



CITY OF CHEBOYGAN

P.O. Box 39 • 403 North Huron • Cheboygan, Michigan 49721 • 231-627-9931

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REGULAR CITY COUNCIL MEETING AGENDA

July 14, 2020

7:00 p.m.

Via Teleconference

Meeting Call In: 1(253) 215-8782

Meeting Id: 884 3952 1761

Participant Id: #

Password: 957116

1. **REGULAR MEETING** - called to order at 7:00 p.m. by Mayor Bronson.
2. **ROLL CALL:**
 - Johnston
 - Raab
 - Bronson
 - Couture
 - Mallory
 - Ptasnik
 - Temple
3. **PUBLIC COMMENTS (3 MINUTES PER PARTICIPANT):**
4. **COUNCIL RESPONSE TO PUBLIC COMMENTS:**
5. **APPROVAL OF AGENDA AND RECEIVE AND FILE ALL COMMUNICATIONS:**
Motion by _____ seconded by _____ to approve the Agenda and receive and file all communications.
6. **APPROVAL OF PRIOR MEETING MINUTES:**
A. Regular City Council Meeting Minutes – June 23, 2020.
Motion by _____ seconded by _____ to approve the Regular City Council Meeting minutes of June 23, 2020 as presented.
7. **PUBLIC HEARINGS:**
A. Consideration of an Application to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) for Funding Assistance through the Clean Water State Revolving Fund, better known as the State Revolving Fund (SRF) Program for the proposed Wastewater Treatment Plant Improvements Project.
Motion by _____ seconded by _____ to approve the application to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) for Funding Assistance through the Clean Water State Revolving Fund, better Known as the State Revolving Fund (SRF) Program for the proposed Wastewater Treatment Plant Improvements Project. [ROLL CALL]

MISSION STATEMENT

The Mission of the City of Cheboygan is to promote economic opportunity and enhance quality of life through innovative commitment of human and natural resources with continued planning, financial allocation, and implementation of goals by responsive staff, and elected and appointed officials.

The City of Cheboygan is an Equal Opportunity Provider and Employer.

8. **COMMUNICATIONS AND PETITIONS:**
 - A. Cheboygan Economic Development Group update, Ms. Sharen Lange.
 - B. Discussion of Police Union Contract and Assistant City Manager Position.
9. **DEPARTMENT, BOARDS AND COMMISSIONS:**
 - A. Department of Public Safety Monthly Statistics, February, March, April, and May of 2020.
10. **BILLS AND DISBURSEMENTS:**
 - A. Prepaid Bills and Disbursements for the Month of June 2020.
Motion by _____ seconded by _____ to approve the prepaid bills and disbursements for the month of June 2020 in the amount of \$408,836.06. [ROLL CALL]
 - B. Unpaid Bills and Disbursements for the Month of June 2020.
Motion by _____ seconded by _____ to approve the unpaid bills and disbursements for the month of June 2020 in the amount of \$186,434.79. [ROLL CALL]
11. **GENERAL BUSINESS:**
 - A. Consideration to rezone the following described property at 123 East State Street from Water-Front Marina (W-M) to General Business (B3):
PLAT OF WEST DUNCAN, ELY 40FT OF LOTS 1 & 2, BLK 32. ****AND**** ELY 40FT OF SLY 30FT OF LOT 3, BLK 32. (SEC 32, T38N, RIW)
Motion by _____ seconded by _____ to approve the rezoning of the following described property at 123 East State Street from Water-Front Marina (W-M) to General Business (B3): PLAT OF WEST DUNCAN, ELY 40FT OF LOTS 1 & 2, BLK 32. **AND ELY 40FT OF SLY 30FT OF LOT 3, BLK 32. (SEC 32, T38N, RIW). [ROLL CALL]**
12. **CITY CLERK'S AND TREASURER'S COMMENTS:**
13. **CITY MANAGER'S REPORT:**
14. **COMMITTEE UPDATES:**
15. **MESSAGES AND COMMUNICATIONS FROM MAYOR AND COUNCIL MEMBERS:**
16. **ADJOURNMENT:**

REGULAR CITY COUNCIL MEETING

June 23, 2020

The Regular City Council meeting was called to order by Mayor Bronson via teleconference at 7:00 p.m.

Roll Call:

Present: Raab, Ptasnik, Johnston, Bronson, Mallory, Temple, and Couture

Absent:

Public Comments:

- Ryan Disney, Chief Botanist for one of the largest outdoor growers in the State of Michigan, called in to offer his assistance with any Medical Marijuana questions.
- Pat Gildner is interested in hearing more about an at large seat on City Council for nonresidents.
- Ralph Farver inquired if there have been any considerations on how the ice rink will operate moving forward during the COVID pandemic.
- Ashley Brandt agreed with Pat Gildner's comments as a Downtown Business Owner.
- Brian Lange called in and discussed his lack of reappointment to the Downtown Development Authority Board of Directors.
- Sharen Lange discussed Council's recent decision to allow a temporary closure of a local street and reminded everyone that LARA is working on programs to allow for outdoor service. She also discussed the Charter Revision, how that process would work, and why she thinks it's necessary.

Approval of Agenda and Receive and File all Communications:

- Mayor Pro Tem Couture moved to approve the Corrected Agenda and receive and file all communications, seconded by Councilwoman Raab. Motion carried unanimously.

Approval of Prior Meeting Minutes:

- Councilwoman Johnston moved to approve the Regular City Council Meeting Minutes of June 9, 2020, seconded by Mayor Pro Tem Couture. Motion carried unanimously.

Public Hearing:

- Adoption of the Fiscal Year 2020-2021 Operating Budget for all Funds of the City of Cheboygan.
 - Public Hearing was opened at 7:18 p.m.
 - Sharen Lange commented that she was not able to locate the proposed budget, she was concerned that the public was not able to access the information prior to the meeting.
 - Clerk/Treasurer Brown responded that the proposed budget is available on the City website.
 - Public Hearing was closed at 7:23 p.m.
 - Councilwoman Johnston inquired if the budget figures represent the anticipated decrease to the State Revenue Sharing. Clerk/Treasurer Brown responded that the figures do represent a decrease to the State Revenue Sharing.

- Councilwoman Johnston moved to adopt the Fiscal Year 2020-2021 Operating Budget for all Funds of the City of Cheboygan, seconded by Councilwoman Raab. A roll call vote was taken, motion carried unanimously.

Communications and Petitions:

- Discussion of Charter Revisions
 - Mayor Bronson discussed the difference between an at large seat and having nonresidents sit on Council.
 - Councilman Mallory commented that he would like more viewpoints on the issue.
 - Councilwoman Raab discussed her concerns with business owner's downtown who can't serve on Council. She understands that the process to rewrite the entire Charter would be very lengthy but she is still in favor of an update.
 - Mayor Pro Tem Couture also has an issue with taxation without representation and is in favor of a nonresident seat but only if there is a need for additional councilmembers.
 - City Attorney Stephen Lindsay discussed the difference between a revision and an amendment to the Charter. The City of Cheboygan is a Home Rule City and the Michigan Constitution allows City Charters, which are used to manage municipal properties, administration and in general to advance the interest of city unless restricted by State or Federal law. A revision is a reexamination of the entire Charter without limits. The process is initiated by a 5/7 vote by the Council or a petition by at least 5% of the registered voters. A nine member commission must then be selected none of which can be current councilmembers or employee staff. He estimates the cost to be near six figures and a timeline of close to eighteen months. An amendment to the Charter is also initiated by a 5/7 vote of the Council or a petition by 5% of the registered voters and can address one issue or several issues. Once passed by Council and the Attorney General it is submitted to the voters.
 - Council discussed the process and cost of revising or amending the Charter. Criteria regarding the nonresident seat.
 - Councilwoman Johnston's opinion is that this is not a process that the Council should initiate, let the taxpayers petition if they want the Charter changed.
 - Mayor Bronson inquired if a nonresident seat is allowable in the State of Michigan.
 - City Attorney Stephen Lindsay will review the State law and report back to Council.

General Business:

- Consideration of the Annual 2019-2020 Fiscal Year Budget Amendments.
 - Clerk/Treasurer Brown explained that the final amendments are still not known at this time, the City will continue to pay expenses and receive revenue for prior fiscal year into at least August. Some of the larger expenses that will require budget adjustments include the repairs to the Opera House roof, the fire truck purchase, Sixth St Sewer Project and the North/Center St Water Project.
 - Councilwoman Johnston inquired if it was allowable to make budget adjustments after the fact. Clerk/Treasurer Brown responded that budget amendments can be made at any time.

- Councilman Mallory moved to approve the Annual 2019-2020 Budget Amendments and to authorize Clerk/Treasurer Brown to make appropriate 2019-2020 Fiscal Year Budget Amendments as required, seconded by Councilwoman Raab. A roll call vote was taken, motion carried unanimously.
- Consideration of Cheboygan County Humane Society 2020 Animal Control Appropriation in the amount of \$3,000.00 for the Fiscal Year beginning July 1, 2020.
 - City Manager Eustice explained that the Humane Society requested a \$4,000.00 appropriation after the 2020-2021 Proposed Budget was already set with a \$3,000.00 appropriation.
 - Councilwoman Johnston inquired if the City could possibly appropriate more in the future.
 - Mayor Bronson discussed his thoughts on the appropriation and whether the City could afford to appropriate more.
 - Councilwoman Johnston moved to approve the Cheboygan County Humane Society 2020 Animal Control Appropriation in the amount of \$3,000.00 for the Fiscal Year Beginning July 1, 2020, seconded by Councilman Temple. A roll call vote was taken. Yes votes: Johnston, Raab, Temple, Ptasnik, Mallory, and Couture. No votes: Bronson. Motion passed.
- Consideration to Place 6-Month Delinquent Water/Sewer Utility Bills as Liens on the 2020 Summer Tax Roll.
 - Clerk/Treasurer explained these are the final amounts that will be added as liens if certified by the Council and reflect any delinquent amounts as of September 1, 2019. There was an increase to the total lien amount but the number of accounts is one less.
 - Councilman Mallory moved to approve the placing of 6-month delinquent water/sewer utility bills as liens on the 2020 Summer Tax Roll and direct the City Assessor to spread these amount against the properties, seconded by Councilwoman Johnston. A roll call vote was taken, motion carried unanimously.
- Consideration of Recommended 2020-2021 Property-Tax Millage Rates for the Bonds and City Operation Requirements.
 - Clerk/Treasurer Brown discussed the report provided to Council how the millage amounts are calculated based on current fund balance and current taxable value compared to current debt service.
 - Councilwoman Johnston moved to approve the recommended property tax-millage rates for the bonds and operation requirements as presented, seconded by Councilwoman Raab. A roll call vote was taken, motion carried unanimously.
- Consideration to Schedule a Public Hearing for July 14, 2020 to Consider an Application to the Michigan Department of Environment, Great Lakes, and Energy (EGLE) for Funding Assistance through the Clean Water State Revolving Fund for the Proposed Wastewater Treatment Plant Improvements Project.
 - Water/Wastewater Director Jason Karmol explained that this application will allow the City to find out if we are eligible for any grant funding or principal forgiveness. An application may also be submitted to the USDA later to compare funding options.
 - Councilwoman Johnston moved to schedule a Public Hearing for July 14, 2020 to consider an application to the Michigan Department of Environment, Great Lakes, and

Energy (EGLE) for funding assistance through the Clean Water State Revolving Fund for the proposed Wastewater Treatment Plant Improvements Project, seconded by Councilwoman Raab. A roll call vote was taken, motion carried unanimously.

City Clerk's and Treasurer's Comments:

- Clerk/Treasurer Brown reported that the ballots for the August Primary are scheduled to arrive by the end of the week.
- Clerk/Treasurer Brown also reported that she has reached out to the City auditors, Gabridge & Company and will be setting up a date mid-September to begin gathering financial data. The audit this year will be completely offsite with general ledger backups sent electronically.
- Mayor Bronson questioned if the City would be able to locate enough election inspectors for the upcoming elections. Clerk/Treasurer Brown said that she will be reaching out to see who is still willing to work but has also recruited a couple of new workers.

City Manager's Report:

- City Manager discussed a proposed residential development project on South Western Avenue that will require the property to be rezoned. He will work on setting a public hearing. He is also working on funding sources to construct a road.
- City Manager reported that the upcoming ice season is still undetermined. A recreational plan will be developed to address how these activities will be managed going forward.

Committee Updates:

- Councilwoman Raab reported that the Historic Resource Committee met Monday with architect David Kimble. They will be doing a walk through of all the properties designated as historic. They are also discussing funding options.
- Mayor Pro Tem Couture inquired about the Police Union Contract. City Manager Eustice reported that there is a preliminary plan in place, and they will likely meet in early July. The Organizational Committee agreed to meet on Monday, June 29th to discuss Tom's succession plan.
- Councilwoman Raab reported on the recent meeting of the CCE 911 Board; they reviewed the current tower cell service contract.
- City Manager Eustice reported that regular meetings of the boards and commissions will start in July.
- Councilwoman Johnston inquired about the status of the Blight Committee and the Rental Registration Ordinance. City Manager Eustice responded that he would discuss with Chief Jones and set up a meeting.

Messages and Communications from Mayor and Council Members:

- Councilwoman Johnston inquired about the special meeting to discuss the order of applications for Medical Marihuana permits. She also inquired about rezoning of 123 E State St, she was under the impression that no zoning changes would be discussed regarding the Medical Marihuana Ordinances.

- Mayor Pro Tem Couture discussed the comments made by Brian Lange, he inquired where the Mayor's authority to appoint board members is addressed. Councilman Raab added that she did not realize Mr. Lange wasn't being reappointed.
- Mayor Bronson responded that Medical Marihuana Applications should be addressed in the order they were received. Councilwoman Johnston requested a Special Meeting be scheduled to discuss the Medical Marihuana applications. Mayor Bronson responded that he will work on setting up a meeting with City Attorney Stephen Lindsay.
- Mayor Bronson discussed adding an agenda item following Public Comments to allow for Councilmembers to respond. He also advised Councilmembers that they should be engaged and actively recruiting new Councilmembers.
- **Adjournment**
 - Meeting adjourned at 9:34 p.m.

Mayor Mark C. Bronson

Clerk/Treasurer Bridget E. Brown

Councilman Brett Mallory

Councilwoman Sara Johnston

Councilman Vaughn Temple

Mayor Pro Tem Nicholas C. Couture

Councilwoman Diane E. Raab

Councilwoman Ashley Ptasnik



Introduction:

The CEDG is a private sector organization of Cheboygan County business people, community leaders, and volunteers who care deeply about helping create economic growth and educational opportunities for our citizens in this unique and wonderful corner of northern Michigan. It does not raise nor disperse funds, otherwise acting as a conduit for support, information, and facilitation of opportunities for growth. The eleven member board seats professionals in specific areas of expertise to be a comprehensive resource.

Current members include:

- Real Estate: Missy Koszigi, Broker Coldwell Banker (CEDG secretary)
- Banking: Tom McKinley, president First Community Bank
- Accounting: Chris Sangster, Elliot & Sangster
- Education: Marianne Ridings, Cheboygan school board president
- Health Care: Sherri Schult, Operations Director, McLaren Northern Michigan
- County: Commissioner Richard Sangster (CEDG vice-president)
- Land & Title: Jerry Malloy, Cheboygan Title (CEDG treasurer)
- Insurance: Tony Eustice, Burns & Eustice/BKC
- Community: Scott Hercig, director Cheboygan Chamber of Commerce
- Advertising and Tourism: Scott Beard, Straits Area Printing
- Business & Development: Sharen Lange, Nauti Inn & MichMash (CEDG president)

Our Mission:

Increase and enhance Cheboygan County's economic activity for the benefit of all citizens of our community.

Our Vision:

We are a catalyst organization, bringing together all constituents who work on economic development within Cheboygan county and across Michigan's Tip-of-the-Mitt area, working in concert with our economic development partners from all sectors.

Our Objectives:

1. Advocate economic growth via project identification and proactive community and government support
2. Initiate job creation, expansion, and retention efforts and support new and existing businesses.
3. Expand tourism generated visits to our area
4. Make our communities more visually attractive and welcoming for residents and visitors.

Title: Assistant City Manager. Manager in Transition

Department: City Manager's Office City of Cheboygan

Reports To: City Manager Direct/City Council

Job Description

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this position. Other duties may be required, assigned, and expected commensurate with the administrative needs of an incorporated city.

General Purpose

The principal function of an employee as City of Cheboygan Assistant City Manager is to oversee and guide, as assigned, the activities of various Departments, Divisions and special projects to ensure they are in concert with the policies and goals of the City Manager and City Council; provide administrative guidance, as assigned, to departments to ensure the City's goals and objectives are achieved in a timely and professional manner; provide the City Manager and City Council with accurate and timely information to support decision-making and policy direction; serve as an agency of the City Manager in conflict and dispute resolution; assist in the overall daily administration, decision-making and policy direction guidance with the City Council and staff; recommend organizational enhancements and restructuring as necessary.

This position provides effective, professional leadership, positioning the City to meet the community's current and future needs through appropriate technologies and services. The work is performed under the direct supervision of the City Manager and with an expected transition to the City Manager position. The principal duties of the position are performed in a general office environment.

Essential Duties:

Essential Duties are not intended to be an exhaustive list of all responsibilities, duties and skills. They are intended to be accurate summaries of what the job classification involves and what is required to perform it. Employees are responsible for all other duties as assigned.

- Provide support directly to the City Manager by serving as a liaison on major projects; managing oversight of the Development Services, Economic Development, Community Services and Information Technology departments and other divisions as assigned; supervising and directing staff; expediting resolution of certain matters in the City Manager's Office and providing special research and support to the City Manager.

- Represent the City and the City Manager to management staff, elected officials, and outside agencies; create, present and explain City programs, policies, and activities; and negotiate and resolve sensitive, significant, and controversial issues.
- Actively take part in the advancement and promotion of an organization that is here to support and meet the needs of the customer, both internally and externally.
- Perform the duties of City Manager, as assigned, during City Manager's absence.
- Perform all work duties and activities in accordance with City policies and procedures.
- Work in a safe manner and report unsafe activity and conditions.
- Other duties as assigned.

Minimum Qualifications

This position requires that the candidate possess a Bachelor's Degree from an accredited college or university with major coursework in Public Administration, Business Administration or a related field. And/or five (5) years of increasingly responsible professional experience in municipal government or public sector management; including at least three (3) years of administrative or supervisory responsibility at the senior managerial or executive leadership level is required. Have a proven record as an innovative leader, possessing excellent communication and presentation skills, with the ability to establish and maintain effective working relationships with internal and external customers. Strong commitment to public service. Demonstrated history of identifying and responding to community and City Council issues, concerns, and needs. High level of emotional intelligence. Advanced leadership and management skills and a proven ability of leading teams of executive, managerial, and professional staff. Experience in or strong exposure to the areas of development, planning, economic development, community services code compliance, building, zoning, development agreement negotiations and special projects. Strong project management skills. Any equivalent combination of education, training, and experience, which provides the requisite knowledge, skills, and abilities for this job, may be substituted for evaluation at the discretion of city management.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

- All aspects of municipal government operations relating to staffing, budget and program execution
- Council/Manager form of government and its operations
- Political processes at all levels of government
- Federal, state and local laws impacting local government operations
- Effective leadership methods and supervisory skills
- Municipal budgeting
- Planning and organizing skills
- The operation of personal computer and various software applications for word processing, spreadsheets, BS&A Accounting, Assessing, Tax, Utility Billing, etc.
- English grammar and punctuation
- Federal, state, and local laws, rules, and regulations pertaining to local government operations.

Cheboygan Department of Public Safety Monthly Stats

February 2020

Crimes	2019	2020	YTD2019	YTD 2020
Homicide	0	0	0	0
Manslaughter	0	0	0	0
Kidnapping	0	0	0	0
Sexual Assault	1	1	2	5
Robbery	0	0	0	0
Assault	5	8	9	13
Aggravated Assault	0	0	1	0
Total	6	9	12	18
Property Crime				
Arson	0	0	0	0
Burglary	1	0	1	1
Larceny	6	7	8	15
Auto Theft	0	0	0	0
Forgery	0	1	1	1
Fraud	0	1	0	3
Embezzlement	0	0	0	0
Damage To Prop	2	0	2	1
Total	9	9	12	21
Accidents				
Traffic Accidents	11	7	26	16
Hit & Run Accident	9	9	17	20
Total	20	16	43	36
Ordinance Viol.	0	2	0	3
All Other Complaints	16	31	38	53
Total Complaints	51	67	105	131
	2019	2020	YTD 2019	YTD 2020
Traffic Citations	11	5	19	19
Parking Violation	5	3	31	12
Verbal Warning	33	64	54	110
Property Inspection	991	1243	1991	2510
Car Assist	15	9	32	9
Other Perform	221	253	510	572
Misdemeanor Arrests	9	12	17	34
Felony Arrest	8	2	14	8
Civil Arrest	1	3	1	8
OUIL Arrest	0	1	1	2
Total Arrest	18	17	32	50
Total Hours Worked	1083	1189	2215	2351
Total Miles	3313	4987	7587	10304
911 Calls For Service	335	410	694	865

Cheboygan Department of Public Safety Monthly Stats

March 2020

Crimes	2019	2020	YTD2019	YTD 2020
Homicide	0	0	0	0
Manslaughter	0	0	0	0
Kidnapping	0	0	0	0
Sexual Assault	2	0	4	5
Robbery	0	0	0	0
Assault	9	9	18	22
Aggravated Assault	0	0	1	0
Total	11	9	23	27
Property Crime				
Arson	0	0	0	0
Burglary	1	2	2	3
Larceny	7	5	15	20
Auto Theft	0	0	0	0
Forgery	0	0	1	1
Fraud	3	2	3	5
Embezzlement	0	0	0	0
Damage To Prop	1	3	3	4
Total	12	12	24	33
Accidents				
Traffic Accidents	6	2	32	18
Hit & Run Accident	7	4	24	24
Total	13	6	56	42
Ordinance Viol.	1	1	1	4
All Other Complaints	20	19	58	72
Total Complaints	57	46	162	177
	2019	2020	YTD 2019	YTD 2020
Traffic Citations	8	2	27	21
Parking Violation	7	3	38	15
Verbal Warning	53	23	172	133
Property Inspection	693	1481	2684	3991
Car Assist	13	4	45	13
Other Perform	207	244	717	816
Misdemeanor Arrests	5	4	22	38
Felony Arrest	0	1	14	9
Civil Arrest	5	3	6	11
OUIL Arrest	0	0	1	2
Total Arrest	10	8	42	58
Total Hours Worked	1134	1208	3349	3539
Total Miles	4018	5256	11605	15560
911 Calls For Service	394	301	1088	1166

Cheboygan Department of Public Safety Monthly Stats

April 2020

Crimes	2019	2020	YTD2019	YTD 2020
Homicide	0	0	0	0
Manslaughter	0	0	0	0
Kidnapping	0	0	0	0
Sexual Assault	1	0	5	5
Robbery	0	0	0	0
Assault	4	8	22	30
Aggravated Assault	1	0	2	0
Total	6	8	29	35
Property Crime				
Arson	0	0	0	0
Burglary	0	1	2	4
Larceny	15	14	30	34
Auto Theft	0	0	0	0
Forgery	0	0	1	1
Fraud	0	2	3	7
Embezzlement	0	0	0	0
Damage To Prop	4	2	7	6
Total	19	19	43	52
Accidents				
Traffic Accidents	10	3	42	21
Hit & Run Accident	11	3	35	27
Total	21	6	77	48
Ordinance Viol.	15	2	16	6
All Other Complaints	16	17	74	89
Total Complaints	77	52	239	229
	2019	2020	YTD 2019	YTD 2020
Traffic Citations	36	4	63	25
Parking Violation	0	0	38	15
Verbal Warning	48	10	220	143
Property Inspection	1060	1343	3744	5334
Car Assist	8	2	53	15
Other Perform	255	267	972	1083
Misdemeanor Arrests	13	6	35	44
Felony Arrest	3	2	17	11
Civil Arrest	1	0	7	11
OUIL Arrest	1	1	2	3
Total Arrest	18	8	60	66
Total Hours Worked	1106	1235	4455	4824
Total Miles	4013	4945	15618	20505
911 Calls For Service	436	268	1524	1434

Cheboygan Department of Public Safety Monthly Stats

May 2020

Crimes	2019	2020	YTD2019	YTD 2020
Homicide	0	0	0	0
Manslaughter	0	0	0	0
Kidnapping	0	0	0	0
Sexual Assault	1	1	6	6
Robbery	0	0	0	0
Assault	11	3	33	33
Aggravated Assault	1	0	3	0
Total	13	4	42	39
Property Crime				
Arson	0	0	0	0
Burglary	0	0	2	4
Larceny	4	7	34	41
Auto Theft	0	2	0	2
Forgery	1	0	2	1
Fraud	4	1	7	8
Embezzlement	0	0	0	0
Damage To Prop	3	0	10	6
Total	8	10	55	62
Accidents				
Traffic Accidents	10	16	52	37
Hit & Run Accident	10	0	45	27
Total	20	16	97	64
Ordinance Viol.	15	8	31	14
All Other Complaints	17	22	91	111
Total Complaints	73	60	316	289
	2019	2020	YTD 2019	YTD 2020
Traffic Citations	13	1	76	26
Parking Violation	3	0	41	15
Verbal Warning	66	42	286	185
Property Inspection	1017	1292	4761	6626
Car Assist	14	5	67	20
Other Perform	281	323	1253	1406
Misdemeanor Arrests	13	4	48	48
Felony Arrest	9	1	26	12
Civil Arrest	4	0	11	11
OUIL Arrest	1	1	3	4
Total Arrest	26	6	86	72
Total Hours Worked	1231	1062	5686	5886
Total Miles	3911	4632	19529	25137
911 Calls For Service	457	373	1981	1807

City of Cheboygan June 2020 Prepaid Bills Report

Vendor Name	Description	Amount
1. ALERUS FINANCIAL	MONTHLY HYBRID CONTRIBUTION	\$4,116.83
2. BODY SHOP 23	REPAIR & REPLACE BUMPER, INSUR REIMB	\$862.10
3. BONNETT, QUINN	UB refund for account: 001-01155-00	\$42.56
4. C MCGOVERN ASSESSING LLC	ASSESSOR SERVICES	\$3,166.67
5. CHARTER COMMUNICATIONS	MONTHLY SERVICE, P&R, ICE ARENA & FB	\$319.94
	MONTHLY SERVICE	<u>\$1,104.75</u>
TOTAL		<u>\$1,424.69</u>
6. CHEBOYGAN AREA PUBLIC LIBRARY	MSHDA PAYMENT IN LIEU, 2019	\$583.94
7. CHEBOYGAN AREA PUBLIC SCHOOLS	MSHDA PAYMENT IN LIEU, 2019	\$1,091.46
8. CHEBOYGAN COUNTY TREASURER	MSHDA PAYMENT IN LIEU, 2019	\$3,392.63
	T&A DISBURSEMENTS	<u>\$302.50</u>
TOTAL		<u>\$3,695.13</u>
9. CHRISTOPHER M. TORRENCE	MONTHLY HEALTH INSUR PREM	\$704.00
10. CITIZENS NATIONAL BANK	2007 SUTPHEN FIRE TRUCK	\$50,000.00
11. CITY OF CHEBOYGAN PAYROLL ACCT	OPT OUT P/R	\$5,707.70
	P/R #12	\$60,467.98
	QTRLY COUNCIL P/R	\$4,984.45
	FICA DUE ON THIRD PARTY PAY	\$26.78
	P/R #13	\$60,959.64
	FICA DUE ON THIRD PARTY PAY	<u>\$348.14</u>
TOTAL		<u>\$132,494.69</u>
12. COMPS,MICHAEL	MONTHLY HEALTH INSUR PREM	\$354.05
13. CONNIE REIGER	REIMBURSEMENT FOR FLOWERS, P&R	\$96.00
14. CONSUMERS ENERGY	MONTH SERVICE, ALL DEPTS	\$22,083.51
15. DANIEL FRAZIER	MONTHLY HEALTH INSUR PREM	\$813.00
16. DELTA DENTAL	MONTHLY PREMIUM	\$1,152.87
17. DIGGER MAINTENANCE, INC	CEMETERY SERVICES	\$1,875.00
	CEMETERY SERVICES	<u>\$1,875.00</u>
TOTAL		<u>\$3,750.00</u>
18. DR. MICHAEL BURT	BEAVER TRAPPING, DPW	\$450.00
19. DTE ENERGY	MONTHLY SERVICE	\$4,296.12
20. FUELMAN	FUEL, EQUIP	\$1,172.59
	FUEL, EQUIP	<u>\$1,137.57</u>
TOTAL		<u>\$2,310.16</u>

21. GFL ENVIRONMENTAL USA INC	MONTHLY SERVICE	\$747.15
22. GRA BENEFITS GROUP	MONTHLY STD, LTD & AD&D PREM	\$1,574.05
23. JAY FALKENBERG	BEAVER TRAPPING, DPW	\$45.00
24. MARLIN BUSINESS BANK	MONTHLY COPIER LEASE, DPS	\$170.00
25. MICHIGAN DEPT OF TREASURY	PAYMENT IN LIEU OF TAXES, 2019	\$12,209.72
26. MICHIGAN RURAL WATER ASSOCIATION	ANNUAL MEMBERSHIP DUES, WATER	\$835.00
27. MUNICIPAL EMPLOYEE'S RETIREMENT SYS	MONTHLY RETIREMENT CONTRIBUTION	\$33,366.53
28. PITNEY BOWES GLOBAL FINANCIAL SERV	QTRLY POSTAGE METER LEASE	\$442.77
29. SAULT-CHEBOYGAN MEDIA GROUP	CLEAN UP AND OPEN ADS, COUNCIL & DDA	\$356.70
30. THE SBAM PLAN	MONTHLY HEALTH PREM	\$14,701.88
31. TRI COUNTY EXCAVATING GROUP	SIXTH ST SANITARY SEWER FINAL, WW	\$23,626.35
32. UNITED STATES OF AMERICA	P&I 2011 WATER DISTRIBUTION	\$84,988.41
33. VERIZON WIRELESS	MONTHLY CELLULAR	\$443.88
34. VISION SERVICE PLAN	MONTHLY PREM	\$240.84
35. WOLVERINE FIREWORKS DISPLAY	FIREWORKS DEPOSIT	\$1,600.00
TOTAL - ALL VENDORS		\$408,836.06

City of Cheboygan June 2020 Unpaid Invoices

	VENDOR NAME	DESCRIPTION	AMOUNT
1	AAA STEVE'S LOCK & SAFE	KEYS CUT, ICE ARENA & REC CENTER	127.50
2	AIRGAS USA, LLC	CHLORINE & TANK RENTAL, WAT	1,128.13
3	AIRNORTH CYBERBAND	DSL & WIFI, FESTIVAL SQUARE	180.00
4	ALL PHASE ELECTRIC SUPPLY CO.	ELECTRICAL TAPE & FUSES, WWTP	106.91
5	AMERICAN LEGAL PUBLISHING CORP	ONLINE ORDINANCES, ALL DEPTS	375.00
6	ATCHISON PAPER AND SUPPLY	JANITORIAL SUPPLIES, P&R, DPW & CITY HALL	410.10
7	BARBARA ALGENSTEDT	LAB SERVICES, DPS	60.00
8	BERNARD BUILDING CENTER, INC.	MISC SUPPLIES, P&R, DDA, DPW & WAT	220.42
9	BLASKOWSKI FEED & SEED	BUG SPRAY, DPW	24.95
10	BODY SHOP 23	BODY REPAIRS, EQUIP	1,257.00
11	BRIGHTON ANALYTICAL, L.L.C.	LAB TESTING, WW	1,998.00
12	CARQUEST OF CHEBOYGAN	LAWN MOWER ENGINE & MISC PARTS & SUPPLIES, ALL DEPTS	4,795.89
13	CASH	MISC SUPPLIES, ALL DEPTS	208.99
14	CHEBOYGAN ACE HARDWARE	MISC HARDWARE, P&R & EQUIP	28.48
15	CHEBOYGAN CEMENT PRODUCTS	REDIMIX, DPW	18.32
16	CHEBOYGAN COUNTY TREASURER	MASTER CARDS/VOTER ID, ELECTIONS	42.00
17	CINTAS	FIRST AID SUPPLIES, DPW & WW	422.14
18	COMMUNITY ISP, INC	EMAIL. CTY MNGER	3.00
19	DODD'S TREE SERVICE	TREE REMOVAL, CEMETERY	50.00
20	DON & CAROL BOUCARD, INC.	PETUNIAS, P&R	378.00
21	E. F. WILKINSON & SONS, INC.	CURB STOPS & HYDRANT REPAIRS, WAT/WW	8,140.00
22	ELECTIONSOURCE	AV ENVELOPES & SECRECY SLEEVES, ELECTION	2,720.00
23	ELHORN ENGINEERING COMPANY	LIQUIFIED AQUADENE, WAT	700.00
24	ETNA SUPPLY	METERS & OTHER PARTS & SUPPLIES, WAT	6,087.70
25	FEIN'S AUTO REPAIR INC	A/C SERVICE, EQUIP	126.41
26	FERNELIUS AUTO GROUP	BRAKE ROTORS & MISC PARTS, EQUIP	522.82
27	FIRST ADVANTAGE OCCUPATIONAL	DRUG SCREENING, EQUIP	355.36
28	G'S SHIPPING STORE AND MORE	SHIPPING FEES, WWTP	660.00
29	GFL ENVIRONMENTAL USA INC	MONTHLY SERVICE, ALL DEPTS	689.85
30	GRAINGER	DRILL MOTOR, DEHUMIDIFIER, WALL HYDRANT & MISC PARTS, ALL DEPTS	718.77
31	GREAT LAKES PIPE & SUPPLY	SODIUM BISULFITE, WW	2,103.26
32	HUBBELL, ROTH & CLARK, INC.	PROJECT PLAN & SPECS, WATER & WW	36,319.77
33	I.T. RIGHT	REMOTE ACCESS, DDA	37.50
34	I.T. RIGHT	REMOTE BACKUP, ALL DEPTS	500.00
35	JONES & HENRY LABORATORIES, INC	LAB TESTING, WW	526.00
36	LANSING SANITARY SUPPLY, INC	SANITIZER DISPENSERS, DDA	88.57
37	MANNING'S NORTHERN TIRE	TIRE REPAIRS & MOUNTS, EQUIP	102.98
38	MUNETRIX, LLC - ACCOUNTS PAYABLE	RENEWAL OF WEBSITE BUDGET, ALL DEPTS	2,643.35
39	MUNICIPAL UNDERWRITERS OF WEST MI	FHA BOND, CLERK	275.00
40	MUNICIPAL UNDERWRITERS OF WEST MI	ANNUAL PROPERTY & LIABILITY INSURANCE, ALL DEPTS	96,619.00
41	NCL OF WISCONSIN, INC.	GLOVES & SANITIZER, WW	308.21
42	NYE UNIFORM CO.	UNIFORMS, DPS	515.00
43	PAT LACROSS GARAGE DOORS	GARAGE DOOR REPAIRS, DPS	1,075.98
44	QUILL CORP.	COPY PAPER, TONER & MISC OFFICE SUPPLIES, CTY HLL, DDA & WW	440.28
45	RIETH-RILEY CONSTRUCTION CO., INC.	COLD PATCH, LOCAL STS	2,453.66
46	RIVERTOWN DO-IT CENTER	HARDWARE, DPW	39.26
47	SAULT-CHEBOYGAN MEDIA GROUP	ADS & NOTICES, COUNCIL & WAT	1,094.45
48	SPRAY'S PLUMBING & HEATING	COUPLING & HAWS CARTRIDGE, WAT	363.01
49	STAN'S ELECTRIC, INC.	LIGHT POLE REPAIRS & ST LIGHTS, DPW, HEATER RENTAL, ICE ARENA & SERVICE CALL, DDA	2,984.40
50	T.M. FRANCE, INC.	SPRING START UP & PRESSURE VACUUM BREAKER, HALL & GRNDS	993.39
51	TOBY'S INSTRUMENT SHOP	ANNUAL SPECTROPHOTOMETER SERVICE, WW	131.00
52	TOP WATER GOODS, LLC	TSHIRTS & TOTES, DDA	1,077.30
53	TRACTOR SUPPLY CREDIT PLAN	WORK PANTS & ROPE, DPW	113.90
54	UNIFIRST CORPORATION	MONTHLY UNIFORM RENTAL, WAT/WW & EQUIP	454.22
55	USA BLUEBOOK	VESTS, GLOVES & SWITCH, WW	609.59
56	UTILITIES INSTRUMENTATION SERVICE	VFD INTERFACE & INFLUENT FLOW DATA, WAT/WW	1,235.00
57	WERNER PLUMBING & HEATING	MISC PARTS & REPAIRS, WAT & CTY HALL	417.47
58	WILLIAMS OFFICE EQUIPMENT	SOFTWARE INSTALLATION, DPS	112.50
59	WILLIAMS OFFICE EQUIPMENT	CARTRIDGE, CTY HALL	245.00
GRAND TOTAL:			186,434.79



CITY OF CHEBOYGAN

P.O. Box 39 • 403 North Huron • Cheboygan, Michigan 49721 • 231-627-9931

www.cheboygan.org • TDD: 231-597-0315 • Fax Phone: 231-627-6351 • Department of Public Safety: 231-627-4321 • Crime Stoppers: 1-800-465-STOP

To: Mayor and City Council

From: Thomas E. Eustice, City Manager/Zoning Administrator

Subject: Request for Zoning Map Change of 123 East State St.

Date: July 10, 2020

123 E. State St. LLC, Luke LaHaie being a member, has filed a Petition to Amend Zoning. The request is a zoning map change of 123 East State Street, which is on the corner of East State St. and Coast Guard Drive, parcel ID # 052-W59-032-001-00.

The current zoning is Water Front Marina (W-M) and they are requesting a rezoning to General Business (B-3) so that this property can be used for a medical marijuana retail provisioning center which is an allowable use in the B-3 district.

At a public hearing held at the Planning Commission of June 29, 2020, the Planning Commission recommended the rezoning request be granted by the City Council.

Current owners Patrick and Lucinda Sheldon have approved the rezoning and have an offer to purchase this property dependent on the rezoning.

Please call or e-mail if you have questions. 231-627-9931, teustice@cheboygan.org.

11-A

MISSION STATEMENT

The Mission of the City of Cheboygan is to promote economic opportunity and enhance quality of life through innovative commitment of human and natural resources with continued planning, financial allocation, and implementation of goals by responsive staff, and elected and appointed officials.

The City of Cheboygan is an Equal Opportunity Provider and Employer.



INFORMATION ONLY
No Action Required

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To: Honorable Mayor and City Council

Date: July 9, 2020

From: Tom Eustice

Subject: 2020 July Board of Review

Board of Review Members,

This letter is to inform you that the **2020 July Board of Review** will be held in the Council Chambers on **Tuesday July 21, 2020 at 5:15 PM** for the purpose of correcting a mutual mistake of fact or clerical errors. We will also be correcting qualified homesteads filed late or in error and reviewing 2020 Hardship Exemption and Veterans Exemption applications. Because of the Covid-19 issue the State Tax Commission is allowing taxpayers to appeal their current year assessments to the Board of Review. The meeting will adjourn after business has been completed, approximately 1 hour.

Respectfully,

A handwritten signature in dark ink, appearing to read "Tom Eustice", is written over a light blue horizontal line.

Tom Eustice
City Assessor

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teustice@cheboygan.org

From: Ralph Farver <rfarver@rybamarine.com>
Sent: Friday, July 10, 2020 8:58 AM
To: teustice@cheboygan.org
Cc: councilmembertemple@cheboygan.org; draab@cheboygan.org; aaptasnik@gmail.com; bmallory@cheboygan.org; sjohnston@cheboygan.org; couturenick@hotmail.com; mayorbronson@cheboygan.org; Jerry Malloy; bbrown@cheboygan.org; ccoxe@cheboygan.org; Mike Garst
Subject: Ralph G. Cantile Arena/Cheboygan Ice Pavilion - Reopening
Attachments: CHA Dryland-Floorball Safety Guidelines.pdf; MAHA update - 6-29-20.pdf; MAHA update - 6-8-20.pdf; Exc Order 2020-114.pdf

Importance: High

Tom,

As we have discussed over the past few months Cheboygan Hockey Association is looking forward to utilize the Ice Pavilion, as many other area facilities are already open.

The Governor has granted us the ability to offer outdoor and indoor activities to the youth of Cheboygan. As you know I am a very active member within the hockey community in Northern Michigan. Michigan Amateur Hockey Association (MAHA)/USA Hockey and the Adray Hockey League are working closely together with the Governor's office to insure that we keep players, coaches, parents and staff of these facilities safe.

Cheboygan Hockey Association respectfully request consideration to re-opening the Cheboygan Ice Pavilion for recreational use. We have attached the Safety Guidelines we intent to follow which have been developed through guidance from MAHA/USA Hockey/Adray Hockey League and surround hockey associations/ice rinks. (MAHA Letters Attached for reference)

The guidelines at this time are for summer usage of the facility only, we are in the process of developing safety protocols for on ice activities. CHA will be required to follow USA Hockey/MAHA and State requirements as they are develop. CHA will work closely with Craig Coxie for both summer usage and return to the ice activities.

CHA can offer assistance in many forms as we are here for the youth of Cheboygan, and during these trying times the youth strive for activities and interaction as some of them depend on it.

We also like to request this be added to the Agenda for the next Council meeting for consideration, so we can start working with Craig and get the youth active.

If at any time anyone has any questions or concerns with regards to CHA activities on or off the ice please feel free to contact me.

Sincerely,

Ralph W Farver II

CHA – President

Adray North League – Vice President

C: 231.420.4352

rfarver@rybamarine.com

From: Noreen <noreenterry3551@gmail.com>
Sent: Monday, July 6, 2020 10:51 AM
To: Diane Raab; Mark Bronson; Tom Eustice
Cc: Aaron Gauthier; Kathy King Johnson
Subject: An Art Gift To CHeboygan

Dear City of Cheboygan Officials,

As you may recall in 2019 a group called ART VISION CHEBOYGAN was formed after a Planning Charrette at the Library, Festival Square and Washington Park.

Armed with the input from the Charrette attendees, AVC is proceeding to seek donations of art items and dollars as the public art division of CAAC. We are moving slowly but steadily, even with the Pandemic.

Delightfully, we have received word that the Gildner Family and Cheboygan Cement are generously donating a large metal work by renowned local Artist Ann Gildner.

This is an exciting offer to the City and certainly a great first event for AVC. We hope to have more to announce in the coming months.

Washington Park was one of the top three locations identified by the hundreds of local Charrette responders.

Urn-E is presently stored at the Cement Company and you can view it there. AVC would like to strongly advocate that the Sculpture be placed in Washington Park in the Summer or fall of 2020.

The placement of all AVC items is subject to a safety, engineering, construction, and sustainability review by our Experts Committee which contains Mr Eustice and other city staff as well as private sector experts.

The location in the Park is up to the City but AVC could offer the services of a Seedums Master Gardner to advise City Officials about the unsightly and unhealthy shrubs around Washington Park that should be trimmed or eliminated.

That conversation had already begun before the Gildner generosity was announced.

Please notify me if there are questions or if you need an in person dialogue at any time. In the meantime ART VISION would love to assist the City in a ceremony to welcome URN-E and the Gildner Family to Washington Park!

Noreen Keating
248.672.2761

Sent from my iPhone=