

**CITY OF CHARLEVOIX**  
**REGULAR CITY COUNCIL MEETING MINUTES**  
**Monday, March 16, 2009 — 7:00 p.m.**  
210 State Street, City Hall, Council Chambers, Charlevoix, MI

The meeting was called to order at 7:00 p.m. by Mayor Norman L. Carlson, Jr.

**I. Pledge of Allegiance**

**II. Roll Call of Members Present**

Mayor: Norman L. Carlson, Jr.  
City Attorney: James Young  
City Manager: Rob Straebel  
City Clerk: Carol A. Ochs  
Members Present: Council members Lyle Gennett, Dennis Kusina, Jill Picha, Greg Stevens, Gabe Campbell, Shane Cole  
Absent: None

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

None.

**IV. Consent Agenda**

The following items were approved and filed:

- A. Approval of Minutes – March 2, 2009 Regular Meeting Minutes.
- B. Accounts Payable Check Register – February 27, 2009
- C. Accounts Payable Check Register – March 17, 2009
- D. Payroll Check Register – March 6, 2009
- E. Payroll Transmittal – March 6, 2009
- F. Stale PR Ck Replace – March 6, 2009

**V. Public Hearings**

None.

**VI. Reports**

- A. City Planner Mike Spencer provided an update on the way-finding kiosks and asked for direction regarding placement and type of kiosks. Council agreed that they like the location by the corner of Clinton and Bridge streets. Some Council members asked the Planner to look into a flat kiosk, rather than a tall one, and also to look at the possibility at placing it on the other side of the wall. Council also discussed turning the sign perpendicular to the wall in order to use both sides.

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

- A. Consideration to Approve a Resolution Waiving Launch/Parking Fees at Ferry Beach Launch for Lake Charlevoix Trout Tournament  
The Mayor reviewed the item, which is an annual request. Action by resolution.
- B. 2009 Power Line Trimming Contract  
Don Swem was available to address the item and answer questions from Council.

Motion by Councilmember Lyle Gennett, seconded by Councilmember Greg Stevens, to accept Nelson Tree Trimming as the winning bid for the 2009 power line tree trimming contract.

Yeas: Gennett, Kusina, Picha, Stevens, Campbell, Cole  
Nays: None  
Absent: None

- C. Review of City of Charlevoix Community Survey  
City Planner Mike Spencer reviewed the survey and asked Council if they would like to make any additions or changes. Staff is going to be mailing 1000 surveys to various members of the community. Citizens who do not receive a survey by mail will be welcome to request and complete one. The Manager thinks it would be useful to add all departments to the list of services section. Council agreed to this amendment to the survey. No action required.
- D. Purchase Order for 2009 Patrol Vehicle  
Police Chief Gerard Doan was available to address the item and answer questions for Council. The proposed purchase is a State-bid vehicle.

Motion by Councilmember Shane Cole, seconded by Councilmember Jill Picha, to accept the bid for \$21,153 for a 2009 Ford Crown Victoria Interceptor Pursuit vehicle to be purchased through Signature Ford located in Perry, MI.

Yeas: Gennett, Kusina, Picha, Stevens, Campbell, Cole  
Nays: None  
Absent: None

E. Travel Policy

The Mayor asked the Attorney if it was appropriate for Council to apply this policy to themselves or if it had to go through the Compensation Commission. The Attorney stated that this policy applies to reimbursement for expenses, not compensation for services rendered or duties performed. He does not think it needs to go to the Compensation Commission. The Manager reminded Council that this idea had been presented to Council several weeks earlier, and Council had been agreeable to the policy applying to both employees and elected officials. Council discussed spouse expenses. The Manager stated it would be up to Council whether to include that type of reimbursement. The Attorney stated that staff should check with the auditor to see if it would be a lawful municipal expenditure to reimburse for expenses related to a spouse, and to get the response in writing. The Mayor reviewed sections of the policy.

Motion by Councilmember Shane Cole, seconded by Councilmember Dennis Kusina, to approve the Travel Expense Reimbursement Policy as outlined on pp. 35-37 of the packet.

Yeas: Gennett, Kusina, Picha, Stevens, Campbell, Cole  
Nays: None  
Absent: None

F. Seasonal Employee Handbook

Human Resources Assistant Lynda Donner reviewed the item and answered questions for Council.

Motion by Councilmember Gabe Campbell, seconded by Councilmember Lyle Gennett, to approve the Seasonal Employee Handbook as outlined on pp. 39-48 of the packet.

Yeas: Gennett, Kusina, Picha, Stevens, Campbell, Cole  
Nays: None  
Absent: None

**VIII. Introduction and Initial Actions Relating to Ordinances or to Resolutions That Require Publication or Hearings Prior to Final or Further Action**

None.

**IX. Resolutions**

- A. Consideration to Approve a Resolution Waiving Launch/Parking Fees at Ferry Beach Launch for Lake Charlevoix Trout Tournament  
Motion by Councilmember Gabe Campbell, seconded by Councilmember Lyle Gennett, to approve Resolution 2009-03-02, as follows:

**CITY OF CHARLEVOIX  
RESOLUTION 2009-03-02  
WAIVE LAUNCH/PARKING FEES FOR TROUT TOURNAMENT**

WHEREAS, the Lake Charlevoix Area Trout Tournament will be held on June 12, 13 and 14, 2009; and

WHEREAS, the Lake Charlevoix Area Trout Tournament is requesting that launch/parking fees be waived for the tournament; and

WHEREAS, the Charlevoix Area Trout Tournament is requesting launch/parking fees to be waived for a practice fishing day on June 11, 2009.

WHEREAS, the City Code permits the City Council to waive launch/parking fees for special or public events; and

BE IT RESOLVED, THAT THE CITY COUNCIL OF THE CITY CHARLEVOIX, hereby waives launch/parking fees for the Lake Charlevoix Area Trout Tournament from June 11 to June 14, 2009.

RESOLVED, this 16<sup>th</sup> day of March, 2009, A.D.

Resolution was adopted by the following yea and nay vote:

Yeas: Gennett, Kusina, Picha, Stevens, Campbell, Cole  
Nays: None  
Absent: None

**X. Ordinances**

None.

**XI. Miscellaneous Business**

The Mayor stated he, the Manager and Airport Manager Matt Bailey will be flying over to Beaver Island to meet with the residents and make recommendation to Council at a later date regarding the results of those discussions. The Mayor stated that, after looking at the budget, he currently would recommend not imposing or pursuing an enplanement fee.

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

Bob Timms asked if Council has reconsidered hiring a full time police secretary, stating that he thinks that is something that could be trimmed from the budget.

**XIII. Closed Session**

A. CWA Union Negotiations

Motion by Councilmember Gabe Campbell, seconded by Councilmember Dennis Kusina to enter closed session to discuss CWA union negotiations.

Yeas: Gennett, Kusina, Picha, Stevens, Campbell, Cole  
Nays: None  
Absent: None

Council entered closed session at 8:09 p.m. after a short recess.

Council reconvened in open session at 8:36 p.m.

**XIV. Adjourn**

The Mayor stated if there were no objections, the meeting would adjourn.

There were no objections.

Meeting adjourned at 8:37 p.m.

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Carol A. Ochs

City Clerk

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Norman L. Carlson, Jr.

Mayor