up with a way to offer them cost-effectively. Fletcher stated that they could underbid - if it looks like they won't make money, they won't want to bid. He added that recycling could be included in a request for bids. He continued that one issue is that people who have moved here from other communities may be used to having amenities that aren't available here, and now they expect them.

Hagen noted that the biggest pro in a single hauler system is the enforcement ability it provides. As far as bulky waste is concerned, we need to get away from letting it sit outside for days at a time. He added that the ordinance is obsolete. Members agreed, and noted that construction waste should be addressed/enforced by the ordinance.

Gibson stated that another solid waste issue is yard waste. The City pick-up for yard waste is not consistent or predictable. Clock agreed and noted that you never know when they're going to come by - it can sit there for weeks. Fletcher added that the City has both a chipper and a vacuum - you never know which one is coming when. Members discussed options including compostable bags and scheduled pickup by neighborhood.

STAFF UPDATES

None.

REQUESTS FOR NEXT MONTH'S AGENDA OR RESEARCH ITEMS

Lucas will provide information/case studies on:

- Taxpayer funded pickup
- Single hauler system
- Solid waste collection systems in neighboring communities (Boyne City, East Jordan)
- County roles
- Construction/yard waste pickup

Future meetings will be held on the first Tuesday of each month at 2 p.m.